

# WELCOME

## **Development & Growth Management**

May 27, 2021, City Council Workshop

Agenda Item Number – 10 and 11 File Number – E2021-8 CH27



# Motions

Original motion was made on January 28, 2021 – Item #9 under staff reports –

File No. E2021-8 CH 27

Motion: (Dingfelder-Citro) That the Legal Department be requested to appear and present a draft ordinance on April 1, 2021, under Staff Reports and Unfinished Business that modifies the Chapter 27 ordinance language pertaining to limits placed on Council regarding amendments. Motion carried by unanimous consent with Miranda being absent.

On April 1, 2021 – Item #44 - Under Staff Reports and Unfinished Business –

File No. E2021-8 CH 27

Memorandum from Carole Post, Administrator for Development and Economic Opportunity, requesting a continuance for said agenda item to May 27, 2021, Workshop, to allow staff additional time to review for a more thorough response.

Motion: (Citro-Miranda) That said memorandum be received and filed. Motion carried unanimously.

# Workshop Goals

## **Text Amendments**

1. Present a potential alternative for the processing of text amendments on a quarterly basis which would create a more efficient and predictable process.
2. Introduce a set of standards for privately initiated text amendments to promote inclusion of public information sessions, language clarification, and process efficiency.

## **Administrative Lot Split**

1. Present staff recommendations for administrative lot creation.
2. Discuss criteria and associated process.

A blurred image of a city skyline at dusk or dawn, with various building silhouettes against a blue and orange sky.

# **Land Development Code Text Amendments**

# BACKGROUND

- Current Process

- Applications processed twice a year (January and July)
- Each cycle duration is approximately 5-6 months long
- Each cycle may contain both publicly-initiated (staff and council) and privately-initiated changes
- Note that privately-initiated changes is a common practice in many jurisdictions
- Staff serves as the “code writer” and coordinates and conducts public outreach (no formalized process)
- One staff member is responsible for processing text amendments and is responsible for other duties
- No formal application, parameters for processing, or limitations to scope of request

# COMPARISON OF JURISDICTIONS

	CITY OF TAMPA	MADEIRA BEACH	HILLSBOROUGH COUNTY	CITY OF ST. PETERSBURG	CITY OF ORLANDO
ALLOW PRIVATELY-INITIATED TEXT AMENDMENTS	YES	YES	YES	YES	NO (Only process Mayor & Planning Commission Directed)
FEE	\$666.50	\$2,000.00	\$1,495.00	\$2,000.00	Not Applicable
PRE-SUBMITTAL MEETING REQUIRED?	YES	YES	YES	YES	Not Applicable
APPLICANT REQUIRED TO CONDUCT PUBLIC OUTREACH	NO	YES	NO	YES	Not Applicable
ADDITIONAL FEES ASSESSED TO THE APPLICANT	NO	YES	NO	YES	Not Applicable

# Recommendations

1. *Distinguish and separate privately-initiated from staff/council initiated and introduce new schedule.*
2. *For Privately-initiated:*
  - a. *Revise Fee Schedule*
  - b. *Clarify application requirements*
  - c. *Require Public Information Meeting*
  - d. *Require Planning Commission Presentation*

# Recommendations

1. Split public and private cycles into twice a year each.

PROPOSED TEXT AMENDMENT CYCLES	
PRIVATELY INITIATED	PUBLICLY INITIATED & CLEAN-UP
January 15 & July 15	April 15 & October 15

