



MEMO

DATE: December 30, 2023

TO: Planning and Zoning Commission Members

FROM: Clint Smith, Senior Planner

Re: Unified Development Code Text Amendment Project – Phase 4, #A1 (#262-2022)

Discussion:

The Planning and Zoning Commission had recommended approval of a set of four text amendments that were placed on the November 7, 2022 City Council agenda for a final read. The Council approved three of those amendments at that meeting, but remanded the fourth amendment, which addressed drive-through regulations, to the Planning and Zoning Commission. This memo is a summary of the remand request and of the comments made during the meeting associated with the specific text amendment.

At the Council meeting, four individuals spoke regarding the proposed drive-through amendment, including one PZC Commissioner. There was also a letter submitted directly to Council by the Columbia Board of Realtors (CBOR), and one of the speakers at the meeting represented the CBOR as well. The letter is attached, and all of the individual speakers' specific comments are paraphrased below:

- Service windows should be allowed to face a street, with no conditions.
- Porte-cocheres are dangerous, create more impervious surface, and are expensive.
- A drive-through is an auto-centric use, so screening from the street with additional landscaping is unnecessary.
- If landscape screening is required, it should not be in addition to the existing requirements.
- New requirements should be reviewed for compliance with City's adopted Crime Prevention Through Environmental Design (CPTED) principals.
- Concerns with traffic congestion.

Council discussed the amendment and the comments that were submitted. Council members expressed understanding with the CBOR's letter that a porte-cochere can have a tunneling effect. Council members questioned if the amendment will prohibit signs from being visible from R-1 and R-2 zoned areas because that would create numerous non-conformities (that is a current regulation – the amendment only restates the provision for clarity), when a TIA would be required for drive-through uses, whether internal traffic management on private sites is a public concern (gave example of Starbucks along West Broadway), and shared concerns with a lack of specificity on when the City Traffic Engineer would require a TIA. One Council member expressed that he did not support the amendment as presented.

Council also stated a desire to hear feedback from residents that may be affected by a drive-through, and suggested that feedback from neighborhood associations (NA) be solicited.

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After their discussion, the Council voted to refer the amendment back to Planning and Zoning Commission for review in light of the comments within the CBOR letter, to evaluate the amendment against CPTED principals, and to get feedback from neighborhood associations.

Council initially tabled the item to their January 17, 2023 agenda to allow the PZC time to review and respond accordingly as well as reach out to neighborhood associations. However, given the PZC's focus on short-term rental regulations meeting this deadline is not possible. As such, staff has submitted a report that will be considered by Council on January 17 that requests additional time to respond to the remand by the March 6 Council meeting. The report also attempts to address several generally objective questions raised at the initial Council meeting so as to provide clarity on the currently proposed amendments provisions.

Recommended Action:

No action is required at this time. Staff is recommending that the January 19 PZC Work Session be used to discuss and respond to the feedback received from Council and from the other speakers present at the meeting, discuss any possible changes to the amendment based on that feedback, discuss methods for soliciting NA feedback, and review a draft response back to the Council. Staff will prepare a draft response to the questions raised at the Council meeting for review by the PZC at the January 19 meeting.

Attachments

- Council Packet
- Letter from the Columbia Board of Realtors
- Policy Resolution PR45-20 (CPTED)

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