

LAND USE, PLANNING AND ZONING COMMITTEE

Minutes of the Meeting of January 7, 2021

This is the eighth LUPZC meeting conducted virtually via Zoom

Members Present

<u>✓</u>	Jean McCoubrey, Co-chair	<u>✓</u>	Larry McEwen
<u>✓</u>	Steve Gendler	<u>✓</u>	Ned Mitinger
<u>✓</u>	John Landis	<u>✓</u>	Andrew Moroz
<u>✓</u>	Joyce Lenhardt	<u>✓</u>	Bradley Wells, Co-chair
<u>✓</u>	Chris Linn		Kathi Clayton, Pres, CHCA (ex-officio)
		<u>✓</u>	Larry McEwen, VP Physical

Others Attending:

Patricia Cove, HDAC

Leah Silverstein, CH Conservancy

Lori Salgonicoff, CH Conservancy

Randy Williams, HDAC

Matt Millan, HDAC

Diane Fisk, *Inquirer/CH Local*

Graham Brent, Community member

Anne McNiff, Executive Director CHCA

Melissa Nash, recorder

The meeting was opened at 8:16 pm by Bradley Wells, co-chair. This meeting was conducted remotely using Zoom. There were no action items. The minutes were read. It was moved that the minutes be accepted with the noted typo corrections. The motion was seconded, and the minutes were approved.

New Members

•Presentation: John Landis's article for the *Local* was discussed; member profiles need to be clarified. J Landis will take another shot at the description of members. It was felt the requirement for aesthetic and design sense was too specific. LUPZC work needs to be discussed. The committee should be presented as good stewards of the community. The committee should be a balance of design professionals and related fields. There is a legal spot available. It was suggested that a civil rights attorney and a member with expertise in energy codes be considered. The revised article should be sent to Anne McNiff who will present it at the next Executive Committee. Member applicants should submit a resume to the committee.

Meeting Procedures Guide

•Discussion: The checklist for review includes both regular and preliminary situations. Jean McCoubrey has prepared the checklist and will resend it for comments. It was asked how far in advance members should receive documents for the meeting. Suggestions ranged from 2 business days to 2 weeks. The checklist should be made public. It was asked how the City impacts the timeline. The order of the presentation, checklist should include specific content/topics, hardship needs to be defined and tree protection should be added as a separate point. The Upper Northwest District Plan should be added to the summary. Preliminary presentations should be kept simple and look at the big picture. A statement should be added that a preliminary presentation does not replace any part of the regular

review. The document should be compared to and coordinated with the application for review. It was asked if a community agreement should be included. If so, where would it be included. It would apply to some but not all reviews. The result of a review should be a detailed letter with drawings sent to the ZBA, memorializing the project. It was asked if the ZBA approve the provisos and include in its decision. Joyce Lenhardt asked about making and approving motions, the order of the actions. The committee generally follows Roberts Rules of Orders.

Committee Business

- J Landis will send out a summary of comments from the last Planning Group meeting.
- 208 Rex Avenue was to be reviewed by the Historical Commission. This has been postponed.

Adjournment

- The meeting was adjourned at 9:14 PM.