

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

# Planning Commission

Jan 10, 2011  
work session

Charlotte-Mecklenburg  
Government Center

Room 267  
Noon





# Agenda



# Charlotte-Mecklenburg Planning Commission

January 10, 2011 - Noon

CMGC - Conference Room 267

Work Session Agenda

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## Call to Order & Introductions

Stephen Rosenburgh

### Administration

#### Approval of Planning Commission Minutes

Approve the December 6, 2010 work session minutes

*Attachment 1*

### Policy

#### Joint Use Task Force

Jonathan Wells

**Background:** Planning staff to provide an overview of the Joint Use Task Force.

**Action:** Receive as information.

#### Text Amendments

##### Heights in Residential Districts (HIRD)

Katrina Young

**Background:** Planning staff to provide an update on the HIRD text amendment stakeholder process.

**Action:** Receive as information.

##### Pedestrian Overlay District (PED)

John Howard

**Background:** Planning staff to provide an update on the PED text amendment stakeholder process.

**Action:** Receive as information.

### Information

#### Planning Director's Report

##### January & February Meeting Schedules

*Attachment 2*

##### Planning Department's Public Outreach Presentations

*Attachment 3*

### Committee Reports

#### Executive Committee

Stephen Rosenburgh

- November 23, 2010 Approved Minutes

*Attachment 4*

- Future Agenda Items

- UNCC Land Use Study (February)

- Charlotte's Housing Market 2010 3<sup>rd</sup> Quarter Study (February)

#### Zoning Committee

Stephen Rosenburgh

- Public Hearings

*Attachment 5*

- Zoning Committee Agenda

*Attachment 6*

**Planning Committee**

- November 16, 2010 Approved Minutes

Yolanda Johnson  
*Attachment 7*

**Historic District Commission**

- December 8, 2010 Meeting Update

Meg Nealon  
*Attachment 8*

**Communication from Chairperson**

- Update on the Planning Commission Retreat Follow-Up

Stephen Rosenburgh



*Administration*



# Charlotte-Mecklenburg Planning Commission

Attachment 1

December 6, 2010 – Noon

CMGC – Conference Room 267

Action Minutes

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## Attendance

**Commissioners Present:** Stephen Rosenburgh (Chairperson), Yolanda Johnson (Vice-Chairperson), Emma Allen, Tracy Finch Dodson, Steven Firestone, Claire Green Fallon, Nina Lipton, Eric Locher, Meg Nealon, Greg Phipps, Joel Randolph, and Dwayne Walker,

**Commissioners Absent:** Lucia Griffith & Andy Zoutewelle

Commissioner Walker arrived at 12:40 pm.

Vice-Chairperson Johnson and Commissioner Green Fallon left the meeting at 1:12 pm.

**Planning Staff Present:** Laura Harmon, Solomon Fortune, Sandy Montgomery, Cheryl Neely, Sandra Stewart, and Katrina Young

**Guests Present:** Marilyn Marks (Charlotte Mecklenburg Food Policy Council), Allison Mignery (Carolinas Health Care) and Dr. Elizabeth Racine (UNC Charlotte)

## Call to Order

The Chairperson called the meeting to order at 12:13 pm.

## Administration

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

Chairperson Rosenburgh asked for a motion to approve the November 1, 2010 work session minutes. Commissioner Lipton stated that during the Transportation presentation, the Chairperson asked Mr. Steinman a question about a slide which illustrated a decline in population within ¼ mile of transit stops. She noted that the Commission asked for follow up details about the slide. She asked that this be included in the minutes since it is a follow-up item. The Chairperson asked Cheryl Neely to make note of this. Ms. Neely indicated that she would review the meeting recording. Commissioner Nina Lipton moved to approve the minutes, seconded by Vice-Chairperson Johnson with the modification. The vote was 11 to 0 to approve with the proposed modification.

## Policy

### **Mecklenburg County Community Food Assessment**

Marilyn Marks stated that the Charlotte-Mecklenburg Food Policy Council is the local advisory/advocacy group for food in Mecklenburg County. When the Council was formed there was as need to find out the state of food or the ability to get food in Mecklenburg County.

Dr. Elizabeth Racine shared that the Council asked her to do a food assessment to look at what kinds of food stores are in different neighborhoods throughout Mecklenburg County. Phase 1 of the study included:

- Identifying food deserts in Mecklenburg County
- Determining if there is a relationship between the number of food stores in a census block group and population density, median household income of the residents, race/ethnicity of the residents and health indicators

Mecklenburg County was divided into 373 census block groups. There are 721 food stores within these block groups. 186 of these stores are classified as full service grocery stores and 466 are SNAP approved (SNAP is the new name for the food stamp program). Stores are required to sell two types of perishable products to be able to accept SNAP benefits. Most stores sell milk and bread to meet this requirement. Although many stores are SNAP approved, they are not full service grocery stores. Convenience stores, drug stores and other stores such as Family Dollar are approved to accept SNAP because they meet this requirement.

The study defined a food desert is an area in a low income neighborhood that does not have access to healthy food. Of the 373 census blocks, 60 are food deserts. In the food deserts areas about 32 percent of residents are SNAP recipients. There are 89 stores within the food desert areas, however only one sells produce. This store is a farmers market which is open periodically.

The majority of all census block groups don't have full service grocery stores. There are triple the amount of non full service stores and SNAP approved stores in lower income census tracts than in higher income areas.

The food assessment revealed the following:

- As the number of food stores increase population density decreases.
- As the number of full service food stores increases, median income decreases.
- There are more non full service stores as income decreases.
- Asians and Hispanics tend to live in areas where there are a lot of stores.
- Premature deaths (before age 65) due to diabetes and heart disease decrease in areas where there are full service stores.

Allison Mignery serves as the government liaison for the Food Council. Ms. Mignery presented the following recommendations from the food assessment:

1. Work to get more mobile farmers markets or produce markets in food deserts. Perhaps locating a produce truck at the CATS Transit Center. The first year of this initiative would cost about \$40,000 but long term this concept should be an entrepreneurial opportunity.
2. Implement a Women, Infant & Children's (WIC) Farmers Market Nutrition Program. Currently SNAP is accepted at farmers markets, but WIC is not. Mecklenburg County has the largest WIC program in the state.
3. Apply for nutrition education funds to come up with a SNAP education program to train recipients on nutrition and cooking.
4. Design zoning and land use policies to allow community gardens as an approved use on vacant lots and work with Park and Recreation to require that all new parks include space for community gardens.

