



MCKENNA

Memorandum

TO: Grosse Pointe Park Staff
FROM: McKenna Zoning Ordinance Team
SUBJECT: **Zoning Ordinance Update - Summary**
DATE: September 13, 2023

BACKGROUND

A Zoning Ordinance is a living document, which means that it must evolve to changes within the community as well as changes outside of the community, such as amendments in the law. Grosse Pointe Park’s Zoning Ordinance has not been updated holistically in years, which means there are many opportunities to revise, improve, and modernize the Ordinance.

The following summary provides an overview of the proposed changes to the Ordinance by each Article that we’ve updated or created new, including our methodology and ordinances that were referenced for the updates.

RECOMMENDATION / NEXT STEPS

The proposed Zoning Ordinance is one step forward to implement the shared vision of the community’s adopted Master Plan. As new development is proposed, it will be designed and located to promote Grosse Pointe Park’s long-term vision.

Before you is a **partial draft, which we are asking for your time and attention to review.** The items included are some of the most important chapters in the ordinance, which deal with dimensions, uses, and approval procedures. We ask for your assistance in reviewing these sections to ensure they are ready to discuss with the public at the planned engagement events, where we expect these sections to be of great interest. Following the staff review of these sections, the outstanding sections will be completed and sent to you for review and the engagement events will be scheduled in collaboration with the City.

We look forward to discussing this critical tool soon! Thank you.

Respectfully submitted,

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Proposed and Existing Table of Contents Comparison

Proposed Table of Contents	Existing Table of Contents
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2 – Zoning Districts and Zoning Map	Article III. Zoning Districts and Map
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NR-1 Neighborhood Residential District 1	Art. IV R-B Residential Districts
NR-2 Neighborhood Residential District 2	Art. V. R-C Residential Districts
NR-3 Neighborhood Residential District 3	Art. V. R-D Residential Districts
	Art. VI. OS-1 Office Service District
NMU (B) Neighborhood Mixed-Use District (Charlevoix)	Art. VII. B-1 Local Business District
CBD (B) Central Business District (Kercheval)	Art. VII. B-1 Local Business District
CMU (B) Corridor Mixed-Use District (Mack/Jefferson)	Art. VII. B-1 Local Business District
TD – Transition District	Art. IX. P-1 Vehicular Parking District
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Proposed 2023 City of Grosse Pointe Park Zoning Ordinance Updates by Article

Listed below are key changes proposed with this Zoning Ordinance update within each of the articles ready for City review as of June 15, 2023. In addition to the update summary, we also provide questions to the City.

ARTICLE #1: TITLE, SCOPE, AND PURPOSE

This article should be self-explanatory. Please let us know if you have any questions, concerns or corrections.

ARTICLE #2: ZONING DISTRICTS, LAND USES, AND THE ZONING MAP

Zoning Districts and Overlays. We created new zoning districts to accommodate RRC Best Practices by adding missing middle housing and prioritizing mixed-use districts. Below is a summary of the new zoning districts.

Code	Zoning District	Zoning District Intent Statement
Civic	Civic and Parks District	Provides an environment of buildings and active and passive spaces for public use, including city facilities, parks, schools, and religious institutions.
ER	Estate Residential District	Provides an environment of low-density single-family dwellings along with other uses that serve the residents in the district.
NR-1	Neighborhood Residential District - 1	Provides an environment of low-density single-family dwellings along with other uses that serve the residents in the district. Higher densities of dwellings are permitted within the city under the NR-1 zoning district than the ER District.
NR-2	Neighborhood Residential District - 2	Provides an environment of intermediate density one-family to two-family dwellings along with other uses that serve the residents in the district.
NR-3	Neighborhood Residential District - 3	Provides an environment of intermediate density with a mix of housing types from single-family homes to six or more attached terrace dwellings along with other uses that serve the residents in the district. Higher density developments are subject to special conditions regarding lot size and lot coverage and require Planning Commission approval.
NMU	Neighborhood Mixed-Use District	Permits daily services and goods to be readily available for the surrounding neighborhoods in addition to context-sensitive live/work developments, residential units, office, and smaller-scale commercial uses that lend themselves to encouraging a walkable, pedestrian oriented neighborhood. This district is intended to accommodate a less intensive mix of uses than Grosse Pointe Park's more intensive, auto-focused business districts and major thoroughfares. Permitted uses include retail, personal services, live/work units, upper floor residential and office uses.
CBD	Central Business District	Permits small to medium scale mixed-use development that encourages pedestrian, bicycle, and transit uses as a means of



