

Charlotte-
Mecklenburg

Planning Commission



2015



RETREAT

September 11

Mahlon Adams Pavilion
Freedom Park

2015 AGENDA

Mahlon Adams Pavilion
September 11

Activity	Time	Facilitator
Breakfast / Socialize	8:30 am	
Work Session <ul style="list-style-type: none"> • Call to Order & Introductions • Approval of July 6, 2015 Work Session Minutes 	9:00 am	Tony Lathrop
Welcome / Purpose of Annual Retreat	9:05 am	Tony Lathrop
Introductions / Ice Breaker	9:10 am	Stanley Watkins
Open Discussion With Elected Officials	9:30 am	Tony Lathrop Stanley Watkins
Role & Responsibilities of Planning Commission <ul style="list-style-type: none"> • Interlocal Agreement • Rules of Procedure • Operating Agreement 	10:00 am	Ed McKinney
Update on State Legislation and Supreme Court Ruling Impacting Planning & Zoning <ul style="list-style-type: none"> • Single Family Design (<i>State Legislation</i>) • Protest Petition (<i>State Legislation</i>) • Signage (<i>Supreme Court</i>) 	10:30 am	Terrie Hagler-Gray Laura Harmon Tammie Keplinger
Break	11:00 am	
Planning Department Priorities Discussion <ul style="list-style-type: none"> • Department Work Program Overview • Zoning Ordinance Update • Rezoning Process Update 	11:15 am	Planning Staff
General Questions & Morning Wrap-Up	12:00 pm	Stanley Watkins
Lunch	12:15 pm	
Planning Commission Action Plan <ul style="list-style-type: none"> • Identify Planning Commission Priorities 	1:00 pm	Tony Lathrop Stanley Watkins
Wrap-up/Next Steps	3:00 pm	Tony Lathrop

Charlotte-Mecklenburg Planning Commission

Work Session

July 6, 2015 – 12:00 pm

CMGC- Room 267

Summary Minutes

Attendance

Commissioners Present: Tony Lathrop (Chairperson), Randy Fink (Vice-Chairperson), Tracy Dodson, Karen Labovitz, Tom Low, Mike Sullivan, Cozzie Watkins and Nancy Wiggins

Commissioners Absent: Emma Allen, Ray Eschert, Nasif Majeed, Dionne Nelson and Deb Ryan

Chairperson Lathrop left the meeting at 1:02 pm and returned at 1:14 pm.

Vice-Chairperson Fink left the meeting at 1:35 pm.

Planning Staff Present: Ed McKinney (Interim Planning Director), Laura Harmon, Monica Holmes, Tammie Keplinger, Melony McCullough, Chryshel Mundy (MYEP Intern), Cheryl Neely and Alysia Osborne

Others Present: Alyssa Dodd (Engineering & Property Management), Sarah Hazel (City Manager's Office), Susan Patterson (Knight Foundation) and Tom Warshauer (Neighborhood & Business Services)

Welcome & Introductions

Chairperson Lathrop called the meeting to order at 12:25 p.m., welcomed those present and asked everyone to introduce themselves.

Approval of Minutes

Commissioner Dodson made a motion to approve the June 1, 2015 work session minutes. Commissioner Sullivan seconded the motion. The minutes were approved unanimously.

Policy

Knight Foundation Cities Challenge

Susan Patterson (Knight Foundation) provided a brief overview of the Knight Foundation. She said that the Foundation was founded by brothers Jack Knight and Jim Knight who started Knight Ridder Newspapers. The Foundation invests in the 26 communities where the Knight Brothers owned and operated newspapers. Charlotte is one of the 26 Knight Foundation Communities. The Foundation has invested over \$75 million in the Charlotte area since the late 1960s. The Foundation supports transformational ideas that promote quality journalism, advance media innovation, engage communities and foster the arts. The Foundation believes that democracy thrives when people and communities are informed and engaged.

The Foundation believes that communities benefit when they:

1. Attract and retain **Talent**
2. Expand Economic **Opportunity**
3. Increase Civic **Engagement**

The Foundation is interested in place making – those places where people come together to mingle and engage. They are looking at how to make places inviting and engaging so people can enjoy them.

The Knight Cities Challenge was launched last year. More than 7,000 entries were received. Approximately 400 entries were from Charlotte. There were 31 winners throughout the Country and three of them were from Charlotte. The three winners from Charlotte happen to be City employees. Ms. Patterson invited them to present information about their projects.

Click this [link](#) to view Ms. Patterson's presentation.

