

•

Planning Committee

Agenda Packet

November 19, 2019 |
Room 280
5:00 p.m. |

Charlotte-Mecklenburg Planning Commission

Planning Committee Meeting Agenda

November 19, 2019 | 5 p.m.

CMGC – 2nd Floor, Room 280

1. Call to Order and Introductions

2. Approval of September 17, 2019 Minutes. *Attachment 1*

3. **M.R. #19-26** | Mecklenburg County proposes to acquire 6.8 acres located on Neck Road adjacent to Auten Nature Preserve (Tax Parcel 013-032-25) as an addition to the Preserve. *Attachment 2*

Staff Resources: Dave Hill, Town of Huntersville Planning Department
 Jennifer Morell, Asset & Facility Management

4. **M.R. #19-27** | Mecklenburg County proposes to acquire 27 acres located on Mt. Holly-Huntersville Road and Alexandriana roads in the Town of Huntersville (Tax Parcels 017-042-05 & 18) for park and recreation purposes. *Attachment 3*

Staff Resources: Dave Hill, Town of Huntersville Planning Department
 Jennifer Morell, Asset & Facility Management

5. **M.R. #19-28** | Mecklenburg County proposes to acquire 9 acres located along a tributary of Irvins Creek in Mint Hill (Tax Parcel 135-365-22) for future greenway expansion. *Attachment 4*

Staff Resources: Candice Rorie, Planning, Design & Development
 Katie Daughtry, County Asset & Facility Management

6. **M.R. #19-29** | Mecklenburg County proposes to acquire a 1.8 acre parcel located at 4429 South Boulevard (Tax Parcel 149-061-15) for a new 18,850-sf branch library. *Attachment 5*

Staff Resources: Scott Correll, Planning, Design & Development
 David Dillard, Charlotte Mecklenburg Library

7. Planning Commission FY2020 Work Program Discussion. *Attachment 6*

- Framework for completing work plan project items #3 - #6
- Milestones for work plan project items #3 - #6
- Opportunities for cross collaboration

8. Adjournment

Planning Committee Meeting Minutes

October 15, 2019 – 5:00 p.m.

CMGC – 2nd Floor, Room 280

Attendance

Planning Committee Members Present: Chairperson Keba Samuel, Vice-Chairperson Douglas Welton, Commissioners: Erin Barbee, Andrew Blumenthal, John Fryday, Peter Kelly, and Elizabeth McMillan

Planning Staff Present: Scott Correll, Zenia Duhaney, Alberto Gonzalez, Laura Harmon, Garet Johnson, Melony McCullough, and Candice Rorie

Other Staff Present: Katie Daughtry, County Asset & Facility Management; Jason Hughes, Mecklenburg County Alcoholic Beverage Control Board; and Michael Tully, Mecklenburg County Alcoholic Beverage Control Board

Welcome and Introductions

Chairperson Samuel called the meeting to order at 5:01 p.m., welcomed those present and asked everyone to introduce themselves.

Approval of Minutes

A motion was made by Commissioner Barbee and seconded by Commissioner Kelly to approve the September 17, 2019 minutes with a correction to the spelling of Commissioner's Fryday's name. The minutes were unanimously approved.

Mandatory Referrals

M.R. #19-24 | Mecklenburg County Storm Water Services Program proposes to acquire several flood prone properties located on Riverside Drive and Lake Drive near the Catawba River (see mandatory referral for tax parcel numbers).

Commissioner Blumenthal asked if there is a reason why the parcels were chosen in such a fragmented way. Katie Daughtry (County Asset & Facility Management) explained that Storm Water services program targets properties that repeatedly experience significant flooding. The goal of the program is to offer people an option to relocate from floodplains. Commissioner Blumenthal asked if County is interested in purchasing other parcels that may be in a flood zone. Ms. Daughtry stated that Park and Recreation and others are interested in property in the area for open space. Park and Recreation has purchased a significant amount of property in the subject area for open space and for possibly creating more public access to the water

M.R. #19-25 | Mecklenburg County Alcohol Beverage Control Board proposes to lease approximately 1.76 acres of vacant land bounded by Steelescrot Parkway to the north, Hoover Creek Boulevard to the west, and Steele Creek Road to the southeast to operate an ABC Store (Tax Parcel 219-061-09).

Chairperson Samuel asked about impacts on the Steele Creek Road widening project. Alberto Gonzalez (Planning) explained the widening project. The ABC Board will consider this project as a part of their due diligence prior to leasing or purchasing the property. Commissioner Fryday asked if the project is on the Comprehensive Transportation Plan (CTP). Mr. Gonzalez responded that it is on the CTP and already funded and currently in planning and design. Commissioner Kelly asked if plans to develop the property factored in the road widening project. Candice Rorie (Planning) shared that the project is in the design phase and will go to right-of-way soon. Garett Johnson (Planning) added that the mandatory referral process allows multiple departments to review proposals, raise potential issues, and provide comments. Commissioner Barbee asked if the project is a part of a larger retail development and what other retailers will go in the space. Michael Tully (Mecklenburg County Alcoholic Beverage Control Board) responded that it is a part of the Rivergate Park development which is mostly built out.

A motion was made by Commissioner Kelly and seconded by Commissioner Fryday to state that the Planning Committee reviewed M.R. #19-24 and M.R. #19-25, on October 15, 2019 and has no additional comments for the submitting agency. The motion was unanimously approved.

The Chairperson thanked Committee members for attending the recent Comprehensive workshops.

Commissioner Kelly asked about the Planning Commission retreat materials. Ms. Rorie stated that the retreat minutes will be sent to the Executive Committee for discussion at their October 21 meeting. Chairperson Samuel explained that the Executive Committee will review the information from the retreat and make assignments.

Adjournment

The meeting was adjourned at 5:14 pm.

