

Planning and Zoning Commission Work Session Minutes
January 5, 2017
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Members Present: Burns, Harder, Loe, MacMann Rushing, Russell, Stanton, Strodtman, Toohey
Members Absent: None
Staff: MacIntyre, Palmer, Teddy, Zenner
Guests: None

ADJUSTMENTS TO AGENDA:

Added discussion of Smart Growth Conference – February 2-4, 2017.

TOPICS DISCUSSED – New Business

- Building Permit Report

Mr. Zenner provided the November 2016 building permit reports to the Commissioners for information purposes. He explained the calendar year to date (CYTD) spreadsheets. Mr. Zenner indicated that the January 19 work session would have the December 2016 permit numbers presented which would bring the permit reporting back into sync with regular monthly reports. Additionally, Mr. Zenner noted that if the Commission desired more detailed information regarding the permit reports he would be happy to ask a representative from the BSD Division to join our next meeting.

- Smart Growth Conference

Mr. Zenner noted that following Tuesday's Council meeting he received a request from Mr. Stanton regarding the upcoming Smart Growth Conference in St. Louis. In response to this request, Mr. Zenner indicated that there were sufficient funds to send four Commissioners to the conference. There was discussion among the Commissioners and it was determined that Ms. Rushing, Mr. MacMann, Mr. Toohey, and Mr. Stanton would be the PZC delegation. Mr. Zenner distributed the registration forms and asked that the Commissioners return them to him by the end of the regular meeting if possible as early registration closed on January 16.

TOPICS DISCUSSED – Old Business

- Unified Development Code – Discussion and Hearing Preparation

Mr. Zenner went over the proposed process by which the Commissioners would close-out each of the open UDC segments and then frame their final motion on the "overall" UDC. There was discussion on when it would be appropriate to make final comments or recommended segment changes, if any, during the course of the meeting. Mr. Zenner noted that it was the choice of the Commission; however, it may be best to make final remarks following the closing of all six of the UDC segments and just prior to the final vote. Commissioners agreed that this would be an appropriate approach to take.

Mr. Zenner also remaindered the Commission that this evening's meeting was just their discussion. There was no public input as that portion of the process was closed on December 15. He noted that staff would give a brief report on the UDC process and then the Commission could begin its deliberation process.

Mr. Zenner also suggested that if any amendments were made during the Commission's deliberation those amendments would need to be verbally read into the record by the Secretary. Mr. Zenner noted that he would be willing to read all other amendments that were included in the December 30 Errata sheet into the record prior to the Commission's final vote. Commissioners agreed that this was an appropriate way to handle the final voting segment.

ACTION(S) TAKEN:

Work session minutes from December 1, 8, 12, and 15 were approved without modification. No votes or motions were made. Meeting adjourned approximately 5:55 p.m.