



MEMORANDUM

FROM: Nicole Tremblay, Senior Planner
DEPT: Planning and Zoning
TO: Kelly Michaels, City Clerk
DATE: June 21, 2023
RE: Transmittal of Petitions for Council Action –
Fire Station 2 Petitions 23-14AN, 23-15CP, & 23-16RZ

SUBJECT: Transmittal of Petitions for Council Action 23-14AN, 23-15CP, & 23-16RZ

On June 20, 2023 the Planning Commission, made the following motions for the subject petition:

Petition No. 23-14AN

The following motion was **APPROVED** by a vote of 7-0:

Based on review of the application materials, the staff report and testimony provided during the public hearing, the Planning Commission, sitting as the local planning agency, finds this petition consistent with the Comprehensive Plan, in compliance with the Land Development Code and with the affirmative Findings of Fact in the record, and RECOMMENDS APPROVAL TO CITY COUNCIL OF ANNEXATION PETITION NO. 23-14AN.

Petition No. 23-15CP

The following motion was **APPROVED** by a vote of 7-0:

Based on review of the application materials, the staff report and testimony provided during the public hearing, the Planning Commission, sitting as the local planning agency, finds this petition consistent with the Comprehensive Plan, in compliance with the Land Development Code and with the affirmative Findings of Fact in the record, and RECOMMENDS APPROVAL TO CITY COUNCIL OF COMPREHENSIVE PLAN AMENDMENT PETITION NO. 23-15CP.

Petition No. 23-16RZ

The following motion was **APPROVED** by a vote of 7-0:

Based on review of the application materials, the staff report and testimony provided during the public hearing, the Planning Commission, sitting as the local planning agency, finds this petition consistent with the Comprehensive Plan, in compliance with the Land Development Code and with the affirmative Findings of Fact in the record, and RECOMMENDS APPROVAL TO CITY COUNCIL OF ZONING MAP AMENDMENT PETITION NO. 23-16RZ.

To continue the processing of the petitions, please complete the following:

- Schedule the public hearings before City Council, and provide our office with the legal advertisement when sent to the Gondolier so that we may prepare the notification sign and post on the property 15 days prior, per public notice requirements.
- Amendment 23-15CP requires the State's small-scale review process, which includes two readings of the ordinance before City Council. The adopted amendment will then be transmitted to the DEO for their records.
- Legistar file CC 23-14AN has been created with the following attachments. Please reformat as needed for City Council:
 1. Staff Presentation

2. Staff Report
 3. Application
 4. Survey
 5. Applicant Response Package
- Legistar file CC 23-15CP has been created with the following attachments. Please reformat as needed for City Council:
 6. Staff Presentation
 7. Staff Report
 8. Application
 9. Project Narrative
 10. Survey
 11. Strikethrough Underline Comprehensive Plan Pages
 - Legistar file CC 23-16RZ has been created with the following attachments. Please reformat as needed for City Council:
 12. Staff Presentation
 13. Staff Report
 14. Application
 15. Project Narrative
 16. Survey
 17. Decision Criteria Statement
 - The mailing list for the nearby properties is attached, but please note, if a significant amount of time passes before notices are prepared, the list will need to be updated to ensure sales/transfers are accounted for.

The Planning and Zoning Department may receive additional written correspondence on this petition, which will be forwarded to your office.

Yes N/A

- | | | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | City Attorney Reviewed/Approval |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Risk Management Review |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Finance Department Review/Approval |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Funds Availability (account number): Click or tap here to enter text. |

Attachments: Mailing Notification List & Registered Neighborhoods List
 Ad/Location Map
 Legal Description

Cc: Petition Nos. 23-14AN, 23-15CP, 23-16RZ