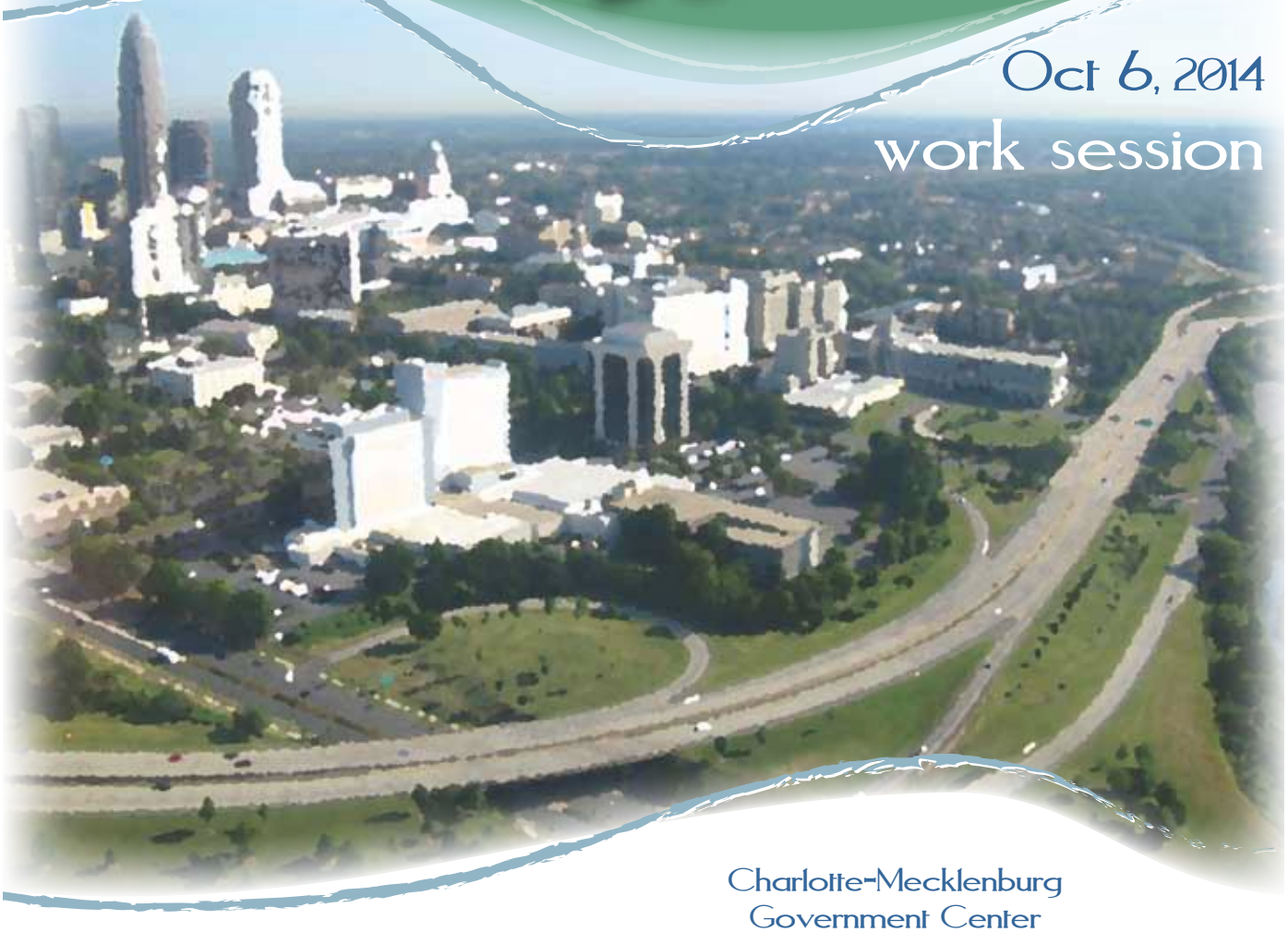
a City-County agency providing public Planning Services to the City of Charlotte and the unincorporated areas of Mecklenburg County

Planning Commission

Oct 6, 2014

work session



Charlotte-Mecklenburg Government Center

Room 267

Noon

Charlotte-Mecklenburg Planning Commission

Work Session Agenda
October 6, 2014 – Noon
CMGC – Conference Room 267

Call to Order & Introductions Tony Lathrop

Administration

Approval of Planning Commission Minutes
Approve the September 12, 2014 minutes. *Attachment 1*

Policy

Retreat Follow-up/ Zoning Ordinance Update Laura Harmon & Bridget Dixon
Background: The Commission and staff will continue discussion from the annual retreat, including the Commission's potential role in the Zoning Ordinance Update.
Action: For discussion only.

Prosperity Hucks Area Plan Kent Main
Background: Staff will provide an update on the Prosperity Hucks Area Plan.
Action: For discussion only.

Information

Planning Director's Report Ed McKinney

- Planning Department's Public Outreach Presentations *Attachment 2*

October & November 2014 Meeting Schedules *Attachment 3*

Committee Reports

- **Executive Committee** Tony Lathrop
  - July 21, 2014 Approved Minutes *Attachment 4*
  - Future Work Session Agenda Items

Future Work Session Agenda Items	Work Session
1. Area Plan Policy Assessment Update	TBD
2. Transit Oriented Development (TOD)	TBD

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

- **Planning Committee** Tony Lathrop
  - July 15, 2014 Approved Minutes *Attachment 6*

- **Historic District Commission (HDC)** Mike Sullivan
  - September 10, 2014 Meeting Update *Attachment 7*

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

Communication from Chairperson Tony Lathrop

Charlotte-Mecklenburg Planning Commission

Attachment 1

Work Session/Retreat
September 12, 2014 – 9:00 am
Mahlon Adams Pavilion – Freedom Park
Summary Minutes

Attendance

Commissioners Present: Tony Lathrop (Chairperson), Tracy Dodson (Vice-Chairperson), Emma Allen, Ray Eschert, Randy Fink, Karen Labovitz, Tom Low, Deb Ryan, Mike Sullivan, Dwayne Walker, Cozzie Watkins and Nancy Wiggins

Commissioner(s) Absent: Dionne Nelson

Commissioner Watkins arrived at 9:17 a.m.
Vice-Chairperson Dodson left at 9:20 a.m. and returned at 11:25 a.m.
Commissioner Allen left at 2:32 p.m. and returned at 2:48 p.m.
Commissioner Allen left at 2:55 p.m.
Commissioner Ryan left at 3:10 p.m.

