



# City of Rowlett

## Meeting Agenda

### City Council

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

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

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Tuesday, June 7, 2016

5:45 P.M.

Municipal Building – 4000 Main Street

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

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

**1. CALL TO ORDER**

**2. EXECUTIVE SESSION (5:45 P.M.)** \* Times listed are approximate.

2A. The Council shall convene in closed executive session pursuant to Section 551.071, Texas Government Code (Legal Consultation) to receive legal advice from the City Attorney regarding pending litigation, Peterson v. City of Rowlett. (May be held after Council meeting) (15 minutes)

2B. The Council shall convene in closed executive session pursuant to Section 551.071, Texas Government Code (Legal Consultation) to receive legal advice from the City Attorney regarding the Martha Lane water tower. (20 minutes)

**3. WORK SESSION (6:30 P.M.)** \* Times listed are approximate.

3A. Joint Work Session of Senior Advisory Board and Council. (45 minutes)

3B. Discuss recommendation to fill vacancies on the Rowlett Long Term Recovery Committee. (10 minutes)

**4. DISCUSS CONSENT AGENDA ITEMS**

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**TEXAS PLEDGE OF ALLEGIANCE**

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

## **5. PRESENTATIONS AND PROCLAMATIONS**

- 5A.** Commemorating the installation of Coast Guard helicopter 1426 at the Smithsonian Museum and recognizing its co-pilot, Chris Kilgore.
- 5B.** Hear presentation of the Monthly Financial report for the period ending March 31, 2016.
- 5C.** Hear a presentation on the second quarter investment report for March 31, 2016.
- 5D.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

## **6. CITIZENS' INPUT**

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

## **7. CONSENT AGENDA**

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

- 7A.** Consider action to approve minutes from the May 17, 2016 City Council Regular Meeting.
- 7B.** Consider action to approve a resolution entering into an Interlocal Agreement with the City of Laredo, which will allow both cities to cooperatively purchase goods and services under each other's competitively bid contracts.
- 7C.** Consider action to approve a resolution to appoint Chris Kizziar and Lonnie Cornwell to the Rowlett Long Term Recovery Committee.

## **8. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 8A.** Consider an ordinance approving a request for a rezoning from Single Family-40 Zoning District to a Planned Development District with an underlying zoning of Single Family 5 (SF-5) for the purpose of constructing a single family neighborhood. The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 8.437 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas.
- 8B.** Conduct a public hearing and consider an ordinance approving a Special Use Permit to allow an accessory building that does not meet the requirements in Section 77-303 of the Rowlett Development Code. The subject property is located at 3402 Toler Road further described as being Lot 8, Block 2 of the Chandler Park Addition, City of Rowlett, Dallas County, Texas. (SUP117-2016)

- 8C. Conduct a public hearing and consider an ordinance approving a Special Use Permit to allow a restaurant with a drive-through located at 3505 Lakeview Parkway further described as being Lot 5, Block 1 of ASPI No. 1 Addition, City of Rowlett, Dallas County, Texas. (SUP111-2016)
- 8D. Consider a resolution approving a request to allow an alternative building material for a McDonald's restaurant located at 3505 Lakeview Parkway further described as being Lot 5, Block 1 of ASPI No. 1 Addition, City of Rowlett, Dallas County, Texas. (ABM112-2016).
- 8E. Consider a resolution approving a request to allow an alternative building material for a proposed addition located at 5602 Miller Heights Drive, further described as a 0.43 acre tract situated in the Thomas Lumley Abstract No. 789, City of Rowlett, Dallas County, Texas (DP114-2016).
- 8F. Consider action to approve a resolution appointing a Mayor Pro Tem as prescribed in the City Charter.
- 8G. Consider action to approve a resolution appointing a Deputy Mayor Pro Tem as prescribed in the City Charter.

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

**9. ADJOURNMENT**

*Laura Hallmark*

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Laura Hallmark, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the City's website ([www.rowlett.com](http://www.rowlett.com)) on the 3<sup>rd</sup> day of June 2016, by 5:00 p.m.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 2A

**TITLE**

The Council shall convene in closed executive session pursuant to Section 551.071, Texas Government Code (Legal Consultation) to receive legal advice from the City Attorney regarding pending litigation, Peterson v. City of Rowlett. (15 minutes)



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**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 2B

**TITLE**

The Council shall convene in closed executive session pursuant to Section 551.071, Texas Government Code (Legal Consultation) to receive legal advice from the City Attorney regarding the Martha Lane water tower. (20 minutes)



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**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 3A

**TITLE**

Joint Work Session of Senior Advisory Board and Council. (45 minutes)

**STAFF REPRESENTATIVE**

Angela Smith, Director of Parks and Recreation

**SUMMARY**

The City Council has set the expectation of meeting one-on-one each year with City Boards and Commissions to discuss their respective roles and future direction. Della Vickers, Chair, and members of the Senior Advisory Board will share the Board's perspective on their service in this capacity, reporting last year's accomplishments and this year's plans and goals. Members will also engage in conversation about how the Board provides advisory services to Council for the citizens of Rowlett.

**BACKGROUND INFORMATION**

On December 1, 2015, Chairpersons and Staff Liaisons for the City's Boards and Commissions met with Council to discuss Council's request for a review of the Boards' roles and purpose as outlined in the *Boards and Commissions Handbook*. Council also asked for reports on the Boards' FY2015 accomplishments and FY2016 plans and goals. This information, as well as discussion over how the Boards interact with Council on behalf of the citizens of Rowlett would be included in a joint work session held between Council and each of the Boards on an annual basis. Future budgetary needs might also be discussed at that time.

**DISCUSSION**

The Senior Advisory Board has spent significant time and effort to prepare for this presentation. The Board will present FY2015 accomplishments, including the Board providing senior specific programs including an annual Senior Health Fair, ongoing monthly educational workshops and emergency preparedness for seniors; arranging transportation service in cooperation with STAR Transit and through the City providing free DART passes to seniors; and finally through receiving funding from City Council to provide a Part-Time Recreation Leader dedicated to Senior Programming. Along with these accomplishments, the Board will report on current transportation usage and show an increase in senior program participation and membership sales since October 2015.

Plans for FY2016 will include continuing to provide seniors with relevant educational seminars; improving communication to and with seniors; continued focus on providing safe access to the Rowlett Community Centre; movement towards providing a full time Recreation Programmer for Seniors; continuing the senior transportation services and expanding to include stops at the

Rowlett Public Library and finally long-term to make recommendations to City Council regarding including a designated Senior Center in the next bond election.

### **FINANCIAL/BUDGET IMPLICATIONS**

Short-term budgeted projects the Board is requesting funding for include:

- Funding to conduct a feasibility study for a dedicated senior facility for Rowlett (\$5,500)
- Move Part-Time Recreation Leader, Senior Services to Full Time Parks and Recreation Programmer, Senior Services (\$34,746)
- Funding for Senior Transportation for FY2017 – based on service 250 days, 3 hours per day (\$39,973.50)

### **RECOMMENDED ACTION**

No action required. Information only.

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 3B

**TITLE**

Discuss recommendation to fill vacancies on the Rowlett Long Term Recovery Committee. (10 minutes)

**STAFF REPRESENTATIVE**

Jim Proce, Assistant City Manager

**SUMMARY**

On January 19, 2016, the City Council created the Rowlett Long Term Recovery Committee to ensure sustainable support for those affected by the tornado that struck Rowlett on December 26, 2015. The original board consisted of 15 voting members and 5 ex-officios. One voting member has resigned and another is needed to replace two members.

**BACKGROUND INFORMATION**

As indicated, on January 19, 2016, the City created the Rowlett Long Term Recovery Committee. That original board consisted of 15 voting members and 5 ex-officio placed from a broad based spectrum of the community, including churches, non profit agencies, City, School District and citizens.

**Long Term Recovery Committee –  
Rebuild Rowlett!**

Committee Structure	Appointees	
<ul style="list-style-type: none"> <li>• Rowlett Chamber of Commerce (1)</li> <li>• Rowlett Citizen Corps Council (1)</li> <li>• Keep Rowlett Beautiful (1)</li> <li>• Garland Independent School District (1)</li> <li>• Rockwall Independent School District (1)</li> <li>• Local Churches (5)</li> <li>• Rowlett Resident (1)</li> <li>• City Council (2)</li> <li>• City Staff (2)</li> <li>• Ex-Officio (5)</li> </ul>	<ul style="list-style-type: none"> <li>• Dretha Burris – Chairperson</li> <li>• Whitney Laning – 1<sup>st</sup> Vice Chair</li> <li>• Diane Lemmons – 2<sup>nd</sup> Vice Chair</li> <li>• Erin Harwell - Secretary</li> <li>• Martha Brown</li> <li>• Michelle Bounds</li> <li>• Brian Hiatt</li> <li>• Larry Glick</li> </ul>	<ul style="list-style-type: none"> <li>• Cole Hedgecock</li> <li>• Larry Glick</li> <li>• Tammy Dana-Bashian</li> <li>• Debby Bobbitt</li> <li>• Brian Funderburk</li> <li>• Ed Balderas</li> <li>• Shelley Garrett</li> <li>• Eva Hummel</li> <li>• Barry Young</li> <li>• Bobby Montgomery</li> <li>• Jim Proce</li> <li>• Neil Howard</li> </ul>

There are 15 members and 5 ex-officio.

Such community-based programs are characterized by collaborative, cooperative, and coordinated efforts among agencies, which is necessary as resources grow scarcer and needs emerge that individual care-giving agencies are not prepared to address alone. For example, housing repair and rebuilding is frequently an unmet need addressed by community-based recovery programs because private insurance payments and government assistance often do not

cover the full cost. In addition, the recovery group will coordinate connection of available resources and service providers with affected residents. The primary roles of this recovery committee are as follows:

1. Resource development to benefit individuals and the community
2. Case work and assessments to identify family needs and facilitate appropriate provision of resources
3. Volunteer coordination
4. Spiritual and emotional care
5. Advocacy on behalf of disaster survivors
6. Donations management

On May 19, 2016, Martha Brown resigned from the Rowlett Long Term Recovery Committee after being elected to City Council, Place 6. Martha represented Keep Rowlett Beautiful. In addition, there is one additional voting member opening due to lack of attendance.

## **DISCUSSION**

With the resignation of Monika Baker, Council needs to appoint two voting members. On May 23, 2016, the Rowlett Long Term Recovery Committee supported the appointment of Chris Kizziar, Life Message and Lonnie Cornwell, Keep Rowlett Beautiful. Both Chris and Lonnie serve on permanent City committees, Chris serving on the Board of Adjustments and Lonnie on the Parks Advisory Board.

Chris Kizziar:

Chris Kizziar, a 25 year resident of Rowlett, is a business owner and philanthropist who has committed his life to giving back to the community. Since 1999 he has been the Founder and President of NSTN, Inc., a data integration company located in Garland, TX committed to protecting the identity and livelihood of consumers throughout the U.S.

In 1998 Chris and his family established Life Message, Inc. a charitable foundation committed to making a difference to the families in the North Texas area. Life Message has received multiple awards for its impact and commitment to eliminate hunger within the community.

Additionally, Chris serves as the Vice Chair on the City of Rowlett's Board of Adjustment as well as serves on the Board of Directors for the Chamber of Commerce where he chairs the Legislative Committee and sits on the Operations Committee.

Lonnie Cornwell:

"Having lived here now for the past 28 years and watching my family grow up here it is enjoyable to look back on the progress and growth of Rowlett. It is with pleasure that I have been given the opportunity to be a part of this progress. I applied for the Parks Advisory Board Board to give back to the community and our country, it's that simple. Little did I realize at that time that my love for this city would become so rewarding. I have been through the highs and lows while on the Park Board, within a couple of meetings we were without a Parks Director

and operated for quite some time in that capacity until the hiring of Jermel Stevens. He brought stability and recognition to the Rowlett Parks Department and I was fortunate to serve on that board during his tenure.

Shortly after becoming a Parks Advisory Board member, I was invited to attend a board meeting of Keep Rowlett Beautiful and was introduced to the Rowlett Environmental Learning Center concept and planning opportunities. Well I fell in love with the ELC idea and with KRB. Since then I have been very fortunate to have been a part of such a dynamic civic minded volunteer organization. I have become an elected officer of that board and had the opportunity to interview and hire Martha Brown as our Executive Director. Her presence on our board is no doubt heaven sent, as evidenced by her outstanding service to our city and recent election to our City Council. Her being elected has created an open position on the RLTRC as the representative of KRB, it will be my pleasure to be a part of this committee and to be the KRB spokesperson until our City has overcome the devastation of that fateful night.”

#### **FINANCIAL/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

Consensus to move forward with appointment. The resolution for the appointment is a companion item on the Consent Agenda for tonight.



City of Rowlett  
Staff Report

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**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 5A

**TITLE**

Commemorating the installation of Coast Guard helicopter 1426 at the Smithsonian Museum and recognizing its co-pilot, Chris Kilgore.

**STAFF REPRESENTATIVE**

Todd Gottel, Mayor  
Laura Hallmark, City Secretary

**SUMMARY**

Rowlett resident and former Councilmember, Chris Kilgore is now a part of Smithsonian history. This item is commemorating his involvement in the installation of Coast Guard helicopter 1426 at the Smithsonian's National Air and Space Museum Steven F. Udvar-Hazy Center.

**BACKGROUND INFORMATION**

This installation is the first representation for the U.S. Coast Guard aviation, the last of the U.S. military branches to be so represented. The timing of the installation coincides with the 100<sup>th</sup> anniversary of Coast Guard aviation.

Here is a link to an article detailing the installation:

<http://www.defensemедianetwork.com/stories/coast-guard-hh-52a-induction-at-air-and-space-museum/>

Here is a link to the installation program:

<https://issuu.com/faircountmedia/docs/hh52a-phoenixrising/1>

The program contains an article written by Mr. Kilgore outlining the events of November 1, 1979, and the early morning rescue of crewmembers of the tanker *Burmah Agate* and the freighter *Mimosa*. The participation of 1426 in this rescue was the defining factor in its selection as the representation of U.S. Coast Guard aviation.

Here is a link to a news report of Chris' story:

<http://www.wfaa.com/features/pilot-s-mementoes-going-to-smithsonian/39583210>



*Chris Kilgore at the Smithsonian's National Air and Space Museum Steven F. Udvar-Hazy Center*



*Chris Kilgore with his crew mates, Tom Wynn and J.C. Cobb II*



# City of Rowlett

## Staff Report

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**AGENDA DATE:** 05/17/2016

**AGENDA ITEM:** 5B

### **TITLE**

Hear presentation of the Monthly Financial report for the period ending March 31, 2016.

### **STAFF REPRESENTATIVE**

Kim Wilson, Director of Financial Services

### **SUMMARY**

Attached is the Comprehensive Monthly Financial Report for March 2016, in accordance with the City Council's financial strategy to provide timely and accurate reporting. The fiscal year for the City of Rowlett is October 1 through September 30. Six months of FY2016, or 50.0% of the fiscal year is complete.

### **BACKGROUND INFORMATION**

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

### **DISCUSSION**

Attached is the Comprehensive Monthly Financial report for March 2016. Six months of FY2016, or 50.0% of the fiscal year is complete.

**Revenues:** Overall, the City has earned or received \$55.6 million for FY2016. This amount is 61.6% of the approved operating budget of \$90.2 million and is 2.0% more than forecast through the month of March.

- General Fund revenues are \$0.3 million or 1.1% higher than expected.
- Utility Fund revenues are \$0.6 million or 5.0% higher than expected.

**Expenditures:** Expenses totaled \$49.8 million year-to-date for FY2016. This amount is 55.5% of the approved operating budget of \$89.8 million and is 1.6% higher than forecast through the month of March.

- General Fund expenditures are \$0.6 million or 3.2% lower than expected.
- Utility Fund expenditures are \$1.0 million or 6.4% higher than expected, primarily due to higher sewer treatment volumes.

**Surplus:** The net surplus from operations through March is \$5.8 million, which is \$0.3 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total increase of \$0.4 million.

**FINANCIAL/BUDGET IMPLICATIONS**

N/A

**RECOMMENDED ACTION**

Information only. The Comprehensive Monthly Financial Report – March 31, 2016 is attached to this agenda item as Attachment 1.

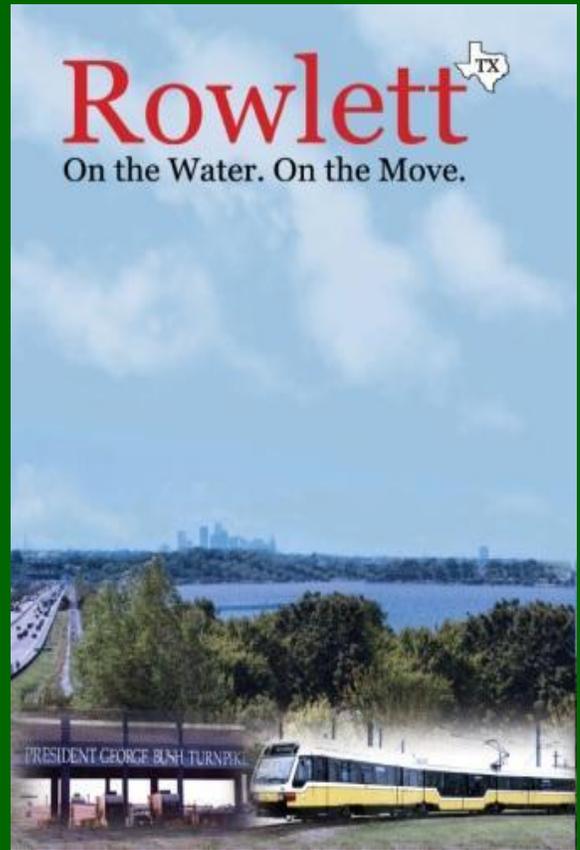
**ATTACHMENTS**

Attachment 1 – Comprehensive Monthly Financial Report – March 31, 2016



# **Comprehensive Monthly Financial Report**

**March 2016**





# MONTHLY FINANCIAL REPORT

## PERFORMANCE AT A GLANCE

**March 2016**

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

## PERFORMANCE INDICATORS

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

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

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

**ECONOMIC INDICATORS**

**March 31, 2016 – NEWS FOR YOU**

**ECONOMY**

**National GDP:** 

GDP - the output of goods and services produced by labor and property located in the US – increased at a rate of 1.4% in the 4th quarter of 2015 after increasing 2.0% in the 3rd quarter of 2015 as reported by the Bureau of Economic Analysis. The fourth quarter increase mainly reflected an increase in consumer spending. Spending on services increased, notably on recreation services and health care.

**Texas Retail Sales:** 

Texas retail sales totaled \$41.2 billion for the month of Jan., an increase of \$1.9 billion (4.8%) over Jan. 2015.

**Texas Leading Index:** 

The Texas Leading Index is a single summary statistic that sheds light on the future of the state's economy. The index is a composite of eight leading indicators—those that tend to change direction before the overall economy. The index decreased 0.4% between the months of January and February.

**UNEMPLOYMENT**

**National Unemployment:** 

The national unemployment rate increased from 4.9% in Feb. to 5.0% in March.

**State-Wide:**

The Texas unemployment rate remained at 4.3% in both Feb. and March.

**Rowlett:** 

The City of Rowlett unemployment rate increased slightly between Feb. and Mar. from 3.5% to 3.6%. Note – city unemployment rates are not seasonally adjusted.

Attached is the Comprehensive Monthly Financial report for March 2016. Six months of FY2016, or 50.0% of the fiscal year is complete.

**Revenues:** Overall, the City has earned or received \$55.6 million for FY2016. This amount is 61.6% of the approved operating budget of \$90.2 million and is 2.0% more than forecast through the month of March.

- General Fund revenues are \$0.3 million or 1.1% higher than expected
- Utility Fund revenues are \$0.6 million or 5.0% higher than expected.

**Expenditures:** Expenses totaled \$49.8 million year-to-date for FY2016. This amount is 55.5% of the approved operating budget of \$89.8 million and is 1.6% higher than forecast through the month of March.

- General Fund expenditures are \$0.6 million or 3.2% lower than expected.
- Utility Fund expenditures are \$1.0 million or 6.4% higher than expected.

**Surplus:** The net surplus from operations through March is \$5.8 million which is \$0.3 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total increase of \$0.4 million.

**NOTEWORTHY**

**LONG TERM RECOVERY COMMITTEE:** The City has formed a Long Term Recovery Committee (LTRC), the role of which is absolutely essential to ensure the wellbeing of those affected by the December 26 tornado. There are and will continue to be many unmet needs, and the collective goal of this committee is to help these disaster victims get those needs met. For additional tornado recovery information, visit

[Rowlett, TX - Official Website - Tornado Information.](#)



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
March 31, 2016**

**BUDGET SUMMARY OF ALL FUNDS FY2016**

	2016 <u>Budget</u>	2016 <u>Forecast</u>	2016 <u>Year-to-Date</u>	<u>Variance</u>
<b>Beginning Reserves</b>	<b>\$ 14,113,838</b>	<b>\$ 13,111,690</b>	<b>\$ 13,111,690</b>	<b>0.0%</b>
<b>Revenues:</b>				
General	40,452,242	28,636,298	28,956,698	1.1%
Water & sewer	28,901,031	12,420,014	13,037,838	5.0%
Debt service	7,997,408	7,428,883	7,410,569	-0.2%
Drainage	1,360,397	680,131	666,893	-1.9%
Refuse	4,827,003	2,413,465	2,466,252	2.2%
Employee health benefits	5,010,230	2,098,304	2,005,830	-4.4%
Police seizure	100,550	50,275	15,174	-69.8%
Economic development	316,694	158,347	214,335	35.4%
Hotel/motel tax	47,752	21,823	39,268	79.9%
P.E.G.	85,893	21,473	46,800	117.9%
Grants	356,634	149,819	279,055	86.3%
Community Development Block Grant	179,247	89,624	101,150	12.9%
Inspection Fees Fund	225,000	112,500	138,902	23.5%
Juvenile diversion	33,281	16,638	13,142	-21.0%
Court technology	26,936	13,470	11,154	-17.2%
Court security	20,035	10,020	8,382	-16.3%
Golf course	257,005	128,290	127,274	-0.8%
Disaster	-	-	20,365	0.0%
<b>Total Revenues</b>	<b>\$ 90,197,338</b>	<b>\$ 54,449,372</b>	<b>\$ 55,559,081</b>	<b>2.0%</b>
<b>Expenses:</b>				
General	40,781,726	19,937,224	19,305,057	-3.2%
Water & sewer	27,410,712	15,128,285	16,103,745	6.4%
Debt service	8,552,017	7,342,833	7,425,959	1.1%
Drainage	1,401,835	852,712	694,009	-18.6%
Refuse	4,774,880	2,387,440	2,415,118	1.2%
Employee health benefits	4,967,764	2,483,882	1,920,316	-22.7%
Police seizure	187,097	93,549	139,219	48.8%
Economic development	443,023	221,512	261,779	18.2%
Hotel/motel tax	48,749	18,000	15,970	-11.3%
P.E.G.	90,543	45,272	63,335	39.9%
Grants	359,565	149,819	279,055	86.3%
Community Development Block Grant	179,247	89,624	101,150	12.9%
Inspection Fees Fund	218,760	109,380	68,966	-36.9%
Juvenile diversion	38,738	19,369	7,354	-62.0%
Court technology	43,874	21,937	1,736	-92.1%
Court security	23,672	11,836	14,622	23.5%
Golf course	254,990	122,495	137,030	11.9%
Disaster	-	-	842,655	100.0%
<b>Total Expenses</b>	<b>\$ 89,777,192</b>	<b>\$ 49,035,165</b>	<b>\$ 49,797,075</b>	<b>1.6%</b>
<b>Current Year Surplus/(Shortfall)</b>	<b>\$ 420,146</b>	<b>\$ 5,414,207</b>	<b>\$ 5,762,006</b>	<b>6.4%</b>
<b>Ending Reserves</b>	<b>\$ 14,283,985</b>	<b>\$ 18,525,897</b>	<b>\$ 18,873,696</b>	<b>1.9%</b>

Positive
Warning
Negative

Positive variance or negative variance <1% compared to forecast  
 Negative variance between 1%-5% compared to forecast  
 Negative variance >5% compared to forecast

**OVERALL FUND PERFORMANCE**

**GENERAL FUND REVENUES VS EXPENSES FY2016**

<u>Month</u>	<u>2016 Revenue</u>	<u>2016 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 1,803,893	\$ 3,689,831	\$ (1,885,938)
Nov	1,857,665	3,060,768	(1,203,103)
Dec	13,210,437	3,373,494	9,836,943
Jan	6,131,916	2,801,063	3,330,853
Feb	4,140,663	2,670,152	1,470,511
Mar	1,812,124	3,709,750	(1,897,626)
Apr			
May			
Jun			
Jul			
Aug			
Sep			
<b>Total</b>	<b>\$ 28,956,699</b>	<b>\$ 19,305,058</b>	<b>\$ 9,651,641</b>
<b>Cumulative Forecast</b>	<b>\$ 28,636,298</b>	<b>\$ 19,937,224</b>	<b>\$ 8,699,074</b>
<b>Actual to Forecast \$</b>	<b>\$ 320,401</b>	<b>\$ (632,165)</b>	<b>\$ 952,566</b>
<b>Actual to Forecast %</b>	<b>1.1%</b>	<b>-3.2%</b>	



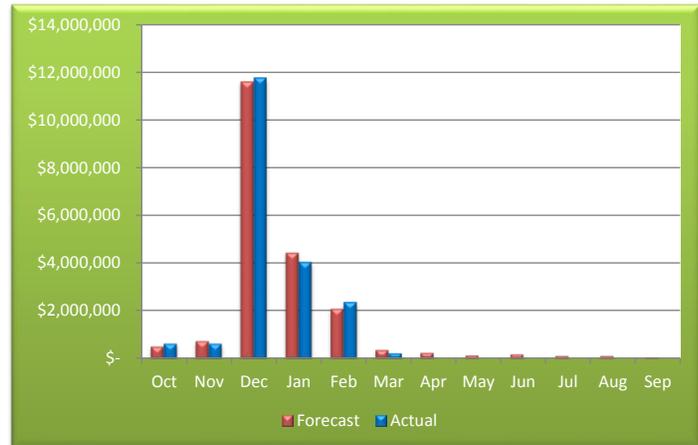
Positive

Cumulatively overall, the General Fund is better than expected for this time of the year. Revenues are 1.1% higher due to permit fees and charges for service, and expenses 3.2% lower than forecasted due to vacancies and the timing of supply purchases.

