

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

# Planning Commission

July 10, 2017  
work session

Charlotte-Mecklenburg  
Government Center  
Innovation Station  
Noon



# Charlotte-Mecklenburg Planning Commission

## Work Session Agenda

July 10, 2017 – Noon-2:00pm

CMGC – 8th Floor Innovation Station



*Pedestrians 2014-70* by Jim Zwadlo

<https://www.pinterest.com/pin/497647827548929737>

*Noon - 12:20pm*

### **Call to Order & Introductions**

**Deb Ryan**

Welcome to New Member Victoria Nwasike

Overview of the Year to Come

Advocacy, Activism and Commission's Responsibility

Leadership Team & Exec Committee Meeting Times

Start Time, Multi-Tasking, Absences + Seating

Conversational Milieu

Parliamentarian

New Agenda Format and Today's Agenda Overview

Committee Assignments + HDC + CRTPO

*12:20 - 12:30*

### **Minutes and Reports**

**Deb Ryan + All**

- Approve June 5, 2017 Planning Commission work session minutes.

*Attachment 1*

### **Questions/Comments Concerning Information in Review Packet**

- Planning Department's Public Outreach Presentations

*Attachment 2*

- Zoning Committee Agenda Results

*Attachment 3*

- Planning Committee May 16, 2017 Approved Minutes

*Attachment 4*

- Historic District Commission June 14, 2017 Meeting Results

*Attachment 5*

- Executive Committee May 8 & May 15, 2017 Approved Minutes

*Attachment 6*

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

*Attachment 7*

- Charlotte Regional Transportation Planning Organization (CRTPO)

*Attachment 8*

- Planning Commission Bios

*Attachment 9*

- Upcoming Meeting Dates

*Attachment 10*

*12:30 - 12:40*

### **Old Business/ TODO Tasks Follow-up**

**John Fryday + All**

- Letter to City Council about Livability Principles/TOD *Attachment 11*

- UDO Report to City Council (end of summer)

- Annual Report

Review and vote on Fiscal Year 2017 Annual Report *Attachment 12*

*12-40 - 1:20*

**On-Going Business**

- Commission Vacancies Update
- Planning Director Search

**Deb Ryan**

- UDO Technical Advisory Committee Update/Member Additions
- Unified Development Ordinance Update/ Place Types (30 minutes)
- TODO Tasks

**Ed McKinney  
Kathy Cornett + All  
John Fryday**

*1:20 - 1:50*

**New Business**

- Eastland Redevelopment Discussion (20 minutes)
- Retreat Topic Brainstorming (10 minutes)
  - Civic Engagement
  - State Highways as Urban Streets
  - Resilient Cities
- TODO Tasks

**Pat Mumford + All  
Deb Ryan + All**

**John Fryday**

*1:50 – 2:00*

**Ten-minute Topic**

**TBD**



# Charlotte-Mecklenburg Planning Commission

Attachment 1

## Work Session Summary Minutes

June 5, 2017 – Noon

CMGC – Room 267

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### Attendance

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

Commissioner McMillan arrived at 12:19 pm. Commissioner Majeed arrived at 12:23 pm.  
Commissioner Ham arrived at 12:51 pm.

**Commissioners Absent:** Ray Eschert and Dionne Nelson

**Planning Staff Present:** Ed McKinney (Interim Planning Director), Kathy Cornett, Garet Johnson, Tammie Keplinger, Melony McCullough, Sandy Montgomery, Cheryl Neely, and Katrina Young

### Welcome & Introductions

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

### Approval of Minutes

Commissioner Wiggins made a motion to approve the May 1, 2017 minutes, seconded by Vice-Chairperson Sullivan. The minutes were approved unanimously.

The Chairperson reorganized the agenda to start the meeting with Committee Reports to allow Commissioners enough time to arrive for the Annual Report discussion and Election of Officers.

### Committee Reports

#### **Historic District Commission**

Chairperson Lathrop asked Commissioner Ryan to provide the Historic District Committee Report. Commissioner Ryan said she did not attend the meeting.

#### **Transportation and Planning Committee**

Commissioner Fryday provided the Transportation and Planning Committee Report. He said the Committee had three main items on their agenda. They had presentations on: 1) Vision Zero about traffic safety, 2) Regulatory Plan Review Process about enhancements to the process, and 3) Charlotte BIKES which appears to be moving forward to adoption at the end of May.

#### **Zoning Committee**

Ms. Tammie Keplinger reported that there are 17 public hearings and 10 decisions on Council's June 19 agenda. She reminded the Committee that due to the July 4<sup>th</sup> Holiday, the Zoning Committee meeting was moved to Thursday, June 29<sup>th</sup>.

#### **Planning Committee**

Vice-Chairperson Sullivan provided the Planning Committee report. He reported that Assistant City Manager Debra Campbell attended the May Planning Committee meeting to discuss advancing

items from the Planning Committee to City Council. It was an opportunity to discuss communication with Council, the City Manager's office and staff. Since the Planning Committee meeting, Vice-Chairperson Sullivan has met with Mr. McKinney and Commissioner Fryday to further discuss a review process for the Planning Committee. He said this item will be on the Planning Committee's June agenda and invited all Commissioners to attend.

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

#### **Unified Development Ordinance Update**

Director McKinney provided an update on the Unified Development Ordinance (UDO). He explained that the UDO process focuses on three items:

1. Place Types – the foundation to the policy and how it relates to our Zoning Ordinance.
2. UDO Annotated Outline – the UDO structure.
3. Ordinance Issue Matrix – documentation of issues and how all the ordinances coordinate.

There will be a workshop with Council this fall to update them on the work that has been done to date. Staff will continue to discuss these three areas with the Planning Commission, UDO Advisory Committee, and TAP Committee over the summer. The tentative date for the Council Workshop is October 2.

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

Commissioner Fryday said he attended the last Advisory Committee meeting and was very impressed with the discussion about how the ordinances relate to or conflict with each other. He thinks it could be beneficial to incorporate the Zoning Committee into the process. He thinks they can share their knowledge and experience from reviewing rezoning petitions.

Commissioner McClung asked for clarification on the UDO Annotated Outline. Mr. McKinney explained that it is an outline to help organize the structure of the UDO.

Vice-Chairperson Sullivan wants to make sure staff coordinates their efforts with the State during the UDO process. Mr. McKinney said staff is clear on that and is working with our legislative liaison.

#### **Nominating Committee/Election of Officers**

The Chairperson said that everyone had arrived and he wanted to move forward with the elections. He said that the Nominating Committee nominated Commissioner Ryan for Chairperson and Commissioner Fryday for vice chairperson at the May work session. There was also a nomination from the floor for Mike Sullivan as chairperson. He said that the Commission could take additional nominations for chairperson and vice chairperson from the floor at this time. There were none and the Commission continued with the elections.

Commissioner Watkins asked if candidates can be added to the ballot. If not, is there a need to vote for vice chairperson since Commissioner Fryday is unopposed? Chairperson Lathrop replied yes, there can be a write in. Otherwise, they would not have to vote for the vice chairperson.

Ms. Cheryl Neely distributed the ballots. The Chairperson explained that Ms. Neely will collect the ballots and that she and Commissioner Labovitz (Nominating Committee Representative) will leave the room to count the votes. They will share the results but not the number of votes.

Ms. Neely collected the ballots and she and Commissioner Labovitz left the room to count the votes.

Commissioner Wiggins expressed concern about two of the election rules: 1) The idea that the number of votes is not announced, and 2) the Zoning Committee Vice-Chairperson election was postponed last year. She said the Zoning Committee Vice-Chair election is to occur at the first Committee meeting in the new fiscal year. She said this did not happen last year and she wants to make sure the Commission follows the rules this year.

Chairperson Lathrop said the elections for the committee vice-chairs will take place after new members are appointed and rotations are finalized in July.

Vice-Chairperson Sullivan suggested that this be discussed after the new chair is elected. The Chairperson agreed with Vice-Chairperson Sullivan but said Commissioner Wiggins raised a valid concern.

Commissioner Wiggins said it is not the chair's prerogative and should not be punted to the next chair. She thinks it is an issue with the rules.

Commissioner McClung suggested that the Executive Committee discuss this and perhaps add it to the July work session agenda. Commissioner Fryday agreed.

Commissioner Fryday referenced Section 5 of the Rules of Procedure which states that the Planning and Zoning committees will vote for vice-chairs at their July committee meetings.

Commissioner Wiggins reiterated that the Zoning Committee did not follow this rule last year when electing their vice-chair.

Commissioner Watkins made a motion to table this discussion until the next meeting so the Commission could move forward with the meeting.

Commissioner Wiggins made a motion that the rules be followed this year, because they were not followed last year.

Chairperson Lathrop said he thinks everyone has made their point and he declared the discussion over.

The Chairperson announced that Commissioner Ryan was elected as chairperson and Commissioner Fryday was elected vice chairperson for Fiscal Year 2017. The Commission congratulated both Commissioners Ryan and Fryday.

### **Annual Report**

Chairperson Lathrop asked if the Annual Report is in the agenda packet.

Commissioner Wiggins said that she has not had a chance to review the report and asked if the action can be postponed. The Chairperson asked when was the report distributed. Commissioner Fryday said that he distributed it this morning. Chairperson Lathrop asked others for their thoughts.

Ms. Neely replied that the report is due to the City Clerk in July. Chairperson Lathrop asked if the Commission can vote at the July meeting.

Commissioner McMillan said since they previously discussed including the Annual Report with the letter to Council about the Livable City Policy and TOD Recommendations, they should review it and provide comments by the end of the week.

Commissioner Watkins said that means the Commission will have to wait until July to approve the Annual Report.

Chairperson Lathrop said they could include it with the letter to the Council for context or send the letter without the Annual Report. However, he prefers that the Annual Report be sent with the letter.

Commissioner McClung said he prefers that the Annual Report be separate from the Livable City Policy and TOD Recommendations. He thinks that sending it to Council along with these documents will diminish the importance of the Livable Cities and the TOD work.

Vice-Chairperson Sullivan suggested that the report be distributed after the end of the fiscal year so that it reflects information for the entire year.

Commissioner Fryday said the Annual Report includes 11 months of rezoning data because it was drafted before the end of the fiscal year. He added that the data can be finalized later. He also said Commissioners can send comments to him and he will update the information.

Commissioner Spencer said he was not able to attend the Executive Committee meeting that was held to discuss the Livable City Policy and asked about the status of the Policy. Chairperson Lathrop said there have not been any changes to the Livable City Policy. The focus of the discussion was when and how to send it to Council.

The Chairperson asked if the Commission would like to hold off on approving the Annual Report until the July meeting. He asked Ms. Neely if that would allow enough time to submit the report. Ms. Neely replied yes.

Commissioner Wiggins made a motion for the Commission to consider the Annual Report in July. Vice-Chairperson Sullivan seconded the motion. The motion to consider the Annual Report in July was unanimously approved.

Chairperson Lathrop said the Commission will move forward with the letter to Council and the Livable City Policy and TOD Recommendations. This information will be sent separately from the Annual Report.

Commissioner Watkins asked if Commissioner Fryday sent the report electronically. Commissioner Fryday replied yes.



Commissioner Fryday asked Commissioners to send their comments on the Annual Report to him. He informed the Commission that he sent an outline to staff and staff drafted the Annual Report. The Commission thanked staff for their work on the report.

### **Executive Committee**

Chairperson Lathrop referred the Commission to the June and July meeting schedules. He reminded them that there are not any Planning Commission meetings in August. Commissioner Ryan asked if the HDC meets in August. Ms. Neely replied yes.

Commissioner Spencer asked if the retreat date has been chosen. Ms. Neely replied no.

Chairperson Lathrop explained that typically the retreat is scheduled after the new chair is selected. He welcomed input on dates but reminded Commissioners that there is no perfect date for everyone.

Commissioner Wiggins suggested that the retreat not be held on September 12 because of the primary elections.

Commissioner Watkins asked when the Committee rotations will occur. Chairperson Lathrop said rotations take effect on July 1 and Chairperson-Elect Ryan will coordinate with staff and Vice-Chairperson-Elect Fryday to determine the rotation schedule.

Commissioner Fryday asked if the Zoning Committee will meet in August. Ms. Neely said she will check with Ms. Keplinger and follow-up with Zoning Committee members on this.

Commissioner Majeed asked if the full Commission will meet in August. Chairperson Lathrop replied no, the Commission will not meet in August.

### **Communications Committee**

Commissioner Fryday said that Chairperson Lathrop sent the draft letter for Council to the Commission last week and asked them to review and provide comments before the work session. Commissioner Fryday said they have received comments and he will compile them and submit them to the Chairperson for review.

Chairperson Lathrop said he has viewed the comments and they make sense. Commissioner Fryday said that since the Commission voted to send the Annual Report separately from the letter to Council, they will proceed with sending the letter to Council. The Chairperson asked if there were any additional comments for the letter. There being none, the Chairperson said he will incorporate the suggestions and send the letter to Council.

Commissioner Fryday said at the last Commission meeting they discussed the process to get the letter, Livable City Policy and TOD Recommendations to Council. Afterwards, there was a special Executive Committee meeting with Assistant City Manager Debra Campbell to discuss this issue. As a result of the discussions, the Communications Committee, Planning Committee, Executive Committee, staff and the Manager's Office worked together to develop a proposed Communications Action Plan. The plan formalizes the process of engagement with Council and the Commission. Commissioner Fryday said he sent the proposed plan to the Commission this morning and asked if

they had any comments. He said that Commissioner Nelson had shared comments but unfortunately is not in attendance today. He suggested that it can be adopted and modified later, if needed.

Chairperson Lathrop thanked Commissioner Fryday, the Communications Committee and others for working on this plan. He asked if there were any comments. Commissioner Fryday asked if the Commission could adopt it today. Chairperson Lathrop said if it is the will of the Commission, they can certainly do so.

Commissioner Spencer said he likes the proposed plan and said they can continue to discuss it, if necessary. He made a motion to adopt it. Commissioner McClung seconded the motion.

Commissioner Wiggins said she would like more time to review it. She suggested waiting until next month to take action to allow more time for Commissioners to thoroughly review it.

Commissioner Ryan said some Commissioners are frustrated that they have been talking about process more than content. She thinks the plan is a really good working document and the Commission can edit it later, if needed. She wants to move this forward so the Commission can start talking about issues rather than process. Vice-Chairperson Sullivan agreed with Commissioner Ryan.

Chairperson Lathrop asked for additional comments. He encouraged the Commission to use this as a guide for collaborating with Council.

The Chairperson acknowledged the motion and asked if there was any other discussion. The Commission voted to adopt the Communications Action Plan.

*Yeas: Commissioners Fryday, Ham, Labovitz, Lathrop, Majeed, McClung, McMillan, Ryan, Spencer, Sullivan and Watkins*

*Nays: Commissioner Wiggins*

Chairperson Lathrop thanked the Commission for their time and input on this item.

### **CRTPO**

Commissioner McMillan said the update of the *2045 Metropolitan Transportation Plan* is moving forward. Community input will be received in June and July. Commissioner McMillan will keep the Commission updated.

Commissioner Watkins said it may be helpful if Commissioner McMillan sends information to the Commission as she hears about projects instead of waiting to share the information at the work sessions.

Commissioner Ryan expressed concern about the lack of sidewalks and pedestrian access along state highways such as Harris Boulevard. Chairperson Lathrop said it is a state maintained road. The Chairperson suggested that the Commission discuss the issue of state roads that were developed without pedestrian access and facilities at a future work session.

Commissioner Wiggins said that others need to participate in the American Disabilities Act (ADA) training program to become knowledgeable of changes in the ADA requirements in order to receive federal grant monies for roads.

Commissioner McClung is interested in a CRTPO presentation and information on the *2045 Metropolitan Transportation Plan*. He thinks this can be helpful when review rezoning petitions.

#### **Communication from Chairperson**

Chairperson Lathrop said that there have been several meetings to discuss redevelopment of the Eastland Mall site and he thinks this could be a good future agenda topic for the Commission.

Commissioner Majeed said he attended one of the business development sessions and it was dynamic. A lot of developers looked into the possibility of developing an international facility with a mixture of uses.

Commissioner Watkins said Council has obtained a consultant to look at different public/private partnership redevelopment options. Council member Ajmera is involved and has support from the City Manager. She suggested that it may be a good opportunity for Commissioner Ryan's students. Commissioner Watkins said the development will be exciting and dynamic for the Eastside. She asked the Commission to send any ideas to her and she will share them at meetings.

Commissioner McClung asked if Eastland could be incorporated into Place Types and the UDO process. Mr. McKinney replied yes, it will be incorporated. Planning staff has been working closely with the Economic Development Department on this effort. Eastland is a case study for what we are trying to achieve with our ordinances. There will be discussions with Council about the City's role and how to ensure we get the intended investment.

Commissioner McClung asked if the Eastland redevelopment will be identifiable on the Place Types chart. Mr. McKinney replied absolutely.

Vice-Chairperson Sullivan suggested that the consultant, Jacobs Company, be invited to a work session to share how they came to their conclusions and the next steps. Mr. McKinney said it would probably be best to invite the Economic Development team from the City to provide an update. Chairperson Lathrop suggested that the Commission also invite Council member Ajmera to a work session.

Vice-Chairperson Sullivan asked if that means the consultant cannot be invited. Mr. McKinney said it could possibly work if the consultant is in town on the day of the Commission meeting. The consultant has a very specific scope of work and Council would not approve funding for the consultant team to travel here to attend the Planning Commission meeting.

Chairperson Lathrop said in the past, when other consultants came, Planning Commissioners met with them. He suggested that perhaps Commissioners can meet with the consultants when they are in town.

Commissioner Fryday asked if, given the size of the Eastland site, is it a reasonable expectation that several Place Types may be illustrated there. Mr. McKinney replied yes and said that Eastland may be one of the areas that is complex to describe in Place Types because of its size.

Commissioner Watkins said the consultant does not know how our zoning piece works. They don't know the work that has gone into Place Types, TOD, and PED. She thinks it would be best to invite Council member Ajmera. She thinks Eastland is a good opportunity to test Place Types and for the Commission to exercise some authority.

Chairperson Lathrop asked if there were any other future agenda items.

Commissioner Spencer said he would like for the Commission to discuss Planning and climate change at a future work session. He said the County measures its carbon impact but the City does not. He thinks the Commission could be impactful and thinks the City may become more intentional in how it deals with climate change.

Commissioner Ryan thinks the Livable City Policy and climate change are interwoven. She hopes the retreat can be used to bring forward issues that the Commission can focus on next year. She asked everyone to consider one or two big issues and then the Commission can discuss how to incorporate them into a work plan for the coming year. She said she agrees with Commissioner Spencer's concern.

Commissioner Wiggins said that it has been a pleasure working with Chairperson Lathrop, Commissioners Labovitz and Eschert.

### **Adjournment**

The meeting adjourned at 1:31 pm.



