

FY 2019 Annual Report **Carbondale Planning Commission**

This report is a review of the activities of the Carbondale Planning Commission during the 2018 Fiscal Year occurring May 1, 2018 - April 30, 2019. This report summarizes the Commission's total case load, each examined and broken down by type of case. The annual report compares this information with data from previous years and includes a summary of the Planning Commission's non-case activities. An attendance record (Attachment I) and a Planning Commission Case Record (Attachment II) are also included with the report.

Planning Commission Cases

FY 2019

The Planning Commission Case Record (Attachment II) lists the nine Planning Commission applications submitted to the Planning and Development Management Division in the 2019 Fiscal Year. Only seven of these cases were brought before the Planning Commission, the other two having been pulled by the applicant prior to the Planning Commission meeting. The Planning Commission agreed with staff's recommendation on six of the seven cases voted on by the Planning Commission. Therefore, for the 2019 Fiscal Year, the Planning Commission followed staff's recommendation 86% of the time compared to 91% in FY 2018.

The City Council voted on six of the seven cases that went before the Planning Commission. (The other case is awaiting the applicant's approval to move forward) City Council agreed with staff's recommendation on five of the six cases acted on by the Council. City Council agreed with the Planning Commission's recommendation on all six of the cases. Therefore the City Council accepted the Planning Commission's recommendation 100% of the time, the same as in FY 2018.

Types of Cases in FY 2019

The types of cases heard by the Planning Commission in FY 2019 are broken down as follows:

Type of Cases	Number	Percentage of Total
Rezoning	1	14%
Special Use	4	57%
Text Amendments	2	29%
Total	12	100%

Type of Case by Year

During the Fiscal Years FY 2009 through FY 2019, the average number of cases heard by the Planning Commission each year was 11.5.

The following table breaks down the type of Planning Commission cases over the past ten years. The ten-year average for each type of case is included.

Fiscal Year	'19	'18	'17	'16	'15	'14	'13	'12	'11	'10	'09	Avg. ('09-'19)
Rezoning	1	6	4	4	4	5	6	3	9	4	5	40.2
Special Use	4	5	7	5	2	4	2	9	4	1	6	38.6
Text Change	2	1	5	2	6	3	2	2	0	2	2	21.2
Total	7	12	16	11	12	12	10	14	13	7	13	11.5

Rezoning Requests

The following table breaks down the rezoning cases by the zoning classification requested. Included are the cases handled in FY 2019, cases handled during the previous four years, and the percentage of instances each zoning classification was requested over the past five years.

	FY '19	FY '18	FY '17	FY '16	FY '15	% ('15-'19)
AG (General Agriculture)	0	0	0	2	0	10.5%
RR/R-1/R-1D (Single Family Residential)	0	1	0	0	0	5.25%
R-2 & R-3 (Multiple Family Residential)	1	0	0	0	0	5.25%
PUD (Planned Unit Development)	0	0	1	1	0	10.5%
PA/PAR (Professional Administrative Office/PA-Residential)	0	2	1	0	0	15.75%
SB (Secondary Business)	0	2	0	0	2	21%
NB (Neighborhood Business)	0	1	0	0	1	10.5%

BWA (Business/Wholesale)	0	0	0	0	1	5.25%
LI/GI (General/Light Industrial)	0	0	0	0	0	0%
RMH (Mobile Home District)	0	0	0	1	0	5.25%
BPR (Primary Business)	0	0	2	0	0	10.5%
Multiple Classifications	0	0	0	0	0	0%
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Total	1	6	4	4	4	99.75%

Special Use Requests

Four special use requests were heard by the Planning Commission in FY 2019. The Planning Commission recommended approval on 3 out of the four cases and recommended denial of the fourth. The City Council agreed with the Planning Commission’s recommendation in all four instances.

Location of Planning Commission Cases

Of the five Planning Commission cases requesting a rezoning or special use, four were located within Carbondale city limits with one being located outside of city limits. Locations of the cases were fairly evenly distributed within the city’s residential and commercial districts.

Text Amendments

The Planning Commission reviewed two zoning text amendments in FY 2019. The first request was to allow fraternities and sororities in the BPR, Primary Business district. The City Council approved this request, but the fraternity making the request abandoned their plan to locate within the BPR district. The second request was to allow general retail sales as a Special Use within the PAR, Professional Administrative Office, Residential district. This request was also approved by the City Council. A Special Use Permit was subsequently approved at a later date, but the applicant has yet to open the business.

Subdivision Review

The Planning Commission did not review any subdivisions in FY 2019.

Attachment I

Planning Commission and Zoning Board of Appeals FY 2019 Attendance Report

Name	06/20/18	08/15/18	09/05/18	09/19/18	10/03/18	11/14/18	12/12/18	02/20/19	03/20/19	%
<i>William Hamilton</i>	P	P	P	P	P	A	A	P	A	86%
<i>Jim LeBeau</i>	A	P	P	P	P	P	P	P	P	100%
<i>George Sheffer</i>	P	P	P	A	P	P	P	P	A	91%
<i>Sandy Litecky</i>	P	P	P	P	P	P	P	P	P	100%
<i>Randy Burnside</i>	A	P	P	A	P	A	A	P	A	77%
<i>Larue Love</i>	P	P	P	P	P	A	P	P	P	94%
<i>Janet Lilly</i>	P	A	P	A	P	P	A	A	P	82%
<i>Beau Henson</i>	A	P	P	P	P	P	P	A	P	91%
<i>Grant Miller</i>	A	P	P	A	P	A	A	P	A	77%
<i>Jessica Bradshaw *</i>	P	A	A	P	P	P	P	P	P	91%

* Ex-Officio Member - (Planning Commission Only)

7/30/2019

