



Memorandum

To: Town Council
From: Thomas Dansie, Director of Community Development
Date: September 5, 2025
Re: Direction to the Planning Commission to Revise Code Sections 10-21-3 and 10-21-8

Executive Summary

Elsewhere on the current Council meeting agenda the Council will take action on a request to interpret sections 10-21-3 and 10-21-8 of the Town Code. An interpretation of the Code is binding on all properties in the Town. Therefore, whatever interpretation the Council makes on that request will regulate future development on all properties in the Town. It is best practice to update the Code language to make the Council's interpretation explicit in the Code.

Staff recommends the Council direct the Planning Commission to revise sections 10-21-3 and 10-21-8 based on the outcome of the Council's interpretation of these sections.