

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

# Planning Commission

Jan 9, 2017  
work session

Charlotte-Mecklenburg  
Government Center  
Room 267  
Noon



# Charlotte-Mecklenburg Planning Commission

## Work Session Agenda

January 9, 2017 – Noon

CMGC – Room 267

### Call to Order & Introductions

Tony Lathrop

### Administration

#### **Approval of Planning Commission Minutes**

Approve the December 5, 2016 work session minutes.

Tony Lathrop

*Attachment 1*

### Policy

#### **Charlotte Department of Transportation**

Dan Gallagher, Scott Curry, and Vivian Coleman

**Background:** Charlotte Department of Transportation staff will provide updates on several transportation initiatives, including the Transportation Action Plan, Charlotte WALKS, and the Uptown Connects Study.

**Action:** For Commission discussion.

#### **Livable City Policy Statement**

Tony Lathrop

**Background:** The Commission will have a discussion on the recently amended Livable City Policy Statement.

**Action:** For Commission discussion.

### Information

#### **Planning Director's Report**

Ed McKinney

- Unified Development Ordinance Update
- Planning Department's Public Outreach Presentations

*Attachment 2*

#### **January & February 2017 Meeting Schedules**

*Attachment 3*

#### **Committee Reports**

- **Executive Committee**
  - November 21, 2016 Approved Minutes

Tony Lathrop

*Attachment 4*

Future Work Session Agenda Items	Work Session
1. Development Ordinance Update	Ongoing
2. Pedestrian Overlay District (PED)	TBD
3. Communication Policy	TBD
4. Charlotte Bikes	TBD
5. CATS Countywide Transit Services Plan	TBD

- **Zoning Committee**
  - Upcoming Rezoning Petitions
  - January 4, 2017 Agenda

Tony Lathrop  
Tammie Keplinger

*Attachment 5*

- **Planning Committee**
  - November 15, 2016 Approved Minutes

Mike Sullivan

*Attachment 6*

- **Historic District Commission (HDC)**
  - December 14, 2016 Meeting Update

Deb Ryan  
*Attachment 7*

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

Elizabeth McMillan

- **City Council's Transportation & Planning Committee (TAP)**
  - December 12, 2016 TAP Committee Report

John Fryday  
*Attachment 8*

**Communication from Chairperson**

- FY17 Action Plan

Tony Lathrop  
*Attachment 9*

# Charlotte-Mecklenburg Planning Commission

Attachment 1

## Work Session

December 5, 2016 – Noon

CMGC - 8<sup>th</sup> Floor Innovation Station

## Minutes

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### Attendance

**Commissioners Present:** Tony Lathrop (Chairperson), John Fryday, John Ham, Karen Labovitz, Nasif Majeed, Bolyn McClung, Elizabeth McMillan, Deb Ryan, Cozzie Watkins, and Nancy Wiggins

**Commissioners Absent:** Ray Eschert, Dionne Nelson, Sam Spencer, and Mike Sullivan (Vice-Chairperson)

Commissioner Majeed arrived at 12:23 pm. Commissioner Ryan arrived at 12:31 pm.

**Planning Staff Present:** Ed McKinney (Interim Planning Director), Scott Adams, Tamisha Benn (temporary employee), Kathy Cornett, Laura Harmon, Garett Johnson, Catherine Mahoney, Melony McCullough, Cheryl Neely, Mandy Vari, and Julia Zweifel

### Welcome & Introductions

The Chairperson called the meeting to order at 12:13 p.m., welcomed those present, and asked everyone to introduce themselves

### Certificate of Appreciation

Chairperson Lathrop thanked former Commissioner Emma Allen for serving on the Commission. He mentioned that Ms. Allen served more than two terms on the Commission because she filled an unexpired term when initially appointed. The Chairperson presented her with a certificate of appreciation. Ms. Allen said she enjoyed serving nine years on the Commission. She thanked Commissioners for the certificate and for the great work they are doing for the community.

### Approval of Minutes

Commissioner Wiggins made a motion to approve the November 7, 2016 minutes, seconded by Commissioner McClung. The minutes were approved unanimously.

### Unified Development Ordinance (UDO)

The Chairperson asked Mr. McKinney to introduce the UDO presentation. Mr. McKinney stated that a number of community workshops are underway. He explained that staff will share details about the design and techniques used at these workshops. Mr. McKinney said he will give an update on the Advisory Committee and allow time for a discussion on where we are in the ordinance process. Mr. McKinney then introduced Kathy Cornett.

Ms. Cornett said staff has started the formal outreach effort to build initial awareness and educate the public through a series of five workshops. These workshops are geographically located throughout the community. Two workshops have already been held and an additional three are scheduled in December. There have been approximately 40 attendees at each workshop.

A variety of communication methods were used to get the word out about the workshops. Notification postcards were sent to neighborhood leaders, email blasts were sent to professional organizations, boards, etc. Social media and traditional media outlets were also used to notify the public of the workshops.

Ms. Cornett continued by explaining the format for these community workshops. Each workshop is scheduled for two hours. During the first hour, staff presents general information about place types and the UDO, including how they are related. Afterwards, there is a 40 minute interactive table exercise where attendees use what they have heard from the presentation to explore the elements of place types. A card game, with place type elements, is used for this exercise. Staff members are assigned to each table to help attendees work as a group to identify elements of places types.

During the second hour of the workshop, attendees are able to visit different information stations and have one-on-one conversations with staff to ask questions about place types, capture anything staff may have missed, and share additional information with staff. Ms. Cornett said the Charlotte Department of Transportation also has a station to share information about various department initiatives such as Charlotte Walks, Charlotte Bikes, the Transportation Action Plan, etc.

Workshop attendees are also given a card as they enter the room. They are asked to describe their favorite place on the card, list three things they like most about this place, and list three words to describe the place. Then they are asked to place the card at the appropriate location on a map.

Attendees are also given a meeting in a box, which consists of all the information that is shared at the meeting. They can take this information home and share with their neighborhood and other community organizations. Once the exercise is completed by others, this information can be mailed, emailed, or delivered back to the Planning department.

Ms. Cornett said the information is also available online. She invited Catherine Mahoney to demonstrate the three online tools for place types. As part of this demonstration, Ms. Mahoney showed an online interactive app which allows people to identify their favorite place in Charlotte and tell what they like most about it. Ms. Mahoney said staff is able to use the information received.

Ms. Cornett continued by explaining the next steps and how people can stay involved in the process. She said once the series of community meetings are completed, the next steps include place types mapping workshops, followed by the draft place types manual and map in the late winter/spring of 2017. People can remain involved in the process by utilizing the meeting in a box, online tools and through the CharlotteUDO.org website.

Ms. Cornett asked if there were any questions.

Commissioner Wiggins said she had a comment. She had signed up for the workshop at the library, through the Knight Foundation. Unfortunately, she was not able to attend and signed up for a subsequent workshop. However, she was not able to inform staff that she would not be able to attend the workshop at the library. Commissioner Wiggins thinks this is a missed opportunity for staff to keep in touch with people who are really interested in being involved in the process. Ms. Cornett explained that Eventbrite is being used so staff will know how many people to expect. She further explained that the public does not have to attend the particular meeting they signed up for because the information is the same at all of the meetings. Commissioner Wiggins said it would be good to use Eventbrite to maintain a dialogue with interested parties.

Commissioner Labovitz asked how many people attended each workshop. Ms. Cornett responded that over 40 people signed in for each meeting. Commissioner Labovitz then asked which method was most effective for meeting notifications. Ms. Cornett replied that Eventbrite was used by a lot of people so staff will look into having a two way communication process with Eventbrite.

Commissioner Labovitz asked if staff is providing the results of the meeting to those who attended. Ms. Cornett said staff uses an electronic sign in system so they can develop a database which can be used later to follow-up with people.

Commissioner Ham asked if anything came up that caused staff to tweak what they were doing. Gareth Johnson explained that staff wanted to give the message that the UDO is in two parts – the place types (policy/vision) and the ordinance (regulatory/rules). This probably did not come across as strong as they would have liked at the first meeting. So they added some slides and asked the presenter to emphasize this more at the second meeting. Staff also talked more about the meeting in a box at the second meeting because people really did not seem to understand it. Ms. Johnson also explained that after each meeting staff debriefs and shares what they have heard at the tables.

Commissioner Ham asked if the meeting in a box was created internally or if a consultant created it. Ms. Cornett replied that it was created internally.

Commissioner McClung asked if participants really understood the importance of the project. Ms. Cornett said she thinks so. There was a wide variety of people who attended but overall it seemed that everyone got the sense that it was about planning for the community for the next 20 plus years.

Mr. McKinney shared information about the various roles for the City Council, Council's Transportation and Planning Committee (TAP), Planning Commission, Planning Committee, and the Advisory Committee. He said the Advisory Committee is made up of a balance of people who have community expertise and professional expertise. The community expertise role will help with broader outreach and communication. These members will be the eyes and ears in the community and help staff identify gaps. The professional expertise role is those who understand the process and can provide professional policy review and guidance.

Mr. McKinney presented the list of Advisory Committee members. He said that he has been working with the members to make sure they understand the role and the time commitment. Mr. McKinney explained that this is a growing list and he is still adding members. The Committee is scheduled to have an organizational meeting next week to talk about the logistics of the group, including how they are going to operate, the best time to meet, as well as the roles and mission.

Mr. McKinney continued by explaining that he tried to balance the group by including a spectrum of folks on the development side representing multi-family, single family, commercial, and office development, land use entitlement expertise, design expertise, architects, civil engineers, landscape architects, etc. Likewise, there is a balance of members who are on other boards and commissions such as the Zoning Board of Adjustment (ZBA), Historic District Commission (HDC), Tree Commission, as well as community leaders who understand the area planning and development processes.

Mr. McKinney reiterated that the group is still being developed and others will be added. The Committee will meet regularly. Initially, this Committee will be brought up to speed on the foundation/work that has been done on place types. Then staff will work with them to transition the foundation into the recommendations of the UDO.

Mr. McKinney concluded the presentation by informing the Commission that he asked Chairperson Lathrop to serve as the Chairperson of the Advisory Committee. The Chairperson will be a liaison between Mr. McKinney and the Committee. He will help organize the agendas, discussions, and be a voice to ensure the process is designed to be productive.

