

CITY MANAGER'S WEEKLY REPORT

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CITY OF
Raleigh
MANAGER'S
OFFICE

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Upcoming Work Sessions - Budget Work Session Monday, April 8; Regular Work Session Tuesday, April 9

Reminder that Council will meet in scheduled budget work session on **Monday** at **4:00 P.M.** Council will also meet in the regularly scheduled second **Tuesday** work session at **4:00 P.M.** The agenda for each session was published Thursday:

<http://boarddocs.com/nc/raleigh/board.nsf>

INFORMATION:

City of Raleigh and GoRaleigh Receive NCDOT Mobi Award

Staff Resource: Rob Murray, RDOT, 996-4991, rob.murray@raleighnc.gov

The inaugural North Carolina Department of Transportation (NCDOT) Mobi (“mobility”) Awards took place April 3 at the North Carolina State University (NCSU) Centennial Campus. The awards recognize statewide multimodal projects including rural, urban, suburban, tourism and innovation categories. In total, there were 59 nominees from 29 counties across the state. The awards luncheon was hosted by the North Carolina Department of Transportation and co-hosted by NC Go!; the Women’s Transportation Seminar - NC Triangle Chapter; and the NCSU Institute for Transportation Research and Education (ITRE).

The City of Raleigh and GoRaleigh were recipients of a First Place Award in the Innovation category for the GoRaleigh Station Renovation, and received Honorable Mention in the Urban category for Raleigh Union Station. The GoRaleigh Station Renovation Project involved a complete renovation of the 30-year old downtown bus station; the multimodal transit hub Raleigh Union Station has played a major role in revitalizing downtown Raleigh's Warehouse District. The GoRaleigh Station Renovation video can be found [here](#).

About the Mobi Awards

The Mobi Awards were developed to raise the profile of multimodal transportation, to call attention to the positive community impacts of multimodal transportation planning, and to reward transportation innovations.

Applicants were asked to describe a transportation project that was completed within the last five years and includes two or more modes of transportation such as transit, bicycle, pedestrian, rail, aviation, ferry or roadway. A panel of judges from across the state selected winners. Selections were based on a project's success at leveraging private investment, spurring economic development, creating jobs, improving health and benefiting the community.

(No attachment)

Staff Completes International Association of Public Participation Training

Staff Resource: Linda Jones, Housing & Neighborhoods, 996-5707, linda.jones@raleighnc.gov

March 19-21 twenty-five (25) staff members attended the International Association of Public Participation (IAP2) training at the Thomas Crowder Woodland Center. This three-day hands-on training is a globally recognized standard for effective community engagement.



Facilitator

Wendy Lowe is a Certified Professional Facilitator and course developer for both the original IAP2 Certificate program and the newly revamped IAP2 Foundations program. She served as an original Master Trainer for

IAP2 and is an IAP2 USA board member. She was formerly on the International Board of Directors for IAP2 and oversaw the international training program for the organization for four years. Wendy has over 25 years of designing and implementing public participation programs for federal, state, and local governments.

Course Description

The Foundations in Public Participation course was designed with the input of successful practitioners who work with diverse populations and divergent circumstances throughout the world. The course is divided into two modules, each focusing on one of the two major phases of public participation, planning and techniques. Regardless of the arena in which you work, this program will broaden your toolkit, bring greater creativity to your approach, and give you a broad-based understanding of how public participation works across the world.

A major reason that initiatives fail to reach their goals is inadequate preparation. The planning module provides a proven structure that will greatly increase the odds of a successful project. This course focuses on the essential elements of effective public participation planning:

- Evaluating the scope of a decision and identifying the processes needed.
- Identifying the decision steps including timing and needed resources.
- Establishing roles and responsibilities of the primary parties.
- Developing a comprehensive, decision impact analysis to identify the stakeholder community, their concerns, and hopes.
- Selecting the appropriate level of public participation.
- Setting clear and achievable objectives.
- Developing a detailed public participation plan.
- Planning for communications initiatives that support the process.
- Identifying appropriate evaluation tools to measure the effectiveness of the initiative.

Employee Certification and Next Steps

This training was identified by ongoing work in support of the City's Strategic Plan (Safe, Vibrant, and Healthy Neighborhoods, Initiative 3.3). The training was offered by Housing & Neighborhoods and received positive feedback. Participating departments included the City Manager's Office, Communications, Planning, Parks Recreation and Cultural Resources, Police, and Sustainability. Included with the *Weekly Report* materials is a graphic which the tenants of the IAP2 Spectrum of Public Participation.

(Attachment)

Downtown Cigarette Butt Collection and Recycling

Staff Resource: Chris McGee, RDOT, 996-6446, christopher.mcgee@raleighnc.gov

As part of ongoing efforts to keep downtown free of litter and debris, the City's downtown clean team is installing custom-designed cigarette butt collection "voting" containers on street signs that are located near identified cigarette litter hotspots. Amusing questions encourage smokers to "vote with their butt" instead of tossing it on the ground. Installed in time to celebrate Earth Month, the containers will have a positive impact on the environment, keeping toxic cigarette litter from impacting waterways and contaminating the soil. Team Downtown Raleigh already recycles butts gathered from the Fayetteville Street containers through a

free program (TerraCycle); cigarette butts from these new units will also be recycled. This project was funded in part through the \$10,000 Innovation Fund established by Council to encourage innovation in City processes and programs. Below are photos of installed containers:



(No attachment)

Weekly Digest of Special Events

Staff Resource: Derrick Remer, Special Events Office, 996-2200, derrick.remer@raleighnc.gov

Included with the *Weekly Report* packet is the special events digest for the upcoming week.

(Attachment)

Council Member Follow Up Items

General Follow Up

Raleigh Union Station Leasing Update

Staff Resources: David Eatman, RDOT, 996-4040, david.eatman@raleighnc.gov

Richard Costello, RDOT, 996-2510, richard.costello@raleighnc.gov

During the January 8 meeting, Council authorized staff to advertise, as required by state law, leases and associated lease terms for the rental of retail and office spaces located at Raleigh Union Station. In coordination with York Properties, Inc., acting as broker, staff has negotiated with interested tenants; City

Council will be requested to consider the leases at the May 7 meeting, following advertisement for a period of 30 days pursuant to statutory requirements.

Ora Architecture, P.A. intends to utilize space for office purposes. The lease term as advertised is for a period five years three months with an option to extend the lease. Rent will be \$27,853 annually (\$23.00 per square foot) with a three percent escalator. The tenant upfit allowance is not to exceed \$40.00 per square foot.

