

DRAFT Minutes
Neighborhood Advisory Commission
September 2, 2020



Minutes of the Neighborhood Advisory Commission (NAC) held on Wednesday, September 2, 2020, Virtual Meeting #4 using Microsoft Teams Platform

(MEMBERS) Present: Hannah Moulton Belec, Maureen Eastty (via phone), Diane Harden, Jana Lynn Granillo, Stephanie Greenfield, Barb Harris, Kiyomi Kurooka, Melanie Larimer, Michael McLendon, Daniel Schugurensky and Zoe Stein.

(MEMBERS) Absent: Christopher McCabe, Richelle Miller

City Staff Present: Aaron Peterson, Tempe Learning Center, aaron_peterson@tempe.gov; Elizabeth Thomas, Neighborhood Services Specialist; Shauna Warner, Neighborhood Services Manager; Chad Weaver, Community Development Director, chad_weaver@tempe.gov

Guests Present: Anne Till, Chair of Alameda Meadows Neighborhood Association, Nando Garcia, Tempe resident

Agenda Item 1 – Call to Order

The meeting was called to order at 5:32 p.m. by Chair Belec

Agenda Item 2 – Attendance Roll Call

Present: Hannah Moulton Belec, Diane Harden, Jana Lynn Granillo, Stephanie Greenfield, Barb Harris, Kiyomi Kurooka, Melanie Larimer, Michael McLendon, Daniel Schugurensky and Zoe Stein

Absent: Maureen Eastty (missed roll call vote), Christopher McCabe, Richelle Miller

Agenda Item 3 – Public Comment

Anne Till, Chair of Alameda Meadows Neighborhood Association located near Selleh Park, zip code 85282 addressed two topics during her allotted three minutes. She first suggested a Getting Arizona Involved in Neighborhoods (G.A.I.N.) night theme, Tempe GAINs by Giving, to encourage donations for those impacted by homelessness and Covid-19 related issues such as job loss and illness. During this year's GAIN night timeframe, collection points could be established at parks (or traditional GAIN venues) for area residents to drop-off items. In advance of GAIN events, a list of needed items and organizations could be provided to residents. Following events, neighborhood organizers could possibly drop off items somewhere for distribution or assist with future event to distribute.

Ms. Till's second concern was regarding many neighborhoods seeing increasing traffic issues for the past several years. Some have successfully used Maryanne Corder Neighborhood Grants to install speed bumps and traffic circles as well as trees for shade, cooling and walkability. Tempe is currently working on implementation of the Climate Action Plan and Low Impact Development (LID) features traffic control improvements which also incorporate storm-water harvesting, trees, plants, safety, beauty, and mobility (walking/biking) elements. Ms. Till proposed creation of a new

grant program specific to Low Impact Development and climate improving activities in neighborhoods (and completely separate from the neighborhood grant program). She volunteered to be a leader to work with the city and neighborhoods to define and establish a resident volunteerism and stewardship program and to seek out non-profits who might be interested in participating. She referenced Tucson's Clean and Beautiful non-profit program as a good model and starting point. Founded in the 1980's as a result of the Keep America Beautiful campaign, their original function was to keep the city clean of trash. They later started beautifying empty space by creating pocket parks with plantings and harnessed a lot of community help and support.

Agenda Item 4 – Consideration of Minutes: August 5, 2020

Commissioner Granillo requested that her suggestion to consider adding Urban Forestry as a separate Maryanne Corder Neighborhood Grant category be added to the August 5 meeting minutes.

Motion: Commissioner McLendon made a motion to approve the August 5, 2020 minutes with the one noted correction.

Second: Commissioner Larimer

Result: *The motion passed with a unanimous vote of 10-0 reflecting all present during that time of the meeting.*

Commission Member Ayes: Hannah Moulton Belec, Diane Harden, Jana Lynn Granillo, Stephanie Greenfield, Barb Harris, Kiyomi Kurooka, Melanie Larimer, Michael McLendon, Daniel Schugurensky and Zoe Stein

Absent: Maureen Eastty (missed minutes vote), Christopher McCabe, Richelle Miller

Agenda Item 5 – Review and discussion of Home Occupations, Section 3-412 of the Tempe Zoning and Development Code (ZDC)

Chad Weaver, Community Development Director, briefly described Section 3-142 of the Tempe Zoning and Development Code (ZDC) which provides rules governing home occupations within Tempe. These rules are intended to minimize impacts to neighbors and the neighborhood while providing some opportunity to run a business from home.

