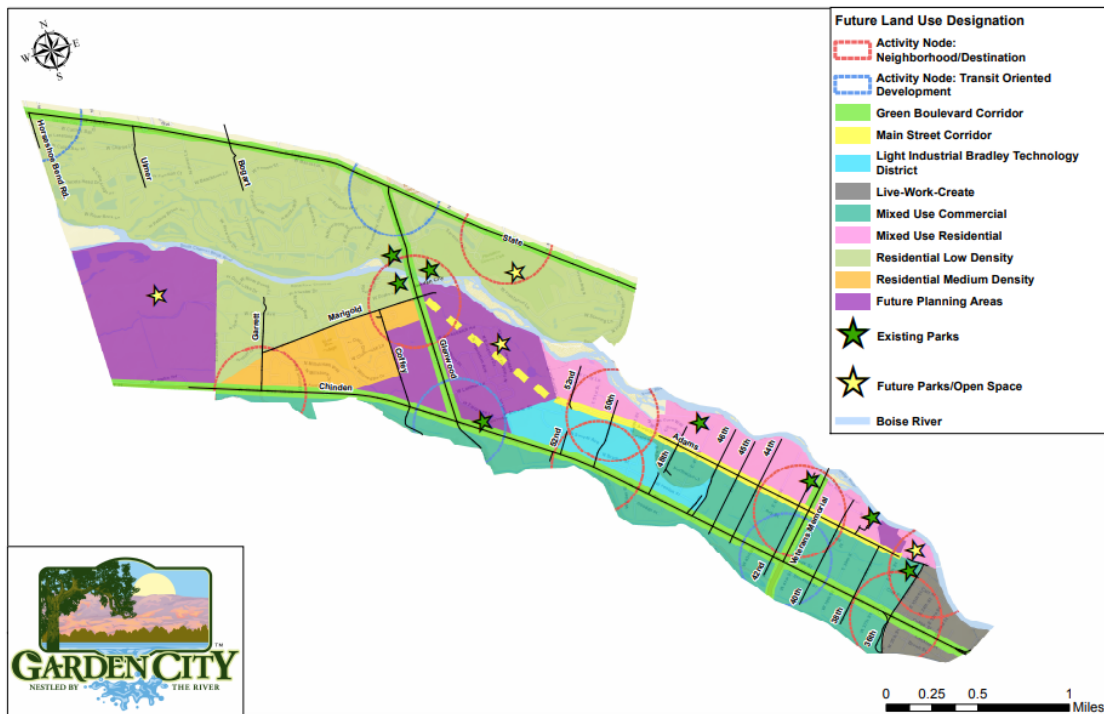




CITY OF GARDEN CITY

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File Number: CPAFY2023-0002
For: Development Code
Applicant: Staff
Report Date: December 9, 2022



Staff Report
Report prepared by Jessica Steadman

Table of Contents

A. Record Documents	3
B. Requested Action.....	3
C. Decision Process	3
D. Objective	2
E. Current Deficiencies	2
F. Proposed Changes.....	2
G. Evaluation of Proposed Changes	3
H. Agency Comments.....	3
I. Public Comment.....	3
J. Code/Policy Review.....	3

A. Record Documents

[LINK to all documents](#)

Individual links:

1. Application Materials
 - a) [CPAFY2023-0002 Ordinance Form DRAFT for Neighborhood Meeting](#)
 - b) [Legal Memorandum January 20, 2023](#)
 - c) [Compliance Statement](#)
2. Draft Potential Recommendation/Decision
 - a) Planning and Zoning Recommendation
 - b) City Council Decision
3. Staff Report
4. Noticing Documents
 - a) [Combined Noticing Documents](#)
5. Agency Comments
 - a) [Legal Memorandum November 8, 2022](#)
6. Public Comments: linked in [Section G](#)
 - a) [Recommendation: Planning and Zoning Commission](#)
7. [Proposed Ordinance 1032-22](#)

B. Requested Action

Public Hearing and decision for proposed amendments to Garden City, Title 8, Development Code related to Permit Extension regulations.

