

**REVISIONS made after October 14 Land Use
Board mtg highlighted in yellow.**

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Chapter 30 – ZONING

Article I. - Introductory Provisions

Sec. 30.10. - Title.

This ordinance shall be known as the Zoning Ordinance of the City of Livingston, Montana and may be referred to as the "Zoning Ordinance" and the map referred to herein is identified by the title "Official Zoning Map, Livingston, Montana" and may be known as the "Zoning Map".

Sec. 30.11. - Purpose.

The purpose of this ordinance is to promote the health, safety, and general welfare of the community by regulating the height and size of buildings and structures, the percentage of lots that may be occupied, the size of setbacks and open space, the density of population and the location and use of buildings, structures and land for trade, industry, residence, or other purposes within the city limits.

(Ord. No. 2097 , § 1, 1/5/21)

Sec. 30.12. - Territorial jurisdiction.

The zoning jurisdiction of the City of Livingston shall include the land within the corporate limits of the City.

Sec. 30.13. - Incorporation of Official Zoning Map.

The "Official Zoning Map, Livingston, Montana", and all notations, references, and other information shown on the map are hereby incorporated by reference and made a part of this ordinance.

The Official Zoning Map shall be identified by the signature of the Chair of the City Commission attested by the City Clerk, and bearing the seal of the City under the following words: "This is to certify that this is the Official Zoning Map referred to in Section 30.13 of the Zoning Ordinance of the City of Livingston, Montana", together with the date of adoption of this ordinance.

If, in accordance with the provisions of this ordinance, changes are made in district boundaries or other matter portrayed on the Official Zoning Map, such changes shall be entered on the Official Zoning Map promptly after the amendment has been approved by the City Commission, with an entry on the Official Zoning Map as follows: "On (date), by official action of the City Commission, the following (change) changes were made in the Official Zoning Map: (brief description of nature of change)," which entry shall be signed by the Chair of the City Commission and attested by the City Clerk. In case of a conflict between the ordinance and the Official Zoning Map, the text of the ordinance shall govern.

No changes of any nature shall be made on the Official Zoning Map or matter shown thereon except in conformity with the procedures set forth in this ordinance.

In the event that the Official Zoning Map becomes damaged, destroyed, lost or difficult to interpret because of the nature or number of changes and additions, the City Commission may by ordinance

adopt a new Official Zoning Map which shall supersede the prior Official Zoning Map. The new Official Zoning Map may correct drafting or other errors or omissions in the prior Official Zoning Map, but no such correction shall have the effect of amending the original Official Zoning Map or any subsequent amendment thereof. The new Official Zoning Map shall be identified by the signature of the Chair of the City Commission attested by the City Clerk, and bearing the seal of the City under the following words: "This is to certify that this Official Zoning Map supersedes and replaces the Official Zoning Map adopted (date of adoption of map being replaced) as part of the Zoning Ordinance of the City of Livingston, Montana."

Unless the prior Official Zoning Map has been lost, or has been totally destroyed, the prior map or any significant parts thereof remaining, shall be preserved, together with all available records pertaining to its adoption or amendment.

Sec. 30.14. - Rules for interpretation of zoning boundaries.

The boundaries of zones as shown on the Official Map shall be interpreted according to the following rules:

- A. The boundaries indicated as appearing to follow the center lines of streets, highways or alleys shall be construed to follow such center lines.
- B. Boundaries indicated as appearing to follow platted lot lines shall be construed to follow such lot lines.
- C. Boundaries indicated as appearing to follow city limits shall be construed to follow the City limits.
- D. Boundaries indicated as following railroad lines shall be construed to be midway between the main tracks
- E. Boundaries indicated as following shore lines shall be construed to follow such shore lines, and in the event of natural changes in the shore line, shall be construed as moving with the actual shore line boundaries indicated as approximately following the shore line of the streams, rivers, canals, lakes and other bodies of water, and in the event of natural changes in location of streams, rivers, canals, lakes and other bodies of water, shall be construed as moving with the actual body of water and following the shore lines.
- F. Boundaries indicated as parallel to or extensions of features indicated in Subsections A through E above shall be so construed. Distances not specifically indicated on the Official Map may be determined by the scale of the map.

(Zoning Map Amendments: Ord. 1482, 7/6/81; Ord. 1496, 3/15/82; Ord. 1534, 11/19/84; Ord. 1532, 11/5/84; Ord. 1545, 3/3/86; Ord. 1559, 11/3/86; Ord. 1564, 2/2/87; Ord. 1576, 7/6/87; Ord. 1586, 2/1/88; Ord. 1628, 8/7/89; Ord. 1629, 8/14/89; Ord. 1635, 11/89; Ord. 1654, 5/7/90; Ord. 1661, 6/4/90; Ord. 1662, 6/4/90; Ord. 1663, 6/18/90; Ord. 1669, 9/4/90; Ord. 1670, 9/4/90; Ord. 1671, 9/4/90; Ord. 1672, 9/4/90; Ord. 1699, 1/21/92; Ord. 1700, 1/21/92; Ord. 1723, 10/19/92; Ord. 1828, 2/5/96; Ord. 1840, 9/3/96; Ord. 1930, 11/17/03; Ord. 1936, 2/2/04; Ord. 1976, 9/18/06; Ord. 1985, 4/16/07; Ord. 1986, 4/16/07; Ord. 1987, 8/20/07; Ord. 1988, 8/20/07; Ord. 1989, 10/15/07; Ord. 1993, 12/17/07; Ord. 1994, 12/17/07; Ord. No. 2005, § 1, 8/18/08; Ord. No. 2006, § 1, 9/2/08)

Article II. - Definitions

Sec. 30.20. Definitions

For the purpose of this ordinance, certain terms or words used herein are defined as follows:

Sec 30.20.1. Residential Uses

“Accessory Dwelling Unit” means an independent dwelling unit which is accessory to a primary dwelling unit on the same lot, and that complies with Section 30.43.

“Accessory Structure” means a building on a property that is subordinate to a principal, structure and supports its use. Examples include garages, sheds, greenhouses, and storage buildings. Accessory structures are allowed in all zones subject to compliance with applicable district regulations.

“Co-Living Housing” means a residential arrangement where a maximum of 10 private sleeping quarters are combined with shared kitchen, living, and bathroom facilities. Typically intended for unrelated individuals who live cooperatively.

“Multifamily Dwelling” means a building or portion thereof containing three or more dwelling units, designed for occupancy by separate households, including apartments, triplexes, and similar configurations.

“One (1) Family Dwelling” means a detached residential building designed for and occupied exclusively by one household, containing one dwelling unit. Condominiums, townhomes, mobile homes, manufactured homes, modular homes and tiny homes are permitted in all districts where a single-family dwelling is allowed, subject to compliance with district density regulations.

“Supportive/ Transitional Housing” means a residential facility providing a maximum of temporary housing units and support services to individuals transitioning from homelessness, institutional care, or rehabilitation into permanent housing.

“Two (2) Family Dwelling” means a single structure containing two separate dwelling units, each with its own kitchen, sleeping, and sanitary facilities. Also referred to as a duplex.

Sec 30.20.2. Community Facilities

“Adult Foster Care Center” means a licensed residential facility that provides a family-like living environment for adults who are unable to live independently due to physical, developmental, or mental health conditions. Care includes room, board, supervision, and personal services. Staff member must be on site 24-hours a day.

“Assisted Living” means a residential facility that provides private or semi-private housing with support services such as meals, housekeeping, transportation, personal care, and limited health services for elderly or disabled individuals.

“Armory” means a facility used for the training and housing of military personnel and storage of military equipment. May include offices, training grounds, and assembly halls.

“Cemetery” means a parcel of land used for the interment of human or animal remains. Includes burial grounds, mausoleums, columbaria, and associated structures.

“Child Care Center” means a facility licensed by the state to provide non-residential care, protection, and supervision for children, typically for periods of less than 24 hours, and serving more than a specified number of children as defined by state regulations.

“Church” means a place of worship or religious assembly, including related facilities such as a fellowship hall, office, classroom, and recreational area that are operated by a religious organization.

“Community Garden” means a shared plot of land managed and cultivated by a group of people to grow fruits, vegetables, flowers, or ornamental plants, often for personal use or donation.

“Emergency Shelter” means a facility providing temporary housing, food, and support services to individuals or families in crisis situations, such as homelessness, domestic violence, or natural disaster displacement.

“Government Office” means a building owned or leased by government agencies that are used for administrative, clerical, or regulatory functions and the provision of public services.

“Hospital/Institution” means a facility licensed to provide inpatient medical care, surgical services, and related treatment for individuals requiring physical or mental health services. May include an emergency service, laboratory, and specialized care unit.

“Medical/Dental Clinic” means a facility that provides outpatient diagnostic and therapeutic services under the supervision of licensed medical or dental professionals. Does not include overnight patient care.

“Public Recreation Facility” means a publicly owned and operated facility for active or passive recreational use, including playgrounds, sports fields, trails, swimming pools, and community centers.

“Public Safety Facility” means a facility used by police, fire, emergency medical services, and similar public safety operations. May include an office, garage, training facility, and communications equipment.

“Radio Station” means a facility used for the production and transmission of radio signals, including studios and related infrastructure, but not wireless communication facilities.

“School - Public, Private, and Parochial” means a facility offering instruction to students in pre-kindergarten through grade 12, including a public school operated by school districts and a private or religious school operated independently.

“School, Trade” means an institution offering technical, vocational, or professional education and training in trades such as automotive repair, cosmetology, welding, or computer programming.

“Utility Substation” means a facility used to transform, switch, or regulate electric current, or to control, monitor, or relay telecommunications or other public utility services. Typically, fenced and unmanned.

“Wireless Communication Facility” means a structure or equipment used to transmit, receive, or relay wireless communications, including antennas, towers, equipment cabinets, and associated support infrastructure.

Sec 30.20.3. Commercial Uses

“Alcohol Producing Business” means an establishment engaged in the brewing, distilling, fermenting, or bottling of alcoholic beverages such as beer, wine, or spirits. May include a tasting room or on-site sales areas.

“Bank (Non-Drive-Through)” means a financial institution offering services such as deposits, loans, and currency exchange, without the inclusion of a drive-through facility.

"Bed and Breakfast" means a commercial business operated in a house which is used partially or primarily for providing overnight accommodation to the public even though the owner may live on the premises. The accommodation for a bed and breakfast shall have no more than five (5) guest rooms. Breakfast is the only meal served on the premises, is included in the charge for the room, and there is no other food or beverage served upon the premises

“Business and Professional Office” means an office for professional, administrative, or clerical activities, including but not limited to legal services, accounting, architecture, real estate, insurance, and consulting.

“Campground/ Recreation Vehicle (RV) Park” means a site that accommodate tents, recreational vehicles, yurts or trailers for temporary overnight stays. May include hook-ups, common bathrooms, and recreational amenities. Campground with 2 or more camping spaces are required to undergo the subdivision process.

“Casino” means a facility licensed for gambling and gaming activities, including slot machines, table games, and sports betting. May also include bars, restaurants, or live entertainment.

“Commercial Greenhouse” means a structure primarily used for the commercial cultivation of plants, flowers, or vegetables for wholesale or retail sale, typically under controlled environmental conditions.

“Drive-Through Business (non-restaurant)” means a retail or service establishment that provide goods or services to customers while they remain in their vehicles. Includes drive-through pharmacies, dry cleaners, and banks.

“Drive-Through Restaurants” means a restaurant that includes a drive-through window for customers to order and receive food and beverages without leaving their vehicles. May also include indoor or outdoor seating.

“Eating and Drinking Establishment (Sit-Down)” means a restaurant, café, or other establishment where food and beverages are prepared and served to customers for on-site consumption, typically with table service.

“Firework Stand” means a temporary or permanent structure used for the seasonal sale of consumer fireworks, subject to applicable state and local fire and safety regulations.

“Gasoline/ Service Station” means a facility that sells fuel for motor vehicles. May include accessory services such as minor vehicle repairs, car washes, and convenience retail.

“Health and Exercise Establishment” means a facility designed for physical fitness or wellness activities, such as gyms, yoga studios, martial arts schools, or indoor recreation centers.

“Home Occupation” means a business or commercial activity that is conducted or petitioned to be conducted from a property which is zoned primarily for residential use and which meets the conditions set forth in Section 30.54.

“Kennel and Cattery” means a commercial facility for the boarding, breeding, training, or grooming of dogs, cats, or other domestic animals.

“Large-scale Retail” means a retail establishment exceeding a specified gross floor area threshold (e.g., 20,000 square feet), typically including department stores, big-box retailers, or warehouse clubs.

“Laundromat” means a self-service laundry facility equipped with coin- or card-operated washing machines and dryers, available for public use.

“Marijuana Retail Facility” means a business licensed under state law to sell marijuana products to consumers for personal use. Does not include on-site consumption unless permitted by law. Marijuana Retail Facilities are not permitted within one thousand (1,000) feet of a public or private school, licensed child care facility, or church.

“Mobile Food Vendor/ Food Truck Park” means a group of three (3) or more mobile or semi-permanent food service operations, located in vehicles or mobile trailers, where food is prepared and sold to the public. May refer to designated sites where multiple vendors operate in a shared location.

“Motel/ Hotel” means an establishment offering temporary lodging to travelers and tourists, with or without a dining, meeting room, or recreational facility. Includes extended-stay lodging.

“Personal Service Store” means a business providing personal grooming or lifestyle services, such as a salon, barber, spa, tailor, dry cleaner, or shoe repair shop.

“Retail” means a business engaged in the sale of goods directly to consumers. Includes stores selling clothing, books, electronics, household goods, or similar items, but excludes large-scale retail.

“Sexually Oriented Business” means a commercial establishment which operates as an adult book store, adult movie theater, or features, allows, employs, promotes or sponsors exotic entertainment and/or sexually explicit materials.

“Short-Term Rental” means a dwelling unit or portions thereof that are rented to guests for periods of less than 30 consecutive days. May be owner-occupied (Type 1) or non-owner-occupied (Type 2), and subject to licensing and performance standards. Section 30.57 defines further standards for Short-Term Rentals.

“Tattoo/ Body Piercing Studio” means a commercial establishment where tattoos are applied or body piercing services are provided by licensed professionals.

“Theater/Entertainment Venue” means an indoor facility used for live performances, film screenings, concerts, or other forms of entertainment for an audience.

“Veterinarian Clinic” means an establishment offering medical diagnosis, treatment, and surgical services for household pets and small animals. May include limited boarding as an accessory use.

Sec 30.20.4. Light Industrial/ Industrial Uses

“Artisan Manufacturing” means small-scale production or assembly of goods by hand or light machinery, including items such as ceramics, textiles, food products, woodwork, or custom furniture. Typically involves low-impact operations compatible with higher density residential, mixed-use or commercial areas.

“Auto Repair Garage” means a facility where motor vehicles are repaired or maintained, including mechanical and electrical repairs, oil changes, tire services, and accessory installation. May include indoor or screened outdoor vehicle storage.

“Auto Salvage and Storage” means a site used for the dismantling, recycling, or storage of inoperable vehicles or vehicle parts. May include resale of usable parts and materials. Subject to screening and environmental regulations.

“General Manufacturing” means the production, assembly, or processing of goods using raw materials or semi-finished products. Operations may include machining, fabrication, packaging, and distribution, and may involve moderate external impacts.

“Intensive Manufacturing” means large-scale, high-impact industrial operations that may include heavy machinery, large volumes of materials, high noise levels, or potentially hazardous processes. Includes industries such as chemical production, foundries, and large-scale food processing.

“Limited Manufacturing” means light industrial uses involving the assembly, fabrication, or packaging of products using previously prepared materials, with minimal off-site impacts in terms of noise, odor, traffic, or vibration. Typically enclosed within a building.

“Lumberyard” means a facility engaged in the sale and storage of lumber and building materials. May include outdoor storage, delivery operations, and limited on-site cutting or finishing.

“Machine Shop” means an establishment where metal parts are fabricated or modified using lathes, milling machines, grinders, or other industrial equipment. May serve as a support use for other industrial or commercial businesses

“Marijuana Production Facility” means a state-licensed facility for the cultivation, processing, or packaging of marijuana and marijuana-infused products. Subject to licensing, security, and odor control requirements.

“Mortuary” means a facility for the preparation and holding of human remains for burial or cremation. May include funeral services, visitation areas, and administrative offices.

“Open-Air Stadium, Sports Arena, and Amphitheater” means a large outdoor or partially enclosed venue used for a sporting event, concert, or public gathering. May include seating, concessions, lighting, and sound amplification.

“Transportation Terminal” means a facility for the boarding, alighting, storage, dispatch, or transfer of cargo or freight, or for mass transit activities, including related areas such as ticketing, waiting, loading, and parking. Does not include local transit stops.

“Travel Plaza/Truck Stop” means a facility serving motorists and commercial truck drivers that provides vehicle fueling, parking, and related amenities. May include convenience retail, restaurants, restrooms, showers, and limited overnight accommodations.

“Warehouse and Enclosed Storage” means a facility used for the storage and distribution of goods and materials. Operations may include loading docks, delivery vehicle access, and climate-controlled or general-purpose storage.

“Wholesale Business” means a business engaged in the sale of goods in bulk quantities to retailers, contractors, or other businesses, rather than direct-to-consumer retail. May include warehousing and limited on-site display or sale.

"Wind-Powered Generator" or "WPG" means any device, such as a wind charger, wind mill, or wind turbine, and associated facilities including the support structure of the system, such as a tower, that covers wind energy to electrical energy which has been certified to conform to applicable industry standards by a nationally recognized certifying organization such as Underwriters Laboratories or similar certifying organization.

Sec 30.20.5. Other Definitions

"Actual Business Premises" means the owned or leased real property from which the business is actively transacted.

"Alley" or "Alleyway" means a minor way which is used primarily for vehicular service access to the back or the side of properties otherwise abutting on a street.

"Buildable Area" means the portion of a lot remaining after required setbacks, open space, and other site restrictions are deducted.

"Building" means a structure, of more or less permanent construction, having a roof and intended to be used for sheltering people, animals, personal property or business activity.

"Building Height" means the vertical distance from the existing (pre-disturbance) grade to the highest point of the roof. See Section 30.42.F for structural embellishments exempt from height restrictions.

"Building Official" means the City Building Inspector or their designated representative.

"Conditional Use" means a use allowed in a zoning district only after review and approval, subject to specific conditions to ensure compatibility with surrounding uses.

"Dwelling/ Dwelling Unit" means a building or portion of a building designed and intended to be used as independent living quarters by one household.

"Easement" means a right granted to use a portion of land for a specific purpose, such as utilities, drainage, or access.

"Frontage" means the length of a lot line abutting a public or private street.

"Grade" means the lowest point of elevation of the finished surface of the ground, paving, or sidewalk within the area between the building and the property line or, when the property line is more than five (5) feet from the building, between the building and a line five (5) feet from the building.

"Gross Floor Area" means the area of each floor within the external walls, not including the thickness of the external walls.

"Impervious Surface" means any surface that prevents or significantly impedes the infiltration of water into the soil.

"Livestock and fowl" - "Livestock" includes all animals of the equine, bovine, and swine class, including goats, sheep, mules, horses, hogs, cattle, and other grazing animals. "Fowl" includes chickens, geese, ducks, turkeys, peacocks, and other poultry.

"Lot" means a parcel of land of at least sufficient size to meet minimum zoning requirements for use, coverage, and area, and to provide such setbacks and other open spaces as are herein required. Such lot shall have frontage on a public street, or on an approved private street, and may consist of:

- a. A single lot of record.
- b. A portion of a lot of record.
- c. A combination of complete lots of record, of complete lots of record and portions of lots of record, or of portions of lots of record.
- d. A parcel of land described by metes and bounds; provided that in no case of division or combination shall any residual lot or parcel be created which does not meet the requirements of this Chapter.

"Lot depth" means the distance between the front lot line and the rear lot line measured in the mean direction of the side lot lines.

"Lot line" means a line of record bounding a lot that divides one lot from another or from a public or private street or other public space.

"Lot line, front" means the lot line separating the lot from the street that provides the primary frontage.

"Lot line, rear" means the lot line opposite and most distant from the front lot line.