MANDATORY REFERRAL | REPORT NO. 19-26
Proposal to acquire property on Neck Road

PROJECT PROPOSAL AND LOCATION:

The County would like to acquire tax parcel 013-032-25 (+/- 6.802 acres) located on Neck Road as an addition to Auten Nature Preserve. Zoned R Rural according to the Town of Huntersville's Zoning Ordinance, the property is undeveloped and surrounded by single-family residential properties and other County-owned nature preserve properties.

PROJECT JUSTIFICATION:

As the County continues to develop, the opportunity to preserve the area's natural habitat and vegetation will become increasingly rare. Acquisition of this property takes steps toward achieving contiguous property ownership for Auten Nature Preserve. Park and Recreation has found that nature preserves function better with large, contiguous stretches of property so that plant and animal life can be maintained and protected.

CONSISTENCY WITH ADOPTED PUBLIC POLICIES:

This acquisition is consistent with Mecklenburg County's *Park and Recreation Master Plan* which recommends the acquisition of land to provide linkages between nature preserves, especially in the vicinity of Mountain Island Lake.

CONSISTENCY WITH ADOPTED LAND USE PLANS:

This acquisition is consistent with the goals and objectives adopted by the Town of Huntersville.

PROJECT IMPACT: Acquisition of this property fills in ownership gaps for the County's Nature Preserve properties in this area and expands the area protected by Auten Nature Preserve. County acquisition of this property also removes the risk of potential development for this parcel.

RELATIONSHIP TO OTHER PUBLIC OR PRIVATE PROJECTS: There are no known related public or private projects.

ESTIMATED PROJECT COMPLETION DATE: Acquisition of this parcel is expected to be complete in FY20.

JOINT USE TASK FORCE REVIEW COMMENTS:

The Joint Use Task Force reviewed this proposal electronically and offered no comments.

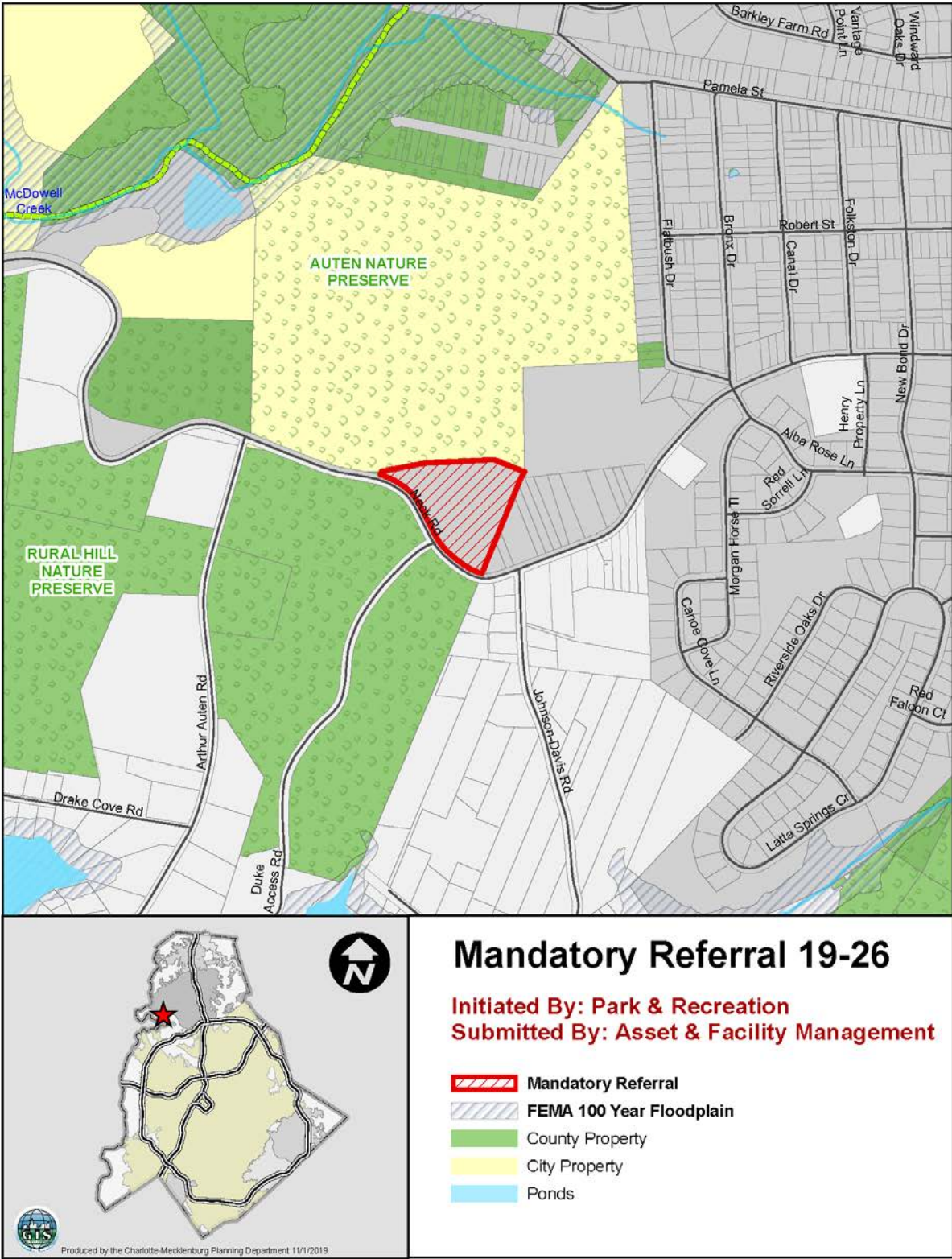
TOWN OF HUNTERSVILLE PLANNING STAFF REVIEW:

Planning staff has reviewed the proposed request and has no additional comments.