Click [here](#) to view the entire UDO presentation.

Chairperson Lathrop asked if there were any questions.

Commissioner Ryan expressed concern about the amount of developers versus urban designers on the Committee. She thinks that more urban designers should be on the Committee versus those who regulate. Mr. McKinney said he is still talking to several people about being on the Committee. He mentioned that he has been talking to urban designer David Walters. Mr. McKinney asked Commissioners to inform him if they think there are other critical gaps on the Committee. However, he cautioned that it is challenging to have the right balance and keep the group manageable. Commissioner Ryan suggested that Mr. McKinney consider Terry Shook and Craig Lewis since they have shared valuable input with the Commission.

Commissioner Ham was concerned about the size of the Committee because a larger group could impact the effectiveness. He asked Mr. McKinney for his thoughts. Mr. McKinney agreed and said that he wants to get the right representatives yet keep the Committee manageable.

Commissioner McMillan said she agrees with Commissioner Ryan that more urban designers are needed but she also thinks a few more developers are needed. For instance, there should be a retail mixed use developer on the Committee because they are different from commercial and office developers.

Commissioner McClung said overall he thinks it is a good group but it seems that someone from County Building Standards could contribute to the Committee.

Commissioner Watkins expressed concern about the diversity of the Committee. She suggested that millennials, such as architect and engineering students, as well as high school students be included because their perspective is different from those who have been working in the industry. Commissioner Watkins was also concerned about the overall diversity of the group.

Chairperson Lathrop said the Committee is one step in an inclusive process. He considers it as a hub and a way to draw in diverse age groups and others from different aspects of the communities that the members represent.

Commissioner Watkins asked if the Committee was complete. Chairperson Lathrop replied no. He also explained that this is an advisory group and there will be lots of other people who provide significant input but may not necessarily be on the Committee.



Commissioner Wiggins asked that Mark Bostian be added to the group because he does a lot of school design projects. He is a resident of Mt. Island Lake and Commissioner Wiggins thinks it will be helpful to have a member who is sensitive to swim buffers. She also recommended Dennis Hall who is a nationally recognized fellow in building standards.

Commissioner Wiggins said that neighborhoods need to be more geographically represented because neighborhood representatives have different perspectives based on where they are located. She thinks it would also be helpful to identify the neighborhood representative's geographical area on the list.

Commissioner Fryday said that Chairperson Lathrop needs to remain in his role as Chair of the Advisory Committee after his Planning Commission term ends. He thinks Chairperson Lathrop should be listed as the Chair of the Committee with the name of his company, not as the Planning Commission representative, especially since his term will be ending soon. Once he is no longer a Commissioner, then consideration should be given to appointing another Planning Commissioner if Mr. McKinney thinks Commission representation is necessary.

Commissioner Fryday said he understands the advisory and outreach communication component of the Advisory Committee but does not understand the professional review and guidance aspect. He asked Mr. McKinney to share examples of 2-3 questions that he would ask the professional review and guidance committee members so that he could better understand their role. Mr. McKinney replied that committee members have different levels of experience which will allow for various perspectives. Mr. McKinney said he is not trying to gain consensus or formal approval from the group. He hopes there is a spectrum of folk so that they can hear many specific issues related to ordinance recommendations. The professional expertise will help make staff aware of potential ramifications from recommendations.

Commissioner Fryday said the Committee is missing people who have lived through the results of the current ordinance from the neighborhood perspective, not the developer perspective. He stated that there is nothing in place types about how to interface with neighbors. Mr. McKinney said he understands Commissioner Fryday's point. He acknowledged that there are more people who have experience dealing with zoning and development issues and it is important to get that diversity. However, he explained those who are already on the Committee have this type experience. He asked Commissioner Fryday if he had specific individuals in mind.

Commissioner Majeed asked if there is a maximum number of committee members allowed, while still keeping the group manageable and effective. Mr. McKinney said there is not a magic number but the larger the group gets, the harder it will be to manage. It is important to balance the logistics and meaningfulness of the group with the right diversity, as raised by the Commissioners.

Commissioner Majeed said the real estate/business community is well represented. He asked if Mr. McKinney will seek urban design expertise, as suggested by Commissioner Ryan. Mr. McKinney replied yes.

Commissioner Majeed agreed with Commissioner Watkins' recommendation to include youth representatives on the Committee. He also thinks there should be more diverse neighborhood representatives. Commissioner Majeed mentioned that the African American and Hispanic communities aren't well represented.

Commissioner Wiggins said at least one realtor representative needs to be on the Committee. She suggested that Mr. McKinney contact the board of realtors for a representative.

Commissioner McClung said he liked the fact that Mr. McKinney said he was not looking for consensus from the group. He asked if there will be discussions or conference calls with a few committee members when needed, instead of meeting on a regular basis. The Chairperson replied there will be regular meetings but there will probably be lots of discussions with a few members from the Committee, as well as others who are not committee members.

Commissioner McClung suggested that it would be good to have discussions with members who represent certain aspects of the group. All committee members should understand that some members may be called upon to discuss certain issues that are pertinent to their area of expertise and everyone will not be included in all the discussions. If the group operates in this manner, he thinks more members could be added to the Committee.

Commissioner Wiggins said the committee process typically includes a diverse group of members participating in many round table discussions and coming to a group decision. Commissioner Wiggins thinks there should be at least 40 – 50 committee members so there will be a good number of people in attendance at all meetings.

Commissioner Labovitz asked about the goal of the UDO. Mr. McKinney said fundamentally the ordinance was designed separate from the vision and the policy that we have in place now. Place types is the foundation to decide what types of places we want in our community. Then the current ordinance will be looked at see if it allows for the desired type of development. In some cases it may, but when it does not we will need to have a new tool to accomplish this.

Commissioner Labovitz said some things in the current ordinance work well. She suggested these things be incorporated into the new ordinance. Mr. McKinney agreed and clarified that we are not starting over. He said we need to get better at conveying the message that we will keep things from the current ordinance that are working well. Mr. McKinney further explained that even if the ordinance was not being done to address the vision, there are inconsistencies with the Zoning Ordinance and other ordinances that need to be addressed.

Commissioner Labovitz said the real experts are staff. She thinks it is good to get different opinions but staff and the consultant, as the experts, have to take the different perspectives into account and make sure recommendations will work. Mr. McKinney said lots of input is needed to make thoughtful decisions and recommendations.

Commissioner Wiggins said Charlotte has become an urban place and one of the drivers is economic. Land is very expensive and we have to accommodate everyone who is coming to the area, particularly the millennials. She said Charlotte has to become a denser community and that is why we have to create a new ordinance.

Chairperson Lathrop thanked staff and the Commission for the discussion.

## **Committee Reports**

### **Executive Committee**

The Chairperson directed the Commission to the meeting schedules and asked Cheryl Neely to highlight any changes to the calendars. Ms. Neely informed the Commission that due to the holidays, the December Zoning Committee meeting was rescheduled to January 4, 2017. She noted that since the first Monday in January is observed as the New Year's holiday, the January work session was rescheduled to January 9, 2017. Lastly, Ms. Neely said the regularly scheduled January Executive Committee meeting date conflicts with the Martin Luther King, Jr. holiday observation so this meeting has been rescheduled to Tuesday, January 17, 2017. Likewise, the City Council rezoning meeting has been rescheduled to this date.

Commissioner Ham asked Ms. Neely to send this information to the Commission.

The Chairperson said the Executive Committee minutes and list of future agenda topics are in the agenda packet.

### **Zoning Committee**

Ms. Harmon reported that there are eight decisions and thirteen hearings on the December 19, 2016 Council meeting agenda.

### **Planning Committee**

In Vice-Chairperson Sullivan's absence, Chairperson Lathrop referred Commissioners the Planning Committee minutes (Attachment 6). He asked Commissioner Fryday if he had anything to report from the Planning Committee meeting.

Commissioner Fryday said Vice-Chairperson Sullivan will send out the proposed mandatory referral process in the December agenda packet. He asked Commissioners to review the proposal prior to the meeting and be prepared to discuss this at the meeting. Chairperson Lathrop further explained that Planning Committee members had concerns about the mandatory referral process and has held good discussions about how to improve the process.

### **Historic District Commission (HDC)**

Commissioner Ryan said the HDC was not interested in changing their policy about members being able to present to the Commission. She also reported that the same cases continue to come before the Commission month after month. She thinks there should be a policy that prevents cases from continuing to come back to the Commission month after month.

Commissioner Labovitz agreed with Commissioner Ryan and explained that the cases continue to come back because they are not fully vetted before coming to the HDC. Commissioner Ryan said she would try to lead a charge to improve this process.

Commissioner Ryan reported that the HDC meetings continue to be very long over. She said that there are new policy guidelines that will help applicants better understand what they need to do before coming to the HDC. Commissioner Fryday added that the policy guidelines are very clear, detailed, and will give staff more leeway.

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

Commissioner McMillan reported the following updates:

- CRPTO approved adding funds to support increased bus service on the I-77 corridor during the construction of the managed lanes project.
- The Comprehensive Transportation Plan (CTP) is proceeding towards adoption in January.
- Public involvement for the preparation of the 2045 Metropolitan Transportation Plan will begin in January.

Chairperson Lathrop left the room and Commissioner Watkins chaired the meeting during his absence.

Commissioner McMillan indicated that she would like to include the CRTPO report in the agenda. She asked for a deadline for when she should send the CRTPO report to Ms. Neely for inclusion in the agenda packet. Ms. Neely replied that she would discuss this after the meeting with Commissioner McMillan. Commissioner Watkins encouraged other Commissioners to see Ms. Neely if they would like to include their committee reports in the agenda packet.

## **City Council's Transportation & Planning Committee (TAP)**

Commissioner Fryday directed the Commission to the TAP report (Attachment 8).

## **Announcements**

Commissioner Wiggins wished everyone a happy holiday season.

