Planning & Zoning Commission



August 14, 2018

Please Turn Off All Audio Devices

PUBLIC COMMENT

Citizens may address the Planning & Zoning Commission regarding agenda matters at this time. Discussion will be limited to the first 10 speakers with each speaker allocated 3 minutes. Members will only comment or discuss the subject at the time it is scheduled for consideration.



MINUTES

Regular Minutes July 26, 2018

Mr. Thomas Harris III
Interim City Secretary



WORKSHOP

DISCUSSION AND DIRECTION

Proposed Revisions to the Zoning Use Classifications and Parking Requirements, Found in Chapter 2 of the Development Code of the City of Sugar Land

Ms. Ruth Lohmer
City Planner – Long Range

Development Code Update Phase 2-A Strategic Project

CITY OF SUGAR LAND

Agenda

- Workshop purpose
- Project Background
- Public Outreach
- Why Update? Challenges with Existing
- Goals of the Update
 - Examples of changes to Permitted Uses and Parking Schedules
- Overview of Handouts
- Next Steps

Purpose

- Provide P&Z and public introduction to Development Code Update Phase 2-A
- First in a series of workshops
- At least 3 additional workshops anticipated
 - Detailed review of recommended changes
 - Opportunity for discussion and input
- Kick-off public information campaign, public input

Background

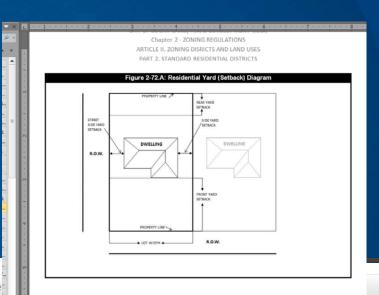
- 1997: Development Code adopted
 - Consolidation of development regulations codified in individual ordinances
- 1997 2013
 - Targeted amendments over time (bulk plane, building finish, parking garage, etc.)
 - New policy direction: Comprehensive Plan, master plans, guiding documents
- 2013: Dev. Code Update Strategic Project began
 - First comprehensive review of Code since 1997
 - Modernize the Code & make more user friendly

Development Code Update Phase 1

- Phase 1 2013-2015
 - Included detailed review & diagnostic of each Dev Code chapter by:
 - City Staff
 - Development Committee
 - Planning & Zoning Commission
 - Consultant
 - Some suggested changes not included in Phase 1
 - Could be evaluated in future phases of update project

Development Code Update Phase 1

- Phase 1 adopted July 21, 2015
 - Technical updates
 - Consolidate text into tables
 - Add graphics
 - Codify current practice
 - Modernization for best practices (sign regulations)
 - High Priority Policy Issues
 - Implement Ped/ Bike Plan
 - PD Districts
 - Vested Rights



Sec. 2-83. - District Regulations.

The following regulations apply in the Standard Single-Family Residential District:

- (a) Minimum Lot Area 6,600 square feet.
- (b) Minimum Lot Width:
 - 60 feet
 - 70 feet for Corner Lots.
- (c) Minimum Lot Depth 110 feet.
- (d) Maximum Lot Coverage 40%.
- (e) Maximum Height of Structures -
 - 2 and 1/2 Stories, but not more than 35 feet from finished grade.
- (f) Minimum Yards:

D SINGLE-FAMILY

nt of Intent.

Regulations.

RESIDENTIAL

SINGLE-FAMILY

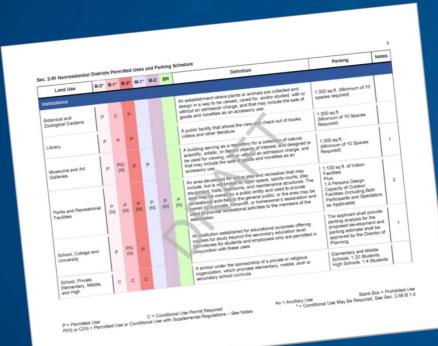
Reserved.

mitted.

