

DRAFT Minutes
Neighborhood Advisory Commission
September 4, 2024



Minutes of the Neighborhood Advisory Commission (NAC) Meeting held on Wednesday, Sept. 4, 2024, hybrid meeting with in-person attendance option along with virtual component option via Microsoft Teams platform

(MEMBERS) Present: Brandon Abrahams, Lane Carraway, Ray Devine, Jan Doughty, Jana Lynn Granillo, Gabe Hagen, Kriste Melcher, Stacy Novis, Joel Stern, Suri Wall, Duane Washkowiak, Brittney Wong

(MEMBERS) Absent: Martha Carter, John Kozel, Nancy Puffer

City Staff: Elizabeth Thomas, Neighborhood Services Specialist; Shauna Warner, Neighborhood Services Manager; Rosa Inchausti, City Manager; Keith Burke, Deputy City Manager; Diana Kaminski, Principal Planner/Community Development

Guests: Carl Streiff, David Sokolowski

Agenda Item 1 – Call to Order

The meeting was called to order at 5:30 p.m. by Chair Stern

Agenda Item 2 – Public Comment

Carl Streiff, President of the Shalimar Association, spoke to opposition to the rezoning of the Shalimar Golf Course property.

Agenda Item 3 – Review and approval of meeting minutes: August 14, 2024 NAC Meeting

Vice Chair Hagen confirmed he had made the motion for the approval of both the May 1, 2024 minutes and the June 5, 2024 minutes of the joint meeting with the Sustainability and Resilience Commission at the August 14 Retreat Meeting. Commissioner Washkowiak confirmed that he had then seconded that motion.

Motion: Vice Chair Hagen made a motion to approve the August 14, 2024 minutes with the above corrections noted.

Second: Commissioner Washkowiak

Result: The motion passed unanimously with a vote of 12-0

Commission Member Ayes: Brandon Abrahams, Lane Carraway, Ray Devine, Jan Doughty, Jana Lynn Granillo, Gabe Hagen, Kriste Melcher, Stacy Novis, Joel Stern, Suri Wall, Duane Washkowiak, Brittney Wong

Absent: Martha Carter, John Kozel, Nancy Puffer

Chair Stern welcomed new NAC member Ray Devine from the 85288 zip code. Member introductions will be agendized for the October 2 meeting.

Agenda Item 4 – City Manager Introduction. Rosa Inchausti

City Manager Rosa Inchausti thanked all members for their service and communication. She emphasized the importance she places on resident concerns like community safety which is her

priority as well. To address the issue, Rosa highlighted improvements like the Real Time Operations Center (RTOC) which uses advanced software to map and integrate traffic cameras, 9-1-1 calls, and other technologies providing critical information to first responders for planning and coordination of needed resources and effective handling of emergency situations.

The city is also using strategies like red light cameras to help address speeding and drag racing. The recent award of a new \$12.5 million federal grant for the reduction of fatal and serious car crashes will help continue the important work of the Vision Zero Action Plan.

The movement of the Neighborhood Services Team under the City Manager's Office and locating Shauna Warner, Neighborhood Services Manager, back at City Hall further enhances communication and connectivity opportunities and demonstrates the importance of neighbors and neighborhoods to our city leadership.

Rosa then welcomed member feedback which included:

? The average price of a Tempe home in Special Bond Election collateral materials is noted at \$250,000 when it's closer to \$450,000. Fair representation in collateral materials would improve understanding of the resulting secondary property tax increase.

A: Thank you for the suggestion. We're creating a presentation for upcoming public meetings that helps explain general obligation bonds in a relatable manner and can add this information.

?: Any comments regarding school shooting in Georgia today and how city prepares?

A: Need Federal level solutions. Schools are a partner, allowing us access to use cameras that are already on school campuses helping officers and first responders be more quick and agile in event of an incident.

Thank you City of Tempe for recent Victory Acres curb and street improvements!

Agenda Item 5 - Engineered Shade Proposed Code Text Amendment

The City Council has established performance measures for Sustainable Growth & Development including Tree and Shade Canopy 4.11 to achieve a citywide (city and private property) 25% tree and shade canopy by 2040. Calculated in 2017, the baseline was 13.4% and new trees are being tracked as they are planted.

Diana Kaminski, Principal Planner, noted that more requests have been coming in from residents requesting to provide shade in their front yards and the decision was made to amend the Zoning and Development Code to facilitate engineered shade for residential properties. The Neighborhood Advisory Commission is the first commission to see the DRAFT language additions.

Diana reviewed the existing code language found in Section 3-401 Accessory Buildings, Uses and Structures that is not changing and then highlighted the new language being added to address the allowance for Engineered Shade and shared some pictured examples.

Existing language for Section 3-401 Accessory Buildings Uses and Structures that will remain is as follows:

D. Accessory Structure. Accessory structures (e.g. ramadas, small sheds) are *structures* that are a maximum of two hundred (200) s.f. in area and equal to or less than eight (8) feet in height.

New language is bolded below. Accessory structures shall not be located in the required front yard building setback except per **Subsection 1a. – Accessory structures for the purposes of providing one (1) permanent engineered shade structure located over the required driveway are permitted and shall be a minimum of five (5) feet from side, street side and front property lines. If one or more of the required parking spaces is located within the front yard**

building setback or street side yard setback, a use permit is required pursuant to Section 4-602 C 3.

New definitions that will be added to the Definitions Section are bolded below:

Accessory structures means a non-habitable structure **that is a maximum of two hundred (200) s.f. in area and equal to or less than eight (8) feet in height, such as sheds or ramadas.**

Engineered shade means a permanent shade structure with a foundation, no fabric, no walls (open on all sides), no shelves, storage boxes or sheds underneath, that complies with building code.