Commissioner Ryan announced that her urban design graduate students are redesigning the neighborhood between Remount Road and North Tryon Street, based on livable city principles. She said this area has affordable housing which is in a state of disrepair. The students have a presentation scheduled for Wednesday December 7, 2016 at 2:00 pm at the UNCC Uptown campus. Commissioner Ryan invited all Commissioners to attend the presentation.

Commissioner Wiggins said she had an appointment with the ordinance consultant tomorrow. She asked if it is still scheduled. Mr. McKinney replied yes. Commissioner Watkins said she needed a reminder of her appointment date with the consultant. Commissioner Majeed asked where the meetings are being held. Ms. Harmon replied that staff will send a schedule, including the meeting locations to everyone.

Chairperson Lathrop returned.

## **Communication from Chairperson**

The Chairperson referred the Commission to the Action Plan (Attachment 9). He said there have been inquiries about the next steps for the Livable City Policies and how to coordinate them with the UDO process.

Chairperson Lathrop thanked the Commission for their level of engagement. He said as Chair he wants to give Commissioners opportunities to work on things that are of interest to them. Commissioners are doing so and participating in efforts above and beyond the regular meeting requirements.

The Chairperson also thanked staff for their time, particularly with the UDO process.

Commissioner Wiggins said she was previously asked to work with the food desert and food trucks initiatives. The food desert is now being rolled out and they have stores in different areas (working on a pilot project) and it seems like it is going in the right direction. She commended staff for their work.

Chairperson Lathrop wished everyone a great holiday season.

**Adjournment**

The meeting adjourned at 1:41pm.



# Charlotte-Mecklenburg Planning Department

## Community Outreach Presentations

Date	Presentation	Staff
11/14/16	Placemaking in your Neighborhood - Pinewood Elementary School	Holmes
11/15/16	Place Types & UDO - UNCC	Meacci
11/29/16	Place Types & UDO South Community Workshop - Queens University Sports Complex	Various Staff
12/07/16	Development Along Charlotte's Light Rail System - American Council of Engineering Companies of NC	Goodwin





# Charlotte-Mecklenburg Planning Commission

## Meeting Schedule - January 2017

Attachment 3

Date	Time	Purpose	Location
<b>Full Planning Commission</b>			
01-09-17	Noon	Work Session <sup>1</sup>	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
<b>Executive Committee</b>			
01-17-17	4:00 pm	Work Session <sup>2</sup>	Conference Room 266 2 <sup>nd</sup> Floor – CMGC
<b>Planning Committee</b>			
01-17-17	5:00 pm	Work Session	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Zoning Committee</b>			
01-17-17	5:00 pm	Dinner w/ City Council <sup>2</sup>	Conference Room CH-14 Basement – CMGC
01-17-17	5:30 pm	City Rezoning <sup>2</sup>	Meeting Chamber Lobby Level – CMGC
01-25-17	4:30 pm	Work Session	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Communications Committee</b>			
01-09-17	11:00 am	Meeting	Conference Room 278 2 <sup>nd</sup> Floor – CMGC
<b>Other Committees</b>			
01-09-17	2:00 pm	City Council Transportation & Planning Committee (TAP)	Conference Room 266 2 <sup>nd</sup> Floor - CMGC
01-11-17	12:00 pm	Historic District Commission Workshop	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
01-11-17	1:00 pm	Historic District Commission	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
01-18-17	6:00 pm	CRTPO Meeting	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
01-20-17	9:00 am	Historic District Commission Retreat	Wilmore Center 501 West Boulevard

### Charlotte-Mecklenburg Planning Department Meetings

There are no Planning Department meetings scheduled at this time.

<sup>1</sup>Due to the New Year's Holiday, the regularly scheduled January 2 Planning Commission work session was rescheduled to January 9.

<sup>2</sup>Due to the MLK Holiday, the regularly scheduled January 16 Executive Committee, Council dinner, and City Rezoning meetings were rescheduled to January 17.



# Charlotte-Mecklenburg Planning Commission

## Meeting Schedule

February 2017

Date	Time	Purpose	Location
<b>Full Planning Commission</b>			
02-06-17	Noon	Work Session	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
<b>Executive Committee</b>			
02-20-17	4:00 pm	Work Session	Conference Room 266 2 <sup>nd</sup> Floor – CMGC
<b>Planning Committee</b>			
02-21-17	5:00 pm	Work Session	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Zoning Committee</b>			
02-20-17	5:00 pm	City Council Dinner Meeting	Conference Room CH-14 Basement – CMGC
02-20-17	5:30 pm	City Rezoning	Meeting Chamber Lobby Level – CMGC
03-01-17	4:30 pm	Work Session	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Other Committees</b>			
02-13-17	2:00 pm	City Council Transportation & Planning Committee (TAP)	Conference Room 280 2 <sup>nd</sup> Floor - CMGC
02-08-17	12:00 pm	Historic District Commission Workshop	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
02-08-17	1:00 pm	Historic District Commission	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
02-15-17	6:00 pm	CRTPO Meeting	Conference Room 267 2 <sup>nd</sup> Floor – CMGC

## Charlotte-Mecklenburg Planning Department Meetings

There are no Planning Department meetings scheduled at this time.



# Charlotte-Mecklenburg Planning Commission

Attachment 4

Executive Committee

Approved December 19, 2016

November 21, 2016 – 4:00 pm

CMGC- Room 266

Minutes

## Attendance

**Commissioners Present:** Tony Lathrop (Chairperson), Mike Sullivan (Vice-Chairperson), John Fryday, and Cozzie Watkins

**Commissioners Absent:** None

**Planning Staff Present:** Ed McKinney (Interim Planning Director), Garet Johnson, Cheryl Neely, Jonathan Wells, and Tamisha Benn (temporary employee)

## Welcome & Introductions

The Chairperson called the meeting to order at 4:04 pm.

## Approval of Minutes

Vice-Chairperson Sullivan made a motion to approve the October 17, 2016 minutes, seconded by Commissioner Watkins. The minutes were approved unanimously.

## FY2017 Action Plan

The Committee reviewed the FY2017 Action Plan. Chairperson Lathrop inquired about strategic priority #1 (Unified Development Ordinance & Place Type Policy). He asked if a date has been selected for the first Advisory Committee meeting. Mr. McKinney said December 7 is being considered. The Chairperson asked about the meeting notification. Mr. McKinney responded that the list of working members will be notified. Chairperson Lathrop asked if the meeting would be advertised publicly. Mr. McKinney replied that there will not be a huge press release but he will make sure Council and the Commission is aware of the date.

Commissioner Watkins asked if the public understands the impact of the Unified Development Ordinance (UDO). Chairperson Lathrop replied probably not. Vice-Chairperson Sullivan stated that at the last meeting they discussed how to move the UDO forward and introduce it to the community. Commissioner Watkins suggested that the process be advertised in the Observer. Mr. McKinney stated that the community workshops to kick off the project will be advertised in various media outlets. He said staff will continuously get the word out about the project to help capture and engage as many folk as possible.

Commissioner Fryday said when he and Commissioner Ryan met with Kathy Cornett and Grant Meacci (Planning staff) they talked about using other groups such as the faith based community, in addition to social media, to help get the word out about the UDO. He said he received an email about the community workshops and was asked to share it with neighborhood groups and others. He thinks Commissioners should help with community outreach.

Chairperson Lathrop asked about the status of paralleling the Transit Oriented Development (TOD) and Pedestrian Overlay District (PED) discussion with the UDO. Mr. McKinney said the Planning Committee will discuss PED, similar to their TOD discussions. Part of the UDO process is to understand the basic structure of the districts. Once there is clarity on the districts, then a decision will be made on the path forward (in the early part of next year).

The Chairperson asked when the UDO will be drafted. Mr. McKinney relied that he anticipates that the draft will be initiated in mid-2017.

Vice-Chairperson Sullivan stated that the Planning Committee had received a schedule for the UDO process. He asked if it had been shared with the full Commission. Mr. McKinney replied that it had not been shared with the full Commission but he can share it at the next work session. The Vice-Chairperson thinks it is a good idea to share this with the full Commission. Ms. Johnson said staff can also provide updates on the UDO community workshops at the December work session.

Vice-Chairperson Sullivan asked how the success of the workshops will be measured (number of people, feedback received, etc.). Ms. Johnson responded that one goal is to raise awareness and get people to understand the basic definition of the UDO and Place Types as well as comprehend that they are one initiative. It is also important to explain how people can get involved and stay engaged throughout the process.

### **Future Work Session Agenda Items**

#### **Mandatory Referral Process**

Commissioner Fryday distributed a one-page document which recommended a formal process for the Planning Committee review of mandatory referrals. Chairperson Lathrop asked what action, if any, Commissioner Fryday proposed on the document. Commissioner Fryday stated Vice-Chairperson Sullivan asked everyone to contact him with feedback. He received several comments and also had a discussion with Ms. Johnson about this. He further explained that he modified the document based on the comments received.

Vice-Chairperson Sullivan said there are several different opinions and he does not want to second guess staff on every point. He cautioned that the Commission should not take on something that is not within their authority. The Vice-Chairperson agreed that individuals may want to have input on mandatory referrals but if it is not pulled for discussion, he thinks they should vote to support staff's recommendation.

The Committee continued to discuss this item. Commissioner Watkins asked for clarification of the Planning Committee's concern with the mandatory referral process. Commissioner Fryday stated Commissioners are concerned about voting on mandatory referrals because they have already been approved by the body that is taking the action.

Ms. Johnson added that Planning Commissioners felt they are spending a lot of time reviewing and discussing mandatory referrals and when they have an issue it is not taken back to the appropriate board (only the submitting staff is made aware of their concerns).

Chairperson Lathrop suggested that a motion be made to adopt the proposed mandatory referral process document. Ms. Johnson recommended that additional language be added to clarify the process. Commissioner Fryday agreed with Ms. Johnson. The Chairperson suggested that Ms. Johnson work with Commissioner Fryday to revise the document and present it at the next Planning Committee meeting. Ms. Johnson volunteered to revise the document based on the discussion and send it back to Vice-Chairperson Sullivan and Commissioner Fryday for review. Vice-Chairperson Sullivan suggested that they meet to discuss this next week so they can get closure. Ms. Johnson agreed and said it can be sent to the Planning Committee prior to their next meeting.

