



## **FLORENCE PLANNING COMMISSION ITEM UPDATE/SUMMARY**

**MEMO DATE:** August 22, 2016  
**MEETING DATE:** August 23, 2016  
**STAFF:** Glen Southerland, Assistant Planner  
**SUBJECT:** Ministerial Code Update Revisions

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### **SUMMARY:**

This memo serves as supplementary background for the Planning Commission Meeting Agenda item regarding draft code updates to Titles 10 and 11.

Following publication of Planning Commission packets on August 16, 2016, staff made corrections to Chapters 1, 3, and 35 of the proposed code updates. Those updates are attached.

### **Revisions to Chapter 1:**

10-1-1-4-B: Addition of “petitions” and deletion of “except building permits”

Table 10-1-1: Change from “DMV Review Form” to “Agency Review Form.” Deletion of Type I from Non-Conforming Use or Structure, Expansion of. Deletion of Type II from Final Plat or Map.

10-1-1-5: Re-addition for reference.

10-1-1-5-A: Addition of “without an applicant.”

10-1-1-5-C-2-a: Addition of “from the date the application was submitted” and “Applications which have been deemed incomplete and for which the applicant has not submitted required information or formally refused to submit additional information shall be deemed void on the 181<sup>st</sup> day after original submittal.”

10-1-1-6-1-A: Addition of “Decisions which require the exercise of discretion must be reviewed as part of a procedure which includes public notice. Type I decisions include:”

Deletion of 6. Expansion of a Non-Conforming Use or Structure.

Change to 13. to allow COU under 5 parking spaces with ministerial review and modification to approved Design Reviews of conforming uses and structures (renumbered to main list). PVBP/LI keeps changes in setbacks and lot coverage.

10-1-1-6-1-F: Deletion of “See also, Section 1.2.090, Zoning Checklist and Building Permits”

10-1-1-6-2-B: Change to 3. To change “less than” to “up to” and insert “of a non-conforming use or structure.”

10-1-1-6-3-A: Change to 5. New construction “requiring Design Review.” Addition to 6. “preliminary and final plans.” Addition to 9. “tentative plan.” Change to 11. deleting “Final Plat.” Addition to 12. of “Quasi-Judicial.”

10-1-4: Re-addition for reference.

10-1-5: Re-addition for reference.

**Revisions to Chapter 3:**

10-3-8-J: Deletion of “Building Permits are” and addition of “Planning review is”

**Revisions to Chapter 35:**

10-35-2-12-B: Addition of “Driveways leading to covered parking should be not less than 20 feet in depth from the property line to the structure.”

Please feel free to contact me if you have any questions.

**ATTACHMENTS:**

**Attachments to Findings of Fact:**

Ch. 1 Proposed Code Amendments

Ch. 3 Proposed Code Amendments

Ch. 35 Proposed Code Amendments