SpecOne Specified Systems intends to utilize space for office and showroom purposes. The second lease advertised will also be for a term of five years, three months with an option to extend. Annual rent will be \$17,871 (\$23.00 per square foot), also contains a three percent escalator, and contains a tenant upfit allowance amount not to exceed \$40.00 per square foot.

(No attachment)

Civic Campus Phase I – Recommendation for Design Services

Staff Resource: Priscilla Williams, Engineering Services, 996-4147, priscilla.williams@raleighnc.gov

During the March 19 Council meeting, staff presented the firm RATIO with design architect, Henning Larsen, as the highest-ranked and recommended design team to provide design and consulting services for the Civic Campus Phase 1 project and requested authorization for the City Manager to begin negotiations. Council requested deferring on the recommendation to afford Council with additional time to review the initial responses of the four ranked firms included in the staff presentation: RATIO/Henning Larsen; LS3P/Duda Paint; Fentress Architects/Moseley Architects; and SOM/HH Architects/Evoke. Staff was requested to provide hard copies of the RFQ responses for each of the firms; those documents were made available to Council members March 25.

To ensure that Council has sufficient time to complete review of the RFQ responses, the agenda for the May 7 City Council meeting will contain a Special Item on this topic. In the interim staff remains available for questions from Council regarding the recommendation.

(No attachment)

Quarterly Update - City Planning Initiatives

Staff Resource: Ken Bowers, City Planning, 996-2633, ken.bowers@raleighnc.gov

As Council is aware, City Planning staff are leading a number of initiatives of interest to the City Council. The Department is pleased to provide Council with the latest updates on these initiatives; included with the *Weekly Report* materials is an update on various initiatives including a staff memorandum and spreadsheets, representing a snapshot of the third quarter of fiscal year 2019. This information provides a summary of year-end project status and provides a forecast of upcoming projects. Should Council desire to reference previous quarterly reports, that information may be found in *Weekly Report Issue 2018-42* (November 2, 2018) and *Issue 2019-02* (January 11, 2019).

(Attachments)

IAP2 Spectrum of Public Participation

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Special Events Weekly Digest

Friday, April 5 – Thursday, April 11

City of Raleigh Special Events Office
specialevents@raleighnc.gov | (919) 996-2200 | www.raleighnc.gov/specialevents

Permitted Special Events

First Friday at Union Station

Union Station & Union Station Plaza

Friday, April 5

Event Time: 6:00pm - 9:00pm

Associated Road Closures: Union Station Plaza will be used from 3:00pm until 11:00pm. W. Martin Street between West Street and the roundabout in front of Union Station will be closed from 6:00pm until 11:00pm.

First Friday Market Series

Hargett Street

Friday, April 5

Event Time: 7:00pm - 11:00pm

Associated Road Closures: E. Hargett Street between Fayetteville Street and S. Wilmington Street will be closed from 6:00pm until 11:59pm.

Dreamville Music Festival

Dorothea Dix Park

Saturday, April 6

Event Time: 12:00pm - 11:00pm

Associated Road Closures: Big Field and the adjacent field next to Adams Parking Lot will be used from 7:30am on 3-29-19 until 3:00pm on 4-10-19. City of Raleigh roads within and surrounding Dorothea Dix Park will be impacted beginning at 8:00am on 4-1-19 until 8:00am on 4-9-19. More information regarding park access can be found [here](#). Note that there is no on-site parking available at the park for the festival, and all vehicular access within the park will be closed to the public on 4-6-19. Attendees have a variety of options for getting to and from the festival, including shuttling from downtown and using event parking at nearby Centennial Campus. Additional information about shuttling and event parking can be found [here](#).

Movement at Market

Market Plaza

Tuesday, April 9

Event Time: 5:30pm - 6:30pm

Associated Road Closures: No roads will be closed for the event. Market Plaza will be used from 4:30pm until 7:30pm.

Other Events This Weekend

Raleigh Parks Summer Jobs Information Session

Friday, April 5

Laurel Hills Community Center

Harrington Street Cycle Track Pop-Up

Friday, April 5

Harrington Street

First Friday Raleigh

Friday, April 5

Downtown Raleigh

Dr. David Jeremiah Overcomer Tour

Friday, April 5
PNC Arena

Don Quixote – North Carolina Symphony Classical Series

Friday, April 5 – Saturday, April 6
Meymandi Concert Hall

Where Words Once Were – Theatre Raleigh

Friday, April 5 – Sunday, April 7
Kennedy Theatre

TOSCA – North Carolina Opera

Friday, April 5 & Sunday, April 7
Memorial Auditorium

Public Invited to Comment on Latta House Plans

Saturday, April 6
Jaycee Community Center

Let's Re-Imagine Capital Boulevard!

Saturday, April 6
Marsh Creek Community Center

KISS End of the Road Tour

Saturday, April 6
PNC Arena

Public Resources

Event Feedback Form: Tell us what you think about Raleigh events! We welcome citizen and participant feedback and encourage you to provide comments or concerns about any events regulated by the Special Events Office. We will use this helpful information in future planning.

Temporary Road Closures: A resource providing current information on street closures in Raleigh.

Online Events Calendar: View all currently scheduled events that are regulated by the City of Raleigh Special Events Office.

Council Member Follow Up



Raleigh MEMO

TO: Ruffin Hall, City Manager

CC: Ken Bowers AICP, Director of City Planning

FROM: Sara Ellis, Planner II
Ira Mabel, AICP, Planner II
LaTasha Holmes, Business Manager
Travis Crane, Assistant Planning Director

DEPARTMENT: City Planning

DATE: April 2, 2019

SUBJECT: **Update on Department of City Planning Key Initiatives**

Overview

This memo serves as a quarterly status update for all ongoing projects being led by staff in the Department of City Planning. It is a supplement to the City Planning Project Status, Council Follow Up Projects Status, and Text Change Status Spreadsheets (see attached documents) that provide a snapshot of current studies, ongoing programs, and other departmental efforts. This includes items listed in the Department's current and past Business Plans, as well as Council-requested follow-up items. A key explaining each project's status within the spreadsheet is shown below:

