



Yearly Update and Orientation

BOARD OF ADJUSTMENT

Agenda



- Planning Division Functions
- Land Use Review Process
- Tools for Land Use Review
- Zoning Basics and Land Use Regulations
- Board of Adjustment Functions
- Meetings

Planning Division Functions



Long-Range Planning



Current Planning



Historic Preservation

Land Use Review Process



Land Use Application Review

Staff Review
(iterative)
Recommendation

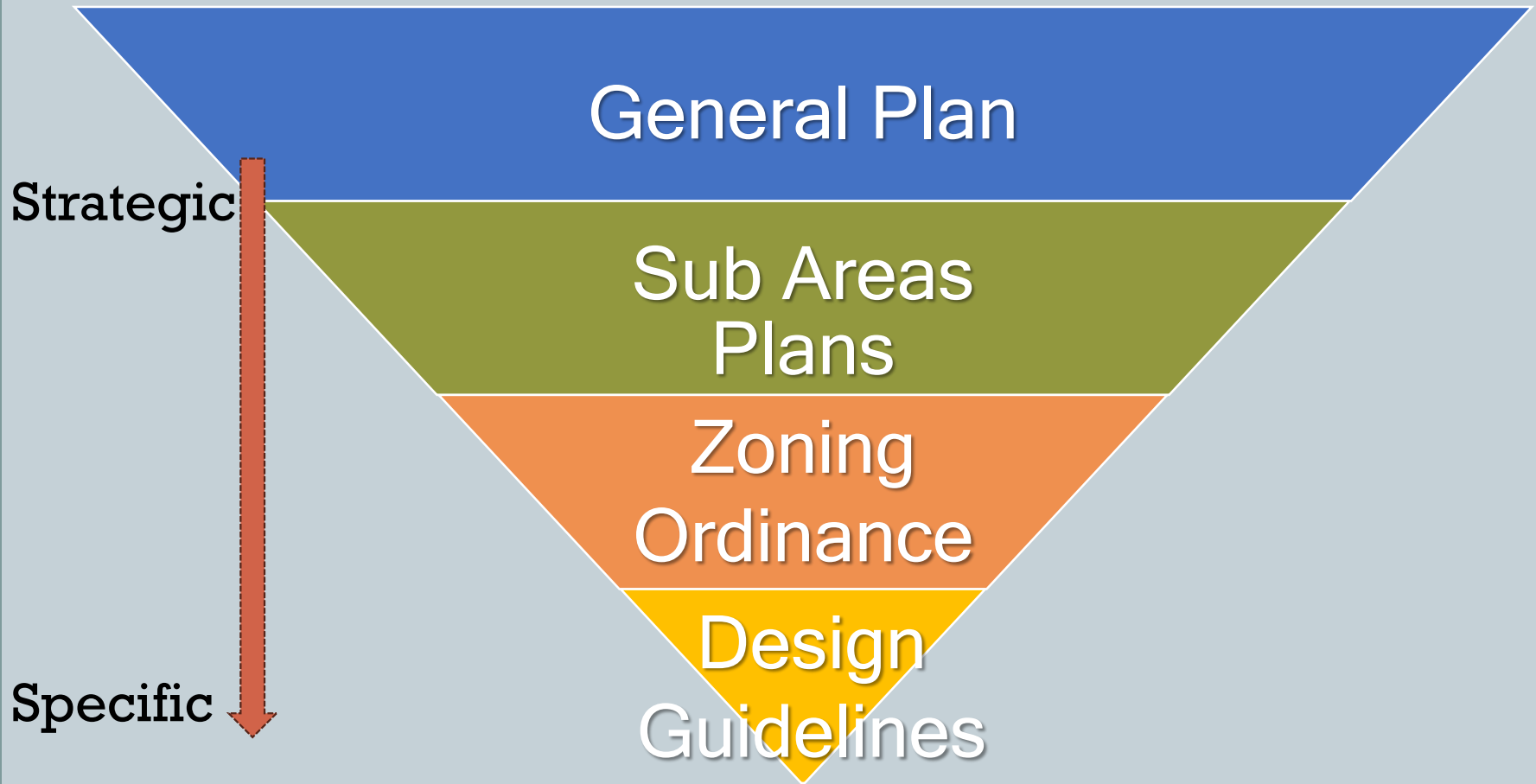
Public Meetings

Public Notice
Staff Report

Entitlements

Approval from
Planning
Director, BOA,
P&Z, or CC

Tools for Land Use Review



Tools for Land Use Review

GENERAL PLAN

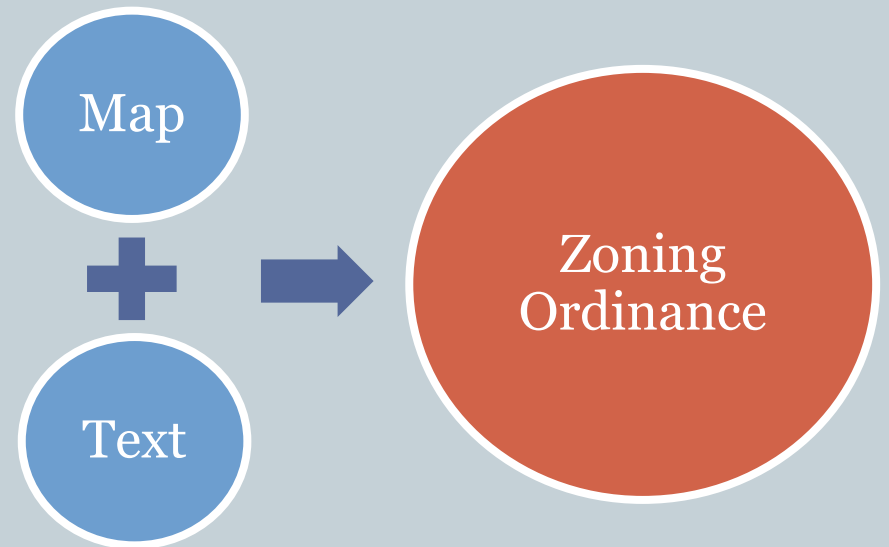
- Official policy guide to achieve desired physical development
- Expression of residents' values and aspirations
- Guide future plans, programs, investments, and other government activities
- Reference point for decision making - helps provide continuity over time



Tools for Land Use Review

ZONING ORDINANCE

- Implement the future land uses and built environment defined in the General Plan
- Division of land into districts or zones
- Regulate land uses
- Identify specific development standards (i.e., setbacks, building heights, and lot coverage)



Land Use Regulations



WHY ARE THEY NEEDED?

Ordinances/Laws that:

- Direct growth
- Ensure quality development
- Enhance health, safety, and welfare of the City

Without Them:

- Conflicts in land use (e.g. - industrial near residential)
- Impacts on quality of life
- Increased cost of development - no certainty
- Impacts to natural resources
- Impacts on land values - loss of investment

Board of Adjustment Functions



- 7 Member Board
- Review and Act on requests for:
 - Variances
 - Special Use Permits
 - Substantial Conformance Improvement Permits (SCIPs)
 - Development Incentive Permits (DIPs)

Variance - Review



- Requests for adjustments to setbacks, heights or other measurements. Must conform with required findings per Section 11-80-3:
 1. Special circumstances applicable to the property, including its size, shape, topography, location or surroundings; and
 2. Special circumstances are pre-existing, and not created by the property owner or appellant; and