CMPC PLANNING COMMITTEE REVIEW:

At their November 19th meeting, the Planning Committee reviewed the proposed request and had the following comments:

LOCATION MAP





MANDATORY REFERRAL | REPORT NO. 19-27
Proposal to acquire property on Mt. Holly-Huntersville Road

PROJECT PROPOSAL AND LOCATION:

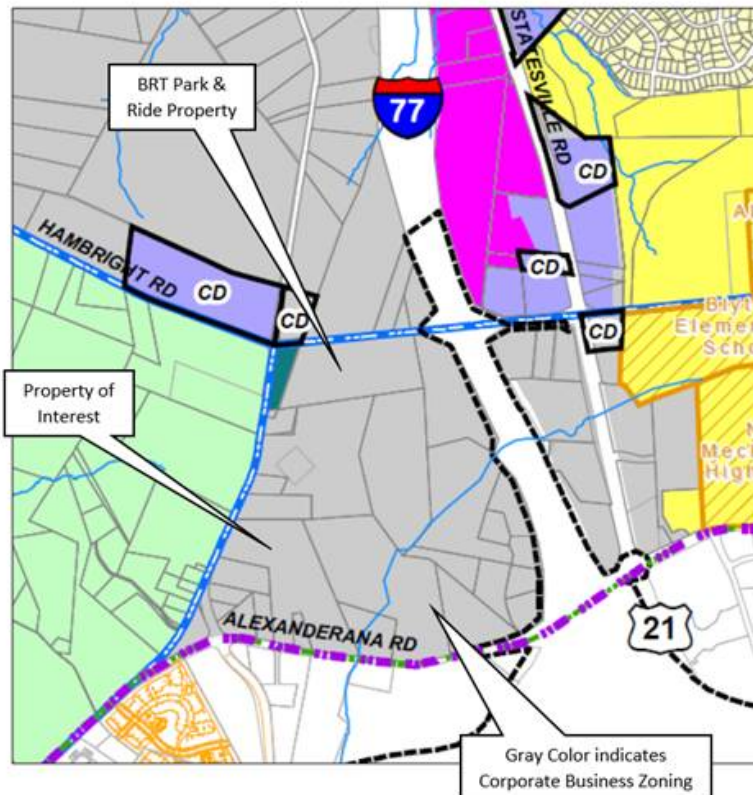
The County would like to acquire two adjacent tax parcels, 017-042-05 and 017-042-18 (+/-27.21 acres), in the Town of Huntersville for Park and Recreation purposes. Located west of I-77 and north of I-485, both parcels contain single-family homes and are zoned Corporate Business (CB) according to the Town of Huntersville's Zoning Ordinance. Both parcels are largely wooded with the exception of clearing for two homesites – one fronting Mt. Holly-Huntersville Road and the other fronting Alexandriana Road.

PROJECT JUSTIFICATION: The proposed acquisitions are located within an identified park gap area in northwest Mecklenburg County. While not yet master planned, potential features may include community park amenities such as a park shelter, half-court basketball, sports fields and a play structure.

CONSISTENCY WITH ADOPTED PUBLIC POLICIES: Acquisition of this property is consistent with the County's Park & Recreation Master Plan which recommends the acquisition of additional park land to meet the standard acreage goals per number of County residents and to provide additional parks in underserved gap areas.

CONSISTENCY WITH ADOPTED LAND USE PLANS:

Acquisition of the two parcels is not consistent with the Town of Huntersville's comprehensive plan or the Town's Strategic Economic Development Plan. The area where the property is located, is a priority economic development target for the Town and is one of the prime locations for a Bus Rapid Transit station (currently being jointly planned with CATS). This area is one of the Town's few remaining concentrations of vacant land suitable for business development and job creation. The land area shown on the map is considered an important asset to allow the Town to grow with a diversified and balanced tax base.



PROJECT IMPACT: This property is located within a park gap area in northwest Mecklenburg County and would meet Park and Recreation's goal to provide additional parkland and amenities for County residents in this area.

RELATIONSHIP TO OTHER PUBLIC OR PRIVATE PROJECTS: There are no known related public or private projects.

ESTIMATED PROJECT COMPLETION DATE: Acquisition of this property should be complete in FY20.

JOINT USE TASK FORCE REVIEW COMMENTS:

The Joint Use Task Force reviewed this proposal electronically and offered no comments.

TOWN OF HUNTERSVILLE PLANNING STAFF REVIEW:

Huntersville Planning staff has reviewed the proposed request and has the following comments:

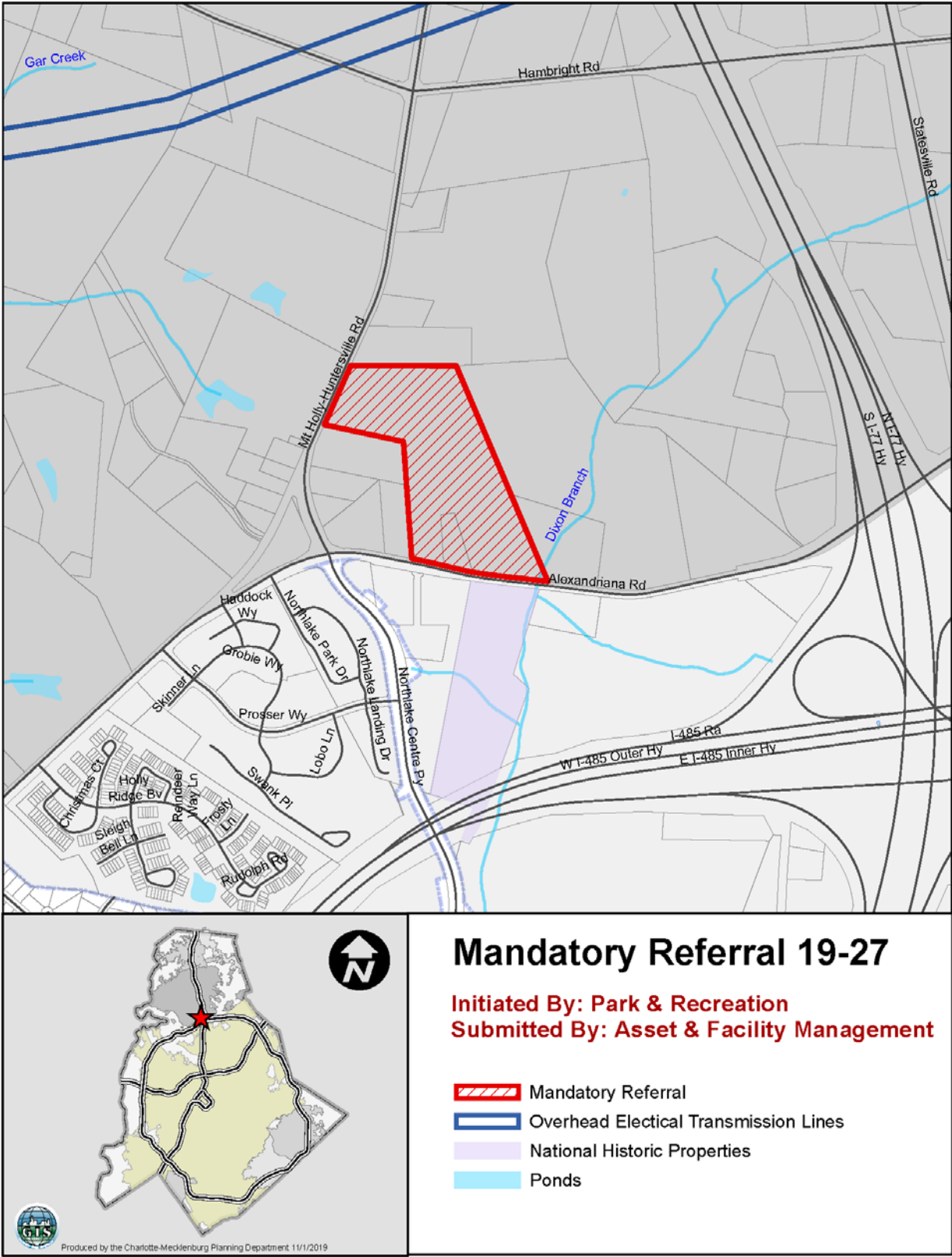
Conclusions:

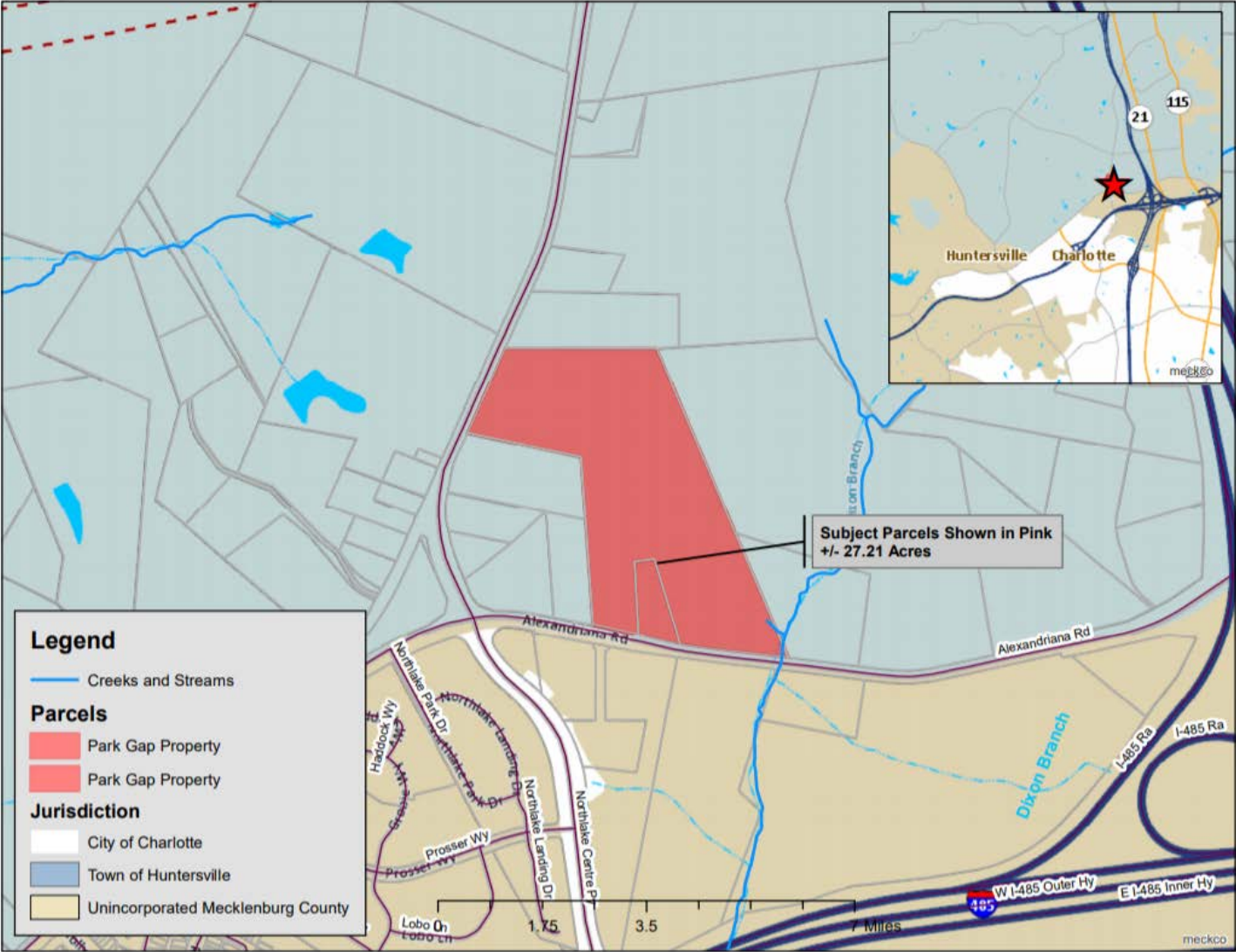
- This submittal proposes an acquisition that is not in the best interest of Huntersville.