"Lot line, side" means any lot line that is not a front or rear lot line.

"Lot width" means the horizontal distance between side lot lines measured at the required front setback line.

"Mitigation" means actions taken to offset negative impacts to sensitive environmental areas through restoration, enhancement, or preservation.

"Non-conforming structure" means a structure that was lawfully constructed but no longer conforms to current zoning regulations.

"Non-conforming use" means a use of land or structure that was lawfully established but no longer conforms to current zoning regulations.

"Open space" means land area that is not occupied by buildings, structures, driveways, parking areas, or other impermeable surfaces.

"Ordinary high-water mark" means the line on a bank where the presence and action of water is continuous and leaves a distinct mark on the soil, destroying terrestrial vegetation, and creating a line of physical evidence of repeated inundation

"Building Permit" means official authorization to construct, alter, or demolish a structure in compliance with applicable codes.

"Planning board" means the City of Livingston Consolidated Land Use Board, or Land Use Board.

"Principal use" means the primary or predominant use of a lot or structure.

"Qualified Professional" means person with demonstrated expertise in biology, hydrology, geology, or a related field appropriate to the sensitive area being evaluated.

"Right-of-way" means land dedicated or acquired for use as a public way. "Riparian Areas" means vegetated ecosystems along water bodies that support a high level of biodiversity and play a role in flood mitigation and water quality.

"Sensitive Environmental Area" is a land and water area that provides an important ecological function or pose a physical constraint to development due to a natural hazard.

"Setback" means the distance from the corresponding lot line, as defined herein, to the nearest part of the applicable building, structure, or sign, measured perpendicularly to the lot line.

"Sign" means any device designed to inform or attract the attention of persons not on the premises on which the sign is located. See Section 30.50.

"Story" means any level or floor of a building that contains a useable floor, designed for living, work, or recreation, and is defined by the space between one floor surface and the next, and as defined in the City's adopted Building Code.

"Street" means a public way for vehicular traffic, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, land, place, or otherwise designated which has been dedicated to or acquired for public use and extends the full width between right-of-way lines, or any dedicated public way as recorded by the County Clerk and Recorder whenever any portion is open to vehicular traffic.

"Street, front" means a street abutting the predominantly narrow sides of the lot within a block. This is the street that homes within a block shall face and shall be the street that addresses are assigned to.

"Street, side" means a street paralleling or nearly paralleling the predominantly long sides of the lots within a block and intersecting at right angles or nearly right angles the front street.

"Structure" means a building or anything constructed in the ground or anything erected which requires location on the ground or water, or is attached to something having location on or in the ground, but not including fences six (6) feet or less in height, paved areas, or small accessory use structures such as storage sheds, which would not require a building permit to be erected under any building code adopted by the City of Livingston.

"Temporary use" means a use established for a fixed period of time with the intent to discontinue upon expiration of that period.

"Temporary sign" means a sign made of paper, or some other limited life-span material advertising a short-term event, like a sale. Temporary signs are not subject to inclusion in a business' sign square footage measurement. Temporary signs shall be removed within twenty-four (24) hours after the completion of the advertised event. The term includes real estate and political signs.

"Tree, deciduous" means any variety of tree which loses its leaves at the end of the growing season.

"Tree, evergreen" means any variety of tree which does not lose its leaves at the end of the growing season.

"Tree, ornamental" means any variety of tree which is not expected, at maturity, to reach a height of fifteen (15) or more feet nor be a substantial provider of shade.

"Tree, shade" means any variety of tree which is expected, at maturity, to be in excess of twenty-five (25) feet in height and sufficiently full in form to provide substantial shading effects.

"Variance" means an adjustment in the application of the specific regulations of this Chapter pursuant to Section 30.74.

"Voluntary modification" means any modification to an existing sign which reflects a conscious business or personal decision. This may include a change in corporate color scheme, change of logo, or any other change which would require the replacement of existing sign faces. It does not include the replacement or repair of sign faces with new, identical faces as part of normal maintenance or due to damage by wind, fire or other hazard.

"Wall Sign" means a sign attached to or erected against the wall of a building with the face in a parallel plane to the place of the building wall, including a sign attached to a parapet wall that may be constructed specifically for the purpose of attaching a sign.

"Window Sign" means a sign that is placed inside a window or upon the window panes or glass and is visible from the exterior of the window.

"Yard" means an open space on the same lot with a building, unoccupied and unobstructed from the ground upward, except as otherwise permitted in this Code.

"Yard, front" means the portion of a yard extending across the full width of the lot and lying between the front lot line and the nearest part of the principal building.

"Yard, rear" means the portion of a yard extending across the full width of the lot and lying between the rear lot line and the nearest part of the principal building.

"Yard, side" means the portion of a yard between the side lot line and the nearest part of the principal building, extending from the front yard to the rear yard.

"Zoning Administrator" means the Livingston Planning Director, or their designee, or other such official as the City Commission may designate.

"Zoning Commission" means the City of Livingston Consolidated Land Use Board, or Land Use Board.

(Ord. 1798, 12/19/94; Ord. 1810, 7/3/95; Ord. 1868, 2/2/98; Ord. 1894 § 1, 3/6/2000; Ord. 1949, 10/18/04; Ord. No. 2011, § 1, 4/6/09; Ord. No. 2022, § 1, 9/7/10; Ord. No. 2090, § 1, 11/5/20; Ord. No. 2097, § 1, 1/5/21; Ord. No. 3003, § 1, 4/6/21; Ord. No. 3010, § 1, 7/20/21; Ord. No. 3013, § 2, 8/17/21; Ord. No. 3025, § 1, 10/21/21; Ord. No. 3041, 5/16/23)

Article III. - Zoning Districts & Regulations

Sec. 30.30. - Zoning districts.

To carry out the provisions of this Chapter, the City is divided into the following zoning districts in which the erection, construction, alteration, reconstruction, repair or use of buildings, structures and land shall be regulated and restricted. The regulation in each district shall be uniform throughout each district but may differ from those in other districts.

ZONING DISTRICT	DESIGNATION
Low Density Residential	R1
Medium Density Residential	R2
Low Density Mixed Use	LMU
High Density Residential-Mixed Use	HMU
General Commercial	GC
Public-Community	PC
Industrial	I
Light Industrial	LI
Central Business District	CBD

Zoning District Descriptions

R1 / Low Density Residential: The R1 district is a primarily single-family residential zone that supports traditional neighborhood development with larger lots and generous setbacks. It allows for accessory dwelling units, home businesses with minimal impact, and other compatible low-density housing types. This district is intended to maintain neighborhood character, limit traffic impacts, and provide a quiet residential environment. Duplexes are allowed in the R1 district.

R2 / Medium Density Residential: The R2 district is a residential zone intended to accommodate a diversity of housing types. It supports a mix of detached and attached housing, including duplexes, triplexes, and small multifamily buildings. Neighborhood-serving retail or office uses are permitted, provided they have little to no impact on traffic or the surrounding neighborhood.

LMU / Light Mixed Use: The LMU district is intended to encourage low-to-medium density residential development, such as townhomes, duplexes/triplexes, and condominiums, in a form that is walkable, compact, and compatible with adjacent neighborhoods. This district also supports neighborhood-scale commercial and mixed-use development that contributes to a vibrant, pedestrian-oriented environment. Auto-oriented uses, such as drive-throughs or those requiring large surface parking lots, are generally discouraged to maintain the district's focus on walkability, active streetscapes, and neighborhood livability.

HMU / High Density Residential-Mixed Use: The HMU district expands upon the intent of the LMU district by allowing a broader range of residential and commercial uses at greater height and intensity,

while still prioritizing a compact, walkable, mixed-use development pattern. It permits similar types of LMU-scale development (e.g., townhomes, small apartments, corner retail), but also supports mid-rise buildings, higher-density housing, and more intensive commercial activity than traditional residential districts. Development in HMU may include apartments, condominiums, office space, retail, restaurants, and mixed-use buildings with ground-floor commercial and upper-story residential.

GC / General Commercial: The GC district is intended for general commercial development at a medium to large scale, allowing for auto-oriented uses. Typical uses include retail centers, restaurants, office complexes, service stations, and other regional or community-serving businesses. Multi-family residential (3 or more units) are permitted in this district. This district is typically located along major streets or commercial corridors and near community gateways.

PC / Public-Community: The PC district reserves land for public, semi-public, and community-oriented uses that serve the health, safety, and general welfare of the community. This includes schools, parks, libraries, fire stations and emergency services, utilities, and community centers. These uses are typically integrated into neighborhoods or located on accessible sites across the city.

I / Industrial: The I district is intended for a broad range of industrial activities, including heavy manufacturing, large-scale warehousing, logistics, transportation, and utilities. It accommodates high-intensity uses that may involve noise, truck traffic, or outdoor storage and requires appropriate buffering from non-industrial uses.

LI / Light Industrial: The LI district is designed to accommodate light manufacturing, research and development, small-scale warehousing, and professional or business offices. Uses should have minimal environmental impacts and can include flex space and artisan industries.

CBD / Central Business District: The CBD is the historic downtown and commercial core of the City, and is intended to support a dense, walkable mix of commercial, civic, cultural, and residential uses. Medium-rise buildings without setbacks are encouraged to promote an urban form. Residential uses include upper-story apartments and high-density housing integrated with ground-floor retail or office uses. Vehicular parking requirements are reduced to encourage pedestrian activity and redevelopment.

(Ord. 1949, 10/18/04; Ord. 1954, 5/16/05; Ord. 1977, 9/18/06; Ord. 2000, 4/7/08; Ord. No. 3023 , § 1, 1/4/22; Ord. No. 3041 , 5/16/23)

Article IV. - District Regulations

Sec. 30.40. - List of uses.

Table 30.40 designates a list of uses permitted within a zoning district. Designated uses shall be permitted only in the zones indicated. In the case of a use not specifically mentioned in the list of uses in Article IV of this Chapter, the decision regarding whether the proposed use of a structure is allowable in a specific zone shall be made by the Zoning Administrator, such decisions shall be based upon the most compatible uses contained in Article IV of this Chapter.

A = Allowed by Right
C = Conditional Use Permit Required
N = Not Allowed

Table 30.40. List of Uses

	R1	R2	LMU	HMU	CBD	GC	LI	I	PC
<u>Residential Uses</u>									
One (1) Family Dwelling	A	A	A	A	N ¹	N ¹	N	N	N
Two (2) Family Dwelling	A	A	A	A	N ¹	N ¹	N	N	N
Multifamily Dwelling (3+ units)	N	A	A	A	A	A	A	N	N
Co-Living Housing	N	A	A	A	A	A	A	N	N
Supportive/ Transitional Housing	N	C	A	A	A	A	A	N	N
Accessory Dwelling Unit (ADU)	A	A	A	A	N ²	N ²	N ²	N ²	N ²
<u>Community Uses</u>									
Church	A	A	A	A	A	A	A	A	A
School- Public, Private, and Parochial	A	A	A	A	C	A	C	N	A
School, Trade	N	N	C	N	N	A	A	A	N
Hospital/ Institution	N	N	C	C	N	C	A	N	C
Medical/ Dental Clinic	N	N	A	A	A	A	A	C	N
Adult Foster Care Center	C	A	A	A	A	A	A	N	N
Assisted Living	N	C	A	A	A	A	A	N	N
Child Care Center	A	A	A	A	A	A	A	N	N
Armory	N	N	N	N	N	N	N	N	A
Cemetery	N	N	N	N	N	N	N	N	A
Government Office	N	N	A	N	A	A	A	N	A
Public Recreation Facility	N	N	C	C	A	A	A	A	A
Community Garden	A	A	A	A	C	A	A	N	A
Emergency Shelter	N	N	N	C	C	A	C	C	A
Utility Substation	C	C	C	C	C	C	C	C	C
Wireless Communication Facility	C	C	C	C	C	C	C	C	C
Public Safety Facility	A	A	A	A	A	A	A	A	A
<u>Commercial Uses</u>									
Radio Station	N	N	A	C	A	A	A	A	A
Veterinarian Clinic	N	N	A	N	N	A	A	A	N
Kennel/ Cattery	N	N	N	N	N	A	A	A	N
Laundromat	N	C	A	A	A	A	A	N	N
Short-Term Rental – Type I	A	A	A	A	A	A	N	N	N

¹ Any number of residential units may be established within, or attached to, an existing building in these districts. No new residential structures may be built unless they meet the definition of Multifamily (3 or more units).

² New ADUs are allowed only if a single-family residential use already exists on the parcel.

	R1	R2	LMU	HMU	CBD	GC	LI	I	PC
Short-Term Rental – Type II	A	A	A	A	A	A	N	N	N
Motel/ Hotel	N	N	C	N	A	A	A	N	N
Bed and Breakfast	N	C	A	A	A	A	A	N	N
Campground/ Recreation Vehicle (RV) Park	N	N	N	N	N	A	A	N	N
Business and Professional Office	N	C ³	A	A	A	A	A	A	C
Retail	N	C	A	C	A	A	A	C	N
Large-scale Retail	N	N	N	N	C	C	C	C	N
Personal Service Store	N	C	A	C	A	A	A	C	N
Tattoo/ Body Piercing Studio	N	N	A	C	A	A	A	C	N
Alcohol Producing Business	N	N	A	C	A	A	A	N	N
Eating and Drinking Establishment (Sit-Down)	N	N	A	C	A	A	A	N	N
Mobile Food Vendor Park /Food Truck Park	N	N	C	C	A	A	C	C	N
Drive-Through Restaurant	N	N	C	N	N	A	A	A	N
Drive-Through Business (Other)	N	N	A	C	N	A	A	A	N
Bank (No Drive-Through)	N	N	A	C	A	A	A	A	N
Gasoline/ Service Station	N	N	C	N	N	A	C	A	N
Auto Repair Garage	N	N	C	N	C	A	A	A	N
Theater/ Entertainment Venue	N	N	C	N	A	A	A	N	C
Health and Exercise Establishment	N	C	A	A	A	A	A	C	C
Sexually Oriented Business	N	N	N	N	N	C	A	A	N
Casino	N	N	A	N	A	A	A	N	N
Firework Stand ⁴	N	N	N	N	C	C	A	A	N
Marijuana Retail Facility	N	N	C	C	C	A	A	A	N
<u>Light Industrial / Industrial Uses</u>									
Mortuary	N	N	C	N	C	A	A	A	N
Wholesale Business	N	N	N	N	C	A	A	A	N
Commercial Greenhouse	N	C	C	C	N	A	A	A	N
Auto Salvage and Storage	N	N	N	N	N	N	A	A	N
Warehouse and Enclosed Storage	N	N	N	N	N	A	A	A	N
Machine Shop	N	N	N	N	N	A	A	A	N
Artisan Manufacturing	N	A	A	A	A	A	A	A	N
Limited Manufacturing	N	C	A	A	A	A	A	A	N
General Manufacturing	N	N	C	N	N	N	A	A	N
Intensive Manufacturing	N	N	N	N	N	N	C	A	N

³ See Section 30.54 for home occupation requirements

⁴ See Section 11.72-73 regarding discharge of fireworks

	R1	R2	LMU	HMU	CBD	GC	LI	I	PC
Transportation Terminal	N	N	N	N	A	A	A	A	N
Travel Plaza/ Truck Stop	N	N	N	N	N	A	C	N	N
Open-Air Stadium, Sports Arena, and Amphitheater	N	N	C	N	N	A	A	N	C
Lumberyard	N	N	N	N	N	C	A	A	N
Marijuana Production Facility	N	N	N	N	N	N	A	A	N
Wind-Power Generator	N	N	N	N	N	N	C	C	N

Sec. 30.41. – Development Standards.

Sec. 30.41.1. - Residential development standards.

Table 30.41.1. Residential Development Standards

Zoning District	Low Density (R1)	Med. Density (R2)	High Density Residential - Mixed Use (HMU)	Light Mixed Use (LMU)
Minimum Lot Size	7,000 square feet	3,500 square feet	1,150 square feet	N/A
Minimum Front Street Setback	25 feet	20 feet	5 feet	10 feet
Minimum Side Setback ^{A,B}	15 feet	5 feet	5 feet	5 feet
Minimum Rear Setback	5 feet	5 feet	0 feet	0 feet
Minimum Side Street Setback	15 feet	10 feet	5 feet	10 feet
Maximum Building Height ^C	30 feet (or 36 feet if roof pitch $\geq$ 3:12)	30 feet (or 36 feet if roof pitch $\geq$ 3:12)	50 feet	36 feet

A) Any side setback that is directly adjacent to, and generally in line with, an adjoining rear setback within the same Zoning Classification District shall have the same setback as the adjoining rear setback.

B) Side setbacks are not required for approved townhouse development.

C) Maximum height shall be measured from the pre-disturbance grade.

(Ord. 1728, 12/7/92; Ord. 1798, 12/19/94; Ord. 1861, 6/16/97; Ord. No. 2090 , § 1, 11/5/20; Ord. No. 2097 , § 1, 1/5/21; Ord. No. 3018 , § 1, 10/5/21; Ord. No. 3023 , § 1, 1/4/22; Ord. No. 3041 , 5/16/23)

Sec. 30.41.2. - Commercial development standards.

Table 30.41.2. Commercial Development Standards

Zoning District	Central Business District (CBD)	General Commercial (GC)	Light Industrial (LI)	Industrial (I)	Public-Community (PC)
Minimum Lot Size	N/A	3,500 square feet	6,000 square feet	6,000 square feet	N/A
Minimum Front Street Setback	0 feet	0 feet	10 feet	10 feet	20 feet
Minimum Side Setback ^{A,B}	0 feet	0 feet	10 feet	10 feet	5 feet
Minimum Rear Setback	0 feet	0 feet	20 feet	0 feet	5 feet
Minimum Side Street Setback	0 feet	0 feet	10 feet	10 feet	10 feet
Maximum Building Height ^C	60 feet	60 feet	60 feet	60 feet	50 feet

A) Any side setback that is directly adjacent to, and generally in line with, an adjoining rear setback within the same Zoning Classification District shall have at least the same setback as the adjoining rear setback.

B) Side setbacks are not required for approved townhouse development.

C) Maximum height shall be measured from the pre-disturbance grade.

(Ord. 1949, 10/18/04; Ord. No. 2097 , § 1, 1/5/21; Ord. No. 3023 , § 1, 1/4/22)

Sec. 30.42. Allowable Encroachments into Setbacks.

- A. Entranceway awnings and roof eaves may extend up to eighteen (18) inches into any setback. The maximum height for an entranceway awning that encroaches into the setback shall be twelve (12) feet.
- B. Entranceway steps and ramps may extend up to five (5) feet into the front street or side street setback. Entranceway steps and ramps that encroach into the setback may only access the ground floor of the attached building.
- C. Ground floor covered or uncovered porches may extend up to five (5) feet into the front street or side street setback. The deck of any ground floor porch that extends into the setback shall be no higher than the ground floor level of the attached building. The maximum height for the roof of any ground floor covered porch that encroaches into the setback shall be 12 feet.
- D. Window-wells and below-grade stairwells may project thirty-six (36) inches into any setback. Window-well projecting beyond eighteen (18) inches shall be covered in such a way that is consistent with adopted building codes and such that an individual is prevented from falling into the window-well.
- E. Sustainability Features. Solar energy systems, green roofs, and other energy-efficient features may encroach into required setbacks or exceed height limits, provided the encroachment is the minimum necessary for the effective operation or installation of the system, and does not pose a public safety hazard. Such features must comply with all applicable building and fire codes and be reviewed through the site plan or building permit process.
- F. Other Embellishments. Building height limits shall not apply to the following: elevator penthouses, chimneys, vents, antennas, satellite dishes or other building embellishments such as spires, steeples, or mechanical equipment screens. Parapets no greater than 4 feet in height, railings and guards required by the building code are also exempt from building height limits. Building embellishments not listed here are subject to approval by the Zoning Administrator.

(Ord. No. 2097 , § 1, 1/5/21)

Sec. 30.43. Accessory dwellings.

