



**Date:** February 11, 2025  
**TO:** Planning and Zoning Commission  
**FROM:** Tiffany Antol, AICP, Zoning Code Manager  
**Through:** Michelle McNulty, AICP, Planning Director  
Alaxandra Pucciarelli, Current Planning Manager  
**RE:** **PZ-25-00027 – Missing Middle Zoning Code Text Amendment**  
**PZ-25-00041 – Single Use Residential & Adaptive Reuse Zoning Code Text Amendment**

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**I. Purpose of the Work Session:**

Staff is requesting feedback from the Commission prior to drafting Zoning Code Text Amendments for Missing Middle housing types (duplex, triplex, fourplex, and townhomes) as required by HB 2721 and for allowing Single-Use Residential development in commercial uses as either an affordable housing incentive or as an adaptive reuse project.

**II. Overview of Proposed Amendments:**

**A. PZ-25-00027 – Missing Middle**

The proposed amendment will be drafted to meet the requirements of HB 2721, which is attached for the Commission’s Review. The bill requires the City to amend the Zoning Code on or before January 1, 2026, to do the following:

- Allow duplexes, triplexes, fourplexes, and townhomes as a permitted use on both of the following:
  - All lots zoned for single-family residential use within one mile of the municipality’s central business district, and
  - At least twenty percent of any new development of more than ten contiguous acres.
- Zoning districts most impacted by this amendment include Rural Residential (RR), Estate Residential (ER), Single-family Residential (R1), Single-family Residential Neighborhood (R1N), Community Commercial (CC) on lots less than 9,000 square feet, and Manufactured Housing (MF).
- The City may not do any of the following:
  - Discourage the development of middle housing through requirements or actions that individually or cumulatively make impractical the permitting, siting, or construction of middle housing.
  - Restrict middle housing types to less than two floors.
  - Restrict middle housing types to a floor area ratio of less than fifty percent. **(The City Zoning Code does not currently apply FAR to these types of development.)**
  - Set restrictions, permitting, or review processes for middle housing that are more restrictive than those for single-family dwellings within the same zone.

- Require owner occupancy of any structures on the lot.
  - Require any structures to comply with a commercial building code or to contain a fire sprinkler.
  - Require more than one off-street parking space per unit. **(This may conflict with HOH requirements.)**
- How should the City move forward with this amendment in terms of the location requirements listed above?
    - The City does not currently have a defined Central Business District (CBD). For illustration purposes, staff prepared a location map of a 1-mile buffer from the Central Business Zoning District.
    - The City could define multiple Central Business Districts.
    - What areas of the City should be considered for the new development provisions?
    - If the City decides to apply these provisions based on the location standards in the bill, new overlay zones will need to be adopted for the specific areas where the provisions will apply.
    - The Code Analysis Project suggests that the City should apply these provisions citywide. Should the City pursue this amendment citywide?

**III. Community Involvement:**

Staff will pursue community involvement in the review of these amendments after staff has completed the draft text amendments. A formal work session with the Planning & Zoning Commission will be noticed to the public after the text amendments have been drafted.

**IV. Conclusion:**

As indicated above, the purpose of the work session is for staff to present an overview of the Zoning Code's proposed amendments and allow interested individuals, residents, and business owners to provide comments. The work session also allows the Commission to ask questions, seek clarification, have discussions, and offer comments on the proposed amendments. No formal recommendation or action by the Commission to the City Council is to occur at the work session. Additional opportunities for discussion, public comment, and action by the Commission will occur at a future public hearing.

**Attachments:**

- HB 2721
- Central Business Zoning 1 Mile Buffer Map