

FORM-BASED CODE COMMITTEE

MEETING MINUTES

January 12, 2023

The duly advertised meeting of the Form-Based Code Committee was held on January 12, 2023, at 2:03 p.m. in conference room 1A of the Development Resource Center. Chair Beverly Bell called the meeting to order and announced that the meeting is being recorded. Secretary Levi Witt called the roll and swore in all those who would be addressing the Committee.

Members Present: Beverly Bell, Zach McManus, Denise Shaw, Jake Toner, Sarah Brogdon, Thomas Palmer

Members Absent: Tenesha Irvin, David Hudson, Jim Williamson

Staff Members Present: Development Review Planner Sarah Robbins, Secretary Levi Witt, Staff Attorney Harolda Bryson

Beverly Bell explained the rules of procedures.

Roll Call: Levi Witt called the roll.

Swearing In: Levi Witt swore in everyone who wanted to speak to the Committee.

Applicants Present: Kaitlin Sims, Micah Duffey

Approval of Minutes: Denise Shaw made a motion to approve the December 2022 meeting minutes. Zach McManus seconded the motion. All in favor, the motion carried.

Sarah Robbins presented the cases.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Case #FBC-22-40 - 1001 McCallie Avenue - Ground floor elevation

Project Description:

The applicant, Kaitlin Sims, has applied for the following modifications:

1. Request to reduce the minimum ground floor elevation requirement that it applies only to the front wall of the house and not the required first 30 feet of the lot measured from the right-of-way, except doors facing O'Neal street. (*Sec. 38-717. U-CX (6) Public Realm. Story Height. D. Residential Ground Floor: 16" min/ 5' max. Sec. 38-698 Measurements and Exceptions (5) Public Realm. C. Ground Floor Elevation 1. Ground floor elevation is measured from top of the adjacent curb, or from the crown of the road where no curb exists, to the top of the finished ground floor. 2. Minimum ground floor elevation applies to the first 30 feet of the lot measured from the right-of-way.*)
2. Site plan has updates and needs a re-review for the previously approved FBC-22-8 major modification of the interior single-unit attached units street-facing entrance requirements: allow main pedestrian entrance not from primary street, but from a pedestrian area or internal parking area. (*Sec. 38-698 (5) Public Realm. Pedestrian Access. 1. An entrance providing both ingress and egress, operable to residents at all times and customers during regular business hours, is required to meet the street-facing entrance requirements. Additional entrances off another street, pedestrian area or internal parking area are allowed.*)

Kaitlin Sims spoke to the Committee and explained the project in further detail. Jerri Price, designer on the project, also spoke to the Committee. Mike Flanagan, of LaBella Associates, also spoke.

Discussion: A discussion was had between the Committee members. Denise Shaw made a motion to approve Case #FBC-22-40: 1001 McCallie Avenue, as submitted pursuant to the Chattanooga City Code, Section 38-596(4) and pursuant to the Form-Based Code, subject to any and all conditions. Jake Toner seconded the motion. All in favor, the motion was unanimously approved.

There were no conditions noted for the approval.

Case #FBC-22-42 - 812 E. 12th Street - Curb cuts, parking setback

Project Description:

The applicant, Micah Duffey, has applied for the following modifications:

1. Two additional curb cuts to the property. Requesting approval for two (2) new curb cuts. One (1) at loading dock and one (1) for parking lot access. (*Sec. 719 U-IX-4 (4) ACCESS/PARKING LOCATION. Access (See Sec. 38-698.(3)A.) With no alley: new street curb-cuts per lot: Determined by the Director of the Land Development Office.*)
2. Requesting a 40' wide driveway width at the loading dock driveway. (*Sec. 719 U-IX-4 (4) ACCESS/PARKING LOCATION. Access (See Sec. 38-698.(3)A.) With no alley: driveway width in setback: 20' max.*)

3. Reduce parking setback from the primary street from 30 feet to 5 feet minimum. (Sec. 719 U-IX-4 (4) ACCESS/PARKING LOCATION. Parking Setbacks (see Sec. 38-698.(3)B.) A. Primary Street: 30' min.)

Micah Duffey, of ASA Engineering, spoke to the Committee and explained the project in further detail.

Discussion: A discussion was had between the Committee members. Denise Shaw made a motion to approve Case #FBC-22-42: 812 E. 12th Street, as submitted pursuant to the Chattanooga City Code, Section 38-596(4) and pursuant to the Form-Based Code, subject to any and all conditions. Sarah Brogdon seconded the motion. All in favor, the motion was unanimously approved.

There were conditions noted for the approval:

1. The first modification is **APPROVED** due to the existing hardship of limited site access and an existing loading bay area to remain.
2. The second modification is **APPROVED**, and the approval applies only to one loading bay. Site plan to be updated to utilize non-removable vehicular barriers, physical barriers, and non-continuous pavement in order to restrict vehicular access to only the single loading bay.

Other Business:

- FBC Annual Review Update

-Check the Chattanooga-Hamilton County Regional Planning Agency website for announcements, documents and next steps:

<https://chcrpa.org/news/the-city-of-chattanooga-form-based-code-to-discuss/>.

NEXT MEETING DATE: February 9, 2023 (application deadline is January 13, 2023 at 4 p.m.).

Thomas Palmer made a motion to adjourn. Zach McManus seconded the motion. All in favor, the meeting was adjourned.

The meeting was adjourned at 3:24 p.m.



Beverly Bell, Chair

2-9-2022

Date

Levi Witt, Secretary

2-9-2023

Date