# Charlotte-Mecklenburg Planning Department

## Community Outreach Presentations

Date	Presentation	Staff
05/07/17	Historic North Charlotte Residents - HDC Program Overview	Howard
05/25/17	Lincoln Heights Neighborhood Association - HDC Program Overview	Howard
06/05/17	Wilmore Neighborhood Association - HDC Update	Howard
06/07/17	JV Washam Elementary 5th Graders - Transportation Planning	Bridges
06/16/17	Ritmo & Sabor Caribbean Festival - 2045 Metro Transportation Plan (MTP) & Transportation Planning	Cook
06/17/17	NoDa Farmers Market - 2045 Metro Transportation Plan (MTP) & Transportation Planning	Burke
06/19/17	Charlotte North Rotary Club - 2045 Metro Transportation Plan (MTP) & Transportation Planning	Rorie
06/20/17	Camp Greene Neighborhood Association - Area Plans, Zoning Ordinance Rewrite & Place Types	Gonzalez
06/24/17	Davidson Farmers Market - 2045 Metro Transportation Plan (MTP) & Transportation Planning	Cook/Rorie



# City of Charlotte

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



## Zoning Agenda **RESULTS**

Tuesday, May 30, 2017

CMCG Room 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:** 5:40 pm

**Adjourned:** 7:40 pm

**Zoning Committee Members**

<b><i>Tony Lathrop✓</i></b>	<b><i>Cozzie Watkins✓</i></b>	<b><i>John Fryday✓</i></b>	<b><i>Nasif Majeed✓</i></b>
<b><i>Bolyn McClung✓</i></b>	<b><i>Sam Spencer✓</i></b>	<b><i>Nancy Wiggins✓</i></b>	

**Deferrals**

**1. Rezoning Petition: 2017-053 by Hopper Communities, Inc.**

***Deferred to June 29, 2017***

**Agent:** John Carmichael - Robinson, Bradshaw & Hinson P.A.

**Staff Resource:** Solomon Fortune

**Location:** Approximately 0.86 acres located at the northeast intersection of Park Road and Reece Road.  
(Council District 6 - Smith)

**Current Zoning:** R-4 and R-5 (single-family residential)  
**Proposed Zoning:** UR-2(CD) (urban residential, conditional)

**Motion:** Spencer

**2nd:** Wiggins

**Vote:** 7-0

**Zoning Items**

**2. Rezoning Petition: 2017-042 by Rocky River Road Associates, LLC**

***Recommended for Approval***

**Agents:** Keith MacVean and Jeff Brown - Moore Van Allen, PLLC

**Staff Resource:** Sonja Sanders

**Location:** Approximately 77.31 acres located east of Interstate 485 between Caldwell Road and Rocky River Road (Outside City Limits)

**Current Zoning:** O-2(CD) (office, conditional), R-8MF (CD), R-12MF (CD) (multi-family residential, conditional, and former right-of-way with no established zoning)

**Proposed Zoning:** CC (commercial center) and the establishment of CC (commercial center)

**Consistency to Approve:**

**Maker:** Fryday

**2<sup>nd</sup>:** Wiggins

**Vote:** 6-0

**Recused:** Lathrop

**Recommendation to Approve:**

**Maker:** Majeed

**2<sup>nd</sup>:** Spencer

**Vote:** 6-0

**Recused:** Lathrop



3. **Rezoning Petition: 2017-044 by Jacobs Fork Properties, LLC**  
**Recommended for Approval**

**Agents:** John Carmichael and Ty Schaffer - Robinson Bradshaw & Hinson, P.A.  
**Staff Resource:** Sonja Sanders

**Location:** Approximately 3.31 acres located on the east side of Craig Avenue along Lydia Ridge Lane between Eastview Drive and Richland Drive. (Council District 5 - Ajmera)

**Current Zoning:** R-4 (single family residential)  
**Proposed Zoning:** UR-2(CD) (urban residential, conditional)

**Consistency to Approve:**

**Maker:** McClung  
**2<sup>nd</sup>:** Majeed  
**Vote:** 7-0

**Recommendation to Approve:**

**Maker:** Wiggins  
**2<sup>nd</sup>:** Watkins  
**Vote:** 7-0

4. **Rezoning Petition: 2017-048 by Camp Greene Properties, LLC**  
**Recommended for Approval**

**Agent:** Matt Langston - Landworks Design Group PA  
**Staff Resource:** Sonja Sanders

**Location:** Approximately 0.357 acres located at the northeast intersection of Belmont Avenue and Pegram Street, east of Allen Street. (Council District 1 - Kinsey)

**Current Zoning:** R-5 (single family residential)  
**Proposed Zoning:** MUDD-O (mixed use development, optional)

**Consistency to Approve:**

**Maker:** Majeed  
**2<sup>nd</sup>:** Wiggins  
**Vote:** 7-0

**Recommendation to Approve:**

**Maker:** Spencer  
**2<sup>nd</sup>:** Watkins  
**Vote:** 7-0

5. **Rezoning Petition: 2017-052 by Southminster, Inc.**  
**Recommended for Approval**

**Agent:** John Carmichael - Robinson Bradshaw & Hinson, P.A.  
**Staff Resource:** John Kinley

**Location:** Approximately 27.54 acres located on the east side of Park Road between Arbor Pointe Drive and Smithfield Church Road. (Council District 6 - Smith)

**Current Zoning:** R-3 (single family residential) and INST (CD) (institutional, conditional)  
**Proposed Zoning:** INST (CD) (institutional, conditional) and INST (CD) SPA (institutional, conditional, site plan amendment)

**Consistency to Approve:**

**Maker:** Spencer  
**2<sup>nd</sup>:** Fryday  
**Vote:** 7-0

**Recommendation to Approve:**

**Maker:** Watkins  
**2<sup>nd</sup>:** Wiggins  
**Vote:** 7-0

**6. Rezoning Petition: 2017-063 by GodSpeed Motors**  
**Recommended for Approval**

**Agent:** Walter Fields  
**Staff Resource:** Claire Lyte Graham

**Location:** Approximately 3.415 acres located on the north side of Vance Davis Drive east of Twin Lakes Parkway and south of Interstate 485. (Council District 2 - Austin)

**Current Zoning:** BP (business park)  
**Proposed Zoning:** I-1 (light industrial)

**Consistency to Approve:**  
**Maker:** Wiggins  
**2<sup>nd</sup>:** Fryday  
**Vote:** 7-0

**Recommendation to Approve:**  
**Maker:** Fryday  
**2<sup>nd</sup>:** Watkins  
**Vote:** 7-0

**7. Rezoning Petition: 2017-075 by Conformity Corporation**  
**Recommended for Approval**

**Agent:** Monte Ritchey  
**Staff Resource:** Sonja Sanders

**Location:** Approximately 4.07 acres located on the east side of East Sugar Creek Road between Raleigh Street and Bearwood Avenue. (Council District 1 - Kinsey)

**Current Zoning:** I-2 (general industrial)  
**Proposed Zoning:** TOD-M (transit oriented development - mixed-use)

**Consistency to Approve:**  
**Maker:** McClung  
**2<sup>nd</sup>:** Fryday  
**Vote:** 7-0

**Recommendation to Approve:**  
**Maker:** Watkins  
**2<sup>nd</sup>:** Spencer  
**Vote:** 7-0

**8. Rezoning Petition: 2015-107 by D.R. Horton - Innovative Request**  
**Approved**

**Agent:** Allison Merriman - LandDesign  
**Staff Resource:** Solomon Fortune

**Location:** Approximately 12.99 acres located on the south side of David Cox Road near the intersection of David Cox Road and Davis Lake Parkway. (Council District 2 - Austin)

**Request:** Innovative provisions are being requested for the MX-2 residential portion of the Davis Lake Townhomes. The following innovative provisions are requested: 1) a minimum setback of ten feet from the edge of the right-of-way for select corner lots, and 2) enhanced landscaping for the proposed corner lots.

**Motion to Approve:** Wiggins

**2nd:** Fryday

**Vote:** 7-0

**9. Rezoning Petition: 2016-131 by Halvorsen Development Corporation**

**Recommended for Approval**

**Agents:** Jeff Brown, Keith MacVean, & Bridget Grant - Moore & Van Allen

**Staff Resource:** John Kinley

**Location:** Approximately 1.63 acres located on the northeast corner of Ridge Road and Prosperity Church Road. (Council District 4 - Phipps)

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

**Proposed Zoning:** NS SPA (neighborhood services, site plan amendment) and NS (neighborhood services)

**Consistency to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** McClung

**Vote:** 4-2

**Recused:** Lathrop

**Recommendation to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** McClung

**Vote:** 4-2

**Recused:** Lathrop

**10. Rezoning Petition: 2016-139 by Charter Properties, Inc./ Browder Group Real Estate, LLC**

**Recommended for Approval**

**Agent:** John Carmichael - Robinson, Bradshaw & Hinson, P.A.

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 65.7 acres located on the northwest corner at the intersection of West Mallard Creek Church Road and Interstate 85. (Council District 4 - Phipps)

**Current Zoning:** R-3 (single family, residential), RE-1 (research), and RE-3(CD) (research, conditional)

**Proposed Zoning:** MUDD-O (mixed use development, optional) and R-12MF (CD) (multi -family residential, conditional), with five-year vested rights.

**Consistency to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** Spencer

**Vote:** 7-0

**Recommendation to Approve:**

**Maker:** Spencer

**2<sup>nd</sup>:** Watkins

**Vote:** 7-0





# City of Charlotte

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



## **Zoning Agenda** **RESULTS**

**Thursday, June 29, 2017**

**Charlotte-Mecklenburg Government Center - Room 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:** 5:34 pm

**Adjourned:** 6:40 pm

**Zoning Committee Members**

<i>Tony Lathrop✓</i>	<i>Cozzie Watkins✓</i>	<i>John Fryday✓</i>	<i>Nasif Majeed</i>
<i>Bolyn McClung✓</i>	<i>Sam Spencer✓</i>	<i>Nancy Wiggins✓</i>	

**Deferrals**

**1. Rezoning Petition: 2017-058 by The Keith Corporation**  
***Deferred to August 1, 2017***

**Agents:** Bridget Grant, Keith MacVean and Jeff Brown

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 11.1 acres located on the north side of West W.T. Harris Boulevard between Mallard Creek Road and Medical Plaza Drive. (Council District 2 - Austin)

**Current Zoning:** RE-1 (research)

**Proposed Zoning:** RE-3(O) (research, optional)

**Motion:** Watkins

**2<sup>nd</sup>:** Fryday

**Vote:** 5-0

**2. Rezoning Petition: 2017-067 by The Committee to Restore and Preserve Third Ward, Inc.**  
***Deferred to August 1, 2017***

**Agent:** Chris Ogunrinde

**Staff Resource:** Solomon Fortune

**Location:** Approximately 0.17 acres located on the south side of Margaret Brown Street between South Sycamore Street and South Irvin Avenue. (Council District 2 - Austin)

**Current Zoning:** UR-1 (urban residential)

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

**Motion:** Watkins

**2<sup>nd</sup>:** Fryday

**Vote:** 5-0

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**Zoning Items**

**3. Rezoning Petition: 2017-053 by Hopper Communities, Inc.**  
**Recommended for Approval**

**Agent:** John Carmichael  
**Staff Resource:** Solomon Fortune

**Location:** Approximately 0.83 acres located at the northeast intersection of Park Road and Reece Road. (Council District 6 - Smith)

**Current Zoning:** R-4 and %-5 (single family residential)  
**Proposed Zoning:** UR-2(CD) (urban residential, conditional)

**Consistency to Approve:**

**Maker:** Fryday  
**2<sup>nd</sup>:** Watkins  
**Vote:** 5-0  
**Recused:**

**Recommendation to Approve:**

**Maker:** Fryday  
**2<sup>nd</sup>:** Spencer  
**Vote:** 5-0  
**Recused:**

**4. Rezoning Petition: 2017-038 by Childress Klein Properties, Inc.**  
**Recommended for Approval**

**Agents:** Collin Brown and Bailey Patrick, Jr.  
**Staff Resource:** Solomon Fortune

**Location:** Approximately 2.12 acres located on the east side of West Tyvola Road between Billy Graham Parkway and Cascade Pointe Boulevard. (Council District 3 - Mayfield)

**Current Zoning:** I-1(CD) (light industrial, conditional)  
**Proposed Zoning:** I-1(CD) SPA (light industrial, conditional, site plan amendment)

**Consistency to Approve:**

**Maker:** McClung  
**2<sup>nd</sup>:** Fryday  
**Vote:** 5-0  
**Recused:**

**Recommendation to Approve:**

**Maker:** Watkins  
**2<sup>nd</sup>:** Spencer  
**Vote:** 5-0  
**Recused:**

**5. Rezoning Petition: 2017-076 by Laurel Street Residential, LLC**  
**Recommended for Approval**

**Agents:** Keith MacVean and Jeff Brown

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 14.56 acres located on the south side of West Tyvola Road across from City Park Drive and Speer Boulevard. (Council District 3 - Mayfield)

**Current Zoning:** MUDD-O (mixed use development, optional) and R-4 (single family residential)

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

**Consistency to Approve:**

**Maker:** Spencer

**2<sup>nd</sup>:** Wiggins

**Vote:** 5-0

**Recused:** Lathrop

**Recommendation to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** Fryday

**Vote:** 5-0

**Recused:** Lathrop

**6. Rezoning Petition: 2017-068 by Hopedale Builders, Inc.**  
**Recommended for Approval**

**Agents:** Collin Brown and Bailey Patrick, Jr.

**Staff Resource:** Sonja Sanders

**Location:** Approximately 0.41 acres located on the south side of Faison Avenue between North Davidson Street and North Brevard Street. (Council District 1 - Kinsey)

**Current Zoning:** R-5 (single family residential)

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

**Consistency to Approve:**

**Maker:** McClung

**2<sup>nd</sup>:** Spencer

**Vote:** 5-1

**Recused:**

**Recommendation to Approve:**

**Maker:** Spencer

**2<sup>nd</sup>:** Watkins

**Vote:** 5-1

**Recused:**

## 7. Rezoning Petition: 2016-126 by Luxity, LLC Recommended for Approval

**Agents:** Daniel A. Merlin  
**Staff Resource:** Solomon Fortune

**Location:** Approximately 0.27 acres located on the northeast corner of South Sycamore Street and Margaret Brown Street. (Council District 2 - Austin)

**Current Zoning:** UR-1 (urban residential)  
**Proposed Zoning:** UR-2(CD) (urban residential, conditional)

**Consistency to Approve:**

**Maker:** Wiggins  
**2<sup>nd</sup>:** Spencer  
**Vote:** 6-0  
**Recused:**

**Recommendation to Approve:**

**Maker:** Watkins  
**2<sup>nd</sup>:** Wiggins  
**Vote:** 6-0  
**Recused:**

## 8. Rezoning Petition: 2017-039 by Beacon Partners Recommended for Approval

**Agents:** Collin Brown and Bailey Patrick Jr.  
**Staff Resource:** Solomon Fortune

**Location:** Approximately 3.53 acres located at the northeast intersection of South Tryon Street and Winona Street and east of Winnifred Street. (Council District 3 - Mayfield)

**Current Zoning:** I-2 (general industrial)  
**Proposed Zoning:** TOD-M(O) (transit oriented development - mixed use, optional) and five-year vested rights

**Consistency to Approve:**

**Maker:** Spencer  
**2<sup>nd</sup>:** Wiggins  
**Vote:** 6-0  
**Recused:**

**Recommendation to Approve:**

**Maker:** Watkins  
**2<sup>nd</sup>:** Spencer  
**Vote:** 6-0  
**Recused:**

## 9. Rezoning Petition: 2017-061 by LBP Berryhill, LLC **Recommended for Approval**

**Agents:** Keith MacVean and Jeff Brown

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 42.11 acres surrounding Perimeter West Drive, South of Wilkinson Boulevard and West of Interstate 485. (Outside City Limits)

**Current Zoning:** I-1 (CD) LLWPA (light industrial, conditional, Lower Lake Wylie watershed overlay, protected area)

**Proposed Zoning:** I-1 (CD) SPA LLWPA (light industrial, conditional, site plan amendment, Lower Lake Wylie watershed overlay, protected area)

**Consistency to Approve:**

**Maker:** Fryday

**2<sup>nd</sup>:** Wiggins

**Vote:** 5-0

**Recused:** Lathrop

**Recommendation to Approve:**

**Maker:** McClung

**2<sup>nd</sup>:** Fryday

**Vote:** 5-0

**Recused:** Lathrop

## 10. Rezoning Petition: 2017-066 by Craig Calcasola **Recommended for Approval**

**Agent:** Craig Calcasola

**Staff Resource:** Solomon Fortune

**Location:** Approximately 0.35 acres located on the north side West Worthington Avenue between Wilmore Walk Drive and Wickford Place. (Council District 3 - Mayfield)

**Current Zoning:** R-43MF HD (multi-family residential, historic district overlay)

**Proposed Zoning:** UR-1 (CD) HD (urban residential, conditional, historic district overlay)

**Consistency to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** Spencer

**Vote:** 6-0

**Recused:**

**Recommendation to Approve:**

**Maker:** Fryday

**2<sup>nd</sup>:** Spencer

**Vote:** 6-0

**Recused:**

## 11. Rezoning Petition: 2017-055 by Duke Energy Recommended for Approval

**Agents:** Robert Earley

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 5.28 acres located on the west side of Toddville Road and the south side of Craig Street, north of Macon Street. (Council District 3 - Mayfield)

**Current Zoning:** R-3 LLWPA (single family residential, Lower Lake Wylie watershed overlay, protected area)

**Proposed Zoning:** I-2 LLWPA (general industrial, Lower Lake Wylie watershed overlay, protected area)

**Consistency to Approve:**

**Maker:** Watkins

**2<sup>nd</sup>:** Fryday

**Vote:** 6-0

**Recused:**

**Recommendation to Approve:**

**Maker:** Watkins

**2<sup>nd</sup>:** Fryday

**Vote:** 6-0

**Recused:**

## 12. Rezoning Petition: 2017-073 by The Gold District of Charlotte Recommended for Approval

**Agent:** Walter Fields

**Staff Resource:** Solomon Fortune

**Location:** Approximately 19.13 total acres of multiple parcels located south of West John Belk Freeway, west of West Carson Boulevard, north of South Church Street and along West Summit Avenue, south of South Mint Street. (Council District 3 - Mayfield)

**Current Zoning:** B-2 (HD-O) (general business, historic district overlay) and I-1 (HD-O) (light industrial, historic district overlay)

**Proposed Zoning:** B-2 TS (HD-O) (general business, transit supportive overlay, historic district overlay) and I-1 (HD-O) (light industrial, transit supportive overlay, historic district overlay)

**Consistency to Approve:**

**Maker:** McClung

**2<sup>nd</sup>:** Wiggins

**Vote:** 6-0

**Recused:**

**Recommendation to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** Spencer

**Vote:** 6-0

**Recused:**

### 13. Rezoning Petition: 2017-078 by Courtney E. Parker **Recommended for Approval**

**Agents:** Courtney E. Parker

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 0.19 acres located at the northeast intersection of Overbrook Trail and Lakebrook Road and south of Interstate 85. (Outside City Limits)

**Current Zoning:** R-3 LWPA (single family residential, Lake Wylie watershed overlay, protected area)

**Proposed Zoning:** O-1 LWPA (office, Lake Wylie watershed overlay, protected area)

**Consistency to Approve:**

**Maker:** Wiggins

**2<sup>nd</sup>:** Fryday

**Vote:** 6-0

**Recused:**

**Recommendation to Approve:**

**Maker:** Fryday

**2<sup>nd</sup>:** Wiggins

**Vote:** 6-0

**Recused:**

### 14. Rezoning Petition: 2017-082 by Griffbrew Investments, LLC **Recommended for Approval**

**Agent:** Glen D. Cherry

**Staff Resource:** Solomon Fortune

**Location:** 0.39 acres located along Griffith Street between New Bern Street and Fairwood Avenue and west of South Boulevard. (Council District 3 - Mayfield)

**Current Zoning:** I-2 (general industrial)

**Proposed Zoning:** TOD-M (transit oriented development - mixed use)

**Consistency to Approve:**

**Maker:** Spencer

**2<sup>nd</sup>:** Watkins

**Vote:** 6-0

**Recused:**

**Recommendation to Approve:**

**Maker:** Spencer

**2<sup>nd</sup>:** Fryday

**Vote:** 6-0

**Recused:**



**15. Rezoning Petition: 2017-084 by Cheer Athletics**  
**Recommended for Approval**

**Agent:** C. Matthew Jones

**Staff Resource:** Claire Lyte-Graham

**Location:** Approximately 5.14 acres located at the northeast intersection of Vance Drive Road and Twin Lakes Parkway and east of Statesville Road. (Council District 2 - Austin)

**Current Zoning:** BP (business park)

**Proposed Zoning:** I-1 (light industrial)

**Consistency to Approve:**

**Maker:** Lathrop

**2<sup>nd</sup>:** Spencer

**Vote:** 6-0

**Recused:**

**Recommendation to Approve:**

**Maker:** Lathrop

**2<sup>nd</sup>:** Fryday

**Vote:** 6-0

**Recused:**



Planning Committee Meeting Minutes

May 16, 2017 – 5:00 p.m.

CMGC – 2<sup>nd</sup> Floor, Room 280

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**Attendance**

**Planning Committee Members Present:** Chairperson Michael Sullivan, Vice-Chairperson Elizabeth McMillan and Commissioners Ray Eschert, John Ham, Karen Labovitz, Dionne Nelson and Deborah Ryan

**Other Commissioners Present:** Planning Commission Chairperson Tony Lathrop and Commissioners John Fryday and Bolyn McClung

**Planning Staff Present:** Scott Adams, Kathy Cornett, Laura Harmon, Gareth Johnson, Linda Keich, Melony McCullough, Ed McKinney, Amanda Vari and Jonathan Wells

**Other Staff Present:** Assistant City Manager Debra Campbell (City Manager's Office) and Peggy Hey (Charlotte-Mecklenburg Schools)

**Call to Order and Introductions**

Chairperson Sullivan called the meeting to order at 5:09 p.m., welcomed those present and asked everyone to introduce themselves.

**Approve April 18, 2017 Minutes**

*A motion was made by Commissioner Labovitz and seconded by Commissioner Eschert to approve the April 18, 2017 minutes. The vote was unanimous to approve the minutes.*

Chairperson Sullivan stated that agenda items will be moved around to accommodate Assistant City Manager Debra Campbell who will attend the meeting. He stated that Ms. Campbell attended the Executive Committee meeting and there was an open discussion about process, how to move items forward from this Committee as well as how to communicate with staff and other entities.

**Mandatory Referrals**

**M.R. #17-13: Proposal by the City of Charlotte to Sell Property Located on Little Rock Road**

City Real Estate proposes to sell .768 acres of city-owned land located on the east side of Little Rock Road between Glenmoor Drive and Flintrock Road (Tax Parcel No. 059-212-21). The city originally purchased the property in 2002 as part of the Freedom Drive Road Widening project.

**M.R. #17-14: Proposal by the City of Charlotte to Acquire County-owned Property Located on North Tryon Street for the New Charlotte-Mecklenburg Police Department - University City Division Station**

The City of Charlotte proposes to acquire 1.8 acres of land located at 8446 North Tryon Street (Tax Parcel 049-336-01A) for construction of the Charlotte-Mecklenburg Police Department - University City Division Station. The land is currently owned by Mecklenburg County.

**M.R. #17-15: Proposal by Mecklenburg County to Acquire Seven Flood-Prone Properties Located Along Briar Creek and Edwards Branch.**

Mecklenburg County's Storm Water Services Program proposes to acquire seven flood-prone properties located on Commonwealth Avenue and Purser Drive (along Briar Creek and Edwards Branch - see mandatory referral for specific locations and tax parcel numbers) to eliminate potential future losses by removing the improvements.

**M.R. #17-16: Proposal by Mecklenburg County to Acquire Four Flood-Prone Properties Located Along Irwin and Briar Creeks**

Mecklenburg County's Storm Water Services Program proposes to acquire four flood-prone properties located on Merriman Avenue and Placid Place (along Irwin and Briar creeks - see mandatory referral for specific locations and tax parcel numbers) to eliminate potential future losses by removing the improvements.

