



CITY OF BELMONT PLANNING & ZONING

COMMUNITY MEETING APPLICATION SUPPLEMENT

To enhance public engagement and dialog between various interested parties on development projects, the city has expanded its community meeting requirements. Conditional zoning projects are now required to hold two community meetings at various stages of the plan review, before being heard by the Planning and Zoning Board.

Initial community meeting: Upon determination of completeness and general conformity of a **sketch plan** with the Land Development Code, the planning department will authorize the applicant to conduct the first community meeting. This meeting provides the opportunity for the development team to introduce its development project and answer questions. The development team is responsible meeting notification, taking meeting minutes, and submitting a meeting report to the planning department as prescribed below. The meeting report is required to be submitted to the city prior to submission of the schematic plan. Staff will review the report and discuss the community input with the development team.

Second community meeting: Upon determination of completeness and general conformity of a **schematic plan** with the Land Development Code, the planning department will authorize the applicant to conduct the second community meeting. This meeting provides the opportunity for the development team to share any changes to the plan that may have occurred after the initial presentation and answer questions prior to the public meeting with the Planning and Zoning Board. As with the initial meeting, the development team is responsible meeting notification, taking meeting minutes, and submitting a meeting report to the planning department as prescribed below. The meeting report is required to be submitted a minimum of ten (10) calendar days prior to the planning and zoning board public meeting.

Criteria

COVID-19 MEETINGS: As long as COVID-19 protocols remain in place, meetings must be conducted in compliance with any in-person compliance restrictions. There are various tools available to conduct virtual meetings using web-based meeting service. Webinar software can be a great tool to engage community members in deeper conversations and can help build and maintain connections while people are social distancing. A digital recording shall be provided along with the written minutes if utilizing a virtual platform for a community meeting. Applicant is also required to accept all forms of comments whether by phone, in writing, or through the virtual platform if a meeting is not held in-person.

- **Meeting Notice Requirements:** Notice of a community meeting shall be given to the property owners and organizations entitled to notice as determined by City policy (policy requires that notification include property owners within 200 feet excluding roadways and neighborhood organizations (HOAs) within 500 feet of the project site). The applicant is responsible for mailing the community meeting notice ten (10) calendar days prior to the scheduled meeting, including a copy of the notice to the Planning & Zoning Department.
 - The notice shall include, at a minimum:
 - The date, time and location of the meeting.
 - A brief description of the proposed project and any associated project illustrations.
 - Other methods of obtaining project information such as a project website link or person to contact for more information.
- **Meeting Location:** The meeting should be held in a neutral location near the project site.
- **Community Meeting Report:** The adequacy of a meeting held, or report filed pursuant to this section, shall be considered by the City Council but shall not be subject to judicial review. The report shall include:
 - A listing of those persons and organizations contacted about the meeting and the manner and date of contact.
 - The date, time, and location of the meeting.
 - A roster of persons in attendance at the meeting.
 - A summary of issues discussed at the meeting.
 - A description of any proposed changes to the project planned by the development team as a result of the meeting.

A sample of a community meeting form is attached for use as a guide.

COMMUNITY MEETING FORM

Date of community meeting: 12/28/2020

Time of meeting: 6:00 p.m.

Location: Virtual meeting via Zoom

Persons in attendance at meeting: (Include a copy of the sign in sheet).

Summary of issues discussed and changes made to the petition as a result of the meeting:

See following report for attendance log and summary of items discussed.

Additional sheets may be attached to continue this answer.

Note that in the event the petitioner has not held a community meeting as required, the petitioner must file a report documenting efforts that were made to arrange such a meeting and stating the reasons such a meeting was not held.

Dixon Village Community Input Meeting
Hosted by Habitat for Humanity of Gaston County, Inc.
Monday, December 28, 2020 at 6:00 pm via Zoom

Attending:

Kay Peninger – Habitat Executive Director

Anne Schenk – Habitat Board

Steve Whitesell – Habitat Board

Andy Ratchford – Habitat Board

Tom Ras – Thomas Construction

Brent Cowan - Issacs Group

Cathy Young – Allen Tate Realty

Adam Penley – Abbington Woods Neighborhood Homeowner

Jan Chapman – Abbington Woods Neighborhood Homeowner

John and Terry Williams – Abbington Woods Neighborhood Homeowner

Joanne Dauer – Abbington Woods Neighborhood Homeowner

Jean (Last name unknown)

704-819-3921 (Name Unknown)

Kay Peninger welcomes everyone to the meeting, reviews the guidelines to conduct the meeting, introduces herself and Habitat for Humanity of Gaston County. She describes the Dixon Village project.

