



**Unified Development Code  
Assessment Report  
April 2025**

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# CONTENTS

<b>CONTENTS .....</b>	<b>i</b>
<b>Executive Summary .....</b>	<b>1</b>
Summary of Recommendations .....	1
<b>Introduction .....</b>	<b>4</b>
About the Project .....	4
Organization of this Report.....	5
Current Land Use.....	7
Current Zoning Districts .....	7
Aspire Pflugerville 2040 .....	9
Future Land Use Map (FLUM).....	9
Comparing the FLUM to the Zoning Districts .....	10
What We Found.....	11
<b>Implementing the Plan: Key UDC Issues .....</b>	<b>12</b>
<b>Increase Housing Diversity to Support Affordability .....</b>	<b>12</b>
Expand Allowed Housing Types .....	12
<b>Allow Small Increases in Density in Existing Districts .....</b>	<b>18</b>
<b>Other Residential Zoning District Recommendations .....</b>	<b>18</b>
Create a Flexible Residential District .....	18
Reduce Dimensional and Minimum Acreage Requirements.....	19
Remove Mandatory Dwelling Unit Size and Unit Mix Requirements .....	21
Consider Elimination of SF-E and 2-F Districts .....	22
Revisit Dimensional and Location Requirements in SF-MU District .....	22
Eliminate Reliance on Density and Increase Height in MF Districts.....	23
<b>Expand Mixed-Use Development.....</b>	<b>24</b>
Adapt Corridor Districts to Encourage More Widespread Mixed-Use Development.....	24
<b>Other Non-Residential Zoning District Recommendations .....</b>	<b>25</b>
Retain Neighborhood Services, Office and Retail Districts for Use in Downtown Development.....	25
Maintain General Business 1 and 2, and Industrial Districts to Support Employment and Economic Development.....	26
Create New District for Public Facilities, or Update PF District Name and Purpose .....	27
<b>Revise Allowed Uses and Use-Specific Standards.....</b>	<b>27</b>
Use-Related Recommendations.....	27
<b>Update Development Standards .....</b>	<b>29</b>
Architectural, Site Design, and Layout Standards.....	29
Off-Street Parking .....	31
Multimodal Transportation Facilities.....	39
Landscaping.....	41

Tree Preservation..... 45

Exterior Lighting Standards ..... 46

Public Parkland and Open Space..... 47

**Improve Subdivision Design & Connectivity Standards .....50**

**Beyond Plan Implementation .....52**

**Organization and User-Friendliness Options.....52**

Consolidate and Reformat District Information..... 52

**Update District Purpose Statements .....53**

**Create a Consolidated Table of Allowed Uses.....53**

**Procedures.....55**

**Sources and Appendix Materials.....58**

**Comparison Cities Land Development Codes .....58**

# EXECUTIVE SUMMARY

This report assesses the effectiveness of the Pflugerville Unified Development Code (UDC), particularly in regards to the City's new comprehensive plan, *Aspire Pflugerville 2040*. The UDC is already a strong, user-friendly document relative to other fast-growing communities in Texas, in that it features a relatively intuitive organization along with numerous graphics, summary tables, and other reader-friendly tools. This report identifies specific proposed code updates to build upon this already-strong foundation to support implementation of the newly adopted plan's goals and objectives.

## Summary of Recommendations

The table below summarizes all major recommendations included in this assessment report. The proposed improvements will help address Pflugerville's rapid growth and change by providing more modern and tailored regulations to manage development.

Chapter 9 of *Aspire 2040* discusses Implementation and contains tables of action items that support implementation. Where recommendations in this report are related to specific action items, those are noted in the Summary Table of Recommendations in the right-hand column.

**Table 1: Summary of Recommendations**

INCREASE HOUSING DIVERSITY	
• Expand the list of specifically permitted housing types	Plan Implementation / Goal 1
ALLOW SMALL INCREASES IN DENSITY IN ESTABLISHED NEIGHBORHOODS	
• Incorporate in SF districts where appropriate to allow 2 family homes by-right with appropriate conditions	Plan Implementation / Action Item 2.4 Housing
• Review existing districts to determine where allowing small increases in density may be feasible and desirable	
OTHER RESIDENTIAL ZONING DISTRICT RECOMMENDATIONS	
• Create a flexible residential zoning district	
• Reduce dimensional and minimum acreage requirements	
• Remove mandatory dwelling unit size and unit mix requirements	
• Consider elimination of SF-E and 2-F districts. If 2-F is retained, remove minimum acreage requirement and reduce required lot size	
• Revisit dimensional and location requirements for the SF-MU district	
• Eliminate reliance on density and increase height in MF districts	
EXPAND MIXED-USE DEVELOPMENT	
• Encourage and remove barriers to market-supported mixed-use development. The barriers may be site development requirements, open space, parking, in addition to exclusive zoning	Plan Implementation / Goal 3.1
• Expand allowance for mixed-use development beyond corridor districts by adapting the existing corridor districts	
OTHER NON-RESIDENTIAL ZONING DISTRICT RECOMMENDATIONS	
• Retain neighborhood services, office and retail districts for use in downtown development	
• Maintain GB 1 and GB 2, and industrial districts to support employment and economic development	
• Change PF district name and purpose to more clearly emphasize allowance for government/city/ public facilities, and not just parks, or create a new district designed for only these uses	

**Table 1: Summary of Recommendations**

**REVISE ALLOWED USES AND USE-SPECIFIC STANDARDS**

**Allowed Uses**

• Enable live-work units in O, R, and NS districts and allow in new mixed-use districts	Plan Implementation / Action Item 2.4 Housing
• Differentiate between assisted living and skilled nursing, and allow assisted living opportunities in more districts	
• Consider adding ADUs permitted conditionally in 2-F	Plan Implementation / Action Item 2.4 Housing
• Consider transitioning multifamily to a conditional by-right use in CL4	Plan Implementation / Action Item 7.6 Land Use Density

**Use-Specific Standards and Definitions**

• Update ADU regulations to remove the ownership requirement or alter so that the owner can live in the ADU	Plan Action Item
• Broaden the zoning districts in which community gardens are allowed, with appropriate conditions	Plan Implementation / Action Item 7.6 Land Use Density
• Update group home definition and allowances to better align with FHAA requirements	
• Update definitions for assisted living, independent living, skilled nursing, and memory care facilities, then review and revise districts where these facilities should be permitted	Plan Implementation / Action Item 2.4 Housing
• Remove or update definition of “family”	

**UPDATE DEVELOPMENT STANDARDS**

**Architectural, Site Design, and Layout Standards**

• Consider regulatory incentives and bonuses, such as reduced lot widths, reduced lot sizes and increased density, for projects that voluntarily choose to achieve higher/preferred design standards	Plan Implementation / Action Item 2.4 Housing
• Amend materials standards to indicate they are advisory only, and not mandatory requirements	
• Make targeted updates to building design standards, including requirements for structured parking	

**Off-Street Parking**

• Evaluate whether to continue enforcing minimum parking ratios	Plan Implementation / Action Item 2.4 Parking
• Consider maximum parking limits	
• Revisit minimum on-site parking requirements	
• Encourage flexibility and allow alternatives in meeting parking requirements	
• Reduce or eliminate downtown parking requirements	

**Multi-Modal Transportation**

• Require trail connections to link all neighborhoods/districts	Plan Implementation / Goal 7.4
• Increase bicycle parking requirements	
• Add detail to bicycle space location and design standards	
• Incentivize provision of bicycle parking through reduction of car spaces	

**Landscaping**

• Reduce on-site landscaping requirements or change approach so a fixed percentage is no longer the requirement	
• Refocus landscaping requirements to emphasize tree planting	
• Expand approved plant list to emphasize water conservation, and drought- and heat-tolerant plants, by adding information on preferred shrubs, perennials, and grasses	
• Remove invasive species from approved tree list, and prohibit the planting of invasive species	
• Update section content to remove references to Drop by Drop program, which has been eliminated or replaced with Pflourishing Flora	

**Table 1: Summary of Recommendations**

<ul style="list-style-type: none"> <li>Allow underground drip systems with moisture sensors for irrigation of trees, in addition to bubblers</li> </ul>	
<ul style="list-style-type: none"> <li>Apply corridor district turf limitations city-wide, or consider incentives programs to accomplish voluntarily</li> </ul>	
<b>Tree Preservation</b>	
<ul style="list-style-type: none"> <li>Consider applying tree preservation requirements to single- and two-family development</li> </ul>	
<ul style="list-style-type: none"> <li>Expand decision-making authority to include Urban Forester</li> </ul>	
<ul style="list-style-type: none"> <li>Revise classifications of tree species</li> </ul>	
<b>Exterior Lighting Standards</b>	
<ul style="list-style-type: none"> <li>Adopt lighting zones</li> </ul>	
<ul style="list-style-type: none"> <li>Consider applying BUG regulations</li> </ul>	
<ul style="list-style-type: none"> <li>Revisit illumination allowance</li> </ul>	
<ul style="list-style-type: none"> <li>Specify exemptions from lighting regulations</li> </ul>	
<b>Public Parkland and Open Space</b>	
<ul style="list-style-type: none"> <li>Consider alternative approaches to revise fee-in-lieu from fixed rate</li> </ul>	Plan Implementation / Goal 7
<ul style="list-style-type: none"> <li>Improve criteria for parkland that will be accepted</li> </ul>	
<ul style="list-style-type: none"> <li>Consider establishing a common open space set-aside requirement</li> </ul>	
<b>IMPROVE SUBDIVISION DESIGN &amp; CONNECTIVITY STANDARDS</b>	
<ul style="list-style-type: none"> <li>Revisit block length standards to improve connectivity</li> </ul>	
<ul style="list-style-type: none"> <li>Create a separate code section for subdivision standards</li> </ul>	
<b>OPTIONAL ORGANIZATION AND USER-FRIENDLINESS CHANGES</b>	
<ul style="list-style-type: none"> <li>Reformat zoning district Information so that each district has a page or two where all relevant information is consolidated</li> </ul>	
<ul style="list-style-type: none"> <li>Create a consolidated table of allowed uses, in addition to the four district specific ones, to facilitate easier comparison across classes of districts</li> </ul>	
<ul style="list-style-type: none"> <li>Expand common review elements to describe procedures from start to finish</li> </ul>	
<ul style="list-style-type: none"> <li>Consolidate subdivision procedures with into section with all other development review procedures</li> </ul>	
<ul style="list-style-type: none"> <li>Ensure that subdivision procedures comply with recent changes to state law</li> </ul>	

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# INTRODUCTION

## About the Project

The City of Pflugerville initiated a review and update of the Unified Development Code, or “UDC,” which regulates land development in the city. The UDC (officially Chapter 157 of the Municipal Code of Ordinances) addresses key issues that help shape Pflugerville’s built environment, such as:

- *Zoning districts* that identify where different types of development may occur;
- *Land uses* that may be established and maintained in the zoning districts;
- *Site development* standards that identify sensitive areas (like wetlands and trees) to be protected during development and how much area is required for parking and landscaping;
- *Building design* rules that control the size, shape, and look of new buildings;
- How land may be *subdivided* for future development sites; and
- The *procedures* for considering and approving development applications.

The UDC review project follows the April 2022 adoption of the updated comprehensive plan, *Aspire Pflugerville 2040* (“*Aspire 2040*” in this report) and supports the implementation of the plan’s goals and objectives through recommendations for specific code updates. The UDC assessment will likely result in further changes to the UDC, which will help address Pflugerville’s rapid growth and change by providing more modern and tailored regulations to manage development. The UDC revisions, and zoning in general, are just one part of the overall package of tools that will be needed to implement *Aspire 2040*. Other tools, such as establishment of the innovation center and general economic development and infrastructure investments, also will help realize the plan’s vision. Developing an updated zoning code with an enhanced set of tools to support and direct growth will help support other city efforts immediately once they come to fruition.

The current UDC dates to 2015, when the prior regulations were comprehensively repealed and replaced. Since 2015, there have been continuous amendments, including major updates like the





adoption of new downtown standards in 2020 and new corridor districts in 2024. Because the UDC has been frequently updated by City leaders to respond to the City's evolving development goals, it already is a comparatively strong document compared to many other fast-growing Texas cities, with best-practice features like an accessible organization and many illustrative graphics and tables.

However, while frequent updates have introduced much-needed flexibility in some areas and allowed the city to respond to evolving development issues and trends, they also have added layers of complexity that can make code compliance more difficult. As in other communities, the increasing complexity of the underlying regulations has led to a greater reliance on tools like planned unit developments (PUDs), where applicants seek to bypass the code through a negotiated process. PUDs allow more comprehensive tailoring of a development code's requirements (or sometimes waiver of code requirements altogether), in exchange for enhanced community benefits. Alternatively, if a developer does not have the resources to negotiate the time and complexity required by a PUD, sometimes the outcome of a complex code is just that some potential development just may not happen.

In this context, given the recent adoption of *Aspire 2040* and the current state of the UDC, the assessment was based on the following goals:

- Better align the existing regulations to support accomplishing the goals and objectives of the recently adopted *Aspire 2040* comprehensive plan; and
- Amend land use regulations to enable Pflugerville to attract and support the kind of development residents want to see in the City.

## Organization of this Report

This report examines the strengths and weaknesses of the current UDC in light of the *Aspire 2040* goals and objectives and is intended to help achieve consensus on the issues to be addressed when the City begins drafting updates to the UDC. The recommendations in this report are intended to function as a roadmap for changes that will be developed with further specificity in the UDC update process.

Following this introduction, this report includes two main sections:

- **Implementing the Plan: Key UDC Issues.** This section explores in greater detail ways to improve the UDC so it better aligns with *Aspire 2040*. The section identifies major themes that emerged from interviews with city staff and stakeholders, staff survey responses, and Clarion's review of the current development regulations. There are recommendations to improve the regulations to best address identified concerns. Major themes addressed include:
  - Increase housing diversity to support affordability;
  - Allow small increases in density in existing districts;
  - Expand mixed-use development;
  - Update the list of allowed land uses and use-specific standards;
  - Strengthen site and building development standards (such as parking and landscaping); and
  - Improve subdivision design and connectivity standards.
- **Beyond Plan Implementation:** This section suggests other potential improvements to the UDC that go beyond implementation of *Aspire 2040*, such as further improvements to support user-friendliness, and procedural streamlining to support improved efficiency.

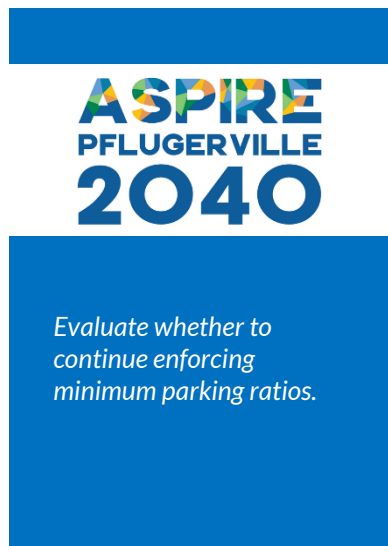


- **Comparison Communities.** For each of the topics above, this report includes comparisons to neighboring communities, shown in the table below, when helpful to Pflugerville in determining a regulatory approach to a topic. These communities were selected because they provide good rough comparisons to Pflugerville in terms of location, population size, and growth/development characteristics. In other tables throughout this report, if comparison community names are abbreviated, they use the abbreviations indicated in parentheses.

Table 2: Comparison Communities		
Location	Pop.	Land Development Code Adoption/Revision Date
Cedar Park (CP)	77,516	Adoption not specified, updates through June 2024
Frisco (FSCO)	225,007	April 2011, with updates through August 2024
Georgetown (GTWN)	96,312	March 2003, with updates through November 2024
Leander (LNDL)	80,067	2003, with updates through March 2023
Round Rock (RR)	130,406	2018, with updates through September 2024
San Marcos (SM)	71,569	October 2023
Sugar Land (SL)	108,515	July 2015, with updates through July 2024

Source for population: US Census 2023 estimates

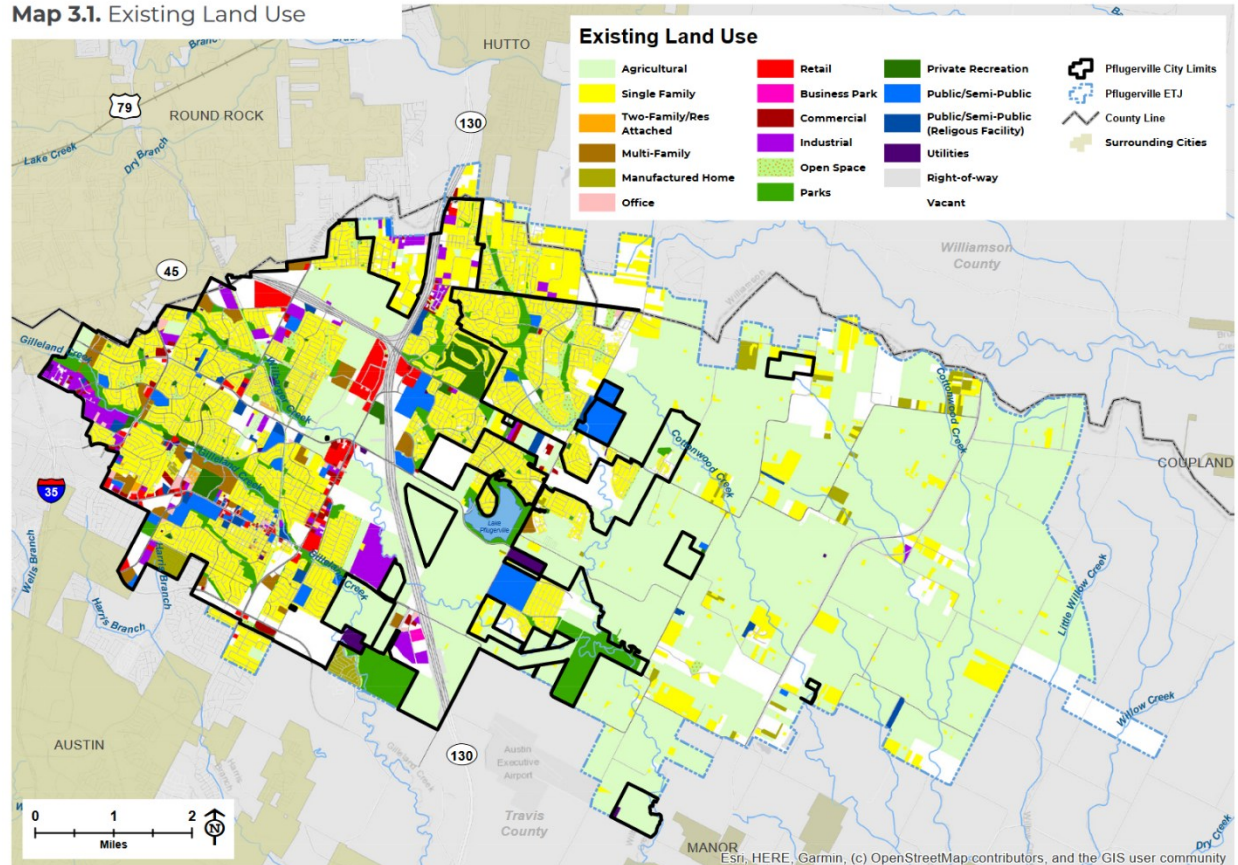
- **Plan Call-outs.** This report also includes textbox graphics that point out where a goal or objective from the *Aspire 2040* plan is particularly relevant to the discussion topic. Two examples are shown below:



## Current Land Use

Texas is one of the fastest-growing states in the nation, and the south central area that includes Pflugerville is one of the fastest-growing areas in Texas. As the existing land use map shown below demonstrates, the city has plenty of land area to accommodate growth, primarily to the east, where large areas are agricultural.

