

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

Planning Commission

Jan 9, 2012
work session

Charlotte-Mecklenburg
Government Center

Room 267
Noon



Agenda

Charlotte-Mecklenburg Planning Commission

January 9, 2012 - Noon

CMGC - Conference Room 267

Work Session Agenda

Call to Order & Introductions

Stephen Rosenburgh

Administration

Approval of Planning Commission Minutes

Approve the November 7, 2011 & December 5, 2011 work session minutes.

Attachment 1

Policy

Transportation Update

Bob Cook

Background: Receive an update on transportation projects and MUMPO's activities.

Action: Receive as information.

Text Amendments

Incentive Based Inclusionary Zoning

Debra Campbell

Background: Receive an update on the Incentive Based Inclusionary Zoning Text Amendment process.

Action: Receive as information.

Information

Planning Director's Report

Debra Campbell

- Zoning Board of Adjustment Overview
- Development Review Board Overview
- Planning Department's Public Outreach Presentations

Attachment 2

Attachment 3

Attachment 4

January & February 2012 Meeting Schedules

Attachment 5

Committee Reports

Executive Committee

Stephen Rosenburgh

- November 14, 2011 Approved Minutes
- Future Agenda Items

Attachment 6

Agenda Items	Work Session
1. Residential Design Standards Phase II Text Amendment	February 2012
2. Alternative Energy/Eco-Industrial Text Amendment	February 2012
3. Mobile Food Vendors Text Amendment	TBD
4. Land Development 101 Brochure	TBD
5. Zoning Ordinance Policy Assessment	TBD

Zoning Committee

- Upcoming Rezoning Petitions
- Zoning Committee Agenda
- Public Hearings

Stephen Rosenburgh
Tammie Keplinger
Attachment 7
Attachment 8

Planning Committee

- November 15, 2011 Approved Minutes

Yolanda Johnson
Attachment 9

Historic District Commission

- December 14, 2011 Meeting Update

Steven Firestone
Attachment 10

Economic Development Committee

Lucia Zapata Griffith

Communication from Chairperson

- Raleigh Planning Commission Meeting

Stephen Rosenburgh

A stylized graphic consisting of several overlapping, wavy bands of color. The top band is a dark blue, the middle is a lighter blue, and the bottom is a green. The word "Administration" is written in a white, cursive font across the dark blue band. The graphic has a hand-drawn, textured appearance with white outlines and shadows.

Administration

Charlotte-Mecklenburg Planning Commission

Attachment 1

November 7, 2011 - Noon

CMGC - Conference Room 267

Action Minutes

Attendance

Commissioners Present: Stephen Rosenburgh (Chairperson), Yolanda Johnson (Vice-Chairperson), Emma Allen, Tracy Finch Dodson, Steven Firestone, Karen Labovitz, Tony Lathrop, Meg Nealon, Greg Phipps, Dwayne Walker, Lucia Zapata Griffith, and Andy Zoutewelle

Commissioner Phipps left the meeting at 12:56 pm. Commissioner Firestone left the meeting at 1:27pm

Commissioner Absent: Claire Green Fallon

Staff Present: Debra Campbell (Planning Director), Pontip Aphayarath, Solomon Fortune, Alan Goodwin, Laura Harmon, Crissy Huffstickler, Tammie Keplinger, Claire Lyte-Graham, Sandra Montgomery, Cheryl Neely, and Katrina Young

Call to Order & Introductions

The Chairperson called the meeting to order at 12:16 pm.

Administration

Approval of Planning Commission Minutes

Commissioner Zoutewelle made a motion to approve the October 3, 2011 minutes, seconded by Commissioner Walker. The vote was 12 to 0 to approve the minutes.

Policy

Rules of Procedure Amendments

Vice-Chairperson Johnson reviewed the proposed amendments to the Rules of Procedure. She explained that the amendments to the Rules are to include: 1) a reference to the Interlocal Agreement; 2) remove the disclosure statement requirement; 3) add the Communication Committee and its role; 4) include the quorum requirements for the Zoning and Planning committees; and 5) update the duties of the Planning Director to reflect Planning staff duties. Commissioner Phipps asked why there was a recommendation to remove the disclosure statement requirement. Ms. Campbell stated that no other City advisory boards are required to submit disclosure statements and the intent is to have consistency among all City advisory boards. Commissioner Zapata Griffith asked why the Planning Director was removed from Article VII, Duties of the Planning Department. She suggested that the Planning Director remain in this section, especially since there have been issues with Commissioners contacting staff directly. The Planning Director clarified that this section references the relationship between the Commission and staff, not who should serve as the contact for the Commission. Commissioner Zapata Griffith suggested that both the Planning Director and staff be listed in Article VII.

Commissioner Zapata Griffith made a motion to approve the amendments to the Rules of Procedure with modifications to Article VII to include both references to the Planning Director and staff. Commissioner Allen seconded the motion and it was approved unanimously 12 to 0.

Assisted Multi-Family Housing at Transit Stations

Ms. Campbell provided background on the City's Housing Policy and reminded the Commission that they would not take action on the policy. She explained that the Assisted Multi-Family Housing at Transit Stations Policy is a part of the City's overall Housing Policy. Planning staff is in the process of working with Neighborhood and Business Services and a Citizens Advisory Group (CAG) to revise the Assisted Multi-Family Housing at Transit Stations Policy.

Alan Goodwin informed the Commission that Council adopted this policy in November 2001. At that time, it was agreed that the City would evaluate and assess the progress of the policy within 12-24 months after the first rapid transit line opened to determine if additional changes or modifications are needed. A Citizens Advisory Group was established to evaluate the policy and assess whether or not it should be modified or amended by City Council. There were two CAG meetings on August 16, 2011 – one comprised of Housing Development professionals and the other consisted of neighborhood leaders along the existing and future transit corridors.

Mr. Goodwin continued by reviewing each section of the policy and sharing the discussion points from the CAG meetings. He also presented the following next steps in the process:

- Staff develops suggested revisions to policy (based on input from stakeholder groups and H&ND Committee): October – November 2011
- Follow-up meetings with stakeholder groups: November 21, 2011
- Report back to H&ND Committee: Winter 2012
- Public Hearing: Winter 2012
- Council Approval: Winter/Spring 2012

The Chairperson asked staff to forward the policy to the Commission so they can provide any input at the next work session, if needed. He also asked the Planning Director if staff can provide an update to the Commission prior to taking recommendations to the Council Committee. The Planning Director explained that this was shared as a courtesy and staff had divulged all information received from the CAG. She further explained that this policy only applies to assisted multi-family housing.

