



GARLAND

AGENDA

REGULAR MEETING OF THE CITY COUNCIL

City of Garland
Council Chambers, City Hall
William E. Dollar Municipal Building
200 North Fifth Street
Garland, Texas
Tuesday, December 7, 2021
7:00 p.m.

The City Council extends to each visitor a sincere welcome. We value your interest in your community and your participation in the meetings of this governing body. Regular meetings of the City Council are held the 1st and 3rd Tuesdays of each month, beginning at 7:00 p.m.; the City Council meets regularly in work sessions at 6:00 p.m. the Monday preceding each regular meeting.

The meeting will be broadcast by webinar or telephone at the following URL:

https://garlandtx.zoom.us/webinar/register/WN_6afUmjQSRom2t15poPT8Sg

Registration for the online meeting is required. The meeting will be recorded and will be available for viewing the next day at www.garlandtx.gov.

For those without internet access to the meeting, a dial-in option is available. The numbers are:

Additionally, the meeting may be accessed by phone at the following number:

346-248-7799
470-250-9358
470-381-2552

The Meeting ID is: 863 6558 6210

Garland City Hall and Council Chambers is wheelchair accessible. Special parking is available on the east side of City Hall and on Austin & State Street west of City Hall.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services must contact the City Secretary's Office at (972) 205-2404 at least two working days prior to the meeting so that appropriate arrangements can be made.

BRAILLE IS NOT AVAILABLE.



LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE

It is the custom and tradition of the members of the City Council to have an invocation and recital of the Pledge of Allegiance prior to the beginning of the meeting. Members of the audience are invited to participate. However, members of the audience are not required to participate. The decision to participate is strictly a matter of personal choice and has no bearing on matters to be considered by the City Council and will not affect the decisions to be made during the meeting.

MAYORAL PROCLAMATIONS, RECOGNITIONS AND ANNOUNCEMENTS

The Mayor may present proclamations and recognize attendees or award winners, and may make announcements regarding upcoming City events and matters of interest to citizens. There will be no Council deliberations or votes on these matters.

CONSENT AGENDA

All items under this section are recommended for approval by a single motion of Council, without discussion. Council has had the opportunity to review each of these items at a previous work session and approval of the consent agenda authorizes the City Manager to implement each item. The Mayor will announce the agenda and provide an opportunity for members of the audience and the City Council to request that an item be removed and considered separately.

- | | | | | | |
|--|---|--|-----------------|------------------|--------------|
| 1. | Consider approval of the minutes of the November 16, 2021 Regular Meeting. | | | | |
| 2. | Consider approval of the following bids: | | | | |
| a. | <table><tr><td>Information Technology Data Backup Solution
Licensing and Support Agreement</td><td>Bid No. 0142-22</td></tr><tr><td>EC America, Inc.</td><td>\$144,284.32</td></tr></table> | Information Technology Data Backup Solution
Licensing and Support Agreement | Bid No. 0142-22 | EC America, Inc. | \$144,284.32 |
| Information Technology Data Backup Solution
Licensing and Support Agreement | Bid No. 0142-22 | | | | |
| EC America, Inc. | \$144,284.32 | | | | |

This request is for the renewal of the licensing and support agreement for the City's IT data backup solution.

- b. Data Center Video Storage Capacity Expansion** **Bid No. 0145-22**
Unique Digital, Inc. **\$106,800.61**

This request is for the hardware, software and support necessary for data center video storage capacity expansion due to an increase in video surveillance storage requirements.

- c. GP&L LED Street Light Conversion Labor and Equipment** **Bid No. 1393-21**
Highway Intelligent Traffic Solutions, Inc. **\$1,849,181.25**

This request is to provide labor and equipment needed for the completion of the LED Street Light Conversion project.

- d. Hyland OnBase Document Management Renewal** **Bid No. 0146-22**
DataBank IMX, LLC **\$220,223.54**

This request is for the renewal of support and maintenance services for the City's Hyland OnBase enterprise document management system.

- e. Laboratory Ventilation Preventive Maintenance and Repair Service Agreement** **Bid No. 0047-22**
Siemens Industry, Inc. **\$167,797.26**

The request is to provide preventive maintenance and repair services for the City of Garland Laboratory Service Buildings ventilation system. This approval is for a Term Agreement with four optional renewals.

- f. Ford and Belmont Alleys Wastewater Mains Replacement** **Bid No. 0014-22**
Joe Funk Construction, Inc. **\$886,206.48**
Optional Contingency **100,000.00**
TOTAL: **\$986,206.48**

This request is to provide construction services to replace approximately 3,000 linear feet of wastewater mains, including manholes and service laterals. An Optional Contingency is included for any additional work that may be required.

- g. Final Effluent Pump Motors** **Bid No. 0175-22**
Jersey Equipment Company **\$193,610.00**

This request is for the replacement purchase of two General Electric motors for the Final Effluent Pumps, to pump plant effluent to the final outfall.

- h. GP&L College to Brand 138kV Transmission** **Bid No. 0073-22**
Line Upgrade Materials
Techline, Inc. **\$1,433,990.10**
Optional Contingency **143,399.01**
TOTAL: **\$1,577,389.11**

This request is for the purchase of conductor, optical ground wire, and associated construction materials needed for the College to Brand 138kV Transmission Line upgrade. An Optional Contingency is included for any additional materials that may be required.

- i. Parking Lot Improvements at Various Park** **Bid No. 1363-21**
Sites
Home Run Construction **\$3,044,516.30**
Optional Contingency **305,500.00**
TOTAL: **\$3,350,016.30**

This request is to provide pavement and drainage improvements at eight parking lots. An Optional Contingency is included for any additional work that may be required.

- j. Montclair No. 2 & No. 3 Drainage** **Bid No. 0187-22**
Improvements Design Services
O'Brien Engineering, Inc. **\$473,943.00**

This request is to obtain professional services for the design of drainage, roadway, water and sanitary sewer improvements within the Montclair Subdivision along La Jolla Drive, as well as the intersecting streets of Intervale Drive, Mill River Drive, Tahoe Drive, and Birchwood Drive.

- k. Downtown Improvements - Construction** **Bid No. 0188-22**
Materials Testing Services
Alliance Geotechnical Group **\$127,707.00**

This request is to obtain Construction Materials Testing Services in support of the Downtown Improvements - Public Space, Infrastructure and Surrounding Streetscapes.

- I. Saturn Springs Estates Drainage Improvements Design Services** **Bid No. 0189-22**
O'Brien Engineering **\$1,183,860.00**

This request is to obtain professional services for the design of drainage, roadway, water and sanitary sewer improvements within the Briarwood, Glenbrook and Saturn Springs Drainage Systems, located in the Saturn Springs Estates neighborhood.

- m. GP&L Elm Grove Switch Station Cut-In Materials** **Bid No. 0095-22**
KBS Electrical Distributors, Inc. **\$108,185.93**
Optional Contingency **10,818.59**
TOTAL: **\$119,004.52**

This request is for the purchase of a 75' tubular structure and associated materials needed for the cut-in of the Wylie to Elm Grove transmission line to the Elm Grove Switch Station. An Optional Contingency is included for any additional materials that may be required.

- 3. Public hearings were previously conducted for the following zoning cases. Council approved the requests and instructed staff to bring forth the following ordinances for consideration.**

- a. Zoning File No. Z 21-29, Millennium Village, L.P. / Masterplan (District 7)**

Consider an ordinance amending the Garland Development Code of the City of Garland, Texas, by approving 1) a Change in Zoning from Planned Development (PD) District 85-20 for Community Retail Uses to a Planned Development (PD) District for Multi-family Use and 2) a Detail Plan for Multi-family development on a 4.540-acre tract of land located at 1602 Belt Line Road; providing for conditions, restrictions, and regulations; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.

- b. Zoning File No. Z 21-34, Westfall Engineering, PLLC (District 1)**

Consider an ordinance amending the Garland Development Code of the City of Garland, Texas, by approving 1) a Specific Use Provision for Restaurant, Drive-Through and 2) a Detail Plan for Restaurant, Drive-Through on a 0.784-acre tract of land zoned Planned Development (PD) District 13-02 and located at 5300 North Garland Avenue; providing for conditions, restrictions, and regulations; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.

c. Zoning File No. Z 21-40, Mousa Abudaabes, Plato's Closet Store (District 1)

Consider an ordinance amending the Garland Development Code of the City of Garland, Texas, by approving 1) an Amendment to Planned Development (PD) District 04-54 to allow a Used Goods, Retail Sales (Indoors) Use and 2) a Specific Use Provision to allow a Used Goods, Retail Sales (Indoors) Use on a 9.9224-acre tract of land located at 4430 Lavon Drive, Suite 374; providing for conditions, restrictions, and regulations; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Notice of Conditions of Compliance Clause; providing a Savings Clause and a Severability Clause; and providing an effective date.

4. Approve by minute action the Council Rules of Order and Policies

At the August 2, 2021 and August 16, 2021 Work Session, Council Member Robert John Smith, chair of the Administrative Service Committee, presented several changes to the Council Rules of Order and Policies that were agreed upon by the Council. These changes to the Council policies included items regarding facility naming and dedication plaques, donation handling, businesses engaging in the creation of economic brownfield's, dignitary recognition protocols, and City facilities' usage policies and procedures.

5. Consider an ordinance amending section 4.61, "Administrative Approval of Alternative Compliance," of Chapter 4, Article 4, Division 5, of the Garland Development Code for the City of Garland, Texas; providing a Savings Clause; providing a Severability Clause; and setting an effective date.

Council is requested to approve an ordinance to consider an amendment to Section 4.61, "Administrative Approval of Alternative Compliance," of Chapter 4, Article 4, Division 5, of the Garland Development Code. Council was briefed on this item at the November 8, 2021 Work Session.

6. Consider and ordinance adding an Article II, "Property Maintenance and Nuisance Abatement," of Chapter 32, "Property Sanitation and Housing Services," of the Code of Ordinances of the City of Garland, Texas; providing a penalty under the provisions of Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas; providing a Savings Clause and Severability Clause; and providing and effective date.

Council is requested to consider adding an Article II, to Chapter 32, of the Code of Ordinances, "Property Maintenance and Nuisance Abatement" and "Property Sanitation and Housing Services." This item was presented to Council at the November 8, 2021 Work Session.

ITEMS FOR INDIVIDUAL CONSIDERATION

Speaker Regulations:

Anyone wishing to speak for, against, or on agenda items must fill out a speaker card and give it to the City Secretary before speaking (cards are located at the entrance to the Council Chambers). The Mayor will recognize speakers; he may impose a time limit and may provide for rebuttal. All comments and testimony are to be presented from the podium.

7. Hold public hearings on:

- a. **Consider a Zoning request by Kimley-Horn to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane in District 6.**

Consideration of the application of Kimley-Horn, requesting approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes. This property is located at 1902 Patterson Lane. (File Z 21-38, District 6)

- b. **Consider a Detail Plan request by Kimley-Horn to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane in District 6.**

Consideration of the application of Kimley-Horn, requesting approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37. This property is located at 1902 Patterson Lane. (File Z 21-38, District 6)

8. Citizen comments.

Persons wishing to address issues not on the agenda may have three minutes to address Council at this time. Council is prohibited from discussing any item not posted according to the Texas Open Meetings Act.

9. Adjourn.

All Regular Council meetings are broadcast live on CGTV, Time Warner Cable Channel 16, and Frontier FIOS TV 44. Meetings are rebroadcast at 9:00 a.m. and 7:00 p.m. on Wednesday-Sunday and at 7:30 p.m. on Thursday. Live streaming and on-demand videos of the meetings are also available online at www.garlandtx.gov. Copies of the meetings can be purchased through the City Secretary's Office – audio CD's are \$1 each and DVD's are \$3 each.



GARLAND

City Council Regular Session Agenda

1.

Meeting Date: 12/07/2021

Item Title:

Submitted By: Elisa Morales, Management Services Coordinator , Administration

Summary:

Consider approval of the minutes of the November 16, 2021 Regular Meeting.

Attachments

Minutes November 16



GARLAND

MINUTES

The City Council of the City of Garland convened in regular session at 7 p.m. on Tuesday, November 16, 2021, in the Council Chambers at the William E. Dollar Municipal Building, 200 North Fifth Street, Garland, Texas, with the following members present:

Present: Mayor Scott LeMay
Mayor Pro Tem Dylan Hedrick
Deputy Mayor Pro Tem B. J. Williams
Council Member Jeff Bass
Council Member Deborah Morris
Council Member Ed Moore
Council Member Rich Aubin
Council Member Robert Vera
Council Member Robert John Smith

Staff Present: City Manager Bryan Bradford
Deputy City Manager Mitch Bates
Assistant City Manager Judson Rex
Interim City Attorney Brian England
City Secretary Eloyce René Dowl

LEGISLATIVE PRAYER AND PLEDGE OF ALLEGIANCE

It is the custom and tradition of the members of the City Council to have an invocation and recital of the Pledge of Allegiance prior to the beginning of the meeting. Members of the audience are invited to participate. However, members of the audience are not required to participate. The decision to participate is strictly a matter of personal choice and has no bearing on matters to be considered by the City Council and will not affect the decisions to be made during the meeting.

MAYORAL PROCLAMATIONS, RECOGNITIONS AND ANNOUNCEMENTS

The Mayor may present proclamations and recognize attendees or award winners, and may make announcements regarding upcoming City events and matters of interest to citizens. There will be no Council deliberations or votes on these matters.

Mayor LeMay and Paul Mayor, CEO, Garland Chamber of Commerce, presented the Small Business Saturday proclamation to Mark Morrocco, MG Retail Partners and Dala Rowntree, Plaza Garland.

CONSENT AGENDA

All items under this section are recommended for approval by a single motion of Council, without discussion. Council has had the opportunity to review each of these items at a previous work session and approval of the consent agenda authorizes the City Manager to implement each item. The Mayor will announce the agenda and provide an opportunity for members of the audience and the City Council to request that an item be removed and considered separately.

Motion was made by Council Member Vera to approve the Consent Agenda as presented, seconded by Mayor Pro Tem Hedrick. Motion Carried:

Vote: 9 ayes, 0 nays

1. **APPROVED** Consider approval of the minutes of the November 9, 2021, Regular Meeting.

2. Consider approval of the following bids:

a. **APPROVED** Construction Equipment

Bid No. 0116-22

RDO Equipment Company

\$142,725.00

This request is for the replacement purchase of a Backhoe Loader with hydraulic hammer and a new purchase of a small Excavator with standard canopy to be utilized by the Water Department.

- b. APPROVED Skid Steer Loader and Motor Grader Bid No. 0119-22**
- Caterpillar, Inc. \$433,757.00**
- This request is for the replacement purchase of a Motor Grader to be utilized by the Street Department and a new purchase of a Skid Steer Loader to be utilized by the Water Department.
- c. APPROVED Sewer Surveillance Van Bid No. 0117-22**
- Grande Truck Center \$253,407.00**
- This request is for a replacement purchase of a Sewer Surveillance Van to be utilized by the Wastewater Department.
- d. APPROVED Fuel and Lube Truck for Hinton Landfill Bid No. 0118-22**
- Lonestar Freightliner Group, LLC \$282,204.00**
- This request is for the replacement purchase of a Fuel and Lube Truck to be utilized by the Hinton Landfill.
- e. APPROVED Sewer Jet Truck Bid No. 0120-22**
- | | |
|---|-------------------------|
| Grapevine Dodge Chrysler Jeep, LLC | \$56,659.00 |
| Texas Underground, Inc. | <u>91,277.05</u> |
| TOTAL: | \$147,936.05 |
- This request is for the replacement purchase of a Sewer Jet Truck to be utilized by the Wastewater Department.
- f. APPROVED Replacement Vans Bid No. 0124-22**
- Caldwell Country Ford \$115,020.00**
- This request is for the replacement purchase of three Vans to be utilized by the Police, Facilities Management and Wastewater Departments.
- g. APPROVED Simunitions Training Facility Design Services Bid No. 0126-22**
- Brinkley Sargent Wiginton Architects \$201,000.00**

This request is to obtain professional services for the architectural and engineering design for the renovation of the existing Garland Evidence Building to repurpose the facility for use as a Simunitions/Reality-Based Training facility.

- h. APPROVED Satellite Imagery Analysis for Underground Water Leaks Bid No. 0094-22**

Utilis, Inc. \$143,000.00

This request is to provide two project deliveries of satellite imagery of points of interest for suspected water leaks in our water distribution system, including a detailed map model of potential pipe deficiencies.

- i. APPROVED Sundown Lane and Rollingwood Commons Water and Wastewater Improvements Bid No. 0130-22**

Grantham & Associates, Inc. \$159,855.00

This request is to obtain Engineering and Surveying services associated with replacement of water and wastewater lines.

- j. APPROVED Range Improvements Design Services Bid No. 0125-22**

Brinkley Sargent Wiginton Architects \$233,000.00

This request is to obtain professional services for the architectural and engineering design for enhancements to the existing Garland Police Range.

- k. APPROVED Spencer 4 Cooling Tower Repair Bid No. 0671-21**

Master Tech Services, Inc. \$310,634.00

This request is to approve a Change Order for the Spencer Plant Unit 4 cooling tower repairs.

- l. APPROVED Replacement Vehicles Bid No. 0132-22**

Silsbee Ford, Inc. \$630,498.00

This request is for the replacement purchase of twenty vehicles to be utilized by various City departments.

- m. APPROVED Construction Material Testing for Bobtown Road, Waterhouse Boulevard and South Country Club Improvements Bid No. 0909-20**

TSIT Engineering and Consultants, LLC \$25,220.00

This request is to approve a Change Order to provide additional Construction Material Testing (CMT) services for the Bobtown Road, Waterhouse Boulevard and South Country Club Improvements project.

n. APPROVED Technical Consulting Services

Bid No. 0133-22

Principle Services, LLC \$700,000.00

This request is to obtain project management, contractor oversight, construction management, cost tracking, scheduling & procurement assistance and communications coordination with other utilities and contractors related to transmission and substation infrastructures and construction activities. This approval is for a Term Agreement with two optional renewals.

- 3. APPROVED Resolution No. 10511** declaring that the purposes of the Decommissioning Reserve Account under the Joint Operating Agreement between the Texas Municipal Power Agency ("Agency") and the cities of Bryan, Denton, Garland and Greenville (The "Member Cities") have been accomplished and approving a reduction of the required account balance of the Decommissioning Reserve Account.

At the November 8, 2021 Work Session, Council considered approving a resolution reducing the TMPA Decommissioning Reserve Account to \$0.00 which will allow for proceeds from the sale of the Gibbons Creek Lignite Mine lands to be dispersed to the Member Cities, rather than deposited into the Account.

- 4. APPROVED Resolution No. 10512** accepting a Texas Department of Transportation (TxDOT) Selective Traffic Enforcement Program (STEP) Impaired Driving Mobilization (IDM) Grant in the amount of \$15,057.00; and providing an effective date.

At the November 8, 2021 Work Session, Council considered accepting a Texas Department of Transportation (TxDOT) Selective Traffic Enforcement Program (STEP) - Impaired Driving Mobilization (IDM) Grant in the amount of \$15,057.00.

- 5. APPROVED Resolution No. 10513** authorizing the City Manager to execute a Project Specific Agreement with Dallas County for transportation improvements to the Duck Creek Central Trail - Segment 2 MCIP Project from Briarwood Drive to the southern limits of Duck Creek Central Trail - Segment 1 at the north side of the Jack Coleman Tennis Complex in Rick Oden Park (Project 12001), within the City of Galand, Dallas County and providing an effective date.

At the November 8, 2021 Work Session, Council considered whether to enter into a Project Supplemental Agreement (PSA) with Dallas County for the design and construction of the Duck Creek Central Trail - Segment 2.

6. **APPROVED** Minute action approval of one purchase agreement negotiated to date with the property owner in the amount of \$112,585.

Council has been briefed on previous occasions of the plans for the Bottlenecks Improvements Program. The program will widen improvements and provide additional turn bays to relieve bottlenecks at 12 major intersections throughout the city and alleviate road congestion. The program requires the acquisition of easements and right-of-way (only "strips and clips" are needed for the program). One purchase agreement has been successfully negotiated with a property owner for the acquisition of land needed to move forward with the Buckingham/Plano intersection/project within the program.

7. **APPROVED** Minute action the approval of one purchase agreement negotiated to date with the property owner in the amount of \$121,063.

Council has been briefed on previous occasions of the plans for Naaman School Road (from Brand to S.H. 78 / Lavon Drive). It is currently a two-lane asphalt street and is being reconstructed to a four-lane divided roadway with curbs. This requires additional land/right-of-way and staff has been working with consultants to acquire the necessary property. One additional purchase agreement has been successfully negotiated with a property owner for the acquisition of land needed to move forward with the project.

ITEMS FOR INDIVIDUAL CONSIDERATION

Speaker Regulations:

Anyone wishing to speak for, against, or on agenda items must fill out a speaker card and give it to the City Secretary before speaking (cards are located at the entrance to the Council Chambers). The Mayor will recognize speakers; he may impose a time limit and may provide for rebuttal. All comments and testimony are to be presented from the podium.

8. **APPROVED** Consider a resolution of the City of Garland, Texas finding and determining that the public necessity and convenience require the acquisition of various property rights located along Naaman School Road, east of Brand Road and west of State Highway 78, in the city of Garland, Texas, situated in the Mid-Crossing addition, in the City of Garland, county of Dallas, Texas, said property interests being more particularly described below; providing authorizations to acquire such property rights by purchase or condemnation and making certain findings pertaining thereto; providing further authorizations as may be necessary to carry out the purposes of this resolution; and providing an effective date.

The City has been able to negotiate with property owners of whole-takes in the project area to acquire the necessary property interests. The City has also been able to negotiate with some of the strips and clips owners in the area, as well, to acquire the necessary property interests. However, the City

has not been able to successfully negotiate a final purchase price with one strips and clips property owner. The owner is named in the proposed resolution. State law requires particular wording to be used in a motion to adopt a resolution authorizing the initiation of condemnation proceedings. The City Attorney will provide in written form the appropriate wording of the motion. Council was briefed on requirements for land acquisition on the Naaman School Road project on April 5, 2021 and on February 1, 2021, respectively, in Executive Session.

Motion was made by Council Member Bass that the City Council of the City of Garland, Texas, authorize the use of the power of eminent domain to acquire the following property located within the Jacob Reagor Survey, Abstract No. 11258, City of Garland, Dallas County, Texas, and being more particularly described as:

3232 Lavon, being Lot 2, Block 1, Mid-Crossing addition, and being described in the General Warranty Deed to Wendy's Properties, LLC recorded in Instrument Number 201500283378, Official Public Records of Dallas County, Texas, for the expansion of, and construction of improvements to, a certain public right-of-way, commonly know as Naaman School Road.

My motion includes approval of the proposed resolution and intends that the record vote on this matter applies to all units of property to be condemned, seconded by Council Member Smith. Motion carried:

Vote: 9 ayes, 0 nays adopting **Resolution No. 10514**

9. **APPROVED** Consider a resolution of the City of Garland, Texas finding and determining that the public necessity and convenience require the acquisition of various property rights located at the intersection of Buckingham and Plano, in the cities of Richardson and Garland, Texas, situated in the town north park no. 1 addition, in the City of Richardson, County of Dallas, Texas, said property interests being more particularly described below; providing authorizations to acquire such property rights by purchase or condemnation and making certain findings pertaining thereto; providing further authorizations as may be necessary to carry out the purposes of this resolution; and providing an effective date.

Council is requested to approve a resolution authorizing the acquisition of the property rights described in the proposed resolution. The City has been able to negotiate with a number of property owners in the program/project area to acquire the necessary property interests. However, the City has not been able to successfully negotiate a final purchase price with one property owner. The owner is named in the proposed resolution. State law requires particular wording to be used in a motion to adopt a resolution authorizing the initiation of condemnation proceedings. Council was briefed on requirements for land acquisition on the Bottleneck Improvements Program on February 1, 2021, in Executive Session.

Motion was made by Mayor Pro Tem Hedrick that the City Council of the City of Garland, Texas, authorize the use of the power of eminent domain to acquire the following property located within the City of Richardson, Dallas

County, Texas, and being more particularly described as:

1360 S. Plano Road, being a portion of Lot 27A, in Block 1, of the 1st Installment Town Park North Addition, an Addition to the City of Richardson, Dallas County, Texas according to the Map thereof recorded in Volume 85193, page 3122 of the Deed Records of Dallas County, Texas, for the construction of roadway improvements, and related utilities, to a public right-of-way.

My motion includes approval of the proposed resolution and intends that the record vote on this matter applies to all units of property to be condemned, seconded by Council Member Vera. Motion carried:

Vote: 9 ayes, 0 nays adopting **Resolution No. 10515**

10. Hold public hearings on:

- a. APPROVED Consider a Zoning request by Millennium Village, L.P. / Masterplan to construct 184 multi-family dwelling units and 15 “townhouse style” multi-family units. This property is located at 1602 Belt Line Road in District 7.**

Consideration of the application of Millennium Village, LP. / Masterplan, requesting approval of a Change in Zoning from Planned Development (PD) District 85-20 for Community Retail Uses to a Planned Development (PD) District for Multi-Family Use. This property is located at 1602 Belt Line Road. (File Z 21-29, District 7)

Mayor Pro Tem Hedrick was asked by Council to address Item's 10a (Change in Zoning) and 10b (Detail Plan) in separate votes.

The staff report was presented by William Guerin, Director of Planning. The speaker on this item was Maxwell Fisher.

There was discussion by the Council.

Motion was made by Mayor Pro Tem Hedrick to approve the Zoning request, seconded by Council Member Aubin. Motion carried:

Vote: 9 ayes, 0 nays

- b. APPROVED Consider a Detail Plan request by Millennium Village, L.P. / Masterplan to construct 184 multi-family dwelling units and 15 “townhouse style” multi-family units. This property is located at 1602 Belt Line Road in District 7.**

Consideration of the application of Millennium Village, LP. / Masterplan, requesting approval of a Detail Plan for Multi-Family development. This property is located at 1602 Belt Line Road. (File Z 21-29, District 7)

Motion was made by Mayor Pro Tem Hedrick to approve the Detail Plan, seconded by Council Member Aubin. Motion carried:

Vote: 9 ayes, 0 nays

- c. **APPROVED** Consider a Specific Use Provision request by Westfall Engineering, PLLC to construct a restaurant/coffee shop with a drive-through. This property is located at 5300 North Garland Avenue in District 1.

Consideration of the application of Westfall Engineering, PLLC, requesting approval of a Specific Use Provision for a Restaurant, Drive-Through on a property zoned Planned Development (PD) District 13-02. This property is located at 5300 North Garland Avenue. (File Z 21-34, District 1)

Mayor LeMay asked if Council Member Bass was in agreement to take action on Items 10c and 10d in one motion. Council Member Bass agreed to make one motion for the Specific Use Provision and Detail Plan.

The Staff report was presented by William Guerin, Director of Planning. The speaker on this item was Michael Westfall, applicant.

There was discussion by the Council.

Motion was made by Council Member Bass to approve the Specific Use Provision and Detail Plan, seconded by Mayor Pro Tem Hedrick. Motion carried:

Vote: 9 ayes, 0 ayes

- d. **APPROVED** Consider a Detail Plan request by Westfall Engineering, PLLC to construct a restaurant/coffee shop with a drive-through. This property is located at 5300 North Garland Avenue in District 1.

Consideration of the application of Westfall Engineering, PLLC, requesting approval of a Detail Plan for a Restaurant, Drive-Through. This property is located at 5300 North Garland Avenue. (File Z 21-34, District 1)

- e. **APPROVED** Consider a Zoning request by Mousa Abudaabes, Plato's Closet Store to operate a used goods retail store in an existing tenant space. This property is located at 4430 Lavon Drive, Suite 374 in District 1.

Consideration of the application of Mousa Abudaabes, Plato's Closet Store, requesting approval of an amendment to Planned Development (PD) District 04-54 to allow a Used Goods, Retail Sales (Indoors) Use. This property is located at 4430 Lavon Drive, Suite 374. (File Z 21-40, District 1)

Mayor LeMay asked Council Member Bass if he was opposed to hearing all three Items 10e, 10f and 10g together. Council Member Bass agreed to address all three items in one action.

The staff report was presented by William Guerin, Director of Planning. Speakers on this item were: Moussa Abudaabes, applicant and Wes Hoblit.

There was discussion by the Council.

Motion was made by Council Member Bass to approve the Zoning request, Specific Use Provision and Detail Plan, seconded by Council Member Morris. Motion carried:

Vote: 9 ayes, 0 nays

- f. **APPROVED** Consider a Specific Use Provision request by Mousa Abudaabes, Plato's Closet Store to operate a used goods retail store in an existing tenant space. This property is located at 4430 Lavon Drive, Suite 374 in District 1.

Consideration of the application of Mousa Abudaabes, Plato's Closet Store, requesting approval of a Specific Use Provision to allow a Used Goods, Retail Sales (Indoors) Use. This property is located at 4430 Lavon Drive, Suite 374. (File Z 21-40, District 1)

- g. **APPROVED** Consider a Detail Plan request by Mousa Abudaabes, Plato's Closet Store to operate a used goods retail store in an existing tenant space. This property is located at 4430 Lavon Drive, Suite 374 in District 1.

Consideration of the application of Mousa Abudaabes, Plato's Closet Store, requesting approval of a Detail Plan to allow a Used Goods, Retail Sales (Indoors) Use. This property is located at 4430 Lavon Drive, Suite 374. (File Z 21-40, District 1)

11. Consider appointments to Boards and Commissions.

Board members are selected for two-year terms by the City Council in August. Terms are usually staggered whereby at least half of the membership has board experience. Board members are appointed based on qualifications.

Deputy Mayor Pro Tem B.J. Williams

- Sal Liberto - Senior Citizens Advisory Board

Deputy Mayor Pro Tem Williams presented his nominee and a vote was cast as follows:

Vote: 9 ayes, 0 nays

12. Citizen comments: There were no speakers on this item.

13. Adjourn: There being no further business to come before the City Council, Mayor LeMay adjourned the meeting at 8:28 p.m.

Submitted By:

Scott LeMay, Mayor

Eloyce René Dowl, City Secretary



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. a.

Meeting Date: 12/07/2021

Item Title: Information Technology Data Backup Solution Licensing and Support Agreement

Submitted By: Steven Niekamp, Chief Information Officer

Bid Number: 0142-22

Purchase Justification:

This request is for the renewal of the licensing and support agreement for the City's IT data backup solution. This approval is for a Term Agreement that will renew annually provided that funding is approved in the budget and EC America, Inc., is available under a cooperative contract.

Evaluation:

EC America provides the data backup solution licensing and support through the General Services Commission Contract GS-35F-0511T.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
EC America, Inc.	All	\$144,284.32
TOTAL:		\$144,284.32

Basis for Award: Cooperative Purchase

Purchase Requisition #: 46294

Fiscal Impact

Total Project/Account: \$9,615,958
Expended/Encumbered to Date: 3,644,209
Balance: \$5,971,749
This Item: 144,284
Proposed Balance: \$5,827,465
Account #: 411-4514-7121
Fund/Dept/Project – Description and Comments:

Attachments

Bid Recap

Fiscal Reference:

Budget Type: Operating Budget

Fiscal Year: 2021-22

Document Location: Prop. Budget - Page 316

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/18/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/15/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. b.

Meeting Date: 12/07/2021

Item Title: Data Center Video Storage Capacity Expansion

Submitted By: Steven Niekamp, Chief Information Officer

Bid Number: 0145-22

Purchase Justification:

This request is for the hardware, software and support necessary for data center video storage capacity expansion due to an increase in video surveillance storage requirements.

Evaluation:

Unique Digital, Inc., is providing this equipment under the State of Texas Cooperative Purchasing Contract DIR-TSO-4299.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Unique Digital, Inc.	All	\$106,800.61
TOTAL:		\$106,800.61

Basis for Award: Cooperative Purchase

Purchase Requisition #: 46331

Fiscal Impact

Total Project/Account: \$110,000
Expended/Encumbered to Date: 0
Balance: \$110,000
This Item: 106,801
Proposed Balance: \$3,199
Account #: 415-4599-2346822-9029
Fund/Dept/Project – Description and Comments:
IT Project Fund / Data Center Video Storage

Attachments

Bid Recap

Fiscal Reference:

Budget Type: Operating Budget

Fiscal Year: 2021-22

Document Location: Prop. Budget - Page 320

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/18/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/15/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. c.

Meeting Date: 12/07/2021

Item Title: GP&L LED Street Light Conversion Labor and Equipment

Submitted By: Jonas Whitehead, Distribution Director

Bid Number: 1393-21

Purchase Justification:

This request is to provide labor and equipment needed for the completion of the LED Street Light Conversion project. This is part of the approved LED Street Light Conversion CIP project.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. One (1) bid was received and evaluated based on the published criteria. Highway Intelligent Traffic Solutions, Inc., received the highest evaluated score, offering the Best Value for the City. While their overall score was relatively low due to some missing bid documents, staff believes this contract is within their capabilities.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Highway Intelligent Traffic Solutions, Inc.	All	\$1,849,181.25
TOTAL:		\$1.849.181.25

Basis for Award: Best Value

Purchase Requisition #: 46094

Fiscal Impact

Total Project/Account: \$3,723,156
Expended/Encumbered to Date: 194,746
Balance: \$3,528,410
This Item: 1,849,181
Proposed Balance: \$1,679,229
Account #: 215-3299-3146201-7111 & 215-3299-3146301-7111
Fund/Dept/Project – Description and Comments:

Electric CIP / Street and Thoroughfare Lighting Program

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Page 285

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/22/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/19/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. d.

Meeting Date: 12/07/2021

Item Title: Hyland OnBase Document Management Renewal

Submitted By: Steven Niekamp, Chief Information Officer

Bid Number: 0146-22

Purchase Justification:

This request is for the renewal of support and maintenance services for the City's Hyland OnBase enterprise document management system. This approval is for a Term Agreement that will renew annually provided that funding is approved in the budget and DataBank IMX, LLC, is available under a cooperative contract.

Evaluation:

DataBank IMX, LLC, is an authorized reseller of Hyland OnBase through the State of Texas Cooperative Purchasing Contract DIR-TSO-4378.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
DataBank IMX, LLC	All	\$220,223.54
TOTAL:		\$220,223.54

Basis for Award: Cooperative Purchase

Purchase Requisition #: 46330

Fiscal Impact

Total Project/Account: \$9,615,958
Expended/Encumbered to Date: 3,423,985
Balance: \$6,191,973
This Item: 220,224
Proposed Balance: \$5,971,749
Account #: 411-4514-7121
Fund/Dept/Project – Description and Comments:

Attachments

Bid Recap

Fiscal Reference:

Budget Type: Operating Budget

Fiscal Year: 2021-22

Document Location: Prop. Budget - Page 316

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/18/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/15/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. e.

Meeting Date: 12/07/2021

Item Title: Laboratory Ventilation Preventive Maintenance and Repair Service Agreement

Submitted By: Wes Kucera, Managing Director

Bid Number: 0047-22

Purchase Justification:

The request is to provide preventive maintenance and repair services for the City of Garland Laboratory Service Buildings ventilation system. The services include chemical fume hood ventilation and room pressurization testing, belt service, air flow calibration services and preventive maintenance. This approval is for a Term Agreement with four (4) optional renewals.

Evaluation:

Siemens Industry, Inc. is the Sole Source provider for preventative maintenance and repair services for the City of Garland Laboratory Service Buildings ventilation system.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Siemens Industry, Inc.	All	\$167,797.26
TOTAL:		\$167,797.26

Basis for Award: Sole Source

Purchase Requisition #: 46176

Fiscal Impact

Total Project/Account: N/A
Expended/Encumbered to Date: N/A
Balance: N/A
This Item: \$167,797
Proposed Balance: N/A
Account #: 451-6999
Fund/Dept/Project – Description and Comments:

Term contract sets price but does not commit funds. Expenses will be charged to Wastewater Treatment operating accounts as incurred.

Attachments

Bid Recap

Fiscal Reference:

Budget Type: Operating Budget

Fiscal Year: 2021-22

Document Location: Proposed Operating Budget Page 250

Budget Director Approval: Allyson Bell Steadman Approval Date: 11/22/2021

Purchasing Director Approval: Gary L. Holcomb Approval Date: 11/19/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. f.

Meeting Date: 12/07/2021

Item Title: Ford and Belmont Alleys Wastewater Mains Replacement

Submitted By: Wes Kucera, Managing Director

Bid Number: 0014-22

Purchase Justification:

This request is to provide construction services to replace approximately 3,000 linear feet of wastewater mains, including manholes and service laterals. The wastewater mains are primarily located within existing alleys described as: Alley between Clark Street and Ford Street; Alley east of Ford Street; Alley between Oak Street and Hiland Street; and Alley between Belmont Drive and Hiland Street. An Optional Contingency is included for any additional work that may be required.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Five (5) bids were received and evaluated with Joe Funk Construction, Inc. submitting the Straight Low Bid.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Joe Funk Construction, Inc.	All	\$886,206.48
Optional Contingency		100,000.00
TOTAL:		\$986,206.48

Basis for Award: Straight Low Bid

Purchase Requisition #: 46157

Fiscal Impact

Total Project/Account:	\$5,555,000
Expended/Encumbered to Date:	3,926,742
Balance:	\$1,628,258
This Item:	986,206
Proposed Balance:	\$642,052

Account #: 230-4149-3219000-9305

Fund/Dept/Project – Description and Comments:

Wastewater CIP / Rehab Sewer Collection Mains in Dirt Alleys

Attachments

Bid Recap 1 of 2

Bid Recap 2 of 2

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Page 270

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/23/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/22/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. g.

Meeting Date: 12/07/2021

Item Title: Final Effluent Pump Motors

Submitted By: Wes Kucera, Managing Director

Bid Number: 0175-22

Purchase Justification:

This request is for the replacement purchase of two (2) General Electric motors for the Final Effluent Pumps, to pump plant effluent to the final outfall. The existing motors have over twelve (12) years of service and repairs are becoming more frequent. This will provide redundancy and standardization of repair parts and maintenance schedules.

Evaluation:

Jersey Equipment Company is the Sole Source provider of the replacement GE motors that are used in the Gould Pumps.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Jersey Equipment Company	All	\$193,610.00
TOTAL:		\$193,610.00

Basis for Award: Sole Source

Purchase Requisition #: 46354

Fiscal Impact

Total Project/Account: \$6,403,537
Expended/Encumbered to Date: 5,860,277
Balance: \$543,260
This Item: 193,610
Proposed Balance: \$349,650
Account #: 230-4229-3302900-9007
Fund/Dept/Project – Description and Comments:

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Page 273

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/23/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/22/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. h.

Meeting Date: 12/07/2021

Item Title: GP&L College to Brand 138kV Transmission Line Upgrade Materials

Submitted By: Steve Martin, Transmission Director

Bid Number: 0073-22

Purchase Justification:

This request is for the purchase of conductor, optical ground wire, and associated construction materials needed for the College to Brand 138kV Transmission Line upgrade. This is part of the approved, ERCOT-driven, College to Brand 138kV Transmission Line Upgrade CIP project. An Optional Contingency is included for any additional materials that may be required.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Three (3) bids were received and evaluated. KBS Electrical Distributors was deemed nonresponsive due to bidding alternate materials, and Texas Electric Cooperatives was deemed nonresponsive due to submitting an incomplete bid. Techline, Inc., submitted the Lowest Responsible Bid.

Award Recommendation:

	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
	Techline, Inc.	All	\$1,433,990.10
	Optional Contingency		143,399.01
		TOTAL:	\$1,577,389.11

Basis for Award: Lowest Responsible Bid

Purchase Requisition #: 46225

Fiscal Impact

Total Project/Account: \$7,002,510
Expended/Encumbered to Date: 3,157,450
Balance: \$3,845,060
This Item: 1,577,389
Proposed Balance: \$2,267,671

Account #: 210-3599-3144901-6051 & 215-3599-3144901-6051

Fund/Dept/Project – Description and Comments:

Electric CIP / Transmission Lines Program

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Page 284

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/22/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/19/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. i.

Meeting Date: 12/07/2021

Item Title: Parking Lot Improvements at Various Park Sites

Submitted By: Rick Galceran, Capital Project Management Director

Bid Number: 1363-21

Purchase Justification:

This request is to provide pavement and drainage improvements at eight (8) parking lots. The parking lots are located at Central Park Granger, Central Park Baseball, Bill Cody Park, Cullom Park, Duck Creek Greenbelt, Duck Creek O'Banion Park, Embree Park and Tinsley Park. This project is part of the 2019 Bond Program and approved in the 2021 CIP. An Optional Contingency is included for any additional work that may be required.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Five (5) bids were received and evaluated with Home Run Construction submitting the Straight Low Bid.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Home Run Construction	All	\$3,044,516.30
Optional Contingency		305,500.00
TOTAL:		\$3,350,016.30

Basis for Award: Straight Low Bid

Purchase Requisition #: 46405

Fiscal Impact

Total Project/Account:	\$1,062,348
Expended/Encumbered to Date:	481,710
Balance:	\$580,638
This Item:	3,350,016
Proposed Balance:	\$(2,769,378) *
Account #:	Various, see below

Fund/Dept/Project – Description and Comments:**Park CIP / Park System Parking & Park Roads**

Central Park Granger	654-1429-1847819-9002	\$458,837.29
Central Park Baseball	654-1429-1847819-9002	679,070.22
Bill Cody Park	654-1429-1849019-9002	464,057.31
Cullom Park	654-1429-1848019-9002	200,843.72
Duck Creek Greenbelt	654-1429-1848819-9002	220,561.83
Duck Creek O'Banion	654-1429-1848919-9002	183,328.99
Embree Park	654-1429-1848219-9002	463,711.21
Tinsley Park	654-1429-1848719-9002	374,105.73
Sub-Total		\$3,044,516.30
Optional Contingency	654-1429-1847519-900210	305,500.00
TOTAL		\$3,350,016.30

* This program will continue into 2022; additional 2019 Bond Funds will be requested in the 2022 Capital Improvement Program for this program.

Attachments
Bid Recap

Fiscal Reference:
Budget Type: CIP

Fiscal Year: 2021

Document Location: Page 86

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/24/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/23/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. j.

Meeting Date: 12/07/2021

Item Title: Montclair No. 2 & No. 3 Drainage Improvements Design Services

Submitted By: Rick Galceran, Capital Project Management Director

Bid Number: 0187-22

Purchase Justification:

This request is to obtain professional services for the design of drainage, roadway, water and sanitary sewer improvements within the Montclair Subdivision along La Jolla Drive, as well as the intersecting streets of Intervale Drive, Mill River Drive, Tahoe Drive, and Birchwood Drive. Drainage improvements include the addition of storm drain pipes and inlets. Roadway improvements will include full pavement replacement along Intervale Drive, Tahoe Drive, and a portion of La Jolla Drive. New roadway sections will be concrete pavement with curb and gutter. This project is part of the 2019 Bond Program and approved in the 2021 CIP.

Evaluation:

O'Brien Engineering, Inc., was selected as the Most Qualified firm for this project from RFQ 0212-19.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
O'Brien Engineering, Inc.	All	\$473,943.00
TOTAL:		\$473,943.00

Basis for Award: Most Qualified

Purchase Requisition #: 46406

Fiscal Impact

Total Project/Account: \$543,231
Expended/Encumbered to Date: 151,048
Balance: \$392,183
This Item: 473,943
Proposed Balance: \$(81,760) *
Account #: 653-1429-1475019-710120, 220-4049-3019200-7101 &
230-4149-3215700-7101

Fund/Dept/Project – Description and Comments:

Drainage CIP / Montclair No. 2 & No. 3 Drainage Improvements *	\$442,712
Water CIP / Relocation of Mains Prior to Paving	15,616
Wastewater CIP / Relocation of Mains Prior to Paving	15,615

	Total	\$473,943
--	--------------	------------------

* This project will continue into 2022; additional 2019 Bond Funds will be requested for the Montclair No. 2 & No. 3 Drainage Improvements project in the 2022 Capital Improvement Program.

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Pages 136, 236 & 263

Budget Director Approval:	Allyson Bell Steadman	Approval Date:	11/22/2021
---------------------------	-----------------------	----------------	------------

Purchasing Director Approval:	Gary L. Holcomb	Approval Date:	11/19/2021
-------------------------------	-----------------	----------------	------------



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. k.

Meeting Date: 12/07/2021

Item Title: Downtown Improvements - Construction Materials Testing Services

Submitted By: Rick Galceran, Capital Project Management Director

Bid Number: 0188-22

Purchase Justification:

This request is to obtain Construction Materials Testing Services in support of the Downtown Improvements - Public Space, Infrastructure, and Surrounding Streetscapes. This project is part of the 2004 and 2019 Bond Programs and approved in the 2021 CIP.

Evaluation:

Alliance Geotechnical Group was selected as the Most Qualified firm for this project from RFQ 0078-21.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Alliance Geotechnical Group	All	\$127,707.00
TOTAL:		\$127,707.00

Basis for Award: Most Qualified

Purchase Requisition #: 46408

Fiscal Impact

Total Project/Account:	\$2,695,000
Expended/Encumbered to Date:	1,973,100
Balance:	\$721,900
This Item:	127,707
Proposed Balance:	\$594,193
Account #:	Various, see below

Fund/Dept/Project – Description and Comments:

Economic Development CIP / Downtown Square	654-1429-1004319-710129	\$ 29,780
Economic Development CIP / Downtown Infrastructure	624-1429-1051004-710129	49,977
Economic Development CIP / Downtown Streetscapes	651-1429-1002719-710129	47,950
	TOTAL	\$127,707

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Pages 172, 173 & 175

Budget Director Approval: Allyson Bell Steadman

Approval Date:

11/22/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date:

11/19/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. I.

Meeting Date: 12/07/2021

Item Title: Saturn Springs Estates Drainage Improvements Design Services

Submitted By: Rick Galceran, Capital Project Management Director

Bid Number: 0189-22

Purchase Justification:

This request is to obtain professional services for the design of drainage, roadway, water and sanitary sewer improvements within the Briarwood, Glenbrook and Saturn Springs Drainage Systems, located in the Saturn Springs Estates neighborhood. Drainage improvements include the addition of storm drain pipes, inlets, and 60" TxDOT headwalls. Roadway improvements will include repaving rural asphalt roadway sections and the addition of some sidewalk. New roadway sections will be concrete pavement with curb and gutter. This project is part of the 2019 Bond Program and approved in the 2021 CIP.

Evaluation:

O'Brien Engineering, Inc., was selected as the Most Qualified firm for this project from RFQ 0212-19.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
O'Brien Engineering, Inc.	All	\$1,183,860.00
TOTAL:		\$1,183,860.00

Basis for Award: Most Qualified

Purchase Requisition #: 46411

Fiscal Impact

Total Project/Account:	\$1,667,185
Expended/Encumbered to Date:	359,223
Balance:	\$1,307,962
This Item:	1,183,860
Proposed Balance:	\$124,102
Account #:	653-1429-1474919-710120 & 230-4149-3215700-7101

Fund/Dept/Project – Description and Comments:

Drainage CIP / Saturn Springs Estates Drainage Improvements	\$949,675
Wastewater CIP / Relocation of Mains Prior to Paving	234,185
Total	\$1,183,860

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Pages 135 & 263

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/22/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/19/2021



**GARLAND
PURCHASING REPORT**

City Council Regular Session Agenda

2. m.

Meeting Date: 12/07/2021

Item Title: GP&L Elm Grove Switch Station Cut-In Materials

Submitted By: Steve Martin, Transmission Director

Bid Number: 0095-22

Purchase Justification:

This request is for the purchase of a 75' tubular structure and associated materials needed for the cut-in of the Wylie to Elm Grove transmission line to the Elm Grove Switch Station. This is part of the approved Elm Grove Station Extension CIP project in conjunction with Farmersville Electric Coop. An Optional Contingency is included for any additional materials that may be required.

Evaluation:

A request for bids was issued in accordance with Purchasing procedures. Two (2) bids were received and evaluated. Texas Electrical Cooperatives, Inc., submitted an incomplete bid and was deemed nonresponsive. KBS Electrical Distributors, Inc., submitted the Lowest Responsible Bid.

Award Recommendation:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
KBS Electrical Distributors, Inc.	All	\$108,185.93
Optional Contingency		10,818.59
TOTAL:		\$119,004.52

Basis for Award: Lowest Responsible Bid

Purchase Requisition #: 46264

Fiscal Impact

Total Project/Account: \$5,373,265
Expended/Encumbered to Date: 520,782
Balance: \$4,852,483
This Item: 119,005

Proposed Balance: \$4,733,478
Account #: 210-3799-3179701-6051
Fund/Dept/Project – Description and Comments:
Electric CIP / Substations Upgrades Program

Attachments

Bid Recap

Fiscal Reference:

Budget Type: CIP

Fiscal Year: 2021

Document Location: Page 290

Budget Director Approval: Allyson Bell Steadman

Approval Date: 11/22/2021

Purchasing Director Approval: Gary L. Holcomb

Approval Date: 11/19/2021



**GARLAND
CITY COUNCIL ITEM SUMMARY SHEET**

City Council Regular Session Agenda

3. a.

Meeting Date: 12/07/2021

Item Title: Z 21-29 Millennium Village, L.P. / Masterplan (District 7)

Submitted By: Will Guerin, Planning Director

Summary of Request/Problem

Zoning Ordinance Z 21-29 Millennium Village, L.P. / Masterplan

Recommendation/Action Requested and Justification

Consider adoption of the attached ordinance.

Attachments

Z 21-29 Ordinance

Z 21-29 Exhibit A

Z 21-29 Exhibit B

Z 21-29 Exhibits C-E

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE GARLAND DEVELOPMENT CODE OF THE CITY OF GARLAND, TEXAS, BY APPROVING 1) A CHANGE IN ZONING FROM PLANNED DEVELOPMENT (PD) DISTRICT 85-20 FOR COMMUNITY RETAIL USES TO A PLANNED DEVELOPMENT (PD) DISTRICT FOR MULTI-FAMILY USE AND 2) A DETAIL PLAN FOR MULTI-FAMILY DEVELOPMENT ON A 4.540-ACRE TRACT OF LAND LOCATED AT 1602 BELT LINE ROAD; PROVIDING FOR CONDITIONS, RESTRICTIONS, AND REGULATIONS; PROVIDING A PENALTY UNDER THE PROVISIONS OF SEC. 10.05 OF THE CODE OF ORDINANCES OF THE CITY OF GARLAND, TEXAS; PROVIDING A NOTICE OF CONDITIONS OF COMPLIANCE CLAUSE; PROVIDING A SAVINGS CLAUSE AND A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, at its regular meeting held on the 25th day of October, 2021, the Plan Commission did consider and make recommendations on a certain request for 1) a Change in Zoning from Planned Development (PD) District 85-20 for Community Retail Uses and 2) a Detail Plan for a Multi-Family development by **Millennium Village, LP. / Masterplan**; and

WHEREAS, The City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendment to the zoning laws would provide for and would be in the best interest of the health, safety, morals, and general welfare:

Now, therefore, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS, that:

Section 1

The Garland Development Code is hereby amended by approving 1) a Change in Zoning from Planned Development (PD) District 85-20 for Community Retail Uses and 2) a Detail Plan for a Multi-Family development on a 4.540-acre tract of land located at 1602 Belt Line Road and being more particularly described in Exhibit A, attached hereto and made a part hereof.

Section 2

Development shall be in conformance with the conditions, restrictions, and regulations set forth in the Garland Development Code.

Section 3

That a violation of this Ordinance shall be a misdemeanor punishable in accordance with Section 10.05 of the Code of Ordinances, City of Garland, Texas.

Section 4

NOTICE OF CONDITIONS OF COMPLIANCE: Notwithstanding the provisions of any other ordinance of the City, the full, complete, and continuing compliance with all the conditions, restrictions, and regulations of this Ordinance is a condition to the issuance and continuation of any permit, approval, authorization or consent by the City, including without limitation the issuance or continuation of any certificate of occupancy for any building or structure located on any portion of the property described in Exhibit A. All promises, representations, obligations and undertakings made or assumed by the applicant to the City Council at any public presentation in connection with the granting of this Ordinance are hereby incorporated into and made a part of this Ordinance as if expressly set forth herein at length. No substantial deviation from any material portion of the conditions, restrictions, and regulations contained within this Ordinance are allowed except as may be provided by the City Council after a public hearing.

Section 5

That the Garland Development Code, as amended, shall be and remain in full force and effect save and except as amended by this Ordinance.

Section 6

That the terms and provisions of this Ordinance are severable and are governed by Sec. 10.06 of the Code of Ordinances of the City of Garland, Texas.

Section 7

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

FILE NO. Z 21-29

PASSED AND APPROVED this _____ day of _____,
2021.

THE CITY OF GARLAND, TEXAS

By:

Mayor

ATTEST:

City Secretary

Published:

EXHIBIT A

LEGAL DESCRIPTION

Zoning File Z 21-29

BEING a 4.540-acre tract of land situated in the City of Garland, in the Benjamin Frost Survey, Abstract No. 480 of Dallas County, Texas and being all of that certain called 4.54 acre tract of land described in a Warranty Deed to Tsui-Feng Chang, Anthony Chang and Jennifer Chang, dated August 14, 2008 and recorded in Instrument No. 20080281958, Official Public Records, Dallas County, Texas (O.P.R.D.C.T.) and being more particularly described by metes and bounds as follows:

BEGINNING at a 5/8 inch iron rod found on the occupied south right-of-way line of Belt Line Road (a 100' wide public right-of-way) for the northeast corner of the above described Chang tract and same being the northwest corner of Lot 5-R, Block 1 of North Star Market Addition, an addition to the City of Garland, according to the replat thereof, recorded in Volume 85205, Page 2994, Deed Records, Dallas County, Texas (D.R.D.C.T.) and said point bears South 89 deg. 42 min. 35 sec. West - 605.00 feet from the intersection of the south right-of-way line of Belt Line Road and the west right-of-way line of N. Garland Avenue;

THENCE: South 00 deg. 41 min. 09 sec. East, departing from said Belt Line Road, along the common line of said Chang tract and said Lot 5-R, Block 1, a distance of 399.52 feet

(deed distance: 400.00 feet) to a 1/2 inch iron rod found for the southeast corner of said Chang tract and the northeast corner of Block 15 of Holiday Park North No. 5, an addition to the City of Garland, according to the plat thereof, recorded in Volume 69198, Page 1856, D.R.D.C.T.;

THENCE: South 89 deg. 42 min. 02 sec. West, along the common line of said Chang tract and Holiday Park North No. 5 addition, and by various distances, passing through and near 1/2 inch iron rods found on the north corners of Lots 9 through 14, a total distance of 496.39 feet to a point for the southwest corner of said Chang tract and same being the southeast corner of that certain called 5.805 acre tract of land described in a deed to AV Holiday Park, LLC, recorded in Instrument No. 201300309637, O.P.R.D.C.T., also from said point for corner, a 1/2 inch iron rod found, bears South 03 deg. 12 min. 08 sec. West - 0.55 feet;

THENCE: North 00 deg. 16 min. 43 sec. West, along the common line of said Chang tract and said 5.805 acre AV Holiday tract, a distance of 399.59 feet (deed distance: 400.00 feet) to a 1/2 inch iron rod, topped with a red plastic cap, stamped "RPLS 4701", set on the south right-of-way line the above mentioned Belt Line Road for the northwest corner of said Chang tract and the northeast corner of said 5.805 acre AV Holiday tract;

THENCE: North 89 deg. 42 min. 35 sec. East, along the south right-of-way line of said Belt Line Road, a distance of 493.55 feet (deed distance: 494.07 feet) to the POINT OF BEGINNING and containing 197,766 square feet or 4.540 acres of land.

PLANNED DEVELOPMENT CONDITIONS

ZONING FILE Z 21-29

1602 BELT LINE ROAD

I. Statement of Purpose: The purpose of this Planned Development is to approve a multi-family development.

II. Statement of Effect: This Planned Development shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.

III. General Regulations: All regulations of the Multi-Family (MF) District as set forth in Chapter 2 of the Garland Development Code are included by reference and shall apply, except as otherwise specified by this ordinance.

IV. Development Plans:

Detail Plan: Development shall be in general conformance with the Detail Plan labeled Exhibit C through Exhibit E. In the event there is conflict between the approved Detail Plan and the Specific Regulations below, the Specific Regulations shall apply.

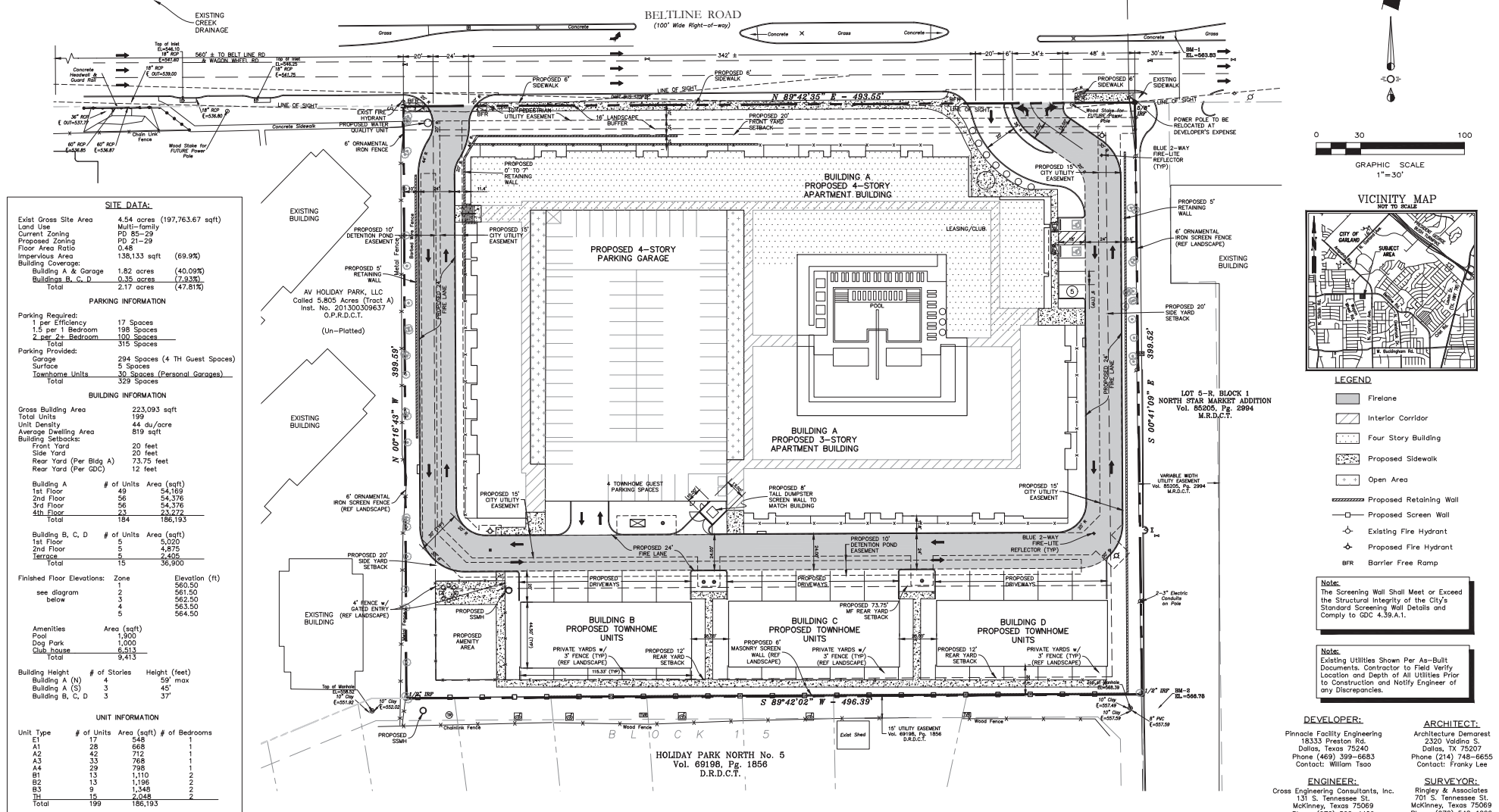
V. Specific Conditions:

A. Permitted Uses: Land Uses are only permitted as in the Multi-Family (MF) District.

B. Site Plan: The site layout, building placement, parking and other development proposed shall be in general conformance with the approved Site Plan labeled Exhibit C.

C. Building Height: The maximum height for the northern portion of Building A shall be fifty-nine (59) feet and the maximum height for the southern portion of Building A shall be forty-five (45) feet. The maximum height for Buildings B, C and D shall be thirty-seven (37) feet.

- D. Density: The maximum density for this development shall be forty-four (44) dwelling units per acre.
- E. Building Setback: The minimum setback from Buildings B, C and D from the southern perimeter shall be twenty (20) feet.
- F. Dwelling Units: A total of 199 dwelling units shall be permitted.
- G. Parking: A total of 329 parking spaces shall be provided as reflected on Exhibit C. The parking garage within Building A shall consist of 294 parking spaces.
- H. Amenities: Amenities shall be provided as shown on the Exhibits C and D.
- I. Rooftop Patio: There shall be a 1,200-square foot rooftop patio on Building A. The location of that rooftop patio must be on the northern half of Building A as reflected on Exhibit D. The rooftop patio must be screened on the southern side facing the residential district.
- J. Landscape Plan: Screening and landscaping shall be in general conformance with the landscape plan labeled Exhibit D.
- K. Elevations: Building Elevations shall be in general conformance with the elevations labeled Exhibit E.
- L. Lighting: All pedestrian pathways shall be lighted per the Garland Development Code standards.
- M. Signage: All signage shall comply with the standards in the Garland Development Code.



ARCHITECT
Architecture Demarest
2320 Valdina Street
Studio B
Dallas, TX 75207

CIVIL ENGINEER
Cross Engineering Consultants
1720 W. Virginia Street
McKinney, Texas 75069

MILLENNIUM VILLAGE GARLAND
GARLAND, TX

Rev:	Date:	Description:

Project Number: 21030
Date: OCTOBER 15, 2021
Issue: ZONING PLAN

Sheet Title:

**LANDSCAPE
PLAN**

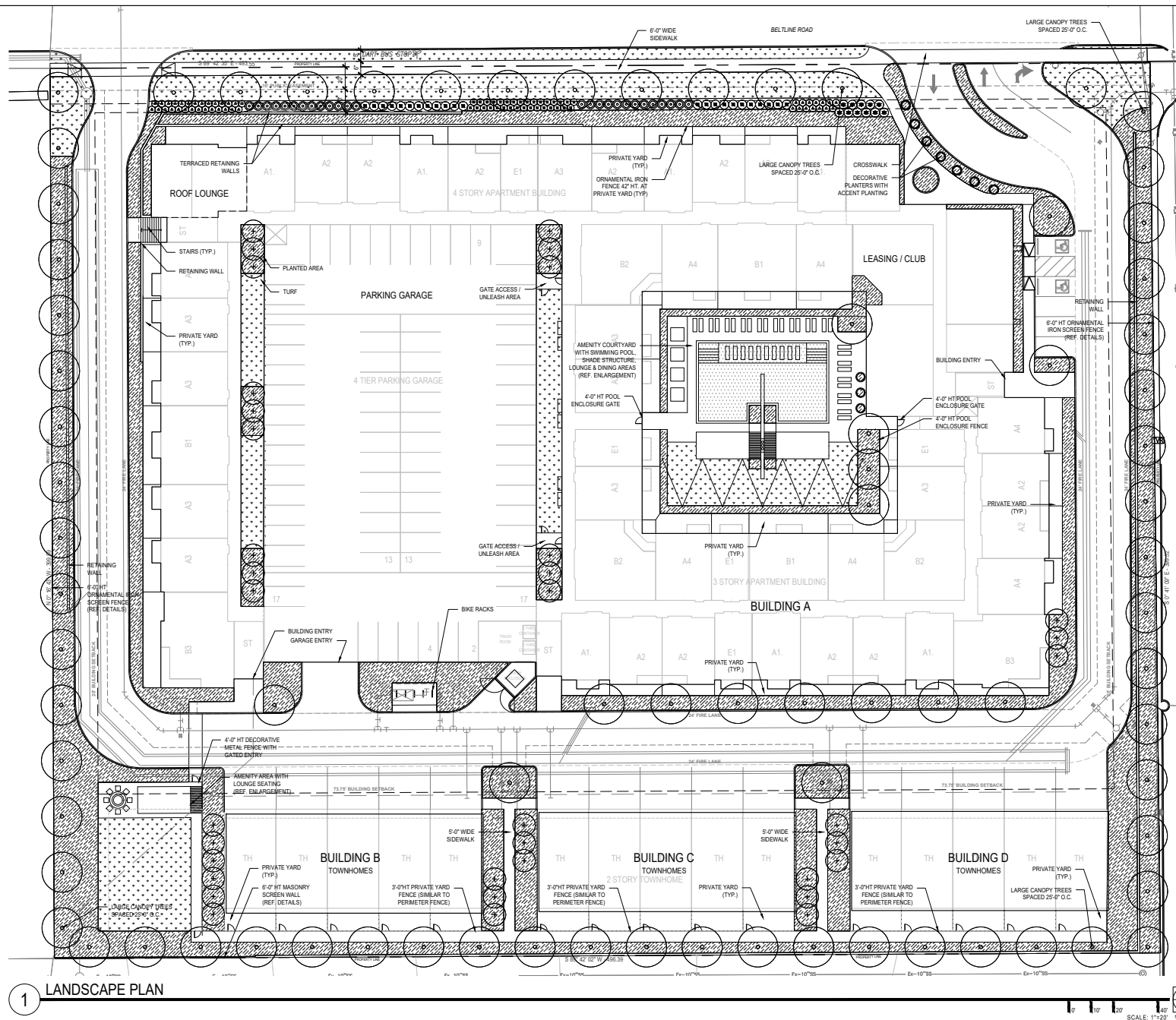
ZONING PLAN
FOR REVIEW ONLY. NOT FOR
CONSTRUCTION OR PERMIT
PURPOSES.

bwd
DESIGN

Michael Levkovich 352
September 13, 2021

Sheet Number:

L1.01



A minimum of forty percent of the gross planted area of the site of any multifamily or senior living

A minimum of forty percent of the gross planted area of the site of any multifamily or senior living facility must be devoted to landscaping, open space areas, pools, and similar outdoor recreational activity areas.

TOTAL SITE AREA	107,763.67 SF	
LANDSCAPE AREA	REQUIRED	PROVIDED
TOTAL LANDSCAPE AREA	79,105 SF (1.62 ACRES) 80%	67,337 SF (1.55 ACRES) 34

LANDSCAPE BUFFER REQUIREMENTS	REQUIRED	PROVIDED
-------------------------------	----------	----------

For every thirty lineal feet, or fraction thereof, of required landscape buffer, one large canopy tree

If required, along with seven shrubs or ornamental perennials. (200 LF)			
LARGE CANOPY TREES		13	1
SHRUBS/GRASSES		90	13
TURF	5,572 SF (79% BAC)		5,019 SF (69%)

[illegible]

PROPERTY LINE SCREENING	REQUIRED	PROVIDED

EAST PROPERTY LINE (400 LF)	(16) LARGE TREES	(16) LARGE TREE
-----------------------------	------------------	-----------------

(ADJUSTED) Earnings (Commercial)	(1 PER 28 OF)	

SOUTH PROPERTY LINE (496 LF) **MASONRY WALL** **MASONRY WALL**
(WHIT MAN) (WHIT MAN)

	(ADJACENT EXISTING SINGLE FAMILY)	(20) LARGE TREES (1 PER 25 LF)	(20) LARGE TREES

WEST PROPERTY LINE (400 LF)	(16) LARGE TREES	(16) LARGE TREE
-----------------------------	------------------	-----------------

(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100)	(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100)	(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100)
---	---	---

PARKING AREA LANDSCAPE	REQUIRED	PROVIDED

A landscaped island must be located at the termini of each parking row, and must contain a minimum of one large canopy tree. Landscaped islands must be a minimum of 180GF. One

Large canopy tree is required for every ten parking spaces.

