



## STAFF REPORT ON PROPOSED LEGISLATION

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To: Mayor Gavin Buckley

From: Sally Nash, Director, Planning & Zoning

Date: March 3, 2020

Subject: O-10-20: Zoning Code Applications - Written Notification Requirement

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This ordinance proposes to increase the notification radius for major projects from 200 feet to 750 feet. The cost and responsibility for notification belongs to the project applicant.

All projects subject to Section 21.10.020 - *Notice requirements* must send written notification to abutting property owners as well as post a public notice sign and pay for a notification that appears in the newspaper.

This ordinance applies to larger projects--Planned Developments, Major Subdivisions, and Major Site Design applications. It does not apply to smaller, less common, projects that are typically applied for by an individual homeowner including: a variance, minor site design, optional Director's public hearings (for administrative adjustment and demolition permits), zoning district boundary adjustments, appeals, special exceptions, administrative interpretations, zoning map amendments, or nonconforming uses determinations.

The difference in cost between 200 feet and 750 feet could be significant for the applicant, depending on the location of the project.

*Prepared by: Sally Nash*