

Neighborhood Advisory Committee
Introductory Meeting
Wednesday, May 24 @ 7:00 PM

SUMMARY MINUTES

I. Introductions

II. Update from introductory meetings

- *Followed up on inquiry about Hearings Board meeting times and length of Mayor and Commission sessions. Hearings Board time not set by ordinance but established as policy by Board and Commission. Recommendations to district representatives and public comment opportunities before the Mayor & Commission are currently the most direct avenues for addressing changes to policies regarding public hearing times and meeting duration. NAC report on NNI could include recommendation regarding public hearing time and duration.*
- *Other suggestions:*
 - ♦ *Post NAC meeting dates, NAC representatives and e-mail contact online*
 - ♦ *Convey NAC membership and responsibilities to media like ABH and Flagpole that may follow up with NNI articles.*
 - ♦ *Workshop and/or FAQ topics to address include explanation of legal notice requirements and time spans, explanation of planning processes and types of applications, defining planning concepts in layman's terms*

III. Potential Neighborhood educational seminars

A. Comprehensive Planning

B. Zoning & Taxation

C. Other Suggestions

- *General regulations pertaining to developments—i.e. erosion control, required buffers, etc. & “What to do if you see a violation...Who to call...”*
- *Planning and Zoning 101: Processes & Concepts*
- *Public Hearings: Legal posting requirements and public comment rules*
- *Home Improvement Seminar: What work requires a Permit?*

IV. NNI Email Notifications – Issues and Opportunities

- *Change *Zoning* to *Current Zoning* to clarify request*
- *Provide link to Municode site for those who want to further study details of the zoning requested*
- *With link to online agenda, indicate site plans are “Coming Soon” until they are posted*

- *At bottom of e-mail notifications, ask for formatting or content suggestions to improve future notices*

V. NNI Website – Issues and Opportunities (15 min.)

A. Resources

1. Examples of Neighborhood Planning Programs
Links to be included on website to other examples of good programs in other cities
2. “Planning and Zoning 101” – Explanation of terms of processes
Handout included in NAC meeting packet: Draft of Planning and Zoning 101
3. Neighborhood Link website (*www.neighborhoodlink.com*)
NAC members to review the site to determine if may be a useful resource for individual neighborhood groups and/or a useful resource for overall ACC neighborhood planning initiative
4. Coalition Building and Neighborhood Organizing links
Handout included in NAC meeting packet: A Guide for Starting a Successful Neighborhood Association

B. Refined Listserv interest areas

Currently individuals may sign up for geographic interest areas but not planning area interests. Add option to refine e-mail notices to only certain types of applications, i.e. only Historic Commission agenda items or only Planning Commission agenda items.

C. Registered neighborhoods page

Include a page on Planning Department site for links to web sites of registered neighborhood

D. NAC page

As noted above under Item II, web site update to include NAC membership, e-mail contact, description of responsibilities, and meeting dates

E. Other suggestions

Need better ways to convey planning process (i.e. diagrams of development procedures, clear timetables, calendars)

VI. NNI Participation

A. Registered neighborhoods status

Handout included in NAC meeting packet: Chart of registered neighborhoods and those in process of registration

B. Interest overlay areas – existing and proposed

Quick overview of existing overlays, process for creating new overlays, and effective difference between overlay listservs and NNI neighborhood listservs

C. Outreach strategies

D. Other suggestions

Discussed set up of NNI that requires neighborhood registration as opposed to county-wide establishment of boundaries. Disadvantages of current process include

greater participation challenges for areas of county without active neighborhood organization and possible alienation of individuals who do not support their neighborhood organizations but want to participate in ACC neighborhood planning efforts. Advantages are that initiative is citizen-driven process, not top-down. NAC to continue to evaluate this approach's disadvantages and advantages and incorporate findings or suggestions into NAC report.

VII. Miscellaneous issues or announcements from committee (5 min.)

- *Legal Notice Signage – Topic to be discussed as item on next agenda. Content and design recommendations to optimize public awareness.*
- *Question about how to pursue neighborhood-scale conservation zoning overlay.*

VIII. Adjournment