

Zoning Ordinance Critique

Leesburg, VA

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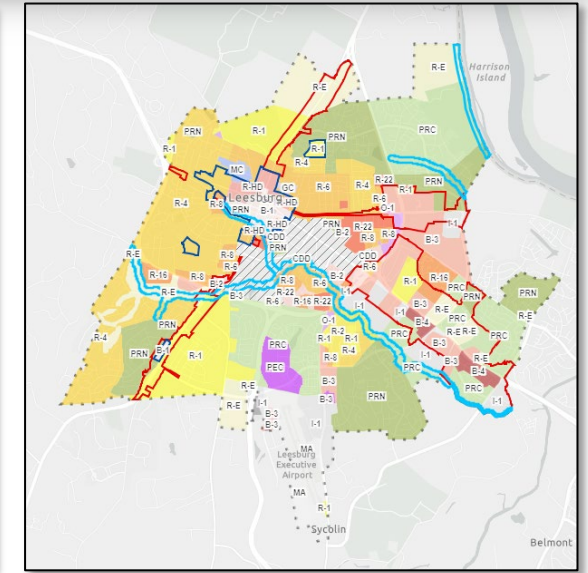
Project Goals

- Perform a Code Audit with an eye toward internal consistency, zoning best practices, changes to parking regulation, and legal soundness
- Improve the structure and format, including graphics, of the Zoning Ordinance
- Implement relevant policies of the ***Legacy Leesburg Town Plan***
- Revise the Crescent Design District
- Incorporate a Staff “punch list” of changes
- Engage the public throughout the project

What Does a Zoning Ordinance Address?

- Zoning / Land use / Building Types
- Landscaping, Buffering, Hardscaping
- Parking, Loading, Stacking
- Signs
- Review Bodies and Procedures
- Nonconformities
- Enforcement / Violations / Penalties
- Definitions

Table 2-2-2-1 Residential and Agricultural Uses									
P = Permitted L = Limited S = Specific "--" Prohibited									
Use Category	Land Use	Zoning Districts							Use Standards
		AG	SF	GR	MH	TC	GC	IN	
Single-Family Residential	Single-Family Dwelling (Standard)	P	P	P	P	--	--	--	--
	Manufactured Home	--	L	--	P	--	--	--	Sec. 2-2-3
	Mobile Home	--	--	--	--	--	--	--	--
Multiple-Family	Apartment (>3 du)	--	--	P	--	P	L	--	Sec. 2-2-3
	Duplex (2 du)	--	--	P	--	--	--	--	--
	Manufactured Home Park	--	--	--	L	--	--	--	Sec. 2-2-3
	Townhouse (3 to 10 du)	--	--	P	--	P	L	--	Sec. 2-2-3
	Accessory Building	P	P	P	P	--	--	--	--
	Attached Accessory Dwelling	P	L	P	P	--	--	--	Sec. 2-2-3



What Does a Zoning Ordinance Address?

- Controls what *land uses can go where*
- Can prevent or mitigate *incompatible uses* locating next to one another
- Provides standards for *landscaping, parking, lighting, common open space and amenities, and signs*
- Details *review bodies, procedures, and permits* for regulating land use
- Applies to *private property*



What Does a Zoning Ordinance **NOT** Address?

- **Property Tax Policy.** It will not raise or lower the Town's property tax rate.
- **Annexation Policy.** Annexation of land is more closely related to a Comprehensive Plan.
- **Capital Improvements Program.** It does not set policy for the extension or improvement of public infrastructure.
- **Building Code.** This regulates how structures are built to ensure their future structural soundness and safety.
- **Construction Standards.** It does not specify how thick subbase, base, and paved surfaces should be, how curb and gutter is built, etc.
- **Unified Development Code.** It does not incorporate all development-related laws. Subdivision standards, for instance.

Comprehensive Plan = Menu

Zoning Ordinance = Recipe

COMBINATION PLATE Includes Rice & Beans			
1 TWO BEEF OR CHICKEN TACOS	2 BEEF TACO & BEAN TOSTADA	3 TWO BURRITOS	4 TWO FISH TACOS
5 TWO ENCHILADAS	6 TWO BEEF OR CHICKEN TACOS	7 BEEF TACO & ENCHILADA	8 POLLO ASADO
9 TWO CHILES RELLENOS	10 MACHACA	11 SAUTERDOSA ENCHILADA	12 TWO ASADA TACOS
13 CHORIZO	14 CHIMICHANGA	15 CARNITAS	16 CARNE ASADA
17 STEAK RANCHERO	18 SHRIMP	TACO SALAD	

HARD TACOS	
BEEF	3.0
CHICKEN	3.6
POTATOE	3.0

TACOS	
CARNE ASADA	3.65
ADOBADA	3.65
CARNITAS	3.65
POLLO ASADO	3.65
SHRIMP	4.05
FISH	3.35

BURRITOS	
CALIFORNIA BURRITO	7.99
CARNE ASADA	6.89
CARNITAS	6.89
ADOBADA	6.89
POLLO ASADO	6.89
SURF & TURF	6.89
SHRIMP	7.63
FISH	6.89
CHILE RELLENO	6.29
MIXED	5.97
VEGGIE	5.26
CHICKEN or BEEF	5.97
BEANS & CHEESE	4.95

QUESADILLAS	
SUPREME	7.49
CARNE ASADA	6.47
POLLO ASADO	6.47
ADOBADA	6.47
CHEESE	3.83

TOSTADAS	
FLYING SAUCER	6.79
BEEF	3.91
CHICKEN	3.91
BEANS & CHEESE	3.91

- Shows the possibilities
- Less information on ingredients and timing
- Pictures of finished product
- Does not get into the details

START STRONG

The easiest way to tell when tortelloni are done is to watch them float! Once they're all bobbing at the surface of the water, they're perfectly cooked.

BUST OUT

- Large pot
- Slotted spoon
- Kosher salt
- Black pepper
- Olive oil (2 tsp | 2 tsp)
- Butter (3 TBSP | 4 TBSP)

INGREDIENTS

Ingredient 2-person | 4-person

- Scallions 2 | 4
- Button Mushrooms 8 oz | 16 oz
- Garlic 2 Cloves | 4 Cloves
- Cheese Tortelloni 8 oz | 16 oz
- Italian Seasoning 1 TBSP | 2 TBSP
- Cream Cheese 2 TBSP | 4 TBSP
- Sour Cream 2 TBSP | 4 TBSP
- Mushroom Stock Concentrate 1 | 2
- Parmesan Cheese 1/4 Cup | 1/2 Cup
- Chili Flakes 1 tsp | 1 tsp

1 PREP

Bring a large pot of salted water to a boil. Wash and dry all produce. Trim and thinly slice scallions, separating whites from greens. Trim and quarter mushrooms. Mince or grate garlic.

2 COOK MUSHROOMS

Heat a large drizzle of olive oil in a large pan over medium-high heat. Add mushrooms and cook, stirring occasionally, until browned and softened, 7-9 minutes. TIP: If pan seems dry, add another drizzle of olive oil.

3 COOK PASTA

Once water is boiling, add tortelloni to pot. Reduce to a low simmer and cook until tender and floating to the top, 3-5 minutes. Turn off heat, leaving tortelloni in water.

