

## Near East Area Commission

### April 2022 Executive Committee Meeting Minutes

Tuesday, April 5, 2022

1. Call to Order 6:40 pm Hutchison, Lowenstein, 4,0,0
  1. Present Curry Da Souza, Lowenstein, Owens, Hutchison
2. General Meeting Agenda
  1. By-Laws Review
    1. August off?
    2. Clarify attendance section
    3. More improvements to make
    4. His/her to their
  2. Committee Meeting Schedule - how to align for priority
    1. Streamline process
    2. Switch planning Tuesday and zoning Thursday?
    3. Are 4 meetings for developments necessary? how should planning be involved with zoning issues? Does zoning need 2 meetings? Transparency and engagement reduces the risk associated with streamlining.
    4. Read planning committee description
    5. NEAC development policy, land bank policy
    6. Historic district tradeoffs for restrictions, conservation district less strict
    7. Form zoning, new zoning process
  3. Meeting Attendance Requirements
    1. Transparency
    2. Requested 2021 minutes September to December
    3. Secretary chart attendance
    4. Start with refreshed bylaws in February to communicate that starting then, reiterate bylaws?
  4. District Meeting Requirements - At-Large
    1. For religion, business, education, and HR
3. 2022 Commission Development
  1. Retreat
    1. Development policy creation as a retreat goal
    2. Team building exercise
    3. June – Saturday 10-4
  2. Goal Setting
4. Other Meeting Topics Not Listed
  1. Professional pics on website?
  2. Land bank approval letter template, Lowenstein to contact John Turner to provide, Fill template out and sign, take photo, or scan and give to applicant.
  3. Must come prepared for the meeting. Review projects, documents, etc prior to meeting. Reiterate message
  4. Distribution of committee members after bylaws updates
  5. Website email capability
5. Close of Meeting
  1. 8:20 pm adjourn