LARGE CANOPY TREES	5	
--------------------	---	--

Case Number: 210520-1
Existing Zoning: PD 85-29
Proposed Zoning: PD

DEVELOPER:
Pinnacle Facility Engineering
18333 Preston Rd.
Dallas, TX 75240
Contact: William Tsao

PREPARED BY:
Bud Creative
3800 Main Street, Suite B
Dallas, TX 75226
Contact: Mike Levkulich
570.954.1964



Drawing name: O:\04-Projects\21030 - Millennium Village Garland\01 Zoning\04 CAD\02 Sheets\01 Zoning\21030-L1.dwg L1.03 Oct 14, 2021 5:47pm by: danielle.ramirez



CIVIL ENGINEER
Cross Engineering Consultants
1720 W. Virginia Street
McKinney, Texas 75069

Sheet Number:

L1.03

ZONING PLAN - NOT FOR CONSTRUCTION



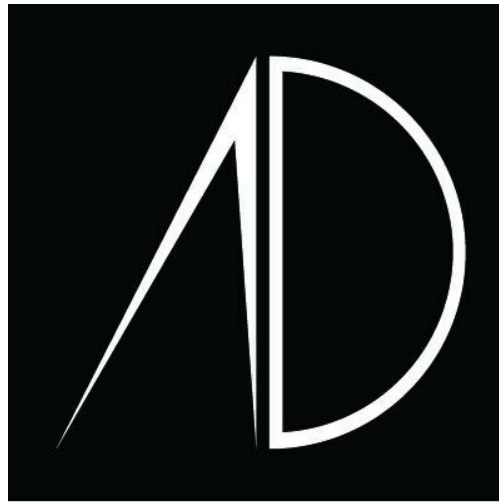
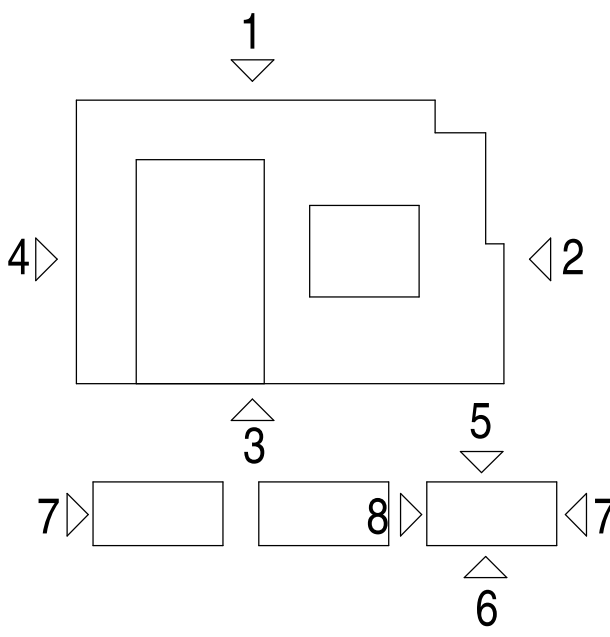
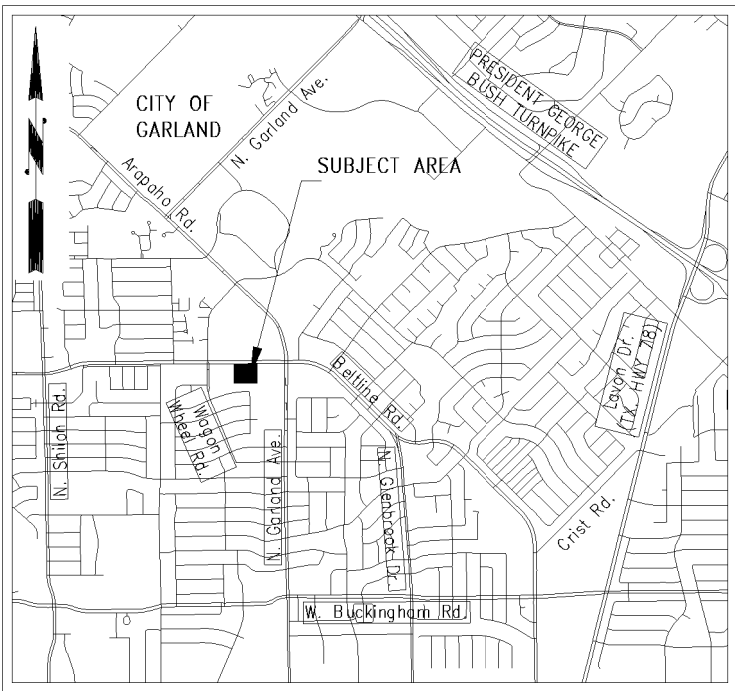
VERTICAL BUILDING ARTICULATION	
1. MINIMUM OF ONE VERTICAL ARTICULATION IS REQUIRED THAT IS AT LEAST 20% OF THE BUILDING'S TOTAL STREET-FACING FACADE WIDTH.	
2. BUILDING'S TOTAL STREET-FACING FACADE WIDTH	
3. HEIGHT ARTICULATION FOR PLAT ROOF OR AT LEAST THREE FEET	
4. SHALL BE REQUIRED FOR EVERY FIFTY FEET OF BUILDING FACADE WIDTH (E.G. 100 FEET FACADE WIDTH REQUIRED AT LEAST 2 OF ARTICULATION)	
MINIMUM A = 20% OF B	
B = 30' - 10'	
REQUIRED A = 10' - 2'	
PROVIDED A = A1+A2+A3+A4+A5+A6+A7+A8+A9 = 10' - 10'	

HORIZONTAL BUILDING ARTICULATION	
1. MINIMUM OF ONE HORIZONTAL ARTICULATION IS REQUIRED THAT IS AT LEAST 20% OF THE BUILDING'S TOTAL STREET-FACING FACADE LENGTH.	
2. BUILDING'S TOTAL STREET-FACING LENGTH - GREATER THAN 40'	
3. HORIZONTAL ARTICULATION OF AT LEAST FOUR FEET SHALL BE REQUIRED FOR AT LEAST THIRTY PERCENT (30%) OF BUILDING FACADE LENGTH (E.G. 140 FEET FACADE LENGTH REQUIRED AT LEAST 4 OF THE FACADE TO BE AT LEAST 4 DEEPTHS)	
MINIMUM A = 30% OF B	
B = 30' - 10'	
REQUIRED A = 11' - 11' - 10"	
PROVIDED A = A1+A2+A3 = 140' - 10"	

REQUIRED ARCHITECTURAL ELEMENTS (AT LEAST 10% ARCHITECTURAL ELEMENTS)	
1. AWNING	
2. DISPLAY WINDOW	
3. DIVIDED LIGHT WINDOW	
4. TRANSOM	
5. VARIED ROOF HEIGHT	
6. ORNAMENTAL FACADE TRIM	
7. RECESSED ENTRIES	
BUILDING SOURCE	
LOCATION & DIMENSION: REFER TO NOTE ELEVATION	
SIGN TYPE: ATTACHED	



VICINITY MAP
NOT TO SCALE



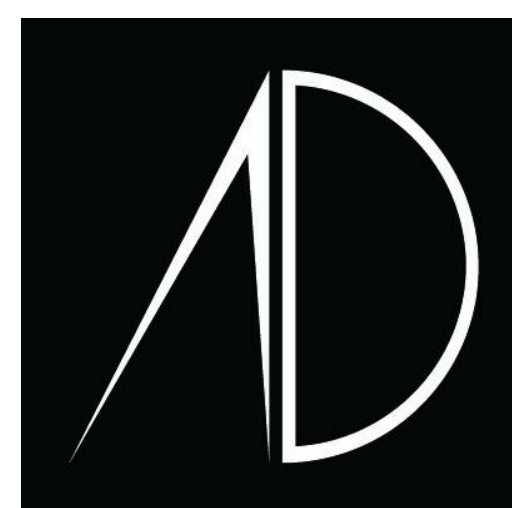
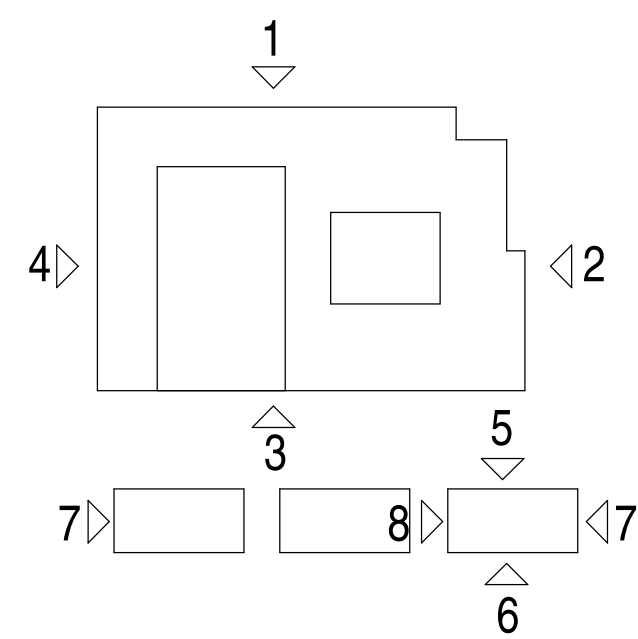
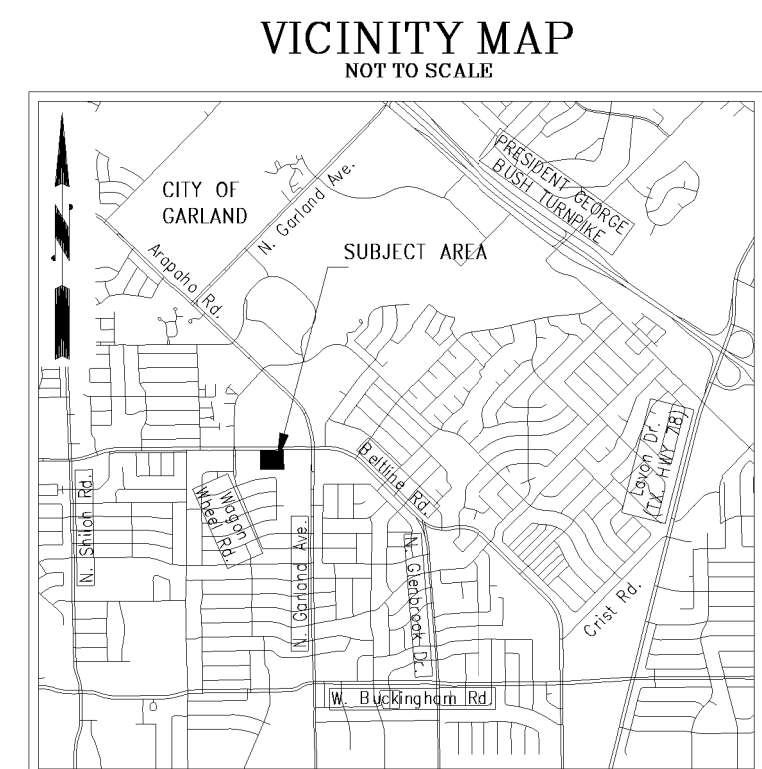
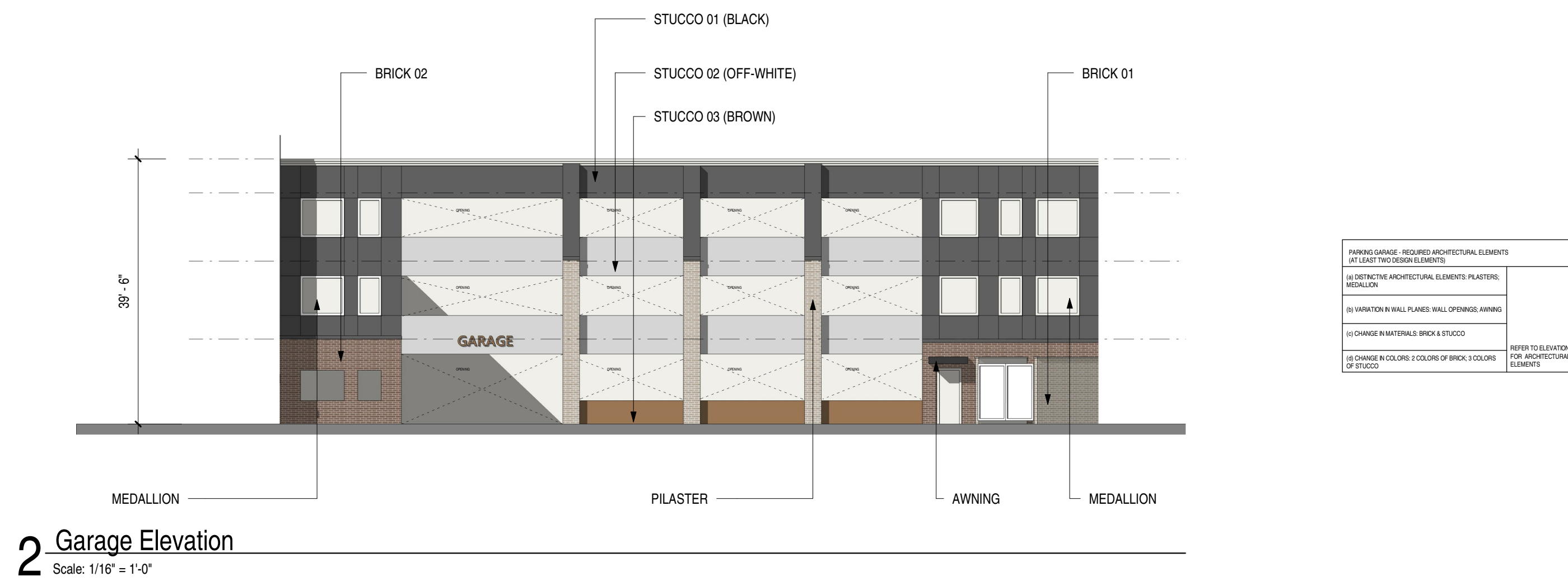
CURRENT ZONING: PD 85-29
PROPOSED ZONING: PD
PROJECT NUMBER: 21.017
PRE-SUBMITTAL NUMBER: 210520-1

CONCEPTUAL ELEVATIONS

As indicated

MILLENNIUM VILLAGE
MILLENNIUM VILLAGE, LP

GARLAND, TEXAS
09/15/21



CURRENT ZONING: PD 85-29
 PROPOSED ZONING: PD
 PROJECT NUMBER: 21.017
 PRE-SUBMITTAL NUMBER: 210520-1

CONCEPTUAL ELEVATIONS

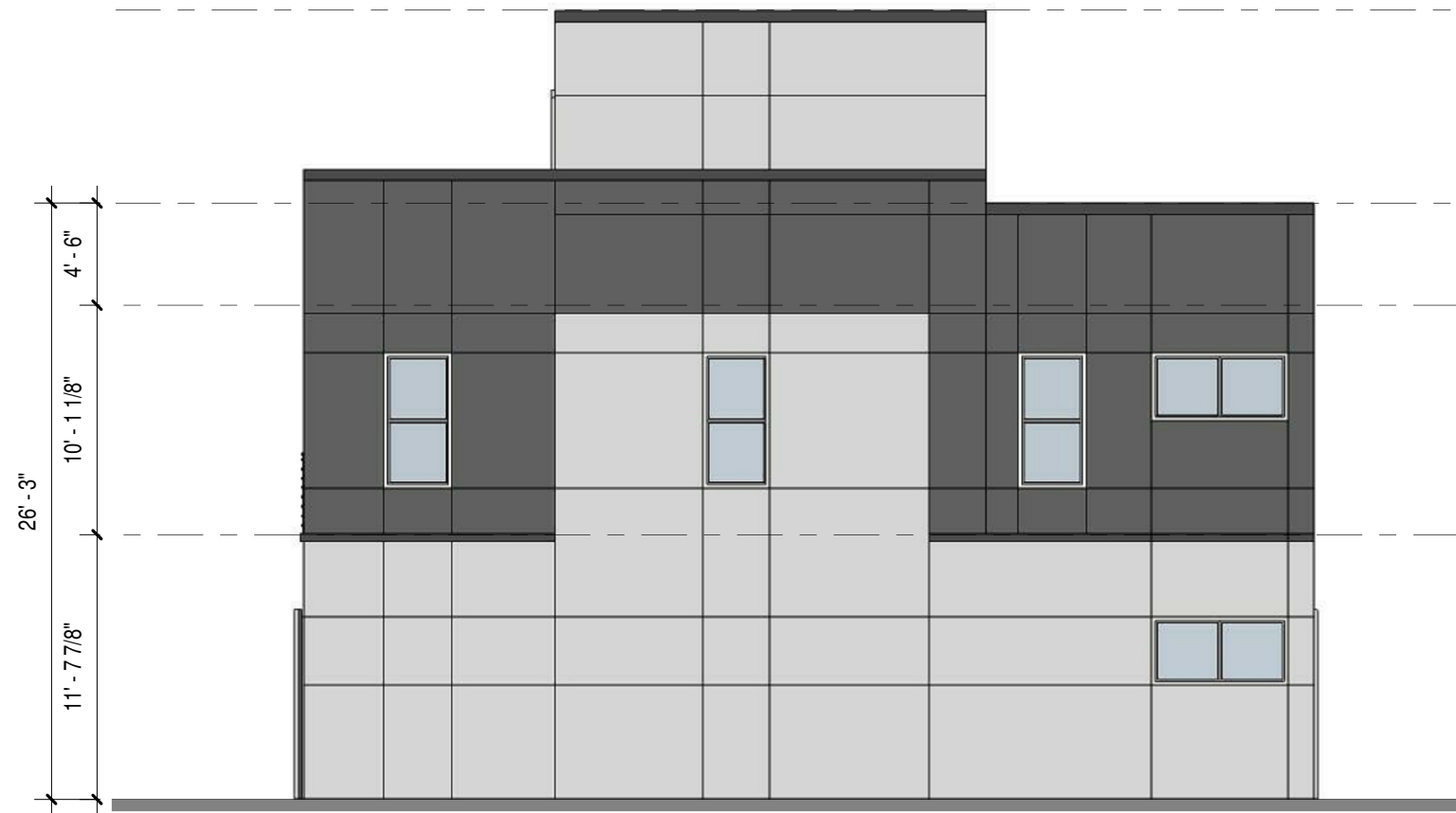
As indicated

MILLENNIUM VILLAGE
 MILLENNIUM VILLAGE, LP

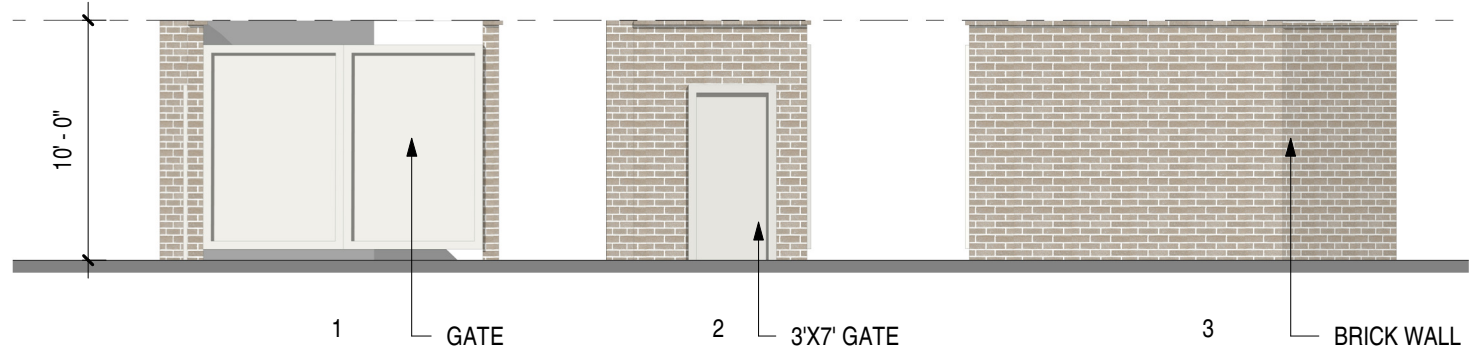
GARLAND, TEXAS
 09/15/21



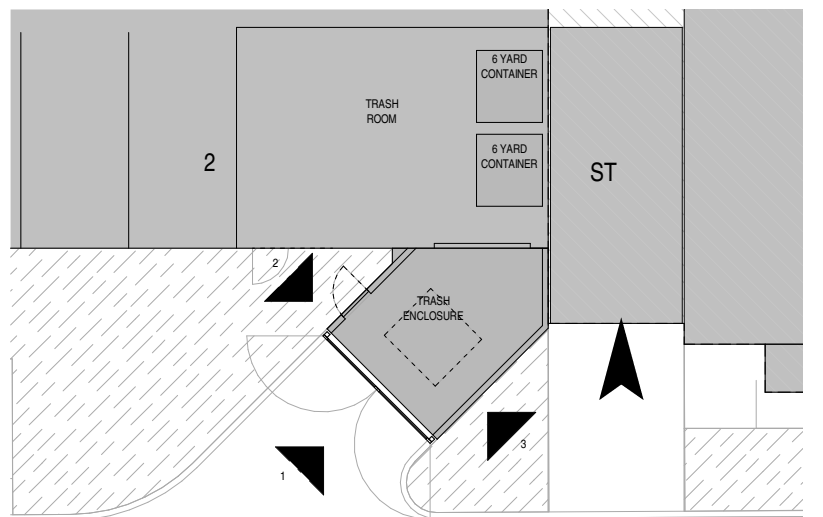
2 Townhome South Elevation
Scale: 1/8" = 1'-0"



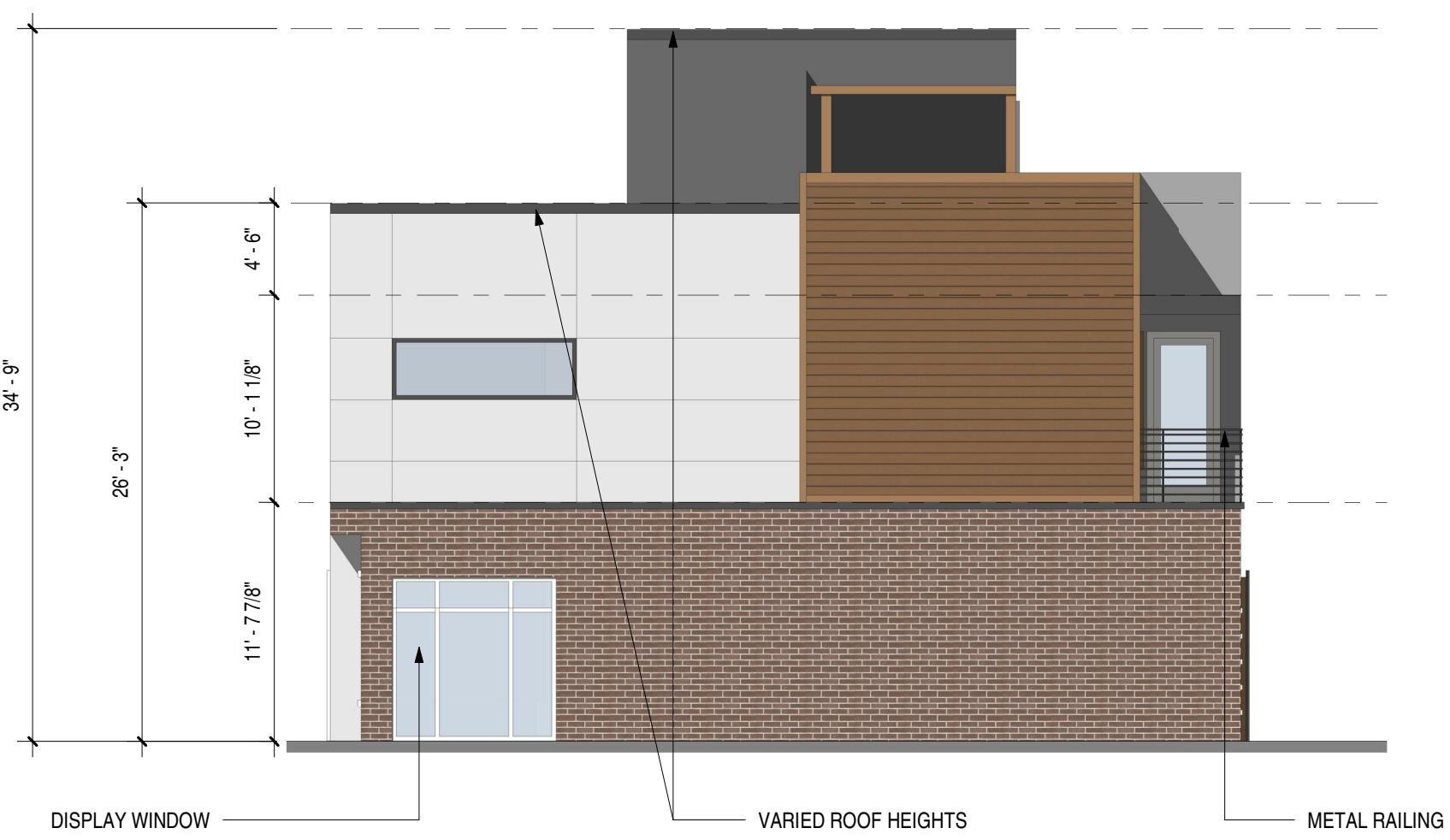
4 Townhome Side Elevation 02
Scale: 1/8" = 1'-0"



5 Trash Enclosure Elevation
Scale: 1/8" = 1'-0"

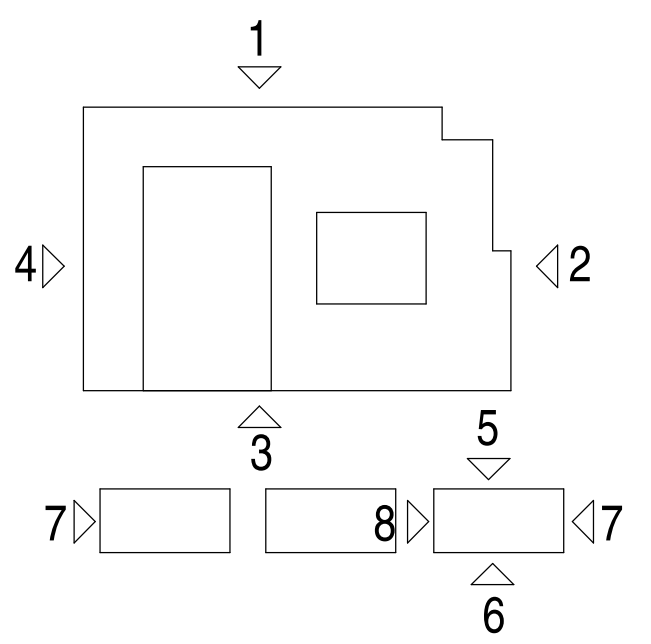
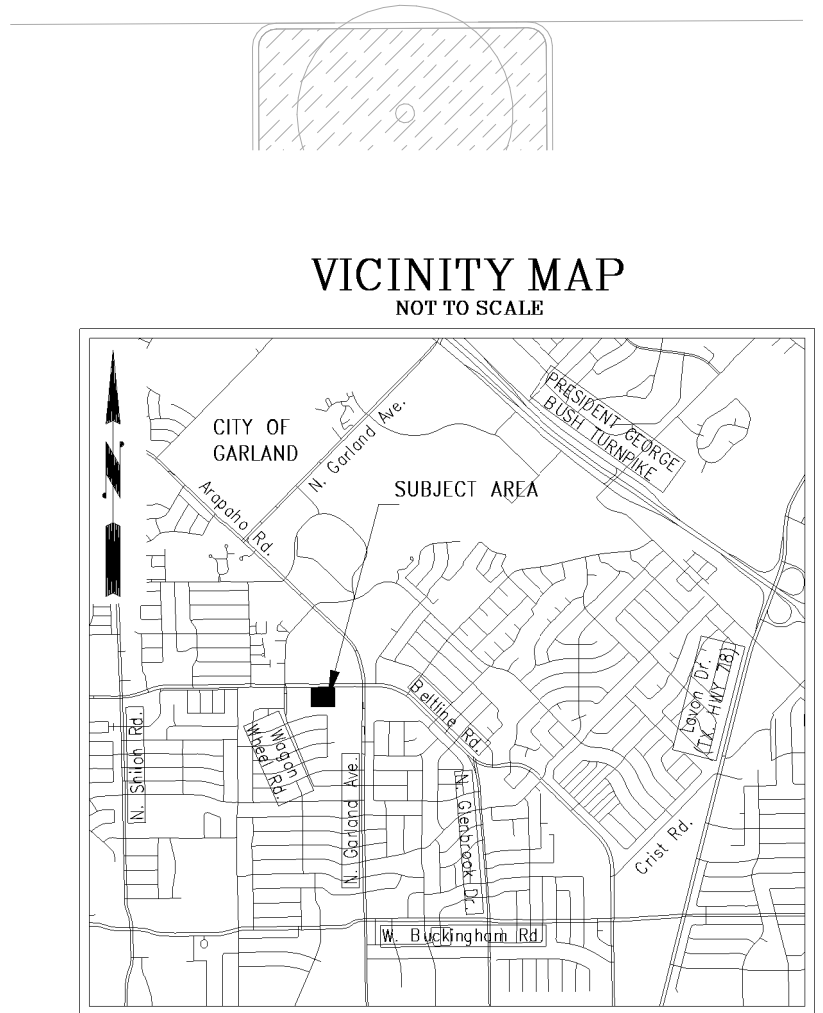


1 Townhome North Elevation
Scale: 1/8" = 1'-0"



3 Townhome Side Elevation 01
Scale: 1/8" = 1'-0"

TOWNHOME VERTICAL BUILDING ARTICULATION A. MINIMUM OF ONE VERTICAL ARTICULATION IS REQUIRED THAT IS AT LEAST 20% OF THE BUILDING'S TOTAL STREET-FACING FACADE LENGTH. B. BUILDING'S TOTAL STREET-FACING FACADE WIDTH. C. VERTICAL ARTICULATION IN A ROW OF AT LEAST THREE FEET (3') SHALL BE REQUIRED FOR EVERY SEVEN FEET (7') OF BUILDING FACADE LENGTH (E.G., A 10% PROVIDING REQUIRED AT LEAST 10' OF ARTICULATION).	TOWNHOME HORIZONTAL BUILDING ARTICULATION CALCULATED D. MINIMUM OF ONE HORIZONTAL ARTICULATION IS REQUIRED THAT IS AT LEAST 20% OF THE BUILDING'S TOTAL STREET-FACING FACADE LENGTH. E. BUILDING'S TOTAL STREET-FACING LENGTH IS GREATER THAN 80'. F. HORIZONTAL ARTICULATION OF AT LEAST FOUR FEET (4') SHALL BE REQUIRED FOR AT LEAST THAT PERCENT (20%) OF BUILDING FACADE LENGTH (E.G., A 10% PROVIDING REQUIRED AT LEAST 10' OF THE FRONTAGE TO BE AT LEAST 4' IN DEPTH).	TOWNHOME REQUIRED ARCHITECTURAL ELEMENTS 1. AWNING 2. DISPLAY WINDOW 3. DIVIDED LIGHT WINDOW 4. GLASS RAILING: METAL RAILING 5. VARIED ROOF HEIGHT 6. ORNAMENTAL FACADE TRIMS 7. WOOD CANOPY REFER TO ELEVATION FOR ARCHITECTURAL ELEMENTS
MINIMUM A = 20% OF B B: 11' - 4" REQUIRED A = 22' - 0" PROVIDED A = A1-A5 (A1-A5) 11' - 6"	MINIMUM A = 20% OF D D: 11' - 4" REQUIRED A = 22' - 0" PROVIDED A = A1-A5 (A1-A5) 11' - 6"	



MILLENNIUM VILLAGE
MILLENNIUM VILLAGE, LP



CURRENT ZONING: PD 85-29
PROPOSED ZONING: PD
PROJECT NUMBER: 21.017
PRE-SUBMITTAL NUMBER: 210520-1

CONCEPTUAL ELEVATIONS

As indicated

GARLAND, TEXAS
09/15/21



**GARLAND
CITY COUNCIL ITEM SUMMARY SHEET**

City Council Regular Session Agenda

3. b.

Meeting Date: 12/07/2021

Item Title: Z 21-34 Westfall Engineering, PLLC (District 1)

Submitted By: Will Guerin, Planning Director

Summary of Request/Problem

Zoning Ordinance Z 21-34 Westfall Engineering, PLLC

Recommendation/Action Requested and Justification

Consider adoption of the attached ordinance.

Attachments

Z 21-34 Ordinance

Z 21-34 Exhibit A

Z 21-34 Exhibit B

Z 21-34 Exhibits C-E

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE GARLAND DEVELOPMENT CODE OF THE CITY OF GARLAND, TEXAS, BY APPROVING 1) A SPECIFIC USE PROVISION (SUP) FOR RESTAURANT, DRIVE-THROUGH AND 2) A DETAIL PLAN FOR RESTAURANT, DRIVE-THROUGH ON A 0.784-ACRE TRACT OF LAND ZONED PLANNED DEVELOPMENT (PD) DISTRICT 13-02 AND LOCATED AT 5300 NORTH GARLAND AVENUE; PROVIDING FOR CONDITIONS, RESTRICTIONS, AND REGULATIONS; PROVIDING A PENALTY UNDER THE PROVISIONS OF SEC. 10.05 OF THE CODE OF ORDINANCES OF THE CITY OF GARLAND, TEXAS; PROVIDING A NOTICE OF CONDITIONS OF COMPLIANCE CLAUSE; PROVIDING A SAVINGS CLAUSE AND A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, at its regular meeting held on the 25th day of October, 2021, the Plan Commission did consider and make recommendations on a certain request for 1) a Specific Use Provision (SUP) for Restaurant, Drive-Through and 2) a Detail Plan for Restaurant, Drive-Through made by **Westfall Engineering, PLLC**; and

WHEREAS, The City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendment to the zoning laws would provide for and would be in the best interest of the health, safety, morals, and general welfare:

Now, therefore, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS, that:

Section 1

The Garland Development Code is hereby amended by approving 1) a Specific Use Provision (SUP) for Restaurant, Drive-Through and 2) a Detail Plan for Restaurant, Drive-Through on a 0.784-acre tract of land zoned Planned Development (PD) District 13-02 and located at 5300 North Garland Avenue and being more particularly described in Exhibit A, attached hereto and made a part hereof.

Section 2

Development shall be in conformance with the conditions, restrictions, and regulations set forth in the Garland Development Code.

Section 3

That a violation of this Ordinance shall be a misdemeanor punishable in accordance with Section 10.05 of the Code of Ordinances, City of Garland, Texas.

Section 4

NOTICE OF CONDITIONS OF COMPLIANCE: Notwithstanding the provisions of any other ordinance of the City, the full, complete, and continuing compliance with all the conditions, restrictions, and regulations of this Ordinance is a condition to the issuance and continuation of any permit, approval, authorization or consent by the City, including without limitation the issuance or continuation of any certificate of occupancy for any building or structure located on any portion of the property described in Exhibit A. All promises, representations, obligations and undertakings made or assumed by the applicant to the City Council at any public presentation in connection with the granting of this Ordinance are hereby incorporated into and made a part of this Ordinance as if expressly set forth herein at length. No substantial deviation from any material portion of the conditions, restrictions, and regulations contained within this Ordinance are allowed except as may be provided by the City Council after a public hearing.

Section 5

That the Garland Development Code, as amended, shall be and remain in full force and effect save and except as amended by this Ordinance.

Section 6

That the terms and provisions of this Ordinance are severable and are governed by Sec. 10.06 of the Code of Ordinances of the City of Garland, Texas.

Section 7

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

FILE NO. Z 21-34

PASSED AND APPROVED this _____ day of _____,
2021.

THE CITY OF GARLAND, TEXAS

By:

Mayor

ATTEST:

City Secretary

Published:

EXHIBIT A

LEGAL DESCRIPTION

Zoning File Z 21-34

All that certain tract or parcel containing 0.784 acre of land in the Onofre Alvarado Survey, A-2, Dallas County, Texas, being a portion of a Lot 2R, Block 1, TBCW Addition, Replat of Lot 2, Block 1, a subdivision plat of record in Instrument #201300236141, Dallas County Plat Records (DCPR), said 0.784 acre being more particularly described by metes and bounds as follows, basing bearings on the Texas Coordinate System of 1983, (NAD 83) North Central Zone, to wit:

BEGINNING at a cut "X" in concrete set for northeast corner, lying in the common line of said Lot 2R and south right of way (R-O-W) line of N Garland Avenue, from which a cut "X" in concrete found for a northeast corner of Lot 2R bears: N44°27'58"E, 492.18 feet;

THENCE departing N Garland Avenue, S45°25'03"E, 161.08 feet crossing said Lot 2R to a cut "X" in concrete set for southeast corner;

THENCE S44°34'57"W, 211.09 feet continuing across said tract to a cut "X" in concrete set for southwest corner;

THENCE N45°23'56"W, 162.08 feet continuing across said tract to a cut "X" in concrete set for northwest corner,

ZONING FILE NUMBER Z 21-34

lying in the common line of said Lot 2R and N Garland Avenue;

THENCE N44°34'57"E, 158.22 feet along the common line of said Lot 2R and N Garland Avenue to a cut "X" in concrete set;

THENCE S45°25'03"E, 1.00 feet continuing along said common line to a cut "X" in concrete set;

THENCE N44°34'57"E, 52.82 feet continuing along said common line to the PLACE OF BEGINNING, containing 0.784 acre, more or less.

EXHIBIT A

PLANNED DEVELOPMENT CONDITIONS

ZONING FILE Z 21-34

5300 North Garland Avenue

- I. Statement of Purpose:** The purpose of this Planned Development (PD) is to allow and regulate the development of a Restaurant, Drive-Through use.
- II. Statement of Effect:** This Planned Development (PD) shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All regulations of the Planned Development (PD) District 13-02 and Community Retail (CR) District and Site Development Standards as set forth in Chapter 2 and 4 of the Garland Development Code, Ordinance 6773, are included by reference and shall apply, except as otherwise specified by this ordinance.
- IV. Development Plans:**
- A. Detail Plan: Development is to be in conformance with the approved Detail Plan labeled Exhibit C. In the event of conflict between the conditions and Detail Plan, the conditions listed below are to apply.
- V. Detail Plan:**
- A. Site Layout: The site shall be in conformance to the site layout reflected on Exhibit C.
- B. Screening and Landscaping: Screening and landscaping shall be in conformance to the layout reflected on Exhibit D.
- C. Building Elevations: Building elevations shall be in conformance to the elevations as approved on Exhibit E.
- D. Location of Refuse Container: The refuse container and its masonry enclosure may be located as shown on Exhibit C.

SPECIFIC USE PROVISION CONDITIONS

ZONING FILE Z 21-34

5300 North Garland Avenue

- I. Statement of Purpose:** The purpose of this Specific Use Provision is to allow a Restaurant, Drive-Through.
- II. Statement of Effect:** This Specific Use Provision shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All regulations of the Planned Development (PD) District 13-02 and Community Retail (CR) District as set forth in Chapter 2 of the Garland Development Code Ordinance 6773, are included by reference and shall apply, except as otherwise specified by this ordinance.
- IV. Specific Regulations:**
- A. Time Period: The Specific Use Provision shall be in effect for a period of thirty (30) years.

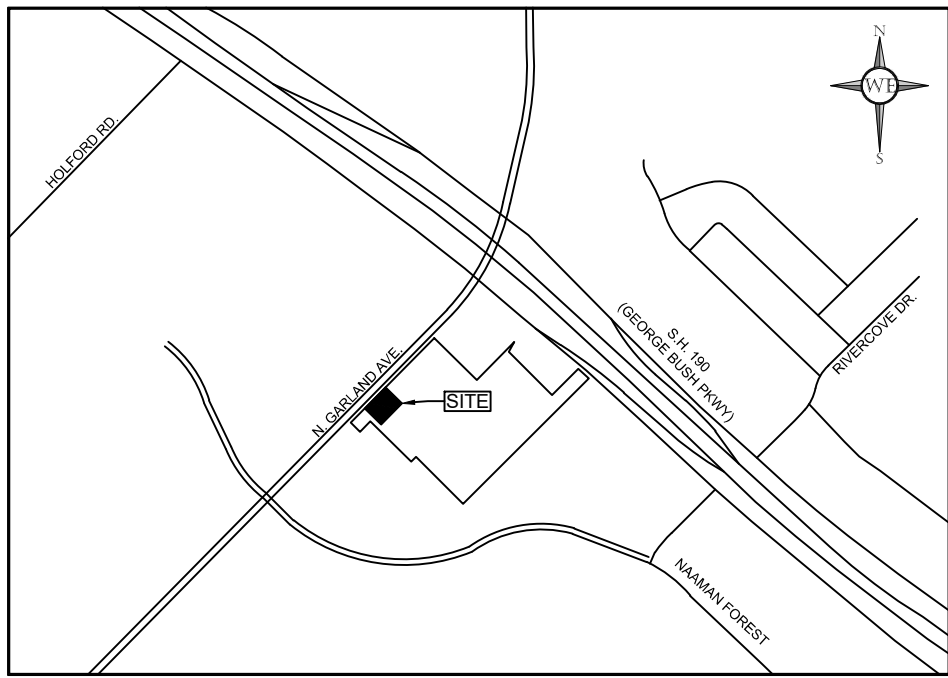
KEY NOTES

- (A) 6" TALL INTEGRAL CONCRETE CURB. (REFER TO CONSTRUCTION DETAILS FOR DETAIL)
- (B) ACCESSIBLE PARKING SIGN AND POLE. (REFER TO CONSTRUCTION DETAILS FOR DETAIL)
- (C) SOLID WHITE THRU OR TURN ARROW PER PLAN.
- (D) PAINTED ACCESSIBLE SYMBOL. (REFER TO CONSTRUCTION DETAILS FOR DETAIL)
- (E) 4" WIDE WHITE PAINTED STRIPING AT 45° ON 2.0' CENTERS.
- (F) MATCH PROPOSED PAVEMENT ELEVATION. FULL DEPTH SAWCUT AND CONNECT TO EXISTING PAVEMENT WITH LONGITUDINAL BUTT JOINT. (REFER TO CONSTRUCTION DETAILS FOR MORE INFO)
- (G) 4" THICK SOLID WHITE BARRIER LANE LINE. (TYPICAL WHERE SHOWN PER PLAN)
- (H) TRANSFORMER PAD LOCATION. TO BE APPROVED AND PLACED PER SPECIFICATIONS BY ELECTRIC COMPANY.
- (I) 0" - 1.5" MAX STONE RETAINING WALL. HEIGHT VARIES. SEE GRADING PLAN FOR HEIGHTS. STONE TYPE AND PATTERN TO BE SELECTED BY OWNER.
- (J) SANITARY SEWER GREASE TRAP. SIZE AND SPECIFICATION PER M.E.P. PLANS.
- (K) 8" TALL MASONRY DUMPSTER ENCLOSURE WITH WITH METAL GATES. WALL AND GATE MATERIALS ARE TO MATCH MATERIALS USED ON BUILDING. DUMPSTER ENCLOSURE DETAILS PER ARCHITECTURAL PLANS & REQUIRED TO MEET CITY OF GARLAND DUMPSTER ENCLOSURE SPECS.
- (L) MENU BOARD AND ORDER POINT PER STARBUCKS SPECIFICATIONS.
- (M) DRIVE-THRU CLEARANCE BAR AND PRE-MENU PER STARBUCKS SPECIFICATION.
- (N) CURB CUT FOR DRAINAGE PASS THROUGH
- (O) MONUMENT SIGNAGE (SEE SIGN ELEVATION DETAILS BY TURNER SIGN SYSTEMS)
- (P) LIGHT POLE AND BASE. LIGHTING SELECTION AND SPECS PER PHOTOMETRIC PLAN WITHIN ARCHITECT PLAN SET.
- (Q) ORDER PICK UP WINDOW

SITE DATA TABLE

CARVE-OUT LOT DATA		
EXISTING ZONING	PD 13-02 (BASE ZONING - CR)	
EXISTING LAND USE	PARKING LOT	
PROPOSED LAND USE	RESTAURANT W/ DRIVE-THRU	
LOT AREA	34,157.91 SF / 0.78 AC	
BUILDING FOOTPRINT AREA	2,318 SF	
TOTAL BUILDING AREA	2,318 SF	
MAX BUILDING HEIGHT ALLOWED	35'	
BUILDING HEIGHT / NUMBER OF STORIES	24' - 0" / 1 STORY	
MAX ALLOWABLE LOT COVERAGE	40%	
LOT COVERAGE	6.51%	
FLOOR AREA RATIO	0.07 - 1	
IMPERVIOUS AREA	21,357.77 SF (62.53%)	
LANDSCAPE AREA	12,800.14 SF (37.47%)	
STARBUCKS CARVE-OUT PARKING (LOT 2R1)		
REQUIRED PARKING - (1SP / 100 GSF)	24 SPACES	
PROVIDED PARKING	26 SPACES	
HANDICAP PARKING REQUIRED (# SPACES)	2 SPACES	
HANDICAP PARKING PROVIDED (# SPACES)	2 SPACES	
LOADING SPACE REQUIRED	1 SPACE	
LOADING SPACE PROVIDED	1 SPACE	
REVISED WALMART PARKING (LOT 2R)		
EXISTING BLDG #	219,622 SF	
REQUIRED PARKING - (1SP / 250 GSF)	879 SPACES	
PROVIDED PARKING BEFORE LOT CARVE-OUT	1015 SPACES	
PARKING REMOVED FOR LOT CARVE-OUT	106 SPACES	
REMAINING WALMART PARKING	909 SPACES	

HANDICAP PARKING IS PROVIDED IN ACCORDANCE WITH ADA STANDARDS.



LEGEND

- PROPERTY LINE
- SETBACK LINE
- PROPOSED EASEMENT
- PROPOSED RETAINING WALL
- FL --- FIRE LANESTRIPING
- EXISTING OVERHEAD POWER LINE
- FOC --- EXISTING FIBER OPTIC LINE
- GAS --- EXISTING GAS LINE
- W --- EXISTING WATER LINE
- SS --- EXISTING SANITARY SEWER LINE
- PROPOSED VEHICULAR PAVEMENT AREA (PAVEMENT SECTION TO BE CONFIRMED BY GEOTECH REPORT)
- PROPOSED SIDEWALK PAVEMENT AREA 4" REINFORCED CLASS C CONCRETE PAVEMENT WITH #3 BARS @ 24" O.C. BOTH WAYS (PER CITY DETAIL)
- EXISTING PAVEMENT AREA PER WALMART CONSTRUCTION PLANS (CITY PROJECT #DEV2002128)
- PROPOSED FIRE HYDRANT (FH)
- PROPOSED FIRE DEPARTMENT CONNECTION (FDC)
- BARRIER FREE RAMP (BFR)
- PROPOSED TRANSFORMER LOCATION
- NUMBER OF PARKING SPACES PER ROW
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING FIRE HYDRANT
- EXISTING STORM MANHOLE
- EXISTING SAN. SWR. MANHOLE
- EXISTING SIGN

SITE NOTES

- CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING FOOT PRINT DIMENSIONS.
- CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS AND FINAL GEOTECH REPORT FOR BUILDING SUB GRADE PREPARATION REQUIREMENTS.
- COORDINATE INFORMATION FOR RETAINING WALLS ARE LOCATED AT THE FACE OF THE EXPOSED WALL AT GROUND SURFACE ELEVATIONS.
- ALL DIMENSIONS ARE FROM THE FACE OF CURB, FACE OF BUILDING, OR PROPERTY LINE UNLESS NOTED OTHERWISE.
- ALL CURB RADII ARE 2' UNLESS NOTED OTHERWISE.
- CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE CONSTRUCTION SPECIFICATIONS.
- CONTRACTOR SHALL REFER TO M.E.P. AND LANDSCAPE PLANS FOR CONDUIT PLACEMENT PRIOR TO PAVING.
- RETAINING WALL MATERIAL AND TYPE SHALL BE APPROVED BY THE OWNER.



Know what's below.
Call before you dig.

CAUTION!!

THE CONTRACTOR SHALL FIELD VERIFY THE HORIZONTAL AND VERTICAL LOCATIONS OF ALL EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION AND SHALL NOTIFY THE CONSTRUCTION MANAGER AND ENGINEER OF ANY CONFLICTS DISCOVERED. CONTRACTOR IS RESPONSIBLE FOR PROTECTING EXISTING UTILITIES (SHOWN OR NOT SHOWN) WITHIN SCOPE OF CONSTRUCTION. IF ANY EXISTING UTILITIES ARE DAMAGED, THE CONTRACTOR SHALL REPLACE THEM AT HIS OWN EXPENSE. CALL 811 AT LEAST 72 HOURS PRIOR TO COMMENCING CONSTRUCTION IN VICINITY.

BENCHMARK

- DESCRIPTION: X CUT IN CONC.
N: 7,038,252.29
E: 2,537,590.94
ELEV: 545.89
- DESCRIPTION: X CUT IN CONC.
N: 7,038,124.16
E: 2,537,475.05
ELEV: 545.89

OWNER:
WALMART STORES, INC.
702 SW 8TH STREET
BENTONVILLE, AR 72712

DEVELOPER:
THE STAINBACK ORGANIZATION
5619 DYER STREET, SUITE 102
DALLAS, TX 75206
CONTACT: LUKE STAINBACK
TEL: 214-363-3900

SURVEYOR:
360 SURVEYING
P.O. BOX 776
HALLSVILLE, TX 75650
CONTACT: BRETT READ
TEL: (903) 387-2577

ENGINEER / APPLICANT:
WESTFALL ENGINEERING
1719 ANGEL PARKWAY, SUITE 400-206
ALLEN, TX 75002
TBE FIRM REG. #19101
CONTACT: KYLE BRADLEY, PE
TEL: (214)-254-3381

Exhibit C

WESTFALL
ENGINEERING

1719 ANGEL PARKWAY
STE 400-206 ALLEN, TX 75002
PHONE NO. (214) 846-9397
TBE FIRM REG. #19101

THIS DOCUMENT IS
RELEASED FOR REVIEW
PURPOSES ONLY
UNDER THE AUTHORITY
OF KYLE BRADLEY, P.E.
107094 IN SEPTEMBER,
2021. IT IS NOT TO BE
USED FOR
CONSTRUCTION.

STARBUCKS
CARVE-OUT
LOT 2R2, BLK. 1 - TBCW ADDITION
5300 N. GARLAND AVENUE
CITY OF GARLAND, TEXAS

CITY OF GARLAND
SITE PLAN
(CITY PRE-SUBMITTAL #210427-2)

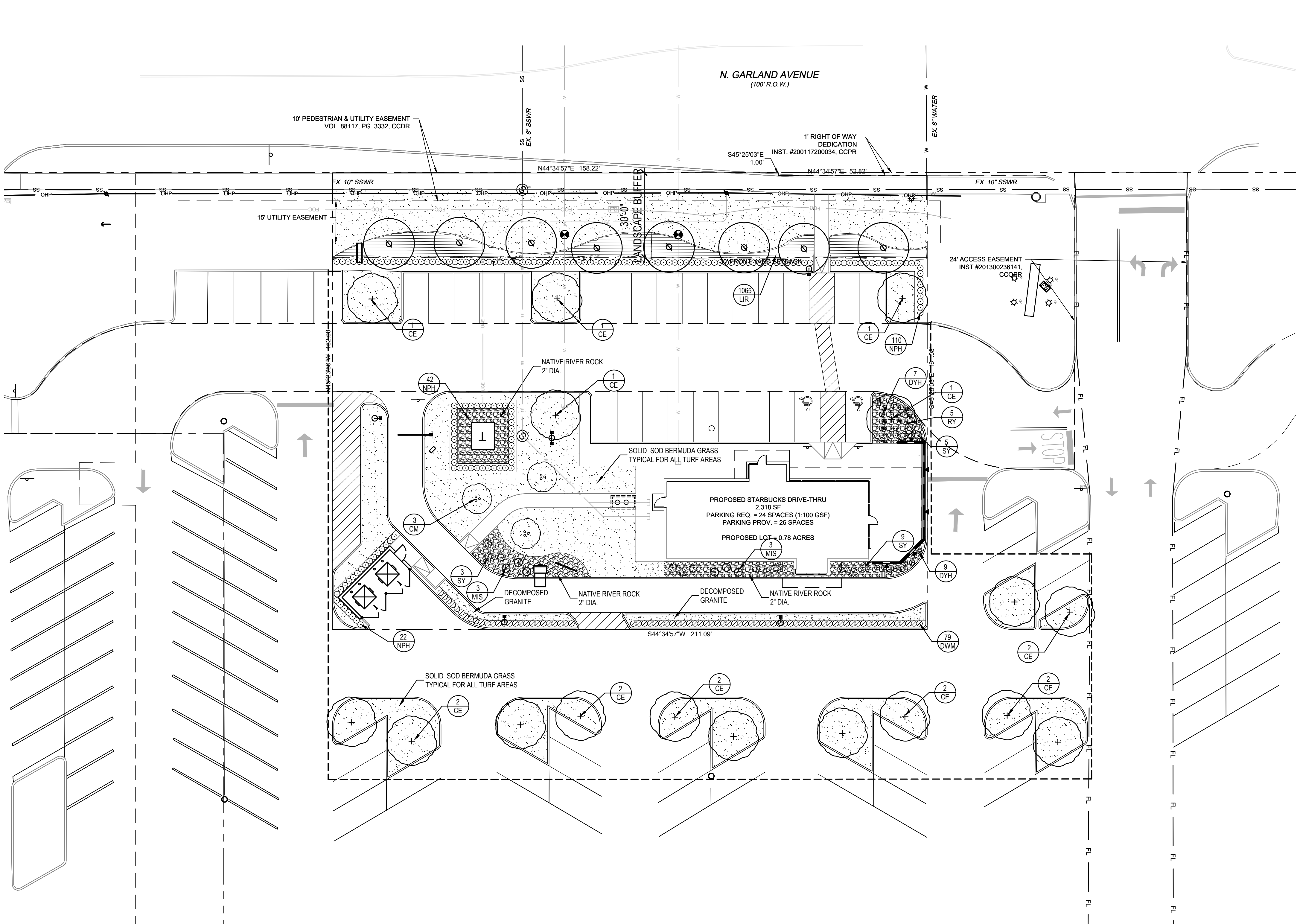
REVISIONS

No. DATE

DATE
09/15/2021

PROJECT NO.
15202

SHEET NO.
SP-1



SITE DATA TABLE

EXISTING ZONING	PD 13-02 (BASE ZONING - CR)
EXISTING LAND USE	PARKING LOT
PROPOSED LAND USE	RESTAURANT W/ DRIVE-THRU
LOT AREA	34,157.9 SF / 0.78 AC
BUILDING FOOTPRINT AREA	2,318 SF
TOTAL BUILDING AREA	2,318 SF
MAX BUILDING HEIGHT ALLOWED	35'
BUILDING HEIGHT / NUMBER OF STORIES	24' - 0" / 1 STORY
MAX ALLOWABLE LOT COVERAGE	40%
LOT COVERAGE	6.51%
FLOOR AREA RATIO	0.07 : 1
IMPERVIOUS AREA	23,870 SF (69.88 %)
LANDSCAPE AREA	12,800.14 SF (37.47%)
REQUIRED PARKING - (TSP / 100 GSF)	24 SPACES
PROVIDED PARKING	26 SPACES
HANDICAP PARKING REQUIRED (# SPACES)	2 SPACES
HANDICAP PARKING PROVIDED (# SPACES)	2 SPACES
LOADING SPACE REQUIRED	1 SPACE
LOADING SPACE PROVIDED	1 SPACE
REQUIRED PARKING - (TSP / 250 GSF)	879 SPACES
PROVIDED PARKING BEFORE LOT CARVE-OUT	1015 SPACES
PARKING REMOVED FOR LOT CARVE-OUT	106 SPACES
REMAINING WALMART PARKING	909 SPACES

HANDICAP PARKING IS PROVIDED IN ACCORDANCE WITH ADA STANDARDS.

PLANT MATERIAL SCHEDULE

TREES					
TYPE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
CE	17	Cedar Elm	<i>Ulmus crassifolia</i>	4" cal.	B&B, 12' ht, 5' spread, 5' clear straight trunk
CM	3	Crepe Myrtle	<i>Lagerstroemia indica</i>	3" cal.	container, 6' ht., treeform
SHRUBS					
TYPE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
DYH	15	Dwarf Yaupon Holly	<i>Ilex vomitoria</i>	3 gal.	container, 20" spread, 24" ht.
NPH	174	Needlepoint Holly	<i>Ilex cornuta 'Needlepoint'</i>	3 gal.	container, 20" spread, 24" ht.
MIS	6	Miscanthus	<i>Miscanthus sinensis</i>	5 gal.	container full, 24" spread
RY	5	Red Yucca	<i>Hesperaloe parvifolia</i>	3 gal.	container, 24" ht., 20" spread
DWM	79	Dwarf Wax Myrtle	<i>Myrica pusilla</i>	5 gal.	container, 20" ht., 20" spread
SY	17	Soft Leaf Yucca	<i>Yucca recurvifolia</i>	5 gal.	container, 24" ht., 20" spread
GROUNDCOVERS					
TYPE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
LIR	1065	Liriope	<i>Liriope muscari</i>	4" pots	container full, well rooted 12" o.c.
		Native River Rock	<i>Cynodon dactylon '419'</i>		solid sod refer to notes
		Decomposed Granite			
NOTE: Plant list is an aid to bidders only. Contractor shall verify all quantities on plan. All heights and spreads are minimums. All plant material shall meet or exceed remarks as indicated. All trees to have straight trunks and be matching within varieties.					

LANDSCAPE REQUIREMENTS

Total Landscape Area
Requirement: Minimum of 10% of site to be devoted to landscape area.
(Site Area: 34,157.9 s.f.)

Required: 3,415.79 s.f.
Provided: 12,800.14 s.f.

Requirement: 5% of total parking area to be landscaped.
Trees located at the ends of each parking row. All parking spots to be within 85' of tree. 1 tree per (10) parking spots.
(Parking Area: 9,748.7 s.f.)
(Parking Spaces: 26 Spaces)

Required: 487.44 s.f.
3 trees
Provided: 1,121.01 s.f.
4 trees

N Garland Ave.
Requirement: 15' wide landscape buffer along major thoroughway.
1 large canopy tree and 7 shrubs per 30' l.f.
Maximum 75% of buffer can be turf, 25% to be groundcover.
(Street Frontage: 211.04 l.f., landscape buffer area= 6,000 s.f.)

Required: 7 trees
50 shrubs
Provided: 8 existing tree credits
109 shrubs

4,500 s.f. of turf allowed (75%)
3,673 s.f. of turf proposed (63%)

LANDSCAPE NOTES

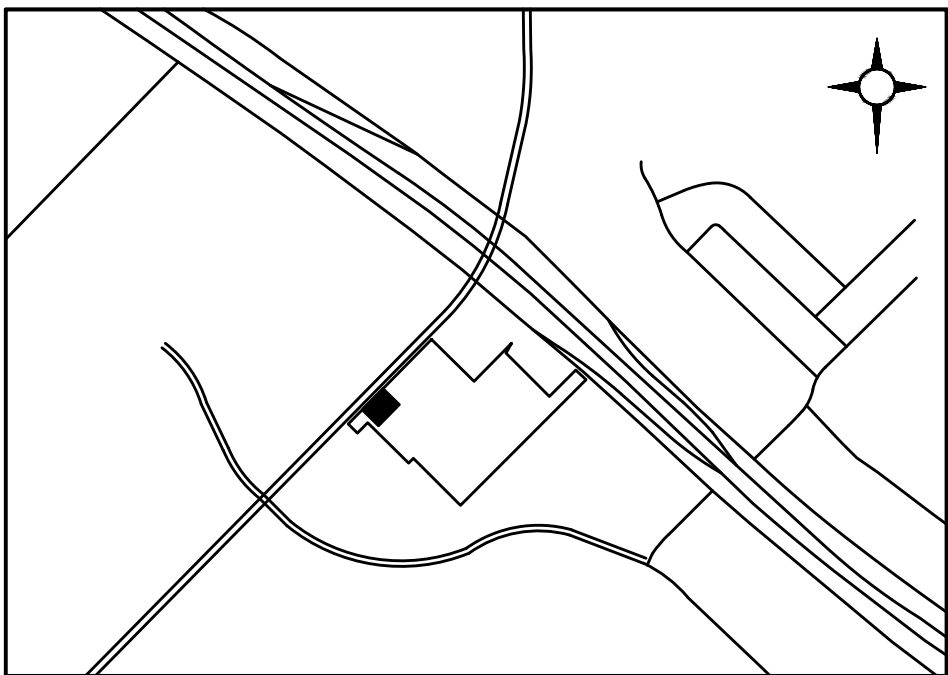
- CONTRACTOR SHALL VERIFY ALL EXISTING AND PROPOSED SITE ELEMENTS AND NOTIFY ARCHITECT OF ANY DISCREPANCIES. SURVEY DATA OF EXISTING CONDITIONS WAS SUPPLIED BY OTHERS.
- CONTRACTOR SHALL LOCATE ALL EXISTING UNDERGROUND UTILITIES AND NOTIFY ARCHITECT OF ANY CONFLICTS. CONTRACTOR SHALL EXERCISE CAUTION WHEN WORKING IN THE VICINITY OF UNDERGROUND UTILITIES.
- CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LANDSCAPE AND IRRIGATION PERMITS.
- CONTRACTOR TO PROVIDE A MINIMUM 2% SLOPE AWAY FROM ALL STRUCTURES.
- ALL PLANTING BEDS AND LAWN AREAS TO BE SEPARATED BY STEEL EDGING. NO STEEL TO BE INSTALLED ADJACENT TO SIDEWALKS OR CURBS.
- ALL LANDSCAPE AREAS TO BE 100% IRRIGATED WITH AN UNDERGROUND AUTOMATIC IRRIGATION SYSTEM AND SHALL INCLUDE RAIN AND FREEZE SENSORS.
- ALL LAWN AREAS TO BE SOLID SOD BERMUDAGRASS, UNLESS OTHERWISE NOTED ON THE DRAWINGS.

SOLID SOD NOTES

- FINE GRADE AREAS TO ACHIEVE FINAL CONTOURS INDICATED. LEAVE AREAS TO RECEIVE TOPSOIL 3" BELOW FINAL DESIRED GRADE IN PLANTING AREAS AND 1" BELOW FINAL GRADE IN TURF AREAS.
- ADJUST CONTOURS TO ACHIEVE POSITIVE DRAINAGE AWAY FROM BUILDINGS. PROVIDE UNIFORM ROUNDING AT TOP AND BOTTOM OF SLOPES AND OTHER BREAKS IN GRADE. CORRECT IRREGULARITIES AND AREAS WHERE WATER MAY STAND.
- ALL LAWN AREAS TO RECEIVE SOLID SOD SHALL BE LEFT IN A MAXIMUM OF 1" BELOW FINAL FINISH GRADE. CONTRACTOR TO COORDINATE OPERATIONS WITH ON-SITE CONSTRUCTION MANAGER.
- CONTRACTOR TO COORDINATE WITH ON-SITE CONSTRUCTION MANAGER FOR AVAILABILITY OF EXISTING TOPSOIL.
- PLANT SOD BY HAND TO COVER INDICATED AREA COMPLETELY. INSURE EDGES OF SOD ARE TOUCHING. TOP DRESS JOINTS BY HAND WITH TOPSOIL TO FILL VOIDS.
- ROLL GRASS AREAS TO ACHIEVE A SMOOTH, EVEN SURFACE, FREE FROM UNNATURAL UNDULATIONS.
- WATER SOD THOROUGHLY AS SOD OPERATION PROGRESSES.
- CONTRACTOR SHALL MAINTAIN ALL LAWN AREAS UNTIL FINAL ACCEPTANCE. THIS SHALL INCLUDE, BUT NOT LIMITED TO: MOWING, WATERING, WEEDING, CULTIVATING, CLEANING AND REPLACING DEAD OR BARE AREAS TO KEEP PLANTS IN A VIGOROUS, HEALTHY CONDITION.
- CONTRACTOR SHALL GUARANTEE ESTABLISHMENT OF AN ACCEPTABLE TURF AREA AND SHALL PROVIDE REPLACEMENT FROM LOCAL SUPPLY IF NECESSARY.
- IF INSTALLATION OCCURS BETWEEN SEPTEMBER 1 AND MARCH 1, ALL SOD AREAS TO BE OVER-SEEDED WITH WINTER RYEGRASS, AT A RATE OF (4) POUNDS PER ONE THOUSAND (1000) SQUARE FEET.

CITY NOTES

- PUBLIC RIGHT OF WAY, EASEMENTS AND COMMON AREAS MUST BE STABILIZED WITH PERENNIAL VEGETATION COVER, FULLY ESTABLISHED WITH 100% COVERAGE, OR OTHER APPROVED STABILIZATION METHOD.
- NO LANDSCAPING SUCH AS TREES, HEDGES, ABOVE AND UNDERGROUND STRUCTURES SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHT OF WITHOUT APPROVED CITY'S REAL PROPERTY IMPROVEMENT AUTHORIZATION FORM OF CITY'S LICENSE AGREEMENT.



LANDSCAPE ARCHITECT
STUDIO GREEN SPOT, INC.
1784 McDERMOTT DR.
SUITE 110
ALLEN, TEXAS 75013
(469) 369-4448
CHRIS@STUDIOGREENSPOT.COM



STARBUCKS
CARVE-OUT
LOT 2R2, BLK. 1
5300 N. GARLAND AVENUE
CITY OF GARLAND, TEXAS

ISSUE:

FOR APPROVAL 08.26.2021
CITY COMMENTS 09.15.2021

DATE:
09.15.2021

SHEET NAME:
LANDSCAPE PLAN

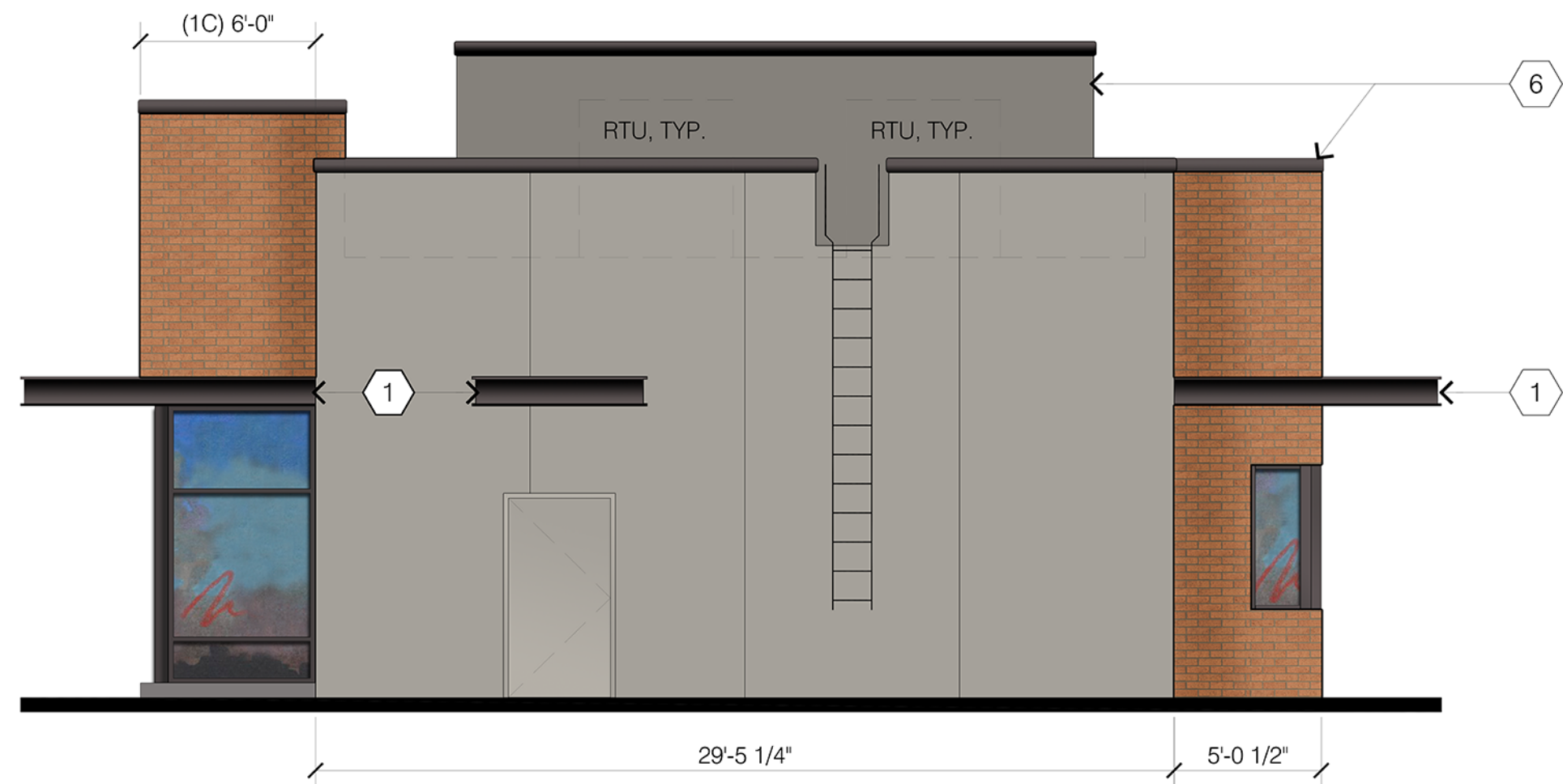
SHEET NUMBER:

L.2



N. GARLAND AVENUE FACADE ARTICULATION	
1. HORIZONTAL	
A) MINIMUM OF ONE HORIZONTAL ARTICULATION IS REQUIRED THAT IS AT LEAST 20% OF THE BUILDINGS TOTAL STREET-FACING LENGTH.	
• REQUIRED: 73'-5 1/4" x 20% = 14'-8 1/4"	
• PROVIDED: 15'-3 5/8" (1A)	
B) TOTAL STREET-FACING LENGTH = 73'-5 1/4" (1B)	
C) DEPTH ARTICULATION OF AT LEAST TWO FEET (2') SHALL BE REQUIRED FOR EVERY THIRTY FEET OF BUILDING FACADE LENGTH	
• REQUIRED: 6'-0"	
• PROVIDED: 6'-0" (1C) (NOTE: SEE 2/A3.0 & 3/A3.0)	
2. VERTICAL	
A) MINIMUM OF ONE VERTICAL ARTICULATION IS REQUIRED THAT IS AT LEAST 20% OF THE BUILDINGS TOTAL STREET-FACING LENGTH.	
• REQUIRED: 73'-5 1/4" x 20% = 14'-8 1/4"	
• PROVIDED: 22'-6 1/4" (2A)	
B) TOTAL STREET-FACING LENGTH = 73'-5 1/4" (2B)	
C) HEIGHT ARTICULATION OF AT LEAST THREE FEET (3') SHALL BE REQUIRED FOR EVERY FIFTY FEET OF BUILDING FACADE LENGTH	
• REQUIRED: 6'-0"	
• PROVIDED: 4'-0" (2C) + 2'-0" (2C)	
D) BUILDING'S NON-ARTICULATED HEIGHT = 18'-6" (2D)	

1 Northwest Elevation (Front)
Scale: 3/16" = 1'-0"



2 Southwest Elevation
Scale: 3/16" = 1'-0"

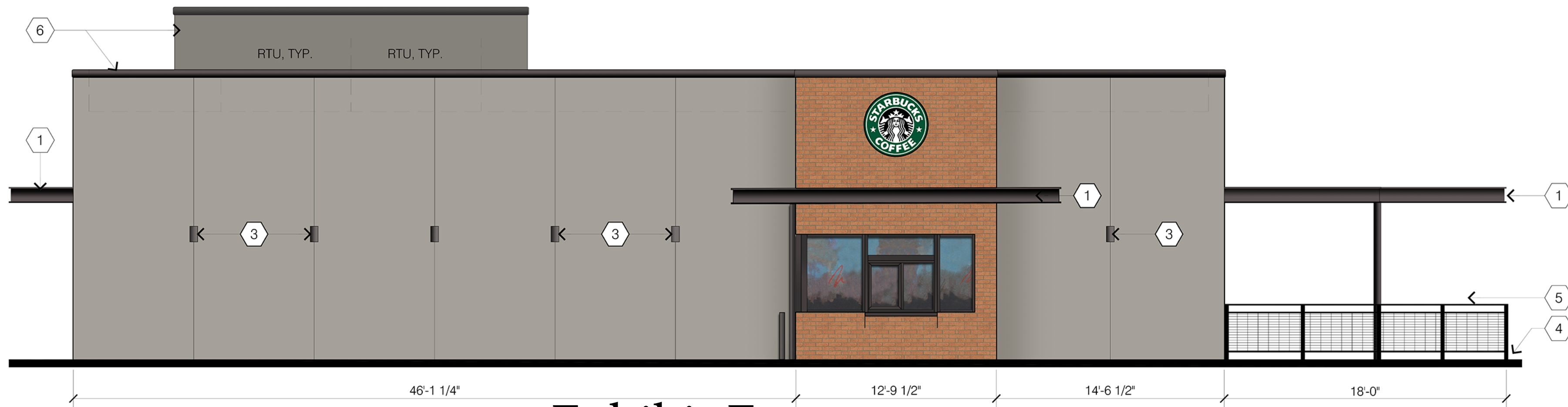
ARCHITECTURAL ELEMENTS PROVIDED BY SYMBOL (#):

1. AWNINGS OR CANOPIES
2. DISPLAY WINDOWS
3. DISTINCTIVE LIGHTING FEATURES
4. PLANTERS ADJACENT TO PATIO FENCING
5. OUTDOOR SEATING AREAS
6. VARIED ROOF HEIGHTS

BUILDING ATTACHED SIGNAGE TO BE SUBMITTED UNDER SEPARATE PERMIT BY TENANT, SHOWN FOR REFERENCE ONLY

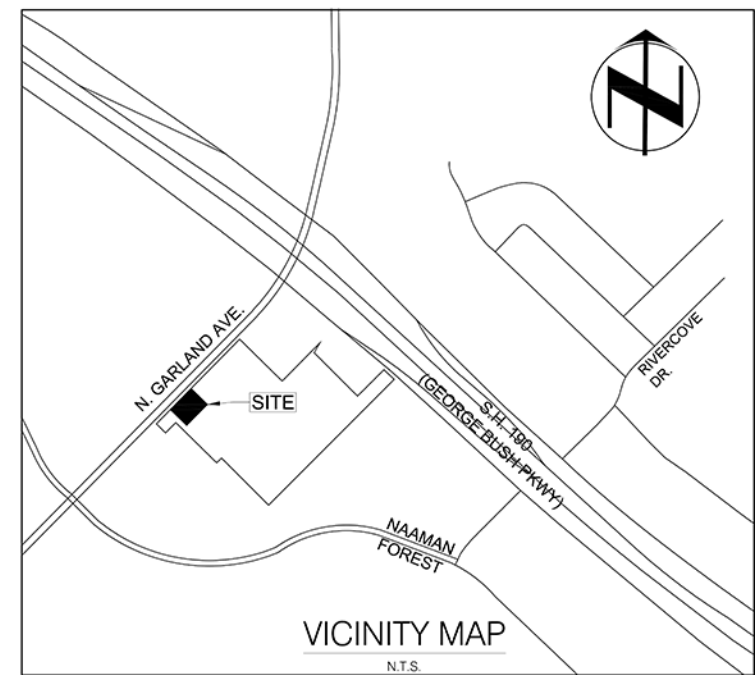


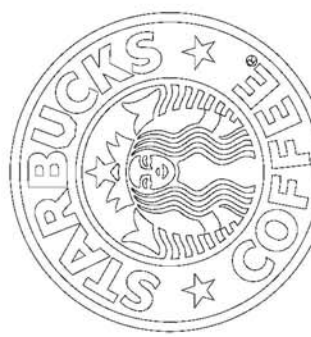
3 Northeast Elevation
Scale: 3/16" = 1'-0"



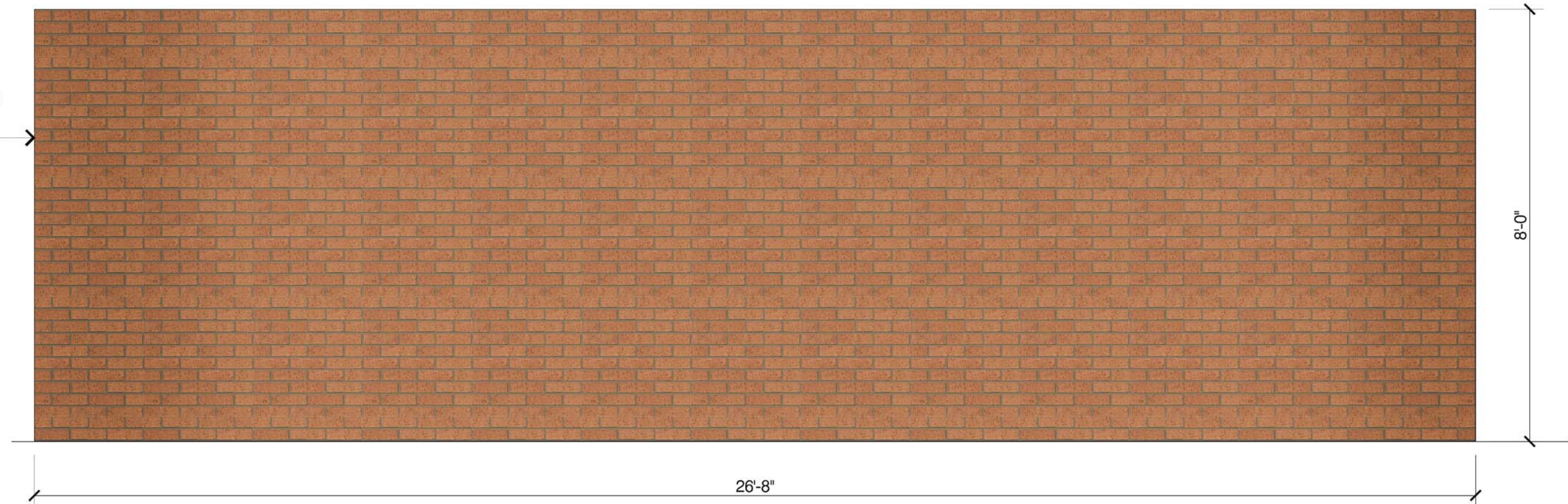
4 Exhibit E
Southeast Elevation
Scale: 3/16" = 1'-0"

STARBUCKS CARVE-OUT
5300 N. GARLAND AVE, GARLAND, TX 75040
LOT 2R, BLOCK 1
TBCW ADDITION
CITY OF GARLAND, TEXAS
PRE-SUBMITTAL CASE NUMBER: 210427-2
OWNER:
WALMART REAL ESTATE BUSINESS
APPLICANT:
MICHAEL WESTFALL
WESTFALL ENGINEERING
1719 ANGEL PARKWAY, STE 400-206
ALLEN, TEXAS 75002





8'-0" HIGH, MODULAR
BRICK OVER 8" CMU,
TRASH ENCLOSURE
SCREEN WALL. BRICK
ON TRASH ENCLOSURE
TO MATCH COLOR OF
BRICK ON BUILDING



5

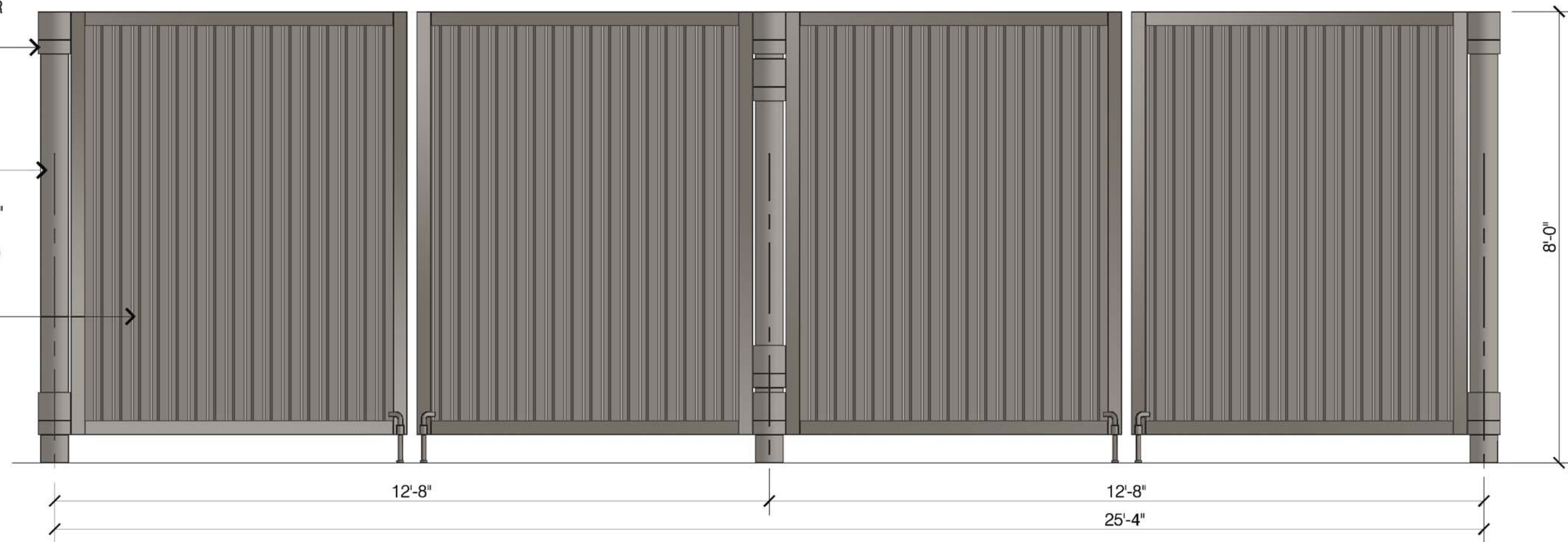
Screenwall Elevation

Scale: 1/2" = 1'-0"

PIPE SLEEVE HINGE
OVER BOLLARD. COLOR
TO MATCH ADJACENT
CMU WALL

8'-0" HIGH CONCRETE
FILLED BOLLARD AT
GATES. COLOR TO
MATCH ADJACENT
CMU WALL

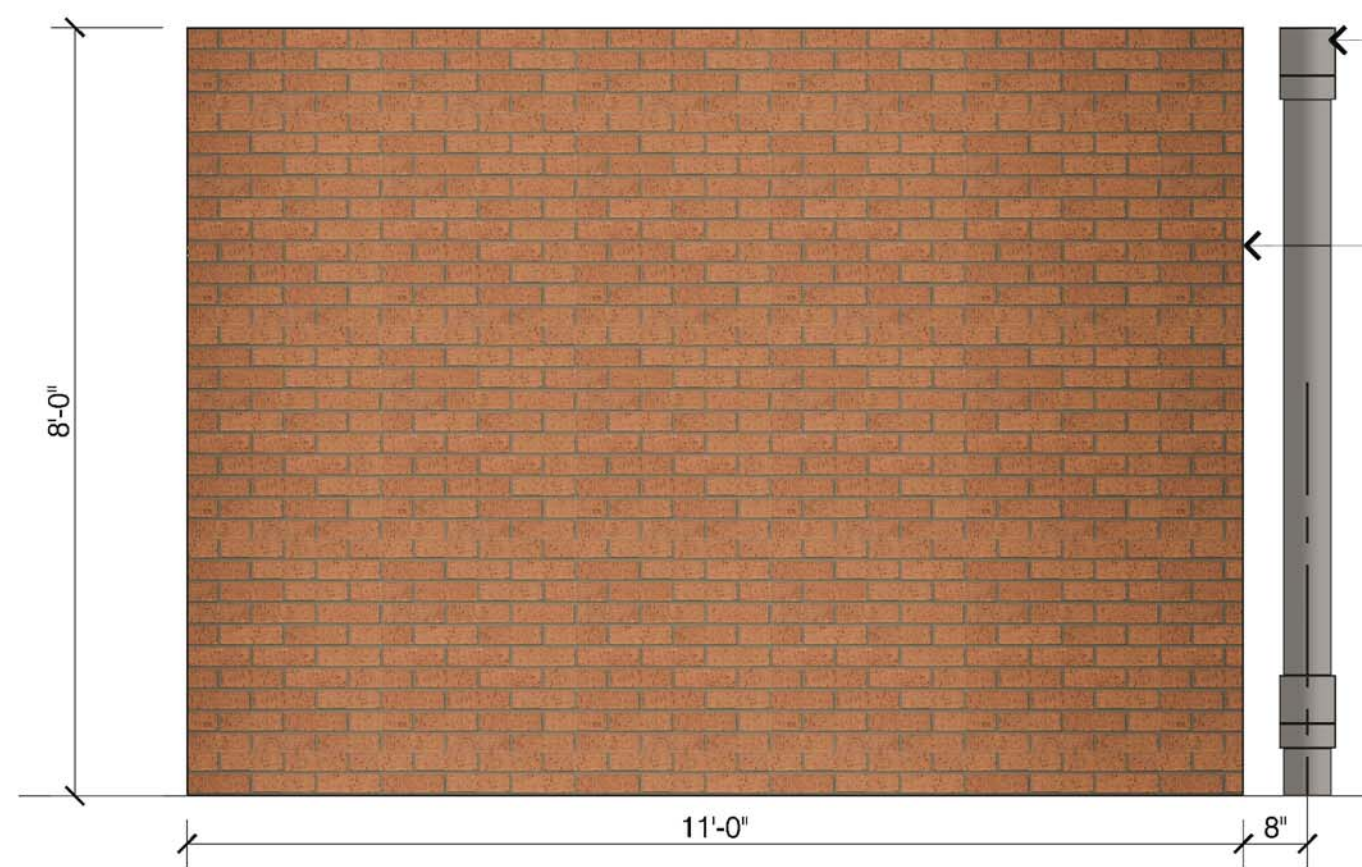
PREFINISHED METAL "M"
PANEL SECURED TO
PREPPED, PRIMED, AND
PAINTED STEEL GATE
FRAME, TYPICAL AT
EACH GATE



4

Gate Elevation

Scale: 1/2" = 1'-0"



3

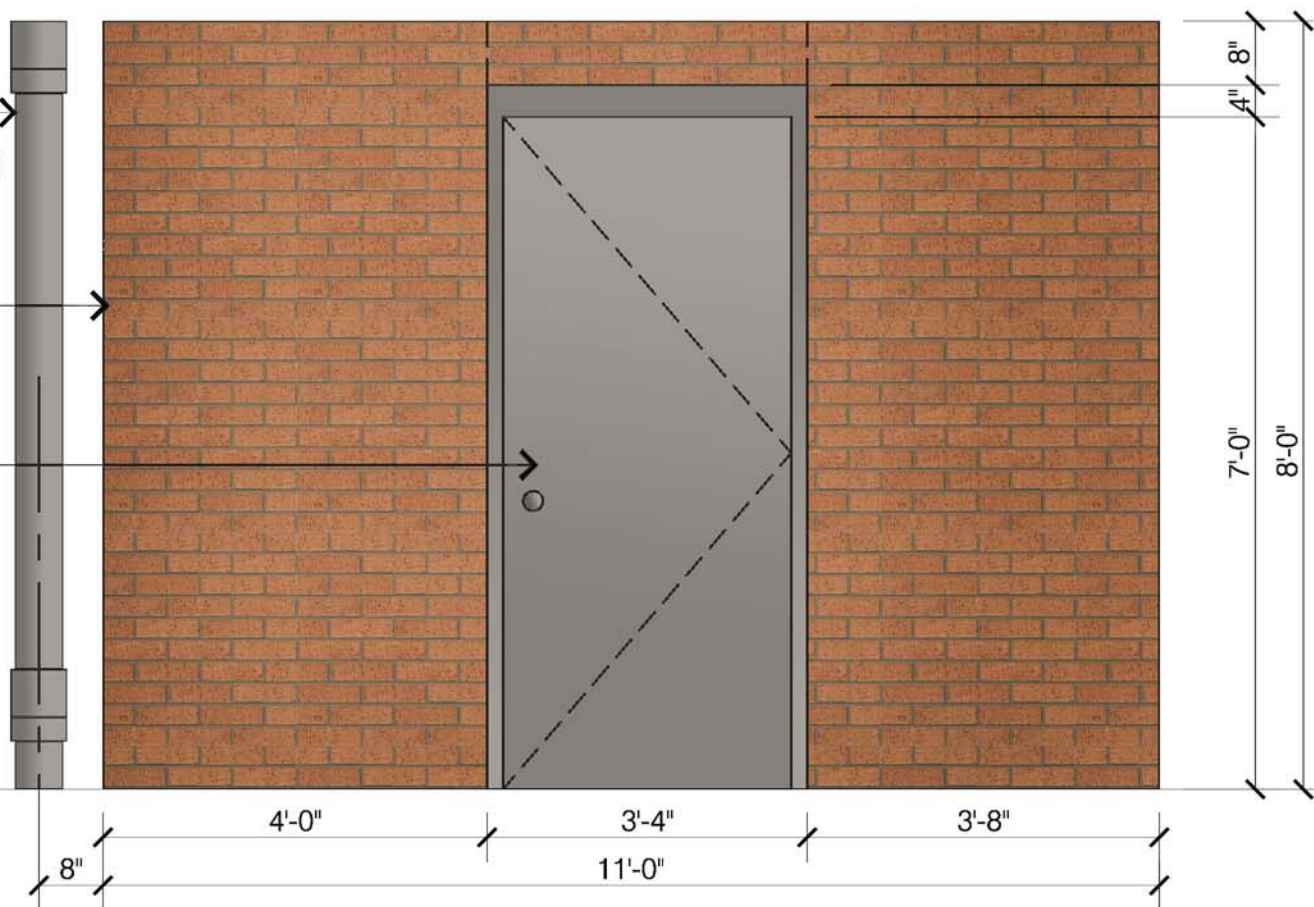
Screenwall Elevation

Scale: 1/2" = 1'-0"

REFER TO GATE ELEVATION
THIS SHEET FOR NOTES
REGARDING TRASH ENCLOSURE
GATES AND BOLLARDS

8'-0" HIGH, MODULAR
BRICK OVER 8" CMU, TRASH ENCLOSURE
SCREEN WALL. BRICK ON TRASH
ENCLOSURE TO MATCH COLOR
OF BRICK ON BUILDING

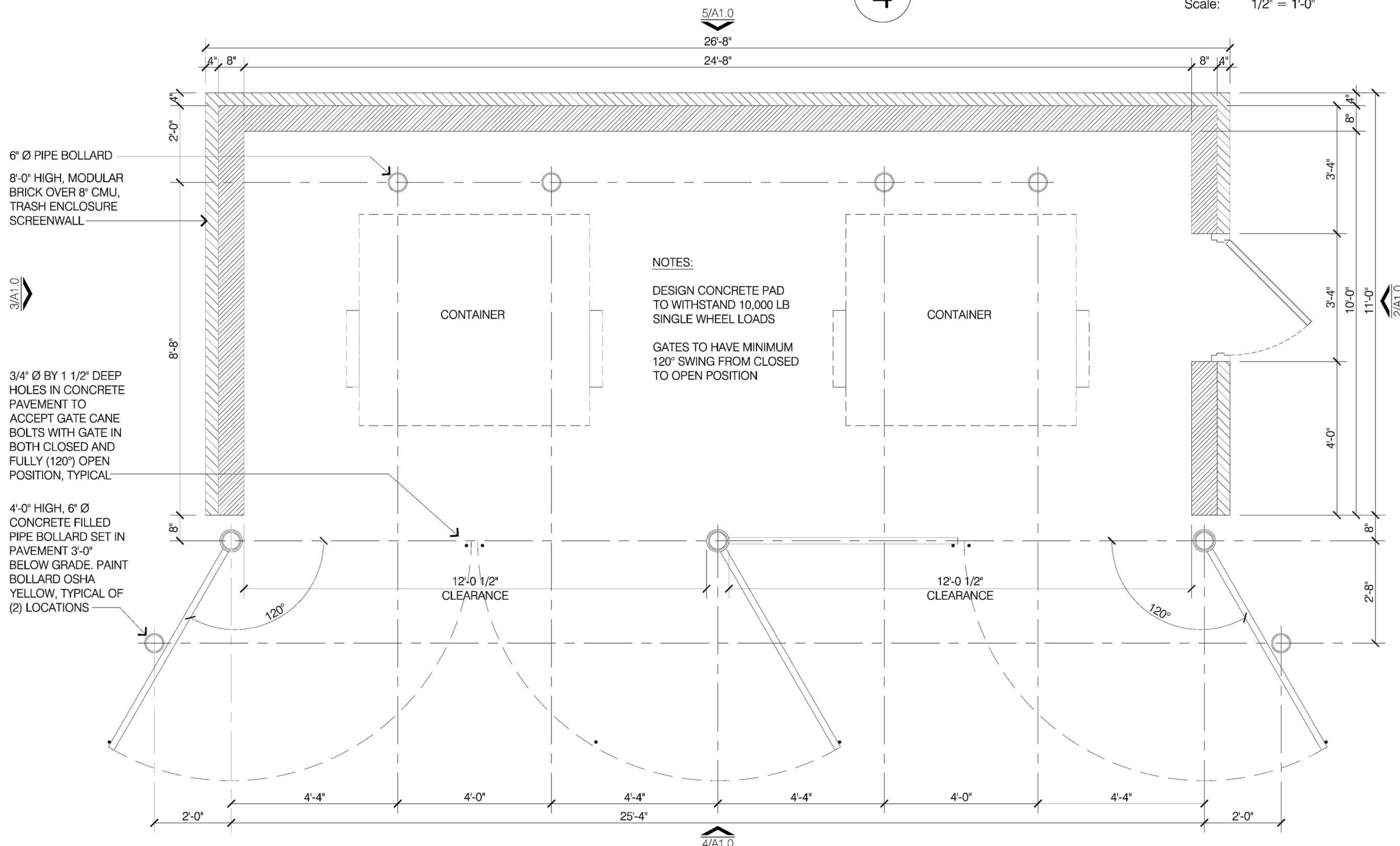
HOLLOW METAL DOOR AND
FRAME, COLOR TO MATCH
ADJACENT BOLLARD AND GATE
FRAMES



2

Screenwall Elevation

Scale: 1/2" = 1'-0"



1

Trash Enclosure Plan

Scale: 1/2" = 1'-0"

Exhibit E



**GARLAND
CITY COUNCIL ITEM SUMMARY SHEET**

City Council Regular Session Agenda

3. c.

