

CHARLOTTE MECKLENBURG

**December 11, 2023
Work Session**

PLANNING COMMISSION

A City-County Agency providing public planning services to the City of Charlotte and the unincorporated areas of Mecklenburg County

CHARLOTTE-MECKLENBURG PLANNING COMMISSION

Work Session Agenda

December 11, 2023

CMGC Room 267

1. **Call to Order & Introductions** (12:00 – 12:05pm)
 - Meeting protocols

2. **Minutes and Reports** (12:05 – 12:10pm)
 - Approve November 13, 2023 Work Session Minutes – *Attachment 1*
 - Discussion on Information in Review Packet
 - Executive Committee Minutes (October 16) – *Attachment 2*
 - Zoning Committee Agenda Results (December 5) – *Attachment 3*
 - Planning Committee Minutes (October 17) – *Attachment 4*
 - Charlotte Regional Transportation Planning Organization (November 15) – *Attachment 5*
 - Historic District Commission Meeting Results (Dec 13) – *Attachment 6*
 - Upcoming Meeting Dates – *Attachment 7*
 - 2023 Planning Commission Annual Report – *Attachment 8*
 - Revised Attendance Policy for Boards and Commission – *Attachment 9*

3. **New Business** (12:10 – 2:00pm)
 - Tree Canopy Update, *Tim Porter, Community Tree Canopy Preservation Division Manager* (30 minutes)
 - Planning Commission Roles and Responsibilities, *Terrie Hagler-Gray, Assistant City Attorney* (30 minutes)
 - 2023 Planning Commission Annual Report, *Chairperson Welton* (5 minutes)
 - Community Area Planning Update, *Kathy Cornett* (15 minutes)
 - Comments from the Chair, *Chairperson Welton* (10 minutes)
 - Commission Community Engagement Activities reports
 - Commissioner Research/Homework, *Chairperson Welton* (10 minutes)
 - Katz Book: The New Localism
 - If you can't read, check out this video:
<https://youtu.be/8ou-bkgjVN4?si=mU68kLTYiJa09ZzX>

	Future Agenda Topics	Meeting Date
Planning Commission	• NEST Commission	January 8
	• ULI Urban Plan	SPECIAL MEETING: January 10
Planning Committee	• December Mandatory Referrals • CAP Update	December 19

Charlotte-Mecklenburg Planning Commission

Work Session Summary Minutes

November 13, 2023

CMGC Room 267

Attachment 1

Attendance

Commissioners Present: Douglas Welton (Chairperson), Andrew Blumenthal (Vice Chairperson), Clayton Sealey, Shana Neeley, Ronnie Harvey, Will Russell, Rick Winiker, Terry Lansdell, Courtney Rhodes, Theresa McDonald, Rebekah Whilden, and Erin Shaw

Note: Commissioner Rhodes arrived 12:15pm

Commissioners Absent: Melissa Gaston and Robin Stuart

Planning Staff Present: Alyson Craig (*Planning Director*), Candice Rorie, Elle Knight, and Yolanda Jones

Call to Order & Introductions

Chairperson Welton called the meeting to order at 12:12 pm and welcomed those present and held introductions.

Minutes and Reports

Approval November Work Session Minutes

A motion was made by Commissioner Whilden and seconded by Commissioner Harvey to approve the October 9, 2023 minutes. The vote was unanimous to approve the minutes.

New Business

Addition to agenda

Chairperson Welton introduced Alyson Craig, Director of Planning regarding an announcement. Alyson stated the Planning Department received the 2023 Daniel Burnham Award for Comprehensive Plan. This was granted from the National American Planning Association. The Planning Department was recognized for developing and adopting and Implementation the Comprehensive Plan.

In addition, Alyson provided an update the Federal \$10M City Pro Housing Grant was successfully submitted within the deadline. Notifications of the results shall be received by late January 2024.

Update on Park and Recreation Meck Playbook

Bert Lynn and Katie Lloyd presented on the Park and Recreation Meck 5 Year Playbook. Meck Playbook builds upon and go beyond prior planning efforts to establish achievable ways for the County to respond to future recreation trends, adapt to the needs of an evolving community, align maintenance investment with capital spending, and embody its mission — all while protecting what is important about the County's unique spirit of the place. Meck Playbook was an 18-month comprehensive planning and outreach project to help create the parks and recreation system of tomorrow. Meck Playbook is plan for future parks and programs and develop a vision and strategies to meet the recreation needs of County residents and create vibrant places for people who visit and work in the County.

FY 2024 Planning Commission Work Program Adoption, Chairperson Welton

A motion was made by Commissioner Whilden and seconded by Commissioner Sealey to approve the FY 2024 Planning Commission Work Program Adoption. The vote was unanimous.

Comments from Chairperson Welton

- Commission Community Engagement Activities reports - each Commissioner provided an update on community engagement activities in which they participated in.

Commissioner Research/Homework, Chairperson Welton

- “Happy City” by Charles Montgomery

Adjournment

The meeting adjourned at 2:06pm

Charlotte-Mecklenburg Planning Commission

Executive Committee Minutes APPROVED

October 16, 2023, 4:00pm

Room 266

Attachment 2

Attendance

Executive Committee Members present: Chair Douglas Welton, Vice Chair Andrew Blumenthal, Commissioner Wil Russell

Executive Committee Members absent: Commissioner Courtney Rhodes

Planning Commissioners present: Commissioner Terry Lansdell.

Planning Staff present: Candice Rorie and Elle Knight

Call to Order

Chair Welton called the Executive Committee meeting to order at 4:05pm

Approval of Meeting Minutes

A motion was made by Chair Blumenthal and seconded by Commissioner Russell to approve July 17, 2023 Executive Committee Minutes. The vote was unanimous to approve the minutes.

