

## **Ordinance 315 Totally new items to be considered at Public Hearing on 3/23/2017**

**Buffer** - a barrier of wood, masonry, ~~vegetation, and/or other landscape~~ or other material approved by the City Building Inspector and designated Council Member used in such a manner that adjacent uses will be separated to such a degree that objectionable noise, heat, glare, visual clutter, dust, loss of privacy, air circulation, and other negative externalities shall be abated.

**Dwelling- B. Barndominium-** a steel or wood frame structure with sheet metal siding and roofing used as a dwelling for one family. See Section 24 for construction requirements within City limits.

**G. Modular Homes** – an "industrial" or "modular" home is a structure designed for the occupancy of one or more families, that is constructed in one or more modules or constructed using one or more modular components built in a location other than the permanent site; and designed to be used as a permanent residential structure when the module or modular component is transported to the permanent site and erected or installed on a permanent foundation system. TX OCC. Code 1202.002. Modular homes are built under the jurisdiction of the Texas Department of Licensing and Regulation and the permit/blue tag (prior to 1998) or white tag with blue lettering (1998 and after) signifies that the home has been built to comply with the International Residential Code. See Section 55 for construction requirements within City limits.

**Guest House-** an accessory structure located on the same lot as the main structure and used as temporary living quarters for guests and relatives of the primary structure owner and not rented or otherwise used as a separate domicile.

**Hangar-** a metal structure located in the Airport Support District having a door opening of at least 35 feet on one side and a minimum square footage of 2000 square feet and built for the purpose of storing an aircraft.

**Lot- R. Setback Line** - a line which marks the setback distance of any structure including any overhang or other projections from the Lot Line.

**Personal Watercraft Lifts- \*\*\*(This is new)** lifts that are designed to be attached to a bulkhead or other structure, which can be easily removed from the other structure and which are allowed within the side setback on waterfront lots. These lifts are considered temporary structures.

**Street- B. Collector Street** - streets that collect traffic from minor streets and serve as the most direct routes to an arterial street.

**Section 21-** Establishment of Zoning Districts

<u>Zoning District Name</u>	<u>District</u>	<u>Sub-Division</u>
Single Family Residential	SF1-A	
Single Family Residential	SF2-AA	(Jodie's Landing)
Light Commercial	LC1-B	(Near Sandy Mtn Cmtry)
Light Commercial	LC2-C	(Across from Timber Cove)
Heavy Commercial	HC1-D	(City Center)
Light Commercial	LC3-E	(Beach Point)
Light Commercial	LC4-F	(Sandy Land Marina area)
Light Commercial	LC5-G	(SRB Marina area)
Light Commercial	LC6-H	(Across from SRB Marina area)
Agricultural	AG1-I	
Airport Support	AS1-J	(GSLE side)
Single Family Residential	SF3-JA	(Water's Edge)
Airport Support	AS2-K	(Airview side)
Airport Approach	AA1-L	(North end of runway)
Single Family Residential	SF4-LA	(South end of runway)
Airport	AR1-M	
Marine and Beach	MB1-N	
Multifamily Dwelling	MF1-O	(Park Lane)
Multifamily Dwelling	MF2-OA	( Sunrise Ave.)
Parks	PK1-P	
Planned Unit Development	PUD1	

Light Industrial District LI1-H changed to Agricultural District per property owner request February 20, 2003.

### **Section 24 -Single Family Residential**

#### **E. \*\*\* (Totally New) Specific Structure Requirements.**

In addition to the restrictions listed in D above, Section 52 and any other requirements that may apply, the following structures must meet specific requirements for consideration of a Development Permit:

1. Barndominiums
  - a. Metal siding must be attached horizontally and be of one color except for trim. Trim, window sash and doors may be a compatible color.
  - b. The roof must have a minimum 14" overhang and a minimum 5:12 pitch.
  - c. The front side will have residential door(s) and window(s).
  - d. 80% of the length of the front side will have an attached covered porch.
  - e. 100% of the length of the street side will have a minimum of 3-foot high decorative material (stone, brick, etc.).
  
