



**Planning Commission Work Session  
March 22, 2014  
One Texas Center Room 325  
505 Barton Springs Road  
Austin, TX. 78704  
Minutes**

**Commission members present:**

Dave Anderson - Chair	James Nortey
Danette Chimenti – Vice-Chair	Stephen Oliver
Richard Hatfield	Brian Roark
Alfonso Hernandez - Parliamentarian	Myron Smith
Jeff Jack – Ex-officio member	Jean Stevens - Secretary

**Staff present:**

Greg Guernsey- PDRD  
Carol Haywood-PDRD  
Jerry Rusthoven-PDRD  
Annick Beaudet-CPO  
Brent Lloyd-Law  
Francis Reilly- PDRD  
Chris Yaner- PARD  
Paul DiGiuseppe- PDRD  
Greg Dutton- PDRD  
Donna Arwood- PDRD

**CALL TO ORDER- 9:00 AM**

**A. NEW BUSINESS**

**1. Update on Boards and Commissions Transition Task Force- Dave Anderson**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Balance of workload
- Safeguards between PC/ZAP
- Secondary level of evaluation
- Membership structure

- Joint subcommittees
- Economic element into planning process
- Addition of Historic Landmark Commission
- Grouping/organization of commissions based on aspects of the comprehensive plan

## **2. Update on Planning Commission's Role on Lake Austin Zoning Cases- Chris Yanez**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Cases that will now go to the Planning Commission rather than the Parks board
- Estimated number of cases
- Notification process
- Why coming to Planning Commission rather than BOA
- Contents of ordinance
- Request for case studies

## **3. 2014 and Beyond: Subcommittee Goals & Objectives**

### **a. Codes and Ordinances- Danette Chimenti & Greg Dutton**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Policy development on new codes
- 90 day requirement
- Creation of ordinances
- Affordability issues
- Planning Commission involvement discussions

### **b. Neighborhood Planning- Jean Stevens & Francis Reilly**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Process of neighborhood planning
- Utilization of social media & neighborhood listserves
- Starting new plans during code rewrites
- Venue for hearing neighborhood concerns
- What can Planning Commission do better/different

### **c. *Imagine Austin* Comprehensive Plan- Richard Hatfield & Paul DiGiuseppe**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Quorums
- Conversation vs. action
- Aligning boards/commissions with priority programs

- Action responsibility list
- Planning Commission roles/responsibilities

**d. Capital Improvement Plan- Alfonso Hernandez & Annick Beaudet**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Alignment with comprehensive plan & measurement direction
- Lifecycle course/cost
- Need for additional committee members
- Role of public input
- Preferred growth map conflicts

**4. Changes to Planning Commission's Rules & Procedures- Dave Anderson & Brent Lloyd**

Questions/comments related, but not limited to, the following were discussed but not acted upon:

- Arrangement/placement of agenda items
- Postponement of items that can't be heard due to time restraints
- Establishing a meeting break requirement
- Time limits on speakers
- Consideration of zoning changes in areas undergoing a neighborhood plan
- Rescinding decisions
- Cap for staff briefings

A motion to put Planning Commission rules and procedures discussion on a future agenda was made by Jean Stevens, seconded by Dave Anderson and approved on a vote of 9-0.

Chair Dave Anderson adjourned the work session/retreat at 12:50 PM.