

**Planning and Zoning Commission Work Session Minutes
September 18, 2025
Conference Room 1A & 1B - 1st Floor City Hall**

Call to Order

Commissioners Present – Brodsky, Darr, Geuea Jones, Gray, Stanton, Stockton
Commissioners Absent – tWalters, and Wilson
Staff Present – Craig, Orendorff, Palmer, Zenner

Introductions

None

Approval of Agenda

Meeting agenda adopted unanimously.

Approval of Minutes

The September 4, 2025 work session minutes were approved unanimously with Commission Brodsky abstaining.

Old Business

A. Small Lots – Art. 5 [Subdivisions] Revisions Discussion

Mr. Zenner picked up from where the Commission left off on the topic at its September 4 meeting. He began by noting the potential need for considering the use of reduced right of way in new greenfield small lot developments to promote possible cost reductions in creating these types of lots. Mr. Zenner explained possible reductions could be considered in coordination with alley-accessed lots with the alley also serving as a utility corridor. He noted establishing the correct balance with respect to specific infrastructure improvements along the primary roadways and their integration into the surrounding roadway network would need to be considered to ensure possible cost savings could be realized without compromising overall system functionality.

The Commission discussed this recommendation and broadly supported it. Mr. Zenner noted that proposed language could be added to Appendix A that provided “options” for roadways in new small lot developments which would be triggered if certain features were included in the layout/design of the new developments. He further noted that prior to preparing such text he would coordinate with the City’s Traffic Engineer and Fire Department to ensure that such alternative designs met minimum functional needs.

As a part of the broader discussion, Mr. Zenner also noted that the he would need to discuss the potential of relocating the standard 10-foot utility easement that are presently required to parallel right of way to the rear of newly created lots. Relocating the utility corridor would possibly permit new homes to be shifting forward, closer to the front property line, without impacting access to critical infrastructure. The Commissioners noted the option was worth exploring and believed it may enhance the streetscape, encouraging pedestrian use.

Finally, Mr. Zenner noted that upon review of Appendix A there were several common issues identified within each street type that needed to be addressed as part of the over “clean-up” of the Appendix. Issues such as when parking is permitted on both sides of a street and tree placement within buffer strips where the two most common issues needing to be addressed for consistency purposes. He noted that the final revision text submitted to the Commission would include amended text to “clean-up” the inconsistencies.

Mr. Zenner noted that there were just a couple of remaining items to discuss with respect to the revisions to Appendix A and that he would continue his presentation on them the next work session. He also noted that he may potentially begin presenting revision text for the Commission to consider. Mr. Zenner thanked the Commission for their contributions and the work session discussion.

Adjournment

Meeting adjourned at 6:45 pm.

Actions taken:

A motion made to approve the agenda as submitted by Commissioner Gray and seconded by Commissioner Brodsky. The agenda was approved unanimously. A motion made to approve the September 4, 2025 minutes as submitted by Commissioner Stanton and seconded by Commissioner Gray. The minutes were approved unanimously with Commissioner Brodsky abstaining.