

## Planning & Zoning Commission Staff Report

**Meeting Date:** June 7<sup>th</sup>, 2023  
**Applicant:** City of Sunset Hills  
**Description:** P-20-23 City of Sunset Hills (Unified Development Ordinance): An ordinance amending Section 7.5 of the Unified Development Ordinance to revise regulations pertaining to traffic study requirements.

---

### **SUMMARY:**

The City has reviewed the development regulations in City Code as they pertain to traffic study requirements. Section 7.5.2.m of the Unified Development Ordinance (UDO) states that a professional traffic study performed by a firm chosen by the City is required. Staff suggests amending the UDO to match the other sections of the UDO and require the City to obtain the traffic study for commercial, office, and/or industrial planned developments at the cost of the developer in a contract executed between the transportation entity performing the study and the City. Section 5 of the UDO (Use Provisions) has several instances where a traffic study is required. The language in Section 5 states that a contract shall be made between the City and the traffic engineer in which a deposit by the applicant is secured for traffic study. The intent of this ordinance is to have similar language as Section 5 and bring clarity to the process in Section 7.

A discussion was held at both the April and May Board of Alderman meetings, to discuss code requirements of traffic studies. After input from the Board, City Staff has prepared ordinance amendment language for the Planning & Zoning Commission's recommendation to the Board of Alderman to address the issue stated above.

The following staff report identifies the current language and the proposed language in red-line adjustment format.

**CURRENT REGULATIONS:**

The UDO requires a traffic study as part of the application process of a commercial, office, and/or industrial planned development located in Section 7.5. This section of the UDO contains the application requirements for commercial, office, and/or industrial planned development.

**Section 7.5.2.m states:**

“A professional traffic study performed by a firm chosen by the City showing the proposed traffic circulation pattern within and in the vicinity of the area of the planned development, including the location and description of public improvements to be installed, any streets and access easements, and any impact on current conditions. The traffic study must determine that the proposed traffic will maintain at least a "D" level of service.”

**DRAFT LANGUAGE:**

Below is the draft language (red-line adjustments) for review and recommendation to the Planning and Zoning Commission on June 7<sup>th</sup>, 2023.

**Proposed Section 7.5.2.m states:** ~~A professional traffic study performed by a firm chosen by the City~~**All applicants shall be required to submit a traffic impact study or analysis. Such traffic impact study or analysis shall be performed by the City’s contract engineer. That applicant shall be required to deposit with the City an amount estimated by the Public Works Director or his/her designee to reimburse the City for the cost of such traffic impact study or analysis. The study or analysis is required to** showing the proposed traffic circulation pattern within and in the vicinity of the area of the planned development, including the location and description of public improvements to be installed, any streets and access easements, and any impact on current conditions. The traffic study must determine that the proposed traffic will maintain at least a “D” level of service.

**It should be noted that P-16-23 also has ordinance revision language to this same section of code and on this same Planning and Zoning Commission agenda. If both were approved by the Board of Alderman, then Section 7.5.2.m would read as follows:**

~~A professional traffic study performed by a firm chosen by the City~~ **All applicants shall be required to submit a traffic impact study or analysis. Such traffic impact study or analysis shall be performed by the City's contract engineer. That applicant shall be required to deposit with the City an amount estimated by the Public Works Director or his/her designee to reimburse the City for the cost of such traffic impact study or analysis. The study or analysis is required to showing the proposed traffic circulation pattern within and in the vicinity of the area of the planned development, including the location and description of public improvements to be installed, any streets and access easements, and any impact on current conditions. The traffic study must determine that the proposed traffic will maintain at least a "D" level of service or if the proposed development will result in below a level "D" service, the traffic study must find no greater than a 20% increase in the number of seconds for the proposed development.**

The changes herein are recommended by Staff to effectively administer the UDO as originally intended an to implement revised language as directed by the Board of Alderman.

**Staff is requesting that the Planning and Zoning Commission vote on this amendment to move forward as recommendation to the Board of Alderman.**

**EXHIBITS:**

1. Draft Ordinance
2. Application
3. Public Notice