Chairperson Rosenburgh asked Commissioner Labovitz to represent the Commission by following this process and keeping the Commission informed.

Text Amendments

Fresh Produce

Sandy Montgomery provided background information about the text amendment, including an overview of the purpose for the Fresh Produce Text Amendment:

1. Increased awareness of the value of eating fresh fruits and vegetables and the accessibility of fresh fruits and vegetables.
2. Inability to sell fresh fruits and vegetables in the Institutional zoning district, where retail sales are not allowed.
3. Review and modify outdoor fresh produce stand regulations by expanding zoning districts and reviewing the standards.

The following issues and concerns were brought to staff by City Council, Planning Commission, and various interested parties.

- Design standards
- Items sold
- Time period allowed to operate
- Farmer input
- Enforcement of permits

The Zoning Committee deferred the recommendation to allow staff time to refine the text amendment and hold additional public meetings for input.

The next Zoning Committee recommendation meeting is scheduled for January 4, 2012, with an expected Council decision on January 17, 2012.

Surface Parking in UMUD / MUDD

Claire Lyte-Graham gave an update on vacant lots in MUDD/ UMUD Text Amendment. The title was changed from Surface Parking in UMUD / MUDD because it is a broader issue. Concerns with vacant and “underutilized” lots in Uptown include:

- Conversion of some lots into (illegal) surface parking lots
- Poorly maintained lots have become eyesores
- Zoning violations
- Effects on Center City streetscape (creating “dead” zones)
- Impacts of a stalled economy on (re)development

The goal of this text amendment is to develop a short-term solution that allows for positive re-use of vacant and underutilized lots in Uptown in a slow economy that also achieves the following:

- Brings lots into compliance and improves appearance
- Allows property owner some economic gain
- Provides a community good
- Enlivens the street

Ms. Lyte-Graham shared that other communities have already passed regulations allowing temporary surface parking lots in locations previously excluded. Some have also adopted regulations providing a menu of options, including surface parking lots as a means of ‘repurposing’ vacant lots.

Information

Planning Director’s Report

Ms. Campbell directed the Commissioners to Attachment 3, the Planning Department’s Public Outreach Presentations.

Planning Committee

The Planning Committee received public comment on the draft Midtown, Morehead, Cherry Area Plan; made a recommendation to approve the draft Steele Creek Area Plan; and reviewed mandatory referrals.

Zoning Committee

The Chairperson noted that rezoning information was included in Attachment 6.

Tammie Keplinger gave an overview of 15 upcoming rezoning cases which are scheduled for the December 12, 2011 Council meeting.

Economic Development Committee

Commissioner Zapata Griffith stated that the Committee and staff are defining the scope of the Land Development 101 Brochure. A consultant will be hired to work on the brochure.

Communication from Chairperson

The Chairperson mentioned that the fall Planning Coordinating Committee (PCC) meeting was on October 21, 2011 and was hosted by the Town of Mint Hill. He stated that he would like to meet with the Planning Director to follow up on the discussion, as well as plan for the PCC Spring Joint Luncheon.

Chairperson Rosenburgh also shared that the City of Raleigh's Planning Commission is interested in attending a future work session. He thought it would be beneficial if both Commissions attended each other's meetings. Chairperson Rosenburgh would like to host the Raleigh Planning Commission at a future work session, as well as schedule a visit to Raleigh.

The Chairperson discussed the Holiday Party. He especially wants to make sure senior staff is able to attend. He asked Ms. Campbell if she would query senior staff to determine their availability.

Adjournment

The meeting adjourned at 1:44 pm

Charlotte-Mecklenburg Planning Commission

December 5, 2011 - Noon

CMGC - Conference Room 267

Minutes

Attendance

Commissioners Present: Stephen Rosenburgh (Chairperson), Yolanda Johnson (Vice-Chairperson), Emma Allen, Karen Labovitz, Tony Lathrop, Lucia Zapata Griffith, and Andy Zoutewelle

Commissioner Absent: Meg Nealon, Tracy Finch Dodson, Steven Firestone, Greg Phipps and Dwayne Walker

Staff Present: Debra Campbell (Planning Director), Laura Harmon, Crissy Huffstickler, Barry Mosley, Cheryl Neely, Sandra Stewart, and Katrina Young

Call to Order & Introductions

The Chairperson called the meeting to order at 12:16 pm.

Administration

Approval of Planning Commission Minutes

Due to a lack of a quorum, approval of the November 7, 2011 Planning Commission work session minutes was deferred to the January 9, 2012 meeting.

Text Amendments

Internet Sweepstakes / Internet Cafes

Barry Mosley provided an update on this text amendment process. He stated that in June 2011 City Council directed staff to proceed with a public process to create a text amendment for Internet Sweepstakes / Internet Cafés. Currently, the Zoning Ordinance does not define or list Internet Sweepstakes and Internet Café establishments as a permitted use by right, under prescribed conditions or as an accessory use. Over the past several years, these uses have located throughout the community and have become enormously popular. Zoning Ordinance changes are needed to ensure that these uses are appropriately regulated to minimize any potential adverse impacts to adjacent uses.

As of May 2011, staff identified approximately 69 of these establishments in the City of Charlotte. Staff solicited volunteers to participate on the Citizen Advisory Group (CAG) and worked with the CAG to develop the following recommendations:

Sweepstakes Establishments Draft Definition - An establishment where computers, devices, or software are provided by the business or patrons to access games or similar sites; whether free or by purchase; and where the establishment meets all of the following conditions:

- where cash, merchandise or other items of value are redeemed or otherwise distributed; and
- whether or not the distribution is determined by games played or are predetermined.

Proposed Prescribed Conditions

- Use must be an established principal use and not an accessory use;
- Must obtain a zoning permit/approval
- Parking equals (1) space per every seventy-five (75) square feet of gross floor area;
- Four hundred (400) foot separation distance between Sweepstakes Establishments;
- If alcoholic beverages are provided, the establishment will be considered a nightclub and must meet the applicable zoning standards.

