Streamlining Development Review and Administration

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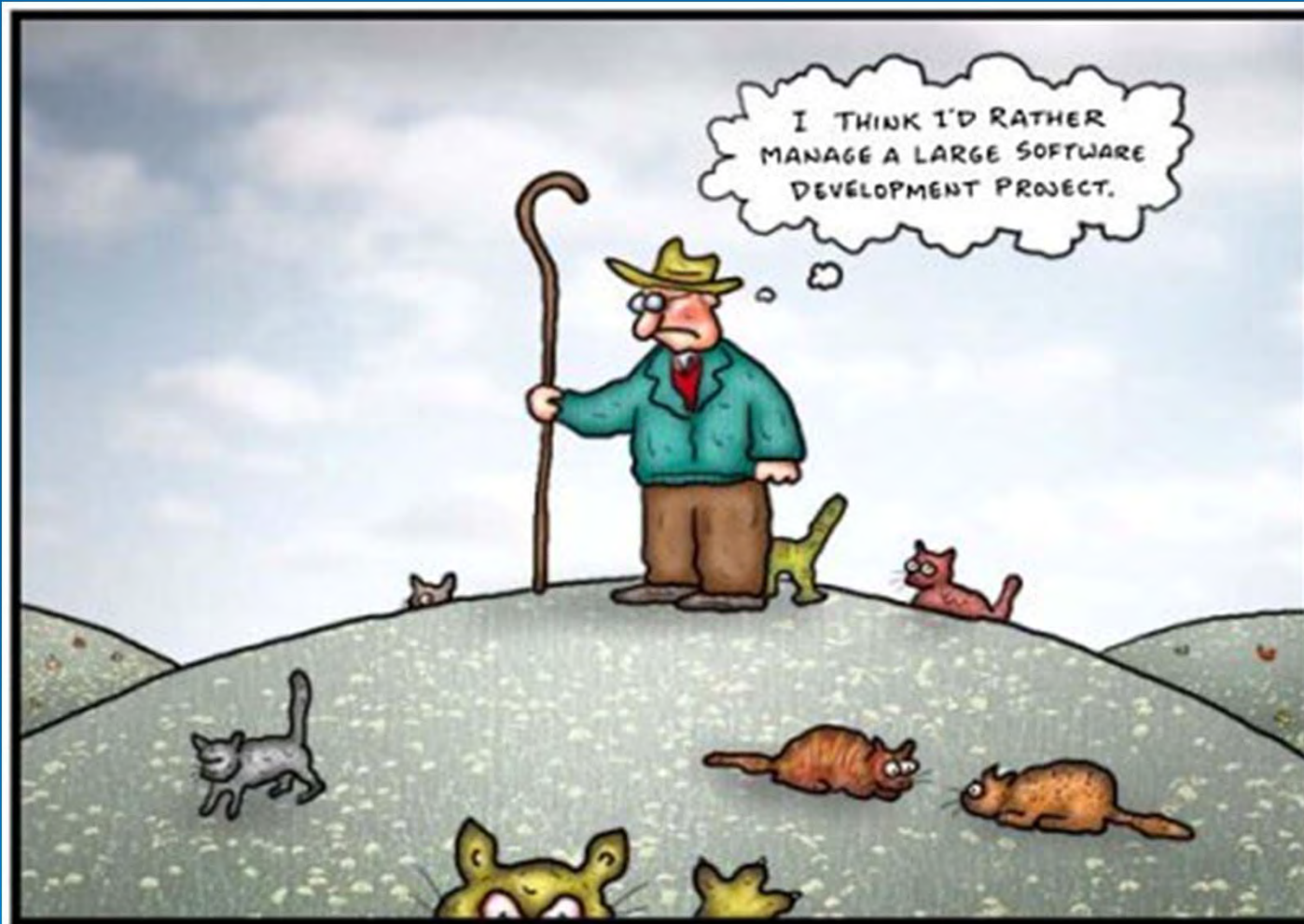
RMLUI   March 4, 2011