2. Manufactured Homes/ Modular/ Industrial

See Section 55, Moving Structures into or within the City, for specific requirements.

### **Section 25- Airport Districts-AS1-J, AS2-K, AA1-L & AR1-M**

#### **A. \*\*\* (This is new) General Purpose and Uses.**

Airport zoning allows for safe operation of aircraft, provides for development consistent with aviation purposes, and ensures the continued operation of the airport for future generations. The Sunrise Beach Airport is a public use airport having a helipad used by air ambulances for medical emergencies and in the event of a natural disaster, would be used for evacuation, or to bring aid and supplies into the city. Residents, non-resident property owners and their friends and family use the airport for transportation and to transit

to and from their properties.

**B.** General Requirement for Construction of Aircraft Facilities and Storage.

All items in Section 20 apply except as modified by information in this section.

1. Each structure will ~~have be~~ a minimum of ~~one two thousand (1000)~~ (2000) square feet.
2. Each structure will be of metal construction and completely enclosed.
3. Each structure will have exterior siding of one color, ~~the only exception being the~~ ~~except for~~ trim. Siding color ~~should~~ must be submitted for approval with the plans for the development permit.
4. Each building will be structurally sound.
5. Aircraft hangars with single family dwellings attached by breezeway or separate on the property must meet the square footage requirements for single family dwellings and aircraft hangars, with size specifications being met separately. Aircraft hangars with interior space built out for a secondary use must maintain a minimum of 2000 square feet of open area for the primary use of aircraft storage. The only exception being a T-hangar, where aircraft storage requires less space.
6. The building proposal, ~~with plans of sufficient detail,~~ shall be submitted to the Airport Commission for review and recommendations for acceptance or denial prior to approval of a development permit by the City Building Inspector and designated Council Member. The proposal must include plan view indicating dimensions of building, location on the property, sizes of doors, elevation indicating height of sidewalls & maximum height of structure, and color of siding and trim.
7. ~~All substandard buildings~~ Any structure not meeting the requirements of #'s 2,3, and 4 above shall be brought into compliance ~~with the current Airport Standards and current Zoning Ordinance~~ within six months of ownership transfer.
8. Residences will not be constructed on lots adjacent to the runway without construction of a hangar on the same property.
9. Existing aircraft hangars cannot be converted to a residence or permitted commercial use without maintaining continued aircraft storage space of two thousand (2000) square feet.

**C.** Commercial Uses.

The following commercial uses are approved for the Aircraft Support (AS1-J & AS2-K) and Approach (AA1-L) Districts provided all provisions listed above are met:

1. Permitted uses of lots adjacent to Lot 18 (known as Sunrise Beach Village Airport), Unit II C, specifically, lots 8-15, Tracts E, F, G of Unit II C and lots Q,43-64 of Granite Shoals Lake Estates:
  - a. Fixed Base Operation (FBO) to include aircraft repairs, building, storage, painting, restoration and sales.
  - b. Aircraft Flight Instruction.

- c. Manufacturing of parts and/or components for aircraft.
- d. ~~Storage Buildings (see item A above) — personal and rental constructed of metal only.~~ Rental Storage as a secondary use, with runway frontage being designated exclusively for aircraft storage. See B.5

2. Permitted uses of remaining lots in AS1-J, AS2-K, and AA1-L are the same as those permitted in Light Commercial Districts (Section 28) District LC1-B. Lots 2, 3, & part of 4 at northwest end of the runway were approved by the City Council on December 17, 2009 to also allow open storage and/or enclosed storage if all other requirements are met.

~~D-E.~~ ~~Aircraft~~ Airport Support Districts AS1-J & AS2-K.

3. d. GLSE Lots 43, 44, 47, & 48 which had only residential structures prior to passage of this ordinance on \*\*\*\*\* are allowed to maintain that use. Unit 2, Tract G which had storage only prior to passage of this ordinance is allowed to maintain that use.

### **Section 26 - Marine and Beach District – MB1-N.**

**C. 1.** Height Regulations - No structure will exceed one story with a roof (**need to add a height in feet from dock to roof ???15, 20**).

