

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

Planning Commission

Nov 5, 2012
work session

Charlotte-Mecklenburg
Government Center

Room 267
Noon

A stylized graphic consisting of several overlapping, wavy bands in shades of blue, green, and olive. The word "Agenda" is written in a white, cursive font in the center of the blue band.

Agenda

Charlotte-Mecklenburg Planning Commission

November 5, 2012 - Noon

CMGC - Conference Room 267

Work Session Agenda

Call to Order & Introductions

Yolanda Johnson

Administration

Approval of Planning Commission Minutes

Approve the October 1, 2012 Work Session minutes.

Attachment 1

Policy

Area Plan & Text Amendment Process Overviews

Melony McCullough & Sandy Montgomery

Background: Planning staff to provide overviews of the area plan and text amendment processes, including information about how Commissioners can engage in the processes and provide input.

Action: Receive as information.

Tracy Finch Dodson, Deb Ryan

Blue Line Extension (BLE) Transit Station Area Plans Update

Yolanda Johnson & Meg Nealon

Background: Commissioners will share information from the BLE Station Area Plans Public Kick-off Meeting and Public Workshops.

Action: Receive as information.

Student Housing and Parking Text Amendment Update

Steven Firestone & Greg Phipps

Background: Commissioners to provide information from the Student Housing and Parking Text Amendment Public Kick-off Meeting.

Action: Receive as information.

North Carolina American Planning Association (NCAPA) Conference

Meg Nealon

Background: Commissioner Nealon will present information from the 2012 NCAPA Conference.

Action: Receive as information.

Information

Planning Director's Report

Debra Campbell

- Planning Department's Public Outreach Presentations

Attachment 2

November & December 2012 Meeting Schedules

Attachment 3

Committee Reports

Executive Committee

Yolanda Johnson

- September 24, 2012 Approved Minutes
- Future Work Session Agenda Items

Attachment 4

Future Work Session Agenda Items	Work Session
1. Nightclubs, Bars, Lounges and Restaurants Text Amendment	TBD
2. Residential Design Standards Text Amendment	TBD
3. State Sustainability Task Force	TBD

Zoning Committee

- Upcoming Rezoning Petitions
- Zoning Committee Agenda
- Zoning Committee Public Hearings

Yolanda Johnson
Tammie Keplinger
Attachment 5
Attachment 6

Planning Committee

- July 17, 2012 Approved Minutes

Andy Zoutewelle
Attachment 7

Planning 101 Committee

Meg Nealon

Economic Development Committee

Lucia Zapata Griffith

MUMPO

Greg Phipps

Historic District Commission

- October 10, 2012 Meeting Update

Attachment 8

Communication Committee

Andy Zoutewelle

Communication from Chairperson

Yolanda Johnson



Administration

October 1, 2012 – Noon

CMGC – Conference Room 267

Action Minutes

Attendance:

Commissioners Present: Yolanda Johnson (Chairperson), Andy Zoutewelle (Vice-Chairperson), Tracy Finch Dodson, Lucia Zapata Griffith, Karen Labovitz, Meg Nealon, Tony Lathrop, Deb Ryan and Dwayne Walker.

Commissioners Absent: Emma Allen, Steven Firestone, Tom Low and Greg Phipps

Staff Present: Debra Campbell (Planning Director), Kathy Cornett, Richard Hobbs, Garet Johnson, Tammie Keplinger, Cheryl Neely and Melony McCullough

Guests Present: Sonia Ellis-Taylor (Facilitator) and Stephen Rosenburgh (Former Commissioner)

Call to Order & Introductions

Chairperson Johnson called the meeting to order at 12:14 p.m., followed by introductions.

Administration

Certificate of Appreciation

Chairperson Johnson thanked former Commissioner Rosenburgh for his service on the Commission and presented him with a Certificate of Appreciation. Mr. Rosenburgh encouraged Commissioners to continue the work they are doing for the community and thanked them for the certificate.

Approval of Planning Commission Minutes

Commissioner Walker made a motion to approve the September 14, 2012 minutes, seconded by Commissioner Zapata Griffith. The vote was 10-0 to approve the minutes.

Policy

LYNX Blue Line Extension (BLE) Station Area Plans Update

Kathy Cornett provided an update on the BLE Station Area Plans project, which focused on:

1. An overview of the Station Area Planning Process

The BLE project stretches 9.3 miles from 9th Street to the UNC-Charlotte campus. Service is expected to begin in 2017. It will serve about 25,000 daily riders and will include improvements to North Tryon Street. The project has had several major achievements over the past year. The FTA issued a Record of Decision in 2011; they approved entry in to Final Design this past July; and Full Funding Grant Agreement is expected this month or next.

Major next steps for the project include Utility Relocation, ROW Acquisition and Final Design. Construction is scheduled to begin next fall with operations to begin in the spring of 2017.

2. How the BLE Planning Process is Different

Staff has completed data collection and analysis. Over the next month, there will be a series of three interactive workshops that will build upon each other and get into more details for each station area. Six stations will be discussed at each of these workshops. The public will be provided illustrative concepts to “react to”. This will be a more efficient use of participants’ time and make it easier for the public to provide comments. The series of interactive workshops will provide participants hands-on opportunities to discuss the concepts, height, scale, massing and

infrastructure and to provide multiple ways to comment – written, drawing on maps, using blocks, talking with staff on a one on one basis, etc. Staff will also initiate an electronic sign-in process to provide efficiency. Participants can sign in ahead of time, on mobile devices and computers. The data from on-line sign in automatically feeds into a database that staff can use throughout the project.

Staff will introduce the Northeast Corridor Infrastructure (NECI) Program. NECI is similar to the SCIP program used in the South Corridor and it identifies a wide variety of infrastructure projects, like sidewalks, bicycle facilities, stormwater improvements and others to improve accessibility and promote economic development in station areas. With the South Corridor, the station area plans and SCIP were handled separately because of their timing. During this process, they will be addressed at the same time and this will provide better efficiency for the public.

Staff also included a QR code on the mailer so that those who choose to can use their mobile device to automatically link to the project site.

The draft concepts that will be presented at the first meeting are illustrations of the recommended development pattern based on the vision and goals for each station area. They are general and are ideas to help the public provide feedback. They are not parcel specific at this point. The concepts will be used to guide the specific policies that will be developed as part of this process.

3. Lessons Learned

Presenting illustrations or ideas for the public to review and comment on as well as interactive opportunities is more helpful to meeting participants. Also, grouping the stations improves efficiency and provides a better context for understanding the entire transit line. Staff will incorporate technology where possible to be more efficient and to reach a broader audience.

4. Next Steps

The first Public Workshop/Kick-off meeting is scheduled for October 4th. The next workshops are scheduled for October 18th and November 1st. Following the series of workshops, staff will prepare recommendations and present them at a public meeting in January 2013. The review and adoption process will begin in the spring.

Following the presentation, Commissioner Finch Dodson asked if there was a budget for NECI. Ms. Cornett responded that the budget is approximately \$13 million. The Planning Director clarified that this amount does not include the CIP Budget/Funding.

