

**PLANNING AND ZONING COMMISSION  
SPECIAL MEETING AGENDA****Wednesday, July 25<sup>th</sup>, 2018, 6:00 p.m.  
City Manager Conference Room**

\*\*\* Call to Order / Roll Call

**PUBLIC HEARINGS**

**ITEM ONE:** The City of Gallup Planning and Zoning Commission will hold a work session in order to review the final version of the update to the Gallup Land Development Standards. The meeting will focus on reviewing the thresholds pertaining to alterations and additions to existing structures.

**INFORMATION ITEMS**

\*\*\* Open Floor

\*\*\* Adjourn

**Updated**

**Land Development Standards**

Section 10-2-B-d-i-A

Downtown District Overlay (DDO), Applicability

**10-2-B-d Overlay Districts**

**10-2-B-d-i Downtown District Overlay (DDO)**

The Downtown Overlay (DO) district is intended to facilitate the redevelopment of the downtown area. It establishes district standards to ensure the preservation and creation of a well-defined, urban form. The downtown overlay district establishes design requirements for land and structures in all underlying base zone districts within the boundaries of the overlay district to create a consistent appearance and distinctive identity throughout the downtown area and ensure that development conforms to the intent of the Gallup Downtown Redevelopment Plan.

**10-2-B-d-i-A Applicability**

1. Downtown Overlay (DO) district standards apply to the Downtown Metropolitan Redevelopment Area (MRA), as mapped by the City of Gallup in *Figure 10-2-12* and shall apply to:<sup>21</sup>
  - a. New construction of all residential, mixed-use, or non-residential structures;
  - b. Expansions of existing multi-family, mixed-use, and non-residential structures of twenty five percent (25%) or more of building floor area shall require façade improvements for the expanded floor area when visible from the public right-of-way; or
  - c. Renovations where the landscaping, parking or other site components of an existing building are not in compliance with adopted City design standards, renovations to existing multi-family, mixed-use, or non-residential structures exceeding two hundred thousand dollars (\$200,000) in improvements that require a building permit shall require parking and landscape improvements installed to the greatest extent feasible per existing site parameters. The value of required site improvements shall be up to twenty percent (20%) of the overall project valuation. Example: a renovation valued at 200,000 could require up to \$40,000 in site improvements required to bring the property in compliance with landscaping, parking and site standards.

*Figure 10-2-12 : Downtown Overlay Boundaries*



**Table 10-2-27 Downtown District Overlay Dimensional Standards**

| Development type         | Mixed-Use   |
|--------------------------|---|
| <b>Lot Standards</b>     |   |
| Lot area, min.           | NA  |
| Lot depth, min.          | 100 ft.   |
| Lot width, min.          | 30 ft.  |
| <b>Setbacks</b>          |   |
| Front, max               | 10 ft.  |
| Side, mix                | 0 ft.   |
| Rear, min                | 10 ft.  |
| <b>Building Standard</b> |   |
| Height, max              | 26 ft. in Commercial Historic District / 65 ft. everywhere else |

**Table 10-2-28: Other Applicable Standards**

|                           |          |
|---------------------------|----------|
| Special Use Districts     | 10-2-B-d |
| Permitted Use Table       | 10-3-B   |
| Use Specific Standards    | 10-3-C   |
| Parking & Loading         | 10-4-A   |
| Access & Connectivity     | 10-4-B   |
| Landscaping & Screening   | 10-4-C   |
| Walls & Fences            | 10-4-D   |
| Architectural Design      | 10-4-E   |
| Environmental Performance | 10-4-G   |
| Terrain Management        | 10-4-H   |

**Current**

**Land Development Standards**

Section 10-4B-5 CCD Central City Overlay District

&

Section 10-4C-4 Architectural Design Standards

## **10-4B-5: CCD CENTRAL CITY OVERLAY DISTRICT:**

### **A. Purpose And Intent:**

1. The CCD central city overlay district is intended to provide maximum flexibility in meeting the needs of urban redevelopment in the downtown area of the city. The boundaries of this district shall be coterminous with the boundaries of the metropolitan redevelopment district (MRD) as amended.
2. The provisions of the CCD shall apply in addition to the provisions of the underlying zoning district(s). Where the provisions of the CCD conflict with the provisions of the underlying district(s), the provisions of the CCD shall govern.
3. The scope of the provisions of the CCD may be similar to those of the underlying district(s). However, the CCD may include additional zoning provisions, such as, but not limited to, graphic standards for signing, architectural design review, incentives for providing open/public spaces, and other concepts which are intended to encourage the reestablishment of a vibrant downtown Gallup.

