

## MEMORANDUM

TO: Polk County UDO Advisory Committee

FROM: T. Dale Holland, AICP

DATE: January 12, 2011

SUBJECT: Unified Development Ordinance Preparation

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Following the November 18, 2010, UDO Advisory Committee meeting, there have been questions/comments concerning the appropriate course of action to be taken to implement the Polk County 20/20 Vision Plan. There appear to be two divergent approaches: (1) the UDO should be crafted to respond as closely as possible to the Vision Plan's implementing actions, and (2) a more conservative approach should be taken and the plan's implementing actions should be incorporated over an extended timeframe. A decision on how to proceed is essential to the preparation of the draft UDO.

The Table of Uses exercise which we requested the committee to complete is a process which Holland Consulting Planners has routinely used in the preparation of zoning ordinances/UDOs. This exercise has proven useful in understanding committee members' perspective on land use and ordinance preparation. This process has required committee members to consider many issues related to ordinance preparation.

The Table of Uses exercise was completed by less than one-half of the committee members. The responses indicate a diversity of opinion as to where specific uses may be appropriate in the County. I realize that some committee members have struggled with the exercise. This is not entirely unusual. However, it does indicate a need to evaluate how the UDO process should move forward.

The Polk County 20/20 Vision Plan was adopted as a 20-year plan to guide long-term growth and development. It is a foundation for long-range planning. Specifically, the plan states "some of the strategies contained in this plan may be implemented in months while others may require years to effectively accomplish" (page VII-1). I do not know of a jurisdiction which has adopted a comprehensive plan and immediately endeavored to implement all regulatory strategies.

At the April 12, 2010, Polk County Board of Commissioners meeting, implementation of the 20/20 Vision Plan was discussed. It was suggested that the County initiate the UDO process with the preparation of a County-wide overlay ordinance dealing comprehensively with major subdivision conditional use development. It was also suggested that the important recommendations of the comprehensive plan can be achieved through carefully thought out and well-crafted provisions governing major subdivisions. The draft UDO relies heavily on conditional and special use permits and is more aggressive than solely relying on the major subdivision conditional use permit process to implement the 20/20 Vision Plan.

The UDO may be drafted to fully respond to the Vision Plan's implementing strategies, but the committee must make that decision. In order to move forward with the UDO process, I request that you be prepared to discuss the following questions at the January 20, 2011, meeting:

- (1) Should the UDO be a complete mirror image of the 20/20 Vision Plan, including zoning of the two northern townships?
- (2) If the answer to Question #1 is "no", does the committee desire to:
  - (a) Propose County-wide zoning?
  - (b) Start with the imposition of a conditional use permit requirement for major subdivisions as the cornerstone of implementing the 20/20 Vision Plan?
  - (c) Redesign the zoning districts to reflect the 20/20 Vision Plan?
- (3) Time permitting, discussion of whether the UDO should make major revisions to any existing regulatory documents, including the following ordinances:
  - (a) Adult entertainment
  - (b) Flood damage prevention
  - (c) Junkyard
  - (d) Mobile home
  - (e) Mobile home park
  - (f) Mountainside ridgeline protection
  - (g) Sign
  - (h) Subdivision
  - (i) Tower
  - (j) Watershed

I recommend that the January 20, 2011, committee meeting be limited to a thorough discussion of these three questions. To productively move forward, we must have a consensus on the direction to follow for UDO preparation and a commitment to the process which is to be followed. Thank you for your continued comments and questions.

TDH:cma

cc: Ms. Cathy Ruth, County Planner  
Mr. Mike Egan, County Attorney