

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

Planning Commission

April 3, 2017
work session

Charlotte-Mecklenburg
Government Center
Room 267
Noon

Charlotte-Mecklenburg Planning Commission

Work Session Agenda

April 3, 2017 – Noon

CMGC – Room 267

Call to Order & Introductions

Tony Lathrop

Administration

Approval of Planning Commission Minutes

Approve the March 6, 2017 work session minutes.

Tony Lathrop
Attachment 1

Policy

Charlotte Area Transit System

John Lewis

Background: Mr. John Lewis, CEO will provide an update on the Charlotte Area Transit System.

Action: For Commission discussion.

Livable City Policy and TOD Principles

Background: The Commission will follow-up on the discussion with Mayor Pro Tem Lyles.

Action: For Commission discussion.

Information

Planning Director's Report

Ed McKinney

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

Attachment 2

April & May 2017 Meeting Schedules

Attachment 3

Committee Reports

- **Executive Committee**
 - February 20 , 2017 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. Charlotte Regional Transportation Planning Organization	TBD
4. City Manager Introduction	TBD
5. Eastland Redevelopment	TBD

- **Zoning Committee**
 - Upcoming Rezoning Petitions
 - March 1, 2017 Agenda

Tony Lathrop
Tammie Keplinger
Attachment 5

- **Planning Committee**
 - February 21, 2017 Approved Minutes

Mike Sullivan
Attachment 6

- **Communication Committee**

John Fryday

- **Historic District Commission (HDC)**
 - March 8, 2017 Meeting Update

Deb Ryan
Attachment 7

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

Elizabeth McMillan

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

John Fryday

Communication from Chairperson

Tony Lathrop

- Nominating Committee
- FY17 Action Plan

Attachment 8

Charlotte-Mecklenburg Planning Commission

Attachment 1

Work Session Summary Minutes

March 6, 2017 – Noon

CMGC – Room 267

Attendance

Commissioners Present: Tony Lathrop (Chairperson), Mike Sullivan (Vice-Chairperson), Ray Eschert, John Fryday, John Ham, Karen Labovitz, Nasif Majeed, Bolyn McClung, Elizabeth McMillan, Dionne Nelson, Deb Ryan, Sam Spencer, Cozzie Watkins, and Nancy Wiggins

Commissioner McMillan arrived at 12:22 pm. Commissioner Nelson arrived at 12:23 pm.

Planning Staff Present: Ed McKinney (Interim Planning Director), Scott Adams, Kathy Cornett, Laura Harmon, Garet Johnson, Tammie Keplinger, Melony McCullough, and Cheryl Neely

Guest: Mayor Pro Tem Vi Lyles

Welcome & Introductions

The Chairperson called the meeting to order at 12:20 pm, welcomed those present, and asked everyone to introduce themselves.

Approval of Minutes

Commissioner Wiggins made a motion to approve the February 6, 2017 minutes, seconded by Commissioner Ryan. The minutes were approved unanimously.

The Chairperson said that Mayor Pro Tem Lyles and possibly some other Transportation and Planning Committee members will join the meeting later. Since they arrived late, he suggested that they rearrange the agenda to start with the Committee Reports.

Meeting Schedules

The Chairperson referred the Commission to the March and April 2017 calendars (Attachment 5). Commissioner Wiggins asked if the March Executive Committee meeting will be rescheduled. The Chairperson replied yes and said he would talk to her offline about rescheduling this meeting. He asked Ms. Neely to remind him to reschedule the March Executive Committee meeting.

Committee Reports

Executive Committee

Chairperson Lathrop directed the Commission to Attachment 4, the Executive Committee minutes and the future agenda items list. He said that next month the Commission may receive an update on the Charlotte Area Transit System or have a Pedestrian Overlay District (PED) discussion.

Zoning Committee

Ms. Tammie Keplinger reminded the Commission of the new Zoning Committee meeting schedule. The City Council meeting is March 20. There are 14 public hearings and 9 decisions on this agenda. The Zoning Committee meeting is Tuesday, April 4 at 5:30 pm.

Planning Committee

Vice-Chairperson Sullivan referred the Commission to the Planning Committee minutes. He said there were a few mandatory referrals on the February agenda. They also continued to have updates on Place Types and the Unified Development Ordinance (UDO). The Planning Committee elected Commissioner McMillan as their Vice-Chairperson at the February meeting.

Communications Committee

Commissioner Fryday stated that the Communications Committee meeting is March 21 at 4:00 pm. He will get the information to Ms. Neely so that she can add it to the calendar. Commissioner Fryday asked Chairperson Lathrop if he can attend this meeting. The Chairperson said probably not, but he can talk to Commissioner Fryday prior to the meeting. Commissioner Fryday said he would come to the March Executive Committee meeting to follow-up on the Communications Committee issues.

Historic District Commission (HDC)

Commissioner Ryan reported that being on the HDC is a very frustrating experience. She is not sure her input resonates with the other Committee members. She further explained that there have been conversations about whether a Planning Commissioner is needed on the HDC. She said that Vice-Chairperson Sullivan suggested that perhaps better communication is needed with the HDC, but he does not think it is necessary for the Planning Commission representative to attend the meetings. Commissioner Ryan asked for input from other Commissioners.

Vice-Chairperson Sullivan added that the HDC Attorney, Thomas Powers, contacted him and asked his opinion. He said that when rezonings or mandatory referrals are located in historic districts, the Planning Commission should provide feedback. In general, he thinks the one year term is too short because it does not allow enough time for Commissioners to become acclimated to the HDC process. He agreed that it is frustrating. He said discussions will continue and a decision will be made this spring.

Commissioner Ryan asked Commissioners to contact her or Vice-Chairperson Sullivan if they have additional comments. She hopes the new HDC Guidelines will be finalized soon.

Commissioner Wiggins said when the Wesley Heights neighborhood became a Historic District, she recommended that a commercial representative be on the HDC. She is not sure if that seat is still designated, but she thinks it is important to have this perspective on the HDC. She thinks this is probably the role of the Planning Commission representative.

Mayor Pro Tem Lyles entered the room and the Chairperson directed to the discussion to the Transportation and Planning Committee agenda item.

Transportation and Planning Committee Discussion

Chairperson Lathrop welcomed Mayor Pro Tem Lyles and thanked her for attending the meeting. He reminded the Commission that she provided valuable comments at their 2015 annual retreat and at one of their meetings last summer. She prompted the Commission to work on policy issues, which resulted in the Livable City Policy Statement and TOD Priorities. He said the Commission will provide

an update on these initiatives, as well as hear from Mayor Pro Tem Lyles about the TAP Committee's priorities. The Mayor Pro Tem said she appreciates the Commission's work and thanked them for inviting her to the meeting.

Mayor Pro Tem Lyles said that she wanted to talk about what is coming up as the Council approaches planning for the budget. She said Council will deliberate the budget in May and adopt it by the end of June. Some of the things that she has heard the Council talk about relates to the Unified Development Ordinance (UDO). The Transportation and Planning (TAP) Committee is considering things that will make our city more walkable and safer for bicyclists. Council recently adopted the 25 year Transportation Action Plan, Charlotte WALKS, and will adopt the Bike Plan within the next few weeks. Investments will continue for City thoroughfares. Currently there is a 15 year plan to complete the sidewalk plan. Her goal is to double sidewalk funding and complete the plan within 7 years so that citizens can see a difference. Bike lanes will also be installed.

The Mayor Pro Tem said Council is concerned about safety and considering corridor improvements because of pedestrian safety. Parkwood Avenue, South Boulevard, West Boulevard, and another corridor will have improvements because of pedestrian safety issues. She explained that the character along these corridors is changing and there are more pedestrians in these areas.

