City of Birmingham
A Walkable Community

MEMORANDUM

Office of the City Manager

DATE: June 13, 2016

TO: City Commission
Planning Board

FROM: Joseph A. Valentine, City Manager

SUBJECT: City Commission & Planning Board Workshop Session

The agenda format for the upcoming joint workshop between the City Commission and Planning Board has been modified from prior sessions in order to address the items requested by the Planning Board, as well as, several current issues that warrant some discussion. While it may appear to be more aggressive than prior agendas, the following format is being planned to facilitate a discussion on all the agenda items in a productive and timely manner. There are effectively two items on the agenda.

The first will be a discussion on the Scope of Services for the city-wide master plan update, which is planned for the 2016-17 fiscal year. Enclosed with this agenda is a draft Scope of Services for both boards to review and provide input on. Approximately 45 minutes has been allocated to this discussion.

The second item includes the two items requested by the Planning Board along with a collection of current issues that have surfaced from ongoing development and current ordinance language that warrant some discussion. With the potential exception of TZ2, the intent is not to engage on each issue, but rather to determine if there is a consensus on whether these issues need further review and potential action. Staff has prepared a separate memo on these items providing background on the issue and a suggested topic for discussion. Staff will also provide a 2 to 3 minute introduction of each issue at the meeting to supplement what is in the written report. Approximately 1 hour and 30 minutes has been allocated to this discussion.

If there is consensus to further discuss any of the issues presented, they will be brought back to the City Commission at a subsequent meeting to provide formal direction to further study and address those issues.