



**City Planning Commission
Codes and Ordinances Committee
DRAFT MINUTES**

**Tuesday September 21, 2010, 6:00 P.M.
301 West 2nd Street, City Hall Conference Room 1029, Austin, Texas**

(Note: These are draft minutes and will be reviewed at the Committee's next meeting on October 19, 2010)

The Planning Commission Codes and Ordinances Committee convened in a regular meeting on Tuesday, September 21, at 301 West 2nd Street (aka Willie Nelson Blvd), City Hall Conference Room 1029, in Austin, Texas.

Commissioner Sullivan, acting as Chair, called the Meeting to order at 6:02 P.M.

Committee Members Present:

- Dave Sullivan, acting Chair
- Danette Chimenti
- Saundra Kirk
- Kathryne Tovo

Committee Members Not Present:

- Mandy Dealey, Chair

Staff in Attendance:

- Carol Gibbs, PDR
- Robert Heil, PDR
- Jerry Rusthoven, PDR
- Susan Scallon, PDR
- George Zapalac, PDR

A. Citizen Communication

No citizens signed up to speak on items not listed on the agenda,

B. Approval of Minutes

A motion to approve the August 17, 2010 minutes was approved on a 3-0 vote.

C. Potential Code Amendments Proposed for Initiation

1. **Small Scale Outdoor Events** Discussion and action on initiating a code amendment to create a new land use definition for venues for small scale outdoor events such as weddings, receptions, and small parties. (Staff Contact: Robert Heil, Planning and Development Review Department at 974-2330).

A motion by Commissioner Kirk to forward this item to the Planning Commission for initiation failed for lack of a second.

2. **Expiration Requirements for Development Projects** - Discussion and action on initiating a code amendment to the City Code, Chapter 25 relating to expiration requirements for permits, site plans and subdivisions. (George Zapalac, Planning and Development Review Department, 947-2725).

A motion by Commissioner Kirk to forward this item to the Planning Commission for initiation failed for lack of a second.

D. Regular Agenda (Discussion and Possible Action on the following items)

1. **Community Gardens** – Discussion and action on proposed amendments to support community gardens. (Staff Contact: Margaret Russell, Parks and Recreation Department, 974-3867)

This item was pulled by staff and will be considered at a future meeting.

E. Staff Updates and Briefings (Discussion and Possible Action on the following items)

1. **Heritage Trees** – Staff Briefing on options related to the enforcement and Mitigation for Heritage Trees (**Staff Contact:** Michael Embesi, Planning and Development Review Department, 974-1876).

No formal action was taken. The Committee did request a status update on the joint meetings which have been taking place to discuss this item.

2. **NCCD** – Staff Briefing on an Council-initiated amendment to designate the Board of Adjustment as the body to (1) hear and decide a request for a variance from a requirement of the NCCD and (2) consider an appeal of a decision of the building official regarding a site development regulation prescribed by the NCCD. (Staff Contact: Robert Heil, Planning and Development Review Department at 974-2330).

No formal action was taken.

3. Status update of other pending code amendments.

No formal action was taken.

F. Other Business

No formal action was taken.

Acting Chair Sullivan adjourned the meeting at 7:36 P.M. without objection.