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

Planning Commission

Feb 3, 2014

work session

Charlotte-Mecklenburg Government Center

Room 267

Noon

Charlotte-Mecklenburg Planning Commission

Work Session Agenda
February 3, 2014 – Noon
CMGC – Conference Room 267

Call to Order & Introductions Tracy Dodson

Administration

Approval of Planning Commission Minutes
Approve the January 6, 2014 minutes. *Attachment 1*

Policy

Transit Station Area Design Issues Terry Shook
Background: Terry Shook will present information about planning and design issues in Transit Oriented Development (TOD) districts.
Action: No action required.

Zoning Ordinance Process Alan Goodwin
Background: Staff will provide an overview of the Zoning Ordinance process.
Action: No action required.

Information

Planning Director's Report Debra Campbell

- City Council Retreat Overview
- Planning Department's Public Outreach Presentations *Attachment 2*

February & March 2014 Meeting Schedules *Attachment 3*

Committee Reports

- **Executive Committee** Tracy Dodson
  - December 16, 2013 Approved Minutes *Attachment 4*
  - Future Work Session Agenda Items

Future Work Session Agenda Item(s)	Work Session
Community Investment Plan	TBD

- **Zoning Committee** Tracy Dodson
  - Upcoming Rezoning Petitions Tammie Keplinger
  - Zoning Committee Agenda *Attachment 5*
  - Zoning Committee Public Hearings *Attachment 6*

- **Planning Committee** Tony Lathrop
  - December 17, 2013 Approved Minutes *Attachment 7*

- **Historic District Commission (HDC)** Karen Labovitz

- **Charlotte Regional Transportation Planning Organization (CRTPO)** Andy Zoutewelle

Communication from Chairperson Tracy Dodson

- Communications Committee

Charlotte-Mecklenburg Planning Commission

Attachment 1

January 6, 2014 – Noon
CMGC – Room 267
Action Minutes

Call to Order & Introductions

Chairperson Dodson called the meeting to order at 12:09 p.m., followed by introductions.

Attendance

Commissioners Present: Tracy Dodson (Chairperson), Emma Allen, Ray Eschert, Randy Fink, Karen Labovitz, Tom Low, Dionne Nelson, Deb Ryan, Mike Sullivan and Andy Zoutewelle

Commissioner Sullivan arrived at 12:11 p.m., Commissioner Nelson arrived at 12:12 p.m., and Commissioner Zoutewelle arrived at 12:18 p.m.

Commissioner Eschert left the meeting at 1:37 p.m.

Commissioners Absent: Vice-Chairperson Lathrop and Commissioner Walker

Planning Staff Present: Debra Campbell (Director), Pontip Aphayarath, Kathy Cornett, Laura Harmon, Garet Johnson, Tammie Keplinger, Melony McCullough, Cheryl Neely, Alysia Osborne, Catherine Stutts, Mandy Vari and Michelle Barber (temporary employee)

Administration

Approval of Planning Commission Minutes

Commissioner Ryan made a motion to approve the December 2, 2013 work session minutes. The motion was seconded by Commissioner Eschert. The vote was 10-0 to approve the minutes.

Policy

Area Plan Policy Assessment

Chairperson Dodson asked Director Campbell to introduce this agenda item. Ms. Campbell reminded the Commission that at their annual retreat, they were informed that staff is working on an initiative to review and revise the current area plan process. She stated that staff would provide a status report of the Area Plan Policy Assessment, as well as engage the Commission in an interactive exercise to gather input. Director Campbell then introduced Alysia Osborne.

Ms. Osborne stated that the presentation would focus on the project background, schedule, process, next steps and provide an opportunity for Commissioners to give input on the project. She explained that approximately one year ago staff started looking at our toolbox to make sure that we had the appropriate tools to develop the City in the manner in which we want to see it develop within the next 20-30 years. We started with the Zoning Ordinance Assessment and are now looking at the land use policies that help create the City's vision. The goal of the Area Plan Policy Assessment is to assess the effectiveness of our existing land use policies and to develop recommendations to strengthen our policy development processes, products and implementation tools. The entire Area Plan Policy Assessment PowerPoint presentation can be found **here**.

Alysia Osborne explained that the project team has met with interdepartmental staff and other partners to receive feedback on the strengths, weaknesses and opportunities of the existing process, products and implementation. She asked Commissioners to also provide input on these areas by noting their comments on sticky notes and placing them in the appropriate category on a large graphic

hung on the meeting room wall. Following is a listing of the handwritten comments received from Commissioners:

Process Strengths	**Process Weaknesses**	**Process Opportunities**
• Resources available – people and time. • Think carefully and meaningfully. • Staff with integrative and forward-thinking perspective. • Inclusive and willingness to learn from past projects and experiences. • Quality of staff. • Sharing with Commission information about topics. • Staff expertise and knowledge and enthusiasm.	• Need more information, especially from other counties and towns earlier in the process. • Planning Commission does not have much opportunity to weigh in on strategic design. • More detailed problem-solving for specific areas within a plan. For example, a significant transportation issue for a plan should go beyond identifying and look towards road improvement and implementation. • Who is not participating, but should be – core future residents, the poor, future leaders, and the elderly. • Too much time spent educating Commission and not enough discussing. • Desire for public input can trump visionary thinking. • Better recording and communicating of results to the public. • Lack of follow-up to public participation. • Political will. • Educating policy makers. • The process can be extended and opportunities will require expedited option. • Low participation throughout the duration of the area planning process – number of stakeholders tends to drop off. • When following multiple plans timing is difficult, every plan is different, so there are opportunities to miss steps in the process. • Comprehensive approach – integrating the different pieces, like transportation.	• Involve elected officials, City Council, earlier in the process. • Communication opportunities – utilizing various communication methods, such as email, Web site, regular mail and phone. • Create an opportunity for the Planning Commission to help educate the community about the process in planning. • Stronger feedback. • Link between plans and specific rezonings. • Streamline the process/simplify it. • Update zoning. • Expand the toolbox, weed out and move forward. • Land use opportunity values, educational opportunities, employer growth. • Opportunities for flexibility in the plans to avoid inconsistencies with zoning cases and future development.
Product Strengths	**Product Weaknesses**	**Product Opportunities**
• Area plans contain sufficient detail; they are clear and easily accessible • Plan design and format has made great improvements. • Striving to make it more user-friendly. • Products are generally strong and clear, especially graphics. • New GIS Web site and inclusion of multi-maps, graphics, etc., in one location.	• Recommended land use kind of parcel by parcel may be too specific to accomplish the vision and may require deviating from the plan to accomplish a specific project consistent with the vision. • Complexity of and increased reliance on negotiation favors large or wealthy landowners. • Confusion related to the code, zoning, etc. • Different answers to general questions.	• Lots of good examples from other cities. • Need more graphics. • Opportunity to expand the focus of amended land use to be more general in order to provide flexibility for easier attainment of the vision.