Proposed districts only under prescribed conditions:

- B-1 (Business District)
- B-2 (Business District)
- I-1 (Industrial District)
- CC (Commercial Center District)
- MUDD (Mixed Use Development District)
- UMUD (Uptown Mixed Use District)
- NS (Neighborhood Services District)
- UR-C (Urban Residential-Commercial District)
- TOD-R (Transit Oriented District- Residential)
- TOD-M (Transit Oriented District-Mixed Use)

Mr. Mosley reported that the formal draft text amendment should be developed by Spring 2012.

Commissioner Lathrop asked if people have internet access at these establishments for gambling. Mr. Mosley stated that these establishments are not considered gambling facilities. He further explained that patrons purchase calling cards and then use them to play games on computers. However, the calling cards have predetermined outcomes. These cards can be scanned to reveal the amount of winnings without playing games. The Chairperson asked about the payout ratio. Mr. Mosley stated that the maximum payout at these establishments is \$4,500.

Commissioner Zoutewelle stated that internet cafes are typically places that have Wi-Fi or computers available for patrons to access the Internet, such as coffee shops. He asked if the text amendment would address these type uses. Mr. Mosley responded that the intention is to address establishments that offer sweepstakes as their primary use.

Nightclubs, Bars and Lounges

The Chairperson informed the Commission that he was assigned to this CAG and has attended these meetings. He encouraged other Commissioners to attend their assigned CAG meetings so that they can become familiar with information prior to the adoption process.

Katrina Young provided an overview of this text amendment CAG process. She stated that the purpose of this effort is to clarify the difference between restaurants and nightclubs/bars and to review the standards for these uses. She explained that it has become increasingly difficult to tell the difference between restaurants and nightclubs. The goal is to adequately describe these uses and to develop standards so that there is no adverse impact to nearby residential areas and to provide more flexibility to businesses. Nightclubs are defined as any commercial establishment serving alcohol and providing entertainment to patrons including bar, lounges and cabarets. Restaurants are defined in whole or in part as an establishment to accommodate the consumption of food and/or beverages.

Ms. Campbell stated that by this definition, if a restaurant has a piano player it would be considered a nightclub. Ms. Young responded that this definition has been in the ordinance since the 1950s. She acknowledged that the restaurant definition needs to be clarified and that most establishments think that they should be able to have some type of entertainment. She also noted that the nightclub definition needs to be broadened, and staff needs to look at the 400 foot buffer separation requirement as well as how to address secondary impacts from the use. The CAG took several issues into consideration, such as should uses that provide entertainment be distinguished from those that do not, and should there be more than one definition for restaurants.

Ms. Young shared the following recommendations which were also presented at the October 20th Citizen Advisory Group meeting:

Describe Social Entertainment - Social entertainment includes, but is not limited to dancing, live or recorded music, a disc jockey, singing, karaoke, a stand-up comedy show, a floor show, billiards, bowling, theatrical or other performance or similar activities. The use of television, video, or arcade games shall not be considered social entertainment unless the establishment is age restricted.

Clarify Definition of Restaurant - An establishment that is engaged in the preparation and serving of food and drink on-premise. Social entertainment may be provided if the restaurant closes before midnight.

New Definition - Restaurant with Social Entertainment after midnight - An establishment that is engaged in the preparation and serving of food and alcoholic beverages on-premise, and where social entertainment is provided after midnight.

New Definition for Nightclubs and Bars - An establishment that sells alcoholic beverages for on-premise consumption. The establishment may:

- Be age restricted;
- Provide social entertainment or food;
- Have a cover charge or fee; or
- Offer memberships.
- This use does not include adult entertainment.

Ms. Young stated that a minimum 400-foot separation distance shall be provided between the establishment and any residential use in a residential district, except for the TOD-R zoning district. She also noted that the separation distance requirements may be different and measured differently depending on the location of the establishment. If the restaurant is less than 300 feet from any residential use in residential district, except for TOD and UMUD, then:

- A land use permit is required.
- Exterior doors shall be closed after midnight, except for ingress/egress.
- Permit renewal is required if there is a change in use of the establishment or if a noise violation has been issued for the premises within the previous 12 month period with additional modifications as deemed necessary by enforcement division.

Ms. Young explained that there has been some confusion from the media and the public as it relates to the noise ordinance and the proposed text amendment for nightclubs, bars, lounges and restaurants. Many think they are the same, but they are different issues. The CAG will hold its next meeting after City Council has finalized changes, if any, to the six month review of the Noise Ordinance. Once the Noise Ordinance update is completed staff will include the additional feedback received, revise the recommendations and present them to the CAG. The next CAG meeting will be scheduled during the spring/summer timeframe.

Commissioner Zoutewelle stated that distinguishing between restaurants and bars was a very high volume case load for the Zoning Board of Adjustment. He asked if staff is trying to reign in the entertainment portion by midnight to help distinguish between a nightclub and a restaurant. Ms. Young stated that if an establishment is open after midnight and providing entertainment, it is more likely to be a nightclub. Commissioner Zoutewelle asked if this would help with police enforcement.

Ms. Young responded that the Police Department actively participated in the CAG process and recommended the midnight restriction. Commissioner Allen expressed concern about the midnight restriction since some restaurants provide music after midnight.

Ms. Campbell stated that current businesses think that the proposed recommendations will restrict their businesses; however, the recommendations will provide more opportunities to businesses. She added that the adoption process for this text amendment would be very difficult. This is primarily because restaurant owners don't want any changes to the current Ordinance. Staff intends to educate them on the concept and the goals of the text amendment prior to the adoption process.

Commissioner Zapata Griffith asked if the CAG worked with the Restaurant Hospitality Alliance. She suggested that staff work with this group to help reach the larger restaurant community. Ms. Campbell agreed that it could be advantageous to engage this group.

The Chairperson had concerns with the 400 separation distance between establishments and residential areas because it appears to be contradictory to the characteristics of an urban community. He thought more consideration should be given to this recommendation. Commissioner Labovitz stated that this whole issue is dependent on where the establishment is located. If a residential unit is located in an entertainment district, noise should be expected.

Commissioner Labovitz asked about the curfew for alcohol sales in Charlotte. Ms. Young replied that if there is a dance hall permit, there is no curfew on alcohol sales.