Mayor Pro Tem Lyles continued by saying the TAP Committee is talking about safety issues. For instance, instead of policing traffic, maybe design should be different so that there are not as many issues. Most importantly, the Council will be looking at the commitment that was made to the community after the protests. The goal is to build trust in government, particularly law enforcement, by investing and addressing community safety. Council will also look at how to provide good paying jobs by utilizing tax increment financing proposals for grants. The City will encourage employers to comprehensively consider local job hires, especially in areas where public dollars are being used, so that local people can participate in the economic opportunities in those areas.

The Mayor Pro Tem reported that the affordable housing study will be complete by this fall. It will be important for the UDO to address how to maintain character in neighborhoods. She said the UDO is the most important work that the Commission is doing.

Mayor Pro Tem Lyles shared that she had attended some neighborhood meetings where residents were concerned about being able to preserve and remain in their neighborhoods long term. She emphasized the importance of creating a sense of place for residents throughout the community.

In summary, she said the UDO and Place Types is key to reassuring citizens that they can be a part of this community. As Council is taking on transportation issues; plans for the transit center, transit lines, walking, biking, and creating complete streets are significant initiatives.

Chairperson Lathrop mentioned that the Commission has endorsed the Bike Plan. He said he came to Council and endorsed the Transportation Action Plan and Charlotte WALKS. The Chairperson plans to let the Council know publicly that the Commission supports the bike plan. He said the Commission's work impacts with the UDO, economic opportunity, affordable housing, and safety.

The Chairperson informed Mayor Pro Tem Lyles that the Commission adopted a Livable City Policy Statement last year and had planned to inform Council at their retreat, but did not because they were in Raleigh and it was not an appropriate agenda item. He gave Mayor Pro Tem Lyles a copy of the Policy and said that the Commission would like to discuss it at a future TAP Committee meeting, including how it fits in with the City's General Development Policy.

Chairperson Lathrop also said the Planning Committee spent a lot of time looking at the Transit Oriented Development Ordinance (TOD) and identifying issues that need to be addressed in the Ordinance. He said that Mr. McKinney will share this information momentarily. Mayor Pro Tem Lyles asked if this work was in response to what the Council asked the Commission to do and bring back to Council. The Chairperson replied yes.

Mr. McKinney presented the Livable City Policy Statement. He stated that following the adoption of the Livable City Policy Statement, the Planning Committee used the principles of this Policy as a lens to look at the TOD zoning district. He shared the purpose of the TOD Ordinance, which has been in place for ten years. The Commission looked at whether the purpose is being achieved. Some of the areas reviewed included street level activation, walkability, parking, the rail trail in SouthEnd, architectural design, density and the standards of parking. [Click here to view the entire presentation.](#)

Commissioner Wiggins expressed concern about the decrease in industrial and employment centers. She noted that many of these areas have been replaced with residential development. She thinks this has somewhat of a negative impact on our economy because these uses are relocating to neighboring counties. She said there is a need for an industrial tax base in our community.

Commissioner Ryan said the Commission is doing a lot of good work and asked how they can improve communication with Council to make them more aware of the Commission's work. For instance, the Livable City Policy was created a year ago and the Planning Committee talked at length about TOD and created the list of priorities, but it has not been shared with Council.

The Mayor Pro Tem complimented the Commission because she thinks that communication with the Commission and Council has improved. She has heard more from the Planning Commission this year than in the past. The formal process is to have representatives on TAP and the Charlotte Regional Transportation Planning Organization (CRTPO) and she thinks this is working. Commissioner Fryday attends TAP Committee meetings and Commissioner McMillan attends CRTPO meetings. She appreciates the Commission taking time to attend these meetings. She reminded the Commission that she and Council member Kinsey challenged them and she is pleased to hear about the work they have done with TOD. She suggested that they discuss how to get it in the TAP Committee process. She said that TAP had a Livable Cities presentation and she thinks they understand it.

Commissioner Ryan said the Commission wants to make sure that their work gets into the TAP process. Commissioner Fryday said he does not really speak at the TAP meetings unless he is asked a question. Mayor Pro Tem Lyles explained that if the Commission adopts the TOD information that Mr. McKinney just presented, she is open to it coming forward as representing the Commission at a

future TAP meeting. Commissioner Nelson said that the Commission adopted the TOD priorities last year and they have not gone to Council yet. Commissioner Ryan said this is why the Commission is concerned.

Mr. McKinney reminded the Commission that although they spent a lot of time discussing TOD, they also talked about the role of this work in relation to the UDO. It is important to make sure the timing is right and that there is a structured process to incorporate the TOD into the UDO process. The Mayor Pro Tem said the TOD Priorities should be integrated into the UDO process. She suggested that the TOD discussion be part of the Place Types and UDO update at a future TAP Committee meeting. Mr. McKinney said the next UDO update is scheduled for the April TAP meeting. Mayor Pro Tem Lyles suggested that the TOD be wrapped into the UDO process and discussed at this meeting.

The Chairperson clarified that the Commission would like the TAP Committee to have both the Livable City Policy Statement and TOD Priorities included in the TAP Committee process.

Commissioner Ryan said there has been concern that as the Blue Line Extension (BLE) continues to progress, there are opportunities to do some things differently than in SouthEnd. She said the Commission thinks it is important to address the TOD issues before the UDO is adopted or they will miss the opportunity in this growth area. The Mayor Pro Tem said she does not know what is possible since the BLE is moving fast, but she said TOD should be incorporated into the April UDO presentation and both the Commission and staff can present to TAP.

Commissioner Labovitz said she appreciates Mayor Pro Tem Lyles understanding the relationship of Council and the Planning Commission. She would like to continue to have representation at TAP Committee meetings and hopes the Council will continue to attend Planning Commission meetings. The Mayor Pro Tem said she would think about how this can be strengthened.

Commissioner Majeed expressed concern about some of the big boxes along the BLE corridor. He thinks the design and character of the buildings should be incorporated into the development process for the BLE area. The Mayor Pro Tem said that by the time a proposed development goes through the rezoning process, the developer has invested money and time into the design and it is often difficult to address it at this point. She thinks the UDO is important and will provide a comprehensive ordinance that will address design. She said although the work on the UDO is slow, it will make a big difference once completed.

Commissioner McClung stated that livable cities are a function of the economy. He said that last year some cities were rated lower because of violence and terrorism. Since Charlotte is dealing with an influx of people, he thinks it is important for the Mayor and Council to embrace the Livable City Policy Statement. He also thinks it is important to make it visible to others.

Commissioner Fryday asked Mayor Pro Tem Lyles to think about how the Commission can interact more with Council. He said the Commission has important ideas. For instance, when Pam Wideman presented to the Commission on affordable housing, Commissioners had very good ideas about affordable housing as part of the rezoning process. He is concerned that Council does not hear their ideas and he asked how the Commission can get these ideas and thoughts to Council and City

government. He shared that he reports back to the Commission from the TAP Committee meetings, but perhaps the Commission should coordinate with other committees. He asked the Mayor Pro Tem for guidance. She said that she would have to coordinate with the other Council members so there is consistency.

Commissioner Watkins was concerned with the availability of affordable housing for everybody. Work force housing and affordable housing can be defined and viewed differently. Mayor Pro Tem Lyles explained that a lot of the language came from the 1980 Housing and Urban Development (HUD) definitions. She said this language may not be appropriate today because affordable housing can be interpreted differently.