- (1) Front:
- 25 feet.
- 20 feet on Lots with Front Yards on culs-de-sac

(2) Boar

Development Code Update Phase 2



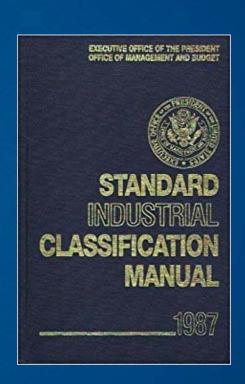
- Phase 2 includes large number of items
 - Further broken down into multiple phases
- **Phase 2-A:**
 - Revisions to zoning use classifications

Public Outreach

- Goal of transparency during review & adoption process
- Variety of communications tools being utilized
- Social media
- Press release
- Email to business & development community
- Project webpage <u>www.sugarlandtx.gov/devcodeupdate</u>
 - Draft changes materials provided to P&Z
 - Schedule of upcoming meetings
 - FAQs
 - Link to online town hall
 - Informational video

Current Use Classification— History

- 1997 Development Code codified use of the 1987 Standard Industrial Classification (SIC) for land use categories
 - OMB tool for classifying economic activities
 - Does not account for actual use of land/impact uses have on surrounding area
 - Not intended for land use classification for zoning purposes
 - Challenges from the beginning



Current Use Classification – Challenges

- Complex system of classification
 - Requires use of manual that average person is not readily familiar with
 - Difficult to classify uses properly without the manual
- Commission concern with SIC (PD reviews)
- Since 1987, significant change has occurred in society
 - Explosion of technology
- Doesn't adequately reflect industries seeking to locate here

Process for Use Classification Changes

- Considered existing businesses in City
- Evaluated how other cities regulate uses
- Consultant created new classification table
- Other City departments reviewed draft
 - Economic Development
 - Engineering
 - Legal
- Created Comparison table to compare new to old uses, districts, and parking ratios
 - Easy comparison for "New" vs. "Old" Code

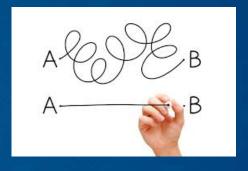


Goals of Updating the Use Classifications

- Modernize & Simplify application
- Evaluate districts where uses are allowed
- Clarify parking for all uses
- Incorporate Supplemental Standards

• **NOT**:

- Change character of zoning districts
- Expand permitted uses
- Remove safeguards currently in place
- Change restrictions on multi-family





- Make more user friendly and understandable to average citizen and business owner
 - Eliminate usage of SIC (use of economic activity based system)
 - Incorporate definitions into use classification table
 - Consolidate parking requirements into use classification table

• Eliminate unnecessary distinctions for uses that are

similar:











Neighborhood Retail



Separate out unlike uses, i.e. SIC 7699 Repair Shops, NEC

Industrial/
Agricultural
Machinery
and
Equipment
Servicing and
Repair Shop



Small & Personal Household Goods Repair



Small Engine Repair



- Clarify compliance with State & Federal Laws
 - Community Home authorized in any residential district (Tx. Human Resources Code Ch. 123) (P in all residential districts)

 HUD-Code Manufactured Home – city shall permit installation of H-C MH (Tx Occupational Code 1201)

(C in R-2)



HUD (Manuf Manufa Private

- Incorporate new uses & rename/ reclassify
 - Independent Senior Living distinguishes from multifamily and Assisted Living (C in R-3, R-4, B-O & B-2)
 - Short Term Rentals –
 establishes specific use
 category (no change in
 location: C in R-2, R-3, R-4)
 - Currently classified under Rooming & Boarding







- Incorporate new uses & rename/ reclassify
 - Travel Agents → Professional Office, Neighborhood
 - Eating Places & Misc. Personal Services → Assembly Facility, Banquet/ Event Center
 - Alcohol Beverages Manufacturing → Alcohol Production, Micro with/without Food Sales







Evaluate Districts

- Evaluate uses by district appropriate?
 - Modify as necessary
- Examples of changes:
 - M-1: Pharmaceuticals
 Manufacturing (CUP) →
 Bio-Tech, Hi-Tech Manuf.
 (Permitted by right)
 - B-O: Eating Places (CUP unless A)
 → Restaurant (Permitted by right,
 CUP for drive-thru or greater
 than 5,000 sq. ft.)





