



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Nancy E. Larson, City Planner

DATE: May 23, 2016

SUBJECT: Proposed amendments to Section 28-4-6(g)(5) of the Zoning Ordinance regarding minimum building setbacks for carports within manufactured housing parks and to add a definition of “Carport” to the Glossary

Recommendation

Accept this report and set the public hearing to amend Section 28-4-6(g)(5) of the Zoning Ordinance to reduce the setback for carports from 20 ft. from the front property line to 5 feet, within manufactured housing parks, and to add a new Section 28-4-6(g)(6) establishing a minimum separation for carports. Also recommended is adding a definition for “Carport” to the Glossary of terms.

Background

Carports are currently allowed in the majority of zoning districts; however, the minimum front yard setback of 20 ft. specific to manufactured housing parks is sometimes challenging to achieve compliance. Dana M. Rood, Managing Member, Concord Terrace, LLC initially requested that the current minimum front yard setback for carports within manufactured housing parks be reduced from 20 ft. to no less than 4 ft. from the edge of the pavement. During their October 29, 2014 meeting, the Planning Board considered Mr. Rood’s request, however, after considerable discussion, the Board voted to leave the existing language in place. In their motion, the Board emphasized to the City the need to have a permitting process in place for the installation of carports within manufactured housing parks.

The Planning and Code divisions met on several occasions since the October 2014 Planning Board meeting to explore other options for amending the language.

The planning staff submitted the proposed zoning amendments to the City Council on March 14, 2016 (please refer to attached). The Council referred the item back to the Planning Board for reconsideration. The Planning Board held a public hearing for the proposed amendments on May 18, 2016 at which time the Board voted unanimously to support the attached amendments, as submitted, and to advance them to City Council for a public hearing. Staff proposes a 5 ft.

setback because; even where accessory structures are permitted in side or rear yards throughout the City, the standard minimum setback is no less than 5 feet.

Upon review of the language currently proposed by staff (recommending a 5 ft. setback as opposed to a 4 ft. setback), Mr. Rood expressed his support of the amendments (please refer to attached email dated March 9, 2016).

Discussion

The purpose of the amendments is to enable the placement of carports within manufactured housing parks so residents can enjoy the benefits of keeping their vehicle(s) protected from the elements year-round. If adopted, staff anticipates that the reduced setback would also increase the likelihood that permits will be sought to install a carport, ensuring that these structures would be properly secured to the ground and comply with building code requirements.

The roads within all of the manufactured housing parks are either privately owned and maintained or owned and maintained by all residents in a cooperative form of ownership. The park infrastructure of water and sewer is maintained by the individual park owner(s) or by a cooperative. As previously stated by Mr. Rood, it is the park's responsibility to make sure that no structures are placed in a manner to inhibit the access and repair of these services. All other utilities; gas, phone, cable, electric, etc. are maintained by the service provider. Dig Safe should be contacted before the installation of a carport to ensure that these services are accessible for repair and maintenance.

These amendments would only apply to manufactured housing parks, whether privately owned or those with a cooperative form of ownership.

Cc: File

Ec: Dana M. Rood, Managing Member, Concord Terrace, LLC