



REVISED **CITY COUNCIL** **AGENDA REPORT**

MEETING OF AUGUST 13, 2015

FROM: COMMUNITY DEVELOPMENT DEPARTMENT
SUBJECT: ZONING CODE UPDATE – ISSUES AND OPTIONS SPECIAL MEETING SCHEDULE

RECOMMENDED ACTION: Receive status report on the Zoning Code Update. Review, direct staff on future agenda topics, and set special meeting schedule.

BACKGROUND: The City of Capitola adopted the new General Plan on June 26, 2014. State law requires that the City's Zoning Ordinance and Local Coastal Plan (LCP) be consistent with the General Plan. Since the adoption of the new General Plan, staff has initiated the update to the Zoning Ordinance. In August of 2014, the public outreach efforts began with a public survey and multiple stakeholder meetings. From November 2014 to February 2015, staff organized all the public comment input into a master list and drafted the Issues and Option Report.

The Issues and Options Report was distributed to the Planning Commission on March 5, 2015, and City Council on March 12, 2015. The Report provides an overview of 18 Zoning Code issues that require discussion and direction early in the process, prior to drafting the updated Zoning Code. For each issue, the Report provides an overview of the issue, explanation of the General Plan direction regarding the issue, and multiple options for how the issue can be addressed within the Zoning Code Update.

The City Council and Planning Commission held a special joint kickoff meeting on April 30, 2015. During this meeting, staff received direction on six of the 18 zoning issues. The Planning Commission held four additional special meetings on May 18; May 21; June 22; and July 20, 2015. The direction provided by the Planning Commission during the special meetings on the 18 issues is included in the Issues and Options Matrix (Attachment 2).

DISCUSSION: The City Council will begin their review of the Planning Commission recommendation during the [September 21, 2015](#), special meeting. During the meeting, staff will present the topics that as directed will significantly modify the existing Code. These items include:

Issue 8a: Calculation of Non-Conforming Structural Alterations
Issue 8b: Non-conforming activities and structures on improved R-1 parcels
Issue 11c: Composition of Architectural and Site Review Committee
Issue 13: Planned Development
Issue 18: City Council Appeal of Planning Commission Decision

[In April, the City Council tentatively scheduled special meetings dates in September and October 2015.](#) To prepare for the special meetings, staff is requesting the City Council review the Planning Commission's recommendations within the Issues and Options Matrix and direct staff on those items they would like to have placed on a future agenda. For those items in which the City Council does not have questions and supports the direction provided by the Planning Commission, the City Council may direct staff to not place those items on the agenda. The items discussed at the April 30, 2015, special joint meeting will not be placed on an agenda unless directed by the City Council.

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Next Steps

After receiving direction on all 18 issues, the new Zoning Code and CEQA document will be drafted for publication. This step is estimated to take approximately two to three months. The document will be published and available for public review for an additional month. The draft Ordinance will then return to the Planning Commission for review and recommendation. The City Council will conclude the process with the final review and adoption. Upon adoption, the Zoning Code will be submitted to the Coastal Commission.

ACTIVITY	SCHEDULE
Issues and Options Hearings – Planning Commission	May – July 2015
Issues and Options Hearings – City Council	Sept – Oct 2015
Preparation of Draft Zoning Code	Nov 2015 – Jan 2016
Draft Zoning Code Review Hearings – Planning Commission	Feb 2016 – April 2016
Draft Zoning Code Review Hearings – City Council	May 2016 – July 2016
Zoning Code Review – Coastal Commission	Aug 2016 - TBD

FISCAL IMPACT: None

ATTACHMENTS:

1. Issues and Options Matrix
2. Zoning Code Update: Issues and Options Report

Report Prepared By: Katie Cattan
Senior Planner

**Reviewed and Forwarded
By City Manager: _____**