Map 3.1. Existing Land Use



Existing Land Use Map

## Current Zoning Districts

The following table<sup>1</sup> shows how the city's current zoning districts are applied on the ground, indicating the number of parcels and number of acres classified under each zoning district, and the corresponding percentage of total zoned land in Pflugerville.

<sup>1</sup> This information was derived from the city's open-source data and is more recent than the Comprehensive Plan.

**Table 3: Pflugerville Zoning Districts**

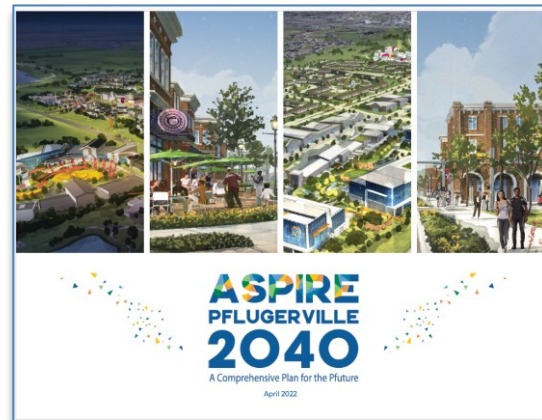
District Abbreviation and Name		Number of Parcels	Number of Acres	Percent of Total
<b>RESIDENTIAL ZONING DISTRICTS</b>				
<b>A</b>	Agriculture/Development Reserve	158	3,083.3	19.9
<b>SF-E</b>	Single-Family Estate	0	0	0
<b>SF-S</b>	Single-Family Suburban Residential	163	3,876.0	25.0
<b>SF-R</b>	Single-Family Residential	10	697.0	4.5
<b>SF-MU</b>	Single-Family Mixed-Use Residential	23	298.3	1.9
<b>2-F</b>	Two-Family Residential	19	47.1	0.3
<b>MF-10</b>	Multi-Family 10	12	92.9	0.6
<b>MF-20</b>	Multi-Family 20	14	292.0	1.9
<b>MH</b>	Manufactured Housing	1	86.7	0.6
<b>PUD</b>	Planned Unit Development	34	2,460.7	15.9
<b>Subtotal</b>		<b>434</b>	<b>10,934.0</b>	<b>70.6</b>
<b>CORRIDOR MIXED-USE ZONING DISTRICTS</b>				
<b>CL3</b>	Neighborhood	4	89.5	0.6
<b>CL4</b>	Urban	26	1,220.9	7.9
<b>CL5</b>	Urban Center	10	1,065.1	6.9
<b>Subtotal</b>		<b>40</b>	<b>2,375.5</b>	<b>15.4</b>
<b>NON-RESIDENTIAL ZONING DISTRICTS</b>				
<b>GB1</b>	General Business 1	118	864.2	5.6
<b>GB2</b>	General Business 2	19	142.5	0.9
<b>NS</b>	Neighborhood Service	9	38.6	0.2
<b>O</b>	Office	17	18.8	0.1
<b>PF</b>	Parks Facilities and Open Space	6	454.6	2.9
<b>R</b>	Retail	36	153.9	1.0
<b>Subtotal</b>		<b>205</b>	<b>1,672.1</b>	<b>10.7</b>
<b>INDUSTRIAL ZONING DISTRICTS</b>				
<b>CI</b>	Campus Industrial	6	234.6	1.5
<b>GI</b>	General Industrial	1	2.8	0.0
<b>LI</b>	Light Industrial	19	302.6	1.9
<b>Subtotal</b>		<b>26</b>	<b>540.0</b>	<b>3.4</b>
<b>TOTAL</b>				
		<b>705</b>	<b>15,522.1</b>	<b>100.0</b>

The majority of land in the city has residential zoning, which is not unusual, particularly given the historically suburban nature of development in Pflugerville. It is also not all that unusual that less than four percent of that residential land is zoned for anything *other than* detached single-family dwellings – 3.4 percent overall if one includes manufactured housing, 2.8 percent without it. While this may not be unusual, future affordability depends on changing it, and allowing more non-single-family development.

Given that corridor districts are relatively recent, the fact that 15.4 percent of the city’s land has this zoning—more than the total of all non-residential districts combined at 10.7 percent, and these districts have been around longer—is a positive sign that these districts are serving a need that the development community can fill.

## Aspire Pflugerville 2040

*Aspire 2040* is Pflugerville’s comprehensive plan, adopted by the City Council in April 2022. The plan was created through a process of community engagement that began in 2020 and focused on determining community goals and aspirations for Pflugerville in the coming years, up to 2040. Through various virtual and in-person events, community members offered their input on topics including land use, community character, parks and recreation, neighborhood vitality, economic development, transportation, utilities, community facilities and public service. The result shaped the goals, objectives, and policies of the plan, which will guide future actions and policy decisions.



An overarching goal of this UDC assessment is to propose updates to the zoning and development regulations to help implement the community’s vision as described in *Aspire 2040*. This supports the plan’s implementation recommendation to take the proactive step of “Amending the Unified Development Code regulations to reflect the development patterns recommended within this Plan.”

Where possible, this Assessment ties UDC update recommendations to action items or other goals and objectives of the plan, demonstrating how an updated code supports implementation of the plan’s goals, objectives, and action items. In some places, the plan includes suggested updates to the UDC regulations, which are integrated into this report.

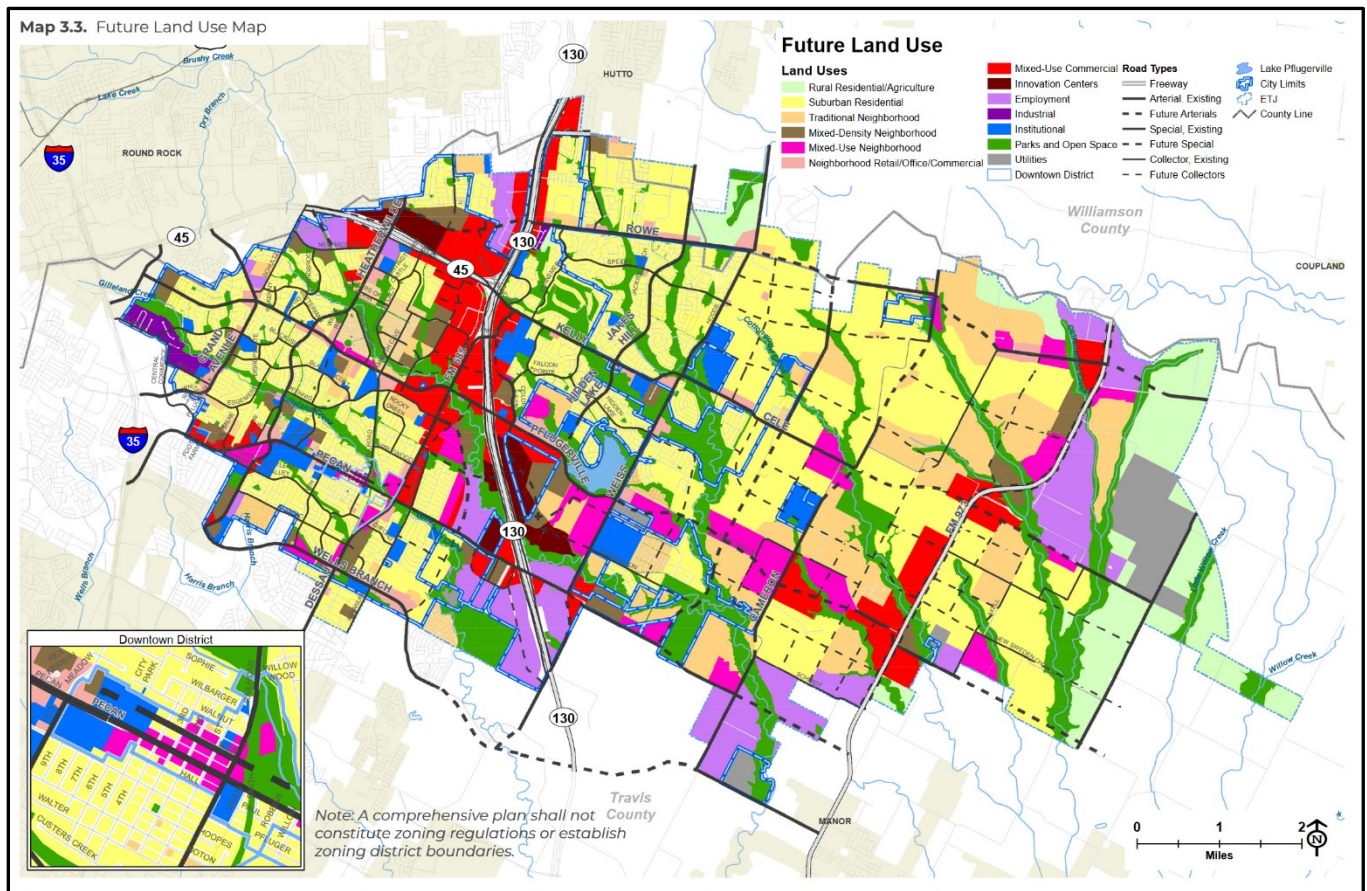
## Future Land Use Map (FLUM)

Part of the *Aspire 2040* project involved the development of a future land use map (FLUM), shown below. The FLUM anticipates how land within Pflugerville’s current city limits will be used in the future and how Pflugerville expects to expand into the boundaries of its extraterritorial jurisdiction. The land use categories shown on the map (FLUM) are similar to, though not identical to, the City’s current zoning districts. (The FLUM relationship to zoning districts will be discussed later in this report.)

*Aspire 2040* identifies 14 land use categories, with projections of how much future growth is anticipated in each, and description of the land use and building types that will be appropriate in those categories. In a number of cases, the current zoning districts in Pflugerville are not suited to produce the kind of development described by the land use categories in *Aspire 2040*, so new zoning districts may be



needed to realize the community’s agreed development vision. In other instances, existing zoning districts can be adapted to accommodate the desired development.



Pflugerville Future Land Use Map (FLUM)

## Comparing the FLUM to the Zoning Districts

A community’s zoning districts are intended to accommodate a wide range and mixture of housing types, commercial and industrial businesses, institutional uses, and recreational opportunities, within and across districts. In evaluating the lineup of zoning districts in any code update, we typically consider the following:

- Do the districts collectively provide for the land use patterns necessary to implement adopted plans?
- Is the intent of each district clear and does the district name match the intent?
- Is the district currently used, or is it unnecessary or obsolete?
- Are new districts needed (e.g., new mixed-use districts)?
- Are any districts so similar in purpose and standards that they overlap and could be consolidated?
- Are the dimensional standards for each district (setbacks, density, and height) appropriately tailored to the purpose of the district?
- Do the uses allowed in each district match the district’s intent?

At a general level, a code update project provides an opportunity to confirm that the overall lineup of districts is appropriate to meet the needs of the community now and in the future and is sufficient to implement the adopted plans. For example, is there a sufficiently broad range of industrial districts to reflect the current and expected range of industrial activity in Pflugerville? And, do the residential districts offer the full range of housing options called for in the plan?

At a more specific level, the standards of each district should be reviewed and updated if necessary to reflect new City goals and policies. For example, if a broad goal is housing diversity, then a more specific action item might be to allow live-work units in both the O-Office and NS-Neighborhood Services districts.

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## What We Found

Based on our review of Pflugerville’s code and our meetings with staff and stakeholders, we believe the current lineup of zoning districts in Pflugerville is broadly aligned to support *Aspire 2040* plan goals and future land use, subject to recommendations for adjustments as noted later in this report. Recent amendments, especially to the corridor districts, provide a solid foundation upon which to consider additional updates to the lineup of districts. In discussions with staff, zoning district issues that came up frequently involved the need to revisit minimum lot size for residential development, and to allow/encourage more housing options. To address these issues, focusing on expanding the uses allowed within the districts will be as important as confirming the overall district lineup. Both of those issues—along with others that will support implementation of the plan—are addressed in the sections below.

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# IMPLEMENTING THE PLAN: KEY UDC ISSUES

## Increase Housing Diversity to Support Affordability

*Aspire 2040* notes that the average sales price of a Pflugerville home increased from \$152,546 in 2011 to \$296,462 in 2020. The average sale price of a home in October was \$422,742. According to our research, as of December 2024, this number is holding steady, with the median sales price of approximately \$419,000.<sup>3</sup> Also as of 2024, Pflugerville’s median annual income was \$108,974. Taking the widely accepted standard that a household should not devote more than 30 percent of its income to housing, that equates to a monthly housing budget of \$2,724.

A household with good credit that can make a five to ten percent down payment likely can obtain a mortgage that is in the range of this 30-percent estimate, paying between \$2,500 and \$2,700 per month. In the context of an expanding housing crisis in many locations throughout the US, it is welcome news that a household with the median income could likely still afford to purchase a home in Pflugerville. However, median means that half are above, and half are below. In other words, 50 percent of the homes in Pflugerville cost more than the median of \$420,000, and 50 percent of households earn less than the median income that would let them afford such a home without being cost-burdened.

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## Expand Allowed Housing Types

*Aspire 2040* emphasizes the need to diversify housing types in Pflugerville. The current code specifies a limited number of housing types by name, including: single-family attached (townhome) or detached, condominium, cottage court or row (though only listed in the corridor district use tables), duplex, ADU, live-work, multi-family, and manufactured housing. This list is intended to be illustrative, not exhaustive.

### Expand List of Specifically Permitted Housing Types

Pflugerville has historically allowed triplex, fourplex, and cottage court housing types in practice through multi-family zoning. The code, however, has been relatively silent on this issue (at least until the recently adopted corridor amendments).

To reflect the plan’s intent, as well as to support affordability and greater choice, the list of permitted housing types in the UDC should be expanded to specifically authorize a greater number of these “missing-middle” housing types (including those historically allowed but not specifically identified), such as triplexes and fourplexes, small apartment buildings of up to a dozen units (that could be allowed more widely than in the corridor districts), cottage courts (including tiny homes), and build-to-rent developments that look like subdivisions but maintain all dwelling units on one lot. While it is true that merely permitting a building type does not ensure that it will be built, not permitting it guarantees that it won’t. Examples of these building types are illustrated on the following pages.

The logo for ASPIRE Pflugerville 2040. It features the word "ASPIRE" in a bold, sans-serif font with a colorful, multi-colored outline. Below it, "PFLUGERVILLE" is written in a smaller, blue, sans-serif font. At the bottom, "2040" is written in a large, bold, blue, sans-serif font.

*Diversify the housing supply, types, and locations to meet community needs through each phase of life.*

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<sup>3</sup> Note there may be a difference between “average” cited in the plan, and “median.” Median generally is a more reliable indicator, because an average can be significantly distorted by even a small number of very high- or low-priced sales.



Code drafters should also consider adding residential use types for smaller-format multifamily 2-4 and/or 5-8 units on a lot to enable alternatives to large garden apartment complexes. This would allow for more multifamily while potentially reducing community resistance. For multifamily in the R and GB1 districts, consider allowing a density bonus and reduction in maximum ground-floor residential if parameters for higher-quality development (such as developments that provide enhanced design, additional open space, or other amenities) are met.

**Table 4: Housing Types Illustrated**

## MANUFACTURED HOUSING



### Description

Manufactured homes are generally single-family dwellings that are assembled in a factory and installed on a site, rather than being stick-built on-site. Distinct from mobile homes, modern manufactured homes are typically built to meet residential building codes.

### Current Allowance

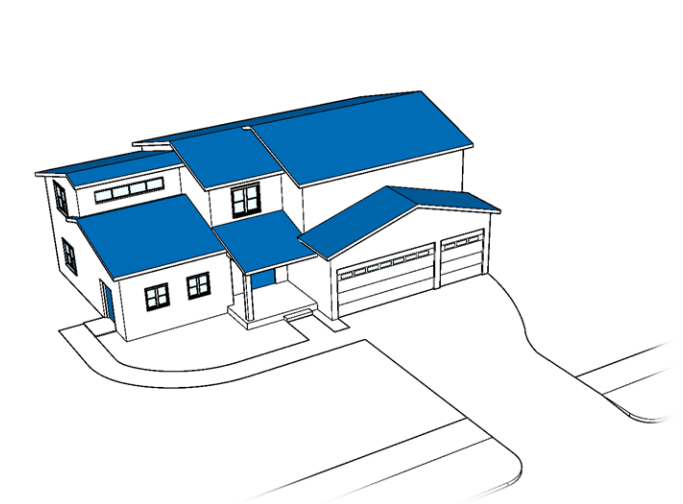
Pflugerville's current code classifies manufactured housing together with mobile homes and restricts this type of housing to the MH district.