CMPC PLANNING COMMITTEE REVIEW:

At their November 19th meeting, the Planning Committee reviewed the proposed request and had the following comments:

LOCATION MAP





MANDATORY REFERRAL | REPORT NO. 19-28
Proposal to acquire property along a tributary of Irvins Creek in Mint Hill

PROJECT PROPOSAL AND LOCATION: The County would like to acquire tax parcels 135-365-22 (+/- 9.11 acres) and 135-365-01 (+/- 7.19 acres), located along a tributary of Irvins Creek, in Mint Hill for future Irvins Creek Greenway. Zoned R, Residential District according to the Town of Mint Hill Zoning Ordinance, the properties are vacant and surrounded by single-family residential uses. Both acquisitions are located mostly within the flood plain. Parcel 135-365-01 is located almost entirely in the floodplain while parcel 135-365-22 has floodplain along its eastern edge.

PROJECT JUSTIFICATION: This section of Irvins Creek Greenway is not currently designed or funded for construction. Acquisition of these parcels will allow the County to increase its landholdings in the area for future greenway expansion.

CONSISTENCY WITH ADOPTED PUBLIC POLICIES:

Acquisition of these properties is consistent with the County's *Park & Recreation Master Plan* which identifies this tributary of Irvins Creek as a greenway corridor.

CONSISTENCY WITH ADOPTED LAND USE PLANS: The sites are located in the Residential District (R), which according to the Town of Mint Hill's Unified Development Ordinance (2011), is designed to encourage the protection of the natural and manmade environment and resources and the retention of existing farm lands, rural estates, forested and water areas and other open type uses. Other selected uses, consistent with the needs of the community, are also provided for in this district.

PROJECT IMPACT: Acquisition of this property would allow for the expansion of the County's greenway system and the potential for stream improvements along Irvins Creek.

RELATIONSHIP TO OTHER PUBLIC OR PRIVATE PROJECTS: There are no known related public or private projects.

ESTIMATED PROJECT COMPLETION DATE: Acquisition of these parcels is expected to be complete in FY20.

JOINT USE TASK FORCE REVIEW COMMENTS:

The Joint Use Task Force reviewed this proposal electronically and offered no comments.

PLANNING STAFF REVIEW:

Planning staff has reviewed the proposed request and has the following comments:

Conclusions:

- The acquisition of these parcels for the future Irvins Creek Greenway is consistent with goals set forth in the description of the Residential District in Section 4.2 of the Town of Mint Hill Unified Development Ordinance (2011).

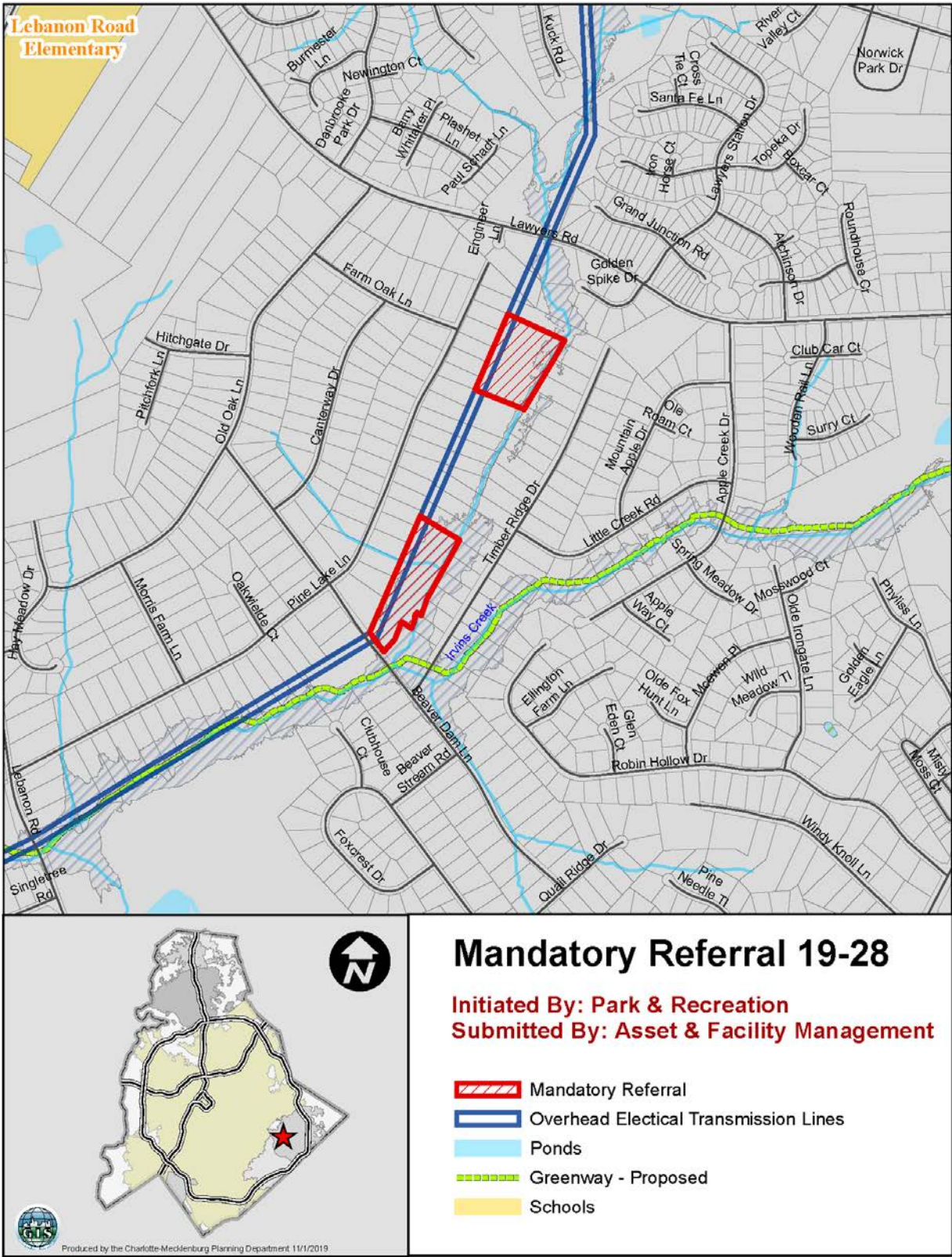
Adopted Goals and Policies:

