

PUBLIC OUTREACH PLAN

JUNE 26, 2019



Zoning Ordinance Revision

City of Amarillo, Texas

Introduction

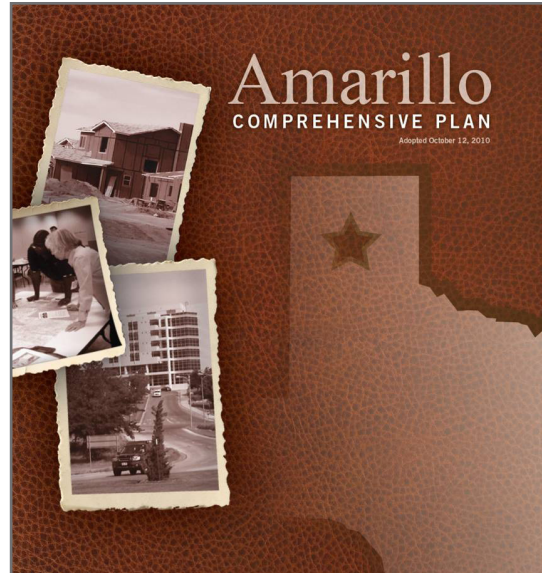
The City of Amarillo adopted a new comprehensive plan in 2010, and is now undertaking a revision of its Zoning Ordinance and related regulations, including land use & district compatibility, application procedures, subdivisions, and downtown design.

The 2010 Amarillo Comprehensive Plan establishes the City's fundamental policies for land use throughout the City. It is principally a statement of policy, and is not a regulatory document. Based on the plan's policies, however, the Zoning Ordinance regulates development in the City. Because the Zoning Ordinance is the regulatory bridge between the Amarillo Comprehensive Plan and new development or redevelopment, it is one of the City's most important tools to implement the plan.

The City adopted its Zoning Ordinance originally in 1968, and while individual sections have been revised over the years, it has never undergone a comprehensive review and update. The revisions during the current project, will implement policies and recommendations of the Amarillo Comprehensive Plan, modernize and simplify the ordinance, and update regulations based on community input. The revised Zoning Ordinance will reflect current and anticipated market and neighborhood conditions and incorporate best practices for development regulation.

The City is working with White & Smith Planning and Law Group and Kendig Keast Collaborative to conduct this comprehensive review, analysis, and, as needed, revision of the Zoning Ordinance and development-related regulations. The City has established an approximately 20-month schedule for this project, which began in May 2019 and is expected to culminate in December 2020.

City staff has assembled volunteers for a Code Revision Working Group to guide the update process and provide feedback and direction. Members include representatives from the Planning & Zoning Commission;



The City of Amarillo adopted its most recent Comprehensive Plan in 2010

Beautification & Public Arts Advisory Board; Board of Review for Landmarks, Historic Districts, & Downtown Design; Pedestrian & Bicycle Safety Advisory Committee; Parks and Recreation Board; Traffic Advisory Board; and the Zoning Board of Adjustment.

This Public Outreach Plan describes how the City will interface with the public and stakeholders, collect public comments, disseminate information throughout the process, and ensure public input is considered as the revised Zoning Ordinance takes shape.



Addressing transitional areas between commercial & residential land uses is a Comprehensive Plan Action Strategy.

Purpose

The public participation process collects information from key public and private stakeholders in the City’s land development process, establishing a dialogue between the City and the public and giving stakeholders a voice in shaping the Zoning Ordinance Revision. It also educates the public and development stakeholders about the Zoning Ordinance, progress with the revisions, and how the draft is unfolding. For the reasons discussed above, the public participation process will focus on Zoning Ordinance updates, and is not intended to revisit the Comprehensive Plan. The Zoning Ordinance Revision, however, will provide greater focus for the City’s broad land-use policies, along with targeted revisions relating to neighborhood transitions, planned development districts, and administrative procedures among other matters.

Schedule & Milestones

The project kicked off in June 2019 with a series of stakeholder meetings that provided opportunities for the consultant team to receive preliminary feedback from the public, as well as elected and appointed officials of the City.



The Comprehensive Plan recommends regulatory relief from development standards that may present obstacles to redevelopment and revitalization of older properties.

Zoning Ordinance Assessment. Based on the input of stakeholders, the public, and City officials and staff during our June kick-off, the consultants are now preparing a comprehensive assessment of the City's current Zoning Ordinance and identifying areas for improvement and revision. The Zoning Assessment provides a summary of anticipated changes to the Zoning Ordinance over the course of the project, along with annotations describing the nature and extent of recommended changes. The assessment is anticipated for delivery and consideration by the Code Revision Working Group, stakeholders, public, and the City Council in August or September.

