CODE-26-0002 Administration and Enforcement Ordinance

CITY PLANNING COMMISSION

FORMAL MEETING – March 11, 2026

COLORADO SPRINGS
OLYMPIC CITY USA

ADMINISTRATION AND ENFOREMENT ORDINANCE

QUICK FACTS

Impact

City-wide

Initiating Entity

City Planning Department

Applicable Code

City Code Sections 7.5.415; 7.5.515; 7.5.524; 7.5.525; 7.5.526; 7.5.527; and 7.5.704

ADMINISTRATION AND ENFORCEMENT ORDINANCE

CITY CODE
of
COLORADO SPRINGS, COLORADO

2001

Code current through:
Ord. 25-94, passed November 25, 2025

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PROJECT SUMMARY

An Amendment to UDC Text application proposed by the City of Colorado Springs Planning Department. The application proposes procedural changes to various application types within Article 5 Administration and Enforcement of the Unified Development Code (UDC). The proposed ordinance clarifies appeal opportunities when a decision-making body makes a recommendation to City Council, proposes changes to procedural requirements for a Development Plan associated with a Conditional Use application, corrects the decision options for Planning Commission's action on Zoning Map Amendment applications, and various review and approval procedures for Administrative Adjustments, Non-Use Variances and Use Variance applications.

ADMINISTRATION AND ENFOREMENT ORDINANCE

HISTORY

- The 2023 update to City Code Chapter 7 (ReTool) had several goals and priorities, but most importantly sought to simplify application procedural processes and create a more modern and permissive state for development/redevelopment in the city.
- With any code re-write, especially one with scope of ReTool, it is inevitable that errors, omissions and shortcomings would be found through implementation. Since implementation of the new UDC in June of 2023, City Planning staff, in collaboration with agency partners and community stakeholders, have been documenting and identified provisions of the UDC that require further attention or correction.
- In 2025, City Planning staff initiated a phased code update (“scrub”) project that will recommend updates to the UDC to address identified imperfections.
- Independent scrubs are being processed by City Planning staff to address provisions with pressing problems.

SECTIONS CHANGED BY ORDINANCE

- Section 7.5.415 Appeals
- Section 7.5.515 Development Plan
- Section 7.5.524 Administrative Adjustment
- Section 7.5.525 Development Standards Adjustment
- Section 7.5.526 Non-Use Variances
- Section 7.5.527 Use Variances
- Section 7.5.704 Zoning Map Amendments

Section 7.5.415 - Appeals & Section 7.5.515 - Development Plan

Appeal Changes

- Language adjustment to affirm that recommendations to City Council made by other decision-making bodies, such as Planning Commission, FBZ Review Board or Historic Preservation Board, are not appealable

Development Plan Changes

- Clarifying language added to affirm that Development Plans and Condition Use decisions are made at different level (e.g. Administrative v. Public Hearing), unless referred.

- Additional language added to afford discretionary decision-making by the “Manager” for when a Development Plan is required with an application for a Conditional Use.

Adjustment and Variance Sections

Administrative Adjustment, Design Standards Adjustments, Non-Use Variances and Use Variances Changes

- Applicability parameters expanded to include Use-Specific Standards outlined in City Code Part 7.3.3.
- Affirming language added to support independent action on adjustment and variance applications.
- Post-Decision actions modified to set an expiration period for applications not considered concurrently with a Development Plan (e.g. No entitlement required or Building Permit).

Section 7.5.704 - Zoning Map Amendments

Zoning Map Amendment Changes

- Affirming language added to ensure advisory body recommendations do not limit City Council's authority and to clearly define subsequent action paths (e.g. recommendations do <u>not</u> kill or force project to appeal).

APPLICATION REVIEW CRITERIA

7.5.702 Amendments to Unified Development Code

Criteria for Approval

1. *The Colorado Springs Comprehensive Plan and other plans adopted by City Council.*
2. *The current conditions and character of current structures and uses in each zone district.*
3. *The most desirable use of land in each zone district.*
4. *The conservation of sensitive environmental features.*
5. *Promotion of responsible development and growth.*

Statement of Compliance

CODE-25-0005

After evaluating the UDC Text Amendment application for the Administration and Enforcement Ordinance, staff finds that the application meets the approval criteria as set forth under City Code Section 7.5.702 Approval Considerations.

