



Long Range Planning Advisory Committee (LPAC)  
**Draft** Minutes, February 27, 2014

**Members Present:** Sam Rudman, Chair; Paul Bergkamp; Kurt Klebe; Erin Mancini

**Staff Present:** Theo Holtwijk; Amanda Stearns

1. **Introductions** – Introductions were made. Erin Mancini was welcomed to the committee.
2. **Comprehensive Plan Adoption Update** – Theo reviewed the recent Council action to amend the plan to include the State’s comments. The date of Volume I was changed to reflect the amendment of February 24, 2014. All other materials will continue to bear the October 2013 approval date.
3. **Update on Comprehensive Plan Implementation Discussion by Community Development Committee (CDC)** – Theo and Amanda reviewed the actions of the Council and Community Development Committee since the approval of the plan in October 2013. Of most significance was that the Council discussed the priorities for land use related actions at their meeting on January 13, 2014. The result of that discussion was a referral to the CDC with a request to review the initiatives and recommend priorities for implementation. Councilor Pierce had expressed a strong concern over the impending development pressure in the designated rural areas. The CDC has met to discuss the priorities and narrowed a list down to four major actions. The approach is intended to be a balanced one and work on both actions that would address rural areas as well as those that would address growth areas. LPAC leadership attended one of the meetings to discuss the map entitled Areas for Potential Zoning Review, specifically Area #8. The CDC recommends looking at that area as a transition area from rural to growth. The CDC asked LPAC leadership to take the requests back to LPAC for review and a discussion with a report back to CDC on March 10.

Of the four action items that the CDC identified, two were focused on rural areas and two on growth areas. They requested that LPAC address the growth area actions. This handout was reviewed at the meeting. LPAC reviewed Item 21 which read:

*“Study existing lot sizes in selected growth areas, such as The Flats, Foreside, Pleasant Hill, and Brookside, and compare the results to the existing zoning requirements in these areas. Amend the Land Use Ordinance to reduce most of the non-conformities found.”*

The CDC rewrote the action item as follows:

*“Study the growth areas to determine the historic growth patterns including density (lot size), dimensional requirements and pattern of development. Use the results to evaluate underdeveloped, undeveloped and currently developed parcels in the growth area and recommend new regulatory standards to promote compact neighborhood design increased development potential.”*

The LPAC members expressed some concern that the idea of rezoning was to recognize and preserve the unique neighborhood characteristics and would suggest that be added into the action item.

Members also expressed concerns over the discussion around Area #8. They indicated that LPAC had gone through a long deliberative process to recommend areas for rezoning and were concerned that this area should be considered as a rural area rather than a growth area.

The members would like to meet with the CDC and discuss these recommendations further. Amanda suggested that she would be in touch with the Chair and apprise him of the request. The CDC is hoping to get a report back from LPAC to discuss at their March 10 meeting, so it is a good time to have the discussion.

Sam asked about the process for LPAC to study the growth area. Theo explained that at this time there has been no particular staff person assigned to the committee, but it is likely that he will be assisting the committee. With regard to studying the neighborhoods, Theo suggested that he would start by reviewing the BZA records of the different approvals granted for conditional use permits in these neighborhoods and the reasons for those. These could be categorized and mapped to see where and why the approvals are being requested. Parcel and building data could also be analyzed look at lot and building sizes. Amanda added that a physical review of the neighborhoods could be conducted, identifying characteristics such as setbacks, general height of structures and other characteristics that define a neighborhood.

4. **Other Business** - none
5. **Next Meeting** – no meeting was scheduled at this time.