Implementation Strengths	Implementation Weaknesses	Implementation Opportunities
• Staff's efforts to implement plans and ordinances are very effective. • Staff does a good job of communicating the connection between the planning process and implementation.	• Inability to affect urban design/urban form with existing zoning. • A misalignment between the zoning ordinance and the plan process or existing plans and that makes implementation difficult. • Implementation of specific tasks tends to be spotty. • Implementation usually occurs over a very long period of time. • A lack of follow-up – how are policies working? • Lack of willingness to change, resistant to facing/addressing real threats. • Too much red tape – too slow in relation to the industry. • Better integration of Zoning and Planning Committee duties.	• Build on past successes. • Create more options for expedited zoning process. • Timing of revamp of zoning needs to be carefully considered (shorter revamp of a specific area or revamp of specific portion of the ordinance rather than years before revamp). • Find way for implementation to have more teeth – a specific strategy and coordination with other agencies and departments.

Staff asked the Commission for general comments about the current process. The following is a summary of the comments received:

- Commissioner Ryan said that Planning Commissioner's hands are tied in relation to achieving the vision of the area plans they worked to adopt, particularly when implementing through the Zoning Committee with the Zoning Ordinance. She stated that we do not have the tools we need to implement the vision – especially the design guidelines.

- Commissioner Labovitz noted there is a lack of communication after the public participation process. Stakeholders give feedback and then there is a lag in communication while the plan document is being prepared. She also said communication should occur after adoption as implementation occurs. Commissioner Labovitz suggested that the process be explained to the public when we are asking them to make recommendations.

- Commissioner Ryan asked if there is a policy about civic engagement. She stated that the public thinks that the input they provide should be included as recommendations, when in fact they are in an advisory role. Commissioner Labovitz agreed and suggested that staff clarify at public meetings that the citizen engagement role is advisory.

- Commissioner Fink stated that we expect the public to participate in the process and be professionals in the planning field and they are not. It is Planning staff's role to find tools to help the public provide feedback. Staff should consider tools like social media and polling. In terms of implementation, the long range scope loses momentum with those that can make it happen (Zoning Committee and other stakeholders).

- Commissioner Low noted that there are too many meetings. He suggested that staff use intensive charrettes more often. Charrettes have been effective in his practice because they allow for quicker consensus building versus a long drawn out process.

- Commissioner Sullivan suggested that we work with other municipalities to ensure plans are compatible with adjacent areas.

- Commissioner Ryan suggested that staff take more of a leadership role rather than being facilitators at public meetings. Commissioner Nelson agreed and suggested that public meetings be facilitated by a third party so that there can be open discussions at these meetings.

- Commissioner Dodson asked if consultants are used for plan development and if so, what percentage. Alysia Osborne and Kathy Cornett explained that consultants are used for market studies and are sometimes used for design charrettes. Usually less than 50% of area plans are developed by consultants.

- Commissioner Fink suggested that we take a more comprehensive approach. He noted that the Prosperity Hucks Area Plan and I-485 projects seem disjointed. The area plan process should be coordinated with other major projects which impact the area.

- Commissioner Ryan stated that public engagement should focus on consensus building rather than gathering information.

Staff asked the Commission if they had additional comments related to the product. Below is a summary of the discussion:

- Commissioner Zoutewelle said that planning is "blurred". He asked if we could move away from parcel specific recommendations to achieve an overall vision. He suggested identifying and explaining the ambiguity issue to the public and how it is applied, even if it is not parcel specific. Alysia Osborne noted that staff recognizes that sometimes there are consistency issues (land use color vs. plan vision). Chairperson Dodson further added that the Zoning Committee gets hung up on the consistency issue.

- Commissioner Nelson stated that there is value to knowing parcel specific recommendations, but suggested that there be guidelines included in area plans to allow for alternative development scenarios. She said that flexibility is needed because sometimes there is a need to deviate from the plan.

- Commissioner Low noted that "planning does not need more planning, planning needs more design". There needs to be more emphasis put on design.

- Commissioner Ryan stated that more images and drawings should be included in plans. Kathy Cornett mentioned that in the past, plans were designed for print, not for the Web. Staff is now moving towards more interactive documents.

- Commissioner Sullivan asked if plans are revisited when major policies are changed. For instance, if a text amendment creates non-conforming uses, will the area plan be revisited to address the impact of the text amendment. Kathy Cornett responded that plans are typically not revisited unless a specific issue comes up. However, she added that the need for a text amendment may come about as part of the Area Plan process. Chairperson Dodson clarified that the text amendment process typically identifies areas impacted by changes, providing indication of whether a plan update might be necessary. Alysia Osborne stated that the Plan Assessment Process considers these issues as well. (This annual process looks at various indicators to help determine the highest priority areas for developing plans and undertaking other planning initiatives.)

