

**Planning and Zoning Commission Work Session Minutes
December 21, 2023
Conference Room 1A & 1B - 1st Floor City Hall**

Call to Order

Commissioners Present – Carroll, Dunn, Ford, Geuea Jones, MacMann, Loe, Placier, Stanton, and Wilson
Commissioners Absent – None
Staff Present –Ahamed, Kunz, Palmer, Teddy, Thompson, Zenner

Introductions

Approval of Agenda

Meeting agenda adopted unanimously

Approval of Minutes

The December 7 work session minutes were approved unanimously.

Old Business

A. UDC Text Amendment – RC (Residential Cottage) District

Mr. Zenner introduced the topic and began by discussing the changes that were prepared modifying the dimensional summary tables to integrate the “small” lot type into it. He noted that he chose to make a clear break point between the upper limit of the new lot size and that of the existing 5000 sq. ft. lot within the R-2 district. He also noted that following discussion with Commissioner Loe at the conclusion of the December 7 meeting it was identified that the side setbacks applied to single and two-family development within the R-MF district did not match those in the R-1 and R-2 districts. To ensure parity between all the residential districts when single-family detached and attached structures were being constructed amendments to the R-MF setbacks for were also made. Additionally, Mr. Zenner note several other technical corrections were made to the dimensional table in Article 4 to ensure parity with provisions shown within the dimensional tables in Article 2.

There was general discussion on the changes proposed. A comment was made that the way the tables were prepared that there was no ability for an individual to build on a lot between 4950 sq. ft. and 5000 sq. ft. in the R-2 and R-MF districts or between 4950 to 7000 sq. ft. within the R-1 district. Mr. Zenner indicated that was correct and that based on discussion at the last work session creating standards for middle lots was likely necessary to accommodate this. The Commissioners agreed that this would be needed and that the break points between the standards likely need to go up to 4999 for small lots and from 5000 to 6999 for medium lots. Mr. Zenner noted he would prepare tables reflecting the medium lot for the next work session.

Mr. Zenner also discussed the need for a definition for “dwelling, cottage”. If the Commission did not believe that such a term was needed the permitted use table would not need to be amended to include it. If it were not defined, the small lots would capable of being improved with any size structure subject to possible “use-specific standard” limitations. Mr. Zenner noted that the building envelope and maximum height of the district were the only factors that governed actual structure size.

There was discussion on this issue. Concerns were expressed that there may be abuse of the newly created lots by maxing out the building envelope and creating structure not proportional to the lot. As discussion continued, Mr. Zenner noted that one possible method to control structure size would be to establish a floor area ratio (FAR) for each of the different sized lots (small and medium). Commissioner indicated a desire to further pursue research on what this may look like when applied to the new lot types. Mr. Zenner noted

that given the prior research the 3000 sq. ft. lot had about a 0.40 FAR given it could only support a 1260 building envelope.

Mr. Zenner noted that he and Mr. Kunz would need to do some additional lot analysis with this new direction. He also noted that he would need to revise the data tables to update the information to address the changes to the underlying setbacks shown within the dimensional summaries presented this evening. He thanked the Commission for their input and noted staff would be back with additional revisions reflective of discussion from this evening for the January 4 work session.

ADJOURNMENT

Meeting adjourned at 6:58 pm.

ACTION(S) TAKEN:

Motion made to approve the agenda as submitted. Motion made to approve the December 21, 2023 work session minutes as presented.