### Consider

Manufactured homes should be allowed by right in districts where single-family dwellings are permitted, provided they can meet building code and any other applicable standards. Minimum standards may include, for example, building on a foundation and a roofline consistent with those in the surrounding area.

Pflugerville's minimum dwelling unit area requirement of 1,400 square feet may in some cases prevent this installation, even when all other standards can be met. Consider reducing minimum required lot size.

## ACCESSORY DWELLING UNIT



### Description

ADUs may be internal to a principal dwelling, as shown to the left, or detached from it.

### Current Allowance

Pflugerville allows both internal and detached ADUs and has liberal standards regarding permitted size.

A community with more permissive ADU standards will see more ADUs permitted. Except in SF-MU, Pflugerville already allows ADUs by right in single-family districts, which is a good approach.

Many communities are eliminating the requirement for the owner to live on-site. At the least, Pflugerville could change the requirement, so that the owner may live either in the principal or accessory dwelling.

While design standards can pose an impediment for ADU expansion, it is not uncommon to restrict internal ADUs from adding a second entrance on the primary façade of the principal structure; a separate entrance may only be located on the side or rear of the primary structure. This requirement aims to protect the typical appearance of single-family neighborhoods where ADUs are allowed.

**Table 4: Housing Types Illustrated**

## DUPLEX



### Description

A duplex can be side-by-side, as depicted here, or stacked one unit on top of the other. Generally both units are on one lot, even if both units are ground-based.

### Current Allowance

Duplexes are permitted in the 2-F district and in CL3. SF-MU, which does allow 3+ attached townhouse units, does not allow duplexes.

### Consider

Allowing the next increment of density by right: duplexes should be permitted by right in some single-family districts, especially for new development.

Reducing required lot size. Pflugerville requires 9,000 square feet for a duplex. Austin requires 5,750 square feet, while Round Rock allows lots of 3,500 square feet. A duplex can fit seamlessly into a single-family neighborhood, on a lot of the same size as the single-family dwellings surrounding it.

Allowing less parking for this building type. Four spaces may fit on a 9,000 square foot lot, but would be harder to fit on smaller ones. Perhaps allow 3 total spaces, one of which may be provided on-street.

## TRIPLEX



### Description

Like duplexes, triplexes can be stacked or side-by-side, as depicted here. Generally the units are on one lot, even if all the units are ground-based.

### Current Allowance

This building type is not explicitly mentioned in the current UDC. It would be permitted as an attached townhome in the SF-MU and MF districts.

### Consider

Permit triplex by right in any 2F district (if retained), and perhaps other MU developments.

Allowing less parking for this building type. Triplexes – particularly stacked units – can fit seamlessly into single-family neighborhoods, unless six parking spaces are required. Perhaps allow 3 total spaces, one of which may be provided on street.

Allowing three stories in height.

**Table 4: Housing Types Illustrated**

## TOWNHOME



### Description

Townhomes are generally ground-based, single-family dwellings, with attached side walls. Each dwelling unit may be on its own lot and sold separately.

### Current Allowance

Townhomes are allowed in the SF-MU and MF districts.

### Consider

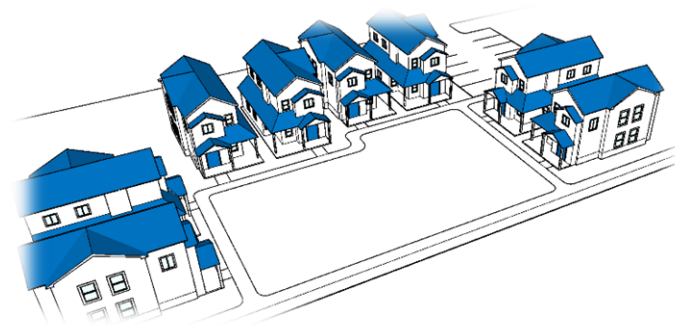
Additional districts where townhomes can be permitted. In addition to permission in any new flex residential or mixed-use districts, perhaps townhomes could be allowed in SF-R, which has an allowance for varying lot sizes within one development.

Townhomes might be included as one allowed building type in a large development required to have multiple building types. Some communities set minimum (or maximum) percentages of building types allowed in new subdivisions.

Allowing smaller lot sizes for townhomes. San Antonio allows townhomes on lots of 1,250 square feet, with width as narrow as 20 feet. Houston has had great success with 1,400-foot townhome lots.

Allowing three stories in height. This enables parking to be “tucked under” the two-story home, and helps to make narrower, more compact lots work for this kind of development.

## COTTAGE COURT DEVELOPMENT



### Description

Cottage courts develop multiple small houses around a central courtyard or other shared open space. All the homes are typically on one lot, though the units can be sold separately as condominiums.

### Current Allowance

Cottage court, and cottage row, development is allowed in the CL3 district.

### Consider

Additional locations where cottage court developments could be permitted. Since these are single dwellings, they could be allowed in single-family districts, if there were some flexibility about lot size. They could also be considered in other CL districts. (An example of where this was done in a mixed-use district is the redevelopment of the Elitch Gardens site in Denver, where co-housing cottage-court development was introduced alongside new single-family homes.)

Because this type of development allows for multiple dwellings on one lot, it is good for enabling small increases in density in infill areas.

**Table 4: Housing Types Illustrated**

## MANSION APARTMENTS



### Description

Mansion apartments vary in the number of units contained within a structure, but they are distinguished by a single street-facing entrance, as shown in the building on the right. Smaller mansion apartments, of 4 or 5 units, can fit within the context of single-family developments.

### Current Allowance

This style of multi-family building would be permitted either of Pflugerville's multi-family districts, and given the small scale, could also be allowed in CL3 as a Neighborhood-Scale Multi-Family development.

### Consider

Like courtyard apartments, this kind of smaller-scale structure would fit in a "mixed-density neighborhood," and is a good option for infill.

To encourage its expansion, it could be allowed in the flex residential district, and mixed-use districts.

## LIVE-WORK UNIT



### Description

Live-work units allow the combination of work or business space with living area. A common configuration has the living area above the ground-based commercial area, but there are also configurations where both units are ground-based, and the living area is behind the commercial area. In both cases, there is usually a limit on the square footage for such development, often in the range of 3,000 square feet, split between the two uses.

### Current Allowance

Live-work units are allowed in SF-MU and MF-20 districts, subject to conditions. They are allowed by right in the CL4, CL5, R and GB districts. Downtown, such units would be subject to either the residential or non-residential permissions and standards, depending on the underlying base district.

### Consider

Allowing live-work units in the CL3 district. The district description seems to align well with both the nature and scale of live-work development.

Revising conditions associated with live-work development in SF-MU and MF-20. The combination of requirements related to building form (vertical mixed-use development), location related to street type, and buffer requirements may be too specific to enable this type of development.

Consider requiring a minimum percentage of the structure to be nonresidential (50 percent is a common requirement) to avoid confusion and overlap with home occupations or simply residences with an informal space designated a "work area."



**Table 4: Housing Types Illustrated**

**SMALL APARTMENT BUILDING (6-12 UNITS)**



**Description**

Small apartment buildings can take many forms, some of which are described in this table. However, the essential features are that the number of units in the structure is limited – often below 10, but not more than a dozen – on account of which such structures make good infill options, as they can fit into established low-density development patterns without disrupting community character.

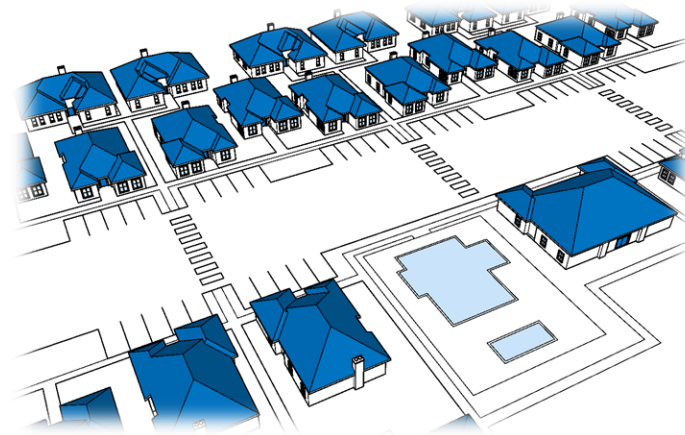
**Current Allowance**

Only in the Corridor districts is the scale of multi-family development differentiated beyond the MF-10 and MF-20 limits on density. This small scale of multi-family is permitted in the CL3 district as Neighborhood-Scale Multi-Family of 5-8 units.

**Consider**

Use lot and building standards to control for building size, then allow small apartment structures more widely in lower density areas.

**BUILD-TO-RENT (BTR) COMMUNITY**



**Description**

BTR communities resemble subdivisions, in that they are developments of multiple houses, but all the homes are on one unsubdivided lot. The dwellings are typically offered for rent, rather than for sale. Homes tend to be small and close together, with shared common spaces rather than individual yards. There are not public streets inside the development – circulation is mostly by drive aisle or private street. Though similar to cottage courts, the much larger scale of build-to-rent developments differentiates them.

**Current Allowance**

There is no allowance for BTR development in the UDC. Though a cottage court use may be able to accommodate this, given its size and complexity of the development, it likely would be processed as a PUD.

**Consider**

BTR communities are appearing in many parts of Texas. Pflugerville should consider new standards to ensure any such proposed developments are well-planned. Adopting minimum/maximum size thresholds for both BTR and cottage courts could help distinguish the two concepts. (A starting point threshold might be a dozen units; more than that is considered BTR.)

BTR can offer affordable access to single-family dwellings for those who cannot afford ownership. They also provide an option for a person who wants a small dwelling, but not in the context of multi-family.

Should BTR be allowed as a use in existing residential districts, or should it have a district of its own? Allowing this type of development as a use or an allowed alternative design, subject to standards, would be more encouraging for its creation than restricting it to its own district.

## Allow Small Increases in Density in Existing Districts

Like many suburban communities, the emphasis in development in Pflugerville has historically been subdivisions of single-family homes. More recently, Pflugerville has seen growth at the other end of the housing spectrum: increased development of apartment buildings, generally at a larger scale, to support the unprecedented population growth of the Austin region.

However, as the previous section demonstrates, there are many types of housing that make up a continuum between these two typologies. The UDC update should consider opportunities to incorporate elements of this continuum—often referred to as “missing middle” —into Pflugerville’s existing zoning districts and existing neighborhoods. This is important for several reasons.

- New builds, even if they include many large apartment complexes, cannot meet the full demand for new housing (plus, the seemingly sudden appearance of multiple large apartment complexes can generate powerful opposition among existing residents, which slows the process of delivering new units and exacerbates housing availability and affordability concerns).
- As Pflugerville expands to fill its growth boundary, a greater extent of development needs to occur at a smaller scale, as infill and redevelopment, rather than large, vacant greenfield projects.
- This kind of incremental increase in density relying on many housing types serves members of the community for whom neither a detached single-family dwelling nor an apartment fit their needs, and does so while fitting into existing neighborhoods without significant disruption to neighborhood fabric or established character.

For these reasons, we recommend the UDC rewrite consider where the next increment of density might be incorporated into existing zoning districts, and thus allowed in both existing and new neighborhoods. In practice, this could mean allowing duplexes not only in a zoning district designed for them, but instead, permitting them widely in mixed-use and multi-family zones, and also in some existing single-family zones. This could extend to allowing townhomes in single-family districts. It can mean that ADUs are permitted by right in SF-MU and 2-F (if retained), but also in corridor districts. concept could see SF-MU evolve to R-MU, where it would allow not only townhomes, but duplexes, live-work units, and perhaps small apartments of up to four or six units, such as are envisioned by the neighborhood scale multi-family that is currently allowed in CL3. It can also consider where else outside CL3 cottage court or cottage row development could be allowed.

While a later recommendation in this report suggests the creation of a flexible residential district that intentionally encourages this mixture of housing types, allowing this small increase in density in existing districts is an distinct and important component in developing a mixture of housing types to serve the needs of diverse households in Pflugerville.

## Other Residential Zoning District Recommendations

### Create a Flexible Residential District

A primary concern in Pflugerville is decreasing affordability. This assessment identifies numerous ways the city can change the UDC to enhance affordability, while also recognizing that zoning alone cannot solve an affordability crisis.

The city can, however, offer greater flexibility in residential zoning districts, to include allowing smaller lots and smaller structures, and districts that facilitate a mixture of housing types, instead of being all

single-family, or all duplexes. While this can be done by adapting existing zoning districts and their associated standards, that approach poses the possibility of creating nonconformities – especially problematic in Texas -- and generating significant opposition from existing residents.

Instead, it may be easier to create a new district that intentionally allows different types of residential development by design. Supportive of the Mixed-Density Neighborhood described in *Aspire 2040's* land use categories, a flexible residential district, with small minimum lot sizes, and a diverse array of permitted housing types such as detached dwellings, duplexes up to quadplexes, and small-scale multi-family that can be mixed together in the district, is needed.

Such a district would help to alleviate the limitation that most of Pflugerville's residential districts allow only detached or attached single-family residences. San Marcos has several districts that allow a mix of housing types, including some of the ND (Neighborhood Density) districts, and the CD (Character) districts, which are also mixed-use districts. McKinney, Texas has established a mixed-residential district where seven housing types are allowed, and lots sizes range from 1,800 square feet for a townhome to 10,000 square feet for a quadplex. The district also allows multi-family to be mixed in. This district has helped the community to offer a range of housing – and a range of housing prices -- within a single development.

Some communities set minimum percentages of building types in such districts to help prevent monotonous designs of just one or two buildings repeated over and over. Erie, Colorado, for example, requires a minimum number of different building types based on the size of the subdivision. Other communities, worried about administrative complexity or that such requirements might discourage development, choose to encourage, rather than require, a diversity of building types.

## Reduce Dimensional and Minimum Acreage Requirements

Pflugerville's SF-S residential district, which allows single, detached dwellings on 9,000 square foot lots, was historically the most common zoning district within the City. While this used to be the standard size for residential lots (based on the extent of land with this zoning, and the district purpose statement), more recently the City created the SF-R zoning district, where lot sizes can be either 7,500 square feet or 6,250 square feet if the development occurs on a parcel of 50 acres or greater. This reduction, along with the 5,000 sq ft minimum lot size for more compact development allowed in SF-MU, brings Pflugerville closer into alignment with standards in surrounding communities, as shown in the following table.

Table 5: Comparison of Residential Lot Sizes		
Comparable Cities	Zoning District	Lot Size (sq ft)
Pflugerville	SF-S, Single-family detached	9,000
	SF-R, Single-family detached	6,250 – 7,500
	SF-MU, Single-family (smallest lot)	5,000
	2-F, Two-family	9,000
	SF-MU, Single-family attached	2,500
Cedar Park <sup>[1]</sup>	SR, Suburban residential	15,000
	SU, Semi-urban residential	8,250



**Table 5: Comparison of Residential Lot Sizes**

Comparable Cities	Zoning District	Lot Size (sq ft)
	UR, townhome	2,500 (rear entry) or 3,000 (front entry)
<b>Frisco</b>	SF, Single-family (four separate districts)	8,500 – 16,000
	SF-7, Single-family (smallest lot)	7,000
	2F, Two-family	8,000
	TH, Townhome	2,500
<b>Georgetown</b>	RL, Low-density single-family	10,000
	RS, Single-family (smallest lot)	5,500
	TF, Two-family	7,000
	TH, Townhouse	2,000
<b>Leander<sup>[2]</sup></b>	SFS, Single-family suburban	9,000
	SFU, Single-family urban	7,200
	SFC, Single-family compact	5,500
	SFL, Single-family limited	4,100
	TF, Two-family	9,000
	SFT, Single-family townhouse	2,000
<b>Round Rock</b>	SF-2, Standard SF lot	6,500
	SF-3, Small lot SF	5,000
	TF, Two-family	7,000
	TH, Townhouse	2,500
<b>San Marcos</b>	SF-6, Single-family	6,000
	Various ND & CD, Two-family	4,000
	Various ND & CD, Townhouse	1,500
<b>Sugar Land</b>		

**Notes**

[1] Cedar Park does not have a district devoted to or list duplex as a building type.

[2] All dimensions cited are for interior lots. Corner lots generally require 800-1,000 square feet of additional lot area.

This table also shows that Pflugerville’s lot size requirement of 9,000 square feet for duplex structures is the highest among comparison communities, equal only to Leander. By comparison, both Georgetown and Round Rock allow duplexes on lots of 7,000 square feet. In our experience, many communities allow them on lots that are even smaller, in urbanized contexts. The smaller the lot size for a duplex dwelling, the greater the enhancement to affordability, and the possibility that the structure can fit in the context of a single-family neighborhood. This approach supports integration of missing middle housing, while restricting duplexes to large lots and single-purpose duplex zoning districts does not.

By contrast, Pflugerville’s lot size requirement of 2,500 square feet for attached townhome dwellings is similar to most comparison communities. However, in areas designated for denser development, San

Marcos permits townhomes on lots of 1,500 square feet. San Antonio also allows small lots for townhomes – 1,250 square feet. This is another opportunity to promote expansion of missing middle housing opportunities and more affordable housing by permitting attached townhomes to be built on smaller lots. Pflugerville's current 2,500-foot requirement could be reduced, or perhaps eliminated altogether to encourage such construction.

In addition to large lot sizes, Pflugerville's current setback requirements offer little context-based variation, and are also large. In most cases, the required setbacks ensure that approximately 40% of the land area of any given lot must be vacant, unencumbered from the ground to the sky. While this is certainly contextually appropriate for some development areas, it is inefficient in others, and also contributes to higher costs. The updated UDC should allow variation in setback requirements tied to development type and context, particularly in areas where greater density, walkability, and intensifying urbanization are desired. This should apply in mixed-use development, and new or residential redevelopment in the Downtown.