### **Section 28- Light Commercial**

**B. General Provisions** ~~Use Regulations~~ For Light Commercial Districts General Provisions for Light Commercial Districts are the same as General Provisions for Heavy Commercial Districts. See Section 29-B. 1, 2, 3, 4,5. **(Everything below here deleted. It is the same as Heavy Commercial.)**

**C.** Purpose and Permitted Uses specific to stated districts.

Any uses allowed in the Single Family Residential District SF1-A, provided all area, height and other regulations of said districts are retained, **are allowed**. All businesses in operation as of May 9, 2000 and already registered with the city will be allowed to continue operation but must be brought into compliance ~~with the following list of approved uses~~ within three months of changing ownership or terminating operation of the grandfathered business. New businesses starting in the city must register with the city prior to start up. The ~~following~~ districts ~~listed below~~ allow general retail and commercial uses. ~~as stated below:~~ **Businesses will be considered on a case by case basis by the City Building Inspector and the designated Council Member as to qualification in each district. Any disputes will be referred to the Planning and Zoning Commission for their recommendation. A sampling of types of businesses permitted are listed below:**

1. District LC1-B (Located near the Sandy Mountain Cemetery)
  - a. Small retail or service businesses and offices.
  - b. Household appliances, heating and cooling equipment sales and repair, radio, TV and electronic sales, service and repair.
  - c. **\*\*\*(This is new)** Enclosed storage buildings for personal use or rental.
2. District LC2-C (Located across from Timber Cove)
  - a. Retail boats, boat services and repairs; retail marine supplies and sporting goods.

- b. Enclosed storage facilities for boats. ~~and enclosed storage for personal property.~~
- c. ~~Personal Services Shops (Beauty or Barber shops).~~
- d. ~~Tailor, dressmaking shops~~

## **Section 29- Heavy Commercial**

**C.** Purpose and Permitted Uses - Any uses allowed in the Single Family Residential District SF1-A, provided all area, height and other regulations of said districts are retained, **are allowed**. All businesses in operation as of May 9, 2000 and already registered with the city will be allowed to continue operation but must be brought into compliance ~~with the following list of approved uses~~ within three months of changing ownership or terminating operation of the grandfathered business. New businesses starting in the city must register with the city prior to start up. This district allows general retail and commercial **businesses as well as restaurants.** ~~uses in the following listed use areas:~~ Businesses will be considered on a case by case basis by the City Building Inspector and the designated Council Member as to qualification in each district. Any disputes will be referred to the Planning and Zoning Commission for their recommendation. A sampling of types of businesses permitted are listed below:

**(most uses were kept with only those in red below eliminated)**

- k. ~~Hospitals including nursing homes.~~
  - l. ~~Art and hobby supplies, antique shops.~~
  - o. ~~Self service laundry/washateria; dry cleaning pick up substations not to include processing plant equipment, steam generator or boilers.~~
  - t. ~~Pest control services.~~
  - u. ~~Banks, Savings and Loans, Check cashing outlets and ATM machines.~~
  - w. ~~Tailor, dressmaking shops.~~
  - x. ~~Public parking areas.~~

## **Section 50- Streets, ROW's, and Driveways.**

- A. 2. Signs not designed and placed to facilitate traffic control are unlawful (**exceptions listed in 3 below**) and may be immediately removed by the City Inspector or Code Compliance Monitor without notice to the owner.
- 3. **\*\*\* (This is new)** Temporary directional signs, open house signs, and garage sale signs are allowed but will be removed without notice if they present a hazard to driving or pedestrians. Real Estate directional signs for property "For Rent" or "For Sale" are **prohibited** in the right of ways.
- B. 1. It shall be unlawful for anyone to occupy or obstruct any portion of the right-of-way or streets to perform any construction activity ~~for any purpose in, over, under, through, along or across any street or right-of-way in the City without first having made application(s) for any required permits. All permits will require the approval of the City Inspector and designated City Council Member and if a bond is required, the sum as shall be fixed by the City Council. All streets, right-of-ways, facilities and other structures damaged, altered or injured, in any way, must be restored to the same or better condition as they were before.~~
- 4. **Water from sprinklers will not come past the edge of the street pavement.** Sprinkler systems **using municipal water must have a backflow preventer and receive**

authorization and approval from the City Water Department.

