

ORDINANCE NO. O-1213-31

ITEM NO. 8

STAFF REPORT

ITEM: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 422.1 (AMENDMENTS) OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN SO AS TO ALLOW CONCURRENT SUBMITTAL OF PRE-DEVELOPMENT AND PLANNING COMMISSION APPLICATIONS; REGULATING TIME BETWEEN PRE-DEVELOPMENT AND PLANNING COMMISSION MEETINGS; SPECIFYING NOTICE REQUIREMENTS AND CLARIFYING OTHER SUBMITTAL REQUIREMENTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

In an effort to further streamline the development process, staff is proposing an ordinance to amend Section 442:1 of Chapter 22 (Zoning Ordinance) of the City Code. These amendments will allow Pre-Development and Planning Commission meeting submittals in the same application cycle. The amendment is included for your review as Exhibit A.

The suggested amendment was presented to and discussed by the Council Business and Community Affairs Committee (BACA) during their February 2013 monthly meeting.

DISCUSSION:

Currently, the City requires properties that are applying for rezoning, Land Use and Transportation Plan amendments, Certificate of Survey and all forms of preliminary plats to conduct a pre-development meeting before applying to Planning Commission for consideration. Pre-development meetings generally occur on the last Thursday of each month, which then precludes an application from proceeding to the next scheduled Planning Commission meeting. The first opportunity for the development to appear on a Planning Commission agenda would be the following month. This adds approximately 28-30 days to the development process.

These ordinance amendments do not alter any requirement for preliminary plats, rezoning and Land Use and Transportation Plan amendments to conduct a pre-development meeting. The proposed amendments now allow a development to submit for a pre-development application and Planning Commission application in the same application cycle, which could potentially save an applicant approximately 28 days in the development process.

STAFF RECOMMENDATION:

Staff recommends approval of the attached Ordinance amendments.