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## PLANNING & ZONING CONSIDERATION ITEM

### CITY OF FAIR OAKS RANCH, TEXAS

March 10, 2022

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AGENDA TOPIC: Consideration and possible action on canceling the March 24<sup>th</sup> special meeting and setting additional special meetings for discussion of proposed amendments to the City's Unified Development Code.

DATE: March 10, 2022

DEPARTMENT: Public Works

PRESENTED BY: Katherine Schweitzer, P.E., Manager of Engineering Services

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#### **INTRODUCTION/BACKGROUND:**

The Planning and Zoning Commission is holding special meetings to discuss and recommend proposed amendments to the City's Unified Development Code (UDC). Due to the project length, the process requires several meetings at the Planning and Zoning Commission's discretion.

Previously, the P&Z set one special meeting a month through March. To continue advancing this project, additional special meetings are needed. Below, in orange, are staff's recommendations. In addition, city staff finds the March 24<sup>th</sup> meeting conflicts with the State of the City event. Staff recommends the cancelation of this meeting.

#### **March 2022**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10 Regular P&Z Meeting @ 6:30pm	11	12
13	14	15	16	17	18	19
20	21	22 Potential Special Meeting @ 6:30pm	23	24 Request to Cancel Mtg	25	26
27	28	29	30	31		

## April 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 Potential Special Mtg @ 6:30pm	6	7	8	9
10	11	12	13	14 Regular P&Z Meeting @ 6:30pm	15 Good Friday Holiday	16
17	18	19 Potential Special Mtg @ 6:30pm	20	21	22	23
24	25	26 Potential Special Mtg @ 6:30pm	27	28 Recommended Potential Special Meeting @ 6:30pm	29	30

## May 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12 Regular Meeting @ 6:30pm	13	14
15	16	17 Potential Special Mtg @ 6:30pm	18	19	20	21
22	23	24 Potential Special Mtg @ 6:30pm	25	26 Recommended Potential Special Mtg @ 6:30pm	27	28
29	30 Memorial Day Holiday	31				

## June 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9 Regular Meeting @ 6:30pm	10	11
12	13	14 Potential Special Mtg @ 6:30pm	15	16	17	18
19	20	21 Potential Special Mtg @ 6:30pm	22	23 Recommended Potential Special Mtg @ 6:30pm	24	25
26	27	28	29	30		

In accordance to the P&Z rules of procedures, section 11.1:

*When needed, special meetings may be called by the Chairperson, at the request of two (2) or more members, or by a majority of the Commission at any previous meeting and, shall be scheduled by the City Manager*

Tonight's agenda item is to consider and approve the cancellation of the March 24<sup>th</sup> meeting and setting additional special meeting dates.

### **POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

1. Ensures Commissioners have an effective and efficient time frame to review proposed revisions to the UDC.
2. Complies with the P&Z rules and procedures relative to calling special meetings.

### **LONGTERM FINANCIAL & BUDGETARY IMPACT:**

Budgeted under the Engineering Services Department.

### **LEGAL ANALYSIS:**

N/A

### **RECOMMENDATION/PROPOSED MOTION:**

I move to approve canceling the March 24<sup>th</sup> special meeting and setting (insert dates) as special meeting dates of the P&Z Commission for discussion and approval of proposed amendments to the City's Unified Development Code.