- A. The purpose of this Section is to provide accessory dwelling units (ADUs) as a form of housing that contributes to housing choice and affordability while ensuring compliance with state law.
- B. In all zoning districts in which accessory dwellings are permitted the number of accessory dwellings allowed is equivalent to the number of one (1) family dwelling units present on the lot. Accessory dwelling units shall not apply to two (2) family and multi-family dwellings.
- C. Accessory Dwelling Units are only allowed in the CBD, LI, I, and PC districts if a single-family dwelling already exists on site.
- D. Size: ADUs shall not exceed 75% of the gross floor area of the primary dwelling or 1,000 square feet, whichever is less. ADUs that are entirely contained within the primary dwelling, such as a basement ADU, are not limited in size.

- E. ADUs must comply with zoning requirements and applicable building and fire code requirements.
- F. No additional off-street parking shall be required for an ADU.
- G. ADUs shall be located on the same lot as the primary dwelling.
- H. If an ADU is subdivided from the primary dwelling unit, the ADU is no longer an accessory dwelling and must meet all density requirements of the zoning district.

(Ord. 2090 , § 1, 11/5/20)

Sec. 30.44. Overlay Zoning Districts

Sec. 30.44.1. Downtown Historic Overlay Zoning District

A. Purpose and Intent

1. To promote the preservation of historically significant buildings in the City's Downtown Historic District that reflect the cultural and architectural past of the City;
2. To enhance the property values and to increase economic and financial benefits to the City of Livingston and its inhabitants through the preservation of historic buildings.

(Ord. 1878, 9/21/98)

B. Territorial jurisdiction.

1. Official Historic District Zoning Map. The properties to be included in the Historic District Overlay Zone are identified on the Historic District Overlay Zoning Map on file at the City Clerk's office, and entitled "The Historic District Overlay Zoning Map of the City of Livingston." The properties included in this zoning district are those properties accepted by the United States Department of the Interior for inclusion into the National Register of Historic Places.
2. Amendments to the Zoning Map. The Historic District Zoning Map may be amended from time to time to reflect any changes to the properties on the National Register of Historic Places. Amendment shall be by ordinance of the City Commission.
3. Criteria for Inclusion into Historic District Zone. Only those sites and structures that have been accepted as Historic Places by the National Register of Historic Places may be included in the Historic District Zone.
4. Exclusion of Properties from the Historic District Zone. The Livingston City Commission may eliminate certain properties from the Historic Zoning District, only after following the procedures outlined in Section 30.71 of the Livingston Code of City Ordinances. In such cases, the property shall maintain the zoning classification specified in the underlying a zoning district change is described in the zoning map amendment application.
5. Fees. No fees shall be charged for any petition requesting either inclusion to or exclusion from the Historic District Zone.

(Ord. 1868, 2/2/98; Ord. 1878, 9/21/98)

C. Permitted uses.

1. Any building or structure within the designated historic district may be used for any purpose allowed in the underlying zoning district. Any request for a change in use not permitted as an allowed or conditional use in the underlying zoning district must be submitted to the City Commission as a request for a Conditional Use Permit or a Zoning Map Amendment in accordance with the procedures outlined in this Chapter. If such a Variance or Zone Change is granted by the Livingston City Commission such change shall not have any effect on the designation of the property as a historic district zone.
2. The Historic District designation shall be an overlay zone, and as such shall be in addition to existing zoning designations and the regulations appropriate thereto.

(Ord. 1868, 2/2/98; Ord. 1878, 9/21/98)

D. Historic Preservation Commission (HPC)

1. Establishment of the HPC. In order to carry out the purpose and intent of this Section, the HPC is created. The HPC shall consist of five (5) residents of the City or owners of property within the Historic Overlay District and, inasmuch as possible, shall consist of the following mix:
 - i. Two (2) members with professional expertise in the disciplines of history, planning, archaeology, architecture, architectural history, historic archaeology, or other historic preservation-related disciplines such as cultural geography or cultural anthropology.
 - ii. One (1) locally licensed contractor.
 - iii. One (1) resident knowledgeable about the historical aspects of Livingston.
 - iv. One (1) owner or lessee of property within the historical district.
2. Appointment, Term, Vacancy.
 - i. All appointments to the HPC shall be made by the Chair of the City Commission and approved by the City Commission.
 - ii. The terms of the HPC members shall be for three (3) years.
 - iii. Terms shall be staggered, ensuring at least two (2) of the members have different term-end dates than the other three (3) members.
 - iv. The City Commission may approve changes to term end dates by a simple quorum when necessary to provide for sufficient staggering of term end dates.
 - v. The City Commission may appoint a new member to a vacant position to fulfill the remaining time of the previous member's term. The Commission must re-appoint the position upon its regularly scheduled term end date.
3. Officers, Quorum, Staff.
 - i. The Chairperson shall be elected by the members of the HPC at the first meeting held in each calendar year.
 - ii. A quorum shall consist of three (3) members of the HPC.
 - iii. The Zoning Administrator shall serve as the executive secretary to the HPC and shall perform all staff duties required by this Section.

4. Conflict of Interest. No member of the HPC may vote on any project in which they or any partner has worked or in which they or any partner has any financial interest, including professional fees.
5. Meetings, Notice of Meetings.
 - i. The HPC shall meet as needed to carry out the provisions of this Section. Meetings shall be scheduled by the Zoning Administrator..
 - ii. Requirements for notice of meetings of the HPC shall be determined by the Chairperson in consultation with the City Attorney. Notice of meetings should be calculated to reach all interested and affected members of the community in sufficient time to enable them to participate meaningfully in HPC proceedings. Notice may be achieved by posting, through advertisements in newspapers of general circulation, radio public service announcements, news releases to local news media or any other method deemed necessary and appropriate.
6. Powers and Duties. The HPC shall have the power to:
 - i. Establish criteria for designation of properties as a historic site or district, pursuant to and consistent with the National Register of Historic Preservation criteria;
 - ii. Review and comment upon the conduct of land use, housing and redevelopment, municipal improvement, and other types of planning programs undertaken by city, county, state or federal agencies, as they relate to cultural and historical resources;
 - iii. Establish guidelines to be used by the HPC in reviewing applications for permits to construct, alter, change, modify, remove, or significantly affect any cultural resource;
 - iv. Provide to all interested parties information available on surveys, technologies and funding sources needed to promote cultural resource preservation;
 - v. Provide non-binding recommendations on applications involving alterations to historic resources to the Zoning Administrator . These recommendations shall be advisory and shall not be considered an action on the issuance or denial of variances or building permits.
 - vi. Render advice and guidance upon request of a property owner as to the restoration, alteration, decoration, landscaping or maintenance of any cultural resource designation.

(Amended by Ord. 1692, 7/1/91; Ord. 1868, 2/2/98; Ord. 1878, 9/21/98; Ord. No. 2038, § 1, 3/20/12; Ord. No. 2054, § 1, 4/23/15; Ord. No. 3005, § 2, 4/20/21)

E. Advisory review procedure for exterior alterations and construction

1. Within the Downtown Historic District, all projects affecting the exterior appearance of a building or structure, including work not requiring a building permit, may be submitted for advisory review by the HPC. The HPC may issue non-binding recommendations based on the Secretary of the Interior's Standards for Rehabilitation to advise the Zoning

Administrator in their decision-making. HPC recommendations shall not delay or prohibit permitting decisions.

2. Application Procedure.
 - i. Applications for permits for construction, renovation and/or demolition of any structure within an historic district shall be made to the Zoning Administrator.
 - ii. If an applicant requests design review by the HPC, the Zoning Administrator shall place the application upon the agenda for the next scheduled HPC meeting.
 - iii. The Zoning Administrator shall provide public notice of HPC meetings in accordance with existing City policy and subject to consultation with the City Attorney.
3. Review Criteria. In considering applications for construction, renovation or demolition permits, the HPC shall base its recommendation on whether the proposal therein is architecturally compatible with the buildings, structures and landmarks within the district. Recommendations by the HPC shall be non-binding. No permit or zoning decision shall be denied based solely on HPC input. In applying such standard, the HPC shall consider, among other factors, the following:
 - i. Exterior architectural features, including all signs;
 - ii. General design, scale and arrangement;
 - iii. Texture, material and color scheme;
 - iv. The relationship of exterior architectural features, signage, general design, scale, arrangement, texture, material, and color scheme to other structures and features of the district;
 - v. The purposes for which the district was created;
 - vi. The extent to which the denial of the permit would constitute a deprivation to the owner of a reasonable use of his property;
 - vii. The relationship of the site and siting of any new or reconstructed structure to the landscape of the district.

All recommendations by the HPC shall include a statement of the reasons for such recommendation.

4. Fees. No special fees, other than the appropriate building permit fees, shall be charged to any applicant for construction, renovation, or demolition of any historic structure or any structure located within a designated historic district.

(Amended by Ord. 1692, 7/1/91; Ord. 1868, 2/2/98; Ord. 1878, 9/21/98; Ord. No. 2038, § 1, 3/20/12)

F. Ordinary maintenance and repair.

1. Nothing in this Section shall be construed to prevent the ordinary maintenance and/or repair of any structure when such maintenance or repair does not alter the exterior appearance of the building or structure.

(Ord. 1878, 9/21/98)

G. Hazardous buildings or structures.

1. Nothing in this Section shall prevent the razing or demolition of any building or structure within the historic district which is in such an unsafe condition that it would endanger life or property as determined by the Building Director and/or the Fire Chief in accordance with the provisions of the International Building Code or any applicable Fire Code duly adopted by the City of Livingston. Prior to any such razing or demolition, notice will be provided to the HPC, by the authorizing official, so as to accommodate the documentation of any historic resource that may be lost.

(Amended by Ord. 1692, 7/1/91; Ord. 1878, 9/21/98; Ord. No. 2038, § 1, 3/20/12)

H. Interior arrangement.

1. The Historic Preservation Commission shall not consider or recommend interior building arrangements, renovations, maintenance, or updates if such changes do not impact the exterior of the building.

(Amended by Ord. 1692, 7/1/91; Ord. 1878, 9/21/98)

I. Severability.

1. If any provision of this Section or its application to any person or circumstances is held invalid, the remainder of this Section or the application of this provision to other persons or circumstances is not affected.

(Ord. 1498, 7/19/82; Ord. 1515, 7/6/83; Ord. 1557, 10/21/86; Ord. 1878, 9/21/98; Ord. No. 2038, § 1, 3/20/12)

J. Historic Preservation Officer

1. Establishment of a Historic Preservation Officer (HPO)

In order to carry out the purpose and intent of this Section, the Zoning Administrator shall serve as the HPO.

2. Qualifications

The Zoning Administrator, in their capacity as the HPO, shall have knowledge of or experience in one or more of the following areas: history, planning, archaeology, architecture, architectural history, historic archaeology, or other historic preservation-related disciplines such as cultural geography or cultural anthropology.

3. Duties and Responsibilities

The HPO shall coordinate local historic preservation programs; assist in the development of local surveys, projects, and historic preservation planning documents; advise and assist the HPC, government agencies, and the public; and ensure, to the extent practicable, that the duties and responsibilities delegated to the Certified Local

Government (CLG) by the State Historic Preservation Office (SHPO) are satisfactorily carried out.

4. Advisory and Administrative Capacity

The HPO shall exercise full administrative authority to review and decide historic preservation matters in accordance with this Code. Historic preservation review decisions are a normal duty of the HPO and shall be issued administratively. Appeals of such decisions may be made as provided in the appeal procedures of this Code.

(Ord. 1692, 7/1/91; Ord. 1868, 2/2/98; Ord. 1878, 9/21/98; Ord. No. 2038, § 1, 3/20/12)

Sec. 30.44.2. Livingston Heritage Overlay Zoning District

A. Purpose and Intent.

1. The Livingston Heritage Overlay (LHO) Zone is meant to protect and enhance Livingston's architectural character, celebrate its cultural and natural heritage, and ensure context-sensitive growth at community gateways and in other historically or culturally important areas outside of the Historic Overlay Zoning District.

B. This Section provides policies and standards for the design of buildings in the LHO Zone. In general, they focus on promoting buildings that will be compatible in scale and appear to "fit" in the community by using materials and forms that are a part of Livingston's design traditions.

C. Applicability of the Building Design Standards. The standards and requirements found in this Section shall apply to any commercial and/or industrial project that requires a building permit within any adopted LHO Zone.

D. Objectives for Building Design.

1. Achieve High Quality Design. Buildings in the overlay zone shall convey a high quality of design, in terms of their materials and details, as well as through a consistent organization of forms and elements. This quality shall establish a standard for design throughout the community.
2. Reflect the Design Traditions of Livingston. Buildings shall reflect the design traditions of the region, in terms of building and roof forms. Distinctive roof forms are a key part of this tradition. Sloping roofs, in gable, hip and shed varieties are historical precedents to promote and they also help reduce the apparent bulk of larger buildings and help to shed snowfall. Flat roofs with varied parapet lines and cornices are also a part of the City's design traditions and shall be encouraged. Buildings that appear to be in scale with those seen traditionally also shall be encouraged. Where a new building would be larger than those existing in the area, it shall establish a transition in scale, to reduce the impact of building scale on the adjacent property, as well as on the neighborhood.
3. Promote Buildings that fit with the natural setting. Structures shall be sited to fit with the land and incorporate colors seen in the natural setting.

4. Promote Buildings that Reflect Pedestrian Scale. Structures shall demonstrate pedestrian friendly designs that relate to the adjoining public streets, sidewalks, and spaces.
- E. Building and Topography.
1. Policy. A building shall respect the natural topography of the site.
 2. Standards. Step a building foundation to follow the slope of the site when feasible. In general, an exposed building foundation shall not exceed three (3) feet in height, except by discretion of the Zoning Administrator.
- F. Building Character.
1. Policy. Buildings shall reflect the regional urban character.
 2. Guideline.
 - i. Designs that draw upon regional design traditions are preferred. Standardized "franchise" style architecture will be strongly discouraged by following these standards.
 - ii. Higher density buildings are encouraged with mixed-use multi-story buildings and shared parking.
 - iii. Incorporating smaller retail shops facing the street is encouraged.
 - iv. Secondary buildings on a site should be placed around the perimeter of the site to visually shield the public from the parking areas.
 - v. Where possible main entrances should face away from the prevailing winds.
 - vi. Buildings should have multiple entrances to minimize the distance from parking spots to the building.
 - vii. If present on site, wildlife corridors shall be included in the site plan.
 - viii. On site generation of electricity using renewable energy is highly encouraged.
 - ix. The primary entrance to a building shall have a human scale. A one (1) story element at the building entrance to help establish a sense of scale shall be provided.
 - x. Where no windows or other obvious indication exists, the position of each floor in the external skin design of a building shall be expressed to establish a human scale.
 - a. Use belt courses or other horizontal trim bands of contrasting color and materials to define floor lines.
 - b. Articulate structural elements, or change materials as a method of defining floors.
 - xi. Building materials that help establish a human scale shall be utilized.
 - a. For example, use brick in a standard module to express a human scale.
 - b. Avoid using large surfaces of panelized products or featureless materials.
 - c. A large surface of stucco or similar material that lacks articulation or detailing shall not be allowed.

- d. The mix of exterior materials should form a cohesive design package. One (1) material and color should be chosen for eighty (80) percent of the building, with accent materials and colors used to articulate openings, building foundations and roof terminations.
- xii. New construction shall relate to adjacent residential and historic resources. Where a new project abuts a residential neighborhood or a historic structure, step the building down at the property edge to minimize abrupt changes in scale, or increase side yards to reduce the impact.

G. Primary Building Entrance.

- 1. Policy. The primary entrance of a structure shall orient to a street, major sidewalk, pedestrian way, plaza, courtyard or other outdoor public space.
- 2. Standards.
 - i. The main entrance shall be designed to be clearly identifiable.
 - a. A sheltering element such as a canopy, awning, arcade or portico shall be provided to signify the primary entrance to a building.
 - b. Where more than one (1) user shares a structure, each individual entrance shall be identified.
 - c. Customer amenities such as seating areas, coffee shops, customer service stations are encouraged to be located near the main entrance.
 - d. Shopping cart storage at the entrance, either outside or in the vestibule of the building is encouraged to be avoided.
 - ii. The primary entrance of a building to face a street, plaza or pedestrian way.
 - a. Focusing an entrance toward a parking lot without also addressing the street is inappropriate.
 - b. If the building is adjacent to a street "double-fronted" design providing an entrance to parking and to the street is required. That is, provide a door to the street and another to the parking lot.
 - c. A transitional area, including landscaping, between the parking lot and entrance to the building shall be provided. Consider locating a pedestrian plaza at the entrance; this may be enhanced with streetscape furnishings.

H. Street Level Interest.

- 1. Policy. When a building is located close to a street or walkway, it shall be designed to provide interest to pedestrians. For example, commercial buildings with storefronts are of interest to passersby. Such features encourage pedestrian activity and shall be used whenever feasible. The overall mass of a building shall appear to be in scale with buildings seen traditionally. This will help new structures fit with the Livingston context. At the same time, newer structures may be larger than those seen before; they shall simply be articulated in their form and materials such that they convey proportions that are similar to those seen traditionally.
- 2. Standards.

- i. Develop the street level of a building to provide visual interest to pedestrians. All sides of a building shall include interesting details and materials to avoid presenting a "back side" to neighboring properties. A large expanse of blank wall is not permitted on any street-oriented facade.
- ii. All building walls located within ten (10) feet of a public sidewalk shall have a minimum of sixty (60) percent coverage of wall square footage with ground floor windows.
- iii. Loading docks, trash collection areas, outdoor storage, and similar facilities must be incorporated into the overall design of the building. Loading docks, trash collection areas, outdoor storage, and similar facilities must be shielded from view from adjacent properties and public rights-of-way with screening such as fencing, landscaping or walls.

I. Building Mass and Scale.

- 1. Policy. A building shall appear to have a "human scale." In general, this can be accomplished by using familiar forms and elements that can be interpreted in human dimensions, as noted throughout this Section, e.g., "small details/visible to pedestrians."
- 2. Standards. In order to reduce the visual impacts of building scale, each major building project shall provide all of the following:
 - i. Divide a building into visual modules that express dimensions of structures seen traditionally.
 - ii. Buildings shall employ all of the following design techniques:
 - a. Change material or color with each building module to reduce the perceived mass;
 - b. Change the height of a wall plane or building module;
 - c. Change roof form to help express the different modules of the building mass; and
 - d. Change the arrangement of windows and other facade articulation features, such as columns or strap work that divide large wall planes into smaller components.
 - e. Large expanses of plate glass shall be avoided by breaking up window arrays with mullions. Repletion and patterns of windows shall be used to create interest.
 - f. On multi-story walls, windows shall be placed in courses that reflect potential interior floors. Upper windows shall be coordinated vertically with windows below.
 - g. Secondary uses or departments including pharmacies, photo finishing/development, snack bars, dry cleaning, offices, storage, etc. should be oriented to the outside of the building by projecting them outward or recessing them inward. This includes providing the individual uses with separate entrances and windows facing the outside of the building.

- iii. Express facade components in ways that will help to establish a human scale (details oriented towards pedestrians).
 - a. Establish a pattern and rhythm on exterior walls to establish a human scale;
 - b. Windows, columns and other architectural treatments used repetitively can create this effect;
 - c. Using windows and doors that are similar in scale to those seen traditionally also can help establish a human scale;
 - d. Also, recess these elements, even if slightly, and articulate them with headers, sills, columns and/or mullions.
 - e. If possible, windows such that exterior views of the mountains are framed by users of the building are highly encouraged.

J. Roof Form.

- 1. Policy. The primary roof form of a structure shall help reduce the perceived scale of the building. For that reason, sloping roofs shall be used in most contexts. These also will help the building fit into the mountain backdrop. Varied roof forms in the appropriate context are also encouraged.
- 2. Standards.
 - i. Using sloping roof forms to reduce the perceived scale of a building is encouraged.
 - a. Varying roof forms is encouraged.
 - b. Providing variety in ridgeline height is encouraged.
 - c. Rooftop mechanical equipment shall be screened from view from adjacent public rights-of-way. Rooftop solar panels are excluded from this requirement but may not reflect sunlight or create glare onto neighboring properties or rights-of-way.
 - ii. All roof forms shall have no less than two (2) of the following features:
 - a. A flat roof with parapet;
 - b. A cornice or molding to define the top of a parapet;
 - c. Overhanging eaves;
 - d. Sloping roofs with a minimum pitch of 6:12;
 - e. Multiple roof planes.