Staff asked the Commission if they had additional comments related to plan implementation. The following is a summary of the discussion:

- Commissioner Nelson asked if we show the implementation vision over time (i.e. time lapse of 3, 5 or 10 years). Kathy Cornett replied that development scenarios are sometimes included. Commissioner Nelson mentioned that sometimes it is difficult to visualize phased street connections. It can also be difficult for the public to focus on land use when street recommendations are shown on the same map. She suggested that staff separate land use from the infrastructure discussion. Showing different transportation improvements (dotted and solid lines) on the land use map can be confusing when asking the public for land use feedback. The phasing of infrastructure funding should be clearly displayed or presented. Staff should consider having multiple maps which illustrate different phases. For instance, perhaps maps could show the development pattern for a five-year window and then a window of what will happen in the next 15 years. Alysia Osborne replied that we have done that for some of our catalyst sites when we know the infrastructure is funded. She informed the Commission that we have a new software called CommunityViz, which will hopefully allow us to more easily show land use and infrastructure scenarios over a period of time. Commissioner Nelson suggested that implementation phases be clarified at the beginning of a process so expectations are realistic.

- Commissioner Zoutewelle noted that the problem is a lot of the funding comes from private sources. Chairperson Dodson mentioned that a lesson learned from the South Corridor is there should be ways to leverage private funding to achieve the vision in the public right-of-way, if opportunities for private funding are available.

- Commissioner Ryan noted that there are a few outstanding policy issues (1) Affordable Housing: how has this been addressed and have the policies had any impact? (2) Accessory Dwellings: how do we know this is working? Do we have quantifiable information? (3) Catalyst Projects: (2010 Plan) any tracking of successes from this plan? Is that story getting told? Commissioner Ryan stated that receiving the department's monthly outreach presentation report is nice, but she would much rather know what the policies have done and how they have affected change.

- Commissioner Low asked staff to define a catalyst project. Alysia Osborne stated that there is not an official process, but we have used it on our corridor revitalization plans. For example, in areas with several issues or concerns, we identify areas where we want to allocate funding and use public/private partnerships to help change an entire corridor. Kathy Cornett added that economic development focused plans also tend to use this tool for leveraging dollars to spur change.

- Commissioner Low wanted to know how the Planning Department can help spur catalyst projects and if we can make every plan a catalyst project. Chairperson Dodson noted that there is only so much funding available and it takes lots of discussions to figure out how to allocate funds.

- Commissioner Low mentioned that other cities have pilot programs where a mayor or leader identifies projects which need to be worked on in a collaborative manner and the project is completed. In these instances funding is not the issue, the rules or policies usually inhabit the project. Chairperson Dodson stated that the Applied Innovation Corridor initiative is an example of how this is being done in Charlotte.

Ms. Osborne stated the next steps are to complete the branding of the project in February, complete the external assessment in March, complete research and finalize the Assessment Report in April.

The Commission thanked staff for the presentation and the opportunity to provide input.

Information

Planning Director's Report
Garet Johnson stated that Director Campbell had a conflict and had to leave the meeting early. She referred the Commission to Attachment 2.

January & February 2014 Meeting Schedules
The Chairperson stated that the January and February meeting schedules were distributed. She noted that due to the Martin Luther King, Jr. Holiday, there are changes to the regular meeting schedule.

Committee Reports

Executive Committee
Chairperson Dodson directed Commissioners to the Executive Committee's approved minutes from their November 18th meeting (Attachment 4) and the future work sessions agenda items.

Zoning Committee
Chairperson Dodson stated that the Zoning Committee met this morning, prior to the work session. She then asked Tammie Keplinger to provide the report.

Ms. Keplinger reported that there are seven cases scheduled for public hearing in January. Major cases include the Matthews' Farm rezoning and a rezoning at the intersection of Endhaven Lane and I-485. She also stated that there are thirteen decisions scheduled for January.

Planning Committee
The Planning Committee Chairperson and Vice-Chairperson were not in attendance. Chairperson Dodson referred the Commission to the Committee's November 19th minutes (Attachment 6).

Historic District Commission (HDC)
Commissioner Labovitz said that the December HDC meeting was very interesting; however, the meeting was very lengthy, lasting until 11:00 p.m. She reported that staff and the Commission are working on process improvements to shorten the meetings, but it is really challenging.

Charlotte Regional Transportation Planning Organization (CRTPO)
Commissioner Zoutewelle reported that CRTPO is moving towards the new prioritization formulas and is going to make a recommendation to NCDOT. In regards to the Monroe Bypass, NCDOT is nearing completion of the revised Environmental Impact Study.

Communication from Chairperson
Chairperson Dodson reminded the Commission that Commissioner Phipps was elected to City Council and Commissioner Firestone resigned. She was not sure when these two vacancies will be filled, but indicated that this will inevitably lead to Committee rotations.

Adjournment

The meeting adjourned at 1:42 p.m.

