



City of Rowlett

Meeting Agenda

City Council

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.

Tuesday, June 3, 2014

5:30 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

1. CALL TO ORDER

2. EXECUTIVE SESSION

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code §551.071, Consultation with Attorney, to discuss and deliberate on legal issues pertaining to a local option election to authorize the sale of alcohol beverages. (THIS ITEM WILL FOLLOW THE REGULARLY SCHEDULED MEETING.)

3. WORK SESSION (5:30 P.M.)* Times listed are approximate

- 3A.** Discuss the appointment of a representative to the Dallas Area Rapid Transit Board of Directors. (20 minutes)
- 3B.** Discuss replacement of the Library's Integrated Library System (ILS). (40 minutes)
- 3C.** Discuss the Water Meter Replacement Program. (30 minutes)

4. DISCUSS CONSENT AGENDA ITEMS

RECEPTION FOR OUTGOING / INCOMING COUNCILMEMBERS (7:00 P.M.)*

CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)*

INVOCATION

PLEDGE OF ALLEGIANCE

TEXAS PLEDGE OF ALLEGIANCE

Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Recognition of service, presentation and personal remarks from City Councilmembers Place One – Doug Phillips and Place 5 – Chris Kilgore.
- 5B.** Administration of Oaths of Office and personal remarks from City Councilmembers Place Three and Place Five.
- 5C.** Hear presentation of the Monthly Financial report for the period ending April 30, 2014.
- 5D.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

6. CITIZENS' INPUT

At this time, three-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. No action can be taken by the Council during Citizens' Input.

7. CONSENT AGENDA

The following may be acted upon in one motion. A City Councilmember or a citizen may request items be removed from the Consent Agenda for individual consideration.

- 7A.** Consider action to approve minutes from the May 20, 2014, City Council Meeting.
- 7B.** Consider action to approve a task authorization #6 for professional engineering services with Lee Engineering for the Dalrock Road and SH-66 Intersection Improvements in the amount of \$353,910.
- 7C.** Consider action to approve a resolution appointing a representative to the DART Board of Directors to serve a two-year term.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

If a Public Hearing is listed, the City Council will conduct such public hearing to receive comments concerning the specific items listed in the agenda. Any interested persons may appear and offer comments, either orally or in writing; however, questioning of those making presentations will be reserved exclusively to the presiding officer as may be necessary to ensure a complete record. While any person with pertinent comments will be granted an opportunity to present them during the course of the hearing, the presiding officer reserves the right to restrict testimony in terms of time and repetitive content. Organizations, associations, or groups are encouraged to present their commonly held views and identical or similar comments through a representative member when possible. Presentations must remain pertinent to the issues being discussed. A person may not assign a portion of his or her time to another speaker.

- 8A.** Conduct a public hearing and consider a request for a Special Use Permit to construct a 1,440 square-foot detached garage with a metal exterior for property located at 7818 Princeton Road. (SUP14-710)
- 8B.** Conduct a public hearing and consider a request for a Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached metal garage with a total size of 4,950 square feet at 8221 Dalrock Road. (SUP14-711)
- 8C.** Conduct a public hearing and consider a request for a Special Use Permit to construct a gazebo that does not meet the accessory structure requirements for building materials, setback and lot coverage at 6013 Magnolia Drive. (SUP14-712)
- 8D.** Conduct a public hearing and consider amendments to the Rowlett Development Code to remove all obsolete references to the Mixed-Use North Shore (MU-NS) zoning district and to amend the table relating to notice requirements for Special Use Permits in Section 77-803.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS

9. ADJOURNMENT

Laura Hallmark

Laura Hallmark, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the City's website (www.rowlett.com) on the 29th day of May 2014, by 5:00 p.m.



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 2A

TITLE

The City Council shall convene into Executive Session pursuant to the Texas Government Code §551.071, Consultation with Attorney, to discuss and deliberate on legal issues pertaining to a local option election to authorize the sale of alcohol beverages. (THIS ITEM WILL FOLLOW THE REGULARLY SCHEDULED MEETING.)



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75030-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 3A

TITLE

Discuss the appointment of a representative to the Dallas Area Rapid Transit (DART) Board of Directors. (20 minutes)

STAFF REPRESENTATIVE

Brian Funderburk, City Manager

BACKGROUND / HISTORY

On September 16, 1997, former Mayor Mark Enoch was first appointed by Resolution No. 09-16-97 to represent the cities of Rowlett, Garland and Farmers Branch. In 2011, a reallocation of representation occurred based on 2010 census data. The City of Rowlett now shares a board member with the Cities of Garland and Glenn Heights. As noted below, Mr. Enoch has been reappointed in two year increments as follows:

- July 7, 1998 by Resolution No. 07-07-98A
- June 20, 2000 by Resolution No. 06-20-00C
- June 18, 2002 by Resolution No. 06-18-02C
- July 6, 2004 by Resolution No. 07-06-04J
- June 6, 2006 by Resolution No. RES-078-06
- June 8, 2008 by Resolution No. RES-063-08
- June 15, 2010 by Resolution No. RES-051-10
- September 6, 2011 by Resolution No. RES-118-11 (Census reapportionment)
- June 19, 2012 by Resolution No. RES-062-12

POLICY EXPLANATION

Nancy K. Johnson, Director, Office of Board Support, sent a letter dated May 2, 2014 requesting that Rowlett pass a resolution to appoint a representative to the DART Board (see Attachment 1). Former Rowlett Mayor Mark Enoch currently serves in this capacity.

According to the DART Board of Directors Bylaws, the General Powers are as follows:

“The responsibility for the operation and control of the properties belonging to DART is vested in the Board of Directors (the “Board”). The Board may exercise responsibility by appointing and prescribing compensation for a chief executive officer whom the Board may designate as an executive director or a general manager and who shall administer the daily operations of DART and employ persons, firms, partnerships, or corporations deemed necessary by the Board for the conduct of the affairs of DART. The Board may

appoint auditors, and attorneys and prescribe the duties, tenure, and compensation of each.”

Members of DART's Board of Directors serve two-year terms pursuant to Section 452.578 of the Texas Transportation Code. Mr. Enoch was appointed to represent Rowlett. His term of office will expire June 30, 2014.

Mr. Enoch has indicated he would like to continue serving Rowlett, Glenn Heights and Garland on the DART Board.

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Upon Council consensus, this item will be considered under the Consent Agenda for this evening's meeting.

ATTACHMENT

Attachment 1 – Letter from DART

Attachment 2 – Letter from M. Enoch



Dallas Area Rapid Transit
P.O. Box 660163
Dallas, Texas 75266-0163
214/749-3278

May 2, 2014

Ms. Laura Hallmark
City Secretary
City of Rowlett
P.O. Box 99
Rowlett, Texas 75088-0099

Re: City of Rowlett's Representative to DART's Board of Directors

Dear Ms. Hallmark:

Members of DART's Board of Directors serve staggered two-year terms pursuant to Section 452.578 of the Texas Transportation Code. Mark Enoch was appointed to represent the City of Rowlett. His term of office will expire on June 30, 2014.

Please send a copy of the resolution appointing or re-appointing a representative for the to the DART Board of Directors to the attention of:

Nancy K. Johnson
Director, Office of Board Support
Dallas Area Rapid Transit
P.O. Box 660163
Dallas, Texas 75266
Fax (214) 749-3651

If you have any questions regarding this matter, please call me at (214) 749-3347.

Sincerely,

A handwritten signature in black ink that reads "Nancy K. Johnson".

Nancy K. Johnson
Director, Office of Board Support

NKJ/lh

C: Robert Strauss, Chair
Gary C. Thomas
Scott Carlson

GLAST, PHILLIPS & MURRAY

A PROFESSIONAL CORPORATION
ATTORNEYS AND COUNSELORS

MARK C. ENOCH
(972) 419-8366
fly63rc@verizon.net

BOARD CERTIFIED – CIVIL TRIAL LAW
TEXAS BOARD OF LEGAL
SPECIALIZATION

14801 QUORUM DRIVE, SUITE 500
DALLAS, TEXAS 75254-1449

(972) 419-8300
FACSIMILE (469) 206-5022

HOUSTON
(713) 237-3111

May 29, 2014

Via email

tgottel@rowlett.com
lhallmark@rowlett.com

Rowlett City Council
c/o Mayor Todd W. Gottel
City of Rowlett
4000 Main Street
Rowlett, Texas 75088

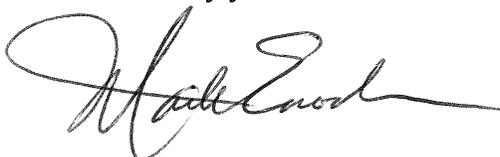
Dear Mr. Mayor and Honorable Council Members:

I am thankful for my previous appointments to represent the City of Rowlett on the Board of Directors of Dallas Area Rapid Transit. I would like very much to continue in that role for you and ask that you favorably consider my reappointment to the Board.

I have served in various positions on the Board as well as represented the Board on the North Central Texas Council of Governments Regional Transportation Council. I believe that my experience is an asset to Rowlett and use that experience often in dealing with DART staff and state legislators.

It is my sincere desire to continue representing Rowlett and I hope you will allow me to do so.

Sincerely yours,



Mark C. Enoch

MCE:mji



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 3B

TITLE

Discuss replacement of the Library's Integrated Library System (ILS). (40 minutes)

STAFF REPRESENTATIVE

Kathy Freiheit, Director of Library Services

SUMMARY

The Library's Horizon automated library system (also known as an ILS) has exceeded its useful life expectation. Implemented in 2003, support for the system server is no longer available from the vendor, SirsiDynix, and there is no expectation that software support will be provided beyond the current maintenance agreement, which expires in October 2014. Lacking upgrades, the system necessarily runs on Windows XP, which is no longer supported by Microsoft. Continued dependence on the system is cause for much concern, as the potential for failure is real and replacement is a matter of urgency.

A Request for Proposals (RFP) for an Integrated Library System was issued in February 2014. The purpose of this discussion is to share information with Council regarding the process followed in researching available systems and evaluating vendor proposals, and to recommend a solution for replacement of the Horizon ILS.

BACKGROUND INFORMATION

The Horizon ILS manages the Library's circulation transactions, cataloging and item holdings records, and the online public access catalog. The system registers and validates Library cardholders, tracks the status of materials as they are borrowed and returned, and authenticates users of the Library's online databases, downloadable digital media (like OverDrive), and public (PC Lab) computers. The ILS provides statistical reports and generates notices for Library customers regarding overdue items, fines and fees, and the availability of requested items ("holds") when they are ready and available for checkout.

Horizon has grown increasingly unreliable and suffers from frequent slowdowns and operational quirks. Over the past three years, Horizon has fully "crashed" six times, with down time on those occasions ranging from 1-3 days. In March, the system began freezing up hourly, resulting in 2-4 minute delays before becoming operational again. Whenever the system is down, there is no "offline checkout" capability. Staff must resort to manual means to record checkouts and renewals, and nothing can be checked in. This frequently leads to clerical or other processing errors, in addition to cartloads of returned materials that sit in wait for check in before they can be returned to the shelves. Even with the good fortune of finding third-party server support, waiting on replacement hardware that (hopefully) will revive an 11-year-old

computer system creates anxieties for staff, consumes IT capacity, and inconveniences Library customers.

In FY2013, Library staff used Horizon to transact almost 300,000 item checkouts, catalog more than 14,000 new materials, and maintain a database of nearly 30,000 registered borrowers. The Library ILS provided online catalog access to a collection of over 100,000 physical items and 7,000 downloadable digital media titles. The ILS also supported user authentication for about 110,000 online database searches and 27,000 PC Lab user sessions.

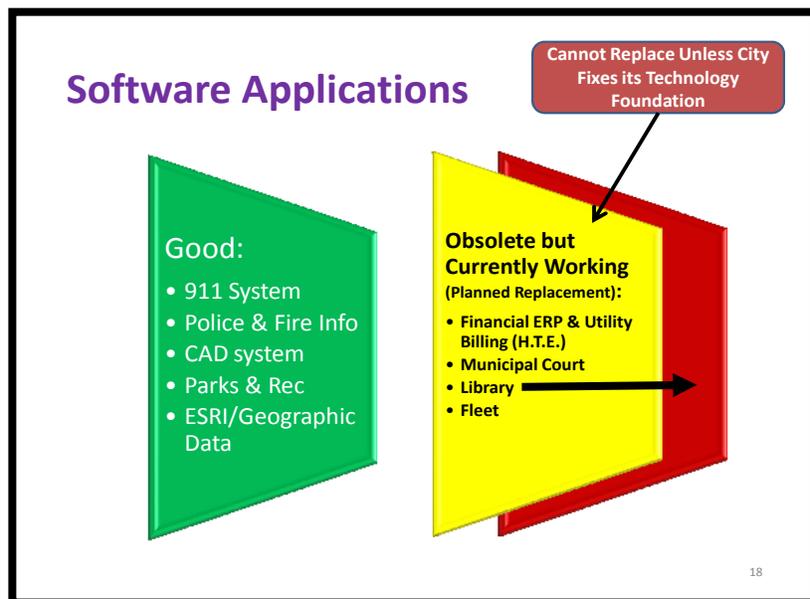
DISCUSSION

GOALS:

Since 2012, Library staff have been actively researching options for a replacement ILS. The process involved all members of staff so that everyone could offer feedback about “must have” functionalities and their benefit to Library customers. Products were considered and choices narrowed through professional reading, from conversations with exhibitors at library conferences, and by benchmarking with library peers. Both administrative and front-line staff made trips to neighboring libraries to gain insights on their installations, and in-library vendor demonstrations were hosted. The benefit of on-site (turnkey) vs. hosted (cloud-based) systems was exhaustively discussed. In short, a fully integrated, 21st Century ILS, user-friendly to both customers and staff, with options for future expandability would fit the bill. The system must bring efficiencies in day-to-day operations, while adding value for Library customers by enhancing their experience in using it.

WHY DID THIS TAKE SO LONG?

By Spring 2013, it was learned that replacement of the Library’s ILS needed to be put on hold until City network infrastructure improvements could be made. In his April 2013 report to Council, Information Technology Consultant Chip Collins included Library software in an “Obsolete but Currently Working” category, cautioning that even a hosted solution would not likely perform to satisfaction without foundational improvements. Since then, loss of support for Windows XP has pushed that diagnosis into critical condition.



In the meantime, staff continued their work in building a list of requirements for a replacement ILS. Customer-friendly features, included choice in receiving notices by text, email, print or by phone, an option for self-service “holds” pickup, and an expectation for self-checkout capability. A “next generation” library catalog was also important, one offering sophisticated search capabilities with customized screen displays, digital media integration, links’ to online databases, mobile functionality and apps. Expandability “wish list” features included Radio Frequency Identification System (RFID) compatibility, ecommerce capability (for customer self-payment, etc.) and the ability for staff to register customers and check out items at locations remote from the Library. Vendor qualities desired included financial stability, an established and affordable product, a reputation for providing excellent customer support, ease in migrating data, and meaningful staff training. Staff “nuts and bolts” needs included interoperability with the Texas State Library’s Navigator system for interlibrary loans, electronic acquisitions for ordering and invoicing, robust management reporting, and inventory management tools. Staff also wanted to have a “voice” amid a strong base of public library users, with peer institutions in Texas available to serve as resources for us.

RFP FOR ILS:

With completion of the network refresh near the end of 2013, staff quickly moved forward. A list of System Requirements was finalized in January and RFP # 2014-34 was issued by the Purchasing Department on February 20, 2014. Notice to bidders was posted on the City’s website and published in the February 20 and February 27 issues of the *Rowlett Lakeshore-Times*. Sealed proposals were received in the Purchasing Office until 2:00 pm on March 21, 2014, after which they were publicly opened and the names of submitters announced in the City Annex Conference Room in accordance with the Texas Local Government Code.

Proposals were received from four vendors, as follows:

- Biblionix (Austin, TX)
- Innovative Interfaces (Emeryville, CA)
- Polaris Library Systems (Syracuse, NY)
- The Library Corporation/TLC (Inwood, WV)

The proposals were distributed to a ten-person evaluation team with representatives from the Purchasing, Finance, and Information Technology departments, five Library staff members and library consultant Joyce Baumbach. Vendor responses were independently reviewed using the criteria indicated below, for a maximum possible point total of 100:

Criteria	Elements	Max Points
Vendor	Support, Reputation, References, Financial Stability	35
Product	Ability to Meet or Exceed RFP Functional Requirements	30
Price	Total System Life Cycle Costs Over Five Years	25
Responsiveness to Bid	Compliance with Procedural Requirements of the RFP	10

Members of the evaluation team met on April 3rd to share scoring results and to discuss the merits of each proposal. Scores were tallied and averaged, with the proposals ranked as follows:

Vendor	Scoring Averages (Highest to Lowest)
Polaris Library Systems	88
The Library Corporation / TLC	84
Innovative Interfaces	78
Biblionix	73

As indicated in the RFP document, evaluation was made on a “best value” system. Proposals were evaluated for compliance with specifications before proposal price was considered:

Cost of Ownership (Lowest to Highest)

Vendor	Year 1 Outlay	Five Year Cost	Five Year Estimated Expense Including On-Site Support*	Annual Average Cost Over 5 Years
Biblionix/Hosted (Only)	\$23,050	\$68,250	N/A	\$13,650
Polaris/Hosted	\$74,200	\$159,428	N/A	\$31,886
Polaris/On-Site	\$73,445	\$101,759	\$110,130	\$42,378
Library Corporation-TLC/Hosted	\$76,321	\$144,797	N/A	\$28,959
Library Corporation-TLC/On-Site	\$85,086	\$133,482	\$110,130	\$48,722
Innovative Interfaces/Hosted	\$73,959	\$281,145	N/A	\$56,229
Innovative Interfaces/On-Site	\$143,754	\$277,978	\$110,130	\$77,622

**Note: Estimated expenses for on-site network and other technical support provided by the City IT Department includes a System Administrator position (1/2 day per week) and a portion of the network/server (10%), for an estimated annual cost of \$22,026.*

CONSIDERATIONS:

Polaris Library Systems received the highest average ranking by members of the evaluation team. Polaris is a “major player” in the ILS realm, having evolved through three generations of products since 1974. Polaris serves a large public library client base; of a reported 400 clients representing 3,100 libraries, 83 percent are public libraries. In Texas, Polaris serves 23 public library clients representing 83 libraries; one is hosted. Neighboring public libraries with on-site Polaris systems include Rockwall County, Plano, McKinney, and DeSoto, as well as Terrell,

Eules, Flower Mound, Southlake, Coppell, and the much larger installations in Arlington and Dallas. The company has a history of continuous product improvement and offers robust functionality, with additional enhancements and expansion options available at a price.

The Library Corporation/TLC was ranked #2 by the evaluation team. Their Library Solution product places emphasis on the user experience. Implementation of their Library Solution product was approximated to take 12 weeks, whether hosted or onsite. TLC has 698 Library Solution clients; 61 percent are public libraries. Of their 31 installations in Texas public libraries, two are hosted. Neighboring TLC libraries, all on-site, include Wylie, Highland Park and Duncanville.

On April 1st, it was announced that Polaris had been acquired by Innovative Interfaces, also a submitting vendor, ranked #3 by the evaluation team. About two-thirds of their Sierra product users are public or academic libraries with large annual circulations ranging from 700,000 to more than 6 million items. With a current annual circulation of almost 300,000 items, Rowlett would be among the very smallest group served (49 libraries). Sierra reports having 7 public library clients in Texas only one of which is a hosted environment. Sierra is a full-featured product with sophisticated functionality and many options for add-on enhancements. Their hosted solution requires a three-year subscription commitment. Innovative's proposal was also the most costly.

The Biblionix Apollo system provides all basic ILS functionality at a modest cost. Based in Austin, Texas, the company has grown rapidly in its 10-year existence, adding 87 libraries in 2013, for a total of 434 subscribers. Apollo is available only as a hosted product and serves only public libraries; 174 (40%) of which are located in Texas.

NEW CONSIDERATIONS:

With any corporate merger, there is some uncertainty over what the new corporate culture and future pricing may look like. So while Polaris may be a good long-term investment, the company is undergoing changes, as are we.

The precarious state of the Library's Horizon system highlighted a need for partnership with a vendor agile enough to facilitate an expeditious migration to a new ILS. Now approaching summer, the Library's busiest time of the year, acquiring a system that offers operational ease for customers and a gentle learning curve for staff is paramount. With "Village of Rowlett" downtown developments officially underway and the potential for multiple relocations of the Library facility, a system which requires a modest investment in equipment and lower upfront costs is highly favored. In transitional times, a hosted solution also makes good sense, because it eliminates the need to physically relocate an on-premise server with every move.

The #1 and #2 ranked vendors, Polaris and The Library Corporation/TLC, previously provided on-site demonstrations for City and Library staff members. Except for the Director of Library Services, no Library staff were familiar with Biblionix, so an on-site vendor demo was scheduled on April 16th. In follow-up to that presentation, Biblionix created a free "trial database,"

extracting data from the Library's current system and making it available in their Apollo product, so that all members of staff could experiment with it to assess its fit against our needs. The Apollo "sandbox" has been available to staff for circulation, cataloging and acquisitions "practice" since May 5th.

SELF-CHECKOUT:

Customer self-checkout brings exciting opportunities for new operational efficiencies. While some Library customers may prefer or require staff assistance in checking out items, equally many or more prefer the independence, speed, or teaching opportunity found in doing their own transactions. It is not unusual for libraries to achieve 40 percent or more of total circulation through self-checkout upon its implementation. Some peers report that 95-97 percent of their library's circulation is now done through self-check. Increased self-checkout frees staff to provide more direct customer support or assist with programs. Self-checkout also changes service desk staffing requirements, creating additional capacity that may be used to extend library hours or offer another day of operation. An important caveat, though, is that if that the customer self-checkout process is tedious or too complicated, people just aren't going to use it.

SECURITY:

Rowlett Public Library utilizes a 3M magnetic tape security system, which has been in place since the building opened in 1996. When checking out an item, staff must physically desensitize it to avoid tripping an alarm on the security gates. Media items (DVDs and music CDs), which are prime targets for theft, present special challenges to any kind of security system because it is difficult to impossible to apply magnetic strips or RFID tags on the discs that can't be easily found and removed. Until recently, DVDs and music CD discs were kept in clear cases in a "staff only" storage area, with the empty media containers put out for display in public areas. Library customers had to bring the empty containers to the circulation desk for disc retrieval by staff. The process was tedious, required a significant amount of time, led to frequent errors, and was a major deterrent to any customer who might be in a hurry. Since then, Library media has been converted to locking storage cases, which are stripped and placed out on the shelves where they are readily accessible to customers. Checking out media is now greatly expedited, but it does require an extra step for staff in unlocking the cases at checkout. Currently, one third of the Library's circulation comes from checkout of the 12,000 media items that are housed in locking cases.

ALTERNATES:

The RFP requested quotes for optional features, including two self-checkout units with interface. Vendor responses were varied.

#1 Polaris quoted a price for their "ExpressCheck" product at a one-time cost of \$15,412, with a \$500 annual maintenance fee. This product doesn't work with locking audiovisual media cases, but Polaris does partner with third-party vendors who can provide it. In meeting with one of those partners (3M), staff learned that only their RFID self-check systems can provide audiovisual media case unlocking. Also, in spite of being an older security technology, their magnetic system self-check units were significantly higher in price than for RFIDs.

#2 The Library Corporation/TLC indicated that self-check compatibility with 3M theft detection systems and locking cases was an added-cost option. No further comment was provided.

#3 Innovative Interfaces indicated that their "Express Lane" self-checks can be used with 3M theft detection systems, but the units do not support locking media cases. Comments indicated that their ILS software can be used with other vendors' locking/unlocking products. Cost for the interface is included in Sierra system costs, but annual support is an additional \$600 expense.

#4 The Biblionix system comes with self-checkout capability, but it is incompatible with the Library's magnetic tape security system. Apollo does work with at least two RFID systems currently on the market. Staff have spoken with Apollo libraries who utilize RFID and also made a site visit to the Boerne Public Library to view their operation first-hand.

Alternate Quotes for Self-Checkout

<i>Two stations with System Interface</i>	One-Time Cost	Annual Maintenance	Notes
Biblionix	Interface comes with Apollo System	Included	Incompatible with magnetic systems Third party vendors for RFID
Innovative Interfaces	Interface comes with Sierra System	\$600	"Express Lane" works with 3M systems but does not support locking cases Third party vendors for RFID
Polaris	\$15,412	\$500	"ExpressCheck" works with 3M systems but does not support locking cases Third party vendors for RFID
The Library Corporation/TLC	Added Cost Option		

NEED FOR RFID:

RFID may not be as prohibitively expensive as staff once thought. It is in wide use in area libraries, and staff have viewed installations at neighboring Rockwall County and at the Rita & Truett Smith Library in Wylie. In addition to providing a greater level of inventory control, RFID brings new and more efficient ways of conducting Library business. It also positions staff to better serve Library customers.

Here's a real-life example. When Library materials pass through our security gates, an alarm sounds when an item has not been checked out, or if it has not been completely de-sensitized.

More often than not, customers, especially families, check out multiple items on their Library visits, sometimes on more than one library card. When an alarm sounds, staff ask customers to come back so that any problems can be corrected. RFID systems can specifically identify any items which have not been properly discharged, displaying the titles on a staff workstation screen. For parents juggling squiggly babies, elderly customers, those with physical limitations, or people who are just in a hurry, having to step back, empty an entire tote bag, then stand in wait while staff check individual items against each account (to find the “alarming” item), this can be an annoying inconvenience. Conversely, those who would intentionally take Library materials without checking them out are quickly (and item-specifically) found out. Utilizing the power of an intelligent inventory control system maximizes staff efficiency and promotes customer goodwill, yet still protects the citizens’ investment in library resources.

Implementing an RFID system requires that a library collection be tagged, a project in itself which can be a time-consuming process. Previous cost estimates for the materials and equipment needed to fully convert Rowlett Public Library’s collection to RFID were approximately \$50,000-\$60,000. By way of comparison, the cost to replace the Library’s 3M security gate, now nearly 18 years old and nearing its own expiration date, will be about \$20,000. For the customer convenience, reduced staff demand, and operational efficiencies it brings, RFID is a wise investment.

RECOMMENDATION:

The Biblionix Apollo system provides all basic functionality required in a replacement ILS. Apollo has an enviable reputation for providing outstanding customer support. For the past five years, Apollo received top ratings from small libraries across all categories in the Marshall Breeding annual automation survey.

Breeding, Marshall. “Perceptions 2013: An International Survey of Library Automation.” *Library Technology Guides*. Marshall Breeding, 3 February 2014. Web. May 2014. <http://www.librarytechnology.org/perceptions2013.pl>

However, not all Apollo customers are “small” libraries. Clients include the Harlingen Public Library, with a collection 1.5 times larger than Rowlett’s. Libraries in Georgetown, New Braunfels and West Lake Hills, with similarly-sized collections, transact 2 to 2.5 times the annual number of checkouts that Rowlett does. A newly developed Apollo Acquisitions’ module tracks orders for materials and manages expenditures and budget fund hierarchies. Orders can be placed with participating vendors through EDI (Electronic Data Interchange). Apollo offers substantial reporting capabilities and comes with an inventory feature as well.

Biblionix’ Software as a Service (SaaS) is sold on an annual subscription basis with a three-year pricing guarantee. Customers can cancel anytime for a pro-rata refund and the company is even willing to reduce costs if “business” declines. Mirrored hosting companies in Chicago and Dallas provide redundancy through 30 minute backups between those cities. The company’s philosophy of data ownership is that libraries own their own data and can download all of it, at any time, at no cost, whether to create their own backups or to change to a different system. All libraries are on the same version of the software. Most updates are done with virtually no interruption of service or involvement of staff. Two-day on-site implementation and training is

supplemented with videos and monthly online learning sessions. When a go live date has been determined, system migration can take place overnight.

Apollo is neither a complex, nor an overly sophisticated system. The catalog offers a customizable screen display with one-click icons that facilitate access to expensive (and sometimes harder to find) online databases and sources of downloadable media. The catalog has “Next Generation” features like suggested spellings, drop-down “hot lists,” and both mobile and desktop display options. Digital media (like OverDrive) can be integrated and made part of the catalog. Catalog item displays, while having a spreadsheet-like appearance, are intuitive and can include reviews, notes and annotations, in addition to the bibliographic basics. While Apollo lacks many of its competitors’ “bells and whistles,” one of the vendor’s strengths is that of carefully listening to their customers and incorporating recommended changes and desired enhancements. One example is a scrolling screen display of cover images (like those seen on Amazon) for newly acquired items which is soon to be released. Users can change the catalog language to Spanish (and Vietnamese too, if desired) through the click of a button.

Because it is a web-based system, Apollo can be used with existing staff computers and ancillary equipment. Purchase of replacement barcode scanners and printers is anticipated, but they would be required in any changeover to a new system. Additional equipment investments may include computers and monitors for customer self-registration stations and any future self-checkout kiosks.

In summary, Biblionix’ Apollo system is the best immediate and transitional solution for the Rowlett Public Library.

FINANCIAL/BUDGET IMPLICATIONS

Funding for this project will come from the Innovations Fund. \$80,412 is budgeted for this project.

Budget Account Number and/or Project Code	Account or Project Title	Budget Amount	Proposed Amount
105-6059-480-7812	Library ILS Replacement	\$80,412	\$23,050
Total		\$80,412	\$23,050

The modest cost in implementing Biblionix to replace the Library’s failing Horizon system leaves almost \$60,000 to fund self-checkout. This project can be fully realized through a two-phase process.

RECOMMENDED ACTION

Phase One: Replacement of the Horizon ILS is urgently needed. It is recommended that the City Council direct staff to bring forward an agenda item to award purchase of Integrated Library System software to Biblionix, LLC.

(Phase One Timeframe)

With purchase of Biblionix, staff can begin the implementation process with an anticipated “go-live” date at or near mid-August. Formal staff training will begin immediately upon conclusion of the Summer Reading Program.

Phase Two: Self-checkout is a highly desired functionality, which will literally change the way the Library does business. Staff seeks Council consensus in moving forward with the issue of an RFP for purchase of an RFID system that is compatible with the Biblionix solution.