Meeting Date: 12/07/2021

Item Title: Z 21-40 Mousa Abudaabes, Plato's Closet Store (District 1)

Submitted By: Will Guerin, Planning Director

Summary of Request/Problem

Zoning Ordinance Z 21-40 Mousa Abudaabes, Plato's Closet Store

Recommendation/Action Requested and Justification

Consider adoption of the attached ordinance.

Attachments

Z 21-40 Ordinance

Z 21-40 Exhibit A

Z 21-40 Exhibit B

Z 21-40 Exhibit C

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE GARLAND DEVELOPMENT CODE OF THE CITY OF GARLAND, TEXAS, BY APPROVING 1) AN AMENDMENT TO PLANNED DEVELOPMENT (PD) DISTRICT 04-54 TO ALLOW A USED GOODS, RETAIL SALES (INDOORS) USE AND 2) A SPECIFIC USE PROVISION TO ALLOW A USED GOODS, RETAIL SALES (INDOORS) USE ON A 9.9224-ACRE TRACT OF LAND LOCATED AT 4430 LAVON DRIVE, SUITE 374; PROVIDING FOR CONDITIONS, RESTRICTIONS, AND REGULATIONS; PROVIDING A PENALTY UNDER THE PROVISIONS OF SEC. 10.05 OF THE CODE OF ORDINANCES OF THE CITY OF GARLAND, TEXAS; PROVIDING A NOTICE OF CONDITIONS OF COMPLIANCE CLAUSE; PROVIDING A SAVINGS CLAUSE AND A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, at its regular meeting held on the 25th day of October, 2021, the Plan Commission did consider and make recommendations on a certain request for 1) An Amendment to Planned Development (PD) District 04-54 to allow a Used Goods, Retail Sales (Indoors) Use and 2) a Specific Use Provision to allow a Used Goods, Retail Sales (Indoors) Use by **Mousa Abudaabes, Plato's Closet Store**; and

WHEREAS, The City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendment to the zoning laws would provide for and would be in the best interest of the health, safety, morals, and general welfare:

Now, therefore, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS, that:

Section 1

The Garland Development Code is hereby amended by approving 1) An Amendment to Planned Development (PD) District 04-54 to allow a Used Goods, Retail Sales (Indoors) Use and 2) a Specific Use Provision to allow a Used Goods, Retail Sales (Indoors) Use on a 9.9224-acre tract of land located at 4430 Lavon Drive, Suite 374 and being more particularly described in Exhibit A, attached hereto and made a part hereof.

Section 2

Development shall be in conformance with the conditions, restrictions, and regulations set forth in the Garland Development Code.

Section 3

That a violation of this Ordinance shall be a misdemeanor punishable in accordance with Section 10.05 of the Code of Ordinances, City of Garland, Texas.

Section 4

NOTICE OF CONDITIONS OF COMPLIANCE: Notwithstanding the provisions of any other ordinance of the City, the full, complete, and continuing compliance with all the conditions, restrictions, and regulations of this Ordinance is a condition to the issuance and continuation of any permit, approval, authorization or consent by the City, including without limitation the issuance or continuation of any certificate of occupancy for any building or structure located on any portion of the property described in Exhibit A. All promises, representations, obligations and undertakings made or assumed by the applicant to the City Council at any public presentation in connection with the granting of this Ordinance are hereby incorporated into and made a part of this Ordinance as if expressly set forth herein at length. No substantial deviation from any material portion of the conditions, restrictions, and regulations contained within this Ordinance are allowed except as may be provided by the City Council after a public hearing.

Section 5

That the Garland Development Code, as amended, shall be and remain in full force and effect save and except as amended by this Ordinance.

Section 6

That the terms and provisions of this Ordinance are severable and are governed by Sec. 10.06 of the Code of Ordinances of the City of Garland, Texas.

Section 7

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

FILE NO. Z 21-40

PASSED AND APPROVED this _____ day of _____,
2021.

THE CITY OF GARLAND, TEXAS

By:

Mayor

ATTEST:

City Secretary

Published:

EXHIBIT A

LEGAL DESCRIPTION

Zoning File Z 21-40

WHEREAS, 78 NEP, LTD., is the owner of all that certain lot, tract or parcel of land situated in the J. Howard Survey, Abstract No. 542 and the Daniel Crist Survey, Abstract No. 226 in the City of Garland, Dallas County, Texas and being a part of the 9.5741 acre tract of land described in a deed to 78 NEP, Ltd. By deed recorded in Volume 2001096, Page 71141 of the Deed Records of Dallas County Texas, a part of the 1.4133 acre tract of land described in a deed from the State of Texas to 78 NEP, Ltd. By deed recorded in Volume 2002098, Page 150 of the Deed Records of Dallas County, Texas, all of the 0.6905 acre tract of land formerly known as Ben Davis Road (50 foot right of way) conveyed to 78 NEP, Ltd., and described in Correction Deed recorded in Volume 2004185, Page 5995 of the Official Public Records of Dallas County, Texas, and also being all of Lot 1R in Block 6 of Firewheel Center, an addition to the City of Garland, Texas, according to the plat thereof recorded in Volume 2003247, Page 355 of the Official Public Records of Dallas County, Texas, and being conveyed to 78 NEP, Ltd. By deed recorded in Volume 2004185, Page 6331 of the Deed Records of Dallas County, Texas, and being more particularly described in composite by metes and bounds as follows:

BEGINNING at a 5/8" iron rod found for corner in the Southeast right of way line of State Highway 78 (Lavon

Parkway, a variable width right of way), said point being the most westerly corner of the aforereferenced 1.4133 acre tract of land conveyed to 78 NEP, Ltd. by deed recorded in Volume 2002098, Page 150 of the Deed Records of Dallas County, Texas, said point being in a curve to the right having a central angle of $15^{\circ} 56' 41''$ with a radius of 1562.02 feet and a chord bearing of North $21^{\circ} 42' 28''$ East at a distance of 433.29 feet;

THENCE Northeasterly along said curve to the right and following along the Southeast right of way of State Highway No. 78 and being common to the Northwest line of said 1.4133 acre tract of an arc distance of 434.69 feet to a $5/8''$ iron rod found for corner;

THENCE North $29^{\circ} 39' 51''$ East along the Southeast right of way line of State Highway No. 78 for a distance of 915.81 feet to a $5/8''$ iron rod found at the intersection of the Southeast line of said State Highway No. 78 and the Southwest line of Firewheel Parkway (formerly Northeast Parkway, 120 foot right of way);

THENCE South $61^{\circ} 38' 07''$ East along the Southwest right of way line of Firewheel Parkway for a distance of 64.41 feet to a $5/8''$ iron rod found at the beginning of a curve to the right having a central angle of $16^{\circ} 10' 25''$ with a radius of 905.00 feet and a chord bearing of South $53^{\circ} 32' 55''$ East at a distance of 254.62 feet;

THENCE Southeasterly along said curve to the right and following along the Southwest right of way line of Firewheel Parkway for an arc distance of 255.47 feet to a $5/8''$ iron rod found for corner;

THENCE South 45° 27' 42" East and continuing along the Southwest right of way line of said Firewheel Parkway for a distance of 15.15 feet to a 5/8" iron rod found at the beginning of a curve to the right having a central angle of 90° 00' 00" with a radius of 25.00 feet and a chord bearing South 00° 27' 42" East at a distance of 35.36 feet;

THENCE Southeasterly along said curve to the right and following along the Northwest line of proposed Lot 1R, Block 1 of the Replat of Lot 1R in Block 1 of Firewheel Center Addition, for a distance of 8.97 feet to a 5/8" iron rod found at the beginning of a curve to the left having a central angle of 14° 52' 21" with a radius of 519.00 feet and a chord bearing South 37° 06' 07" West at a distance of 134.34 feet;

THENCE Southwesterly along said curve to the left and continuing along the Northwest line of said proposed lot 1R, Block 1 of the Replat of Lot 1R in Block 1 of Firewheel Center, an arc distance of 134.72 feet to a 5/8" iron rod found for corner;

THENCE South 29° 39' 56" West (Basis of Bearing per replat of Firewheel Center) and continuing along the Northwest line of said proposed Lot 1R, Block 1 of the Replat of Lot 1R in Block 1 of Firewheel Center for a distance of 1,101.80 feet to a 5/8" iron rod found at the beginning of a curve to the right, having a central angle of 90° 00' 00" with a radius of 25.00 feet and a chord bearing South 74° 39' 59" West at a distance of 35.36 feet;

THENCE Southwesterly along said curve to the right and continuing along the Northwest line of said proposed Lot 1R, Block 1 of the Replat of Lot 1R in Block 1 of Firewheel

Center, same being common to Lot 1R in Block 6 of Firewheel Center, an addition to the City of Garland according to the plat thereof recorded in Volume 2003247, at Page 355 of the Official Public Records of Dallas County, Texas, for an arc distance of 39.27 feet to a 5/8" iron rod found for corner;

THENCE North 60° 20' 04" West and continuing along the common line of said Lot 1R in Block 1 of the Replat of Lot 1R in Block 1 of Firewheel Center, and Lot 1R in Block 6 of Firewheel Center, an addition to the City of Garland according to the plat thereof recorded in Volume 2003247, Page 355 of the Official Public Records of Dallas County, Texas, for a distance of 32.73 feet to a 5/8" iron rod found at the beginning of a curve to the left having a central angle of 15° 01' 17" with a radius of 552.00 feet and a chord bearing North 68° 23' 06" West at a distance of 153.85 feet;

THENCE Northwesterly along said curve to the left for an arc distance of 154.35 feet to a 5/8" iron rod found for corner in the Southeast right of way line of the aforesaid Southeast right of way line of State Highway No. 78;

THENCE North 16° 14' 27" East and following along the Southeast right of way line of State Highway No. 78 for a distance of 22.06 feet to a 5/8" iron rod found for corner;

THENCE North 73° 45' 33" West and following the right of way line of State Highway No. 78 and being common to the aforementioned 1.4133 acre tract conveyed to 78 NEP, Ltd. by deed recorded in Volume 2002098, Page 150 of the Deed Records of Dallas County, Texas, for a distance of 56.27 feet to the POINT OF BEGINNING and containing 9.9224 acres of land, more or less.

PLANNED DEVELOPMENT CONDITIONS

ZONING FILE Z 21-40

4430 LAVON DRIVE, SUITE 374

- I. Statement of Purpose:** The purpose of this Planned Development (PD) 04-54 amendment is to add Used Goods, Retail Sales (Indoors) Use by Specific Use Provision only.
- II. Statement of Effect:** This Planned Development shall not affect any term or condition found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this Ordinance, except as expressly provided herein.
- III. General Regulations:** All terms and conditions of the Garland Development Code and Planned Development (PD) District 04-54 are hereby included by reference and shall remain in full force and effect, save and except as expressly amended by this Ordinance.
- IV. Development Plans:**
- Detail Plan: Development shall be in general conformance with the Detail Plan approved in Planned Development (PD) 04-54. New development shall be required to obtain Detail Plan approval. In the event there is conflict between the approved Detail Plan and the Specific Conditions below, the Specific Conditions shall apply.
- V. Specific Conditions:**
- A. Permitted Uses:** In addition to those uses permitted in Planned Development (PD) 04-54, Used Goods, Retail Sales (Indoors) Use is permitted by a Specific Use Provision only.

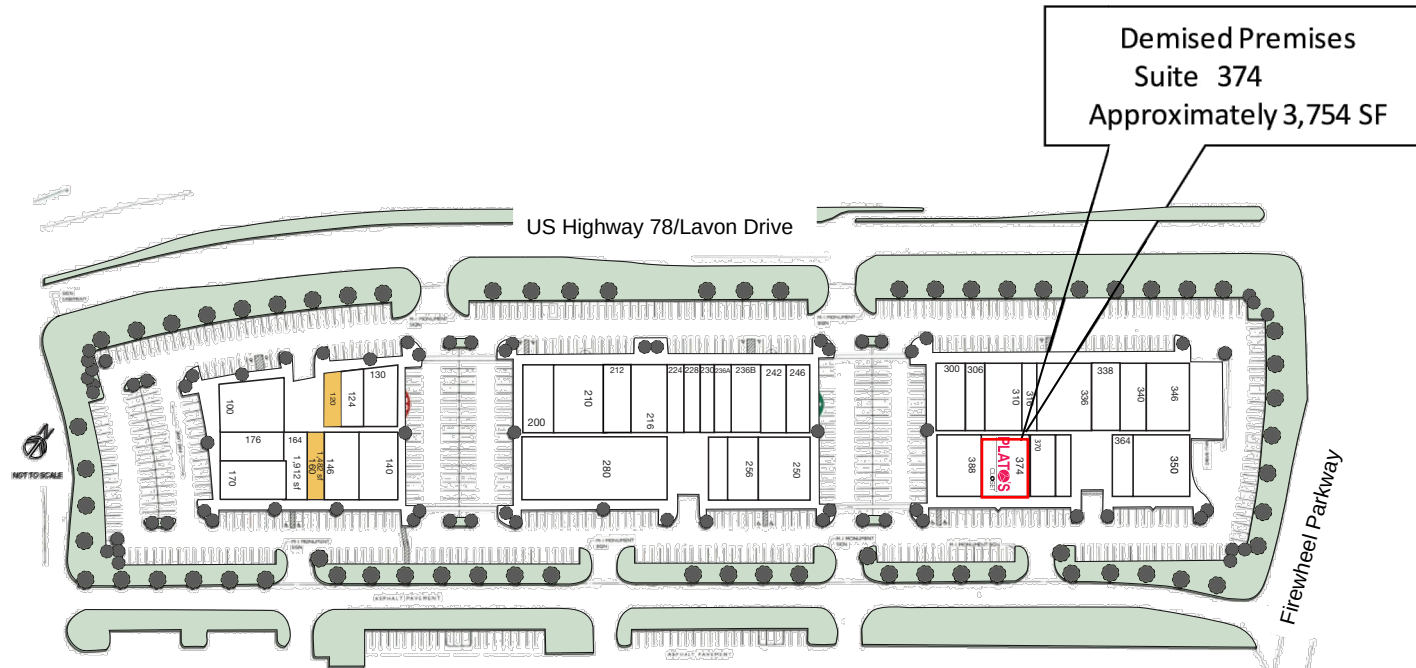
SPECIFIC USE PROVISION CONDITIONS

ZONING FILE Z 21-40

4430 LAVON DRIVE, SUITE 374

- I. Statement of Purpose:** The purpose of this Specific Use Provision is to allow a Used Goods, Retail Sales (Indoors) Use.
- II. Statement of Effect:** This Specific Use Provision shall not affect any regulation found in the Garland Development Code, Ordinance No. 6773, as amended prior to adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All terms and conditions of the Garland Development Code and Planned Development (PD) District 04-54 are hereby included by reference and shall remain in full force and effect, save and except as expressly amended by this Ordinance.
- IV. Specific Use Provision:**
 - A. SUP Time Period: The Specific Use Provision shall be in effect for twenty (20) years.
 - B. Used Goods, Retail Sales (Indoors): The Used Goods, Retail Sales (Indoors) Use shall be limited to Suite 374, as shown in Exhibit C.

EXHIBIT C



Scope Of The Project : Interior Remodeling for Plato's Closet
 Building/Project Area : 3754sf

FILE NO: Z 21-40
 CASE NO: 210017-0

PROPOSED PLAN
 Plato's closet garland

4430 LAVON DR SUITE 374
 GARLAND TX 75040

UB CONSTRUCTION
 (972) 802-4713

DATE:
 05/2021



GARLAND
CITY COUNCIL ITEM SUMMARY SHEET

City Council Regular Session Agenda

4.

Meeting Date: 12/07/2021

Item Title: Consider approving amendments to Council rules of order and policies previously recommended by the Administrative Service Committee

Submitted By: Matt Watson, Finance Director

Summary of Request/Problem

At the August 2, 2021 and August 16, 2021 Work Session, Council Member Robert John Smith, chair of the Administrative Service Committee, presented several changes to the Council Rules of Order and Policies that were agreed upon by the Council. These changes to the Council policies included items regarding facility naming and dedication plaques, donation handling, businesses engaging in the creation of economic brownfield's, dignitary recognition protocols, and City facilities' usage policies and procedures.

Recommendation/Action Requested and Justification

Approve by minute action the Council Rules of Order and Policies.

Attachments

Council Rules of Order and Policies

2021
CITY COUNCIL
of the
CITY OF GARLAND, TEXAS

**RULES OF ORDER AND
PROCEDURE
AND
CITY COUNCIL POLICIES**

ARTICLE I

CITY COUNCIL RULES OF ORDER AND PROCEDURE

Section 1 Authority under the City Charter

Article III, Section 9 of the City Charter provides that the City Council shall determine its own rules of order of business and procedures for meetings. These rules shall be in effect upon adoption by the City Council and from year to year until such time as amended, suspended or new rules are adopted in the manner provided.

Section 2 General rules for conducting Council meetings

(A) Regular meetings

Article III, Section 8 of the City Charter provides that regular meetings of the City Council shall be held at least twice each month. Section 10.14 of the Code of Ordinances establishes the first and third Tuesdays of each month as the time for those regular meetings. The City Council may otherwise prescribe the date for such meetings by ordinance or resolution. The meetings are generally held in the City Council chamber or at another public building within the city limits as designated by the City Council in the meeting notice.

(1) *Other locations.* The City Council may, occasionally, elect to meet at other locations and, upon such election, shall give public notice of the change of location in accordance with provisions of State law and the City Charter.

(2) *Location during a local emergency.* If by reason of fire, flood or other emergency, it is unsafe to meet in the City Council chamber, the meetings may be held for the duration of the emergency at such other place as may be designated by the Mayor or, in the Mayor's absence by the Mayor Pro Tem (or, in the absence of the Mayor Pro Tem, the Deputy Mayor Pro Tem, if any) or the City Manager.

(B) Pre-council meeting work session

Prior to each regular City Council meeting, the City Council may conduct a work session in order to allow the City Council to informally review items of interest that may be scheduled for formal presentation at future City Council meetings, or that are strictly informational in nature. The City Council may not take formal action on items presented at the work session, unless specified in the posted agenda.

(C) Special meetings and emergency meetings

Pursuant to Article III, Section 7 of the City Charter, special meetings may be called at any time by the Mayor or by two or more members of the City Council. The City Secretary shall post notice thereof as provided by State law. Special meetings may be held at any location as long as such meetings are conducted in accordance with State law and the City Charter. In case of emergency or urgent public necessity (which shall be expressed in the notice of the meeting), an emergency meeting may be called by the Mayor or by two members of the City Council, and it shall be sufficient if the notice is posted two hours before the meeting is convened. Diligent effort to notify all Councilmembers shall be made prior to the emergency meeting. (Texas Government Code, Sec. 551.045)

(D) Adjourned meetings

The City Council may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment pursuant to the provisions of the Texas Open Meetings Act. (Texas Government Code, Section 551)

(E) Executive sessions

The City Council may meet in executive session during any regular or special meeting, or anytime otherwise authorized by State law, to consider, hear or decide any matter which is authorized by State law to be heard or considered in executive session. The City Council may exclude from any such executive session any person or persons which it is authorized by State law to exclude from such sessions. The general subject matter for consideration shall be expressed in an open meeting before such session is held. Councilmembers are prohibited from disclosing the nature of discussion from a closed session unless required by law.

(F) Notice of meetings

Notice of meetings and the agenda for all City Council meetings shall be posted by the City Secretary on the City's website and official bulletin board pursuant to the requirements of the Texas Open Meetings Act. (Texas Government Code, Section 551)

(G) Quorum

Article III, Section 6 of the City Charter provides that five members of the nine member City Council shall constitute a quorum to do business and the affirmative vote of five of those present shall be necessary to adopt any ordinance or resolution, except as required by City Charter or State law.

(H) Chair

Article III, Section 4 of the City Charter provides that the Mayor shall preside at all meetings of the City Council. The Mayor may participate in the discussion of all matters coming before the City Council. The Mayor shall be required to vote as a member on legislative and other matters. The Mayor shall have the authority to preserve order at all City Council meetings, to enforce the rules of the City Council, and to determine the order of business under the rules of the City Council. The Mayor shall also have the power to administer oaths.

(1) *Absence of Mayor.* Article III, Section 4 of the City Charter provides that the City Council shall elect from among the Councilmembers a Mayor Pro Tem who shall act as Mayor during the absence or disability of the Mayor. The City Council may elect from among the Councilmembers a Deputy Mayor Pro Tem who shall act as Mayor during the absence or disability of the Mayor and Mayor Pro Tem.

(2) *Absence of Mayor and Mayor Pro Tem.* When the Mayor and Mayor Pro Tem are absent from any meeting of the City Council, the Deputy Mayor Pro Tem, if one has been elected, shall act as Mayor Pro Tem. If all three are absent, the members present shall choose another member to act as Mayor Pro Tem and that person shall, for the duration of the meeting, have the powers of the Chair.

(I) Attendance by the public

Article III, Section 10 of the City Charter requires that all meetings of the City Council shall be open and public in accordance with the terms of provisions of the Texas Open Meetings Act, except executive sessions or closed meetings allowed by State law. Citizens and other visitors attending City Council meetings shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council.

(J) Minutes

In accordance with the provisions of Article III, Section 9, and Article IV, Section 5 of the City Charter, minutes of City Council meetings will be kept. Minutes will include final

motions with votes. The minutes will also reflect the names of public speakers.

(1) *City Council approval of minutes.* Minutes of meetings are generally submitted to the City Council within two weeks for approval.

(2) *Recording of meetings.* Audio and/or visual recordings of proceedings, other than executive session proceedings, are maintained by the City Secretary as required by law. Audio recordings of executive session proceedings shall be maintained by the City Attorney.

Section 3 Order of business at meetings of the City Council

(A) General order of proceedings

City Council meetings will be generally conducted in the following order, unless otherwise specified, or determined by the Chair or the City Council. An executive session may be held at any time during a meeting pursuant to applicable State law.

WORK SESSION AGENDA

- ☐ Executive session (if any)
- ☐ Written briefings
- ☐ Verbal briefings
- ☐ Questions regarding regular agenda items
- ☐ Discuss committee reports/assignments
- ☐ Discuss consent agenda
- ☐ Identify future agenda items
- ☐ Adjourn

REGULAR MEETING AGENDA

- ☐ [Pledge of allegiance/invocation]*
- ☐ [Mayoral proclamations, recognitions, and announcements]*
- ☐ Consent agenda/approval of minutes
- ☐ Regular agenda
- ☐ Consider appointments to boards and committees
- ☐ Citizen comments (“open mike”)
- ☐ Executive session (as needed)
- ☐ Adjournment

* These items may be taken up by the City Council prior to the commencement of official business

(B) Numbering and indexing of agenda items

All items of any nature shall be numbered consecutively for purposes of consideration on the agenda. Upon passage, the City Secretary shall separately index all ordinances and resolutions.

(C) Consent agenda

The consent agenda shall contain routine, non-controversial items that require City Council action but typically require little or no City Council deliberation. Any item on the consent agenda may be removed from the consent agenda and thereby be made subject to discussion and deliberation by any member of the City Council, staff or a person in attendance at the meeting. Agenda item(s) removed from the consent agenda by the request of a Councilmember, citizen or staff will be considered after approval of the remaining consent agenda, or may be postponed to a future meeting in the event the Chair, with the concurrence of the City Council, determines that the item requires extensive deliberation.

Section 4 Rules of procedure for conducting Council business

(A) General procedure

These rules, consistent with the City Charter and any applicable City ordinance, statute or other legal requirement, shall govern the proceedings of the City Council. To the extent not inconsistent with these rules, City Council proceedings shall follow the rules of procedure set out in Roberts Rules of Order, Newly Revised, (hereinafter “RONR”) a copy of which shall be retained by the City Secretary and made available for inspection by the public during normal business hours.

(B) Authority of the chair

The Chair shall make decisions on questions of procedure subject to review by the City Council as a whole. The Chair, with the consent of the City Council, may appoint a parliamentarian from outside the City Council to assist the Chair in interpreting the rules of procedure governing City Council meetings, and shall offer advice to the Chair as requested by the Chair or any member of the City Council. The Chair, shall, upon request of a member of the City Council, inform the City Council as to the advice given by the parliamentarian. Following a decision of the Chair on a question of procedure, any two members of the City Council shall be entitled to appeal the decision of the Chair by the making, and seconding of, an appeal. See RONR.

(C) Council deliberation and order of speakers

The Chair has been delegated the responsibility to control the debate and the order of speakers. Speakers will generally be called upon in the order of the request to speak. With the concurrence of the Chair, a Councilmember holding the floor may address a question

to another Councilmember and that Councilmember may respond while the floor is still held by the Councilmember asking the question. A Councilmember may opt not to answer a question while another Councilmember has the floor.

(D) Limit deliberations to item at hand

After an agenda is announced by the Chair, the City Council may discuss the item without the need for a motion on the item. Councilmembers will limit their comments to the subject matter or motion being currently considered by the City Council. All discussions shall be germane to a posted agenda item.

(E) Obtaining the floor

Except as provided in RONR, any member of the City Council wishing to speak shall first obtain the floor by registering in the cue electronically and thereafter being recognized by the Chair. If the electronic cue is inoperative, members of the City Council shall obtain the floor by making a verbal request for the floor to the Chair. The Chair shall recognize any Councilmember who seeks the floor when appropriately entitled to do so.

(F) Motions

Motions may be made by any member of the City Council, other than the Chair. Any member of the City Council, other than the Chair and the person offering the motion, may second a motion.

(G) Procedures for motions

The following is the general procedure for making motions:

- (1) Before a motion can be considered or debated, it shall be seconded.
- (2) A Councilmember who wishes to make a motion, except as provided in RONR, shall first obtain the floor.
- (3) A Councilmember who wishes to second a motion shall do so by registering the second electronically. If the electronic voting system is inoperative, members of the City Council shall second a motion through a verbal request to the Chair.
- (4) Unless otherwise required or provided by law, a motion (other than a procedural motion) made and seconded, unless stated otherwise, shall include, without necessity of reference, a motion to close the public hearing on the matter if the matter is one which includes a public hearing. A Councilmember wishing to continue the public hearing shall move to continue the public hearing, and if seconded shall be voted upon before the main motion. No discussion shall be permitted on a motion to continue the public hearing.

(5) Once the motion has been properly made and seconded, the Chair shall open the matter for discussion offering the first opportunity to the moving party and, thereafter, to any Councilmember properly recognized by the Chair.

(H) Motions to amend

When a motion is on the floor and an amendment is offered, the amendment shall be acted upon prior to acting on the main motion. No motion of a subject different from that under consideration shall be admitted as an amendment. A motion to amend an amendment shall be in order, but one to amend an amendment to an amendment shall not be in order. Action shall be taken on the amended amendment prior to any other action to further amend the original motion.

(I) Abstention or recusal

(1) If a Councilmember abstains because of a legal conflict that Councilmember is not counted as present for quorum purposes and is not deemed to be “voting” for purposes of determining whether there has been a “majority vote of those voting and present,” unless otherwise required by law.

(2) When a Councilmember has a legal conflict and is required to abstain or be recused from a portion of a City Council meeting, the Councilmember shall complete the necessary affidavit regarding the conflict.

(3) Pursuant to Article III, Section 6 of the Charter, a Councilmember who is present and not required by law to abstain from voting shall vote on every measure for which a vote is called; a refusal to vote constitutes a vote of “no” on the measure.

(J) Special Charter or statutorily-mandated voting requirements

Some actions taken by the City Council require more than a simple majority vote for approval as required by either the Charter or State law, including:

(1) *Charter amendments - Two-thirds vote:* An ordinance submitting a proposed Charter amendment must be adopted by at least a two-thirds vote of the full City Council. (Texas Local Government Code, Section 9.002(a), Article XI, Section 5, Texas Constitution).

(2) *Changing paving assessment plan - Two-thirds vote:* Changes in plans for paving assessments require a two-thirds vote of the full City Council. (Texas Transportation Code, Section 313.053).

(3) *Protested changes in zoning ordinance - Three-fourths vote:* If a proposed change to a zoning regulation or boundary is protested by owners of twenty percent or more

of the area of the lots or land included in such proposed change, or of the area of the lots or land immediately adjoining the area covered by the proposed change and extending 200 feet therefrom, the affirmative vote of at least three-fourths of the full City Council is required for the proposed change to take effect. (Texas Local Government Code, Sec. 211.006(d); Garland Development Code; Council Policy, Article II, below.)

Section 5 Public hearings

(A) The City Council procedure for the conduct of public hearings is generally, but not required to be, as follows:

- (1) Staff presents its report.
 - (2) Councilmembers may ask questions of staff.
 - (3) The Chair opens the public hearing.
 - (4) The applicant or appellant then has the opportunity to present comments, testimony, oral arguments. In the case of an appeal when the appellant is different from the applicant, the appellant shall be called upon first to provide comments or testimony. The applicant or appellant may have a total of fifteen minutes for a presentation when recognized by the Chair. The initial comments or presentation shall be limited to ten minutes and the rebuttal or concluding comments shall be limited to five minutes.
 - (5) Councilmembers may ask questions of the applicant/appellant.
 - (6) Members of the public are provided with the opportunity for comments and testimony in accordance with these Rules, including without limitation Sections 7 and 8, below.
 - (7) The appellant or the applicant is given the opportunity for closing comments.
 - (8) The City Council deliberates on the issue.
 - (9) If the City Council raises new issues through deliberation and a majority of the City Council seeks additional public testimony, additional public comment and testimony is permitted in accordance with these Rules.
 - (10) The City Council deliberates and takes action.
 - (11) The Chair announces the final decision of the City Council.
- (B) Any public hearing being held, noticed or ordered to be held by the City Council may, by order, notice or motion, be continued to any subsequent meeting subject to the provisions of the Texas Open Meetings Act.

Section 6 Public testimony at meetings

(A) Determining whether speakers are present

When a matter comes before the City Council, the Chair will open the public hearing. Upon opening the public hearing, and before any motion is adopted related to the merits of the issue to be heard, the Chair shall determine if speaker's cards have been submitted by persons who intend to speak or register a position or the Mayor may inquire if there is anyone present who desires to speak on the matter which is to be heard or to present evidence regarding the matter.

(B) Public member request to speak

Any person wishing to address the City Council regarding a matter on the agenda shall complete and present a speaker's card to the City Secretary before or as soon as reasonably possible after the close of the vote on the matter. Prior to speaking, the speaker shall complete the speaker's card and sign the card under penalty of perjury, or shall, if so allowed by the Chair, be sworn by the City Attorney or other person authorized to administer oaths. Upon being recognized by the Chair, the person may speak or present testimony relevant to the matter being heard. No person may speak without first being recognized by the Chair. Each person wishing to speak on the matter shall be limited to three minutes. Speakers are advised to obtain all information necessary for their presentations prior to the meeting: The opportunity to speak is given to provide testimony rather than to question the City Council or staff. The Chair may call a speaker out of order if the speaker presents questions or requests for information that will unduly delay the transaction of business at the meeting.

(C) Identification of speaker

When called upon, the person to speak shall come to the podium and state his or her name and address. If speaking for an organization or other group, the speaker shall identify the group represented. A person who does not wish to testify may nonetheless register a position on an agenda item by completing a speaker's card. The person's position on the matter shall be read into the record but the person is not required to address the City Council.

(D) Time limits

The Chair, with the concurrence of the City Council, may alter any of the enumerated time allocations based on the complexity of the item and the number of persons wishing to speak on the item.

(E) Designation of spokesperson

To expedite matters and to avoid repetitious presentations, the designation of a spokesperson is encouraged. Whenever any group of individuals wishes to address the City Council on the same subject matter, those individuals are encouraged to designate a spokesperson. Any person present at the meeting may, in lieu of speaking, designate a spokesperson by indicating the designation on his or her speaker's card. With the consent of the City Council, the Chair may extend the time allocation for a designated spokesperson. In this regard, three or more speakers may yield their time to a single speaker and such speaker shall be given two minutes per speaker up to a maximum of ten minutes provided that each of the persons who have agreed to yield their time to the designated spokesperson have completed a speaker's card and have indicated thereon the person's consent to the designation. The designating person's position on the matter shall be read into the record.

(F) Comments addressed to City Council

All remarks shall be addressed to the City Council as a whole and not to individual members or other speakers. Questions, if any, shall be directed to the Chair who will determine whether, or in what manner, an answer will be provided. Questions shall not be addressed to individual members or to other speakers.

(G) Questions of speakers

Members of the City Council who wish to ask questions of a speaker or each other during the public hearing portion may do so, but only after first being recognized by the Chair. Interaction with the speaker shall be limited to a question or questions, rather than an ongoing dialogue.

(H) Motion to extend a speaker's time to speak

In fairness to all speakers, a question may not be presented solely for the purpose of providing the speaker with more than the allotted time for the speaker unless a motion is made and approved extending the time for the speaker.

(I) Materials for public record

All persons interested in the matter being heard by the City Council shall be entitled to submit written evidence or remarks. All such evidence presented will be retained by the City Secretary as part of the record of the hearing, in accordance with the requirements of State law.

(J) Germane comments

No person will be permitted to speak about matters or present evidence which is not

germane to the matter being considered. A determination of relevance shall be made by the Chair, but may be appealed to the full City Council.

Section 7 Staff presentations

Staff presentations will be concise and will provide factual background information on the item as well as a recommendation for the City Council. Written presentations shall, to the extent possible, be provided to the City Council before the meeting.

Section 8 Appointments to boards and commissions

Appointments to boards and commissions shall, unless otherwise required by law, be made by minute action reflecting the unanimous consent of the City Council, unless a Councilmember requests that the appointment be deliberated by the City Council.

Section 9 Citizens' comments – "Open Microphone"

(A) A portion of the regular City Council meeting is set aside for members of the public to address the City Council on any item of City business that is not formally scheduled on the agenda. Members of the public shall complete a speaker card prior to the close of the citizens' comment period and present it to the City Secretary.

(B) Citizens' comments are generally permitted at the end of the regular City Council meeting, as specified on the agenda. A speaker's comments shall be limited to three minutes and the citizens' comment period shall not exceed thirty minutes. Speakers shall be allowed to speak on a first-come, first-to-speak basis as determined by the order in which the City Secretary receives the speaker's card provided that residents of Garland shall be given priority in the order of speakers if it appears to the chairperson that not all speakers will be able to speak within the allotted time. If at the end of the citizens' comment period all speakers who are still present and willing to speak are not offered an opportunity to speak at the meeting, those who have been allowed to speak at that meeting may not speak during the citizens' comment period at the next following meeting at which a citizens' comment period is offered until all other speakers have been allowed to speak. A speaker who was present and willing to speak at a meeting, but who was unable to speak because time ran out will be given priority in the order of speakers at the following citizens' comment opportunity regardless of the order in which the City Secretary receives the speaker's card, again provided that residents of Garland will be given first priority in the order of speakers regardless whether such citizens were present at the previous meeting. In such event, at the subsequent meeting the chair shall provide additional time, not to exceed 30 minutes, to accommodate all of the speakers then present. It is not the intent of the City Council to limit or control the content of any speaker's message, but to hear first from residents of Garland.

(C) In compliance with the Texas Open Meetings Act, the City Council may not question, deliberate or vote on any matter raised in citizens' comments. The City Manager

may request staff to provide information requested by a speaker or investigate a matter raised by the speaker.

Section 10 Rules of decorum

(A) Speakers shall not present the same or substantially the same items or arguments to the City Council repeatedly or be repetitious in presenting their oral comments. A speaker shall not present argument on a matter previously considered by the City Council at the same session.

(B) Persons attending City Council meetings should observe the same rules of propriety, decorum and good conduct as they would show in a courtroom, a place of worship, or at any other serious or solemn occasion during which matters of importance are being considered. Visitors will refrain from engaging in chatter, private conversations, and from making other distracting noises while the City Council is in session. Phones and other electronic devices should be set to off or silent mode. Visitors should not applaud, boo, clap, or otherwise audibly express approval or disapproval of the speech of another person in a loud and raucous manner calculated to disturb the meeting.

(C) Visitors attending City Council meetings may not bring food or drink into the City Council chamber.

(D) No person shall display or cause to be displayed any sign, placard, poster or banner within the City Council chamber in such a manner as to impede the use of the aisles or exits, interfere with the use of the seating area, obstruct the view of another or in any other manner disturb or interfere with the orderly conduct of the meeting. A sign, placard, poster or banner may not exceed more than six square feet in surface area and may not be attached to any stick, pole or other appurtenance that could be used as a club or deadly weapon.

(E) Only one person at a time may stand at the speaker's podium, unless the speaker is a child or requires an interpreter or other special assistance or unless the person is appearing as a group receiving a recognition or award presented by the Mayor or City Council.

(F) No person may approach nearer the City Council than the front of the speaker's podium without leave of the Chair. A speaker may not bring to the podium any bag or other container. Recording equipment (including cameras, microphones, tripods and supporting equipment) may not be used within any seating area or aisle in such a manner as to impede the use of the aisles or exits, interfere with the use of the seating area or obstruct the view of another, but may be set up behind the public seating area or at the sides of the City Council chamber to the front of the public seating area, no nearer to the podium than the edge of the raised portion of the City Council seating area. For safety purposes, standing or sitting in any aisle used for ingress or egress into the City Council chamber is not allowed. The maximum occupancy limitation for the City Council chamber will be enforced by the Chair. Overflow crowds may stand in the public area outside the City Council chamber provided that hallways, exits, and elevator areas must remain

unobstructed.

Section 11 Waiver of rules

As referenced in RONR, certain procedural rules contained in federal law, state law or the City Charter cannot be suspended. As referenced in RONR, certain rules of order can only be suspended by two-thirds vote. Other rules may be waived or suspended by a majority vote of the Councilmembers present (but not less than five votes) when it is deemed that there is good cause to do so, based upon the particular facts and circumstances involved.

Section 12 Non-exclusive rules

The rules set forth are not exclusive and do not limit the inherent power and general legal authority of the City Council, or of its presiding officer, to govern the conduct of City Council meetings as may be considered appropriate from time to time, or in particular circumstances, for purposes of orderly and effective conduct of the affairs of the City.

Section 13 Non-observance of rules

Rules adopted by the City Council are solely to expedite and facilitate the transaction of the business of the City Council in an orderly fashion shall be deemed to be procedural only, and the failure to strictly observe any such rules shall not affect the jurisdiction of, or invalidate any action taken by, the City Council.

* * * * *

ARTICLE II

CITY COUNCIL POLICIES AND COUNCIL DIRECTIVES

Division 1 COUNCIL OPERATING PROCEDURES

Section 1 Placing items on an agenda

(A) Other than matters nominated for discussion during the “Future Agenda Items” segment of the regular agenda (as provided below), the Mayor, individually, or any two or more members of the City Council may request in writing (which includes email) that an item be placed on an agenda for consideration by the City Council as a whole. The request shall be made to the City Manager. If the request is made by a Councilmember, the member shall provide the City Manager the name or names of the member(s) who seconds the request. Unless otherwise specified by the requestor, the City Manager shall cause the item to be placed on the next available agenda of the type designated by the requestor (that is, a work session or regular agenda). The requestor must provide adequate detail of the request to the City Manager to allow proper posting of the matter under the Open Meetings Act and to provide other members of the City Council with sufficient information about the request to prepare to discuss the matter. Unless the matter is of such urgency as to constitute an emergency within the meaning provided by the Texas Open Meetings Act, or if the item requires the calling of a special meeting, the matter must be submitted not later than the close of business one week before the next meeting of the City Council.

(B) Each work session agenda prepared by the City Manager shall include a segment entitled “Future Agenda Items”. During the future agenda items segment, a member of the City Council may offer a matter for future consideration by the City Council. The suggested topic must obtain a second from one or more members of the City Council in order to be placed on a future agenda. If a second is obtained, the Mayor will direct the City Manager to place the matter on a subsequent agenda or, with the concurrence of the City Council, refer the matter to a committee.

(C) Other than routine matters placed on an agenda by staff (such as bid approvals, zoning requests, and the like) and emergency items, no matter that requires official action by the City Council will be considered without first having been discussed at a work session.

Section 2 Political and other endorsements by members of the City Council

A member of the City Council may endorse a candidate or a cause by using the Councilmember’s name and position, such as the term “Mayor, Garland, Texas”, “Councilmember, District __, Garland, Texas” or similar phrasing. A member of the City Council may not, in an endorsement, imply that the City of Garland - as an entity - has endorsed any such candidate or cause unless the City Council has formally voted as a body to provide that endorsement. In that regard, the City Council is generally constrained by

law from endorsing a candidate or cause in an election. A member of the City Council may not use a City or departmental logo or trademark in providing an endorsement of a candidate or cause in an election, nor may the member use City personnel or supplies to do so. A member of the City Council may use a City or departmental logo or trademark in the conduct of City business unrelated to an election.

Section 3 Council committees and outside boards

(A) Purpose

Due to the complexity and diversity of City government issues, a closer view of some issues is required by the City Council. The City Council also appoints from among its members, representatives to outside boards, councils and groups ("outside boards"), such as the Dallas Regional Mobility Council and the North Central Texas Council of Governments (and its sub-councils, such as the Regional Transportation Council). In order to provide a mechanism for continuous evaluation and discussion of these various issues beyond the limited time available at regularly scheduled work sessions and to properly manage its representation on outside boards, the City Council adopts this policy regarding the set up and use of Council committees and for appointments to outside boards.

(B) Assignment to committees

Agenda items may be assigned to a committee by the Mayor, with the consent of the City Council, or by the City Council.

(C) Standing committees

The City Council shall have the following standing committees, aligned with the management responsibilities assigned to City staff by the City Manager:

- ☐ Administrative Services Committee
- ☐ Audit Committee
- ☐ Community Services Committee
- ☐ Development Services Committee
- ☐ Public Safety Committee
- ☐ Transportation/Infrastructure/Mobility Committee

Each committee, after receiving an assignment from the Council, will consider policy decisions and actions; study issues; evaluate options; and develop recommendations. The committees shall serve in an advisory capacity only, and no committee shall have any authority to make final decisions regarding the merits or resolution of any matter assigned to or considered by it.

(D) Standing committee responsibilities

The standing committees identified below shall have the following general responsibilities:

Administrative Services Committee

Items that may typically be directed to the Administrative Services Committee include, but are not limited to:

- ☐ Additions/revisions to Council policies.
- ☐ Review of local, state and national legislative changes.
- ☐ Updates on internal procedural modifications.
- ☐ Specific budget items.

Audit Committee

The Audit Committee shall assist the City Council in fulfilling the Council's oversight responsibilities for the Internal Audit Department, reporting practices, internal control, and compliance with laws, regulations and ethics within the limits described in the City Charter. The Internal Audit Department shall have access to all information necessary to perform its functions under the City Charter (to the extent permitted by law), and shall operate independently of management and free of organizational impairments.

The Audit Committee will consist of seven members, three of whom shall be members of the City Council appointed by the Mayor, and three of whom shall be appointed by the City Manager. The Internal Auditor shall serve as a member and provide staff support to the committee. Only Councilmembers may vote.

The Audit Committee shall meet at least quarterly, or more frequently as needed, and shall:

- ☐ Review and approve the Internal Audit Charter
- ☐ Approve the Internal Audit Department Annual Plan
- ☐ Receive and consider special written requests for audits from Councilmembers and the City Manager
- ☐ Adjust the Annual Audit Plan as necessary to accommodate changes in the operating environment.
- ☐ Review the results and performance of the Internal Audit Department on a quarterly and annual basis
- ☐ Review proposed Internal Audit budget in light of available resources
- ☐ Review summary of findings and recommendations of audit reports
- ☐ Review the annual external audit results and findings

Community Services Committee

Items that may typically be directed to the Community Services Committee include, but are not limited to:

- ☐ Creating new or modifying existing codes and ordinances related to parks and recreation, public health and code compliance
- ☐ Reviewing grant program applications
- ☐ Considering incentive programs for neighborhood revitalization

Development Services Committee

Items that may typically be directed to the Development Services Committee include, but are not limited to:

- ☐ Creation of new, or modification to existing codes and ordinances related to zoning, platting and building, engineering and transportation standards and requirements

Public Safety Committee

Items that may typically be directed to the Public Safety Committee include, but are not limited to:

- ☐ Additions and revisions to Council policies as they relate to public safety
- ☐ Review of local, county, state and national legislative changes as they relate to or may affect public safety
- ☐ Updates on policy modifications relating to public safety

Transportation/Infrastructure/Mobility Committee

Items that may typically be directed to the Transportation [Infrastructure/Mobility] Committee include, but are not limited to:

- ☐ Reviewing regular reports and updates regarding current street, mobility, or other transportation projects and future areas of focus
- ☐ Reviewing current policies and programs regarding infrastructure replacement means, methods, funding, or cost-sharing.
- ☐ Discussing research and policy considerations concerning transportation mobility
- ☐ Working with staff to explore new ideas to improve infrastructure and mobility initiatives

(E) Ad hoc committees

Ad hoc committees may be created by the Mayor, with the consent of the City Council, or by the City Council, and its members appointed by the Mayor for a specific purpose, project or issue. The committee shall continue until the project is completed, at which time it will be dissolved, unless earlier dissolved by the Mayor, with the consent of the City Council. To the extent not inconsistent with the nature of ad hoc committees, ad hoc committees shall comply with the rules applicable to standing committees.

(F) Committee recommendation and Council consideration

Each committee shall prepare reports and make recommendations to the City Council at a work session regarding every matter assigned to or considered by the committee.

(G) Composition of committees

Each committee shall be composed of three members of the City Council. The Mayor shall serve as an ex officio member on each committee with the right to discuss any matter that is under consideration, but the Mayor shall have no vote nor serve as chair at the committee level. Any member of the City Council may attend any committee meeting, but only appointed members may participate in deliberations and voting. Testimony from someone not on the committee is permitted at the pleasure of the Chair.

(H) Appointments and vacancies

Within ten business days after the swearing-in of all Councilmembers after a City Council election, a Council Committee Interest Form (see sample attached) shall be completed by each member of the City Council and returned to the Mayor. Within ten business days following the submission of the Council Committee Interest Form, the Mayor shall make his or her nominations to the Council's committees and outside boards and deliver those nominations to the City Manager for distribution to the City Council, which shall be done by posting them as an agenda item in advance of the meeting at which the City Council will vote upon such nominations thereby providing the City Council at least 72 hours advance notice of the Mayor's proposed committee assignments. The City Council may accept or disapprove the Mayor's nominations. The Mayor will make nominations and make new nominations as needed to fill vacancies, in a manner that will assure continuity on the Council's committees and outside boards.

(I) Term of office

The term of office of any member of a standing committee or outside board begins upon confirmation by the City Council. The term continues until the member has resigned from the committee or outside board and a replacement is confirmed, the City Council has voted to remove the member from the committee or outside board, or until the committee member no longer holds a position on the City Council.

(J) Chair

The Chair of each committee shall be selected by the Mayor.

(K) Convening meetings

The committee Chair shall have the responsibility for convening the committee as necessary.

(L) Minutes of meetings

Committees shall keep minutes of their meetings. The minutes shall provide a summary of all business discussed or considered, action taken, the outcome of any votes, and those persons present at committee meetings. When completed, the minutes shall be signed by the Chair and filed with the City Secretary and promptly posted on the City's website.

(M) Agenda postings

Notice of all committee meetings shall be posted in accordance with the Texas Open Meetings Act. Such notices shall be posted in a manner that contemplates the attendance of a quorum of the City Council.

A "notice of potential quorum" or other appropriate posting that complies with the requirements of the Texas Open Meetings Act shall, at the request of any councilmember, be posted for meetings and events sponsored by entities other than the City in a manner that allows for the lawful attendance and participation of a quorum of the City Council.

(N) Recommendation regarding the continuation of committees

The Mayor shall annually review the activity of existing committees to identify inactive committees and provide a report to the Council recommending which committees should be continued and which dissolved.

Section 4 Appointments by the City Council to outside organizations of which the City is a member

(A) Under State law or by reason of contract or other arrangement, the City is represented in the affairs of certain organizations that exist independently of the City. The City appoints, or approves the appointment of, representatives to those organizations who serve as voting members of the governing bodies of those organizations. Those persons are charged with representing the interests of the City. Currently, those organizations consist of the (1) Texas Municipal Power Agency; (2) North Texas Municipal Water District; (3) Dallas Area Rapid Transit Authority; (4) Garland Housing Finance Corporation; (5) Garland Economic Development Authority; (6) Garland Health Facilities Development

Corporation; (7) Civil Service Commission; and (8) Dallas Central Appraisal District. If an organization is created subsequent to the adoption of this policy to which the City is entitled to appoint a representative to the governing body of the organization, this policy shall apply until specifically amended to apply to the organization.

(B) It is the intent of the City Council that the term of service is “at will” such that the representative may be removed without cause. If, by law, an appointment is for a definite period and an appointed representative may not be removed at will, controlling law shall prevail.

(C) In order to provide for timely appointments to the organizations, the City Council shall be advised at least sixty days in advance of the expiration of a representative’s term of office. At the time of such advice to the City Council, the City Manager shall cause a notice to be placed on the City’s website, in the Garland City Press and through other available community-related electronic communication tools such as Neighborhood Chatter and Nextdoor for a minimum of twenty-one days in order to provide citizens the opportunity to apply for the position. Such notice shall include information for the public that explains the purpose and function of the organization and the role of the appointee. At the close of the 21-day period, applications for the position, or recommended appointees to be approved by the City Council, will be presented to the City Council to allow the City Council to interview candidates for the position. At the close of the interview process, if one is held, the City Council shall make its appointment, or approval, by minute action or resolution, as prescribed by law.

(D) Persons appointed by the City Council shall provide periodic, but not less than annual, updates to the City Council regarding the activities of the organization to which they have been appointed.

Section 5 State and Federal legislation and rule-making proceedings

(A) The City Attorney, with the assistance of the City Manager, shall apprise the City Council of pending matters of legislation or rule-making that may affect the interests of the City. The Mayor or any two members of the City Council may request that a legislative or rule-making initiative be presented to the City Council for a formal determination by the City Council of endorsement or opposition. The City Attorney may, in the exercise of his professional discretion, determine to take action on or intervene in support of or opposition to a legislative or rule-making matter subject always, however, to the prerogatives of the City Council as the policy-making body of the City.

(B) This policy is not intended to prohibit or restrict a member of the City Council acting as a private citizen, and not on behalf of the City, from participating in legislative or rule-making matters provided the Councilmember does not in any way imply that the position of the Councilmember is the official position of the City unless the City Council has so decided. A member of the City Council may accurately represent himself or herself as an elected official and as a member of the City Council, but may not use City resources, staff,

letterhead, official email, or any City-approved logo in doing so.

Section 6 Council budget for travel, business expenses, and equipment

(A) In the budget presented to the City Council for its consideration each year, the City Manager shall suggest an amount to be budgeted for the anticipated expenses of the City Council consistent with the provisions of this policy. The City Council shall consider the suggested funding and approve the amount, decrease the amount, or increase the amount as it considers necessary and proper. The funding should be sufficient to provide for City Council travel and other business expenses and City-provided equipment consistent with this policy and Article III, Section 3 of the City Charter, which provides for the reimbursement of necessary expenses incurred in the performance of a councilmember's official duties when approved by the City Council.

(B) The City Council shall provide adequate funds for travel and related expenses so that the Mayor and each member of the City Council has the opportunity to attend at least the following City-related activities:

- ☐ Annual meeting of the Texas Municipal League and affiliates;
- ☐ Texas Municipal League newly-elected officials orientation (for newly-elected members of the City Council);
- ☐ National League of Cities and affiliates annual meeting - Washington, D.C.;
- ☐ National League of Cities annual Congress of Cities (various locations);
- ☐ Attendance at committee or association functions related to the Texas Municipal League or the National League of Cities; and
- ☐ Attendance by the Mayor at meetings of the U.S. Conference of Mayors.

(C) The City Council shall provide adequate funds for travel and related expenses to enable the Mayor or other members of the City Council to attend meetings, events, and functions relating to and advancing the City's interests in addition to those described in subsection (B) if such expenses are approved by the City Council in accordance with subsection (D).

(D) The expenses budgeted and authorized under subsection (C) must be approved by the City Council in advance unless the attendance of the Mayor or another member of the City Council is of such an urgent, unforeseen, and important nature that advance approval of expenses by the City Council cannot reasonably be obtained in a timely manner. Examples of urgent and unforeseen circumstances include attendance at legislative proceedings (federal/state/local), expenses made necessary by natural disasters, appearances at official business as compelled by law, and the like. Such unforeseen expenses may be approved by the Mayor (or by the Mayor Pro Tem in the event the Mayor will incur or has incurred such expenses). The City Council retains the authority to approve any travel that has been disapproved by the Mayor (or Mayor Pro Tem, as the case may be).

(E) A Councilmember shall provide a brief report on any meeting attended at the expense of the City at the next regular meeting of the Council. If multiple Councilmembers attended the same event, a joint report may be made. The City Manager will provide the City Council with an annual written briefing on Council travel and related expenses.

(F) The following general rules apply to travel (in town and out-of-town) and other City-related expenses incurred by the Mayor and the City Council:

- *Registration and necessary membership fees for the organizations described in subsection (B).* Membership and registration should be completed through the office of the City Manager in advance, when possible.
- *Transportation for City-related business.* Councilmembers may select the appropriate mode of transportation. Payment or reimbursement of transportation expenses, however, will be based upon the most economical mode of transportation that is reasonable under the circumstances.
 - If a Councilmember drives a personal vehicle on City business, reimbursement will be made at the lower of either the current mileage reimbursement rate published by the United States Internal Revenue Service or the most economical airline rate to and from the destination. A mileage accounting shall be filed using the City's standard personal mileage trip sheet form and shall have attached thereto a calculation of mileage as determined by an on-line trip mileage calculator.
 - Airline reservations should be made well in advance of the trip in order to take advantage of any discounted fares.
 - Rental vehicles are authorized for out of town trips where the Councilmember does not have use of a personal vehicle, but only when the amount of travel while at the destination will make a rental vehicle more economical than a shared ride, complimentary shuttle or taxi service. If a rental vehicle is used, all supplemental car rental insurance and damage waivers should be declined. Car rental reservations must be made through the office of the City Manager.
- *Meals for City-related travel.* The City will pay a per diem for meals based on the current published U.S. General Services Administration (GSA) allowance. GSA allowance rates are available on-line at www.gsa.gov and will be based on the location at which the meal purchase is made. If the location is not listed in the GSA tables, the standard rate will be used. For less than complete days spent on authorized travel, the GSA allowance will be prorated as follows: Breakfast - 20% of GSA allowance; Lunch - 30% of GSA allowance; Dinner - 50% of GSA allowance. The GSA allowance will also be reduced pro-rata for any meal for which

the City will otherwise pay or the expense for which is otherwise avoided. Examples include, without limitation, a luncheon provided to attendees at a conference, a dinner provided as part of a social event related to the City business, or breakfast provided as part of the airfare to or from an event.

- *Out-of-town lodging accommodations.* The City will pay for lodging accommodations through the duration of the meeting, seminar or City-related business travel event. If accompanied by a family member or others, the Councilmember will pay any difference between the single and double- or multiple-occupancy rates, if any, for the accommodation.
- *Miscellaneous travel-related expenses allowed.* Reasonable baggage handling, parking (including valet parking fees if reasonable and necessary) tolls, service and similar gratuities and expenses are allowed while on authorized travel. Receipts are not required but the amount must be reflected on the expense report.
- *City-related equipment, office products, and supplies.* The City will provide each member of the City Council with:
 - A laptop computer or tablet with Wi-Fi or other remote access capabilities;
 - Business cards
 - A cell phone or a cell phone stipend, payable monthly
 - Official City-branded shirts and nametags

Ordering and delivery of equipment, especially computer or City-network connected equipment, must be coordinated with the Office of the City Manager in order to insure consistency of equipment capabilities and cost control. Equipment problems shall be referred to the Office of the City Manager. Each member of the City Council is responsible for promptly returning all City-provided equipment, access/ID cards, and keys (if any) to City facilities upon completion of the member's term of office. A Councilmember may, on completion of the member's term of office, purchase the laptop computer or tablet provided to that member for not less than fair market value if the device is considered obsolete and will be replaced by an upgraded device. Fair market value for the device will be determined by the City's IT department.

(G) The following expenses are categorically disallowed and will not be paid or reimbursed by the City and may not be charged to City-issued credit or debit cards or otherwise:

- Trip or travel insurance
- The personal portion of any trip, including without limitation the expenses attributable to family or companions

- ☐ Premium or first-class lodging, transportation or meals
- ☐ Alcoholic beverages
- ☐ In-room movies, games or other entertainment
- ☐ In-room meal service fees (the meal is reimbursable if otherwise allowed under this policy)
- ☐ Valet service (with the exception of required valet parking)
- ☐ Laundry service or garment rental (with the exception of laundry service for out-of-town stays of more than seven days)
- ☐ Gratuities in excess of 20%
- ☐ Entertainment costs, including theater, movie, or sporting event tickets, recreational expenses (such as greens or cart rental fees for golf) or the like
- ☐ Political contributions or attendance at political or charitable events
- ☐ Non-mileage personal driving expenses such as repairs, traffic citations, and insurance
- ☐ Personal losses incurred while on City-related business
- ☐ Cash advances on a City-issued "P-Card"

(H) While the City Charter provides that the Mayor and the members of the City Council are entitled to be reimbursed for certain expenses, it is the policy of the City that neither the Mayor nor any Councilmember will be issued or may hold a City P-Card or other means of unilaterally charging expenses to the City. If the Mayor or a member of the City Council is owed more than \$100.00 in reimbursement, the office of the City Manager shall process an accounts payable request through the City's accounts payable system. If less than \$100.00 is owed, reimbursement may be made from an appropriate petty cash fund. If the Councilmember owes the City money, the Councilmember must reimburse the City within twenty business days after completing travel or incurring the expense. A check payable to the City shall be attached to the original, signed expense report. The City Council is responsible for enforcing this policy.

(I) The Mayor and members of the City Council may be asked, or may desire, to join outside organizations to promote the interests of the City or to sponsor such events or organizations. In such cases, unless membership in the organization has already been approved by policy (see, for example, section relating to membership in the Texas Municipal League and its affiliates), the City Council shall be provided with a brief description of the organization, what it does, what benefits to the City the sponsorship or membership in the organization will promote, frequency of meetings, and an estimate of annual costs of membership (including dues, conference fees, and travel costs). The City Council may approve a sponsorship or a membership in the organization by consensus and, if so approved, shall budget funds for associated costs. The City Council shall annually review sponsorships or City Council memberships in outside organizations during the operating budget approval process. Some organizations may not reflect the values or ideals of the City Council as a whole. Thus, the Mayor or a member of the City Council may not commit to sponsorship, membership or participation in, or attendance at, meetings of organizations not listed in this section without the approval of the City Council except in

the Councilmember's individual capacity and at the Councilmember's sole expense.

(J) The City Manager is authorized to provide a cash allocation to senior-level employees who have been assigned to accompany members of the City Council on authorized out-of-town trips to off-set incidental, out-of-pocket expenses incurred in support of official City Council functions. Any unused portion of the cash allocation shall be promptly returned to the City upon completion of the function.

Section 7 Council requests for information or services

(A) By Charter, the people of Garland have chosen a council-manager form of government. In keeping with that form of government, the City Charter specifically provides:

Neither the City Council nor any of its members shall direct or request the appointment of any person to or his removal from office by the City Manager or by any of his subordinates. However, the Council may consult and advise with the City Manager, make inquiry regarding the appointments or removals, and may express their opinion in regard thereto. In regard to administrative and executive duties under the City Manager, the Council and its members shall deal solely through the City Manager and neither the Council nor any member thereof shall give orders to any subordinates of the City Manager, either publicly or privately. Willful violation of the foregoing provisions of this Charter by any member of the Council shall constitute official misconduct and shall authorize the Council, by a vote of a majority of its membership, to expel such offending member from the Council, if found guilty after public hearing, and thereby create a vacancy in the place held by such member.

(B) The City receives thousands of service requests, information requests, and complaints each month. Some of those requests and complaints are received through members of the City Council and some may be initiated by a member of the City Council. For requests and complaints received or initiated by a member of the City Council, this policy is intended to provide for an expeditious and thorough means of resolving such requests and complaints by providing access to the appropriate level of City management without violating the prohibition on interference contained in the City Charter.

(C) Requests and complaints received through or initiated by members of the City Council generally fall into three categories. Requests and complaints may be made either verbally or in writing, including email. The following guidelines will apply when processing requests or complaints:

SERVICE REQUESTS	
TYPE:	REFER TO:
First time request for routine service when a response to the Councilmember is not desired. A department representative will contact the requestor if necessary.	Department service line Responsible department head or managing director Assistant City Manager or Deputy City Manager City Manager
Second or third time for routine service request when a response to the Councilmember is not desired. The department head or a representative will contact the requestor.	Responsible department head or managing director Assistant City Manager or Deputy City Manager City Manager
Routine service request involving more than one department when a response to the Councilmember is not desired.	Responsible department heads or managing directors Assistant City Manager or Deputy City Manager City Manager
Routine service request when the Councilmember desires a response.	Responsible managing director Assistant City Manager or Deputy City Manager City Manager
Service request that is not routine or that involves a major resource allocation. A response shall be provided to the Councilmember.	Assistant City Manager or Deputy City Manager City Manager

INFORMATION REQUESTS	
Information that is readily available (on file or that can be provided verbally).	Responsible department head Assistant City Manager or Deputy City Manager City Manager
Information that is available but that requires compilation or interpretation.	Assistant City Manager or Deputy City Manager City Manager
Information that involves more than one department and that requires compilation or interpretation.	Assistant City Manager or Deputy City Manager City Manager

COMPLAINTS	
Routine service complaints regarding quality or quantity of service when no response to the Councilmember is desired.	Responsible department head or managing director Assistant City Manager or Deputy City Manager City Manager
Service complaints regarding quality or quantity of service when a response to the Councilmember is requested.	Assistant City Manager or Deputy City Manager City Manager
Complaints regarding the conduct or performance of a City employee.	City Manager
Complaints involving a City policy, procedure, or ordinance.	Assistant City Manager or Deputy City Manager City Manager City Council

(D) Information regarding the submission or resolution of a service request, information request or complaint is generally public and may be shared with other members of the City Council. A member of the City Council has no expectation of secrecy regarding the submission or resolution of a service request, information request or complaint. Information received from or given to a member of the City Council is information that may be given to all members of the City Council.

Section 8 Who shall act as Mayor

The City Charter provides, “In case of the absence or disability of both the Mayor and the Mayor Pro Tempore, the remaining members of the Council shall elect one of the members to act as Mayor.” Because there may not be time to assemble a quorum to elect a person as mayor under such circumstances, and in order to increase the efficiency of government, the City Council may choose to elect a deputy mayor pro tempore to act as mayor when the Mayor and the Mayor Pro Tem are absent or disabled. If the City Council chooses to have a deputy mayor pro tempore, the election for the position shall be held at the first regular meeting of the City Council that follows the annual goal-setting retreat. The City Manager shall place an item on an agenda for consideration by the City Council each year.

Section 9 Communications on behalf of the City by members of boards and commissions

(A) Boards and commissions, whether established by reason of State law, the Charter, by ordinance or on an ad hoc basis, are an integral part of the municipal government process. The citizens who serve on City boards and commissions provide an important service to the citizens of Garland. Boards and commissions, and the members of those boards and commissions, do not, however, speak for the City on larger issues of City governance. The City Council is responsible for all aspects of the City’s governance and it is the legislative and policy-making body for the City.

(B) If a board or commission desires to communicate to others a position on any matter of public concern, the board or commission shall first seek approval from the City Council before engaging in such communication. The City Council will speak for the City. The City Council will determine whether and what will be the official position of the City on the issue presented by the board or commission.

Section 10 Meals for boards and commissions

The City Council shall budget for, and the City Manager shall cause to be provided, suitable meals for all meetings of the City’s boards and commissions.

Section 11 Appointments to boards and commissions; minimum meeting schedules; terms of appointment; annual election of officers; sub-committees; agendas; public comment

(A) Generally, appointments to boards and commissions shall be made by the City Council annually during the month of August. The general term of office for a council appointee begins on September 1 and expires on August 31 in the year in which the term of office of the member of the City Council who made the appointment expires. If a vacancy occurs before a term is completed, the Councilmember representing the district in which the vacancy occurs shall be responsible for nominating a replacement. *See also, Section 2 of Division 4 of this Article for the procedure regarding the recruitment and appointment of members of boards and commissions.*

(B) Unless otherwise provided by the ordinance that creates the board or commission or by controlling State law, all boards and commissions shall meet at least twice per calendar year, with a quorum of members present.

(C) Notwithstanding subsection (A) and unless otherwise provided by the ordinance that creates the board or commission or by controlling State law, the term of office of a member of a board or commission ends upon the resignation, disqualification, recall or other removal of the appointing Councilmember. A person appointed to fill a vacancy in such circumstances shall be appointed only for the unexpired term of office of the vacancy created. Provided, however, that a member of a board or commission whose term of appointment has ended may, if otherwise eligible to hold the position and subject to the provisions of Sec. 10.28 of the Code of Ordinances (providing for the automatic termination of appointment when a member files for elective office) holdover in the position until a successor is appointed by the City Council. A term of appointment ends immediately if the member of the board or commission is removed or replaced by the City Council which, as provided by Article IV, Sec. 2 of the City Charter, may be done without cause or notice.

(D) All boards and commissions, the members of which are solely appointed by the City Council, shall elect officers at the first meeting held by the board or commission on or after October 1 in each calendar year.

(E) A board or commission may, subject to the approval of the chair, create subcommittees that may include members of the public provided the subcommittee is chaired by an appointed member of the parent board. Members of such subcommittees who are not also members of the parent board shall serve *ex officio*, may not participate in official voting, and are not counted towards a quorum. To the extent practicable, subcommittees shall endeavor to abide by the policies applicable to the parent board, including the location of the meeting, the recording of proceedings, the keeping of minutes, and the like.

(F) With the exception of any board or commission that serves in a quasi-judicial capacity or other than purely as an advisory body, an item may be placed on the agenda of a board

or commission by: (1) City staff; (2) the Mayor or any two or more members of the City Council; and (3) any two or more members of the board or commission. No item may be considered by the board or commission that is not directly germane to its expressed functions and duties as provided by law. An agenda will provide a section for pending matters and a section for future agenda items to be announced, without debate, for consideration by the board or commission. Pending items will be posted to each agenda of the board or commission until action is taken on the item or the item is withdrawn by the submitter. The person designated by the City Manager as the staff liaison to the board or commission will assemble the agenda with input from staff, the members of the board or commission, and the chair, and is responsible for timely posting agendas in accordance with the Texas Open Meetings Act.

(G) With the exception of any board or commission that serves in a quasi-judicial capacity or other than purely as an advisory body, every board and commission shall allow members of the public at least three minutes to speak on matters relating to the functions and duties of the board or commission or matters on a posted agenda. The board or commission shall, to the extent practicable, abide by the provisions of these policies and the practices of the City Council with respect to public speakers.

Section 12 Boards and commissions to meet at City Hall

All regularly scheduled meetings of boards and commissions and of Council committees shall be held at City Hall except (1) when City Hall is unavailable for reasons such as multiple meetings and scheduling conflicts between meetings, inadequate space, construction and repair activities or similar circumstances which make the use of City Hall impracticable (in which event a suitable location as near as practicable to City Hall shall be used instead, and the meeting facility should be a municipal building); (2) for meetings of groups comprised primarily of minors; or (3) for non-traditional meetings such as retreats, tours, and social gatherings. Generally, all such meetings except for meetings of groups comprised primarily of minors should be held in the Work Session Room of City Hall and shall be recorded at least by audio means. The chair of the board, commission, or committee shall coordinate with the staff liaison for that board, commission or committee and with the City Secretary for the scheduling of rooms and the availability of recording equipment.

Section 13 Annual performance and compensation review of council appointees

(A) The City Council appoints the City Manager, the City Attorney, the City Secretary, the Internal Auditor, and the judges of the Municipal Court. Except for the chief presiding judge and the associate judge of the Municipal Court (whose terms of office are prescribed by State law) and the City Secretary, council appointees are employed under contract, the term of which shall not exceed one year. The performance of and compensation afforded to council appointees other than the City Secretary shall be reviewed and evaluated by the City Council annually. Notwithstanding any other reference to “appointee” in this section, the determination of the performance, evaluation, compensation, and other terms of

employment for the City Secretary have been assigned by the City Council to the City Manager and are not covered by this section.

(B) The City Manager shall cause the Managing Director of Human Resources to provide the City Council with:

(1) The current compensation paid and salary ranges applicable to officials with similar duties and comparable responsibilities employed by comparable municipalities in Texas; and

(2) Information regarding applicable municipal populations, departmental or functional staff support personnel, years of experience of each official in that official's present position, and benefits or perquisites provided.

(C) A copy of the information gathered by the Managing Director of Human Resources shall be forwarded to the respective appointee. The appointee may submit to the City Council comments regarding the information considered relevant for review.

(D) The City Council shall, in executive session:

(1) Meet to review the applicable performance-related goals and objectives, if any, established for each individual appointee for the preceding review period and define those goals and objectives to be considered for the next review period;

(2) Meet with each appointee individually to discuss the appointee's performance and achievements;

(3) Discuss and evaluate the appointee's performance during the preceding review period and, if applicable, the goals and objectives to be established for the next review period; and

(4) Determine the compensation, benefits, and perquisites to be afforded to the appointee.

(E) The Mayor shall notify each appointee of the compensation and benefits determinations made by the City Council and discuss with the appointee any additional comments or suggestions made by the City Council regarding such appointee. Follow-up sessions to clarify the evaluation or review progress with the City Council may be scheduled if necessary. The City Attorney shall be directed to prepare an appropriate employment agreement for each appointee who is employed under contract and that is reflective of the directions given by the City Council for that appointee. The employment agreements shall be placed on an agenda for formal approval by the City Council. Municipal judges are appointed for two year terms without contract, but compensation may be adjusted annually by the City Council. Note: Part-time associate judges are hired under informal contract by the presiding chief judge of the Municipal Court and are compensated

in accordance with funds allocated for such purposes in the annual budget as approved by the City Council.

(F) After final approval by the City Council, the City Manager shall inform the Managing Director of Human Resources of the compensation adjustments that need to be implemented, as applicable, and shall cause the Managing Director of Human Resources to promptly prepare and process all the documentation necessary to implement the compensation determinations of the City Council as directed.

Sec. 14 Duty to maintain the integrity of sensitive or confidential information

The members of the City Council are entitled to be appropriately and timely informed of matters that may affect their ability to duly represent the interests of their constituents. However, while emergencies, police and fire activities, and similar events (“Emergency Events”) may generate significant public interest, they may not be appropriate for communications by individual members of the City Council or they may be of such a nature that City personnel cannot be expected to divert attention to providing information to members of the City Council in particular, as opposed to providing general public information. When information is provided by City personnel to the City Council in such circumstances, the information may be particularly sensitive or even confidential and its release to the public could compromise public safety, result in the release of information eventually determined to be inaccurate or may constitute confidential information that may not be released in any event due.

It is the policy of the City Council that a member of the City Council is limited to disseminating only such information regarding Emergency Events as has been officially cleared for public dissemination. No member of the City Council may insist upon a particularized briefing of developing or on-going Emergency Events to the extent that any City personnel may be distracted from fully attending to the Emergency Event. Until information has been officially released to the public, the members of the City Council shall maintain the confidentiality of all information obtained through City sources.

Division 2 LAND USE, ZONING, AND DEVELOPMENT PROCEDURES

Section 1 Appeals from recommendations of the Plan Commission

(A) Certain matters decided by the Plan Commission are subject to the right of appeal to the City Council. If an appealable decision is rendered by the Plan Commission, the Department of Planning shall notify the affected applicant of the decision in writing or by electronic communication. The notification shall advise the applicant that the applicant may file an appeal from the decision within the time provided in this policy.

(B) Subject to the provisions of the Garland Development Code, an applicant who is aggrieved by a decision of the Plan Commission may appeal to the City Council, if an appeal to the City Council is provided by the applicable ordinance, by filing a written notice

of appeal. Unless a different procedure is specified in the Garland Development Code, the notice of appeal shall be filed not later than the time provided in the applicable ordinance for the filing of an appeal or, if no such time is provided by ordinance or other law, not later than fifteen days after the date of the Plan Commission decision being appealed. Upon receipt of a timely notice of appeal, the Director of Planning shall set the matter for hearing with the City Council on the earliest available agenda setting.

Section 2 Procedures and deadline for the filing of objections to zoning changes (the “20% rule”)

(A) Section 211.006, TEX. LOCAL GOV’T CODE provides that a proposed zoning change must receive the affirmative vote of not less than three-fourths of the members of the City Council if the change is protested by 20% or more of the owners of the area of the lots or land covered by the proposed change or the area of the lots or land immediately adjoining the area covered by the proposed change and extending 200 feet from that area. That provision is generally referred to as the “20% rule”.

