

# CITY OF HIGH POINT AGENDA ITEM



**Title:** Zoning Map Amendment 21-36  
(Caliber Car Wash, LLC)

**From:** Chris Andrews,  
Interim Planning & Development Director

**Meeting Date:** February 21, 2022

**Public Hearing:** Yes

**Advertising Date:** February 9, 2022, and  
February 16, 2022

**Attachments:** A. Staff Report  
B. Zoning Ordinance

**Advertised By:** Planning & Development

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## PURPOSE:

A request by Caliber Car Wash, LLC to rezone the western 0.36-acre portion of Guilford County Tax Parcel 194626 from the Residential Multifamily-16 (RM-16) District to the General Business (GB) District. The area to be rezoned lies along the north side of Oxford Place, approximately 300 feet west of N. Main Street (western portion of 2401 N. Main Street).

## BACKGROUND:

The Planning and Zoning Commission reviewed this request at their January 25, 2022 public hearing. All members of the Commission were present except for Mr. Alex Moore. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

### Speaking on the request:

The applicant's representative, Mr. Patrick Lineberry, attorney with Tuggle Duggins, 400 Bellemeade Street, Greensboro, spoke in favor of the request. Mr. Lineberry provided an overview of this request to redevelop the site for a car wash facility and made himself available for questions.

There were no speakers in opposition to the request.

## BUDGET IMPACT:

There is no budget impact.

## RECOMMENDATION / ACTION REQUESTED:

### A. Staff Recommendation

Staff recommended **approval** of this request as outlined in the attached staff report.

### B. Planning and Zoning Commission Action

1. The Planning and Zoning Commission recommended **approval** of this request, as recommended by staff, by a vote of 8-0.

2. Consistency and Reasonableness Statements

The Planning and Zoning Commission voted 8-0 to approve the following statement:

That Zoning Map Amendment 21-36 is consistent with the City's adopted policy guidance because the proposed GB District is supported by the Community/Regional Commercial designation of the Land Use Plan. Furthermore, the portion of the parcel to be rezoned has been used for commercial

activities since the early 1990s and the proposed rezoning will promote a consistent zoning pattern along this portion of the N. Main Street Corridor.

**CITY OF HIGH POINT  
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT  
ZONING MAP AMENDMENT ZA-21-36  
January 25, 2022**

| <b>Request</b>  |   |
|---|---|
| <b>Applicant:</b><br>Caliber Car Wash, LLC                    | <b>Owner:</b><br>Welborne Real Estate, LLC              |
| <b>Zoning Proposal:</b><br>To rezone approximately 0.38 acres | <b>From: RM-16</b> Residential Multifamily -16 District |
|   | <b>To: GB</b> General Business District                 |

| <b>Site Information</b>                |   |
|--|---|
| <b>Location:</b>                       | The area to be rezoned lies along the north side of Oxford Place, approximately 275 feet west of N. Main Street   |
| <b>Tax Parcel Number:</b>              | Guilford County Tax Parcel 194626 (western portion of this tax parcel)  |
| <b>Site Acreage:</b>                   | Approximately 0.38 acres (16,621± square feet)  |
| <b>Current Land Use:</b>               | The zoning area is paved and used for parking or vehicular preparation area by the abutting automotive dealership.  |
| <b>Physical Characteristics:</b>       | The zoning site has no noteworthy features.   |
| <b>Water and Sewer Proximity:</b>      | A 12-inch City water line and an 8-inch City sewer line lies adjacent to the site along N. Main Street.   |
| <b>General Drainage and Watershed:</b> | The site drains in a westerly direction and is within the Yadkin Pee-Dee (non-water supply) watershed. Dependent upon development intensity, stormwater control measures may be required. |
| <b>Overlay Districts:</b>              | None  |

| <b>Adjacent Property Zoning and Current Land Use</b> |       |                                       |   |
|--|-------|---------------------------------------|---|
| <b>North:</b>  | GB    | General Business District             | Major vehicular establishment (Automotive dealership) |
| <b>South:</b>  | RM-16 | Residential Multifamily - 16 District | Townhome development                                  |
| <b>East:</b>   | GB    | General Business District             | Undeveloped   |
| <b>West:</b>   | RM-16 | Residential Multifamily - 16 District | Undeveloped parcel                                    |

| <b>Relevant Land Use Policies and Related Zoning History</b> |   |
|--|---|
| <b>Community Growth Vision Statement</b>                     | This request is neither consistent or inconsistent with the goals and objectives of the Community Growth Vision Statement.  |
| <b>Land Use Plan Map Classification:</b>                     | The site has a Community/Regional Commercial land use designation. This classification includes a wider range of retail or service uses intended to serve the entire community and nearby regional customers. |
| <b>Land Use Plan Goals, Objectives &amp; Policies:</b>       | This request is neither in conflict with the Land Use Plan's goals and objectives nor does it promote those goals and objectives.   |
| <b>Relevant Area Plan:</b>                                   | There are not any area plans that are applicable to this area.  |

|                        |  |
|------------------------|--|
| <b>Zoning History:</b> | <p><u>Zoning Map Amendment Case 82-08</u>: In 1982, the N. Main Street frontage of this parcel was rezoned from the Limited Business (LB) District to the General Business (GB) District under ZA-82-08.</p> <p><u>Zoning Map Amendment Case 84-21</u>: In 1984 the western portion of the zoning site and the abutting parcel to the west were rezoned from the Residential Single Family – 3 (R-3) District to the Office/Intuitional (OI) District. This area was changed to its current Residential Multifamily – 16 (RM-16) District as part of the 1992 update of the Development Ordinance and update to the Official City Zoning Map.</p> <p>Review of historical aerial photos reveals the area proposed for rezoning has been paved and used for parking associated commercial uses since the early 1990s.</p> |
|------------------------|--|

