

CITY OF KINGSTON



MEETING MINUTES IN RED

July 26, 2024

Zoning Working Group

Sue Cahill (City of Kingston Planning Representative)
Bartek Starodaj (City of Kingston Housing Initiatives Representative)
Joshua Stratton-Raynor
Rebecca Holderness
Ines Yupanqui
Tanya Garment

Norah Maki, Alternate

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[Link to Potential Amendments Tracker](#)

Cahill, Starodaj, Yupanqui, Garment, and Maki were present. Stratton-Raynor and Holderness were absent.

Agenda

1. First Floor Height Requirements in T5 & T4 Transects (line 7)
 - i. Ines Follow-Up Research
 - ii. Tanya's Recommendation
 - iii. Next Steps

	T5MS	T5Flex	T5N	T4MS	T4N-O	T4N
In effect	16'	16'	12'	16'	16'	12'
Draft 2.0	16'	16'	12'	16'	12'	12'

Yupanqui presented her on-the-ground research on existing first floor heights in Kingston, primarily in T5MS areas along Broadway. The research showed a wide range of first floor heights along Broadway, ranging from 9' to 16'. The Group discussed the implications of this research and closely reviewed the existing built environment in other T5 and T4 transects throughout the City.

CITY OF KINGSTON



The Group discussed options for potential amendments, including lowering first floor height minimums in some zones, or introducing a contextual option to match the adjacent buildings. Agreed to do more research and consult with HLPC and the Building Department before deciding on an approach.

2. Review notes from “Three Big Questions” Discussion (see page 2)

Maki summarized the results of this exercise and requested that this be a recurring agenda item, focusing on how the code is being implemented and if it is a success. On an ongoing basis, the Group should review the types of people and groups that should be engaged. Maki will put together a list of goals based on the intent of the zoning code adoption.

3. Amendment Priorities ([see spreadsheet for specific details](#))

1. [Amendment 1 of 2024 – Recreation Fee](#)
 - i. Status Update
2. [Amendment 2 of 2024 – Organizational Items](#)
3. [Amendment 3 of 2024 Off Street Parking Standards](#)

Starodaj provided a summary of current potential amendment priorities. The Group had an initial discussion on Amendment 3, which would amend the Off Street Parking Standards to change the requirement for ADA parking for projects with three or more units.

4. Street Design Standards

The Group had a discussion on the implementation of the Street Design Standards and their impact on recent street projects. Starodaj said that he would follow up with the City Engineer.

Notes from Three Big Questions Exercise

1. How is zoning code currently being implemented?

- I pulled my notes into a mural board and highlighted some of the possible pain points and opportunities. I probably got a few things wrong so please review. What does success look like? In 5 years? In 20 years?
- 5 years
 - Code is being used and is understood
 - Intent of code has been implemented
 - Consistency of applications
 - Code seen as pivotal to long-term success and affordability of Kingston
 - Diverse use/function of buildings that addresses a sustainable & equitable city

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- More housing that meets needs of city residents
 - 10 years
 - City of kingston can point at successful projects (including housing and business development)
 - 20 years
 - More walkable, mixed use city
 - Greater variety of housing types everywhere
 - More walkable communities
 - More economic/commercial distribution

3. What could we measure?

- Recurring admin pain points by Planning reviewers/staff
- Increased participation across spectrum of application (amateur-pro)
- Amendments and waivers
- Perception is hard to measure
- # of housing units approved
- Time for minor and major projects to be approved
- Perception among professionals and general public
- Surveys completed by the public & gov institutions
- Less questions from applicants
- Less time spent on revisions