Charlotte-Mecklenburg Planning Department

Community Outreach Presentations

#	Date	Presentation	Staff
1	11/12/13	Cherry Neighborhood - Local Historic District Designation	Howard/Birmingham
2	11/14/13	Statesville Airport Commission - Charlotte Regional Transportation Planning Organization (CRTPO) 101	Cook
3	11/19/13	Davidson Town Council - Enlarging their Local Historic District	Howard/Birmingham
4	11/20/13	Geographical Information System (GIS) Day	Sigmon/Aphayarath/ Duhaney/Kinley/ Lyte-Graham/Prescott/Stutts/ Taylor
5	11/21/13	Town of Mooresville Board of Commissioners - Charlotte Regional Tranportation Planning Organization (CRTPO) 101	Cook
6	12/02/13	Greater Enrichment Program, Ashley Park Elementary - Introduction to Local Government and Urban Planning	McCullough/Young
7	12/02/13	Marshville Town Council - "CRTPO 101"	Cook
	12/04/13	UNC Charlotte School of Architecture - Guest Design Studio Juror	Howard
	12/05/13	CATS Public Meeting at Sugaw Creek Presbyterian - Blue Line Extension construction update	Cornett/Stutts/Vari
8	12/06/13	Cherry Neighborhood - Local Historic District Designation strategy with preservation partners	Howard
9	12/09/13	Greater Enrichment Program, Ashley Park Elementary - Introduction to Local Government and Urban Planning	McCollough/Young
10	12/09/13	Historic Charlotte Board of Directors - Historic District Commission update	Howard
11	12/10/13	Public Meeting at Oasis Shriner's Temple - University City Area Plan update and CATS Blue Line Extension construction update	Cornett/Stutts/Vari
	12/10/13	New City Council Members - Rezoning Orientation	Keplinger
12	12/12/13	Mallard Creek Community Organization - Prosperity Village Street, Crime, and Zoning	Main
13	12/16/13	Greater Enrichment Program, Ashley Park Elementary - Introduction to Local Government and Urban Planning	McCullough/Young
14	12/18/13	Chamber Land Use Committee - Blue Line Extension Area Plans	Cornett
15	01/08/14	Charlotte Regional Transportation Planning Organization (CRTPO) - Orientation	Cook/Landa/Basham/ Bridges/McCullough
16	01/21/14	RE/MAX Executive Company Meeting - Transportation Planning & Projects in the Charlotte Region	Bridges
17	01/22/14	Greater Catawba River District Neighbors Meeting - Future Plans for the Area	McCullough

Charlotte-Mecklenburg Planning Commission

Attachment 3

Meeting Schedule
February 2014

Date	Time	Purpose	Location
Full Planning Commission			
02-03-14	Noon	Work Session	Conference Room 267 2nd Floor - CMGC
Executive Committee			
02-17-14	4:00 p.m.	Work Session	Conference Room 266 2nd Floor – CMGC
Planning Committee			
02-18-14	5:00 p.m.	Work Session	Conference Room 280 2nd Floor - CMGC
Zoning Committee			
02-04-14	4:30 p.m.	Work Session[1]	Innovation Station 8th Floor - CMGC
02-17-14	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
02-17-14	6:00 p.m.	City Rezonings	Meeting Chamber Lobby Level – CMGC
02-26-14	4:30 p.m.	Work Session	Conference Room 280 2nd Floor – CMGC
Other Committee(s)			
02-12-14	3:00 p.m.	Historic District Commission	Conference Room 280 2nd Floor - CMGC
02-19-14	6:00 p.m.	MPO Education Session	Conference Room 267 2nd Floor – CMGC
02-19-14	7:00 p.m.	CRTPO Meeting	Conference Room 267 2nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

I-77/I-277 Noise Wall			
02-06-14	6:00 p.m.	Public Meeting	Conference Room 267 2nd Floor – CMGC
University City Area Plan (UCAP) Blue Line Extension (BLE) Transit Station Area Plans Update			
02-11-14	4:30 p.m.	Public Workshop	Oasis Shriner's Temple 604 Doug Mayes Place
Mobile Grocery Market Text Amendment			
02-11-14	6:00 p.m.	Citizen Advisory Group	Conference Room 267 2nd Floor – CMGC
Midtown · Morehead · Cherry Pedestrian Overlay Zoning Amendment			
02-27-14	6:00 p.m.	Public Meeting	Mahlon Adams Pavilion - Freedom Park 2435 Cumberland Ave

[1] Due to inclement weather, the regularly scheduled January 29th Zoning Committee meeting was rescheduled to February 4th.

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

March 2014

Date	Time	Purpose	Location
Full Planning Commission			
03-03-14	Noon	Work Session	Conference Room 267 2nd Floor - CMGC
Executive Committee			
03-17-14	4:00 p.m.	Work Session	Conference Room 266 2nd Floor – CMGC
Planning Committee			
03-18-14	5:00 p.m.	Work Session	Conference Room 280 2nd Floor - CMGC
Zoning Committee			
03-17-14	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
03-17-14	6:00 p.m.	City Rezonings	Meeting Chamber Lobby Level – CMGC
03-26-14	4:30 p.m.	Work Session	Conference Room 280 2nd Floor – CMGC
Other Committee(s)			
03-12-14	7:00 p.m.	Historic District Commission	Conference Room 280 2nd Floor - CMGC
03-19-14	7:00 p.m.	CRTPO Meeting	Conference Room 267 2nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

University City Area Plan (UCAP) Blue Line Extension (BLE) Transit Station Area Plans Update			
03-11-14	4:30-6:30 p.m.	Public Workshop	Oasis Shriner's Temple 604 Doug Mayes Place

Charlotte-Mecklenburg Planning Commission
Executive Committee

Attachment 4

Approved
January 21, 2014

December 16, 2013 – 4:00 pm
CMGC – Conference Room 266
Minutes

Call to Order & Introductions

The meeting was called to order at 4:07 p.m.

Attendance

Commissioners Present: Tracy Dodson (Chairperson), Tony Lathrop (Vice-Chairperson), Emma Allen and Ray Eschert.

Commissioner Allen arrived at 4:13 p.m. Vice-Chairperson Lathrop arrived at 4:24 p.m.

Commissioner(s) Absent: None

Planning Staff Present: Debra Campbell (Director), Cheryl Neely and Michelle Barber

Approval of Minutes

A motion was made by Commissioner Allen and seconded by Commissioner Eschert to approve the November 18, 2013 Executive Committee minutes. The vote was 3 to 0 to approve the minutes.

Follow-up Assignments

Attendance Requirements for Involvement in Public Input Processes

At the November Executive Committee meeting, the Committee agreed to revise the current policy for attendance requirements for Commissioner involvement in Citizen Advisory Groups and public input processes initiated by staff. Cheryl Neely drafted a revised policy based on input received from the Executive Committee and sent the policy to Chairperson Dodson for review. Chairperson Dodson indicated that she would forward her comments to the Executive Committee for review. The intent is to finalize the policy and present it at the January or February work session.

