Charlotte City Council
Housing and Neighborhood Development Committee
Summary Minutes
February 2, 2011

COMMITTEE AGENDA TOPICS

I. Housing Locational Policy
II. Single Room Occupancy Text Amendment Follow-Up

COMMITTEE INFORMATION

Council Members Present: Patsy Kinsey, Patrick D. Cannon and Warren Cooksey

Staff Resources: Pamela Wideman, Neighborhood & Business Services
Patrick Mumford, Neighborhood & Business Services
Julie Burch, Assistant City Manager
Debra Campbell, Planning

Meeting Duration: 12:11 PM – 12:59 PM

ATTACHMENTS

1. Agenda Packet – February 2, 2011

DISCUSSION HIGHLIGHTS

Kinsey: Opened the meeting at 12:11 p.m. Introductions were completed.

Burch: The first item on our agenda is the Housing Locational Policy. We are back before the Committee today to have some discussion on the proposed Housing Locational Policy. We took the comments made at the last Committee meeting and are coming back with a revised policy. If the Committee is ready to take action you may do so today. The next step would be to have a dinner briefing followed by request for Council action. I turn it over to Pamela Wideman to bring us up to date since the last Committee meeting.

Wideman: (Presents the proposed recommendations – see presentation)

- Conversions
  - Permissible
    - Any amount of multi-family units in Stable NSAs

- Up to 50% of the units in a multi-family development in Transitioning and Challenged NSAs

Kinsey: We had some concerns about conversions.

Wideman: We believe what we are recommending is fair. We haven't seen a lot of conversions at this time.

Mumford: The Council always has ability to analyze current market conditions and change the policy if necessary. We are developing a policy for the world as we know it today. Today we don't see that there is a compelling reason to change the broad policy for that specific issue. There wouldn't be so many conversions in one area that it would lead to gentrification.

Wideman: (Continues with presentation)

- Exemptions
  - Subsidized multi-family housing developments designed to serve the elderly or disabled are exempt from the requirements of this policy.

The exemption was changed to say "disabled" instead of "physically disabled". This was to align with the HUD standard. Mentally disabled does not include substance abusers.

Proposed schedule: Dinner briefing on Feb. 14th and Council approval on Feb. 28th

Kinsey: Are we ready to move forward?

Cooksey: I don't see a need to move forward because I still don't feel we need a locational policy.

Cannon: Makes a motion to move this policy forward.

Cooksey: Second's the motion for purpose of discussion.

Kinsey: Motion passes two to one. (Cooksey opposes).

Burch: We will move forward with a February 14th dinner briefing. Next item on agenda is the single room occupancy text amendment. Debra Campbell will be coming up to brief us on that.

Campbell: This topic has been around for a year and a half. We received the Committee's feedback on revisions to the text amendment on November 3rd. I am here to give you an update on what has been changed. We would like your approval to proceed with preparing the final language that will go in the text amendment and present it to you at a zoning dinner meeting.

(See presentation)
Thank you to our advisory group members who have been following this process throughout.

Draft Recommendations:

- Referenced supportive services.
- Concern from Committee: Support services should be required with SROs.
- Staff recommendation: We changed the definition to include supportive services as a requirement.

Cannon: What was the feedback of the advisory committee?

Campbell: The group was fine with including supportive services as a requirement. Most of the time, supportive services are provided anyway.

(Continues with presentation)

- Allow SRO's in business, office, urban residential, urban mixed use and TOD zoning districts.
  - Concern from Committee: Require a special use permit so that sites have to be rezoned to accommodate the use in any district.
  - Staff recommendation: No change – currently the City Zoning Ordinance doesn't provide for the approval of special use permits (SUP). Before the City could issue a SUP the zoning ordinance would need to be amended specifying the board and standards for granting.

- Allow SRO's in I-1 zoning district until Dec. 31 2012.
  - Concern from Committee: Change effective date for uses in industrial districts to 12/31/2011.
  - Staff recommendation: Change effective date for uses in industrial districts to be effective one year from adoption of the ordinance. Allow legally conforming SROs to expand consistent with these requirements. Try not to penalize the uses we currently have.

