

Memorandum

REPORT TO: Community Development Board

FROM: Tom Rogers, Senior Planner
Chris Saunders, Community Development Manager
Erin George, Community Development Director

SUBJECT: Continued Discussion of Unified Development Code Update from June 2nd
Focusing on Tools to Address Mass and Scale of Buildings

MEETING DATE: June 16, 2025

AGENDA ITEM TYPE: Community Development - Legislative

RECOMMENDATION: Discuss and determine whether to make a recommendation to the City Commission on methods to address mass and scale of buildings

STRATEGIC PLAN: 4.2 High Quality Urban Approach: Continue to support high-quality planning, ranging from building design to neighborhood layouts, while pursuing urban approaches to issues such as multimodal transportation, infill, density, connected trails and parks, and walkable neighborhoods.

BACKGROUND: At the May 5th meeting, the Board packet materials identified some of the primary issues identified in public comments received during the recently completed supplemental public engagement. The mass and scale of buildings was a common theme in the comments. The Board requested that the staff schedule discussions for the Board on topics relating to the code update during regular meetings of the Board. The first was on May 19th to discuss how to approach requested amendments to the zoning map.

The Board began discussion of zoning tools used to address mass and scale of buildings on June 2nd. The attached memo describes each tool, identifies which are presently in use, and if they are proposed to continue in the new draft. The focus of this discussion is not the specifics such as "X feet" setback but rather the general tools. Duplicative tools create additional complexity in the code with limited benefit. Omission can result in unwanted outcomes. Each tool has advantage and drawbacks.

The Board received a presentation from staff and received public comment at the [June 2nd meeting](#) [external link]. Discussion on this item begins at 1:28:30 in the recording. Staff presented information on the general purpose of the discussion and addressed individual tools at the indicated times in the recording: lot setbacks 1:36:30, lot area 1:38:00, height 1:39:35, stories/vertical massing 1:45:20, wall plate height 1:49:40, floor area ratio 1:58:55, building design standards 2:05:45, step backs & planes 2:16:35.

Public comment begins at 2:55:15.

The Board made two motions to recommend that the City Commission not include Lot Area or Floor Area Ratio as standards in the Unified Development Code update. Both motions passed. The Board continued the discussion to the June 16th meeting.

The City Commission held a meeting on June 3rd to discuss topic areas where they are interested in conducting work sessions for the UDC update. The discussion began at 38:30 in the recording of the [meeting](#) [external link] and lasted approximately 3 hours. Tools relating to mass and scale of buildings were included in the topics they wish to address and they will hold a work session on June 24th on this topic. Additional work sessions on other topics, zoning districts and map changes, uses in districts, and environmental are being scheduled. That will be shared with the Board once it is completed.

UNRESOLVED ISSUES: Determination of recommendation to City Commission.

ALTERNATIVES: As determined by the Board.

FISCAL EFFECTS: No budgeted funds are expended with this discussion.

Attachments:

[CDB June 2 2025 Mass and Scale Memo.pdf](#)

Report compiled on: June 11, 2025