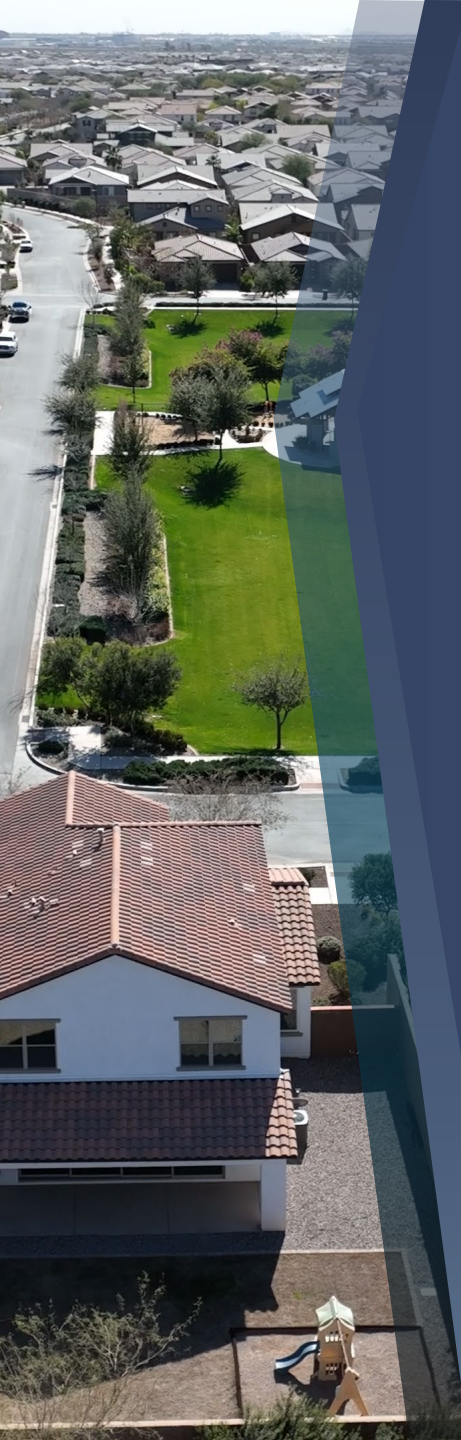


Board Organization and Realigned Duties Proposed Text Amendments

January 8, 2026

Mary Kopaskie-Brown, Planning Director
Rachel Phillips, Assistant Planning Director





What we have heard...

City Council

- Attendance at Planning and Zoning Board declining
- P&Z has an essential role
- Recommendations on significant land use Matters
- Need for a fully seated Board
- Respond to Development Advisory Forum requests for increased efficiency



Staff Proposal – P&Z Alternates

- Addition of three alternates
 - Help ensure a full Board is seated to make key recommendations
 - Protect quorum at all meetings to provide schedule certainty for applicants and residents
 - Build a pipeline of trained candidates for future full appointments
 - Allow the Chair to seat alternates on rotating basis as needed



Staff Proposal – P&Z Qualifications

- Modify composition of P&Z
- Recommend for P&Z
 - 3 design professionals including 1 contractor/developer
 - 4 community representatives
 - 3 alternates – at least 1 design professional or contractor/developer
- Mirror DRB composition



Alignment with State Legislation

- HB 2447 signed by the governor on March 31, 2025
- Requires Legislative bodies
 - Establish administrative review processes for approval of design plans to be based on objective standards without public hearings

Proposed Design Approval Structure

1) Combine Site Plan and Design Review Processes (“Development Plan Review”)

2) Align responsibilities of reviewing and approving bodies

Planning Director

- Meet all development and design standards
- Not requesting a rezone, PAD, BIZ, CUP, SUP, or other deviation

Design Review Board

- Alternative Compliance
- Municipal Projects (recommendation)
- As Directed by Council
- Planning Director Referral
- Planning Director Appeal
- PC District Matters
- Previous Approval Condition

Planning & Zoning Board

- Rezone, PAD, BIZ, CUP, or SUP
- PC District Matters
- Project Specific Design Guidelines & Standards

Questions?





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