

**STAFF REPORT FOR THE PLANNING COMMISSION WORKSHOP OF
JANUARY 22, 2020**

FILE NO: Title 18 Workshop

AGENDA ITEM: D.1

STAFF CONTACT: Lee Plemel, AICP, Community Development Director

AGENDA TITLE: Discussion only regarding future Title 18 workshop topics and scheduling.

STAFF SUMMARY: The Planning Commission is in the process of reviewing Title 18 of the Carson City Municipal Code for possible amendments. The Planning Commission will review various sections of Title 18 and the Development Standards over several months and conduct public workshops before making recommendations to the Board of Supervisors.

PROPOSED MOTION: [No action; discussion only.]

DISCUSSION:

At its last Title 18 workshop in September, the Planning Commission discussed an approach to reviewing and amending various chapters of Title 18 and the Development Standards. That approach included reviewing, making recommendations, and adopting ordinances to amend the following chapters of Title 18 prior to moving on to additional chapters of Title 18.

18.02 Administration

18.03 Definitions

18.04 Use Districts

18.05 General Provisions

Development Standards, Division 1 Land Use and Site Design

Planning staff discussed this approach to amending Title 18 with the Board of Supervisors on November 7, 2019. The Board of Supervisors generally agreed with the proposed approach, with the understanding that the order may change or other chapters may need to be amended to make conforming code amendments.

Generally, the update of each code section is proposed to follow the following review process (all public meetings):

1. Review and discussion at the Planning Commission.
2. Draft recommendations by the Planning Commission.
3. Review and comment by the Board of Supervisors on the draft recommendations.
4. Public hearing and action by the Planning Commission with final recommendations to the Board.
5. Action by the Board of Supervisors on the applicable ordinance.

Beginning on the following page is the proposed Title 18 review schedule for 2020 for Planning Commission/public workshops. (Note that each topic/Chapter is tracked by different highlighting colors.)

Draft 2020 Title 18 and Development Standards review schedule:

- January 22, PC workshop –
Development Standards Division 1 review
- January 29, regular PC meeting –
(No Title 18 items scheduled)
- March 4, PC/public workshop –
Chapter 18.02 (Administration) draft recommendations
- March 25, regular PC meeting –
(No Title 18 items scheduled)
- April 2, Board of Supervisors –
Chapter 18.02 (Administration) draft recommendations
- April 29, regular PC meeting –
Chapter 18.02 (Administration) final recommendations
- May 6, PC/public workshop –
Chapter 18.03 (Definitions) & 18.04 (Use Districts) draft recommendations
- May 27, regular PC meeting
(No Title 18 items scheduled)
- June 3, PC/public workshop –
Chapter 18.05 (General Provisions) draft recommendations
- June 4, Board of Supervisors –
Chapter 18.03 (Definitions) & 18.04 (Use Districts) draft recommendations
- June 24, regular PC meeting –
Chapter 18.03 (Definitions) & 18.04 (Use Districts) final recommendations
- June 30, PC/public workshop –
Development Standards Division 1 (Land Use & Site Design) draft recommendations
- July 2, Board of Supervisors –
Chapter 18.05 (General Provisions) draft recommendations
- July 29, regular PC meeting
Chapter 18.05 (General Provisions) final recommendations
- August 5, PC/public workshop –
Development Standards Division 2 (Parking) initial review and discussion
- August 6, Board of Supervisors –
Development Standards Division 1 (Land Use & Site Design) draft recommendations
- August 26, regular PC meeting
Development Standards Division 1 (Land Use & Site Design) final recommendations
- September 2, PC/public workshop –
Development Standards Division 2 (Parking) draft recommendations
Development Standards Division 3 (Landscaping) initial review and discussion
- September 30, regular PC meeting
(No Title 18 items scheduled)
- October 1, Board of Supervisors –
Ordinance introduction: Chapters 18.02-18.05 and Development Standards Division 1
Development Standards Division 2 (Parking) draft recommendations
- October 7, PC/public workshop –
Development Standards Division 3 (Landscaping) draft recommendations
Development Standards Division 4 (Signs) initial review and discussion
- October 28, regular PC meeting
Development Standards Division 2 (Parking) final recommendations

All meetings (after January 22) are scheduled in the Community Center Sierra Room. Dates of additional Title 18 workshops and meeting in late 2020 are to be determined. The schedule is subject to change, particularly if it is determined more time is needed for any given section of the code.

After the initial review and adoption of the above-noted code sections, it is anticipated that the following chapters will be reviewed:

Development Standards, Division 2 Parking
Development Standards, Division 3, Landscaping
Development Standards Division 4, Signs

Review and updates of other Title 18 code sections are anticipated to follow these updates, including updated to Title 17 (Division of Land). Staff will continue to evaluate the schedule and the order in which various code sections are reviewed with the Planning Commission and Board of Supervisors throughout the update process.

Please contact Lee Plemel in the Planning Division at 283-7075 or lpemel@carson.org if you have any questions regarding this item.

Attachments:

- 1) Title 18 Table of Contents (chapters)
- 2) Development Standards Table of Contents