



## AGENDA STAFF MEMO

**TO:** Honorable Mayor and City Council Members  
**FROM:** Sara Leaders, PE, Community Development and Public Works Director  
**DATE:** Submitted on March 9, 2026, for the March 16, 2026, Regular City Council Meeting (*First Presentation*) and the April 13, 2026 Regular City Council Meeting (*Zoning Agenda*).

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*Sara Leaders*  
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**AGENDA ITEM:** Consideration of **RZ26-01** for a Text Amendment to Article 8 Use Provisions, Article 11 Environment, and Article 12 Administration of the Unified Development Code for the City of Milton to Update Notice Requirements for Public Hearings to Match Revisions to State Requirements.

### SUMMARY:

**RZ26-01** – The purpose of this text amendment is to update the notice requirements for public hearings to align with revisions to state requirements. Currently, the Unified Development Code requires notice to be provided not less than 30 days and not more than 45 days prior to a public hearing. This amendment would revise that requirement to not less than 15 days and not more than 45 days throughout the Unified Development Code. The sections being updated include:

- 1) Adult entertainment establishments – Sections 8.5.1(A)(4)(c) and 8.5.1(B)(4)(c)
- 2) Stream buffers – Section 11.5.7(B)(2)(b)
- 3) Zoning map amendments or text amendments to the UDC – Section 12.3.2(A)(3)
- 4) Requests for relief (primary variances) – Section 12.4.3(J)(1)(a)
- 5) Historic preservation – Sections 12.7.1(D)(3) and 12.7.4(E)

There were no attendees at the January 27, 2026 Community Zoning Information Meeting. The Planning Commission voted unanimously to approve the text amendment as presented at the February 25, 2026 meeting.

### REVIEW & APPROVALS:

**Legal Review:** Paul Frickey, Jarrard & Davis, LLP – February 17, 2026  
**Concurrent Review:** Steven Krokoff, City Manager –

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*Steven Krokoff*  
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### ATTACHMENT(S):

Ordinance Amendment

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**AN ORDINANCE TO AMEND ARTICLE 8 USE PROVISIONS, ARTICLE 11 ENVIRONMENT, AND ARTICLE 12 ADMINISTRATION, OF THE UNIFIED DEVELOPMENT CODE FOR THE CITY OF MILTON, TO UPDATE THE NOTICE REQUIREMENTS FOR PUBLIC HEARINGS TO MATCH REVISIONS TO STATE REQUIREMENTS**

**BE IT ORDAINED** by the City Council of the City of Milton, GA, while in a regularly called council meeting on April 13, 2026, at 6:00 p.m., as follows:

**SECTION 1.** That Section 8.5.1(A)(4)(c) be amended by changing “not less than 30 and not more than 45 days” to read “not less than 15 and not more than 45 days”.; and

**SECTION 2.** That Section 8.5.1(B)(4)(c), be amended by changing “not less than 30 and not more than 45 days” to read “not less than 15 and not more than 45 days”.; and

**SECTION 3.** That Section 11.5.7(B)(2)(b) be amended be amended by adding “not less than 15 and not more than 45 days prior to such public hearing”.; and

**SECTION 4.** That Section 12.3.2(A)(3) be amended be amended by changing “at least 30 days and not more than 45 days” to read “not less than 15 and not more than 45 days”.; and

**SECTION 5.** That Section 12.4.3(J)(1)(a) be amended be amended by changing “at least 30 days, but no more than 45 days” to read “not less than 15 and not more than 45 days”.; and

**SECTION 6.** That Section 12.7.1(D)(3) be amended be amended by changing “not less than 30 and not more than 45 days” to read “not less than 15 and not more than 45 days”.; and

**SECTION 7.** That Section 12.7.4(E) be amended by changing “not less than 30 and not more than 45 days” to read “not less than 15 and not more than 45 days”.; and

**SECTION 8.** All ordinances, parts of ordinances, or regulations in conflict herewith are repealed; and

**SECTION 9.** That this Ordinance shall become effective upon its adoption.

**ORDAINED** this the 13<sup>th</sup> day of April, 2026.

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Peyton Jamison, Mayor

Attest:

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Tammy Lowit, City Clerk