Engineered shade requires a building permit and must meet structural standards for wind load. Not able to be attached to a house or a porch, separate setback is required for those.

Member questions and comments included:

?: Must it be a permanent structure?

A: Yes, no fabric, sturdy foundation and must meet structural requirements.

?: Regarding setback in front, what if sidewalk is not 5' across?

A: We don't know where your property line is. Must be on private property not in city right-of-way.

?: Can you put a shade structure on front yard even if you have a garage?

A: Yes if you meet all requirements. You would still be applying for a building permit.

?: Could it potentially change look of neighborhood?

A: Planning does not regulate design of single-family homes. As noted, we are not allowing fabric but that is more related to structure durability and safety.

?: Would it allow for solar as a portion of shade cover?

A: I would need to defer to Building Safety due to the electrical requirements but potentially.

?: What about yard parking including parking of multiple vehicles in front yard?

A: Must park in designated parking space, either in garage or carport, or with a use permit, in the driveway. The shade must be over the required driveway and does not change the parking requirements, which must meet existing city code.

Diana noted that Code Enforcement is going out proactively to look for any already in place to verify if they meet Zoning Code and Building Code and added that we are trying to make it easier to do it properly on private property and not encroach in the right-of-way.

?: What about front yard gardens?

A: Part of landscaping, Planning does not regulate design on single family residences, this would just be like putting in trees and shrubs, although we recommend no trees by water lines and that spiny items are clear of sidewalk areas.

?: It has been seven years since the tree coverage baseline was established. Where are we now? What was the basis for the 25% of tree canopy coverage?

A: I can find out.

?: Will all bus stops be shaded? Is that a goal?

A: Tempe oversaw a Transit Shelter Design process with four different sized shelter configuration options chosen. Tempe's goal is to have shade at every stop, whether it is from a shelter, tree or adjacent building.

Some members expressed concerns about the lack of a requirement for notification of neighbors when Engineered Shade is being added. Others noted that there is no notification required when changes to home exterior paint are made. Diana stated that Zoning Code exempts single-family homes from design review. She offered to bring back this concern to management. Maybe a use permit (which requires neighbor notification) could be considered when adding a structure to front yard.

Chair Stern asked if members had any Engineered Shade recommendations they wished to provide to the Development Review Commission. At this time, members were more interested in hearing feedback received after Engineered Shade goes before Development Review Commission.

Agenda Item 6 – Proposed Accessory Dwelling Units (ADU) DRAFT ADU Ordinance

At the August 14 Retreat Meeting, a motion was made and passed by a unanimous 13-0 vote of those members in attendance for NAC to prepare a simple letter of support for the direction staff is going in with the caveat of staff clarifying legal ownership as it pertains to occupancy onsite residential requirements. Commissioner Granillo emphasized the state law mandate which requires the preparation and adoption of these regulations. A simple letter of support will be prepared.

Agenda Item 7 – Neighborhood Awards Application and Neighborhood Celebration Event Planning Updates

Staff is continuing to follow up on items brought forward at the recent NAC Retreat like communication for and implementation of a year-round nomination acceptance process for Neighborhood Awards with a defined cut off date allowing for packet material preparation and exploration of parameters for additional sponsorships specific to adding items like t-shirts.

Agenda Item 8 – Fall 2024 Neighborhood Workshop

Vice Chair Hagen reminded members to save the date and plan to participate in the Saturday, September 14 Neighborhood Workshop/Idea Exchange from 10 to 11 a.m. at Tempe History Museum. He emphasized his desire to create a fun, informal and engaging vibe encouraging members to think about sharing information about their NAC service and what makes their neighborhood great, memorable and welcoming.

Agenda Item 9 – Progress on 2024 Commission Goals and Priorities

Chair Stern and Vice Chair Hagen expressed satisfaction with Enhanced Council Engagement goal noting the ongoing attendance of Assistant City Manager Keith Burke who has been supportive, communicative and resourceful. Keith serves as another conduit to City Leadership and City Council increasing communication and responsiveness. Both Chairs also pointed to the growth of the Neighborhood Celebration and the number of Neighborhood Award Nominations.

Less time and focus ended up being placed towards the Increase Information Sharing goal. Prior ideas included a newsletter and social media shares to help push out targeted shares about the Maryanne Corder Neighborhood Grant Program and Neighborhood Award Nominations.

Agenda Item 10 – Discussion and Identification of 2025 Commission Goals and Priorities

Members engaged in robust discussion about the advantages and challenges of setting specific, measurable goals as well as the importance of setting realistic goals in light of limited time and other competing member commitments.

Member comments and ideas included:

- Email to Neighborhood and HOA leaders telling them about NAC and inviting them to come and engage

- Take turns having members prepare a summary of the minutes or a preamble to the minutes to create context (monthly or quarterly) for send out to Neighborhood and HOA leaders
- Dial it back, develop a program and logistics for what a NAC Communication Strategy could look like
- Develop a strategy by First Quarter and launch it in the Second Quarter
- Partner with Sustainability and Resilience Commission - rally around a single topic like shade
- Need to help get people involved who do not live in a HOA or Neighborhood Association
- Inclusivity of everyone is very important

Discussion and identification of 2025 Commission Goals and Priorities will continue at the October meeting. Goals need to be finalized by the November meeting for inclusion in the Annual Report document. Members were encouraged to bring their ideas for DRAFT goal language to the October meeting.

Agenda Item 11 – Proposed Future Agenda Items

DRAFT 24-25 Commission Goals
Shalimar follow up
Adaptive Reuse for Housing

Agenda Item 12 – Adjournment

Meeting was adjourned at 7:05 p.m.

Prepared by: Elizabeth Thomas
Reviewed by: Shauna Warner