(B) For purposes of clarity: (1) the area to be included in a calculation as to the applicability of the 20% rule is the 200 feet provided by State law, not the extended 400 foot notification area provided by the Garland Development Code; and (2) the three-fourths votes required means 7 affirmative votes, not merely three-fourths of the membership present and voting. For the latter reason, if less than all members of the City Council are present at a meeting on a zoning change in which the application of the 20% rule may be invoked, the City Council may postpone without further debate the hearing on the change.

(C) A protest must be made in writing and timely received by the City in order to be included in the calculation whether the 20% rule has been invoked. A written protest must be filed by each protesting owner – inclusion of an owner’s name on a petition or other collective protest not actually signed by the owner or an authorized representative of the owner will not be counted in the calculation.

(D) A protest will not be considered timely unless it has been submitted in writing prior to the close of public comments on the proposed change. A protest may be submitted by email or other electronic communication form recognized by the City for the receipt of official correspondence, but a protest so submitted must be received no later than noon on the day of the first public hearing at which the zoning change will be considered.

(E) If a zoning change is approved by a majority of the City Council but nonetheless disapproved by operation of the 20% rule and a motion to reconsider has been granted, a new protest must be filed by the affected owner in order to invoke the 20% rule for the zoning change being reheard. If the zoning change is disapproved by a majority of the City Council regardless of the application of the 20% rule and a motion for reconsideration is granted, a written protest timely filed in the initial zoning change case will be carried over and applicable to the case on rehearing.

Section 3 Reconsideration of zoning change denials

(A) The applicant for a change in zoning may request the reconsideration of a denial of a change in zoning. A motion for reconsideration must be filed with the Director of Planning, in writing. The motion must be filed before the close of business not more than five business days following the meeting at which the zoning change request was denied.

(B) The motion for reconsideration must demonstrate that new considerations not known or discoverable at the time of the original hearing constitute good cause for reconsidering the request. The following circumstances generally do not justify the granting of a motion to reconsider:

 (1) Failure of the applicant to appear at the hearing of the City Council at which the request was denied;

 (2) Failure of the applicant to be adequately prepared for presentation of the request to the City Council; or

 (3) Absence of one or more members of the City Council from the meeting at which the request was considered or denied.

Additionally, modifications of a request to address matters identified in the planning report for the zoning change request as reasons for a recommendation of denial are a disfavored basis of reconsideration. Nonetheless, the City Council retains the authority to review each motion for reconsideration on its merits in order to determine if a reconsideration of a request is in the best interest of the public.

(C) A request for reconsideration will be heard by the City Council at the next meeting immediately following the denial of the zoning change request. A motion to grant reconsideration may only be made by a member of the City Council who voted in favor of denial of the request. A motion to grant reconsideration may be seconded by any member of the City Council. A vote of not less than three-fourths of the members of the City Council then present and voting (but not less than five), is required to grant a request for reconsideration. If a request for reconsideration is granted, the case shall be re-advertised and placed on the next appropriate agenda of the City Council. A motion to deny a request for reconsideration may include a motion to waive the one year rule provided in the Garland Development Code that prohibits the consideration of a zoning change request within one year of the denial of a request for a change in zoning for the affected tract of land. A denial of a change in zoning may also be made “without prejudice” to re-filing for the same purpose.

Section 4 Citizen-initiated street name changes

(A) Street name changes may be initiated either by the City or by citizen request. A street name change request initiated by citizen request will be considered only if 80% or

more of the owners of property that will be directly affected by the street name change favor the request. A street name change request may be approved if the City Council determines that the change is in the public interest and that the name will not cause confusion, continuity or way-finding problems or otherwise adversely affect the public interest.

(B) A request to change a street name must be in writing. The application for a street name change must indicate the proposed name change, the limits (by block number) of the name change, and the reasons for the change in name. A fee of \$500 shall be submitted with the written application for change in name to cover the cost of reviewing the proposal. If an initial determination is made that the change in name will cause confusion, continuity or way-finding problems or otherwise adversely affects the public interest, the applicant(s) shall be notified by the City and the initial application fee shall be refunded. If the proposed name is not acceptable, the applicant(s) shall be given an opportunity to propose another name before the application is disapproved. If the proposed name change is recommended for consideration to the City Council, the applicant(s) shall pay an additional fee based upon the actual costs of research of and notification to addresses that will be directly affected by the proposed name change. If the proposed name change is recommended for consideration to the City Council, the applicant(s) must obtain the written approval (an adequately descriptive petition is acceptable) of at least 80% of the affected property owners.

(C) Upon confirming that written approval has been obtained from the requisite number of affected property owners and payment of estimated sign replacement costs by the applicant(s), a public hearing shall be held by the City Council to consider the proposed name change. A name change may be made only by ordinance. If the name change is disapproved, the estimated sign replacement costs shall be refunded to the applicant(s).

Section 5 Private streets

(A) Private streets are an allowed option under the Garland Development Code. The private street option may be chosen in order to provide a means of limiting access into a development (for example, in private, gated communities), in order to maximize the amount of non-public area within a development, or for other development reasons. The City has no responsibility for any expenses related to the construction, maintenance or repair of a private street.

(B) In recognition of the possibility that a street constructed as a private street may eventually be, and occasionally are, after a period of time, turned over for public use as a public street and to ensure that private streets are built to the same standards and quality of public streets, the following standards apply:

(1) A private street is not allowed within a development without the prior approval of the City Council either through zoning approval or by separate development agreement.

(2) A private street must be designed, constructed, and maintained in accordance with the standards for public streets of the type and capacity most like the proposed private street, including width, turning radii, pedestrian ways and sidewalks, street lighting, and utility facilities.

(3) Private streets are allowed only in residential developments. Streets within a commercial or industrial development must be public. If, however, access to the proposed street will be restricted (such as by gates or security personnel) the streets must be private. Limited access public streets are not allowed.

(4) The City is not responsible for the construction or maintenance of any aspect of a private street, including repairs or other maintenance. Accordingly, some perpetual funding source (such as an assessment-levying capable homeowners' association) for repairs must be provided for all maintenance of a private street.

(5) Only the City Council has authority to accept the public dedication of a street formerly constructed or used as a private street, and the City Council will only do so under the following conditions:

(a) The street meets all City requirements as to design and construction standards - upgrades to meet current City standards must be completed prior to the acceptance of the dedication;

(b) The area to be dedicated as a public street includes adequate room for sidewalks, street lighting, and utilities;

(c) The street provides adequate accessibility for emergency vehicles; and

(d) All gates and other limits to accessibility have been or will be removed without cost to the City prior to the acceptance of the dedication.

(C) Design plans for all proposed private streets shall be submitted for approval to the Department of Engineering in the same manner that plans for public streets are submitted. Approval or disapproval by the Department of Engineering will be determined in reference to this policy. A request for a variance from the requirements of this policy must be submitted to the City Council for approval or disapproval.

Section 6 Additional public notification of City activities

(A) In order to encourage public awareness of and participation in City matters, timely prior notification to the public must be given in addition to that contemplated by the Texas Open Meetings Act or other laws relating to specific notifications such as zoning changes, tax rates, and budget approval. This policy is intended to supplement the notifications required by law, including those contained in the Charter, the Code of Ordinances, and the

Garland Development Code.

(B) The City shall endeavor to provide notice of the following matters at the earliest practical opportunity but, of course, no later than otherwise required by law:

- ☐ Adoption or amendment of the City's comprehensive plan
- ☐ Changes to the thoroughfare plan
- ☐ Changes to the City's municipal boundaries (whether by annexation or dis-annexation or by boundary adjustment agreement with another municipality)
- ☐ Changes to the City's territorial jurisdiction
- ☐ Amendments to the Garland Development Code
- ☐ Adoption or amendment of the annual City budget
- ☐ Adoption or amendment of the capital improvements budget
- ☐ Revisions to flood insurance rate maps and flood boundary-floodway maps affecting the City
- ☐ Special paving or drainage assessment projects

(C) In addition to posting, publication, and delivery of notice as required by law, the City shall endeavor to provide notice by mail, by email, or by other electronic delivery means to homeowners' associations and civic groups that have previously registered with the City Secretary for such purposes. An association or group must register in writing on a form or in a format provided by the City Secretary and shall provide at minimum a mailing address, an email address, and the phone number for the person designated to be the point of contact for the association or group.

Division 3 FINANCIAL AND FISCAL INTEGRITY PROCEDURES

Section 1 Rotation of outside auditing firms for annual audits

The City is required by Charter and State law to have performed annually an independent audit of accounts and other financial transactions of the City by an outside auditor. The integrity and quality of the audit is of paramount concern to the City, to its citizens, and to those considering investments in or transactions with the City. The Audit Committee and staff shall review the outside audit each year to determine whether the City Council should consider a change in the firm conducting the outside audit or a change in the senior auditor in keeping with the goals stated in this policy.

Section 2 Financial policy; statement of investment strategy; statement of investment policy

(A) The City Council shall annually adopt, by resolution or minute action, a financial policy, a statement of investment strategy, and a statement of investment policy as required by and in conformance with State law. The following constitute the City's financial policies and statements of investments strategy and investment policy:

(B) *Statement of financial policy*

General Principles:

- ☐ The City shall maintain an operating position in all governmental funds such that annual expenditures shall not exceed annual resources, including fund balance.
- ☐ The City shall maintain an operating position in all proprietary funds such that annual expenses shall not exceed annual resources, including retained earnings.
- ☐ The City shall protect the physical assets of the City to ensure the value, integrity, and utility of these major investments of the City's resources.
- ☐ This policy shall be reviewed and updated periodically and will be presented to the City Council for approval of any significant changes.

Operating Condition:

- ☐ A multi-year financial forecast shall be prepared annually projecting revenues and expenditures for all operating funds. This forecast shall be used as a planning tool in developing the following year's operating budget.
- ☐ Rates, fees, and charges for service shall be reviewed annually and adjusted as necessary to respond to cost increases or other changing circumstances.
- ☐ Activities within enterprise funds shall be budgeted so that revenues support costs of service, satisfy all revenue bond covenants, and provide adequate cash flows.
- ☐ Insurance coverage shall be examined annually to ensure that policy limits are adequate and in compliance with revenue bond covenants.
- ☐ Estimated costs and funding sources shall be identified prior to any project being submitted for approval by the City Council.

Debt Management:

- ☐ Debt shall not be used for funding current expenses.
- ☐ Bonds shall be sold only to finance long-term capital projects.
- ☐ A project shall not be financed over a period longer than the estimated life of that project.
- ☐ On all capital projects considered by Council, a disclosure statement shall be included, where appropriate, to identify annual operating costs of each project.
- ☐ The City shall prepare a multi-year Capital Improvement Program (CIP), updated annually, which will meet the anticipated growth requirements of the City. The CIP shall be adopted by the City Council as a guide for staff in planning the subsequent year's capital and financing needs.
- ☐ Total tax-supported debt shall be maintained so as not to exceed five percent (5%) of the total assessed valuation of taxable property.

Financial Condition:

- ☐ The City shall budget available resources to maintain an ending “fund balance” requirement in each fund according to the following definitions and guidelines:
 - General Fund - 30 days of budget-based operating expenditures less debt service. “Fund balance” is defined as the unreserved, undesignated portion of total assets minus total liabilities.
 - Enterprise Funds - 45 days of budget-based operating expenditures including debt service. “Fund balance” is defined as current assets minus current liabilities, excluding non-budgetary adjustments. The Water Fund shall also have a fund balance goal of 60 days of budget-based operating expenditures including debt service to supplement the 45 day requirement and mitigate against unexpected declines in revenue due to weather volatility.
- ☐ Before the City budgets any resources from a “fund balance”, as defined above, for the respective fund types, the “working cash” (cash and investment balances) of each fund shall be analyzed to ensure that adequate liquidity is projected to be available for cash flow purposes.
- ☐ All Internal Service Funds shall be fully self-supporting to the extent that any retained earnings deficit shall be fully recovered in the subsequent fiscal year through increased charges to benefiting departments. Self-insurance reserves shall be actuarially determined and periodically reviewed to evaluate experience and

degree of risk assumptions. The City Council may opt, on an annual basis, to adjust fund balance targets in specific funds to meet short-term economic or other circumstances.

Asset Maintenance:

- ☐ In addition to anticipated growth requirements of the City, the Multi-year CIP will identify major infrastructure repair and rehabilitation needs.
- ☐ The City will prepare and maintain a facilities master plan. This document will serve as a management tool to project space needs including construction or modification of facilities.
- ☐ Repair, renovation, and maintenance shall be regularly performed to protect the life of the assets and to ensure their safety and utility. A systematic program of routine and preventive maintenance shall be developed based on need identification and prioritization.
- ☐ The Annual Operating Budget will provide sufficient funding levels for ongoing maintenance of the infrastructure.

Accounting, Auditing, and Financial Reporting:

- ☐ Accounting systems shall produce information that is consistent with generally accepted accounting principles for governmental entities.
- ☐ An annual comprehensive audit shall be conducted of all funds by an independent public accounting firm in accordance with these financial policies. A policy of full disclosure on every financial report and official statement shall be followed.
- ☐ Year-end net revenues of the electric system and the combined water and sewer system shall be maintained at a level sufficient to cover average annual revenue debt service requirements and current year revenue debt service requirements by at least 1.25 times.
- ☐ A condensed year-end Electric Utility financial report shall be prepared and given widespread circulation to the ratepayers and taxpayers of the City.

Responsibility and Authority:

- ☐ The City Manager shall have accountability to the City Council concerning the financial strategies outlined in this policy. However, the City Council shall not be involved in the day-to-day implementation of the financial strategies outlined in this policy and no Councilmember – including the Mayor - shall unilaterally direct

the City Manager or his staff to take or refrain from any action related to this policy or the authorizations contained herein.

- ☐ The City Manager is authorized to approve and execute by and on behalf of the City purchases or other contracts requiring expenditures up to and including the amount of \$99,999.99. The Purchasing Director, as directed by the City Manager, shall have the authority to purchase or contract for all goods and services needed by any department of the City or by any agency that derives its support wholly or in part from the City.
- ☐ The City Manager or his designee has the authority to authorize, approve, and execute by and on behalf of the City internal directives, procedures, and protocols meeting the minimum requirements of the State of Texas for home-rule municipalities; determine the method of procurement, in accordance with state law, that provides the best value for the City; approve, in accordance with the requirements of law, change orders in the event it becomes necessary to make changes after the purchase or performance of a contract has commenced.
- ☐ The City Manager has authority for delegating financial transaction responsibilities to appropriate organizational levels for the efficient operation of the City.

(C) *Statement of investment strategy*

Chapter 2256 of the Texas Government Code requires the City to adopt a separate written investment strategy for each of the funds or group of funds under its control. Effective investment strategy development coordinates the objectives of the City's investment policy and cash management procedures to reduce investment risk and enhance interest income. The following investment strategy describes the investment objectives for each fund or group of funds using the following priorities in order of importance:

- (1) Suitability
- (2) Safety of principal
- (3) Liquidity
- (4) Marketability of the investment before maturity
- (5) Diversification
- (6) Yield

This investment strategy applies to the investment and management of all funds under direct authority of the City of Garland. Each of the City's funds or group of funds has

varying cash flow requirements and liquidity needs. Specific strategies shall be implemented considering that fund or group of funds' unique requirements. The City's funds are invested according to the following fund types:

Operating Funds:

Investments for operating funds shall be scheduled to meet the daily cash flow demand of the City with their stated final maturities and have a stated final maturity of three years or less from the date of purchase. Operating fund portfolios include the treasury portfolio.

Suitability - All investments authorized in the Statement of Investment Policy are suitable for Operating Funds.

Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Liquidity - Operating Funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. Constant \$1 NAV investment pools and money market mutual funds shall be an integral component in maintaining daily liquidity. A dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date for each security. Purchased securities will have a stated final maturity of three years or less from the date of purchase.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Operating Funds shall be the trailing average of the constant maturity treasury ("CMT") (as published by the Federal Reserve) that most closely matches the weighted average maturity of the portfolio. For Operating Funds, it is expected this will be the six month trailing average of the six-month CMT.

Debt Service Funds:

Investments for debt service funds shall mature on or before the next debt service date. Purchased securities will be highly liquid with very short term maturities because of the near term cash flow requirements. Debt service funds include the general obligation debt service fund and the revenue bond debt service fund.

Suitability - All short term, high quality securities that are authorized in the Statement of Investment Policy and are in compliance with applicable bond ordinances are suitable for debt service funds.

Safety of Principal - All investments shall be high quality securities with no perceived default risk. Purchased securities shall have a stated final maturity date on or before the next debt service date.

Marketability - Securities with active and efficient secondary markets will be purchased although unanticipated cash requirements are not probable.

Liquidity - Debt service funds have predictable cash requirements. Investment maturities shall not exceed the anticipated cash flow requirements.

Diversification - Market conditions will greatly influence the selection of maturities and security types. At no time shall maturities go beyond debt service payment dates.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for debt service funds shall be the trailing average of the CMT that most closely matches the weighted average maturity of the portfolio. For Debt Service Funds, it is expected this will be the three month trailing average of the three-month CMT.

Reserve Funds:

Investments for reserve funds have as their primary objective the ability to generate a dependable revenue stream with a low degree of volatility. Purchased securities will be of high quality with short to intermediate term maturities. Reserve fund portfolios include the revenue bond reserve fund and the rate mitigation fund.

Suitability - All securities that are authorized in the Statement of Investment Policy except as may be restricted by bond ordinance are suitable for reserve funds.

Safety of Principal - All investments shall be short to intermediate term, high quality securities, with no perceived default risk.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Liquidity - Unless there are anticipated cash flow requirements, reserve funds generally do not require a high degree of daily liquidity. Purchased securities shall have a stated final maturity date of five years or less from the date of purchase.

Diversification - Market conditions will greatly influence the selection of maturities

and security types. Securities shall be of high quality, with short to intermediate term maturities. A dollar weighted average maturity of 3 years or less will be calculated using the stated final maturity date for each security.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for reserve funds shall be the trailing average of the CMT that most closely matches the weighted average maturity of the portfolio. For Reserve Funds, it is expected this will be the one year trailing average of the one-year CMT.

(D) *Statement of investment policy*

Chapter 2256 of the Texas Government Code requires the City to annually adopt rules governing its investment practices and to define the authority of its investment officers. This investment policy applies to the investment and management of all funds under direct authority of the City. These funds include all governmental, proprietary, and trust and agency funds which are accounted for in the City's Comprehensive Annual Financial Report. The Employees Deferred Compensation Agency Fund and the Other Post Employment Benefit Trust Fund are excluded from coverage under this Policy.

(1) Investment of funds will be governed by the following investment objectives, in order of priority:

Preservation and safety of principal - Preservation of capital is the foremost objective of the City. Each investment transaction shall seek first to ensure that capital losses are avoided, whether the loss occurs from the default of a security or from erosion of market value.

Liquidity - The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which can be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

Yield - The investment portfolio of the City shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio. The Director of Financial Services will from time to time establish performance measures and goals for the portfolio rates of return. Efforts to seek returns higher than the established goals must be consistent with risk limitations identified in this policy and prudent investment principles.

(2) Responsibility for the management of the investment program is assigned to the Director of Financial Services. Other individuals authorized as investment officials by the City Council are the Cash and Debt Manager and the Controller. Investment authority of all investment officers shall conform to all applicable Federal and Texas laws, the City

Charter, the ordinances of the City, the Statement of Investment Strategy, and this Statement of Investment Policy. The Director shall establish written procedures for the operation of the investment program, consistent with this Statement of Investment Policy. No person may engage in an investment transaction or the management of City funds except as provided under the terms of this Statement of Investment Policy, the Statement of Investment Strategy, and the procedures established by the Director of Financial Services.

(3) An Investment Committee comprised of the City Manager, the Director of Financial Services, the Cash and Debt Manager, the Controller, and the City's investment advisor, if the City has contracted with an advisor, will meet on a quarterly basis. The investment advisor is a non-voting member of the Investment Committee.

The primary objective of the Committee will be to review general strategies and policies, monitor investment program results, select independent training sources, and authorize securities dealers.

(4) Each investment officer shall attend not less than ten hours of instruction relating to investment responsibilities during the first year of employment and not less than 8 hours of instruction relating to investment responsibilities every two years thereafter. Training must be provided by an independent source approved by the Investment Committee.

(5) The City may contract with an investment advisor, who shall adhere to the spirit, philosophy and specific term of this Statement of Investment Policy. The investment advisor shall invest on behalf of the City using the standard of care described in Sec. 2256.006 of the Texas Government Code and in this Statement of Investment Policy. The investment advisor must be registered with the Securities and Exchange Commission (SEC) under the Investment Advisors Act of 1940 as well as with the Texas State Securities Board. Investment advisors may assist the City with the management of the City's funds and similar responsibilities including, but not limited to, the review of investment policy, development of appropriate investment strategies, security analysis, trade execution, security clearance, broker-dealer compliance, investment reporting and security documentation.

(6) The Director of Financial Services shall establish a system of internal controls which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by investment officials. Controls deemed most important include: control of collusion, separation of duties, separating transaction authority from accounting and recordkeeping, custodial safekeeping, avoidance of bearer-form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized investment officials, and documentation of and rationale for transactions.

(7) In conjunction with the annual independent audit required by law and the City Charter, the City's independent auditor shall review the investment records for the end of each quarter. The independent auditor shall report the results of the review directly to the City Council.

(8) The City's investment officers shall be governed by the standard of care applicable to a prudent investor as described in Sec. 2256.006 of the Texas Government Code and in this Statement of Investment Policy. Investments shall be made with the exercise of that degree of judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived.

(9) In applying the "prudent person" rule, the investment officer shall exercise prudence with respect to the management and investment of all funds over which the officer has responsibility and control. The investment officer must determine whether investment decisions are consistent with this Statement of Investment Policy.

(10) All participants in the investment program shall act responsibly as custodians of the public trust. Investment officials will avoid any transaction that might impair public confidence in the City's ability to govern effectively. Investment officers shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism which is worthy of the public trust. Nevertheless, the City Council recognizes that in a diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

(11) Investment officers, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for market price changes, provided that these changes are reported immediately and that appropriate action is taken to control adverse developments.

(12) The investment instruments authorized for purchase by the City are limited to:

- ☐ Direct obligations of the United States government with a stated final maturity of five years or less from the date of purchase.
- ☐ Debentures or discount notes with a stated final maturity of five years or less from the date of purchase issued by, guaranteed by, or for which the credit of any of the following Federal agencies and instrumentalities is pledged for payment: Federal National Mortgage Association (FNMA or Fannie Mae), Federal Home Loan Bank (FHLB), Federal Farm Credit Bank (FFCB), Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac), Federal Agricultural Mortgage Corporation (FarmerMAC), Export-Import Bank of the United States (EXIM Bank), and the

Private Export Funding Corporation (PEFCO).

- ☐ Bonds or other interest bearing obligations having a stated final maturity of five years or less from the date of purchase of which the principal and interest are guaranteed by the full faith and credit of the United States government.
- ☐ Repurchase agreements collateralized with U.S. Treasury securities at a minimum market value of 102 percent of the dollar value of the transaction, with any accrued interest accumulated on the collateral included in the calculation. Eligible collateral will have a maximum maturity of ten years. Repurchase agreements may be entered into only with primary government securities dealers who have executed a City approved Master Repurchase Agreement. Collateral shall be delivered to and held by the City's third party safekeeping agent. As used herein, the term "repurchase agreement" includes direct security repurchase agreements and reverse security repurchase agreements. A written master repurchase agreement shall be established between the City and the seller prior to purchase. The maximum term for direct security repurchase agreements and reverse security repurchase agreements will be 90 days or less. Funds received under the terms of a reverse security repurchase agreement may not be used to purchase any investment whose final maturity date exceeds the expiration of the reverse.
- ☐ Certificates of deposit issued by a depository institution that has its main office or branch office in Texas if:
 - Such certificates of deposit are: (i) guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund or their successors; or (ii) secured by obligations described in subsection (1) or (2) above, and the collateral will be held by the City's third party custodian; or
 - Such depository institution contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Texas Government Code; or
 - Such certificates of deposit are brokered by an authorized broker/dealer that has its main office or a branch office in Texas who or which contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Texas Government Code.
- ☐ SEC registered no-load money market mutual funds with a dollar-weighted average portfolio maturity of 60 days or less. Assets will consist exclusively of those securities listed above. The investment objective of the fund is to maintain a stable \$1 net asset value. The maximum stated maturity of the fund will be 13 months.

- State or local investment pools organized under the Interlocal Cooperation Act. The investment pool must be rated no lower than investment grade by at least one nationally recognized rating agency and have a dollar-weighted average portfolio maturity of 60 days or less. Assets will consist exclusively of those securities listed above. The investment objective of the pool is to maintain a stable \$1 net asset value. All securities owned in the pool will have a stated remaining maturity of thirteen (13) months.
- Commercial paper rated not less than A1 or P1 or an equivalent rating by at least two nationally recognized credit rating agencies or one nationally recognized credit rating agency and that is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state. The securities must have a stated maturity of 270 days or less from the date of purchase. No more than 5% of any one issuer may be held and no more than 25% of any fund or group of funds will be invested in commercial paper. Physical delivery securities are ineligible.
- Obligations of states, agencies, cities, and other political subdivisions of any state rated not less than A or an equivalent rating by at least two nationally recognized credit rating agencies.

(13) The credit rating of investment instruments will be continuously monitored through daily market participation and through the monthly mark-to-market pricing of securities. The liquidation of an investment instrument will be considered if its credit rating falls below minimums stated in this statement of investment policy.

(14) The City is expressly prohibited from entering into options trading or futures contracts, hedging or purchasing any security which is not authorized by Texas state law.

(15) As an integral part of this statement of investment policy, the City shall adopt a separate written statement of investment strategy for each fund or group of funds. Each investment strategy shall describe the investment objectives of each fund or group of funds according to the following order of importance:

- (a) Suitability
- (b) Preservation and safety of principal
- (c) Liquidity
- (d) Marketability of the investment before maturity
- (e) Diversification

(f) Yield

(16) Securities purchased for the City's portfolios will be delivered by book entry and will be held in third party safekeeping by a Federal Reserve member financial institution designated as the City's custody and safekeeping agent.

(17) The City will execute safekeeping agreements prior to utilizing the custodian's safekeeping services. The safekeeping agreement must provide that the safekeeping agent will immediately record and promptly issue and deliver a safekeeping receipt showing the receipt and the identification of the security, as well as the City's interest. All securities owned by the City will be held in a customer account naming the City as the customer.

(18) All security transactions will be on a delivery versus payment basis to the City's third party custody and safekeeping agent through the Federal Reserve Bank wire system. In this manner, the City will always have possession of either the securities or moneys.

(19) Custody and safekeeping procedures will be reviewed annually by the independent auditor.

(20) The City seeks active portfolio management to enhance total returns within the guidelines of this policy. Investment decisions should not incur unreasonable investment risk in order to obtain investment income. The City will not make investments for the purpose of trading or speculation.

(21) Each investment transaction must be based on competitive quotations from at least three securities dealers authorized to engage investment transactions with the City.

(22) Authorized investment officers shall access real-time electronic financial information to monitor the market price of acquired investments. The pricing information will be used to verify the accuracy of quoted prices for a potential purchase or sale to ensure that a fair market price is attained.

(23) If the City has contracted with an investment advisor it shall be the responsibility of the investment advisor to solicit competitive quotations from at least three securities dealers, to document and disclose those offers to the City, and to ensure a fair market price is obtained.

(24) In managing its investment portfolio, the City will avoid any purchase of investments, or any investment practice or procedure which is not specifically authorized under this policy.

(25) It is the policy of the City to avoid concentration of assets in a specific maturity, a specific issuer or a specific class of securities. The allocation of assets in the portfolios should be flexible depending upon the outlook for the economy and the securities markets. In establishing specific diversification strategies, the following general policies and

constraints shall apply.

(a) Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide for stability of income and reasonable liquidity.

(b) To attain sufficient liquidity, the City shall schedule the maturity of its investments to coincide with known disbursements.

(c) Risks of market price volatility shall be controlled through maturity diversification.

(d) The placement of investment transactions and the gathering of market information shall be diversified among all authorized brokers.

(26) A qualified financial institution shall be selected to serve as the City's primary depository through a bank services procurement process, which shall include a formal request for application issued at least every five years. In selecting a depository, the City shall consider various criteria as specified prior to the issuance of the request for application. Financial institutions located outside of the city boundaries may be considered to participate in the request for application process provided the City has adopted a policy permitting it.

(27) Upon selection, the financial institution shall comply with the requirements and agreements identified in the request for application. The financial institution is required to comply with the Public Funds Collateral Act, Chapter 2257 of the Texas Government Code.

(28) Consistent with the requirements of State law, the City requires all bank and savings bank deposits to be federally insured, fully secured through an FHLB standby letter of credit or collateralized with eligible securities in accordance with the Public Funds Collateral Act, Chapter 2257 of the Texas Government Code. Eligible securities as defined in Chapter 2257 shall be deposited with a third party custodian prior to the deposit of City funds. The City reserves the right to accept or reject any form of collateral, at its discretion. The pledged collateral must be maintained at all times during the term of the depository contract at required levels. In order to perfect the City's security interest in the pledged collateral under the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA), it is required that a collateral agreement between the City and the depository be signed by both parties prior to the deposit of City funds. The collateral agreement must be approved by the depository's board of directors or its loan committee, which approval shall be reflected in the minutes of the board or committee. The signed collateral agreement, board resolution, and minutes certifying the approval of the collateral agreement must be presented to the City prior to the deposit of City funds.

(29) Government security broker/dealers authorized to engage in investment transactions with the City will be selected on the basis of their financial stability, expertise in cash management for local government and their ability to service the City's account. The qualifications of prospective broker/dealers will be determined from a completed broker/dealer questionnaire, personal interview and reference checks.

(30) Before engaging in investment transactions with the City, a prospective securities broker/dealer must provide a written instrument certifying that the securities broker/dealer has received and has thoroughly reviewed the City's Statement of Investment Policy. A prospective securities broker/dealer must provide evidence of registration with FINRA and the State of Texas Securities Commission. Qualified broker/dealers authorized to engage in investment transactions with the City are required to regularly submit their most recent audited financial statements to the City.

(31) If the City has retained a registered investment advisor for the management of its funds, the advisor shall be responsible for performing due diligence on and maintain a list of broker/dealers with which it shall transact business on behalf of the City. The advisor shall annually present a list of its authorized broker/dealers to the City for review. The advisor shall confirm in writing that the advisor has reviewed the City's investment policies and has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities on behalf of the City. The advisor shall obtain and document competitive bids and offers on all transactions and present those to the City as part of its standard trade documentation.

(32) The Investment Committee will adopt and annually review the list of dealers authorized to engage in investment transactions with the City.

(33) The investment officer shall prepare and submit to the City Council and management on a quarterly basis an investment report for each fund and fund group which describes in detail the current investment position, states the beginning market value, the additions and changes to market value, and ending market value for each pooled fund, states the book value and market value of each separately invested asset at the beginning and end of the reporting period, states the maturity date of each separately invested asset, states the fund for which each individual investment was acquired and states compliance of each fund group with this Statement of Investment Strategy, the Public Funds Investment Act, and with generally accepted accounting principles. The report shall also summarize and present, on a combined portfolio basis, total market valuation, total realized gains and losses, total unrealized gains and losses, distribution by maturity sector, and distribution by security type. The report will also indicate, by portfolio, total investments held and total interest income earned on a full accrual basis. The report may comment on current investment approaches and other items significant to the investment program. The report shall be signed by the Director of Financial Services and the investment officer. The investment report presented at the end of the fiscal year may also include a review of the investment activities and earnings for the entire fiscal year for each fund or fund group, discuss investment techniques, and suggest improvements which will enhance the

investment program and present an investment plan for the ensuing fiscal year. The report may discuss other significant issues related to the investment program.

(34) Investment officers of the City shall refrain from personal and business activities involving any of the City's custodians, depositories, broker/dealers or investment advisors which may influence the officers' ability to conduct the officer's duties in an unbiased manner. Investment officers will not utilize investment advice concerning specific securities or classes of securities obtained in the transaction of the City's business for personal investment decisions, will in all respects subordinate their personal investment transactions to those of the City (particularly with regard to the timing of purchase and sales), and will keep all investment advice obtained on behalf of the City and all transactions contemplated and completed by the City confidential, except when disclosure is required by law.

(35) This statement of investment policy and the statement of investment strategy will be reviewed annually by the City Council. Upon completion of the review, the City Council will acknowledge by resolution or minute action that it has reviewed the investment policy and investment strategy. Periodic revisions to the investment policy, the statement of investment policy, and the statement of investment strategy may be approved by the City Council.

Section 3 Detecting, investigating, and preventing fraud, waste, and abuse

(A) For purposes of this section:

"Fraud" includes, without limitation:

- ☐ Forgery, alteration, or unauthorized negotiation or presentment of a check, warrant, bank draft, or any other financial document of the City or its affiliates including electronic transfer of funds
- ☐ Theft of City property, including money or other thing of value
- ☐ Misappropriation of City funds, securities, supplies, or other assets
- ☐ Impropropriety in the handling or reporting of money or financial transaction
- ☐ Profiteering as a result of insider knowledge of City operations
- ☐ Disclosing to another for improper gain and without authorization any confidential or proprietary information of the City
- ☐ The receipt of kick-backs, bribes or improper gifts
- ☐ Sabotage or other acts of intentional damage to City resources, including improper access or damage to a City database

"Waste" means the loss or misuse of City resources that result from deficient practices, system controls or decisions. A non-exclusive example of waste includes a violation of the City's non-idle policy, that is, waste of fuel by needlessly allowing a vehicle to idle.

“Abuse” means the intentional, wrongful or improper use of resources or misuse of rank, position or authority that causes the loss or misuse of City property or resources such as tools, vehicles, computers, fuel, or employee time. Non-exclusive examples of abuse include using City equipment or supplies to conduct personal business and using non-confidential information to get new customers for an employee’s outside business.

(B) The City Manager shall be primarily responsible for preventing and detecting fraud, waste, and abuse involving City employees. The City Manager shall require his managerial employees to be responsible for initiating preventive measures where appropriate, to be familiar with the types of improprieties that might occur within the managerial employee’s area of responsibility, and to be alert for any indication of fraud, waste or abuse. The City Manager shall establish by directive rules for City employees regarding fraud, waste, and abuse consistent with the provisions of this policy. The directives shall apply to all employees of the City Manager and without regard to a suspected employee’s length of service or position. The directives shall require that any employee who detects or suspects an incident of fraud, waste or abuse shall immediately report the same to the next higher level of supervision in the employee’s chain of command. If the person in the next higher level of supervision is also suspected of fraud, waste or abuse, the employee shall report the fraud, waste or abuse to the Managing Director responsible for the department to which the employee is assigned. The directives shall allow an employee to by-pass the chain of command by reporting suspected fraud, waste or abuse to the hotline described below.

(C) The provisions of this policy apply to persons doing business with the City.

(D) The Internal Auditor shall establish and operate, with the cooperation of the City Manager, a “hotline” phone number or on-line intake system to which a person may anonymously report fraud, waste or abuse. A fraud, waste, and abuse hotline poster shall be developed by the City Manager and the Internal Auditor and shall be displayed at prominent locations throughout City buildings. The poster shall include information as to how an allegation may be reported through the hotline system.

(E) As a general rule, the Internal Auditor has primary responsibility to investigate allegations of fraud and the City Manager has primary responsibility to investigate allegations of waste and abuse. No definitive rule is established by this policy, however, due to the unique circumstances of any given case. Some allegations of fraud - the theft of minor office supplies, for example - while serious, are matters to be addressed through the City Manager for appropriate action. An allegation of abuse or waste, on the other hand, may involve a criminal offense or have such substantial consequences to the interests of the City that the Internal Auditor should have the primary responsibility for investigation. An allegation that relates to an employment dispute (disagreement with management decisions or style, workers compensation issues, claims of discrimination or workplace grievances and such) shall be referred to the Managing Director of Human Resources to be handled in accordance with controlling law and City policies. The City Manager, the Internal Auditor, and the City Attorney are directed to cooperate in determining the best means of protecting the City’s interests.

(F) When the Internal Auditor receives an allegation of fraud, waste or abuse, the Internal Auditor shall:

(1) Determine whether the Internal Auditor or the City Manager has primary responsibility over the allegation as provided in this policy and proceed accordingly;

(2) If the Internal Auditor has primary responsibility, perform an initial investigation to determine whether the complaint alleges reasonable cause to continue with an investigation; and

(3) If the complaint alleges a serious instance of fraud, waste or abuse under this policy, refer the complaint to the Fraud, Waste, and Abuse Committee (as described below) for further discussion and direction.

(G) The Fraud, Waste, and Abuse Committee consists of the Chair of the Audit Committee, the Internal Auditor, the City Manager, the City Attorney, and the Managing Director of Human Resources. The Chief of Police may be made a member of the committee if an allegation includes conduct that may constitute a crime or the standing committee may refer a matter to the Chief of Police for criminal investigation.

(H) The Internal Auditor, in coordination with the Fraud, Waste, and Abuse Committee, shall report serious incidents to the City Council either directly or through a report to the Audit Committee, which shall then report the matter to the City Council. The report generally should not include the names of persons involved in the incident. Minor or non-serious incidents are generally internal management issues and reports of such to the City Council are not appropriate. The director of the department in which the incident arose shall, however, provide a written report to the City Manager regarding what actions were taken in response and what corrective actions will be taken to prevent recurrences.

Section 4 Qualifications for doing business with the City

(A) For purposes of this policy, “person” includes: (1) an individual; (2) a majority owner or principal of a corporation, partnership, association, or limited liability company; (3) shareholders in a business entity with five or fewer shareholders; and (4) majority owned affiliates of the foregoing.

(B) It is the policy of the City Council that the City not engage in business with a person who has been convicted of any state or federal felony offense. The City shall not, except as provided in this policy, enter into or renew a contract to purchase, sell, or lease goods or services to or from any person who has been: (1) convicted of a state or federal felony; or (2) convicted or fined in excess of \$50,000 on certain state or federal discrimination offenses. A conviction includes a probated sentence, a deferred adjudication, or similar disposition. Discrimination charges include only those brought for discrimination based on race, gender or religion.

(C) This policy does not apply when:

(1) At least three years have elapsed between the conviction and the approval of the contract;

(2) The contract does not require City Council approval;

(3) Anything of value is paid or given to a person as an informant or participant in a crime stopper program; or

(4) The City Council determines that application of this policy to a proposed contract would cause financial hardship to the City by its application (in which event the City Council may waive the application of this policy by the affirmative vote of not less than six members of the City Council).

(D) For bid applications that may result in a contract award by the City Council, the bidder shall include a certification in the offer that the bidder is not disqualified by the application of this policy.

Division 4 STANDARD OPERATING PROCEDURES AND HOUSEKEEPING RULES

Section 1 National Night Out

National Night Out is an event recognized throughout the United States and Canada and held annually on the first Tuesday in August (October in Texas). It is designed to heighten crime and drug prevention awareness, generate support for and participation in local anti-crime programs, strengthen neighborhood spirit and police-community partnerships, and send a message to criminals letting them know that neighborhoods are organized and fighting back. Because the scheduled National Night Out often conflicts with the regularly scheduled first regular council meeting in October, a rescheduling of that meeting is necessary. Therefore, the first regular meeting of each October, normally held on the first Tuesday of the month, shall be rescheduled either to the first Monday of the month or to the second Tuesday of the month, when there are five Tuesdays in the month. The City Manager shall advise the City Council of scheduling options in order that the City Council may take action to reschedule the meeting not later than the second regular meeting in September.

Section 2 Board and commission appointments

(A) In May and June of every year, the City will, through the Garland City Press or similar distributions, including the city website, Garland City Press Briefs, Neighborhood Chatter, Nextdoor and other available community-related electronic communication tools, include information for the public that explains the purpose and function of every board and

commission appointed by the City Council, except the Garland Youth Council. The information will solicit applications from interested Garland residents. Applications for appointment must be delivered to the City Secretary and shall be submitted on a form provided by the City Secretary for that purpose. Upon receipt of an application, the City Secretary shall check the applicant's qualifications against the requirements for appointment to the office for which appointment is sought. The deadline for submitting an application is July 1. Following the filing deadline, the City Secretary shall forward applications, including those submitted by incumbents who wish to be reappointed to a position, to the City Council for consideration. The City Council shall also be provided with an attendance report detailing the number of absences of each current board member for the preceding reporting period and a report on current vacancies.

(B) In regards to the Garland Youth Council (GYC), in March and April of every year, the City will, through the Garland City Press or similar distributions, including the city website, Garland City Press Briefs, Neighborhood Chatter, Nextdoor and other available community-related electronic communications tools include information for the public that explains the purpose and function of the GYC. The information will solicit applications from interested Garland residents who are students enrolled in grades 9 through 12. Applications for appointment must be delivered to the GYC Staff Liaison and shall be submitted on a form provided by the GYC Staff Liaison for that purpose. Upon receipt of an application, the GYC Staff Liaison shall check the applicant's qualifications against the requirements for appointment. The deadline for submitting an application is May 1. Following the filing deadline, the GYC Staff Liaison shall forward applications, including those submitted by qualified incumbents who wish to be reappointed to a position, to the City Council for consideration. The City Council shall also be provided with an attendance report detailing the number of absences of each current appointment for the preceding reporting period.

(C) Councilmembers should review applications submitted for the position to be filled and select for nomination the person determined by the Councilmember to be most qualified for the position. Appointments for the Garland Youth Council will be made on nomination at the first regular meeting of the City Council in July. Appointments for all other boards and commissions will be made on nomination at the second regular meeting of the City Council in August.

Section 3 Assistance to non-profit organizations for special events

(A) A non-profit organization that intends to sponsor a special event within the City may request in-kind (non-monetary) assistance from the City by submitting a written request to the City Manager. A request for assistance must be made for each event - standing or continuing requests are not allowed. A request for assistance must specify what benefits will accrue to the City as a result of the event and must specify with reasonable particularity what City services are being requested. A request for assistance must include a completed Special Events Assistance Program Application (see attached form). The request and application must be filed not less than 45 days prior to the date of the event. A request for

assistance does not constitute an application for a special events permit under Chapter 30 of the Code of Ordinances unless so determined by the Building Official.

(B) In order to be approved, a request for assistance must meet the following criteria:

(1) The sponsoring organization must provide evidence that the organization is an established civic, cultural, educational, religious or service group that is nationally- or state- chartered and that its membership is open to all citizens of Garland;

(2) The organization must provide proof of non-profit status under Section 501(c) of the Internal Revenue Code;

(3) The event must be of economic benefit to the community or contribute to the quality of life in Garland;

(4) An expense and revenue report for any previous year's event(s) must be included with the application;

(5) If the applicant has not previously obtained City assistance for the event, a projected expense and revenue report must be included with the application; and

(6) The event must be open for participation by the public.

(C) The City Manager may approve a request that meets the criteria established in this policy up to a maximum of \$5000.00 per event, within available budgeted funds. Requests shall generally be considered on a first-come, first approved basis.

(D) The amount, if any, to be made available for assistance under this policy will be determined by the City Council on an annual basis as part of the annual operating budget.

(E) The City Manager shall timely notify the City Council of any upcoming special events for which assistance under this policy has been approved.

Section 4 Use of certain City-owned equipment for special events

(A) Under this policy, certain equipment owned by the City and under the control of the Parks, Recreation and Cultural Arts Department may be made available without remuneration to an organization that meets the requirements established in this policy. A request for equipment usage under this policy is secondary to and subject in all respects to the priority given to City-wide events, events sponsored by a City department, or an event co-sponsored by the City.

(B) A requesting party must make a formal written request to the City by submitting a Special Event Assistance Program Application. An application may be submitted to the Parks and Recreation Administrative Offices, 634 Apollo Rd, Garland, TX 75044 (or

MET@garlandtx.gov). Approval of a request is entirely dependent on the availability of equipment. A request must be submitted at least 45 days prior to the event. A person appointed for that purpose by the City Manager is authorized to consider and approve requests that meet the requirements of this policy. Only the City Council, however, may approve a request that does not fully meet the requirements of this policy.

(C) A request for use of public equipment may not be approved except as follows:

(1) The event must be held within the Garland city limits;

(2) A requesting party may submit no more than two requests per calendar year;

(3) Unless the requestor represents a neighborhood association registered as such with the Office of Neighborhood Vitality, the requesting party must meet the eligibility requirements of the City's Special Event Assistance Program as provided in Article II, Division 4, Section 3 of these policies;

(4) Except for a neighborhood association registered as such with the Office of Neighborhood Vitality, the event must be open to the public for participation;

(5) If applicable to the event for which the equipment is requested, the requesting party must submit with its request a copy of the temporary activity permit issued by the Building Official under Section 30.210, *et seq.* of the Code of Ordinances; and

(6) The requestor must complete, sign, and submit with its application a waiver of liability and indemnification agreement pertaining to the equipment and its use in a form approved by the City Attorney.

(D) The method of transporting the equipment and, if the equipment is to be kept overnight by the requestor, the proposed method of storing and securing the equipment, must be approved in advance by the City. Failure on the part of the requestor to properly transport, store, secure or care for the equipment will disqualify any future requests by that requestor.

(E) Equipment must be returned in good condition within three days of receiving the equipment. The person signing the application form on behalf of the requestor shall be responsible for reimbursing the City for lost, damaged or delayed equipment.

Section 5 Periodic Charter review

The City Attorney shall periodically advise the City Council whether, due to changes in the law, a necessity exists for a change in the Charter. If the City Council determines that a change in the Charter should be considered, it shall timely appoint a Charter Review Committee in accordance with the Charter.

Section 6 Election day political sign moratorium

(A) Traditionally, persons who support (or oppose) a candidate or a measure in an election often urge voters arriving at a polling place on election day to vote in the manner endorsed by those supporters through various means of electioneering, including personal contacts, and by displaying signs near the polling place. Under the City's general sign regulations, the placement of political signs on City property and streets is prohibited. This policy is intended to provide for a one-day moratorium on the placement of political signs at a polling place on the official date of an election.

(B) The City Manager is directed to hold in abeyance the enforcement of those provisions of the Code of Ordinances and the Garland Development Code for the premises of a polling place and the immediately adjoining, contiguous public street front of the polling place for a period commencing at 7:00 p.m. the day before the official date of an election and ending at 7:00 a.m., the day following the election. The abeyance provided hereby shall apply only to signs containing a political message and only applies if the sign: (a) is no larger than six square feet in area and weighs no more than one pound; (b) is mounted to the ground by means of a stake or stakes, a pedestal, or other temporary, ground mounted, self-supporting means; and (c) does not encroach on the distance barrier prescribed by Sec. 63.100, Texas Election Code.

(C) Nothing contained in this policy shall be construed as allowing the placement or attachment of any sign on any tree, pole, building or other sign or damaging in any manner any City property. This policy is not intended to limit in any manner the authority of the State or election officials regarding electioneering and the placement of signs, and this policy does not require the owner of a polling place not owned by the City to allow the placement of signs on that property. No sign may be placed so as to encroach upon or obstruct any street, driveway, parking space, fire lane, sidewalk or pathway.

(D) If the sign contains a political message, this policy applies, and the City Manager does not have discretion to determine whether the viewpoint expressed on the sign falls within or without the moratorium authorized by this policy. No member of the City Council shall demand that a sign be removed or that any provision of the City's sign regulations otherwise be enforced with respect to any political sign covered by this policy.

Division 5 CEREMONIAL AND HONORARY PROCEDURES

Section 1 Facility naming and dedication plaques

(A) This policy applies to all public buildings, spaces, objects, property, organizational units, and grounds (collectively, “facilities”) owned or controlled by the City. The naming of a city facility vests in the sole discretion of the City Council.

(B) Unless otherwise contractually or legally obligated, the following criteria shall apply:

(1) Generally, for a person (or persons) to be considered eligible for the privilege of having a facility named after him or her, they must have made a significant contribution to the City, the field of government, or human betterment.

(2) To preserve the integrity and reputation of the City, no facility may bear the name of an individual convicted of a felony, impeached, removed from office, or dismissed from city service.

(3) Generally, facilities shall not be named for current City employees or those who currently hold public office.

(4) Special consideration shall be given to:

- a. The historical significance of the contribution of the person(s) to the facility, program, or City;
- b. The association of the person(s) with the facility to be named;
- c. Any financial contribution of the person(s) to the facility to be named; and
- d. Regional, state, national, or international recognition of the person(s)’ contributions and achievements.

(5) Naming rights shall be in effect for the duration of the effective and typical useful life of the facility, and not in perpetuity. It is expected and appropriate to rename or rededicate a facility upon completion of a significant renovation.

(6) The Council reserves the right to remove a name associated with any facility at any time in the event the naming gift pledge is unfulfilled, it is in the best interest of the City or donor, as determined by Council in its sole discretion, or to protect the reputation of the City or the donor.

(C) In the event the City Council determines it is appropriate to name a facility after a

qualified person(s), the Mayor shall request that the City Manager assemble a list of candidate names for the facility, and provide recommendation(s). The City Manager shall consider the opinions and nominations of relevant stakeholders, including members of City Council, in compiling the list of candidates. The list shall be presented to the Council for public discussion and debate. A candidate shall be approved upon a simple majority affirmative vote of Council.

(D) The City may erect a dedication plaque or comparable marking upon naming approval. In addition to the facility name, the dedication plaque shall identify the general contractor, architect, mayor, city manager, and members of the city council at the date of ground-breaking. Additionally, the plaque should contain a section available for the names of those who significantly contributed to the success of the project. This may include, but is not limited to: members of the community, former council members, current and former staff, donors, and members of boards and commissions relevant to the project.

Section 2 Outgoing appreciation commemoratives

(A) The City shall recognize the service of outgoing members of the City Council by presenting the member with a City flag and a commemorative memento that displays the City of Garland seal and the name and years of service of the Councilmember. The design and form of the memento shall be coordinated through the Office of the City Manager in order to provide consistency and cost control. The City Council shall budget funds necessary and appropriate for such purposes.

(B) In recognition of the services provided by the citizens who serve as appointees to boards and commissions, the City Council shall budget for an annual appreciation function to be held in the fall for all members of boards and commissions who have served during the preceding year. At that time, members who are retiring will be presented with a commemorative recognition of appreciation for service to the City in a form provided by the City Manager.

Section 3 Ceremonial documents

Certain ceremonial documents may be issued by the Mayor including proclamations, special recognitions, resolutions of honor, honorary citizenships, and official greetings. A member of the City Council may request the preparation of certificates of appreciation for presentation to citizens who the Councilmember wishes to recognize for outstanding service to Garland. All requests for ceremonial documents shall be made in writing to the Office of the Mayor. The request shall describe the occasion or person to be commemorated, the value of that person or occasion to Garland, and how the proposed commemoration relates to the citizens of Garland. The Mayor shall determine whether to approve the request and, if approved, what form of commemoration will be given and whether the commemoration will be presented at a meeting of the City Council.

Section 4 Meritorious service awards

On occasion, a citizen or employee of the City may perform an act of heroism or provide service to the citizens of Garland beyond the call of duty. The City Council may recognize such acts and service by issuing a City Council “Medal of Honor” to deserving recipients. A nomination for the award of a meritorious service award may be submitted to the City Council by any member or, if the nomination is made by a citizen, by forwarding the nomination to the Mayor.

Division 6 COUNCIL DIRECTIVES TO MANAGEMENT

Section 1 Public use of City Hall

The City Manager shall develop a program to allow for the use of the Council Chambers and the 1st Floor meeting rooms in City Hall by non-profit groups. The program shall be consistent with current security protocols and shall recognize the public use of City Hall for public business as paramount.

Section 2 Compensation of City employees

It is the policy of the City Council that, within the City’s financial and budgetary limits, all City employees will be compensated at a level that is competitive with the compensation paid to employees within the City’s employment market area. The City Manager is directed to have annual compensation surveys conducted within the City’s employment market area to determine whether employment compensation for City employees is competitive for such purposes, and to perform occasional job evaluations to determine what compensation adjustments should be made for persons already employed by the City.

Section 3 Homeowner’s association by-law review

Some homeowners’ associations within the City must submit the by-laws (or amendments to the bylaws) of the association to the City for review and approval. The City Manager shall designate a department for such purposes and shall cause the review to be limited to a determination whether the proposed bylaws, including any proposed amendment, adequately provides a source of funds and a means of obtaining those funds (such as through mandatory homeowners’ association assessments) to pay for the upkeep, repair, and maintenance of any improvements owned by the association including public improvements such as screening walls, subdivision entry features, and the like.

Section 4 Right of way acquisition and waiver of special assessments

The City Manager is hereby authorized to offer, in exchange for a dedication of right of way necessary for the completion of a street improvement project, the waiver of special assessments that will or may be assessed against the owners of real property that abuts the project.

Section 5 Restrictions on the representation of third-parties by former City employees (“revolving door policy”)

A former employee of the City who was employed as a departmental director, managing director, senior managing director, or as the City Manager may not make any communication to or appearance before the City Council before the second anniversary of the date the former employee ceased to be employed by the City if the communication or appearance is made: (1) with the intent to influence the City Council; (2) is made or done on behalf of any person other than the former employee in an individual capacity, and; (3) is made or done in connection with any matter on which the former employee seeks official action.

Section 6 “Over-hiring” of civil-service positions for police and fire

The City Council recognizes that, when a vacancy occurs in an entry-level civil service position, the process of recruiting and training a replacement may take more than a year. Due to the time lag, the rigors of training, and other factors beyond the City’s control, a class of potential recruits may decrease in size by half or more during the recruitment and training process. The City Council also recognizes that the expected vacancy rate for the Police and Fire departments can be reasonably calculated. It is the desire of the City Council that staffing of civil service positions remain as close as possible to 100% of authorized strength. Accordingly, the City Manager is authorized to estimate the potential vacancies within the Police and Fire departments that are reasonably likely to occur within the future and, based on that estimate, hire a sufficient number of recruits for those positions so that, accounting for anticipated and historical attrition rates, the staffing level of civil service positions will likely be as close as possible to 100% of authorized strength.

Section 7 Doing business with delinquent account holders

It is the policy of the City Council that the City not do business with a person (including a business entity of any sort) who is delinquent on an account to the City. Examples of delinquent accounts include taxes, impact fees, special assessments, utility bills, and EMS fees. The City Manager shall cause the affected departments within the City (including Purchasing, Engineering, Planning, and GP&L) to be provided with sufficient information to enforce the provisions of this policy.

Section 8 Payroll deductions under Sec. 141.008, TEX. LOCAL GOV’T CODE

Membership dues payable to a bona fide employee’s association named by a requesting employee may be deducted from the requesting employee’s salary or wages provided that: (1) the requesting employee is an active, full-time employee; (2) participation by the requesting employee in the payroll deduction program is voluntary; (3) the requesting employee submits to the City a written request stating the amount to be deducted each month from the employee’s salary or wages; and (4) the written request specifies the employees’ association to which the deducted funds will be transferred. The City is under

no obligation to incur any expense in the administration of an employee payroll deduction program.

Section 9 Reporting of certain offers of donations to the City

The City Manager shall endeavor to obtain from the City Council approval of any offer of a donation to the City or a department or agency of the City that, in the professional judgment of the City Manager may, because of the type, value or conditions of acceptance, create an issue of concern to the City Council or call into question the independence and reputation of the City.

Section 10 Prohibiting City assistance to businesses that engage in the creation of economic brownfields

It is the practice of some businesses to thwart competition by imposing deed restrictions on property owned by the business that prohibit future owners of the property from engaging in any business the initial owner determines to potentially compete with the current or future business interests of the initial owner – a practice known as the creation of “economic brownfields”. The City and its citizens are harmed by such practices because later businesses are unable to use the property for economically viable purposes long after the initial owner has left the area. City assistance, such as by way of economic development agreements, tax abatements, sales and property tax rebates, and similar assistance, should not be used to assist businesses that engage in such practices. The City Manager is directed to refuse any such assistance to any business that is unable or unwilling to certify that it does not impose, and will not enforce, any deed restriction or similar land use restriction that has the effect of creating an economic brownfield as that term is used in this section.

ATTACHMENTS:

Council Committee Interest Form

Special Events Assistance Program Application

Dignitary Recognition Protocol

City Facilities Usage Guidelines – Non-Profits and Sports Fields

PROTOCOL FOR RECOGNITION OF ELECTED OFFICIALS, DIGNITARIES, AND OTHER PERSONS OF IMPORTANCE AT CITY-SPONSORED EVENTS

Protocol for Non-City Elected Officials and Other Persons of Importance (“Dignitaries”) at City-Sponsored Events

- 1) Dignitaries may be recognized during their attendance at City-sponsored meetings and functions in the traditional manner. Dignitaries should not be given any expectation of inclusion or recognition unless an event is specifically designed to include them in the agenda for the event or to recognize them or to promote a non-profit activity that compliments the City’s non-profit use policy.
- 2) For municipal events and celebrations such as, but not limited to: the Summer Concert Services, Star-Spangled Fourth, Oktoberfest, Dia de los Muertos, and Christmas on the Square, elected representatives that represent any part of the physical or political borders of the City of Garland or its utilities should be given an invitation to attend.
- 3) If a municipal event or celebration sets aside time for dignitaries to speak, all dignitaries personally in attendance will be given an amount of time to speak that is appropriate to the event, and speech topics will be limited to introductions and the purpose of the event. Persons, such as staff members, who are attending an event on behalf of a dignitary may be recognized but will not be invited to speak unless they are delivering a public service announcement of a type approved in advance. Speeches that directly promote candidacy for office are prohibited.
- 4) The City Council must approve the budget for events that are hosted on behalf of dignitaries or outside political or policy-making entities.



**GARLAND
CITY COUNCIL ITEM SUMMARY SHEET**

City Council Regular Session Agenda

5.

Meeting Date: 12/07/2021

Item Title: Amendment to Section 4.61 of the Code of Ordinances, "Administrative Approval of Alternative Compliance" of the Garland Development Code Related to the Tree Mitigation Ordinance

Summary of Request/Problem

Council was briefed on this item at the November 8, 2021 Work Session. The Development Services Committee recommended an amendment to Section 4.61, "Administrative Approval of Alternative Compliance" of Chapter 4, Article 4, Division 5, of the Garland Development Code.

Recommendation/Action Requested and Justification

Council is requested to consider an amendment to Section 4.61, "Administrative Approval of Alternative Compliance" of Chapter 4, Article 4, Division 5, of the Garland Development Code.

Attachments

Tree Mitigation Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 4.61, "ADMINISTRATIVE APPROVAL OF ALTERNATIVE COMPLIANCE," OF CHAPTER 4, ARTICLE 4, DIVISION 5, OF THE GARLAND DEVELOPMENT CODE FOR THE CITY OF GARLAND, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND SETTING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS:

Section 1

That Section 4.61 "Administrative Approval of Alternative Compliance," of Chapter 4, Article 4, Division 5 of the Garland Development Code for the City of Garland, Texas, is hereby amended *in part* to read as follows:

"Section 4.61 Administrative Approval of Alternative Compliance

...

(F) Payments made to the City's reforestation and tree management fund paid to the City under this Section 4.61 will be deposited into a reforestation and tree management fund to be used by the City to provide and maintain landscaping, irrigation, and other similar related activities on properties within the territorial limits of the City.

..."

Section 2

That Chapter 4 of the Garland Development Code for the City of Garland, Texas, as amended, shall be and remain in full force and effect save and except as amended by this Ordinance.

Section 3

That the terms and provisions of this Ordinance are severable and are governed by Sec. 10.06 of the Code of Ordinances of the City of Garland, Texas.

Section 4

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

PASSED AND APPROVED this the ____ day of _____, 2021.

CITY OF GARLAND, TEXAS

Mayor

ATTEST:

City Secretary

PUBLISHED DATE:



**GARLAND
CITY COUNCIL ITEM SUMMARY SHEET**

City Council Regular Session Agenda

6.

Meeting Date: 12/07/2021

Item Title: Ordinance adding an Article II to Chapter 32 of the Code of Ordinances Related to Residential Driveways

Summary of Request/Problem

This item was presented to Council at the November 8, 2021 Work Session. The Development Services Committee recommended adding Article II, to Chapter 32, of the Code of Ordinances, "Property Nuisance and Abatement," and "Property Sanitation and Housing Services."

Recommendation/Action Requested and Justification

Council is requested to consider adding Article II, to Chapter 32, of the Code of Ordinances, "Property Nuisance and Abatement," and "Property Sanitation and Housing Services."

Attachments

Parking Ordinance

ORDINANCE NO.

AN ORDINANCE ADDING AN ARTICLE II, "PROPERTY MAINTENANCE AND NUISANCE ABATEMENT," OF CHAPTER 32, "PROPERTY SANITATION AND HOUSING SERVICES," OF THE CODE OF ORDINANCES OF THE CITY OF GARLAND, TEXAS; PROVIDING A PENALTY UNDER THE PROVISIONS OF SEC. 10.05 OF THE CODE OF ORDINANCES OF THE CITY OF GARLAND, TEXAS; PROVIDING A SAVINGS CLAUSE AND A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS:

Section 1

That Article II, "Property Maintenance and Nuisance Abatement," of Chapter 32, "Property Sanitation and Nuisance Abatement" of the Code of Ordinances of the City of Garland, Texas, is hereby amended *in part* to read as follows:

"Sec. 32.56 Parking on unimproved surface and excessive driveways

(A) Definitions. As used in this section:

(1) Approved connection means the driving surface located between a street or alley and an improved or limited parking surface. A connection is approved for purposes of this section if the connection is designed, constructed, and maintained in accordance with the traffic management and technical standards applicable to such connections including width, location, turning radii, and construction methods and materials.

(2) Concrete pavers means interlocking concrete paving stones at least two inches (2") thick on a base consisting of a layer of bedding sand over a minimum of four inches (4") of compacted crushed stone, cement treated base, or soil cement base.

(3) Improved parking surface means:

(a) Reinforced concrete having a minimum depth of five inches (5"); or

(b) Concrete pavers.

(4) Limited parking surface means a parking surface

generally located in a rear yard (except where allowed under subsection B(2) below) consisting of:

(a) Asphalt having a minimum depth of four inches (4") over a four inch (4") stabilized base consisting of compacted crushed stone, cement treated base, or soil cement base;

(b) Compacted gravel or crushed rock (i.e., #3 base gravel, #441 crushed stone, #57 crushed stone, or an equivalent that is approved by the Building Official) contained within a distinct border and having a minimum depth of six inches (6");

(c) Reinforced concrete having a minimum depth of five inches (5"); or

(d) Concrete pavers.

(5) Runners means a parking surface constructed from concrete, asphalt, macadam or concrete pavers that provides a coverage only for the wheels of a vehicle separated by an unimproved area under the body of the vehicle. "Runners" composed of any other materials or of earth only are not a legal parking surface under any circumstances under this section except as allowed by subsection (B) (2).

(6) Driveway means an Improved parking surface or a Limited parking surface expressly authorized in this Section 32.56, that provides egress and ingress from and to an adjacent street or alley by means of an approved connection.

(7) Front yard means that portion of a residential lot between the street and the building face of a single-family, duplex, triplex, or quadraplex structure.

(B) Parking on unimproved surfaces prohibited.

(1) Subject to below subsection (2), a person commits an offense if, within a residential zoning district or upon property which constitutes a residential use the person causes, suffers, permits, or allows the parking of any motor vehicle or trailer on runners or on any surface other than a driveway.

(2) If the property is within a residential zoning district or constitutes a lawful residential use, the

property is occupied by a residential dwelling and the dwelling was built on or before January 1, 1970 and has no paved alley access then a person may construct or expand a front yard driveway as a Limited parking surface, and park any motor vehicle or trailer that is otherwise lawfully parked thereon. However, any new or expanded driveway construction within the driveway approach/apron must meet all applicable City technical standards, state, and federal law.

(3) It is an affirmative defense to prosecution under this subsection if:

(a) The property is used for agricultural purposes or is zoned agricultural; or

(b) (i) If the property is within a residential zoning district or constitutes a residential use, the property is occupied by a residential dwelling and the dwelling was built on or before January 1, 1980;

(ii) The surface parked upon was part of the original driveway when the residential dwelling was built;

(iii) The surface parked upon consists of runners or is a limited parking surface originally composed of gravel, asphalt or macadam when the residential dwelling was built; and

(iv) The surface parked upon has been properly maintained to serve as a parking surface as intended when originally constructed.

(C) Excessive driveway and limited parking surfaces prohibited.

(1) A person commits an offense if, within a residential zoning district or upon property which constitutes a residential use the person causes, suffers, permits or allows a driveway to cover more than fifty percent (50%) of a front or rear yard or, in the case of a Limited parking surface, causes, suffers, permits, or allows a parking surface to cover more than fifty percent (50%) of a front or rear yard or to be wider than 20 feet. A limited or improved surface constitutes a driveway for purposes of determining the coverage under this section unless the surface is physically detached from any point of egress or ingress to an adjacent

street or alley (whether or not by means of an approved connection) and is permanently incapable of providing a parking space for a vehicle.

(2) It is an affirmative defense to prosecution under this subsection that:

(a) A driveway is a circular drive connecting to a street or alley by at least two (2) approved connections and covers no more than sixty-five percent (65%) of the yard; or

(b) A driveway is within a residential front yard and parking is prohibited or restricted by ordinance on that portion of the street abutting the yard, and the driveway covers no more than sixty-five percent (65%) of the yard.

. . ."

Section 2

That a violation of any provision of this Ordinance shall be a misdemeanor punishable in accordance with Sec. 10.05 of the Code of Ordinances of the City of Garland, Texas.

Section 3

That Chapter 32, "Property Sanitation and Housing Services," of the Code of Ordinances of the City of Garland, Texas, as amended, shall be and remain in full force and effect save and except as amended by this Ordinance.

Section 4

That the terms and provisions of this Ordinance are severable and are governed by Sec. 10.06 of the Code of Ordinances of the City of Garland, Texas.

Section 5

That this Ordinance shall be and become effective immediately upon and after its passage and approval.

PASSED AND APPROVED this the _____ day of _____, 2021.

CITY OF GARLAND, TEXAS

Mayor

ATTEST:

City Secretary

PUBLISHED: _____



GARLAND PLANNING REPORT

City Council Regular Session Agenda

7. a.

Meeting Date: 12/07/2021

Item Title: Z 21-38 Kimley-Horn - Zoning (District 6)

Submitted By: Kimberly Hopkins, Development Planner

REQUEST

Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

LOCATION

1902 Patterson Lane

OWNER

Wilbow-Riverset, LLC

PLAN COMMISSION RECOMMENDATION

On November 11, 2021 the Plan Commission, by a vote of six (6) to zero (0), recommended approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes and approved an Alley Waiver for two (2) lots.

The Plan Commission, by a vote of six (6) to zero (0), also recommended approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

STAFF RECOMMENDATION

Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

BACKGROUND

In 2017, City Council approved an amendment to Planned Development (PD) District 15-41 to allow Single-Family (SF-5) Detached Homes and Single-Family (SFA) Attached Homes on a property zoned Planned Development (PD) District 15-41.

Subsequently, an Amended Concept Plan and Detail Plan were approved by City Council in Planned Development (PD) District 17-37 establishing a revised site layout for the overall PD 17-37 area.

The applicant requests approval to allow thirteen (13) additional Single-Family Detached Homes on a 2.904-acre tract designated for Neighborhood Services Uses.

SITE DATA

The overall subject property is one hundred and one (101) acres with approximately 1,800 lineal feet of frontage along West Buckingham Road and 2,500 lineal feet of frontage along North Shiloh Road. The site has access from Buckingham Road and Shiloh Road.

The area of request is approximately 2.904 acres with approximately 400 lineal feet of frontage along West Buckingham Road and 456 lineal feet of frontage along Patterson Lane. The site can be accessed from Patterson Lane.

USE OF PROPERTY UNDER CURRENT ZONING

The subject site is currently zoned Planned Development (PD) District 17-37 and designated for commercial Neighborhood Services. The residential detached homes and residential attached townhomes are located in the remainder of the overall site with open spaces interspersed throughout, including a centrally located green park. The development includes trails connecting the larger open spaces throughout the community. The portion of the site near the northeast side of the property, near the intersection of Shiloh and Buckingham and entirely within the Duck Creek floodplain, is developed with a public trail maintained by the City.

The applicant is requesting approval to allow thirteen (13) additional Single-Family Detached Homes on a 2.904-acre tract designated for Neighborhood Services within the Riverset neighborhood.

CONSIDERATIONS

Detail Plan

1. In 2017 a Detail Plan was approved (PD 17-37) which consisted of a total of 590 residential lots, trail patterns, street sections and development standards to be completed in two (2) phases. Additionally, the approved Detail Plan included a lot intended for Neighborhood Services Uses. The applicant has submitted an amended Detail Plan application to propose thirteen (13) additional Single-Family Detached Homes on the lot currently designated for Neighborhood Services Uses. The Neighborhood Services designation allows for light retail and office uses.
2. The Planned Development Standards / Regulating Plan, Detail Plan, and Pattern Book include not only development standards, but also illustrations and diagrams that serve to guide the implementation of the standards for the development of the residential Districts.
3. The Manor and Garden Homes comply with the design requirements of the Planned

Development (PD) District 17-37.

- The approved development standards allow a minimum of 5,100 square foot lot for Manor lots.
 - The approved development standards allow a minimum 4,100 square foot lot for Garden lots.
 - The minimum front setback for the Manor homes is fifteen (15) feet, and the Garden homes minimum is ten (10) feet.
4. The proposed landscape layout (Exhibit D) complies with the applicable screening and landscaping regulations of the Planned Development (PD) District 17-37. A six (6)-foot brick soldier course wall is proposed for the Phase 3 development. The six (6)-foot brick soldier course wall is located along Buckingham Road and Patterson Lane.
 5. The two (2) “Manor” residential lots to the north would front a seventy (70) foot right-of-way with access to each lot limited to the street front. The eleven (11) Garden Homes would be served by an existing alley. This request did not trigger the need for a traffic impact analysis and the proposal meets all technical requirements.

COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan designates the subject property as Compact Neighborhoods. Compact neighborhoods provide areas for moderate increase in residential density, including townhomes and single-family detached housing. It expands housing options through infill and redevelopment, while continuing walkable development patterns.

These areas provide transitions between traditional residential neighborhoods and higher density residential neighborhoods and non-residential developments. These areas accommodate uses such as convenience retail (goods and services), office space, and public services. The architectural character and scale of these areas are compatible with adjacent residential development.

This use is compatible with the surrounding area and the Comprehensive Plan.

COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The properties to the west and south of the overall subject property are zoned Single-Family (SF-7) District and are developed with single-family detached homes. The property to the north, across West Buckingham Road, is zoned Planned Development (PD) 03-27 District and is developed with single-family detached homes. Also to the north of the property boundaries but remaining south of West Buckingham Road is an existing freestanding antenna. The property to the east of the overall subject property, across North Shiloh Road, are various existing uses including commercial, multi-family, a single-family detached residence, and amenity trails a part of the Planned Development (PD) 17-37 District.

Attachments

Z 21-38 Kimley-Horn (Zoning) Attachments

Z 21-38 Kimley-Horn Responses

Z 21-38 Staff Presentation



0 70 140 Feet
1 inch = 108 feet

Zoning Map Z 21-38

 INDICATES AREA
OF REQUEST

PLANNED DEVELOPMENT CONDITIONS

ZONING FILE Z 21-38

1902 Patterson Lane

- I. Statement of Purpose:** The purpose of this Planned Development District is to amend the Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.
- II. Statement of Effect:** This Planned Development shall not affect any regulations found in the Garland Development Code, Ordinance No. 6773, as amended prior to the adoption of this ordinance, except as specifically provided herein.
- III. General Regulations:** All regulations of the Single-Family Attached (SF-5) District set forth in Chapter 2 of the Garland Development Code, Ordinance 6773 and Planned Development (PD) District 17-37, are included by reference and shall apply, except as otherwise specified by this ordinance.
- IV. Development Plans:**
- A. Detail Plan: Development is to be in general conformance with the approved site plan labeled Exhibit C. In the event of conflict between the conditions and development plans, the conditions listed below are to apply.
- V. Specific Regulations:**
- A. Regulating Plan and Pattern Book: All uses, conditions, and standards shall comply with Exhibit C, D and E. If not provided in Exhibit C, D and E, all applicable standards in the Garland Development Code, Ordinance 6773, shall apply.
- B. Maximum Number of Lots: Thirteen (13) total lots for single-family detached use.
- C. Alleys: A total of two (2) single-family lots shall not require any alleys as shown in Exhibit C.
- D. Homeowners Association: A Homeowners Association shall be incorporated and each lot/homeowner shall be a mandatory member. The bylaws of this association shall establish a system of payment of dues; a system of enforcement of its rules and regulations; shall establish a clear and distinct

definition of the responsibility of each member; and other provisions as deemed appropriate to secure a sound and stable association.

- E. Maintenance of Open/Common Space, Landscape Areas, Entry Features, Access Easements, Screening Walls/Fence In HOA Lots or Wall/Fence Maintenance Easements And Amenities In HOA Lots: Maintenance of open/common space, landscaped areas, entry features, access easements, screening walls/fences in HOA lots or wall/fence maintenance easements and amenities in HOA lots shall be the responsibility of the Homeowners Association.

REPORT & MINUTES

P.C. Meeting, November 11, 2021

Consideration of the application of **Kimley-Horn**, requesting approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes. This property is located at 1902 Patterson Lane. (District 6) (File Z 21-38 - Zoning)

The applicant Bryce Eckeberger, 3907 Wichita Trail, Flower Mound, TX, provided an overview of the request and remained available for questions.

There was a brief discussion between the applicant and the Commission.

Motion was made by Commissioner Paris to close the public hearing and **approve** the request. Seconded by Commissioner Jenkins. **Motion carried: 6 Ayes, 0 Nays.**



Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / A Favor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Weston Myers ~~Lauren Karmann~~ & Lauren Karmann

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2641 DODSON ST

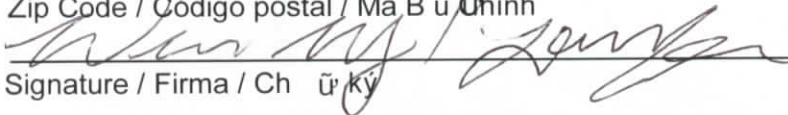
Your Property Address / La dirección de su propiedad / địa chỉ tài sản

GARLAND, TX

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã Bưu Chính



Signature / Firma / Chữ ký

10/30/21

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / A Favor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Israel Ramos, Property Owner

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2645 Dodson Street

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Signature / Firma / Chữ ký

11/1/2021
Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☐

For / A Favor / Đúng

☒

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Eduardo Navarro, Property owner

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2601 Dodson St

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX 75042

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Eduardo Navarro

Signature / Firma / Chữ ký

11/16/2021

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form Continued – Case Z 21-38

The statements below reflect my (our) opinion regarding the proposed request(s).

Las declaraciones a continuación reflejan mi (nuestra) opinión con respecto a las solicitudes propuestas.

Các tuyên bố dưới đây phản ánh quan điểm của tôi (chúng tôi) về (các) yêu cầu được đề xuất

I believe that there should be a clear balance between housing and ~~anchor~~ there is already plenty of construction happening in phase two of the community. Instead of more housing, the lot should be turned into a park and if anything, more trees should be planted.

I have seen the person who I believe is proposing this to be turned into more houses and ~~all~~ I saw was greed on his face.

PLEASE, don't let that happen.

I hope you read this letter and hope you make the right decision.

Thank you

Eduardo Navarro

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☒

For / A Favor / Đúng

☐

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

William Quach, Property Owner

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2709 Beehtol Street

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland Tx

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Signature / Firma / Chữ ký

11/5/2021

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

From: [Michael Vu](#)
To: [Planning Group](#)
Subject: [EXTERNAL] Case Z 21-38
Date: Tuesday, November 9, 2021 2:52:01 PM
Attachments: [DOC.pdf](#)

Here is my comment form. Thank you.

Michael.

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / AFavor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

MICHAEL VU

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2722 Bechtol St

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Signature / Firma / Chữ ký

11/09/21
Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☐

For / A Favor / Đúng

☒

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Miguel Garcia

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2514 Woodpark Drive

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX ~~75041~~

City, State / Estado de la Ciudad / Thành bang

75044

Zip Code / Código postal / Mã B u Qinh

Miguel Garcia

Signature / Firma / Chữ ký

11/2/2021

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☐

For / A Favor / Đúng

☒

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

REGINA LAMETH BRAWN

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2605 DODSON ST

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland TX 75042

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã Bưu Chính

Signature / Firma / Chữ ký

11-11-21

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Zoning Response Case Comments

Case Number	PC Hearing Date	CC Hearing Date	Planner Name
Z 21-38	November 11, 2021	December 7, 2021	Kimberly Hopkins

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Haseeb Akhtar

Against

11/16/2021
10:00:59 PM

2506 Woodpark Dr

Garland

TX

United States

75044

John Steinbeck

For

11/8/2021
8:49:35 PM

2625 High Cotton Lane

Garland

Texas

United States

75042

Son Nguyen

against

10/31/2021
7:53:52 PM

2701 Dodson St

Raynguyen75@yahoo.com

Garland

Texas

United States

75042

Son Nguyen

against

Case Number	PC Hearing Date	CC Hearing Date	Planner Name
Z 21-38	November 11, 2021	December 7, 2021	Kimberly Hopkins
10/31/2021 7:53:51 PM	2701 Dodson St Garland Texas United States 75042	Raynguyen75@yahoo.com	

Z 21-38

The applicant proposes to allow 13 additional Single-Family Detached Homes at Riverset.

[Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.]