Cannon: What was the opinion of the advisory committee?

Campbell: The Advisory Group encouraged us to try to figure out a way to not penalize the established SRO's.

Kinsey: What are the room sizes at McCreesh Place?

Unknown: 110 square feet rooms.

Campbell: (Continues with presentation)

- Added the requirement that rooming units must be accessed through one primary location.
  - Concern from Committee: Need to clarify other access will be available in case of emergency.
  - Staff recommendation: No change – building codes will address safety issues.

- Added a minimum distance requirement of ½ mile between SROs. It was a unanimous consensus among the Advisory Group that the ½ mile proposed separation requirement between SROs should remain.

- No notification requirement has been added to the SRO requirements.
    - Concern from Committee: Need to require notification to adjoining property owners.
    - Staff Recommendation: No Change. No other residential/multifamily use requires notification.

Cannon: I'm still of opinion that some level of a notification needs to be provided. I'm ok with the will of this committee and Council though.

Campbell: With multi-family development, if it's not going through a rezoning petition, there is not a notification. We are trying to establish some consistency. In addition, we have imposed additional design standards.

Cannon: We are talking about a different use so I won't try to stop this but want to have level of conversation with the full body when the time comes.

Cooksey: Indicated that he is not in support of any notification for SROs.

Kinsey: I don't anticipate us moving forward today. This is of great interest to Mr. Barnes and in all fairness we will wait for him to be involved. He is the one who really brought this topic up.

Cannon: That's fair. He is dealing with a lot of these issues as a district representative.

Cooksey: I sympathize with Mr. Barnes but I would hope there is some sort of meeting scheduled prior to our next Committee meeting so we don't have to go through this in as much detail again.

On the notification point – the challenge here is that we lack the imagination and creativity on how to do a notification of a by-right use. If it's a by-right use then there is no notification. We're stuck. I don't support any notification because I don't know how to write it and I don't know anybody that does.

Campbell: (Continues with presentation).

- No change in terms of referencing housing locational policies (HLP) in the Zoning Ordinance.
    - Concern from Committee: HLP should be referenced and compliance required even when public funds aren't used.
    - Staff recommendation: No Change. Proposed changes include a separation of ½ mile distance between SRO developments which would limit clustering of these uses. In most instances, public funding will be requested for these type projects and compliance with the HLP would be required.

Next steps: Committee will review again at the next meeting with a focus on the notification issue. We will look for your direction to create a formal final text and file the amendment.

We will meet with Mr. Barnes prior to the next Committee meeting to get him up to speed.

Kinsey: Adjourned the meeting at 12:59.

City Council
Housing and Neighborhood Development Committee

Wednesday, February 2, 2011
12:00 p.m.
Charlotte-Mecklenburg Government Center
Room – 280

Committee Members: Patsy Kinsey, Chair
James Mitchell, Vice-Chair
Michael Barnes
Patrick D. Cannon
Warren Cooksey

Staff Resource: Julie Burch, Assistant City Manager

AGENDA

I. Housing Locational Policy

II. Single Room Occupancy Text Amendment Follow-Up

Attachments:
- Draft Housing Locational Policy *(Attachment #1)*
- Housing Locational Policy Comparison Chart *(Attachment #2)*
- Annual Reports (No Action Required)
  - Charlotte Housing Authority *(Attachment #3)*
  - Historic District Commission Annual Report *(Attachment #4)*
  - Housing Appeals Board Annual Report *(Attachment #5)*

Future Agenda Topics:
- Housing Locational Policy (February)
- FY2012 Focus Area Plan Discussion (March – if needed)
- Assisted Multi-Family Housing at Transit Stations Policy (March)
- Inclusionary Zoning/Density Bonus (March)
- Council Referral: Impacts of Tree Ordinance on Affordable Housing (TBD)