**REVENUE ANALYSIS**

**PROPERTY TAXES FY2016**

<u>Month</u>	<u>2016 Forecast</u>	<u>2016 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 518,315	635,883	\$ 117,568
Nov	746,373	642,668	(103,705)
Dec	11,610,248	11,750,304	140,057
Jan	4,478,238	4,068,982	(409,257)
Feb	2,114,724	2,394,128	279,404
Mar	373,187	235,787	(137,399)
Apr	248,791		
May	145,128		
Jun	186,593		
Jul	124,396		
Aug	124,396		
Sep	62,198		
<b>Total</b>	<b>\$ 20,732,585</b>	<b>\$ 19,727,751</b>	<b>\$ (113,332)</b>
<b>Actual to Forecast</b>			<b>-0.6%</b>



Positive

Property taxes represents nearly 50% of the total General Fund revenue budget and serves as the primary funding source for the general government. They are generally collected in December and January of each year. Cumulatively overall, property tax revenues are 0.6% lower than forecasted for this time of the year.

**REVENUE ANALYSIS**

**SALES TAXES FY2016**

<u>Month</u>	<u>2016 Forecast</u>	<u>2016 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 487,626	\$ 497,364	\$ 9,738
Nov	481,375	507,859	26,484
Dec	631,413	665,451	34,038
Jan	418,858	439,620	20,762
Feb	431,362	496,445	65,083
Mar	631,413	631,413	-
Apr	493,878		
May	487,626		
Jun	600,155		
Jul	525,136		
Aug	481,375		
Sep	581,400		
<b>Total</b>	<b>\$ 6,251,617</b>	<b>\$ 3,238,152</b>	<b>\$ 156,105</b>
<i>Actual to Forecast</i>			5.1%



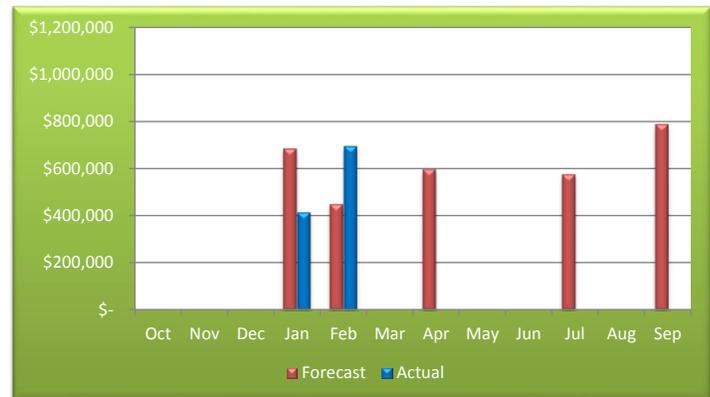
Positive

Sales tax is an important indicator of financial health for the Rowlett community. Sales taxes are collected by the State Comptroller and are recorded two months later. Overall, sales tax revenues are 5.1% higher than budgeted for this fiscal year. The sales taxes reported here for March represent an estimate.

**REVENUE ANALYSIS**

**FRANCHISE FEES FY2016**

<u>Month</u>	<u>2016 Forecast</u>	<u>2016 Actual</u>	<u>Monthly Variance</u>
Oct	\$ -	\$ -	\$ -
Nov	-	-	-
Dec	-	9	9
Jan	684,373	412,265	(272,108)
Feb	449,247	692,114	242,867
Mar	-	-	-
Apr	597,132		
May	-		
Jun	-		
Jul	575,539		
Aug	-		
Sep	787,599		
<b>Total</b>	<b>\$ 3,093,891</b>	<b>\$ 1,104,388</b>	<b>\$ (29,232)</b>
<i>Actual to Forecast</i>			-2.6%



Warning

Franchise fees represents nearly 10% of the total General Fund budget and include electric, gas, cable and telecommunications. Most fees are paid quarterly with natural gas being paid yearly in February. The natural gas franchise fee was \$40,666 or 9.0% below budget for this fiscal year. Cumulatively overall, franchise fees are 2.6% lower than forecasted for this time of the year.

**OVERALL FUND PERFORMANCE**

**UTILITY FUND REVENUES VS EXPENSES FY2016**

<u>Month</u>	<u>2016 Revenue</u>	<u>2016 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 2,682,717	\$ 1,889,190	\$ 793,527
Nov	2,473,831	1,850,141	623,690
Dec	2,016,697	2,347,286	(330,589)
Jan	2,021,574	2,033,971	(12,398)
Feb	1,882,458	5,788,563	(3,906,104)
Mar	1,960,561	2,194,594	(234,033)
Apr			
May			
Jun			
Jul			
Aug			
Sep			
<b>Total</b>	<b>\$ 13,037,838</b>	<b>\$ 16,103,745</b>	<b>\$ (3,065,907)</b>
<b>Cumulative Forecast</b>	<b>\$ 12,420,014</b>	<b>\$ 15,128,285</b>	<b>\$ (2,708,271)</b>
<b>Actual to Forecast \$</b>	<b>\$ 617,825</b>	<b>\$ 975,461</b>	<b>\$ (357,636)</b>
<b>Actual to Forecast</b>	<b>5.0%</b>	<b>6.4%</b>	



**Warning**

Utility fund revenues are 5.0% higher than forecast as a result of higher than expected water revenues. Expenses are 6.4% higher than forecast due to higher than expected wastewater treatment expenses. The fund makes semi-annual debt payments in February and September.

**REVENUE ANALYSIS**

**SEWER REVENUES FY2016**

<u>Month</u>	<u>2016 Forecast</u>	<u>2016 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 909,883	\$ 959,040	\$ 49,157
Nov	873,354	937,249	63,895
Dec	842,927	794,871	(48,056)
Jan	830,971	766,081	(64,890)
Feb	822,173	743,564	(78,609)
Mar	810,975	762,127	(48,848)
Apr	846,813		
May	899,217		
Jun	967,756		
Jul	1,044,105		
Aug	1,056,180		
Sep	1,017,048		
<b>Total</b>	<b>\$ 10,921,401</b>	<b>\$ 4,962,931</b>	<b>\$ (127,351)</b>
<b>Actual to Forecast</b>			<b>-2.5%</b>



**Warning**

Sewer sales represent over 40% of the Utility Fund budget and cover the cost of sewer treatment paid to City of Garland. Cumulatively overall, sewer revenues are 2.5% lower than forecasted for this time of year.

**REVENUE ANALYSIS**

**WATER REVENUES FY2016**

<u>Month</u>	<u>2016 Forecast</u>	<u>2016 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 1,403,401	\$ 1,621,805	\$ 218,404
Nov	1,266,499	1,446,969	180,470
Dec	1,132,796	1,145,412	12,617
Jan	1,069,153	1,187,109	117,956
Feb	1,039,399	1,065,031	25,632
Mar	1,018,224	1,117,106	98,881
Apr	1,121,145		
May	1,248,648		
Jun	1,585,123		
Jul	2,033,999		
Aug	2,158,983		
Sep	1,950,603		
<b>Total</b>	<b>\$ 17,027,975</b>	<b>\$ 7,583,432</b>	<b>\$ 653,958</b>
<i>Actual to Forecast</i>			<i>9.4%</i>



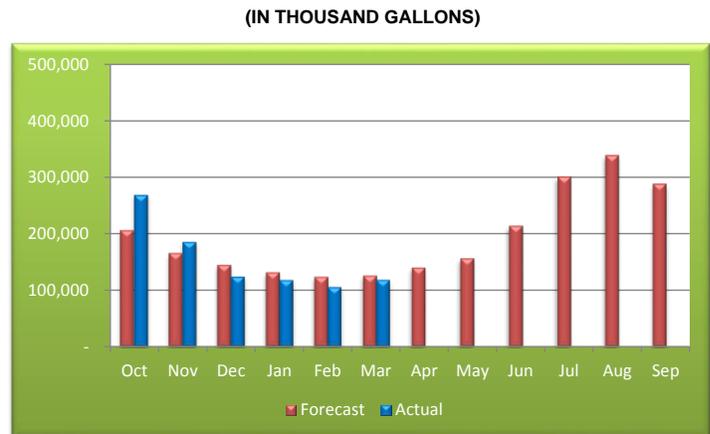
Positive

Water sales represent just over 50% of the total Utility Fund budget and cover the cost of water acquisition from the North Texas Municipal Water District. Cumulatively, water revenues are 9.4% higher than the forecast for this time of year.

**REVENUE ANALYSIS**

**WATER USAGE FY2016**

<u>Month</u>	<u>2016 Forecast</u>	<u>2016 Actual</u>	<u>Monthly Variance</u>
Oct	205,688	268,258	62,570
Nov	165,430	185,897	20,467
Dec	144,647	124,951	(19,696)
Jan	131,535	119,045	(12,490)
Feb	123,505	106,152	(17,353)
Mar	125,372	119,261	(6,111)
Apr	139,784		
May	155,805		
Jun	213,519		
Jul	300,529		
Aug	338,135		
Sep	287,959		
<b>Total</b>	<b>2,331,906</b>	<b>923,564</b>	<b>27,388</b>
<i>Actual to Forecast</i>			<i>3.6%</i>



Positive

The City purchases its water from the North Texas Municipal Water District. Customer usage in March is 4.9% lower than forecast, but cumulatively customer usage is 3.6% higher than forecast. The contract with NTMWD requires the City to pay for a minimum of 3.2 billion gallons of water per year.

**OVERALL FUND PERFORMANCE**

**REFUSE FUND REVENUES VS EXPENSES FY2016**

<u>Month</u>	<u>2016 Revenue</u>	<u>2016 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 391,264	\$ 388,769	\$ 2,495
Nov	421,039	398,249	22,790
Dec	416,530	412,957	3,574
Jan	414,551	399,248	15,304
Feb	410,311	406,265	4,045
Mar	412,556	409,631	2,925
Apr			
May			
Jun			
Jul			
Aug			
Sep			
<b>Total</b>	<b>\$ 2,466,252</b>	<b>\$ 2,415,119</b>	<b>\$ 51,132</b>
<b>Cumulative Forecast</b>	<b>\$ 2,413,465</b>	<b>\$ 2,387,440</b>	<b>\$ 26,025</b>
<b>Actual to Forecast \$</b>	<b>\$ 52,787</b>	<b>\$ 27,679</b>	<b>\$ 25,108</b>
<b>Actual to Forecast</b>	<b>2.2%</b>	<b>1.2%</b>	



**Positive**

The Refuse Fund accounts for monies collected from customers on their utility bills and remitted to our solid waste provider. Revenues are currently 2.2% higher than forecasted, and expenses are 1.2% higher than forecasted.

**OVERALL FUND PERFORMANCE**

**DRAINAGE FUND REVENUES VS EXPENSES FY2016**

<u>Month</u>	<u>2016 Revenue</u>	<u>2016 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 107,637	\$ 67,427	\$ 40,210
Nov	113,549	73,163	40,386
Dec	112,214	73,269	38,945
Jan	112,904	66,819	46,085
Feb	109,356	338,156	(228,800)
Mar	111,234	75,175	36,059
Apr			
May			
Jun			
Jul			
Aug			
Sep			
<b>Total</b>	<b>\$ 666,894</b>	<b>\$ 694,009</b>	<b>\$ (27,114)</b>
<b>Cumulative Forecast</b>	<b>\$ 680,131</b>	<b>\$ 852,712</b>	<b>\$ (172,581)</b>
<b>Actual to Forecast \$</b>	<b>\$ (13,237)</b>	<b>\$ (158,703)</b>	<b>\$ 145,466</b>
<b>Actual to Forecast</b>	<b>-1.9%</b>	<b>-18.6%</b>	



**Positive**

The Drainage Fund accounts for monies collected from customers on their utility bills for the municipal drainage system. Cumulatively overall, the fund is better than forecasted for this time of the year, with revenues 1.9% lower than forecasted but expenses 18.6% lower than forecasted.

**OVERALL FUND PERFORMANCE**

**DEBT SERVICE FUND REVENUES VS EXPENSES FY2016**

<u>Month</u>	<u>2016 Revenue</u>	<u>2016 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 256,615	\$ 3,910	\$ 252,705
Nov	253,679	898	252,781
Dec	4,274,836	127,318	4,147,518
Jan	1,501,932	14,247	1,487,685
Feb	1,016,301	7,269,552	(6,253,251)
Mar	107,207	10,035	97,172
Apr			
May			
Jun			
Jul			
Aug			
Sep			
<b>Total</b>	<b>\$ 7,410,569</b>	<b>\$ 7,425,960</b>	<b>\$ (15,391)</b>
<b>Cumulative Forecast</b>	<b>\$ 7,428,883</b>	<b>\$ 7,342,833</b>	<b>\$ 86,050</b>
<b>Actual to Forecast \$</b>	<b>\$ (18,314)</b>	<b>\$ 83,127</b>	<b>\$ (101,441)</b>
<b>Actual to Forecast</b>	<b>-0.2%</b>	<b>1.1%</b>	



Positive

General Debt Service Fund is used to pay principal and interest on tax-supported debt. Revenues are 0.2% lower than projected, and expenses 1.1% higher than expected. The fund pays conduit debt in December and makes other semi-annual debt payments in February and August.

**OVERALL FUND PERFORMANCE**

**EMPLOYEE HEALTH BENEFITS FUND REVENUES VS EXPENSES FY2016**

<u>Month</u>	<u>2016 Revenue</u>	<u>2016 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 256,170	\$ 370,713	\$ (114,543)
Nov	336,817	323,391	13,426
Dec	232,162	340,261	(108,099)
Jan	559,908	233,094	326,815
Feb	139,704	347,350	(207,646)
Mar	481,069	305,508	175,562
Apr			
May			
Jun			
Jul			
Aug			
Sep			
<b>Total</b>	<b>\$ 2,005,831</b>	<b>\$ 1,920,317</b>	<b>\$ 85,515</b>
<b>Cumulative Forecast</b>	<b>\$ 2,098,304</b>	<b>\$ 2,483,882</b>	<b>\$ (385,578)</b>
<b>Actual to Forecast \$</b>	<b>\$ (92,472)</b>	<b>\$ (563,565)</b>	<b>\$ 471,093</b>
<b>Actual to Forecast</b>	<b>-4.4%</b>	<b>-22.7%</b>	



Positive

Employee Health Benefits Fund accounts for all health related claims paid from the City's partial self-insured fund. Overall, revenues are 4.4% lower than forecasted and expenses are 22.7% lower than forecasted. Revenues reflect lower than expected premium payments due to vacancies and plan choices, and expenses are lower than forecasted due to lower than expected claims.



## City of Rowlett Staff Report

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

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 5C

### **TITLE**

Hear a presentation on the second quarter investment report for March 31, 2016. (5 minutes)

### **STAFF REPRESENTATIVE**

Kim Wilson, Director of Finance

### **SUMMARY**

In order for the City of Rowlett to comply with the State of Texas Public Funds Investment Act (PFIA), it has adopted an official Investment Policy. A requirement of this Policy is a quarterly report of the City's investment activity. Finance is pleased to report that the City continues to maintain compliance with the requirement of the PFIA and the City's Investment Policy and that the City's pooled funds and long-term pooled fund portfolios are of high credit quality and invested in TexPool, U.S. Treasury, Federal Agency and high quality commercial paper securities.

The quarterly report is prepared by the City's financial advisor, PFM Asset Management, Inc. (PFM). Please note that the references are to calendar year; therefore, the first quarter is defined as January 1, 2016 through March 31, 2016 but really represents the City's second fiscal year quarter in 2016 (see Attachment 1).

### **BACKGROUND INFORMATION**

Effective September 1, 1995, the Public Funds Investment Act, Chapter 2256 of the Texas Government Code, outlined authorized investments and fund management criteria for governmental entities. Among other criteria, an annual authorization and approval of the City's Investment Policy is required by December 31 of each year for compliance with the State of Texas PFIA. The City Council authorized and approved the last revision of the City's Investment Policy on April 5, 2016. The City's Investment Policy and Section 2256.023 of the Code requires that in conjunction with the Investment Officer(s), the City's Investment Advisor(s) shall provide quarterly investment reports on the City's short-term and long-term core investments to City Council. This agenda item is to fulfill the requirements of the PFIA and the City's Financial Investment Policies for the Quarter ending March 31, 2016.

### **DISCUSSION**

As of March 31, 2016, approximately 27% of the City's investments were in U.S. Treasuries and Agency securities, 2% invested in commercial paper, 57% invested in a constant dollar pool, and the remaining 14% was cash held in operating bank accounts. The City's portfolio of Pooled Funds and Long-Term Pooled Funds are of high credit quality, rated AA+, A-1+ and A-1, and maintain adequate liquidity. The portfolios are invested entirely in Federal Agency, U.S. Treasury,

and Commercial Paper securities. Seventeen percent (17%) of the City's holdings were in investments with a maturity of one year or more.

The Long Term Portfolio's quarterly total return performance of 0.79% underperformed the benchmark of 0.90% due to the Portfolio's duration being short of the benchmark. Over the past year, the Portfolio earned the same as the benchmark, at 0.92%.

The Pooled Funds Portfolio continues to provide the City with favorable yield relative to the benchmark. At quarter end, the portfolio had a Yield to Maturity at Cost of 0.80%, exceeding the Yield of the TexPool benchmark by 47 basis points (0.47%).

Comments regarding the economy in general:

Volatility ushered in the New Year, as slowing global growth drove investors out of riskier assets, such as equities and high-yield bonds, and into safe-haven securities such as U.S. government debt. Stocks posted one of their worst-ever starts to a year, with the S&P falling more than 10% while commodity prices plunged. As a result, U.S. Treasury yields retracted nearly all of their prior-quarter increases. Fear began to abate in February, spurring a rebound in stocks and commodities, which finished the quarter at or near 2016 highs. Interest rates rose off their February lows before giving back gains after the Federal Open Market Committee's (FOMC's) "dovish" March statement. The Federal Reserve (Fed) left policy rates unchanged in the quarter. The FOMC lowered expectations for only two rate hikes in 2016, down from four hikes projected back in December, and acknowledged that global economic and financial market conditions posed a risk to its outlook. While the Fed embarks on a tightening path, other global central banks are still easing monetary policy.

The unemployment rate held around 5%, while the labor participation rate rose four months in a row. Inflationary pressures picked up during the quarter as energy prices stabilized, home prices rose, and wages showed modest improvements. The personal consumption expenditure (PCE) price index, the Fed's most favored metric of inflation, rose 1.7% year-over-year ended February 29, 2016. U.S. gross domestic product (GDP) shows a preliminary growth rate estimate of approximately 1% during the quarter, compared to an actual growth rate of 1.4% during the last quarter.

In sector performance, U.S. Treasury indexes posted strong returns for the quarter, as rate declines boosted market values. Longer maturity issues performed best. Non-callable federal agency securities performed generally in line with comparable-maturity Treasuries. Corporate yield spreads widened significantly through the middle of February amid energy-related weakness and declining corporate profits. Although corporates suffered sharp underperformance through January and much of February, spreads tightened dramatically in March, generating enough outperformance for the sector to surpass comparable-maturity Treasuries over the entire quarter.

Portfolio Strategy:

Given the likelihood that rates will not move significantly higher in the near-term, PFM will position the maturity distribution of portfolios to generally match the distribution of their benchmarks,

except where shifting to short-term credit securities offers better value. Because of narrowed yield spreads, federal agencies currently have less appeal relative to comparable-maturity U.S. Treasuries. PFM will monitor the yield relationship and take advantage of any opportunities that arise – opportunities are most likely to occur with newly-issued federal agency securities.

PFM will continue to navigate the market environment with a keen focus on relative value sector analysis, prudent duration management, and efficient yield curve placement. While producing strong investment returns remains a priority, it is secondary to maintaining safety and liquidity, particularly in the current environment where we expect yields to trend higher.

#### **FINANCIAL/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

There is no action required as this is presented for informational purposes.

#### **ATTACHMENT**

Attachment 1 – Quarterly Investment Report for March 31, 2016

# City of Rowlett, Texas



## Investment Performance Review Quarter Ended March 31, 2016

### **Investment Advisors**

Steven Alexander, CTP, CGFO, CPPT, Managing Director  
Robert Cheddar, CFA, Chief Credit Officer, Managing Director  
D. Scott Stitche, CFA, Director  
Richard Pengelly, CFA, CTP, Director  
Rebecca Geyer, CTP, Senior Analyst

### **PFM Asset Management LLC**

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## Tab II.

- B. Portfolio Summary of All Accounts
- C. Pooled Funds
- D. Long Term Pooled Fund
- E. Asset Allocation Chart as of March 31, 2016
- F. Investment Officer's Certification

- Tab III. January 31, 2016 PFM Month-End Statement  
February 29, 2016 PFM Month-End Statement  
March 31, 2016 PFM Month-End Statement  
(statements are available online at [www.pfm.com](http://www.pfm.com))

- Tab IV. January 31, 2016 TexPool Month End Statements  
February 29, 2016 TexPool Month End Statements  
March 31, 2016 TexPool Month End Statements

This material is based on information obtained from sources generally believed to be reliable and available to the public, however PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or recommendation. The information contained in this report is not an offer to purchase or sell any securities.

# TAB I

**Summary**

- Volatility ushered in the New Year, as slowing global growth drove investors out of riskier assets, such as equities and high-yield bonds, and into safe-haven securities such as U.S. government debt. Stocks posted one of their worst-ever starts to a year, with the S&P 500 falling more than 10% while commodity prices plunged. As a result, U.S. Treasury yields retraced nearly all of their fourth-quarter increases.
- Fear began to abate in February, spurring a rebound in stocks and commodities, which finished the quarter at or near 2016 highs. Interest rates rose off their February lows before giving back gains after the Federal Open Market Committee's (FOMC's) "dovish" March statement.
- The Federal Reserve (Fed) left policy rates unchanged in the 1st quarter. The FOMC lowered expectations for only two rate hikes in 2016, and acknowledged that global economic and financial market conditions posed a risk to its outlook.
- While the Fed embarks on a tightening path, other global central banks are still easing monetary policy. The European Central Bank expanded its bond purchase program to 80 billion euros per month, including the purchase of corporate bonds, while the Bank of Japan cut rates to -0.10%.

**Economic Snapshot**

- U.S. gross domestic product (GDP) grew at a 1.4% rate in the fourth quarter of 2015 and 2.4% for all of 2015 as consumer spending continued to drive growth, while business investment and net exports were a drag. Preliminary estimates of growth in the first quarter are approximately 1%.
- The labor market remained strong, as employers added 628,000 net new jobs in the first three months of the year. The unemployment rate held around 5%, while the labor participation rate rose four months in a row.
- Inflationary pressures picked up in the first quarter as energy prices stabilized, home prices rose, and wages showed modest improvements. The personal consumption expenditure (PCE) price index, the Fed's most favored metric of inflation, rose 1.7% year-over-year ended February 29, 2016.