**M.R. #17-17: Proposal by Mecklenburg County to Acquire Two Flood-Prone Properties Located Along Stewart Creek**

Mecklenburg County's Storm Water Services Program proposes to acquire two flood prone properties - 2922 October Court (Tax Parcel 071-131-27) and 831 Seldon Drive (Tax Parcel 069-052-11) located along Stewart Creek to eliminate potential future losses by removing the improvements.

**M.R. #17-18: Proposal by Charlotte-Mecklenburg Schools to Renew a Lease for Warehouse Space Located on Hovis Road.**

The Charlotte-Mecklenburg Board of Education proposes to extend the lease at 5401 Hovis Road (Tax Parcel 057-011-04) to continue to operate the facility for an additional five years as a warehouse for the storage and distribution of educational materials.

Chairperson Sullivan asked if the Committee would like to discuss any of the mandatory referrals. M.R. 17-14 - Commissioner Eschert asked if there is currently an office building being leased at this location. Ms. Amanda Vari (Planning) answered yes.

None of the mandatory referrals were pulled for discussion.

*A motion was made by Commissioner Ryan and seconded by Commissioner Labovitz to state that the Planning Committee has reviewed M.R. # 17-13, M.R. # 17-14, M.R. # 17-15, M.R. # 17-16, M.R. # 17-17 and M.R. # 17-18 and has no additional comments for the submitting agencies. The vote was unanimous to state that the Planning Committee has reviewed the mandatory referrals and has no additional comments for the submitting agencies.*

**Update on the Unified Development Ordinance and Place Types**

Ed McKinney (Interim Planning Director) reviewed a handout explaining the overall Unified Development Ordinance (UDO) process and work plan leading up to the Transportation and Planning Committee (TAP) workshop. It includes the mission and direction for the Advisory Committee over the next couple of months and provides an update on the work to date. It will bring closure to a couple of topics in a comprehensive update for Council's input or direction and will include the Pedestrian Overlay District (PED) discussion. This information will be shared at a

workshop with TAP in September. This workshop will be used as the vehicle to communicate to Council the work that staff and the Commission have done.

Commissioner Nelson asked if a date has been set for the September workshop. Mr. McKinney replied no. Commissioner Nelson asked if the consultant has translated the place type palette into the zoning code. Mr. McKinney explained that it will tie in with the structure of the UDO and identify gaps. Staff would like to establish a working outline on what we believe the language of place types is, tie it to the structure of the UDO and identify gaps to determine where we need to investigate and update our current zoning districts or create new ones. Staff would like to put the UDO and the place types' structure in front of Council and then decide the next steps.

Commissioner Ryan asked how the current ordinance discussion is different than the discussion that took place prior to Clarion's work. Mr. McKinney said that Clarion's work described the basic challenges and disconnects between our area plans and our current zoning ordinance. It did not give detailed examples of where there are disconnects. For example, how the tree ordinance is applied to a zoning district.

Commissioner Eschert asked if Charlotte-Mecklenburg Schools (CMS) has been involved in this process. Mr. McKinney said CMS and the County have been involved. Commissioner Eschert asked if Mr. McKinney anticipates any speed bumps with the upcoming election of new Council members. Mr. McKinney said that the Council workshop this fall will be the first of a series of workshops that will be held throughout the life of this project. Staff regularly updates the TAP Committee and as Council changes, new members will receive updates.

Chairperson Sullivan explained that the Executive Committee met with Debra Campbell (City Manager's Office) last week. He said Ms. Campbell shared a document; *Making Charlotte The Winning City*. This document will help the Commission understand what Council envisions and what is important to them. It includes some of the guidelines that Council uses for discussion of their objectives and it will serve as a reference when the Commission looks at PED. He stated that PED will be discussed at a future meeting.

Chairperson Sullivan said that the Committee's work plan process was discussed a few weeks ago in the full Commission meeting. The discussion focused on how to move items forward. After discussing this item with Ms. Campbell and staff, the Executive Committee wanted to take a closer look at the process to move items forward. Mr. McKinney said that he would like to talk about how the Commission communicates with Council and share a few examples of how the communication process can be clarified.

He reviewed the formal processes that include rezonings, mandatory referrals and area plans. He shared other examples where the Commission included their comments on associated policies like Charlotte WALKS and Charlotte BIKES plans.

Mr. McKinney mentioned two areas that have been gray over the past year. One is formal information sharing with Council and the other is an avenue for two way dialogue. An example of a formal information sharing tool is the annual report. An example moving forward could be sharing information with the full Council at the Zoning dinner meeting.

Another category is a two way conversation with Council members by inviting them to the Commission's retreat. Council members have also been invited to attend some of the work sessions. The workshops this fall will also provide opportunity for dialogue, specifically around the UDO.

Staff's intent is to work with the City Manager's office to identify when to share the Commission's work with Council. Another avenue is committee meetings, specifically regularly updating the TAP Committee on the work the Planning Department and Commission are doing. Mr. McKinney said this list is a starting point for this afternoon's conversation.

Ms. Campbell thanked the Commission for inviting her to the Executive Committee meeting and the Committee for inviting her to this meeting. She and Mr. McKinney discussed the problem that we are trying to solve. She thinks it is around how this body communicates both formally and informally with elected officials. She stated that for some processes there is a real structured way that the Commission makes a recommendation to Council. Ms. Campbell reaffirmed what Mr. McKinney explained about the formal and informal ways of communicating with Council. She further discussed how formal processes such as policy documents go to Council.

She thinks the biggest challenge is informal communication which includes the Committee's desire to have a conversation with Council and to take items to Council on an interim basis. She said that Mr. McKinney has identified some opportunities where this can occur and she is at the meeting to answer any additional questions about process.

Commissioner Nelson suggested that Commissioner Fryday, who is a member of the Zoning Committee, join the Planning Committee at the table.

*Chairperson Sullivan said he would like to suspend the rules to have Commissioner Fryday sit at the table. Commissioner Nelson made a motion to suspend the rules and have Commissioner Fryday join the discussion. It was seconded by Commissioner Labovitz. The vote was unanimous to suspend the rules and have Commissioner Fryday sit at the table.*

Commissioner Nelson thinks the problem that the Committee is trying to solve is part communication and part impact. She questioned what happens to their insights once a scope of work is completed. She said it is not about having an ongoing conversation with Council. It has been normal for the Planning Commission to largely work with staff on insights and feedback. She said on certain scopes of work, like Transit Oriented Development (TOD), there has been some fundamental disagreement between the Planning Committee and staff on how to address some concerns. She thinks there needs to be an alternative way of making the Committee's concerns or recommendations known without them being filtered by staff.

Ms. Campbell responded that is why we may have recommendations from both the Committee and staff to give Council both perspectives. She explained that past Commission chairpersons would attend meetings with her to present an opinion from the Planning Commission.

Chairperson Sullivan asked what was the setting for that discussion. Ms. Campbell explained that it was generally during an area planning process. During the adoption process, someone from the Planning Committee would speak and represent the work of the Commission at the Council meeting.

Ms. Campbell stated that previously there have been concerns about the role of the Planning Commission as an advisory group to elected officials and what that means. She thinks that it is something that can be discussed. It is something the City Manager's office is interested in as the Commission takes on the most important work of place types and the UDO. She explained that the

Commission is the body that makes a recommendation to adopt policy. This is a dual role. The Commission helps to develop policy and serves as an advocate for action on the plan or text amendment.

Ms. Campbell acknowledged the Committee's frustration with the amount of time it is taking to accomplish some of the work. She noted that the Committee has a unique opportunity at the workshop this fall to present a compelling story on why this work is so important (in partnership with staff, even if you disagree).

Commissioner Fryday stated that the area planning and rezoning processes are clear. However, the Commission has no input on text amendments until decision time. He pointed out that the area planning process does not include a mechanism for commissioners to go to Council. He added that the mandatory referral process is very clear and that the Committee changed that process. He thinks there needs to be a policy process.

Ms. Campbell said that Commissioner Fryday is accurate in his depiction and there may not be a definitive process that mirrors some of the processes he described but she clarified that area plans are land use policy. The conversation around Livable Cities was generally a policy report. She questioned the context for the work and how to make the policy meaningful. She said the process should be similar to how other policy documents are developed. The process should include public input, TAP review, and full Council recommendation. Commissioner Fryday emphasized that if there was a formal process, the Commission would know what happens next. He stated that having a formal process would help. Garet Johnson (Planning) clarified the difference when staff develops policy versus the Commission developing policy.

Commissioner Ryan stated that the issue is when the Commission develops policy how does it move forward, particularly if staff does not view it as a priority. She said staff works for City Council, not the Commission. Ms. Campbell said staff will work with the Commission if there is an initiative they wish to undertake. Commissioner Ryan said the problem arises when there is a disagreement. She further stated that is why the Committee has been unsuccessful moving forward with the Livability Principles and TOD. Ms. Campbell asked if the issue was whether to do it. Commissioner Ryan replied that Mr. McKinney did not want things to move forward because he was concerned about disrupting the UDO process. The Committee disagreed with that and would still like to move forward.

Chairperson Sullivan asked if staff disagreed with the Committee's objectives or with the process. Commissioner Nelson said she thinks it is both. She said the Committee thought that the TOD issues were urgent and needed to be addressed via a text amendment. Staff thought that pursuing a TOD text amendment would distract from the UDO process. The Committee developed a list of issues with the intent of saying to Council that the Committee thinks these are the critical concerns and creating an opportunity for Council to decide if they wanted to roll the TOD issues into the UDO, pursue a text amendment or some other alternative. The Committee was so lost in the "no" process it was difficult to figure out how to have the conversation with someone who has the authority to

make a clear decision. We certainly did not have the authority to make a clear decision or to give staff a clear directive.

Commissioner McMillan shared her frustration with the timeframe for the UDO process.

Commissioner Fryday gave an example of a commissioner who thinks that I-2 zoning is being lost in areas where it is needed. The commissioner has raised the issue several times. He asked where would the Commission go with a recommendation to carve out areas to preserve for I-2. He thinks there should be some process that allows the Planning Commission chairperson to attend a Council dinner meeting twice a year to share information.

Ms. Campbell stated that there is not a process in place but that the Commission could work through the City Manager's office. The City Manager's office is responsible for managing boards that report to Council. She explained that City Council is aligned with 40 or 50 boards and commissions. There is a desire for them to share some of their concerns with Council. It is the responsibility of the Manager's office to manage all those boards and commissions. She said the purpose of this meeting is to help with problem solving.

Commissioner Nelson said that the problem we are trying to solve is communication related to concerns and issues the Commission thinks are important. She asked how do we get better alignment between the Commission's priorities and staff's priorities. Ms. Campbell thinks the greatest opportunity afforded to this Commission and this community is the work on place types. Staff and the Commission needs to prioritize where they spend their time.

Planning Commission Chairperson Lathrop suggested developing ways to address situations like TOD. Ms. Campbell said that the TAP workshop in September is important because Council asked for it. She would like for the full Council to understand what the Planning staff and the Commission is undertaking regarding UDO and Place Types. Council wants to weigh in on whether you are headed in the right direction. There is a lot of work that has to be done educating Council.

Commissioner Ryan asked what process *The Winning City* document went through to become policy. Ms. Campbell explained that Council received information from a consultant and decided to use it to frame policy discussions and resource allocations. Commissioner Ryan said that the Committee would like to present ideas to Council in an organized way to begin a dialogue; it could be structured or not. They could let Council know their thoughts and go back later for action.

Ms. Campbell asked that the Planning Commission allow her to work with Mr. McKinney and the City's leadership on their desires. Chairperson Sullivan suggested that the Planning Committee formulate items for Ms. Campbell to present to Leadership. Chairperson Sullivan said that he thinks structure is extremely important and he would like to have a formal process in place to move items forward.

Meeting adjourned at 6:40 p.m.



**CHARLOTTE HISTORIC DISTRICT COMMISSION**  
**MEETING AGENDA – JUNE 14, 2017 ROOM 267 ON THE 2<sup>ND</sup> FLOOR.**  
**HDC WORKSHOP – 12:00 PM THE PUBLIC IS WELCOME TO ATTEND**

Attachment 5

**HDC WORKSHOP – 12:00 PM**

- ORGANIZATIONAL STRUCTURE
- DESIGN GUIDELINES
- OVERVIEW OF APPLICATIONS

**HDC MEETING: 1:00 – 7:00**

- CALL TO ORDER
- APPROVAL OF MARCH, APRIL, MAY MINUTES
- APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS

**TREE REMOVAL DEFERRED FROM MAY**

- |    |   |               |
|----|---|---------------|
| 1. | 1726 S. MINT STREET<br>CASE No. HDC <a href="#">2017-261</a><br>WILMORE<br>KIM FLOOD, APPLICANT | <b>DENIED</b> |
|----|---|---------------|

**DEMOLITION DEFERRED FROM MAY**

- |    |  |                  |
|----|--|------------------|
| 2. | 331 EAST BOULEVARD<br>CASE No. HDC <a href="#">2017-163</a><br>DILWORTH<br>ROB PRESSLEY, APPLICANT | <b>CONTINUED</b> |
| 3. | 600 WEST BOULEVARD<br>CASE No. HDC <a href="#">2017-296</a><br>WILMORE<br>JAMES SCRUGGS, APPLICANT | <b>CONTINUED</b> |

**CONTINUED**

- |    |  |                 |
|----|--|-----------------|
| 4. | 1816 WICKFORD PLACE<br>CASE No. HDC <a href="#">2016-324</a><br><b>NEW CONSTRUCTION</b><br>WILMORE<br>CRAIG CALCASOLA, APPLICANT | <b>APPROVED</b> |
|----|--|-----------------|

**PAINTED BRICK**

- |    |   |                  |
|----|---|------------------|
| 5. | 1714 S. MINT STREET<br>CASE No. HDC <a href="#">2017-306</a><br>WILMORE<br>KIM FLOOD, APPLICANT             | <b>CONTINUED</b> |
| 6. | 1211 E. WORTHINGTON AVENUE<br>CASE No. HDC <a href="#">2017-132</a><br>DILWORTH<br>MARC HUBERMAN, APPLICANT | <b>CONTINUED</b> |

**NEW CONSTRUCTION**

- |    |   |                  |
|----|---|------------------|
| 7. | 420 S. SUMMIT AVENUE<br>CASE No. HDC <a href="#">2017-355</a><br>WESLEY HEIGHTS<br>ALICIA WOLFORD ROSS, APPLICANT | <b>CONTINUED</b> |
|----|---|------------------|

**DEMOLITION**

- |    |   |                                       |
|----|---|---------------------------------------|
| 8. | 300 E. WORTHINGTON AVENUE<br>CASE No. HDC <a href="#">2017-351</a><br>DILWORTH<br>ALLEN BROOKS, APPLICANT | <b>365 DAY STAY OF<br/>DEMOLITION</b> |
|----|---|---------------------------------------|

**ADDITIONS**

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| 9.  | 716 W. KINGSTON AVENUE<br>CASE No. HDC <a href="#">2017-334</a><br>WILMORE<br>JENNIFER BENSON, APPLICANT | <b>DENIED</b>    |
| 10. | 1919 SPRINGDALE AVENUE<br>CASE No. HDC <a href="#">2017-328</a><br>DILWORTH<br>ALLEN BROOKS, APPLICANT   | <b>CONTINUED</b> |
| 11. | 528 EAST BOULEVARD<br>CASE No. HDC <a href="#">2017-362</a><br>DILWORTH<br>ALAN MCGILLIVRAY, APPLICANT   | <b>APPROVED</b>  |

**ACCESSORY BUILDINGS**

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| 12. | 1823 THOMAS AVENUE<br>CASE No. HDC <a href="#">2017-308</a><br>PLAZA MIDWOOD<br>ZEB MOSER, APPLICANT    | <b>DENIED</b>    |
| 13. | 1508 DILWORTH ROAD<br>CASE No. HDC <a href="#">2017-364</a><br>DILWORTH<br>AUDRY BARBER, APPLICANT      | <b>CONTINUED</b> |
| 14. | 324 GRANDIN ROAD<br>CASE No. HDC <a href="#">2017-337</a><br>WESLEY HEIGHTS<br>JOEL LASSITER, APPLICANT | <b>CONTINUED</b> |

**GUTTERS**

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| 15. | 229 N. CHURCH STREET<br>CASE No. HDC <a href="#">2017-184</a><br>FOURTH WARD<br>LONNIE COGGINS, APPLICANT | <b>APPROVED</b> |
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**FENCE**

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| 16. | 2021 DILWORTH ROAD W<br>CASE No. HDC <a href="#">2017-365</a><br>DILWORTH<br>ERIN JOHNSTON, APPLICANT | <b>DENIED</b> |
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# Charlotte-Mecklenburg Planning Commission

## Executive Committee Minutes

May 8, 2017 – 10:00 am

CMGC - Room 266

Attachment 6

Approved June 19, 2017

### Attendance

**Executive Committee Members Present:** Tony Lathrop (Chairperson), Mike Sullivan (Vice-Chairperson), Elizabeth McMillan, and Cozzie Watkins

**Other Commissioners Present:** John Fryday, John Ham, Dionne Nelson, Deb Ryan, and Bolyn McClung

Commissioner McMillan arrived at 10:12 am and left at 11:10 am.

Commissioner Ham left at 11:14 am.

**Guest Present:** Debra Campbell, Assistant City Manager

**Planning Staff Present:** Ed McKinney (Interim Planning Director) and Cheryl Neely

### Welcome & Introductions

The Chairperson called the meeting to order at 10:10 am, welcomed those present, and asked everyone to introduce themselves. He thanked everyone for attending this special called meeting on a short notice.

Vice-Chairperson Sullivan made a motion and Commissioner Watkins seconded the motion to suspend the rules and invite all Commissioners to sit at the table and participate in the discussion. The Commission voted unanimously to approve the motion and all Commissioners moved to the table and participated in the discussion.

### **Transportation and Planning Committee Follow-up**

The Chairperson said that the purpose of this special meeting is to follow-up on the vote last week at the Planning Commission's work session for him to request that City Council adopt the Livable City Policy Statement and consider the TOD Priorities recommendations.

Chairperson Lathrop complimented the Commission on their work on these two documents. He reminded the Commission that they were challenged at their 2015 Annual Retreat by former Mayor Dan Clodfelter, Mayor Pro Tem Lyles, and former City Manager Ron Carlee to be more proactive with bringing ideas to Council.

The Chairperson provided background information and explained the Commissioner's intentions for these documents. He said the Commission spent a lot of time working on the Livable City Policy, with Commissioner Ryan's lead. Half of the principles are found in the City's current policies. The Planning Committee reviewed the TOD ordinance, with staff's help and looked at ways to upgrade and refine the ordinance.

Chairperson Lathrop said he presented the Livable City Policy to the Transportation and Planning Committee (TAP) last year. The Committee thanked him and some of the Committee members reference the principles from time to time. Later that year, the Planning Committee worked on the TOD ordinance and he planned to present their recommendations at Council's retreat this year.

However, the retreat was in Raleigh and the TOD was not an appropriate agenda item. Chairperson Lathrop said both topics were presented to the TAP Committee in April. Afterwards, the Commission discussed the TAP Committee presentation and determined that it was not clear what the TAP Committee intends to do with the documents. Therefore, the Commission asked that the Chairperson send an email to Council asking them to adopt the Livable City Policy Statement and consider the TOD Priorities recommendations. He reported that Ms. Campbell, Assistant City Manager asked if the Commission could discuss this before sending the email to Council.

Chairperson Lathrop said he thinks this also pertains to the role of the Commission for other items such as the Unified Development Ordinance (UDO). The UDO is not coming to the Commission for action but more for information. He said that clarification is needed on the Commission's role in advising Council on policy.

Ms. Campbell thanked Chairperson Lathrop and Mr. McKinney for organizing the meeting. She explained that she is concerned because she wants the Commission and staff to be successful. Her concern is about the context for the Livable City Policy. She wants everything that they bring to Council to be impactful and informative. She heard from Mr. McKinney and Chairperson Lathrop that the Commission asked the Chairperson to send a letter to elected officials requesting that they take action on work that the Commission has done. She asked how the request for Council is framed and how it fits into the context of Council's priorities. Ms. Campbell wanted to know what Council is supposed to do with the information. She shared concern that some Council members will ask why they have not heard of the policy before and ask about the public engagement process.

Ms. Campbell further explained that Council is operating from a context of making Charlotte a winning city. She distributed the *Making Charlotte The Winning City* document and explained that part of Council's context for their work is their five focus areas, letter to the community and the 10 Traits of Winning Cities of Tomorrow. She suggested that before sending the Livable City Policy to Council, the Commission frame it with Council's priorities to help Council understand the context and framework. She thinks the Livable Cities Policy can relate to Council's priorities as well as connect to the Place Types and UDO work.

Ms. Campbell expressed concern about timing. Council's biggest priority is the budget. It is also election season and Ms. Campbell is concerned that the Commission may not get Council's full attention.

Ms. Campbell is also concerned about timing for the TOD Priorities. She thinks the work that the Commission did on the TOD priorities is really good work in framing and identifying issues. However, it is not in technical ordinance language yet and it has not been publicly vetted. She questioned whether this work should come out of the UDO process, since a major rewrite of the ordinance is underway. She suggested that the Commission consider how to explain why this comes first and if staff should be redirected to focus on TOD (outside of the UDO Process). The UDO process is going slow, the TOD process would make it slower. She asked if the two should be merged and TOD serve as an example of a form based district or place type to help people better understand the features and characteristics of a form based district and place type.

