



Planning Commission Special Meeting October 8, 2020

Meeting Minutes

1) CALL TO ORDER/ROLL CALL/CONFLICT DISCLOSURE

Chair William Chester called the meeting to order at 6:01 PM. Planning Commissioners in attendance were Vice-chair Kimberly McCormick Osmond, Jon Quitslund, Lisa Macchio, Joe Paar and Sarah Blossom. City Staff present were Planning & Community Development Director Heather Wright, Senior Planner Jennifer Sutton, Development Engineer Paul Nylund, Associate Planner Ellen Fairleigh, Arborist Nick Snyder and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

Commissioner Blossom disclosed she owned a share in the Islander Residents' Association and would recuse herself from any FAR Bonus Density discussion involving them.

The agenda was reviewed.

2) PLANNING COMMISSION MEETING MINUTES

2.a Review and Approve Planning Commission Meeting Minutes

[Cover Page](#)

[Planning Commission Meeting Minutes DRAFT 082720.pdf](#)

[Planning Commission Meeting Minutes DRAFT 091020.pdf](#)

[Planning Commission Meeting Minutes DRAFT 092420.pdf](#)

Motion: I move approval of the meeting minutes for August 27, 2020 as distributed in the agenda packet.

Quitslund/McCormick Osmond: Passed Unanimously

Motion: I move approval of the meeting minutes for September 10, 2020 as distributed in the agenda packet.

Quitslund/Paar: Passed Unanimously

Commissioner Quitslund asked that Senior Planner Jennifer Sutton's last name be included at the bottom of page 1.

Motion: With those amendments, I recommend approval of the minutes from September 24, 2020.

Quitslund/Paar: Passed Unanimously

3) PUBLIC COMMENT

No off-agenda public comment was made.

4) NEW BUSINESS

4.a Public Participation Meeting Fort Ward Stables Renovation PLN51760 PRE

[Cover Page](#)

[51760 PRE Site plan and floor plan.pdf](#)

[51770 Illustrated Site Plan.pdf](#)

Planning & Community Development Director Heather Wright updated the Planning Commission on the delay of postcards noticing the project to the surrounding neighbors. The City was informed by its third-party mailing vendor the delay is the result of wildfires.

Associate Planner Ellen Fairleigh provided an introduction to Applicant/Architect Jason McLennan.

Public Comment

Kathy Hansen – Was excited the buildings would be developed but wanted to know how a public café would work in an area that is not a neighborhood center and would the parking be sufficient for a cafe, offices, and school. She asked if a traffic analysis would take place.

Tom Hansen - Stated parking was at an absolute premium and he was concerned about that, but also very excited about development of the rundown buildings occurring.

John Wiens - Stated concerns about the parking requirements and was concerned waivers allowed to Historic Register development would result in a lack of necessary parking.

Laura and Tim Hemphill - Were happy about the development, playground, and opportunities for the community to come together.

Sally and Dan Hewett - Excited about what this development would do for the health of the community to have a gathering place. She felt there could be a traffic calming effect due to a focal point being there.

Bonnie Harris - Was concerned about the casual attitude about having a traffic study prepared and the divorcing of traffic speed from the amount of traffic. She was concerned about the safety of children in the area as well as other pedestrians.

Corey Berse - Was extremely excited about having something next door that would be an asset to the community but was also worried about traffic and parking. He felt there could be some opportunity for traffic calming along with the project.

Jordan and Frances Tappero - Were worried about traffic and increasing volume of traffic to the coffee shop. He felt sidewalks needed to be installed as part of the project to make it safe. He wanted to know what would happen if the proposed school did not succeed.

Aaron Levine - Spoke about the quality of the neighborhood and questioned whether the cafe was necessary. He appreciated the thoughtfulness of both the applicant and the neighbors.

Catherine Grant - Mentioned the new community center that was just developed in the old bakery as a gathering place. She mentioned parking problems that have occurred in the neighborhood and felt there was a real need for some signage to delineate the walking space from the road. She felt it was naive to believe it would not be a busy property due to all the people who already came to the area.

Andy Wynne – Wanted to know what was in the future as far as development around the property.
(Mr. Wynne was cut off from the meeting in the middle of his comment.)

Joyce Mycka-Stettler – Supported the idea of the café as another gathering place and asked for sidewalks down to the beach stairs at South Beach.

Steve and Gretchen Brown - Voiced support for project saying almost anything would be better than it was now and supported anything that would save this structure from the fate the Moran School on Manitou Park Blvd experienced.

5) UNFINISHED BUSINESS

5.a [Ordinance 2020-16 Amending Bonus Floor Area Ratio \(FAR\) Options, BIMC 18.12.030.E.](#)
[Cover Page](#)

[DRAFT Ordinance No. 2020-16.docx](#)

[Exhibit A Option 2 Excerpt BIMC Table 18.12.020-3 REV MU Bonus](#)

[20201008 DRAFT PC Cover Letter to CC on Bonus FAR Revisions.pdf](#)

[Planning Commission Rationale on Revised Recommendations on FAR Bonus Density Provisions.pdf](#)

[MUTC Zoning Districts Map.pdf](#)

Senior Planner Jennifer Sutton provided a brief overview of actions at the last meeting before discussion began.

