



MECKLENBURG COUNTY
Land Use and Environmental Services Agency
GIS Division
2145 Suttle Avenue
Charlotte, NC 28208

June 27, 2024

Subject: Memo for Interlocal Agreement on Address Assignment
Dear Mecklenburg County/City/Town Officials:

I am writing to bring to your attention the proposed updates to the Interlocal Agreement on Address Assignment between Mecklenburg County and the involved jurisdictions. As you may be aware, the existing agreements with only Charlotte and Davidson, lack comprehensive documentation of changes and verbal agreements that have occurred over the years. To address this deficiency, it is imperative that we draft a revised agreement that accurately reflects the current landscape of our jurisdictions.

Historical Address Assignment Workload:

To provide context, I have outlined below the historical workload associated with Address Assignment over the past few years, illustrating the growth and changes in the number and types of address assignments:

- Occupied Buildings (including individual unit numbers)
- New Developments (Single/Multi-Family, Commercial, Mixed Use)
- Retaining Walls
- Cell Towers
- Meters
- Greenway Entrances
- Accessory Dwelling Units
- Bus Stops, and others

Historical Address Assignment Workload:

- 2024 - New Number 9898 as of today
- 2023 - 20677
- 2022 - 31293
- 2021 - 20494
- 2020 - 11952
- 2019 - 11036

Addressing Working Committee:

Under the interlocal agreement, the Addressing Working Committee was established to oversee and facilitate adherence to addressing policies and practices. This committee, consisting of representatives from Development



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Services & Planning, Fire, and Emergency Communication departments/city/towns, meets quarterly throughout the calendar year.

Committee members from the City of Charlotte and the Towns of Huntersville, Cornelius, Davidson, Matthews, Mint Hill, and Pineville are tasked with actively communicating any address-related issues and advocating for their respective agencies' interests during committee discussions.

Final Agreement Attached:

Attached to this memo, you will find the final draft of the proposed agreement. Since last December, over 15 versions have been distributed and discussed extensively.

Appendix:

The appendix includes the previous agreement, related ordinances, and other relevant documents for your reference.

Recommended Processing Schedule:

To ensure timely progress, we recommend the following processing schedule:

- Final review period by mid-July.
- Submission for Approval by the end of August.

Feedback Deadline:

Please review the attached documents and provide any feedback or suggestions by July 15, 2024. Should you have any questions or require further clarification, please do not hesitate to contact me or Angela Johnson.

Thank you for your attention to this matter. Your cooperation and input are greatly appreciated in this endeavor.

Best Regards,

Jai Wei
Director, GIS
Mecklenburg County – LUESA
2145 Suttle Avenue
Charlotte, NC 28208



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Appendix:

1. Mecklenburg County Street Address Ordinance September 19, 1983
2. The Abridge Mecklenburg County Ordinance 1984
3. City of Charlotte Interlocal Agreement 1984
4. Charlotte NC Code of Ordinance, Chapter 19
5. Mecklenburg County House Numbering Procedure 1996 Article I Title, Purpose, Authority, Jurisdiction.
6. The Town of Cornelius Code of Street Address Ordinance
7. The Town of Davidson Letter to Mecklenburg County dated 2001. This is a formal request letter to the Mecklenburg County Authority to assign addresses.