

Monday, August 18, 2025
Online Meeting Via Zoom
6:30pm

Commissioner Discussion:

Chair Kamp questioned if the goal is high enough, particularly in higher density areas (~30%). He suggested that the goal of 40% canopy coverage in low-density zones puts a higher burden on homeowners than developers in higher density areas that would be coming in with a different funding mechanism. Why not push those areas a little bit further towards the progress that residents actually want to see?

Staff explained feasibility expectations with a higher goal. There are health benefits once a 30% canopy coverage is reached, and heat reduction benefits once a 40% canopy coverage is reached.

Commissioner Zook asked what mechanisms will be put in place to hold developers accountable to keep existing trees during development.

Staff answered that the project team is currently working interdepartmentally to devise mechanisms to ensure that what is on the plan is followed through.

Commissioner Schroeder commented that he was in concurrence with Chair Kamp in that 40% is an appropriate goal, although personally he would like to see it a bit higher as that's the beginning of when the heat defects begin to be negated. He suggested that 45% canopy coverage (City-wide) would be his preference. He would like the City to be a leader in demonstrating rich canopy coverage in parks and public spaces.

Vice-Chair Hartsock stated that he thinks that the project is going in overall the right direction, but is concerned with the reality of enforcement. It was stated in the (immediately preceding) Urban Forestry Subcommittee meeting by staff that there will likely not be adequate funding for enforcement after the fact. He also concurred with Commissioner Schroeder, that the City should lead the way in providing canopy coverage.

Commissioner Stevens commented that he feels the project is going in the right direction, but that he would also prefer to see the overall City canopy coverage goal at closer to 45%. He commended the project team for integrating trees into the infrastructure.

III. TYPE IV PUBLIC HEARING: DEVELOPMENT CODE PROCESS UPDATE PHASE II PART I (CPA-25-00333)

Chair Kamp reviewed the opening statement.

Order of Procedure

Application number CPA-25-00333 is a Comprehensive Plan Text Amendment to Volume 3, Development Code, of the Community Development Plan, that clarifies, increases specificity of language, and refines various land use standards. The proposed amendment includes editing street tree planning standards, revising certain design standards and adjusting maximum right-of-way width for two street classifications.

- No Commissioners wished to make any disclosure or abstain from participating or voting on this application.
- No Commissioners declared any contact with any person or party involved in the hearing, other than staff.
- No Commissioners wished to object to the jurisdiction of the Commission to hear on the subject matter.

Staff Presentation

Ashley Miller and Terra Wilcoxson presented the proposed changes included in the project. Proposed changes included (but were not limited to):

- Requiring a total number of required street trees per development site and increasing the street tree spacing to one tree per 35 feet of frontage.
- An increase in the maximum right-of-way width to allow space for 10-foot planter strips which would lessen the need for concrete rain gardens.
- A tiered fee-in-lieu structure compared to existing \$696 fee-in-lieu and prohibiting street tree spacing beyond 50 feet.
- An addition of a 10% transparency side wall articulation.
- Garages projecting eight feet in front of the front façade to be allowed if there is a covered entry porch flush with or in front of the garage.
- Codifying current policy on rear roof height limit.
- Clarifying orientation options when more than one residential building is on one lot.
- Section 9.0870 Off Street Parking and Driveways for Single Detached Dwellings shall also be applied to duplexes, triplexes, and quadplexes.

Staff noted that the proposal is in compliance with all applicable regulations. If adopted by Council, the code amendments would be effective November 20, 2025.

Staff Recommendation

Staff recommended approval of file number CPA-25-00333, adopting the proposed Comprehensive Plan Text Amendments contained in Exhibit A to the City Council based on the findings, conclusions, and recommendations in the August 8, 2025, Staff Report.

Public Comments

There were no public comments made at this hearing and no written comments received prior to the hearing.

Commissioner Discussion

Vice-Chair Hartsock raised concern for developer understanding due to timing with changes related to street tree regulations this close to the Tree Code Update.

Commissioner Walker asked how the new fees replacing fee-in-lieu were decided upon.

Staff responded that they tried to calibrate fees that would deter developers from just paying to omit trees in comparison to the current fee. Comparison of other cities' fee structures was not considered.

Chair Kamp voiced that coming off the heels of the Tree Code Work Session, the proposed amendments for street tree requirements don't align with the tree canopy goals of that project.

Motion

The Commission closed the hearing.

Vice-Chair Hartsock motioned that the Planning Commission recommend to City Council the approval of CPA-25-00333 adopting the proposed Comprehensive Plan text amendments contained in Exhibit A based on the findings, conclusions, and recommendations in the August 8, 2025, Staff Report.

Commissioner Stevens seconded the motion.

There was no discussion on the motion.

Commissioner Anderson	Aye
Commissioner Hartsock	Aye
Commissioner Kamp	Aye
Commissioner Schroeder	Aye
Commissioner Stevens	Aye
Commissioner Walker	Aye
Commissioner Zook	Aye

The motion passed unanimously, 7-0.

IV. Other Commission Business

Minutes Review: The Planning Commission voted to unanimously approve the minutes from July 14th, 2025, as they were presented.

Staff Check-In: The next meeting is scheduled for September 8th. Terra Wilcoxson gave an update on the Veranda Development as a follow up to Councilor Hinton's request from the previous meeting.

Council Liaison Check-In: City Council had been on summer break. Councilor Hinton did not have any pertinent updates for this meeting.

Subcommittee Liaison Check-In:

The Urban Forestry Subcommittee convened immediately preceding this meeting and were presented with the same Tree Code Policy Development Work Session. Commissioner Schroeder suggested that the subcommittee was overall in agreement with the direction the project is going, although they feel that the tree canopy goal that was presented may be difficult to realistically achieve.

Commissioner Round-Robin: Commissioner Walker spoke of concerns with a recent proposal for a homeless shelter at the former Days Inn & Suites (24124 SE Stark Street). He commented that in combination with the County's plans for Cook Plaza, this is not the type of development he feels the community desires. Councilor Hinton concurred that this would be of concern but would need to learn more about the proposal and would report back on the topic at the next meeting. Ashley Miller added that Councilor Keithley is to hold a listening session on August 21st concerning the future of Cook plaza.

IV. Adjourn

The meeting adjourned at 7:58pm.

Chairperson

Recording Assistant

Date

Date

A full recording of this meeting is available upon request.

**These meeting minutes were unanimously approved by the Planning Commission on September 22, 2025.*