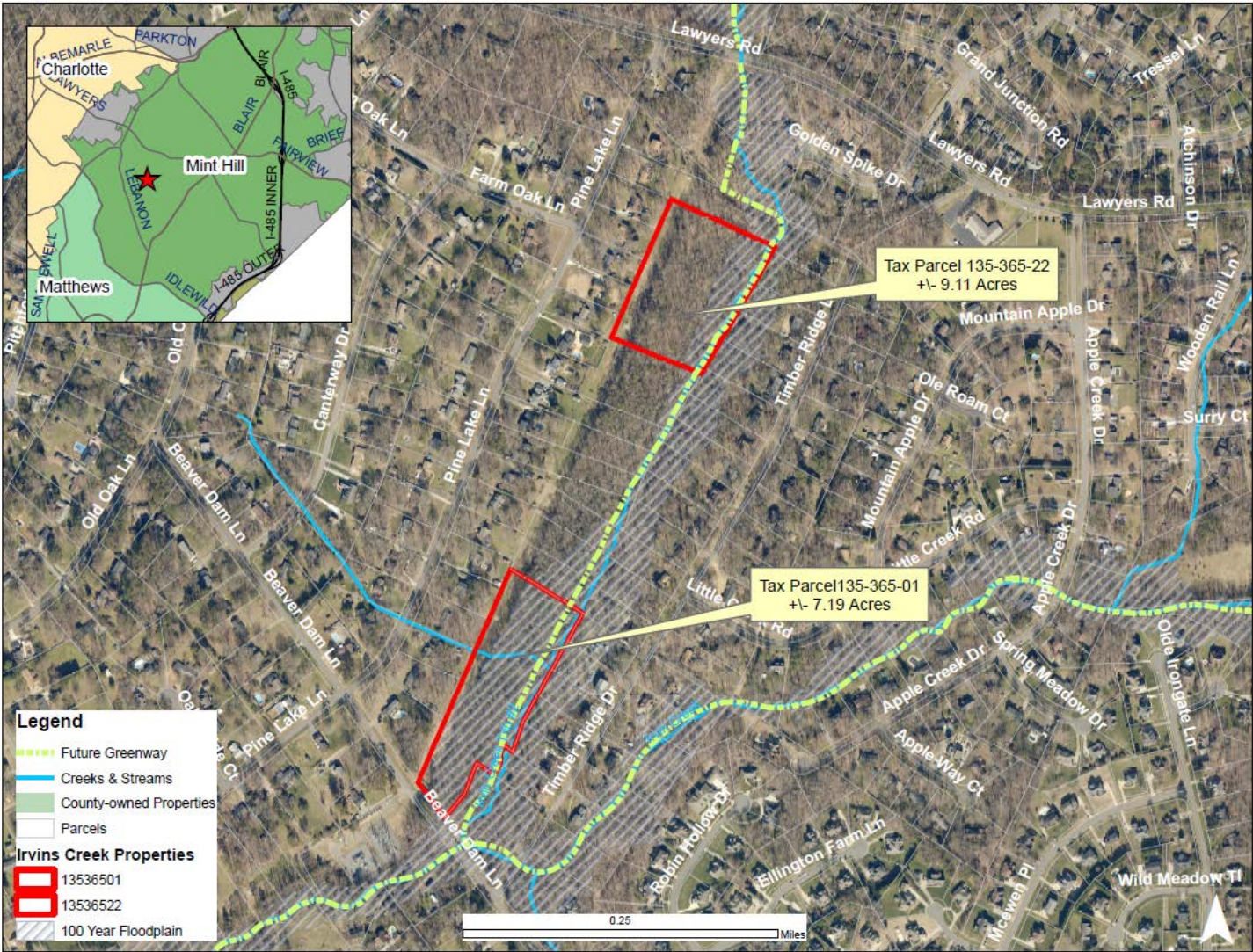
- The future Irvins Creek Greenway meets the objective of the Residential District in the Unified Development Ordinance to protect the natural environment and provide uses consistent with the needs of the community in the Town of Mint Hill.

CMPC PLANNING COMMITTEE REVIEW:

At their November 19th meeting, the Planning Committee reviewed the proposed request and had the following comments:

LOCATION MAP





MANDATORY REFERRAL | REPORT NO. 19-29
Proposal to acquire property on South Blvd

PROJECT PROPOSAL AND LOCATION:

The Library desires to purchase the property at 4429 South Boulevard (Parcel 14906115), the site of a new 18,850-sf branch library, by exercising its first right of refusal to purchase. The 1.817-acre parcel with a single-story branch library is located on the east side of South Boulevard, south of Scaleybark Road and north of Briabend Drive. It is zoned I-2 as is all the property along South Boulevard in that block. The land behind the site is zoned R-17MF and is occupied by an apartment complex.

