



## MEMORANDUM

**FROM:** Nicole Tremblay, AICP  
**DEPT:** Planning & Zoning  
**TO:** Planning Commission  
**DATE:** November 18, 2024

**SUBJECT:** 24-54AM – Planned Unit Development Amendments

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On April 4, 2024, City Council held a workshop to discuss the topic of “unified control” as it relates to proposed amendments to planned unit developments (PUDs). During the workshop, planning staff provided results of research into other communities’ processes to amend PUDs. City Council then directed staff to obtain outside legal counsel to achieve two goals: to provide an opinion on whether the City would be in violation of the state moratorium on development restrictions if a new process was adopted and to draft language based on options presented by staff.

Alison Yurko, PA was contracted to provide counsel on the issue. The City Attorney and Planning and Zoning Director met with Ms. Yurko on multiple occasions to discuss and provide direction on the issue, and a memo detailing her research and recommendations was presented to City Council at their July 9, 2024 meeting.

Ms. Yurko and Planning and Zoning Director Roger Clark presented a draft text amendment proposal to Council on October 22, 2024; Council requested one revision to proposed Sec. 87-1.7.3.E, raising the threshold of land ownership required for a PUD amendment application from 50% to 60%. The results of that discussion were incorporated into the draft for Planning Commission’s agenda, which is now ready for the Commission’s evaluation and recommendation back to Council as a formal text amendment petition (24-54AM).