



STAFFING IMPACT REPORT ON PROPOSED LEGISLATION

To: Mayor Gavin Buckley

From: Christopher Jakubiak, Director, Department of Planning and Zoning

Date: June 13, 2025

Subject: O-30-25

Purpose of legislation

The purpose of the legislation is to correct a key bulk standard for the BR, Business Revitalization zoning district. Currently the height limit for the zoning district is three stories (and 35 feet) but the floor area ratio (FAR) is capped at 2.0. Given the local context in which buildings generally cover most of their lots, this current FAR cap prevents property owners from building three story structures or even adding third floors to existing structures. To address this issue and support compatible development/redevelopment, the amendment would raise the FAR to 2.5. And as a means for helping to ensure new structures are compatible with the neighborhood architectural patterns, the legislation also includes an architectural design standard.

Impact of legislation on staff

Current staffing levels and capabilities in the Department of Planning and Zoning (the main City agency impacted by zoning legislation such as this) are fully sufficient to address any potential impacts of the proposed legislation.

The legislation is expected to have limited impact on staff operations and any impact will be in response to applicants filing for site and building plan approval. Should an application for property development be filed, the Department staff will guide the application through the normal sequence of pre-application meetings, official application submittals, preliminary reviews, public notifications, formal plan reviews, coordination with applicant's design team, production of staff reports, planning commission hearings (and if necessary, a Board of Appeals hearing), the review of architectural plans for building code and life safety compliance, and the building construction inspection process. As with all development plans, the Department of Public Works and the Fire Marshall would have substantive roles in the review of plans in coordination with the Department of Planning and Zoning.