Phase 2 of the food assessment was funded through the Mecklenburg County Health Department. There were four focus groups conducted in October, 2010. Two groups were SNAP recipients and two were non SNAP recipients. The objective of the focus groups was to gain the community perspective on food store availability. Participants were asked how they get food, the reason for choosing certain stores, and the transportation method used to get to the store. The findings from this phase are not available.

The second part of Phase 2 will include a restaurant analysis to determine the availability of fast food restaurants in food deserts and if there are relationships between the number of fast food restaurants and race/ethnicity, median income and premature deaths to diabetes and heart disease.

Commissioner Locher asked how the \$40,000 for the mobile farmers market would be used. Ms. Mignery responded that those funds would be used to purchase a truck, maintain the vehicle, purchase produce and pay a part time driver's salary.

Commissioner Locher asked how do stores receive their money and what percentage they receive from SNAP purchases. Ms. Mignery explained that SNAP card purchases are similar to debit card transactions. The purchaser swipes the SNAP card and the store receives all the money from the transaction. The WIC program currently uses paper vouchers and plans to use an electronic processing system by 2020. Dr. Racine added that \$11 million a month is distributed to SNAP recipients in Mecklenburg County.

Commissioner Lipton thanked all for the presentation and acknowledged the request for changes to the Zoning Ordinance to allow for community gardens. She asked if there were other barriers or deficiencies in the Zoning Ordinance that may help promote what they are doing. Ms. Mignery shared that the Farmer's Market text amendment was identified a couple of years ago and that they had worked with staff to provide input on the amendment. She was glad to see that the amendment was coming to fruition. She also noted that the Community garden recommendation can be easily replicated because other communities already have policies in place which allow for community gardens.

Commissioner Lipton was not sure how the text amendment would help with areas that have food deserts. Ms. Mignery stated that mobile farmers markets can be used to bring foods into those areas. She is interested in partnering with the Commission and Planning staff to determine appropriate zoning classifications and amend the ordinance, if necessary, to allow for community gardens.

Commissioner Nealon asked if they were looking at other community gardens throughout the Country and how long term maintenance, participation and distribution of products are handled in other areas. Ms. Mignery responded that community gardens are extremely successful and there are several established gardens in Charlotte. Marilyn Marks explained that there is a specific group working on community garden zoning issues; such as if gardens should be allowed in front yards. This group hopes to get best practices from other areas. Commissioner Nealon asked if there were any specific model communities. Dr. Elizabeth Racine responded that San Diego, CA and Durham, NC have successful community garden programs.

Commissioner Green Fallon asked if the study took the “little” farmers who locate along corridors such as Sugar Creek and Beatties Ford roads into consideration. Dr. Racine responded that they were not included in the study if they were not on the Business Wise list, which is a list of stores with business licenses. Commissioner Green Fallon suggested that the Bank Program which provides \$1,500 loans for new business start up could be advantageous.

Dr. Racine also stated that data used in the study was statistically significant. The data was regression models and controlled for income, race/ethnicity and population density.

Commissioner Firestone asked how Charlotte compares to other cities in terms of food deserts. Dr. Racine stated that Charlotte can’t compare to other cities because food deserts is a new term and other communities have done their studies differently.

Commissioner Phipps asked how effective are community gardens, especially since they are seasonal, time consuming and resource intensive. He asked how school and community gardens can have mass distribution of food to impact the community. Marilyn Marks responded that school and community gardens will not provide enough food for CMS. The concept has more to do with educating and raising children and adult’s understanding of healthy eating. She acknowledged that this may be starting small, but can have a great impact when combined with other recommendations.

Dr. Racine shared that the urban farming concept is huge. She noted that Detroit has a model program which uses vacant urban lots for gardens. Restaurants have bought into the idea of purchasing local food from these gardens. She hopes that in the future Charlotte will consider having zoning policies which allow for urban gardens. Marilyn Marks added that money is leaving the Charlotte community because we are not buying locally grown food.

Chairperson Rosenburgh thanked the presenters for the information. He agreed that having fresh produce available at the Transit Center is a great idea. He suggested that they partner with local grocers and CATS to place fresh produce at the Transit Center, instead of using the mobile truck concept. He also asked the presenters to share other thoughts or suggestions with staff.

## **Text Amendments**

### **Fresh Produce Markets**

Solomon Fortune presented the fresh produce market text amendment, explaining that this amendment deletes current regulations for “Outdoor Seasonal Fresh Produce Stands” and replaces it with new regulations for “Fresh Produce Markets”. He also explained that the Ordinance was being amended because outdoor seasonal fresh produce sales are only allowed in UR-C, B-1, B-2 and CC zoning districts. They currently must be located on lots occupied by another non-residential use, have design standards, cannot exceed 360 square feet and can only operate for 180 days at a time on one site, from April 1 to October 15. The current regulations also have parking requirements and limits the hours of operation to one half hour after sunrise to one half hour after sunset.

Mr. Fortune stated that the proposed regulations will remove the design standards, allow the use to operate year round, and locate in all districts with prescribed conditions. However, the use shall only be allowed in residential, institutional and office zoning districts as an accessory use to an institution or office use. A land use permit is required from Neighborhood and Business Services. The hours of operation are limited to 8:00 am to 9:00 pm. Permanent buildings are not

allowed in residential, office, or institutional districts. Temporary structures are allowed but must be removed within 7 days from the date the permit expires.

The Chairperson stated that this item had been discussed at length at the last two meetings. He asked if there were any questions, otherwise he would entertain a motion. Commissioner Lipton and staff clarified that this item has been on the Executive Committee's agenda, not the full Commission's work session agenda.

Commissioner Lipton asked if the current ordinance was broken. She also asked what can be done to help provide fresh produce in the areas that are lacking. Commissioner Lipton stated that she was confused as to the purpose of the amendment. The Chairperson responded that the current ordinance does not allow for the smaller church or community lots that may have one or two smaller vendors.

Commissioner Lipton asked why not modify the current language in the ordinance to allow for this instead of getting rid of the old ordinance and replacing it with a new one. Laura Harmon responded that there is little change in terminology, but a lot of the standards are the same. She stated that Carolinas Health Care contacted staff because they had a truck that came out to their offices and would not be able to operate as fully as they liked to because of the limited time period.

Commissioner Lipton stated that it is not clear what the prescribed conditions are for each district. She supports providing flexibility, but this seems to allow the whole spectrum. She referenced the text amendment to the information pillars which was being done because it wasn't interpreted as intended by the Zoning Ordinance. She wasn't sure that the Fresh Produce text amendment was going to achieve the purpose.