4 START SAUCE

Add garlic, scallion whites, half the Italian Seasoning (we'll use the rest later), and 2 TBSP butter to pan with mushrooms. Continue to cook over medium-high heat, stirring, until scallion whites are softened and butter has melted, 1-2 minutes. Season with salt and pepper. Reduce heat to low.

5 FINISH SAUCE & PASTA

Stir cream cheese, sour cream, stock concentrate, 1/4 cup pasta cooking water (1/2 cup for 4 servings), and 1 TBSP butter (2 TBSP for 4) into pan until thoroughly combined. Using a slotted spoon, gently transfer tortelloni to pan.

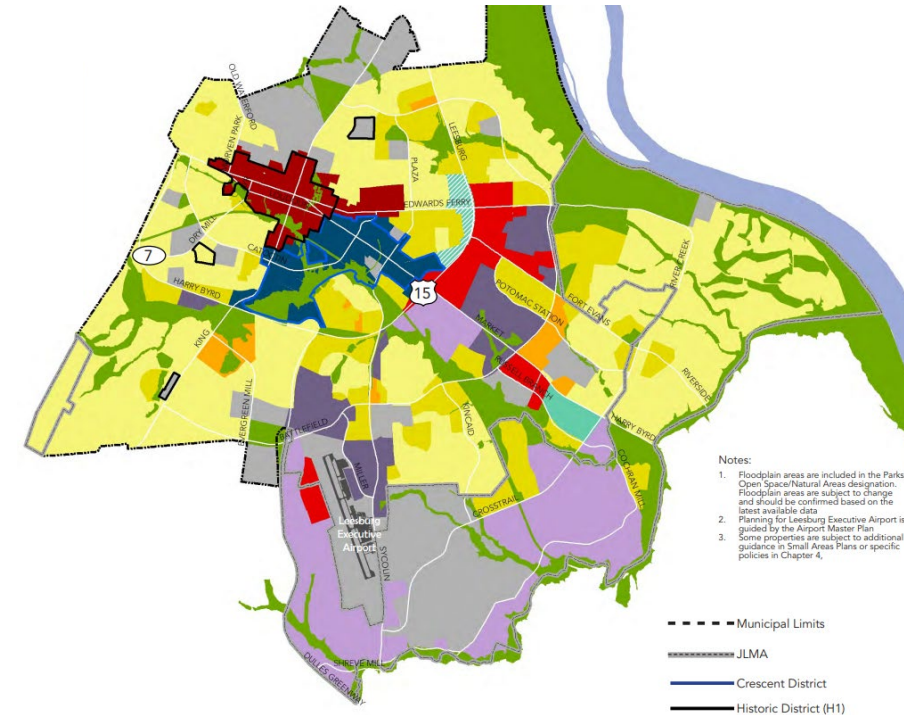
6 SERVE

Divide pasta between bowls. Sprinkle with Parmesan, scallion greens, and chili flakes if desired.

- How to make menu items
- Ingredients needed for a meal (standards)
- How long to cook (procedures to follow for approval)
- Some pictures but they are more technical in nature
- Detail-oriented

Character Map vs. Zoning Map

Character Map	Zoning Map
Policy	Law
Macro-level guidance	Parcel-specific regulations
Outlook for the future	“Here and now”
Not set in stone, but should be less likely to change over time	Town could have several rezoning requests at one Council meeting
Town Council may base approval or denial of a rezoning on Character Map	If a use is allowed by right in a zoning district (and not proffered out) then the use cannot be denied from taking place



Alignment with Legacy Leesburg

Goal	Strategy	Recommended Approach for Addressing in Z.O.
Enhance Existing Neighborhoods	Promote a diverse range of new housing options	<p>In Areas to Transform, expand single-family housing types to include small cottage-style housing, zero lot line, and others.</p> <p>Also add Single family attached housing types such as duplex, tri-plex and quadplex units.</p>