(Phase Two Timeframe)

With issue of an RFP for an RFID system, staff can return to Council in September with recommendation for purchase. With Apollo installation complete and an RFID vendor selected, setup can be done for tag/item communication with the ILS. Staff and volunteers can begin tagging collection inventory even before going live with it. Depending on the workload required to relocate the Library to a temporary facility by Quarter 2 of FY2015, tagging may need to be interrupted or delayed until that move is accomplished. When collection tagging has reached substantial completion, additional RFID hardware can be installed and a roll-out date established.



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 3C

TITLE

Discuss the Water Meter Replacement Program. (30 minutes)

STAFF REPRESENTATIVE

Tim Rogers, Director of Public Works
Alan Guard, Chief Financial Officer

SUMMARY

The purpose of this work session item is to inform City Council of the need to purchase meters for new and existing needs and the required MXU's that provide the radio read capabilities.

The inventory of meters for replacement and new installation has now been depleted.

The current policy has been based on a ten year replacement/purchase schedule. Staff has reviewed and analyzed our current replacement/purchase schedule over the previous ten year period. Flows, velocity, volume and chemical makeup of our potable water are all factors in determining the lifespan and the optimal replacement period of a meter.

Staff has determined that the current ten year replacement program is too aggressive and creates inconsistent demands on the budget. Staff is proposing to adopt a 12-year replacement program.

BACKGROUND / HISTORY

Historically, the acquisition of meters has been inconsistent over the previous ten year period. In three years (FY2004-FY2006), the City contracted to replace nearly 60 percent of all of its water meters and converted 100 percent of all water meters to "radio read". During a five year period (FY2007-FY2011), no active replacement program existed as the City had just replaced nearly 60 percent of all of its water meters. As a result, only 9 percent were replaced during this timeframe and primarily included the replacement of broken items or the installation of new meters resulting from construction.

On August 16, 2011, staff made a presentation regarding an increasing number of water meter failures and the impact on the City's revenues. During the regular session, City Council approved a resolution for the purchase of 1,476 Sensus meters from Aqua Metric Sales Company.

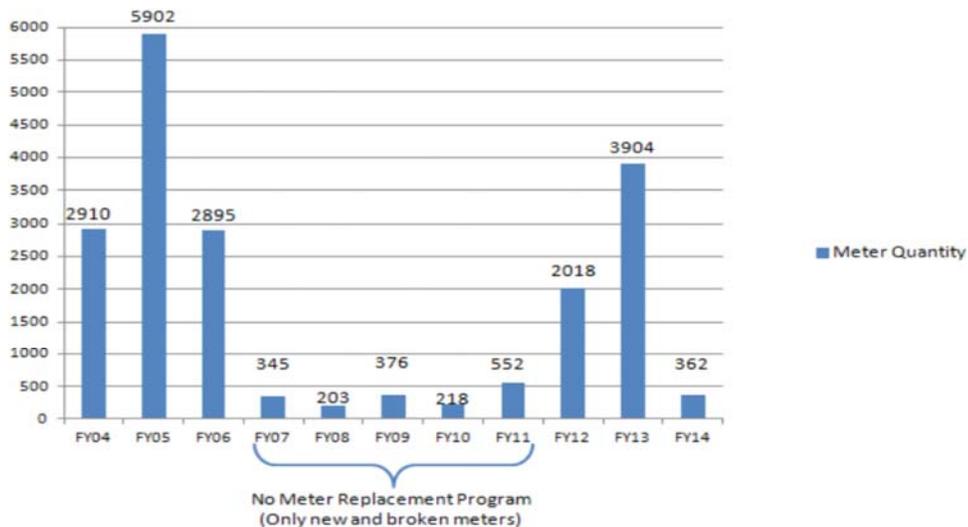
On June 19, 2012, City Council adopted Resolution Number RES-063-12, approving the purchase of 2,735 Sensus water meters from Aqua Metric Sales Company in the amount of \$399,680.37. These meters have all been installed and the inventory has since been depleted.

DISCUSSION

It has become necessary to purchase more meters at this time to continue the meter program. Staff has reviewed the current schedule and the policy regarding a ten-year schedule and has determined that a 12-year cycle is recommended. Furthermore, in order to avoid the large spikes in meter purchases as occurred in 2005, staff has developed a consistent purchasing schedule to lessen the varying demands and impact on the budget annually. This also has the benefit of smoothing out the large spike we would otherwise have when the meters purchased in FY2005 become obsolete.

As illustrated in the chart listed below, a total of 2,910 meters at an estimated cost of \$587,706 during FY2004, 5,902 meters at an estimated cost of \$905,841 in FY2005 and 2,895 meters at an estimated cost of \$583,137 in FY 2006 are due for replacement in our current ten year program. This timeframe reflects the necessity to replace nearly 60 percent of all our meters. Again, during a five year period (FY2007-FY2011), no active replacement program existed as the City had just replaced nearly 60 percent of all of its water meters. As a result, only 9 percent were replaced during this timeframe and primarily included the replacement of broken items or the installation of new meters resulting from construction. The current program reflects a sporadic replacement program and has created extreme impacts to the utility budget over a ten year period.

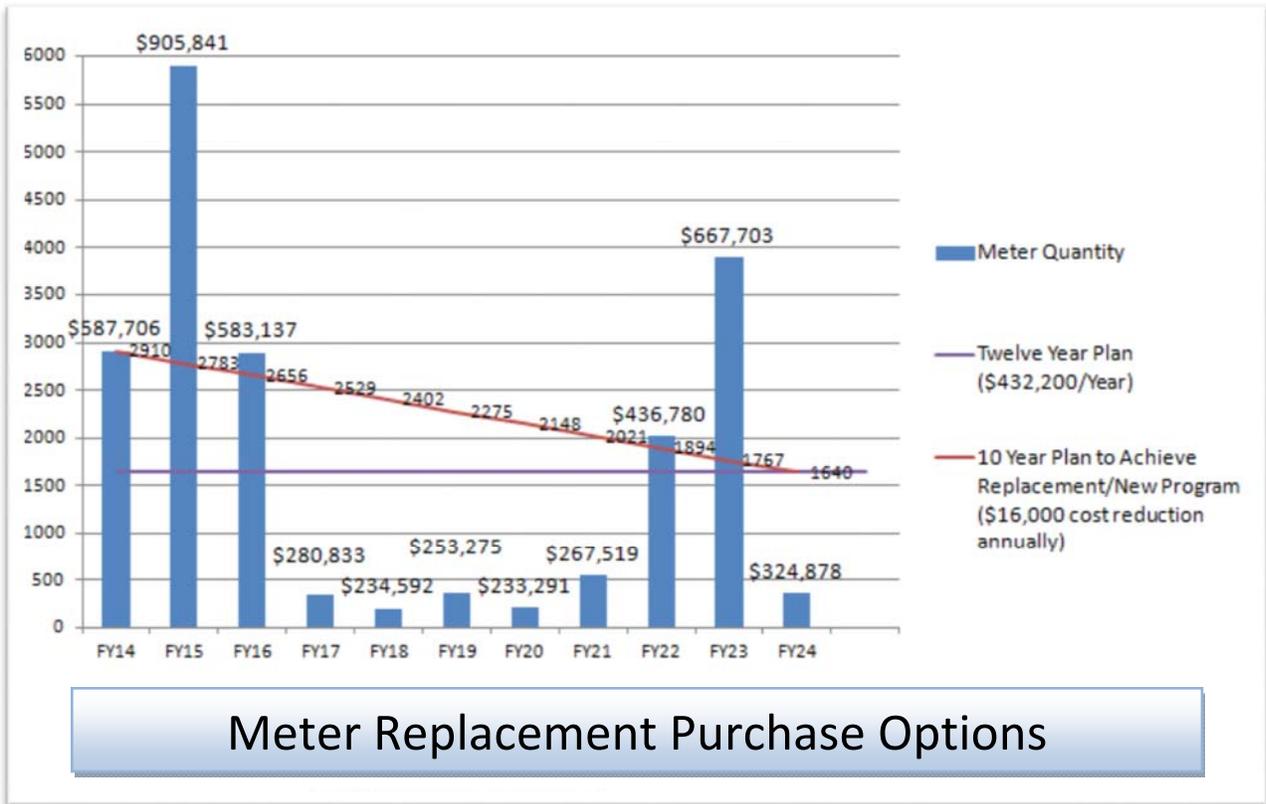
Current 10 Year Meter Replacement/New Program



The City currently has 19,685 meters installed throughout the City of various sizes and ages. According to the Texas Commission on Environmental Quality and the American Water Works Association (AWWA) guidelines, meters should be tested and/or replaced at least every ten to 12 years. In order to avoid the large spikes in meter purchases as occurred in 2005, staff has developed, and is proposing, a more consistent purchasing schedule over a 12 year period.

According to the AWWA, a small residential meter is accurate if it measures plus or minus 1.5 percent of all the water passing through it. Over time, there is substantial water loss through meters based on the age of a meter. As a result, there is a direct correlation to the loss of water and revenues collected by the data recorded from the meter. As the meters age, the failure is typically in favor of the customer; therefore revenue will decline. Implementation of a meter replacement program will not only show a decrease in apparent loss, but also helps stabilize our revenue stream.

Options to achieve the 12 year meter program are as indicated in the chart below. The 12 year plan would cost approximately \$432,200/year. This plan will provide a more consistent approach. The ten year option would initially cost \$587,706 declining \$16,000/year over ten years. This plan will ensure the consistent purchase program in ten years.



As indicated above, the City authorized the purchase of additional meters in August 2011 and in June 2012. In FY2013, City staff reached its goal of replacing 4,441 meters that were older than ten years. This inventory has been used up and it is now time to order new meters.

These meters are needed for our replacement/new/MXU water meter program. It is not necessary to obtain additional competitive bids since this proposal is for additional components to our system. Texas Local Government Code provides exemptions for components such as these in 252.022 General Exemptions (a) (7) a procurement of items that are available from only one source, including (D) captive replacement parts of components for equipment. Aqua Metric Sales Company is the sole distributor of Sensus water meters in the Texas region.

FINANCIAL/BUDGET IMPLICATIONS

There are two options to fund this program. The program can be funded by an increasing amount of annual lease payments (i.e. year one, one lease payment, year two, two lease payments, all the way up until year five with five lease payments, then five per year going forward, see below). Or it can be funded at the full amount of \$432,200 per year each year.

If it is determined to lease/purchase the meters and MXU's, funding in the amount of \$95,472 will be included in the FY2015 budget for the first of five lease purchase payments for Public Works Water/Wastewater Administration in account 160-4562-500-7405. Starting in year five, the annual expenditure will grow to \$477,360 per year. The first payment would be scheduled

on or about October 15, 2014. If it is determined to purchase the meters outright, the FY2014 budget will need to be amended to include \$432,200.

Increasing Lease Payment Schedule for Water Meter Program

Year	FY2015	FY2016	FY2017	FY2018	FY2019	Total
FY2015	\$95,472	\$95,472	\$95,472	\$95,472	\$95,472	\$477,360
FY2016		95,472	95,472	95,472	95,472	381,888
FY2017			95,472	95,472	95,472	286,416
FY2018				95,472	95,472	190,944
FY2019					95,472	95,472
Total	\$95,472	\$190,944	\$286,416	\$381,888	\$477,360	\$1,432,080

STAFF RECOMMENDATION

Due to the current drought and its impact on the ability of the City to generate revenue through water sales and in order to smooth out the future spikes in the budget, Staff recommends transition to a 12-year replacement schedule by lease-financing. This will allow for better planning of meter replacement and, by FY2019, an ongoing source of funding.

ATTACHMENT

N/A



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 5A

TITLE

Recognition of service, presentation and personal remarks from City Councilmembers Place One – Doug Phillips and Place 5 – Chris Kilgore.

STAFF REPRESENTATIVE

Laura Hallmark, City Secretary

POLICY EXPLANATION

Councilmember Phillips and Mayor Pro Tem Kilgore will be recognized for their service to the community.



City of Rowlett
Staff Report

4000 Main Street
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AGENDA DATE: 06/03/14

AGENDA ITEM: 5B

TITLE

Administration of Oaths of Office and personal remarks from City Councilmembers Place Three and Place Five.

STAFF REPRESENTATIVE

Laura Hallmark, City Secretary

BACKGROUND / HISTORY

On Tuesday, May 20, 2014, the May 10, 2014 Election votes for Councilmembers Places One, Three and Five were officially canvassed. Each Councilmember has submitted a Statement of Appointed or Elected Official to the Office of the City Secretary, which is required before taking their Oath of Office.

POLICY EXPLANATION

Each elected official will be administered their Oath of Office.



City of Rowlett

Staff Report

4000 Main Street
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AGENDA DATE: 06/03/14

AGENDA ITEM: 5C

TITLE

Hear presentation of the Monthly Financial report for the period ending April 30, 2014.

STAFF REPRESENTATIVE

Alan Guard, Chief Financial Officer

SUMMARY

Attached is the Comprehensive Monthly Financial Report for April 2014, in accordance with the City Council's financial strategy to provide timely and accurate reporting. The fiscal year for the City of Rowlett is October 1 through September 30. Seven months of FY2014, or 58.3 percent of the fiscal year is complete.

BACKGROUND INFORMATION

The City of Rowlett Department of Financial Services is dedicated to excellence in local government, comprehensive fiscal management, compliance and reporting. The Comprehensive Monthly Finance Report (CMFR) is a unique document that is prepared each month and is directed at providing our audience (internal and external users), with important information about the City's financial position and operations.

DISCUSSION

Attached is the Comprehensive Monthly Financial report for April 2014. Seven months of FY2014, or 58.3 percent of the fiscal year is complete.

Revenues: Overall, the City has earned or received \$54.4 million for FY2014. This amount is 66.8 percent of the approved operating budget of \$81.4 million and is 0.3 percent more than forecast through the month of April.

- General Fund revenues are \$0.5 million or 2.2 percent higher than expected.
- Utility Fund revenues are \$0.6 million or 4.3 percent lower than expected.

Expenditures: Expenses totaled \$50.2 million year-to-date for FY2014. This amount is 61.9 percent of the approved operating budget of \$81.0 million and is 2.3 percent lower than forecast through the month of April.

- General Fund expenditures are \$1.2 million or 6.0 percent lower than expected.
- Utility Fund expenditures are \$0.2 million or 1.3 percent lower than expected.

Surplus: The net surplus from operations through April is \$4.2 million, which is \$1.3 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total increase of \$0.4 million.

FINANCIAL/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

Information only. The Comprehensive Monthly Financial Report – April 30, 2014 is attached to this agenda item as Attachment 1.

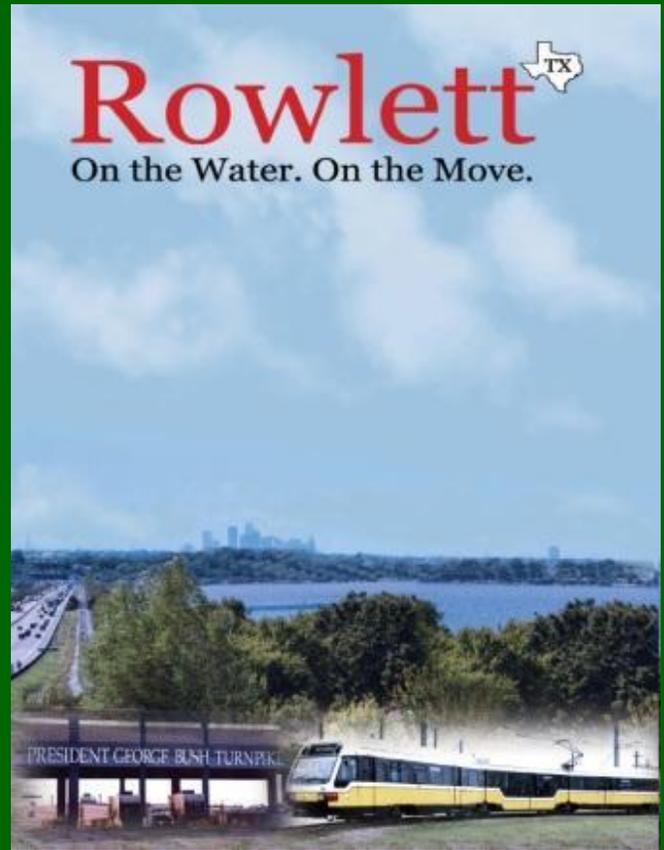
ATTACHMENT

Attachment 1 – Comprehensive Monthly Financial Report – April 30, 2014



**Comprehensive
Monthly
Financial Report**

April 2014





MONTHLY FINANCIAL REPORT

PERFORMANCE AT A GLANCE

APRIL 2014

	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 4
GENERAL FUND REV VS EXP	POSITIVE	Page 5
PROPERTY TAXES	POSITIVE	Page 5
SALES TAXES	POSITIVE	Page 6
FRANCHISE FEES	POSITIVE	Page 6
UTILITY FUND REV VS EXP	WARNING	Page 7
SEWER REVENUES	WARNING	Page 7
WATER REVENUES	NEGATIVE	Page 8
WATER USAGE	NEGATIVE	Page 8
REFUSE FUND REV VS EXP	NEGATIVE	Page 9
DRAINAGE FUND REV VS EXP	POSITIVE	Page 9
DEBT SERVICE FUND REV VS EXP	POSITIVE	Page 10
EMPLOYEE BENEFITS REV VS EXP	POSITIVE	Page 10

PERFORMANCE INDICATORS

POSITIVE

= Positive variance or negative variance < 1% compared to seasonal trends.

WARNING

= Negative variance of 1-5% compared to seasonal trends

NEGATIVE

= Negative variance of >5% compared to seasonal trends.



ECONOMIC INDICATORS

APRIL 30, 2014 – NEWS FOR YOU

ECONOMY

National GDP:

GDP - the output of goods and services produced by labor and property located in the US – increased at a rate of 0.1% in the 1st quarter of 2014 after increasing 2.6% in the 4th quarter of 2013 as reported by the Bureau of Economic Analysis. The slowdown in growth reflects a downturn in exports, business investment, a larger decrease in inventory investment and a slowdown in consumer spending.

Texas Retail Sales:

Texas retail sales totaled \$40.5 billion for the month of February, an increase of \$1.8 billion (4.7%) over February 2013.

Texas Leading Index:

The Texas Leading Index is a single summary statistic that sheds light on the future of the state's economy. The index is a composite of eight leading indicators—those that tend to change direction before the overall economy. The index increased 1.0% between the months of January and February.

UNEMPLOYMENT

National Unemployment:

The national unemployment rate decreased from 6.7% to 6.3% from March to April.

State-Wide:

The Texas unemployment rate for March, 2014 was 5.5%, 0.9% less than March, 2013.

Rowlett:

The City of Rowlett unemployment rate for March, 2014 was 5.4%, 0.4% less than March, 2013. Note – city unemployment rates are not seasonally adjusted.

Attached is the Comprehensive Monthly Financial report for April 2014. Seven months of FY 2014, or 58.3% of the fiscal year is complete.

Revenues: Overall, the City has earned or received \$54.4 million for FY 2014. This amount is 66.8% of the approved operating budget of \$81.4 million and is 0.3% more than forecast through the month of April.

- General Fund revenues are \$0.5 million or 2.2% higher than expected.
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Surplus: The net surplus from operations through April is \$4.2 million which is \$1.3 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total increase of \$0.4 million.

NOTEWORTHY

ONCE EVERY TWO WEEKS LANDSCAPE WATERING RESTRICTIONS (STAGE 3 WATER RESTRICTIONS) EXTENDED THROUGH AT LEAST MAY 31, 2014

In an effort to preserve the resources and water supplies available now, the North Texas Municipal Water District (NTMWD) has voted to continue the winter watering strategies of Stage 3 of its Drought Plan. The goal of Stage 3 is a 10% reduction in water use and increased awareness in ongoing water conservation efforts.



CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014

BUDGET SUMMARY OF ALL FUNDS FY2014

	2014 <u>Budget</u>	2014 <u>Forecast</u>	2014 <u>Year-to-Date</u>	<u>Variance</u>
Beginning Reserves	\$ 16,862,505	\$ 16,862,505	\$ 16,862,505	0.0%
Revenues:				
General	33,671,772	24,814,220	25,360,732	2.2%
Water & sewer	27,531,543	14,686,735	14,054,579	-4.3%
Debt service	8,246,662	7,828,139	7,788,078	-0.5%
Drainage	1,346,939	785,694	775,698	-1.3%
Refuse	4,835,889	2,820,827	2,817,380	-0.1%
Employee health benefits	4,095,123	2,388,822	2,268,724	-5.0%
Impact fees	44,357	26,165	235,885	801.5%
Police seizure	100,550	58,654	114,407	95.1%
Economic development	316,694	184,738	184,449	-0.2%
Innovations	-	-	793	0.0%
Hotel/motel tax	47,752	24,831	33,758	36.0%
P.E.G.	85,042	42,098	43,912	4.3%
Grants	41,838	21,500	107,922	402.0%
Community Development Block Grant	191,254	111,566	159,958	43.4%
Inspection Fees Fund	169,333	98,778	95,671	-3.1%
Juvenile diversion	33,281	19,414	21,309	9.8%
Court technology	26,936	15,713	17,232	9.7%
Court security	20,035	11,687	12,580	7.6%
Golf course	601,728	300,948	301,404	0.2%
Total Revenues	\$ 81,406,728	\$ 54,240,529	\$ 54,394,470	0.3%
Expenses:				
General	35,101,079	20,493,988	19,259,919	-6.0%
Water & sewer	25,703,823	17,046,517	16,828,139	-1.3%
Debt service	8,246,662	6,778,539	6,810,282	0.5%
Drainage	1,303,580	815,882	766,608	-6.0%
Refuse	4,728,613	2,778,241	3,025,745	8.9%
Employee health benefits	4,070,097	2,374,223	2,184,025	-8.0%
Impact fees	30,000	17,500	-	-100.0%
Police seizure	100,550	58,654	430,203	633.5%
Economic development	355,588	206,015	202,667	-1.6%
Innovations	224,605	131,020	92,818	-29.2%
Hotel/motel tax	42,749	24,937	5,418	-78.3%
P.E.G.	71,811	41,429	40,922	-1.2%
Grants	41,838	21,500	107,922	402.0%
Community Development Block Grant	191,254	111,566	159,958	43.4%
Inspection Fees Fund	146,144	85,251	-	-100.0%
Juvenile diversion	33,210	19,373	17,141	-11.5%
Court technology	29,145	17,001	31,356	84.4%
Court security	24,102	14,060	18,865	34.2%
Golf course	601,728	311,075	204,583	-34.2%
Total Expenses	\$ 81,046,578	\$ 51,346,771	\$ 50,186,571	-2.3%
Current Year				
Surplus/(Shortfall)	\$ 360,150	\$ 2,893,759	\$ 4,207,899	45.4%
Ending Reserves	\$ 17,222,655	\$ 19,756,264	\$ 21,070,404	6.7%

Positive

Warning

Negative

Positive variance or negative variance <1% compared to forecast

Negative variance between 1%-5% compared to forecast

Negative variance >5% compared to forecast

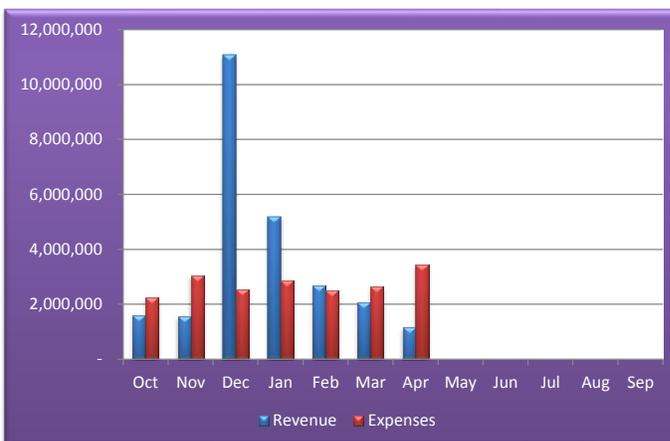


**CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014**

OVERALL FUND PERFORMANCE

GENERAL FUND REVENUES VS EXPENSES FY2014

Month	2014 Revenue	2014 Expenses	Monthly Variance
Oct	1,600,503	2,235,034	\$ (634,531)
Nov	1,555,810	3,052,790	(1,496,980)
Dec	11,090,742	2,532,120	8,558,622
Jan	5,184,857	2,858,962	2,325,895
Feb	2,670,847	2,488,264	182,583
Mar	2,084,191	2,653,398	(569,207)
Apr	1,173,782	3,439,351	(2,265,569)
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
Total	\$ 25,360,732	\$ 19,259,919	\$ 6,100,813
Cumulative Forecast	\$ 24,814,220	\$ 20,493,988	\$ 4,320,231
Actual to Forecast \$	\$ 546,512	\$ (1,234,070)	\$ 1,780,581
Actual to Forecast %	2.2%	-6.0%	



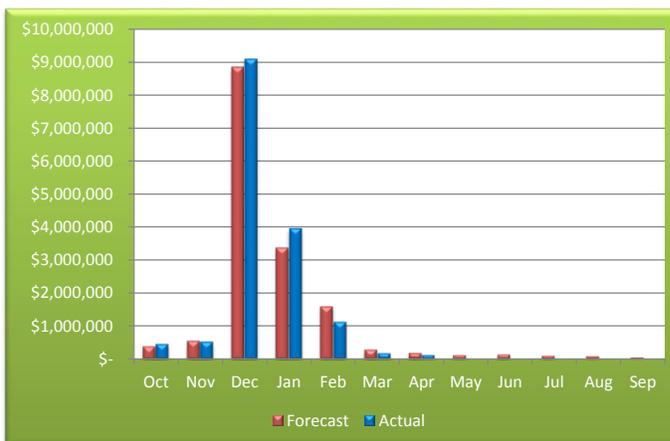
Positive

Cumulatively overall, the General Fund is better than forecasted for this time of the year, with revenues exceeding the forecast by 2.2% and expenses 6.0% lower than forecasted. These differences are primarily due to higher than expected property tax collections and sales tax revenues, vacancy savings and lower than expected supplies expenses.

REVENUE ANALYSIS

PROPERTY TAXES FY2014

Month	2014 Forecast	2014 Actual	Monthly Variance
Oct	\$ 388,488	\$ 460,233	\$ 71,745
Nov	561,872	531,720	(30,152)
Dec	8,847,877	9,078,518	230,641
Jan	3,403,794	3,978,058	574,264
Feb	1,608,725	1,136,084	(472,641)
Mar	290,844	181,028	(109,816)
Apr	184,755	118,224	(66,531)
May	117,901	-	-
Jun	140,464	-	-
Jul	102,440	-	-
Aug	89,645	-	-
Sep	50,372	-	-
Total	\$ 15,787,177	\$ 15,483,865	\$ 197,510
Actual to Forecast			1.3%



Positive

Property taxes represents nearly 50% of the total General Fund revenue budget and serves as the primary funding source for the general government. Property taxes are generally collected in December of each year. Cumulatively overall, property tax revenues are 1.3% higher than forecasted for this time of the year.

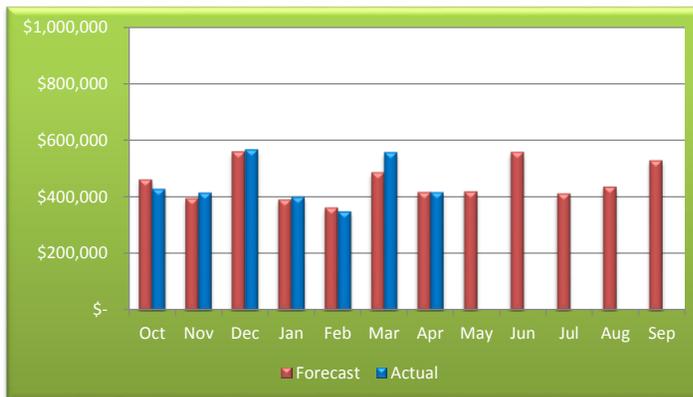


**CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014**

REVENUE ANALYSIS

SALES TAXES FY2014

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 459,941	\$ 427,851	\$ (32,090)
Nov	394,348	414,283	19,935
Dec	558,732	565,590	6,858
Jan	389,630	399,637	10,007
Feb	361,544	348,585	(12,959)
Mar	485,196	556,530	71,334
Apr	416,016	416,016	-
May	417,960		
Jun	557,046		
Jul	410,975		
Aug	434,864		
Sep	526,923		
Total	\$ 5,413,175	\$ 3,128,491	\$ 63,084
<i>Actual to Forecast</i>			2.1%



Positive

Sales tax is an important indicator of financial health for the Rowlett community. Sales taxes are collected by the State Comptroller and are recorded two months later. The sales taxes reported here for March are 14.7% higher than projected. Cumulatively, sales taxes are 2.1% higher than projected. Sales taxes for April are an estimate.

REVENUE ANALYSIS

FRANCHISE FEES FY2014

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ -	\$ -	\$ -
Nov	-	-	-
Dec	652,928	-	(652,928)
Jan	-	405,092	405,092
Feb	333,775	659,673	325,898
Mar	642,098	-	(642,098)
Apr	-	556,094	556,094
May	-		
Jun	528,568		
Jul	-		
Aug	-		
Sep	852,633		
Total	\$ 3,010,000	\$ 1,620,859	\$ (7,941)
<i>Actual to Forecast</i>			-0.5%



Positive

Franchise fees represents nearly 10% of the total General Fund budget and include electric, gas, cable and telecommunications. Most fees are paid quarterly with natural gas being paid yearly in February. Franchise payments are currently 0.5% lower than projected for the fiscal year.



**CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014**

OVERALL FUND PERFORMANCE

UTILITY FUND REVENUES VS EXPENSES FY2014

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 2,506,570	\$ 1,769,999	\$ 736,571
Nov	2,111,806	2,053,463	58,343
Dec	1,899,070	1,913,043	(13,973)
Jan	1,894,254	1,945,298	(51,044)
Feb	1,840,086	1,845,514	(5,429)
Mar	1,865,352	5,579,472	(3,714,120)
Apr	1,937,442	1,721,349	216,092
May			-
Jun			-
Jul			-
Aug			-
Sep			-
Total	\$ 14,054,579	\$ 16,828,139	\$ (2,773,560)
Cumulative Forecast	\$ 14,686,735	\$ 17,046,517	\$ (2,359,782)
Actual to Forecast \$	\$ (632,156)	\$ (218,378)	\$ (413,778)
Actual to Forecast	-4.3%	-1.3%	



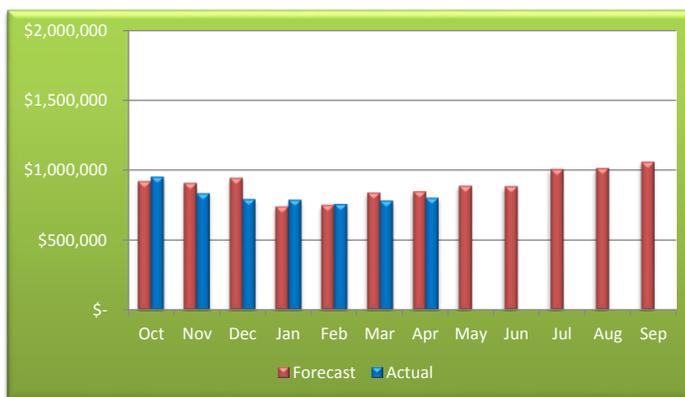
Warning

Utility fund revenues are 4.3% lower than forecast, and expenses are 1.3% lower than expected. These differences are primarily due to lower than expected water and sewer revenues. The fund makes semi-annual debt payments in March and September.

