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COMMUNITY DEVELOPMENT  
DEPARTMENT

CITY OF SACRAMENTO  
CALIFORNIA

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SACRAMENTO, CA  
95811-0218

## MEMORANDUM

Date: July 26, 2012

To: Preservation Commission Members

From: Teresa Haenggi, Associate Planner, 916-808-7554, Jim McDonald, Senior Planner, 916-808-5723

**SUBJECT:** The Planning and Development Code Update

The City of Sacramento Community Development Department has initiated a comprehensive zoning code update – something that has not been completed in more than 50 years. The proposed update, referred to as the "Planning and Development Code Update," will result in a user-friendly document that provides predictable, clear and consolidated direction for development. Key components of the update include:

- Reorganizing the code by individual zones for ease of use
- Creating a consistent citywide site plan and design review process
- Providing flexibility in development standards to facilitate development of smaller urban infill lots
- Updating development standards to recognize urban and traditional development patterns identified in the General Plan
- Updating parking standards and identifying alternative parking compliance to facilitate urban infill

Staff will present a draft outline of the key changes to the Planning and Development Code to the Preservation Commission on August 1, 2012, for their review and comment. Additional community outreach will take place throughout the months of August and September 2012, including a workshop with the Planning and Design Commission on August 16. It is anticipated that the Planning and Development Code will be approved by Council in February, 2013.

### Attachments

Attachment 1: Planning and Development Code, Key Proposals

Attachment 2: Summary of the proposed Site Plan and Design Review Process

## **Planning and Development Code KEY PROPOSALS**

### **Reorganizing the code by individual zones for ease of use**

- Zoning chapters will include allowed land use, development standards (height and area, density) and architectural design standards.

### **Creating a consistent citywide site plan and design review process**

- Consolidate existing Plan Review, “-R” review, design review, PUD review into a single, consistent citywide process.
- Provide staff-level approval of projects consistent with standards and guidelines.
- Provide a flexible process for deviations from development standards at director hearing level.
- Ensure only major projects go to Commission (and projects otherwise requiring Commission approval, such as subdivisions and use permits).

### **Providing flexibility in development standards to facilitate development of smaller urban infill lots**

- Give authority to vary development standards (e.g., setbacks, step backs etc.) through approvals at the director and commission levels.

### **Updating development standards to recognize urban and traditional development patterns identified in the General Plan**

- Increase density and height in key zones including RMX, C-2, OB, and several multi-family zones.
- Create two new OB zones for greater height and density use in the Central Business District and urban centers and corridors.
- Allow for flexibility in use, including ground floor retail and residential by right in the OB, R-4, R-4A and R-5 zones.
- Allow for density and height bonuses for affordable housing, senior housing, or green building (Cal Green Tier 1 or 2).

### **Updating parking standards and identifying alternative parking compliance to facilitate urban infill**

- Reduce minimum parking requirements to reflect urban, traditional as well as suburban environments.
- Develop alternatives to on-street parking that can reduce parking demand created by new development. These alternatives include transportation management planning, additional bike parking, carsharing, motorcycle/scooter parking and a fee paid in lieu of an on-site space
- Update the parking lot standards to use space more efficiently but maintain functionality.