Commissioner Zapata Griffith asked if there were any connections among the stations, ie Little Sugar Creek Greenway. Ms. Cornett explained that there is a multi-purpose trail along a major portion of the line and there are also greenway connections. Commissioner Zapata Griffith asked if the connections were funded by the greenway budget or transit budget. Ms. Cornett responded that the greenway connections are a part of Park & Recreation's budget.

Commissioner Ryan asked if Commissioners can only attend one BLE meeting, which meeting would be most beneficial to attend. Ms. Cornett explained that the meetings build upon each other and Commissioners should be able to jump in and understand what is going on regardless of which meeting they attend. She also informed the Commissioners that following the meetings, all materials will be posted on the Department's website.

Commissioner Zapata Griffith and Chairperson Johnson asked staff to send a copy of the presentation to the Commissioners.

Information

Planning Director's Report

The Planning Director directed the Commission to attachment 2, the Planning Department's Public Outreach Presentations.

Committee Reports

Executive Committee

The Chairperson stated that the Executive Committee update will be provided during the retreat follow-up discussion.

Zoning Committee

Ms. Keplinger provided brief updates on a few of the public hearing cases. She reminded the Commission that the next Zoning Committee meeting is October 3rd. Ms. Keplinger also informed the group that the November 12th City Council meeting is a joint Zoning and Business meeting and will begin at 4:00 pm.

Planning Committee

Vice-Chairperson Zoutewelle reported that the September Planning Committee meeting was cancelled. The next Planning Committee meeting is scheduled for October 16th. The major initiative for the Planning Committee this fall is the BLE station area plans. Although specific Commissioners are assigned to follow this process, all Commissioners should attend the Public Kick-off meeting. Vice-Chairperson Zoutewelle stated that the assigned Commissioners should attend the Citizen Advisory Group (CAG) meetings. Commissioner Ryan asked if the CAG meetings were in addition to the public meetings. Kathy Cornett clarified that all of the BLE meetings are public meetings and there are not any CAG meetings for this process. Vice-Chairperson Zoutewelle stated that he would work with Chairperson Johnson and staff to review the policy and determine who should attend the meetings. Chairperson Johnson stated that the Commission will be diligent about getting updates from Commissioners who are assigned to projects.

Economic Development Committee

The Chairperson asked Commissioner Zapata Griffith if it was ok to incorporate the Economic Development Committee update into the retreat follow-up discussion. Commissioner Zapata Griffith agreed with this change to the agenda.

Communication from Chairperson

Chairperson Johnson reported that there were a few items raised at the retreat that the Executive Committee had already acted on:

1. Planning staff will begin sending RCA's for area plans to Planning Committee members.
2. Communication with Planning staff will be discussed during the retreat follow-up portion of the meeting.
3. The Communication Committee is a two person committee consisting of Vice-Chairperson Zoutewelle (Chairperson) and Commissioner Lathrop.

The Chairperson asked Commissioner Finch Dodson and Sonia Ellis-Taylor to lead the retreat follow-up discussion. Ms. Ellis-Taylor stated that one goal was to make sure that Commissioners understand how the survey results feed into the Operating Agreement. They will also review the committee assignments and fill in any gaps.

Ms. Ellis-Taylor reported that the key findings from the retreat related to the following areas:

1. Communication (Internal and External)
2. Economic Development / Public Outreach
3. Commissioner Leadership & Involvement
4. What the Commissioners are Passionate about
5. Where the Commissioners think they can make other contributions

Ms. Ellis-Taylor stated that while talking about what could prevent the Commission from being successful, internal and external communication came up. Chairperson Johnson explained the Executive Committee spent a lot of time talking about communication. She shared that the Commission will address Council at the decision meetings when the Commission has a different recommendation than staff so they can explain why there is a different recommendation. Hopefully this will help the Commission build credibility with Council. She also informed the Commission that the Executive Committee and staff agreed that Commissioners should use their judgment when contacting staff. If Commissioners have quick questions, they can contact staff by phone. However, she asked that they not abuse this practice. Commissioners should still email staff and copy all committee members when they have more involved questions so that staff can provide feedback to all when responding.

Commissioner Zapata Griffith asked if the Commission could also address Council to strongly emphasize support when there are controversial cases and the Commission agrees with staff. The Planning Director responded that the staff analysis includes both staff's recommendation and Zoning Committee's deliberation. It should be appropriate to do so if it is a highly controversial very public case. Staff will meet with City Attorney's office to make sure that this is appropriate from a legal perspective.

Ms. Ellis-Taylor mentioned that the general consensus from the survey was that the Planning Commission should take a leadership role in shaping community planning priorities. She also highlighted several survey questions. The information below represents the discussion as it relates to the pre-retreat survey:

Survey Question #6: How the Commission Operates – please rank the following internal focus areas for 2012-2013. The items below received the most responses.

- More efforts toward Economic Development
- More opportunity for Full Commission discussion about text amendments
- Better communication with City Council members on rezoning petitions
- Better communication with City Council members on text amendments rezoning petitions
- Need better communication with Planning staff

The Planning Director reminded the Commission that staff brings initiatives to them sooner and more often than they previously did. She noted that the Electronic Gaming Text Amendment was brought to the Commission earlier in the process and more frequently.

The Chairperson stated that next month the Committee will review the process for text amendments and area plans, indicating where the Commission is involved.

Commissioner Labovitz stated that it is important for Zoning Committee members to be knowledgeable of the Planning Committee's projects and vice versa. Commissioner Finch Dodson explained that the Executive Committee is coordinating with staff to create a working chart so that the Commission can manage projects and be able to tell what is coming up. Vice-Chairperson Johnson stated that Commissioners will be more accountable for reporting what happens at CAG meetings to the full Commission. The Executive Committee will provide a sheet for Commissioners to take with them to meetings so that they can use it as a guide to determine what type of information to report back from meetings.

Commissioner Eschert asked if staff can provide advance input when there is a controversial rezoning to help Committee members better understand the issues. He referenced the Walgreens rezoning petition in the Dilworth community as an example. The Planning Director cautioned that the Committee has to be cognizant of not deliberating too far in advance. Ms. Keplinger provides information about upcoming rezoning petitions and highlights any potential concerns at this time. She further explained that the question in regards to the Dilworth rezoning petition is an issue with the interpretation of the *Dilworth Area Plan*. Policies can be interpreted lots of different ways. In this instance, the neighborhood and staff disagree in terms of interpretation.

Ms. Ellis-Taylor continued reviewing the survey results.

Survey Question #8: A major function of the Planning Commission is advising City Council – please rate the following statements. The statements below received the two highest responses:

- Having a Planning Commission in Charlotte is good for the planning process and is good for the Community.
- The Planning Commission recommendations are regarded more highly by Council than the Planning Staff's recommendations. Ms. Ellis-Taylor noted that based on the survey results, the Commission disagreed with this statement.

Ms. Ellis-Taylor reminded the Commission that the new process of addressing Council during the decision meeting is something that may help resolve this issue. She also asked the Commission if they thought the Commission should be reporting to Council more than once a year.