Overall, the UDC is geared to greenfield development. Residential development in SF-R or 2-F requires a minimum of 10 acres. SF-MU requires 20 acres for solely residential development, and 40 acres if mixed-use is to be included. In other residential districts (SF-S, SF-E, and A) the lot size must be a minimum of 9,000 square feet or larger. Given the development pattern, there has been no need to consider districts and standards that would allow for infill on smaller parcels, or redevelopment. While Pflugerville still has ample room for expansion, this rewrite may be a good opportunity to consider the future when more development occurs in already built-up areas. To facilitate this, now may be a good opportunity to eliminate the minimum acreage requirements associated with Pflugerville's zoning districts.

## Remove Mandatory Dwelling Unit Size and Unit Mix Requirements

Among comparison communities, it is common to set minimum dwelling unit area. This practice, however, is not common in our experience outside Texas, and is not one we recommend in any location with affordability concerns.

By setting a minimum size for dwelling unit area, the city creates additional limits on affordability. There is an inherent floor for how low the price of a 1,400-square foot house or 600-square foot apartment can go. Not every resident needs – or wants – this much living space (or yard space created by setback requirements, as discussed above). It is also unusual for zoning to set requirements for the mix of units in a multi-family building; most communities allow the market to determine both unit size and unit mix, and we recommend eliminating that current limitation.

Both of these requirements effectively create arbitrary limits on the kind of housing that can be created in the community, thus likely excluding individuals or families whose housing needs do not conform to those requirements. Because *Aspire 2040* is clear that housing in the community should accommodate residents from diverse backgrounds with equally diverse housing needs – and we believe that equity considerations should extend this to include not only homeowners but renters in the community as well -- we recommend that the current minimum dwelling unit size requirements and unit mix requirements should not be carried forward.

The logo for ASPIRE Pflugerville 2040. The word "ASPIRE" is in a bold, sans-serif font with each letter in a different color (A: blue, S: green, P: yellow, I: orange, R: red, E: purple). Below it, "PFLUGERVILLE" is in a smaller, blue, sans-serif font. At the bottom, "2040" is in a large, bold, blue, sans-serif font.

*Provide homeownership opportunities that encourage residents of diverse backgrounds and housing preferences to make Pflugerville home.*

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## Consider Elimination of SF-E and 2-F Districts

The city's SF-E district requires lot sizes of at least one-half acre. According to the city's zoning map, there are no SF-E parcels. While there does not appear to be demand for the large-lot single-family development allowed by this district, it should be evaluated for potential use to create some rural areas; if not needed, it could be eliminated.

As discussed above in the sections on *Increase Housing Diversity to Support Affordability* and *Allow Small Increases in Density in Existing Districts*, we recommend eliminating the 2-F district. Duplexes should be allowed more widely in other districts throughout the city, rather than restricted to a single district that *only* allows duplexes. The 2-F district is not needed to support its current articulated purpose.

As alternatives to elimination, the district could be retained with a duplex focus, so long as there are reductions to the minimum 10-acre requirement and minimum 9,000-lot size requirement. Or, the district might be reconfigured to become the type of flex residential district mentioned in an earlier recommendation.

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## Revisit Dimensional and Location Requirements in SF-MU District

Staff have indicated that SF-MU is one of the city's newer zoning districts, and that it has proven popular with developers on account of allowing 40-foot-wide lots, the narrowest width permitted in Pflugerville for detached single-family housing. The district has not, however, proven popular for creating the mixed-use development indicated by the district name. We believe that the layered complexity of requirements for non-residential development in the district – and the associated cost with meeting them – combine to function as a significant disincentive to mixed-use development here. The standards require that mixed-use:

- Is limited to the corner of an intersection of two collector or higher classification roads or major drive aisles, unless the block is designed with at least two adjacent vertical mixed-use structures;
- Occupies not more than 5,000 square feet;
- Provide a minimum 10-ft wide landscape buffer along the shared lot line when adjacent to residential development;
- Includes a pedestrian gathering space consisting of a pedestrian pathway, seating, pedestrian scaled lighting, and decorative hardscape within any such buffer when it is required.

There is already an increased risk of locating a business in a residential environment, or one where there is not a concentration of other businesses nearby. Taking that risk into account, then adding additional cost and complexity to the location will lead most potential business operators to review these requirements, and decide to locate their business where such restrictions and additional costs do not apply.

In light of this, there are two possibilities for adjustment to SF-MU.

1. Remove or reduce the additional requirements for non-residential development in the district to see if that attracts non-residential development to the district. However, since housing developers typically specialize in housing, even that is not likely to draw mixed-use when SF-MU is applied.

2. Maintain the 40-foot lot widths that have made the district popular, but focus on other districts to attract the mixed-use development the City hopes to see. How to do that is discussed at greater length in the Expand Mixed-Use Development section of this report.

## Eliminate Reliance on Density and Increase Height in MF Districts

The multi-family allowance for either 10 or 20 dwelling units per acre (45 in downtown) is fairly limited. As with mixed-use, many communities find it useful to have a variety of gradations for multi-family development that are tied to scale and intensity of development, and we recommend doing so in Pflugerville. One approach could be to add density gradations, potentially allowing that 45 dwelling unit per acre development in other areas outside of downtown – CL5, perhaps. We would, however, suggest doing so based on scale and intensity of development, rather than simply on the basis of density. Staff have not indicated that reliance on density limits is a particularly entrenched or important practice in Pflugerville, which means such a change may not be especially difficult to implement. It is also the case that regulations tied to scale and intensity may allow more flexibility for multi-family development, where a varying number of units can be created in differently sized structures, provided the structure can meet lot size, lot coverage, height, parking, and any other applicable requirements.

While density limits are not an arbitrary requirement, they can produce unintended outcomes, such as inefficient use of land that fails to meet the housing demand of a rapidly growing community. Density limits also make it difficult for the public to envision what can be built within the given limit, and as such, can contribute to reflexive opposition to multi-family development on this basis. However, it is easier to understand that Multi-Family, Neighborhood Scale, limited to no more than eight units, is going to look like, and to imagine where and how it might fit. Similarly, most community members can imagine what a medium scale of up to 24 units would look like, and are familiar with large scale, of 25 or greater units. This explicit link to scale and intensity and surrounding development context can diminish opposition to larger projects when they are properly sited, and scaled to the surrounding infrastructure and development context, and it can also promote smaller scale infill and redevelopment.

Finally, whether multi-family is regulated according to density or scale and intensity, the 38-foot height limit in MF-20 zone effectively limits these structures to three stories. Given the prevalence of five-over-ones as an apartment building typology, we suggest raising this limit to allow five or six stories by right. Stepback and other residential adjacency provisions can ensure such structures don't tower over neighboring smaller scale residential, but it is important to allow taller height for large structures, outside of corridor and downtown contexts.

### Recommendations: Residential Districts

- Review existing districts to determine where allowing the next increment of density may be feasible and desirable
- Create a flexible residential district
- Reduce dimensional and minimum acreage requirements
- Remove mandatory minimum size requirements for dwelling units, and mix of unit requirements for multi-family development
- Consider eliminating SF-E and 2-F districts
- Revisit dimensional and location requirements in SF-MU
- Eliminate reliance on density and increase permitted height in MF districts

## Expand Mixed-Use Development

By allowing mixed-use, Pflugerville's corridor zoning districts (Neighborhood CL3, Urban CL4, and Urban Center CL5) serve an important purpose in the City, allowing a type of development that is highlighted in *Aspire 2040*, which emphasizes the need for mixed-use, pedestrian friendly, less car-centric development.

These districts were established in Pflugerville in 2008, and updated very recently (2024). Based on the extent of corridor development the city is seeing, there appears to be a solid demand for these districts – at least CL4 and CL5 – and they are succeeding in producing the desired development. However, discussions with staff and officials indicate a desire to see mixed-use in contexts beyond corridor allowances. This section looks at various approaches to accomplish that.

**ASPIRE**  
PFLUGERVILLE  
**2040**

*Strategically develop a mixture of residential and nonresidential in greenfield areas.*

## Adapt Corridor Districts to Encourage More Widespread Mixed-Use Development

Ten-minute neighborhoods depend on integration of (or at least proximity of) shops and services with residential uses. There are more opportunities available in the zoning ordinance to create that mix of uses. Currently, the Corridor districts and the SF-MU and MF-20 allow retail and services, with conditions, but, according to staff, developers have not taken advantage of the allowance for mixed-use in these contexts.

There are several approaches that may support the broader expansion of mixed-use development beyond these current districts.

### 1) Adapt corridor districts to allow mixed-use zoning beyond corridors

The general approach we recommend is to adapt and expand the tools introduced in the corridor districts to encourage mixed-use so that they can be used to enable mixed-use both within and beyond the corridors. The existing corridor districts already allow for development at varying scales to fit different contexts (neighborhood, urban, and urban center), which is an important element in successful mixed-use development. However, some adjustments would be needed in terms of locational and access requirements (must be adjacent to collector or arterial) that are more appropriate to the nodes and corridors in which these districts are currently applied.

### 2) Allow some housing in non-residential districts

One general area to consider more mixed-use subject to standards is the non-residential districts. Currently, the Retail (R) and General Business 1 (BG1) districts allow for some residential development that in theory could lead to more opportunities for mixed-use. Not much residential has been initiated in these districts, however. The height setbacks, parking requirements, and other standards of these districts should be reexamined and perhaps brought more in line with those of the corridor districts to ensure they do not act as unnecessary impediments to mixed-use.

Also, additional incentives, such as expedited approvals and/or perhaps additional height or greater coverages, might be considered to encourage mixed-use projects in these districts

where consistent with the plan. Codifying sequencing triggers (e.g., residential development portions of projects could be initiated only after certain nonresidential milestones are completed) could help ensure the approved use mix actually is implemented.

The goal should be true mixed-use projects, versus just residential projects created by residential developers in a nonresidential zone. As many communities with pyramidal zoning can attest, over time, this allowance can erode the supply of commercially zoned land that can be used for employment purposes if greater expanses of land are consumed by single-purpose residential development.

### 3) Allow more commercial development in residential districts

Another general area to consider more mixed-use subject to standards is the residential districts. This may require relaxing some standards that currently act as barriers in this regard.

As noted earlier in this report, the potential allowance of commercial development is already possible in Pflugerville's SF-MU and MF20 districts; however, staff have indicated that these allowances have not produced mixed-use development. The restrictive standards of SF-MU are noted above in this report, and while we believe the combination of requirements is an impediment, it is also true that most housing developers develop housing; they do not have the capacity or the expertise to add commercial components to their developments. This is one reason that may account for the lack of mixed-use, given current allowances in SF-MU and MF-20. Another impediment – at least in SF-MU – is the specificity of the accompanying requirements. It is easier, and carries less risk, to develop a business in a location where these additional limitations don't apply.

### 4) Create new mixed-use districts

Many of Pflugerville's comparison communities have purpose-specific mixed-use districts; for example, Round Rock has five of them. In places where there are not mixed-use districts, there are mixed-use areas in downtowns, as in Frisco and San Marcos. Pflugerville could also create mixed-use districts that apply beyond downtown, though this may not be necessary given the newly adopted corridor districts.

#### Recommendation: Corridor Districts

- Expand allowance for mixed-use development beyond corridor districts by adapting the existing corridor districts

## Other Non-Residential Zoning District Recommendations

### Retain Neighborhood Services, Office and Retail Districts for Use in Downtown Development

While there is not a great deal of Neighborhood Services on Pflugerville's current zoning map, staff have indicated that the district is needed for facilitation of development in the Downtown districts, since there are not Downtown-specific base zoning districts. Similarly, there are some areas of Office and Retail on the current zoning map, but altogether, these two districts account for barely over one percent of zoned land in the city (NS is an additional 0.2 percent). However, as the intention is for Office and Retail also to be used in Downtown development, we recommend carrying forward these districts as well to be used as needed for Downtown development.



We add one caveat for consideration with the Office districts in particular: staff could consider *limiting* the use of these districts to the Downtown context for the following reasons. It is more common to see office as allowed uses rather than standalone districts. One reason for this is that districts allowing only one use, whether office or retail, promote sprawl by ensuring that such uses are kept separate from most other uses – residential in particular. This is counter to the city’s stated 10-minute neighborhood aspirations, and also goes against the desired expansion of mixed-use. It is also true that market fluctuations in demand could have significant negative impacts on lands zoned for only for a single use – think how the recent struggles of both office and retail real estate, with record-high vacancy rates owing to online shopping and the persistence of remote work arrangements, would impact land zoned only to allow those uses. By maintaining districts that allow the widest variety of appropriately scaled uses, the city avoids being stuck with land that has zoning for which there is no market demand, which could lead to prolonged vacancy, dilapidation, and decline in value. Such land may eventually be subject to a rezoning request, but it would be faster, easier, and cheaper to ensure the land remained in productive use by applying a zoning classification that allows many different uses.

## Maintain General Business 1 and 2, and Industrial Districts to Support Employment and Economic Development

In Chapter 4, *Aspire 2040* takes a detailed look at Economic Development & Fiscal Resilience. The chapter concludes that non-residential development is needed to support delivery of high-quality public services to residents. As is generally true, taxes from non-residential development are needed to support this goal, because residential development often does not generate sufficient revenue to cover the cost of services.

In addition to *Aspire 2040*, the City in 2024 adopted a Comprehensive Economic Development Strategy (CEDS) that “provides a unified vision and strategic approach to achieving a robust, resilient economy.” The Board President of the Pflugerville Community Development Corporation, in the City’s official news release, noted: “The aim is to further establish Pflugerville as a hub for inclusive innovation, outstanding economic opportunity, and a community with a high quality of life.” The CEDS stresses the importance of creating mixed-use “innovation districts, with high-quality office space with visibility from SH 130 or SH 45.



Support commercial & industrial development that result in at least 30% of the property tax base coming from nonresidential land uses.

The new UDC can help ensure that zoning tools are in place to support these adopted policies. In particular, the UDC can include zoning districts designed to allow Pflugerville to maintain a certain extent of land area that is reserved exclusively for business and industry land uses. To that end, we recommend maintaining the GB1 and 2 districts, as well as the three existing industrial zones, Campus Industrial (CI), Light Industrial (LI), and General Industrial (GI). GB1 does allow some residential development, for standard multi-family and some condominiums. Currently, this is permitted if the development meets conditions (C in the use table). We do not recommend removing this allowance from this district as it may create nonconformities; however, to limit residential development in this district only to a context where it may be supporting an innovation center, or perhaps providing housing for a specific workforce on the same site as or in proximity to their workplace, consider changing the permission for housing in GB1 to require a specific use permit. This would enable review to determine if



the proposal is for “standard” housing that could be located in several other non-commercial districts, or if there is a good reason for allowing it in a zone that should be primarily reserved for employment uses.

### Create New District for Public Facilities, or Update PF District Name and Purpose

The intent of this district says that it is to “preserve and enhance public and private open spaces and to develop and implement parks and recreational opportunities.” In practice, the district has also been used to accommodate Government Facilities, per the use table. Conversations about the district indicated that its use for such facilities is not straightforward. To more easily facilitate government or public facilities, the city can consider two approaches to the PF district:

- 1) **Change district name and purpose.** The district name and purpose statement can be updated to emphasize that the district is not solely focused on parks and open space, and that it is also intended to accommodate public facilities. (In some cases, in fact, this is already how it is referred to in the ordinance, such as the table in Section 4.1, Zoning Districts Established.) In this case, the name of the district should be changed to call out public facilities specifically, perhaps to Public Facilities, Parks and Open Space, or Parks and Public Facilities or something similar. The Purpose statement for the district should be updated accordingly.
- 2) **Create new district for public facilities besides parks.** Alternately, the PF district could be retained, but a new district could be created to allow government and public facilities. In this case, the district could be called GF Government Facilities, or CI Civic Institutions, or something similar. The Purpose statement would explain that this district is intended to accommodate public structures and facilities, such as a city hall, library, or water treatment plant. This is likely the easier, more straightforward way to address this issue.

#### Recommendations: Non-Residential Districts

- Retain neighborhood services, office and retail districts for use in downtown development
- Maintain GB1 and GB2, and industrial districts to support employment and economic development
- Change PF district name and purpose to more clearly emphasize allowance for government/city/public facilities, and not just parks, or create a new district designed for only these uses

## Revise Allowed Uses and Use-Specific Standards

### Use-Related Recommendations

#### Update Accessory Dwelling Unit (ADU) Standards

An Action Item for the Implementation chapter of *Aspire 2040* recommends:

- Consider adding ADUs permitted conditionally in 2-F. This helps support the next increment of development density without significant change to neighborhood character.
- Update ADU regulations to either remove the ownership requirement or alter so that the owner can live in the ADU. This allows a person from a family that no longer needs the larger home to transition to the smaller ADU, introducing the possibility of rental income to help with fixed income scenarios and allowing them to remain in their neighborhood with existing social support networks.

#### Allow Live-Work Units More Widely

An Action Item for the Implementation chapter of *Aspire 2040* recommends: Enable live-work units in O and NS districts, and explicitly allow the minimum number of ground floor units to establish the ground floor as the accessible floor for Fair Housing Act accessibility compliance. (This allows for live-work with four or more units in a structure without triggering an elevator.)

If the city believes that expansion of live-work units would be a positive addition to the housing supply, we suggest further additions to that recommendation:

- Allow live-work units in the CL3 district.
- Revise standards for live-work units in SF-MU and MF districts to remove requirements tied to street type.
- Remove the restriction related to building form; specifically, that live-work units have to be vertical mixed-use. While live-work units are by nature mixed-use, there is no reason that both components cannot be on the ground floor, with the living unit behind the commercial unit. (Also, the code should clarify that the commercial component should be an allowed use within the district.)
- Consider a threshold requiring a minimum percentage of the unit to be devoted to the non-residential activity (50 percent is common in other communities).
- Require the owner of the business to also reside in the property (or vice-versa).

### **Differentiate between Assisted Living and Skilled Nursing**

Another Action Item recommends to “Establish regulatory pathways for assisted living and nursing home/skilled nursing conditionally as integrated parts of neighborhoods with single-family zoning to create opportunities for people to age within neighborhoods with existing social support networks.”