		accessing and supporting these developments. This includes a variety of commercial, office, recreation, civic, and residential uses to enhance the vitality and appeal of the corridor. This district further intends to protect the integrity of the surrounding residential uses by requiring the installation of landscaping, buffers, etc. at its borders with adjacent residentially zoned districts, as necessary. The district requires build-to widths, high levels of transparency on the front building facade, frequent entrance spacing, and ground floor elevation at or near sidewalk grade. This promotes a legible street wall and activates the public realm with pedestrian activity and visual interest.
CMU	Corridor Mixed-Use District	Provides a “city identity”, indicating to residents and visitors that they are in Grosse Pointe Park while supporting a mix that includes more auto-oriented uses, while remaining walkable, with diverse uses, including mobile vendors, and increased night-time population.
TD	Transition District	Supports local businesses by allowing parking lots as automatically permitted uses. In addition to parking lots, the district acts as a transition from residential neighborhood to a commercial neighborhood by either providing parking or light neighborhood commercial uses.

Land Use Table. Previously, the Ordinance did not have a summary use table where all permitted uses were detailed in one location. Use tables are convenient for business and property owners so that they can understand what types of uses are allowed on their property in an “at-a-glance” view. In addition, the proposed uses of the Ordinance were expanded upon and modernized. For instance, new uses such as missing middle housing, event halls, boutique hotels, breweries, artisan spaces, live/work units, and other uses were added or expanded upon. Specific use standards were also assigned to uses such as bars and vehicle-related facilities which may have external impacts.

Question:

“Economy efficiency Dwellings” equates to “tiny homes”. Do we want to allow them, and if so, where?

Manufactured dwellings appear in the existing Ordinance. We want to ensure we’re allowing them where it makes sense to you.

Child Care and Foster Care facilities are spelled out in the land use table. In which district(s) do you want to allow them and up to what capacity?

We added “boat wells” as an accessory and special land use within the Estate District. What additional use standards should boat wells have? For example, should we assign any dimensional limitations? See existing standard 27-231.



Zoning Map. The Zoning Map was also updated to reflect the most recent parcel data of 2022 and illustrates each of the new zoning districts.

Question:

In the map included with this submission, we have modified the locations of many residential districts, based on general density, lot sizes and housing types. Do you agree with our assessment of the residential districts? Where would you draw them?

ARTICLE # 3: USE STANDARDS

Some uses require more discretion, or additional standards, to protect the health, safety and welfare of the community. Most of these uses are represented with an asterisk* in section 2.7 land use table, but some are accessory uses added to this section (e.g., pools, parking and storage of commercial vehicles). Examples of uses that require additional standards are: mobile vending, outdoor sales, outdoor dining, boat wells, religious institutions, gas stations, drive-thru facilities, and home occupations.

Questions:

Mobile Vending and Outdoor Sales. *Mobile vending and outdoor sales are tools to placemake and activate underutilized corridors, parks, parking lots. Do you agree with the idea of differentiating between short term and long term uses? Short term uses allow for more flexibility; vendors can operate without a license/permit one day a week. However, long term uses require a permit yet can operate as many days as they wish, granted they meet all the general standards.*

Mobile Vending and Outdoor Sales. *When a permit/license is needed, what does the city prefer? Do they prefer a permit through the Building Department or a license through the City Clerk?*

Boat Wells. *What size limitations do we want to assign boat wells?*

Religious Institutions. *Do we want to differentiate between major and minor religious institutions? Major institutions would be treated as a SLU; minor would be allowed by-right. See suggestion below:*

Definition: An institution that people regularly attend to participate in or hold religious services, meetings, or other activities. Also known as “place of worship” or “church”. The term “church” shall not carry a secular connotation and shall include buildings in which the religious services of any denomination are held.