- **Active**—the project is currently being worked on and is on track for completion by the anticipated project delivery date.
- **Pending Internal**—the project is pending an internal Department need. *At this time and consistent with the prior quarter, no projects are delayed or pending due to internal forces within the Department.*
- **Pending External**—the project is awaiting a City Manager Office decision or experiencing a delay such as a committee or Council decision. *At this time, six items are pending due to forces external to the Department.*
- **Delayed**—the project has experienced a significant delay and will likely not be completed by the anticipated project delivery date. *At this time and consistent with the prior quarter, no projects are listed as delayed.*

As described in the year-end review for 2018, the Department continues to focus on three key areas:

1. Project management
2. Public participation and citizen engagement
3. Communication—both internally and externally

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(Mailing Address)

Project Management

Below is a snapshot of project statuses for the first quarter of the 2019 calendar year:

Active Consultant-led Projects	11
Active Staff-led Projects	24
Pending (external) Projects	6
Delayed Projects	0
Active & Pending Council Follow Up Projects	4
Total RDCP Active & Ongoing Projects and Council Follow-up Projects	45

Of the 45 total projects, **41** projects are either ongoing departmental programs or business plan implementation projects. Of these:

- **15 Ongoing Programs** continue through the year, such as the rezoning, annexation, or real estate acquisition programs which have all remained steady in terms of volume, staff time, and complexity since the previous quarter. All program work continues to meet benchmarks thus no program work is behind schedule.
- **1 Real Estate Study** seeks interested parties to lease and operate complementary commercial activity on City-owned land adjacent to Moore Square Park.
- **4 Annexation Projects** are active and include annexation agreements with adjacent jurisdictions that must be renewed every 20 years as part of a larger administrative process. Two annexation agreements with the Town of Wake Forest and City of Durham are scheduled for public hearing on April 2nd. At this time no annexation projects are behind schedule.
- **4 Urban Design Studies** are underway, which are identified in the FY17 & FY18 Business Plans. At this time, one project awaits further direction after discussion in a council committee and one is awaiting review from an external stakeholder.
- **5 Historic Preservation Studies** include the Historic Preservation Toolkit, the Oakwood National Register Update, and other items included in the FY17 Business Plan. The architectural survey for the Ridgewood neighborhood was recently completed. At this time no historic preservation projects are behind schedule.

- **12 Planning Studies** are underway, both internal and external. The studies range from corridor plans such as Capital Boulevard North to the Public Participation Manual & Training, which was first identified in the FY18 Business Plan, and presented to Council during January 2017 and 2018. At this time no major planning studies are behind schedule; although one awaits further action or direction.

Additionally, there are

- **5 Text Changes** that have been authorized by City Council are under review, including the FY18 Omnibus update and TC-6-18 Cottage Court, which are currently being discussed at Planning Commission's Text Change Committee.

Major Initiatives Highlights

- **Avent Ferry Road Corridor Study** - The final plan and associated Comprehensive Plan amendments have been referred to Planning Commission for review and recommendation.
- **Historic Preservation Toolkit** - RHDC is preparing comments on the final report, which they will transmit to the City Council in the early spring of 2019.
- **2030 Comprehensive Plan Update** - The draft Update has been referred to Planning Commission for review, with instructions to review the document's sections grouped together according to the Plan Vision Themes and reported back to Council on a rolling basis.
- **Western Boulevard Area Study** - Council recently approved a scope of work for this project and staff recommended consultant. Contract negotiations are ongoing.
- **Southeast Special Area Study** - The project team has begun briefings to outside agencies and organizations. The large size of the project area will influence the design of the public engagement process, which is not anticipated to begin until Spring 2019.

Council Follow Up Items

Below is additional detail regarding Council Follow Up Items:

Active Council Follow Up Items	3
Pending Council Follow Up Items	1
Council Follow Up Projects Completed in the past quarter	11

Staff is currently working on **3** items that were requested by Council that include in-depth studies on zoning related matters, current text changes, and requests for information to initiate new projects in addition to the Department's work plan. Some items of note are included below:

- Of the total of **44** Follow Up Projects requested by Council over the course of 2018, **91%** have been completed, the majority of which are addressed within a two-week timeframe. Details of these items were included in last quarter's report.
- Of the total of **3** Follow Up Projects requested by Council from January 2019 to date, two have been completed and published in the Weekly Manager's Report and the remaining item will be included on a Council agenda in May.
- One remaining item listed as "Pending" awaits Council direction.

Public Participation and Citizen Engagement

The Department continues to enhance participation and engagement efforts. Over the past quarter staff has focused on obtaining consultant service, training, and social media:

- The RFQ for Engagement Consulting Services was posted in March 2019 and will close in April 2019. The consultant team is tasked with creating a manual of templates to solicit more authentic and inclusive engagement and to train staff in implementing their recommendations.
- Engagement Training: Staff participated in a three-day training course through the International Association for Public Participation (IAP2) in March 2019. All participants passed the course. An in-house training based on similar materials will be offered to the rest of the Planning staff in Spring 2019.
- Engagement (general): Staff has revamped the Planning social media pages and has started using social media advertising tools. Social media and marketing research is being conducted by a team of staff who intend to have a summary report for the Planning Department by Summer 2019. Upcoming area plan meetings will have interactive displays with the hopes of reaching more participants. Staff has created a customer service survey to begin tracking how residents feel about their opportunities to engage with the Planning Department.

Communication

As a complement to ongoing participation and engagement initiatives, staff continue to focus on both internal and external communication:

- Additional staff resources have been added to manage projects and communications, text changes, and enforcement redundancy:
 - The Planning Department welcomed the new Business Manager, a position created in the FY18 budget, on March 18, 2019. The Business Manager will serve as the conduit for information from the Department to the City Manager's Office.
 - A new staff member was welcomed into the Zoning Administration Unit in December 2018. Additional redundancy in the Zoning Administration unit will allow for additional supervisory capacity in Zoning Enforcement.
- In coordination with the Communication Department, staff has initiated the first in a series of externally facing educational materials to help inform the public. The "Zoning 101" video is complete and has been posted to the Planning YouTube channel and will be further advertised and made available to the public in April. Follow-up educational materials will help support important planning concepts related to housing and transit, among others.

Summary and Forecast

The Department has made a series of alterations to process, workflow, and resource allocation to address and mitigate the challenges identified in past reports. Significant progress has been made in project management and communication as evidenced in the increase in the number of projects and Council follow up items completed throughout the past year (58). Additionally, the Department (as currently constituted) has committed to launching only one major initiative in any particular year, in order to adequately staff all projects and programs and provide quality assurance and quality control of all work products. For FY20, given existing project commitments, City Planning has proposed no new major initiatives in the updated Business Plan.

