

**Planning and Zoning Commission Work Session Minutes
October 9, 2025
Conference Room 1A & 1B - 1st Floor City Hall**

Call to Order

Commissioners Present – Brodsky, Darr, Geuea Jones, Gray, Ortiz, Stanton, Stockton, Walters, and Wilson

Commissioners Absent – None

Staff Present – Craig, Halligan, Kunz, Orendorff, Smith, Zenner

Introductions

Mr. Clint Smith, Community Development Director, and the Planning Commissioners introduced themselves to one another.

Approval of Agenda

Meeting agenda adopted, as amended by moving officer elections to the end of the meeting, unanimously.

Approval of Minutes

The September 18, 2025 work session minutes were approved, as amended by adding Commissioner Ortiz as “absent”, with Commission Ortiz and Walters 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 18 meeting. Prior to discussion the remaining provisions within Appendix A there was a discussion about the potential to consider allowing a greater level of front yard encroachment (possibly ½ of required setback) with porches as a way to reduce the impacts that street frontages being dominated by garages doors can have. Mr. Zenner noted this was a possibility, but the request would need to be considered in the context of all development with the City not just “small lots”.

A possibility to limit it the modification to just new “greenfield” development would be an option, but if the idea is good for the new style of lots why not all lot types. It was agreed that the suggestion would be looked into further to see what issues may be created if the reduction were applied community wide. The concern was not the additional encroachment, but the possible impacts to utility corridors, safety, and neighborhood continuity along the street facade.

Mr. Zenner then went on to address the remaining contents of Appendix A that staff identified as possible areas of revisions to accommodate the new “small lots”. There was discussion that the street profiles outside of the “residential” category would not be addressed as part of any amendments associated with current project; however, depending on what the City’s consultant identified as possible “complete street” change modification to all the profiles may be considered.

Mr. Zenner also sought further clarification that the Commission desired to have specific standards developed that would address minimum criteria for when alleys were integrated into new developments and served as a “small lots” accessible street frontage. Commissioners agreed that such standards were appropriate and that “service” alleys needed to possibly be allowed to be created with small widths. Several Commissioners noted existing developments within the City were narrower than 20-foot alleys were more than sufficient to address access needs. Mr. Zenner noted that a discussion with the Fire Department and Public Works would be needed to ensure that if lesser right of way were allocated it would not impact public safety or service delivery.

It was suggested that possibly the use of “one-way” alleys could be considered as a means of reducing width. Mr. Zenner noted that could be considered as part of the discussion as well. He also noted that it may be appropriate to create a specific section within Appendix A that dealt with “street standards for small lot development”. Doing so would reduce possible confusion and clearly define if one provided certain types of improvements the reduction would be applicable and if not the standard street requirements would apply.

Mr. Zenner looked through his remaining notes within Appendix A and indicated that all matters of possible conflict in creating “small lots” had been discussed. He noted that he would now begin the process of preparing the written text changes to both the provisions of Article 5 (Subdivisions) and Appendix A that had been discussed. Mr. Zenner thanked the Commission for their contributions and the work session discussion.

Special Items

A. Planning Commission Officer Elections

Election ballots were distributed and nomination were made for the positions of Chairman, Vice-Chairman, and Secretary. Commissioner Geuea Jones was the sole nominee for Chairman and was elected unanimously. Commissioner Stanton was the sole nominee for Vice-Chairman and was elected unanimously. Commissioners Brodsky and Gray were nominated for Secretary. Following voting, Commissioner Brodsky was elected by a vote of 6-3.

Adjournment

Meeting adjourned at 6:45 pm.

Actions taken:

A motion made to approve the agenda, as amended, submitted by Commissioner Gray and seconded by Commissioner Wilson. The agenda was approved, as amended, unanimously. A motion made to approve the September 18, 2025 minutes, as amended, by Commissioner Darr and seconded by Commissioner Gray. The minutes were approved unanimously with Commissioner Ortiz and Walters abstaining.