



Joint City Council/ Planning Commission Staff Report

DATE: January 31, 2023

ITEM INITIATED BY: Raffi Boloyan, Community Development Director

ITEM AUTHORIZED BY: Raffi Boloyan, Community Development Director

A handwritten signature in blue ink, appearing to be "Raffi Boloyan".

PREPARED BY: Raffi Boloyan, Community Development Director

**SUBJECT: COMPREHENSIVE ZONING ORDINANCE UPDATE
STUDY SESSION #1 – MEETING FORMAT AND CORRESPONDENCE**

BACKGROUND

Three joint Planning Commission/City Council study sessions have been scheduled to review sections of the draft Zoning Ordinance Update. The first session is scheduled for Tuesday, January 31, 2023 from 6:30pm to 9:00pm in the City Council Chambers. The next two study sessions will be on March 20, 2023 and April 24, 2023.

The first session will cover Draft District and Use regulations, standards for specific uses, use classifications (definitions) and the Draft Zoning Map. The materials for the first session include:

- [Memo Re scope of three study sessions and background](#), Dec 21, 2022
- [Draft District and Use Regulations](#), January 2023
- [Draft Updated Zoning Map](#), January 2023

These materials were published, made available to the public, Commission and Council on December 29th. All documents related to the zoning ordinance update project, including the items above, can be found on the project web page at www.cityofdixon.us/zoningupdate and are listed in Project Document section.

The purpose of this memo is to provide the recommended format for the meeting and inform the Commission and Council of any public comments received to date.

STUDY SESSION FORMAT

Given that this first session includes related, yet different topical areas, staff recommends a separate presentation and discussion on each of the four topic areas. The following format is recommended for conducting this study session:

1. Project and Study Session Overview

- Staff Presentation
- Planning Commission and City Council Questions
 - Staff responses if necessary
- Public comments and questions
 - Staff responses if necessary
- Commission/Council Discussion

2. Zoning Map

- Staff Presentation
- Planning Commission and City Council Questions
- Public comments and questions
- Commission/Council Discussion

3. District Standards and Use Classifications (definitions)

- Staff Presentation
- Planning Commission and City Council Questions
- Public comments and questions
- Commission/Council Discussion

4. Standards for Specific Uses

- Staff Presentation
- Planning Commission and City Council Questions
- Public comments and questions
- Commission/Council Discussion

CORRESPONDENCE

Notice of the three study sessions, along with notice of availability of the draft documents for the 1st session, were emailed to all interested parties and distributed to the Council/Commission on December 29, 2022. In addition, notice was published in both local newspapers on January 6, 2023, in excess of the 10 day noticing requirement.

At the issuance of this staff report on Thursday, 1/26, no public comments, adverse or otherwise, have been received by staff. Staff has received two emails, with questions on how people are to submit comments, but no specific comments have been submitted to date. Any comments submitted after this memo and before the meeting, will be forwarded to the Commission and Council under separate cover