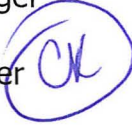




## Memorandum

Date: April 27, 2010

To: Chris Jordan, City Manager

From: Chris Kerr, Senior Planner 

Subject: City Council Resolution granting Planning Commission authorization to appoint a subcommittee to assist with residential infill code amendments (CDC-10-02)

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### **Purpose**

To request that the City Council adopt a Resolution granting the Planning Commission the authority to appoint an ad hoc subcommittee to assist the Commission in the preparation of code amendments related residential infill development.

### **Background**

Staff is working with the Planning Commission to prepare draft code amendments. The purpose of this project is to facilitate more appropriate and desirable residential infill development in the city by modifying the PUD Chapter, as well as other Code sections as necessary, coordinating applicable regulations, removing obsolete and ineffective provisions, and clarifying confusing and contradictory language. While outlining the overall work program for this project, both Staff and the Commission determined that it would be advantageous to utilize a subcommittee to assist with the preparation of these amendments. Such a subcommittee would enable the Planning Commission to benefit from the relevant expertise and perspective while drafting the code amendments. The Planning Commission has successfully used ad hoc subcommittees for similar purposes in the past and would like to appoint one for this project as well. The Municipal Code specifically requires advisory boards to receive approval by the City Council prior to establishing subcommittees.

### **Discussion**

The proposed Task Force will consist of a total of seven (7) members, including; two (2) current or former Planning Commissioners, two (2) current or former

neighborhood association officers, two (2) members actively employed in the real estate or development industry and one (1) citizen at-large. The Task Force will be lead by the Chris Kerr, Senior Planner, and is expected to meet approximately 10-12 times over an estimated eight month period.

**Options**

- A. Approve Resolution 2010-19 authorizing the Planning Commission to appoint an ad hoc subcommittee for the residential infill project.
- B. Do not approve the proposed Resolution.
- C. Modify and approve the proposed Resolution.

**Recommendation**

Staff recommends Option "A".