However, there are several significant planning efforts not accounted for in the Business Plan that have been requested or approved by City Council. Budget notes are being prepared for two of these requests: the Dix Park Edge Study and Olde East Raleigh Area Plan Update (this latter began as a citizen petition). A potential scope for a “missing middle” housing study and public outreach process, a request that originated in the Healthy Neighborhoods committee, has been prepared and is pending review. Further, City Planning continues to be actively involved in planning efforts related to the Wake Transit Plan. These include serving as lead agency for the Western Boulevard Corridor Study; serving as project managers for the BRT Framework Plan (a goal-setting plan for growth and land use along the BRT system, which has been bundled with the New Bern Avenue Project Development contract); and support for the Transit Oriented Development and Affordable Housing (TODAH) working group. All of these have or will continue to have a significant impact on staff capacity. Should any additional projects or initiatives be added to the department’s workload, it will be challenging to continue to meet deadlines and Council and citizen expectations.

We are available to discuss at your earliest convenience.

City Planning Council Follow Up Items

Last Updated: **Friday, March 29, 2019**

ID	Request Date	Agenda Item	Request	Official Notes	Project Lead	Status	Due Date
25	6-Mar-18	X1: Report of Mayor and Council	In reference to the sale of publicly-owned property that resulted in the ultimate disposition to a third party, Council member Crowder requested a report on options the City could use in future transactions of this type.	This item has been reviewed by internal stakeholders and was delivered to the CMO on February 8, 2019. Staff is awaiting direction.	Pittman	Complete	25-Jan-19
33	3-Apr-18	S1: Report of Mayor and Council	Council member Branch requested an opportunity to meet with staff to discuss the capacity for completing a corridor study for Rock Quarry Rd.	Assistant Directors met with Cm Branch on 2/6/19. Cm Branch will continue information gathering with the understanding that an Area Plan request may be forthcoming in 2020.	Bowers	Complete	TBD
94	18-Sep-18	X1. Report from the Mayor and City Council	Council member Crowder requested for the Parklet Program framework to be reviewed to analyze standards, processes and associated fees, as well as an analysis performed of vacant properties where parklets could exist.	Staff provided a report in the Manager's Weekly Update in January (issue 2019-04).	Sandeep	Complete	25-Jan-19
95	18-Sep-18	X1. Report from the Mayor and City Council	Council member Crowder requested for staff to perform a City Planning application fee adjustment study, to include a review of new fee proposals, schedule, and alignment of recommendations with the 2020 budget. Example - application fee for interpretations by Planning staff has not been revised in many years.	This item is ongoing with the FY 2020 budget. Preliminary information included in Manager's Weekly Report, issue 2019-04.	Crane	Complete	30-Jun-19
102	2-Oct-18	R1. Report from the Mayor and City Council	Council member Cox and then CM Crowder requested for the mobile retail text change consideration to be widened and include professional services beyond retail (banking, etc.). Place on planning text change work plan. Referred to ED and I committee.	The text change was re-introduced at the November 6, 2018 City Council meeting; it is now incorporated into the Text Change program and will be reported as City Planning project. The text change will be delivered to Planning Commission January 2019.	Holland	Complete	25-Jan-19
129	6-Nov-18	EE10. Text Change TC-3-18	Bring a report outlining the impact in one year.	This is a text change for Infill notification. Text change was adopted. Staff will coordinate with Development Services and report back in one year via a Manager's Weekly Update.	Hardin	Active	5-Nov-19
132	13-Nov-18	A3. Omnibus Text Changes	Staff was requested to analyze the potential for adding tree planting requirements for new developments. It should be looked at from a regulatory/legal perspective before a recommendation is made. Bring back information on possible additional science analysis on deforestation items to inform the standard. More explanation on net site calculation methodology.	This information has been reported in a Manager's Weekly Update, issue 2019-07.	Anagnost	Complete	6-Mar-19

City Planning Council Follow Up Items

Last Updated: **Friday, March 29, 2019**

ID	Request Date	Agenda Item	Request	Official Notes	Project Lead	Status	Due Date
135	20-Nov-18	M4. Planning for the Edges of Dorothea Dix Park	Council asked for staff to return with specifics for a recommended Request for Proposals for a study of the needs of communities adjacent to Dix Park. Add Budget Note for upcoming budget process.	Staff will provide a draft scope of work in a Manager's Weekly Update in January 2019. A Budget Note has been drafted and will be included in discussion during the budget process. Future reportings of this items will occur during the budget process. (Upcoming budget Work Sessions currently scheduled for February 25, March 18, and April 8). This information has been reported in the Manager's Weekly Update, issue 2019-02.	Ellis	Complete	30-Jun-19
146	4-Dec-18	O5. Rezoning Case Executive Summary	Council member Stephenson requested for staff to recommend a format update for a more visual presentation of rezoning case executive summaries. Staff should consider including a map that has more immediately accessible information about the sites. City Planning to set up a meeting with CM Stephenson through his policy analyst when an alternative format is ready. Bring back as a Special Item on future Council agenda.	This item has been partially implemented in all rezoning case submittals as of 01/08/2019. It has been implemented through the use of imbedded links in submittal documents which allow the user directly access information about the subject site through Google and iMaps. Per an email from Cm Stephenson's staff analyst dated Feb 14, 2019, the Cm will reach out when he is ready to schedule the meeting.	Walter	Pending External	8-Jan-19
151	4-Dec-18	GG. Requests and Petitions of Citizens: Rogers L. White	Council requested staff present an updated map of the program eligible boundaries, where a boundary is the middle of a street, to include parcels on both sides of that street and bring back for Council approval.	Preliminary analysis was provided in a Manager's Weekly Update on 01/18/19 (Issue 2019-03).	Aull	Complete	25-Jan-19
155	4-Dec-18	HH. Matters for Public Hearing: TC-2-18 Accessory Structures	Council member Stephenson requested staff to bring back comments from affected community members and a list of the specific hardships they may face with this text change.	Memo submitted to Manager's Office 03/27/19.	Holland	Complete	19-Feb-19
184	5-Feb-19	J3. Condemnation Request - New Bern Avenue Sidewalk and Transit Improvement Request	Council requested for staff to hold item for two weeks to give the condemned property owner more time to address issues and needs.	This item was presented on the February 19, 2019 Council Meeting as a Special Item. At this meeting two members of the public spoke about this project during Petitions of Citizens. Council voted to approve the condemnation request.	Pittman	Complete	19-Feb-19
205	19-Feb-19	T1. Report from the Mayor and City Council	Council member Stephenson asked staff to develop information to distribute to citizens interested in ADU overlays, including presentations and materials. Offer staff to attend neighborhood meetings to educate as requested.	Preliminary materials were provided in a Manager's Weekly Update on 03/29/19.	Holland	Complete	8-Mar-19