The Covid pandemic has changed how and where people work. A sizable number of office workers have been working from home during this time and there has been inquiries and interest regarding other types of work being done as a home occupation. The Community Development Department received one request specific to allowing a hair salon as a home occupation, this use is currently expressly prohibited. Staff thought it reasonable to pursue a more general conversation about home occupations and hair salons in particular, to help determine if there was cause to initiate the change, or other changes more broadly.

Chad introduced Nando Garcia to share his case details and added that should the Commission find the proposal acceptable, the results would extend beyond this one applicant and a code change would be required to be sent to the Development Review Commission and on to City Council for a final decision. Mr. Garcia described the closure of his Phoenix salon, ongoing lease obligations, desire to creatively work from home and need to generate revenue to make himself whole. He emphasized that he will minimize any impacts on his neighbors and will follow all State Licensing regulations. He added that many hair stylists are doing this on the down low and hair salons are

allowed in some areas of Phoenix but he wants to go about it in the right way from his Tempe home. His home already has a separate entry, he plans to place fencing to guide customers to that entry.

Commission members shared the following questions and comments for Mr. Garcia and Chad Weaver:

What about signage? The packet link went to a chart that was hard to read and understand.

A: Any signage would be discreet with this being a neighborhood, likely just a sign on the entry door.

Are other cities doing this?

A: Yes, other cities do allow it such as Maricopa County and Mesa. Every city has home occupation language in their code.

Will you be keeping the name of your Phoenix salon?

A: The salon will have a different name but the website will remain the same. An application has already been submitted to Arizona State Board of Cosmetology.

Is the ask to update entire ordinance section or just focus on home salons?

A: Expecting a holistic look at Home Occupations ordinance, broader than this one request. Any proposed changes will need to go to Development Review Commission and on to City Council.

What if established salons complain about competition?

A: Don't see that as an issue - there is a lot of bad hair out there.

Is part of this proposal to include a side or separate entry?

A: It's a requirement of the Board of Cosmetology along with a salon chair and sink. (Mr. Nando noted that fortunately his home already has a side entry.)

I'm concerned about the integrity of the neighborhood and the precedent this would set. Any sunset clause after Covid?

A: I understand. I am open to suggestions. I need to make a living but am willing to make changes and adapt. I'm open to a one-year trial basis. You can come talk with my neighbors.

To clarify, are you still expecting/planning for one client at a time?

A: Sometimes clients require longer, particularly for color treatments and processing, so you could have one customer arrive while still working on another customer. Two customers at a time during regular, daytime business hours.

If two clients are permitted per stylist and the code allows for one employee, there could be two stylists each with two clients for a total of four customers at a time?

A: I would keep my vehicles in the enclosed garage, there would be room for two cars in the driveway and two on the street. I would be mindful and considerate of my neighbors.

There was additional discussion amongst members regarding if a timeframe for allowing this home occupation should be proposed and the suggestion was made for an additional opportunity to review this request. Commissioner Larimer noted the investment required to create a home salon and the urgency of this request, emphasizing Mr. Garcia is seeking help now.

Motion: Commissioner Larimer made a motion to accept the proposed change to the ordinance allowing hair salons as a home occupation and to increase the limit from one to two customers at a time.

Second: Commissioner Stein

Result: *The motion passed with a vote of 9-2*

Commission Member Ayes: Hannah Moulton Belec, Maureen Eastty, Stephanie Greenfield, Barb Harris, Matt Heil, Kiyomi Kurooka, Melanie Larimer, Daniel Schugurensky and Zoe Stein

Commission Member No: Jana Lynn Granillo, Diane Harden

Abstain: Michael McLendon

Absent: Christopher McCabe, Richelle Miller

Agenda Item 6 – Overview of Neighborhood Services’ Community Engagement Efforts

The City of Tempe’s Neighborhood Services Office was created by City Council resolution in 1987 to preserve and build community in neighborhoods. This work is accomplished by fostering engagement with the city and providing resources and support to encourage communication and connection between residents.

Shauna Warner quickly shared the Neighborhood Services Engaging the Community powerpoint included in the meeting packet. She highlighted the robust connections and communications strategies with voluntary neighborhood associations and homeowners associations that have been established over the years. Currently, there are 82 Neighborhood Associations, 135 Homeowners’ Associations and seven Affiliate Associations registered with Neighborhood Services. The Office supports the formation and administration of voluntary neighborhood associations, partners with a law firm to offer HOA educational classes, maintains a database of association contacts and oversees the Maryanne Corder Neighborhood Grant program.

