

2025

Accepted by the Planning Commission 01.22.25

The following are the Planning Commission's annual goals for 2025, presented in no order of prioritization.

GOAL: Improve Communications

The Planning Commission would like to work with staff on ways to improve lines of communication between the:

- Planning Commission and the public,
- Planning Commission and the City Commission, and
- · Planning Commission and staff.

Objectives:

- a. Establish public office hours for staff and Planning Commission to meet with the public
- b. Include reports from liaison Planning Commissioners during regular meetings
- c. Joint Planning Commission and City Commission meetings
- d. Seamless website advertising of public hearing and alternative ways of public to provide input or ask questions
- e. Additional related objectives that may develop

GOAL: Expand Housing Opportunities

Many of the group of housing-related zoning amendments introduced by the Planning Commission were adopted by the City Commission in 2023. Addressing additional ways to expand housing choice and encourage more housing development, especially for those households earning below the median area income, was a high priority concern for 2024.









Specific strategies to address housing were developed under the new Master Plan. Tackling the second round of zoning refinements and other initiatives aimed at housing reform would have been premature until the Master Plan was completed and adopted.

In October of 2024, the Planning Commission prioritized the tasks called for under the Master Plan. The high priority tasks included several that address housing. These are by their nature high priority but two of them are possibly complex and may require outside consultation.

Objectives:

Building off the work that has already been accomplished, the Planning Commission will explore the following potential options and others that may present themselves:

- a. Allow triplexes, quadplexes, and ADUs with a duplex in the R-2 zoning district through preapproved plan sets (i.e. pattern book homes).
- b. Evaluate zoning districts and uses allowed to determine if they continue to meet the needs of the community
- c. Establish a Development (D) Zone along Fourteenth St. allow for more vibrant development and redevelopment opportunities. Allowing up to four total dwelling units in the R-2 district.
- d. Setback considerations

GOAL: Create a Riparian Buffer Zone Ordinance

In 2024, a Riparian Buffer Committee was appointed to establish guidance for a Riparian Buffer Ordinance. The Committee met several times and recommended a basic format and direction for such an ordinance. Staff has since reviewed several detailed aspects and a basic ordinance structure with staff (legal, zoning, planning, engineering) and has separately met with groups including the Wastershed Center for input on specific elements. Target date to return a completed draft ordinance to the Committee is mid-February with an expected draft to the Planning Commission by March

- a. Ordinance draft completed by staff
- b. Staff city level review of draft
- c. Planning Commission review









- d. Community Engagement led by the Planning Commission
- e. Public hearing
- f. Ordinance adoption

GOAL: Short Term Rental Ordinance Refinements

Along with the Riparian Buffer Ordinance, establishing an appropriate cap for vacation home rentals in all commercial zoning districts was the highest priority Master Plan Implementation task identified by the Planning Commission in October. The Planning Commission took up the issue in late 2024 and will continue to review information and options in early 2025.

GOAL: Targeted Zoning Amendments Called for Under the Master Plan

There were several Master Plan implementation tasks that the Planning Commission felt were high priority and relatively straight forward, several of them could be tackled together. One exception is the establishment of a Development Zone along Fourteenth Street. The Planning Commission felt that other planning efforts (such as a corridor development plan) may need to be completed first. As noted under the goal above, this is also a task that is expected to address housing issues facing the City.

- a. Consider electric vehicle infrastructure in private site plan approval process.
- b. Create zoning standards that require parking areas for new commercial and multiple family developments to be EV ready.
- c. Evaluate current standards for drive thrus and other auto-centric uses to determine if uses are in proper zoning districts with appropriate standards
- d. Rezone the 300, 400, and 500 blocks of S. Union St. to C-4a to better reflect the existing development pattern and to create a stronger connection downtown.
- e. Rezone the West Front Street (west of Pine to Division, Not currently zoned D) to C-4a
- f. Establish a Development (D) Zone along Fourteenth St. allow for more vibrant development and redevelopment opportunities.









