

CALL TO
ORDER

The meeting was called to order by Commission President Chuck Lerwick at 7:35 p.m.

ROLL CALL

Roll was called and Commission members present were: Carol Kowash, Chuck Lerwick, Carrie Mendell, Scott McLeod, Doris Stefani, and Bob Wilson.

Excused was Dave Pederson.

Also present were Mayor Jim Fairchild, City Manager Jerry Wyatt, City Attorney Lane Shetterly, Community Development Director Jason Locke, Planner John Swanson, and Recording Secretary Laurie Roberts.

APPROVAL OF
MINUTES

President Lerwick called for any corrections or changes to the minutes of the regular meeting of June 10, 2008. Hearing none, he declared the minutes approved as presented.

PUBLIC
COMMENT

President Lerwick called for any public comments not related to the agenda items. There were none.

PUBLIC
HEARINGS:

None.

OTHER
BUSINESS:

Discussion of
immediate
Development
Code changes

Community Development Director Jason Locke presented a draft of proposed amendments to the Dallas Development Code - Article II. He explained that there is confusion related to the Single Family Residential designation zoning districts and the uses allowed in those zones; however, the zoning designation codes were not revised due to the impact it may have on other agencies. He explained the changes to better inform about duplexes. Mr. Locke reviewed Page 3 Chapter 2.2, stating there are some properties that are not zoned correctly, such as residences in an industrial zone. He explained padlock dwelling properties where the outline of the foundation is essentially the lot, and node areas. He explained the 25' rear yard setback situations and made a suggestion to change the rear setback to 15' in an RA zone and 10' in an RSL zone.

Mr. Locke explained the Quick Response Grant for master planning from DLCD for the Wyatt Node, and that a master plan must be done before future changes could be made. He also explained the Code Assistance available from DLCD, noting that the Code could be evaluated and the recommendations provided to fix the Development Code by December 2008. Mr. Locke asked for the Planning Commission's recommendation on the proposed revisions, if they wanted to move ahead or if they would prefer to wait for the 3-month assistance process to be completed first. He stated that information could be also be provided on the website or in the newsletter. Mr. Lerwick stated he would prefer that information be immediately provided upon purchases of property to inform the public that duplexes are a conditional use in a Residential Single Family zone and are not multi-dwelling. Mr. Shetterly advised that there are many items that could be covered so it is best not to call out just one. Mr. Locke suggested that the staff educate the realtors and title companies. Mr. Wyatt explained that other communities code their zones differently and don't use 'Single Family' due to the confusion it creates, and staff has met with groups in the past and the information does not get shared.

In response to questions, discussion was held about other designations that could be used and outright permitted uses, and the need to educate the people dealing with property buyers. Mayor Fairchild suggested changes be done once so hold off, and put more information on the web page. Bob Wilson stated concerns with losing some control by having an outside agency make the changes

to the Code instead of us. Mr. Locke explained how we would control the process and be involved, and consulting with the Planning Commission is part of that process. He explained the Development Code itself is complicated and DLCD would be the ones to research the related issues. Mr. Locke explained the first step is evaluation of our Development Code, which is very short, and he suggested that a couple of Planning Commission members sit on the review committee as the process is done. Discussion was held about the current appeal of the last Planning Commission's decision to approve a duplex.

The consensus was to have the staff prepare information to provide to the public with emphasis on the single family zone. Various ways to distribute the information, such as the newsletter, website, flyers, agencies, and the local paper were mentioned. Each Planning Commission member provided a copy prior to final distribution.

Discussion of
work program for
the coming year

Jason Locke presented his assessment of where the Planning Commission is and the direction it needs to go, which during the slow down is a great time, although commercial building has been significant. He would like to take the opportunity to update the Comprehensive Plan, which is important in going forward. He gave an update on the node developments and identified areas that he would suggest be reviewed, especially future urbanization and demographic changes to meet those needs. He explained the UGB and population factors, annexation policy, and utility concerns. Mr. Shetterly explained that the state standards are for a 20-year term, but there can be individual expansions for certain types of uses. He explained the Urban Growth Management Agreement between the City and Polk County, which is to preclude inappropriate development. There is a significant supply of vacant lots, which he estimates will allow for 2-3 years of growth given no current demand for lots. He stated that Public Works is updating their master utility plans. He summarized various planning that can be reviewed during this slow land use time. Mr. Locke stated the goal is to have a new Comprehensive Plan within the next 2-3 years. He reviewed the proposed work program list and explained the benefits of being able to plan ahead.

Change in
Planning
Commission
Time

President Lerwick suggested changing the Planning Commission start time to 7:00 p.m. After discussion, Bob Wilson made a motion to change the meeting time to 7:00 p.m. The motion was seconded and passed unanimously.

Next Agenda


Mr. Locke will make a presentation on the Code Assistance program at the next meeting.

Discussion about
Demographics

Information was shared about reports and demographics and the affect of recent changes.

There being no further business, the meeting was adjourned at 8:40 p.m.

Approved by the Planning Commission.



President

9-9-08

Date