Mayor Pro Tem Lyles said the Commission received information from the Council's retreat in their agenda packet. She directed them to the *Ten Traits of Winning Cities of the Future* document, as presented by Frank Martin at the 2017 Council retreat. These traits or tag lines are being considered for how Charlotte can be a winning city of tomorrow.

Commissioner Wiggins said that she had worked with a similar firm who suggested tag lines for the transit lines to help give vibrancy and vitality to the neighborhoods they serve. The Mayor Pro Tem replied that the names for the transit lines will be sold as a means to generate revenue.

Commissioner Nelson said she appreciates Mayor Pro Tem Lyles for engaging in discussions with the Commission. However, she is concerned that the expertise on the Commission is underutilized. She asked how the Commission can make sure their thoughts and leadership can be influential. The Commission wants to be helpful and make sure the Council gets what they need from them. The work on the Livable City Policy and the TOD Priorities was the Commission's attempt to respond to the challenge from Council to do more, but there was a lot of feedback from staff saying it would be difficult to do a TOD text amendment and the UDO at the same time. She acknowledged that staff is doing their best effort to incorporate the Commission's comments. She said hearing how Council can help move this forward would be helpful. Mayor Pro Tem Lyles said that she and Mr. McKinney will discuss committees and communication.

The Chairperson and Commissioners thanked the Mayor Pro Tem for attending the meeting and participating in the discussion.

Mayor Pro Tem Lyles left the meeting.

Commissioner Nelson asked if there could be a future work session agenda item to follow-up on this topic. She thinks the Commission should offer ideas to Council as to how the Commission may be more effective instead of waiting to get suggestions from Council. Commissioner Fryday recommended that the Communications Committee assemble everyone's comments and bring a list back to the full Commission. The Chairperson agreed that the Commission could discuss this at a future meeting and the Communications Committee can assemble the comments. He asked if there was any other follow-up on this issue.

Commissioner Spencer said he agreed with Commissioner Ryan's concern about communicating the Commission's work to Council. He asked if the Commission makes a recommendation to Council, is there a process to place it on a Council agenda. The Chairperson replied yes. Commissioner Spencer asked if there is a mechanism to implement a text amendment while the UDO is underway. The Chairperson said that he was prepared to present TOD at the Council retreat, but was asked not to move it forward because the retreat was in Raleigh and it was not an appropriate agenda item. He agreed to wait and invite the TAP Committee to a future work session to discuss the TOD Priorities. Commissioner Spencer said he did not disagree with the Chairperson's decision. Chairperson Lathrop said the Commission can specifically request that the TAP Committee look at a particular item at their meeting.

Commissioner Labovitz said she appreciated that Chairperson Lathrop invited Mayor Pro Tem to the work session. She suggested that the Commission do something similar and invite different Council members to every other meeting so they all can hear from the Commission first hand. Chairperson Lathrop said that he invited the entire TAP Committee to this work session.

Commissioner Watkins said each Council member may focus on a certain area so it may be good to find out their interest to help frame the discussions. She also agreed that the Commission should put a process in place to let Council know when they have an item to place on their agenda.

Commissioner Nelson said she looked back at minutes from previous meetings and the Commission took action on the TOD Priorities. They agreed that the TOD Priorities would be communicated to Council via a letter. She understands that it can be challenging to get on Council's agenda. She said that is the importance of having a future work session agenda topic to discuss the process to communicate with Council. She suggested that the Commission ask for time on a TAP Committee agenda to present the TOD Priorities and Livable City Policy Statement to help bring closure to these two items. The Chairperson asked if she made a motion to specially ask for time on the next TAP Committee agenda to present the TOD Priorities and Livable City Policy Statement. Commissioner Nelson replied yes. Commissioner Wiggins seconded the motion.

Commissioner McClung asked if these items should be reviewed by the Joint Use Task Force (JUTF), as a precursor to the TAP Committee. The Chairperson suggested that another motion be made to include a presentation to the JUTF. Commissioner Nelson said that Council is the decision making body and the JUTF is a staff body. She thinks Council's feedback would be more productive. Commissioner McClung said if staff is informed, the Council can ask staff what they think about these items. Commissioner Nelson said Planning staff is already familiar with both items. Mr. McKinney agreed with Commissioner Nelson and clarified that the JUTF has a different purpose. He said the JUTF can be informed, but it is not appropriate for the JUTF to take action on these items.

Commissioner Ryan asked if the motion indicates whether the Planning Commission or staff will present to TAP. Commissioner Nelson said she thinks it should be presented by the Commission, with staff's support.

Commissioner Ryan asked who makes the request to put items on the TAP Committee agenda. Mr. McKinney said that the Chair of the Council Committee sets the agenda for their meetings. He

clarified that there is already a time slot on the TAP Committee's April agenda to talk about the UDO and Mayor Pro Tem Lyles said this can be an opportunity for both the staff and the Commission to present the TOD Priorities and Livable City Policy. Commissioner Nelson asked if they needed to make a motion and take action. Mr. McKinney said if they want to take action and communicate it to the Mayor Pro Tem they can, but everyone already agreed earlier to have these items on the TAP Committee's April agenda before she left the meeting.

Commissioner Watkins suggested that they send a letter to Mayor Pro Tem Lyles thanking her for the opportunity and asking how much time they have on the TAP agenda, as a means of confirming the agenda item.

Commissioner Spencer asked if the motion to put it on the TAP agenda includes the expectation that the Commission is also asking the TAP Committee to support it as a policy statement and take it to the full Council. Commissioner Nelson said it may be appropriate to ask this of the Livable City Policy but the TOD Priorities are a list of issues that need to be addressed. She deferred to the Commission. Commissioner Spencer clarified that he was only referring to the Livable City Policy Statement. Commissioner Nelson said she would accept an amendment to the motion, if it is the will of the Commission.

Commissioner Ryan said she understands that the UDO is already on the agenda. However, she is concerned that the TOD and Livable City Policy discussion may get buried in the larger UDO discussion. She thinks there needs to be a separate discussion from the Commission about the work the Commission has done.

The Chairperson restated the motion. He said it is appropriate to vote on the motion to specially ask in writing for specific Planning Commission time at the April TAP Committee meeting to tell the Committee about the Livable City Policy and the TOD Priorities work that the Commission has done and specifically ask that they consider putting it before the City Council. He asked Commissioner Nelson if the motion was correct. She replied yes. Commissioner Wiggins seconded the motion. The Commission voted unanimously to approve the motion.

Commissioner Watkins asked who would present to the TAP Committee. The Chairperson said that either he or Commissioner Fryday.

Commissioner Ryan asked if Chairperson Lathrop will make the request. The Chairperson said he would do so in writing.

Vice-Chairperson Sullivan asked for the date of the April TAP Committee meeting. Ms. Neely replied April 10. The Vice-Chairperson asked if the Commission could receive the information that will be sent to the TAP Committee at their April work session. Chairperson Lathrop said he would send the request to TAP before the next work session. He agreed to bring it to the April work session.

The Chairperson asked if there were any other questions.

Commissioner Wiggins said that since there is so much talent on the Commission, it may be reasonable for each Commissioner to write a synopsis about who they are and why they are interested in planning to share with Council. Commissioner Ham said the document including each Commissioner's biography is practically complete. He is missing information from one member. Commissioner Wiggins suggested that a personal statement from each Commissioner be added to the document.

Committee Reports Continued

Charlotte Regional Transportation Planning Organization (CRTPO)

Commissioner McMillan reported that Mr. Bob Cook is available to provide a CRTPO update to the Commission at a future meeting. The Chairperson said this would be valuable and asked that it be added to the future agenda items list.

