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**SUBJ: ZONING TEXT AMENDMENTS PROCESS STREAMLINING****Summary:**

One of the key functions of the Planning, Building and Development Department is the administration and management of the Unified Development Ordinance. In the provision of this responsibility, there is a recurring and frequent need to amend the ordinance text for purposes of relevancy, clarification, and improvement of regulatory flexibility and effectiveness. PBD Staff is exploring ways to increase efficiency within individual stages of the zoning text amendment process while preserving the overall sequence, which is determined by Il statute.

There are six key stages in the text amendment sequence, which are:

1. Staff Engagement/Drafting process
2. Committee Initiation of ZBA hearing process
3. County Board passes resolution directing the ZBA to hold a public hearing
4. ZBA hearing process
5. PBZE formal review and recommendation
6. County Board final action

Staff is recommending change at the committee level within the first stage (staff engagement/drafting) to improve efficiency in the process without sacrificing transparency and input. This recommendation is based on some recently adopted ‘fast-tracked’ amendments. In these instances, initiation of the ZBA process was concurrent with committee consensus on the general direction and approval of high-level amendment summary, which greatly improved the speed of the overall amendment timeline.

**Next Steps:**

Following PBZE Committee discussion, PB&D staff will seek direction on next steps regarding the streamlining of the zoning text amendment process.