- 1) Religious Institution, Major. A religious institution that has the Fire Code occupancy level of greater than 100 people.*
- 2) Religious Institution, Minor. A religious institution that has the Fire Code occupancy level of 100 people or less.*

Use Standards: *What use standards do we wish to assign to religious institutions, if any?*



ARTICLE #4: SCHEDULE OF REGULATIONS, BUILDING FORM, AND DESIGN STANDARDS

Schedule of Regulations. Updates to this article offer modified dimensional standards for each district. Per City feedback received in January 2023, we streamlined setback requirements for corner lots (see Footnote G in proposed Ordinance) and increased height allowance in the mixed-use commercial corridors. We also referred to past variance discussions for properties located on Devonshire and Wayburn to inform the updated dimensional requirements. The schedule of regulations follows RRC Best Practices by requiring minimum façade heights for mixed-use commercial buildings. See Appendix A for the existing schedule of regulations.

Footnotes. To present a more user-friendly ordinance, we revised the existing footnote section with new, more succinct regulations. Below is a summary table of the updates and changes.

Existing Footnote	Existing Language	Revision
A (R-C, min lot size)	A lot area of not less than three thousand six hundred (3,600) square feet per dwelling unit shall be required for two-family dwellings in a Residential C District.	Removed.
B (R-D, min lot size)	A lot area of not less than two thousand five hundred (2,500) square feet per dwelling unit shall be required for two-family dwellings in a Residential D District.	Removed.
C (R min lot size)	In any case where at least fifty (50) percent of the frontage in the block on the same side of the street is occupied by residences, no dwelling shall be erected or used on any lot having a frontage of less than ninety (90%) percent of the average lot frontage nor having an area of less than ninety (90%) percent of the "average lot area" in the block. Such "average lot frontage" shall be determined by taking the average of the frontage of the improved residence lots in the block on the same side of the street, but in determining said average, the largest improved lots, in number not to exceed one-quarter (1/4) of the total improved lots, may be excluded.	Removed.
D (R-A, R-B front setback)	Where, at the time of passage of this Ordinance, more than fifty (50%) percent of the lots on one (1) side of a street between two (2) intersecting streets within a Residential A or B District are occupied by dwellings having a front yard of greater depth than twenty (20) feet, any dwelling thereafter erected on any one of such lots shall have a front yard not less in depth than the average front yard of such existing dwellings, but this shall not require a greater depth than fifty (50) feet in any case	Removed.
E (R-C, R-D front setback)	Where, at the time of passage of this Ordinance, more than fifty (50%) percent of the lots on one (1) side of a street between two (2) intersecting streets within a Residential C or D District are occupied by dwellings having a front yard of greater depth than fifteen (15) feet, any building thereafter erected on any one (1) of such lots shall have a front yard not less in depth than the average front yard of such existing dwellings; but this shall not require a greater depth than thirty five (35) feet in any case.	Removed.
F (R rear setback)	On a lot occupied by a church or other building in which persons congregate, or which is designed, arranged, remodeled, or normally used for the congregation of persons in numbers in excess of twenty-five (25), the depth of the rear yard shall be not less than forty (40) feet.	Simplified. See new Footnote I.



