



## Town Council Agenda Report

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Date: December 8, 2020 Item No. 10

To: Honorable Mayor and Town Council

Subject: UPDATED SCHEDULE OF FUTURE DEVELOPMENT CODE  
AMENDMENT DISCUSSIONS

From: Douglas Robertson, Town Manager

Submitted by: Lori Lamson, Assistant Town Manager

Budgeted Item:  Yes  No  N/A

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### RECOMMENDED ACTION:

Receive and file

### SUMMARY:

On May 1, 2019 the Planning Commission and the Town Council held a joint workshop to discuss issues related to the current regulations of the Development Code. Most of these issues involved non-residential development, with a few exceptions. At that meeting direction was given to staff to initiate Development Code Amendments for certain items and also bring back some issues to the Council for further discussion. Initially over 36 items were identified at the May 1, 2019 meeting and an additional 27 items have been added to this list by the Town Council and staff since this initial joint meeting. Staff has completed 58 of the 63 items identified. Attached is an updated schedule that identifies these amendments and discussion items. The items that have been highlighted have been completed. The table shows the tentative schedule that these items will be brought forward to the Planning Commission and Town Council for consideration.

Each Amendment requires a recommendation from the Planning Commission and Adoption of first and second reading by Council. Discussion items would require a step of initiating an amendment to then forward to the Planning Commission for review and recommendation, followed by the Council adoption. Each of these items can take 4 to 6 months to process individually.

Staff determined the priority of the items through the discussion that took place at the workshop. The schedule attached is fluid and can be modified by staff or the Council depending on staffing and Council priorities.

**Fiscal Impact:**  
Not Applicable

**Attachments:**  
Development Code Amendment Schedule

Entitlement #	Description	TC Initiation Date	PC Hearing	TC Hearing	2 <sup>nd</sup> Reading	Effective Date	Staff
GPA 2019-001 DCA 2019-004	1. Remove 8-acre minimum lot size for Regional Commercial property development to allow phased development.	5/1/2019	6/19/19	8/13/19	8/27/19	9/27/19	LL
DCA 2019-005	2. Allow Administrative review of new development that is greater than 50,000 square feet. 3. Remove the Use Permit requirements as it pertains to physical development and replace it with appropriate type of Development Permit (DP) requirement. 4. Expand the lapse of time for a Variance 5. Modify language in Extension of Time for entitlements to extend the life of the permit (DP, Use Permits, Variances) 6. Explain the Development Advisory Board process in the Pre-application Conference (9.12.020) section of the Code 7. Remove the Entertainment Village Overlay District (Chapter 9.66) which does not exist anymore. 8. Reduce the number of findings for CUP, DP and Special Use Permit (SUP)	5/1/19	6/19/19	8/13/19	8/27/19	9/27/19	PC
DCA 2019-006	9. Modify the definition of “manufacturing” to allow assembly as an ancillary use to a commercial or industrial business.	5/1/19	8/7/19	10/8/19	10/22/19	11/21/19	LL

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DCA 2019-007	<p>10. Identify a new use that could categorize micro brews, brew pubs, and craft distilleries, coffee roasters that manufacture these edible products and typically include tasting, entertainment, and food service.</p> <p>11. Consider expanding PF (Public Facilities) zone to allow for restaurants</p>	5/1/19	8/21/19	9/24/19	10/8/19	11/7/19	PC
DCA 2019-008	<p>12. ADU regulations on a corner lot to be reduced</p> <p>13. Definition of a corner lot to be revised</p>	5/1/19	8/7/19	9/24/19	10/8/19	11/7/19	PC
Discussion	<p>14. Multi-Family Residential Discussion</p> <p>15. Joint Workshop with PC &amp; TC</p>	8/27/19	11/20/19	11/20/19			LL
DCA 2019-009	<p>16. Expand existing use tables to consider current trends and remove outdated language. Also consider modifying the approving authority.</p> <p>17. Reduce the amount of projects that require Planning Commission approval</p>	5/1/19	9/4/19	10/22/19	11/12/19	12/12/19	PC
DCA 2019-010	<p>18. Expand the use of Deviation Permits</p> <p>19. Allow for more flexibility for projections into yards and height limits through Deviation Permit</p>	5/1/19	9/4/19	10/22/19	11/12/19	12/12/19	PC

Entitlement #	Description	TC Initiation Date	PC Hearing	TC Hearing	2 <sup>nd</sup> Reading	Effective Date	Staff
Discussion	20. Discuss the need for fencing of outside storage and on-site improvements for non-residential storage. 21. Discuss the use of metal cargo containers in non-residential zones, including non-conforming residential development in industrial or commercial zones.	9/10/19					LL
DCA 2019-011	22. Allow for Intensity Bonus or Concessions for sustainable, environmentally supportive or affordable housing to be reviewed and approved by Director.	5/1/19	9/18/19	11/12/19	12/10/19	1/9/20	PC
DCA 2019-015	23. Non-conforming Multi-family 2-4 units will allow them to re-build if building is destroyed.	5/1/19	11/6/19	12/10/19	1/14/19	2/13/19	PC
Discussion	24. Reduce Propane/water tank setbacks and other ancillary setbacks in commercial zones 25. Reduce setbacks when lush landscaping is provided	11/12/19					LL
DCA 2019-013	26. Include a description of other Development Impact Fees in the Subdivision Section (9.71.055) of the Code where it refers to the regulations of the Quimby requirements.	5/1/19	11/6/19	1/14/20	1/28/20	2/28/20	PC
DCA 2019-012	27. Administrative review of amendments to approved projects	5/1/19	11/6/19	2/11/20	2/25/20	3/25/20	PC

