

Date: June 7, 2022

To: Center City Form Based Code Ad Hoc Committee

RE: Summary Memo – Review of Ad Hoc Committee Discussion Items

The Center City Form Based Code (CCFBC) Ad Hoc Committee have been meeting since January 20, 2022. As we are all aware, there was a long list of discussion items needing to be addressed during this Administrative Delay.

Below is copy of the CCFBC Administrative Delay Resolution, R-2122-83.

That, the Center City Form Base Code Ad Hoc Review Committee (“CCFBC Ad Hoc Committee”) shall be created on an ad hoc basis to provide guidance and recommendation regarding the following proposed areas of revision to the CCFBC:

Simplification of the code to make requirements clear for staff and developers, architects and designers, through (listed in no particular order, priority of Committee review to be determined by Chair):

- *Side yard setbacks – lot line to lot line for the first 12 feet;*
- *Possible consolidation in number of frontages;*
- *Clarify terms and definitions and address incompatible or conflicting language or provisions;*
- *Consolidate and simplify code format and provisions while clarifying inter-capability with other aspects of City Code and regulations (i.e. building codes - ground floor residential/commercial, Engineering Design Criteria);*
- *Structure elevation, 3’ elevation/accessibility issues where applicable;*
- *Fully identify and define “triggers” to CCFBC applicability and better define the treatment of legacy-zoned properties (or otherwise legal nonconforming structures and uses) existing in CCFBC (as of adoption), adopting Section 208. Designed Deviations, previously removed;*
- *Discuss allowed signage – location, size and dimensions;*
- *Refine definition of “bedroom” to better respond to needs of code and to coordinate with other implicated definitions (such as Zoning Ordinance generally, CNZOD specifically, or other regulating bodies such as the County);*
- *The number of bedrooms allowed per unit before a Special Use is be required – now at 4;*
- *Increase in and provision for application of architectural requirements to ensure quality structures/properties;*
- *Impervious lot coverage issues, and what should be allowed in terms of design and approach, coordinated with Public Works/Storm water division;*

- *Setback inconsistencies, including corner lot design issues, explore opportunity for pattern zoning to benefit corner lot design, including amendment to the Regulating Plan;*
- *Pedestrian lighting;*
- *Alley improvements;*
- *On-street parking design guideline;*
- *Clarification of dumpster/polycart provision and placement requirements;*
- *Reformulation of parking requirements:*
 - *To increase/decrease parking spaces required,*
 - *Fix the “fee in-lieu of” sections of the code;*
- *Amend, supplement and clarify Use Chart and relating provisions;*
- *Fix elements that prevent quality structures, address barriers to courtyard development;*
- *Potential Regulating Plan Amendment - reduce the size of CCFBC area;*
- *Creation of quality open space, including public spaces;*
- *Residential Block Face landscape requirements to promote a walkable neighborhood;*
- *Protection of downtown structures, including non-conforming one-story structures and existing signage.*

The Committee has met nine times since January 20, 2022. The below summary details the hard work the Committee and staff have invested during this time. We have worked together on these items listed below and have addressed a vast majority of these issues. There will undoubtedly be additional items for discussion in the remaining two meetings – this is to be expected and staff will listen for additional input. As stated in the delivery email with the CCFBC DRAFT, it is just that, a draft, and we still need to discuss several items.

CCFBC Ad Hoc Committee Meeting Dates and Topics Covered

January 20, 2022

- Review of Center City Form Based Code (CCFBC) Ad Hoc Committee history
 - Review of Resolution creating Ad Hoc Committee
- General discussion of proposed changes to Center City Form Based Code (CCFBC)
 - Consolidation of Frontage Types
 - Proposed Changes to Regulating Map
 - Creation of Unit Minimum
- Proposed modifications to side yard setbacks

February 10, 2022

- Discussion of reformulation of parking requirements
 - One parking space per bedroom
 - Discussion of on-street parking counting toward parking requirements
- Discussion of quality structures and architectural requirements

- Building height
 - Height Map presented
- Number of units per lot
 - Unit minimum - 1 less than the max height

February 24, 2022

- Discussion of dumpster/polycart provision and placement requirements
- Discussion of definition of “bedroom” (revised definition presented)
- Discussion of reformulation of parking requirements
 - 1 parking space per bedroom
 - On-street parking
- Discussion of possible consolidation in number of frontages
 - Townhouse/Small Apartment & Neighborhood Middle Frontages become Urban Residential
 - Height Map revisited
 - Decrease FFE to 14 inches
- Discussion of quality structures and architectural requirements (on agenda but not discussed)

March 3, 2022

- Part 9 – site development requirements – impervious lot coverage, allowed for design & regulations
 - Sidewalk Removal Issues
 - Reduction of Impervious from 85% to 75%
 - Storage Tanks & Screening
- Continued discussion and report regarding on-street parking options
 - On-street options - Angled back-in, etc
- Continuation of items from 2/24/2022 (These items were not discussed)
 - General report back on discussion of dumpster/polycart provision/placement requirements/fines
 - Discussion of definition of bedroom
 - Discussion of quality structures and architectural requirements

March 10, 2022

- Discussion of definition of “bedroom”
 - Review of revised bedroom definition
- Discussion of consolidation of number of frontages and quality structures and architectural requirements
 - Height maximum requirement (map presented again)
 - Unit minimum requirement (3 unit minimum or 1 less than the height max, whichever is greater)
- Discussion of part 9
 - Reduction of impervious lot coverage
 - Rain storage tanks/barrels
 - Screening

- Discussion of service courts and screening

March 17, 2022

- Discussion of consolidation in number of frontages
 - Height Map presented
 - Review of Urban Residential
 - Unit minimum requirements
- Discussion of reformulation of parking requirements
 - review of 1 parking space per bedroom with reduction incentive to a ½ a parking spot for studio, one-bedroom, and two-bedroom
- Discussion of architectural requirements to ensure quality structures
 - Additional 3' for a possible total of 5' in setback from RBL

March 24, 2022

- Statement regarding Open Meetings Act and open records
- Discussion regarding identification and definition of “triggers” to CCFBC applicability and definition of treatment of legacy-zoned properties (or otherwise legal nonconforming structures)
- Statement regarding reformulation of parking requirements
 - On-street parking allowed to count toward required parking
 - # parking spaces per frontage and removal of bump outs
- Discussion regarding architectural requirements to ensure quality structures
 - Additional 3' for a possible total of 5' in setback from RBL
 - Landscape & Balcony plans required

April 7, 2022

- Statement regarding ethics policy for committees and boards
- Discussion regarding architectural requirements to ensure quality structures/properties
 - Permit for sidewalk removal
 - Screening of rain barrels/ storage tanks
 - Certificate of Compliance requirements
 - DRT approved plans vs construction
- Discussion regarding consolidation and simplification of code format and provisions
 - Part 4 – Building Form Standards (reviewed draft of document)

April 14, 2022

- Discussion regarding amending, supplementing, and clarifying the use chart and relating provisions
- Continued discussion regarding identification and definition of “triggers” to CCFBC applicability and definition of treatment of legacy-zoned properties (or otherwise legal nonconforming structures)

April 21, 2022

- Discussion regarding unit minimums

- Continued discussion regarding refinement of definition of bedroom/the bedroom count – Special Use requirements
- Review of CCFBC Draft

April 28, 2022 (Cont'd discussion from April 21, 2022 meeting to finalize)

- Discussion regarding unit minimums
- Continued discussion regarding refinement of definition of bedroom/the bedroom count – Special Use requirements
- Review of CCFBC Draft