The Chairperson asked Ms. Campbell what she is specifically suggesting the Commission do at this time. Ms. Campbell said she is asking that the Commission not send a request for adoption to Council at this time. She thinks it should be put into a contextual framework for Council.

The Chairperson said a contextual framework can mean a number of different things and suggested that they discuss this further.

Ms. Campbell said she believes the contextual framework has to have a linkage to Council's priorities, explain how it fits with the priorities and why there is a need for an additional policy statement. She referenced the *Making Charlotte The Winning City* document.

The Chairperson said the Commission can include a succinct, well-reasoned, explanation of the context that addresses all of Ms. Campbell's concerns.

Ms. Campbell asked if this will include the Commission's public input process for these documents. She explained that the process for adopting public policy is to receive public input, go before the TAP Committee, and then to Council for adoption. She asked why the Commission feels this is necessary when this is essentially a compilation of already adopted policies. The Chairperson said he will address that later.

Chairperson Lathrop said he does not think the Commission has the authority and resources to run a public input process. He asked Ms. Campbell for thoughts on how the Commission can have a public input process. Ms. Campbell asked if the Commission is asking the Council to manage the public input process. The Chairperson replied yes, that could be one of several options. The Council could also delegate the public input process to staff or adopt it without a public input process. He said the Commission or someone else could do the public input process before or after sending it to Council.

Ms. Campbell reiterated her concern about the context. The Commission has to think about the end game. If the policy is adopted by Council, how will it be used. She is trying to better understand the utility and how it fits into current priorities as well as the work of the staff and the Commission. Secondly, most of the time when Council takes action there is public dialogue, unless it is administrative or operational. This is public development policy and it has a public input process.

The Chairperson said Ms. Campbell was raising substantive and procedural points. He said from a substantive point the Commission can explain how they would like to see this fit into the City's development policies. They can make a recommendation to Council. If the process is to get public input, the Commission can figure out a way to do that.

Chairperson Lathrop said he wanted to separate the discussion into substance and process. Ms. Campbell said that is difficult to do. The Chairperson said the Commission would like this to be part of the City's development policies. Ms. Campbell asked which development policies. The Chairperson replied the City's General Development Policies. He said that the discussion has not gotten that precise but the Commission can clarify that.

Ms. Campbell said that the preface to the Livable City Policy Statement reads “This policy statement is founded in the City’s **adopted** Centers, Corridors and Wedges Growth Framework, General Development Policies and area plans”. She said it is already in those documents. She asked what is the Commission asking Council to adopt that is different, since it is already in those documents. The Chairperson replied that it is a different way of organizing it and looking at it. He said that the Commission can articulate more precisely that they want it to be included in the City’s policies.

Ms. Campbell said since this conversation is difficult, imagine eleven elected officials receiving this information and discussing it. Commissioner Lathrop said they can do what they want with it. He said, as the Chairperson, he is caught in the middle. Ms. Campbell explained that she does not want Council to do what they want with it. She wants them to do what the Commission wants. She wants Council to do something that has true value and is impactful on the community. She does not want this to be procedural, but impactful. She suggested that the Commission truly think about what they are doing, the impact on the Community, and the appropriate mechanism that is a broader contextual framework to embed this in.

The Chairperson said that there are three options:

1. Do nothing.
2. Move forward as the Commission originally planned.
3. Tweak it, with Ms. Campbell’s suggestions, in a way that is acceptable to all.

The Chairperson said that since option 1 will not happen and Ms. Campbell is not in agreement with option 2, he suggested that they discuss how to move forward with the third option.

Mr. McKinney reiterated that his commitment to the Commission has been to ensure that the work on the Livable City Policy and the TOD priorities is incorporated into the UDO process. He asked if the issue is about the frustration with the pace of the UDO or if it is about communication with Council.

The Chairperson said that there are actually two options:

1. Continue on the present path.
2. Step off the present path and fold these back into the UDO process, which would allow for public input.

The Chairperson asked if staff is suggesting option 2. Ms. Campbell said that she wants the Commission to be successful and impactful and not think that the City Manager’s office is trying to tell the advisory board what to do. She said if the end game is to get Council’s attention around some good work that the Commission has done, they have more work to do. They need to frame the policy before sending the letter to Council. The Chairperson said he understands that it needs public input and be framed contextually before moving forward.

The Chairperson asked Commissioners to provide input.

Commissioner Watkins asked if the Commission should put the policy in context with Council's vision in phases. Ms. Campbell replied that the Commission has created a livable city policy statement that is essentially a summation of policy that Council has already adopted. She said the Commission needs to work on explaining why it is important for Council to take this policy and use it as a lens in decision making. This should include what kind of impact it will have on the City, why it is important and the impact that this has on the community.

The Chairperson said the Commission can formulate a very coherent statement suggesting what Council should do with the policy and how it fits into the context of existing City policies.

Ms. Campbell asked why does Council need to adopt something that has already been adopted. The Chairperson said the Commission can explain that.

Commissioner Fryday said there is not a process in place for how the Commission operates. He said they need to write a process for how the Commission functions to be successful. In regards to public input, he said that the Planning Commission's monthly meetings are open to the public and they are a public board appointed by 3 different bodies. He said the Commission represents the public and he does not think they need to get public vetting on their work.

Commissioner Fryday further explained that the Commission completed the Livable City Policies prior to the *Making Charlotte The Winning City* document. He said they preceded the document and some of their information meshes well, but they have a lot of homework to do.

Commissioner Nelson said they are debating a symptom rather than a fundamental problem. The Commission is trying to add value and trying to identify issues around Planning. She said that Livable Cities came out of the fact that they were talking about the UDO, but there was never a goal or vision for the UDO presented. They started having a conversation about the UDO process and the City's vision. The Livable Cities Policy was an attempt to synthesize some of the policies that exist and add others that were missing to set forth a vision for some of the new planning work taking place. The fundamental problem is a lack of communication. When the work was completed, the Commission did not know what to do with it. They are at the mercy of staff and what they choose to do with it. It was Mr. McKinney's vision for it to be incorporated into the UDO process. She asked how the Commission should move forward if they have a different opinion than staff and think their work should be considered in a different manner.

Commissioner Nelson said the same occurred for the TOD Priorities. As part of the UDO discussions, TOD and Pedestrian Overlay District (PED) consistently came up as pain points. The Commission tried to work with staff to analyze the TOD concerns and complaints. The Commission voted to have it presented to Council, but that did not occur for a year. There was an expectation that staff would have it move forward through to the TAP Committee and then to Council for them to decide what to do with it. It may seem arbitrary now, but part of the frustration is that when it was fresh and most relevant it was ignored and buried.

Commissioner Nelson said that at this time, she thinks Ms. Campbell's suggestion makes sense. She is even open to putting it on the side burner and incorporating it into the UDO. She asked about moving forward because the discussion has not been productive.

Ms. Campbell agreed. She said it was unfortunate that she was not a part of the Livable City Policy discussion. She would have challenged the Commission to use the framework when talking about Place Types and the UDO. She suggested that they now talk about how to move forward. She said the Interlocal Agreement is the framework for how the Commission operates.

Commissioner Fryday said the Interlocal Agreement is not specific. Ms. Campbell said that there is a document that identifies that policies go through a specific process for Council. Transportation and Planning related topics, issues, and concerns go to the TAP Committee and then go to Council for review and adoption. She explained that she became involved because as the Planning Department's representative from the City Manager's office, she wants to make sure the expectation and context is clearly articulated so the Commission is successful and effective.

Commissioner Ham asked for details on the engagement piece for moving forward. Ms. Campbell said the document essentially repeats and synthesizes already adopted policy. She asked what is the Commission asking Council to do differently from what has already been adopted and what is the public input process.

(Ms. Campbell left the room.)

The Chairperson said that the Commission can put this in context quickly. However, he has not received an answer from Ms. Campbell about public input. He said the Commission can come up with an answer.

Commissioner Ryan said that she defines success differently. She thinks as an advisory committee they should raise the issue with Council so that they can know what the Commission is doing.

The Chairperson said that the Commission can do a supporting statement that contextualizes the information and send it to Council.

(Ms. Campbell returned.)

The Chairperson asked Commissioner Ryan to restate her comment for Ms. Campbell.

Commissioner Ryan said that success for her is that they raise the issue to City Council and ask them to consider it as something important. If they think the public engagement process was inadequate, then they can ask staff to do the public input process. The Commission cannot direct staff. All they are asking is that Council hears what they have been thinking about and Council decides what to do about it.



Ms. Campbell asked Commissioner Ryan to clarify what issue the Commission is raising to Council. Ms. Ryan said it can be any issue that the Commission comes up with. Sometimes the Commission is in disagreement with staff and they want to know how to get their concerns to Council in a public setting so the public discussion can begin.

Vice-Chairperson Sullivan said that some of the processes are antiquated and they do not work any longer. He suggested that they establish a committee to study processes for moving things forward.

Commissioner Watkins asked if staff or Ms. Campbell will advise the Commission on moving forward. She asked if Council has found this helpful in the past and if they are amenable to looking at these things. Ms. Campbell said that the Commission needs to really think about the impact they want from Council as a result of whatever they would like for them to do with this. She expressed disappointment that the Commission wants the Council to do whatever they want with the information. She thinks they should be more intentional and say exactly what they are requesting from Council. However, she thinks it may be confusing to ask Council to adopt policies that are already adopted. She asked if the Commission would consider being very purposeful in statements in how they hope the policy will impact the community, help with decision making and how it links and connects to anything the Council is doing.

Commissioner Nelson said she appreciated the feedback and constructive criticism. She said that Ms. Campbell is the first set of eyes that looked at this. She agreed with Vice-Chairperson Sullivan. She thinks they need to take a step back and fix the process. Since so much time has passed since they did the analysis, they need help with moving forward.

Ms. Campbell said that she should have been more engaged and supportive since there was an interim director. Commissioner Nelson said the body of work has changed and become more challenging with the UDO process underway. Ms. Campbell said she will work with staff more on agenda topics for the Commission.

Commissioner Ryan suggested that the Livable City Policy and TOD be taken off the table. She said there is a very frustrated Commission. They are very interested in doing good and spending a lot of time doing good work. However, they are very frustrated that their work is not going anywhere and that this has been happening for a long time. She said the action has come about because the other alternatives have not worked. She asked what are we going to do right now to move forward.

Ms. Campbell suggested that they have a meeting to discuss concerns and issues. Commissioner Ryan said it is not that complicated. They just need to figure out their communication strategy. Ms. Campbell said she thinks it is more than communication. They need to figure out what they are communicating and to what end. Communicating with Council is different than bringing public policy to Council. She said that Chairperson Lathrop has spoken to Council about the Commission's support of the Transportation Action Plan, Charlotte WALKS, Charlotte BIKES, etc. which provided exposure for the Commission. She has talked to Mr. McKinney about having time on the Zoning Council meeting to share information about policy items such as this. This is different than bringing policy to Council and asking for adoption.

Commissioner McClung said he would like to move forward quickly with Livable Cities. He thinks the policy is very important and is necessary to help make a positive impact on the community. He said that lives are dependent on the policy.

The Chairperson asked for additional comments. He said there are two items before them:

1. The Livable City Policy and TOD
2. How we do things going forward

Chairperson Lathrop asked what they should do now. These items are related but are separate. He asked if they should talk about them at the next work session or start working on a contextual statement on the Livable City Policy and TOD.

Commissioner McClung said he would like to get it done sooner than later.

Commissioner Fryday said that the Communication Committee is working on the UDO Report and part of it is the livable city component. It can be rolled into the report. The Chairperson asked about the timing of the report. Commissioner Fryday said that a draft will be sent to the Commission before the next meeting so that they can get feedback at the meeting. It can be finalized by July and submitted along with the Commission's Annual Report.

Commissioner Watkins said that it should be connected to Council's Winning City priorities.

Commissioner Ryan said that the Commission clearly voted that the letter be sent, so it has to be sent. She said they need to decide on the tone and ask in the letter. They can be offered as discussion items that the Commission would like to see the Council direct staff on. By doing it this way, the Commission is asking for awareness and direction from Council. She thinks it is difficult to not send the letter.

Commissioner Nelson asked if the Executive Committee can take an action to delay the letter based on the additional context that was provided today. She is fine with not sending the letter. More importantly, she thinks its fine to roll it into the UDO Report. She proposed that the Planning Committee discuss this at their May 16 meeting and bring back a recommendation to the full Commission. She suggested that Ms. Campbell attend the Planning Committee meeting.

The Chairperson said there is a desire to build out the context, explain it more. The question is whether to do it soon or in June/July with the UDO Report.

Chairperson Lathrop asked Commissioner Ryan if that is soon enough for her. Commissioner Ryan said that they have been directed by the Commission to write a letter and the Commission is agitated. The Chairperson asked again if June/July would be soon enough for her. She responded no, she thinks the letter should be sent sooner.

Commissioner Watkins said that they need to take into consideration that they have new information. She thinks the Commission will lose leverage and it will not be as impactful if it is not put into context.

Commissioner Ryan asked if that can be done in June.

Commissioner McClung said that for the past 5 years, there have been several incidents in the community and the longer they wait to send the letter, they are going to have to change it to address public events that are coming up this summer.

The Chairperson asked for suggestions for ways to reach a decision on when to do this.

Commissioner Fryday said since they will have draft reports to review in June, can this be a part of that review process in June. The Chairperson asked if Commissioner Ryan was ok with this recommendation. She replied yes.

The Chairperson asked that they circulate a contextual statement before the June meeting and it can be included in the report later.

Vice-Chairperson Sullivan said the Planning Committee can discuss a process for getting information to Council. He will coordinate with Mr. McKinney and make sure this is on the Planning Committee's May 16 agenda.

### **Adjournment**

The meeting adjourned at 11:45 am.



**Executive Committee Minutes**

**May 15, 2017 – 4:00 pm**

**CMGC - Room 266**

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**Attendance**

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

**Absent:** Elizabeth McMillan

**Other Commissioners Present:** John Fryday

**Planning Staff Present:** Ed McKinney (Interim Planning Director) and Cheryl Neely

**Welcome & Introductions**

The Chairperson called the meeting to order at 4:12 pm, welcomed those present, and asked everyone to introduce themselves.

**Approval of Minutes**

A motion was made by Vice-Chairperson Sullivan and seconded by Commissioner Watkins to approve the April 17, 2017 minutes. The vote was unanimous to approve the minutes.

**Follow –up Agenda Items**

**Livable City Principles & Transit Oriented Development (TOD)**

Chairperson Lathrop said that the consensus from the May 8, 2017 special Executive Committee meeting was that the Communication Committee will draft the message to help give context to the Livable City Principles and the TOD Priorities for Council. The Commission will review the draft before it is sent to Council. The Chairperson said it will be sent to the Commission the week before the June work session to allow ample time for review. The Commission will ratify it at the work session and then forward it to Council.

Commissioner Fryday replied that they are working on drafting the communication.

Vice-Chairperson Sullivan asked if the Chairperson was referring to the Annual Report. Chairperson Lathrop replied no. He explained that the Annual Report is separate. Commissioner Fryday said that he will draft the letter and send it to the Chairperson for review.

Mr. McKinney asked if the Unified Development Ordinance (UDO) Report and the Annual Report are one document. Commissioner Fryday said the Communication Committee is actually working on three documents: The Annual Report, UDO Report (as voted on by the Commission), and the follow-up communication from the special Executive Committee meeting. The Annual Report is simple and the Chairperson has asked the Communication Committee to follow-up from the special Executive Committee meeting. The UDO Report is more complicated and may not be completed as quickly as the others.

Mr. McKinney asked if staff could help with the Annual Report. He suggested that the conversation from the special Executive Committee meeting about the context for the request to Council be included in the Annual Report.

Commissioner Fryday said that he developed an outline for the Annual Report by reviewing the meeting minutes from the past year. However, he needs to research the rezoning petition data for the Annual Report.

Mr. McKinney said that based on the conversation at the special Executive Committee meeting, the goal is to make sure that context is provided for the Livable City Policy and the TOD Priorities narrative as well as the Annual Report. He said that staff can gather the rezoning data and help with the Annual Report. This will allow the Commission to receive the draft report prior to the June work session and be prepared to take action at the meeting.

Commissioner Fryday said it would be great if staff could help with the Annual Report. He will coordinate with staff and send the outline that the Communication Committee has drafted to Mr. McKinney.

The Chairperson asked Commissioner Fryday to send him a draft of the cover letter to Council and asked if the cover letter will also accompany the Annual Report.

Mr. McKinney proposed that all information be packaged as one document, which is the Annual Report. He thinks this is better than sending multiple documents and will help put the Commission's work into context.

Chairperson Lathrop asked if the Livable City Policy, TOD Priorities and contextual statement will be attached to the Annual Report.

Mr. McKinney said that if it is one document, the first portion can focus on what is most important to the Commission and the second portion can include data. The narrative of the Annual Report can include the full weight of what the Commission wants to communicate to Council. He thinks it may be more impactful if it is included in the Annual Report instead of a separate email or letter to Council.

The Chairperson asked if Mr. McKinney is suggesting that the Livable City Policy and TOD Priorities be included in the Annual Report. Mr. McKinney replied that is correct. Chairperson Lathrop said he understood.

Commissioner Watkins asked if the narrative of the Annual Report will provide context and address the importance of what the Commission is sending Council.

Mr. McKinney replied yes. The first part will include a letter from the Commission announcing the Annual Report and providing the context of the importance of why the Commission wants to talk about the two major items that they worked on (Livable City Policy and TOD Priorities). The letter will explain why these documents are important and include the context language. Since the Livable City Policy and TOD Priorities will accompany the Annual Report, the letter is really the context for all three documents.

Chairperson Lathrop said there are really four components: 1) Annual Report; 2) Contextual message about the Livable City Policy and TOD Priorities; 3) Livable City Policy; and 4) TOD Priorities.

Since the message will be the same whether they are separate or together, he is fine with having one document (especially if the Commission is fine with doing this).

Chairperson Lathrop asked the other Commissioners for their thoughts. Vice-Chairperson Sullivan said that he does not think Council will be confused. They will understand it either way. However, he is fine with it being in one document. Commissioner Fryday said he thinks it is appropriate to be combined with the Annual Report.

Mr. McKinney said his goal is to make sure the Annual Report is drafted and the Commission can decide whether to couple it with the other items.

The Vice-Chairperson asked if they can review the information prior to the June work session. The Chairperson replied yes.

#### **Future Work Session Agenda Items/Approval of the July Work Session Agenda**

The Commission reviewed the future work session agenda items list. Chairperson Lathrop said the UDO is an ongoing agenda item. He asked for other agenda item suggestions for the June work session.

Vice-Chairperson Sullivan suggested that the Commission receive an update on the Eastland Redevelopment initiative. Commissioner Watkins agreed that timing may be good for a presentation on Eastland. She suggested inviting Council member Ajmera to the meeting.

Chairperson Lathrop said the Committee discussed inviting the City Manager to a work session. Commissioner Watkins said it may be appropriate for the June meeting.

The Chairperson asked if the agenda should consist of the UDO Update and the other items that the Committee discussed, such as the next steps for the Livable City Policy and the TOD Priorities. Mr. McKinney reminded the Committee that they will discuss and take action on the Annual Report at the June meeting. The Chairperson said the Annual Report discussion could take the majority of the agenda. He asked if they should just have the UDO Update and Annual Report on the agenda and move Eastland to the July agenda.

Commissioner Watkins expressed concern about placing Eastland on the July agenda. She said a lot of work is underway with Eastland and she thinks it needs to come to the Commission sooner. Vice-Chairperson Sullivan said he thinks they should at least mention that the Eastland Redevelopment initiative is underway and the Commission will receive an update at a future meeting. The Chairperson said he will announce this as part of the Communication from Chairperson Report. He asked staff to remove the FY17 Action Plan from the agenda.

The Committee agreed that the Annual Report will be the major policy agenda item.

Cheryl Neely asked if the elections of officers should occur at the beginning of the meeting or near the end. The Chairperson said he would prefer to have the elections at the beginning of the meeting just in case some Commissioners need to leave early.

**Approve the July and August 2017 Meeting Schedules**

Ms. Neely noted that the July work session is the day before the July 4<sup>th</sup> holiday. She asked if the Commission would like to reschedule the meeting to July 10<sup>th</sup>. The Committee agreed to move the meeting to July 10<sup>th</sup>.

Chairperson Lathrop asked staff to add the July 27<sup>th</sup> UDO Advisory Committee meeting to the calendar.

**Adjournment**

The meeting adjourned at 4:31 pm.



**Transportation & Planning Committee Report  
for Monday, June 12, 2017  
2:00 – 3:30 p.m.  
Charlotte-Mecklenburg Government Center-Room 280**

**Committee Members:** Vi Lyles, Chair  
Dimple Ajmera  
Patsy Kinsey  
Greg Phipps  
Kenny Smith

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

**I. Connectivity Policy – 45 minutes**

*Resources:* Tracy Newsome, Transportation  
Shannon Frye, Planning

Staff will describe the role that connectivity plays in creating a city of vibrant neighborhoods and transportation choices. Staff will then provide an overview of current policies and regulations that address connectivity as required by the City of Charlotte's Subdivision Ordinance and other policy documents.

*Action: For information only*

***JBf report-*** The presentation by CDOT and Planning was excellent, and I sent to each PC member the link to the Powerpoint slides.

