

Montpelier Planning Commission
February 13, 2012
City Council Chambers, City Hall

Subject to Review and Approval

Present: Jon Anderson, Vice Chair; Kim Cheney, Eileen Simpson, Tina Ruth, and John Bloch
Staff: Gwen Hallsmith, Director of Planning and Community Development
Clancy DeSmet, Planning and Zoning Administrator
Hannah Snyder, VISTA Volunteer
Jackie Cassino, Regional Planning Commission

Call to Order:

Vice Chair Jon Anderson called the meeting to order at 7:00 P.M.

Approval of Minutes of January 9 and 23, 2012:

Upon a motion duly made by John Bloch the Minutes of January 9 and 23, 2012 were approved with minor corrections on a vote of 5 to 0.

Planning Director Hallsmith introduced Jackie Cassino from the Regional Planning Commission. We have a municipal planning grant from the Regional Planning Commission to help with the zoning revision and Jackie is doing a great job.

Subcommittee Assignments for Updating Definitions,

Procedures and Standards:

Mr. Anderson said he would like to talk about the suggested edits to minor articles. The reason he would like to do them both at once is he would like to have some discussion about what the ground rules are for the instructions they are giving to the committees. One theory of drafting he has seen is you get every excess word out of the ordinance. Another theory related to that is the plain language theory. Another theory is our real purpose of the ordinance is to educate people so we might want to include stuff in the ordinance that would be educational but not necessary to its legal locations. The Town of Williston's ordinances has a question and answer commentary through the ordinance that says why are we doing this and what is the meaning of it and provides a lot of context. That is a lot of extra words which would run contrary to us getting as many words out of the ordinance as we can. In many cases our current ordinances and other ordinances simply repeat what is already in the statute so if we are going to allow variances we are stuck with the words that the State of Vermont uses in defining what the test is for variances. We repeat it because we want to educate people as to what they have to show. He wonders if that would run contrary to an idea of getting everything out of the ordinance.

In appointing the subcommittees we need to have some charges of what they are supposed to do.

Mr. Cheney said he would like to know what is just a repeat of the statute and he would like to just put a link to the statute and not repeat it. He wants links to the statute and not re-create it in the ordinance because he wants to take the ordinance and make it so he can read it. Most statutes are very hard to read but that doesn't mean the ordinance has to be hard to read. When he looks at the suggestions he has seen he would pick them up and tear them apart but he doesn't know which are statutes and which are ordinances.

Mr. DeSmet replied they are all in Title 24.

Mr. Cheney said he would prefer to just have a link. If you want to know what is required for a variance put a link to the statute and take it out of the ordinance so that somebody reading it would view the link. Our own work he doesn't want to look like the statutes. It can be plainer and simpler.

Ms. Ruth replied she understands the reasoning for that but doesn't agree it. She doesn't think it is not reasonable to expect people who are coming to get a zoning permit to take the time to look at a statute. One way to clarify what is in the statute is to give the site. She thoroughly as a lawyer understand the idea of not being repetitive but we are trying to create something that a person who lives on whatever street is going to come in and be able to use and understand what is involved. If we don't add anything to what is in the statute then what do they have for their provision?

Mr. Cheney said there is going to be two things. There is going to be statutory definitions which you have to follow and ordinance implementation of those procedures. Those he thinks they can draft themselves. We can work on those within the statutory framework. It would be helpful to have it clarified.

Ms. Simpson said the mandate should be to provide an ordinance with clear language and perhaps one of the compromise positions she has done in some other contexts is take statutory language and break it out so there are five things you need to do. It conforms to the statute but doesn't quote the statute and at the beginning of a provision that is from the statute it will say this is Vermont law and in the event of a conflict the statute controls. What they will need to do is look at their work and make sure we don't have conflicts. That is a way to keep it consistent with the statute but make it more user friendly. The next question is, does it exist in electronic form, the ordinance portions, so you won't have to type it by hand.

Ms. Hallsmith replied in the electronic age there is a possibility of the hot links. For the average resident if there is something in the statute that is important for them to know and understand how they need to proceed in the zoning we should probably do what Eileen suggests and paraphrase it quickly so they don't need to go digging through laws to figure out what they need to do. Most of the citations are just referential.

Mr. Cheney said some of the things he was looking at the last meeting was actual repeat of a statute. The statutory language is right in the ordinance and he has a problem with that.

