



Plan Commission

6801 Delmar Boulevard, University City, Missouri 63130 • 314-505-8500 • Fax: 314-862-3168

AGENDA

PLAN COMMISSION MEETING

Wednesday, February 28, 2024 at 5:00 pm

Location: via Videoconference*

**For virtual meeting details, see next page.*

- 1. Roll Call**
- 2. Approval of Minutes**
 - a. December 6, 2023
 - b. December 27, 2023
 - c. January 24, 2024
- 3. Public Comments** – (Limited to 3 minutes for individual’s comments, 5 minutes for representatives of groups or organizations.)
- 4. Old Business**
- 5. New Business**
 - a. Comprehensive Plan Implementation Strategies
- 6. Other Business**
- 7. Reports**
 - a. Council Liaison Report
 - b. Housing & Third Ward Revitalization Task Force Report
 - c. Comprehensive Plan Committee
 - d. Code Review Committee
 - e. Staff Updates
- 8. Adjournment**



Plan Commission

6801 Delmar Boulevard •University City, Missouri 63130 •314-505-8500 •Fax: 314-862-3168

VIRTUAL MEETING DETAILS

PLAN COMMISSION MEETING

Wednesday, February 28, 2024 at 5:00 pm

Location: via Videoconference*

**For virtual meeting details, see below.*

Observe and/or Listen to the Meeting (your options to join the meeting are below):

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81065403876?pwd=NWhieWtBcm8vNkpUOWITVIRFY1pLQT09>

Passcode: 582588

Or One tap mobile:

+13017158592,,81065403876#,,,,*582588# US (Washington DC)

+13052241968,,81065403876#,,,,*582588# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 301 715 8592 US (Washington DC)

+1 669 900 6833 US (San Jose)

+1 305 224 1968 US

+1 689 278 1000 US

+1 309 205 3325 US

+1 719 359 4580 US

+1 312 626 6799 US (Chicago)

+1 253 205 0468 US

+1 646 931 3860 US

+1 253 215 8782 US (Tacoma)

+1 929 205 6099 US (New York)

+1 346 248 7799 US (Houston)

+1 507 473 4847 US

+1 360 209 5623 US

+1 564 217 2000 US

+1 386 347 5053 US

+1 669 444 9171 US

Webinar ID: 810 6540 3876

Passcode: 582588

International numbers available: <https://us02web.zoom.us/j/81065403876?pwd=NWhieWtBcm8vNkpUOWITVIRFY1pLQT09>

Citizen Participation

Comments may be sent via email to: jwagner@ucitymo.org or mailed to the City Hall – 6801 Delmar Blvd. – Attention John L. Wagner, Director of Planning and Development. Such comments will be provided to the Plan Commission prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting. Please note, when submitting your comments or invites, a **name and address must be provided**. Please also note if your comment is on an agenda or nonagenda item, and a name and address are not provided, the provided comment will not be recorded in the official record.



Department of Planning and Development

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8500, Fax: (314) 862-3168

MEETING MINUTES (DRAFT)

PLAN COMMISSION

Location: City Hall, 5th Floor Council Chambers (6801 Delmar Blvd) and via Videoconference (Zoom)
Wednesday, December 6, 2023 at 6:30pm

The Plan Commission held its regular session on Wednesday, December 6, 2023 at City Hall in the 5th Floor Council Chambers and via Zoom. The meeting commenced at 6:30 pm and concluded at 9:28 pm.

Call to Order – (6:30 pm) Chairwoman Holly called the meeting to order.

1. Roll Call

Present

Al Fleischer

Ellen Hartz

Margaret Holly

Patricia McQueen

Mark Harvey (via Zoom)

Charles Gascon

Jeff Hales (Council Liaison)

Absent

Tori Gonzalez

Staff Present

John Wagner, Director of Planning & Development

Mary Kennedy, Planner

John Mulligan, City Attorney

2. Approval of Minutes

- a. October 25, 2023 – Unanimously approved with no corrections

3. Public Comments – none

4. Old Business

a. **TXT-23-04 (Revised)**

Applicant: Subtext Acquisitions, LLC

Request: Text Amendment to sections 400.760, 400.780, 400.1190, **400.2130 (revised)** of the zoning code

VOTE REQUIRED

Ms. Kennedy presented the staff reports for both TXT-23-04 and REZ-23-02 and described the changes that have been made since the October 25, 2023 Plan Commission meeting. She described how the viability of the Preliminary Development Plan associated with REZ-23-02 and the previously recommended text amendment related to off-street parking regulations in 400.2130, had become problematic. Therefore, staff worked with the applicant to revise the plan and text amendment so that parking reductions would be limited to provisions that currently exist in the code. The text amendment was revised to allow parking reductions to be granted through the Planned Development procedure, whereas the current code only allows the parking reductions through the Conditional Use Permit procedure.

