



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

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## Community Planning & Development Services

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## MEMORANDUM

TO: Chairman and Members of the Planning Commission

FROM: Brett Limbaugh, Director

DATE: December 6, 2012

RE: No. 12OA009 - An Ordinance Repealing Section 17.50 Through Section 17.50.010 and Adopting New Section 17.50 Through 17.50.010 Supplementary Regulations.

On August 6, 2012 City Council acknowledged the Staff memorandum concerning the consolidation of the Sign Code Board of Appeals and the Board of Adjustment. Staff has prepared several Municipal Code revisions to accomplish this consolidation. It was necessary to move the sign codes from Title 15 to the Supplementary Regulations section in Title 17 in order for the Board of Adjustment to review variances for signage rather than the Sign Code Board of Appeals. As Staff performed the transfer of the sign code to the supplementary regulations section it was determined that there were several other sections that needed to be revised.

This ordinance amendment concerns revisions to the title, table of contents, and additions of general language concerning processes recently approved by the City Council requirements and standards for Planned Development Overlay Districts, Planned Unit Development Zoning Districts, and Administrative Exceptions.

The revised Chapter is attached to this memorandum and includes deletions highlighted in yellow and additions highlighted in red. Listed below is a brief summary of the revisions:

### Section 17.50 Title and Table of Contents

- The chapter title and the first article have been modified to include the new processes. The table of contents has been revised to reflect the changes made within this chapter.



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### **Section 17.50.010 General Provisions**

- The Administrative authority and functions of the Building Official, Director and Development Review Team (DRT) have been enhanced and/or added;
- The Board of Adjustment section has been revised to limit the number of consecutive terms for each member to no more than two terms of three years each;
- The City Council Section has been revised to clarify the main duties within Title 17; and
- A brief section has been added concerning the authority and function of the Planning Commission within Title 17.

**Recommendation:** Staff recommends that the Planning Commission forward the new ordinance section to City Council with a recommendation to approve.