G (R rear setback)	The depth of a rear yard abutting upon a street shall be not less than the depth of the front yard required for a building of the same size and kind on an adjoining lot fronting on such rear street.	Simplified. See new Footnotes H and K.
H (R side setback)	The width of a side yard abutting upon a street shall be not less than the minimum front yard depth required on an adjoining interior lot within the same or a less restricted district fronting upon such side street, but this shall not reduce the buildable width of any lot of record at the time of passage of this Ordinance to less than twenty-five (25) feet at the ground story level. Provided, however, that where the sidewall of a building exceeds fifty (50) feet in depth, the width of the side yard opposite the portion in excess shall be not less than ten (10) feet.	Simplified. See new Footnotes C, D, and E.
I (O, B side setback)	No side yards are required along the interior side lot lines of an Office Service, Local Business, or General Business District, except as otherwise specified in the Building Code, provided that if walls facing such interior side lot lines contain windows, or other openings, side yards of not less than ten (10) feet shall be provided.	Removed.
J (R-D rear setback)	One-half (½) the width of an alley may be utilized for required rear yard setbacks in any zoning district.	No change; kept standard as is. See Footnote H.
K (R rear setback)	Yard setbacks on the lake side of a lot shall not be less than the average setback of the residential buildings located on the adjacent lots on each side of such lot. Where no residential buildings exist on either of the adjacent lots on each side of such lot, said lake side setback shall be not less than the average setback of the nearest residential buildings on each side of such lot.	Simplified. See new Footnote B.
L (O front and side setback)	Any lot within an Office Service District and located in a block also containing lots within an Residential A District shall have a yard fronting on the street abutting such block not less in depth than the average front yard of existing buildings on such block, but this shall not require a greater depth than fifty (50) feet in any case.	Removed.
M (R-D, O, B min lot size)	A lot area of not less than two thousand two hundred and fifty (2,250) square feet per dwelling unit may be allowed for multiple family dwellings in a Residential D District.	Removed.
N (R height)	Where more than fifty (50%) percent of the lots on both sides of a street between two (2) intersecting streets or other boundary ending a street and within a residential district are occupied by dwellings, any dwelling unit thereafter erected shall have a building height of not less than ninety percent (90%) of the average of the existing dwellings in such area	Removed.
O (R height)	Where more than fifty percent (50%) of the lots on both sides of a street between two (2) intersecting streets or other boundary ending a street and within a residential district are occupied by dwellings, any dwelling unit thereafter erected shall have a building height no greater than the lesser of (i) that allowed by this Code or (ii) either one hundred and ten percent (110%) of the average of the existing dwellings in such area or thirty (30) feet, whichever is higher.	Removed.
P (R side setback)	The required side yard setback for each side of a zoning lot in a residential district shall be no less than: (a) the applicable number of feet provided in the schedule of regulations, or (b) a total of one foot for each ten feet of the length of the front lot line of such lot up to sixty (60') feet, plus one and one half (1.5') feet for each ten feet of the length of the front lot line of such lot	Simplified. See new Footnote C.



	up to sixty (60') feet, providing that the maximum required side yard setback in a Residential D District shall be fifteen (15) feet.	
Q (R-D, O, B height)	When located on a street designated as a County Primary Road, the maximum height for any terrace dwelling shall be 65 feet, when located on a street designated as a major street or a secondary street adjacent to a city boundary, the maximum height for any terrace dwelling shall be 55 feet, when located on a street designated as a secondary street not adjacent to a city boundary, the maximum height for any terrace dwelling shall be 45 feet. such height as limited in this footnote (q) shall be measured as actual height and not as mean height.	Removed.

Residential Building Form and Design Standards. This section was developed based on the conversations with the Planning Commission conducted in early 2023. These sections set general design criteria for all new residential construction, such as window details, facade materials, and porch design. The intent of this section is to establish a desired building form without being overly prescriptive.

Commercial Building Form and Design Standards. To design attractive commercial corridors, additional building form and design standards are proposed for commercial mixed-use districts. New design elements provide guidelines on primary entrances, blank wall lengths, first floor minimum glass percentage, additional floor minimum glass percentage, permissible lighting, materials and colors, and additional architectural features as required. To facilitate understanding of these standards, form-based code graphics were created.

Question:

Please review the Footnotes table. Did we synthesize the desired regulations correctly? Did we miss anything?

Please review the Schedule of Regulations. Did we get the dimensions right? For example, do you agree with the changes to maximum height?

Do you agree with the new standards for maximum impervious surface area? See new footnote P regulating imperviousness in front yards.

