

Planning and Zoning Commission Work Session Minutes
September 4, 2014
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Commission Members Present: Burns, Lee, Loe, Puri, Reichlin, Russell, Stanton

Commission Members Absent: Strodtman, Tillotson

Staff: MacIntyre, Smith, Teddy, Zenner

ADJUSTMENTS TO AGENDA: None

TOPICS DISCUSSED – New Business:

- **Steep Slopes follow-up**

Mr. Zenner introduced the topic and gave a summary of the discussion from the last work session. He noted that the desired outcome for tonight's meeting was to obtain direction from the Commission on two primary issues – (1) industry involvement/comments on the proposed ordinance and (2) acceptance/modification of the 2012 EEC comments and recommendations relating to the ordinance's contents.

There was general Commission discussion relating to both issues. It was concluded that additional out-reach to the design profession was needed prior to forwarding the ordinance to Council for consideration. Mr. Zenner noted that he would work with Shane Creech to develop an informational letter explaining the impact of the proposed ordinance on future development. It was also concluded that making changes beyond that proposed by EEC should be held off until design professional and other interested party comments were received.

Several Commissioners noted that possible changes made by the Commission, design professionals, or other interested parties could be well received or ignored by the Council. As such, concern was expressed as to how much time should be expended to get additional comments on the ordinance. Several Commissioners acknowledged this concern; however, the majority believed it was important to put forth the best ordinance possible and let Council do with it as they may.

Chairman Puri asked Mr. Zenner how long it would take to engage the design professionals. Mr. Zenner indicated that he believed it would be at least one month prior to this topic being ready for additional Commission consideration. Mr. Zenner noted that he foresaw design professional as well as other interested parties being able to provide public comment during the public hearing portion of a regular PZC meeting. He indicated that this approach has been previously used with ordinance amendments the Council has asked Commissioners to comment on which are not part of the zoning ordinance. Allowing public input during the PZC meetings is believed the best way to capture comments for Council's consideration since such comments would be captured in the official PZC meeting transcript which is forwarded to Council with all PZC cases.

Mr. Zenner summarized the desired action that the Commission indicated it wanted to take on this issue. Commissioners acknowledged the summary was correct. Mr. Zenner thanked the Commission for its attention and indicated he would begin getting materials together for the additional public input.

- **Building Permit Report**

Mr. Zenner noted that the building permit report was distributed for information purposes. He further stated that with this month's report and all future reports the Commissioners will receive not only the permits issued

for the month, but also a 3-year permit comparison as a means of evaluating the construction permitting trends. Several Commissioners indicated that they appreciated the comparison data and thanked staff for providing it.

OLD BUSINESS

- Work Program Status – status update

No report given

ACTION(S) TAKEN: August 21, 2014 minutes were approved. No other votes or motions were made.

Meeting adjourned approximately 6:50 p.m.