Commissioner _____ motioned to recommend to City Council the revised TXT-23-04 as presented in the staff report and attachments. Discussion related to both TXT-23-04 and the Preliminary Development Plan for REZ-23-02 ensued:

- Commissioner McQueen asked how many spaces in Municipal Parking Lot #4 have been leased from the City to applicants to meet parking requirements. Dr. Wagner responded that he does not have an exact accounting of this number on hand, but that he could gather that information.
- Commissioner Hartz stated that not allowing this project to proceed due to parking requirements would be tragic for the City.
- Commissioner Gascon stated that he will be voting against the revised text amendment and preliminary development plan because he believes the original plan, which was recommended by the Plan Commission at the October 25 meeting, was a better plan.

The motion failed with 2 ayes and 3 nays. Chair Holly did not vote.

After additional discussion of item 4b below (REZ-23-02 Preliminary Development Plan (Revised)), Commissioner Hartz motioned to reconsider the revised TXT-23-04. The motion passed with 6 ayes and 0 nays.

Commissioner Gascon motioned to recommend to City Council the proposed text amendments to sections 400.760, 400.780, and 400.1190 of the zoning code (a portion of TXT-23-04). The motion passed with 6 ayes and 0 nays.

Commissioner Fleischer motioned to recommend to City Council the proposed text amendment to section 400.2130 (a portion of TXT-23-04).

Additional discussion was had and clarification was provided on the procedural change proposed in 400.2130. Staff also clarified that if the revised TXT-23-04 is approved, the applicant would be required to provide a minimum of 461 parking spaces to accommodate the 329 dwelling units and the retail/restaurant spaces currently proposed. TXT-23-04 would also allow the City to reduce the required parking to 461 spaces through the Planned Development procedure rather than the applicant having to also obtain a Conditional Use Permit.

Commissioner Gascon motioned to amend the revised TXT-23-04 to read:

400.2130(G). Exception For Planned Developments. With the recommendation of the Plan Commission and approval by the City Council, and based on evidence including, but not limited to, industry data or other sufficient evidence and analysis of parking demands for the specific uses, there may be modifications to the off-street parking requirements through the Planned Development (PD) procedure. Exceptions in this Section authorized under the conditional use procedure may be authorized for planned developments under the planned development procedure in Article IV, Division 11 of this Chapter, and the same exception standards shall apply under either procedure and may be adjusted by the City Council to the same extent allowed under Section 400.2700.D.2 for conditional uses.

The motion to amend the revised TXT-23-04 passed with 6 ayes and 0 nays.

Mr. Mulligan stated that this proposed revision would limit the parking reductions to the extents currently allowed in the code; it would not increase flexibility in parking requirements.

Commissioner Gascon motioned to strike the above revised TXT-23-04 and replace it with the language that was recommended by the Plan Commission on October 25, 2023. The motion passed with 6 ayes and 0 nays.

- b. **REZ-23-02 Preliminary Development Plan (Revised)**
Applicant: Subtext Acquisitions, LLC

Request: Consider recommendation of a revised Preliminary Development Plan related to REZ-23-02

Location: 6630-6654 Delmar Boulevard

VOTE REQUIRED

Ms. Kennedy gave a brief overview of the staff report and explained that under the zoning code as currently written, the shared parking exception in the code cannot apply to secured residential parking restricted to residents. Therefore, the shared parking exception can only be used for the commercial spaces and residential visitor parking which are unsecured and can be shared freely.

Mr. Mulligan added that the revised text amendment to 400.2130 (part of TXT-23-04) now contains a provision that parking exceptions can be obtained through the Planned Development procedure. If the Plan Commission and City Council do not approve this text amendment, the applicant would need to come back to the Plan Commission and City Council to obtain a Conditional Use Permit for the parking exceptions.

Commissioner Gascon asked what happened with their previous recommendations from the October 25, 2023 meeting. Mr. Mulligan responded that an open-ended parking exception in 400.2130, which was previously recommended in TXT-23-04, was potentially concerning to the City Manager.

