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**Public Works/  
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## Staff Report

ITEM 4

**To:** Lemoore Planning Commission  
**From:** Steve Brandt, City Planner  
**Date:** June 19, 2013  
**Subject:** 2013 Zoning Ordinance Revisions – Proposed Process and General Timeline

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### **Discussion**

The City is currently in the process of proposing revisions to the text of the City Zoning Ordinance that was comprehensively updated in 2012. The purposes of the revisions are to make minor technical changes to “clean up” details in the Ordinance that were missed to that need minor adjustment, and to make revisions that would streamline the Ordinance with the goal of making approval processes more business friendly. Two ad hoc committees have been formed to review each of these purposes and to propose changes. These changes will ultimately be taken to the Planning Commission for review at a public hearing. Then the Council would hold a public hearing and adopt the Ordinance changes. A draft list of changes had been prepared by the previous Planning Director. This list is attached.

The purpose of this discussion is twofold: 1) to review and agree upon a process to get from where we are now in the process to the concluding public hearings at the end of process, and 2) to begin the discussion of the areas of the Ordinance that need changing. The attached list can be used as a guide or other issues not on the list can be suggested, and staff will add them to the list.

### **Proposed List of Updates to the Zoning Ordinance:**

The attached list is preliminary and likely not in its final form. The intent in providing it at this point in the process is to give the Planning Commission a starting point for discussions. At this point, Planning staff is open to reviewing any of the issues listed for retention, removal, or revision.

### **Proposed Process and Schedule:**

The schedule on the following page is proposed by the Planning Department staff. The only requirements are that steps 8 through 11 must be followed in accordance with State law for the adoption of City Ordinance changes. The schedule provides two study sessions (one being a joint study session with the City Council) so that the public will have an opportunity to provide input into the process. The Planning Commission can make adjustments to the schedule as it desires. However, the only way to make the timeline shorter would be to remove one of the two study sessions, which is not recommended by staff.

1	Planning Commission review of Ordinance Revision process.	June 24
2	Ad hoc Committees refine their lists of changes.	July and 1 <sup>st</sup> part of August
3	Ad hoc Committees provide their lists of changes to Planning staff.	August 16
4	Planning staff prepares a technical analysis of lists for Joint PC/CC study session	Last part of August
5	Planning Commission and Council Joint Study session to review the proposed changes and provide direction back to Planning staff.	September 10 <sup>th</sup> PC meeting
6	Planning staff prepares the Ordinance text changes in <b>bold</b> / <del>strikeout</del> format and prepares necessary Environmental document.	September
7	Planning Commission study session to review propose Ordinance changes and make adjustments as needed.	October 8 <sup>th</sup> PC meeting
8	Planning Commission Public Hearing to make final recommendation to City Council on Ordinance changes.	October 22 <sup>nd</sup> PC meeting
9	City Council Public Hearing to adopt Ordinance changes (1 <sup>st</sup> reading)	November 5 <sup>th</sup> CC meeting
10	City Council 2 <sup>nd</sup> reading of Ordinance changes.	November 19 <sup>th</sup> CC meeting
11	Ordinance changes become effective.	December 19 <sup>th</sup> (30 days after 2 <sup>nd</sup> reading)

**Recommendation:**

Planning staff recommends that the Planning Commission 1) use the attached list as a starting point to discuss changes to the Ordinance, and 2) review the proposed process and schedule, make any adjustments it desires, and then accept the process and the plan for moving forward with the Ordinance changes.

**Attachment:** Proposed 2013 Updates to the Lemoore Zoning Ordinance – Title 9