

# **City of Scottsbluff, Nebraska**

**Monday, August 8, 2016**

**Regular Meeting**

**Item Appr. Min.1**

## **Approve Minutes**

*Approve Minutes of July 11, 2016*

**Staff Contact: Annie Urdiales**

**Planning Commission Minutes  
Regular Scheduled Meeting  
July 11, 2016  
Scottsbluff, Nebraska**

The Planning Commission of the City of Scottsbluff, Nebraska met in a regular scheduled meeting on Monday, July 11 2016, 6:00 p.m. in the City Hall Council Chambers, 2525 Circle Drive, Scottsbluff, Nebraska. A notice of the meeting had been published in the Star-Herald, a newspaper of general circulation in the City, on July 1, 2016. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public, that anyone with a disability desiring reasonable accommodation to attend the Planning Commission meeting should contact the Development Services Department, and that an agenda of the meeting kept continuously current was available for public inspection at Development Services Department office; provided, the City Planning Commission could modify the agenda at the meeting if the business was determined that an emergency so required. A similar notice, together with a copy of the agenda, also had been delivered to each Planning Commission member. An agenda kept continuously current was available for public inspection at the office of the Development Services Department at all times from publication to the time of the meeting.

**ITEM 1:** Chairman, Becky Estrada called the meeting to order. Roll call consisted of the following members: Anita Chadwick, Angie Aguillo, Henry Huber, Jim Zitterkopf, Callan Wayman, Dana Weber, and Becky Estrada. Absent: Mark Westphal and David Gompert. City officials present: Annie Folck, City Planner, Annie Urdiales, Planning Administrator, and Gary Batt, Code Administrator II.

**ITEM 2:** Chairman Estrada informed all those present of the Nebraska Open Meetings Act and that a copy of such is posted on bookcase in the back area of the City Council Chamber, for those interested parties.

**ITEM 3:** Acknowledgment of any changes in the agenda: None

**ITEM 4:** Business not on agenda: None

**ITEM 5:** Citizens with items not scheduled on regular agenda: None

**ITEM 6:** The minutes of June 13, 2016 were reviewed and approved. A motion was made to accept the minutes by Weber, and seconded by Huber. **"YEAS":** Chadwick, Zitterkopf, Aguillo, Huber, Weber, and Estrada. **"NAYS":** None. **ABSTAIN:** Wayman. **ABSENT:** Westphal and Gompert. Motion carried.

**Agenda Item 7A** - Annexations was withdrawn from the agenda and will be brought back to the Planning Commission at next month's meeting or possibly the September meeting.

**ITEM 7B:** The Planning Commission opened discussion on a proposed study area to be declared as Blighted and Substandard. Rick Kuckkahn, City Consultant addressed the Planning Commission regarding some preliminary work and research done the East Overland corridor. The new comp plan had this area listed as one of the areas we wanted to research for upgrades in zoning and redevelopment of existing buildings and infrastructure. The area would be East Overland from Broadway east to 21st Avenue; it will also include some residential areas to the south and north of East Overland. The once thriving East Overland Corridor is being looked at for a more detailed effort, community support and understanding within the corridor will be a critical first step in moving ahead. We anticipate the need for overall community support in continuing with the study in southeast Scottsbluff.

One important tool to aid in planning and revitalizing the area is Tax Incremental Financing (TIF). A necessary step in the process of TIF is determining what areas may be considered Blighted and Substandard. While the term is objectionable the principle is sound, there are several areas within the city that have benefitted from this designation the most recent being the Reganis dealership and adjoining motel as well as the Monument Mall.

We are looking for Planning Commission support to move ahead with neighborhood meetings and relevant planning to accomplish a detailed plan for a Blighted and Substandard designation. Some of the criteria required to designate an area as blighted and substandard include age of the property and infrastructure, East Overland was one of the first areas to develop in Scottsbluff and most of the buildings are forty years or older. Several buildings are dilapidated and deteriorating. The Blighted and Substandard designation would allow for tax increment financing to be used as a tool for general enterprise to buy and develop some of the run down building along this corridor. Existing property owners would also benefit as they could improve their properties by upgrading and remodeling existing commercial and residential buildings. TIF can be used for several things including demolition, improve sidewalks, upgrade existing infrastructure, new infrastructure etc. Improving intersections in this corridor will help make the area friendlier for bicyclist and pedestrians. Updating our zoning and creating a broad mixed use zone for this area, will allow for both residential and commercial uses in this district.