A motion was made by Commissioner Russell and seconded by Vice Chair Blumenthal to approve September 8, 2023 Executive Committee Minutes. The vote was unanimous to approve the minutes.

New Business

Chair Welton indicated who will be the guest for November's Planning Commission Work Session meeting. Bert Lynn from Parks and Rec will be giving the commission an update on their 5-year vision plan.

Vice Chair Blumenthal communicated the topics for the October Planning Committee. The topics include:

- Mandatory referrals
- Overview of Catawba Lands Conservancy
- Overview from Trees Charlotte
- Community Area Plan update

Vice Chair Blumenthal also mentioned a few topics for the upcoming year. Chair Welton is organizing a ULI Urban Plan event on January 10th at 3-7p. The theme for this event is "What does UDO mean to you?". The plan is to invite Commission members, elective officials, and planning committees but the capacity is limited to 30 participants.

Approval of Calendars

A motion was made by Vice Chair Blumenthal and seconded by Commissioner Russell to approve the Charlotte-Mecklenburg Planning Commission 2024 Work Session Calendar with the revision of April 8, 2023, date to be changed to April 9, 2023. The vote was unanimous to approve the calendar.

A motion was made by Chair Welton and seconded by Vice Chair Blumenthal to approve revising the November 21st Planning Committee meeting date to November 14, 2023. The vote was unanimous to approve the calendar.

Adjournment

The meeting was adjourned at 4:00pm.

City of Charlotte

*Charlotte-Mecklenburg Government Center
600 East 4th Street
Charlotte, NC 28202*



Zoning Agenda

Tuesday, December 5, 2023

Charlotte-Mecklenburg Government Center

Zoning Committee Work Session

Douglas A. Welton, Chairperson

Terry Lansdell

Shana Neeley

Wil Russell

Clayton Sealey

Rebekah Whilden

Rick Winiker

Zoning Committee Work Session

Zoning Item

1. Rezoning Petition: 2021-209 by Coastal Acquisition Entity, LLC

Update: Petitioner is requesting deferral to January 2, 2024

Location: Approximately 8.15 acres located on the south side of Park Drive, west of Remount Road and north of Watson Drive. (Council District 3 - Watlington)

Current Zoning: N1-A (neighborhood 1-A zoning district)

Proposed Zoning: NS (neighborhood services)

2. Rezoning Petition: 2022-071 by MTB Holdings, LLC

Update: Petitioner is requesting deferral to January 2, 2024

Location: Approximately 2.11 acres located at the northeast intersection of East Exmore Street and Nations Crossings Road, west of Old Pineville Road. (Council District 3 - Watlington)

Current Zoning: ML-2 (manufacturing and logistics - 2)

Proposed Zoning: TOD-CC (transit-oriented development - community center)

3. Rezoning Petition: 2019-109 by Miriam E. Franco

Location: Approximately 8.15 acres located on the south side of Park Drive, west of Remount Road and north of Watson Drive. (Council District 3 - Watlington)

Current Zoning: N2-B (neighborhood 2-B zoning district)

Proposed Zoning: I-2 (CD) (general industrial, conditional)

Public Hearing Held: November 20, 2023 - Item #24

Staff Resource: [Claire Lyte-Graham](#)

Staff Recommendation:

Staff recommends approval of this petition.

[2019_109_PostHSA_DONE](#)

[2019_109_DevelopmentStandards_REV](#)

[2019_109_Consistency_DONE](#)

4. Rezoning Petition: 2021-277 by Buildom LLC

Location: Approximately 0.40 acres located on the east side of Providence Road, north side of Phil Aull Place, south of South Colonial Avenue. (Council District 6 - Bokhari)

Current Zoning: OFC (office flex campus)

Proposed Zoning: NC (CD) (neighborhood center, conditional)

Public Hearing Held: November 20, 2023 - Item #25

Staff Resource: [John Kinley](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2021_277_PostHSA](#)

[2021_277_siteplanRev_23_11_29](#)

[2021_277_CS](#)

5. Rezoning Petition: 2022-099 by Levine Properties

Location: Approximately 0.94 acres located at the southeast intersection of Commonwealth Avenue and The Plaza, north of East Independence Boulevard. (Council District 1 - Anderson)

Current Zoning: NC (neighborhood center)

Proposed Zoning: MUDD-O (mixed use development district, optional)

Public Hearing Held: April 17, 2023 - Item #36

Staff Resource: [Holly Cramer](#)

Staff Recommendation:

Staff recommends approval of this petition upon resolution of an outstanding issue related to the environment.

[2022_099_PostHSA_DONE](#)

[2022_099_RevSitePlan_2023_11_27](#)

[2022_099_consistency](#)

6. Rezoning Petition: 2023-001 by Kairoi Residential

Location: Approximately 6.075 acres located on the north side of State Street, east of Ambassador Street, and west of Turner Avenue. (Council District 2 - Graham)

Current Zoning: I-2 (general industrial)

Proposed Zoning: MUDD(CD) (mixed-use development district, conditional)

Public Hearing Held: November 20, 2023 - Item #26

Staff Resource: [Joe Mangum](#)

Staff Recommendation:

Staff recommends approval of this petition.

[2023_001_PostHSA_DONE](#)

[2023_001_SitePlanRev_2023_11_22](#)

[2023_001_Consistency](#)

7. Rezoning Petition: 2023-032 by The Keith Corporation

Location: Approximately 2.43 acres bound by the south side of Lamar Avenue, west side of Park Drive, north side of Clement Avenue, and east side of East 5th Street. (Council District 1 - Anderson)

Current Zoning: MUDD-O (mixed-use development, optional)

Proposed Zoning: MUDD-O SPA (mixed use development-optional, site plan amendment)

Public Hearing Held: November 20, 2023 - Item #27

Staff Resource: [Claire Lyte-Graham](#)

Staff Recommendation:

Staff recommends approval of this petition.

