

CITY OF CRAIG PLANNING COMMISSION AGENDA

Meeting of August 25, 2011
7:00 p.m., Craig City Council Chambers

Roll Call

John Moots (chair), Sharilyn Zellhuber, Lonnie Walters, Bill Russell, Mark Beardsley

Approval of Minutes

1. Approval of July 28, 2011 Meeting Minutes

Public Comment

1. Non-Agenda Items

Public Hearing and New Business

1. Amending Section 18.05.002 of the Land Development Code to include tri-plex housing units as a conditional use in Medium Density Residential Zoning

Old Business

1. Final Approval of Brandi Court Replat Creating Lot 6A, Anchor Baptist Church
2. Discussion of Mark Beardsley's position as planning commissioner

Adjourn

CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of July 28, 2011

Roll Call

Present were John Moots (chair), Sharilyn Zellhuber, Lonnie Walters, and Bill Russell. Mark Beardsley was absent/excused.

Also present was Brian Templin, City Planner

Approval of Minutes

1. Approval of May 26, 2011 Meeting Minutes. A motion was made and seconded to approve the minutes of the May 26, 2011 meeting.

MOTION TO APPROVE

ZELLHUBER/WALTERS

APPROVED

Public Comment

1. Non-Agenda Items. There were no public comment on non-agenda items.

Public Hearing and New Business

1. Amending Section 18.05.002 of the Land Development Code to include tri-plex housing units as a permitted or conditional use in Medium Density Residential Zoning. Brian reported to the commission that the portion of the municipal code that outlines uses in the medium density residential (RM) zone omitted any allowance of triplexes as a permitted or conditional use. The current code allows for up to duplexes as a permitted use and four-plexes or larger as a conditional use. Brian said that since there had not been any applications for triplexes in the RM zone since his time as planner it had not been brought to his attention. Brian told the commission that the Craig Community Association was proposing development at Tract 18, USS 2611 on East Hamilton Drive that would potentially include triplexes as part of the development. Brian asked the commission to look at the use and provide direction on whether it should be a permitted use or a conditional use. Brian said that he had started the public notice but wanted some discussion by the commission so that he could prepare the resolution for the next meeting. Brian said that it was very close and that there were good arguments for including it either as a permitted or conditional use. Brian asked the commission to keep in mind that even though the problem was discovered because of the proposed development that any change to the municipal code would apply to all properties in Craig with the same zoning. Brian reminded the commission that code changes had to be approved by the City Council and the commission was responsible to forward a recommendation to the council. After discussion by the commission the commission directed staff to prepare the resolution listing triplexes as a conditional use in the RM zone. Brian said that he would have the resolution for consideration in August.

2. Mark Beardsley's position as planning commissioner (added as a non-agenda discussion item). Brian shared with the commission that Mark Beardsley would be living outside of Craig for the next year or so for family and work reasons. Mark emailed Brian and said that he considered it a temporary absence and not a permanent move and wanted to stay on the planning commission. Brian said that Mark would return to Craig about once a month and would try to arrange those trips to coincide with planning commission meetings. Brian said that the municipal code did not clearly define "resident" for purposes of planning commissioner and the only place that residency was really used in Title 18 was in relation to being appointed as a commissioner. Brian reminded the commission that Mark was recently reappointed and his term didn't expire until January 2014. Brian said that he had not talked to Jon or the Mayor yet for direction and asked the commission for their input. The commission talked about the value of having a commissioner be a full time resident so that they would have a better understanding of issues and decisions that the commission considered. The commission also felt that the ability to go and look at a development or property that was being considered was also very important. While the commission thought that Mark has done a great job on the commission they felt that it would be better if a new commissioner was appointed. They also noted that they would welcome Mark on the commission in the future. Brian said that he would take that recommendation to Jon.

Old Business

There were no Old Business items on the agenda.

Adjourn

A motion was made and seconded to adjourn the meeting.

MOTION TO ADJOURN

WALTERS ZELHUBER

APPROVED

John Moots, Chairman

Attest: Brian Templin, City Planner

CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Brian Templin, City Planner
Date: August 22, 2011
RE: Triplex Housing in Medium Density Residential Zones (Land Development Code Section 18.05.002)

At the July 28, 2011 meeting the commission had a general discussion regarding triplexes in medium density residential (RM) zoning. The commission felt that permitted and conditional uses were potentially appropriate places to place triplexes in this zone but wanted to consider making it a conditional use. A copy of the discussion memo and Resolution 533-11-PC are attached to this memo.

The public hearing for the amendment to the land development code is scheduled for the August 25th meeting. All public notice has been completed.

While this amendment has come to staff's attention because of a proposed development the commission should remember that the change will affect all RM zoned property in Craig.

As with all amendments to the municipal code the planning commission will make a recommendation (in the form of a resolution) and forward that recommendation to the city council for final adoption. The council has the right to pass the recommended change, modify the recommendation, not make any change to the municipal code or send the proposal back to the commission for further discussion or public hearing.

Recommendation: After taking public hearing on the issue, pass Resolution 533-11-PC amending the Craig Municipal Code.

CITY OF CRAIG PLANNING COMMISSION

RESOLUTION 533-11-PC

RECOMMENDING AN AMENDMENT TO THE CRAIG LAND DEVELOPMENT CODE SECTION 18.05.002, ZONE DESIGNATIONS, RESIDENTIAL – MEDIUM DENSITY (RM) ZONE, CONDITIONAL USES.