That link is <http://charlottenc.gov/CityCouncil/focus-areas/TransportationFocusArea/June%202012,%202017%20Connectivity%20Presentation.pdf>

The presentation explained the importance of connectivity, and gave a brief history of how we have lost that over time after WWII with the move to the suburbs. It made a strong case for returning to 'connectivity' to ease traffic, increase walkability, and knit neighborhoods together.

Much discussion centered around when and how to allow variances, as it was expressed that not all 'connections' work for all streets in all neighborhoods ( and there is pressure on the elected officials and zoning committee to not open or connect streets in some rezonings) Staff will examine the criteria statements.

In my opinion, this is the type of presentation the citizens should be able to see on the GOV channel--very informative.

**II. Topics Schedule – 5 minutes**

Topic	Meeting Date	Lead Department	Full Council
Vision Zero Traffic Safety Policies/Programs <ul style="list-style-type: none"> <li>Traffic Calming</li> <li>Red light Program</li> </ul>	September	CDOT	
Transportation Action Plan (TAP) Implementation	On-going as needed	CDOT	
Charlotte Place Types and Unified Development Ordinance (UDO)	On-going as needed	Planning	
Permitting and Inspection Process Review	On-going as needed	Manager's Office	
Uptown Connects	Post-Committee	CDOT	June 12 Dinner Briefing
Parkwood and The Plaza	Post-Committee	CDOT	June 12 Dinner Briefing

**Next Scheduled Meeting:** September 11, 2017 at 2:00 p.m.





600 East Fourth Street  
Charlotte, NC 28202  
704-336-2205  
www.crtpo.org

TO: CRTPO Delegates & Alternates  
FROM: Robert W. Cook, AICP  
CRTPO Secretary  
DATE: June 15, 2017

**SUBJECT: June 2017 Meeting  
Charlotte Regional Transportation Planning Organization  
Wednesday, June 21, 6:00 PM**

The June 2017 meeting of the Charlotte Regional Transportation Planning Organization (CRTPO) is scheduled for Wednesday, June 21, 2017.

The meeting will begin at 6:00 PM and will be held in Room 267 of the Charlotte-Mecklenburg Government Center, 600 E. Fourth St., Charlotte.

An education session will not be held before this meeting.

#### **Agenda Packet Update**

The agenda packet includes the Technical Coordinating Committee's May minutes. Chairman Taylor instructed staff to add the TCC's most recent approved meeting minutes to all future board agenda packets.

#### ***Accessing the Charlotte-Mecklenburg Government Center***

*The Charlotte-Mecklenburg Government Center is located at 600 E. Fourth St. (corner of Fourth and Davidson streets) in uptown Charlotte. Parking is available in the Government Center parking deck located on Davidson St. between Third and Fourth streets; on-street parking is also available.*

*There are two ways to enter the Government Center. Enter via the large staircase on the Davidson St. side or through the plaza entrance facing E. Fourth St. (This is a handicapped accessible entrance.) Once inside the building, security staff will assist you to Room 267.*

#### **Non-Discrimination Policy**

It is the policy of the Charlotte Regional Transportation Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.

## Acronyms

BOT	Board of Transportation
CATS	Charlotte Area Transit System
CDOT	Charlotte Department of Transportation
CMAQ	Congestion Mitigation & Air Quality
CMGC	Charlotte-Mecklenburg Government Center
CMP	Congestion Management Process
CRAFT	Charlotte Regional Alliance for Transportation
CRTPO	Charlotte Regional Transportation Planning Organization
CTP	Comprehensive Transportation Plan
DAQ	Division of Air Quality
EJ	Environmental justice
EPA	Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GCLMPO	Gaston, Cleveland, Lincoln Metropolitan Planning Organization
GIS	Geographic information system
ITS	Intelligent transportation systems
LAP	Locally administered projects
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NAAQS	National Ambient Air Quality Standards
NCAMPO	North Carolina Association of Metropolitan Planning Organizations
NCDOT	North Carolina Department of Transportation
NCDOT-PTD	North Carolina Department of Transportation – Public Transportation Division
NCDOT-TPB	North Carolina Department of Transportation – Transportation Planning Branch
NCTA	North Carolina Turnpike Authority
P5.0	Prioritization 5.0
PIP	Public Involvement Plan
PL	Planning funds
POC	Project Oversight Committee
SIP	State Implementation Plan (for air quality)
SPOT	Strategic Planning Office of Transportation
STBG-DA	Surface Transportation Block Grant Program-Direct Attributable
STIP	North Carolina State Transportation Improvement Program
TAP	Transportation Alternatives Program
TCC	Technical Coordinating Committee
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
TMA	Transportation Management Area
UPWP	Unified Planning Work Program
UZA	Urbanized area

[Click here](#) to view the 2016 Delegates Handbook to view the Glossary of Terms & Acronyms.

# Charlotte Regional Transportation Planning Organization

June 21, 2017

Room 267, Charlotte-Mecklenburg Government Center

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## 6:00 PM Meeting Agenda

1. **Call to Order** Jim Taylor
2. **Adoption of the Agenda** Jim Taylor
3. **Public Comment Period** Jim Taylor  
*MPO bylaws limit the comment period to 20 minutes.*
4. **Ethics Awareness & Conflict of Interest Reminder** Jim Taylor
5. **Approval of Minutes** Jim Taylor  
*ACTION REQUESTED: Approve the May 2017 meeting minutes as presented.*  
  
*ATTACHMENT: Draft May 2017 minutes.*
6. **2017 STBG-DA Recommended Project List** Bill Coxe  
*ACTION REQUESTED: Approve the STBG-DA project list.*  
  
*TCC RECOMMENDATION: At its June meeting, the Technical Coordinating Committee unanimously recommended that the board approve the project list.*  
  
*BACKGROUND: See the attached memorandum.*  
  
*ATTACHMENTS: Memorandum and recommended STBG-DA project list.*
7. **Transportation Improvement Program** Neil Burke
  - a. **2018-2027 TIP Adoption Process Update**  
*ACTION REQUESTED: FYI*  
  
*BACKGROUND:*
    - An updated schedule for CRTPO's TIP adoption process will be presented as a result of the NC Board of Transportation's two-month delay in adopting the 2018-2027 STIP from June until August.
    - See the attached memorandum for additional information.  
*ATTACHMENT: Memorandum.*
  - b. **2020-2029 TIP Development Process (NCDOT Prioritization 5.0)**  
*ACTION REQUESTED: FYI*  
  
*BACKGROUND:*
    - CRTPO's participation in NCDOT Prioritization 5.0 will develop the 2020-2029 Transportation Improvement Program.
    - Participation in the Prioritization 5.0 process will begin in July with the development of lists of potential projects of all modes for submittal.

- CRTPO will need to adopt a list of projects and submit them to the NCDOT database by the end of September for scoring in Prioritization 5.0.
- A schedule of upcoming actions regarding NCDOT Prioritization 5.0 will be presented.

**8. 2045 Metropolitan Transportation Plan**

Robert Cook

*ACTION REQUESTED: FYI*

*BACKGROUND:*

- An update on the preparation of the 2045 MTP will be provided.
- The board will be presented with a draft fiscally-constrained roadway project list at its July meeting.
- [Click here](#) to view information related to the ongoing roadway project ranking process.

**9. Catawba Crossings NC Route Designation Resolution**

Robert Cook

*ACTION REQUESTED: FYI*

*BACKGROUND:*

- The Gaston-Cleveland-Lincoln MPO (GCLMPO) has requested that the CRTPO consider adopting a resolution supporting assigning a NC highway route designation to the Catawba Crossings project.
- An NC route designation will allow the project to be assessed as a regional facility.
- The project runs from NC 279 in Gaston County to I-485 in Mecklenburg County, and its potential alignment is similar to the Garden Parkway.
- The project is included in the Highway element of the CTP and is classified as a Boulevard.

*ATTACHMENTS: GCLMPO resolution and map.*

**10. FTA Section 5310 TIP Amendments**

David McDonald

*ACTION REQUESTED: FYI*

*BACKGROUND:*

- The Federal Transit Administration (FTA) provides funds to urbanized areas to support enhanced mobility for senior citizens and individuals with disabilities. The program that provides the funds is found in Section 5310 of the United States Code.
- The Charlotte Area Transit System (CATS) is the designated recipient of Section 5310 funds allocated to the Charlotte urbanized area (UZA) and recently completed a project solicitation and selection process.
- A draft project list is included in the agenda packet and includes projects from throughout the CRTPO planning area.
- The action will result in the Transportation Improvement Program (TIP) being amended to include the projects recommended for funding. Action to amend the TIP will be requested at the July meeting.
- [Click here](#) for more information about the Section 5310 program.

*ATTACHMENT: Recommended project list.*

**11. Livestreaming CRTPO Meetings**

Robert Cook

*ACTION REQUESTED: FYI*

*BACKGROUND:*

- *At the conclusion of the April meeting, Richard Helms requested staff to examine the possibility of livestreaming CRTPO meetings.*

**12. Upcoming Agenda Items**  
*ACTION REQUESTED: FYI*

Robert Cook

*BACKGROUND: Review of items that will appear on future agendas.*

**13. Adjourn**





**CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION**  
**Charlotte-Mecklenburg Government Center, Room 267**  
**May 17, 2017 Meeting**  
**Summary Minutes**

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**Members Attending:**

Vi Lyles (Charlotte), Michael Miltich (Cornelius), Rob Kidwell (Huntersville), Michael Alvarez (Indian Trail), Jeff McNeely (Iredell County), Carl Ellington (Mint Hill), Jack Edwards (Pineville), Michael Johnson (Statesville), Richard Helms (Union County), James Warner (Waxhaw), Scott Buzzard (Weddington), Tony Lathrop (NCBOT-At Large)

**Non-Voting Members Attending:**

Elizabeth McMillan (Charlotte-Mecklenburg Planning Commission), Jim Walker (NC Turnpike Authority)

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**1. Call to Order**

Vice-Chairman Michael Johnson called the May 2017 CRTPO meeting to order at 6:05 PM.

**2. Adoption of the Agenda**

Summary:

Vice-Chairman Johnson asked if there were items to be added to the agenda or changed. No changes were identified.

Motion:

Rob Kidwell made a motion to adopt the agenda as presented. Mayor Edwards seconded the motion. Upon being put to a vote, the motion to adopt the agenda was approved unanimously.

**3. Public Comment Period**

There were no public comments.

**4. Ethics Awareness & Conflict of Interest Reminder**

Mr. Cook read the ethics awareness and conflict of interest reminder. No conflicts were identified.

**5. Approval of Minutes**

Summary:

Vice-Chairman Johnson requested action on the April 2017 meeting minutes.

Motion:

Jeff McNeely made a motion to approve the April 2017 meeting minutes as presented. Mr. Kidwell seconded the motion. Upon being put to a vote, the April 2017 meeting minutes were unanimously approved.

**6. I-77 Express Lanes Contract**

Presenter:

Beau Memory, NC Turnpike Authority  
Jim Taylor, Mercator Advisors

Summary:

Beau Memory, Executive Director of the NC Turnpike Authority stated that the purpose of the presentation was to keep the board informed of the progress of the review of the I-77 express lanes contract. Jim Taylor of Mercator Advisors was introduced by Mr. Memory. Mr. Taylor provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation focused on the public input received thus far in the review process. The major themes of the input were reviewed, along with suggestions on how to improve the project. Mr. Taylor also discussed factors that need to be considered when evaluating the suggested changes. Next steps were reviewed. A draft findings report is tentatively scheduled to be presented to the board at its July meeting. No questions were raised by the board.

## **7. Transportation Alternatives Program (TAP) TIP Amendment**

### Presenter:

Robert Cook

### Summary:

Mr. Cook provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval of a TIP amendment to program Transportation Alternative Program (TAP) funds for the South Fork Crooked Creek greenway project (TIP # EB-5723) in Indian Trail. This project was endorsed by the board at the April meeting when the other TAP projects were endorsed, however, the TIP amendment could not be pursued due to the need to work out several details. The CRTPO, NCDOT and the Town of Indian Trail resolved those issues and the TIP can be amended. The TCC unanimously recommended that the request be approved.

### Motion:

Mr. Kidwell made a motion to amend the TIP as presented. Richard Helms seconded the motion. Upon being put to a vote, the motion was approved unanimously.

## **8. Draft 2018-2027 Transportation Improvement Program**

### Presenter:

Neil Burke

### Summary:

Mr. Burke provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval to start a 30-day public comment period on the draft 2018-2027 TIP, 2040 Metropolitan Transportation Plan (MTP) amendments made necessary by TIP changes, and the required air quality conformity determination. The comment period will begin on June 19 and conclude on July 19. Mr. Burke stated that the MTP amendments fall into three categories: adding projects funded in the TIP that are not currently in the MTP; adjusting project MTP horizon years due to TIP schedule changes; correcting or changing project details. The Clean Air Act requires air quality conformity determinations in areas classified as Non-Attainment or Maintenance of air quality standards.

### Motion:

Mr. Helms made a motion to approve the start of a public comment period as requested. Michael Miltich seconded the motion. Upon being put to a vote, the motion was adopted unanimously.

## **9. Independence Pointe Parkway CTP Alignment Modification**

### Presenter:

Kathi Ingrish, Town of Matthews

### Summary:

Ms. Ingrish provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval to start a public comment period concerning proposed changes to the alignment of Independence Pointe Parkway in Matthews. An alignment shift is needed to because the alignment on the CTP does not best serve the affected parcels and crosses I-485 at a poor location. In addition, Ms. Ingrish listed several benefits that would result from a new alignment. The TCC unanimously recommended that the board approve Matthews' request. The board posed questions to Ms. Ingrish following the presentation, and following a discussion about the proposed start and end dates, it was determined that the comment period should start on May 25 and conclude on June 25.

### Motion:

Dr. Miltich made a motion to approve the opening of the comment period and to extend it to June 25. Mr. Helms seconded the motion. Upon being put to a vote, the motion was adopted unanimously.

**10. 2017 STBG-DA Recommended Project List**

Presenter:

Bill Coxe, TCC Vice-Chairman

Summary:

Mr. Coxe provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to update the board on the development of the Surface Transportation Block Grant-Direct Attributable (STBG-DA) project list in advance of requesting board action to approve a project list in June. It was noted that there was minor error in the project list affecting two projects: NC 200 & NC 522 roundabout and New Town Road & Marvin Road roundabout. Ten points were not applied to each project in the Adopted Plans category. Those points have since been applied, but did not result in a change to the overall project rankings. Funding was discussed-\$29.1 million is available in FY 2021. The recent effort to update the project selection process was reviewed, including the board-approved update to the criteria. The project selection process was overseen by the Project Oversight Committee. The POC's recommendations were reviewed. Mr. Coxe also stated that several projects are not currently eligible for federal funding because they are not part of the federal-aid system. The affected projects are: NC 51 & Johnston Drive Realignment to Church St.; Bethlehem Road Realignment; Lytton St. Connector; Bailey Road Extension. The POC has recommended giving the sponsors of these projects one year to determine how these projects can become eligible to receive federal funds.

**11. 2045 Metropolitan Transportation Plan**

Presenter:

Robert Cook

Summary:

Mr. Cook provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to update the board on the development of the 2045 MTP, specifically the roadway ranking process. The roadway ranking methodology was reviewed, along with the projected revenue expected to be available. The ranking methodology is divided into two tiers. An ad hoc Roadway Ranking Review Committee is responsible for reviewing the Tier I results and will assist in applying the Tier II scores. 288 projects were submitted for consideration, and of that number, 131 will move from Tier I to Tier II for further consideration. Roadway ranking information, including project scores, is posted on the MTP website: 2045MTP.org.

**12. Upcoming Agenda Items**

Presenter:

Robert Cook

Summary:

Mr. Cook stated that there would be at least one action item on the June agenda: STBG-DA project list. Also, the Gaston, Cleveland, Lincoln MPO requested that the CRTPO consider adopting a resolution to support placing a NC highway designation on the Catawba Crossings project. This project was formerly identified as the Garden Parkway when it was a toll project.

**13. Adjourn**

The meeting adjourned at 7:07 PM.



TO: MPO Delegates and Alternates  
FROM: Bill Coxe  
TCC Vice-Chair  
DATE: June 15, 2017

**SUBJECT: 2017 STBG-DA Recommended Project List**

**ACTION REQUESTED:** Approve the 2017 STBG-DA recommended project list. The TCC unanimously recommended the approval of the STBG-DA project list at the June 1 meeting.

**BACKGROUND:**

- The STBG-DA funds are directly allocated to MPOs that are designated as ‘Transportation Management Areas’ with a planning area population of greater than 200,000 residents. These funds can be used to fund a variety of projects within the roadway, bicycle and pedestrian, transit, and rail modes. [Fixing America’s Surface Transportation \(FAST\) Act](#) changed the name of STP-DA to Surface Transportation Block Grant – Direct Attributable (STBG-DA) funds.
- There is currently \$29.1 million in STBG-DA funds available for allocation in FY 2021 of CRTPO’s TIP.
- CRTPO approved project selection criteria revisions and funding targets during its January 2017 meeting.
- A 60-day call for projects was held and 27 roadway and bicycle and pedestrian project submittals were received totaling over \$41 million in STBG-DA requested funds.
- The TCC, with the assistance of the Project Oversight Committee (POC) reviewed STBG-DA criteria scores and has recommended a draft project list.

**PROJECT SCORING ERROR CORRECTION:**

- Staff discovered an error in the requested STBG-DA funding amount for the New Town Road and Waxhaw Indian Trail Road roundabout in Union County following the presentations to the TCC and MPO during the May meetings.
  - The initial requested amount was \$714,780; however, in adding the preliminary engineering, right-of-way and construction costs the actual requested amount should be \$880,745.
  - The additional \$165,965 was subtracted from the unobligated STBG-DA balance reducing it from \$845,349 to \$679,384.
  - The additional requested STBG-DA amount lowered the project score, however it is still being recommended for funding based upon the recommendation to allocate up to \$9.4 million to small roadway projects.

**STBG-DA FUNDS AND FEDERAL AID SYSTEM REQUIREMENT**

- Roadway projects must be included on FHWA’s federal aid system map to be considered eligible for STBG-DA funding.
- The following projects must be approved by FHWA and NCDOT for addition to the federal aid system map in order to be eligible for STBG-DA funding:
  - Bailey Road extension project (Cornelius)
  - NC 51 & Johnston Drive Re-Alignment to Church Street (Pineville)

- Bethlehem Road Re-Alignment (Statesville)
  - Lytton Street Connector (Troutman)
- It is the responsibility of the local project sponsor to work with the NCDOT-Transportation Planning Branch and FHWA to identify the necessary steps to add these projects within the next year if the MPO approves the projects.
  - CRTPO will re-appropriate the STBG-DA funding for these projects if it has been determined that the project is not eligible for addition to the federal aid system or if the local project sponsor has not worked with FHWA and NCDOT to make a determination of the project is eligible within one year of the MPO adoption of the project list.

**INFORMATION REPORTS & TCC RECOMMENDATION:**

- Information reports were given during May TCC and MPO meetings regarding the STBG-DA recommended project list and no comments were received during either presentation.
- The TCC unanimously recommended the STBG-DA project list during the June 1 meeting.

**TIP & 2040 MTP AMENDMENTS:**

- The projects selected by CRTPO for STBG-DA funding will need to be added to the TIP in a future action of the CRTPO.
- Staff is determining if any MTP amendments will be required in order for the projects to be added to the TIP. If so, those amendments will also be developed for action.