Commissioner Lavobitz asked if rationale for the Zoning Committee vote can be included in the Zoning Committee recommendation that goes to Council. Tammie Keplinger explained the Zoning Committee recommendation includes a synopsis of each petition and captures any issues that the Zoning Committee has with the petition. The document goes to the Zoning Committee Chairperson and Vice-Chairperson for review prior to being finalized. This document also serves as the Zoning Committee minutes.

Commissioner Nealon asked if there was a different level of detail in the recommendations and the minutes. Ms. Keplinger explained that staff does not do verbatim minutes for the Zoning Committee. The recommendation serves as the Zoning Committee minutes.

Commissioner Ryan asked if the Planning Committee members could also receive a copy of the Zoning Committee recommendations. The Planning Director explained that the information is included in a notebook and asked if the Commission wanted to receive the notebook. She also informed Commissioner Ryan that the information is available on-line. Staff pulled up the Department's website and reviewed an example of the Staff Analysis and Zoning Committee recommendation with the Commission. Commissioner Ryan stated that she did not want to go on line to view the information and asked if staff could provide a summary of this information. Chairperson Johnson stated that the Executive Committee and staff would discuss this and determine the best way to provide the information.

Commissioner Labovitz stated that Zoning Committee members would also like to receive information about projects that Planning Committee members are working on. The Planning Director replied that information about area plans is maintained on the Department's website. Staff showed the Commission how to access this information on the website.

Ms. Ellis-Taylor stated there seems to be a need for sharing information between the two Committees.

The Chairperson continued with the retreat follow-up discussion by stating that some of the open ended questions resulted in "recurring themes". She advised that the Commission will need to decide how to address these issues from the survey. For instance, do they want to have someone come speak about it or should it be a committee initiative. She was specifically referring to the following questions:

1. Survey Question #10: Your personal role in the Planning Commission: What are you passionate about?
2. Survey Questions #11: What strengths and talents do you have that you are willing to utilize for the Planning Commission this year?
3. Survey Question #13: Should Commissioners regularly visit rezoning petition sites and mandatory referral sites?

Economic Development/Planning 101

Commissioner Nealon stated that the Planning 101 initiative will focus on Economic Development. She and Commissioner Zapata Griffith met last week to discuss this. Commissioner Nealon suggested that the speaker could possibly be from an area with experience or a success story related to an issue that Charlotte may be dealing with. This could include a panel of developers, planners, etc. to discuss challenges and how they overcame them. Commissioner Zapata Griffith added that she thought it was a good idea for Planning 101 to focus on Economic Development because planning can support and promote Economic Development. Staff is scheduled to meet with the Chamber's Economic Development Team to share the City's development portal, explore ideas about what they can work on together and start building a relationship. Chairperson Johnson stated that the Planning 101 event would be an opportunity for Commissioners to be engaged and show leadership skills. Commissioner Zapata Griffith noted that the Committee will need to decide on a name for the event. Ms. Ellis-Taylor suggested that the name be decided upon once the focus has been narrowed down. Commissioner Nealon added that the name needs to be compelling so that the surrounding communities are also interested. Chairperson Johnson challenged the Committee with coming up with a compelling name and providing a reward for the Commissioner that comes up with the name.

Communication Committee

Vice-Chairperson Zoutewelle stated that he and Commissioner Lathrop will meet to discuss the communication issues that were previously mentioned.

Committee Assignments

Ms. Ellis-Taylor asked about the outstanding committee assignments. Chairperson Johnson explained that the Executive Committee discussed committee assignments with staff and there is not an immediate need for any assignments. However, the Executive Committee will take the “what am I passionate about / interested in” survey results into consideration when making future assignments.

Ms. Ellis-Taylor asked the Planning Director if assignments had been made to the projects that she presented at the retreat. Ms. Campbell informed the group that the Residential Design Standards Phase II Text Amendment is getting ready to start again. She also noted that the Rent By Room and Parking for Institutional Uses text amendments were combined. This text amendment will focus on Student Housing and Parking. The public kick-off meeting is scheduled for October 17th. The Restaurant, Nightclubs, Bars and Lounges, Wallscape and Microbreweries text amendments have been delayed. The Department is in the process of hiring new staff to assist with these projects.

Ms. Ellis-Taylor concluded the retreat follow-up discussion by suggesting that the Commission keep the key findings at the forefront of their discussions because these findings should be driving everything that the Commission does. Chairperson Johnson stated that the key findings tie into the three major goals she has for the Commission:

1. Public Outreach/Economic Development
2. Succession Planning
3. Continued Implementation of the Operating Agreement

Commissioner Nealon stated that she attended the North Carolina American Planning Association (NCAPA) Conference and thought it would be a good idea to share some of the issues that were discussed so that Commissioners can see what other communities are dealing with. She referenced a session at the conference which addressed sweepstakes/electronic gaming establishments. Commissioner Nealon suggested that other Commissioners should also share pertinent information with the entire group. She volunteered to present information from the NCAPA Conference at the next work session.

The Chairperson thanked Commissioners, Ms. Ellis-Taylor and staff for participating in the retreat follow-up discussion. She stated that her intention was to make sure that the information gathered from the pre-retreat survey was used. Chairperson Johnson will continue to expect input from the Commission as they move forward throughout the year with implementing ideas that were generated from the retreat and follow up discussions.

Adjournment

The meeting adjourned at 2:05 p.m.



Charlotte-Mecklenburg Planning Department

FY2012 Community Outreach Presentations

#	Date	Presentation	Staff
1	07/14/12	Association of General Contractors, Carolinas Chapter - Growth Surrounding the LYNX Light Rail Line	K. Main
2	07/19/12	Charlotte East Community Partners - MUMPO Transportation Planning Overview	N. Landa
3	07/28/12	District 3 Town Hall Meeting - A "Snap Shot" of the Area	M. McCullough
4	08/02/12	Presentation to Indianapolis Delegation	D. Campbell
5	08/06/12	Lincoln County Board of Commissioners - The MPO's Expansion	B. Cook
6	08/20/12	Statesville City Council - The MPO's Expansion	B. Cook
7	08/21/12	Iredell County Board of Commissioners - The MPO's Expansion	B. Cook
8	08/30/12	Union County Board of Commissioners - The MPO's Expansion	B. Cook
9	08/31/12	Mooresville Town Board of Commissioners - The MPO's Expansion	B. Cook
10	09/25/12	Bicycle Advisory Committee - Elizabeth Connectivity and Wayfinding Initiative	A. Goodwin
11	09/18/12	Camp Greene Neighborhood Association - Bryant Park Plan/PED Zoning Update	K. Main
12	09/18/12	Oklahoma City City Council Workshop - Urban Redevelopment Best Practices	D. Campbell
13	09/19/12	Charlotte Regional Realtor Assoc. Leadership Development Program - Charlotte Past, Present & Future	D. Campbell
14	10/06/12	Ballantyne Festival - Planning Department Overview	M. McCullough
15	10/12/12	Iredell County Mayors & Managers Meeting - MPO Planning Area Boundary Expansion	B. Cook
16	10/16/12	Charlotte Regional Alliance for Transportation - MPO Planning Area Boundary Expansion	B. Cook
17	10/22/12	NC League of Municipalities Mobile Tour - Façade Grants and Infrastructure Improvements	K. Main/M. McCullough
18	10/25/12	Brightwalk Housing Fair - Statesville Avenue Corridor Plans	M. McCullough
19	10/30/12	Bryant Park PED Overlay Zoning Implementation	K. Main/T. Keplinger

