

Planning and Zoning Commission Work Session Minutes  
April 10, 2014  
Conference Room 1-B - 1<sup>st</sup> Floor City Hall

**ATTENDANCE:**

Commission Members Present: Lee, Loe, Reichlin, Stanton, Strodtman, Tillotson, Puri, Wheeler  
Commission Members Absent: Burns  
Staff: MacIntyre, Teddy, Zenner  
Guests: Adrian Stolwky

**ADJUSTMENTS TO AGENDA:**

None

**TOPICS DISCUSSED – New Business:**

- **FY 2015 Capital Improvement Plan (CIP) response memo**

Mr. Zenner distributed the proposed response memo to the Commissioners and gave an overview of its contents. He noted that Chairman Puri had reviewed the document and made some changes to it. He also noted that the format of the memo was consistent with what had been provided in prior years. Mr. Zenner asked for additional comments from the Commission and stated that the memo could be revised if desired.

There was no Commission discussion regarding the memo's contents. Chairman Puri asked if the Commission was satisfied with the memo. There was unanimous consent that it adequately covered the Commission's observations and concerns. Following the vote Mr. Zenner noted he would deliver the memo to the Finance Department.

- **Accessory Dwelling Unit (ADU) ordinance follow-up**

Mr. MacIntyre explained the Council's recent action regarding the ordinance. He noted that they have in essence requested two ordinances – overlay/pilot program for the West Ash neighborhood and modification of the Commission's proposal so that there would be a "no density" increase. The no density increase was recommended based on revisions proposed by the Law department and would basically allow a second detached structure on R-2 lots greater than 10,000 square feet.

There was Commission discussion surrounded the issue of how setbacks/separation would be determined/applied if a second detached dwelling was allowed. It was concluded that the building code distances would govern separation between structures and the R-2 setbacks would govern front, side, and rear setbacks.

Given the desire of Council, the Commission discussed possible ways of revising the language in the proposed amendment. There was limited agreement on making changes to the ordinance as it was presented. The Commission felt it provided the Council with an option to permit increased density in

the assigned area and had looked at all the possible issues. The consensus of the Commission was it completed its assignment and that further revisions from what was publicly presented and discussed should not be made.

The Commission further discussed the practicality of the approaches the Council was seeking to have implemented. Concern was expressed that allowing a second detached dwelling on only 10,000 square foot lots would gut the intent of the Commission's prior work. Several Commissioners commented on the provisions within the proposed amendment that dealt with reducing the impact of the second dwelling on the smaller lots. The Commissioners did not see the concern of increased density as being a significant issue.

The Commission also discussed in greater depth the issue of creating an overlay for just West Ash. The discussion focused on the idea that establishing the overlay would not give opportunity for the true benefit of the ordinance to be realized. Several Commissioners believed the establishment of an overlay would be too narrow and that other neighborhoods such as North Central would be excluded from establishing ADUs.

Mr. Zenner noted that part of Council's concern dealt with providing protections to the East Campus and Benton-Stephens neighborhoods since they had expressed limited/no desire to have the ADU provisions applied within their neighborhoods. Several Commissioners indicated that creating such "exclusion" provisions may not really be the Commission's responsibility, but should be something that Council do.

Mr. Zenner acknowledged that such a view may be appropriate; however, it may be worthwhile for the Commission to recommend optional language for the Council's consideration to provide such protections. He noted that such action would acknowledge the concern, but not indicate that the Commission agreed with it. Adoption of the optional language would be at Council's discretion.

The Commission discussed this point and agreed that proposing the optional language would be appropriate. Discussion then moved to how they should address/deal with the proposed revisions sought by Council regarding the overall ordinance. It was concluded that the ordinance as presented should be moved forward without creating an overlay for West Ash and without the "no density increase" provision. The Commission felt that the ordinance presented was the best way of addressing the assignment given to them.

Mr. Zenner indicated that based on the Commission discussion and action tonight that the staff would proceed to prepare the final public hearing ordinance and schedule the hearing for the second meeting in May. The Commission indicated that such course of action was acceptable.

- **March 2014 Building Permit Report**

Mr. Zenner gave an overview of the permit report. There were no Commissioner questions relating to the report.

- **Rock Quarry Road Scenic Roadway Stakeholder Advisory Group**

Mr. Zenner indicated that the Council was seeking a Commissioner to serve on the newly formed Rock Quarry Road Scenic Roadway Stakeholder Advisory Group. He noted that this group was recommended as part of the revisions made to the Rock Quarry Scenic Road Overlay and that assignments would principally deal with improvements in the corridor; however, there had been informal discussion about the possibility of revising the current Road Quarry Area Plan. Mr. Zenner noted that this group would be staffed by representatives from Public Works.

There was general discussion among the Commissioners as to who wanted to serve. Mr. Stanton indicated that he would be willing, but expressed concern about possible conflicts with his schedule and work. No other Commissioners expressed interest in serving. Chairman Puri requested Commission approval of Mr. Stanton's appointment. There was unanimous approval.

## **OLD BUSINESS**

No old business items discussed.

**ACTION(S) TAKEN:** Minutes from the March 20, 2014 meeting approved. Mr. Stanton was appointed as the Commission's representative on the Rock Quarry Road Scenic Roadway Stakeholder Advisory Group. The staff was directed to proceed forward with preparing the hearing draft and scheduling the public hearing for the ADU amendment. No other votes or motions were made.

Meeting adjourned approximately 6:55 p.m.