Agenda

➢ Introduction

➢ Regulatory Aspects

➢ Administration

➢ Conclusion

Introduction

➢ Introduction

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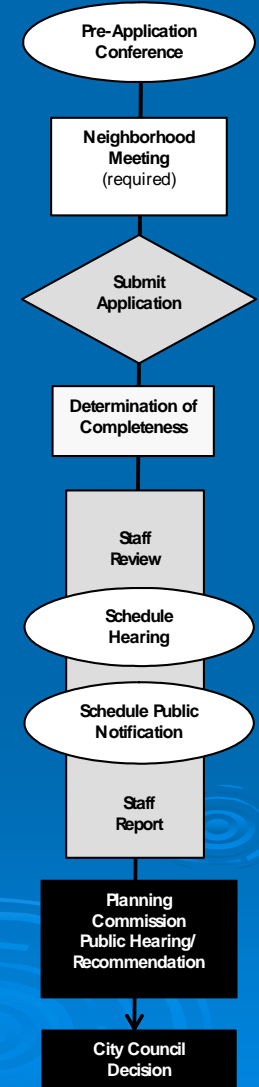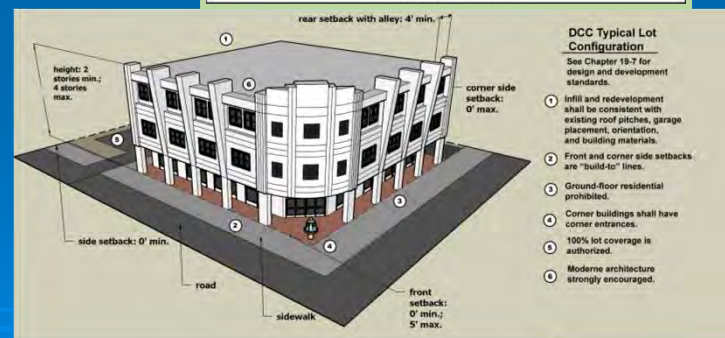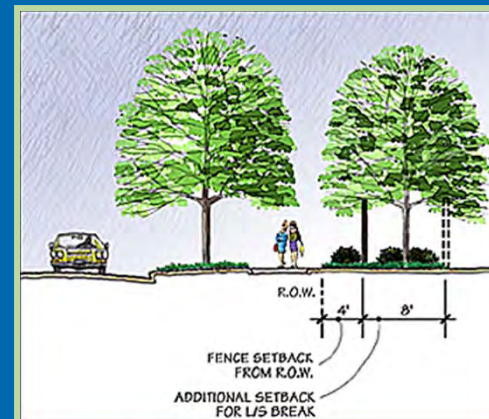- Joanne Garnett, FAICP