K. Signage.

- 1. Policy. Signage shall be sensitive to the natural surroundings and shall not detract from the overall visual design of the site. Because signage can easily become the focal point of a development, it will be important within this overlay zone to keep signage as minimal and unobtrusive as possible.
- 2. Standards.
 - i. Free standing and monument signs will be constructed of materials and contain details which match those of the building being advertised.

- a. Use brick, wood or stone facades on signage structures to help them blend into and match the site;
 - b. Simulate architectural details of the building, such as colors, textures, and geometric forms, in designing sign structures.
 - ii. Signs that detract from the site design of a development shall be avoided. The use of internally backlit signs will not be allowed. Spotlighting or other lighting methods shall be explored.
 - iii. Landscaping shall only be required for monument signs in overlay districts
- L. Design Standards Administration. The building design standards and review procedures contained herein shall apply to all property within the LHO Zoning District, which has been mapped on the City's Official Zoning Map. All new construction, exterior remodels and additions to existing buildings within the LHO Zone will be subject to the following application and review process:
 - 1. Application Submittal Requirements.
 - i. Site Plan Review (SPR) is required for all new buildings and any additions to existing buildings that increase the square footage more than 50%.
 - ii. A site plan and other detailed drawings, including, but not limited to, building elevations indicating exterior materials, colors and necessary architectural details required to determine compliance with this Section, shall be submitted to the Planning Department along with the required application fee.

(Ord. 1974, 9/5/07; Ord. No. 3003 , § 1, 4/6/21; Ord. No. 3021 , § 1, 11/16/21)

Sec. 30.45. Planned Unit Development (PUD).

- A. Intent. The Planned Unit Development (PUD) is a zoning district intended to encourage more efficient use of land and public services than is generally attainable under standard zoning application. Conventional area and density requirements are replaced by application of the PUD district to lands upon which an approved plan becomes the basis for control of land development. By allowing for context sensitive design that conforms to topography and minimizes site impacts, PUD zoning encourages clustered development, diverse housing types, mixed land uses, and natural resource preservation.
- B. To achieve the stated intent, a PUD shall further a majority of the following objectives:
 - 1. Protect natural and cultural resources
 - 2. Encourage open space and recreational areas beyond the minimum subdivision requirement.
 - 3. Promote a more effective use of land than the base zoning district would allow, resulting in clustered development and a more condensed network of utilities and streets
 - 4. Encourage mixed uses in new developments as a means to improve convenience and access to daily necessities by area residents.

5. Reduce vehicular trip generation through mixed use development and enhanced multi-modal connectivity
6. Encourage affordable/ workforce housing development
7. Support the adopted City of Livingston Growth Policy

C. PUD Minimum Size and Allowed Uses

1. The proposed PUD must be a minimum of 0.5 acres in size and all land must be under a single ownership/ entity at time of application submittal.
2. PUDs are only allowed in the following zoning districts: R-II, LMU, HMU, CBD and GC. All PUDs shall include residential uses.
3. Commercial Uses: Commercial uses in PUDs that are not allowed by-right in the base zoning district must be appropriately scaled and compatible with other uses in the proposed development and with respect to the surrounding neighborhood. Commercial uses should be located, designed and operated to serve primarily the needs of residents within the PUD and secondarily persons residing outside the PUD. Commercial development within the PUD may require Site Plan Review prior to issuance of a building permit for commercial use structures.
4. Industrial Uses: Light Industrial uses may be allowed in the PUD district, provided they are appropriately scaled and compatible with the proposed development and with respect to the surrounding neighborhood. Light Industrial development within the PUD may require Site Plan Review prior to issuance of a building permit for structures related to the Light Industrial Use. Heavy Industrial uses are not allowed in a PUD.

D. Developer Incentives and Public Benefits

1. Guidelines. The table below identifies the Public Benefits the City seeks to encourage for inclusion in PUDs and the specific Developer Incentives that shall be granted when a Developer provides one or more of the listed Public Benefits. Provision of a qualifying Public Benefit guarantees the corresponding Developer Incentive, subject only to the maximum limits identified in subsection (i) below.

DEVELOPER INCENTIVES	PUBLIC BENEFITS
1. Residential Density Bonus	A. 10% deed restricted Affordable Housing units (min. 2 units)
2. Height Increase	B. Deed restricted Affordable Housing units at or below 60% AMI
3. Waived Impact Fees	C. 10% reduction in vehicular trips to be generated by the PUD
	D. Open Space area is at least 20% of PUD
	E. Commercial Uses in at least 5% of total building floor area

i. Developer Incentives

- a. Increased Residential Density- 10% increased density over base zoning district for each public benefit provided by developer; maximum 25% overall density increase allowed
 - b. Increased Height- Developers shall be permitted additional building height when providing the associated Public Benefit. Height increases are only allowed in the R-II and LMU zoning district, up to a maximum of 40 feet.
 - c. Waived Impact Fees- Developers providing deed-restricted Affordable Housing units at or below 60% AMI shall receive a waiver of impact fees on a 1:1 basis for each such unit. This incentive applies only to Affordable Housing units at or below 60% AMI and does not extend to other Public Benefits.
- ii. Public Benefits- each of the below benefits counts as a single benefit
 - a. Affordable Housing- must be deed restricted to qualify for developer incentives (minimum 2 affordable units per project)
 - a) Affordable Housing is based on the Area Median Income (AMI) for Park County.
 - b) The AMI is set annually for Park County by the U.S. Department of Housing and Urban Development.
 - c) Affordability for Renter-Occupied vs. Owner-Occupied housing units will be determined based on the AMI in place at the time the PUD is approved at a public hearing. Affordability thresholds will be listed on the PUD application form.
 - d) All Affordable housing units must be substantially similar in design, location and amenities as market rate units.
 - b. Reduced vehicular trips- 10% reduction of vehicular trips generated by the PUD resulting from design, uses, multi-modal transportation facilities, etc.
 - c. Increased Open Space - 20% or more of PUD area must be dedicated public open space.
 - d. Commercial Uses- A minimum of 5% of total building floor area in the PUD must be dedicated to commercial uses.
- iii. Formula for Incentives and Public Benefit Allocation:
 - a. Residential Density Bonus - a Developer may provide one of the below public benefits to obtain a 10% residential density increase over what the base zoning district allows; maximum total density increase allowed is 25% above the base zoning district
 - a) Affordable Housing
 - b) Reduced Vehicular Trips
 - c) Increased Open Space

- d) Commercial Uses
 - b. Height Increase- one-time only bonus; may be obtained by providing any of the below benefits
 - a) Affordable Housing
 - b) Reduced Vehicular Trips
 - c) Increased Open Space
 - d) Commercial Uses
 - c. Waived Impact Fees- Awarded on a 1:1 basis
 - a) Affordable Housing unit at or below 60% AMI.
NOTE: Affordable Housing units at or below 60% AMI will qualify for the Waived Impact Fees as well as count toward the total number of Affordable Housing Units needed to obtain Residential Density Bonus
- 2. Limitations on Developer Incentives.
 - i. A height bonus is only allowed in the R-II and LMU zoning districts. A height bonus may only be awarded once for a maximum height of 40 feet in the PUD.
 - ii. The increased residential density bonus may be awarded more than one time; however, the total increased residential density bonus shall not exceed 25% above the residential density allowed in the base zoning district.
 - iii. The incentive received for Commercial Use Floor Area public benefit is limited to a one-time award. A list of all commercial uses to be allowed in the PUD (per Table 30.40) must be submitted with the PUD application and included in the final Development Agreement for the approved PUD. For Live/Work units, only the floor area of the 'Work' portion of the use is counted as commercial use.
- 3. Multi-Phased Development.
 - i. For affordable/ workforce housing: The maximum allowed price of a dwelling unit will be determined by the AMI levels at the time of PUD phase commencement.
 - ii. Developer bonus(es) must be implemented concurrently with the corresponding public benefit (i.e. the public benefit provided to achieve the bonus).
- 4. Cash-in-Lieu and Financial Guarantees of Public Benefits
 - i. For Phased PUDs: At the City's discretion, a financial guarantee may be accepted for provision of a public benefit in a future phase in lieu of concurrent implementation of the benefit with the corresponding developer bonus.
 - ii. For the Increased Open Space public benefit: At the City's discretion, cash-in-lieu may be accepted for the fair market value of some or all of the required open space to allow the City to fund open space or recreational amenities in an alternate location. If the open space includes multi-modal transportation infrastructure that is being used to demonstrate a Trip Reduction public benefit, cash-in-lieu is not allowed.

E. Application Procedures

1. A Pre-Application meeting is required with city staff at least 30 days prior to submittal of the PUD application.
2. Prior to submittal of the application, the applicant must notify landowners of the proposed PUD zoning within 300 feet of the PUD external boundary and provide a method by which surrounding landowners may offer comments on the proposal. All comments received must be included in the PUD application.
3. Application Submittal requirements- each application for PUD zoning shall contain the following material:
 - i. Completed City of Livingston PUD Application form; see application form for detailed submittal requirements. Where a PUD also involves a subdivision of land, it shall also meet the application requirements of the Livingston Subdivision Regulations.
 - ii. All applicable fees.
 - iii. A listing of each deviation or class of deviation from the base zoning district and a justification for the deviation.
 - iv. A listing of each deviation or class of deviation from the City's Subdivision Regulations (if a subdivision is proposed), the City's Public Works Design Standards and Specifications, and a justification for the deviation.
 - v. Project Narrative or other convincing and persuasive demonstration that the proposed PUD will implement goals and strategies of the adopted Livingston Growth Policy.
 - vi. The PUD plan shall identify the existing zoning of the area within the proposed PUD district and the zoning of all parcels surrounding or immediately adjacent to the proposed PUD.
 - vii. Operation and Maintenance for private facilities for common use of PUD residents as well as for facilities that will be available for use by the general public (if applicable).
 - viii. For multi-phase projects where components are proposed which may not be built for many years, future phases may show conceptual street designs, proposed park and open space areas, trail concepts, proposed residential density, housing types and commercial areas. Where a multi-phased PUD involves a subdivision of land, the applicant shall submit an overall phased development preliminary plat per MCA 76-3-617.
 - ix. Other information, plans and details that the city staff, , Consolidated Land Use Board and/or City Commission may request to fully evaluate the development proposal and its impacts and conclusively demonstrate how the review criteria listed below will be met.

F. Public Review Process

1. Work Session. A public work session is required to be held on a proposed PUD plan prior to any public hearing. The work session is intended for informational purposes only to inform both the public, the Land Use Board, and the City Commission about the various

aspects of the project. It is not intended to be a public hearing and the Land Use Board, and City Commissioners shall not ask questions, provide comments or take formal action on the PUD application. All owners of property within 300 feet of the proposed PUD shall be invited to this work session. An invitation to the work session may be included within the formal public hearing notice or it may be sent separately.

2. Zoning Review. The Land Use Board, acting as the Zoning Commission, will review the application, hold a public hearing and make a recommendation to the City Commission to approve, approve with conditions, or deny the application. The review procedure for PUD zoning will follow Article VIII of this Chapter for amendments to city zoning ordinance and zone change. Review of the proposed PUD will be based on the statutory provisions of MCA 76-2-304 and the following evaluation criteria:
 - i. The proposed PUD supports the adopted Growth Policy with respect to applicable density and use goals, objectives and/or strategies identified in the Growth Policy.
 - ii. The proposed deviations from the underlying zoning requirements will not adversely affect the public and/ or the surrounding neighborhood.
 - iii. Uses with varying intensities are effectively buffered, both within the PUD and between the PUD and the surrounds.
 - iv. Action by the Zoning Commission.
 - a. The Zoning Commission shall hold a public hearing on the application pursuant to LMC Section 30.71.
 - b. The Commission shall submit its recommendations to the City Commission regarding the PUD rezoning request based on the review criteria under 2.a-c in this Section.
 - c. The Zoning Commission may recommend the City Commission approve, approve with conditions, or deny the application.
3. Planning Review. The Land Use Board, acting as the Planning Board, will review the application, hold a public hearing and make a recommendation to the City Commission to approve, approve with conditions, or deny the application. Where a PUD also involves a subdivision of land, it shall follow the process called out in the Livingston Subdivision regulations (Chapter 28), including preliminary plat approval timelines. Review of the proposed PUD will be based on the following evaluation criteria:
 - i. The proposed PUD supports the adopted Growth Policy with respect to applicable density and use goals, objectives and/or strategies identified in the Growth Policy.
 - ii. The proposed departures from the adopted the City of Livingston Public Works Design Standards and Specifications and/ or subdivision regulations (if applicable) will not adversely affect the public and/or surrounding neighborhood.
 - iii. The PUD will establish effective connections within the PUD and to the surrounding transportation network.

- iv. The size and type of parkland and open space and demonstration of its adequacy for the land use, densities and dwelling types proposed in the PUD, as well as the proposal for maintenance and conservation of these areas.
- v. The PUD will not adversely impact the natural environment, critical wildlife and habitat, agriculture, public health and safety, and local services.
- vi. Action by the Planning Board
 - a. The Planning Board shall hold a public hearing on the application and submit its recommendations to the City Commission regarding the PUD based on the review criteria under 3.a-e in this Section.
 - b. The Planning Board will review the PUD Plan and, after holding a public hearing, make a recommendation to the City Commission to approve, conditionally approve or deny the PUD.
 - c. Where a PUD involves a subdivision of land, the review will be as directed by Chapter 28 of Livingston Municipal Code. Any deviations from the Subdivision Regulations in Chapter 28, or the City of Livingston Public Works Design Standards and Specifications, will only be allowed through the Variance process contained in Chapter 28 of the Livingston Municipal Code.
- 4. Action by the City Commission. Upon receiving recommendations from the Land Use Board (acting as the Zoning Commission and Planning Board), the City Commission will review and approve, approve with conditions, or deny the PUD application and any applicable Preliminary Plat. The City Commission may conduct the first reading of the zoning ordinance amendment required for a PUD at the same meeting during which the preliminary PUD plan is approved.

G. Preparation and Filing of Final PUD.

- 1. Upon approval of the PUD by the City Commission, the property owner shall proceed with the preparation of the Final PUD plan.
- 2. The Final PUD Plan must include a Statement of Standards that describes the specific uses, development standards, deviations from the underlying zoning standards, completion schedule, and conditions of approval. This Statement of Standards shall be approved as to form by the City Attorney, and upon review and approval by the Zoning Administrator, recorded in the land records of Park County.
 - i. The Final PUD plan shall incorporate all the conditions imposed by the City Commission at the time of approval of the preliminary plan.
 - ii. The applicant shall submit three signed copies of a Final PUD Plan and other documents as required by the conditions of approval to the Planning Department. The applicant must also submit a draft PUD Agreement between the City and the developer(s) for review by the City Attorney. The PUD Agreement must bind the developer, his or her successors, heirs and assigns to the terms and conditions of the PUD. Upon approval by the Zoning Administrator, a signed copy of the plan shall be returned to the applicant, a signed copy shall be retained on file in the County Clerk and Recorder's office and a signed copy shall be kept on file with the Planning Department.

- iii. All PUD documents required under the conditions of approval shall be submitted to the Planning Department in a timely fashion following approval by the Commission but in no case shall a building permit be issued until the final PUD plan has been submitted and approved and the PUD agreement has been executed. For PUDs where a subdivision is required, the final plat shall be filed once construction is completed in accordance with LMC Chapter 28 Subdivision Regulations.

H. Amending an Approved PUD.

1. Once approved, a PUD may be amended by the developer(s). Proposed amendments shall be submitted to the Zoning Administrator to make one of the following findings:
 - i. The change(s) is deemed minor in scope and may be granted or denied administratively by staff with or without conditions; or
 - ii. The change(s) is deemed substantial, in which case the amendment(s) is forwarded to the City Commission for consideration and final action.
2. Any determination made administratively by the Zoning Administrator is appealable to the City Commission.
3. No later than 30 days after the notice of noncompliance is delivered, the landowner and/or developer may submit a written request for time extension from the City Commission. Said request shall set forth a proposed completion schedule and/or new timetable for installation of the improvements. The Commission may grant one or more extension(s) but each extension is a matter of grace which, if approved, may be subject to additional conditions imposed by the Commission which may be deemed necessary to address issues that have arisen due to the lapse in time.
4. The City shall not initiate any amendment to the PUD before the completion of the approved PUD as long as development is in substantial conformity with the approved PUD and proceeding in accordance with the time requirements imposed therein by the completion schedule.

I. Abandonment or Expiration of PUD.

1. The Zoning Administrator shall monitor the PUD for compliance with the completion schedule set forth in the approved Final PUD Plan and to assure that all improvements have been made in accordance with the approved Plan.
2. The following procedures apply if the PUD fails to comply with the approved completion schedule:
 - i. For PUDs that do not include a subdivision of land:
 - a. If a PUD project falls out of compliance with its approved completion schedule, or the landowner and/or developer does not submit annual progress updates to the Zoning Administrator, a notice of noncompliance with the completion schedule shall be delivered in writing by certified mail to the landowner and/or developer.
 - b. Abandonment shall be deemed by the City Commission to have occurred when the landowner/developer is deemed to be out of

compliance with the approved completion schedule and has failed to secure an extension as provided for under H.3 of this Section.

- c. Upon the abandonment of a development authorized under this Section, the City Commission shall direct the Zoning Administrator to do the following:
 - a) If a portion of the PUD site was developed in accordance with the Final PUD Plan, the PUD approval conditions and any associated requirements cited in the Final PUD Plan shall stay in force for that portion already developed; and
 - b) For that portion of the PUD which was not developed under the approved terms, the provisions of the PUD shall lapse and the site shall revert back to the base zoning district in place prior to approval of the PUD District.
- ii. PUDs which include a subdivision of land:
 - a. A PUD involving a subdivision of land shall not obtain Final Approval until the Final Plat is filed in accordance with Chapter 28 for Subdivisions.

(Ord. No. 3043 , 11/7/23)

Sec. 30.46. Site Plan Review.

- A. Site Plan Review (SPR). All development proposals on a parcel or parcels under a single ownership and meeting any of the following criteria require SPR:
 - 1. Ten (10) or more dwelling units.
 - 2. Ten-thousand (10,000) or more gross square feet of commercial or industrial floor area.
 - 3. Ten-thousand (10,000) or more square feet of outdoor storage area.
 - 4. Twenty (20) or more parking spaces.
 - 5. Any addition to an existing use that meets any of the above criteria.
- B. Building Permit. No building permit shall be issued nor will any work of any kind commence until the SPR application has been approved in writing by the Zoning Administrator.
- C. Application. All SPR applications shall be submitted to the City of Livingston Planning Department. All Site Plan applications shall be consistent with the submittal requirements listed below.
- D. Submittal requirements. All items listed below shall be submitted to the Planning Department with any SPR application. The items listed are the minimum submittal requirements. The Planning Department may request additional information as deemed necessary to evaluate the application based on the SPR Criteria.
 - 1. General Information.
 - i. Completed Application form.
 - ii. Vicinity map including adjacent roads and zoning on adjacent parcels.
 - iii. Engineering design report.
 - iv. A copy of the most recent plat.

