

**ZONING, PLANNING & ORDINANCE COMMITTEE MEETING MINUTES
NOVEMBER 21, 2006 – 7:00 p.m.**

Chairman Hay called the meeting to order at 7:00 p.m. Committee members present: Aldermen Hay, Berg and Logan. Alderman Leyden was absent. Also present were Mayor Nolan and City Clerk Wells.

Off-Street Parking Requirements

Mayor Nolan noted that the last time this issue was before the Committee, each alderman was to research their ward and report back and that he hasn't seen any recommendations. Alderman Berg noted a city-wide comprehensive map that was prepared four or five years ago over several meetings which could be used with minor adjustments. The general consensus was for staff to see if they can locate the map.

Two-Car Garages

The Committee reviewed Administrator Nelson's memo pertaining to two-car garages for all residential dwelling units. Moved by Berg, seconded by Logan to recommend to the City Council that Chapter 19.14 of the Harvard Municipal Code be amended to include language that would require two-car garages for all future building permits issued in residential zoning districts of any kind to include R-1, R-1A, R-1B, R-2, R-3, R-T and for any multi-family dwelling unit, defined as three or more families, including the R-55 District, that at least one indoor parking space be provided per unit. All ayes. Motion carried.

Zoning

The Committee reviewed Administrator Nelson's memo pertaining to minimum square footage requirements for housing. Moved by Logan, seconded by Berg to recommend to the City Council that the following language of the Harvard Zoning Code be incorporated into Chapter 19.14.

1. In the R-1 District, the minimum total floor area of the building must be no less than 1,600 sq. ft.
2. In the R-2 District, the minimum total floor area of the building must be 1,200 sq. ft. for a single family unit, and 1,700 square feet for a duplex unit, consisting of 850 square feet per unit.
3. For a single family unit in the R-3 District, the minimum floor area must be 1,000 sq. ft.
4. For a duplex unit in the R-3 District, the minimum floor area shall be 1,700 sq. ft., consisting of 850 sq. ft.
5. In all multiple family dwellings (R-3 District), as defined in Section 17.56, Paragraph 24, of this Ordinance, (Units created for occupancy for three or more families), the minimum floor area shall be 500 square feet per unit.
6. In the R-T Townhouse Residence District, the minimum floor area for a single unit shall be 850 sq. ft.

All ayes. Motion carried.

At 7:36 p.m., moved by Berg, seconded by Hay to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Chairman Tom Hay