- Global commodity price declines deepened early in the year, as the supply-demand imbalance remained in focus. Domestic crude oil fell to less than \$30 a barrel in February, before staging a comeback and rebounding above \$40 a barrel on the possibility of an output freeze by the Organization of the Petroleum Exporting Countries (OPEC).
- The Chinese economy continued to slow, stoking concern that weakness in the world's second-largest economy may negatively impact global growth, but especially emerging market countries — those dependent on commodity exports.

**Interest Rates**

- Interest rates declined in the first quarter, first due to widespread concern about the global economy and then later in the quarter after the Fed signaled a slower pace of rate increases. The two-year Treasury yield fell 33 basis points (0.33%) during the quarter, while the 10-year Treasury yield fell 50 basis points (0.50%).
- In the money market space, shorter Treasuries posted small declines, but short-term credit instruments, such as commercial paper and bank certificates of deposit (CDs) offered unusually wide yield spreads.

**Sector Performance**

- U.S. Treasury indexes posted strong returns for the first quarter, as rate declines boosted market values. Longer maturity issues performed best.
- Non-callable federal agency securities performed generally in line with comparable-maturity Treasuries.
- Corporate yield spreads widened significantly through the middle of February amid energy-related weakness and declining corporate profits. Although corporates suffered sharp underperformance through January and much of February, spreads tightened dramatically in March, generating enough outperformance for the sector to surpass comparable-maturity Treasuries over the entire quarter.
- Mortgage-backed securities were the worst-performing sector in the quarter, underperforming Treasuries. They were hurt as declining interest rates increased anticipated pre-payments.

## Economic Snapshot

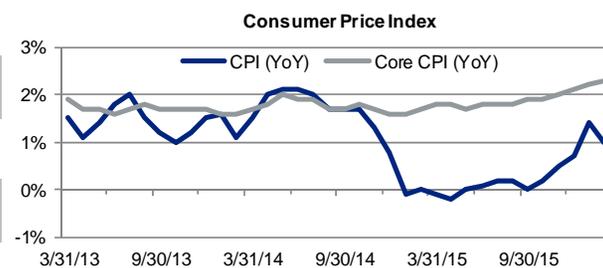
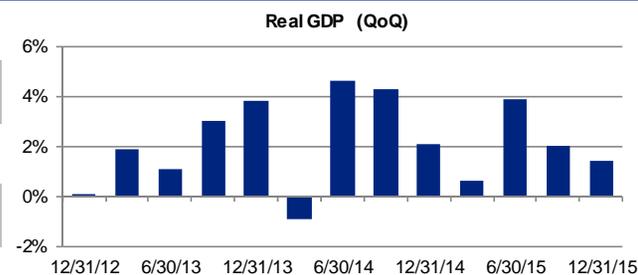
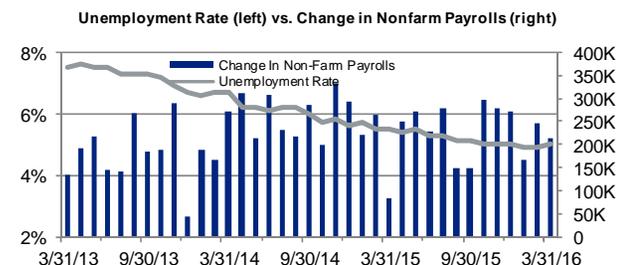
Labor Market	Latest	Dec 2015	Mar 2015	
Unemployment Rate	Mar'16	5.0%	5.0%	5.5%
Change In Non-Farm Payrolls	Mar'16	215,000	271,000	84,000
Average Hourly Earnings (YoY)	Mar'16	2.3%	2.6%	2.2%
Personal Income (YoY)	Feb'16	4.0%	3.9%	4.0%
Initial Jobless Claims (week)	3/26/16	276,000	285,000	268,000

Growth	Latest	Dec 2015	Mar 2015	
Real GDP (QoQ SAAR)	2015Q4	1.4%	2.0% <sup>1</sup>	2.1% <sup>2</sup>
GDP Personal Consumption (QoQ SAAR)	2015Q4	2.4%	3.0% <sup>1</sup>	4.3% <sup>2</sup>
Retail Sales (YoY)	Feb'16	3.1%	2.6%	2.1%
ISM Manufacturing Survey (month)	Mar'16	51.8	48.0	52.3
Existing Home Sales SAAR (month)	Feb'16	5.08 mil.	5.45 mil.	5.25 mil.

Inflation / Prices	Latest	Dec 2015	Mar 2015	
Personal Consumption Expenditures (YoY)	Feb'16	1.0%	0.7%	0.3%
Consumer Price Index (YoY)	Feb'16	1.0%	0.7%	-0.1%
Consumer Price Index Core (YoY)	Feb'16	2.3%	2.1%	1.8%
Crude Oil Futures (WTI, per barrel)	Mar 31	\$38.34	\$37.04	\$47.60
Gold Futures (oz.)	Mar 31	\$1,234	\$1,060	\$1,183



1. Data as of Third Quarter 2015

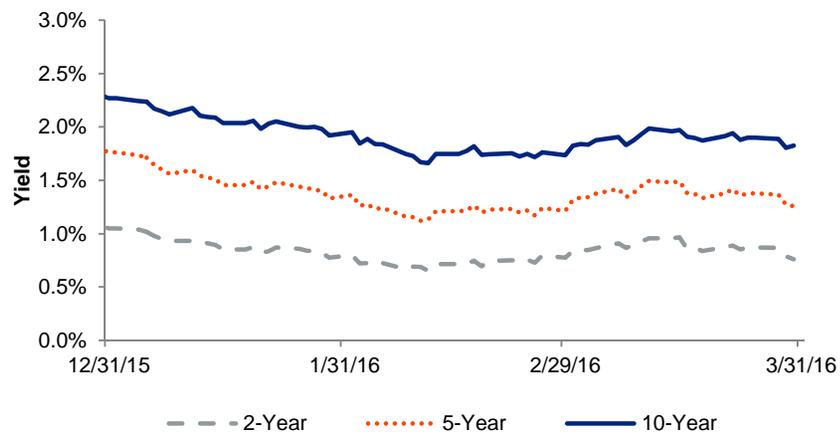
2. Data as of Fourth Quarter 2014

Note: YoY = year over year, QoQ = quarter over quarter, SAAR = seasonally adjusted annual rate, WTI = West Texas Intermediate crude oil

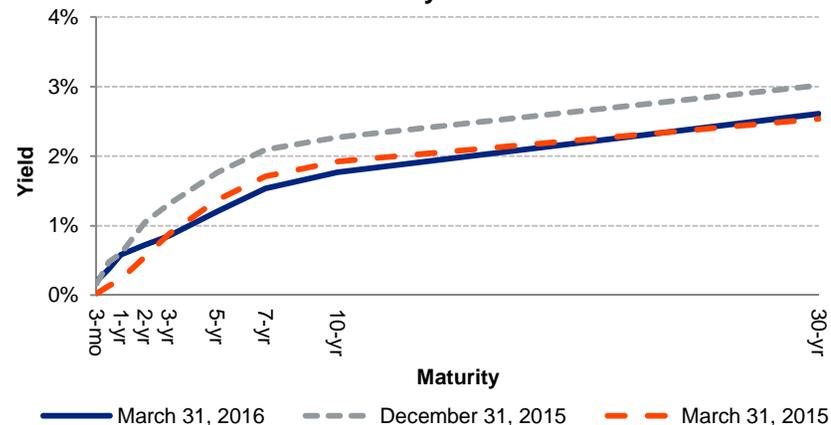
Source: Bloomberg

### Investment Rate Overview

U.S. Treasury Note Yields



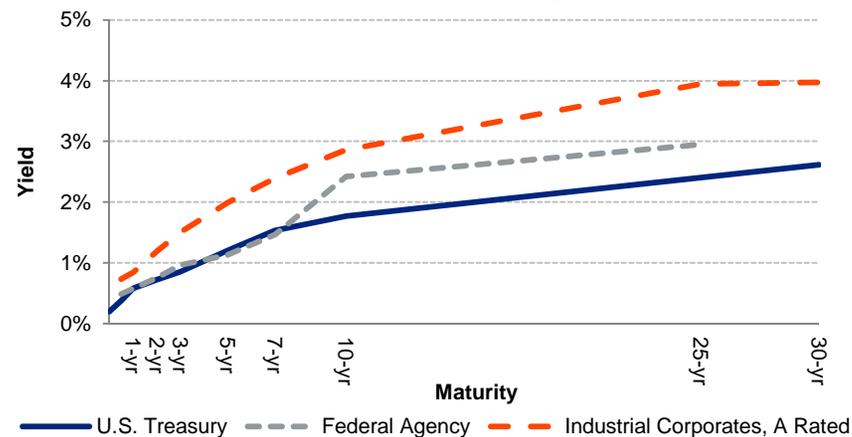
U.S. Treasury Yield Curve



U.S. Treasury Yields

Maturity	3/31/16	12/31/15	Change over Quarter	3/31/15	Change over Year
3-month	0.20%	0.17%	0.03%	0.02%	0.18%
1-year	0.58%	0.60%	(0.02%)	0.23%	0.35%
2-year	0.72%	1.05%	(0.33%)	0.56%	0.16%
5-year	1.21%	1.76%	(0.55%)	1.37%	(0.16%)
10-year	1.77%	2.27%	(0.50%)	1.92%	(0.15%)
30-year	2.61%	3.02%	(0.41%)	2.54%	0.07%

Yield Curves as of 3/31/2016



Source: Bloomberg

**BofA Merrill Lynch Index Returns**

As of 3/31/2016

Returns for Periods ended 3/31/2016

	Duration	Yield	3 Month	1 Year	3 Years
<b>1-3 Year Indices</b>					
U.S. Treasury	1.89	0.75%	0.90%	0.92%	0.77%
Federal Agency	1.56	0.80%	0.86%	1.02%	0.86%
U.S. Corporates, A-AAA rated	1.95	1.52%	1.09%	1.48%	1.43%
Agency MBS (0 to 3 years)	2.13	1.41%	0.50%	1.77%	1.37%
Municipals	1.79	0.84%	0.51%	1.01%	0.87%
<b>1-5 Year Indices</b>					
U.S. Treasury	2.72	0.89%	1.57%	1.62%	1.14%
Federal Agency	2.06	0.91%	1.26%	1.43%	1.14%
U.S. Corporates, A-AAA rated	2.77	1.77%	1.70%	2.02%	1.97%
Agency MBS (0 to 5 years)	3.18	1.88%	1.47%	1.86%	2.19%
Municipals	2.46	1.00%	0.72%	1.58%	1.27%
<b>Master Indices (Maturities 1 Year or Greater)</b>					
U.S. Treasury	6.43	1.34%	3.35%	2.42%	2.30%
Federal Agency	3.65	1.26%	2.14%	1.86%	1.75%
U.S. Corporates, A-AAA rated	6.96	2.70%	3.67%	2.13%	3.26%
Agency MBS (0 to 30 years)	3.79	2.14%	1.95%	2.41%	2.68%
Municipals	6.77	2.05%	1.64%	4.12%	3.73%

Returns for periods greater than one year are annualized

Source: BofA Merrill Lynch Indices

**Disclosures**

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# TAB II

## Executive Summary

### PORTFOLIO STRATEGY

- The City's Pooled Funds and Long Term Pooled Fund Portfolios are of high credit quality and invested in a bank account, TexPool, U.S. Treasury, Federal Agency, and high quality commercial paper securities.
- The Long Term Pooled Fund Portfolio's quarterly total return performance of 0.79%, underperformed the benchmark's performance of 0.90% by 0.11%. We are continuing to work with the City to extend the duration of the Portfolio to bring it in-line with the benchmark. The underperformance is due to the Portfolio's duration being short of the benchmark. The long term yields increased during the quarter which resulted in the benchmark performing above the Portfolio. Over the last 12 months the Portfolio earned 0.92% versus 0.92% for the benchmark.
- The Pooled Funds Portfolio continues to provide the City with favorable yield relative to the benchmark. At quarter end, the portfolio had a Yield to Maturity at Cost of 0.80%, exceeding the Yield of its benchmark the TexPool by 47 basis points (0.47%).
- We expect the U.S. economy to expand at a moderate pace in 2016 as consumer spending continues to drive positive growth. Outside the U.S., economic prospects are more challenged due to weak commodity prices, slowing growth in China, and various geopolitical risks. The market's concerns about the strength of the global economy will likely keep interest rates lower than previously expected.
- Economic projections released following the FOMC's March meeting indicated that FOMC participants believe that appropriate monetary policy warrants only two fed funds hikes in 2016, down from four hikes projected in December.
- Given the likelihood that rates will not move significantly higher in the near-term, we will position the maturity distribution of portfolios to generally match the distribution of their benchmarks, except where shifting to short-term credit securities offers better value.
- Because of narrowed yield spreads, federal agencies currently have less appeal relative to comparable-maturity U.S. Treasuries. We will monitor the yield relationship and take advantage of any opportunities that arise — opportunities are most likely to occur with newly-issued federal agency securities.
- PFM will continue to navigate the market environment with a keen focus on relative value sector analysis, prudent duration management, and efficient yield curve placement. While producing strong investment returns remains a priority, it is secondary to maintaining safety and liquidity, particularly in the current environment where we expect yields to trend higher.

## Summary Portfolio Statistics

Amortized Cost and Market Value Account Name	Amortized Cost <sup>1,2,3</sup>	Amortized Cost <sup>1,2,3</sup>	Market Value <sup>1,2,3</sup>	Market Value <sup>1,2,3</sup>	Duration (Years)
	March 31, 2016	December 31, 2015	March 31, 2016	December 31, 2015	March 31, 2016
Pooled Funds	\$1,096,333.04	\$1,099,332.66	\$1,096,880.40	\$1,099,247.60	0.420
Long Term Pooled Fund	13,547,018.21	13,571,086.34	13,596,739.72	13,547,319.18	1.630
TexPool	27,926,071.13	20,997,478.29	27,926,071.13	20,997,478.29	0.003
American National Bank of Texas	6,751,651.22	18,762,830.89	6,751,651.22	18,762,830.89	0.003
<b>Total</b>	<b>\$49,321,073.60</b>	<b>\$54,430,728.18</b>	<b>\$49,371,342.47</b>	<b>\$54,406,875.96</b>	<b>0.460</b>

Yields Account Name	Yield to Maturity at Cost <sup>4</sup>	Yield to Maturity at Cost <sup>4</sup>	Yield to Maturity at Market	Yield to Maturity at Market	Duration (Years)
	March 31, 2016	December 31, 2015	March 31, 2016	December 31, 2015	December 31, 2015
Pooled Funds	0.80%	0.39%	0.67%	0.43%	0.160
Long Term Pooled Fund	0.91%	0.88%	0.69%	0.99%	1.560
TexPool <sup>5</sup>	0.33%	0.26%	0.33%	0.26%	0.003
American National Bank of Texas	0.00%	0.00%	0.00%	0.00%	0.003
<b>Weighted Average YTM</b>	<b>0.45%</b>	<b>0.33%</b>	<b>0.39%</b>	<b>0.36%</b>	<b>0.394</b>

Monthly Interest earnings YTD<sup>6,7</sup>

October 2015	(\$1,755.19)	April 2016	
November 2015	(\$22,972.77)	May 2016	
December 2015	(\$7,350.21)	June 2016	
January 2016	\$74,219.57	July 2016	
February 2016	\$23,199.17	August 2016	
March 2016	\$31,129.39	September 2016	

**Total Fiscal Year Net Earnings** \$96,469.96

## Notes:

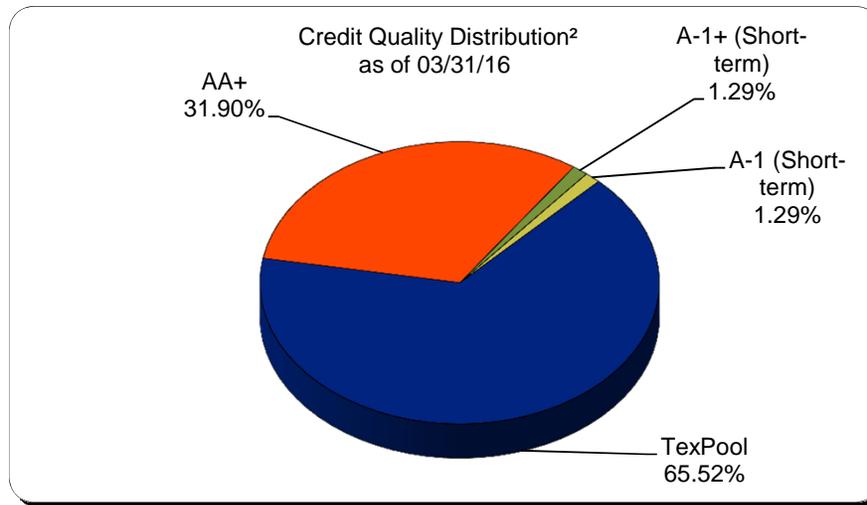
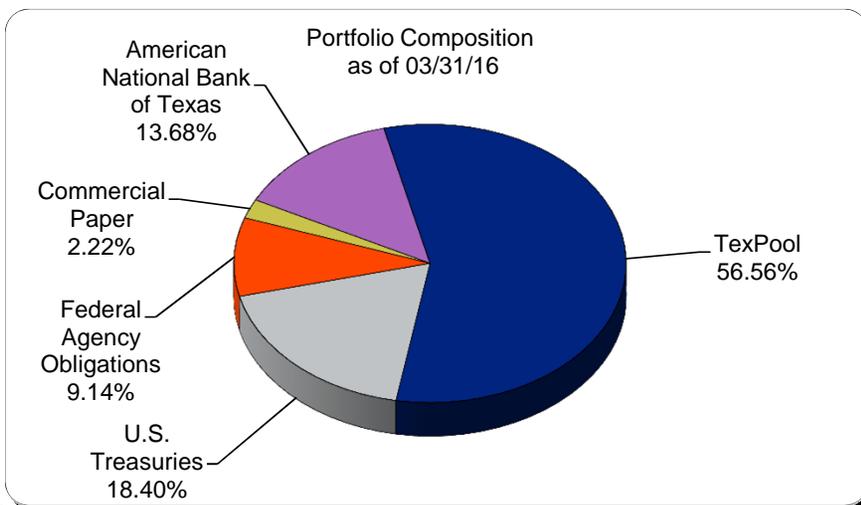
1. On a trade-date basis, including accrued interest.
2. In order to comply with GASB accrual accounting reporting requirements; forward settling trades are included in the monthly balances.
3. Excludes any money market fund/cash balances held in custodian account.
4. Past performance is not indicative of future results.
5. TexPool yield is obtained from www.texpool.com.
6. Earnings are calculated on a cash basis and are subject to the receipt of coupon payments, maturities within the portfolio, and money market fund balances.
7. Earnings are net of fees.

## Summary Portfolio Amortized Cost and Market Value Analysis

BANK/MONEY MARKET FUNDS					12/31/2015	12/31/2015	12/31/2015	3/31/2016	3/31/2016	3/31/2016	CHANGE IN
CUSIP	DESCRIPTION	PAR	COUPON	MATURITY DATE	ACCRUED INTEREST	AMORTIZED COST	MARKET VALUE	ACCRUED INTEREST	AMORTIZED COST	MARKET VALUE	MARKET VALUE
TEXPOOL	TEXPOOL				\$0.00	\$20,997,478.29	\$20,997,478.29	\$0.00	\$27,926,071.13	\$27,926,071.13	33.00%
BANK ACCT	AMERICAN NATIONAL BANK OF TEXAS				0.00	18,762,830.89	18,762,830.89	0.00	6,751,651.22	6,751,651.22	-64.02%
					\$0.00	\$39,760,309.18	\$39,760,309.18	\$0.00	\$34,677,722.35	\$34,677,722.35	-12.78%
<b>TOTAL</b>					<b>\$0.00</b>	<b>\$39,760,309.18</b>	<b>\$39,760,309.18</b>	<b>\$0.00</b>	<b>\$34,677,722.35</b>	<b>\$34,677,722.35</b>	<b>-12.78%</b>
<b>POOLED FUNDS</b>											
<b>COMMERCIAL PAPER</b>											
46640PHV8	JP MORGAN SECURITIES LLC COMM PAPER	550,000	0.000	08/29/16	\$0.00	\$0.00	\$0.00	\$0.00	\$548,097.92	\$548,539.75	0.00%
89233GHX7	TOYOTA MOTOR CREDIT CORP COMM PAPER	550,000	0.000	08/31/16	0.00	0.00	0.00	0.00	548,235.12	548,340.65	0.00%
89233GBS4	TOYOTA MOTOR CREDIT CORP COMM PAPER	1,100,000	0.000	02/26/16	0.00	1,099,332.66	1,099,247.60	0.00	0.00	0.00	0.00%
		\$2,200,000			\$0.00	\$1,099,332.66	\$1,099,247.60	\$0.00	\$1,096,333.04	\$1,096,880.40	-0.22%
<b>TOTAL</b>		<b>\$2,200,000</b>			<b>\$0.00</b>	<b>\$1,099,332.66</b>	<b>\$1,099,247.60</b>	<b>\$0.00</b>	<b>\$1,096,333.04</b>	<b>\$1,096,880.40</b>	<b>-0.215%</b>
<b>LONG TERM POOLED FUND</b>											
<b>FED AGY BOND/NOTE</b>											
3137EADS5	FHLMC NOTES	2,000,000	0.875	10/14/16	\$3,743.06	\$2,000,948.02	\$2,001,478.00	\$8,118.06	\$2,000,647.32	\$2,004,846.00	0.17%
3137EADU0	FHLMC REFERENCE NOTE	2,500,000	0.500	01/27/17	5,347.22	2,496,974.75	2,489,940.00	2,222.22	2,497,678.45	2,497,227.50	0.29%
		\$4,500,000			\$9,090.28	\$4,497,922.77	\$4,491,418.00	\$10,340.28	\$4,498,325.77	\$4,502,073.50	0.24%
<b>US TSY BOND/NOTE</b>											
912828RU6	US TREASURY NOTES	\$1,500,000	0.875	11/30/2016	\$765.03	\$1,001,102.13	\$1,000,586.00	\$0.00	\$0.00	\$0.00	0.00%
912828SC5	US TREASURY NOTES	1,595,000	0.875	1/31/2017	5,840.39	1,595,650.63	1,595,124.41	872.48	595,186.97	596,325.07	-62.62%
912828WP1	US TREASURY NOTES	1,510,000	0.875	6/15/2017	613.70	1,509,424.01	1,508,348.06	3,898.77	1,509,522.07	1,513,716.11	0.36%
912828UU2	US TREASURY NOTES	2,500,000	0.750	3/31/2018	4,764.34	2,487,471.60	2,477,637.50	51.23	2,488,843.65	2,499,805.00	0.89%
912828VK3	US TREASURY NOTES	1,000,000	1.375	6/30/2018	37.77	1,006,381.89	1,003,945.00	3,475.27	1,005,750.09	1,013,281.00	0.93%
912828A34	US TREASURY NOTES	1,450,000	1.250	11/30/2018	1,584.70	1,450,437.10	1,447,564.00	6,091.19	1,450,400.39	1,466,142.85	1.28%
912828SH4	US TREASURY NOTES	1,950,000	1.375	2/28/2019	0.00	0.00	0.00	2,331.52	1,971,928.53	1,978,335.45	0.00%
		\$3,095,000			\$13,605.93	\$9,050,467.36	\$9,033,204.97	\$16,720.46	\$9,021,631.70	\$9,067,605.48	0.38%
<b>TOTAL</b>		<b>\$7,595,000</b>			<b>\$22,696.21</b>	<b>\$13,548,390.13</b>	<b>\$13,524,622.97</b>	<b>\$27,060.74</b>	<b>\$13,519,957.47</b>	<b>\$13,569,678.98</b>	<b>0.333%</b>
<b>TOTAL PORTFOLIO</b>		<b>\$9,795,000</b>			<b>\$22,696.21</b>	<b>\$54,408,031.97</b>	<b>\$54,384,179.75</b>	<b>\$27,060.74</b>	<b>\$49,294,012.86</b>	<b>\$49,344,281.73</b>	<b>-9.27%</b>