Single-Family Detached



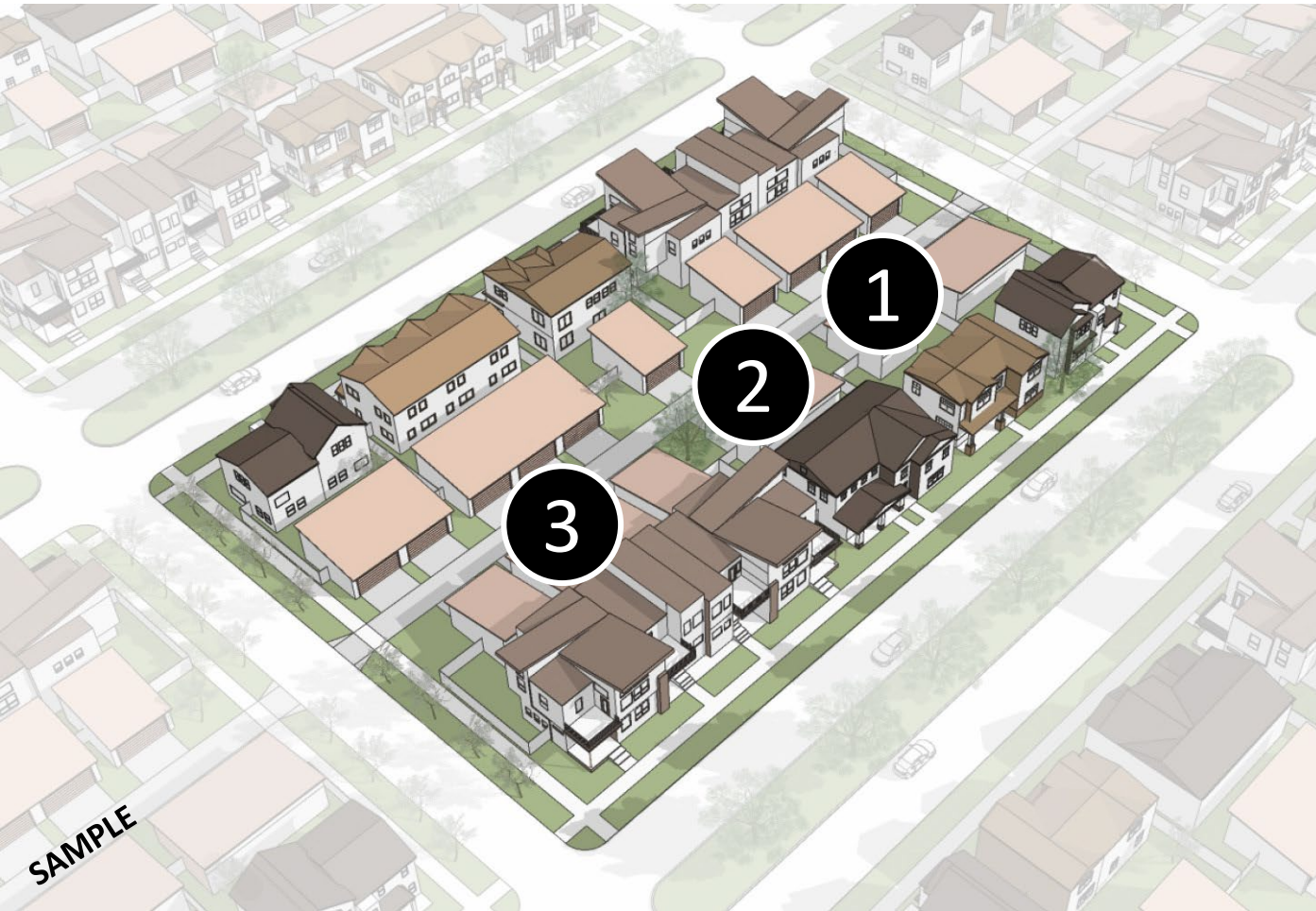
Single-Family Attached



Townhouse



Alignment with Legacy Leesburg

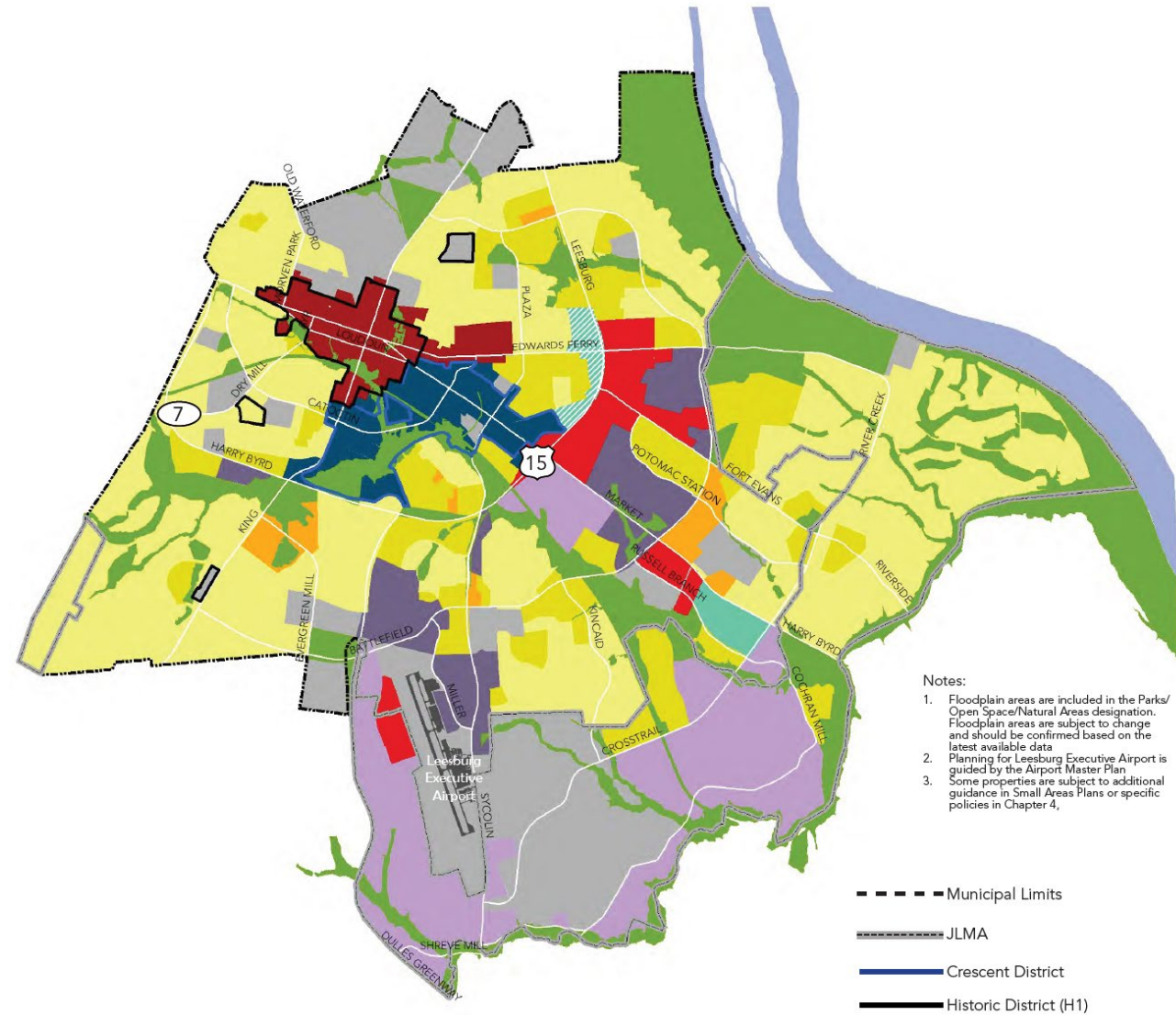


- 1 Single-Family Detached
- 2 Single-Family Attached or Duplex
- 3 Townhouse

In some areas of Town it may be appropriate to mix housing types on a single block (Areas to Transform) and in some areas they may need to be permitted by right, but in pods. Some areas may remain mostly of a single housing type.

Zoning Districts

- Rework zoning districts to reflect Legacy Leesburg Character Areas
- Concentrate on design and form as main approach (as opposed to land use)
- Other Issues to Address:
 - Consolidate overlapping districts
 - Merge obsolete or unused districts
 - Update districts to reflect descriptive naming (build on current system)
 - Legacy districts
- Example: Mixed Use Center and Mixed Use Center Retrofit means creation of new zoning districts



Zoning Districts - Reorganization

- 13 base districts consolidated to 10
- Except for Airport districts, no change to Special Purpose and Overlays in terms of consolidation
- PRC and PRN consolidation
- Easier administration
- Reducing the need to rezone = streamlining



Zoning Districts - Make Intentions Clear

- Provide illustrations / photos to visualize the district density
- Provide tables for each district that show building placement, height, and other measurements that are keyed to illustration

Subsec. 18-8.2. Mixed-Use (MU)

Purpose. The MU District provides for a concentration of small-scale residential and office businesses that are built near the street providing opportunity for persons to live and work within a traditional "City Center" environment.

- (a) **Context.** The MU district is appropriate for areas shown on the Land Use Plan Map as Activity Center. Figures 18-8.2-1 and 18-8.2-2 depict examples of development patterns and the range of land uses, building types, heights, and scales that are characteristic of the MU district.
- (b) **Land Uses.** The permitted by-right, conditional, limited, and prohibited uses are set out in Sec. 18-13, *Consolidated Use Table*.

Figure 18-8.2-1, MU District Example Development Pattern

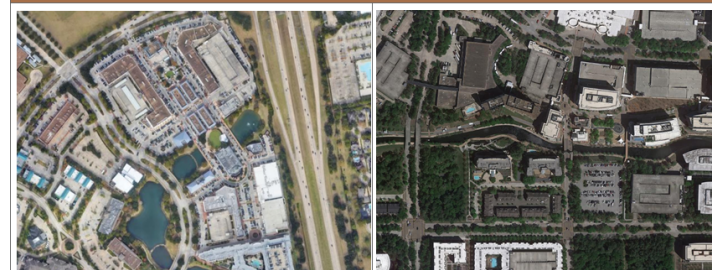
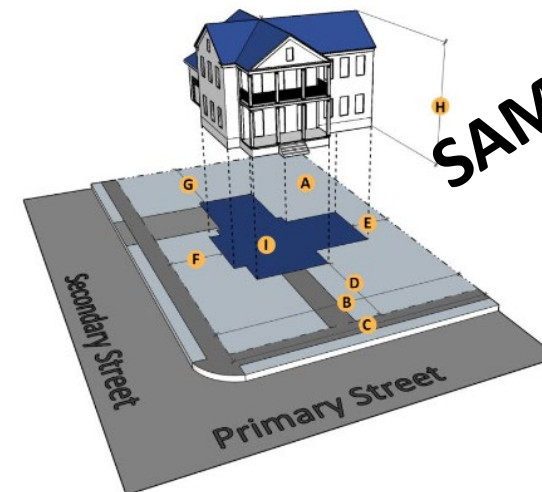