GARLAND

TEXAS MADE HERE

**City Council Meeting
December 7, 2021**

Location: 1902 Patterson Lane

Applicant: Kimley-Horn

Owner: Wilbow - Riverset, LLC

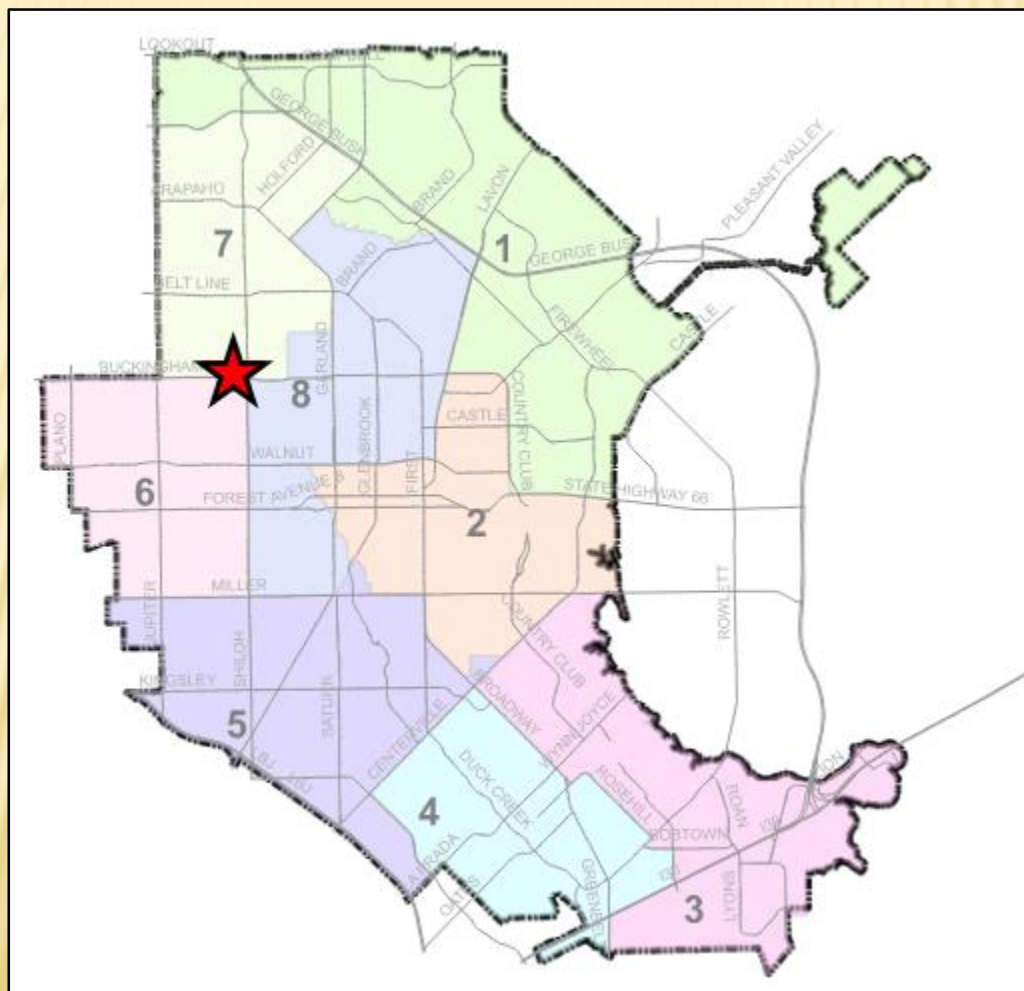
Acreage: 2.904 acres

Zoning: Planned Development (PD) District 17-37



GARLAND
TEXAS MADE HERE

CITYWIDE LOCATION MAP



LOCATION MAP



COMPREHENSIVE PLAN





COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Compact Neighborhoods for the subject property. These areas accommodate uses such as convenience retail (goods and services), office space, and public services. The architectural character and scale of these areas are compatible with adjacent residential development.

This use is compatible with the surrounding area and the Comprehensive Plan.



View of the subject property from
Buckingham Road.



View of the property to the north.



View of the property to the east.

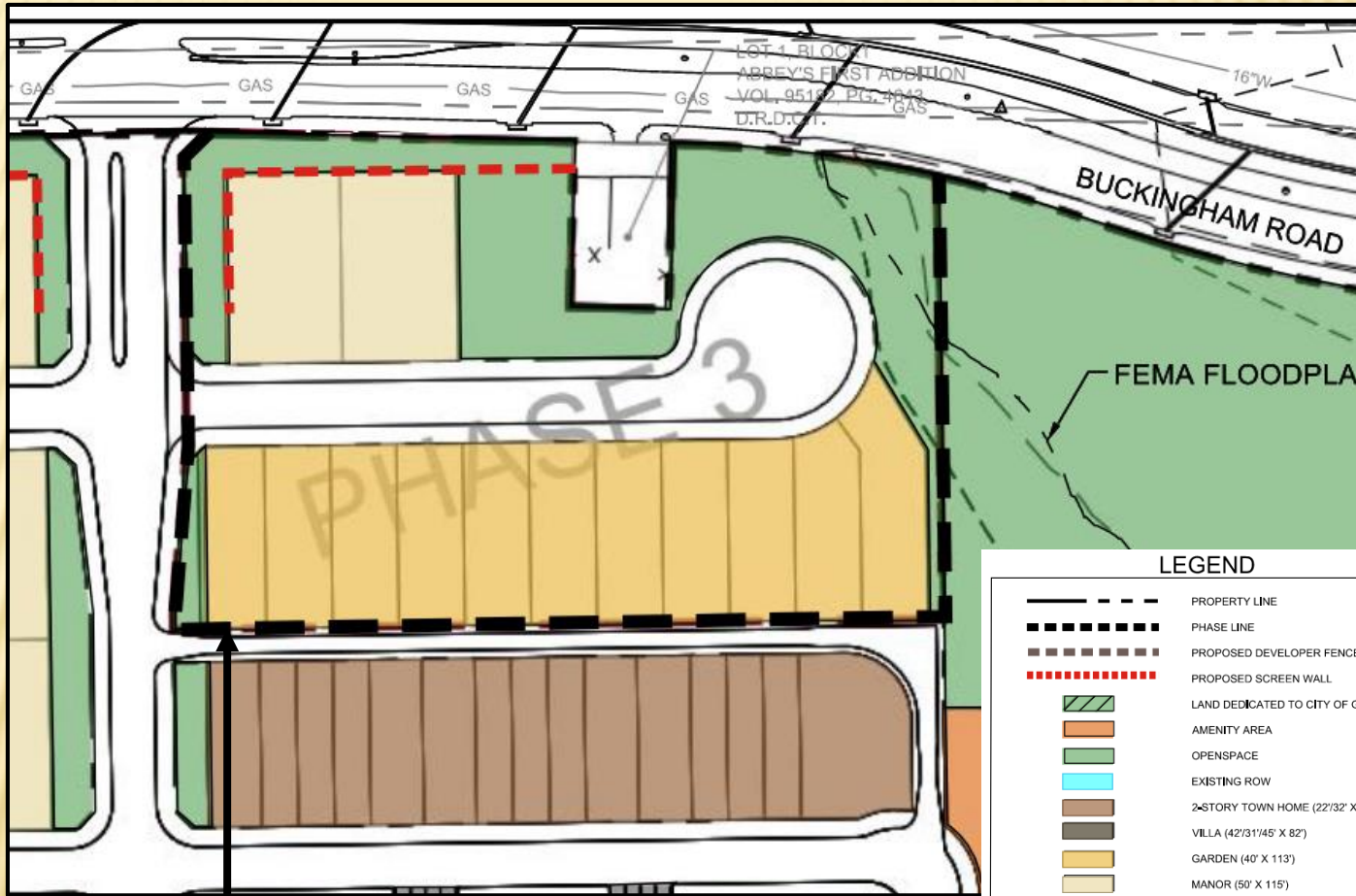


View of the property to the south.

OVERALL PLAN



SITE PLAN

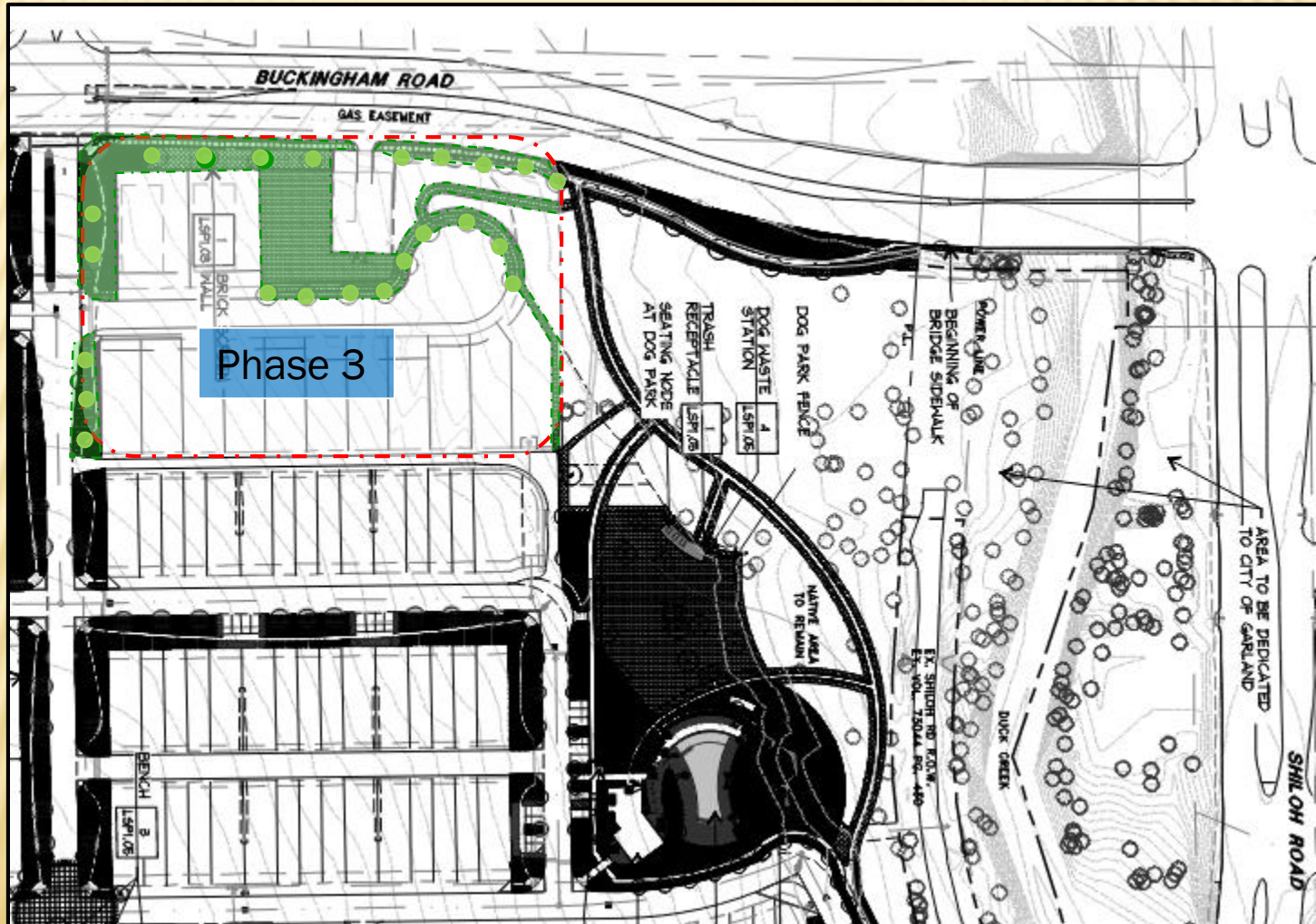


Amendment Area

LEGEND

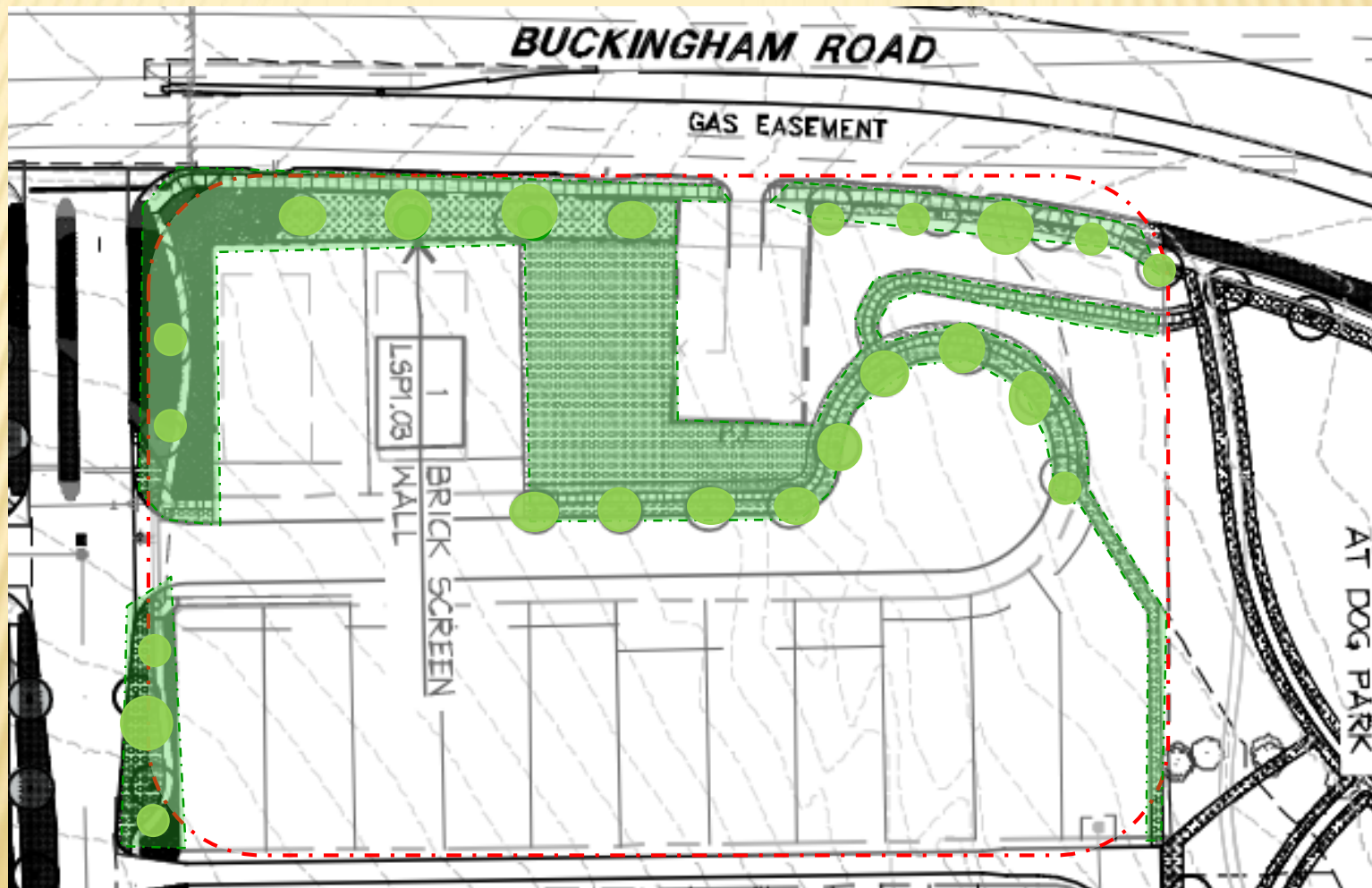
---	PROPERTY LINE
---	PHASE LINE
---	PROPOSED DEVELOPER FENCE
---	PROPOSED SCREEN WALL
---	LAND DEDICATED TO CITY OF GARLAND
---	AMENITY AREA
---	OPENSOURCE
---	EXISTING ROW
---	2-STORY TOWN HOME (22'32" X 100')
---	VILLA (42'31"/45' X 82')
---	GARDEN (40' X 113')
---	MANOR (50' X 115')
---	PROPOSED TURN LANE
---	ALLOWABLE NEIGHBORHOOD OFFICE

LANDSCAPE PLAN





PHASE 3 LANDSCAPE PLAN





ELEVATIONS

Garden Detached Home



Manor Detached Home



CONSIDERATION

No deviations are being requested with this application.



STAFF RECOMMENDATION

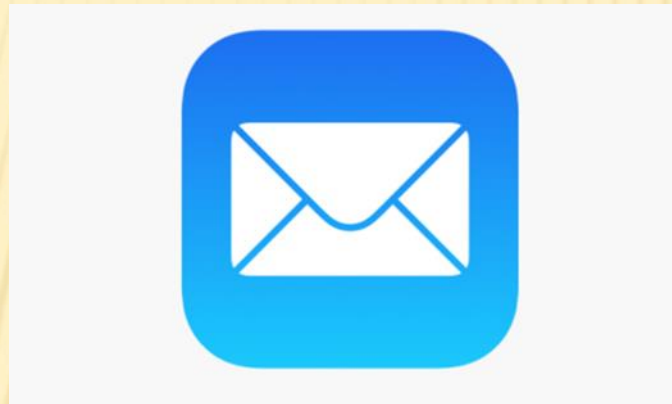
Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

PLAN COMMISSION RECOMMENDATION

On November 11, 2021 the Plan Commission, by a vote of six (6) to zero (0), recommended approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes, and approved an Alley Waiver for two (2) lots.

The Plan Commission, by a vote of six (6) to zero (0), also recommended approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.



Z 21-38

ALLEY WAIVERS

- Alleys are not proposed, all lots would have front vehicular access on a 70-foot right-of-way; and utilities and drainage would be provided through easements.
- Section 3.80 of the GDC requires lots in residential subdivisions of 2 or more lots to be served by an alley.
- Alleys are utilized to facilitate drainage for the subdivision development, provide an area for the placement of utilities, and to provide rear access to a single-family lot.
- Engineering Department reviewed and found the layout is conducive to adequate drainage, meeting City requirements.

-
- ✖ Automated Teller Machine (ATM) - Walk-Up
 - ✖ Church or Place of Worship
 - ✖ Day Care, Youth-Licensed Child-Care Center
 - ✖ Bakery, Retail
 - ✖ Financial Institution
 - ✖ Laundry, Drop-Off
 - ✖ Office, General
 - ✖ Studio, Fitness or Performing Arts
 - ✖ Business and Media Service
 - ✖ Coffee Shop, with or without a drive-through window
 - ✖ Farmer's Market/Seasonal Produce Sales
 - ✖ Restaurants, with or without a walk-up window, with or without outdoor dining. Outdoor dining shall allow mulched or gravel ground surfaces.
 - ✖ Doggie Camp, Dog day care with outdoor yard.
-
- ✖ Allowable uses by a Specific Use Provision shall be:
 - ✖ Cultural Facility
 - ✖ Convenience Store (1,000-5,000sf)
 - ✖ School, Private, Religious or Charter
 - ✖ Grocery or Supermarket under 15,000sf.



GARLAND PLANNING REPORT

City Council Regular Session Agenda

7. b.

Meeting Date: 12/07/2021

Item Title: Z 21-38 Kimley-Horn - Detail Plan (District 6)

Submitted By: Kimberly Hopkins, Development Planner

REQUEST

Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

LOCATION

1902 Patterson Lane

OWNER

Wilbow-Riverset, LLC

PLAN COMMISSION RECOMMENDATION

On November 11, 2021 the Plan Commission, by a vote of six (6) to zero (0), recommended approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes and approved an Alley Waiver for two (2) lots.

The Plan Commission, by a vote of six (6) to zero (0), also recommended approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

STAFF RECOMMENDATION

Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

BACKGROUND

In 2017, City Council approved an amendment to Planned Development (PD) District 15-41 to allow Single-Family (SF-5) Detached Homes and Single-Family (SFA) Attached Homes on a property zoned Planned Development (PD) District 15-41.

Subsequently, an Amended Concept Plan and Detail Plan were approved by City Council in Planned Development (PD) District 17-37 establishing a revised site layout for the overall PD 17-37 area.

The applicant requests approval to allow thirteen (13) additional Single-Family Detached Homes on a 2.904-acre tract designated for Neighborhood Services Uses.

SITE DATA

The overall subject property is one hundred and one (101) acres with approximately 1,800 lineal feet of frontage along West Buckingham Road and 2,500 lineal feet of frontage along North Shiloh Road. The site has access from Buckingham Road and Shiloh Road.

The area of request is approximately 2.904 acres with approximately 400 lineal feet of frontage along West Buckingham Road and 456 lineal feet of frontage along Patterson Lane. The site can be accessed from Patterson Lane.

USE OF PROPERTY UNDER CURRENT ZONING

The subject site is currently zoned Planned Development (PD) District 17-37 and designated for commercial Neighborhood Services. The residential detached homes and residential attached townhomes are located in the remainder of the site with open spaces interspersed throughout, including a centrally located green park. The development includes trails connecting the larger open spaces throughout the community. The portion of the site near the northeast side of the property, near the intersection of Shiloh and Buckingham and entirely within the Duck Creek floodplain, is developed with a public trail maintained by the City.

The applicant is requesting approval to allow thirteen (13) additional Single-Family Detached Homes on a 2.904-acre tract within the Riverset Development.

CONSIDERATIONS

Detail Plan

1. In 2017 a Detail Plan was approved (PD 17-37) which consisted of a total of 590 residential lots, trail patterns, street sections and development standards to be completed in two (2) phases. Additionally, the approved Detail Plan included a lot intended for Neighborhood Services Uses. The applicant has submitted an amended Detail Plan application to propose thirteen (13) additional Single-Family Detached Homes on the lot currently designated for Neighborhood Services Uses. The Neighborhood Services designation allows for light retail and office uses.
2. The Planned Development Standards / Regulating Plan, Detail Plan, and Pattern Book include not only development standards, but also illustrations and diagrams that serve to guide the implementation of the standards for the development of the residential Districts.
3. The Manor and Garden Homes comply with the design requirements of the Planned Development (PD) District 17-37.

- The approved development standards allow a minimum of 5,100 square foot lot for Manor lots.
 - The approved development standards allow a minimum 4,100 square foot lot for Garden lots.
 - The minimum front setback for the Manor homes is fifteen (15) feet, and the Garden homes minimum is ten (10) feet.
4. The proposed landscape layout (Exhibit D) complies with the applicable screening and landscaping regulations of the Planned Development (PD) District 17-37. A six (6)-foot brick soldier course wall is proposed for the Phase 3 development. The six (6)-foot brick soldier course wall is located along Buckingham Road and Patterson Lane.
5. The two (2) “Manor” residential lots to the north would front a seventy (70) foot right-of-way with access to each lot limited to the street front. The eleven (11) Garden Homes would be served by an existing alley. The request did not trigger the need for a traffic impact analysis and the proposal meets all technical requirements.

COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan designates the subject property as Compact Neighborhoods. Compact neighborhoods provide areas for moderate increase in residential density, including townhomes and single-family detached housing. It expands housing options through infill and redevelopment, while continuing walkable development patterns.

These areas provide transitions between traditional residential neighborhoods and higher density residential neighborhoods and non-residential developments. These areas accommodate uses such as convenience retail (goods and services), office space, and public services. The architectural character and scale of these areas are compatible with adjacent residential development.

This use is compatible with the surrounding area and the Comprehensive Plan.

COMPATIBILITY OF REQUEST WITH SURROUNDING ZONING AND LAND USES

The properties to the west and south of the overall subject property are zoned Single-Family (SF-7) District and are developed with single-family detached homes. The property to the north, across West Buckingham Road, is zoned Planned Development (PD) 03-27 District and is developed with single-family detached homes. Also to the north of the property boundaries but remaining south of West Buckingham Road is an existing freestanding antenna. The property to the east of the overall subject property, across North Shiloh Road, are various existing uses including commercial, multi-family, a single-family detached residence, and amenity trails a part of the Planned Development (PD) 17-37 District.

Attachments

Z 21-38 Kimley-Horn (Detail Plan) Attachments
Z 21-38 Kimley-Horn Responses
Z 21-38 Staff Presentation

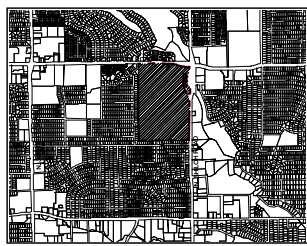
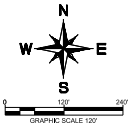


0 70 140 Feet
1 inch = 108 feet

Zoning Map Z 21-38

 INDICATES AREA OF REQUEST

EXHIBIT C



VICINITY MAP
SCALE: 1" = 2,000'



LEGEND

- PROPERTY LINE
- PHASE LINE
- PROPOSED DEVELOPER FENCE
- PROPOSED SCREEN WALL
- NEIGHBORHOOD SERVICES
- LAND DEDICATED TO CITY OF GARLAND
- AMENITY AREA
- OPENSPACE
- EXISTING ROW
- 2-STORY TOWN HOME (22'3/2" X 100')
- VILLA (42'0" X 82')
- GARDEN (40' X 113')
- MANOR (60' X 115')
- PROPOSED TURN LANE
- ALLOWABLE NEIGHBORHOOD OFFICE

Land Use Acreage Summary

Land Dedicated to City of Garland	2.3
Amenity Center	1.2
Open Space (OS)	14.1
Residential Lots / Residential Street ROW	83.5
Total	101.1
Existing City of Garland ROW	1.1

Open Space Acreage Summary

Open Space (OS)	14.1
Land Dedicated to City of Garland	2.3
Total Percent Open Space	16.2%

Lot Type Summary

Phase 1	
2-Story Town Home	99
Villa	70
Garden	58
Manor	65
Phase 1 Total Residential Lots	286
Phase 1 HOA Lots	21
Phase 2	
2-Story Town Home	70
Villa	0
Garden	191
Manor	0
Phase 2 Total Residential Lots	266
Phase 2 HOA Lots	10
Phase 3	
2-Story Town Home	0
Villa	0
Garden	11
Manor	2
Phase 3 Total Residential Lots	13
Phase 3 HOA Lots	2
Total Residential Lots	565

Density Summary (Units per Acre)

Gross	5.0
-------	-----

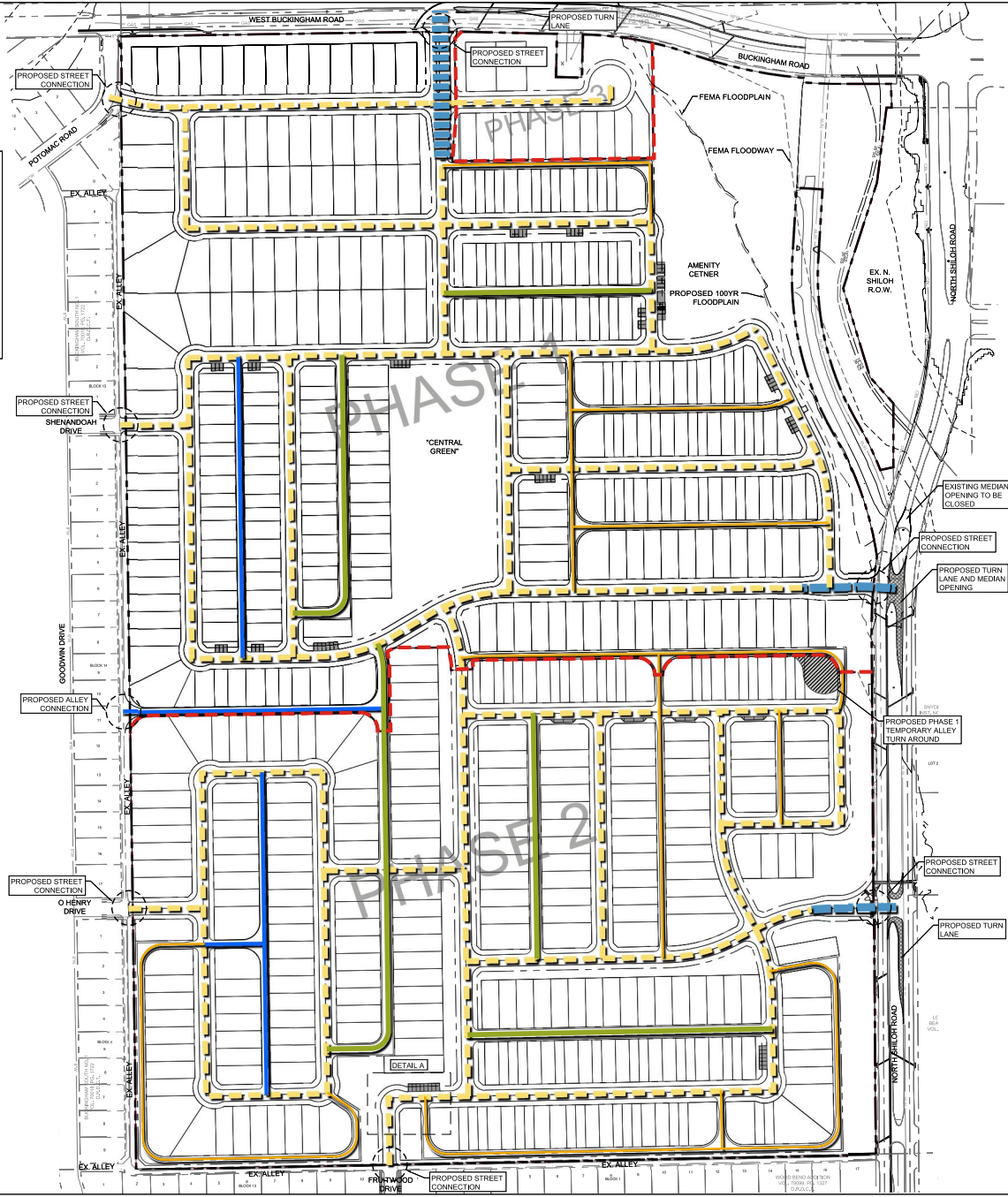
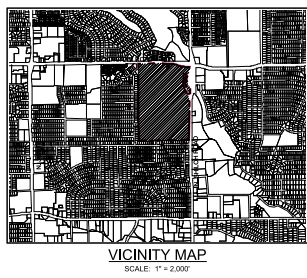
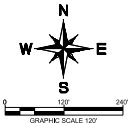
CITY CASE NO. 150611-1 & 20025-2
ZONING: Z 21-38

**DETAIL PLAN
FOR
RIVERSET**

565 RESIDENTIAL LOTS / 33 HOA OPEN SPACES
BEING 101.12 ACRES
OUT OF THE
LEVI TURNER SURVEY, ABSTRACT NO. 1487
IN THE
CITY OF GARLAND, DALLAS COUNTY, TEXAS

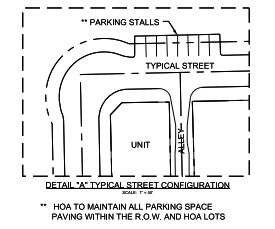
OWNER/DEVELOPER: Wilbur-Smith, LLC 5307 E. Mockingbird Lane Ste. 900 Dallas, TX 75205 (Tel: 972) 855-1343 Contact: Jennifer Rabon	ENGINEER/SURVEYOR: Kimley-Horn 13455 Moor Rd. Two Galleria Office Tower Ste. 700 Dallas, TX 75240 Tel: (972) 770-1300 Contact: RYCE T. ECKENBERGER, P.E.					
DESIGNED RTE	DRAWN BTE	CHECKED MCH	SCALE AS SHOWN	DATE OCT. 2021	PROJECT NO. 260770003	D-1

THIS DOCUMENT, INCLUDING ALL ATTACHMENTS, IS THE PROPERTY OF KIMLEY-HORN & ASSOCIATES, INC. (KHA). IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KHA. ANY UNAUTHORIZED USE OR REPRODUCTION OF THIS DOCUMENT IS STRICTLY PROHIBITED AND WILL BE SUBJECT TO LEGAL ACTION. KHA ASSUMES NO LIABILITY FOR ANY ERRORS OR OMISSIONS IN THIS DOCUMENT. KHA'S LIABILITY IS LIMITED TO THE DESIGN AND PROFESSIONAL SERVICES PROVIDED HEREIN. KHA DOES NOT WARRANT THE ACCURACY OR COMPLETENESS OF THE INFORMATION, OPINIONS, OR CONCLUSIONS CONTAINED HEREIN. KHA'S LIABILITY IS LIMITED TO THE DESIGN AND PROFESSIONAL SERVICES PROVIDED HEREIN. KHA DOES NOT WARRANT THE ACCURACY OR COMPLETENESS OF THE INFORMATION, OPINIONS, OR CONCLUSIONS CONTAINED HEREIN.



LEGEND	
---	PROPERTY LINE
---	PHASE LINE
---	70' DIVIDED ENTRY STREET
---	60' RESIDENTIAL COLLECTOR
---	50' RESIDENTIAL STREET
---	20' RESIDENTIAL ALLEY (10' PAVEMENT)
---	20' VILLA ALLEY (18' PAVEMENT)
---	30' MEWS ALLEY (24' PAVEMENT)
---	PROPOSED PARKING
---	PROPOSED TURN LANE
---	PROPOSED ALLEY TEMPORARY TURNAROUND

Required Parking for Single Family Attached	
Required Parking (1/4 space per lot)	60
Provided Parking (SFA)	66
Amenity Center Parking	12
Total Parking	78

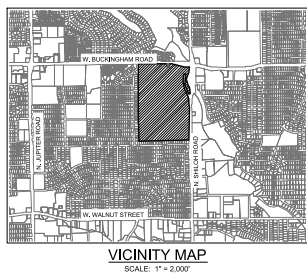
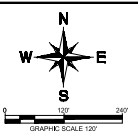


CITY CASE NO. 150611-1 & 20025-2
ZONING: Z 21-38

DETAIL PLAN
FOR
RIVERSET

565 RESIDENTIAL LOTS / 33 HOA OPEN SPACES
BEING 101.12 ACRES
OUT OF THE
LEVI TURNER SURVEY, ABSTRACT NO. 1487
IN THE
CITY OF GARLAND, DALLAS COUNTY, TEXAS

OWNER/DEVELOPER				ENGINEER/SURVEYOR			
Wilbur-Smith, LLC 5307 E. Mockingbird Lane Ste. 900 Dallas, TX 75206 Tel: (972) 855-1343 Contact: Jennifer Rabin				Kimley-Horn 13455 Moor Rd. Two Galleria Office Tower Ste. 700 Dallas, TX 75240 Tel: (972) 770-1300 Contact: RYCE T. ECKENBERGER, P.E.			
DESIGNED	DRAWN	CHECKED	SCALE	DATE	PROJECT NO.	PROJECT NO.	PROJECT NO.
RTE	RTI	MEH	AS SHOWN	OCT. 2021	260779003	260779003	260779003



CITY CASE NO. 150611-1 & 20025-2
ZONING: Z 21-38

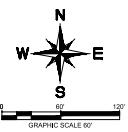
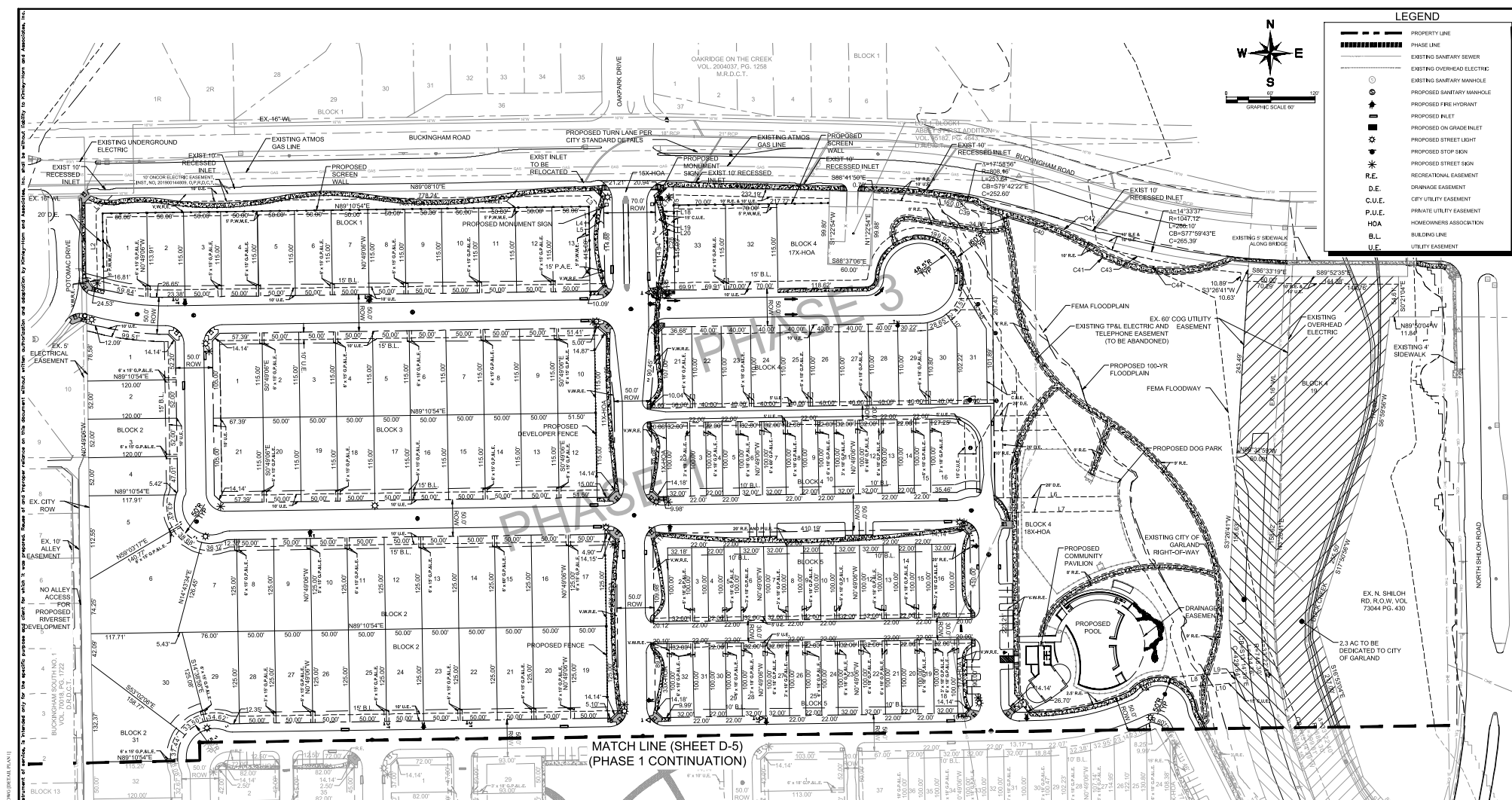
DETAIL PLAN
FOR
RIVERSET

565 RESIDENTIAL LOTS / 33 HOA OPEN SPACES
BEING 101.12 ACRES

OUT OF THE
LEVI TURNER SURVEY, ABSTRACT NO. 1487

IN THE
CITY OF GARLAND, DALLAS COUNTY, TEXAS

OWNER/DEVELOPER				ENGINEER/SURVEYOR			
Wilbur-Smith, LLC 2307 E. Mockingbird Lane, Ste. 900 Dallas, TX 75205 (972) 855-3443 Contact: Jennifer Rabon				Kimley-Horn 13455 Moss Rd., Two Galleria Office Tower Ste. 700 Dallas, TX 75240 Tel: (972) 774-1300 Contact: RYCE T. ECKENBERGER, P.E.			
DESIGNED	DRAWN	CHECKED	SCALE	DATE	IN PROJECT NO.		
RTE	RTT	NEP	AS SHOWN	OCT. 2011	20077069		

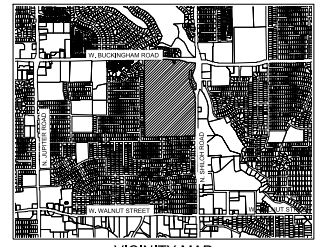


LEGEND	
---	PROPERTY LINE
----	PHASE LINE
----	EXISTING SANITARY SEWER
----	EXISTING OVERHEAD ELECTRIC
----	EXISTING SANITARY MANHOLE
----	PROPOSED SANITARY MANHOLE
----	PROPOSED FIRE HYDRANT
----	PROPOSED INLET
----	PROPOSED ON GRADE INLET
----	PROPOSED STREET LIGHT
----	PROPOSED STOP SIGN
----	PROPOSED STREET SIGN
----	RECREATIONAL EASEMENT
----	DRAINAGE EASEMENT
----	CITY UTILITY EASEMENT
----	PRIVATE UTILITY EASEMENT
----	HOMEOWNERS ASSOCIATION
----	BUILDING LINE
----	UTILITY EASEMENT

THIS DOCUMENT, TOGETHER WITH THE PRELIMINARY PLANS, IS A PRELIMINARY DESIGN AND SHOULD NOT BE USED FOR CONSTRUCTION OR AS A BASIS FOR ANY OTHER DESIGN OR CONSTRUCTION WITHOUT THE WRITTEN CONSENT OF THE ENGINEER OF RECORD.

MATCH LINE (SHEET D-5)
(PHASE 1 CONTINUATION)

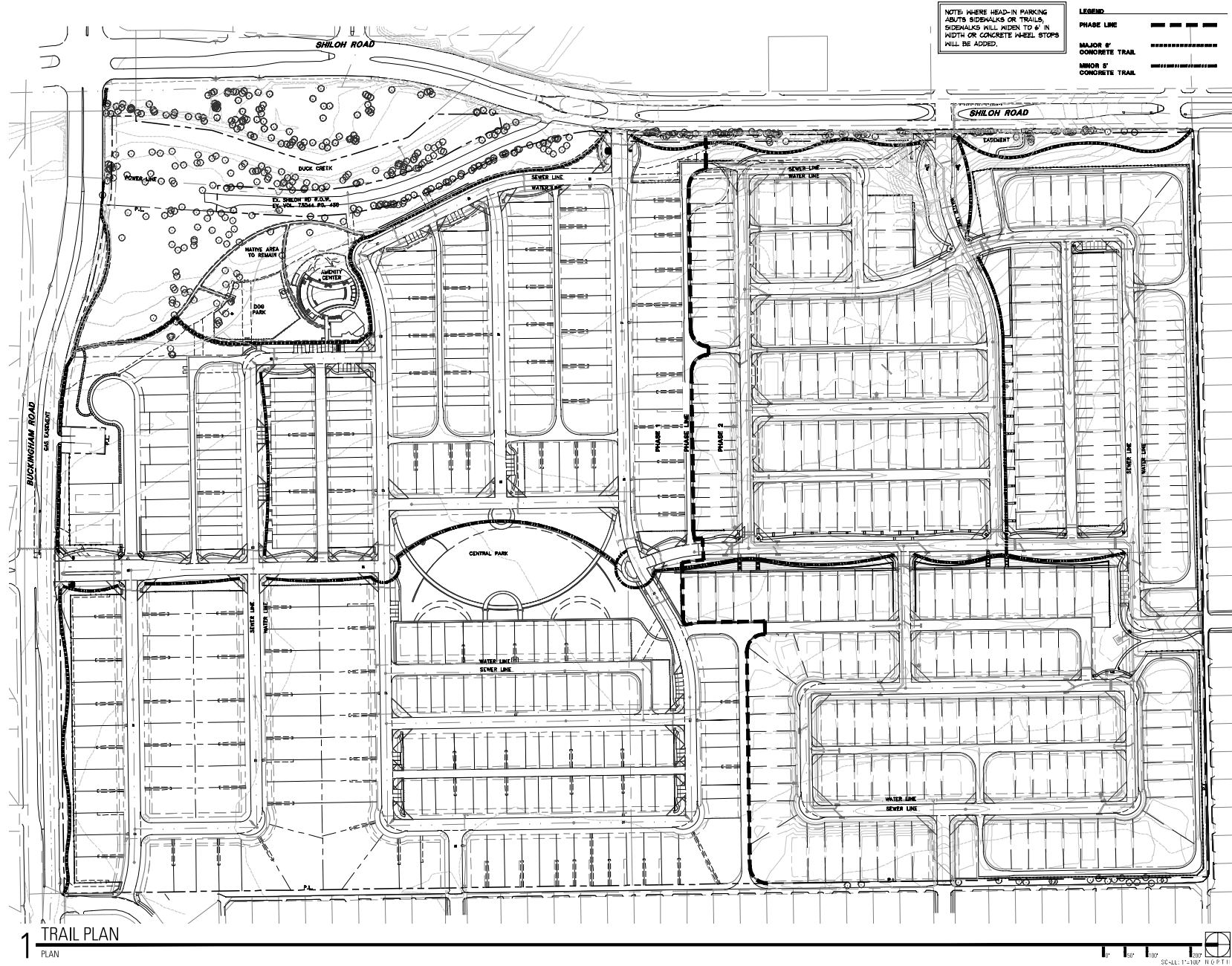
- NOTES
1. HOA TO MAINTAIN ALL PARKING SPACE PAVEMENT WITHIN THE ROW AND HOA LOTS.
 2. ALL FENCES SHOWN ON PLAN ARE TO BE BUILT BY DEVELOPER.
 3. CONTRACTOR TO INSTALL TWO-WAY BLUE REFLECTOR BUTTONS AT CENTERLINE AT ALL PROPOSED FIRE HYDRANT LOCATIONS.
 4. ALL VISITOR PARKING SPACES TO BE MAINTAINED BY HOA.



CITY CASE NO. 150611-1 & 20025-2
ZONING: Z 21-38

OWNER/DEVELOPER Wilbur-Smith, LLC 8307 E. Montclair Lane, Ste. 900 Dallas, TX 75207-1472 855-343-3434 Contact: Jennifer Rabon		BUSINESS SURVEYOR Kinley & Horn 13455 Moor Rd., Two Galleria Office Tower Ste. 700 Dallas, TX 75240 Tel: 972-770-1300 Contact: BRYCE T. ECKENBERGER, P.E.	
DESIGNED RFE	DRAWN BWT	CHECKED MGR	SCALE AS SHOWN
DATE OCT. 2011		PROJECT NO. 2007000	

D-4



TBG

FOR REVIEW ONLY
 Not for regulatory approval
 CITY
 RE-SUBMITTAL
 Meet Mayor 2021
 10/19/2021

Landscape Architects Planners
 2001 Bryan Street, Suite 1450
 Dallas, Texas 75201
 (214) 744-6757 Fax: (214) 744-6785
 Austin Dallas Fort Lauderdale
 Fort Worth Houston San Antonio

Project:
 RIVERSET

CITY CASE
 NO. 150611-1
 FILE NO. Z 17-37
 WILBOW USA

GARLAND, TEXAS

D17247

Designed: JH, MM

Drawn: BD, LW

Reviewed: JH

Date Issued:
 OCTOBER 13, 2021

Revisions:

Sheet Title:
 MASTER TRAIL
 PLAN

Sheet Number:
 LSP 1.00



TBG



Landscape Architects Planners
2001 Bryan Street, Suite 1450
Dallas, Texas 75201
(214) 744-6757 Fax: (214) 744-6755
Austin Dallas Fort Lauderdale
Fort Worth Houston San Antonio

Project:

RIVERSET

CITY CASE
NO. 150611-1
FILE NO. Z 17-37
WILBOW USA

GARLAND, TEXAS

D17247

Designed: JH, MM

Drawn: BD, LW

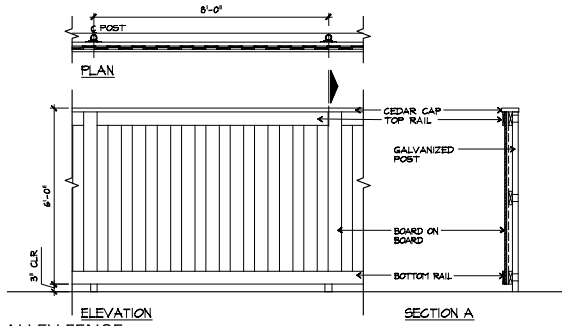
Reviewed: JH

Date Issued:
OCTOBER 13, 2021

Revisions:

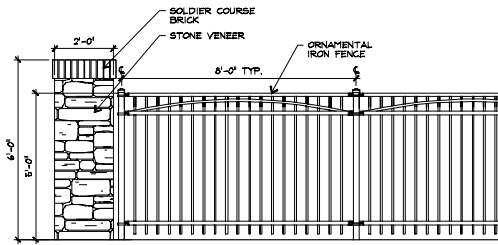
Sheet Title:
SITE DETAILS

Sheet Number:
LSP 1.03



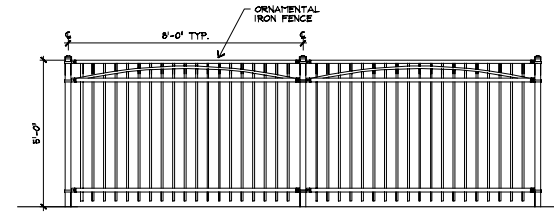
6 ALLEY FENCE

SCALE: 1/2"=1'-0"



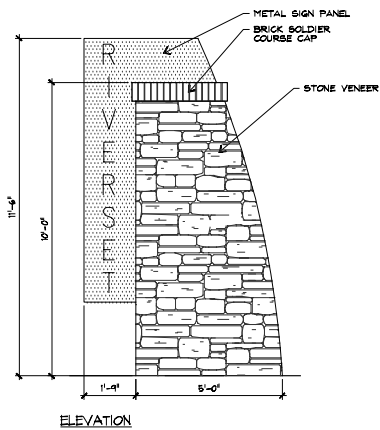
3 SIDE YARD FENCE WITH COLUMN

SCALE: 1/2"=1'-0"



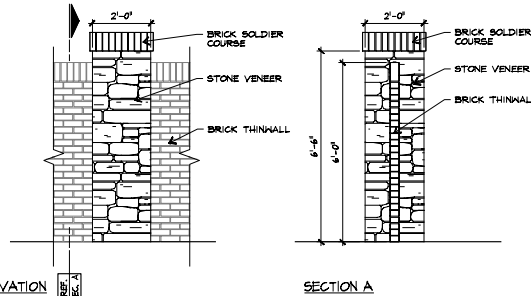
2 SIDE YARD FENCE

SCALE: 1/2"=1'-0"



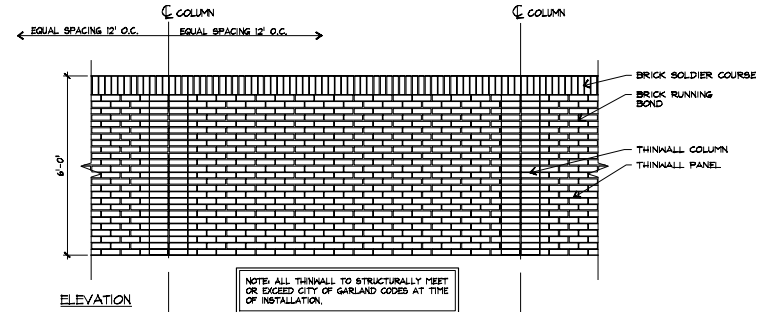
5 ENTRY MONUMENT

SCALE: 1/2"=1'-0"



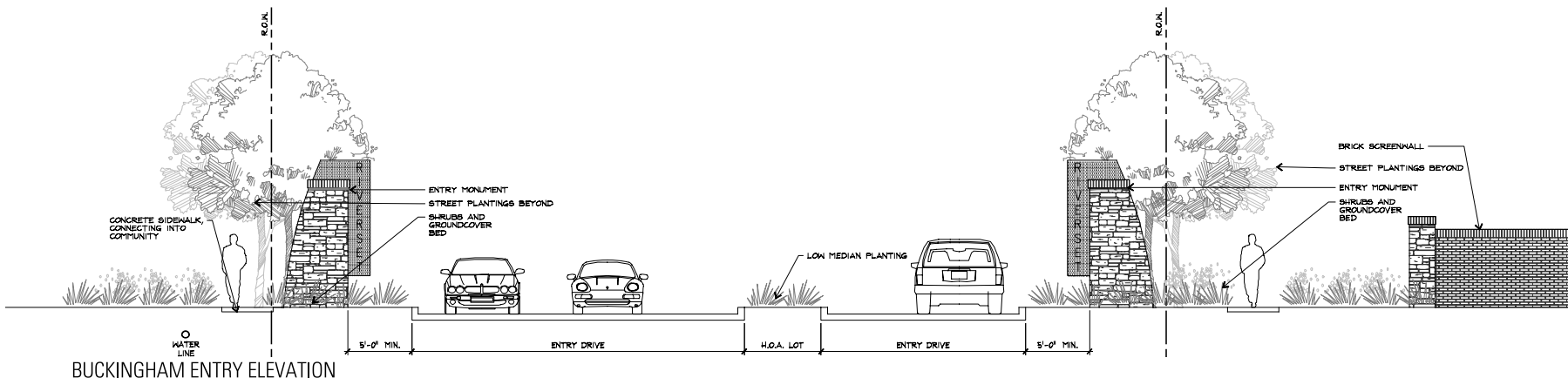
4 COLUMN

SCALE: 1/2"=1'-0"



1 THIN WALL: PERIMETER FENCE @ SHILOH & BUCKINGHAM

SCALE: 1/2"=1'-0"



BUCKINGHAM ENTRY ELEVATION

SCALE: 1/4"=1'-0"



Landscape Architects Planners
2001 Bryan Street, Suite 1450
Dallas, Texas 75201
(214) 744-6757 Fax: (214) 744-6785
Austin Dallas Fort Worth • Fort Lauderdale
• Houston • San Antonio

Project:
RIVERSET

CITY CASE
NO. 150611-1
FILE NO. Z 17-37
WILBOW USA

GARLAND, TEXAS

D17247

Designed: JH, MM

Drawn: BD, LW

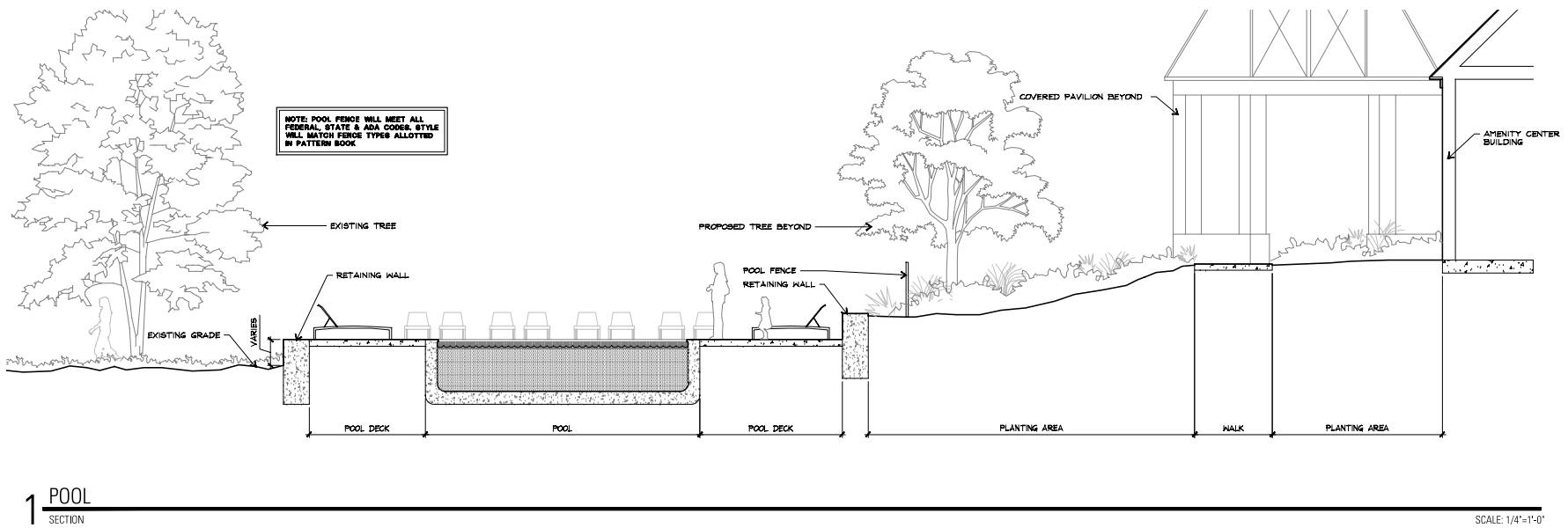
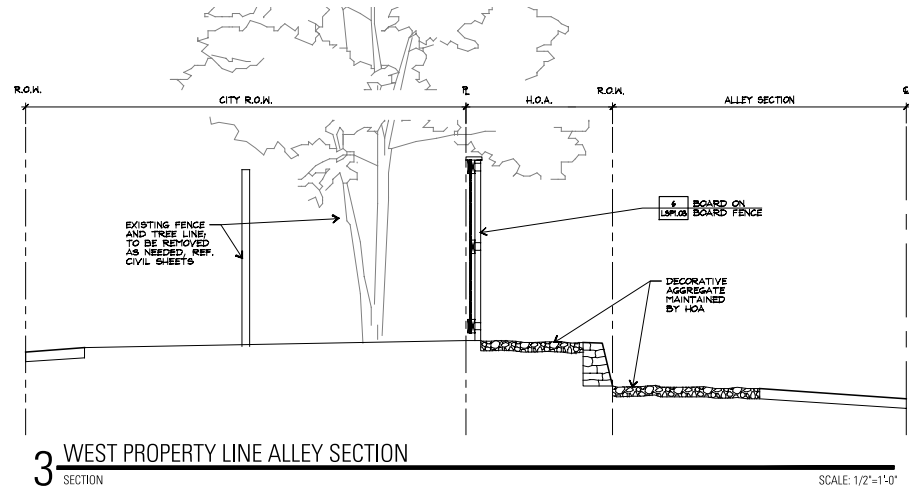
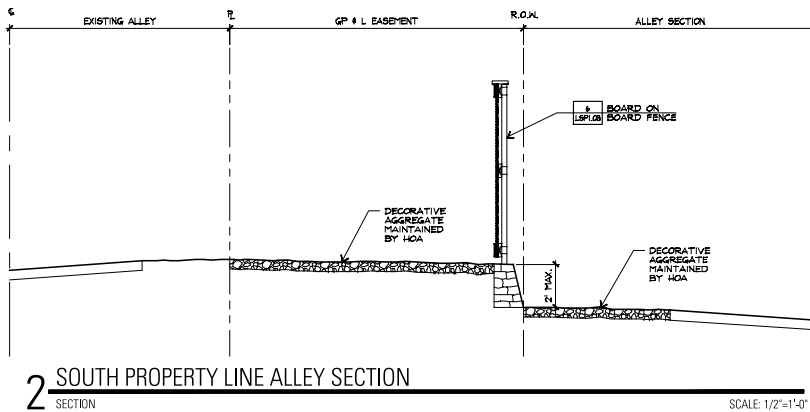
Reviewed: JH

Date Issued:
OCTOBER 13, 2021

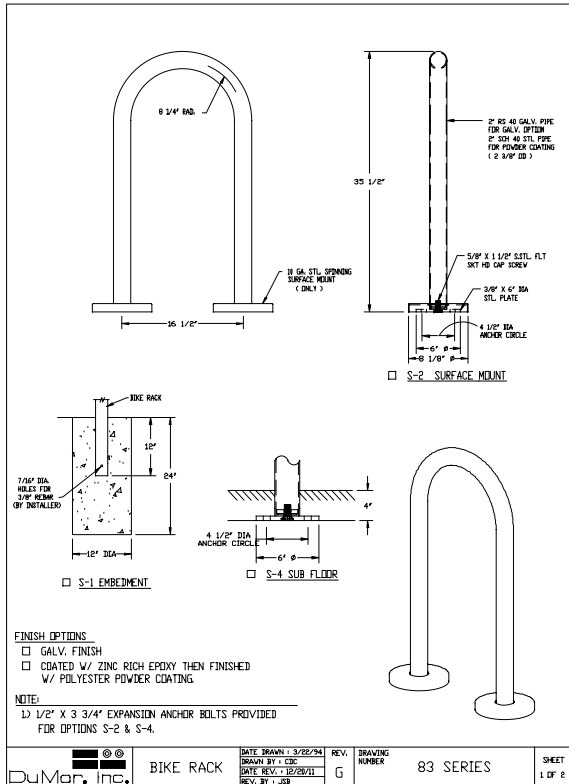
Revisions:

Sheet Title:
SITE DETAILS

Sheet Number:
LSP 1.04



Z:\Ting\Garland Vyrick - 027527\100 Development\05 Pattern Book\04 CADD\02 Sheets\017247-1.SPF-0.dwg

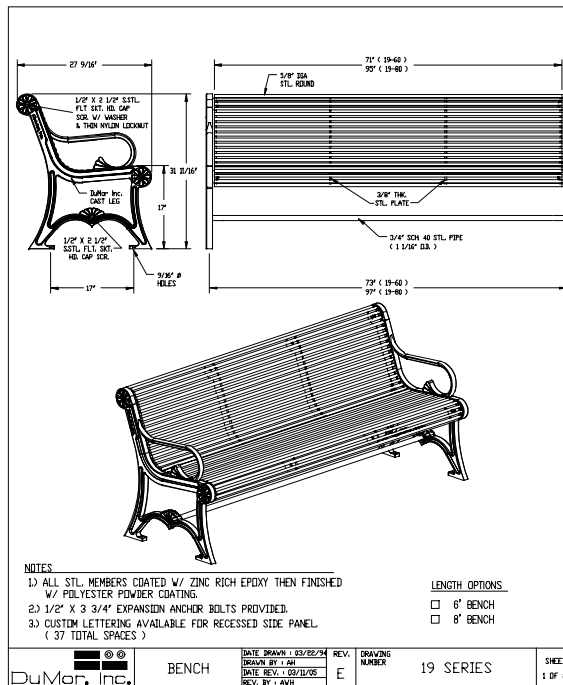


5 BIKE RACK (DUMOR - LOOP BIKE RACK 83)

SCALE: 1"-1'-0"

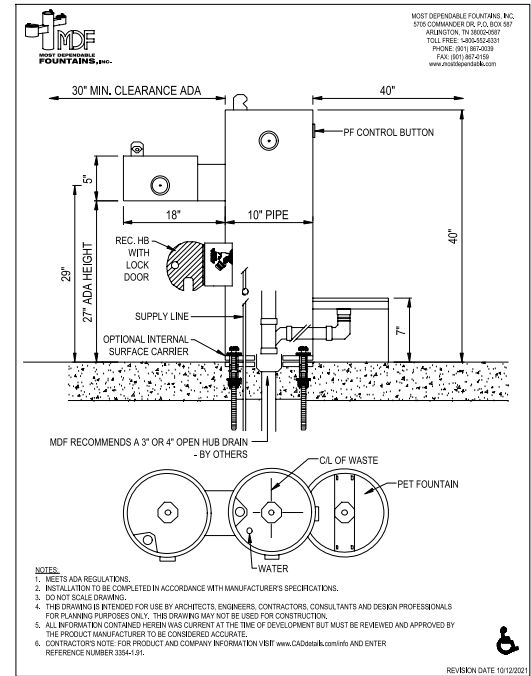
4 DOG WASTE STATION

SCALE: 1"-1'-0"



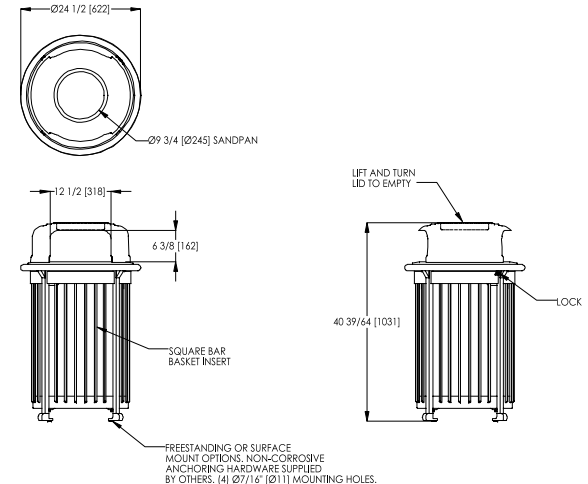
3 BENCH (DUMOR - BENCH 19)

SCALE: 1"-1'-0"



2 DOG WATER FOUNTAIN (MDF INC. MODEL 440 SM-FA)

NOT TO SCALE



1 TRASH RECEPTACLE (LANDSCAPE FORMS - SCARBROUGH)

SCALE: 1"-1'-0"



TBG



Landscape Architects Planners
2001 Bryan Street, Suite 1450
Dallas, Texas 75201
(214) 744-0757 Fax: (214) 744-0755
Austin Dallas Fort Lauderdale
Fort Worth Houston San Antonio

Project:
RIVERSET

CITY CASE
NO. 150611-1
FILE NO. Z 17-37
WILBOW USA

GARLAND, TEXAS

D17247

Designed: JH, MM

Drawn: BD, LW

Reviewed: JH

Date Issued:
OCTOBER 13, 2021

Revisions:

Sheet Title:
SITE DETAILS

Sheet Number:

LSP 1.05

Z:\Ting\Garland_Vyrick\027247\02_Development\05_Pattern_Book\04_CAD\02_Sheets\017247-1_SPT-00.dwg



2 STREET LIGHT (KIM LIGHTING - ERA HERITAGE)

NOT TO SCALE



1 BRANDON INDUSTRIES SIGNAGE

NOT TO SCALE



Landscape Architects Planners
2001 Bryan Street, Suite 1450
Dallas, Texas 75201
(214) 744-6757 Fax: (214) 744-6765
Austin Dallas Fort Lauderdale
Fort Worth Houston San Antonio

Project:
RIVERSET

CITY CASE
NO. 150611-1
FILE NO. Z 17-37
WILBOW USA

GARLAND, TEXAS

D17247

Designed: JH, MM

Drawn: BD, LW

Reviewed: JH

Date Issued:
OCTOBER 13, 2021

Revisions:

Sheet Title:
SITE DETAILS

Sheet Number:
LSP 1.06

Riverset

(Wyrick tract)

File# Z-21-38

A Master-Planned
Community Garland, Texas

Planned Development Standards / Regulating Plan

I. Purpose Statement: Applicable Regulations.

To establish a quality master planned multi-phase and multiple product residential community for the property described by metes and bounds on Exhibit “A” (the “Property”) of this PD Ordinance with a strong “Sense of Place” consisting of a diverse collection of detached and attached homes arranged in “districts” within walkable distance to open spaces. The Planned Development will have a conscientious street typology with short blocks and meandering grid to discourage traffic speeds and calm traffic. The range of housing choices is to appeal to a broad range of people of different ages and life stages with a consistent level of quality, architectural embellishments, landscape standards, and an extensive system of private and public open spaces. These open spaces will feature “paseos” which are promenades of open green space where homeowners may stroll leisurely to central and dispersed recreational amenities. These paseos can anticipate future connections to a city wide trail system along thoroughfares and Duck Creek. Allowances for the inclusion of a small neighborhood retail area at the community’s main entrance may attract a daycare and/or a café/coffee shop. This area is envisioned for the community to supplement household needs for socialization and support. A private community amenity center is planned as well as a neighborhood gathering place. Public trails and meandering landscaped greenbelts will buffer the community along the road perimeters.

Development and use of the Property shall comply with the Garland Development Code as it existed on the date of its adoption on May 19, 2015 (the “Development Code”) and this PD ordinance. In the event of a conflict between the Development Code and this PD Ordinance, this PD ordinance shall control.

II. Community Features.

The hardscape within the community shall include entry monuments, community signage and a way-finding program which shall be of uniform materials and permitted within medians and rights of way at the discretion of the Director of Engineering and with an executed License Agreement for any signs located within the right of way. Monuments may be up to twelve (12) feet in height. Signs shall not be within the sight visibility triangles.

A mandatory homeowners association shall be established to own and maintain the open spaces, common areas, greenbelts, and paseos; all landscape improvements; dog parks and dog waste stations, perimeter masonry and tubular steel fencing; entry monuments and signage; and an amenity center/clubhouse and swimming pool(s). The homeowners association shall maintain on street parking spaces within a street right-of-way and any parking spaces located within a common area lot. All amenity structures shall comply with the residential construction standards herein. No parking shall be required for any amenity use or structure.

Trails and sidewalks shall be constructed within a pedestrian access easement and owned and maintained by the HOA.

Duck Creek 100 year floodplain shall be designated as a public drainage easement within the Public Parkland dedication. Maintenance responsibility shall be identified on the plat using the City of Garland Standard drainage easement inscription.

III. Street Trees.

To beautify the community's streets, to promote traffic calming, lower summer temperatures over sidewalks and to create attractive pedestrian environment to encourage walking, street trees will be planted in the parkways, the area between the sidewalk and back of curb. Tree species and planting specifications shall be approved as shown on the Detail Plan. Tree maintenance shall be the responsibility of the homeowner's association, and a minimum eight-foot clearance shall be maintained between the sidewalk and overhanging tree limbs at maturity. Street trees shall count as mitigation trees. The general locations and number and species of trees to be planted in the public rights of way to be installed by homebuilders will be generally as shown in the landscape plans that are made a part of the civil plans. Approved tree species shall not require root barriers. The location of street trees in the parkway portions of rights of way and other landscaping on lots or common areas employed to screen utilities may encroach in utility easements to achieve their purposes. These locations shall be permissible.

IV. Non-Residential Land Uses.

The following uses are permitted on a maximum of ten acres within the Property for limited business, service and medical uses per the Neighborhood Office District (NO) generally in the location shown on Exhibit C. Allowable uses by right shall be:

Automated Teller Machine (ATM) - Walk-
Up Church or Place of Worship
Day Car, Adult
Day Care, Youth- Licensed Child-Care
Center Post Office
Medical and Dental
Office/Clinic Business and
Media Service Financial
Institution
Office-General

Allowable uses by a Specific Use Provision shall be: School, Private, Religious or Charter
Veterinary Clinic-Small Animal (indoors only) Pharmacy (with drive-through or window) Pharmacy (without drive-through or window) Studio-Fitness or Performing Arts

Such uses shall have:

1. The building height for a pitched roof building shall be a maximum of 35 feet.
2. Any mechanical equipment including roof top equipment shall be screened from residential districts either by fencing, landscaping or rooftop screening as applicable.

The following shall apply to the Neighborhood Offices District:

3. Landscaping and screening shall otherwise comply with the requirements for non-residential development in Chapter 4, Article 3 of the Development Code.
4. The building height for a pitched roof building shall be a maximum of 35 feet.
5. The front, rear and side building setbacks adjacent to any internal street shall be a minimum of 20 feet.
6. Any mechanical equipment including roof top equipment shall be screened from residential districts either by fencing, landscaping or rooftop screening as applicable.

- a. If any of the property is developed under the Neighborhood Office uses, after approval of its Detail Plan(s) by the City, its tract frontage along Shiloh Road shall be planted generally consistent with the Detail Plan perimeter tree planting with tree planting at fifty (50) feet on center. The tract shall also connect and extend the 6ft wide concrete perimeter trail along its thoroughfare frontage. Should the tract be subdivided, then at the time of development of each tract, its respective thoroughfare frontage shall be improved with trees and trail. In addition, any internal street frontage shall be improved with sidewalk and street trees of species and spacing consistent with the Pattern Book.

V. Residential Land Uses.

Single family attached residences, single family detached residences, and accessory uses are permitted by right, in accordance with the Detail Plan layout. In addition, the following ancillary uses and structures are permitted by right within the PD: private community swimming pools; splash parks; indoor and outdoor recreational and athletic facilities and events; social clubhouses and their related facilities; community gardens; outdoor amphitheater; and dog parks. One or more of these ancillary uses and structures shall satisfy the amenity requirements for townhouses in Section 2.37(K)(4) of the Development Code. Each single family attached and detached residence shall have a minimum of two enclosed parking spaces. A diagram of each Lot Type is illustrated on page D-8 of the Detail Plan and location as shown on page D-1 of the Detail Plan.

A. SFA. Single Family Attached (Townhouses):

1. Generally

Temporary marketing and sales offices shall be permitted in connection with attached single family development so long as units are owned by a builder.

The architectural style and scale of the proposed attached single family residential units shall be in accordance with the Pattern Book. To achieve Craftsman style architecture and American colonial style architecture and all other styles in the Pattern Book, attached residential residences may incorporate non-masonry HardiPlank lap siding, cementitious shake shingle, or cementitious sheet material and cementitious trim components for such treatments as Board and Batten siding to achieve the overall 80 percent masonry requirement. The side elevation of any end unit shall have 100 percent masonry on the ground floor except for architectural features and areas under a porch. Cementitious sheet material shall be allowed with trim components for chimney stacks.

The architecture for the townhouses will be representative of the elevations as described in the Pattern Book.

The requirement for a minimum aggregate common area of at least ten percent of the gross platted area for an attached single family development shall be satisfied at the time of full build out of all attached single family development within the Property, and is not required to be met with each individual phase of attached single family development. However, Phase 1 satisfies the open space requirement for the entire development.

Development of attached single family residences shall comply with the SFA Single Family Attached (Townhouse) base zoning district in Section 2.37 of the Development Code, subject to the changes noted above and the following changes:

Except as otherwise provided below for villas, attached single family residences shall comply with Table 2-4 of the Development Code for all SFA lot types, subject to the following changes:

Special Side Setbacks.

For end dwelling units that abut a common area lot rather than an alley or street right of way, the minimum side yard setback adjacent to the common area lot shall be five feet. The minimum side yard setback for an end dwelling unit that abuts an alley or street right of way shall be ten feet.

Driveway Depth.

Driveway depth shall either be 18 feet or greater in length or five feet in depth (driveway apron) as measured from the alley or mews lane right of way to the garage. The five foot setback or “garage build to line” is only allowed when the lot is adjacent to an alley with a pavement width of 18 feet or greater. No garages shall enter from the fronting street except that as shown on the Detail Plan at the south project entry from Shiloh, in order to achieve mews townhomes at this entry, six (6) townhouses may use the street abutting the rear of the lots (the north lot lines) to access the garages. The driveways shall be a minimum of 18ft in depth in this application and street trees shall be exempt across the portion of the street abutting these six lots.

Minimum Lot Width, Depth, and Size.

The minimum lot width shall be 22 feet. The minimum lot depth shall be 90 feet. The minimum lot size shall be 2,000 square feet.

Minimum House Size.

The minimum air conditioned area within each residence shall be 1,400 square feet.

Maximum Lot Coverage.

Lot Coverages shall not apply to any Townhouse or Villa residential lots.

Rear Yard Setback.

The minimum rear yard setback shall be five feet from the rear facade of the residence to the alley right-of-way.

2. Villas

The PD envisions an attached townhouse or “Villa” typically with second floor bonus rooms incorporated under the first floor roof line. They are rear entry, and generally have front yard semi-private courtyards or covered porches and are oriented to the front for their outdoor living area. Being predominately one story, they are wider than two story townhouses.

For the villa houses the following shall apply:

Driveway Depth.

Driveway depth shall be either five feet in depth (driveway apron) as measured from the alley or mews lane right of way to the face of the garage or eighteen feet or greater. No garages shall enter from the fronting street.

Minimum Lot Width, Depth, and Size.

The minimum lot width shall be 30 feet, the minimum lot depth shall be 75 feet, and the minimum lot size shall be 2,250 square feet.

Minimum House Size.

The minimum air conditioned area within each residence shall be 1,300 square feet.

Rear Yard Setback.

The minimum rear yard setback shall be five feet from the façade of the residence to the alley right of way.

B. SF-5. Single-Family Detached District:

1. Generally

The architectural styles and scale of the proposed detached single family residences shall be in accordance with the Pattern Book, otherwise development of detached single family residences (including zero lot line residences or Garden homes) shall comply with the SF-5 base zoning district in Sections 2.34 and 2.36 of the Development Code, subject to the following changes:

Driveways.

Driveway depth shall be 18 feet or greater as measured from the street or alley right of way to the face of the garage door. Refer to page D-8 of the Detail Plan.

Masonry Construction.

To achieve Craftsman style architecture and American colonial style architecture and all other styles in the Pattern Book, single family detached residences may incorporate non-masonry HardiPlank or similar lap siding, cementitious shake shingle, or cementitious sheet material and cementitious trim components for such treatments as Board and Batten siding to achieve the overall 80 percent masonry requirement. Cementitious sheet material shall be allowed with trim components for chimney stacks.

Maximum Lot Coverage.

Lot Coverages shall not apply to any Manor or Garden residential lots.

Garages.

The face of a garage door must be located at least 18 feet from the street or alley right-of-way line that the garage door faces, and at least 24 feet from any interior property line that the garage door faces.

2. Manor Homes

The PD envisions a limited number of family oriented traditional homes with back yards. These are called “Manor Homes.” These residences are based on SF-5 but with larger required home size and allowances for architectural enhancements to the street realm. They are shown on page D-1 of the Detail Plan.

For Manor houses the following provisions shall apply in addition to those noted above in this Section V.B.1:

Minimum Lot Width, Depth, and Size

The minimum lot width shall be 50 feet. The minimum lot depth shall be 100 feet. The minimum lot size shall be 5,100 square feet.

Minimum House Size.

The minimum air conditioned area within each residence shall be 2,000 square feet.

Front Yard Setback.

The minimum front yard building setback shall be 15 feet. Front porches and architectural features such as stoops, overhangs, courtyard walls, masonry chimneys and bay windows may extend into the front yard a maximum of five feet. For front entry garages, the minimum distance between a garage door and the right-of-way line shall be 18 feet.

Side Yard Setback.

The minimum side yard building setback shall be five feet. A side yard adjacent to a street on a corner lot shall be a minimum of ten feet; however, any garage door accessed from the side street shall be a minimum of 18 feet from the right of way.

Rear Yard Setback.

The minimum rear yard building setback shall be 15 feet (excluding any porches or projecting architectural features). If a rear entry garage is provided, there shall be a minimum of 18 feet from the garage door to the alley right-of-way. The minimum rear yard building setback for a

detached front entry garage, granny flat, or other accessory structure shall be five feet. A front entry detached garage may be connected to the main structure with a canopy roof breezeway, in which case the minimum rear yard building setback for the detached garage shall remain five feet. This same setback shall apply to porches and trellises and other projecting architectural features.

Maximum Height.

The maximum building height shall be 2.5 stories or 40 feet. For any detached garage, granny flat or ancillary structure, the maximum building height shall be 30 feet.

Garages.

Detached garages are permitted. Houses may have front, side, or rear entry garages. Front entry garages located on lots that are 55 feet or greater in width shall (1) be located on the front of the residence with a “j-swing” entry such that garage doors are perpendicular to the fronting street; (2) be street-facing front entry garages, or (3) be located in the rear of the lot and accessed with a drive that enters from the front of the lot. All front entry garages are required to have a garage door that is set back at least three feet behind the front facade of the house, including porches or other architectural projections. All garage doors facing a street shall be clad in stained wood or be dimensional steel embossed panel with decorative hardware.

Alley Waiver.

It is the intention of the PD that alleys are permitted, but not required for the Manor house only. If an alley abuts a lot with a manor home, the builder may elect to construct either a front entry or rear entry house however; all houses on a particular block shall be consistently front or rear entry except that corner lots may utilize the side street for garage access. An alley waiver will be submitted to the Director of Planning during the Detail Plan stage.

Granny Flats.

A maximum 600 square foot air-conditioned space in a detached structure for “granny flats” is permitted to be used as a multi-generational living space, guest quarters, or home office space so long as the business does not draw commercial traffic to the property. Such space shall be metered on the same water, sewer and utility meters as the main residence and shall meet the same masonry requirement as the main structure. Such units shall not be permitted or used in a manner to make these lots Two-Family or Multi-Family uses as defined by the GDC Article 4, Division 2, Sections 2.38 and 2.39 respectively.

