



## Legislation Text

---

**File #:** 19-242, **Version:** 1

---

### **TITLE:**

Public Hearing on Amendments to the Text of the Land Use Ordinance and the Town Code Relating to Advisory Boards

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to consider proposed amendments to the Land Use Ordinance regarding the membership and duties of various advisory boards and a proposed amendment to the Town Code to restructure the SRTS Implementation Committee as a subcommittee of the TAB. Draft ordinances have been prepared. Consideration of an amendment to the LUO is a legislative decision and the Board must receive public input before reaching a decision. The Board has also set a public hearing to receive comment on the proposed Town Code amendment.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Christina Moon - 919-918-7325; Patricia McGuire - 919-918-7327

**INFORMATION:** In response to requests to modify the membership, quorum requirements and duties and responsibilities of various advisory boards, two draft ordinances have been prepared.

### Land Use Ordinance (Attachment B)

1. The quorum requirements for the Appearance Commission, would be reduced to three members when there are one or more vacancies on the commission.
2. The name of the Environmental Advisory Board (EAB) would be amended to the Environmental and Climate Action Advisory Board (ECAAB) to reflect the board's role in implementing the Town's climate action plans. The ECAAB would also gain two additional members, increasing the size of the board from seven (7) to nine (9) and likewise increasing the quorum requirements from four (4) to five (5).
3. The Affordable Housing Advisory Commission (AHAC) would be added to the provisions in the LUO under permitting and amendments to more clearly include the commission in the various aspects of the development review process such as joint advisory board review meetings, development project walkabouts and concept plan review, land use permit review and amendments.

### Town Code (Attachment E)

The Town Code would be amended to restructure the Safe Routes to School Implementation Committee from a standalone advisory board to a subcommittee of the Transportation Advisory Board (TAB). The change would also facilitate the TAB's consideration and integration of SRTS recommendations in its review of development proposals.

The draft Land Use Ordinance text amendments were referred to Orange County. Amendments for the LUO and Town Code were presented to the advisory boards at the June 6<sup>th</sup> Joint review meeting, and the draft LUO amendment was subsequently presented to the Affordable Housing Advisory Commission at its meeting on

June 19<sup>th</sup>. Comments on the proposed text amendments are provided as (*Attachment D*); the Transportation Advisory Board's courtesy comments on the Town Code amendment are provided as (*Attachment F*).

It is staff's understanding from the EAB's comments and subsequent discussion that consideration of the proposed changes to that particular advisory board warrants further discussion and/or revision. In order to facilitate consideration of the remaining provisions, the draft ordinance has been revised to remove the sections relating to the EAB (*Attachment C*). Staff will continue to work with the EAB and will bring a new draft ordinance back to the Board for consideration at a future meeting.

**FISCAL & STAFF IMPACT:** Public hearings involve staff and public notice costs associated with advisory board and Board of Aldermen review.

**RECOMMENDATION:** Staff recommends that the Board of Aldermen consider:

- 1) The resolution of consistency (*Attachment A*) and the revised draft ordinance amending the Land Use Ordinance provisions relating to the Appearance Commission and Affordable Housing Advisory Commission (*Attachment C*);
- 2) The draft amendment to the Town Code (*Attachment E*). No resolution of consistency is needed for a Town Code amendment.