Planning Staff Present: Debra Campbell (Planning Director), Pontip Aphayarath, Laura Harmon, Garet Johnson, Tammie Keplinger, Ed McKinney, Cheryl Neely and Bridgett Sistrunk (temporary employee)

City Attorney Staff: Terrie Hagler-Gray, Senior Assistant City Attorney

Facilitator: Stanley Watkins, City Strata Consulting

Welcome & Introductions

Chairperson Lathrop called the meeting to order at 9:15 a.m. and welcomed everyone to the 2014 Planning Commission Retreat. Everyone present introduced themselves.

The Chairperson shared the goals for this year's retreat, which were to better understand the roles and responsibilities of the Planning Commission, receive an update from staff on current and future work program items, and determine the Planning Commission's priorities and expectations for the next several years. In summary, he indicated this was an opportunity to think and reflect about "where we have been, where we are now, and where we are going".

Approval of Minutes

Commissioner Allen made a motion to approve the July 7, Work Session Minutes. Vice-Chairperson Dodson seconded the motion. The minutes were approved unanimously.

The work session remained open until the close of the retreat.

Ice Breaker – Time Machine

The retreat participants were asked to imagine that the Mahlon Adams Pavilion was a "time machine" and they could go anywhere in the past or the future. Each participant had to answer two questions. Where would they go? Why would they go there?

Roles and Responsibilities of the Planning Commission

Senior Assistant City Attorney, Terrie Hagler-Gray provided an overview of the Planning Commissioner's roles and responsibilities as outlined in the *Inter-Local Agreement, Rules of Procedures, and Operating Agreement*. Ms. Hagler-Gray also presented information relative to pending legal issues involving the Commission. The entire presentation can be accessed by clicking this link.

Below is a summary of the comments and questions from this discussion:

Cozzie Watkins	We need to be more specific in our staff recommendations
Deb Ryan	We need to make sure decisions are land use based
Ray Eschert	How will the greater specificity requirement affect previous zoning decisions? *Staff Response: It will not affect previous zoning decisions.*
Debra Campbell	The City is exploring getting State's Enabling Legislation clarification relative to specificity required for zoning recommendations.
Tony Lathrop	Future zoning recommendations before the Council will require a procedure change regarding Council's action.
Mike Sullivan	Will this have any effect when the Zoning Committee disagrees with the staff recommendation? *Staff response: This will not affect the current process.*
Tom Low	Is the plan consistency question applicable to specific plans or city wide plans? *Staff Response: Most appropriate plan would be applicable.*
Deb Ryan	Process is still the same, but we need to provide a more detailed rationale for the zoning decision. *Staff Response: Staff will assist the Zoning Committee in making more specific recommendations.*
Karen Labovitz	The full Planning Commission should be copied on any material relative to change of zoning procedures.
Ray Eschert	Do the area plans contain sufficient information to address the issue? *Staff Response: The plans contain sufficient detail to address the issue*s.
Randy Fink	What about conflict of interests when you aren't personally involved, but your company or firm is involved. *Staff Response: Commissioners need to be careful in these situations. Although you may not directly benefit from a decision, it is best to avoid the appearance of a conflict.*
Nancy Wiggins	What about recording communications with others? *Staff Response: Your personal communication with others pertaining to a matter before the Commission may be subject to an email request from the media.*

Planning and Regulatory Overview

The Planning Director and Assistant Planning Directors provided an overview of departmental issues and plans for the coming year. The entire presentation can be accessed by clicking on this link.

Below is a summary of the comments and questions from this discussion:

Randy Fink	Is the department fully staffed? *Staff Response: We are not fully staffed at the moment. There are a number of key positions that need to be filled.*
Nancy Wiggins	Some of our area plans need updates. When will they be updated? *Staff Response: We have delayed updating area plans pending the changes to the area planning process.*
Ray Eschert	What is considered when doing area plans? *Staff Response: Staff examines community demographics, land use, infrastructure needs and other community issues.*
Nancy Wiggins	Concerned about the East-West Alignment for Transit. *Staff Response: The East-West lines called for rapid transit in those corridors.*
Mike Sullivan	How can we protect older development in Uptown Charlotte? *Staff Response: We work with the Historic Landmarks Commission when redevelopment is proposed for or impacts historic properties.*
Nancy Wiggins	Do Mandatory Referrals go to the Elected Officials? *Staff Response: Yes, Elected Officials review Mandatory Referrals as part of project approvals.*
Ray Eschert	Is there a way to speed up the area planning process? *Staff Response: The current process calls for advisory groups as part of the process, which is expected in the community. The Area Planning Process update is examining different ways to speed up the process such as more upfront preparation, alternative ways for community input, etc.*
Nancy Wiggins	We need to examine mobile vendors relative to sanitation laws.
Mike Sullivan/ Randy Fink	Is there a way to speed up the Zoning Update? Concerned that 4 years is too long. *Staff Response: Our past experience in preparing single text amendments, such as the Eating, Drinking and Entertainment Establishments, as well as research of other cities shows that it will take this long. The timeline takes into consideration developing a zoning ordinance and community review and input.*

