

AGENDA SUMMARY
SPECIAL PLANNING COMMISSION MEETING
Piedmont Civic Center – 314 Edmond Road Northwest
Monday, March 11, 2013, 7:00 PM

1. CALL TO ORDER –Chairman
2. ROLL CALL – City Secretary
3. CONSENT AGENDA – All items on the consent agenda are non-controversial and may be approved by one motion for items. (Pg. 2)
 - a. Approval of the Minutes for the Planning Commission meeting on December 10, 2012. (Pgs. 3-6)
4. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA
5. HEARING OF CITIZENS -Topics to include those items not listed in the agenda (Pg. 7)
6. BUSINESS ITEM
 - a. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION CONCERNING A COMMUNITY PREFERENCE SURVEY. (Pg. 8)

MOTION TO APPROVE OR REJECT _____
7. NEW BUSINESS - Unplanned Items (Pg. 9)
8. ADMINISTRATION REPORT – (Oral) City Manager, Engineer, Community Development, and Attorney.
9. COMMISSIONER'S COMMENTS – Oral Comments
10. ADJOURN- Chairman

This agenda was posted at Piedmont Civic Center – Front door, on March 6, 2013. The above Agenda is posted on the City of Piedmont Website, on March 6, 2013, at 5:00pm.

Posted by City Clerk _____ Jennifer Smith.

PLANNING COMMISSION AGENDA ITEM COMMENTARY

MEETING DATE: March 11, 2013

ITEM (s): 3a & 4

TITLES: CONSENT AGENDA

3.

- a. Approval of the Minutes for the Planning Commission meeting on December 10, 2012.

4. Consideration of Items removed from consent agenda.

AGENDA PLACEMENT: Consent Agenda

DEPARTMENT: Administration

BACKGROUND:

The item(s) on the Consent Agenda are non-controversial and may be approved by one motion. If there are any questions or concerns, the board is asked to pull those items.

FINANCIAL IMPACT: No impact.

STAFF RECOMMENDATION: "Approval of Minutes".

PROPOSED MOTION (S): "To be determined by Planning Commission".

PLANNING COMMISSION MEETING
Piedmont Civic Center – 314 Edmond Road Northwest
Monday, December 10, 2012, 7:00 PM

MEMBERS PRESENT: Commissioner Ron Cardwell, Commissioner Eric Berger, Commissioner Steve Morris, Commission Mike Bell and Chairman Richard Felton

MEMBERS ABSENT: None

STAFF PRESENT: City Manager Jim Crosby, City Attorney Mike Segler, and Community Development Director Wade Harden

1. **CALL TO ORDER** – Chairman Richard Felton called Planning Commission meeting to order at 7:00
2. **ROLL CALL** – Community Development Director called roll. There was a quorum present.
3. **CONSENT AGENDA** – All items on the consent agenda are non-controversial and may be approved by one motion for items.
 - a. Approval of the Minutes for the Planning Commission meeting on November 5, 2012.
 - b. Approval of the Minutes for the Special Planning Commission meeting on November 14, 2012.

Commissioner Ron Cardwell made a motion to approve the Consent Agenda. It was **seconded** by Commissioner Mike Bell.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Eric Berger, Commissioner Steve Morris, Commissioner Mike Bell and Chairman Richard Felton.

NAYE: None

4. **CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA**

None

5. HEARING OF CITIZENS -Topics to include those items *not listed in the agenda* –(

None

6. BUSINESS ITEM

a. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON RECOMMENDATION OF ADOPTION OF THE 2030 COMPREHENSIVE PLAN TO THE CITY COUNCIL.

Community Development Director explained that he has broken the Comprehensive Plan down into short, mid and long range projects. Short range projects are projects to be considered first and worked on in 2013 - 2014, mid term projects are to begin in 2014 - 2016 and long term projects are considered later.

Step one is to conduct the VPS survey which will provide framework for the zoning ordinance. Survey can be done online during January, February and March. Second step is to revise the Zoning Ordinance and then look at the Subdivision Ordinance. Lastly, the Conception Gateway vs. the Way Finding. Toward the end of 2013 prioritize the mid range projects and evaluation of where we are at that time.

Discussion occurred among the Commissioners about plan.

Commissioner Mike Bell made a motion to approve item a. It was **seconded** by Commissioner Steve Morris.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Eric Berger, Commissioner Steve Morris, Commissioner Mike Bell and Chairman Richard Felton.

NAYE: None

b. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON A LANDSCAPING ORDINANCE.

Community Development Director Wade Haden provided an example of an ordinance for consideration. Provided pictures and examples of residential and commercial landscaping and went through the template ordinance he provided. His recommendation was for no action to be taken, yet take the information under consideration.

Discussion occurred over a few details of the ordinance under consideration.