University City Are Plan – BLE Transit Station Are Plans Update

Director Campbell explained that at the December work session Commissioner Eschert asked about the feeder bus network for the BLE transit stations and if data is available to show where ridership is coming from along the existing transit line. She said that Planning staff contacted CATS staff who indicated they could present information at a work session. Ms. Campbell asked if the Commission wanted CATS to present information or if they wanted the information included in their agenda packet. Chairperson Dodson requested that the information be illustrated on a map and included in their agenda packet. The Commission may have a larger conversation with CATS in the spring.

Future Work Session Agenda Items

Debra Campbell stated that Terry Shook presented diagnostic information to staff about planning and design issues in Transit Oriented Development (TOD) districts. The presentation focuses on how changes in policies and ordinances might help achieve a better urban environment. She asked if the Commission would like staff to arrange for the Commission to have this presentation.

Chairperson Dodson asked if it would be more appropriate to have the presentation after the Zoning Ordinance Process presentation. Director Campbell stated that it could possibly be a part of that presentation because it is a test case and if the TOD district is modified, staff may want to modify

other districts in a similar manner. Chairperson Dodson said that if this item cannot fit on the February agenda, it can be added to the March agenda. Debra Campbell further noted that the presentation would also give a practical example of form-based codes.

The Committee agreed on the following future work session agenda items:

Future Work Session Agenda Items	Work Session
1. Area Plan Policy Assessment We did this in December	January
2. Zoning Ordinance Process	February
3. Planning Director's Report – City Council Retreat Overview	February
4. Transit Station Area Design Issues – Terry Shook Presentation	TBD

Chairperson Dodson informed the Committee that she would like to use the last half of a work session to have lunch with staff. Considering the future agenda items, it may be best to plan for this at the March work session. The Executive Committee members and the Planning Director agreed.

Approval of the January 6, 2014 Work Session Agenda

Chairperson Dodson stated that the January 6, 2014 work session agenda was fine as submitted.

January and February 2014 Meeting Schedules

The Committee reviewed the January and February meeting schedules.

Debra Campbell asked who replaced Commissioner Phipps as the MPO representative. Chairperson Dodson responded that Commissioner Zoutewelle is the MPO representative. Ms. Campbell noted that the representative should attend the MPO orientation which is scheduled for January 8, 2014.

Chairperson Dodson asked if the Nightclubs, Bars and Restaurants Public Workshop scheduled for January 16, 2014 will be the last meeting. Debra Campbell replied this will be the last meeting because the public hearing is in February. She explained that concerns were expressed by some neighborhoods. The major issue is they are trying to create a section in the ordinance that allows exemptions in order for business owners who have been operating, generally illegally under the existing standards, the opportunity to operate in the way they have been without meeting the new separation requirements. She further explained that there are businesses located in the Elizabeth neighborhood that the neighborhood wants to go away. However, it was never staff's intent during this process to put anybody out of business. The Planning Director thinks the issue is more about three businesses that have expanded their outdoor space and the amount of time they are outside because the majority of the properties adjoining these businesses are residential uses.

Commissioner Eschert asked if there was still a provision with the noise ordinance. Debra Campbell responded that there is, but unfortunately in some instances the noise ordinance has not been implemented effectively, because it is under the provision of the police and unfortunately the police do not prioritize responding to noise as they would robberies or violent crimes.

Chairperson Dodson asked if this public meeting is really targeted at one particular neighborhood. Debra Campbell responded no, it is a broader Citizen Advisory Group meeting to respond to the neighborhoods issues that will likely result in some minor modifications to the text amendment.

Adjournment

The meeting adjourned at 4:35 p.m.

AGENDA
CHARLOTTE-MECKLENBURG PLANNING COMMISSION
ZONING COMMITTEE WORK SESSION
Charlotte-Mecklenburg Government Center, Rm. 280
January 29, 2014
4:30 P.M.

1.	**Petition No. 2013-017** (Council District 3 – Mayfield) **by NCDG, LLC** for a change in zoning for approximately 3.1 acres located on the east side of Little Rock Road and north of the intersection at Little Rock Road and Tuckaseegee Road from R-3 LLW-PA, single-family residential, Lower Lake Wylie Protected Area to B-1(CD), neighborhood business, conditional, Lower Lake Wylie Protected Area.
2.	**Petition No. 2013-072** (Council District 4 – Phipps) **by Aventine Development, Inc.** for a change in zoning for approximately 5.94 acres located at the intersection of Eastfield Road and Prosperity Church Road from R-3 (single family residential) to NS (neighborhood services).
3.	**Petition No. 2013-098** (Council District 7 – Driggs) **by Trotter Builders** for a change in zoning for approximately 10.3 acres located on the south side of Endhaven Lane and north side of Interstate 485 near the intersection of Endhaven Lane and Misty Ridge Lane from R-3, single-family residential to UR-3(CD), urban residential, conditional, 5-year vested rights.
4.	**Petition No. 2013-099** (Council District 6 – Smith) **by Michael T. Whitehead & Elizabeth M. Whitehead** for a change in zoning for approximately 2.70 acres located on the southeast corner of the intersection at Rama Road and Sardis Road from INST(CD) (institutional, conditional) to INST(CD) SPA (institutional, conditional, site plan amendment).
5.	**Petition No. 2013-102** (Council District 1 – Kinsey) **by Wajahat & Ferah Syed** for a change in zoning for two parcels approximately 0.40 acres in total located on the south side of North Davidson Street between East 33rd Street and East 35th Street from R-5 (single-family residential) to TOD-M (transit oriented development-mixed) and MUDD-O (mixed use development, optional) to MUDD-O SPA (mixed use development, optional, site plan amendment).
6.	**Petition No. 2014-001** (Council District 1 – Kinsey) **by Weekley Homes, LP** for a change in zoning for approximately 1.02 acres located on the northeast corner at the intersection of Ideal Way and Euclid Avenue from R-5, single-family residential and MUDD(CD), mixed use development, conditional to UR-2(CD), urban residential, conditional.
7.	**Petition No. 2014-002** (Council District 1 – Kinsey) **by The Raininer Group, LLC** for a change in zoning for approximately 1.14 acres located on the northwest corner at the intersection of East Worthington Avenue and Cleveland Avenue from TOD-R(CD), transit oriented development–residential, conditional to TOD-MO, transit oriented development-mixed, optional.
8.	**Petition No. 2014-004** (Council District 1 – Kinsey) **by Charlotte-Mecklenburg Planning Department** for a change in zoning for approximately 2.4 acres located on the south side of Raleigh Street between East Sugar Creek Road and Greensboro Street from I-2, general industrial to TOD-M, transit oriented development-mixed.

