



## Legislation Details (With Text)

**File #:** 19-384      **Version:** 1      **Name:**  
**Type:** Study Session Item      **Status:** Agenda Ready  
**File created:** 10/18/2019      **In control:** Planning Commission  
**On agenda:** 11/5/2019      **Final action:** 11/5/2019  
**Title:** Continued Discussion of Upcoming Planning Commission Annual Update to Town Council  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
11/5/2019	1	Planning Commission	No Reportable Action	

**TO:** Chair and Planning Commission

**FROM:** Dawn-Marie Buckland, Deputy Town Manager  
Jeremy Knapp, Community Development Director  
Paul Michaud, Senior Planner

**DATE:** November 5, 2019

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**AGENDA TITLE:**  
Continued Discussion of Upcoming Planning Commission Annual Update to Town Council

### BACKGROUND

Over the last several years, the Planning Commission and other Council-appointed boards provide annual updates to the Town Council. The Planning Commission update is given by the Chairperson of the Planning Commission or designee. This update reviews the role and mission of the Planning Commission, identifies its members, provides a brief review of accomplishments for the year and is an opportunity for the Planning Commission to bring up any needs and/or concerns to the Town Council.

The Planning Commission update to the Town Council is set for the December 5, 2019 Town Council meeting. In advance of this update, the Mayor has asked that the Planning Commission discuss needs and/or concerns at a work session(s) prior to the Town Council update that the Chairperson can present. The Planning Commission discussed this update at the last work session meeting on October 15, 2019. Mayor Bien-Willner, Vice Mayor Moore, and Council Member Dembow were present. The summary from that meeting is noted below:

- Consideration of possible Town/Code Zoning Ordinance text changes

- Modifications to development standards or creation of a different zoning category on undersized R-43 lots and/or non-R-43 residentially-zoned lots
  - Modification of the Hillside Committee membership and/or Commission rotation
- Update Planning Commission rules and procedures
- Revisit noticing policy, in particular to earlier noticing and the notice radius
- Acknowledgment that the Statement of Direction process is going well
- A request that the Town Council forward the agenda to the Planning Commission in advance of the Town Council Development retreat when it is available.

The Planning Commission will want to continue this discussion and come up with an agreed upon list of needs, concerns, and/or comments to include in the presentation for the Planning Commission update to Town Council.