Clarify Parking

- Examined ratios for best practices in planning field
- Consolidate parking into permitted uses tables to clarify required ratios for uses
 - Existing Exhaustive use list, limited parking category list
 - 291 uses on permitted uses tables
 - 28 overall categories on parking table
 - Causes uncertainty which parking ratio to assign to which use
 - Revised Every land use has associated parking requirement

Clarify Parking

- Improved clarity/ classification
 - Doctors/therapists office =
 Office Bldg (1:250 sq. ft.) or
 Medical clinic (1:200 sq. ft.)?
- Based on definitive constant factor, rather than undependable units that change



- Restaurant w/out drive-thru:
 - 1:100 sq ft + 1:2 employees VS
 - 1:100 sq ft public seating & waiting area +
 1:200 sq ft remainder of the bldg

Clarify Parking

- Increased requirements
 - Long-Term Acute Care Facility/ Rehabilitation Hospital
 - 1:2 Units + 1:1 Employees →
 2:1 permanent beds
 - Call Center
 - 1:250 sq. ft. → 1:150 sq. ft.
- Decreased requirements
 - Libraries, Museums & Art Galleries
 - 1:200 sq. ft. → 1:300 sq. ft.





Supplemental Standards

- Consolidating existing requirements in other Code sections
 - Accessory Dwelling Units
 - Home Occupations
 - Hotels



- Drive-thru facilities (speaker orientation & buffering)
- Gas pumps (no flat canopy roof, recessed lighting)
- Assisted Living & Independent Senior Living (common dining, exercise facility)



Summary

- Modernize & simplify application of the zoning use classifications
 - With more appropriate groupings
- Clarify parking for all uses
- Evaluate uses in districts
- Add Supplemental Standards & incorporate regulations from other parts of Chapter 2 into classification table

Review Handouts

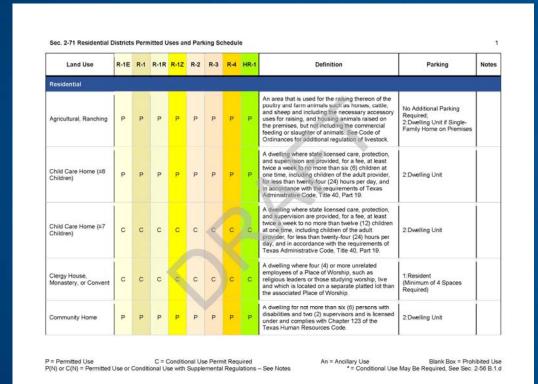
- Binder sections
 - Non-residential Permitted Uses and Parking Schedules
 - Residential Permitted Uses and Parking Schedules & MUC Uses
 - Comparison Table
 - Equivalency Table
 - Airport Zoning Permitted Uses Table

Non-Residential Permitted Uses & Parking

Land Use	B-0*	B-1*	B-2*	M-1°	M-2	BR	Definition	Parking	Note
Institutional									
Botanical and Zoological Gardens	P	С	P				An establishment where plants or animals are collected and design in a way to be viewed, cared for, and/or studied, with or without an admission charge, and that may include the sale of goods and novelties as an accessory	1:300 sq.ft. (Minimum of 10 spaces required)	
Library	Р	Р	Р				A public facility that allows the view and check out of books, videos and other literature.	1:300 sq.ft. (Minimum of 10 Spaces Required)	
Museums and Art Galleries	Р	P/C (N)	р	Р			A building serving as a repository for a collection of natural, scientific, artistic, or literary objects of interest, and designed to be used for viewing, with or without an admission charge, and that may include the sale	1:300 sq.ft. (Minimum of 10 Spaces Required)	1
Parks and Recreational Facilities	P (N)	P (N)	P (N)	P (N)	P (N)	P (N)	An area developed for active play and recreation that may include, but is not function to, open space, sports courts, play requirement, trails, restrooms, and maintenance structures. The area may be owned by a public entity and used to provide increational activities to the peneral public; or the area may be owned by a private, nonprofit, or homeowner's association and used to provide recreational activities to the members of the association.	1:100 sq.ft. of Indoor Facilities Plus 1:4 Persons Design Capacity of Outdoor Facilities (Including Both Participants and Spectators as Applicable)	2
School, College and University	Р	P/C (N)	P				An institution established for educational purposes offering courses for study beyond the secondary education level. Dormitories for students and employees only are permitted in conjunction with these uses.	The applicant shall provide parking analysis for the proposed development and parking estimate shall be approved by the Director of Planning.	1
School, Private, Elementary, Middle, and High	С	С	С				A school under the sponsorship of a private or religious organization, which provides elementary, middle, and/ or secondary school curricula.	Elementary and Middle Schools: 1:20 Students High Schools: 1:4 Students	

