

**Planning and Zoning Commission Special Work Session Minutes
December 15, 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: Farnen

ADJUSTMENTS TO AGENDA: None.

TOPICS DISCUSSED – Old Business

- Unified Development Code Discussion & Hearing Preparation

The Commission discussed meeting strategy and sought staff direction on how to handle closure of the meeting tonight so the public input portion of the hearing would be concluded this evening. Mr. Zenner questioned the Commission regarding their belief that nothing previously presented during the prior hearings would have lead a member of the public to believe that they would be able to speak at the January 5 meeting. Mr. Zenner explained that if they felt this may have been conveyed it was the advice of the Law Department that the public hearing be continued. However, if the Commission felt no such impression was given the public input could be closed following the last speaker this evening and the case could be continued to the January 5 meeting for a final vote and not be open to additional public comment.

The Commissioner's agreed that there was not prior conveyance that public discussion would be entertained at the January 5 meeting. It was further discussed that the Chairman would make a deliberate effort to convey that this evening's meeting would be the final opportunity to address the Commission on the UDC and future comments relating to the proposed Code would need to be taken up with Council.

There was also discussion regarding the speaker rules for the evening's meeting. Chairman Strodtman went over the rules with the Commissioners. There was acknowledgement amongst the Commissioners that each would need to be aware of the length of time they took to ask follow-up questions if any. There was further discussion of trying to avoid allowing speakers to repeat what others had already said or to entertain speeches.

Chairman Strodtman asked staff to explain the process of the evening's hearing. Mr. Zenner noted that the meeting would be opened like any other, the public would be invited to present their comments, and then the hearing would be closed. Once the hearing was closed the Commission could make amendments as it saw fit on any of the segments. Once the Commissioners were finished making amendments it would be necessary to make a final motion to continue the hearing to January 5 for the purpose of making a final recommendation.

Mr. Zenner explain that once the final motion was made it would not limit the Commission's ability to research something that may have been expressed during the hearing this evening and propose an additional amendment prior to the final vote on January 5. Amendments could still be made since no final vote on any segment has been taken. Mr. Zenner noted that the December 8 Errata Sheet would be appended with changes made during the December 12 and December 15 meetings. The updated Errata Sheet would be posted on December 30.

There was lengthy discussion on how the final vote on each segment as well as the overall UDC would be taken. It was concluded that the organization of the Errata Sheet would be used as the basis for approval of segments since it appear that each segment was organized by UDC chapters. Commissioners asked that Mr. Zenner

update the Errata Sheet to show the proposed amendments in context with the UDC text. Mr. Zenner indicated that while this was extra work he could do it. It would likely be helpful for Council since the UDC version they would receive would be “clean” meaning it would not have margin or footnotes.

Commissioners agreed that using the Errata Sheet was the appropriate way to bring closure to the UDC process. They agreed that they would further develop the final voting strategy at their January 5 work session

ACTION(S) TAKEN: Work session minutes from December 1, 8, 12, and 15 would be approved at the January 5 meeting. No votes or motions were made. Meeting adjourned approximately 5:55 p.m.