Distribution:
Mayor/Council
Curt Walton, *City Manager*
City Leadership Team
Corporate Communications
Debra Campbell – *Planning Department*
Anna Schleunes- *City Attorney's Office*
Mujeeb Shah-Khan- *City Attorney's Office*
Saskia Thompson- *Manager's Office*
Charlotte-Mecklenburg Coalition for Housing
Neighborhood Leaders

Budget Office
Ruffin Hall
Phyllis Heath
Lisa Schumacher
Ann White
Charlotte Housing Authority
Charles Woodyard
Charlotte-Mecklenburg Housing Partnership
Pat Garrett
Charlotte-Mecklenburg Police Department
Chief Rodney Monroe
Deputy Chief Ken Miller

Community Relations
Willie Ratchford
Ledger Morrissette
Neighborhood & Business Services
Patrick Mumford
Walter Abernethy
Steve Allen
Jamie Banks
Brad Richardson
Pamela Wideman
Tom Warshauer
Richard Woodcock

Housing Locational Policy Update
Housing and Neighborhood Development Committee Meeting
February 2, 2011

Committee Action:
Receive an update and approve the revised Housing Locational Policy.

Background:
- The current Policy was approved by City Council on November 26, 2001, and was amended on September 24, 2003.

Explanation:
- The Policy provides a guide for the development of new, rehabilitated or converted City, Federal or State subsidized multi-family housing developments designed to serve, in whole or part, households earning 60% or less than the area median income.

  The objectives of the Policy are to:
  - Avoid undue concentration of subsidized multi-family housing;
  - Geographically disperse new multi-family housing developments;
  - Support the City's neighborhood revitalization efforts;
  - Promote diversity and vitality of neighborhoods; and
  - Support school, transit corridor and other public development initiatives.

- The Policy establishes permissible and non-permissible Neighborhood Statistical Areas for the development of new subsidized multi-family rental housing.

- On June 24, 2010, City Council approved a draft revised Policy and requested that Neighborhood & Business Services staff host a series of public forums during the months of July and August to gain citizen input on the revised Policy.

- During the months of July and August, five public forums were hosted throughout the City. Forums were held in the North, South, East, West and Central regions. A total of 158 citizens attended the forums.

- During the months of August, September and October the Housing & Neighborhood Development Committee met with Neighborhood & Business Services Staff to develop the attached revised Housing Locational Policy.

- On October 18, 2010, the Housing and Neighborhood Development Committee voted 3-1 (Kinsey, Cannon, Mitchell for, Cooksey opposed) on the proposed revised Housing Locational Policy.

- On November 8, 2010, Neighborhood & Business Services staff provided a dinner briefing to City Council on the revised policy.

- On November 22, 2010, a public hearing was held and 16 people spoke on the Locational Policy topic. There were three reoccurring themes mentioned during the public hearing. These included concerns about the percentage cap per Neighborhood Statistical Area, the ½ mile radius restriction and the methodology around rehabilitations and conversions. Due to these comments, City Council voted to refer the revised policy back to the Housing & Neighborhood Development Committee for additional review.

- On December 8, 2010, the Housing & Neighborhood Development asked staff to reconvene the speakers from the November 22, 2010, Public Hearing to discuss and develop solutions to address the reoccurring themes.

Attachment #1

DRAFT
Housing Locational Policy
Approved by City Council on _____

Housing Locational Policy:

I. Policy

The Housing Locational Policy provides a guide for the location of the development of new, rehabilitated, or converted subsidized multi-family housing developments designed to serve, , households earning 60% or less than the area median income.

The objectives of the policy are to:

- Geographically disperse subsidized multi-family housing developments.
- Support the City's neighborhood revitalization efforts.
- Support school development, transit corridor development and other public development initiatives.
- Promote diversity and vitality of neighborhoods; and.
- Avoid undue concentration of subsidized* multi-family housing developments.

