

CHATTANOOGA CITY COUNCIL  
J.B. COLLINS CONFERENCE ROOM OF THE COUNCIL BUILDING  
**STRATEGIC PLANNING MEETING**  
**MINUTES/RECAP – January 17, 2023**

- I. **Call to Order**: Chairman Darrin Ledford called the meeting to order at 2:00 p.m. A quorum was present that also included Vice Chair Raquetta Dotley and Councilpersons Chip Henderson, Jenny Hill, Isiah Hester, Carol Berz, Marvene Noel, and Demetrus Coonrod. Councilman Ken Smith was not present. Attorney Phil Noblett was also present and Council Clerk Nicole Gwyn were also present.
- II. **Minutes Approval**: Vice Chair Dotley moved to approve the minutes of the last meeting (December 20, 2022). Councilman Hester seconded. The motion carried.
- III. **Existing Duplexes/Power Loss Protection**: Dan Reuter, Planning Director, discussed the proposed changes to the current resolution to allow power to remain on after the 100 days of a property being vacant. He informed the Council of the report done and fuel survey (distributed during the meeting to the Council). Discussion ensued with Councilman Henderson asking questions on HPR Real Estate and affordable housing. Chris Anderson, Senior Advisor for Legislative Initiatives, and Jermaine Freeman, Senior Advisor for Economic Opportunity & Interim Administrator, joined the discussion regarding affordable housing and vacant duplexes. Mr. Reuter discussed other programs needing to be put in place. Councilwoman Hill informed the Council that the matter was unanimous at the Planning Commission. Councilwoman Coonrod commented on non-traditional routes to homeownership.
- IV. **C-2 Amendment** (Henderson): Mr. Reuter advised the Council that Planning was still working on the overhaul to the Zoning Ordinance. He informed the Council of a C-2 amendment in response to upcoming hotel/motel conversions changing the uses. He discussed a change to the minimum lot size restriction (residential, single-family) for dwellings in C-2.
  - A. Discussion Items
    1. Preference for residential, mixed use (Henderson)
    2. Converting hotels/motels to apartments (Dotley)
    3. Owners coming to the Council regarding conversions (Dotley)
    4. Qualifying hotel/motel owners prior to the C-2 amendment (Dotley)
    5. Comparing different types of rental properties (Hill)
    6. Subsidizing affordable housing (Hill)
  - B. Further discussion: Chairman Ledford opened the floor to Mr. Anderson to speak about Administration’s position on the amendment. Chairman Ledford also circulated a picture of a converted hotel room.
- V. **Council Rules of Operation** - Resolution 30806 (Coonrod): Chairman Ledford opened the floor for comments on suggested changes to the rules of operation attached to [Resolution 30806](#).
  - A. Suggested changes from Chairman Ledford
    1. **Section I** (page 1): Adding language to specify that the election of chairperson and vice-chairperson will take place during the 2<sup>nd</sup> week of April.
    2. **Section C** (page 3-4): Add Affordable Housing Committee to the list of committees with the description that is currently posted on the [committee’s web page](#).

3. **Section A1** (page 4): Change Strategic Planning from “each Tuesday” to meeting on the “first and third Tuesday” of each month.
4. **Section B1** (page 5): Add the word “proposed” business agenda (Berz)
5. **Section B1(c)** (page 5): Add language to specify what “under certain circumstances” means when two members of the Council can waive the requirements add agenda items.
6. Section B1(c) (page 5): Add language to “remove” agenda items as well.
7. **Section B2** (page 5): Substitute Section 2b with the information in Section 4 regarding the time limits for holding public hearings.
8. **Section C-7** (page 7): Strike item E to limit public comments to once per day.

VI. Other Business

Status

- A. Pending Legislative Matters:
  1. AHO Legislation (Smith)
  2. **CBD Tax Resolution** – Councilwoman Coonrod reminded the Council of President Biden’s proclamation last year that pardoned federal convictions for simple marijuana possession offenses. She distributed a letter proposed for Governor Lee expressing the Council’s support of an excise tax on CBD products. She also proposed a resolution to go along with the letter. Councilwoman Coonrod advised that she will work on the resolution with Mr. Noblett and asked that it be assigned to the Legislative Committee. Chairman Ledford assigned the pending resolution to the Legislation Committee.
- B. Pending Presentations/Education Sessions:
  1. **Investment Policy** (Berz/Haley) – Ms. Haley confirmed a presentation at the 2/7 SP Meeting.
  2. **Agenda Modification Process (Adding/removing items)** – This item will be removed from future SP agendas since it was covered in the Council Rules of Operation discussion.
  3. **Library Quarterly Update** (Ewalt) – 2/21 SP Meeting
- C. Future Legislation/Education Sessions: (None)

VII. Council Agendas

- A. Agenda for 01/17
  1. 3:30 p.m. Agenda Session
  2. Legislative Committee:
    - a) City Election Cycle (Coonrod)
    - b) STVR Ordinance (Henderson)
  3. 6:00 p.m. Council Meeting
- B. Agenda for 01/24
  1. 3:30 p.m. Agenda Session
  2. Parks and Public Works Committee
  3. 6:00 p.m. Council Meeting

VIII. Board Appointments

- A. Resolutions Pending – Awaiting Term Limits
  - a) District 7 – 3 seats (South Region)
  - b) District 9 – 1 seat (Dodson Region) / 2 seats (Bushtown-Glenwood Region)
- B. Current Vacancies
  1. Health, Educational & Housing Facility Board (3 seats: Districts 1, 3, and 8 needed)

2. Industrial Development Board (1 seat: District 8 needed)
3. Passenger Vehicle for Hire Board (3 seats/previously appointed by group nominations)
4. Sports Authority Board (District 8 needed; District 5 eligible for reappointment)
5. Head Start Governing Board (1 seat: Districts 1 and 3 needed)
6. Lookout Valley Region Community Advisory Committee (4 seats: District 1 needed)
7. Shallowford Region Community Advisory Committee (District 5 needed: 3 seats; District 9 needed: 1 seat remaining)
8. North Chattanooga Region Community Advisory Committee (District 1 needed: 2 seats)
9. Westside Region Community Advisory Committee (District 7 needed: 4 seats)
10. South Region Community Advisory Committee (District 7 needed: 1 seat)
11. Bushtown- Glenwood Region Community Advisory Committee (District 8 needed: 2 seats)
12. Dodson Region Community Advisory Committee (District 8 needed: 2 seats; District 9: 1 seat needed)
13. Hixson Region Community Advisory Committee (District 3 needed: 4 seats)
14. Washington Hills Region Community Advisory Committee (District 5 needed: 4 seats)

IX. **Adjournment:** Chairman Ledford adjourned the meeting at 3:25 p.m.