**F. Street Bore/Cut.**

1. Public Utilities (those licensed or franchised by the City).

Street cuts are allowed for approved below ground public utility installations.

2. Private Installations.

a. Crossing a street will be accomplished with proper boring equipment.

b. A permit is required and the individual or firm requesting the permit for street boring is responsible for repairing the area around the boring to the satisfaction of the City Inspector.

c. If soil conditions are such that the individual or firm believes that the requirement for the installation by bore would not be able to be accomplished, they may request permission from the City Council for a street cut. The City Council is the final approval authority.

d. If the City agrees to allow the street cut, all cuts and repairs shall be the responsibility of the City and the individual requesting the cut will be charged by the city for the work.

**Section 53- Maintenance of Lot(s)**

**A.** Improved lots, septic lots, and unimproved lots used for vehicle storage (see B below) will be maintained to the following listed standards of the community, which include but are not limited to reasonable efforts to prevent the spread of fires and increased fire protection in built-up areas; reducing the opportunity for rodent or varmint infestation; and maintaining operable septic systems that are available for inspection.

1. Grass will not be allowed to grow higher than twelve inches (12") or brush and /or weeds eighteen inches (18")

a. Within thirty feet of structures situated on the improved lot(s) or to the side property line if the distance is less than thirty feet;

b. Within thirty feet of structures on adjacent lots;

c. Within five (5) feet of the perimeter of the septic field and on top of the septic field; and

d. Within ten (10) feet of an intersection.

**B. \*\*\* (This is new)** Unimproved lots ~~will not~~ may be used for storage of vehicles, boats, personal watercraft, trailers, and RV's if they have current registration in the property owner's name and will be limited to 3 items. Lots used for storage of these items must meet the requirements of improved lots for maintenance and set backs (see A.1a, b, c, d above). ~~building materials and/or other items or equipment, including household items and appliances and debris.~~

## **Section 54- Maintenance of Structures, Driveways, and Culverts.**

### **D. Driveway and Culvert Maintenance.**

1. All driveways and culverts must be maintained and repaired as necessary by the owners of the property to prevent interference, diversion or obstruction of flow of drainage water.
2. Owners and/or occupants of any property on which a culvert exists, are required to keep it clear of debris, raise or lower the grade and maintain such culvert from time to time to ensure the flow and drainage of storm water.
3. In the interest of preventing drainage issues, it shall be unlawful for any person to blow, dump, throw, deposit or leave any refuse, garbage, rubbish, trash, leaves, grass, lawn clippings, limbs, dead trees, tree trunks, junk, rock, rubble or soil on any street, right-of-way, easement, or public property. It shall further be unlawful for any person to do the above on privately owned property, that by design, elevation, slope, terrain or nature serves as a part of the man made or natural drainage system of the City.

## **Section 55- Moving structures into, or within the City.**

### **B. Manufactured/Modular/Industrial Homes.**

The installation of new HUD Code Manufactured/Modular/Industrial homes as defined under Dwellings to be installed by certified installers only, may be permitted if the following minimum criteria are met. ~~providing proof of liability insurance for moving structures is submitted when making application and receiving authorization (Development Permit).~~ **reworded below**