REVENUE ANALYSIS

SEWER REVENUES FY2014

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 919,553	\$ 950,609	\$ 31,056
Nov	907,875	832,809	(75,066)
Dec	942,658	791,813	(150,845)
Jan	738,313	788,346	50,033
Feb	750,346	757,401	7,055
Mar	837,264	780,639	(56,625)
Apr	847,397	802,118	(45,279)
May	886,960		
Jun	884,119		
Jul	1,006,135		
Aug	1,014,318		
Sep	1,058,609		
Total	\$ 10,793,547	\$ 5,703,735	\$ (239,671)
Actual to Forecast			-4.0%



Warning

Sewer sales represent over 40% of the Utility Fund budget and cover the cost of sewer treatment paid to City of Garland. Cumulatively overall, sewer revenues are 4.0% lower than forecasted for this time of year.

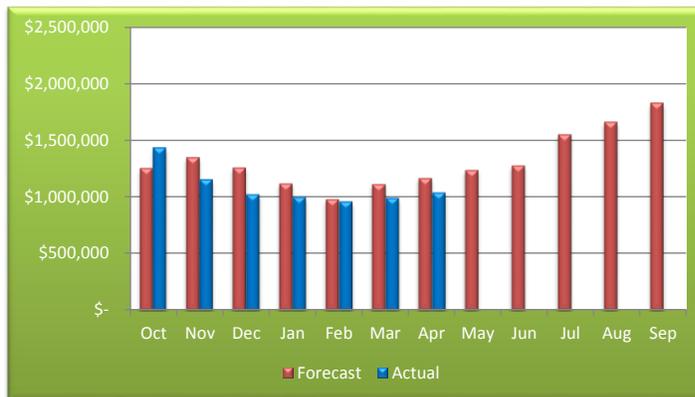


**CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014**

REVENUE ANALYSIS

WATER REVENUES FY2014

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 1,256,608	\$ 1,432,250	\$ 175,642
Nov	1,350,960	1,153,189	(197,771)
Dec	1,260,545	1,019,459	(241,086)
Jan	1,121,060	995,804	(125,256)
Feb	983,482	955,899	(27,583)
Mar	1,114,506	988,809	(125,697)
Apr	1,167,772	1,036,762	(131,010)
May	1,239,689		
Jun	1,278,088		
Jul	1,552,096		
Aug	1,663,331		
Sep	1,831,139		
Total	\$ 15,819,276	\$ 7,582,171	\$ (672,762)
<i>Actual to Forecast</i>			<i>-8.1%</i>



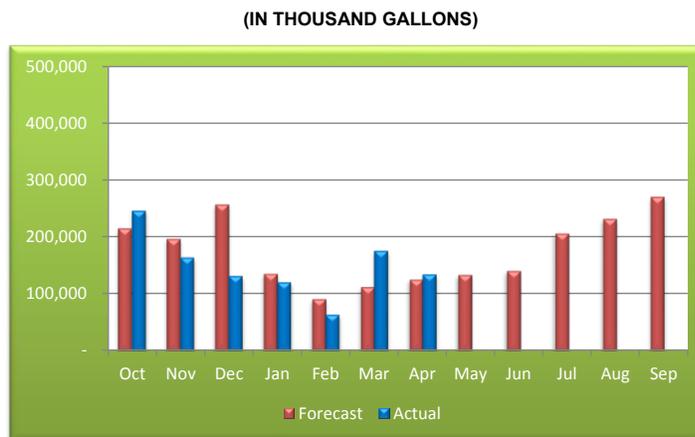
Negative

Water sales represent just over 50% of the total Utility Fund budget and cover the cost of water acquisition from the North Texas Municipal Water District. Water revenues are 8.1% less than forecasted for this time of year.

REVENUE ANALYSIS

WATER USAGE FY2014

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	214,791	244,924	30,133
Nov	196,050	163,192	(32,858)
Dec	256,386	131,044	(125,342)
Jan	135,250	119,810	(15,440)
Feb	90,680 *	63,297	(27,383)
Mar	111,904	174,862	62,958
Apr	124,977	133,624	8,647
May	133,120		
Jun	140,531		
Jul	205,774		
Aug	231,212		
Sep	269,573		
Total	2,110,249	1,030,753	(99,286)
<i>Actual to Forecast</i>			<i>-8.8%</i>



Negative

The City purchases its water from the North Texas Municipal Water District. Customer usage is 8.8% lower than forecasted for this time of the year. The contract with NTMWD requires the City to pay for a minimum of 3.2 billion gallons of water per year. *Budget amendment approved by City Council in February.



**CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014**

OVERALL FUND PERFORMANCE

REFUSE FUND REVENUES VS EXPENSES FY2014

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 393,619	\$ 395,068	\$ (1,449)
Nov	396,211	388,645	7,567
Dec	401,618	388,287	13,331
Jan	398,650	391,384	7,266
Feb	396,073	680,753	(284,680)
Mar	400,681	381,364	19,317
Apr	430,529	400,245	30,284
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
Total	\$ 2,817,380	\$ 3,025,745	\$ (208,365)
Cumulative Forecast	\$ 2,820,827	\$ 2,778,241	\$ 42,586
Actual to Forecast \$	\$ (3,447)	\$ 247,505	\$ (250,951)
Actual to Forecast	-0.1%	8.9%	



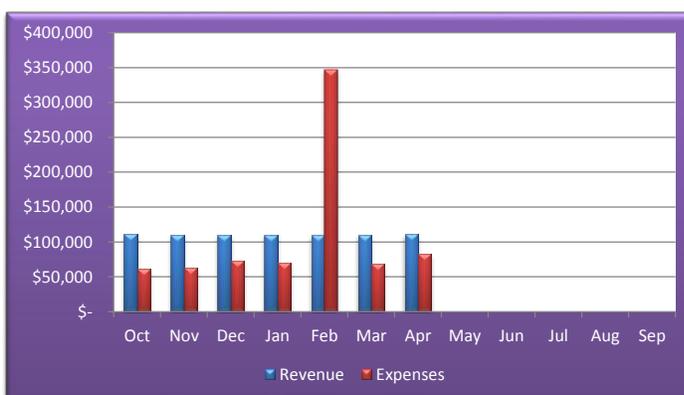
Negative

The Refuse Fund accounts for monies collected from customers on their utility bills and remitted to our solid waste provider. Revenues are currently 0.1% lower than forecasted, and expenses are 8.9% higher than forecasted due to expenses from the ice storm cleanup.

OVERALL FUND PERFORMANCE

DRAINAGE FUND REVENUES VS EXPENSES FY2014

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 111,003	\$ 61,084	\$ 49,919
Nov	110,081	63,512	46,569
Dec	110,877	73,691	37,186
Jan	110,715	70,278	40,437
Feb	110,681	347,255	(236,574)
Mar	110,885	68,186	42,699
Apr	111,456	82,602	28,854
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
Total	\$ 775,698	\$ 766,608	\$ 9,090
Cumulative Forecast	\$ 785,694	\$ 815,882	\$ (30,188)
Actual to Forecast \$	\$ (9,996)	\$ (49,274)	\$ 39,278
Actual to Forecast	-1.3%	-6.0%	



Positive

The Drainage Fund accounts for monies collected from customers on their utility bills for the municipal drainage system. Cumulatively overall, the fund is better than forecasted for this time of the year, with revenues 1.3% lower than forecasted but expenses 6.0% lower than forecasted. The first of two semi-annual bond payments was made in February.



**CITY OF ROWLETT, TEXAS
FINANCIAL STATUS DASHBOARD
April 30, 2014**

OVERALL FUND PERFORMANCE

DEBT SERVICE FUND REVENUES VS EXPENSES FY2014

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 242,680	\$ 13,921	\$ 228,759
Nov	276,231	130,274	145,957
Dec	4,377,953	7,593	4,370,360
Jan	1,934,744	12,067	1,922,677
Feb	771,850	6,631,905	(5,860,055)
Mar	106,583	13,099	93,485
Apr	78,036	1,423	76,613
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
Total	\$ 7,788,078	\$ 6,810,282	\$ 977,796
Cumulative Forecast	\$ 7,828,139	\$ 6,778,539	\$ 1,049,600
Actual to Forecast \$	\$ (40,061)	\$ 31,743	\$ (71,804)
Actual to Forecast	-0.5%	0.5%	



Positive

General Debt Service Fund is used to pay principal and interest on tax-supported debt. Overall, the fund is better than forecasted, with revenues 0.5% lower than projected, and expenses 0.5% higher than expected. The fund makes semi-annual debt payments in February and August.

OVERALL FUND PERFORMANCE

EMPLOYEE HEALTH BENEFITS FUND REVENUES VS EXPENSES FY2014

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 377,939	\$ 348,484	\$ 29,455
Nov	313,479	182,787	130,692
Dec	267,500	268,769	(1,269)
Jan	303,830	252,833	50,997
Feb	361,937	362,044	(107)
Mar	322,699	416,103	(93,403)
Apr	321,340	353,006	(31,666)
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
Total	\$ 2,268,724	\$ 2,184,025	\$ 84,698
Cumulative Forecast	\$ 2,388,822	\$ 2,374,223	\$ 14,599
Actual to Forecast \$	\$ (120,098)	\$ (190,198)	\$ 70,100
Actual to Forecast	-5.0%	-8.0%	



Positive

Employee Health Benefits Fund accounts for all health related claims paid from the City's partial self-insured fund. Overall, revenues are 5.0% lower than forecasted due to vacant positions (lower than expected employee contributions). Expenses are 8.0% lower than forecasted due to lower than expected claims.



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75030-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 5D

TITLE

Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

STAFF REPRESENTATIVE

Brian Funderburk, City Manager



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 7A

TITLE

Consider action to approve minutes from the May 20, 2014, City Council Meeting.

STAFF REPRESENTATIVE

Laura Hallmark, City Secretary

SUMMARY

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
 - (1) state the subject of each deliberation; and
 - (2) indicate each vote, order, decisions or other action taken.

BACKGROUND INFORMATION

N/A

DISCUSSION

N/A

FINANCIAL/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

Move to approve, amend or correct the minutes the May 20, 2014, City Council Meeting.

ATTACHMENT

05-20-14 City Council Meeting minutes



City of Rowlett

Action Minutes

City Council

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.

Tuesday, May 20, 2014

5:15 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Gottel, Mayor Pro Tem Kilgore, Deputy Mayor Pro Tem Gallops, Councilmember Bobbitt, Councilmember Dana-Bashian, Councilmember Phillips and Councilmember Pankratz

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:15 p.m.

2. EXECUTIVE SESSION (5:15 P.M.)* Times listed are approximate

- 2A. The City Council shall convene into Executive Session pursuant to Texas Government Code, §551.087 (Economic Development) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney, to discuss and deliberate commercial or financial information received from business prospects and the offer of financial or other incentives to business prospects that the governmental body seeks to have locate, stay, or expand in the Downtown District, and to discuss economic development incentives and a Development Agreement with Integral Development LLC and Catalyst Urban Development LLC on City owned property located in Downtown. (45 minutes)

Council convened in Executive Session at 5:15 p.m. Out at 7:18 p.m.

Councilmember Dana-Bashian left the meeting at 6:15 p.m.

3. WORK SESSION (6:00 P.M.)* Times listed are approximate

- 3A. Discussion regarding the economic development agreements with Integral Development LLC and Catalyst Urban Development LLC as the City's development partner for the development of "Village of Rowlett," a mixed use catalytic project located on specific City-owned property within the Downtown District. (30 minutes)

Due to time constraints, this item was discussed with the accompanying item for Individual Consideration – 8C.

- 3B.** Discuss development agreement with American Golf Corporation for projects at Waterview Golf Course. (30 minutes)

City Manager, Brian Funderburk, reviewed the list of proposed improvements, timeline for projects, and recapped the discussions held with American Golf Corporation. Council discussion regarding the necessity to begin the projects that are ready immediately. There was consensus of Council that the results of the tee/bunker study be reviewed by the Golf Advisory Board and a subsequent recommendation made to Council.

- 3C.** Discuss changes associated with the Substantial Amendment to the City of Rowlett Community Development Block Grant 2011-2015 Consolidated Plan and 2013 Annual Plan for Community Development Needs; and seek direction from City Council with regard to the Housing Rehabilitation program. (15 minutes)

Due to time constraints, this item was discussed with the accompanying item for Individual Consideration – 8A.

- 3D.** Discuss the appointment of a representative from the City Council to the Regional Transportation Council of the North Central Texas Council of Governments (NCTCOG). (15 minutes)

After a short break following the regular session, Council reconvened in the Work Session at 10:03 to discuss this item.

Jim Proce, Assistant City Manager, provided information on the Regional Transportation Council. Mayor Gottel will discuss this topic with the Mayors of the cluster cities.

4. DISCUSS CONSENT AGENDA ITEMS

Council took a short break at 7:35 p.m.

CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)*

Reconvened at 7:40 p.m. Councilmember Dana-Bashian returned for the regular session.

INVOCATION – Ann Dotson, First Christian Church

PLEDGE OF ALLEGIANCE

TEXAS PLEDGE OF ALLEGIANCE – Led by the City Council

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Hear Second Quarter Investment Report for March 31, 2014.

Alan Guard, Chief Financial Officer, presented the report.

5B. Proclamations recognizing the 2014 Rowlett Arts and Humanities Commission's Young Artist Exhibit winners.

Councilmember Pankratz presented the proclamations for the following winners:

- First Place winner in the Elementary division, two-dimensional category: Caroline Thomas for her entry, "Flowers in Vase". Caroline attends Amy Parks Elementary School.
- First Place winner in the Elementary division, three-dimensional category: Julia Pollard for her entry, "Ripples". Julia attends Amy Parks Elementary School.
- First Place winner in the Middle School division, two-dimensional category: Braden Wolf for his entry, "Marble in Yellow". Braden attends J.W. Williams Middle School.
- First Place winner in the Middle School division, three-dimensional category: Kaily Greeley for her entry, "White Wolf". Kaily attends J.W. Williams Middle School.
- First Place winner in the High School division, two-dimensional category: Abel Joaquin for his entry, "Half and Half". Abel attends Rowlett High School.
- First Place winner in the High School division, three-dimensional category: Nicolas Mouldur for his entry, "Vase with Slip Flowers". Nicolas attends Rowlett High School.

5C. Proclamation recognizing the week of May 18 – 24, 2014 as National Public Works Week.

Deputy Mayor Pro Tem Gallops presented the proclamation to Tim Rogers, Director of Public Works and several members of the Public Works staff.

5D. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

Mayor Gottel announced the following: Upcoming City Council meetings will be held Tuesday, June 3rd and 17th; Regular Meeting - City Hall Conference Room; Tuesday, June 10th; Special Work Session. Upcoming Planning & Zoning Commission meetings will be Tuesday, May 27th, June 10th and 24th; 6pm in City Hall Conference Room. Unofficial results for May 10th election: Place 1 – Robbert van Bloemendaal; Place 3 – Carl Pankratz; Place 5 – Rick Sheffield. Swearing-in ceremony for new councilmembers and reception for outgoing councilmembers will be held during the June 3rd Council meeting. Early voting for Primary runoff election in the Annex Building behind City Hall – Monday May 19th through Friday May 23rd, 7am – 7pm. Runoff Election Day Tuesday, May 27th from 7 am – 7 pm. Reminder that a photo ID is now required to vote in Texas. ROWLETT. MY COMMUNITY. MY MONEY. MY CHOICE. CAMPAIGN – give us your .2¢. Survey is now closed. Update will be presented to Council and the public at the next special work session on Tuesday, June 10th. STAGE 3 WATER RESTRICTIONS – residents can water Once Every TWO Weeks. A Low-cost vaccine clinic will be held at the Animal Shelter on Saturday, May 24th from 2-4pm at 4402 Industrial Street. Normal Business hours are Monday-Friday, 10am – 5pm and Saturday, 10:30am – 5pm. Upcoming events for Parks and Recreation: Memorial Day Celebration featuring Touch A Truck– Saturday, May 24th- 10:00am - 1:00pm. Memorial Day Ceremony held at 10am at Veterans Park. Fireworks on Main – Friday, July 4th, starts at 6pm. Wet Zone opened Saturday, May 17th. Check out the Parks & Recreation page on our website for hours of operation and more information. Upcoming events at the Rowlett Public Library: Summer Reading Program starts June 9th! Kick-off Party on Monday, June 9th from 10am – noon at Library, runs June 9th – August 1st. Check out everything going on at the Library this

summer at Rowlett.com or the *Rowlett on the Move* newsletter. Rowlett Fire Rescue – Safe Sitter Class, Saturday, May 31st. Rowlett Community Centre; Ages 11-16; \$60. Register at 972/412-6230. Rowlett Police Department – 10th Annual Police Bicycle Rodeo, Saturday, May 24th, 10am – 1pm, on Main Street. All City offices and facilities will be closed Monday, May 26th for Memorial Day. Waste Management will run regular trash service that day.

6. CITIZENS' INPUT

1. Jennifer Glick, 3010 Weems Way, Rowlett; addressed traffic and safety issues related to the Village of Rowlett project.
2. Diane Lemmons, 7409 Harbor Drive, Rowlett; spoke in favor of the Village of Rowlett project.
3. Mike Lancaster, 9916 Dalrock Road, Rowlett; spoke in opposition to the Village of Rowlett project.
4. Rick Sheffield, 3610 Delia Street, Rowlett; spoke in favor of the Village of Rowlett project.

7. CONSENT AGENDA

- 7A.** Consider action to approve minutes from the March 27, 2014, City Council Joint Meeting, and the May 6, 2014, City Council Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action to approve a resolution denying the rate increase requested by Atmos Energy Corp., Mid-Tex Division.

This item was approved as RES-037-14 on the Consent Agenda.

- 7C.** Consider action to approve a resolution awarding a bid for the purchase of two 2015 Dodge Ram 4500 Diesel Ambulances to Horton Emergency Vehicles in the amount of \$180,971 each for a grand total of \$361,942 through the Interlocal Cooperative Purchasing Agreement with Houston-Galveston Area Council (H-GAC).

This item was approved as RES-038-14 on the Consent Agenda.

- 7D.** Consider action to approve a resolution exercising the first of three one-year renewal options for the purchase of emergency medical supplies and medication for Rowlett Fire Rescue to Bound Tree Medical LLC as the primary vendor and Henry Schein Matrix as the alternate vendor in the unit prices bid and in an estimated annual amount of \$65,000 through the Interlocal Cooperative Purchasing Agreement with the City of Cedar Hill.

This item was approved as RES-039-14 on the Consent Agenda.

- 7E.** Consider action approving a resolution amending the Master Fee Schedule for rate and fee changes to the Emergency Services section for Ambulance Fees.

This item was approved as RES-040-14 on the Consent Agenda.

- 7F. Consider action to approve a resolution entering into an Interlocal Agreement with Dallas County Schools, which will allow both governmental entities to cooperatively purchase goods and services under each other's competitively bid contracts.

This item was approved as RES-041-14 on the Consent Agenda.

- 7G. Consider action to approve a resolution approving a list of projects for Waterview Golf Course for an estimated amount of \$830,448 and a budgetary contingency of \$50,000 for a total amount not to exceed \$880,448.

At the request of Councilmember Pankratz, this item was removed from the Consent Agenda for Individual Consideration.

Mr. Funderburk clarified the funding source for these projects comes from the rental payment from American Golf Corporation, which is derived from course user fees. He further explained there is a 12 month debt payment reserve.

A motion was made by Councilmember Pankratz, seconded by Councilmember Bobbitt, to approve the item as presented with the condition that the tee and bunker study be reviewed by the Golf Advisory Board and their recommendations be reviewed by the City Council. The motion carried with a vote of six in favor (Pankratz, Phillips, Bobbitt, Gottel, Kilgore, Gallops) and one opposed (Dana-Bashian). This item was adopted as RES-042-14.

- 7H. Consider action to approve a resolution authorizing the purchase of a wastewater pump for the Westside Lift Station to Xylem Water Solutions USA, Inc. in the amount of \$65,619.36.

This item was approved as RES-043-14 on the Consent Agenda.

- 7I. Consider action to approve a resolution accepting the bid of and awarding a contract to Camino Construction, Incorporated in the amount of \$1,100,879 for the total base bids and up to \$20,000 for an early completion bonus, resulting in a total project amount of \$1,120,879 for the Alley Reconstruction Project and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-044-14 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Councilmember Phillips, , seconded by Deputy Mayor Pro Tem Gallops, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried with a unanimous vote of those members present.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A. Consider action to approve a resolution approving a Substantial Amendment to the City of Rowlett Community Development Block Grant (CDBG) 2011-2015 Consolidated Plan and 2013 Annual Plan for Community Development Needs; authorizing the City Manager to execute the

Amendment; and approving and authorizing the execution of a Subrecipient Grant Agreement with Life Message, Inc. in the amount of \$28,688 for funding of health and human services primarily benefitting low-income residents during the 2013 CDBG program year.

Marc Kurbansade, Director of Development Services, provided the background information on this item. Councilmembers agreed with the options for allocation and were pleased with the selection of Life Message as a partner.

A motion was made by Mayor Pro Tem Kilgore, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was adopted as RES-045-14.

- 8B.** Consider an ordinance to amend Part V of the City of Rowlett Code of Ordinances to adopt an amended Master Thoroughfare Plan Map.

Marc Kurbansade, Director of Development Services, provided the background information on this item.

A motion was made by Councilmember Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was adopted as ORD-018-14.

- 8C.** Consider a resolution authorizing the Mayor to enter into Development Agreements with Integral Development, LLC and Catalyst Urban Development, LLC as the City's development partner for the development of "Village of Rowlett," a mixed use catalytic project located on City-owned property within the Downtown Urban Village Form Based District.

Chris Coble, with Black Label Real Estate, provided background information on the process to this point including courting developers; RFQ development and submission and selection of potential development partner; outline of the Village of Rowlett project including agreement details.

Councilmembers provided their personal thoughts on the project and Mayor Gottel thanked the citizens who participated in the process including Realize Rowlett 2020, the development group, and staff. Mr. Funderburk addressed the concerns raised by the speakers including traffic, parking, safety of pedestrians, and after school programs.

A motion was made by Councilmember Phillips, seconded by Mayor Pro Tem Kilgore, to approve the item as presented. The motion carried with a vote of five in favor (Phillips, Gottel, Kilgore, Gallops, Dana-Bashian) and two opposed (Pankratz, Bobbitt). This item was adopted as RES-046-14.

- 8D.** Consider a resolution canvassing the results of the General Election held Saturday, May 10, 2014, for the positions of Councilmember Place One, Councilmember Place Three, and Councilmember Place Five.

Laura Hallmark, City Secretary, provided the election results.

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Bobbitt, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was adopted as RES-047-14.

Council took a short break at 9:56 p.m. and reconvened in the Work Session to discuss item 3D.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS

There was no action taken.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 10:15 p.m.



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 7B

TITLE

Consider a resolution to approve Task Authorization #6-LEE with Lee Engineering, LLC, in the amount of \$353,910 to provide construction plans and specifications for the SH-66 and Dalrock Road Intersection Improvements and authorizing the Mayor to execute the necessary documents for said services.

STAFF REPRESENTATIVE

Tim Rogers, Director of Public Works
Robbin Webber, Assistant Director of Public Works

SUMMARY

This project consists of designing the left and right turn lanes; and extending the outside lane east through the SH-66 and Dalrock Road intersection. The project scope also includes designing the intersection improvements at SH-66 and Amesbury Lane.

BACKGROUND INFORMATION

The increasing traffic congestion at the SH-66 and Dalrock Road intersection has become an issue due to the increase in population over the last decade.

On September 19, 2012, staff met with representatives from the Rockwall County Planning Consortium to submit projects for consideration. Rockwall County included the Dalrock Road and SH-66 intersection improvements in their Capital Improvement Program.

On October 8, 2012, Lee Engineering was issued a task authorization to conduct an intersection analysis and to provide recommendations on how to improve traffic flow through the intersection at Dalrock and SH-66. The consultant analyzed signal timing, crash data, traffic counts and existing utility lines. The consultant submitted their recommendations and estimated cost of construction of \$2.3 million in January, 2013.

On February 4, 2013, staff submitted a proposal to Dallas County to include this project in their Major Capital Improvement Program (MCIP) 6th Call for Projects.

On August 19, 2013, Dallas County agreed to include this project in their current MCIP.

On January 17, 2014, staff and Lee Engineering met with the Texas Department of Transportation (TxDOT) to review the proposed project to address their concerns and approval of the proposed improvements. Based on TxDOT's review comments, Lee Engineering revised the original cost of services (\$340,520). The increased cost of \$13,390 was due to the additional

design required for the intersection improvements located at SH-66 and Amesbury Lane. The total cost for the design scope of services is \$353,910.

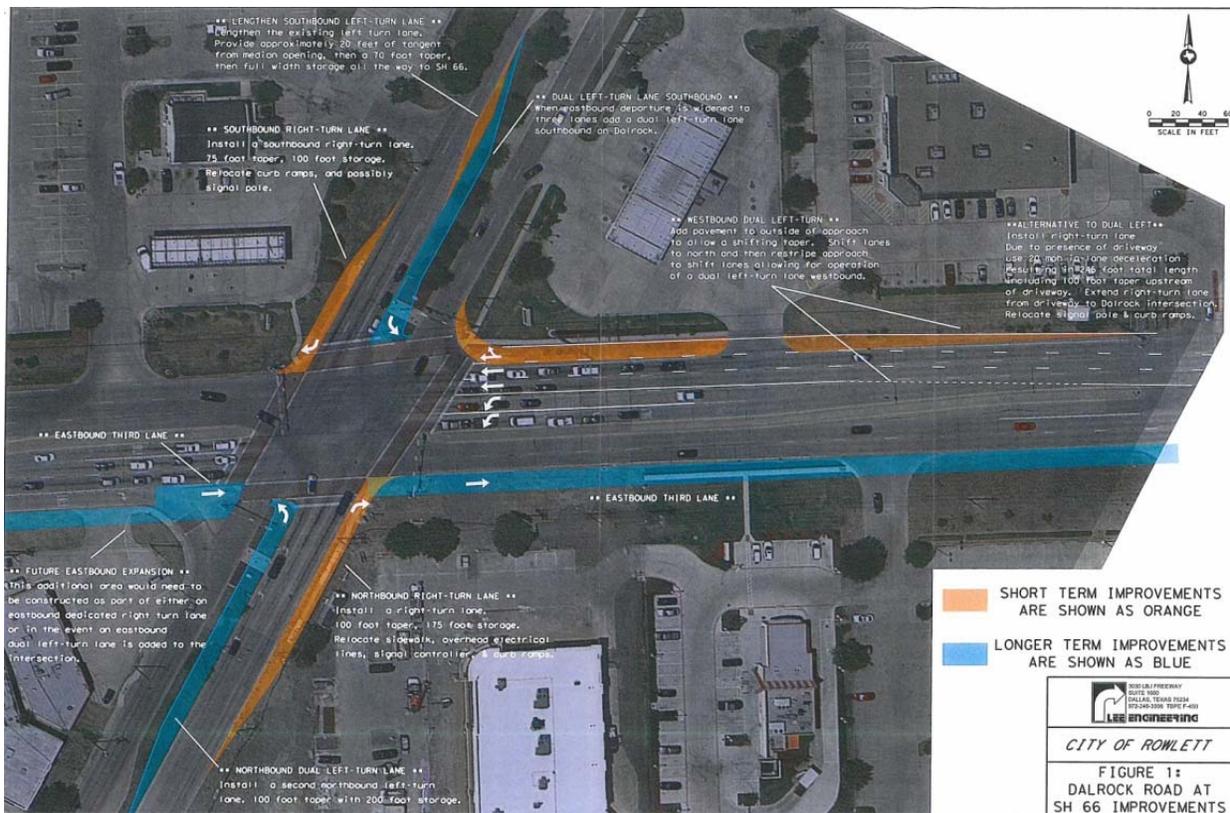
DISCUSSION

The SH-66 and Dalrock Road intersection is located within four different jurisdictions: Dallas County, Rockwall County, TxDOT, and the City of Rowlett. The unique location of the intersection provides the City with the opportunity to leverage funding from multiple sources. Although the City has the opportunity to reduce its contribution substantially by engaging these other agencies, to date, only one of the agencies (Dallas County – up to \$400,000 in FY2019) has committed to funding the project, while the other agencies have only identified this project on their lists of projects. No other funding has been committed to the project at this time. Staff will continue to pursue these sources in an effort to develop the project for construction.

TxDOT and North Central Texas Council of Governments (NCTCOG) have established several programs that require the right-of-way acquisition and design to be complete before the project is submitted for funding. In order to leverage funding for the construction of improvements from other agencies, it is imperative that our projects are “shovel ready” and the design is substantially complete. Typically, submitted projects have been passed over or deferred due to incomplete designs.

Staff identified the intersection at SH-66 and Dalrock Road as a high priority for improvements. This project was also rated high by NCTCOG and TxDOT. TxDOT ranked this project 4th of 14 intersections identified in the region. TxDOT has submitted Phase I of this project to the Highway Safety Improvement Program (HSIP) for another funding opportunity. Staff will follow this program as a part of developing the funding plan for future construction.

The following plan depicts the location of the project as well as some of the conceptual ideas to be developed:



FINANCIAL/BUDGET IMPLICATIONS

Funding in the amount \$353,910 is available for Task Authorization #6-LEE, in account/project code 407-8201-521-8001/ST2099.