While we support this recommendation at the scale of a small group home (6-8 residents) for assisted or independent living, skilled nursing and memory care facilities often do not fit as well in single-family districts. Skilled nursing and memory care are both medical facilities, with round-the-clock staff, and visitors. They generate higher traffic, and the need for both staff and visitor parking. Assisted living and independent living may have some supportive staff, but not to the extent that a medical facility does. Effectively, assisted and independent living may be indistinguishable from a group home or senior apartments, depending on the scale, while this is not typically true of any medical facility, including skilled nursing.

These use types need better definitions that take into account the populations they serve and how, and then where they can best fit into existing zoning districts can be updated based on the impacts they produce.

### **Update Group Home Definition and Allowances to Better Align with FHAA and State Requirements**

Pflugerville’s current group home regulations should be reviewed and revised as necessary for legal compliance with state and federal requirements, as well as conformance with adopted plans. This is an always-evolving area of the law, particularly in Texas where proposed refinements to state regulations are introduced in many legislative sessions.

The City’s current “group home” definition, which limits group homes to 15 residents and focuses specifically on mental retardation, is too narrow to comply with Fair Housing Amendments Act (FHAA) standards and requirements. It should encompass all protected groups, including those with mental and/or physical disabilities, and also race, color, national origin, religion, sex, and familial status.

Also, while different approval processes may be applied to group homes of different sizes, it is not recommended to apply a limit on number of residents (in the current case, 15). Instead, we would

recommend permitting group homes with eight or fewer residents in the same places and manner as single-family dwellings. These should be allowed by right, while proposals for homes that house more than eight residents can be subject to discretionary special use approval, and may also be limited to multi-family, mixed-use, and other higher-intensity districts.

### Revise or Eliminate “Family” Definition

Though not strictly related to uses, we include here a recommendation to remove or amend the current definition of “family.” The definition is limiting: “One or more persons related by blood, marriage, or adoption, or a group not to exceed four (4) persons not all related by blood or marriage, adoption or guardianship, occupying a dwelling unit and living as a single housekeeping unit.” While some college towns retain interest in restricting the number of unrelated people residing together, in most other circumstances, communities have decided this is not the purview of zoning to regulate. Provided the number of occupants in a dwelling does not exceed building code occupancy standards, zoning does not need to specify number of occupants or their relation to one another. If some definition needs to be retained, it can be more general. We recommend “housekeeping unit,” defined as an individual or group of individuals occupying a dwelling unit and living as a single housekeeping unit.

#### Recommendations: Allowed Uses and Use-Specific Standards

- Remove or update definition of “family”
- Enable live-work units in O, R, and NS districts, and allow all mixed-use districts
- Update ADU regulations to remove the ownership requirement or alter so that the owner can live in the ADU
- Update group home definition and allowances to better align with FHAA requirements
- Update definitions for assisted living, independent living, skilled nursing, and memory care facilities, then review and revise districts where these facilities should be permitted

## Update Development Standards

### Architectural, Site Design, and Layout Standards

#### Revise Building Materials Content to Indicate it is Advisory Only

Each subsection in this chapter begins with requirements related to building materials. Since the Texas legislature recently eliminated the ability of communities to regulate building materials that are allowed in building codes (except in specific exempted areas such as historic districts, or in the event of a negotiated development agreement), the standards in the current code should be reframed as guidance or advisory standards, where compliance is encouraged, but not mandatory. Given the repetition of these materials, and their non-advisory nature, it may be preferable to cover them once, in a section of generally applicable standards, rather than repeating at the beginning of each subchapter, as is currently done.

#### Make Targeted Updates to Building Design Standards

Besides building materials, other options to regulate building quality still remain; design standards are the primary means of doing so. Pflugerville’s current design standards (subchapter 9: Architectural, Site Design & Layout Provisions) are relatively strong at the building-scale, and particularly good in the case of the downtown design standards. The standards already incorporate our preferred approach to architectural design regulations, which is to provide a list of options that offer developers choice and flexibility in complying with the requirements. For example, the table of allowed multi-family and mixed-use structures architectural details (Table 9.3.3) allows an applicant to choose two roof articulation

elements from a menu of five options, while some standards are simply mandatory (such as minimum roof pitch for pitched roofs).

*Superseded Sections.* The current multi-family design standards in Section 9.3 include material that has been superseded by changes in State law, such as the 100 percent masonry requirement in 9.3.2, which are no longer allowed outside excepted circumstances such as historic districts. These superseded provisions should be removed in any comprehensive code update. Their intent should be reevaluated; it may be possible to consider other building design elements or incentive-based programs that would accomplish some of the original policy goals of the superseded requirements.

*Reevaluate Menus and Point Options.* The current regulations also include some point-based requirements. While these are commendable examples of flexibility in theory, they require constant monitoring to ensure the assigned point values reflect actual costs and benefits. The amenities table for multi-family and mixed-use structures (Table 9.3.6) for example, assigns the same point value to a swimming pool and a billiard table, which of course are very different in cost. If a point-based system is maintained, it requires constant calibration and refinement to reflect actual costs and not allow loopholes.

*Window/Door Trim.* There are some mandatory elements in the current standards that were specifically cited in stakeholder interviews as frequent points of discussion between staff and developers; an example is the requirement for trim around windows and doors. While trim requirements are not among the most common building design requirements we often see and draft, we note that design standards, far more than any other section of code requirements, are particular to the community where they are applied -- they are part of what give a place its own unique look and feel. With that in mind, trim requirements do not seem unusual or onerous, and if they are important to producing a particular appearance for development, there is no reason not to maintain them. As a final note, *all* design requirements have a cost, as do parking and landscaping and lighting requirements. This on its own is not sufficient reason to eliminate them. Rather, it is an opportunity to balance the cost against the benefit the requirement produces, and keep those elements that the community deems important enough to warrant standards being applied.

*Garage Size.* Individual garage sizes were cited as another point of discussion. While many communities do not specify garage size in their land development codes, in our experience 12 X 20 is a standard minimum size for a single-car garage (20 X 20 for a two-car garage). Variation to these sizes tend to increase these basic dimensions rather than reduce them, given the common need for additional storage capacity. For example, 24-foot lengths (rather than 20) are common for both single-car and double-car garages.

*Structured Parking.* Finally, there is one aspect where the approach of using a menu of choices with a certain number of elements being required could be modified. Like most places, Pflugerville would like to see more structured and less surface parking. Structured parking, however, is costly to provide. Each structured space costs approximately \$50,000 to \$60,000 to build, while a surface space is generally between \$10,000 and \$12,000. The city can consider offering incentives for construction of structured parking, but it can also reduce the disincentive represented by the current design requirements. Under the current regulations, structured parking is required to include five architectural elements from a list of nine options. This is a higher bar than most other structures within the city, which have to provide four architectural elements (unless that structure is 50,000-100,000 square feet, when it would need to provide five or six elements, respectively). At the same time, several of the options, such as pitched roof



forms or display windows, would not be practical to apply to a standard parking garage. This reduces the list of achievable choices, while not reducing the standard.

It is reasonable to apply some design requirements to parking structures. However, the requirements should be balanced against the overall desirability of structured parking in the first place. In this case, a list of options – many of which are not really applicable to parking structure design – is not the approach we would recommend. Instead, consider fewer standards, aimed at addressing the most significant negative aspects of structured parking: it should be placed behind or within a structure. If part of it faces the street, that section will provide street-level liner spaces. Similarly, street-facing upper stories must have some sort of design element, and cannot be bare concrete ramps. Rather than specifying defined options, this may be an instance where Director discretion determines whether the proposed design elements are adequate.

### Recommendations

- Amend materials standards to indicate they are advisory only, and not mandatory requirements
- Consider regulatory incentives and bonuses, such as reduced lot widths, reduced lot sizes and increased density, for projects that voluntarily choose to achieve higher/preferred design standards
- Make targeted updates to building design standards, including requirements for structured parking.



*Parking Structure Design Element Examples*

## Off-Street Parking

Pflugerville's *Aspire 2040* encourages an evaluation of whether the City should continue to require a minimum amount of off-street parking for new development. It would not be wholly without precedent for the city to decide to eliminate the requirements: neighboring Austin, Bastrop, and Taylor have eliminated parking requirements completely, while dozens of other Texas communities, including nearby San Antonio, Round Rock, Georgetown, and San Marcos, have reduced or eliminated requirements in defined areas, such as downtowns.

**Precedents from Other Cities**

The table below shows a sample of Texas cities that have eliminated parking for all uses, citywide.

<b>Table 6: Eliminated Parking Minimums (all uses, citywide)</b>		
<b>City</b>	<b>Population</b>	<b>Notes</b>
<b>Austin</b>	974,447	City Council voted 8-2 to eliminate car parking mandates citywide for all uses.
<b>Bandera</b>	671	Place-type zoning code calls for market-driven parking supply in residential zones and maximums in the downtown zone. There are no set parking ratios.
<b>Bastrop</b>	9,242	Bastrop Building Block (B3) Code eliminated minimum parking requirements citywide.
<b>Taylor</b>	16,267	The “Taylor Made Land Development Code” eliminated parking mandates citywide for all uses.

Even more cities have taken the intermediate step of eliminating parking minimums in their downtowns, or other areas where transit service is provided and/or more walkability is expected. The following table lists a sample of Texas cities that have eliminated parking minimums in their central business districts.

<b>Table 7: Eliminated Parking Minimums (all uses, CBD)</b>		
<b>City</b>	<b>Population</b>	<b>Notes</b>
<b>Beaumont</b>	115,282	Uses within the CBD are exempt from parking mandates. Parking requirements may be reduced citywide through the provision of increased landscaping.
<b>Brownsville</b>	186,738	New buildings downtown are exempt from parking mandates. Parking requirements may be reduced through on-street parking or bike parking. Parking maximums apply to most uses.
<b>Cleburne</b>	31,352	Properties within the Downtown Core district are exempt from parking mandates. Properties within the Downtown Transition district have reduced parking requirements.
<b>Decatur</b>	6,538	The C-1A Decatur Square Business District is exempt from minimum parking requirements.
<b>El Paso</b>	678,815	The downtown plan area waives parking requirements for all development, regardless of land use.
<b>McGregor</b>	5,338	Development in the CBD is exempt from parking mandates.
<b>Elgin</b>	9,784	Properties located within the Downtown Historic District are exempt from minimum parking or loading zone requirements. Any off-street parking constructed within the boundaries is limited to a maximum of six spaces.
<b>Killeen</b>	153,095	The area bounded by Avenue G, Park Street, Green Avenue, and 12th Street is exempt from parking mandates.

**Table 7: Eliminated Parking Minimums (all uses, CBD)**

City	Population	Notes
Laredo	255,205	Uses located within the CBD and the Arts and Entertainment District are exempt from parking mandates.
Longview	81,638	No minimum parking is required in the CBD.
Lubbock	257,141	Parking and loading space requirements do not apply in a Base Mixed-Use District.
Midland	132,524	CBD is exempt from parking mandates.
Plano	285,494	The BG Downtown Business/Government District is exempt from minimum parking requirements. Maximum parking is set at the number of required off-street parking spaces plus 10%, which may be exceeded if conditions are met. Where minimum required parking is 100 spaces or greater, up to 10% of required parking may be permanently set aside for stormwater quality or quantity improvements. Parking requirements for infill nonresidential uses may have reduced requirements, and a change of use may be exempted after the passage of Zoning Case 2023-027 on January 8, 2024.
San Angelo	101,004	Parking minimums eliminated for CBD.
San Antonio	1,547,253	The Downtown "D" District is exempt from minimum parking requirements.
San Marcos	68,580	Parking reform in the Central Business Area (CBD) exempts all properties from parking requirements except for new multifamily development. If there are five or fewer multifamily units on the property, the owner can request a Conditional Use Permit at PZ to exempt them from the parking requirements.
Texarkana	36,193	The CBD is exempt from parking mandates.
Uvalde	16,001	No parking requirements in the CBD. Parking reduction of 30% is possible for tree preservation.
Waco	138,486	Parking mandates do not apply to the C-4 central commercial district.
Weatherford	33,547	Minimum parking requirements in the CBD were eliminated in 2010. In 2020, Weatherford reduced parking requirements for the majority of non-residential uses and eliminated minimum parking requirements for non-residential uses in a new downtown-adjacent, mixed-use CN Central Neighborhood district.



### Benefits to Eliminating Parking Minimums

There can be many benefits to eliminating minimum parking requirements, including positive impacts on affordability, reduction in impervious surfaces that contribute to heat and runoff, and more efficient use of the fixed supply of land. We generally favor the elimination of required on-site parking minimums. However, whether to take this step in Pflugerville is one that requires outreach to and input from the community.

In undertaking this conversation with the community, it is important to make clear that elimination of parking *requirements* does not mean the elimination of *parking*. Lenders that finance new development have their own set of requirements for provision of parking, without which they do not offer financing. So, even if the land development code no longer specifies how much on-site parking must be provided for new development, parking is still going to be provided. In this sense, UDC requirements are duplicative.

Nevertheless, in recognition of the fact that Pflugerville does not currently have public transportation, and residents necessarily rely on individual car transport, the proposal to eliminate parking requirements may be too drastic a change at this time. There may be defined areas, however, where less parking is required -- particularly Downtown Pflugerville (discussed further below).

For purposes of discussion, this report makes suggestions and recommendations based on the assumption that some extent of off-street parking will continue to be required, with discussion and recommendations based on the current standards.

### Consider Maximum Parking Limits

While it will be important for the community to weigh in on eliminating parking requirements for new development going forward, there is presently a concern about new development providing too much parking, especially for non-residential uses. This is not an uncommon problem -- many communities find that after decades of planning and designing for cars, there is an abundance of existing parking, and requirements for new development are still tied to outdated assumptions that produce more parking than is needed.

Like other communities that face this situation, Pflugerville could consider adopting parking maximums. Currently there is a tiered allowance (10.4.6), whereby if a development opts to provide more than 110% of the minimum, then an alternative landscaping plan or additional landscape area must be provided. Beyond that approach, the City could consider a hard limit of 125% of the minimum, and allowance for more must be accompanied by a parking demand study. Parking demand studies are sometimes also used to allow administrative approval of any request above 110% and up to 125% (or other established limit). Regardless of specific threshold, the current requirement specifying that provision of parking in excess of 110 percent of the requirement must provide landscaping equivalent to 25 percent of the parcel's impervious cover should be carried forward.

### Revisit Minimum On-Site Parking Requirements

Any proposed maximum requirements should also be accompanied by a review and potential lowering the minimum parking requirements. The following table shows the current parking requirements for



*Evaluate whether to  
continue enforcing  
minimum parking ratios.*

common uses that are required by Pflugerville's comparison communities. Cells highlighted red are higher or highest in comparison with other communities, while cells highlighted in green are lower/lowest.<sup>4</sup>

**Table 8: Comparison of Parking Requirements for Common Uses**

<b>Key</b>								
N/A = Use not listed      BR = Bedroom(s)      Sf= square feet								
Requirements are for parking space(s) per gross floor area, unless otherwise indicated.								
Land Use	Pflugerville	Cedar Park	Frisco	Georgetown	Leander	Round Rock	Sugar Land	San Marcos
Accessory dwelling unit	TBD by Director	1	N/A	N/A	1	N/A	None	1
Multi-family	1 BR: 1.5 2 BR: 2 3+ BR: 2.5	1 BR: 1.5 Each Addtl BR: +0.5	1 & 2 BR: 2; Each Addtl. BR: +1	1 BR: 1.5 Each Addtl BR: +0.5	1 BR: 1.5 Each Addtl BR: +0.5	1 BR: 1.5 2 BR: 2 3+ BR: 2.5 [1]	1 BR: 1.5 2+ BR: 2	1.05 / BR
Medical office	1/200 sf	1/200 sf	1/200 sf	1/250 sf	1/200 sf	1/200 sf	1/200 sf	1/250 sf
Office	1/250 sf	1/300 sf	1/350 sf	1/300 sf	1/275 sf	1/250 sf	1/250 sf	1/300 sf
Personal svcs	1/200 sf	1/200 sf	1/100 sf	1/250 sf	1/200 sf	1/250 sf	1/200 sf	1/300 sf
Retail	1/250 sf up to 20K sf; 1/500 sf btw 20K & 50K sf; 1/225 sf retail area over 50K sf	1/250 sf	1/200 sf Big box: 1/250 sf	1/250 sf up to 20K sf, 1/500 sf over 20K sf	1/250 sf	1/250 sf <sup>[2]</sup>	1/200 sf	1/250 sf
Restaurant <sup>5</sup>	1/75 sf, incl outdoor & waiting area	1/100 sf	1/100 sf	1/100 sf + 4	1/100 sf	1/100 sf + same for outdoor area	1/50 sf public area + 1/200 sf other area	1/100 sf incl outdoor, or 1 per 4 seats, whichever less
OTHER POINTS OF COMPARISON								
Bike parking required	Yes	Yes	Yes	No			Yes	Yes

<sup>4</sup> (As part of a comprehensive update, these can be compared also with national examples; however, we have found that the ground is shifting quickly in this area and national examples have little relevance as a rapidly increasing number of communities in a variety of regions are exploring significant cuts to their parking requirements).

<sup>5</sup> Restaurant with a drive-thru should not have additional parking to address the drive-thru.

**Table 8: Comparison of Parking Requirements for Common Uses**

<b>Key</b>								
N/A = Use not listed      BR = Bedroom(s)      Sf= square feet								
Requirements are for parking space(s) per gross floor area, unless otherwise indicated.								
<b>Land Use</b>	<b>Pflugerville</b>	<b>Cedar Park</b>	<b>Frisco</b>	<b>Georgetown</b>	<b>Leander</b>	<b>Round Rock</b>	<b>Sugar Land</b>	<b>San Marcos</b>
<b>Parking Required Downtown?<sup>6</sup></b>	Yes, with some required on-street	N/A	50% less for existing	Not in some areas; reduced for others, except res.	Yes	No, except for MF res.	Allows on-street; requires some structure d	No, except for MF res.
<b>Allowed off-site?</b>	Yes, shared and off-site	Yes		Shared				Yes

**NOTES**

[1] This rate is for Round Rock's MF-2 district (20 dua). The rate for their MFR-1 district (12 dua) is lower, with 1 space for 1 & 2 BR units, and 2 spaces for 3 + BR units.