- Conversion from SIC (economicbased) to land use classification
- Definitions & parking in table
- (N) = "Notes" see Supplemental Regulations at end of table
 - Replacessuperscript #s

Residential Permitted Uses & Parking



- Conversion from SIC (economicbased) to land use classification
- Definitions & parking in table
- (N) = "Notes" see Supplemental Regulations at end of table
 - Replacessuperscript #s

MUC Uses

Part 4. - Mixed Use Conservation District (MUC)

Sec. 2-112. - Permitted Uses.

A. Permitted Uses

The following uses are permitted by right in the MUC District. Except where specified below, Definitions and Parking requirements shall be in the Residential Land Use Matrix (Sec. 2-71) and the Nonresidential Land Use Matrix (Sec. 2-91):

- 1. Antique and Book Stores
- Definition: An establishment selling books and antiques (collectible items, such a furniture or works of art, that have high value because of their considerable age); does not include Pawnshops.
- b. Parking requirement 1:200 square feet
- 2. Counseling and Therapy Services
- 3. Dwelling, Accessory
- 4. Dwelling, Single-Family Detached
- 5. Professional Office, Neighborhood
- 6. Salon, Spa, or Barber Shop.
- 7. Studio, Photography
- B. Supplemental Regulations

The following are prohibited in the MUC district:

- Drive-thrus
- 2. Fleet vehicle storage;
- 3. Outside storage and/ or display of merchandise;
- 4. Outside sales
- C. Accessory Dwelling

A Single-Family Detached Dwelling located in the MUC zoning district may provide for an additional Dwelling Unit as accessory quarters located in the Principal Building or as part of a Detached garage, if:

- The accessory quarters does not contain more than 600 square feet of Living Space, and
- 2. The occupant or occupants do not pay compensation for the use of the accessory

- Conversion from SIC (economic-based) to land use classification
- Additional Supplemental Regulations