Table 19.2-8, SU Lot and Building Standards					
		Base		Option 2	
Key	Development	Small Lot A	Small Lot B	Street	Alley
--	Amenity Space (min)	20'	25%	30%	20-15%
Lot Standards					
A	Lot Area (min); (avg. sf) [±]	6,000	7,000	5,000	5,000
B	Lot Width (min) (avg)	75'	40'	35'	35'
C	Road Frontage (min) [1]				
	- Cul-de-sac or loop road	30'	25'	25'	25'
D	- Other road	50'	40'	25'	25'
	Building coverage (max)	40%	50%	60%	70%
Building Standards					
Primary Building Placement [3]				Street	Alley
ED	Front Setback (min) [3, 4, 5]				
	- Street	30'	25'	25'	10'
FE	- Cul-de-sac [6]	25'	25'	25'	10'
	Side Setback (min) [7]	7.5'	5'	5'	5'
Corner Side Setback (min)					
- Through lot, lot back to back or lot					

Figure 19.2-8.2, SU Illustrated Standards



Land Uses - Organization

- Modernize permitted uses with uses such as vape shop, axe throwing lounge, electric vehicle charging, or deliver-only or drive-through only restaurants
- Remove duplication of having district-by-district use tables and a consolidated use table – increases the chance of errors
- Consider implementing Use Categories to collapse the list of uses within the Land Use Matrix

Table 9.2 Use Table

Use Type	R E	R 1	R 2	R 4	R 6	R H D	R 8	R 1 6	R 2 2	O 1	B 1	B 2	B 3	B 4	I 1	Use Standard
P = Permitted by Right S = Special Exception Approval Required (Sec. 3.4) M = Minor Special Exception Approval Required (Sec. 3.4)																
Agricultural Uses																
Farming	P															P
Natural Spring Water Extraction and Bottling Plant	S															Sec. 9.3.15.1
Nursery	P															P
Stable	P															P
Commercial Uses																
Auditorium																P/S Sec. 9.3.1.1
Bank with drive-in facility											S	S	S	S		
Bank without drive-in facility											P	P	P	P		
Bed and breakfast inn	S	S	S			S					P					
Bowling alley												P	M			
Brewpub											P	P	P	P		Sec. 9.3.2.1
Brewpub with Silo											M	M	M	M		Sec. 9.3.2.1

R-E Uses

Use	Use Standards	Definition
Agricultural Uses		
Farming	P	Sec. 18.1.63
Natural Spring Water Extraction and Bottling Plant	S Sec. 9.3.15.1	Sec. 18.1.163
Nursery	P	Sec. 18.1.119
Commercial Uses		
Bed and Breakfast Inn	S	Sec. 18.1.16
Child Care Center	S	Sec. 18.1.29
Country Club	P	Sec. 18.1.40
Emergency Care Facility	S	Sec. 18.1.58
Golf Course	P	Sec. 18.1.72
Golf Driving Range	S	Sec. 18.1.71
Home Occupation	P	Sec. 18.1.80
Kennel	S Sec. 9.3.12	Sec. 18.1.88
Nursery	S	Sec. 18.1.119
Recreation Facility	S Sec. 9.3.21	Sec. 18.156
Stable	P	Sec. 18.1.176
Telecommunications Facility: Power Mount Facilities on Existing Electric Transmission Towers	S Sec. 9.3.26.A&C	Sec. 18.1.184
Telecommunications Facility: Small Cells and/or Distributed Antenna Systems (DAS)	P/S Sec. 9.3.26.F	Sec. 18.1.43.1

Land Uses - Organization

Indoor Entertainment and Recreation Use Category

Characteristics: Generally commercial uses, varying in size, providing daily or regularly scheduled entertainment or recreation-oriented activities in an indoor setting.

Primary Uses

- Arcade or Skilled-Based Amusement Machine
- Axe Throwing Lounge
- Bar, Tavern, or Nightclub
- Billiard Parlor or Pool Hall
- Bingo Hall
- Bowling Alley
- Entertainment Device Arcade
- Event Hall or Conference Center
- Microbrewery, Microdistillery, or Microwinery
- Rock Climbing Gym
- Sexually Oriented Business
- Shooting Range, Indoor
- Skating Rink
- Tennis, Racquet Ball, or Pickle Ball Facility
- Theater
- Trampoline Park
- Swimming Pool, Indoor
- Video Lottery Terminal (VLT)
- Other uses meeting the characteristics of the Indoor Entertainment and Recreation Use Category

Accessory Uses

- Associated Office and Storage
- Associated Retail Sales Related to the Primary Use
- Concessions
- Food Preparation and Dining Facility
- Minor Utilities
- Refuse Containers
- Swimming Pool

SAMPLE

Table 1203.02-1, Use Table

Key: P = Permitted Use | C = Conditional Use | L = Limited Use | -- = Prohibited

Use Category (1203.02)	Use Type	RR	SR	GR	NC	UR	MU	DT	HC	GC	EC	LI	HI	Use Standard	
Residential Use Categories															
Entertainment and Recreation, Indoor	Entertainment Device Arcades	--	--	--	--	--	--	--	--	C	--	--	--	1203.05	
	Event Hall or Conference Center	--	--	--	--	--	L	L	L	L	L	--	--	1203.04	
	Microbrewery, Microdistillery, or Microwinery	--	--	--	--	--	L	--	L	L	L	P	P	1203.04	
	Sexually Oriented Business	--	--	--	--	--	--	--	--	L	--	--	--	1203.04	
	Shooting Range, Indoor	--	--	--	--	--	--	--	--	--	--	P	P		
	Video Lottery Terminals (VLT)	--	--	--	--	--	--	--	--	P	P	--	P	P	1203.04
	Other Indoor Entertainment and Recreation uses not listed above	C	--	--	--	--	--	P	P	P	P	P	P	--	1203.05

SAMPLE

Development Standards - Amenities

- Require open space or community amenities in new developments and redevelopment.
- More open space or amenities set aside (depending on suburban or urban context) and Ordinance would allow for increased units per acre.

“A desire for more opportunities to enjoy community—places to get together, Main Streets and parks that bring people together, events like parades and the Flower and Garden Show that invite people to celebrate together.”

