



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassey Ogden

**DATE:** November 21, 2024

### **SUBJECT**

Receive a report, hold a discussion and provide staff direction regarding the 2025 Development Code Review Committee meeting calendar.

### **BACKGROUND**

Staff has prepared proposed 2025 meeting calendars for the Development Code Review Committee (DCRC) to consider. The proposed meeting calendars generally place DCRC meetings on either the second and fourth Monday or Thursday of each month, with exceptions in January, May, July, November, and December to account for City Holidays. In addition to providing direction on which days the DCRC would prefer to meet, staff is seeking feedback regarding what time of day is best for the Committee to meet. Suggested meeting times, for both Monday and Thursday meetings, are below:

- 11:00 a.m. – 1:00 p.m. with lunch provided.
- 3:00 p.m. – 5:00 p.m.

Please note that the DCRC meets on an as needed basis, per Council direction. The proposed calendars reflect the dates when the Committee will be asked to meet when there is a code amendment topic to discuss.

The proposed calendar reflecting Monday meeting dates is provided as Exhibit 2, and the proposed calendar reflecting Thursday meeting dates is provided as Exhibit 3. Both calendars reflect potential DCRC meeting dates in yellow and City holidays in grey. If the Committee wishes to adjust these proposed meeting dates, the calendar will be updated to reflect modifications.

Lastly, the DCRC is still in need of a Planning and Zoning Commission member to be appointed to the Committee. Therefore, the calendar meeting dates and times may have to be revisited following a new Commissioner being appointed to the committee.

### **OPTIONS**

No action is needed at this time. Staff requests the DCRC provide direction on preferred meeting days and times. Staff will finalize the proposed calendar for the DCRC to adopt at the December 2024 Meeting.

### **EXHIBITS**

1. Agenda Information Sheet
2. 2025 Draft DCRC Calendar – Monday Meetings
3. 2025 Draft DCRC Calendar – Thursday Meetings

Respectfully submitted:  
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Planning Director

Prepared by:  
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