Introduction

The daydreams of cat herders

REGULATORY ASPECTS

- Code Organization

- User-Friendliness

- Procedural Streamlining

- Flexibility Provisions

REGULATORY ASPECTS

Code Organization

Article 1: General Provisions

Article 2: Administrative Authorities

Article 3: Procedures

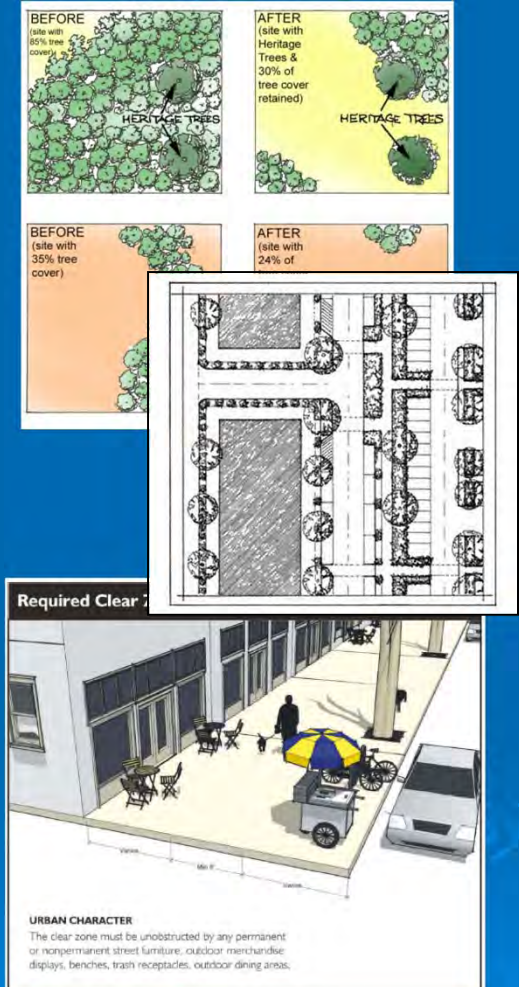Article 4: Zone Districts

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
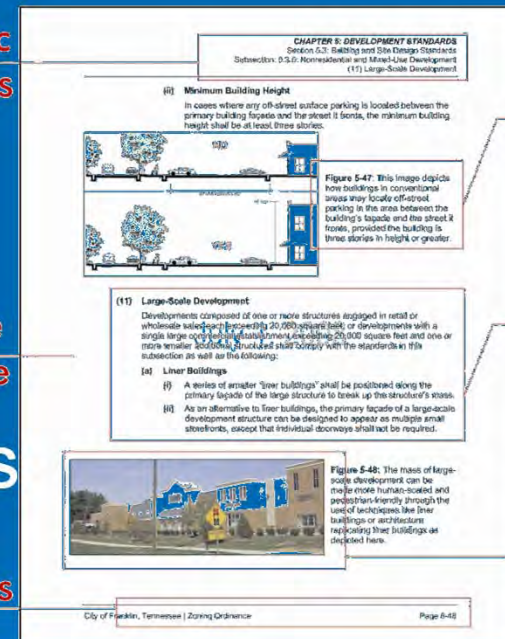
User-Friendliness

REGULATORY ASPECTS

Procedural Streamlining

➤ Standard
   Procedures

➤ Decrease Steps

➤ Staff Review

TABLE 40-2.1(A): SUMMARY TABLE OF DEVELOPMENT REVIEW STRUCTURE							
S = STAFF REVIEW R = REVIEW AND ADVISE D = DECISION A = APPEAL <> = PUBLIC HEARING							
PERMIT OR DEVELOPMENT APPROVAL	SEE SECTION	CITY COUNCIL	PLANNING COMMISSION	BZA	HPC [6]	PLANNING DIRECTOR	ZONING ADMINISTRATOR
AMENDMENTS AND USE PERMITS							
Zoning Map or Zoning Text Amendment	40-2.3(A)	<D>	<R>		R [1]	S	
Use Permit	40-2.3(B)	<D>	<R>			S	
DEVELOPMENT PLANS							
Type I Development Plan	40-2.3(C)		A			D [2]	
Type II Development Plan	40-2.3(D)		D [2]			S	
SUBDIVISIONS⁵							
Minor Subdivision Plat	40-2.3(E)(4)		A			D [2]	
Major Subdivision							
Preliminary Subdivision Plat	40-2.3(E)(5)(b)		D [2]			S	
Final Subdivision Plat	40-2.3(E)(5)(c)		A			D [2]	
PERMITS							
Temporary Use Permit	40-2.3(G)			<A>		D	
Zoning Compliance Permit	40-2.3(H)			<A>			D
Certificate of Appropriateness	40-2.3(K)				D [3]	S/D [4]	
VARIANCES, ADJUSTMENTS, AND EXCEPTIONS							
Subdivision Exception⁶	40-2.3(F)		D			S	
Variance Permit	40-2.3(I)			<D>			S
Administrative Adjustment	40-2.3(J)			<A>		D	
INTERPRETATIONS AND APPEALS							
Interpretations	40-2.3(L)			<A>		D [5]	D [4]
Appeals	40-2.3(M)			<D> [2]			