Planning Commission Strategic Priorities

The Facilitator guided the Planning Commissioners through a discussion to identify areas where they could have the most impact over the next 3 to 5 years considering their roles and responsibilities as well as the Planning staff's work program. A summary of the comments is below:

Rank	Priority Areas / Commissioners Priorities	Votes
1	**Zoning Ordinance Update** • Being a strategic partner in the Zoning Ordinance Update • Finish success Zoning Ordinance update. • Shepard area plans and zoning update with stakeholder • Having a zoning process that is clear, consistent and balanced. • Zoning Ordinance Assessment Proposal • Make the process less complex • Work with staff to complete the zoning rewrite • New Zoning Ordinance	11
2	**Community Engagement** • Build more robust, proactive, ongoing, public engagement in planning/land use • Planning / Zoning that is responsive to urban and rural needs • New stakeholders, younger with a true vote • Clarify terms and procedures for the public • Increase community understanding about urban design & planning • Engage with citizens and review affected properties • Include hard-to-find and less intense voices in planning, e.g. elderly, young people, handicapped (polling) • Further community outreach & education • Putting community groups together in a must talk • Involvement of stakeholders and community leaders	7
3	**Transportation Infrastructure** • See measured change in improving biking pedestrian opportunities • Accomplish transit system that benefits from planning directions related to its direction	6
4	**Commission Operations** • Open communications between staff, Commissioners and public • Serve effective and efficient zoning and planning committee • To be better "advisors" to the elected Officials on issues • Utilize our individual talents in a coordinated "collection" group • Better understanding and City Council / County Relations	3
4	**Miscellaneous** • Connectivity between Charlotte w/small towns progress / energy • Historic District Enforcement (with teeth) • Visuals, Showcase the model • CAST VISION for land use policies supporting non-land use goals e.g. education and health	3
6	**Implementation** • Execute on the plan/vision of Staff/Community • Develop workable sustainability plan and start implementing it • Short term mitigation of development and zoning disconnect now • Quickly expand and empower urban design, hands on charrettes and neighborhood structure tool box • Long term implementation of new form based code	2

Below is a summary of the comments and questions from this discussion:

Zoning Ordinance Update	
Tony Lathrop	Divide action steps into things that the full Commission will be involved versus activities for the Committee
Tom Low	Reduce the time frame
Karen Labovitz	Provide monthly updates
Mike Sullivan	Engage community in dialogue
Nancy Wiggins	Create a Stakeholders Group
Community Engagement	
Nancy Wiggins	Share how things happen to educate; educate the youth and other
Deb Ryan	Provide "Planning 101"
Cozzie Watkins	Engage the Law Schools
Deb Ryan	Take planning to the community (emulate the strategy used by the Opera Community)
Mike Sullivan	Need a "Community University" (Similar to what Neighborhood and Business Services used to do)
Deb Ryan	Design programs to speak in community language instead of planning language; develop an appropriate approach
Transportation Infrastructure	
Nancy Wiggins	Timely transit system
Mike Sullivan	Address state maintained roads
Deb Ryan	(Commission) Need to focus on transportation as it relates to planning

Wrap-Up and Next Steps

Because of time, the Chairperson recommended that the priorities be referred to the Executive Committee for further discussion and follow-up at the October Planning Commission meeting.

Adjournment

The retreat adjourned at 3:20 p.m.

Charlotte-Mecklenburg Planning Department

Community Outreach Presentations

#	Date	Presentation	Staff
1	07/01/14	Dalebrook Community Development - Zoning Information	Campbell
2	07/15/14	Charlotte Area REMAX Real Estate Agents' Annual Meeting - Charlotte Regional Transportation Planning Organization 101 and Transportation Projects Update	Cook
3	07/23/14	Complete Streets Summit - "Complete Streets: Marrying Transportation and Land Use"	Cornett
4	08/14/14	Druid Hills Planning Charrette	McCullough
5	08/15/14	Children in Planning Career Day	McCullough & Other Staff
6	08/26/14	The Pilot Club - Charlotte Historic District Commission Overview	Howard
7	08/27/14	Oakhurst Neighborhood Association - Charlotte Historic District Commission Overview	Howard
8	08/30/14	Cross-Charlotte Trail Pop-up Meeting: Birdsong Brewery	Main
9	09/18/14	Women's Transportation Seminar - Long Range Transportation Planning in Charlotte Region	Burke
10	09/19/14	Cross-Charlotte Trail Pop-up Meeting: Freedom Park	Main
11	09/20/14	District 2 Town Hall Meeting	Gonzalez/Vari/Lyte-Graham
12	09/20/14	District 7 Town Hall Meeting	Campbell/McCullough Keplinger/Fortune/McKinney

Charlotte-Mecklenburg Planning Commission

Attachment 3

Meeting Schedule
October 2014

Date	Time	Purpose	Location
Full Planning Commission			
10-06-14	Noon	Work Session	Conference Room 267 2nd Floor - CMGC
Executive Committee			
10-20-14	4:00 p.m.	Work Session	Conference Room 266 2nd Floor – CMGC
Planning Committee			
10-21-14	5:00 p.m.	Work Session	Conference Room 280 2nd Floor - CMGC
Zoning Committee			
10-07-14	6:30 p.m.	County Rezoning[1]	Meeting Chamber Lobby Level – CMGC
10-20-14	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
10-20-14	6:00 p.m.	City Rezonings	Meeting Chamber Lobby Level – CMGC
10-29-14	4:30 p.m.	Work Session	Conference Room 280 2nd Floor – CMGC
Other Committee(s)			
10-08-14	2:00 p.m.	Historic District Commission Informational Meeting	Conference Room 267 2nd Floor – CMGC
10-08-14	3:00 p.m.	Historic District Commission	Conference Room 267 2nd Floor – CMGC
10-15-14	6:00 p.m.	CRTPO Meeting	Conference Room 267 2nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

10-24-14	Noon	Planning Coordinating Committee	Davidson Town Hall 216 South Main Street Davidson, NC 28036

[1]This is a Mecklenburg County Board of Commissioners' public hearing for Rezoning Petition 2014-001C.

