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## **CITY COUNCIL WORKSHOP ITEM**

### **CITY OF FAIR OAKS RANCH, TEXAS**

**April 20, 2023**

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**AGENDA TOPIC:** Discussion on advancing the Planning and Zoning Commission's submission of the proposed amended City of Fair Oaks Ranch Unified Development Code (UDC)

**DATE:** April 20, 2023

**DEPARTMENT:** Public Works and Engineering Services

**PRESENTED BY:** Katherine Schweitzer, P.E., Manager of Engineering Services  
Lata Krishnarao, AICP, LEED ND, Consultant, Ardurra  
Bobbe Barnes, Planning and Zoning Commission Chair

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### **INTRODUCTION/BACKGROUND:**

The Planning and Zoning Commission (P&Z) has been working with city staff and the consultant on amending the Unified Development Code (UDC). A series of work sessions have been held to discuss the diagnostic findings of the current UDC, gather P&Z's input on the issues identified, and review the proposed amendments. In addition, staff also provided input and recommendations for updates to the UDC. Furthermore, the staff's experience in utilizing the current UDC to undertake review of planning applications has assisted in identifying areas of improvement.

### **PURPOSE:**

On March 9, 2023, the Planning and Zoning Commission made a recommendation motion to submit the proposed amended City of Fair Oaks Ranch Unified Development Code to the City Council for next steps. After incorporating final P&Z and legal comments, the proposed amended UDC was provided to City Council in advance of tonight's meeting and placed on the city's website.

Tonight's agenda item is to provide the City Council with additional supportive documents relative to the proposed UDC amendments:

1. UDC Amendment Schedule
2. UDC Amendments Summary of changes after the P&Z's October 2022 meeting
3. UDC Amendments Summary of P&Z feedback and responses

Additionally, the staff seeks input and direction from the City Council on how they wish to advance the amended UDC, if desire to do so. Following are two scenarios:

1. City Council agrees with the amendments as presented and calls for a Joint Public Hearing; or
2. City Council reviews and provides updates to the proposed amended UDC at future workshop(s).

**PROCESS:**

The City Council had tasked the P&Z to review the UDC and make amending recommendations to the City Council. The redlined version and clean copy incorporating the proposed UDC amendments was finalized by P&Z on March 9, 2023. At that meeting the P&Z made a recommendation motion to the City Council to consider and adopt the proposed amendments.

Upon the City Council's review, if they desire to proceed to adopt the amendments, a joint public hearing will be required. After the joint public hearing, the P&Z may recommend approval/denial. The City Council is the final authority and will consider the amendments and the P&Z recommendation at a future meeting following P&Z action and the public hearing.

**Attachment 1**  
**UDC Amendment Schedule**

<b>FAIR OAKS RANCH UNIFEID DEVELOPMENT CODE AMENDMENTS SCHEDULE</b>	
Updated: 3/31/23	
<b>Task</b>	<b>Timeline</b>
<b>Findings/Visioning - P&amp;Z &amp; staff input, review of current UDC</b>	
P&Z work session	March 11, 2021
P&Z work session	March 25, 2021
P&Z work session	April 8, 2021
P&Z work session	April 22, 2021
P&Z work session	May 13, 2021
P&Z work session	May 13, 2021
P&Z reviewing info. presented at work sessions (no meetings)	June - July 2021
<b>Summary of findings</b>	
Summary of P&Z input (concerns, vision, and recommendations) sent to P&Z	July 2021
<b>Draft Amendments</b>	
Prepared, red-lined version, incorporated P&Z input, and summarized changes	August 2021
Website updated	August 2021
<b>Review of Draft Amendments</b>	
Red-lined reviewed by P&Z - commenced	September 2021
Website updated	October 2021
P&Z Meeting - Reviewed redlined draft with P&Z	October 14, 2021
P&Z Meeting - Reviewed redlined draft - chapter review	November 10, 2021
P&Z Meeting - Reviewed redlined draft - chapter review	December 9, 2021
P&Z Meeting - Reviewed redlined draft - chapter review	January 13, 2022
P&Z Meeting - Reviewed redlined draft - chapter review	January 27, 2021
P&Z Meeting - Reviewed redlined draft - chapter review	February. 24, 2022
P&Z Meeting - Reviewed redlined draft - chapter review	March. 10, 2022
P&Z Meeting - Reviewed redlined draft - chapter review	Mach 29, 2022
Website updated	April 2022
P&Z Meeting - Reviewed redlined draft - chapter review	April 26, 2022
P&Z Meeting - Reviewed redlined draft - chapter review	May 12, 2022

P&Z Meeting - Reviewed redlined draft - chapter review	May 26, 2022
Website updated	June 2022
P&Z Meeting - Reviewed redlined version for recommendation to City Council	July 14, 2022
<b>Finalization of Draft Amendments</b>	
Format finalized	July 2022
Legal Review	August - November 2022
Incorporated legal comments and redraft sections	November – Dec. 2022
Website updated	January 2023
Legal review of major issues and document update for P&Z review	January 2023
Website updated	February 2023
P&Z meeting - reviewed draft	February 9, 2023
Website updated	March 2023
<b>P&amp;Z Recommendation and Council Consideration and Action</b>	
P&Z meeting - made a recommendation to City Council	March 9, 2023
Finalize document for City Council review (incorporate final P&Z and legal comments)	March 31, 2023
Present Amendments to City Council	April 20, 2023
Work session with City Council to discuss the amendments and set public hearing dates	TBD
Incorporate City Council input	TBD
Joint public hearing and adoption	TBD
Continue to update the website	Ongoing