

# Planning & Zoning Commission



September 27, 2018

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# **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**  
**September 11, 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**

## **Zoning Use Classification and Parking Requirements**

**Planning and Zoning Commission Review  
9/27/2018**

**C I T Y O F S U G A R L A N D**

*Texas*

# 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

Sec. 2-91 Nonresidential Districts Permitted Uses and Parking Schedule

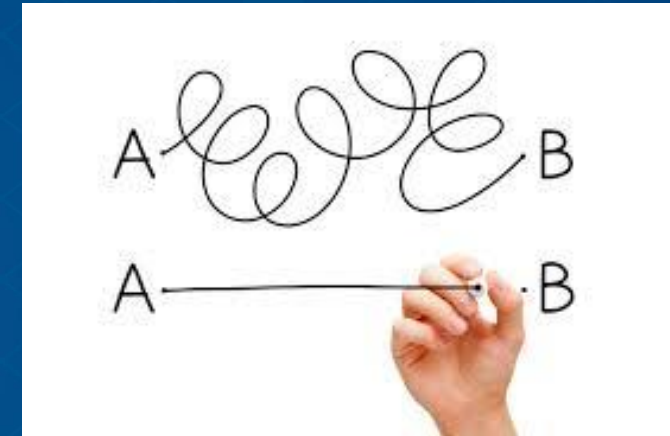
Land Use	B-0*	B-1*	B-2*	M-1*	M-2	BR	Definition	Parking	Notes
<b>Institutional</b>							An establishment where plants or animals are collected and design in a way to be viewed, cared for, and/or studied, with or without an admission charge, and that may include the sale of goods and novelties as an accessory use.	1:300 sq. ft. (Minimum of 10 spaces required)	
Botanical and Zoological Gardens	P	C	P						
Library	P	P	P				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	P	P/C (N)	P	P			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 of goods and novelties as an accessory use.	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 limited to, open space, sports courts, play equipment, trails, restrooms, and maintenance structures. The area may be owned by a public entity and used to provide recreational activities to the general 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	P	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	C	C	C				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	

P = Permitted Use  
P(N) or C(N) = Permitted Use or Conditional Use with Supplemental Regulations – See Notes  
C = Conditional Use Permit Required  
An = Ancillary Use  
\* = Conditional Use May Be Required, See Sec. 2-56 B.1.d  
Blank Box = Prohibited Use



# 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



# MUC District Draft Changes

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# MUC Uses

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

## 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
  - a. 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:

1. 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:

1. 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



# MUC Comparison Table

MUC Comparison Table				
SIC	Land Use		MUC	
	OLD	NEW	OLD	NEW
Residential				
	Dwelling, Accessory	Dwelling, Accessory	P	P
99	Dwellings - Single-Family	Dwelling, Single-Family Detached	P	P
Office				
4724	Travel Agencies	Professional Office, Neighborhood	P	P
6411	Insurance Agents, Brokers, and Service		P	
6512	Operators of Nonresidential Buildings		P	
6513	Operators of Apartment Buildings (Off-Site Management Only)		P	
6514	Operators of Dwellings Other than Apartment Buildings		P	
6531	Real Estate Agents and Managers		P	
6541	Title Abstract Offices		P	
9722	Management Investment Offices, Open-End		P	
7311	Advertising Agencies		P	
7371	Computer Programming		P	
8111	Legal Services		P	
8651	Political Organizations		P	
8711	Engineering Services		P	
8713	Surveying Services		P	
8721	Accounting, Auditing & Bookkeeping		P	
8742	Management Consulting Services		P	
8743	Public Relation Services		P	
8748	Business Consulting Services, NEC		P	
8999	Service, NEC		P	
Services				
7231	Beauty Shops	Salon, Spa, or Barber Shop	P	P
7241	Barber Shops		P	
8011	Offices & Clinics of Medical Doctors	Counseling and Therapy Services		P
8041-8049	Offices of Other Health Practitioners			
8322	Individual and Family Services			
7221	Photographic Studios, Portrait	Studio, Photography	P	P
Retail				
5932	Used Merchandise Stores: Antique and book stores only	Antique and Books Stores	P	P

- Compares New Uses to Old Uses
- Uses that were removed are not shown
- New uses are shown