## IMPACT

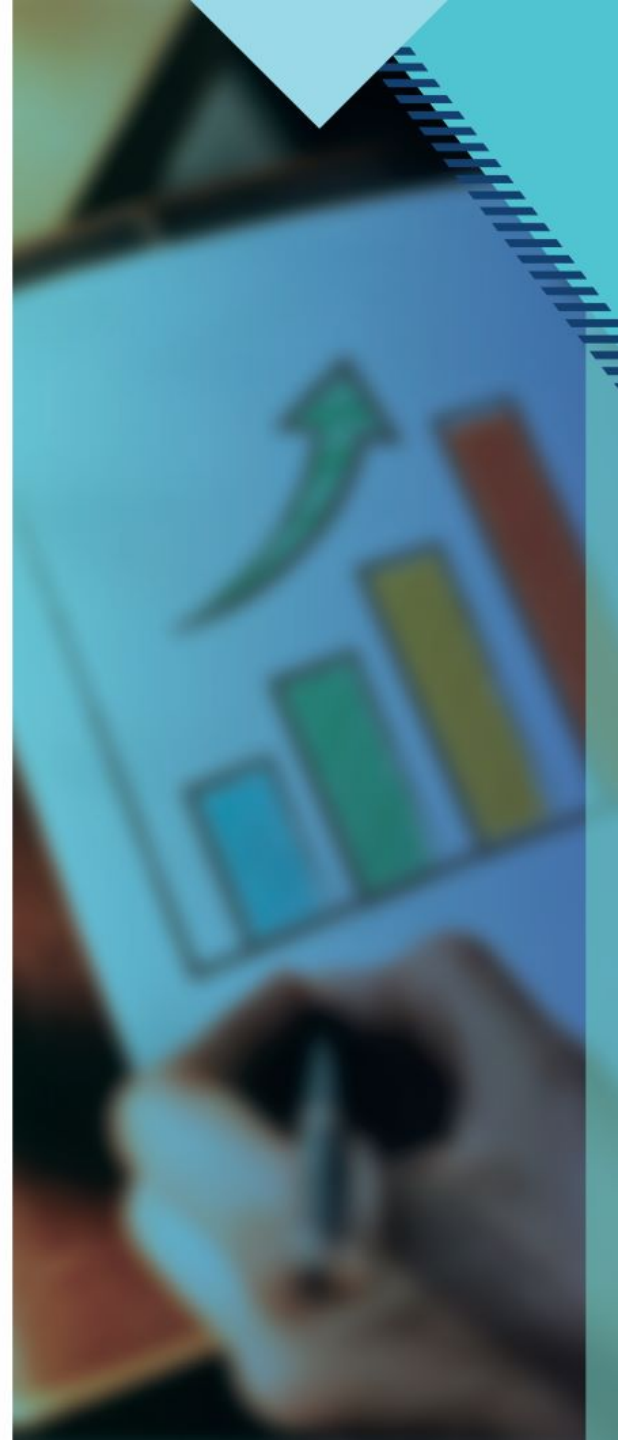
- Provides a dedicated and distinct process for each stakeholder group
- Enables focused discussion during the associated public hearings of each cycle.

For example, the Mayor directs a code amendment on June 7<sup>th</sup>, it would be processed in the upcoming October cycle. If City Council directs a modification in January, it would be processed in the April cycle.



# Proposed Processing Schedule

	QTR 1	QTR 2	QTR 3	QTR 4
	Private Amendments Cycle 1	Public Amendments Cycle 1	Private Amendments Cycle 2	Public Amendments Cycle 2
January	Submission Pre-application December			
February	Review/Staff Comments			
March	Required Community Meeting (applicant)*			
April	City Council Workshop	Submission		
May	Planning Commission Briefing	Review/Staff Comments		
June	Planning Commission Hearing	Community Meeting (City)		
July	City Council 1 <sup>st</sup> Reading	City Council Workshop	Submission Pre-application June	
August	City Council 2 <sup>nd</sup> Reading	Planning Commission Briefing	Review/Staff Comments	
September	Adoption/Implementation	Planning Commission Hearing	Required Community Meeting (applicant)*	
October		City Council 1 <sup>st</sup> Reading	City Council Workshop	Submission
November		City Council 2 <sup>nd</sup> Reading	Planning Commission Briefing	Review/Staff Comments
December		Adoption/Implementation	Planning Commission Hearing	Community Meeting (City)
January			City Council 1 <sup>st</sup> Reading	City Council Workshop
February			City Council 2 <sup>nd</sup> Reading	Planning Commission Briefing
March			Adoption/Implementation	Planning Commission Hearing
April				City Council 1 <sup>st</sup> Reading
May				City Council 2 <sup>nd</sup> Reading