Mr. Anderson said he wanted to give an example on appeals and variances. First of all section authority § 802 authority, if their goal is going to be to get every excess word out of the ordinance the fact that the regulations are enacted under the provisions of 24 V.S.A. subchapter 11, what does it tell you? In the definitions of “interested persons” all of that is a direct quote from the statute. You could much more easily say an interested person is defined by 24 V.S.A. § 4468 and includes who.

Mr. Cheney asked who uses the ordinance. It is primary to lawyers he expects. He isn't saying it should be written for lawyers. Who actually reads those?

Ms. Hallsmith said if you have something going down the street or across the field and you feel you should be able to take some action to stop that from happening, and the appeal period had passed and you aren't even an interested person. This is where you would go to find that out. Believe me, there are plenty of residents who don't hire lawyers before they come into the Planning Office ready to appeal a case. Speaking personally and professionally that has been one of her goals of the ordinance rewrite which is to make it easier for your average person to read and understand. In cases where the citation and the language from the law is necessary to understand something, why we are doing things the way we are, then we should include the language in the ordinance.

Mr. Anderson said they should include the definition of an “interested person” and not just referencing state law. You need to have a standing to appeal something.

Mr. Cheney said this is instruction for the subcommittees.

Mr. Anderson asked if they had the ordinance and also footnotes to the ordinance.

Ms. Ruth replied it gets confusing. The more you cross reference instead of having a cite right there it is harder for people.

Mr. Anderson said if there is stuff that should be quoted to inform people then we will do it. If it is just there we are going to take it out. Is our goal to get most of the unnecessary words out of the ordinance? Is our goal plain language?

Ms. Ruth replied they should do as much plain language as they can. Sometimes it takes more words and shorter sentences to make it clear and she wants it clear.

Mr. Anderson replied the best legal writing is simple and easy to understand because then there is much less chance of a dispute. It ought to be accessible. Insurance contracts today are written very clearly and easy to understand. The question is, who wants to be on what

committees? There is a suggestion for three committees – definitions, procedures and standards. He would suggest that following the model of writing the Declaration of Independence any more than three people is a waste on the committee that is going to write something. He thinks in terms of plain language if people on the Commission want to take a stab at the language which Clancy has given us he would think that is a great gift. In addition to working on the committees, if people wanted to take some of the sections that Clancy has given us that would be great.

Clancy said these sections definitely are right out of the statutes. The state has described the way it works. 90 percent of it is in Title 24 and the notice stuff is in Title 1.

Ms. Simpson said Jon mentioned earlier that Williston had a format with questions and answers and you can always use a box text.

Ms. Hallsmith said the standards they have in the ordinance fall into a few different categories. There are the neighborhood standards and we have been working on those as a group because they are new.

Mr. DeSmet said Article 7 is entirely standards, but then there is the sign ordinance which has procedures and standards.

Mr. Anderson asked if there was a definitions committee and procedures and standards committee.

Ms. Hallsmith replied Clancy is right. The sign ordinance has procedures and standards. Every part of the ordinance is governed by procedures. There is a big part of the ordinance she is thinking about that describes what we require applicants to submit for all of the various levels of development. That is a piece of the ordinance that might require some drafting to make them clearer. Most procedures are governed by statute.

Ms. Simpson offered to serve on the definitions subcommittee.

Mr. Cheney said they should divide the work equal and Mr. Anderson should assign people to the committees.

Mr. Anderson said he would assign himself to the procedures committee. Ms. Ruth volunteered for procedures as well.

Mr. Cheney said he would work on definitions.

Jesse Moorman can work on standards along with John Bloch. Alan would be good for standards.

Mr. Anderson said the committees might have different requirements. Definitions will be a standing committee all the way. Clancy and Gwen should be at the first meeting.

Ms. Hallsmith reported that Jackie has been working on the sign ordinance. Looking at the Gateway District there are some other ordinance provisions that they have asked them to work on like the housing replacement ordinance, inclusionary housing, incentives for clustering in high density, infill incentives, etc. Those are the things we have asked her to look at on a preliminary basis. Of course, there is the River District which is a project all its own in terms of how we think about encouraging new kinds of incubator spaces and arts endeavors. They have had some meetings with the arts groups in the community that have been helpful because they are applying for a grant. They didn't want to call it the River Arts District.

Mr. Cheney said he understands Gwen and Clancy are going to pull out sections to be assigned to each committee.