Tom Warshauer (Neighborhood & Business Services) shared information about the *Porch Swing Project*. Inspiration for this project came from an effort to build community along the Central Avenue Corridor. This project seeks to bring together Central Avenue's diverse residents, neighborhoods and commercial centers. The corridor has one of the highest bus ridership routes in the Charlotte Area Transit System (CATS). The *Porch Swing Project* proposes to install porch swings at some of the bus stops along Central Avenue to create a unifying element for the community, making the sidewalk a front porch. The project anticipates having the following impacts on the community:

1. **Create new conversation centers** where people can randomly connect.
2. **Create bus stops amenities** that would improve the waiting experience and reduce the stigma of riding the bus.
3. **Attract community** to bus stop areas.
4. **Bridge the gap** between long time neighborhood residents and new emerging immigrant and millennial populations
5. **Increase neighborhood awareness** of the importance of Central Avenue as their front door.

Mr. Warshauer stated that if this initiative is successful along Central Avenue, it may be considered for others areas in the City.

Alysia Osborne (Planning Department) presented information about the *No Barriers Project*. This project locates barriers between diverse neighborhoods that act as real or symbolic divides. The goal is to transform those barriers into bridges that bring the entire community together. The team identified Anita Stroud Park as a barrier to three diverse neighborhoods - Genesis Park, Bright Walk, and The Park at Oaklawn. The goal was to bring the neighborhoods together in a common space using light, sound, space and play. The team participated in a boot camp in New York for a week to design a framework for how to engage people in the neighborhoods. They did a prototype in New York and brought it back to Charlotte. They hosted an event in Anita Stroud Park called Friday Night Lights. They introduced the neighborhoods and brought them together with food, games and other activities. The expected outcome is to create an engagement model that can be replicated throughout the City and possibly the Country to get diverse neighborhoods to work together.

The project has four phases:

1. Phase 1 - Data assessment, gather information about how people want to be engaged
2. Phase 2 - Test/develop partnerships along corridors and in neighborhoods
3. Phase 3 - Implement ideas that work for the neighborhoods
4. Phase 4 - Assess how it works and how to create a framework that will work throughout the City

Alyssa Dodd shared information about the *Take Ten Project* which encourages City of Charlotte employees to take 10 minutes per week to meet and engage one person in our community in conversation about how we can make our City better. The goal is to empower 150 employees to participate in this initiative during a nine month period, yielding over 5,500 one-on-one conversations. Ms. Dodd said that this project will be replicated throughout the Country.

Ms. Dodd stated that the team is looking for 25 team leaders to create a team of six additional people to manage the teams over the nine months. They are considering ways to keep the conversation simple and authentic. The project kick-off will be in September with the conversations beginning in October. The team is also in need of a partner to help with data collection. Commissioner Watkins mentioned that Phillip O'Berry High School has a program where students work with data and suggested that the team should reach out to this program.

Commissioner Dodson applauded staff for the initiatives and creativity. Chairperson Lathrop thanked Susan Patterson and staff for the presentations.

Planning Department Work Program & Budget

Ed McKinney presented the Planning Department's year in review for FY2015 and a brief outlook for FY2016. Following is some of the Department's FY2015 accomplishments:

- Development Services
 - Zoning Ordinance Update
 - Permit Development Review Process
 - Development Response (Golf Links)
 - Significant increase in development activity from 2014
 - Historic District Commission Process Improvements
- Area Planning & Community Outreach
 - Adoption of University City Area Plan & BLE Station Plans
 - Pending adoption of Prosperity Hucks Area Plan
 - Approximately 65 community meetings and presentations
 - Significant role in Community Investment Plan (CIP)
- Charlotte Regional Transportation Planning Organization
 - Strategic Transportation Investments (STI) Legislation (new state funding model)
 - Established Bicycle & Pedestrian Work Group
 - Bonus Allocation Funds (part of STI and based on toll bond revenue)
 - Implemented new TIP Database (www.tip.crtpo.org)

Commissioner Labovitz asked how staff will update stakeholders on what has happened with an area plan after it has been adopted (implementation). Mr. McKinney explained that each plan is different and shared that implementation of the Prosperity Hucks Plan is a part of the Prosperity Village CNIP initiative. The community and stakeholders are very involved in this process.

Mr. McKinney continued the presentation with an overview on the Department's outlook for FY 2016, which focused on:

- FY 2016 Budget
- Planning Commission Support
- Council Committee Support
- Zoning Ordinance Update
- On-Going Priorities

Click this [link](#) to view the entire presentation.

Commissioner Dodson asked for details about the development permitting process implementation. Mr. McKinney explained that a consultant was hired to coordinate with developers to identify ways to improve the City and County development process. The consultant provided a report with recommendations on how to improve the process. Ms. Harmon further explained that staff asked the consultant to take a closer look at the process because the City and County use different programs. The consultant will make a recommendation as to whether the two programs should be merged into one platform. The consultant is also looking at ways to improve the process in case they cannot merge the programs. Commissioner Dodson stated that there was a lot of positive comments when the initiative began and suggested that there may be a need to let those who were involved early in the process know that the effort has not gone silent. Ms. Harmon replied that the team is working on a communication plan.