Account Number and Project Code	Project Title	Budget Amount	Proposed Amount
407-8201-521-8001/ST2099	SH-66& Dalrock Road Intersection Improvements	\$943,112	\$353,910
Total		\$943,112	\$353,910

RECOMMENDED ACTION

Staff recommends City Council adopt a resolution approving Task Authorization #6-LEE with Lee Engineering in the amount of \$353,910 to provide construction plans and specifications for the SH-66 and Dalrock Road and SH-66 and Amesbury Lane intersections; and authorizing the Mayor to execute the necessary documents for said services.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING TASK AUTHORIZATION #6-LEE TO THE APPROVED PROFESSIONAL SERVICES AGREEMENT WITH LEE ENGINEERING, LLC, IN THE AMOUNT OF \$353,910 TO DESIGN AND PROVIDE CONSTRUCTION PLANS AND SPECIFICATIONS FOR THE STATE HIGHWAY 66 AND DALROCK ROAD INTERSECTION IMPROVEMENTS;

AUTHORIZING THE MAYOR TO EXECUTE THE NECESSARY DOCUMENTS FOR SAID SERVICES; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has approved a Professional Services Agreement by and between the City of Rowlett and Lee Engineering, LLC for engineering services; and,

WHEREAS, the City Council has been presented a proposed Task Authorization #6-LEE to the approved professional engineering services agreement with Lee Engineering, LLC, for plans and specifications for the intersections improvements; and,

WHEREAS, upon full review and consideration of the agreement and proposed task authorization, and all matters related thereto, the City Council is of the opinion and finds that the terms and conditions thereof should be approved, and that the Mayor should be authorized to execute Task Authorization #6-LEE on behalf of the City of Rowlett, Texas.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:

Section 1: That Task Authorization #6-LEE, pursuant to the Professional Services Agreement between the City of Rowlett and Lee Engineering, LLC, attached hereto and incorporated herein as Exhibit A, having been reviewed by the City Council of the City of Rowlett, Texas, be and is hereby approved in the amount of \$353,910; and, the Mayor be and is hereby authorized to execute the Task Authorization on behalf of the City.

Section 2: That this resolution shall become effective immediately upon its passage.

ATTACHMENTS

Exhibit A – Task Authorization #6-LEE/Professional Services Agreement
Attachment 1– SH-66 & Dalrock Road Intersection Study

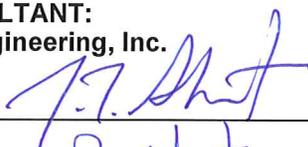


TASK AUTHORIZATION #6-LEE

Client: City of Rowlett 4000 Main Street Rowlett, TX 75088 Attn: Robbin Webber Assistant Director of Public Works	City Project No.: Consultant Project No.: T1109.37 Date: 5/22/14			
Project Description: Dalrock Road at SH 66 Intersection Improvements – Design Services				
See Attachment A – Scope				
Compensation shall be as follows: Basic Services (lump sum) \$283,515.00 Special Services (lump sum or ea or hourly) \$ 69,395.00				
Task	Description	Quantity	Unit Price	Total
1	Basic Services			
1.1	Project Management	Lump Sum	\$5,000	\$5,000
1.2a	SUE Services-Level B for GTE Manholes + Traffic Control	Lump Sum	\$3,400	\$3,400
1.4	Roadway Design Services	Lump Sum	\$63,185	\$63,185
1.5	Traffic Signal Design Services	Lump Sum	\$35,500	\$35,500
1.6	Contract Documents	Lump Sum	\$6,300	\$6,300
1.7	Design Package Submittals	Lump Sum	\$5,800	\$5,800
1	Special Services			
1.2b	SUE Services-Level B for non-GTE utilities	Hourly	\$12,300	\$12,300
1.3a	Surveying	Hourly	\$15,250	\$15,250
1.3b	ROW Exhibits	4 EA	\$1,750	\$7,000
1.8	Construction Engineering	Hourly	\$16,835	\$16,835
2	Basic Services			
2.1	Project Management	Lump Sum	\$5,000	\$5,000
2.4	Roadway Design Services	Lump Sum	\$114,930	\$114,930
2.5	Traffic Signal Design Services	Lump Sum	\$34,000	\$34,000
2.6	Contract Documents	Lump Sum	\$6,300	\$6,300
2.7	Design Package Submittals	Lump Sum	\$4,100	\$4,100
2	Special Services			
2.3	ROW Exhibits	1 EA	\$1,750	\$1,750
2.8	Construction Engineering	Hourly	\$16,260	\$16,260
		Total Not to Exceed		\$352,910
Total Contracted Fee				\$352,910
Schedule shall be as follows: See Attachment B - Schedule				

The above described services shall proceed upon return of this Task Authorization. Services will be billed monthly as they are completed. All other provisions, terms, and conditions of the agreement for services which are not expressly amended shall remain in full force and effect.

X This Task Authorization will serve as the notice to proceed.

CONSULTANT:
 Lee Engineering, Inc.
 BY: 
 TITLE: President
 DATE: 5/22/14

CITY OF ROWLETT:
 BY: _____
 TITLE: _____
 DATE: _____

**Attachment A
Scope of Services
Task Authorization No. 6**

Dalrock Road at SH 66 Intersection Improvements – Design Services

CITY OF ROWLETT, TEXAS

TASK 1 – PHASE 1 DESIGN SERVICES

Task 1.1 – Project Management

- Attend a project kick-off meeting with the City of Rowlett and TxDOT to discuss any design issues, design standards, objectives, and specific concerns regarding the design of the improvements at the Dalrock Road and Amesbury Lane intersections on SH 66.
- Collect as-built data / record drawings from the City of Rowlett and/or TxDOT, including paving plans, drainage plans, and utility plans, in hard copy and/or electronic format.
- Provide monthly updates on project status.
- Meet with the City and/or TxDOT to discuss comments after the 30%, 60%, 90% submittals.

Task 1.2 – SUE Services

- Perform subsurface utility engineering (SUE) services at the Dalrock Road and SH 66 intersection to identify all utilities except storm sewer. This task will consist of Level B services, as identified in the attached scope of services provided by The Wallace Group (dated April 23, 2014).
- SUE services for the entire Dalrock Road and SH 66 intersection improvement project (both Phase 1 and Phase 2) will be performed as part of Task 1.2.

Task 1.3 – Surveying Services

- Establish horizontal and vertical control for the proposed improvements at the Dalrock Road and SH 66 intersection, as identified in the attached scope of services provided by Gorrondona & Associates (dated April 17, 2014).
- Perform a topographic and right-of-way survey for the proposed improvements at the Dalrock Road and Amesbury Lane intersections on SH 66, as identified in the attached scope of services provided by Gorrondona & Associates (dated April 17, 2014).
- All survey work for the entire Dalrock Road and SH 66 intersection improvement project (both Phase 1 and Phase 2) will be performed as part of Task 1, except for an additional ROW parcel that may be needed as part of the Phase 2 design services.

Task 1.4 – Roadway Design Plans

- Prepare roadway plans for Phase 1 of the intersection improvements and submit to the City and TxDOT as part of Task 1.7 for review at 30%, 60%, 90% and 100% stages of completion.
- Roadway design plans will be developed as indicated in the attached scope for Phase A as provided by Chiang, Patel & Yerby (CP&Y) (dated April 22, 2014).

Task 1.5 – Traffic Signal Design Plans

- Prepare traffic signal plans for the Dalrock Road and SH 66 intersection improvements required as part of Phase 1 and submit to the City and TxDOT as part of Task 1.7 for review at 60%, 90% and 100% stages of completion.

- Prepare a signal design base map of the intersection, using the survey and roadway information from the previous tasks. A field visit will be performed to the project site to photograph key features, confirm dimensions on the base map and identify existing pole foundation locations, power source, and controller cabinet foundation.
- Prepare a preliminary signal modification design layout of the Dalrock Road and SH 66 intersection for City and TxDOT review. The preliminary layout is expected to include any new signal pole locations, conduit and wiring runs, signal heads, vehicle detection, and controller location.
- Prepare preliminary signing and pavement marking layout as a result of the improvements to the Dalrock Road and SH 66 intersection. The preliminary signing and pavement marking layout is expected to include modified stop bars and crosswalks, turn bay markings (arrows and words), and new lane striping including transitioning between the widened roadway sections at this intersection.
- The plans will conform with and will utilize City of Rowlett and TxDOT design standards. Applicable City of Rowlett and TxDOT detail sheets and standard sheets will be included, including foundation and signal mast arm details and quantities as required.

Task 1.6 – Contract Documents

- Prepare required technical specification and cost estimate data for the project. We will identify and gather all applicable City of Rowlett and TxDOT standard and special specifications required for the construction project. Quantity estimates for all applicable bid items will be tabulated with up-to-date unit costs. A draft set of specifications and cost estimate data will be included as part of the 90% submittal package.
- Gather available standard contract documents in electronic format from the City. We will then assemble the required contract documents for the bidding and letting of the project. The contract documents will include all applicable standard documents from the City, bid sheets, and technical specifications related to the project. A draft set of contract documents for review by the City will be included as part of the 90% submittal package.

Task 1.7 – Design Package Submittals

- Submit design packages to the City and TxDOT for review at 30%, 60%, 90% and 100% stages of completion. The 30% submittal package will only consist of the preliminary roadway design plans.
- We will address and incorporate comments to each submittal package as part of the next submittal.

Task 1.8 – Construction Engineering

Lee Engineering will assist in various aspects of the bidding process including the following:

- Advertisement of the project;
- Distribution of the plans and contract documents;
- Attending a pre-bid meeting;
- Attending the bid opening;
- Review and tabulation of the bids submitted;
- Attending a pre-construction meeting;
- Review of shop drawings (up to 3 submittals);
- Construction inspection (up to 3 site visits); and
- Development of Record Drawings

TASK 2 – PHASE 2 DESIGN SERVICES

Task 2.1 – Project Management

- Attend a project kick-off meeting with the City of Rowlett and TxDOT to discuss any design issues, design standards, objectives, and specific concerns regarding the design of the Phase 2 improvements at the Dalrock Road and SH 66 intersection.
- Collect as-built data / record drawings from the City of Rowlett and/or TxDOT, including paving plans, drainage plans, and utility plans, in hard copy and/or electronic format.
- Provide monthly updates on project status.
- Meet with the City and/or TxDOT to discuss comments after the 30%, 60%, 90% submittals.

Task 2.2 – SUE Services

- No SUE services will be performed as part of Task 2. All SUE services for both Phases of the Dalrock Road and SH 66 intersection were performed as part of Task 1 (Phase 1 Design Services).

Task 2.3 – Surveying Services

- All surveying services for both Phases of the Dalrock Road and SH 66 intersection were performed as part of Task 1 (Phase 1 Design Services), except there is a possibility that an additional ROW parcel may be needed as part of the Phase 2 design services.

Task 2.4 – Roadway Design Plans

- Prepare roadway plans for Phase 2 of the Dalrock Road and SH 66 intersection improvements and submit to the City and TxDOT as part of Task 2.7 for review at 30%, 60%, 90% and 100% stages of completion.
- Roadway design plans will be developed as indicated in the attached scope for Phase B as provided by Chiang, Patel & Yerby (CP&Y) (dated April 22, 2014).

Task 2.5 – Traffic Signal Design Plans

- Prepare traffic signal plans for the intersection improvements required as part of Phase 2 and submit to the City and TxDOT as part of Task 2.7 for review at 60%, 90% and 100% stages of completion.
- Prepare a signal design base map of the Dalrock Road and SH 66 intersection, using the survey and roadway information from the previous tasks. A field visit will be performed to the project site to photograph key features, confirm dimensions on the base map and identify existing pole foundation locations, power source, and controller cabinet foundation.
- Prepare a preliminary signal modification design layout of the Dalrock Road and SH 66 intersection for City and TxDOT review. The preliminary layout is expected to include any new signal pole locations, conduit and wiring runs, signal heads, vehicle detection, and controller location.
- Prepare preliminary signing and pavement marking layout as a result of the Phase 2 improvements to the Dalrock Road and SH 66 intersection. The preliminary signing and pavement marking layout is expected to include modified stop bars and crosswalks, turn bay markings (arrows and words), and new lane striping including transitioning between the widened roadway sections at the Dalrock Road and SH 66 intersection.
- The plans will conform with and will utilize City of Rowlett and TxDOT design standards. Applicable City of Rowlett and TxDOT detail sheets and standard sheets will be included, including foundation and signal mast arm details and quantities as required.

Task 2.6 – Contract Documents

- Prepare required technical specification and cost estimate data for the project. We will identify and gather all applicable City of Rowlett and TxDOT standard and special specifications required for the construction project. Quantity estimates for all applicable bid items will be tabulated with up-to-date unit costs. A draft set of specifications and cost estimate data will be included as part of the 90% submittal package.
- Gather available standard contract documents in electronic format from the City. We will then assemble the required contract documents for the bidding and letting of the project. The contract documents will include all applicable standard documents from the City, bid sheets, and technical specifications related to the project. A draft set of contract documents for review by the City will be included as part of the 90% submittal package.

Task 2.7 – Design Package Submittals

- Submit design packages to the City and TxDOT for review at 30%, 60%, 90% and 100% stages of completion. The 30% submittal package will only consist of the preliminary roadway design plans.
- We will address and incorporate comments to each submittal package as part of the next submittal.

Task 2.8 – Construction Engineering

Lee Engineering will assist in various aspects of the bidding process including the following:

- Advertisement of the project;
- Distribution of the plans and contract documents;
- Attending a pre-bid meeting;
- Attending the bid opening;
- Review and tabulation of the bids submitted;
- Attending a pre-construction meeting;
- Review of shop drawings (up to 3 submittals);
- Construction inspection (up to 3 site visits); and
- Development of Record Drawings

PRICING SUMMARY

Payment for this work task shall be lump sum for Basic Services. Lump sum items will be billed monthly based on a percentage of task completed. Hourly items will be billed monthly for time expended up to the maximum cost, and unit task items per each completed. Total project cost will not exceed \$352,910.00 without written approval of the City of Rowlett and written change in scope of services.

Task	Description	Quantity	Unit Price	Total
1	Basic Services			
1.1	Project Management	Lump Sum	\$5,000	\$5,000
1.2a	SUE Services-Level B for GTE Manholes + Traffic Control	Lump Sum	\$3,400	\$3,400
1.4	Roadway Design Services	Lump Sum	\$63,185	\$63,185
1.5	Traffic Signal Design Services	Lump Sum	\$35,500	\$35,500
1.6	Contract Documents	Lump Sum	\$6,300	\$6,300
1.7	Design Package Submittals	Lump Sum	\$5,800	\$5,800
1	Special Services			
1.2b	SUE Services-Level B for non-GTE utilities	Hourly	\$12,300	\$12,300
1.3a	Surveying	Hourly	\$15,250	\$15,250
1.3b	ROW Exhibits	4 EA	\$1,750	\$7,000
1.8	Construction Engineering	Hourly	\$16,835	\$16,835
2	Basic Services			
2.1	Project Management	Lump Sum	\$5,000	\$5,000
2.4	Roadway Design Services	Lump Sum	\$114,930	\$114,930
2.5	Traffic Signal Design Services	Lump Sum	\$34,000	\$34,000
2.6	Contract Documents	Lump Sum	\$6,300	\$6,300
2.7	Design Package Submittals	Lump Sum	\$4,100	\$4,100
2	Special Services			
2.3	ROW Exhibits	1 EA	\$1,750	\$1,750
2.8	Construction Engineering	Hourly	\$16,260	\$16,260
		Total Not to Exceed		\$352,910

Attachment B
Schedule
Task Authorization No. 6

Dalrock Road at SH 66 Intersection Improvements – Design Services
CITY OF ROWLETT, TEXAS

The Time/Task Schedule below assumes an authorization from the city to proceed on **June 10, 2014** for the Dalrock Road at SH 66 Intersection Improvements – Design Services project in the City of Rowlett. Upon authorization, Lee Engineering shall proceed with the design. A schedule has been proposed for this project as shown below. It is the responsibility of the Engineer to review this schedule and adhere to it or request, in writing, additional time may be added for specific reasons.

Dalrock Road at SH 66 Intersection Improvements – Design Services

TASK	DURATION (working days)	ANTICIPATED COMPLETION DATE
Notice to Proceed	- - -	June 10, 2014
SUE and Surveying	40	August 6, 2014
30% Plans	40	October 2, 2014
30% Plans – Review	20	October 30, 2014
60% Plans	45	January 6, 2015
60% Plans – Review	20	February 4, 2015
90% Plans	25	March 11, 2015
90% Plans – Review	20	April 8, 2015
100% Plans	25	May 6, 2015



3030 LBJ FREEWAY
SUITE 1660
DALLAS, TEXAS 75234
972/248-3006 FAX 972/248-3855
TOLL FREE 888/298-3006

LEE ENGINEERING

February 7, 2013

Mr. Robbin Webber
Street Superintendent
City of Rowlett
4310 Industrial
Rowlett, TX 75088

Re: *Dalrock Road at State Highway 66 Intersection Study*

Dear Mr. Webber:

Lee Engineering is pleased to submit this letter documenting our evaluation of the intersection of Dalrock Road and State Highway 66 (SH 66).

EXISTING CONDITIONS REVIEW

Lee Engineering performed multiple site visits to the intersection to observe existing conditions and operations. As part of these site visits, LEE identified posted speed limits, existing signing/markings, existing traffic control and geometrics. The bullet points below summarize the findings of our field visits to the intersection:

- Traffic volumes peak heavily during the morning and evening rush hours; however, the intersection is relatively busy throughout the day as an intersection of two major arterial roadways.
- The intersection has a large amount of commercial development on the corners, including strip centers anchored by grocery stores on the northeast and northwest corners.
- There is a high power transmission line along the north side of SH 66. This transmission line may restrict the ability to widen the roadway to the north in the future.
- There are other aerial electric lines at the intersection including a line at the back of curb on the eastside of the northbound Dalrock Road approach to the intersection. This line would require relocation in order to add additional pavement in that vicinity.

- There was evidence of multiple vehicle strikes on the eastbound channelizing right-turn island. A luminaire in the vicinity of this right turn island may be beneficial.
- During PM peak hour observations, the intersection generally functioned satisfactorily, with only a few instances of queues not clearing during the allocated phase time. While the queues were clearing, the eastbound left turn movement was observed spilling back out of the left turn lane on numerous instances.

CRASH HISTORY

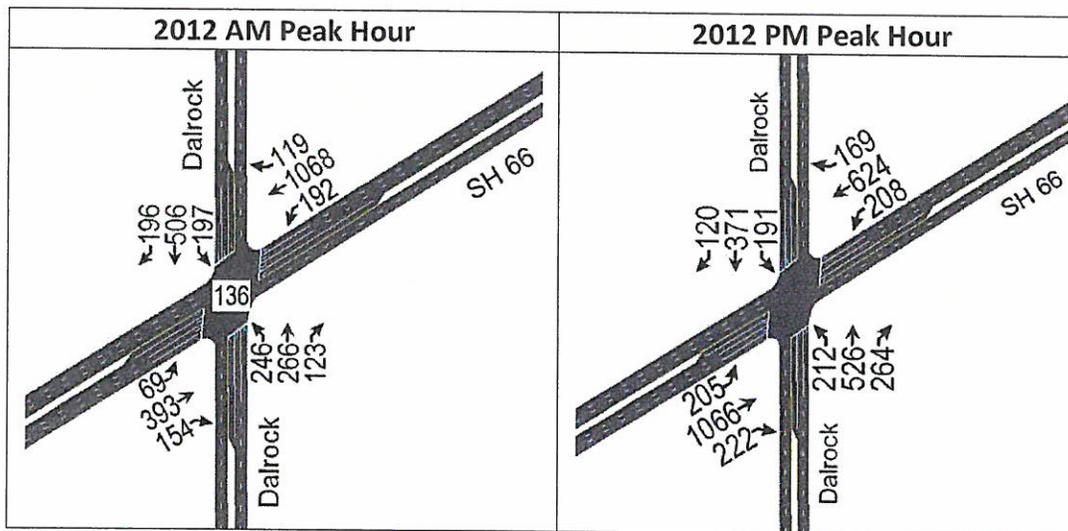
Lee Engineering contacted the Rowlett Police Department to obtain the previous 36 months of crash data for the intersection. Lee Engineering has the following observations based on the crash reports provided by the Rowlett Police Department:

- Rowlett Police provided 42 crash reports for review, of which 17 were related to this study.
- Five (5) of the 17 crashes resulted in at least 1 injury. Three (3) of the crashes resulted in a serious injury (crash codes KAB).
- Seven (7) of the crashes were rear end, sideswipe, or single-vehicle crashes involving vehicles on the eastbound approach only. One (1) rear end crash and one (1) sideswipe appeared to have occurred near the end of the eastbound left turn lane.
- While there were some left-turn crashes, no crash patterns involving left turning vehicles were evident in the provided data.
- One auto-pedestrian crash occurred involving a vehicle making a permissive northbound to westbound left turn that struck two pedestrians in the crosswalk on the westbound departure side of the intersection.

TRAFFIC VOLUMES

Twenty-four (24) hour automated machine counts were collected by the City of Rowlett and provided to Lee Engineering. Twenty four hour counts were collected east of Dalrock on April 4, 2012 and showed 25,039 vehicles on SH 66. Twenty-four hour counts were also collected on Dalrock Road north of SH 66 on February 29, 2012. These counts showed 20,463 vehicles on Dalrock Road. These two counts were used to identify the peak hour periods for further study with turning movement counts.

AM and PM peak hour turning movements were collected at the intersection of Dalrock Road and SH 66 on November 8, 2012. The 2012 turning movements are shown graphically below.



Lee Engineering also had turning movement counts at this intersection available for comparison purposes from previous projects in 2004 and 2009. The collected and historical turning movement volumes are shown in Table 1. The percentage differences shown in the table are based on a comparison of the 2004 and 2012 volumes. Year 2009 data is presented for comparison purposes only.

Table 1: Turning Movement Counts

	Start Time	NB Dalrock Road			SB Dalrock Road			EB SH 66			WB SH 66			Total
		Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	
AM	2004	628	365	79	92	779	152	89	362	257	271	1096	49	4219
	2009	506	248	144	132	715	170	83	277	167	185	918	61	3606
	2012	246	266	123	197	506	196	69	393	154	192	1068	119	3529
	Movement	-60.8%	-27.1%	55.7%	114.1%	-35.0%	28.9%	-22.5%	8.6%	-40.1%	-29.2%	-2.6%	142.9%	
	Approach		-40.8%			-12.1%			-13.0%			-2.6%		
PM	2004	361	702	222	177	459	111	352	963	542	203	501	114	4707
	2009	268	611	212	164	447	124	179	973	226	188	546	34	3972
	2012	212	526	264	191	371	120	205	1066	222	208	624	169	4178
	Movement	-41.3%	-25.1%	18.9%	7.9%	-19.2%	8.1%	-41.8%	10.7%	-59.0%	2.5%	24.6%	48.2%	
	Approach		-22.0%			-8.7%			-19.6%			22.4%		

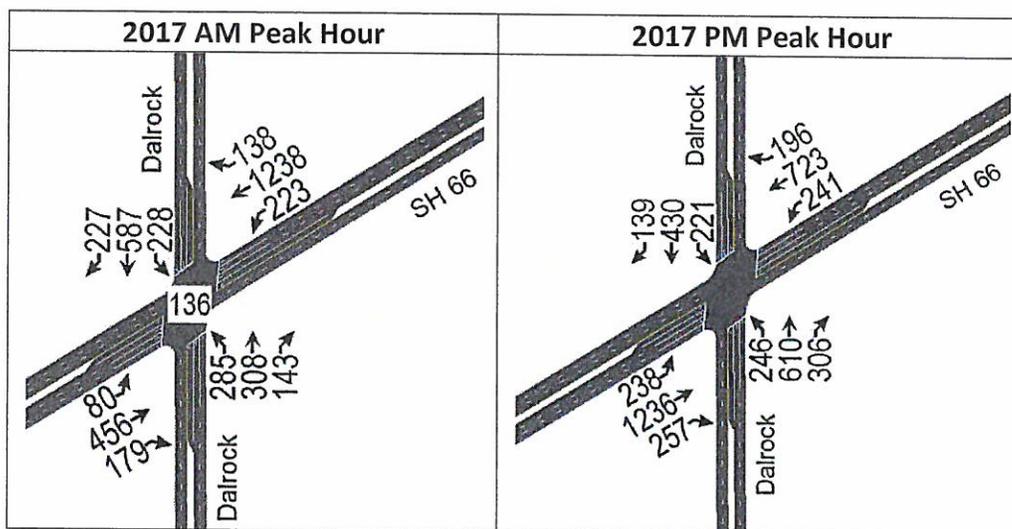
The following observations can be made about volume trends at the intersection:

- Total entering volumes have decreased approximately 16% during the AM peak hour and approximately 11% during the PM peak hour. These decreases are likely attributable to the opening and expansion of other travel routes in the area such as the President George Bush Turnpike.
- The northbound left turn from Dalrock Road to SH 66 has experienced a significant decrease in volume during both peak periods.

- The northbound right turn on Dalrock Road, along with both the left and right turn movements from southbound Dalrock Road have increased. This is a result of shifting travel patterns along with additional development to the north of SH 66 along Dalrock Road and Princeton Road that has occurred in the past 10 years.
- The eastbound through volumes on SH 66 have increased while the eastbound turning volumes have decreased. The increase in eastbound through movements is more than likely a result of growth in population and employment east of Rowlett, while the decrease in turning movements may be attributable to improvements to other travel routes in the area, specifically the President George Bush Turnpike.
- The increase in the westbound through volumes during the PM peak hour may be a result of traffic travelling home from new employment center east of Rowlett. The increase in the westbound right turn volumes during both peak hours can be a result of travel route improvements in the area, as well as new development north of SH 66.

FUTURE TRAFFIC VOLUMES

Lee Engineering reviewed the Rowlett 2020 plan, along with available NCTCOG demographic projections for 2030 and 2040 for the region. Based on the development intensity necessary to reach the long range projections, along with information contained in the Rowlett 2020 plan, Lee Engineering used a three percent annual growth rate over the five year period to grow the volumes to 2017 levels for analysis. The 2017 Volumes used in this analysis appear in the images below.



ROWLETT MASTER THOROUGHFARE PLAN

In the City of Rowlett Master Thoroughfare Plan, SH 66 is classified as a Type A+ Major Thoroughfare (120' R.O.W.) with a six-lane divided roadway section. Currently, SH 66 is

constructed to its' ultimate configuration west of Dalrock Road (six-lane divided). East of Dalrock Road, SH 66 is primarily a four-lane divided roadway, although there are sections of Dalrock Road with adequate pavement to provide three through lanes of traffic.

Dalrock Road is classified as a Type A Major Thoroughfare (110' R.O.W.) with a six-lane divided roadway section in the City of Rowlett Master Thoroughfare Plan. Dalrock Road is currently a four-lane divided roadway section north and south of SH 66.

BASELINE CAPACITY ANALYSIS

Signalized intersection capacity analysis was performed in order to determine the estimated amount of delay present at the intersection and to determine the Level of Service (LOS). LOS is defined on a scale of A through F based on the amount of delay with LOS D operation typically being seen as the desired mode on a suburban roadway network.

Existing capacity analysis was performed using the existing volumes and existing signal timing data for the Dalrock Road at SH 66 intersection. The capacity analysis results appear in Table 2.

Table 2: Existing (2012) Capacity Analysis Results

TIME OF DAY	INTERSECTION	EASTBOUND	WESTBOUND	NORTHBOUND	SOUTHBOUND
2012 AM (Existing)	75.6 (E)	41.5 (D)	110.9 (F)	60.4 (E)	56.9 (E)
2012 PM (Existing)	49.2 (D)	39.4 (D)	45.1 (D)	56.2 (E)	65.6 (E)

As shown in Table 2, the intersection currently operates at LOS E during the AM peak period and LOS D during the PM peak period. During the AM peak, all approaches except the eastbound approach currently operate at unacceptable levels of service. The northbound and southbound movements operate at LOS E under both AM and PM peak hour conditions. This operation may be an indication of the need for signal retiming and/or geometric improvements to the intersection.

With no changes to the intersection geometry or signal timings, the 2017 traffic volumes were analyzed to determine the intersection's background level of operation in the future. These results are shown in Table 3.

Table 3: 2017 Baseline Capacity Analysis Results

TIME OF DAY	INTERSECTION	EASTBOUND	WESTBOUND	NORTHBOUND	SOUTHBOUND
2017 AM (No Improvements)	117.6 (F)	45.3 (D)	186.6 (F)	62.3 (E)	103.3 (F)
2017 PM (No Improvements)	78.8 (E)	84.9 (F)	59.4 (E)	83.1 (F)	88.4 (F)

The results in Table 3 indicate that a significant degradation in performance is expected if the predicted level of growth occurs and the intersection is not improved or retimed. The intersection delays are predicted to increase by approximately 60 percent. To help improve

operation at this intersection, a list of potential improvements was developed for this intersection that would help serve the increased traffic demand.

POTENTIAL IMPROVEMENTS

These improvements are numbered for discussion purposes only and do not represent any priority or ranking system.

1. Construct a northbound right turn lane at the intersection.
 - This turn lane, if constructed, will better accommodate what is a consistently growing turning movement.
 - Additionally, based on field observations, this movement experiences significant increases in traffic during incidents along the eastbound IH-30 bridge over Lake Ray Hubbard.
 - This lane would likely require relocation of existing power lines, along with the signal controller.
 - This lane should be approximately 250 feet in length, beginning approximately 50 feet downstream of the curb inlet north of the business driveway.
2. Construct a southbound right turn lane at the intersection.
 - This lane would be relatively short, approximately 150 feet in length because it would operate best if introduced downstream of the gas station driveway on that approach.
3. Lengthen the southbound left turn lane.
 - There appears to be the opportunity to lengthen the southbound left turn lane by approximately 75 feet. This would better facilitate left-turn movements at the intersection by providing longer queue storage areas.
4. Construct dual left-turn lanes where feasible
 - Dual left turn lanes are often beneficial when a movement regularly exceeds 250-300 vehicles per hour. Most agencies will operate left-turn movements in protected-only mode once a dual left turn lane has been implemented. Sometimes it is more beneficial to remain a single left turn lane even though volumes may exceed 250 vehicles per hour because the single left turn lane operating as a protected/permissive left-turn may result in more efficient operation.
 - Dual left-turn lanes could be provided within the existing Dalrock Road medians.
 - While the northbound left-turn movement from Dalrock Road required dual left turn lanes in previous years, based on immediate volume trends it appears unlikely to benefit significantly from a dual left in the short term at this time.