Regulatory Aspects

Process Flexibility

➤ Administrative Adjustment

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

TABLE 2-300(F): STANDARDS SUBJECT TO ADMINISTRATIVE ADJUSTMENTS		
STANDARD	**ALLOWABLE MODIFICATION**	
	OLD TOWN	**OUTSIDE OLD TOWN**
Any numerical dimensional standard from Table 5-100(A), *Dimensional Standards in the Residential Zone Districts*, or Table 5-100(B), *Dimensional Standards in the Business Zone Districts*	Modify by up to 20%	Modify by up to 10%
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		Modify by up to 20%
Perimeter buffer width standard from Table 6-300(F)(1), *Buffer Classifications*	Modify by up to 20%	No reduction allowed
Minimum required number of off-street parking spaces from Table 6-100(D)(1), *Minimum Off-street Parking Standards*	Modify by up to 20%	Modify by up to by 5% (only to protect root zones of existing trees with 10 inch dbh or greater)
Minimum Connectivity Index score of 1.65 (Section 6-800(A)(2)(b)(1)(c))	Modify by up to 25%	Modify by up to 15%
Limitation on the maximum number of off-street parking spaces located between a primary building façade and the street it faces for: • Commercial and public and institutional development in the OI, CC, CG, PD-C, and PD-MEC districts (Section 6-800(C)(9)(a)(2)); or • Large Retail Establishments (Section 6-800(D)(7))	Modify by up to 20%	
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*)	Modify by up to 100% (reductions allowed to protect heritage trees or where space or topographic considerations prevent access to the rear of a lot)	N/A
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*)	Reduce to minimum of up to 5 feet	N/A
Maximum building footprint for Commercial and Public and Institutional Uses (Section 6-800(E), *Infill Design and Development Standards*)	Modify by up to 25%	N/A
Glazing standards for: • Commercial and public and institutional uses (Section 6-800(C)(4)(b)(2)); or • Primary ground floor front facade glazing standards for Large Retail Establishments (Section 6-800(D)(2)(b)(1))	Modify by up to 25%	

Regulatory Aspects

Process Flexibility

➤ Alternative Forms of Compliance

- Alternative parking plan
- Alternative landscape plan
- Security exemption from lighting/fencing
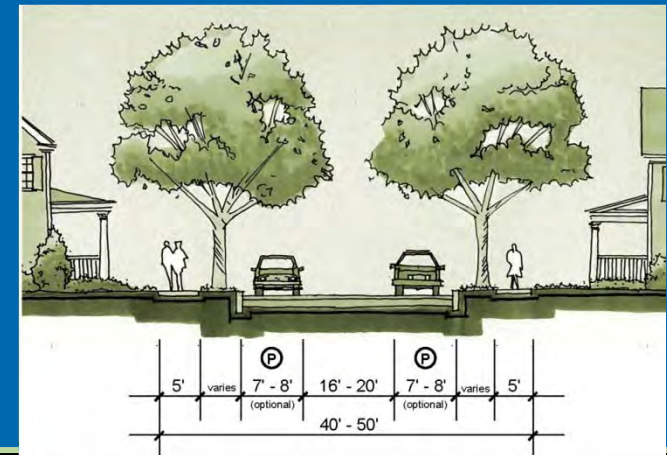- Uniform signage plan

