

## 2.102 Urban Design Commission

### A. Creation and Appointment

There is hereby created an Urban Design Commission for the purpose of:

1. Recommending the designation of Design Districts;
2. Reviewing and approving stealth communication towers as well as antennas that are surface mounted on enclosed buildings and structures;
3. Reviewing and recommending to the City Council the approval or modification of proposed design guidelines for Design Districts, except those districts where a separate design review board is established by the City Council;
4. Reviewing and approving projects in Design Districts for compliance with design guidelines, except those districts where a separate design review board is established by the City Council; and
5. Reviewing and approving design standards for other projects as directed by the City Council.
6. Reviewing and approving appeals from the requirements of Section 6.302 "Urban Forestry".

### B. Members

The Urban Design Commission shall consist of nine (9) qualified electors of the City. The City Council will consider for appointment to the Commission as members only those persons who have demonstrated their civic interest, general knowledge of the community, independent judgment, and availability to prepare for and attend meetings. At least six (6) of the nine appointees shall be practicing professionals from the fields of architecture, landscape architecture, urban design or planning, real estate or law. At least one (1) of the nine (9) appointees shall be a practicing or retired professional in the field of history, architectural history, or other discipline related to historic preservation. Appointees should be knowledgeable about fundamental principles of urban design and at least one member should possess or have knowledge of urban forestry principles. The members of the Commission shall regularly attend meetings and public hearings of the Commission and shall serve without compensation, except for reimbursement for authorized expenses attendant to the performance of their duties. (Ord. No. 18615B, Eff. 05/19/09; 22109, 03/01/16)

### C. Terms of Office

Place numbers one through nine shall identify the nine members of the Urban Design Commission. The odd-numbered places shall expire on October 1 of each odd-numbered year and even-numbered places shall expire October 1 of each even-numbered year. Members may be appointed to succeed themselves. Vacancies shall be filled for unexpired terms but no member shall be appointed for a term in excess of two years.

### D. Quorum

Five voting members of the Urban Design Commission shall constitute a quorum. A motion to approve any matter before the Commission shall require the affirmative vote of five voting members of the Commission. (Ord. No. 20084, Eff. 03/20/12)

### E. Powers and Duties

#### 1. Nomination and Designation of Design Districts:

- a. The Urban Design Commission (UDC) may nominate Design Districts. Nomination by the Urban Design Commission shall be in the form of a resolution requesting that the Planning and Development Department submit the nomination to the Zoning Commission for consideration. The Urban Design Commission shall not consider a nomination for a Design District until standards and guidelines have been submitted for review.
- b. Applications and the procedure for designation of a Design District shall follow the procedures outlined in Chapter 3, Article 5, "Text or Map Amendment," except that written notice shall be provided as outlined in F. below. No Design District shall be approved by the City Council as a Design District without a recommendation from the Urban Design Commission on the proposed guidelines for the district.

- c. Upon designation of an area as a Design District by the City Council, the designation indicating the boundaries of the district shall be adopted as an exhibit to the Zoning Ordinance. Design Districts are overlay zoning districts or base districts within the UDC or a district-specific body appointed by the City Council, has design review authority, as described in Section E.2.
  - 2. **Design Standards and Guidelines and Certificate of Appropriateness:** In order to enhance the character of the districts, encourage economic development and protect property values, the Urban Design Commission or the district-specific body shall:
    - a. Review and recommend to the City Council the approval or modification of proposed design standards and guidelines for designated design; and
    - b. Review and approve, modify, or reject an application for a Certificate of Appropriateness for new construction and renovations for compliance with the adopted design standards and/or guidelines for designated Design Districts.
  - 3. **Design Standards and Guidelines Directed by City Council:** In order to protect and enhance the character of the districts, encourage economic development and protect property values, the Urban Design Commission shall review and approve, modify, or reject design standards for other applications as directed by the City Council.
- F. Notice**
- 1. **Design Districts:** Written notice of any application before the Urban Design Commission for the nomination of any urban design district shall be given at least ten (10) days prior to any meeting to the owner or owners of the property within the district, as such ownership appears on the last approved ad valorem tax roll. Such notice may be served by depositing the same, properly addressed and postage paid, in the United States mail.

**G. Appeal**

Any aggrieved person or entity may appeal any decision of the Urban Design Commission, other than the nomination of an area as Conservation District or Urban Design District (which is a recommendation to the zoning Commission) to the Appeals Board. A written notice of appeal must be filed with the City Secretary within ten days after receipt of notification of the Commission's decision. The Appeals Board shall schedule a hearing on such appeal within 30 days after receipt of the notice of appeal, or as soon thereafter as reasonably practicable. The Appeals Board may uphold, reverse, or modify the Commission's decision.  
(Ord. No. 13896, Eff. 10/12/99; Ord. No. 15284, 10/08/02; Ord. No. 16039, 06/13/04; Ord. No. 17522, 04/24/07; Ord. No. 17844, 10/16/07; Ord. No. 18900, 11/03/09; Ord. No. 20084, 03/20/12; Ord. No. 20158, 04/23/12)

## 2.103 Historic and Cultural Landmarks Commission

**A. Creation and Appointment**

- 1. There is hereby created the Historic and Cultural Landmarks Commission to be composed of nine members who are qualified electors of the City of Fort Worth.
- 2. The City Council shall appoint representatives who have demonstrated their civic interest, general knowledge of the community, independent judgment and availability to prepare for and attend meetings. Whenever feasible, five appointees should be practicing professionals from the fields of architecture, landscape architecture, history, architectural history, urban planning, archeology, real estate, law, or other disciplines related to historic preservation. The Planning and Development Director and the Building Official shall be ex officio, nonvoting members of the Historic and Cultural Landmarks Commission.
- 3. All Historic and Cultural Landmarks Commission members, regardless of background, shall have a known and demonstrated interest, competence or knowledge in historic preservation and planning within the City of Fort Worth.
- 4. As nearly as is reasonably possible, the Historic and Cultural Landmarks Commission members as a whole shall fairly represent the ethnic makeup of the City of Fort Worth.