Attachment 6

**NOTICE OF PUBLIC HEARINGS ON PETITIONS
FOR ZONING CHANGES BY CITY COUNCIL
OF THE CITY OF CHARLOTTE, N.C.**

NOTICE is hereby given that public hearings will be held by the City Council in the Meeting Chamber located in the Charlotte-Mecklenburg Government Center, 600 East Fourth Street beginning at 6:00 P.M. on **Monday, the 17th day of February, 2014** on the following petitions that propose changes to the Official Zoning Maps of the City of Charlotte, North Carolina:

Petition No. 2013-085 by Providence Road Farms, LLC / Crosland Southeast / Childress Klein Properties for a change in zoning for approximately 89.5 acres located on the east side of Providence Road between Golf Links Drive and Chancelot Lane from R-3 & R-3(CD) to MUDD-O & MX-2(Innov.), 5 year vested rights.

Petition No. 2014-005 by Gateway Communities NC, LLC for a change in zoning for approximately 0.39 acres located on the north side of Central Avenue between St. Julien Street and Westover Street from B-1 to MUDD-O (CD).

Petition No. 2014-006 by New Carolina Income Properties, LLC for a change in zoning for approximately 0.40 acres located on the north side of East Tremont Avenue between Cleveland Avenue and Euclid Avenue across from Atherton Heights Lane from UR-2(CD) to TOD-R(CD).

Petition No. 2014-007 by Jeff Tonidandel for a change in zoning for approximately 0.28 acres located on the west corner at the intersection of East Boulevard and Charlotte Drive from B-1(CD)(PED)(HD-O) to B-1(CD) SPA, (PED-O)(HD-O).

Petition No. 2014-010 by Center for Healthy Living, Inc. DBA The Ivey for a change in zoning for approximately 2.08 acres located on the west side of Park South Drive between Royal Crest Drive and Fairview Road from R-3 & INST(CD) to UR-C(CD).

Petition No. 2014-011 by Victor King for a change in zoning for approximately 3.25 acres located on the south side of Montana Drive generally bounded by Interstate 85, Ablewood Road, and Burbank Drive from I-2 to I-1(CD).

Petition No. 2014-012 by Lincoln Harris, LLC for a change in zoning for approximately 6.1 acres located at the intersection of Carnegie Boulevard and Congress Street on the west side of Barclay Downs Drive from MUDD-O to MUDD-O SPA.

Petition No. 2014-014 by Sam's Real Estate Holdings, Georgia, LLC for a change in zoning for approximately 1.9 acres located on the north corner at the intersection of Northlake Centre Parkway and Point O'Woods Drive from R-3 to NS.

Petition No. 2014-015 by St. Michael & All Angels for a change in zoning for approximately 5.73 acres located on the southeast corner at the intersection of West Sugar Creek Road and David Cox Road from NS to R-3.

Petition No. 2014-017 by Charlotte-Mecklenburg Planning Department for a change in zoning for approximately 0.19 acres located on the south corner at the intersection of South Tryon Street and West Park Avenue from B-1 to TOD-M.

Petition No. 2014-019 by Charlotte-Mecklenburg Planning Department for a change in zoning for two parcels approximately 26.47 acres located on the west corner of the intersection at Mallard Creek Road and Salome Church Road from CC to R-4.

Petition No. 2014-020 by Charlotte-Mecklenburg Planning Department for a change in zoning for approximately 1.35 acres located on the south side of Springview Road between Mellow Drive and Kentbrook Drive from R-17MF to R-8MF.

Petition No. 2014-022 by Ingenuity Sun Media, LLC for a change in zoning for two parcels approximately 9.18 acres in total located on Hamilton Street near Music Factory Blvd from MUDD-O to MUDD-O SPA.

Petition No. 2014-026 by Abigail Jennings: Pioneer Springs Community School for a change in zoning for approximately 2.94 acres located on the east side of Bob Beatty Road north of the intersection at Reames Road and Old Statesville Road from B-2(CD), O-1(CD) and B-1 to B-2(CD) SPA, O-1(CD) SPA and B-1(CD).

The City Council may change the existing zoning classification of the entire area covered by each petition, or any part or parts of such area, to the classification requested, or to a higher classification or classifications without withdrawing or modifying the petition.

Interested parties and citizens have an opportunity to be heard and may obtain further information on the proposed changes from the Charlotte-Mecklenburg Planning Department Office, Charlotte-Mecklenburg Government Center, 600 East Fourth Street, 704-336-2205. www.rezoning.org

To file a written petition of protest which if valid will invoke the 3/4 majority vote rule (General Statute 160A-385) the petition must be filed with the City Clerk no later than the close of business on **Wednesday, February 12th, 2014**.

NOTICE OF PUBLIC HEARINGS ON PETITIONS
FOR ZONING ORDINANCE CHANGES BY CITY COUNCIL
OF THE CITY OF CHARLOTTE, N.C.

