



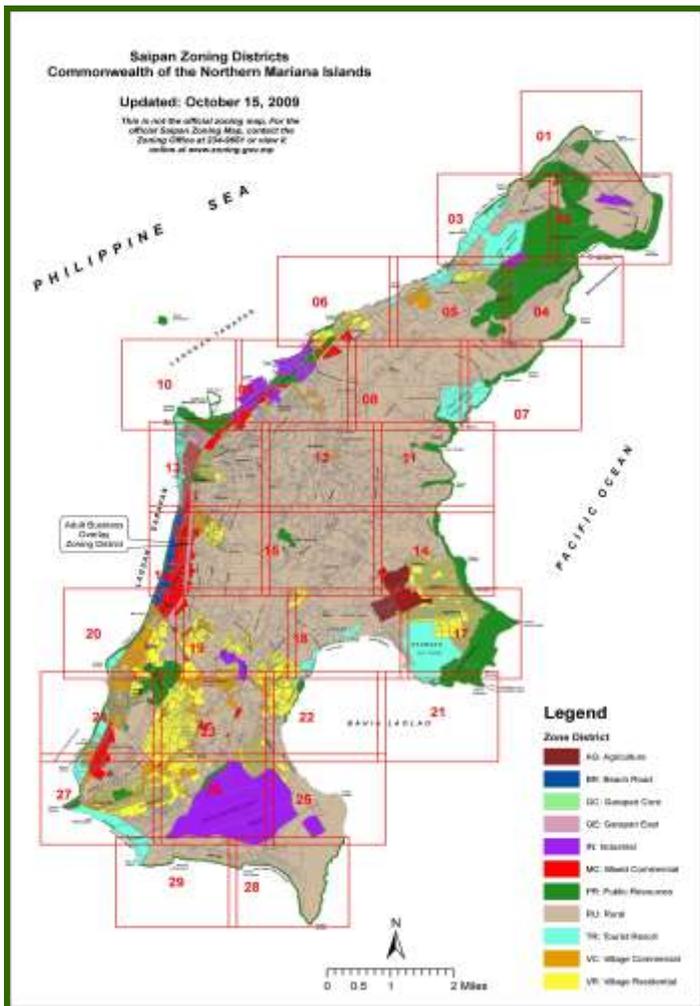
# Saipan Zoning Office

## 2012 Annual Report

*“Improving our Quality Of Life”*

### Major Improvements:

- New developments are more attractive and pedestrian-friendly.
- Neighborhood, commercial, and industrial developments continue to be separated.
- Pokers, auto shops, and industrial type of activities continue to be kept out of the villages.
- Safer and more attractive parking lots and road accesses are being constructed.
- Attractive and durable signs continue to appear around the island.
- Subdivisions continue to be designed with streets that are wide enough for cars to pass, with turn-around areas for emergency vehicles and with formal dedications of easements and streets.



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- Continued control on prohibiting of off-site billboards and the organization of the use of non-durable banners.
- Amendments have been made to the zoning application forms to streamline the permit processing.

### THE BOARD

*CHAIRMAN*  
*Diego C. Blanco*

*VICE—CHAIRMAN*  
*Herman P. Sablan*

*SECRETARY*  
*Gus M. Kaipat*

*TREASURER*  
*Alice S. Igitol*

*MEMBER*  
*Natalie Ayuyu*

*MEMBER*  
*Bruce Bateman*

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## Program Tasks:

The Zoning office continues to work on the following tasks to ensure the continuation of this program:

- Conducting outreach programs and announcements through press releases, radio or television shows to educate businesses and the public about the zoning law.
- Pre-Application processing to continue coordinating with other regulatory agencies to avoid overlapping guidelines in the permitting process and reach workable solutions.
- Implementing the Public Nuisance section of the law (section 1209) to enhance aesthetic appearance and ensure clean and safe environments.
- Creating a new and improved 2013 Saipan Zoning Law and the official zoning maps which now await action by the Saipan and Northern Islands Legislative Delegation (SNILD).