PROJECT JUSTIFICATION:

The Charlotte Mecklenburg Library at 4429 South Boulevard would replace the 5,500-sf branch at 101 Scaleybark Road. This branch serves the citizens of the county south of the West Boulevard branch and west of the Myers Park and Morrison branches. This new location fits into the strategic long-range plan for the library with the added benefit on only being .4 miles from its existing location. This location is consistent with the Charlotte Mecklenburg Library's goal of being within a 15-minute drive to 80% of the county's residents.

CONSISTENCY WITH ADOPTED PUBLIC POLICIES:

The entire scope of individual and community benefits is associated with the Charlotte Mecklenburg Library's mission of improving lives and building a strong community and its vision of being the essential connector of a thriving community of readers, leaders, and learners.

CONSISTENCY WITH ADOPTED LAND USE PLANS:

This project proposal is both consistent and inconsistent with the Scaleybark Station Area Plan (2009).

- The plan recommends relocating the branch library on Scaleybark Road, however, it specifies that it should be incorporated into a transit oriented project near the center of the Scaleybark station area.
- The plan recommends transit oriented development for this parcel.

PROJECT IMPACT:

The property is significantly larger than the existing neighborhood facility and would provide more frequent programming and resources at this new location.

RELATIONSHIP TO OTHER PUBLIC OR PRIVATE PROJECTS:

There is no impact to other area projects.

ESTIMATED PROJECT COMPLETION DATE:

The Library anticipates the closing will occur by the end of this calendar year.

JOINT USE TASK FORCE REVIEW COMMENTS:

The Joint Use Task Force reviewed this proposal electronically and offered no comments.

PLANNING STAFF REVIEW:

Planning staff has reviewed the proposed request and has the following comments:

Conclusions:

- The property is located within the Scaleybark station area.
- The property is recommended for transit oriented development.
- The property is included in the proposed TOD alignment rezoning process to be rezoned to TOD-TR.

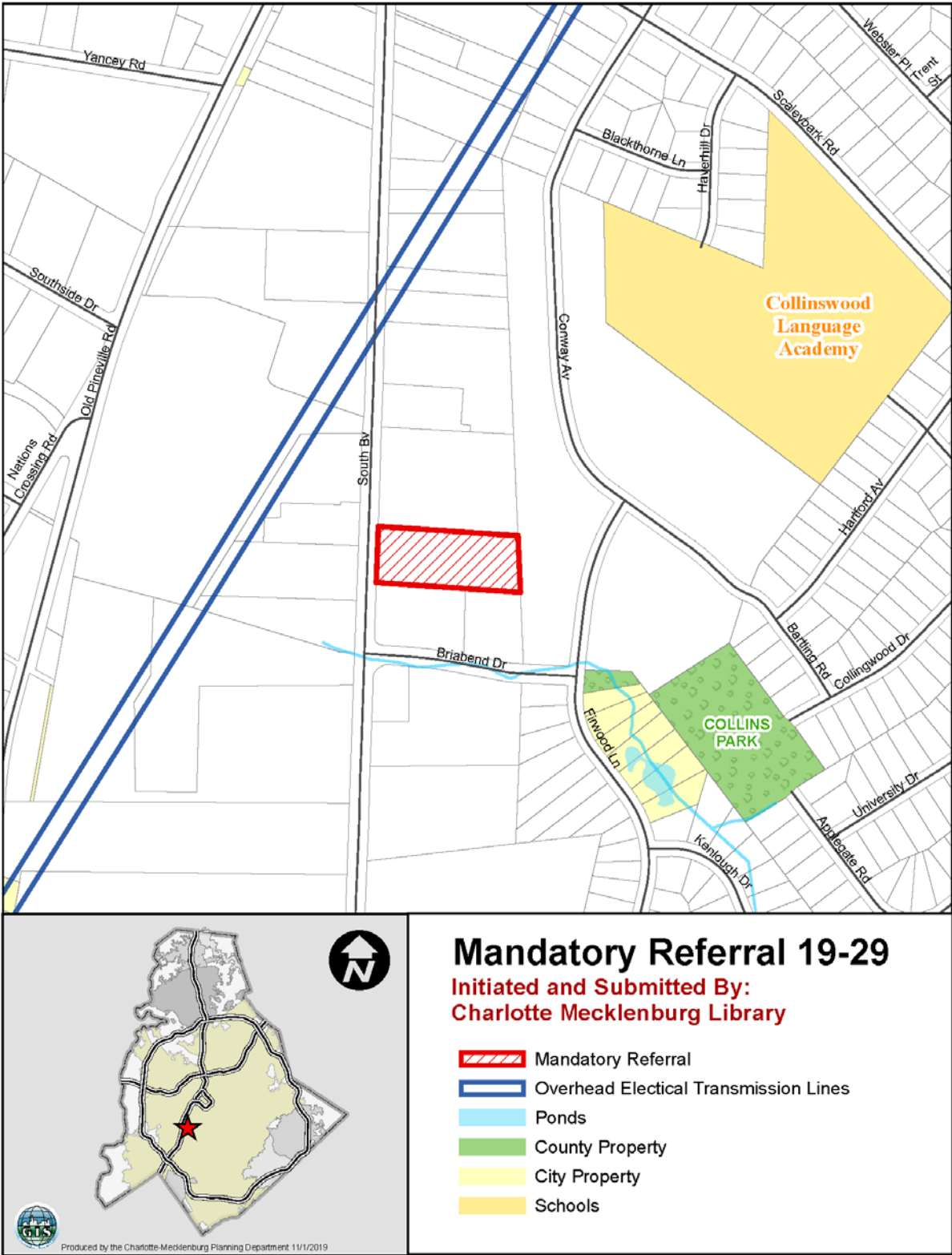
Adopted Goals and Policies:

- The Scaleybark Station Area Plan recommends a new library branch in the station area.