### **Approval of the December 2016 Work Session Agenda**

The Committee reviewed the draft December 5 work session agenda. Chairperson Lathrop asked if the UDO presentation will be the major agenda item since it will include updates from the community workshops. Mr. McKinney replied yes.

Commissioner Watkins made a motion to approve the December 5 work session agenda, seconded by Commissioner Fryday. The agenda was approved unanimously.

### **Approval of the December 2016 and January 2017 Meeting Schedules**

Chairperson Lathrop stated that the December 28 Zoning Committee meeting had been rescheduled. Ms. Neely said that due to the holiday, this meeting was rescheduled to January 4, 2017. She also said there are several dates which are impacted by upcoming holidays.

Ms. Neely informed the Committee that the December Planning Committee meeting is December 20, which is the week of Christmas. She asked if they would like to reschedule this meeting. The Committee members said they were fine with the meeting being held the week of Christmas.

Ms. Neely continued by explaining that the first Monday in January 2017 is the New Year's holiday observation for the City. She further explained that typically when the full Planning Commission meeting falls on a holiday, they are rescheduled to the next week. In this case that would be January 9. The Committee agreed to change the meeting date to January 9.

Ms. Neely said the Executive Committee meeting falls on the Martin Luther King, Jr. holiday. She explained that when there is a conflict, the meeting is typically held the next day. The proposed date is Tuesday, January 17 and is consistent with the rescheduled Council meeting date. The Committee agreed with this change.

### **Adjournment**

The meeting adjourned at 4:45 pm.





**AGENDA**  
**CHARLOTTE-MECKLENBURG PLANNING COMMISSION**  
**ZONING COMMITTEE WORK SESSION**  
**Charlotte-Mecklenburg Government Center, RM 280**  
**January 04, 2017**  
**4:30pm**

Called to order: **4:37pm**

Adjourned: **6:08pm**

Commissioners:

<b>Tony Lathrop✓</b>	<b>Cozzie Watkins✓</b>	<b>Raymond Eschert✓</b>	<b>Karen Labovitz✓</b>
<b>Nasif Majeed ✓</b>	<b>Sam Spencer✓</b>	<b>Nancy Wiggins✓</b>	

Deferrals:

<b>Item # 8</b>	<b>Petition No. 2016-115</b>	<b>For Crescent Communities</b>
<b>Item #10</b>	<b>Petition No. 2016-132</b>	<b>For Richter Development, LLC</b>

<p><b>Recommended for Approval</b></p>	<p>1. <b><u>Petition No. 2016-117</u></b> (Council District 4 – Phipps) <b>by ATAPCO UEP Inc.</b> for a change in zoning approximately 4.51 acres located on the west side of North Tryon Street between E. McCullough Drive and Ken Hoffman Drive from O-15(CD) (office, conditional) to TOD-M(CD) (transit oriented development - mixed-use, conditional).</p> <p><b>Consistency:</b>  <b>Maker: Spencer</b>  <b>2nd: Wiggins</b>  <b>Vote: 7-0</b></p> <p><b>Recommendation:</b>  <b>Maker: Majeed</b>  <b>2nd: Wiggins</b>  <b>Vote: 7-0</b></p>
<p><b>Recommended for Approval <u>as amended</u></b></p> <p><b>Staff does not recommend approval and outstanding issues remain.</b></p>	<p>2. <b><u>Petition No. 2016-123</u></b> (Outside City Limit) <b>by Harbor Baptist Church</b> for a change on zoning approximately 9.81 acres located on the east side of Reedy Creek Road and Interstate 485 at the end of Saddlehorse Lane near the intersection of Gelding Drive and Saddlehorse Lane from R-3 (single family residential) to INST (CD) (institutional, conditional).</p> <p><b>Consistency:</b>  <b>Maker: Spencer</b>  <b>2nd: Eschert</b>  <b>Vote: 7-0</b></p> <p><b>Recommendation:</b>  <b>Maker: Eschert</b>  <b>2nd: Labovitz</b>  <b>Vote: 7-0</b></p>
<p><b>Recommended for Approval <u>as amended</u></b></p>	<p>3. <b><u>Petition No. 2016-138</u></b> (Council District 6- Smith) <b>by Southminster, Inc.</b> for a change in zoning approximately 25.4 acres located on the east side of Park Road between Smithfield Church Road and Arbor Pointe Drive from INST (CD) (institutional, conditional) to INST(CD) SPA (institutional, conditional, site plan amendment).</p> <p><b>Consistency:</b>  <b>Maker: Majeed</b></p>

	<p>2nd: Wiggins Vote: 7-0 <b>Recommendation:</b> Maker: Wiggins 2nd: Majeed Vote: 7-0</p>
Recommended for Approval <u>as amended</u>	<p>4. <a href="#"><u>Petition No. 2016-140</u></a> (Council District 4 – Phipps) <b>by Michael Adams</b> for a change in zoning approximately 6.63 acres located on the southwest corner at the intersection of Rocky River Road and East W.T. Harris Boulevard from NS (neighborhood services) to NS SPA and BD(CD) (neighborhood services, site plan amendment and distributive business, conditional) both with five-year vested rights).</p> <p><b>Consistency:</b> Maker: Wiggins 2nd: Majeed Vote: 7-0</p> <p><b>Recommendation:</b> Maker: Labovitz 2nd: Majeed Vote: 7-0</p>
Recommended for Approval	<p>5. <a href="#"><u>Petition No. 2016-148</u></a> (Council District 7 – Driggs) <b>by Michael L. Lavelle</b> for a change in zoning approximately 0.9 acres located on the southeast corner at the intersection of Elm Lane and Williams Pond Lane from NS (neighborhood services) to NS SPA (neighborhood services, site plan amendment).</p> <p><b>Consistency:</b> Maker: Labovitz 2nd: Wiggins Vote: 7-0</p> <p><b>Recommendation:</b> Maker: Watkins 2nd: Labovitz Vote: 7-0</p>
Recommended for Approval	<p>6. <a href="#"><u>Petition No. 2017-001</u></a> (Council District 2- Austin) <b>by Epes Transport System, Inc.</b> for a change in zoning approximately 11.9 acres located on the south side of Spector Drive near the intersection of Statesville Road and Spector Drive from I-1 (light industrial) to I-2 (general industrial).</p> <p><b>Consistency:</b> Maker: Majeed 2nd: Wiggins Vote: 7-0</p> <p><b>Recommendation:</b> Maker: Eschert 2nd: Watkins Vote: 7-0</p>
Recommended for NEW Public Hearing	<p>7. <a href="#"><u>Petition No. 2016 – 097</u></a> (Council District 6 – Smith) <b>by Simonini Saratoga, LLC</b> for a change in zoning approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathmoor Lane from R-3 (single family residential) to UR-2(CD) (urban residential, conditional).</p>

	<p><b>Recommendation:</b>  <b>Maker: Wiggins</b>  <b>2nd: Spencer</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p>
Deferred to (January 25, 2017)	<p>8. <a href="#"><u>Petition No. 2016-115</u></a> (Council District 4 – Phipps) <b>by Crescent Communities</b> for a change in zoning approximately 37.54 acres located on the south side of West Mallard Creek Church Road between Senator Royall Drive and Claude Freeman Drive from RE-3(O) (research, optional) to <del>RE-3(O)</del> SPA (research, optional, site plan amendment).</p> <p><b>Motion: Majeed</b>  <b>2nd: Spencer</b>  <b>Vote: 7-0</b></p>
Recommended for Approval	<p>9. <a href="#"><u>Petition No. 2016-128</u></a> (Council District 2 – Austin) <b>by Mt. Isle Promenade, LLC</b> for a change in zoning approximately 125.13 acres located on the southeast corner at the intersection of Brookshire Blvd and Mount Holly-Huntersville Road from R-3(LWPA) (single family residential, Lake Wylie Protected Area), NS (LWPA) (neighborhood services, Lake Wylie Protected Area), and BD (CD) (LWPA) (distributive business, conditional, Lake Wylie Protected Area) to CC (LWPA) (commercial center, Lake Wylie Protected Area), MUDD-O (LWPA) (mixed use development district, optional, Lake Wylie Protected Area), and NS SPA (LWPA) (neighborhood services, site plan amendment, Lake Wylie Protected Area), with five year vested rights.</p> <p><b>Consistency:</b>  <b>Maker: Spencer</b>  <b>2nd: Wiggins</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p> <p><b>Recommendation:</b>  <b>Maker: Spencer</b>  <b>2nd: Eschert</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p>
Deferred to (January 25, 2017)	<p>10. <a href="#"><u>Petition No. 2016-132</u></a> (Council District 6 – Smith) <b>by Richter Development, LLC</b> for a change in zoning approximately 2.01 acres located on the east side of Sardis Road between Coventry Row Court and Timber Lane from R-3 (single family residential) to UR-2(CD) (urban residential, conditional).</p> <p><b>Motion: Majeed</b>  <b>2nd: Spencer</b>  <b>Vote: 7-0</b></p>
Recommended for Approval	<p>11. <a href="#"><u>Petition No. 2016-141</u></a> (Council District 5 – Autry) <b>by RENC CH, LLC</b> for a change in zoning approximately 41.5 acres located on the south side of Wallace Road between Woodberry Road and East Independence Boulevard from R-3 (single family residential), UR-2(CD) (urban residential, conditional) B-2 (general business), B-2(CD) (general business, conditional) to B-2(CD) (general business, conditional) and B-2(CD) SPA (general business, conditional, site plan amendment).</p> <p><b>Consistency:</b>  <b>Maker: Eschert</b>  <b>2nd: Labovitz</b></p>

