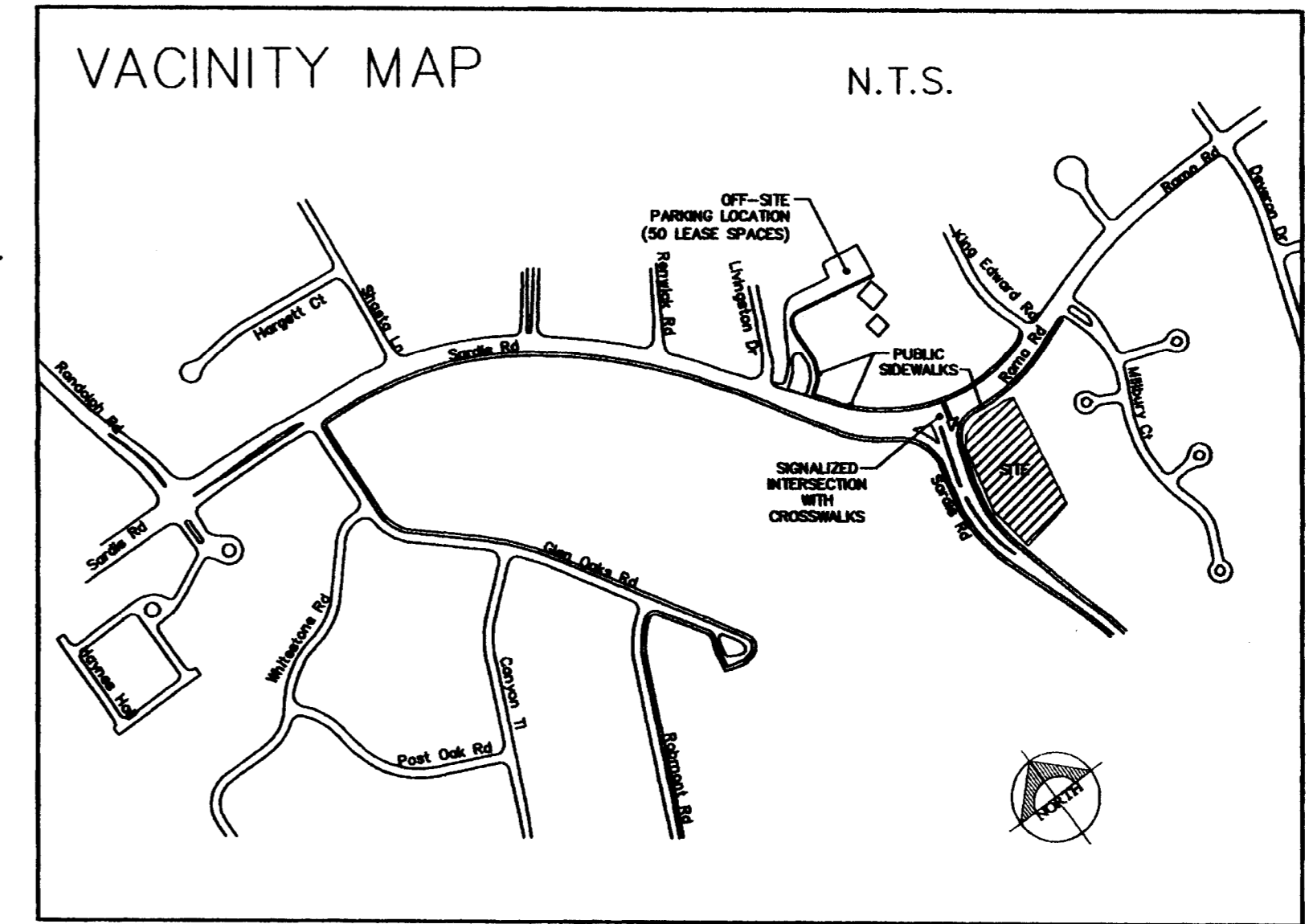


1. DEVELOPMENT DATA TABLE

a. SITE ACREAGE	2.89 ACRES
b. TAX ID	18805484
c. EXISTING ZONING	INST. (C2) SPA
d. PROPOSED ZONING	INST. (C2) SPA (TO APPROVE ADDITIONAL BUILDINGS AND SITE IMPROVEMENTS)
e. EXISTING AND PROPOSED USES	
e-1. EXISTING MAJOR HOUSE	2 OFFICES, ADMINISTRATION SPACE, LOUNGE, RESTROOMS, BREAK-OUT ROOMS
	TOTAL BLDG. SQ. FT. 3,087 SQ. FT.
	PARKING 74 SPACES (1 SPACE PER 300 SQ. FT.)
e-2. EXISTING CONFERENCE CENTER	3 OFFICE ADMIN. LOUNGE, RESTROOMS, LARGE ASSEMBLY SPACE, BREAK-OUT ROOMS
	TOTAL BLDG. SQ. FT. 4,730 SQ. FT.
	TOTAL SQ. FT. OF LARGE ASSEMBLY SPACE 1,620 SQ. FT. (15 #/ PERSON = 108 PEOPLE, 1 SP. PER 4 PEOPLE)
	TOTAL SQ. FT. OFFICE 304 SQ. FT. (1 SPACE PER 300 SQ. FT.)
	PARKING 29 SPACES
e-3. PROPOSED 1-STORY EVENTS BUILDING	RESTROOMS, LARGE ASSEMBLY SPACE, OFFICE
	TOTAL BLDG. SQ. FT. 8,180 SQ. FT.
	TOTAL SQ. FT. OF LARGE ASSEMBLY SPACE 3,068 SQ. FT. MAXIMUM (15 #/ PERSON = 200 PEOPLE)
