



COMMUNITY DEVELOPMENT COMMITTEE (Town Council Sub-committee)

Members Present: Karen Farber; Caleb Hemphill and Claudia King
Staff Present: Amanda Stearns

Approved Meeting Minutes - Monday, August 24, 2015

1. **Call to Order** – The meeting was called to order at 8:00 a.m.
2. **Approval of Minutes** – With a motion by K. Farber and a second by C. Hemphill, the minutes of **August 10** were approved with the removal of the fifth bullet point under Item 2. With a motion by K. Farber and a second by C. King, the minutes of **August 20, 2015** were approved unanimously.
3. **Year 1 Comp Plan Implementation** – C.King began the discussion by suggesting that a review of the discussion on August 20 would be helpful. C. Hemphill had read the minutes and felt he had a good understanding of the meeting. K. Farber added that her takeaway was that ADUs were focused on as the shortest path to increase growth potential and that the CDC should take the recommendations on face value. C. King noted that another emphasis was on diverse housing types. She suggested that the CDC continue the discussion looking at the pattern of development of various housing types rather than tangling it with ownership.

The committee moved to the RA Dwelling Matrix to continue the discussion on final recommendations for ADUs and Single/Two Family units. The conclusions were:

- a) The growth permit exemptions will be reviewed once the dimensional requirements are sorted out.
- b) The nonconforming section of the ordinance will need to be reviewed as reducing setbacks will affect the standards for expansions and replacements.
- c) Density for RCOD needs to be addressed, maybe use minimum lot size of 10,000 SF.
- d) ADUs will be allowed on any lot provided it is 5,000 SF or greater. They will be limited to 100% of the primary dwelling unit and no larger than 850 SF. This is the current restriction for cottages.
- e) ADUs established may not be sold separately from the land or SFD.
- f) Apartments and cottages will be treated the same and there will be one term used, accessory dwelling unit.
- g) NRA per unit for SFD and an ADU will be applied only to the SFD, as is currently.
- h) Minimum lot size - Any lot meeting the minimum lot size of 10,000 SF may be developed with up to two units provided the NRA is met for both units. There will be no ownership restrictions.

- i) NRA for any unit, except an ADU, shall be 5,000 SF with sewer and 7,500 without sewer.
- j) It is recognized that lots needing to accommodate an on-site septic system may need to be larger than the minimum lot size but that can be determined through the lot development process.
- k) Lot width for a One/Two Family lot is 50 feet.
- l) Lot coverage will remain at 20% allowance for buildings.
- m) Setbacks will be 10 Front and Side, 30 Rear and a reduction allowance of the front setback to 5 feet for porches and steps.

Public Input and Process – The committee agreed that the amendments will most likely stimulate a good amount of discussion and that it would be good to schedule public input meetings prior to the finalization and introduction of the amendments. It was also agreed that separating the discussions on various districts would provide more opportunity to focus questions and answers and be more meaningful for participants. Prior to a public outreach, there will be an internal review by staff and then an invitation to BZA/PB/AZC to provide input.

Discussion began on multiplexes and will continue at the next meeting. Initial thoughts are:

- a) Combine all categories of multiplex (3 units or more)
- b) Minimum lot size would be 30,000 SF and then 10,000 for each additional unit
- c) Conversions would need to meet the same dimensions
- d) Lot width 100 feet
- e) Setbacks 10 front and side and 30 rear
- f) Limit parking in front of building to avoid appearance of a parking lot.
- g) NRA the same as one/two family per unit.
- h) Questions to continue discussing – how many units could be attached? Allow cottage style multi family?

A. Stearns will work on updated matrix and a sketch showing the various lot types. It was agreed that the matrix will be the document used to track status and recommendations. If time permits she will look at some real lots in the RA district for examples.

4. **Other Business** – K. Farber announced that she will no longer be available for morning meetings and her preferred time would be after 5:15 p.m. Committee members will contact Amanda with availability in that time frame. The committee will work to put together a meeting schedule through December.

The Council Work Plan draft will be discussed at the second September meeting to provide a priority list of tasks as well as a potential schedule.

5. **Next Meetings** – September 15, 2015 – 5:15 p.m.
6. **Adjournment** – The meeting was adjourned at 10:15 a.m.

Minutes prepared by Amanda Stearns 8/25/2015