Ms. Hallsmith said they have been collecting pieces in an informal way. As we go through each section they are counting on people to ask if the term is defined.

Mr. DeSmet requested that people familiarize themselves with the current ordinance. It will happen as they work with it.

Gateway District:

There are two pieces of tonight's agenda related to it. There are extra copies of the redrawn map. There was also sent the Office Park standards. They were really working hard at the areas that were covered by the Gateway District. Because they started focusing on neighborhoods and trying to understand what made neighborhoods unique they had all of the Toy Town neighborhood in the Gateway District. It actually started not as a Gateway District but rather as a Village Commercial District which is just like the downtown because that is exactly what its form is like. There are commercial businesses there and residential there. People who attended their session on the downtown felt very uncomfortable with Toy Town having the same type of zoning as the downtown because they wanted to focus that type of development there. To make them happy they took it out of the Village Commercial and designated it as Gateway because it is actually a gateway to the community. But then when they were looking at really what the gateway standards tend to cover it didn't seem appropriate for a largely residential area. As a tentative change to the way the Gateway District works they took the residential portion of Toy Town and combined it with the Suburban District that is above it because that would fit, and then they kept the commercial part of Toy Town in the Gateway District. That is a proposed boundary change so that the Gateway District's standards can really apply primarily to areas that are developed in a commercial and industrial form like they are on the other side of town.

Looking at the permitted, conditional and prohibited uses and the neighborhood development standards one of the things they noticed was that it might be that a lot of the things that are currently and conditionally used you might want to check them to see if that works. Maybe they could be added to permitted use like a family care facility or nursing or convalescent home as a conditional use when equipment, sales and service and motor vehicle service bays are in a permitted use. What do you want to have the district do? In a Gateway District she doesn't see why they would be conditional but a medical and dental laboratory is permitted. What is it you want to achieve in a district? This use table bears some reconsideration. They may want to move a lot of these things into conditional use. What they have done for the use table is taken what is currently in the industrial zone and put it in here. Her sense looking at our current industrial zone regulations is they were really trying to discourage residential uses and leave it for industrial.

Mr. Bloch said a trucking terminal should be in the industrial sector.

Ms. Hallsmith said this is some of what we are now calling Gateway on the western side of the city. The eastern side of town is currently in our industrial zone.

Mr. Anderson asked if she would refresh his recollection as to where the Gateway East is. Is it the Roundabout to Gallison Hill? Then, it is the Galloway to the Wayside. It includes Two Rivers Farm, Agway, and the industrial area as well as the Barre-Montpelier Road. Some of it now is General Business and some Industrial. It is a combination of the two.

Mr. Anderson inquired about Moonlight Terrace. What's our concept of that? Moonlight Terrace is a little street that goes up a hill across from Cody Chevrolet and you are in a Suburban residential neighborhood. He can't imagine allowing solid waste facilities on Moonlight Terrace. It is in this district and we have to have a pretty narrow use table of this in suburban.

Mr. Cheney said he thought the idea of a gateway on Memorial Drive was to make it an inviting entrance into the city and not to have storage tanks and solid waste collection sites in the district. He wonders if that should be a specific district coming in Memorial Drive because that is the principal entrance to the city coming off the interstate. The discussion we had with the Mayor and the Commission was that should remain the kind of open and inviting way to come into the city and not being cluttered up with a lot of commercial development. He doesn't want to see a lot of commercial development along Green Mountain Drive and Memorial Drive.

Ms. Hallsmith said maybe they need to have Eastern Gateway and Western Gateway.

Mr. Cheney said that is what they discussed earlier and what he thinks they should do. Of course, National Life controls a lot of that land. The development along where the Labor Department are is about as much as he wants to see down there as you come into town. He

doesn't want to see a lot of family care facilities and emergency shelters as he comes into town.

Mr. Bloch said if you are coming from the East from Plainfield you are driving westward.

Ms. Hallsmith replied on a map that is on the eastern side of town. She would think that is the Eastern Gateway and the Western Gateway is on the map.

Mr. Cheney added he thinks the western area should be treated separately and there should be more rules to preserve that. There is a lot of open space along Memorial Drive. It's owned by National Life.

Mr. Anderson said he had the experience of trying to merge the two and putting Office Park in. Is that really productive or should we just say we have two different zoning districts here?

