



## Land Development Code Advisory Group Meeting #32 Minutes

April 20, 2015 at 4:00 pm  
One Texas Center, Room 325  
505 Barton Springs Road, Austin, Texas 78704

**Members in attendance:** Jim Duncan, Jeff Jack, Will Herring, Dave Sullivan, Melissa Neslund, Stephen Oliver, Brian Reis, Nuria Zaragoza.

**Members Absent:** Beverly Silas, Mandy De Mayo, Stephen Delgado.

**Meeting Objective:** Review working group end products, update on project schedule.

1. Approval of Minutes: adoption of minutes from April 6 postponed to next meeting.
2. Introduction of Matthew Lewis: Planning & Zoning Assistant Director Matthew Lewis has been assigned to oversee the CodeNEXT process and has designated Jim Robertson as the project manager. Other resources will be added to the team, including representatives of Watershed Protection and Public Works. CAG members suggested including Austin Water Utility, Austin Energy, and Texas Gas as well. They also asked for a list of deliverables and the status of each and requested a breakdown of staff and consultant responsibilities for Phase 2.
3. Review outputs from working groups: Kerry O'Conner provided an overview and recap of the working group adventure. On a motion from Dave Sullivan with a second by Melissa Neslund, CAG members voted to provisionally accept all recommendation from the various working groups, including suggestions from the American Society of Landscape Architects on items i1, i2, i6, and i9, noting that the recommendations were not listed in order of priority.
4. Update on Phase 2 work scope and schedule: George Zapalac presented a summary of the major tasks in Phase 2, which will include a design charrette, several Code Update presentations, and the creation and review of an administrative draft. CAG members asked if they could suggest items to include in the charrette and were invited to submit their ideas in writing. There will be further discussions from Opticos on the content of the charrette and on selection of focus areas to be included. CAG members suggested the preparation of Frequently Asked Questions on what we know and don't know about specific provisions of the new code.
5. Discuss decorum during agenda item "CodeNEXT Team response to public comment": The process for responding to public comments at CAG meetings was discussed. It was agreed that each CAG member should have one opportunity to respond to public comments but members should not get into debates with each other or the public. If members of the public have

questions rather than comments, they should submit the questions in writing and staff should prepare a response.

6. Standing Items:

- a) Discuss structure and organization of Advisory Group: none
- b) Discuss work product type and goals for Advisory Group: The City Council's Planning & Neighborhoods Committee will be discussing the future structure of the CAG at their meeting on April 30.
- c) Update from members on their outreach activities: Members reported on their recent activities.
- d) Report from Working Group on Envision Tomorrow: This group would like to meet to discuss the product from Fregonese Associates based on existing zoning.
- e) Agenda items to consider for next meeting: Because the City Council's Planning & Neighborhoods Committee has its regular meeting on the 3<sup>rd</sup> Monday of the month, a new meeting time for the CAG will be sought. Staff will poll the members for a suitable alternative time. For the next meeting, one agenda item will be neighborhood plan updates.

7. Public Comment: CodeNEXT should promote affordability throughout Austin, as stated in Priority Program 6 of Imagine Austin; green infrastructure should be an integral part of the process; CodeNEXT should do more outreach, including a notice in utility bills; there should be an appeal process for residents to weigh in on development in their neighborhood; in the charrette it is important to keep in mind the big picture of affordability and public benefit, not just the details; CodeNEXT needs to move the indicators identified in Imagine Austin.

8. CodeNEXT Team response to public comment: none.

Meeting adjourned at 6:00 pm