[2023_032_PostHSA_DONE](#)

[2023_032_RevSitePlan_2023_11_22](#)

[2023_032_Consistency](#)

8. Rezoning Petition: 2023-036 by Leon & Jennifer Chisolm

Location: Approximately 9.23 acres located on the east side of Mallard Creek Road, north of Galloway Road, and west of Tavernay Parkway. (Council District 4 - Johnson)

Current Zoning: N1-A (neighborhood 1-A)

Proposed Zoning: UR-2(CD) (urban residential, conditional)

Public Hearing Held: November 20, 2023 - Item #28

Staff Resource: [Michael Russell](#)

Staff Recommendation:

Staff recommends approval of this petition.

[2023_036_PostHSA](#)

[2023_036_RevSitePlan_2023_11_22](#)

[2023_036_Consistency](#)

9. Rezoning Petition: 2023-064 by Southend Walk, LLC

Location: Approximately 9.072 acres located on the west side of South Tryon Street and south side of Orchard Circle, east of Interstate 77. (Council District 3 - Watlington)

Current Zoning: N1-D (neighborhood 1-D), CG (general commercial), and I-1(CD) (light industrial, conditional)

Proposed Zoning: TOD-NC (transit-oriented development-neighborhood center)

Public Hearing Held: November 20, 2023 - Item #29

Staff Resource: [Claire Lyte-Graham](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_064_PostHSA](#)

[2023_064_Consistency](#)

10. Rezoning Petition: 2023-077 by BPR Properties, LLC

Location: Approximately 2.782 acres located along the east side of Sanctuary Place, the north side of Twitter Lane, and the south side of University City Boulevard. (Council District 4 - Johnson)

Current Zoning: TOD-TR (transit-oriented development - transition)

Proposed Zoning: CAC-1 (community activity center-1)

Public Hearing Held: November 20, 2023 - Item #30

Staff Resource: [Emma Knauerhase](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_077_PostHSA](#)

[2023_077_CS](#)

11. Rezoning Petition: 2023-078 by Citisculpt, LLC

Location: Approximately 1.26 acres located along the southeast side of Kenilworth Avenue, the southwest side Greenwood Cliff and the northeast side of Harding Place. (Council District 1 - Anderson)

Current Zoning: NC (neighborhood center)

Proposed Zoning: CAC-2 (community activity center - 2)

Public Hearing Held: November 20, 2023 - Item #31

Staff Resource: [Holly Cramer](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_078_PostHSA](#)

[2023_078_consistency](#)

12. Rezoning Petition: 2023-081 by M Industrial Property - Charlotte II, LLC

Location: Approximately 8.869 acres located along the east side of Yorkmont Road, south of Byrum Drive, and north of Oak Lake Boulevard. (Council District 3 - Watlington)

Current Zoning: ML-1 ANDO (manufacturing and logistics 1, airport noise disclosure overlay)

Proposed Zoning: ML-2 ANDO (manufacturing and logistics 2, airport noise disclosure overlay)

Public Hearing Held: November 20, 2023 - Item #32

Staff Resource: [Emma Knauerhase](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_081_PostHSA](#)

[2023_081_CS](#)

13. Rezoning Petition: 2023-082 by Metrolina Storage, LLC

Location: Approximately 8.6 acres located along the east side of Statesville Road, northwest of Old Statesville Road. (Council District 2 - Graham)

Current Zoning: I-2(CD) (general industrial, conditional)
Proposed Zoning: ML-1 (manufacturing and logistics - 1)

Public Hearing Held: November 20, 2023 - Item #33

Staff Resource: [Maxx Oliver](#)

Staff Recommendation:
Staff recommends APPROVAL of this petition.

[2023_082_PostHSA](#)

[2023_082_Consistency](#)

14. Rezoning Petition: 2023-085 by Rhyno Partners Coffee, LLC

Location: Approximately 0.241 acres located along the west side of The Plaza, north of Commonwealth Avenue, and south of Central Avenue. (Council District 1 - Anderson)

Current Zoning: B-2(CD) PED-O (general business, conditional, pedestrian - overlay)
Proposed Zoning: NC (neighborhood center)

Public Hearing Held: November 20, 2023 - Item #34

Staff Resource: [Emma Knauerhase](#)

Staff Recommendation:
Staff recommends APPROVAL of this petition.

[2023_085_PostHSA](#)

[2023_085_CS](#)

15. Rezoning Petition: 2023-090 by West Boulevard Neighborhood Coalition

Location: Approximately 3.544 acres located along the south side of West Boulevard, the west side of Clanton Road, and the east side of Romare Bearden Drive. (Council District 3 - Watlington)

Current Zoning: O-2(CD) (office, conditional)
Proposed Zoning: NC (neighborhood center)

Public Hearing Held: November 20, 2023 - Item #35

Staff Resource: [Maxx Oliver](#)

Staff Recommendation:
Staff recommends APPROVAL of this petition.

[2023_090_PostHSA](#)

[2023_090_Consistency](#)

16. Rezoning Petition: 2023-091 by Mecklenburg County

Location: Approximately 3.23 acres located along the northwest side of North College Street and both the east and west sides of East 7th Street. (Council District 1 - Anderson)

Current Zoning: UMUD-O (uptown mixed use development, optional)

Proposed Zoning: UMUD-O SPA (uptown mixed use development, optional, site plan amendment)

Public Hearing Held: November 20, 2023 - Item #36

Staff Resource: [Holly Cramer](#)

Staff Recommendation:

Staff recommends approval of this petition.