# Equivalency Table

- Converts Old Uses to New Uses

– New Uses

– Removed Uses

– Changed Name

MUC Equivalency Table

		New Use	
		Changed Name	Removed Use
SIC GROUP	SIC NO.	EXISTING USE DESCRIPTION	NEW USE DESCRIPTION
			Residential Uses
47		<b>TRANSPORTATION SERVICES</b>	
	4724	Travel Agencies	Professional Office, Neighborhood
	4725	Arrangement of Passenger Transportation NEC	Remove
59		<b>MISCELLANEOUS RETAIL</b>	
	5932	Used Merchandise Stores: Antique and book stores only	Antique and Book Stores
64		<b>INSURANCE AGENTS, BROKERS, &amp; SERVICE</b>	
	6411	Insurance Agents, Brokers, and Service	Professional Office, Neighborhood
65		<b>REAL ESTATE</b>	
	6512	Operators of Nonresidential Buildings	Professional Office, Neighborhood
	6513	Operators of Apartment Buildings (Off-Site Management Only)	Professional Office, Neighborhood
	6514	Operators of Dwellings Other than Apartment Buildings	Professional Office, Neighborhood
	6531	Real Estate Agents and Managers	Professional Office, Neighborhood
	6541	Title Abstract Offices (6541)	Professional Office, Neighborhood
67		<b>HOLDING AND OTHER INVESTMENT</b>	
	6722	Management Investment Offices, Open-End	Professional Office, Neighborhood
72		<b>PERSONAL SERVICES</b>	
	7221	Photographic Studios, Portrait	Studio, Photography
	7231	Beauty Shops	Salon, Spa, or Barber Shop
	7241	Barber Shops	Salon, Spa, or Barber Shop
73		<b>BUSINESS SERVICES</b>	
	7311	Advertising Agencies	Professional Office, Neighborhood
	7371	Computer Programming	Professional Office, Neighborhood
80			
	8011	Offices & Clinics of Medical Doctors	Counseling and Therapy Services
	8041-8049	Offices of Other Health Practitioners	Counseling and Therapy Services
81		<b>LEGAL SERVICES</b>	
	8111	Legal Services	Professional Office, Neighborhood
83			
	8322	Individual and Family Services	Counseling and Therapy Services
86		<b>MEMBERSHIP ORGANIZATIONS</b>	
	8651	Political Organizations	Professional Office, Neighborhood
	8661	Religious Organizations	Remove
87		<b>ENGINEERING, ACCOUNTING, RESEARCH, MANAGEMENT AND RELATED SERVICES</b>	
	8711	Engineering Services	Professional Office, Neighborhood
	8713	Surveying Services	Professional Office, Neighborhood
	8721	Accounting, Auditing & Bookkeeping	Professional Office, Neighborhood
	8742	Management Consulting Services	Professional Office, Neighborhood
	8743	Public Relation Services	Professional Office, Neighborhood
	8748	Business Consulting Services, NEC	Professional Office, Neighborhood
89		<b>SERVICE, NOT ELSEWHERE CLASSIFIED</b>	
	8999	Service, NEC	Professional Office, Neighborhood
99		<b>NONCLASSIFIABLE ESTABLISHMENTS</b>	
	99	Single Family Residential	Dwelling, Single-Family Detached

Category



# MUC Changes

- **Removed categories**
  - **SIC 4729 Arrangement of Passenger Transportation NEC**
  - **SIC 8661 Religious Organizations**
- **New category**
  - **Counseling and Therapy Services**
- **Provided specific definition & parking requirement**
  - **Antique & Book Stores**

# MUC Changes

- **New Supplemental Regulations prohibiting:**
  - Drive-thrus
  - Fleet vehicle storage
  - Outside storage/ display of merchandise
  - Outside sales
- **Revised formatting for some existing regulations – incorporated directly into section**
  - Accessory Dwelling
  - Home Occupations