Summary Portfolio Composition and Credit Quality Characteristics

<u>Security Type<sup>1</sup></u>	<u>March 31, 2016</u>	<u>% of Portfolio</u>	<u>December 31, 2015</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$9,084,325.94	18.4%	\$9,046,810.90	4.4%
Federal Agencies	4,512,413.78	9.1%	4,500,508.28	49.1%
Commercial Paper	1,096,880.40	2.2%	1,099,247.60	0.0%
Certificates of Deposit	0.00	0.0%	0.00	0.0%
Bankers Acceptances	0.00	0.0%	0.00	0.0%
Repurchase Agreements	0.00	0.0%	0.00	0.0%
Municipal Obligations	0.00	0.0%	0.00	0.0%
Corporate Notes/Bonds	0.00	0.0%	0.00	0.0%
American National Bank of Texas	6,751,651.22	13.68%	18,762,830.89	0.0%
TexPool	27,926,071.13	56.6%	20,997,478.29	46.5%
<b>Totals</b>	<b>\$49,371,342.47</b>	<b>100.0%</b>	<b>\$54,406,875.96</b>	<b>100.0%</b>

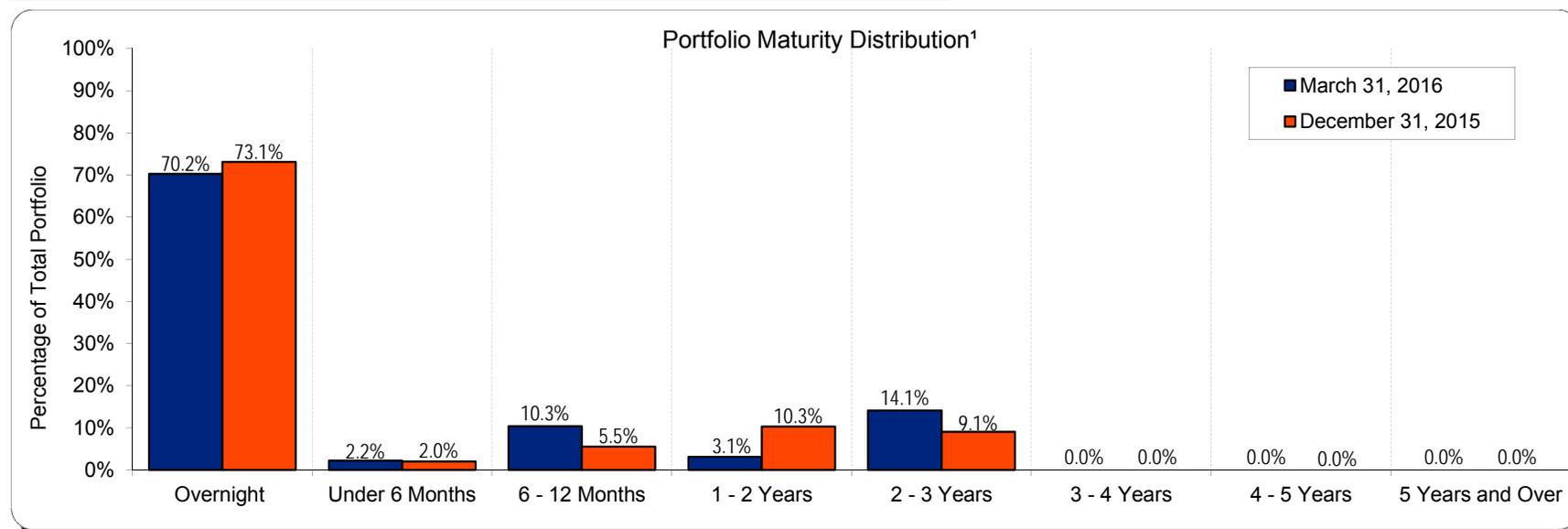


Notes:

1. End of quarter trade-date market values of portfolio holdings, including accrued interest.
2. Credit rating of securities held in portfolio, exclusive of money market fund, bank or LGIP. Standard & Poor's is the source of the credit ratings.

Summary Portfolio Maturity Distribution

<u>Maturity Distribution<sup>1</sup></u>	<u>March 31, 2016</u>	<u>December 31, 2015</u>
Overnight (Money Market Fund)	\$34,677,722.35	\$39,760,309.18
Under 6 Months	1,096,880.40	1,099,247.60
6 - 12 Months	5,109,611.33	3,006,572.09
1 - 2 Years	1,517,614.88	5,605,213.78
2 - 3 Years	6,969,513.51	4,935,533.31
3 - 4 Years	0.00	0.00
4 - 5 Years	0.00	0.00
5 Years and Over	0.00	0.00
<b>Totals</b>	<b>\$49,371,342.47</b>	<b>\$54,406,875.96</b>



Notes:

1. Callable securities in portfolio are included in the maturity distribution analysis to their stated maturity date, although they may be called prior to maturity.

Summary Portfolio General Ledger Entries<sup>1</sup>

<b>Earnings Calculation</b>		<b>Market Value Basis</b>	<b>Source Document</b>
<b>1/31/2016</b>			
January Market Value		51,203,356.30	1 Account Summary Page
January Accrued Interest		19,298.69	2 Account Summary Page
Less (Purchases & Deposits)		(15,524,168.22)	3 Security Transactions & Interest
Less Purchased Interest			4 Security Transactions & Interest
Add (Sales, Maturities, Paydowns, Withdrawals)		-	5 Security Transactions & Interest
Add Interest Receipts		20,772.21	6 Security Transactions & Interest
Less December Market Value		(35,621,348.86)	7 Account Summary Page
Less December Accrued Interest		(22,696.21)	8 Account Summary Page
<b>Earnings</b>		<b>75,213.91</b>	

<b>Change in Investment Market Value</b>	<b>15,582,007.44</b>	(1 - 7)
<b>Change in Accrued Interest</b>	<b>(3,397.52)</b>	(2 - 8)
<b>Change in Cash</b>	<b>(15,503,396.01)</b>	(sum 3 thru 6)

<b>Investment Entries</b>		<b>Debit</b>	<b>Credit</b>	<b>Source Document</b>
<i>To Record Investment Activity</i>				
Cash			15,524,168.22	Security Transactions & Interest
Investments	15,582,007.44			Amortization/Accretion
Investment Income			57,839.22	Earnings
To record investment income/changes				
Cash	20,772.21			Security Transactions & Interest
Accrued Interest			3,397.52	Accrued Interest Difference
Investment Income			17,374.69	Earnings
To record interest income/changes				

## Notes:

1. Earnings are calculated using Market Value. This includes unrealized gains and losses, and income.

Summary Portfolio General Ledger Entries<sup>1</sup>

<b>Earnings Calculation</b>		<b>Market Value Basis</b>	<b>Source Document</b>
<b>2/29/2016</b>			
February Market Value		40,274,428.85	1 Account Summary Page
February Accrued Interest		25,820.29	2 Account Summary Page
Less (Purchases & Deposits)		(3,734,111.28)	3 Security Transactions & Interest
Less Purchased Interest		(11,564.73)	4 Security Transactions & Interest
Add (Sales, Maturities, Paydowns, Withdrawals)		14,677,347.62	5 Security Transactions & Interest
Add Interest Receipts		22,396.81	6 Security Transactions & Interest
Less January Market Value		(51,210,900.38)	7 Account Summary Page
Less January Accrued Interest		(19,298.69)	8 Account Summary Page
<b>Earnings</b>		<b>24,118.49</b>	
<b>Change in Investment Market Value</b>		<b>-10,936,471.53</b>	(1 - 7)
<b>Change in Accrued Interest</b>		<b>6,521.60</b>	(2 - 8)
<b>Change in Cash</b>		<b>10,954,068.42</b>	(sum 3 thru 6)
<b>Investment Entries</b>			
<i>To Record Investment Activity</i>			
	<b>Debit</b>	<b>Credit</b>	<b>Source Document</b>
Cash	10,943,236.34		Security Transactions & Interest
Investments		10,936,471.53	Amortization/Accretion
Investment Income		6,764.81	Earnings
To record investment income/changes			
Cash	10,832.08		Security Transactions & Interest
Accrued Interest	6,521.60		Accrued Interest Difference
Investment Income		17,353.68	Earnings
To record interest income/changes			

## Notes:

1. Earnings are calculated using Market Value. This includes unrealized gains and losses, and income.

Summary Portfolio General Ledger Entries<sup>1</sup>

<b>Earnings Calculation</b>		<b>Market Value Basis</b>	<b>Source Document</b>
<b>3/31/2016</b>			
March Market Value		42,585,041.00	1 Account Summary Page
March Accrued Interest		27,060.74	2 Account Summary Page
Less (Purchases & Deposits)		(2,479,189.71)	3 Security Transactions & Interest
Less Purchased Interest		-	4 Security Transactions & Interest
Add (Sales, Maturities, Paydowns, Withdrawals)		189,811.00	5 Security Transactions & Interest
Add Interest Receipts		16,964.51	6 Security Transactions & Interest
Less February Market Value		(40,281,745.39)	7 Account Summary Page
Less February Accrued Interest		(25,820.29)	8 Account Summary Page
<b>Earnings</b>		<b>32,121.86</b>	
<b>Change in Investment Market Value</b>		<b>2,303,295.61</b>	(1 - 7)
<b>Change in Accrued Interest</b>		<b>1,240.45</b>	(2 - 8)
<b>Change in Cash</b>		<b>(2,272,414.20)</b>	(sum 3 thru 6)
<b>Investment Entries</b>			
<i>To Record Investment Activity</i>			
	<b>Debit</b>	<b>Credit</b>	<b>Source Document</b>
Cash		2,289,378.71	Security Transactions & Interest
Investments	2,303,295.61		Amortization/Accretion
Investment Income		13,916.90	Earnings
To record investment income/changes			
Cash	16,964.51		Security Transactions & Interest
Accrued Interest	1,240.45		Accrued Interest Difference
Investment Income		18,204.96	Earnings
To record interest income/changes			

## Notes:

1. Earnings are calculated using Market Value. This includes unrealized gains and losses, and income.

## Pooled Funds Portfolio Statistics

<u>Account Name</u>	<b>Amortized Cost<sup>1,2,3</sup> March 31, 2016</b>	Amortized Cost <sup>1,2,3</sup> December 31, 2015	<b>Market Value<sup>1,2,3</sup> March 31, 2016</b>	Market Value <sup>1,2,3</sup> December 31, 2015	<b>Duration (Years) March 31, 2016</b>
Pooled Funds	<b>\$1,096,333.04</b>	\$1,099,332.66	<b>\$1,096,880.40</b>	\$1,099,247.60	<b>0.42</b>

<u>Account Name</u>	<b>Yield to Maturity at Cost<sup>4</sup> March 31, 2016</b>	Yield to Maturity at Cost <sup>4</sup> December 31, 2015	<b>Yield to Maturity at Market March 31, 2016</b>	Yield to Maturity at Market December 31, 2015	Duration (Years) December 31, 2015
Pooled Funds	<b>0.80%</b>	0.39%	<b>0.67%</b>	0.43%	0.16

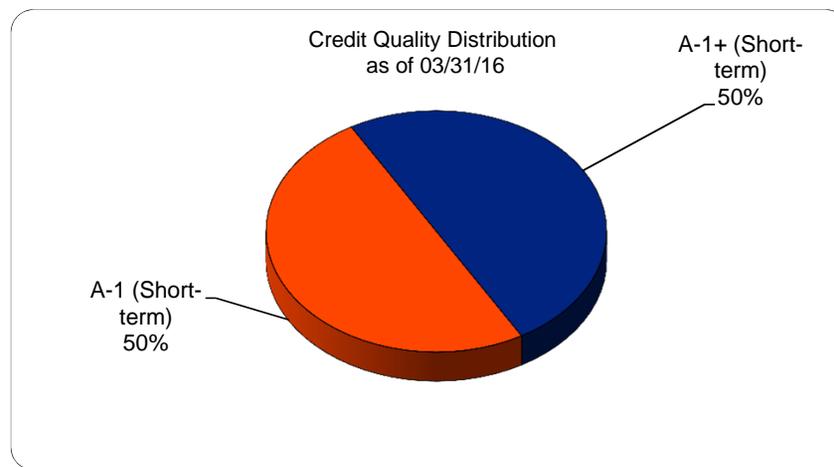
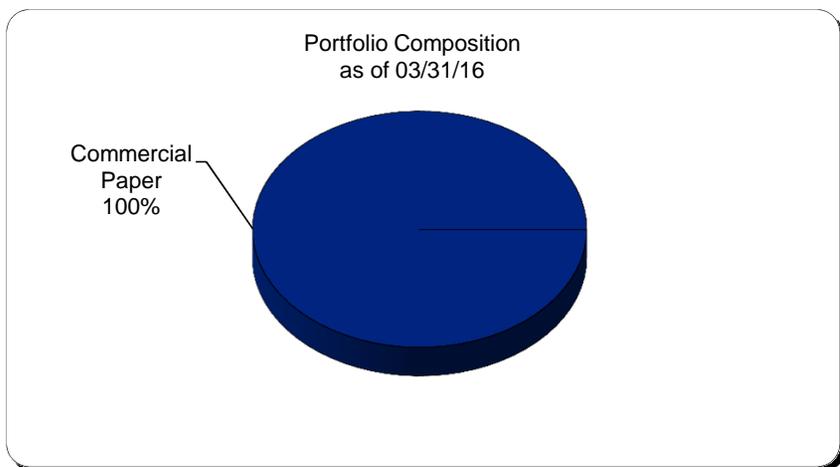
<u>Benchmarks<sup>5</sup></u>	<b>March 31, 2016</b>	December 31, 2015
TexPool <sup>6</sup>	<b>0.33%</b>	0.09%

## Notes:

1. On a trade-date basis, including accrued interest.
2. In order to comply with GASB accrual accounting reporting requirements; forward settling trades are included in the monthly balances.
3. Excludes any money market fund/cash balances held in custodian account.
4. Past performance is not indicative of future results.
5. Yields presented on an annualized basis as of March 31, 2016.
6. TexPool yield is obtained from www.texpool.com.

Pooled Funds Portfolio Composition and Credit Quality Characteristics

<u>Security Type<sup>1</sup></u>	<u>March 31, 2016</u>	<u>% of Portfolio</u>	<u>December 31, 2015</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$0.00	0.00%	\$0.00	0.00%
Federal Agencies	0.00	0.00%	0.00	0.00%
Commercial Paper	1,096,880.40	100.00%	1,099,247.60	100.00%
Certificates of Deposit	0.00	0.00%	0.00	0.00%
Bankers Acceptances	0.00	0.00%	0.00	0.00%
Repurchase Agreements	0.00	0.00%	0.00	0.00%
Municipal Obligations	0.00	0.00%	0.00	0.00%
Corporate Notes/Bonds	0.00	0.00%	0.00	0.00%
Mortgage Backed	0.00	0.00%	0.00	0.00%
Money Market Fund/Cash	0.00	0.00%	0.00	0.00%
<b>Totals</b>	<b>\$1,096,880.40</b>	<b>100.00%</b>	<b>\$1,099,247.60</b>	<b>100.00%</b>



Notes:

1. End of quarter trade-date market values of portfolio holdings, including accrued interest.
2. Credit rating of securities held in portfolio, exclusive of money market fund/LGIP. Standard & Poor's is the source of the credit ratings.

Pooled Funds Portfolio Maturity Distribution

<u>Maturity Distribution<sup>1</sup></u>	<u>March 31, 2016</u>	<u>December 31, 2015</u>
Overnight (Money Market Fund)	\$0.00	\$0.00
Under 6 Months	1,096,880.40	1,099,247.60
6 - 12 Months	0.00	0.00
1 - 2 Years	0.00	0.00
2 - 3 Years	0.00	0.00
3 - 4 Years	0.00	0.00
4 - 5 Years	0.00	0.00
5 Years and Over	0.00	0.00
<b>Totals</b>	<b>\$1,096,880.40</b>	<b>\$1,099,247.60</b>



Notes:

1. Callable securities in portfolio are included in the maturity distribution analysis to their stated maturity date, although they may be called prior to maturity.

Long Term Pooled Fund Portfolio Performance

Total Portfolio Value <sup>1</sup>	March 31, 2016	December 31, 2015
Market Value	\$13,596,739.72	\$13,547,319.18
Amortized Cost	\$13,547,018.21	\$13,571,086.34

Total Return <sup>2,3,4,5</sup>	Quarterly Return March 31, 2016	Last 12 Months	Last 2 Years	Last 5 Years	Last 7 Years	Since Inception June 30, 2006
Long Term Pooled Fund	0.79%	0.92%	0.90%	0.80%	1.08%	2.42%
Merrill Lynch 1-3 Year U.S. Treasury Note Index	0.90%	0.92%	0.96%	0.87%	1.06%	2.47%

Effective Duration(Years) <sup>4,5</sup>	March 31, 2016	December 31, 2015	Yields	March 31, 2016	December 31, 2015
Long Term Pooled Fund	1.63	1.56	Yield at Market	0.69%	0.99%
Merrill Lynch 1-3 Year U.S. Treasury Note Index	1.82	1.80	Yield at Cost	0.91%	0.88%
Portfolio Duration % of Benchmark Duration	90%	87%			

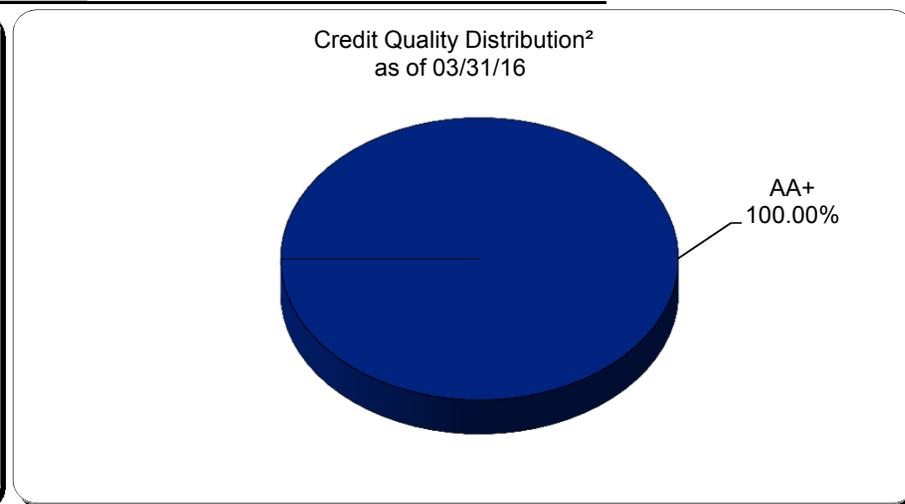
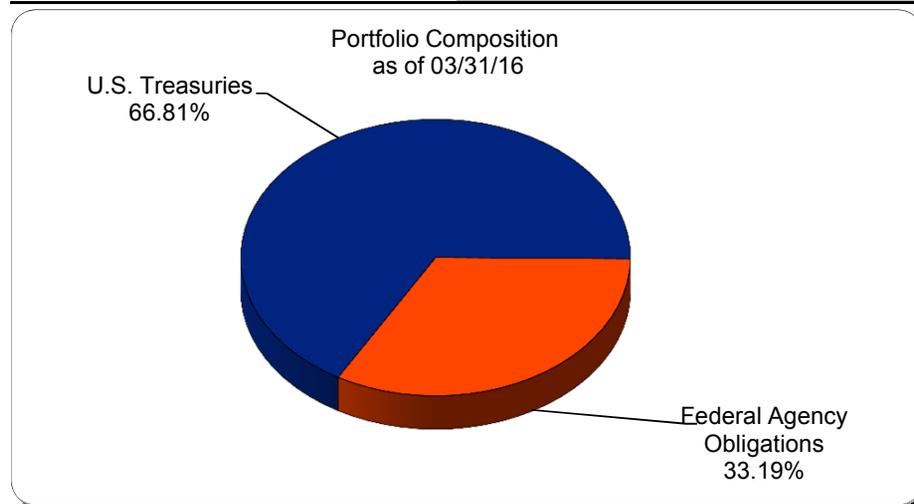


Notes:

- In order to comply with GASB accrual accounting reporting requirements; forward settling trades are included in the monthly balances. End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Performance on trade date basis, gross (i.e., before fees), is in accordance with The CFA Institute's Global Investment Performance Standards (GIPS). Quarterly returns are presented on an unannualized basis. Returns presented for 12 months or longer are presented on an annual basis. Past performance is not indicative of future results.
- Since Inception the benchmark has been the Merrill Lynch 1-3 Year U.S. Treasury Note.
- Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Excludes money market fund/cash in performance and duration computations.

Long Term Pooled Fund Portfolio Composition and Credit Quality Characteristics

<u>Security Type<sup>1</sup></u>	<u>March 31, 2016</u>	<u>% of Portfolio</u>	<u>December 31, 2015</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$9,084,325.94	66.8%	\$9,046,810.90	66.8%
Federal Agencies	4,512,413.78	33.2%	4,500,508.28	33.2%
Commercial Paper	0.00	0.0%	0.00	0.0%
Certificates of Deposit	0.00	0.0%	0.00	0.0%
Bankers Acceptances	0.00	0.0%	0.00	0.0%
Repurchase Agreements	0.00	0.0%	0.00	0.0%
Municipal Obligations	0.00	0.0%	0.00	0.0%
Corporate Notes/Bonds	0.00	0.0%	0.00	0.0%
Mortgage Backed	0.00	0.0%	0.00	0.0%
Money Market Fund/Cash	0.00	0.0%	0.00	0.0%
<b>Totals</b>	<b>\$13,596,739.72</b>	<b>100.0%</b>	<b>\$13,547,319.18</b>	<b>100.0%</b>

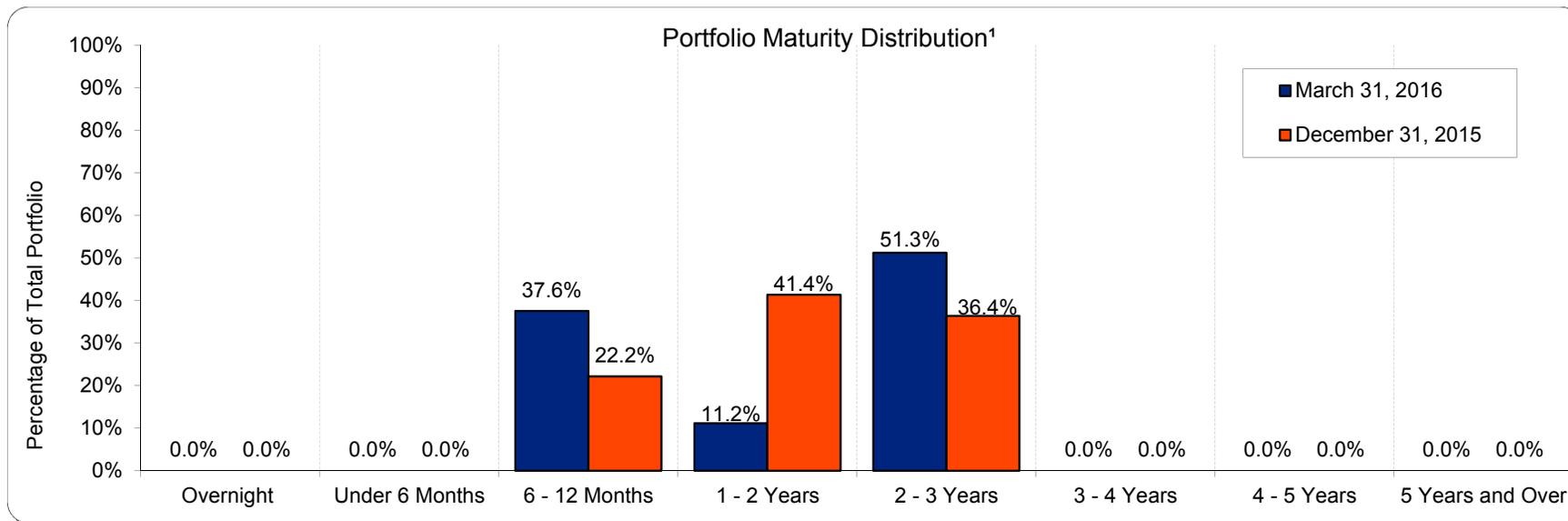


Notes:

1. End of quarter trade-date market values of portfolio holdings, including accrued interest.
2. Credit rating of securities held in portfolio, exclusive of money market fund/LGIP. Standard & Poor's is the source of the credit ratings.

