



**PLANNING COMMISSION NEIGHBORHOOD PLAN  
REGULAR MEETING  
SUBCOMMITTEE MINUTES**

**Wednesday, January 20, 2010**

**The City Planning Commission Neighborhood Plan Subcommittee convened in a regular meeting on Wednesday, January 20, 2010 at 301 W. 2<sup>nd</sup> Street, City Hall, Room #2016 Street in Austin, Texas.**

**Chair Kirk called the Board Meeting to order at 6:04 p.m.**

**Subcommittee Members in Attendance:**

Saundra Kirk - Chair  
Danette Chimenti

Dave Sullivan  
Kathie Tovo

**Committee Members Absent:**

None

**City Staff in attendance:**

Maureen Meredith, Senior Planner, Planning and Development Review Dept. (PDRD)  
Jody Zemel, Senior Planner, PDRD

**Others in Attendance:**

Joe Silva, Austin Independent School District (AISD)  
Lisa Harris, Austin Neighborhoods Council (ANC)

**1. CITIZEN COMMUNICATION: GENERAL**

No citizen communication.

**2. APPROVAL OF MINUTES**

a. The minutes for the regular meeting of November 18, 2009 were approved with the following amendments on Commissioner Sullivan's motion, Commissioner Tovo's second on a 4 to 0 vote. The amendments were: Page 1, the spelling of Commissioner Tovo's first name was corrected from Kathryn to Kathryne. Page 3, the spelling of Karen Paup and Glenn Gadbois' names was corrected from Peeps to Paup and from Glen Gabois to Glenn Gadbois. Page 4, fifth paragraph, third line, "quality" was change to "qualify."

### 3. OLD BUSINESS

**a. Educational Impact Statement (EIS) tool** – Follow-up discussion from the November 18, 2009 subcommittee meeting. A revised draft of the tool was presented by **Joe Silva**, Assistant Director for Planning Services, Office of Facilities, Austin Independent School District, phone: (512) 414-3632. (Discussion and/or possible Action)

Joe Silva gave a brief background and overview of the EIS tool, which he said is to formalize the communication between AISD and City of Austin planning staff to assess the impact of proposed residential developments on enrollments at AISD schools.

There are two kinds of impacts: redevelopment impacts that could decrease school enrollments (low-rent apartments converted to more expensive condos) and new development impacts that could increase enrollment in schools (new subdivisions and apartments). The threshold to complete the EIS form is 100 units or greater for single family developments, 200 units or more for multifamily developments, and 100 or more affordable housing units. Through the process of using the form, AISD and the City will determine if these thresholds are too high or too low.

Commissioner Sullivan asked how AISD is informed of building conversions where a rezoning is not needed, such as a conversion of an apartment complex into condos. Mr. Silva said there is no formal notification AISD receives other than the ad hoc communication when teachers and principals hear from students in the schools who are affected.

The commissioners had the following comments:

- The transportation impact should be in a separate box to make it more explicit on the form.
  - Mr. Silva said this will be changed.
- Student Mobility is not on the revised form.
  - Mr. Silva said that AISD planning staff does not check mobility across the district and he is not sure if they will be able to get this information; however, he will check with AISD staff to see who would do this.
- The current form does not address city issues, such as the ones listed on the hand-out created by Commissioner Tovo and Susan Moffat.
- Detailed information on developments might not be available during the rezoning stage, except for cases that are required to do a Traffic Impact Analysis.
- Developments have to complete a Utility Plan stating the number of toilets, bedrooms, etc. This information is provided at the site plan stage, not the rezoning stage. The Planning Commission does not see administratively-approved site plans.
- There is a need to look at smaller developments that do not meet the threshold, but in the aggregate might meet or exceed the thresholds.
- How would the Planning Commission use this information for a zoning case? Could a case be denied based solely on the information provided in the EIS or would it only be used in conjunction with other information about the case, such as traffic impacts, etc.?

The Subcommittee would like staff to put together a workgroup to follow-up on these issues.

Commissioner Tovo made a motion recommending that City staff incorporate the list of questions and suggestions outlined in the hand-out provided by Commissioner Tovo and Susan Moffat into the city's portion in the next draft of the form.

The motion was seconded by Commissioner Sullivan and approved on a 4 to 0 vote with the following friendly amendment by Commissioner Sullivan: To recommend that Greg Guernsey, Director of the Planning and Development Review Department, assign staff to look at what data can be collected from development applications early in the rezoning process and for staff to reevaluate the current proposed trigger points and thresholds.

In addition the subcommittee would like PDR staff to attend the next meeting on February 17, 2010 to present the revised EIS draft and to answer the following questions: How would the city recognize projects that are below the trigger threshold, but in the aggregate could meet or exceed the threshold? How can the City keep track of what is actually built after a case is approved? How would development get aggregated by neighborhood. Who would watch this?

#### **4. NEW BUSINESS**

- a. None

#### **5. STAFF BRIEFINGS**

- a. None

#### **6. FUTURE AGENDA ITEMS**

Items proposed for the next meeting on Wednesday, February 17, 2010.

- a. Election of new chair of subcommittee

- c. Presentation by City of Austin staff on the recommendations made by the Subcommittee.

- b. Central West Austin Neighborhood Plan – presentation by Paul DiGiuseppe, Principal Planner.

#### **ADJOURNMENT**

Sandra Kirk adjourned the meeting without objection at 7:02 p.m.