Regulatory Aspects

Process Flexibility

➢ <u>Interpretation</u>

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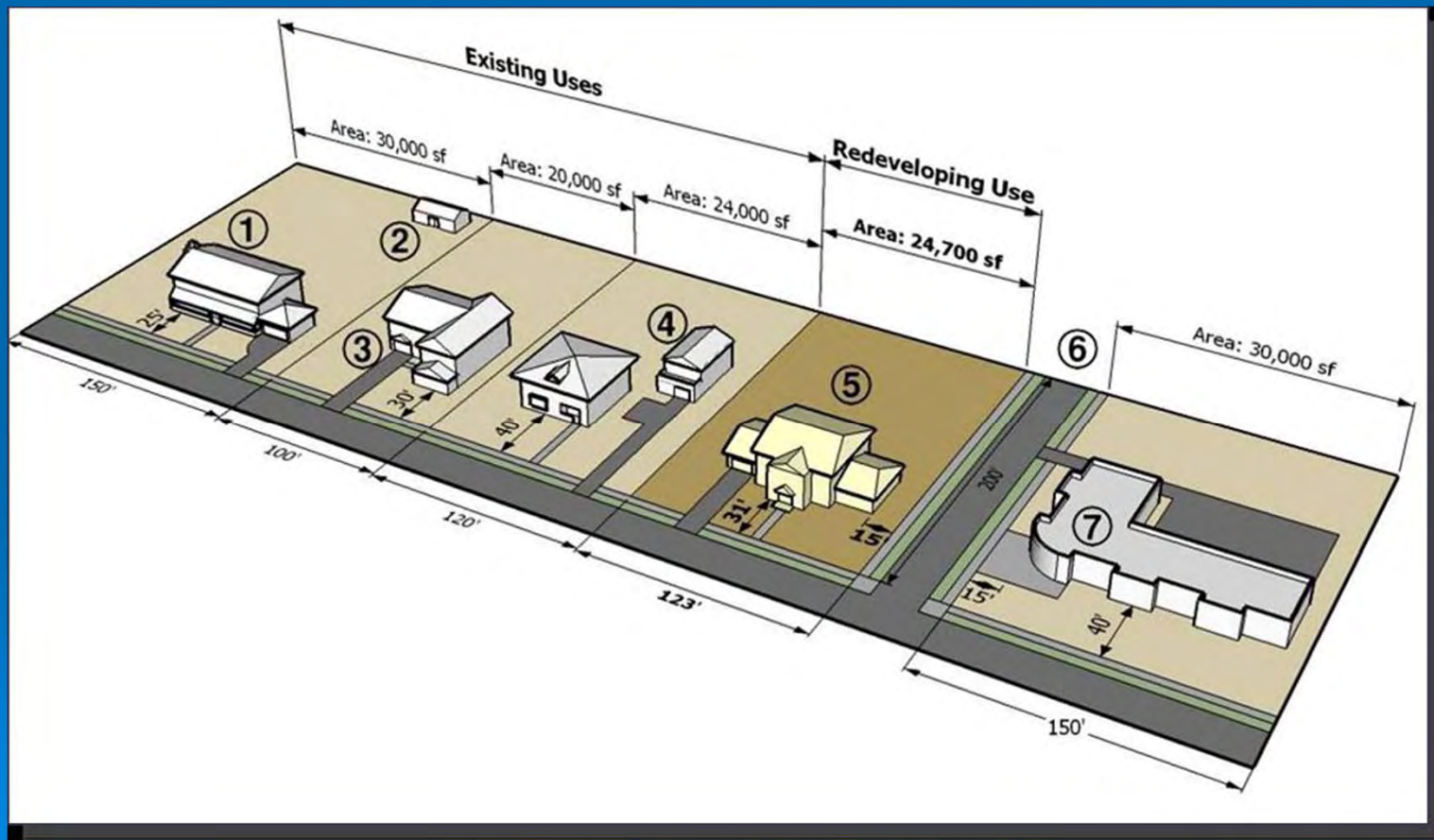 - Map boundary
  - Meaning of standards

