

**DRAFT Minutes**  
**Neighborhood Advisory Commission**  
**October 1, 2014**

Minutes of the Neighborhood Advisory Commission (NAC) held on October 1, 2014 5:35-7:05 p.m., at 3rd Floor Conference Room of City Hall, 31 East 5<sup>th</sup> Street, Tempe, Arizona.

**(MEMBERS) Present:** Karen Adams, Nancy Buell, Cole Hickman, Kiyomi Kurooka, Nancy Lesko, Robert Miller, Jon Mulford, Russ Plieseis, Julie Ramsey, Joaquin Rios, Christopher Ware.

**(MEMBERS) Excused Absences:** Arlene Chin, Josephine McNamara, Bill Munch, Scott Smas, Bill Wagner.

**City Staff Present:** Elizabeth Thomas, Neighborhood Services Specialist, Shauna Warner, Neighborhood Services Manager, Ryan Levesque, Deputy Community Development Director - Planning, 480-858-2393, ryan\_levesque@tempe.gov

**Guests Present:** None.

**Agenda Item 1 – Call to Order**

The meeting was called to order at 5:35 p.m.

**Agenda Item 2 – Public Comment**

There was no public comment.

**Agenda Item 3 – Consideration of Minutes: September 3, 2014**

Commissioner Ware made a motion to approve the September 3, 2014 minutes and Commissioner Ramsey seconded the motion. The motion passed unanimously.

**Agenda Item 4 – Possible Zoning and Development code Amendments Discussion and Update**

The meeting packet contained a significant amount of background information regarding the Adaptive Reuse Program amendments. Ryan noted that this program remains on a fast track with a second City Council hearing on October 2 and November 1 being the anticipated effective date for the ordinance.

Commission members questions and comments included:

Q: What is the Community Development Director or Designee taking into account when making

decisions such as those related to mechanical equipment screening?

A: Staff will always prepare the work and do the necessary research to allow the Community Development Director or Designee to address the item. Some relief and/or discretion such as other methods of screening may be offered to the applicant in certain instances, i.e. if a newer, more energy efficient air conditioning unit is located properly but is larger than previous model on or adjacent to a one story building.

Q: How will restaurant parking be calculated and evaluated?

A: Much is specific to the particular restaurant. The available, existing onsite parking will be used. Restaurant uses shall be calculated at one vehicle space per on hundred fifty square feet of area excluding hallways, restrooms, kitchens, storage areas and outdoor dining areas up to 500 feet.

Q: Is the Adaptive Reuse Program exempt from public processes?

A: Yes, **unless** the land use requires it. This program does not change zoning requirements.

Q: What about potential adaptive reuse buildings located on collector streets?

A: The initial phase of the program will focus on the arterial streets only. Collector streets were initially included but Council directed staff to start with the arterials only (collectors could have more neighborhood impacts) and the program will then be evaluated one to two years out. Projects eligible for the Adaptive Reuse Program include projects involving a building constructed at least twenty years from the current date.

Q: Are there any specific sites in mind?

A: Not at this time. The purpose of the Adaptive Reuse Program is to facilitate the reuse of underutilized buildings for new purposes while providing needed services and amenities to the community.

Both the Planned Area Development Overlay Process (PAD) and the Public Notices Section reforms to the Zoning and Development Code are moving along together. Some highlights of proposed changes discussed included:

- When an application is made for either a PAD or rezoning, the simultaneous processing of a Development Plan Review (DPR) shall be required. (No more speculative zoning – meaning the hoped for project vs. what is actually brought in with final design.)
- City Council will be the decision-making body for Development Plan Review. (One unified decision with input from DRC regarding site plan, building elevations, landscape, etc.)
- Codify standard PAD condition regarding 2-year approval period, subject to a zoning reversion through a public hearing.
- Neighborhood Meeting and Public Hearing notifications to property owners expanded from 300 to 600 feet.
- Notice of such meetings by email or other standard means of noticing to registered Neighborhood Associations, Homeowner Associations, and Affiliations within a ¼ mile (1,320 feet) of the project site.
- Policy Initiated: Evaluate, monitor and bring back to Council for direction, all non-active PADs that have exceeded the two-year time period and are eligible for a zoning reversion.

Commissioners remarked that some of the timeframes still seem generous and inquired about a requirement for initiating of a permit within a two-year window. There was feedback provided to

Ryan encouraging Council to consider reducing the timeframe to one year. The specific language regarding all PAD reform proposed changes will be provided to NAC once available.

Ryan stated that the proposed ordinance change language specific to back yard animals is still being drafted. Currently, up to five small animals such as chickens are permitted. The proposed change would allow for a use permit to go beyond current limitations and provides a public process opportunity to evaluate and consider compatibility. In addition to chickens, other animals frequently mentioned include pygmy goats, emus and llamas.

#### **Agenda Item 5 – Prioritization of Identified Neighborhood Advisory Commission Goals for the coming year**

Commissioners discussed the bulleted goals memo provided in their packets. They agreed not to number or prioritize the goals to allow for greater flexibility and “free floating” prioritization. The following additional goals were added:

- Actively interface with Character Area processes through updates on previous Character Areas as well as information on new Character Area meetings and updates.
- Continue to explore joint meeting with Historic Preservation Commission.
- Add a request for Green Waste/Storm Waste updates, in addition to Solid Waste Code updates, prior to adoption of any changes. Change goal to Solid Waste Code **or Operational Changes** – Ask for any changes to come before NAC prior to moving forward or adopting them.

Commissioners also agreed to use two of the workshop sessions for Character Areas workshops as done successfully last year. In 2015, the newly identified Character Areas will be Central City and Escalante.

#### **Agenda Item 6 – History and Mission of Historic Preservation Commission**

Commissioners received confirmation that Joe Nucci, the city’s Historic Preservation Officer, is retiring. Staff suggested that it might be helpful if Mark Vinson, Principal Architect, be invited to a future meeting to provide a historic preservation overview.

#### **Agenda Item 7 – Proposed Agenda Items for November or Future Meeting**

- Character Area Draft Plan
- Historic Preservation – joint commission meeting dates and/or overview from Mark Vinson
- Solid Waste and Operations Overview
- 2015 Neighborhood Workshop & Awards Planning
- Adaptive Reuse Program Update
- Visit with the School Superintendents ( TD3, Kyrene, Tempe Union High School)

#### **Agenda Item 8 –Adjournment**

Meeting was adjourned at 7:05 p.m.

Prepared by: Elizabeth Thomas, Neighborhood Services Specialist

Reviewed by: Shauna Warner, Neighborhood Services Manager