

**CITY-COUNTY PLANNING BOARD
STAFF REPORT**

DOCKET: UDO-CC3
STAFF: Dakota Pahel-Short

REQUEST

This text amendment is proposed by Planning and Development Services staff to amend the UDO ClearCode to include graphics for various ordinance provisions. The amendment focuses on improving the clarity of the UDO through illustrating selected ordinance provisions in a visually appealing format that will provide another method of explaining regulations to code users.

BACKGROUND

Adding graphics to the UDO was one of the main recommendations of the UDO Code Assessment completed by CodeWright Planners in 2018. Our UDO currently includes few graphics, and the Code Assessment recommended illustrative graphics as a tool for increasing the clarity of the ordinance. To implement this recommendation, the Planning Board included the development of a set of uniform UDO graphics in its 2019-20 work program.

Initially, staff anticipated using a consultant to prepare these illustrative graphics, and an RFP was released in fall 2019. However, none of the submitted proposals met the expectations of staff regarding the number and quality of graphics that would be prepared. Accordingly, staff decided to prepare these graphics “in-house,” and the upshot of this decision is that staff has been able to maintain greater control over the graphic development process and make edits in a timely fashion.

ANALYSIS

Staff identified specific sections of the UDO where clarifying graphics would be most beneficial and determined the proper type of graphic for each situation, developing a cohesive graphic style to be used throughout the ordinance. The proposed graphics aim to find a balance between being abstract, like a blueprint, and being literal, like a photograph. These isometric drawings provide the necessary perspective to give a simple three-dimensional understanding of the code while allowing for the dimensional relationships between objects to be conveyed. A color scheme for the graphics was developed which complements the appearance of the UDO. Ordinance provisions are further highlighted using line weights, fonts, and consistent symbols.

Staff presented an initial set of UDO graphics to the Forsyth County Quarterly Development Forum and a sub-group of the Winston-Salem Neighborhood Alliance this past winter. Both of these stakeholders were pleased with the direction of the graphics, and staff continued to refine them through discussions with our Permit Office and Land Use Administration staff in recent months.

The 24 graphics included in this text amendment represent the initial set of UDO illustrations. Staff proposes adopting these illustrative graphics in batches as they are completed, so the graphics may be added to the UDO as quickly as possible. Staff will continue working on additional ordinance graphics in the coming fiscal year and will bring additional text amendments to the Planning Board.

Overall, staff believes these illustrative graphics will be beneficial to code users who find the legal language of the UDO difficult to understand.

RECOMMENDATION: APPROVAL

**CITY-COUNTY PLANNING BOARD
PUBLIC HEARING
MINUTES FOR UDO-CC3
JUNE 11, 2020**

Dakota Pahel-Short gave the staff report and explained how incorporating graphics into the UDO would further increase visual appeal and user-friendliness. Dakota showed some examples of graphics that he has been putting together for the past few months.

Melynda Dunigan noted that it would be beneficial to the reader if each graphic were labeled so that the reader would not have to hunt for the dimensional requirements to figure out if it were for single family or multi-family. Aaron stated that Dakota would check his records, and if they are not already in there, staff could add them.

Jack Steelman asked for an explanation as to why an illustration for rear yard parking is included on only one of the drawings. Dakota stated that it was likely due to specific dimensional requirements that were not present in the other set of graphics that are currently being released. Kirk Ericson added that this was not meant to be an exhaustive illustration of every principle in Section 4 of the UDO at this point.

PUBLIC HEARING

FOR: None

AGAINST: None

WORK SESSION

MOTION: Clarence Lambe recommended that the Planning Board find that the request is consistent with the comprehensive plan.

SECOND: Brenda Smith

VOTE:

FOR: George Bryan, Melynda Dunigan, Jason Grubbs, Tommy Hicks, Clarence Lambe, Chris Leak, Johnny Sigers, Brenda Smith, Jack Steelman

AGAINST: None

EXCUSED: None

MOTION: Clarence Lambe recommended approval of the text amendment.

SECOND: Jason Grubbs

VOTE:

FOR: George Bryan, Melynda Dunigan, Jason Grubbs, Tommy Hicks, Clarence Lambe,
Chris Leak, Johnny Sigers, Brenda Smith, Jack Steelman

AGAINST: None

EXCUSED: None

Aaron King

Director of Planning and Development Services