Information

Planning Director's Report

Ms. Campbell directed the Commissioners to Attachment 2, the Planning Department's Public Outreach Presentations.

Planning Committee

Vice-Chairperson Johnson stated that the Planning Committee will continue public comment on the Midtown, Morehead, Cherry Area Plan at their December meeting.

Zoning Committee

The Chairperson noted that rezoning information was included in Attachment 5 of the agenda packet.

Economic Development Committee

Commissioner Zapata Griffith stated that staff and the Committee are working to schedule a meeting in December or January to discuss the Land Development 101 Brochure.

Communication from Chairperson

The Chairperson mentioned that the public meeting for the MUMPO federal certification review was scheduled for December 5th.

Chairperson Rosenburgh also reminded the Commissioners of the joint meeting with the Raleigh Planning Commission on January 10th at 9 am. Likewise, the Raleigh Planning Commission will attend the February 6th work session.

Adjournment

The meeting adjourned at 1:22 pm.





City of Charlotte Zoning Board of Adjustment

The City of Charlotte Zoning Board of Adjustment is a quasi judicial board. Quasi-judicial decisions involve the application of zoning policies to individual situations. Examples include variances, appeals and interpretations. These decisions involve two key elements – the finding of facts regarding the specific proposal and the exercise of judgment and discretion in applying predetermined policies to the situation. Since quasi-judicial decisions do not involve setting new policies, the broad public notice requirements that exist for legislative zoning decisions do not apply. However, the courts have imposed fairly strict procedural requirements on these decisions in order to protect the legal rights of the parties involved.

The City of Charlotte Zoning Board of Adjustment has the following powers and duties which include, but are not limited to, the following:

1. To hear and decide appeals from and to review any specific order, requirement, decision, or determination made under these regulations by the Zoning Administrator.
2. To hear and decide petitions for variances from these regulations in accordance with the provisions of Section 5.108.
3. To adopt such rules of procedure necessary for the administration of its responsibilities not inconsistent with these regulations.
4. To assume any other duties assigned by the City Council.
5. The Board of Adjustment shall not have jurisdiction with respect to Section 6.201 Conditional Districts except as provided in this section.
6. The Board of Adjustment shall not have authority to grant variance for use changes.

Types of Hearings

1. Variances

- The Board shall hear and decide all requests for variance from the Zoning Ordinance and any other applicable ordinances. It shall also hear and decide all matters referred it upon which it is required to pass by the code of Ordinance for the City of Charlotte. In considering variances, it may hear those cases based upon alleged hardship resulting from strict enforcement of the Ordinance. The Board shall comply with the City of Charlotte Zoning Ordinance Code Section 5.108.

2. Appeals

- The Board shall hear and decide all appeals from and review any order, requirements, decision, or determination made by the Zoning Administrator. It shall also hear and decide all matters referred to it upon which it is required to pass by the Code of Ordinance for the City of Charlotte. In considering appeals, it may hear those cases based upon an allegedly improper or erroneous interpretation of the Ordinance. The board shall comply with the City of Charlotte Zoning Ordinance Code Section 5.109.

The City of Charlotte Zoning Board of Adjustment has eight (8) members (5 regular members and 3 alternates). City Council appoints three regular members, the Mecklenburg Board of County Commissioners appoints one regular member and the Mayor appoints one regular member. City Council appoints two alternates and the Mayor appoints one alternate. Members are appointed for a term of three years and until their respective successors have been appointed and qualified. No member shall serve more than two full consecutive terms. Alternate members serve on the Board in the absence of any regular member and are appointed in the same manner and for the same term as regular members.

All members are required to attend at least 65% of the regular and special meetings held in any one calendar year with no excused absences and serve without compensation.

In order to be eligible for reappointment, the member must have attended at least 75% of the regular scheduled meetings during the term. Any member who fails to attend any three consecutive regular committee meetings shall be removed.

Members of the Zoning Board of Adjustment

Jeffrey Davis, Chair	Appointed by City Council
Randall Fink, Co-Chair	Appointed by City Council
Michael Knotts	Appointed by Mecklenburg BOCC
David Hoffman	Appointed by City Council
Lynn Wheeler	Appointed by Mayor
C. Jennifer Coble, Alternate	Appointed by City Council
Mark Loflin, Alternate	Appointed by City Council
Vacant, Alternate	Appointed by Mayor

Staff Support:

Thomas Powers, Assistant City Attorney (ZBA)

Terrie Hagler-Gray, Senior City Attorney (Staff)

Zoning Administrator, Katrina Young

Planning Coordinator, Barry Mosley

Clerk to the Board, Sonda S. Kennedy

Meetings

The Board meets the last Tuesday of each month at 9:00 a.m. in the Charlotte Mecklenburg Government Center and holds hearings as needed. Zoning Administration staff serves as Clerk to the Board. The Board also receives assistance from the City’s Legal Department.

Last year the Board met in excess of 60 hours for variance and appeal hearings which included eleven (11) regular scheduled meetings. The Board members also prepare for meetings/hearings by reviewing applications, staff recommendations, and hearing documents. Total Cases: 36

MONTH	# CASES	MONTH	#CASES	MONTH	#CASES
January	2	May	0	September	2
February	2	June	4	October	7
March	4	July	2	November	2
April	5	August	2	December	6

2012 Schedule of Meetings and Submission Deadlines

Meeting Date	Filing Deadline
January 31 st	December 30, 2011
February 28 th	January 27 th
March 27 th	February 24 th
April 24 th	March 23 rd
May 29 th	April 27 th
June 26 th	May 25 th
July 31 st	June 29 th
August 28 th	July 27 th
September 25 th	August 24 th
October 30 th	September 28 th
November 27 th	October 26 th
December 11 th	November 9 th
January 29, 2013	December 28, 2012

**Meeting dates are subject to change!*

Variance/Appeal Application Includes:

1. Types of Requests
2. Application Procedures and Instructions
3. Hearing Procedures
4. Hearing Request Application forms (variance, appeal and administrative deviation) with checklist and instructions
5. Schedule of Meetings and Submission Deadlines
6. Schedule of Fees
7. Authorized Practice Advisory Opinion 2006-1 Statement



