



ADDISON, TEXAS

UNIFIED DEVELOPMENT CODE

Adoption Draft
March 25, 2025

TEAM MEMBERS

Matt Goebel, AICP

Clarion - Project Manager
Code Drafting

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Clarion - Project Associate
Code Drafting

Jim Dougherty, Esq.

Texas Land-use Law Expert

Town Staff

Project led by Development Services

Unified Development Code Advisory Committee

Appointed Residents (8) & Business Representatives (4)



PROJECT SCOPE & TIMELINE



ADOPTION TIMELINE

- ***January 29, 2025: P&Z Work Session***
 - Staff presented the draft UDC and accepted feedback for consideration.
- ***February 18, 2025: P&Z Regular Meeting***
 - Commission recommend Approval of the Adoption Draft of Unified Development Code.
- ***February 25, 2025: City Council Work Session #1***
 - Staff will introduce the current draft and ask for feedback on topics you'd like to review in-depth at Work Session #2.
- ***March 4, 2025: City Council Work Session #2***
 - Staff will prepare materials based upon Council feedback at Work Session #1.
- **March 25, 2025: City Council Adoption**
 - Staff will present any modifications based upon feedback at previous meeting for proposed adoption.

MEETING AGENDA

- **Project Engagement Process**
- **Document Revisions (February – March)**
 - Artificial Turf
 - Sign Regulations
 - Exterior Lighting
- **Nonconformities**

ADDISON, TEXAS



UNIFIED DEVELOPMENT CODE
ADOPTION DRAFT

CLARION

PROJECT ENGAGEMENT

- **Project Website (www.addisonudc.org)**
 - Live since late 2018
- **Community Input Events**
 - 3 Events
- **Public Meetings with City Council / P&Z**
 - 14 Meetings
- **Public Meetings with UDC Advisory Committee**
 - 7 Meetings
- **Town Newsletter**
 - 23 News Articles (2019-Present)

DOCUMENT REVISIONS

- **Overall Document –**
 - Update Page References
 - Update Links
 - Update Dates
 - Minor Grammatical Changes for Clarity
- **Set Effective Date –**
 - September 1, 2025
- **Artificial Turf –**
 - Clarified Standards for Residential Property Allowances

DOCUMENT REVISIONS CONTINUED

- **Sign Regulations –**
 - Clarified Fence Sign Limitations (Election Event Signs)
 - Clarified Election Event Signs for Content Neutrality
 - Expanded Temporary Sidewalk Signs
 - Enhanced Site Directional Sign Standards
- **Exterior Lighting –**
 - Security Lighting Required
 - Pedestrian Lighting Required

A large, white, classical-style house with a portico supported by columns, surrounded by trees and a lawn. The house has a prominent portico with six columns. The windows have dark shutters. The house is set on a green lawn with a paved walkway leading to the entrance. Large trees are in the background.

ARTIFICIAL TURF

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- **Section 5.6.5: General Landscape Standards**
 - Clarified that artificial turf may be used for residential properties, however, cannot be used to satisfy minimum landscape material requirements for nonresidential.



SIGN REGULATIONS

SIGNS REGULATIONS

Carries forward current Addison regulations with revisions to address:

- **Consistency, clarity, user-friendliness**
- **Content-neutrality**
- **Targeted revisions focusing on:**
 - More flexibility, especially in more intense zoning districts
 - Aligning content with current Town practices and interpretations
 - Introducing a Master Sign Plan process
 - Standardizing methods of measurement



SIGN REGULATIONS

- **Section 5.9.8.B: Election Event Signs (*Formerly Political Signs*)**
 - Election Event Signs were modified to correct content neutrality by eliminating quantity requirements.
 - Clarification was made which does not prohibit election event signs from being on fences.
- **Section 5.9.8.D: Temporary Sidewalk Signs**
 - Expanded allowances for sidewalk signs to be allowed in any multi-tenant structure within the Mixed-Use Zoning Districts (M-1, M-2, and M-3).
 - Provided a new standard that limits each sign to a maximum of six square feet in area.

SIGN REGULATIONS

- **Section 5.9.5.I: Window Signs**
 - Maintained maximum of 10% window area coverage standard.
 - Expanded temporary sidewalk sign allowances to support businesses.

SIGN REGULATIONS

- **Window Signs Alternative – Option 1 (Proposed)**
 - Maintained maximum of 10% window area coverage standard.
 - Expanded temporary sidewalk sign allowances to support businesses.
- **Window Signs Alternative – Option 2**
 - Window area 0-200 Square Feet (per façade) is allowed 20% window area coverage
 - Window area 200 square feet and greater (per facade) is allowed 10% window area coverage.
- **Window Signs Alternative – Option 3**
 - All window area lower than 4 feet above grade, is allowed 25% window area coverage.
 - All window area greater than 4 feet above grade, up to 10% window area coverage.

SIGN REGULATIONS

Window Signage – Comparator Cities

City	Window Sign Standard
Allen	N/A
Carrollton	25% max. window area
Coppell	N/A
Farmers Branch	25% max. window area / 25% max. per window
Flower Mound	20% max. window area
Frisco	25% max per window / Max. 1 sign per window
Grapevine	N/A

City	Window Sign Standard
Irving	25% max. window area
Lewisville	20% max. window area
McKinney	25% max. per window / 40% max. for total window area
Plano	25% max. per window
Richardson	25% max. per window
University Park	25% per window / 25% max. for total window area per facade
Addison	10% per facade

SIGN REGULATIONS

- **Section 5.9.10.C.1: Site Directional Signs**
 - Provided new height standard of 30 inches.
 - Provided clarification that signs must be located behind sidewalk (or at least 10 feet from back of curb if no sidewalk exist).
 - Provided minimum quantity of sign (2 per public access drive per parcel).
 - Provided minimum spacing between signs of 25 feet.



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Section 5.8.5.F: Pedestrian-Scale Lighting

- All required walk walks (per Access & Circulation Standards) must provide pedestrian-scale lighting.
- Requires that security lighting be provided in Lighting Districts 1 and 2 for all areas accessible to the public. Security lighting is still allowed in Lighting District 3 per this section, however, not required.

Table 5.8-1: Summary of Lighting Districts

Lighting District	Zoning Districts
District 1	M-3, M-4, CL, CG, LI, and AA
District 2	R-3, M-1, M-2, and CF
District 3	R-1, R-2, and PO

Table 5.8-2: Maximum Lighting Trespass Levels

Lighting District	Point A (property line)	Point B (10 feet onto adjacent property)
District 1	5.0	3.0
District 2	0.5	0.2
District 3	0.3	0.1

NEXT STEPS

- **Zoning Map Amendment**

- To apply the new Unified Development Code, a zoning map amendment must be adopted.
- Anticipated dates for the proposal include June 17, 2025 for Planning & Zoning Commission and July 22, 2025 for City Council.

- **Implementation**

- Between adoption and the effective date (September 1, 2025), Staff will be preparing for implementation to include updating application forms, making website revisions, and educating the public and development community on the UDC.

RECOMMENDATION

Administration recommends **approval** of the Unified Development Code.



QUESTIONS & DISCUSSION