GOAL: High Resource Zoning Amendments Called for under the Master Plan

Lastly, there were several Master Plan Implementation tasks that the Planning Commission felt were important, timely, and are also crucial to realizing the greater goals laid out in the Master Plan but that will require more time and resources to complete. By their nature, these tasks are more complex and may require intermediary planning efforts or outside consultation. Note that objective c. below is repeated from the goals reviewed above.

- a. Explore creating building design standards for new commercial development.
- b. Create an overlay district applicable to specific legacy redevelopment sites, which would eliminate the Planning Commission site plan approval process and allow for staff administrative review for uses permitted in the underlying zoning district if development/redevelopment occurs.
- c. Allow triplexes, quadplexes, and ADUs with a duplex in the R-2 zoning district through preapproved plan sets (i.e. pattern book homes).
- d. Establish locations for community and economic hubs along corridors and/or intersections to better meet the day-today needs of residents in adjacent neighborhoods.







The Planning Commission asked for an update on the progress toward fulfilling the Commission's 2025 goals. The following are the Planning Commission's annual goals for 2025 with annotations describing progress that has been made to date. Attached is a chart with similar information. There is also a discussion of additional initiatives that have arisen during the year that the department and/or the Commission have accomplished.

Lastly, there are lists of other responsibilities and on-going work that the Planning Department staff has undertaken in 2025. This is not an exhaustive list and does not include the permitting and enforcement responsibilities that also fall under the Planning & Zoning Department.

GOAL: Improve Communications

- a. Establish public office hours for staff and Planning Commission to meet with the public ACCOMPLISHED staff has created a schedule and locations, office hours to begin this fall.
- b. Include reports from liaison Planning Commissioners during regular meetings ACCOMPLISHED
- c. Joint Planning Commission and City Commission meetings ACCOMPLISHED
- Seamless website advertising of public hearing and alternative ways of public to provide input or ask questions IN PROGRESS staff has been working with Communications Director to get these changes made
- e. Additional related objectives that may develop

GOAL: Expand Housing Opportunities

Objectives:

Building off the work that has already been accomplished, the Planning Commission will explore the following potential options and others that may present themselves:

- a. Allow triplexes, quadplexes, and ADUs with a duplex in the R-2 zoning district through pre-approved plan sets (i.e. pattern book homes). PARTIALLY ACCOMPLISHED these uses are now permitted in the R-2 district but preapproved plan sets have not been addressed
- b. Evaluate zoning districts and uses allowed to determine if they continue to meet the needs of the community IN PROGRESS staff continues to examine districts
- c. Establish a Development (D) Zone along Fourteenth St. allow for more vibrant development and redevelopment opportunities. NOT STARTED this requires the City to undertake a Corridor Improvement Plan
- d. Allowing up to four total dwelling units in the R-2 district. ACCOMPLISHED

e. Setback considerations IN PROGRESS

GOAL: Create a Riparian Buffer Zone Ordinance

Objectives:

- a. Ordinance draft completed by staff **COMPLETED**
- b. Staff city level review of draft COMPLETED, committee has reviewed and asked for changes that are now in progress
- c. Planning Commission review
- d. Community Engagement led by the Planning Commission
- e. Public hearing
- f. Ordinance adoption

GOAL: Short Term Rental Ordinance Refinements

ACCOMPLISHED waiting for City Commission action

GOAL: Targeted Zoning Amendments Called for Under the Master Plan

- a. Consider electric vehicle infrastructure in private site plan approval process. IN PROGRESS staff has begun research
- b. Create zoning standards that require parking areas for new commercial and multiple family developments to be EV ready. IN PROGRESS staff has begun research
- c. Evaluate current standards for drive thrus and other auto-centric uses to determine if uses are in proper zoning districts with appropriate standards IN PROGRESS staff has begun research
- d. Rezone the 300, 400, and 500 blocks of S. Union St. to C-4a to better reflect the existing development pattern and to create a stronger connection downtown.