City of Charlotte Development Review Board

The Development Review Board (DRB) was established as part of the implementation of the Urban Street Design Guidelines in 2010. The members of the DRB are appointed by City Council to hear and decide applications for Alternative Compliance for alternative street designs which differ from the conventional design standards of Section 20-22 and 20-23. An applicant may present an application for “Alternative Compliance,” to seek approval of alternative street design standards. Noting staff does not have the legislative authority to modify prescriptive standards, any street design proposal that does meet the standards of the Subdivision ordinance requires a quasi-judicial hearing to approve or deny the design proposal. The DRB must state the reason(s) used to reach its decision. Those reasons, legally referred to as Findings of Fact are based on the following approval criteria prescribed in the Subdivision Ordinance:

- (1) Approval criteria. Before granting approval of an application for alternative compliance, the Development Review Board must determine that:
 - (a) While the proposed alternative design does not strictly meet all of the standards of the Urban Street Design Guidelines it nevertheless satisfies their intent and is not an inferior improvement design.
 - (b) The proposed alternative design will have the same or higher level of service or adequacy as the standard required improvements. It is not the intent of the alternative compliance procedure to allow an inferior improvement design to the standards required by this chapter for the purpose of reducing cost.
 - (c) The departure from the standard is the minimum necessary, given the specific circumstances of the request.
 - (d) The proposed alternative design will not materially endanger the public health or safety if constructed where proposed and developed according to the plan as submitted and approved.

The DRB consists of 9 members and 3 alternates who are appointed according to professional disciplines. City Council appoints 8 members, 6 regular and 2 alternates. The mayor appoints 4 members, 3 regular and 1 alternate. Members are appointed for a term of three years and until their respective successors have been appointed and qualified. The terms of one-third of the Board shall expire each year. No members shall serve more than two full consecutive terms.

The initial appointments have been staggered in one, two and three terms. To date, all Council appointments have been made. The table below denotes remaining vacancies.

Members of the Development Review Board

Appointed by City Council

Member	Professional Discipline
Mike Woollen	Architect
Margaret Nealon	Planning Commission
Michael Popejoy	Public Health
Karen Clark	Real Estate Attorney
Sheraine Spivey	Real Estate Development Industry
Nicole Storey	Urban Planner
Bradley Sikes, Alternate	Landscape Architect
Robert Latta, Alternate	Civil Engineer

Appointed by Mayor

Member	Professional Discipline
Vacant	Civil Engineer
Vacant	Landscape Architect
Vacant	Bicycle Advocate
Cheryl Walker, Alternate	Architect

Staff Support:

Thomas Powers, Assistant City Attorney (DRB)
Terrie Hagler-Gray, Senior City Attorney (Staff)
Subdivision Administrator, Shannon Frye
Principal Planner, Brent Wilkinson
Associate Planner, Josh Weaver
Clerk to the Board, Zenia Duhaney

Planning staff is coordinating a board orientation with the City Attorney's office for early 2012. Members appointed to date, did attend the quasi judicial training session this past November. As a follow up to this training, the DRB will now review and discuss the Alternative Compliance provisions of the Subdivision Ordinance which is their quasi judicial decision making role. Additionally, a draft review of the Rules of Procedure will be distributed for review and comment. A regular meeting time to hear any application for alternative compliance will be established.

Charlotte-Mecklenburg Planning Department

FY2012 Community Outreach Presentations

#	Date	Presentation	Staff
1	09/30/11	Columbus, GA Chamber of Commerce Inter-City Leadership Conference	B. Cook
2	10/05/11	NCAPA Conference - Independence Boulevard Mobile Tour	A. Osborne
3	10/05/11	NCAPA Conference - Integrating Transit & Land Use with Light Rail - LYNX Blue Line Mobile Tour	K. Main
4	10/06/11	NCAPA Conference - Center City Walking Tour	D. Thilo/J. Dhindaw
5	10/07/11	NCAPA Conference - Area Plan Implementation	G. Johnson/L. Quinn
6	10/18/11	Rockwell Park Neighborhood Association Community Forum - Adopted Area Plans	M. McCullough
7	10/25/11	Association of Pedestrian & Bicycle Professionals - Urban Design Workshop	D. Thilo/J. Dhindaw/M. Jones
8	10/26/11	Association of Pedestrian & Bicycle Professionals - LYNX Blue Line Mobile Tour	K. Main
9	11/08/11	Charlotte Regional Commercial Board of Realtors Legislative Committee	D. Campbell
10	11/10/11	Cherry Neigh. Assoc. & Community Org. Joint Board Mtg. - Midtown Morehead Cherry Area Plan Update	D. Campbell/K. Main
11	11/16/11	GIS Day	M. Sigmon/L. Quinn/C. Lyte-Graham
12	11/22/11	Langfang China Delegation - Centers, Corridors & Wedges	G. Johnson
13	12/01/11	Webinar - "Opportunity-rich Schools and Sustainable Communities"	J. Wells

Meeting Schedule

January 2012

Date	Time	Purpose	Location
Full Planning Commission			
01-09-12	Noon	Work Session ¹	Conference Room 267 2 nd Floor – CMGC
01-10-12	9:00 a.m.	Raleigh Planning Commission Meeting	Raleigh Municipal Bldg. Council Chambers Room 201 222 West Hargett Street Raleigh, NC 27601
Executive Committee			
01-17-12	4:00 p.m.	Work Session ²	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
01-17-12	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor – CMGC
Zoning Committee			
01-04-12	4:30 p.m.	Work Session ³	Conference Room 280 2 nd Floor – CMGC
01-17-12	5:00 p.m.	Dinner with City Council ⁴	Conference Room CH-14 Basement – CMGC
01-17-12	6:00 p.m.	City Rezoning ⁴	Meeting Chamber Lobby Level – CMGC
01-25-12	4:30 p.m.	Work Session	Conference Room 280 2 nd Floor – CMGC
Other Committee(s)			
01-11-12	3:00 p.m.	Historic District Commission	Conference Room 280 2 nd Floor – CMGC
01-18-12	7:00 p.m.	MUMPO	Conference Room 267 2 nd Floor – CMGC

¹ Due to the New Year's Holiday, the regularly scheduled January 2, 2012 Planning Commission Work Session was rescheduled to January 9, 2012.

² Due to the MLK Holiday, the regularly scheduled January 16, 2012 Executive Committee Meeting was rescheduled to January 17, 2012.

