

Planning and Zoning Commission Work Session Minutes
August 18, 2022
Conference Room 1A & 1B - 1st Floor City Hall

Call to Order

Commissioners Present – Burns, Carroll, Geuea-Jones, Kimbell, Loe, MacMann, Stanton, Placier, and Wilson
Commissioners Absent – Loe
Staff Present –Zenner, Skov, Teddy, Thompson, Smith, and Kelley

Introductions

Approval of Agenda

Meeting agenda adopted unanimously.

Approval of Minutes

August 4, 2022 work session minutes adopted as presented.

Old Business

A. Sidewalk Master Plan (SMP) Update

Mr. Skov responded to ten questions prepared by the Commissioner Carroll. The Commission asked what input the Public Transit Advisory Commission (PTAC) and Disabilities Commission had regarding the Sidewalk Master Plan (SMP). He stated that he had met with the Disabilities Commission and that the PTAC recommended specific support for some projects that facilitated safe routes to bus stops. Commissioners also asked if the involvement of a CID would accelerate projects or score more points on the SMP to which Mr. Skov indicated that they may in terms of funding for cost-shares but it didn't necessarily mean a project scored higher.

The Commission discussed adding an additional sidewalk project to the master plan specifically for Worley Street, between Clinkscates Road and Banks Avenue. Commissioners and staff discussed the process for adding this project to the list with Commissioners advocating for more input. Mr. Zenner suggested sending the list back to the Bicycle and Pedestrian Commission (BPC) with the prompt to review the proposed project and ultimately leave it up to the BPC to decide on the project's inclusion on the list before bringing it forward to the Planning Commission for a public hearing. The Commission agreed with this procedure and unanimously agreed to forward this recommendation back to the BPC.

B. UDC Text Amendments (Phase 4) – Final Draft Text Changes

Mr. Smith provided an overview of the proposed text changes, specifically dealing with drive-thru businesses and utility easements within the M-DT zoning district. He noted that the changes incorporated ideas provided by the Commission at the July 21 meeting as well as revisions and suggestions following conversation with the City Traffic Engineer.

Commissioner Stanton made a motion that the revisions prepared by the staff relating to drive-thru businesses, as distributed with the work session packet, be approved. Commissioner MacMann seconded the motion and it was unanimously approved by the Commission.

Mr. Smith continued to overview the proposed changes to the requirement for platting utility easements in the M-DT district with replats. The Commission sought a clarification on under what

condition such easements would be platted. Mr. Smith confirmed it would be at the discretion of the Utility Director. Following limited additional discussion, Commissioner Stanton moved to approve the text change, as presented in the work session packet. Commissioner MacMann seconded the motion and it was unanimously approved by the Commission.

Mr. Zenner noted that the approved text changes would be distributed to the design professionals for review prior to the formal scheduling of a public hearing on the matters. The public hearing was tentatively set for the September 22 Planning Commission meeting. He also noted several other text changes would be packaged together with the items discussed this evening. These additional items were general less complex and intended to address “technical” adjustments to the UDC such as correctly identifying cross-references within the body of the UDC text, grammatical corrections to definitions, and the elimination of the C-2 district standards given no C-2 zoning remained on the City’s zoning maps.

Mr. Zenner also provided an overview of upcoming zoning topics that the Commission could anticipate on reviewing. He noted that the next work session would involve discussion of the STR draft regulations distributed with the August 4 work session agenda and those topics noted as “TBD”. He stated that there would be several items within the draft standards that would need discussion, but for the most part a voting “up or down” process similar to that used this evening could be employed. Mr. Zenner noted that once the details of the regulations were agreed upon, staff and the Commission would need to develop the transmission memo to Council.

Mr. Zenner further provided an overview of several other topics that would be considered such as amendments to the tree preservation and landscaping/screening requirements, location of parking in yard areas as well as other clarifications to certain practices and procedures that have been found cumbersome. It was discussed that a more methodical approach may be necessary to address UDC changes such as “article by article” or “thematic” to ensure that staff and Commission efforts in discussing future amendments were being maximized.

ADJOURNMENT

Meeting adjourned at approximately 6:50 pm

ACTION(S) TAKEN:

Motion made by Commissioner Burns, seconded by Commissioner Kimbell, to approve the agenda as presented. Motion passed unanimously. Motion made by Commissioner Burns, seconded by Commissioner Carroll, to approve the August 4, 2022 work session minutes as presented. Motion passed with one abstention.