

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: April 21, 2021

Submitted By:

Staff

Agenda Item:

Public hearing, discussion, and possible action on proposed amendments to the City's Code of Ordinances establishing administrative approval of plats and vacating plats, and revising noticing requirements.

Description:

At the February City Council Meeting the City Council directed the Planning and Zoning Commission to review the Plat Approval Process to allow for administrative approval of plats.

At the April Planning and Zoning Commission meeting, the Commission reviewed three documents.

1. Administrative Approval of Plats and Vacating Plat Process, would allow staff to approve most plats that currently go before the Planning and Zoning Commission and City Council, including minor plats and amending plats, which are not currently detailed in the Code of Ordinances. Plat vacations, and replats meeting certain parameters would still go before the Planning and Zoning Commission. Also, staff could request a public hearing before the Planning and Zoning Commission when deemed appropriate.

Jordan Scott motioned that under item 13, Administrative Approval of Plats and Vacating Plat Process, that the Planning and Zoning Commission does not recommend approval. Michael Rhodes seconded the motion. The motion passed 6-0.

2. Notice requirements of certain replats, would change the notice requirements to mirror those enumerated in state code. This action would need to be done in conjunction with allowing administrative approval of plats, but would not necessarily be needed if the plat approval process remained the same.

Michael Hall motioned to recommend disapproval of changes to notice requirements at this time. Tony Stein seconded the motion. The motion passed 6-0.

Action Requested:

Staff requests that City Council consider the documents provided by Counsel and either recommends approval, or provide direction for language changes.

Fiscal Impacts:

These actions would reduce the financial burden of noticing the public on legal documents which by law require approval if they meet all requirements expressed in the code.

Attachments:

1. Ordinance 04-21-2021-09A – Administrative approval of plats and vacating plats
2. Ordinance 04-21-2021-09B – Platting application process and notice requirements