



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

**Wednesday, May 19, 2010**

**The City Planning Commission Neighborhood Plan Subcommittee convened in a regular meeting on Wednesday, May 19, 2010 at 301 W. 2<sup>nd</sup> Street, City Hall, Room #2016, in Austin, Texas.**

**Commissioner Chimenti called the meeting to order at 6:12 p.m.**

**Subcommittee Members in Attendance:**

Danette Chimenti, Chair  
Saundra Kirk  
Dave Sullivan

Kathie Tovo

**Committee Member(s) Absent:**

None

**City Staff in attendance**

Carol Haywood, Manager, PDRD  
Rebecca Giello, Policy & Planning Manager,  
Neighborhood Housing & Community  
Development (NHCD)  
Kelly Nichols, NHCD  
Maureen Meredith, Senior Planner, PDRD

**Others in Attendance:**

Susan Moffat, Livable City  
Lisa Harris, Austin Neighborhoods Council

**1. CITIZEN COMMUNICATION: GENERAL**

a. None.

**2. APPROVAL OF MINUTES**

a. The minutes for the regular meeting of April 19, 2010 were approved on Commissioner Chimenti's motion; Commissioner Sullivan's second on a 4 to 0 vote.

**OLD BUSINESS**

**a. Educational Impact Statement (EIS) tool – Greg Guernsey, Director, Planning and Development Review Department, (512) 974-2387. Follow-up discussion from the April 21, 2010 subcommittee meeting. (Discussion and/or possible Action)**

Greg Guernsey, PDRD, presented the revised EIS forms from AISD and PDRD.

The first hand-out was a flow-chart that illustrated the review process for Site Plans and how the EIS form would fit into this process.

The second hand-out was a flow-chart that illustrated the review process for Zoning Changes and how the EIS form would fit into this process.

AISD and the City would complete the form with their respective information which will be attached to the staff's case report as it moves forward to Planning Commission and City Council.

Information already provided by applicants on zoning applications can be used by City staff to complete the EIS form; however, if something is missing, such as rent levels, then it will trigger a rules posting change process.

Housing unit net loss or gain is not captured in the current form. To ask applicants for existing and proposed units and prospective rents, there will need to be rule change posting. A potential question asked of developers might also be whether housing units will be demolished.

Commissioner Tovo mentioned that student mobility should be added to the AISD form. Greg Guernsey said he will follow up with Joe Silva from AISD about adding this. Additional information will be to calculate the number of students displaced if dwelling units are demolished, whether early education programs will be removed, and whether or not there are other early education programs in the area.

Addition information that should be added to the City form is: square feet of dwelling units, current sale price of units, and number of bedrooms. These questions will help determine if the development is family-friendly or not.

Greg Guernsey said he will create an owner's list of questions to be posted for rules change, but in the meantime, staff will use the form as it is now.

Family-friendly amenities, such as grocery store and pharmacy are good off-site amenities to ask if these exist in area. On-site family friendly amenities to ask applicants are if the development will have a pool, club house, etc.

Commissioner Tovo made a motion, seconded by Commissioner Kirk, to move forward with EIS form with the changes discussed and to revisit the questions posted for rules change at another meeting.

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

**a. Affordable Housing Impact Statement (AHIS)** – Discussion of when during the neighborhood planning process should Neighborhood Housing and Community Development (NHCD) staff complete the form to ensure that affordable housing issues are addressed during the planning process. (Discussion and/or possible Action)

Rebecca Giello from NHCD said in the future they will focus on affordable housing throughout the neighborhood planning process with workshops addressing affordable housing on a quarterly basis over a 12 to 18 month period, in conjunction with the planning meetings. The discussion will focus on the particular planning area. Before the land use discussions, the NHCD will write a preliminary analysis of the affordable housing elements, so there are at least three meetings to address issues if needed. The preliminary analysis will also be given to the Planning Commissioners to review and, as was done in the past, the final report will be submitted as back-up at the public hearings. There will be two planners working on the AHIS, In the past there was only one planner working on it. A NHCD planner is working on a presentation that will contain key, current information on affordable housing tools to be used by staff and neighborhoods.

There was a brief discussion about neighborhood plan infill-options as tools to address affordable housing.

## **5. STAFF BRIEFINGS**

- a. None

## **6. FUTURE AGENDA ITEMS**

- a. Educational Impact Statement (EIS) form. Greg Guernsey will present questions/items to be asked that will need a Rules Change form
- b. A member from Urban Renewal Board wants to speak to the Subcommittee.
- c. Discussion on schools and education and how these issues fit into neighborhood plans.

## **ADJOURNMENT**

Commissioner Chimenti, adjourned the meeting without objection at approximately 7:25 p.m.