

PLANNING COMMISSION RULES AND PROCEDURES

SUMMARY OF SUBSTANTIVE AMENDMENTS

Ethical Standards. Through the Metro Code, Council has established specific standards of ethical conduct for employees and board/commission members, including the council. Through an Executive Order, the Mayor has also established standards for staff. These updated references are cited on page 2.

Discrimination. The Council has amended the Metro Code to expand the list of protected classes. The updated list is inserted at top of page 3.

Basis for Commission Zoning Decisions. Existing language was very dated and seemed to require commission to base its decisions only on staff analysis and recommendations. New language ties zoning decisions to the General Plan. Zoning technically contrary to the plan requires either a plan amendment or the commission's rationale for finding the zone change compliant with overall goals and intent of the General Plan. See language on page 5, paragraph H.

Public Hearing Early Notice. See language on page 7 and enclosed chart. This change includes the addition of an "Application Bulletin", to be posted on the Planning Department website within 2 business days of application filing deadline. The bulletin will list all of the applications received at that deadline. Once posted, individuals and groups registered with the department to receive application updates will receive an email reminding them the bulletin is available on the website. Finally, for applications that, upon submittal, meet the requirements for a public hearing, postcard notice will be mailed to property owners and/or representative groups within nine (9) calendar days of each application filing deadline.

Public Hearing Procedure. This section on pages 7 - 9 outlines in detail a revised public hearing procedure. Highlights are:

- Staff: A slightly abbreviated staff presentation of the type, context and proposal.
- Applicant: A ten-minute speaking time for the applicant and his representatives to present the proposal, in their own words.
- Proponents: A proponent from the general public may speak for up to 5 minutes if he/she is the designated representative of an organization; individuals not represented by said organization(s) may speak for up to 2 minutes each.
- Opponents: An opponents from the general public may speak for up to 5 minutes if he/she is the designated representative of an organization; individuals not represented by said organization(s) may speak for up to 2 minutes each.

Housekeeping Plan Amendments – description and process corrected (page 11). Housekeeping amendments correct plan errors or acknowledge changed conditions that the plan needs to recognize. Previously, housekeeping amendments went through the extensive Major Plan Amendment process. The change proposed here aligns Housekeeping Plan Amendments with the Minor Plan Amendment Process.

Specific Plan Four Year Review Process. This addition, beginning on page 14, incorporates in the Rules the specific procedure for conducting the 4-year SP review for activity/inactivity. The 4-year review was a component of the Council's Specific Plan zoning ordinance. The procedure is consistent with the informal process the Commission agreed upon several months ago.

Subdivision Plat, Review and Approval Timeframe (page 17). Since the subcommittee's last meeting, staff has become aware of several inconsistencies between the existing language and new state legislation approved in the last session. The proposed new language brings the Metro plat review and approval process into compliance with the state's newly enacted timeframe.