Streamlining Development Review and Administration

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RMLUI
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Agenda

- Introduction
- Regulatory Aspects
- Administration
- Conclusion
Introduction

- Mary Kay Peck, FAICP
- Craig Richardson
- Joanne Garnett, FAICP
Introduction

The daydreams of cat herders

I think I'd rather manage a large software development project.
REGULATORY ASPECTS

- Code Organization
- User-Friendliness
- Procedural Streamlining
- Flexibility Provisions
Code Organization

Article 1: General Provisions
Article 2: Administrative Authorities
Article 3: Procedures
Article 4: Zone Districts
Article 5: Use Standards
Article 6: Development Standards
Article 7: Subdivision Standards
Article 8: Nonconformities
Article 9: Enforcement
Article 10: Definitions & Interpretation
REGULATORY ASPECTS

User-Friendliness

- Intuitive page layout
- Integrate graphics/illustrations
- Common structure for procedures
- Clear, measurable standards
- Clarify definitions
REGULATORY ASPECTS

User-Friendliness

**Streamlining Development Review**

**Regulatory Aspects**

**Purpose and Intent**

The Neighborhood Mixed-Use (NMU) District is established to accommodate cross-street link and commercial, low-density, and residential land use. It is intended to provide a mix of land uses that allows for efficient land usage and services serving the residential or the commercial and services serving the resident of the immediately surrounding neighborhood. Sand the services, neighborliness and, ultimately, the desired style of community development. This district is intended to provide a mix of land uses and services serving the resident of the immediately surrounding neighborhood, including services, neighborliness, and the desired style of community development. The district is intended to provide a mix of land uses and services serving the resident of the immediately surrounding neighborhood, including services, neighborliness, and the desired style of community development. The district is intended to provide a mix of land uses and services serving the resident of the immediately surrounding neighborhood, including services, neighborliness, and the desired style of community development.

**Typical Building Types**

**Dimensional Standards**

<table>
<thead>
<tr>
<th>Standard</th>
<th>Single-Family Uses</th>
<th>All Other Residential Uses</th>
<th>All Other Uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Density</td>
<td>5,000 sq ft (minimum)</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Lot Size, Minimum</td>
<td>7,500 sq ft</td>
<td>3,000 sq ft</td>
<td>1,500 sq ft</td>
</tr>
<tr>
<td>Lot Area, Minimum</td>
<td>30,000 sq ft</td>
<td>15,000 sq ft</td>
<td>7,500 sq ft</td>
</tr>
<tr>
<td>Lot Width, Maximum</td>
<td>150 ft</td>
<td>100 ft</td>
<td>50 ft</td>
</tr>
<tr>
<td>Lot Length, Maximum</td>
<td>150 ft</td>
<td>100 ft</td>
<td>50 ft</td>
</tr>
<tr>
<td>Building Coverage, Maximum</td>
<td>25%</td>
<td>20%</td>
<td>12.5%</td>
</tr>
</tbody>
</table>

**TYPICAL LOT PATTERN**

1. The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.
2. The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.
3. The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.
4. The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.

**Typical Development Configuration**

- The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.
- The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.
- The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.
- The lot is at the rear or side of the block, extending from one side of the street to the other, providing access to the street.