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

November 2014

Date	Time	Purpose	Location
Full Planning Commission			
11-03-14	Noon	Work Session	Conference Room 267 2nd Floor - CMGC
Executive Committee			
11-17-14	4:00 p.m.	Work Session	Conference Room 266 2nd Floor – CMGC
Planning Committee			
11-18-14	5:00 p.m.	Work Session	Conference Room 280 2nd Floor - CMGC
Zoning Committee			
11-17-14	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
11-17-14	6:00 p.m.	City Rezonings	Meeting Chamber Lobby Level – CMGC
12-01-14	2:00 p.m.	Work Session[1]	Conference Room 267 2nd Floor – CMGC
Other Committee(s)			
11-12-14	3:00 p.m.	Historic District Commission	Conference Room 280 2nd Floor - CMGC
11-19-14	6:00 p.m.	CRTPO Meeting	Conference Room 267 2nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

There are no Planning Department meetings scheduled at this time.

[1] Due to the Thanksgiving Holiday, the November Zoning Committee Work Session was rescheduled to December 1, 2014.

Charlotte-Mecklenburg Planning Commission
Executive Committee Meeting

Attachment 4

Approved September 15, 2014

July 21, 2014 – 4:00 p.m.
CMGC – Conference Room 266
Minutes

Call to Order & Introductions

The meeting was called to order at 4:11 p.m.

Attendance

Commissioners Present: Tony Lathrop (Chairperson), Tracy Dodson (Vice-Chairperson), and Randy Fink.

Commissioners Absent: None

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

Approval of Minutes

A motion was made by Vice-Chairperson Dodson and seconded by Chairperson Lathrop to approve the June 16, 2014 Executive Committee minutes. The vote was 3 to 0 to approve the minutes.

Follow-up Assignments

Transit Oriented Development

Chairperson Lathrop noted that he and Vice-Chairperson Dodson had not assigned additional Commissioners to the Transit Oriented Development (TOD) initiative. He asked if there were any upcoming TOD meetings. The Planning Director explained that the public meeting was held in June and staff will be bringing draft recommendations to the full Commission for input later this year. She was not sure how an additional Planning Commissioner would fit in the process at this point unless there are going to be an additional series of meetings. The Vice-Chairperson suggested that this be included in a discussion at the upcoming retreat which will focus on what is coming down the pike and Commissioner assignments. The Chairperson agreed with this recommendation.

Planning Commission Appointment

The Planning Director informed the Committee that the County appointment to the Planning Commission has been delayed because Planning staff is having discussions with the City Attorney's office, the County and the City's legislative liaison about appointing an extraterritorial jurisdiction (ETJ) representative to the Planning Commission. The State statute indicates that the City and County can agree as to whether or not there is an ETJ representative on the Commission. It has been many years since there was an ETJ representative. However, the legislative liaison thought it may be appropriate to have an ETJ representative on the Commission. The County is looking for advice from the Planning Department and discussions are continuing.

Planning Commission Annual Retreat

Chairperson Lathrop mentioned that he had received an email from Shirley Fulton with cost quotes to hold the retreat at the Wadsworth House in the Wesley Heights neighborhood. He indicated that he did not have a particular venue identified for the retreat. He prefers a venue that is convenient for everybody, reasonably priced and fits all our parameters. Cheryl Neely explained that in recent years the retreats have been held in locations that are free of charge. She also noted that staff was looking at other venues as well. The Planning Director stated that the goal is to hold the retreat at a venue where we do not have to pay because we may have to pay the facilitator and for meals.

The Vice-Chairperson inquired about the retreat facilitator. The Chairperson stated that last year's facilitator did a good job and he would like to use him this year if possible. Director Campbell agreed and explained that because of his background in planning he is able to get to a level of dialogue that is a little richer than someone that does not have a planning background.

Cheryl Neely asked if there would be a committee to help plan the retreat. The Executive Committee decided against having a retreat committee. Vice-Chairperson Dodson suggested sending an email or survey to Commissioners to get their input on topics of discussion for the retreat instead of forming a retreat committee. The Committee discussed a potential pre-retreat survey and asked staff to forward a copy of the survey from a previous Planning Commission retreat.

Commissioner Fink suggested that the retreat discussion could focus on what is important for the Commission to work on in the next year as well as develop a long term work plan. Vice-Chairperson Dodson agreed and stated that the Commission identified priorities for the next one to five years at last year's retreat. The Zoning Ordinance Assessment was identified as a major priority because the Zoning Ordinance update could be a long-term initiative. The Vice-Chairperson suggested that the facilitator from last year may be able to help the Commission pick up from last year's retreat discussion. Chairperson Lathrop agreed and stated that the Commission should continue to discuss the Zoning Ordinance Assessment and how the Commission can add value to the process. Vice-Chairperson Dodson wanted to make sure the discussion is not too premature and fits in appropriately with the Zoning Ordinance update process.

The Vice-Chairperson also suggested that a portion of the retreat be used to discuss roles, rules and regulations. She thought it would be a good idea to invite staff from the City Attorney's office to discuss the Commissioner's role including what should be taken into consideration when making land use and zoning recommendations. The Chairperson and Commissioner Fink agreed that this could be beneficial to the entire Commission, especially since there are several new Commissioners. However, Commissioner Fink suggested that this dialogue be at a regular Planning Commission meeting. He thought the retreat should be used for more "big picture" discussions and the vision for the year.

The Chairperson thought it was appropriate to discuss this at the retreat as part of the housekeeping items to help make sure the retreat is focused and productive and follow up with more details at a regular meeting. The Chairperson asked Cheryl Neely to schedule a meeting with the Planning Director to discuss the retreat. Commissioner Fink suggested that information be sent out prior to the retreat so that Commissioners can come prepared for discussions.

