



STAFF REPORT ON PROPOSED LEGISLATION

To: Mayor Gavin Buckley

From: Victoria Buckland, Acting City Manager

Date: June 11, 2025

Subject: O-18-25: Re-allowing Duplexes in R2 Zoning Districts

Purpose of legislation

This legislation would allow “two-family dwellings” in the R2 zoning district as permitted uses. There are two types of two-family dwellings: (1) a single family house with an apartment inside and (2) a “duplex”, in which the dwellings are attached with each unit set on its own lot. The stated purpose of the legislation is to allow these housing types in the R-2 district provided they resemble the existing single-family homes in the neighborhood.

Impact of legislation on operations

This legislation will have consequences for Planning and Zoning (DPZ) and for Integrated Technology Solutions. Any proposed duplexes or apartments in existing houses will need to be reviewed and permitted, which will include reviewing site plans for duplexes and architectural drawings for all applications. There will also be requests for administrative adjustments and variances to consider and to process through the administrative steps set forth in Title 21. For each application, DPZ staff will conduct the required public comment period, coordinate with applicants and neighbors, process building permits, and enforce code provisions. Within the ITS Department the work would include updating the street addressing within the GIS layers.

*Prepared by Victoria Buckland, Acting City Manager and
Chris Jakubiak, Director, Department of Planning and Zoning*