

MEMORANDUM

To: Seguin Planning & Zoning Commission
From: Helena Schaefer, Senior Planner
Subject: **UDC Amendments to Section 2.1.3 Development Process and Associated Sections**
Date: December 13, 2022

City staff is proposing to amend UDC section 2.1.3 Development Process. This was discussed at the November 8 P&Z meeting. The current outline does not allow for concurrent review of certain processes. The current flow starts with annexation, zoning, development studies, subdivision concept plan, subdivision construction plan, subdivision plat, site development process and lastly building permit. Not all new development and/or redevelopment go through each step.

Staff is proposing the following process: Annexation concurrent with zoning, Development Studies concurrent with Concept Plan, Preliminary Plat, Public Infrastructure, Final Plat, and then Site Plan with Building Permit. Public Infrastructure is replacing the subdivision construction plan and refers to on-site and off-site infrastructure construction plans. Staff is also proposing to add an additional step, Preliminary Plat. The preliminary plat will be submitted for just the phase proposed for construction, and not the entire phased development. Lot dimensions and standards, along with all necessary easements will be approved prior to the submittal of public infrastructure plans.

Attached is the draft ordinance depicting edits for the UDC sections related to the proposed development process amendment.