Legacy Leesburg Wants and Needs

Development Standards - Amenities



Natural Area



Greenway



Community Garden

Rural and Suburban



Public Green



Community Center



Plaza

Urban

Development Standards - Affordable Dwelling Units

- Stakeholder Input
 - Percent required to be affordable are fine and acceptable.
 - Allowed densities on paper are not possible to achieve.
 - Expedited review would be helpful.
- How to get to the allowed densities?
 - Allow smaller lot sizes AND require common open space or amenities
 - ADU developments can then achieve densities set out in Ordinance and provide community gathering spaces



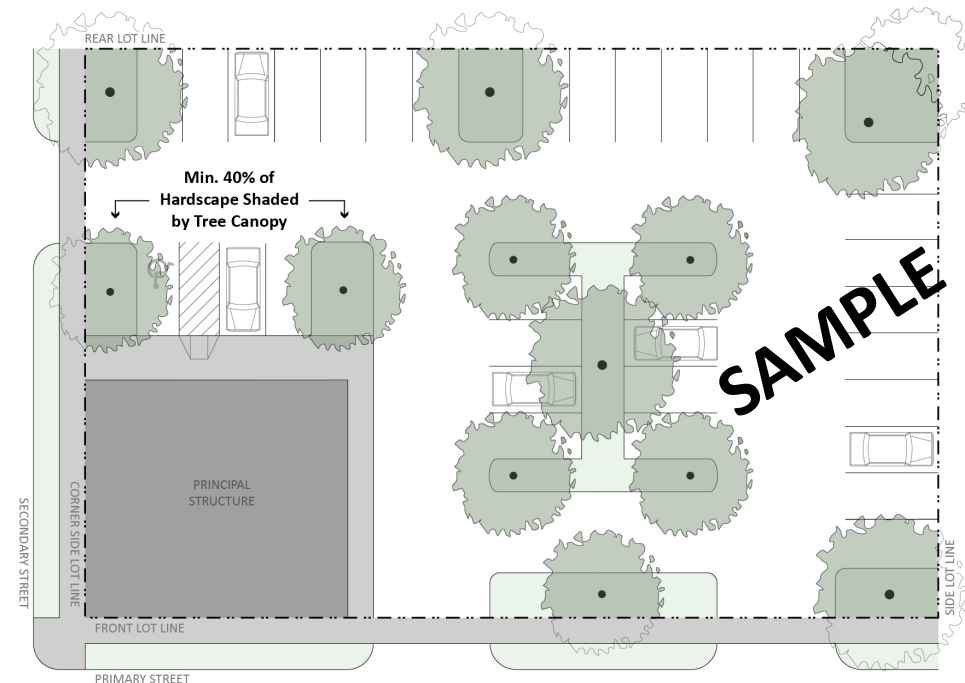
Sample Amenity Space

Landscaping and Screening Standards

- Consider removing planting lists and plan submittal requirements and placing in an Appendix
- Increase to 30% where possible, consistent with VA Code
- In suburban districts the required tree canopy per site, which currently ranges from 10% to 20% depending on the district, could be increased
- For urban areas, hardscape amenities spaces would be emphasized, with a smaller required tree canopy

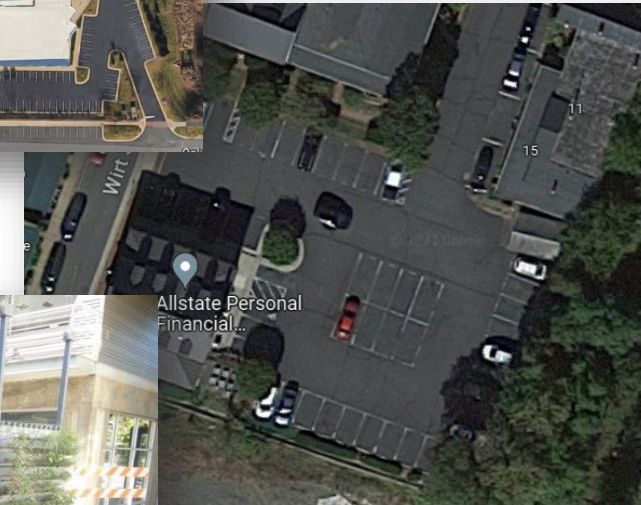
“Future development should strive to help obtain an estimated tree canopy coverage of 30% for the Town. A 35% cover is preferable and would require plantings by private landowners.”

Legacy Leesburg Strategy 5.5.1



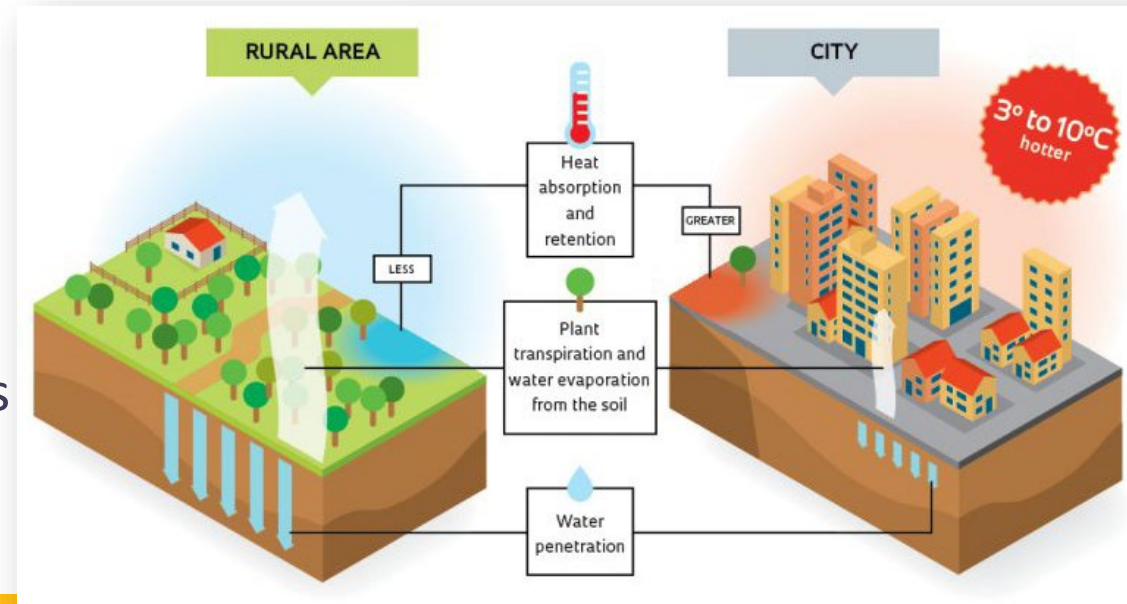
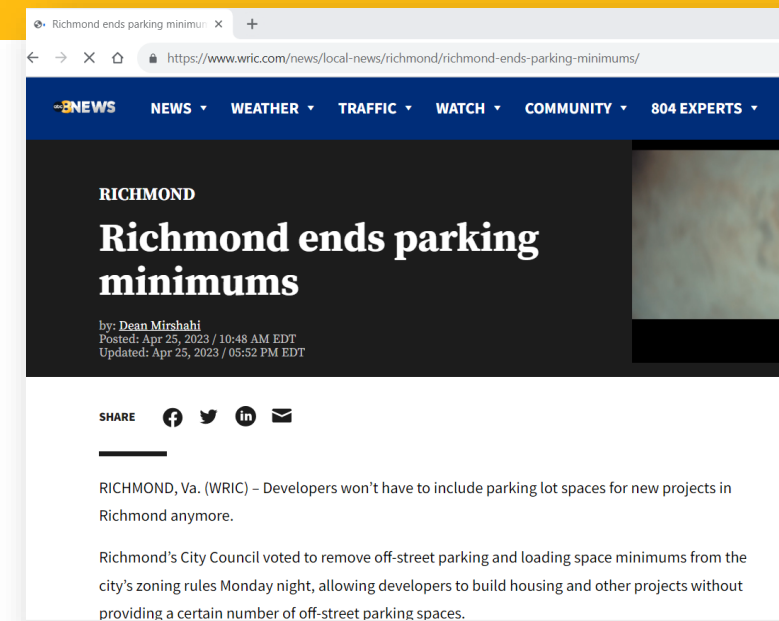
Landscaping and Screening Standards