ARTICLE #5: PARKING, LOADING, AND ACCESS

Parking. This section was developed based on the parking regulations in the existing Ordinance, current data on parking demand, the 2021 city-wide parking study, and the 2023 student project on the parking along Kercheval. This chapter sets standards for parking location and quantity, as well as use (including prohibited uses). Parking lot landscaping standards will be provided in the landscaping chapter at a later date.

Question:

Are there any uses which routinely cause a nuisance to neighborhoods through over-parking, either by employees or patrons?

Is the City comfortable continuing to allow curb-stops, rather than full curbs, in off-street parking lots?

ARTICLE #8: SIGNAGE



Signage. This section was developed based on the conversations with the Planning Commission conducted in early 2023. We also incorporated best practices and our knowledge of state and federal case law into the chapter. These signage regulations pertain to both commercial and residential signs, with attention paid to freedom of speech in residential districts.

Question:

Do the temporary signage regulations make sense when considering the City’s permitting procedure? Should other allowances be made for temporary signage that have not yet been included?

ARTICLE #10: ZONING PLAN REVIEWS

While the City allows for the administrative review of plot plans, it is unclear what types of projects qualify for this type of review. Additionally, the site plan review process is unclear. Updates to this section propose two types of zoning plan review processes: an administrative plot plan and a planning commission site plan.

Types of Project Plans.

Development Review	Types of Projects	Review Authority	Contents
Administrative Plot Plan	<p>Renovation / Construction</p> <ul style="list-style-type: none"> Renovation, addition to or construction of a one- to two-family structure (up to 4 units). Construction of a new accessory structure. Change in building height that does not add floor area. Projects that involve minor modifications and do not require special land use or variance. Minor modifications are defined as a change to an existing building that does not increase the footprint by more than 25%. <p>Re-Use / Re-Occupancy</p> <ul style="list-style-type: none"> Re-use, re-occupancy or existing multi-family structures that do not require site modifications. <p>Temporary Uses</p> <ul style="list-style-type: none"> Temporary uses and structures (including outdoor sales and dining). <p>Exterior Site Improvements</p> <ul style="list-style-type: none"> Change in building height that does not add floor area. Infrastructure and paving improvements including sidewalks and pathways. Landscape updates, including but not limited to excavating, filling, removing soil. Non-structural architectural design changes to non-residential uses. Modification, resurfacing or expansion of existing off-street parking, stacking spaces or loading and unloading areas less than 10%. Construction, relocation or erection of signs, screening walls, fences, walls, waste receptacles, sidewalks, antennas, lights, poles, cooling/heating or other mechanical equipment. Modifications to comply with accessibility requirements. 	Building Official / Director of Public Services / City Planner	Plans must be drawn to scale. See criteria listed in the following sections. Additional requirements are at the discretion of the Zoning Administrator or their designee.



Planning Commission Site Plan	<p>New Construction</p> <ul style="list-style-type: none"> Projects that involve (not minor) new construction. <p>Special Planning Process</p> <ul style="list-style-type: none"> Projects that involve a special land use, variance and Planned Unit Development. <p>Intensified Uses</p> <ul style="list-style-type: none"> Change of use to a more intensive use, which may result in changes in parking, hours of operation, physical character of the site 	Planning Commission	Plans require a certified land survey stamped and sealed by a licensed architect/engineer/build er/land surveyor and landscape architect.
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All Projects Require Planning Commission Site Plans, unless Specified Otherwise. All projects require a Planning Commission site plan, unless specified otherwise by the Director of Public Services and unless the project falls within one of the Administrative Plot Plan categories. Special land uses, variances and planned unit development projects require site plans.

Administrative Plot Plans. Administrative reviews are beneficial to communities because by not requiring a public body meeting, applicants save time and money, which supports business friendly and economic development goals. Administrative review is permitted when there are minor site modifications. One way to define a minor site modification is if the project proposes an addition to an existing building that does not increase the footprint by more than 25%.

Zoning Plan Flowchart. During the January 2023 meeting, we heard that the City desired a straightforward outline of a typical planning project process. For this reason, we provide the flowchart within this article.

Question:

Do you agree with the two types of Zoning Plan reviews (plot plan and site plan)? Is it easy to understand what types of projects qualify for a site plan or plot plan review?

