



Legistar I.D. #24538
1438 Northport Drive
Conditional Use Request

Report Prepared By:
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Planning Division Staff

Requested Action: Approval of a conditional use for the reuse of an existing drive-up service window in the C2 (General Commercial) District.

Applicable Regulations & Standards: Section 28.12(11) provides the guidelines and regulations for the approval of conditional uses.

Summary Recommendation: The Planning Division recommends that the Plan Commission finds that the conditional use standards can be met and **approve** the request for the conditional use.

Discussion

For drive-up service windows, queuing needs can vary significantly based on the type of user and the anticipated frequency of use. This particular applicant has a relatively low need for vehicle queuing space which is well-supported by the site. However, a new tenant in this space may have queuing needs that surpass what the site can accommodate. In the case of a future change in use, staff recommends an additional condition be added to ensure that the continued use of the drive-up service window be reviewed by city agency staff as a Minor Alteration to the conditional use.

Recommendations and Proposed Conditions of Approval

Major/Non-Standard Conditions are shaded

Planning Division Recommendation (Contact Heather Stouder, 266-5974)

The Planning Division recommends that the Plan Commission find that the conditional use standards can be met and **approve** the request subject to input at the public hearing, the recommended conditions of approval in the November 21, 2011 staff report, and the following additional condition:

1. Use of the drive-up service window following a future change in use within this tenant space will require review by staff as a Minor Alteration to the conditional use.