- Retool landscaping and screening requirements for urban areas
 - Hardscape amenities in place of landscaping (to an extent)
 - Require parking area screening based on context and size of parking area rather than case-by-case modifications at BAR
 - Consider variable percentages of interior parking lot landscaping, depending on size and context, rather than flat percentage
 - Allow green screening walls for dumpsters and other equipment to receive credit



Parking Requirements

- Consider No Parking Minimums and/or Maximum Parking Requirements
- “Hard” Maximums – Cannot exceed without going through a public process
- “Soft” Maximum – Can exceed but if you do...
 - Increased landscaping or amenity space
 - Permeable surface for excess parking
- Benefits
 - Lessens the heat island effect
 - Less permeable surface
 - Reduces development costs
 - May increase affordability
- Allow change of use on parking-constrained sites if they would be forced to demolish part of building to create more parking – enables reuse and redevelopment



Sustainability Index



- Sustainability Incentives

- Density bonus
- Increased allowable height
- Increased lot coverage
- Parking reduction
- Increase in maximum sign area
- Reduction in open or amenity space

- Sustainability Characteristics

- Eaves and other shade features on south elevation
- Planting a certain percentage of required trees adjacent to south elevation
- Provision of EV charging stations
- LEED certification
- Green or white roof
- Many more

*“Encourage green building practices in new development and commercial uses.”
Legacy Leesburg Goal 5.8*

Sustainability Index



- Build up points in the table on the left
- Use the points to get incentives in the table on the right

**Table 10-1-3.4.2
Sustainable Development Practices**

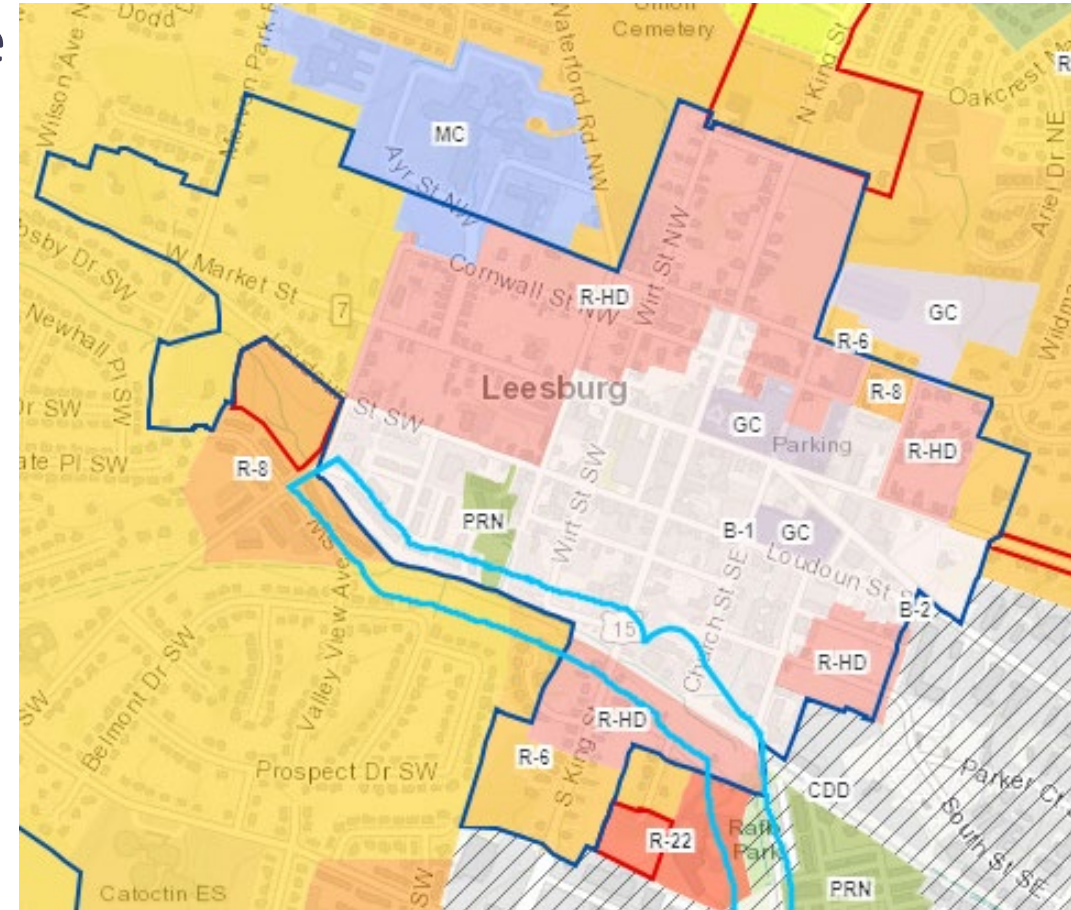
Schedule	Type of Practice	Documentation of Compliance
Energy Conservation		
A	50 percent or more of energy generated on-site by solar photovoltaic panels, geothermal, or small wind energy facilities	Indication on Site Plan, Master Development Plan, or building plans
A	Use of central air conditioners that are Energy Star qualified	Provision of manufacturer's certification statement
A	Use of only solar or tankless water heating systems throughout the structure	Inclusion on construction drawings
A	Use of a white roof or roofing materials with minimum reflectivity rating of 60 percent or more	Provision of materials sample and manufacturer's certification statement
B	Provision of skylights in an amount necessary to ensure natural lighting is provided to at least 15 percent of the habitable rooms in the structure	Indication on building plans
B	Roof eaves or overhangs of three feet or more on southern or western elevations	Indication on building plans
B	Structure design that can accommodate the installation and operation of solar photovoltaic panels or solar thermal heating devices (including appropriate wiring and water transport systems)	Inclusion on construction drawings
B	Inclusion of shade features (e.g., awnings, louvers, shutters, etc.) to shade all windows and doors on the southern building façade	Indication on Site Plan or Master Development Plan building elevations and on building plans
B	Configuration of new buildings with one axis at least 1.5 times longer than the other, and the long axis oriented in an east-west configuration for solar access	Indication on Site Plan or Master Development Plan
B	Planting a minimum of 30% of required trees on the south and west elevations	Indication of landscape plan submitted with a Site Plan or Master Development Plan
B	Purchasing at least 50 percent of all building materials locally	Indication on building plans

**Table 10-1-3.4.1
Sustainability Incentives**

Incentive Type	Minimum Number of Practices Provided (refer to Table 10-1-3.4.2)	
	Schedule A	Schedule B
A density bonus of up to 20 percent beyond the gross maximum density allowed in the applicable district provided adherence to the provisions of this Code for transitioning and buffering	2	4
An increase in the maximum allowable height by up to one story beyond the maximum allowed in the BC, Business Center, or CM, Corridor Mixed districts, subject to approval of the Fire Marshal and all other applicable compatibility provisions of this Code	2	3
An increase in the maximum allowable lot coverage by 20 percent beyond the maximum allowed in the NC, CM, BC or IP districts	2	3
A modification to the off-street parking requirements resulting in a reduction from the minimum requirements by 15 percent, provided no other parking reductions are granted through other provisions of this Code	2	2
An increase in the maximum allowable sign area or maximum height for wall or freestanding signs by 20 percent	1	3
A reduction in the amount of required open space set aside by 15 percent	3	3