Adjournment

The meeting adjourned at 1:56 pm.

Charlotte-Mecklenburg Planning Department

Community Outreach Presentations

Date	Presentation	Staff
03/02/17	Montford Park Workshop - Montford Parking & Circulation Study	Main
03/04/17	Park Ridge HOA - Charlotte Planning & the Future	Main
03/16/17	Civic Leadership Academy - Government 101	McCullough
03/20/17	Transportation Planning in the Charlotte Region - UNCC Transportation Planning Class	Cook
03/21/17	NoDa Community Association Land Use Committee - Place Types/UDO	Adams/Meacci
03/23/17	Hucks Road Area Public Meeting - Planned Transportation Infrastructure	Main
03/28/17	Prosperity Village Area Association - CNIP & Land Use	Main
03/28/17	Elizabeth Community Association - Place Types/UDO & Planned Crosswalks	Cornett/Goodwin
03/30/17	SouthPark - Place Types/UDO	Cornett/Main
03/30/17	Bellmeade Green HOA - Development & Growth Trends	Gonzalez

Charlotte-Mecklenburg Planning Commission

Attachment 3

Meeting Schedule

April 2017

Date	Time	Purpose	Location
Full Planning Commission			
04-03-17	Noon	Work Session	Conference Room 267 2 nd Floor – CMGC
Executive Committee			
04-17-17	4:00 pm	Work Session	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
04-18-17	5:00 pm	Work Session	Conference Room 280 2 nd Floor – CMGC
Zoning Committee			
04-04-17	5:30 pm	Work Session ¹	Conference Room 280 2 nd Floor – CMGC
04-17-17	5:00 pm	City Council Dinner Meeting	Conference Room CH-14 Basement – CMGC
04-17-17	5:30 pm	City Rezoning	Meeting Chamber Lobby Level – CMGC
Other Committee(s)			
04-10-17	2:00 pm	City Council Transportation & Planning Committee (TAP)	Conference Room 280 2 nd Floor – CMGC
04-12-17	12:00 pm	Historic District Commission Workshop	Conference Room 280 2 nd Floor – CMGC
04-12-17	1:00 pm	Historic District Commission	Conference Room 280 2 nd Floor – CMGC
04-19-17	6:00 pm	CRTPO Meeting	Conference Room 267 2 nd Floor – CMGC
Charlotte-Mecklenburg Planning Department Meetings			
04-05-17	6:00 pm – 8:00 pm	Historic District Commission Policy & Design Guidelines Public Hearing	Conference Room 267 2 nd Floor – CMGC

¹ Due to the new Zoning Committee meeting schedule, the Zoning Committee will meet on April 4, 2017 at 5:30 pm.

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

May 2017

Date	Time	Purpose	Location
Full Planning Commission			
05-01-17	Noon	Work Session	Conference Room 267 2 nd Floor – CMGC
Executive Committee			
05-15-17	4:00 p.m.	Work Session	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
05-16-17	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor – CMGC
Zoning Committee			
05-02-17	5:30 pm	Work Session ¹	Conference Room 280 2 nd Floor – CMGC
05-15-17	5:00 p.m.	City Council Dinner Meeting	Conference Room CH-14 Basement – CMGC
05-15-17	5:30 p.m.	City Rezoning	Meeting Chamber Lobby Level – CMGC
05-30-17	5:30 pm	Work Session ¹	Conference Room 280 2 nd Floor – CMGC
Other Committee(s)			
05-08-17	2:00 p.m.	City Council Transportation & Planning Committee (TAP)	Conference Room 280 2 nd Floor - CMGC
05-10-17	12:00 p.m.	Historic District Commission Workshop	Conference Room 267 2 nd Floor – CMGC
05-10-17	1:00 p.m.	Historic District Commission	Conference Room 267 2 nd Floor – CMGC
05-17-17	6:00 p.m.	CRTPO Meeting	Conference Room 267 2 nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

There are no Planning Department meetings scheduled at this time.

¹ Due to the new Zoning Committee meeting schedule, the Zoning Committee will meet twice in May.

Charlotte-Mecklenburg Planning Commission

Executive Committee
February 20 – 4:00 pm
CMGC- Room 266
Minutes

Attachment 4

Approved March 16, 2017

Attendance

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

Planning Staff Present: Ed McKinney (Interim Planning Director), and Gareth Johnson

Welcome & Introductions

The Chairperson called the meeting to order at 4:12 pm.

Approval of Minutes

Commissioner Watkins made a motion to approve the January 17, 2017 minutes. The motion was seconded by Vice-Chairperson Sullivan. The minutes were approved unanimously.

The Chairperson asked about the status of the Planning Committee's Vice-Chairperson election. Vice-Chairperson Sullivan indicated that the Planning Committee will elect a Vice-Chairperson at their next meeting.

January 17, 2017 Executive Committee Meeting Follow-up

Uptown Connects Study Endorsement

Chairperson Lathrop said the Transportation and Planning (TAP) Committee meeting was last Monday and he was not sure if Commissioner Fryday informed TAP of the Commission's endorsement of the Uptown Connects Study. Gareth Johnson said that Commissioner Fryday did not attend the last TAP Committee meeting. Chairperson Lathrop will contact Commissioner Fryday to get a status update.

The Chairperson asked if the Uptown Connects Study will come before Council in March. Mr. McKinney said he was not certain of the timing and will follow-up with Charlotte Department of Transportation (CDOT) staff to determine when the Commission should share their endorsement with Council.

Livable City Policy Statement

Chairperson Lathrop said that last year, the Executive Committee agreed to send the Livable City Policy Statement to Council prior to their retreat. However, he was later informed that the retreat was being held in Raleigh and that Policy Statement was not an appropriate retreat agenda item. Because of this, he decided not to forward the Policy Statement to Council. Commissioner Watkins added that the Council was focusing on other community issues related to the recent shooting.

The Chairperson said now is the time to send the information to Council. He said the Commission needs to determine the best time and way to get this information to them. He asked Mr. McKinney for his thoughts. Mr. McKinney replied that the Commission can invite Council to a future work session and use the Livable City Policy as context for the discussion. He asked the Chairperson if he had discussed this with Mayor Pro Tem Lyles. Chairperson Lathrop said he will invite Ms. Lyles to the

March work session this evening. Once he gets confirmation on her attendance, he will share the Livable City Policy with her.

February 6, 2017 Work Session Follow-up

Charlotte Bikes Plan Endorsement

The Chairperson asked if this item is on the March Council meeting agenda. Mr. McKinney said he would confirm the timing. The Chairperson said that Mr. McKinney had drafted an endorsement from the Commission and that he would review it.

UDO Advisory Committee

Chairperson Lathrop said there have been three UDO Advisory Committee meetings. He asked Mr. McKinney about the status of the consultant's (Camarios) work. Mr. McKinney said Camarios is working on the legal framework (what can and cannot be done in North Carolina). They are also combining all of the ordinances into one file.

The Chairperson asked if Mr. McKinney will provide the updated UDO Advisory Committee roster at the March work session. Mr. McKinney replied that the roster and the meeting notes will be included in the agenda packet. Vice-Chairperson Sullivan asked if a running timeline of the process could also be included.

Transit Oriented Development Document

The Chairperson asked Mr. McKinney if staff reviewed the minutes to determine the specifics of the action the Commission took on the Transit Oriented Development (TOD) document. Mr. McKinney said the minutes reflect that the invitation to Council to attend the July 2016 work session was to include both the Livable City Policy and the TOD document. He said he cannot confirm that these documents were included in the invitation. Chairperson Lathrop suggested that these documents be sent with the invitation to the March 2017 work session. The Committee agreed and decided that the March work session discussion focus on the Livable City Policy and TOD.