PLANNING COMMISSION MOTIONS

Optional Motions

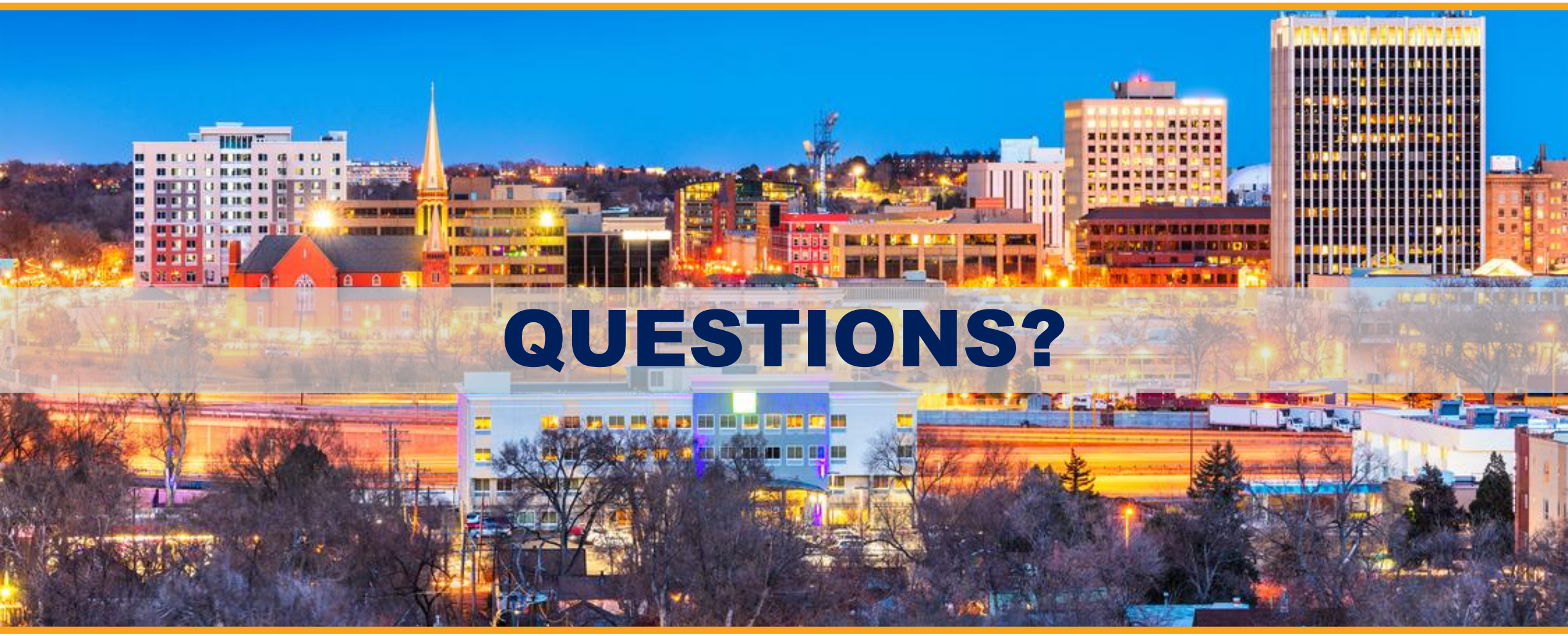
CODE-26-0002 – ADMINISTRATION AND ENFORCEMENT ORDINANCE UPDATE

Motion to Approve

Recommend approval to City Council of the adoption of the Administration and Enforcement Ordinance amending Chapter 7 (“Unified Development Code”) of the Code of the City of Colorado Springs 2001, as amended, relating to procedural process changes for various entitlement application types, based upon the finding that the request complies with the criteria set forth in City Code Section 7.5.702.

Motion to Deny

Recommend denial to City Council of the adoption of the Administration and Enforcement Ordinance amending Chapter 7 (“Unified Development Code”) of the Code of the City of Colorado Springs 2001, as amended, relating to procedural process changes for various entitlement application types, based upon the finding that the request does not comply with the criteria set forth in City Code Section 7.5.702.



QUESTIONS?

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