

STAFF REPORT

September 5, 2002

No. 02OA014 - Ordinance Amendment - Notification Requirements

ITEM 20

GENERAL INFORMATION:

PETITIONER	City of Rapid City
REQUEST	No. 02OA014 - Ordinance Amendment – Notification Requirements
EXISTING LEGAL DESCRIPTION	An Ordinance to establish the public notification requirement for Subdivision Variances and Experimental Subdivisions by amending Section 16.24.040 of the Rapid City Municipal Code
DATE OF APPLICATION	08/09/2002
REPORT BY	Trish Anderson

RECOMMENDATION: Staff recommends that the Ordinance Amendment changing the notification requirement from 150 feet excluding right-of-way to 250 feet including right-of-way for Subdivision Variances and Experimental Subdivisions be approved.

GENERAL COMMENTS: This is a follow-up ordinance amendment to the recently approved amendment that established a uniform distance of two hundred and fifty feet including right-of-way for Planned Developments, Conditional Use Permits, On-Sale Liquor Establishments, Rezones and Variances. Mention of Subdivision Variances and Experimental Subdivisions were inadvertently left out of that ordinance. The recently approved change allows the planning staff to generate the property owner lists internally using the Geographic Information System. Generating the lists internally is a more efficient process, leading to greater accuracy, better customer service and the potential for providing the mailing labels for applicants for the same or a slightly higher fee than is charged now.

Currently staff hand generates the notification area and prepares the list. The generation of these lists internally, made possible by the Geographic Information System and the establishment of a uniform distance for all types of applications, could save time and effort.

STAFF REVIEW: Staff notes that in order to establish full uniformity of all development notification requirements, a future amendment to the Building and Construction Chapter (Title 15) of the Rapid City Municipal Code will have to be made. Notification requirements for the Special Exception to Floodplain Building District Requirements and for Fence Height Variances are contained in that chapter. This future amendment will also incorporate a modification to the Planned Development and Conditional Use procedure sections of the code within which the notification requirements are contained.