STBG-DA ROADWAY PROJECTS

Sorted Score Order	Project Information			Local Commitment			System Benefit				TOTAL Score (80)	Total Requested STBG-DA Funding	Total Project Cost	% Match	Recommend
	Name of Project (corridor, cross-street)	Municipality (Project Manager)	Problem Statement	Adopted Plans (10)	Other Funding (up to 25)	Lost Opportunity (5)	NCDOT Safety Score Scaled (10)	Congestion Score Scaled (15)	Cost Effectiveness Scaled (15)	Total System Benefit Score					
1	Gilead Road Widening (McCoy Road to Wynfield Creek Pkwy)	Huntersville	x	10	25	0	6.7	14.69	4.04	25.42	60.42	\$3,100,000	\$6,300,000	51%	x
2	NC 51 Access Management Improvements (Park Rd - Carmel Rd)	Pineville (NCDOT)	x	10	15	0	6.7	13.91	5.23	25.83	50.83	\$2,000,000	\$4,000,000	50%	x
3	NC 51 & Johnston Drive Re-Alignment to Church Street	Pineville	x	0	25	0	6.7	8.19	9.73	24.62	49.62	\$1,175,000	\$2,610,000	55%	x*
4	Bethlehem Road Realignment (W. Aviation Dr - Lowes Aviation Dr)	Statesville	x	10	25	0	6.7	0.78	3.82	11.30	46.30	\$2,550,000	\$5,100,000	50%	x*
5	Bailey Road Extension (Poole Place Drive-US 21)	Cornelius	x	10	25	0	4.4	3.77	2.81	10.98	45.98	\$3,521,262	\$7,186,205	51%	x*
6	NC 16 (Providence Road)/Gray Byrum Road Intersection Improvements	Waxhaw	x	10	10	0	6.7	13.67	3.84	24.20	44.20	\$2,410,500	\$3,214,000	25%	x
7	Catawba Avenue & Torrence Chapel Road/Liverpool Parkway Intersection Improvements	Cornelius	x	10	10	5	5.0	10.21	2.92	18.13	43.13	\$3,156,250	\$10,875,000	25%	
8	NC 16 (Providence Road)/Bonds Grove Road Intersection Improvements	Waxhaw	x	10	10	0	3.3	15.00	4.61	22.91	42.91	\$1,903,500	\$2,538,000	25%	
9	NC 200 & NC 522 Roundabout	Union County (NCDOT)	x	10	10	0	6.7	4.20	4.69	15.59	35.59	\$1,021,287	\$1,399,024	27%	
10	Kensington Drive Widening (NC 16 to Sunset Hill Road)	Waxhaw	x	10	10	0	4.4	5.72	3.64	13.76	33.76	\$1,895,700	\$2,527,600	25%	

TOTAL Requested STBG-DA Funding for Roadway Project Submittals												\$22,733,499
Approved Funding Target for STBG-DA Roadway Projects												\$12,900,000
Adjusted Funding Target for STBG-DA Roadway Projects												\$15,105,673
Total Recommended Roadway STBG-DA Project Funding												\$14,756,762
STBG-DA Roadway Funds Remaining												\$348,911

STBG-DA SMALL ROADWAY PROJECTS

Sorted Score Order	Project Information			Local Commitment			System Benefit				TOTAL Score (80)	Total Requested STBG-DA Funding	Total Project Cost	% Match	Recommend
	Name of Project (corridor, cross-street)	Municipality (Project Manager)	Problem Statement	Adopted Plans (10)	Other Funding (up to 25)	Lost Opportunity (5)	NCDOT Safety Score Scaled (10)	Congestion Score Scaled (15)	Cost Effectiveness Scaled (15)	Total System Benefit Score					
1	Lytton Street Connector (Wagner Street - Church Street)	Troutman	x	10	15	0	5.0	11.23	15.00	31.23	56.23	\$629,886	\$912,878	31%	x*
2	Potter Road & Wesley Chapel Road Roundabout	Wesley Chapel (NCDOT)	x	10	15	0	5.0	7.69	11.17	23.87	48.87	\$773,099	\$1,310,338	41%	x
3	New Town Road & Marvin Road Roundabout	Marvin (NCDOT)	x	10	15	0	3.3	7.24	10.02	20.56	45.56	\$661,695	\$1,102,826	40%	x
4	NC 200 & Old Charlotte Highway Intersection Improvements	Monroe (NCDOT)	x	0	15	0	6.7	12.53	8.51	27.74	42.74	\$921,702	\$1,536,171	40%	x
5	Weddington-Matthews Road & Tilley Morris Road Roundabout	Weddington (NCDOT)	x	0	15	0	6.7	7.70	8.87	23.26	38.26	\$759,730	\$1,102,870	31%	x
6	Chestnut Lane & Weddington-Matthews Road Roundabout	NCDOT	x	10	0	0	3.3	8.19	9.54	21.03	31.03	\$876,844	\$1,096,055	20%	x
7	Davidson-Concord Road & Robert Walker Drive Roundabout	Davidson	x	10	0	0	6.7	6.36	5.29	18.35	28.35	\$998,931	\$1,261,164	21%	x
8	New Town Road & Waxhaw-Indian Trail Road	NCDOT	x	0	0	0	6.7	3.82	2.74	13.25	13.25	\$880,745	\$1,100,931	20%	x

TOTAL Requested STBG-DA Funding for Small Roadway Project Submittals												\$6,502,632
Approved Funding Target for STBG-DA Small Roadway Projects												\$9,400,000
Adjusted Funding Target for STBG-DA Small Roadway Projects												\$6,502,632
Total Recommended Small Roadway STBG-DA Project Funding												\$6,502,632
STBG-DA Small Roadway Funds Remaining												\$0

STBG-DA Bicycle and Pedestrian PROJECTS (Scored with the TAP Criteria)

Sorted Score Order	Project Information		Cumulative Scores					Total Requested STBG-DA Funding	Total Project Cost	% Match	Recommend
	Name of Project (corridor, cross-street)	Municipality (Project Manager)	Total Trip Generation Score	Total Safety Score	Health and Environment	Feasibility and Cost	Total Score				
1	Belk Greenway Connector: Phase 1	Charlotte DOT	67	44	27	65	203	\$1,716,000	\$2,465,000	30%	x
2	Downtown Troutman Sidewalk Package	Troutman	59	36	22	68	185	\$801,806	\$1,293,235	38%	x
3	Waxhaw Indian Trail - "Complete Street"	Indian Trail	63	33	15	55	166	\$2,509,650	\$3,861,000	35%	x
4	Sam Newell Road Multi-Use Path (EB-5783)	Matthews	56	27	25	50	158	\$640,000	\$800,000	20%	x
5	Richardson Greenway South	Troutman	62	31	17	35	145	\$791,986	\$989,983	20%	x
6	Kincaid Multi-Use Path	Davidson	52	12	10	60	134	\$701,780	\$877,225	20%	x
7	Pleasant Plains Road Multi-Use Path (EB-5779)	Matthews	56	15	17	35	123	\$1,320,000	\$1,650,000	20%	
8	Potts Sloan Beaty Multi-Use Trail	Davidson	52	10	10	50	122	\$934,200	\$1,167,750	20%	

TOTAL Requested STBG-DA Funding for Bicycle and Pedestrian Project Submittals								\$9,415,422
Approved Funding Target for STBG-DA Bicycle and Pedestrian Projects								\$5,600,000
Adjusted Funding Target for STBG-DA Bicycle and Pedestrian Projects								\$7,491,695
TOTAL Recommended Bicycle and Pedestrian STBG-DA Project Funding								\$7,161,222
STBG-DA Bicycle and Pedestrian Funds Remaining								\$330,473

TOTAL Available STBG-DA Funds											\$29,100,000
TOTAL STBG-DA Funds Recommended to Projects from Spring 2017 Call											\$28,420,616
STBG-DA Funds Remaining											\$679,384

POC Recommended Project for STBG-DA Funding  
\* POC Recommended Project pending local sponsor working with NCDOT-Transportation Planning Branch and FHWA to determine a path forward to fund the project with federal funds (STBG-DA) within one year.

Error Corrected:  
Total of PE, ROW,  
and CON Equals  
\$880,745 instead of  
\$714,780.  
An additional  
\$165,965 of STBG-  
DA is required. The  
additional STBG-DA  
funds have affected  
the criteria scores  
within the fields  
highlighted Purple.

The correction  
reduces the  
unobligated STBG-  
DA amount from  
\$845,349 to  
\$679,384





TO: MPO Delegates and Alternates  
FROM: Neil Burke, AICP, PTP  
Planning Coordinator  
DATE: June 15, 2017

**SUBJECT: Draft 2018-2027 Transportation Improvement Program  
Agenda Item #6**

**BACKGROUND:**

- The MPO approved the start of a public comment period for the DRAFT 2018-2027 TIP, 2040 Metropolitan Transportation Plan amendments and an air quality conformity determination during the May 17 meeting.
  - The initial public comment period was to begin on June 19 and conclude on July 19.
- On May 25, a two month delay was announced in the North Carolina Board of Transportation's (NCBOT) adoption of the 2018-2027 State Transportation Improvement Program (STIP).
  - The delay in NCBOT adoption is due to a series of project schedule accelerations and new projects that are being added to the document as a result of additional funding that has been made available to the STI process.
  - NCBOT will now adopt the 2018-2027 STIP on August 3 instead of June 29.
  - NCDOT will release a revised DRAFT 2018-2027 STIP on June 28 for MPO staff to assess changes and start the public involvement process.

**REVISED TIP ADOPTION SCHEDULE:**

- An interagency consultation meeting was held on June 6 between the Charlotte Region MPOs, NCDOT, and FHWA, and a revised TIP adoption schedule was developed.
  - CRTPO will now hold a 30-day public comment period on the Revised DRAFT 2018-2027 TIP, 2040 MTP Amendments, and an air quality conformity determination beginning on Monday, July 10 and concluding on Wednesday, August 9.
  - The delay will allow CRTPO staff to review the revised STIP that will be released by NCDOT on June 28, and make the appropriate changes to its public involvement materials prior to the start of the comment period.
  - The MPOs revised schedule for the adoption of the 2018-2027 TIP is as follows:
    - July 10-August 9: 30-day public comment period
    - July 19 MPO Meeting: Opportunity for public comment on the DRAFT TIP, 2040 MTP amendments, and air quality conformity document.
    - August 16 MPO Meeting: Information report summarizing public comments received during the 30-day public comment period.
    - September 20 MPO Meeting: Action requested for the MPO to adopt the 2018-2027 TIP, 2040 MTP Amendments, and an air quality conformity determination.



**RESOLUTION OF SUPPORT FOR THE DESIGNATION OF  
CATAWBA CROSSINGS AS AN EXISTING NC ROUTE  
(NC 273, NC 279, or NC 160)**

**WHEREAS**, the Gaston-Cleveland-Lincoln Metropolitan Planning Organization (GCLMPO) Board is the duly recognized decision making body of the 3-C transportation planning process for the GCLMPO; and

**WHEREAS**, The Catawba Crossings project is a proposed new location roadway running from NC 279 (S. New Hope Road) in southern Gaston County crossing both the South Fork of the Catawba and Catawba Rivers and connecting to I-485 in Mecklenburg County; and

**WHEREAS**, the GCLMPO Board has deemed the Catawba Crossings project to be a priority roadway project for the GCLMPO region in both its Comprehensive Transportation Plan (CTP) and Metropolitan Transportation Plan (MTP); and

**WHEREAS**, the Charlotte Regional Transportation Planning Organization (CRTPO) lists the Catawba Crossings Project in their CTP; and

**WHEREAS**, the major thoroughfare project as proposed will provide much needed traffic congestion relief for commuters in Gaston County and both North and South Carolina as well as provide positive economic growth for Gastonia and Gaston County; and

**WHEREAS**, it is critical that Gaston County have an additional connection to I-485, Charlotte-Douglas International Airport, and a direct connection to the proposed emerging economic center at the River District development in Mecklenburg County; and

**WHEREAS**, limited crossings of the Catawba River are constraining travel between Gaston and Mecklenburg Counties and there are only four crossings of the river, with none of them located in the southern half of Gaston County; and

**WHEREAS**, south of I-85 and US 29/74 in Gaston County, a lack of connecting east-west roadways makes travel circuitous and limits mobility for travel in southern Gaston County; and

**WHEREAS**, a review of the tax parcel data shows that from 2000 to 2016, the number of residences and commercial developments in southern Gaston County and western Mecklenburg County has increased approximately 35 percent; and

**WHEREAS**, the projected growth in southern Gaston County and western Mecklenburg County will continue to increase demands for accessibility and connectivity between the two counties; and

**WHEREAS**, the Draft 2018-2027 STIP includes the widening of I-85 through Gaston County, but there will still be a need for an additional crossing to connect to I-485 in order alleviate the congestion on I-85; and

**WHEREAS**, the Catawba Crossings project is a major project in the Charlotte Metropolitan Region and should be appropriately ranked and prioritized as a Regional Tier project in P5.0; and

**WHEREAS**, the Strategic Transportation Investments Law (STI) mandates that the Catawba Crossings project must have an assigned US Route or NC Route number to be ranked and prioritized as a Regional Tier project in P5.0; and

**WHEREAS**, the GCLMPO supports working with NCDOT to designate Catawba Crossings as an existing NC Route; and

**WHEREAS**, when the Catawba Crossings project is complete, the current NC Route could be assigned a secondary route number; and

**WHEREAS**, as a congestion reliever for multiple highways and interstates, the Catawba Crossings project should be compared to not only US 29/74, but also I-85 in P5.0; and

**NOW THEREFORE BE IT RESOLVED**, that the Gaston-Cleveland-Lincoln Metropolitan Planning Organization fully supports the Catawba Crossings project, and supports the designation of Catawba Crossings as an existing NC Route such as NC 273, NC 279, or NC 160.

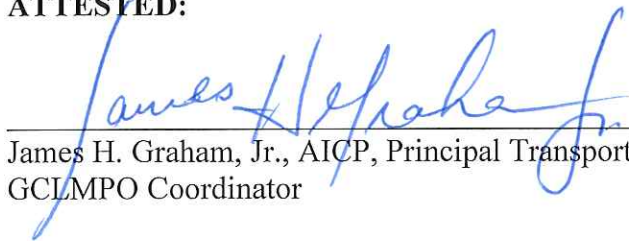
A motion was made by **Mr. Richard Turner** and seconded by **Mr. Demetrios Koutsoupas** for the adoption of the above resolution and upon being put to a vote was duly adopted.

I, **Todd Pierceall**, Chairperson of the Gaston-Cleveland-Lincoln Metropolitan Planning Organization Board, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Board, duly held on the 25th day of May 2017.



Todd Pierceall, Board Chairperson  
Gaston-Cleveland-Lincoln Metropolitan Planning Organization

**ATTESTED:**



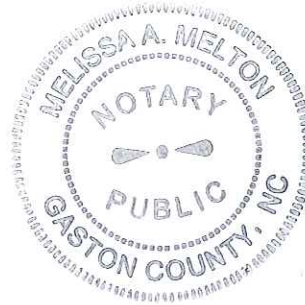
James H. Graham, Jr., AICP, Principal Transportation Planner  
GCLMPO Coordinator

North Carolina  
Gaston County

I, **Melissa A. Melton**, a Notary Public for said County and State, do hereby certify that **Todd Pierceall** personally appeared before me on this the 30th day of May, 2017, and acknowledge the due execution of the foregoing instrument.

Witness my hand and official seal, this the 30th day of May, 2017.

  
\_\_\_\_\_  
Melissa A. Melton









**CRTPO TECHNICAL COORDINATING COMMITTEE**  
**Summary Meeting Minutes**  
**Charlotte-Mecklenburg Government Center**  
**Room 267**

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**Voting Members:** *Chair* - Danny Pleasant (CDOT), *Vice-Chair* - Bill Coxe (Huntersville), David McDonald (CATS), Dan Leaver (Charlotte E&PM), Jonathan Wells – alt for Ed McKinney (C-M Planning), Andrew Grant (Cornelius), Travis Johnson (Davidson), Todd Huntsinger – alt for Patrick Sadek (Indian Trail), Barry Whitesides – alt for Matthew Todd (Iredell County), Robyn Stuber (Marvin), Susan Habina Woolard (Matthews), Megan Green (Mecklenburg County – LUESA), Chris Breedlove (Mint Hill), Cami Weckerly – alt for Allison Kraft ( Mooresville), Jim Loyd – alt for Lisa Stiwinter (Monroe), Stuart Basham – alt for Louis Mitchell (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT – Div. 12), Travis Morgan (Pineville), Kevin Parker – alt for Chris Easterly (Stallings), Sherry Ashley (Statesville), Erika Martin (Troutman), Bjorn Hansen (Union County), Dennis Rorie (Waxhaw), Will Washam (Bicycle Focus Area Representative), Gwen Cook (Greenway Focus Area Representative), Scott Correll – alt for Scott Curry (Pedestrian Focus Area Representative), Dick Winters (Public Health Focus Area Representative)

**Staff:** Robert Cook (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Erin Kinne (CRTPO), Candice Rorie (CRTPO), Liz Babson (CDOT), Andy Grzymski (CDOT), Loretta Barren (FHWA), Warren Cooksey (NCDOT – Div. 10), Wendy Taylor (NCDOT – Div. 10), Lee Ainsworth (NCDOT – Div. 10), John Cook (NCDOT – Div. 12)

**Guests:** Joe Lesch (Gresham Smith), Nick Landa (RS&H), Todd Steiss (WSP), Steve Blakley (Kimley Horn), Roger Diedrich (Sierra Club), Jeff Hess (HNTB), Todd McCullough (AECOM)

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Danny Pleasant opened the meeting at 10:00 a.m. TCC members, staff, and guests introduced themselves.

**1. Adoption of the Agenda**

Mr. Pleasant explained that an adjustment to today's agenda was necessary to move the Independence Pointe Parkway CTP Alignment Modification from information to the third item on the TCC business section of the agenda.

He then asked if any additional changes to the agenda are necessary. Hearing none, the amended May agenda was adopted by acclamation.

**2. Consideration of Consent Agenda**

Mr. Pleasant explained that the revised consent agenda for the May meeting contained the April 13 TCC meeting minutes

Motion:

Sherry Ashley made a motion to adopt the consent agenda. Dick Winters seconded the motion. The motion passed unanimously.

**TCC BUSINESS ITEMS**

**3.1 Transportation Alternatives Program – TIP Amendment**

Presenter: Curtis Bridges

Summary/Action Requested:

- Mr. Bridges explained that the South Fork Crooked Creek Greenway (EB-5723) was approved for TAP funding by CRTPO during the April meeting, however staff needed additional time to confirm the project schedule with the Town of Indian Trail.
- He confirmed that the Town has requested construction funding for the EB-5723 project in 2020, and requested that the TCC recommend to the MPO that it approve the programming of \$1 million in TAP funds in FY 2020.

Motion:

Ms. Ashley made a motion to recommend to the MPO that it approve a TIP amendment to add \$1 million in TAP funds to the South Fork Crooked Creek Greenway (EB-5723) project with construction programmed in FY 2020. Gwen Cook seconded the motion. The motion passed unanimously.

### **3.2. DRAFT 2018-2027 Transportation Improvement Program**

Presenter: Neil Burke

Summary/Action Requested:

- Mr. Burke explained that the TCC was to consider taking action to recommend that the MPO approve the start a 30-day public comment period on the DRAFT 2018-2027 Transportation Improvement Program, associated 2040 MTP amendments, and an air quality conformity determination.
  - He explained that the comment period is scheduled to begin on June 19 and conclude on July 19, as agreed to as part of the interagency consultation with our regional MPO partners, NCDOT, the NC Division of Air Quality, EPA and FHWA.
  - The air quality conformity determination report is not complete at this time, but is expected to be complete and available for public review by June 19.
- Mr. Burke explained that amendments and modifications to the 2040 MTP are needed in order for the MTP and TIP to be consistent. There are three basic reasons for the amendments and modifications:
  - The TIP includes projects not currently included in the MTP.
  - Project schedules have changed, resulting in projects shifting MTP horizon years.
  - Updated or changed project details (project limits, project phases, mileage)
- He explained that the air quality conformity determination is required because the Clean Air Act requires that an MPO's plans and programs conform to the purpose of the state implementation plan (SIP) for achieving air quality standards.
- Since the release of the draft TIP, CRTPO staff has reviewed the its proposed content and project schedules with the TCC and the CRTPO board, and participated in interagency consultation meetings.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it approve the start of a 30-day public comment period on the DRAFT 2018-2027 Transportation Improvement Program, associated 2040 MTP amendments, and an air quality conformity determination that would begin on June 19. Ms. Ashley seconded the motion. The motion passed unanimously.

### **3.3 Independence Pointe Parkway CTP Alignment Modification**



Presenter: Susan Habina-Woolard, Matthews

Summary/Action Requested:

Ms. Habina-Woolard provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

- Ms. Habina-Woolard began her presentation by explaining that the requested action is for the TCC to recommend that the MPO approve the start of a public involvement process to revise the alignment of Independence Pointe Parkway within the CTP highway map.
- She explained that the Town of Matthews staff has collaborated with CRTPO and Division 10 staff to develop a revised CTP alignment that better accommodates the adjacent land uses, and provides logical termini by ending at McKee Road. In total, three alternatives were developed.
- She reviewed the alignment as it appears in the MUMPO Thoroughfare Plan map as well as the CRTPO CTP.
- Ms. Habina-Woolard concluded her presentation by reviewing a schedule that identified the dates for the public comment period (5/18 through 6/16), and consideration of approving the CTP amendment at the July TCC and MPO meetings.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it approve the start of a public involvement process to revise the alignment of Independence Pointe Parkway within the CTP highway map. Ms. Ashley seconded the motion. The motion was unanimously approved.

## **TCC INFORMATION REPORTS**

### **4.1 2017 STBG-DA Recommended Project List**

Presenter: Bill Coxe

Summary:

Mr. Coxe provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

- Mr. Coxe began his presentation by providing an overview of the amount of STBG-DA funding available, and the criteria and framework that the Project Oversight Committee (POC) used to prioritize the project submittals.
- He then summarized the funding targets for roadway, small roadway, and bicycle and pedestrian and identified the amount of funding requested for each project category.
- Mr. Coxe then reviewed the STBG-DA project lists for each project category.
  - He indicated that there are four projects that must be added to the federal-aid system. It is the responsibility of the local project sponsor to work with the NCDOT-Transportation Planning Branch and FHWA to identify the necessary steps to add these projects within the next year if the MPO approves the projects.
- Mr. Coxe concluded his presentation by explaining that action will be requested next month to approve the STBG-DA project lists.

Bjorn Hansen asked when the next STBG-DA call for projects will be held. Mr. Coxe explained that it is the goal of the POC to continue to make progress towards the implementation of an annual call for projects for all of CRTPO's discretionary funds (CMAQ, TAP, STBG-DA).

