

## Legislation Text

---

**File #:** ID# 17-349, **Version:** 1

---

Agenda Date: 12/12/2017

Subject:

Study Session on a Proposed Zoning Code Amendment to Add Preliminary Project Plan

Presented By: Jocelyn Mills, Community Development Director
---

### **PROPOSED CODE AMENDMENT:**

The proposal is to add a new process into the city's zoning code (Title 10 of the City Code), to allow for applicants to request a "preliminary project plan" sessions before the city council and planning commission. The intent of this process is to provide a way for city council and planning commission to give informal and non-binding feedback regarding a potential Planned Development proposal before a formal application is submitted.

City staff looked at other Colorado front range communities zoning codes, including Longmont, Greeley, Aurora and Arvada. The draft language for "preliminary project plan" was a compilation using information from other municipal land use codes.

The addition of a Preliminary Project Plan (PPP) process into the city's zoning code will allow for applicants to submit a proposal prior to a formal development application for a PD, to obtain informal and non-binding feedback from planning commission and city council.

### **BACKGROUND:**

In the city's zoning code, properties are zoned into various zoning districts (i.e. residential, commercial and industrial) with set development standards (for uses, height, density, open space, etc.). Littleton's code also allows properties in certain cases to establish a Planned Development (PD). As part of the application to establish a PD, the development standards are established specifically for that PD and are presented as part of the application. Review and decision-making for PDs are through a recommendation from Planning Commission, and final decision-making at City Council.

The proposal is to add a new process into the city's zoning code (Title 10 of the City Code), to allow for applicants to request a "preliminary project plan" session before the city council and planning commission. The intent of this process is to provide a way for city council and planning commission to give informal and non-binding input regarding a potential planned development before a formal application is submitted.

The concept was discussed with city council on September 26, 2017 in a study session. Planning Commission recommended approval of the proposed preliminary project plan into the city's zoning code at their November 13, 2017 meeting. Their recommendation included deletion of the words "attended by the applicant" on line 97 of the proposed ordinance. The proposed ordinance to establish a Preliminary Project Plan is provided as a separate attachment.

**PROPOSED PROCESS FOR THE PPP:**

An applicant would first submit an application for a PPP. Staff would preliminarily review it and present it to each planning commission and city council. The applicant would be able to be present in the audience but not speak. It is a way for planning commission and city council to get an initial look at potential projects that may later on be formally submitted, as well as an opportunity to provide thoughts and ideas on a proposal. Planning commission and city council would not bound by the comments provided. Applicants would be able to hear the initial feedback and if any significant issues arose, would have the opportunity to rethink their proposed planned development plan.