# Airport Zoning

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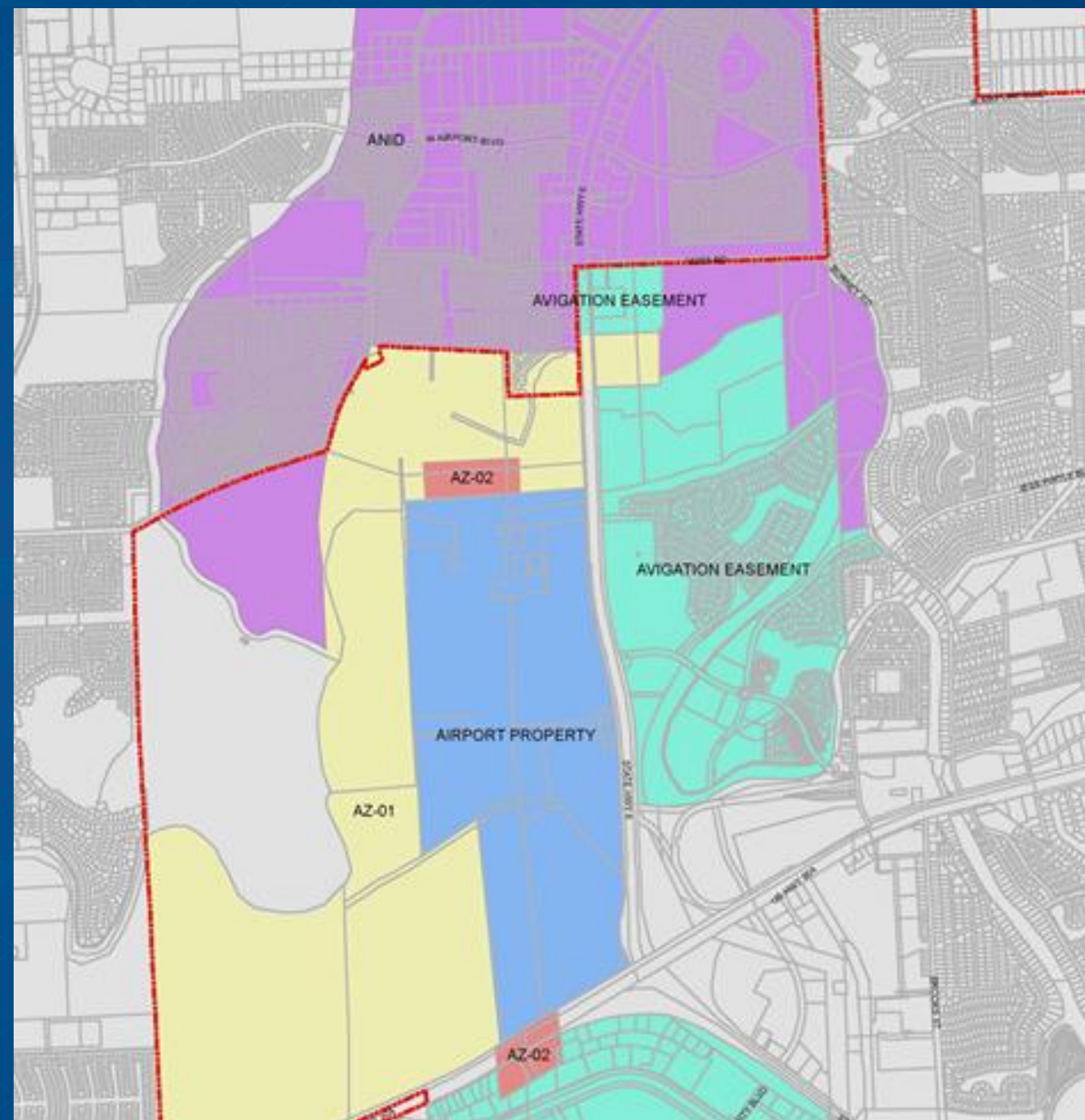
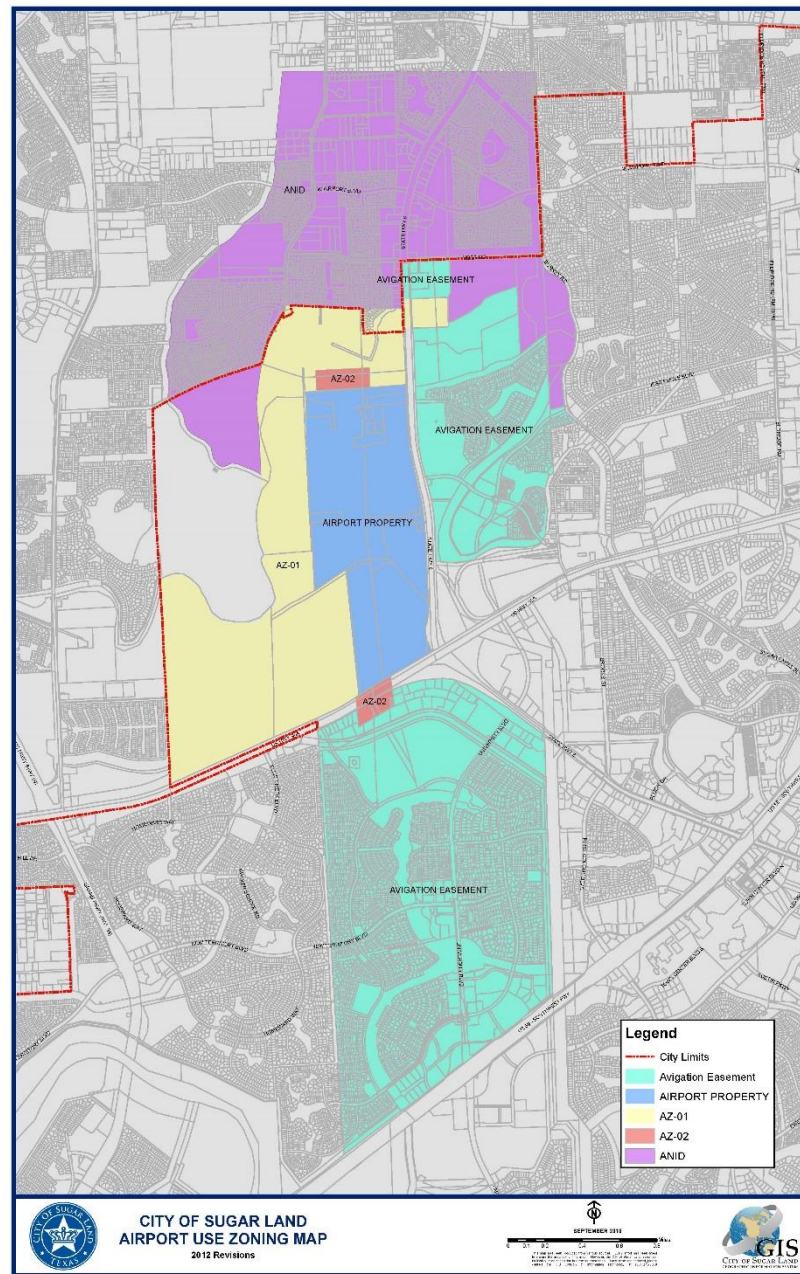
# Airport Zoning Overview

