

Douglas S. Wright, Jr., chair, called the workshop meeting to order at 4:01 p.m., on Wednesday, October 13, 2021, in the Council Chamber of City Hall.

I. Roll Call

Also present were commission members:

- J. Stone, vice-chair
- C. Davis – via Zoom
- R. Thomas
- J. Wheeler
- S. McIntire, ex-officio

The following staff members were present:

- S. Bockmiller, Development Planner/Zoning Administrator
- M. Flick, Planner
- Amy Haught, Administrative Coordinator

II. REGULAR MEETING

A. Approval of Minutes

September 29, 2021 – Ms. Davis made a motion to approve the minutes. Mr. Thomas seconded, and the motion passed.

B. Planning Commission Business

1. Planning Commission Annual Report for Calendar Year 2020

Staff presentation: Ms. Flick presented the report to the Commission which is in the meeting file.

Commission discussion: Mr. Wright requested that the portable classrooms for Pangborn and Salem Avenue elementary schools be added. Should add something about social media presence and virtual board meetings. To be approved, it will need to be revised and brought back.

2. Review of 2021 Annual Land Management Code Text Amendments (continued from October 13)

Staff presentation: Mr. Bockmiller presented the staff report which is in the meeting file. This is the last of the informal reviews of the proposed amendments before an official package is presented to the Commission for its consideration.

Commission discussion: The commission was amenable to consider amendments to self-storage mini-warehouse facilities consistent with the draft proposal provided by staff. It would be limited to only properties subject to environmentally compromised properties for which potential use is limited due to environmental laws. It would not be permitted on most POM zoned properties. The amendment will be tailored to the narrow consideration of environmentally compromised sites. An example of how this could be done in a quality manner were submitted by the owner of the former Pangborn Factory site (illustrations in the file). The Commission stated it did not want to address vacation rentals. The Commission stated it did not want to consider permitting retail in the RO district by right. The Commission was in favor of moving forward with amendments that permitted outdoor dining attached to restaurants and similar uses in Conversion Districts. Staff walked the Commission through a series of “miscellaneous” minor amendments and no issues were raised. Discussion of generalized concepts for amendments addressing homeless shelters and emergency transient housing were discussed. Staff would come back with proposed text based on this conversation. Staff presented several proposed changes to the sign regulations, including directory signs, projecting signs and roof mounted signs, as well as modification to the animation limitations on electronic signs.

III. Adjournment: -- 5:49 p.m.

1/12/2022
Date

Amy Haught, Administrative Coordinator

Douglas S. Wright, Jr., chair, called the meeting to order at 7:05 p.m., on Wednesday, October 27, 2021, in the Council Chamber of City Hall.

I. Roll Call

Also present were commission members:

- C. Davis
- J. Stone
- R. Thomas
- S. McIntire, ex-officio

The following staff members were present:

- K. Maher, PCAD Director
- S. Bockmiller, Development Planner/Zoning Administrator
- M. Flick, Planner
- A. Haught, Administrative Coordinator

Absent were commission members:

- J. Wheeler

II. REGULAR MEETING

A. Approval of Minutes: No minutes.

B. Development Review:

Consultation – Reese Farm subdivision – Emmert Road

Applicant represented by: David Lyles, property owner, and David Trostle of Frederick, Seibert and Associates.

Staff presentation: Mr. Bockmiller presented his staff report which is in the meeting file. The property owner wanted to review the proposed layout of the development and discuss its nature (townhouse garage configuration without using traditional neighborhood design). Given its location and the developed nature of surrounding properties, staff has no objection to the use of contemporary subdivision design (no alleys) provided the issue of parking across public sidewalks can be addressed.

Applicant presentation: Mr. Trostle explained the nature of the surrounding area, topographic constraints, the unlikelihood that a collector road could be incorporated.

Commission discussion: The Commission had little comment on the design and had no objection to moving past the expectation of traditional subdivision design. Contemporary design would be acceptable here.

C. Planning Commission Business

2021 Annual Package of Amendments to the Land Management Code

Staff presentation: After discussing issues informally at prior meetings, this is the official presentation or request for amendments to the Land Management Code to the Planning Commission for its consideration before moving an endorsed package to public review. The issues were discussed individually as follows.

Commission Discussion: For proposal 2021-03 (homeless shelters), Mr. Stone suggested that homeless shelters be permitted downtown with a special exception. After discussion and further explanation of the full expanse of the existing interpretation of the ordinance and proposed language, he withdrew his concern. For proposal 2021-04 (mini-storage in POM District), there was no discussion. For proposal 2021-05 (updates to Conversion District) there was no discussion. For proposal 2021-06 (miscellaneous), the Commission directed no changes to any of the proposed 11 amendments. For proposal 2021-07 (traditional subdivision design), the definition of “ell” was accepted. Mr. Stone stated that the standard detail for streets and alleys should be as narrow as possible to offset the additional impervious surface. Mr. Stone suggested that two-way alleys aren’t necessary. Once staff explained all the changes, the Commission had no objections to or changes to any of the 11 adjustments. For proposal 2021-08 (signs), staff believed they made all the changes directed at the last meeting, but the meeting audio was hard to understand. No changes were directed.

The issue was also raised about resurrecting expired nonconforming townhouse buildings, even when they were reduced in number of units and in compliance with current requirements. Staff noted this would affect few buildings in the city, but one came up recently on Jonathan Street, where what was obviously a stick of three townhouses was converted into a duplex. The new owner wants to put it back into service as three units. The building is obviously built for that purpose but interior party walls were breached in the past connecting two of the units. The Commission directed staff to craft language to address this

D. Other Business – There was some discussion of Recovery Act funding being provided to planning commissions and planning operations in other jurisdictions. Mr. Wright pointed out that the next comprehensive plan should involve an outside consultant. Ms. Maher pointed out that outside help might be needed for updating the Water Resources Element. Some discussion as also had regarding planning for climate change and impervious surface mitigation.

III. ADJOURNMENT – 9:00 p.m.

1/12/2022

Date



for Amy Haight, Administrative
Coordinator