The Vice-Chairperson asked Mr. McKinney if notes or objectives from the Council's retreat are available. Mr. McKinney said he does not have the notes. He further explained that the retreat did not focus on their priorities. Council had established their priorities and Focus Area Plans last fall, prior to the retreat. The retreat focused on broader issues and relationships with Raleigh. Mr. McKinney said he would check with the City Manager's office to see if there is a summary from the retreat.

Commissioner Watkins asked what did Council gain from the retreat and if there were any priorities. Mr. McKinney said he was not sure about the retreat outcomes. He will follow-up with the City Manager's office. He reiterated that the retreat focus was on big picture items and building a relationship with Raleigh. He said that the conversation with Ms. Lyles will provide details about the retreat. The Committee continued to discuss the Council retreat agenda.

Communication Committee

The Chairperson reported that he had talked to Commissioner Fryday about the Communication Committee's concerns. He said in the past, communications with Council included an annual report of what the Commission had worked on throughout the year. Mr. McKinney advised that the language in the Communication Charter predates a different time from how the Commission now operates. Since the Commission now invites Council to their work sessions, he suggested that they think out of the box about the best way to communicate with Council. Vice-Chairperson Sullivan suggested that they share overall bigger picture information about their workload. The Committee agreed and will take this direction with the Communication Committee.

Future Work Session Agenda Items

The Committee reviewed the future work session agenda items. The Chairperson said Mr. McKinney will give an update on the UDO at the March work session. He said the Commission can discuss the Pedestrian Overlay District (PED) Ordinance at the April work session. Commissioner Watkins asked if the PED study will be complete. The Chairperson explained that this is not a study of PED. The Planning Committee has discussed reviewing PED, similar to how they reviewed TOD.

Vice-Chairperson Sullivan said that the Planning Committee has been discussing place types and how this could fit into these discussions. Mr. McKinney said that the Commission talked about whether this should be discussed by the Planning Committee or if it should be addressed by the full Commission. The Chairperson suggested that it go to the Planning Committee for review and discussion and they bring back recommendations to the full Commission. The Chairperson asked if the Planning Committee could work on it in March and bring it to the April work session. The Vice-Chairperson said that April would be better.

The Chairperson asked if a Charlotte Area Transit System (CATS) update could be on the April work session agenda. The Vice-Chairperson said that would be good because many of the questions from the January work session presentation on the Transportation Action Plan were related to transit. The Chairperson asked if any follow-up was needed from the January work session discussion. The Vice-Chairperson said that it would be good to have CATS staff present and address some of the questions. The Chairperson asked if there were any additional future agenda items. He said there may be additional agenda items after the meeting with Council member Lyles.

Approval of the March 6, 2017 Work Session Agenda

The Committee reviewed the draft March 6 work session agenda. Chairperson Lathrop said that if Ms. Lyles is not available to attend the March work session, there will not be a major policy item on the agenda. Mr. McKinney said he could contact John Lewis with CATS to see if he is available as a backup. Ms. Johnson said this would be timely since CATS is submitting a request for proposals to look at the North and West corridors. They also have the Envision My Ride initiative underway. The Chairperson said that if Mr. Lewis is not available, they could also have a more detailed UDO presentation and discussion. Vice-Chairperson Sullivan made a motion to approve the agenda contingent upon Ms. Lyles or Mr. Lewis' availability. Commissioner Watkins seconded and the Committee approved the agenda unanimously.

Approval of the March and April 2017 Meeting Schedules

The Committee reviewed the March and April calendars. The Vice-Chairperson asked if there were any changes to the calendar because of the Easter holiday. Ms. Johnson said that Easter is late this year. The Chairperson said it does not overlap with any meetings.

Chairperson Lathrop reminded the Committee that the February Zoning Commission work session is March 1 and the March Zoning Committee work session is April 4.

Adjournment

The meeting adjourned at 4:42 pm.

City of Charlotte

*Charlotte-Mecklenburg Government Center
600 East 4th Street
Charlotte, NC 28202*



Zoning Agenda Results

Wednesday, March 1, 2017

Charlotte-Mecklenburg Government Center, RM 280

Zoning Committee Work Session

*Tony Lathrop, Chairperson
Cozzie Watkins, Vice-Chairperson
John Fryday
Nasif Majeed
Bolyn McClung
Sam Spencer
Nancy Wiggins*

Call to Order: 4:35pm

Adjourned: 5:56pm

***Tony Lathrop✓
Bolyn McClung✓***

***Cozzie Watkins✓
Sam Spencer✓***

***John Fryday✓
Nancy Wiggins✓***

Nasif Majeed✓

Deferrals

1. Rezoning Petition: 2016-134 by CapRock, LLC ***Deferred to (April 4, 2017)***

Agent: Brian Smith

Staff Resource: Claire Lyte-Graham

Location: Approximately 5.81 acres located on the north side of Joy Street between Ashley Road and Wilson Avenue. (Council District 3 - Mayfield)

Current Zoning: B-1 (neighborhood business) and R-12MF (multi-family, residential)

Proposed Zoning: UR-2(CD) (urban residential, conditional), five-year vested rights

Motion: Wiggins

2nd: Fryday

Vote: 6-0

Absent: Lathrop

2. Rezoning Petition: 2017-017 by NODA Terrace, LLC ***Deferred to (April 4, 2017)***

Agent: Stanley Hines

Staff Resource: Sonja Sanders

Location: Approximately 0.23 acres located on the southeast corner of the intersection of North Davidson Street and East 37th Street. (Council District 1 - Kinsey)

Current Zoning: UR-3(CD) (urban residential, conditional)

Proposed Zoning: UR-3(CD) SPA (urban residential, conditional, site plan amendment)

Motion: Wiggins

2nd: Fryday

Vote: 6-0

Absent: Lathrop

Zoning Items

3. Rezoning Petition: 2014-053 by Charlotte-Mecklenburg Planning Department **Recommended for Approval as amended.**

Agent: N/A

Staff Resource: Katrina Young

Summary of Petition: The petition proposes to:

- 1) Modify the name of mobile food vending service;
- 2) Allow the use in additional zoning districts, with prescribed conditions, as either a principal or accessory use; and
- 3) Modify the prescribed conditions for mobile food vending.

Consistency to Approve:

Maker: Spencer

2nd: Wiggins

Vote: 7-0

Recommendation to Approve:

Maker: Spencer

2nd: Wiggins

Vote: 7-0

4. Rezoning Petition: 2016-124 by Chris Ogunrinde **Recommended for Approval**

Agent: Gary Wirth

Staff Resource: John Kinley

Location: Approximately 1.50 acres located on the northwest corner at the intersection of Freedom Drive and Wesley Village Road. (Council District 3 - Mayfield)

Current Zoning: MUDD-O (mixed use development, optional)

Proposed Zoning: MUDD-O SPA (mixed use development, optional, site plan amendment)

Consistency to Approve:

Maker: Wiggins

2nd: Spencer

Vote: 5-2

Dissenting: Fryday and McClung

Recommendation to Approve:

Maker: Majeed

2nd: Wiggins

Vote: 6-0

Absent: McClung

5. Rezoning Petition: 2016-146 by Barringer Capital, LLC **Recommended for Approval**

Agent: John Carmichael (Robinson Bradshaw)

Staff Resource: Solomon Fortune

Location: Approximately 0.74 acres located on the north side of West Tremont Avenue between South Tryon Street and Hawkins Street. (Council District 3 - Mayfield)