Meeting Schedule

November 2012

Date	Time	Purpose	Location
Full Planning Commission			
11-05-12	Noon	Work Session/Retreat	Conference Room 267 2 nd Floor – CMGC
Executive Committee			
11-12-12	3:00 p.m.	Work Session ¹	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
11-20-12	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor – CMGC
Zoning Committee			
11-12-12	4:00 p.m.	City Rezoning ²	Meeting Chamber Lobby Level – CMGC
11-28-12	4:30 p.m.	Zoning Work Session	Conference Room 280 2 nd Floor – CMGC
Other Committee(s)			
11-14-12	3:00 p.m.	Historic District Commission	Conference Room CH-14 Basement – CMGC
11-14-12	7:00 p.m.	MUMPO ³	Conference Room 267 2 nd Floor – CMGC
11-09-12	Noon	Planning Coordinating Committee	Conference Room 267 2 nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

Blue Line Extension Station Area Plans

11-01-12 6:00 p.m. Transportation Workshop Sugaw Creek Presbyterian Church
101 W. Sugar Creek Road

Prosperity Hucks Area Plan

11-15-12 6:30 p.m. Public Kick-off Crossway Community Church
6400 Prosperity Church Road

Student Housing & Parking Text Amendment

11-15-12 6:00 p.m. Citizen Advisory Group Conference Room 267
2nd Floor – CMGC

11-27-12 6:00 p.m. Citizen Advisory Group Innovation Station
8th Floor – CMGC

¹ The November 19th Executive Committee meeting was rescheduled to November 12th.

² Note this is a combined Business and Zoning Hearing meeting.

³ The November 21st MUMPO meeting was rescheduled to November 14th.

Charlotte-Mecklenburg Planning Commission

Meeting Schedule

December 2012

Date	Time	Purpose	Location
Full Planning Commission			
12-03-12	Noon	Work Session	Conference Room 267 2 nd Floor – CMGC
Executive Committee			
12-17-12	4:00 p.m.	Work Session	Conference Room 266 2 nd Floor – CMGC
Planning Committee			
12-18-12	5:00 p.m.	Work Session	Conference Room 280 2 nd Floor - CMGC
Zoning Committee			
12-17-12	5:00 p.m.	Dinner with City Council	Conference Room CH-14 Basement – CMGC
12-17-12	6:00 p.m.	City Rezoning	Meeting Chamber Lobby Level – CMGC
01-09-13	4:30 p.m.	Work Session ¹	Conference Room 280 2 nd Floor - CMGC
Other Committee(s)			
12-12-12	3:00 p.m.	Historic District Commission	Conference Room 267 2 nd Floor – CMGC

Charlotte-Mecklenburg Planning Department Meetings

Park Woodlawn Area Plan

12-04-12	6:00 p.m.	Draft Plan Recommendations	Park Road Baptist Church 3900 Park Road
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Prosperity Hucks Area Plan

12-06-12	6:00 p.m.	Public Workshop I	Crossway Community Church 6400 Prosperity Church Road
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Student Housing & Parking Text Amendment

12-13-12	6:00 p.m.	Citizen Advisory Group	Conference Room 267 2 nd Floor – CMGC
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¹ Due to the Holiday, the December 26, 2012 Zoning Committee Work Session was rescheduled to January 9, 2013.

Attendance

Commissioners Present: Yolanda Johnson (Chairperson), Andy Zoutewelle (Vice-Chairperson) and Tracy Finch Dodson

Commissioners Absent: Emma Allen

Staff Present: Debra Campbell and Cheryl Neely

Call to Order

Chairperson Johnson called the meeting to order at 4:17 p.m.

Approval of August 20, 2012 Executive Committee Minutes

A motion was made by Vice-Chairperson Zoutewelle and seconded by Commissioner Finch Dodson to approve the August 20, 2012 Executive Committee minutes. The vote was 3-0 to approve the minutes.

September 24, 2012 Executive Committee Meeting Follow-up

Electronic Gaming Text Amendment

The Chairperson asked if staff had informed the Mayor that the Zoning Committee Chairperson will present the Commission's concerns with the text amendment at the September 24, 2012 public hearing. The Planning Director explained that the City Manager had expressed concern with this proposed change in the process and recommended that the Zoning Committee present their concerns at the decision meeting instead of the public hearing. The City Attorney's Office staff agreed with the City Manager because it may appear that the Zoning Committee had already deliberated on the text amendment.

The Planning Director suggested that when there is a difference in the staff and Zoning Committee's recommendation, staff can make a note on the agenda that Zoning Committee voted to not support the staff recommendation. The Zoning Committee Chairperson should be allowed to explain why there is a difference in the recommendation. Chairperson Johnson recommended that the Zoning Committee Chairperson and Vice-Chairperson inform staff at the end of the Zoning Committee meeting when the Committee wants to address Council. The Planning Director suggested that staff continue to discuss this with the City Attorney's office.

September 14, 2012 Work Session/Retreat Follow-up

Chairperson Johnson informed the Committee that the Retreat Follow-up Committee had discussed outstanding issues from the retreat. She asked Commissioner Finch Dodson to provide an update. Below are highlights from the discussion:

- **Committee Assignments**

The Executive Committee would like to expand the Committee assignment spreadsheet to include details about upcoming projects and a project timeline. This will allow the Commission to better track assignments and help make Commissioners assigned more accountable. This working matrix could serve as a calendar so that Commissioners can have a better understanding of upcoming projects. This calendar should include staff assigned, commissioners assigned, and meeting dates. The Executive Committee will also provide a form to Commissioners who attend CAG meetings to use as a guide to capture information to report back to the full Commission.

The Executive Committee asked staff to present information about the area plan and text amendment processes at the November work session, highlighting areas where Commissioners have opportunities for input.

The Committee also discussed other Committee assignments. In particular, Commissioner Zoutewelle asked about the public input process for the BLE project. He indicated that Commissioner assignments for this project will be finalized after the October work session BLE presentation.

The Planning Director stated that the Student Housing and Institutional Parking text amendments were combined into one text amendment. Commissioners Firestone and Phipps are assigned to this text amendment. Commissioner Walker was originally assigned to the Institutional Parking text amendment. Chairperson Johnson will discuss this assignment change with Commissioner Walker.

- **Communication with Planning Staff**

Commissioner Finch Dodson reported that there will be a “communications” brainstorming session at the October work session. She also reported that the provision in the Operating Agreement which references how Commissioners should communicate with staff can be more relaxed. The provision will remain in the Operating Agreement; however, Commissioners should use their best judgment when contacting staff. An email is appropriate, if there is a question which may be relevant to other Commissioners.

