



## CITY OF FAIR OAKS RANCH

# PLANNING AND ZONING COMMISSION MEETING

Thursday, March 14, 2024 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

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## MINUTES

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### OPEN MEETING

1. Roll Call - Declaration of a Quorum

Present: Chairperson Bobbe Barnes and Vice-Chairperson David Horwath

Commissioners: Linda Tom, Eric Beilstein, Shawna Verrett, Dale Pearson, and Lamberto "Bobby" Balli

With a quorum present, the meeting was called to order at 6:30 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

*Shawna Verrett arrived at 6:31 PM*

### CITIZENS and GUEST FORUM

3. **Citizens to be heard.** – None.

### CONSENT AGENDA

4. **Approval of the February 8, 2024 Planning and Zoning Commission Regular Meeting Minutes.**

MOTION: Made by Commissioner Balli, seconded by Commissioner Tom, to approve the Consent Agenda.

VOTE: 7-0, Motion Passed.

### WORKSHOP

5. **Updated Unified Development Code Amendments related to Subdivision Design, Infrastructure, Drive Through, Parking Lots, Building Standards, and Landscaping.**

Lee Muniz, P.E., Manager of Engineering Services, led a workshop with the Commission regarding UDC amendments related to Subdivision Design, Infrastructure, Drive Through, Parking Lots, Building Standards, and Landscaping. Mr. Muniz explained the policy changes and the reasoning for staff recommendations. The Commission concurred with most recommendations brought forth by staff and recommended some changes. The P&Z agreed to advance the 7 categories to the City Council.

6. **Mixed Use Village Residential Component.**

Grant Watanabe, P.E., Director of Public Works and Engineering Services, led a workshop regarding revisions to residential component of Mixed-Use Village. The Commission

requested an “\*” (asterisk) be added to Single Family Residential and not define lot sizes noting the zone change process can be used when a developer desires 100% of a use.

**7. Prioritizing remaining Unified Development Code policy amendments and providing an updated advancement plan.**

Scott M. Huizenga, ICMA-CM, City Manager, led a workshop regarding the prioritization of remaining Unified Development Code policy amendments and provided a verbal updated advancement plan. City Manager Huizenga explained that the “UDC problem statements” previously identified by the Commission, would need to be defined. To assist them, he provided a handout entitled “Proposed Remaining UDC Categories to Review.” At the request of Chairperson Barnes, the item was postponed until the next P&Z meeting.

**CONSIDERATION / DISCUSSION ITEMS**

**8. Consideration and possible action recommending a change to the Planning & Zoning Commission Rules of Procedure.**

MOTION: Made by Commissioner Verrett, seconded by Commissioner Balli, to recommend to the City Council that the P&Z Rules of Procedure be amended by:

- removing the original staggered term language in Rule 2.2 as noted above.
- removing the requirement that City Council ratify P&Z meeting date changes in Rule 10.3 as noted above.

VOTE: 7-0, Motion Passed.

**ADJOURNMENT**

Chairperson Barnes adjourned the meeting at 8:28 PM.

ATTEST:

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Bobbe Barnes, Chairperson

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Christina Picioccio,  
TRMC, City Secretary