**Subsidized housing includes CHA Section 8, NC Low-Income Tax Credits, Housing Trust Fund and Hope VI Developments*

The policy establishes *permissible* and non-permissible Neighborhood Statistical Areas for the development of new, converted and rehabilitated multi-family rental housing.

II. Policy Description

A. General Applicability

This policy applies new, converted and rehabilitated assisted multi-family rental housing greater than 24 units.

B. Policy Exemptions

The following types of housing are exempt from the requirements of this policy:

- Subsidized housing designed to serve the elderly and disabled population.

C. Permissible Areas

New Subsidized Multi-Family Housing Developments

- Should be located in Stable NSA's.
    - The NSA should have no more than 15% of subsidized housing units.
    - The NSA should have no more than 5% of subsidized housing serving 0% to 30% of AMI.

- Within ½ mile (property line to property line) of an existing, non-exempt subsidized multi-family housing development of more than 24 units in an adjacent stable NSA.
- In non-residential areas as defined by the most recent QOL Study.

<u>Rehabilitations</u>

- In any NSA as long as there is not an addition to the current unit count.

<u>Conversions</u>

- Any amount of multi-family units in Stable NSA's
- Up to 50% of the units in a multi-family housing development in Transitioning and Challenged NSA's

D. Non-Permissible Areas

- Challenged or Transitioning NSAs
- Stable NSAs if:
    - The NSA has more than15% of subsidized housing units.
    - The NSA has more than 5% of the subsidized housing serving 0% to 30% of AMI.

- Within a 1/2 mile (property line to property line) of any existing new exempt multi-family housing development of more than 24 units in a transitioning NSA.

E. Waiver Request:

City Council has the authority to grant waivers on a case-by-case basis.

Waiver Process:

- Requested by the developer
- Staff prepares information for City Council's review
- Adjoining property owners, neighborhood organizations, and Council members are notified four weeks prior to City Council's review.

F. Definitions

1. **Assisted Multi-Family Housing** – Any existing or proposed multi-family rental housing development consisting of five or more residential units receiving assistance from local, state or federal government, and the housing units are restricted to serve households earning 60% or less than the area median income.*

*The area median income is established by the U. S. Department of Housing and Urban Development and is adjusted for household size.

2. **Multi-Family Housing –** Housing developments of five or more residential units, including detached, semi-detached and attached housing units, under unified ownership.

3. **Disabled –** individual who has a physical or mental disability that substantially limits one or more major life activities has a record of such impairment; or is regarded as having such impairment.

4. **Rehabilitations –** Existing subsidized multi-family housing developments receiving physical improvements.

5. **Conversions –** Existing privately owned multi-family housing developments that are converted, in whole or in part, to subsidized units serving families earning 60% or below the Area Median Income.