Long Term Pooled Fund Portfolio Maturity Distribution

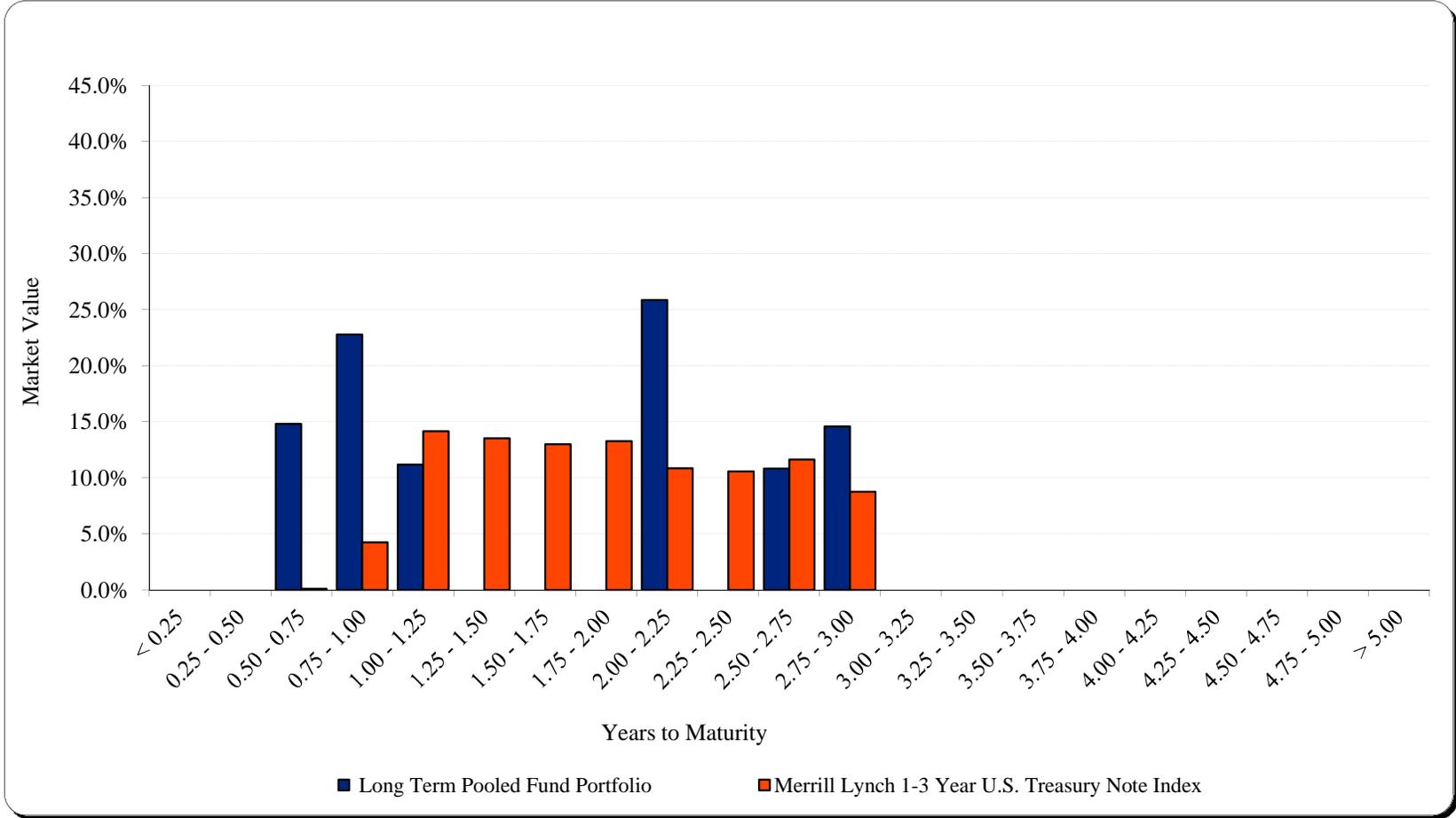
<u>Maturity Distribution<sup>1</sup></u>	<u>March 31, 2016</u>	<u>December 31, 2015</u>
Overnight (Money Market Fund)	\$0.00	\$0.00
Under 6 Months	0.00	0.00
6 - 12 Months	5,109,611.33	3,006,572.09
1 - 2 Years	1,517,614.88	5,605,213.78
2 - 3 Years	6,969,513.51	4,935,533.31
3 - 4 Years	0.00	0.00
4 - 5 Years	0.00	0.00
5 Years and Over	0.00	0.00
<b>Totals</b>	<b>\$13,596,739.72</b>	<b>\$13,547,319.18</b>



Notes:

1. Callable securities in portfolio are included in the maturity distribution analysis to their stated maturity date, although they may be called prior to maturity.

Long Term Pooled Fund Portfolio Maturity Distribution versus the Benchmark<sup>1</sup>

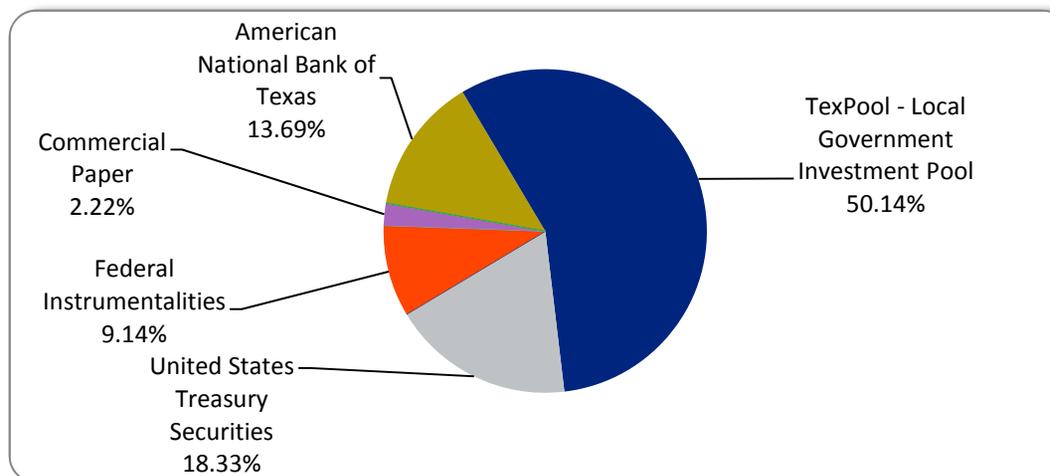


Notes:

1. Due to the nature of the security, Mortgage-Backed Securities are represented based on their average life maturity rather than their final maturity.

## City of Rowlett, Texas

## Asset Allocation as of March 31, 2016



Security Type <sup>1</sup>	Amortized Cost (Includes Interest)	Allocation Percentage	Notes	Permitted by Policy	In Compliance
American National Bank of Texas	6,751,651.22	13.69%		100%	YES
TexPool - Local Government Investment Pool	27,926,071.13	56.62%		100%	YES
United States Treasury Securities	9,038,352.16	18.33%		100%	YES
United States Government Agency Securities	-	0.00%		100%	YES
Federal Instrumentalities	4,508,666.05	9.14%	2	100%	YES
Mortgage-Backed Securities	-	0.00%	2,3	20%	YES
Certificates of Deposit	-	0.00%		20%	YES
Repurchase Agreements	-	0.00%		20%	YES
Commercial Paper	1,096,333.04	2.22%		25%	YES
Corporate Notes TLGP - FDIC Insured	-	0.00%		50%	YES
Bankers' Acceptances	-	0.00%		25%	YES
State and/or Local Government Debt	-	0.00%		25%	YES
Fixed Income Money Market Mutual Funds	-	0.00%		50%	YES

## Notes:

1. End of month trade-date amortized cost of portfolio holdings, including accrued interest.
2. The combined total of Federal Instrumentalities and Mortgage Backed Securities can not be more than 100%. The combined total as of March 31, 2016 is 9.14%.
3. The Investment Policy does allow for Government and Federal Agency mortgage backed securities (MBS). Which is limited to GNMA, FHLMC, and FNMA mortgage backed securities. GNMA securities have the full faith and credit of the United States Treasury. As of September 6, 2008, FHLMC and FNMA have been under conservatorship with the United States Treasury. PFM has imposed an internal maximum allocation limit of 20% in MBS. PFM will notify the City prior to adding MBS to the portfolio.

## City of Rowlett, Texas

## Asset Allocation as of March 31, 2016

<b>Individual Issuer Breakdown</b>	<b>Amortized Cost (Includes Interest)</b>	<b>Allocation Percentage</b>	<b>Notes</b>	<b>Permitted by Policy</b>	<b>In Compliance</b>
Government National Mortgage Association (GNMA)	-	0.00%		40%	YES
Federal Farm Credit Bank (FFCB)	-	0.00%		40%	YES
Federal Home Loan Bank (FHLB)	-	0.00%		40%	YES
Federal National Mortgage Association (FNMA)	-	0.00%		40%	YES
Federal Home Loan Mortgage Corporation (FHLMC)	4,508,666.05	9.14%		40%	YES
JP Morgan Chase & Company Commercial Paper	548,097.92	1.11%		5%	YES
Toyota Motor Corporation Commercial Paper	548,235.12	1.11%		5%	YES

**Investment Officer's Certification**

This report is prepared for City of Rowlett (the "City") in accordance with Chapter 2256 of the Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report which covers the month ended March 31, 2016, is signed by the City's investment officers and includes the disclosures required in the PFIA.

The investment portfolio complied with the PFIA and the City's approved Investment Policy and Strategy throughout the month. All investment transactions made in the City's portfolio during this month were made on behalf of the City and were made in full compliance with the PFIA and the City's approved Investment Policy.

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Kim Galvin, CGFO, MPA, Director of Financial Services

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Wendy Badgett, Assistant Director of Financial Services

# TAB III

Insert Month End Statement here to complete the report.

In consideration of the safety and security of our client's sensitive information, PFM Asset Management's compliance department does not allow the inclusion of month end statements in any electronic communication including this version of the quarterly performance report.

Statements are available online at **www.pfm.com** login and click on the link to "Monthly Statements" on the left side of the screen.

The most current statements are always available to the client online, however they can only be accessed with the designated username and password.

# TAB IV



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 5D

**TITLE**

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

**STAFF REPRESENTATIVE**

Brian Funderburk, City Manager



**City of Rowlett**  
**Staff Report**

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

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**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 7A

**TITLE**

Consider action to approve minutes from the May 17, 2016 City Council Regular Meeting.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**SUMMARY**

Section 551.021 of the Government Code provides as follows:

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

**RECOMMENDED ACTION**

Move to approve, amend or correct the minutes for the May 17, 2016 City Council Regular Meeting.

**ATTACHMENT**

05-17-16 City Council Regular Meeting Minutes



# City of Rowlett

## Meeting Minutes

### City Council

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

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

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Tuesday, May 17, 2016

5:30 P.M.

Municipal Building – 4000 Main Street

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

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

**Present: Mayor Gottel, Mayor Pro Tem Gallops, Deputy Mayor Pro Tem Dana-Bashian, Councilmember van Bloemendaal, Councilmember Bobbitt, Councilmember Pankratz, and Councilmember Sheffield**

#### 1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

#### 2. EXECUTIVE SESSION

There are no agenda items.

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

##### 3A. Joint meeting with Golf Advisory Board and Council. (45 minutes)

Lawrence Glick, Chair, began this portion of the meeting by introducing Brad Marshall, Vice Chair, who made the presentation. He presented an overview video of the golf course, reviewed updates to the course and clubhouse, goals for the next year, requests for the upcoming budget, long-term future projects, and future concerns. Other Board members present were Jerry Daniels, Barbara Holst, Guy Hunsaker, Becky Sebastian, Michael Daffin, and Jonathan Andron. Ms. Holst and Mr. Daniels both spoke to concerns regarding maintenance issues.

##### 3B. Discuss recommendation to fill vacancy on the Rowlett Long Term Recovery Committee. (10 minutes)

Brian Funderburk, City Manager, presented the information.

#### 4. DISCUSS CONSENT AGENDA ITEMS

**RECEPTION FOR OUTGOING AND INCOMING COUNCILMEMBERS (6:30 P.M.)\***

## **CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M.)\***

After a short break at 6:25 p.m., Council reconvened at 7:01 p.m.

**INVOCATION** – Mayor Pro Tem Gallops

**PLEDGE OF ALLEGIANCE** – Led by the City Council  
**TEXAS PLEDGE OF ALLEGIANCE**

### **5. PRESENTATIONS AND PROCLAMATIONS**

#### **5A.** Presentation of Proclamations recognizing the 2016 Rowlett Arts and Humanities Commission's Writing Contest winners.

Councilmember van Bloemendaal presented the proclamations and Commission members presented prize checks to the following winners:

- Adult Division – Poetry category: Carol Rosalia Cardenes-Grimaldi for her poem entitled, "Sweet Dreams."
- Adult Division – Short Stories category: Alan Winn for his short story entitled, "A Whisper of Love."
- Adult Division – Short Works category: Alan Winn for his short work entitled, "Dad."
- Youth Division – Poetry category: Francheska Concepcion for her poem entitled, "In Our Hearts (There's Bad and There is Good)."
- Youth Division – Short Stories category: Jaime Chetty for her short story entitled, "How to Become the Next Top Spy."
- Youth Division – Short Works category: Layla Gonzalez for her short work entitled, "If Dogs Could Talk!"

#### **5B.** Presentation of Proclamation recognizing the week of May 15 – 21, 2016, as American Public Works Association National Public Works Week.

Councilmember Pankratz presented the proclamation to Noel Thompson, Interim Director of Public Works and several Public Works staff members. Mayor Gottel offered his thanks for the hard work that the department has done day in and day out, including the construction of Kids Kingdom and working the aftermath of the December tornado.

#### **5C.** Presentation of the American Public Works Association, Top Ten Public Works Leaders Award to Assistant City Manager Jim Proce for outstanding career service achievements.

Mr. Thompson introduced Ronnie Bates, APWA North Texas Branch Administrator; Texas APWA President, Carlos Sanchez; and Justin Futch, Field Director for U.S. Representative Pete

Sessions. Mr. Futch read comments made by Rep. Sessions in the House of Representatives this morning. These comments will appear in the Congressional Record. Mayor Gottel introduced Barbara Reese, District Director for State Representative Cindy Burkett. Ms. Reese provided a State Resolution by Rep. Burkett, which Mayor Gottel presented.

Sue Hann, representing APWA presented the award to Mr. Proce. Mr. Proce then made some personal comments.

## **6. CITIZENS' INPUT**

There were no speakers.

## **7. CONSENT AGENDA**

- 7A.** Consider action to approve minutes from the May 3, 2016 City Council Regular Meeting.

**This item was approved on the Consent Agenda.**

- 7B.** Consider action to approve a resolution to appoint Sean Seise to the Rowlett Long Term Recovery Committee.

**This item was approved as RES-068-16 on the Consent Agenda.**

- 7C.** Consider action to approve an ordinance approving a negotiated settlement between Atmos Steering Committee and Atmos Energy.

**This item was approved as ORD-020-16 on the Consent Agenda.**

- 7D.** Consider action to approve a resolution authorizing the final acceptance and final payment of an emergency construction contract with TRI-CON Services in an amount not to exceed \$593,081.00 for the 36 inch gravity sanitary sewer line repair and replacement and authorizing the Mayor to execute necessary documents.

**This item was approved as RES-069-16 on the Consent Agenda.**

- 7E.** Consider action to approve a resolution authorizing Task Authorization FY16-NS05 for the design of a 16 inch water main segment of the Big A 20-Inch Water Transmission Project (WA2110) in the amount of \$32,280 to Neel-Schaffer and to authorize the Mayor to execute the necessary documents.

**This item was approved as RES-070-16 on the Consent Agenda.**

- 7F.** Consider an ordinance canvassing the results of the Special Charter Amendment Election held Saturday, May 7, 2016, for the purpose of considering four proposed amendments to the Rowlett City Charter and adopting said amendments to the Charter.

**This item was approved as ORD-021-16 on the Consent Agenda.**

- 7G.** Consider a resolution canvassing the results of the General Election held Saturday, May 7, 2016, for the positions of Mayor, Councilmember Place Two, Councilmember Place Four, and Councilmember Place Six, as well as the Special Election to Fill a Vacancy for Councilmember Place 3.

**This item was approved as RES-071-16 on the Consent Agenda.**

#### **Passed the Consent Agenda**

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

#### **8. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 8A.** Conduct a public hearing and consider an ordinance approving a request for a rezoning from Single Family-40 Zoning District to a Planned Development District with an underlying zoning of Single Family 7 (SF-7) for the purpose of constructing a single family neighborhood. The subject properties are located at 4401, 4413, 4501, 4509, 4513, 4601, 4609, 4613 and 4701 Dexham Road, further described as being Lots 1 – 9, Block A of the Dexham Creek Ranch Estates.

Mark Kurbansade, Director of Development Services, presented the background information for this item. The developer, Bob Cresswell, along with Tony Krauska, presented the concept plan. The public meeting opened and closed with the following speakers:

1. Lisa Thomas, 4606 Dexham Road, Rowlett; spoke in opposition
2. Jon Simikic, 1902 Palomino Drive, Rowlett; spoke in opposition
3. John Roan, 4317 Dexham Road, Rowlett; spoke in opposition
4. Betty Littlejohn, 4418 Dexham Road, Rowlett; spoke in opposition
5. Jerry Kerby, 1706 Palomino Drive, Rowlett; spoke in opposition
6. Larry Perkins, 4414 Dexham Road, Rowlett; spoke in opposition
7. Mark Hemphins, 1613 Palomino Drive, Rowlett; spoke in opposition
8. Angela McGaughey, 4502 Dexham Road, Rowlett; spoke in opposition
9. Gregory Craig, 1914 Stallion Circle, Rowlett; spoke in opposition
10. Diane Perkins, 4414 Dexham Road, Rowlett; spoke in opposition
11. Dennie Gerdes, 1910 Palomino Drive, Rowlett; spoke in opposition

Discussion regarding green space and HOA maintained property.

**A motion was made by Councilmember Sheffield, seconded by Councilmember Pankratz, to approve the item as presented with a friendly amendment to have Exhibits D and E reconciled. The motion carried with a vote of six in favor and one opposed (Bobbitt). This item was approved as ORD-022-16.**

#### **9. PRESENTATIONS AND PROCLAMATIONS**

After a short break at 9:32 p.m., Council reconvened at 9:41 p.m.

- 9A.** Recognition of service, presentation and personal remarks from City Councilmembers Place Three – Carl Pankratz and Place 6 – Michael Gallops.

Mayor Gottel presented plaques to Mr. Pankratz and Mr. Gallops who both made personal remarks.

- 9B.** Administration of Oaths of Office for the Mayor, Councilmembers Place 2, Place 3, Place 4 and Place 6.

Laura Hallmark, City Secretary, presented each elected official, in turn, with their Certificate of Election. The oaths for Mayor Gottel, Deputy Mayor Pro Tem Dana-Bashian, and Councilmember Bobbitt were conducted by Municipal Judge, Pam Liston. The oath for Councilmember Hargrave was ceremoniously conducted by Wayne Baxter and the oath for Councilmember Brown was ceremoniously conducted by Pastor Michael Hankins.

After being sworn in, each Councilmember provided personal comments and then took their seat at the dais.

- 9C.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

Mayor Gottel announced the following:

**COUNCIL MEETINGS**

- NEXT REGULAR COUNCIL MEETINGS WILL BE HELD ON TUESDAY, JUNE 7<sup>TH</sup> AND 21<sup>ST</sup>

**P & Z MEETINGS**

- MEETINGS WILL BE HELD ON TUESDAY, JUNE 14<sup>TH</sup> AND 28<sup>TH</sup> IN THE CITY HALL CONFERENCE ROOM AT 6:30PM

**EARLY VOTING FOR JOINT RUN-OFF ELECTION**

- EARLY VOTING FROM MONDAY, MAY 16<sup>TH</sup> – FRIDAY, MAY 20<sup>TH</sup> 7AM TO 7PM IN ANNEX CONFERENCE ROOM
- ELECTION DAY VOTING – TUESDAY, MAY 24<sup>TH</sup>, 8AM TO 5PM; VOTE AT YOUR PRECINCT
- CHECK THE CITY SECRETARY'S PAGE ON THE WEBSITE FOR MORE INFORMATION

**SMALL BUSINESS ADMINISTRATION NOW OFFERING LOW-INTEREST DISASTER LOANS!**

- THE DEADLINE TO APPLY FOR PROPERTY DAMAGE LOANS IS MAY 31, 2016
- THE DEADLINE TO APPLY FOR ECONOMIC INJURY LOANS IS DECEMBER 29, 2016
- YOU MAY CALL 800-659-2955
- EMAIL [DISASTERCUSTOMERSERVICE@SBA.GOV](mailto:DISASTERCUSTOMERSERVICE@SBA.GOV) OR [ROWLETT OEM@ROWLETT.COM](mailto:ROWLETT OEM@ROWLETT.COM)

**REBUILD ROWLETT "GO FUND ME" AND "PAYPAL" ACCOUNTS**

- THE ROWLETT CHAMBER FOUNDATION, A NON-PROFIT ORGANIZATION, STARTED REBUILD ROWLETT GO FUND ME AND PAYPAL ACCOUNTS
- MAKE A TAX-DEDUCTIBLE DONATION TO HELP ROWLETT RESIDENTS REBUILD THEIR LIVES AND HOMES
- [WWW.GOFUNDME.COM/REBUILDDROWLETT](http://WWW.GOFUNDME.COM/REBUILDDROWLETT)
- PAYPAL – [WWW.REBUILDDROWLETT.ORG](http://WWW.REBUILDDROWLETT.ORG)

#### ROWLETT LIBRARY

- STORY TIME WITH NANCY CHURNIN
  - SATURDAY, MAY 21<sup>ST</sup> AT THE LIBRARY, 2PM

#### PARKS AND RECREATION

- WET ZONE OPEN WEEKENDS IN MAY! OPENS DAILY BEGINNING JUNE 3<sup>RD</sup>
  - 11AM – 6PM
- MEMORIAL DAY CELEBRATION FEATURING TOUCH-A-TRUCK
  - SATURDAY, MAY 28<sup>TH</sup>, 10AM – 1PM @ RCC (RAIN-OUT DATE IS MONDAY, MAY 30<sup>TH</sup>)
- FIREWORKS ON MAIN
  - MONDAY, JULY 4<sup>TH</sup>, 6PM – 10PM @ 5300 MAIN ST, PECAN GROVE PARK – BEHIND WET ZONE
  - FEATURING EXILE WITH OPENING ACT – MARS HILL BAND
  - FIRE WORKS START AT 9:45PM

#### 12<sup>TH</sup> ANNUAL POLICE BICYCLE RODEO

- SATURDAY, MAY 28<sup>TH</sup> FROM 10AM TO 1PM @ RCC
- TEACHES KIDS THE IMPORTANCE OF BICYCLE SAFETY
- DOOR PRIZES AND DRAWINGS FOR NEW BICYCLES

#### SENIOR EVENTS

- AARP SMART DRIVERS CLASS
  - SATURDAY, MAY 28<sup>TH</sup>, 9AM – 1PM
  - \$15 FOR AARP MEMBERS; \$20 FOR NON-AARP MEMBERS
- FATHER'S DAY PANCAKE BREAKFAST; COST OF \$5
  - TUESDAY, JUNE 14<sup>TH</sup>, 11:30AM – 1PM @ RCC

#### ANIMAL SHELTER

- LOW COST VACCINE CLINIC AT ANIMAL SHELTER –
  - SATURDAY, MAY 21<sup>ST</sup>, 1 – 3PM
  - LOCATED AT 4402 INDUSTRIAL ST.
  - SHELTER IS OPEN MONDAY – SATURDAY, 10AM – 5PM
- PET-ADOPT-ATHON
  - SATURDAY, MAY 28<sup>TH</sup>, 10AM – 5PM
  - \$25 ADOPTIONS

Deputy Mayor Pro Tem Dana-Bashian announced the Rowlett Ride for Veterans will take place on Saturday, May 28<sup>th</sup>. Riders will meet at Sachse High School at 7:45 a.m. and begin at 8:30 a.m. The ride will conclude at Rowlett High School in time for the Memorial Day Program at the Recreation Centre.

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

There was no action taken.

#### **10. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 10:43 p.m.



**City of Rowlett**  
**Staff Report**

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

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 7B

**TITLE**

Consider action to approve a resolution entering into an Interlocal Agreement with the City of Laredo, which will allow both cities to cooperatively purchase goods and services under each other's competitively bid contracts.

