



City of Rowlett

Special Joint Meeting Agenda

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

City Council Planning & Zoning Commission

City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.

Tuesday, June 14, 2016

5:30 P.M.

Rowlett Community Centre –
5300 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

1. Call to Order
2. Joint Work Session with City Council and Planning and Zoning Commission. (90 minutes)
3. Adjournment

Laura Hallmark

Laura Hallmark, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the City's website (www.rowlett.com) on the 10th day of June 2016, by 5:00 p.m.



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/14/2016

AGENDA ITEM: 2

TITLE

Joint Work Session of Planning and Zoning Commission and City Council. (90 minutes)

STAFF REPRESENTATIVE

Garrett Langford, AICP, Principal Planner

SUMMARY

City Council has set the expectation of meeting one-on-one each year with City Boards and Commissions to discuss their respective roles and future direction. Dr. Michael Lucas, Chair, and members of the Planning and Zoning Commission will share the Commission's perspective on their service in this capacity, reporting last year's accomplishments and this year's plans and goals. The Commissioners will also engage in conversation specifically about Realize Rowlett 2020, Form-Based Code and continuing education.

BACKGROUND INFORMATION

On December 1, 2015, Chairpersons and Staff Liaisons for the City's Boards and Commissions met with Council to discuss Council's request for a review of the Boards' roles and purpose as outlined in the *Boards and Commissions Handbook*. Council also asked for reports on the Boards' FY15 accomplishments and FY16 plans and goals. This information, as well as discussion over how the Boards interact with Council on behalf of the citizens of Rowlett would be included in a joint work session held between Council and each of the Boards on an annual basis. Future budgetary needs might also be discussed at that time.

DISCUSSION

The Planning and Zoning Commission plays a significant role in shaping the City's development policy by serving as a recommending body on matters of rezoning and amending the City's comprehensive plan. The Commission also has the authority to approve plats, development plans and minor modifications. In fiscal year 2016, the Commission met 14 times and acted on 36 cases. The Commission is expected to continue to see a number of items before them as new development activity continues to grow within the City. In this context, the Commission would like to discuss with Council on where we've been as a City, where we're going and what may need to be amended in the comprehensive plan and/or development codes to meet the City's development goals. The Commissioners would like to discuss specifically the following items:

- Realize Rowlett 2020 – review its history, its underlying principles, and what updates, if any, are needed to the City's Comprehensive Plan
- Form-Based Code – Possible amendments concerning housing mix and amount of open space

- Annual training for the Commission and Council to review the comprehensive plan, the development codes and the City's overarching goals for development

FINANCIAL/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

No action required. Information only.