1. A Development Permit is required and the following must be provided with the application:
  - a. proof of liability insurance for moving structures
  - b. proof that the structure was originally manufactured as a dwelling designated for permanent foundation.
  - c. a manufacturer's guarantee that the dwelling, when permanently installed, is designed to withstand winds of at least 70 mph, certificate required.
  - d. proof of either a RED tag for HUD-Code Manufactured Home or BLUE tag (before 1998) or White tag with blue lettering (after 1998) for a Modular/Industrial home.
- ~~1.~~ 2. The living space exclusive of garages, patios, porches or breezeways must provide a minimum of 1000 square feet and must comply with Chart 1 restrictions for the area in which it is moved.
3. ~~1.~~ **HUD-Code Manufactured Homes** will be ~~placed~~ located outside a ½ mile radius of any other Mobile or HUD-Code Manufactured homes and will meet ~~set-back-and-~~ all other ~~zoning-ordinances~~ restrictions established for single family dwellings by this ordinance.
4. **\*\*\* (This is new.) Modular/Industrial Homes** may be located in any area zoned for single family housing. The taxable value must be equal to or greater than other residential houses similar in square footage located within 500 feet of the proposed

location, as well as, the exterior siding, roofing, roof pitch, foundation fascia, and fenestration must be comparable to single family homes within 500 feet. (TX OCC Code 1202.253), Modular/Industrial homes must meet all other restrictions established for single family dwellings by this ordinance.

5. The dwelling will be installed and anchored to a poured concrete slab with the minimum dimensions the same as the exterior walls of the HUD-Code Manufactured/Modular/Industrial Home and foundation width of skirting material.

## **Section 56 - Recreational Vehicles and Camping Type Vehicles.**

### **C. Unimproved Lot Regulations for RV and Campers.**

Recreational vehicle(s) and/or camping equipment ~~will not be parked or placed~~ may not be occupied on any unimproved lot for more than 14 days in any 30 day period. Camping facilities may be occupied and used while so legally placed if the following additional conditions are met:

4. Storing of RV's on unimproved lots is allowed with requirements met in Section 53.  
B. **\*\*\*(This is new.)**

## **Section 59 60- Sign Requirements**

- B. 2. Real Estate Sign(s) (For Rent or For Sale) may be placed ~~only~~ on the property being advertised, and must meet the following requirements:

- a. ~~will be~~ Non Waterfront property

Limited ~~to a~~ in size ~~not to exceed~~ to 6 square feet or less (two feet in width and three feet in height) in front yard of property, and an additional sign of same size allowed to be placed at back of property when the lot or adjoined lots being sold are street to street.

~~One sign is allowed on non-waterfront property.~~

- b. Waterfront property

Two signs will be allowed. ~~on dual frontage~~

~~waterfront property~~ --The one facing the water may be a regular sign or a banner type no larger than 18 square feet (3x6). The street side sign will be the same as non waterfront property signs (2x3). ~~All real estate signs will be limited to a size not to exceed two feet in height and three feet in width.~~ **Moved above**

3. ~~Not more than two~~ "Open House" signs,

~~limited in size to 2 feet by 3 feet~~ Open House signs ~~may be displayed on a residential property while someone is in attendance to show the residence and~~ must meet the following requirements: ~~Directional signs pointing to the Open House are permitted if:~~

- a. Signs may be displayed on a residential property only while someone is in attendance to show the residence.
- b. Signs are limited in number to two and a size no greater than 2 feet by 18 inches.

4. Directional Signs (Open House)

Directional signs must meet the following requirements:

- a. ~~are~~ Limited to a directional arrow and "OPEN HOUSE", ~~and~~

- b. Limited in size to 2 feet by 2 feet.

- c. Directional Signs ~~are~~ may be placed at ~~major~~ intersections on the right of way as long as they do not present a hazard to drivers or pedestrians, or they may be placed on private property with owner's permission, ~~and~~ .

~~c. Signs do not exceed one foot by two feet in size, and~~

d. Signs ~~are~~ may not ~~be~~ displayed before 7:00 AM or after 7:00 PM.

5. **Subdivision Property** Signs may be placed on large parcels of property to indicate real estate activity of a ~~subdivision~~-subdivided area. A ~~no fee permit application permit will be~~ is required— ~~a no fee application~~ including a sketch showing the exact size, color and location of the proposed sign(s) and will be submitted to the City Building Inspector and designated Council Member for approval.

## **Section 75 - General.**

### **B. Applications.**

#### **1. Development Permit Applications.**

The City Building Inspector and the City Council Member designee will receive, ~~file,~~ and review all Development Permit Applications to determine whether they ~~such plats~~ comply with the provisions of this Ordinance.