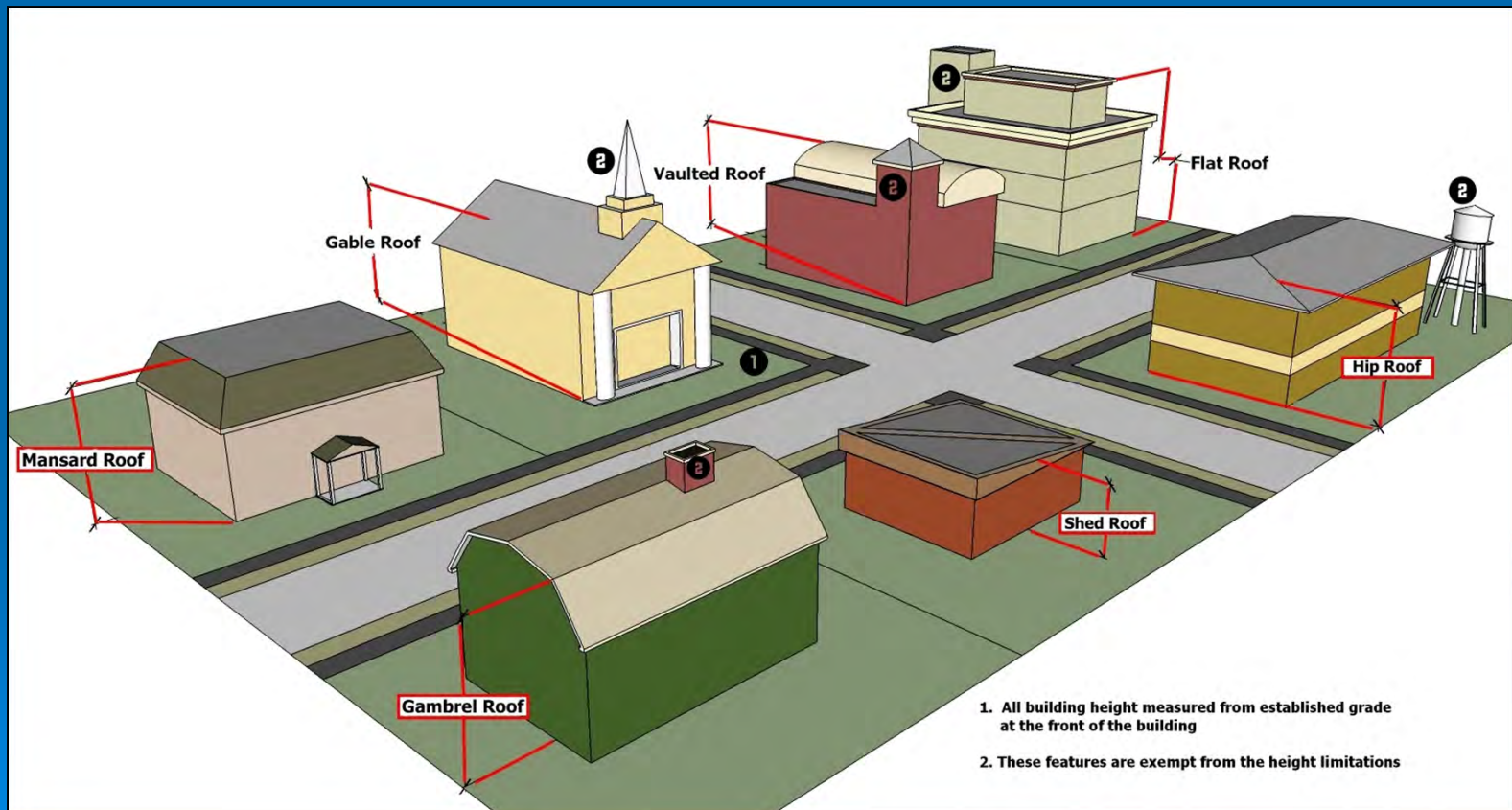# Regulatory Aspects

Substantive Flexibility

➤ <u>Contextual Setbacks</u>

Regulatory Aspects

Substantive Flexibility

➢ <u>Average or Median Height</u>

Regulatory Aspects

Substantive Flexibility

➤ Performance-Based Standards

- Buffer opacity
- Aggregate caliper inches
- Dumpster screening

Regulatory Aspects

Substantive Flexibility

➤ <u>Transitional Standards</u>

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

Development subject to the Transitional Standards

Building height "stepped-back" from the lot line

max. height 35'