Work Session Presentation Follow-ups

The Chairperson stated that Commissioner Nelson was concerned about bringing closure to information that is presented at Planning Commission meetings. Commissioner Fink clarified that Commissioner Nelson expressed concern that the bicycle program presentation was made to the full Commission because Commissioner Ryan had questions about where the Commission can provide input on the bike lanes program. Although the bike lane information was presented, the Commission still does not know where they can interface with and have influence over where bike lanes are located. Vice-Chairperson Dodson stated that this is a broader issue of where and how one can provide input. The Chairperson asked if this should be a part of the discussion about the Commission's role. Vice-Chairperson Dodson stated that it could perhaps be included in the role and 12 month work program discussion at the retreat.

The Committee continued to discuss Commissioner Ryan's concern with providing input on bike lanes. Commissioner Fink asked if a subcommittee could be formed to audit the last five area plans to see how bike lanes were described or not described. Since Commissioner Ryan is passionate about bike lanes maybe it would be appropriate for her to chair such a committee. This committee could identify missed opportunities so that going forward the area planning processes could be restructured to include bike lanes in the recommendations when appropriate. The Committee thought this could be a possibility. Chairperson Lathrop suggested that staff maintain a list of substantial follow-up items from the most recent work sessions.

Meeting Quorums/Attendance
The Committee also discussed recent quorum issues with the Zoning and Planning Committee meetings. Staff was asked to poll Commissioners the week prior to these meetings to make sure there is a quorum. Vice-Chairperson Dodson stated that it is a good practice for staff to poll Commissioners, but it is the Commissioners' responsibility to contact the Chairperson and staff if they are not attending a meeting. She stated that Commissioners need to be reminded that they should let staff and the Chairperson know if they will be absent as soon as possible.

Recognition of Dan Morrill's Retirement
The Chairperson asked for clarification on Dan Morrill's retirement. Commissioner Fink explained that Dan Morrill retired from UNCC, but is still working at the Historic Landmarks Commission. Cheryl Neely stated that although the request by Commissioner Wiggins was to recognize Dan Morrill for his contributions to the community, the Executive Committee needed to address the broader issue of whether or not it is appropriate to recognize individuals who are not Planning Commissioners. The Committee decided that it is too complicated to establish criteria to determine who should be recognized for retirement and/or contributions to the community. The Committee stated that they would encourage Commissioners to personally recognize individuals.

Future Work Session Agenda Items
Director Campbell shared that she is reading City Comfort by David Zucker. This book focuses on creating an urban village and urban design. She thought it may be good to invite Mr. Zucker to Charlotte for a forum on planning ideas. This could be a community event whereby we invite neighborhood and industry representatives or Mr. Zucker could present information to Council to help gear up for the Zoning Ordinance update. The Committee agreed that this was a good idea. Ms. Campbell will work with staff to follow-up on this.

The following future work session agenda items list was presented to the Committee.

Future Work Session Agenda Items	Work Session
1. Prosperity Hucks Area Plan Update	TBD
2. Zoning Ordinance Update	TBD
3. Area Plan Policy Assessment Update	TBD
4. Transit Oriented Development (TOD)	TBD

The Committee agreed to defer making work session agenda assignments since they were planning for the upcoming retreat in September.

Approval of the August and September 2014 Meeting Schedules

The Chairperson asked if the Executive Committee meeting was the only meeting on the August calendar. Ms. Neely responded yes, that is the only Planning Commission meeting. Chairperson Lathrop acknowledged that the retreat is in September and the committee meetings would resume in September. Michelle Barber stated that a tentative Historic District Commission meeting was added to the August calendar.

Vice-Chairperson Dodson made a motion to approve the August and September calendars. Chairperson Lathrop seconded. The calendars were approved.

Adjournment

The meeting adjourned at 5:12 p.m.

AGENDA
CHARLOTTE-MECKLENBURG PLANNING COMMISSION
ZONING COMMITTEE WORK SESSION
Charlotte-Mecklenburg Government Center, Rm. 280
September 24, 2014
4:30 P.M.

Approved	1.	**Petition No. 2013-075** (Council District 3 – Mayfield) **by Charlotte-Mecklenburg Planning Department** for a change in zoning for approximately 0.214 acres located on the west side of South Tryon Street between West Catherine Street and West Bland Street from I-1 (general industrial) to TOD-M (transit oriented development – mixed-use).
Deferred (to October)	2.	**Petition No. 2014-003** (Council District 7 - Driggs) **by George M. Macon** for a change in zoning for approximately 4.65 acres located on the southeast corner at the intersection of Ardrey Kell Road and Marvin Road from R-3 (single family residential) and MX-2 (mixed use) to O-1(CD) (office, conditional).
Deferred (to November)	3.	**Petition No. 2014-019** (Outside City Limits) by Charlotte-Mecklenburg Planning Department for a change in zoning for approximately 26.47 acres located on the west corner of the intersection at Mallard Creek Road and Salome Church Road from CC (commercial center) to R-4 (single family residential).
Deferred (to October)	4.	**Petition No. 2014-031** (outside city limits) **by Wilkison Partners, LLC** for a change in zoning for approximately 5.9 acres located on the southeast corner at the intersection of Youngblood Road and Shelburne Farms Drive from MX-3(LLWCA) (mixed use, Lower Lake Wylie critical area) to MX-3 SPA(LLWCA) (mixed use, site plan amendment, Lower Lake Wylie critical area).
Approved	5.	**Petition No. 2014-058** (Council District 3 - Mayfield) **by Switzenbaum & Associates** for a change in zoning for approximately 30.9 acres located on the west side of W. Tyvola Road south of S. Tryon Street from BP(CD) (business park, conditional) to R-12MF(CD) (multi-family residential, conditional).
Deferred (to October)	6.	**Petition No. 2014-064** (Council District 1 - Kinsey) **by Marsh Properties, LLC** for a change in zoning for approximately 59.4 acres generally located on the east side of South Boulevard on both sides of Poindexter Drive and Elmhurst Road from B-1 (neighborhood business), B-2 (general business), O-2 (office district), R-17MF (multi-family residential) and R-8 (single family residential) to MUDD-O (mixed use development, optional) and UR-2(CD) (urban residential, conditional).
Approved	7.	**Petition No. 2014-072** by Tony A. Feismster for a Text Amendment to the City of Charlotte Zoning Ordinance to allow cultural facilities as a use allowed by right in I-1 (light industrial) and I-2 (general industrial) districts and in the U-I (urban industrial) district.
Approved	8.	**Petition No. 2014-076** Petition No. 2014-076 (Council District 2 - Austin) by Northlake Health Investors, LLC for a change in zoning for approximately 6.94 acres located on the east side of Reames Road between Bayview Parkway and Finn Hall Avenue from R-3 (single family residential) to INST(CD) (institutional, conditional).