*Upper right: Extension on Himawari Building, Garapan  
Center: First phase construction of the Leadership Memorial Courtyard, Chalan Kanoa  
Below: The construction and completion of the Town House Storage & Refrigeration, Lower Navy Hill*





*Left: Extension on Kevin Dept. Store's façade, Chalan Kanoa  
 Upper Left: Construction of new Capitol Hill market, Capitol Hill,  
 Upper right: Improved landscaping at a San Vicente residence  
 Right: Construction and improvement on building sign and façade, Paseo De Marianas*



*Above: New improved awning on building's exterior  
 Right: Improved daycare facility with fenced playground, landscaping*

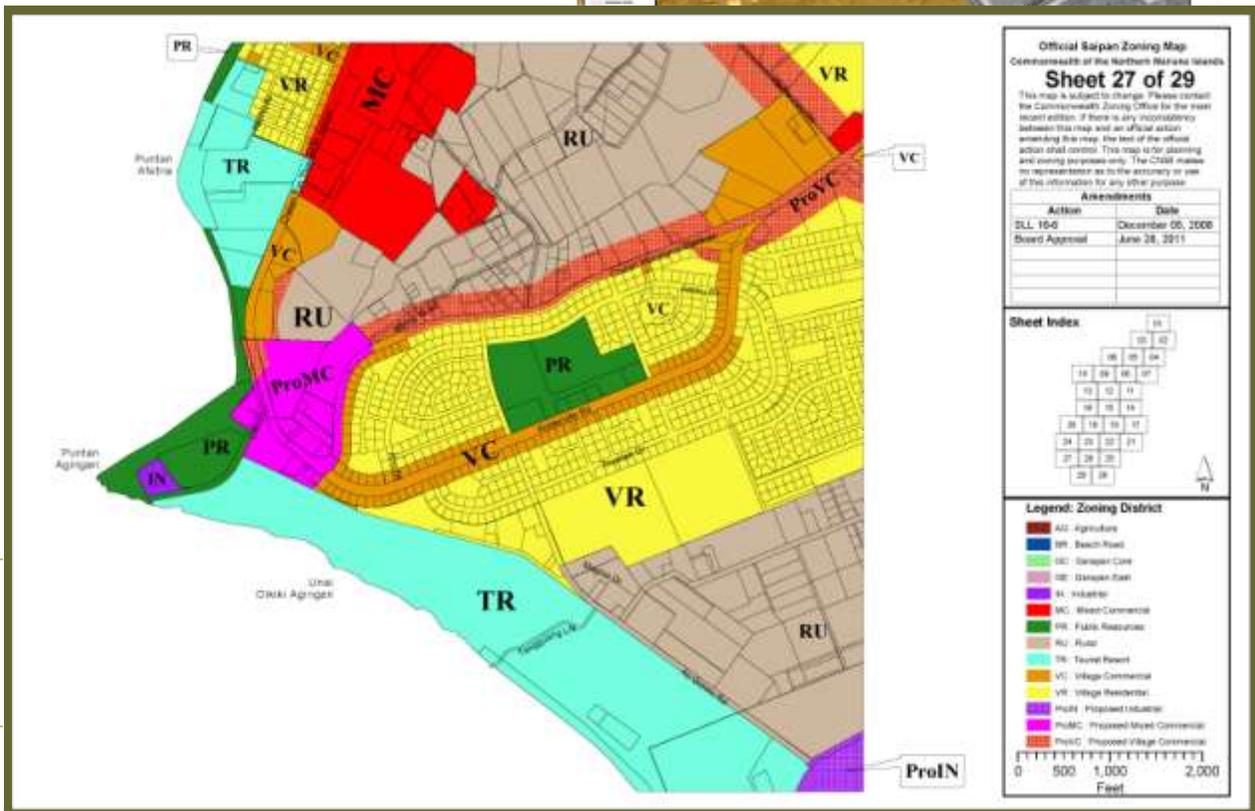
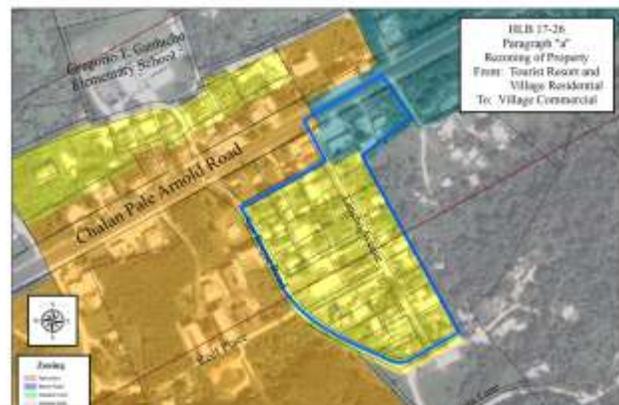


## Building capacity to issue and enforce zoning permits:

To fulfill the requirement on building our capacity on the issuance and enforcement of zoning permits, the Zoning Office continues its work on improving the following:

- our database system to keep information as current and accurate as possible.
- our GIS system to incorporate As-built Survey plats, as well as to link the GIS with our database system to ensure that pertinent information on the database is readily visualized on the GIS map.
- updating of the zoning

maps to include all changes in the subdivisions which have occurred since the inception of the law in 2007.