Commissioner Gascon asked how residents would be guaranteed a parking space if all spaces in the development are shared and there aren't spaces set aside and secured for residents only. Ms. Kennedy explained that if the applicants want secured parking for residents, they must provide more spaces to reflect that they cannot obtain the shared parking exception. With all spaces shared among all uses, a total of 461 parking spaces would be required. If residential spaces are secured and reserved only for residents, the applicants would need to provide a total of 498 parking spaces.

Commissioner Fleischer motioned to recommend to City Council approval of the revised Preliminary Development Plan for REZ-23-02 with conditions #1 and #2 in the staff report.

Commissioner Gascon stated that he liked that the previously recommended plan better.

Commissioner Gascon asked why action on the revised Preliminary Development Plan for REZ-23-02 is necessary if the Commission prefers the plan that it recommended on October 25, 2023. Commissioner Harvey stated that would mean effectively a "no-vote" on the revised plan before them this evening, and a re-affirmation of their recommendation to approve the plan that was presented at the October 25, 2023 meeting.

No action was taken on the revised Preliminary Development Plan for REZ-23-02.

5. New Business

a. CUP-23-07

Applicant: Hatchet House, LLC (dba Hatchet Haus Axe Throwing)

Request: Conditional Use Permit (CUP) to allow for an indoor amusement center in the "CC" Core Commercial District

Location: 6662 Delmar Boulevard, Suite C

PUBLIC HEARING, VOTE REQUIRED

Chair Holly read the review criteria for Conditional Use Permits. Ms. Kennedy presented the staff report.

Chair Holly opened the public hearing. No comments were made. The public hearing was closed.

Commissioner Gascon asked about the difference between parking requirements for restaurants/bars and why those parking ratios weren't used for this CUP. Dr. Wagner explained that because the axe throwing is the primary activity, "indoor amusement center" is the appropriate use classification.

Chair Holly read the staff recommendation with the conditions stated in the staff report.

Commissioner Hartz moved to recommend to City Council approval of CUP-23-07 with the conditions in the staff report. The motion passed with 6 ayes and 0 nays.

b. **CUP-23-08**

Applicant: Civil Engineering Design Consultants, Inc. (attn. Paul Boyer, P.E.)

Request: Conditional Use Permit (CUP) to allow for a day care center in the "IC" Industrial Commercial District

Location: 6779-6773, 6771, 6767 Olive Boulevard

PUBLIC HEARING, VOTE REQUIRED

Ms. Kennedy presented the staff report.

Paul Boyer (applicant's engineer) introduced himself and the Urban Sprouts owners and staff, and provided additional details about the proposed project. Hours of operation for the daycare will be 7:30 am – 5:30 pm, and occasional special events may extend until 9 pm. The café will be open 7:30 am – 8:30 pm.

Chair Holly opened the public hearing at 8:26 pm.

James Crowe (6764 Chamberlain Avenue) stated that he lives right across the alley from the day care center. Mr. Crowe stated there have been traffic issues in the alley during drop-off and pick-up. Parents block the alley while taking their children into the building.

Bwayne Smotherson (1243 Purdue Avenue) stated that as a current Ward 3 Council Member, he will work with the neighboring residents to address the traffic problems resulting from the day care center. He also stated his enthusiastic support for the proposed CUP.

Ellicia Lanier (6757 Olive), founder and owner of Urban Sprouts, stated that they will work with the parents to change drop-off and pick-up traffic flow so that the alley will not be obstructed. She stated that there is an immense need for the expanded day care center; they currently have a waiting list of 405 children.

Chair Holly closed the public hearing at 8:33 pm.

Commissioner Harvey asked whether there are parking spaces on Olive or if there was the ability to provide more parking spaces on-site. Mr. Smotherson responded that no, there is no parking allowed on Olive or on Ferguson Avenue. Ms. Lanier stated that with the proposed redesign, they are maximizing the number of parking spaces that can be fit on-site.

Commissioner Harvey asked if the design can be reconfigured to avoid people using the alley for drop-off. Ms. Lanier explained that drop-off is not supposed to be occurring in the alley, but only in their parking lot which is accessed from Olive.

Commissioners asked additional questions about the existing traffic flow, where parking is allowed, and possible modifications to the site plan that could mitigate parking/drop-off conflicts. The applicants responded to those questions.

Commissioner Gascon suggested restricting the parking spaces in the alley to employees only so that parents would attempt to use the alley. The applicants were open to this suggestion.

