



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Text Amendments TA-2023-03 – Planning & Community Development

Submitted By: SaVaughn Irons

Date Submitted: July 28, 2023

Work Session Date: August 7, 2023

Council Meeting Date: August 7, 2023

Background/History:

The Planning & Community Development Department has discovered some areas of the Code of Ordinances that need to be amended for clarity and formal processes. This update creates a standard monthly due date for applications to be submitted by the second Wednesday of each month as well as proposing the meeting date to occur on the third Friday of each month. The previous ordinance did not provide an organized process for when applications can be received, and did not provide an explicit timeline, leaving too much room for an unorganized process for both applicants and staff. This update will clarify application submittal deadlines, meeting dates and create a more fluid process for the urban design review board members, city staff and the applicant. Planning Commission has recommended approval based on the July 20, 2023, Planning Commission meeting

Cost: \$ 0.00

Budgeted for: _____ **Yes** _____ **No**

Financial Impact: n/a

N/A

Action Requested from Council:

Approval of the text amendment.