³ Due to the Holiday, the regularly scheduled December 28, 2011 Zoning Committee Work Session was rescheduled to January 4, 2012.

⁴ Due to the MLK Holiday, the regularly scheduled January 16, 2012 City Council Dinner and Meeting were rescheduled to January 17, 2012.

(Planning Department meetings are listed on back)

Charlotte-Mecklenburg Planning Department Meetings

Park Woodlawn Area Plan

01-12-12 6:00 p.m. Citizen Advisory Group YWCA – Meeting Room
3420 Park Road

Midtown Morehead Cherry Area Plan

01-17-12 5:00 p.m. Planning Committee
Public Comment &
Recommendation Conference Room 280
2nd Floor – CMGC

Incentive Based Inclusionary Housing Text Amendment

01-19-12 6:00 p.m. Citizen Advisory Group Conference Room 280
2nd Floor – CMGC

MUMPO Public Meeting

01-19-12 6:30 p.m. Eastfield Road
Thoroughfare Alignment Independence Hills
Baptist Church
10220 Eastfield Rd –Huntersville

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

February 2012

Date	Time	Purpose	Location
Full Planning Commission			
02-06-12 <i>(Raleigh Planning Commission Visit)</i>	Noon	Work Session	Conference Room 267 2 nd Floor – CMGC
Executive Committee			
02-20-12	4:00 p.m.	Work Session	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
02-21-12	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor – CMGC
Zoning Committee			
02-20-12	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
02-20-12	6:00 p.m.	City Rezoning	Meeting Chamber Lobby Level – CMGC
02-29-12	4:30 p.m.	Work Session	Conference Room 280 2 nd Floor – CMGC
Other Committee(s)			
02-08-12	3:00 p.m.	Historic District Commission	Conference Room 267 2 nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

Incentive Based Inclusionary Housing Text Amendment			
02-09-12	6:00 p.m.	Citizen Advisory Group	Conference Room 280 2 nd Floor – CMGC
02-23-12	6:00 p.m.	Citizen Advisory Group	Conference Room 280 2 nd Floor – CMGC

Attendance

Executive Committee Members Present: Stephen Rosenburgh (Chairperson) Yolanda Johnson (Vice-Chairperson), Emma Allen and Meg Nealon

Chairperson Rosenburgh arrived at 4:08 pm.

Staff Present: Debra Campbell, Crissy Huffstickler and Cheryl Neely

Call to Order

The Vice-Chairperson called the meeting to order at 4:05 pm.

Approval of October 17, 2011 Executive Committee Minutes

A motion was made by Commissioner Nealon and seconded by Commissioner Allen to approve the October 17, 2011 Executive Committee minutes. The vote was 3 to 0 to approve the minutes.

November 7, 2011 Work Session Follow-up

Rules of Procedure – Amendments

Commissioner Johnson stated that Article VII should be modified to include both the Planning Director and staff. Ms. Neely stated that she will finalize the amendments to the Rules of Procedure and distribute to the Commission.

Assisted Multi-Family Housing at Transit Stations Policy

Ms. Neely indicated that she sent the current policy to the Commission, as requested at the November work session. Mr. Goodwin sent additional information to Commissioner Karen Labovitz since the Chairperson had requested that she follow the process.

Planning Coordinating Committee Fall Meeting

The Chairperson stated that discussion at the fall meeting included feedback about when to hold meetings and future meeting topics. Some thought the fall meeting should have more topics and be open to all Elected Officials, similar to the Spring Joint Luncheon. He stated that legislative projects and the County's IBM initiative would be discussed at the spring meeting and demographics would be discussed at next year's fall meeting. The Chairperson indicated that he will discuss this with the Planning Director.

Planning Commission Field Trip to Raleigh

Chairperson Rosenburgh stated that the idea to attend a Raleigh Planning Commission meeting came from attending the NCAPA Conference. He thought it would be good for each Commission to share their issues. Ms. Campbell asked who would be responsible for coordinating the trip to Raleigh. The Chairperson responded that he would coordinate the visit.

Holiday Party

Commissioner Allen stated that attendance was poor at last year's Holiday party and questioned if the party is really necessary. The Chairperson agreed that the last two years were poorly attended and suggested that the party be scheduled at a time when staff can attend. Ms. Campbell stated that it is difficult for staff because of the many night meetings, as well as personal obligations during the holiday season. The Chairperson asked if a lunch gathering would be more appropriate.

Commissioner Allen suggested that the gathering be held in January or February, after the holiday season. Commissioner Nealon agreed and thought a winter gathering would be feasible. Vice-Chairperson Johnson stated that this would provide an opportunity to include the two new Commissioners. Ms. Campbell agreed and the Committee decided to schedule the event after the New Year and after the two new Commissioners have been appointed.

Future Work Session Agenda Items

The Committee agreed on the following future agenda items:

Agenda Items	Work Session
1. Internet Sweepstakes / Internet Café Text Amendment	December 2011
2. Nightclubs, Bars and Lounges Text Amendment	December 2011
3. Development Review Board	January 2012
4. Zoning Board of Adjustment Overview	January 2012
5. Incentive Based Inclusionary Zoning Text Amendment	January 2012
6. Residential Design Standards Phase II Text Amendment	February 2012
7. Alternative Energy/Eco-Industrial Text Amendment	February 2012
8. Mobile Food Vendors Text Amendment	TBD
9. Land Development 101 Brochure	TBD
10. Zoning Ordinance Policy Assessment	TBD

Approval of the December 5, 2011 Work Session Agenda

The Committee reviewed the December 5, 2011 work session agenda. A motion was made by Commissioner Allen and seconded by Commissioner Nealon to approve the agenda. The vote was 4 to 0 to approve the agenda.

Approval of the January 2012 Meeting Schedule

Ms. Neely informed the Committee that the regularly scheduled January 16th Executive Committee meeting date is on the MLK Holiday. Staff proposed that the January Executive Committee meeting be rescheduled to January 17th to coincide with the City Council meeting, which will likely be rescheduled to January 17th due to the MLK holiday. City Council will adopt their 2012 calendar after the new Council is sworn in. A motion was made by Commissioner Johnson and seconded by Commissioner Nealon to approve the January 2012 meeting schedule as submitted. The vote was 4 to 0 to approve the schedule.

