



City of Scandia
City Council and Planning Commission Work Session
July 1, 2020 @ 5:30 PM

AGENDA

Development & Zoning Code Update

Project Kick-off

- 5:30 Team Introduction

- 5:35 Project Purpose, Background and Introduction
 - What's required vs. what opportunities exist to improve our code?
 - What is the primary purpose/objective of land use & zoning ordinances?

- 5:45 Schedule & Public Engagement Discussion
 - Open Houses: Timing & Topics
 - Surveys: Two surveys to solicit feedback
 - Survey 1: Issue identification
 - Survey 2: Follow-up/confirm feedback
 - How should we reach out?
 - Project Website:
 - Should we include a platform for direct public engagement?

- 6:10 Preliminary Introduction to Ordinance & Code Structures
 - Standard Euclidean Zoning Ordinance & Structure
 - Unified Development Code & Structure
 - Hybrid approach?

- 6:25 Homework & Adjournment



MEMO

To: Mayor, Members of the City Council & Planning Commission

From: Jennifer Haskamp, AICP, Swanson Haskamp Consulting

Date: June 26, 2020

RE: Kick-off Presentation & Discussion
Zoning & Development Code Update Project

Work Session Introduction & Purpose

At the July 1, 2020 work session, we will officially kick-off the Zoning & Development Code Update Project. Our Team is excited to get to work and begin the process of updating the City's Zoning and Development Code. Throughout this process we will work collaboratively with the City Council, Planning Commission and City Staff to update the City's zoning and development codes. The joint work session on July 1st will be the first of several opportunities for us to present information and solicit feedback from you.

The purpose of the kick-off work session is to 1) introduce the Project and process objectives and to make sure we are all on the same page; 2) discuss the schedule and associated public engagement plans (which have shifted slightly given social distancing regulations due to COVID-19) and solicit feedback regarding the modifications; and 3) provide a preliminary introduction to ordinance and code structure in the context of the City's existing ordinances (this conversation will be ongoing until a direction regarding a Unified Development Code is selected).

We will conclude the work session with some brief instructions regarding the "homework" that will be distributed at the meeting. The first phase of this process is to conduct issue identification and we need your help to define and establish priorities for this Project. We have scheduled approximately 15-20 minutes of the Planning Commission agenda on 7/7 and the City Council work session agenda on 8/4 to discuss issues and opportunities of the City's ordinances and code, and the homework will provide direction and structure to the upcoming sessions.