CMPC PLANNING COMMITTEE REVIEW:

At their November 19th meeting, the Planning Committee reviewed the proposed request and had the following comments:

LOCATION MAP



FY2020 PLANNING COMMISSION WORK PROGRAM
(September 2019 to July 2020)

ATTACHMENT 6

The Planning Commission identified the **FY2020 Work Program** recommendations at the 2019 Planning Commission Retreat held on September 13, 2019 at the Charlotte Fire Department's Headquarters. Six project focus areas were selected for the upcoming year along with objectives, success measures, targets, and Commissioners' accountabilities.

Progress on this work program will be monitored quarterly with updates to the Planning Commission. Below is the **FY2020 Work Program**.

PROJECT	OBJECTIVE(S)	MEASURE OF SUCCESS	TARGET	ACCOUNTABILITY
1. Charlotte Future 2040 Comprehensive Plan	1.1 Ensure the Planning Commission's engagement in the Comprehensive Plan development and offer plan recommendations.	<i>Make Comprehensive Plan recommendations.</i>	<i>Ongoing</i>	Sam Spenser Keba Samuel
2. Unified Development Ordinance Interim Text Amendments	1.2 Review the Comprehensive Plan's future land use recommendations to assess future private and public land use needs.	<i>Provide an assessment of the Comprehensive Plan Land Use recommendations.</i>	<i>TBD</i>	Nancy Wiggins Bolyn McClung
	2.1 Ensure the Planning Commission's engagement in the Unified Development Ordinance and facilitate interim ordinance amendment recommendations. <i>A. Sign Ordinance Recommendation B. Tree Ordinance Recommendation C. TOD Alignment Rezoning D. UDO Updates</i>	<i>1. Establish milestone timeline and schedule 2. Recommendations</i>	<i>A. 10/1/2019 B. 10/01/2019 C. 11/05/2019 D. Ongoing</i>	Sam Spencer Keba Samuel
3. Work Group: Zoning Committee review process of rezoning cases	3.1 Explore regulatory and procedure improvements to streamline and expedite the Zoning Committee review process	<i>Develop recommendations for improving the Zoning Committee review process</i>	<i>6/2020</i>	John Fryday Phillip Gussman

FY2020 PLANNING COMMISSION WORK PROGRAM
(September 2019 to July 2020)

PROJECT	OBJECTIVE(S)	MEASURE OF SUCCESS	TARGET	ACCOUNTABILITY
	3.2 Consider the cumulative impact of rezonings in the area surrounding a zoning case.	<i>Assess the adequacy of area rezoning impact information.</i>	<i>3/2020</i>	John Fryday Phillip Gussman
	3.3 Review best practices of advisory boards in other communities for making rezoning decisions.	<i>Provide a report on best practices in other communities.</i>	<i>3/2020</i>	Douglas Welton Victoria Nwasike
4. Work Group: Planning Commission's Vision & Policy Statements	4.1 Prepare and approve an <i>Environmental Policy Statement</i> to share with the Governing Bodies and Advisory Boards.	<ul style="list-style-type: none"> <i>Adoption of a Planning Commission Environmental Statement</i> <i>Possible Text Amendment</i> 	<i>2/2020</i>	Cozzie Watkins Andrew Blumenthal
	4.2 Prepare and approve an <i>Economic Mobility Statement</i> to share with the Governing Bodies and Advisory Boards	<ul style="list-style-type: none"> <i>Adoption of a Planning Commission Economic Mobility Statement.</i> 	<i>3/2020</i>	John Ham Erin Barbee Peter Kelly
	4.3 Prepare and approve a <i>Transportation Policy Statement</i> to share with the Governing Bodies and Advisory Boards.	<i>Adoption of a Planning Commission Transportation Statement.</i>	<i>5/2020</i>	Nancy Wiggins Erin Barbee Victoria Nwasike

FY2020 PLANNING COMMISSION WORK PROGRAM
(September 2019 to July 2020)

PROJECT	OBJECTIVE(S)	MEASURE OF SUCCESS	TARGET	ACCOUNTABILITY
5. Work Group: Inter-Governmental Collaboration	5.1 Improve the Planning Commission's communication and engagement with the City Council, Board of County Commissioners, School Board and local advisory boards to better address planning and regulatory issues.	<i>Create a Communication and Engagement Plan for the Commission</i>	<i>3/2020</i>	Elizabeth McMillan Peter Kelly
6. Work Group: Interlocal Agreement Review	6.1 Review the current Inter-Local Agreement for potential recommended revisions to be made to the City Council and Board of County Commissioners	<i>Complete review and make recommendations to the Planning Commission.</i>	<i>6/2020</i>	Keba Samuel Victoria Nwasike Nancy Wiggins

Role and Responsibilities:

Planning Commission – Review and provide final recommendations on topics and objectives. Elect to adopt requested statements.

Planning Committee/Zoning Committee - Review and provide final recommendations on topics and objectives. Elect to adopt requested statements assigned to the appropriate committee.

Work Program Work Groups –Responsible for the scheduling, organizing, overseeing and reporting of all activities for each Work Group project. This shall include but not be limited to selecting the project team, scheduling meetings, setting agendas, identifying meeting locations, overseeing meetings, drafting final recommendations and reporting to Commission or other Committees.

Staff – Responsible for the Planning Commission, Planning Committee and Zoning Committee work tasks and meeting arrangements as currently conducted. Staff will not be responsible and is not adequately equipped to provide any resources for the aforementioned Work Group responsibilities.