City Planning Council Follow Up Items

Last Updated: Friday, March 29, 2019

ID	Request Date	Agenda Item	Request	Official Notes	Project Lead	Status	Due Date
218	5-Mar-19	S1. Reports from the Mayor and City Council	Council member Crowder requested staff to evaluate and analyze potential transportation impacts in the Warehouse District in light of 5 filed rezoning cases and a pending sixth. What are the potential cumulative impacts? Identify possible tools, stratiefies and options and coordinate with the City Attorney's office for legal basis. Present at a future work session.	Transportation is taking the lead on this item and Planning is providing support materials. Future reporting on this item will be completed by Transportation.	Moore	Active	TBD
220	5-Mar-19	AA. Requests and Petitions of Citizens	Council member Thompson requested staff to initiate a neighborhood built environmental characteristics and regulations analysis for the purpose of reviewing a proposed neighborhood conservation overlay district for Willow Run South.	Staff has initiated the analysis. A neighborhood meeting has been scheduled for 4/25/2019. This item is expected to go before Council by 05/21/2019 at which time the item would become a rezoning application if desired and would be reported as part of the rezoning program activities.	Belk	Active	21-May-19

City Planning Project Report

Last Updated: Friday, March 29, 2019

Fiscal Year Initiated	Project	Project Lead	Type	Source	Status	Description	Consultant or Staff Led	Project Kick-Off	Next Public Touchpoint	Next Council Touchpoint	Anticipated Project Delivery
FY19	Administrative Alternate Requests	Pettibone	Ongoing Program	Program	Active	Staff is continuing to receive and process Administrative Alternate Applications. Volume is on track with that of 2018, as seven application have been processed in 2019 thus far. Staff continues to work to be a resource for the development community and to identify ways to improve the Alternate process.	Staff	N/A	N/A	N/A	On-Going
FY17	Anderson Heights Historic District Report	Tully	Historic Preservation Study	Business Plan	Active	The first draft of the report has been submitted and is being reviewed by RHDC's Research Committee. Th conclusion is that there is no potential for a new district. The report will be on RHDC's May 21 agenda for acceptance.	Staff	28-Jun-18	21-May-19	TBD	TBD
FY17	Architectural Survey	Tully	Historic Preservation Study	Business Plan	Complete	Phase II of the project, the Ridgewood inventory, is complete and awaits presentation to RHDC in February. After RHDC review and recommendation, the final draft of the report will be made available to Council. The next step is to reach out to Ridgewood residents to talk about the results of the report and find out if they'd like to pursue National Historic Register Designation.	Consultant	1-Jun-17	TBD	TBD	22-Mar-19
FY17	Avent Ferry Road Corridor Study	Klem	Planning Study	Business Plan	Active	Staff presented the final report during a Council work session on Feb 19; and referred it to Planning Commission for review on April 9th. Notifications will be required for the associated Comprehensive Plan amendments. The West CAC voted for approval on Mar 19, and the Southwest CAC will vote in April.	Consultant	1-Mar-17	8-Apr-19	16-Jul-19	25-Jun-19
FY17	Capital Boulevard North Corridor Plan	Anagnost	Planning Study	Business Plan	Active	The City Council received an update on the study at their work session on March 19. Public meetings will be held on April 1, 6, and 16. Pop-ups are planned for after the public meetings; one is confirmed for Triangle Town Center and tentatively at the Millbrook Human Services and Hispanic Family Center. Survey will be open from April 1 to May 19 and will be primary mechanism for input. We are asking for preferences on BRT placement, access vs. capacity, desired land uses, and multi-way boulevard option.	Consultant	23-May-18	1-Apr-19	TBD	1-Jun-20
FY19	Certificate of Appropriateness (COA)	Tully	Ongoing Program	Program	Active	Submission of COA applications remains steady. This calendar year 188 COA applications have been decided to date. Of these, 56 have gone to the RHDC for review at a quasi-judicial evidentiary hearing.	Staff	N/A	N/A	N/A	On-Going
FY19	Citizen Initiated Annexations	Golden	Ongoing Program	Program	Active	This is an ongoing program. Since January 2019 Staff have processed 4 citizen-initiated annexation petitions. This process reviews the approximate cost and revenue generated by the annexation and presents it to City Council for review. If the annexation petition is approved, the property can connect to both City sewer and water and be served by all city services.	Staff	N/A	N/A	N/A	On-Going
FY17	Commercial Hillside Development Manual	Michael	Planning Study	Business Plan	Active	A Development Services Advisory Committee meeting was held in January, with another scheduled for meeting for April 5. There are no proposed changes to document, but the technical text changes are likely to be split from the policy document. The project delivery date has been pushed to allow more stakeholder input.	Consultant	1-Sep-17	5-Apr-19	TBD	31-May-19
FY19	Comprehensive Plan Amendments	Walter	Ongoing Program	Program	Active	This is an ongoing program in which Staff reviews applications to amend the Comprehensive Plan, the filing period for this program is open twice yearly in May and November. Staff is supporting the review process for ten pending amendments.	Staff	N/A	N/A	N/A	On-Going
FY14	Comprehensive Plan Update	Walter	Planning Study	Business Plan	Active	The Comprehensive Plan Update was on a Council work session agenda on March 12, during which the status of the Update and potential paths for review were discussed. Council officially referred the Update to Planning Commission for review on their March 19 consent agenda. The referral was discussed during the Planning Director's report at the March 26 Planning Commission meeting. Staff will present again during PC's April 9 meeting and schedule the preferred review sessions. The project website has been updated with the material presented to Council for their review. Planning staff is working on a publicity plan.	Staff	1-Apr-14	9-Apr-19	Ongoing	TBD
FY19	Design Assistance	Stephenson	Ongoing Program	Program	Active	Design assistance for planting plans and Best Management Practices (BMP) design, and ongoing assistance and collaboration with inter-departments for implementing green infrastructure in the ROW. Council and Public communication will be responsibility of lead department. Staff coordinates with Engineering Services, Parks and Rec and Stormwater on all Design Assistance projects. There are 2 active projects; Crosslink and the Raleigh Rose Garden, two were recently completed (Currituck and Fox Rd). UDC staff serve in an on-call basis for design or review of projects throughout the city.	Staff	N/A	N/A	N/A	On-Going
FY19	Design Feasibility	Michael	Ongoing Program	Program	Active	Analysis for city-owned sites is on-going as studies are requested by internal partners within the City. Most recently the unit assisted a partner agency with a successful federal grant application. No recent activity for 2019.	Staff	N/A	N/A	N/A	On-Going
FY18	Dix Park Edge Study	TBD	Planning Study	Council Request	Pending External	Council has requested a budget note for this area plan. For project tracking purposes it has been included on this list, although the work item has not been officially approved.	TBD	N/A	N/A	N/A	N/A