| <b>Transportation Information</b>               |   |                       |   |                         |
|---|---|-----------------------|---|-------------------------|
| <b>Adjacent Streets:</b>                        | <b>Name</b>   |                       | <b>Classification</b>   | <b>Approx. Frontage</b> |
|   | N. Main Street  |                       | Major Thoroughfare  | None                    |
|   | Oxford Place  |                       | Local Street  | 110 ft.                 |
| <b>Vehicular Access:</b>                        | Via driveway access from Oxford Place.  |                       |   |                         |
| <b>Traffic Counts:</b><br>(Average Daily Trips) | N. Main Street  |                       | 20,500 AADT (2020 NCDOT traffic count)  |                         |
|   | Oxford Place  |                       | No counts available   |                         |
| <b>Estimated Trip Generation:</b>               | Using the development data provided by the applicant, a car wash facility will generate approximately 39 PM peak-hour entering trips and approximately 39 PM peak-hour exiting trips. |                       |   |                         |
| <b>Traffic Impact Analysis (TIA):</b>           | <b>Required</b>   |                       | <b>TIA Comments</b>   |                         |
|   | <u>Yes</u>  | <u>No</u><br><b>X</b> | A TIA is not required. This analysis is only required for nonresidential developments that generate more than 100 trips within the AM or PM peak hours. |                         |
| <b>Comments:</b>                                | The City of High Point Transportation Director shall approve the exact location and design of all new or updated access points and improvements.                                      |                       |   |                         |

| <b>School District Comment</b>      |
|-------------------------------------|
| Not applicable to this zoning case. |

**Details of Proposal**

The zoning site consists of the western portion of Guilford County tax parcel 194626. The eastern two-thirds of this parcel, fronting along N. Main Street, has a GB District zoning designation. The western one-third of this parcel has a RM-16 District zoning designation. The applicant is requesting rezone of that western portion of this parcel to the GB District so that the entire parcel is governed by a single zoning district.

**Staff Analysis**

This parcel has a split zoning situation which has existed since the 1980s. The eastern two-thirds of this parcel is zoned for commercial uses while the western one-third of this parcel is zoned for multifamily uses. The applicant is proposing to develop a car wash facility on the parcel that will be

oriented toward N. Main Street. However, the proposed layout of this facility will extend into part of the RM-16 zoned portion of the parcel. The applicant is requesting rezoning of this western portion of the parcel to the GB District to support the proposed commercial development.

To ensure flexibility in land development oriented towards the N. Main Street corridor and to support a consistent zoning pattern, staff has suggested the applicant pursue rezoning to the GB District for the western one-third of this parcel. The request will allow the entire parcel to be governed by the same zoning standards and promote a consistent zoning pattern, as land to the north of the zoning site has a similar commercial zoning depth. Furthermore, the request is consistent with adopted land use policy as this entire parcel (including the current RM-16 zoned portion) is classified by the land use plan as Community Regional Commercial which supports a wider range of retail or service uses.

Section 2.4.20.C. of the Development Ordinance states that the advisability of a zoning map amendment is a matter committed to the legislative discretion of the City Council and is not controlled by any one factor. In determining whether to adopt or deny a proposed zoning map amendment, the City Council shall weigh the relevance of and consider the following:

**Consistency with Adopted Policy Guidance**

Whether and the extent to which the proposed zoning map amendment is appropriate for its proposed location, and is consistent with the City's adopted policy guidance.

**The proposed GB District is supported by the Community/Regional Commercial designation of the Land Use Plan.**

**Reasonableness/Public Interest:**

Why a decision to approve, or to deny, the proposed zoning map amendment would be reasonable and in the public interest.

**The portion of the parcel to be rezoned has been used for commercial activities since the early 1990s and the proposed rezoning will promote a consistent zoning pattern along this portion of the N. Main Street Corridor.**

**Recommendation**

**Staff Recommends Approval:**

The Planning and Development Department recommends approval of the request to rezone this 0.38-acre area to the GB District. The requested GB District will be compatible with the surrounding area and in conformance with adopted policy guidance.

**Required Action**

**Planning and Zoning Commission:**

The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

**City Council:**

The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be

accomplished by adopting the statements in the Staff Analysis section of this report or by adopting its own statement.