Historic District

- Differentiate this district (overlay) from the underlying (existing) zoning districts that apply elsewhere:
 - R-4
 - R-6
 - R-8
 - R-HD
 - B-1
 - GC
 - MC
 - PRN
- Key change: ensure standards in the Historic District are not suburban



Historic District

- Right-size requirements and standards for this district, including:
 - Parking – reduce requirements (by land use)
 - Setbacks - zero lot lines
 - Minimum lot sizes – consider reducing to more accurately reflect the existing development in the historic district
 - Accessory structures – consider lot sizes in the historic district and standards to allow for detached accessory structures
 - Landscaping requirements – adjust these standards to more accurately reflect H1, and to reduce number of modifications
 - Update the demolition by neglect standards
 - Consider pro-active mechanism to reduce enforcement violations



Gateway District

- Clarify purpose and applicability of the District and its subareas
 - What gets reviewed? Who reviews?
- Utilize objective language in the design criteria and provide guiding principles
 - Clarify whether standards are universal or specific to a subarea

“The emergence of a new generation of walkable, mixed-use, mixed-income centers in the Crescent District and Eastern Gateway District represent an excellent opportunity to attract talent, jobs, and investment to highlight valued live/work/play/innovate environments.”
Legacy Leesburg Opportunities and Challenges

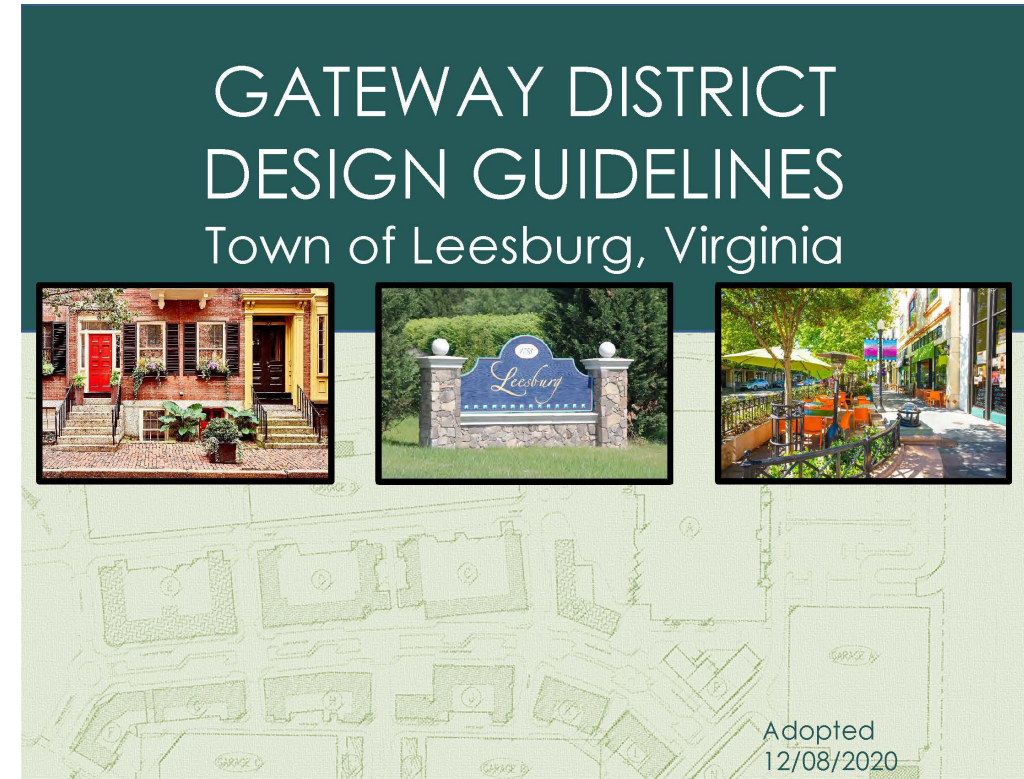
Gateway District

- Simplify COA process and consider consolidating the process for other districts
- Consider opportunities for administrative review
 - Reduce items being reviewed to those not otherwise covered under basic development review
 - Identify “contributing” and/or “inappropriate” structures so that:
 - All permits for demolition don’t require BAR review
 - Changes to features such as roof materials and utility meters, gutters and downspouts, and exterior doors on “non-contributing” buildings do not require review by preservation planner
 - Increase maximum GFA for new construction and/or demolition that may be reviewed administratively



Gateway District

- Increase the user-friendliness of the Eastern Gateway District Design Guidelines
 - Include clear links from the Zoning Ordinance to the guidelines
 - Consider a flowchart or step-by-step process at the beginning of the document
 - Clarify the geographic application of guidelines
 - Reduce any inconsistencies between documents that address the district



Gateway District

- Reducing inconsistencies between documents that address the District. Topics include:
 - Permitted uses
 - Lot setbacks
 - Building Massing – focus on simple massing and architectural detailing that follows function
 - “Four-sided architecture” – apply this in specific geographic areas



Photo credit: Duany Plater-Zyberk



Crescent District

- Update standards, following the direction of the current Plan update (underway); topics may include:
 - Review and right-size parking requirements
 - Lower the required number of spaces
 - Consider the location of parking on a site
 - Consider expanding permitted uses to align with modern requests (i.e.. Live work units)
 - Remove the active recreation requirement, or more clearly outline when it is required
 - Consider zero lot lines for more than just commercial buildings
 - Focus on setbacks and height, rather than prescribed minimum lot sizes
 - Remove ground floor retail requirements



Summary of Legal Observations and Recommendations

- Remove inconsistencies in the Zoning Ordinance
- Decrease number of districts and remove layers of districts where appropriate
- Update list of uses as some uses are outdated
- Increase by-right and minor Special Exception uses
- Give Town staff more authority to make decisions (in accordance with Virginia law), such as creating more opportunities for administrative review of Certificate of Appropriateness
- Broaden ability to modify setbacks in all districts

Virginia Code Specific Land Use Limitations

- By Right Uses
- Certain Agricultural Activities (N/A)
- Residential Uses
- Temporary Tents
- Cemeteries
- Farm Wineries, Limited Breweries and Limited Distilleries
- Manufactured Housing
- Group Homes
- Assisted Living Facilities
- Family Day Homes
- Temporary Family Healthcare Structures
- Helicopters
- Political Signs

Potential Streamlining Opportunities

- Decrease level of detail required for conceptual plans at zoning stage
 - *Example:* Waive elevation requirements for developments without identified end users possibly in exchange for requiring neighborhood meetings with adjacent property owners prior to submittal?
- Broaden concept of substantial conformance for flexibility in standards such as building size and orientation
- Incorporate simple mechanism to amend proffers that does not involve filing another rezoning or a special exception application
- Consolidate Modification provisions and codify certain ones, such as loading spaces, parking, and landscaping

“The Town will consider additional opportunities for the public to provide input on significant legislative applications.”
Strategy 3.1.5 Consider Additional Opportunities for Public Input During Legislative Application Review