Council Member Jeff Hales (Council Liaison) asked how many families are currently served. Ms. Lanier estimated maybe 70 families (some families have just one child enrolled; some

families have 2-4 children enrolled). Mr. Hales suggested that the proposed CUP also be presented to the Traffic Commission for their advice and recommendations.

Commissioner McQueen stated her support for the proposed CUP and thinks it will be a beneficial development for this part of the community. She agreed with the suggestion to have the CUP presented to Traffic Commission.

Commissioner Harvey motioned to recommend to City Council approval of CUP-23-08 with the conditions in the staff report, plus a condition that the CUP be reviewed by the Traffic Commission prior to being presented to City Council.

Commissioner Gascon motioned to amend the motion to add a condition that parking spaces along the alley be restricted for staff only. Additional discussion was had about whether the alley is private or public. Staff and the applicants will explore who owns the alley. Commissioner Gascon's motion to amend the motion passed with 4 ayes and 2 nays.

The amended motion passed with 6 ayes and 0 nays.

c. **SUB-23-03**

Applicant: Civil Engineering Design Consultants, Inc. (attn. Paul Boyer, P.E.)

Request: Major Subdivision – Lot Consolidation

Location: 6779-6773, 6771, 6767 Olive Boulevard

VOTE REQUIRED

Dr. Wagner presented the staff report and explained that the applicants would like to consolidate the four parcels at the addresses listed above into one parcel.

Commissioner Gascon motioned to recommend to City Council approval of the lot consolidation. The motion passed with 6 ayes and 0 nays.

d. **TXT-23-05**

Applicant: City of University City

Request: Approval of Text Amendment to amend Section 400.1260 of the zoning code related to fence materials

VOTE REQUIRED

Dr. Wagner presented the staff report.

Commissioner Gascon asked whether adding a provision to this amendment to require that the finished side of a fence face outward (towards neighbors). However, there was not specific language drafted for the subject amendment, so it was decided that that change could be proposed at a later date as a separate text amendment petition.

Commissioner Gascon motioned to recommend to City Council approval of TXT-23-05. The motion passed with 6 ayes and 0 nays.

6. Other Business

- a. Chair Holly reminded the Plan Commission that they will elect officers at the January 2024 Plan Commission meeting.
- b. Commissioners discussed expected changes to the comprehensive plan which will be discussed at the Monday, December 11 City Council meeting.
- c. 2024 Plan Commission Meeting Dates. The Commission approved the meeting dates included in the agenda, and they decided to keep the April 2024 meeting on April 24, rather than reschedule it to April 17.

7. Reports

- a. Code Review Committee – No updates
 - b. Comprehensive Plan Committee – Commissioner Gascon stated that he supports Council Member Fuller’s proposed changes to the comp plan related to implementation and metrics.
 - c. Council Liaison Report – Council Member Hales shared that First Watch will be opening on Olive on December 18. He also wished the Plan Commissioners happy holidays.
 - d. Housing & Third Ward Revitalization Task Force – Commissioner McQueen reported that the Task Force voted on the approval of the summary of understanding with the condition that the surveys be kept open until the end of 2023. The Task Force concluded the first phase of the planning process and will now be moving into the second phase of the process. Finally, she reported that the Task Force was able to get a higher response rate from Ward 3 residents for their plan than for the comprehensive plan.
- 8. Adjournment** – The meeting was adjourned at 9:28 pm.

DRAFT



Department of Planning and Development

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8500, Fax: (314) 862-3168

MEETING MINUTES (DRAFT)

PLAN COMMISSION

Location: via Videoconference (Zoom)
Wednesday, December 27, 2023 at 3:00 pm

The Plan Commission held a special meeting on Wednesday, December 27, 2023 via Videoconference (Zoom). The meeting commenced at 3:00 pm and concluded at 3:50 pm.

Call to Order – (3:00 pm) Chairwoman Holly called the meeting to order.

1. Roll Call

Present

Al Fleischer Jr.
Ellen Hartz
Margaret Holly
Patricia McQueen
Tori Gonzalez
Charles Gascon
Jeff Hales (Council Liaison)

Absent

Mark Harvey

Staff Present

John Wagner, Director of Planning & Development
Mary Kennedy, Planner
John Mulligan, City Attorney

2. Approval of Minutes – None

3. Public Comments – None

4. Old Business

a. Comprehensive Plan Revisions

Ms. Kennedy presented the proposed revisions that were include in the packet. These revisions were the result of feedback from the City Council and City Manager, as well as a correction to traffic crash data that staff identified after the presentation to the City Council on December 11, 2023.