Current Zoning: I-2 (general industrial)

Proposed Zoning: TOD-RO (transit oriented development-residential, optional)

Consistency to Approve:

Maker: Spencer

2nd: Majeed

Vote: 6-1

Dissenting: Wiggins

Recommendation to Approve:

Maker: Spencer

2nd: Watkins

Vote: 6-1

Dissenting: Wiggins

6. Rezoning Petition: 2017-018 by Robert Puckett and Steven Mozeley
Recommended for Approval

Agent: The Isaacs Group P.C.
Staff Resource: Solomon Fortune

Location: Approximately 5.96 acres located on the northwest quadrant of the intersection of Old Plank Road and Brookshire Boulevard. (Council District 2 - Austin)

Current Zoning: R-3 (LWPA) (single family, Lake Wylie Protected Area) and O-1 (CD) (LWPA) (office, conditional, Lake Wylie Protected Area)

Proposed Zoning: BD (CD) (LWPA) (distributive business, conditional, Lake Wylie Protected Area) with five-year vested rights

Consistency to Approve:

Maker: Majeed

2nd: Watkins

Vote: 7-0

Recommendation to Approve:

Maker: Wiggins

2nd: Friday

Vote: 7-0

7. Rezoning Petition: 2017-022 by Shayna Jerrell
Recommended for Approval

Agent: Keith Merritt
Staff Resource: Sandy Montgomery

Summary of Petition: The petition proposes to modify the definition for outdoor recreational uses regarding street frontage requirements for temporary structures.

Consistency to Approve:

Maker: Fryday

2nd: Spencer

Vote: 7-0

Recommendation to Approve:

Maker: Spencer

2nd: Friday

Vote: 7-0

8. Rezoning Petition: 2017-024 by Mosaic Development Group
Recommended for Approval

Agent: Kevin Ammons - ColeJenest & Stone
Staff Resource: Sonja Sanders

Location: Approximately 3.68 acres located on the west side of Bingham Drive between North Tryon Street and Curtiswood Drive. (Council District 1 - Kinsey)

Current Zoning: UR-2(CD) (urban residential, conditional)

Proposed Zoning: UR-2(CD) SPA (urban residential, conditional, site plan amendment) with five year-vested rights.

Consistency to Approve:

Maker: Majeed

2nd: Fryday

Vote: 7-0

Recommendation to Approve:

Maker: Spencer

2nd: McClung

Vote: 7-0

9. Rezoning Petition: 2016-097 by Simonini Saratoga Foxcroft, LLC Recommended for Approval as amended

Agents: Jeff Brown, Keith MacVean, & Bridget Grant
Staff Resource: John Kinley

Location: Approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathmoor Lane. (Council District 6 - Smith)

Current Zoning: R-3 (single family residential)

Proposed Zoning: UR-2(CD) (urban residential, conditional)

Consistency to Approve:

Maker: Wiggins

2nd: Fryday

Vote: 6-0

Recused: Lathrop

Recommendation to Approve:

Maker: Wiggins

2nd: Majeed

Vote: 6-0

Recused: Lathrop

10. Rezoning Petition: 2017-027 by Charlotte-Mecklenburg Housing Partnership Recommended for Approval

Agents: Keith MacVean & Jeff Brown
Staff Resource: Sonja Sanders

Location: Approximately 3.804 acres located on the west side of Statesville Avenue between Newland Road and Moss Lane. (Council District 2 - Austin)

Current Zoning: R-22MF (multi-family residential) and UR-2(CD) (urban residential, conditional)

Proposed Zoning: UR-2(CD) (urban residential, conditional) and NS (neighborhood services)

Consistency to Approve:

Maker: Fryday

2nd: Majeed

Vote: 6-0

Recused: Lathrop

Recommendation to Approve:

Maker: Majeed

2nd: Fryday

Vote: 6-0

Recused: Lathrop

11. Rezoning Petition: 2017-028 by TAG Ventures, LLC Recommended for Approval

Agents: Keith MacVean & Jeff Brown
Staff Resource: Solomon Fortune

Location: Approximately 0.77 acres on the southeast corner at the intersection of Ridge Road and Brice Knoll Lane. (Council District 4 - Phipps)

Current Zoning: CC (commercial center)

Proposed Zoning: NS (neighborhood services)

Consistency to Approve:

Maker: Fryday

2nd: McClung

Vote: 6-0

Recused: Lathrop

Recommendation to Approve:

Maker: Majeed

2nd: Wiggins

Vote: 6-0

Recused: Lathrop

Attendance

Commissioners Present: Planning Commission Chairperson Tony Lathrop, Planning Committee Chairperson Mike Sullivan, Planning Committee Vice-Chair Elizabeth McMillan and Commissioners Ray Eschert, John Ham, Dionne Nelson and Deborah Ryan

Commissioners Absent: Commissioner Karen Labovitz

Planning Staff Present: Scott Adams, Bryman Suttle, Kathy Cornett, Garet Johnson, Linda Keich, Melony McCullough, Catherine Mahoney, Ed McKinney, Amanda Vari, Jonathan Wells and Julia Zweifel

Other Staff Present: 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.

Election of Planning Committee Vice-Chairperson

Chairperson Sullivan reminded the Committee that they need to elect a vice-chairperson and opened the floor for nominations for the position.

A motion was made by Commissioner Nelson and seconded by Commissioner Eschert to elect Commissioner Elizabeth McMillan as vice-chairperson of the Planning Committee. The vote was unanimous to elect Commissioner McMillan as vice-chairperson of the Planning Committee.

Approve January 17, 2017 Minutes

A motion was made by Commissioner Nelson and seconded by Vice-Chairperson McMillan to approve the January 17, 2017 minutes. The vote was unanimous to approve the minutes.

Mandatory Referrals

M.R. #17-03: Charlotte –Mecklenburg Schools (CMS) of Property in Davidson known as Ada

Jenkins School CMS proposed to sell 4.3 acres located at 212 Gamble Street in Davidson (Tax Parcel 003-233-25), known as the “Ada Jenkins Center” to Ada Jenkins Families and Careers Development Center, Inc., a social services organization, that has occupied the property for a number of years.

M.R. #17-04: Proposed Donation of Property off WT Harris Boulevard to Mecklenburg County

Mecklenburg County proposes to accept the donation of 6.6 acres of vacant land located at 1900 East W.T. Harris Boulevard (Tax Parcel 105-371-04). The property is mostly within the floodplain and is along the future corridor for Back Creek Greenway.

M.R. #17-05: Proposed Acceptance of Land Donation to Robert L. Smith Park

Mecklenburg County proposes to accept the donation of 0.5 acres of largely wooded land located off Starnes Road in the rear of Robert L. Smith Park for inclusion in the park.

Chairperson Sullivan asked if the Committee would like to discuss any of the mandatory referrals. None of the mandatory referrals were pulled for discussion.

A motion was made by Commissioner Nelson and seconded by Commissioner Eschert to state that the Planning Committee has reviewed M.R. # 17-03, M.R. # 17-04 and M.R. #17-05 and has no additional comments for the submitting agency. The vote was unanimous to state that the Planning Committee has reviewed the mandatory referrals and has no additional comments for the submitting agency.

Charlotte Mecklenburg Youth Council

Garet Johnson explained that Planning Commission Chairperson Lathrop and some Planning staff members will leave this meeting early to attend the Charlotte Mecklenburg Youth Council meeting. There are approximately 50 students on the Youth Council who represent the future of our community. Planning Commission Chairperson Lathrop will speak to them about the role of a Planning Commissioner and Planning staff will share information about planning careers and place types. Ms. Johnson added that this is a great opportunity for staff to share information about place types and receive student input. Staff will share the outcome with the Committee at next month's meeting.