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Fiscal Year Initiated	Project	Project Lead	Type	Source	Status	Description	Consultant or Staff Led	Project Kick-Off	Next Public Touchpoint	Next Council Touchpoint	Anticipated Project Delivery
FY18	Downtown Streetscape Master Plan	Stephenson	Design Study	Business Plan	Active	This project began as Phase II of the Downtown Mobility Study. The goal of Phase I of the Mobility Study is to determine a preferred alternative for BRT routes and station locations downtown. Due to changes in the scope and timeline of Phase I, Phase II will not proceed as originally envisioned. The final "document" was reviewed by staff and comments were sent to the consultant, Kimley Horn, on March 8. Portions of the Streetscape Plan were included in 3 boards at a DT Mobility Study public meeting on March 13. The staff is proposing a change in the final product for Phase II. Instead of a master plan, the final product will be similar to a detailed briefing book/research document. Staff's current approach to closing out the project is to package the inventory and analysis into an assessment that will be used to supplement the overall Mobility Study and help staff begin an internal process of developing downtown streetscape design guidelines. Staff recommends changing the name of the Phase II product from Downtown Streetscape Master Plan to Downtown Streetscape Assessment. The next draft from Kimley Horn is expected mid-April.	Consultant	1-Jul-18	TBD	N/A	30-Mar-19
FY19	Esso Station RFP	Recchie	Real Estate Study	Council Request	Active	Nine responses were received for the Request for Expression of Interest. All respondents have been encouraged to participate in the forthcoming RFP process. Staff anticipates releasing the RFP April with a deadline to respond around the middle of July. The selected party will be taken to Council for approval shortly after.	Staff	1-Aug-18	TBD	TBD	Summer 2019
FY19	Façade Grant Program	Nooe	Ongoing Program	Program	Active	The Façade Grant is an early adopter of the Energov software, and has been using the software to process grants since the Fall of 2018. This program electronically keeps records and status of all façade grants applications submitted. By the time of the report, the city has accepted 7 grant applications for the FY19.	Staff	N/A	N/A	N/A	On-Going
FY17	Falls North (Falls of Neuse) Area Plan	Hardin	Planning Study	Business Plan	Pending External	Council held a public hearing on the plan and associated Comprehensive Plan amendments on Dec. 4. Several people spoke, and discussion generally has narrowed to a few specific remaining issues. The plan is still pending before the Growth and Natural Resources Committee, which first considered the item in October.	Consultant	1-May-17	TBD	TBD	TBD
FY18	High Intensity/ High Impact Development Project	Pettibone	Design Study	Council Request	Pending External	Staff is currently conducting the requested analysis, targeting the 4/10 GNR meeting to present updates. The work includes analysis of all ASRs since 2013, refining criteria in order to capture 1/3 of ASRs for design review. Staff is also working on a list of potential text changes, as requested at the last GNR meeting.	Staff	28-Sep-17	N/A	10-Apr-19	TBD
FY17	Historic Preservation Toolkit	Anagnost	Historic Preservation Study	Business Plan	Active	An ad-hoc RHDC committee is preparing comments on the final report, which they will transmit to the City Council in the spring of 2019.	Consultant	1-Sep-17	N/A	TBD	TBD
FY17	Lustron Relocation/ Preservation Project	Tully	Historic Preservation Study	Business Plan	Active	Staff has received serious interest from a potential buyer. The house still needs some small physical modifications before a final inspection.	Consultant	1-Jun-17	N/A	N/A	TBD
FY18	Midtown-St Albans Area Plan	Hardin	Planning Study	Business Plan	Active	The issues and opportunities phase of the project wrapped up in February, and included a survey and series of public meetings. A formal issues and opportunities report will be published in March. The process will then pivot to the options phase, in which specific policy and project recommendations and choices will be developed. Those options will be presented to the community during the next input phase, with meetings throughout the month of May. A work session with Council to provide a status update and to preview possible options is scheduled for April 9.	Consultant	4-Jun-18	11-May-19	9-Apr-19	1-Oct-19
FY17	Oakwood National Register Update	Robb	Historic Preservation Study	Business Plan	Active	Staff is planning to transmit the draft deliverable Taking draft to the Society for the Preservation of Historic Oakwood and the public for review. A neighborhood questionnaire is anticipated to be launched online in the spring with final adoption anticipated by the fall at a regularly scheduled RHDC business meeting.	Consultant	1-Jul-17	TBD	TBD	31-Dec-19
FY18	Olde East Raleigh Area Plan	TBD	Planning Study	Council Request	Pending External	Council has requested a budget note for this area plan. For project tracking purposes it has been included on this list, although the work item has not been officially approved.	TBD	N/A	N/A	N/A	N/A
FY17	Plummer T Hall House Relocation/ Preservation Project	Tully	Historic Preservation Study	Business Plan	Active	The house was placed on the new foundation in January. The sale of the property is scheduled to close in April. Proceeds from the sale will be deposited back into the revolving loan fund.	Staff	1-Jan-17	N/A	TBD	31-Mar-19
FY18	Public Participation Manual & Training	Williams	Planning Study	Business Plan	Pending External	Staff has prepared an RFQ asking for research of best practices in community engagement, a report on innovative engagement techniques, a survey of preferences among Raleigh residents, and an assessment of current engagement practices of the Planning department. This information will then be used to develop a playbook template to guide future engagement efforts. Planning staff will be trained on engagement methods as outlined in the playbook template. The RFQ will be advertised by the end of March.	Staff	1-Nov-18	TBD	TBD	TBD
FY19	Public Use of Private Spaces (PUPs)	Cochrane	Ongoing Program	Program	Active	This is an ongoing program to review and issue permits for outdoor seating, food trucks, news racks, street performers, awnings over City sidewalks, exterior building and accent lighting over City sidewalks, outdoor merchandise and street furniture. This calendar year 303 permits have been issued, and 24 applications are pending unresolved issues.	Staff	N/A	N/A	N/A	On-Going

