

DRAFT Minutes
Neighborhood Advisory Commission
June 1, 2022



Draft minutes of the Neighborhood Advisory Commission (NAC) held on Wednesday, June 1, 2022, hybrid meeting with in-person attendance option and a virtual component using Microsoft Teams platform

(MEMBERS) Present: Brandon Abrahams, Maureen Eastty, Annette Fields, Jana Lynn Granillo, Gabe Hagen, Diane Harden, Melanie Larimer, Joel Stern, Nicholas Weller

(MEMBERS) Absent: Hannah Moulton Belec, Barb Harris, Linda Knutson, Nancy Puffer, Mark Rude, Daniel Schugurensky

City Staff: Suparna Dasgupta, Principal Planner – Planning; Ryan Levesque, Deputy Community Development Director, Planning; Elizabeth Thomas, Neighborhood Services Specialist; Shauna Warner, Neighborhood Services Manager

Guests: John and Beth Penry, Penry Consulting; Monica Westover

Agenda Item 1 – Call to Order

The meeting was called to order at 5:32 p.m. by Vice Chair Joel Stern

Agenda Item 2 – Attendance Roll Call

Present: Brandon Abrahams, Maureen Eastty, Annette Fields, Jana Lynn Granillo, Gabe Hagen, Diane Harden, Melanie Larimer, Joel Stern, Nicholas Weller

Absent: Hannah Moulton Belec, Barb Harris, Linda Knutson, Nancy Puffer, Mark Rude, Daniel Schugurensky

Agenda Item 3 – Public Comment

None

Agenda Item 4 – Review and approval of meeting minutes: May 4, 2022

Motion: Commissioner Weller made a motion to approve the May 4 minutes as presented.

Second: Commissioner Abrahams

Commission Member Ayes: Brandon Abrahams, Maureen Eastty, Annette Fields, Jana Lynn Granillo, Gabe Hagen, Diane Harden, Melanie Larimer, Joel Stern, Nicholas Weller

Absent: Hannah Moulton Belec, Barb Harris, Linda Knutson, Nancy Puffer, Mark Rude, Daniel Schugurensky

Result: Approved by a unanimous vote of those present 9-0.

Agenda Item 5 – Welcome and introduction of new member Gabe Hagen

Members introduced themselves providing their zip codes and welcoming newest NAC member Gabe Hagen. Gabe is a resident of zip code 85282 and co-owner of Brick Road Coffee.

Agenda Item 6 – Presentation of Proposed Text Amendments to the Zoning & Development Code

The Zoning & Development Code governs land use and development within the incorporated limits of the City of Tempe. This Code is used, along with the Zoning Map and Appendix, in the review of land use and development applications, enforcement of zoning and land use regulations, and implementation of the Tempe General Plan. The code was last completely rewritten in 2005 and over time was in need of updating.

Some of the proposed changes highlighted:

- The definition of density remains unchanged, clarifying information was added to it specifying how the City of Tempe calculates density.
- Agricultural zoning districts are usually on large lots and can be producing vegetables. Currently, a use permit is required to sell the produce. The recommended code change would more closely mirror state law and allow for these produce sales to be a permitted use.
- Coffee/cocoa roasting (accessory to retail/restaurant use) and outdoor cooking/grilling/smoking are not definitions that were listed in permitted land use. They were added as additional categories of permitted land uses under the new category of Commercial/Retail Zoning Districts. Requests will still be evaluated on a case by case basis to ensure other nuisances will not be created such as odors impacting adjacent residential.
- Code text change deletions (removing the word motorized and vehicle weight information) are being considered to more simply define Auto Body repair
- A definition of vehicle service was added – means a use with minor automotive services such as detailing, windshield replacement, battery replacement, audio accessory installation and does not include vehicle repair.
- Clarifying language and additional criteria (in use by Planning but not currently in Code) were added to Part 3, Section 3-420 of code. For example, A use permit is required for any single story, single-family residence to add, expand, or rebuild for a second story, including addition of a detached accessory building. This is applicable to viewing decks, play structures and detached accessory buildings and structures.
- Changes were made to language for both Major and Minor Development Plan Review to help streamline the process if other applicable, noted new development criteria is met. These changes are intended to help address the demand for smaller drive by units selling coffee or prepared food to go.
- A definition of bedroom was added to spell out what is required to qualify as one. This definition will also allow for staff to address parking standards.
- Additions and clarifying language to both lot splits and land splits sections.
- Clarifying language and an illustration was added to Section 7-113, Lot Line/Rear. Many lots are odd shaped and this will help clarify how to accurately measure.