NOTICE is hereby given that public hearings will be held by the City Council in the Meeting Chamber located in the Charlotte-Mecklenburg Government Center, 600 East Fourth Street beginning at 6:00 P.M. on **Monday, the 17th day of February, 2014** on the following petition that propose changes to the City of Charlotte Zoning Ordinance:

Petition No. 2013-026 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to modify the Pedestrian Overlay District development and urban design standards.

Petition No. 2013-090 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to create new definitions and regulations for eating, drinking and entertainment establishments by replacing definitions and regulations for restaurants, nightclubs, bars and lounges. Allows eating, drinking and entertainment establishments by right or with prescribed conditions in the following zoning districts: multi-family, UR-2, UR-3, UR-C, institutional, research, office, business, MX-1, MX-2, MX-3, MUDD, UMUD, CC, NS, TOD, U-I, industrial, PED and TS.

Petition No. 2014-021 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance adding new regulations for mobile grocery markets.

Interested parties and citizens have an opportunity to be heard and may obtain further information on the proposed changes from the Charlotte-Mecklenburg Planning Department Office, Charlotte-Mecklenburg Government Center, 600 East Fourth Street, 704-336-2205. www.rezoning.org

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Charlotte-Mecklenburg Planning Commission
Planning Committee Meeting Minutes
December 17, 2013 – 5:00 p.m.
CMGC – Second Floor, Room 280

Attachment 7
Approved
January 21, 2014

Attendance
Commissioners Present: Chairperson Tony Lathrop, Vice-Chairperson Raymond Eschert, Randy Fink, Dionne Nelson, Michael Sullivan and Andy Zoutewelle

Planning Staff Present: Garet Johnson, Alysia Osborne, Sonda Kennedy, Melony McCullough, Catherine Stutts, Bryman Suttle and Jonathan Wells

Other Staff Present: Jacqueline McNeil and Katie Ross (Mecklenburg County Asset and Facility Management) and Dennis LaCaria and Susan Cannella (Charlotte-Mecklenburg Schools)

Call to Order and introductions
Chairperson Tony Lathrop called the meeting to order at 5:10 p.m.

Approve November 19, 2013 Minutes
A motion was made by Commissioner Zoutewelle and seconded by Vice-Chairperson Eschert to approve the November 19, 2013 minutes. The vote was unanimous to approve the minutes.

Mandatory Referral Process
Chairperson Lathrop asked Jonathan Wells (Planning) to give a brief overview of the Mandatory Referral process. Jonathan Wells (Planning) briefly explained that this process is required by a state law that was approved in 1973. Whenever the City, County or sub-entities propose capital investments that involve real estate transactions, they must go through this process. He reminded the Committee that consideration should be given to consistency with publicly adopted plans and policies, compatibility with surrounding land uses, impact on existing infrastructure and joint use opportunities when making recommendations on Mandatory Referrals. Factors that cannot be considered include costs and alternative locations.

M.R. #13-26: Proposal by City of Charlotte Real Estate Division to Acquire Property Located at 2500 West Boulevard
Alberto Gonzalez (Planning) presented Mandatory Referral #13-26, a proposal from the City of Charlotte Real Estate Division to acquire approximately 5 acres of land located on the northerly side of West Boulevard between Tyvola and Old Steele Creek roads (PID 117-076-06, 07 and 11 – 14) for a new Charlotte-Mecklenburg Police Department Westover Division Office and City of Charlotte Neighborhood & Business Services Southwest Service Area Code Enforcement Office. Mr. Gonzalez stated that City Real Estate is requesting that this Mandatory Referral be deferred until January 2014.

A motion was made by Commissioner Zoutewelle and seconded by Commissioner Nelson to defer Mandatory Referral #13-26 until January 2014. The vote was unanimous to approve staff's request to defer Mandatory Referral #13-26.

M.R. #13-31: Proposal by Charlotte-Mecklenburg Schools (CMS) to Sell Land Located along Bailey Road in the Town of Cornelius

Charlotte-Mecklenburg Schools (CMS) proposes to sell approximately 1 acre of vacant land located along Bailey Road (PID 007-152-33) in the Town of Cornelius. Mr. Wells explained that the subject property was severed from the Hough High School campus by the Bailey Road realignment and is no longer needed by CMS. He added that the Town of Cornelius is in the process of changing the plan for the area to support this request and their staff anticipates the change to take place in January. Commissioner Fink asked how situations have previously been handled when a proposal is inconsistent with the current plan but consistent with an anticipated plan. Mr. Wells explained that consideration is given to the current plan as well as any extenuating circumstances or conditions.

A motion was made by Commissioner Zoutewelle and seconded by Vice-Chairperson Eschert to approve Planning staff's recommendation for Mandatory Referral #13-31. The vote was unanimous to approve staff's recommendation for Mandatory Referral #13-31.

M.R. #13-27: Proposal by Mecklenburg County Park and Recreation to Accept the Donation of Property Located on Arrowpoint Boulevard

Catherine Stutts (Planning) presented Mandatory Referral #13-27, a proposal by Mecklenburg County Park and Recreation to accept the donation of approximately 5 acres of vacant land located on Arrowpoint Boulevard in Arrowpoint Business Park (PID 203-021-15) for expansion of the greenway system along Sugar Creek. The subject parcel is almost entirely located in a FEMA-designated floodplain. The donation is consistent with the County's *2008 Parks Master Plan* and the *2008 Mecklenburg County Greenway Master Plan*. Acquisition of this property is expected to be complete by early 2014.

A motion was made by Vice-Chairperson Eschert and seconded by Commissioner Sullivan to approve Planning staff's recommendation for Mandatory Referral #13-27. The vote was unanimous to approve staff's recommendation for Mandatory Referral #13-27.