#### **2. Petitions for Zoning District Changes.**

The City Building Inspector and the City Council Member designee will review and forward petitions for zoning changes to the Planning and Zoning Commission along with any comments.

#### **3. Other Changes to this Ordinance.**

The Planning and Zoning Commission will hold an annual meeting to hear suggestions for change or may receive suggestions for change by letter or email to City Hall. In addition, the Planning and Zoning Commission may review this Ordinance from time to time and propose changes and/or revisions to the City Council.

#### **4. Variance or Appeal Requests.**

The Board of Adjustment and Appeals Chair will receive requests for variances or appeals.

### **C. Procedure.**

~~1. The City Building Inspector will forward zoning applications to the Planning and Zoning Commission as required by this Ordinance, together with his recommendation thereon.~~

#### **1. Development Permits.**

The City Building Inspector and the Council Member designee have approval authority to issue Development Permits when all requirements are met, and all aspects of the request comply with this Ordinance and the City's Comprehensive Plan.

#### **2. Zoning Change Requests.**

After holding a public hearing as provided by state law, the Planning and Zoning Commission will forward the proposed zoning change request ~~zoning applications~~ with their recommendations and comments ~~from the City Staff~~ to the City Council. The City Council is the approval authority for all City zoning actions.

#### **3. Proposed changes to this Ordinance other than zoning.**

The Planning & Zoning Commission will hold a public hearing to receive input from citizens before making a recommendation to the City Council on any proposed changes to this Ordinance. The City Council is the approval authority for amending

this Ordinance.

4. Variance or Appeal Requests.

The Board of Adjustments and Appeals will render their decision after holding a public hearing as provided by state law. The Board of Adjustment and Appeals decision on appeals and variances is final.

**D. Implementation.**

The City Building Inspector and the City Council Member ~~designee providing the secondary approval~~ will make ~~such other~~ determinations and decisions as may be required of the City by this Ordinance, the Planning and Zoning Commission, ~~or~~ the City Council ~~and the Board of Adjustments and Appeals,~~ and will implement the provisions of this Ordinance and the final decisions ~~by~~ of the Planning and Zoning Commission, ~~and of the~~ City Council, and Board of Adjustment and Appeals.

**E. Enforcement.**

The City Code Compliance Monitor or City Building Inspector, as appropriate to the section in question, will serve as the Code Enforcement Officials and shall enforce this Ordinance and the final decisions ~~by of~~ the Planning and Zoning Commission, ~~and~~ City Council, and the Board of Adjustment and Appeals.

~~Section 76—Ordinance Interpretation.~~ **Changed to Section 80 and moved.  
Reworked Section 78 and moved to be Section 76.**

**Section 78- 76** - ~~Conditions for Issuing a Development Permit.~~ Development Permits.  
Reformatted for clarity

An approved Development Permit is required prior to the commencing of the development, construction or reconstruction on any real property. Applications are available at City Hall and through the City's website, and may be made by the owner or designated agent. Permits are approved and issued by the City Inspector and the designated City Council member for tracts of land or lots which comply with the provisions of this ordinance, and all applicable elements of the Comprehensive Plan, except as herein exempted, or upon written application and approval of a variance.

**A. Conditions for Issuing a Development Permit**

1. All city taxes and liens to the city must be current prior to issuing any development permit.
2. Applications must fulfill all requirements and include all other documents necessary for the approval of the specific permit requested before approval will be granted.

~~B. 7.—Storage buildings 150 square feet or less.~~ 7. All storage buildings, including those 150 square feet or less, to verify compliance with set backs.

**E. Development Permit ~~Expiration Times~~ Durations:**

4. After 18 months of issuance for any ~~first~~ permit, a new Development Permit Application will be required to be submitted and approved by the City Council. ~~The second Development Permit will be for a maximum of 6 months with no renewals available.~~ The City Council will determine the duration.

