



# Unified Zoning Ordinance Technical Committee Meeting

## Component 2: Administration

September 19, 2007

# This Section Will...

- Refine or create an approval process for each type of zoning-related review (of 22 types of review, 11 are new)
- Create an application process (new)
- Improve public notice requirements
- Establish neighborhood meeting requirements for certain reviews (new)
- Refine or create the responsibilities for each administrator and board (partially new)

# Types of Reviews to be Included

- Development of Regional Impact
- Comprehensive Plan Amendment
- Rezoning
- Rezoning, Planned Development
- Zoning Text Amendment
- Site Development Plan
- Traffic Impact Analysis
- Special Use Permit
- Temporary Use Permit
- Accessory Use
- Home Occupation

*Reviews in red indicate a process we do not currently have.*

# Types of Reviews to be Included

- Wireless Telecommunications Facilities
- Sign Permit
- Master Sign Permit
- Local Historic District Nomination
- Local Historic Property Nomination
- Certificate of Appropriateness (Landmark District)
- Certificate of Appropriateness (all other local districts)
- Administrative Adjustment
- Variance
- Written Interpretation
- Appeals

# Why Include Application Info?

- To better inform the applicant
- To establish a consistent process  
(aspects may vary depending on type of application)
- To create a pre-application requirement for certain types of applications; a completeness review; and, a sufficiency review.
- To clarify the review process when two or more applications for the same project are submitted concurrently

# Why Include Public Notice Info?

- To better inform the applicant and the public
- To establish a consistent process  
(aspects may vary depending on type of application)

# Neighborhood Meetings...

- This is a new requirement for some types of reviews
- Allows developer to present plans to neighbors before submission
- Neighborhood concerns may be mitigated prior to submission
- Likely to result in fewer continuances by Planning Commission

# Today's Tasks

- **Review and discuss the following sections:**
  - 3.1: Purpose of Article
  - 3.2: Development Review Application Procedures
  - 3.3: Public Notice
  - 3.4: Neighborhood Meetings
- **Assignment to review the following sections for later discussion:**
  - 3.10: Zoning Text Amendment
  - 3.24: Administrative Adjustment
  - 3.25: Variance
  - 3.26: Written Interpretation

# Drafts

- **Completed and Waiting for Staff Discussion**
  - 3.5: Time Limitations
  - 3.13: Special Use Permit
- **Under Review**
  - 3.20: Local Historic District Nomination
  - 3.21: Local Historic Property Nomination
  - 3.23: Certificate of Appropriateness for Local Historic District
- **Underway**
  - 3.6: Development of Regional Impact
  - 3.18: Sign Permit
  - 3.19: Master Sign Plan

# Drafts