IV. Effective Date

Effective Date:_____ Amended Date:_____

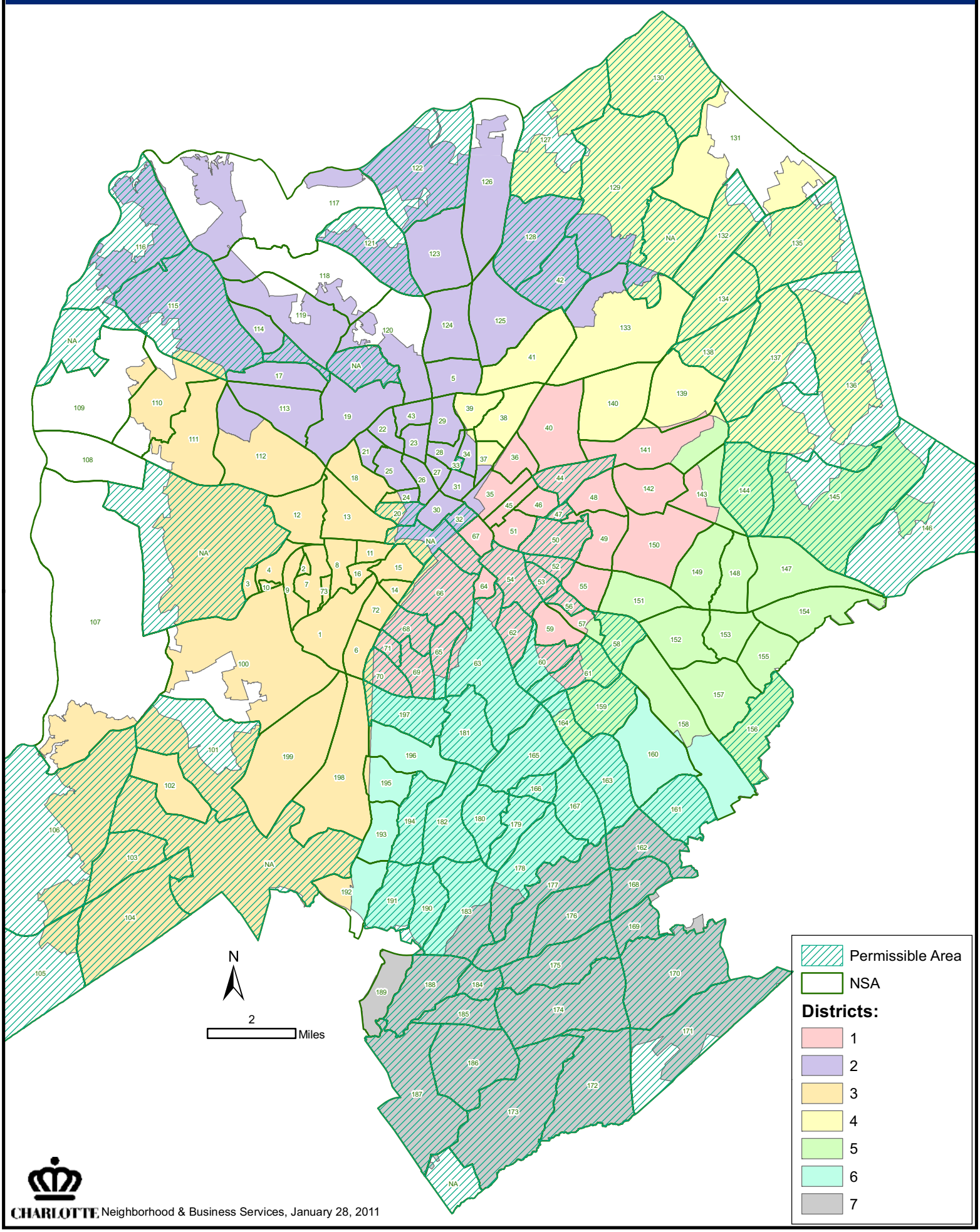
Housing Locational Policy Comparison Chart	
Existing Policy	**Proposed Policy**
I. Policy	**I. Policy**
The Housing Locational Policy provides a guide for the financing and/or development of new multi-family rental housing projects designed to serve, in whole or part, households that earn 60% or less than the area median income.	The Housing Locational Policy provides a guide for the location of the development of new, rehabilitated, or converted subsided multi-family housing developments designed to serve households earning 60% or less than the area median income.
Policy Objectives: • Avoid undue concentration of multi-family assisted housing; • Disperse geographically new multi-family housing developments; • Support the City's neighborhood revitalization efforts; • Promote diversity and vitality of neighborhoods; and • Support school development, transit corridor development and other public development initiatives.	Policy Objectives: • Geographically disperse subsidized multi-family housing developments. • Support the City's neighborhood revitalization efforts. • Support school development, transit corridor development and other public development. • Promote diversity and vitality of neighborhoods. • Avoid undue concentration of subsidized* multi-family housing developments. **Subsidized includes CHA Section 8, NC Low-Income Tax Credits, Housing Trust Fund and Hope IV Developments*
The policy establishes prohibited, permissible and priority areas for the development of new multi-family rental housing. These areas are delineated based on Neighborhood Statistical Areas in the City of Charlotte.	The policy establishes permissible and non-permissible Neighborhood Statically Areas for the development of new, converted and rehabilitated multi-family rental housing.
II. Policy Description	**II. Policy Description**
A. General Applicability	A. General Applicability
This policy applies to the construction of new assisted multi-family rental housing greater than 24 units, but no more than 100 units per site. However, new multi-family housing transit station areas are developed pursuant to the requirements of the Joint Development Policy for Transit Station Areas and Section F, Transit Station Areas.	This policy applies to new converted and rehabilitated assisted multi-family rental housing greater than 24 units.
B. Exemptions	B. Exemptions
The following types of housing are exempt from the requirements of this policy:	The following types of housing are exempt from the requirements of this policy: • Subsidized housing designed to serve the elderly and