The Committee discussed creating a site with private access for Commissioners to review rezoning petition information. They asked if the site could be designed to allow Commissioners to post questions as well as receive responses from staff. Director Campbell liked the concept from the standpoint that all Commissioners would receive the same information. However, she expressed concern with staff’s ability to monitor such a site and respond in a timely manner. She also advised that the public information laws may prohibit private access.

The Planning Director shared that Commissioners can contact staff to receive answers before meetings so that it does not look like the Commission and staff are advisories. The group agreed that Commissioners could email staff and copy the other Committee members so that all can be informed of any issues prior to the meeting. Commissioners may also contact staff by phone with questions.

- **Planning 101/Economic Development**

Commissioner Finch Dodson reported that the intent is to bring the Planning 101 and Economic Development Committees together to work on a public outreach event which will focus on Economic Development.

- **Communications Committee**

Commissioner Finch Dodson reported that the committee will be structured in two facets, with an internal and external focus. The internal facet will focus on communication within the Commission. The external component will focus on community outreach and communication with Council. The Committee will continue to create an Annual Report at the end of the year. The January report provides an opportunity to update Council on upcoming projects.

- **Pre-Retreat Survey Results**

The Planning Director noted that more discussion should be done to link the survey results to follow-up action. For example, the results from the survey could possibly be used to determine the subject matter for the Planning 101 agenda topic. The Committee agreed and thought the full Commission should be engaged in Planning 101. Director Campbell suggested that the Executive Committee inform the full Commission how the information obtained from the survey results will be used. The Committee agreed that this information will be presented as part of the retreat follow-up discussion at the October work session.

Future Work Session Agenda Items

The Committee agreed on the following future agenda items and will revisit the list after the October work session.

Agenda Items	Work Session
1. Nightclubs, Bars, Lounges and Restaurants Text Amendment	TBD
2. Residential Design Standards Text Amendment	TBD
3. Land Development 101 Brochure	TBD
4. State Sustainability Task Force	TBD

Approval of October 2012 Work Session Agenda

Cheryl Neely informed the Committee that former Commissioner Rosenburgh was tentatively scheduled to receive a Certificate of Appreciation at the October 1, 2012 work session. She asked if this should be added to the draft agenda. The Chairperson replied yes. The agenda was approved with this modification.

Approval of November 2012 Meeting Schedule

Vice-Chairperson Zoutewelle made a motion, seconded by Commissioner Finch Dodson to approve the November calendar. The Committee approved the November calendar as submitted.

Adjournment

The meeting adjourned at 5:17 p.m.

AGENDA
CHARLOTTE-MECKLENBURG PLANNING COMMISSION
ZONING COMMITTEE WORK SESSION
Charlotte-Mecklenburg Government Center, Rm 280
October 24, 2012
4:30 P.M

- | |
|---|
| <p>1. <u>Petition No. 2012-071</u> by Lincoln Harris, LLC for a change in zoning for approximately 2.08 acres located on the northwest corner of East Morehead Street and Kenilworth Avenue from O-2 to MUDD-O.</p> |
| <p>2. <u>Petition No. 2012-075</u> by Charlotte-Mecklenburg Planning Department for a Text Amendment to the City of Charlotte Zoning Ordinance to add a new definition for “electronic game operations”, and allow it as a new use with prescribed conditions in the UR-C, B-1, B-2, NS, MUDD, UMUD, CC, TOD-E, TOD-M, and I-1 zoning districts.</p> |
| <p>3. <u>Petition No. 2012-084</u> by Frank and Nancy Newton for a change in zoning for approximately 2.72 acres located on the south side of Rocky River Road at the intersection of Rocky River Road and Newell Farm Road near Old Concord Road from O-1(CD) to B-1(CD).</p> |
| <p>4. <u>Petition No. 2012-085</u> by Childress Klein Properties for a change in zoning for approximately 18.8 acres located on the southeast corner at the intersection of Johnston Road and Marvin Road from R-3 to UR-2(CD).</p> |
| <p>5. <u>Petition No. 2012-086</u> by East Group Properties, LP for a change in zoning for approximately 43.29 acres located on the southeast corner of the intersection of Steele Creek Road and Shopton Road from I-1(CD) and R-3 to I-1(CD) SPA and I-1(CD).</p> |
| <p>6. <u>Petition No. 2012-087</u> by AEA, LLC for a change in zoning for approximately 3.56 acres located on the south side of Ballantyne Commons Parkway between Rea Road and Williams Pond Lane from R-3 to O-1(CD).</p> |
| <p>7. <u>Petition No. 2012-088</u> by PIRHL Developers, LLC for a NS site plan amendment, for approximately 5.09 acres located on the north side of Nolley Court near the intersection of Nolley Court and Galleria Boulevard.</p> |

**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 4:00 P.M. on **Monday, the 12th day of November, 2012** on the following petitions that propose changes to the Official Zoning Maps of the City of Charlotte, North Carolina:

Petition No. 2012-082 by Derita American Legion Post 345 for a O-1(CD) site plan amendment, for approximately 1.20 acres located on the east side of Baucom Road between Mallard Creek Road and Brathay Court.

Petition No. 2012-091 by Anthony W. Packer for a change in zoning for approximately 20.0 acres located on the north side of Garron Point Drive between Mt Holly-Huntersville Road and Pointer Ridge Drive from MX-2 LWCA, LWPA to R-12MF(CD) LWCA, LWPA.

Petition No. 2012-092 by NASR N. Basily for a change in zoning for approximately 2.28 acres located on the east side and west side of Eastway Drive between Springway Drive and Hillard Drive from R-17MF to O-1(CD).

Petition No. 2012-093 by Grubb Properties for a change in zoning for approximately 1.41 acres located at the intersection of Colony Road and Roxborough Road from R-17MF and MUDD-O to MUDD-O and MUDD-O SPA.

Petition No. 2012-094 by Kelley E. Moulton for a change in zoning for approximately 0.36 acres located on northwest corner at the intersection of Wake Street and Frazier Avenue from UR-1(CD) to R-6.

Petition No. 2012-095 by Michael Brawley for a change in zoning for approximately 0.35 acres located on the northwest corner at the intersection of Mockingbird Lane and Park Road from O-2 to MUDD-O.

Petition No. 2012-096 by Edencare, Inc for a change in zoning for approximately 2.18 acres located on the west side of Davis Lake Parkway between David Cox Road and Harris Woods Boulevard from MX-2(INNOV) to INST(CD).

Petition No. 2012-097 by Time Warner Cable for a change in zoning for approximately 7.02 acres located on the east side of North Sharon Amity Road across from Delane Avenue from O-15(CD) to O-1(CD).

Petition No. 2012-098 by City of Charlotte, Aviation Department for a change in zoning for approximately 45.64 acres located on the north side of Wilkinson Boulevard at the intersection of Wilkinson Boulevard and Marshall Drive from R-3 LLWPA and B-2 LLWPA to I-2 LLWPA.

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, November 7, 2012**.

Charlotte-Mecklenburg Planning Commission Planning Committee Meeting Minutes

Attachment 7

Approved October 16, 2012

July 17, 2012 – 5:00 p.m.

