



MEMORANDUM

TO: Mayor and Council Members

FROM: Lauren Middleton-Pratt, Director, Planning Department 

DATE: June 8, 2023

SUBJECT: Council Q&A – City Council Agenda Item #78

During the June 6, 2023 City Council work session, staff answered questions regarding Item #78, *Approve a resolution initiating amendments to City Code Title 25 (Land Development Code) related to deadlines and submittal dates for zoning and rezoning applications*. Following the discussion, Councilmember Velasquez sought additional information regarding Austin City Code requirements outlined in Sections 25-2-282, 283, and 246. Deadline parameters for public hearings and the proposed alternatives are as follows:

	Current	vs	Proposed
25-2-282(A) - Requirement for Land Use Commission to hold a public hearing on a zoning/rezoning application following the application filing	60 days		120 days
25-2-283(A) - Requirement for City Council to hold a public hearing on a zoning/rezoning application following the date of the Land Use Commission recommendation	40 days		80 days
25-2-246(A)(1) - An application expires if a public hearing is not scheduled before the Land Use Commission	181 days		362 days
25-2-246 (A)(2) - An application expires if the Land Use Commission or City Council grants an indefinite postponement	181 days		362 days

The resolution proposes a six (6) month pilot program extending *new* zoning application deadlines for public hearings at Land Use Commission and City Council meetings as well as the timeframe for a zoning application expiration due to delayed public hearing action. At the completion of the pilot program, the expectation is to have a fully trained and operational Planning department and discontinue the public hearing extensions.

Presently, the Planning Department is experiencing high staff vacancies and extensive interdepartmental reviews for zoning related issues; the extensions can promote fewer public hearing postponements and

decrease the risk of application expirations. The pilot program is intended to be an exception, not the rule, while staff utilizes all available resources to meet current deadlines prescribed in the Code to expediently advance zoning applications through the review process. Thank you for your consideration of the proposed amendments and the opportunity to serve.

Regards,

Lauren Middleton-Pratt
Director, Planning Department

Cc: Jesus Garza, Interim City Manager
Veronica Briseño, Assistant City Manager
Andrea Bates, Assistant Director, Planning Department