	(INCLUDING OFFICE SPACE)
	PARKING 50 SPACES (1 SPACE PER 4 PEOPLE)
e-4. PROPOSED 1-STORY BREAK-OUT SPACE A	
	TOTAL SQ. FT. 540 SQ. FT. MAXIMUM
	(NO PARKING IS REQUIRED (SEE NOTE #4) BELOW)
e-5. PROPOSED 1-STORY BREAK-OUT SPACE B	
	TOTAL SQ. FT. 540 SQ. FT. MAXIMUM
	(NO PARKING IS REQUIRED (SEE NOTE #4) BELOW)
e-6. PROPOSED 1-STORY BREAK-OUT SPACE C	
	TOTAL SQ. FT. 300 SQ. FT. MAXIMUM
	(NO PARKING IS REQUIRED (SEE NOTE #4) BELOW)
f. TOTAL SQUARE FOOTAGE OF CONFERENCE CENTER	10,088 SQ. FT.
g. HEIGHT	10.088 SQ. FT. (2.89 ACRES (117,200 SQ. FT.) = 0.88)
h. FLOOR AREA RATIO	MAXIMUM OF ONE STORY (PROPOSED BUILDINGS)
i. SETBACKS	
	MIN. SETBACK 40 FT.
	MIN. SIDEYARD 20 FT.
	MIN. REARYARD 20 FT.
j. PARKING	
j-1. REQUIRED PARKING	50 SPACES
j-2. EXISTING ON-SITE PARKING	45 SPACES
j-3. PROPOSED ON-SITE PARKING	2 SPACES
j-3(a). TOTAL ON-SITE PARKING	47 SPACES
j-4. PROPOSED OFF-SITE PARKING	46 SPACES
j-4(a). OFF-SITE PARKING WITH A FIVE YEAR LEASE AGREEMENT	50 SPACES



