Unified Development Code (UDC) Scrub: Phase 1

CITY PLANNING COMMISSION – April 2, 2026

Work Session Meeting

RetoolCOS: CHAPTER 7 UPDATE

RetoolCOS QUICK FACTS

- Comprehensive update of Chapter 7, Zoning & Subdivision Ordinance
- New, modern and more user-friendly Unified Development Code (UDC)
- Effective Date: June 2023

UDC SCRUB SUMMARY

- Since adoption, the Planning Department has tracked errors, conflicts, omissions and needed modifications.
- Almost 200 issues identified by staff, other City departments and stakeholder groups.
- June 2025, the Planning Department re-initiated the UDC Scrub project after staff turnover.
- The 200 items were separated into 3 categories.
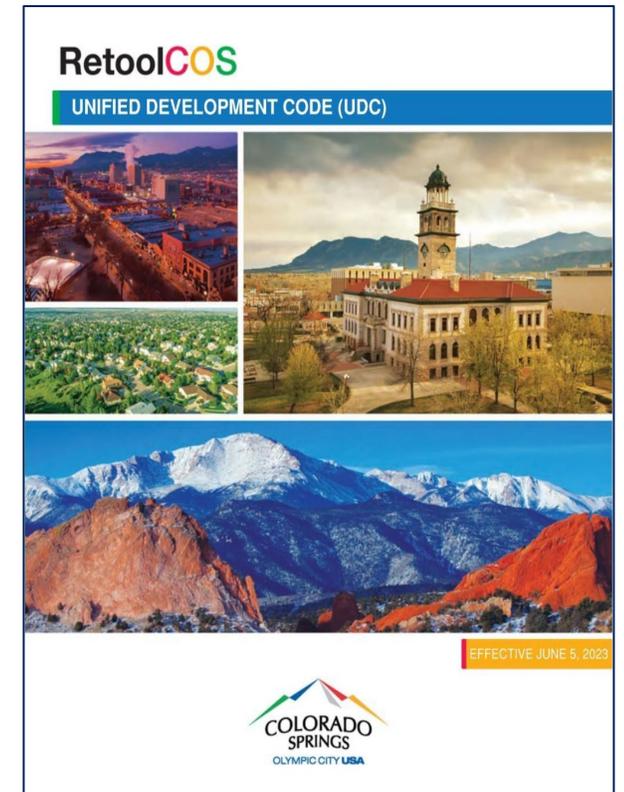
WHAT IS A CODE SCRUB?

The process of assessing and updating a municipality's zoning and subdivision ordinance for the purpose of addressing errors, oversights, and other minor concerns, but is not intended to be comprehensive.

Typically, occur one or more years after a comprehensive rewrite to the municipality's zoning and subdivision ordinance.

Think of it as a software update - "Version 1.2" comes out after the initial release and addresses bugs and minor issues.

The UDC Scrub will also incorporate Recodification.

COMMUNITY ENGAGEMENT

UDC SCRUB PROJECT PAGE

COMMENT CARD - ONGOING

UDC SCRUB ADVISORY COMMITTEE

17 MEMBERS – MONTHLY REVIEW MEETINGS

UDC SCRUB: PHASES

PHASE 1 – SCRIVNER'S' ERRORS

- Formatting, grammatical and incorrect references as well as recodification.

PHASE 2 – MINOR IMPACT

- Minor impact and typically include clarification, corrections to conflicting code language, and implementation of interpretations.

PHASE 3 – ISSUES WITH BROAD IMPACT

- Changes may require additional stakeholder input or trigger changes in multiple sections of the UDC.

PHASE 4+ – ONGOING ANALYSIS

- Additional issues identified in the Scrub process and after that need further research and may result in added updates to the UDC.

PHASE 1: RECODIFICATION

PUNCTUATION

- o Oxford commas, semicolon divided lists, written numbers, capitalization rules, etc.

WORD CHOICE AND CAPITALIZATION

- o Use "or" instead of "and/or"; use of the term "days" to follow City's defined computation of time; "must" vs. "shall", etc.

ORGANIZATION AND CITATIONS

- o Numbering.
  - o From: A. 1. a. (1) (a)   To: (A) (1) (a) (I) (i)

- o Code references: Section: City Code § 1.1.106

PHASE 1: CATEGORIES OF CHANGE

- CATEGORY 1
  - Grammatical Errors

- CATEGORY 2
  - Incorrect Section References

- CATEGORY 3
  - Formatting Faults and Language Clarity

PHASE 1: ISSUES SPREASHEET

PLANNING DEPARTMENT
UDC SCRUB PHASE 1 | PROPOSED CHANGES

WHAT IS THE UDC SCRUB?

The Unified Development Code (UDC) Scrub is a process headed by the Planning Department that addresses identified errors, conflicts, oversights, and other concerns throughout Chapter 7 of the UDC subsequently following its effective date in June of 2023. This process involves three key phases. The first of which is Phase I.

PHASE 1

Phase 1 of the UDC Scrub addresses three categories of concerns, as well as recodification.

CATEGORY 1
17 Grammatical errors

CATEGORY 2
24 Incorrect section references

CATEGORY 3
47 Formatting faults & language clarity

WHAT IS RECODIFICATION?

Recodification is a process by which the organization and structure of the UDC is updated to improve document clarity, consistency, and usability. More specifically, this includes changes to the codes structure, which comprises renumbering and adjusting the outline denominations. This process generally does not make substantive changes to the code language and merely improves document clarity and usability. Note that the recodification process may result in changes to section numbering as currently displayed within this document.