	<p><b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p> <p><b>Recommendation:</b>  <b>Maker: Eschert</b>  <b>2nd: Spencer</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p>
<b>Recommended for Approval</b>	<p>12. <b><u>Petition No. 2016-144</u></b> (Council District 1 – Kinsey) <b>by MV Residential Development, LLC</b> for a change in zoning approximately 3.06 acres located on the west side of North Davidson Street between East 21<sup>st</sup> Street and East 22<sup>nd</sup> Street from I-2 (general industrial) to TOD-MO (transit oriented development, mixed-use, optional).</p> <p><b>Consistency:</b>  <b>Maker: Spencer</b>  <b>2nd: Eschert</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p> <p><b>Recommendation:</b>  <b>Maker: Spencer</b>  <b>2nd: Wiggins</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p>
<b>Recommended for Approval <u>as modified</u></b>	<p>13. <b><u>Petition No. 2016-147</u></b> (Council District 6 – Smith) <b>by Mallard Creek Associates #1, LLC</b> for a change in zoning approximately 10.8 acres located on the northwest corner at the intersection of Providence Road, Fairview Road and Sardis Road from MUDD-O (mixed use development, optional) to MUDD-O SPA (mixed use development, optional, site plan amendment).</p> <p><b>Consistency:</b>  <b>Maker: Wiggins</b>  <b>2nd: Majeed</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p> <p><b>Recommendation:</b>  <b>Maker: Labovitz</b>  <b>2nd: Majeed</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p>
<b>Recommended for Approval <u>as amended</u></b>	<p>14. <b><u>Petition No. 2016-149</u></b> (Council District 3 – Mayfield) <b>by Steele Creek (1997) LLC</b> for a change in zoning approximately 11.73 acres located on the southeast corner at the intersection of South Tryon Street between Steele Creek Road and Hoover Creek Boulevard from CC (commercial center) to CC SPA (commercial center, site plan amendment) and NS (neighborhood services).</p> <p><b>Consistency:</b>  <b>Maker: Eschert</b>  <b>2nd: Wiggins</b>  <b>Vote: 6-0</b>  <b>Recused: Lathrop</b></p> <p><b>Recommendation:</b></p>

	<b>Maker: Wiggins</b> <b>2nd: Majeed</b> <b>Vote: 6-0</b> <b>Recused: Lathrop</b>
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## **Attendance**

**Commissioners Present:** Planning Commission Chairperson Tony Lathrop, Planning Committee Chairperson Mike Sullivan, Planning Committee Vice-Chairperson John Fryday and Commissioners John Ham, Bolyn McClung, Elizabeth McMillan, Dionne Nelson and Deborah Ryan

**Planning Staff Present:** Scott Adams, Kathy Cornett, Alberto Gonzalez, Garet Johnson, Catherine Mahoney, Kent Main, Ed McKinney, Grant Meacci, Cheryl Neely, Bryman Suttle, Amanda Vari, Jonathan Wells and Julia Zweifel

**Other Staff Present:** Peggy Hey, Charlotte-Mecklenburg Schools; Lee Jones, Park and Recreation and Jacqueline McNeil, County Asset & Facility Management

## **Call to Order and Introductions**

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

## **Approve October 18, 2016 Minutes**

Commissioner Ryan stated that the minutes do not reflect a question that was asked about mandatory referrals by either her or Commissioner Nelson. *At the October 18 meeting, Commissioner Ryan shared her concern that the Committee's recommendation does not have any impact on the submitting agency's final decision. She asked if staff is aware of any decisions on mandatory referrals that were changed after the Planning Committee's recommendation. Staff could not recall an example where that occurred.*

Chairperson Sullivan asked that the minutes be modified to reflect Commissioner Ryan's comments.

*A motion was made by Vice-chairperson Fryday and seconded by Commissioner McClung to approve the October 18, 2016 minutes with the amendment proposed by Commissioner Ryan.*

*The vote was unanimous to approve the October 18, 2016 minutes as amended.*

## **Draft North Tryon Vision Plan Recommendation**

Chairperson Sullivan asked Grant Meacci to present information on the draft *North Tryon Vision Plan*. Mr. Meacci provided responses to some of the questions that were asked at the last meeting. He mentioned that City Council received public comment on the draft plan the previous night. He is asking the Planning Committee to make a recommendation on the draft plan tonight. The plan will go back to the TAP Committee in December for a recommendation to Council. Council will be asked to adopt the plan in January 2017.

Mr. Meacci said that he summarized the questions the Committee asked at the last meeting. One question was about the priorities of implementation. One of the main outcomes of the planning process was the desire to create an implementation committee. This was the desire of the steering committee and property owners who wanted to make sure the plan was implemented. The Foundation of the Carolinas, Center City Partners, Bank of America, the city and the county have formed an implementation committee to set the priorities for the project.

Another question was in regards to how the recommendations align with Council priorities. Mr. Meacci explained that this plan was the result of recommendations in the *Center City 2020 Vision Plan*. The actions and recommendations in the plan generally fall into the Council focus areas of community safety, economic development, housing and neighborhood development. Staff thinks that what they heard from the community aligns with the direction that Council has been headed and the recommendations in this plan are essentially implementing a part of the previously adopted plan.

The Committee also inquired about including Charlotte-Mecklenburg Schools in this process. Staff responded that CMS will be included in the formation of the implementation committee.

There was also a question in regards to the responsibility of developing the design standards. Staff will be primarily responsible for the design standards which will be implemented by development. The city will generally lead this effort. However, it will be a partnership.

One of the last questions was about the future of the Hall House and McGlohon Theatre. Both historic structures are recognized as great assets and the plan recommends integrating them into new development.

The final question was about some of the social services that currently exist in the district, particularly on the Hal Marshall site. Mr. Meacci said a larger discussion needs to take place with the county. Mr. Meacci concluded his presentation.

Chairperson Sullivan asked if the Committee had questions or would like to make a recommendation on the draft *North Tryon Vision Plan*.

*A motion was made by Commissioner McClung and seconded by Commissioner Nelson to recommend approval of the draft North Tryon Vision Plan.*

*The vote was unanimous to recommend approval of the North Tryon Vision Plan.*

### **Mandatory Referrals**

Chairperson Sullivan asked if the Committee would like additional information on any of the mandatory referrals. Vice-chairperson Fryday asked to discuss M.R. #16-46 and M.R. #16-51. Chairperson Sullivan stated that those two mandatory referrals will be moved to the end of the agenda to allow the Committee time to discuss the Unified Development Ordinance (UDO) and place types in more detail.



**M.R. #16-43: Proposal by Charlotte-Mecklenburg Board of Education to Renew the Grier Heights Community Center Lease**

Background: The Board of Education proposes to renew the Grier Heights Community Center lease with the Billingsville Leadership Academy (also known as the Rosenwald School) which is located adjacent to Grier Heights Neighborhood Park (Tax Parcel 157-038-08 p/o).

**M.R. #16-44: Proposal by Central Piedmont Community College (CPCC) to Construct a New Commercial Drivers' License Driving Course and a Lab Building on the Merancas Campus in the Town of Huntersville**

Background: CPCC proposes to construct a new 115,000 square foot Commercial Drivers' License Driving Course and a 5,000 square foot, 1 story lab building on 9.3 acres located at 12332 Statesville Road in the Town of Huntersville (Tax Parcel 017-421-11).

**M.R. #16-45: Proposal by Central Piedmont Community College (CPCC) to Construct a New North Energy Plant on the Central Campus**

Background: CPCC proposes to construct a 7,138 square foot, two story centrally-located Energy Plant at the existing CPCC Central Campus on 12.4 acres located in the 1200 block of Sam Ryburn Walk (Tax Parcel 080-132-03).

**M.R. #16-47: Proposal by Mecklenburg County to Accept the Donation of Property off Arrowridge Boulevard**

Mecklenburg County proposes to accept the donation of 4 acres of vacant land located off Arrowridge Boulevard along the future Sugar Creek Greenway corridor (Tax Parcel 203-031-09 p/o).

**M.R. #16-48: Proposal by Mecklenburg County to Exchange Land in Westmoreland Regional Park for Land Located on Robbins Park Drive in the Town of Cornelius**

Mecklenburg County proposes to exchange 958 square feet of land located in Westmoreland Regional Park (Tax Parcel 005-071-12) for 958 square feet of land located on Robbins Park Drive in Cornelius (Tax Parcel 005-071-22).

**M.R. #16-49: Proposal by Mecklenburg County to Accept the Donation of Property Located off Celia Avenue for Open Space**

Mecklenburg County proposes to accept the donation of .14 acres of vacant land located off Celia Avenue and along a tributary to Stewart Creek (Tax Parcel 069-081-19). The parcel will be preserved as floodplain open space which reduces future flood risk.

**M.R. #16-50: Proposal by CPCC to construct a new Classroom and Related Site Improvements on the Merancas Campus (Phase 4) in the Town of Huntersville**

Background: CPCC proposes to construct a new 95,000 square foot, 3 story classroom building and related site improvements on a 49 acre site located at 11920 Verhoeff Drive in Huntersville (Tax Parcel 017-421-07).

*A motion was made by Commissioner McClung and seconded by Vice-chairperson Fryday to approve by consent Planning staff's recommendation for M.R. #16-43, M.R. #16-44, M.R. #16-45, M.R. #16-47, M.R. #16-48, M.R. #16-49 and M.R. #16-50.*

*Yeas: Sullivan, Fryday, Ham, McClung, McMillan and Nelson*

*Abstained: Ryan*

Commissioner McClung asked about moving the discussion for M.R. #16-46 up on the agenda. Chairperson Sullivan stated that he would like to adhere closely to the agenda to allow adequate time to discuss the UDO and place types. He will also make sure there is time to discuss this mandatory referral.

### **Unified Development Ordinance (UDO) and Place Types Discussion**

Mr. Meacci said he would review what staff individually discussed with Committee members. He said input centered on the schedule, upcoming meetings and outreach.

Mr. Meacci said that staff realized as they began to align the growth framework with the UDO, this gives us an opportunity to update and align all of our growth policies. We are thinking about this as a holistic update to our growth framework. He thinks that it will make a seamless connection between the vision for growth and implementation.

He reminded the Committee that a while back discussions centered around the palette of place types; primarily 16 place types that range from open space to urban space. Staff heard that there was not enough specificity that differentiates between places. Staff has done a lot of analysis on how to capture that differentiation. For example, a historic neighborhood located close to Uptown that might differentiate from a newer neighborhood located on the edge of town. Consider how NoDa differs from Highland Creek or how Belmont differs from Ballantyne.

We have introduced the idea of an intensity tier. We have introduced an urban and a suburban intensity tier to allow for the differentiation between the same type of place but with different characteristics. This has been done for single family residential, mixed residential, light industrial, mixed use and mixed use neighborhoods.