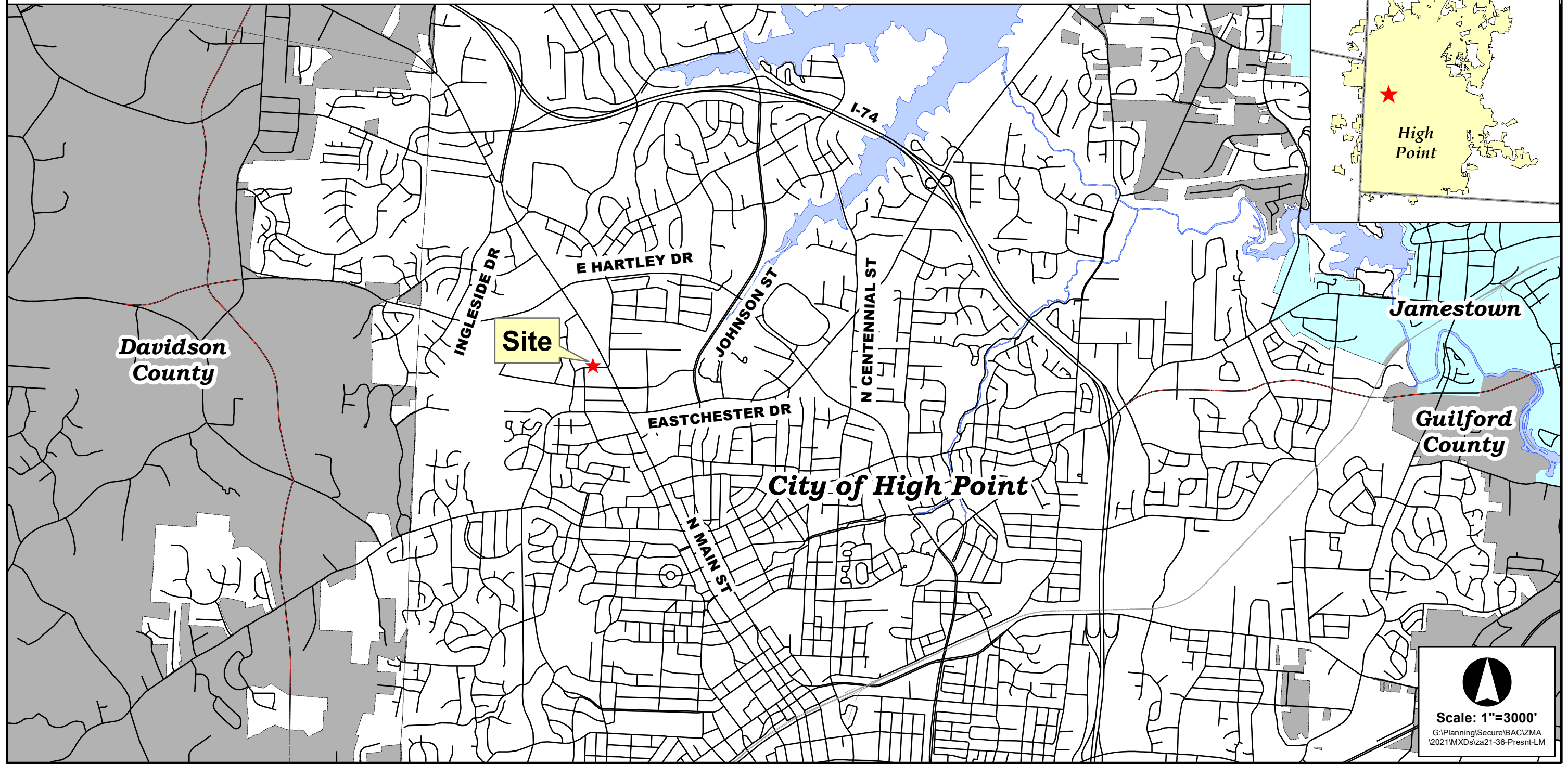
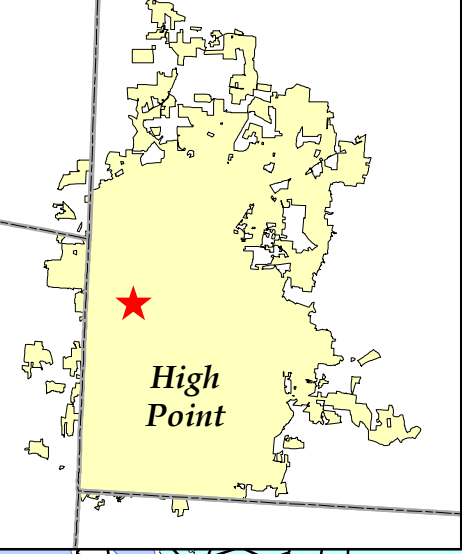
### **Report Preparation**

This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner and reviewed by