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MEMORANDUM

Date: March 5, 2020

To: Mayor and City Council

From: Kris McMaster, City Planner

CC: Greg Hannan, Thom Sheridan, Nick Sugar

Subject: Discussion items for Proposed sections to the Land Development Code for Step 2-Commercial/Business

I. Background Information

The first review of the full Land Development Code (LDC) was in Spring of 2018. The City Council determined at that time, June 15, 2018 to separate the code into three (3) phases. The 1ST Phase -Administrative Revision was reviewed and adopted on October 15, 2019 and became effective November 14, 2019. At the City Council Meeting on February 5, 2019, the City Council directed the administration that the review of 2nd Review Phase - Commercial and Business Land Uses and the 3rd Review Phase Residential Land Uses would be considered in the future as part of a separate request of City Council.

II. Goals for the LDC Phase II Rewrite

As part of the 2nd Phase, staff is proposing to identify and review the sections of the code to amend related to Commercial/Business District by reviewing the 2016 Comprehensive Plan's recommendations for future land use and development and completing the following outreach activities for community guidance and feedback:

1. Open house at City Hall (businesses community focus)
2. Online/Mobile survey
3. City webpage to keep the public up to date
4. Ad-HOC working meeting(s) of Council Liaison and PC Chair & Vice Chair
5. Key Stakeholders include: Chamber of Commerce, Real estate Community, City Departments: Fire/EMS, IT Dept, Economic Development Dept.

III. Potential Amendments for Commercial/Business

- A. Study districts where Assistant Living is permitted (Currently D-3, D-6 & 8). Research permitted use to an acreage, proximity to safety forces and review Districts where use can be permitted
- B. Study Drive Thru's for restaurants in certain districts with design controls (Currently not permitted)
- C. Short Term Rentals (Airbnb's, Vrbo, Kayak etc.) (Airbnb is an online marketplace that connects people who want to rent out their homes with people who are looking for accommodations in that locale.)
- D. Consider green other technologies to incorporate into the code such as Solar Farms or solar shingles for Commercial/Business Districts
- E. District realignment: Consider combining Districts 7/7overlay and District 9 into one District. District 8-Overlay into D-8 (consider housing-mix use-See Focus Area Map)
- F. Commercial minimum lot width's on arterial roads-currently code requires 200ft lot width, consider reducing to 100ft to better conform with existing lots.
- G. Consider removing the one-acre area requirement for Commercial/Business non-conforming lots fronting an arterial road.
- H. Accessory Structures Commercial: Add side yard required setbacks of 15ft and maximum height of 18 ft. Currently the code does not state the requirements for setback and height
- I. Relocate permitted construction hours to the Engineering Standards.
- J. Study which Districts should permit Government Public Works and Service Facilities/Government Power Facilities
- K. Study the overlapping setback regulations for Non-Residential uses. LDC currently has setback standards for use, parking and landscaping all with different criteria.
- L. Study existing regulations for any improved efficiency and ease of interpretation i.e. Commercial/Industrial Submittal Requirements (Match requirements of District 6 & 8)

IV. Conditional Uses to be studied for possible change to permitted use the Business/Commercial Districts

- District 4: a. Bed and Breakfast Inns
- District 5: a. ATM Machines
 - b. Bank and Other Financial Institutions
 - c. Parking lot as a Principle use
 - d. Government Public Works and Service Facilities/Government Power Facilities
- District 6: a. Lodging
 - b. Medical Clinics
 - c. Transportation Facilities without Repairs (Bus Terminal, Depot, etc.)
- District 8 Overlay:
 - a. Assembly and Meeting Halls
 - b. Funeral Home
 - c. Office, Business or Professional
 - d. Transportation Facilities without Repairs (Bus Terminal, Depot, etc.)

V. Code Revisions previously discussed; however, not proposed at this time:

- a. Further District re-alignment
- b. District names revisions to reflect the district character
- c. Reducing total number of districts for residential
- d. Combining Districts 2 and 10 into one residential District R-1

VI. Approximate Timeline for Adoption of LDC Phase II in 2020

- a. **March**-Introduction to City Council Introduction of next 2nd Phase of the Commercial/Business LDC proposed amendments
- b. **April/May**-Engagement with Community Stakeholders
- c. **May/June**-City Council and PC Joint Meeting to introduce top amendments
- d. **June/July**-Framework to put proposed Amendments in to code
- e. **August**-City Council initiates the application by a first reading and refers the application to Planning Commission for review and recommendation. PC has 120 days from receipt of City Councils referral to provide a recommendation to City Council
- f. **September/October**-Planning Commission review of proposed Amendments at Regular Meeting/Special meetings
- g. **October**-PC referral to City Council, City Council to hold a public hearing within 20 days and take final action. To pass the amendments, 5 City Council members shall approve
- h. **November**-City Council adoption requiring a 30-day public inspection period of the proposed LDC revisions