

Planning and Zoning Commission Work Session Minutes
January 8, 2015
Conference Room 1-B - 1st Floor City Hall

ATTENDANCE:

Commission Members Present: Burns, Loe, Puri, Reichlin, Russell, Stanton, Strodtman, Tillotson

Commission Members Absent: Lee

Staff: Smith, Teddy, Zenner

ADJUSTMENTS TO AGENDA: None

TOPICS DISCUSSED – New Business:

- **2015 Work Program**

Mr. Zenner distributed copies of the proposed 2015 Commission Work Program and proceeded to give an overview of what the potential topics for discussion could be. He indicated that at the Council meeting on Monday evening there was a request by Ms. Hoppe, approved by the entire Council as a motion, to re-introduce discussion on the proposed steep slopes amendment before August 2015. Mr. Zenner explained the rationale behind why the item appeared on the calendar as it was shown. He noted that the time lag was generally there to permit staff adequate time to complete an analysis of the proposed amendments potential impacts on city-wide development and to ensure that public engagement with the development industry was undertaken.

The Commission discussed the request and Council motion. It was concluded that given the outstanding items needing to be completed before meaningful discussion at the Commission level could occur a change in the proposed calendar was not desired. The Commission indicated it desired the staff to be thorough in its analysis, determination of impact, and out-reach efforts.

Having addressed the proposed modification to the work program, Mr. Zenner proceeded to explain the remaining topics on it. He noted that several should look familiar as they were a continuation of topics from last year. Mr. Zenner noted that the spacing of topics would lead to not having a continuous series of work session meetings for the coming year. This would be a significant departure from past practice; however, one that could be justified given the nature of the 2015 topics and the need to prepare for each.

Mr. Zenner noted that staff would be open to having topics recommended by the Commission that could be added to the work program, if desired. Doing so would ensure that the Commission was engaged throughout the year and reduce potential criticism for not holding meetings. He noted that proposed topics would need to be evaluated to determine what effort would be necessary to bring them forward. Mr. Zenner suggested as an example that instead of not meeting until the beginning of March there could be a meeting at the end of February to discuss form-based codes and use that discussion as a primer for the broader discussion of the Code update.

The Commission had general discussion on adding topics to the work program. It was generally agreed that no new projects should be added. Concern was expressed that convening meetings in which no decisions or outcomes were achieved generally resulted in unproductive work sessions. Staff was asked to not schedule meetings just for the purpose of scheduling. Rather, the majority of the Commission expressed the desire that they would prefer meetings which were outcome driven.

Mr. Zenner indicated that he understood the Commission's desire and noted when possible he and the staff would strive to make work sessions as focused as possible. He also noted that it may be possible to provide opportunities for Commission education outside of work sessions (via webinars or publications) or on an "optional" basis. Commissioners indicated that such an approach would be welcomed and felt it would permit the best use of their time.

OLD BUSINESS

- Work Program Status – status update

No report given

ACTION(S) TAKEN: December 18, 2014, minutes were approval. No other votes or motions were made.

Meeting adjourned approximately 6:50 p.m.