Neighborhood Services staff continually strive to build and maintain strong community connections and to ensure that residents feel invited and welcomed to participate in decision-making processes. Engagement tools include public meetings, focus groups, events, online surveys, Tempe Forum, social media, pop up gatherings, radio, postcards, water bill newsletters and emails. The Tempe Involving the Public (TIP) Manual, adopted by City Council in 2007 provides consistency, establishes expectations and outlines how best to maximize the public’s engagement in public and private planning activities. The Neighborhood Advisory Commission at that time, working with staff and consultants helped to inform, draft and spearhead this document believing that community members should provide input early on in decisions that directly impact them. Neighborhood Services staff work with all city departments to help plan, manage and follow up on their public outreach initiatives and processes using the TIP manual as a resource and guide.

Staff are always open to learning about new or creative outreach efforts. Commission members were encouraged to share any they encounter that are particularly impactful or memorable.

Agenda Item 7 – Commission business – 2020 Retreat Planning and Preparation

Chair Belec noted that there is only one more commission meeting prior to the October 17 Annual Retreat. She shared that Aaron Peterson with Tempe Learning Center is going to help facilitate the retreat and his suggestion was that members establish five or fewer goals to focus on and prioritize for the coming year. Last year's goals can be the starting point to assess status of each goal and determine which new or existing ones commissioners want to put their energies toward. Chair Belec expressed her interest in doing more tangible work as a commission. Working groups of seven or fewer commissioners are allowed and typically they identify the deliverables desired and exist for only a limited timeframe. She suggested another meeting to work on pre-retreat research and asked for any volunteers. Commissioner Harden expressed her interest in helping.

Commissioner Larimer asked for clarification on some of the prior goal terminology. Point in Time refers to the annual homeless population count typically performed by staff and community volunteers on a specific day during a given timeframe. Office hours referenced the idea of creating opportunities for NAC members to hear from the public about neighborhood issues in public settings such as Connections Café at the Library. Plans for these outreach efforts had to be delayed due to Covid-19 considerations.

Hannah read aloud last year's goals and commissioners briefly discussed their status. She then shared her five goals for NAC:

1. Direct Outreach – relationship building from us to neighborhood and hoa leaders
2. Collaborate with other commissions
3. Improve two-way communication – advisory to Council and how they hear from us
4. Increase NAC's visibility
5. Raise awareness of neighborhood grants

Chair Belec sought commission member feedback. Comments included:

- I support these, there are goals and there are objectives.
- Feels like we should get input – what is next level up? What do they deem success? Goals are far too broad, need to transition to something. Metrics would be helpful.
- Focus is on annual goals achievable in one year? Yes and beyond. All for awareness and crafting common value proposition – delivering. Increasing awareness of what NAC is and does.
- Love goals. One word of caution – need to prioritize. We have limited time and energy. Goal #1 Advise Mayor and Council, all else is secondary. All other goals should feed into this goal creating central role and focus.
- Getting information and feedback is also important, not just disseminating information.

Hannah thanked everyone for their input and emphasized that members can prioritize and craft primary and secondary goals and all will be informed by Council's priorities and goals.

Agenda Item 8 – State of the Neighborhoods and Awards 2021 Planning Schedule

In consideration of meeting time constraints, Staff asked members to review the packet memo with the upcoming print and publicity deadlines.

Agenda Item 9 – Summary of Current Events by Zip Code Areas

85281-Commissioner Harris referenced the recent train derailment and requested more communication in general about street and path closures and their duration. Commissioner Stein noted increased wasp nests in her neighborhood and expressed concern for the viability of trees planted through the Holdeman Neighborhood Tree Grant. The number of extremely hot days has resulted in some dying that were not well established enough.

85282 – Lack of responsiveness from 311 regarding code compliance issues

85283- Commissioner Larimer expressed concern about internet connectivity challenges for workers and students and resulting impacts to their productivity.

Agenda Item 10 - Proposed Future Agenda Items

Tree Cover

311 Responsiveness

Internet connectivity

Street closures and communication

Communication/Public Information Team Overview

Tempe Involving the Public Manual (possible updates)

Safe social commission event

Anne Till's public comment items – see also Agenda Item 3 (Tempe Gains by Giving, Traffic in neighborhoods, Low Impact Development)

Agenda Item 11 – Adjournment

Meeting was adjourned at 7:00 p.m.

Prepared by: Elizabeth Thomas