

Planning and Zoning Commission Work Session Minutes
December 10, 2015
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Members Present: Burns, Harder, Loe, Reichlin, Rushing, Russell, Stanton, Strodtman, Toohy

Members Absent: None

Staff: Moehlman, Palmer, Smith, Teddy, Zenner

Guests: None

ADJUSTMENTS TO AGENDA: None.

TOPICS DISCUSSED – New Business:

- **Self-Storage Facilities Text Amendment**

Mr. Zenner introduced the topic and explained the origins of the request and handed the meeting over to Mr. Smith for further discussion. Mr. Smith presented information that gave Commissioners an overview of where these types of facilities were currently permitted and under what conditions as well as explained how the use was to be treated under the new UDO.

Mr. Smith explained that the current code restricted development of self-storage facilities to 14-feet in height except in the C-2 district where there are very detailed standards for such uses. Mr. Zenner noted that the C-2 standards were developed to address an issue of adaptive reuse of downtown building basements and upper stories that were starting to be converted. At the time, self-storage was not allowed in the C-2 district.

Commissioners inquired about how the proposed M-DT standards would affect the potential of self-storage facilities in the district. Mr. Smith noted that the conditions currently in place in the C-2 district were not carried forward; however, if that were desired steps could be taken to do so. There was additional discussion regarding the impact that such facilities could have within the downtown; however, no final decisions were made regarding additional regulatory controls. It was felt that such use would be necessary in the downtown given the increase in residential development.

Mr. Smith continued his presentation by showing a PowerPoint slide show of different types of self-storage facilities in other communities. With each community Mr. Smith provide a summary of the background enabling legislation that created the standards by which each of the illustrations was governed. Mr. Smith noted that he believed it was important to understand why the standards were created and what they were trying to address prior to Columbia revising their regulations.

As he went through the slides there was a common theme to all the examples being shown – all the facilities were large. The presentation included a combination of externally accessible facilities as well as some that were internally accessed. The pictures also illustrated that a variety of heights and building materials could be incorporated to lessen the impacts that such facilities had on the surrounding environment.

There was general discussion regarding what could be done within the City to address the issue of allowing multi-story storage facilities. The discussion focused primarily on the issues of design and location. Mr. Smith noted that he did not want to prepare proposed text that would address these

issues without first getting the Commission's reaction to what the PowerPoint showed. He noted that due to time constraints it would be necessary to complete his presentation at the next work session. The Commission acknowledged that such continuation would be appropriate.

OLD BUSINESS

- Work Program Status – status update

No reports given

ACTION(S) TAKEN: Mr. Brian Toohey was welcomed to the Commission and given an opportunity to introduce himself to the members. The November 19, 2015, minutes were approval. No other votes or motions were made.

Meeting adjourned approximately 6:55 p.m.

Planning and Zoning Commission Work Session Minutes
January 7, 2016
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Members Present: Burns, Harder, Loe, Reichlin, Rushing, Russell, Stanton, Strodman, Toohy
Members Absent: None
Staff: Moehlman, Smith, Teddy, Zenner
Guests: None

ADJUSTMENTS TO AGENDA: None.

TOPICS DISCUSSED – New Business:

- November Building Permit Report

Mr. Zenner provided the building permit report to the Commissioners for information purposes. He explained the calendar year to date (CYTD) spreadsheets and noted that while revenues were down for the first several months of FY 2016 there were several major project that would be permitted this fiscal year that would have a positive impact on revenues. Mr. Zenner also noted that Planning Department applications were not slowing and based on the current volumes it was likely that additional permitting would be possible later in the year.

- **Self-Storage Facilities Text Amendment**

Mr. Zenner introduced the topic and turned the meeting over to Mr. Smith to complete his presentation from the prior work session and present a potential framework for the proposed amended text. Mr. Smith began by summarizing what was presented at the last meeting and noting the commonalities between what his research had identified and potential issues that revised text for Columbia may need to address.

Initial discussion focused on the issues of architectural design and land use compatibility. Mr. Smith offered several techniques for being able to address these issues and indicated that after review of comparable standards a two-tiered approach may be best for Columbia. The first tier would be to allow such facilities that are no greater than 14-feet to be permitted without additional review and subject to the current conditions. The second tier would be to allow facilities greater than 14-feet to be permitted per a conditional use permit (CUP).

Mr. Smith explained the rationale for staff's recommendations. He noted that the CUP process would allow for site specifics to be considered for facilities that would be greater than 14-feet. There was some Commission discussion regarding this approach and questions regarding what would be the general criteria for consideration of CUP.

Mr. Smith indicated that he did not believe establishing general criteria was the best approach for those facilities that would be requesting a CUP. He noted that he believed this since each site would likely be unique and that creating a base set of standards would result in more requests for exceptions. Mr. Zenner noted that this approach could be problematic and result in significantly different submittals each time a CUP was submitted. Mr. Moehlman agreed that a minimum set of application requirements should be established.

Several Commissioners agreed that minimum standards should be established and asked if creating the CUP process for future facilities greater than 14-feet would really be more like “planned” zones. Mr. Moehlman indicated that this in essence would be how such facilities would be treated even though they would be approved as a CUP.