On December 22, 2022, the Planning and Zoning Commission unanimously recommended approval.

C. Decision Process

Proposed Scope of Work:

This application is for a Development Code Amendment per Garden City Code 8-7A-2 Definition of Terms:

BASE ZONING DISTRICT:	The underlying zoning district.
COMPREHENSIVE PLAN:	The adopted plan for Garden City pursuant to the Local Land Use Planning Act, Idaho Code section 67-6501 .
ZONING DISTRICT, BASE:	General district in which all properties are divided into residential, commercial, or industrial uses and reflected on the zoning map.
ZONING DISTRICT, OVERLAY:	A special district which supplements or substitutes the requirements of the base zoning district in order to address particular circumstances on the site.

General Provisions

This application is processed per GCC 8-6A-7 Public Hearing.

Required Decisions: The following decision processes are required for the project as governed by GCC Table 8-6A-1:

Decision		Recommendation Authority/ Hearing Date	Decision Authority
Development Code Amendment		Planning and Zoning Commission: Hearing December 21, 2022.	City Council: Hearing January 9, 2023

Required Findings:

For the approval of a Development Code Amendment, the City Council must find the application meets the following findings, found in [GCC 8-6B-5](#):

1. The text amendment complies with the applicable provisions of the comprehensive plan;
2. The text amendment shall not be materially detrimental to the public health, safety, and welfare; and
3. The text amendment shall not result in an adverse impact upon the delivery of services by any political subdivision providing public services within the city.

Decision:

After hearing the evidence and considering the application, the decision maker shall make their decision. The decision maker shall report the facts upon which it based its conclusion, the ordinance and standards used in evaluating the application, the actions, if any, that the applicant could take to obtain a permit, and whether a permit is granted, granted with conditions, or denied. The decision maker shall make its findings and decision no later than by the next regular scheduled meeting.

The Planning and Zoning Commission is the recommending authority for this application.

Recommendation

The Recommending Authority may take one of the following actions:

1. Recommend the City Council grant/ approve the application as applied;
2. Recommend the City Council grant/ approve the application with conditions as drafted or as amended to the City Council;
3. Recommend the City Council deny the application; or
4. Request the applicant return with revised materials for additional review.

The City Council is the final decision maker for this application.

Decision

The City Council may take one of the following actions:

1. Sustain the recommendation as presented to the City Council;
2. Modify the recommendation with conditions;
3. Reject the recommendations; or
4. Remand the application to a recommending body for additional proceedings and findings.

If there is a denial, state code requires that the decision maker identify what could be done to obtain approval.

Appeal of Decision:

Pursuant to Garden City Code [Table 8-6A-1 Authorities and Processes](#), the Planning and Zoning Commission is the recommending authority to City Council, the final decision maker for the requested application. The recommendations of the Design Committee and the Planning and Zoning Commission do not constitute a final decision on the application.

Every final decision rendered shall provide is accompanied by notice to the applicant regarding the applicant's right to request a regulatory taking analysis pursuant to section [67-8003](#), Idaho Code. An applicant denied an application or aggrieved by a final decision concerning matters identified in section [67-6521](#)(1)(a), Idaho Code, may within twenty-eight (28) days after all remedies have been exhausted under local ordinance seek judicial review under the procedures provided by [chapter 52, title 67](#), Idaho Code. Per Idaho Code 67-6511 (2)(a) this provision extends to an amendment of a zoning ordinances applicable to an owner's lands.