Chris Andrews AICP, Interim Planning and Development Director.

# LOCATION MAP

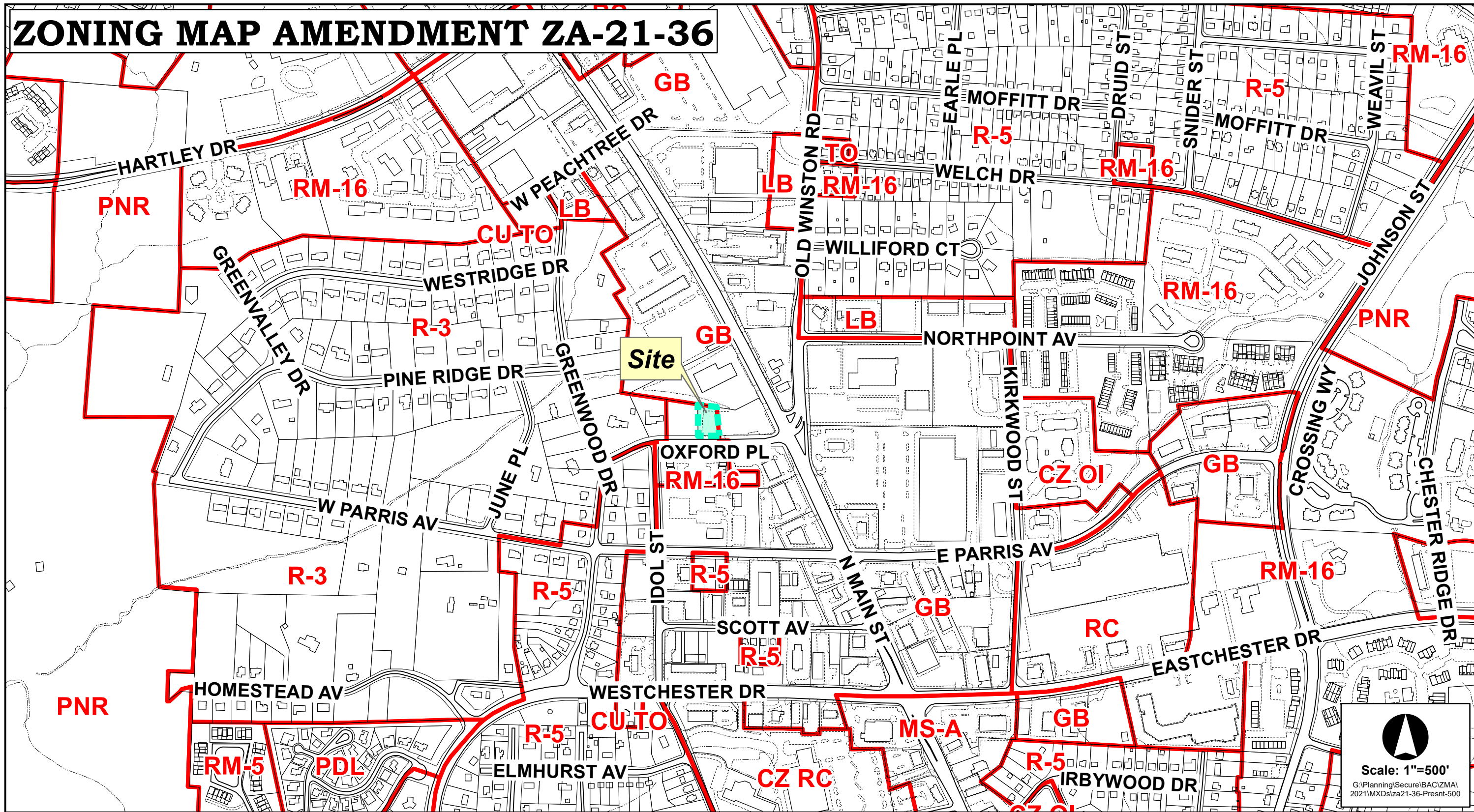
ZONING MAP AMENDMENT: ZA-21-36  
Applicant: Caliber Car Wash, LLC