Mr. DeSmet said that is why he inserted the Office Park standards under Western Gateway because they could have a different type of control within that neighborhood. That is more of a gateway neighborhood than the Farm and Factory side.

Mr. Anderson said a lot of work went into the Office Park concept thinking about developing it. Surely, it can be modernized and improved, but to try to make what concept he would have for that area of town look like a motel or fast food or the Wayside he has trouble figuring out what the unifying elements are. If we want to call these gateways we should be working to have street lined streets and much more limited access than is out there. He wonders if they are constraining themselves. We could call them gateway and say the purpose of this is to maintain and improve the presentation that the city makes to the world as it travels through here. Therefore, the unifying standard will be we want streets to have a certain pattern. Then, there will be the Eastern Gateway standards and the Western Gateway standards which allows us not to create an additional district but he wonders if it is just easier to say we are going to have Gateway East and Gateway West.

Ms. Hallsmith said if they are going to have different use tables it makes sense to have different districts. Part of our goal of calling them both gateways is pointing out that they are in fact both gateways but one has been developed as an industrial park in terms of the way it looks and is presented to the city, but meanwhile it is the way to enter the city from the east and it is an important element.

Mr. Cheney said that takes them to the purpose and description which needs to be written to state that it is to be developed to make the city look interesting when you come into town. They should green it up a little bit and make it look inviting to people coming into the city. He doesn't know how they express that specifically. He has trouble with all of the permitted and conditional uses.

Mr. DeSmet said community care facilities and group homes are definitely defined by statute.

Ms. Simpson said they need to be somewhere and tend to be things people don't spend a lot of money on, but if there are setbacks and other screening requirements into the ordinance they are a heck of a lot less obnoxious to her than the excavation/incinerator/junkyard/quarry/solid waste collection site. There is a lot of stuff in the conditional uses that are infinitely moot. Just imagining driving in from each direction the view on the western side into town is obviously different than coming into town from the east. If she were taking a drive through Vermont on scenic roads she probably would not be coming up the interstate. She probably would be approaching from the east and that is the view she would get driving into town.

Mr. Cheney said he thinks encouraging setbacks and screening could be stated in the ordinance. For example, maintain open views where possible and they presently exist.

Ms. Hallsmith said if they would like different use tables for the two areas is to prepare another draft, one that conforms with the existing Western Gateway standards which are like the Office Park and another that conforms to the Eastern Gateway standards which are more in line with General Business and Industrial. Then, they could think about things they want to encourage since they are both city gateways even if the uses are different.

Mr. Bloch said he would be interested in setbacks, screening, etc. and you wouldn't have to build extended care facilities to look like a cracker box. Architecture can go a long way but let's get away from the cracker boxes which are what we have in our Office Park. That is not the type of architecture that downtown Montpelier has. They have actually stopped a lot of the demolition.

Mr. Cheney asked how they would enforce the architectural standards. He thinks architectural presentations are really important but it is subjective.

Ms. Hallsmith replied they could be enforced through design control.

Mr. Cheney said the purpose and description has to have some design control included. It has to say we want good design.

Mr. Anderson said he thinks he is hearing they want two different gateway districts but they would like to have some attention given to how they dress up the streetscape on both sides.

Ms. Hallsmith said they could look at the scenic byway standards.

Mr. Cheney replied the purpose and description needs to be rewritten because the ordinance needs a purpose. It needs to comply with the design control standards.

Ms. Simpson said the Gateway District includes significant entrances to the city. It should be descriptive. The gateway districts are the significant entrances to the city and should reflect the ambience and culture of Montpelier itself. It should be developed to have economic activity but is visually interesting.

Mr. Anderson said he thinks there are four districts in good shape. The River District and Gateway Districts they need to spend a little more attention on. If we give a general direction to staff they can redraft these. He thinks the Western Gateway's uses should look more like an office park. Regarding the uses on the Eastern Gateway there needs to be a place where can be industrial uses but there are no industrial uses on the Barre-Montpelier Road. It is all commercial and lodging. We might want to split that up a little bit so we have an industrial area.

Ms. Hallsmith replied that currently they have no real space for new industries to come in. They have had in her tenure here several cases of people who have tried to come into town for industrial uses and have not been successful in finding adequate space to do it.

Mr. Anderson said he thinks they could have a light industrial use that would be consistent with what he would like to see for a hotel, but a heavy industrial use isn't likely.