**STAFF REPRESENTATIVE**

Vicki Alfaro, Purchasing Agent

**SUMMARY**

This item is to establish an Interlocal Agreement between the City of Rowlett and the City of Laredo for cooperative purchasing of goods and services. Staff recognizes the advantage of having cooperative purchasing opportunities and saving taxpayer dollars through economies of scale; therefore, City staff is requesting an Interlocal Agreement be established.

**BACKGROUND INFORMATION**

Texas Local Government Code provides the opportunity for governmental entities to participate in Cooperative Purchasing Programs with each other as stated below. The City of Rowlett currently has thirty-six (36) Interlocal Agreements established with other governmental entities.

**DISCUSSION**

Section 271.102, Texas Local Government Code, authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization, and such process satisfies the state law competitive bid requirements. Chapter 791 of the Texas Government Code also authorizes respective governing bodies and officials in accordance with the "Interlocal Cooperation Act" to participate in a Cooperative Purchasing Program with another government entity, and such process satisfies the state law competitive bid requirements.

The adoption of the above stated resolution will allow both parties, the City of Rowlett and the City of Laredo, to purchase goods and services under each other's competitively bid contracts pursuant to Subchapter F, Chapter 271 of the Texas Local Government Code and Chapter 791 of the Texas Government Code. There is no fee involved for the Interlocal Agreement.

The City Manager or designee for each party is authorized to act on behalf of the respective party in all matters relating to this cooperative purchasing program. Each party shall make payments to the other party or directly to the vendor under the contract made pursuant to Subchapter F, Chapter 271 of the Texas Local Government Code and Chapter 791 of the Texas Government

Code. Each party shall be responsible for the respective vendor's compliance with provisions relating to the quality of items and terms of delivery.

The City Attorney, David Berman, has reviewed and approved the Interlocal Agreement attached hereto and incorporated herein by reference as Exhibit A.

## **FINANCIAL/BUDGET IMPLICATIONS**

N/A

## **RECOMMENDED ACTION**

City staff recommends the City Council approve a resolution entering into an Interlocal Agreement with the City of Laredo, which will allow both cities to cooperatively purchase goods and services under each other's competitively bid contracts.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING AN INTERLOCAL AGREEMENT WITH THE CITY OF LAREDO FOR COOPERATIVE BIDDING AND PURCHASING OF GOODS AND SERVICES UNDER COMPETITIVELY BID CONTRACTS PURSUANT TO SUBCHAPTER F, CHAPTER 271, OF THE TEXAS LOCAL GOVERNMENT CODE AND CHAPTER 791 OF THE TEXAS GOVERNMENT CODE FOR THE CITY OF ROWLETT, TEXAS; AUTHORIZING THE CITY MANAGER AS THE COORDINATOR FOR THE COOPERATIVE ENTITY UNDER SUCH AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Rowlett, Texas finds that the Texas Local Government Code Section 271.102, and Chapter 791 of the Texas Government Code allows local governments to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization and allows both parties to purchase goods and services under each other's competitively bid contracts, and such process satisfies the State law competitive bid requirements; and

**WHEREAS**, the City of Rowlett desires to participate in an Interlocal Cooperation Agreement with the City of Laredo to cooperatively purchase goods and services for each governmental entity.

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

**Section 1:** That the City Council of the City of Rowlett does hereby approve an Interlocal Cooperation Agreement with the City of Laredo providing for cooperative bidding and purchasing of goods and services; a copy of said agreement being attached hereto and labeled "Exhibit A".

**Section 2:** That the City Manager is hereby designated as the coordinator for the City of Rowlett under said agreement, and is hereby authorized to execute the agreement with the City of Laredo and such other documents as may be necessary or appropriate pursuant thereto.

**Section 3:** This resolution shall become effective immediately upon its passage.

**ATTACHMENT**

Exhibit A – Interlocal Cooperation Agreement

**STATE OF TEXAS** §  
**COUNTY OF DALLAS** § **INTERLOCAL COOPERATION AGREEMENT**  
 §

This Interlocal Cooperation Agreement (“Agreement”) is by and between the City of Laredo, Texas (“Laredo”), and the City of Rowlett, Texas (“Rowlett”), acting by and through their authorized officers.

**RECITALS:**

**WHEREAS**, this Agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code; and

**WHEREAS**, Section 271.102 of the TEX. LOC. GOV’T CODE authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization; and

**WHEREAS**, a local government that purchases goods and services pursuant to a Cooperative Purchasing Program with another local government satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and materials; and

**WHEREAS**, each party has and will on an annual basis obtain competitive bids for the purchase of goods and services; and

**WHEREAS**, the parties desire to enter into a cooperative purchasing program which will allow each party to purchase under goods and services under each other’s competitively bid contracts pursuant to Subchapter F, Chapter 271 of the TEX. LOC. GOV’T CODE;

**NOW THEREFORE**, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

**ARTICLE I**  
**PURPOSE**

The purpose of this Agreement is to establish a cooperative purchasing program between the parties, which will allow each party to purchase goods and services under each other’s competitively bid contracts pursuant to Subchapter F, Chapter 271 of the TEX. LOC. GOV’T CODE.

**ARTICLE II**  
**TERM**

The term of this Agreement shall be for a period of one (1) year commencing on the last date of execution hereof (“Effective Date”). Thereafter this Agreement shall automatically

renew for successive periods of one (1) year each under the terms and conditions stated herein, unless sooner terminated as provided herein.

### **ARTICLE III TERMINATION**

Either party may terminate this Agreement by providing thirty (30) days prior written notice to the other party.

### **ARTICLE IV PURCHASING**

The City Manager or other designee for each party is authorized to act on behalf of the respective party in all matters relating to this cooperative purchasing program. Each party shall make payments to the other party or directly to the vendor under the contract made pursuant to Subchapter F, Chapter 271 of the TEX. LOC. GOV'T CODE. Each party shall be responsible for the respective vendor's compliance with provisions relating to the quality of items and terms of delivery.

### **ARTICLE V MISCELLANEOUS**

5.1 **Relationship of Parties:** This Agreement is not intended to create, nor should it be construed as creating, a partnership, association, joint venture or trust.

5.2 **Notice:** Any notice required or permitted to be delivered hereunder shall be deemed received when sent in the United States Mail, Postage Prepaid, Certified Mail, Return Receipt Requested, or by hand-delivery or facsimile transmission addressed to the respective party at the address set forth below the signature of the party.

5.3 **Amendment:** This Agreement may be amended by the mutual written agreement of both parties hereto.

5.4 **Severability:** In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.

5.5 **Governing Law:** The validity of this Agreement and any of its terms and provisions as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be in the State District Court of Dallas County, Texas.

5.6 **Entire Agreement:** This Agreement represents the entire agreement among the parties with respect to the subject matter covered by this Agreement. There is no other collateral, oral or



**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 7C

**TITLE**

Consider action to approve a resolution to appoint Chris Kizziar and Lonnie Cornwell to the Rowlett Long Term Recovery Committee.

**STAFF REPRESENTATIVE**

Jim Proce, Assistant City Manager

**SUMMARY**

On January 19, 2016, the City Council created the Rowlett Long Term Recovery Committee to ensure sustainable support for those affected by the tornado that struck Rowlett on December 26, 2015. The original board consisted of 15 voting members and 5 ex-officios. One voting member has resigned and another is needed to replace two members.

**BACKGROUND INFORMATION**

As indicated, on January 19, 2016, the City created the Rowlett Long Term Recovery Committee. That original board consisted of 15 voting members and 5 ex-officio placed from a broad based spectrum of the community, including churches, non profit agencies, City, School District and citizens.

**Long Term Recovery Committee –  
Rebuild Rowlett!**

Committee Structure	Appointees	
<ul style="list-style-type: none"> <li>• Rowlett Chamber of Commerce (1)</li> <li>• Rowlett Citizen Corps Council (1)</li> <li>• Keep Rowlett Beautiful (1)</li> <li>• Garland Independent School District (1)</li> <li>• Rockwall Independent School District (1)</li> <li>• Local Churches (5)</li> <li>• Rowlett Resident (1)</li> <li>• City Council (2)</li> <li>• City Staff (2)</li> <li>• Ex-Officio (5)</li> </ul>	<ul style="list-style-type: none"> <li>• Dretha Burris – Chairperson</li> <li>• Whitney Laning – 1<sup>st</sup> Vice Chair</li> <li>• Diane Lemmons – 2<sup>nd</sup> Vice Chair</li> <li>• Erin Harwell - Secretary</li> <li>• Martha Brown</li> <li>• Michelle Bounds</li> <li>• Brian Hiatt</li> <li>• Larry Glick</li> </ul>	<ul style="list-style-type: none"> <li>• Cole Hedgecock</li> <li>• Larry Glick</li> <li>• Tammy Dana-Bashian</li> <li>• Debby Bobbitt</li> <li>• Brian Funderburk</li> <li>• Ed Balderas</li> <li>• Shelley Garrett</li> <li>• Eva Hummel</li> <li>• Barry Young</li> <li>• Bobby Montgomery</li> <li>• Jim Proce</li> <li>• Neil Howard</li> </ul>

There are 15 members and 5 ex-officio.

Such community-based programs are characterized by collaborative, cooperative, and coordinated efforts among agencies, which is necessary as resources grow scarcer and needs emerge that individual care-giving agencies are not prepared to address alone. For example, housing repair and rebuilding is frequently an unmet need addressed by community-based recovery programs because private insurance payments and government assistance often do not

cover the full cost. In addition, the recovery group will coordinate connection of available resources and service providers with affected residents. The primary roles of this recovery committee is as follows:

1. Resource development to benefit individuals and the community
2. Case work and assessments to identify family needs and facilitate appropriate provision of resources
3. Volunteer coordination
4. Spiritual and emotional care
5. Advocacy on behalf of disaster survivors
6. Donations management

On May 19, 2016, Martha Brown resigned from the Rowlett Long Term Recovery Committee after being elected to City Council, Place 6. Martha represented Keep Rowlett Beautiful. In addition, there is one additional voting member opening due to lack of attendance.

## **DISCUSSION**

With the resignation of Monika Baker, Council needs to appoint two voting members. On May 23, 2016, the Rowlett Long Term Recovery Committee supported the appointment of Chris Kizziar, Life Message and Lonnie Cornwell, Keep Rowlett Beautiful. Both Chris and Lonnie serve on permanent City committees, Chris serving on the Board of Adjustments and Lonnie on the Parks Advisory Board.

Chris Kizziar:

Chris Kizziar, a 25 year resident of Rowlett, is a business owner and philanthropist who has committed his life to giving back to the community. Since 1999 he has been the Founder and President of NSTN, Inc., a data integration company located in Garland, TX committed to protecting the identity and livelihood of consumers throughout the U.S.

In 1998 Chris and his family established Life Message, Inc. a charitable foundation committed to making a difference to the families in the North Texas area. Life Message has received multiple awards for its impact and commitment to eliminate hunger within the community.

Additionally, Chris serves as the Vice Chair on the City of Rowlett's Board of Adjustments as well as serves on the Board of Directors for the Chamber of Commerce where he Chairs the Legislative Committee and sits on the Operations Committee.

Lonnie Cornwell:

"Having lived here now for the past 28 years and watching my family grow up here it is enjoyable to look back on the progress and growth of Rowlett. It is with pleasure that I have been given the opportunity to be a part of this progress. I applied for the Parks Advisory Board Board to give back to the community and our country, it's that simple. Little did I realize at that time that my love for this city would become so rewarding. I have been through the highs and lows while on the Park Board, within a couple of meetings we were without a Parks Director

and operated for quite some time in that capacity until the hiring of Jermel Stevens. He brought stability and recognition to the Rowlett Parks Department and I was fortunate to serve on that board during his tenure.

Shortly after becoming a Parks Advisory Board member, I was invited to attend a board meeting of Keep Rowlett Beautiful and was introduced to the Rowlett Environmental Learning Center concept and planning opportunities. Well I fell in love with the ELC idea and with KRB. Since then I have been very fortunate to have been a part of such a dynamic civic minded volunteer organization. I have become an elected officer of that board and had the opportunity to interview and hire Martha Brown as our Executive Director. Her presence on our board is no doubt heaven sent, as evidenced by her outstanding service to our city and recent election to our City Council. Her being elected has created an open position on the RLTRC as the representative of KRB, it will be my pleasure to be a part of this committee and to be the KRB spokesperson until our City has overcome the devastation of that fateful night.”

## **FINANCIAL/BUDGET IMPLICATIONS**

N/A

## **RECOMMENDED ACTION**

Staff recommends approval of the resolution to appoint Chris Kizziar and Lonnie Cornwell to the Rowlett Long Term Recovery Committee.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING THE APPOINTMENT OF CHRIS KIZZIAR AND LONNIE CORNWELL TO THE ROWLETT LONG TERM RECOVERY COMMITTEE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on December 26, 2015, the City of Rowlett was struck by an EF4 Tornado that created considerable damage for approximately 3½ miles in Rowlett and created a debris field nearly ½ mile wide; and

**WHEREAS**, approximately 1,145 residents and businesses in the path of the tornado sustained considerable damage impacting the economic value of properties and structures; and

**WHEREAS**, a long-term, sustainable effort is necessary to assist disaster survivors recovering from this disaster; and

**WHEREAS**, the Rowlett Long Term Recovery Committee has two vacancies that need to be filled; and

**WHEREAS**, on May 23, 2016, the Rowlett Long Term Recovery Committee support the appointment of Chris Kizziar and Lonnie Cornwell to fill the vacancies.

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

**Section 1:** The City Council hereby appoints Chris Kizziar and Lonnie Cornwell to the Rowlett Long Term Recovery Committee to fill existing vacancies.

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

**ATTACHMENTS**

Attachment One – Application from Chris Kizziar

Attachment Two – Application from Lonnie Cornwell

**Brian Funderburk**

**From:** Stacey Chadwick  
**Sent:** Friday, May 27, 2016 9:15 AM  
**To:** Brian Funderburk  
**Subject:** Chris Kizziar: Online Form Submittal: Board Application Form

**Board Application Form**

Please complete the online form below. You may only serve on one board or commission at a time. To apply for a position on the Senior Advisory Board, the applicant must be 60 years of age or older.

**Today's Date (mm/dd/yyyy):\*** **05/24/2016**

**Personal Information**

**Board or Commission First Choice:\*** [Rowlett Long Term Recovery Committee \/]   
**Board or Commission Second Choice:\*** [Select One \/]   
**Applicant's Name:\*** Chris Kizziar  
**Home Address:\*** 8413 Spinnaker Cove  
**ZIP Code:\*** 75089  
**Home Phone Number:\*** (972) 455-9898  
**Business Phone Number:** (877) 502-0415  
**Cell Phone:** (469) 569-7256  
**Email Address:\*** [chris@lifemessage.org](mailto:chris@lifemessage.org)

**Residency Information**

**Length of Residency in Rowlett:\*** **25 Years**

**Are you a registered voter in Rowlett? (All members of citizen boards and commissions must be registered voters, residing in the City of Rowlett. This does not apply to Junior Alternate Members):\***  Yes  No

**If yes, what is your registration number:**  
**Birthday (mm/dd/yyyy)\*** **08/15/1963**

**Employment**

**Briefly describe your past two places of employment, including job title(s), dates of employment, location of job, typical duties, etc.:**  
 NSTN, Inc. - President - Dec. 1999 - Present 2301 Forest Lane Garland, TX. 75042 Business Development  
 Life Message, Inc. Founder/President July 1998 - Present 4501 Rowlett Rd. Rowlett, TX. 75088 Business Development

**Education**

**Please describe your educational background, including the highest level attained and all college degrees, technical training, certifications, etc. that are relevant:\***  
 Rider High School - Graduated 1981

**Skills and Qualifications**

List any specific skills, abilities, and qualifications that are relevant to the position(s) applied for:\*

Business owner responsible for the development and growth of the prospective organizations. Built and Manage community growth and relations for Life Message and it's 22 Outreach Centers. Serving on Multiple Boards and Commissions responsible for impacting the community.

**Membership Information**

Are you currently serving on other Boards or Commissions?\*

(X) Yes

( ) No

If yes, which one:

Board of Adjustments & Chamber of Commerce

Have you served on a Board or Commission before?\*

( ) Yes

(X) No

If yes, which one:

**Reason for Applying**

Please describe your reason for applying on a citizen board or commission. Please include any particular goals you have for the board or commission, and any unique talents, experiences, or interests that would help make you an excellent member:\*

To make an impact and to give back to a city who has given so much to me. I have an extensive background in business development, community relations and general contracting and construction

**References**

Please provide names and phone numbers of three references, other than relatives.\*

Michael Gallops - (469)628-7926 Darla King - (214)354-4851 Fred Sweeney - (214) 684-4330

\* indicates required fields.

View any uploaded files by [signing in](http://www.ci.rowlett.tx.us/Admin/FormHistory.aspx?SID=23558) and then proceeding to the link below:  
<http://www.ci.rowlett.tx.us/Admin/FormHistory.aspx?SID=23558>

The following form was submitted via your website: Board Application Form

Today's Date (mm/dd/yyyy):: 05/24/2016

Board or Commission First Choice:: Rowlett Long Term Recovery Committee

Board or Commission Second Choice:: Select One

Applicant's Name:: Chris Kizziar

Home Address:: 8413 Spinnaker Cove

ZIP Code:: 75089

Home Phone Number:: (972) 455-9898

Business Phone Number:: (877) 502-0415

Cell Phone:: (469) 569-7256

Email Address:: [chris@lifemessage.org](mailto:chris@lifemessage.org)

Length of Residency in Rowlett:: 25 Years

Are you a registered voter in Rowlett? (All members of citizen boards and commissions must be registered voters, residing in the City of Rowlett. This does not apply to Junior Alternate Members):: Yes

If yes, what is your registration number::

Birthday (mm/dd/yyyy): 08/15/1963

Briefly describe your past two places of employment, including job title(s), dates of employment, location of job, typical duties, etc.: NSTN, Inc. -

President - Dec. 1999 - Present

2301 Forest Lane

Garland, TX. 75042

Business Development

Life Message, Inc.

Founder/President July 1998 - Present

4501 Rowlett Rd.

Rowlett, TX. 75088

Business Development

Please describe your educational background, including the highest level attained and all college degrees, technical training, certifications, etc. that are relevant:: Rider High School - Graduated 1981

List any specific skills, abilities, and qualifications that are relevant to the position(s) applied for:: Business owner responsible for the development and growth of the prospective organizations.

Built and Manage community growth and relations for Life Message and it's 22 Outreach Centers.

Serving on Multiple Boards and Commissions responsible for impacting the community.

Are you currently serving on other Boards or Commissions?: Yes

If yes, which one:: Board of Adjustments & Chamber of Commerce

Have you served on a Board or Commission before?: No

If yes, which one::

Please describe your reason for applying on a citizen board or commission. Please include any particular goals you have for the board or commission, and any unique talents, experiences, or interests that would help make you an excellent member:: To make an impact and to give back to a city who has given so much to me. I have an extensive background in business development, community relations and general contracting and construction

Please provide names and phone numbers of three references, other than relatives.: Michael Gallops - (469)628-7926

Darla King - (214)354-4851

Fred Sweeney - (214) 684-4330

Additional Information:

Form submitted on: 5/24/2016 12:01:56 PM

Submitted from IP Address: 67.200.171.242

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.ci.rowlett.tx.us/Forms.aspx?FID=74>

**Brian Funderburk**

**From:** Stacey Chadwick  
**Sent:** Tuesday, May 31, 2016 8:19 AM  
**To:** Brian Funderburk  
**Subject:** FW: Online Form Submittal: Board Application Form - LONNIE CORNWELL

**From:** noreply@civicplus.com [mailto:noreply@civicplus.com]  
**Sent:** Sunday, May 29, 2016 10:05 AM  
**To:** Stacey Chadwick <schadwick@rowlett.com>; Laura Hallmark <lhallmark@rowlett.com>  
**Subject:** Online Form Submittal: Board Application Form

If you are having problems viewing this HTML email, click to view a [Text version](#).

**Board Application Form**

Please complete the online form below. You may only serve on one board or commission at a time. To apply for a position on the Senior Advisory Board, the applicant must be 60 years of age or older.

**Today's Date (mm/dd/yyyy):\*** **05/29/2016**

**Personal Information**

**Board or Commission First Choice:\*** [Rowlett Long Term Recovery Committee \/  
**Board or Commission Second Choice:\*** [Select One \/  
**Applicant's Name:\*** Lonnie Cornwell  
**Home Address:\*** 4106 Baywatch Dr.  
**ZIP Code:\*** 75088  
**Home Phone Number:\*** 214-794-3685  
**Business Phone Number:** 214-802-0627  
**Cell Phone:** 214-794-3685  
**Email Address:\*** [loncornwell@yahoo.com](mailto:loncornwell@yahoo.com)

**Residency Information**

**Length of Residency in Rowlett:\*** **28 years**

**Are you a registered voter in Rowlett? (All members of citizen boards and commissions must be registered voters, residing in the City of Rowlett. This does not apply to Junior Alternate Members):\***  Yes  No

**If yes, what is your registration number:** **1080733597**  
**Birthday (mm/dd/yyyy)\*** **1/24/46**

**Employment**

**Briefly describe your past two places of employment, including job title(s), dates of employment, location of job, typical duties, etc.:**

Fannin Tree Farm 03/13-present Sales consultant providing assistance to customers in selecting proper tree needs for their property. To include on site consultation as to the feasibility, location, accessibility to the location, equipment needs, and long term return on tree

investment. Ashley Furniture 8/11-3/13 Furniture sales, assist customer in selecting home furnishings.

## Education

Please describe your educational background, including the highest level attained and all college degrees, technical training, certifications, etc. that are relevant:\*

Eastfield Jr. College, general business studies. Lots of OJT with my own business as a younger lad.

## Skills and Qualifications

List any specific skills, abilities, and qualifications that are relevant to the position(s) applied for:\*

I have been in the Garden Nursery Industry for over 45 years primarily as a sales rep either for myself or other nurseries. Customer service and working with many levels of management have taught me the importance of working with others.

## Membership Information

Are you currently serving on other Boards or Commissions?\*

Yes  No

If yes, which one:

Have you served on a Board or Commission before?\*

Yes  No

If yes, which one:

Parks Advisory Board

## Reason for Applying

Please describe your reason for applying on a citizen board or commission. Please include any particular goals you have for the board or commission, and any unique talents, experiences, or interests that would help make you an excellent member:\*

Having been proudly involved with Keep Rowlett Beautiful for a number of years now, being elected as an officer of that board and love the city of Rowlett, I want to be a part of and watch our city recover from this unfortunate disaster. I love this country and want to give back to my country and our city. It's the least I can do.

## References

Please provide names and phone numbers of three references, other than relatives.\*

Paul Wright 956-371-5352 Bob Gilliam 214-450-9807  
Jerry White 214-681-8870

\* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:  
<http://www.ci.rowlett.tx.us/Admin/FormHistory.aspx?SID=23611>

The following form was submitted via your website: Board Application Form

Today's Date (mm/dd/yyyy):: 05/29/2016

Board or Commission First Choice:: Rowlett Long Term Recovery Committee

Board or Commission Second Choice:: Select One

Applicant's Name:: Lonnie Cornwell

Home Address:: 4106 Baywatch Dr.

ZIP Code:: 75088

Home Phone Number:: 214-794-3685

Business Phone Number:: 214-802-0627

Cell Phone:: 214-794-3685

Email Address:: [loncornwell@yahoo.com](mailto:loncornwell@yahoo.com)

Length of Residency in Rowlett:: 28 years

Are you a registered voter in Rowlett? (All members of citizen boards and commissions must be registered voters, residing in the City of Rowlett. This does not apply to Junior Alternate Members):: Yes

If yes, what is your registration number:: 1080733597

Birthday (mm/dd/yyyy): 1/24/46

Briefly describe your past two places of employment, including job title(s), dates of employment, location of job, typical duties, etc.: Fannin Tree Farm 03/13-present

Sales consultant providing assistance to customers in selecting proper tree needs for their property. To include on site consultation as to the feasibility, location, accessibility to the location, equipment needs, and long term return on tree investment.

Ashley Furniture 8/11-3/13 Furniture sales, assist customer in selecting home furnishings.

Please describe your educational background, including the highest level attained and all college degrees, technical training, certifications, etc. that are relevant:: Eastfield Jr. College, general business studies.

Lots of OJT with my own business as a younger lad.

List any specific skills, abilities, and qualifications that are relevant to the position(s) applied for:: I have been in the Garden Nursery Industry for over 45 years primarily as a sales rep either for myself or other nurseries. Customer service and working with many levels of management have taught me the importance of working with others.

