



PLANNING COMMISSION

SPECIAL-CALLED MEETING Saturday, April 14, 2012

The Planning Commission convened in a special-called work session on Saturday, April 14, 2012, at 505 Barton Springs Road, Room 325, in Austin, Texas.

Commission Members in Attendance:

Dave Sullivan, Chair
Saundra Kirk
Danette Chimenti
Mandy Dealey
Alfonso Hernandez
Jean Stevens
Richard Hatfield
Donna Tieman
Jeff Jack (ex-officio)

City Staff in Attendance:

Garner Stoll, Assistant Director, PDRD
Carol Haywood, Comprehensive Planning Manager, PDRD
Jackie Chuter, Senior Planner, PDRD
Cindy Crosby, Attorney, Law Department

CALL TO ORDER

Commissioner Sullivan called the meeting to order with a quorum present at 8:45 am.
Commissioner Anderson was absent.

A. NEW BUSINESS

1. Open Meetings and Legal Issues (item #3 on posted agenda moved to first on agenda to accommodate Cindy Crosby's schedule)

Cindy Crosby, Senior City Attorney, gave a briefing on open government issues, including open meetings and open records as it applies to email and social media. A City policy on what becomes a City record, such as emails, should be forthcoming in May and the City clerk's office will provide training. There is a proposal for each commission and board member to be assigned an email address.

2. Background on PUDs and MUDs (#5 on posted agenda moved to second on agenda to accommodate Cindy and Virginia's schedule)

Cindy Crosby, Senior City Attorney, and Jackie Chuter, Planning and Development Review Senior Planner, gave a briefing on PUDs and MUDs. The state legislature gave cities the ability to review MUDs. Jackie explained that Whisper Valley and Indian Hills are PIDs and explained

the difference in financing and board structure. In more information is desired, Sharon or Chad from the Law Department can give training at one of the 5th Tuesday sessions. Cindy will send CLE educational material to the commissioners.

3. Purpose, Scope, Roles and Responsibilities of Planning Commission and City Processes (#2 on posted agenda)

Garner Stoll, Planning and Development Review Assistant Director, reviewed the city's development process and Charter provisions (Article X. Planning) particularly the provisions regarding the comprehensive plan and the Planning Commission's role. The timing of *Imagine Austin* Comprehensive Plan's annual report was discussed and further discussion will take place in the Commission's Comprehensive Plan subcommittee. Staff is discussing how to staff the implementation and tracking of *Imagine Austin*.

The next neighborhood plan will be started for the South Manchaca, Westgate, and Garrison Park planning areas. All adopted neighborhood plans now have active contact teams. They have been asked for copies of their by-laws and membership lists. Danette Chimenti and the Neighborhood Planning subcommittee is assisting staff to enforce the requirement in the development code that each contact team annually submit updates to this information.

4. Commission Development and Work Plan for 2012

Discussion on ideas for 5th Tuesday Planning Commission Meetings suggested the following:

- A board for senior citizen issues

- Travis Central appraisal District – how residential and commercial properties are assessed

- Joint meeting with Community Development Commission and affordability, home financing
- Capitol Metro – how will they implement *Imagine Austin*?

- Form based code

- Local food production (could be 15-20 minutes at regular commission meeting)

- Annexation policy

- Wild fire safety, especially for the green belt (Paul Barker, Westlake, previous fire chief?)

Subcommittee Reports:

Neighborhood Planning:

- Gary Schatz, Public Works, presented on neighborhood parking enforcement

- Coordination with Urban Renewal Board on 11th and 12th Street NCCD

- Working with staff on contact teams

CIP:

- City is changing procedures on how priorities are put together.

- Have Mike Trimble, Capital Planning Office, come to brief

- Send example of staff's Access spreadsheet

Codes and Ordinances:

- Auditor report on short term rentals to Council on the 20th, the 23rd work group will meet to respond to auditor's report, see handout of list of code amendments in the works.

Comprehensive Plan:

- Next scheduled meeting on the 14th? Begin implementation discussion.

- Dave wrote op-ed piece for the Statesman

Work Plan

Dave handed out copies

5. Introductions (#1 on posted agenda)

Commissioner members introduced themselves and briefed everyone on their backgrounds, interests, and views toward planning.

ADJOURNMENT

Commissioner Sullivan adjourned the meeting without objection at 12:45 p.m.