

Planning & Zoning Commission Staff Report

Meeting Date: April 3, 2024
Location: City of Sunset Hills
Applicant: City of Sunset Hills
Description: **Unified Development Ordinance (City of Sunset Hills) Sections 1 and 3 Text Amendment**– A request to amend the text of Section 1 - General and Section 3 - District Regulations of the City of Sunset Hills Unified Development Ordinance.

TEXT AMENDMENT SUMMARY:

The City has two types of amendments to the Unified Development Ordinance (text and map). A petition for text amendments is adding new text to the UDO, deleting existing text to the UDO or a combination of both. This request is to amend both Section 1 – General and Section 3 – District Regulations of the City of Sunset Hills UDO. Attached to the Planning and Zoning Commission Packet is the entire red-line amendments for P-02-24 and below is a general summary of the amendments for both Sections.

STAFF ANALYSIS:

In September of 2022, the City of Sunset Hills adopted the UDO. The UDO consists of 14 Sections, and 2 Appendices and when printed is roughly 61 pages. The adoption of the UDO was a significant update to the City's Code of Ordinances. This update was a lengthy process in which there were several iterations that were reviewed and refined by several entities including appointed bodies and elected officials.

Section 1:

The title Section 1 in the UDO is referenced as General. It is a short Section that includes typical items of an introductory Section of City Code including Purpose, Scope, Applicability, etc. There

is a reference to “Non-Conforming” Section of City Code. The Section is incorrectly titled Section 10 instead of the correct 11 in which this amendment corrects.

Section 3:

The title of Section 3 in the UDO is referenced as District Regulations. This Section provides specific regulations regarding the use and development of property within the various conventional zoning districts. These district regulations are supplemented by additional regulations appearing elsewhere in this Ordinance or other regulations contained in the Sunset Hills Code of Ordinances.

Each zoning district has a general description, required dimensional standards and a list of permitted uses. As the UDO was under creation there was discussion over the R6 zoning district permitting both attached and detached single-family homes. The approved UDO solely permits detached single-family homes, but the general description references both attached and detached. This update corrects the general description of the R6 zoning district to solely reference detached single-family homes.

As previously referenced, every conventional zoning district has a series of required dimensional (also known as bulk) standards except for the Parks and Open Space (POS) District. Dimensional Standards include requirements of setbacks, lot area and height. The POS District is to encompass those areas in the City that are under either public or private ownership and are parks, open space, vacant land, or agricultural land. Although most of the land that is zoned POS is under public (State, County, Great Rivers Greenway) ownership, there is land zoned POS that is privately owned and any of those parcels may be sold at any time. Permitted uses of the POS District include aquatic centers, private clubs and golf courses in which dimensional standards may be appropriate (maximum structure height, structure proximity to property line, etc.). This amendment provides the same dimensional standards as the NU district for consistency in administering the conventional zoning districts.

DEPARTMENT INPUT

City Staff has reviewed the draft language and found the application to be in conformance with the procedures outlined in the City of Sunset Hills' Unified Development Ordinance and consistent with the City's Comprehensive Plan. Staff recommends approval of the draft text amendment located in Sections 1 and 3 of the City's UDO.

MOTION

The following options are available to the Planning and Zoning Commission for consideration relative to this application:

- 1) "I move to approve (or deny) the request to amend the text of Section 1 - General and Section 3 - District Regulations of the City of Sunset Hills Unified Development Ordinance."

- 2) "I move to approve the request to amend the text of Section 1 - General and Section 3 - District Regulations of the City of Sunset Hills Unified Development Ordinance." with the following conditions..."(Conditions may be added, eliminated, altered or modified)

EXHIBITS:

1. Application
2. Draft Red-Line Section 1 and Section 3