CMGC – 8th Floor, Innovation Station

Attendance

Commissioners Present: Andy Zoutewelle (Chairperson), Tracy Finch Dodson (Vice-Chairperson), Meg Nealon, Deb Ryan, Steven Firestone, Dwayne Walker and Thomas Low

Planning Staff Present: Kathy Cornett, Alan Goodwin, Alberto Gonzalez, Sonda Kennedy, Melony McCullough, Bryman Suttle and Jonathan Wells

Other Staff Present: Andy Mock (CATS), Tim O'Brien (City Real Estate), Jacqueline O'Neil (County Real Estate), Dennis LaCaria (Charlotte-Mecklenburg Schools) and Kathi Ingrish (Town of Matthews)

Call to Order and Introductions

Chairperson Andy Zoutewelle called the meeting to order at 5:10 p.m. and those present introduced themselves.

Approval of Meeting Minutes

A motion was made by Commissioner Nealon and seconded by Commissioner Walker to approve the June 26, 2012 minutes. The vote was 6-0 to approve the minutes.

A motion was made by Commissioner Nealon and seconded by Commissioner Walker to approve the July 2, 2012 minutes. The vote was 6-0 to approve the July 2, 2012 minutes.

Election of Planning Committee Vice-Chairperson

Chairperson Zoutewelle opened the floor to discuss election of the Planning Committee Vice-Chairperson. He stated that three committee members previously expressed interest in the position. However, commissioners Firestone and Nealon would like to withdraw their names. The only remaining name was Commissioner Finch Dodson.

Commissioner Walker moved to elect Commissioner Finch Dodson as vice-chairperson; Commissioner Firestone seconded the motion. The vote was unanimous to elect Commissioner Finch Dodson as Planning Committee Vice-Chairperson.

Chairperson Zoutewelle thanked the Commission for allowing him to serve. Vice-Chairperson Finch Dodson also thanked the Committee for their support and shared her desire to have an efficient and effective Commission.

Review of the Mandatory Referral Process

Jonathan Wells (Planning Staff) provided an overview of the mandatory referral process. He stated that the Planning Department processes an average of 25 to 30 mandatory referrals annually. He further explained that the process dates back to 1973 and is required by NC state legislation when city, county, or sub-entities propose capital investments that can involve real estate transactions. The Committee's recommendation is advisory only.

Chairperson Zoutewelle asked if conditions can be placed on the Committee recommendations. Mr. Wells answered yes and explained that once the Planning Committee makes a recommendation, the mandatory referral is updated to reflect the Committee's recommendation.

Mr. Wells noted that proposed land acquisitions intended for landfills, incidental acquisitions (e.g. rights-of-way, easements, etc.) and acquisitions associated with the land development process (e.g. streets, open space, etc.) are not subject to the mandatory referral process.

Mr. Wells reviewed factors that the Committee can consider when discussing mandatory referrals. They include consistency with publicly adopted plans and policies, compatibility with surrounding land uses, impact on existing infrastructure and joint use opportunities. Factors that cannot be considered include costs and alternative locations.

M.R. #11-15: Proposal by Charlotte-Mecklenburg Schools (CMS) to Accept Donated Land near J. T. Williams School

Mr. Wells presented this proposal to accept a 2.8 acre parcel of vacant land located on Tipton Drive adjacent to J. T. Williams School. He stated that this mandatory referral was presented to the Committee several months ago and additional information was requested. The proposed action would add real estate to an existing school site for future development or expansion at very little cost.

Mr. Wells noted that Mecklenburg County Park and Recreation is interested in working with CMS on this acquisition. Commissioner Zoutewelle asked is why this mandatory referral taking so long. Dennis LaCaria (CMS) explained that initially the family that is donating the land was in a hurry for this transaction to take place. However, due diligence on this property has taken longer than expected.

Commissioner Ryan noted the importance of discussing this proposal because the subject parcel could become remnant property in the future and she doesn't view it as an asset for the City. Mr. LaCaria stated that CMS would own the property and it could be part of a redevelopment project in the future. He further stressed that the site could be used for school, greenway or redevelopment purposes. Commissioner Ryan reemphasized that she doesn't see much development potential for the site. Jacqueline McNeil (County Asset and Facility Management) added that Irwin Creek is on the Greenway Master Plan, but the greenway does not extend to this area. She further stated that Park and Recreation gives considerations to schools when locating greenways and partnering with CMS.

Mr. LaCaria gave an overview and background information about this proposal. He explained that CMS will own the property; not the City. Commissioner Ryan shared her concern about the property's location in a flood plain. Commissioner Walker asked if all outstanding concerns have been addressed. Commissioner Low asked if the area could be used as open space. Mr. LaCaria replied yes.

Commissioner Nealon shared her concerns about supporting this proposal if the site is not buildable because it is in the flood plain. Commissioner Walker asked Mr. LaCaria if consideration has been given to this and he replied yes. Mr. LaCaria thinks the property can be used as greenway or open space. Commissioner Walker asked why is staff supporting this request. Mr. Wells replied that the *Central District Plan* recommends open space land uses for the property. Vice-Chairperson Finch Dodson asked if there is any desire to make the parcels contiguous. Mr. LaCaria replied yes and stated that the parcel that separates the subject property from the school site is owned by North Carolina Department of Transportation (NCDOT). Commissioner Low asked if the parcel be used for storm water purposes if the school expands. Mr. LaCaria answered yes and added that it could also be used as open space.

A motion was made by Commissioner Walker and seconded by Vice-Chairperson Finch Dodson to approve Planning staff's recommendation for Mandatory Referral #11-15. The vote was 5-2 to approve Planning staff's recommendation for Mandatory Referral #11-15.

Vote: For: Finch Dodson, Firestone, Low, Walker and Zoutewelle
Against: Nealon and Ryan

M.R. #12-07: Proposal by Charlotte-Mecklenburg Schools to Lease Portions of Two School Sites for Cell Towers

Mr. LaCaria presented Mandatory Referral #12-07, a proposal by Charlotte-Mecklenburg Schools to lease portions of two school sites for cell tower construction, operation, and maintenance. Prospective leases of portions of school sites for cell tower use are considered to be consistent with CMS policies regarding joint and community use of school sites. He introduced Ms. Joanne Fisher, Berkley Management Group, to present information and answer questions about cell tower emissions.

Ms. Fisher explained that the FCC has sole jurisdiction over wireless devices. She shared information on emissions from common devices and talked about industry standards. She said cell towers fall well below the standard of what is considered safe and emphasized that she thinks the towers are safe. Chairperson Zoutewelle asked if staff has confirmed this information. Mr. LaCaria said that CMS staff has confirmed it.

Commissioner Walker stated that he had concerns about safety and that this is information is helpful. He asked why school sites have become so popular. Ms. Fisher answered that the demand at schools is high because of electronic devices such as IPADS and smart phones. She also said it is more difficult to place towers in neighborhoods. Commissioner Low asked about aesthetics and appearance which usually concerns neighborhoods. Ms. Fisher responded that it used to be about looks but now people are more concerned about being able to use their phones. Ms. McCullough added that the City looked at stealth applications to cell towers several years ago.

