

DRAFT Minutes
Neighborhood Advisory Commission
April 3, 2024



Minutes of the Neighborhood Advisory Commission (NAC) Meeting held on Wednesday, April 3, 2024, hybrid meeting with in-person attendance option along with virtual component option via Microsoft Teams platform

(MEMBERS) Present: Brandon Abrahams, Lane Carraway, Martha Carter, Jan Doughty, Jana Lynn Granillo, Gabe Hagen, John Kozel, Kriste Melcher, Stacy Novis, Joel Stern, Duane Washkowiak, Brittney Wong

(MEMBERS) Absent: Annette Fields, Nancy Puffer, Suri Wall

City Staff: Shauna Warner, Neighborhood Services Manager; Ambika Adhikari, Principal Planner, Keith Burke, Deputy City Manager; Lucas Jensen, Planner; Ryan Levesque, Deputy Director Community Development, Planning; Jeff Tamulevich, Community Development Director

Guests: Bruce Genzburg, Valerie Hernandez, Mike Hoffman, Paul Hubbell, Paul Kent, Michael Shelton, Cheryl Aubin Smith, David Sokolowski, Judy Tapscott, Ron Tapscott, Charlotte Thomas, Michael Urwin, Edwin Walker

Agenda Item 1 – Call to Order

The meeting was called to order at 5:30 p.m. by Chair Stern

Agenda Item 2 – Public Comment

- Paul Hubbell, Brentwood Cavalier neighborhood about ADUs
- Mike Hoffman, Optimist Park neighborhood about an AZ Forestry Tempe Treasured Trees grant
- David Sokolowski about support for Salvation Army.
- Michael Urwin about concerns with Salvation Army

Agenda Item 3 – Review and approval of meeting minutes: March 6, 2024 NAC Meeting

Motion: Commissioner Washkowiak made a motion to approve the March 6, 2024 minutes with two amendments: 1. correction of spelling of guest name to Urwin, and 2. correction of spelling of guest name to Edwin.

Second: Commissioner Novis seconded the motion

Result: Minutes were approved by a vote of those present, 11 ayes, 1 abstention and 0 nays

Commission Member Ayes: Brandon Abrahams, Lane Carraway, Martha Carter, Jan Doughty, Jana Lynn Granillo, John Kozel, Kriste Melcher, Stacy Novis, Joel Stern, Duane Washkowiak, Brittney Wong

Commission Member Abstention: Gabe Hagen

Absent: Annette Fields, Nancy Puffer, Suri Wall

Agenda Item 4 – Update and Possible Action on Accessory Dwelling Units Proposed Draft Code

Ryan Levesque and Lucas Jensen gave an overview of the proposed Accessory Dwelling Units draft code and process to solicit input, As of March 27, 2024, City staff has kicked off the second round of public outreach and engagement on ADUs. Three in-person public meetings have been scheduled and one online public meeting set up to go over a preliminary draft of Tempe's potential ADU expanded regulations, staff's collected research from other cities and survey data received from the public from the previous round of outreach. A new survey is online providing the draft ADU code rules and requesting input and suggestions on the draft. Information is available at: www.tempe.gov/ADU

Commissioners had the following questions:

Q: Is independent separate utility lines?

A: It can be, it doesn't have to be. Can use submeters.

Q: The proposed maximum height is 30 feet?

A: Existing code provision for a second story through a use permit of home is originally single story. Detached up to 15 feet with setbacks for heights. Same process applies today for relief from code through public process?

Q: How is the lot size is calculated and does that omit the square footage of setbacks?

A: it would not omit setbacks.

Q: With AirBnBs, can use room without closet, can you count offices?

A: For parking purposes, ZDC has different definition of bedroom. Opening greater than 6-feet without door doesn't count.

Q: Survey, 55% doesn't want parking requirement, what's rational?

A: If State law passes as is, parking discussion off table.

Q: Parking covered or uncovered? Tandem?

A: Do allow tandem. Use permit process to make front driveway your parking.

Q: Barriers for existing properties? Why haven't those currently eligible done ADUs?

A: Last year about 8 or 9, 5 the initial year. Properties multi-family zoned, so right to build bigger.

Q: Assessor's site, checked lot sizes in neighborhood. With setbacks, there aren't many properties but included on the map of potential properties. Needs to be clearer.

A: Smaller lot, less likely process is available to add ADU. Eligible by zoning, but can you meet requirements?

Q: How do we define success? It doesn't make sense to solve housing shortage. Provide copy of Phoenix Ordinance.