Mr. Zenner reminded the Commission that under the new UDO conditional uses would be reviewed by the Commission first and then forwarded to Council for final approval. He stated his concerns that not all uses should be elevated to a political discussion. Several Commissioners commented on that point and expressed reservation in creating a CUP process for future multi-story facilities. Mr. Zenner suggested that the Commission look at the revisions from a different perspective that involved potentially changing the way the current standards are applied in the C-3 and M-1 zoning districts. Mr. Zenner’s suggestion was based on the fact that the current standards for self-storage facilities were the same in both districts.

Mr. Zenner recommended that the Commission consider eliminating the height restriction in the M-1 district all together, but retain all the other standards. This would allow multi-story storage facilities to be constructed in the M-1 district without additional review other than the building code. This, he noted, seemed more consistent with the other codes that Mr. Smith had reviewed. The second half of Mr. Zenner’s suggestion was to retain the current self-storage standards in the C-3 district for facilities less than 14-feet, but add a conditional use option for those that would want to be over 14-feet. Mr. Zenner noted that the staff could tweak the basic CUP standards that were discussed tonight and bring back an ordinance for additional review.

The Commission indicated its support of the recommended course of action offered by Mr. Zenner. Mr. Smith asked if the Commission wanted an additional work session to review the proposed standards or if they desired to have staff schedule it for a public hearing. The Commission indicated its preference for an additional work session. Mr. Smith and Mr. Zenner noted that they would produce the updated ordinance text and present it at the next work session.

OLD BUSINESS

- Work Program Status – status update

No reports given

ACTION(S) TAKEN: The December 10, 2015, minutes were approval. No other votes or motions were made.

Meeting adjourned approximately 6:55 p.m.

**Planning and Zoning Commission Work Session Minutes
January 21, 2016
Conference Room 1-B - 1st Floor City Hall**

ATTENDANCE:

Members Present: Burns, Harder, Loe, , Russell, Strodtman, Toohey

Members Absent: Reichlin, Rushing, Stanton

Staff: Moehlman, Smith, Teddy, Zenner

Guests: None

ADJUSTMENTS TO AGENDA: None.

TOPICS DISCUSSED – New Business:

- December Building Permit Report

Mr. Zenner provided the building permit report to the Commissioners for information purposes. He explained the calendar year to date (CYTD) spreadsheets. Mr. Zenner noted that Planning Department applications were not slowing and based on the current volumes it was likely that additional permitting would be possible later in the year.

- **Self-Storage Facilities Text Amendment**

Mr. Smith provided an overview of where the Commission left off on this topic at the last meeting and discussed the proposed text changes that were requested. He noted that revisions were being proposed to add conditions to the current C-3 standards that, if met, would allow self-storage facilities to be constructed “by-right” without submitting for a conditional use permit (CUP). Mr. Smith stated that this was a slightly difference approach from what was previously discussed; however, believed the change best addressed a perceived concern that the Commission expressed about everything proposed over 14-feet needing to be considered as a CUP.

There was general discussion on the proposed “performance” standards and the use of several terms within them. As a result, Mr. Smith explained staff’s rational for several of the standards and desire to ensure compatibility with the surrounding development and character of that development. It was recommended that the “are” at the end of item “b” in the performance standards be changed to a “shall” to maintain consistency with the rest of the proposed standards. Mr. Smith noted that was not an issue.

Mr. Smith also explained that while conducting his research it was determined that there were not standards attached to self-storage facilities within the M-1 district like those in the C-3. He noted the text change before the Commission tonight included those standards with a modification on how the setbacks from residentially zoned and used property would be applied. The proposed provision would require a minimum 25-foot setback from such facilities and would increase 1-foot for every foot of additional building height above 45-feet. Mr. Smith noted that the proposed language was similar to language found elsewhere in the code where more intense uses could be located adjacent to less intense uses.

Having completed his presentation on the proposed changes, Mr. Smith sought clarification that the Commission was comfortable with the proposed amendment. Commissioners indicated that they believed the issues raised in the prior meetings had been addressed and they were comfortable to move the amendment to a public hearing.

Mr. Zenner indicated that staff would make the minor changes recommended tonight and prepare to hold the public hearing at the February 18 PZC meeting. Commissioners indicated they were in support of that schedule.

- 2016 Planning Commission Work Program

Mr. Zenner introduced the topic and explained that it was time to look at what would be covered this year by the Commission. He explained several projects that were in early discussion with the staff and also noted that several projects from last year's work program needed to be completed. Mr. Zenner stated that some of the work program projects for 2016 would be driven by the newly adopted City Strategic Plan, planned capital projects, and the need to fulfill goals and objectives of Columbia Imagined.

Mr. Zenner gave an overview of a list of potential projects that staff was discussing as possible options for the Commission to consider. He noted that a second neighborhood plan and an "area" plan may be projects for this year. The neighborhood plan would help facilitate Strategic Plan priorities and the "area" plan would address land use and development questions west of the Perche Ridge due to the planned expansion of the Henderson Branch Sewer to the I-70/US 40 interchange. He also noted other on-going activities and unfinished work on steep slopes and temporary abeyance as possible Commission projects.

Mr. Zenner indicated that he would review the list of projects and come back to the Commission with a calendar for final review and approval. Commissioners acknowledged this proposed course of action.

OLD BUSINESS

- Work Program Status – status update

No reports given

ACTION(S) TAKEN: The January 7, 2016, minutes were approval. No other votes or motions were made.

Meeting adjourned approximately 6:50 p.m.