- v. Proposed uses of all structures on the site.
 - vi. Number and density of proposed dwelling units (if applicable).
- 2. Project-Specific Information. Specific submittal requirements for each item shall be listed in the City of Livingston Site Plan Application, Public Works Design Standards and Specifications Policy, City Ordinances, or referenced document. Site plans shall be appropriately divided into separate sheets to ensure legibility of the documents.
 - i. Boundary of the parcel with complete dimensions and topographic lines.
 - ii. Project phasing line (if applicable).
 - iii. Parcel size in square feet.
 - iv. North arrow and required legends.
 - v. Scale of between 1 inch to twenty feet (1":20') and one inch to one hundred feet (1":100')
 - vi. Location and width of all on-site and adjacent rights-of-way.
 - vii. Street Design conforming to the City's Public Works Design Standards and Specification Policy.
 - viii. Grading and drainage plan conforming to the City's Public Works Design Standards and Specifications Policy.
 - ix. Location of all proposed structures on site, with the distance of all structures to the property lines labeled and the square footage of the structures listed.
 - x. Building plans including:
 - xi. Location and design of any fences or walls.
 - xii. Landscaping plans.
 - xiii. Parking plans.
 - xiv. Location of site ingress and egress.
 - xv. Lighting plan conforming to the requirements of Article XI of this Chapter.
 - xvi. Location and size of trash enclosures and associated screening.
 - xvii. Utility plan.
 - xviii. Sign plan.
 - xix. Copies of FEMA FIRM maps if any of the site is located within the 100-year floodplain.
- 3. Additional plans and studies.
 - i. A traffic impact study if determined to be required by the City of Livingston Public Works Department.
 - ii. A flood study if determined to be required by the City of Livingston Floodplain Administrator.
 - iii. A letter from the State Historic Preservation Office (SHPO), if determined to be required by the City Historic Preservation Officer, inventorying historic and cultural resources on the site and plans to preserve any identified historic and cultural resources.
 - iv. All required local, state, and federal permits associated with the site plan application.

- E. Applications with required supporting data and applicable filing fees shall be filed with the City Planning Office. Application review will not commence until all required documents and fees have been submitted.
- F. The filing fee for SPR shall be set by separate Resolution.
- G. The SPR application shall be reviewed by the Zoning Administrator. The Zoning Administrator shall consult with local, state, and federal agencies as deemed necessary to evaluate the impact of the site plan proposal on the SPR Criteria as listed in this Section.
- H. Criteria
 - 1. Relationship of the Site Plan elements to conditions both on and off the property.
 - 2. Conformance with the City of Livingston Zoning Ordinance, including cessation of any current violations.
 - 3. Conformance with applicable City of Livingston Ordinances and plans.
 - 4. The safety of vehicular, bicycle and pedestrian ingress and egress.
 - 5. Provision for utilities.
 - 6. Conformance with the City's Public Works Design Standards and Specification Policy.
 - 7. Historic preservation.
 - 8. The impact of the proposal on surface and ground water, including floodplains, wetlands, and source water protection zones.
 - 9. The impact of the proposal on wildlife and the natural environment, including disruption of habitat, migration corridors, and protected species.
 - 10. Adequacy of mitigation measures to protect sensitive environmental areas.
 - 11. Open space
 - 12. Landscaping and screening
 - 13. Loading and unloading areas.
- I. Conditions of Approval. The Zoning Administrator may require conditions of approval as deemed necessary to ensure the site plan meets the criteria listed in this Section. A Certificate of Occupancy shall not be granted prior to the completion of all SPR conditions of approval.
- J. Amendments to Approved Site Plans. Any amendment or modification of an approved Site Plan shall be submitted to the Planning Department for review and possible approval.
- K. Violations and Civil Penalty. Any work performed contrary to the approved site plan shall not be permitted, a stop order will be issued and all work will cease until the violation is either removed or made to conform with the site plan at the applicant's expense. A violation may be punished by a civil penalty not to exceed five hundred dollars (\$500.00) for each day the violation is allowed to continue and each day shall be deemed a separate violation.

(Ord. 1870, 4/20/98; Ord. No. 3004, § 1, 4/6/21; Ord. No. 3005, § 2, 4/20/21)

Article V. Supplementary General Requirements

Sec. 30.50. Signs.

- A. Intent. The intent of this Section is to provide standards for erection, design and placement of all signs and sign structures. Design standards are established to achieve the proper relationship of signs to their environment, enhance the outward appearance of the community as a whole, secure pedestrian and vehicular safety, preserve the historic aspects of the City of Livingston and promote the conservation of energy by regulating lighted signs.
- B. General.
 - 1. Nothing in this Section shall be interpreted as prohibiting or excluding such signs as are required by law. This includes legal notices and advertisements prescribed by law or posted by any lawful officer or agent.
 - 2. Any sign which is readily visible from the public right-of-way in an exterior window of a building, whether on the external or internal side of the window, shall be regulated by the provisions of this Section. Temporary signs are excluded, however, no single temporary sign shall exceed six (6) square feet in size, and the total of all such temporary signs shall not exceed fifty (50) percent of the transparency of the window in which they are visible.
 - 3. All signs as permitted by this Section shall be maintained by the owner and kept in good repair and shall be painted and repaired at reasonable intervals. The surface of the ground under and about any sign shall be kept clear of weeds, rubbish and flammable waste material.
 - 4. All signs shall be designed and constructed in accordance with the Uniform Sign Code.
 - 5. A building permit must be obtained by the person who is erecting the sign prior to the construction of any sign, except for those signs listed in subsection E of this Section.
 - 6. Signs not in use by reason of change of occupancy or use by vacation of the building shall be removed within thirty (30) days of such change by the owner of the sign, or the owner of the property. The City has the option of removing such sign at the end of the thirty (30) day period after giving fifteen (15) days' written notice by certified mail to the owner, and upon such removal, the full charges of removal shall constitute a mechanic's lien against the real property enforceable pursuant to State law.
 - 7. All existing signs that have been constructed pursuant to City sign permits and variances through the official date of the ordinance codified in this Section (Ord. 1749 effective date, October 20, 1993) shall be grandfathered and do not have to conform as to the height, size or prohibited signs subsections of this Section. Other provisions of this Section shall apply to existing signs. Grandfathered signs which are voluntarily modified must meet all requirements of this Section. Signs which have previously been granted variances may continue to exist within the parameters of those variances.
 - 8. The Zoning Administrator shall be responsible for the enforcement of this sign ordinance.

9. All buildings with more than one (1) business occupant must submit to the Zoning Administrator a master signage plan which identifies the number and location of all potential signs on the property before any sign permits may be issued. For properties located in the Downtown Historic District, this master plan will be submitted to the Historic Preservation Commission. Any deviation from an approved master plan must be approved by the appropriate body prior to permit issuance.
10. Pre-existing multi-occupant buildings will not be issued any new sign permits until a master plan is approved by the appropriate body.
11. Any sign variance issued to multi-occupant property shall constitute an amendment to that property's signage master plan.
12. All signs located in the Historic Preservation District must comply with the requirements of this Section.

C. Prohibited Signs.

1. No animated signs shall be erected in any zoning district, except time and temperature signs which may be erected in the Central Business District only and existing lighted signs in the Downtown Historic Preservation District which flash, chase, move, revolve, rotate, blink, flicker or vary in intensity or color; however, such lights must be turned off when the business is closed. Only time and temperature shall be animated.
2. No revolving sign may be permitted in any district.
3. No billboard sign shall be erected in any zoning district.
4. In the Central Business District Zoning District, no backlit signs are allowed.
5. Visibility at Corners, Alleys and Driveway Approaches. On the street side of all lots where an alley or driveway enters the street right-of-way, and on all corner lots, a triangular clear vision zone shall be maintained. The zone shall measure ten (10) feet into the lot, as measured from the edge of the sidewalk nearest the property line, and twenty (20) feet parallel to the street measured from the edge of any alley, driveway or street corner along the edge of the sidewalk nearest the property line. No structure of any kind over three (3) feet in height shall be erected or maintained within the above defined clear vision zone. If no sidewalk exists, the point of reference for all measurements shall be determined by the Building Official.
6. Notwithstanding any other provisions contained in this Section, no free-standing sign shall be erected or maintained upon any spire, chimney, cupola, water tank, water tower, radio aerial or television antenna.
7. No sign shall be erected on any property without the express permission of the occupant, owner, lessee or any authorized agent thereof.
8. No sign shall be erected in such a manner that a portion of the sign or their supports are attached to or will interfere with the free use of any fire escape, exit, or standpipe, or obstruct any required stairway, door, ventilator or window.
9. No sign shall be attached to any tree.
10. Menu boards are not permitted on any property other than that occupied by a restaurant-type business.

11. No portable and/or trailer-mounted signs shall be allowed.
- D. Signs Allowed in All Districts Without a Permit. The following signs are permitted in all zoning districts and will not require a permit:
1. Signs advertising the sale, lease or rental of the premises upon which the sign is located, which do not exceed twelve (12) square feet in area, except in all residential districts where the area of the sign shall not be more than six (6) square feet. Only two (2) such signs shall be allowed on any one (1) property;
 2. Signs bearing only property numbers, post box numbers, names of occupants of premises or other identification of premises not having commercial promotion;
 3. Flags and insignia of the government except when displayed in connection with commercial promotion;
 4. Legal notices: identification, information or directional signs erected or required by governmental bodies;
 5. Integral decorative or architectural features of buildings, except letters, trademarks, moving parts or moving lights;
 6. Signs directing and guiding traffic and parking on private property, but bearing no advertising matter;
 7. Detached bulletin boards, provided such sign is no greater than fifteen (15) square feet and located not less than ten (10) feet from the established right-of-way line of any street or highway and does not obstruct traffic visibility at street or highway intersections;
 8. Construction information signs, providing the signs are removed immediately following final completion of construction;
 9. Non-illuminated home occupation signs on any residence which is the site of a home occupation in accordance with Section 30.55. Such signs shall not exceed two (2) square feet;
 10. Signs advertising a candidate for political office. Such signs shall not exceed sixteen (16) square feet and shall be removed within seven (7) days after any election;
 11. Signs advertising yard/garage sales, and the like. Such signs shall not exceed two (2) square feet and must be removed by the owner within forty-eight (48) hours of the completion of the sale.
- E. Signs in a Residential District. Within a residential district only, the following signs shall be permitted:
1. Signs listed in subsection E of this Section which do not require a permit; and
 2. Signs advertising a permitted or existing commercial use within a residential district. Such signs require a permit from the Building Official, and shall be permitted only under the following conditions:
 - i. Only one (1) on-premises sign will be allowed for each business.
 - ii. The maximum allowable size for each sign shall be twelve (12) square feet.
 - iii. Illuminated signs shall be illuminated only as long as the advertised business is open.

3. No sign shall be erected or placed closer than five (5) feet to the lot line adjacent to the street. Temporary signs are exempted from setback requirements.
- F. Signs in Commercial and Industrial Districts Requiring a Permit.
1. Setback. Free standing and monument signs shall be located a minimum of five (5) feet inside all private property lines.
 2. Lighting.
 - i. All lighting shall comply with the requirements of Article XI of this Chapter.. In no event may an illuminated sign or lighting device be placed or directed so the beams constitute a traffic hazard or nuisance. All wiring, fitting and material used in construction, connection and operation of electrically illuminated signs shall be in accordance with the provisions of the Uniform Electric Code.
 - ii. In the Central Business District, backlit and up lit signs are prohibited. Lighting, including but not limited to: halo lit, downlit, and neon signs is allowed. Neon signs in the style of historic downtown signs are highly encouraged in the Central Business District.
 3. Number of Signs.
 - i. In Commercial and Industrial Zoning Districts, other than the Central Business District, each use is limited to a total of three (3) wall, roof mounted, and/or window signs, one (1) projecting sign or awning sign, and one (1) door sign. In addition, one (1) monument sign or one (1) free standing sign is permitted for each building, regardless of the number of businesses or industrial uses conducted in any one (1) building. Additionally, movie theaters are allowed one (1) marquee sign.
 - ii. In the Central Business District Zoning District, each use is limited to two (2) wall signs, one (1) projecting sign, one (1) awning sign, and one (1) sidewalk sign. Each use is allowed window and door signs, and there shall be no maximum number of window or door signs. Additionally, movie theaters are allowed one (1) marquee sign. Free standing and monument signs are not permitted in the Central Business District.
 4. Specific Sign Type Standards.
 - i. Wall, Window, and Door Signs.
 - a. In Commercial and Industrial Zoning Districts, other than the Central Business District, the total surface area of all wall signs and window signs is limited to two (2) square feet of sign for each lineal foot of frontage width of the business, provided that the maximum total surface area for all wall signs does not exceed three hundred (300) square feet. Door signs are not limited in square footage and shall not count towards to the total square footage of wall and window signs, but shall only contain the logo, names, contact information, and hours of the businesses or tenants located within the building.
 - b. In the Central Business District:

- a) The total surface area of wall signs on the front street side and/or side street side of a building is limited to two (2) square feet of sign for each linear foot of building frontage not to exceed one hundred (100) square feet per street side.
 - b) Buildings with exposed side walls not fronting a street are allowed wall signs of up to two hundred fifty (250) square feet. Non-street side wall signs must be painted directly onto the facade of the building and cannot be lit.
 - c) Window signs are limited to thirty (30) percent of the total window area of the building regardless of the number of uses.
 - d) Door signs are not limited in square footage and shall not count towards the total square footage of wall and window signs, but shall only contain the logo, names, contact information, and hours of the businesses or tenants located within the building.
- ii. Monument Signs. Monument signs shall not exceed one hundred (100) square feet in total surface area. No monument sign shall exceed five (5) feet in height.
- iii. Free Standing Signs. Free standing signs shall not exceed one hundred fifty (150) square feet in total surface area. No free-standing sign shall exceed thirty (30) feet in height.
- iv. Roof-Mounted Signs. Any sign located on the roof of a building shall not exceed twenty-four (24) inches in height and shall not exceed the top of the roof line. The square footage of roof-mounted signs shall be counted as a portion of the limitation on wall-mounted signs, i.e., the total surface area of wall-mounted signs added to any roof-mounted signs may not exceed three hundred (300) square feet maximum, or less if the linear front footage of the building is less than one hundred fifty (150) feet.
- v. Sidewalk Signs.
 - a. Sidewalk signs shall be no greater than forty (40) inches in height measured vertically from the surface grade, and no greater than thirty (30) inches in width measured at the widest point of the sign. No element of the sidewalk sign may protrude more than four (4) inches from the main post or supports of the sign.
 - b. Sidewalk signs shall not be located at street intersections or placed in any manner to obstruct access to crosswalks, crosswalk ramps, and crossing push buttons.
 - c. Sidewalk signs must be placed on the sidewalk directly adjacent to the uses they are advertising and must be brought inside when the advertised business is closed.
 - d. Sidewalk signs must be weighted or tethered in such a manner that they are prevented from moving due to wind.

- e. On sidewalks ten (10) feet and greater in width, sidewalk sign may be placed on the sidewalk with the furthest point of the sign no greater than thirty-six (36) inches from the curb or thirty-six (36) inches from the property line. At no point shall the sidewalk sign, combined with other sidewalk elements create an unobstructed sidewalk surface width of less than six (6) feet.
 - f. On sidewalks less than ten (10) feet in width, sidewalk signs may be placed on the sidewalk with the furthest point of the sign no greater than thirty-six (36) inches from the curb. At no point shall the sidewalk sign, combined with other sidewalk elements create an unobstructed sidewalk surface width of less than four (4) feet. If the sidewalk is not able to accommodate a sidewalk sign while maintaining a four-foot unobstructed surface, sidewalk signs are not allowed in that location.
 - g. On sidewalks with a boulevard, sidewalk signs shall be placed entirely in the boulevard.
- vi. Projecting Signs.
 - a. The lowest point of any projecting sign, regardless of location, shall be at least eight (8) feet above grade.
 - b. In Commercial and Industrial Zoning Districts, projecting signs shall not exceed twenty (20) square feet in total.
 - c. In the Downtown Historic District, new projecting signs shall not exceed twenty (20) square feet in total, or, they must be determined to be consistent with existing historic signs within the district by the Historic Preservation Commission.
- vii. Awning Signs. Awning signs may include signage printed directly on the awning or hung or attached to the awning structure. Total square footage of awning signage shall not exceed fifteen (15) square feet.
- viii. Banner Signs. Temporary banner-type signs shall be allowed for a period of no more than sixty (60) days, limited to no more than seventy-five (75) square feet, and used by any business or entity no more than once per year.
- 5. Off-Premises Signs. A business may have up to four (4) off-premises signs; however, the total square footage of these off-premises signs may not exceed one hundred fifty (150) square feet. No other off-premises signs shall be allowed. Excepted from this provision are:
 - i. Temporary signs no greater than nine (9) square feet in area for no longer than three (3) days (seventy-two (72) hours);
 - ii. Directional signs for public facilities;
 - iii. Temporary banner signs not exceeding one hundred twenty (120) square feet to be posted for no more than twenty (20) days.

- G. Damaged Signs. Any existing sign not in conformity with this Section that is damaged in either surface area of the sign or in the structure by more than fifty (50) percent shall be removed and any new sign shall meet all requirements of this Section.
- H. Complaint and Notice of Violation Procedure. The City Code Enforcement Officer shall issue a notice of violation in person to the offending property owner, business owner or agent, as the case may be, specifying the violation and steps necessary for correction. If the violation is not brought into compliance within fifteen (15) working days from the personal delivery of the notice of violation, the City shall file a civil complaint against the offending person. Failure to provide the written notice identified herein shall not preclude the filing of a complaint in City Court.
- I. Violation and Civil Penalty. It shall be a civil infraction for any person to violate any provision of this Section. Any violation of any provision of this Section is a civil infraction punishable by a civil fine not to exceed Three Hundred Dollars (\$300.00) for each violation. Each day that the violation continues shall be deemed a separate and punishable violation.

(Ord. 1738, 3/2/93; Ord. 1749, 9/20/93; Ord. 1819, 10/16/95; Ord. 1820, 10/16/95; Ord. 1860, 6/16/97; Ord. 1873, 5/18/98; Ord. 1883, 2/1/99; Ord. 1975, 9/5/06; Ord. No. 2090, § 1, 11/5/20; Ord. No. 3040, § 1, 4/4/23)

Sec. 30.51. Off street parking and loading zones.

- A. Parking area design. Parking spaces and drive aisles for all commercial and industrial users shall meet the dimensions listed in Table 30.51 below.

Table 30.51. Commercial and Industrial Parking stall and drive aisle dimension requirements.			
Parking Angle	Parking Stall Length	Parking Stall Width	Drive Aisle Width One-Way/Two-Way
30°	18'6"	9'	13'/21'
45°	18'6"	9'	13'/21'
60°	18'6"	9'	16'/21'
75°	18'6"	9'	16'/21'
90°	18'6"	9'	—/24'

1. Parking lots for all multi-family residential, commercial, industrial and mixed-use development shall be paved. Gravel parking areas are not permitted for any use other than single-family residential. Pervious pavers and green paving systems are encouraged.
2. Parking areas are encouraged to utilize as little land area as possible to meet the minimum parking standards. Overparking, or adding more parking spaces and area than required by the minimum standards, is highly discouraged.
3. To minimize vehicular conflicts on roadways and vehicular crossings of the sidewalk, the preferred access to parking areas for all uses are alleyways. Where alleyways are not an available or feasible option for parking access, uses are encouraged to utilize shared

access points. Parking areas should be accessed from side streets rather than major roadways throughout the City.

4. All new commercial parking facilities with thirty (30) or more vehicular spaces shall provide a minimum of one (1) Electric Vehicle (EV) charging station for every thirty (30) spaces. EV charging stations shall be clearly marked and accessible.
 5. Compact Parking: In parking facilities containing fifteen or more vehicular parking spaces, up to 20% of the required parking spaces may be reduced in size for the use of compact cars. Compact spaces shall be clearly identified with a sign permanently affixed immediately in front of each space designating the space as "Compact Cars Only." Spaces designed for compact cars may be reduced in size to a minimum of eight (8) feet in width and sixteen (16) feet in length.
- B. Location. Off-street parking facilities shall be located as hereafter specified: any distance specified shall be in walking distance measured from the nearest point of the parking facility to the nearest point of the lot that such facility is required to serve:
1. For one (1) family, two (2) family dwellings: Off-street parking is required on the same lot or an adjoining lot with the building they are required to serve.
 2. For multifamily dwellings: Off-street parking is required within a walking distance of one hundred (100) feet.
 3. For Hospitals/Institutions, and Adult Foster Care Centers Off-street parking is required within six hundred (600) feet.
 4. For uses other than those specified above: Off-street parking within five hundred (500) feet is required.
 5. For large-scale retail uses: Off-street parking is required to be on the same lot and to the rear or side of the primary structure on the lot.
 6. Compact parking spaces shall be located in one or more contiguous areas and/or adjacent to ingress-egress points within parking facilities. Location of compact car parking spaces shall not create traffic congestion or impede traffic flows.
- C. Waiver of Parking Requirements – In accordance with 76-2-304 MCA, no minimum parking is required for the following uses:
1. Child-care facilities licensed or registered by the Department of Public Health and Human Services
 2. Deed-restricted affordable housing
 3. Assisted Living Facilities
 4. Existing buildings, including vacant buildings, that undergo a change of use
- D. Expansion or Enlargement. Whenever any building is enlarged in gross floor area by more than ten (10) percent, off-street parking shall be provided for the expansion or enlargement portion only in accordance with the requirements of this article.
- E. Non-Conforming Use. Voluntary establishment of off-street parking or loading facilities to serve any existing use of land or buildings, even though non-conforming, is allowed and encouraged.