City of Portsmouth, Virginia - Zoning Ordinance Revision Project

June 2009

Module 5: Districts and Zones - Public Review Draft

Page 3-14
### Procedural Streamlining

- **Standard Procedures**
- **Decrease Steps**
- **Staff Review**

#### Table 40-2.1(A): Summary Table of Development Review Structure

<table>
<thead>
<tr>
<th>Permit or Development Approval</th>
<th>See Section</th>
<th>City Council</th>
<th>Planning Commission</th>
<th>BZA</th>
<th>HPC [4]</th>
<th>Planning Director</th>
<th>Zoning Administrator</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amendments and Use Permits</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zoning Map or Zoning Text Amendment</td>
<td>40-2.3(A)</td>
<td>&lt;D&gt;</td>
<td>&lt;R&gt;</td>
<td>R [1]</td>
<td>S</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use Permit</td>
<td>40-2.3(B)</td>
<td>&lt;D&gt;</td>
<td>&lt;R&gt;</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Development Plans</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Type I Development Plan</td>
<td>40-2.3(C)</td>
<td>A</td>
<td>D [2]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Type II Development Plan</td>
<td>40-2.3(D)</td>
<td>D [2]</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Subdivisions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minor Subdivision Plat</td>
<td>40-2.3(E)(4)</td>
<td>A</td>
<td>D [2]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Major Subdivision</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preliminary Subdivision Plat</td>
<td>40-2.3(E)(5)(b)</td>
<td>D [2]</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Subdivision Plat</td>
<td>40-2.3(E)(5)(c)</td>
<td>A</td>
<td>D [2]</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Permits</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Temporary Use Permit</td>
<td>40-2.3(G)</td>
<td>&lt;A&gt;</td>
<td>D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zoning Compliance Permit</td>
<td>40-2.3(H)</td>
<td>&lt;A&gt;</td>
<td>D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Variances, Adjustments, and Exceptions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subdivision Exception</td>
<td>40-2.3(F)</td>
<td>D</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Variance Permit</td>
<td>40-2.3(I)</td>
<td>&lt;D&gt;</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Adjustment</td>
<td>40-2.3(J)</td>
<td>&lt;A&gt;</td>
<td>D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Interpretations and Appeals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appeals</td>
<td>40-2.3(M)</td>
<td>&lt;D&gt; [2]</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Regulatory Aspects

Process Flexibility

- Administrative Adjustment
  - Minor deviation
  - Established parameters
  - Staff decision
  - Objective standards

### TABLE 2-300(F): STANDARDS SUBJECT TO ADMINISTRATIVE ADJUSTMENTS

<table>
<thead>
<tr>
<th>Standard</th>
<th>Old Town</th>
<th>Outside Old Town</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any numerical dimensional standard from Table 5-100(A).</td>
<td>Modify by up to 20%</td>
<td>Modify by up to 10%</td>
</tr>
<tr>
<td>Dimensional Standards in the Residential Zone Districts, or Table 5-100(B). Dimensional Standards in the Business Zone Districts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any required setback from Tables 5-100(A) or (B) to protect root zones of existing healthy trees retained on a site during and after construction</td>
<td>Modify by up to 20%</td>
<td>Modify by up to 20%</td>
</tr>
<tr>
<td>Perimeter buffer width standard from Table 5-300(F)(1), Buffer Classification</td>
<td>Modify by up to 20%</td>
<td>No reduction allowed</td>
</tr>
<tr>
<td>Minimum required number of off-street parking spaces from Table 6-100(D)(1), Minimum Off-street Parking Standards</td>
<td>Modify by up to 20%</td>
<td>Modify by up to by 5% (only to protect root zones of existing trees with 10 inch dbh or greater)</td>
</tr>
<tr>
<td>Minimum Connectivity Index score of 1.65 (Section 6-800(A)(2)(b)(1)(e))</td>
<td>Modify by up to 25%</td>
<td>Modify by up to 15%</td>
</tr>
<tr>
<td>Limitation on the maximum number of off-street parking spaces located between a primary building façade and the street it faces for:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Commercial and public and institutional development in the CI, CC, CG, PD-C, and PD-MEC districts (Section 6-800(C)(9)(a)(2)); or</td>
<td>Modify by up to 20%</td>
<td></td>
</tr>
<tr>
<td>• Large Retail Establishments (Section 6-800(D)(7))</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Requirement that no parking be located between a single-family dwelling and the street it fronts (Section 6-800(E), Infill Design and Development Standards)</td>
<td>Modify by up to 100% (redactions allowed to protect heritage trees or where space or topographic considerations prevent access to the rear of a lot)</td>
<td>N/A</td>
</tr>
<tr>
<td>Front and side yard setbacks for corner lots developed with Commercial or Public and Institutional Uses (Section 6-800(E), Infill Design and Development Standards)</td>
<td>Reduce to minimum of up to 5 feet</td>
<td>N/A</td>
</tr>
<tr>
<td>Maximum building footprint for Commercial and Public and Institutional Uses (Section 6-800(E), Infill Design and Development Standards)</td>
<td>Modify by up to 25%</td>
<td>N/A</td>
</tr>
<tr>
<td>Grading standards for:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Commercial and public and institutional uses (Section 6-800(C)(1)(b)(2)); or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Primary ground floor front facade grading standards for Large Retail Establishments (Section 6-800(D)(2)(b)(1))</td>
<td>Modify by up to 25%</td>
<td></td>
</tr>
</tbody>
</table>
Regulatory Aspects