Comparison Table

SIC	Land Use			8-0		8-1		B-2		M-1		M-2		BR	Parking		
	OLD	NEW	OLD	HEW	OFD	NEW	oro	HEW	OLD	NEW	oro	HEW	OLD	NEW	OLD	NEW	
	Institutional									4 3	0	9)					
8422	Botanical and Zoological Gardens	Botanical and Zoological Gardens	p-	P	c	С	P	р							No Specific Parking Requirement For this Use - Default to no <5 spaces	1:300 sq.ft. (Minimum of 10 Spaces Required)	
8231	Lbraries	Library	p+	P	p.	P	Pf	Þ			Į_				1 200 sq ft. (Minimum of 10 Spaces Required)	1:300 sq.ft. (Minimum of 10 Spaces Required)	
8412	Museums and Art Galleries	Museums and Art Galleries	p.	Р	С	PIC (N)	P	p		р				П	1:200 sq ft. (Minimum of 10 Spaces Required)	1:300 sq.ft. (Minimum of 10 Spaces Required)	
99	Parks/Recreational Facilities, Public or Private	Parks and Recreational Facilities	p*	P (N)	p.	P (N)	P	P (N)	p.	P (N)	р	P (N)	р	P (N)	No Specific Parking Requirement For this Use - Default to no <5 spaces	1:100 sq.ft. of Indoor Facilities Plus 1:4 Persons Design Capacity of Outdoor Facilities (Including Both Participants and Spectators as Applicable)	
8221-8222	Colleges and Universities	School, College and University	p.	р		PIC (N)	P	P							1.2 Students	The applicant shall provide parking analysis for the proposed development and parking estimate shall be approved by the Director of Plasning	
8211	Elementary and Secondary Schools	School Private, Elementary, Middle, School Public, Elementary, Middle,	С	С	С	C P	c	C							Elementary and Middle Schools: 1:20 Students; High Schools: 1:4 Students Elementary and Middle Schools: 1:20 Students; High Schools: 1:4 Students	Elementary and Middle Schools. 1:20 Student High Schools. 1:4 Students Elementary and Middle Schools. 1:20 Student High Schools. 1:4 Students	
8241-6249	Vocational Schools	School, Vocational		pe per as			PIC (N)	P*	р	p.	P					1:1 Students plus 1:1 Employees	1:100 sq.ft, of Classroom Space Plus 1:300
8331	8331 Job Training and Related Services		С	PIC (N)		p.									1.1 Students plus 1.1 Employees	sqft. for Workshop or Instructional Space	
	Office											- 35		1		_0	
99	Corporate Professional Office	Cat/Message Center	p*	р	p.	С	P*	P	p+	p	P	Р			t:250 sq ft	1:150 sqft.	
170000 3	See attached Professional Office table	Professional Office, Neighborhood	p=	Р	p.	Р	p.	Р	p*	р	7				1:250 sq.ft.	1:250 sqft.	
NIA	for uses that have been converted to a Professional Office use	Professional Office, Regional	P+	Р			P.	P	p.	Р	P	P			1:250 sq.ft.	1.250 sq.ft.	
	Retail	- 3		- 2	8				7	- 0		- 8					
5813	Drinking Places	Ber	Bars	Bars may be permitted in Planned Development Districts. See appropriate ordinance								ropriate	ance	1 100 sq ft. plus 1:2 Employees	1.50 sq ft. of Public Seating and Waiting Area (Including Outdoor Areas for Seating and Waiting), Plus 1:200 sq ft. for Remainder of Building, (Minimum of 10 Spaces Required)		
5712-5719	Furniture and Home Furnishings Stores	Furniture and Home Furnishings Store	9	1	P*/C	PIC (N)	p.	P						1	1 300 sq ft.	1:300 sq.ft.	
5411	Grocery/Convenience Stores	Grocery, Convenience		1	P*/C		PNC:	Pino	p.					41	1:200 sq ft. (Minimum of 5)		
5421	Meat and Fish Markets	Store		An p		P (N)	p.	P-(74)		P.(N)					1:200 sq.ft. (Minimum of 5)	1:200 sq.ft.	
5431	Fruit and Vegetable Markets				p+	200	p*	-							1 200 sq ft. (Minimum of 5)		
5441	Candy, Nut and Confectionery Stores	Grocery, Market	A		p+	P (N)	D=	P (N)							1 200 sq.ft. (Minimum of 5)	1 200 sq ft	

- Compares New
 Uses and Parking
 to Old Uses and
 Parking
- See Permitted Uses table for (N)
- Uses that were removed are not shown