[2023_091_PostHSA](#)

[2023_091_RevSitePlan_2023_11_27](#)

[2023_091_consistency](#)

17. Rezoning Petition: 2023-094 by Josh Jolley, Rosegate Holdings, LLC

Location: Approximately 3.52 acres located along the north side Johnston Oehler Road and south of Barrow Road. (Council District 4 - Johnson)

Current Zoning: N1-A (neighborhood 1-A)

Proposed Zoning: N2-A(CD) (neighborhood 2-A, conditional)

Public Hearing Held: November 20, 2023 - Item #37

Staff Resource: [Michael Russell](#)

Staff Recommendation:

Staff recommends approval of this petition.

[2023_094_PostHSA](#)

[2023_094_RevSitePlan_2023_11_22](#)

[2023_094_Consistency](#)

18. Rezoning Petition: 2023-096 by Conformity Corp

Location: Approximately 1.00 acre located in the northeastern corner of the intersection of Ashley Road and Greenland Avenue. (Council District 3 - Watlington)

Current Zoning: OFC (Office Flex Campus), N1-B (Neighborhood 1-B)

Proposed Zoning: N2-B (Neighborhood 2-B)

Public Hearing Held: November 20, 2023 - Item #38

Staff Resource: [Joe Mangum](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_096_PostHSA](#)

[2023_096_Consistency](#)

19. Rezoning Petition: 2023-097 by Drakeford Communities

Location: Approximately 0.64 acres located along the east side of Ashley Road, south of Alleghany Street. (Council District 2 - Graham)

Current Zoning: R-22MF(CD) (multi-family, conditional)

Proposed Zoning: N2-B (neighborhood 2)

Public Hearing Held: November 20, 2023 - Item #39

Staff Resource: [Maxx Oliver](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_097_PostHSA](#)

[2023_097_Consistency](#)

20. Rezoning Petition: 2023-123 by Charlotte 212, LLC

Location: Approximately 4.26 acres located along the east side of West Sugar Creek Road, south of The Roman Road, and north of Equipment Drive. (Council District 4 - Johnson)

Current Zoning: CG (general commercial)

Proposed Zoning: N2-C (neighborhood 2-C)

Public Hearing Held: November 20, 2023 - Item #40

Staff Resource: [Michael Russell](#)

Staff Recommendation:

Staff recommends APPROVAL of this petition.

[2023_123_PostHSA](#)

[2023_123_Consistency](#)

Attendance

Planning Committee Members Present: Chairperson Andrew Blumenthal, Vice Chairperson Courtney Rhodes; and Commissioners Melissa Gaston, Erin Shaw, Ronnie Harvey, Theresa McDonald, and Robin Stuart

Vice Chairperson Rhodes arrived at the meeting at 5:11 pm after the approval of the September 19, minutes.

Planning Staff Present: Kathy Cornett, Zenia Duhaney, Erin Hinson, Alysia Osborne, Jason Pauling, and Tim Porter

Other Staff: Bethany Fritts, Asset and Facility Management

Presenters: Bart Landess, Executive Director, Catawba Lands Conservancy and Carolina Thread Trail and Jane Myers, Executive Director, Trees Charlotte

Welcome and Introduction

Chairperson Andrew Blumenthal called the meeting to order at 5:06 p.m., welcomed everyone, and introduced each commissioner and staff member.

Virtual Meeting Rules and Guidelines

The meeting was livestreamed on YouTube. A link for the public to view the meeting's livestream is posted on the Planning, Design & Development Department's webpage.

Approval of Minutes

A motion was made by Commissioner Gaston and seconded by Commissioner Shaw to approve the September 19, 2023, minutes. The minutes were unanimously approved. 6-0

Mandatory Referrals

M.R. #23-37 | Mecklenburg County Park and Recreation proposes to accept a land donation of Tax Parcels 199-251-05 and 141-171-27 (+/- 1.15 acres) on Dixie River Road from Dixie Land River, LLC.

M.R. #23-38 | Mecklenburg County Park and Recreation proposes to acquire Tax Parcel 015- 223- 10 (+/- 3.680 acres) in the Town of Huntersville for expansion of the Gar Creek nature preserve.

M.R. #23-39 | The Charlotte-Mecklenburg Board of Education intends to exchange the former school located at 1400 N. Graham St. (PID 07901729) containing 4.18 acres for the current Mecklenburg County Bar Building at 511 Yellowstone Dr. (PID 06904138).

M.R. #23-40 | Charlotte Mecklenburg Library desires to dispose of the 5,002 square foot building situated on 0.292 acres at 2324 LaSalle Street (PID 06917117).

The Chairperson asked if any of the mandatory referrals should be pulled for discussion. Commissioner Shaw asked about the disposition process for 1400 N. Graham Street property (M.R. #23-39). Jason Pauling, Senior Project Manager explained that the Bar Association and the Board of Education (CMS) are in the process of exchanging properties. The only comment received was from the Historic District Landmark Commission for the properties designation as a historic landmark be disclosed. Anything associated with the development regulations will need to be coordinated with the Historic Landmarks Commission. After further discussion,

Chairperson Blumenthal clarified that the building at Yellow Stone Drive was initially marketed for sale. Nevertheless, CMS has acknowledged they want to use the building. Therefore, the Bar Association is moving to Graham Street and the CMS is moving to Yellow Stone Drive. Commissioner Shaw requested as a follow-up clarification from CMS about the use of the property. After additional discussion, the committee voted.

A motion was made by Commissioner Gaston and seconded by Vice-Chairperson Rhodes stating that the Planning Committee reviewed M.R. #23-37, M.R. #23-38, M.R. #23-39, and M.R. #23-40, on October 17, 2023, and has no additional comments for the submitting agencies. The motion was approved. 7-0

CATAWBA LANDS CONSERVANCY OVERVIEW

Bart Landess, Executive Director, provided an overview regarding the Catawba lands Conservancy. The group's primary focus is saving land and connecting lives to nature. He talked about the protected areas in North Carolina providing details on the economic development and exponential growth which has occurred from 1976 through 2030. The goal is to have good quality of life, a great place to live, while conserving land and protecting the natural environment. Mr. Landess also talked about the NC trails and the benefits of having them.