Chair Holly asked whether the northeast and southwest corners at Olive and Midland are identified as “Community Corridor” on the Future Character & Land Use Map. Commissioner Gascon confirmed that yes, they are designated as “Community Corridor”.

Commissioner McQueen expressed concern about the proposed revision in Item #1 – Related to Source of Income Discrimination Ordinance. In her research, she found that this type of policy has been approved in Clayton, Webster Groves, and the City of St. Louis, and thinks that University City should still consider adopting a source of income discrimination ordinance.

Mr. Mulligan gave a brief overview of what a source of income discrimination ordinance is.

Commissioner Gonzalez asked what Council Member McMahon’s concern was with the policy. Chair Holly explained that in 2016, there was some opposition to the proposed policy from some private landlords. Council Member Jeff Hales responded with some additional background information.

Commissioner Gonzalez suggested alternative language, such as “Assess the need for a source of income discrimination ordinance.”

Mr. Mulligan asked which dates the source of income discrimination ordinance was previously discussed by the City Council. Commissioner McQueen shared those dates (October 24, 2016; November 14, 2016; and December 12, 2016).

Commissioner Gonzalez was concerned that the policy idea may be forgotten if not included in the plan, but also wanted to avoid derailing the entire plan. Commissioner Fleischer shared this concern about the policy idea being forgotten (“out of sight, out of mind”).

Mr. Hales asked how “income” is defined. Mr. Mulligan responded with an example definition and explained that this type of ordinance would add “income” to a list of classes which are legally protected from housing discrimination. The other protected classes, which are unlawful to discriminate against for housing, include race, color, religion, national origin, ancestry, sex, sexual orientation, disability and familial status.

Commissioner Gascon motioned to keep the action item in the plan and to revise the language to read, “Considering a source of income discrimination ordinance.”

Commissioner McQueen emphasized why she thinks this policy is important: it would protect renters from socioeconomic class-based housing discrimination.

The motion was approved with 6 ayes and 0 nays.

Commissioner Gascon motioned to accept Items #2, #3, and #4 as presented in the packet. The motion passed with 6 ayes and 0 nays.

Commissioner Gonzalez motioned to accept Items #5 and #6 as presented in the packet. Commissioner Gascon wanted to share that the properties in question were identified as highly flood prone, so flood mitigation design will be very important for any development that may occur there. Despite this concern, he was comfortable with the map change.

The motion passed with 6 ayes and 0 nays.

The revisions accepted and modified will be presented to the January 8, 2024 City Council meeting. Commissioner Gascon requested that the staff report for that meeting include references to the ordinances adopted by Clayton, Webster, and the City of St. Louis.

5. New Business – None

6. Other Business

Commissioner Gonzalez shared that will be in California from January through March but will be able to join Plan Commission meetings via Zoom.

7. Reports

a. Council Liaison Report – Mr. Hales reported that Subtext (applicants for the proposed redevelopment of 6630-6654 Delmar) wrote a letter to the City Manager and City Council stating that they will comply with the current parking requirements in the code, rather than pursue further reductions via a text amendment, so that they can continue moving their project forward.

b. Housing & Third Ward Revitalization Task Force – None

8. Adjournment – The meeting was adjourned at 3:50 pm.



MEETING MINUTES (DRAFT)

PLAN COMMISSION

Location: via Videoconference (Zoom)
Wednesday, January 24, 2024 at 6:30pm

The Plan Commission held its regular session on Wednesday, January 24, 2024 via Videoconference (Zoom). The meeting commenced at 6:32 pm and adjourned at 7:30 pm.

Call to Order – (6:32 pm) Chairwoman Holly called the meeting to order.

1. Roll Call

Present

Al Fleischer Jr.
Charles Gascon (excused at 7:07 pm)
Mark Harvey
Ellen Hartz
Margaret Holly
Patricia McQueen
Tori Gonzalez
Jeff Hales (Council Liaison)

Staff Present

Mary Kennedy, Planner
John Wagner, Director of Planning &
Development
John Mulligan, City Attorney

2. Approval of Minutes – None

3. Public Comments – None

4. Old Business

- a. Comprehensive Plan – Revised adoption resolution
VOTE REQUIRED

Ms. Kennedy presented the revised resolution, which reflects that changes to the comprehensive plan were recommended by the Plan Commission on December 27, 2023, and thereafter approved by the City Council on January 8, 2024.