3. Garden Homes

The PD envisions “Garden Homes” to appeal to homeowners who desire less yard and lower maintenance living. These homes may be constructed in the center of the lot or along one side, commonly referred to as a “zero-lot line” house in Section 2.36(c) of the Development Code. These homes shall be rear entry. Refer to page D-1 of the Detail Plan.

For Garden Homes, the following provisions shall apply in addition to those noted above in this Section V.B.1:

Minimum Lot Width, Depth, and Size.

The minimum lot width shall be 36 feet. The minimum lot depth shall be 100 feet. The minimum lot size shall be 4,100 square feet.

Minimum House Size.

The minimum air conditioned area within each residence shall be 1,700 square feet.

Maximum Height.

The maximum building height shall be 2 stories or 40 feet.

Front Yard Setback.

The minimum front yard building setback shall be ten feet. Front porches and architectural features such as stoops, overhangs, courtyard walls, masonry chimneys and bay windows may extend into the front yard a maximum of five feet.

Side Yard Setback.

The minimum side yard building setback shall be either five feet on each side or these lots shall have a designated “zero” setback line on the Plat of one to three feet in width and a corresponding side yard setback of nine to seven feet in width such that houses have a minimum of ten feet of separation. On zero lot line lots, the plat shall designate a three-foot wide maintenance easement on each lot to the benefit of the adjacent lot. The “zero side” elevation of any house shall be limited to clerestory windows above six feet from the floor or glass block. A side yard adjacent to a street on a corner lot shall always have a minimum ten-foot side yard building setback.

Rear Yard Setback.

The minimum rear yard building setback shall be 12 feet from the rear facade of the residence (excluding porches and projecting architectural features) to the alley right-of-way, and 18 feet from the garage to the alley right-of-way.

VI. General Conditions.

- A. The community is envisioned to be developed in two or more phases to deliver a staged offering of different housing types over time (and anticipating later phased commercial development with individual site plans). Additionally, the goal is to adjust to market tastes and preferences. Lot types are envisioned to ensure a diverse housing mix. Final lot counts for each type will be determined the phase's Final Plat and *generally consistent* with the Detail Plan. No individual phase is required to encompass all lot types. Individual phases will be *generally consistent* with the overall Detail Plan, but are permitted flexibility for lot type allocations. Maximum density for residential development within the Property shall not exceed six units per gross acre within the Property. As development will occur in phases, changes in the residential lot mix of Detail Plan that do not exceed the overall residential density of the Detail Plan are permitted without need for additional city approval to accommodate changes in market conditions, subject to compliance with these PD regulations.
- B. For the purposes of determining compliance with the lot width requirements, lot widths shall be measured at the rear of the required front yard as shown on the Final Plats.
- C. The PD envisions a street typology necessary to create safe streets conducive to a pedestrian environment. The street typology identifies a specific alley section to different lot types and conditions. For example, if a lot fronts onto a common area rather than a street, the alley type is a mews lane which provides fire lane access. Please refer to page D-8 of the Detail Plan.
- D. Certain streets such as those that front common areas may be designed to accommodate parking. As such, designated on-street parking spaces shall count towards guest parking requirements for attached single family residences. Guest parking may also be located in common area lots at the ends of blocks or alley returns onto streets, provided they do not hinder visibility. The City shall issue a license agreement with the homeowners association for on-street parking spaces.

- E. Any lot type may front onto a common area in lieu of a public street, in which the common lot line shall serve as the front property line for purposes of minimum front yard building setbacks and the lot shall be alley-served with a mews type alley as shown on page D-2 of the Detail Plan.
- F. Each townhouse or villa building shall satisfy the requirement to be within 150 feet of hose lay length from a street or fire lane except as approved by the City Fire Department as shown on page F-1 of the Detail Plan and 400 feet to a fire hydrant.
- G. Sidewalks may be located outside of the public right-of-way if located within an adjacent open space lot with a pedestrian access easement to provide for meandering sidewalks and trails that may be located within adjacent common area lots or to preserve existing trees along perimeter roads.

VII. Residential Landscape Requirements.

The following requirements apply to residential development:

- A. Each attached and detached single family residence shall have an irrigation system in the front yard and street corner side yard with a freeze sensor regulator shut off.
- B. Each Manor Home and Garden Home lot shall have a minimum of one shade tree that is at least three inches in caliper planted in the front yard or the parkway in front of the home as shown on in the Pattern Book and civil plans, and every corner lot with a Manor Home or Garden Home shall have at least two shade trees that are a minimum of three inches in caliper in the side street parkway. If the lot fronts or sides onto a common area lot, the front yard and side yard tree requirements may be satisfied with the trees located in the adjacent greenspace. No other front yard or side yard tree planting requirement shall apply to a Manor Home or Garden Home. Compliance with the front yard or street requirements shall be generally consistent with the tree planting plans that are a part of the civil plans. Each Manor Home shall have at least one understory tree or shade tree planted in the back yard. No other back yard tree planting requirement shall apply to a Manor Home.
- C. Each attached single family Villa shall have a minimum of one shade tree that is at least three inches in caliper planted in the parkway in front of the home, and every corner lot with a villa shall have at least one shade tree that is a minimum of three inches in caliper planted in the street side yard. If the lot fronts or sides onto a common area lot, the front yard or side yard tree requirements may be satisfied with the trees located in the adjacent greenspace. No other front yard or side yard tree planting requirement shall apply to a villa. Compliance with

these provisions shall be generally consistent with the tree planting plans that are a part of the civil plans.

- D. With the exception of Villas, each single family townhouse shall have one understory tree that is a minimum of two inches in caliper planted in the front yard or parkway in front of the home. If the lot fronts onto a common area lot, the tree requirement may be satisfied with the trees located in the adjacent greenspace. No other front yard tree planting requirement shall apply to attached single family residences described by this paragraph. Compliance with these provisions shall be generally consistent with the tree planting plans that are a part of the civil plans.
- E. For Villa and townhouses where guest parking has been located in the right of way fronting the lot, the street tree requirement will be waived as shown on the tree planting plans that are a part of the civil plans.
- F. All required trees shall be selected from a tree list approved during the Detail Plan stage.

VIII. Parkland Dedication.

- A. Developer, and its assigns, agree to dedicate approximately 1.9 acres of the Duck Creek floodplain from the Old Shiloh Road right of way to the center line of the creek as park property (the “Public Parkland”) to the City as part of the City’s trail head area in the Phase 1 Final Plat. A minimum of ten percent of the Property at the time of full build out shall be reserved as a common area that will be owned by the homeowners association and improved with publicly accessible trails as shown in page LSP 1.00 of the Detail Plan. Individual plats are not required to demonstrate compliance with the requirement for ten percent of the Property to be reserved as a common area. Common areas may include floodplain, detention areas, and mini-parks as shown on the Concept Plan. Mini-parks and paseos shall be connected with sidewalks to be a comprehensive pedestrian system. Common areas will abut a public street right-of-way in at least one location with a sidewalk connections. The Public Parkland shall be credited toward the ten percent common area requirement.
- B. A minimum of seven acres within the Duck Creek floodplain including the Public Parkland dedication will be reserved as a common area with the filing of the Phase 1 Final Plat. This area shall be included as part of the ten percent common area required by Section VIII.A
- C. A pedestrian circulation system shall be provided that affords connectivity to the NS or NO sites, private open spaces, the neighborhood amenity center, and the perimeter of the Property. The pedestrian circulation system shall include perimeter concrete trails that are a minimum of six feet in width. Minor trails in greenbelts and paseos may be constructed of concrete, decomposed granite, pea gravel, or mulch, shall be a minimum of five feet in width, and shall connect with the wider system of concrete trails and sidewalks. The pedestrian circulation system may be located on private property with a pedestrian access

easement or within the right- of-way. The pedestrian circulation system may include benches, landscaping, signage, lighting, bike racks, water fountains, trash cans, and doggie waste stations.

- D. All street rights-of-way shall be improved with sidewalks that are a minimum of four feet in width and (1) constructed by the homebuilders at the time of adjacent house construction; or (2) constructed by the developer for all non-buildable lots. All sidewalks along Shiloh and Buckingham and along NS and NO lot(s) thoroughfare frontages are to be six feet in width.
- E. The minimum size of any common area shall be one thousand square feet with no dimension that is less than 10 feet in width. All common areas shall connect to a public right-of-way to create the envisioned network of pedestrian paseos. Common areas may abut rights-of-way to further make use of the parkways as “attached greens.”

IX. Fencing Requirements.

- A. The developer shall install a perimeter brick or stone screening wall along Shiloh Road and Buckingham Road in phases at the time of platting the adjacent phase of the Property where residential lots side or back to Shiloh or Buckingham or where alleys abut Shiloh or Buckingham as shown on pages LSP 1.01 and 1.02 of the Detail Plan. Where interior streets or common areas front Shiloh road or Buckingham Road, in lieu of masonry screening, a landscape border improved with a minimum six-foot wide public trail shall be provided. The landscape border shall include a combination of shade trees, understory trees, shrubs, grasses, and irrigation as shown on pages LSP 1.01 and 1.02 of the Detail Plan. Floodplain, parks, open spaces, right-of- way, and NS or NO sites shall be exempt from the screening requirements in this Section IX.A; however, tubular steel fencing may be installed in these areas at the developer's option.
- B. Homebuilder side yard and back yard fencing on residential lots shall be a maximum of six feet in height, and shall be setback a minimum of five feet from the front building line shown on the Detail Plan. Garbage containers may be screened along alleys with wood butt joint fencing from four to six feet in height. On street side corner residential lots, fences shall be constructed of cedar butt joint stained pickets in a uniform color stain with a flat top rail or tubular steel painted black or any of the fence types described and illustrated in the Pattern Book. Fencing as described in the Pattern Book may be installed in the front yard if 42 inches or less in height. Elements such as fence posts and gates may be 54 inches in height and trellis and arbor features shall also be permissible up to nine feet in height measured from the ground plane.
- C. Fencing on all residential lots abutting an open space lot, greenbelt, side street or paseo shall be restricted to (1) tubular steel painted black; (2) decorative cattle wire not to exceed five

feet in height; (3) picket fences; or (4) a courtyard brick and/or stone masonry wall not to exceed three and a half feet (42 inches) in height in accordance with the Pattern Book. No solid fencing other than a brick and/or stone masonry courtyard wall under 42 inches shall be permitted abutting an open space lot, greenbelt, or paseo; however, landscape borders, included trimmed hedges, are permitted.

X. Street Typology.

- A. To foster a sense of place and create safe streets with low traffic speeds for residents of the community, development of the Property shall employ a hierarchy of residential street and alley types as shown on page D-2 of the Detail Plan.k
- B. For divided streets with landscaped medians, a 70 foot right of way will be provided with an entrance of 14 feet and an exit of 24 feet with a maximum 8 foot landscape median and 12 feet of parkway along both sides of the divided street.
- C. Mountable curbs in conformance with the City of Garland Standard Details are permitted on front entry Manor Home lots. Standard curbs will be required adjacent to streets abutting all other residential lot types unless otherwise approved by the City's engineering department.
- D. Streets fronting open space lots may either have no curb or standard curbs adjacent to the common area lot. Streets adjacent to common area lots may provide for on-street parking. In addition, the street faces adjacent to open spaces are not required to have a curb if an integral part of the landscape design and the street face is lined with bollards to prevent vehicle entry.
- E. Streets abutting medians and retail/commercial and business tracts shall have a standard curb. Intersections shall be designed at 90 degrees +/- 5 degrees. Variances from this standard shall be per the approval of the Director of Transportation during the Detail Plan stage.
- F. Developer shall work with City to determine the location and number of stop signs within the subdivision and speed limits to facilitate traffic calming and maximum benefit the pedestrian system.
- G. Alley radius shall be per the City of Garland's Technical Standards. Variances from this standard shall be per the approval of the Director of Transportation during the Detail Plan stage.
- H. All alley and mews lane intersections with streets shall be perpendicular or radial, within a +/- 5 degree tolerance, at the intersection of right-of-way lines provided that a 200-foot stopping sight distance (SSD) is maintained. Variances from this standard shall be per the approval of the Director of Transportation during the Detail Plan stage.

- I. Alleys and mews lanes may align with existing or future streets/alleys on the opposite side of a street. The offset between mews lanes and alleys on opposite sides of a residential street shall be per the City of Garland's Technical Standards. Variances from this standard shall be per the approval of the Director of Transportation during the Detail Plan Stage.
- J. Any lot type that fronts onto a common area lot in lieu of fronting onto a street shall be served with a mews lane consisting of 30 feet of right-of-way. The mews lane shall serve as a fire lane, have a 24-foot wide pavement, and have a 30-foot radius at intersections.
- K. The minimum horizontal radius for an interior street shall be per the City of Garland's Technical Standards. Variances from this standard shall be per the approval of the Director of Transportation during the Detail Plan stage.
- L. Dead-end fire lanes shall not be allowed.
- M. Alleys along the perimeter may not exceed 1600ft without an intermediate connection to a residential street. All other alleys shall not exceed 800ft without a connection to a residential street.



EXHIBIT E

RIVERSET PATTERN BOOK

GARLAND, TX

CASE NUMBER: 150611-1
FILE NUMBER: Z 17-37

RIVERSET PATTERN BOOK

GARLAND, TX

CASE NUMBER: 150611-1
FILE NUMBER: Z 17-37

These Design Guidelines are provided as a straightforward guide to assist architects, house designers and builders in understanding the comprehensive level of planning, design principles, and implementation that is required for new homes, improvements and additions within Riverset.



Master Developer
Wilbow Corporation, Inc.
4131 N. Central Expressway
Suite 990, Lockbox 13
Dallas, Texas 75204
972.479.0697
www.wilbow.com



Planning and Architecture
LRK Inc. - Memphis
175 Toyota Plaza, Suite 600
Memphis, Tenn. 38103
901.521.1440
www.lrk.com

LRK Inc. - Dallas
150 Turtle Creek Boulevard
Suite 104D
Dallas, TX 75207
214.389.3816
www.lrk.com



Planning and Landscape Architecture
TBG
2001 Bryan Street; Suite 1450
Dallas, TX 75201
214.744.0757
www.tbgpartners.com



Civil Engineering and Planning
Kimley Horn
5750 Genesis Court, Suite 200
Frisco, TX 75034
972-335-3580
kimley-horn.com

TABLE OF CONTENTS

Introduction

Community Vision	1-2
Overview of Guidelines	1-3
Community Plan	1-4

Community Guidelines

Site Planning	2-2
Building Placement & Orientation	2-2
Utilities & Equipment	2-2
Refuse Locations	2-2
Accessory Structures	2-2
Variety	2-2
Special Condition Lots	2-3
Lot Types	2-4
Townhome Lot	2-4
Villa Lot	2-5
Garden Lot	2-6
Manor Lot	2-7
Frontage Elements	2-8
Projecting Porch	2-8
Engaged Porch	2-8
Side Porch	2-9
Stoop	2-9
Garage Design	2-10
Garage Massing	2-10
Garage Door Design	2-10
Recommended Dimensions	2-11

Architectural Guidelines

Architectural Character	3-2
Exterior Materials & Colors	3-3
Architectural Details	3-4
Entries & Doors	3-4
Columns	3-5
Railings	3-5
Windows	3-6
Shutters	3-7
Dormers	3-7
Balconies	3-8
Cornices & Rakes	3-8
Chimneys	3-9
Exterior Lighting	3-9

Architectural Styles

Introduction	4-2
Texana Farmhouse	4-3
American Colonial	4-4
Spanish Revival	4-5
Hill Country	4-6
Craftsman	4-7
European Romantic	4-8
Modern	4-9

Landscape Guidelines

Community Streetscape	5-2
Street Tree Layout	5-3
Fencing	5-9
Lot Landscape Standards	5-10
Townhome Lot	5-10
Villa Lot	5-11
Garden Lot	5-12
Manor Lot	5-13
Community Plant Palette	5-15
Acceptable Landscape Species	5-15
Acceptable Planting Details	5-16

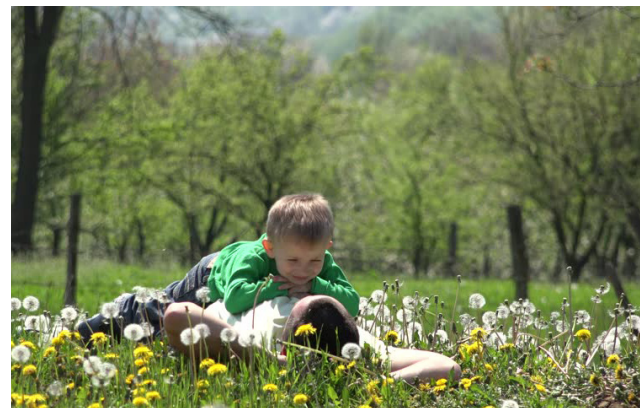
INTRODUCTION

COMMUNITY VISION

OVERVIEW OF GUIDELINES

COMMUNITY PLAN

COMMUNITY VISION



VISION

The community vision embraces a deep connection to nature and neighbors, family and friends, and shared support for personal aspirations. It is a purposeful place rooted in informal daily fellowship and a mutual appreciation for the simple joys of life. Through progressive planning and profound respect for the land, a truly walkable community is created with connected street networks and embedded with abundant park space, trail corridors and paseos. We celebrate streets as a public realm and people place with shading from street trees in the parkway; on-street parking for safety; and terminating views into parks, community spaces or good architecture forms. Riverset is a place where life unfolds at a slower, safer pace. At its essence, the community will be an inclusive enclave where dreams come to fruition, neighbors are brothers, and nature is the connective fabric to memorable moments.

TRADITION

Destined to become one of the area's most notable residential developments, Riverset offers timeless elegance with modern convenience. Classic architecture is the hallmark of Riverset. The homes provide a variety of complementary styles including Texana Farmhouse, American Colonial, Spanish Revival, Craftsman, European Romantic, and Modern. In addition, a variety of lot sizes and lot types (townhome, villa, garden, and manor) make Riverset ideal for households of all sizes and ages.

APPEAL

Riverset has the visual appeal of small town character, while meeting the desires of modern convenience and outstanding amenities. The yards, streets, parks and open spaces, as well as our relationships with the people who live nearby, affect the quality of our homes. Riverset offers a pool and clubhouse, numerous walking paths, and family-friendly park areas that provide a variety of activities. The landscape of Riverset will act as a unifying element to bring all aspects of our neighborhood into a wonderful, cohesive whole. It will help create an intimate sense of scale and pedestrian comfort.

LIFESTYLE

Riverset offers more than just a change of scenery; it offers a change in lifestyle. With a variety of housing styles and sizes; large families, newlyweds, and empty nesters will find more than a house, but a cohesive community. The variations of home selections and price ranges provide the opportunity for several generations of the same family to not just live nearby, but live in the same Riverset neighborhood.

VALUE

Riverset provides the best of the past with sustainable value for the future. Offering time tested character with state-of-the-art construction materials, a Riverset residence is more than a home - it's a lasting investment. All construction will be reviewed by Architectural Review Committee (ARC) to ensure consistence of quality and the character to achieve the vision of the Riverset community.

OVERVIEW OF GUIDELINES



These Design Guidelines are intended to create a complete integrated community of streetscapes and buildings that are based upon American town building principles. While each building should stand on its own design merit, it is intended that each individual building will contribute to the desired community character so that the compatibility, long-term quality and appreciation of value may be optimized for all involved. These Design Guidelines are not intended to reproduce historical buildings, but rather result in streetscapes featuring a variety of distinct but harmonious architectural styles using timeless design principles, modern materials and current building practices.

These guidelines and the information contained herein are intended as a general and sometimes specific guide to owners, architects, and builders as to the general style, character, and level of quality required for homes and improvements within the neighborhood of Riverset.

The guidelines are not intended to be subjective value judgments of the images and elements indicated, but instead are provided to illustrate the intended design character of the neighborhood. While the images and elements contained herein are not fully comprehensive in scope, they will be used by the Architectural Review Committee (ARC) as a standard for reviewing new homes or improvements. The ARC will have the exclusive authority to define any term or interpret the applicability of any item or component in part or whole contained in these Design Guidelines.

These Design Guidelines are the basis for the ARC to evaluate submissions for new homes, improvements and additions within Riverset.



The ARC will have the power to approve, conditionally approve or deny any proposed building or improvement. A building or improvement designed of a character not shown in the Design Guidelines, but which is architecturally compatible with the appropriate character contained herein, may be permitted by the ARC. In such instances, it is required that a preliminary concept plan, elevations or photos of intent be submitted for review prior to the preparation of detailed plans. Any approval or denial by the ARC does not set precedent for future reviews.

In addition to the appropriate architectural images, details, and materials, the main design elements that must be adequately addressed and that will be reviewed for compliance are:

- Site plan and building orientation
- Garage location, access, and architectural treatment
- Location and screening of all utility/service elements
- Streetscape character/relationship to surroundings
- Overall house image, style, and character - front, sides, and rear
- Scale, massing and proportions
- Roof lines, roof elements, and cornices
- Facade composition and forms
- Exterior materials, colors and detailing
- Front entry, porches, columns and details
- Doors, windows, and shutters
- Secondary porches, decks, terraces, details, etc.
- Ceiling, roof and window plate heights
- Chimney design and materials



These Design Guidelines have been produced in an 11" x 17" color format. The use of these Design Guidelines, including information and imagery contained within, is solely at the risk of the user. The Developer and the ARC, and their employees and agents, shall have no liability or responsibility to any party in connection with the use of these Design Guidelines or for comments, suggestions and/or redesigns from the actual design review process. Any person or entity using these Design Guidelines should do the following:

- Independently evaluate any design image, character, element, material or detail contained herein, and ascertain its suitability for such person's or entity's intended use.
- Ensure that all designs prepared in connection with the use of these Design Guidelines meet all applicable regulations of Federal, State, and local requirements, including but not limited to, all applicable zoning, building construction codes, accessibility requirements, fire sub-code and other life safety provisions necessary for the intended use of any property.

These Design Guidelines do not relieve the City of Garland building permitting process.

Every effort has been made to ensure consistency with these Design Guidelines and the Development Agreement, Planned Development District, and other elements of the Detail Plan for this property. In case of conflict, these guidelines do not relieve the requirements of these other documents.

© 2017 LRK Inc. All rights reserved.

KEY LEGEND

LOT TYPES

- 22' x 100' - Town homes
- 30' x 82' - Villa Lot
- 40' x 113' - Garden Lot
- 50' x 115' - Manor Lot

SPECIAL CONDITION LOTS

- Corner and Multiple Frontage Homes
- Homes Terminating Views
- Homes Defining Common Spaces



COMMUNITY GUIDELINES

SITE PLANNING

LOT TYPES

FRONTAGE ELEMENTS

GARAGES



BUILDING PLACEMENT & ORIENTATION

- ❑ The primary facade of a minimum 85% of the houses on one block face should be located along or near the front setback line to establish a compatible streetscape. Homes may be located behind the front setback when deemed appropriate by the ARC.
- ❑ Buildings should be sited towards and relate to the street or adjacent common space.
- ❑ Social areas of the home such as the living room and dining room should be oriented to the street or adjacent common space whenever possible.
- ❑ Each building should have a walkway connection between the front entrance and the adjoining public sidewalk.

UTILITIES & EQUIPMENT

- ❑ Electrical and gas utility meters and AC condensers should be unobtrusively located beyond the front or side street facade zone and screened from view from adjacent streets or common open spaces with landscaping or appropriate fencing.
- ❑ Transformers on individual lots should be screened to minimize visual impact.
- ❑ Satellite dishes, and solar panels should be located in less conspicuous locations and out of view from adjacent streets or common open spaces when possible.
- ❑ Antennas should be located inside the building when possible.
- ❑ Solar panels when visible from the front should be flush with the roof.



REFUSE LOCATIONS

- ❑ Refuse containers should be stored within an enclosed storage area, fenced, walled or screened from view from adjacent streets or common open spaces with landscaping.

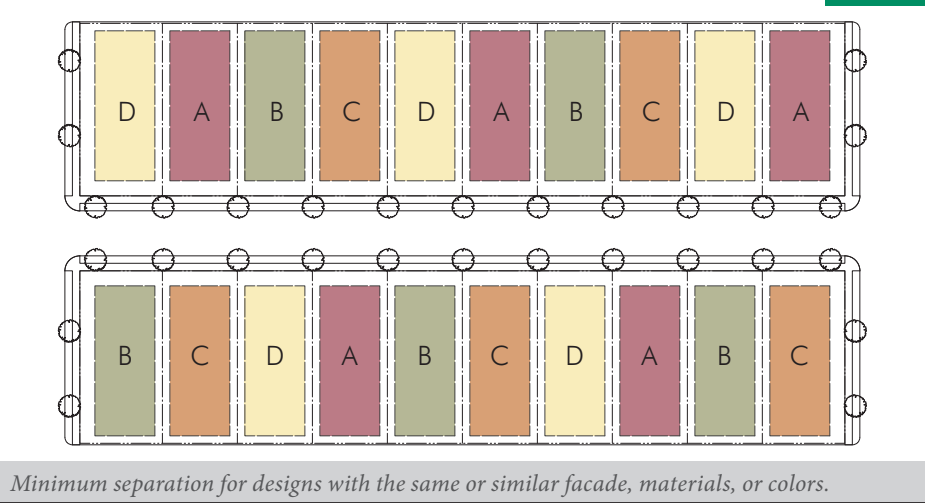
ACCESSORY STRUCTURES

- ❑ Pools, spas and accessory structures should complement the home design.
- ❑ Materials and detailing of accessory structures within pubic view must be approved by the ARC.

VARIETY

- ❑ At the community scale, a variety of individual architectural designs with their respective appropriate details, materials and colors are encouraged to create a unique overall compelling streetscape character.
- ❑ Building footprints including porches and entry locations, should generally vary from adjacent homes.
- ❑ Detached home designs with the same or similar facade, materials, or colors should be separated by a minimum of three lots on the same side of the street and should not be located directly across or diagonally across the street from each other.
- ❑ If a detached home plan is repeated on an adjacent lot it should be elevated with a different architectural style or two of the following three elevation changes - brick color, roof color, or flipped plan.
- ❑ For attached units, architectural styles should be applied by building rather than by the individual unit. Units with shared walls should be elevated with the same architectural style.

VARIETY IN DETACHED HOME DESIGNS





Inappropriate architectural character, massive irregular form and a lack of appropriate detailing fail to address the secondary street facade.



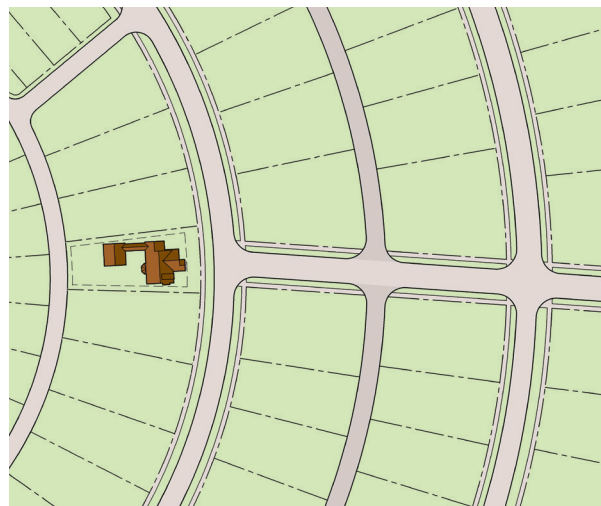
Homes on corner lots with multiple frontages.



Architectural character, materials and detailing continue from the front to the side facade appropriately addressing both streets.



Garage is inappropriately placed with the garage doors orienting onto a common space and terminating a view corridor.



Homes that terminate views.



Site orientation and building form emphasize the axis or focal point of this streetscape and appropriately terminate the view.



Homes that turn their side or rear to the common space offer no added value to this area.



Homes that define the street edge and are located adjacent to a common space.



Homes and entries front on the common space, clearly defining and creating an attractive outdoor room.

SPECIAL CONDITION LOTS

Special Condition Lots are typically located at street corners, at the end of a street intersection or view corridor, and/or against a street or pedestrian path edge that defines common space. Home designs located on Special Condition Lots should be designed and/or selected to be appropriately responsive to the identified special condition or location. Special Condition Lots and home designs have a greater impact upon the overall character of the community due to their locations of high visibility to either the front and/or the side facades of these homes. Homes on Special Condition Lots should exhibit characteristics such as: a prominent well designed front elevation, a side elevation in which the identifiable character and detailing of the front facade continues along the side elevation, a front porch that continues along or turns the corner of the home along the side elevation, or they are easily adaptable to add bay windows or appropriate offsets to the plan and elevations in order to capture the additional corner lot buildable area provided. Each builders' selection of submitted home designs should be reviewed and approved to determine which are, or should be easily adaptable to be considered as an appropriate Special Condition Design. The following are examples of Special Condition Lots/ Homes:

Homes on Corner Lots and Lots with Multiple Frontages

- ☐ Homes on lots with two facades visibly exposed to the street or common space should be designed specifically to respond to these more prominent locations.
- ☐ The main body of the house on the primary street should generally be located parallel to the front setback line to establish a compatible streetscape defining form.
- ☐ The architectural treatment of the corner side facade should generally be treated like the front facade.
- ☐ Architectural character, materials and detailing should continue from the front facade around the corner to the corner side facade appropriately addressing both primary and secondary street frontages. Wrap around porches or other architectural massing such as projecting bays or forms are recommended to articulate the corner side facade.

Homes on Lots that Terminate Views

- ☐ Homes located at the termination of view corridors, vistas or street axes should require appropriate design considerations regarding building form and architectural treatment, in order to enhance and emphasize a pleasant and desirable terminated view.
- ☐ Such homes should not align a front loaded driveway or garage doors with the vista or axis.
- ☐ The main body of the house should be prominent and align with these street axes.

Homes on Lots that Define Common Space

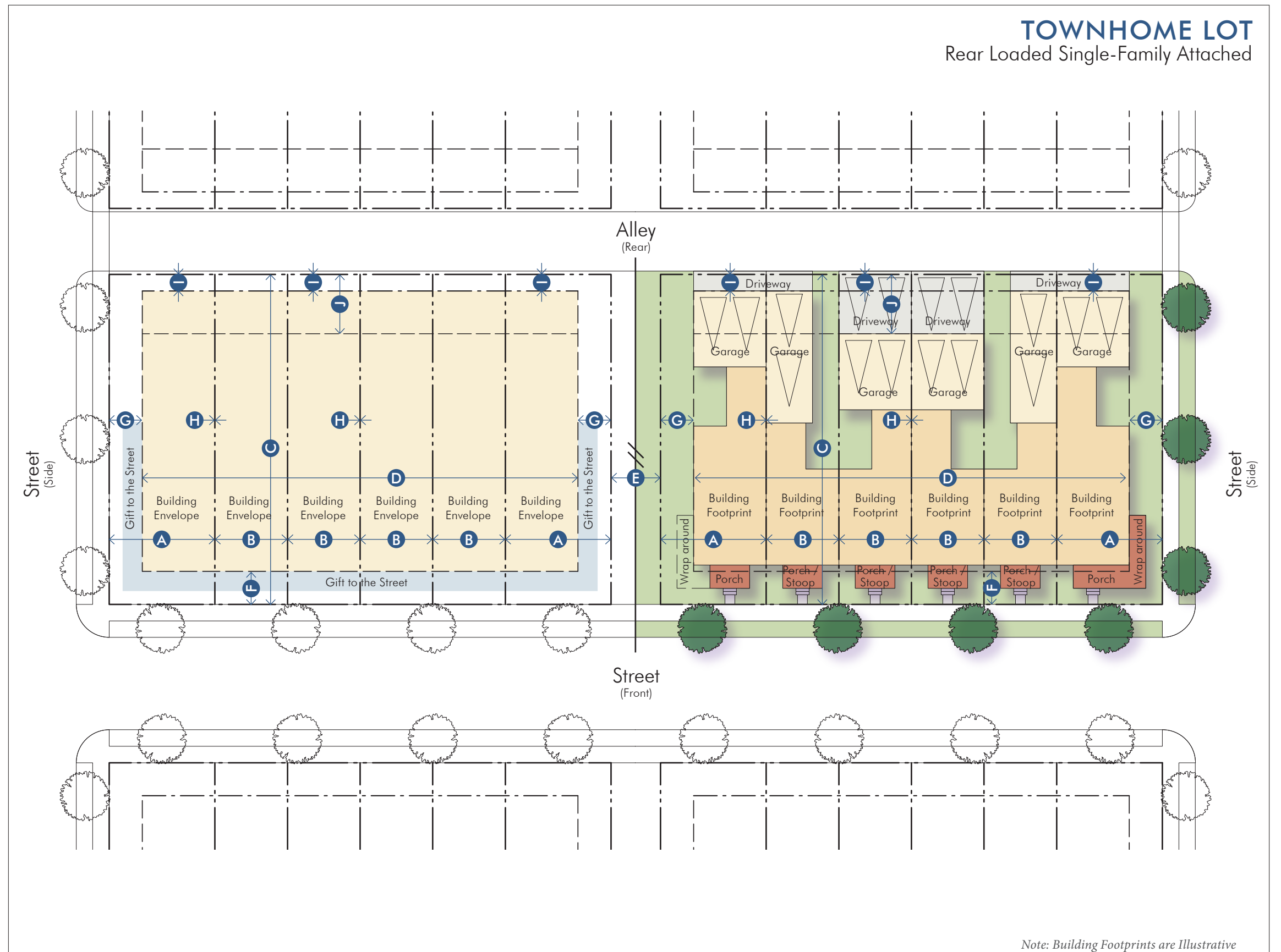
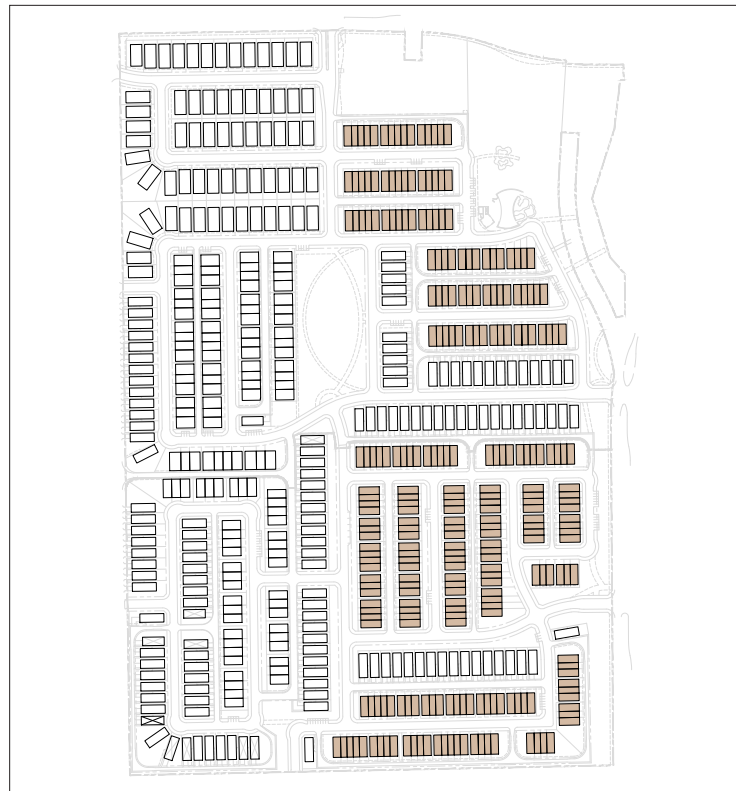
- ☐ Facades of homes on lots adjacent to a street edge defining a common space should be articulated.
- ☐ These homes should provide interesting and appropriate facade articulation, which may include porches, bay windows and other elements which respond to both the street and the common space.
- ☐ The homes and entries should be sited to front towards the common space so they clearly define the space and create the 'feeling' of an attractive 'outdoor room'.

Typical Lot Dimensions

Lot Width		
Corner Lot	32' min.	A
Interior Lot	22' min.	B
Lot Depth		
	90' min.	C
Number of Attached Units	3 min.; 6 max.	D
Passage Width, if provided	10' min.	E
Setbacks / Build-to-Lines (BTL)		
Front Yard	10' Setback	F
Side Yard		
Along Side Street / Common Space	10' Setback	G
Along Interior Lot Line	0' Setback	H
Rear Yard		
	5' BTL ¹ ; or	I
	18' Setback	J

For corner lots, a Rear Yard 5' BTL is recommended where allowed; if an 18' setback is used, the rear yard should be screened up to 5' from the Alley R.O.W. with appropriate landscaping or fencing.

¹ The 5' BTL is only allowed when a lot is adjacent to an alley with a pavement width of 18' or greater.

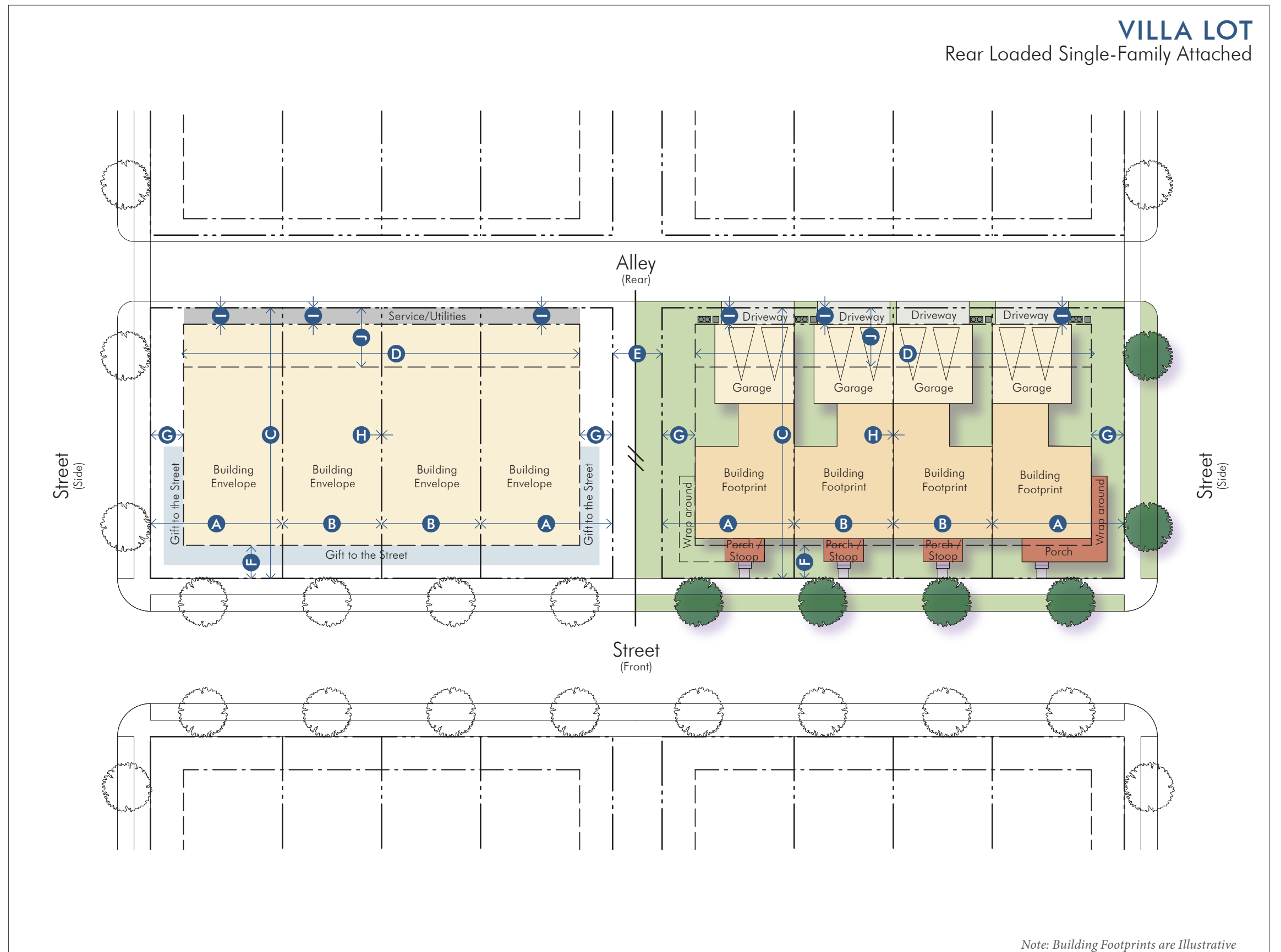
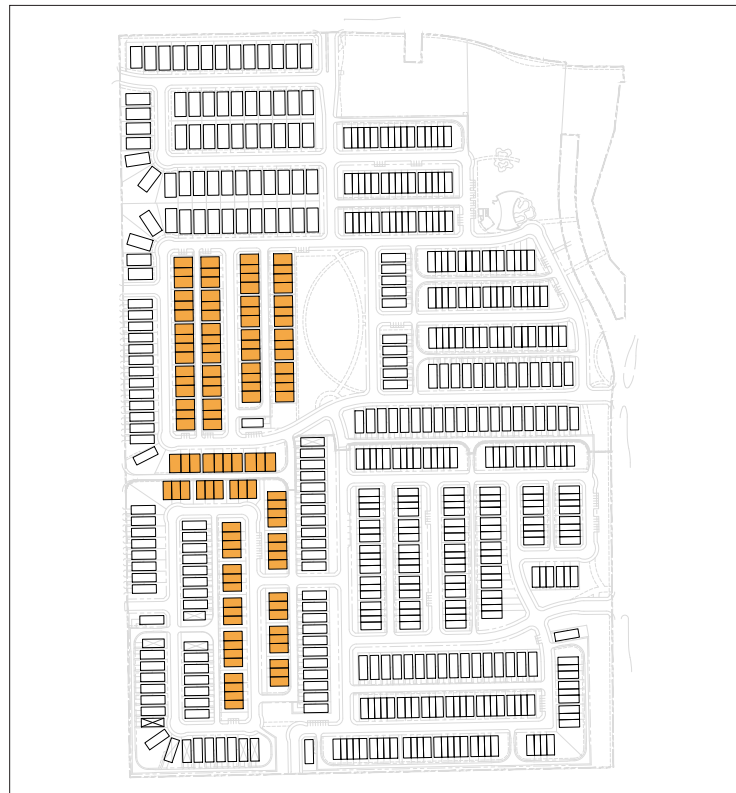


Typical Lot Dimensions

Lot Width		
Corner Lot	40' min.	A
Interior Lot	30' min.	B
Lot Depth		
	75' min.	C
Number of Attached Units	3 min.; 6 max.	D
Public Passage Width, if provided	10' min.	E
Setbacks / Build-to-Lines (BTL)		
Front Yard	10' Setback	F
Side Yard		
Along Side Street / Common Space	10' Setback	G
Along Interior Lot Line	0' Setback	H
Rear Yard	5' BTL ¹ ; or	I
	18' Setback	J

For corner lots, a Rear Yard 5' BTL is recommended where allowed; if an 18' setback is used, the rear yard should be screened up to 5' from the Alley R.O.W. with appropriate landscaping or fencing.

¹ The 5' BTL is only allowed when a lot is adjacent to an alley with a pavement width of 18' or greater.

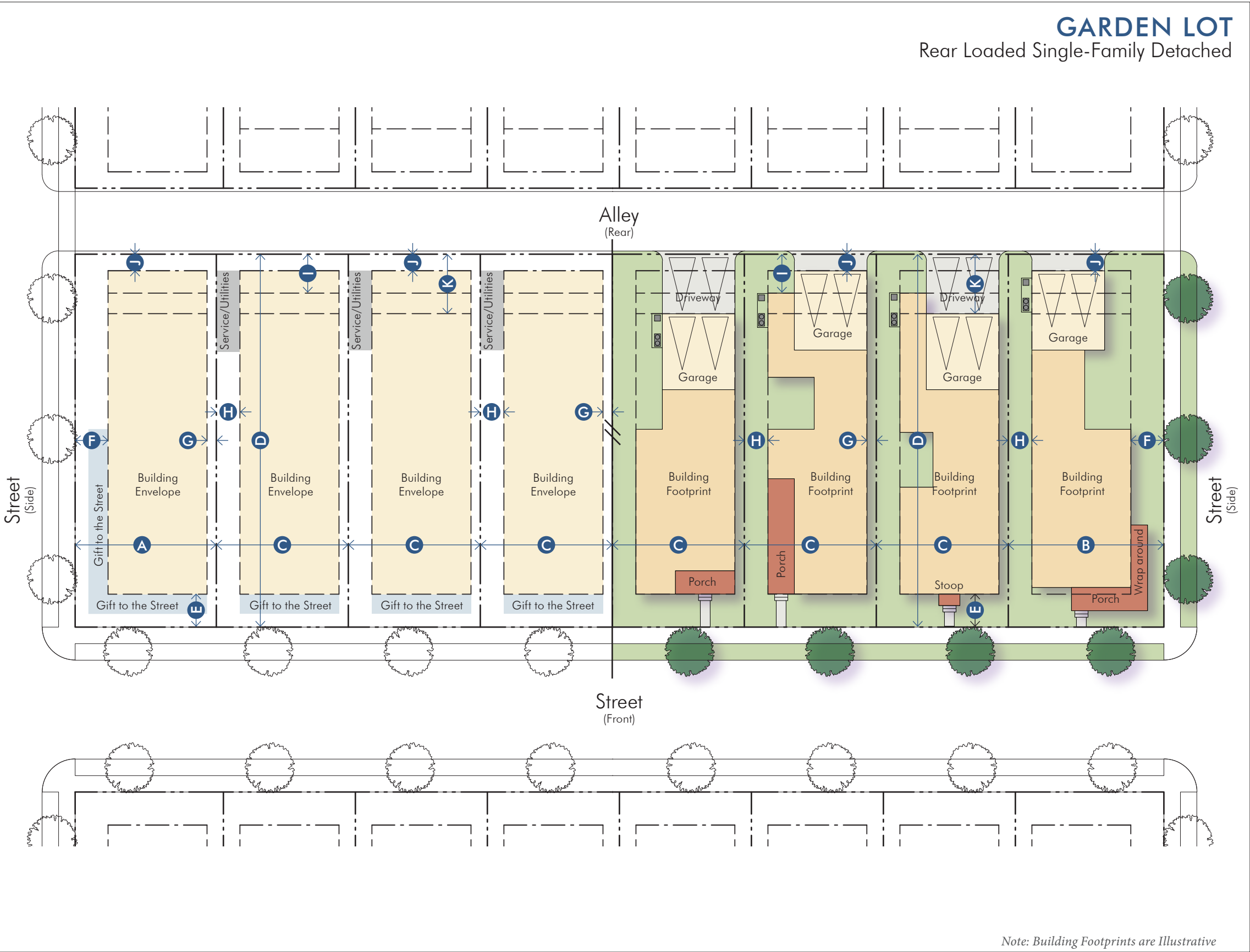
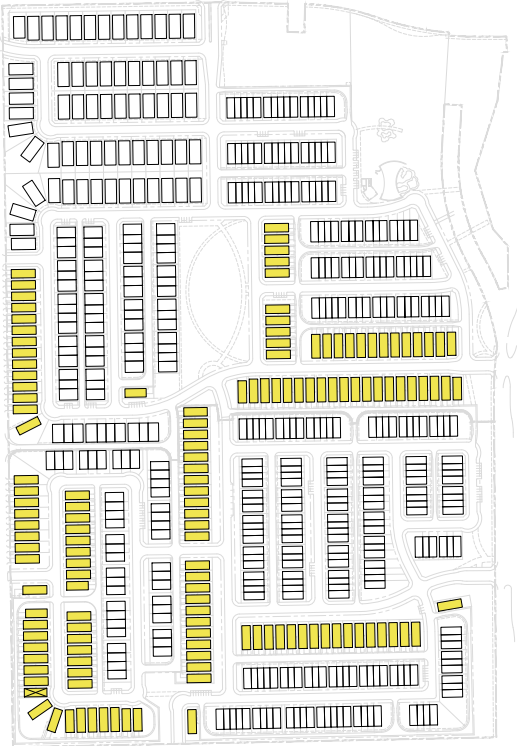


Typical Lot Dimensions		
Lot Width		
Corner Lot, 3' Interior Lot Line Setback ^{1,2}	43' min.	A
Corner Lot, 7' Interior Lot Line Setback ^{1,2}	47' min.	B
Interior Lot	40' min.	C
Lot Depth	113' min.	D
Setbacks / Build-to-Lines (BTL)		
Front Yard	10' Setback	E
Side Yard		
Along Side Street / Common Space	10' Setback	F
Along Interior Lot Line, Patio Side	3' Setback ¹	G
Along Interior Lot Line, Zero Side	7' Setback ¹	H
Rear Yard		
Main House	12' Setback	I
Garage	5' BTL ³ ; or	J
	18' Setback	K
For corner lots, a Rear Yard Garage 5' BTL is recommended where allowed; if an 18' setback is used, the rear yard should be screened up to 5' from the Alley R.O.W. with appropriate landscaping or fencing.		

¹ These dimensions may vary provided that the sum of the interior lot line setbacks on adjacent lots is 10' min.

² On corner lots, the patio elevation should always face the side street and the zero elevation should always face the interior lot line.

³ The 5' BTL is only allowed when a lot is adjacent to an alley with a pavement width of 18' or greater.



Note: Building Footprints are Illustrative

Typical Lot Dimensions

Lot Width	
Corner Lot	55' min. A
Interior Lot	50' min. B
Lot Depth	115' min. C

Setbacks / Build-to-Lines (BTL)

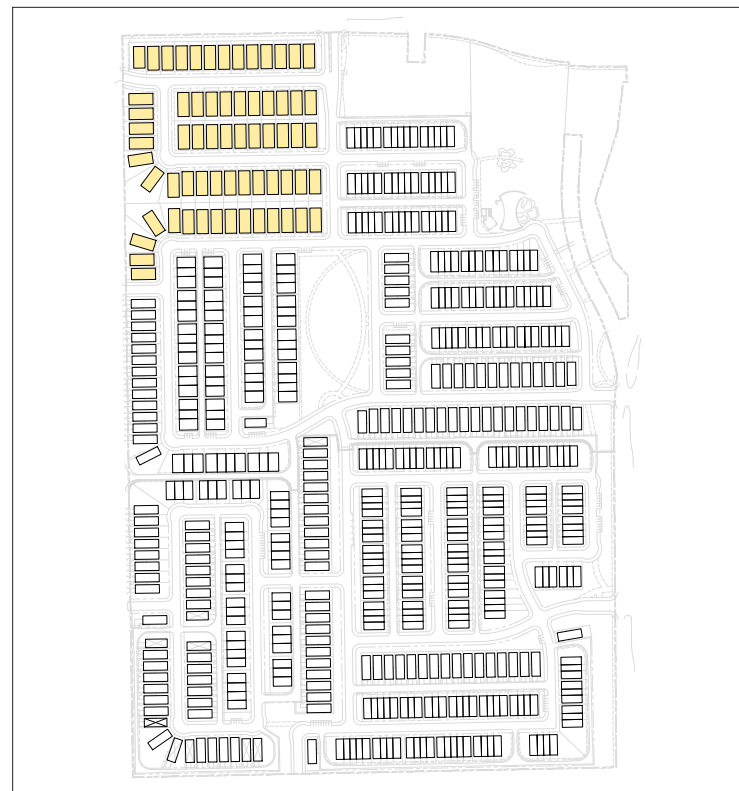
Front Yard	
Main House	15' Setback D
Garage	18' Setback ¹ E

Side Yard	
Main House Along Side Street/ Common Space	10' Setback F
Garage Facing Side Street	18' Setback ¹ G
Along Interior Lot Line	5' Setback H

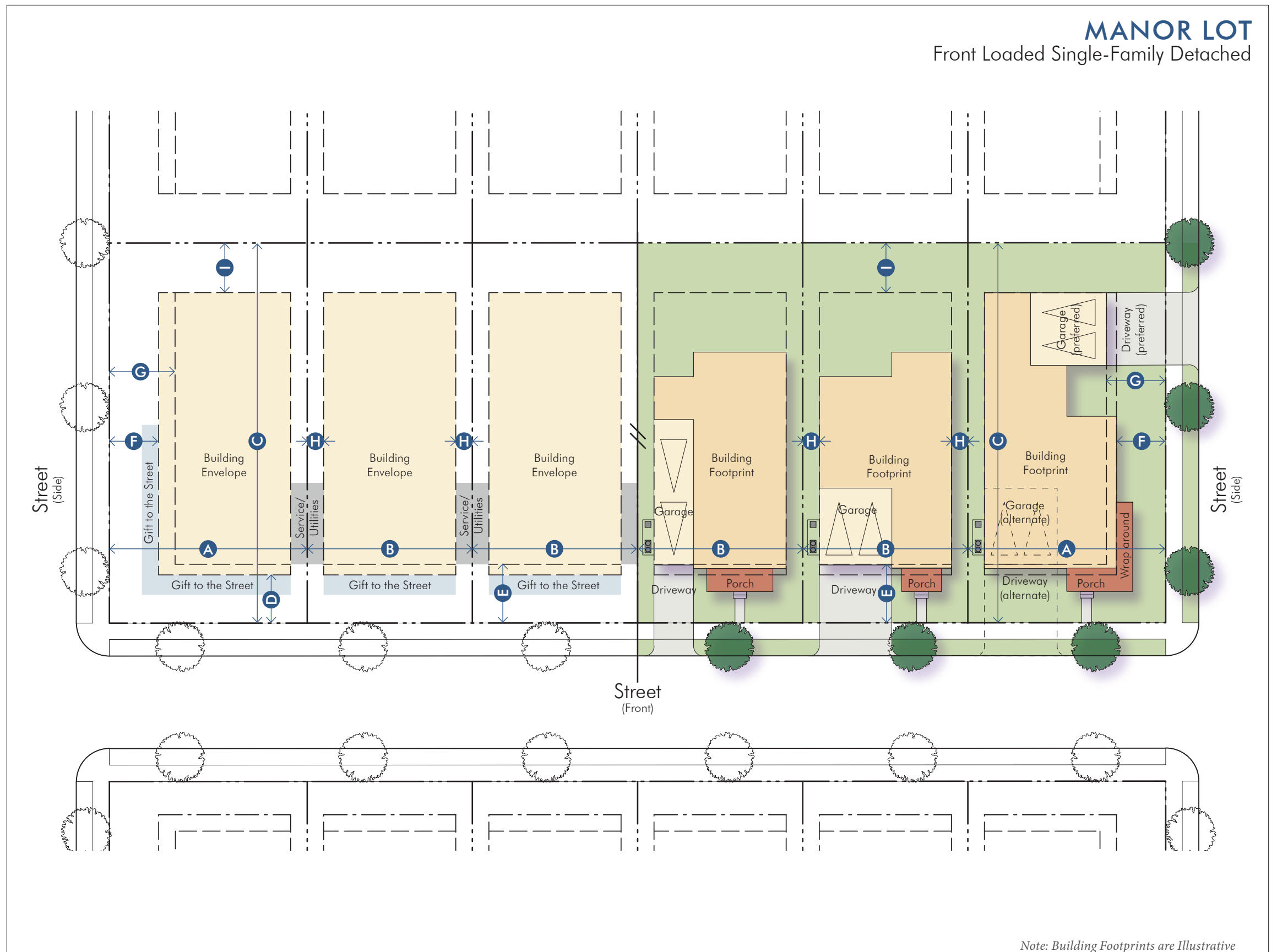
Rear Yard	15' Setback ² I
-----------	-----------------------------------

¹ The garage doors on all front entry garages should be set back at least three feet behind the front facade of the house, including porches or other architectural projections.

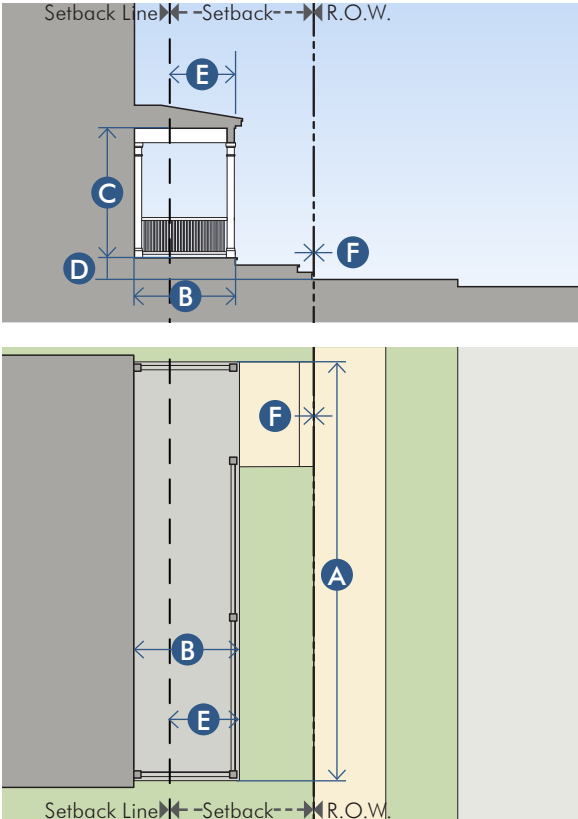
² Porches and architectural features may encroach into the rear yard setback.



MANOR LOT Front Loaded Single-Family Detached

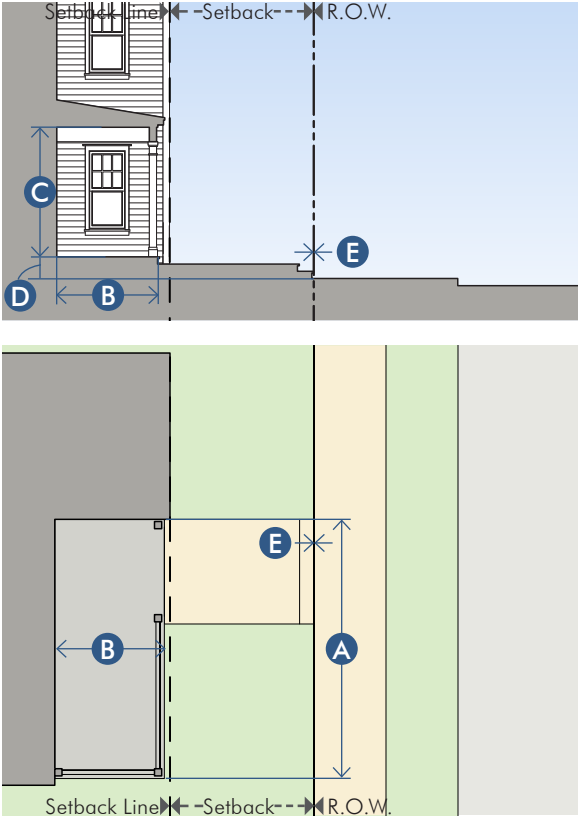


Note: Building Footprints are Illustrative



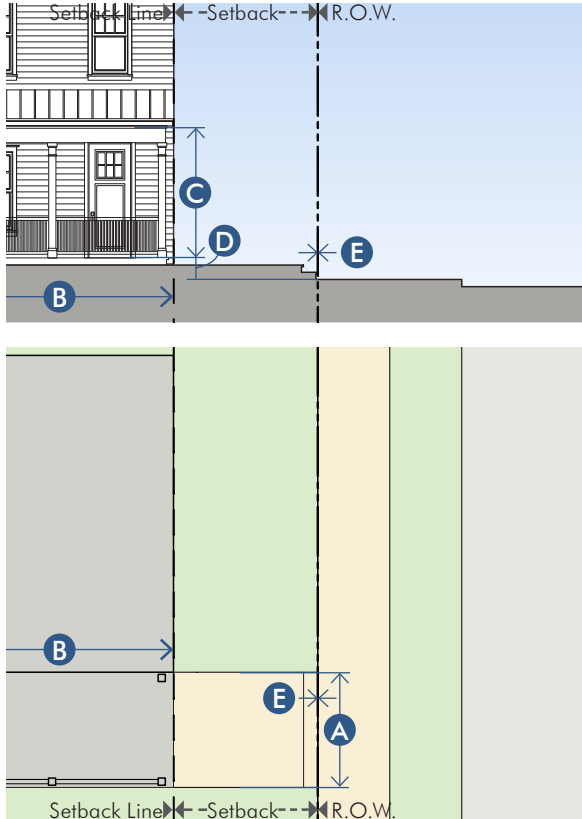
PROJECTING PORCH

Description	
The facade is setback from the R.O.W. with an attached porch that is open on three sides. A projecting porch may encroach in the Setback. All habitable space is located behind the Setback Line.	
Recommended Dimensions	
Width	12' min. A
Depth	
Along Front	7' min. B
Along Side (wrap-around)	5' min.
Height, clear	8' min. C
Finish level above sidewalk	18" min. D
Encroachments	
A projecting porch may encroach up to 5' into the setback.	E
Steps from the porch may encroach up to but not beyond the R.O.W.	F



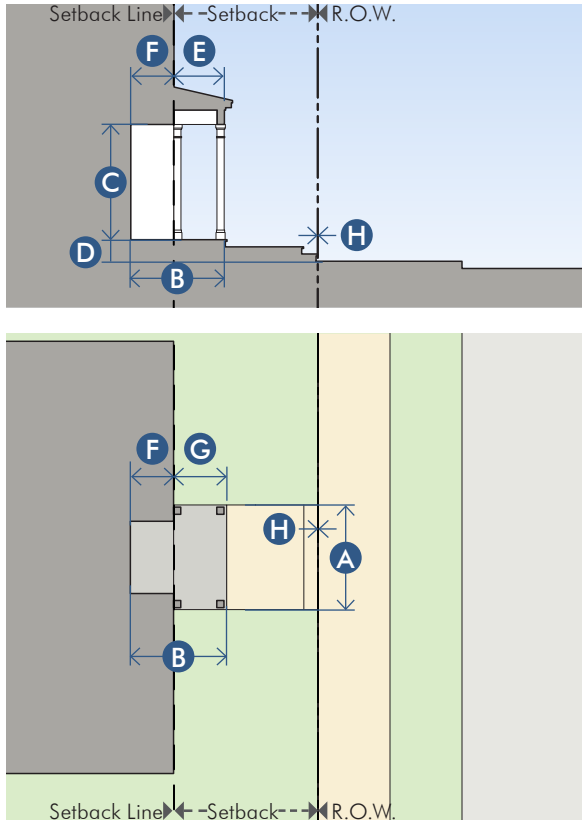
ENGAGED PORCH

Description	
The facade is setback from the R.O.W. with an attached porch that is open on two adjacent sides with the two remaining sides engaged to the building. All habitable space is located behind the Setback Line.	
Recommended Dimensions	
Width	12' min. A
Depth	7' min. B
Height, clear	8' min. C
Finish level above sidewalk	18" min. D
Encroachments	
Steps from the porch may encroach up to but not beyond the R.O.W.	E



SIDE PORCH

Description	
The facade is setback from the R.O.W. with an attached porch along one side of the building that is open on at least two adjacent sides. All habitable space is located behind the Setback Line.	
Recommended Dimensions	
Width	7' min. A
Depth	12' min. B
Height, clear	8' min. C
Finish level above sidewalk	18" min. D
Encroachments	
Steps may encroach up to but not beyond the R.O.W.	E



STOOP

Description	
The facade is setback from the R.O.W. with a recessed entry and/ or projecting stoop. A projecting stoop may encroach into the Setback. All habitable space is located behind the Setback Line.	
Recommended Dimensions	
Width	4' min.; 12' max. A
Landing depth	4' min. B
Height, clear	8' min. C
Finish level above sidewalk	18" min. D
Covered entry projection	5' max. E
Depth of recessed entries	6' max. F
Height	1 story max. G
Encroachments	
Covered entries may encroach up to 5' into the setback.	G
Steps may encroach up to but not beyond the R.O.W.	H



GARAGE MASSING

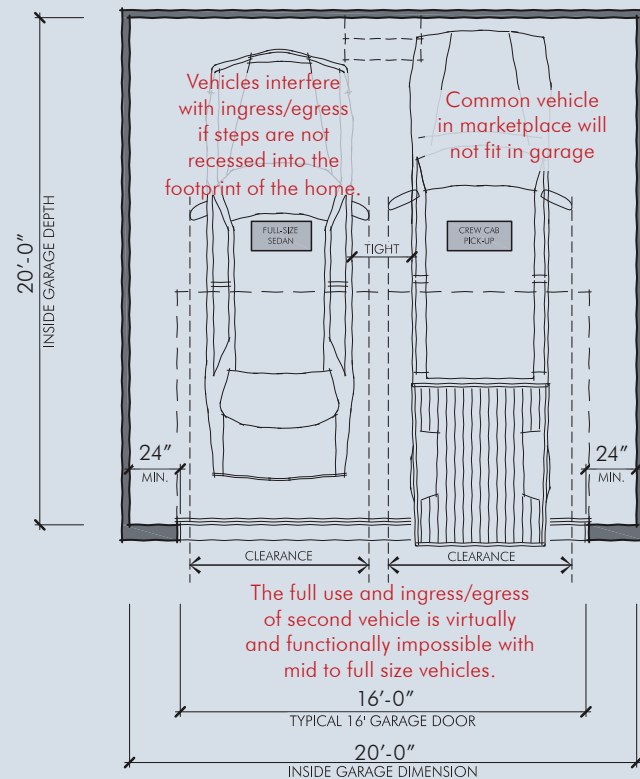
- ☐ The location, massing and scale of a garage should not compete with or overwhelm the primary body or architectural form of the house.
- ☐ Garage forms, design, materials and detailing should be similar in detail and quality to the main body of the house.
- ☐ A garage which is visible from the street or common open space should receive careful design attention and should complement the primary facade, yet be seen as a secondary element.
- ☐ Special attention should be given to the design of alley access garages so that any slope variance from the alley to the finished floor level of the garage is not excessive. Including, in some instances, drop garage floors with steps to the level of interior space.
- ☐ The garage doors on all front entry garages should be set back at least three feet behind the front facade of the house, including porches or other architectural projections.

GARAGE DOOR DESIGN

- ☐ Garage door designs should be selected to complement the architectural style and character of the home and use style appropriate decorative hardware.
- ☐ Appropriately styled and detailed "carriage style" doors are encouraged.
- ☐ Where possible, single width garage doors are encouraged.
- ☐ Garage door wall should be framed with 2x8's to provide the garage door with a recessed appearance.
- ☐ Doors with "snap in false decorative arches, etc." are not appropriate.
- ☐ Window muntins, if used, should be true or simulated divided lites appropriate to the architectural style.

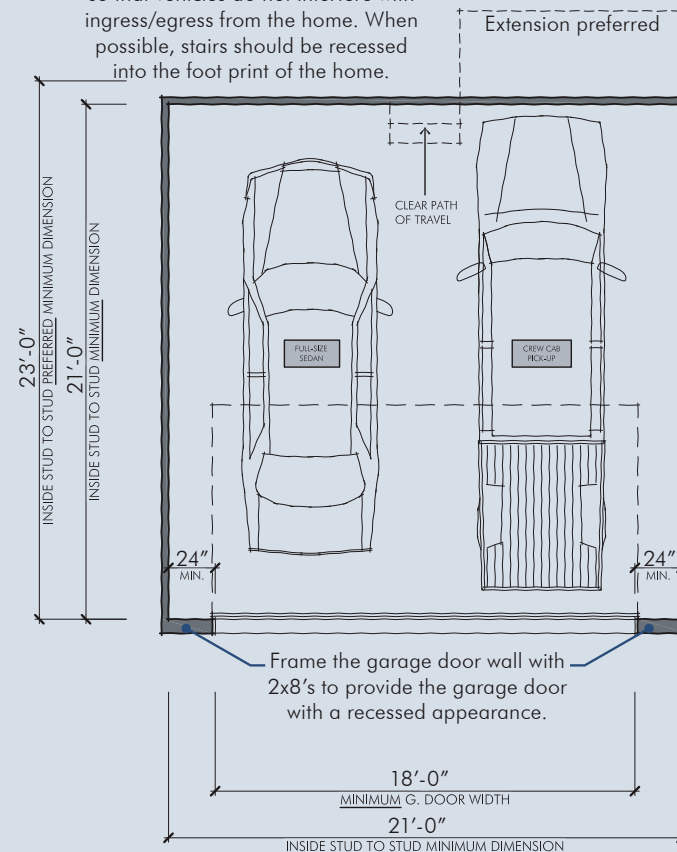
Common Undersized 20' x 20' Garage with Single 16' Wide Garage Door

This type and size of garage / garage door virtually becomes a shallow one-vehicle garage, or is only valid for two small sized/mini vehicles. This inadequate level of design creates issues for valid vehicle parking in the community and reduces values for all.



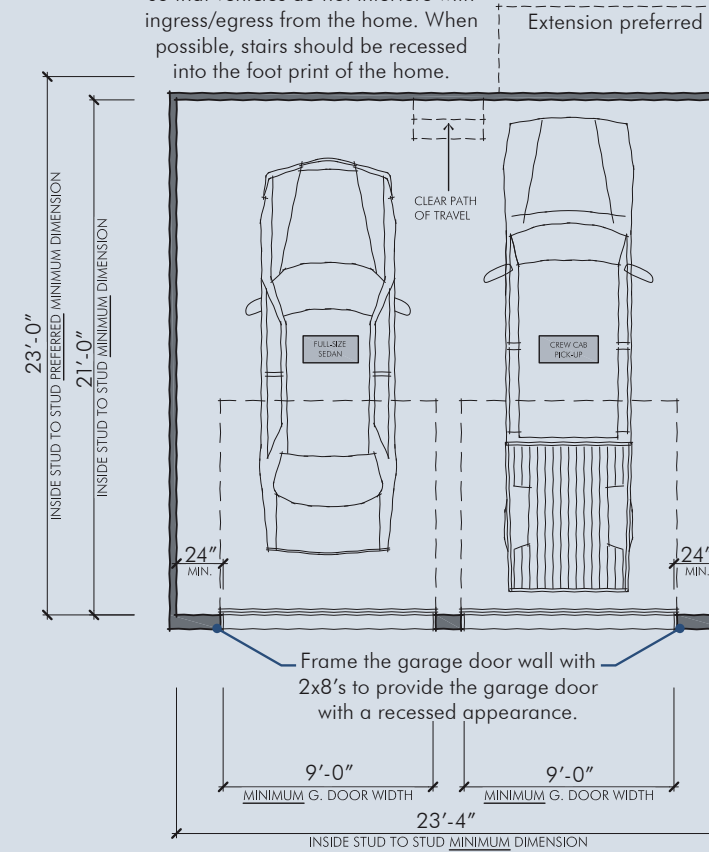
Recommended Minimum One Double Door

If required, stairs should be located so that vehicles do not interfere with ingress/egress from the home. When possible, stairs should be recessed into the foot print of the home.



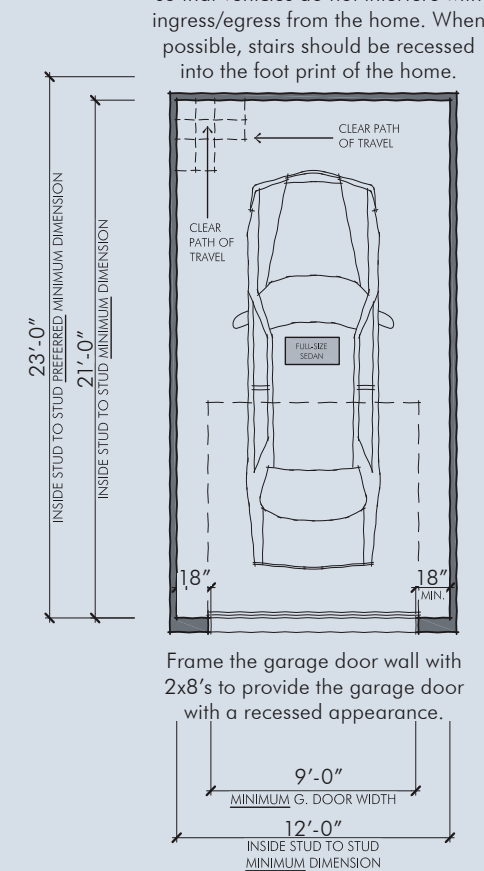
Recommended Minimum Two Single Doors

If required, stairs should be located so that vehicles do not interfere with ingress/egress from the home. When possible, stairs should be recessed into the foot print of the home.



Recommended Minimum Single Car Garage

If required, stairs should be located so that vehicles do not interfere with ingress/egress from the home. When possible, stairs should be recessed into the foot print of the home.



Narrow two car garage effectively becomes a single car garage.



Inability to park two cars in garage results in on-street parking being utilized by residents to store one of their vehicles.

RECOMMENDED MINIMUM DIMENSIONS

Interior Clear Space

Clear Width	21' min.
Clear Depth	21' min.

If required, stairs should be located so that vehicles do not interfere with ingress/egress from the home. When possible, stairs should be recessed into the foot print of the home.

Garage Doors

Height	7' min.; 8' recommended
Width	
Single Door	9' min.; 10' recommended
Double Door	18' min.

Where a 3-vehicle garage is necessary, separate single bay garage doors are preferred, but 1 double door and 1 single door is recommended. If front loaded, one door should be perpendicular from the others.

ARCHITECTURAL GUIDELINES

ARCHITECTURAL CHARACTER
MATERIALS & COLORS
ARCHITECTURAL DETAILS

ARCHITECTURAL CHARACTER



YES

A Craftsman cottage style home with simple yet appropriate details, entrance, and windows along with a usable porch.



YES

A simple, yet classic Colonial Revival home with correct proportions, properly detailed shutters and an ornamental entry.



YES

A classic two-story Texana Farmhouse, with raised foundation and well detailed engaged porch with metal roof, presents a timeless character.



YES

The variety of architectural styles creates a unique overall compelling streetscape character.



YES

This modern home draws inspiration from regional farmhouses. Its form complements the surrounding more traditional style homes.



YES

This modern bungalow is perfectly balanced and "feels right." The scale, materials, proportion and details work together and complement each other.



NO

The complex roof elements, the steep pitched roof at cornice returns, the over scaled bay roof, the ill-proportioned dormer and the front entry details are all inappropriate both individually and collectively.



NO

The garage door should never be the predominant element. The awkward feeling balcony with its hip/gable above and the house floor level flat on the ground are inappropriate.



NO

This example appears more like two homes joined at the hip by an over scaled entry element. Lacks a sense of order, is overly complex in form and is inappropriate.

VARIETY

- A variety of individual architectural designs with their respective appropriate details, materials and colors are encouraged to create a unique overall compelling streetscape character at the community scale.

SCALE, MASSING & FORM

- House designs should generally be composed of a primary massing with secondary massings or wings that maintain a similar character.
- The primary massing should generally be the central dominant mass of the structure with the highest roof line.
- Overly complex or contrived forms, offsets, projections and the resulting multiple roof lines/forms should not be used.
- The scale and proportion of the overall house, entries, and fenestration should be appropriate to the architectural style.
- The roof pitch, roof form and architectural embellishments such as cross-gables, dormers, belvederes, chimneys, cupolas and other similar elements should be appropriate to the architectural style of the house.

EXTERIOR MATERIALS & COLORS



GENERAL GUIDELINES

- Architectural details and exterior finish materials should be appropriate to the style.
- All elevations of the main body of the house should maintain a consistent palette of materials, finishes, and colors.
- Details and ornamentation should be appropriately scaled to create a human-scaled architectural character.
- With the exception of corner treatments and columns, changes in materials should occur at inside corners or at horizontal transition lines that relate to window sills or wall plates.
- When multiple materials are used, heavier materials should always be placed below the lighter.
- All trim boards such as corners, bases, drips, frieze, soffits, fascias, cornices and similar architectural trim elements should be sized and detailed appropriate to the architectural style.

BUILDING FACADES

- The use of high-quality exterior finish materials, such as brick or painted brick, stone, hard coat stucco, wood siding, wood shingles, man-made stone, and cementitious or composite siding and trim is encouraged. Other materials may be allowed by the ARC.
- Painted or factory finished metal should be used with great care, preferably only in dark colors with a matte finish. Large areas of exposed concrete are discouraged.
- All visible flashing should be copper, painted galvanized, or painted aluminum. Visible flashing should be kept to the minimum height required by good practice and counter flashed by the wall material where feasible.
- Brick should be standard size and have a limited range within any color blend. The use of “queen” and other non-modular brick sizes is strongly discouraged.
- Overly elaborate brick work and patterns should be avoided. Brick quoins, ornamental herringbone designs, clinker brick, and excessive brick offsets are examples of inappropriate brick work.
- Lap siding should have an exposure appropriate for the architectural style and character.
- Cementitious siding material is encouraged for long term maintenance benefits.
- Vinyl or aluminum siding, E.I.F.S. or “softcoat stucco” should not be used.
- Roll out patio covers should not be used on facades visible from streets or common open spaces.

ROOFS & EAVES

- Residential roofs should be clad as appropriate to the architectural style in composite shingles, standing seam metal, terne, slate, clay tiles, or dimensional asphalt shingles. Synthetic materials similar or superior in appearance and durability may be allowed by the ARC.
- Low-pitched porch and bay roofs are preferred to be standing seam, pre-finished metal or copper.

COLORS & TONES

- Building colors should be appropriate to the style.
- A complete product line exterior color palette must be prepared and submitted to the ARC for approval.
- Bright and primary colors are typically not approved by the ARC and should be avoided.
- Roofs should be dark earth tone in color, red or green.
- When appropriate to the design, the brick may be painted.
- MEP stacks, vents, and other wall/roof penetrations should have a matte baked on finish and the color should match the abutting wall/roof material.

