

Memorandum

To: Planning Commission

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Date: June 5, 2020

Subject: **Amendments to the Comprehensive Plan Docketing Process**

Introduction

On July 24th and October 23, 2019, the Planning Commission met and reviewed zoning code regulations that apply to annual amendments to the Comprehensive Plan, referred to as the docketing process. Concerns focused on the lack of clarity and understandability of current zoning code language and the lack of consistency and predictability in the annual docketing process. At both meetings, the Planning Commission discussed many ways to improve the regulations found in RZC 21.76.070 (Land Use Actions and Decision Criteria) and asked staff to research potential code revisions. Attachment A captures the Planning Commission's suggestions from both meetings.

Timeline for Review.

Staff recommends that amendments to RZC 21.76.070 be adopted this year after the conclusion of the 2019-2020 docketing process which is currently under review by the City Council. New regulations will then be in place for the review and adoption of the 2021 Annual Review Docket of Comprehensive Plan Amendments. Staff is proposing for Commission consideration that the next docket application cycle open in 2021 during the first week of April and continue to do so every year going forward.

Preparation for the June 10th Study Session

Please review the attached proposed code revisions, and a matrix that shows the type of changes being proposed (new text, deleted text, moved text) as well as how the Planning Commissioners' suggestions have been addressed.

At the Planning Commission meeting on June 10, staff is requesting that the Planning Commission provide feedback on the proposed revisions.

Next Steps

After the June 10th meeting, staff will make further revisions to the RZC 21.76.070(J) and prepare the code for internal review including by the Technical Committee. Once a Technical Committee recommendation is made, staff will return to the Commission for study sessions, a public hearing and a final recommendation to Council.

Tentative dates:

June 24	Study Session, if needed
Week of June 29	Technical Committee
July 8	Study Session

July 22 Public Hearing & Study Session
Aug 12 Report Approval

Attachment A: Considerations for Amending RZC 21.76.070(J)
Attachment B: Proposed Code Revisions
Attachment C: Matrix

Attachment: Docketing Procedure Update | Study