

WELCOME

**Text Amendment Cycles
Item #2; Planning Commission Briefing
October 4, 2021**



Background

- Publicly initiated text amendment – July 2021 amendment cycle.
- Council discussion in January 2021 concerned adding additional amendment cycles.
- Staff recommendation during May 27, 2021 Workshop - to modify the code amendment process to bifurcate the public initiated amendments from the privately initiated amendments and provide 2 cycles for each one.
- August 26, 2021 City Council Regular Meeting - Staff presented Council with proposal to maintain the two existing text amendment cycles, allow for additional text amendments for urgent strategically aligned edits and process only publicly-initiated text amendments. Council directed staff to begin processing as proposed.

Challenges

- Current private amendment applications and associated modifications depend on staff to “write” the code.
- Many of the applications are too conceptual and do not demonstrate specific code modifications.
- Applications often lack justification or substantial basis for modification.
- Because privately-initiated applications follow a process similar to publicly initiated amendments, there is confusion amongst the public and other stakeholders about the origin, objective, and City position on the private applications.

Goals

- Simplify issues concerning origin/source and resources required for 'privately-initiated' vs 'publicly-initiated' amendments
- Maintain a maximum of two bi-annual publicly-initiated text amendments
- Provide opportunity for mid-cycle amendments when time-sensitive and narrowly-tailored to achieve critical strategic objectives

Proposed Text Amendment

1. Eliminate the provision enabling privately- initiated text amendments effective with the July 15, 2022 cycle. The final cycle for privately initiated text amendments would be January 2022.
2. Process only publicly initiated amendments as proposed by City Council or generated by the code administrator through City staff and leadership. Retain the current January and July cycle schedule for processing all publicly initiated amendments.
3. Add language enabling the code administrator to process out-of-cycle text amendments for narrowly tailored, strategically aligned edits that cannot/should not wait until one of the prescribed cycles.



Public Outreach

- August 26, 2021 City Council directed staff to begin processing the language proposed
- Public information meeting was held on September 13, 2021
- Staff presented proposal and received positive feedback from those in attendance

Effective Date

- Text amendment would become effective with the July 15, 2022 cycle.
- The final cycle for privately initiated text amendments would be January 2022.
- This allows adequate time for public notification of the change in process and to limit negative impact on any investments made toward applying in the January cycle.

Next Steps

Meeting Type	Date
Public Information Meeting	September 13 ✓
City Council Workshop	September 23
Planning Commission Briefing	October 4
Planning Commission Public Hearing	November 8
City Council 1 st Reading	December 16
Adoption Hearing	January 13

THANK YOU