

Highland City Planning Commission

August 28, 2018

Approved December 11, 2018

The regular meeting of the Highland City Planning Commission was called to order by Planning Commission Chair, Christopher Kemp at 7:00 PM on August 28, 2018. An invocation was offered by Commission Abbott and those assembled were led in the Pledge of Allegiance by Commissioner Campbell.

PRESENT: Commissioner: Christopher Kemp
Commissioner: Ron Campbell
Commissioner: Abe Day
Commissioner: Tim Ball
Commissioner: Jerry Abbott

EXCUSED: Commissioner: Sherry Carruth
Commissioner: Brittany Bills
Commissioner Alternate: David Harris
Commissioner Aternate: Brady Brammer

STAFF PRESENT: Community Development Director: Nathan Crane
Planner: Tara Tannahill
Planning Coordinator: JoAnn Scott
Planning Commission Secretary: Heather White

PUBLIC APPEARANCES

Commissioner Kemp asked for public comment.

OTHER BUSINESS

1. Discussion on the General Plan Request for Proposals (RFP) solicitation.

Mr. Crane explained that the Council, Planning Commission, and staff had identified the need to update the 2008 General Plan. He said staff prepared an RFP process.

Commissioner Day arrived at 7:03 PM.

Mr. Crane said selection would be based on qualifications of the firm, but specifically who would be working on the project, the submitted proposal, the proposed public involvement process, and references. Estimated cost is \$75,000. Mr. Crane reviewed the proposed timeline

and explained that the project would begin in January 2019 and might last 1-2 years, depending on public input. He explained that General Plans were typically undated every 5 – 10 years, depending on the needs of the city. He thought the benefit for the city would be the public involvement process.

Commissioner Campbell wondered how the city would handle public input and issues that might be brought up. Mr. Crane used the example of water conservation. He explained that the city could implement standards based on public input and goals.

Commissioner Abbott wondered if there was anything driving the update. Mr. Crane explained that there had been a lot of comments and discussion regarding appropriate zoning districts, the future of SR-92, and having an economic development driven city versus more of a “bedroom community”.

Commissioner Day wondered if there was any particular party that wanted to develop SR-92 more than others. He wondered how the city would be involved with the process. Mr. Crane explained that the city wanted to look at the development of SR-92 comprehensively instead of piecemeal. He talked about how some residents wanted the city to be economically driven to get a good tax base while others wanted it to remain a bedroom community. He said there had been discussion and questions regarding parks and what Highland’s service level should be. Mr. Crane explained that a technical advisory committee would be formed from members of the council, commission, and community to meet regularly for the purpose of giving advice and direction to the consultant. Regular updates would be given to the commission and the council throughout the process.

Commissioner Abbott asked if the update would rezone certain properties. Mr. Crane explained that it would lay the foundation, but not change zoning. It would be the property owner’s responsibility to rezone. He said developers were not driving the General Plan update; it was a city-initiated process. He explained that developers would be part of the process simply because they were land owners.

2. Discussion on proposed amendments to the Development Code.

Ms. Tannahill led the discussion regarding subdividing corner lots, basement apartments, and landscaping. She explained that the council wanted to know how many corner lots could be subdivided in Highland. Staff discovered that out of 99 lots, 42 could be subdivided based on 20,000 square feet. Based on the findings, staff wondered if the city wanted to separate parameters for corner lots to allow them to be split. Mr. Crane explained that modifying the standards for corner lots could add 42 lots.

Commissioner Campbell liked the idea because of the reduced need to water grass.

Commissioner Abbott mentioned that neighbors might not like smaller lots and houses in a big lot neighborhood. Commissioner Day said he would support the amendment and talked about requiring a neighborhood vote.

Commissioner Kemp thought that no amendment was needed unless there was some glaring reason to change it. Commissioner Abbott thought changing it might cause problems.

Mr. Crane explained that the city had 3-4 inquiries per month about splitting corner lots. He said most were told no because the lot did not meet development standards.