Commissioner Allen asked about removing the design standards. She stated that she was concerned about vendors being allowed to have structures that were not regulated by design standards. Katrina Young reiterated that permanent buildings are not allowed in residential, office or institutional districts. Temporary structures are allowed in these districts, but if the market is located on a church or school site the current building will serve as the structure.

Chairperson Rosenburgh asked if there are guidelines for what the structure should look like. Solomon Fortune replied that there are not guidelines. Laura Harmon suggested that staff gather these issues and respond during the Zoning Committee process. Commissioner Allen expressed concern again about a structure being allowed without any design guidelines.

Commissioner Green Fallon asked if this amendment will require small farmers who set up stands in their yards to get business licenses. Solomon Fortune responded that currently they should not be selling in residential districts. He further explained that this amendment will allow several mini vendors to locate in one area. Laura Harmon stated that this was not dealing with single family residential properties other than institutional uses. Code enforcement will enforce sales in residential districts just as they currently do. This amendment is broadening the locations where the sale of fresh produce is allowed.

Commissioner Green Fallon asked how much does business license cost. Katrina Young explained that it is based on gross revenue. Commissioner Green Fallon was concerned that the amendment would prohibit small vendors from selling their goods. Katrina Young responded that the amendment does not prohibit anything legally and will actually expand the areas where produce sales are allowed.

Commissioner Green Fallon asked if the text amendment addressed refrigeration and the sale of baked goods. Katrina Young explained that the amendment allows for the sale of fresh fruits and produce only. It does not allow for refrigeration or the sale of baked goods.

Chairperson Rosenburgh asked if the questions would be addressed with the Zoning Committee. Laura Harmon clarified that staff is asking for permission to file the text amendment on behalf of the Planning Commission or the Department's name. The amendment will go through the typical process.

Commissioner Randolph asked if it is time sensitive or if it could wait to allow for improvements to the amendment. Laura asked if the Commission wanted the improvements to come back to the full Commission or if they can be addressed during the Zoning Committee process. The Chairperson responded that concerns could be addressed during Zoning Committee review.

Commissioner Lipton stated that she was supportive of what staff is trying to do but suggested that it may be best to file the text amendment once everyone is comfortable with it rather than trying to change it during the Zoning Committee process. Laura Harmon responded that the only zoning related issue was Commissioner Allen's concern about design standards. The business license concern is not zoning regulated.

Commissioner Lipton asked what will prohibit a flea market. Laura Harmon stated that the amendment only allows for the sale of fresh produce, fruit and vegetable derived products and plants. Commissioner Lipton stated that the text amendment indicates that it is not intended to preclude the sale of manufactured items. She referenced text on page 5 of the text amendment which indicates that periodic retail sales and outdoor seasonal sales are allowed. Commissioner Lipton stated that she was worried about the unintended consequences.

Katrina Young addressed the urgency of the text amendment. She explained that when discussions were held with Carolinas Health Care they were going to use outdoor seasonal sales and temporary uses to allow their use to continue without being in violation of the code. They have already established these uses under the existing code. The permitted timeframe will expire and they would not be able to operate until the text amendment is approved.

The Chairperson stated that most of the Commission is in support of filing the text amendment and asked for a motion to approve filing the text amendment. A motion was made by Commission Nealon and seconded by Commissioner Phipps. The vote was 8 to 2 to file the text amendment on behalf of the Planning Commission. Commissioners Lipton and Allen voted against the filing of the text amendment.

## **Information**

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

Laura Harmon noted that due to the holidays, there were several changes to the December and January meeting schedules. She also indicated that the Department's public outreach presentations were included as attachment 5 in the agenda packet.

### **Committee Reports**

#### ***Executive Committee***

Chairperson Rosenburgh noted that the October 18, 2010 minutes were included in the agenda packet and asked for a motion to approve the minutes. Cheryl Neely informed the Chairperson that the minutes were already approved by the Executive Committee.

The Chairperson stated that the Charlotte's Housing Market – 2010 3<sup>rd</sup> Quarter Study is a future agenda item, but permission is needed from the author to distribute and discuss the report. The Chairperson will work to get authorization to release the Housing Study.

Commissioner Lipton asked about adding the UNCC Land Use study to the future agenda items list. The Chairperson noted that the UNCC Land Use study is already listed as a future agenda item. He asked Cheryl Neely to invite the author of the *Charlotte Observer* UNCC land use study article to present at a future work session.

The Chairperson noted that the HIRD text amendment and Capital Improvement Plan updates are other future agenda items.

#### ***Zoning Committee***

The Chairperson stated that there was a special Zoning Committee meeting at 2:00 pm to deal with the Urban Street Design Guidelines. He invited Planning Committee members to attend.

#### ***Planning Committee***

In the absence of Vice-Chairperson Johnson, Cheryl Neely informed the Chairperson and reminded Planning Committee members that the Planning Committee would tour the Steele Creek area at 2:00 pm, following the work session.

Commissioner Locher noted that Planning Committee members would not be able to attend the 2:00 pm Zoning Committee meeting.

#### ***Historic District Commission***

Commissioner Nealon reported that a couple of cases were deferred to address issues with specific details on the plans. She also noted that there was an interesting case in Wilmore where a former store was being converted to a home.

### **Communication from Chairperson**

The Chairperson announced that the Planning Coordinating Committee meeting will be held in late April. The Secretary of Commerce has agreed to be the keynote speaker. The meeting will be held in the Duke Energy Board Room. The Chairperson invited the full Commission to attend the meeting.

The Chairperson announced that the address for the holiday party was incorrect on the invitation and that Cheryl Neely will distribute an updated invitation following the work session. The Chairperson also announced that guests/spouses were not invited to the holiday party because of space issues.

Commissioner Lipton mentioned that the time for the Mayor's holiday party was changed to 3:00 pm. The date and location are the same.

**Adjournment**

The meeting adjourned at 1:22 pm.