Approved	9.	**Petition No. 2014-082** (Outside City Limits) **by Brookwood Capital Partners** for a change in zoning for approximately 46.34 acres located on the north side of Wilkinson Boulevard near the intersection of Old Dowd Road and Wilkinson Boulevard from R-3(LWPA) (single family residential, Lake Wylie protected area), I-1(LWPA) (light industrial, Lake Wylie protected area) and I-2(LWPA) (general industrial, Lake Wylie protected area) to I-2(CD)(LWPA) (general industrial, conditional, Lake Wylie protected area).
Approved	10.	**Petition No. 2014-083** (Council District 7 - Driggs) **by Childress Klein Properties** for a change in zoning for approximately 18.8 acres located on the southwest corner at the intersection of Johnston Road and Marvin Road from UR-2(CD) (urban residential, conditional) to UR-2(CD) SPA (urban residential, conditional, site plan amendment).
Approved	11.	**Petition No. 2014-084** (Council District 1 - Kinsey) **by 7TH Street Progression Partners, LLC** for a change in zoning for approximately 1.5 acres located on the north side of East 7th Street between Clement Avenue and Pecan Avenue from B-1 (neighborhood business) to MUDD-O (mixed use development, optional).
Approved	12.	**Petition No. 2014-086** (Council District 4 - Phipps) **by Charlotte-Mecklenburg Planning Department** for a change in zoning for approximately 1.83 acres located on the east side of North Tryon Street between McCullough Drive and Ken Hoffman Drive from INST (institutional) and I-2(CD) (general industrial, conditional) to TOD-M (transit oriented development - mixed-use).
Approved	13.	**Petition No. 2014-087 by Charlotte-Mecklenburg Planning Department** for a Text Amendment to the City of Charlotte Zoning Ordinance to update the regulations for the Board of Adjustment to clarify and modernize the language in accordance with new state legislation.
Approved	14.	**Petition No. 2014-088 by Charlotte-Mecklenburg Planning Department** for a Text Amendment to the City of Charlotte Zoning Ordinance to clarify and revise the setback measurement requirements for single family and multi-family zoning districts. Setbacks will be measured from the "right-of-way" instead of the back of curb.
Approved	15.	**Petition No. 2014-094** (Council District 3 - Mayfield) **by Eastway II Holdings LLC** for a change in zoning for approximately 3.05 acres located on the west side of Eastway Drive at the intersection of Eastway Drive and Biscayne Drive from B-1SCD (shopping center) and B-D(CD) (distributive business) to B-D(CD) (distributive business, conditional) and B-D(CD) SPA (distributive business, conditional, site plan amendment.
Approved	16.	**Innovative Request for Rezoning Petition 1988-021** Lynnsy Logue is requesting approval of innovative provisions for a portion of a lot in an existing development associated with rezoning petition 1988-021. The site is located on the east side of Dunedin Lane north of Sardis Lane Parcel 18722177 (Lot 30). The following items are the requested innovative provisions: 1. Allow a modification of a portion of the front setback from 15 feet to 11.5 feet.

Charlotte-Mecklenburg Planning Commission
Planning Committee Meeting Minutes
July 15, 2014 – 5:00 p.m.
CMGC – 2nd Floor, Room 280

Attachment 6

APPROVED

September 16, 2014

Attendance:
Commissioners Present: Chairperson Tony Lathrop, Vice-Chairperson Randy Fink, Emma Allen, Cozzie Watkins and Nancy Wiggins

Commissioners Absent: Tom Low

Planning Staff Present: Kathy Cornett, Alberto Gonzalez, Garet Johnson, Sonda Kennedy, Kent Main, Bryman Suttle and Jonathan Wells

Other Staff Present: Robert Drayton (City Real Estate) and Jacqueline McNeil (County Asset and Facility Management)

Call to Order and Introductions
Chairperson Lathrop called the meeting to order at 5 p.m., welcomed those present and asked everyone to introduce themselves.

Approve June 17, 2014 Minutes
A motion was made by Commissioner Allen and seconded by Commissioner Wiggins to approve the June 17, 2014 minutes with the following change: *Commissioner Fink noted that the minutes stated that the meeting started at 6:00 p.m. and should have stated that the meeting started at 5:00 p.m.* A substitute motion was made by Commissioner Fink to correct the time. This was seconded by Commissioner Watkins. The vote was unanimous to approve the minutes as amended.

Election of Vice-Chairperson
The chairperson explained the role of the Planning Committee Vice-chairperson and opened the floor for nominations. Commissioner Watkins nominated Commissioner Fink as vice-chairperson and made a motion to close the nomination and elect him by affirmation. Commissioner Wiggins seconded the motion. Commissioner Fink was elected vice-chairperson. The vote was unanimous to elect Commissioner Fink vice-chairperson.

