

CITY OF IDAHO SPRINGS

PLANNING COMMISSION COMMUNICATION

Meeting Date: February 7, 2018	Page 1 of 2 w/attachment	Overhaul of Municipal Code: Briefing and Timeline
Presented by: Alan Tiefenbach Community Development Planner		

BACKGROUND

Following the recent update to the Comprehensive Plan, staff is analyzing a complete overhaul of all land development regulations. Some of the reasons staff is updating the Code include:

- The existing regulations are scattered, sometimes buried in illogical places, and sometimes conflict with each other. For example, Chapter 22: Historic Preservation, requires a Certificate of Appropriateness to be issued by the Historic Preservation Review Commission (HPRC) for any project within the Historic District, with the HPRC being the deciding authority unless an appeal is sought through Council. However, in the second half of Chapter 25: Areas and Activities of State Interest, there is a different process (1041 Review) for projects in the Historic District that states the HPRC makes a recommendation to City Council for any development proposed in the Historic District when the development would change the basic nature of the property, with the Council being the deciding authority. Chapter 22 does not reference this process at all and an applicant would logically look to the Historic Preservation Chapter for this type of information.
- The definition of “Single Family Home” allows manufactured housing in any residential zone district.
- The development processes (rezonings, conditional uses, site plans, etc) are not organized in the same places, each has a long description of the review process, some are duplicative processes and some differ from each other. Some processes, such as Annexations, do not have the complete notification requirements indicated. Vacations of right-of-way are not addressed at all in the Municipal Regulations. Staff intends to organize all these processes together and in tables.
- Each process has a slightly different description of the notification and hearing process, whereas these requirements should all be organized into a table together.
- There are illogical requirements that if read literally can be obstructive to development. For example, the Municipal Code requires any applications for a building permit to go through the site plan process. The Code requires any (such as toilets or wiring) building permit in the historic district to go through HPRC review.
- New and/or clarified regulations are required such as Accessory Dwelling Units, an Inclusionary Housing Ordinance and Development Impact Fees.
- The development standards are not clear or are lacking. As an example, it is difficult to ascertain the setback requirements for accessory structures, or whether temporary accessory structures are allowed in the setbacks.
- All of Historic Miner Street is zoned Commercial-One (C-1), which requires a 10’ front setback that none of the buildings meet, and allows uses by right (such as automotive service stations., light manufacturing and storage of materials) that are not appropriate in this area.

- Some development processes have extensive submittal requirements with no administrative ability to waive, whereas some materials (such as architectural elevations for site plans) are not even required.
- Chapter 20: “Signs” is difficult to interpret and understand.
- Technical Criteria in sections such as “Flooding, Sedimentation and Erosion Control” and “Subdivisions” are not consistent and sometimes conflict with the new technical criteria in the Standards and Specifications for Design and Construction. In addition, the Standards and Specifications for Design and Construction allow only brick or stone fencing throughout the entire City.
- Chapter 25: “Areas and Activities of State Interest” is very difficult to interpret and understand.

Staff aims to eventually review and reorganize the entire code into cohesive and consistent sections. Staff intends to do this in two phases, with the majority of reorganizing and revisions of the development processes occurring this year, and the more technical processes being completed under Phase II. Staff also intends to solicit consultant help for some of this process. A timeline has been attached to this memorandum.

COMMISSION ROLE

Discuss the proposed timeline and offer direction, input and/or corrections.

ATTACHMENTS

- Proposed timeline for revisions to the land development regulations.

Land Development Code Update

	2018												2019		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Phase 1															
Problem/Knowledge Exploration															
Outlining Update Process															
Brief PC															
Brief CC															
Create Website															
Chapter 20 & 21 - Staff															
General Formatting															
General Provisions															
Definitions															
Accessory Dwelling Units (add to definitions)															
Zone Districts															
Development Processes															
Development Standards															
Notification															
Signs															
Site and Design Standards															
Landscaping, Architecture (Chapter 27 - Community Design)															
Review															
Agency and Public Review of Sign Section															
Agency and Public Review of New Chapter 20															
Presentation of Sign Section to PC and CC															
Presentation of Final Code to PC and CC															
Review formatting and posting of new Section 20															
Chapter 20-21 - Consulting - scope TBD															
Parking and Loading															
Review Development Standards															
Short Term Rentals															
Development Impact Fees															
Inclusionary Housing															
Manufactured Housing - Definitions - Trailer Parks															
Marijuana															

Phase 1		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Review of Staff revisions to Chapter 20-21																
Phase 2 - 2019 - much of this will be consulted out after the basic reformatting is complete																
Subdivision Regulations																
Activiites of Statewide Interest																
Flooding and Erosion Control																
Streets																
Standards and Specifications for Design and Construction																
Dark Sky Regulations																
Hazard Overlay District																