## Meeting Schedule

January 2011

<b>Date</b>	<b>Time</b>	<b>Purpose</b>	<b>Location</b>
<b>Full Planning Commission</b>			
01-10-11	Noon	Work Session <sup>1</sup>	Conference Room 267 2nd Floor – CMGC
<b>Planning Committee</b>			
01-10-11	2:00 p.m.	Steele Creek Area Plan Tour	Lobby – CMGC
01-18-11	5:00 p.m.	Work Session	Conference Room 280 2nd Floor – CMGC
<b>Zoning Committee</b>			
01-10-11	10:00 a.m.	Zoning Work Session <sup>2</sup>	Conference Room 280 2nd Floor – CMGC
01-18-11	5:00 p.m.	Dinner with City Council <sup>3</sup>	Conference Room CH-14 Basement – CMGC
01-18-11	6:00 p.m.	City Rezoning <sup>3</sup>	Meeting Chamber Lobby Level – CMGC
01-26-11	4:30 p.m.	Zoning Work Session	Conference Room 280 2nd Floor – CMGC
<b>Executive Committee</b>			
01-18-11	4:00 p.m.	Work Session <sup>4</sup>	Conference Room 266 2nd Floor – CMGC
<b>Other Committees</b>			
01-12-11	3:00 p.m.	Historic District Commission	Conference Room CH-14 2nd Floor – CMGC
01-19-11	7:00 p.m.	MUMPO	Conference Room 267 2nd Floor – CMGC

<sup>1</sup> Due to the New Year's holiday, the regularly scheduled January 3, 2010 Planning Commission work session was rescheduled to January 10, 2011 at Noon.

<sup>2</sup> Due to the holidays, the regularly scheduled December 29, 2010 Zoning Committee work session was rescheduled to January 10, 2011 at 10:00 am.

<sup>3</sup> Due to the MLK holiday, the regularly scheduled January 17, 2010 Zoning Committee Dinner with City Council and City Rezoning were rescheduled to January 18, 2011 at 5:00 & 6:00 pm respectively.

<sup>4</sup> Due to the MLK holiday, the regularly scheduled January 17, 2010 Executive Committee meeting was rescheduled to January 18, 2011 at 4:00 pm.



# Charlotte-Mecklenburg Planning Commission

## Meeting Schedule

February 2011

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<b>Date</b>	<b>Time</b>	<b>Purpose</b>	<b>Location</b>
<b>Full Planning Commission</b>			
02-07-11	Noon	Work Session	Conference Room 267 2 <sup>nd</sup> Floor – CMGC
<b>Planning Committee</b>			
02-15-11	5:00 p.m.	Work Session	Conference Room 280 2 <sup>nd</sup> Floor - CMGC
<b>Zoning Committee</b>			
02-21-11	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
02-21-11	6:00 p.m.	City Rezoning	Meeting Chamber Lobby Level – CMGC
03-02-11	4:30 p.m.	Zoning Work Session <sup>1</sup>	Conference Room 280 2 <sup>nd</sup> Floor – CMGC
<b>Executive Committee</b>			
02-21-11	4:00 p.m.	Work Session	Conference Room 266 2 <sup>nd</sup> Floor – CMGC
<b>Other Committees</b>			
02-09-11	3:00 p.m.	Historic District Commission	Conference Room 267 2 <sup>nd</sup> Floor – CMGC

<sup>1</sup> Because February is a short month, the February Zoning Committee Work Session is March 2, 2011.



# Charlotte-Mecklenburg Planning Department

## FY2010 Community Outreach Presentations

#	Date	Presentation	Staff
1	09/02/10	St. Petersburg Times Presentation	D. Campbell
2	09/13/10	Guest Lecture at UNCC	D. Campbell
3	09/13/10	Clemson University Landscape Architecture Class - TOD Background and Class Project Site Discussion	Kent Main/Alan Goodwin
4	09/16/10	Leadership Charlotte Presentation on Planning	D. Campbell
5	09/17/10	North Carolina Arc Users Group (NCAUG)	L. Quinn
6	09/24/10	UNCC Seminar Class	L. Quinn
7	10/07/10	Ace Mentoring Program - Eastland Mall Presentation	L. Harmon
8	10/07-09/10	MTA Mini Revolution Conference - Baltimore, MD	D. Campbell
9	10/12/10	Waxhaw Board of Commissioners - Waxhaw Parkway Project	B. Cook
10	10/14-15/10	ULI Panel - Washington, DC	D. Campbell
11	10/19/10	Coventry Woods Neighborhood Meeting - Independence Area Plan	G. Johnson
12	10/27-28/10	ULI Hampton Roads Keynote Speaker - Norfolk, VA	D. Campbell
13	11/09/10	UNCC Institute of Transportation Engineers (Student Chapter) - MUMPO 101	B. Cook
14	11/17/10	GIS Day at Spirit Square	M. Sigmon
15	11/21/10	Dalebrook Community Meeting - Beatties Ford Road Area Update	J. Howard
16	11/23/10	Piedmont Middle School 6th Graders - City Planning Presentation	D. Campbell
17	11/23/10	Glenlea Park Neighborhood Association - Future Land Use Recommendations	M. McCullough
18	12/17/10	Floodplain Rules and Water Quality Buffers for Land Surveyors Seminar	J. Weaver



# Charlotte-Mecklenburg Planning Commission

Executive Committee Meeting

November 23, 2010 – 11:00 am

Action Minutes

Attachment 4

Approved December 20, 2010

## Attendance

**Executive Committee Members Present:** Stephen Rosenburgh (Chairperson), Tracy Finch Dodson, and Andy Zoutewelle

**Executive Committee Member(s) Absent:** Yolanda Johnson (Vice-Chairperson)

**Other Commissioner(s) Present:** Steven Firestone and Claire Green Fallon

Commissioner Claire Green Fallon arrived at 11:30 a.m.

**Planning Staff Present:** Debra Campbell, Solomon Fortune, Laura Harmon, Sandy Montgomery and Cheryl Neely

## Call to Order

The Chairperson called the meeting to order at 11:06 a.m.

## Approval of Executive Committee Minutes

A motion was made by Commissioner Zoutewelle and seconded by Commissioner Finch Dodson to approve the October 18, 2010 Executive Committee meeting minutes. The vote was 3 to 0 to approve the minutes.

## October 18, 2010 Executive Committee Meeting Follow-up Assignments

### **Rules of Procedure / Call-in Procedures**

The Chairperson reminded the Committee that the Vice-Chairperson is doing additional research on this item.

### **Fresh Produce Markets Text Amendment**

Although this issue is scheduled to be discussed at the December work session, the Chairperson reiterated his concern that the Airport farmers' market is not successful. He also mentioned that he visited the Town of Matthews farmers' market and has the same concerns about their market. He asked the Planning Director for her thoughts on how to promote these markets. The Planning Director explained that there are a range of markets from small produce stands to larger farmer markets. She further explained that the purpose of the text amendment is to provide more districts for the smaller types of markets to locate. Laura Harmon added that the market at the Airport is not accessible or visible. The Chairperson asked if the market could be relocated along the South Transit Corridor. Commissioner Finch Dodson responded that there is already a market located along the South Corridor at Atherton.