Some of the questions and comments included:

Q: Is there anything controversial about this? Hard grasping what you want from us.

A: The code is not intuitive and can be hard for the public to read and understand. The first stage of the change process dealt with correcting typos and making minor level clarifications. This next stage looks further and identifies needed changes, clarifications and definitions. Are we on the right track? Do the changes make sense to you?

Q: Does the city share which commercial developments are in process? For example, Baseline Road next to Starbucks...what are they building?

A: The city has an interactive “development activity” webpage that we update on a monthly basis. It’s located on the Community Development webpage column, or go to www.tempe.gov/projects

Q: Are community gardens allowed at most apartment complexes?

A: Community Gardens are allowed in all districts with a request for a Use Permit (public hearing) application.

Q: What are we solving in regards to homes where multi-units are created?

A: If in an area that has zoning that allows for it, we cannot stop it but we will review applications thoughtfully. It can be a redevelopment tool for other areas like north Tempe. If applicants follow Zoning and Development code and do not deviate from the development standards such as setbacks, heights, etc., they can potentially be incentivized with a streamlined process consisting of an Administrative Review only eliminating the need for a public hearing. However, if someone is looking to split a dwelling into multiple units, that is not allowed and would require a variance. Must have integral access to the home through the entrance.

Comment: I'd like to see an executive summary or written overview of the changes proposed and principles being applied for a better understanding.

A: An executive summary or overview document could be prepared to highlight larger changes and reasoning.

Q: Is there any remedy to homes that were already done and not to code?

A: If already done, could be reported to Code Compliance. We strive to “catch” them in process when possible to do so and in those cases a stop order can be issued if required permits and approvals were not secured.

Next steps:

The presentation materials will be posted on the website www.tempe.gov/planning for public viewing and input collection. An ordinance changes document will be prepared giving consideration to the provided input and a public hearing process will commence.

Agenda Item 7 - Community Climate Livability Project (CCLiP): Tempe Residential Weatherization and Clean Energy Program overview, John and Beth Penry, Penry Consulting

The Penry’s provided an overview of the Community Climate Livability Project (CCLiP) that they and their Broadmor neighbors helped to create. While this group of parents and grandparents appreciated Tempe’s 2019 adoption of the initial Climate Action Plan, they remained concerned that government was not doing enough nor fast enough. They began meeting in 2019 determined to address what they could do to help. One of their key takeaways - heat is increasing and heat related deaths and illnesses are preventable.

Using their own varied professional expertise and experience, CCLiP participants collected data on currently available residential weatherizing and energy efficiency offerings. They identified the audiences these programs were targeted for and then met with experts, politicians, attorneys and investors to identify and discuss how to make these options available to all residents. Their research and findings were used to

develop different models in the proposed Tempe Residential Weatherization and Clean Energy Program to:

- ✓ help residents stay safe in extreme heat conditions and
- ✓ to reduce residents' carbon output to zero or less by improving home and apartment energy efficiency, by making homes and apartments more heat resilient, and by generating and storing energy on site

Their CCLiP plan calls for the city to assist in a number of ways ranging from outreach and education to providing assistance in obtaining energy audits to help with securing financing for energy efficiency and renewable energy using existing federal grants, federal financing, and on bill (water) investment financing.

Process steps:

Appraise and audit – audit energy consumption

Economic qualifications – determine available financing options

“Seal the Envelope” – follow audit guidance to reduce energy consumption/carbon and manage costs

Make a cool space – install mini-split A/C system for energy efficient cooling that can be operated by solar if grid goes down

Solar plus storage – install solar plus storage to reduce carbon emission and ensure cool Space

Appraise and audit – Conduct subsequent audit to show energy reduction and add virtual net meter

Questions and comments included:

?: You mentioned variety of Mayor and Council you have met with, have any agreed to champion this for you?

A: We're saying you need to support Climate Action more financially. They only recently funded it better. We are working through the Sustainability and Resilience Commission and meeting with Dr. Braden Kay, Sustainability and Resilience Director. The Commission provided a letter of support.