*Vicinity Map*



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# ZONING MAP AMENDMENT ZA-21-36

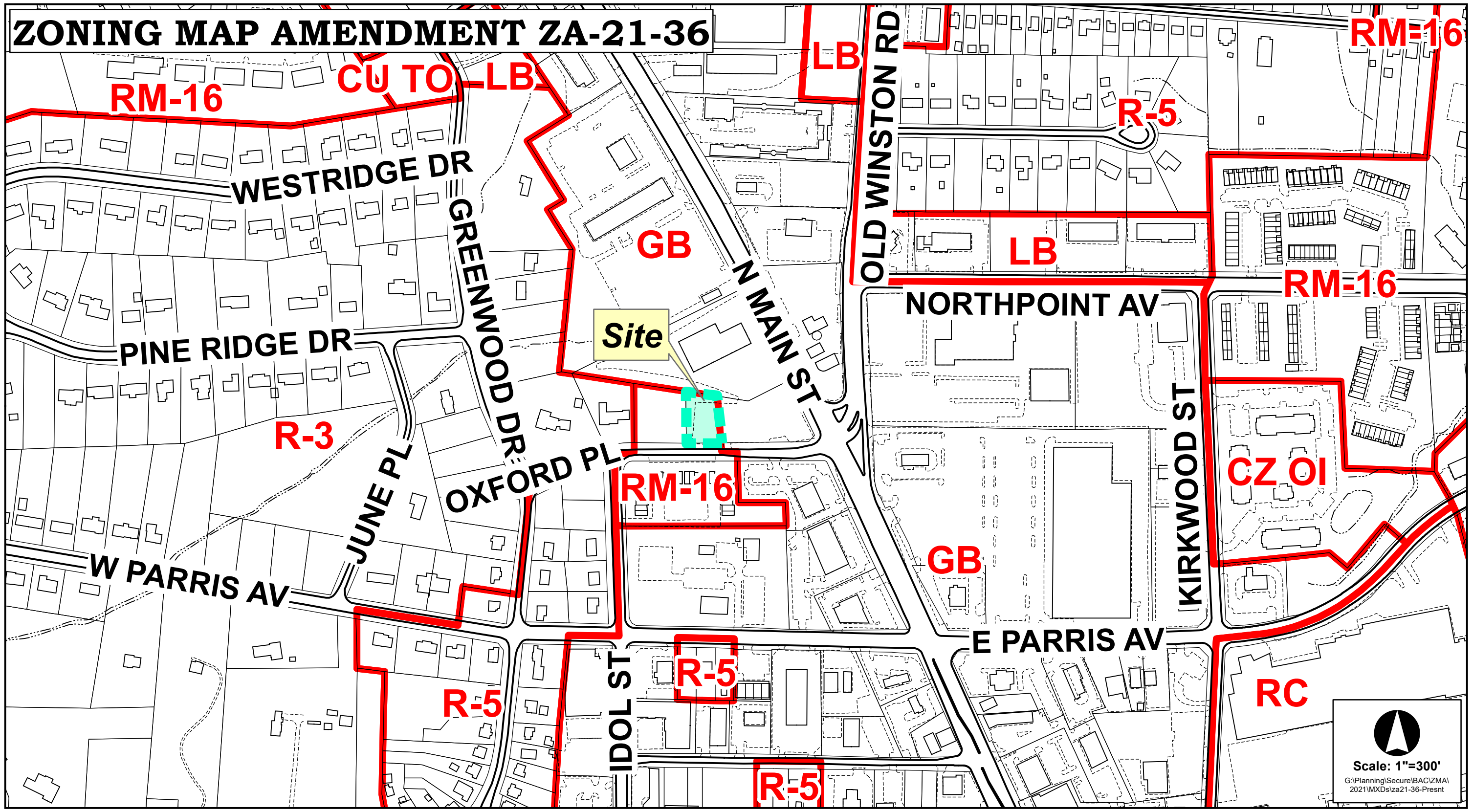


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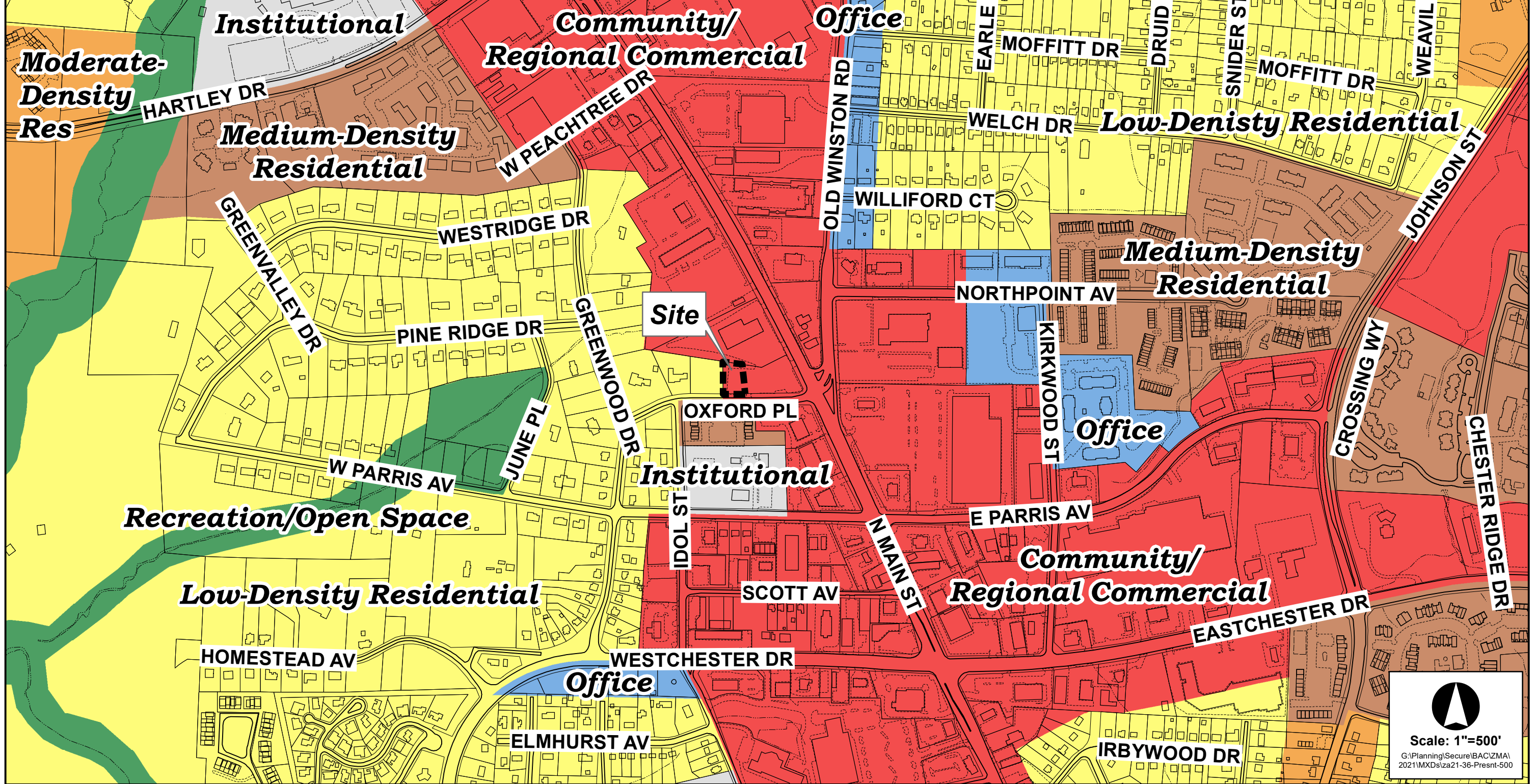



