

CAC  
**Public Meeting Minutes**

**Tuesday, March 15, 2022**

**2:30 p.m.**

**New City Hall: Second Floor Assembly Room 206 N. 5th Street**

**Call to Order/ Roll Call 2:30 pm**

**Present:** CCI Liaison Tom Pratum, Don Reordan, Beth Lindsay, Michael Thornton, Vice Chair Dianne Helmer, and Chair Beverly Smith

**Absent:** None

**Staff Present:** Planning Director Foster, City Planner Zac Thompson, and Planning Technician Oliver

**Introductions and Review of Agenda**

**Minutes:** March 1, 2022 minutes

**Stand as Submitted**

**Public Comment:** None

**Continued Discussion: Article 3: Additional Design Standards/Solar Standards 18.19**

The CAC looked at our current Solar Standards which are very complicated to work with for both staff and residents, also there is a typo in the formula which makes no sense. Do we want to let residents create shade on neighboring properties? Should we do away with Solar standards all together? Our Solar standards apply to every structure within City limits. There currently is a variance procedure which entails obtaining a Solar Waiver from your neighbors, that is later recorded with your property's deed.

We may keep the Solar Standards and provide a much better document. We looked at the City of Ashland's Solar Standards, and theirs are as complicated as our current document is. Staff may see about reaching out to Nikki at Green Top Planning to assist us in creating a software that would help staff and residents identify the Solar shadow casting on each property. The CAC discussed the following-

- Non-Residential Buildings
- Design Standards
- Primary Entrances and Windows
- Defined Upper Story(ies)
- Buildings not Adjacent to a Street
- Side Elevation Windows
- Articulation and Detailing
- Change in Materials
- Pedestrian Shelters Coverage/Design
- Building Walls/Rooftops
- Ground-Mounted Mechanical
- Micro-Generation Energy Facilities
- Materials and Colors

**Adjourn: 4:02 pm**

  
Beverly Smith, Chair of the CAC

  
Diane Oliver, Building/Planning Technician

Date of Approval: 4-19-22