



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Development Code Review Committee

Thursday, November 21, 2024

10:00 AM

Council Work Session Room

SPECIAL CALLED MEETING

After determining that a quorum is present, the Development Code Review Committee of the City of Denton, Texas will convene in a Special Called Meeting on Thursday, November 21, 2024, at 10:00 a.m. in the Council Work Session Room, at City Hall, 215 E. McKinney Street, Denton, Texas, at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [DCRC24-009](#) Consider approval of minutes for January 8, 2024.
Attachments: [Exhibit 1 - January 8, 2024 DCRC Meeting Minutes](#)
- B. [DCRC24-008](#) Receive a report, hold a discussion and provide staff direction regarding the 2025 Development Code Review Committee meeting calendar.
Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - 2025 Draft DCRC Calendar - Monday Meetings](#)
[Exhibit 3 - 2025 Draft DCRC Calendar - Thursday Meetings](#)
- C. [DCRC24-007](#) Receive a report, hold a discussion, and give staff direction regarding prioritizing future potential Denton Development Code amendments.
Attachments: [Exhibit 1 - Agenda Information Sheet](#)

2. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Development Code Review Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on November 15, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



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Legislation Text

File #: DCRC24-009, **Version:** 1

AGENDA CAPTION

Consider approval of minutes for January 8, 2024.

MINUTES
DEVELOPMENT CODE REVIEW COMMITTEE
January 8, 2024

After determining that a quorum is present, the Development Code Review Committee of the City of Denton, Texas will convene in a Special Called Meeting on Monday, January 8, 2024, at 10:03 a.m. in Training Rooms 3, 4, and 5, at the Development Service Center, 401 N. Elm Street, Denton, Texas, at which the following items will be considered:

PRESENT: Chair Brian Beck, and Members: Paul Meltzer, Eric Pruett, and Jordan Villarreal

ABSENT: Vice-Chair Vicki Byrd, and Member: Tim Smith

SPECIAL CALLED MEETING

1. ITEMS FOR CONSIDERATION

A. DCRC24-001: Elect a Chair and Vice- Chair to the Development Code Review Committee.

Member Smith made a motion to nominate Brian Beck as Chair. Motion seconded by Member Byrd. Motion carried.

AYES (4): Chair Brian Beck, and Members: Vicki Byrd, Paul Meltzer, Eric Pruett and Tim Smith

NAYS (0): None

ABSENT FOR VOTE (1): Member Villarreal

Member Byrd made a motion to nominate Paul Meltzer as Vice-Chair. Motion seconded by Member Smith. Motion carried.

AYES (4): Chair Brian Beck, and Members: Vicki Byrd, Paul Meltzer, Eric Pruett, and Tim Smith

NAYS (0): None

ABSENT FOR VOTE (1): Member Villarreal

B. DCRC24-003: Consider approval of minutes for December 11, 2023.

Member Byrd moved to approve the minutes as presented. Motion seconded by Member Pruett. Motion carried.

AYES (4): Chair Brian Beck, and Members: Vicki Byrd, Paul Meltzer, Eric Pruett and Tim Smith

NAYS (0): None

ABSENT FOR VOTE (1): Member Villarreal

C. DCRC24-002: Consider approval of the 2024 Development Code Review Committee meeting calendar.

Member Smith moved to approve the calendar as presented. Motion seconded by Member Villarreal. Motion carried.

AYES (6): Chair Brian Beck, and Members: Vicki Byrd, Paul Meltzer, Eric Pruett, and Tim Smith, and Jordan Villarreal

NAYS (0): None

D. DCRC23-060: Receive a report, hold a discussion, and give staff direction regarding code updates related to Short-Term Rental uses.

Angie Manglaris, Development Review Manager, presented to the Committee and a discussion followed.

2. CONCLUDING ITEMS

With no further business, the Regular Meeting was adjourned at 11:25 a.m.

X

Brian Beck
Chair

X

Carly Blondin
Administrative Assistant

Minutes approved on: _____



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Legislation Text

File #: DCRC24-008, **Version:** 1

AGENDA CAPTION

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



City of Denton

City Hall
215 E. McKinney Street
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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:
Tina Firgens, AICP
Deputy Director of Development Services/
Planning Director

Prepared by:
Angie Manglaris, AICP
Development Review Manager

2025

DCRC Calendar - Monday Meetings

JANUARY							FEBRUARY							MARCH							APRIL						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4	26	27	28	29	30	31	1	23	24	25	26	27	28	1	30	31	1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31	1	23	24	25	26	27	28	1	23	24	25	26	27	28	29	27	28	29	30	1	2	3
2	3	4	5	6	7	8	2	3	4	5	6	7	8	30	31	1	2	3	4	5	4	5	6	7	8	9	10

MAY							JUNE							JULY							AUGUST						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3	1	2	3	4	5	6	7	29	30	1	2	3	4	5	27	28	29	30	31	1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30	1	2	3	4	5	27	28	29	30	31	1	2	24	25	26	27	28	29	30
1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9	31	1	2	3	4	5	6