[2] The rate for large shopping center over 100K sf = 1 / 225 sf gfa

Outside of Downtown, Pflugerville's current parking requirements are mostly aligned with those of peer communities. Among the land development codes used for comparison, San Marcos generally has the lowest requirements for most uses, and is also the most recently updated comparison code. Based on our review of parking requirements for other locations in Texas and elsewhere, we suggest San Marcos is most aligned with contemporary standards for parking requirements. They are generally, though not drastically, a little less than the city currently requires.

Here are some specific examples where reduction may be warranted: A few examples are the requirements for condominiums and attached townhomes to provide

- Guest parking for condominiums and townhomes at a rate equal to 20 percent of all dwelling units is high; guest parking is more commonly required in a range from 5-10 percent.
- One space for every 75 square feet for bars and restaurants is high; one space per 150 square feet is becoming more common (and with less parking function as a disincentive for driving to the bar)
- Industrial parking requirements are frequently more in the range of one space per 1,000 square feet, rather than per 600 or 700 square feet.
- Pflugerville's retail requirements are aligned with most other communities; however, the expansion of e-commerce has reduced in-store shopping, such that these requirements produce large, underutilized parking lots.

<sup>6</sup> Parking for the residential components of downtown projects often have significantly reduced (or no) parking requirements, versus similar uses in other areas outside of downtown. These residents are most apt to benefit from and use car-sharing, transit, and other tools to minimize car ownership/usage.

While each use in the current use table can be reviewed as part of the rewrite, but the general recommendation after initial review is to apply modest reductions to the amount of spaces currently required.

### Encourage Flexibility and Allow Alternatives in Meeting Parking Requirements

There are many ways to build flexibility into the provision of required on-site parking. Tools such as shared parking agreements, allowing on-street parking to count against required minimums, and allowing applicants to submit transportation demand strategies to justify parking reductions are just a few examples. Each of these can take different forms in an ordinance, from broad authorizations to very detailed requirements. In the example of shared parking, McKinney, Texas, is an example of a community that generally allows shared parking as one tool to reduce on-site parking requirements, though the specifics of such arrangements are considered on a case-by-case basis. Arvada, Colorado, on the other hand, has adopted a detailed table of reduction ratios in its code that apply to any proposed shared parking arrangement, as shown below.

Use	Weekday			Weekend	
	Night (12 AM to 6 AM)	Day (6 AM to 6 PM)	Evening (6 PM to 12 AM)	Day (6 AM to 6 PM)	Evening (6 PM to 12 AM)
Residential	0%	40%	10%	20%	10%
Office	95%	0%	90%	90%	95%
Retail / Commercial	95%	30%	10%	0%	30%
Hotel / Motel	20%	20%	0%	30%	0%
Restaurant	90%	50%	0%	30%	0%
Entertainment	90%	60	0%	20%	0%
All Others	0%	0%	0%	0%	0%

*Example of Shared Parking Reduction Table (Arvada, Colorado)*

Pflugerville has allowances for shared parking and off-site parking, though the circumstances where both of these are allowed, and the requirements that apply, could be more flexible. Instead of a combination of uses having to provide the sum of the requirements for all the uses, a reduction could be offered on the cumulative total, recognizing that not every space for every use will be occupied at all times.

Under similar premises, reduction in total requirements can be considered for mixed-use buildings. The city requires some bicycle parking, but in addition to a recommendation for a general increase in the amount provided (see Multimodal Transportation section below), an incentive could be offered that reduces the number of car spaces tied to a defined increase in the number of bicycle spaces. Reductions could also be offered for certified affordable and senior housing developments. The on-street allowance could be expanded beyond Downtown areas. Finally, certain changes of use or building expansions could be exempt from providing additional parking. Different communities apply different thresholds for these exemptions, but a range from 10 to 25% is common. So, a building could expand up to 25% before having to provide any additional parking spaces. Alternately, an increase that requires below a certain number of spaces could be exempt; e.g., if a change of use requires five or fewer new spaces, those spaces do not have to be provided. Certain parameters can be tailored to Pflugerville's needs (exemptions do not apply to nonconforming parking lots), but these kinds of flexibility measures are

good ways to advance towards having the right amount of parking, rather than inflexible requirements that produce too much.

### **Reduce or Eliminate Downtown Parking Requirements**

Pflugerville's downtown is – and should be – treated differently in terms of parking requirements. Currently, standard parking requirements apply regarding the number of spaces, but in the Downtown Core, 50% of the required spaces are to be provided off-site, typically in the right-of-way. This is a good provision, similar to requirements in downtown Round Rock. Round Rock, however, goes further, exempting certain downtown lots and blocks that are part of the original town plat entirely from provision of parking. Aside from these exempt areas, downtown commercial development (C1) may use the right-of-way for providing all required parking. There is a requirement that on-site square footage equal to square footage of on-street parking must be set aside. This requirement may have numerous motivations; however, we recommend against it. The requirement may produce open space on each downtown development site, but given the vague nature of the provision (the property owner shall set aside ...“open, undeveloped, unpaved area”), there appears to be no guarantee that this undeveloped area will either be publicly accessible, or privately useful. It may, however, be counterproductive to a dense, walkable downtown, and likely is an inefficient use of scarce and expensive downtown real estate.

We do recommend, however, an approach that more closely mirrors Round Rock's. We suggest that in the Downtown Core district:

- No parking is required for any non-residential change of use or redevelopment of an existing structure
- No parking is required for new non-residential development, or new development may provide 50 percent of the standard requirement, and all of it may be provided in the improved right-of way within 500 feet of the development
- New non-residential development that wants to provide on-site parking must be alley loaded or structured parking.
- Downtown residential development can be required to provide on-site parking, but at a reduced rate of 1 space per unit for multi-family.
- Downtown development should maximize opportunities to utilize on-street parking that helps the city achieve the desired street cross-sections.
- Consider a fee in-lieu of parking in the downtown to help fund city-provided parking structures.

While these requirements may not apply in the Transitional Compatibility Zone, some permutation of them could also be applied in the South Downtown and Pflugers tracts. As development/redevelopment happens in these areas, parking requirements will be important in shaping how these areas look, and their functionality as dense, walkable centers for the community. Whether standard or reduced minimum requirements are applied in these areas or not, this is an area where strict implementation of maximums for provision of on-site parking could be useful (with exceptions for parking – either structured or surface lots – as a primary use). Any parking provided should continue to be subject to location requirements (i.e., accessed from alleys, only behind buildings), and possibly some form requirements (structured parking), potentially accompanied by incentives for the construction of structured parking (e.g., additional height and/or density).

### **Expand Director Discretion in Determining Industrial and Utility Parking Requirements**

For many uses, it is difficult to determine the proper amount of parking to require, and efforts to assign a fixed number of spaces amount to an arbitrary and often negative outcome. This is true for many



industrial uses, that occupy large spaces, but employ relatively few people – data centers are one such example. Other difficult uses are ones that do not have buildings or have buildings but the presence of staff is sporadic, such as utility sites or outdoor storage sites. Pflugerville’s parking table does have instances where the Director is granted discretion in how many parking spaces must be provided. Truck terminal, as one example among several, allows for “To be determined by Planning Director.” We suggest this be expanded to some of the other industrial and utility uses in the parking table. There are few enough of these uses that a case-by-case review should not be over-burdening, but it would avoid arbitrary provision of excess and underutilized parking spaces. As an addendum to this recommendation, we suggest not using “number of employees per shift” as a metric, as it is both changeable and hard to enforce if estimates are inaccurate. Instead, except as described above where instances of discretion work best, use square footage, fixed seating, or design capacity.

## Recommendations

- Consider parking maximums where any development proposing parking beyond an established threshold could be required to provide a parking study to justify the request
- Revise on-site parking requirements to make modest reductions to requirements
- Encourage flexibility and parking alternatives, such as expanded on-street allowance, reductions for shared lots and enhanced bicycle parking, and exempting certain actions and activities from requirements to provide additional on-site spaces
- Reduce or eliminate downtown parking requirements
- Expand director discretion in reviewing and approving the amount of parking that uses with difficult-to-standardize requirements, such as industrial and utility uses, must provide

## Multimodal Transportation Facilities

*Aspire 2040* emphasizes both the need for complete streets and multimodal transportation options in the community. The City’s extensive trail system is a good start in supporting expanded multimodal transportation opportunities, and can support residents navigating the city my multiple means, including walking, biking, or potentially other “slow mode” means of transport.

However, all bicyclists will tell you that just having a trail or a bike lane isn’t enough: there have to be bike facilities at both origin and destination to make biking as transportation a practical option. That is where updates to the City’s zoning regulations can help achieve the City’s transportation goals.

### Increase bicycle parking requirements<sup>7</sup>

Pflugerville has bicycle parking requirements in the current code in subchapter 10.7, but they are fairly minimal. The UDC update should take the opportunity to increase the number of bike spaces required. Currently, each building or development is required to provide “storage capacity for a minimum of four (4) bicycles” while “commercial sites with buildings exceeding 50,000 square feet” have to provide a minimum of 8 bicycle spaces. Under the current regulations, a 200-unit apartment building would be

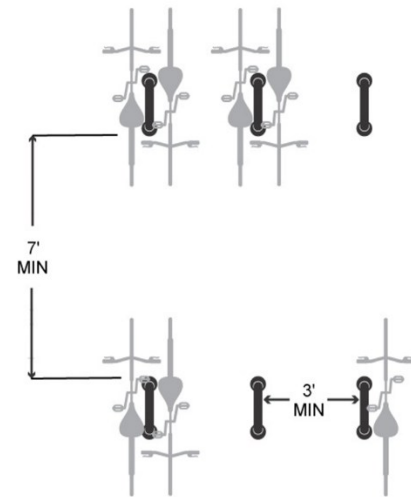
**ASPIRE**  
**PFLUGERVILLE**  
**2040**

*Bike and pedestrian facilities should be designed to serve as part of the transportation system in addition to recreational purposes.*

<sup>7</sup> Some of the recommendations and information in this section are based on the Association of Pedestrian and Bicycle Professionals Bicycle Parking Guidelines. This resource requires payment for access.

able to provide four bicycle spaces, or two short-term racks. Offices, restaurants, grocery stores, gyms – any commercial site less than 50,000 square feet – would be subject to the same requirement. We propose increasing the minimum number of bicycle spaces required to be provided on-site, especially for multi-family uses, and considering adding a distinction between short- and long-term racks.

The table below shows an example of bicycle parking requirements from another community, devised on the basis of recommendations from the Association of Pedestrian and Bicycle Professionals (APBP). This extent of added regulation may be too aggressive a starting point for new requirements in Pflugerville, but at a minimum, more extensive requirements for multi-family development should be considered.



## Add Detail to Bicycle Space Location and Design Standards

The City has good basic standards for proximity of bicycle facilities to building entrances, requirement for separation from vehicle maneuvering areas, separation distance between bicycle parking and adjacent walls or landscaping, design standards that allow bike frames to be secured at two points. Adding illustrations for these standards can be helpful; an example is provided at right. Additional standards to consider include specifying the preferred design

*Example of bicycle space requirements*

Use	Short-Term Parking Spaces	Long-Term Parking Spaces
<b>Residential</b>		
Multi-unit residential development <sup>(1)</sup>	0.05 spaces per bedroom for units without individual private garages; minimum 2 spaces	0.5 spaces per bedroom for units without individual private garages. One e-bike charging outlet shall be provided for each 4 required long-term spaces.
<b>Educational Facilities</b>		
Elementary, middle, or high school	1 space for every 20 students, based on maximum enrollment; minimum 4 spaces	1 space per 20 employees; minimum 2 spaces
Post-secondary educational facility	1 space for every 20 students, based on maximum enrollment; minimum 4 spaces	1 space per 20 employees; minimum 2 spaces
<b>Commercial</b>		
Office	Up to 20,000 sq ft: minimum 4 spaces Over 20,000 sq ft: 1 space per 20,000 sq ft or portion thereof	1 space per 20,000 sq ft; minimum 2 spaces
Personal services	1 space per 5,000 sq ft: minimum 2 spaces Over 20,000 sq ft: 1 space per 20,000 sq ft or portion thereof	1 space per 20,000 sq ft; minimum 2 spaces
Recreation and entertainment	1 space per 2% of maximum capacity; minimum 4 spaces	1 space per 20 employees; minimum 2 spaces
Restaurant, bar, or similar establishment	1 space per 2% of maximum capacity; minimum 2 spaces	1 space per 20,000 sq ft; minimum 2 spaces
Retail	1 space per 5,000 sq ft: minimum 2 spaces Over 20,000 sq ft: 1 space per 20,000 sq ft or portion thereof	1 space per 12,000 sq ft; minimum 2 spaces

of bicycle parking areas (such as a bicycle corral in a parking lot in place of a car space), and requiring a defined connecting path from the bike rack to building entrance, especially if crossing parking areas or drive aisles. It may also be helpful to specify approved designs for racks to be installed, to reduce the possibility of theft from outdoor, unsecured racks.

### **Incentivize Provision of Bicycle Parking through Reduction of Car Spaces**

Many communities choose to allow a reduction in the number of car spaces required in exchange for provision of bicycle facilities beyond the minimum. In many cases, this involves not just the number of bike spaces, but that they be long-term secure spaces. Some locations also have requirements or incentives for providing supportive facilities (showers, changing rooms) as well. For example, Austin amended its code to allow for motor vehicle parking reductions when bicycle parking spaces are provided.

#### **Recommendations**

- Increase bicycle parking requirements
- Differentiate between short- and long-term bicycle parking spaces
- Add detail to bicycle space location and design standards
- Incentivize provision of bicycle parking through reduction of car spaces

## **Landscaping**

There are several positive elements in Pflugerville's current landscaping requirements (Subchapter 11). Many communities strive to adopt standards requiring a certain percentage of development sites to be landscaped, while Pflugerville already has these standards. The three-inch minimum caliper for new trees is also an aspiration for many locations, that much more frequently have to be satisfied with one and one-half to two-inch minimum caliper at time of planting. The City also has requirements for landscaping on single-family lots, which is not altogether common, though most places would like to have such requirements. The parking lot landscaping requirements already comply with what we most often recommend, in terms of frequency of islands, and emphasis on planting trees instead of shrubs or other low cover.

The rewrite is an opportunity to expand on these numerous positive elements that already exist in the landscaping chapter. The recommendations below take into Pflugerville's current requirements in comparison with other nearby communities, along with our experience in many other locations, and propose further improvements that could be made to this section. Ensuring the City's incentive-based program is able to be implemented without a property owner being out of compliance with the ordinance also should be a goal of the update.

### **Revisit Minimum On-Site Landscape Area Percentage Requirements<sup>8</sup>**

A frequent comment during interviews mentioned that the current percentage requirements for on-site landscaping are too high, particularly for multi-family, where in the MF-10 and MF-20, districts, 40 percent of a site must be devoted to landscaping. This high percentage is difficult to accomplish, particularly if combined with lot coverage limits, as in MF-10, and the requirements for on-site parking. These constraints push many projects to pursue approval through an alternative landscaping plan.

While stakeholders specifically mentioned multi-family requirements, in our experience, all the on-site landscaping requirements are higher than we often see in communities that rely on percentages. Table

<sup>8</sup> This section does not include the separate and additional requirements for parking lot landscaping that all comparison communities have.

9 shows a comparison between Pflugerville’s requirements and those of other communities that base landscape requirements on a straight percentage; this includes Cedar Park, Leander, Georgetown, and San Marcos. The percentages in the table apply to the full site, unless otherwise noted as limited to street yard. Street yard requirements are provided subject to the caveat that a 20 percent street yard is likely to be a significantly smaller amount of landscaping than what is produced by 20 percent of a full site. The column “Other Locations” reflects percentages that Clarion often encounters as standard, based on other communities where we have worked.

**Table 9: Comparison of On-Site Landscape Area Percentage Requirements**

	PFG	CP	GTWN	LNDR	SM	Other Locations
Agricultural	30	N/A	N/A	N/A	N/A	N/A
Multi-family residential	15-40	20% of street yard + 20% interior of site	20% of street yard + tree planting reqs.	20	20	15-20
Commercial	15-30	20% of street yard		15	10-15	10-15
Industrial	15			10	10	10

If these requirements – aside from multi-family – cause no issues, there may be no need to adjust them. However, the rewrite provides an opportunity to consider other approaches. One common alternative that is simple to administer is the approach to landscaping that is employed in Sugar Land. Rather than relying on percentages, Sugar Land requires that, for multi-family and non-residential development, “all portions of the ground located in the front yard or the street side yard ... which are not covered by driveways, parking lots, and similar permanent improvements, must be landscaped.” Beyond this basic requirement, there are specifications for number of trees per linear feet of frontage: one per 30 linear feet adjacent to residential development, or one per 50 linear feet when development is not adjacent to residential. In combination with lot coverage or impervious cover limits, this may be a simpler approach to site landscaping.

In light of this information, Pflugerville can consider three approaches to on-site landscaping.

- 1) **Keep the requirements as they are.** This will generally produce a higher quantity of landscaping than comparison communities, but will also lead to the on-going need for staff to process frequent requests for relief from certain higher percentage requirements, particularly multi-family.
- 2) **Reduce the percentage requirements.**  
This could align the requirements more closely with other communities, and may reduce the number of requests for relief from developers. The same amount of staff time would be required for reviewing landscape plans to ensure they comply with the adjusted percentage requirements.
- 3) **Change the approach so that a defined percentage is no longer required.**  
This approach would simply specify that if a portion of the site is not covered with improvements (themselves subject to lot or impervious cover limits), it must be landscaped. This approach can be accompanied by tree planting requirements. While this approach may be simpler to administer than the others, without any further specification of what may be planted, and where, the perceived quality of landscaping provided may decline.