Update on the Unified Development Ordinance and Place Types

Ms. Johnson gave the place types presentation. She reminded the Committee of their previous discussions about the place types' palette. At the previous meeting, staff shared some different categories that aligned better with our overall growth framework. Staff looked at neighborhoods, activity centers, corridors and shared some mapping exercises with the Committee. What staff heard from that discussion:

- Palette needs to better communicate vision and intent.
- Vocabulary is not capturing the concept of form and character.
- Difficult to determine where one place type transitions to another.

Some of the questions were:

- How big does a place type need to be?
- What if there is single family and multi-family, is that one place type or two place types?
- If you have a corridor, how does a place type work that is one parcel deep?

Ms. Johnson stated that is a summary of what staff heard and asked if she missed anything. She explained that staff organized the presentation (click [here](#) to view presentation) to address those concerns. Ms. Johnson reviewed the place types/unified development ordinance purpose, need and what they are intended to accomplish. The place types part is the vision, policy and plans. The unified development ordinance is the implementation of those plans - basically the ordinance and regulations. She shared some of the concerns that staff heard from City Council, the Planning Commission and the community. The concerns generally centered around the age of plans and the need for a way to update plans.

Ms. Johnson explained that the zoning ordinance was last updated in the 1990s and there has been a piece mill approach to updating it. It will be helpful to combine all of the development regulations such as subdivision ordinance, tree ordinance and others. She stated that there has not been a lot of discussion about why we need the place types piece. This piece is needed for some of the same reasons that the new UDO is needed. The last update to the future land use policy was in the 1990s. It has been updated incrementally with area plans and through the rezoning process. Our policy framework and some of the area plans do not relate well to each other.

Staff did an assessment of the policy framework about three years ago. The process was called the Land Use Policy Assessment (LUPA). During this process, we heard a lot from the community about the age of our plans. A good portion of our community has not had an updated policy guide for a decade or several decades. We have been trying to catch up for several years but that has not happened. We need a way to update our overall future land use plans. The *Centers, Corridors and Wedges Growth Framework (CCW)* was updated seven years ago to provide the framework for growth and development. However, it does not provide the level of specificity needed. Once an area plan is completed, often a number of rezonings occur. Often, we lack the zoning categories to implement plan recommendations.

The community has suggested that there needs to be a stronger link between zoning districts, zoning regulations and area plans. We also heard from the Committee in addition to land use, area plans should address development and design.

Planning Commission Chairperson Lathrop asked why place types is better than developing a comprehensive plan. Ms. Johnson answered that it allows us to update our land use plans as well as provide design guidance in one document with our ordinances that is more user friendly and more useful. We want place types to be our tool to provide updated guidance for land use and development across our entire community, not just by area plan. We want a more sustainable process moving forward to keep plans updated

Commissioner Nelson asked if the result will be a map that puts a place type on every parcel. Ms. Johnson answered yes; we look at this as a map and manual. The map and unified development ordinance will replace our adopted future land use map.

Commissioner Nelson asked who will determine what the place type will be. Is it the intent for staff and the consultant to figure out what the place type ought to be? Ms. Johnson responded that the land use that you see today will be updated and replaced with the place types map. It will take a while to map. Staff will work with the community to figure it out.

Commissioner Nelson asked if the new map will reflect the aspirational intent of what the place type should be for what we know an area is becoming. Ms. Johnson said that is the difficult piece. It is going to take a while to do the mapping and get the palette right. For some areas, we will have to do a more detailed analysis. Commissioner Nelson asked if there will be a map that shows aspirational place types at the end of the UDO process. Ms. Johnson replied yes. It will not happen in a couple of months behind closed doors. It is going to happen with the community's input. Commissioner Nelson said that she is all for community engagement.

Commissioner Nelson asked if we have built in the time to develop a plan for the entire city at one time. Ed McKinney (Planning) said that it will take time and we will have to determine the best way to do it. All of that for us is a work in progress.

Chairperson Sullivan asked if this will be rolled out at one time and how will it address ongoing changes that are taking place in the community. Ms. Johnson said the process will have to be flexible. Also, as zoning districts are finalized, we may need to adjust place types. This effort will include a process to amend place types.

Ms. Johnson reiterated that various elements make up a place type. The place types are organized into five categories. Staff has focused on the neighborhood category. The other categories will change and mixed use will probably go away. Neighborhoods can have a range of intensities. There is a range of scales in neighborhoods: Neighborhood 1 - least intense, Neighborhood 2, Neighborhood 3 and Neighborhood Node - most intense (*see slide 12 of the attached PowerPoint Presentation*). Ms. Johnson walked through the description of each neighborhood place type and Ms. Cornett shared a graphic of how they might look.

Neighborhood 1 replaces nine land use categories, Neighborhood 2 replaces five land use categories, and Neighborhood 3 is more intense. The Neighborhood Node replaces 21 land use categories and covers multiple land use types. Commissioner Nelson asked will the land use categories ultimately go away. Ms. Johnson replied yes.

Mr. McKinney explained that this provides a clearer way to direct policy and will be as important as a rezoning. Commissioner Nelson asked if a property owner whose new land use or zoning is neighborhood node would be able to do anything by right allowed in the neighborhood node place type. Ms. Johnson replied no. The property owner would still have to adhere to the zoning. The neighborhood node will have a couple of zoning districts.

Vice-chairperson McMillan asked what happens to all of the zoning classifications. Ms. Johnson replied that use may not be as important to distinguish in some instances.

Commissioner Nelson asked how place types relate to the future zoning categories. Mr. McKinney answered that we will look at the zoning ordinance to determine the tool needed to make that kind of place happen. The way we currently address this is through conditional zoning. This would minimize the need for negotiations on every case.

Commissioner Ryan stated that she is thrilled to see the progress that has been made on this information. She said once the place type descriptions are completed, it might be helpful to have the consultant for the ordinance rewrite turn them into ordinance language. She asked if that can occur simultaneously so that the consultant could show them side by side. She thinks failure to link the rewrite and place types early may cause problems later. Ms. Johnson said that staff has been communicating with the consultants and keeping them up to date on the place types process and what we are hearing from the community.

Ms. Cornett explained that some neighborhoods may have all the elements while others may only have a couple. She reviewed some examples to help explain the concept. Commissioner Nelson asked if the boundaries are based on the current land use. Ms. Cornett explained that in some instances the lines may reflect what is there today and what is likely to be there in the future. Other areas may be more aspirational and that is where the community conversation will take place.

Chairperson Sullivan asked if we are looking at what is there or what we want to be there. Ms. Cornett replied what the area wants to be with some flexibility. All of the elements are not predictable. Some areas will need to be revisited in the future.

Commissioner Ryan stated that the neighborhood nodes show poor pedestrian quality in some areas and asked if guidance will be provided for redevelopment. Ms. Cornett explained that some of the specifics may be addressed by zoning.

Commissioner Ryan revisited the aspirational question. She expressed concern that in order to create the intensity discussed, some buildings will need to be 6 stories. Some people may not like that. She is concerned that if the community is allowed to describe these areas, they may not change. Instead of asking the community if 3 or 4 stories are appropriate, we should explain why we think it should be 6 stories. She asked if the *Livable City Policy* was taken into consideration. She also asked if consideration has been given to the city's priority of community safety and what does that mean in terms of a place type. Commissioner Ryan stated that if the Commission wants to sell this to City Council and they care a lot about economic development, how we show the relationship. She thinks it is important to share our knowledge and principles for decisions.