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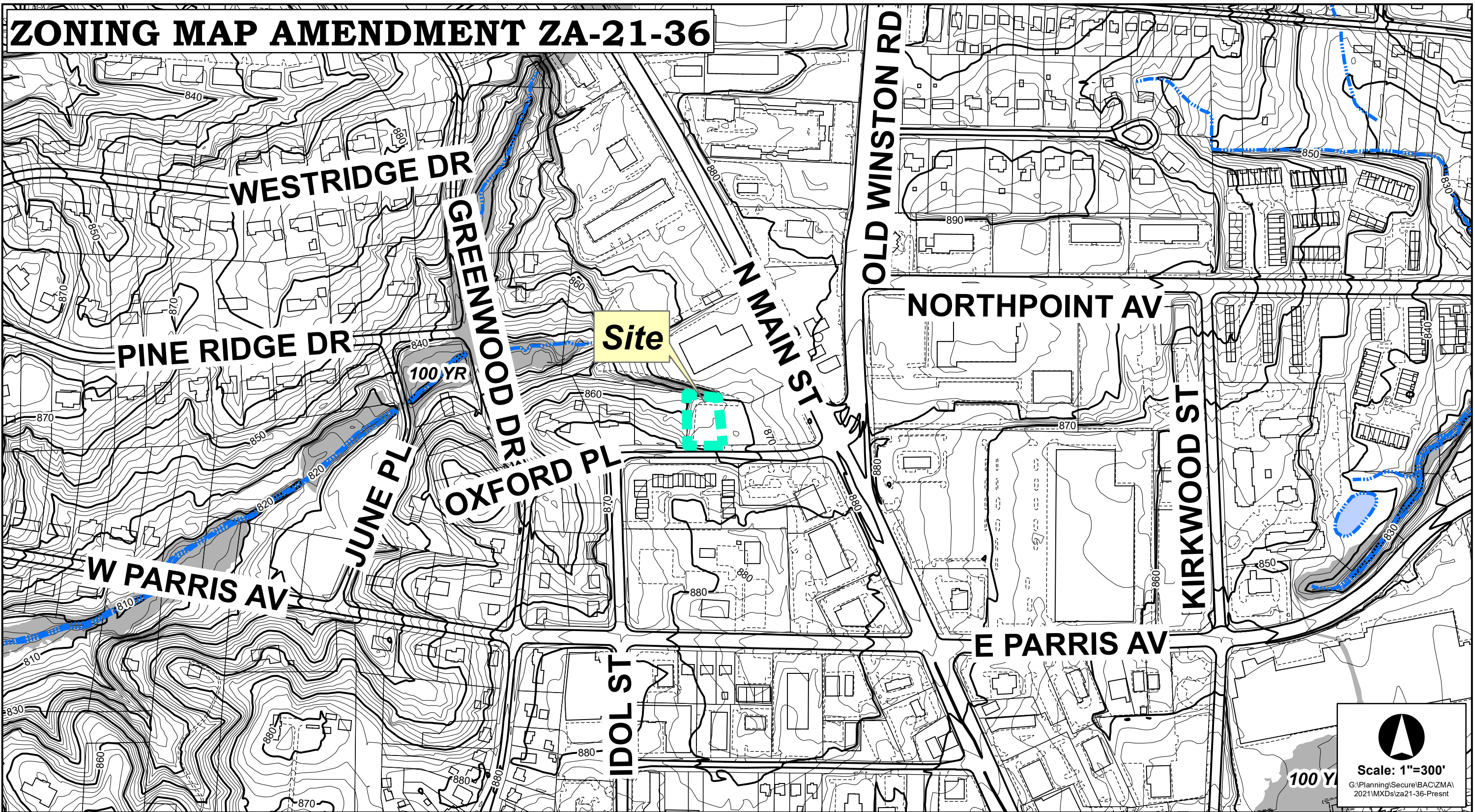
  
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# ZONING MAP AMENDMENT ZA-21-36

WESTRIDGE DR

PINE RIDGE DR

W PARRIS AV

JUNE PL

GREENWOOD DR

OXFORD PL

Site

N MAIN ST

OLD WINSTON RD

NORTHPOINT AV

E PARRIS AV

KIRKWOOD ST

IDOL ST



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AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.20, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted “The City of High Point Development Ordinance” on May 16, 2016 with an effective date of January 1, 2017, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on January 25, 2022 and before the City Council of the City of High Point on February 21, 2022 regarding **Zoning Map Amendment Case ZA-21-36 (ZA-21-36)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on January 16, 2022, for the Planning and Zoning Commission public hearing and on February 9, 2022 and February 16, 2022, for the City Council public hearing pursuant to Chapter 160D-602 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **February 21, 2022**.

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:**

**SECTION 1**

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **General Business (GB) District**. The zoning site is approximately 0.381 acres or 16,621 square feet, located along the north side of Oxford Place, approximately 275 feet west of N. Main Street. The zoning site is also known as the western 110 feet of Guilford County Tax Parcel 194626. The zoning site is more specifically described below:

BEGINNING AT A R/W DISK FOUND, HAVING NC GRID COORDINATES: N=815,547.00', E=1,696,607.72', LCOATED ON THE WESTERNMOST INTERSECTION OF THE MITERED RIGHT OF WAY INTERSECTION OF THE WESTERN RIGHT OF WAY NORTH MAIN STREET AND THE NORTHERN RIGHT OF WAY OF OXFORD PLACE, THENCE RUNNING ALONG THE NORTHERN RIGHT OF WAY OF OXFORD PLACE S89°39'33”W 274.48 FEET TO A POINT IN THE NORTHERN RIGHT OF WAY OF OXFORD PLACE, THENCE LEAVING THE NORTHERN RIGHT OF WAY OF OXFORD PLACE AND RUNNING ALONG THE CURRENT ZONING LINE N03°44'08”W 148.89 FEET TO A 3/4" OPEN TOP PIPE SET, LOCATED ON THE COMMON LINE OF PROPERTY OWNED BY WELBORNE REAL ESTATE LLC (DEED BOOK 8007 PACE 49), THENCE RUNNING ALONG THE COMMON LINE OF WELBORNE REAL ESTATE LLC PROPERTY N81°09'42”W 103.49 FEET TO A 2” OPEN TOP PIPE FOUND, THENCE S00°35'13”E 165.06 FEET TO A 1" OPEN TOP PIPE FOUND, LOCATED ON THE NORTHERN RIGHT OF WAY OF OXFORD PLACE, THENCE RUNNING ALONG THE NORTHERN RIGHT OF WAY OF OXFORD PLACE N89°42'09”E 99.96 FEET TO A POINT IN THE NORTHERN RIGHT OF

WAY OF OXFORD PLACE, THENCE N89°39'33"E 1.47 FEET TO A MAG NAIL SET IN THE NORTHERN RIGHT OF WAY OF OXFORD PLACE, THENCE N89°39'33"E 8.85 FEET TO THE POINT OF BEGINNING, , ACCORDING TO A SURVEY OF 2401 NORTH MAIN STREET, HIGH POINT, NC, PREPARED FOR CALIBER CAR WASH BY BARRETT SURVEYING GROUP PLLC, DATED 12/17/2021, JOB NO. 21-206.