# Recommendations

## 2. For Privately Initiated Text Amendments:

### **a. *Update Fee Schedule***

Currently, there is only one fee for a private request, whether it contains one change, twenty (20) changes, or a complete re-write of an entire code section.

*Recommendation: Tiered fee schedule based upon scope of request.*

### **b. *Clarify application requirements, including:***

- Proposed Text
- Written Justification / Executive Summary
- All impacted code sections

### **c. *Require Public Information Outreach by Applicant***

Require applicant to conduct public information outreach and provide notice and meeting minutes prior to City Council Workshop

### **d. *Require Planning Commission Presentation***

Require applicant to present to Planning Commission

**Q & A**

**Discussion – Text Amendment Cycles**

A blurred image of a city skyline at dusk or dawn, with various building silhouettes against a blue and orange sky.

# **Administrative Lot Creation**

# Background

Council motion (September 2019)

File No. E2019-8 CH 27

Planning staff and the Legal Department to appear and provide a staff report with recommendations regarding the possibility of revising Chapter 27, City of Tampa Code of Ordinances, that would address perhaps property owners who are within 5% of the specific dimensional criteria of the zoning code so that it would become an administrative process instead of a rezoning process.

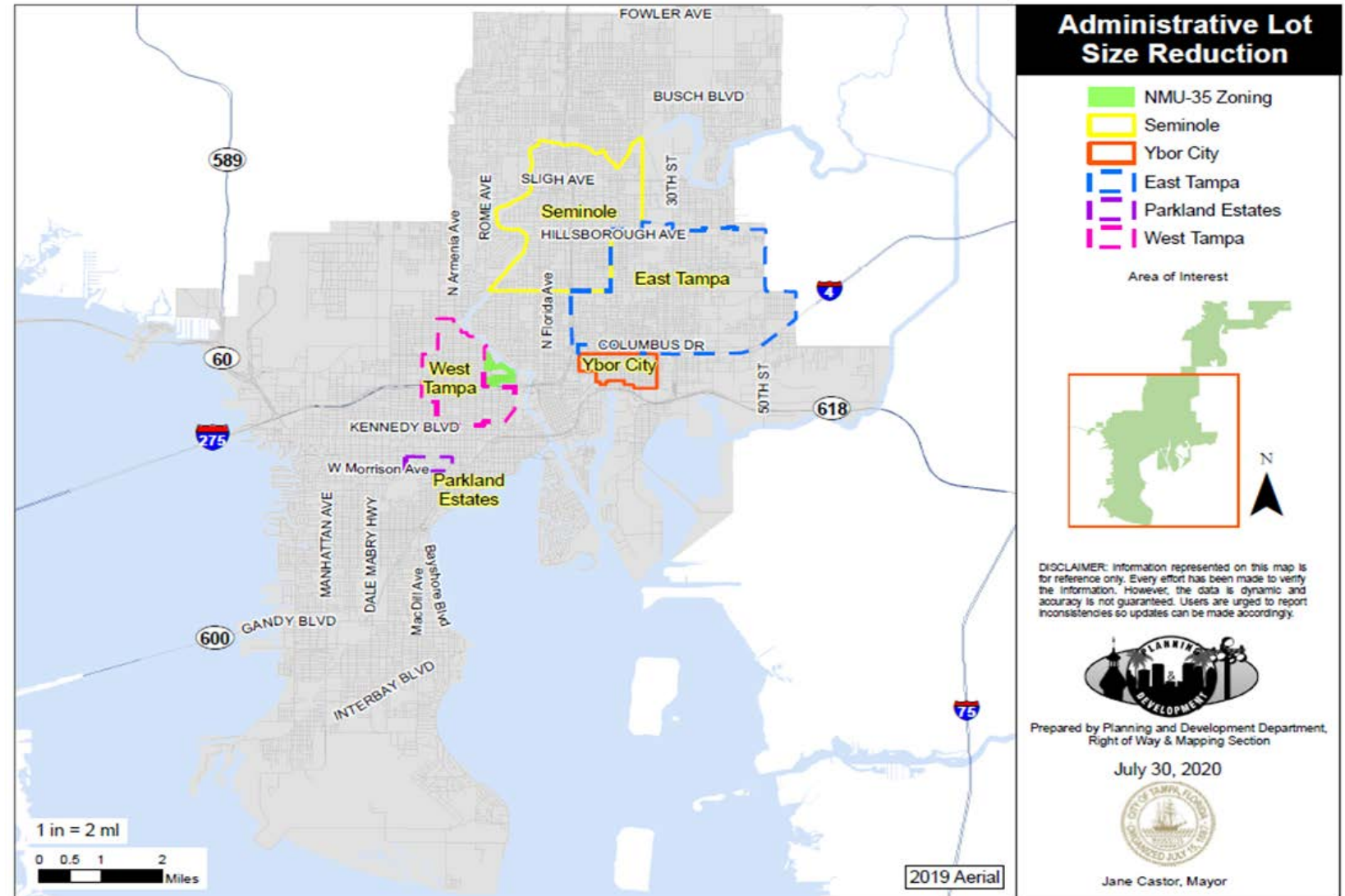
The Tampa Comprehensive Plan encourages administrative processes: LU Objective 8.14 and associated LU Policy 8.14.1 encourage the streamlining of development regulations to remove unnecessary requirements or delays in approving and permitting residential development.

