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**TO:** Kent Studebaker, Mayor  
Members of the City Council  
Scott Lazenby, City Manager

**FROM:** Leslie Hamilton, AICP, Senior Planner  
Planning and Building Services

**SUBJECT:** Ordinance 2732, Annual Community Development Code (CDC) Amendments  
(LU 16-0030)

**DATE:** January 26, 2017                      **MEETING DATE:** February 7, 2017

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**ACTION**

Conduct a public hearing on Ordinance 2732, amending LOC Chapter 50 for the purpose of clarifying and updating various provisions (2016), including pre-application conference exemptions, street front and side yard setback plane measuring points, courtyards in the downtown redevelopment design district, and height of building definition; and adopting findings (LU 16-0030).

**SUGGESTED MOTION**

Move to enact Ordinance 2732, and adopt findings.

**INTRODUCTION/BACKGROUND**

The proposed amendments to the Community Development Code (CDC) are part of the City's on-going effort to ensure the regulations are consistent with the Comprehensive Plan and make them more usable for residents, developers, and City staff by correcting errors, eliminating text ambiguities and redundancies, and clarifying code language.

The proposed amendments (Ordinance 2732) were the subject of a City Council study session on December 20, 2016. The Council received the packet with all attachments prior to the study session. For the purposes of review, staff encourages the Council to review the Council Report dated December 13, 2016.

The Council members were invited to contact staff with any questions prior to the hearing.

## ALTERNATIVES & FISCAL IMPACT

The fiscal impact of this proposal is either neutral or positive, as clarifying the code can ease administration and reduce the time it takes to process permits.

## RECOMMENDATION

Staff recommends that the City Council approve LU 16-0030 and enact Ordinance 2732.

## EXHIBITS

### A. Draft Ordinances

- A-1.1 Draft Ordinance 2732, 01/26/17 (supersedes Exhibit A-1)  
Attachment 1, City Council Findings and Conclusions  
Attachment 2, Draft Code, Text 12/13/16 (supersedes version dated 11/02/16)

### B. Findings, Conclusions and Order

- B-1 Planning Commission Findings, Conclusions and Order, 12/12/16  
*(Attachment 2 referenced in the Findings is not included because it is superseded by Attachment 2 (12/13/16) of the Draft Ordinance 2732 (Exhibit A-1.1). The complete set of Findings can be viewed using the link below.*

### C. Minutes

- C-1 Planning Commission Minutes, 11/14/16

### D. Staff Reports

- D-1 Planning Commission Staff Report, 11/03/16
- D-2 City Council Report, 12/13/16

### E. Graphics/Plans (no current exhibits)

### F. Written Materials

- F-1 Staff Memo from Evan Boone, Similar Use Determination, 11/02/16
- F-2 Matrix of Proposed Code Changes, 12/05/16

### G. Letters

- G-1 E-Mail from James Stupfel, Hallinan Heights Neighborhood Association 11/14/16

Staff reports and public meeting materials can be found by visiting the project web page. Use the link below to visit the City's "Project" page. In the "Search" box enter LU 16-0030 then press "Submit":

<http://www.ci.oswego.or.us/projects>