TREES CHARLOTTE – PROJECT OVERVIEW

Jane Myers, Executive Director, provided a summary about Trees Charlotte. She discussed the different approaches for utilizing trees to reach the community. This included how trees matter in building community, the benefits of Charlotte's Urban Forest, Charlotte's Tree Canopy, and some of the related disparities. She also provided a summary on the natural causes of tree loss. Ms. Myers shared the type of events undertaken through partnerships in the community and how the practice of preservation occurs. Outreach and education are also used to inspire residents to advocate for tree plantings and preservation.

Commissioners asked several questions after each presentation. The following action items resulted from the discussion:

Action Items

- Commissioner Shaw asked for a confirmation from CMS regarding the use of the property at 1400 Graham Street.
- The Chairperson asked for the presenters' contact information and for the distribution of presentations to commissioners.
- Ms. Myers will send link to recommended certified arborist listed on Trees Charlotte's website. This is so that commissioners can learn more about mature tree canopies. Vice Chairperson Rhodes had inquired about mature tree canopies and possible property damage that might result from a tree falling.
- Staff asks that Commissioners continue to spread the news about the area plan process and asks that the community submit images of areas or things that they like about their communities.

Community Area Plan Update

Erin Hinson, Planner talked about how the Community Area Planning effort will provide detailed guidance for growth and development for Charlotte's communities. There are five phases to the process and the result will be 14 Community Area Plans. She also updated the committee on engagement efforts. Kathy Cornett reviewed the details of Phase 2, which primarily focused on policy map changes. Phase 3, Projects and Programs, is expected to include 8 Workshops in the spring. After additional discussion Chairperson Blumenthal updated the committee on his attendance at the Northeast Middle and Outer workshop. He acknowledged staff efforts and complimented Kathy Cornett on her ability to manage expectations at workshops. After additional discussion the meeting was adjourned.

Adjournment - 6:58 p.m.



charlotte regional **transportation** planning organization

BOARD MEETING AGENDA PACKET November 15, 2023 6:00 PM

CRTPO Staff Contact:
Neil Burke, AICP PTP
704-336-2205
Neil.Burke@charlottenc.gov

Charlotte-Mecklenburg Government Center
600 East Fourth Street
Room 267, Second Floor
Charlotte, NC 28202

Agenda Items:

- Consent Agenda:
 - 2024-2033 TIP Amendments
 - City of Charlotte Functional Classification Revision Requests
 - December 2023 meeting cancellation and 2024 meeting dates
- 2055 Metropolitan Transportation Plan Socioeconomic Data
- CRTPO Discretionary Funds: 2023 Fall Call Summary
- CRTPO FY 2025 Unified Planning Work Program: Annual Budget
- I-77 North Express Lanes Responses to CRTPO Board Member Questions

CRTPO BOARD MEMBERS

Ron Pappas, Chair
Mayor, Town of Waxhaw

Lisa Qualls, Vice-Chair
Mayor Pro Tem, Town of Mooresville

City of Charlotte
Town of Cornelius
Town of Davidson
Town of Fairview
Town of Huntersville
Town of Indian Trail
Iredell County
Town of Marshville
Town of Marvin

Town of Matthews
Mecklenburg County
Metropolitan Transit Commission
Town of Mineral Springs
Town of Mint Hill
City of Monroe
Town of Mooresville
NCDOT
Town of Pineville

Town of Stallings
City of Statesville
Town of Troutman
Union County
Town of Waxhaw
Town of Weddington
Village of Wesley Chapel
Town of Wingate

Title VI Policy

It is the policy of the Charlotte Regional Transportation Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.

The Charlotte Regional Transportation Planning Organization (CRTPO) is the Metropolitan Planning Organization (MPO) that coordinates transportation planning initiatives for the greater Charlotte urbanized area, including Iredell, Mecklenburg and Union counties. The CRTPO Board reviews and votes on consensus-based technical recommendations provided by the Technical Coordinating Committee (TCC).

Non-Discrimination Policy

It is the policy of CRTPO to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.

In compliance with the Americans with Disabilities Act (ADA), accommodations will be provided for persons who require assistance to participate in CRTPO meetings. If assistance is needed or to request this document in an alternative format, please contact CRTPO at (704) 336-2205 or send an email to email@crtpo.org.

Accessing the Charlotte-Mecklenburg Government Center (CMGC)

CMGC is located at 600 East Fourth Street, at the corner of Fourth and Davidson streets in Uptown Charlotte. From I-85 N, I-77 N and US-74 W, take exit 2A from I-277 S/ NC-16 S onto East Fourth Street. Parking is available in the CMGC parking deck located on Davidson Street between Third and Fourth streets. On-street parking is also available, but CRTPO is only able to validate deck parking. Check in with a staff member about parking validation for the CMGC deck when you arrive for the meeting.

Enter the building either through the entrance at the top of the large staircase on the Davidson Street side of the building, or through the handicapped entrance at the bottom of the large staircase on the right. The handicapped entrance is the only open entrance after 6 p.m. Everyone who enters CMGC undergoes a security screening, after which you may proceed to room 267 on the second floor.



