



**PED
MINUTES**

**REGULAR MEETING
Tuesday, May 19, 2015**

Board Members in Attendance: Vice Mayor Marc Hunt, Council Member Jan Davis, Council Member Gwen Wisler

Staff in Attendance: Gary Jackson, Sam Powers, Shannon Tuch, Alan Glines, Ken Putnam, Joey Robison

1. **APPROVAL OF MINUTES.** Davis moved approval of the minutes, seconded by Wisler. Minutes approved unanimously.
2. **UNFINISHED BUSINESS**
 - a. **Update on Economic Development Incentives. Sam Powers.** Powers reported on staff's Council-directed analysis of existing incentives policy and its alignment with Council's strategic goals. Currently we use the average weekly county wage rate for Buncombe County to assess equity and quality of jobs created. Powers requested direction regarding potential changes to require a percentage of jobs be offered at the universal livable wage (used by Just Economics) to qualify for the economic development incentives. Discussion ensued. Committee members felt recommendation to Council should include three options: 1) all jobs must be at least living wage, 2) only living wage jobs are incentivized, and 3) median wage will be utilized as the benchmark for job creation.
3. **NEW BUSINESS**
 - a. **Standard Specifications and Details Manual Revisions. Ken Putnam.** The manual revisions include a more efficient reference number system, update to stormwater, and two details added (sidewalks need to be running bond pattern, and how to use granite curb). The manual will only be published as a pdf that will be updated when revised. A draft copy that shows changes in red will be kept in the transportation department. Wisler would like amendments to be tracked so the public can see what has changed. Putnam said that it would take a large amount of staff time to keep up a running sheet. It will be clear which is the most recent manual. Going forward, Putnam will bring individual changes rather than the entire document. Unanimous recommendation that this go to Council on June 9.
 - b. **Text amendment recommendation for Accessory Apartment code. Alan Glines.** We are reviewing residential areas to find recommendations that would be helpful in the housing issue. We reviewed maps and currently many of our area lots have significantly less density than is allowed. Average lot sizes are significantly larger than they need to be, often because lot widths are too narrow to subsidize. Planning department working on recommended amendments to increase opportunities for additional housing.

Also working on accessory apartments, which are allowed in the UDO as long as the parcel is conforming to the zoning. If a lot does not meet those in any way, none of the options are

offered. Currently accessory apartments can be 500 sq ft or 25% of the main structure. These are small, and not large enough for a small family. Planning Department is studying possible changes to that that would allow larger dwelling units. Wisler was concerned that language should not be "basement apartments" because apartment may be the second or third floor.

Staff talked to CAN who wanted to be sure it was smaller than the house and that there is enough parking. HCD also has reviewed and given input. Glines plans to take this to P&Z and then to Council.

4. **PUBLIC COMMENT.** None.
5. **FUTURE AGENDA ITEMS.** None.
6. **ADJOURN.** The meeting was adjourned at 4:22 p.m. without objection.