INAPPROPRIATE ENTRIES & DOORS NO

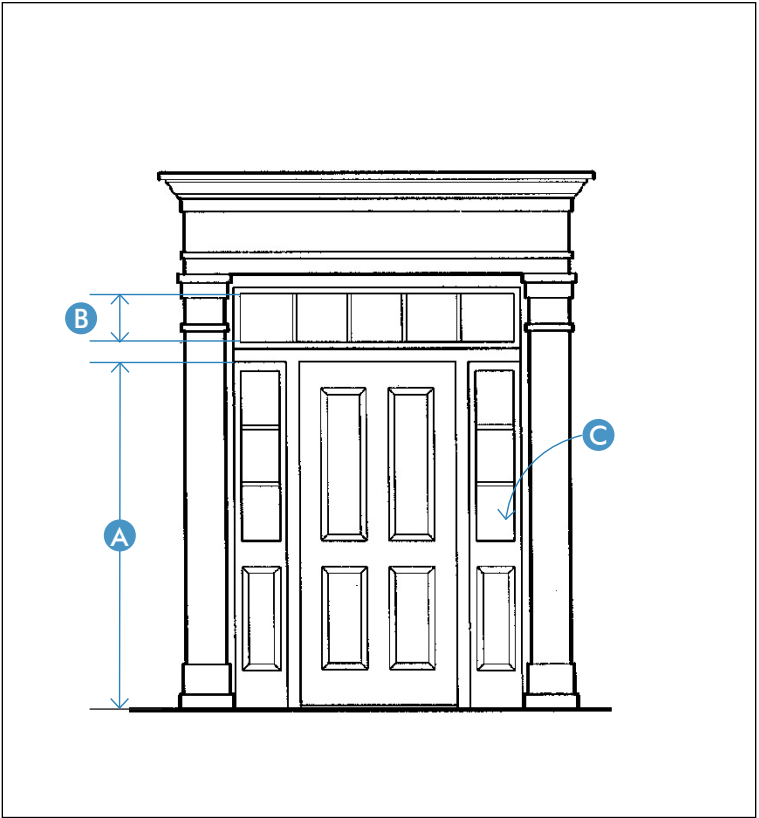


Over scaled transom is too tall in proportion to the primary entrance door.



The board and batten front door is out of character with the Texana Farmhouse style elevation.

APPROPRIATE ENTRIES & DOORS YES



ENTRIES & DOORS

Type, Style, & Size

- The primary entrance (front door) to a home should embody the character, scale, proportion and detail of the overall house and its appropriate architectural style.
- The entry should be easily identifiable from the street.
- When a porch is not provided, the entry should provide at least minimal protection from the elements.
- Over scaled, out of proportion, over bearing or deeply recessed ("dark") entries should not be used.
- Storm or security doors must be appropriate to the architectural style and approved by the ARC.
- Door types, styles, and sizes should be compatible with the building's overall design, style, and character.
- Taller doors (8'-0" in height) are generally encouraged. **A**

Materials

- Doors should be wood or have a wood-like appearance.
- Tinted or reflective glass should not be used.

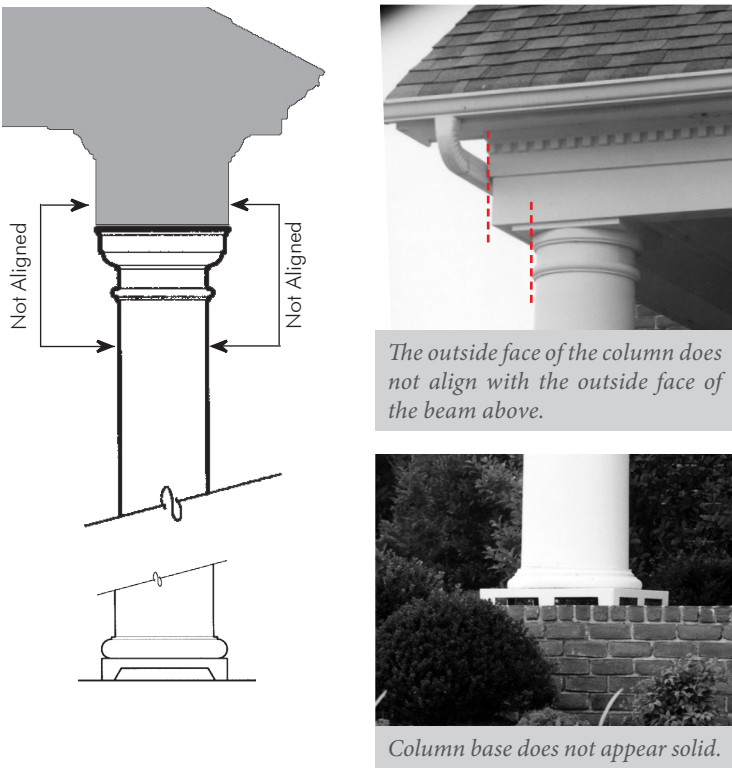
Header, Jamb, & Sill

- Door casings, trim, and mouldings should be appropriately designed and selected to be compatible with the building's overall design, style, and character.
- Openings for doors in brick or stone clad walls should use a brick mould at the head and jamb.
- Door surround trim on siding clad walls should project a minimum of 1/4" from the face of the adjacent siding.

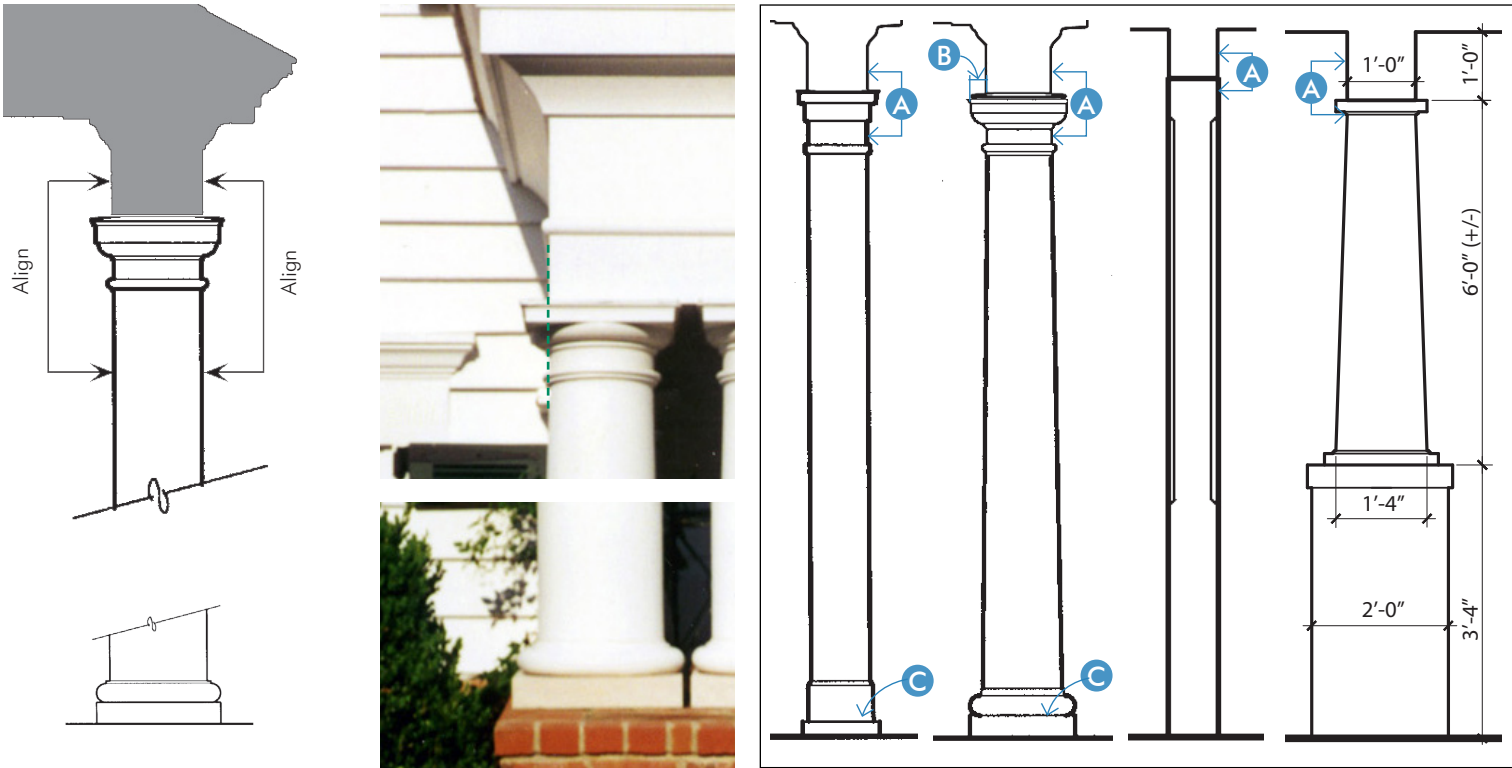
Transoms & Sidelights

- If doors shorter than 8'-0" are used, a transom should be used.
- Transoms should have a 12" min. glass height. **B**
- Transoms, sidelights, and doors should read as a unit with continuous casing trim.
- Mullions between doors, transoms, and sidelights should use trim painted to match the brick mould or trim surround.
- Masonry should not be used on mullion between doors, transoms, and sidelights.
- Over scaled or separate unit transoms should not be used.
- Sidelights should have a design similar to the entrance door. **C**

INAPPROPRIATE COLUMNS NO



APPROPRIATE COLUMNS YES



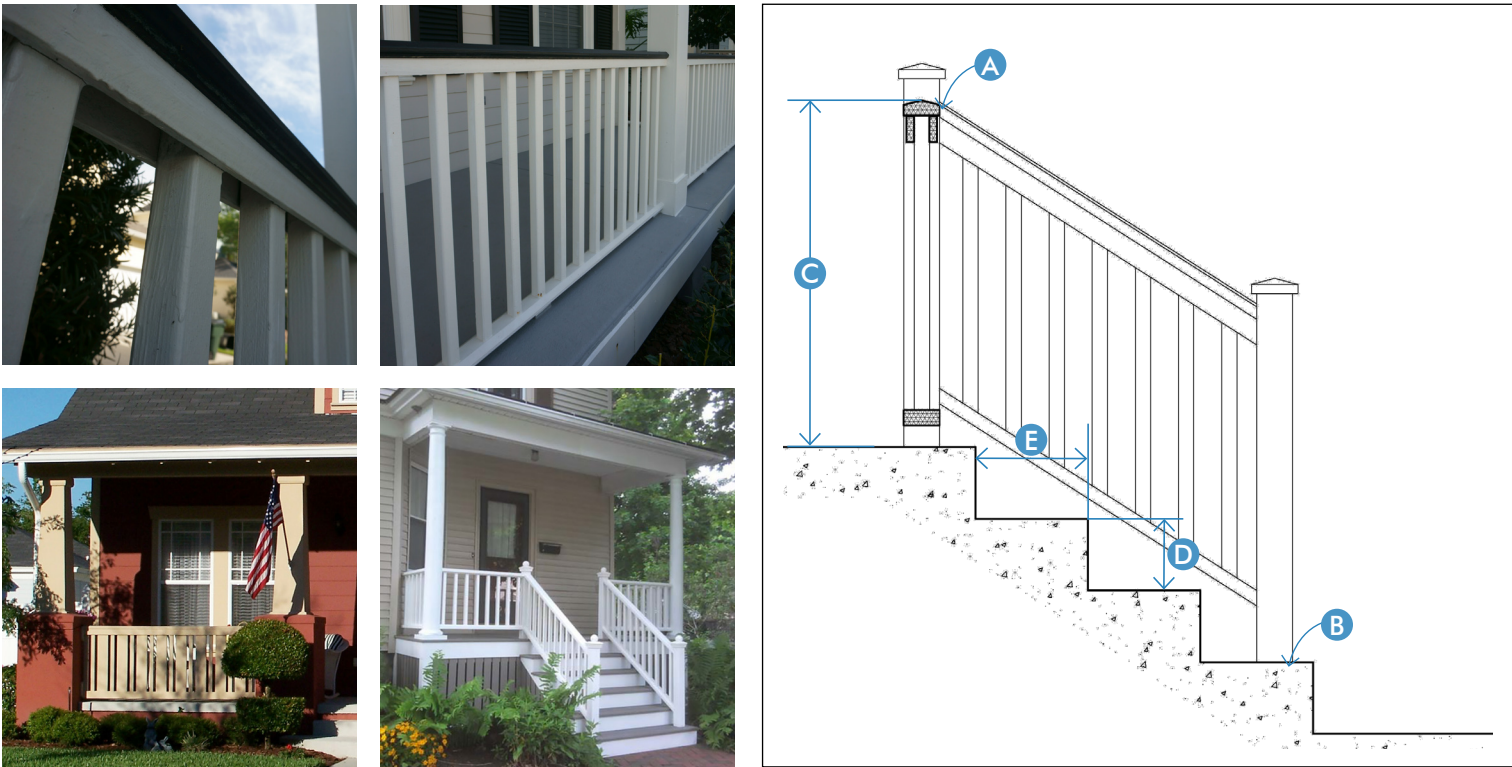
COLUMNS

- Whether job-built or manufactured, columns should adhere to 'classic' time-tested scale and proportions appropriate for the style of the building.
- Columns should be of wood, masonry, or a composite material and properly flashed.
- The face of the column shaft should align with the face of the frieze board or beam above. **A**
- The column cap should project beyond the face of the frieze board or beam. **B**
- The column base is typically larger than the cap and should be, or 'appear' as, solid stone, brick, or wood. **C**
- Visible aluminum vent blocks are inappropriate and should not be used.
- The foundation or porch edge should be extended beyond the edge of the frieze or beam above to allow proper column alignment.

INAPPROPRIATE RAILINGS NO



APPROPRIATE RAILINGS YES



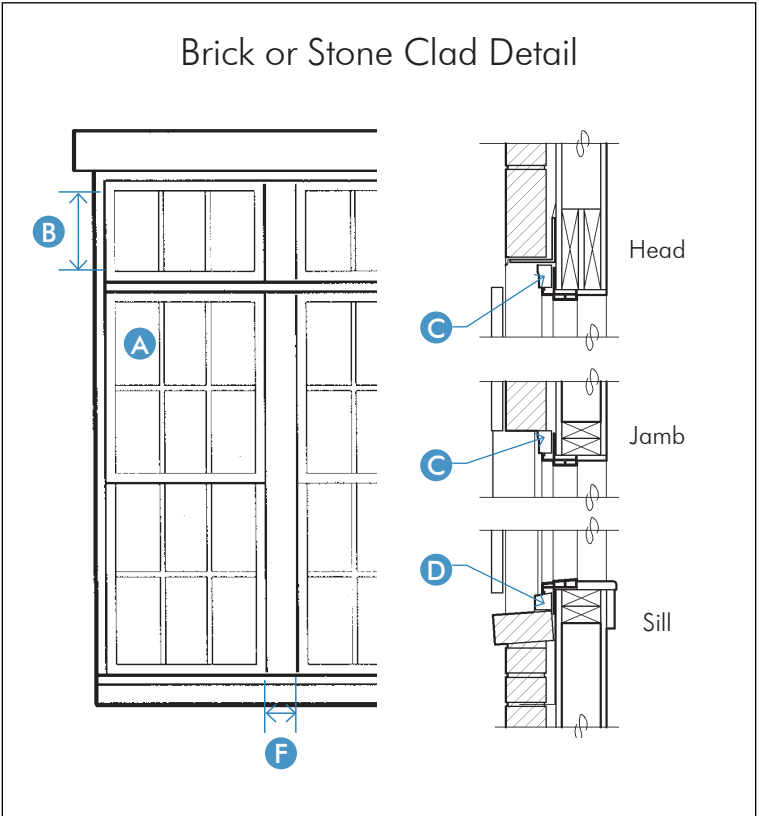
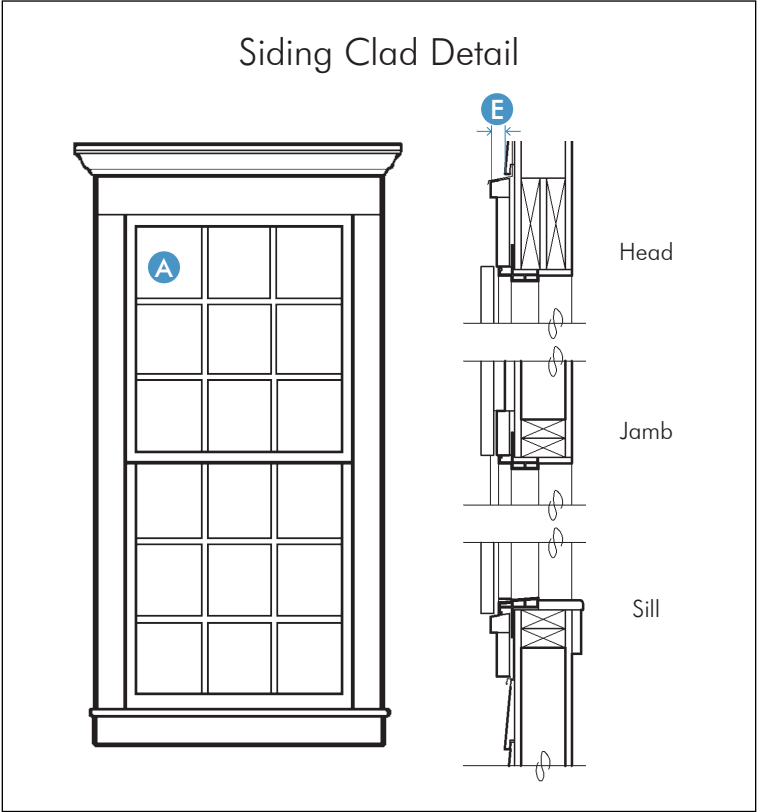
EXTERIOR RAILINGS & STAIRS

- Railings and railing materials should be appropriate to the style of the house and porch.
- All stair railings should be terminated on a vertical post or column. **A**
- Newel posts should sit on the bottom stair tread. **B**
- Railings should return to the adjacent column or wall.
- Porch railings, stair railings, and rail returns should all use matching colors and materials.
- Railings should be between 34" and 38" above the stair nosing or porch floor surface. **C**
- Riser dimensions should be 4" min. and 7" max. **D**
- Tread dimensions should be 11" min. and 17" max. **E**
- Steps should be at least 4' in width. If the space between porch columns is less than 6', the porch steps should be the full width of the bay.

INAPPROPRIATE WINDOWS NO



APPROPRIATE WINDOWS YES



WINDOWS

Type, Style, & Size

- Window types, styles, and sizes should be appropriately designed and selected to be compatible with the building's overall design, style, and character.
- Window types, styles, and sizes should generally be consistent along street and common space frontages.
- Windows that operate as sliders should not be used along street or common space frontages.
- Tab mounted windows flush or nearly flush to the exterior face of the wall should not be used.
- Window proportions should be appropriate to the architectural style.
- Window muntins, if used, should be true or simulated divided lites appropriate to the architectural style.
- Window panes should be square or vertically proportioned, unless otherwise appropriate to the style. **A**
- The minimum glass height of a transom should be 12". If above a divided lite window, the transom height should be similar to the height of a lite below. **B**
- Head heights should be in proper proportion to the scale and mass of the house.
- First floor windows should have an 8'-0" (min.) head height and should align with the front door head height or front door transom head height if a door less than 8'-0" is used.

Materials

- Tinted or reflective glass should not be used.

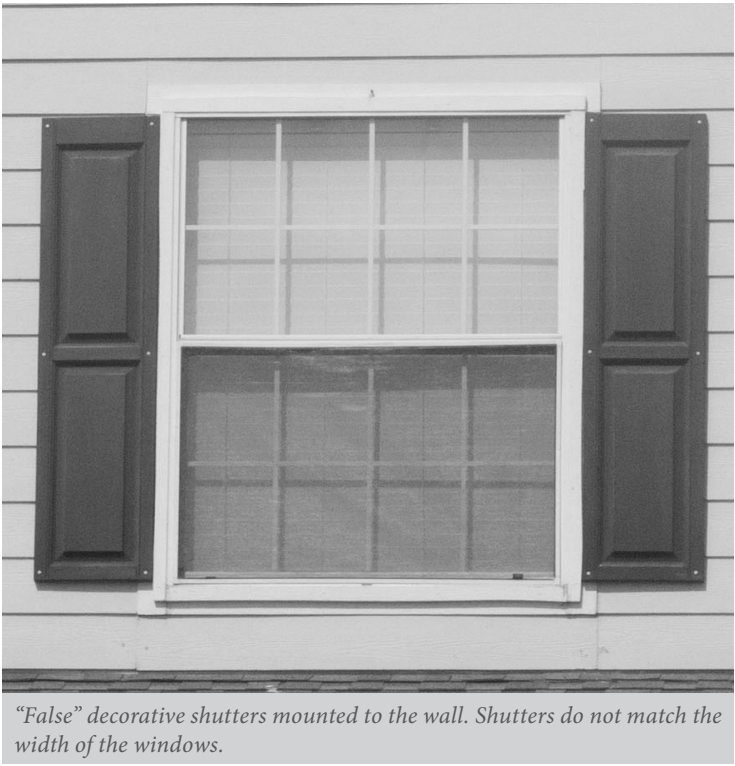
Header, Jamb, & Sill

- Window casings, trim, and mouldings should be appropriately designed and selected to be compatible with the building's overall design, style, and character.
- Openings for windows in brick or stone clad walls should use a brick mould at the head and jamb, but not the sill. **C**
- Openings for windows in brick or stone clad walls should use a projecting sill nose placed between the brick mould jambs and the sill. **D**
- Window surround trim on siding clad walls should project a minimum of 1/4" from the face of the adjacent siding. **E**

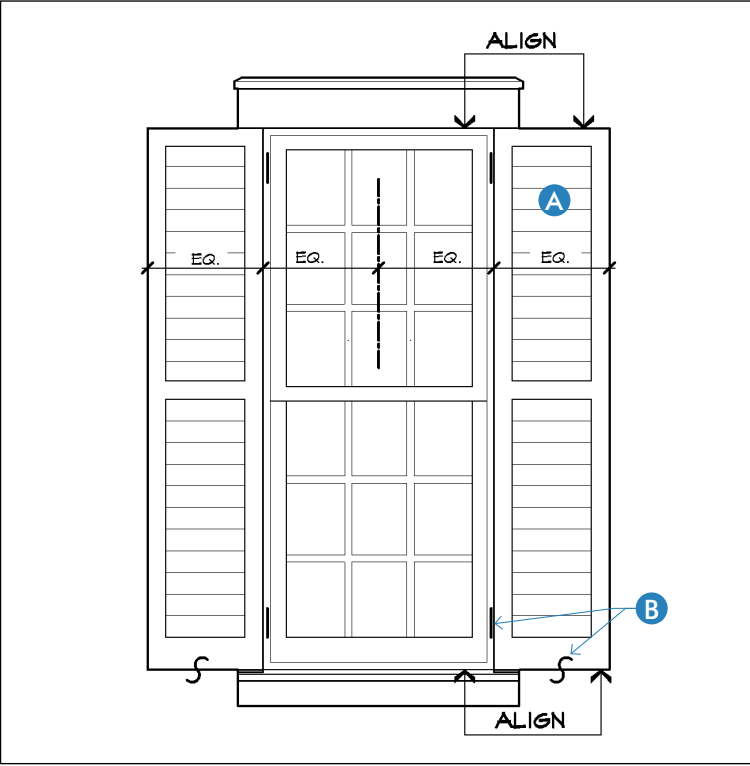
Ganged Windows

- Multiple windows should have a minimum of 4" mullion between the windows. The casing should extend the full width. **F**

 INAPPROPRIATE SHUTTERS **NO**



 APPROPRIATE SHUTTERS **YES**



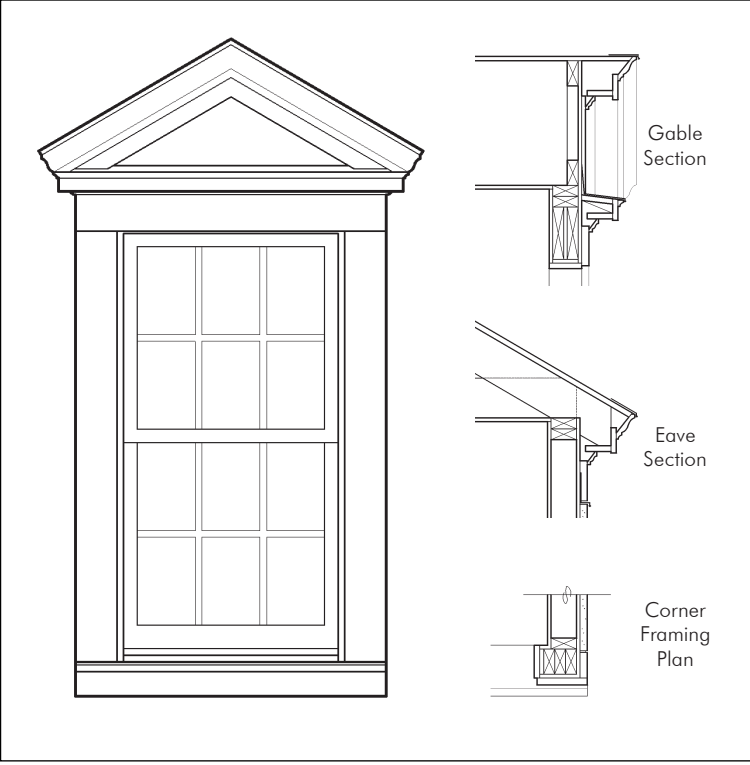
SHUTTERS

- When shutters are used they should be appropriate to the architectural design and style of the building.
- Shutters should be sized to match the actual window sizes. "False" decorative shutters mounted directly to the wall and shutters that do not approximate the height and half the width of the window opening should not be used. **A**
- Shutters are recommended to be mounted on hinges and with hold backs (shutter dogs) located at bottom rail. **B**
- Shutters for double or grouped windows should not be used unless they are sized to match the total width of the opening.

 INAPPROPRIATE DORMERS **NO**



 APPROPRIATE DORMERS **YES**



DORMERS

- Dormers should generally be composed as a secondary architectural element used in a functional or nonfunctional fashion to complement the primary form of the main structure.
- The mass and composition should be composed in an understandable and straightforward manner and should maintain the character of the design.
- Typically, dormer roofs should be hipped, gabled, shed or arched depending on the characteristics of the main structure.
- In general, dormers should be vertically scaled and proportioned and should tightly frame the window.
- Dormer window size and type should be appropriate to the architectural style.
- Dormer overhangs and rakes should be tight to the main body of the dormer.

INAPPROPRIATE BALCONIES **NO**



Balcony has no base making it unusable and inappropriate.



Balcony railings in front of windows are inappropriate.

APPROPRIATE BALCONIES **YES**



BALCONIES

- Balconies, when used should be appropriate to the overall design and style of the building.
- Covered balconies should have a clear height of 7' min.
- Balcony depth should be a minimum of 12" from the facade.
- Balconies should be accessible and should not be located in front of windows where they cannot be accessed.
- Balcony depths should generally be consistent across a building facade.
- Balconies should have visible brackets or supports consistent with the architectural design and style of the building.
- Balcony railings should be appropriate to the overall design and style of the building.

INAPPROPRIATE CORNICES **NO**

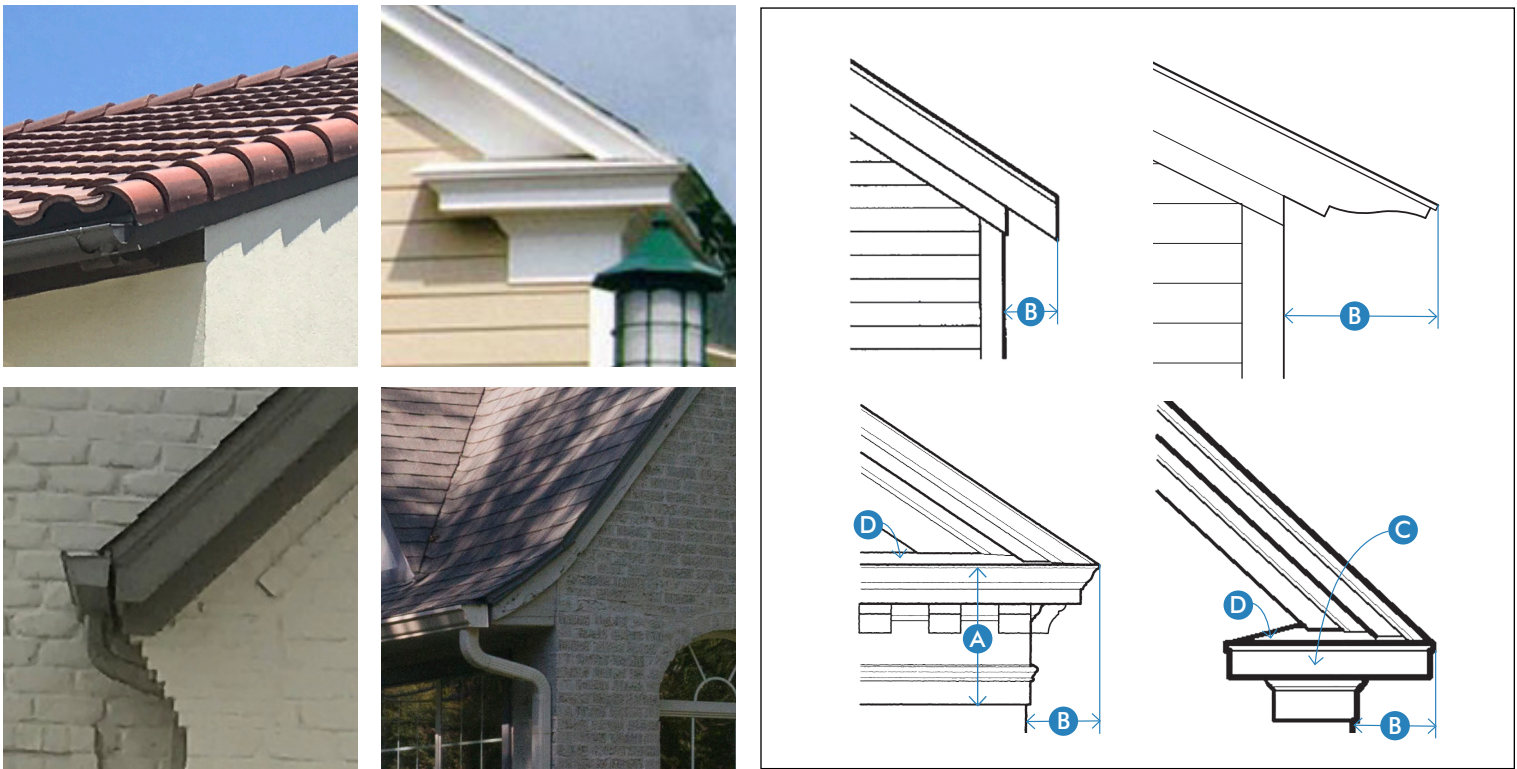


Roof pitch of cornice returns is too steep.



Deep overhangs should not terminate with an oversized "box" cornice detail or large cornice return.

APPROPRIATE CORNICES **YES**



CORNICES, RAKES, & EAVES

- Cornices, rakes, and eaves should be appropriate to the architectural design and style of the building.
- A cornice should be proportioned to define the top of the building wall, but not overpower the facade elements beneath. **A**
- Cornices and eaves should project out horizontally from the vertical wall plane to create depth and shadow on the facade. **B**
- Where appropriate to the style, gable ends should have cornice returns. **C**
- Roofing or flashing material above cornices or cornice returns should not be visible at ground level. **D**
- Traditionally scaled and detailed cornices should follow time-tested scale and proportions. (NOTE: On many historically based traditional designs, the rake detail should incorporate a crown or bed mould trim at the roof edge in lieu of typical 1x2 board.)

INAPPROPRIATE CHIMNEYS **NO**



Chimney depth does not reflect traditional masonry construction.



Siding should not be used as a finish material for a chimney.



Exposed pre-finished chimney terminations are inappropriate.

APPROPRIATE CHIMNEYS



Appropriate for Modern Style only.

YES



CHIMNEYS

- ❑ Chimneys and fireplace flue enclosures, if expressed on exterior with a foundation, should be constructed to “appear” as “real” masonry chimneys. The width and depth should be defined and the height should meet or exceed the minimum per code if it were a masonry fireplace/chimney.
- ❑ Prefabricated spark arrestors should be screened with an approved appropriate decorative chimney cap.
- ❑ A direct vent exhaust should not be placed along the primary facade.
- ❑ Metal chimney pots should be used to cover the typical pre-fabricated flue terminations.
- ❑ Appropriate chimney finishes are: brick, stone, hard coat stucco, metal panel, cementitious panel, or, if extending solely from a roof, stucco board with maximum 1x2 corner trim and appropriately detailed termination.
- ❑ Siding should not be used as an exterior finish on a chimney.
- ❑ If stucco board is used, the stucco board and corner boards should be painted the same color.
- ❑ Direct vent exhausts should be painted to “blend in” and reduce their visibility on the exterior facades.

EXTERIOR LIGHTING

Character & Placement

- ❑ Any exposed fixture should be appropriate in style, material and scale for the home.
- ❑ Front or side entrance light fixtures may be ceiling-mounted, ceiling-recessed, or wall-mounted fixtures.
- ❑ Fixtures located to the side of front loaded garages and garage doors should be a wall-mounted down-light type.
- ❑ Soffit/cornice down lighting should not be used.
- ❑ Floodlights should not be used on any elevation facing the street or common space.
- ❑ Wall-mounted fixture light sources should generally be below 8'-0".
- ❑ If a ceiling fixture is not provided on a porch, the porch should be pre-wired for a ceiling fan.

Illumination & Light Levels

- ❑ Light fixtures should be designed to direct light onto the area intended to be illuminated.
- ❑ Glare shields and cutoff devices should be used to minimize throw onto adjacent properties or any public way.
- ❑ Light sources should be shielded or arranged to minimize unnecessary glare for pedestrians and cars.
- ❑ Exterior lights should be on automatic photocells or timers.
- ❑ Fixtures with visible lamps should be a maximum of 75 watt, warm white (or similar) resulting in a “warm inviting” appearance.
- ❑ Cool white and daylight color bulbs should not be used.

INAPPROPRIATE LIGHTING **NO**



The fixture obscures architectural detail and is mounted too high.



The fixture is oversized.



The light fixture is too small and is mounted too high.



The contemporary fixture is not in character with the rest of the home.

APPROPRIATE LIGHTING



YES



ARCHITECTURAL STYLES

TEXANA FARMHOUSE

AMERICAN COLONIAL

SPANISH REVIVAL

HILL COUNTRY

CRAFTSMAN

EUROPEAN ROMANTIC

MODERN

INTRODUCTION

INTENT OF STYLE GUIDELINES

These Design Guidelines are intended to create a complete integrated community of streetscapes and buildings that are based upon time-tested, regional design principles. While each building should stand on its own design merit, it is intended that each individual building should also contribute to the desired overall community character. These Design Guidelines are not intended to reproduce historical buildings, but rather result in streetscapes featuring a variety of distinct but harmonious architectural styles using timeless design principles, modern materials and current building practices.

These guidelines and the information contained herein are intended as a general and sometimes specific guide to owners, architects, and builders as to the general style, character, and level of quality required for homes and improvements within the neighborhood of Riverset. The precedent photos included in these guidelines are intended to exemplify the typical characteristics and detailing of the architectural styles that are to be adapted to the building types, lot sizes, and price points of homes in Riverset.

The guidelines are not intended to be subjective value judgments of the images and elements indicated, but instead are provided to illustrate the intended design character of the neighborhood. While the images and elements contained herein are not fully comprehensive in scope, they will be used by the Architectural Review Committee (ARC) as a standard for reviewing new homes or improvements. The ARC will have the exclusive authority to define any term or interpret the applicability of any item or component in part or whole contained in these Design Guidelines.



TEXANA FARMHOUSE

The Texana Farmhouse style is derived from eastern Texas and Louisiana vernacular house designs and is similar to the very simple Folk Victorian style of rural America.

Facade Composition

Symmetrical and balanced asymmetrical compositions with simple lines and little ornamentation.

Materials and color

Exterior cladding is typically smooth finished wood or cementitious 6" exposure lap siding or board and batten siding.

Brick or stone is occasionally used as exterior cladding, but is more commonly found as part of a water table detail.

Colors are typically light colors with white trim, whites with white trim and dark accents, or varied earth tones, brick, or stone with light trim.

Roof colors are typically red, brown, green, gray, or charcoal.

Porches

Porches are a prominent feature of this style and are typically a simple 1-story porch with small square, chamfered, or turned columns.

Roofs

Roofs are moderately to steeply-pitched ($\geq 8:12$)

Roof forms are typically gabled, with the main roof form typically being side gabled.

Cornices, Eaves, & Rakes

Simple eaves with eave returns on the gable end.

Brackets and rafter tails are occasionally found as ornamentation on this style.

Doors & Windows

Windows are vertically proportioned equal sash single- or double-hung windows with 2 over 2, 1 over 1, 4 over 4, or 6 over 6 pane configurations.

Doors are typically either solid with 3 or 4 raised panels; or 1/2 to 3/4 glass with panes of similar size and proportion to the windows.

Shutters

Not typical, but if used are raised panel, louvered, or board and batten

Dormers

Shed or gable



A Prominent front porch; B Bracket detail on rake; C Exposed rafter tails; D Eave returns; E Gable pediment detail; F Shed dormer; G Stone accent on chimney; H Gable vents or windows

AMERICAN COLONIAL

The American Colonial Style is the American adaptation of the Georgian style brought over to the colonies by masons and carpenters in the 1700's. The American Colonial style simplified the ornate classical details and introduced the use of clapboard siding in the addition to the more traditional brick cladding.

Facade Composition

Simple rectangular forms with a regular, repetitious composition of windows and doors, often symmetrical.

Ornamentation is typically limited to the entry, stoop, or porch details.

Materials and Color

Exterior cladding is typically smooth finished wood or cementitious 6" exposure lap siding or brick.

Colors are typically whites with white accents, light colors with white trim, or dark red brick with white trim, dark contrasting shutters.

Roof colors are typically green, gray, charcoal, or black.

Porches and Stoops

Covered entry stoop or a simple 1-story porch with small square, chamfered, or turned columns.

Roofs

Roofs are moderately pitched (6:12 to 8:12)

The main roof form is typically side-gabled, but occasionally hipped or with a cross gable

Cornices, Eaves, & Rakes

Shallow eaves with a simplified classical cornice

Doors and Windows

Windows are vertically proportioned equal sash single- or double-hung windows with 6 over 6 or 9 over 9 pane configurations.

Doors are typically either solid with 4 or 6 raised panels; or 1/2 to 3/4 glass with panes of similar size and proportion to the windows.

Elaborate door surrounds and door assemblies with transoms and sidelights are common in this style.

Gable attic windows on front facing gables are common in this style.

Shutters

Shutters are very common, except on accent windows and are typically raised panel or louvered

Dormers

Typically gabled, occasionally hipped



A Regular, repetitious composition of windows; **B** Side gable roof; **C** Ornamentation at entry stoop or porch; **D** Shallow eaves and rake with a simplified classical cornice; **E** Louvered or raised panel shutters; **F** Gabled Dormer

The Spanish Revival Style evolved out of the traditional architecture of the areas of the United States originally settled by the Spanish.

Facade Composition

Simple, typically asymmetrical forms with openings that appear to be pierced in thick masonry or monolithic exterior walls.

Typical ornamentation includes formed stucco work, stone or tile wall accents or door and window surrounds, and barrel tile gable vents.

Materials and color

Exterior cladding is typically stucco, painted brick, or light colored clay brick.

Typical colors are white, off-white, light yellow, and pale earth tones.

Regionally, this style is commonly expressed in primarily brick in yellow clay colors with or without stucco elements.

Roofs are typically clay barrel or flat tiles, or red or terra cotta colored shingles.

Porches and Stoops

Stoops and porches are often recessed in to the body of the house with thick arches and piers.

Second floor cantilevered balconies and juliette balconettes are also common in this style.

Roofs

Roofs are shallow pitched (4:12 to 6:12).

Gabled and hip roof forms are appropriate to this style and are often used in combination with each other.

Cornices, Eaves, & Rakes

Eaves are either shallow with stucco forms that project to meet the overhang, or use exposed rafter tails.

Rakes are typically tight to the face and expressed with roof tiles.

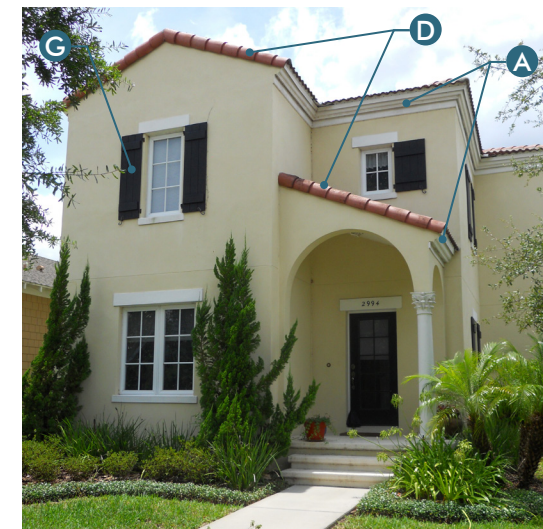
Doors & Windows

Windows are typically vertically proportioned casement windows with small vertically proportioned panes. If single- or double-hung windows are used instead of casements, they should be vertically proportioned equal sash windows with 4 over 4 or 6 over 6 pane configurations.

Doors are typically either solid board and batten, plank, or 2 panel; or 1/2 to full glass with panes of similar size and proportion to the windows. Arched top doors are common in this style.

Shutters

Not typical, but if used are board and batten or paneled.



A Shallow eave with stucco profile; B Exposed rafter tails; C Eave brackets; D Rake tile detail; E Barrel tile roof; F Barrel tile gable detail; G Board and batten shutters

The Hill Country Style is a regional adaptation of architecture brought to the Central Hills of Texas by European immigrants. The simple and authentic style is rooted in the immigrants' masonry and carpentry backgrounds and the local available stone and heavy timber cedar building materials.

Facade Composition

Simple forms with symmetrical and balanced asymmetrical compositions. There is often a dominant central massing with added secondary dependencies.

Materials & Color

Typical exterior cladding includes stone, brick, and stucco.

Rough hewn or weathered wood or monolithic stone is often used as door and window lintels and for porch columns.

Colors typically reflect the traditional natural materials with light colored stone and dark wood accents, or light colored earth tones with dark trim.

Roofs are typically metal or weathered wood, brown, or gray shingles.

Porches & Stoops

Full or partial porch with a low pitch metal roof and simple wood posts, often rough hewn.

Roofs

Roofs pitches vary greatly in this style with some homes having steeper pitches reflecting the more traditional European influence and some with more modern shallow pitches.

The main roof is typically hipped or gabled, with a prominent cross gable.

Cornices, Eaves, & Rakes

Deep eaves and rakes with exposed, often elaborate roof beams, rafter ends, and brackets.

Doors & Windows

Windows are often oversized on the first floor and sometimes replaced with french doors when opening onto a porch.

Windows have either a more traditional configuration of vertically proportioned panes in a casement or single- or double-hung window; or a more modern configuration of horizontally proportioned panes in an fixed or casement window.

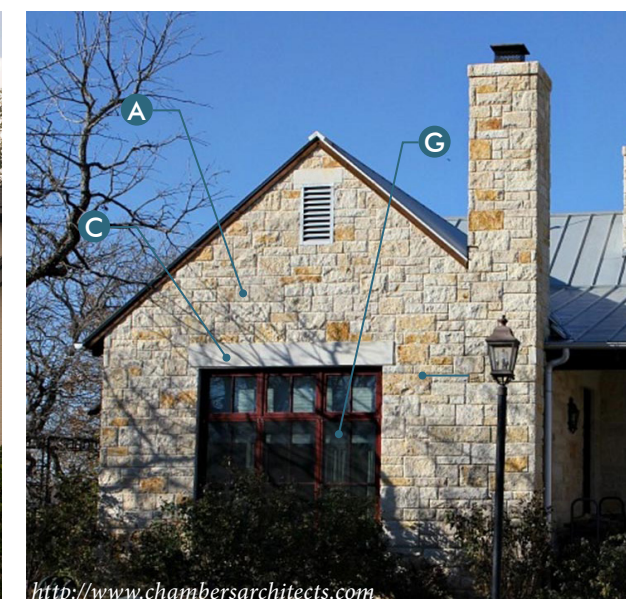
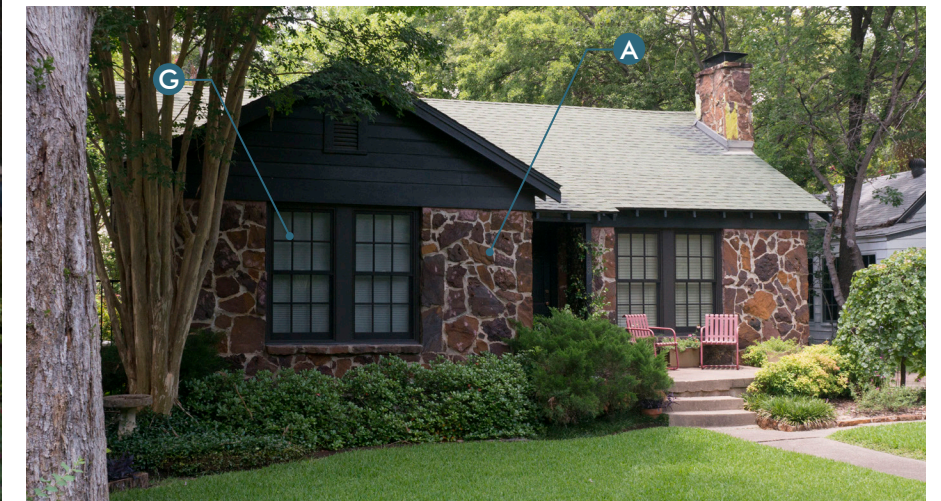
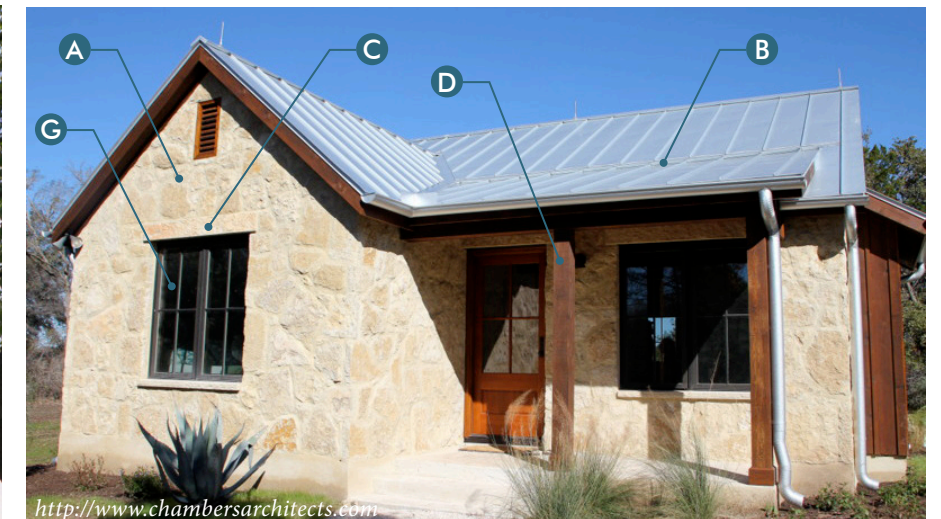
Doors are typically 1/2 to full glass with panes of similar size and proportion to the windows.

Shutters

Not typical, but if used are board and batten

Dormers

Shed or gabled



A Local stone cladding; B Standing seam metal roof; C Heavy timber or monolithic stone lintels; D Simple square porch posts; E Post brackets; F Modern horizontal window panes; G Traditional vertical window panes

The Craftsman Style is rooted in the Arts and Crafts movement that influenced much of the architecture popular in the early part of the 20th century. The Craftsman style emphasizes an expression of the house's structure in its form and detail. Craftsman homes have been easily adapted to various regions of the country both as modest cottages and as larger homes.

Facade Composition

Symmetrical and balanced asymmetrical compositions.

Materials & Color

Craftsman style houses are clad in a variety of materials based on regional construction practices.

Typical regional cladding includes smooth or rough finished wood or cementitious 6" exposure lap siding or shingles, stucco, stone or brick.

Brick or stone is often used as a base for porch columns and as watertable detail.

Colors are typically light colors with white trim, light earth tones with light trim, or dark earth tones with dark trim.

Roof colors are typically red, green, brown, or gray.

Porches & Stoops

Generous full or partial porches with tapered or straight square columns on stone, stucco, or brick base are a prominent feature of this style.

Roofs

Roofs are shallow to moderately pitched (6:12 to 8:12) with deep overhangs

Roof forms are typically front or side gabled roof. Hipped roof forms are found in the style, but are less common.

Cornices, Eaves, & Rakes

Deep eaves and rakes with exposed, often elaborate roof beams, rafter ends, and brackets.

Doors & Windows

Windows are often ganged horizontally and oversized on the first floor.

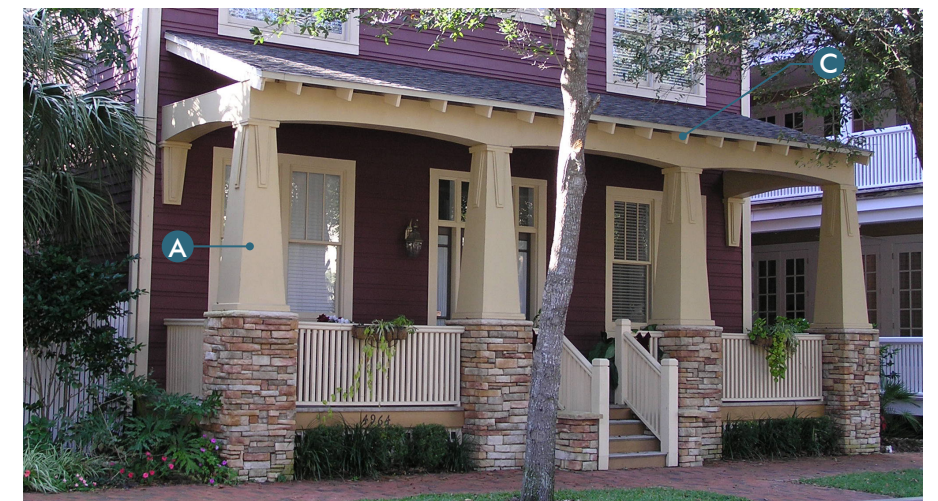
Windows are vertically proportioned equal sash single- or double-hung windows with multiple panes on the upper sash over a single pane lower sash. Small square accent windows are sometimes found in gables.

Gable attic windows are common in this style.

Doors are typically 1/3 to 2/3 glass with panes of similar size and proportion to the windows.

Dormers

Typically shed, occasionally gabled or eyebrow.



A Tapered square columns with a brick or stone base; **B** Ganged windows; **C** Deep eaves with exposed rafters or rafter tails; **D** Deep rake with decorative brackets; **E** Shed Dormer

The European Romantic style is an amalgamation of Tudor, French Country, and other picturesque European styles. The style developed as a derivative of Medieval Revival architecture and as the style evolved, it began to emulate the English Renaissance styles of the 16th and 17th centuries. The style was popularized in U.S. in the 20th Century by returning troops who served in Europe.

Facade Composition

Facades are typically asymmetrical and commonly L-shaped with a front facing gable. There is often a dominant central massing with added secondary dependencies.

Materials and color

Exterior cladding is typically brick, stone, or light colored stucco, sometimes used in combination. Decorative half-timbering is occasionally used as a gable detail. Heavy trim and wood or stone lintels are common in this style. Horizontal wood or cementitious lap siding is less common in this style.

Colors are typically brick in dark clay colors, white painted brick, or varied earth tones with varied dark trim. Roof colors are typically green, brown, or gray.

Stoops

Entries are typically recessed with a small stoop. Full or partial width porches are less common in this style.

Roofs

Roofs are steeply pitched ($\geq 12:12$). The roof form typically consists of side gable main roof form with cross gables & dormers. Gable variations common to this style include nested, asymmetrical eaves (cat slide), sweeping eaves, and clipped.

Cornices, Eaves, & Rakes

Eaves and rakes are typically tight to the facade with shallow overhangs and with decorative brick corbels in the gable.

Doors & Windows

Elevations are typically composed with multiple window sizes, ganged windows, oversized first floor windows, and small accent windows.

Windows are typically vertically proportioned casement windows with small vertically proportioned panes. If single- or double-hung windows are used instead of casements, they should be vertically proportioned equal sash windows with 4 over 4 or 6 over 6 pane configurations.

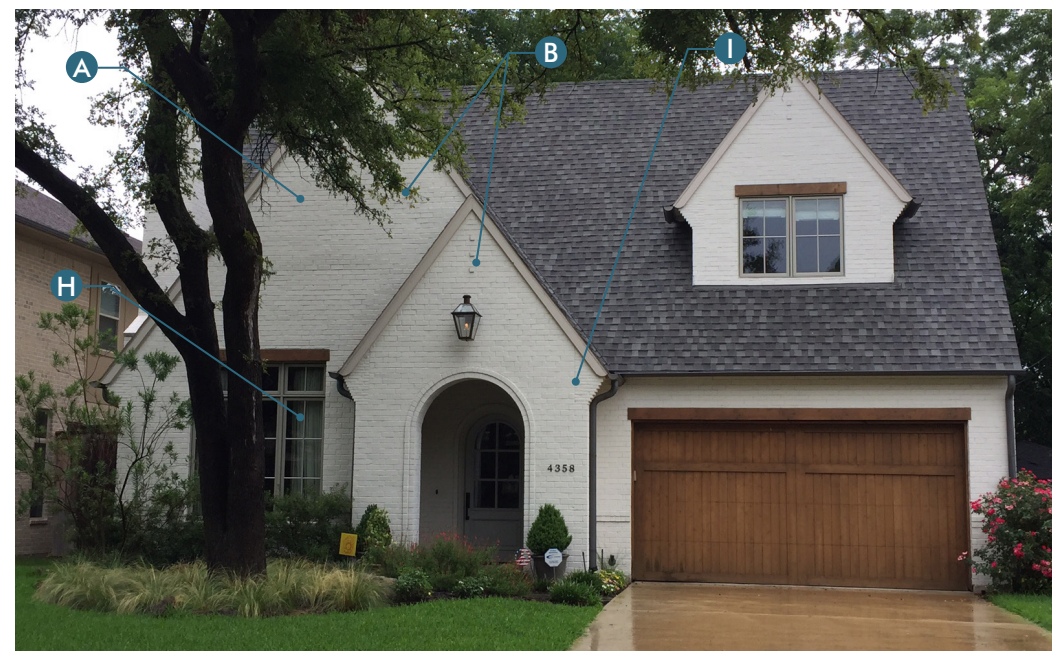
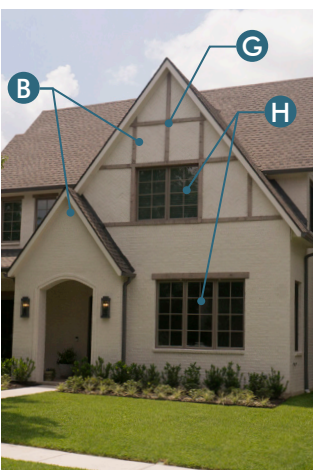
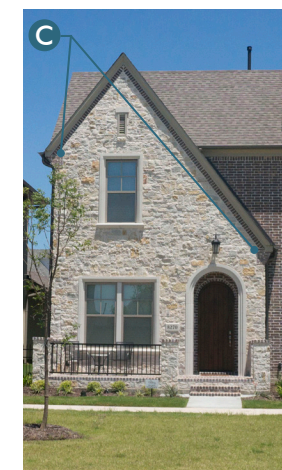
Doors are typically either solid or primarily solid board and batten, plank, or panel; often with a small glass pane or speakeasy. 1/2 to 2/3 glass doors are less common, but when used should have panes of similar size and proportion to the windows. Arched top doors are common in this style.

Shutters

Typically board and batten, occasionally raised panel.

Dormers

Typically shed or hipped, occasionally gabled or eyebrow.



A Prominent front facing cross gable; B Nested gables; C Asymmetrical eaves; D Clipped gable; E Sweeping eave; F Shed dormer; G Decorative half-timbering; H Ganged windows; I Brick corbels

Borrowing from design themes of modernist architecture of the early to mid 1900s, this style has evolved to adapt to local climates, traditions, and materials by re-interpreting traditional elements, such as balconies, deep overhangs, and cantilevered roof planes. These homes will be influenced by local architectural traditions, but offer some design variations.

Facade Composition

Balanced asymmetrical compositions of juxtaposed simple massings.

Materials and Color

Exterior cladding is typically brick, wood or cementitious siding (horizontal and vertical applications), metal and cementitious panels, board and batten.

Materials and colors are often used in combination and often used to distinguish the different massing elements. Bright colors and high contrasting hues by material are common in this style.

Porches and Stoops

Simple porch and stoop detailing with structural members and connection details that are often exposed.

Roofs

Roofs are typically shallow pitched ($\leq 6:12$)

Typical roof forms include gabled, shed, curved, and parapeted.

Cornices, Eaves, & Rakes

Deep eaves and rakes with simple detailing.

Doors & Windows

Windows are often ganged horizontally and oversized on the first floor.

Windows are typically fixed single panes or casement windows. If single- or double-hung windows are used to meet egress requirements, they should be used on side elevations where possible.

Doors are typically either full glass or with horizontally proportioned glass or solid panels.

Shutters

Traditional shutters are not typical in this style, occasionally being replaced with wood or metal window screens or grills.

Dormers

Shed or gable



A Combination of multiple cladding materials or material applications; B Simple exposed structural members; C Shallow pitched shed roof; D Single pane fixed window; E Modern interpretation of traditional form

LANDSCAPE GUIDELINES

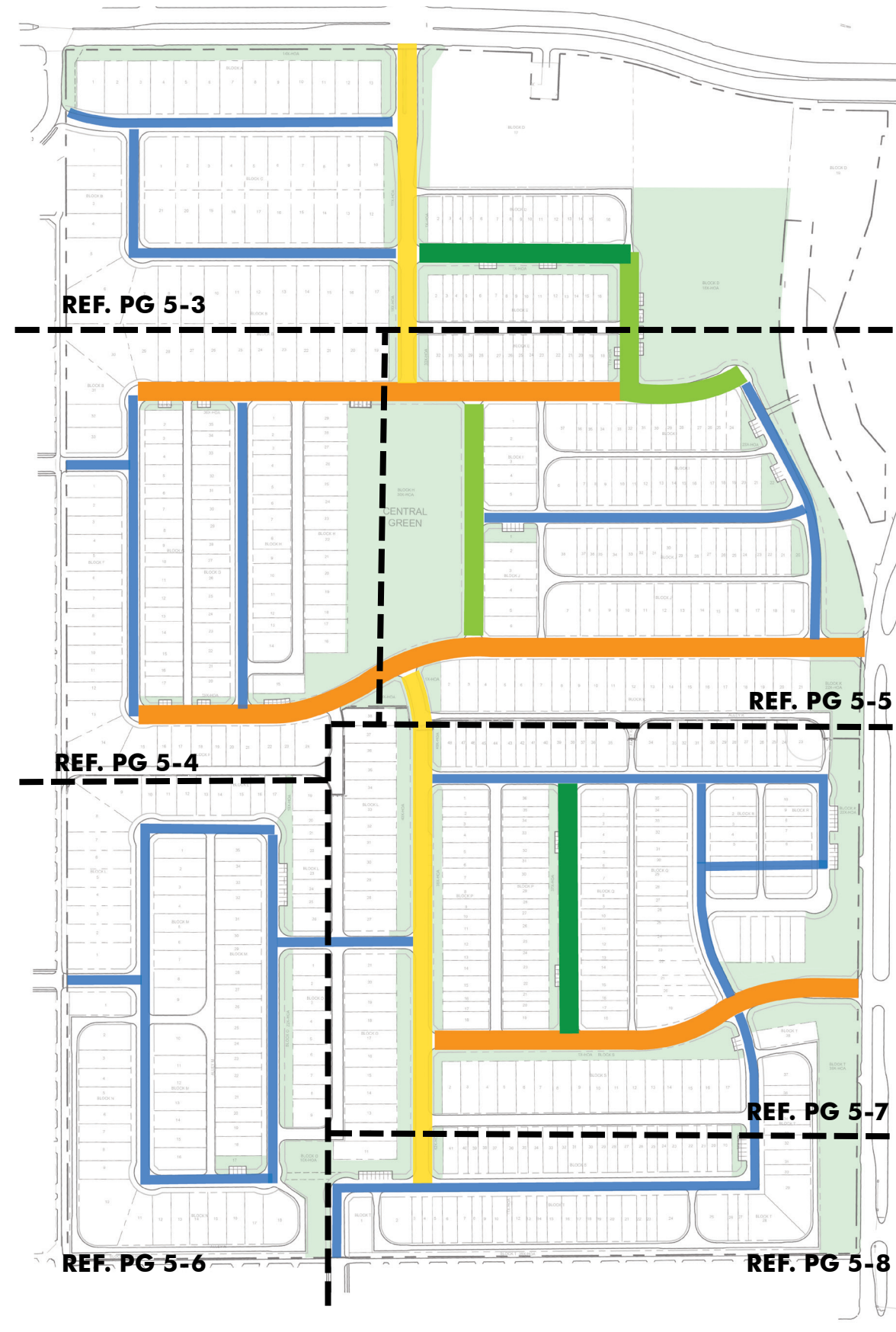
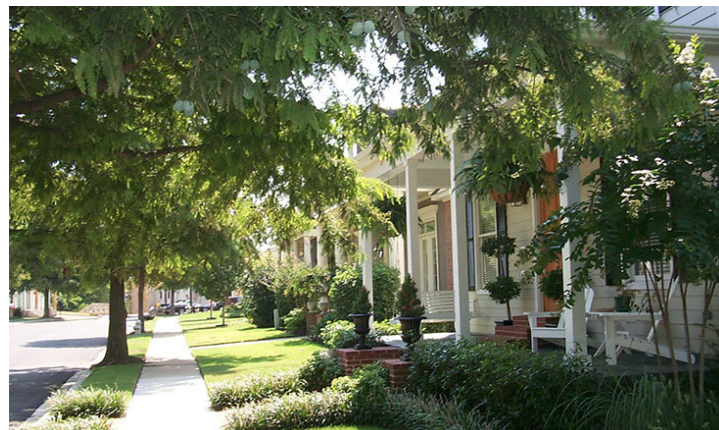
COMMUNITY STREETScape

STREET TREE LAYOUT

FENCING

LOT LANDSCAPE STANDARDS

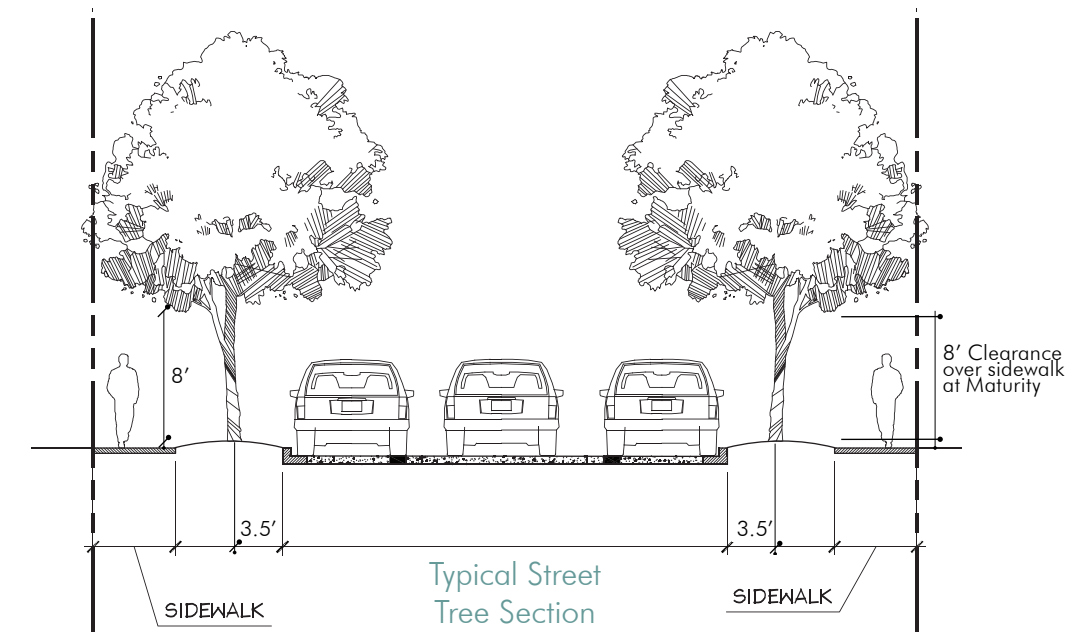
COMMUNITY PLANT PALETTE



STREET TREE MASTER PLAN

The street tree master plan is provided to direct the placement of street trees in the street parkway that front on and side open spaces. Tree type and placement are color coded and indicated on Street Tree Layout, refer to the following pages.

- All street trees to be installed by home builder, except trees in common area. Lots that front on and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle "White" Natchez are to be spaced at approximately 40' o.c., and located 3.5 ft. from back of curb within the street parkway, and have 8' clearance over sidewalk at maturity. Ref. detail below for location within the parkway.
- Crape Myrtle "White" Natchez will be spaced at approximately 25' o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan, and have 8' clearance over sidewalk at maturity.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Perimeter buffer trees to be installed by developer per detail site plan.



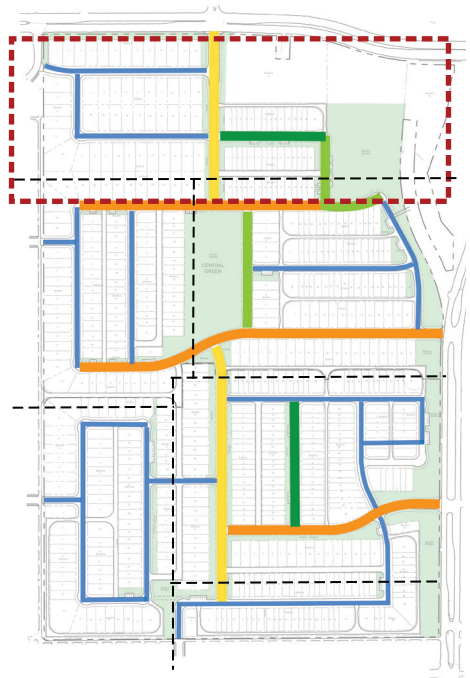
- A : Allee Elm
- B : Chinese Pistache
- C : Crape Myrtle "White" Natchez
- D : Chinquapin Oak
- E : Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust

STREET TREE LAYOUT



- All street trees to be installed by home builder, except trees in common area. Lots that front and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle “White” Natchez are to be spaced at approximately 40’ o.c., and located 3.5 ft. from back of curb within the street parkway. Ref. detail below for location within the parkway.
- Crape Myrtle “White” Natchez will be spaced at approximately 25’ o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Tree locations shown are approximate.

- A: Allee Elm
 - B: Chinese Pistache
 - C: Crape Myrtle “White” Natchez
 - D: Chinquapin Oak
 - E: Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust
- By Builder
— By Developer

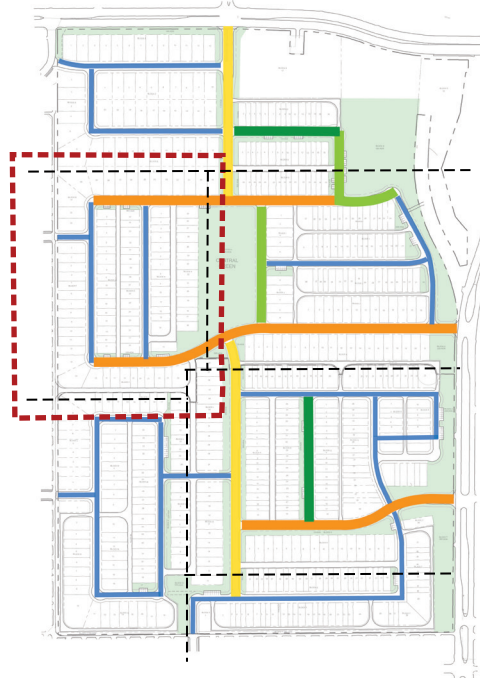


STREET TREE LAYOUT



- All street trees to be installed by home builder, except trees in common area. Lots that front and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle "White" Natchez are to be spaced at approximately 40' o.c., and located 3.5 ft. from back of curb within the street parkway. Ref. detail below for location within the parkway.
- Crape Myrtle "White" Natchez will be spaced at approximately 25' o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Tree locations shown are approximate.

- A: Allee Elm
 - B: Chinese Pistache
 - C: Crape Myrtle "White" Natchez
 - D: Chinquapin Oak
 - E: Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust
- By Builder
By Developer



Note: Block H lot 16 - 29 Tree requirement are exempt and satisfied by the trees in the common area.

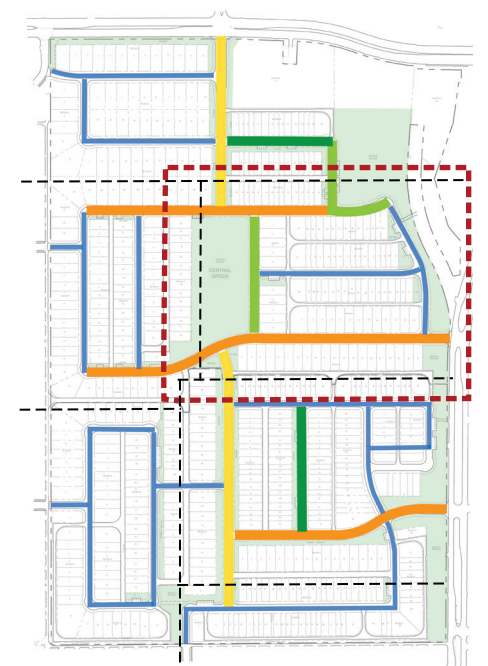
STREET TREE LAYOUT



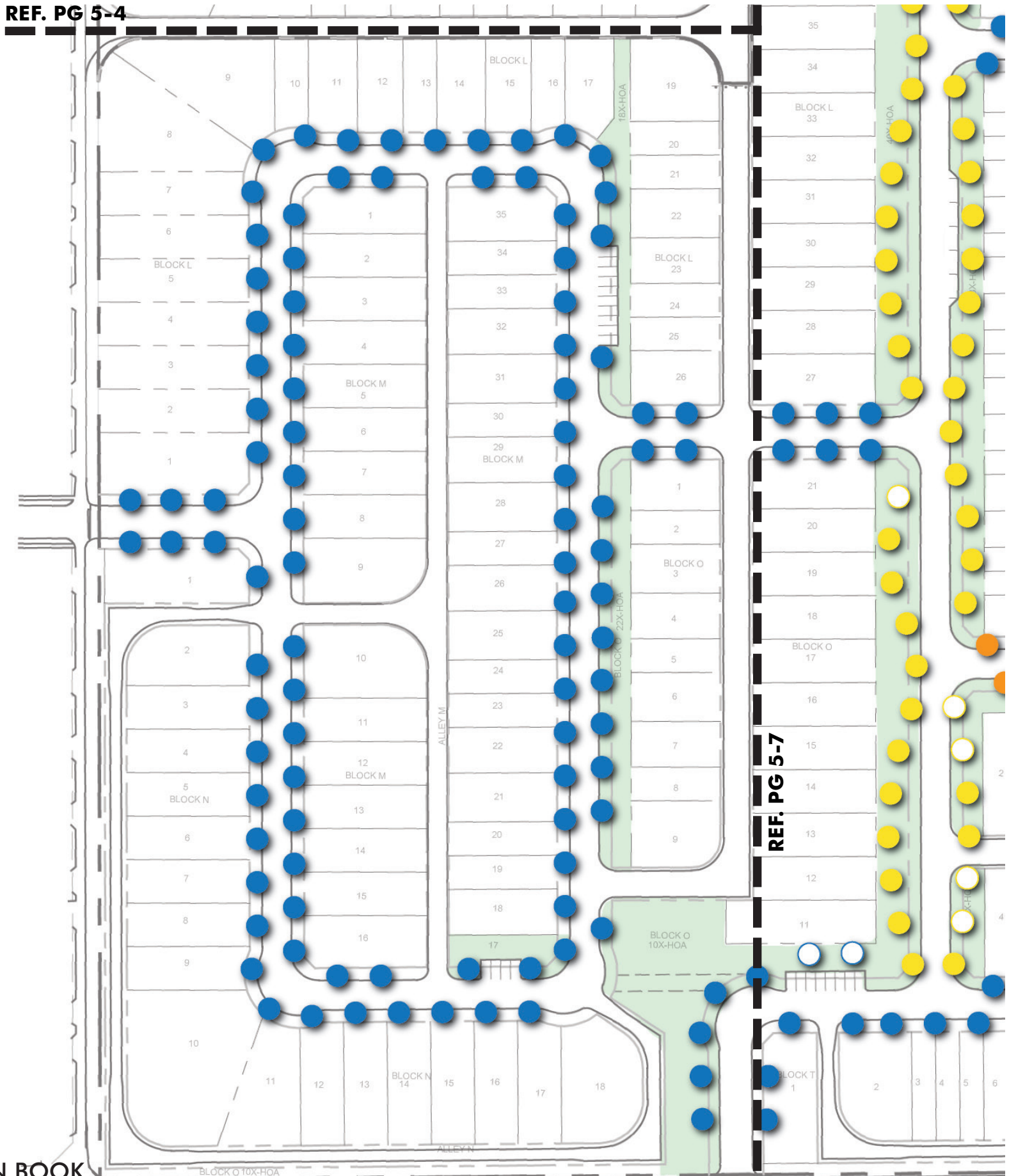
- All street trees to be installed by home builder, except trees in common area. Lots that front and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle “White “ Natchez are to be spaced at approximately 40’ o.c., and located 3.5 ft. from back of curb within the street parkway. Ref. detail below for location within the parkway.
- Crape Myrtle “White” Natchez will be spaced at approximately 25’ o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Tree locations shown are approximate.

- ● A: Allee Elm
● ● B: Chinese Pistache
● ● C: Crape Myrtle "White" Natchez
● ● D: Chinquapin Oak
● ● E: Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust

- *By Builder*
- *By Developer*

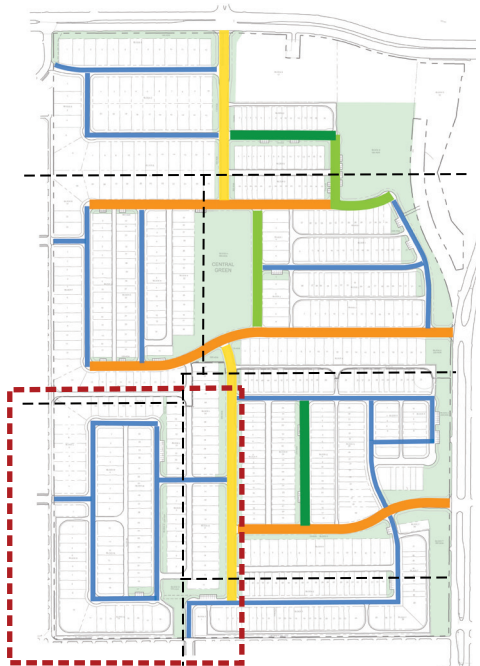


REF. PG 5-4



- All street trees to be installed by home builder, except trees in common area. Lots that front and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle "White" Natchez are to be spaced at approximately 40' o.c., and located 3.5 ft. from back of curb within the street parkway. Ref. detail below for location within the parkway.
- Crape Myrtle "White" Natchez will be spaced at approximately 25' o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Tree locations shown are approximate.

- A: Allee Elm
 - B: Chinese Pistache
 - C: Crape Myrtle "White" Natchez
 - D: Chinquapin Oak
 - E: Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust
- By Builder
— By Developer

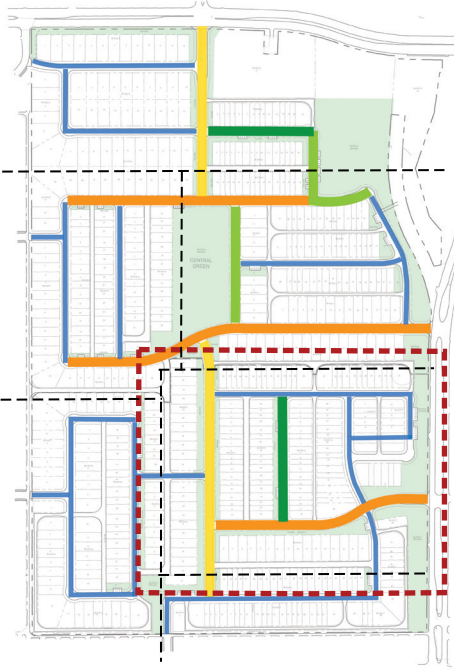


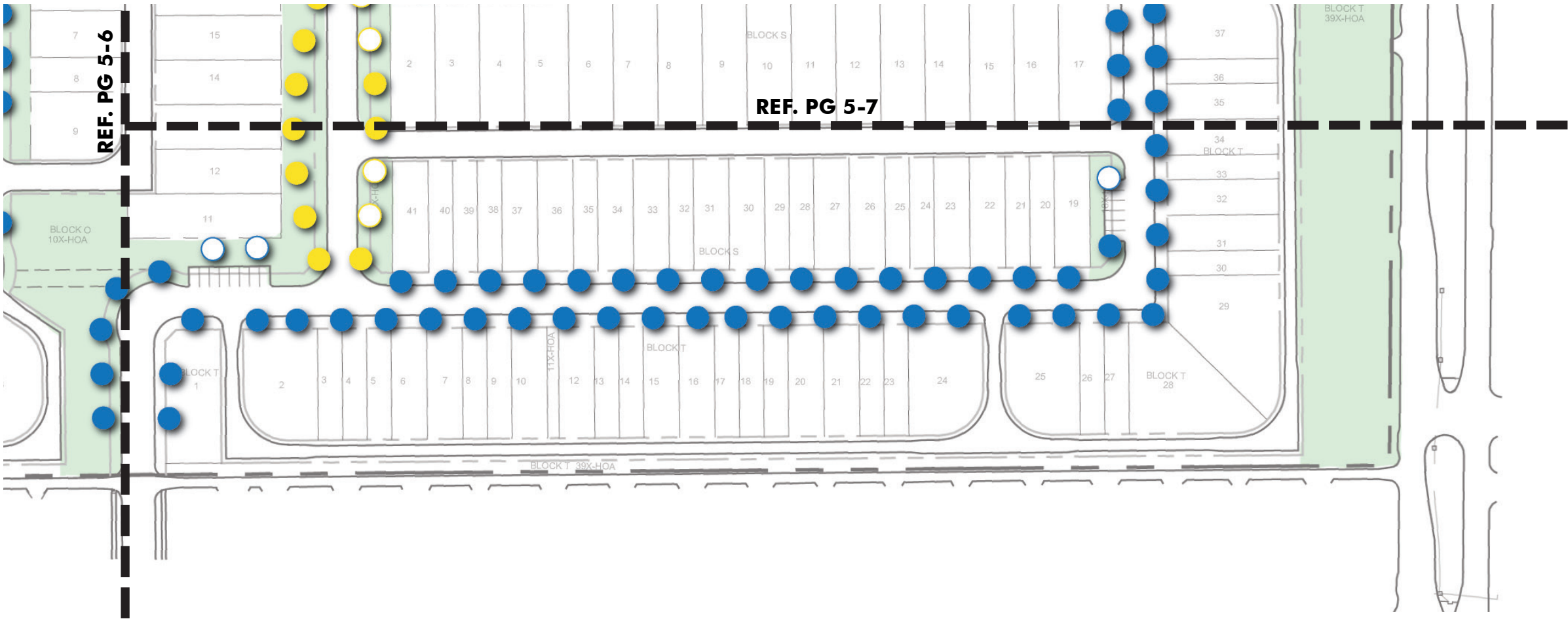
STREET TREE LAYOUT



- All street trees to be installed by home builder, except trees in common area. Lots that front and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle "White" Natchez are to be spaced at approximately 40' o.c., and located 3.5 ft. from back of curb within the street parkway. Ref. detail below for location within the parkway.
- Crape Myrtle "White" Natchez will be spaced at approximately 25' o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Tree locations shown are approximate.

