



March 11, 2019

**RE: ZONING APPROVAL FOR AN ADMINISTRATIVE DEVIATION**  
**1522 Sharon Road**  
**TAX PARCEL NUMBER: 207-022-20**  
**CASE NUMBER: 2019-017AD**

Dear Property Owner:

Your request for an administrative variance to allow a 2 foot encroachment of a second story balcony overhang into the 5 foot required separation of an architectural feature from a private street and surface parking area per the Zoning Ordinance Section 9.303(19)(e), allowing a balcony overhang of 4 foot depth on the second story of the northern 4 unit building facing the parking drive, and a separation of 3 feet, has been **granted**.

My investigation and review of the request indicates that the following facts warrant approval of the request:

1. The property is zoned R17-MF (Multi-Family) and is required a minimum 5 foot separation of an architectural feature from a surface parking area per the Zoning Ordinance Section 9.303(19)(e).
2. On May 2, 2018, Sharon Road West Multifamily Construction Documents were approved for the site showing an encroachment of 4 feet into the required separation (6 foot balcony overhang) on the four unit building on the north of the site.
3. The proposed deviation is the result of an inadvertent error that occurred during plan review.
4. The separation encroachment was discovered during subdivision review of the property.
5. The encroachment is internal to the site and will not be easily detectable or visible.
6. The requested deviation of 2 feet into the required 5 foot separation is within the dimensional measurement allowed by Section 4.107(2) of the Zoning Ordinance.

The administrative approval was granted under Section 4.107 (Delegated Authority) of the City of Charlotte Zoning Ordinance. If any permits are required, please make sure that the annotation of this section is noted on the permit application. Please retain this letter as documentation that the administrative variance for the encroachment was granted. If I can be of further assistance, please contact me at 704-336-8314.

Sincerely,

Lisa McCarter  
Planning Coordinator