BOT	Board of Transportation
CATS	Charlotte Area Transit System
CDOT	Charlotte Department of Transportation
CMAQ	Congestion Mitigation & Air Quality
CMGC	Charlotte-Mecklenburg Government Center
CMP	Congestion Management Process
CRAFT	Charlotte Regional Alliance for Transportation
CRTPO	Charlotte Regional Transportation Planning Organization
CTP	Comprehensive Transportation Plan
DAQ	Division of Air Quality
EJ	Environmental Justice
EPA	Environmental Protection Agency
FAST	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GCLMPO	Gaston, Cleveland, Lincoln Metropolitan Planning Organization
GIS	Geographic Information System
ICATS	Iredell County Area Transportation System
IJA	Infrastructure Investment and Jobs Act
INFRA	Infrastructure for Rebuilding America (federal grant program)
ITS	Intelligent Transportation Systems
LAP	Locally Administered Projects
MCM	Metrolina CommunityViz Model (Land Use Model)
MRM	Metrolina Regional Model (Travel Demand Model)
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NAAQS	National Ambient Air Quality Standards
NCAMPO	North Carolina Association of Metropolitan Planning Organizations
NCDOT	North Carolina Department of Transportation
NCDOT-IMD	North Carolina Department of Transportation – Integrated Mobility Division
NCDOT-TPB	North Carolina Department of Transportation – Transportation Planning Branch
NCTA	North Carolina Turnpike Authority
P6.0	Prioritization 6.0
PIP	Public Involvement Plan
PL	Planning Funds
POC	Project Oversight Committee
SIP	State Implementation Plan (for Air Quality)
SPOT	Strategic Planning Office of Transportation
STBG-DA	Surface Transportation Block Grant Program-Direct Attributable
STI	Strategic Transportation Investments Legislation
STIP	North Carolina State Transportation Improvement Program
TAP	Transportation Alternatives Program
TCC	Technical Coordinating Committee
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
TMA	Transportation Management Area
UPWP	Unified Planning Work Program
UZA	Urbanized Area

Click [here](#) to view the CRTPO Delegates Handbook for additional references.

6:00 PM Meeting Agenda

1. **Call to Order** **Ron Pappas**

2. **Adoption of the Agenda** **Ron Pappas**

3. **Public Comment Period** **Ron Pappas**
CRTPO bylaws limit speakers to three minutes each and the comment period to 20 minutes.

4. **Ethics Awareness & Conflict of Interest Reminder** **Neil Burke**

5. **Consent Agenda** **Ron Pappas**

All items below are considered to be routine by the CRTPO Board or have been the subject of detailed presentations at previous meetings. There will be no separate discussion on these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda.

- a) October 18, 2023 CRTPO Board Meeting Minutes
- b) 2024-2033 TIP Amendments
- c) City of Charlotte Functional Classification Revision Requests
- d) December 2023 meeting cancellation and 2024 meeting dates

Attachments: [October 18, 2023 CRTPO Board Meeting Minutes](#); [2024-2033 TIP Amendments Memorandum](#); [2024-2033 TIP Amendments](#); [NCDOT Functional Classification Revision Request](#); [Vicinity Map](#); [Resolution](#); [Meeting dates memorandum](#)

6. **2055 Metropolitan Transportation Plan Socioeconomic Data** **Curtis Bridges**

Action Requested: Adopt the draft county-level household and employment projections for the 2055 MTP's four horizon years of 2025, 2035, 2045, and 2055.

Background:

- Updated socioeconomic data is an essential component of the development of the 2055 Metropolitan Transportation Plan.
- Background regarding source data and trends for county-level socioeconomic projections are included in the attached memorandum.

Attachment: [2055 MTP County-Level Socioeconomic Projections Memorandum](#)

7. **CRTPO Discretionary Funds: 2023 Fall Call Summary** **Jennifer Stafford**

Action Requested: FYI.

Background:

- The call for projects to award CRTPO discretionary funds opened on August 14 and closed on October 31.
- Applications for new projects, existing projects in need of additional funding, and planning projects were accepted in consideration of programming \$62 million in available discretionary funds.

- The Project Oversight Committee (POC) will review the draft project scores and develop a recommended project list for the CRTPO’s discretionary funding.
- The TCC and Board will be requested to take action during the February 2024 meetings.

8. [CRTPO FY 2025 Unified Planning Work Program: Annual Budget](#)

Robert Cook

Action Requested: FYI.

Background:

- The UPWP is the CRTPO’s annual budget and specifies the planning activities that are anticipated for the coming fiscal year. It documents the allocation of state and federal funds associated with each planning activity and is adopted annually.
- The presentation’s purpose is to provide the Board with a review of the major issues anticipated for FY 2025.

9. [I-77 North Express Lanes Responses to CRTPO Board Member Questions](#)

Ron Pappas

Action Requested: FYI.

Background:

- A motion was approved during the July 19 meeting to formulate an agenda item based upon CRTPO Board members’ questions and invite the concessionaire to conduct a presentation regarding the operations of the I-77 North Express Lanes at an upcoming meeting.
- 50 questions regarding the operations of the existing I-77 North Express lanes between Mooresville and Uptown Charlotte were received from seven CRTPO Board members during the solicitation from July 20 to August 16.
- Responses were developed by NCDOT and the I-77 Mobility Partners and were provided to the CRTPO Board during the October 18 meeting.
- Chair Pappas requested that delegates and alternates review the information provided by the I-77 Mobility Partners and NCDOT and provide any additional questions to the CRTPO Secretary prior to the November 15 meeting.
- As per the Board’s request on July 19, a brief presentation will be conducted.

Attachments: [I-77 Mobility Partners Cover Letter](#); [CRTPO Board Member Questions and Answers](#); [I-77 Mobility Partner Key Facts and Benefits](#)

10. Upcoming Agenda Items

Neil Burke

Action Requested: FYI

Background:

- A schedule of upcoming action items will be provided.