We have also essentially introduced tiering for mixed use activity centers. If you think about the highest intensity activity center being Uptown and the lowest intensity mixed use activity center being a smaller version of a mixed use center, it could be located at any number of intersections between the south and the north. All activity centers are not created equal. There is a gradation in scale and size and one way to explain this is a matter of intensity. It is a matter of types, mix of uses and function of scale.

Mr. Meacci said the discussion at the next meeting will center on how form and pattern elements and numbers associated with them relate to the intensity tiers. For example, how does a height range change from an urban to a suburban area or a mixed use activity center one to a mixed use activity center four.

Commissioner McClung asked how the average citizen is supposed to understand the difference between mixed residential and mixed use residential because it is confusing. Mr. Meacci answered by seeing a lot of examples. A mixed residential neighborhood might have lots of different housing types and forms. There could be apartments integrated with duplexes and single family homes. The idea is that it is primarily a single family neighborhood of homes and does not have large commercial uses. A mixed use neighborhood may allow more commercial uses or there could be a historic commercial center on a main street.

Commissioner McClung said that CMS is creating a magnet plan and transportation plan based on socio economic statistics. Therefore, when people say or hear mixed residential, they might think of something different than what is being described. Mr. Meacci said the titles continue to evolve and some of them may change as we go into the community.

Mr. Meacci stated that the second item discussed was about the first attempt to place the schedule and deliverables together into one diagram. He presented an update. This diagram indicates how and when the community will be engaged. Committee members said that staff also needs to show where periodic updates from City Council and the Planning Commission will be located.

Mr. Meacci continued by stating that the diagram needs to show how the engagement process is really building toward specific milestones and ultimately, leading into a draft place type guide and draft UDO. Staff also heard that the diagram is not representative of all the meetings taking place.

Vice-chairperson Fryday stated that this is fine as long as it is your personal schedule and is not for the general public. Mr. Meacci stated that there is a summary that is geared more toward the general public and City Council that shows key milestones. Commissioner McClung asked if there will be coding to show what has been completed. Mr. Meacci responded yes there will be a way of showing where we are in the process including what has been completed.

Chairperson Sullivan stated that there are a number of thresholds that may require Council and the Committee to be more engaged. He said emphasizing those is important. Mr. Meacci replied that key points will be highlighted.

Mr. Meacci said that staff scheduled five community workshops that are intended to build awareness and knowledge about what place types are and how to get involved. Postcards were mailed and email blasts were sent. The city's social media sites and Next Door have been used to notify the public of this process. Also, a press release was distributed to 120 different media organizations.

Mr. Meacci said the workshops will include a short presentation summarizing some of the information that staff has shared with the Committee. There will also be an interactive table exercise to help people understand Place Types. The last portion of the meeting will include information stations with staff available to answer general questions about planning.

Commissioner Ryan asked what feedback do you think you will get from these meetings. Mr. Meacci answered for the public to get a basic understanding of what place types are and how they will be used. Secondly, how the public can remain involved in the process.

Commissioner Ryan clarified that the first part is education not engagement. She said that she would like to hear about the interactive table where you can explore the elements of place types. She added that she was surprised to get an email today about the meetings and did not know they were happening so quickly. She is concerned about what the public will get the first time out and asked Mr. Meacci to expound upon the four elements of place types.

Mr. Meacci explained that we have the form and pattern elements that primarily make up place types. This could mean height ranges, setback or building type. We have a lot of pictures from around the city to explain a particular place type. Essentially, we are trying to explain form and pattern and how they relate to a specific place type by using photos of real places.

Commissioner Ryan stated that she is hesitant to go to a community meeting which is educational where people are actually given a chance to provide input. One of the things that may be helpful is to get people in the community to help you with what a particular place type means relative to a category. For instance, you could have people from Dilworth tell you what makes the word Dilworth relative to these issues. She shared that she still has concern about using these names if we are trying to make a big shift between places defined by use and places defined by type. She thinks to continue to use titles based on the land use is counterproductive long term. Mr. Meacci stated he did not have an answer for her at this time. Finding the right words and language is important but not easy. It has been an ongoing discussion and staff recognizes that we are not there.

Commissioner Ryan acknowledged that this is really hard to accomplish.

Commissioner McClung said he is concerned about expectations when the public sees the place types' concept. Mr. Meacci mentioned Belmont and Ballantyne. Commissioner McClung asked how do you control or build expectations. For example, if you try to create walkable communities in Ballantyne, they already have them in the Beatties Ford Road area. You are not talking the same language to people.

Commissioner McClung asked on a scale of one to ten what input have developers had. Mr. Meacci answered that staff has visited development specific professional groups but very few neighborhood groups, if any. Information has been shared with the Chamber Land Use Committee, American Institutes of Architects (AIA), Real Estate and Building Industry Coalition (REBIC) and professional engineers. Commissioner McClung asked what is the quality of their input. Mr. Meacci said that it is too early to tell because they are not sure what to expect.

Commissioner Nelson asked for clarification on the description of place types on the chart in Mr. Meacci's presentation. The use of descriptors such as mixed residential impacts people's current perception of a residential land use. If the description is supposed to be about the character of a place, consider using a descriptor about a character and not words like mixed use, residential or other traditional land use words. It may difficult to change the terms later in the process after people have become accustomed to their use.

Chairperson Sullivan stated that the information shared at the upcoming workshops will help the public understand what is coming. He suggested that since the workshops will take place in different parts of the community, they will focus on the specific area and how it would be classified. For example, explain a development that you may see in that particular area or how what we are trying to accomplish could work that area. It is important to help people better understand how this will impact where they live. Mr. Meacci agreed and said that is the way the process is setup.

Chairperson Sullivan further explained that some of the terms may mean something different in some areas. Some communities are concerned about major changes that are occurring and may think this is not for them. Mr. Meacci confirmed that it is more like using examples in the geography of the meeting location. Chairperson Sullivan answered yes. Vice-chairperson Fryday suggested some minor adjustments to the interactive table exercise.

Ed McKinney (Planning) said what he heard from the Committee is really valuable. He said that staff needs to lighten the terminology and the way it is described. He said what we would like to get out of these meetings is an understanding of the concept and place types. He said the way to make it clear is to give real world examples of places in their geography and their characteristics. Hopefully, we will get new vocabulary about the characteristics that are important to them. We can take that information and test it against the things that we are doing behind the scenes.

Commissioner McClung suggested coordinating with CMS on this. He said CMS is doing something similar now. They are taking five transportation zones and creating 3 transportation zones. This effort is causing people to rethink who they are associating with and the same sort thing is happening here.

Commissioner Ryan said that through teaching urban design she finds that her students don't know what these terms mean. In terms of single family residential, it's really places that have individual homes and mixed residential might be a place that has individual homes, duplexes and 3-story apartment buildings. A mixed use neighborhood may have retail shops, churches, individual homes and apartments. We could let the public help us name those places without using jargon. A description would be more helpful.

Commissioner Nelson said that she is concerned about neighborhoods that have changed or that are changing a lot. It is one of the challenges we have collectively as a community. There are some neighborhoods where parcel to parcel those descriptions are meaningfully different. We need to be prepared to address this issue because when you think about changing neighborhoods it is a more complex conversation.

Vice-chairperson Fryday said rather than trying to identify neighborhoods to plug in certain buckets, it may be the exact opposite. For example, East Boulevard is not talking about what East Boulevard is today but about what it is going to be. Mr. Meacci said there will be neighborhoods that say this is the place type that we want to be and it describes the place that it is now. They do not want to change. While other neighborhoods will say we are this now but we really want to be something different. Both of these answers are appropriate. Each leads to different outcomes in the zoning ordinance. Explaining this to the community is important.

Mr. Meacci said staff will elevate the discussion on design, form and other elements.

### **Mandatory Referrals Continued**

#### **M.R. #16-46: Proposal by Charlotte-Mecklenburg Board of Education (CMS) to Sell Land at Ballantyne Elementary School**

Background: CMS proposes to sell 32 acres of surplus property located at 15422 Marvin Road (Tax Parcel 223-091-03) near Johnston Road, adjacent to Ballantyne Elementary School.

Mr. Main stated that the property was designed and rezoned for single family residential. He explained that for various reasons, including the recession, it was not developed residentially. It was developed with a full street network and subdivided into lots and is ready for residential development. However, there was a very controversial proposal for affordable housing that slowed development. The concern is that Ballantyne is an area where there is a shortage of affordable housing and the Neighborhood and Business Services Department (N&BS) wants to look at how that need might be met by this parcel or other parcels in the area.

Vice-chairperson Fryday asked about transit connections. Mr. Main answered there are not any. Vice-chairperson Fryday asked if they have employment centers. Mr. Main replied that this property is located in the greater Ballantyne area and there are not any immediate connections to neighborhood services.

Commissioner Nelson said that we have to think broadly about affordable housing and who uses affordable housing. In reality, the school is an employment center for somebody that needs affordable housing. She also thanked staff for a more comprehensive description of the complexity of this mandatory referral.

*A motion was made by Commissioner Nelson and seconded by Commissioner Ham to approve Planning staff's recommendation for M.R. #16-46. The vote was unanimous to approve staff's recommendation for M.R. #16-46.*

*Yeas: Sullivan, Fryday, Ham, McClung, McMillan and Nelson*

*Abstained: Ryan*

Commissioner Nelson stated this continues to reflect the challenges with the mandatory referral process and the Planning Committee's role in the process. She acknowledged that she understands that CMS had an offer on the property but she believes it is the Committee's job to provide feedback that the Board of Education and superintendent can consider in deciding whether or not to move forward with this transaction. She thinks this is an opportunity to provide feedback relative to the broader concern.

**M.R. #16-51: Proposal by Mecklenburg County to Exchange Land Located in the Morningside Neighborhood**

Background: Mecklenburg County proposes to exchange 1,250 square feet of land located south of Ivey Drive and bounded by Briar Creek and Morningside Drive (Tax Parcel 129-024-09 p/o) for 1,250 square feet of vacant land located on the westerly side of Briar Creek north of McClintock Road (Tax Parcel 129-024-08 p/o).