Motion: I move that we charge Jennifer Sutton with the amendment of the memorandum with revision of the memorandum and where necessary the body of the ordinance on the basis of our discussion in the meeting tonight for the purpose of preparing our package for delivery to the Council in a timely fashion.

Quitslund/No second

Motion died.

Motion: I move that we adopt Ordinance No. 2020-16 with the following amendments: we add in a whereas section indicating that the ordinance is intended to be of a temporary nature, and we include a sunset clause that would sunset the Ordinance 30 months after approval and that we also undelete and include Section 2, Number 7.

Paar/Quitslund

I would like to make an amendment to the motion to add back in the strikeout of 7.E.

Macchio/McCormick Osmond

I would also like to suggest that we amend Exhibit A, Table 18.12.020-3 to add back in Footnote 3.

McCormick Osmond/No second

Motions all died.

Motion: I move to recommend amendment of our draft Ordinance Number 2020-16 as follows:

First, I move that we add a “Whereas” provision that states as follows, “The Planning Commission recommends adoption of Ordinance 2020-16 as an interim measure while the City Council and the Planning Commission address broader revisions to the zoning code including Base FAR and whether to replace it with other means such as form-based zoning. Once that broader work is completed, it is likely that Ordinance 2020-16 will need to be revised.

Second, adding a second “Whereas” provision that says, “Therefore, Planning Commission recommends Ordinance Number 2020-16 will sunset 30 months after enactment of the Ordinance.

Third, reinstatement of Section 18.12.030.E.7.

Fourth, reinstatement of Footnote 3 in Exhibit A, Table 18.12.020-3.

McCormick Osmond/Quitslund: Passed 4-1-1

Ayes: Chester, McCormick Osmond, Quitslund, Paar

Noes: Macchio

Abstain: Blossom

Motion to Amend: I move to amend the motion to strike out 7.E from the draft Ordinance.

Macchio/

Motion fails without a second.

[5.b Ordinance 2020-34 Self-service Storage Facilities Amendment](#)

[Cover Page](#)

[20201008 PC Memo.docx](#)

[Exhibit A to Ordinance 2020-34.docx](#)

[Self Storage Potential Map in Bus Ind.pdf](#)

[Self Storage Potential in NC.pdf](#)

[Regulations from Other Communities.pdf](#)

[Reliable Storage Email with Information and Public comment.pdf](#)

[Ordinance No. 2020-12 Extending Moratorium on Self-Service Storage Facilities](#)

[Approved_051220.pdf](#)

[Ordinance_No._2020-34_Self-Service_Storage_Facilities.docx](#)

Senior Planner Jennifer Sutton provided an overview of work completed previously. The Planning Commission asked for a public hearing at the October 29, 2020 special meeting.

5.c Draft Ordinance 2020-28: Updates and Revisions to Tree and Vegetation Regulations
Cover Page
Ordinance No. 2020-28_DRAFT 10022020.docx
ORD_2020-28_Staff_Memo
ORD_2020-28_Exhibit_A-
Chapter_16.18_BIMC_Tree_Removal_Forest_Stewardship_and_Vegetation_Maintenance
ORD 2020-28 Exhibit B-Chapter 16.32 BIMC (Protection of Landmark Trees)_DRAFT.docx
ORD 2020-28 Exhibit C-Section 18.15.010 BIMC (Landscaping, screening, and tree retention,
protection and replacement.)_DRAFT.docx
ORD 2020-28 Exhibit D-Section 16.20.100 BIMC (Aquifer recharge areas)_DRAFT.docx
ORD 2020-28 Exhibit E-Community Forest Best Management Practices Manual (rev.
2020)_DRAFT.docx

This item was moved to the next Planning Commission meeting.

6) SUBCOMMITTEE UPDATES

Commissioner Quitslund provided an update on a Design Review Board meeting he attended. He also mentioned the Affordable Housing Subcommittee wanted to go ahead with planning for a Multi-family Tax Exemption ordinance. Commissioner Blossom stated they wanted to provide the City Council/Planning Commission Joint Subcommittee with sample ordinances from surrounding jurisdictions.

Chair William Chester provided an update on the work of the Joint Land Use Subcommittee listing land use code they felt would be simple to update sooner.

7) PLANNING DIRECTOR'S REPORT

Director Heather Wright provided an overview of City Council actions of interest to the Planning Commission.

Commissioner McCormick Osmond was nominated to participate in the interviews for the vacant Planning Commission position.

8) ADJOURNMENT

The meeting was adjourned at 9:11 PM.

/s/
William Chester, Chair

/s/
Jane Rasely, Administrative Specialist