Commissioner Gascon motioned to approve the motion. The motion passed with 6 ayes and 0 nays.

5. New Business

- a. Election of 2024 Plan Commission Officers
VOTE REQUIRED

Commissioner McQueen nominated Charles Gascon for vice chair.

Commissioner Gascon nominated Margaret Holly for chair.

Commissioner Hartz requested that her name be removed as first alternate.

Commissioner Gascon nominated Patricia McQueen for first alternate.

Commissioner Gonzalez motioned to approve the above slate. The motion passed with 6 ayes and 0 nays.

b. Working Session

Applicant: Subtext, LLC

Request: Working session to obtain feedback on a forthcoming Final Development Plan for the mixed-use development in the Delmar Loop known as LOCAL U City

Address: 6630-6654 Delmar Boulevard

NO VOTE REQUIRED

Ms. Kennedy introduced the working session by describing that the proposed development has been revised since the Plan Commission last saw the Preliminary Development Plan in October and December 2023. The applicants plan to submit for Final Development Plan in March 2024, and would like the opportunity to get feedback prior to their formal application.

Ryan Bumb (Subtext Acquisitions, LLC) and Laura Eder (ESG Architects, applicant's architect) presented the changes. The building has been reduced from 7 stories to 5 stories; the number of dwelling units has been reduced from 329 dwelling units to 260 dwelling units; and the number of parking spaces provided has been increased to reflect the current zoning code requirements without the text amendment that had been previously proposed in tandem with the development.

Commissioner McQueen asked about changes to the townhouse layouts, specifically the layouts and stoops. She was concerned about privacy and visibility into units. She also asked if the number of balconies was reduced. Ms. Eder explained that the townhouse stoops have changed because of the change in construction type from concrete to wood frame. The number of balconies have only slightly reduced, from 14 stacks to 12 stacks, but there are now more units that have patio space. They will also be able to provide the same landscaping as was originally shown in the renderings presented at the October 2023 meeting.

Commissioner Gascon asked if the unit layouts are the same and if parking would be the only portion below grade. He also expressed concern about the sidewalk width—it is nice to have enough width for people to walk side-by-side. Ms. Eder confirmed that the unit layouts will be the same and that there will also be stormwater detention facilities underground.

Commissioner Gonzalez asked if they expect higher rents due to the reduced unit count. Mr. Bumb explained that the rents will actually be less than or equal to the original design, thanks to the change in construction type, which improves the economics of the project.

Commissioner Fleischer asked what is proposed for Level 6. Ms. Eder explained that this is the "roof" level, and there will be resident amenity spaces on the roof of the parking garage.

Commissioner Hartz asked how the secured parking for residents vs. unsecured parking for restaurant/retail will work. Ms. Eder showed on the plans where there will be a gate to separate the secured vs unsecured spaces.

Commissioner Harvey emphasized the importance of the corner restaurant and patio, because it has the potential to be an important community node.

Commissioner Gonzalez said she likes the redesign and thinks the applicants did a great job.

Commissioner Hartz said she thinks the blank concrete wall facing Leland could be a mural opportunity.

6. Other Business – none

7. Reports:

- a Council Liaison Report – Council Member Jeff Hales reported that the Council is looking for citizens to fill open positions on various boards and commissions. He also commented on the recent news story about the Trinity/Annex renovation being called a “vanity project.” Mr. Hales wasn’t sure what the impetus for the news story was, but he wanted to clearly state that the project is about getting historic buildings that desperately need rehabilitation back into public use and to improve functionality particularly for the police department and council chambers.
- b Staff Update – Dr. Wagner shared that the Department of Planning & Development is working to finalize a decision on new permitting and licensing software. They are also finalizing a decision on a candidate for the Planner position and the Lead Inspector position.

Ms. Kennedy shared that she will coordinate signing the comprehensive plan resolution and have it added to the final document. Once that is done, Planning NEXT will order 25 printed copies of the plan. They will also promote the approved plan online, on social media, and in the City’s newsletters. Commissioner Hartz suggested also promoting the plan among local media organizations.

- c Housing & Third Ward Revitalization Task Force Report – Commissioner McQueen reported there was no Task Force meeting in January, and that the consultants are planning a community engagement event to be held by the end of this quarter.

8. Adjournment – The meeting was adjourned at 7:30 pm.