Vice-chairperson Fryday stated that the property being added to the adjacent lot is zoned MUDD-O and the adjacent lot is zoned MUDD-O. The report says that it is being done for a single family residence. He asked if there is a restriction that it be single family or can land be added and someone build whatever is allowed. Jacqueline McNeil (County Asset & Facility Management) said that she understands that the developer is supposed to develop three single family lots. However, he could petition for a rezoning.

Vice-chairperson Fryday shared his concern about the potential for the property to be developed with a four story apartment building instead of three single family units. Ms. McNeil stated there is no restriction on the property once the transaction occurs. However, she understands that it is supposed to be developed with three single family homes.

Mr. McKinney stated this is a part of a larger master plan development under the MUDD-O rezoning, It has a range of entitlements which includes mixed residential. This mandatory referral does not change those entitlements or the intensity of development. There is a very specific site plan.

*A motion was made by Vice-chairperson Fryday and seconded by Commissioner Nelson to approve Planning staff's recommendation for M.R. #16-51. The vote was unanimous to approve staff's recommendation for M.R. #16-51.*

*Yeas: Sullivan, Fryday, Ham, McClung, McMillan and Nelson*

*Abstained: Ryan*

### **Mandatory Referral Process**

Commissioner Sullivan stated this is a continuation of discussions from previous meetings about the need to get an understanding of the mandatory referral process. He shared a document, that the Executive Committee developed and asked Committee members to share any suggested changes with Vice-chairperson Fryday. The Executive Committee will discuss recommended changes and the Planning Committee will be asked to approve the document at the next meeting. The changes to the mandatory referral process will take effect in January.

Commissioner Nelson said some of the information in the Planning Commission handbook is not in the statute. She is trying to understand why there has been a practice that is not consistent with the requirements. She asked what the Committee is required to do. Ms. Johnson replied that the statutes do not provide a lot of direction and that is why the handbook includes Planning policy. Ms. Johnson agreed that there is not a lot in the statute that defines what the Committee is supposed to do other than review the mandatory referral and provide a response, if any.

Vice-chairperson Fryday said that he looked up old statutes from 1972 and found a very small article stating that the city asked for this and he tried to find in the city's minutes why they did this. What he gathered from his research is that in 1973 the Planning Commission was totally different and had a lot more power than it has today. Planning staff worked for the Planning Commission and the planning director was hired by the Planning Commission. The Planning Commission heard rezoning request with the City Council present. Vice-chairperson Fryday added that this is totally different from the way we operate today.

Vice-chairperson Fryday said that he thinks there must have been property in the school system, county or some quasi-judicial agency like the authority that has the auditorium. An agency must have sold or bought some land and did not go before the Planning Commission. As a result, someone went to the state legislature and got a bill passed to prevent this from happening again. Vice-chairperson Fryday said that the difficulty that he sees in this is that the Planning Commission does not have much power. He thinks whoever put together the process in the Planning Commission handbook did a nice job of saying what should be examined for mandatory referrals. He added that while the Commission is not the group that makes decisions on capital improvements, it seems like a decent list of what should be considered during the mandatory referral process.

Vice-chairperson Fryday said that he would like to see a process established that goes through and checks the boxes that a piece of property has gone through this process. He thinks the Joint Use Task Force is set up to do this. The report comes to this body for review and a recommendation. The Committee goes to the appropriate board and say we understand that we cannot stop you but we would like for you to consider certain things.

Commissioner Nelson commented on the text in red. She emphasized that the sale of a piece of property does not change the land use. The Committee can evaluate the proposal using some criteria but cannot ensure anything. She said that what she values about the vagueness of the state statute is that it gives the Committee the flexibility to decide what they would like to say and to whom. She thinks that even though the Committee cannot stop a transaction, they should at least have the flexibility to direct the feedback or a comment to a particular body. Currently, the Committee goes through this process and is not sure if anyone who has the authority to make a decision sees their recommendation. If that does not happen, she thinks this is a waste of the Committee's time.

Commissioner McClung said that M.R. #16-43 is an interesting one. He said that Peggy Hey (CMS) brought this forward because she thought that it was the right thing to do. It is for a lease agreement. He said some people decide to bring things forward for mandatory referrals and others do not. He added that there are people that see the Committee's comments and think they are important.

Commissioner Ryan commented on the information in red. She is concerned about some of the language because it refers to an evaluation based on land use not place types. This seems obsolete moving forward. She said that she is not sure if the text in red identifies the problem that the Committee needs to solve. She thinks the Committee has a good prospective on how to evaluate things. Commissioner Ryan said the Committee also might want to ask about a description of livability principles. She stated that the reason she abstains from these votes is because she objects to this process in general.

She walked through a scenario of the time frame said that she is not convinced that this can actually happen within 30 days. She asked if the Committee is suggesting that they will now report to City Council. Commissioner Nelson said if that is included in the motion. Commissioner Ryan said that if the Committee refers this to City Council maybe they can do something about it. She does not think that they will receive it in time to do take action within 30 days. If there was enough time for City Council to bring this into the public light then perhaps the Committee would be doing something worthwhile. She does not think the text helps solve the problem.

Commissioner Nelson agreed with Commissioner Ryan's concerns. Commissioner Nelson said she thinks that the city, county and schools should have a mutual discussion around the need to address this issue. She used the mandatory referral last month for the schools as an example and stated that a recommendation on the mandatory referral could go to City Council, Board of County Commissioners and CMS Board of Education as well as the city manager, county manager and superintendent. It will not take 30 days for action because someone in one of these groups or the leadership structure has the ability to call real estate and say stop. She thinks that voting to recommend something seems inappropriate because the Committee is not actually taking an action.

Commissioner Ryan said that she thinks Commissioner Nelson is saying what the Committee is doing now is ineffective but it could be effective if the right people receive the Committee's recommendation. Commissioner Ryan said the Committee should not to have to figure out who the right person is each time. She would like a standard response list.



Vice-chairperson Fryday said he agrees and thinks that every piece of property needs to go through a rigorous process that addresses these items. He said there are people who know the right answers and maybe there needs to be a formal committee that has representation from transportation, housing and other key areas who will check these requests.

Commissioner Ryan asked if it becomes something like the rezoning review where other agencies may not provide comments. Vice-chairperson Fryday said there could be a requirement that the assigned agency would have to sign off on the request. For example, if affordable housing is important, the request would be assigned to N&BS and they would have to check that they have reviewed the request.

Chairperson Sullivan said that he is often surprised when agencies do not comment on proposals. However, he said that the Committee has to be careful about beating on doors to different government entities. He said the Committee is to make a recommendation. He reiterated that the general statutes say that the Commission should give their input. It does not say that the Commission should tell others that we don't agree with them and they are wrong. The Commission should give a recommendation based on what they think is the correct response.

Commissioner Ryan said she thinks agencies are focused on their missions. She does not think that the Commission is overstepping their bounds by disagreeing with an agency's decision.

Commissioner Nelson said that she thinks the Committee needs to respect that staff is doing their job and having that conversation. There is value in the JUTF. She said the energy around affordable housing is fundamentally different today than it was a year ago. She trusts that staff will make that evolve as a priority. She suggests that if the Committee is going to tweak the process that they let everyone know. She also said the Committee should encourage the various bodies to make sure that their participation in JUTF is robust. Her expectation is that JUTF discussions happen at the beginning of a sale and that issues are fully vetted early in the process.

Chairperson Sullivan said he thinks this is a great conversation and the process can be improved. He wants to get to where the process is updated and the Committee's input is more meaningful. He asked the Committee members to share any Comments with Vice-chairperson Fryday.

Mr. McKinney said the text in red was developed over time because of the vagueness of the statute. He said that he does not think the Committee wants the kind of analysis that is put into a rezoning. This is just a good way for to check the box and ensure we considered these things. He said that Commissioner Ryan brought up a good point about the time frame and getting information to the Committee in advance. Given the current time frame, it will be difficult to commit every time to provide the level of analysis that you see tonight in advance of this meeting. Allow staff to think about how to get information to you or think about the 30 day window.

Mr. McKinney emphasized that the JUTF meeting is a staff meeting. Mandatory referrals are only one component of that staff meeting. It is designed to have holistic conversations regularly about all sorts of things. We use that to really check that last box that we have on that red list.

Ms. Johnson said that while staff is working on the timeframe we can also work with you on the text in the blue to formalize who receives the information.

Ms. McNeil suggested that the Committee consider how these changes may affect how agencies do business.

Mr. Wells stated there is something to be said about confidentiality with respect to the relationship between a buyer and also the confidentiality with the elected officials that are in the position to ultimately make decisions on these requests. He added that when a mandatory referral is submitted it becomes a public document.

