

## MEMORANDUM

To: Charlotte Planning Commission  
Copy: Project Steering Committee  
From: Darren Schibler, Senior Planner  
Date: March 29, 2024  
Re: Charlotte Villages Master Plan Update

### Overview

The Planning Commission has requested monthly updates on the status of the East and West Village Master Plan project. The table below summarizes the project status within the overall scope of work and timeline:

Task / Subtask	Current Timeline	Status
1A: Kickoff	9/29/2023	Complete
1B: Steering Committee	3 <sup>rd</sup> Weds., 8:30am	Ongoing
2A: Base Mapping & Data Collection	Oct – Dec 2023	Complete
2B: Website	Oct – Dec 2023 & beyond	Complete, updates ongoing
2Ci: PPP Development	Oct – Dec 2023	Complete, updates ongoing
2Cii: Initial Outreach	Dec 2023 – Feb 2024	Complete
2Ciii: Design Charette and Survey	Feb 26 – Apr 11, 2024	Announced / Open
2Civ: Draft Presentation	May / June 2024	To be informed by Task 2Cii-iii
2D: Design & Graphics	Dec 2023 – May 2024	To be informed by Tasks 2A, 2C
3: Bylaw Updates	Apr 2024 – Dec 2024	To be informed by Task 2
4: Bylaw Outreach	Jan 2025 – Mar 2025	To be informed by Task 3

### Recent Progress

- Design Workshop
  - The in-person Villages Design Workshop was a huge success. There were 55 attendees and robust discussions about the future of both the East and West Villages. Participants shared what their “Ideal Visit” to the Villages would look like as well as their perspectives on community spaces, building density and scale, and transportation to and from as well as within the areas.
  - A [full summary](#) is available on the [project website](#).
  - While publicizing the workshop, the project team learned that many people couldn’t attend that day or in-person. To accommodate this, we are also hosting a Virtual Design Workshop via Zoom on Wednesday, April 10<sup>th</sup> at 6:00pm. This will replicate the in-person workshop need not attend virtually but are of course welcome.

- Visual Preference Survey ([https://bit.ly/Villages\\_visual\\_preference\\_survey](https://bit.ly/Villages_visual_preference_survey))
  - The Survey was extended to April 11 to allow for continued responses through the end of the second design workshop. Once the survey is closed, a full summary will be written up and included in the report with the concept plan.
  - The survey is still skewing towards an older demographic – ages 0-17 and 18-24 are very under-represented compared to the community’s composition. The project team hopes to garner more survey responses from youth by partnering with the Central School PTO and through direct outreach to high school students.
  - The Survey currently has 168 responses reflecting a wide range of opinions – for every image, there was at least one “strongly like” or “strongly dislike” response.
  - Overall, there is a clear community consensus to retain the modest scale of buildings within the Village while promoting higher density of these buildings, primarily residential with limited commercial serving the immediate area.
  - There is also strong support for creating vibrant community spaces, adding just enough parking to meet demand while emphasizing attractive design, and improving opportunities for walking and biking, provided costs are reasonable. There is not a strong desire for adding or changing wayfinding due to the limited number of destinations.
- Focus groups with Village residents have been scheduled for Thursday, April 11<sup>th</sup>.
  - West Village: 3:30pm – 5:00pm at the Charlotte Senior Center
  - East Village: 7:00pm – 8:30pm at Our Lady of Mt. Carmel Church
  - These listening sessions will allow residents to share their hopes, concerns, and perspectives on the project following the themes surfaced in prior conversations and the design workshops.

#### Next Steps

- Conduct virtual design workshop
- Analyze Visual Preference Survey results after it closes on 4/11
- Conduct focus groups with residents of each Village on 4/11
- Begin developing the concept plans and graphics based on the above
- The next Steering Committee meeting is April 17<sup>th</sup> at 9:00am