Chairperson Zoutewelle mentioned the prescribed conditions in the Zoning Ordinance. Ms. Fisher said that the ordinance has very strict conditions. Ms. McCullough explained the application process for cell towers. Commissioner Firestone expressed his appreciation for the information but noted that he did not get all of the information that he requested. He would like information on the testing of existing cell tower sites. He is also concerned about appearance and does not want to see cell towers on school sites. Ms. Fisher explained that the cell phones and cell towers use different technology. Phones have antennas next to you and towers are further away.

Mr. LaCaria added he does not prefer cell towers but this project helps address budget issues. Commissioner Firestone asked does it matter if the technology is on the building or on the ground. He does not want cell towers to be the first thing that you see at schools. Mr. LaCaria replied that high schools are on 60 acres and two high schools have had cell towers for over 10 years. Commissioner Nealon said that this may be revenue generated and we need to think about issues that need to be addressed with a text amendment.

A motion was made by Commissioner Nealon and seconded by Commissioner Walker to approve Planning staff's recommendation for Mandatory Referral #12-07. The vote was 5-2 to approve Planning staff's recommendation for Mandatory Referral #12-07.

Vote: For: Finch Dodson, Low, Nealon, Ryan, Walker and Zoutewelle
Against: Firestone and Low

Minority Opinion: *The minority opinion expressed concern about aesthetics and suggested that staff revisit standards for locating cell towers.*

M.R. #12-08: Proposal by Charlotte-Mecklenburg Schools to Lease Portions of Two School Sites within the Town of Matthews for Cell Antennas

Mr. Wells presented Mandatory Referral #12-08 which proposes to lease portions of Elizabeth Lane and Matthews Elementary schools for cell antenna construction, operation and maintenance. The justification is that telecommunication antennas offer an opportunity for public agencies to realize a revenue stream from current real estate assets. Ms. Kathi Ingrish (Planning Director - Town of Matthews) was available to answer questions. Chairperson Zoutewelle asked about the difference between a tower and an antenna. Ms. Ingrish explained that the Town of Matthews does not allow towers in residential or institutional zoning districts. Commissioner Ryan noted that towers are significantly taller than antennas. Mr. Wells added that an antenna can't exceed 80 feet in height.

A motion was made by Commissioner Ryan and seconded by Vice-Chairperson Finch Dodson to approve Planning staff's recommendation for Mandatory Referral #12-08. The vote was 6-1 to approve Planning staff's recommendation for Mandatory Referral.

Vote: For: Finch Dodson, Low, Nealon, Ryan, Walker and Zoutewelle
Against: Firestone

M.R. #12-12: Proposal by the City of Charlotte’s Neighborhood and Business Services Department (N&BS) to Transfer 21 Properties to Various Nonprofit Organizations

Mr. Alberto Gonzalez presented this proposal by Neighborhood and Business Services to transfer several houses and vacant lots that are owned by the City to various nonprofit organizations to build or rehab houses. Commissioner Nealon wanted to know if the proposed use is consistent with the existing zoning. Mr. Gonzalez said it is consistent with the adopted future land use. Commissioner Ryan expressed a desire to have more information. Vice-Chairperson Finch Dodson would like more information on how neighborhoods would be impacted. She asked if the parcels are in the same neighborhood. Commissioner Nealon said she does not understand the blue dots on the map because they are not parcel specific. She would like to see the surrounding houses and know which non-profit organizations would receive the properties. Vice-Chairperson Finch Dodson shared similar concerns about having a map that shows the individual parcels. Commissioner Low asked how organizations are selected to receive the property. Vice-Chairperson Finch Dodson asked that a representative from Neighborhood Services be present to answer questions. Mr. Wells noted that the Committee’s concerns will be shared with other staff.

A motion was made by Vice-Chairperson Finch Dodson and seconded by Commissioner Nealon to defer action on Mandatory Referral #12-12 until September. The vote was 7-0 to defer action on this mandatory referral for one month.

M.R. #12-13: Proposal by the City of Charlotte’s Neighborhood and Business Services Department (N&BS) to Sell or Convey Six Remnant Parcels to Adjacent Property Owners

Mr. Alan Goodwin presented this proposal by the City of Charlotte’s Neighborhood and Business Services Department (N&BS) to transfer six city owned properties out of the City’s inventory that are considered “remnant parcels”. These parcels have little or no economic value and are not large enough to be buildable lots. All of the remnants are vacant. Commissioner Nealon asked if the property owner has to accept the land. Mr. Goodwin replied no. Commissioner Ryan reiterated the importance of having maps of each parcel.

A motion was made by Commissioner Ryan and seconded by Commissioner Nealon to approve Planning staff’s recommendation for Mandatory Referral #12-13. The vote was 7-0 to approve Planning staff’s recommendation for Mandatory Referral #12-13.

M.R. #12-14: Proposal by Charlotte-Mecklenburg Schools to Lease Warehouse Space on Hovis Road

Ms. McCullough presented this proposal by CMS to lease a 100,000 square foot building located at 5401 Hovis Road for warehouse space, to store materials and supplies, such as textbooks, furniture and equipment. Commissioner Ryan said this is a good location that does not impact the neighborhood and she will support this request.

A motion was made by Vice-Chairperson Finch Dodson and seconded by Commissioner Walker to approve Planning staff’s recommendation for Mandatory Referral #12-14. The vote was 7-0 to approve Planning staff’s recommendation for Mandatory Referral #12-14.

M.R. #12-15: Proposal by Charlotte-Mecklenburg Schools to Lease a Former School on Doctor Carver Road

Mr. Goodwin presented this proposal by CMS to enter into a five year lease for property located at 2670 Doctor Carver Road. The proposed lease would also include parking. This site will then be subleased to Project L.I.F.T. (Leadership and Investment for Transformation) Institute and will host 75-100 high school boys. L.I.F.T. is a public-private partnership which provides support, additional services, and educational enhancements for CMS students in the West Charlotte corridor, defined as West Charlotte High School and the eight middle and elementary schools that feed into it. Commissioner Ryan asked if this use is consistent with adopted plans. Ms. McCullough explained that area plans generally do not recommend locations for future institutional land uses. Those uses are considered on a case by case basis.

A motion was made by Commissioner Walker and seconded by Vice-Chairperson Finch Dodson to approve Planning staff's recommendation for Mandatory Referral #12-15. The vote was 7-0 to approve Planning staff's recommendation for Mandatory Referral #12-15.

M.R. #12-16: Charlotte Area Transit System (CATS) Proposes to Acquire a Parcel of Land Owned by Mecklenburg County for the LYNX Blue Line Extension (BLE)

Ms. Kathy Cornett (Planning Staff and Andy Mock (CATS) presented this mandatory referral in which CATS proposes to acquire a parcel of land located at 7738 N. Tryon Street (Parcel 049-241-05) for the Blue Line Extension. The purpose of this proposal is to ensure future mobility by providing a transportation alternative in a highly congested travel corridor and to support the region's land use policies and goals for a sustainable growth and development pattern. This project would also enhance the operating effectiveness of CATS' light rail service and leverage the public investment made along the South Corridor.