• Assisted housing undergoing rehabilitation; • Assisted housing designed to serve the elderly, disabled or special populations; • Assisted housing developed for homeownership; and • Conversions of market rate housing to assisted housing where no more than 50% of the housing units are receiving City funding assistance. In order for the City to financially participate in an assisted housing development, a minimum of 20% of the housing units must be set-aside for income-qualifying households. The City Council may exempt any assisted housing development from the requirements of this policy on a case-by-case basis.	disabled;
C. Permissible Areas	C. Permissible Areas
The Neighborhood Statistical Area has one or more assisted multi-family housing developments, but the total number of assisted multi-family units does not exceed 10% of the total number housing units in the area. The area is eligible to receive additional multi-family assisted housing units up to the maximum limit.	<u>New Subsidized Multi-Family Housing Developments</u> • Should be located in Stable NSA's. • The NSA should have no more than 15% of subsidized housing units. • The NSA should have no more than 5% of subsidized housing serving 0% to 30% Of AMI. • Within ½ mile (property line to property line) of an existing, non-exempt subsidized multi-family housing development of more than 24 units in an adjacent stable NSA. • In non-residential areas as defined by the most recent QOL Study. <u>Rehabilitations</u> • In any NSA as long as there is not an addition to the current unit count. <u>Conversions</u> • Any amount of multi-family units in Stable NSA's • Up to 50% of the units in a multi-family housing development in Transitioning and Challenged NSA's.

D. Non-Permissible Areas	D. Non-Permissible Areas
Assisted multi-family housing is prohibited in a Neighborhood Statistical Area (NSA), if one of the criteria below applies: The proposed housing development is located within a 1/2 mile (property line to property line) of any existing local, state or federal assisted multi-family housing development greater than 24 units *(excluding exempted assisted housing developments)*; The NSA median income is less than 60% of the area median income (AMI) *(Based on the area median income established by the U.S. Department of Housing and Urban Development)*; The percentage of homeownership is less than 50% (*Based on the most recent Quality of Life Index)*; The total number of city, state or federal assisted multi-family housing units exceeds 10% of all the housing units in the Neighborhood Statistical Area (*Based on the most recent assisted multi-family housing unit count)*; or The Neighborhood Statistical Area meets any two of the three following criteria: <u>Criteria</u> — <u>Range</u> NSA Median Income — Between 60% - 65% of AMI NSA Homeownership — Between 50% - 55% of AMI Assisted Housing Units — Between 5% - 10%	<u>New Subsidized Multi-Family Housing Developments</u> • Should not be located in Challenged or Transitioning NSA's • Should not be located in Stable NSAs if: -The NSA has more than15% of subsidized housing units. -The NSA has more than 5% of the subsidized housing serving 0% to 30% of AMI. • Should not be located within a 1/2 mile (property line to property line) of any existing new exempt multi-family housing development of more than 24 units in a transitioning NSA.
E. Waivers	E. Waivers
	City Council can consider granting waivers on a case-by-case development. Waiver Process: • Requested by the developer

