



Memorandum Planning & Development Services Division

To: Planning and Public Works Committee
From: Aimee E. Nassif, AICP
Date: May 22, 2014
RE: P.Z. 19-2013 City of Chesterfield Unified Development Code

Summary

Presented for your review and consideration is the City's new Unified Development Code. The purpose of this endeavor (which was first initiated in 2003) was to consolidate the City's current regulations, codes, and ordinances relative to construction and development into one codified Code (UDC).

The Unified Development Code does not introduce, change, or amend existing development criteria and standards. It consolidates multiple chapters and past ordinance amendments into a single reference document. With this consolidation and with the use of more tables, charts, and graphics, the net result will be increased readability, improve understanding and remove inconsistencies.

We understand that there may be certain ordinances or criteria which there is a desire to modify or update and there will be an opportunity to do so once the UDC is adopted. Therefore, it is imperative that the UDC be globally adopted, repealing and replacing all relevant codes and ordinances.

A public hearing was held on this project on May 12, 2014. No issues were raised and as such, the Planning Commission voted to recommend approval of this new UDC by a vote of 8-0.

Due to the length of this document, an electronic version has been provided to you in lieu of paper copies. Attached to this report, please find a copy of Staff's report to the Planning Commission and a Chart which lists out every code, ordinance, chapter, policy, and standard that was codified into this new UDC.

A brief presentation will be provided at the meeting on May 22, 2014 and I will also be happy to answer any questions you may have at that time as well.



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Planning Commission Public Hearing & Vote Report

Meeting Date: May 12, 2014

From: Aimee E. Nassif, Planning and Development Services Director

Location: City of Chesterfield

Petition: **P.Z. 19-2013 City of Chesterfield (Unified Development Code)**

Proposal Summary

Since the City's incorporation in 1988, more than 30 amendments have been incorporated into the Zoning Ordinance, yet none of these amendments were ever codified into the zoning document. The Zoning Ordinance is just one document which is used by planners and engineers when doing plan review work. Other, stand-alone documents such as our Access Management Guidelines, Subdivision Ordinance, Grading Ordinance, Tree Manual and Telecommunications Ordinance, to name a few, also contain development requirements which are used when performing our daily tasks and work on development and construction sites. Not having the City's design requirements and development criteria in a single document has led to numerous issues with inconsistencies in Code requirements and difficulties in reading and interpreting the Code.

In 2003, the Department of Public Services, at the direction of the City Council, began the process of drafting and creating a Unified Development Code for the City of Chesterfield. This Unified Development Code (UDC) would simply be a re-formatted compilation of the original zoning code and all subsequent amendments. The UDC would repeal and replace the individual Zoning Code document, the multiple individual amendments, and incorporate all of the related code documents into one compilation dealing with all development codes. The UDC includes all development standards, performance criteria, and review processes for development activities throughout the City. As this project was underway, the City continued to update many regulations and requirements related to a variety of development standards. ***Staff has incorporated the new development criteria that has been previously reviewed and approved by***

the City Council with all other existing regulations and standards and codified all such items into a single document known as the Unified Development Code.

It is extremely important to note, that there are no new or changed development criteria incorporated into this UDC. This UDC is simply a formatted codification of all existing and previously approved standards and criteria. No new requirements or standards are being proposed or have been written into this UDC.

As part of this codification, additional charts and tables have been created to increase readability for the public and to eliminate inconsistencies or conflicts.

The UDC has been compiled into the following Articles:

- Article 1: General Provisions**
- Article 2: Development Review & Appeals Process**
- Article 3: Zoning Districts and Uses**
- Article 4: Development Requirements and Design Standards**
- Article 5: Flood Damage Prevention**
- Article 6: Telecommunications Facilities Siting**
- Article 7: Non-Conformities**
- Article 8: Enforcement and Penalties**
- Article 9: Fees**
- Article 10: Definitions**

After passage of the UDC, the City's old Zoning Ordinance (written in 1997) will still be available in hard copy form just as the 1965 St. Louis County Zoning Ordinance currently is. The purpose of this is to keep these documents available as a resource when doing research or site history. This alleviates the need to re-write yet another separate document to house all of the inactive districts. In addition, it will help to ensure that any future amendments to the UDC do not create any confusion or room for misinterpretation; which is exactly the problem that has occurred with our Zoning Ordinance.

For your reference, attached is a chart which shows all ordinances and sections of City Code and the Zoning Ordinance which have been incorporated into the UDC. While the public hearing notice also lists all the current codes and ordinances which have been incorporated into this UDC, the attached chart provides a more detailed accounting so that you can see the vast undertaking that this has been. Again, the UDC does not alter any existing codes or standards. The UDC simply consolidates multiple documents into a single compendium of development related information. Once the UDC is approved, the City can initiate any specific code changes that City Council deems appropriate. This project has caused Staff to identify several code changes that we believe City Council

should consider. We are equally sure that City Council may identify additional areas which they are desirous of altering as well. However, the first step in this is to get all code requirements and standards compiled in one document, using a single set of definitions and providing accurate cross referencing. ***Once the UDC is approved, Staff will be providing a recommendation to the City Council on updating the City's Comprehensive Plan and several other development standards.***

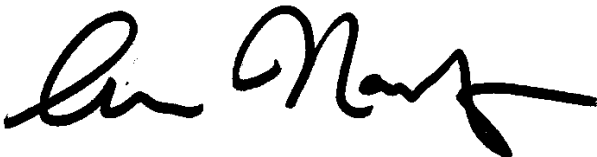
This project has taken many years and could not have been completed without the help and assistance of everyone in the Department. Over the years, the City's Arborist, Engineers, Planners, Administrative Assistants and others have all assisted in the completion of this large undertaking.

Request

Staff is presenting the new Unified Development Code (UDC) to the Planning Commission for approval. After the vote is taken by the Planning Commission, this project will be presented before the Planning and Public Works Committee for ultimate review and approval by the City Council. One item to note is that the public hearing notice for this project stated that Chapter 26 was being amended and repealed; however this should be corrected to state Chapter 26, Article 3 only.

Due to the length of this UDC, the document has been provided to the Planning Commission in digital form and a link to each Article of the UDC has been made available on the City's website.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Aimee Nassif". The signature is fluid and cursive, with a long horizontal stroke at the end.

Aimee E. Nassif, AICP
Planning and Development Services Director

Attachments:

1. UDC document tracker