**Adjourned:** 7:10 p.m.

**CHARLOTTE HISTORIC DISTRICT COMMISSION**  
**MEETING AGENDA – DECEMBER 14, 2016, ROOM 267 ON THE 2<sup>ND</sup> FLOOR.**  
**HDC WORKSHOP – 12:00 PM THE PUBLIC IS WELCOME TO ATTEND**

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Attachment 7

**HDC WORKSHOP – 12:00 PM**

**HDC MEETING: 1:00 – 7:00**

- CALL TO ORDER
- APPROVAL OF NOVEMBER MINUTES
- APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS

**CONTINUED**

1. **1608 MERRIMAN AVENUE** **APPROVE**  
CASE NO. HDC [2016-179](#)  
NEW CONSTRUCTION, WILMORE  
MICHAEL FEEHLEY, APPLICANT
2. **300 W. PARK AVENUE** **DENIED**  
CASE NO. HDC [2016-278](#)  
ACCESSORY STRUCTURE, WILMORE  
JUSTIN, NIFONG, APPLICANT

**NEW CONSTRUCTION**

3. **1816 WICKFORD PLACE** **DENIED**  
CASE NO. HDC [2016-177](#)  
WILMORE  
CRAIG CALCASOLA, APPLICANT
4. **1816 WICKFORD PLACE** **DENIED**  
CASE NO. HDC [2016-178](#)  
WILMORE  
CRAIG CALCASOLA, APPLICANT
5. **1816 WICKFORD PLACE** **DENIED**  
CASE NO. HDC [2016-276](#)  
WILMORE  
CRAIG CALCASOLA, APPLICANT
6. **1816 WICKFORD PLACE** **DENIED**  
CASE NO. HDC [2016-277](#)  
WILMORE  
CRAIG CALCASOLA, APPLICANT
7. **421 GRANDIN ROAD** **APPROVED**  
CASE NO. HDC [2016-293](#)  
WESLEY HEIGHTS  
SHAUN RIPANI, APPLICANT

**ADDITIONS**

8. **700 TEMPLETON AVENUE** **CONTINUED**  
CASE NO. HDC [2016-274](#)  
DILWORTH  
ALLEN BROOKS, APPLICANT
9. **1741 WILMORE DRIVE** **CONTINUED**  
CASE NO. HDC [2016-284](#)  
WILMORE  
GLENN WISE APPLICANT
10. **1619 LYNTHURST AVENUE** **DENIED**  
CASE NO. HDC [2016-288](#)  
DILWORTH  
NATALIE & JEFF McAVENEY, OWNER
11. **620 WOODRUFF PLACE** **DENIED**  
CASE NO. HDC [2016-298](#)  
WESLEY HEIGHTS  
ALEXANDER ALTMAN, APPLICANT
12. **1422 THE PLAZA** **CONTINUED**  
CASE NO. HDC [2016-299](#)  
PLAZA MIDWOOD  
KAREY DIGH, APPLICANT
13. **522 W. KINGSTON AVENUE** **APPROVED**  
CASE NO. HDC [2016-301](#)  
WILMORE  
LOUIS BRYANT ROGERS, APPLICANT

**PAINT CHIMNEY**

14. **632 GRANDIN ROAD** **CONTINUED**  
CASE NO. HDC [2016-291](#)  
WESLEY HEIGHTS  
CLEMENT ASHFORD, APPLICANT

**WINDOW ADDITION/WINDOW CHANGES**

15. **1610 DILWORTH ROAD** **APPROVED**  
CASE NO. HDC [2016-297](#)  
DILWORTH  
JOHN PHARES, APPLICANT

**RETAINING WALL/REMOVE HISTORIC ROLLED CURB**

16. **1619 EUCLID AVENUE** **DENIED**  
CASE NO. HDC [2016-282](#)  
DILWORTH  
CHERYL RAY, APPLICANT



**Transportation & Planning Committee**  
**Monday, December 12, 2016**  
**2:00 – 4:30 p.m.**  
**Charlotte-Mecklenburg Government Center**  
**Room 280**

**Committee Members:** Vi Lyles, Chair  
 John Autry  
 Patsy Kinsey  
 Greg Phipps  
 Kenny Smith  
**( Autry  
 absent)**

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**Staff Resource:** Debra Campbell, City Manager's Office

### **AGENDA**

**I. Charlotte Place Types and Unified Development Ordinance Update – 15 minutes**

*Resource:* Ed McKinney, Planning

Staff will provide an update on the on-going community engagement efforts for the Charlotte Place Types and Unified Development Ordinance.

*Action: For information only*

**JB F Report-** Staff (Kathy Cornett) gave a presentation covering the Community Outreach workshops underway. Planning Committee has seen most of this prior, but not the exact presentation. Technical Advisory Committee update, but not announced.

**Questions:** How will older neighborhoods be handled? Numerous questions in workshop have brought this to the forefront. Developing tweaks based on that. 2 commissioners noted TAC –should be diverse in neighborhood/developer and geographic.

**II. North Tryon Vision Plan Update – 5 minutes**

*Resource:* Ed McKinney & Grant Meacci, Planning

The Committee received an overview of the Plan in October, and full Council received public comment on November 14, 2016. Several spoke in support of the Plan while no one spoke in opposition. At their November 15 meeting, the Planning Committee of the Charlotte Mecklenburg Planning Commission unanimously recommended adoption of the Plan. Staff will provide a brief follow up to previous questions from Council members, and address any additional questions the Committee may have.

*Action: Recommend to full Council for adoption.*

**JB F Report-**

Recommended for full council adoption.

**Questions/comments:** Intent to protect older buildings within plan footprint must be maintained.

**III. Transportation Action Plan – 15 minutes**

*Resource:* Norm Steinman, Transportation

The Transportation Action Plan (TAP) provides the framework to keep Charlotte moving in the face of tremendous growth. The TAP was first adopted in 2006 and is updated every five years. Over the last year, CDOT has been updating the TAP to reflect transportation challenges and needs of our rapidly growing city. Staff presented a draft of the TAP to the Committee in November, and is seeking a referral to City Council for public comment at their January 23, 2017 meeting.

*Action: Recommend the Transportation Action Plan Update to full Council for public comment.*

**JBF Report-**

- Required to be updated by City policies.
- Request that TAP Committee recommend City Council have public hearing on this.
- \$5.1 billion to design, build and maintain multi-modal transportation projects (non-transit)
- Extensive public engagement and online surveys.
- After public hearing, TAP Committee will make recommendations to Council, before voting to adopt.

Comments: Citizens feel they are being overrun by traffic and no rezonings ever disproved based on traffic.

Complicated policy- Can average citizen spend the time to understand and can they? Developers will.

We are over the line of being a large city, and that means more congestion than Charlotte of long ago. Delicate balance, and we are trying to do the best we can to balance.

It was suggested Planning Commission could speak at public hearings? Maybe Southpark Planning group?

**IV. Charlotte WALKS – 10 minutes**

*Resource:* Scott Curry, Transportation

Over the last 18 months, CDOT staff have worked with the Committee and collected public input to inform Charlotte's first Pedestrian Plan, known as Charlotte WALKS. In collaboration with CATS, E&PM, and Planning, CDOT prepared a draft of the Charlotte WALKS plan. Staff presented the draft plan to the Committee in November, and is seeking a referral to City Council for public comment at their January 23, 2017 meeting.

*Action: Recommend Charlotte WALKS to full Council for public comment.*

**JBF Report-**

Charlotte Walks-

- Has been seen several times by TAP. 2 year old process.
- Asking for City Council "public hearing" schedule.
- Will be followed by TAP Committee comments and return to City Council for adoption
- One size fits all can cause issues, and should be looked at- causes some "sidewalks to nowhere."

Charlotte Bikes- no update due to staff director (Ben) having twins this past week! It is behind and TAP asked if February meeting could be moved to January. Not likely. Vi asked for focus updated and in incorporating projects like Parkwood, Uptown Connects, etc.

**V. 2017 Meeting Schedule – 5 minutes**

*Resource:* Debra Campbell, City Manager's Office

Review and adopt the proposed 2017 meeting schedule.

*Action: Adopt the proposed 2017 meeting schedule.*

*Attachment:* 1. Proposed 2017 Meeting Schedule .pdf

**JBF Report-**

Discussion around leaving meeting end time at 3:30? Unlike most Committees, TAP only meet once a month, but at this time do not feel the need for additional time.

**VI. Upcoming Topics – 5 minutes**

<b>Topic</b>	<b>Meeting Date</b>	<b>Lead Dept.</b>
Parkwood & The Plaza	January	Planning
Transportation Action Plan (TAP)	February	CDOT
Charlotte WALKS	February	CDOT
Charlotte BIKES	February	CDOT
Permitting and Development Review	February	Manager's Office
Comprehensive Transportation Plan (CTP)	On-going as needed	CDOT
Charlotte Place Types and Unified Development Ordinance (UDO)	On-going as needed	Planning
Traffic Calming Policy	TBD	CDOT

**Next Scheduled Meeting:** January 9, 2017 at 2:00 p.m. (pending 2017 schedule adoption)

## **Transportation & Planning Committee 2017 Meeting Schedule**

**Second Monday of each month  
2:00 – 4:30 p.m.  
Room 280**

**January 9**

**February 13**

**March 13**

**April 10**

**May 8**

**June 12**

**July (*no meeting / summer schedule*)**

**August (*no meeting / summer schedule*)**

**September 11**

**October 9**

**November 13**

**December (*no meeting due to pending Committee assignments*)**



**CHARLOTTE-MECKLENBURG PLANNING COMMISSION**  
**FY 2017 ACTION PLAN**

At the 2016 Planning Commission's Retreat, the following strategic priorities were identified for fiscal year 2017.

STRATEGIC PRIORITIES	ASSIGNMENT
<b>1. Unified Development Ordinance &amp; Place Type Policy</b>	
<b>Key Topics</b>	
<ul style="list-style-type: none"><li>• Advisory Committee</li><li>• Place Type/Community Character Policy</li><li>• UDO Draft</li><li>• TOD and PED Implementation Strategy</li></ul>	Planning Committee
<b>Status:</b> Ongoing	
<b>2. Initiate Review of Pedestrian Overlay District (PED)</b>	
<ul style="list-style-type: none"><li>• Review PED ordinance standards &amp; application</li><li>• Identify and document key issues</li></ul>	Planning Committee
<b>Status:</b> Review to be conducted with Planning Committee in early 2017.	
<b>3. Update &amp; Implement Communication Policy</b>	
<ul style="list-style-type: none"><li>• Establish a Communications Committee</li><li>• Facilitate quarterly discussion (at scheduled work sessions) with invited City Council members</li><li>• Develop communication policy and identify actions to increase dialog with City Council</li></ul>	Communications Committee
<b>Status:</b> In process. Communications Committee formed with Commissioners Fryday (Chair), Ryan, and Spencer.	
<b>4. Update &amp; Revise Livable City Policy Statement</b>	
<ul style="list-style-type: none"><li>• Address community safety</li></ul>	Full Planning Commission
<b>Status:</b> Complete. Commissioner Ryan drafted a statement to address community safety. The Commission reviewed the statement and agreed to revise the Livable City Policy to reflect this change on November 7, 2016.	
<b>5. Review Affordable Housing Policies</b>	
<ul style="list-style-type: none"><li>• Review current city policies</li><li>• Review city, county, CMS and other programs and initiatives</li><li>• Review state regulations/legislation</li></ul>	Full Planning Commission
<b>Status:</b> Complete. Pamela Wideman (N&BS) led a discussion on affordable housing programs at the November 7, 2016 work session.	