 3. Strict application of the Zoning Ordinance will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district; and
 4. Approval will not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located.

Special Use Permit - Review



- Conformance with Special Use Permit approval criteria Section 11-70-5(E)
- Consistency with General Plan and Specific Plan policies
- Consistency with the purpose of the zoning district
- Impacts to the surrounding areas
- Adequate public services, public facilities, and public infrastructure are available to serve the proposed project
- Additional approval criteria for some uses and request such as comprehensive sign plans, parking reductions, automobile washing, service stations, etc.

SCIP - Review



Substantial Conformance Improvement Permit

- Useful for non-conforming sites when such sites are enlarged, buildings are replaced/enlarged, or other site developments are made
- Brings non-conforming developments into substantial compliance with the Zoning Ordinance
- Conformance with the required findings in Section 11-73-3

DIP - Review



Development Incentive Permit

- Provides incentives for the development of smaller tracts of land that would have difficulty meeting current development standards, having been bypassed by previous developments, and where land assembly either is not available, or is available only to a limited extent
- Applicability criteria listed in Section 11-72-1
- Conformance with required findings in Section 11-72-3

Meetings

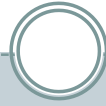


- Quorum - At least 4 members of the Board must be present
- The Chair, or in the Chair's absence, the Vice Chair, shall
 - Lead the meeting
 - Maintain order
 - Be the final decision maker for meeting management questions
- If both the Chair and Vice Chair are absent the Board will elect a presiding officer for the meeting

Meetings



- The Board can only discuss or take action on items adequately described on the agenda
- Agenda must be posted 24 hours in advance
- A minimum of 4 votes is required to approve a request
- Simple majority of Boardmembers present is required to deny a request
- Meetings of the Board must be open to the public
- Minutes of proceedings are kept and filed with the Planning Division as a public record



Questions?