



**PLANNING COMMISSION
CODES AND ORDINANCES SUBCOMMITTEE MINUTES**

**REGULAR MEETING
Tuesday, October 15, 2013**

The Planning Commission Codes and Ordinances Subcommittee convened in a regular meeting on Tuesday, October 15, 2013, at 301 W. 2nd Street, City Hall, Room #1027, in Austin, Texas.

Commissioner Chimenti called the meeting to order at 6:04 p.m.

Subcommittee Members in Attendance:

Danette Chimenti - Chair
Myron Smith
Jean Stevens

James Nortey
Dave Anderson

City Staff in Attendance:

Greg Dutton, Planning and Development Review
Carol Gibbs, Planning and Development Review
John McDonald, Planning and Development Review
Greg Guernsey, Planning and Development Review
Jerry Rusthoven, Planning and Development Review
Andy Linseisen, Planning and Development Review
Trish Link, Law Department
Matthew Christianson, Code Compliance Department

Others in Attendance:

Stuart Hersh
Amanda Morrow, Armbrust and Brown
Richard Suttle, Armbrust and Brown

Blake Tollett, WANG
Charles Cloutman, Meals on Wheels

1. CITIZEN COMMUNICATION: GENERAL

- a. None

2. APPROVAL OF MINUTES

- a. A motion was made to approve the September 17, 2013 minutes by Commissioner Stevens, seconded by Commissioner Smith. Vote: 4-0.

3. POTENTIAL CODE AMENDMENTS: Proposed for Discussion and/or Initiation

Potential amendments to the code are offered for discussion and/or possible recommendation for initiation. If initiated, Staff will research the proposal and report back to the subcommittee.

- a. **Special Event Signs** – Initiate an amendment to Title 25 of the City Code to allow temporary special event signs. City Staff: Greg Guernsey, Planning and Development Review Department, 974-2387, Greg.Guernsey@austintexas.gov (Discussion and/or Possible Action)

Greg Guernsey explained the need for regulations for temporary signs and banners that are used during special events to advertise the special event and advertisers of the special event. This item is related to the code amendment for temporary projected signs for special events.

A motion was made to recommend the item to full Planning Commission for initiation, by Commissioner Stevens, seconded by Commissioner Nortey. Vote: 5-0.

- b. Digital Images** – Initiate an amendment to Title 25 of the City Code related to digital signs and images. City Staff: Greg Guernsey, Planning and Development Review Department, 974-2387, Greg.Guernsey@austintexas.gov (Discussion and/or Possible Action)

Greg Guernsey described a need for regulations for digital signs and images, which are often used to advertise special events and event sponsors.

A motion was made to recommend the item to full Planning Commission for initiation, by Commissioner Stevens, seconded by Commissioner Nortey. Vote: 5-0.

- c. Mobile Food Courts** – Initiate an amendment to Title 25 of the City Code to establish standards and regulations for mobile food vendor courts. City Staff: Greg Guernsey, Planning and Development Review Department, 974-2387, Greg.Guernsey@austintexas.gov (Discussion and/or Possible Action)

Greg Guernsey went over a proposed code amendment that would regulate mobile food courts. Under the current code, mobile food vendors are not required to have bathroom facilities, composting, minimum parking, lighting standards, or setback requirements. The proposed code amendment would look at addressing all of these issues for established mobile food courts.

A motion was made to recommend the item to full Planning Commission for initiation, by Commissioner Stevens, seconded by Commissioner Smith. Vote: 5-0.

- d. Educational Facility Site Plan Exemptions** – Initiate an amendment to Title 25 of the City Code, to delete section 25-5-2(G), related to educational facility site plan exemptions. City Staff: Andy Linseisen, Planning and Development Review Department, 974-2239, Andy.Linseisen@austintexas.gov (Discussion and/or Possible Action)

Andy Linseisen explained that under current code certain educational facilities are not required to submit a site plan (site plan exempt). Most public schools are covered by an inter-local agreement between the school district and the city, but charter schools are not covered and are site plan exempt. Commissioners asked staff to determine whether existing and new charter schools could be covered by an inter-local agreement similar to other ISD inter-locals and return to a subsequent subcommittee meeting to discuss.

