

TO: St. Francis City Council
FROM: Beth Richmond, Planner
SUBJECT: 2025 Code Revisions – Second Reading
DATE: December 15, 2025

OVERVIEW:

The City adopted an updated zoning code in April 2021. Following this update, Staff's practice has been to make necessary housekeeping revisions on an annual basis. These revisions typically reflect current concerns, state legislative directives, changes to modern or best practices, or issues and/or clarifications that Staff has identified as needed over the past year. This year, Staff is proposing several revisions the Zoning Code (Chapter 10 of the City Code). The City Council reviewed and approved the 1st reading of Ordinance 352 on December 1, 2025. Council is requested to approve the 2nd reading of Ordinance 352 at the December 15th meeting.

ACTION TO BE CONSIDERED:

Because Council approved the 1st reading of Ordinance 352, Staff has prepared a 2nd reading of the ordinance and a resolution allowing for publication by summary for Council review. The following timeline will apply.

- December 1 – 1st reading
- December 15 – 2nd reading
- December 19 – Published for comment
- January 19 – Effective

Suggested Motions:

1. Move to approve the 2nd reading of Ordinance 352 approving housekeeping amendments to Divisions 2, 4, 5, 6, 7, 8, and 9 of the Zoning Code.
2. Move to approve Resolution 2025-61 allowing publication of Ordinance 352 by summary.

ATTACHMENTS:

- Draft Ordinance 352 (2nd Reading) – Chapter 10 Zoning
- Summary Resolution 2025-61