



## CITY OF FAIR OAKS RANCH

# PLANNING AND ZONING COMMISSION SPECIAL MEETING

Thursday, May 26, 2022 at 6:30 PM

Public Safety Training Room in the Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

---

## AGENDA

---

### OPEN MEETING

1. Roll Call - Declaration of a Quorum
2. Pledge of Allegiance

### CITIZENS and GUEST FORUM

*To address the Commission, please sign the Attendance Roster located on the table in the foyer of the Public Safety Room. In accordance with the Open Meetings Act, the Commission may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each.*

3. Citizens to be heard

### CONSIDERATION / DISCUSSION ITEMS

4. Review and discussion of proposed amendments to the City of Fair Oaks Ranch Unified Development Code.

Katherine Schweitzer, P.E., Manager of Engineering Services  
Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation

### ADJOURNMENT

---

**Signature of Agenda Approval:** s/ Carole Vanzant

Carole Vanzant, Assistant City Manager

I, Christina Picioccio, TRMC, City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the City's website [www.fairoaksranchtx.org](http://www.fairoaksranchtx.org), both places being convenient and readily accessible to the general public at all times.

As per Texas Government Code 551.045, said Notice was posted by 6:30 PM, May 23, 2022 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch Police Station is wheelchair accessible at the front main entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available.



**PLANNING & ZONING CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**May 26, 2022**

AGENDA TOPIC: Review and discussion of proposed amendments to the City of Fair Oaks Ranch Unified Development Code.

DATE: May 26, 2022

DEPARTMENT: Public Works and Engineering Services

PRESENTED BY: Katherine Schweitzer, P.E., Manager of Engineering Services  
 Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation

**INTRODUCTION/BACKGROUND:**

During the past year the Planning and Zoning Commission (P&Z) worked with city staff and consultant Gunda Corporation on amending the Unified Development Code (UDC). A series of (5) five work sessions were held to discuss the diagnostic findings of the current UDC and to gather P & Z's input on the issues identified. Staff also provided input and recommendations. Additionally, the consultant's experience in utilizing the UDC to undertake review of planning applications over the past few months assisted in identifying areas of improvement.

A summary of the P&Z's concerns and related action items was shared with the Commissioner's in July 2021. That has been updated to reflect the proposed amendments, based on staff input. Using that as a framework, implementation steps were identified that included text amendments, incorporation of additional guidelines, and topics for further research and discussion. The redlined version of the proposed amended UDC was reviewed by staff with their recommendations being incorporated. For reference, it highlights the changes. On September 14<sup>th</sup> Commissioners were provided a redline copy and a clean version of the proposed amended UDC.

At the Commission's October meeting, the consultant performed a summary review of changes. After the review and discussion, it was decided an updated redline version would be produced. In addition, it was determined a chapter-by-chapter review would be provided at future P&Z meetings. The latest redline version can be found online at:

<https://www.fairoaksranchtx.org/DocumentCenter/View/3917/UDC-Redline-Version-October-2021>.

To date the P&Z have reviewed Chapters 1 – 9.8 When the P&Z completes their review, the following steps are anticipated for the completion of amending the UDC:

1. Consultant/staff incorporate P&Z input and add features (hyperlinks, illustrations, and formatting) so to make the document user friendly
2. Draft document sent to Legal for review
3. Consultant/staff receives legal input and incorporate accordingly
4. City Council reviews final draft and incorporate any City Council input
5. City Council performs final review and sets public hearing dates

6. City Council holds public hearings
7. City Council adopts amended Unified Development Code

Tonight's discussion will focus on receiving final input from the Commissioner's on the proposed amendments. As this review is self-driven, P&Z work sessions will continually be held until all Chapters have been reviewed and discussed.

**LEGAL ANALYSIS**

Legal has attended all P&Z meetings and has provided necessary guidance. Upon receiving P&Z's approval of the final draft UDC, legal will perform a final review and submit any input.

**RECOMMENDATION/PROPOSED MOTION:**

The city consultant and staff desire final input on the proposed UDC amendments.