Are you currently serving on other Boards or Commissions?: Yes

If yes, which one:: Parks Advisory Board

Have you served on a Board or Commission before?: Yes

If yes, which one:: Parks Advisory Board

Please describe your reason for applying on a citizen board or commission. Please include any particular goals you have for the board or commission, and any unique talents, experiences, or interests that would help make you an excellent member:: Having been proudly involved with Keep Rowlett Beautiful for a number of years now, being elected as an officer of that board and love the city of Rowlett, I want to be a part of and watch our city recover from this unfortunate disaster. I love this country and want to give back to my country and our city. It's the least I can do.

Please provide names and phone numbers of three references, other than relatives.: Paul Wright 956-371-5352  
Bob Gilliam 214-450-9807  
Jerry White 214-681-8870

Additional Information:

Form submitted on: 5/29/2016 10:05:17 AM

Submitted from IP Address: 76.187.183.120

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.ci.rowlett.tx.us/Forms.aspx?FID=74>



## City of Rowlett Staff Report

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

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 8A

### **TITLE**

Consider an ordinance approving a request for a rezoning from Single Family-40 Zoning District to a Planned Development District with an underlying zoning of Single Family 5 (SF-5) for the purpose of constructing a single family neighborhood. The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 8.437 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas.

### **STAFF REPRESENTATIVE**

Garrett Langford, AICP, Principal Planner

### **SUMMARY**

This is a continuation on a request to rezone 8.437 +/- acres along Miller Road (Attachment 1 – Location Map). City Council tabled this item after closing the public hearing on May 3, 2016, to allow the applicant to continue to discuss the case with an adjacent property owner—Nell Moss. The public hearing can be viewed at the following link <http://rowlettx.swagit.com/play/05032016-1125> under item 8B. The adjacent property owner, Nell Moss, has now revised her protest and is now in support of the request (Attachment 7 – Moss Letter). As a result of the changed position, the protests from the adjacent property owners no longer constitute more than 20% of the notice area; therefore, the request does not require a super-majority (i.e., three-fourths) vote of City Council.

The applicant has made no changes to their request to rezone the subject property from Single Family-40 (SF-40) Zoning District to a Planned Development (PD) District with an underlying zoning of SF-5. The purpose of this rezoning is to build a 39-lot single-family subdivision (Attachment 2 – Statement of Intent and Purpose). With the exception of updating public response section, the remainder of this report has not changed from the May 3, 2016, staff report.

The Planning and Zoning Commission recommended approval of this item at their April 12, 2016, regular meeting on a 5-2 vote with Commissioners James Moseley and Stephen Ritchey dissenting. The item was discussed under Item C2, which can be viewed at the following link: <http://rowlettx.swagit.com/play/04122016-1425>.

### **BACKGROUND INFORMATION**

The subject property is located along the north side of Miller Road 300 feet west of Miller Road and Dorchester Drive. The subject property is bounded by an existing subdivision to the north and east, which is currently zoned Planned Development 2-7-84A (single family residential). To the west, are larger single family tracts zoned SF-40. To the south of Miller Road are single family residences zoned Single Family 10.

<b>ZONING HISTORY</b>	
1959	Annexed and zoned R-1
1988	Zoned SF-10/21 (R-1)
1997	Single Family Estate Residential Zoning District (SF-E)
2006	Single Family 40 (SF-40)

To provide historical context, the prior R-1 and SF-10/21 zoning districts required a minimum lot size of 10,000 square feet. The property was rezoned in 1997 as part of the City-wide rezoning to the SF-E zoning district, which requires a minimum lot size of one acre. The SF-E was replaced with the SF-40 district in 2006 with the adoption of the Rowlett Development Code. The SF-40 requires a minimum lot size of 40,000 square feet.

The applicant is requesting a PD with an underlying zoning of SF-5 with modified development standards (Exhibit D – Development Standards). The modified dimensional standards compared to the RDC standards are listed in the table below. If approved, the proposed development will follow the standard requirements in the RDC except for those requirements specified in the Development Standards and the Concept Plan. The applicant’s Concept Plan proposes a single family subdivision with a minimum lot size at 5,750 square feet (Exhibit E – Concept Plan). The proposed development will allow front entry homes with garage doors that face the street.

	<b>SF-5</b>	<b>PD STANDARDS</b>
Dwelling Size	1,500 square feet	1,850 square feet
Lot Size	5,000 square feet	5,750 square feet
Lot Width	50 feet	50 feet
Lot Depth	100 feet	115 feet
Front Setback	10 feet	20 feet
Rear Setback	25 feet	20 feet
Side Setback	5 feet	5 feet

The applicants are also proposing modified standards to the landscape buffer and entryway requirements to reflect the small scale of the development (Attachment 2 and 3). The modified landscaping standards compared to the RDC standards are listed in the table that follows.

	<b>RDC STANDARD</b>	<b>PD STANDARDS</b>
Screening along Miller Rd	6 foot masonry wall	6 foot wrought iron fence
Tree requirement along Miller Rd	1 tree per 35 linear feet	1 tree per 40 linear feet
Primary Entryway Landscaping	9,600 square feet	1,200 square feet
Secondary Entryway Landscaping	8,400 square feet	2,500 square feet

The 2001 Comprehensive Plan established the subject property and the surrounding area as “residential low density.” The 2001 Comprehensive Plan was replaced when City Council adopted the Realize Rowlett 2020 Comprehensive Plan in 2011. The subject property is not located within one of the 13 opportunity areas identified in the Realize Rowlett 2020 Comprehensive Plan. For

areas outside of the opportunity area, the Plan states that the existing zoning and the Guiding Principles should be considered in decisions on rezoning. It is staff's view that the proposal will provide a quality development that meets the criteria for a rezoning.

## **DISCUSSION**

Section 77-805 of the *Rowlett Development Code (RDC)* states that the Planning and Zoning Commission shall consider the following when making their recommendation to the City Council as it pertains to rezoning requests. These criteria are listed below:

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

***As evidenced by the applicant's response, the proposed rezoning does not correct an error but does meet the challenge of a changing demand. As was identified in Realize Rowlett 2020, the changing demand is for a different product type that offers quality housing on a smaller lot size.***

2. Whether the proposed rezoning is consistent with the comprehensive plan and the purposes of this code stated in subchapter 77-103, Purpose of this Code;

***The subject property is not located within one of the 13 opportunity areas identified in the Realize Rowlett 2020 Comprehensive Plan. For areas outside of the opportunity areas, the Plan states that the existing zoning and the Guiding Principles should be considered in decisions about rezoning. Staff found that the request furthers Guiding Principles #1: Value Existing Neighborhoods and Guiding Principles #3: Make Rowlett a community that is attractive to people at all stages of their lives.***

***The proposed PD will value the existing neighborhood while offering a different product type that will be attractive to people at different stages of their lives. It is staff's opinion that a 39-lot development with 50-ft wide lots is compatible with the existing adjacent single family subdivision to the east and to the north.***

3. Whether the proposed rezoning will protect or enhance the health, safety, morals, or general welfare of the public;

***Staff does not anticipate the proposed rezoning to impact negatively the health, safety, morals, or general welfare of the public. If approved, the proposed development will be required to comply with all applicable development standards in the proposed PD as well those standards in the RDC including drainage, traffic, and utility requirements.***

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

***The proposed rezoning has been reviewed from the standpoint of providing sufficient transportation access and utilities (e.g., water, sanitary sewer, stormwater drainage). Both water and sewer service are provided by the City; Staff has confirmed that both are available to the site. Prior to the approval of the Preliminary Plat, Staff will ensure adequate capacity for utilities is provided as required by City ordinances.***

***A Traffic Impact Analysis (TIA) is required by the RDC when a development will exceed more than 100 vehicles per hour or 1,000 vehicles per day. Based on the Institute for Traffic Engineers (ITE) 9<sup>th</sup> Edition of Trip Generation, a 39-lot single family development will, on average, generate 39 vehicles exiting or entering the site at peak hours between 4:00 p.m. and 6:00 pm. The expected daily average trips to and/or from the site is 371 vehicles daily. While a TIA will not be required for this development, the design of the street intersections will be required to follow all applicable traffic and engineering standards in the RDC.***

5. Whether the proposed rezoning is likely to have significant adverse impacts on the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation;

***It is unlikely that the proposed rezoning will have significant adverse impacts on the natural environment.***

6. Whether the proposed rezoning will have significant adverse impacts on other property in the vicinity of the subject tract;

***Staff does anticipate that the proposed rezoning will not have significant adverse impacts on other properties in the vicinity including the existing single family subdivision to the south across Miller Road. The proposed 39-lot single family development is compatible with the surrounding existing single family subdivisions. The proposed 50-ft wide lots are not out of character with the existing 60-ft or 70-ft wide lots located to the north and to the east of the subject property.***

***The proposed PD includes modified landscape standards for the landscape buffer and entryways that reflects the small scale of the development. These standards will provide for sufficient buffering and landscaping along Miller Road.***

7. The suitability of the subject property for the existing zoning classification and proposed zoning classification;

***Given its location along a major arterial road and its adjacency to existing single family subdivisions to the east and to the north, the property is suited for a higher density single family zoning than what is allowed under the current zoning.***

8. Whether there is determined to be an excessive proliferation of the use or similar uses;

***As indicated by the applicant, the intent of the development is to provide a smaller lot type that offers less yard maintenance, which is not currently available within the immediate vicinity.***

9. Whether the proposed rezoning will ensure that future uses on the subject tract will be compatible in scale with uses on other properties in the vicinity of the subject tract; and;

***The proposed rezoning will result in a density that differs from the existing single family lots located in the surrounding area. While the proposed PD has a higher density of 4.66 units per acre, it is not out of scale with the surrounding developments. Ridgecrest Addition No. 1 and No. 2 located to the north and to the east has a density of 3.8 units per acre. Attachment 4 identifies the units per acre for existing residential subdivisions within the general vicinity.***

10. The supply of land in the economically relevant area that is in the use district to be applied by the rezoning or in similar use districts, in relation to the demand for that land.

***There was not a market study provided that substantiated this claim; therefore, it is difficult for staff to comment on this criterion. The proposed PD will offer a single family product type with smaller lot sizes that offers quality housing without the maintenance associated with larger lot sizes. The Realize Rowlett 2020 Plan recognized the growing demand for this type of housing product.***

In conclusion, staff does not expect the proposed PD to have an adverse impact on the adjacent properties. The proposed PD offers an adequate buffer along Miller Road that has been appropriately sized for the small scale of the project. The development offers a product type that should be attractive to people looking for quality housing with smaller lot sizes that offer less maintenance associated with larger lot sizes. Additionally, the proposed concept plan has been designed with a usable, central open space that will be fronted by homes on three sides. It is staff's opinion that the proposal satisfies the relevant Guiding Principles from the Realize Rowlett 2020 Comprehensive Plan and meets the criteria listed in the RDC for a rezoning.

#### Public Notice

Notice of this public hearing was mailed, posted, and published in accordance with State Law and the Rowlett Development Code. Staff mailed public and courtesy notices to property owners within 200 feet and 500 feet of the subject property on March 25, 2016, and as of Thursday, May 26, 2016, staff received 17 responses in opposition, one no opinion, and nine (including four from the property owners) in favor (Attachment 5 – Public Responses).

The Staff has confirmed that the protest in the form of opposition has been received from property owners within 200 feet of the subject properties does not constitute more than 20 percent of the notice area. Using Geographic Information System software, Staff calculated that the protesting property owners represent 12% percent of the notice area (Attachment 6 – Protest Calculation Map). As a result, this request may be approved by a simple majority vote of City Council.

## **FISCAL IMPACT/BUDGET IMPLICATIONS**

N/A

## **RECOMMENDED ACTION**

Staff recommends approval.

## **ORDINANCE**

**AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A CHANGE IN ZONING FROM “SF-40” SINGLE FAMILY 40 ZONING TO “SF-5” SINGLE FAMILY 5 ZONING WITH “PD” PLANNED DEVELOPMENT OVERLAY FOR REAL PROPERTY CONSISTING OF 8.437+/- ACRES GENERALLY LOCATED NORTH OF MILLER ROAD AND WEST OF DORCHESTER DRIVE AND BEING SITUATED IN THE S.A. & M.G. RR SURVEY, ABSTRACT NO. 1407, CITY OF ROWLETT, DALLAS COUNTY, TEXAS, AND MORE PARTICULARLY DESCRIBED IN EXHIBIT “A” AND “B”, PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

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

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

**SECTION 1.** That the Comprehensive Zoning Ordinance, Plan and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended to grant a change in zoning from “SF-40” Single Family 40 to “SF-5” Single Family 5 with “PD” Planned Development overlay for real property consisting of 8.437 +/- acres generally located north of Miller Road and west of Dorchester Drive Road and being situated in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas, and being more particularly described in Exhibits “A” and “B”, attached hereto and incorporated herein (hereinafter the “Property”).

**SECTION 2.** That the development standards and regulations are set forth in the following exhibits:

Exhibit C – Statement of Intent and Purpose;  
Exhibit D – Development Standards;  
Exhibit E – Zoning Concept Plan; and  
Exhibit F – Development Schedule;

all of which are attached hereto and made a part hereof, shall be applicable to all land, uses, structures, the use and occupancy of all structures, and the development, construction, operation and maintenance of all improvements on the Property described herein.

**SECTION 3.** The Property shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as heretofore amended, and as amended herein. The development, use and occupancy of the Property shall conform to the standards and regulations set forth in Exhibit “C” through “F”, the provisions of the Rowlett Development (Chapter 77 of the Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended. In the event of any conflict or inconsistency between the provisions of this ordinance and the provisions contained in any other provisions of the Rowlett Development Code or other codes or ordinances of the City, the provisions of this ordinance shall control. In the event that this ordinance does not include a standard or regulation that is otherwise required for similar or comparable development or uses by the Rowlett Development Code or Code of Ordinances, then the standard or regulation required by the Rowlett Development Code or other ordinance shall be applied to development and use of the Property.

**SECTION 4.** That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 5.** That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**SECTION 6.** That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

**SECTION 7.** That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each

offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 8.** This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

## **ATTACHMENTS**

Attachment 1 – Location Map

Attachment 2 – Open Space/Detention Pond Design

Attachment 3 – Miller Road Landscape/Screening

Attachment 4 – Surrounding Densities

Attachment 5 – Public Responses

Attachment 6 – Protest Calculation Map

Exhibit A – Zoning Boundary

Exhibit B – Legal Description

Exhibit C – Statement of Intent and Purpose

Exhibit D – Development Standards

Exhibit E – Zoning Concept Plan

Exhibit F – Development Schedule

Metes & Bounds Description

SITUATED in the State of Texas, County of Dallas, and City of Rowlett, being part of the S.A. & M.G. RR Co Survey, Abstract No. 1047, being all of a called 0.627 acre tract (Tract I) and the remainder of a called 6.823 acre tract (Tract II) as recorded in Volume 93251, Page 5169 of the Deed Records of Dallas County, Texas (DRDCT), the remainder of a called 0.627 acre tract (hereinafter referred to as the "Yarnes Tract") as recorded in Volume 76008, Page 1695, DRDCT, the remainder of a called 0.627 acre tract (hereinafter referred to as the "Coyle Tract") as recorded in Volume 2004088, Page 13749, DRDCT, and the remainder of a called 0.627 acre tract (hereinafter referred to as the "Buttram Tract") as recorded in Volume 76008, Page 1691, DRDCT with said premises being more particularly described as follows:

BEGINNING at a Glas capped iron rod set marking the northwest corner of said 6.823 acre tract, the northwest corner of said premises, the northeast corner of the remainder of a called 2 acre tract as recorded in Volume 99137, Page 4815, DRDCT, the southeast corner of a called 16.3781 acre tract as recorded in Volume 2002144, Page 6171, DRDCT, the most westerly southwest corner of Ridgecrest Addition No. 2, an addition to the City of Rowlett as recorded in Volume 84138, Page 3563 of the Map Records of Dallas County, Texas (MRDCT), and being the southwest corner of a 15' alley;

THENCE with the north line of said 6.823 acre tract, the north line of said premises, the south line of said 15' alley, and a south line of said Ridgecrest Addition No. 2, North 89°17'28" East, 587.14 feet to an "X" set marking the northeast corner of said premises, the southeast corner of said Ridgecrest Addition No. 2, an interior corner of Ridgecrest Addition No. 1, an addition to the City of Rowlett as recorded in Volume 84083, Page 4681, MRDCT, and being an interior ell-corner of a 15' alley;

THENCE with the east line of said premises, the west line of said Ridgecrest Addition No. 1, and partway with the west line of said 15' alley as follows:

South 00°08'26" East, 504.09 feet to a ½-inch iron rod found;  
South 23°16'19" East, 34.79 feet to a Glas capped iron rod set;  
South 00°04'10" West, passing a ½-inch iron rod found at 106.56 feet and continuing for a total distance of 126.88 feet to a Glas capped iron rod set in the north right-of-way line of Miller Road (Variable Width Right-of-Way) marking the southeast corner of said premises, the northeast corner of a called 1,317 square foot tract as recorded under Document No. 200503632017, DRDCT, and being the beginning of a non-tangent curve to the right;

THENCE with the north right-of-way line of Miller Road, the south line of said premises, partway with the north line of said 1,317 square foot tract, partway with the north line of a called 570 square foot tract as recorded under Document No. 200503632020, DRDCT, partway with the north line of a called 1,281 square foot tract as recorded under Document No. 200503629706, DRDCT, and partway with the north line of a called 1,281 square foot tract (hereinafter referred to as "ROW Tract 2") as recorded under Document No. 200503632018, DRDCT as follows:

## EXHIBIT A

Southwesterly along said curve through a central angle of  $00^{\circ}17'37''$  for an arc distance of 22.80 feet and having a radius of 4,450.00 feet (chord = South  $89^{\circ}01'05''$  West, 22.80 feet) to a Glas capped iron rod set marking the end of said curve;

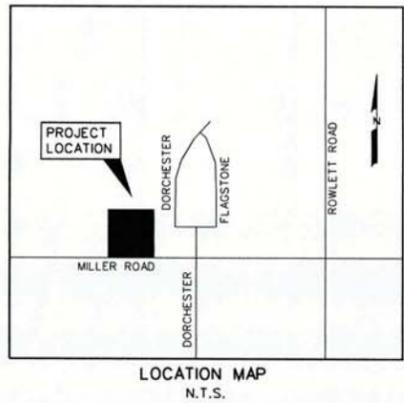
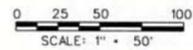
South  $89^{\circ}09'54''$  West, 446.78 feet to a CBG capped iron rod found marking the southwest corner of said premises, the northwest corner of said ROW Tract 2, the southeast corner of a called 0.60 acre tract as recorded under Document No. 201500243919, DRDCT, and being in the west line of said Buttram Tract;

THENCE with the west line of said Buttram Tract, a west line of said premises, and the east line of said 0.60 acre tract, North  $00^{\circ}09'29''$  East, 191.15 feet to a  $\frac{1}{2}$ -inch iron rod found marking the northwest corner of said Buttram Tract, an interior ell-corner of said premises, the northeast corner of said 0.60 acre tract, and being in the south line of said 6.823 acre tract;

THENCE with the south line of said 6.823 acre tract and a south line of said premises, South  $89^{\circ}22'28''$  West, 135.83 feet to a  $\frac{1}{2}$ -inch iron rod found marking the southwest corner of said 6.823 acre tract, the southwest corner of said premises, and being in the east line of the aforementioned remainder of a called 2 acre tract;

THENCE with the west line of said 6.823 acre tract, the west line of said premises, and the east line of said remainder of a called 2 acre tract, North  $00^{\circ}21'05''$  East, 472.91 feet to the point of beginning and containing 8.437 acres of land.





NELL MOSS TRUSTEE  
2.00 ACRE TRACT  
DEED 1481500101300



**Mets & Bounds Description**

SITUATED in the State of Texas, County of Dallas, and City of Rowlett, being part of the S.A. & M.G. RR Co Survey, Abstract No. 1047, being all of a called 6.827 acre tract (Tract I) and the remainder of a called 6.823 acre tract (Tract II) as recorded in Volume 93251, Page 5169 of the Deed Records of Dallas County, Texas (DRDCT), the remainder of a called 0.827 acre tract thereafter referred to as the "Yarnes Tract" as recorded in Volume 76008, Page 1695, DRDCT, the remainder of a called 0.827 acre tract thereafter referred to as the "Coyle Tract" as recorded in Volume 2004088, Page 13749, DRDCT, and the remainder of a called 0.827 acre tract thereafter referred to as the "Bultram Tract" as recorded in Volume 76008, Page 1691, DRDCT with said premises being more particularly described as follows:

**BEGINNING** of a Glas capped iron rod set marking the northwest corner of said 6.823 acre tract, the northwest corner of said premises, the northeast corner of the remainder of a called 2 acre tract as recorded in Volume 99137, Page 4815, DRDCT, the southeast corner of a called 16.3781 acre tract as recorded in Volume 2002144, Page 6171, DRDCT, the most westerly southwest corner of Ridgecrest Addition No. 2, an addition to the City of Rowlett as recorded in Volume 84158, Page 3563 of the Map Records of Dallas County, Texas (MRDCT), and being the southwest corner of a 15' alley;

**THENCE** with the north line of said 6.823 acre tract, the north line of said premises, the south line of said 15' alley, and a south line of said Ridgecrest Addition No. 2, North 89°17'28" East, 587.14 feet to an "X" set marking the northeast corner of said premises, the southeast corner of said Ridgecrest Addition No. 2, an interior corner of Ridgecrest Addition No. 1, on addition to the City of Rowlett as recorded in Volume 84083, Page 4681, MRDCT, and being an interior all-corner of a 15' alley;

**THENCE** with the east line of said premises, the west line of said Ridgecrest Addition No. 1, and partway with the west line of said 15' alley as follows:

South 00°08'26" East, 504.09 feet to a 1/2-inch iron rod found;

South 23°16'19" East, 34.79 feet to a Glas capped iron rod set;

South 00°04'10" West, passing a 1/2-inch iron rod found at 106.56 feet and continuing for a total distance of 126.88 feet to a Glas capped iron rod set in the north right-of-way line of Miller Road (Variable Width Right-of-Way) marking the southeast corner of said premises, the northeast corner of a called 1,317 square foot tract as recorded under Document No. 200503632017, DRDCT, and being the beginning of a non-tangent curve to the right;

**THENCE** with the north right-of-way line of Miller Road, the south line of said premises, partway with the north line of said 1,317 square foot tract, partway with the north line of a called 570 square foot tract as recorded under Document No. 200503632020, DRDCT, partway with the north line of a called 1,281 square foot tract as recorded under Document No. 200503629706, DRDCT, and partway with the north line of a called 1,281 square foot tract thereafter referred to as "ROW Tract 2") as recorded under Document No. 200503632018, DRDCT as follows:

Southwesterly along said curve through a central angle of 00°17'37" for an arc distance of 22.80 feet and having a radius of 4,450.00 feet (chord = South 89°07'05" West, 22.80 feet) to a Glas capped iron rod set marking the end of said curve;

South 89°09'54" West, 446.78 feet to a Glas capped iron rod found marking the southwest corner of said premises, the northwest corner of said ROW Tract 2, the southeast corner of a called 0.60 acre tract as recorded under Document No. 201500243919, DRDCT, and being in the west line of said Bultram Tract;

**THENCE** with the west line of said Bultram Tract, a west line of said premises, and the east line of said 0.60 acre tract, North 00°09'29" East, 191.15 feet to a 1/2-inch iron rod found marking the northeast corner of said Bultram Tract, an interior all-corner of said premises, the northeast corner of said 0.60 acre tract, and being in the south line of said 6.823 acre tract;

**THENCE** with the south line of said 6.823 acre tract and a south line of said premises, South 89°22'28" West, 135.83 feet to a 1/2-inch iron rod found marking the southwest corner of said 6.823 acre tract, the southwest corner of said premises, and being in the east line of the aforementioned remainder of a called 2 acre tract;

**THENCE** with the west line of said 6.823 acre tract, the west line of said premises, and the east line of said remainder of a called 2 acre tract, North 00°21'05" East, 472.91 feet to the point of beginning and containing 8.437 acres of land.

**Surveyor's Certification**

The survey shown hereon is a true representation of the property as determined by a survey made on the ground and under my personal supervision. There are no visible encroachments, conflicts, or protrusions, except as shown. This survey conforms to the Texas Board of Professional Land Surveyors' Minimum Standards of Practice, as adopted by the Board effective September 1, 2005. The property is subject to all easements of record.