?: I found this confusing. What is your end game? What does success look like?

A: Carbon reduction, weatherize homes, reduce energy needs, helping folks with low income or poor credit get solar. As heat increases, we will see more illnesses and deaths related to heat. Mini-split air conditioners can be maintained with solar, they allow one to two rooms to stay cool in heat so resident can be at home rather than having to go to a cooling center. We are suggesting starting with a pilot program of 10, increasing to 50 before moving to city-wide.

?: What are you seeking from NAC?

A: We are seeking a letter of support. Could use your help spreading the word. You are also welcome to join our group. We are hoping this would help Council see the importance of the ideas and support of residents.

Three members expressed concern about providing a letter of support without CCLiP providing additional information and metrics. The Penry's clarified that they are really asking that the city establish the program and create the accompanying metrics. They would like to see this folded into programs and processes the city already has and suggested NAC members review the background information provided that shows how some cities like Ithica, New York and Holland, Michigan are implementing programs.

Commissioner Granillo thanked the Penry's for coming and shared her agreement that cost is a barrier and financing would be an incentive. She and fellow NAC members expressed interest in seeing the letter of support provided by the Sustainability and Resilience Commission and agreed to revisit this ask through email and/or at a future meeting.

Agenda Item 8 - 2022-2023 Maryanne Corder Neighborhood Grant Cycle Requests Update

Shauna Warner provided a brief update and referenced the provided memo in the meeting packet noting 21 total applications requesting \$304,562.35. She was asked how these numbers compare to prior year. They are in keeping with both prior grant cycles that have taken place during covid. Overall number of applications are down and there is again, for only the second time in the history of the program, more funding available than requests. This situation allowed for a small contingency fund to be established. This fund can potentially provide some limited, assistance to qualified projects that require additional funding. Grant projects cannot exceed \$20,000 in city funding.

Reasons for the applications being down from pre-covid levels include: challenges with completing recent, prior grant projects, difficulty securing needed bids, material delays and material and labor shortages resulting in project delays. These circumstances impacted many city projects as well. Despite these challenges, this grant cycle there were two first time applicants and four others who had not applied in seven or more years, both being positive indicators that staff and members outreach is reaching and motivating some brand new and less frequent applicants.

Agenda Item 9 - City of Tempe Neighborhood Services Registered Neighborhoods

Currently, there are 83 voluntary Neighborhood Associations, 140 Homeowners' Associations and 10 Affiliate Associations registered with the Neighborhood Services Division. It was noted that Homeowners' Associations are regulated at the state level and registration with the Division is entirely voluntary. HOA and NA registration allows for a number of resources and support services through the Neighborhood Services Division detailed in the meeting packet memo.

Throughout covid and in partnership with neighboring cities and a local law firm, virtual HOA classes have been offered monthly. All residents are welcome and some of the topics such as running effective meetings have lent themselves to voluntary Neighborhood Association participation as well.

The Neighborhood Celebration event is outdoors and the tone and vibe is more relaxed, social and connection focused than prior State of the Neighborhoods events making it not as complementary to hosting workshops. Staff and members noted other possibilities for learning and training opportunities. These ideas included: virtual or in person class offerings with residents in general or voluntary groups, training classes on popular topics, peer panels including NA and HOA leaders, information sessions and road shows in the park. Dormant associations could be encouraged to reactivate. New association opportunities could be shared and leaders in neighborhood sought.

Prior to covid, Neighborhood Services staff had prepared mapping of areas without associations sending out postcards to residents in these areas advising of the opportunity to form an association and the benefits in doing so. There was interest

from a few areas but momentum waned during the pandemic with would be organizers electing to wait. This outreach can be revisited.

Agenda Item 10 - Retreat date selection and potential topics

The options for consideration are Saturday August 6 or Saturday, August 20. A date decision was not made at this meeting as several members were out. Staff will follow up. The agenda items for the retreat may include Tempe Tomorrow: General Plan 2050 and possibly a water rate study update and water conservation agenda item. Discussion of Commission goals and Working Groups and how members want to proceed will be on the agenda.

Agenda Item 11 - Proposed Future Agenda Items

Commissioner Hagen suggested consideration of a Community Engagement Working Group.

Agenda Item 12 - Adjournment

Meeting was adjourned at 7:02 p.m.

Prepared by: Elizabeth Thomas