WHITEHEAD MANOR RETREAT CENTER

ATTACHED TO ADMINISTRATIVE APPROVAL

DATED: 12-17-14

APPROVED BY: *[Signature]*

FILE NO. CODE #

PROJECT NUMBER

SUBMITAL

ISSUE DATE

SEP 20, 2013

BRW/IN

ECM

ECM

REV. 1 DATE

NOVEMBER 15, 2013

REV. 2 DATE

DECEMBER 23, 2013

REV. 3 DATE

JANUARY 23, 2014

REV. 4 DATE

NOVEMBER 18, 2014

REV. 5 DATE

REV. 6 DATE

TITLE

PETITION NO. 2013-099 ZONING PLAN

ADMINISTRATIVE AMENDMENT

2. GENERAL PROVISIONS

a. UNLESS OTHER STANDARDS ARE ESTABLISHED BY THE ZONING PLAN OR THESE DEVELOPMENT STANDARDS, ALL DEVELOPMENT STANDARDS ESTABLISHED UNDER THE CITY OF CHARLOTTE ZONING ORDINANCE (THE "ORDINANCE") FOR THE INSTITUTIONAL ZONING DISTRICT SHALL BE FOLLOWED IN CONNECTION WITH THE DEVELOPMENT TAKING PLACE ON THE SITE DEPICTED ON THIS ZONING PLAN.

b. THE DEVELOPMENT DEPICTED ON THIS PLAN IS INTENDED TO REFLECT THE ARRANGEMENT OF PROPOSED USES ON THE SITE, BUT THE EXACT CONFIGURATION, PLACEMENT, AND SIZE OF INDIVIDUAL SITE ELEMENTS MAY BE ALTERED OR MODIFIED WITHIN THE LIMITS PRESCRIBED BY THE ORDINANCE DURING THE DESIGN DEVELOPMENT AND CONSTRUCTION PHASE.

c. THE PETITIONER ACKNOWLEDGES THAT OTHER STANDARD DEVELOPMENT REQUIREMENTS IMPOSED BY OTHER CITY ORDINANCES, SUCH AS THOSE THAT REGULATE STREETS, SIDEWALKS, TREES, AND SITE DEVELOPMENT, MAY APPLY TO THE DEVELOPMENT OF THIS SITE. THESE ARE NOT ZONING REGULATIONS, ARE NOT ADMINISTERED BY THE ZONING ADMINISTRATOR, AND ARE NOT SEPARATE ZONING CONDITIONS IMPOSED BY THIS SITE PLAN. CHANGES TO THE ZONING PLAN WILL BE REVIEWED AND APPROVED AS ALLOWED BY SECTION 6.207 OF THE ORDINANCE.

3. PERMITTED USES

a. THE SITE WILL BE DEVELOPED TO ADD A 1-STORY EVENTS BUILDING AND THREE (3) SMALLER BREAK-OUT ROOMS AS ALLOWED BY THE USES PERMITTED UNDER SECTION 9.502(3.1) OF THE ORDINANCE FOR A CONFERENCE CENTER, INCLUDING FACILITIES FOR CORPORATE MEETINGS, TRAINING, RETREATS, WEDDINGS AND WEDDING RECEPTIONS (WITH OFFICE AS ACCESSORY). BREAK-OUT ROOMS ARE DEFINED AS SMALLER BUILDINGS UTILIZED TO SUPPORT EVENTS ASSOCIATED WITH THE THREE LARGER BUILDINGS ON THE SITE (SEE NOTE 9.0).

b. THE PROPOSED BUILDINGS ON THE SITE WILL SATISFY OR EXCEED THE SETBACK, SIDE YARD, REAR YARD, SCREENING AND BUFFER REQUIREMENTS ESTABLISHED UNDER THE ORDINANCE.

c. THE EXISTING USE OF THE SITE WILL BE PRESERVED. PROPOSED SITE IMPROVEMENTS AND NEW EVENTS BUILDING & BREAK-OUT ROOMS WILL SUPPORT THE EXISTING CONFERENCE CENTER UTILIZING THE EXISTING MANOR HOUSE AND RETREAT CENTER BUILDING.