# Recent Approvals - Research

- Staff reviewed 22 approved rezoning cases that resulted in reduced lot dimension/width. Twelve cases were Euclidean and ten cases were planned developments. On average, the lot width reduction was 17 percent.
- Based on the recent applications, the proposed 5 percent would not lead to administrative approval on the cases most recently approved by City Council. For example, RS-60 lot requirements are a minimum width of 60' and a minimum lot size of 6,000 square feet. A 5-percent change could create a lot that is 57' wide.
- Staff is recommending a reduction in 10 percent for the reduction, which would allow a RS-60 lot to be reduced in width from 60' to 54', for example.
- Overlay and special districts would remain the same, which recognizes platted lots and lots of record as "buildable lots". The graphic on the next page illustrates those districts.



# Map of Special and Overlay Districts



# Recommendations

1. Allow for the administrative creation of new lots through the formal decision process.
2. Create Criteria within the Creation of Lots Code Section, Chapter 27-11 to govern administrative process
  - a) Within 10 percent of the required lot dimension and/or lot width
  - b) Consistent with the existing development pattern (1,320 feet)
  - c) Allowance for administrative recognition of existing setbacks on “parent” parcel without requiring a variance, design exception or planned development. Does not vest non-conformity.
3. General language clean up



# Q & A

**Discussion - Administrative Lot Creation**

# NEXT STEPS...

MEETING TYPE	DATE
Public Information Meeting (Development & Growth Management) <ul style="list-style-type: none"><li>• Amplified Sound Changes</li><li>• Administrative Lot Split</li><li>• Quarterly Text Amendments</li><li>• Private Text Amendment: Michelini and Lum</li></ul>	June 7, 2021
City Council Workshop Private Amendments: Michelini and Lum Application	June 24, 2021
City Council Workshop on Public Amendments <ul style="list-style-type: none"><li>• Amplified Sound Changes</li><li>• Administrative Lot Split</li><li>• Quarterly Text Amendments</li></ul>	August 27, 2021

**THANK YOU**