

Derby Design Review Board

June 8th, 2026



Commerce
CITY

DERBY
Downtown District

Joe Reilly Park

DISCUSSION

Purpose

–

Present recommended updates on the Derby Review Board

Share proposed changes related to Catalyst Funds

Provide context for why modernization is needed now

Seek Council alignment on next steps

BACKGROUND AND CONTEXT

The Derby Review Board was created in 2012 to protect Derby's unique character:

- Under the newly adopted Land Development Code (Chapter 21), there is **no regulatory role or design review authority assigned to the Derby Review Board**, and no reference to a Derby-specific review process. The DRB does not appear in the application decision tables that assign review responsibility (e.g., Director, Planning Commission, City Council).
- The existing Derby PUD includes references to 1970-era design themes but does **not create a legally enforceable design authority** for the DRB; nor does the URA's role provide independent review authority.

Why We're Here Today -

- The DRB does not fit within the newly adopted LDC framework.
- The lack of alignment between the Municipal Code, the PUD, and the LDC has created unpredictability and applicant confusion.
- Modernization is needed to bring Derby back into the standard review and land use processes used citywide.



Two Governance Philosophies

- **Option 1: Standard LDC-based entitlement and design review**
 - Fast, predictable, streamlined
 - No DRB involvement
 - Aligns with CAO recommendation

- **Option 2: Council oversight via DRB or similar mechanism**
 - Would add time and reduce predictability
 - Could conflict with newly adopted LDC
 - Would require code amendment(s) to create a new defined review role



Direction Needed From Governing Bodies

A. Dissolve the Derby Review Board to eliminate conflicting review structures and realign Derby development review with the standard LDC process.

B. The URA is the legally appropriate body where design or area-identity input is provided — not a separate design review board.

C. Confirm that the Catalyst Fund should continue under the URA.

- Confirm that the Council supports the expansion of eligible uses by creating a Facade Landscape Improvement Program (FLIP) to support redevelopment that addresses blight.

Summary of Ask & Next Steps

Requested Alignment

- Confirm support to sunset DRB and shift review functions
- Confirm direction on the future structure and eligible uses of the Derby Catalyst Fund under the URA
- Confirm support to proceed with FLIP development
- Staff will establish a community advisory group (no Council action needed)

Next Steps

- Staff drafts necessary ordinance updates, IGA revisions, and program framework
- Return to Council with materials for review and refinement
- Incorporate Council feedback prior to any formal action



Closing

We welcome questions, clarification, and Council input before proceeding.



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Reference

Sec. 2-3003. - Derby review board.

- (a) Establishment and powers. The Derby review board is hereby established for the purpose of interpreting and applying the Derby design guidelines to development in the Derby sub-area. To effectuate such purpose, the Derby review board shall have the following powers:
 - (1) To hear and take action on development applications for the Derby sub-area in accordance with the Derby design guidelines, as amended from time to time.
 - (2) To hear and take action on requests for variances to the standards contained in the Derby design guidelines, so long as such variances otherwise satisfy the intent of the Derby design guidelines as determined by the Derby review board.
 - (3) In accordance with the purposes of the Derby commercial catalyst program, to hear and take action on requests for Derby commercial catalyst funds and to establish criteria and policies for the provision of such funds, including limitations on the time, manner and location such funds must be used, as deemed necessary by the Derby review board.