150' minimum

Street

Street
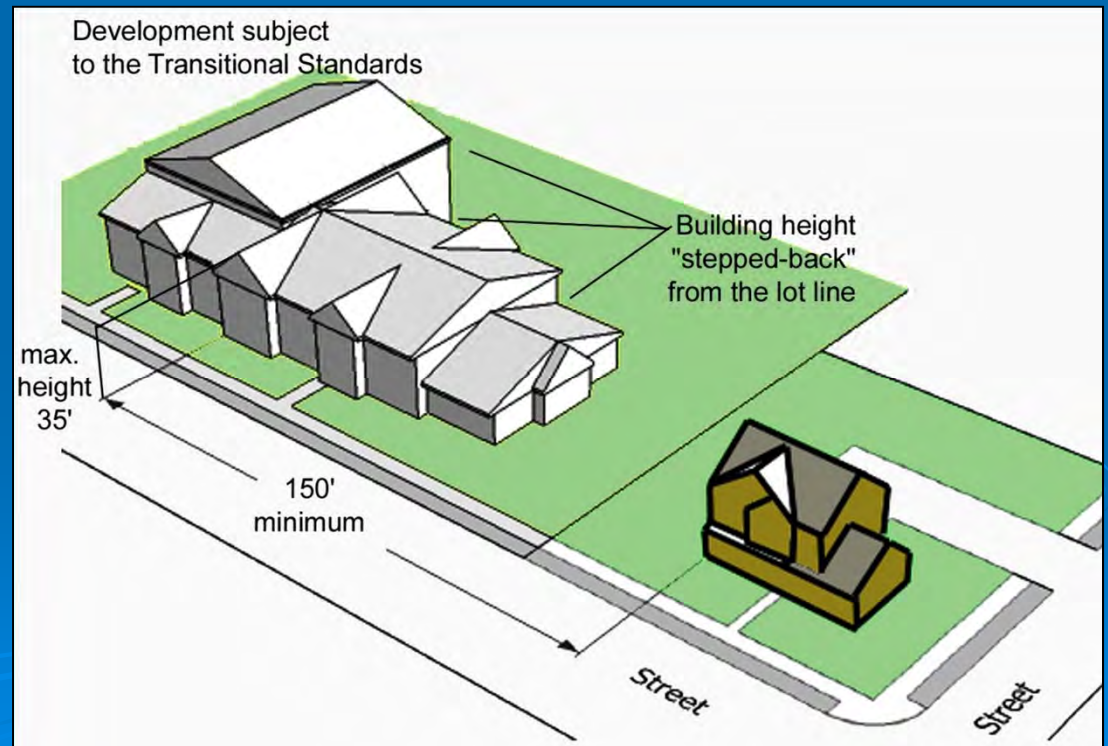
Regulatory Aspects

Preferred Development Forms

➤ <u>Accessory Dwelling Units – Santa Clara CA</u>

- ADUs allowed in SF districts
- Developed number of pre-approved ADU proto-types
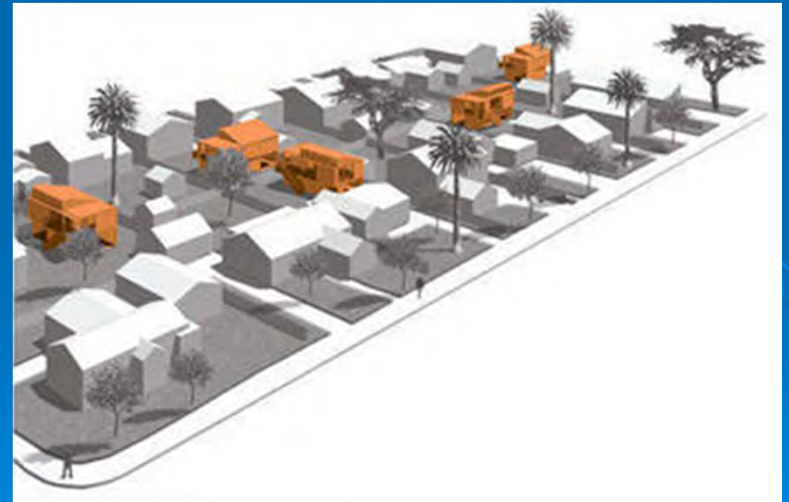
Regulatory Aspects

Preferred Development Forms

➤ <u>Type I/II Development Plans – Portsmouth VA</u>

- <u>Type I</u>: Staff review of plan that complies with standards

- <u>Type II</u>: Public hearing for plan that proposes to vary standards. Additional compensating public benefits.