We recommend option 2, which has the advantages of continuing to produce high quality landscaping while relying on a review process that is already in use, while also reducing requests for relief from current standards.

#### ***A Note on Caliper at Time of Planting***

As mentioned above, it is not uncommon to see lower caliper at time of planting than Pflugerville's current minimum of three inches. Four of Pflugerville's comparison communities also require 3-inch minimum caliper, while three require less – two to two and a half inches. No comparison community allows below 2 inches in caliper, and while we do see one-and-a-half-inch caliper in some codes, they are often old ones, or this caliper is allowed only for certified affordable housing projects, to enable the developers to save some money on the design of the project. Staff mentioned a willingness to consider allowing smaller trees to be planted,<sup>9</sup> and while we make no specific recommendation on what the "right" caliper is, this table is provided to enable comparison if considering implementation of that change.

**Table 10: Comparison of Minimum Caliper Requirements**

	Shade Tree	Ornamental	Shrub
<b>Pflugerville</b>	3 in	2 in (Type C, small tree)	3 gallon
<b>Cedar Park</b>	3 in	Not specified	5 gallon
<b>Frisco</b>	3 in	2 in	Not specified
<b>Georgetown<sup>[1]</sup></b>	3 in	15 gallon	1 gallon
<b>Leander</b>	2 in	10 gallon	5 gallon
<b>Round Rock</b>	3 in (large); 2 in (medium)	1 in	Not specified
<b>San Marcos<sup>[2]</sup></b>	2 ½ in, 9.5 – 16 ft tall	2 in, min. 6 ft tall	1 gallon
<b>Sugar Land</b>	2 ½ in, min. 7 ft tall	Not specified	2 ft tall

#### **Notes**

[1] Requirement for 50% of plantings to be low-water varieties.

[2] Single- and two-family may plant 2-inch caliper.

#### **Refocus Landscaping Requirements to Emphasize Tree Planting**

The current standards specify a number of trees and shrubs that must be combined on a site to meet the percentage landscaping requirements. In some instances, such as corridor development and urban multi-family, the ratio of shrubs to trees required is quite high: 8 shrubs per one tree. Given that there are generally greater environmental benefits from mature trees than mature shrubs, the rewrite could seek to redress this ratio by requiring more trees, and less shrubs (or hedges, perennials, or ground cover), in some development contexts. All non-residential development, for example, must provide one tree and four shrubs per a certain square footage. This could instead allow additional trees to be substituted for required shrubs, at a ratio of one additional tree equals two shrubs. If the allowance for the substitution is an option rather than a requirement, it will need to be calibrated so the cost of the substitution is advantageous for tree planting, rather than installing shrubs.

<sup>9</sup> Pflugerville's Forester notes: "Reducing caliper size at planting will have a positive long-term impact on the city. Research shows that smaller trees will catch up with (and sometimes out pace) larger trees and have no difference in size 2-5 years after planting, while using less water to do so. We can do things differently and better than other cities, but, for thought, San Antonio is the only registered Tree City of the World in Texas, their minimum caliper at planting 1.5", and they approved their updated UDC in 2024."



### Support Greater Water Conservation by Updating the Plant List

The General Planting Criteria in subchapter 11.4 begin with the statement “Landscape areas shall be designed to enhance visual interest, encourage native landscapes and biodiversity, reduce soil erosion, and maximize water conservation.” There is considerable emphasis on using native and drought-tolerant plants, but aside from reference to the Drop by Drop program (which has been replaced by Pflourishing Flora – see recommendation below) that offers rebates to homeowners for replacing turf grass, there is not much emphasis in the UDC on water conservation. This emphasis does exist from the standpoint of the water department, which has drought restrictions related to irrigation watering, limited to once or twice a week, depending on stage of drought.

Further, the approved tree list in subchapter 11.11, only prescribes tree species -- no other planting types (shrubs, perennials, vines, other ground cover) are included. Even if adjustments to emphasize tree planting are adopted, not all required plantings will be trees. The rewrite thus presents an opportunity to add information on approved plant types for shrubs, perennials, etc. that not only emphasizes native planting, but also focuses on species with low-water needs, that are both heat- and drought-tolerant, to further support water conservation goals. Finally, the approved plant list should be updated to remove all trees that are considered invasive in Texas (including but not limited to Chinese pistache, golden rain tree, and vitex) and prohibit these species from being planted.

### Amend Irrigation Requirements for Trees

Another way to promote water conservation is to amend the irrigation requirements. Currently, for trees, “a bubble type head system shall be utilized.” Underground drip irrigation could be allowed for new trees, while banning sod and hydro seeding within the critical root zones for existing trees. Additionally, requiring soil moisture sensors or rain shutoff sensor for all new irrigation systems would be helpful.

### Consider City-Wide Reduction in Turf Grass Installation, or Use Incentives to Accomplish

The UDC already does contain specific information about allowance for turf grasses, both in terms of extent of planting permitted, and approved varieties. Such specifications regarding turf grass are becoming more common in our experience, and the fact that Pflugerville already has them in place is positive. There are different limitations for this in the corridor districts versus elsewhere, for both residential and non-residential development. Corridor residential is limited to 7,500 square feet, or two times the foundation footprint, of grass planting, while elsewhere (for residential development after 2016) the limit is 10,000 square feet or 2.5 times the foundation footprint. For non-residential development, the limits are 25 percent of the site in corridor districts, versus 33 percent elsewhere. The city could consider expanding corridor requirements apply city-wide. Alternatively, if this change is too drastic or otherwise impractical to adopt, an opportunity to meet corridor standards outside districts could be part of an incentive program, where the overall percentage of landscaping required could be reduced in exchange for planting less turf grass, or smaller caliper trees could be installed. This same sort of incentive program could be applied not just for installing less turf grass, but also for any developments proposing xeriscape or WaterWise landscape installations.

#### Recommendations

- Reduce on-site landscaping requirements or change approach so a fixed percentage is no longer the requirement
- Refocus landscaping requirements to emphasize tree planting
- Expand approved plant list to emphasize water conservation, and drought- and heat-tolerant plants, by adding information on preferred shrubs, perennials, and grasses
- Remove invasive species from approved tree list, and prohibit the planting of any invasive species.

**Recommendations**

- Update section content to remove references to Drop by Drop program, which has been replaced with Pflourishing Flora
- Allow underground drip systems with moisture sensors for irrigation of trees, in addition to bubblers
- Apply corridor district turf limitations city-wide, or consider incentives programs to accomplish voluntarily

## Tree Preservation

As with landscaping, stakeholder feedback indicated that preserving and expanding the city's tree canopy is the highest priority for changes to this section, subchapter 12. Therefore, these recommendations explore ways to augment tree preservation, along with general recommendations on organization and procedure for the section.

### Consider Applying Tree Preservation Requirements to Single- and Two-family Development

Developed single- and two-family lots are exempt from complying with the standards of the section. It is not uncommon for communities to apply tree preservation requirements to such properties at least in the case of heritage trees, and Texas law permits this for trees that are over "10 inches in diameter at the point on the trunk 4.5 feet above the ground."<sup>10</sup> Additionally, if there is to be a fee for tree removal, there must also be an option to receive credit for mitigation planting on the same site, or on a site mutually agreed by the property owner and the City. The adoption of tree removal regulations can function as a deterrent to removal of heritage trees, but it is often unpopular with property owners. It also can require additional staff training and resources to administer.

### Expand Decision-Making Authority to Include Urban Forester

Decision-making authority is assigned to the Planning Director. This should be expanded to include the Urban Forester as well. In some cases where documentation or certification regarding tree health and viability is being provided to the City, it may be required to be submitted by a certified arborist, as a landscape architect is not trained to make the same determinations and judgments.

### Improve Section Organization

From an administrative perspective, the organization of the section can be improved. Both 12.3 and 12.6 are called "Tree Classifications," while the content of 12.6 is not really related to that topic. Subsection 12.6 discusses Tree Protection Plans, Tree Replacement Plans, and Tree Removal Plans, as applicable, that are required along with development applications. This content should be moved closer to the beginning of the section, perhaps to 12.4, so that references to these plans don't appear before discussion of what they are and when they are required.

### Revise Classifications of Tree Species

We received some specific feedback on the lists of allowed and prohibited tree species. For example, native elms and sycamores should be added to the list of protected species as heritage trees. Remove hackberry, ashe juniper, and cottonwood from the list of exempt trees, or require an inspection to verify if the location of such trees is inappropriate for the tree characteristics and warrants removal. Additional edits may be considered during the drafting process; however, it also may be appropriate to remove the tree lists (and other planting lists) outside of the ordinance. Keeping this information in a separate

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<sup>10</sup> TLGC, §212.905.

administrative manual would make updating it easier, as it would not require City Council approval to accomplish.

#### Recommendations

- Consider applying tree preservation requirements to single- and two-family development
- Improve organization of information in this section
- Expand decision-making authority to include Urban Forester
- Revise classifications of tree species

### Exterior Lighting Standards<sup>11</sup>

This section is relatively modern, and stakeholder interviews indicated that the only recurrent issue with lighting is the perception of glare onto adjacent properties. Otherwise, the standards in subchapter 13 already cover many of the elements we recommend in other locations: shielding for the light source, prohibition of certain lighting types (mercury vapor, etc.), maximum site illumination, exceptions for athletic field lighting, and method of measurement.

If the City wants to take a more proactive approach to lighting regulations (to promote nighttime dark skies, for example), inclusion of the following standards could be considered in the UDC rewrite.

#### Adoption of Lighting Zones

Lighting zones recognize that different development contexts within the community may allow different levels of illumination without creating nuisance to adjacent properties. Commercial and urbanized zones often have the highest illumination allowance, while rural residential allowances are very limited in the extent and brightness of lighting that is appropriate.

#### Consider Applying BUG regulations

BUG regulations address and attempt to mitigate three aspects of lighting that are undesirable: backlight, uplight, and glare. In the illustration at right, U values are uplight, which causes artificial sky glow. B values represent backlight, which creates light trespass onto adjacent sites. F values are forward directed illumination, and produce visually disabling glare. BUG regulations can help enforcement personnel to handle complaints about light trespass across property line. They can be challenging to develop, administer, and interpret, however, particularly for small staffs.



#### Revisit Illumination Allowance

The limitation of 0.5 footcandles (fc) at a residential property line is high compared with other communities, which often limit this to 0.2 fc. Regardless of whether the City chooses to pursue BUG

<sup>11</sup> Some of the recommendations and information in this section are based on the Model Lighting Ordinance produced by the Illuminating Engineering Society and the International Dark Sky Alliance. This resource requires payment for access.

regulations, we would recommend lowering the allowable fc at the shared property line to minimize complaints of glare from lighting on adjacent properties, especially for adjacent residential properties.

## Specify exemptions from lighting regulations

Most communities include in their lighting section specific exemptions for lighting types that do not have to comply with the standards of the section. These typically include holiday and other decorative lighting, or emergency lighting. Often, given the unique nature of lighting for sports fields or other outdoor entertainment venues, there are exemptions or regulations specific to these uses, such as Pflugerville already has.

### Recommendations:

- Adopt lighting zones
- Consider applying BUG regulations
- Revisit illumination allowance
- Specify exemptions from lighting regulations

## Public Parkland and Open Space

Pflugerville is known as a community with abundant access to excellent parks and open space. According to the City's Parkland Development Manual, "the City has 19.87 acres of parkland per 1,000 people, which is slightly above the national standard at 10.5 acres per 1,000 people."

While the amount of parkland is commendable, there are opportunities to fine-tune the overall parkland program to ensure the City continues to have the ability to obtain, develop, and maintain a wide variety of recreational amenities that support the needs of a rapidly growing community.

During the kick-off interviews, stakeholders expressed pride in Pflugerville's trail system, and a desire to keep expanding that system and improving connections, which is supported both by *Aspire 2040*, and the 2023 Parks Master Plan. Yet some concerns were also expressed during the interviews. For example, some questioned the recreational capacity of dedicated land in some cases. Both residents and staff have questions about the City's ability to provide and maintain ever-increasing expanses of land as more development occurs and more land is dedicated.



While this section makes recommendations aimed at implementing these changes in the UDC, we also note that there are already some good features in the section. Few communities have a parkland development fee – though many would like to! – but Pflugerville already does (the communities represented in the table below are an unusual sample, in the number that do have a parkland development fee). Like Pflugerville, few Texas communities have parkland or open space requirements

for non-residential development, though implementation of regulations to support this is becoming more common. In this sense, if it is an option the City chooses to pursue, Pflugerville will not be the only place in Texas where this would now be required.

The table below shows parkland dedication requirements in Pflugerville's comparison communities.

Table 11: Comparison of Park Land Dedication Requirements	
Comparable Cities	Parks Requirements
Pflugerville	<p><b>Residential dedication:</b></p> $6.6 \times (\text{Number of Units}) \times (\text{Persons Per Unit}) = \text{Acres to be dedicated} / 1000$ <p><b>Non-residential:</b> No requirement.</p> <p><b>Fee-in-lieu:</b> \$43,560 per acre of land required</p> <p><b>Development fee</b> = Yes, based on density and anticipated persons per unit, ranging from \$496 - \$745 per dwelling unit.</p>
Georgetown	<p><b>Residential dedication:</b> 1 acre for every 80 SFD; 1 acre for every 110 MF units</p> <p><b>Non-residential:</b> No requirement</p> <p><b>Fee-in-lieu:</b> \$650 per SFD, \$475 MF</p> <p><b>Parkland development fee:</b> Equal to \$1k per SFD and \$750 per MF.</p>
Leander	<p><b>Residential dedication:</b> 3.50 acres per each addtl 100 du.</p> <p><b>Non-residential:</b> No requirement.</p> <p><b>Fee-in-lieu:</b> \$1,050 per DU.</p> <p><b>Development fee</b> = \$400 per DU.</p>
Round Rock	<p><b>Residential dedication:</b> % of acreage of subdivision (8% for SFD, up to 20% for MF high density)</p> <p><b>Non-residential:</b> Parkland fee required; amount not specified</p>
San Marcos	<p><b>Residential dedication:</b> # of units X ppl per unit, then 5.7 acres X (population/1000)</p> <p>Dense areas do 5% of total lot area</p> <p><b>Non-residential:</b> No requirement.</p> <p><b>Fee-in-lieu:</b> cost for 1 acre of land w/in development area X amount required</p> <p><b>Development fee</b> = Required according to the following calculation:  Park Development Cost per Unit = Park Development Cost Factor divided by Park facilities level of service  (The cost factor is set by City Council "based on the current construction costs of a neighborhood park.")</p>

### Revise Fee-in-lieu Rate

We heard numerous mentions that the current fee-in-lieu rate of \$43,560 per acre is too low and should be revised. When a parks fee is set at a fixed rate in the ordinance, it inevitably becomes outdated as the cost of land within the municipality increases, either slowly over time, or quickly when growth happens in an accelerated manner as Pflugerville has seen.

While it is possible to set a requirement that the rate will be reviewed and updated in the ordinance on a regular schedule (most often annually), there are other, more flexible approaches to be considered that may also serve to keep fee-in-lieu levels more current with land costs. For example, in San Marcos, "cash fee in lieu of parkland dedication shall be based on the fair market value determined by an



appraisal of one acre of land within the tract being developed, multiplied by the number of acres required for dedication.” Adopting this method is intended to ensure that the fee is tied to and proportionate in value to land value. This seems less arbitrary than a fixed value, which would be too high for less valuable land, and too low for more valuable land. Plus, the value “updates automatically,” without the need for regular ordinance amendment. Another approach might be to use appraisal district value, but set a minimum value regardless of appraisal value based on the standard value of nearby properties.

### **Improve Criteria for Parkland that Will be Accepted**

The UDC should provide greater clarity on the types of land that is accepted for parkland dedication. Current rules limit the ability of parks staff to advise on the acceptability of proposed dedications in some instances. There is no option to reject dedication of certain land, which has the Parks Department responsible for ever greater acreage, some of which is not suitable for parkland. The rewrite should provide the Parks Department with better criteria to establish characteristics of land that would be accepted (e.g., contiguity, presence of natural features), expand the possibility of rejecting unsuitable land, and allow the negotiation of alternatives instead of just accepting fee-in-lieu. This could focus on when and where a development could dedicate trail connections, and possibly new trails. This possibility has an advantage of supporting multiple plan goals, including connectivity, pedestrian mobility, and expansion of trail system. While some of these tools may already exist, the updated Parks master plan provides an opportunity to revisit, clarify, and strengthen these tools moving forward.

### **Consider Common Open Space Set-Asides, in Addition to Public Parkland Dedication**

Many communities across Texas and the nation treat open space as more than recreation land for subdivision residents. Instead, they treat open space as an essential element of any development—whether residential or nonresidential. Their development regulations require all new development, even in mixed-use and urban areas, to set aside a specific percentage of the development site as private common open space that ensures a minimum level of “green” area that could be used to manage stormwater runoff; provide active or passive recreational opportunities; add visual interest; provide shading; or create courtyards, plazas, or other gathering places and urban amenities.

We recommend that such open space set-aside standards be added to the new UDO to supplement the current recreation area dedication requirements for residential subdivisions. Such standards would include one or more percentage set-aside standards that would typically vary by use classification and possibly zoning district. Typically, set-asides are subject to the same types of criteria as are noted for parkland dedications above, though they apply in a broader array of contexts and allow a more flexible menu of features to count toward the requirement.

#### **Recommendations:**

- Consider alternative approaches to revise fee-in-lieu from fixed rate
- Improve criteria for parkland that will be accepted
- Consider establishing a common open space set-aside requirement

## Improve Subdivision Design & Connectivity Standards

Subdivision design standards are currently the last subsection in the Subdivision Process subchapter 15. The following section in this report, Procedures, discusses recommendations specifically for subdivision procedures. In this section, we make recommendations on organizations and the standards themselves.

### Create a separate code section for subdivision standards

Currently, subdivision design standards are subsection 15.16, at the end of a long list of procedural information. At the least, we would suggest that content on how a subdivision must be designed should come before information on how to submit a subdivision plat. However, given the length of the procedural information, and that there is a full code section devoted to procedures, the better recommendation that we offer here is that all subdivision design information should be its own subchapter, separate from procedural information, which should instead be combined into subchapter 3, Procedures. (More information on this recommendation is included in the Procedures section on this report below.)