### **B. Permitted Principal Uses, Structures And Development Standards: In the CCD central city overlay district, the permitted principal uses and structures are the same as the underlying zoning district(s) except as otherwise indicated below.**

#### **C. Residential Office Mixed Use: Rehabilitation of existing residential or commercial structures is expressly encouraged to include cottage industry, general or professional office uses in conjunction with owner, proprietor or employee living quarters.**

#### **D. Residential Retail: Reuse of existing structures for retail or service businesses or food serving establishments permitted in the underlying district is encouraged to provide shopping or dining conveniences for central city employees and visitors.**

#### **E. Joint Use Parking: Off street parking and loading spaces may be provided, subject to site development plan approval, on open lots or in structures intended for the use of multiple property owners, tenants and their business invitees or guests for establishments located on the same block.**

1. Access: Driveway curb cuts to adjacent streets and/or alley access may be approved for parking ingress and egress.

2. Dimensions: Minimum parking space driveway, aisle, ADA specifications, maneuvering and bumper overhang dimensions shall be provided, except that parking related facilities may encroach, upon site development plan approval, into otherwise required setbacks or open spaces so long as traffic visibility triangles are observed.

#### **F. Site Development Plan Approval Requirements: In the CCD central city overlay district, the site development plan approval requirements are the same as the underlying zoning district(s), except as otherwise indicated herein. (Ord. C99-5, 9-28-1999)**

## **10-4C-4: ARCHITECTURAL DESIGN STANDARDS:**

- A. Purpose: In order to promote and preserve visually attractive and pleasing surroundings and improve the quality of nonresidential development, the city desires to include appearance improvements with the requirement for minimum architectural design standards that will further improve the community image. Therefore, facade standards shall be provided and maintained as set forth herein. The specific architectural element or style is not defined, but materials, colors, design and structure shall be unique to the Gallup area.
- B. Architectural Guidelines: These guidelines are the minimum acceptable standards and shall apply to public and private property in the following circumstances:
1. All new construction within the nonresidential zoning districts with frontage along the groomed city thoroughfares with front and side building facades visible from the street shall utilize a contrasting design feature for a minimum of twenty five percent (25%) of the building's visible facade, i.e., brick, veneer, stucco, building material, color, etc.
  2. For renovations exceeding twenty five thousand dollars (\$25,000.00) in improvements to existing buildings within all nonresidential zoning districts with frontage along the groomed city thoroughfares, facade improvements as described herein shall be installed for up to twenty percent (20%) of the project valuation, not to exceed the minimum public improvements required.
  3. Additions or aboveground structural modifications to existing buildings within all nonresidential zoning districts with frontage along the groomed city thoroughfares which do not currently meet these guidelines, and which involve a change in use, the addition shall comply with the guidelines as described herein.
  4. Strip malls and other uses with zero yard setbacks shall have a consistent theme, color, design throughout.
  5. "Big box" retailers and other similar development exceeding fifteen thousand (15,000) square feet of gross developable floor area shall exhibit varying rooflines, defined storefronts and monolithic facade structures and materials consistent with the herein described design elements and themes.
- C. Design Standards:
1. Design shall reinforce geographic features indigenous to the Gallup area or area of proposed building site.
  2. Primary color of the exposed facades shall be limited to muted, earth tone or pastel colors for a minimum of seventy five percent (75%) of the visible building facade.
  3. Bright, vibrant colors shall be limited to trim and accents of the visible buildings facade.
- D. Variances: Where it can be shown that strict compliance with the requirements of these regulations cannot be met due to technical infeasibility, they may be varied under the conditional use permit process of section [10-4L-4](#) of this chapter. (Ord. 2004-17, 12-14-2004)

**Updated**

**Land Development Standards**

Section 10-4-C-b

Landscaping and Screening, Applicability

**10-4-C LANDSCAPING AND SCREENING****10-4-C-a Purpose**

The section provides standards for the installation and maintenance of landscaping and screening devices in order to minimize the adverse effects of development and to generally enhance the quality and appearance of a development site, and the City as a whole. Landscaping facilitates the control of erosion and the reduction of glare and dust, and softens the visual impact of building masses. Buffering and screening devices allow the separation of potentially incompatible uses and the buffering of road noise and intensive activities in order to protect and enhance public and private investments and property values.

**10-4-C-b Applicability**

1. New construction of multi-family, mixed-use, or non-residential structures.<sup>287</sup>
2. Expansions of existing multi-family, mixed-use, and non-residential structures of twenty five percent (25%) or more of building floor area.<sup>288</sup>
3. Renovations to existing mixed-use or non-residential structures exceeding two hundred thousand dollars (\$200,000) in improvements, which will require landscaping shall be installed for up to twenty percent (20%) of the project valuation.<sup>289</sup>
4. Non-compliant buildings.

