

MEMORANDUM

TO: Mayor and City Council
Planning Commission

VIA: John Schlichting, Director of Planning and Code Administration

FROM: Board of Appeals
Trudy Schwarz, Community Planning Director
Caroline Seiden, Planner
Kirk Eby, GIS Planner

RE: Introduction of Proposed Text Amendment to Chapter 16 Related to Board of Appeals

DATE: May 3, 2013

In the wake of a lengthy and contentious special exception hearing last year, the Board of Appeals has identified multiple housekeeping and more substantial changes to the City Code that would enable the Board to review special exception, variance and administrative review petitions with more precision. The Board met over several work sessions to identify and propose revisions, predominantly to Chapter 24. Those text amendments are presented as a separate agenda item for City Council sponsorship.

Additionally, one amendment to Chapter 16, Peddlers, Hawkers and Solicitors, is suggested, below:

§ 16-6 – This amendment is proposed to ensure the proper process for an administrative review is referenced.

Staff is looking to introduce this text amendment at the May 20, 2013 meeting. Any input received on the draft amendment will be incorporated into the final draft ordinance advertised for a July 1, 2013 Joint Public Hearing.

chs/CHS

Attachment