

ORDINANCE NO. O-2022-271

AN ORDINANCE AMENDING ZONING AND DEVELOPMENT CODE, CHAPTER 10, ARTICLES I, V, AND IX, SECTIONS 10-2, 10-25, 10-26, 10-27, 10-34 AND 10-70 OF THE CODE OF ORDINANCES (2018 EDITION), CITY OF ROUND ROCK, TEXAS, REGARDING APPROVAL OF CONCEPT PLANS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK,

TEXAS:

I.

That Zoning and Development Code, Chapter 10, Article 1, Section 10-2, Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

CHAPTER 10. ZONING AND DEVELOPMENT REVIEW PROCEDURES AND BODIES

Sec. 10-2. – Review procedures.

Procedure	Published	Mailed	On-site public hearing notification signs placed
Platting			
Concept plan			
Preliminary plat			
Final plat			
Replat – single-family or two-family	X	X	X
Replat – all other	X	X	X
Amending a minor plat			

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II.

That Zoning and Development Code, Chapter 10, Article V, Section 10-25(c), Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

CHAPTER 10. ZONING AND DEVELOPMENT REVIEW PROCEDURES AND BODIES

Sec. 10-25. – In general.

- (c) *Withdrawal of an application.* A developer may withdraw an application for approval of a concept plan or any plat prior to the review of the respective concept plan by the PDS director or plat by the planning and zoning commission, by notifying the PDS director in writing.

III.

That Zoning and Development Code, Chapter 10, Article V, Section 10-26, Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

CHAPTER 10. ZONING AND DEVELOPMENT REVIEW PROCEDURES AND BODIES

Sec. 10-26. - Concept plan.

- (a) *Purpose and intent.* The purpose of the concept plan is to present a layout of a proposed subdivision or addition. The intent of the concept plan is to facilitate the review of the proposed subdivision or addition in accordance with the general plan policies and, where applicable, the concurrent review by the planning and zoning commission for original zoning recommendation for the proposed subdivision. In addition, the purpose is to determine the availability of city utilities, streets and drainage.
- (b) *Platting of parent tract.* In order to ensure the orderly planning of streets, utilities, drainage and other public facilities, the parent tract must be included in a concept plan.
- (c) *Pre-submittal meeting.* The developer must attend a pre-submittal meeting prior to the filing of an application for approval of a concept plan.
- (d) *Required.* The developer shall submit a concept plan of the proposed subdivision or addition prior to the submission of a preliminary plat application for approval by the PDS director, when the proposed subdivision or addition includes any of the following:
 - (1) Contains more than twenty acres or is contained within a parent tract which contains more than twenty acres; or
 - (2) Proposes to create a new street connection to a freeway, highway, or designated arterial roadway in the regional transportation network.

1 Where a concept plan is not required, a preliminary plat or minor final plat may still be required.

- 2 (e) *Approval process.* The PDS Director shall approve or deny the developer’s concept plan
3 application. If the PDS Director denies the developer’s application, the developer may appeal the
4 denial to the City Council, by giving written notice of the appeal to the City Secretary not more
5 than 10 days following actual notice of the PDS Director’s denial. The City Council’s decision shall
6 be final.
- 7 (f) *Application requirements.* The developer shall submit a concept plan application that contains all
8 the materials listed in the development packet.
- 9 (g) *City staff review.* After the city staff review and comment period, the developer shall submit to the
10 planning department the number of corrected copies of the concept plan specified in the
11 development packet, along with one reproducible drawing complete with all required information.
- 12 (h) *Revisions to approved concept plans.* A request for a major revision to a preliminary plat shall
13 trigger the submittal of a new concept plan in conjunction with the major revision requested. **IV.**
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15 That Zoning and Development Code, Chapter 10, Article V, Section 10-27(c),
16 Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to
17 read as follows:

18 **CHAPTER 10. ZONING AND DEVELOPMENT REVIEW PROCEDURES AND BODIES**

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20 **Sec. 10-27. – Preliminary Plat.**

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22 (c) *Required.* The developer shall submit to the planning and zoning commission for approval a
23 preliminary plat of the subdivision. The preliminary plat shall conform to the concept plan, where
24 one was required. If the PDS director determines the preliminary plat does not conform to the
25 approved concept plan, a new concept plan shall be submitted and approved by the PDS Director
26 prior to review of the preliminary plat by the planning and zoning commission.
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28 **V.**

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30 That Zoning and Development Code, Chapter 10, Article V, Section 10-34(c),
31 Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to
32 read as follows:

33 **CHAPTER 10. ZONING AND DEVELOPMENT REVIEW PROCEDURES AND BODIES**

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35 **Sec. 10-34. – Approval procedures.**

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37 (c) *Planning and zoning commission action.* The planning and zoning commission shall review the
38 reports of the PDS director and shall either approve, approve with minor conditions, or disapprove
39 plats within 30 days after the filing of a completed application. The 30 days from filing may be
40 extended for a period not to exceed an additional 30 days upon written request by the applicant
41 and approval by the planning and zoning commission.
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1 **VI.**

2 That Zoning and Development Code, Chapter 10, Article IX, Section 10-70(a), Code
3 of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to read as
4 follows:

5 **CHAPTER 10. ZONING AND DEVELOPMENT REVIEW PROCEDURES AND BODIES**

6 **Sec. 10-70. – Summary of review authority.**

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9 (a) The following table summarizes the city procedural review structure by review body:
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Procedure	Zoning Administrator	Historic Preservation Committee	Zoning Board of Adjustment	Planning and Zoning Commission	City Council
Platting					
Concept plan	Decision				
Preliminary plat	Review			Decision	
Final plat	Review			Decision	
Replat	Review			Decision*	
Amending and minor plats	Decision				

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13 **VII.**

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15 **A.** All ordinances, parts of ordinances, or resolutions in conflict herewith are
16 expressly repealed.

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18 **B.** The invalidity of any section or provision of this ordinance shall not
19 invalidate other sections or provisions thereof.

20 **C.** The City Council hereby finds and declares that written notice of the date,
21 hour, place and subject of the meeting at which this Ordinance was adopted was posted
22 and that such meeting was open to the public as required by law at all times during
23 which this Ordinance and the subject matter hereof were discussed, considered and

1 formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas
2 Government Code, as amended.

3 Alternative 1.

4 By motion duly made, seconded and passed with an affirmative vote of all the
5 Council members present, the requirement for reading this ordinance on two separate
6 days was dispensed with.

7 **READ, PASSED, and ADOPTED** on first reading this _____ day of
8 _____, 2022.

9 Alternative 2.

10 **READ and APPROVED** on first reading this the _____ day of
11 _____, 2022.

12 **READ, APPROVED and ADOPTED** on second reading this the _____ day of
13 _____, 2022.

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16 _____
17 CRAIG MORGAN, Mayor
18 City of Round Rock, Texas

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20 ATTEST:
21 _____
MEAGAN SPINKS, City Clerk