**10-4-C-c Exceptions**

1. Single-family development, which shall comply with the following landscape requirements:<sup>290</sup>
  - a. All new residential construction within the RSF and MXN zoning districts shall provide one 2-inch caliper tree within the front yard setback for each one hundred feet (100') of street frontage.
  - b. The planting must occur prior to the issuance of a certificate of occupancy unless a written agreement to delay installation exists.
  - c. New irrigated turfgrass shall be prohibited in all residential front yards. Xeric bunch grasses are encouraged in place of irrigated turfgrass.

**10-4-C-d General Landscape Standards****10-4-C-d-i Required Landscape Plan<sup>291</sup>**

1. A landscape plan indicating the proposed landscape areas, the location, mature size and species of all proposed trees and shrubs, along with foot (1') contour lines shall be submitted as part of the building permit application for all development where landscaping is required.
2. Landscape plans shall be drawn to a scale of either one-inch equals ten feet (1" = 10') or one-inch equals twenty feet (1" = 20').
3. Prior to design, all underground utility lines must be located and shall be shown on the landscaping plan. Plantings must be located to not interfere, either at the time of installation or later, with the function of such underground line.<sup>292</sup>
4. Plant materials shall be spaced for their mature size to avoid interfering with walkways, doorways, and parking stalls; and to avoid the appearance of a cluttered landscaped.<sup>293</sup>

**10-4-C-d-ii Minimum Landscape Site Area**

1. A minimum of ten (10) percent of the site shall be landscaped in accordance with the requirements of this section as indicated in *Figure 10-4-7: Minimum Landscape Area*. For the purpose of this section, the site is defined as the square footage of the entire lot to be developed minus the square footage of any structures and the required parking area.<sup>294</sup>



**Current**

**Land Development Standards**

Section 10-4C-2 Development Standards for Landscaping

## 10-4C-2: DEVELOPMENT STANDARDS FOR LANDSCAPING:

- A. Purpose: In order to promote and preserve visually attractive and pleasing surroundings, reduce water use erosion and runoff, and improve the quality of the environment, the city desires to include appearance improvements with the installation and maintenance of natural materials that will further improve the quality of life. Therefore, landscaping shall be provided and maintained as set forth herein. The style of landscape is not described; however, indigenous and/or drought tolerant plants are strongly recommended.
- B. Landscape Guidelines: These guidelines are the minimum acceptable standards and shall apply to public and private property in the following circumstances:
1. All new construction within the multi-family residential and all other nonresidential zoning districts shall require an area of not less than ten percent (10%) of the site's parking area to be landscaped. For purposes of this title, the parking area shall include all driveways, accessways, sidewalks and other surfaces excluding the building pad, fenced storage area, and docking facilities. Up to one-third ( $\frac{1}{3}$ ) of the required landscaping may be located in the public right of way.
  2. Additions or aboveground structural modifications to existing buildings within the multi-family and all other nonresidential zoning districts which do not currently meet these guidelines, and which involve a change in use or addition of twenty five percent (25%) or more of building floor area, shall require not less than ten percent (10%) of the site's parking area (as defined in subsection B1 of this section) to be landscaped. Up to two-thirds ( $\frac{2}{3}$ ) of the required landscaping may be located in the public right of way.
  3. All "uses" requiring conditional use permits as defined by the land development standards shall require an area of not less than ten percent (10%) of the site's "parking area" (as defined in subsection B1 of this section) to be landscaped. Up to one-third ( $\frac{1}{3}$ ) the required landscaping may be located in the public right of way. Any building to be structurally modified, but not enlarged, that does not have area to landscape due to parking and other requirements, may be exempted or partially exempted from these requirements administratively if the review during the permitting process shows an inability to comply. (Ord. C99-5, 9-28-1999)
  4. For renovations exceeding twenty five thousand dollars (\$25,000) in improvements to existing buildings within all nonresidential zoning districts, landscaping shall be installed for up to twenty percent (20%) of the project valuation. Up to two-thirds ( $\frac{2}{3}$ ) of the required landscaping may be located in the public right of way. (Ord. 2004-17, 12-14-2004)
  5. All new construction within the RS-1, RS-2, RA-D, RA-TH, and RM-3 zoning districts shall provide one 2-inch caliper tree within the front yard setback for each one hundred feet (100') of street frontage. The planting must occur prior to the issuance of a certificate of occupancy unless a written agreement to delay installation exists.
  6. For the protection and enhancement of our native environment, in calculating the required area to be landscaped, the owner may (and is encouraged to) include natural vegetation on the site which is undisturbed by clearing of the site.