11. Board Member Comments

Ron Pappas

12. Adjourn



**CHARLOTTE HISTORIC DISTRICT COMMISSION AGENDA
December 13, 2023
CMCG ROOM 267/WebEx Option for Public Participation**

HDC WORKSHOP 12:00 PM

Staff Announcements
Pre-Application Reviews

HDC MEETING: 1:00 – 7:00

- Call to Order
- Approve Minutes
- Applications for Certificates of Appropriateness
- Adjourn

CONSENT

1. 427 East Bv (PID 12308310)
HDCCMA-[2023-01126](#)
Dilworth
Richard Cuebas & Parker Melvin, Applicants
2. 2116 Dilworth Rd W (PID 12112222)
HDCRMI-[2023-01091](#)
Dilworth
Veronica DeVita & Susie Vincent, Applicants

**NOT HEARD AT THE NOVEMBER 8 MEETING
ADDITION**

3. 1801 Washington Av (PID 07840706)
HDCRMI-[2023-00263](#)
McCrorey Heights
Timothy McMullen & Barbara Williams, Applicants

**WINDOW CHANGES, DOOR CHANGES, & SITE WORK,
AFTER THE FACT**

4. 309 W Kingston Av (PID 11907914)
HDCRMIA-[2023-00660](#)
Wilmore
Feng Yu, Applicant

DEMOLITION – RESIDENTIAL

5. 2005 Cleveland Av (PID 12106711)
HDCRDEMO-[2023-00610](#)
Dilworth
William Lovelett, Applicant

CONTINUED FROM THE OCTOBER 13 MEETING

6. 1615 The Plaza (PID 08118709)
HDCRMI-[2022-00590](#)
Plaza Midwood
Karen & Donald Cates, Applicants

CONTINUED FROM THE NOVEMBER 8 MEETING

7. 1314 Lafayette Av (PID 12309413)
HDCRMI-[2023-00612](#)
Dilworth
Claire Hassard, Applicant

CONTINUED FROM THE NOVEMBER 8 MEETING

8. 1823 Cleveland Av (PID 12105301)
HDCCMA-[2023-00663](#)
Dilworth
Don Peadon, Applicant
9. 424-428 West Bv (PID 11907801)
HDCCMA-[2023-00283](#)
Wilmore
Brittany Lins & Collin Brown, Applicants
10. 306 N Graham St/420 W 6th St (PID 07806401 & 07806402)
HDCRMA-[2023-00865](#)
Fourth Ward
Cameron Conner, Applicant

NEW CASES

REAR ADDITION, WINDOW REPLACMENT – AFTER THE FACT

11. 1917 Thomas Av (PID 08119337)
HDCRMAA-[2023-00661](#)
Plaza Midwood
R. Andrew Woodruff, Applicant

SIDE PORCH ADDITION

12. 1607 Dilworth Rd W (PID 12311201)
HDCRMA-[2023-00665](#)
Dilworth
Lauren Voler, Applicant

SIGNAGE

13. 129 N Poplar St (PID 07801608)
HDCCMI-[2023-00667](#)
Fourth Ward
Brandon Swiderski, Applicant

REAR ADDITION

14. 412 E Kingston Av (PID 12308317)
HDCRMI-[2023-00668](#)
Dilworth
Wrenn Wells, Applicant

ADDITION

15. 719 Templeton Av (PID 12305505)
HDCRMI-[2023-00673](#)
Dilworth
Amanda Bagby, Applicant

REAR ADDITION

16. 2025 Charlotte Dr (PID 12112803)
HDCRMA-[2023-00737](#)
Dilworth
Angie Lauer, Applicant

Upcoming Meeting Dates

December 2023

Monday, December 11	12:00pm - 2:00pm	Planning Commission Work Session
Monday, December 18	4:00pm - 4:30pm	Planning Commission Executive Committee Meeting
Tuesday, December 19	5:00pm - 7:00pm	Planning Committee Meeting

January 2024

Thursday, January 4	5:30pm - 7:30pm	Zoning Committee Work Session
Monday, January 8	12:00pm-2:00pm	Planning Commission Work Session
Monday, January 15 Tuesday, January 16 (Tentative)	4:00pm-4:30pm	Planning Commission Executive Committee Meeting
Tuesday, January 16	5:00pm-7:00pm	Planning Committee Meeting

THE CHARLOTTE MECKLENBURG PLANNING COMMISSION

This report covers the period of January 2023 until November 2023 and was prepared by Commission Chairman Douglas A. Welton.

THE COMMISSION

At present, the following individuals are serving as members of the Charlotte-Mecklenburg Planning Commission: Douglas A. Welton, Andrew Blumenthal, Wil Russell, Courtney Rhodes, Terry Lansdell, Melissa Gaston, Ronnie Harvey, Clayton Sealey, Shana Neeley, Rick Winiker, Rebekah Whilden, Erin Shaw, Theresa McDonald, and Robin Stuart.

In 2023, Keba Samuel and Philip Gussman also served on the commission. Both exited the commission as their maximum term expired.

JANUARY 2023

The Planning Commission began the year under the leadership of Chairwoman Keba Samuel and Vice Chairman Philip Gussman. The roster was missing one commissioner due to the resignation of Commissioner Erin Barbee. Ms. Barbee's replacement, Erin Shaw would not be appointed until May 2023.

Commission Focus

As the year began, the commission's work was focused on the priorities established at the September 2022 retreat. The major initiatives included the following:

1. To establish a document of Environmental and Sustainability criteria that could be used to guide decision-making for zoning and mandatory referral recommendations. A Commission subcommittee worked with City Attorney Terrie Hagler-Gray and Planning Department Staff to deliver a document that was adopted in May 2023.
2. To provide a forum for the public to gain a greater understanding on the work the Commission was engaged in. This exercise took the form of four public meetings (one being a cooperative effort with Sustain Charlotte) where the commission met with the public.
3. To support the Long-range Planning Staff as they rolled out the Community Area Planning Process across the 14 geographies within Charlotte. This exercise took the form of commissioners attending a number of the 21 meetings held during the first half of the year.
4. Preparation for the rollout of the Unified Development Ordinance which became effective on June 1st.