- The southbound left-turn movement may also benefit from dual left turn lanes in the long term; perhaps once other roadway connections are in place (i.e., Liberty Grove-Merritt Connector) making the Liberty Grove to Dalrock to SH 66 movement more popular. The southbound dual left-turn lane may require that the eastbound SH 66 departure have three lanes prior to implementation.
 - Implementation of dual left-turn lanes within the medians may impact the ability to widen Dalrock Road to six lanes as identified in the City's Master Thoroughfare Plan.
 - A westbound dual left-turn lane would have immediate benefits to the intersection and appears to be feasible through the addition of pavement and striping modifications. In the event a westbound dual left-turn cannot be implemented, a westbound right-turn lane should be pursued.
 - An eastbound dual-left turn lane appears to be more challenging because of the closely spaced access points on that leg of the intersection.
5. Construct a westbound right-turn lane at the intersection.
- Due to utility constraints (high power transmission line along the north side of SH 66), a westbound right-turn lane is only feasible in the event that the westbound dual left-turn lane has not been implemented.
 - If introduced after the business driveway upstream of the intersection, the turn lane would be less than 200 feet in length, and would be unlikely to satisfy current TxDOT design guidelines without a variance.
 - The turn lane, if implemented, should be introduced upstream of the business driveway and serve as a turn lane for both the business and the intersection. This lane configuration would allow for the total length of the lane to satisfy TxDOT guidelines although a variance would likely still be required in order to allow the driveway within the right turn lane.
6. Consider signal retiming for the AM peak hour such that north/south movements operate as protected/permissive left turns instead of split phasing.
- This relatively simple timing and operational change could result in an approximate 40% decrease in average delay at the intersection in 2017.
 - This change would require the dynamic lane assignment sign to display a single left turn lane during times when the intersection is no longer split phase. Because northbound left turn volumes have decreased from over 600 an hour in 2004 to less than 250 today this change appears to be feasible.
7. Construct the third through lanes from Dalrock Road to Scenic Drive along SH 66.
- If the third through lane is constructed, a new eastbound right turn lane at the Dalrock Road intersection should be considered. The existing right-turn lane is the ultimate third through lane.

8. If the intersection sustains a long term growth trend it is important to note that the intersection would benefit greatly from the addition of dual left-turn lanes, three through lanes, and a right-turn lane on all four approaches. Due to right-of-way, utilities, and other constraints this lane configuration may never be feasible at this location.

Based on the potential timeline of the improvements identified above, as well as right-of-way constraints and required TxDOT approval, the likely improvements were identified as short-term or long-term projects and are summarized in the attached Figure 1.

CAPACITY ANALYSIS OF POTENTIAL IMPROVEMENTS

Signalized intersection capacity analysis was performed using the 2017 traffic volumes with the various improvements in place in order to determine the impact on the predicted operation at the intersection. In order to provide a consistent analysis the signal cycle lengths were held constant (136 seconds AM and 130 seconds PM) for the 2017 potential improvements analysis. With recent changes to Rowlett's roadway network and the predicted increase in growth and traffic volumes, the existing coordinated cycle lengths may no longer be the most efficient cycle lengths. While the cycle lengths were held constant for 2017 analyses, individual movement split times were optimized. This represents minor timing tweaks that would be likely made in conjunction with the infrastructure improvements at the intersection.

Initial Improvements

The 2017 AM capacity analysis results with an initial (short term) set of potential improvements in place (orange shading in Figure 1) are shown in Table 4. The initial improvements include:

- Northbound right turn lane
- Southbound right turn lane
- Westbound dual left turn lane

Table 4: 2017 AM Capacity Analysis Results (Initial Improvements)

TIME OF DAY	INTERSECTION	EASTBOUND	WESTBOUND	NORTHBOUND	SOUTHBOUND
2017 AM BASELINE (No Improvements)	117.6 (F)	45.3 (D)	186.6 (F)	62.3 (E)	103.3 (F)
2017 AM (Initial Improvements, Split phase Remains)	53.3 (D)	40.2 (D)	52.2 (D)	55.5 (E)	62.1 (E)
2017 AM (Initial Improvements, No NB/SB Split Phase)	49.5 (D)	40.2 (D)	52.2 (D)	46.1 (D)	54.1 (D)

As can be seen in Table 4, the potential improvements would result in significant improvements to operations at the intersections during the AM peak, with better operation predicted for the northbound and southbound movements with the removal of the split phasing and the

northbound shared left/through lane. Many of these improvements would be amplified if combined with additional signal retiming.

The 2017 PM capacity analysis results with the initial set of potential improvement in place are shown in Table 5.

Table 5: 2017 PM Capacity Analysis Results (Initial Improvements)

TIME OF DAY	INTERSECTION	EASTBOUND	WESTBOUND	NORTHBOUND	SOUTHBOUND
2017 PM BASELINE (No Improvements)	78.8 (E)	84.9 (F)	59.4 (E)	83.1 (F)	88.4 (F)
2017 PM (Initial Improvements)	42.2 (D)	37.8 (D)	38.6 (D)	45.1 (D)	52.3 (D)

Significant improvements for the 2017 PM peak hour operations can be realized through the implementation of these initial improvements.

With any of the additional longer term improvements identified (3rd eastbound through lane, northbound dual left turn lanes, southbound dual left turn lanes - shown as blue in Figure 1), it is anticipated that the additional capacity provided will allow the intersection to operate at improved levels of service.

Existing Operation

A single improvement involved the existing (2012) AM peak hour conditions. The elimination of the north-south split phasing and the northbound shared left/through lane could be implemented soon if it was seen as desirable by TxDOT and the City. The capacity analysis results related to this improvement appear in Table 6. It is important to note that the westbound movement is heaviest in the morning peak and that while the cycle length remained the same, the splits were modified slightly to better accommodate the traffic demand.

Table 6: Existing (2012) AM Peak Hour Capacity Analysis Results (Removal of Split Phase)

TIME OF DAY	INTERSECTION	EASTBOUND	WESTBOUND	NORTHBOUND	SOUTHBOUND
2012 AM (Existing)	75.6 (E)	41.5 (D)	110.9 (F)	60.4 (E)	56.9 (E)
2012 AM (Removal of Split Phase)	52.0 (D)	38.9 (D)	54.3 (D)	48.4 (D)	59.6 (E)

The elimination of the split phase operation would be expected to increase the performance of the intersection.

CONCLUSIONS

Based on our review of field operations, traffic counts, and multiple visits to the site, Lee Engineering has the following conclusions:

1. The intersection has experienced a noticeable decrease in total traffic volumes over the past eight (8) years. The majority of the decrease has occurred on Dalrock Road while the through movements along SH 66 have remained relatively unchanged or have seen some growth. The Dalrock Road changes in volumes are related to changes in the roadway network in the vicinity. As travel patterns have changed, so have the vehicular volumes at this intersection. As the majority of ultimate roadway links within three (3) miles are now in place, it is reasonable to anticipate that traffic patterns are unlikely to change as dramatically from now into the future. Traffic volumes should be expected to grow as a result of background growth in the area and region.
2. Based on crash records, there does not appear to be a significant injury crash pattern at the intersection.
3. The northbound left turn volume during the AM peak hour has decreased significantly and may allow the approach to operate without the shared left/through lane which requires split phasing during the AM period.
4. The addition of right turn lanes in the northbound, southbound, and dual left-turn westbound directions should provide additional capacity at the intersection into the future.
5. SH 66 between Dalrock Road and Scenic Drive should be widened to a six-lane arterial cross section. The SH 66 bridge over Lake Ray Hubbard appears to be wide enough to accommodate a third lane of traffic in both directions. Any improvements to SH 66 would require TxDOT approval.

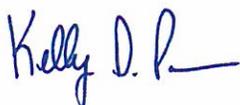
RECOMMENDATIONS

Based on our review Lee Engineering offers the following recommendations for your consideration. These recommendations are ranked in order in terms of lowest cost and ease of implementation.

1. Modify signal timings and dynamic lane assignments at the intersection and eliminate the split phasing during the AM Peak period. Observe and fine tune as necessary. This should be done as soon as City funding allows.
2. Lengthen the southbound left-turn lane by approximately 75 feet. This project would appear to be entirely within City right of way and could likely be implemented soon after funding is available.
3. Due to the significant number of roadway openings and modifications that have occurred in the recent 12-18 months within Rowlett, it is likely that significant operation benefits could be achieved from a City wide signal retiming effort.
4. Design and construct the northbound and southbound right turn lanes at the intersection. While TxDOT would have to approve signal and geometric modifications to the intersections, these two turn lanes would essentially be a City project.
5. Design and construct the westbound dual left-turn lane at the intersection. This improvement should be coordinated and constructed at the same time as the northbound and southbound right turn lanes, if possible. If westbound dual left-turn lanes cannot be implemented, a westbound right-turn lane should be pursued.
6. Design and construct the third through lanes along SH 66 between Dalrock Road and Scenic Drive. As part of this project, include the design and construction of the northbound and southbound dual left-turn lanes along Dalrock Road as well as either a dual left-turn east bound, or a dedicated right-turn lane eastbound at the intersection.

Lee Engineering appreciates the opportunity to provide traffic engineering services to the City of Rowlett. If you have any comments or questions regarding this evaluation, please feel free to call me at 972.248.3006.

Sincerely,



Kelly D. Parma, P.E., PTOE
Senior Project Manager
Lee Engineering
TBPE F-450



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75030-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 7C

TITLE

Consider a resolution appointing a representative to the Dallas Area Rapid Transit (DART) Board of Directors.

STAFF REPRESENTATIVE

Brian Funderburk, City Manager

BACKGROUND / HISTORY

On September 16, 1997, former Mayor Mark Enoch was first appointed by Resolution No. 09-16-97 to represent the cities of Rowlett, Garland and Farmers Branch. In 2011, a reallocation of representation occurred based on 2010 census data. The City of Rowlett now shares a board member with the Cities of Garland and Glenn Heights. As noted below, Mr. Enoch has been reappointed in two year increments as follows:

- July 7, 1998 by Resolution No. 07-07-98A
- June 20, 2000 by Resolution No. 06-20-00C
- June 18, 2002 by Resolution No. 06-18-02C
- July 6, 2004 by Resolution No. 07-06-04J
- June 6, 2006 by Resolution No. RES-078-06
- June 8, 2008 by Resolution No. RES-063-08
- June 15, 2010 by Resolution No. RES-051-10
- September 6, 2011 by Resolution No. RES-118-11 (Census reapportionment)
- June 19, 2012 by Resolution No. RES-062-12

POLICY EXPLANATION

Nancy K. Johnson, Director, Office of Board Support, sent a letter dated May 2, 2014 requesting that Rowlett pass a resolution to appoint a representative to the DART Board (see Attachment 1). Former Rowlett Mayor Mark Enoch currently serves in this capacity.

According to the DART Board of Directors Bylaws, the General Powers are as follows:

“The responsibility for the operation and control of the properties belonging to DART is vested in the Board of Directors (the “Board”). The Board may exercise responsibility by appointing and prescribing compensation for a chief executive officer whom the Board may designate as an executive director or a general manager and who shall administer the daily operations of DART and employ persons, firms, partnerships, or corporations deemed necessary by the Board for the conduct of the affairs of DART. The Board may

appoint auditors, and attorneys and prescribe the duties, tenure, and compensation of each.”

Members of DART's Board of Directors serve two-year terms pursuant to Section 452.578 of the Texas Transportation Code. Mr. Enoch was appointed to represent Rowlett. His term of office will expire June 30, 2014.

Mr. Enoch has indicated he would like to continue serving Rowlett, Glenn Heights and Garland on the DART Board.

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends the City Council approve a resolution appointing former Mayor Mark Enoch as the City's representative to the Dallas Area Rapid Transit (DART) Board of Directors.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO THE DALLAS AREA RAPID TRANSIT (DART) BOARD OF DIRECTORS; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 452.578 of the Texas Transportation Code require members of DART's Board of Directors to serve staggered two-year terms.

WHEREAS, in 1997, Kathy Ingle was the City of Rowlett, City of Garland and City of Farmers Branch appointed representative until the passage of Resolution No. 09-16-97 naming Mark C. Enoch as representative for the three cities.

WHEREAS, in 1998, former Mayor Mark Enoch was re-appointed as the City of Rowlett's DART representative and has continued to be reappointed in 2000, 2002, 2004, 2006, 2008 and 2010 to represent City of Rowlett, City of Garland and City of Farmers Branch. In 2011, former Mayor Mark Enoch was appointed to represent the City of Rowlett, City of Garland and City of Glenn Heights in a reapportionment plan following the 2010 Census. He was then reappointed in 2012.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:

Section 1: That former Mayor Mark Enoch, is hereby appointed/reappointed to the Dallas Area Rapid Transit Board of Directors (DART) as a representative of the City of Rowlett, Texas.

Section 2: This resolution shall become effective immediately upon its passage.

ATTACHMENT

Attachment 1 – Letter from DART

Attachment 2 – Letter from M. Enoch



Dallas Area Rapid Transit
P.O. Box 660163
Dallas, Texas 75266-0163
214/749-3278

May 2, 2014

Ms. Laura Hallmark
City Secretary
City of Rowlett
P.O. Box 99
Rowlett, Texas 75088-0099

Re: City of Rowlett's Representative to DART's Board of Directors

Dear Ms. Hallmark:

Members of DART's Board of Directors serve staggered two-year terms pursuant to Section 452.578 of the Texas Transportation Code. Mark Enoch was appointed to represent the City of Rowlett. His term of office will expire on June 30, 2014.

Please send a copy of the resolution appointing or re-appointing a representative for the to the DART Board of Directors to the attention of:

Nancy K. Johnson
Director, Office of Board Support
Dallas Area Rapid Transit
P.O. Box 660163
Dallas, Texas 75266
Fax (214) 749-3651

If you have any questions regarding this matter, please call me at (214) 749-3347.

Sincerely,

A handwritten signature in black ink that reads "Nancy K. Johnson".

Nancy K. Johnson
Director, Office of Board Support

NKJ/lh

C: Robert Strauss, Chair
Gary C. Thomas
Scott Carlson

GLAST, PHILLIPS & MURRAY

A PROFESSIONAL CORPORATION
ATTORNEYS AND COUNSELORS

MARK C. ENOCH
(972) 419-8366
fly63rc@verizon.net

BOARD CERTIFIED – CIVIL TRIAL LAW
TEXAS BOARD OF LEGAL
SPECIALIZATION

14801 QUORUM DRIVE, SUITE 500
DALLAS, TEXAS 75254-1449

(972) 419-8300
FACSIMILE (469) 206-5022

HOUSTON
(713) 237-3111

May 29, 2014

Via email

tgottel@rowlett.com
lhallmark@rowlett.com

Rowlett City Council
c/o Mayor Todd W. Gottel
City of Rowlett
4000 Main Street
Rowlett, Texas 75088

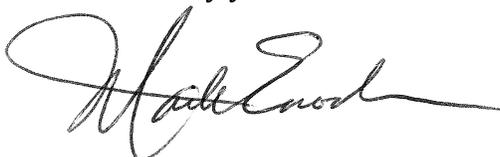
Dear Mr. Mayor and Honorable Council Members:

I am thankful for my previous appointments to represent the City of Rowlett on the Board of Directors of Dallas Area Rapid Transit. I would like very much to continue in that role for you and ask that you favorably consider my reappointment to the Board.

I have served in various positions on the Board as well as represented the Board on the North Central Texas Council of Governments Regional Transportation Council. I believe that my experience is an asset to Rowlett and use that experience often in dealing with DART staff and state legislators.

It is my sincere desire to continue representing Rowlett and I hope you will allow me to do so.

Sincerely yours,



Mark C. Enoch

MCE:mji



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 8A

TITLE

Conduct a public hearing and consider a request for a Special Use Permit to construct a 1,440 square-foot detached garage with a metal exterior for property located at 7818 Princeton Road, being further described as Lot 1, Block A, of Loyd Estates, an addition to the City of Rowlett, Dallas County, Texas. (SUP14-710)

STAFF REPRESENTATIVE

Garrett Langford, AICP, Principal Planner

SUMMARY

The applicant, George Beck, is requesting a Special Use Permit (SUP) to construct a 30-foot by 48-foot metal garage on his property at 7818 Princeton Road (Attachment 1 – Location Map). The applicant wishes to use proposed accessory structure to accommodate a RV, a boat, a trailer, and other materials (Attachment 2 – Applicant’s Statement). This request requires a SUP as the proposed accessory structure is over 500 square feet and will be constructed of metal. The Planning and Zoning Commission voted unanimously to recommend approval of this item at their May 13, 2014, meeting.

BACKGROUND INFORMATION

The subject property at 7818 Princeton Road is 2.009 acres and is zoned Single Family Residential – 8 or minimum lot size of 8,000 square feet. There is currently a 2,167 square-foot single-family residence constructed of brick and two existing accessory buildings on the property (Attachment 3 – Site Plan).

The applicant is requesting a Special Use Permit (SUP) to construct a 30-foot by 48-foot metal garage on the property. This structure would serve as a detached garage to accommodate a RV, a boat, a trailer, and other materials. The proposed location of the detached garage would be in the rear yard approximately 250 feet from the front property line. The structure will be located 10 feet from side property line to the north, 80 feet from the side property line to the south, and 400 feet from the rear property line to the east.

DISCUSSION

Section 77-303.C.3 of the Rowlett Development Code states that “any accessory structure in a residential zoning district that is over 500 square feet in size and which is enclosed shall require a Special Use Permit.” It further states that the accessory structure “shall have exterior walls constructed of building materials other than metal that are weather resistant, including the roof; provided, however, that if the primary structure on the lot has a metal roof, the accessory

structure may also have a metal roof of similar type.” It goes on to say that any accessory structure that does not meet the requirements will require a Special Use Permit.

The approval criteria for a Special Use Permit (SUP) are outlined in Section 77-206 of the Rowlett Development Code (RDC). The City Council should consider the request based on these approval criteria as detailed below. Staff has added additional commentary in bold italics beneath each point of consideration where applicable.

Section 77-206.D. Approval Criteria. Recommendations and decisions on Special Use Permits shall be based on consideration of the following criteria:

1. The proposed Special Use Permit is consistent with the Comprehensive Plan and other infrastructure-related plans, all applicable provisions of this Code, and applicable state and federal regulations;

The subject property is not located within one of the 13 opportunity areas in the Realize Rowlett 2020 Comprehensive Plan. However, the Guiding Principles in the Plan should be considered in decisions about zoning. The most relevant principle to this zoning request is the principle of “value existing neighborhoods.” Staff sees the proposed accessory structure as being consistent with the surrounding properties to the east and to the south. In staff’s opinion, the request would not deter the value of the surrounding properties that consist of larger lots with similar sized accessory structures.

2. The proposed Special Use Permit is consistent with the purpose and intent of the zoning district in which it is located;

Accessory buildings are allowed in the SF-8 zoning district provided they meet the requirements in Section 77-300 of RDC outlined below. These requirements include lot coverage, height, and setback for accessory structures.

<i>Use standard</i>	<i>Regulation</i>	<i>Proposed Structure</i>
<i>Max. lot coverage</i>	<i>45 percent max</i>	<i>≈ 9 percent</i>
<i>Max. rear yard coverage</i>	<i>35 percent max</i>	<i>≈ 4 percent</i>
<i>Max. height</i>	<i>35 feet</i>	<i>16 feet</i>
<i>Min. side yard setback</i>	<i>3 feet</i>	<i>10 feet</i>

Total lot coverage was calculated with the proposed structure and pavement with all existing structures and pavement. The maximum coverage for the rear yard was calculated with the square footage of the proposed structure with the square footage all existing accessory structures in the rear yard. The rear yard for the subject property is approximately 1.32 acres or 57,715 square feet. With the exception of the size and materials, the proposed structure meets lot coverage, height, and side yard setback requirements.

3. Whether the proposed Special Use Permit meets the challenge of some changing condition, trend, or fact;

The Special Use Permit is being requested in order to build a garage large enough to house a RV, boat, and trailer. The existing home on the subject property does not have an attached garage.

4. Whether the proposed Special Use Permit will protect or enhance the health, safety, morals, or general welfare of the public;

The proposal should not negatively affect the health, safety, morals, or general welfare of the public. The proposed structure will be located approximately 250 feet from the front property line and would have limited visibility from Princeton Road. The applicant is proposing to plant two trees in the 10-foot space between the proposed structure and the northern property line to provide screening of the structure from the adjacent neighborhood to the north.

5. Whether the municipality and other service providers will be able to provide sufficient transportation and utility facilities and services to the subject property, while maintaining sufficient levels of service to existing development;

Adequate utilities, access roads, and drainage facilities exist or are being provided for the site and are sufficient for accommodating the demands associated with the request for this Special Use Permit.

6. Whether the proposed Special Use Permit is consistent with or will have significant adverse impacts on other property in the vicinity of the subject tract; and

It is not anticipated that the proposed structure will have any significant adverse impact on the adjacent property. The proposed structure will be located at least ten (10) feet from the northern property line. To the north of the subject property, is a residential subdivision consisting of single-family lots between 7,000 – 8,000 square feet in size. The applicant will plant two trees along the northern side of the proposed structure to provide some screening from the nearby properties to the north (Attachment 3 – Site Plan).

The proposed structure will be located more than 85 feet from the south property line, more than 400 feet from the east (rear) property line, and approximately 250 feet from the west (front) property line. The structure will have limited visibility from Princeton Road.

The character of the neighborhood to the south and to the east is for larger acreage lots. Many of these lots have larger accessory buildings, barns, and sheds. The properties at 7714 Princeton, 7718 Princeton, 7726 Princeton, and 7802 Princeton each have an oversized metal accessory structure (Attachment 4 – Site Photos). Allowing an oversized

metal accessory structure at this location would not be out of character with the surrounding properties to the southeast along Princeton Road.

7. The suitability of the subject property for the existing zoning and the proposed use sought by the Special Use Permit;

An accessory structure is a permitted use in the SF-8 zoning district. The subject property is 2.009 acres in size. This provides sufficient room to place a 1,440 sq-ft accessory structure on the property without violating any setback or lot coverage requirements. The proposed structure combined with the existing structures would constitute less than 5 percent coverage of the rear yard. This is far below the 35 percent maximum lot coverage for the rear yard. Additionally, the placement of the proposed structure is 250 feet from the front property line and should have limited visibility from Princeton Road. It is staff's opinion that the subject property is suitable for the proposed request.

Public Notice

As required by the Rowlett Development Code, notices of this public hearing were mailed to property owners within 200 feet. On April 4, 2014, a total of 34 notices were mailed. As of May 7, 2014, eight responses have been returned. Four are in favor of the request and four are in opposition to the request (Attachment 5 – Returned Public Notices). The responses in opposition cited concerns with “too much noise” and another cited concerns that the structure might be used to keep animals.

FISCAL IMPACT/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

It is staff's opinion that the size of the subject property, the placement of the proposed structure, and its expected limited visibility makes the request compatible with the surrounding area. Based on meeting the criteria in the RDC, and in accordance with the Planning and Zoning Commission's recommendation, Staff recommends that City Council approve the request.

ORDINANCE

AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A SPECIAL USE PERMIT FOR PROPERTY LOCATED AT 7818 PRINCETON ROAD, BEING A 2.009 +/- ACRE TRACT OF LAND DESCRIBED AS LOT 1, BLOCK A, OF LOYD ESTATES, AN ADDITION TO THE CITY OF ROWLETT, DALLAS COUNTY, TEXAS, ACCORDING TO THE MAP THEREOF RECORDED IN VOLUME 96148, PAGE 4604, OF THE MAP RECORDS OF DALLAS COUNTY, TEXAS, TO AUTHORIZE THE CONSTRUCTION OF A METAL ACCESSORY BUILDING UNDER CONDITIONS SPECIFIED HEREIN; PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A

SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners and interested persons generally, the governing body of the City of Rowlett is of the opinion that said zoning ordinance and map should be amended as provided herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:

Section 1. That the Comprehensive Zoning Ordinance, Plan and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended by granting a Special Use Permit for property located at 7818 Princeton Road, Rowlett, Texas, being a 2.009 +/- acre tract of land described as Lot 1, Block A, of Loyd Estates, an Addition to the City of Rowlett, Dallas County, Texas, according to the Map thereof recorded in Volume 96148, Page 4604, of the Map Records of Dallas County, Texas ("Property"), said property being zoned as Single Family Residential District – SF-8, to authorize the construction and use of an accessory building under the conditions set forth herein.

Section 2. That an accessory structure be and is hereby authorized to be constructed and used on the Property under the following terms and conditions:

1. The dimensions of the accessory structure shall be approximately 30 feet wide by 48 feet in length (1,440 square feet);
2. The exterior walls and roof of the accessory structure may be constructed of metal, and the trees described and shown in Exhibit "A," attached hereto and incorporated herein, shall be planted and maintained;
3. The accessory structure shall be constructed on the Property in the location set forth in Exhibit "A," attached hereto and incorporated herein.
4. The Property and the accessory structure shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as heretofore amended, and as amended herein. Except as otherwise expressly provided for in this Ordinance, the development, use and occupancy of the Property and the accessory structure shall conform to the standards and regulations set forth in the SF-8 District and the regulations pertaining to accessory structures in residential districts of the Rowlett Development Code (Chapter 77 of the

Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended; and

5. The authorization contained in this Ordinance is not intended and shall not be construed to approve any development plan of any kind, including but not limited to a site plan, landscaping plan, façade plan, or other plan, nor to grant any permit of any kind, otherwise required by existing ordinances of the City.

Section 3. That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 4. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

Section 5. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

Section 6. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

Section 7. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

ATTACHMENTS

Exhibit A – Site Plan

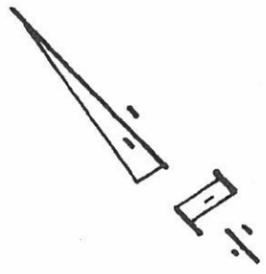
Attachment 1 – Location Map

Attachment 2 – Applicant’s Statement, Building Elevation and Color

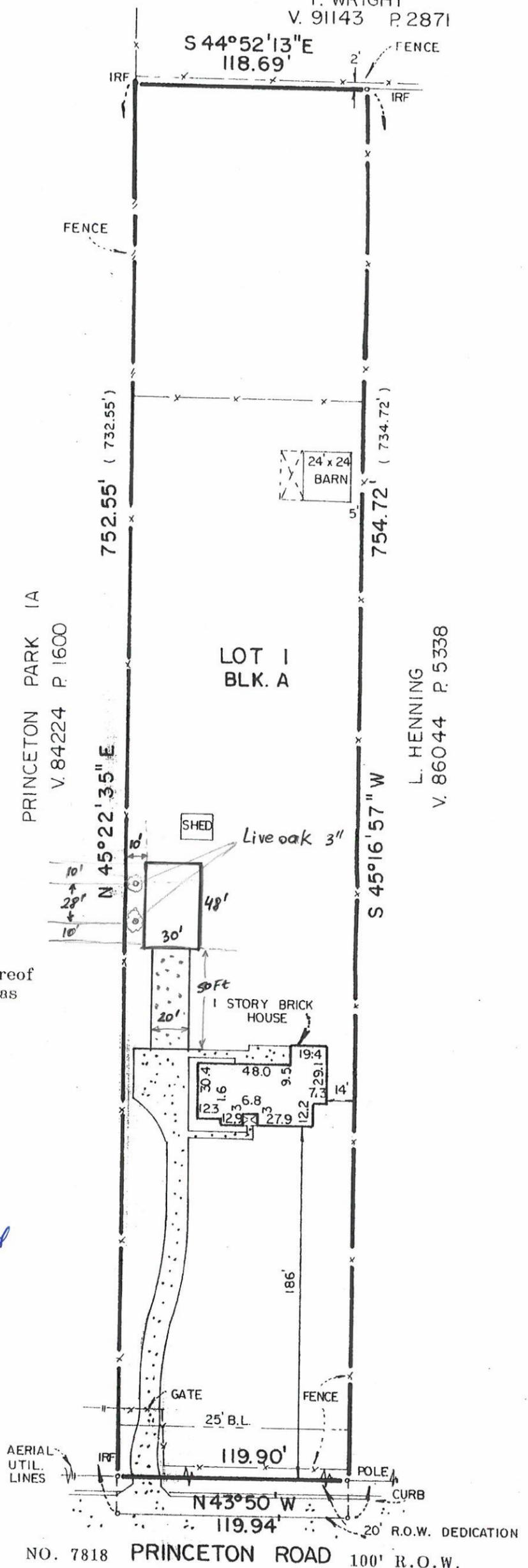
Attachment 3 – Site Photos

Attachment 4 – Returned Public Notices

SURVEY PLAT



T. WRIGHT
V. 91143 P. 2871



This Lot has access to and from a public road.

This Lot is not in a Flood Hazard Area as shown on Federal Flood Map 480185 0005C, effective 6-5-97.

LEGAL DESCRIPTION:

Being Lot 1, in Block A, of LOYD ESTATES, an Addition to the City of Rowlett, Dallas County, Texas, according to the Map thereof recorded in Volume 96148, Page 4604, of the Map Records of Dallas County, Texas.

Revised 4/15/2014

- ① Increased clearance to North side neighbor to 10ft
- ② Modified driveway dimensions and slope
- ③ Added 2 Live oaks, minimum 3" caliper on North Side

ADDRESS: 7818 Princeton Road

BUYER: *George Beck*

The plat hereon is a true, correct, and accurate representation of the property, as determined by on the ground survey, the lines and dimensions of said property being as indicated by the plat, the size, location and type of buildings and improvements are as shown, all improvements being within the boundaries of the property, set back from property lines the distances indicated.

THERE ARE NO ENCROACHMENTS, CONFLICTS, OR PROTRUSIONS, Except as shown.

Scale 1"=60'

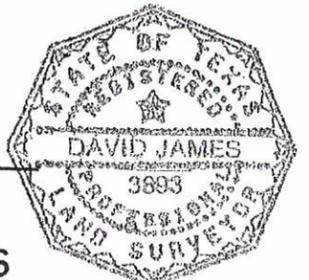
Date August 3, 2006

JOB No.: 7-40-06

This survey was performed in connection with the transaction described in GF No. 05R17599 NG0K of Republic Title Company. USE OF THIS SURVEY FOR ANY OTHER PURPOSE OR BY OTHER PARTIES SHALL BE AT THEIR RISK AND UNDERSIGNED IS NOT RESPONSIBLE TO OTHERS FOR ANY LOSS RESULTING THEREFROM

NO. 7818 PRINCETON ROAD 100' R.O.W.