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Fiscal Year Initiated	Project	Project Lead	Type	Source	Status	Description	Consultant or Staff Led	Project Kick-Off	Next Public Touchpoint	Next Council Touchpoint	Anticipated Project Delivery
FY19	Raleigh Historic Landmark Designations	Tully	Ongoing Program	Program	Active	The historic landmark designation program continues. The Research Committee of the RHDC is actively identifying potential historic landmarks. Thus far this fiscal year, no new Raleigh Historic Landmarks have been designated. One designation awaits action by City Council. As part of the ongoing outreach eight property owners will be notified by the end of the fiscal year that their properties are potential Raleigh Historic landmarks.	Staff	N/A	N/A	N/A	On-Going
FY18	Raleigh/Cary Annexation Agreement Renewal	Mabel	Annexation Program	Partner Agency	Active	The annexation agreement expired in 2016 and a re-adoption of the agreement is in process. It is expected that completion will occur in the first half of 2019. The new agreement will be in place for the next 20 years.	Staff	N/A	N/A	TBD	1-Jul-19
FY18	Raleigh/Durham Annexation Agreement Renewal	Anagnost	Annexation Program	Partner Agency	Active	The annexation agreement expired in March 2019. Raleigh staff have completed discussions with representatives from Durham and prepared a draft replacement agreement. No major changes are proposed in the draft agreement. The draft agreement will be presented to Council at a public hearing on April 2.	Staff	N/A	N/A	2-Apr-19	2-Apr-19
FY18	Raleigh/Garner Annexation Agreement Renewal	Mabel	Annexation Program	Partner Agency	Active	The annexation agreement expired in 2016 and a re-adoption of the agreement is in process. It is expected that completion will occur in the first half of 2019. The new agreement will be in place for the next 20 years.	Staff	N/A	N/A	TBD	1-Jul-19
FY18	Raleigh/Wake Forest Annexation Agreement Renewal	Mabel	Annexation Program	Partner Agency	Active	The annexation agreement expired in 2016. Raleigh staff have completed discussions with representatives from Wake Forest and prepared a draft replacement agreement, which will be presented to Council at a public hearing on April 2.	Staff	N/A	N/A	2-Apr-19	2-Apr-19
FY19	Real Estate Services	Pittman	Ongoing Program	Program	Active	Ongoing real estate transaction services as assigned by City Departments supporting the Capital Improvement Program (CIP), citizen petitions, Strategic Plan or other assignments initiated by City Council. Work program includes property interest acquisition, disposition and lease negotiations by staff supporting the Departments of Engineering Services, Public Utilities, Parks, Recreation & Cultural Resources, Fire, and Police and others as needed. The Division is currently averaging two to five new projects each month, in addition to the 79 +/- active projects. This equates to roughly 650 parcels that staff is acquiring easements from. That number will likely double by June 30, 2019.	Staff	N/A	N/A	N/A	On-Going
FY17	Residential/ Infill Housing Hillside Development Manual	Holland	Planning Study	Business Plan	Active	The consultant has completed a policy audit and is assisting staff in developing an online survey. Planning staff is coordinating with Communications on the rollout of the survey, scheduled for late January. The consultant and staff will host a Public Forum, following the survey in late winter / early spring.	Consultant	1-Sep-17	15-Jan-19	TBD	1-Jun-19
FY19	Rezoning Program	Walter	Ongoing Program	Program	Active	This is an ongoing program to review and evaluate rezoning applications for conformity with the 2030 Comprehensive Plan Policies and Future Land Use map. Since January 2019 Staff have received 11 applications. There are currently 23 active zoning cases under review.	Staff	N/A	N/A	N/A	On-Going
FY17	South Park East Raleigh Heritage Walk (Assessment)	Stephenson	Design Study	Business Plan	Pending External	The contractor/Facilitator and staff have completed the Briefing book and community project recommendations. The briefing book and project recommendations were presented at a SPERNA meeting on 2/23/2019. SPERNA is reviewing the document and project recommendations and will get back to the UDC with any comments or feedback in the next few weeks. The project timeline has been extended to allow the primary stakeholder adequate time to review. Council update and project close-out to be provided afterwards.	Consultant	1-Sep-17	TBD	TBD	30-Jun-19
FY18	Southeast Special Area Study (SESAS)	Belk	Planning Study	Business Plan	Active	Staff has prepared a briefing book and an outline of the project scope. A Core Technical Team (CTT) consisting of representatives from other City departments, held their initial meeting on November 30 to review the draft scope and compile all known area projects, issues, and opportunities. The findings of the CTT were presented to City Council on January 22, 2019. Since February 2019, the project team and other CTT members have held briefings to outside agencies and organizations, including Wake Coutny and municipalities adjoining the study area. The large size of the project area will influence the design of the public engagement process, which is not anticipated to begin until Spring 2019.	Staff	20-Jun-18	TBD	TBD	TBD