#### **4.2. 2045 Metropolitan Transportation Plan**

Presenter: Robert Cook

Summary:

- Mr. Cook began his presentation by summarizing the outcomes of recent Roadway Ranking Review (RRRC) Committees.
  - He explained that the RRRC has met twice within the last month with the objective of evaluating the Tier 1 project ranking results and establishing a cutoff point between Tier 1 and Tier 2 within the 2045 MTP roadway project ranking process for each STI tier.
  - Mr. Cook explained that the RRRC is recommending that 131 of 280 submitted projects will advance to Tier 2 of the roadway ranking process.
  - He explained that the RRRC will review the Tier 2 score results and the fiscal constraint assignment at its upcoming meetings.
- Mr. Cook summarized the effort to build a GIS based software Cost Estimating Tool (CET) application for the development of cost estimates for the 2045 MTP.
  - He explained that the estimates being generated by the tool are roadway planning-level estimates using the NCDOT per-mile construction costs and GIS data.
  - He stated that the tool can produce the following outputs for cost estimation: Construction, Right of Way, Structural, Utility, and Environmental Mitigation, and preliminary engineering costs.
  - Mr. Cook explained that the tool utilized as needed for any other CRTPO processes such as Prioritization and locally administered project cost estimation.
- Mr. Cook concluded his presentation by highlighting several public outreach activities for the 2045 MTP throughout the next week.

Mr. Hansen asked about how CRTPO's CET tool compares to the tool that NCDOT developed for Prioritization. Candice Rorie explained that the tools are similar but the parameters for CRTPO's tool have been customized to the types of projects that will be analyzed in this area and the expected unit costs within the Charlotte region.

Mr. Coxe asked how the right-of-way acquisition component of the CET functions. Ms. Rorie explained that the GIS draws a buffer around the selected project based upon its cross-section and calculates the estimated right-of-way acquisition costs based upon the county parcel tax data.

#### **OTHER REPORTS**

##### **5.1. NCDOT Report**

Stuart Basham provided an update on behalf of NCDOT-Division 10:

- Construction continues in the Hemby Bridge, Indian Trail, and Stallings areas of the Monroe Expressway project.
- There is ongoing mainline work on the Independence Boulevard project near the Sharon Forest Drive area. Work is expected to be complete by the end of August.

- The NC Board of Transportation was expected to approve the Draft STIP at its June meeting. That approval will likely be delayed until either the July or August Board meeting. The delay is due to an adjustment in inflation factors. Use of a lower inflation factor results in more funding available to fund projects. The NCDOT-Programming unit is working now to update the Draft STIP based on the lower inflation factors and determine what additional projects we might be able to fund.

Anil Panicker provided an update on behalf of NCDOT-Division 12:

- A public meeting was held last week for the DRAFT STIP in Hickory.

### **5.2. Bicycle and Pedestrian Work Group Report**

Mr. Bridges stated the Bicycle and Pedestrian Work Group (BPWG) will assist in the identification of potential bicycle corridors for performance measurement. This item will be discussed during this afternoons meeting.

### **5.3. Upcoming Issues**

Mr. Cook announced that the Centralina COG will host a series of workshops regarding Autonomous and Connected Vehicles. The dates are August 23, September 20, and Wednesday, October 25. Additional details will be provided within the next several weeks. Mr. Cook stated that this technology will have a profound effect on future land use decisions in addition to transportation system impacts.

Mr. Winters announced that Open Streets 704 will be held this Sunday in the Elizabeth and Plaza Midwood areas of Charlotte.

Ms. Ashley announced that the local Statesville CTP should be adopted by their city council within the next several months.

**6. Adjourn:** Mr. Pleasant determined that the agenda had been adequately completed and adjourned the meeting at 10:49 a.m.



Name	Employer	Job Title	Personal Statement	Education	Experience	Strengths	Board & Membership Affiliations
Ray Eschert	Golden Properties Realty of Metro Charlotte	Sales & Marketing			* Real Estate * Engineering * Telecommunications * Transportation	* Marketing * Presentations on community issues * Negotiations	* Charlotte Chamber of Commerce - Ballantyne Chapter * Transportation / Roads Committee * Ballantyne Breakfast Club
John Fryday	Fryday & Doyne	Principal		Bachelor of Environmental Design North Carolina State Uiversity  Bachelor of Architecture UNC Charlotte	* Certified interior designer * Project rezonings * TOD & PED * Major renovations & upfits	* Design capabilities * Architecture * Bidding & construction administration * Interior design * Leading teams	* Charlotte-Mecklenburg Planning Commision * North Carolina Board of Architecture * National Council Interior Design Qualification * Leadership in Energy & Environmental Design
John Ham	Urban League of Central Carolinas	Director of Development	I am a strategic, analytical and results-oriented sales, marketing and fundraising with solid experience delivering profitable solutions. Leader who serves the community through various boards, organizations and non-profit organizations.	BS in Business Administration North Carolina Agricultural & Technical State University	* Develop & execute fundraising plans * Multi-channedl marketing * Community relations * Corporate sponsorships * Sales strategies	* Strategic sales & marketing * Fund development * Project management * Grant writing * Budgeting & forecasting	* Charlotte-Mecklenburg Planning Commision * Sickle Cell Disease of the Southern Piedmont, * United States Postal Service/Postal Customer Council * United Way of Central Carolinas African American Leadership Initiative
Karen Labovitz	Karen Labovitz Realty	Broker in Charge		BS in Education	* 30+ years experience in residential and commercial real estate	* Real Estate * Commercial & residential purchasing processes * Business management	* Charlotte-Mecklenburg Planning Commision * Charlotte-Chamber of Commerce * Charlotte Regional Realtors' Association * Charlotte Housing Authority * United Way of Central Carolinas
Nasif Majeed	Plaza Eastway Partners	President		MS in Agricultural Education North Carolina Agricultural & Technical State University BS in Business Administration North Carolina Agricultural & Technical State University	* United States Air Force (combat pilot who flew over 120 combat missions over N. Vietnam) * Former owner of a Burger King franchise * Clinical Chaplain	* Economic development * Affordable housing	* Charlotte-Mecklenburg Planning Commision * Charlotte Housing Authority * Charlotte city Councilman * American Coalition for Good Government * Summit Environmental Resources

Planning Commission Assessment

Name	Employer	Job Title	Personal Statement	Education	Experience	Strengths	Board & Membership Affiliations
Elizabeth McMillan	Crescent Communities	Director of Development	Accomplished commercial real estate developer with close to fifteen years of experience in the complete real estate development process. Active in community though various boards, organizations and non-profits. This mother of two and wife of one, enjoys time with family and friends, being outdoors, food and fitness.	BA in Journalism & Mass Communications UNC Chapel Hill	<ul style="list-style-type: none"><li>* Manage predevelopment for complex projects in multiple states</li><li>* Strategic planning</li><li>* Retail center development</li><li>* Lease negotiation</li><li>* Manage property owner's associations</li><li>* LEED certification process</li></ul>	<ul style="list-style-type: none"><li>* Listening &amp; determining key take-aways and next steps</li><li>* Understanding and following processes</li><li>* Communications / marketing</li><li>* Project leadership</li><li>* Design management</li></ul>	<ul style="list-style-type: none"><li>* Charlotte-Mecklenburg Planning Commision</li><li>* Urban Land Institute</li><li>* Universtiy City Partners</li><li>* Junior League of Charlotte</li><li>* Art With Heart</li><li>* Leadership Arlington</li></ul>
Dionne Nelson	Laurel Street	President & CEO		MBA - Harvard University BA in Economics - Spelman College	<ul style="list-style-type: none"><li>* Real estate development, finance &amp; operations (20 +years)</li><li>* Affordable housing development</li><li>* Investment banking</li></ul>	<ul style="list-style-type: none"><li>* Multi-family housing development</li><li>* Mixed income housing</li><li>* Affordable housing</li><li>* Workforce housing units</li></ul>	<ul style="list-style-type: none"><li>* Charlotte-Mecklenburg Planning Commission</li><li>* Urban Land Institute</li><li>* Renaissance West Community Initiative</li><li>* Levine Museum of the New South</li><li>* YMCA of Greater Charlotte</li><li>* North Carolina Housing Coalition</li></ul>
Deb Ryan	UNC - Charlotte	Associate Professor of Architecture & Urban Design	As an urban designer, cities are my passion. When at their best, they rise to a level of fine art, where craft is expected, but poetry pursued. Simply functioning well ought never be enough. Instead, cities should delight the soul and exercise the heart, because they have emerged from shared visions and a diversity of collective ideals.	MS in Landscape Architecture Harvard University Bachelor of Environmental Design in Landscape Architecture North Carolina State University	<ul style="list-style-type: none"><li>* 25+ years experience assisting comunities &amp; leaders with challenges relating to development &amp; revitalization</li><li>* Design of numerous parks, residential master plans and land use plans</li></ul>	<ul style="list-style-type: none"><li>* Civic Engagement</li><li>* Community Planning</li><li>* Open Space Preservation</li><li>* Community Growth Strategies</li><li>* Land Use Planning</li></ul>	<ul style="list-style-type: none"><li>* Charlotte-Mecklenburg Planning Commision</li><li>* Charlotte-Mecklenburg Public Art Commission</li><li>* Arts &amp; Science Council</li><li>* University City Partners Board of Directors</li><li>* Recipient of Five Design Awards from American Society of Landscape Architects</li></ul>
Sam Spencer IV	Alma Adams for Congress	Consultant	I am an experienced political consultant with over a decade of experience in states as diverse as North Carolina, Iowa, and Hawaii. I value diversity, inclusion, and new ideas. I grew up in and have planted roots in Charlotte-Mecklenburg because it's a great place to live, but it can be better. I have had a personal and academic interest in city planning and transit ever since I read Neil Gaiman's essay on cities: "Don't ever take a city for granted. After all, it is bigger than you are; it is older; and it has learned how to wait."	A.B. Political Science Davidson College	<ul style="list-style-type: none"><li>* Educator</li><li>* Political consultant</li><li>* Campaign strategies</li><li>* Federal &amp; state government</li></ul>	<ul style="list-style-type: none"><li>* Team building</li><li>* Public relations</li><li>* Excellent communication &amp; interpersonal skills</li></ul>	<ul style="list-style-type: none"><li>* Charlotte-Mecklenburg Planning Commision</li><li>* Delegate Selection &amp; Affirmitive Action Committee</li><li>* North Carolina Democratic Party</li><li>* Young Democrats of North Carolina</li><li>* Upward South</li><li>* Windsor Park Neighborhood Association</li></ul>

Planning Commission Assessment

Name	Employer	Job Title	Personal Statement	Education	Experience	Strengths	Board & Membership Affiliations
Mike Sullivan	The Nichols Company	Broker		MA in History UNC Charlotte  BA - Winthrop University  IOPL-NC Fellow - UNC Wilmington	* Historic property development * Historic preservation * Processing properties on the National Registry of Historic Places * Inclusion of preservation as an element in/for future development	* Property development * Zoning * Property preservation * Adaptive re-use projects	* Charlotte-Mecklenburg Planning Commision * Chalrotte Mecklenburg Historic Landmarks Commission * Preservation North Carolina * County Democratic Party * North Carolina Platform Committee
Cozzie Watkins	Carolina Homecare Solutions	Executive Director & Nursing Supervisor	A system is perfectly designed to get the results it gets. If we design a system with flaws we will produce a flawed system. I try to do it right the first time.	BS	* Nursing supervisor * Executive Director of Homecare Agency * Quality standards * Budgeting, communications & marketing	* Team development * Ability to see the big picture	None
Nancy Wiggins	Nancy Wiggins Commerical Real Estate	CEO		MS in Political Science University of Texas at Arlington BA United States International University California Western	* Real Estate (sales & leases exceeding \$100 million) * Emerging markets * Affordable housing * 500+ research publications	* Research * Business consultant * Grant writer	* Charlotte-Mecklenburg Planning Commision * Mecklenburg Livable Communities * United Cerebal Palsey Council * Mayor's Citizen Budget Advisory Committee * International Council of Shopping Centers * Charlotte Chamber of Commerce-Board of Advisors





# Charlotte-Mecklenburg Planning Commission

Attachment 10

## Meeting Schedule

July 2017

Date	Time	Purpose	Location
<b>Full Planning Commission</b>			
07-10-17	12:00 pm	Work Session <sup>1</sup>	Innovation Station 8 <sup>th</sup> Floor – CMGC
<b>Executive Committee</b>			
07-17-17	4:00 pm	Work Session	Conference Room 266 2 <sup>nd</sup> Floor – CMGC
<b>Planning Committee</b>			
07-18-17	5:00 pm	Work Session	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Zoning Committee<sup>2</sup></b>			
07-17-17	5:00 pm	City Council Dinner Meeting	Conference Room CH-14 Basement – CMGC
07-17-17	5:30 pm	City Rezoning	Meeting Chamber Lobby Level – CMGC
<b>Other Committee(s)</b>			
07-10-17	2:00 pm	City Council Transportation & Planning Committee (TAP)	Conference Room 280 2 <sup>nd</sup> Floor - CMGC
07-12-17	12:00 pm	Historic District Commission Workshop	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
07-12-17	1:00 pm	Historic District Commission	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
07-19-17	6:00 pm	CRTPO Meeting	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
07-27-17	5:00 pm	UDO Advisory Committee	Innovation Station 8 <sup>th</sup> Floor – CMGC
<b>Charlotte-Mecklenburg Planning Department Meetings</b>			
07-11-17	5:30 pm	Building Community: People + Places + Partners – Jason Roberts from Better Block Foundation McGlohon Theatre, Spirit Square	
07-25-17	6:00 pm	South End Vision Plan Public Meeting Triple C Barrel Room - 2900 Griffith Street	

<sup>1</sup> Due to the July 4<sup>th</sup> Holiday, the regularly scheduled Planning Commission work session was rescheduled to July 10<sup>th</sup>.

<sup>2</sup> Due to the July 4<sup>th</sup> Holiday, the July Zoning Committee work session was rescheduled to June 29<sup>th</sup>. The Zoning Committee will not have a work session in July.



# Charlotte-Mecklenburg Planning Commission

## Meeting Schedule

August 2017

Date	Time	Purpose	Location
<b>Full Planning Commission</b> No Meeting Scheduled			
<b>Executive Committee</b>			
08-14-17	4:00 pm	Work Session	Conference Room 266 2 <sup>nd</sup> Floor – CMGC
<b>Planning Committee</b> No Meeting Scheduled			
<b>Zoning Committee</b>			
08-01-17	5:30 pm	Work Session	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Other Committee(s)</b>			
08-09-17	12:00 pm	Historic District Commission Workshop	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
08-09-17	1:00 pm	Historic District Commission	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
08-16-17	6:00 pm	CRTPO Meeting	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
08-24-17	5:00 pm	UDO Advisory Committee	Innovation Station 8 <sup>th</sup> Floor – CMGC

### Charlotte-Mecklenburg Planning Department Meetings

There are no Planning Department meetings scheduled at this time.



# Charlotte-Mecklenburg Planning Commission

June 5, 2017

To:

Charlotte City Council  
City Manager

From:

Tony Lathrop, Chair, Charlotte- Mecklenburg Planning Commission

The Charlotte-Mecklenburg Planning Commission has asked me to share with you some work we have undertaken around the proposed Unified Development Ordinance and Transit Oriented Development (TOD) standards. In particular, they are (1) Livable Cities Principles, and (2) initial recommendations to improve the TOD ordinance. I have enclosed those two documents. This cover letter is to provide context for the Commission's Livable Cities and TOD recommendations.

**Livable Cities Principles:** Knowing the Council's adopted goals and Five Focus Areas, the Commission working with staff on the UDO felt the Place Types study needed a simply stated set of vision goals as benchmarks for Place Type configurations. For our internal use, the Commission adopted these vision goals as 'Livable Cities Principles' (LCP) ( attached.) We have begun to use these in our deliberations around Planning, Zoning, and Place Type issues, and want to share them with you. As the *Winning City*, *Vision Zero* and other initiatives are further defined, these Livable Cities Principles may be useful to Council.

The LCP are embedded in the long-standing, and nationally recognized link between public health and city planning. They echo the Call to Action from the American Public Health Association, American Planning Association, National Recreation and Park Association, American Society of Landscape Architects, US Green Building Council, American Society of Civil Engineers and the Urban Land Institute recognizing that:

*Where we live, work and play has a major role in shaping our public health. Rates of chronic diseases attributable to the design of the built environment-including obesity, diabetes, heart disease and asthma-are on the rise. The built environment also has direct and indirect impacts on mental health, including depression and anxiety...Addressing growing health challenges and inequities requires new partnerships and collaboration between built environment and public health practitioners, and a health focused approach to landscape, buildings, and infrastructure. (https://www.apha.org)*

Further, the US Centers for Disease Control (CDC) have released numerous reports about supporting Healthy Community Design (<https://www.cdc.gov/healthyplaces/docs/hcdi-data-on-healthy-community-design.pdf>) and a Healthy Community Design Check List ([https://www.cdc.gov/healthyplaces/factsheets/healthy\\_community\\_checklist.pdf](https://www.cdc.gov/healthyplaces/factsheets/healthy_community_checklist.pdf)). Our Livable Cities Principles embrace those same ideas.

The LCP was written to include a discussion of public health benefits in our planning and zoning recommendations, and to provide guidance for the descriptions of Place Types in the UDO. They could also frame policy discussions about access to fresh food; mobility choices; sidewalk, bike path and street design to promote physical activity; safety; building design and site planning; festivals and events to promote social interaction; civic engagement; and, environmental quality.

**TOD:** Regarding Transit Oriented Development and the UDO, the Commission has heard from Council members in our retreat and meetings, from the public, and in the press of concern that TOD projects are not meeting expectations in some areas of design and planning. Given the continuing growth of TOD projects in South End and the anticipated growth on the CATS blue line extension, we undertook to find out why TOD might not be meeting expectations, and have listed ways to improve TOD. While we understand the UDO process can address TOD issues, the Council will determine the best time to do so. The Commission's attached recommendations will hopefully be useful to the Council in that endeavor, particularly should the Council want staff to address issues sooner.

I will soon depart as Chair of the Planning Commission, but am pleased to report that the Commission will continue to have strong leadership and that its composition is well representative, engaged in making this a better community, and dedicated to providing City Council strong support.

Attachments: Charlotte-Mecklenburg Planning Commission, *Livable City Policy Statement*  
Charlotte-Mecklenburg Planning Commission, *Transit Oriented Development Priorities*

## Charlotte-Mecklenburg Planning Commission

### Livable City Policy Statement

Adopted: March 7, 2016

Amended: November 7, 2016

The Charlotte-Mecklenburg Planning Commission has adopted this Livable City Policy Statement and Guiding Principles to articulate the Commission's priorities for the growth and development of Charlotte and guide the Commission's work in advising the governing bodies it serves.

This policy statement is founded in the City's adopted *Centers, Corridors and Wedges Growth Framework, General Development Policies* and area plans, and serves to focus and prioritize the Commission's work and recommendations. In particular, the Commission will use this policy statement to guide the development of the City's Zoning Ordinance Update, Community Character Policies and area plans, and inform the Commission's recommendation of zoning petitions and mandatory referrals.

### Livable City Policy Statement

*Develop a livable city where Charlotteans of all incomes can achieve, "a complete state of physical, mental and social well-being"<sup>1</sup> through the design of neighborhoods, public infrastructure and open spaces, and through easy access to employment and housing choices.*

### Guiding Principles:

- **Create a state-of-the-art transportation system** that equally provides for the health and safety of pedestrians, bicyclists, transit riders, and motorists and is accessible to people of all ages and abilities;
- **Promote a mix of land uses** within a close proximity so that Charlotteans can live, work, play, shop and worship in a neighborhood without the need for an automobile;
- **Ensure access to affordable housing** by supporting the dispersal of a range of housing types throughout the city, so that the availability of transportation does not limit access to economic opportunity;
- **Build vibrant and activity-filled public streets and open spaces** that promote community engagement so that Charlotteans of all ages and abilities can participate in a public life;
- **Promote access to affordable and healthy/local foods** so that income and location don't limit dietary choices; and
- **Protect the air we breathe**, and the trees that filter it, while also shading us from the hot, southern sun.
- **Build safe communities**, by using planning tools to prevent crime and violence through environmental design.

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<sup>1</sup> Excerpt of World Health Organization definition of public health





## Charlotte-Mecklenburg Planning Commission

### Transit Oriented Development Priorities

May 6, 2016

#### Background

The Charlotte-Mecklenburg Planning Commission has adopted a Livable City Policy Statement and Guiding Principles to articulate the Commission's priorities for Charlotte's growth and development and guide the Commission's work in advising the governing bodies it serves. This policy statement is founded in the City's adopted *Centers, Corridors and Wedges Growth Framework*, *General Development Policies* and area plans, and serves to focus and prioritize the Commission's work and recommendations. In particular, the Commission is using this policy statement to guide the development of the City's Unified Development (Zoning) Ordinance, Community Character Policies and area plans, and inform the Commission's recommendation of zoning petitions and mandatory referrals.

Using its "livable cities lens", the Planning Committee began discussing Transit Oriented Development (TOD) at their January 2016 meeting, focusing on recent development in the South End area. At the February and April 2016 meetings, the Committee identified their top priorities for TOD and reviewed the current TOD zoning districts. The Committee identified areas of the current TOD regulations that needed to be strengthened to fulfill the purpose set out in the ordinance: "to require compact urban growth, opportunities for increased choice of transportation modes, and a safe and pleasant pedestrian environment by ensuring an attractive streetscape, a functional mix of complementary uses, and the provision of facilities that support transit use, bicycling, and walking."