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DCA 2019-014 SPA 2005-001 Amendment No. 8	28. Expand they type of fencing for screening storage areas of developed commercial and industrial zones to opaque materials including vinyl fencing or solid metal. Also, do not allow chain link to screen storage, with the exception of the C-V and C-S zones 29. Allow 2 cargo containers in C-S zone consistent with the current exception for C-V zone. Clarify screening or enhancement requirements to cargo containers in other commercial or industrial zones, otherwise cargo containers are prohibited.	9/10/19	11/6/19	12/10/19	1/14/20	2/13/20	LL
DCA 2019-016 MCA	30. Cannabis cultivation penalties	Staff/Town Attorney initiated	12/18/19	2/11/20	2/25/20	3/25/20	CM/GE
Ad Hoc	31. Creation of Ad Hoc Committee to review R-M standards	11/20/19	2/19/20	1/14/20			LL
Discussion Tabled	32. Discuss the Sign Code 33. Discuss reducing regulations for the use of digital signs	1/14/20					PC
DCA 2019-017	34. Allow ADU's to develop under current regulations on lots with existing legal non-conforming single family residences. Also, update to comply with 10/19 legislation.	5/1/19	12/4/19	3/10/20	3/24/20	4/24/20	PC

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DCA 2020-001	<p>35. Reduce and Compare Parking standards with current trends</p> <p>36. Allow required parking for automotive repair uses be inclusive of parking spaces used for vehicles awaiting service.</p> <p>37. Consider allowing an administrative review for shared parking agreements rather than a CUP.</p>	5/1/19	10/7/20	11/10/20	12/8/20	1/8/21	PC
DCA 2020-005	<p>38. Landscape Setbacks and buffering</p> <p>39. Discuss reduction in landscaping requirements for all non-residential zones Landscaping requirements need to be consistent with ADA requirements.</p>	11/12/19	7/15/20	8/25/20	9/8/20	10/8/20	LL
DCA 2020-002	40. Expand Section 9.15 “Commercial/Industrial Revitalization Permits” to allow for new construction and expansion in Village and Infill development Town-wide by allowing more exemptions and relief in parking, setbacks, etc. to be reviewed by the Director	5/1/19	7/15/20	8/25/20	9/8/20	10/8/20	PC
MCA	41. Massage Therapy Establishment Regulations	9/24/19	n/a	7/28/20	8/11/20	9/11/20	CM
MCA	42. Street Vendor Regulations	9/24/19	n/a	10/13/20	10/27/20	11/27/20	GE
Discussion	43. Initiation of DCA for Recycle Vending Facilities	4/14/19					CM

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DCA 2020-007	44. Requiring new mobile homes to be maximum of 20 years old.  45. Update manufactured home regulations	5/1/19	9/2/20	10/27/20	11/10/20	12/10/20	PC
DCA 2020-006	46. Consider restricting Gas Stations from occupying more than two hard corners in an intersection, but allow development of a gas station a reasonable distance away from hard corner.  47. Accessory Tank locations and screening	5/1/19  11/12/19	7/15/20	8/25/20	9/8/20	10/8/20	LL
Discussion	48. Discussion of Cargo Containers agendized on 1/14/20 - Tabled	7/14/20					LL
DCA 2020-008	49. Recycle Facilities	4/14/20	10/7/20	12/8/20	1/12/21	2/12/21	PC
DCA 2020-	50. Clean up all Development Code inconsistencies in Commercial and Industrial sections and organize the Development Code to remove redundancies. 51. Expand the use of TUP's 52. Provide distinction in Code that identifies Federal, State, Local and other agency regulations	5/1/19	1/20/21	2/23/21	3/09/21	4/09/21	PC
Ad Hoc Committee	53. Ad Hoc Committee to meet and discuss R-M standards – 10-8-20	11/20/19					LL/PC
Discussion of Ad Hoc Recommendations	54. Ad Hoc Committee recommendations to initiate a Development Code Amendment for R-M standards	11/10/20					LL/PC



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DCA 2020-009	55. Modifications to wireless telecommunications regulations regarding removal of preferred location, relaxation of standards, and added setbacks to residential use.	7/14/20	10/7/20	11/10/20	12/8/20	1/8/21	DA
DCA 2020-010	56. Light Ordinance and removal of Dark Sky Policy references	8/25/20	10/21/20	12/8/20	1/12/20	2/12/20	PC
DCA 2020-003	57. Discuss drive through queuing requirements to allow for flexibility to increase and decrease requirements by Director 58. Reduce regulations for menu boards affiliated with drive through establishments 59. Discuss hours of operation of drive through establishments, adjacent to residential, currently allowed between 6 am and 10 pm. Allow for Director Review and issuance of use permit with mitigation/conditions to reduce impacts to adjacent residential. 60. Clean up code related to drive through lanes and remove requirements from graphics and insert into text.	5/1/19	11/4/20	1/12/21	1/26/21	2/12/21	PC
DCA 2020-	61. Changes to R-M Standards	11/10/20	2/17/21	3/9/21	3/23/21	4/23/21	PC/LL
Discussion	62. Discussion of Single Family Development Regulations amended on 12/10/19 for discussion for initiation of DCA	3/23/21					PC/DA

Discussion	63. Discussion of Tract Map and Parcel Map regulations agendized on 10/27/20 for discussion for initiation of DCA	TBD					PC/DA
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