	• Staff prepares information for Council review • Adjoining property owners, neighborhood organizations, and Council members are notified four weeks prior to City Council review.
F . Definitions	F. Definitions
1. Assisted Multi-Family Housing – Any existing or proposed multi-family rental housing development consisting of five or more residential units receiving assistance from local, state or federal government, and the housing units are restricted to serve households earning 60% or less than the area median income.* [Note: the definition includes Safe Harbor Housing, but excludes utilizing housing using Section 8 and Relocation vouchers.] * The area median income is established by the U. S. Department of Housing and Urban Development and is adjusted for household size. **2. Multi-Family Housing –** Housing developments of five or more residential units, including detached, semi-detached and attached housing units, under unified ownership.	**1. Assisted Multi-Family Housing** – Any existing or proposed multi-family rental housing development consisting of five or more residential units receiving assistance from local, state or federal government, and the housing units are restricted to serve households earning 60% or less than the area median income.* *The area median income is established by the U. S. Department of Housing and Urban Development and is adjusted for household size. **2. Multi-Family Housing –** Housing developments of five or more residential units, including detached, semi-detached and attached housing units, under unified ownership. **3. Disabled –** individual who has a physical or mental disability that substantially limits one or more major life activities, has a record of such impairment; or is regarded as having such impairment. **4. Rehabilitations –** Existing subsidized multi-family housing developments receiving physical improvements. **5. Conversions** – Existing privately owned multi-family housing developments that are converted, in whole or in part, to subsidized units serving families earning 60% or below the Area Median Income.

Proposed Permissible Areas for 2011 Multifamily Housing Locational Policy



CHARLOTTE Neighborhood & Business Services, January 28, 2011

Single Room Occupancy Residences (SRO) Standards Review
Housing and Neighborhood Development Committee Meeting
February 2, 2011

Committee Action:
Review and provide comments on the proposed revisions to the Single Room Occupancy (SRO) standards of the City of Charlotte Zoning Ordinance. Following this discussion, if the Committee has no objection, staff will file the text amendment for City Council action.

Policy:
City Council has requested a review of the (SRO) standards.

Explanation:
- A Citizen Advisory Group was formed to review the existing SRO standards.
- Staff has provided a number of updates to the H&ND Committee.
- On November 3, 2010, staff presented draft SRO recommendations to the H&ND Committee, and received comments.
- On January 6, 2011, staff met with the SRO Citizen Advisory Group and reviewed the H&ND Committee's comments.
- The purpose of this presentation is to provide revised information on proposed SRO changes.

CHARLOTTE.

MEMORANDUM
FROM THE
OFFICE OF THE CITY CLERK

DATE: January 13, 2011
TO: City Council
FROM: Stephanie C. Kelly, CMC, City Clerk
SUBJECT: **Attached Annual Reports: Historic District Commission and Charlotte Housing Authority**

The attached reports of the Historic District Commission and Charlotte Housing Authority are being sent to you pursuant to the Resolution related to Boards and Commissions adopted by City Council at the November 23, 2009 meeting. This resolution requires annual reports from City Council Boards and Commissions to be distributed by the City Clerk to both City Council and to the appropriate Committee for review. This report is also being sent to the Council committee aligned with this board, Housing and Neighborhood Development.

Section 6. **REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS**

The City Council finds it appropriate to periodically review each standing board, committee, and commission to which they make appointments for the purpose of assessing whether said board, committee, or commission should be renewed, dismantled, expanded or its charge redefined. To this end, each board, committee, and commission that is part of the City, or that was established by the City Council, whether acting alone or in conjunction with one or more other local governments, is required to submit annual written reports that must contain in depth reviews of the body's activities, including goals, objectives, successes, problems, and/or the need for City Council assistance. These reports shall be submitted to the City Clerk and will be staggered through the year according to a schedule established by the City Clerk. The City Clerk shall then provide the Mayor and City Council with copies of the reports and refer the reports to the appropriate Council Committee for the Committee's information.

Boards, committees, and commissions that are not part of the City shall submit reports in accordance with the reporting requirements set forth in their contract, if any, with the City.