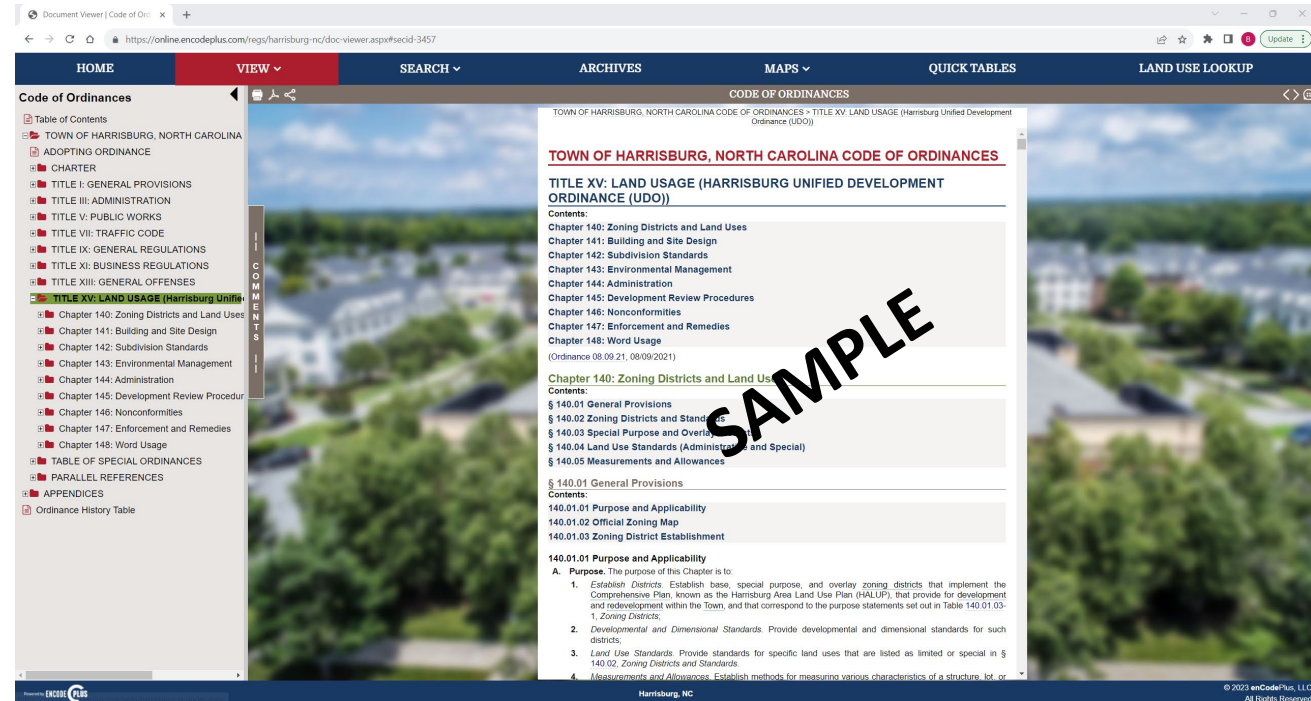
Potential Streamlining Opportunities

- Reduce number of “full fledged” Special Exceptions and consider more Minor Special Exceptions or Limited Uses
- Grant landowners ability to initiate text amendments without filing a petition with the Town Council
- Clarify the individuals and groups involved in the design review process and their roles
- Consider creating a staff position to help applicants through the development review process (outside of scope of this project)
- Clearly state which document(s) are used in the review of an application, and include language to clarify if conflicts between documents arises

“The Town will consider additional opportunities for the public to provide input on significant legislative applications.”
Strategy 3.1.5 Consider Additional Opportunities for Public Input During Legislative Application Review

General Organization

- Reorganization and consolidation needed
- Clarify items for, and coordinate with:
 - Zoning Ordinance
 - Design and Construction Manual (update to come)
 - Subdivision and Land Development Regulations (update to come)
 - Town Code
 - Health and Safety Codes
 - Building Codes



Multiple Town Documents Hosted and Linked in Harrisburg, NC

Annotated Outline

- **Streamlining**
 - Administrative approvals and modifications
 - More by-right options; less time and expense
 - Alternative means of compliance
- **Predictability**
 - Articulate standards
 - Specific requirements
- **Navigation and Readability**
 - Intuitive organization
 - District and standards tables
 - Hyperlinked definitions and cross-references

Citizen User

- In the manner in which the code is most often used:

- What is my property zoned?
- What uses are permitted?
- Where and how much can I build?

Technical User

- What design standards are required?
- Who makes recommendations and decisions?

- What are the steps in the process?
- How are nonconforming uses or structures treated?
- How are words defined?

- The structure of the Annotated Outline reflects this organization



Annotated Outline

- Article I General Provisions
- Article II Zoning Districts and Dimensional Standards
- Article III Use Regulations
- Article IV Development Standards
- Article V Review and Decision-Making Bodies
- Article VI Review and Approval Procedures
- Article VII Nonconformities
- Article VIII Enforcement, Violations, and Penalties
- Article IX Word Usage

Chapter 35: Land Use and Development (Proposed)		Current Zoning Ordinance
Proposed Articles, Divisions, and Sections		Existing Sections
Article I	General Provisions	
Division 1	Jurisdiction and Authority	
Sec. 1-1	Title	Sec. 1.1 Title
Sec. 1-2	Purposes	Sec. 1.5 Purpose; Sec. 1.6 Implementation of the Town Plan
Sec. 1-3	Authority, Jurisdiction, and Applicability	Sec. 1.2 Authority; Sec. 1.3 Jurisdiction; Sec. 4.3 Zoning Upon Annexation
Sec. 1-4	Enactment, Effective Date, Repeal	Sec. 1.4 Effective Date
Division 2	Effect of ULDC	
Sec. 2-1	Compliance with ULDC	NEW
Sec. 2-2	Abrogation and Conflicting Provision	Sec. 1.9 Conflicting Provisions
Sec. 2-3	Transitional Provisions and Vesting	Sec. 1.10 Transitional Provisions
Sec. 2-4	Severability	Sec. 1.11 Severability

New User-Friendly Features

The screenshot displays the 'Unified Development Code' website. On the left is a 'Table of Contents' sidebar (B). The main content area shows 'Permanent Sign Standards' (C) with a table and an illustration of a building facade with wall signs (D). A pop-up definition for 'Street' is visible (E). The browser address bar and navigation icons are at the top (A). A 'SAMPLE' watermark is overlaid on the left side of the main content area.

Sign Type and Standard	Zoning Districts		
	Rural and Residential Districts (AG, SF, GR, MH)	Town Center (TC)	Nonresidential Districts: (GC and IN) and ET)
Wall Signs ¹			
Max. Number	1 per building facade	One sign each side of a building, including tenant signs facing a public street	
Max. Sign Area ⁴	2 square feet	10 percent of facade	10 percent of facade
Sign Permit Required	Yes	Yes	Yes
Projecting Signs			
			

A – “Native” to the internet

B – Table of Contents always visible

C – Tables consolidate information

D – Graphics clarify meaning and intent

E – Pop-up definitions

Next Steps

- Drafting in sections
- Delivering each section for internal review and edit
- Presenting multiple sections to the Planning Commission and public
- *Repeat this process for drafting of full Zoning Ordinance update*