Ms. Johnson said there are adopted policies that state the same thing but may be worded differently. The policies are there. We start with the vision and include everything else. However, we forget to remind people.

Ms. Cornett reviewed the last example, Brightwalk - neighborhood node. Commissioner Ham asked if Brightwalk has an affordable housing element. Ms. Cornett answered yes; there is an affordable housing component that was developed by Charlotte-Mecklenburg Housing Partnership. Commissioner Nelson added that it is mixed tier housing that includes middle income, workforce and market rate housing. Values are increasing in the area.

Commissioner Nelson stated that it seems bizarre that the map goes from multi-family to Neighborhood Node to Neighborhood 1 within the same block and a half. Ms. Cornett explained that is why we are testing the palette to see how it works in areas like this. This is an emerging area that is changing. This is an area where we would have more conversation and look to provide that aspiration. *See map in PowerPoint presentation - Proposed Place Types.*

Chairperson Sullivan said we may need to consider a softer approach because people may think that they are being pushed out of their homes. Maybe we should show change over time.

Commissioner Nelson said that she heard staff say that they are sharing the preliminary map with the Committee. The future map would be more intentional about locating similar uses across the street from one another based on what is appropriate for that neighborhood. Ms. Cornett said this is just to test the palette. This will help determine if this is the right palette. Ms. Johnson added this helps start the conversation

Commissioner Nelson said that she thinks that it will be an unproductive conversation if you go in the community with place types and not include zoning. Also, having one conversation without the other will make the process a lot longer. She also agreed with Commissioner Ryan's point that it is important to place a lot of emphasis on community engagement. Ms. Johnson said that typically staff will map out a community engagement process and share it with Council and the Commission.

Commissioner Ryan questioned ways to help the community understand why neighborhood nodes are important. Chairperson Sullivan said there may be some resistance from people that are used to the current system. He is concerned that this could become a political issue.

Ms. Johnson asked if the neighborhood palette is more understandable and if staff is on the right track. Commissioner Ryan said staff has been very responsive to suggestions and she thinks we are moving in the right direction. However, she reiterated that she would really like to see the zoning piece before moving forward. Ms. Johnson said that it may take a while to get the consultant to this point. She asked if an example from another city that has been through this process would be helpful. Commissioner Nelson answered yes and added that staff should work with the consultant to at least look at residential. Then the Committee could discuss what works or does not work in the context of Charlotte.

Commissioner Nelson asked if staff can talk about community engagement and the timeline. Commissioner Ryan asked what is going on with the Ordinance Advisory Committee. Ms. Johnson said this was discussed yesterday at the Executive Committee meeting. Information will be included in the next Planning Committee packet. Presentations from the Ordinance Advisory Committee meetings are online at UDO.org.

Commissioner Ryan said she has been hearing from participants and would like staff's input. Ms. Johnson stated that there have been three meetings with some robust discussions. They are catching up on place types.

Commissioner Ryan said that we must get this information to where it is clearer, shorter and the community gets it. Vice-chairperson McMillan said the group will really be interested in transitioning from place types to zoning. Commissioner Ryan asked if we are getting many comments on the web. Scott Adams (Planning) answered that we are getting one response per week on Twitter. Ms. Cornett shared recent and planned meetings. Commissioner Ryan would like to see that information on the UDO website. She asked what can be done to improve participation on the web. Ms. Cornett answered that staff is using NextDoor and considering other options. Commissioner Ryan said that she would like for her students to go there weekly to complete an activity. She asked if the consultants are helping with outreach and what the Lee Institute is doing. Ms. Johnson said the Lee Institute is working on messaging.

Meeting adjourned at 6:57 p.m.

CHARLOTTE HISTORIC DISTRICT COMMISSION
MEETING AGENDA – MARCH 8, 2017 ROOM 267 ON THE 2ND FLOOR.
HDC WORKSHOP – 12:00 PM THE PUBLIC IS WELCOME TO ATTEND

HDC WORKSHOP – 12:00 PM

HDC MEETING: 1:00 – 7:00

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

CONTINUED

- | | |
|---|------------------|
| 1. 1816 WICKFORD PLACE
CASE No. HDC 2016-321
NEW CONSTRUCTION
WILMORE
CRAIG CALCASOLA, APPLICANT | CONTINUED |
| 2. 1816 WICKFORD PLACE
CASE No. HDC 2016-322
NEW CONSTRUCTION
WILMORE
CRAIG CALCASOLA, APPLICANT | CONTINUED |
| 3. 1816 WICKFORD PLACE
CASE No. HDC 2016-323
NEW CONSTRUCTION
WILMORE
CRAIG CALCASOLA, APPLICANT | CONTINUED |
| 4. 1816 WICKFORD PLACE
CASE No. HDC 2016-324
NEW CONSTRUCTION
WILMORE
CRAIG CALCASOLA, APPLICANT | CONTINUED |
| 5. 247 W. KINGSTON AVENUE
CASE No. HDCRMA 2017-012
ADDITION
WILMORE
BRADLEE JOHNSON, APPLICANT | CONTINUED |
| 6. 620 WOODRUFF PLACE
CASE No. HDCRMA 2017-025
ADDITION
WESLEY HEIGHTS
ALEXANDER ALTMAN, APPLICANT | APPROVED |
| 7. 700 TEMPLETON AVENUE
CASE No. HDC 2016-274
ADDITION
DILWORTH
ANGIE LAUER, APPLICANT | APPROVED |

NEW CONSTRUCTION

- | | |
|---|------------------|
| 8. 617 W. PARK AVENUE
CASE No. HDCRMA 2017-090
WILMORE
JUAN HERRERA, APPLICANT | CONTINUED |
|---|------------------|

ADDITIONS

- | | |
|---|-----------------|
| 9. 612 E. WORTHINGTON AVENUE
CASE No. HDCRMI 2017-107
DILWORTH
ANGIE LAUER, APPLICANT | APPROVED |
| 10. 2309 CHARLOTTE DRIVE
CASE No. HDCADMRM 2017-060
DILWORTH
JULIE LINDBERG, APPLICANT | DENIED |
| 11. 1825 MERRIMAN AVENUE
HDCRMA 2017-106
WILMORE
SARAH MCCLOY, APPLICANT | DENIED |

ACCESSORY STRUCTURE

- | | |
|---|-----------------|
| 12. 625 HERMITAGE COURT
CASE No. HDCRMI 2017-067
HERMITAGE COURT
JAMES JORDAN, APPLICANT | APPROVED |
|---|-----------------|

WINDOW/DOOR REPLACEMENT

- | | |
|--|---------------|
| 13. 336 SETTLERS LANE
CASE No. HDCADMRM 2017-074
FOURTH WARD
MEGHAN HICK, APPLICANT | DENIED |
|--|---------------|

SUBSTITUE MATERIAL

- | | |
|---|-----------------|
| 14. 609 PINE STREET
CASE No. HDCRMA 2017-070
FOURTH WARD
SUSAN HARRIS, APPLICANT | APPROVED |
| 15. 1608 MERRIMAN AVENUE
CASE No. HDCADMRM 2017-091
WILMORE
MICHAEL FEEHLEY, APPLICANT | APPROVED |

TREE REMOVAL

- | | |
|--|-----------------|
| 16. 1230 E. WORTHINGTON AVENUE
CASE No. HDCRMI 2017-055
DILWORTH
ELIZABETH ZIMMERMAN, APPLICANT | APPROVED |
|--|-----------------|

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