

Planning and Zoning Commission Work Session Minutes
December 8, 2016
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Members Present: Burns, Harder, Loe, MacMann Rushing, Russell, Stanton, Strodman, Toohey

Members Absent: None

Staff: MacIntyre, Palmer, Teddy, Zenner

Guests: Various

ADJUSTMENTS TO AGENDA: None.

TOPICS DISCUSSED – New Business

- October Building Permit Report

Mr. Zenner provided the October 2016 building permit reports to the Commissioners for information purposes. He explained the calendar year to date (CYTD) spreadsheets. Mr. Zenner indicated that if the Commission desired more detailed information regarding the permit reports he would be happy to ask a representative from the BSD Division to join our next meeting.

- 2017 Submission Calendar

Mr. Zenner presented the 2017 Submission Calendar for Commission items. He noted that it appears as though there will be no conflicts with the exception of the 2nd meeting in November which is on Thanksgiving. The calendar was prepared omitting this meeting. All application materials submitted for that meeting date would be handled during the first December meeting. Mr. Zenner also noted that it would appear that the 2nd meeting in December may not conflict with the Christmas holiday and has been left on the schedule. This meeting could be cancelled as the caseload becomes more defined and based on potential quorum issues.

TOPICS DISCUSSED – Old Business

- UDC Hearing Procedure and Presentation Outline

There was general Commission discussion on how the UDC hearing was to proceed this evening. Mr. Zenner explained that the only discussion that was to occur was to complete making revisions to Segments 5 and 6. The process would be very similar to the way the revisions to the M-DT segment were handled. No public comment would be taken. Commissioners had additional discussion on meeting particulars and discussed strategy for making amendments that were discussed at the December 1 meeting.

Mr. Zenner was asked if the Fire Department responded to the concerns raised in Mr. Crawford's letter about the UDC and Fire Code conflict. Mr. Zenner apologized that he had not be able to discuss that matter with the Fire Marshall; however, he would have an answer prior to the December 15 meeting. There was also discussion regarding submission of proposed amendments directly to Commissioners. It was suggested that Mr. Zenner be provided any emails that individual Commissioners received to ensure that the public record was kept accurate.

There was also discussion regarding the comments received from the HPC relating to the HP Overlay and the potential expansion of the "Urban Storefront" classification within the M-DT. Commissioners were not generally supportive of the proposal to expand the Storefront classification given that there was no prior public vetting of the concept. It was concluded that if such an expansion were something that Council desired to do that would

be the appropriate venue at which to have the change made. Commissioners felt the HPC's comments were significantly late in being provided when compared to other Boards and Commissions and the proposed change was too significant to make at this point in the Code review.

ACTION(S) TAKEN: The November 10 and November 16 work session minutes were approved. No votes or motions were made. Meeting adjourned approximately 5:55 p.m.