Comparison Table

Non-Residential	Districts 0	Comparison	Table

SIC	Land Use			8-0		8-1		B-2		M-1		M-2		BR	Parking		
	OLD	NEW	OLD	NEW	OLD	NEW	010	HEW	OLD	NEW	OLD	NEW	OLI	NEW	OLD	NEW	
	Institutional									A 5		9)	100		10	1	
8422	Botanical and Zoological Gardens	Botanical and Zoological Gardens	p-	p	С	С	P	р							No Specific Parking Requirement For this Use - Default to no <5 spaces	1:300 sq.ft. (Minimum of 10 Spaces Required)	
8231	L.braries	Library	p+	p	p.	P	P	P			J	li J			1:200 sq.ft. (Minimum of 10 Spaces Required)	1 300 sq.ft. (Minimum of 10 Spaces Required)	
8412	Museums and Art Galleries	Museums and Art Galleries	p.	р	С	PIC (N)	P	p		p				П	1 200 sq ft. (Minimum of 10 Spaces Required)	1:300 sq.ft. (Minimum of 10 Spaces Required)	
99	Parks/Recreational Facilities, Public or Private	Parks and Recreational Facilities	p*	P (N)	p.	P (N)	P	P (N)	p.	P (N)	р	P (N)	p	P (N)	No Specific Parking Requirement For this Use - Default to no <5 spaces	1.100 sq.ft. of Indoor Facilities Plus 1.4 Persons Design Capacity of Outdoor Facilities (Including Both Participants and Spectators as Applicable)	
8221-8222	Colleges and Universities	School, College and University	p+	р		PIC (N)	p	P							1.2 Students	The applicant shall provide parking analysis for the proposed development and parking estimate shall be approved by the Director of Planning.	
8211	Elementary and Secondary Schools	School, Private, Elementary, Middle, School, Public, Elementary, Middle,	С	C	С	C P	o	С							Elementary and Middle Schools: 1:20 Students; High Schools: 1:4 Students Elementary and Middle Schools: 1:20 Students; High Schools: 1:4 Students	Elementary and Middle Schools. 1.20 Student High Schools. 1.4 Students Elementary and Middle Schools. 1.20 Student High Schools. 1.4 Students	
8241-8249	Vocational Schools	School, Vocational	School Vocational	p*	PIC (No		PIC (N)	P	p	p.	p					1:1 Students plus 1:1 Employees	1:100 sq.ft. of Classroom Space Plus 1:300
8331	Job Training and Related Services	DUTOUS, VOCABOURA	С	11000		170-(14)	P	,	p.						1.1 Students plus 1.1 Employees	sq.ft. for Workshop or Instructional Space	
	Office											- 3		1		-10	
99	Corporate Professional Office	CatiMossage Center	P*	р	p.	c	Pf	P	p+	p	P	Р			1 250 sq ft	1:150 sq.ft.	
1/10/16/01	See attached Professional Office table	Professional Office, Neighborhood	p+	р	p.	р	p.	р	p*	р					1 250 sq.ft	1:250 sq.ft.	
NA	for uses that have been converted to a Professional Office use	been converted to a	p+	Р	-	1110	P"	P	p•	Р	p	P			1:250 sq.ft.	1:250 sq.ft.	
	Retail	71 3		- 2	3				77	- 0		- 8		- 3			
5813	Drinking Places	Ber	Bars	Bars may be permitted in Planned Development Districts. See appropriate ordinance										nance	1:100 sq ft. plus 1:2 Employees	t 50 sq ft. of Public Seating and Waiting Area (Including Outdoor Areas for Seating and Waiting), Plus 1:200 sq ft. for Remainder of Building, (Minimum of 10 Spaces Required)	
5712-5719	Furniture and Home Furnishings Stores	Furniture and Home Furnishings Store	4	1	P*/C	PIC (N)	p.	P						Ma i	1 300 sq ft.	1:300 sq.ft.	
5411	Grocery/Convenience Stores	Grocery, Convenience		15 40	P*/C		PNC-		p.					4	1 200 sq ft. (Minimum of 5)		
5421	Meat and Fish Markets	Store		An		P (N)	p.	P-(N)		P.(N)					1:200 sq.ft. (Minimum of 5)	1.200 sq.ft.	
5431	Fruit and Vegetable Markets	Grocery, Market			p+	0.00	p*	0.00							1 200 sq.ft. (Minimum of 5)	1200 sq.ft.	
5441	Candy, Nut and Confectionery Stores	Underly, market	A		p+	P (N)	D=	P (N)							1 200 sq.ft. (Minimum of 5)	1 200 squ	

• Includes:

- NonresidentialDistricts
- ProfessionalOffice useconversion
- ResidentialDistricts
- MUC

Equivalency Table



- Converts Old Uses to New Uses
 - New Uses
 - Removed Uses
 - Change Name
 - Reclassified
 - Same Use

Airport Zoning Use Table



- Conversion from SIC (economic-based) to land use classification
- No other changes to Airport Zoning Use Table

Next Steps

- Online Town Hall posted August 15 throughout P&Z workshops
- P&Z Workshops to review Permitted Uses and Parking Schedule tables in detail Bring your binders!
 - August 23 (Non-Residential Permitted Uses & Parking: Institutional, Office, Retail & Services)
 - September 11 (Remainder of Non-Residential, Residential Permitted Uses & Parking)
 - September 27 (MUC Uses, Airport Zoning Uses)



REPORTS

- A. Planning and Zoning Commission Liaison Report
 - * City Council Meeting
- **B.** City Staff Report
 - * Calendar of Scheduled Meetings and Events



NEXT Planning & Zoning Commission MEETING

August 23, 2018