Process Flexibility

- **Alternative Forms of Compliance**
  - Alternative parking plan
  - Alternative landscape plan
  - Security exemption from lighting/fencing
  - Uniform signage plan
Regulatory Aspects

Process Flexibility

- **Interpretation**
  - Formal process
  - Written interpretation from the staff
  - Generally relate to:
    - Meaning of code text
    - Map boundary
    - Meaning of standards
Regulatory Aspects

Substantive Flexibility

- Contextual Setbacks
Regulatory Aspects

Substantive Flexibility

- Average or Median Height

1. All building height measured from established grade at the front of the building
2. These features are exempt from the height limitations
Regulatory Aspects

Substantive Flexibility

- Performance-Based Standards
  - Buffer opacity
  - Aggregate caliper inches
  - Dumpster screening
Substantive Flexibility

Transitional Standards

Design stds. applied to nonresidential development; when locating next to existing single-family development.
Regulatory Aspects

Preferred Development Forms

- **Accessory Dwelling Units**
  - Santa Clara CA
  - ADUs allowed in SF districts
  - Developed number of pre-approved ADU proto-types
Preferred Development Forms

- Type I/II Development Plans – Portsmouth VA
  - Type I: Staff review of plan that complies with standards
  - Type II: Public hearing for plan that proposes to vary standards. Additional compensating public benefits.
Preferred Development Forms

- Form-based and Corridor Development – Beaufort County, SC
  - Development in Form Districts: Staff review of plans.
  - Development in Scenic Corridors: Creation of development proto-types. No review by Corridor Review Board (staff review).
The Code is Great, So What Comes Next?

Streamline Your Review Process
Administration

➢ Why Now?
  • Be Ready
  • Economic Competitiveness
  • Political Pressure
  • Compliments, not Complaints
Administration

- Processes and Procedures
- User Friendly
- Predictable
- Transparent
Guiding Principals

The Vision Thing

- Provide predictable and transparent development services, from first application to project completion.
Build and Keep Support

- Identify and Involve Stakeholders
  - Internal and External
- Communicate
Funding

- Fee Based
- Enterprise Operation
Test Period

- Internal/External
- Situational
Reinvention

- Inventory
- Eliminate
- Combine
- Re-Engineer
Service Targets

- Grounded in Reality
- Fees Cover Costs
- Track
- Report
On Line Services

- Application Forms
- Permit Forms
- Checklists
- Service Targets
On Line Services

- Fee Calculator and Payment
- Scheduling
  - Inspections
  - Appointments
On Line Services

- Tracking
  - Review Comments
  - Permit Status
  - Inspection Results
  - Permit History
Success!

- Service Targets = Certainty
- Transparency
- User Friendly
- Communication
- Continuous Feedback and Improvement
Conclusion

- What’s in it for the public?
- What’s in it for the elected officials?
- What’s in it for YOU?

It’s 106 miles to Chicago, we got a full tank of gas, half a pack of dog treats, your eyes glow in the dark and we’re not wearing collars.

Hit it.
Questions