### **Heights in Residential District (HIRD) Text Amendment**

Commissioner Zoutewelle distributed his recommendations in opposition to the HIRD Text Amendment. He acknowledged that the text amendment is going in a good direction. He had two fundamental concerns with the text amendment: (1) there will be issues with topography – it may be difficult for people with irregular terrain to build appropriate housing in the same manner that they are currently able to do so.

Commissioner Zoutewelle's other concern is about applying the existing code and policies. In particular, the existing code seems very clear, but it is not being applied accurately. For example, instead of increasing side and rear yards height planes that are not in the existing code are being applied. Builders are allowed to go up as high as they want as long as they set the building back. He suggested that the code be applied according to the existing text and then later determine if a text amendment is really needed.

The Chairperson thanked Commissioner Zoutewelle for his work and asked the Planning Director to take the comments into consideration. He noted that the Commission looks forward to staff's response. Laura Harmon informed the Committee that staff has updated and simplified the text amendment and may have impacted some of the concerns identified by Commissioner Zoutewelle. Commissioner Zoutewelle thanked staff for working with him to review and provide input on this text amendment.

The Planning Director suggested that Commissioner Zoutewelle arrive 30 minutes prior to the December 1<sup>st</sup> HIRD Stakeholder's meeting to provide a preview before the meeting so that any fatal flaws can be identified prior to the meeting. Commissioner Zoutewelle agreed and will invite Commissioner Griffith to attend the meeting.

### **November 1, 2010 Work Session Follow-up Assignments**

#### **Affordable Housing Text Amendment**

The Chairperson asked if the City Attorney was scheduled to attend a work session to provide additional clarification on this item. The Planning Director clarified that staff will ask the City Attorney's Office to attend when there are petitions which contain affordable housing components.

#### **Center City 2020 Vision Plan Update**

The Chairperson asked Commissioner Finch Dodson to report on the 2020 Vision Plan meeting. She responded that there were several Commissioners in attendance and asked the Planning Director to respond to the Chairperson's request for an update.

The Planning Director stated that there was a lot of monologue instead of dialogue and this was not typical of planning department meetings. She expressed concern that there were not many opportunities for dialogue and did not think there was enough written material for attendees to take home. The Planning Director informed the Committee that the consultant was encouraged to provide context of the plan in relation to the 2010 Plan. Staff is working with the consultants on the adoption process so that Commissioners and Elected Officials can understand what the plan is recommending that is different from the 2010 plan and how it builds upon the current adopted 2010 Plan.

The Chairperson asked why there was not more dialogue at the meeting. The Director responded that she did not have much input in the meeting structure and wasn't sure why there wasn't more dialogue. Commissioner Finch Dodson suggested that there wasn't much dialogue because of the timeline and the consultant wanted to use the time to thoroughly explain the plan recommendations.

Commissioner Finch Dodson asked about the adoption process. The Planning Director responded that this plan will go through the same adoption process as all plans. The process includes an overview to the Planning Committee and City Council's Transportation and Planning Committee (TAP), followed

by a recommendation to have public comments and a Planning Committee and TAP recommendation. Afterwards, City Council will adopt the plan. She noted that there was a request for this plan to go through a different adoption process, but she and the City Manager did not support the request.

The Chairperson asked if another meeting should be held to allow for dialogue. The Planning Director explained that people will have opportunities to speak during the Planning Committee and City Council public comment phases. They also have opportunities to post information online with Twitter and Facebook.

The Chairperson referenced a *Charlotte Observer* editorial which questioned how we achieve the plan's vision. Commissioner Green Fallon asked if she could speak. The Chairperson acknowledged her request. She thought the plan was very ambitious and doesn't give any idea of implementation. She stated that there is nothing concrete about the plan. Commissioner Green Fallon defined the plan as pie in the sky and noted that it is now incorporating outlying areas, transportation issues and is not focused. She thought the plan doesn't address implementation because it is not focused.

The Planning Director responded that there will be an implementation part to this plan. It will not have specific dates, but will have short, medium and long term implementation goals. Since this is a vision plan it is very ambitious about what the community could become. This is not a ten year plan; it is a long range 25 – 100 year plan.

The Chairperson talked about a meeting he attended with the Mayor where they discussed how to promote the City to attract people to relocate to Charlotte. He suggested that staff consider using the 2020 plan vision to promote the City. The Planning Director added that Susan Patterson from the Knight Foundation presented a summary of a survey which the foundation had administered in different cities about the soul of a community. The survey revealed that there are basically three things that determine the economic success of a community. The Chairperson asked the Planning Director to forward this information to the Executive Committee.

Commissioner Finch Dodson noted that her office is involved in a national public relations effort. They determined that the CRVA, Chamber, Regional Partnership and Center City Partners have different/inconsistent messages promoting Charlotte. Efforts are underway to promote a consistent, strategic message about the City.

### **Retreat Follow-up**

The Chairperson stated that the Commission was not pleased with the operating agreements from the retreat facilitator and Planning staff worked on revising the agreements. The Planning Director clarified that the Commission would draft their operating agreements, but staff worked on creating a format for the Commission to build upon.

Commissioner Zoutewelle stated that the Planning Committee is anxious to define their role. The Planning Director suggested that the Commission decide how specific they want to be with their operating agreements. Commissioner Finch Dodson shared that she and Vice-Chairperson Johnson had worked on developing practices to help explain how the Commission could be more effective. The practices addressed communication, roles, relationships and an annual strategic plan.

The Chairperson stated that a sub-committee, including Vice-Chairperson Johnson and Commissioners Finch Dodson and Allen will draft an actual agreement and bring it to the Executive Committee and the full Commission for review and adoption. Commissioner Finch Dodson recommended that the sub-committee report back in January.

### **Approval of the December 6, 2010 Work Session Agenda**

The Chairperson noted the following December 6, 2010 work session agenda items:

- Food Access Presentation
- Fresh Produce Markets Text Amendment
- Charlotte's Housing Market – 2010 3<sup>rd</sup> Quarter Study
- 2010 Retreat Follow-up Update

The Chairperson asked the Executive Committee if they were interested in discussing the Charlotte's Housing Market – 2010 3<sup>rd</sup> Quarter Study at the December work session. Committee members agreed that this would be a worthwhile agenda item. Commissioner Zoutewelle suggested that there be a presentation on the report. Chairperson Rosenburgh asked staff to contact Bill Miley with Metrostudy and invite him to present the housing study information at the December 6 work session.

