



## Memorandum

**To:** Mayor and City Council

**From:** Mindi Hurley, Director of Community Development

**Date:** March 11, 2025

**Reference:** PUBLIC HEARING: Consider text change amendments to the Code of Ordinances, Chapter 12, Article 42, Special Definitions to add definitions for “showroom”, “warehouse”, “distribution center”, “fulfillment center”, and “retail center”; and, to amend Article 25, Light Industrial District, of said chapter to add said new definitions to permitted uses; and, to amend Article 31 of said chapter to allow conversion of dock areas to additional parking, to allow “warehouse”, “distribution center” and “fulfillment center” as defined herein to require not less than one (1) parking space per 2,000 square feet, “showroom” as defined herein to require not less than one (1) parking space per 1,000 square feet; to allow the Director of Community Development to approve up to a 10% reduction in parking for retail centers with buildings greater than 10,000 square feet.

**2040:** Create Business and Innovation Nodes

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### Introduction:

The purpose of this item is to amend the Zoning Ordinance to allow for definitions for specific uses not currently listed and to allow more flexibility in parking for industrial and retail users.

### Background:

The following amendments were brought to the Planning and Zoning Commission on February 20, 2025, and unanimously recommended for approval.

#### Off-Street Loading/Dock Area Parking:

This proposed amendment was the result of an Industrial 2.0 Roundtable held with industrial developers to discuss the future trends in Industrial type uses. During that roundtable, it was the consensus that the uses within the developments could change, which would necessitate the need for more off-street parking. This proposed amendment allows for conversion of the dock areas to standard parking spaces within an existing site within the Light Industrial District, provided the area is screened from view with either evergreen landscaping or a screening wall. Currently, a conversion of dock areas to car parking would necessitate a Minor Site Plan Amendment and would need approval prior to applying for a building permit. With this amendment, the change would be allowed by right and could be done directly at the time of building permit. The amendment would allow more flexibility for reconfiguration of the site to accommodate standard passenger vehicles for a change in tenant or operations of an existing tenant. If there is a need to convert these areas back, this too could easily be done.

#### Parking:

This amendment was also the result of the Industrial 2.0 Roundtable. During that roundtable, it was the

consensus that with the increased use of technology within the industrial developments, the number of employees per square feet has decreased. It was recommended that staff research decreasing our minimum parking requirements. While staff is recommending that “showrooms” continue to have a parking requirement of 1 parking space per 1,000 square feet, the “warehouse”, “distribution center”, and “fulfillment center” uses are proposed to require one parking space per 2,000 square feet or one per employee on the maximum working shift.

**Additions/Amendments to the Special Definitions:**

These further clarify the types of uses within the Light Industrial District and are defined as follows:

- Distribution Center - an established location that stores goods purchased by the operator for resale, that does engage in storing goods for hire, and where goods are not sold to retail customers.
- Fulfillment Center - an established location operated to receive orders from retail customers, placed primarily over the Internet through the use of websites, for purchase of goods held in inventory at that location that are shipped or delivered from the center directly to the place designated by the purchaser. A fulfillment center does not store goods for hire. It keeps or retains goods for sale to retail customers in the regular course of business. It is not a warehouse or a distribution center.
- Showroom - a room or area in excess of one thousand square feet where durable goods are displayed for retail sales to consumers.
- Warehouse - an established location engaged in storing goods for hire for multiple parties that does not sell goods in the regular course of business and that does not store goods that the operator has purchased for resale.

A definition for Retail Center is also proposed to be included to coincide with the proposed parking variance. The definition is as follows:

- Retail store(s), shop(s) and Retail Center- established locations that display and sell goods in-person to consumers, but excluding the display and sale in the open, outside a building, of new or used automobiles, heavy machinery, building materials, used appliances, furniture or salvage materials.

**Parking for Retail Centers Over 10,000 sq. ft. in Building Area:**

The next text amendment was the result of a Retail Roundtable held with retail developers to discuss the future trends in retail. During the roundtable, the parking requirements for retail centers was brought up. The parking requirements of the Zoning Ordinance are based on extreme cases, during peak times, and often there is a large amount of parking that is never utilized except during the holidays. The proposed amendment would authorize the Director of Community Development to approve a reduction of the number of required parking spaces not to exceed a 10% reduction; however, any reduction greater than 5% shall require a parking study and alternate parking plan obtained by the owner or developer of the property that is prepared by a licensed transportation engineer. Greater flexibility in administering the parking requirements allows for more potential businesses to fill the retail centers.

**Benefit to the Community:**

This would provide more clarity in allowable land uses, more flexibility for the development and the reuse of the industrial buildings and would allow more flexibility in leasing up the shopping centers that are greater than 10,000 square feet in size providing more retail opportunities for the community.

**Legal Review:**

The City Attorney has reviewed the proposed changes.

**Fiscal Impact:**

N/A

**Recommendation:**

The Planning and Zoning Commission unanimously (7-0) recommended approval of the proposed ordinance amendments.

**Attachments:**

1. Redlined Sec 12-25-1 Use Regulations
2. Redlined Sec 12-31-6 Parking Requirements Based on Use
3. Redlined Sec 12-31-7 Rules for Computing Number of Parking Spaces
4. Redlined Sec 12-31-3 Off Street Loading Space All Districts
5. Relined Sec 12-42-1 Definitions