



CITY OF ROWLETT CITY COUNCIL/ PLANNING & ZONING COMMISSION SPECIAL MEETING AGENDA

Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.

Tuesday, June 14, 2022

5:30 P.M.

Rowlett Community Centre-5300 Main St.

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.

Process for Public Input: If you are not able to attend in person, you may complete the [Citizen Input Form](#) on the City's website by 3:30 p.m. the day of the meeting. All forms will be forwarded to the members prior to the start of the meeting.

For in-person comments, registration forms/instructions are available on site. Only agenda item specific comments will be accepted.

1. Joint meeting with the Planning and Zoning Commission and the City Council.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS.

A handwritten signature in blue ink that reads "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 2022, by 5:00 p.m.

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.



CITY OF ROWLETT COUNCIL AGENDA ITEM

AGENDA DATE: 06/14/2022

AGENDA ITEM: 1

TITLE

Joint meeting with the Planning and Zoning Commission and the City Council. (30 minutes)

STAFF REPRESENTATIVE

Alex Koenig, Planning and Urban Design Manager

EXECUTIVE 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. Lisa Estevez, 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. Members will also engage in conversation about the capacity in which the Planning and Zoning Commission serves.

STRATEGIC PRIORITY AND GOAL(S)

Strategic Priority	Strategic Goal
 <p>GOVERN TRANSPARENTLY & INCLUSIVELY</p>	1.4 Set a climate of respect, collaboration, and teamwork.

BACKGROUND INFORMATION

On December 1, 2015, Chairpersons and Staff Liaisons for the City’s Boards and Commissions met with the City Council to discuss Council’s request for a review of the boards’ roles and purpose as outlined in the *Boards and Commissions Handbook*. 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, development, and amending the City’s Comprehensive Plan. The Commission also has the authority to approve plats, development plans and minor variances. Since the last joint meeting with the Council on July 7, 2021, the Commission convened 18 times and acted on 21 zoning items and 13 plats. A detailed breakdown of the project types is reflected below:

Project Type	Total
Rezoning & Special Use Permits	21
Tree Removal Permits	8
Major Warrants & Variances	6
Final Plats	8
Preliminary Plats	5
Total	48

The Planning and Zoning Commission will also be instrumental in the comprehensive update of the City’s development codes. Clarion Associates has been engaged as a consultant for this effort. The public phase of this project will kick-off in July 2022 and the combined and revised code is anticipated to be ready for adoption in April 2024. The Commission has two members on the Stakeholder Engagement Group, a representative body of residents, officials, and developers who will identify and invite individuals and groups to participate in the code update process, review and respond to changes proposed to be incorporated in the revised code, and to advise on modifications to the overall work plan for the project.

RECOMMENDED ACTION

No action required. Information only.