Brent Cowan introduces himself. He explains that the Dixon Village project had originally began in 2010 and that the site plans are quite similar to the plans from 2010.

John Williams asks if the green space behind his house will be trees.

Brent shares the screen so that everyone can see the site plans. He then zooms into Lot 31 which is the lot of John and Terry Williams to show the space behind Lot 31. Brent explains that the city will decide whether the area will be tree space or a community garden as part of improved common open space. Brent points out that the Dixon Village project team prefers to leave the space as tree space, but repeats that the Belmont City Council will make the decision.

Cathy Young adds in that it is important for the Dixon Village team to hear what the surrounding neighbors desire and that it is important to share at this meeting as the city of Belmont will take this into consideration.

Brent Cowan agrees with Cathy Young.

Adam Penley stated that he prefers to keep the space as tree space. His home backs up to COS#1 and it's important to him that the area be designated as tree save.

John and Terry Williams stated that the tree save is their preference as well.

Joanne Dauer agrees with her neighbors that she prefers the area as tree save.

Jan Chapman and her husband agree with their neighbors that they prefer the area as tree save.

Joanne Dauer states her concern about the resale value of the homes in the neighborhood and asks when the groundbreaking will take place.

Kay Peninger answers Joanne's question saying the groundbreaking is anticipated to take place beginning late spring and that we hope to begin building in June or July.

Kay mentions that Adam Penley had also asked her a question about the home values over an email prior to the meeting. Kay shared that Habitat International requires Habitat houses to be sold at fair market value as determined by an independent appraiser. They will ensure that the surrounding home values won't be negatively affected.

Adam Penley asks what the square footage of the homes will be.

Kay replies that there will be three- and four-bedroom homes. The three-bedroom homes will be approximately 1100-1200 sq. ft. and the four-bedroom homes will be approximately 1200-1400 sq. ft.

John Williams asks if the homes will have driveways. He is concerned about parking on the sides of the road.

Brent Cowan answers that the houses will have driveways, but they will not have garages. Brent drew the location of the house and driveway on the site plan and showed it to the audience through screen share.

Adam Penley asks if there will be an HOA for Dixon Village.

Kay answered that there will be an HOA to cover annual maintenance and to keep the neighborhood looking nice.

Joanne Dauer asks if the project will be done in phases.

Kay answers that the project will continue to be built until finished. It will not be in phases.

Jan Chapman mentions that there has been a water pressure issue in their neighborhood for years. She and her neighbors talked to the city about the issue. She says that the town promised to fix the issue with a new water tower. With this new neighborhood, will this issue be addressed and finally fixed?

Brent Cowan answered that the Dixon Village team is aware of the issue and that Adrian Miller, the city manager, has begun the process of addressing this issue thanks to the Dixon Village development.

Adam Penley agrees that the water pressure has been an issue for years and he looks forward to the issue being fixed.

Adam Penley asks Kay to explain the 1/3 Habitat homes and 2/3 Market Value homes situation.

Kay Peninger explained that 1/3 of the houses will address the number of future homeowners who will be ready to purchase a house and that the rest will be entry-level buyers and that we are addressing two housing needs with this project.

John Williams asks if the Dixon Village neighborhood will be served by public transportation.

Kay answers that it would be a great idea if the city added a bus route that connected the neighborhood to public transportation.

Cathy Young adds that the project team wants to reassure the neighbors. Even without garages with the houses, the value of the homes will be great. The goal of the Dixon Village project is that one won't be able to spot the Habitat houses. All of the houses will look the same from the street. Cathy mentions that Tom Ras is a great partner and has plenty of experience with building custom homes. We want to assure you that the value of your home will not be negatively impacted.

Tom Ras replies that our goal is to build a variety of homes that will have different looks rather than the regular "cookie cutter" Habitat homes. We hope that other Habitats and counties will follow the example of the mixed-income neighborhood.

Adam Penley asks when the next communication will be.

Kay explains that the meeting and neighbor concerns will be reviewed by the city of Belmont and then we will move forward.

The meeting ends.