

**Planning and Zoning Commission Work Session Minutes
November 16, 2016
Conference Room 1-B - 1st Floor City Hall**

ATTENDANCE:

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

Members Absent: Stanton

Staff: Teddy, Zenner

Guests: None

ADJUSTMENTS TO AGENDA: None.

TOPICS DISCUSSED – Old Business

- UDC Public Hearing Procedure and Presentation Outline

The work session discussion focused primarily on the process for the evening's public hearing and how the meeting would be managed. Mr. Zenner gave an overview of the topic areas that would be covered and provided an e-mail from John Clark that was received earlier in the day. There was discussion relating the anticipated meetings moving forward and the potential for adding some more supplemental sessions to ensure that the meeting length was not excessive.

Mr. Zenner indicated that options for supplemental meetings were December 1 and December 15; however, before scheduling he would need to check to see if there was space within the building. He noted that there was already a regular PZC meeting for December 8 and there were several items on the agenda which could significantly impact the length of the meeting. Commissioners were concerned that as the meeting length grew longer their ability to make good decisions became less. Commissioners concluded that at least one additional meeting would be needed to wrap-up their discussion effectively and to ensure adequate time would exist to allow for the staff to prepare a final report for January 5.

Mr. Zenner explained that additional meetings beyond December 15 would be very challenging for not only the Commissioners, but staff as well due to the Christmas holiday. He also indicated that doing so would impact the previously communicated January 5 final vote on the UDC and processing to City Council. Several Commissioners voiced concern over the desire to have the document provided to Council prior to receipt of all the reports from other boards or commissions that Council requested information from which could impact the provisions of the UDC. There was limited Commission discussion on these concerns and how potential changes to the Commission's recommendation on the UDC's provisions could occur.

ACTION(S) TAKEN: Minutes from the November 10 work session were to be approved at a future meeting. No votes or motions were made. Meeting adjourned approximately 5:55 p.m.