Chairperson Rosenburgh clarified that the 2010 Retreat Follow-up Update will basically inform the full Commission of the sub-committee's charge to develop operating agreements to bring back to the Executive Committee for review and ultimate adoption by the Commission.

A motion was made by Commissioner Finch Dodson and seconded by Commissioner Zoutewelle to approve the December 6, 2010 work session agenda. The vote was 3 to 0 to approve the agenda as submitted.

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

The Chairperson suggested that the following items be tentatively placed on the January work session agenda and finalized at the December Executive Committee meeting:

- Heights in Residential Districts (HIRD) Text Amendment
- Capital Improvement Plan

Commissioner Zoutewelle asked that the Commission consider the UNCC land use study as a future agenda item. Chairperson Rosenburgh asked staff to add this to the future agenda items list. He also asked the Planning Director if she would forward any information which may be meaningful to planning the future of the City to Commissioner Zoutewelle.

### **Approval of the January 2010 Meeting Schedule**

The Chairperson asked why the December 14, 2010 Planning Committee meeting was listed on the calendar as tentative. Cheryl Neely responded that the Planning Committee did not have any agenda items for the December meeting and this meeting was tentatively scheduled. Commissioner Zoutewelle stated that there are now agenda items and this meeting is confirmed. Cheryl Neely responded that she would update and distribute the calendar.

Cheryl Neely also stated that Commissioner Griffith asked the Executive Committee to decide if Commissioners should invite spouses/guests to the holiday gathering on December 16. The Executive Committee decided that the space be used for people who interact with the Commission. The Chairperson said he would provide staff with an invitation list. Once received, Cheryl Neely will distribute invitations.

The Planning Director mentioned that she had a conflict with the Commission's holiday party date. She informed the Committee that she was appointed to the Governor's Sustainability Task Force and she will be attending the Task Force meeting in Raleigh on December 16. The Chairperson congratulated the Planning Director on her appointment and asked Cheryl Neely to send him the details so that he could forward the information to the Commission.

The Chairperson moved the regularly scheduled January 3, 2011 work session to January 10, 2011. Due to the MLK Holiday, the regularly scheduled January 17, 2011 Executive Committee meeting was rescheduled to January 18, 2011.

### **Adjournment**

The meeting adjourned at 11:59 a.m.



**NOTICE OF PUBLIC HEARINGS ON PETITIONS  
FOR ZONING CHANGES BY CITY COUNCIL  
OF THE CITY OF CHARLOTTE, N.C.**

NOTICE is hereby given that public hearings will be held by the City Council in the Meeting Chamber located in the Charlotte-Mecklenburg Government Center, 600 East Fourth Street beginning at 6:00 P.M. on **Tuesday, the 18th day of January, 2011** on the following petitions that propose changes to the Official Zoning Maps of the City of Charlotte, North Carolina:

**Petition No. 2010-069 by Patrick Dillion** for a change in zoning of approximately 13.98 acres located on the east side of the intersection of Mallard Creek Road and Penninger Circle and located across from Mason Drive from R-3 to INST(CD).

**Petition No. 2010-072 by Quail Corners Associates, LLC** for a **CC** site plan amendment for approximately 14.40 acres located at the southwest corner of the intersection of Park Road and Sharon Road West.

**Petition No. 2011-001 by Automotive Management, Inc** for a change in zoning of approximately 0.451 acres located along the west side of South Boulevard and bounded by Interstate 485 on the south and the Southern Railway on the west from B-1 to B-2(CD).

**Petition No. 2011-002 by 521 Partners, LLC** for an O-1 (CD) site plan amendment for approximately 12.54 acres located on the southwest corner at the intersection of Providence Road West and Johnston Road.

**Petition No. 2011-003 by Music Factory Condominiums, LLC** for a MUDD-O site plan amendment for approximately 1.77 acres located along the east side of Hamilton Street between Seaboard Street and West Brookshire Freeway.

The City Council may change the existing zoning classification of the entire area covered by each petition, or any part or parts of such area, to the classification requested, or to a higher classification or classifications without withdrawing or modifying the petition.

Interested parties and citizens have an opportunity to be heard and may obtain further information on the proposed changes from the Charlotte-Mecklenburg Planning Department Office, Charlotte-Mecklenburg Government Center, 600 East Fourth Street, 704-336-2205. [www.rezoning.org](http://www.rezoning.org)

To file a written petition of protest which if valid will invoke the 3/4 majority vote rule (General Statute 160A-385) the petition must be filed with the City Clerk no later than the close of business on **Thursday, January 13, 2010**.

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**NOTICE OF PUBLIC HEARINGS ON PETITIONS  
FOR ZONING ORDINANCE CHANGES BY CITY COUNCIL  
OF THE CITY OF CHARLOTTE, N.C.**

NOTICE is hereby given that public hearings will be held by the City Council in the Meeting Chamber located in the Charlotte-Mecklenburg Government Center, 600 East Fourth Street beginning at 6:00 P.M. on **Tuesday, the 18th day of January, 2011** on the following petitions that propose changes to the City of Charlotte Zoning Ordinance:

**Petition 2010-080** Text Amendment to the City of Charlotte Zoning Ordinance to replace the regulations for "Outdoor Seasonal Fresh Produce Sales" with a new definition and regulations for "Fresh Produce Markets". **Petitioner: Charlotte Mecklenburg Planning Commission.**

**Petition 2011-004** Text Amendment to the City of Charlotte Zoning Ordinance to comply with NC Statutes regarding requirements for third party rezoning petitions. **Petitioner: Charlotte-Mecklenburg Planning Commission.**

**Petition 2011-005** Text Amendment to the City of Charlotte Zoning Ordinance to comply with NC Fair Housing Act and Session Law 2009-533 to prevent discrimination against affordable housing. **Petitioner: Charlotte-Mecklenburg Planning Commission.**

Interested parties and citizens have an opportunity to be heard and may obtain further information on the proposed changes from the Charlotte-Mecklenburg Planning Department Office, Charlotte-Mecklenburg Government Center, 600 East Fourth Street, 704-336-2205. [www.rezoning.org](http://www.rezoning.org)

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**AGENDA**  
**CHARLOTTE-MECKLENBURG PLANNING COMMISSION**  
**ZONING COMMITTEE WORK SESSION**  
**Charlotte-Mecklenburg Government Center, Rm 280**  
**January 10, 2011**  
**10:00 A.M.**

