

2/25/2006

**Residential Development Regulation Task Force Meeting
Friday, March 3, 2006—1:00-3:00 p.m.
City Hall—~~Boards and Commissions Room~~ Council Chambers**

Notes & Minutes

Meeting began 1:12 p.m.

Task force members:

Chris Allen	_X_	Noah Kennedy	_X_
David Arscott, Co-chair	_X_	Mary Gay Maxwell	_X_
William Burkhardt	_X_	Dennis McDaniel	_ _ _
Michael Cannatti	_X_	Karen McGraw	_X_
Danette Chimenti	_X_	Terry Mitchell	_X_
Michael Casias	_ _ _	Laura Morrison, Co-chair	_X_
Dolores Davis	_X_	Clint Small	_X_
Silver Garza	_ _ _	Melvin Wrenn	_X_

X = in attendance

Council members and City staff in attendance: Council Member (CM) Brewster McCracken, Karen Gross; Gloria Aguilera; Andy Mormon; Sandra Frazier; Laura Huffman, Marty Terry, Ralph Gohring, Greg Guernsey, Joe Pantalione, Tina Bui

**1. Preview agenda
Laura Morrison – 5 minutes**

Item discussed. No formal action taken.

**2. Discuss and decide Task Force recommendations to Council on Interim Zoning Regulations, based on review of language provided by staff
Council Member Brewster McCracken/Task Force – 50 minutes**

Item discussed. No formal action taken.

M. Terry distributed a new draft ordinance dated 03.02.06, 9:43 AM and reviewed the changes to the ordinance since the Task Force’s last meeting on Feb 02.28.06. Terry also distributed a handout listing various definitions of porches.

Task Force collectively reviewed ordinance.

First item discussed was front setbacks. M. Cannatti distributed report on platted setbacks in Tarrytown (of seven researched, only one had platted setback). Various

suggestions offered: front setbacks must be within 5 feet of blockface average; look at mode of block; allow setback to be within 10% of average or mode or whatever measure is chosen; vacant lots subject to 25-foot setback; greater FAR allowed if greater setbacks implemented; 10% of lot width (e.g., Santa Monica), use building envelope; look at compatibility standards. No consensus on how front setbacks should be regulated. Subcommittee appointed to further review issue and bring back suggestions: K. McGraw, T. Mitchell, C. Allen, and W. Burkhardt.

Basements then discussed. Various suggestions made. Suggestion made to consider exclusion of basement in FAR for permanent ordinance, not now. Another suggestion to perhaps allow basement exclusion in FAR in permanent-interim ordinance if it does not affect massing and is not visible for street; however, must be tightly defined. Safety issues raised of basement space being permitted as building space and not constructed for habitation but later being converted for habitation (e.g, no escape windows if fire). Same subcomm (McGraw, Mitchell, Allen, and Burkhardt) directed to review issue and come back with suggestions.

Discussion that Council should be allowed to extend ordinance expiration date. No vocal opposition.

Discussion on waiver provision followed. Various suggestions made. Suggestion that requirement to provide appropriate drainage facilities be taken out and replaced with requirement to demonstrate compatible massing and scale. Suggestion made to look at Board of Adjustment language: ‘cannot adversely affect neighborhood character.’ Perhaps both drainage and compatible mass and scale should be demonstrated. Incorporate language which asks Council to consider drainage, massing, and scale. Per Task Force comments, Legal staff to look at existing language in ordinance that says “will not adversely affect public health, safety, and welfare” and re-draft so that drainage requirement is not its own standing item.

Discussion on Planning Commission (PC) meeting on 02.28.06: It was noted that PC requested that Task Force look at attached garage and whether or not it should be included in FAR. Request made to subcommittee to study the issue. However, CM McCracken thought it was not an issue that would get consensus and, while should be considered for the permanent regs, it should not be added to consideration for the permanent-interim regs. Therefore, garage issue would not be addressed by the subcommittee.

Two-family residential discussed. Discussion that definition of “two-family structure” in ordinance should be re-worded. Discussion that single-family attached should be added as a use regulated

Request from Task Force repeated that sign should be posted on site of property requesting waiver to ordinance.

Request from Task Force to have maps brought by Watershed Protection and Development Review Dept to Planning Comm. Meeting on 02.28.06 posted on website.

3. Based on Task Force process flowchart, determine process for:

- **Gathering samples**
- **Obtaining input from Stakeholders**

Laura Morrison/Council Member McCracken/Task Force – 50 minutes

Discussion of online bulletin board for citizens to share comments and ideas.

Task Force had made suggestions on organization of bulletin board which staff should implement. Staff will send out notice to citizens who signed up via website once bulletin board is ready.

While no formal action taken, there was general consensus that all Friday meetings would have time dedicated to “Citizen Communication,” during which interested citizens could sign up to speak for 3 minutes each, for a total of 15 minutes.

4. Set agenda for next meeting

Laura Morrison – 5 minutes

Item discussed. No formal action taken.

Meeting ended 3:15 p.m.

Task Force 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.

Task Force Ground Rules

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