

Planning and Zoning Commission Work Session Minutes
May 20, 2021
Conference Room 1A & 1B - 1st Floor City Hall

I. Call to Order

Commissioners Present – Burns, Stanton, Loe, Geuea Jones, MacMann, Rushing, Russell, and Toohey

Commissioners Absent – Carroll

Staff Present – Smith, Kelley, Smith, Teddy, Thompson, and Zenner.

II. Introductions

III. Approval of Agenda

Meeting Agenda adopted as presented unanimously.

IV. Approval of Minutes

May 6, 2021 work session minutes adopted as presented unanimously.

V. New Business

A. Council Correspondence - Supplemental UDC Amendments

B. Tentative Phase 3 UDC Text Amendments

C. Follow-up Scoping Discussion - Joint PZC & CEC Meeting

Discussion (combined) on Topics A-C

Mr. Zenner said they were working on Council correspondence to summarize the Commission's desire to undertake additional study and discussion on density and lot coverage as it pertains to residential zoning codes and outcomes. This would go to the Council shortly to ask for official direction to add this to the Commission's work program.

Mr. Zenner said the next phase of text amendments the Commission had been working on would be on the regular meeting agenda this evening. He said it would be appropriate for the Commission to discuss their priorities at this juncture for the next round(s) of text amendments. He said the staff also has a list of priorities. He said many had been brought to his attention as a high need by the Neighborhood Services staff in terms of enforcement interpretations and issues for property maintenance. Specifically, they asked for amendments to Article 4, Section 3 on parking and how yards may be occupied. There were unintended consequences which has been identified in how the code was applied. There was also need for clarity in how driveways for non-residential properties were applied. They'd also like to address the drive thru code in terms of location relative to roadways and how screening walls may be used.

There was general discussion.

Mr. Zenner said they needed to also address the removal of the C-2 zone within the UDC. He did not have an update on Short Term Rentals (STRs) code amendments but that was anticipated to come back to the Commission soon. He said the West Area Plan was on hold due to the pandemic and the challenges for the staffs, joint commissions and public to meet. This was still part of the work program. He had been in contact with County Planning Staff on the work load and who might be responsible for various tasks.

There was general discussion that the City should take an active role on areas that were likely to be annexed in the future into the corporate boundary and that the County may be well situated to handle other areas and tasks.

Mr. Zenner said related to, but also in addition to the West Area Plan and the Comp Plan, there may be direction to look critically at land uses for areas near the city and specifically those near sensitive areas.

There was discussion on how these topics may be addressed in terms of zoning codes versus area plans versus overlay districts.

Mr. Zenner said Mr. Cantin, the Neighborhood Coordinator, was working on a survey of other communities to develop a public outreach strategy and to evaluate what would be involved (time, resources, etc.) to carry out a successful and meaningful public engagement strategy for the Comp Plan and other planning endeavors. This had been identified as a critical need in the Comp Plan Status Report. Mr. Cantin would bring back a strategic plan for input by the Commission and steps to implement the strategy. This would likely also entail crossing walking other plans for both public input strategies and opportunities and to identify conflict and overlap between plans.

There was discussion on how the new Census data, which is expected soon, would tie-into the public outreach strategy and also the Comp Plan update and other planning efforts. There would be opportunities to use the data as part of recalibrating the transportation model. There may also be future realignment of staff time and assignments to accomplish the desired work program.

There was discussion on having a joint meeting(s) and sustained communication with the Environment and Energy (EEC) Commission. Mr. Zenner was interested in how the Commission wanted to reach out and how they saw opportunities and potential discussion topics.

Ms. Loe said it would be beneficial for EEC members to come to Commission meetings to see what the Commission's role was and the types of cases they see to have conversations on the process and how the review and recommendation process works. This would help build understanding on how the CAAP or EEC may work into the process.

Mr. Stanton said it was important to make it a dialogue and understanding of roles so that it wasn't an us versus them situation. There were conflicts that needed to be addressed and it would be helpful for both parties to understand why there were conflicts at time.

Ms. Geuea Jones said she saw benefits in breaking bread via a joint work session. She said it would be beneficial to discuss how the process works, from concept to approval. She too, as a

newer Commissioner, would like more information on the early steps of the process before cases got to the Commission.

Mr. Zenner said they could get together to discussion opportunities and area of disconnection. Education and sharing information on each group's goals would help to make a bridge of understanding and realistic implementation, enforcement, and potential code revisions.

There was discussion of potential topics to use as examples of the process and how the Commission worked through their own competing goals and objectives. The Commission discussed how the street trees revisions last year were a good example of conflict and compromise. This or a similar such topic may be a good source of education and understanding building for both the Commission and the EEC on how plans are implemented through code and how the Commission works through issues. There was desire by the Commission to reach out in general and also to look at upcoming agenda items to see if there were specific opportunities to engage and work with the EEC on topics they may have interest and expertise in.

There was general discussion on how to work with other groups to implement the Comp Plan and other plans and to engage and inform the community on text amendments.

VI. ADJOURNMENT

Meeting adjourned approximately 7:00 pm

ACTION(S) TAKEN:

Motion made by Commissioner Russell, seconded by Commissioner MacMann, to approve the agenda as submitted. Motion passed unanimously. Made motion by Commissioner MacMann, seconded by Commissioner Russell, to approve the May 6, 2021 work session minutes as presented. The motion passed unanimously with one abstention.