<p><b>1. Petition No. 2010-051 by Habitat for Humanity of Charlotte, Inc.</b> for a change in zoning of approximately 3.629 acres located on the west side of Bingham Drive near North Tryon Street from I-2 to UR-2(CD).</p>
<p><b>2. Petition No. 2010-067 by Mecklenburg County Park &amp; Recreation Department</b> for a change in zoning of approximately 1.64 acres located on the south side of Bevington Place between Elm Lane and Rea Road from R-15(CD) to NS.</p>
<p><b>3. Petition No. 2010-068 by Lightway Properties, LLC,</b> for a change in zoning of approximately 6.50 acres located on the north side of Ballantyne Commons Parkway between Annalexa Lane and Providence Promenade Drive North from UR-2(CD) and R-3 to O-1(CD) and O-1.</p>
<p><b>4. Petition No. 2010-075 by Woodie Enterprises, Inc</b> for a change in zoning of approximately 0.474 acres located on the east side of Carmel Road near the intersection of Carmel Road and Pineville-Matthews Road (HWY 51) from B-1(CD) and O-1 to B-1(CD) SPA and B-1(CD).</p>
<p><b>5. Petition No. 2010-076 by Anders Platt</b> for a change in zoning of approximately 3.4 acres located at the northeast corner of the intersection of West Boulevard and Dr. Carver Road from R-22MF and I-1 to INST(CD).</p>
<p><b>6. Petition No. 2010-078 by Charlotte-Mecklenburg Planning Commission</b> for the adoption of a text amendment to the City of Charlotte Zoning Ordinance to add a new definition for heating, ventilation and air conditioning (HVAC) and revise the regulations.</p>
<p><b>7. Petition No. 2010-079 by Charlotte-Mecklenburg Planning Commission</b> for the adoption of a text amendment to the City of Charlotte Zoning Ordinance to add a new use, definition, and prescribed conditions for an eco-industrial facility.</p>



Approved  
December 14, 2010

**Charlotte-Mecklenburg Planning Commission  
Planning Committee Meeting Minutes  
CMGC – Innovation Station, 8<sup>th</sup> Floor  
November 16, 2010**

**Planning Committee Members Present:** Andy Zoutewelle (Vice-Chairperson), Eric Locher, Lucia Griffith, and Margaret Nealon

**Planning Committee Members Absent:** Yolanda Johnson, Emma Allen, and Joel Randolph

**Zoning Committee Members Present:** Claire Fallon and Greg Phipps (Attended to satisfy the requirements for a quorum)

**Planning Staff Present:** John Howard, Michelle Jones, Sonda Kennedy, Kent Main, Melony McCullough, Alysia Osborne, Bryman Suttle, and Jonathan Wells

**Other Staff Present:** Brian Horton (Transportation) and Robert W. Drayton (City Real Estate)

**Call to Order**

Vice-Chairperson Zoutewelle called the meeting to order at 5:05 p.m. He thanked Commissioners Claire Fallon and Gregg Phipps for attending the meeting.

**Approval of Meeting Minutes**

*A motion was made by Commissioner Locher and seconded by Commissioner Nealon to approve the October 19, 2010 minutes. The vote was unanimous (6-0) to approve the minutes.*

**Recommend Adoption of the draft Plaza-Central Pedscape Plan Amendment**

Commissioner Zoutewelle stated that the Committee is being asked to make a recommendation on the draft plan amendment request to reduce the 400' separation required between residential districts and bars/nightclubs to 225'. This reduction would apply to all properties located within the *Plaza-Central Pedscape Plan* boundaries.

Commissioner Zoutewelle attended the Transportation and Planning Committee (TAP) meeting and heard Committee members voice concern about public participation during the planning process. He contacted three local area neighborhood leaders via e-mail and received one response in support of the plan. Michelle Jones (Planning staff) confirmed that although proper notification took place, there was not much participation in the Citizen Advisory Group (CAG) meetings.

The Committee continued their discussion and Commissioner Fallon stated that if the plan amendment is not approved, it may place a hardship on some businesses in the area. Commissioner Griffith added that Charlotte should become more urbanized and cautioned the City about being too strict with buffers. Commissioner Locher thinks it is important to recognize the community's needs and changes that are taking place in the neighborhood. Commissioner Nealon attended a neighborhood meeting and supports the request. Commissioner Phipps is supportive of the request since all of the affected property owners were properly notified and have not voiced any concerns.

*A motion was made by Commissioner Griffith and seconded by Commissioner Fallon to approve the draft Plaza-Central Plan Amendment. The vote was 6-0 to approve.*

**M.R. #10-010 Proposed Sale of City Owned Property Located on West Todd Lane**

*The Planning Committee recommended deferral of this mandatory referral in June to allow City Real Estate to notify the interested buyer, New Zion Baptist Church, that the property has to be rezoned before it can be used as a parking lot.*

Bryman Suttle (Planning staff) presented the mandatory referral for the City of Charlotte's Real Estate proposal to sale an 8,000 square foot parcel located off of Old Mt. Holly Road on the west side of West Todd Lane to New Zion Baptist Church. The church intends to use this parcel for parking. Mr. Suttle stated that the church has purchased other properties in the area since this item was discussed at the June Committee meeting. He emphasized that parking is not permitted on the subject property unless it is rezoned. Commissioner Locher asked if no parking signs should be posted on the subject site. Mr. Suttle stated that parking violations are a code enforcement issue. Commissioner Fallon asked if the church will use the property for parking. Mr. Kelly (New Zion Baptist Church trustee) stated that the church has already purchased the property needed for parking. However, they are still interested in purchasing the subject property to combine with other parcels that the church has purchased. Commissioner Phipps questioned the size of the lots that the church has purchased and if they are adequate for parking. Mr. Kelly said he is not sure because of buffer requirements. Commissioner Nealon had questions about the water main line, on the subject property. Mr. Kelly stated that the water main does run through the property and there are no plans to pave the lot.