David James
DAVID JAMES
LAND SURVEYORS
ROWLETT, TEXAS
972-412-6867



200' Notification Area

Subject Property



**Oversized Metal Garage
7818 Princeton Rd
Map Created: April 7, 2014**



**MINOR SUP
SUP 14-710
200 FT NOTIFICATION AREA**



**Department of Public
Works/Planning Division**

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Special Use Permit to construct a 1,440 square-foot detached garage with a metal exterior. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-710).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE: _____

ADDRESS:

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **May 13, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **June 3, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, May 7, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by May 28, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

Any owner of property subject to a proposed rezoning or affected by a proposed rezoning may protest the rezoning by filing a written protest (this form is sufficient with the Director of Development Services within the time specified above. The protest shall object to the zoning map amendment, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property. If protest in the form of opposition are received from property owners within 200 feet of the subject property, and the property owners own a combined minimum of 20 percent or more of the land area, approval by the City Council shall only occur with a concurring vote of at least three-fourths of the full membership of the City Council.

If you have any questions concerning this request, please contact the Planning/Public Works Division
 Phone 972-412-6166
 FAX 972-412-6228
glangford@rowlett.com

RETURN BY FAX OR MAIL
 City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099

Property Address: 7818 Princeton Road, Rowlett 75089 TX

Acreage: 2.01 Acres

Legal Description: Loyd Estates

County Residential Account # 44142300A0010000

Owner: George & Ellena Beck

Phone # 214-403-2778

Description of Project

The property does not have a garage. The owner requests permission to build a garage/storage building to accommodate an RV, a boat, a trailer and other materials which stored outside are unsightly and exposed to UV radiations will depreciate in value

Muller Building Inc. provides an RV Garage/Storage made out of powder coated metal. The manufacturer offers a large pallet of colors and dimensions for the above mentioned purpose which is modern and trendy in appearance.

It will increase the property value by over \$ 20,000 therefore will provide additional revenue for the City of Rowlett in Property and School taxes.

The proposed building will have a positive impact in the vicinity of the property by displaying good housekeeping practice, proper property care, and adequate property maintenance.

The chosen colors are "Light Stone" for the siding and "Koko Brown" for the gutters and trims (see Exhibit C-color chart)

 3/7/2014

Similar building
from the same
manufacturer installed
on a different property.



EXHIBIT A — CONCEPT PART 2

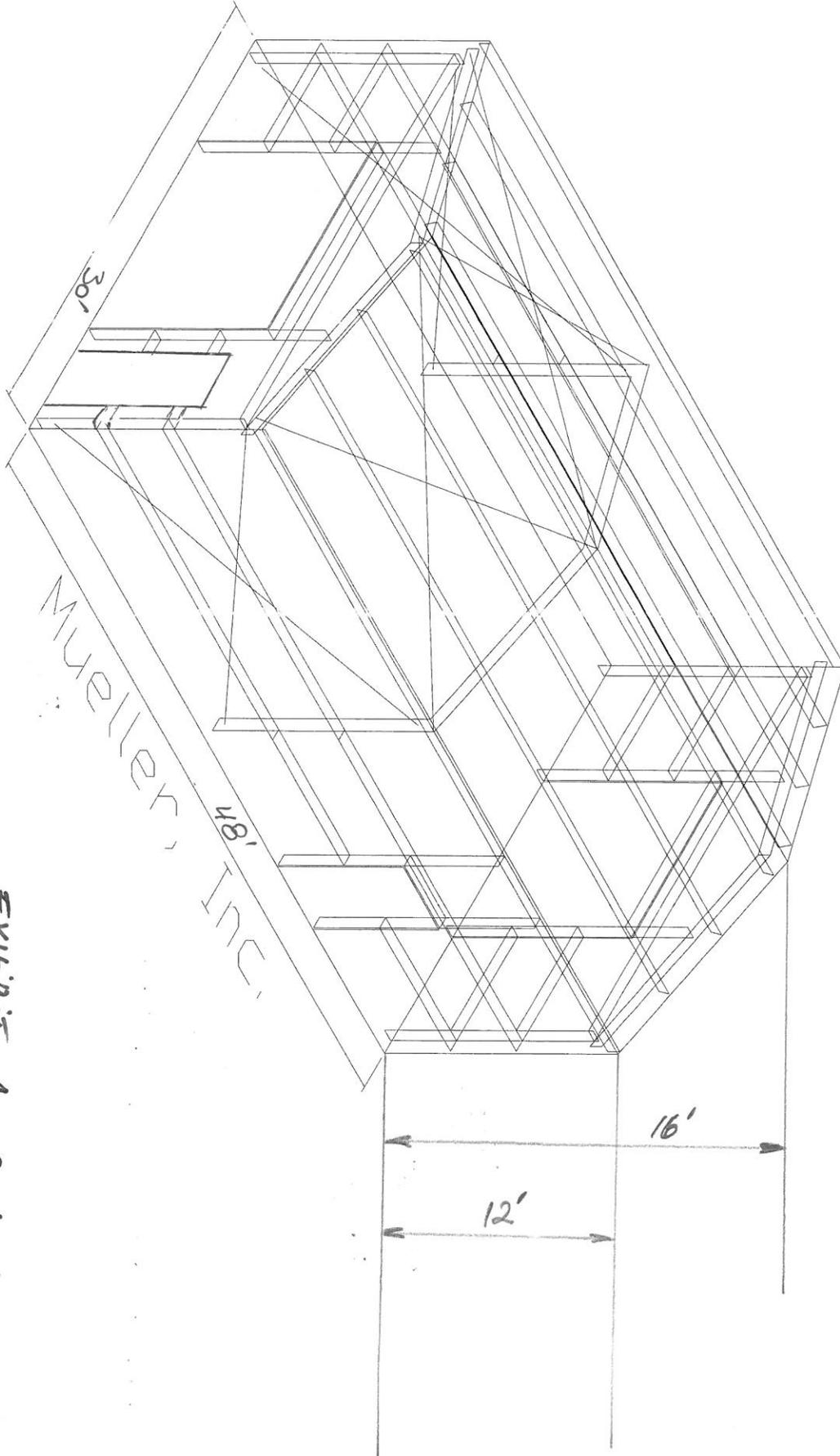


EXHIBIT A - CONCEPT PLAN 1

Hawaiian Blue



Crimson Red



Light Stone



Siding

Burnished Slate



Charcoal Gray



Koko Brown



*gutters and
trims*

Aztec Gold



Ash Gray



Rustic Red



Fern Green



Saddle Tan



Gallery Blue



Polar White



Desert Sand



EXHIBIT C - color Chart

SUP14-710
Site Pictures





Similar accessory
structures on
nearby properties



7726 Princeton



7718 Princeton



7714 Princeton



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: It can be used to storage and is inside his property.

SIGNATURE: *Dan Gore*

ADDRESS: 7609 CLAYMONT AVE, ROWLETT, TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **May 13, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **June 3, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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<p>If you have any questions concerning this request, please contact the Planning/Public Works Division Phone 972-412-6166 FAX 972-412-6228 glangford@rowlett.com</p>	<p>RETURN BY FAX OR MAIL City of Rowlett Planning/Public Works Division PO Box 99 Rowlett, TX 75030-0099</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: This house was built with no garage

This building is needed

SIGNATURE:

Tom B Wiggins

ADDRESS:

8221 Dalreck, Rowlett

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Planning/Public Works Division

PO Box 99

Rowlett, TX 75030-0099

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APR 22 2014

PLANNING DEPT.



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Mad Jack

ADDRESS:

7614 Clairemont Rowlett 75089

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glangford@rowlett.com

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MAY 01 2014

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City of Rowlett
Planning/Public Works Division
PO Box 99
Rowlett, TX 75030-0099



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:



I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Regina Ruger

ADDRESS:

7806 Portsmouth Drive, Rowlett, TX 75089

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APR 15 2014

PLANNING DEPT.



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

UNDIFFINED USE OF "GARAGE": "GARAGE" IS LOCATED IN THE MIDST OF TWO CAR GARAGES DINELLINGS. NEED MORE INFORMATION.

SIGNATURE:

R. J. Spatt

ADDRESS:

7706 CLAIREMONT AVE 75089-2423

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glangford@rowlett.com

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RETURN BY FAX OR MAIL
City of Rowlett
Planning/Public Works Division
PO Box 99
Rowlett, TX 75030-0099



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Minor Special Use Permit
LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.
EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a 1,440 square-foot detached garage with a metal exterior. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-710).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: I believe this would be used more for the animals than a garage. We have more flies than before due to the poop not being picked-up.

SIGNATURE: Rena Band

ADDRESS: 7814 Clairmont Ave Rowlett TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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 City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099

RECEIVED
 APR 16 2014
 PLANNING DEPT.



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior. The detached garage will have a total size of 4,950 square feet. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-711).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Amber Cannon

ADDRESS:

412814 - 7900 Clairmont

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on April 22, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on May 6, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a 1,440 square-foot detached garage with a metal exterior. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-710).

I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

too much noise

SIGNATURE:

Amy McShen

ADDRESS:

7910 Clairemont

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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glangford@rowlett.com

RETURN BY FAX OR MAIL

City of Rowlett

Planning/Public Works Division

PO Box 99

Rowlett, TX 75030-0099

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APR 15 2014

PLANNING DEPT.



City of Rowlett

Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 8B

TITLE

Conduct a public hearing and consider a request for a Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached metal garage with a total size of 4,950 square feet at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas. (SUP14-711)

STAFF REPRESENTATIVE

Garrett Langford, AICP, Principal Planner

SUMMARY

The applicant, Tom Wright, is requesting a Special Use Permit (SUP) to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior. After the addition, the detached garage will have a total size of 4,950 square feet. The subject property is located at 8221 Dalrock Road (Attachment 1 – Location Map). This request requires a SUP as the proposed accessory building is over 500 square feet and is constructed of metal. The Planning and Zoning Commission voted unanimously to recommend approval of this item at their May 13, 2014, Meeting.

BACKGROUND INFORMATION

The subject property at 8221 Dalrock Road is 6.552 acres and is zoned Single Family Residential – 8 or minimum lot size of 8,000 square feet. There is currently a single-family home constructed of brick and two oversized accessory buildings on the property. The applicant is proposing to demolish an existing 1,600 sq-ft wood-framed structure that is currently located a few feet from an existing 2,000 sq-ft metal garage (Attachment 2 – Site photos). In place of the wood-framed structure, the applicant wishes to construct a 2,950 sq-ft metal building that will be attached to the existing 2,000 sq-ft metal building. This will result in a metal building with a total size of 4,950 square feet.

The applicant uses the existing metal building to restore his private collection of classic cars. The additional metal building would allow him to store his collection onsite and to store his tractor, trailers, and other equipment inside. The applicant has indicated that the car restoration is a hobby and not a business.

The applicant is proposing to use a pre-engineered steel building manufactured by Mueller, Inc. According to the applicant, the structure will match the color of the existing metal building. The proposed structure will be attached to an existing metal building. The proposed structure will replace an existing 1,600 sq-ft wood-framed structure. The proposed structure will be located at least 62 feet from to the south property line, 195 feet from the west (rear) property line and more

than 287 feet from the north property line. The proposed structure will be located approximately 400 feet from the east (front) property line.

DISCUSSION

Section 77-303.C.3 of the Rowlett Development Code states that “any accessory structure in a residential zoning district that is over 500 sq ft in size and which is enclosed shall require a Special Use Permit.” It further states that the accessory structure “shall have exterior walls constructed of building materials other than metal that are weather resistant, including the roof; provided, however, that if the primary structure on the lot has a metal roof, the accessory structure may also have a metal roof of similar type.” It goes on to say that any accessory structure that does not meet the requirements will require a Special Use Permit.

The approval criteria for a Special Use Permit (SUP) are outlined in Section 77-206 of the Rowlett Development Code (RDC). Staff recommends that City Council consider the request based on these approval criteria as detailed below. Staff has added additional commentary in bold italics beneath each point of consideration where applicable.

Section 77-206.D. Approval Criteria. Recommendations and decisions on Special Use Permits shall be based on consideration of the following criteria:

1. The proposed Special Use Permit is consistent with the Comprehensive Plan and other infrastructure-related plans, all applicable provisions of this Code, and applicable state and federal regulations;

The subject property is not located within one of the 13 opportunity areas in the Realize Rowlett 2020 Comprehensive Plan. However, the Guiding Principles in the Plan should be considered in decisions about rezoning. The most relevant principle to this zoning request is the principle of “value existing neighborhoods.” Staff sees the proposed accessory building as consistent with the surrounding properties to the west and to the south. In staff’s opinion, the request would not deter the value of the neighborhood that consist of larger lots with similar sized accessory structures.

2. The proposed Special Use Permit is consistent with the purpose and intent of the zoning district in which it is located;

Accessory buildings are allowed in the SF-8 zoning district provided they meet the criteria in Section 77-300 outlined below. In addition to requiring an SUP for accessory buildings over 500 sq ft with a metal exterior, Section 77-303 also sets lot coverage, height, and setback requirements for accessory structures. All use-specific standards in Section 77-303 have been met.

<i>Use standard</i>	<i>Regulation</i>	<i>Proposed Structure</i>
<i>Max. lot coverage</i>	<i>45 percent max</i>	<i>≈ 4 percent</i>
<i>Max. rear yard coverage</i>	<i>35 percent max</i>	<i>≈ 3 percent</i>

Max. height	35 feet	16 feet
Min. side yard setback	3 feet	62 feet

Total lot coverage was calculated with the proposed structure and pavement with all existing structures and pavement. The maximum coverage for the rear yard was calculated with the proposed structure and with all existing structures in the rear yard. The rear yard for the subject property is approximately 3.67 acres or 160,000 square feet. The 4,950 sq-ft building will not exceed the coverage requirements.

3. Whether the proposed Special Use Permit meets the challenge of some changing condition, trend, or fact;

The Special Use Permit is being requested in order to replace an existing 1,600 sq-ft building that is deteriorating. The applicant wishes to build a structure large enough to store his collection of vehicles onsite along with his trailers and tractor.

4. Whether the proposed Special Use Permit will protect or enhance the health, safety, morals, or general welfare of the public;

The proposal should not negatively affect the health, safety, morals, or general welfare of the public. The proposed addition would be located approximately 400 feet from the front property line. While the structure would have some visibility from the street, the existing home and several large mature growth trees will provide some screening of the proposed structure. In addition, the character of the neighborhood to the south and to the west consists of larger lots with acreage. Many of these lots have oversized accessory buildings, barns, and sheds including metal structures.

5. Whether the municipality and other service providers will be able to provide sufficient transportation and utility facilities and services to the subject property, while maintaining sufficient levels of service to existing development;

Adequate utilities, access roads and drainage facilities exist or are being provided for the site and are sufficient for accommodating the demands associated with the request for this Special Use Permit.

6. Whether the proposed Special Use Permit is consistent with or will have significant adverse impacts on other property in the vicinity of the subject tract; and

It is not anticipated that the proposed structure will have a significant adverse impact on adjacent properties. The proposed structure will be located at least 62 feet from the south property line, 195 feet from the west (rear) property line and more than 287 feet from the north property line. The proposed structure will be located approximately 400 feet from the east (front) property line. Additionally, it will be

located behind the existing home and a number of existing mature growth trees that will provide some limited screening from Dalrock Road.

7. The suitability of the subject property for the existing zoning and the proposed use sought by the Special Use Permit.

An accessory structure is a permitted use in the SF-8 zoning district. The subject property is 6.552 acres in size. This provides sufficient room to place an oversized accessory structure on the property without violating any setback or lot coverage requirements. The placement of the proposed structure is more than 400 feet from the front property line and being placed behind the home should limit any visible impact of allowing a metal structure.

The proposed addition will make the 4,950 sq-ft accessory building considerably larger than the existing 2,382 sq-ft single-family home. This brings into question whether the proposed accessory structure will remain accessory to the single-family home. The RDC defines accessory building as a structure that is subordinate to the primary structure on the property, in this case, a single-family residence.

It is staff's opinion that while the proposed size of the accessory structure is significantly larger than the residences, it is a subordinate use of the property. The applicant intends to use the proposed structure to continue his hobby of restoring his personal vehicles, as well as use the proposed structure to store his vehicles, tractor, and trailers. Staff believes that this constitutes an accessory use that is subordinate to the primary use of the subject property. Given the size of the property, the proposed structure will meet setback or lot coverage requirements. In staff's opinion, this makes the request suitable for the subject property.

Public Notice

As required by the Rowlett Development Code, notices of this public hearing were mailed to property owners within 200 feet. On April 4, 2014, a total of 34 notices were mailed. As of May 7, 2014, 10 notices have been returned. Six were in favor of the request and four were in opposition to the request. One response was from the property owner of the subject property. (Attachment 5)

FISCAL IMPACT/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

It is staff's opinion that the size of the subject property, the placement of the proposed structure and its expected limited visibility makes the request compatible with the surrounding area. Based on meeting the criteria in the RDC, and in accordance with the Planning and Zoning Commission's recommendation, Staff recommends that City Council approve the request.

ORDINANCE

AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A SPECIAL USE PERMIT FOR PROPERTY LOCATED AT 8221 DALROCK ROAD DESCRIBED AS A 6.552 +/- ACRE TRACT OF LAND BEING PARTS OF TRACT 56, TRACT 26.5, AND TRACT 63, ABSTRACT 548, IN THE HANSE HAMILTON SURVEY, CITY OF ROWLETT, DALLAS COUNTY, TEXAS, AS RECORDED IN VOLUME 88012, PAGE 3673, OF THE DEED/MAP RECORDS OF DALLAS COUNTY, TEXAS, TO AUTHORIZE THE CONSTRUCTION OF A METAL ACCESSORY BUILDING UNDER CONDITIONS SPECIFIED HEREIN; PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners and interested persons generally, the governing body of the City of Rowlett is of the opinion that said zoning ordinance and map should be amended as provided herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:

Section 1. That the Comprehensive Zoning Ordinance, Plan and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended by granting a Special Use Permit for property located at 8221 Dalrock Road, Rowlett, Texas, described as a 6.552 +/- acre tract of land being parts of Tract 56, Tract 26.5, and Tract 63, Abstract 548, in the Hanse Hamilton Survey, City of Rowlett, Dallas County, Texas, as recorded in Volume 88012, Page 3673, of the Deed/Map Records of Dallas County, Texas ("Property"), said property being zoned as Single Family Residential District – SF-8, to authorize the construction and use of an accessory building under the conditions set forth herein.

Section 2. That an accessory structure be and is hereby authorized to be constructed and used on the Property under the following terms and conditions:

1. The accessory structure shall be built to replace an existing wood-framed structure of approximately 1,600 square feet, which wood-framed structure shall be demolished.
2. The dimensions of the accessory structure shall be approximately 2,950 square feet in size, will be permanently attached to an existing 2,000

square-foot metal building, and shall be painted the same or substantially similar color as the existing metal building;

3. The exterior walls and roof of the accessory structure may be constructed of metal;
4. The accessory structure shall be constructed on the Property in the location set forth in Exhibit "A," attached hereto and incorporated herein.
5. The Property and the accessory structure shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as heretofore amended, and as amended herein. Except as otherwise expressly provided for in this Ordinance, the development, use and occupancy of the Property and the accessory structure shall conform to the standards and regulations set forth in the SF-8 District and the regulations pertaining to accessory structures in residential districts of the Rowlett Development Code (Chapter 77 of the Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended; and
6. The authorization contained in this Ordinance is not intended and shall not be construed to approve any development plan of any kind, including but not limited to a site plan, landscaping plan, façade plan, or other plan, nor to grant any permit of any kind, otherwise required by existing ordinances of the City.

Section 3. That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 4. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

Section 5. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

Section 6. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand

Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

Section 7. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

ATTACHMENTS

Exhibit A – Concept Plan

Attachment 1 – Location Map

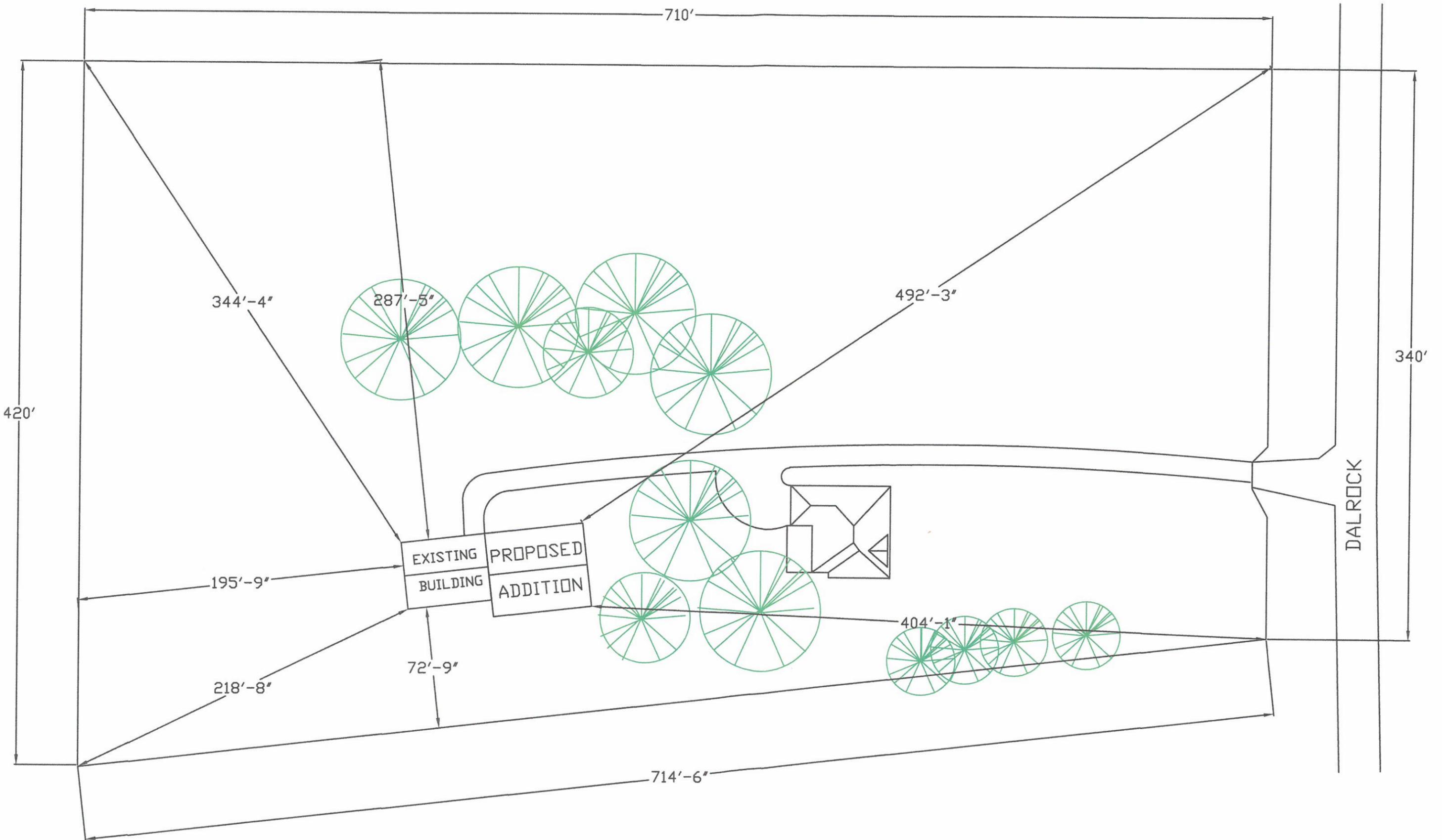
Attachment 2 – Site Photos

Attachment 3 – Metal Building Example

Attachment 4 – Returned Public Notices

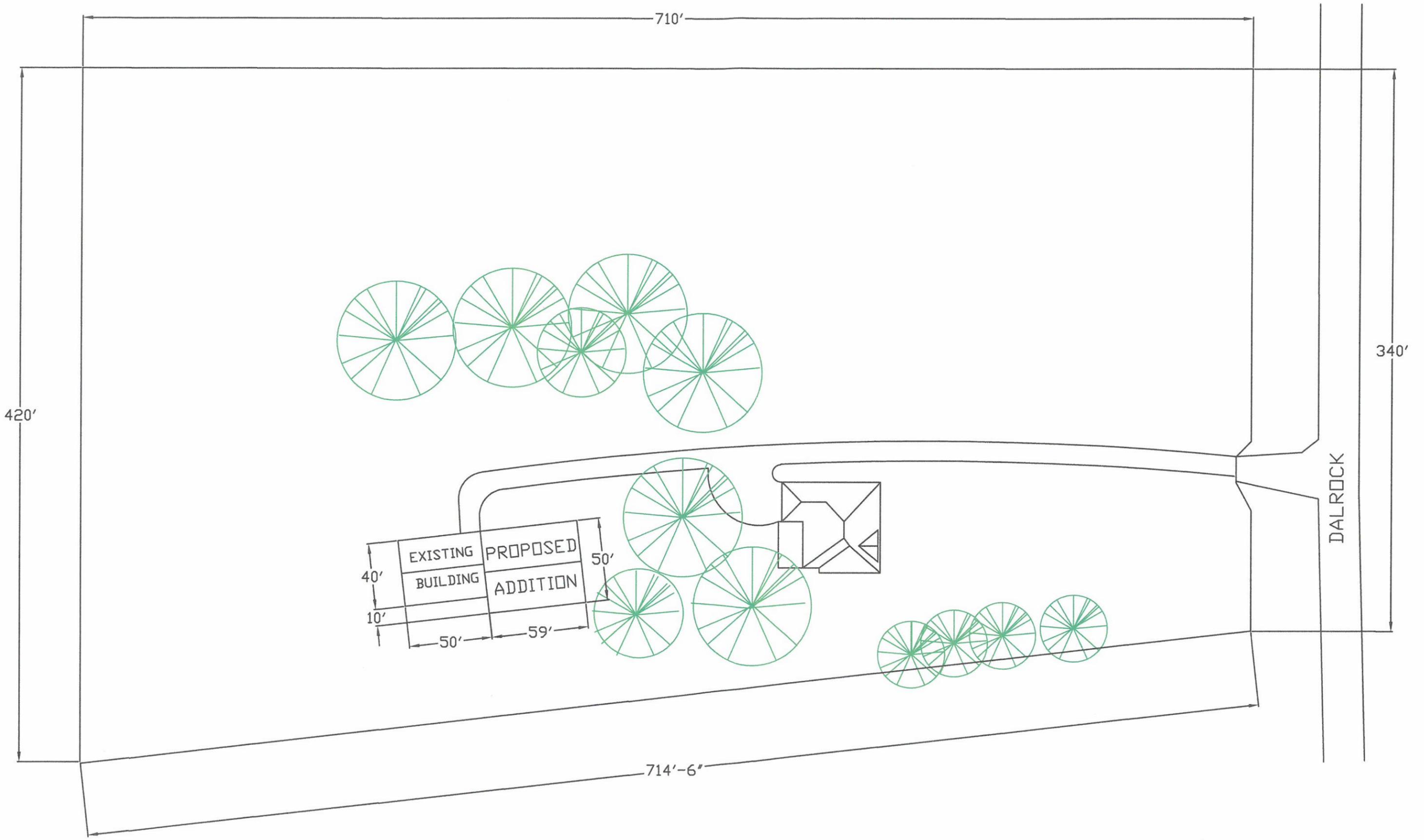
Tom Wright
8221 Dalrock

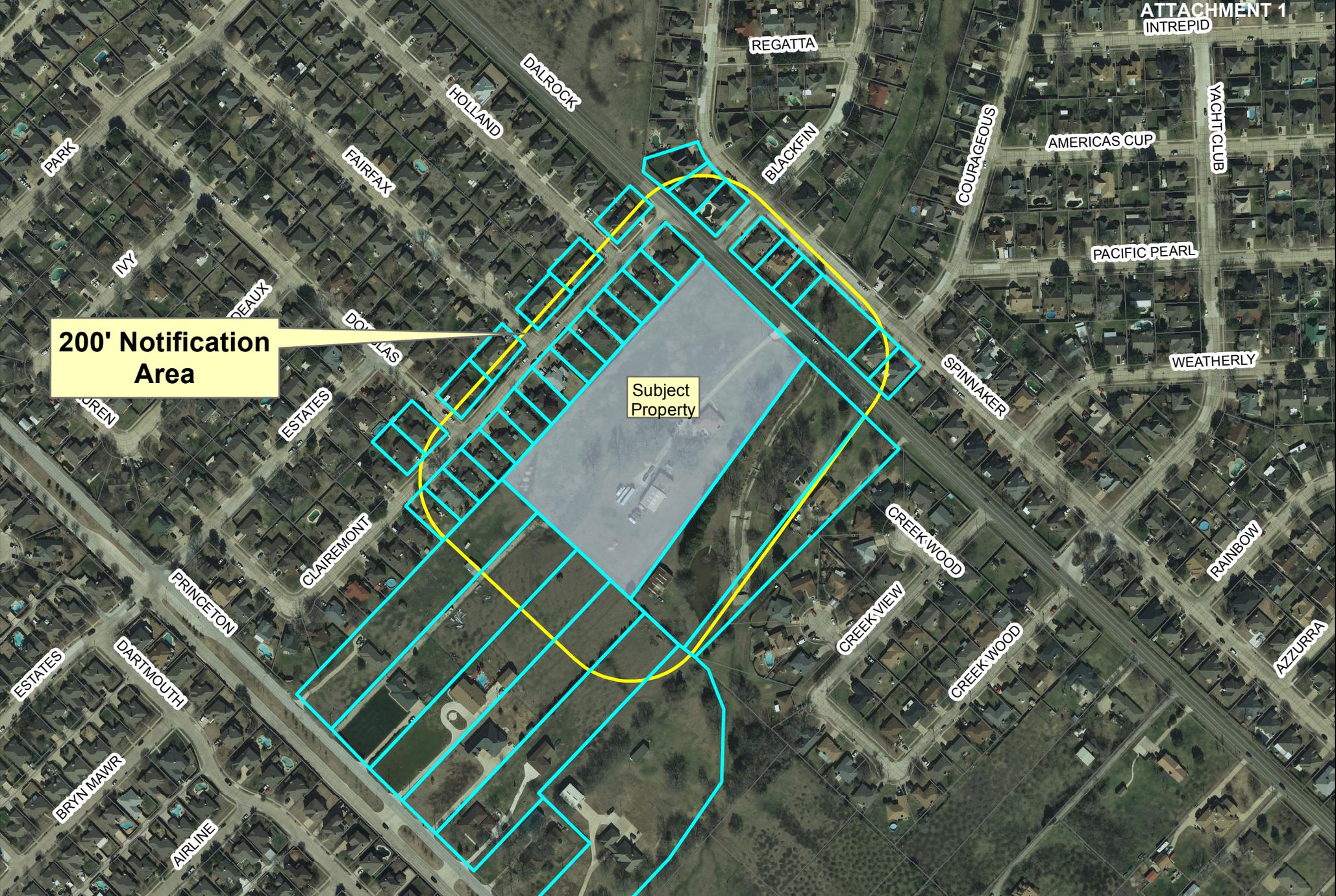
EXHIBIT A



Tom Wright
8221 Dalrock

EXHIBIT A





200' Notification Area

Subject Property



Oversized Metal Garage
8221 Dalrock Road
 Map Created: April 7, 2014



MINOR SUP
SUP 14-711
200 FT NOTIFICATION AREA

SUP14-711
Site Pictures







Existing 2,000 sq-ft structure to remain



Existing wood frame structure to be replaced with new structure attaching to existing metal building