Ms. Campbell reminded the Executive Committee that their December 19th meeting was rescheduled to December 12th to be consistent with the Council meeting which was rescheduled from December 19th to the 12th.

Communication Committee

Vice-Chairperson Johnson stated that two of the Communication Committee members had resigned and new members needed to be appointed. She suggested that Commissioners Zoutewelle and Lathrop be appointed. Ms. Neely reminded the Committee that the Planning Commission's Chairperson also serves as Chairperson of the Communication Committee. Chairperson Rosenburgh indicated that he would ask Commissioners Zoutewelle and Lathrop to serve on this committee.

Adjournment

The meeting adjourned at 4:28 pm.

AGENDA
CHARLOTTE-MECKLENBURG PLANNING COMMISSION
ZONING COMMITTEE WORK SESSION
Charlotte-Mecklenburg Government Center, Rm 280
January 4, 2012
4:30 P.M.

<p>1. Petition No. 2008-032 by Myers Park Home Owners Association for a change in zoning of approximately 38.79 acres located on both sides of Selwyn Avenue and Roswell Avenue from Lorene Avenue, north to Bucknell Avenue from R-22MF to R-8MF.</p>
<p>2. Petition No. 2010-080 by Charlotte-Mecklenburg Planning Commission for the adoption of a text amendment to the City of Charlotte Zoning Ordinance to modify the regulations for "Outdoor Seasonal Fresh Produce Sales" by 1) renaming them to "Outdoor Fresh Produce Stands", 2) expanding the zoning districts in which they are permitted with prescribed conditions, and 3) modifying the prescribed conditions.</p>
<p>3. Petition No. 2011-064 by Fairway Row, LLC for a UR-2 (CD) site plan amendment for approximately 12.00 acres located on the southwest corner at the intersection of Ardrey Kell Road and Providence Road.</p>
<p>4. Petition No. 2011-066 by 52 Eighty, LLC for a BD(CD) site plan amendment for approximately 4.15 acres located on the south side of Cross Beam Road between Beam Road and Rose Lake Drive.</p>
<p>5. Petition No. 2011-071 by Krzysztof Broszkiewicz for a change in zoning for approximately 1.02 acres located on the southeast corner of the intersection at East Sugar Creek Road and Atmore Street from R-5, B-1, and I-2 to B-2(CD).</p>
<p>6. Petition No. 2011-074 by Kids Going Bananas for a change in zoning for approximately 18.60 acres located on the south side of Bellhaven Boulevard and across from Oakridge Drive and Westbourne Drive from R-8MF(CD)(LWPA) to R-4(LWPA).</p>
<p>7. Petition No. 2011-075 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to clarify the regulations for Religious Institutions in Residential Districts.</p>
<p>8. Petition No. 2011-076 by Elam Group, LLC for a change in zoning for approximately 5.38 acres located on the south side of West Boulevard between Sirius Lane and Yorkmont Road from I-1 to I-2.</p>
<p>9. Petition No. 2011-077 by Carolina Golf Lodge for a change in zoning for approximately 42.0 acres located on the north side of Cindy Lane between Interstate 77 and Murray Street from R-4 to B-2(CD).</p>
<p>10. Petition No. 2011-080 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to modify the regulations for Short Term Care Facilities.</p>
<p>11. Petition No. 2011-081 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to modify Off-Street Parking regulations for motion picture theatres.</p>

12. Innovative Request for Rezoning Petition 1974-031 - Buck Wearn and the Quail Hollow No. 3 Neighborhood

Background: The Quail Hollow No. 3 subdivision is a 6.2 acre development located on the south side of Gleneagles Road at Ballentyne Court. This 11-lot subdivision was part of a larger 141.3 acre rezoning approved in 1973 to R-12PUD for a portion of Quail Hollow. The Planning Commission granted the following innovative provisions for this subdivision in 1982:

- Zero lot lines for attached garages.
- 35-foot rear yards.
- Private street frontage for single family homes.
- Ability to construct a guard house at the entrance of the development within the setback.

Request: The innovative provision would allow extensions of the principal dwelling into the 35-foot rear yard limited to porches, decks, greenhouses, covered patios and utility rooms. Extensions into the rear yard limited to:

- 20 percent of the area of the rear yard.
- 25 percent of the depth of the rear yard.
- 50 percent of the width of the dwelling.

Recommendation: Staff recommends approval of this petition.

13. UR Site Plan Amendment for Rezoning Petition 2006-069 – Enclave at Chrishall

Background: The Enclave at Chrishall is a 5.2 acre development located on the southwest corner of Park South Drive and Woodbine Lane. The site was rezoned in 2006 to UR-1(CD) for a maximum 20-lot subdivision.

Request: The amendment is to incorporate provisions from Section 9.406(8) of the Charlotte Zoning Ordinance, adopted October 17, 2011, regarding special yard, lot, and street standards for residential development within the existing conditional rezoning plan. The requested provisions allow for the following modifications:

- Single family detached dwellings permitted on private streets.
- Public streets may be modified to private streets where no connectivity issues exist and become gated.
- If a private street is gated, CDOT must review the location of the gate to insure it will operate safely and sidewalk connections from the private streets within the development to the abutting public street (Park South Drive) shall remain open to the public.
- 10 percent reduction of the minimum lot size provided the average of all lots equal the minimum size requirement.
- 25% reduction in yard requirements.

Recommendation: Planning staff has determined that the proposed site plan is in compliance with the qualifying requirements of Section 9.406(8) of the Charlotte Zoning Ordinance and recommends approval of this amendment.

14. UR Site Plan Amendment for Rezoning Petition 2006-064 – Village at Charndon

Background: The Village at Charndon is a 5.4 acre development located on the northeast corner of Sardis Road and Boyce Road. The site was rezoned in 2006 to UR-2(CD) for up to 33 for sale residential units.

Request: The amendment is to incorporate provisions from Section 9.406(8) of the Charlotte Zoning Ordinance, adopted October 17, 2011, regarding special yard, lot, and street standards for residential development within the existing conditional rezoning plan. The requested provisions allow for the following modifications:

- Single family detached dwellings permitted on private streets.
- The existing private streets may be gated.
- If the private street is gated, CDOT must review the location of the gate to insure it will operate safely and sidewalk connections from the private streets within the development to the abutting public street (Boyce Road) shall remain open to the public.
- 10 percent reduction of the minimum lot or subplot size provided the average of all lots or sublots equal the minimum size requirement.
- 25% reduction in yard requirements.