DISCLAIMER

This document was created as a means of organizing and displaying all of the changes being made within Phase 1 of the UDC Scrub, as of the date of its drafting. Please be advised that as the Phase 1 UDC Scrub moves through the stakeholder and public engagement stages, as well as through the public hearings, updates may be made to reflect the feedback received from citizens, elected officials, and planning staff. Therefore, this document is subject to change and reflects the status of the revisions being considered at a given stage and time. This document will be updated as new changes are being considered.

PLANNING DEPARTMENT
UDC SCRUB PHASE 1 | PROPOSED CHANGES

TABLE OF PROPOSED CHANGES (Category 1 – Grammatical Errors)

Article	Section	Issue/Comment	Revision	Draft Code (Bold=Add; Strikethrough=Remove)
7.5	7.5.702.C.2(b)	Missing word	b. If the application relates to Section 7.2.608 (HP-O: Historic Preservation Overlay), the Historic Preservation Board shall review the application **and** transmit its recommendation to approve, approve with conditions, or deny the text change to the Planning Commission.
7.5	7.5.527.E.2	Typo - missing a word between 'the' and 'and'	2. That the Use Variance is necessary for the preservation and enjoyment of a property right of the **owner** and if not approved, the property or structure cannot yield any beneficial use;

TABLE OF PROPOSED CHANGES (Category 2 – Incorrect Section References)

Article	Section	Issue/Comment	Revision	Draft Code (Bold=Add; Strikethrough=Remove)
7.3	7.3.304.I.2	incorrect subsection reference	A Home Occupation Permit pursuant to Section 7.5.~~504~~ **507** (Home Occupation Permit) is required before operation of a home occupation may begin.
7.3	Table 7.3.2-A	The Use Specific Standards reference in the last column of the table is missing for "Bar"	Added **7.3.303.B.5** to the last column of the table in the "Bar" line.
7.4	7.4.203.B.2	Incorrect Table reference	2. Building features that extend beyond the maximum building height pursuant to Table 7.4.2-**G** shall be designed or screened to minimize visibility from the R-E, R-1 9, R-1 6, R-2, and R-Flex Low zone districts, and from any portion of a PDZ district developed or designated for attached or detached single-family or two-family dwelling structures. Screening may not extend taller than the permitted exception to the maximum building height.
7.4	7.4.309.A 7.4.309.C.1 7.4.403.C.1.a and b	Incorrect references to Parks Master Plan vs Park Master Plan	Corrected to remove plural: Park~~s~~ Master Plan
7.4	7.4.1007.B.1.b	Incorrect table reference and missing language	b. The minimum number of bicycle parking spaces required in Table 7.4.10 ~~BE~~ shall be based on the total square footage of building gross floor area **and shall be** provided on-site or in a permitted off-site location to serve the principal uses.
7.4	7.4.203.A	Incorrect Table reference	Every part of a required setback shall be unobstructed from ground level to the sky, except as shown in Table 7.4.2-F, but none of the listed exceptions shall authorize the encroachment of any development or structure across property lines or into a public right-of-way.

PHASE 1 | CATEGORY 1 GRAMMATICAL ERRORS

Examples:		
7.4.1103.D.2.a	Correct Grammar - the word "be" is not needed.	(a) The public art must be constructed of and installed using materials that are reasonably ~~be~~ expected to last, under average weather conditions, for a period not less than ten (10) years;
7.6.301	The term "as built plans" is used with and without a hyphen. Corrected the definition title/term to include the hyphen.	Was: AS BUILT PLANS Now: AS-BUILT PLANS
7.5.704.C.3	Typo - Section says Planning Committee, needs to say Planning Commission	3. The City Council shall review the application and the recommendation from the Planning ~~Committee~~ **Commission**, FBZ Review Board, or Historic Preservation Board and make a decision based on the approval criteria in Subsection D below.

COLORADO SPRINGS
OLYMPIC CITY USA

Examples:		
7.4.1007.B.1.b	Incorrect table reference and missing language	b. The minimum number of bicycle parking spaces required in Table **7.4.10-E** ~~7.4.10-D~~ shall be based on the total square footage of building gross floor area **and shall be** provided on-site or in a permitted off-site location to serve the principal uses.
7.5.1003	Incorrect reference	If the Stormwater Enterprise Manager determines that an activity governed by this Part 7.5.10 is creating a nuisance to the public health, safety, and welfare or is not compliant with the requirements of this UDC, the ~~City Engineer~~ **Stormwater Enterprise Manager** may use any or all of the powers listed below:
7.5.505.C.2.a	Incorrect reference	a. Compliance with the standards applicable to carports in the front-yard setback in Subsection **7.3.304.D** ~~7.3.304.C~~ (Carport or Garage, Accessory); and

Examples:

7.6.301	"Marijuana Home Cultivation" definition title doesn't match the use table or other areas throughout the UDC. UDC text also reference "accessory"	Corrected the definition title/term to: MARIJUANA, HOME CULTIVATION, **ACCESSORY**

Table 7.3.2-A	"Park" use not permitted in PK zone	In the table, Added 'P' for 'Park' in PK

7.2.609.C.3.a 7.2.609.C.3.d Graphic	"Slope Angles by Zone District" graphic has incorrect zone district references which is not reflective of Subsection 3. Height Limitations	3. Height Limitations a. In the PDZ, R-5, OR, MX-N, ~~MX-M, MX-L,~~ MX-T, and PF zones, the maximum pitch of the diagonal plane may be two (2) feet vertical to one (1) foot horizontal from lines twenty (20) feet above lot lines. Graphic texted changed to: ~~PUD~~**PDZ**, R-5, **OR,** MX-N, ~~MX-M, MX-L,~~ MX-T, PF: 2/1

PROJECT TIMELINE

Stakeholder Engagement	On-going (Project Webpage & USAC)
City Planning Commission	May 2026
City Council	June 2026 (tentative)
Effective (tentative)	Aug 2026 (tentative)

Questions?