



PLANNING COMMISSION STAFF MEMORANDUM

DATE: May 21, 2025
TO: Mayor Bergquist and Trustees; Chairman Shockey and Planning Commissioners
FROM: Steve Kudron, Town Manager
SUBJECT: **Land Use Regulations** – Further Direction regarding Central Business District boundaries and open space requirements in the Business District for mixed use development

Overview and Analysis

ORDINANCE NO. 04-2022

AN ORDINANCE AMENDING TOWN CODE 12-7-3 AND 12-7-4 REGARDING THE CENTRAL BUSINESS DISTRICT

Question:

- Ordinance 04-2022 establish boundaries for the Central Business District. Should the boundaries be modified to better reflect specific design and land use characteristics in the Central Business District
- **Consideration of on-site open space interpretation:** If a development plan includes more than one lot, the open space calculations would be allowed to shift between the lots and be located in the most beneficial location to the development and surrounding area. The design of such open space areas do need to take into consideration the harmony with surrounding sites and balance the character of the area and adjacent properties.

ZONING REGULATION NO. 12-2-6

REGULATIONS FOR MIXED USE DEVELOPMENTS

Question:

- Regulation 12-2-6 established requirements for mixed use developments as follows:
 - *Mixed-Use Regulations for the CT, C and RST Districts.*
 - Mixed-use developments in the districts will be subject to the following supplementary regulations. These regulations are minimum requirements and will also apply to Planned Developments within these districts.
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- Multiple family dwellings may be constructed above commercial uses provided:
- Access to dwelling units is not through commercial establishments.
- Trash, service and loading areas shall be screened from view from the dwelling units and from street entrances to dwelling units.
- Outdoor lighting associated with commercial uses within the structure, including lighting for parking, service and loading areas, shall be designed and located such that the direct source is not visible from any dwelling unit within nor shall there be any glare.
- At least two (2) means of ingress and egress from each floor of dwelling units shall be provided and that all other regulations as may pertain to fire protection be met.

Shall the Town's code be modified for limited open space in the Central Business District

Board of Trustees & Planning Commission Discussion and Determination

Staff is asking the Board and Commission to review the considerations above and provide confirmation and final direction and guidance to inform future inquiries and land use applications in the Town. This information will carry forward and be incorporated in staff memos for applicable applications or letters of determination from staff to applicants.

Direct Staff to prepare code revisions as necessary.