

DRAFT MINUTES

Members Present: P. Aho, V. Ward, L. Cooley, K. Rawn
Members Absent: R. Hall
Staff Present: L. Painter, J. Kaufman (2:14-2:44 p.m.), J. Woodmansee

CALL TO ORDER AND ROLL CALL

Aho called the meeting to order at 2:00 p.m.

MINUTES

Ward MOVED, Cooley seconded approval of the May 1, 2020 minutes as presented. Motion PASSED unanimously.

PUBLIC COMMENT

Due to the technical nature of the discussion and comments, Aho agreed to let members of the public comment on specific draft provisions as they were discussed by the Committee. Members of the public providing comments as part of the discussion were: Stephen Moriak, David Fresk, Chase Powell and Jay Williams.

REVISIONS TO ZONING AND SUBDIVISION REGULATIONS

Proposed Multi-Family Regulations

Painter walked Commission members through the draft of multi-family regulations revised to 6/2/2020, which was based on discussion held and feedback received from the public at the May 1, 2020 meeting. The following is a summary of the discussion, recommendations and comments received by subsection number for the proposed Article 10, Section B. For ease of use, the discussion has been ordered by section number and not in the order comments/discussion occurred.

- *Section 2.c.* Members questioned whether there are any provisions in the draft regulations that should be applied to group dwellings. Staff to review.
- *Section 6.* Aho noted that the revisions appeared to eliminate all references to children and requested that children/family be worked in to language so as not to send the message that children were not welcome.
- *Section 6.a.1.* S. Moriak questioned the applicability of the exterior amenity space requirements; staff will work to clarify language.
- *Section 6.a.3.* Painter suggested adding playgrounds as an example of an outdoor amenity to respond to Aho's concern regarding need to encourage child/family friendly amenities.

- *Section 6.a.5.* Ward requested that the language be revised to more clearly state that the provision only applies if communal storage rooms are provided.
- *Section 7.a.1.* Members requested that the reference to child crossing areas be retained and the description of exterior amenity areas be revised to including play areas.
- *Section 8.a.2.* S. Moriak indicated that the building code already has minimum noise mitigation requirements and that there are ways other than insulation to achieve those standards. Based on this input, members recommended deletion of this requirement.
- *Section 8.a.3.* S. Moriak provided input with regard to confusion caused by mixing standards and guidelines, industry standards and measurements, complexity of linear feet of cabinets/drawers, and challenges with demonstrating compliance with these standards at the time of special permit review, when final design has not yet been done. These comments were echoed by C. Powell and J. Williams, particularly with regard to the expense of completing detailed designs prior to knowing whether a special permit would be approved. D. Fresk suggested changing linear feet of cabinets calculation to linear feet of upper/lower cabinets. S. Moriak expressed concern that such a change would limit flexibility to meet changing kitchen design standards (such as provision of open shelving instead of cabinets.) Based on the feedback received, members recommended the following changes:
 - Remove reference to “guidelines” and use “sample” or “example” to reduce confusion regarding the dimensional provisions included in Figure 10.B-1
 - Delete minimum walkway/aisle width from table
 - Delete requirement that countertops be a minimum of 24 inches deep and change measurement to minimum square feet of countertop space, not linear feet.
 - Change linear feet of cabinets/drawers to linear feet of upper and lower cabinets and revise numbers accordingly; include a provision that wall mounted upper cabinets should be at least 50% of length of base cabinets/countertop.
 - Make a 30 inch wide stove/oven the standard for all unit types
 - Change Pantry Closet to include pantries built into cabinetry.
 - Revise Housing Plan and Zoning Permit requirements to clarify the level of detail required at each stage. For example, the Housing Plan should identify the minimum standards that will be used for kitchen features in each unit that will need to be included in the final design submitted for Zoning Permit approval.
- *Section 8.a.4.* Members expressed a preference for the alternate storage requirements proposed by staff that would require more bulk storage area for larger units. S. Moriak questioned the change from sq. foot calculations to cubic foot calculations, as cubic feet of storage area is not typically included in the level of design completed at the special permit stage. To address this concern, the sections on Housing Plan and Zoning Permit requirements will be revised to establish the level of detail required at each phase. Members also recommended allowing 30% of the bulk storage requirement of any unit to be provided in a communal storage area.
- *Section 8.a.5.* Delete entry requirements.

- *Section 8.a.7.* Consider providing a density bonus for developments that exceed the minimum 25% requirement for family-friendly features contained in Section 8.a.7.
- *Section 8.b.1.* Delete reference to Figure 10.B-2 (which is no longer included in the draft)
- *Section 8.b.10.* Correct numbering (jumps from 7 to 10)
- *Section 8.b.13. C.* Powell expressed concern that this would not be possible for units fronting on a street; members concurred with deleting this guideline.
- *Section B.12.* Revise Housing Plan to address level of detail required (see kitchen and storage requirements as example)
- Correct numbering of Approval Considerations and Zoning Permits
- *Section B.13.* Revise Zoning Permit requirements to address level of detail required.

FUTURE MEETINGS

Painter reviewed two alternate summer meeting schedules prepared for the Committee's consideration.

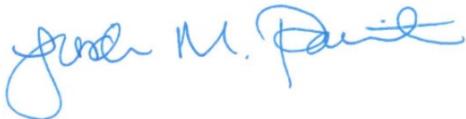
Ward MOVED, Cooley seconded adoption of Option B to revise the Committee's meeting schedule starting June 23 and ending September 22nd. No meeting would be held on June 9th.

Motion PASSED unanimously.

ADJOURNMENT

The meeting adjourned at approximately 3:45 p.m.

Respectfully Submitted:



Linda M. Painter, AICP
Director of Planning and Development