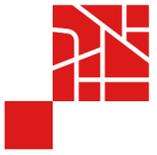
Do you agree with the definition of a minor site modification? “A minor site modification is if the project proposes an addition to an existing building that does not increase the footprint by more than 25%.”

Should we allow the Director of Public Services/Building Official to have final authority of site plans regarding permitted uses, as opposed to Planning Commission? (Planning Commission would still oversee Special Land Uses and site plans for Special Land Uses.

Please verify the Zoning Plan Review Process by reviewing the flowchart. Are any modifications needed?

ARTICLE #11: SPECIAL LAND USE REVIEW

The City does not have a special land use review process. Special land use reviews are important because they offer more types of uses for developers along with discretion from the City. There are three types of uses within a zoning district: permitted, not permitted and special land uses. Special land uses are uses that are more intense than permitted uses and therefore require more discretion when allowing them to operate within the city. A special land use review process involves a public hearing in front of Planning Commission for their approval. All special land uses must be accompanied by plans and information demonstrating compliance with current zoning requirements and special land use criteria. The review criteria are meant to ensure that the special land use can



operate without adversely affecting public health, safety, and welfare. Approval standards are based on MSU Extension and RRC Best Practices.

Special Land Use Approval Standards.

1. **Compatibility with Adjacent Uses.** The proposed use must be compatible to the adjacent uses. Explain how this Special Land Use will be compatible with adjacent uses minimizing the impact of site activity on surrounding properties. Include location and screening of vehicular circulation and parking; location and screening or outdoor storage; hours of operation, bulk and placement of proposed structures in relation to surrounding uses, impact of parking or traffic, use alignment, etc.
2. **Consistency with Master Plan.** The proposed use must be consistent with the goals and vision of the Master Plan and any other strategic plans relevant to the area. How is this Special Land Use consistent with the policies of the Master Plan and other relevant strategic plans?
3. **Adequate Service by Essential Public Facilities.** The proposed use must be in a place that is served by essential public facilities and services. Is this Special Land Use located so as to be adequately served by essential public facilities, such as highways, streets, police, water and sewage, etc.? Explain.
4. **Impact on Pedestrian and Vehicle Traffic.** The proposed use must minimize the impact of the traffic generated by proposed use on surrounding uses. Does the location of the proposed Special Land Use within the zoning district minimize the impact of the traffic generated by the proposed use? Consider: proximity and access to major thoroughfares; estimated traffic generated by proposed use; proximity and relation to intersection; adequacy of driver sight distances; location of and access to off -street parking; required vehicular turning movements; and provision for pedestrian traffic.
5. **Establishment of a Nuisance.** The proposed use must not generate activities that are detrimental to the public health, safety, and welfare. Are there any detrimental effects or nuisances involved in the Special Land Use and how are these nuisances mitigated? Consider production of traffic, noise, vibration, smoke, fumes, odor, dust, glare, light, etc.
6. **Improvement to Community.** The proposed use must provide the maximum feasible improvement to the community and cannot interfere with adjacent land use or buildings. How does the Special Land Use enhance the surrounding environment and community? Consider the landscaping and other site amenities, and the bulk, placement, and materials of construction of proposed structures in relation to surrounding uses.
7. **Protection of Residential Character.** The proposed use must not change the character of a residential neighborhood. In granting this Special Land Use, will it result in a small residential area being substantially surrounded by a non-residential development or incompatible uses? Explain.
8. **Alignment with Zoning Ordinance.** The use must abide by the intent of the Zoning District and Zoning Ordinance. Explain how this application for Special Land Use approval meets all specific criteria and design standards for the specific use outlined in the Zoning Ordinance.

Question:

Please verify that you agree with the Special Land Use Approval Standards. Do they capture the review needs for the City? Are any modifications needed?

Who should be the final authority over special land uses? City Council or Planning Commission? If Planning Commission is the final authority, then developers and business owners only have to attend one public meeting, which makes a more business friendly and efficient environment.