### Revisit block length standards to improve connectivity

The Transportation and Mobility chapter in *Aspire 2040* emphasizes the need for an interconnected transportation system, where sidewalks, trails, and bicycle facilities are not just used for recreation, but are part of the transportation system. While this report discusses bicycle facilities above, this section considers how block length is tied to connectivity and walkability. Pflugerville's current subdivision standards allow for a range of block lengths depending on street classification, as shown below.

**Table 12: Minimum and Maximum Street Length between Intersections**

Street classification	Minimum length (in ft)	Maximum length (in ft)
Major arterial	1,000	5,000
Minor arterial	1,000	5,000
Collector	500	2,500
Minor collector	150	1,200
Local	150	1,200
Industrial	300	1,200

While these distances may be fine along major autocentric thoroughfares, block lengths of 1,200 to 2,500 feet are not especially pedestrian-friendly, particularly alongside busier roads like collectors. The requirement for a midblock connector on a block of 1,000 feet or longer, described in 15.16.6.C (Blocks) is helpful, and likely adequate in commercial areas. Such connections are useful for pedestrian mobility in residential areas, but does not go as far in supporting overall connectivity goals as a street requirement would do.

There are many ways to improve connectivity and potentially enhance walkability. The simplest is to maintain block length tied to street classification, but require shorter distances between intersections. In many communities, 600 feet is the maximum allowed length between intersections on local and minor collector roads, while collectors range from 800 feet to 1,200 feet. In some places, these lengths are tied to zoning district classifications, with shorter blocks required in residential and mixed use zones, while higher-intensity commercial and industrial zones are permitted no limit. Another alternative is the use of a connectivity ratio, where a certain number of connections are required between links (street lengths) and nodes (intersections). While effective, this method of street regulation is likely the most complicated to administer, and confusing to those who are unfamiliar with it. We can work with the City to determine if changes are required, and what form those changes should take.

A final note on connectivity is that many communities that seek to improve their connectivity no longer allow cul-de-sacs, unless there is a topographical impediment to a future street connection. Pflugerville has no such limitation in the current code, but may consider adopting them in support of 10-minute neighborhoods and better connectivity overall.

**Recommendations:**

- Create a separate section for Subdivision Standards and relocate platting information to the Procedures chapter
- Revisit maximum block length between intersections to improve connectivity

# BEYOND PLAN IMPLEMENTATION

## Organization and User-Friendliness Options

The sections that follow consider possible changes to the current organization and layout of Pflugerville’s UDC. Making these changes could improve user-friendliness of the code. However, since they do not directly support or impact the goals and action items described in *Aspire 2040*, they are listed separately here. These can be considered as optional recommendations.

## Consolidate and Reformat District Information

The current code is structured so that a user might need to look in four sections to get a full picture of information pertinent to a given zoning district: Districts Defined (4.2.1), Land Use Table (4.2.2), Land Use Conditions (4.2.3), and Development Regulations (4.2.4). Table 4.2.4A describes the dimensional standards for Pflugerville’s agricultural, single- and two-family districts. While this table is useful in allowing comparison of standards across districts, it can also be very helpful for users to have a “one-stop” location to find information on a particular district. An example is shown below.

The new code could include such district-specific pages, in addition to the summary tables. As shown here, each district page would have the purpose statement, dimensional standards (e.g.,

### 2.4.6 LI – Light Industrial District

**A. Purpose**

The LI – Light industrial district is intended for light manufacturing operations, conducted entirely within enclosed structures. Activities in this district may include assembling and fabrication activities, distribution, warehousing and storage, research and development, and wholesaling and service operations that do not typically depend upon frequent customer or client visits. There is no minimum lot area for this district. Such uses generally require accessibility to major thoroughfares, major highways, and/or other means of transportation.

**B. Dimensional Standards**

**Table 2-24: LI – Light Industrial District Dimensional Standards**

Lot Dimensions (minimum)		Other Key Standards	
	Lot area (sq ft)	Measurements and Exceptions	\$2.8
<b>A</b>	Lot width (ft)	Table of Allowed Uses	\$3.2
		Use-Specific Standards	\$3.3
		Landscaping and Screening	\$4.2
		Vehicle Parking and Loading	\$4.6
		Residential Adjacency	\$4.3
		Architecture and Building Design Standards	\$4.4
Building Setbacks (minimum)			
<b>B</b>	Front (ft)		
<b>C</b>	Rear (ft)		
<b>D</b>	Side (ft)		
Height (maximum)			
<b>E</b>	Building height (ft)		

Sample Zoning District Page with Illustration and Dimensional Table

minimum/maximum setbacks and building height), links to other relevant standards such as parking and landscaping requirements, and an illustration that shows an example of representative development for that district.

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## Update District Purpose Statements

All current districts are defined with a descriptive purpose statement. Particularly if some of the preceding recommendations regarding changes to the districts are incorporated, these purpose statements should be updated as part of the rewrite. In addition to describing the intended general character of development a district is designed for, the purpose statement can include information from the plan about where such districts are desired, the type of transportation access that would best serve such development, and allowed building types, as applicable.

Many current district definition statements rely on undefined terms; for example, residential districts refer to “low density” and “suburban housing types,” both of which are undefined. Chapter 3 of the *Aspire 2040* provides context that helps to illustrate some residential development types, and this material should be used to help update the code district purpose statements.

Any regulatory standards should be removed from purpose statements and relocated into the main body of the code. For example, the Office district purpose specifies a limit of 10,000 square feet of floor area and limits height to one or two stories; the numeric standards should be relocated.

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## Create a Consolidated Table of Allowed Uses

The current Pflugerville code includes multiple land use tables, each associated with a related slate of zoning districts. While the lists of allowed uses are mostly consistent across the tables, there are some notable differences. The Corridor districts, for example, include some types of residential development (cottage court, cottage row) that are not listed in the Residential districts. The corridor districts also describe different scales of multi-family development (neighborhood, suburban, and urban) that are not mentioned among Residential districts. These differences may be intentional – for example, cottage court is not mentioned among residential districts because it is not permitted there – or the difference could just arise from more recent updates to Corridor districts.



In either event, to enhance both consistency and ease of use, we suggest replacing the separate tables with a single consolidated table of allowed uses. For code users, this would allow a quick comparison of allowed uses across all districts. For staff and City officials, this would reduce the possibility for inconsistency and be easier to maintain (updates could occur in one table versus several). Below is an excerpt from a consolidated use table from another Texas community.

Article 2: Zoning Regulations  
205 Use Regulations

## 5. Table of Uses

**Table 2-26: Table of Uses**

**NOTE: See Appendix 2B: MTC – McKinney Town Center for MTC use table.**

Use Definition & Standards	Use Definition & Standards	SINGLE-FAMILY RESIDENTIAL						MULTI-FAMILY RESIDENTIAL				NON-RESIDENTIAL					INDUS-TRIAL		OTHER			
		R43	R12	R8	R6	R5	TR1.8	FR	MR	MF30	MHR	C1	C2	C3	O1	O2	I1	I2	GC	AG	AP	
<p>P = Permitted use C = Addtl use-specific criteria Blank cell = Prohibited use S = Specific Use Permit required A = Accessory use T = Temporary use</p>																						
<b>Residential Uses</b>																						
Single-family detached	205D.1	P	P	P	P	P			P											P		
Single-family attached	205D.2						P		P													
Duplex	205D.3						P		P													
Triplex	205D.4						P		P													
Quadplex	205D.5						P		P													
Manufactured home	205D.6										C											
Multi-family, cottage	205D.7							C	C	C												
Multi-family, traditional	205D.8							S	P	P												
Independent living	205D.9							S	P	P		S	S	S	S	S						
<b>Group Living</b>																						
Assisted living facility	205E.1						S	P	P	P		P	P	P	S	S						
Community care home	205E.2	C	C	C	C	C	C	C	C	C	C											
Community care facility	205E.3											S	P	P			P	P				
Community transition facility	205E.4																S	P				
Crisis support home	205E.5	C	C	C	C	C	C	C	C	C												
Crisis support facility	205E.6													C			P	P				
Displacement shelter	205E.7													S			S	P				

McKinney, Texas – Development Code  
Consolidated Draft – October 2022 ADOPTION DRAFT

100

Sample Page from a Consolidated Use Table

In this table, to the immediate right of each use is a column that contains a live cross-reference link to any use-specific standards that are associated with that use. This could be employed for the uses in Pflugerville that are currently classified as “C” or “S,” with the link taking a user straight to the applicable standards, eliminating the current need for scrolling across multiple pages to locate the applicable standards.

**Recommendation: All Districts**

- Consolidate district information so that each district has a page describing all information relevant to that district, including illustrations
- Update district purpose statements
- Create a consolidated use table

## Procedures

Development regulations should clearly describe the procedures by which new development applications are accepted, considered, and acted upon by local officials. A well-written code makes it easy for staff, the development community, residents, and local officials to know exactly what is required for project approval and helps ensure consistent administration over time. While Pflugerville's current procedures contain many elements that we recommend when reviewing procedural sections, there are still changes and updates that can make this section easier to navigate.

### Create a Summary Table of Review Procedures

Pflugerville's current code contains several very helpful tables that convey information on various components of the application process: Applicability of Procedures table showing which procedures apply in the ETJ versus the City; Table of Notice showing what forms of notice are required by application type; a Mailed Notice table with indication of the notification radius; and a Summary of Required Public Hearings. We suggest combining this information into a single summary table of review procedures, so an applicant can see the majority of applicable requirements, all located in one place. While not every piece of the information conveyed in the separate tables can be contained in a single, consolidated table, much of it can, as demonstrated by the sample summary table of review procedures shown below.

**Table 30.06-1: Summary Table of Review Procedures**

KEY: R= Review and Recommendation D= Review and Decision [brackets]= Public Hearing ✓= required										
Procedure	Reference	Pre-Submittal Conf.	Notice <sup>[1]</sup>				Review and Decision-Making Bodies			
			Newspaper	Mailed	Posted	Sign	Dept. and/or Agency Staff	Town Boards	Commission <sup>[2]</sup>	Board
PLAN AND ORDINANCE AMENDMENTS										
Master Plan Amendment	\$30.06.04A	✓ <sup>[3]</sup>	✓	✓	✓		R	R	[D]	[D]
Rezone (Zone Change)	\$30.06.04B	✓ <sup>[3]</sup>	✓	✓	✓	✓	R	R	[R]	[D]
Title 30 Text Amendment	\$30.06.04C				✓		R	R	[R]	[D]
APPLICATION TYPES										
Admin. Design Review	\$30.06.05A						D			
Design Review	\$30.06.05B	✓ <sup>[3]</sup>		✓	✓		R	R	[R]/[D]	[D]
Planned Unit Development (PUD)	\$30.06.05C	✓ <sup>[3]</sup>		✓	✓		R	R	[R]	[D]
Special Use Permit	\$30.06.05D	✓ <sup>[3]</sup>	✓ <sup>[3]</sup>	✓	✓	✓ <sup>[3]</sup>	R	R	[R]/[D]	[D]
Concept Specific Plan	\$30.06.05E	✓		✓	✓	✓	R	R	[R]	[D]
Specific Plan	\$30.06.05F			✓	✓	✓	R	R	[R]	[D]
Temporary Use	\$30.06.05G						D			
FLEXIBILITY AND RELIEF										
Admin. Extension of Time	\$30.06.06A						D			
Extension of Time	\$30.06.06B			✓	✓		R	R	[D]	[D]
Minor Deviation	\$30.06.06C						D			
Variance	\$30.06.06D			✓	✓		R	R	[R]/[D]	[D]
Waiver of Conditions	\$30.06.06E			✓ <sup>[3]</sup>	✓		R	R	[D]	[D]
Waiver of Development Standards	\$30.06.06F			✓	✓		R	R	[R]/[D]	[D]
SIGN PROCEDURES										
Sign Design Review	\$30.06.07A			✓	✓		R		[D]	[D]
Administrative Sign Design Review	\$30.06.07B						D			
OTHER APPLICATIONS										
Annexation	\$30.06.08A			✓	✓		R	R		D

*Sample Summary Table of Review Procedures*

**Expand Common Review Elements**

Pflugerville has a code section of common review elements, or steps of an application procedure that apply regardless of the application type. The existing structure of information is an excellent basis to build on, but does not encompass all of the steps that are common to an application procedure. We suggest the following recommended edits and additions to the section.

***Pre-application conference***

Carry forward this section.

***Application forms and fees***

This section describes more than the title suggests, including application submittal, completeness check, and staff review. It also describes circumstances when an expedited review is permitted. This should be carried forward, but renamed to describe the action steps it encompasses, perhaps Application Submittal and Acceptance, or Application Submittal and Completeness Check.

***Staff review and action***

Some content in this section would be new, though information on staff review and expedited review likely could be relocated here. The section would also cover:

- 1) Distribution of the application to City staff, review committees, and/or applicable outside agencies such as utilities, for review and comment as to its compliance with applicable regulations.
- 2) Collection, consolidation, and finalization of staff review comments.
- 3) Transmittal of review comments to the applicant with an invitation to revise the application.
- 4) Applicant preparation and submittal of a revised application.
- 5) Acceptance and staff review of and comments on the revised application.
- 6) Either a final decision by staff or a staff report and recommendation to forward to an advisory board and/or decision-making board.

***Public hearing scheduling and notice***

Currently, Public hearing and Notice is a separate subsection (3.3) from common review procedures. Since this is a common part of review procedures, it can be combined.

***Decision-making body review***

This new section would give more detail on review and recommendation, or review and decision, at public hearings. It generally covers the options of approval, approval with conditions, or denial, and includes any criteria for approval that apply to all decisions (for example, compliance with Comprehensive Plan, compliance with all provisions of zoning and other applicable ordinances).

***Post-decision actions and limitations***

This section would be new, although some of the information in subsection 3.18 regarding Permits, Projects, and Vested Rights would belong here. This section describes:

- 1) Notice of the final decision to the applicant (and other interested parties).
- 2) How the applicant or affected parties may appeal the final decision.
- 3) Procedures for amending an approved applications, ideally distinguishing between minor and major amendments (the latter being required to restart the approval process).

- 4) Approval expiration—i.e., how long an application approval is valid as authorization to start development or apply for subsequent development permits and approvals, and how that time period might be extended (e.g., approval valid for one year, with up to two one-year extensions).
- 5) Limitations on subsequent submittal of applications for the same or similar development proposal (to avoid attempts to wear down the City until the proposal is approved).

**Consolidate Subdivision Procedures with Development Review Procedures**

Currently, Subdivision procedures are described in that Subchapter of the Ordinance, in Subchapters 15.3 and 15.4. Those sections, however, describe a partial process, and then refer code users to Chapter 2 for the steps of the review that occur after the Development Review Committee (DRC). Given the brevity of process description in Subchapter 15, it may be more convenient to combine platting procedures with development procedure information, since many of the same steps apply, and would then not need to be repeated in two separate sections of the code.

**Ensure subdivision procedures comply with recent changes to state law**

Pursuant to adoption of Texas H.B. 3699, many Texas communities are updating their subdivision procedures to ensure they can comply with the law. And while the bill does not mandate administrative decisions for subdivision review, the 30-day shot clock from time of filing has had the effect of making administrative review and approval necessary. As described in the code, Pflugerville’s current procedure involves three steps: staff review, Development Review Committee, and then Planning Commission approval. Is it possible to accomplish these steps within the 30-day timeframe? Since subdivisions cannot be denied except for non-compliance with applicable regulations, and since staff are already conducting review to ensure such compliance, we suggest considering administrative approvals for plats that allow them.

Recommendations:
<ul style="list-style-type: none"><li>- Create a Summary Table of Review Procedures</li><li>- Expand Common Review Elements to describe procedures from start to finish</li><li>- Consolidate Subdivision Procedures with Development Review Procedures</li><li>- Ensure that subdivision procedures comply with recent changes to state law</li></ul>

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# SOURCES AND APPENDIX MATERIALS

## Comparison Cities Land Development Codes

1. Austin, TX  
[https://library.municode.com/tx/austin/codes/land\\_development\\_code?nodeId=TIT25LADE](https://library.municode.com/tx/austin/codes/land_development_code?nodeId=TIT25LADE)
2. Cedar Park, TX  
<https://ecode360.com/38611668#38611668>
3. Frisco, TX  
<https://ecode360.com/45143963#45144918>
4. Georgetown, TX  
[https://library.municode.com/tx/georgetown/codes/unified\\_development\\_code](https://library.municode.com/tx/georgetown/codes/unified_development_code)
5. Leander, TX  
[https://library.municode.com/tx/leander/codes/code\\_of\\_ordinances](https://library.municode.com/tx/leander/codes/code_of_ordinances)
6. Round Rock, TX  
[https://library.municode.com/tx/round\\_rock/codes/code\\_of\\_ordinances?nodeId=PTIIIZODECO](https://library.municode.com/tx/round_rock/codes/code_of_ordinances?nodeId=PTIIIZODECO)
7. San Marcos, TX  
<https://user-3vpeqil.cld.bz/San-Marcos-Development-Code-Effective-10-17-23/7/>
8. Sugar Land, TX  
[https://library.municode.com/tx/sugar\\_land/codes/land\\_development\\_code?nodeId=CISULATEDECO](https://library.municode.com/tx/sugar_land/codes/land_development_code?nodeId=CISULATEDECO)
9. McKinney Flex Residential District  
<https://www.mckinneytexas.org/DocumentCenter/View/33728/Unified-Development-Code-06042024?bidId=#page=20>
10. Illuminating Engineering Society & International Dark Sky Alliance Model Lighting Ordinance  
<https://store.ies.org/product/ida-ies-mlo-11-model-lighting-ordinance-mlo-with-users-guide/?v=0b3b97fa6688>
11. Association of Pedestrian & Bicycle Professionals Bicycle Parking Guidelines  
<https://apbp.memberclicks.net/bicycle-parking-solutions>