

# Monthly Departmental Report: Navigator 2019



## Comprehensive Plan

**January - July 2019:** Statistical information is still being gathered and the Natural Resources & Transportation Elements are almost complete. The Housing Element is currently being compiled. Commission members will provide updates to their elements by the end of July. At that point, Mark Stellingworth will help serve as a technical writer to further solidify the elements. Within three months or October 2019, the elements should be ready for presentation at the Planning Commission meeting and then submitted to Council for their review and approval in November 2019.

**August 2019:** Mark Stellingworth provided an update on the Comprehensive Plan and asked the element leaders to provide him with an outline. Mark will contact each element leader individually after September 7, 2019, to determine the key investment priorities for each.

**September 2019:** Curtis Lee provided an update on the Comprehensive Plan. City staff will continue to provide statistics to support the plan. There will be a Priority Investment element meeting to be scheduled by the Planning Commission Chair.

**November 2019:** Curtis Lee provided an update on the Comprehensive Plan. City staff provided the commission with a draft copy of the Priority Investment element for comment and review.

**December 2019:** Staff continues work on the Priority Investment element concerning capital improvements for the city and future projects.

## Ordinance Revision

**January 2019:** The Planning Commission met on January 28<sup>th</sup> to review the Alta Planning & Design Ordinance suggested changes. At this meeting, no action was taken so these ordinances will be further reviewed at February's Planning Commission meeting.

**February 2019:** The Planning Commission did not have a quorum for the February 25<sup>th</sup> meeting.

**March 2019:** The Planning Commission discussed and voted to allow staff to present a creative approach to the city's Sign Regulations Ordinance revision and present the updates at the May Planning Commission meeting.

**April 2019:** Due to several subdivisions of lots, the ordinance revision was not placed on the agenda. It will pick back up on the May agenda.

**May 2019:** Their Planning Commission did not have a meeting on May 27<sup>th</sup>, due to Memorial Day.

**June 2019:** None

**July 2019:** The sign ordinance was presented for review on July 29<sup>th</sup>. Staff prioritized the remaining ordinances and created a worksheet for the commission's review each month.

**August 2019:** Three ordinances (Sign, Temporary Pop Up Retail & Temporary Storage) were discussed. The commission asked that staff provide examples of how a few other cities addressed these and to put together a draft ordinance that incorporates best practices instead of just what the Alta Planning produced ordinance states.

**September 2019:** PC reviewed two of the three ordinances at their Sept. 30<sup>th</sup> meeting. The Temporary Pop Up Retail ordinance was determined by staff as redundant since other city ordinances and regulations would handle these types of retail businesses. PC made a motion to approve the Temporary Storage ordinance pending a few minor word changes.

PC will continue to review the Sign ordinance at their next meeting. A suggestion was made to survey the businesses in each of the business districts to gauge how the sign ordinance may affect them.

**October 2019:** The Planning Commission met on October 28<sup>th</sup>. A sign ordinance PPT was provided by staff and the next step will be to poll business in the B2-B3 districts to obtain their thoughts and to determine what types of signage may not be business friendly. The Comprehensive Plan was also discussed and the outline of each Element is being completed. In addition, the Priority Investment portion was stated by staff to be 40% complete and that a draft would be complete within a few weeks and emailed out to each commission member for review and input.

**November 2019:** No new ordinances were introduced.

**December 2019:** Planning Commission did not meet in December.

### **Historic Butler District Neighborhood Revitalization Strategy**

The City of Hartsville will be a partner in the Historic Butler EPA Brownfield grant utilized by Butler for asbestos removal/demo. The city will contribute and partner through technical assistance provided by staff for permitting and redevelopment activities. Per Mr. Heatley, Brownfield grant announcements should be made sometime in April.

### **Great American Cleanup**

The Great American Cleanup will be hosted and is in the planning phase for spring 2020.