

**Planning and Zoning Commission Work Session Minutes**  
**May 21, 2026**  
**Conference Room 1A/1B - 1<sup>st</sup> Floor City Hall**

**CALL TO ORDER**

Commissioners Present – Brodsky, Darr, Gray, Ortiz, Stanton, and Walters

Commissioners Absent – Geuea Jones

Staff Present – Craig, Halligan, Kunz, Smith, Zenner

**INTRODUCTIONS**

None

**APPROVAL OF AGENDA**

Agenda adopted as presented.

**LEGAL COUNSEL AND DIRECTOR UPDATES**

Mr. Smith provided an overview of the voting on the two short-term rental requests from Council's Monday night meeting. He explained that with the request on North 6<sup>th</sup> Street there were concerns expressed by certain Council persons about the staff report and Commission not taking into account the loss of "affordable" housing. Mr. Smith explained that there were no criteria regarding this metric of evaluation and unless asked to create such criteria by the whole Council staff would continue to do it regular CUP evaluation.

There was no report offered from Mr. Craig regarding legal matters.

**NEW BUSINESS**

**A. UDC Revision – Revised definition of "family"**

Mr. Zenner provided an overview of the topic by beginning reminding the Commission that that the Council withdrew consideration of the originally proposed definition of "family" and were seeking greater public input from the Disabilities Commission, the Human Rights Commission, and the Collegiate Advisory Council. Mr. Zenner also relayed that based on discussion with Mr. Smith regarding the matter it appeared that certain members of the Council were favoring a definition of "family" that would only be governed by the International Property Maintenance Code (IPMC). Mr. Zenner noted the desired outcome for this evening's meeting was to seek answers to two questions:

1. Should the UDC retain a definition of "family"; and
2. Was there a Commission preference to retain a numerical cap on the number of individuals that should be capable of occupying a dwelling.

Having explained the objective of the meeting, Mr. Zenner went on to discuss his interaction prior to the work session with fellow regulatory staff within the Building and Site Development Division (BSD). He noted that BSD staff did not find use of the IPMC standards as problematic given life-safety related concerns would be addressed by the adopted Building Code, the potential over-crowding of housing in the most central-city neighborhoods would be limited given the scale of the housing, and that market forces and personal choice to live in tight quarters would take care many issues. BSD staff did express some concern with regards to possible impacts to neighborhoods associated with more parking and also noted that there would be several administrative matters such as how inspections would need to be performed to ensure that existing rental housing was being properly evaluated to ensure compliance with the IPMC standards.

Representatives from BSD also explained that the Building Code made a distinction between homes used for "transient" persons versus "non-transient" and levels of occupancy could be unlimited if only controlled by the IPMC. They noted that the creation of a "boarding/lodging house" as defined could create occupancy levels unlike those previously seen with Columbia, but the fact that such establishments, by definition, must provide some other type of "service" to its residents would curtail their creation. It was further noted that newly created structures of this type were limited in certain locations of the city due to the UC-Overlays.

Having given this background, Mr. Zenner polled the Commission on their thoughts regarding the retaining a definition of "family" or at a minimum a definition for "single-housekeeping unit" which was referenced in the Building Code. Commissioners generally responded that they preferred keeping the definitions that were previously prepared; however, did question if there should be other more comprehensive change within the UDC that would remove the references to single-family and/or two-family dwelling districts from the Code. Mr. Zenner noted this was possible given "density" is derived from the number of units permitted upon an acre of land;

however, what this revision would look like was really outside the scope of what the staff and Commission were being asked to consider.

With respect to this question of having a numerical cap on the number of individuals within a dwelling there was robust discussion. Several Commissioners stated retaining a cap as being necessary least occupant loads become overwhelming to certain neighborhoods. While other Commissioners expressed a sense that allowing occupancy to be completely governed by IPMC was a more appropriate means given the occupancy levels within the IPMC were not subject to interpretation.

There was no real consensus reach regarding this matter; however, Commissioners asked that staff look again at their research or perform some additional research to determine how other Communities has used IPMC as a means of addressing occupancy loads. Mr. Smith noted that looking back at some of the initial research performed there were some communities using IPMC, but there was great variability in how it could be adjusted by seeking CUPs or other zoning alternatives. He noted staff could look into the request of the Commission and report back its findings.

Mr. Zenner noted that the next step in this process would be to schedule meeting with the supplemental boards/commissions that the Council requested be consulted. Upon completing those outreach efforts staff would report back to the Commission. At that time, and likely based on public comments, it is possible that and IPMC only version of the definition of "family" would be prepared and presented. Mr. Zenner noted that staff would present the original definition of "family" to the supplemental groups and explain the rationale for why the definition was presented as it was and offer the more streamlined IPMC version as an alternative.

Mr. Zenner thanked the Commissioners for their input and noted staff would follow up once the additional outreach was completed.

#### **ADJOURNMENT**

Meeting adjourned at 6:55 pm.

#### **ACTIONS TAKEN:**

Made motion to approve agenda by Mr. Zenner and seconded by Commissioner Gray, approved unanimously.  
Made motion to approve May 7 work session minutes by Commissioner Darr and seconded by Commissioner Gray, approved unanimously.