- **Purpose of Airport Zoning**
  - Serves as additional protection for airport
  - Promotes compatibility between Airport & surrounding land uses
  - Protects airport from incompatible encroachment
- **Applied in addition to underlying zoning districts**
  - Use must be permitted by primary zoning district (Ch. 2) AND airport zoning district (Ch. 9) to be developed

# Airport Zoning Overview

- **Two Airport Land Use Zoning Districts**
  - **AZ-01: does not allow residential, assembly or institutional uses**
  - **AZ-02: very limited uses, therefore City owns/ leases all AZ-02 property**
- **Some properties previously under AZ-01 were removed and now have Avigation Easement instead**
  - **Imperial/ Tract 3 development**
  - **Telfair/ Tract 4 development**







# Airport Zoning Use Table

Sec. 9-17 Airport Land Use Matrix

1

Land Use	AZ-01	AZ-02
<b>Institutional</b>		
Botanical and Zoological Gardens	P	
Library		
Museums and Art Galleries	P	
Parks and Recreational Facilities	P	
School, College and University		
School, Private, Elementary, Middle, and High		
School, Public, Elementary, Middle, and High		
School, Vocational	P	
<b>Office</b>		
Call/Message Center	P	
Professional Office, Neighborhood	P	
Professional Office, Regional	P	
<b>Retail</b>		
Bar	P	
Furniture and Home Furnishings Store	P	
Grocery, Convenience Store	P	
Grocery, Market	P	

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

# P&Z Review – Staff Recommendations

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# Parking

- **Assisted Living**
  - Current requirement - 1:4 beds plus 1:1 employees
  - Original staff recommendation - 1:2 permanent beds
  - Revised staff recommendation – 1:2 beds (at max. capacity of facility)
- **Nursing & Personal Care Facilities**
  - Current requirement - 1:2 units plus 1:1 employees
  - Original staff recommendation - 1:2 permanent beds
  - Revised staff recommendation – 1:2 occupants (at max. capacity of facility)



# Parking

- **Commercial Extraction of Soil, Sand, Gravel & Storage**
  - **Current requirement – Undefined**
  - **Original staff recommendation – 1:500 sq. ft. (5 min.)**
  - **Revised staff recommendation – 1: each employee at maximum shift**



# Next Steps

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# 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 [www.sugarlandtx.gov/devcodeupdate](http://www.sugarlandtx.gov/devcodeupdate)
  - Draft changes - materials provided to P&Z
  - Schedule of upcoming meetings
  - FAQs
  - Link to online town hall
  - Informational video

# Next Steps

- **October 9**
  - **P&Z review draft changes/ staff recommendations in response to review comments**
- **October 16**
  - **Online Town Hall closing**
- **October 25 P&Z Meeting**
  - **P&Z Public Hearing**
- **November 13**
  - **P&Z Recommendation**





# 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

October 9, 2018