

Planning and Zoning Board August 20, 2024 Meeting Minutes

NOTE: Lisa Cameron of the Planning & Economic Development Department transcribed these minutes. The minutes are a summation of the events of the meeting and not intended to be a verbatim transcription of the meeting.

Chair McFarland convened the Planning and Zoning Board public meeting at 7:03pm with the following members present: Charles McFarland, Vice Chair Felicia Weinert, Birendra Dhakal, Lisa Williams, and Amy Medford. Mr. Dean Moore was present for public comments.

Vice Chair (VC), Felicia Weinert made the motion to approve the August 20, 2024, agenda. Ms. Williams seconded. The motion was carried by a vote of 5-0.

The Board members considered minutes for the June 18, 2024, public hearing. VC, Felicia Weinert made the motion to approve the minutes. Ms. Medford seconded the motion. The motion was approved by a vote of 5-0.

Under Old Business, the board members discussed the adoption of the design guidelines that Ms. Cameron presented in December 2023. Ms. Williams stated that she would like to adopt the design guidelines based on recommendations from board members because the item was presented in 2023, and the board has deferred and should be considered for adoption.

Chair McFarland gave an overview of the tour on August 12, 2024, with the Downtown Development Authority and other boards chairs. His thoughts on redevelopment and revitalization of the downtown areas are needed, desperately. He looks forward to working with other boards and city staff to market the city for investment opportunities.

Chair McFarland stated that he would like to adopt the guidelines, as is, and asked Ms. Cameron to reiterate the basis needed for recommendations for the guidelines.

Ms. Cameron explained that the current zoning ordinance (ZO) does not particularly include specific guidance for quality development design. Ms. Cameron also stated that the guidelines would be triggered based on a new project, or percentage of renovations or alterations. She also explained that design guidelines are for development and redevelopment and seek to harmonize general planning, construction, unity organization of the built environment.

Additionally, Ms. Cameron requested that all board members review the Design Guidelines and send her their comments at which time will be compiled and presented at a meeting for discussion. Once the comments are discussed, the board can decide to

move forward with a recommendation to the City Council for consideration of approval and adoption, or not.

Ms. Medford explained that she is not in favor of design guidelines because of the cost that may be imposed on vulnerable community members.

Mr. Dhakal explained that the design guidelines should include graphics to help guide the citizens in the zoning and development requirements.

Ms. Williams requested that staff go back to including all documents in the agenda packet uploaded onto the City's website before the meeting.

Ms. Medford requested the board members to allow Ms. Cameron at least 60 days to compile and present the design guidelines at the October 15th public meeting. Providing that the comments are received within the next two (2) weeks.

Mr. Dean Moore made public comments. He stated that he would like to find all documents that will be discussed in public meetings posted on the city's website ahead of time.

Chair McFarland thanked the public for comments and then called for a motion to adjourn the meeting. Lisa Williams made the motion to adjourn the meeting. Ms. Medford seconded. The motion was carried by a vote of 5-0.

The meeting was adjourned at 8:17pm.