In addition to required written reports, the City Council may request on a case-by-case basis that an oral report be made to the Council.

HISTORIC DISTRICT COMMISSION

Annual Report - July 2009 through June 2010

Historic Districts. The City Council established the Charlotte Historic District Commission (HDC) in 1976. The goal of the HDC is to review proposals for changes to the existing historic fabric and new infill construction in the designated Historic District neighborhoods for compliance with the HDC's ***Policy & Design Guidelines.*** The Commission reviews and approves development proposals in the City's six locally designated Historic Districts – Fourth Ward, Dilworth, Plaza Midwood, Wesley Heights, Hermitage Court, and Wilmore

HDC Membership. The twelve-member Historic District Commission is comprised of a resident/owner seat for each of the six local Historic Districts, one seat for a business owner in Dilworth, one seat filled by the Mayor at the recommendation of the Planning Commission, and four at large seats. It is a requirement that a majority of the Commission have education, knowledge, or proven expertise in one of several specific disciplines such as history, architecture, or construction. Nine members are appointed by the City Council and three are appointed by the Mayor. A list of current members of the Historic District Commission is attached.

Historic District Meetings. The Commission meets the second Wednesday of every month in the Government Center at 3:00 pm. Attendance is required as set forth by Council. The agenda is made up of complete applications for certificates of appropriateness that have been filed by the posted deadline.

Historic District Reviews. More than 200 applications were received in FY 2010 and approximately ½ of these were reviewed by the full Commission and ½ were approved at the staff level. The full Commission conducts quasi-judicial reviews

with decisions based on ***Policy & Design Guidelines*** created from ***The Secretary of the Interior's Standards for Rehabilitation.*** The scope of reviewed proposals ranged from a fence for a single family home to a 55-story residential tower in the Fourth Ward.

FY 2010 Highlights.

- City Council approved the designation of the Wilmore Local Historic District, Charlotte's sixth designated district, at the request of the Wilmore Neighborhood Association and with the recommendation of the HDC.
- HDC membership increased to twelve with the addition of a Wilmore Representative Seat.
- The HDC adopted revised policy statements on Building Materials and Enforcement. The Enforcement Policy revision was designed to better align with the procedures of the Code Enforcement staff of Neighborhood & Business Services.
- The entire HDC ***Policy & Design Guidelines*** was updated for clarity, and to be more user-friendly for Historic District property owners.
- A half-day policy retreat for the HDC was held in May in Old City Hall to review and discuss the ***Policy & Design Guidelines***.

The Charlotte Historic District Commission September 1, 2010

Commission Member	Seat Held	Appointed By	Dates of 1st Term	Dates of 2nd Term
Mr. Roger Dahnert	Dilworth Resident	City Council	07/10 through 06/13	
Mr. Don Duffy	At Large	City Council	07/10 through 06/13	
Mr. Tom Egan	Plaza-Midwood Resident	City Council	07/10 through 06/13	
Ms. Mary Ellen George (Chair)	At Large	Mayor	07/10 through 06/13(1)	
Ms. Debra Glennon (Second Vice Chair)	At Large	Mayor	05/09 through 06/12	
Mr. Greg Grueneich	Wesley Heights	City Council	07/10 through 06/13(1)	
Ms. Barbara Highfill	Hermitage Court Resident	City Council	07/06 through 06/09	07/09 through 06/12
Ms. Meg Nealon	CMPC(2)	Mayor	09/10 through 06/11	
Ms. Paula Owens	Fourth Ward Resident	City Council	07/10 through 06/13(1)	
Mr. Dominick Ristaino (Vice Chair)	Dilworth Business	City Council	06/09 through 06/11(3)	
Ms. Karen Rush	At Large	City Council	07/06 through 06/09	07/09 through 06/12
Mr. Curtis Watkins	Wilmore Resident	Mayor	09/10 through 06/13	

NOTES: (1) served in immediate prior unfulfilled term (2) yearly appointment (3) unfulfilled term

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