The Committee discussed the potential use of this site by the church. Commissioner Phipps stated that nothing can be done with the property until it is rezoned. Commissioner Zoutewelle commented that this purchase is a risk to the church since it needs to be rezoned for parking. He asked Mr. Kennedy if he understands that he has to apply for and be granted a rezoning to use the property for parking. Mr. Kennedy replied that he understands. Commissioners Fallon and Griffith cautioned Mr. Kennedy that there is no guarantee that a rezoning will be approved. Commissioner Nealon supports removing the City's liability and transferring this property to the church. Commissioner Locher stated he thinks the church is doing the right thing. Commissioner Phipps noted that the church is aware of the risk so he supports the mandatory referral

*A motion was made by Commissioner Phipps and seconded by Commissioner Locher to approve staff's recommendation for Mandatory Referral #10-010. The vote was 6-0 to approve.*

**M.R. #10-019 Proposed Land Exchange between Mecklenburg County, City of Charlotte, and a Developer in the Metropolitan Area**

This item was deferred in October because there was not a quorum present to take action on this mandatory referral. Commissioner Zoutewelle has a conflict of interest and was recused. At the November meeting, Commissioner Nealon shared that she also has a conflict of interest, leaving only four commissioners eligible to vote. Therefore, Mandatory Referral #10-019 was deferred until December.

Commissioner Griffith asked if a member has to be physically present at the meeting to have a quorum. Commissioner Zoutewelle replied that this is a question for the City Attorney to answer. Also, Commissioner Zoutewelle was concerned about the time limits that are placed on hearing a mandatory referral. He questioned whether any consequences or hardships will be imposed on the parties if the request is delayed for a second time. Jonathan Wells (Planning Staff) stated that the law requires a hearing within 30 days of submittal for mandatory referrals but does not specify penalties. It was stated that the City or County can proceed with action on this item without a recommendation from the Committee. Commissioner Griffith suggested that the Committee take action on this mandatory referral at the next full Planning Commission meeting. Ms. McCullough reminded the Committee that the next Planning Committee meeting is scheduled for December 14<sup>th</sup>.

*The Committee deferred Mandatory Referral #10-019 until December 14<sup>th</sup> due to lack of a quorum.*

### **Draft Independence Boulevard Area Plan Review and Adoption Process**

Committee members discussed the plan review and adoption process. Ms. Alysia Osborne (Planning staff) and Mr. Brian Horton (Transportation staff) were present to answer questions and respond to Committee members' concerns. It was noted that Commissioners Zoutewelle and Johnson requested that this item be placed on the agenda. Their desire is to have an official record of the Committee's approach to reviewing and making a recommendation on the draft *Independence Boulevard Area Plan*.

Commissioner Zoutewelle began the discussion by asking the Commissioners present if they had an opportunity to review the public comments on the draft plan that were summarized in the Committee's May minutes. The Committee discussed concerns about the transitional setback and its impact on the draft plan. Commissioner Locher asked if the transitional setback discussion pertains to all state roads or is it specific to Independence Boulevard. Ms. Osborne said she has not seen the legislation that is being drafted. Commissioner Zoutewelle asked staff if the draft plan had changed recently. Ms. Osborne stated the draft plan document has not changed since the public review and adoption process began in April.

Commissioner Zoutewelle asked about the status of possible property owner buyouts. Ms. Osborne said implementation of the plan will not begin until the plan is adopted.

Commissioner Phipps asked when will the plan go before City Council for approval. Ms. Osborne stated that the plan is on hold indefinitely by City leadership. Commissioner Zoutewelle stated that the Committee needs to follow the plan review and adoption process. Commissioner Griffith thinks that the Independence Boulevard area is critical and whatever decision is made will have a direct impact on the downtown area because of its close proximity. She said that the plan should not be rushed and more time may be necessary. She also mentioned that Council Member Carter has been discussing light rail plans for the Independence Boulevard Corridor. Mr. Horton explained rapid transit and the transportation envelope and that the land use recommendations are the same for both. Commissioner Nealon agreed that the process has been slow but thinks that delaying plan adoption of the plan will not help developer confidence in the area's future. Commissioner Griffith requested that the Committee be given information used during the plan development process in order to better understand what property owners envision for their property. Commissioner Fallon asked who decides what type of rapid transportation we should have along this corridor and if we received any monies from the State. Commissioner Phipps expressed his concern about the ability of property owners to file rezoning petitions in areas where a draft plan is pending adoption. He thinks this process diminishes the value of the draft plan document. Commissioner Nealon will draft an email to Commissioner Zoutewelle stating her questions and concerns. Ms. McCullough informed the group that Planning Staff is waiting to hear from City leadership on the next steps. Commissioner Zoutewelle thanked everyone for their comments and asked if this item should be taken to the Executive Committee for further instructions.

### **Area Plan Status and Meeting Report**

*Elizabeth Area Plan* – Commissioner Griffith stated that there was a CAG meeting on October 20 and participants voiced concern about the draft plan recommendations. The next CAG meeting is scheduled for November 17.

*Midtown, Morehead and Cherry Area Plan* – A public meeting to kick off the planning process is scheduled for November 30.

*Steele Creek Area Plan* – Commissioner Zoutewelle shared that a CAG meeting was held in November to wrap up the planning process. The Committee is scheduled to tour the plan area on December 6 following the Planning Commission work session.

Ms. McCullough stated that next month the Planning Committee will meet on December 14.

### **Meeting Adjourned**

Commissioner Zoutewelle thanked everyone for attending and the meeting adjourned at 6:25 p.m.



**Charlotte Historic District Commission Update****January 4, 2011**

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At their December 8, 2010 meeting, the Charlotte Historic District Commission made the following rulings on Applications for Certificates of Appropriateness.

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- |    |                                                                                                                                 |              |                 |
|----|---------------------------------------------------------------------------------------------------------------------------------|--------------|-----------------|
| A. | 2100 Charlotte Drive, Dilworth Local Historic District<br>Rear Hipped Roof Addition<br>Robert & Sheila Rondeau, Applicants      | HDC 2010-109 | <b>Approved</b> |
| B. | 433 Heathcliff Street, Wesley Heights Local Historic District<br>Demolition of Existing House<br>James Funderburk, Applicant    | HDC 2010-115 | <b>Approved</b> |
| C. | 900 East Worthington Avenue, Dilworth Local Historic District<br>Tree Removal<br>Rick Norvell of Absolute Remodeling, Applicant | HDC 2010-117 | <b>Approved</b> |
| D. | 1600 Wilmore Drive, Wilmore Local Historic District<br>Demolition<br>Michael Iagnemma, Applicant                                | HDC 2010-121 | <b>Approved</b> |

Under the new representation guidelines recently issued by the City Attorney's Office, the Historic District Commission and the HDC Staff will have separate representation from that office. Thomas Powers is the HDC's attorney, and Terrie Haigler-Gray will be the attorney representing HDC Staff.