

**Planning and Zoning Commission Work Session Minutes**  
**March 6, 2025**  
**Conference Room 1A & 1B - 1<sup>st</sup> Floor City Hall**

**Call to Order**

Commissioners Present – Brodsky, Geuea Jones, Loe, Ortiz, Placier, Stanton, Walters, Williams, and Wilson  
Commissioners Absent – None  
Staff Present –Kraus, Kunz, Halligan, Orendorff, Teddy, Zenner

**Introductions**

None

**Approval of Agenda**

Meeting agenda adopted unanimously

**Approval of Minutes**

The February 20, 2025 work session minutes approved unanimously with Commissioners Geuea Jones and Walters abstaining.

**Old Business**

**A. UDC Text Amendment – Small Lot Use-Specific Standards**

Mr. Zenner introduced the topic and sought to complete discussion on the previously introduced new topics from the February 20 meeting that were related to “lot diversity” and “sidewalks and street trees”. However, prior to engaging in that evaluation he believed it was necessary to confirm the threshold of where the new “design” requirements proposed in the use-specific standards needed to become effective. He noted that there appeared to be some concern expressed that the 30-lot threshold was too high.

There was significant Commissioner discussion on this topic. Commissioners asked for reclarification of how the 30-lots was arrived at and if there were other possible thresholds within the UDC that could be used. Mr. Zenner explained that the 30-lot threshold was based on the UDC’s requirement that a secondary access be provided in development’s greater than 30-lots. He further explained that the only other differentiation in the UDC that could potentially be considered was between a “minor” and a “major” subdivision which is distinguished as a development containing fewer or greater than 5-lots, respectively, where no new public infrastructure (i.e. sewer or roadways) would be required to serve the lots. If a new threshold or criterion was desired it could be created, but Mr. Zenner expressed it was staff’s preference such action be avoided because it creates another regulatory element to have to consider in “small-lot” development administration.

There was back and forth discussion about how the proposed 30-lot threshold would be applied specifically with the concept of “lot diversity” and that if this criterion was really even necessary. While this specific use-specific standard was questioned, it was agreed that the underlying issues to resolve had to do more with where the “design” use-specific standard elements (i.e. architectural style & lot diversity) needed to “kick-in” with respect to the proposed regulations. There was discussion regarding the necessity for the requirements and the fact that if such standards were not incorporated it could become possible to create unimaginative small lot developments resulting in a less desirable built environment. Mr. Zenner also cautioned on creating a threshold so low that it could impact the ability to promote small lot “infill” development and reminded the Commission of other regulatory changes that were recently adopted affecting uncontrolled lot consolidations.

Following a lengthy discussion and consideration of several different scenarios, it was concluded that setting the threshold at 5 lots would result in unintended consequences. As an alternative, the Commission

discussed establishing the threshold at 15 lots. Mr. Zenner noted that it would be more appropriate to consider a threshold at an even number such that distribution of lots along a street segment could be even on both sides. As such, it was agreed that the threshold at which compliance with the “design standards” would be triggered would be 16-lots.

There was also discussion that the preface language leading into each of the design standards (i.e. architecture and lot diversity) needed to be modified to ensure that it was the same. To this end, the language referencing a development that had “three-quarters (0.75) or more of its lots” meeting a specific lot size was eliminated. This change was viewed as a means of reducing calculations that staff and development professional would have to preformed with respect to the standards. The language change would now simply state that “any development with 16 or more lots” meeting the lot size thresholds in the specific zoning districts would be required to compliance.

Having reached the end of the allotted work session time, Mr. Zenner noted that the remaining use-specific standards regarding sidewalk installation and street trees would be discussed at the upcoming March 20 work session. He also noted that Mr. Kunz was working to develop graphics that would help visualize the small-lot standards discussed to date such that Commissioners could understand how all of the regulatory standards were working together to produce new development outcomes. Mr. Zenner also noted that these graphics would help to identify where possible subdivision standard modifications would be needed.

### **Adjournment**

Meeting adjourned at 7 pm.

### **Actions taken:**

Motion made to approve the agenda as submitted by Commissioner Loe and seconded by Commissioner Ortiz. Motion made to approve the February 20, 2025 work session minutes as presented by Commissioner Loe and seconded by Commissioner Placier with Commissioners Geuea Jones and Walters abstaining.