



Date: January 13, 2023
To: Planning and Zoning Commission Members
From: Patrick R. Zenner, Development Services Manager
Re: UDC Text Change – Drive-through Facilities (remand) follow-up

At the January 5, 2023 work session staff presented information regarding the above captioned matter and explained that the City Council remanded the text change to Commission during its November 7, 2022 meeting. The purpose of the remand was to allow time to obtain additional public input (from Neighborhood Associations) and to respond to several public comments made during the second reading of text change ordinance. Council requested that the remanded item be returned for their continued consideration at the January 17, 2023 Council meeting.

As discussed at the Commission's January 5 work session, staff prepared a report (to appear on the Council's January 17 agenda) seeking an extension of the remand such that a response from the Commission would be provided for their March 6 meeting. At the same January 5 Commission work session, staff explained how it intended to address the additional public engagement sought by Council as well as its approach to responding to the Columbia Board of Relator's (CBOR) letter expressing concerns with the proposed text change. It was agreed that staff would take lead on these matters and report back to the Commission any additional comments received.


Since the January 5 meeting staff has prepared survey questions and a summary of the proposed text change that will be distributed electronically the week of January 16, 2023 through various City distribution mailing lists and listserv databases. In addition to this email distribution, the survey will be available on the City's "Be Heard" public engagement portal. The time allotted for public comment will be approximately 3-4 weeks.

Following the close of public comment, staff will review comments received and survey results. These results will be reported back to the Commission as part of an updated staff report to be presented during the Commission's February 23, 2023 regular meeting. It is staff's intent that a "fresh" recommendation of the Commission based on this public hearing and the comments/survey results will be provided to the Council for their March 6 meeting.

Depending on the outcome of the hearing and the Commission's recommendation, it is possible that an additional request for extending Council action on this matter may be sought. Such an extension may be needed to address issues presented by the public that the Commission may believe need to be addressed within the remanded ordinance prior to Council's final action upon it.

Please let me know if you have questions.

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