**PROPOSED SITE PLAN AND DESIGN REVIEW - SUMMARY**

Discretionary Review Level	Project Type	Noticing, Decisions, and Appeals
<p align="center"><b>Commission</b></p> <p>Planning and Design Commission</p> <p>Preservation Commission</p>	<ul style="list-style-type: none"> <li>• Development that exceeds four stories or exceeds sixty (60) feet in height.</li> <li>• Residential development of more than 150 dwelling units.</li> <li>• Non-residential development and mixed-use development exceeding 250,000 square feet.</li> <li>• Development that includes deviations from development standards that reduce any minimum or exceed any maximum distance, area, or quantity specified in this title by <u>more than</u> 50%.</li> <li>• When commission level review is otherwise required under this title.</li> </ul>	<p><b>Noticing</b></p> <p>Posting and mailing – 10 days prior to hearing</p> <p><b>Decision</b></p> <p>A decision is effective 10 days after the decision is final, if no request for review by appeal or call-up within statutory timeframe (10 days).</p> <p><b>Appeal</b></p> <p>Subject to appeal and call-up review by Council.</p>
<p><u>Preservation Commission</u>. Commission level site plan and design review is conducted by the Preservation Commission if the development project is located in a historic district or involves a landmark. Otherwise, commission level site plan and design review is conducted by the Planning and Design Commission.</p> <p>If the development project is subject to Preservation Commission site plan and design review, but also requires another discretionary permit or legislative request under this title, the Preservation Commission shall, at the conclusion of its hearing, forward a recommendation on site plan and design review to the Planning and Design Commission, rather than take final action.</p>		
<p align="center"><b>Director</b></p> <p>Conducted by:</p> <ul style="list-style-type: none"> <li>• design director</li> <li>• preservation director</li> </ul> <p>In conjunction with a decision by:</p> <ul style="list-style-type: none"> <li>• zoning administrator</li> <li>• planning director</li> </ul>	<ul style="list-style-type: none"> <li>• Development not subject to commission level review and that the director determines the project:             <ol style="list-style-type: none"> <li>1) is not in substantial compliance with applicable design guidelines;</li> <li>2) or includes deviations from development standards that reduce any minimum or exceed any maximum distance, area, or quantity specified in this title by <u>up to</u> 50%.</li> </ol> </li> <li>• When director level review is otherwise required under this title (when a ZA review is required or when elevated to director level).</li> </ul>	<p><b>Noticing</b></p> <p>Posting and mailing – 10 days prior to hearing</p> <p><b>Decision</b></p> <p>A decision is effective 10 days after the decision is final, if no request for review by appeal or call-up is timely made.</p> <p><b>Appeal</b></p> <p>Appeals are heard at commission level.</p> <p><b>Elevating Project Review</b></p> <p>A project can be elevated to the Commission by the Planning Director.</p>
<p><u>Preservation Director Review</u>: Director level site plan and design review is conducted by the preservation director if the development project is located in a historic district or involves a landmark. Otherwise, director level review is conducted by the design director.</p> <p>If the development project requires another discretionary permit under this title to be heard at the director level, the preservation director or design director shall, at the conclusion of its site plan and design review hearing, forward a recommendation on site plan and design review to the zoning administrator, rather than take final action.</p>		

Discretionary Review Level	Project Type	Noticing, Decisions, and Appeals
<p><b>Staff level</b></p>	<ul style="list-style-type: none"> <li>Staff level site plan and design review is required for any development project that is not subject to director or commission level site plan and design review.</li> <li>Staff level site plan and design review is <u>conducted under the general direction of the design director</u> unless the project is located in a historic district or involves a landmark, in which case the staff level site plan and design review is under the general direction of the preservation director.</li> </ul>	<p><b>Noticing</b> No notice or hearing required.</p> <p><b>Decision</b> Decision is final and effective when decision is made and findings are adopted.</p> <p><b>Appeal/Reconsideration</b> Not subject to appeal or call up review.</p> <p>Subject to reconsideration. The Planning Director shall establish policies and procedures to provide notice and reconsideration of decisions made at the staff level. The decision of the reviewing director after reconsideration is final and not subject to review.</p> <p><b>Elevating Project Review</b> A project can be elevated to the Director or Commission level by the Planning Director.</p>

**Exempt from Site Plan and Design Review**

- Work that will not substantially alter the exterior appearance of an existing building or site or will not be visible from adjacent streets, and will not significantly alter the functioning of an existing site with respect to traffic circulation, parking, infrastructure and environmentally sensitive features.
- Grading or paving of 5,000 square feet or less.
- Second units