



AGENDA

Planning Commission Regular Meeting

Tuesday, September 22, 2020, 6:00 pm

Evans Community Complex, City Council Chambers, 1100 37th Street

WORK SESSION

1. Roll Call:
 - Chairman: Lyle Achziger
 - Vice-Chairman: Kalen Myers
 - Commissioners: Billy Castillo
Mark LeClere
Robert S. Phillips, III

2. Sign Code

3. Land Use Development Processes
 - Plot Plans
 - Minor Developments
 - Site Plans
 - Use by Special Review

PLANNING COMMISSION WORK SESSION REPORT

DATE: September 22, 2020
AGENDA ITEM: 2
SUBJECT: Work Session: Repeal and Replacement of Chapter 18.09, the Sign Code for clarification and refinement
PRESENTED BY: Anne Best Johnson, Community Development Director

AGENDA ITEM DESCRIPTION:

An update to the Sign Code is needed for clarification and refinement to assist staff and applicants. Sign Codes can be tricky and there are many different definitions, interpretations, and technology changes to be reflected in a nimble Code.

The City of Evans' Sign Code will need to focus on refining the Code to address the following:

- Type of sign vs. the message conveyed
- Develop a Purpose and Intent
- Content-neutral sign types
- Provide signs exempt from permit
- Off-premise signs
- Murals/Art

The proposed organization of the new Sign Code is listed below:

- Purpose and Intent
- Definitions
- Legal Non-Conforming Signs
- Signs Prohibited in All Zone Districts
- Signs allowed in each Zone District/District Grouping
- Sign Allowance without a Permit
- Sign Permit Requirements
- Temporary Sign Allowance and Permitting Requirements
- Dimensional and Construction Standards for All Signs

FINANCIAL SUMMARY:

There is no financial implication to the proposed Code language change. There is a potential positive financial implication when the City has a Land Use Code that is clear and easy for both the applicant and staff to follow. Clear expectations, a transparent land use process, and Criteria for Approval are beneficial attributes in a Land Use Code.

REQUEST:

Staff is seeking Planning Commission concurrence that the changes to the Land Use Code are warranted.

PLANNING COMMISSION WORK SESSION REPORT

DATE: September 22, 2020

AGENDA ITEM: 3

SUBJECT: Work Session: Repeal and Replacement of Section 18.06.060 to refine a Minor Development for Non-Residential process (18.07.110), bring Plot Plans (18.06.090) and Site Plans (18.06.090) with Special Use Permits (18.06.060) together in one land use Chapter of the Code; Amendments to the Zoning Tables found in Chapter 18.04; Amendment to the Public Notice Table found in Section 18.10.010

PRESENTED BY: Anne Best Johnson, Community Development Director

AGENDA ITEM DESCRIPTION:

Land Use applications are one of the most frequently used processes in Evans. Land Use applications such as Site Plans, Minor Development Plans and Uses by Special Review are processes used to ensure reasonable compatibility with surrounding land uses, that a public notification process is afforded, and to ensure a rational application of the Development Standards is made to protect the investment of the applicant and surrounding property owners. Having a Municipal Code that is clear in process, has rational criteria for approval, and includes defined application requirements is key to attracting business. In addition, a Code with established clear expectations enables applicants and staff to have common understanding.

Land Use applications are currently found in three sections of the Municipal Code as detailed below:

- 18.07.110: Minor Development for Non-Residential / Redevelopment
- 18.06.090: Plot Plans for Residential building permits
- 18.06.090: Site Plan
- 18.06.060: Special Use Permits

The following list provides a high-level synopsis on the rationale for the proposed amendment:

- 18.06.090: Plot Plans for Non-Residential building permits (Site Plan process reference is needed)
- 18.07.110: A Minor Development process to better support re-development activity is needed. This will be a simplified administrative process modeled on the Minor Development, Non-Residential process.
- 18.06.090: Site Plan application materials need to be refined/more flexible and criteria for approval is needed.
- 18.06.060: Special Use application materials are needed.
- 18.04: The Zoning Tables associated with each land use in the zone districts will be better defined identifying which use requires a Minor Development, Site Plan or Special Use Permit.
- 18.10.010: Notification requirements for different application types needs to be refined.

The proposal is to repeal and replace the entire Section 18.06.060 with land use processes used for development into one location. The processes will be grouped from simple Plot Plans to more detailed Special Use Permits. Supporting sections of the Municipal Code as described above will also be amended to ensure a wholistic approach to the amendment.

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Staff is seeking Planning Commission concurrence the changes to the Land Use Code are warranted.