



City Commission Review of City Owned and/or Operated Surface Parking Lots

When City staff have determined that a) an existing City owned and/or operated surface parking lot is to undergo significant renovation, or b) the City will be constructing a new surface parking lot , the following procedures shall apply:

- 1) City staff will put together documentation of the either a) the proposed renovations or b) the proposed new surface parking lot in sufficient detail in order to demonstrate landscaping improvements that will be included as part of the project.
- 2) Engineering and landscaping plans for scheduled renovations or proposed new construction will be provided-to the City Commission at their scheduled 40-percent review submittal. The plans should be sent via email to the City Commissioners at least 14 days prior to a City Commission meeting to allow the Commission time to review the reports and proceed as indicated in section 3 of this policy.
- 3) After receiving the plans, an individual Commissioner may request that the proposed renovation or construction of a City owned or operated surface parking lot be placed on the following City Commission agenda for further Commission direction.
- 4) The full City Commission agenda review is intended to allow the Commission as a whole to provide feedback on general aesthetic, location, and other considerations and is not intended to replace any official building official or trade review.
- 5) This policy applies only to the renovation or proposed construction of City-owned or operated surface parking lots and in no way alters the procedures, including permitting and other requirements for private parking lot or structure owners or operators or other City owned or operated parking structures. This policy is not a substitute for and does not replace any necessary City Commission approvals, or other City Code or Zoning Code, or permitting requirements related to the renovation or construction of a City owned or operated surface parking lots.