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FY19	Text Changes	Holland	Ongoing Program	Program	Active	Staff has drafted ordinance language for the “Omnibus” text changes. This “Omnibus” list was developed by staff after the initial implementation of the UDO. Staff provided a presentation to the City Council on September 18, 2018, that included the “Omnibus” text changes, a new methodology for advancing text changes and a “Staff Ideas” list of potential text changes. Most of these items have been reviewed by the Growth and Natural Resources Committee and are scheduled for the Planning Commission or City Council. At the forefront is the Omnibus text change item to address typographical errors and inconsistencies that is scheduled to be presented to the City Council in April 2019. Text changes for amendments to Chapter 10 of the UDO to address consistency in the UDO with state law and other sections of the code with also be presented to City Council in April 2019. Since the last update, a text change to allow accessory dwelling units (ADUs) was reviewed and adopted by the City Council in February 2019. Also, the text change for homestays has received Planning Commission recommendation at their March 26, 2019 meeting and will be reported to the City Council in April 2019. Staff will continue to provide information and support to all committees, the Planning Commission and the City Council as future text changes are processed and reviewed.	Staff	N/A	N/A	TBD	On-Going
FY19	Urban Design Center Talks	Stephenson	Ongoing Program	Business Plan	Active	The UDC Talks are a free lunchtime lecture series; speakers are not compensated for their participation and members of the design and planning community can apply for continuing education credits. The 2018 season focused on Technology and Communication for Designers. Information on the 2019 Fall season will be presented to the Manager’s Office for approval as the season approaches.	Staff	N/A	TBD	TBD	On-Going
FY19	Variances/ Special Use Permits	Hodge	Ongoing Program	Program	Active	This is an ongoing program. Since January 2019 there have been 51 Board of Adjustment (BOA) applications filed. The volume of BOA cases is up by 26.8% from this same time frame last year. Staff has implemented enhancements to the variance application and will be following suit with Special Use Permit Applications and Appeal of Administrative Applications for the upcoming application filing period. Additional enhancements to variance review and staff report documents were implemented earlier this year. With changes to the administration of the code regarding “design adjustments”, staff expects the volume of BOA cases to double in the coming months as compared with previous filing periods.	Staff	N/A	N/A	N/A	On-Going
FY18	Warehouse District Design Guidelines	Sandeep	Design Study	Business Plan	Active	This project began as Phase III of the Downtown Mobility Study. Due to changes in the scope of Phase I, this Phase III will not proceed as originally envisioned. Given the high number of recent rezoning petitions filed in the Warehouse District, this project might no longer be relevant as designed. Staff is considering repurposing this project to create a hypothetical 3D model of all the proposed development activity in the district currently. This could permit Council to consider all of the transportation, parking, housing affordability, and other considerations resulting from the rezonings in the district as a whole.	Consultant	1-Jul-18	TBD	TBD	TBD
FY19	Western Boulevard Area Study	Sandeep	Planning Study	Council Request	Active	In conjunction with the Transit Department City Council approved the scope of work developed to define the public process to satisfy federal requirements and meet the city's standard level of engagement. The project timeline is anticipated to take approximately 18 months, plus additional time for adoption afterwards. A consultant has been selected, and the contact is currently being routes internally. The official kickoff for the project is anticipated in the Summer, with some internal coordination beginning in early April.	Consultant	Summer 2019	TBD	TBD	30-Jun-20
FY19	Zoning Violations	Pearce	Ongoing Program	Program	Active	This is an ongoing program. The six Zoning Division Staff respond to complaints regarding potential zoning violations. The Division has handled approximately 173 complaints this year, generally relating to front yard parking violations, illegal businesses operating from residences, fence installations without permits, density violations and short term rental violations.	Staff	N/A	N/A	N/A	On-Going

Text Change Items

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ID	Title	Request Date*	Description	Official Notes	Project Lead	Status
TC-3-17	ADUs	18-Oct-16	Create an overlay district for ADUs.	Council approved and adopted this text change immediately following the Public Hearing on 2/5/19 with a 5-2 vote. As such an additional reading of the ordinance was required on 2/19/19, where the ordinance passed with a 5-3 vote.	Crane	Complete
TC-1-18	Omnibus	9-Sep-18	Large collection of changes. The Omnibus List was presented to the City Council in March and September of 2018. The list was referred to Committee, where upon discussion, the Committee has chosen to break text change into four categories.	The Committee has discussed the list at multiple meetings, reviewing the items by category.	Crane	Council Review/ Committee
TC-1-18 A	Omnibus: Typographical Errors	19-Feb-19	This category mostly relates to typographical errors in the UDO. The Committee has reviewed this category and made a recommendation for each item. The Committee recommends authorization of a text change to address the items in this category.	On February 19, 2019, the City Council authorized a text change for this category of items. Public hearing scheduled for April 2, 2019.	Crane	Council Review/ Committee
TC-1-18 B	Omnibus: Processes	9-Sep-18	This category mostly relates to alterations in regulations that deal with process.	These items were delivered to the City Council on April 2, 2019. The City Council may authorize a text change to address these items.	Crane	Council Review/ Committee
TC-1-18 C	Omnibus: Use	19-Mar-19	This category mostly deals with permitted uses within zoning districts.	On March 19, 2019 the City Council authorized a text change for this category of items.	Crane	Council Review/ Committee
TC-1-18 D	Omnibus: Regulations	9-Sep-18	This category relates to development regulations; many of the items are related to street regulations and tree regulations.	These items are pending at the Growth and Natural resources committee. There is one outstanding item that has not been finalized.	Crane	Council Review/ Committee
TC-5-18	Frontages; Mobile Retail	6-Nov-18	Would modify tree conservation/frontage interaction, create mobile retail standards.	Discussed at ED&I Committee 11/06/18. ED&I recommendation upheld on 11/06/18 where Council referred the item to Planning Commission. This item will be discussed at the 2/12/19 PC meeting. At the PC Text Change committee, the committee held the mobile retail part of TC-5-18 and referred the rest back to PC. This text change will now be split into: TC-5A-18 Frontages and TC-5B-18 Mobile Retail.	Hardin	Council Review/ Committee
TC-5A-18	Frontages	6-Nov-18	Would modify tree conservation/frontage interaction.	Discussed at ED&I Committee 11/06/18. ED&I recommendation upheld on 11/06/18 where Council referred the item to Planning Commission. This item will appear at public hearing on April 2, 2019.	Hardin	Council Review/ Committee
TC-5B-18	Mobile Retail	6-Nov-18	Would create mobile retail standards.	This text change was delivered to the City Council on April 2, 2019.	Hardin	Council Review/ Committee

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ID	Title	Request Date*	Description	Official Notes	Project Lead	Status
TC-6-18	Cottage Court	4-Sep-18	Would alter cottage court standards to reduce minimums. This text change will increase allowed density for the Cottage Court building pattern, which has been rarely used. Barriers to its use include the complication of common open space and the fact that existing regulations create an effective density that is lower than the base zoning district. The change would increase permitted density by 50 percent.	Discussed at Planning Commission 1/29/19 and 2/19/19. Staff was directed to include additional modifications based on recent discussions at City Council committee. Staff has updated the ordinance and will present to the Planning Commission on April 9, 2019.	Hardin	Planning Commission
TC-7-18	Chapter 10: Rezoning Process, Waivers, and Appeals	20-Nov-18	Would alter processes, create consistency with State Law. Proposes to amend the Part 10 of the Raleigh Unified Development Ordinance to modify the regulations related to the rezoning process, waivers and appeals.	This text change was delivered at public hearing on April 2, 2019.	Holland	Council Review/Committee
TC-1-19	Homestay	22-Jan-19	Would introduce regulations to allow short term rental in residential zoning districts.	This text change was delivered to the City Council on April 2, 2019.	Holland	Council Review/Committee

*the date that Council authorized the text change or the process was initiated by staff