- F. **Mixed Occupancies.** In the case of mixed uses, the total requirements for the various uses shall be computed separately. Off-street parking facilities for one use shall not be considered as a substitute or for joint use.
- G. **Use Not Specified.** In the case of a use not specifically mentioned in a zone, the requirements for off-street parking facilities shall be determined by the Zoning Administrator or their authorized representative. Such determination shall be based upon the requirements for the most comparable use listed.
- H. **Joint Use.** The Zoning Administrator or their authorized representative may authorize the joint use of parking facilities for the following uses or activities under conditions specified:
1. Up to fifty (50) percent of the parking facilities required for primarily "night time" uses such as theaters, bowling alleys, bars, restaurants and related uses may be supplied by certain other types of buildings or uses herein referred to as "day time" uses such as banks, offices, retail, personal-service shops, clothing, food, furniture, manufacturing or wholesale and related uses.
 2. Up to one hundred (100) percent of the parking facilities required for a church or for an auditorium incidental to a public or parochial school may be supplied by the off-street parking facilities provided by uses primarily of a day time nature.
 3. In mixed-use developments, up to fifty (50) percent of the parking facilities required for the residential use may be supplied by the related day time commercial or light industrial uses. The commercial or light industrial use must be closed between 6:00 p.m. and 8:00 a.m. to be considered for joint use parking.
- I. **Conditions Required for Joint Use.** The building for which application is being made to jointly utilize the off-street parking facilities provided by another building shall be located within 500 feet of such parking facilities.
1. The applicant must show that there is no substantial conflict in the principal operating hours at the two buildings or uses for which joint use of off-street parking facilities as is proposed.
 2. The applicant must also present a legal agreement executed by the parties concerned for joint use of off-street parking facilities.
 3. Required ADA accessible parking spaces may not utilize shared or off-site parking but must be located as near as possible to the entrance of the principle used served.
- J. **Central Business District.** In the Central Business District Zone any commercial enterprise that is required to meet the minimum standards for off-street parking, shall be required to have only fifty (50) percent of the parking space requirements in the Table of Minimum Standards.
1. Residential dwelling in the Central Business District shall meet the full parking space requirements.
 2. Required vehicular parking for commercial development may be reduced by 10% if replaced with bicycle parking. Two bicycle parking spaces must be provided for every one vehicular space eliminated from the required parking.
- K. **Table of Minimum Standards — Off-Street Parking.** Parking spaces shall be required as set forth in the following table, and where alternatives or conflicting standards are indicated, the greater requirements shall apply: Where the total quota results in a fraction, the next highest full unit

shall be provided; and in case of a use not specifically mentioned, the requirements of the most similar mentioned use shall apply. Required off-street parking spaces listed below are in addition to all ADA handicap parking spaces required by the Americans with Disability Act.

USE	MINIMUM OFF-STREET SPACES REQUIRED
Bowling alley	Two (2) per alley.
Medical and dental clinic	One (1) per 400 square feet of gross floor area.
Bank, business and professional office with on-site customer service	One (1) per 400 square feet of gross floor area.
Office not providing on-site customer services	One (1) per 800 square feet of gross floor area.
Radio Station	One (1) per 800 square feet of gross floor area.
Mortuary	One (1) per 5 seats in the principal auditorium.
Manufacturing use, research testing, and processing, assembling, all industries	One (1) per 1,000 square feet of gross floor area.
Library or museum	One (1) per 500 square feet of gross floor area.
School, elementary and junior high	One (1) per classroom.
School, high school	Three (3) per classroom.
Service station and drive-thru restaurant	One (1) per 80 square feet of gross floor area
Residential Dwelling Unit 1,200 sq. feet or larger	One (1) per unit.
Residential Dwelling Unit less than 1,200 sq. feet	One-half (1/2) per unit.
Accessory Dwelling Unit	None.
Warehouse, storage, wholesale business and transportation terminal	Ten (10) spaces for the first 20,000 square feet of gross floor area* and one space for each additional 10,000 square feet.
Eating and drinking establishments (sit-down)	One (1) per 400 square feet of gross floor area.
Furniture, appliance, hardware, clothing, shoe, personal-service stores	One (1) per 600 square feet of gross floor area.
Motor vehicle, machinery, plumbing, heating, ventilating, building material supplies, sales and service	One (1) per 1,000 sq. ft. of gross floor area.
Retail store or service business not otherwise named	One (1) per 500 square feet of gross floor area.
Large-scale Retail	One (1) per 800 sq. ft. of gross floor area.
Short Term Rental (Types I and II)	One (1) per unit ⁵
Motel/Hotel	One (1) per sleeping room.
Hospital/Institution	One (1) per patient room/patient space
Theater	One (1) per 10 seats.
Health and exercise establishment	One (1) per 200 square feet of gross floor area
Church	One (1) per each 65 sq. ft. of floor area used for assembly purposes.
Open-air stadium, sport arena and amphitheater	One (1) per eight (8) fixed seats plus one (1) per 100 sq. ft. of assembly space without fixed seats.

⁵ Parking may be waived if the Zoning Administrator determines that site constraints prevent reasonable accommodation of on-site parking for the STR unit.

* In calculating minimum required parking, gross floor area shall not include car ports and garage areas.

- L. For Multi-Family Developments with more than 10 units, Commercial Uses, or Industrial Uses, up to twenty (20) percent of the parking spaces required in the Table of Minimum Standards may be replaced by enlarged landscaped areas, stormwater swales, or social areas. Enlarged landscaped, stormwater, or social areas must be equivalent or greater in total square footage to the parking spaces being replaced.
- M. Traffic Control Devices. All traffic control devices such as parking stripes designating stalls, directional arrows, rails, curbs and other developments shall be installed and completed as shown on the approved plans. Hard-surfaced parking areas shall use paint to delineate stalls and directional arrows.
- N. Screening Required. Screening in the form of walls, architectural fences or dense coniferous hedges shall be required where the parking lot has a common boundary with any residentially zoned property. Such screening shall be located no closer than three (3) feet from the property line and shall be properly maintained.
- O. Lighting Restrictions. Lighting of areas to be provided for off-street parking shall be so arranged to not constitute a nuisance or hazard to passing traffic, and where the lot joins any residentially zoned property, the illuminating devices shall be so shaded and directed to play away from residentially classified property.
- P. Maintenance. Maintenance of all areas provided for off-street parking shall include removal and replacement of dead and dying trees, grass and shrubs, removal of trash and weeds, repair and maintenance of drains and repair of traffic control devices, signs, light standards, fences, walls, surfacing materials, curbs and railings.
- Q. Off-Street Loading Warehouse and Wholesale. Off-street loading space for warehouse, wholesale shipping and similar facilities shall be determined by the Building Official or their authorized representative.
- R. Standards for Commercial and Industrial Uses.
 - 1. Off-Street Loading, Retail and Commercial. In any building or part thereof having a gross floor area of ten thousand (10,000) square feet or more, which is to be occupied by a use requiring the receipt or distribution by vehicles of material or merchandise, there shall be provided and maintained on the same lot with such building at least one (1) off-street loading space, plus one (1) additional loading space for each twenty thousand (20,000) square feet or major fraction thereof of twenty (20) feet in width, thirty-five (35) feet in length and fourteen (14) feet in height. Loading areas shall be located to the rear of the building and shielded from view from the neighboring properties and rights-of way. Loading areas shall not extend into the public right-of-way.
 - 2. Parking areas shall be located to the side and rear of the primary building on site.
 - 3. Parking areas shall have engineered stormwater retention and/or detention systems consistent with the City of Livingston Design Standards and Specifications Policy to prevent runoff into adjacent properties and rights-of-way. Collected stormwater is highly encouraged to be reused to irrigate on-site landscaping.
- S. Bicycle Parking.

1. Bicycle Parking Standards and Design.

- i. In all multi-family residential, commercial, industrial, and mixed-use development, the amount of provided bicycle parking shall be no less than ten (10) percent of the required automobile parking spaces. In buildings with less than twenty (20) parking spaces, two (2) bicycle parking spaces shall be required. Buildings with existing bicycle parking in the adjacent right-of-way may waive the required bicycle parking spaces if the number of bicycle parking spaces provided within the adjacent right-of-way is equal to or greater than the number of spaces required by this regulation. Where five (5) or more bicycle spaces are required, twenty (20) percent of those spaces shall be for bicycles with trailers.
- ii. A bicycle parking space shall be no less than three (3) feet wide by six (6) feet long. Bicycle with trailer spaces shall be no less than three (3) feet wide by ten (10) feet long.
- iii. Required Bicycle Parking must use inverted-U or post and loop racks.

2. Bicycle Parking Location.

- i. In all commercial, industrial and mixed-use development, bicycle racks designed to allow bicycles to be securely locked to them must be provided as close as possible to the main entrance of the building, and must be in a location visible from the public right-of-way.
- ii. Buildings with multiple entrances are highly encouraged to place bicycle racks at each entrance.
- iii. Multi-family residential developments are encouraged to provide secure and sheltered bicycle parking.

T. Pedestrian Walkways. Multifamily residential, commercial, industrial, and mixed-use development shall provide pedestrian walkways. A system of pedestrian walkways is required to connect each primary use structure on-site to the following: adjacent public sidewalks, on-site parking, other on-site primary use structures, bicycle parking areas, and common outdoor use areas.

(Ord. No. 2090 , § 1, 11/5/20; Ord. No. 3003 , § 1, 4/6/21; Ord. No. 3005 , § 2, 4/20/21; Ord. No. 3010 , § 1, 7/20/21; Ord. No. 3017 , § 1, 10/5/21; Ord. No. 3025 , § 1, 10/21/21; Ord. No. 3023 , § 1, 1/4/22; Ord. No. 3041 , 5/16/23)

(Ord. No. 2097 , § 1, 1/5/21)

Sec. 30.52. Animals.

Prohibited Animals. No livestock or fowl, as defined in Article II of this Chapter, may be kept or maintained in any zoning district in the city, except for licensed veterinarian services, ~~laying hens~~, and except for those kept pursuant to permit obtained through the office of the Sanitarian. **See Chapter 4 of this code for more information about animals.**

Sec. 30.53. Motor vehicles or parts.

All inoperable motor vehicles or any parts thereof parked or stored in the open on any property for a period exceeding five (5) days will not be allowed and will be deemed a public nuisance. Any vehicle that is judged to be abandoned will be removed in accordance with the Livingston Municipal Code.

Sec. 30.54. Home occupations.

A. General.

1. It is the intent of this ordinance to permit home occupations, as defined in Article II, that meet the following criteria in any residential district. Only home occupations that meet these criteria are allowed.
2. The purpose of this ordinance is to protect the residential characteristic of the neighborhoods in Livingston. It is to ensure that the home occupations which are allowed to operate will not impose any burdens on the neighboring landowners.

B. Criteria. Home occupations must fit all of the following criteria:

1. No person shall be employed other than the residents of said dwelling.
2. The occupation shall be conducted wholly within the dwelling or within an accessory building located on the property.
3. The floor area devoted to the occupation shall not exceed fifteen (15) percent of the total floor area of the dwelling plus accessory buildings on the property.
4. The occupation shall not impose upon adjacent residences unreasonable burdens due to noise, vibration, glare, fumes, odors, hours of operation, traffic, or electrical interference. The above shall not be detectable by normal sensory perception beyond the dwelling or accessory building in which the business is located.
5. Direct sales of products off display shelves or racks is not allowed, but a person may pick up an order which was placed earlier by telephone or at a sales party.
6. There shall be no signs erected other than those allowed by this ordinance in residential districts under Sec. 30.50
7. Commercial deliveries shall not restrict regular traffic. Deliveries made by tractor trailer vehicles to home occupations are prohibited in a residential area.
8. There shall be no display or evidence apparent from the exterior of the lot that the premises are being used for any purpose other than that of a dwelling, except for the permitted sign.
9. Outdoor storage of materials for the home occupation is prohibited.
10. No toxic, flammable, hazardous, or explosive industrial substances related to the home occupation shall be used or stored on the premises

(Ord. No. 2022, § 3, 9/7/10; Ord. No. 3014 , § 2, 8/3/21)

Sec. 30.55. Landscaping Regulations

- A. Purpose. The purpose of the ordinance codified in this section is to set forth minimum landscaping requirements for development in order to minimize the visual impact upon public rights-of-way and incompatible uses as well as establishing minimum buffering requirements between commercial, industrial and residential uses.
- B. [Reserved.]
- C. Prohibition. No land shall be used or occupied and no structure shall be designed, erected, used, occupied or altered where a building permit is required, nor shall any variance or special exception be granted, except in conformity with the regulations established in this section.
- D. General Landscaping Requirements. Landscaping shall be required as follows:
 - 1. A variety of species planted in an informal arrangement. The use of xeriscaping, native species, edible plantings, and/or pollinator friendly plantings is preferred.
 - 2. Planting, watering, and upkeep of all plantings shall be the perpetual responsibility of the owner. In particular, sufficient watering shall be provided to assure the survival of all plantings.
 - 3. Landscaping shall give preference to native and drought-tolerant species and xeriscaping practices. Turf areas, native species, drought-tolerant or xeric plantings, and groupings of plants with similar water requirements shall be identified on the site or landscape plan.
 - 4. Landscaping shall not impede visibility as described in E.2.vii.b of this Section.
- E. Landscaping Requirements for Storage Areas. Screening, in the form of trees, hedges or other vegetation shall be required between commercial, industrial and multi-family storage areas and any public right-of-way. Such screening shall be entirely on private property, shall be a minimum of four (4) feet in height, and shall not constitute a safety hazard for vehicular or pedestrian movement. Decorative walls or fencing or earthen berms may also be used in combination with vegetative screening subject to review and approval of the City.
 - 1. Buffering Required Between Different Land Uses. Where commercial, industrial, multi-family or mobile home park land uses abut or are adjacent to lower density residential land uses or zones, either directly or when separated by an alley or street right-of-way or other natural or manmade structure, the commercial, industrial, multi-family or mobile home park use will provide a landscaped buffer zone screening itself from the lower density residential use.
 - i. Buffer Zone. The buffer zone shall be a minimum of five (5) feet in width with an additional five (5) feet required for each story of the commercial, industrial or multi-family use above one (1) story, not to exceed twenty-five (25) feet in width.
 - ii. Screening. Screening shall be installed within the buffer zone which shall consist of vegetation or vegetation and a combination of berm, fencing or masonry

walls to a minimum height of six (6) feet in a manner which does not create a safety hazard for vehicular or pedestrian movement.

- iii. Shade Trees. A minimum of one (1) tree per two hundred fifty (250) square feet of buffer zone shall be required. Preference shall be given to drought-tolerant or xeric tree species suited to the local climate. Shade trees are not specifically required, but may be used when appropriate. Of required trees, deciduous trees shall be a minimum of one and three-quarter (1 ¾) inches Diameter at Breast Height (DBH), and coniferous trees shall be a minimum of eight (8) feet in height, at the time of planting.

- 2. Buffering Required Along State Highways. Where parking areas abut Park Street (State Highway 89) or State Highway 10, a landscape buffer is required between any of the aforementioned roads and parking areas. Informal, clustered plantings are encouraged. Bicycle and walking pathways may be integrated into the buffer.

- i. Buffer Zone. The buffer zone shall be a minimum of thirty (30) feet in width.
- ii. Trees. A minimum of one (1) shade tree and one (1) evergreen tree per three hundred (300) square feet of buffer zone shall be required. Of required trees, deciduous trees shall be a minimum of one and three-quarter (1 ¾) inches Diameter at Breast Height (DBH), and all coniferous trees shall be a minimum of eight (8) feet in height, at the time of planting.
- iii. Purpose of Lighting Restrictions. The goal in regulating exterior illumination is to direct, to the maximum extent possible, all artificial light onto the property from which it originates. This section does not apply to street lighting. All lighting is required to comply with Article XI of this Chapter.
 - a. Parking or Storage Area. In any area required to buffer itself from adjacent land uses, all exterior lighting shall be limited in height to no more than sixteen (16) feet and will be required to be of a design which directs light downward through the use of a directional shade.
- iv. Penalty. A violation of this section is a misdemeanor punishable by fine not to exceed five hundred dollars (\$500.00). Each day that a violation is allowed to continue shall be deemed a separate and punishable offense.
- v. Landscaping Requirements for Parking and Loading Areas. Screening, in the form of trees, hedges or other vegetation shall be required between commercial, industrial and multi-family parking, loading and/or storage areas and any public right-of-way. Such screening shall be entirely on private property, shall be a minimum of four (4) feet in height, and shall not constitute a safety hazard for vehicular or pedestrian movement as defined in Section 30.52 of the Livingston Municipal Code. Decorative walls or fencing or earthen berms may also be used in combination with vegetative screening subject to review and approval of the City.

- a. General Requirements for Landscaping Plantings. All landscaping shall consist of native, drought-resistant plantings and should be planted using a variety of species planted in an informal arrangement. The use of food producing plantings and pollinator friendly plantings are preferred.
 - b. Planting, watering, and upkeep of all plantings shall be the perpetual responsibility of the owner. In particular, sufficient watering shall be provided to assure the survival of all plantings.
 - c. Perimeter plantings, when mature, shall provide at least fifty (50) percent screening of the parking areas using dense deciduous clusters or evergreen trees. A mix of dense hedge clusters and small open spaces is allowed.
 - d. Parking lots are encouraged to be broken into smaller areas surrounded by landscaping to minimize large unbroken paved areas. Large deciduous trees are encouraged in the interior of parking lots. Denser hedges are encouraged around the perimeter of parking lots.
- vi. Landscaping Requirements for the Interior of Parking Areas.
 - a. Option #1. Parking areas will be designed so that parking rows will consist of not more than ten (10) automobiles. Any parking area which has a capacity of twenty (20) or more automobiles will be required to provide landscaped islands between parking rows. The island(s) will be at least five (5) feet wide and shall consist of vegetation or other landscape treatment as well as a minimum of one (1) deciduous shade tree per every ten (10) parking spaces or portion thereof. The island(s) will be separated from the parking surface by a curb of at least six (6) inches in height.
 - b. Option #2. In the alternative, where parking rows are to consist of more than ten (10) parking spaces, landscaped islands will be provided in accordance with an approved landscape plan. The plan will provide for landscaped area equal to a minimum of five (5) percent of the gross parking lot area. When using this option at least two (2) islands will be required and each island must be a minimum size of fifty (50) square feet. Each island shall contain vegetation or other landscape treatment as well as a minimum of one (1) shade tree per every ten (10) parking spaces or portion thereof.
- vii. Fences and hedges.
 - a. Heights. Fences, walls and hedges may be erected or maintained in any residential zoning district provided that no fence, wall or hedge over four (4) feet in height shall be erected or maintained in any front street setback or side street setback, or the side yard extending from the foremost edge of the house to the point where the side yard line

intersects the front street or side street lot line. Fences and walls located along side yards from the foremost edge of the house to the rear lot line, and along the rear lot line, shall not exceed a height of six (6) feet. Height, for the purpose of this section, shall be defined as the vertical distance from the top rail, board, wire, or top of hedge to the ground directly below.