A motion was made by Commissioner Walker and seconded by Commissioner Firestone to approve Planning staff's recommendation for Mandatory Referral #12-16. The vote was 7-0 to approve Planning staff's recommendation for Mandatory Referral #12-16.

M.R. #12-17: Proposal by Mecklenburg County to Acquire a Flood Prone Structure Located on Westbrook Drive

Mr. Goodwin presented this mandatory referral in which Mecklenburg County proposes to acquire a parcel located at 1024 Westbrook Drive (Parcel 073-213-02) as a part of the storm water buyout program. There is a home on the site, which will be removed and the property will be added to the County's open space/greenway system and maintained in a natural state. At a future date, Storm Water Services may consider stream improvements along the creek.

A motion was made by Commissioner Ryan and seconded by Commissioner Nealon to approve Planning staff's recommendation for Mandatory Referral #12-17. The vote was 7-0 to approve Planning staff's recommendation for Mandatory Referral #12-17.

M.R. #12-18: Proposal by Charlotte-Mecklenburg Storm Water Services (CMSWS) to Acquire 17 Parcels Under the Storm Water Management “Orphan” Program

Mr. Gonzalez presented this proposal by Charlotte-Mecklenburg Storm Water Services to purchase 17 properties located within the Briar Creek, Irwin Creek and McMullen Creek floodplains for inclusion in the Orphan Property Floodplain Acquisition Plan. Participation in the program is voluntary. The acquisitions are intended to eliminate potential losses by removing improvements and returning the floodplain to its natural state, while adding to open space along the creeks.

A motion was made by Commissioner Nealon and seconded by Commissioner Firestone to approve Planning staff’s recommendation for Mandatory Referral #12-18. The vote was 7-0 to approve Planning staff’s recommendation for Mandatory Referral #12-18.

Area Plan Status and Meeting Report

▪ **Park Woodlawn**

Chairperson Zoutewelle stated that Commissioner Karen Labovitz is assigned to this plan. He asked Ms. McCullough if there has been any recent movement on the plan. Ms. McCullough stated that staff is developing the draft plan recommendations.

▪ **Prosperity Hucks Area Plan**

Ms. McCullough stated that staff is in the early stages of gathering background information on the area and developing the existing conditions report.

▪ **Blue Line Extension (six stations)**

Ms. McCullough stated that six (6) area station plans will be developed this fall and added that these plans tend to move faster than other area plans.

Statement of Concern

Commissioner Walker made a statement of concern about *M.R. #12-12: Proposal by N&BS to Transfer 21 Properties to Various Nonprofit Organizations*. He stated that he found it troubling that out of all the mandatory referrals that were heard tonight; the one regarding affordable housing was deferred. He stated that he is disappointed that more information was not provided and that staff that could provide more information wasn’t present. He thinks that some of the concerns raised by commissioners are valid. However, he has been troubled as a citizen of Charlotte and as a member of the Commission to watch certain entities, developers, and personalities come before the Commission, Committees, and Council and seem to get a pass on things and other things regarding non-profits or affordable housing issues always seem to be held up. He stated that although staff was not available to answer questions, he is very interested to see how the Commission will proceed next month with the same issues. Hopefully, staff will be in place to answer questions that the Committee can rule on to help some folks get housing and help some neighborhoods develop.

The Chair stated that there will not be a meeting in August. The next meeting will be September 18. There was some discussion about a special meeting to hear the mandatory referral that was deferred. Commissioner Nealon commented that she understood and appreciated Commissioner Walker’s concerns. Vice-Chairperson Finch Dodson shared similar concerns. Commissioner Ryan stated that the timing is bad for a special meeting and she does not want to set a precedent for holding special meetings because of unpreparedness. The Chair stated that the Committee’s role is to handle mandatory referrals expeditiously but the information is needed to make decisions.

Adjourned - 7:20 p.m.

CHARLOTTE HISTORIC DISTRICT COMMISSION UPDATE OCTOBER 30, 2012
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At their October 10, 2012, Regular Meeting, the Charlotte Historic District Commission made the following rulings on Applications for Certificates of Appropriateness:

<p>A. 1915 Springdale Avenue, Dilworth Renovation Thomas Miller, Applicant</p>	<i>Deferred</i>	<p>K. 1614 The Plaza, Plaza Midwood Enclosure of Existing Carport Kevin Devin, Applicant</p>	<i>Approved</i>
<p>B. 2128 Wilmore Drive, Wilmore Rebuilding of Front Porch Michael A Smith, Applicant</p>	<i>Deferred</i>	<p>L. 1016 Ideal Way, Dilworth Additions Peter Vasseur, Applicant</p>	<i>Deferred</i>
<p>C. 300 East Park Avenue, Dilworth Installation of Cementitious Fiberboard Siding Dennis Terry, Applicant</p>	<i>Approved</i> w/ Conditions	<p>M. 318 Settlers Lane, Fourth Ward Resizing of Two Existing Windows Victor Holloway, Applicant</p>	<i>Deferred</i>
<p>D. 1003 Romany Road, Dilworth New Construction – Single Family House Michael Glaser, Applicant</p>	<i>Deferred</i>	<p>N. 1000 East Boulevard, Dilworth Change in Roofing Material Ben Carroll of Lesco Restoration, Applicant</p>	<i>Deferred</i>
<p>E. 1210 Myrtle Avenue, Dilworth Remodeling & Second Floor Addition Michael Doyne, Applicant</p>	<i>Deferred</i>	<p>O. 2121 Dilworth Road West, Dilworth Enclosure of Existing Carport Rick Norvell, Applicant</p>	<i>Approved</i>
<p>F. 401 East Worthington Avenue, Dilworth New Construction – Single Family House Matt & Kim Claxton, Applicants</p>	<i>Deferred</i>	<p>P. 1804 Thomas Avenue, Plaza Midwood Replacement of Shake Siding with Hardi Product Veronica DeVita, Applicant</p>	<i>Approved</i>
<p>G. 1922 Ewing Avenue, Dilworth Replacement of Front Porch Columns Peter Tart, Applicant</p>	<i>Approved</i>	<p>Q. 717 Walnut Avenue, Wesley Heights Replacement of Asbestos Siding & Window Replacement Richard & Elaine Leo, Applicants</p>	<i>Approved</i>
<p>H. 1525 Thomas Avenue, Plaza Midwood Rear Addition Karen Van Sickler, Applicant</p>	<i>Approved</i>	<p>R. 1929 Wood Dale Terrace, Wilmore Completion of New Construction Louis Kemp, Applicant</p>	<i>Approved</i> w/ Conditions
<p>I. 400 West Eighth Street, Fourth Ward Driveway Expansion Lexin Murphy, Applicant</p>	<i>Approved</i>	<p>S. 1715 Euclid Avenue, Dilworth Renovation/Addition Dan Eichensehr, Applicant</p>	<i>Approved</i>
<p>J. 1025 Isleworth Avenue, Dilworth Additions Angie Lauer, Applicant</p>	<i>Approved</i>		