Additional Work

The Commission also sought to get a greater understanding of other community factors that affected land use policy within the city. To this extent we sought information about affordable housing and the Corridors of Opportunity program. We received insight into Charlotte-Mecklenburg Schools future planning (and bond request). We also had the opportunity to get a deeper understanding of several of Charlotte infrastructure providers (.e., Charlotte Water and Charlotte Fire).

JULY 2023

In July, the Commission leadership transitioned to Chairman Douglas A. Welton and Vice-Chairman Andrew Blumenthal. New Commissioners Theresa McDonald and Robin Stuart were appointed to replace outgoing commissioners Samuel and Gussman.

Commission Focus

At our September retreat, the Commission undertook work to accomplish several bodies of work that would support our direction of enhancing the influence that the commission has in the community, the industry, amongst Planning Staff, and elected officials.

The major initiatives included the following:

1. To establish a Pipeline Committee that would identify and vet possible future candidates for the Planning Commission.
2. To establish a Community Committee that would invite leaders from the community to various Planning Commission, Zoning Committee, and Planning Committee meetings to expose these leaders to the process of land use planning.
3. To Establish a Collaborations Committee to develop synergetic relationships with industry and business advocates that help use accomplish our mission.

Accomplishments to Date

So far, we have:

1. Established new institutional relationships with The American Institute of Architects, The Urban Land Institute, The Greater Charlotte Apartment Association, SouthPark Community Partners, University City Partners, Canopy Multiple Listing Service, the University of North Carolina at Charlotte, and The Real Estate & Building Industry Coalition.
2. Identified more than a half dozen possible candidates for our future commissioner pipeline.

3. Supported the Planning Staff at all of their Community Area Planning Meeting since August, either by being trained to facilitate or just providing additional info as an attendee.
4. Worked with REBIC to provide a UDO forum for the Commission that would allow us to get user-level feedback on the successes and opportunities in the new codes.
5. Worked with the Park and Rec Commission to provide their strategic Acquisitions Committee with a better understanding of the land acquisition and land-dedication processes. This included joint meetings between selected Park and Rec Commissioners and the Executive Committee of the Planning Commission.
6. Since August, Commissioners have attended/presented at dozens of community meetings. Hopefully, this visibility will translate into a better understanding by residents of the land-use planning process in Charlotte. (Now, as a regular part of each full commission meeting, Commissioners report back on their involvement with the community.)
7. Members of the Zoning Committee worked with CDOT's Jack Carpenter to develop a better understanding of the processes and protocols that CDOT uses to make their recommendations for rezoning petitions.
8. The Commission provided a letter of support for a the City of Charlotte's efforts to get a Pathways to Removing Obstacles Housing Grant.
9. Worked with Laura Harmon to understand the process for creating text amendments for the UDO and develop a process, by which, Commissioners could submit their own text amendment request.

Future Activities

2024 looks to be an exciting year for the Charlotte-Mecklenburg Planning Commission . Some of the activities we have scheduled include:

1. Urban Plan - A cooperative program with the Urban Land Institute to provide a workshop for public officials to learn more about the interconnections and trade-offs involved in land-use planning.
2. A look inside of Charlotte's Municipal Service Districts - This program will provide insight into how Charlotte multiple MSDs are dealing with a diverse set of expectations within the current economic development environment.
3. New Building Technology - This program with the American Institute of Architects will provide a view into the new technologies that are affecting land use and the built environment.

4. Community Area Planning - The Commission will continue our high-level of engagement with the Community Area Planning process as it shifts into its next phase of more infrastructure/amenity-focus.
5. The 2040/UDO Alignment Rezoning - The Planning Commission will actively engage and provide feedback to the Planning Staff as they develop strategies and tactics for approaching the 2025 Alignment Rezoning.

**CHARLOTTE MECKLENBURG
PLANNING COMMISSION**

**CITY COUNCIL RESOLUTION ON BOARDS – ATTENDANCE POLICY
(Adopted August 28, 2023 & Effective January 2024)****1. Subcommittee Attendance**

For the attendance policy that evaluates three consecutive absences, annual attendance of 65%, or reappointment attendance of 75%:

- Subcommittee meetings should no longer be considered
- Special called meetings of the entire board or board events, however, should still be considered as usual for attendance

2. Excused Absences Policy (Section 5. Attendance Policy)

Excused absences shall not count toward the 65% attendance requirement. Members shall be permitted up to three excused absences per calendar year in the following circumstances:

- Illness or medical-related absences
- Funerals and/or bereavement
- The birth or adoption of the board member's child, for 90 days after the birth or adoption
- Military service

Excused absence requests should be formally made in writing via email to both City Clerk and the board's staff advisor within one week of the date of the missed meeting (prior or following).

Any absence that does not meet the above criteria shall be considered unexcused.

- The allowance for excused absences shall not apply to meetings of a board, committee, or commission that serves a quasi-judicial function or engages in final-decision making. Subcommittee meetings should no longer be considered
- Special called meetings of the entire board or board events, however, should still be considered as usual for attendance

3. Excused Absences Policy Applicability

Board member absences may be excused except when a meeting is engaged in final decision-making or quasi-judicial hearings

Some boards may not excuse absences under most circumstances:

Organization/Board/Committee	Type	Enabling and Appointing Authority	Excused Absence Applies
Planning Commission**	Advisory & Quasi-Judicial	N.C.G.S. 160D-301 & Interlocal agreement • 2 appointed by Mayor • 5 appointed by City Council	No for quasi-judicial hearings

Final-decision making:

When the board is voting on funding matters or decisions final and binding for the City, excused absences are NOT allowed. If the board meets to receive information and/or presentations, retreats, or anything that is non-binding, members can be excused for an absence if within the guidelines

- Quasi-judicial hearing attendance cannot be excused but other meetings of the board are allowed excused absences
- Subcommittee meetings should no longer be considered
- Special called meetings of the entire board or board events, however, should still be considered as usual for attendance