Ms. Hallsmith added that the district is it is largely built out.

Mr. Bloch said they should be using the Grossman's site for an industrial use. He said as you are coming from Barre on Route 302 right on the edge of the roundabout there is a body shop. That is dumb because you are just going to stack cars up. That is the old Interstate lot. With the new roundabout to put a retail store on the Route 302 side is just not the smartest move in the world as far as traffic flow is concerned.

Ms. Hallsmith replied for the next meeting they will come back with two district sets of standards, one for the western and one for the eastern, and that will include a different use table but some common scenic byway standards that would be applied to these two districts because they both still are gateway districts.

Guidance to Staff about Edits to Articles:

Mr. Anderson said he is helping a town east of here, St. Johnsbury, with drafting their zoning ordinance. One of his commitments is to have an enforcement section so he would be glad to take what Clancy has done and give him some feedback.

Ms. Hallsmith said she had found some sample language from Stowe on how to do that which could be added into the enforcement standards. Notice of violation is the section in Stowe's and Colchester's ordinance and you can see the penalties and enforcement. They would be able to give the equivalent of a traffic ticket to somebody for a zoning violation if they had repeatedly ignored our pleas to come into compliance. Their enforcement

philosophy in the Planning Department is not to go right after people and levy funds as the first step but rather to try to encourage them to come into compliance and apply for the permit they need to make the changes they need. When that doesn't happen it is a fairly onerous procedure to take it to court and enforce it that way. The ticketing would make it easier and that might provide quite a large incentive for them to come into compliance willingly.

Mr. Bloch said it seems that this city if they want to preserve downtown as an attractive and inviting place it is going to have to do something about buildings that have been left vacant for extended periods of time. You don't have a right to use the common waterway as your waste district or dam it all up and keep the water to yourself. It seems we could be creative enough to figure out something with the same attitude by getting people into compliance that has a general benefit. We have a right to expect home owners to keep their property in a relatively good repair so it's not a public safety hazard and we have a right to expect businessmen who own buildings that generate money when they are leased out in a creative way to keep them attractive so that the rents of the adjacent properties aren't driven down as a consequence of this vacancy. Planning would be the ideal place where we talk about industrial sites, retail sites, that there is a penalty if they don't comply.

Ms. Hallsmith replied one of the first ordinances she drafted when she arrived on the job five years ago was a vacant building ordinance because that is what City Council said they were interested in. She sent it over to Barre and they used it. It did seem that the vacant building ordinances on the books are really more oriented toward the type of thing he just alluded to which is public health and safety and they typically apply to complete buildings that have been vacated and are mostly abandoned. The kinds of things they require are the owner board up the windows and secure the building so crack houses and squatters don't happen there. That is not exactly what we have happening here in Montpelier. It doesn't seem appropriate for our purposes. Even if what you are doing is levying a fine or financial penalty for keeping storefronts open when those storefronts are vacant partially because of higher costs and rents it may serve an opposite purpose in that case.

Mr. Bloch said the garage in back of Julio's has been vacant for five years.

Ms. Hallsmith replied there are other strategies for dealing with it. She doesn't think the vacant building ordinance approach is necessarily going to have the results we hope for. The main authority that cities have to enact vacant building ordinances is public health and safety. It is a bit of stretch at this point to suggest the vacant buildings are currently a threat to public health and safety.

Mr. Bloch replied they are more a threat to economic vitality. If we have significant square footage collectively that is not being used we need to find a creative way to bring those business folks to a round table and work something out instead of just complaining about it.

Mr. Anderson said he is happy to draft an enforcement section. He wonders if anyone would be willing to draft the certificate of compliance procedures or the appeals and variances.

Mr. Cheney offered to draft the appeals and variances.

Mr. DeSmet said since the Historic District was created the integrity of it hasn't really changed. Technically, if it is approved for design review and they do it wrong and they find out you are in violation. The only thing a certificate of compliance does is it gets the person to come back to the office and certify it. When Tractor Supply came in there were probably a lot of conditions on the permit so they had to certify to as what happened. In his experience he hasn't noticed development going on that is in contravention of what people have been approved for. He just finds it curious we don't have that control. People don't typically follow up on their certificates of compliance until they are refinancing or trying to sell so people don't come back. On the building permit side they can't get in the building unless they get a certificate of occupancy. There is nothing he can find that stops people from occupying and using a structure without their certificate of compliance.