Recommendation: Planning staff has determined that the proposed site plan is in compliance with the qualifying requirements of Section 9.406(8) of the Charlotte Zoning Ordinance and recommends approval of this amendment.

**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 17th day of January, 2012** on the following petitions that propose changes to the Official Zoning Maps of the City of Charlotte, North Carolina:

Petition No. 2011-068 by Morehead Property Investments, LLC for a change in zoning for approximately 1.50 acres located on East Morehead Street between Kenilworth Avenue and Monticello Trail from O-2 to MUDD(CD).

Petition No. 2011-072 by University Investment Groups, LLC for a change in zoning for approximately 6.0 acres located on the northwest corner at the intersection of University City Boulevard and East Mallard Creek Church Road from NS to MUDD-O.

Petition No. 2011-073 by Wells Property Number One, LLC for a change in zoning for approximately 2.81 acres located on the south side of East 3rd Street and surrounded by South Kings Drive, Charlottetowne Avenue, and Cherry Street from B-2 to MUDD-O.

Petition No. 2011-078 by Sami Nafisi for a change in zoning for approximately 0.91 acres located on the southwest corner of Central Avenue and Westover Street from R-5 & B-1 to NS.

Petition No. 2011-082 by Steele Creek 1997 Limited Partnership for a change in zoning for approximately 11.0 acres located on the southwest corner of the intersection of South Tryon Street and Steele Creek Road from R-17MF(CD) and CC to CC and CC SPA.

Petition No. 2011-083 by Steele Creek 1997 Limited Partnership for a change in zoning for approximately 22.0 acres located on the southern corner of the intersection of Steele Creek Road and Walker Branch Drive from R-17MF(CD) to CC.

Petition No. 2012-001 by Mercury Noda, LLC for a MUDD-O site plan amendment and 5-Year Vested Rights, for approximately 3.87 acres located on the northeast corner of North Davidson Street and East 36th Street.

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

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 **Wednesday, January 11, 2012**.

**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 17th day of January, 2012** on the following petitions that propose changes to the City of Charlotte Zoning Ordinance:

Petition 2012-002 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to remove the duplicate language regarding Outdoor Storage.

Petition 2012-003 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to modify the definition of Marquee Signs and add Marquee Signs to the MUDD Zoning District.

Petition 2012-004 by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to correct a section reference in the Urban Industrial Zoning District.

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

**Charlotte-Mecklenburg Planning Commission
Planning Committee Meeting Minutes
CMGC – Conference Room 280, 2nd Floor
November 15, 2011**

Commissioners Present: Chairperson Yolanda Johnson, Vice-Chairperson Margaret Nealon, Commissioners Karen Labovitz, Tony Lathrop, and Dwayne Walker

Planning Staff Present: Sonda Kennedy, Melony McCullough, and Kent Main

Others Staff Present: Brian Horton (Transportation)

Call to Order

Chairperson Yolanda Johnson called the meeting to order at 5:12 p.m.

Approval of Meeting Minutes

A motion was made by Commissioner Labovitz and seconded by Commissioner Walker to approve the October 18, 2011 minutes. The vote was unanimous (5-0) to approve the October 18, 2011 minutes.

Continue Public Comment and make a recommendation on the draft Midtown Morehead Cherry Area Plan

Chairperson Johnson noted that this is the only agenda item and that no citizens are present for public comment. Melony McCullough (Planning Staff) stated that staff has been working with citizens in the Cherry area to address some of their concerns. Kent Main (Planning Staff) said that he was expecting some people from the Cherry neighborhood to be present. He added that a lot of discussion took place at a meeting with Cherry area residents on Thursday, November 10. Mr. Main gave out the latest version of the proposed changes to the draft plan and stated that most of the outstanding issues have been addressed. However, he has not had the opportunity to share the information with interested citizens. Ms. McCullough asked the Committee to continue public comment and make a recommendation on the draft plan at their December meeting. The Committee stayed an extra fifteen minutes in case someone arrived for public comment.

A motion was made by Commissioner Walker and seconded by Vice-Chairperson Nealon to continue public comment on the draft plan at the December meeting. The vote was unanimous (5-0) to continue public comment.

Area Plan Status and Meeting Report

Chairperson Johnson reminded Committee members how to govern themselves when attending citizen advisory group meetings.

A motion was made by Commissioner Walker and seconded by Commissioner Labowitz to adjourn.

Adjourn

Chairperson Johnson adjourned the meeting at 5:22 p.m.

Charlotte Historic District Commission Update

January 5, 2012

At their December 14, 2011 Regular Meeting, the Charlotte Historic District Commission made the following rulings on Applications for Certificates of Appropriateness:

- | | | | |
|----|--|--------------|--|
| A. | 2012, 2016 & 2020 Euclid Av, Dilworth Local Historic District
New Construction – Multi-Family
Brian Trexler, Applicant | HDC 2011-097 | Demo & Site Work
Approved |
| B. | 335 North Graham Street, Fourth Ward Local Historic District
Signage
Sign-A-Rama, Applicant | HDC 2011-115 | Approved with
Conditions |
| C. | 1615 Lela Avenue, Wesley Heights Local Historic District
Slate Installation on Front Porch & Steps
James P Sturdivant, Applicant | HDC 2011-117 | Deferred |
| D. | 1924 Park Road, Dilworth Local Historic District
Restoration of Front Porch
Nathaniel & Riky Sittema, Applicants | HDC 2011-121 | Approved |
| E. | 816 East Worthington Avenue, Dilworth Local Historic District
Addition
Bill Prestwood, Architect/Applicant | HDC 2011-123 | Approved |
| F. | 1517 Wilmore Drive, Wilmore Local Historic District
New Construction – Single Family
Michael Iagnemma, Applicant | HDC 2011-127 | Deferred to Design
Review Committee |
| G. | 425 E. Tremont Avenue, Dilworth Local Historic District
Second Floor Addition
James Morse, Applicant | HDC 2011-128 | Approved |
| H. | 1915 Park Road, Dilworth Local Historic District
Addition
Garrett Nelson, Architect/Applicant | HDC 2011-129 | Approved |