SECTION 2

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3

That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4.

This ordinance shall become effective upon the date of adoption.

Adopted by the City Council  
City of High Point, North Carolina  
The 21<sup>st</sup> day of February, 2022

By: \_\_\_\_\_

Jay W. Wagner, Mayor

ATTEST:

\_\_\_\_\_  
Lisa B. Vierling, City Clerk

**Citizens Communication Report  
Zoning Map Amendment ZA-21-36**

Submitted by:

Patrick S. Lineberry, Attorney at Law,  
On behalf of Caliber Car Wash, LLC

## Summary of Neighbor Communications

- Based on the scattered nature of surrounding property owners and the presence of many non-residential property owners in the area, the applicant chose to send a letter about this request to each person on the City's notification list.
- The attached letter was sent on January 12, 2022 to all property owners on the attached mailing list provided by the Planning Department.
  - The letter explained the request and the reason for it, informed the recipient of the date, time, and location of the Planning and Zoning Board public hearing, invited the recipient to contact the undersigned with any questions on behalf of the applicant, and invited the recipient to participate in a virtual citizens' meeting prior to the Planning and Zoning Board public hearing.
- To date, we have received not received any response to our letter.
- On January 14, 2022, we received a voice message from an individual in receipt of the City of High Point's notice requesting that his message be returned. We are following up with this individual on January 18, 2022.



AFFORDABLE PROPERTIES OF HIGH POINT NO.  
THREE LLC  
137 W LEXINGTON AVE  
HIGH POINT NC 27262

AWAN, MALIK SHAHID;BIBI, AISHA  
1236 WESTMINSTER DR  
HIGH POINT NC 27262

BAKER, DANIEL L  
400 CHESTER WOODS CT  
HIGH POINT NC 27262

BIBI, KIRAN;KHAN, MUHAMMED ALI  
101 OXFORD PL APT 11  
HIGH POINT NC 27262

BUILDING SERVICE CORP  
PO BOX 5249  
HIGH POINT NC 27262

BULLA, BRADFORD T  
600 GREENWOOD DR  
HIGH POINT NC 27262

CAMBRIDGE CORPORATION  
101 NEAL PL STE 101  
HIGH POINT NC 27262

CAROLINA AUTOMOTIVE GROUP LLC  
129 FAIRWAY LN EXT  
WILKESBORO NC 28697

COMBS, GAVIN GRAY  
101 OXFORD PL APT 18  
HIGH POINT NC 27262

ELLIOTT, SHEILA  
2099 NC HIGHWAY 150 N  
LEXINGTON NC 27295

FRICKE, JEFFREY  
137 W LEXINGTON AVE  
HIGH POINT NC 27262

HARRIS, VERONICA M  
101 OXFORD PL UNIT 25  
HIGH POINT NC 27262

HIBBETT, ADALEA REED  
101 OXFORD PL APT 22  
HIGH POINT NC 27262

HOSKINS, THOMAS JACKSON  
101 OXFORD PL APT 5  
HIGH POINT NC 27262

IMEX-PR LLC  
MIRAMAR PLAZA 205  
SAN JUAN PR 00907

IMEX-PR LLC  
954 AVE PONCE DE LEON STE 205 PMB 10097  
SAN JUAN PR 00907

KHAN, IBRAR  
101 OXFORD PL APT 24  
HIGH POINT NC 27262

NEWTON, ROBIN C  
5406 MERTIE RD  
MILLERS CREEK NC 28651

ORTIZ, ALEXIS E;ORTIZ, NANCY Z;COLEMAN,  
MARIALE  
101 OXFORD PL APT 23  
HIGH POINT NC 27262

PATAN, ERHAN  
101 OXFORD PL APT 17  
HIGH POINT NC 27262

PEAK PROPERTIES HOLDINGS LLC  
14 OAK BRANCH DR STE A  
GREENSBORO NC 27407

PETERS DEVELOPMENT LLC  
645 N MAIN ST  
HIGH POINT NC 27260

PRUITT, IMOGENE B  
101 OXFORD PL APT 25  
HIGH POINT NC 27262

ROXFORD CONDOS LLC  
5721 CLARENCE RD  
JULIAN NC 27283

ROXFORD CONDOS LLC  
5721 CLARENCE RD  
JULIAN NC 27283

STEWART, JAMES CARL SR TRUSTEE;JAMES  
CARL STEWART SR REVOCABLE TRUST  
904 NORTSHORE CT  
HIGH POINT NC 27265

UNITED STATES OF AMERICA  
1800 F ST NW  
WASHINGTON DC 20405

WELBORNE REAL ESTATE LLC  
2411 N MAIN ST  
HIGH POINT NC 27262

WHEELLESS, EDWARD C;WHEELLESS, CAROL B  
209 PRESTWICK DR  
HIGH POINT NC 27265

WILLIARD INVESTMENT LLC  
101 NEAL PL STE 101  
HIGH POINT NC 27262

ZACHARY OWENS CONSTRUCTION COMPANY LLC  
800 W PARKWAY AVE  
HIGH POINT NC 27262



Patrick S. Lineberry  
(336) 271-5213  
[plineberry@tuggleduggins.com](mailto:plineberry@tuggleduggins.com)

January 12, 2022

**RE: Rezoning of Property located at 2401 N. Main Street in the City of High Point**

Dear Neighbor,

We are writing to you on behalf of Caliber Car Wash, LLC, who has filed a Zoning Map Amendment Application with the City of High Point Planning and Development Department related to a parcel of real property located at 2401 North Main Street in the City of High Point (the "Property"). The purpose of this request is to accommodate the anticipated development on the portion of the Property that is already zoned General Business.