Commissioner Day mentioned that development of an unused corner lot would increase the value. He said neighbors might be okay with development if it was an improvement to the area. He liked the idea of giving neighbors an opportunity to vote.

Commissioner Campbell envisioned a way in which the code was amended by allowing a certain percentage of adjustment with specific square footage and frontage restrictions.

Commissioner Ball was concerned about where it could lead with precedent. He said he could understand how an amendment would benefit areas where the lots were not taken care of, but he wasn't sure it would be a good change over all.

Commissioner Kemp and Commissioner Day asked to look at a list of properties that might be eligible. Commissioner Kemp thought some of the properties would make sense, but others would not.

Regarding Basement apartments, Ms. Tannahill reviewed some of the requirements for a multiple unit house. She said she had received many questions regarding a breezeway. She said people were interested in building a separate house connected to the main house with a breezeway. She mentioned it was allowed under the current code.

Mr. Crane said that the current definition of family allowed anyone to turn their house into a two-unit or duplex and didn't have to comply with the building code or off-street parking. He said residents needed to be safe by following the building code and parking requirements. Staff was suggesting an amendment to the definition of "family". If accessory units were wanted, off-street parking and building code compliance would be required and that the unit needed to be architecturally integrated.

Commissioner Day said he received requests from others who wanted to build smaller home in the back of the main house for those who are retiring. He mentioned there was a movement to this kind of housing in communities back east and in Oregon. He preferred to discuss all accessory apartments at the same time, attached or not. Commissioner Abbott mentioned that he was involved in a similar development and the units were called Granny Flats. He said owners had to live in one or the other.

Commissioner Kemp liked the idea, but thought it could have huge consequences to the community. He thought research should be done to understand how to do it right. Commissioner Ball agreed. He thought it could significantly increase density.

Commissioner Kemp was in favor of amending the definition of family in order to be able to enforce off-street parking and the building code. He thought it should be written in a way that eases the burden off of staff and that it would ensure residents' safety.

Mr. Crane explained that staff was looking into revising landscaping standards. He said throughout the city, Highland was currently using double the amount of allocated pressurized irrigation water and that it was not sustainable. He talked about water sources for the city and said that if current use continued, and there was another winter like the last one, Highland would be out of water storage by the end of July 2019. He said staff was looking at revising landscape requirements to address water conservation by doing xeriscaping in park strips and maybe parkway detail as part of the overall development. He explained that staff was also looking into making changes to the municipal code for water conservation. He said the mayor and council approved a proclamation for water restrictions with specific days to water. It was enforced if people watered in excess.

Commissioner Kemp asked about water meters on houses. Mr. Crane explained that staff was looking into meters. He said every new house had a pressurized irrigation meter. Mr. Crane said it would cost \$4-5 Million for citywide meters. Mr. Crane explained that, if approved, the water conservation strategy would always apply to watering within the city. He said if not, more infrastructure would be needed as well as more water.

APPROVAL OF MINUTES

MOTION: Commissioner Campbell moved to approve the minutes for June 27, 2018. Commissioner Abbott seconded the motion. All present were in favor. The motion carried.

MOTION: Commissioner Campbell moved to approve the minutes for July 18, 2018. Commissioner Ball seconded the motion. All present were in favor. The motion carried.

COMMISSION COMMENTS AND SUGGESTIONS

Commissioner Kemp asked about the recently reviewed Patterson property and park impact fees. Mr. Crane said the property owner was not pursuing development at this time. The proposed museum was under contract and had time to try to raise money. Mr. Crane said park impact fees could be used only for capital improvements once park bonds were paid off.

Commissioner Campbell asked about signs. Mr. Crane explained that research was collected regarding cost for political signs on public property per election cycle. The most problematic signs were the larger ones that needed to be moved in order to mow, etc. He said it cost the city

an extra \$8,500 per election cycle. He said this information might lead to a sign ordinance amendment in the future.

ADJOURNMENT

MOTION: Commissioner Day moved to adjourn the meeting. Commissioner Campbell seconded the motion. All present were in favor. The motion carried.

The meeting was adjourned at 8:12 PM.