



**PLANNING & ZONING COMMISSION CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**June 6, 2023**

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AGENDA TOPIC: Consideration and possible action recommending approval of proposed amendments to the Unified Development Code, specifically those related to Topic #1 Administration, and authorizing its presentation to City Council

MEETING DATE: June 6, 2023

DEPARTMENT: Public Works and Engineering Services

PRESENTED BY: Grant Watanabe, P.E., Director of Public Works & Engineering Services  
Lata Krishnarao, A.I.C.P., Ardurra

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**BACKGROUND:**

At its meeting on April 20, 2023, the City Council directed the Planning and Zoning Commission (P & Z) to categorize the proposed UDC amendments by topic and prioritize them for City Council consideration. At its meeting of May 11, 2023, the P & Z discussed topic prioritization and summary report format, that was subsequently reviewed and approved by the City Council at their meeting of May 18, 2023, as follows:

Topics:

- Topic # 1 Administration (Foundation)
- Topic # 2 Zoning
- Topic # 3 Subdivision Standards
- Topic # 4 Site and Building Standards
- Topic # 5 Others (Signs, Compliance & Enforcement, Definitions etc.)

Work session schedule with topics:

- P&Z special meeting of June 6, 2023 – Topic #1
- P&Z meeting of July 13, 2023 – Topic #2
- P&Z meeting of Aug 10, 2023 - Topic #3
- P&Z meeting of Sept 14, 2023 – Topics #4 & #5
- Additional dates as determined by P&Z

Change Summary Report:

TOPIC #4 Example Only

|   | Sections           | Change                                 | Reason  |
|---|--------------------|--|---|
| 1 | Section 7.8<br>(7) | “Heritage Plan” changed to “Tree Plan” | To avoid confusion with Heritage Tree. May be a typo. |
| 2 | Section 7.8<br>(5) | Approval for removal of diseased tree  | Compliance with LGC 212.905                           |
| 3 | Section x.x<br>(x) | xxxxxxxxxxxxxxxxxxxxxxxxxxxx           | xxxxxxxxxxxxxxxxxxxxxxxxxxxx                          |
|   |                    | To be added as needed                  |   |

The purpose of this meeting is to review the changes related to Topic #1 Administration, the majority of which fall within chapters 1-3. Attachments include the following:

- 1) Change Summary Report
- 2) Change Summary Report w/Vice-Chairperson’s initial comments and Ardurra’s responses
- 3) Redlined version of Chapters 1-3
- 4) Clean version of Chapters 1-3

**LEGAL ANALYSIS:**

Legal has attended all P&Z meetings, provided necessary guidance, and reviewed the UDC amendments.

**RECOMMENDATION/PROPOSED MOTION:**

I move to recommend approval of the of proposed amendments to the Unified Development Code, specifically those related to Topic #1 Administration, and authorize its presentation to City Council.