Carolyn Escamilla and Stacy Wilson, property owners, in southeast Scottsbluff expressed concerns regarding different issues one concern is that there are no trees along East Overland all the concrete makes it hard to just go for a walk in the hot summer heat, if we can possibly get some trees and landscaping in this corridor it could help make the area more walkable and friendly. When the intersection at Broadway and East Overland was redone a few years ago part of the access onto East Overland was cut off, this has had some negative impact on Southeast Scottsbluff making it difficult to access East Overland from Broadway and seems like they are cut off from the rest of the City. Several areas are run down with junk cars, weeds, and junk make the some neighborhoods undesirable. There are neighborhoods in this area where the property owners have been making improvements to their homes and taking pride in the area, hopefully these types of improvements will inspire others to follow suit.

Future goals is to have some open houses and get more input from citizens in southeast Scottsbluff and get the word out on what can be done with TIF, and taking the time to explain to everyone how it all works so they understand the process and how it can benefit the neighborhoods. Something suggested was that we could maybe provide some before and after photos of areas that have used Tax Increment Financing, possibly photos of the changes on Broadway.

**Conclusion:** A motion was made by Wayman and seconded by Aguillo to make a positive endorsement to continue with the Study for City Council approval to designate East Overland from Broadway to 21<sup>st</sup> Avenue as Blighted and Substandard. "YEAS": Aguillo, Huber, Weber, Zitterkopf, Wayman, Chadwick, and Estrada. "NAYS": None. ABSTAIN: None. ABSENT: Westphal and Gompert. Motion carried.

**ITEM: 7C:** The Planning Commission opened discussion regarding a proposed ordinance amendment. We are looking at adding language to our code regarding Tiny Houses. Recently we've had a few calls regarding Tiny Homes. We do not have anything in our code and would like to establish some guidelines for this type of home and where they can be placed within the City. Rick Kuckkahn addressed the Planning Commission on possible requirements and guidelines for this type of residential use.

Some of the things we have discussed are whether we want to allow them on permanent foundations, on wheels, or both. There are also some issues with meeting building code- we are recommending to only allow them on permanent foundations, and require minimum square footage that allows for building codes to be met. They will have to have utilities to each unit. We could possibly have a minimum of about 200 square feet, we would also require them to hook up to City utilities, with each unit having its' own meter.

The Tiny Homes/Houses could be added under Article 7 of our zoning code Planned Unit Developments (PUDs) which has information on Condominiums, Townhouses, Cluster Housing & Mobile Home PUDs we could possibly use language similar to our requirements for the Mobile Home Planned Unit Developments, we could use this code making adjustments for lot sizes, building square footages, and setbacks that make sense for tiny homes. We would prefer these requirements/guidelines rather than having them pop up on vacant lots or in backyards around town.

112 Stacy Wilson is interested in tiny homes and provided some information to the Planning Commission  
113 regarding tiny houses; we have also received emails about what other communities are requiring for this  
114 type of residential development. Most of these homes are built off site and are required to meet State  
115 guidelines which are affixed to the structures most of these homes are on wheels and need to meet the  
116 requirements for RV's, they must also meet the relevant building codes.

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118 City staff will research all the information we received and bring back a draft ordinance for the Planning  
119 Commission to review and approve before forwarding on to City Council. We want something in place to  
120 avoid possible problems when and if this type of development comes to Scottsbluff.

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122 **Conclusion:** A motion was made by Chadwick and seconded by Weber to recommend staff draft an  
123 ordinance to allow for Tiny Houses within the City of Scottsbluff for future recommendation to Council  
124 Avenue. "YEAS": Aguillo, Huber, Zitterkopf, Weber, Wayman, Chadwick, and Estrada. "NAYS": None.  
125 ABSTAIN: None. **ABSENT:** Gompert & Westphal. Motion carried.

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127 **ITEM 8: Unfinished Business:** None.

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129 There being no further business, a motion to adjourn was made by Weber and seconded by Chadwick.  
130 The meeting was adjourned at 6:25 p.m. "YEAS": Zitterkopf, Wayman, Weber, Huber, Chadwick,  
131 Aguillo, and Estrada. "NAYS": None. **ABSTAIN:** None. **ABSENT:** Westphal & Gompert. Motion  
132 carried.

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135 Becky Estrada, Chairperson

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137 Attest: \_\_\_\_\_  
138 Annie Urdiales