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6	28	29	30	1	2	3	4	26	27	28	29	30	31	1	30	1	2	3	4	5	6
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
28	29	30	1	2	3	4	26	27	28	29	30	31	1	23	24	25	26	27	28	29	28	29	30	31	1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	30	1	2	3	4	5	6	4	5	6	7	8	9	10

2025

DCRC Calendar - Thursday Meetings

JANUARY							FEBRUARY							MARCH							APRIL						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4	26	27	28	29	30	31	1	23	24	25	26	27	28	1	30	31	1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31	1	23	24	25	26	27	28	1	23	24	25	26	27	28	29	27	28	29	30	1	2	3
2	3	4	5	6	7	8	2	3	4	5	6	7	8	30	31	1	2	3	4	5	4	5	6	7	8	9	10

MAY							JUNE							JULY							AUGUST						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3	1	2	3	4	5	6	7	29	30	1	2	3	4	5	27	28	29	30	31	1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30	1	2	3	4	5	27	28	29	30	31	1	2	24	25	26	27	28	29	30
1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9	31	1	2	3	4	5	6

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6	28	29	30	1	2	3	4	26	27	28	29	30	31	1	30	1	2	3	4	5	6
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
28	29	30	1	2	3	4	26	27	28	29	30	31	1	23	24	25	26	27	28	29	28	29	30	31	1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	30	1	2	3	4	5	6	4	5	6	7	8	9	10



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Legislation Text

File #: DCRC24-007, **Version:** 1

AGENDA CAPTION

Receive a report, hold a discussion, and give staff direction regarding prioritizing future potential Denton Development Code amendments.



AGENDA INFORMATION SHEET

DEPARTMENT: Department of Development Services

ACM: Cassey Ogden

DATE: November 21, 2024

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding prioritizing future potential Denton Development Code amendments.

BACKGROUND

Staff will be presenting a proposed list of priority topics for the DCRC to work through as part of their 2025 work program. The proposed work program includes topics remaining on the DCRC's list of priorities from 2023, but also incorporates new priorities that have arisen in 2024 and are needing to be addressed. These Code amendment topics are based on feedback staff has received from residents, businesses, developers, and elected and appointed officials, as well as take into consideration potential legal concerns that need to be addressed and City Council priorities. Staff will be seeking the DCRC's direction for prioritizing the following potential Code amendment topics to be brought forward at upcoming DCRC meetings. Staff's proposed order of topics is prioritized based upon remaining items from the 2023 list of priorities, as well as accounts for the complexity of each topic, legal considerations and City Council priorities.

1. **Downtown Parking Study:** Staff is proposing the results of the Downtown Parking Study be presented to the DCRC at their December 2024 meeting.
2. **Accessory Dwelling Units:** This topic was introduced to DCRC in 2023 and needs to be completed. Staff proposes to complete this work first since it aligns with Affordable Housing Toolkit strategies, as well as the Southeast Denton Area Plan recommended actions, both of which were adopted by City Council. In addition, Building Safety has identified areas within the ADU regulations which could be revised to improve clarity, specifically as it relates to compatibility between ADUs and primary structures.
3. **Public Notifications:** This is a new topic that has arisen in 2024 due to lack of clarity in the Denton Development Code (DDC) as it relates to various project types and their public hearing notification requirements, as well as references to other documents that do not exist.
 - o It should be noted that this topic also includes code provisions that may need to be addressed because of recent court findings related to public hearing notifications. Given the time sensitivity and potential legal implications, these particular code amendments would be initiated directly with the Planning and Zoning Commission and followed by City Council action (similar to the phased approach that was done for short term rental regulations).
4. **Tree and Landscaping Requirements:** This is a new topic that has arisen in 2024 associated with City Council's priorities. Staff has identified areas within the DDC that need to be updated or clarified related to enforcement of the tree preservation regulations. Additionally, staff has identified several areas for improvement and updates in the landscape regulations needed to align with the City's Water Efficiency Plan Update.

The following topics from 2023 are pending and are a lesser priority currently.

- **Parking:** Parking requirements were introduced to the DCRC in 2023. Additional discussion surrounding parking is pending the completion of the City-wide Parking Study, and City Council direction regarding next steps.
- **Missing Middle Housing:** The DDC currently allows for townhomes, duplexes, triplexes and fourplexes in various residential districts. While the Affordable Housing Toolkit supports expanding these housing types in more residential districts, this item is lesser priority given these housing types are currently allowed within the City. As part of the FY25 Planning division work program, staff will be evaluating and identifying infill development incentives which could include supporting infill housing, as well as regulatory provisions that may be barriers to development.
- **Access and Circulation:** This topic was introduced to DCRC in 2023, and staff is currently addressing if the changes are still needed given the recent updates to the Denton Criteria Manual. Proposed areas for discussion as part of this topic are related to compliance with specifications, developer responsibility for access and circulation improvements, access to Collector and Arterial roadways, and public transit.

EXHIBITS

1. Agenda Information Sheet

Respectfully submitted:
Tina Firgens, AICP
Deputy Director of Development Services/
Planning Director

Prepared by:
Angie Manglaris, AICP
Development Review Manager