New colored map sheets to be inserted in the proposed Saipan Zoning Law of 2013

## Permit Process:

• The zoning office has processed over 14,500 inquiries and permits since its inception 5 years ago. The process included permits on land use developments, non-conforming structures and uses, rezones, subdivisions, and conditional uses. Our office also continues to receive inquiries and assist applicants with questions regarding the program, as well as to conduct permit reviews and preliminary meetings prior to permit issuance for any developments.

Applications/ Actions	2012	2011
• Conditional Use	10	17
• Major site plans	13	9
• Minor site plans	34	48
• Zoning permit/ variance	64	69
• Minor/ Major subdivisions	58	43
• Single Family Dwelling	33	35
• Home Business	82	87
• Temporary use	7	43
• Nonconforming registration	12	20
• Sign	151	164
• Zoning Inquiry/ Clearance	2259	2044

Above & Below: Graphical illustrations of Zoning Statistics for years 2011 and 2012



## Public Outreach:

Numerous public hearings, village meetings and educational presentations were held throughout to continue promoting public awareness of the zoning program and gathered many public comments and concerns about developments on the island.

The Zoning Board and office continue to provide more public awareness and education about zoning through public hearings. As usual, more detailed information about changes in district boundaries (rezones), conditional uses, and the activities of the Board and office are publicized in the media on a regular basis.



*Above: Pre-application meeting with agencies to hear a developer's project*

*Below & inset: Public hearing on a contested case before the Zoning Board*





*The Board conducting public hearing*

## Enforcement:

- Enforcement activities continue to improve to enforce sections of the zoning law such as signs, public nuisance, safe parking, proper landscaping, building designs, or property setbacks.



*Above & inset: Parked cargo containers fronting Beach Road; Below left & below: Unpermitted wall and building sign*





*Above: Cargo container parked in regular parking stalls,  
Garapan Core*

*Upper Right: Junk car and other nuisance within public view  
Right: Damaged building sign, San Antonio*



*Upper Left : Unpermitted extension, Lower Base  
Above: Unpermitted activity in a Village Residential zone, Oleai  
Left: Unpermitted construction, Dandan*



Junk Vehicles and appliances within public view around the island.



Left: Damaged building with debris; Upper right: Unpermitted building extension; Right: Unpermitted banners



## Current & Upcoming Projects:

Following are projects which the Board and staff aim to accomplish within Fiscal Year 2013:

**A. To update the 2008 Saipan Zoning Law; The Board presented the final draft of the law with amendments to the public for comments, and had submitted the final draft of the proposed law to the Legislature for adoption. The main highlights of these changes include:**

- Allowing small scale restaurants, bakeries, small stores, snack bars, and office spaces within Residential zones as conditional uses.
- Streamlining the requirements from private land-

owners for subdivision of properties

- Changing the district boundaries (rezone) of certain main highways throughout the island to allow for commercial development.
- Amortizing schedules for the removal of non-conforming structures and signs.

**B. To finalize procedures for the removal of abandoned buildings.**

**C. To finalize procedures for the removal of non-conforming structures and signs.**



*Above: Partly shown abandoned structure across from Fiesta Resort;  
Below: Abandoned/ damaged structure across from Kanoa Resort*



## Future Challenges:

- During this fiscal year, the zoning program experienced tremendous shortfalls in its overall budget, due mainly to the discontinuance of its local funding from the Saipan and Northern Islands legislative delegation, as well as the discontinued assistance from OIA which was used primarily to fund the program's start-up costs. The office, however, continues to prioritize its search for alternative funding sources to help maintain its operations and public services.



- The program, to-date, is still experiencing high demand of application processing and enforcement activities. While our permitting staff of three zoning officers can cover the needs of processing and evaluating permits, we have yet to find enough funding to help with the hiring of enforcement officers to oversee and uphold consistent compliance with the provisions of the zoning law.

*Above : A corner lot on Beach Road, Garapan (future site of a new commercial building)*

*Below & inset: Improvement on building awning over walkway, Garapan Hotel Street*



## Program Involvement & Participation:

The Zoning Office is committed to stay involved with activities amongst our government agencies as it aims to participate in improving our islands' overall image, environment, property values, and quality of living.

Currently, the staff is participating in the following groups:

- A. Climate Change Working Group Committee (CRM)*
- B. Garapan Conservation Action Group (DEQ)*
- C. Tourism Task Force*
- D. Junk Car program (with Saipan Mayor's Office)*
- E. DEQ monthly brigade cleanups*