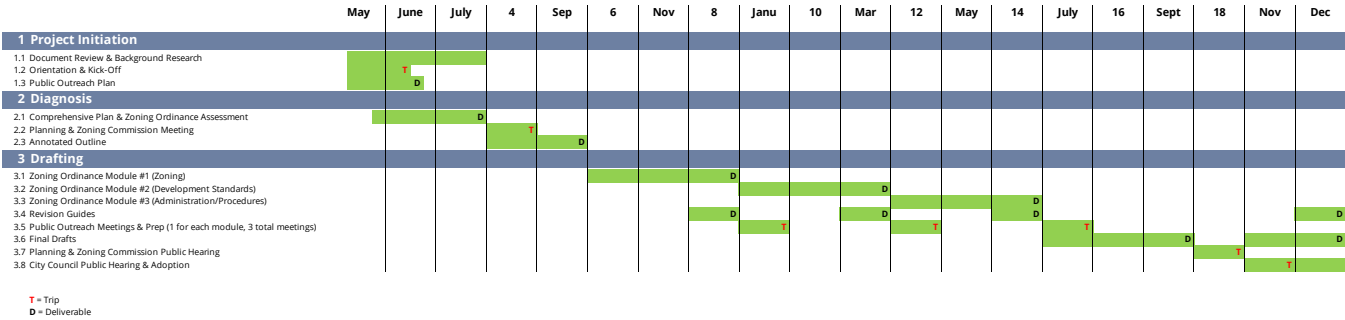
Annotated Outline. Based on the final Zoning Ordinance Assessment, the consultant team will prepare an Annotated Outline of the revised Zoning Ordinance. The Annotated Outline will be based on the information gathered during the kick-off meetings, the findings of the Zoning Ordinance Assessment, input received on the assessment, and the list of revisions identified in the City's Project RFP [Request for Proposal]. The Annotated Outline will provide a user-friendly, condensed overview of proposed changes to the Zoning Ordinance, which will guide the drafting process.

Drafting. The revision process will begin immediately thereafter, taking place in three discrete modules. Pending development of the Zoning Assessment and Annotated Outline, at this time the 3 modules are anticipated to address the following areas of the Zoning Ordinance:

1. Zoning,
2. Development Standards, and
3. Administrative Procedures.

The City will hold one or more public meetings following completion of each draft module, roughly anticipated to occur in January, July, and September of 2020, respectively. At each of these meetings, citizens and other stakeholders will be asked to provide input and feedback on the proposed Zoning Ordinance revisions. The final drafts of the modules will incorporate public comments provided.

The Zoning Ordinance Revision will take approximately 20 months to complete, with the City Council expected to consider the proposed revisions around December 2020. The anticipated project schedule is provided below.



Decision-Making Process

The Code Revision Working Group is helping to guide the Zoning Ordinance Revision project and providing direct input to the consultants and City staff. This input will be provided to the Planning & Zoning Commission and City Council. The Planning & Zoning Commission will vote on a recommendation for any changes to the Zoning Ordinance before it goes to City Council. However, final decision-making authority regarding proposed revisions to the Zoning Ordinance rests solely with the elected City Council. The project team will meet with the Working Group throughout the project.

In addition, the City Planning & Development Services staff and the consultant team will meet with and receive direction from the Planning and Zoning Commission, and City Council, as requested and as needed.

The dates and times of these meetings will be announced, but will likely be held during the regularly scheduled meetings of the Commission and Council.

The final phase of the project, the adoption process, is anticipated to begin in Fall 2020, following completion of the three ordinance modules. The Planning & Zoning Commission will review the revised Zoning Ordinance

at a public meeting, and provide a recommendation to City Council. City Council will hold at least one public hearing on the revisions, as required by State law. Adoption of a revised Zoning Ordinance requires two ordinance readings by City Council.

Citizen & Stakeholder Involvement

The project kicked off on June 5 and 6, 2019 with a series of stakeholder meetings conducted by the consultant team:

Stakeholder Meeting #1:

The City Manager, Deputy City Manager, and City staff from several departments and divisions (including Planning, Public Works, Parks & Recreation, Airport, City Attorney's Office, and Civic Center) met with the consultants to provide background information, policy guidance, and preliminary input on needed Zoning Ordinance revisions.

Stakeholder Meeting #2:

The City held two focus group meetings with stakeholders that often work with the Zoning Ordinance, including engineers, architects, real estate professionals, and developers. These meetings helped identify common concerns and frustrations with the current Zoning Ordinance, as well as regulations and processes that currently work well and should be maintained or enhanced.



Focus group meeting

Stakeholder Meeting #3:

The City also held a joint meeting with the general public and members of the City Council and Code Revision Working Group members, in order to introduce the project and receive information and input on land use and development in the City.

As noted above, the Zoning Ordinance Revision will include additional opportunities for public input throughout the project. Citizens and stakeholders can participate in the revision process by participating in public workshops, attending appointed and elected officials' meetings, and by submitting written comments directly to the City's Project Manager, Andrew Freeman.

Public involvement is anticipated to include:

- » Attending public workshops, Planning & Zoning Commission, and City Council meetings – all meetings are open to the public.
- » Receiving periodic updates by e-mail, Facebook, or Twitter. The consultant team will work with the City to develop content, and the City will post or distribute email (including email blasts), or online content pursuant to its established protocols.
- » Reviewing project updates, reports, or Zoning Ordinance drafts posted on the City's web site.
- » Providing comments to staff, consultants, Code Revision Working Group members, Planning & Zoning Commission members, or City Council members at our public meetings during the process.



The City will post notices of the project and updates on its website. Announcements will be made on the Zoning Ordinance Revision Project section of the Planning & Development Services home page. This will include announcements of upcoming events, as well as downloadable content.

City Project Manager for the Zoning Ordinance Revision:

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