

**TOWN OF ULYSSES  
STEERING COMMITTEE FOR ZONING UPDATES  
MEETING MINUTES  
Monday, 04/17/2017**

**Approved: May 4, 2017**

**Call to Order:** 7:01 p.m.

**Present:** Chair Liz Thomas and Committee members Michael Boggs, Rod Hawkes, Darby Kiley, Sue Ritter, and George Tselekis; David West of Randall + West.

**Jacksonville Zoning Discussion**

Mr. West said consultants have reviewed the existing Hamlet zoning and drafted two updated copies – one for the Hamlet center and the other for the Hamlet neighborhood. Elsewhere, along with the two drafts, he included additional recommended form requirements and design guidelines. On the subject of the design guidelines, Mr. West noted they were pulled from the Hamlet of Mt. Morris and are broken down into building materials, allowable and prohibited aesthetics and more.

Mr. West led the Committee through a presentation of Mt. Morris's guidelines within the context of the Hamlet center, starting with materials and moving on to windows and doors, signage, lighting, colors and more. Mr. West recommended prohibiting vinyl siding on the fronts of businesses in the Hamlet. For windows and doors, Mr. West recommended using home-style doors for residences and windowed doors for businesses. Elsewhere, Randall + West encourages: pedestrian-scale signs; perpendicular sign boards that are externally lit or not lit at all; no back-lit signs; the use of window decals so long as sightlines through the window are not impeded; awnings that stick out no more than 5 feet, and no metal awnings.

**Hamlet Neighborhood document**

Next, Mr. West and the Steering Committee reviewed commercial uses permitted in the Hamlet neighborhood, including bed and breakfasts, elder cottages, home occupations and more. He asked if there was any interest in allowing apiaries, auto-charging stations, backyard chickens or minor solar projects. Ms. Thomas did not have any issue with any of them, while Mr. Boggs suggested prohibiting pole-mounted solar projects in front yards. Ms. Kiley said minor solar is allowed in every zone, but the Steering Committee may choose to add a provision that prohibits front yard installations. Also, she said charging stations could fall under an accessory use for single-family residences. As for chickens, the Hamlet currently prohibits them.

Uses for site plan approval in the Hamlet neighborhood were reviewed next. Mr. West said banks, business offices, gas stations, hotels and motels, restaurants, bars and more were removed from the proposed zoning document. Mr. Boggs suggested possibly removing libraries from allowed uses with site plan approval.

Ms. Kiley initiated a discussion of multiple family residences while suggesting the Committee shore up zoning language related to “multifamily”. Specifically, she pointed to “Multiple residences for rent or lease” as an area in zoning worth clarifying. A four-unit apartment building might be the same size as a 2-family house, she said, and there are not enough big lots in the neighborhood to allow for a 4-unit dwelling. As the zoning is currently written, Mr. West said, only one primary building is permitted per lot, but the Committee could add language allowing for four units within that building. Citing the Hamlet’s access to the TCAT bus route, Ms. Thomas felt the Town should allow for a bigger apartment complex in Jacksonville, if it is held to the proposed design guidelines. Ms. Kiley said she has not heard any support for anything larger than a duplex in the Hamlet. Ms. Ritter pointed to the lack of municipal sewer as the major impediment to a denser Jacksonville. The Steering Committee returned to the “Multiple residences for rent or lease” discussion, with Ms. Kiley proposing it be changed to “Multiple family residences for rent or lease”. Having dwellings occupied with people who are not related – like students – is not a bad thing, Ms. Thomas said. More units in a building means more affordability. Mr. Hawkes suggested “multiple unit”, which received consensus agreement from the Committee.

With the Committee proceeding with a discussion of lot area and yard requirements, Ms. Kiley posed the question of whether to raise the minimum lot size in the Hamlet from 6,000 square feet. Mr. West noted today’s technology allows for septic systems on 6,000 square-foot acre lots. Mr. Boggs felt it should be raised because it seems to be creating problems in regard to septic systems. He also would like to see side-yard setbacks adjusted to where they were in 2005 – at a minimum 15 feet. Lot size was noted as a topic for further Committee discussion.

### **Hamlet Center document**

Shifting to the Hamlet center, Mr. West said the proposed document more or less remains how it is currently. He suggested limiting parking lot size and possibly removing minimum parking requirements. On the subject of uses permitted through site plan review, drive-thrus were removed. Mr. West also suggested moving all uses allowed through the special permit process to allowable under site plan approval.

On lot area and yard requirements, Mr. West suggested removing “there shall be no more than one principle building on any lot in the H1 Hamlet District” and reducing front yard setbacks to 5 feet. He noted CJ Randall’s suggestion to lower the minimum rear-yard setback from 35 to 10 feet.

Mr. West and the Committee then proceeded with new form-based requirements. Among the suggestions put forth by Randall + West: no parking permitted between the façade of a primary building and the street; the entrance to all primary buildings must have the primary entrance facing the street; commercial buildings must include transparent windows with views to the building interior, and new multifamily and non-residential buildings on lots larger than 10,000 square feet must include at least one entry facing the street for every 60 feet of street frontage.

Addressing the Committee's next meeting on May 4, Mr. West said they should plan on a conversation on lot size for both the Hamlet center and neighborhood. Solar should be a discussion at a future meeting as well.

Mr. Hawkes MADE the MOTION to adjourn the meeting, and Mr. Boggs SECONDED the MOTION. The motion was unanimously carried.

Meeting adjourned at 9:09 p.m.

Respectfully submitted by Louis A. DiPietro on April 28, 2017.