The Property is currently located within the jurisdiction of the City of High Point. We are requesting that the Property be rezoned from **Residential ("RM-16")** to **General Business ("GB")** under the City of High Point Development Ordinance (the "Ordinance"). For clarity, most of the Property is already in the GB district; we are requesting that the remaining portion of the Property be rezoned to GB.

The GB district is established to accommodate a wide range of general retail, business, and service uses that serve groups of neighborhoods. GB districts are generally located at major street intersections and along major thoroughfares. Residential uses are encouraged as stand-alone uses and on the upper floors of retail and office buildings as a part of mixed-use development. Uses in the district are subject to standards intended to ensure development is compatible with adjacent residential neighborhoods, particularly within the Core City (as defined in the ordinance) area.

Our rezoning request is scheduled to go before the City of High Point Planning and Zoning Department on **Tuesday, January 25, 2022, at 6:00 PM**. The Planning and Zoning Department meeting may be held virtually or in person. Updates may be obtained on the City Website or reaching out to City staff.

MAILING ADDRESS  
POST OFFICE BOX 2888  
GREENSBORO, NC 27402

TELEPHONE 336.378.1431  
[www.TUGGLEDUGGINS.com](http://www.TUGGLEDUGGINS.com)

OFFICES  
400 BELLEMEADE ST., SUITE 800  
GREENSBORO, NC 27401

We would like to invite you to a Virtual Neighborhood Meeting to share with you some additional details regarding the plans for this property. The information for this Virtual Neighborhood Meeting is included below:

**DATE:** Thursday, January 20, 2022  
**TIME:** 5:30 p.m.  
**LOCATION:** via ZOOM video conferencing (see further instructions below)

Please email me at [plineberry@tuggleduggins.com](mailto:plineberry@tuggleduggins.com) to confirm that you would like to attend the Virtual Neighborhood Meeting, or if you have any questions or comments before or after. We will send out an email invitation with the Zoom link prior to the meeting. If you are unable to attend the scheduled Zoom meeting but would like to discuss this proposed rezoning with us, please contact me by email or by phone at 336-271-5213. We intend to be a good neighbor to you and value your input as we move forward with this project.

Sincerely,



Patrick S. Lineberry

Enclosures

**City of High Point**  
**Citizen Information Meetings**



Persons filing certain development applications with the City of High Point are required to hold a citizen information meeting. This requirement applies to applications for a Conditional Zoning District, Planned Development District, Special Use and a Zoning Map Amendment that proposes to establish a more intense zoning district.

The City of High Point finds that quality development is better achieved through an informed and cooperative process than an adversarial one. The purpose of the citizen information meeting is to allow the person filing an application, otherwise known as the applicant, the opportunity to inform citizens about their development proposal and to provide citizens the opportunity to ask questions and find out more about the proposal prior to any official public hearings.

The applicant's development proposal is officially presented to the Planning & Zoning Commission and City Council at their respective public hearings. At the public hearings, the Commission and Council hear comments and concerns from citizens regarding the proposal prior to making decisions. The public hearings are not the preferred setting for citizens to learn about a development proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing. The citizen information meeting is important in that it can provide basic information and allow communication with the applicant before the public hearings, so that citizens may informatively develop their comments and any concerns, and later present them at the public hearings for consideration.

Applicants may vary the form and number of citizen information meetings they conduct; however, they are required to contact or otherwise notify owners of property located within 300 feet of the proposed site. Whatever form the meeting takes, those citizens participating are provided with this written statement from the City of High Point, which describes the purpose of the citizen information meeting, the application process and where additional information may be obtained from the City. In addition, the applicant must provide a description of the development proposal and are encouraged to share any other available information that would help citizens to better understand it.

After the application is filed with the City's Planning & Development Department, the applicant submits to the City a written summary of the citizen information meeting(s). At a minimum, this report records:

- The date, time, and location of the meeting;
- The method and date of notification about the meeting;
- A list of landowners notified about the meeting;
- A list of meeting attendees;
- If the meeting was conducted as a series of telephone calls;
- The description of the development proposal presented to the attendees; and
- A summary of attendee comments, ideas, and suggestions from citizens to be incorporated into the development proposal.

Before the public hearings are held, the City's Planning & Development Department mails notices to all owners of property located within 300-feet of the site. This notice provides a brief summary of the application; the time, date and place of the Planning & Zoning Commission public hearing; and contact information. A second notice is mailed prior to the City Council's public hearing with similar information. Also, signs are placed on the site giving notice of the request and the City's public hearings.

After hearing public comments and considering the development proposal, the Planning & Zoning Commission makes a recommendation to the City Council who, after holding their public hearing, decides what action should be taken on the proposal. Changes to the applicant's proposal can occur during this process in order to insure consistency with City policy and development regulations, and to minimize expected impacts that can be generated by the development or use of the site.

Development conditions can be adopted by the City Council for a Conditional Zoning District, Planned Development District, or Special Use. However, no condition can be included that:

- Specifies the ownership status, race, religion, or other characteristics of the development's occupants;
- Establishes a minimum size of a dwelling unit;
- Establishes a minimum value of buildings or improvements;
- Excludes residents based upon race, religion, or income; or
- Obligates the City to perform in any manner relative to the approval of or development of the land.

Citizens are strongly encouraged to contact the City's Planning & Development Department and visit the website below for additional information on the City's zoning process, and for information about specific development proposals.

Contact:

Planning & Development Department 336-883-3328

[www.buildhighpoint.com](http://www.buildhighpoint.com)