No action taken.

c.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE 581 AMENDING THE CITY OF PIEDMONT CODE OF ORDINANCES BY AMENDING SECTIONS 5-801 THROUGH 5-803 AND ADDING SECTIONS 5-804 THROUGH 5-819 TO PROVIDE FOR REGULATION OF PLACEMENT, CONSTRUCTION AND MODIFICATION OF MINI WIND ENERGY CONVERSION SYSTEMS AND SMALL WIND ENERGY CONVERSION SYSTEMS; DETERMINING PROPER ZONING; RESTRICTING TOWER HEIGHT; REQUIRING A PERMIT AND APPLICATION PROCESS; REQUIRING LIABILITY INSURANCE; PROVIDING A PROCESS FOR REMOVAL AND IMPOSING A PENALTY FOR VIOLATIONS; PROVIDING FOR REPEALER AND SEVERABILITY; AND DECLARING AN EMERGENCY.

Chairman Richard Felton provided a background on item. Item went before City Council and was sent back to the Planning Commission for some additional details to be added. Wade Harden added the staff recommendations to the Ordinance and went through each change with the Planning Commission.

Commissioner Eric Berger made a motion to approve the Ordinance with the approved changes. It was **seconded** by Commissioner Ron Cardwell.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Eric Berger, Commissioner Steve Morris, Commissioner Mike Bell and Chairman Richard Felton.

NAYE: None

7. NEW BUSINESS - Unplanned Items

None

8. ADMINISTRATION REPORT – (Oral) City Manager, Engineer, Community Development, and Attorney.

None

9. COMMISSIONER’S COMMENTS – Oral Comments

Commissioner Eric Berger gave his thanks and gratitude for those who serve the community of Piedmont. Thankful to the City Council for allowing him to serve.

Chairman Richard Felton thankful to the City Council members who attend the Planning Commission meetings.

10. ADJOURN- Chairman – 7:55

Chairman, Richard Felton

Secretary, Mary Ramsey

**PLANNING COMMISSION
AGENDA ITEM COMMENTARY**

MEETING DATE: March 11, 2013

ITEM: 5

TITLE: Hearing of Citizens

AGENDA PLACEMENT: Hearing of Citizens

DEPARTMENT: General Government

BACKGROUND: This agenda item provides an opportunity for the general public to comment and address the Planning Commission on matters not scheduled for action. Matters brought up under Hearing of Citizens cannot be acted upon. The Planning Commission may wish to refer a matter to staff for follow up action at a future Planning Commission meeting or direct staff to handle the complaint/inquiry.

FINANCIAL IMPACT: None

STAFF RECOMMENDATION: Refer to staff for action as deemed appropriate by the Planning Commission.

PROPOSED MOTION: No action can be taken on unscheduled matters but Planning Commission may direct staff to take appropriate action without a motion.

PLANNING COMMISSION AGENDA ITEM COMMENTARY

MEETING DATE: March 11, 2013

ITEM: 6a

TITLE:

a. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION CONCERNING A
COMMUNITY PREFERENCE SURVEY.

AGENDA PLACEMENT: Discussion Item

DEPARTMENT: Community Development

PROPOSED MOTION: "To Be Determined by Planning Commission"

BRIEF:

The 2030 Comprehensive Plan provides a strategy for the implementation of the plan. This list includes a recommendation to complete a Visual Preference Survey (VPS) to assist in defining the interests of the community as they relate to the built environment (*item DD1 pg. 106*). The recommendation is included under the short range goals and is targeted as a goal to complete in the beginning of 2013.

A VPS is utilized for gathering information from stakeholders regarding design of the built environment. Typically, the VPS presents images of development and asks the participant to rate the images based on specific criteria. The VPS is the initial step that facilitates discussion and gives direction in the form of generalities. The Planning Commission can use the information along with direction from the 2030 Comprehensive Plan to assist in the drafting of new zoning ordinances.

City staff will present the preliminary VPS at the meeting. The survey focuses on commercial development, multi-family development, and streetscapes. Additional categories can be added based on the direction of the Commission. Once finalized, the VPS will be made available online for stakeholders to complete.

STAFF RECOMMENDATION:

City staff recommends the Commission give direction to assist in the development of the VPS prior to staff making the survey available online.

**PLANNING COMMISSION
AGENDA ITEM COMMENTARY**

MEETING DATE: March 11, 2013

ITEM: 7

TITLE: Unplanned Items

AGENDA PLACEMENT: New Business

DEPARTMENT: Administration

REQUESTED/SUBMITTED BY: Planning Commission Chairman

BACKGROUND: The Planning Commission can consider items for new business if declared as unplanned items. Consideration of such items could not have been anticipated at the time of the preparation of the agenda. To consider an unplanned item for new business it must be declared by a motion of the Planning Commission.

FINANCIAL IMPACT: None

STAFF RECOMMENDATION: Consideration of an unplanned business item is at the discretion of the Planning Commission.

PROPOSED MOTION: "To declare the subject of _____
_____ as an unplanned item of new business
and take up consideration of _____."