Commissioner Watkins stated that the two platforms need to come together. She asked about the timeline for merging them together. Laura Harmon replied that the consultant is exploring which system would work best or if there is another system that may be better than both. The City and County will also have to determine if we have the financial and staffing resources to merge the systems. Another option to consider may be whether the programs could interface and talk to each other. The consultant is looking at this and will make a recommendation within the next couple of months. Commissioner Sullivan thinks it would be good to bring the two systems together to talk to each other. Ms. Harmon explained that the consultant is working with staff to look at all options because both systems have pros and cons. Commissioner Dodson asked that staff keep the Commission updated on this process.

Vice-Chairperson Fink wanted to know what work was not getting done as a result of the budget decrease/loss of positions. Mr. McKinney explained that all the positions were vacation. The Department did not lose any current employees. In fact, most of these positions had been frozen over many budget cycles and have not been impacting the Department's current priorities/work program. However, the loss of the administrative position puts more pressure on the administrative support staff. Staff will manage this internally and use the resources that we have in the best ways possible.

Information

Planning Director's Report

Ed McKinney stated that staff is in the process of negotiating the Zoning Ordinance Update scope with the consultant with intentions of getting the contract to Council and kicking-off the process this fall.

Committee Reports

- **Executive Committee**

The Chairperson referred the Commission to the Executive Committee's June minutes. He stated that there are not any meetings in August except for the Executive Committee meeting. Commissioner Sullivan clarified that the HDC meets in August. Chairperson Lathrop announced the retreat is scheduled for September 11, 2015.

- **Zoning Ordinance Ad Hoc Committee**

Chairperson Lathrop stated that the Zoning Ordinance Ad Hoc Committee met prior to the work session. The discussion primarily focused on the process. He invited all Commissioners to attend.

- **Zoning Committee**

Tammie Keplinger reported that there are 19 rezoning petitions and 2 text amendments scheduled for public hearings in July. There are no August and November hearings; however, there will be decisions in November.

- **Planning Committee**

The Chairperson said there were 6 mandatory referrals on the Planning Committee's July agenda.

- **Historic District Commission (HDC)**

Commissioner Sullivan reported that the information on the HDC cases is included in the agenda packet (Attachment 7).

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

Commissioner Watkins reported that citizens are not allowing the I-77 HOT lanes project to go away. They are petitioning Legislators and asking them not to support the I-77 HOT lanes project.

Communication from Chairperson

Chairperson Lathrop announced the following Committee rotations:

1. Chairperson Lathrop rotated to the Zoning Committee
2. Commissioner Wiggins rotated to the Zoning Committee
3. Commissioner Ryan rotated to the Planning Committee

The Chairperson reminded Commissioners that the Planning and Zoning Committees will elect Vice-Chairpersons at their July meetings.

Adjournment

The meeting adjourned at 1:48 p.m.

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

September 2015

Date	Time	Purpose	Location
Full Planning Commission			
09-11-15	9:00 a.m.	Work Session/Retreat	Mahlon Adams Pavilion 2435 Cumberland Avenue
Executive Committee			
09-21-15	4:00 p.m.	Work Session	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
09-15-15	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor - CMGC
Zoning Committee			
09-21-15	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
09-21-15	6:00 p.m.	City Rezoning	Meeting Chamber Lobby Level – CMGC
09-30-15	4:30 p.m.	Work Session	Conference Room 280 2 nd Floor - CMGC
Zoning Ordinance Ad Hoc Committee			
TBD			
Other Committee(s)			
09-09-15	Noon	Historic District Commission Workshop	Conference Room CH-14 Basement – CMGC
09-09-15	1:00 p.m.	Historic District Commission	Conference Room CH-14 Basement – CMGC
09-16-15	6:00 p.m.	CRTPO Meeting	Conference Room 267 2 nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

There are no Planning Department meetings scheduled at this time.

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

October 2015

Date	Time	Purpose	Location
Full Planning Commission			
10-5-15	Noon	Work Session	Conference Room 267 2 nd Floor-CMGC
Executive Committee			
10-19-15	4:00 p.m.	Work Session	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
10-20-15	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor - CMGC
Zoning Committee			
10-19-15	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
10-19-15	6:00 p.m.	City Rezoning	Meeting Chamber Lobby Level – CMGC
10-28-15	4:30 p.m.	Work Session	Conference Room 280 2 nd Floor - CMGC
Zoning Ordinance Ad Hoc Committee			
10-5-15	11:15 a.m.	Work Session	Conference Room 278 2 nd Floor-CMGC
Other Committee(s)			
10-14-15	Noon	Historic District Commission Workshop	Conference Room 267 2 nd Floor – CMGC
10-14-15	1:00 p.m.	Historic District Commission	Conference Room 267 2 nd Floor – CMGC
10-21-15	6:00 p.m.	CRTPO Meeting	Conference Room 267 2 nd Floor – CMGC

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