Facing south east



Facing east

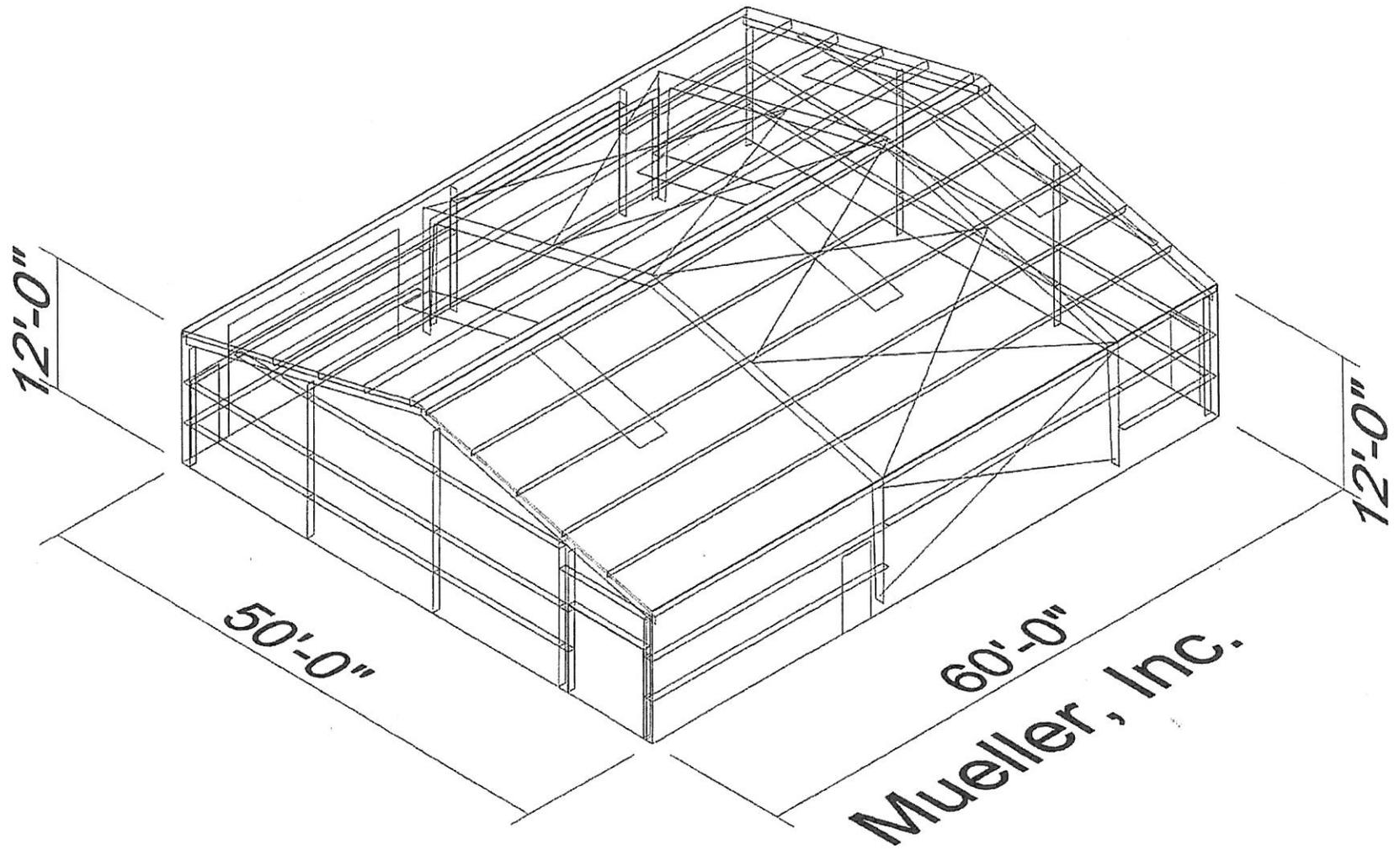


Facing north

Tom Wright 214-802-2186



Tom Wright 214-802-2186



The length of the structure was reduced from 60'f to 59'.

Rowlett

T E X A S

Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Special Use Permit

LOCATION: The subject property is located at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior. The detached garage will have a total size of 4,950 square feet. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-711).



I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:



I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

I see no reason to oppose.

SIGNATURE:

[Handwritten Signature]

ADDRESS:

8018 Clairmont, Rowlett, TX

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on May 13, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on June 3, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, May 7, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by May 28, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

Any owner of property subject to a proposed rezoning or affected by a proposed rezoning may protest the rezoning by filing a written protest (this form is sufficient with the Director of Development Services within the time specified above). The protest shall object to the zoning map amendment, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property. If protest in the form of opposition are received from property owners within 200 feet of the subject property, and the property owners own a combined minimum of 20 percent or more of the land area, approval by the City Council shall only occur with a concurring vote of at least three-fourths of the full membership of the City Council.

If you have any questions concerning this request,
please contact the Development Services
Phone 972-412-6166
FAX 972-412-6228
langford@rowlett.com

RETURN BY FAX OR MAIL
City of Rowlett
Development Services
PO Box 99
Rowlett, TX 75030-0099



Department of Public
Works / Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

[Handwritten Signature]

ADDRESS:

8213 Dalrock Road

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glangford@rowlett.com

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APR 23 2014
PLANNING DEPT.

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Development Services
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Rowlett, TX 75030-0099



Department of Public
Works / Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
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EXPLANATION OF REQUEST: The applicant requests a Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior. The detached garage will have a total size of 4,950 square feet. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SJIP-14-711).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: I don't think it affects our neighborhood

SIGNATURE: *[Signature]*
ADDRESS: 8401 Spinnaker Cove Rowlett TX 75089
4/29/14 Beatriz Cano

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on May 13, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on June 3, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior. The detached garage will have a total size of 4,950 square feet. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-711).



I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:



I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: I Dont See A problem with THIS. I Am one of a
few THAT will see it, and I Dont have a problem
with it.

SIGNATURE:

Charles E Kelly

ADDRESS:

7730 PRINCETON ROAD

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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glangford@rowlett.com

RETURN BY FAX OR MAIL
City of Rowlett
Planning/Public Works Division
PO Box 99
Rowlett, TX 75030-0099

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APR 15 2014

PLANNING DEPT.



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

Buildings on this large property will not effect us in any way.

SIGNATURE:

Lonnie McSwain

ADDRESS:

7726 PRINCETON RD

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

I have property that adjoins lengthwise. Anything they build will be an asset to values.

SIGNATURE:

ADDRESS:

8217 Dalrock Rd, 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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City of Rowlett
Planning/Public Works Division
PO Box 99
Rowlett, TX 75030-0099

RECEIVED

APR 11 2014

PLANNING DEPT.



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: The property has an existing garage already.
It would look and feel more like a warehouse area
than a residential area.

SIGNATURE: Rama Bander

ADDRESS: 7814 Clairmont Ave Rowlett TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Rowlett, TX 75030-0099

RECEIVED

APR 16 2014

PLANNING DEPT.



Department of Public
Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 7818 Princeton Road being further described as Lot 1, Block A of Loyd Estates Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a 1,440 square-foot detached garage with a metal exterior. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-710).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Amber Cannell

ADDRESS:

4128 - 19010 Clairmont Ave

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on April 22, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on May 6, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, April 16, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by April 30, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

If you have any questions concerning this request, please contact the Planning/Public Works Division

Phone 972-412-6166
 FAX 972-412-6228
glangford@rowlett.com

RETURN BY FAX OR MAIL

City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Minor Special Use Permit
LOCATION: The subject property is located at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas.
EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: too much noise

SIGNATURE: [Signature]
ADDRESS: 7910 Clairmont

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Table with 2 columns: Contact information for Planning/Public Works Division and Return by Fax or Mail address.

RECEIVED
APR 15 2014
PLANNING DEPT.



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Special Use Permit

LOCATION: The subject property is located at 8221 Dalrock Road being further described as a 6.552 acre tract in the Hanse Hamilton Abstract #548 in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Special Use Permit to construct a 2,950 square-foot addition to an existing 2,000 square-foot detached garage with a metal exterior. The detached garage will have a total size of 4,950 square feet. Per the Rowlett Development Code, any accessory structure over 500 square feet and/or constructed with a metal exterior requires a special use permit. (Case Number SUP 14-711).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: decrease the property value of my home

SIGNATURE: Duesa Adams
ADDRESS: 9313 Spinnaker Cove Rowlett, TX 75099

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on May 13, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on June 3, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Any owner of property subject to a proposed rezoning or affected by a proposed rezoning may protest the rezoning by filing a written protest (this form is sufficient with the Director of Development Services within the time specified above. The protest shall object to the zoning map amendment, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property. If protest in the form of opposition are received from property owners within 200 feet of the subject property, and the property owners own a combined minimum of 20 percent or more of the land area, approval by the City Council shall only occur with a concurring vote of at least three-fourths of the full membership of the City Council.

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RETURN BY FAX OR MAIL City of Rowlett Development Services PO Box 99 Rowlett, TX 75030-0099



Department of Public Works/Planning Division

Rowlett

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: *I Am going to Remove AN old Building AND Replace with A new building*

SIGNATURE: *Thomas B Wignate*

ADDRESS: *8221 Dalrock, Rowlett*

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------

RECEIVED
 APR 22 2014



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75080-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 8C

TITLE

Conduct a public hearing and consider a request for a Special Use Permit to construct a gazebo that does not meet the accessory structure requirements for building materials, setback and lot coverage at 6013 Magnolia Drive being further described as Lot 8, Block 8 in the Kenwood Heights #3 Addition in the City of Rowlett, Texas. (SUP14-712)

STAFF REPRESENTATIVE

Garrett Langford, AICP, Principal Planner

SUMMARY

The applicant, Richard Borne, is requesting a Special Use Permit (SUP) to construct a gazebo in the rear yard of 6013 Magnolia Lane (Attachment 1 – Location Map). The gazebo requires an SUP in order to allow the gazebo to encroach into the 3-foot rear setback, to exceed the maximum allowed coverage for the lot and rear yard, and to allow a metal roof. The Planning and Zoning Commission voted unanimously to recommend approval of this item at their May 13, 2014, Meeting.

It should be noted that this SUP is being requested based on existing conditions of the subject property and not proposed conditions, as the property owner commenced construction without obtaining the necessary building permits.

BACKGROUND INFORMATION

The subject property at 6013 Magnolia Lane is approximately 7,056 square foot lot and is zoned Single-Family Residential – 15 or minimum lot size of 15,000 sq ft. There is currently a single-family home constructed of brick and siding. In the rear yard, there is an above ground pool with a wood deck, a metal storage shed, an attached patio cover, and a rear driveway (Attachment 2 – Site Plan).

The applicant did not obtain a building permit before starting to build the gazebo. Before the applicant can obtain a building permit, the applicant must first obtain an SUP as the structure does not meet the requirements in Section 77-303 of the Rowlett Development Code for accessory structures. The gazebo violates the requirements by encroaching into the 3-foot rear setback, by using a metal roof, and by exceeding the maximum lot coverage (when combined with existing structures) of 45 percent and rear yard coverage of 35 percent.

The gazebo will cover a hot tub and will be located between the patio cover that is attached to the house and the rear yard property line. The overhang of the gazebo is approximately a foot from the overhang of the patio cover (Attachment 3 – Site Photos). There is no separation requirement in the Rowlett Development Code between accessory structures or between an

accessory structure and a principal building. The gazebo is also adjacent to an existing elevated wood deck with an above-ground pool and a rear driveway.

It should be noted that the public notices for the request indicated that the gazebo combined with other accessory structures will exceed the maximum coverage for the rear yard. After the notices were posted, it was determined that the request would exceed the maximum coverage for the total lot and exceed the maximum coverage of the rear yard. Staff determined that the public notice was sufficient in communicating the intent of the request and that an additional notice was not necessary.

DISCUSSION

Section 77-303.C.3 of the Rowlett Development Code states that any accessory structure in a residential zoning district that does not meet the requirements for an accessory structure will require a Special Use Permit. The approval criteria for a Special Use Permit (SUP) are outlined in Section 77-206 of the Rowlett Development Code (RDC). Staff recommends that City Council consider the request based on these approval criteria as detailed below. Staff has added additional commentary in bold italics beneath each point of consideration where applicable.

Section 77-206.D. Approval Criteria. Recommendations and decisions on Special Use Permits shall be based on consideration of the following criteria:

1. The proposed Special Use Permit is consistent with the Comprehensive Plan and other infrastructure-related plans, all applicable provisions of this Code, and applicable state and federal regulations;

The subject property is not located within one of the 13 opportunity areas in the Realize Rowlett 2020 Comprehensive Plan. However, the Guiding Principles in the Plan should be considered in decisions about rezoning. The most relevant principle to this zoning request is the principle of “value existing neighborhoods.” Staff sees the proposed accessory building as consistent with the surrounding properties. In staff’s opinion, the request would not deter the value of this neighborhood.

2. The proposed Special Use Permit is consistent with the purpose and intent of the zoning district in which it is located;

Accessory buildings are allowed in the SF-15 zoning district provided they meet the criteria in Section 77-300 outlined below. In addition to requiring an SUP for accessory buildings with a metal exterior, Section 77-303 also sets lot coverage, height, and setback requirements for accessory structures.

<i>Use standard</i>	<i>Regulation</i>	<i>Proposed Structure</i>
<i>Max. lot coverage</i>	<i>45 percent max</i>	<i>≈ 46.7 percent</i>
<i>Max. rear yard coverage</i>	<i>35 percent max</i>	<i>≈ 37.2 percent</i>
<i>Max. height</i>	<i>35 feet</i>	<i>13.42 feet</i>

Min. side yard setback	3 feet	22 feet
Min. rear yard setback	3 feet	2.42 feet

Total lot coverage was calculated with the size of the proposed structure and total square footage of all existing structures and pavement combined. This calculation did not include the wood deck or the pool. The calculation for lot coverage included structures or impervious surfaces that would contribute to water runoff. The existing home is approximately 2,316 sq ft in size. The existing storage shed is 84 sq ft, attached patio cover is 184 sq ft, and the driveway is 464 sq ft. The proposed gazebo is 247 sq ft. As a result, the total impervious coverage for the subject property will be 3,295.5 sq ft or 46.7 percent of the 7,056 sq ft lot.

The maximum coverage for the rear yard was calculated with the proposed structure with all existing structures and pavement in the rear yard. The rear yard is the area between the single-family home and the rear property line. The rear yard is approximately 1,951 sq ft in size. The pool and deck were not counted towards rear yard coverage. The proposed gazebo, existing storage shed, and rear driveway account for 37 percent coverage of the rear yard. The gazebo would need to be reduced by 80 sq ft in size in order to meet the coverage requirements.

3. Whether the proposed Special Use Permit meets the challenge of some changing condition, trend, or fact;

The applicant is requesting an SUP in order to finish constructing a gazebo that does not meet the required standards for lot coverage, building materials, and setbacks. The applicant is limited on where the gazebo can be placed in the rear yard given the location of the pool, the deck, and the existing patio cover. The applicant is further limited by the driveway that is accessed from an alley. Since the driveway is required for off-street parking, staff believes that the driveway should not be included in the calculation of rear yard coverage. When included in the calculation, the driveway counts towards 24 percent coverage of the rear yard.

4. Whether the proposed Special Use Permit will protect or enhance the health, safety, morals, or general welfare of the public;

The increase in total lot coverage is slightly above the 45 percent maximum lot coverage allowed in the SF-15 zoning district. The Rowlett Development Code does not have a stated purpose for the lot coverage requirement. In general, however, the lot coverage requirement in a residential setting is used to limit the amount of water runoff and to limit bulk of development in relation to the size of the property. In staff's view, a total lot coverage that exceeds the maximum by 1.7 percent does not represent a significant impact on the general welfare.

5. Whether the municipality and other service providers will be able to provide sufficient transportation and utility facilities and services to the subject property, while maintaining sufficient levels of service to existing development;

Adequate utilities, access roads, and drainage facilities exist or are being provided for the site and are sufficient for accommodating the demands associated with the request for this Special Use Permit.

6. Whether the proposed Special Use Permit is consistent with or will have significant adverse impacts on other property in the vicinity of the subject tract; and

It is not anticipated that the proposed structure will have any significant adverse impact on the adjacent property. The proposed gazebo will not be located within the side yard setback adjacent to neighboring residential properties. The 7" encroachment into the 3-ft rear setback may be considered minor, as the encroachment is towards the alley and not towards another residential property. The overhang of the gazebo does not cross the property line.

The proposed metal material for the roof of the gazebo is in a neutral color and appears to be a quality material. It does not appear that the metal roof will result in glare that will negatively impact adjacent property owners.

7. The suitability of the subject property for the existing zoning and the proposed use sought by the Special Use Permit.

The gazebo is permitted as an accessory structure in the SF-15 zoning district. In staff's opinion, the gazebo's deviations from the requirements for lot coverage, setback, and roofing materials are minor and should not adversely impact adjacent properties. Further, it is staff's opinion that the gazebo as proposed is suitable for this property.

Public Notice

As required by the Rowlett Development Code, notices of this public hearing were mailed to property owners within 200 feet. On April 17, 2014, a total of 34 notices were mailed. As of May 7, 2014, 19 have been returned in favor of the request (Attachment 4 – Returned Public Notices). In three of the responses, the signature did not match ownership information. Two other responses were returned outside of the 200-ft noticed area.

FISCAL IMPACT/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

It is staff's opinion that the request is compatible with the surrounding area. Based on meeting the criteria in the RDC, and in accordance with the Planning and Zoning Commission's recommendation, Staff recommends that City Council approve the request.

ORDINANCE

AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A SPECIAL USE PERMIT FOR PROPERTY LOCATED AT 6013 MAGNOLIA DRIVE BEING A 7,056 +/- SQUARE-FOOT TRACT OF LAND DESCRIBED AS LOT 8, BLOCK 8, KENWOOD HEIGHTS #3 ADDITION, CITY OF ROWLETT, TEXAS, TO AUTHORIZE THE CONSTRUCTION OF A WOODEN GAZEBO ACCESSORY BUILDING WITH A METAL ROOF UNDER CONDITIONS SPECIFIED HEREIN; PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners and interested persons generally, the governing body of the City of Rowlett is of the opinion that said zoning ordinance and map should be amended as provided herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:

Section 1. That the Comprehensive Zoning Ordinance, Plan and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended by granting a Special Use Permit for property located at 6013 Magnolia Drive, Rowlett, Texas, being a 7,056 +/- square-foot tract of land described as Lot 8, Block 8, of the Kenwood Heights No. 3 Addition, an Addition to the City of Rowlett, Dallas County, Texas, ("Property"), said property being zoned as Single Family Residential District – SF-15, to authorize the construction and use of an accessory building under the conditions set forth herein.

Section 2. That an accessory structure be and is hereby authorized to be constructed and used on the Property under the following terms and conditions:

1. The accessory structure shall be a gazebo, defined as a permanent stand-alone structure open on all sides;
2. The roof of the accessory structure may be constructed of metal;
3. The accessory structure shall be constructed on the Property in the dimensions and location set forth in Exhibit "A," attached hereto and incorporated herein, notwithstanding required lot and rear yard coverage requirements imposed by the Development Code, and may encroach into the required rear yard setback as shown in Exhibit "A;"

4. The Property and the accessory structure shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as heretofore amended, and as amended herein. Except as otherwise expressly provided for in this Ordinance, the development, use and occupancy of the Property and the accessory structure shall conform to the standards and regulations set forth in the SF-15 District and the regulations pertaining to accessory structures in residential districts of the Rowlett Development Code (Chapter 77 of the Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended; and
5. The authorization contained in this Ordinance is not intended and shall not be construed to approve any development plan of any kind, including but not limited to a site plan, landscaping plan, façade plan, or other plan, nor to grant any permit of any kind, otherwise required by existing ordinances of the City.

Section 3. That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 4. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

Section 5. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

Section 6. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

Section 7. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

ATTACHMENTS

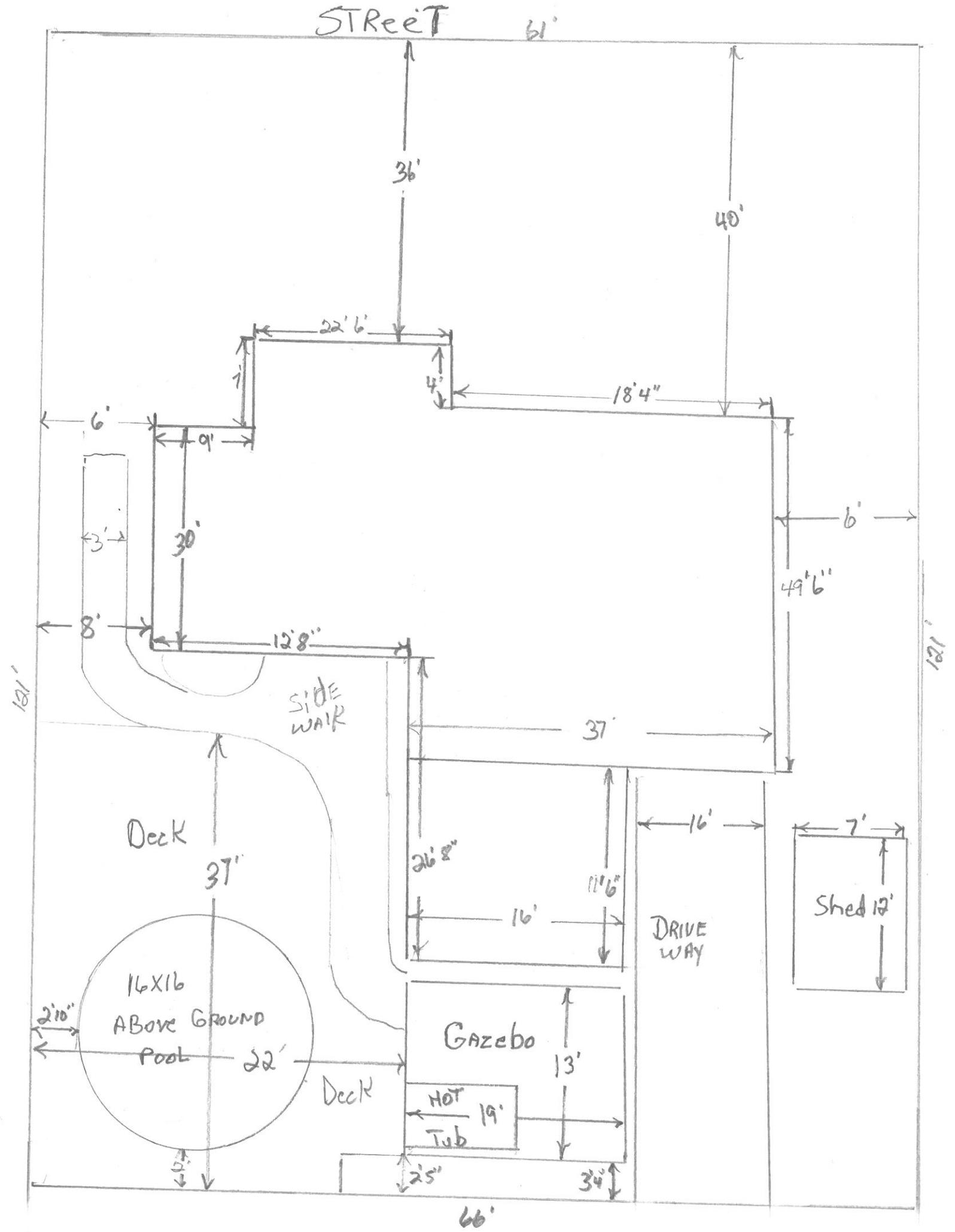
Exhibit A – Site Plan

Attachment 1 – Location Map

Attachment 2 – Site Photos

Attachment 3 – Applicant Site Photos

Attachment 4 – Returned Public Notices





200' Notification Area

Subject Property



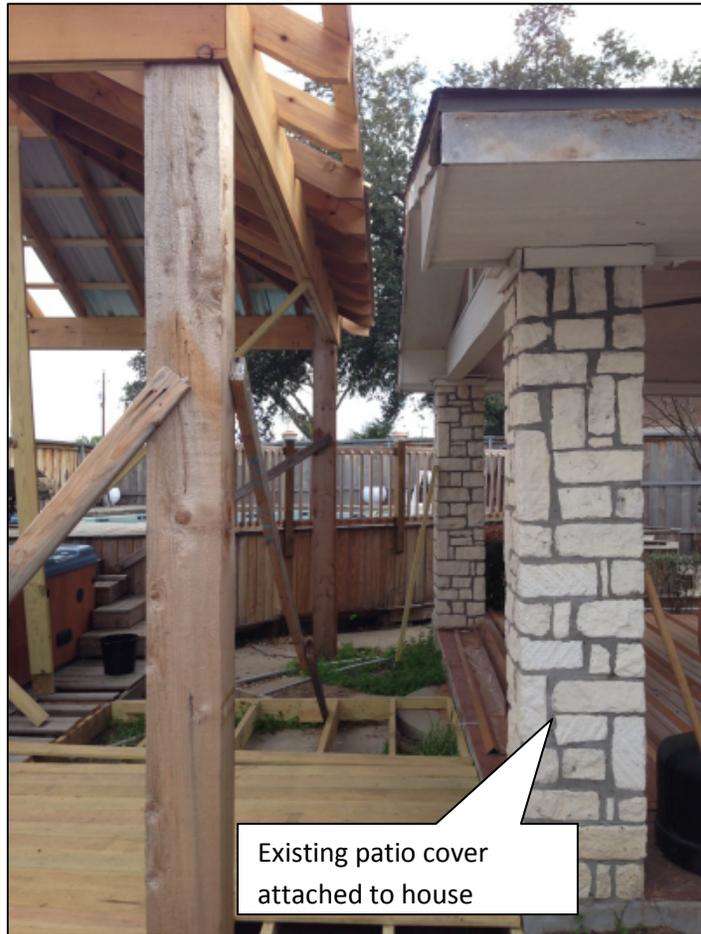
Minor SUP
6013 Magnolia Lane
Map Created: April 7, 2014



SUP 14-712
200 FT NOTIFICATION AREA

SUP14-712
Site Pictures





Existing patio cover attached to house





SUP14-712
Site Pictures





Existing patio cover attached to house









Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a Minor Special Use Permit

LOCATION: The subject property is located at 6013 Magnolia Drive being further described as Lot 8, Block 8 in the Kenwood Heights #3 Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a gazebo with a metal roof that will encroach into the 3-foot rear setback and exceed the maximum allowed lot coverage of 35 percent of the rear yard. Per the Rowlett Development Code, any accessory structure constructed with a metal exterior, encroaches in the setback and/or exceeds the maximum allowed lot coverage of the rear yard requires a special use permit. (Case Number SUP 14-712).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE: Morgaine Acheron

ADDRESS: 6005 Magnolia Ln

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Kevin Gelfand

ADDRESS:

3309 Kenwood Court Rowlett, TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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**Department of Public
Works/Planning Division**

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Special Use Permit
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: *What I could see from the alley, I think it looks nice & I personally don't have a problem with it.*

SIGNATURE: *Charles Castillo*

ADDRESS: *6106 Magnolia Ln.*

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City of Rowlett
Planning/Public Works Division
PO Box 99
Rowlett, TX 75030-0099



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Minor Special Use Permit
LOCATION: The subject property is located at 6013 Magnolia Drive being further described as Lot 8, Block 8 in the Kenwood Heights #3 Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.
EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a gazebo with a metal roof that will encroach into the 3-foot rear setback and exceed the maximum allowed lot coverage of 35 percent of the rear yard. Per the Rowlett Development Code, any accessory structure constructed with a metal exterior, encroaches in the setback and/or exceeds the maximum allowed lot coverage of the rear yard requires a special use permit. (Case Number SUP 14-712).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: *It doesn't affect the neighborhood or the value of our property*

SIGNATURE: *Allen & Michelle French*
ADDRESS: *6101 Magnolia Ln.*

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, April 16, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by April 30, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

If you have any questions concerning this request, please contact the Planning/Public Works Division
 Phone 972-412-6166
 FAX 972-412-6228
glangford@rowlett.com

RETURN BY FAX OR MAIL
 City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099

RECEIVED

APR 22 2014

PLANNING DEPT.



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Minor Special Use Permit
LOCATION: The subject property is located at 6013 Magnolia Drive being further described as Lot 8, Block 8 in the Kenwood Heights #3 Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

J. Gordon Swain

ADDRESS:

3905 Ems de Rowlett Tx 78089

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Richard A. Rayne

ADDRESS:

6015 MAGNOLIA LANE

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE: Melvina Lane

ADDRESS: 3301 Kenwood Ct, Rowlett, TX 75089

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Department of Public
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NOTICE OF PUBLIC HEARING

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Boyer D. Lewis

ADDRESS:

3306 Kenwood Ct. Rowlett, TX 75089

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: IT'S HIS PROPERTY. HE CAN BUILD A SKYSCRAPER IF THEY WANT TO.