Mr. Bloch asked if they should be joined with the occupancy permit. One inspection would take care of a number of problems.

Mr. DeSmet said sometimes you don't need a building permit for something in design control. A sign doesn't usually require a building permit, or painting doesn't require one.

Ms. Hallsmith asked if they wanted to require certificates of compliance for signs in Design Control. There is a design review with no follow up at the end. Technically, if you did it wrong you could be issued a violation. Remember a development under our zoning is any combination of materials.

Mr. Anderson said if he comes in and gets a sign permit at some point Clancy would come up and inspect the sign to see whether it is compliant.

Ms. Hallsmith said the other thing that happens with certificates of compliance is you come back in, fill out an application and pay a fee.

Mr. Anderson said more important decisions should have a certificate of compliance but less important decisions he isn't sure about. If you are paying money for a property you don't want to buy a problem and get in and find a surprise. What is the most efficient way for you to comply to satisfy that? If he is the applicant applying for that he would much rather have you go out and look at the property today than to do a paper review and say it was in compliance three years ago.

Mr. DeSmet said it works well as it is now. We might want to look at ways to encourage people to get their certificate of compliance.

Mr. Anderson said his personal feeling is you don't do any more work than you have to. The language is odd.

National Endowment for the Arts – Our Town Grant:

The deadline is March 1st and the Council has approved it. They are working on finalizing the application. It is an easy narrative. Basically, what they are trying to do with the grant is to enhance some of the things they are doing with the zoning to look at areas where redevelopment could occur to encourage the creative economy like the River District but also to bring stakeholders together to come to some kind of community wide agreement about our image and primary functions. Because we are the State Capital and there are a lot of state employees and some big insurance companies people don't immediately think of Montpelier as a cultural center, but in fact the majority in number of institutions we have here are part of the creative economy. There is NECI and Vermont College of the Fine Arts. The creative economy has actually surpassed the manufacturing economy in the United States as the main employer with the number of employees engaged. The creative economy includes the arts as a key sector but they aren't the largest employment or economic sector. People who think things up for a living are a good way to look at what the creative economy is. If you look at the fine arts we have in town, there is a lot of them. If you look at all of the supportive commercial sector that either depends on the fine arts or supports the fine arts in some way, that is even a bigger section. Then, if you look at things like architecture, design and engineering that is even a bigger sector. Establishing our identity, getting the arts community organized around the fact that we are type of that city, they talk about doing cultural asset mapping and looking at how to foster more of the creative economy in our River District and other areas of town. It's a one-to-one match and not a huge grant but will be a good one and will complement the work we are doing on the zoning. This is a grant from the National Endowment for the Arts. It is very competitive but they are making the application.

Mr. Anderson said as a board member of Montpelier Alive some people approached him who have been active in the arts community and said they were interested in using something like this to try to promote the city as an arts center. He would summarize the goals as investing in the several four we have – the high school, the Pavilion Auditorium and the Union School – and then have coordinated ticketing and coordinated marketing. They wanted to include Barre as part of it as well.

Ms. Hallsmith said shared image and shared marketing is absolutely one of the things they want to do. That would be subject to stakeholder engagement. She thinks it is a good idea to have a common look and feel to Montpelier as a creative capital.

Mr. Cheney asked if she could give him an example of a town that meets this definition.

Ms. Hallsmith said Forbes Magazine just did a survey of the top ten cultural capitals in the country and they include number one New York City, Los Angeles, Chicago, Dallas and Houston. Providence also markets itself as a creative capital. Places under 40,000 we really need to distinguish ourselves. To distinguish ourselves against some of the larger cities we need to find a new twist. She was thinking about all of the effort they have put into becoming a sustainable state capital doing a green cultural capital might be a good mix because that is a little different on being creative and artistic.

Future Agenda Items:

The meeting for February 27th is cancelled. The City Council would like an update on the zoning at their first organizational meeting after the election in March. On March 12th they can discuss the sign ordinance, the two new gateways and the status report to be prepared for City Council and reports from each of the subcommittees.

Mr. Anderson said he and Gwen talked about adding to the enforcement and they could do another draft that would show what it would look like with expanded enforcement.

Adjournment:

Upon a motion duly made by Mr. Cheney and Mr. Bloch the Planning Commission adjourned.

Respectfully submitted,

Gwen Hallsmith, Director
Planning and Development

Transcribed by: Joan Clack