#### Issues and Priorities

The accompanying table identifies the Commission's specific priorities and linkages to the livability principles, along with references to the current ordinance language. The Commission's priorities for improving the TOD zoning ordinance are organized into nine categories:

##### TOD Standards

1. Street Level and Pedestrian Activation
2. Parking Design and Street Treatment
3. Rail Trail
4. Architectural Design and Density
5. Parking Standards

##### Overall Design Standards

6. Buffers
7. Dumpsters
8. Lighting

##### Other Concerns

9. Related, Non-Zoning Ordinance

#### Conclusions and Next Steps

In general, the Commission believes that the current TOD standards need to be clarified to better communicate expectations and provide more certainty for all involved in the process. To this end, the Commission recommends that:

- In the short term, the existing TOD standards be enforced to the fullest extent possible, with particular attention given to the Commission's identified priorities;
- The identified priorities be used to help shape the elements included in Charlotte's Community Character Policies/Place Types; and,
- Ultimately, the Commission's identified priorities be incorporated and addressed in the update of the development ordinances (zoning ordinance update), especially related to TOD.

## Street Level & Pedestrian Activation

**Livable City Guiding Principle:** Build vibrant and activity-filled public streets and open spaces that promote community engagement so that Charlotteans of all ages and abilities can participate in a public life.

**Priority:** Strengthening requirements to activate pedestrian oriented streets.

Commission Discussion:

- Require more in Code Section 9.1209 to activate streets in contact with pedestrians.
- Require designs that allow for future activity when demand occurs (need minimum dimensions) and also require some percent of space to be active immediately.
- Require the first floor of residential units facing the street to physically connect to it.
- Require development to have true, honest, walkable, pedestrian scaled connections(s) to the street, leading to where we want activity and pedestrians.

## Existing TOD Ordinance

- Retail and office buildings fronting directly on a public or private street or fronting on a public multi-use path along a transit line and identified in an area plan shall be designed so that the first floor façade of the building(s) along all streets and pathways includes clear glass windows and doors to increase pedestrian interest. These openings shall be arranged so that the uses are visible from and to the street and/or pathway on at least 50% of the length of the first floor street level frontage. **[9.1209(1)(a)]**
- For all other uses, buildings shall be designed so that the first floor street façade along all streets includes the use of clear glass windows and doors arranged so that the uses are visible from and/or accessible to the street on at least 25% of the length of the first floor street frontage. When this approach is not feasible, a combination of design elements shall be used on the building façade, or included into the site design, to animate and enliven the streetscape. These design elements may include but are not limited to the following: ornamentation; molding; string courses; changes in material or color; architectural lighting; works of art; fountains and pools; street furniture; stoops, landscaping and garden areas; and display areas. **[9.1209(1)(b)]**
- The first floor façade of all buildings, including structured parking facilities, shall be designed to encourage and complement pedestrian-scale, interest, and activity. **[9.1209(1)(c)]**
- The first floor of any new building on a street identified as a retail street or site identified for ground floor retail by a Council adopted plan must have at least 50% of the linear street frontage developed to accommodate non-residential uses but may be occupied with residential uses. **[9.1209(1)(l)]**
- Internal sidewalk connections are required between buildings and from buildings to all on site facilities (parking areas, bicycle facilities, urban open space, etc.) in addition to the sidewalk requirements of Section 9.1209(8)(e). All internal sidewalks shall be hard surfaced and at least 6' in width. **[9.1208(11)(a)(1)]**
- External sidewalk connections are required to provide direct connections from all buildings on site to the existing and/or required sidewalk system, and to adjacent multi-use trails, parks and greenways. **[9.1208(11)(a)(2)]**

## Parking Design & Street Treatment

**Livable City Guiding Principle:** Build vibrant and activity-filled public streets and open spaces that promote community engagement so that Charlotteans of all ages and abilities can participate in a public life.

**Priority:** Requiring parking to be designed and located to support walkability.

Commission Discussion:

- Prohibit parking, blank walls, “cars behind bars”, wide roll up doors, fake windows or only wall recesses along streets.
- Hide parking lots from view along a public street, rather than screening them.
- Locate all parking behind a use with access and entrances directly to street.
- Provide pedestrian access through the parking lot to all entrances.
- Prohibit no front door, exiting through the parking deck, and totally walled off compounds.

### Existing TOD Ordinance

- The ground floor of parking structures that are across the street from single family zoning or that abut single family zoning on the same side of the street shall be wrapped with active uses such as residential, office and retail uses. **[9.1209(1)(k)]**
- Expanses of blank wall shall not exceed 20 continuous feet in length. A blank wall is a facade that does not add to the character of the streetscape and does not contain clear glass windows or doors or sufficient ornamentation, decoration or articulation. **[9.1209(1)(d)]**
- No surface parking or maneuvering space shall be permitted within any required or established setback, and no surface parking or maneuvering space is allowed between the permitted use and the required setback (exception may be made for driveways). **[9.1208(6)(c)]**
- Parking that is located to the rear of the primary structure may extend the entire width of the lot, with the exception of any required screening or landscaped areas. Parking that is located to the side of the primary structure shall not cover more than 35% of the total lot width. **[9.1208(6)(g)]**
- At least fifty (50%) of the linear street level frontage of the facility shall be devoted to retail, office, civic, institutional, or residential uses. If 75% or more of the linear street frontage is devoted to such uses, then the total square footage of the uses shall be credited at 200% toward the required FAR minimums. **[9.1208(6)(l)(1)]**
- Structured parking facilities shall be designed to encourage and complement pedestrian-scale interest and activity, and shall be designed so that motorized vehicles parked on all levels of the facility inside are screened from the street, the transitway, and/or from adjacent residentially zoned and/or used property. Decorative elements such as grillwork or louvers may be utilized to accomplish this objective. Openings at the street level are limited to vehicular entrances, pedestrian access to the structure, and ventilation openings. All such openings shall be decorative and be an integral part of the overall building design. **[9.1209(5)]**

## Rail Trail

**Livable City Guiding Principle:** Create a state-of-the-art transportation system that equally provides for the health and safety of pedestrians, bicyclists, transit riders, and motorists and is accessible to people of all ages and abilities.

**Priority:** Requiring development to consider rail trail a front that it must respect and enhance.

Commission Discussion:

- Treat trail as though it were a street – orient towards it, connect to it.
- Make requirements for streets applicable to this pedestrian/bicycle oriented street.
- Develop prototype designs and/or guidelines to demonstrate appropriate design of open space, especially rail trail.

## Existing TOD Ordinance

- Retail and office buildings fronting directly on a public or private street or fronting on a public multi-use path along a transit line and identified in an area plan shall be designed so that the first floor façade of the building(s) along all streets and pathways includes clear glass windows and doors to increase pedestrian interest. These openings shall be arranged so that the uses are visible from and to the street and/or pathway on at least 50% of the length of the first floor street level frontage. **[9.1209(1)(a)]**
- When a lot abuts an existing or proposed public open space system, multi-use trail, or greenway, entrance(s) shall be provided on the building façade closest to public open space, multi-use trail, or greenway. **[9.1209(4)(a)(2)]**
- Sidewalks shall be located and constructed as specified in the approved station area plan. This may include sidewalks along transit corridor right-of-ways. **[9.1209(8)(e)(partial)]**
- External sidewalk connections are required to provide direct connections from all buildings on site to the existing and/or required sidewalk system, and to adjacent multi-use trails, parks and greenways. **[9.1208(11)(a)(2)]**

## Architectural Design & Density

**Livable City Guiding Principle:** Promote a mix of land uses within a close proximity so that Charlotteans can live, work, play, shop and worship in a neighborhood without the need for an automobile;

**Priority:** Requiring development to be more diverse, enhancing the pedestrian environment and contributing to a unique sense of place.

### Commission Discussion

- Break up large buildings with architectural elements.
- Raise minimum density to existing conditions and require a mix of density across the site.
- Require architectural diversification in a development so the buildings do not all look alike, especially relative to adjacent property.

### Existing TOD Ordinance

- Minimum density within ¼ mile walk of the transit stations is 20 DUA for residential or .75 FAR for non-residential or mixed use. These densities are 15 DUA and .50 FAR respectively outside of the ¼ mile walk distance.
- For buildings across from single family zoning or abutting single family zoning on the same side of the street, roof line variation every 30 feet is required. This can be accomplished by using vertical offsets in ridge lines, gables, exaggerated cornices, dormers, roof top patios, material changes, and/or other architectural features such as trellises, portals or porches.  
**[9.1209(1)(g)]**

- For buildings across from single family zoning or abutting single family zoning on the same side of the street, façade variations shall be provided that visually separate individual units. This can be accomplished through measures such as window arrangement and size variation, unit entrance design, roof variation, material changes, and/or offset wall planes.  
**[9.1209(1)(j)]**

### Buildings exceeding 5 stories in height: **[9.1209(2)(a,b,c)]**

- The first 3 floors above street grade shall be distinguished from the remainder of the building with an emphasis on providing design elements that will enhance the pedestrian environment. Such elements as cornices, corbeling, molding, stringcourses, ornamentation, changes in material or color, recessing, architectural lighting and other sculpturing of the base as are appropriate shall be provided to add special interest to the base.
- In the design of the building façade, attention shall be paid to the appearance both during the day and at night. Material and color changes alone do not meet the requirements of this section and design elements, which are used to meet the requirements of this section, shall be visually continuous around the building. In the event that a building façade is not visible from a public street or right-of-way then the Planning Director has the option of waiving this requirement.
- Special attention shall be given to the design of windows in the base. Band windows are prohibited. Recessed windows that are distinguished from the shaft of the building through the use of arches, pediments, mullions, and other treatments are permitted.

## Parking Standards

**Livable City Guiding Principle:** Create a state-of-the-art transportation system that equally provides for the health and safety of pedestrians, bicyclists, transit riders, and motorists and is accessible to people of all ages and abilities.

**Priority:** Revisiting the amount of allowed parking to ensure an appropriate balance between supporting walkability/transit use and negatively impacting surrounding neighborhoods.

Commission Discussion:

- Require freely accessible “minimum visitor parking” for residential developments adjacent to single family and count it towards the maximum parking allowed in the Ordinance.
- Ensure parking standards minimize conflicts between residents (amount, size of spaces and location).
- Provide ride sharing locations, bays, pickup areas.

### Existing TOD Ordinance

Residential Minimum:

- Minimum: 1 space per unit (on blocks with single family zoning), No minimum for all other properties
- Maximum: 1.6 spaces per unit

Office:

- Minimum: none
- Maximum: 1 space per 300 s.f. of office space

Eating, Drinking & Entertainment Establishments

- Minimum 1 space per 150 s.f (within 800 feet of single family zoning)
- Maximum 1 space per 75 s.f.

Retail:

- Minimum: None
- Maximum: 1 space per 250 s.f.

- A 25% parking reduction in the minimum number of parking spaces required is allowed if the principal use is located within 800 feet of a parking facility with parking spaces available to the general public, or within 800 feet of public transit park and ride facilities with an approved joint use agreement. This section in combination with [Section 12.202\(2\)](#) allows for no more than a total of 25% parking reduction of the minimum requirements.

## Buffers

Clarify that required buffer plantings be at the same or higher site elevation than the adjacent property required to be screened. Section 12.302(9)

### Existing TOD Zoning Ordinance

- All uses, other than single-family detached units, shall provide landscaping along all property lines abutting residentially zoned property (single-family, multi-family and urban residential zoning districts) located adjacent to the Transit Oriented zoning district. This requirement also applies in situations where an alley with a right-of-way width of 25 feet or less separates uses in a TOD zoning district from non-TOD zoned residential property. Landscaping shall be provided along all property lines abutting the alley. However, multi-family developments zoned TOD are exempt from this landscaping requirement when they abut other multi-family uses or undeveloped multi-family zoning districts. **[9.1208(9)(a)]**
- Such landscaping shall consist of a 10' wide planting strip. The planting strip shall consist of a combination of evergreen trees and evergreen shrubs. Plant materials shall be provided at a minimum of 6 trees and 20 shrubs per 100 linear feet in accordance with [Section 12.302\(9\) \(b\), \(c\), \(d\) and \(e\)](#). The 10' planting strip may be reduced to 8' and the shrubs need not be planted if a masonry wall with a height of between 6' to 8' in a side yard, or between 8' to 10' in a rear yard is installed. No more than 25% of the wall surface shall be left open. Shrubs and walls may be reduced in height to 30 inches within sight triangles as required by the Charlotte Department of Transportation (CDOT). This landscaping area may be interrupted with a gate/pedestrian access way to an adjacent site, or a driveway to an adjacent alley. **[9.1208(9)(b)]**

## Dumpsters

Address trash and dumpster locations, screening and impacts of on-street trash pickup.

## Lighting

Address “spillover” lighting.

### Commission Discussion

- Modify Section 9.1208.10 to prevent outdoor and parking deck lighting from spilling over into/onto other properties.
- Screen light inside a deck or rooftop from adjacent properties. Parking lot lighting should be screened from adjacent development/have a cut-off requirement.

### Existing TOD Zoning Ordinance

- Dumpsters, recycling containers, compactors, large above-ground utility structures and solid waste handling areas are not permitted in any setback or yard and shall be screened from adjacent property and from public view with a minimum 6-foot high solid and finished masonry wall, with closeable gate that shall be 40% - 50% open for safety and security purposes. In no instance shall a chain link fence or a barbed wire fence be permitted. Dumpsters are not permitted in any required setback or yard space. **[9.1208(8)(b)]**

### Existing TOD Zoning Ordinance

- All outdoor lighting fixtures for parking lots, and pedestrian activity areas shall be classified as full cut-off, cutoff or semi-cutoff. In addition, any building light fixtures used to illuminate parking and pedestrian areas, and service areas shall be classified as full cutoff, cutoff or semi-cutoff. **[9.1208(10)(a)]**
- No outdoor lighting fixture or building light fixtures shall cause glare on public travel lanes or on adjacent residentially used or zoned property. All fixtures shall be screened in such a way that the light source shall not cast light directly on public travel lanes or on adjacent residentially used or zoned property. **[9.1208(10)(b)]**



## Non-Zoning Ordinance

### Transit

- Do more to promote bus ridership, better signage for rail to bus and bus to rail connections.

### Street Design

- Add painted crosswalks, create speed tables, and install slate signs in middle of streets.
- Narrow roads to decrease automobile speeds and make safer for pedestrians and cyclists and use leftover space to build separated bike lanes.
- Ensure that accessible design (e.g., curb ramps) is part of all street projects

### Tree Ordinance

- Require bigger street trees at shorter intervals to provide shade sooner rather than later.
- Require trees on both sides of the sidewalk.

### Affordable Housing

Address affordable housing options within our legal authority.

- There are two types of street trees required by the Tree Ordinance, large maturing trees and small maturing trees. Large trees are normally required at 40' intervals unless there are overhead utility lines. Under overhead utilities, small maturing trees are required at 30' intervals.



## Charlotte-Mecklenburg Planning Commission

## Fiscal Year 2017 Year in Review

The Charlotte-Mecklenburg Planning Commission is a 14-member planning advisory board to the City Council and County Commission and is regulated by an Interlocal Agreement with focus on initiatives of the Charlotte-Mecklenburg Planning Department's Strategic Operating Plan and Work Program.

### *Fiscal Year 2017 Planning Commissioners*

Anthony T. Lathrop,  
*Chairperson*  
Mike Sullivan,  
*Vice - Chairperson*  
Raymond Eschert  
John Fryday

John Ham  
Karen Labovitz  
Bolyn McClung  
Nasif Majeed  
Elizabeth McMillan

Dionne Nelson  
Deborah Ryan  
Sam Spencer  
Cozzie Watkins  
Nancy Wiggins

### **Strategic Priorities**

At their September 15, 2016 Annual Retreat, the Planning Commission identified the following strategic priorities for Fiscal Year 2017 (FY17):

1. Unified Development Ordinance & Place Type Policy
2. Initiate Review of Pedestrian Overlay District (PED)
3. Update & Implement Communication Policy
4. Update & Revise Livable City Policy Statement
5. Review Affordable Housing Policies

The Commission's strategic priorities set the Commission's FY17 Work Plan and were at the forefront of the Commission's discussions at their monthly meetings. This Year in Review document highlights the discussions and key actions taken by the Commission in FY17.

- **Livable City Policy Statement Update**

The Planning Commission adopted a Livable City Policy Statement and Guiding Principles to articulate the Commission's priorities for Charlotte's growth and development and guide the Commission's work in advising the governing bodies it serves. This policy statement is founded in the City's adopted Centers, Corridors and Wedges Growth Framework, General Development Policies and area plans, and serves to focus and prioritize the Commission's work and recommendations. In particular, the Commission is using this policy statement to guide the development of the City's Unified Development (Zoning) Ordinance, Community Character Policies and area plans, and inform the Commission's recommendation of zoning petitions and mandatory referrals. During FY17, they amended the Policy Statement and Guiding Principles and forwarded it to Council's Transportation and Planning Committee.

- **Transit Oriented Development Recommendations**

Using its "livable cities lens", the Planning Committee discussed Transit Oriented Development (TOD), focusing on recent development in the South End area. The Committee identified their top priorities for TOD and reviewed the current TOD zoning districts. The Committee identified areas of the current TOD regulations that needed to be strengthened to fulfill the purpose set out in the ordinance: "to require compact urban growth, opportunities for increased choice of transportation modes, and a safe and pleasant pedestrian environment by ensuring an attractive streetscape, a functional mix of complementary uses, and the provision of facilities that support transit use, bicycling, and walking."

In general, the Commission believes that the current TOD standards need to be clarified to better communicate expectations and provide more certainty for all involved in the process. To this end, the Commission recommended that:

- In the short term, the existing TOD standards be enforced to the fullest extent possible, with particular attention given to the Commission’s identified priorities;
- The identified priorities be used to help shape the elements included in Charlotte’s Place Type Policies; and,
- Ultimately, the Commission’s identified priorities be incorporated and addressed in the update of the development ordinances (Unified Development Ordinance), especially related to TOD zoning.

During FY17, the Commission supported the TOD recommendations and forwarded them to Council’s Transportation and Planning Committee.

- **Unified Development Ordinance**

Each month staff provided updates on the UDO process and the Commission provided substantial feedback and input on the project direction.

- **City Council Relations**

To help ensure the alignment of Commission principles with Council priorities, to strengthen the relationship with Council and improve communication, the Commission established a Transportation and Planning Committee liaison for the Commission. They also began periodic meetings with the Transportation and Planning Committee Chair/ Vice-chair.

- **Other Priority Areas**

In keeping with the Livable Cities focus, the Commission reviewed and adopted a resolution of support for Charlotte BIKES , Cross Charlotte Trail, North Tryon Vision Plan, and Charlotte WALKS. They invited the Charlotte Area Transit System (CATS) Chief Executive Officer, John Lewis to engage in a discussion on a number of CATS initiatives. Areas of discussion included the Blue Line Extension, Envision My Ride, and the upcoming study of the North and West Corridors and Center City integration. The Commission also engaged in discussions with the Charlotte Department of Transportation and Neighborhood and Business Services staffs on Uptown Connects and the City’s current Affordable Housing initiatives.

## ***Zoning Committee***

The Zoning Committee, in the past 12 months reviewed and made recommendations on 118 proposed rezoning cases. In addition, the Committee also reviewed and made recommendations on 5 proposed text amendments to the ordinance, and approved 1 Innovative MX-2 request.

## ***Planning Committee***

- **Mandatory Referral Process Change**

After reviewing the pertinent NC Statute, the Planning Committee recognized a need to better articulate the Mandatory Referral review process to ensure that each referral is appropriately evaluated and discussed and, if the Committee has concerns, that they are communicated to the appropriate parties. The Committee developed a new process that was put in place in January 2017 that specifies what the staff review includes, enhances the information from the Joint Use Task Force, clarifies the Committee response options, and provides guidance for how the Committee communicates concerns to submitting agencies and other bodies. During Fiscal Year 2017, the Committee reviewed 35 mandatory referrals.

- **Study of TOD Zoning Ordinance 'Result' in South End with Recommendations for Ordinance Changes**

The Planning Committee began discussing Transit Oriented Development (TOD) at their January 2016 meeting, focusing on recent development in the South End area. The Committee continued to discuss the TOD ordinance at several subsequent meetings and identified areas of the current TOD regulations that needed to be strengthened to fulfill the purpose set out in the ordinance. The Committee documented their findings and the full Commission supported them in May 2016. The priorities the Committee identified are already helping to shape the elements included in Charlotte's Place Type Policies and the Unified Development Ordinance process.

- **Place Types and Unified Development Ordinance**

The Committee has devoted considerable time to discussing and providing input and direction on the Place Type/Unified Development Ordinance initiative. In particular, they have:

- Reviewed the Place Type Palette and have had significant influence on how future Place Types are described, the words used to communicate key concepts and the outreach that has occurred to date.
- Discussed and suggested ways to better integrate the development of Place Types with the development of the Unified Development Ordinance.
- Received regular updates on the Unified Development Ordinance and provided feedback,

## ***Communication Committee***

In FY17, the Planning Commission's Communications Committee was reestablished. The Committee was charged with updating and implementing a communication plan to better foster a relationship of communication and direction between the City Council and the Planning Commission. The Committee continues to coordinate with the full Commission to finalize a formalized process for engagement.

## ***Intergovernmental Coordination***

The Planning Commission Chairperson serves as the Chair of the Planning Coordinating Committee (PCC), which consists of representatives from Charlotte City Council, Mecklenburg Board of County Commissioners, Charlotte-Mecklenburg Schools, six towns and planning directors from Charlotte and the towns. The Chairperson facilitated the PCC's annual Elected Officials Spring Joint Luncheon. The Luncheon's theme was Community Engagement—Taking Community Involvement in Local Government to the Next Level. Keynote speakers were Rick Morse and John Stephens (Associate Professors of Public Administration & Government at UNC School of Government).