ARTICLE #12: TEXT/MAP AMENDMENTS (REZONINGS)

A Zoning Ordinance is a living document, which means that it must evolve to changes within the community and outside of the community—such as amendments in planning law. Amending a zoning ordinance means the community is modernizing its policy to reflect the changing needs and desires of the community. Furthermore, a zoning ordinance is the primary tool to implement the Master Plan. Zoning ordinances are encouraged to be amended so they match the vision of the Master Plan.

The city of Grosse Pointe Park did not have a text/map amendment process. The proposed policy outlines the approval standards and application process to make amendments to the Zoning Map or Ordinance. Furthermore, the process outlines a conditional re-zoning option for applicants. Conditional rezoning is where an applicant wishes to petition to change the zoning of a parcel(s), with conditions. To reduce controversy or concerns regarding the rezoning request, the applicant might volunteer to offer conditions that restrict the use of the parcel(s). For example, an applicant wants to open an ice cream store in a residential district, so they need to rezone their parcel to a commercial zone. To avoid allowing all types of commercial uses on that parcel, the applicant submits a condition that only ice cream stores can operate on that parcel. If the zoning amendment is approved something like a deed restriction is placed on the parcel so that only the restricted uses are possible to occur on the parcel. Only applicants can voluntarily offer conditions; the city is prohibited from requiring conditions.

Question:

Does the City agree with offering conditional re-zonings?

ARTICLE #16: ADMINISTRATION AND ENFORCEMENT

Someone has to ensure that this ordinance is being followed thoroughly. This article lays out those administrative entities and responsibilities. City Council, the Planning Commission, Zoning Board of Appeals and the Public Services Department all play roles in adopting, amending, interpreting and applying this ordinance and taking remedial action when compliance does not occur.

The City Council will adopt the final Zoning Ordinance. It sets fees and approves Planning Commission members.

Meeting at least quarterly, the Planning Commission formulates and amends the Zoning Ordinance for City Council review and approval. It formulates and adopts the Master Plan, reviewing it every five years, per state law. It conducts development review and has authority for final approval of special land uses. It reports annually on its operations to City Council.

The Zoning Board of Appeals may hear and decide appeals of administrative decisions, orders, requirements or determinations made by the Planning Commission or Public Services Director. The Board may reverse or affirm in whole or part any such decision, etc. The Board may approve dimensional variances, though not use variances.

The Director of Public Services or his or her designee(s) are responsible for enforcing and enacting certain tasks and responsibilities including recommending the granting of occupancy permits to the Building Department,



inspecting buildings and recording nonconforming uses. The Director of Public Services shall not refuse to issue a permit when the applicant meets all conditions of the Ordinance.

Question:

Does the City agree with this breakdown of roles, responsibilities and division of labor?



Appendix A: Existing Schedule of Regulations

ARTICLE X. SCHEDULE OF REGULATIONS

Sec. 27-81. Schedule limiting height, bulk, density, and area by zoning district.

Zoning Districts	Minimum Zoning Lot Size Per Unit Area in Square Feet	Maximum Height of Structures (in feet)	Minimum Yard Setback (Per Lot in Feet)			Maximum Percentage of Lot Area Covered by Buildings	Minimum Ground Floor Area of Building in Square Feet
			Front	Each Side	Rear		
R-A Residential	10,000 (c)	35 (n, o)	25 (d)	5 (h, p)	30 (f, g, k)	35%	1,200
R-B Residential	7,200 (c)	35 (n, o)	20 (d)	4 (h, p)	25 (f, g, k)	35%	750
R-C Residential	5,000 (a, c)	35 (n, o)	15 (e)	3 (h, p)	25 (f, g, k)	65%	600
R-D Residential	3,000 (b, c, m)	35 (n, o, q)	15 (e)	3 (h, p)	15 (f, g, j, k)	65%	500
OS-1 Office Service	(m)	30 (q)	(1)	(i, 1)	20 (j)	-	-

B-1 Local Business	(m)	25 (q)	-	(1)	20 (j)	-	-
B-2 General Business	(m)	30 (q)	-	(1)	20 (j)	-	-