WHEREAS, the Planning Commission held a public hearing on August 25, 2011; and,

WHEREAS, public notice was given in accordance with Sections 18.02.100 and 18.06.006 of the Craig Land Development Code; and,

WHEREAS, the Planning Commission discussed the changes at regular meetings between March and August, 2011; and,

WHEREAS, the Planning Commission finds that the specific criteria of Section 18.06.006 of the Craig Land Development Code are met as follows:

1. The amendments are consistent with the Craig Comprehensive Plan and the Craig Coastal Management Program;
2. The proposed amendments are supported by specific studies or other factual information which documents the public need for the amendment.

NOW, THEREFORE, BE IT RESOLVED, That the Craig Planning Commission recommends that the Craig City Council amend the Craig Land Development Code by amending Craig Municipal Code Section 18.05.002(B)(3) as follows (strikethrough denotes deleted language, **[bold in brackets denotes added language]**):

3. Apartments (~~four~~ **[three]** units or more);

APPROVED this 25th day of August 2011

Chairman John Moots

Brian Templin, Craig City Planner

CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Brian Templin, City Planner
Date: July 15, 2011
RE: Triplex Housing in Medium Density Residential Zones (Land Development Code Section 18.05.002)

Background: The tiered residential zoning (low, medium and high) is used to regulate the density of housing units on properties within residential zones. This is accomplished by regulating the minimum lot size, density requirements (both number of dwelling units and number of dwelling structures) and allowed uses.

It was discovered recently that in the list of permitted and conditional uses for Medium Density Residential (RM) zoning that the allowed uses went from including single family houses, duplexes, modular home, modular duplexes, mobile homes and zero lot line development of two dwelling units or less as permitted uses to apartments (4 units or more) and zero lot line development of more than two dwelling units as a conditional use.

This list essentially allows a broad range of residential uses up to duplexes as permitted and 4 unit apartments or larger as conditional. There is no provision in the code for triplex housing either as a permitted or conditional use. Since the density clearly allows for 4 units or more as a conditional use it appears that triplexes were inadvertently left out of the list of permitted/conditional uses.

Low Density zoning allows up to duplexes as a permitted use with no allowance for triplexes or apartment buildings in either the permitted or conditional uses. High density zoning allows for up to four plexes as permitted use and larger apartment buildings as a conditional use. Permitted/conditional uses are considered as “maximum” development on a lot and lot size is still used to calculate and limit the number of dwelling structures and dwelling units within those maximum limits. Prior to 2004 a developer could have one dwelling unit per 1,000 square feet of lot up to the maximum allowed as a permitted or conditional use. This essentially meant that most lots in most zones could build up to the maximum number of dwelling units on a minimum sized lot. In 2004 the planning commission and city council amended the land development code to require 3,000 square feet for each dwelling unit on a lot. This change was adopted for all zones. This change meant that most lots could not build to the maximum allowable uses on minimum sized lots. For example prior to the amendment in 2004 a 6,000 square foot high density lot in old Craig was permitted to build a 4 unit structure as a permitted use and up to a 6 unit structure as a conditional use. After the code amendment in 2004 the development on that 6,000 square foot lot was restricted to no more than 2 units. After 2004 it would take a minimum of 12,000 square feet in the zone to build a 4 unit building and 18,000 square feet to build a 6 unit building.

Discussion: There have been no applications to build triplexes in RM over the years so the fact that they were left out of that zone was not noticed. Recently there has been discussion of development along East Hamilton Drive that would include triplexes on RM zoned property.

Triplexes in the RM zone could be appropriate as either a permitted or conditional use. It appears to make sense that triplexes should be allowed under one of these categories since the current conditional use allows for an unlimited number of units (Apartments – 4 units or more) as long as the minimum lot size for density were met.

While either permitted use or conditional use is appropriate it appears that it would naturally fit in the progression of density as a permitted use. The current progression of the number of units allowed as permitted and conditional uses goes like this:

| Current Zoning Code | | |
|--------------------------|------------------|-------------------------------|
| Zone | Permitted Use | Conditional Use |
| Low Density | Up to two units | No increase |
| Medium Density | Up to two units | Four units or more |
| High Density (New Craig) | Up to four units | Five units or more (no limit) |
| High Density (Old Craig) | Up to four units | Five units or more (no limit) |

If triplexes were made a permitted use the amended code would allow:

| Amended Zoning Code – Triplex as Permitted use in RM | | |
|--|--------------------------|-------------------------------|
| Zone | Permitted Use | Conditional Use |
| Low Density | Up to two units | No increase |
| Medium Density | Up to three units | Four units or more |
| High Density (New Craig) | Up to four units | Five units or more (no limit) |
| High Density (Old Craig) | Up to four units | Five units or more (no limit) |

If triplexes were made a conditional use the amended code would allow:

| Amended Zoning Code – Triplex as Conditional use in RM | | |
|--|------------------|-------------------------------|
| Zone | Permitted Use | Conditional Use |
| Low Density | Up to two units | No increase |
| Medium Density | Up to two units | Three units or more |
| High Density (New Craig) | Up to four units | Five units or more (no limit) |
| High Density (Old Craig) | Up to four units | Five units or more (no limit) |

Recommendation: While either permitted or conditional uses would be appropriate it appears that amending the code to allow triplexes as a permitted use would follow a natural progression. This would allow up to two permitted units in RL, up to three permitted units in RM and up to four permitted units in RH and RH1. In addition to the progression of units the commission should take into consideration the density changes made to the code in 2004 that had a large impact on all zones. The change from 1,000 square feet to 3,000 square feet per dwelling unit still means that a lot in RM must be larger than minimum in order to build a triplex. The public notice for the change has been posted and the public hearing is scheduled for August 25. The commission should discuss the issue at the July 28th meeting in preparation for formal discussion and public hearing in August. No action is required at the July 28th meeting.