

**Residential Development Regulation Task Force Meeting  
Tuesday, February 24, 2006—1:00-3:00 p.m.  
City Hall—Boards and Commissions Room**

**Meetings Notes & Minutes**

*Meeting began approximately 1:10 p.m., City Hall Boards & Commissions Room*

Task force members:

Chris Allen	<u>  X  </u>	Noah Kennedy	<u>  X  </u>
David Arscott, Co-chair	<u>  X  </u>	Mary Gay Maxwell	<u>  X  </u>
William Burkhardt	<u>  X  </u>	Dennis McDaniel	<u>  X  </u>
Michael Cannatti	<u>  X  </u>	Karen McGraw	<u>  X  </u>
Danette Chimenti	<u>  X  </u>	Terry Mitchell	<u>  X  </u>
Michael Casias	<u>  X  </u>	Laura Morrison, Co-chair	<u>  X  </u>
Dolores Davis	<u>  X  </u>	Clint Small	<u>  X  </u>
Sabas Flores	<u>  *  </u>	Melvin Wrenn	<u>  X  </u>
Silver Garza	<u>  X  </u>		

X = in attendance

\* Resigned from the task force Friday morning before the meeting

Council members and City staff in attendance: Council Member (CM) Brewster McCracken, Council Member Lee Leffingwell, Andy Mormon, Laura Huffman, Marty Terry, Ralph Gohring, Greg Guernsey, Tammie Williamson, Stuart Hersh, Tina Bui

**1. Meeting schedule and structure**

- **Meetings will held each week Tuesdays, 7:30-9:00 a.m. and Fridays, 1:00-3:00 p.m.**
- **Co-chairs will rotate chairing meetings**
- **Staff will take minutes, email to Task Force for review**
- **Set agenda for next meeting at end of each meeting**
- **No meetings Spring Break week, March 13-17.**

**Laura Morrison – 10 minutes**

*L. Morrison outlined the meeting schedule and structure as noted above. While no formal action was taken on this item, there was a general consensus of the task force that the schedule and structure as outlined was acceptable.*

**2. Ground Rules**

- **Pagers/cell phones off/silent**
- **Task Force sits at table together**
- **One person speak at a time**

## **Residential Development Regulations Task Force 02.24.06 Meeting Notes & Minutes**

### **Laura Morrison – 10 minutes**

*L. Morrison outlined the ground rules as noted above. While no formal action was taken on this item, there was a general consensus of the task force that these ground rules were acceptable.*

### **3. Stakeholder input and feedback**

- **Online bulletin board**
- **Meeting notices**
- **Input and feedback on key products/dedicated meeting**
- **Stakeholder discussion groups/acknowledge existing efforts**

### **Laura Morrison – 10 minutes**

*L.Huffman, Assistant City Manager, noted that City staff is in the process of having available to interested citizens an online bulletin board. The mechanism would likely be a Yahoo group or a main.org communications group. Once established, City staff will send out a notice and weblink to interested stakeholders and citizens who have signed up for such notices via the City's website on the issue.*

*Huffman also noted that the City is in the process of posting on the website the dates of the task force meetings with links to documents distributed to the task force during those meetings.*

*Morrison noted that the meetings of the task force would be run like business meetings with the ability for stakeholders to provide input at key points along the process, such as when a product is produced by the task force. Task force members discussed holding some sort of public hearings which would occur both during the day and night to consider stakeholder input.*

*No formal action was taken on this agenda item though there was general consensus from the task force members that the processes outlined for stakeholder input and feedback were acceptable.*

### **4. Task Force Approach on Interim Zoning Regulations**

#### **Council Member Brewster McCracken/Task Force – 55 minutes**

*CM McCracken began discussion of this item by referencing a list entitled "Ideas from Task Force and Stakeholders." He asked task force members which areas they would like to regulate in the 'permanent interim' ordinance to be considered by Council March 2 or 9.*

*There was a general consensus that the following areas were acceptable regulations to be included for consideration in the 'permanent interim' ordinance:*

- *Exclusion of basements from FAR calculation if at 'historic grade' and not visible from street*
- *Include 2<sup>nd</sup>- and 3<sup>rd</sup>-floor covered porches (even if screened and not enclosed) in FAR calculations*

## **Residential Development Regulations Task Force 02.24.06 Meeting Notes & Minutes**

- *Front yard setbacks should match prevailing setbacks in neighborhood*
- *Applications for waivers should be heard in 10-days or at next scheduled Council meeting*

*There was a general consensus that the following areas were not acceptable regulations to be included for consideration in the 'permanent interim' ordinance:*

- *Changes to existing occupancy limits*
- *Second-story setbacks*
- *Increased FAR (over what is already allowed under interim adopted by Council on Feb. 16)*
- *Two-family residential uses*

*No formal action was taken on this agenda item. While there was general consensus from the task force members that the suggestions noted were acceptable, task force member M. Casias noted that he would like to be recorded as having taken no action on this item and that he is not in consensus because no formal action was taken. CM McCracken emphasized that the list discussed was a list of what to bring back to the task force and that this discussion was not an action item.*

### **5. Next steps**

**Laura Morrison/Council Member McCracken/Task Force – 25 minutes**

*Task force members re-introduced themselves since every member was present.*

*L. Morrison introduced a list entitled "Residential Compatibility Regulations, Draft Breakdown of Issues" and a flowchart entitled "Residential Compatibility Task Force—Process (Draft)." These handouts were discussed and while no formal action was taken, there was general consensus from the task force that these documents were acceptable, with commentary that the process outlined in the flowchart would be tweaked as the process moved along.*

### **6. Set agenda for next meeting**

**Laura Morrison – 10 minutes**

*Discussion on some sort of public hearing for stakeholders occurred. It was decided that possible dates for any public hearings would be discussed at the next meeting.*

*Meeting adjourned 3:07 p.m.*