CONCEPTUAL NEIGHBORHOOD PLAN
FOR
CRADOCK HIGH SCHOOL
PORTSMOUTH, VIRGINIA
JUNE 17, 2010
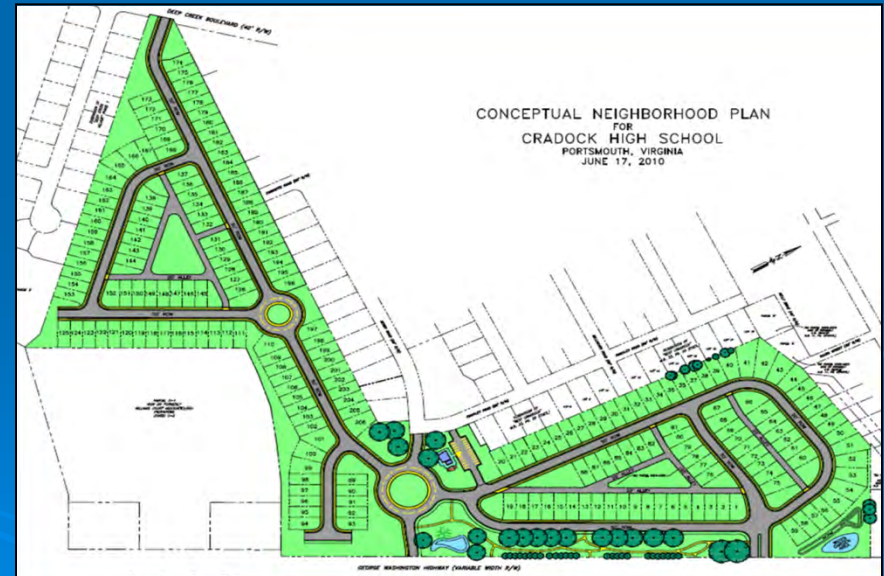
Regulatory Aspects

Preferred Development Forms

➤ <u>Form-based and Corridor Development – Beaufort County, SC</u>

- <u>Development in Form Districts</u>: Staff review of plans.

- <u>Development in Scenic Corridors:</u> Creation of development proto-types. No review by Corridor Review Board (staff review).

Administration

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
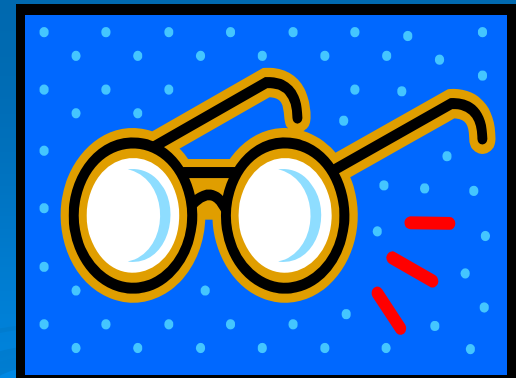- User Friendly
- Predictable
- Transparent

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
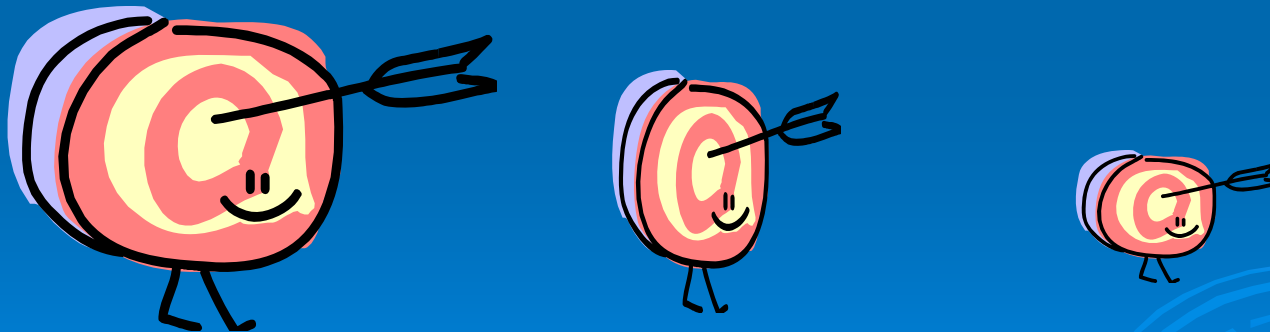
➢ Internal/External

➢ 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?

Questions