A motion was made to table the item and have the item return to a future subcommittee meeting, by Commissioner Anderson, seconded by Commissioner Stevens. Vote: 5-0.

4. REGULAR AGENDA: Previously Initiated

Previously initiated amendments to the code are offered for discussion and possible recommendation to the full Planning Commission.

- a. Temporary Staging** – Consider an ordinance amending Title 25 of the City Code to allow temporary staging of equipment, for City of Austin and utility projects, on non-City-owned property. City Staff: Andy Linseisen, Planning and Development Review Department, 974-2239, Andy.Linseisen@austintexas.gov (Discussion and/or Possible Action)

Andy Linseisen explained that there is a need for equipment to be staged temporarily for municipal and utility projects. Currently equipment is staged on all property types, including property with single family zoning, where the staging of such equipment is not permitted by the land development code.

Commissioners asked that the item return to a future subcommittee agenda for further discussion, with direction to staff to gather additional stakeholder and neighborhood input, better define the use of temporary staging, examine possible conditions of any extension to the staging, and possible site conditions (light, noise) as well.

A motion was made to table the item and have it return to a future subcommittee meeting for further discussion, by Commissioner Nortey, seconded by Commissioner Anderson. Vote: 5-0.

- b. Accessible Ramps** – Consider an ordinance amending Title 25 of the City Code to allow placement of accessible ramps in required yard setbacks. City Staff: John McDonald, Planning and Development Review Department, 974-2728, John.McDonald@austintexas.gov (Discussion and/or Possible Action)

John McDonald went over a proposal to allow for accessible ramps to be built in required yard setbacks. Stuart Hersch explained that proposed changes might need to go to the Building and Standards Commission for review if changes affect building code, and suggested that ramps not be exempted from impervious cover calculations. Charles Cloutman added that a 36 inch width might not be enough (48 inches was preferable), and that switchbacks would likely be needed.

A motion was made to table the item and have the item return to a future subcommittee meeting, by Commissioner Nortey, seconded by Commissioner Stevens. Vote: 5-0.

- c. Enhanced Penalties** – Consider an ordinance repealing and replacing City Code Section 25-1-462 relating to municipal court criminal enforcement. City Staff: Steve Ramirez, Code Compliance Department, 974-2320, Steve.Ramirez@austintexas.gov (Discussion and/or Possible Action)

Matthew Christianson explained that in conjunction with the rental registration program the Council initiated an amendment to stiffen the penalties for code violations. This would allow for higher minimum fines for convictions when 25-12 code (Technical Code) is violated.

A motion was made to recommend the item to full Planning Commission, by Commissioner Stevens, seconded by Commissioner Smith. Vote: 4-0-1 (Commissioner Nortey abstaining).

5. OTHER BUSINESS

- a. **Stealth Dorms** – Discuss ongoing working group activity and findings related to stealth dorms. Commissioner Stevens. (Discussion and/or Possible Action)

Postponed without objection to the November subcommittee meeting.

- b. **Policy Issues and Priorities Standing Item: Affordability** – Discuss issues around affordability in the City of Austin. (Sponsor: Commissioner Anderson; Co-Sponsor: Commissioner Oliver) (Discussion and/or Possible Action)

Postponed without objection to the November subcommittee meeting.

- c. **Update on potential upcoming and current code amendments, and the amendment process** – City Staff: Greg Dutton, Planning and Development Review Department, 974-3509, Greg.Dutton@austintexas.gov (Discussion and/or Possible Action)

Greg Dutton gave a brief update on ongoing code amendments.

No action was taken.

6. FUTURE AGENDA ITEMS

Future agenda items will NOT be discussed at the current meeting, but will be offered for initiation, discussion, and/or possible recommendation to the full Planning Commission at a FUTURE meeting.

ADJOURNMENT

Commissioner Chimenti adjourned the meeting without objection at 8:07 p.m.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 4 days before the meeting date. Please call Greg Dutton at Planning and Development Review Department, at 512-974-3509, for additional information; TTY users route through Relay Texas at 711.

For more information on the Planning Commission Codes and Ordinances Subcommittee, please contact Greg Dutton at (512) 974-3509 or at greg.dutton@austintexas.gov