

**Planning and Zoning Commission Work Session Minutes
August 5, 2021
Conference Room 1A & 1B - 1st Floor City Hall**

I. Call to Order

Commissioners Present – Stanton, Geuea-Jones, Loe, MacMann, Rushing, Carroll, Placier, and Kimbell

Commissioners Absent – Burns

Staff Present –Smith, Teddy, Bauer, Kruse, and Smith

II. Introductions

III. Approval of Agenda

Meeting Agenda adopted as presented unanimously.

IV. Approval of Minutes

July 22, 2021 work session minutes adopted as presented unanimously.

V. New Business

A. UDC Round 3 Potential Text Changes

Mr. Smith introduced the topic. He described the prior two rounds of UDC text changes, and asked the Commission for feedback on potential round 3 text changes staff was proposing. This round would address issues that had arisen since the adoption of the UDC in 2017. Additional rounds beyond round 3 were anticipated. The Commission also noted rounds to address text amendments for short term rentals were anticipated, and a future commission work product of looking at housing and density/lot coverage codes as well.

Mr. Smith said they wanted to introduce the proposed topics tonight for initial feedback, then come back with a deep dive at subsequent work sessions with additional research reflective of the feedback. Staff would then prepare proposed text amendments for the review and reaction of the Commission.

-Drive thru windows, Section 29-4.3.

Staff and the Commission discussed traffic issues versus visual impacts on the location of drive thru windows on non-rear locations of a building. Curb cuts and stacking onto roadways were a primary concern. The parking has to work as well relative to the stacking and drive thru window location. The use of drive-thrus and the promotion of them has changed as a result of business operations and need as a result of the pandemic, which may inform the discussion and evaluation. Opportunities to look at use-specific standards to address design considerations and to mitigate aesthetic and functional circulation and traffic impacts was discussed. Additional

research and options on standards by street classification or adjacent zoning categories may need to be explored. Options to screen the window area may also be included.

-Utility easements adjacent to public roadways in the M-DT zoning category, Section 29-5.1 and Appendix A.

Mr. Smith described the design adjustments staff and the Commission had seen related to the inherent conflict between the required building line (RBL) and the 10' utility easement which results in a de-facto 10' front setback from the RBL. Options to address this included removing/exempting them from the entire M-DT zone or looking at specific areas within the M-DT where they would not be required, or having an administrative process should certain conditions/use-specific standards be met. There was discussion on how this amendment may relate to the Comp Plan Status Update activity to review central city streets in a design study. The scope of that project would be ongoing in the next year and there may be a desire to look at other street that have utility or other conflicts based on the built environment, such as the North Central area.

-Legal lot definition, Section 29-.1.

Mr. Bauer and Mr. Smith discussed proposed issues and revisions. Some legal descriptions did not meet all aspects of the legal lot definition, but would have been considered legally acceptable to describe and transfer property at the time they were written. There was discussion on the pros and cons of modifying the definition, which provided exemption in some instances from the requirement to plat and dedicate right of way. The class of roadway may be a consideration that is looked at during this amendment as the loss of the ability to get ROW on higher level road classifications may be seen as a concern.

-Parking on Grass, specifically, and use of yards generally, Section 29-3.3 and the relationship to similar provisions in the Property Maintenance Code.

It was discussed that there needed to be greater clarity regarding parking was prohibited on grass and there needed to be a good tie-in or elimination of redundancy with the property maintenance code. Mr. Smith indicated there were other residential parking issues Neighborhood Services staff desired the Commission to consider within this track of amendments and there may need a need to create a separate bucket to look at those issues. There was discussion on the use of pervious-pavement as an alternative to promote environmental goals. Options that would help to address issues of run-off and rutting and debris tracking onto city streets behind these regulations, but considered alternatives beyond only allowing concrete or asphalt as approved parking surfaces.

Screening of rooftop mechanicals, Section 29-4.4.

Ms. Smith discussed recent issues where the requirement that the rooftop screening use a predominant building material. There were instances when the building materials may not be appropriate for the screening material. The use of color and other treatment was discussed. Research/industry best practices would help to inform the discussion. The use of site line studies to exempt properties from the requirement if screening was not needed due to the mechanicals not actually being seen might be a use-specific standard consideration.

Mr. Smith thanked the Commission for their time and said staff would use the feedback to bring back additional information and draft amendments at a future work session.

VI. ADJOURNMENT

Meeting adjourned approximately 6:55 pm

ACTION(S) TAKEN:

Motion made by Commissioner Geuea-Jones, seconded by Commissioner MacMann, to approve the agenda as submitted. Motion passed unanimously. Made motion by Commissioner MacMann, seconded by Commissioner Rushing, to approve the July 22, 2021 work session minutes as presented.