- A: Allee Elm
 - B: Chinese Pistache
 - C: Crape Myrtle "White" Natchez
 - D: Chinquapin Oak
 - E: Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust
- By Builder
— By Developer





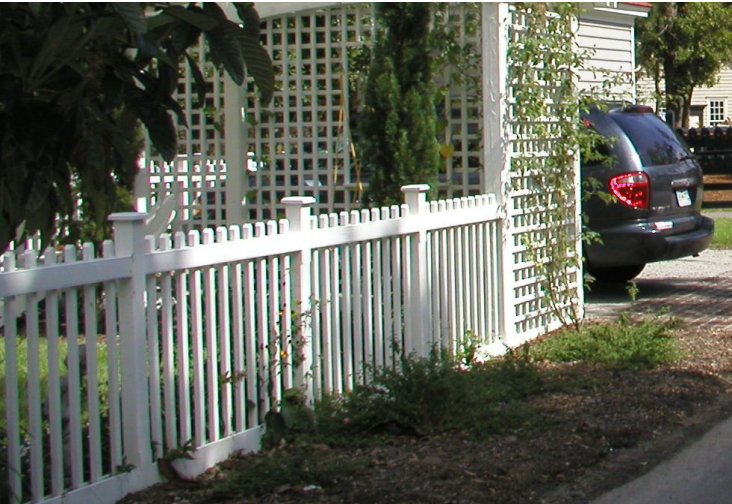
- All street trees to be installed by home builder, except trees in common area. Lots that front and side open spaces may have the parkway trees installed by the developer as indicated on the plan but will be reimbursed by the builder.
- All street trees except Crape Myrtle "White " Natchez are to be spaced at approximately 40' o.c., and located 3.5 ft. from back of curb within the street parkway. Ref. detail below for location within the parkway.
- Crape Myrtle "White" Natchez will be spaced at approximately 25' o.c., and located 3.5 ft. from back of curb within the street parkway, indicated on enlarged tree layout plan.
- For streets designated with more than one tree species, same tree species can not be planted in groups of more than four (4) along the street parkway.
- Tree locations shown are approximate.

- A: Allee Elm
 - B: Chinese Pistache
 - C: Crape Myrtle "White" Natchez
 - D: Chinquapin Oak
 - E: Red Oak, Cedar Elm, Allee Elm, Thornless Honeylocust
- By Builder
— By Developer

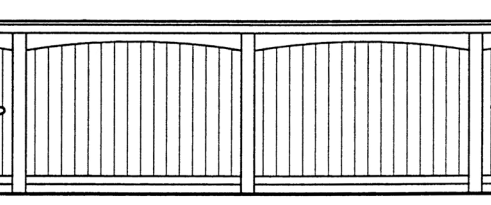
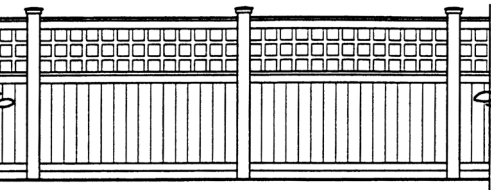
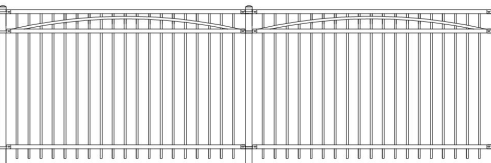
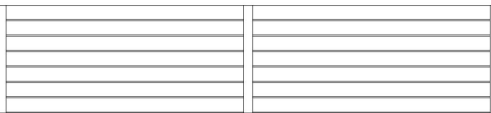
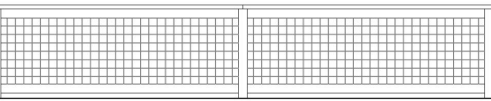
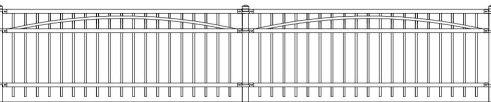
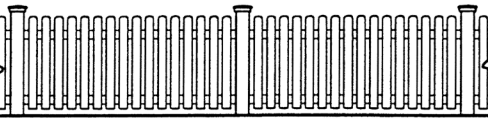


APPROPRIATE FENCES

YES



Sample of Appropriate Styles



Overview

Fences and walls should be compatible with the design, materials, and colors of the principle structure.

- Fences should be made of masonry, ornamental metal, or durable wood or some combination of the three.
- Chain link or plastic should not be used.
- All wood fences should be stained brown as specified and sealed or painted brown as specified on both sides. Colors must be approved by the ARC.
- Vinyl fences should be low-sheen and must be approved by the ARC.

Front Yard Fencing

- Front yard fencing is encouraged and anticipated to provide courtyard fencing for front yard outdoor living.
- May be solid or transparent so long as its height does not exceed 42 inches and it is located a minimum of 18 inches behind the sidewalk edge.
- Fence posts and gateways may have a maximum height of 54 inches. Taller features, such as a trellis entryway, are encouraged but will require approval from ARC.
- Fencing options are (1) Ornamental steel painted black; (2) Decorative galvanized cattle wire, 4 guage min.; (3) Picket fences; (4) Horizontal slat fence
- Pickets should be routed through rails or face-mouthed in front of rails. Bracket and receptacle type connectors to posts and rails are discouraged.

Residential Fencing Abutting Common Space

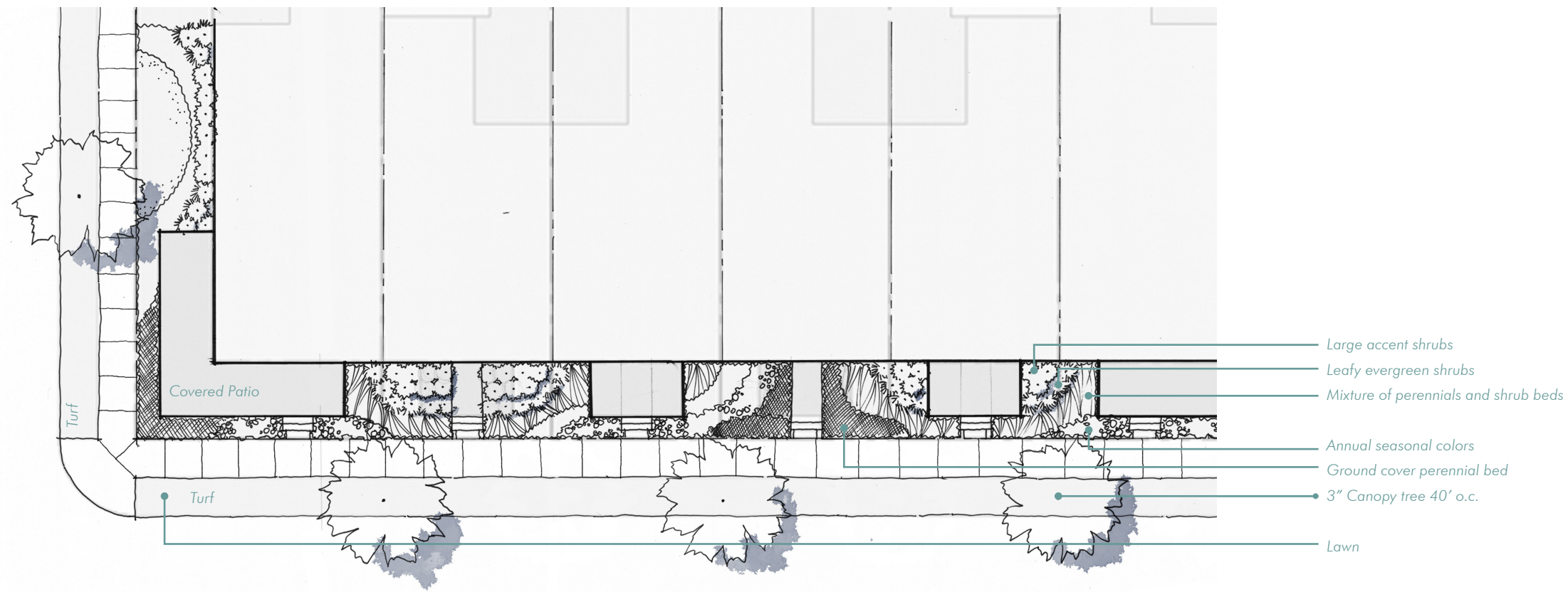
- Shall meet the standard set forth above for front yard fencing except that side yard fencing abutting common space may be up to 5 feet tall and shall maintain the style and quality of front yard fencing on the lot if it exists, or be ornamental steel painted black .

Side Yard Fencing

- Maintain the style and quality standards of the front yard fence.
- Corner lot side yard fencing should be ornamental steel painted black capped with top rail not to exceed 5 feet in height, and set back at least 18 inches from the side walk.
- Side yard fences between lots may be up to 6 feet tall and butt joint or board on board with an appropriate cap detail.

Rear Yard Fencing

- Rear yard fences shall match the style and quality of interior side yard fencing.
- May be up to 6 feet tall and butt joint or board on board with an appropriate cap detail.



TOWN HOME LOT

- ☐ Gravel/granite can be used for small pathways or as an alternate to ground cover.
- ☐ Standard Concrete walkway may be upgraded to rock salt finish.
- ☐ Porch paving may be upgraded to brick.
- ☐ Small understory tree or ornamental tree may be planted in addition to the required trees.
- ☐ Not to scale, refer to final plat and zoning for set backs.

Natural Style

The Natural Style blends the native plant palette and features free-form planting with soft edges. The meandering planting beds with ornamental grasses, annuals, perennials and shrubs soften the rigid lines of the house. This planting style mimics nature, uses diversified plant species, improves wildlife habitat, and reduces maintenance costs.

Key Characteristics

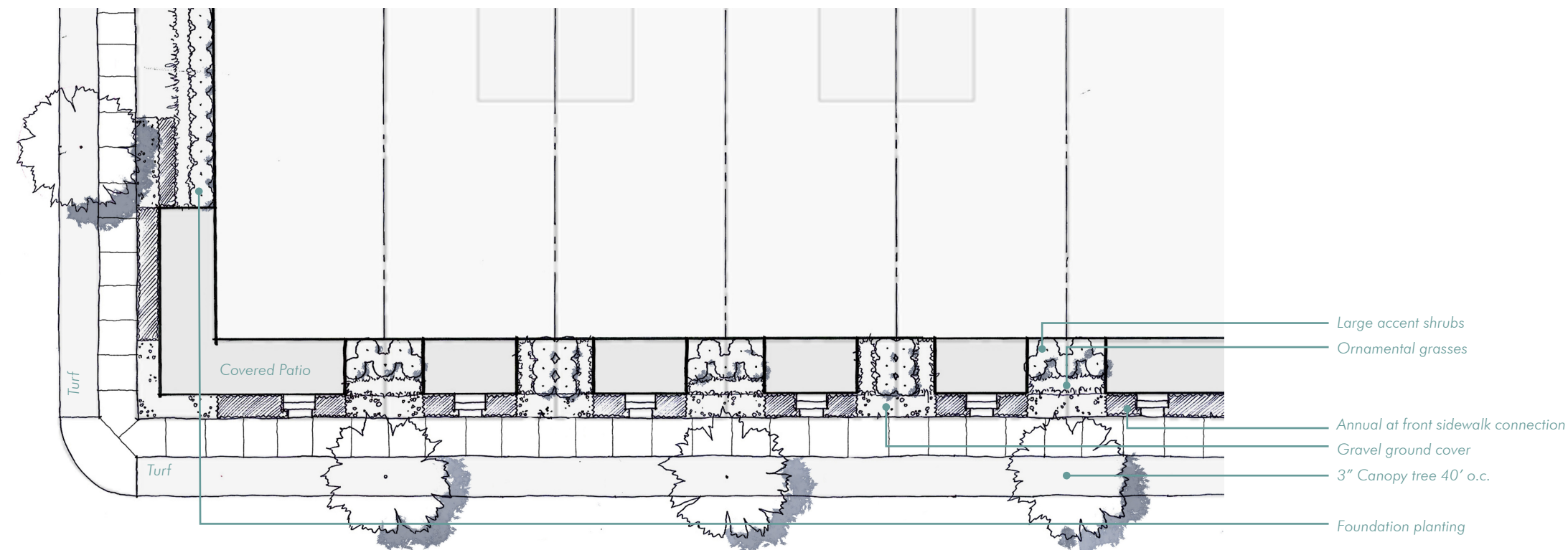
- ☐ Meandering planting bed
- ☐ Less symmetrical
- ☐ Layering high to low from foundation
- ☐ Gradual transitions to lawn
- ☐ Mixed perennial beds frequently used
- ☐ Irregular spaced plants, generally in masses

Formal Style

The Formal Style landscape is more streamlined and refined than the Natural Style, normally using a more symmetrical pattern in the landscape. The Formal Style has a manicured look that balances the architecture, mimicking the front facade portion of the architecture.

Key Characteristics

- ☐ Central axis walkway to door
- ☐ Symmetrically balanced planting bed
- ☐ Curvilinear beds are not encouraged
- ☐ Clipped or manicured shrub borders
- ☐ Equally spaced plants generally in a linear form



VILLA LOT

- ☐ Gravel/granite can be used for small pathways or as an alternate to ground cover.
- ☐ Standard concrete walkway may be upgraded to rock salt finish.
- ☐ Porch paving may be upgraded to brick.
- ☐ Small understory tree or ornamental tree may be planted in addition to required trees.
- ☐ Not to scale, refer to final plat and zoning for setbacks.

Natural Style

The Natural Style blends the native plant palette and features free-form planting with soft edges. The meandering planting beds with ornamental grasses, annuals, perennials and shrubs soften the rigid lines of the house. This planting style mimics nature, uses diversified plant species, improves wildlife habitat, and reduces maintenance costs.

Key Characteristics

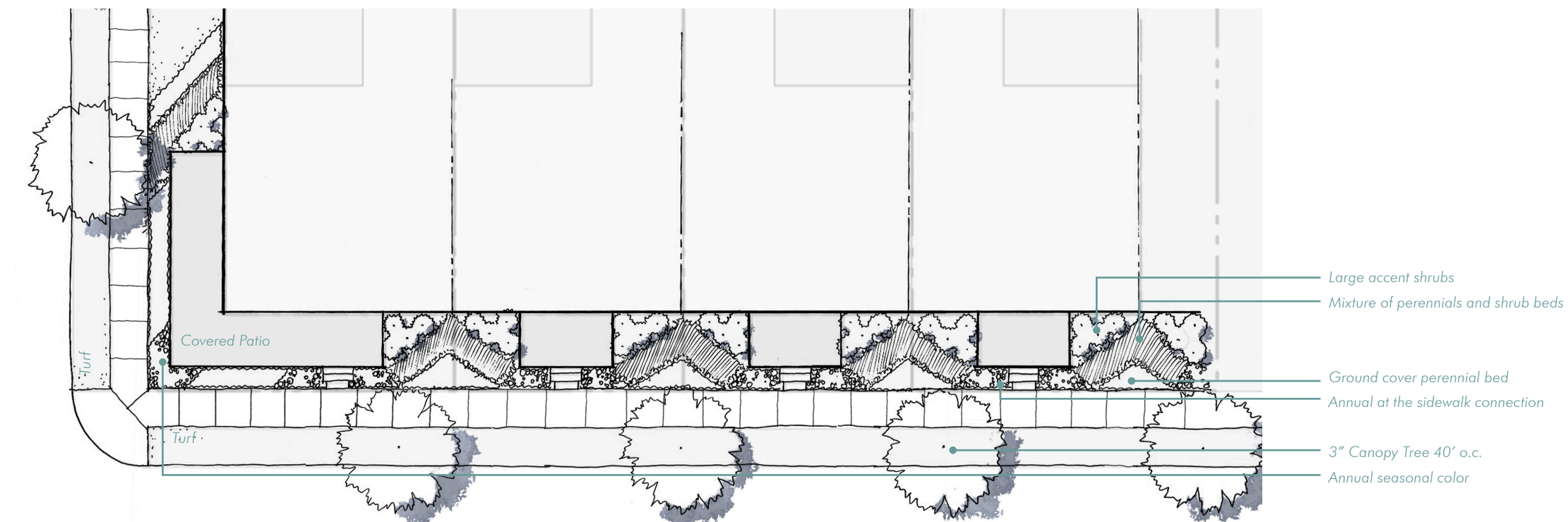
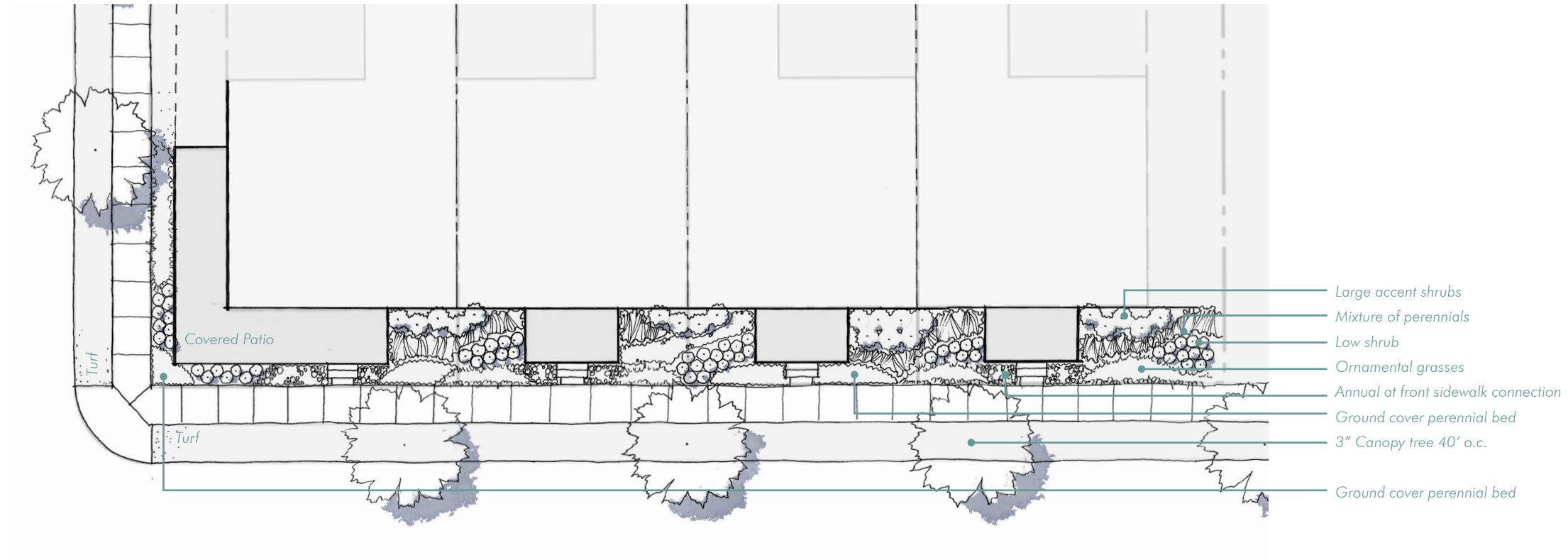
- ☐ Meandering planting bed
- ☐ Less symmetrical
- ☐ Layering high to low from foundation
- ☐ Gradual transitions to lawn
- ☐ Mixed perennial beds frequently used
- ☐ Irregular spaced plants, generally in masses

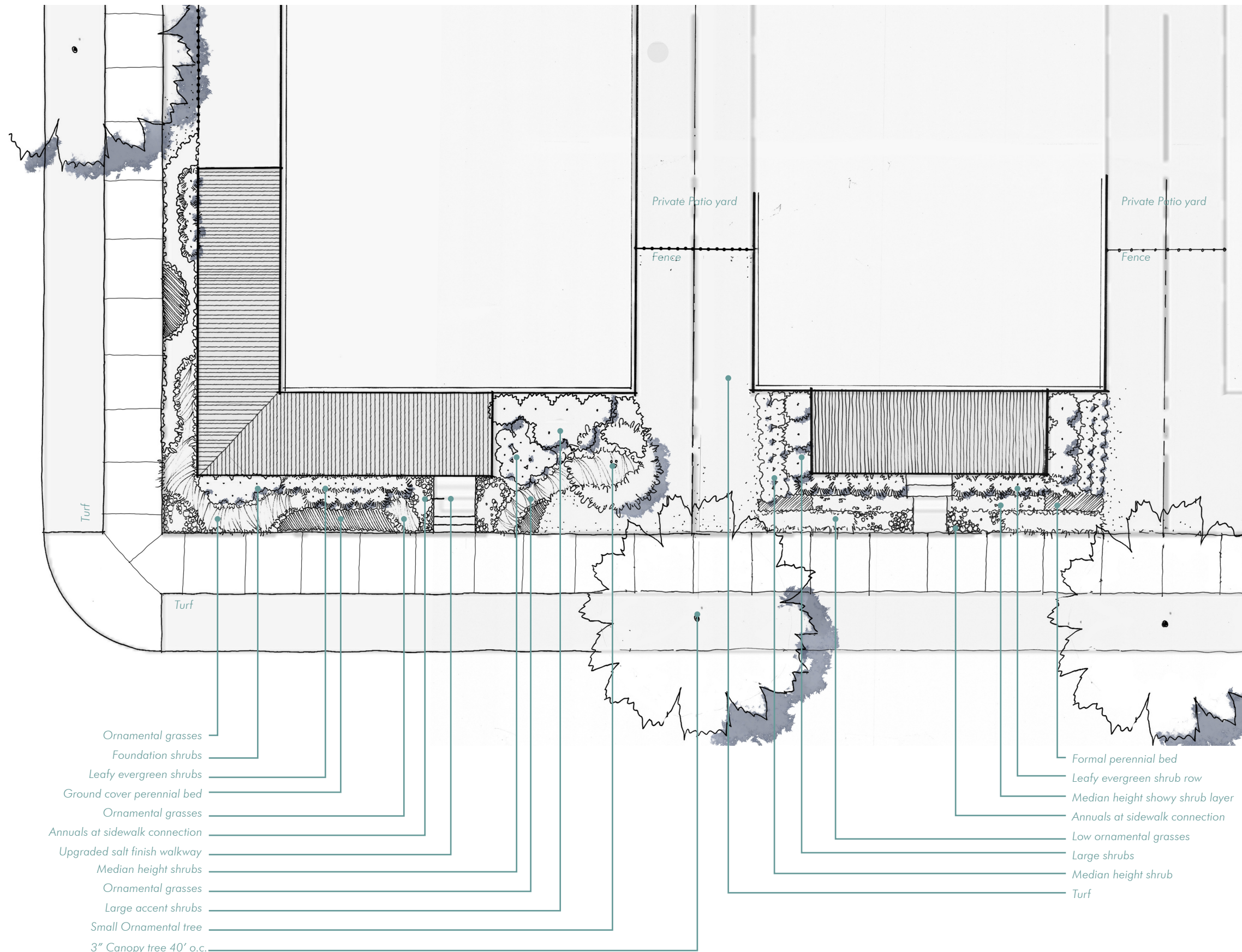
Formal Style

The Formal Style landscape is more streamlined and refined than the Natural Style, normally using a more symmetrical pattern in the landscape. The Formal Style has a manicured look that balances the architecture, mimicking the front facade portion of the architecture.

Key Characteristics

- ☐ Central axis walkway to door
- ☐ Symmetrically balanced planting bed
- ☐ Curvilinear beds are not encouraged
- ☐ Clipped or manicured shrub borders
- ☐ Equally spaced plants generally in a linear form





GARDEN LOT

- ☐ Gravel/granite can be used for small pathways or as an alternate to ground cover.
- ☐ Standard concrete walkway may be upgraded to rock salt finish.
- ☐ Porch paving may be upgraded to brick.
- ☐ Small understory tree or ornamental tree may be planted in addition to required trees.
- ☐ Not to scale, refer to final plat and zoning for setbacks.

Natural Style

The Natural Style blends the native plant palette and features free-form planting with soft edges. The meandering planting beds with ornamental grasses, annuals, perennials and shrubs soften the rigid lines of the house. This planting style mimics nature, uses diversified plant species, improves wildlife habitat, and reduces maintenance costs.

Key Characteristics

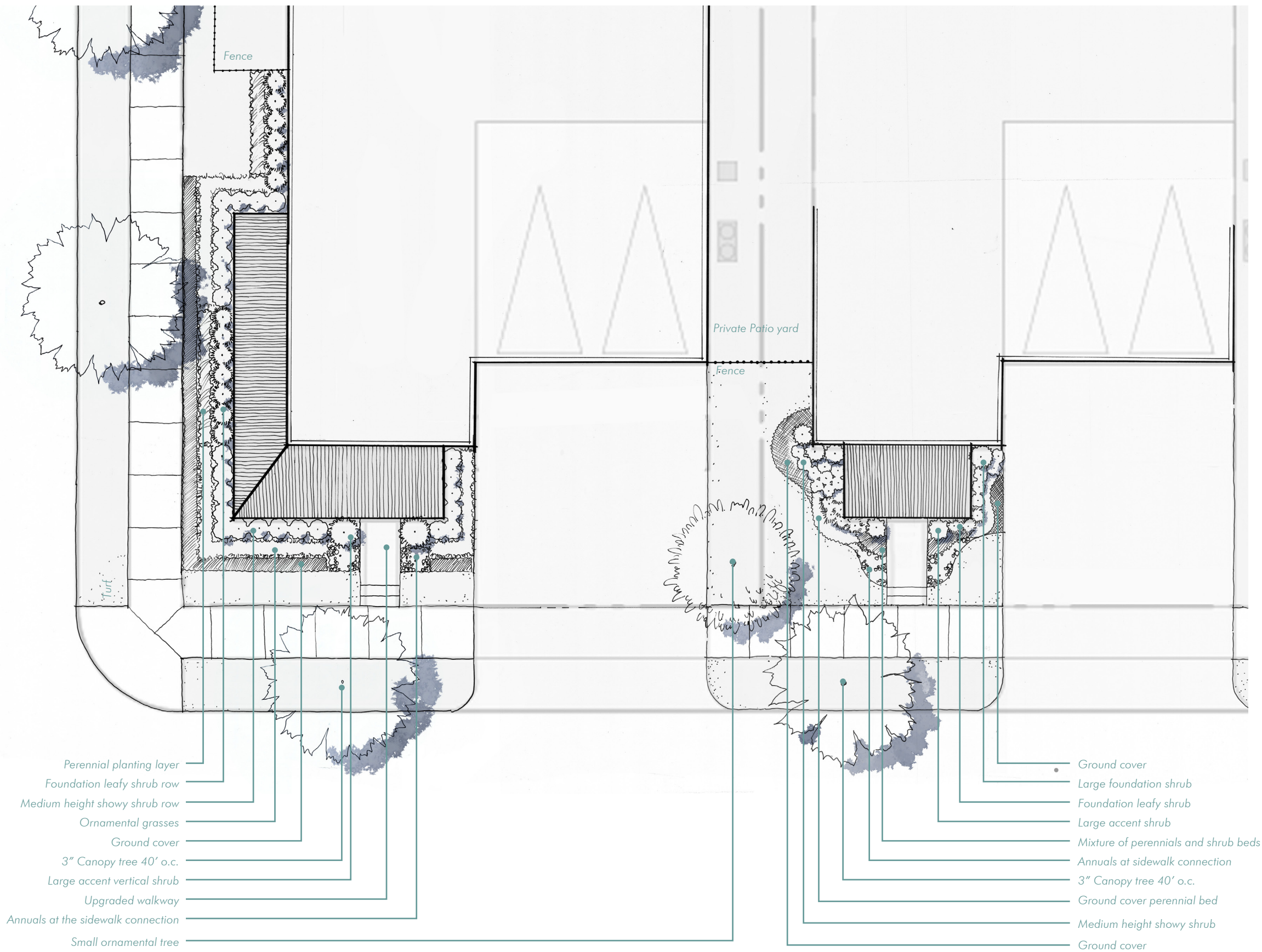
- ☐ Meandering planting bed
- ☐ Less symmetrical
- ☐ Layering high to low from foundation
- ☐ Gradual transitions to lawn
- ☐ Mixed perennial beds frequently used
- ☐ Irregular spaced plants, generally in masses

Formal Style

The Formal Style landscape is more streamlined and refined than the Natural Style, normally using a more symmetrical pattern in the landscape. The Formal Style has a manicured look that balances the architecture, mimicking the front facade portion of the architecture.

Key Characteristics

- ☐ Central axis walkway to door
- ☐ Symmetrically balanced planting bed
- ☐ Curvilinear beds are not encouraged
- ☐ Clipped or manicured shrub borders
- ☐ Equally spaced plants generally in a linear form



MANOR LOT

- Gravel/granite can be used for small pathways or as an alternate to ground cover.
- Standard concrete walkway may be upgraded to rock salt finish.
- Porch paving may be upgraded to brick.
- Small understory tree or ornamental tree may be planted in addition to required trees.
- Not to scale, refer to final plat and zoning for set backs.

Natural Style

The Natural Style blends the native plant palette and features free-form planting with soft edges. The meandering planting beds with ornamental grasses, annuals, perennials and shrubs soften the rigid lines of the house. This planting style mimics nature, uses diversified plant species, improves wildlife habitat, and reduces maintenance costs.

Key Characteristics

- Meandering planting bed
- Less symmetrical
- Layering high to low from foundation
- Gradual transitions to lawn
- Mixed perennial beds frequently used
- Irregular spaced plants, generally in masses

Formal Style

The Formal Style landscape is more streamlined and refined than the Natural Style, normally using a more symmetrical pattern in the landscape. The Formal Style has a manicured look that balances the architecture, mimicking the front facade portion of the architecture.

Key Characteristics

- Central axis walkway to door
- Symmetrically balanced planting bed
- Curvilinear beds are not encouraged
- Clipped or manicured shrub borders
- Equally spaced plants generally in a linear form

LOT LANDSCAPE STANDARDS



This formal front yard landscape has good layering and contrast between the accent shrub and showy shrub



Shady plant palettes on the appropriate side of the home create a landscape that will thrive. Pathways that utilize pavers, bricks, gravel are an acceptable material change from concrete.



Natural planting style has a variety of plant species that makes the lot feel full and colorful.



Upright tall shrubs off vertical elements at the front of the home, marking the way to the front door for visitors.



The layered, formal approach to the landscape matches the character of the home.



Rows of ornamental grasses are used to create formal look and good privacy screen for patio users.



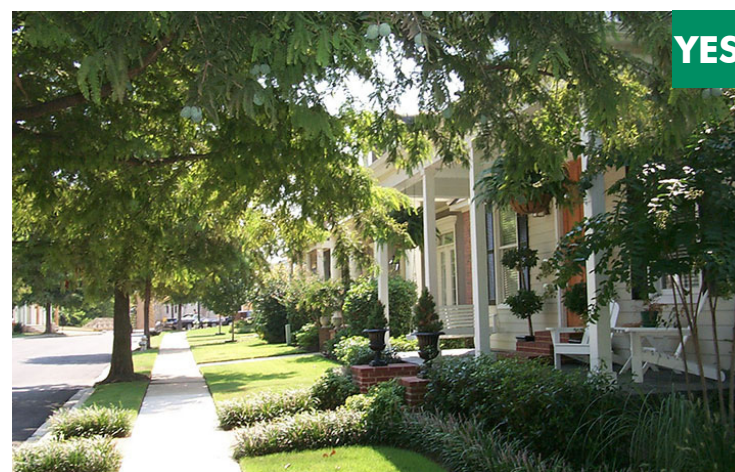
Rock and water features are acceptable use of landscape materials to provide variety to the beds. Multiple species and layered looks give a prominence to the entry of the home



Native Ornamental grasses in mass bring the airy and soft feel to the home., also offer privacy screen.



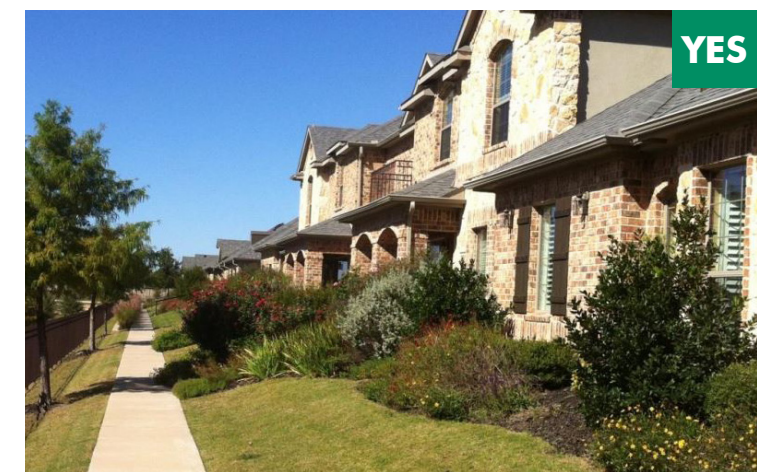
Use of ground cover to cover slope of elevated lawn.



Simple layered low shrub and grass row open up view for home owners to enjoy on the patio. Lower native grasses mark the walkway that's welcoming



Mulch beds were used to bring contrast to lawn and reduce maintenance. Accent trees stand out among the foundation shrubs.



Meandering planting beds mixed with perennials and shrubs softens the architectural edges and makes the home feels inviting.



Chinese Pistache



Allee Elm



Cedar Elm



Bald Cypress



Bur Oak



Chinquapin Oak



Crape Myrtle "White" Natchez



Red Oak



Vitex



Mexican plum



Possumhaw Holly



Russian Sage



Texas Sage



Soft leaf yucca

ACCEPTABLE LANDSCAPE SPECIES

Plant Selection

At Riverset, residents should plant with a palette consisting mainly of native and adaptive plants. “Native” refers to plants having existed within the North Texas region prior to the arrival of European settlers. Thanks to their long-term development and adaptation to the region, native plants have several advantages over introduced flora including winter hardiness, pest resistance, and low maintenance needs. Native plants also create valuable habitat and food sources for regional wildlife which support overall health and beauty of the surrounding streams, prairies and woodlands. Plants should be purchased full and lush, at a size to produce significant visual impact; minimum 3” caliper trees, 2” caliper ornamental trees and understory trees, 5 gal. shrubs, and 4” pots for ground covers. All plants should be full and thriving at the time of planting.

Landscaping Guidelines

The following is a native and adaptive plant guide for landscaping in Riverset. Native plants not identified in this list may be used with additional submission of material showing “native plant” status to be approved by ARC. Use of non-native or adaptive plants should be limited to species and varieties of plants that are non-invasive. Use of plant not listed needs to be approved by ARC.

Trees - Large Canopy

Acer grandidentatum	Maple, Bigtooth	Adapted
Acer saccharum 'Caddo'	Maple, Caddo	Adapted, Drought
Fraxinus americana	Ash, White	Native, Drought
Fraxinus texensis	Ash, Texas	Native, Drought
Gleditsia triacanthos 'inermis'	Honey Locust	Adapted, Drought
Magnolia grandiflora	Magnolia Southern	Adapted
Pistacia chinensis	Pistache, Chinese	Adapted
Platanus occidentalis	Sycamore, Mexican	Adapted
Quercus macrocarpa	Oak, Bur	Native, Drought
Quercus muehlenbergii	Oak, Chinquapin	Native, Drought
Quercus shumardii	Oak, Schumard Red	Native, Drought
Quercus virginiana	Oak, Live	
Taxodium distichum	Bald Cypress	Adapted
Ulmus americana	Elm, American	Native, Drought
Ulmus crassifolia	Elm, Cedar	Native, Drought
Ulmus parvifolia	Elm, Lacebark	
Ulmus parvifolia 'Elmer II'	Elm, Allee Lacebark	Adapted
Ulmus parvifolia 'Upmtfi'	Elm, Bosque Lacebark	Adapted
Ulmus parvifolia var. Allee	Elm, Allee	

Trees - Small Ornamental

Cercis Canadensis var 'texensis'	Texas Redbud	Native, Drought
Chliopsis lineais	Desert Willow	
Cotinus obovatus	American Smoketree	
Diospyros texana	Persimmon, Texas	Adapted, Drought
Ilex decidua	Holly, Possumhaw	Native, Drought
Ilex vomitoria	Holly, Yaupon	Native, Drought
Juniperus chinensis	Blue Point Juniper	
Koelreuteria paniculata	Golden Raintree	Adapted
Lagerstroemia indica	Crape Myrtle	Adapted, Drought
Magnolia grandiflora var. Little Gem	Little Gem Magnolia	
Magnolia stellata	Star Magnolia	
Prunus mexicana	Mexican Plum	Native, Drought
Rhus copallina	Shining Sumac	Adapted, Drought
Sophora affinis	Eve's Necklace	Adapted, Drought
Virburnum rufidulum	Rusty Blackhaw	Native, Drought
Vitex agnus-castus	Chaste Tree	Adapted, Drought

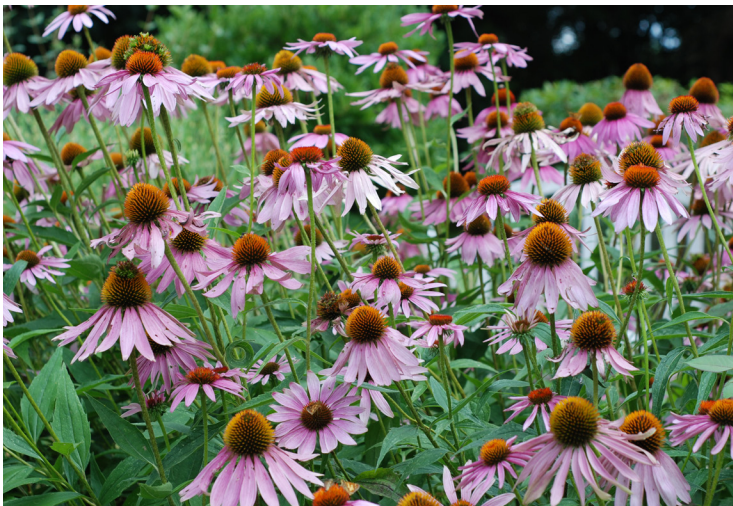
Trees & Shrubs - High Level Screening

Cupressocyparis leylandii	Leyland Cypress	Adapted
Ilex cornuta 'Burfordii'	Burford Holly	Adapted
Ilex cornuta 'Nellie R. Stevens'	Holly, Nellie R. Stevens	Adapted, Drought
Ilex x 'Mary Nell'	Mary Nell Holly	Adapted
Ilex x attenuata 'Foster'	Holly, Foster	Adapted
Juniperus virginiana	Eastern Red Cedar	Native, Drought
Ligustrum japonicum	Waxleaf Ligustrum	Adapted
Ligustrum lucidum	Glossy Ligustrum	Adapted
Magnolia grandiflora 'Little Gem'	Magnolia, 'Little Gem'	Adapted
Myrica cerifera	Wax Myrtle	Native, Drought
Photinia serrulata (not P. fraseri)	Chinese Photinia	Adapted
Pinus eldarica	Pine, Mondell/Eldarica	Adapted, Drought
Prunus caroliniana	Cherry Laurel	Adapted

COMMUNITY PLANT PALETTE



Texas Lantana



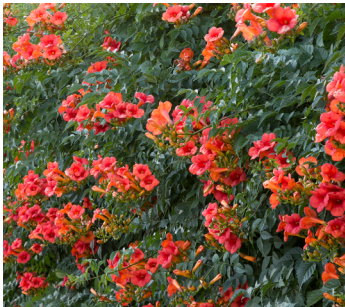
Purple Cone Flower



Red Yucca



Pink Skullcap



Trumpet Vine



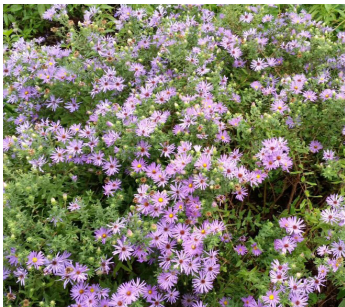
Turk's Cap



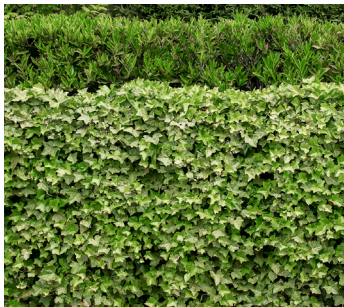
Thornless Prickly Pear Cactus



Color Guard Yucca



Fall Aster



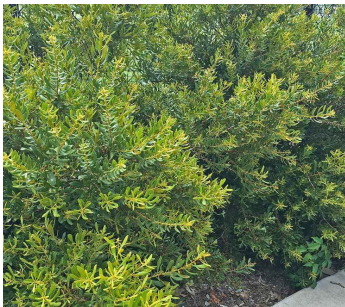
English Ivy



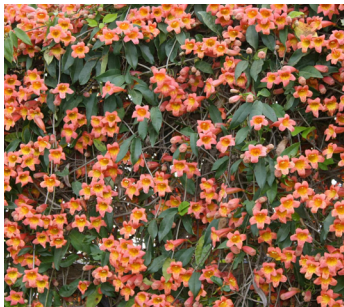
Maiden grass



Coral honey suckle



Dwarf wax myrtle



Cross Vine

Shrubs

Abelia var. Rose Creek	Rose Creek Abelia	
Agave spp.	Agave	
Berberis thunbergii 'Rose Glow'	Red Barberry 'Rose Glow'	Adapted, Drought
Callicarpa americana	American Beautyberry	Native, Drought
Cotoneaster glaucophyllus	Gray Cotoneaster	
Hesperaloe funifera	Giant Red, Yucca	
Hesperaloe parvifolia	Red, Yucca	Adapted, Drought
Hydrangea quercifolia	Oakleaf Hydrangea	
Leucophyllum spp.	Texas Sage	Adapted, Drought
Malvaviscus drummondii	Turk's Cap	
Miscanthus sinensis 'gracillimus'	'Morning Light' Miscanthus	Adapted, Drought
Optunia ellisiana	Spineless Prickly Pear	
Yucca spp.	Color Guard, Yucca	
Yucca recurvifolia	Soft-leaf, Yucca	Adapted, Drought

Ground Cover and Turf Grasses

Buchloe dactyloides	Buffalo Grass	Native, Drought
Cynodon dactylon	Bermuda Grass	Adapted, Drought
Euonymus fortunei	Wintercreeper	Adapted, Drought
Hedera helix	English Ivy	Adapted, Drought
Juniperus spp.	Trailing Juniper	Adapted, Drought
Liriope muscari (not L. spicata)	Liriope	Adapted, Drought
Ophiopogon japonica	Monkey/Mondo Grass	Adapted, Drought
Stenotaphrum secundatum	St. Augustine Grass	Adapted
Trachaelospermum asiaticum	Asian Jasmine	Adapted, Drought
Vinca minor (not V. major)	Vinca	Adapted, Drought

Vines for Screening Walls

Bignonia capreolata	Crossvine	Adapted, Drought
Campsis radicans	Trumpet Vine	Adapted
Lonicera sempervirens	Coral Honeysuckle	Adapted, Drought

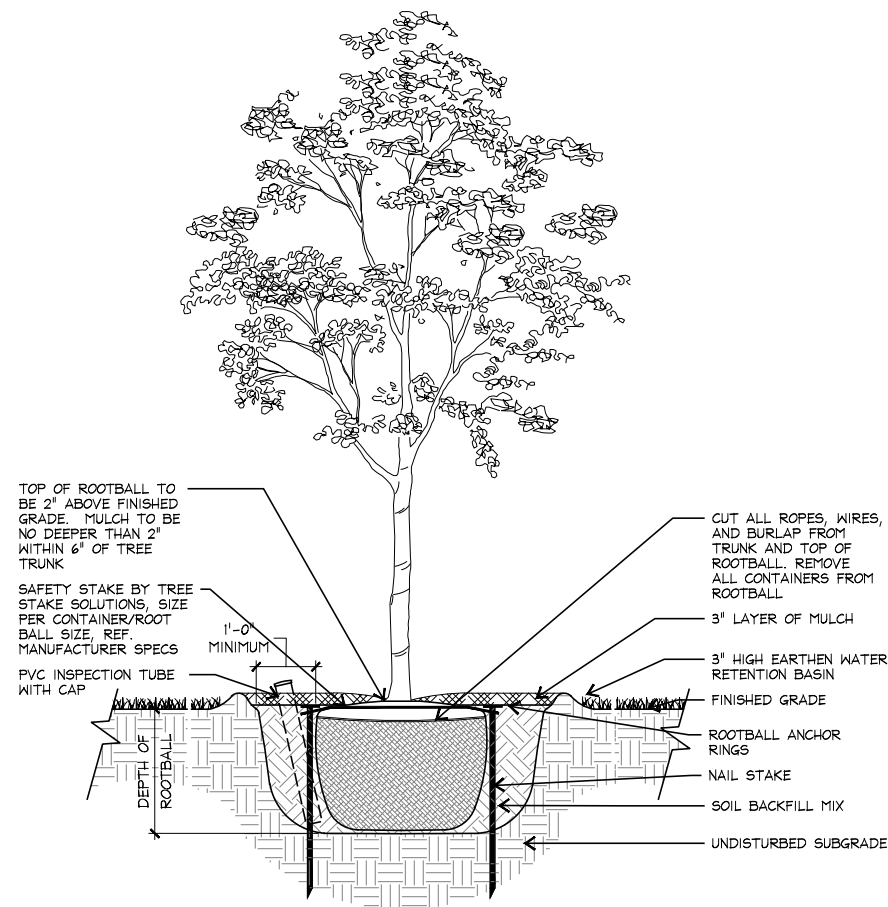
Perennials and Ornamental Grasses

Aster longifolia	Fall Aster	Native, Drought
Aster Oblongifolius	Fall Aster	
Calyptracarpus vialis	Horse Herb	
Carex spp.	Red Rooster Sedge	
Chasmanthium latifolium	Inland Sea Oats	
Coreopsis lanceolata	Lanceleaf Coreopsis	
Echinacea purpurea	Purple Coneflower	Adapted, Drought
Eragrostis curvula	Weeping Lovegrass	
Eupatorium greegli	Greg's Mist Flower	
Guara lindheimeri	Pink Gaura	
Hibiscus coccinea	Texas Star Hibiscus	Adapted, Drought
Lantana horrida	Texas Lantana	
Malvaviscus drummondii	Turk's Cap	Adapted, Drought
Melampodium leucanthum	Blackfoot Daisy	Native, Drought
Miscanthus spp.	Maidengrass	Adapted, Drought
Muhlenbergia spp.	Gulf Coast Muhly	
Perovskia atriplicifolia	Russian Sage	
Rosmarinus officinalis var. Prostratus	Prostrate Rosemary	
Rudbeckia fulgida	Black-Eyed Susan	
Rudbeckia hirta	Blackeyed Susan	Native, Drought
Salvia greggii	Sage, Autumn	Adapted, Drought
Salvia penstemonoides	Sage, Big Red	Adapted, Drought
Santolina chamaecyparissus	Gray Santolina	
Scutellaria suffrutescens	Pink Skullcap	Adapted, Drought
Stachys byzantine	Lamb's Ear	
Stipa tenuissima	Mexican Feathergrass	
Thelypteris kunthii	Southern Wood Fern	

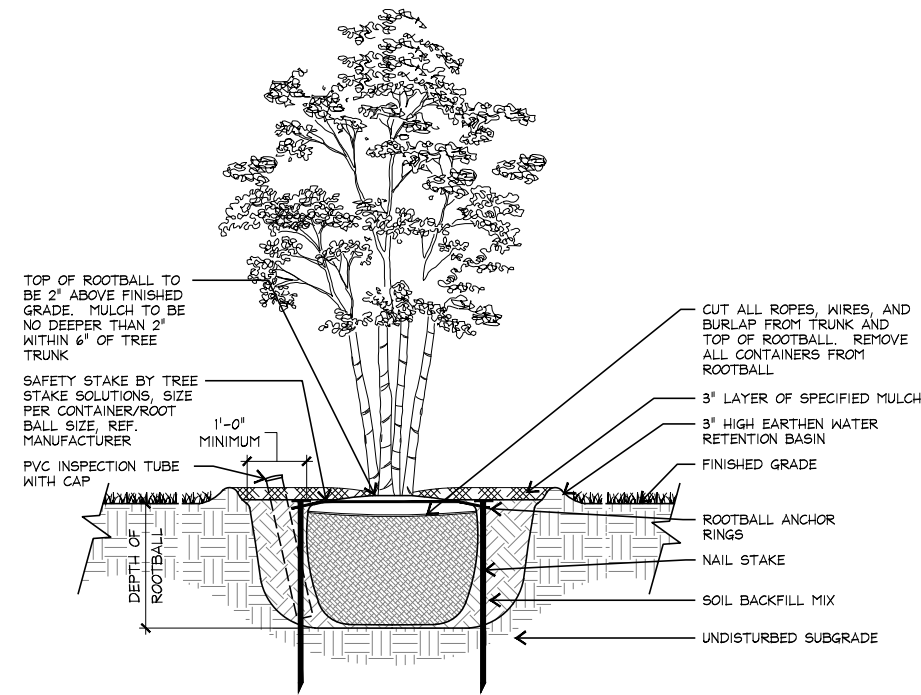
ACCEPTABLE PLANTING DETAILS

All planting shall be done in accordance to the City of Garland requirements and these documents.

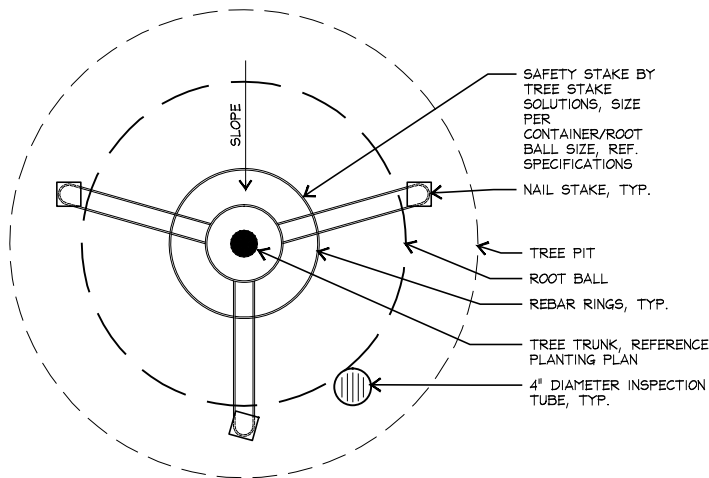
- All lawn areas will be sod, no seed applications are acceptable for lot landscaping.
- All landscape areas required to have a full, working irrigation system equipped with controller and rain/freeze sensor. Irrigation should be zoned appropriately for plant water requirements to ensure all plants thrive.



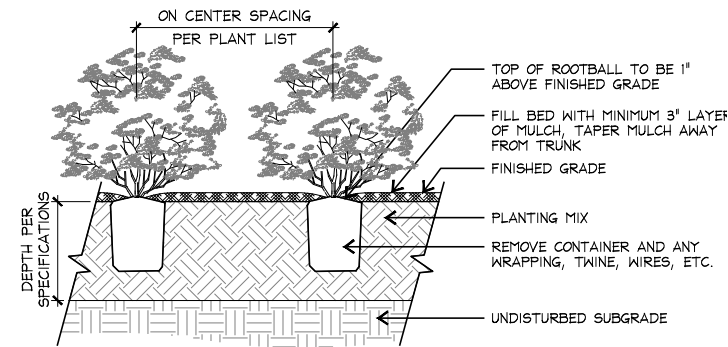
Canopy Tree Planting Detail



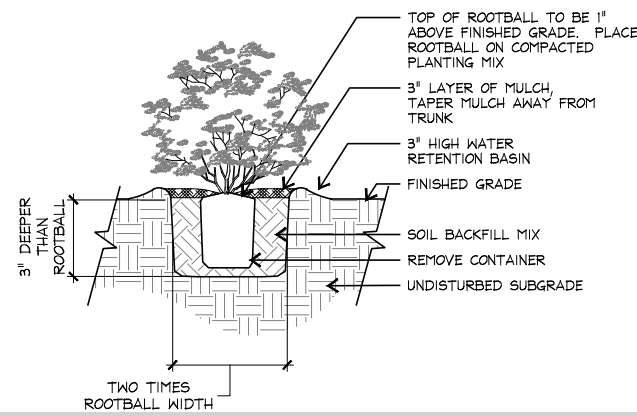
Ornamental Tree Planting Detail



Canopy Tree Staking Detail (Plan)



Shrub Bed Planting Detail



Shrub Bed Planting Detail

Garden Detached Home



Manor Detached Home



REPORT & MINUTES

P.C. Meeting, November 11, 2021

Consideration of the application of **Kimley-Horn**, requesting approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37. This property is located at 1902 Patterson Lane. (District 6) (File Z 21-38 - Detail Plan)

Motion was made by Commissioner Paris to **approve** the request. Seconded by Commissioner Jenkins. **Motion carried: 6 Ayes, 0 Nays.**



Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / A Favor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Weston Myers ~~Lauren Karmann~~ & Lauren Karmann

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2641 DODSON ST

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

GARLAND, TX

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã Bưu Chính

Weston Myers

Signature / Firma / Chữ ký

10/30/21

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / A Favor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Israel Ramos, Property Owner

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2645 Dodson Street

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Signature / Firma / Chữ ký

11/1/2021
Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☐

For / A Favor / Đúng

☒

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Eduardo Navarro, Property owner

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2601 Dodson St

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX 75042

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Eduardo Navarro

Signature / Firma / Chữ ký

11/16/2021

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form Continued – Case Z 21-38

The statements below reflect my (our) opinion regarding the proposed request(s).

Las declaraciones a continuación reflejan mi (nuestra) opinión con respecto a las solicitudes propuestas.

Các tuyên bố dưới đây phản ánh quan điểm của tôi (chúng tôi) về (các) yêu cầu được đề xuất

I believe that there should be a clear balance between housing and ~~anchor~~ there is already plenty of construction happening in phase two of the community. Instead of more housing, the lot should be turned into a park and if anything, more trees should be planted.

I have seen the person who I believe is proposing this to be turned into more houses and ~~all~~ I saw was greed on his face.

PLEASE, don't let that happen.

I hope you read this letter and hope you make the right decision.

Thank you

Eduardo Navarro

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☒

For / A Favor / Đúng

☐

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

William Quach, Property Owner

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2709 Beehtol Street

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland Tx

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Signature / Firma / Chữ ký

11/5/2021

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

From: [Michael Vu](#)
To: [Planning Group](#)
Subject: [EXTERNAL] Case Z 21-38
Date: Tuesday, November 9, 2021 2:52:01 PM
Attachments: [DOC.pdf](#)

Here is my comment form. Thank you.

Michael.

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới



For / AFavor / Đúng



Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

MICHAEL VU

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2722 Bechtol St

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã B u Chính

Signature / Firma / Chữ ký

11/09/21
Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☐

For / A Favor / Đúng

☒

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

Miguel Garcia

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2514 Woodpark Drive

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland, TX ~~75041~~

City, State / Estado de la Ciudad / Thành bang

75044

Zip Code / Código postal / Mã B u Qinh

Miguel Garcia

Signature / Firma / Chữ ký

11/2/2021

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Comment Form

Case Z 21-38

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Kimley-Horn propone permitir 13 viviendas unifamiliares adicionales en Riverset. Este sitio está ubicado en 1902 Patterson Lane. (Distrito 6)

Kimley-Horn đề xuất cho phép thêm 13 Ngôi nhà Biệt lập Một Gia đình tại Riverset. Trang web này nằm ở 1902 Patterson Lane. (Quận 6)

Please Check One Below / Marque uno a continuación / Vui lòng kiểm tra một bên dưới

☐

For / A Favor / Đúng

☒

Against / En Contra / Không

Please complete the following information and email the form to Planning@garlandtx.gov; deliver to the Planning Department at 800 Main Street Garland, TX; or mail to City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Por favor Complete la siguiente información y envíe el formulario por correo electrónico a Planning@garlandtx.gov; entregar al Departamento de Planificación en 800 Main Street Garland, TX; o envíelo por correo a City of Garland, Planning Department, P.O. Box 469002 Garland, TX 75406-9002. / Vui lòng điền đầy đủ thông tin sau và gửi biểu mẫu qua email tới Planning@garlandtx.gov; giao cho Phòng Kế hoạch tại 800 Main Street Garland, TX; hoặc gửi thư đến Thành phố Garland, Sở Kế hoạch, P.O. Hộp 469002 Garland, TX 75406-9002.

REGINA LAMETH BRAWN

Printed Name & Title / Nombre Impreso y Título / Tên in và Tiêu đề

(Property Owner, Business Owner, Tenant, etc.) / (Dueño de la propiedad, Dueño de la empresa, Inquilino, etc.) / (Chủ sở hữu bất động sản, Chủ doanh nghiệp, Người thuê, v.v.)

2605 DODSON ST

Your Property Address / La dirección de su propiedad / địa chỉ tài sản

Garland TX 75042

City, State / Estado de la Ciudad / Thành bang

75042

Zip Code / Código postal / Mã Bưu Chính

Signature / Firma / Chữ ký

11-11-21

Date / Fecha / Ngày

(Providing email address and phone number is optional. / La dirección de correo electrónico y el número de teléfono son opcionales. / Địa chỉ email và số điện thoại là tùy chọn.)

Zoning Response Case Comments

Case Number	PC Hearing Date	CC Hearing Date	Planner Name
Z 21-38	November 11, 2021	December 7, 2021	Kimberly Hopkins

Kimley-Horn proposes to allow 13 additional Single-Family Detached Homes at Riverset. This site is located at 1902 Patterson Lane. (District 6)

Haseeb Akhtar

Against

11/16/2021
10:00:59 PM

2506 Woodpark Dr

Garland

TX

United States

75044

John Steinbeck

For

11/8/2021
8:49:35 PM

2625 High Cotton Lane

Garland

Texas

United States

75042

Son Nguyen

against

10/31/2021
7:53:52 PM

2701 Dodson St

Raynguyen75@yahoo.com

Garland

Texas

United States

75042

Son Nguyen

against

Case Number	PC Hearing Date	CC Hearing Date	Planner Name
Z 21-38	November 11, 2021	December 7, 2021	Kimberly Hopkins
10/31/2021 7:53:51 PM	2701 Dodson St Garland Texas United States 75042	Raynguyen75@yahoo.com	

Z 21-38

The applicant proposes to allow 13 additional Single-Family Detached Homes at Riverset.

[Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.]



GARLAND

TEXAS MADE HERE

**City Council Meeting
December 7, 2021**

Location: 1902 Patterson Lane

Applicant: Kimley-Horn

Owner: Wilbow - Riverset, LLC

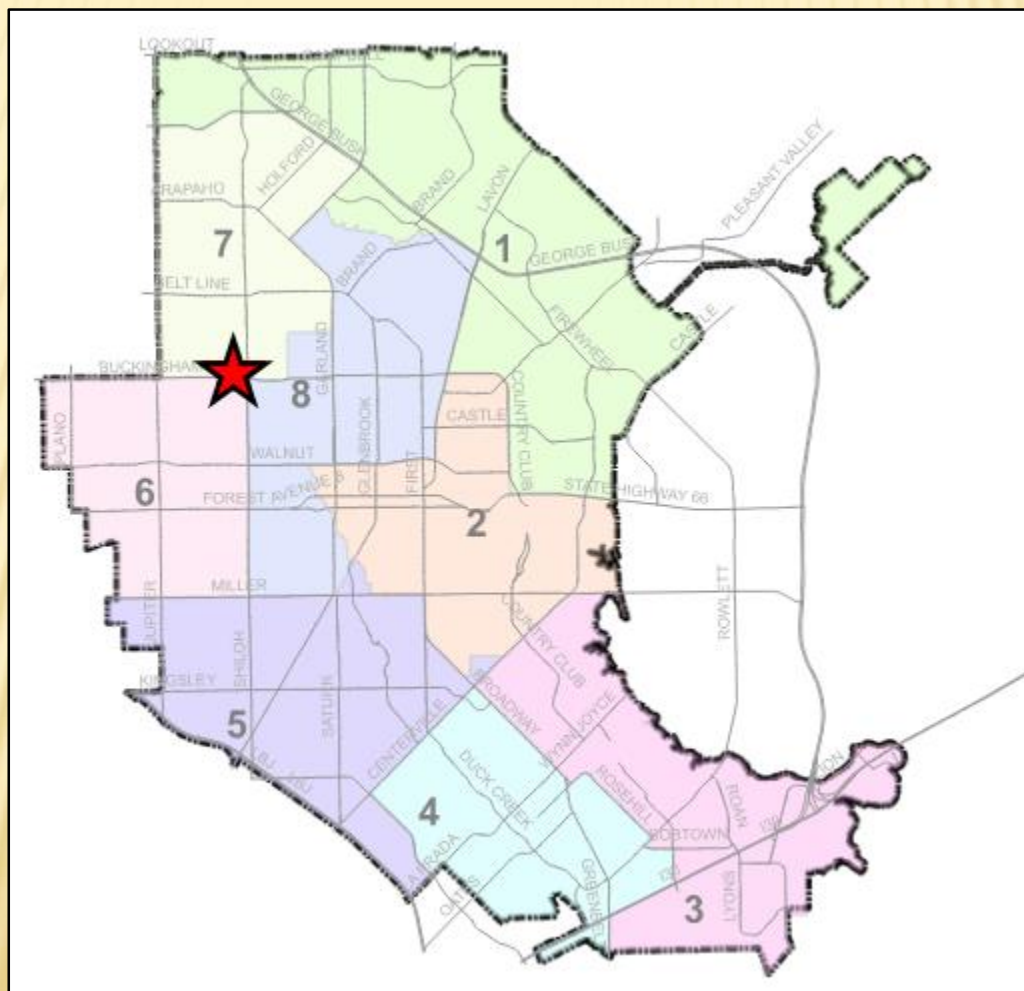
Acreage: 2.904 acres

Zoning: Planned Development (PD) District 17-37



GARLAND
TEXAS MADE HERE

CITYWIDE LOCATION MAP



LOCATION MAP



COMPREHENSIVE PLAN





COMPREHENSIVE PLAN

The Future Land Use Map of the Envision Garland Plan recommends Compact Neighborhoods for the subject property. These areas accommodate uses such as convenience retail (goods and services), office space, and public services. The architectural character and scale of these areas are compatible with adjacent residential development.

This use is compatible with the surrounding area and the Comprehensive Plan.



View of the subject property from
Buckingham Road.



View of the property to the north.



View of the property to the east.

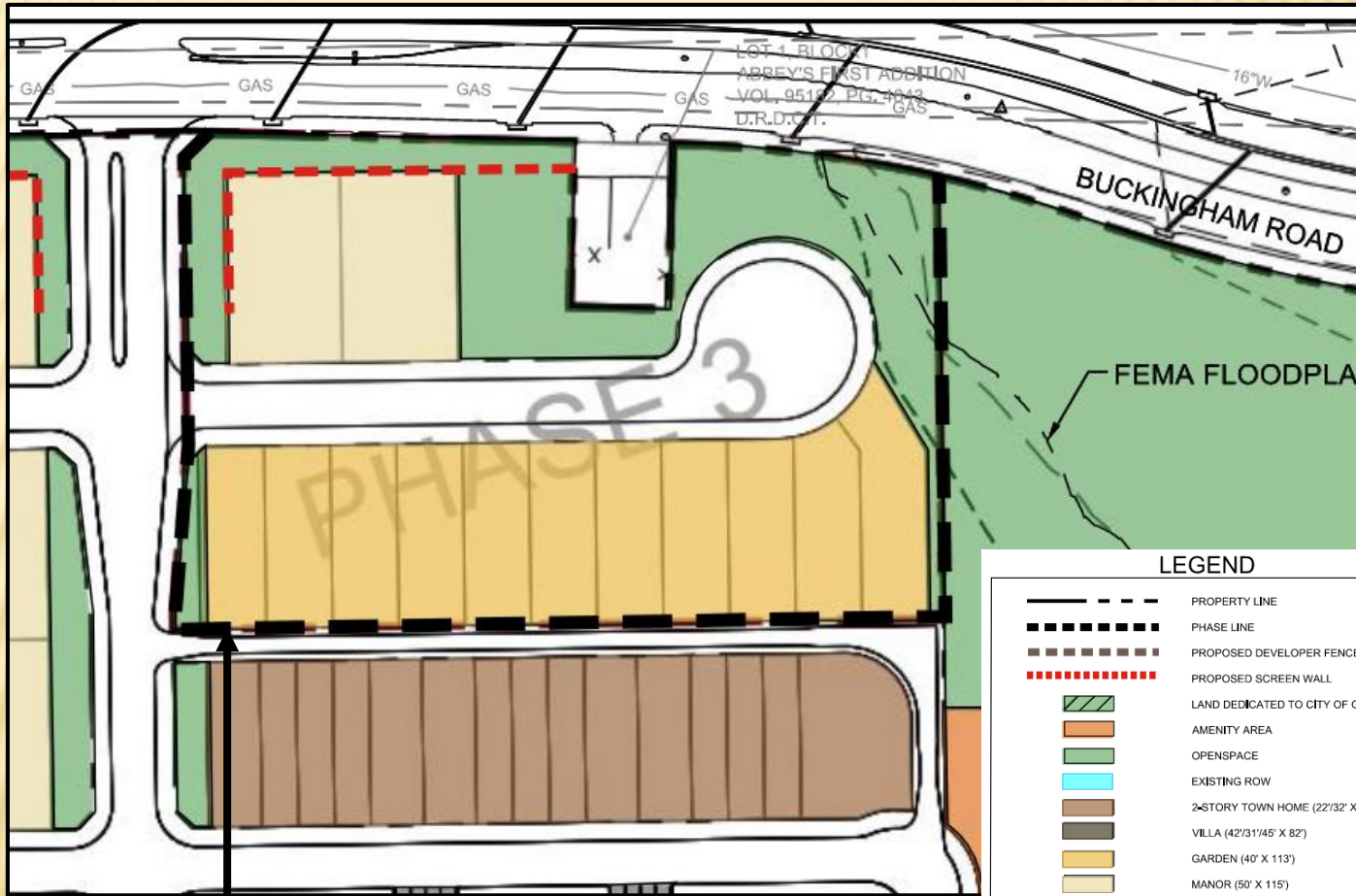


View of the property to the south.

OVERALL PLAN



SITE PLAN

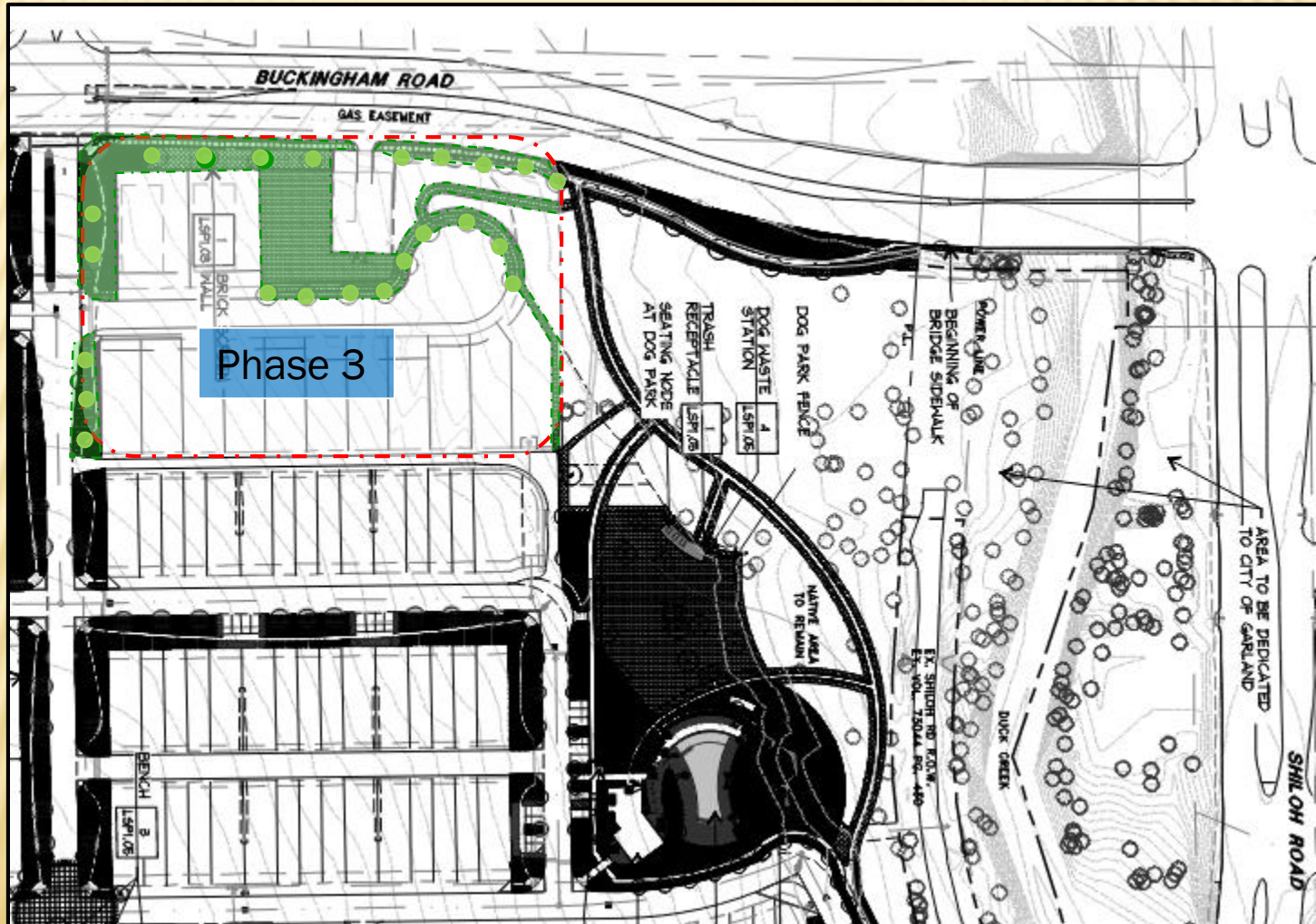


Amendment Area

LEGEND

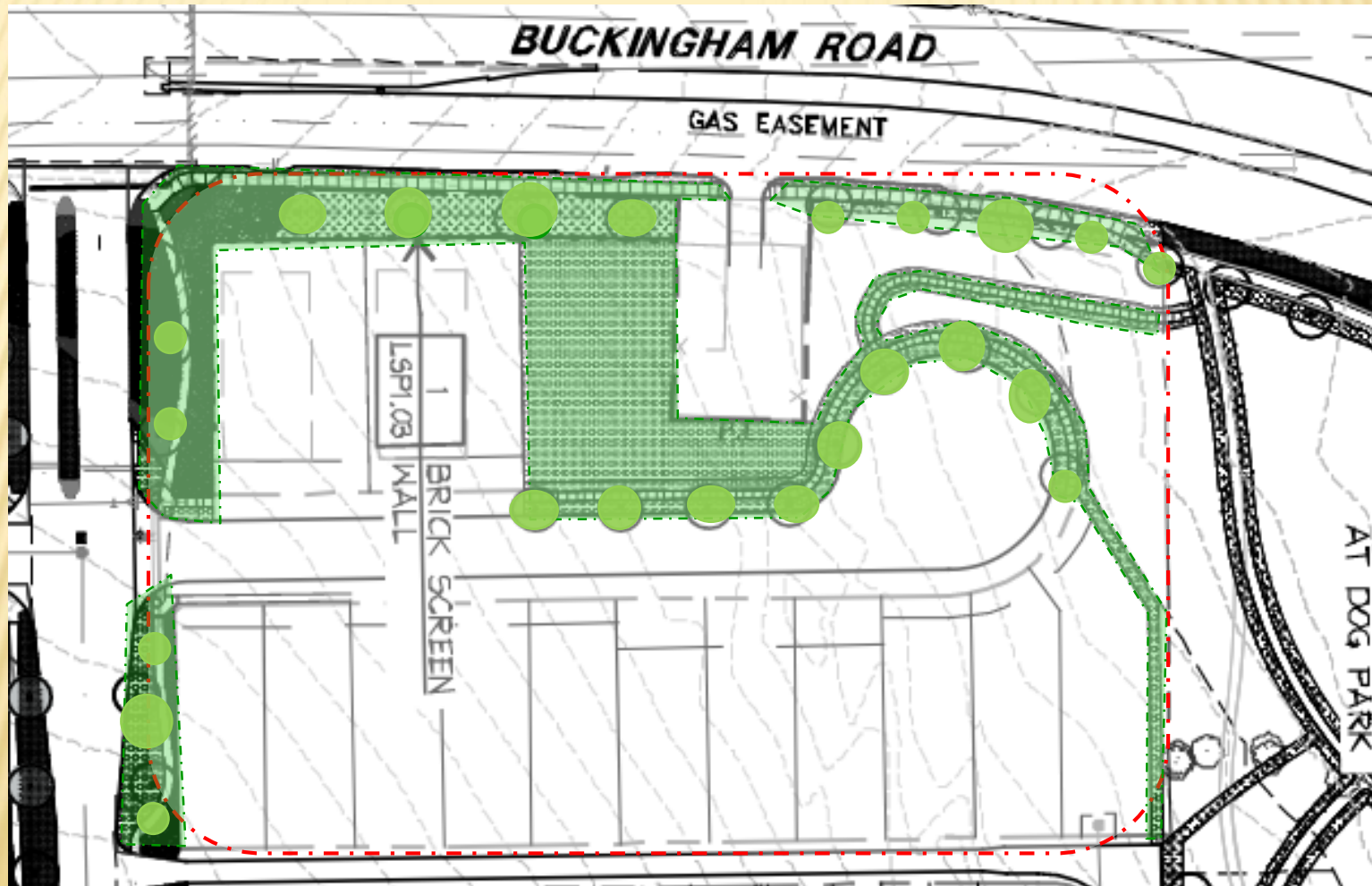
---	PROPERTY LINE
---	PHASE LINE
---	PROPOSED DEVELOPER FENCE
---	PROPOSED SCREEN WALL
---	LAND DEDICATED TO CITY OF GARLAND
---	AMENITY AREA
---	OPENSOURCE
---	EXISTING ROW
---	2-STORY TOWN HOME (22'32" X 100')
---	VILLA (42'31"/45' X 82')
---	GARDEN (40' X 113')
---	MANOR (50' X 115')
---	PROPOSED TURN LANE
---	ALLOWABLE NEIGHBORHOOD OFFICE

LANDSCAPE PLAN





PHASE 3 LANDSCAPE PLAN





ELEVATIONS

Garden Detached Home



Manor Detached Home



CONSIDERATION

No deviations are being requested with this application.



STAFF RECOMMENDATION

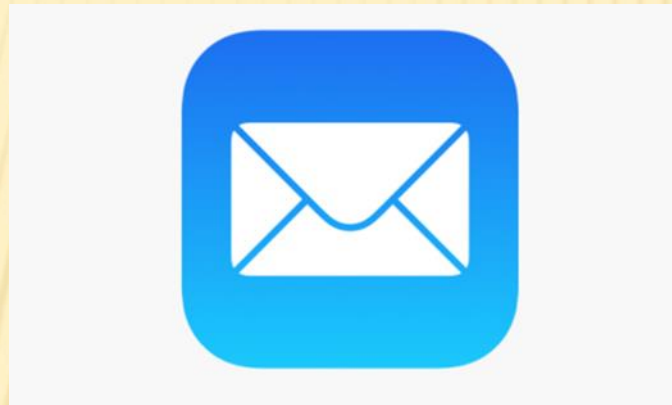
Approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes.

Approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.

PLAN COMMISSION RECOMMENDATION

On November 11, 2021 the Plan Commission, by a vote of six (6) to zero (0), recommended approval of an amendment to Planned Development (PD) District 17-37 to allow additional Single-Family Detached Homes, and approved an Alley Waiver for two (2) lots.

The Plan Commission, by a vote of six (6) to zero (0), also recommended approval of a Detail Plan for Single-Family Detached Homes on a property zoned Planned Development (PD) District 17-37.



Z 21-38

ALLEY WAIVERS

- Alleys are not proposed, all lots would have front vehicular access on a 70-foot right-of-way; and utilities and drainage would be provided through easements.
- Section 3.80 of the GDC requires lots in residential subdivisions of 2 or more lots to be served by an alley.
- Alleys are utilized to facilitate drainage for the subdivision development, provide an area for the placement of utilities, and to provide rear access to a single-family lot.
- Engineering Department reviewed and found the layout is conducive to adequate drainage, meeting City requirements.

-
- ✖ Automated Teller Machine (ATM) - Walk-Up
 - ✖ Church or Place of Worship
 - ✖ Day Care, Youth-Licensed Child-Care Center
 - ✖ Bakery, Retail
 - ✖ Financial Institution
 - ✖ Laundry, Drop-Off
 - ✖ Office, General
 - ✖ Studio, Fitness or Performing Arts
 - ✖ Business and Media Service
 - ✖ Coffee Shop, with or without a drive-through window
 - ✖ Farmer's Market/Seasonal Produce Sales
 - ✖ Restaurants, with or without a walk-up window, with or without outdoor dining. Outdoor dining shall allow mulched or gravel ground surfaces.
 - ✖ Doggie Camp, Dog day care with outdoor yard.
-
- ✖ Allowable uses by a Specific Use Provision shall be:
 - ✖ Cultural Facility
 - ✖ Convenience Store (1,000-5,000sf)
 - ✖ School, Private, Religious or Charter
 - ✖ Grocery or Supermarket under 15,000sf.