

Planning and Zoning Commission Work Session Minutes
March 5, 2015
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Commission Members Present: Burns, Lee, Loe, Reichlin, Russell, Stanton, Strodman,
Commission Members Absent: Puri, Tillotson
Staff: Smith, Teddy, Zenner

ADJUSTMENTS TO AGENDA: None

TOPICS DISCUSSED – New Business:

- **Columbia Imagined Implementation “report card”**

Mr. Zenner updated the Commission on the action that Council took on the proposed report card at its meeting on Monday. He noted that the Council was generally complimentary of the work completed; however, asked that they have opportunity to review it and respond with more formal comments. It was understood that comments would be submitted within two weeks to the City Manager’s Office. Staff was also able to obtain authorization to start on the development of the web-based interactive version of the report card. Mr. Zenner noted that Ms. Bacon would be working on this with the City’s webmaster and would report back at a future work session regarding progress.

Mr. Zenner also indicated that he and Mr. Teddy meet with the Chairman of the Vision Commission to discuss the report card and its inter-relationship with the Vision Commission’s progress reporting responsibilities. He noted that the Vision Commission was beginning a process of “Re-visioning the Vision” and would be trying to determine what topic areas within the report card they may have comments on and those that they may consider leaving to staff and Planning Commission to report out on. Mr. Zenner noted there was not a specific time by which staff was expecting comments from the Vision Commission; however, completion of the report card was not due until later this year.

- **Development Code Update – Districts & Uses**

Mr. Zenner gave a board overview of the zoning district structure, use groups, specific uses that are proposed in the new unified development code that is being prepared by the code consultant Clarion. The purpose of the presentation was to familiarize the Commission with what will be brought to them for consideration in the fall and to elicit comments about particular concerns they may have with what work has been completed to date.

The presentation was broken into three segments – districts, use categories, and uses. Mr. Zenner explained the reasons for the consolidation of districts and how the new districts related to the existing ones. When asked if the district structure was acceptable and expansive enough the Commission indicated that they did not see issue with what was proposed.

Mr. Zenner then proceeded to explain that the uses in the current code were reorganized and grouped into use categories. He noted that in some instances old uses were eliminated due to irrelevance and that uses once listed separately had been consolidated in a single use since the consultants believed the single use better captured its contemporary meaning. Mr. Zenner noted that in several use categories new uses were added to deal with ideas expressed within Columbia Imagined. He also indicated that each use listed in the categories was now defined.

When asked if the use categories were sufficient the Commission indicated that they appeared to capture all of the potential categories that could be used. An observation was made that it appeared ADUs were not properly shown in the use category tables. It was noted that an ADU is a “residential” use but only showed up in the “accessory” use group. Staff was asked if this could be changed. Mr. Zenner and Teddy indicated it could be and would explore that with the consultants prior to the final draft being produced.

Finally, Mr. Zenner provided an overview of the specific uses within each use group. He noted that certain uses had specific standards that would need to be followed if they would be developed in a specific zoning district. Mr. Zenner indicated that the “use specific standards” were not included within the work session packet; however, were accessible from the link provided. He noted that a review of the “use specific standards” could be undertaken at a future work session, if desired.

Commissioners asked if they were going to review the MD-T standards. Mr. Zenner indicated that the discussion of the MD-T would occur separately as it included a significant amount of detail. A question was asked regarding dimensional standards (setback, height, etc). Mr. Zenner indicated that for each district there were such standards. He further explained there were specialized standards in the R-2, CN and CG districts that allow for alternative development standards to be applied when specific conditions were present. Mr. Zenner also noted that there were changes proposed to how land use transitions would be handled through new buffer/screening standards.

Due to time constraints, Mr. Zenner was unable get additional input from the Commissioners on specific issues with any of the proposed uses within the use groups. It was recommended that the discussion of this topic be carried forward to the next work session at which the code update would be discussed. Mr. Zenner indicated that was possible and would do so. He also noted that Module 3 of the code would be made available shortly for public review and that a public meeting on the module would be scheduled in April.

OLD BUSINESS

- Work Program Status – status update

No report given

ACTION(S) TAKEN: February 19, 2015, minutes were approval. No other votes or motions were made.

Meeting adjourned approximately 6:55 p.m.