7. If construction on the primary structure has not started within 6 months of obtaining a Development Permit, all permits will be canceled and no fees or deposits will be refunded. ~~violations will be subject to the penalty clause in Section 97 of the zoning ordinance. The applicable portion of the Permit must be displayed on the property, visible from the street, when construction begins and shall remain until construction is completed or the permit is canceled.~~

**Section 79 77- Certificates of Occupancy.**

**F. ~~\*\*\*(This is new)~~ Revocation.**

A Certificate of Occupancy shall be revoked for a residence or structure if necessary utilities (water and/or electricity) needed for the protection of public health, safety and welfare are disconnected or turned off. Any one occupying a structure without these utilities turned on will be in violation of this Ordinance and penalties will apply as defined in Section 97.

**Section 78 -Planning and Zoning Commission. ~~\*\*\*(This is a new section)~~**

A. Established.

The Planning and Zoning Commission (hereafter in this section "the Commission") is established in accordance with the provisions of § 211.007, Tex. Loc. Gov't. Code, regarding the zoning of cities and with the powers and duties as provided in said code.

B. Organization and Membership.

1. Membership - The Commission consists of 5 members and 2 alternates appointed by the City Council for a term of 2 years. The Chair is appointed from the members by the Mayor with approval from the City Council. Vacancies shall be filled by appointment of the Mayor for the unexpired term of the member whose term becomes vacant.
2. Meetings.  
The Commission is required to hold an Annual Meeting. Additional meetings and working sessions are called at the discretion of the Chair. All meetings are open to the public.
3. Hearings.  
The Commission shall hold public hearings as provided by state law concerning zoning changes, rezoning, use changes and proposed amendments to this Ordinance.
4. Responsibilities.
  - a. Consolidated Zoning Ordinance.
    - (1) The Commission will consider proposed changes to zoning, and changes/ amendments to the Consolidated Zoning Ordinance and forward recommendations to the City Council. The City Council is the final authority for changes to this Ordinance. A three-fourths vote of the Council Members is required to override the recommendation of the Commission.
    - (2) The Commission will review and update this Ordinance as deemed necessary.
  - b. Sunrise Beach Village Comprehensive Plan.  
The Commission will review and update the Sunrise Beach Village Comprehensive

Plan as deemed necessary.

- c. Subdivision Development Ordinance.
  - (1) The Commission will hear and review requests for variances to the rules and regulations of the Subdivision Development Ordinance and forward recommendations on to City Council for their approval or denial.
  - (2) The Commission will review the Subdivision Ordinance and recommend changes to the City Council as deemed necessary.
- d. Substandard and Dangerous Buildings and Structures Ordinance.

The Commission will review and update the Substandard and Dangerous Buildings and Structures Ordinance as deemed necessary.
- 5. Rules and Regulations.
  - a. Minutes will be kept of all meetings and hearings and shall be filed with the City Secretary.
  - b. Recommendations to the City Council will require a majority vote to approve or deny requests for zoning changes or amendments to this Ordinance.
  - c. After holding a public hearing as provided by law, the Planning and Zoning Chair will send a letter to the City Council stating their recommendation.

**Section 93-\*\*\*(This is a new section) Other Changes to the Consolidated Zoning Ordinance**

**A.** Suggestions for Changes.

- 1. Suggestions and recommendations for changes to this ordinance (other than zoning changes) may be presented to the Planning and Zoning Commission at the Annual Meeting or any time by letter or email to the Chairperson through City Hall.
- 2. From time to time, the Planning and Zoning Commission may review this Ordinance and propose changes and/or revisions to the City Council.

**B.** The Commission will hold a Public Hearing to discuss the suggestions or proposed changes recommended by the Planning and Zoning Commission and give others an opportunity to express their opinions.

**C.** The Planning and Zoning Commission will vote to "recommend" or "not recommend" the changes to the City Council and inform the Council by letter of their decision.

**D.** The City Council will hold a public hearing to consider the recommendation of the Planning & Zoning Commission and other citizens before voting on the proposed change(s). The Council has the final authority to approve or deny a proposed change(s).

**E.** Approved changes will be in the form of an amendment and attached to this Ordinance until revision of this Ordinance.