A: Opportunity to increase housing stock. Fulfills middle range of housing in Tempe that is missing. Isn't going to solve the entire problem, but will help provide alternative housing types harder to provide in other locations.

Q: Are character areas and HOAs excluded?

A: HOA CC & R's take precedence over city code. Incumbent on property owner to know. Character areas have no bearing on process.

Q: On pre-approved plans, will you have different sizes?

A: First goal, does city want to adopt ADU program? Pre-approved, streamlined processes would be second phase. Tucson hosted design competition with selected designs.

Q: Could we have the ability to have a DRC type of review process for ADUs?

A: No design review for single-family. State is also looking at overall design review for ADUs. HOAs have design review control.

Q: Cities contacted were college towns. Do you know where location of ADUs were in relation to campus? Would be interested to know where density is.

A: Raleigh only one, fairly evenly distributed.

Q: Live in 1960s homes. Some single car carports, some double. Propose Tucson proposal of adding a space. Does make an impact.

A: To do tandem and get driveway considered parking, need a use permit. If space within first 20 feet, doesn't count.

Q: 3-year ownership requirement, concern around investors. Is there a way to get data, or was it benchmarked?

A: It's unique. Some with owner occupancy requirements. Hard to enforce property owner living on site. Introduce gently, versus influx of buying property to add ADUs.

Q: Could a person mow house down and put two tiny houses?

A: Requires you have an existing single family home to have an ADU.

Q: Height requirement, is there anything that would prevent us from duplicating or limit height.

A: Could restrict ADUs from being taller than existing residence.

Q: Is there anything else to put in requiring to match current homes?

A: Senate restricts from requiring architectural features. Expanding some code allowances for tiny homes or pre-fab buildings as applied to ADUs. Phoenix also considered. Listed height for simplicity's sake. Hard without plan to know current height of home.

Commissioner Hagen noted he can't buy another house, but could get a mortgage for a second unit to rent out. Commissioner Granillo reviewed a copy of survey and commented that there's no data to indicate whether people rent or own, which is important to conversation.

Motion: Commissioner Hagen made a motion to recommend the city consider at minimum: restriction on short-term rentals, a maximum size of 10% of lot size with max of 1,000 feet, whichever is lower and to restrict heights to that of existing home.

Second: Commissioner Novis seconded the motion

Result: The motion was approved by a vote of those present, 10 ayes and 2 nays

Commission Member Ayes: Brandon Abrahams, Martha Carter, Jan Doughty, Gabe Hagen, John Kozel, Kriste Melcher, Stacy Novis, Joel Stern, Duane Washkowiak, Brittney Wong

Commission Member Nays: Lane Carraway, Jana Lynn Granillo

Absent: Annette Fields, Nancy Puffer, Suri Wall

Commissioners asked to receive a presentation with the final proposed language to decide whether to support or not.

Agenda Item 5 – Neighborhood Update on Salvation Army Property by Commissioner Granillo

Commissioner Granillo provided an update on a neighborhood meeting held in December that was hosted by the neighborhoods around Meyer Park. One of the agenda items was the Salvation Army's new location at Rural and Alameda. As a follow-up due to time limitations at the meeting, an email of concerns raised was sent to the Salvation Army. The Salvation Army provided information that no transitional housing would be provided, the focus at this location is on family aid and utility and rent assistance. Not all neighbors have received notice of the new use. Commissioner Granillo emailed Council about lack of notice to neighborhoods. City planning staff's response was that it was an allowed use as a commercial property. The Neighborhood Advisory Commission received a letter on the topic under public comment at the January 10 meeting, but has not replied as it falls outside the Commission's scope. City staff will reply. Commissioner Granillo asked staff to coordinate a meeting to clarify use, which is particularly important to those properties adjacent to the site.

Agenda Item 6 – 2024 Neighborhood Celebration Updates and Planning

The event is this Saturday. Commissioners were sent a link to sign up to help with the event and emailed celebration information with links and images for posting on social media to share and can share the city's posts as well.

Agenda Item 7 – Proposed Future Agenda Items

- Overview of Growing Together Program – enhancing residential and neighborhood tree planting skills and opportunities
- 2024 Neighborhood Celebration Event Wrap Up
- Alley Cleanups with Keep Tempe Beautiful/Joe Forte
- Vision Zero Update
- NAC Working Groups Updates (if applicable)
- Habitat for Humanity

Agenda Item 8 – Adjournment

Meeting was adjourned at 6:58 p.m.

Prepared by: Shauna Warner