4. TRANSPORTATION

a. PARKING LAYOUT IS GENERAL AND WILL BE MODIFIED TO SAVE EXISTING TREES.

b. PARKING, BOTH ON-SITE AND OFF-SITE, WILL PROVIDED WHICH WILL MEET OR EXCEED THE STANDARDS OF THE ZONING ORDINANCE. ON-SITE PARKING WILL BE LOCATED SO AS TO MINIMIZE THE NEED TO REMOVE TREES FROM THE SITE. IT IS THE PETITIONER'S INTENT TO LOCATE THE PARKING WITHIN EXISTING GRAVEL ROAD BED IN SMALL PODS SCATTERED AMONG THE TREES SO AS TO MINIMIZE THE OVERALL IMPACT AND TO PRESERVE AS MANY OF THE LARGE TREES AS POSSIBLE. THE PETITIONER WILL CONSULT WITH THE URBAN FORESTRY STAFF AS TO THE DETAILS OF THE PARKING LAYOUT AND ITS RELATIONSHIP TO TREES AND THEIR ROOT ZONES. SOME TREES MAY NEED TO BE REMOVED, BUT THE TREES NOTED ON THE SITE PLAN LOCATED AWAY FROM PARKING AND DRIVE AISLES AND BUILDING AREAS WILL BE PRESERVED. PAVED PORTIONS OF OLD DRIVEWAYS THAT ARE NOT TO BE USED WILL BE REMOVED.

c. THE OPERATION OF THE CONFERENCE CENTER ON THE SITE WILL SCHEDULE ACTIVITIES, SUCH AS CONFERENCE MEETINGS, SO AS TO AVOID PEAK TRAFFIC HOURS AND WILL COORDINATE WITH PROVIDENCE DAY SCHOOL TO MITIGATE IMPACTS ON SCHOOL ACTIVITIES.

d. THE PARKING AGREEMENT FOR OFF-SITE PARKING WILL BE FILED IN THE REGISTER OF DEEDS PRIOR TO ISSUANCE OF ANY PERMITS.

5. ARCHITECTURAL STANDARDS

a. THE PETITIONER SHALL ENSURE THAT THE PROPOSED DESIGN AND PLACEMENT OF THE PROPOSED STRUCTURES, ALONG WITH THE BUILDING MATERIALS, WILL SERVE TO ENHANCE THE EXISTING STRUCTURES AND THE OVERALL CHARACTER OF THE SITE.

b. THE PROPOSED EVENTS CENTER AND MEETING SPACES WILL BE DESIGNED TO COMPLEMENT THE EXISTING MANOR HOUSE. DESIGN ELEMENTS SUCH AS PORCHES, BALCONIES, DOWNERS, CLERESTORIES, AND ROOF LINES WILL BE INCORPORATED INTO THE DESIGN. THE FOOTPRINT AND MASSING OF THE PROPOSED BUILDINGS MAY BE ADJUSTED TO REDUCE THE IMPACT ON NEARBY TREES.

c. OWNERS WILL CONSULT WITH THE LANDMARKS COMMISSION STAFF CONCERNING THE POTENTIAL HISTORIC DESIGNATION OF THE PROPERTY AND THE ARCHITECTURE OF THE PROPOSED BUILDINGS FOR THE RETREAT CENTER.

d. DUMPSTERS AND ROLL-OFF CONTAINERS SCREENED WITH GATED ENCLOSURES TO BE USED.

6. STREETScape AND LANDSCAPING

a. A CLASS C BUFFER WILL BE PROVIDED PER SECTION 12.302 OUTSIDE THE EXISTING 10' UTILITY EASEMENT AS NOTED ON THE SITE PLAN. THE BUFFER MAY BE REDUCED BY 25% TO 15 FEET IN WIDTH, WITH A MINIMUM SIX FOOT TALL WALL OR FENCE WITHIN THE INNER HALF OF THE BUFFER.

b. EXISTING TREES TO BE PRESERVED WILL HAVE TREE PROTECTION FENCINGS PLACED AROUND THEIR DROPP LINES TO PREVENT DISTURBANCES TO ROOT ZONES DURING ALL PHASES OF CONSTRUCTION. OWNER TO RETAIN ARBORIST/HORTICULTURIST TO PREPARE A PROTECTION PLAN FOR TREES TO BE SAVED.

c. BUFFER AREAS REQUIRED BY THE ZONING ORDINANCE WILL BE DEVELOPED IN ACCORDANCE WITH SECT. 12.302. BUFFERS WILL NOT BE REDUCED.

d. SCREENING WILL CONFORM TO THE APPLICABLE STANDARDS OF SECT. 12.303 OF THE ZONING ORDINANCE.

e. ON-SITE PARKING AND LOADING AREAS WILL BE SCREENED PER SECTION 12.303.

f. PLANTINGS IN SIGHT TRIANGLE WILL BE LOW LYING AND WILL NOT OBSTRUCT VISIBILITY.