M.R. #14-22: Proposal by Charlotte-Mecklenburg Schools to Sale Land Located on Mocks Road in Davidson
Jonathan Wells (Planning) stated that this is one of four mandatory referrals located in the Mecklenburg County towns and that Planning staff has worked closely with staff from the towns on each one. He further explained this proposal from Charlotte-Mecklenburg Schools (CMS) to sell .01 acres of vacant land along Mocks Road in the Town of Davidson to the Davidson Housing Coalition. The Coalition intends to combine the property with an adjoining vacant lot to construct a duplex. This acquisition will allow the Davidson Housing Coalition to develop additional units of affordable housing, either for sale or for rental to eligible families.

A motion was made by Commissioner Wiggins and seconded by Commissioner Watkins to approve Planning staff's recommendation for Mandatory Referral #14-22. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-22.

M.R. #14-25: Proposal by the City of Charlotte to Sale Land Located at Albemarle Road and East W.T. Harris Boulevard

Alberto Gonzalez (Planning) presented the City of Charlotte's proposal to sell seven surplus parcels, totaling approximately 12.5 acres, located near the intersection of Albemarle Road and East W. T. Harris Boulevard. The parcels were purchased for a proposed roadway interchange project at this location, a concept that has been abandoned. The City's Real Estate division proposes to dispose of the subject parcel for land uses consistent with adopted plans and policies.

Commissioner Wiggins commented that the long narrow property could be a good place for Mecklenburg County Park and Recreation Department to consider placing a pool in the area since the County needs more public pools. She thinks that it would be good for the neighborhood. Commissioner Watkins asked if the Committee can make suggestions on uses. Commissioner Wiggins reiterated that this is just a suggestion. Commissioner Fink asked if Harris Boulevard is the boundary for the *Eastland Area Plan*. Mr. Gonzalez answered yes. Commissioner Fink also asked why the City is retaining a small slither of land. Mr. Gonzalez answered that it is not developable. Bob Drayton (City Real Estate) added that the City is considering conveying the property to adjoining land owners.

A motion was made by Commissioner Wiggins and seconded by Commissioner Allen to approve Planning staff's recommendation for Mandatory Referral #14-25. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-25.

M.R. #14-26: Proposal by the City of Charlotte to Sale Land Located on L. D. Parker Drive in the Druid Hills North Neighborhood

Alberto Gonzalez (Planning) presented the City of Charlotte's proposal to sell approximately .23 acres of land located at 2912 L. D. Parker Drive. He explained that it is surplus property that was acquired in 2005 as part of the Statesville Avenue road widening project. A significant portion of the property was required for the project; however, the subject property is no longer needed for City use.

A motion was made by Commissioner Wiggins and seconded by Commissioner Allen to approve Planning staff's recommendation for Mandatory Referral #14-26. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-26.

M.R. #14-27: Proposal by Mecklenburg County to Accept the Donation of Land Located on Statesville Road from the Town of Huntersville for a Recreation Center

Jonathan Wells presented Mecklenburg County's proposal to accept the donation of land located on the easterly side of Statesville Road south of Verhoeff Drive from the Town of Huntersville. An indoor recreation center will be built on the site. Acquisition of this property enables the town to secure land to build a new recreation center for residents in the northern portion of the county. This proposal is consistent with the *2008 Mecklenburg County Parks Master Plan.*

A motion was made by Commissioner Watkins and seconded by Commissioner Fink to approve Planning staff's recommendation for Mandatory Referral #14-27. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-27.

M.R. #14-28: Proposal by Mecklenburg County to Accept the Donation of Land Located off Brigman Road in the Town of Matthews, Adjoining Mecklenburg County Regional Sportsplex

Jonathan Wells presented Mecklenburg County's proposal to accept the donation of a 75-foot strip of land totaling 2.6 acres. The land will provide an entrance road from Brigman Road to the Mecklenburg County Regional Sportsplex currently under construction. The project is consistent with both the *2008 Mecklenburg County Parks Master Plan* and the *Town of Matthews Parks and Recreation Master Plan.* Commissioner Fink asked who is donating certain portions of the parcel. Jacquelyn McNeil (County Asset Management) stated that the Brigman family owned the property. Commissioner Wiggins noted that traffic is backed up when kids go out to play and anything to improve the traffic situation in this area is welcomed.

A motion was made by Commissioner Allen and seconded by Commissioner Watkins to approve Planning staff's recommendation for Mandatory Referral #14-28. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-28.

M.R. #14-29: Proposal by Mecklenburg County to Purchase Office Space on Kenilworth Avenue for Expansion of the Board of Elections Office

Jonathan Wells (Planning) presented Mecklenburg County's proposal to purchase 10,390 square feet of office condominium space at 741 Kenilworth Avenue. The County currently owns 7,638 square feet of office space in the building and acquisition of this additional space is needed by the Board of Elections office. Acquisition of this property will provide additional office space for the Board of Elections to meet the demands of running local, state and national elections. Commissioner Wiggins asked if this area is out of the floodplain. Mr. Wells stated that it is very close to the floodplain. Commissioner Wiggins also asked if this will impact the use of the Freedom Drive Annex location. Ms. McNeil stated that this will not impact use of the Freedom Drive Annex for the Board of Elections. She explained that the Freedom Drive location is used to store voting machines and this proposal will provide more office space for staff and training.

A motion was made by Commissioner Wiggins and seconded by Commissioner Fink to approve Planning staff's recommendation for Mandatory Referral #14-29. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-29.

M.R. #14-30: Proposal by Mecklenburg County to Purchase Land Located on Plott Road to Allow for Reedy Creek Greenway Expansion

Alberto Gonzalez (Planning) presented Mecklenburg County's proposal to acquire approximately 15 acres located on Plott Road adjacent to Reedy Creek for the expansion of Reedy Creek Greenway. Acquisition of this property will help fulfill Mecklenburg County Park and Recreation's goal of increasing greenways throughout the County. Commissioner Fink asked if the house is currently occupied. Ms. McNeil stated that the owner is deceased and the property is vacant.