- b. Visibility at Alley and Private Drive Approaches. On the street side of all lots where an alley or driveway enters the street right-of-way, a triangular clear vision zone shall be maintained. Said zone shall measure ten (10) feet into the lot as measured from the edge of the sidewalk nearest the property line, and twenty (20) feet parallel to the street measured from the edge of any alley or driveway, along the edge of the sidewalk nearest the property line. No fence, wall, hedge, or shrub over three (3) feet in height shall be erected or maintained within the above defined clear-vision zone. If no sidewalk exists, the point of reference for all measurements shall be determined by the Building Official.
- c. Regardless of other provisions of this section, no fences, wall, or hedge which materially impedes vision of vehicles entering an abutting street shall be erected or maintained.
 - a) Prohibited Fences. No electric fences shall be permitted in any zoning district. No barbed wire fence shall be permitted in any residential zoning district.
 - b) Prohibited Locations. No fence, wall or hedge shall be erected or maintained in a public street or right-of-way.
 - c) Prohibited Materials. All fences shall be constructed from approved fencing materials and shall not be constructed from railroad ties, rubble or salvage.

(Ord. 1852, 4/21/97; Ord. No. 3010 , § 1, 7/20/21)

Sec. 30.56. Wind-Powered Generators.

- A. Conditional Use. Wind-powered generators (WPG), as defined in Article II, are permitted upon the issuance of a Conditional Use permit within any zone, provided the following standards, and any related conditions imposed by the City Commission, are satisfied. No WPG, or modification thereto, shall be constructed within the City of Livingston, unless a permit has been issued by the City.
 - 1. A receipt showing payment of all applicable fees to the City must be included with the permit application.
 - 2. The permit application shall contain a narrative describing the proposed project, the project location, the approximate generating capacity of the facility, a site plan, a photograph of the same type of WPG being proposed and whether the system will be

standalone or interconnected to a public utility under the provisions of 69-8-601 et seq. Montana Code Annotated.

- B. **Maximum Height.** The maximum height of a freestanding WPG, on any parcel, or combination of parcels thereof, having a total square footage of one (1) acre or less is limited to sixty (60) feet in height. The maximum height of a freestanding WPG, on any parcel, or combination of parcels thereof, having a total square footage of one (1) acre or more is limited to one hundred (100) feet in height. The height of a freestanding WPG shall be measured from the ground level to the highest point on the WPG, including the vertical length of any extensions of the WPG, such as the blade.
1. The City Commission may increase the height of freestanding WPG, provided that in the residential and commercial, districts such increase shall not exceed the maximum height by more than fifty (50) percent. The applicant shall demonstrate, to the City Commission's satisfaction, that the surrounding topography, structures, vegetation, and other factors make a tower that complies with the height restrictions impractical.
 2. Notwithstanding the height limitations of the zoning district, building mounted WPG shall be permitted in all zoning districts, subject to approval by the City Commission, and shall comply with the following standards:
 - i. Building mounted WPG shall not exceed fifteen (15) feet in height.
 - ii. Building mounted WPG shall be prohibited on residential structures less than four (4) stories and forty-two (42) feet in height.
 - iii. On nonresidential buildings less than four (4) stories and forty-two (42) feet in height, building mounted WPG shall be setback at least ten (10) feet from the front, side, and rear exterior walls of the structure on which it will be mounted.
 - iv. Building mounted WPG shall be installed on the top story.
 - v. The structure upon which the proposed WPG is to be mounted shall have the structural integrity to carry the weight and wind loads of the WPG and have minimal vibration impacts on the structure, as determined by a structural engineer.
 3. **Minimum ground clearance.** The blade tip of any WPG shall, at its lowest point, have ground clearance of no less than fifteen (15) feet.
- C. **Minimum Setback.** Minimum setback from any property line shall be one hundred (100) percent of the total tower height, as defined herein and no guy wire may extend closer than thirty (30) feet from any property line. No part of the wind generator shall extend over, or across, any part of a public right-of-way.
- D. **Noise Standard, Shadow Flicker and Signal Interference:**
1. Any noise produced by a WPG, permitted under this Section, shall be less than sixty (60) dB as measured from the closest neighboring occupied building; and it is incumbent upon the applicant to demonstrate compliance prior to the issuance of any permits by the City Commission.

2. The facility owner and operator shall make reasonable efforts to minimize shadow flicker to any occupied building not on the property upon which the WPG is located.
 3. The applicant shall make reasonable efforts to avoid any disruption or loss of radio, telephone, television or similar signals, and shall mitigate any harm caused by the WPG.
- E. Fencing Requirement and Warnings. All WPG installations, other than single-pole towers, shall be enclosed by a fence with locking gate, or incorporate other effective measures to discourage unauthorized climbing of the tower. Towers shall not be climbable up to fifteen (15) feet above ground surface. A visible warning sign concerning voltage must be placed at the base of all towers. Reflective and brightly colored tubing shall be placed on guy wires up to a height of ten (10) feet from the ground.
- F. Control and Brakes. All WPGs shall be equipped with a redundant braking system. This includes both aerodynamic overspeed controls (including variable pitch, tip and other similar systems) and mechanical brakes. Mechanical brakes shall be operated in a fail-safe mode. Stall regulation shall not be considered a sufficient braking system for overspeed protection.
- G. Liability insurance: Construction Phase. There shall be maintained a current general liability policy covering bodily injury and property damage with limits of at least one million dollars (\$1,000,000.00) per occurrence and one million dollars (\$1,000,000.00) in the aggregate. Certificates of Insurance shall be filed with the City of Livingston who will also be named as an additional insured.
- H. Aesthetics. WPG colors shall be of neutral subdued tones such that blend in with the surrounding natural environment, such as tan, green, brown or gray. If constructed on top of structure and visible from the ground, the WPG colors shall be a shade of sky blue. WPG shall not be finished in bright or vivid colors intended to draw attention to the structure or property. WPG shall not be illuminated by artificial means, except where required by the Federal Aviation Administration, or other federal, state, or local law.
1. All permitted WPG shall be placed in a reasonably available location that will minimize the visual impact on the surrounding area, and allow the facility to function in accordance with the standards established by this Section, and all other federal, state, and local law.
 2. Wind towers shall not display any advertising, except for reasonable identification of the manufacturer and facility owner/operator, not to exceed one (1) square foot in size.
- I. Building, Electrical, Other Permits. All WPG shall comply with all applicable building, electrical, mechanical, and other permits required and issued by the City of Livingston, the State of Montana and/or federal regulations. This is to include any approvals required from the Historic Preservation Commission, or other local entity.
- J. Technological Obsolescence. If an applicant can demonstrate, to the satisfaction of the City Commission, that improvements in WPG technology have made some parts of this Section, and requirements, obsolete or unnecessary, the City Commission may waive those requirements while still satisfying the original intent and application of this Section. Once every two (2) years, the City shall review existing WPG technology for comparison to this Section, to be sure technological improvements are addressed.

- K. Requirements for Removal. Any WPG that is abandoned, damaged, inoperable, or unused for power generation shall be removed within twelve (12) months of the cessation of operations, unless an extension is approved by the City Commission. If such an extension is not approved, such WPG shall be deemed a nuisance and require its removal at the property owner's expense. After the WPG removal, the owner of the site shall restore the site to its original, or an improved, condition.
- L. Application of Nuisance Law. If, after a Special Exception permit is issued, by the City Commission for a WPG, and the same WPG fails to comply with any part of this Section, it may be deemed a nuisance and all applicable nuisance laws and regulations may be utilized for mitigation.

(Ord. No. 2002, § 1, 8/4/08)

Sec 30.57. Short-Term Rentals

- A. The purpose of this section is to allow the operation of short-term rentals (STRs) while protecting the health, safety, and welfare of the community, preserving neighborhood character, and ensuring accountability by operators.
- B. Short-term rentals are permitted in zones as identified in Section 30.40. Section 30.40 distinguishes between Type I STRs and Type II STRs, which are defined in Article II.
- C. Permit Required
 - 1. All STR operators must obtain a short-term rental permit from the city prior to operation.
 - 2. Permits must be renewed annually and are subject to a base annual fee as set by the city fee schedule
 - 3. Operating an STR without a valid permit is a violation of this code and subject to enforcement.
- D. Type II STR Additional Requirements
 - 1. A Type II STR must designate a primary contact who is available at all times during rental occupancy.
 - 2. The designated contact must reside or have a place of business within a 50-mile radius of the rental property.
 - 3. The contact must be authorized to respond to complaints or emergencies and take corrective action if necessary.
- E. Safety Inspection
 - 1. Prior to issuance of an initial STR permit, the property must pass a basic safety inspection conducted by the Building Official or Fire Marshal.
 - 2. The inspection shall verify the presence of smoke detectors, fire extinguishers, and adequate egress.
- F. Compliance with Other Regulations.
 - 1. STRs must comply with all other applicable City of Livingston Ordinances, Regulations and Standards.

Sec 30.58. Environmental Protection and Sensitive Areas

Sec 30.58.1. Purpose and Intent

The purpose of this section is to protect the natural resources and environmental integrity of Livingston and the surrounding region. These regulations support public safety, preserve ecological functions, reduce hazards associated with flooding and erosion, protect water quality by reducing surface runoff and mitigating sediment migration, and ensure that development aligns with Livingston's values and natural setting.

Sec 30.58.2. Applicability

This section applies to all new and re-development activities that encroach into, or will otherwise impact, sensitive environmental areas, including:

- A. .
- B. Steep Slopes, defined as having an average grade of 20% or greater, measured over a horizontal distance of 50 feet

Development within FEMA-designated Floodplains and Floodways is regulated by Chapter 29 of this code.

Sec 30.58.3. General Standards for Development

- A. Avoidance
Site design should avoid impacts to sensitive environmental areas where feasible, including disturbance during construction. If no feasible alternative exists, encroachment may be allowed only if appropriate mitigation measures are implemented.
- B. Low-Impact Development (LID)
Techniques such as native landscaping, pervious pavement, bioswales and rain gardens are encouraged to protect water quality and reduce surface runoff.

Riparian
- C. Hillside and Slope Development
Construction on slopes over 20% grade is discouraged. Construction on slopes with a grade exceeding 25% must include mitigation measures to prevent downslope impacts.

Sec 30.58.4. Mitigation Requirements

- A. Steep Hillsides
Disturbance to slopes exceeding 25% grade require appropriate erosion control and slope stabilization measures to minimize sediment migration and runoff.

B. Mitigation Plan

For mitigation required under this section, a Mitigation Plan must be submitted at the time of building permit application that includes the following information:

1. Describe the scope of impacts
2. Identify mitigation locations and strategies
3. Include a maintenance and monitoring schedule and removal timeline (if applicable).

Sec 30.58.5. Review Process

A. Review Authority

The Zoning Administrator will review submittals for compliance. External consultation with agencies such as Montana DEQ, FWP, or FEMA may be required.

Sec 30.58.6. Relationship to State and Federal Requirements

- A. Compliance with this Article does not exempt applicants from Montana DEQ, DNRC, U.S. Army Corps of Engineers, or FEMA requirements. Where applicable, local approval is contingent upon obtaining required state and federal permits.

Article VI. Dark Sky

Sec 30.60. Purpose and Intent

Montana is famous for its big sky and its nighttime sky is equally as dramatic. The City of Livingston, Montana, recognizes that its nighttime sky is unique and valuable to the community. It is the purpose and intent of this section to promote the public health, safety and welfare, the quality of life, and the ability to view the night sky, by establishing regulations for nighttime exterior lighting while maintaining adequate lighting for safety and security of City residents and visitors. This Chapter establishes standards for exterior lighting in order to accomplish the following:

- A. To protect against direct glare and excessive nighttime lighting;
- B. To provide safe public ways for motorists, pedestrians and bicyclists;
- C. To prohibit skyward lighting and thereby reclaim the ability to view the night sky by promoting the reduction of light pollution that interferes with viewing the night sky;
- D. To prevent light trespass in the City;
- E. To promote efficient and cost-effective lighting;
- F. To ensure that adequate lighting exists where necessary to promote safety and security;
- G. To encourage lighting practices and systems which will minimize light pollution and glare; and
- H. To reduce energy waste

Sec 30.61. Prohibited Lights

- A. Skyward Light Prohibited. All outdoor lighting fixtures shall be fully shielded so that no light is emitted above a horizontal plane passing through the lowest point of the light source, i.e., light is to be directed only downward beneath the fixture's light source.
- B. Mercury Vapor Prohibited. No mercury vapor outdoor lighting fixtures shall be installed in the City after the effective date of the ordinance codified in this Chapter.
- C. Laser Lights Prohibited. The use of laser source lights or any similar high intensity light for outdoor advertising or entertainment when projected above the horizontal is prohibited.
- D. Moving Light Prohibited. Except as provided in the exemptions, lights that flash, chase, move, revolve, rotate, blink, flicker, or vary in intensity or color are prohibited.
- E. Searchlights Prohibited. The operation of searchlights for advertising or entertainment purposes is prohibited.

Sec 30.62. Lighting Standards

- A. Directional Shielding. All outdoor lighting shall be directionally shielded and maintained so as not to impair the vision of the operator of a motor vehicle, cyclist, or pedestrian using the public right-of-way.
- B. Light Trespass Prohibited. All outdoor lighting shall be directionally shielded and maintained so as not to constitute a light trespass.
- C. Permitted Hours of Use, Exceptions. Except for residential lights, streetlights and security lighting, all lighting shall be turned off between eleven (11) p.m. and sunrise. Exceptions shall be granted to those businesses which are actually open for business during the hours between eleven (11) p.m. and sunrise.
- D. Exterior Lighting Standards. Exterior lights shall meet the following standards measured in luminaire footcandles:

	Maximum Footcandle
Building Entrances	
Active (pedestrian and/or conveyance)	5
Inactive (normally locked, infrequently used)	5
Building Exteriors	
Vital locations or structures	5
Building surrounds	1
Floodlit buildings and monuments	10
Loading and unloading platforms	20
Automated teller machines	20
Service Stations	
Approach	1.5
Driveway	1.5
Pump island	20

Service area	3
Storage Yards	
Active	20
Inactive	10
Retail Outdoor Lighting	10
Parking Lots	5

Sec 30.63. Compliance Deadline

Except as hereinafter provided, all outdoor light fixtures lawfully installed prior to and operable on the effective date of the ordinance codified in this Chapter shall be brought into compliance with the requirements of this Chapter on or before December 31, 2010; however, such noncomplying lights shall immediately meet the shielding requirements of this Chapter. Prior to December 31, 2010, when any noncomplying light is either repaired or replaced, such repair or replacement shall meet all the provisions of this Chapter.

Sec 30.64. Exemptions

- A. The following are exempt from the requirements of the Night Sky Protection Act:
 1. Outdoor lighting fixtures used on land or facilities under the control of the Federal Government;
 2. Navigational lighting systems at airports and other lighting necessary for aircraft safety or any other lights required by State or Federal law;
 3. Recreational facilities during events, but under no circumstances shall any illumination occur one (1) hour after the event concludes;
 4. Lights used for holiday decorations, but only during the month in which the holiday occurs;
 5. Motion detector lights that operate automatically for periods of less than five (5) minutes so long as they do not create a light trespass;
 6. U. S. flags displayed by top-mounted lighting on a twenty-four (24) hour basis or by illumination directed upward so that the light is directed only onto the flag from a light source that does not exceed two hundred sixty-five thousand (265,000) mean lumens;
 7. Temporary variances granted by the City Commission for special events;
 8. The City Manager may grant temporary exemptions from the provisions of this Chapter for lighting of construction sites, including night security during construction, upon consideration of a lighting mitigation plan submitted by the owner of the construction site or the owner's representative. Criteria for approval include duration, number, location, and height of each light source, and hours of operation.
 9. Lights used during emergencies or by police, fire, public works and public utility personnel in their official duties are exempt from this Chapter;
 10. Traffic signals and other traffic safety and control devices are exempt from the requirements of this Chapter;

11. Historic streetlights are exempt from the requirements of this Chapter. Historic street lighting must, to the extent possible, utilize and orient the lighting so as to accommodate the aesthetic values of the surrounding area while minimizing light trespass through directional shielding;
12. Low amperage decorative lighting used to illuminate pedestrian pathways and walking malls are exempt from the requirements of this Chapter;
13. One (1) light fixture with a sixty (60) watt incandescent lamp/bulb or less wattage contained within a frosted globe per exterior door;
14. Outdoor advertising signs in compliance with the City of Livingston's sign regulations (Section 30.50 of the Livingston Municipal Code) constructed of translucent materials with dark backgrounds and light lettering or symbols which are wholly illuminated from within do not require shielding;
15. Outdoor lighting fixtures necessary for worker safety or in situations where other compelling safety interest may exist which cannot be addressed by another method of lighting, but such exception must be approved by the City Commission;
16. Neon signs and existing lighted signs in the downtown historic district which flash, chase, move, revolve, rotate, blink, flicker, or vary in intensity or color; however, such lights must be turned off when the business is closed.

Sec 30.65. Complaint and Notice of Violation Procedure

The City, an owner or occupant of private property, a pedestrian or driver of a motor vehicle experiencing light trespass from a light may file a complaint with the City. Within ten (10) working days from the filing of the complaint, the City shall investigate whether the light is causing light trespass on private or public property. If the light is causing light trespass, the City shall give written notice to the owner or occupier of the property upon which the light is located to remedy the light trespass within fifteen (15) calendar days. Failure to remedy the light trespass may result in the person owning or occupying the property upon which the offending light is located to be cited for a violation of this Chapter. Failure to provide the written notice identified herein shall not preclude the filing of a complaint in City Court.

Sec 30.66. Violation and Civil Penalty

It is unlawful to install or operate any lighting fixture in violation of this Chapter or to allow or permit light trespass to occur. Any violation of any provision of this Chapter is a municipal infraction punishable as follows:

- A. For a first offense, the offender may be issued a warning.
- B. For a second offense that continues for thirty (30) days from the date of the warning, by a civil penalty of not more than Twenty-Five Dollars (\$25.00) minus the replacement cost for each offending fixture.
- C. A third or subsequent offense is punishable by a civil fine of not more than Fifty Dollars (\$50.00).

Sec 30.67. Public Nuisance

A light trespass is deemed a public nuisance. The City Attorney may, in a court of competent jurisdiction, seek appropriate equitable relief in enforcing this Chapter, including, but not limited to, injunctive relief.

Article VII. Non-conforming Lots, Uses and Structures

Sec. 30.70. Intent.

Within the districts established by this Chapter or amendments that may later be adopted there exists:

- A. Lots
- B. Structures
- C. Uses of land and structures which were lawful before this Chapter was passed or amended, but which would be prohibited, regulated, or restricted under the terms of this Chapter or future amendment. It is the intent of this Section to permit these non-conformities to continue until they are removed, but not to encourage their survival. Further, the intent of this Section is that non-conformities shall not be enlarged upon, expanded or extended, nor be used as grounds for adding other structures or uses prohibited elsewhere in the same district.

To avoid undue hardship, nothing in this Section shall be deemed to require a change in the plans, construction, or designated use of any building on which actual construction or preparatory excavation or demolition was lawfully begun prior to the effective date of adoption or amendment of this Chapter.

It is the specific intention of this ordinance to bring non-conforming signs into compliance with the terms of this ordinance within five (5) years after the adoption of this ordinance, and to bring non-conforming home occupations into compliance with the terms of this ordinance within one (1) year after the adoption of this ordinance, and therefore the terms of this section shall not apply in those instances.

Sec. 30.71. Non-conforming lots of record.

In any district the authorized uses may be continued on any single lot of record at the effective date of adoption or amendment of this ordinance, even though such lot fails to meet the requirements for area or width, or both, that are generally applicable in the district and provided that lot dimensions for the district can be met. Such lot must be in separate ownership and not of continuous frontage with other lots in the same ownership. Variance of lot requirements shall be obtained only through action of the City Commission.

If two or more lots or combination of lots with continuous frontage in single ownership are of record at the time of passage or amendment of this ordinance, and if any of the lots do not meet the requirements established for lot width and area, the lands involved shall be considered to be an undivided parcel for the purposes of this ordinance, and no portion of said parcel shall be used or sold in a manner which diminishes compliance with lot width and area requirements established by this

ordinance, nor shall any division of any parcel be made which creates a lot with width or area below the requirements stated in this ordinance.

(Ord. No. 2097 , § 1, 1/5/21)

Sec. 30.72. Non-conforming uses of land and structure.

