

Planning and Zoning Commission Work Session Minutes
May 24, 2018
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Commission Members Present: Burns, Harder, Loe, MacMann, Rushing, Russell, Toohey
Commission Members Absent: Strodtman, Stanton
Staff: Bacon, Caldera, Teddy, Zenner
Guest(s): None

ADJUSTMENTS TO AGENDA: None

TOPICS DISCUSSED

New Business:

- **April 2018 Building Permit Report**

Mr. Zenner provided the April building permit reports to the Commissioners for information purposes. Ms. Loe asked if Commissioners had specific questions. Mr. Teddy was able to provide a synopsis of the activity after Mr. Zenner was unable to open the work session link.

- **Comprehensive Plan Revision Tasks and Schedule**

Ms. Bacon and Mr. Zenner reviewed the directive for the five-year update of the Columbia Imagined Comprehensive Plan. The five-year update includes a status report on the Plan's goals and objectives and a reporting out of the progress on the strategies and action items. A review of the Future Land Use Map (FLUM), the written components of the plan, and the implementation (by the seven theme areas) is anticipated. The online components of Columbia Imagined, including the interactive implementation table and website, will also be updated as needed. Staff provided an [example](#) by which the elements of the plan could be updated using a separate document or plan update "addendum" tied to the main document. Commissioners recommended the use of hyperlinked or cross-linking between the original document and the addendum document for ease and clarity of use.

Commissioners discussed the role of a potential infrastructure scorecard tool and the urban service area and how these tools may be developed and updated. The use of the five-year comprehensive plan update as a way to make observation on the role of plan, and a look-back on how growth has occurred and community expectations will be helpful on where to go when it is time for the full plan update.

Staff described the opportunities for public input and Planning Commission review. Revisions to the plan will ultimately require a public hearing by the Commission and City Council as it is an adopted plan. Mr. Zenner described using a variety of input opportunities, including listening sessions, online forums, and other formats found to be successful. Ms. Bacon explained that a full plan update, including maps and projections, is called for following the publishing of the 2020 Census update, anticipated to be released in 2021. Staff reviewed potential work milestones and a draft timeline for additional review and comment by the Commission.

Also discussed was the role of Columbia Imagined as an umbrella document providing guidance, and also implemented by in part, by other City-wide plans. Several plans adopted or underway since Columbia Imagined's adoption in 2013 were reviewed, including the adoption of the West Central Neighborhood Action Plan and the new Unified Development Code adoption. Ms. Burns gave an update on the DLC's potential revisit of the 2010 Downtown Charrette. Additional Commission review of the plan update work products at upcoming work sessions is anticipated.

Old Business -

There were no Old Business items discussed.

ACTION(S) TAKEN: May 10, 2018, minutes were approved. No other votes or motions were made.

Meeting adjourned approximately 6:50 p.m.