A motion was made by Commissioner Fink and seconded by Commissioner Wiggins to approve Planning staff's recommendation for Mandatory Referral #14-30. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-30.

M.R. #14-31: Proposal by Mecklenburg County to Exchange County-owned Land Located in the Double Oaks Area with Charlotte-Mecklenburg Housing Partnership, Inc. to Facilitate Redevelopment of the Community and Recreation Facility

Alberto Gonzalez (Planning) presented Mecklenburg County's proposal to exchange county owned land, the current Double Oaks swimming pool site, with Charlotte-Mecklenburg Housing Partnership, Inc. (CMHP) for land located at the corner of Statesville and Woodward avenues. The acquired land will serve as the location for a new swimming pool in the area.

Commissioner Wiggins asked if this property is adequate for a swimming pool. Ms. McNeil replied yes. Mr. Gonzalez explained ownership of the parcels and their relationship to the Brightwalk development.

A motion was made by Commissioner Watkins and seconded by Commissioner Wiggins to approve Planning staff's recommendation for Mandatory Referral #14-31. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-31.

M.R. #14-32: Proposal by Mecklenburg County to Expand Steven's Creek Nature Preserve in Mint Hill

Jonathan Wells (Planning) presented Mecklenburg County's proposal to acquire approximately 64 acres of land located off Thompson Road in the Town of Mint Hill for expansion of the adjoining Steven's Creek Nature Preserve. This property is to be utilized as nature preserve land and the site of a future nature center. Chairperson Lathrop asked if anything is located on the property. The property is vacant. Commissioner Wiggins agreed with the idea that a road is needed for the safety of the neighborhoods.

A motion was made by Commissioner Wiggins and seconded by Commissioner Watkins to approve Planning staff's recommendation for Mandatory Referral #14-32. The vote was 5-0 to approve staff's recommendation for Mandatory Referral #14-32.

Area Plan Status and Meeting Update

Chairperson Lathrop stated that he didn't know if there was a lot of action on area plans. He stated that he asked Ms. Melony McCullough about the University City Area Plan since Commissioner Deb Ryan is assigned to this area but is not on this Committee. He also asked her about the *Prosperity Hucks Area Plan* since no one has been assigned to this area. There was talk about assigning Commissioner Low to serve since he was previously assigned to this plan. He said Ms. McCullough stated that there was not any Citizen Advisory Group or public meetings scheduled. He then asked if any committee members had information to report. Commissioner Wiggins stated that she has been assigned as an assistant to the *University City Area Plan-Blue Line Extension Transit Station Area Plans.* She said that the last scheduled meeting was canceled and she is not aware of any new information.

Chairperson Lathrop asked about the *Prosperity Hucks Area Plan.* Ms. Cornett noted that staff is continuing to refine the recommendations.

Commissioner Wiggins asked if there will be a meeting soon on the Mobile Farmers' Market Text Amendment and she was told that a meeting is not scheduled at this time.

Adjourned: 5:50 p.m.

CHARLOTTE HISTORIC DISTRICT COMMISSION

MEETING AGENDA – SEPTEMBER 10, 2014 ***HDC SPECIAL MEETING – 2:00 PM. THE PUBLIC IS WELCOME TO ATTEND.***

CONSULTING FIRM MATTSON, ALEXANDER AND ASSOCIATES WILL PRESENT THE RESULTS OF THE PHASE 1 RECONAISSANCE SURVEY OR HISTORIC DISTRICTS AND RESOURCES AT THE 2 PM WORKSHOP DISCUSSSION.

CONTINUED APPLICATIONS – 3:00

1. 325 E. TREMONT AVENUE, DILWORTH LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-098 **CONTINUED**
   NEW CONSTRUCTION
   MATT MAJORS, APPLICANT

2. 1701 PARK ROAD, DILWORTH LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-128 **APPROVED**
   NEW CONSTRUCTION
   RAM CONSTRUCTION, APPLICANT

3. 425 RENSSELAER AVENUE, DILWORTH LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-168 **CONTINUED**
   GARAGE
   NANCY WEEKLEY, APPLICANT

NEW APPLICATIONS

4. 1319 THOMAS AVENUE, PLAZA MIDWOOD LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-164 **CONTINUED**
   ACCESSORY DWELLING UNIT
   TONY MILLER, APPLICANT

5. 1817 MERRIMAN AVENUE, WILMORE LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-170 **CONTINUED**
   ADDITION
   CASSIE GRICE, OWNER

6... 1940 PARK ROAD, DILWORTH LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-190 **APPROVED**
   ADDITION
   ALLEN BROOKS, APPLICANT

7. 1511 THE PLAZA, PLAZA MIDWOOD LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-191 **APPROVED**
   ADDITIONS
   KENT LINEBERGER, APPLICANT

8. 1114 LINGANORE PLACE, DILWORTH LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-192 **APPROVED**
   ADDITIONS
   KENT LINEBERGER, APPLICANT

9. 600 WORTHINGTON AVENUE, DILWORTH LOCAL HISTORIC DISTRICT
   CASE NO. HDC 2014-199 **APPROVED**
   ADDITION
   ALLEN BROOKS, APPLICANT

10. 2120 DILWORTH ROAD E., DILWORTH LOCAL HISTORIC DISTRICT
    CASE NO. HDC 2014-203 **CONTINUED**
    PAVING
    MARK MELARAGNO, APPLICANT

11. 704 E. PARK AVENUE, DILWORTH LOCAL HISTORIC DISTRICT
    CASE NO. HDC 2014-206 **DENIED**
    ADDITIONS
    JOHN ZUCKER, APPLICANT