7. ENVIRONMENTAL FEATURES

a. THE PETITIONER SHALL COMPLY WITH THE CHARLOTTE CITY COUNCIL APPROVED AND ADOPTED POST CONSTRUCTION CONTROLS ORDINANCE.

8. SIGNAGE

a. SIGNAGE WILL BE PERMITTED IN ACCORDANCE WITH APPLICABLE ZONING STANDARDS. THE EXACT LOCATION OF THE SITE SIGNAGE WILL BE DETERMINED AS PART OF THE DETAILED CONSTRUCTION AND LANDSCAPING PLANS FOR THE SITE. DETACHED SIGNAGE TO BE THREE FEET IN HEIGHT AND 24 SQUARE FEET IN AREA. BUILDING SIGNS MUST BE PROHIBITED.

9. OTHER

a. THROUGHOUT THIS ZONING PETITION, THE TERMS "OWNER", "OWNERS", OR "PETITIONER" SHALL, WITH RESPECT TO THE SITE, BE DEEMED TO INCLUDE THE HEIRS, DEVISEES, PERSONAL REPRESENTATIVES, SUCCESSORS IN INTEREST AND ASSIGNEES OF THE OWNER OR OWNERS OF THE SITE WHO MAY BE INVOLVED IN ITS DEVELOPMENT FROM TIME TO TIME.

b. THE THREE (3) PROPOSED ONE-STORY BREAK-OUT ROOMS (LABELED "A", "B", AND "C" ON THIS ZONING PLAN) ARE DESIGNATED TO PROVIDE BREAK-OUT ROOMS FOR EVENTS ASSOCIATED WITH THE EVENTS BUILDING, RETREAT CENTER OR MAJOR HOUSE ON THE SITE AND WILL ONLY BE USED BY THE SAME TENANTS OCCUPYING THESE LARGER BUILDINGS. BREAK-OUT ROOMS WILL NOT BE LEASED SEPARATELY FOR DIFFERENT EVENTS.

c. THE PROPOSED ROOF OVER THE EXISTING SECOND FLOOR PORCH SHALL NOT ENCLOSE THE SPACE OR INCLUDE HEATED FLOOR AREA. THE USE OF THE PORCH SHALL REMAIN AS PERMITTED, AS AN ACCESSORY USE TO THE CONFERENCE CENTER, AND NOT CONTRIBUTE ANY ADDITIONAL OCCUPANTS TO THE BUILDING OR PARKING CAPACITY.

Charlotte-Mecklenburg Planning Department

DATE: December 17, 2014

TO: Mark Fowler
Zoning Supervisor

FROM: Ed McKinney
Interim, Planning Director

SUBJECT: Administrative Approval for Petition No. 2006-143 Michael T. Whitehead and Elizabeth Whitehead

Attached is the revised site plan and elevations for the proposed roof for an existing patio. The modifications allow a roof to be constructed and a note that the patio space will not be enclosed. Since this change does not alter the intent of the development and meets the requirements of the Charlotte Zoning Ordinance Section 6.207 Alterations to Approval, minor changes, I am administratively approving this plan. Please use these plans when evaluating requests for building permits and certificates of occupancy.

Reasons for Staff's support of the request:
* The site plan and elevations complies with the conditional notes and still meets the intent of the plan approved by the City Council.

Note: All other Zoning, Subdivision, Tree Ordinances and conditional requirements still apply.

Signage was note reviewed as part of this request.