M.R. #13-28: Proposal by Mecklenburg County Park and Recreation to Acquire Property Located on Farm Pond Lane

Alysia Osborne (Planning) presented Mandatory Referral #13-28, a proposal from Mecklenburg County Park and Recreation to accept the donation of approximately 27 acres of vacant land located on Farm Pond Lane (PID 103-291-25 and 103-302-43) for expansion of the greenway along Campbell Creek. The donation is consistent with recommendations in the County's *2008 Parks Master Plan* and the *Eastside Strategy Plan* (2003).

A *motion was made by Commissioner Nelson and seconded by Commissioner Zoutewelle to approve Planning staff's recommendation for Mandatory Referral #13-28. The vote was unanimous to approve staff's recommendation for Mandatory Referral #13-28.*

M.R. #13-29: Proposal by Mecklenburg County Park and Recreation to Acquire Property Located off Pamela Street Extension

Jonathan Wells (Planning) presented Mandatory Referral #13-29, a proposal by Mecklenburg County Park and Recreation Department to acquire approximately 1.6 acres of vacant land located off Pamela Street Extension (PID 013-024-27 – 31) in a paper subdivision within Huntersville's boundaries for expansion of the Auten Nature Preserve. Chairperson Lathrop asked questions about the paper subdivision and the nature preserve connection to the greenway. Jacqueline McNeil (County Asset and Facility Management) explained that the subdivision was never developed and the subject property looks the same as other properties in the area. Commissioner Nelson asked if the county owned land is already a part of the nature preserve. Ms. McNeil replied yes and that once the subject property is acquired, it will be incorporated into the nature preserve.

A motion was made by Vice-Chairperson Eschert and seconded by Commissioner Sullivan to approve Planning staff's recommendation for Mandatory Referral #13-29. The vote was unanimous to approve staff's recommendation for Mandatory Referral #13-29.

M.R. #13-30: Proposal by Mecklenburg County Park and Recreation to Acquire Several Parcels Located in the Reid Park Neighborhood

Alberto Gonzalez presented Mandatory Referral #13-30, a proposal by Mecklenburg County Park and Recreation to acquire eight parcels (PID 145-172-01, 05, 06, 08; 145-173-09, 12; 145-186-03, 05) located within the boundary of the future "Reid Park Park." Both Chairperson Lathrop and Commissioner Nelson had questions about the ownership of several parcels. Katie Daughtry (County Asset and Facility Management) explained the property ownership pattern. Acquisition of these parcels will provide a continuous stretch of land for a linear park. Commissioner Zoutewelle stated that he is familiar with the neighborhood and he is pleased to see plans for a park in the community.

A motion was made by Commissioner Zoutewelle and seconded by Vice-Chairperson Eschert to approve Planning staff's recommendation for Mandatory Referral #13-30. The vote was unanimous to approve staff's recommendation for Mandatory Referral #13-30.

Area Plan Status and Meeting Report

Commissioner Nelson is assigned to the Blue Line Extension Station Area Plan (BLE) and she attended the community meeting December 10, 2013 and reported that public participation was great. She was especially pleased that different City and County departments were represented. There was positive feedback from the public. The next community meeting is scheduled for February 11, 2014. This meeting will focus on transportation and community design.

Commissioner Nelson inquired about the BLE meeting times. She thinks that 4 p.m. is too early for people who may not get off work until 5 p.m. Ms. Osborne explained that most of the stakeholders are business owners and the meetings are scheduled to take place while they are still in the area. She noted that the previous BLE meetings were at 6 p.m. Commissioner Nelson suggested a meeting time to accommodate business owners as well as residents and others who may need to come after work. She noted the difficulty in getting through rush hour traffic. Ms. Johnson added that University City Partners (UCP) requested the earlier meeting time. Commissioner Lathrop asked if UCP advocates for residents or mostly businesses. Ms. Johnson replied mostly businesses. Commissioner Lathrop responded that UCP wanting the meetings to be held at 4:00 p.m. does not speak for residents and suggested that there may need to be a meeting at 6 p.m. for residents. Commissioner Nelson asked if staff can gauge participation. She stated that she trusts staff judgment but that staff needs to make sure they are not missing a subgroup. We do not want people to disengage because they think they cannot make it to a meeting.

Chairperson Lathrop thanked staff for the BLE tour which he said was extremely helpful and interesting. Commissioner Fink commented that the BLE meeting format was outstanding and very helpful. He stated that everyone appeared to be participating and this was a very inviting way to get feedback. Commissioner Nelson stated that this public meeting venue was better than the Prosperity Hucks setup. She thinks the setup worked better for constructive feedback. It was also positive that other departments were available to answer questions. Other staff (besides Planning) should be upfront and more visible at the meetings.

Melony McCullough (Planning) shared a video that was recorded at the BLE meeting by the GovChannel. The video showed interviews of participants expressing their opinion about the meeting. She stated that staff is looking at ways to improve community engagement as well as improve the area planning process. The

committee members think this is a good gesture and could possibly improve participation. Vice-Chairperson Eschert stated that he would like to see other planning initiatives use this tool.

The Committee briefly discussed the Prosperity-Hucks planning process. Garet Johnson (Planning) shared that staff has been working with the community to address their concerns which primarily focus on street names. She noted that some of the street names are changing in response to public comments. She further stated that staff will summarize issues heard to date during their presentation at the community meeting and explain how they have been addressed in the plan. Commissioner Fink said he understands that road names are not a part of the area planning process and that they have been discussed because it is a forum.

Commissioner Nelson also noted a lot of feedback concerning transportation issues. She noted that she understands that these issues are to be addressed by Charlotte Department of Transportation but is concerned that the momentum is not in favor of a recommendation. She also suggested that staff resolve any logistical issues such as the microphone before the next community meeting. Chairperson Lathrop requested that the draft plan be sent to the Committee upon completion.

Chairperson Lathrop thanked staff for their input and information.

Adjourn: 6:15 p.m.