SIGNATURE: [Handwritten Signature]

ADDRESS: 3305 KENWOOD CT. ROWLETT, TX.

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- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

[Handwritten Signature]

ADDRESS:

6102 Magnolia Ln Rowlett 75089

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- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

[Handwritten Signature]

ADDRESS:

6005 IRIS DR.

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Ernestina Sanchez

ADDRESS:

6013 Magnolia Ln Rowlett TX 75089

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Cindy Williams

ADDRESS:

6009 Iris Rowlett TX 75089

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

I like the improvements to property. Spoke with owner, will address if roof reflection is too strong.

SIGNATURE:

[Handwritten Signature]

ADDRESS:

6001 Iris Lane Rowlett TX

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NO. 10000



Department of Public Works/Planning Division

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: Because we want to build one too!

SIGNATURE: [Handwritten Signature]
ADDRESS: 3310 Kenwood Ct Rowlett, Tx 75089

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Table with 2 columns: Contact information for Planning/Public Works Division and Return by Fax or Mail address.

Hand
request



Department of Public Works/Planning Division

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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Handwritten signature of Carlos Durr

ADDRESS: 6009 MAGNOLIA LANE 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on April 22, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on May 6, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.
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I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: N.A

SIGNATURE: Cynthia Contreras

ADDRESS:

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **May 13, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **June 3, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, May 7, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by May 28, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

Any owner of property subject to a proposed rezoning or affected by a proposed rezoning may protest the rezoning by filing a written protest (this form is sufficient with the Director of Development Services within the time specified above. The protest shall object to the zoning map amendment, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property. If protest in the form of opposition are received from property owners within 200 feet of the subject property, and the property owners own a combined minimum of 20 percent or more of the land area, approval by the City Council shall only occur with a concurring vote of at least three-fourths of the full membership of the City Council.

If you have any questions concerning this request, please contact the Planning/Public Works Division
 Phone 972-412-6166
 FAX 972-412-6228
glangford@rowlett.com

RECEIVED
MAY 01 2014
PLANNING DEPT.

RETURN BY FAX OR MAIL
 City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Minor Special Use Permit
LOCATION: The subject property is located at 6013 Magnolia Drive being further described as Lot 8, Block 8 in the Kenwood Heights #3 Addition in the City of Rowlett, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.
EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a gazebo with a metal roof that will encroach into the 3-foot rear setback and exceed the maximum allowed lot coverage of 35 percent of the rear yard. Per the Rowlett Development Code, any accessory structure constructed with a metal exterior, encroaches in the setback and/or exceeds the maximum allowed lot coverage of the rear yard requires a special use permit. (Case Number SUP 14-712).

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

Donald Thompson

ADDRESS:

5907 TRIS DE ~~Rowlett~~ Rowlett TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on **April 22, 2014**, and that the City Council will hold a public hearing at 7:30 p.m. on **May 6, 2014**, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, April 16, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by April 30, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

If you have any questions concerning this request, please contact the Planning/Public Works Division
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 FAX 972-412-6228
glangford@rowlett.com

RETURN BY FAX OR MAIL
 City of Rowlett
 Planning/Public Works Division
 PO Box 99
 Rowlett, TX 75030-0099

2200



Department of Public Works/Planning Division

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Minor Special Use Permit
LOCATION: The subject property is located at 6013 Magnolia Drive being further described as Lot 8, Block 8 in the Kenwood Heights #3 Addition in the City of Rowlett, Texas.
EXPLANATION OF REQUEST: The applicant requests a Minor Special Use Permit to construct a gazebo with a metal roof that will encroach into the 3-foot rear setback and exceed the maximum allowed lot coverage of 35 percent of the rear yard.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

Backing up to Rowlett Rd. ARE MANY METAL STRUCTURES COMMERCIAL AND RESIDENTIAL.

SIGNATURE:

[Handwritten Signature]

ADDRESS:

609 Magnolia Dr.

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on April 22, 2014, and that the City Council will hold a public hearing at 7:30 p.m. on May 6, 2014, both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, April 16, 2014, for your comments to be included in the Planning and Zoning Commission packet. All responses received by April 30, 2014, will be forwarded to the City Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of responses.

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PO Box 99
Rowlett, TX 75030-0099



City of Rowlett
Staff Report

4000 Main Street
P.O. Box 99
Rowlett, TX 75030-0099
www.rowlett.com

AGENDA DATE: 06/03/14

AGENDA ITEM: 8D

TITLE

Conduct a public hearing and consider amendments to the Rowlett Development Code to remove all obsolete references to the Mixed-Use North Shore (MU-NS) zoning district and to amend the table relating to notice requirements for Special Use Permits in Section 77-803.

STAFF REPRESENTATIVE

Garrett Langford, Principal Planner
Daniel Acevedo, Urban Designer

SUMMARY

On April 15, 2014, the City Council approved the rezoning of all the land zoned Mixed Use-North Shore zoning district (MU-NS) in the City to a Form Based District. As it was indicated in the Staff Report for the April 15th rezoning of the MU-NS, staff would follow up with a proposed text-amendment to remove all references to the now obsolete MU-NS zoning district from the Rowlett Development Code (RDC). In addition, one of the proposed amendments will correct a conflict in the public notification requirements for Special Use Permits (SUPs). The Planning and Zoning Commission voted unanimously to recommend approval of the proposed text amendments to the RDC at their May 13, 2014, Meeting.

BACKGROUND INFORMATION

The rezoning of the North Shore area to Form Based Districts on April 15, 2014, made the MU-NS zoning district obsolete. The MU-NS district was created specifically for the North Shore area. This area is now zoned as Urban Village and Commercial Center under the Form Based Code. Staff has gone through the Rowlett Development Code to remove all references to the MU-NS district.

When the Mixed Use North Shore zoning was adopted, it was incorporated throughout the Rowlett Development Code. Special standards for this district were woven into Section 77-201 "Table of Zoning Districts Established," Section 77-204 "Mixed Use Districts," Section 77-303 "Accessory uses and structures," Section 77-402 "Table of Dimensional Requirements," Section 77-507 "Public and institutional commercial building standards," Section 77-510 "Exterior Lighting," and Section 77-512 "Signs." Staff has created a strikethrough-underline document to show where these references have been removed (Attachment 1).

The remaining mixed use district, Mixed Use Waterfront (MU-WF), is still in effect as there are a few properties with this zoning classification. This may change as staff works to rezone these areas in the future to align with the Realize Rowlett 2020 Comprehensive Plan.

The second part of this proposed amendment to the RDC is to correct a conflict in the RDC on the public notification requirements for an SUP. Section 77-206.C.2 of the RDC states that “notice of hearings shall be published, mailed, and posted following the same procedures associated with rezoning and in accordance with Section 77-803(F).” However, Section 77-803(F) states that only a mailing notice is required for public notification. This has come to Staff’s attention after the 2013 revisions to the RDC that replaced the use of Conditional Use Permits (CUPs) with SUPs. The proposed amended would revise Section 77-803(F) to match Section 77-206.C.2 to require public notification of an SUP to be published, mailed and posted.

DISCUSSION

Per Section 77-804.C of the Rowlett Development Code, text amendments should be considered based on the following criteria. Staff has added additional comments in bold italics.

1. Whether the proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact;

The proposed amendments to remove the MU-NS zoning district is a result of the adoption of the Form Based zoning districts for the North Shore area. As a result of this change, the MU-NS zoning district is now obsolete.

The proposed amendment related to SUPs is needed in order to correct a conflict between two sections in the RDC with regard to public notification requirements. The proposed amendment will ensure SUPs are properly notified in accordance with Texas Local Government Code.

2. Whether the proposed amendment is consistent with the comprehensive plan and the stated purposes of this Code;

The proposed amendments are considered consistent with the comprehensive plan. The MU-NS zoning district was made obsolete as a direct result of Phase III of Realize Rowlett 2020 involving the rezoning of the North Shore area to Form Based Districts. The proposed amendment to the SUP notification requirements will ensure compliance with legal public notification requirements.

3. Whether the proposed amendment will protect the health, safety, morals, and general welfare of the public;

The proposed amendments are being made in light of the health, safety, morals, and general welfare of the public.

4. Whether the proposed amendment will result in significant mitigation of adverse impacts on the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation; and

As indicated previously in this report, the proposed amendments will remove references to an obsolete zoning district and correct a conflict between two sections in the RDC. The proposed amendments will not alter regulations that would impact the natural environment.

5. Whether the proposed amendment will advance the goals of the City Council.

In regard to the MU-NS zoning district, the proposed amendments will advance the goals of the City Council by removing an obsolete zoning district that does not further the vision established by City Council in the Realize Rowlett 2020 Comprehensive Plan. As for the amendment to correct the notification requirements for SUPs, this is needed to ensure that they are properly notified in compliance with state legal public notification requirements.

Public Notice

As required by the Rowlett Development Code, notice of this public hearing was published in the *Rowlett Lakeshore Times* on April 30, 2014.

FISCAL IMPACT/BUDGET IMPLICATIONS

N/A

RECOMMENDED ACTION

The Planning and Zoning Commission voted unanimously to recommend approval of the proposed text amendments to the Rowlett Development Code at their May 13, 2014, Meeting. In accordance with the Planning and Zoning Commission's recommendation, Staff recommends that the City Council approve the proposed text amendments.

ORDINANCE

AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 77 ("DEVELOPMENT CODE") BY REPEALING ALL REFERENCES TO MU-NS AND "MIXED-USE NORTH SHORE" IN ALL SECTIONS AND TABLES WHERE SUCH REFERENCES APPEAR; BY AMENDING CHAPTER 77 ("DEVELOPMENT CODE") TO AMEND TABLE 8.3-1 ("NOTICE REQUIREMENTS") OF SECTION 77-803 TO CORRECT A CLERICAL ERROR TO PROVIDE FOR NOTICE BY PUBLICATION AND SIGNAGE FOR SPECIAL USE PERMIT APPLICATIONS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and City Council of the City of Rowlett, in compliance with state laws with reference to amending the Comprehensive Zoning

Ordinance, and in compliance with the procedures set forth in the Rowlett Development Code, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, the City Council is of the opinion and finds that the Rowlett Development Code should be amended as necessary to advance the public health, safety, morals, and general welfare of the City and the goals of the City Council as provided herein;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:

Section 1. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code," by amending section 77-201 to revise Table 2.1-1, "Zoning District Established, Hierarchy of Districts," to delete the specific row in the Mixed Use category that is identified as "MU-NS."

Section 2. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code", by amending section 77-204 to repeal subpart (2), entitled "Mixed-Use North Shore District – MU-NS," of subsection (B), leaving only subpart (1), entitled "Mixed-Use Waterfront District -- MU-WF" remaining in subsection (B) of section 77-204.

Section 3. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code," by amending Section 77-301 to amend Table 3.1-1, "Table of Allowed Uses," of subsection (E), to repeal the subcolumn entitled "MU-NS" beneath the column entitled "Mixed Use."

Section 4. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code," by amending section 77-303 to amend Table 3.4-1, "Table of Accessory Uses," to repeal the subcolumn entitled "MU-NS" beneath the column entitled "Mixed Use."

Section 5. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code," by amending section 77-401 to amend Table 4.1-3, "Dimensional Requirements – Mixed-Use Districts," to repeal the row entitled "MU-NS."

Section 6. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code," by amending Section 77-507 to repeal subsection (d) of subpart (C)(3) and to renumber the remaining subsection (e) of subpart (C)(3) in correct alphabetical sequence to subsection (d); to amend subsections (a)(2), (b)(2) and (e)(2) of subpart (C)(4) to remove references to "MU-NS North Shore District;" and to repeal all of subsection (k) of subpart (C)(4) and renumber the remaining subsection (l) to subsection (k).

Section 7. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, "Rowlett Development Code," by amending

Section 77-510 to repeal subsection (3) of subpart (e) of subsection (B)(1) repealing height standards for lighting in the “MU-NS” District and renumbering the remaining subsections (4) and (5) of subpart (B)(1)(e) in correct numerical sequence to subsections (3) and (4) of said subpart.

Section 8. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, “Rowlett Development Code,” by amending section 77-512 to amend Table 5.12-1 “Specific Sign Regulations,” in subsection (E) to repeal the subcolumn entitled “MU-NS” beneath the column entitled “Mixed Use.”

Section 9. That the Code of Ordinances of the City of Rowlett, Texas be and is hereby amended by amending Chapter 77, “Rowlett Development Code,” by amending section 77-803 to amend Table 8.3-1 in subsection (F)(2) such that the last row, entitled “Special Use Permit,” will require the publication of notice and appropriate signage, said last row to read as follows:

“CHAPTER 77

ROWLETT DEVELOPMENT CODE

...

Section 77-803. Common procedures.

...

F. *Notice.*

...

2. *Summary of notice requirements.* The following Table 8.3-1 summarizes the notice requirements of the procedures set forth in this chapter.

TABLE 8.3-1: NOTICE REQUIREMENTS				
✓ = Notice Required				
Type of Application or Procedure	Chapter	Mailed Notice (See subsection 6c. below)	Published Notice (See subsection 6d. below)	Sign Posted (See subsection 6e. below)
...
Special Use Permit	77-206	✓	✓	✓

Section 10. That all ordinances of the City of Rowlett in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 11. That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

Section 12. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

Section 13. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense.

Section 14. This ordinance shall take effect from and after its passage and the publication of the caption as the law and Charter in such cases provide.

ATTACHMENT

Attachment 1 – Rowlett Development Code Strikethrough and Underline

77-201. General Provisions

...

TABLE 2.1-1: ZONING DISTRICTS ESTABLISHED HIERARCHY OF DISTRICTS		
District Type	Abbreviation	District Name
Mixed-Use	MU-WF	Mixed-Use Waterfront
	MU-NS	Mixed-Use North Shore District

77-204. Mixed Use Districts

B. *Specific purposes of individual mixed use districts.*

1. *Mixed-Use Waterfront – MU-WF.* The MU-WF district is intended to accommodate a variety of moderate-intensity non-residential entertainment and retail uses that take advantage of lakefront locations and views. It is intended to be applied to waterfront locations.
2. ~~*Mixed-Use North Shore District – MU-NS.*~~ The MU-NS district is intended to accommodate a variety of residential and non-residential uses in small, medium, and large scale developments. It is intended to be applied to both sides of the multi-modal turnpike corridor north of Lakeview Parkway/State Highway 66. Although the district accommodates a wide variety of land uses, development should retain an open and semi-rural character when viewed from the corridor.

Sec. 77-301. Table of Allowed Uses.

TABLE 3.1-1: TABLE OF ALLOWED USES																				
General Use Categories	Specific Use Types	Residential						Non-Residential						Mixed Use		Use-Specific Regulations				
		SF-40	SF-20, -15, -10, -9, -8, -7	SF-5	MF-2F	MF-TH	MF-S	MF-U	IU	O-1	O-2	C-1	C-2	C-3	M-1		M-2	MU-WF	MU-MS	
RESIDENTIAL USES																				
Household Living	Dwelling HUD-code Manufactured Home	A	A	A	S														Subchapter 77:302A.1	
	Dwelling, Mixed Use																			
	Dwelling, Multi-Family					A	A	A											Subchapter 77:302A.3	
	Dwelling, single family (attached)					A														
	Dwelling, single family (detached)	A	A	A	S															
	Dwelling, two-family				A		A													
	Dwelling, townhouse			S	A	A	A	A												
	Dwelling, zero lot line			S	A	A	A	A												
	Manufactured Housing Park				S		S													
Group Living	Group Home	-	-	-	-	-	S	S	A	-	-	S	-	-	-	-	-	-		

	Retirement Home, Nursing Home, Continuing Care, or Assisted Living Facility	-	-	-	-	-	A	A	A	-	-	A	-	-	-	-	-	-	-	
INSTITUTIONAL AND PUBLIC USES																				
Aviation	Airports, landing fields	S									S		S	S	S	S	S	S	S	\$
	Heliports and helistops	S									S	S	S	S	S	S	S	S	S	\$
Community Facility	Animal Shelter	S													A	A			-	
	Athletic Stadium								A	S		S			S	S			\$	
	Athletic Field								A	S		S			S	S			\$	
	Municipal Uses	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Cultural Facilities	Library	A	A		A		A		A	A		A	A		A	A	A	A	A	
	Museum or art gallery	S			S		S		A	A		A	A	A	A	A	A	A	A	
Day Care	General Day Care, 20 or more enrolled	S	S	S				A	A	S	S	S								-
	Limited Day Care, less than 20 enrolled (excluding "Family Home" as defined in the accessory use chart)	S	S	S			A	S		S		S								-
Education	College of University				S		S				S		S			S				A
	Commercial School	S									S		S	A		S	A			A
	Primary or Secondary Schools (Public or Private)	A	A		A		A		A	A		A			A	A	A	A	A	
Human Health Services	Dental or Medical Office or Clinic						S	-		A	A	A	A	A	S	S				A
	Medical Laboratory											S	S		A	A				\$
	Hospital (Medical)										A		A							A
	Hospital (Psychiatric)										S									
Parks and Open Space	Cemetery (expansion or modification)	S	S		S		S						S		S	S				

	Public Golf Course	S	S		S		S			S		S			S	S	S	\$		
	Open Space	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
	Park or Playground (Public)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Religious Assembly	All	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Telecommunication Facility	Amateur radio antenna, CB antenna, or satellite dish antenna	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	Subchapter 77-302B.1
	Tower (commercial, radio, television, relay, cellular or microwave) over 40 ft.	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	\$	Subchapter 77-302B.1
	Radio broadcasting without tower									A	A	A	A	A	A	A		A		
Transit	Bus Terminal	-	-	-	-	-	-	-	-	-	-	-	S	-	S	A	-	=		
	Transit Station	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	\$	
Utility	Utility Facility, major	S	S	S	S	S	S	S	S	S	S	S	S		S	S	S	\$		
	Utility Facility, minor	A	A	A	A	A	A	A	A	A	A	A	A		A	A	A	A		
COMMERCIAL USES																			-	
Agricultural	Agricultural cultivation	A	A		A		A			S		S			S	S	S	\$		
	Agricultural grazing	A								S		S			S	S	S	\$		
Animals Sales and Service	Kennel or veterinarian office (with outside pens or runs)	S													S	S		-	Subchapter 77-302C.3	
	Kennel or veterinarian office (no outside pens or runs)	A								A		A	A		A	A		\$	Subchapter 77-302C.3	
Assembly	Clubs (service), lodges, sororities and fraternities						A	A		A		A			A	A	A	A		
Financial Services	Automated teller machine								A	A	A	A	A	A	A	A	A	A		
	Financial Institution (With or without drive-in facilities)									A	A	A	A	A	S	S	-	-		
	Alternative Financial Institution									S	S	S	S	S	S	S	-	-		

Food and Beverage Service	Delicatessen or specialty foods store (donut shop)										A	A	A	A	A			A	A		
	Nightclub										S	S	S	S	S	S	S	S	S	§	Subchapter 77-302C.5
	Restaurant (no drive-thru)											A	A	A	A	A	A	A	A	A	
	Restaurant (with drive-thru)												S	S	S	A	A	S	S	§	Subchapter 77-302C.7
Office	Single tenant office use										A	A	A	A	A	A	A	A	A	A	
	Single-phase office building or office complex with less than 100,000 sq.ft./gfa										A	A	S	S	S	S	S	A	A		
	Single-phase office building or office complex with 100,000 sq.ft./gfa or more											A	S	A	A	S	S		A		
Parking Facility	Commercial Parking Facility (lot only)																			-	Subchapter 77-302C.2
	Interior Commercial Parking Garage										S	S	S	S	S	S	S			-	
Recreation and entertainment, indoor	Recreation and entertainment center	S	S		S				A	S		S	A	A	A			A	§	Subchapter 77-302C.1	
	Sexually Oriented Business															S				-	Subchapter 77-302C.8
	Sports Arena (indoor)												S	S	S	S	S	S	S	§	
	Theater								A			S	A	A	A	A	A	A	A		
Recreation and entertainment, outdoor	Amusement Park												S			S	S	S	§		
	Commercial Amusement												S	S	S	S	S	S	-	Subchapter 77-302C.1	
	Commercial Stable	A											S		A	A	A	A	-		
	Driving Range, Putting Course	S											S	S		S		A	§		

	Private Golf Course with or without Country Club	S	S		S		S			S		A	A		A	A	A			
	Motor Raceway														S	S				
	Private Stable	A																		
	Theater (outdoor)								A				S		S	S	A	S		
Retail (Personal Service)	Barbershop or Beauty Shop								A	A	A	A	A	A	A	A		A		
	General Personal Service Establishment								A	A	A	A	A	A	A	A	A	A		
	Self Service Laudromat									S	S	S	S						-	
	Spa or massage establishment									S	S	S	S						-	Subchapter 77-302C.4
	Permanent Cosmetics	-	-	-	-	-	-	-	-	A	-	A	A	A	S	S	-	S	-	
	Tattoo Parlor	-	-	-	-	-	-	-	-	S	-	S	S	S	S	S		S		
													A	A	A	A	A	A	S	
Retail (General)	Bakery (excluding donut shops)												A	A	A	A	A	A	S	
	Building Improvement Center (with no outside display of merchandise)													A	A	A	A		S	
	Building Improvement Center (with approved outdoor storage)												S	S	A	A			-	
	General Retail, 25,000 square feet gfa or more												A	A	A			A	A	
	General Retail, 14,000-24,999 Square Feet gfa												A	A	A	A	A	A	A	
	General Retail, less than 14,000 square feet gfa												A	A	-	A	A	A	A	
	Feed store (with no outside display of merchandise)															A	A			
	Flea Market																	S		
	Funeral parlor or mortuary	-	-							S		S	S	S	A	A				
	Greenhouse and/or plant sales												S		A	A		A		

	Commercial Grower														A	A		-		
	Pet Store										S	A	A	A	A			=		
	Print Shop								A			A	A	A	A			A		
	Repair Shop													A	A			-		
	Convenience Store (gas pumps required)										S	S	S	S	S	S	S	\$		
	Small-scale manufacturing for on-site retail sale										S	S		A			S	-		
	Pawn Shop										-	-		S	A			-		
Vehicals and Equipment	Car Wash, Self Service													A	A			-		
	Car Wash, Commercial													A	A			-		
	Towing and Storage Facilities													A	A			-		
	Vehicle and boat sales and rental (new)														A	A			-	
	Retail vehicle filling station other than associated with a convenience store											S	S	S	A	A			-	Subchapter 77-302C.9
	Vehicle Service and repair, heavy														S	A			-	
	Vehicle Service and repair, light											S	S		A	A			-	
Visitor Accomodations	Bed and Breakfast																S	\$		
	Hotel										S	S	S	S	S		S	\$		
INDUSTRIAL USES																			-	
Industrial services	Building materials and outdoor lumberyard sales														A	A			-	
	Contractor Shop or storage yard														A	A			-	
	Research and scientific laboratory														A	A			A	
Manufacturing and Production	Assembly of heavy electronics and devises														A	A			A	

	Batching or manufacturing plant																		S	-	Subchapter 77-302D.1	
	Dry cleaning plant or commercial laundry																		S	A	-	
	Natural Gas or petroleum drilling or storage																		S	-	-	
	Heavy manufacturing, general																		S	A	-	
	Light manufacturing, general																		A	A	\$	
	Research and production of medical, biological, high technology and similar "clean" manufacturing																		S	A	A	A
Warehouse, Freight Movement, and Trucking Facilities (including RV or Boat Storage)	Freight or truck terminal																			A	-	
	Mini-warehouse/self storage																		S	S	-	
	Wholesale distribution center																		S	S	\$	
	Office/Warehouse																		A	A		
	Wholesale or bulk storage of gasoline, propane or butane, or other petroleum products																			S		
Waste and Salvage	Reclamation facilities																		S	S		
	Portable recycling collection point																		S	S		Subchapter 77-302D.2
	Recycling plant																		S	S		
	Wrecking and salvage yard																			S		Subchapter 77-302D.3

Sec. 77-303. Accessory uses and structures.

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TABLE 3.4-1: TABLE OF ACCESSORY USES																		
A = Allowed Use S = Special Use Permit	Residential							Non-Residential Use							Mixed Use		Use-Specific Regulations	
	SF-40	SF-20, -15, -10, -9, -8, -7	SF-5	MF-2F	MF-TH	MF-S	MF-U	IU	O-1	O-2	C-1	C-2	C-3	M-1	M-2	MU-WF		MU-MS
Accessory Building	A	A	A					S							S	S		III.C.3
Day Care for not more than six children, including the caregiver's own under-age children.	S	S	S	S														
Family Home	A	A	A		A													
Financial institutions within and incidental to a primary use								A	A	A	A	A	A			A	A	
Garage Apartment	A	A		A		A												
Greenhouse that does not exceed 50 percent of the principal dwelling	A	S	S	S	S			S										
Heliports and helistops	S							S	S	S	S	S	S	S	S		S	
Home occupations	A	A	A	A	A	A	A									A		III.C.4
Incidental accessory Uses	A								A		A	A	A	A	A	A	A	
Outdoor storage display and sales									S	S	S	S	S	S	S	S	S	III.C.4
Produce stand	A							S			S	S	S			S		
Public park or playground	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	
Quarters for caretaker/guard as part of a permanent structure	S	S				S			A		A	A	A	A	A	S		
Restaurants incidental to the main use									S	S	S	S	S	S	S	S	S	
Retail sales or service, incidental									A	A	A	A	A			A	A	

Sec. 77-401. Tables of dimensional requirements.

TABLE 4.1-3: DIMENSIONAL REQUIREMENTS – MIXED-USE DISTRICTS (Additional standards may apply. See Use-Specific Standards in Subchapter 77-302)										
District	Lot Size and density					Minimum Setback Requirements			Min. Floor Area per Dwelling Unit (sq. ft.)	Max. Height (ft.)
	Max. Density (du/acre)	Min Lot Area (sq. ft./lot)	Min. Width (ft.)	Min. Depth (ft.)	Max. Lot Coverage (%)	Front (ft.)	Side	Rear (ft.)		
MU-WF	None	None	None	None	65	50 (front setbacks include those facing the lake; setbacks must be above 440.45 mean sea level)	<i>Yard adjoining residential district or intersecting street: 50 Corner lot: 50 ft. from all street rights-of-way</i>	30 (comprised of alley, service court, rear yard, or combination thereof)	None	30, or 2 stories
MU-NS	None	4 acres	None	None	30	50	50	50	None	None

[NOTES:]

Note 1: Average front yard setbacks in IU District: If 25 percent of more of the lots on one side of the street between two intersecting streets are improved with buildings, all of which have observed an average setback line of greater than 25 feet, and no building varies more than six feet from this average setback line, then no building shall be erected closer to the street line than the minimum setback so established by the building: but, not greater than 35 feet.

Sec. 77-507 Public and Institutional Commercial Building Standards

C. Standards for all public/institutional and commercial structures

3. Building orientation.

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~~(d) In MU-NS District – North Shore District.~~(e) (d) In MU-WF District – Waterfront Area.

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4. Building massing and façade

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(a) Building mass.

(2) In C-3 District—President George Bush Turnpike Corridor south, and ~~MU-NS District—North Shore District.~~

(b) Wall Articulation.

(2) In C-3 District—President George Bush Turnpike Corridor south, and ~~MU-NS District—North Shore District.~~

...

(e) Roofs

...

~~(2) In C-2 District – Lakeview Parkway Corrdior, C-3 District – President George Bush Corridor south, MU-NS District – North Shore District.~~

...

~~(k) Additional provisions for MU-NS District – North Shore District.~~

~~(1) General character. The MU-NS district represents the largest contiguous area of vacant, developable land in Rowlett. The construction of the President George Bush Turnpike through the MU-NS district will create important economic development opportunities for the city, and will create opportunities to enhance the image of the city. To maximize these opportunities, it is important to ensure that the MU-NS district retain a unique character and high quality development standards. Because opportunities for more urban character development exist along portions of the Turnpike south of Lakeview Parkway/SH 66, the character of development in the MU-NS district should preserve a less-urbanized character that emphasizes open space, views, and natural areas. More intense development should occur in activity centers focused on major Turnpike interchanges, and development outside of activity centers should be lower in scale and height.~~

~~(2) Open space.~~ All development in the MU-NS district shall be required to protect the amount of private, on-site open space specified in subchapter 77-503 of this Code. Open space required by subchapter 77-503 is not required to be dedicated for public use, or to be open to the public. Required open space shall be organized so as to create a continuous, contiguous system of open space, if possible, and to connect to private on-site open space protected by adjacent properties, if possible. In addition, such open space shall incorporate or complement as many of the following features as possible:

- ~~a. Streams or drainage ways;~~
- ~~b. Parks and public open space areas on or adjacent to the site;~~
- ~~c. Significant views of the Lake Ray Hubbard as viewed from dedicated public parks and open space, from the Turnpike, or from collector or arterial streets;~~
- ~~d. Riparian wildlife habitat.~~

~~(3) Activity centers.~~ Activity centers should be located within one-half mile of a Turnpike interchange, and should incorporate the following organizing elements:

- ~~a. A focal point that serves as the center of the area with the highest development density or the most intense activity in the activity center. The focal point shall include a distinctively designed building or feature that is visible from the Turnpike and that is immediately adjacent to the Walkable Main Street element (as defined below). The tallest buildings and the buildings with the highest development density within the activity center shall be located on within 660 feet of the focal point.~~
- ~~b. A Walkable Main Street, at least 660 feet long, to act as a linear pedestrian feature within or connecting to the focal point. The Main Street shall be a public or private street or major walkway that serves as the primary walkable street in each activity center and may or may not allow automobile traffic (at the applicant's option).~~

~~(k) (4) Additional Provisions for In Mu-WF District – Waterfront Area.~~

Sec. 77-510 Exterior Lighting

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B. Applicability.

1. General

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(e) Height standards for lighting.

~~(3) In MU-NS District – President George Bush Turnpike Corridor north.~~

~~(3)(4) In MU-WF District 0 Waterfront Area.~~

Sec. 77-803. Common procedures.

TABLE 8.3-1: NOTICE REQUIREMENTS

TABLE 8.3-1: NOTICE REQUIREMENTS				
✓ = Notice Required				
Type of Application or Procedure	Chapter	Mailed Notice (See subsection 6c. below)	Published Notice (See subsection 6d. below)	Sign Posted (See subsection 6e. below)
Special Use Permit	<u>77-206</u>	✓	✓	✓