Where, at the time of passage of this ordinance a lawful use of land or a structure exists which would not be permitted by the regulations imposed by this ordinance, the use may be continued where it remains otherwise lawful, provided:

- A. No such non-conforming use shall be enlarged or increased, nor extended to occupy a greater area of land or structure than was occupied at the effective date of adoption or amendment of this ordinance.
- B. No such non-conforming use shall be moved in whole or in part to any portion of the lot or parcel other than that occupied by such use at the effective date of adoption or amendment of this ordinance.
- C. If any such non-conforming use ceases for any reason for a period of more than one (1) year, any subsequent use of such land or structure shall conform to the regulations specified by this Chapter for the district in which such land is located. If a building used for commercial purposes is not open to the public for a period of one (1) year, its use shall subsequently conform to the regulations of this Chapter. This subsection shall not apply to structures which come into the possession of financial institutions or other lien holders to include the Veterans Administration, Federal Housing Administration, and Farmer's Home Administration through the process of foreclosure or default.
- D. No additional structure not conforming to the requirements of this ordinance shall be erected in connection with such non-conforming use of land or structure.
- E. One (1) non-conforming use may not be converted to another non-conforming use.

(Ord. 1763, 4/4/94)

Sec. 30.73. Non-conforming structures.

Where a lawful structure exists at the effective date of adoption or amendment of the ordinance codified in this Chapter that could not be built under the terms of this Chapter by reason of restrictions on area, lot coverage, height, setbacks, its location on the lot, or other requirements concerning the structure, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

- 1. No such non-conforming structure may be enlarged or altered in a way which increases its non-conformity, but any structure or portion thereof may be altered to decrease its non-conformity.
- 2. Should such non-conforming structure or non-conforming portion of structure be destroyed by any means to an extent of more than seventy (70) percent of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this Chapter.

Nothing in this Section shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official.

(Ord. No. 2097 , § 1, 1/5/21; Ord. No. 3005 , § 2, 4/20/21)

Sec. 30.74. Exemption for non-conforming residential structures.

The reconstruction of existing non-conforming residential dwelling units is allowed, in compliance with applicable fire and building codes, including expansion of up to twenty (20) percent of the existing dwelling unit, as long as the number of dwelling units on the parcel is not increased.

Further, it is the intent of this section to allow non-conforming residential dwelling units to be reconstructed even though the lot or parcel on which they exist fails to meet the size requirements for that zone type. The lot dimension and setback requirements for the district in which the piece of land is located may be reduced by the smallest amount that will permit reconstruction or the allowed twenty (20) percent expansion. Such reduction shall be determined by the City Commission.

(Ord. 1782, 9/6/94; Ord. 1814, 9/18/95)

Article VIII. Zoning Actions and Procedures

Sec. 30.80. Land Use Board acting as the Zoning Commission.

There is created for the City of Livingston a Zoning Commission, as provided by statute, the duties of which are performed by the Consolidated Land Use Board. The Zoning Commission consists of seven (7) citizen members, and one City Commissioner (non-voting), appointed by the entirety of the City Commission.

- A. Powers and Duties. The duties and powers of the Zoning Commission shall be to recommend the boundaries of the various original districts and appropriate regulations to be enforced therein, and to hold public meetings and to make recommendations to the City Commission on all requests to amend, supplement, change, modify or repeal the regulations, restrictions and boundaries in the zoning districts. The City Commission shall not hold its public hearings or take action until it has received a final report from the Zoning Commission.
- B. Proceedings of the Zoning Commission. The Zoning Commission shall hold its meetings in the City-County Complex. Five (5) voting members shall constitute a quorum.

The Zoning Commission shall keep minutes of their proceedings, showing the vote of each member, or if absent or failure to vote indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be filed in the office of the Zoning Administrator.

(Ord. 1868, 2/2/98; Ord. No. 3005 , § 2, 4/20/21)

Sec. 30.81. Amendments to city zoning ordinance and zone change.

- A. General. This Chapter, including the Official Zoning Map, may be amended by the City Commission by adopting an ordinance, after at least one public hearing before the City Commission. Applications for amendments to this Chapter or the Official Zoning Map shall follow the procedures outlined in this Section.
- B. Map Amendments Procedure
 - 1. Applicability and Initiation. Unless initiated by the City Manager or the City Commission, applications to amend the Official Zoning Map shall be submitted by the property owner.
 - 2. Public Hearing Requirement. No amendment to the zoning map shall become effective until after a public hearing at which interested parties and citizens have an opportunity to be heard. Notice of the hearing must be published in an official newspaper or a newspaper of general circulation at least fifteen (15) days before the hearing date.
 - 3. Adoption by Resolution. If the amendment involves only a boundary change to the zoning map, the City Commission may adopt the boundary change by resolution. Such action shall become effective immediately upon adoption.
 - 4. Frequency of Applications. No application affecting the same property shall be submitted more than once every twelve (12) months unless a substantial change in circumstances is demonstrated.
- C. Each application to amend the Official Map shall be filed with the Zoning Administrator, and each application shall be submitted under the following conditions:
 - 1. It shall include, but not be limited to, the following information:
 - i. A legal description of the tract(s) proposed to be re-zoned;
 - ii. A map showing the dimensions, acreage and location of the tract(s) and adjacent land uses;
 - iii. A completed City Zoning Map Amendment application form.
 - iv. The names and addresses of the owners of the adjacent parcels;
 - v. A receipt showing payment of all applicable fees to the City.
 - 2. An application for amendment to the Official Map shall be submitted at least thirty (30) days prior to the date of the public hearing before the City Commission.
 - 3. Once legal notice for the public hearing has been published, a zone change application may not be withdrawn or amended. An applicant may withdraw their application at the public hearing if approved by a majority vote of the members present. Such a withdrawal does not trigger the twelve (12) month waiting period. However, no application may be withdrawn more than once within twelve (12) months from its original submission date.
- D. Applications for Text Amendments. Unless initiated by the City Manager or City Commission, all applications for text amendments to this Chapter must be submitted by one or more owners of

property within the City of Livingston. Each application to amend the text of this Chapter shall be filed with the Zoning Administrator, and each application shall be submitted under the following conditions:

1. It shall include, but not be limited to, the following information:
 - i. The proposed change of the text and that portion of the text proposed to be changed.
 - ii. A completed City application form.
 - iii. A receipt showing payment of all applicable fees to the City.
 - iv. An application for amendment to the text of this Chapter shall be submitted at least thirty (30) days prior to the date of the public hearing before the
 - v. Land Use Board.
 - vi. An application for a text amendment may not be withdrawn or amended after the legal advertising, as required by this section, has appeared for the final public hearing before the City Commission. An applicant may be allowed to withdraw at the time of the Land Use Board hearing by a majority vote of the members present without requiring City Commission approval of the withdrawal and without prejudice with respect to the twelve (12) month waiting period providing, however, that no application be allowed to be withdrawn more than once within the twelve (12) month period after the application shall have first been submitted.
- E. Zoning Administrator's Study and Responsibility. The Zoning Administrator, upon receiving an application for re-zoning of an area or a particular piece of property or for an amendment to the text shall do the following:
1. Consult with other departments of the City or County to evaluate the impact of any zoning change upon public facilities and services including but not limited to schools, drainage, traffic and related facilities;
 2. Study each application with reference to its appropriateness and effect on existing and proposed land use;
 3. Advertise in the legal newspaper fifteen (15) days in advance of the time and place of the public hearing.
 4. In the case of an amendment to the Official Zoning Map, notify, by mail, the applicant and all property owners within three hundred (300) feet of the exterior boundaries of the property subject to the re-zoning: of the time, date, place of the public hearing and the existing and proposed land use classification. Such notification shall be mailed to the applicant and the surrounding property owners no sooner than fifteen (15) days and no later than five (5) days prior to the date of the public hearing. Post the subject property not less than five (5) days prior to the public hearing. Posted notice shall include the nature of the change being requested as well as the time, date and location of the public hearing;

5. Report the findings and conclusions, in writing, to the Land Use Board at least ten (10) days prior to the public hearing. Such report shall be a matter of public record, and shall be forwarded to the City Commission with the Land Use Board's recommendation after the public hearing.
- F. Land Use Board Action. The Land Use Board shall review and take action upon each application in accordance with the provisions of this article, and after a public hearing at which the application has been legally advertised. Each application shall be presented to the Land Use Board by the Zoning Administrator, together with their findings and conclusions on the matter. A written report of the Land Use Board's decision and the Zoning Administrator's findings and conclusions including the basis for the decision shall be submitted to the City Commission.

The Land Use Board shall make a recommendation to the City Commission to:

1. Deny the application for amendment to the Official Map or text; or
2. Grant the application for amendment to the Official Map or text; or
3. Delay action on the application for a period not to exceed thirty (30) days

The Land Use Board shall use Roberts Rules of Order for the conduct of public hearings and meetings.

No member of the Land Use Board may vote on any request which they or any partner has worked, or in which they or any partner has any financial interest or ownership.

The recommendation of the Land Use Board and the time and place of the City Commission's hearing shall be published in the newspaper at least fifteen (15) days prior to the date of the hearing by the City Commission. The City Commission may vote upon the first reading of the amendment at the same meeting at which the public hearing is held. Such a vote may only be taken after the public hearing is held.

- G. City Commission Public Hearing. Before taking action on an application for an amendment to the Official Map or text of this Chapter, and after presentation of the Land Use Board report, the City Commission shall hold a public hearing on the application.

When such proposed amendment has been denied by the City Commission neither it nor one involving the same tract(s) shall be offered for adoption within one (1) year after such denial.

(Ord. 1861, 6/16/97; Ord. 1868, 2/2/98; Ord. No. 2004, § 1, 8/4/08; Ord. No. 2091, § 1, 11/5/20; Ord. No. 2093, § 1, 11/5/20)

Sec. 30.82. Appeals.

- A. **Right to Appeal.** An appeal may be filed by any person, group, organization, taxpayer, or City officer, department, or board that is aggrieved by a decision made in the interpretation, administration, or enforcement of the City's zoning regulations.

- B. **What May Be Appealed.** Appeals may be taken from any order, requirement, decision, or determination made by an administrative official in the enforcement or interpretation of the City's zoning regulations.
- C. **Filing an Appeal.** A party seeking to file an appeal must submit a written appeal application to the Planning Department, together with payment of all applicable fees. The appeal shall state the decision being appealed, the alleged error, and the grounds for the appeal. Appeals must be filed within thirty (30) days of the decision being appealed.
- D. **Hearing and Notice.** The City Commission shall hear and decide appeals in accordance with this section. The Commission shall set a hearing date within thirty (30) days of receiving a complete appeal. Public notice of the hearing shall be provided, and notice shall also be given to the parties of interest. At the hearing, any party may appear in person or by attorney to present evidence and argument. The Commission shall render a decision within ten (10) days following the close of the hearing.
- E. **Effect of Filing an Appeal.** The filing of an appeal shall stay all proceedings in furtherance of the action appealed from. However, the administrative official from whom the appeal is taken may certify to the City Commission that a stay would, in the official's opinion, cause imminent peril to life or property. In such a case, proceedings shall not be stayed except by order of the City Commission or a court of record.
- F. **Decisions of the City Commission.** In deciding an appeal, the City Commission may reverse, affirm, or modify the order, requirement, decision, or determination appealed, in whole or in part. The Commission shall have all the powers of the administrative official from whom the appeal is taken. The concurring vote of four (4) members of the City Commission shall be required to reverse any administrative decision or to decide in favor of the appellant.
- G. **Judicial Review.** Any person aggrieved by a decision of the City Commission under this section, or any taxpayer, or any City officer, department, or board, may present to a court of record a petition specifying the grounds upon which the decision is alleged to be illegal, in whole or in part. Such petition must be filed within thirty (30) days of the City Commission's decision.
- H. **Limitations on Re-Hearing.** If an appeal is denied by the City Commission, no new appeal regarding the same matter shall be filed within one (1) year of the date of denial, unless the City Commission finds that a substantial change in circumstances has occurred that would warrant a new hearing.

(Ord. No. 2004, § 1, 8/4/08; Ord. No. 2076, 12/18/18; Ord. No. 3005, § 2, 4/20/21; Ord. No. 3014, § 2, 8/3/21)

Sec. 30.83. Variances.

- A. **Purpose.** The variance process provides a means to allow exceptions to the requirements of this Chapter when strict application of the standards would create an unnecessary hardship that significantly limits the reasonable use of a property. A variance is not intended to grant special privileges or to permit uses that are not otherwise allowed within the zoning district.

- B. Application Requirements. A complete variance application shall be filed with the Zoning Administrator and must include:
1. A legal and general description of the property.
 2. The name and mailing address of the property owner(s).
 3. A location map showing the subject property and its relationship to adjoining properties.
 4. A dimensioned site plan that shows:
 - i. Existing and proposed buildings, structures, and improvements (clearly labeled and distinguished using solid lines for existing and dashed/dotted lines for proposed).
 - ii. Vehicular access points, driveways, parking spaces, and traffic circulation.
 5. A written statement describing the specific variance requested and the reasons for seeking it
 6. Proof of payment of all required fees.
 7. Once public notice of the application has been issued, the application may not be withdrawn or amended.
- C. Review by Zoning Administrator. Upon receiving a complete application the Zoning Administrator shall:
1. Consult with other City departments to evaluate impacts on public facilities and services.
 2. Review the application for appropriateness and potential effects on existing and proposed land uses.
 3. Provide public notice as follows:
 - i. Publish notice of the public hearing in a newspaper of general circulation at least fifteen (15) days before the hearing.
 - ii. Mail notice to the applicant and all property owners within three hundred (300) feet of the subject property at least ten (10) days before the hearing.
 - iii. Post notice on the subject property at least ten (10) days before the hearing.
 4. Prepare findings and forward a report to the City Commission.
- D. Action by City Commission. The City Commission may grant a variance if it finds that:
1. Strict enforcement of this ordinance would result in unnecessary hardship due to special conditions unique to the property.
 2. The variance will not be contrary to the public interest
 3. The spirit and intent of this ordinance are observed, and substantial justice is done.
- E. No Variance shall be granted for the following:
1. A land use not otherwise permitted in the zoning district.
 2. A proposal that would grant a special privilege inconsistent with limitations placed on similar properties in the district.

The City Commission may impose conditions and/or establish a time limit for beginning or completing the action authorized by the variance. Failure to comply with such conditions or deadlines shall void the variance.

(Ord. No. 2004, § 1, 8/4/08; Ord. No. 2076 , 12/18/18; Ord. No. 3014 , § 2, 8/3/21)

Sec. 30.84. Conditional Uses.

- A. Purpose and Intent: Conditional uses are those land uses which may be appropriate within a given zoning district, but which—due to their nature, scale, or intensity—require individual review to ensure compatibility with surrounding properties and consistency with the goals and intent of the zoning ordinance.

Conditional use permits provide a mechanism to allow flexibility while ensuring that such uses will not adversely impact the public health, safety, or welfare, and that any impacts are mitigated through conditions of approval.

B. Approval Criteria

No Conditional Use Permit shall be approved by the City Commission unless the following findings are made:

1. Compatibility: The proposed use will not place a substantial adverse effect on nearby properties or their occupants.
2. Zoning Intent: The use is consistent with the general purposes and intent of the zoning ordinance, zoning map, and the goals of the City's Growth Policy.
- C. Conditions and Mitigation: Conditions may be imposed as necessary to reduce potential adverse effects and to ensure compatibility with the general public.
- D. Application requirements:

Applications for a Conditional Use Permit shall be submitted to the Zoning Administrator by the property owner or their authorized agent. All applications must include the following:

1. A legal description and general description of the parcel(s) subject to the request.
2. A site map showing the parcel's dimensions, acreage, and location.
3. The name and contact information for the property owner(s).
4. A site plan showing major features of the proposed use, including:
 - i. Location of existing and proposed buildings and structures
 - ii. Off-street parking, loading areas, and service/refuse areas
 - iii. Access points and circulation
 - iv. Landscaping and screening
 - v. Sign locations
 - vi. Open space, if applicable
5. A proposed schedule for development.
6. Any additional information the applicant believes supports the request.

All applications must be accompanied by proof of payment of applicable city fees. Minor errors or omissions in an application shall not invalidate it unless deemed materially incomplete by the Zoning Administrator.

E. Zoning Administrator Review

1. Upon receiving a complete application, the Zoning Administrator shall:
2. Consult with other relevant city or county departments to evaluate potential impacts on public services and infrastructure.
3. Review the application for consistency with the zoning ordinance and adopted plans.
4. Schedule a public hearing before the City Commission and publish notice of the hearing in the city's official newspaper at least fifteen (15) days in advance.
5. Provide written notice by mail to all property owners within three hundred (300) feet of the subject property at least ten (10) days before the hearing, stating the time, date, location, and purpose of the hearing.

F. City Commission Review and Action

The City Commission shall hold a public hearing on the application and consider the Zoning Administrator's report, public testimony, and relevant information. After deliberation, the Commission may:

1. Approve the Conditional Use Permit;
2. Deny the Conditional Use Permit;
3. Approve with Conditions necessary to ensure compatibility and mitigate impacts; or
4. Continue the Hearing for up to thirty (30) days for further consideration.

Article IX. Administration and Enforcement

(Ord. No. 3014 , § 2, 8/3/21)

City Commission (Ord. No. 3014 , § 2, 8/3/21)

Sec. 30.90. Procedure in abatement of violation.

If on any inspection the condition of a building or premises, or its use or occupancy is found not to conform to the provisions of this article, the written notice shall be issued to the owner or tenant, specifying the manner in which the building or premises, or its use or occupancy fails to conform, and the owner or tenant shall take steps to make it conform as directed by the Building Official or other City Official.

Appeal from the actions of the Building Official or other City Official shall be made in conformance with the provisions of Article VIII of this Code.

(Ord. No. 3014 , § 2, 8/3/21)

Sec. 30.91. Penalties for violation.

Violation of the provisions of this article or failure to comply with written notice of correction shall constitute a misdemeanor. Any person who violates this article or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$500 or imprisoned for not more than six (6) months, or both. Each day such violation continues shall be considered a separate offense.

The owner or tenant of any building, structure, premises or part thereof, and any architect, builder, contractor, agent or other person who commits, participates in, assists in, or maintains such violation may each be found guilty of a separate offense and suffer the penalties herein provided.

Nothing herein contained shall prevent the City from taking such other lawful action as is necessary to prevent or remedy any violation or to bring an action to enjoin any violation of this article.

Sec. 30.92. Investigation fee.

Whenever work for which a variance is required has commenced without first obtaining a variance, an investigation fee, in addition to the variance filing fee, shall be charged. The investigation fee shall be set by the City Commission by separate resolution. The fee must be paid prior to submission of a variance application. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this article, nor from any penalty prescribed by law.

(Ord. No. 3045 , § 1, 10/3/23)

Article X. Conflict with Other Laws, Separability Clause, Repeal of Conflicting Ordinances, Schedule of Fees

Sec. 30.100. Conflict with other laws.

In their interpretation and application, the provisions of this Chapter shall be held to the minimum requirements adopted for the promotion of the public health, safety and general welfare. Whenever the requirements of this Chapter are in variance with requirements of any lawfully adopted rules, regulation, ordinance deeds, restrictions or covenants, the most restrictive, or that imposing the higher standards, shall govern.

Sec. 30.101. Separability clause.

If any provision of this Chapter or the application thereof to any person or circumstances is held to be invalid, such invalidity shall not affect other provisions or applications of this Chapter which can be given effect without the invalid provision or application, and to this end the provisions of this Chapter are declared to be severable.

Sec. 30.102. Repeal of conflicting ordinances.

All ordinances or parts of the ordinance in conflict herewith are hereby repealed to the extent necessary to give this Chapter full force and effect.

Sec. 30.103. Schedule of application fees.

Application fees shall be set by separate resolution.

(Ord. 1479, 3/16/81; Ord. 1532, 11/5/84; Ord. 1544, 2/4/86; Ord. 1548, 4/21/86; Ord. 1573, 5/4/87; Ord. 1578, 10/5/87; Ord. 1667, 7/3/90; Ord. 1861, 6/16/97; Ord. 1871, 4/20/98; Ord. No. 3014 , § 2, 8/3/21)