 ACCOMPLISHED
- e. Rezone the West Front Street (west of Pine to Division, Not currently zoned D) to C-4a NOT STARTED
- f. Establish a Development (D) Zone along Fourteenth St. allow for more vibrant development and redevelopment opportunities. NOT STARTED this requires the City to undertake a Corridor Improvement Plan

GOAL: High Resource Zoning Amendments Called for under the Master Plan

Objectives:

- a. Explore creating building design standards for new commercial development. IN PROGRESS staff has begun research and some discussions have been held with the PC regarding building materials
- b. Create an overlay district applicable to specific legacy redevelopment sites, which would eliminate the Planning Commission site plan approval process and allow for staff administrative review for uses permitted in the underlying zoning district if development/redevelopment occurs. NOT STARTED
- c. Allow triplexes, quadplexes, and ADUs with a duplex in the R-2 zoning district through pre-approved plan sets (i.e. pattern book homes). PARTIALLY ACCOMPLISHED these uses are now permitted in the R-2 district but preapproved plan sets have not been addressed
- d. Establish locations for community and economic hubs along corridors and/or intersections to better meet the day-today needs of residents in adjacent neighborhoods. NOT STARTED

Annual Regular Business of the Planning Commission

- a. Bylaw review COMPLETED
- b. Annual Report COMPLETED
- c. Capital Improvement Plan COMPLETED

Additional Requests Considered by the Planning Commission

- a. SLU Permit for Safe Harbor COMPLETED
- b. Extension of existing conditional rezoning Munson Avenue COMPLETED
- c. PUD Consideration for Millworks COMPLETED
- d. Public park consideration East Front COMPLETED
- e. Conditional rezoning text amendments staff initiated
- f. Natural Features Inventory staff initiated COMPLETED
- g. Site Plan review West Front COMPLETED
- h. H districts zoning text amendments request IN PROGRESS
- i. Additional H district zoning text amendments PC initiated IN PROGRESS
- j. Façade materials considerations PC initiated IN PROGRESS

Additional Planning Department Initiatives/Responsibilities/Special Projects

- a. Bike Friendly Community Designation COMPLETED staffing on-going ad hoc committee
- AARP Age Friendly Community Designation COMPLETED staffing and training for this program just beginning
- c. Social District seasonal opening COMPLETED coordinated switch over, ordering additional planters and other related equipment, proposed changes
- d. Resiliency Plan COMPLETED in cooperation with MEDC
- e. Redevelopment Ready Recertification IN PROGRESS
- f. Request for new Historic Districts IN PROGRESS
- g. Fair Housing/Housing Discussion and Coordination Joint PC/CC meeting COMPLETED
- h. Central Grade School Visioning Committee COMPLETED
- i. Blarney Castle parking lot IN PROGRESS
- Grant applications and management/reporting (RAP, Rotary, Coastal Zone Management, Placemaking, NOAA etc.) ON-GOING
- k. Commons Master Plan update IN PROGRESS
- I. AuSable Institute COMPLETED gave presentations
- m. North South Rail Advisory Group IN PROGRESS
- n. Citizen Academy presentations and assistance **COMPLETED** gave presentations
- o. Non-Motorized Plan Regional Experts working group COMPLETED
- p. Imagine Rotary Square Steering Committee IN PROGRESS
- g. Administer CDBG program (5-20 hours/week) ON-GOING

Additional Planning Department On-Going Meeting Obligations

- a. Airport Zoning Commission
- b. Complete Streets Committee
- c. Traffic Committee
- d. Housing Task Force
- e. Planner's Review and Advisory Committee
- f. Historic District Commission STAFF & COORDINATE
- g. Board of Zoning Amendments STAFF & COORDINATE
- h. Design Team STAFF & COORDINATE
- i. Joint Planning Commission STAFF & COORDINATE
- j. TTCI Technical Committee

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Improve Communications														
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◊	Planning Commission review													
◊	Community Engagement led by the Planning Commission													
◊	Public hearing													
◊	Ordinance adoption													
Sh	ort Term Rental Ordinance Refinements													
•	Establish caps													
•	Send to City Commission													
	Adoption by City Commission													
Та	rgeted Zoning Amendments													
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	Create zoning standards that require parking areas for new commercial/multi family to be EV ready.													
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•	Allowing up to four total dwelling units in the R-2 district													
◊	Setback considerations													
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	In process													
•	Completed													