D. Objective

This ordinance modifies criteria related to permit extensions by providing a uniform time period for extensions on permits governed by the building regulations and development code. The purpose of this ordinance is to lengthen permit and permit extension times in both Title 7 and Title 8 to make permitting processes more unified and usable. The proposed ordinance includes changes to the following provisions: Title 7 ("Building Regulations"), Chapter 1 ("Purpose And Administration"), Section 5 ("Permit Time Limitation And Expiration"); Section 7 ("Permit Reactivation"); Title 8 ("Development Code"), Chapter 2 ("Base Zoning District Regulations"), Article C ("Land Use Provisions"), Section 33 ("Recreational Vehicle Park"); Chapter 4 ("Design And Development Regulations"), Article F ("Sign Provisions"), Section 4 ("Permit Required"); Chapter 5 ("Land Division Regulations"), Article B ("Subdivision Process"), Section 6 ("Term Of Permits"); Chapter 6 ("Administration"), Article A ("General Provisions"), Section 8 ("Expiration Of Approvals") of the Garden City Code.

E. Current Deficiencies

The City has identified the following deficiencies in Garden City Code, Title 7 and Title 8: Time periods for permit extensions are currently varied and insufficient in length.

F. Proposed Changes

- Granting the authority for one or more extensions to be completed by staff.
- Providing that subsequent code changes that affect the application will be taken into consideration for permit extensions and reactivations.
- Changing the permit time in Title 8 for signs from one-hundred eighty (180) days to two (2) years and extensions to one (1) year.

- Changing permit expiration date in Title 8 for subdivisions from one (1) year to two (2) years.

G. Evaluation of Proposed Changes

Staff has reviewed the whole of Title 8 and sees no unwanted affect or conflicts that this amendment would create. There is no known conflict with any other regulation, adopted policy, the Garden City Comprehensive Plan, or other adopted plan of the City.

H. Agency Comments

The following is a summary of the agency comments that were provided at the time of the drafting of this report. All comments are included in their entirety as a part of the record.

Agency	Comment Date	Summary
Garden City Legal Department	November 8, 2022	Overview of changes

I. Public Comment

No public comments were provided as of the drafting of this document.

J. Code/Policy Review

The below serves as an analysis of applicable provisions Garden City Code, Title 8, Development Code and identified applicable policies, plans, and previous approvals.

Garden City Title 8 Code Sections			
Code Section	Review Authority	Compliance Issues	Analysis/ Discussion
Title 8, Chapter 1: General Regulations			
Title 8, Chapter 6, Article A: Administration			
8-6A-3 General Application Process	PZ/ CC	No compliance issues noted	The application was reviewed and considered complete within 30 days of submittal, a notice of application acceptance was issued to the applicant, and staff started processing the application.
8-6A-4 Required Application Information	PZ/ CC	No concerns noted	A Compliance Statement was received as required.
8-6A-7 Public Hearing Process	PZ/DRC/CC	No compliance issues noted	The applicant provided a neighborhood meeting more than one month and less than three months prior to application submittal. The City provided notifications to agencies with jurisdiction, and ran a 2"X 4" legal notice in the Idaho Statesman, at least 15 days prior to the first hearing, conspicuously posted notice at the Garden City Library, Garden City Hall, online, and Garden City Police Department, and provided notice to radio, newspaper, and television.

Other Items Reviewed	
Plan/Policy	Discussion/ Analysis
Idaho Code 67-6511	The Local Land Use Planning Act requires that code amendments be compliant with the Comprehensive Plan.
Idaho Code 67-6519	Garden City Code and procedures are consistent with The Local Land Use Planning Act Application Granting Process.
Garden City Comprehensive Plan	In and of itself, a Comprehensive Plan is not legally binding. However, a required Conclusion of Law for zoning map amendments in Garden City is that the amendment is in conformance with the Comprehensive Plan. In this way the Garden City Zoning Code ensures that proposed zoning map amendments are not only required to be compatible with existing neighborhoods but are also progressing the vision that the community has for those neighborhoods. This application may be supported by the following goals, objectives, and action steps of the plan: - Goal 6 Diversity in Housing ○ Objective 6.3: Maintain the diversity of housing