*John Glas*  
4-29-2016  
John Glas  
Registered Professional  
Land Surveyor No. 6081

**NOTES:**

THE DEVELOPMENT OF THE SITE WILL BE IN ACCORDANCE WITH CITY OF ROWLETT DEVELOPMENT STANDARDS.

THE ZONING CONCEPT PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY AND SUBJECT TO CHANGE. THIS ZONING CONCEPT PLAN, ALONG WITH DEVELOPMENT REGULATIONS, IS INTENDED TO DESCRIBE THE INTENT OF THE PLANNED DEVELOPMENT. SIGNIFICANT DEVIATIONS FROM THIS ZONING CONCEPT PLAN AND, AS NECESSARY, THE DEVELOPMENT REGULATIONS.

DEVIATIONS FROM CURRENT DEVELOPMENT STANDARDS/REGULATIONS NOT SPECIFICALLY ADDRESSED/LISTED FOR APPROVAL AS PART OF PLANNED DEVELOPMENT REGULATIONS MAY REQUIRE A HEARING/APPROVAL BY THE BOARD OF ADJUSTMENT (BOA).

ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS APPROVED OTHERWISE WITHIN THESE PLANNED DEVELOPMENT ZONING DISTRICT DEVELOPMENT REGULATIONS.

THOROUGHFARE ALIGNMENT(S) SHOWN ON THE EXHIBIT ARE FOR ILLUSTRATION PURPOSES AND DOES NOT SET THE ALIGNMENT. THE ALIGNMENT IS DETERMINED AT TIME OF FINAL PLAT.

TOTAL ACRES	8.437
TOTAL RESIDENTIAL LOTS	39
RESIDENTIAL DENSITY	4.622

EXHIBIT B - ZONING EXHIBIT  
OF  
**MANORS ON MILLER**  
SITUATED IN THE  
S.A. & M.G. RR SURVEY ABSTRACT NO. 1407  
IN THE  
CITY OF ROWLETT  
DALLAS COUNTY, TEXAS

- OWNERS**
- 1) REBECCA COYLE BUTTRAM  
16954 US HIGHWAY 82 W  
AVERY, TEXAS 755547222
  - 2) MATTHEW H COYLE  
114 S MAIN ST  
PARIS, TEXAS 754605822
  - 3) NANCY A YARNES SURVIVORS TRUST  
3616 LEATHERTOP DR  
PLANO, TEXAS 750751546
  - 4) WILLIAM HUNTER COYLE JR & SUSAN KIRBY  
5217 MILLER RD  
ROWLETT, TEXAS 750886120

PREPARED BY  
**CORWIN ENGINEERING, INC.**  
200 W. BELMONT, SUITE E  
ALLEN, TEXAS 75013  
972-396-1200

**APPLICANT**  
**SKORBURG COMPANY**  
8214 WESTCHESTER DRIVE, SUITE 710  
DALLAS, TEXAS 75225

**CURVE TABLE**

CURVE NO.	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
1.	00°17'37"	4450.0'	22.80'	11.40'	22.80'	S89°01'05"W

**EXHIBIT C**  
**STATEMENT OF INTENT AND PURPOSE**  
**The Manors on Miller**

The Manors on Miller is a neighborhood which creates a beautiful, timeless community that upholds and enhances the quality of the surrounding environment. This neighborhood encourages neighborhood interaction with its centralized greenspace, and connectivity to the City's trail system.

This design philosophy produces a neighborhood which preserves the existing vegetation, and brings neighbors together. Homes front the centralized common area, which provides residents a scenic view and an opportunity to leave their fenced back yards to meet their neighbors.

The open space's design is inspired by The Sunken Gardens of William and Mary's campus, following the spirit of eighteenth-century English landscape gardens, which abandoned the geometric parterres of Europe in favor of sweeping lawns intended to uplift the spirit by leading the eye toward a distant, natural setting. The perimeter of the open space will be screened with trees, shrubs and vegetation to create a natural and intimate environment. This open space is a welcoming enclave of peace, departing from the hustle and bustle of day-to-day life outside the community.

With the recent completion of the Miller Road Bridge, The Manors on Miller serves as a gateway into Rowlett. This community strives to be a shining example of what Rowlett has to offer. With immediate access to Miller Road, this Property lends its residents easy access to the conveniences of suburban life. Residents will enjoy the easy access to surrounding retail shops like Wal-Mart, Home Depot, and Super Target nearby.

In regards to The Manors on Miller's regional context, the neighborhood's residents have convenient access to both Lyndon B. Johnson Freeway and President George Bush Turnpike, but is also just over 1.6 miles from the Downtown Rowlett DART Blue Line Station.

Section 77-805.C. of the Rowlett Development Code (RDC) indicates that recommendations and decisions on rezoning shall be based on consideration of the following criteria:

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

The requested rezoning does not correct any errors with respect to zoning.

The request meets with the changing environment recognized in the Realize Rowlett 2020 Plan. In the "Framework for the Future" section of the Plan, it clearly states, "In 2020, Rowlett will be a community with diverse lifestyle choices for living, working, playing, and learning. ...additional housing choices will be available for individuals and families that desire homes needing lower maintenance. Young professionals will be attracted to low maintenance, dense housing found in urban or mixed-use neighborhoods." Additionally, the Plan recognizes that, "Rowlett's future as an employment center will blossom", when a number of actions take place, including, "its housing inventory expands and diversifies." The Manors on Miller will meet the needs and desires of a more diversified Rowlett resident.

2. Whether the proposed rezoning is consistent with the comprehensive plan and the purpose of this Code stated in subchapter 77-103, Purpose of this Code.

The proposal is consistent with the Guiding Principles outlined in the Realize Rowlett 2020 Plan. While this area is not one of the strategic opportunity areas detailed in the plan, the plan anticipates areas of Rowlett outside those areas will also experience development over time.

## EXHIBIT C

When they do, the development should work within the framework of the Plan's Guiding Principles; two of the key ones being Principle 1: Value Existing Neighborhoods, and Principle 3: Make Rowlett a Community that is Attractive to People at all Stages of Their Lives.

The Plan recognizes that in order to protect the Realize Rowlett 2020 vision, "Actions for Change" need to be implemented. For redevelopment of residential areas and/or new development on greenfields in mature residential areas, Action 3 is probably the most important. This Action states, "...and include language related to the efficient delivery of redeveloped properties and projects that advance the principles of Smart Growth and traditional neighborhood development." The Manors on Miller neighborhood is planned with those principles.

3. Whether the proposed rezoning will protect or enhance the health, safety, morals, or general welfare of the public.

The proposed The Manors on Miller neighborhood does protect the public by:

- i) Fostering convenient, compatible, and efficient relationships among land uses;
  - ii) Promoting a healthful and convenient distribution of population;
  - iii) Ensures greater public safety, convenience, and accessibility through physical design;
  - iv) Encourages the efficient use of the available land supply in the city;
  - v) Preserves the character and quality of residential neighborhoods;
  - vi) Promotes a balanced, diverse supply of affordable, quality housing in safe and livable neighborhoods;
  - vii) Ensures the provision of adequate sized yards, open spaces for light, air, and fire safety;
  - viii) Encourages development of a sustainable and accessible system of recreational facilities, and open space that meets year-round neighborhood and community wide needs;
  - ix) Facilitates the adequate and safe provision of transportation, water, sewage, drainage, and other public facilities; and
  - x) Ensures the service demands of new development will not exceed the capabilities of existing streets, utilities, or other public facilities and services.
4. Whether the municipality and other service providers will be able to provide sufficient transportation and utility facilities and services to the subject property, while maintaining sufficient levels of service to existing development.

The Manors on Miller neighborhood's needs for water can be provided without negatively impacting adjacent properties. The Manors on Miller neighborhood's needs for sewer services can also be met without negatively impacting adjacent properties. Additionally, the traffic generated by The Manors on Miller residents will not negatively impact the city's street system.

5. Whether the proposed rezoning is likely to have significant adverse impacts on the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation.

The Manors on Miller neighborhood will not have adverse impacts on the natural environment. Activities within the neighborhood will adhere to all of the city's performance standards with respect to air, water, and noise. The city's stormwater management standards will be followed, as they are with all new development in the city. The Manors on Miller's layout was designed to preserve as much natural vegetation as possible, leaving existing trees and vegetation in the common areas.

6. Whether the proposed rezoning will have significant adverse impacts on other property in the vicinity of the subject tract.

The proposed rezoning will not have significant adverse impacts on other property in the vicinity. The proposed rezoning will more closely relate to the adjacent single family neighborhoods. The Manors on Miller is an excellent opportunity for the City of Rowlett to breathe life back into an undeveloped area of the City, and capitalize on its proximity to Lyndon B. Johnson Freeway, President George Bush Turnpike, and the Rowlett DART station. More importantly, The Manors on Miller is situated at the entrance to Rowlett, and will serve as a beautiful and welcoming example of what the City of Rowlett has to offer.

7. The suitability of the subject property for the existing zoning classification and proposed zoning classification.

The property is presently zoned SF-40 with a lot area minimum of 1 Acre. This property is not suitable for the current SF-40 zoning category, due to its small size and boundary constraints. The proposed zoning allows for a higher density of homes than the current SF-40 category; however, the SF-40 zoning category has rarely been used for the creation of subdivisions in Rowlett. The proposed rezoning will more closely relate to the adjacent single family neighborhoods, which allows for lot areas of 8,000 square feet.

This is especially true considering the property is located directly on Miller Road close to the entrance of the City, which is a much higher intensity than typical for a 1 Acre Lot development.

The property is well suited for an urban, infill single family neighborhood. It is located a short 1.6 miles from the Downtown Rowlett DART station. Homeowners can easily ride the train to work every day and have the conveniences of a suburban community in the evenings and weekends. As the Realize Rowlett 2020 Plan indicates, “The community will support diverse choices—in housing types, neighborhood character and land use patterns—so that people at all stages of their lives can find options here that meets their needs.”

8. Whether there is determined to be an excessive proliferation of the use or similar uses.

The Ridgecrest Addition, which is immediately north and east of The Manors on Miller neighborhood, was zoned and preliminary platted in 1984. Lot areas range from 8,000 to 10,000 square feet. Directly south of The Manors on Miller is Harbor Pointe Estates, which was zoned and platted in 1994 for 9,000 to 10,000 square foot lot areas.

In this vicinity, there is a deficiency of smaller lots which allow for less yard maintenance and right sized homes for aging “baby boomers” who want to age in place, and young professionals who are drawn toward a more urban lifestyle. The Manors on Miller is intended to meet the demand for this underserved product type.

9. Whether the proposed rezoning will ensure that future uses on the subject tract will be compatible in scale with uses on other properties in the vicinity of the subject tract.

The requested rezoning is compatible in scale with uses on other properties in the vicinity.

An urban style of single family development deemphasizes the focus on the fenced back yard where every resident is isolated from their neighbor. Social interaction is very important for

Homeowners in this style of neighborhood. A focus is placed on the common areas in a neighborhood where that social interaction can take place on a daily basis. With that in mind, The Manors on Miller neighborhood will provide a centralized, usable open space for the benefit of the entire neighborhood. This will not only provide ample opportunity for interaction between neighbors, but will also create a more appealing atmosphere to the neighborhood.

10. The supply of land in the economically relevant area that is in the use district to be applied by the rezoning or in similar use districts, in relation to the demand for that land.

The area surrounding The Manors on Miller neighborhood is predominantly developed with suburban style for single family neighborhoods.

As identified in the Realize Rowlett 2020 plan however, “Though surrounded by attractive suburban alternatives, Rowlett is poised to compete for residential expansion, largely due to future transit improvements... demand for residential product types will continue to grow significantly over the next decade (over 21,000 units in the Trade Area) ...”

The Plan indicates there is ample demand for this type of residential product in this general area of the city.

**EXHIBIT D**  
**The Manors on Miller**  
**PLANNED DEVELOPMENT STANDARDS**

General Standards

1. Development shall take place in general accordance with the attached Zoning Exhibit (Exhibit E).
2. The maximum number of homes in The Manors on Miller neighborhood shall be 39.
3. A minimum of 8% of the land within The Manors on Miller neighborhood shall be used as open space. Detention shall be allowed in the open space. The open space, as generally shown on Exhibit E, shall be recognized as meeting all of the City of Rowlett's acreage requirements for public and/or private open space for The Manors on Miller neighborhood.
4. All open space and common area shall be owned and maintained by the Homeowners Association.
5. Any future right-of-way dedication shall be measured fifty-five feet (55') from the centerline of Miller Road
6. The nose of the currently existing median opening on Miller Road shall be pulled back to the west to accommodate a left turn lane and the required width for a median opening.
7. The setback from the Miller Road future ROW shall be 18' rather than 20'.

Dimensional Standards

Development shall take place in accordance with the SF-5 Single Family Residential District as outlined in the City of Rowlett Development Code as it exists or may be amended, except as indicated below.

1. The minimum lot area shall be 5,750 square feet.
2. The minimum lot width shall be 50'. On cul-de-sacs and/or elbows, the minimum lot width at the building line shall be 40'. The minimum street frontage for all lots shall be 35'.
3. The minimum lot depth shall be 115'. On cul-de-sacs and/or elbows, the minimum lot depth shall be 100'.
4. An unenclosed porch may encroach past the front build to line, but in no instance shall it be closer than 5' from the front property line.
5. The minimum side yard shall be 5'. The minimum side yard on a corner lot adjacent to a street shall be 5'.
6. The minimum rear yard shall be 20'.
7. The maximum lot coverage shall be 75%.
8. The minimum dwelling area shall be 1,850 square feet.
9. The maximum height shall be 2.5 stories or 35' for the main building.

Setback Type	Minimum Distance in Feet
Front Setback*	20'
Rear Setback	20'
Sideyard Setback	5'
Garage Setback	20'

\* An unenclosed porch may encroach past the front build to line, but in no instance shall it be closer than 5' from the front property line.

### Neighborhood Standards

1. Neighborhood buffer yards, entryway treatments, and landscaping shall be designed, developed, and maintained in accordance with the standards established in the Rowlett Development Code with the following exceptions.
  - The primary entryway, located on the eastern entrance road, shall flank the East side of the intersection with a minimum area for a landscaped entry shall be 1,200 square feet, with a minimum depth of 10' measured from the right of way. Canopy trees shall be placed every 40 feet along Miller Road, behind the tubular steel fence. A masonry entry statement wall shall be placed at the eastern entrance and shall be approximately six feet in height and a minimum of ten feet wide. A masonry wall along Miller Road will not be required. A six foot ornamental (tubular steel fence) shall screen the subdivision from Miller road. Approved plants, trees, grass and other approved vegetation shall be placed behind (North of) the fence line. The primary entryway shall comply with the standards established in the Rowlett Development Code proportionally to this defined area.
  - The secondary entryway, located on the western entrance road, shall flank the West side of the intersection with a minimum area for a landscaped entry shall be 2,500 square feet, with a minimum depth of 20' measured from the right of way. Canopy trees shall be placed every 40 feet along Miller Road, behind the tubular steel fence. A masonry wall along Miller Road will not be required. A six foot ornamental (tubular steel fence) shall screen the subdivision from Miller road. Approved plants, trees, grass and other approved vegetation shall be placed behind (North of) the fence line. The primary entryway shall comply with the standards established in the Rowlett Development Code proportionally to this defined area.
  - A landscape buffer shall not be required for the central open space area, since it will already provide screening and landscaping as detailed below.
  - Zero-scaped lots will be allowed along the sideyards of lots.
  - Buxus sempervirens or similar shrubs will be allowed.
2. Central Open Space and Detention Area
  - While detention may not be required (subject to a full drainage analysis), detention shall be permitted and counted as open space in the central open space area. Detention shall be allowed along Miller Road. The slope shall be no greater than a 4-to-1 slope.
  - The detention area shall be designed similar to William and Mary's Sunken

## **EXHIBIT D**

Gardens. The purpose of this design is to maximize the utility of the limited land available to provide a flat, usable open space when it is not raining, while also providing functional drainage system when it does rain.

- The open space / detention area shall be screened along the western, northern, and eastern perimeter of the area with canopy trees placed every 50 feet (minimum), and boxwood shrubs along all sides of the perimeter, creating a natural enclave helping buffer ambient street noise. An irrigation system shall be provided to ensure quality maintenance of this area. A six foot tubular steel fence shall be placed along the southern border of the defined area, with vegetation placed on the North side of the fence.
3. Unless otherwise shown on Exhibit E, streets within The Manors on Miller neighborhood shall be designated as “Minor Residential Streets” and have a right-of-way width of 50’ and a pavement width of 31’.
  4. The southernmost home along the eastern entrance and southernmost home along the western entrance shall have their driveways oriented along the northern side of the lot.
  5. Homes adjacent to the alley along Drakestone Ave. and Dorchester Dr. shall have a six foot (6’) board on board fence with the galvanized steel posts facing inward towards the home.

### Architectural Standards

1. All homes within The Manors on Miller neighborhood shall comply with the Residential Building Standards established in the Rowlett Development Code with the following exception. If a gable roof extends over an unenclosed porch, the gable face may be constructed of hardy-plank or similar cementaceous material.
2. All homes within The Manors on Miller neighborhood shall comply with the Green Building Standards established in the Rowlett Development Code.
3. A front porch shall have a minimum depth of 6’ and a minimum width of 10’ on the Front Porch Elevation.
4. Front porches shall have railings and columns. The railings and columns shall be architecturally compatible with the house’s front facade.
5. A hip roof which faces the street and which comprises greater than 35% of the total width of a house’s façade shall be broken up with dormers or other architecturally compatible appurtenances.
6. All trim, siding, ceilings, and garage doors on the front facades shall be painted two contrasting colors to achieve an architecturally enhanced appearance. An example is, trim to be painted one color and side surfaces and garage doors to be painted a second color.
7. Roof pitches shall be minimum 8:12 for main gables and hips. Dormer roofs and roofs over porches may have a lesser pitch.
8. A minimum 4’ wide, dedicated walk separate from a driveway, shall provide a connection between the house and the city sidewalk.
9. Trees planted in the front yards of houses shall be of a species whose typical mature height is no greater than approximately 20’.

NOTES:

THE DEVELOPMENT OF THE SITE WILL BE IN ACCORDANCE WITH CITY OF ROWLETT DEVELOPMENT STANDARDS.

THE ZONING CONCEPT PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY AND SUBJECT TO CHANGE. THIS ZONING CONCEPT PLAN, ALONG WITH DEVELOPMENT REGULATIONS, IS INTENDED TO DESCRIBE THE INTENT OF THE PLANNED DEVELOPMENT. SIGNIFICANT DEVIATIONS FROM THIS ZONING CONCEPT PLAN AND, AS NECESSARY, THE DEVELOPMENT REGULATIONS.

DEVIATIONS FROM CURRENT DEVELOPMENT STANDARDS/REGULATIONS NOT SPECIFICALLY ADDRESSED/LISTED FOR APPROVAL AS PART OF PLANNED DEVELOPMENT REGULATIONS MAY REQUIRE A HEARING/APPROVAL BY THE BOARD OF ADJUSTMENT (BOA).

ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS APPROVED OTHERWISE WITHIN THESE PLANNED DEVELOPMENT ZONING DISTRICT DEVELOPMENT REGULATIONS.

NO 100-YEAR FLOOD PLAIN EXISTS ON THE SITE.

THOROUGHFARE ALIGNMENT(S) SHOWN ON THE EXHIBIT ARE FOR ILLUSTRATION PURPOSES AND DOES NOT SET THE ALIGNMENT. THE ALIGNMENT IS DETERMINED AT TIME OF FINAL PLAT.

Surveyor's Certification

The survey shown hereon is a true representation of the property as determined by a survey made on the ground and under my personal supervision. There are no visible encroachments, conflicts, or protrusions, except as shown. This survey conforms to the Texas Board of Professional Land Surveyors' Minimum Standards of Practice, as adopted by the Board effective September 1, 2005. The property is subject to all easements of record.

4-24-2016  
John Glas  
Registered Professional  
Land Surveyor No. 6081



Mets & Bounds Description

SITUATED in the State of Texas, County of Dallas, and City of Rowlett, being part of the S.A. & M.G. RR Co Survey, Abstract No. 1047, being all of a called 0.627 acre tract (Tract 1) and the remainder of a called 6.823 acre tract (Tract 2) as recorded in Volume 93251, Page 4869 of the Deed Records of Dallas County, Texas (DRDCT), the remainder of a called 0.627 acre tract (hereinafter referred to as the "Yarnes Tract") as recorded in Volume 76008, Page 1695, DRDCT, the remainder of a called 0.627 acre tract (hereinafter referred to as the "Coyle Tract") as recorded in Volume 2004088, Page 13749, DRDCT, and the remainder of a called 0.627 acre tract (hereinafter referred to as the "Buttram Tract") as recorded in Volume 76008, Page 1691, DRDCT with said premises being more particularly described as follows:

BEGINNING at a Glas capped iron rod set marking the northwest corner of said 6.823 acre tract, the northwest corner of said premises, the northeast corner of the remainder of a called 2 acre tract as recorded in Volume 99137, Page 4815, DRDCT, the southeast corner of a called 16.3781 acre tract as recorded in Volume 2002144, Page 6171, DRDCT, the most westerly southwest corner of Ridgecrest Addition No. 2, an addition to the City of Rowlett as recorded in Volume 84138, Page 3563 of the Map Records of Dallas County, Texas (MRDCT), and being the southwest corner of a 15 1/2' alley;

THENCE with the north line of said 6.823 acre tract, the north line of said Ridgecrest Addition No. 2, North 89°17'28" East, 587.14 feet to an "X" set marking the northeast corner of said premises, the southeast corner of said Ridgecrest Addition No. 2, an interior corner of Ridgecrest Addition No. 1, an addition to the City of Rowlett as recorded in Volume 84083, Page 4681, MRDCT, and being an interior all-corner of a 15' alley;

THENCE with the east line of said premises, the west line of said Ridgecrest Addition No. 1, and portway with the west line of said 15' alley as follows:

South 00°08'26" East, 504.09 feet to a 1/2-inch iron rod found;  
South 23°06'19" East, 34.79 feet to a Glas capped iron rod set;  
South 00°04'10" West, passing a 1/2-inch iron rod found at 106.56 feet and continuing for a total distance of 126.88 feet to a Glas capped iron rod set in the north right-of-way line of Miller Road (Variable Width Right-of-Way) marking the southeast corner of said premises, the northeast corner of a called 1,317 square foot tract as recorded under Document No. 200503632017, DRDCT, and being the beginning of a non-tangent curve to the right;

THENCE with the north line of said 6.823 acre tract, the south line of said premises, portway with the north line of said 1,317 square foot tract, portway with the north line of a called 570 square foot tract as recorded under Document No. 200503632020, DRDCT, portway with the north line of a called 1,281 square foot tract as recorded under Document No. 200503629706, DRDCT, and portway with the north line of a called 1,281 square foot tract (hereinafter referred to as "RW Tract 1") as recorded under Document No. 200503632018, DRDCT as follows:

Southwesterly along said curve through a central angle of 00°17'37" for an arc distance of 22.80 feet and having a radius of 4,450.00 feet (chord - South 89°01'05" West, 22.80 feet) to a Glas capped iron rod set marking the end of said curve;  
South 89°09'54" West, 446.78 feet to a CBG capped iron rod found marking the southwest corner of said premises, the northwest corner of said RW Tract 2, the southeast corner of a called 0.60 acre tract as recorded under Document No. 201500243919, DRDCT, and being in the west line of said Buttram Tract;

THENCE with the west line of said Buttram Tract, a west line of said premises, and the east line of said 0.60 acre tract, North 00°09'29" East, 191.15 feet to a 1/2-inch iron rod found marking the northwest corner of said Buttram Tract, an interior all-corner of said premises, the northeast corner of said 0.60 acre tract, and being in the south line of said 6.823 acre tract;

THENCE with the south line of said 6.823 acre tract and a south line of said premises, South 89°22'28" West, 135.83 feet to a 1/2-inch iron rod found marking the southwest corner of said 6.823 acre tract, the southwest corner of said premises, and being in the east line of the aforementioned remainder of a called 2 acre tract;

THENCE with the west line of said 6.823 acre tract, the west line of said premises, and the east line of said remainder of a called 2 acre tract, North 00°21'05" East, 472.91 feet to the point of beginning and containing 8.437 acres of land.

PROJECT SITE DATA (Residential)

- GENERAL
- Case Number - PD90-2016
  - Name of Project/Development - The Manors on Miller
  - Proposed Use - PD-Single Family Residential (SF-5)
  - Future Land Use Designation - Residential Estate Density (2001 FLUP)
  - Proposed Future Land Use Designation - Planned Development
  - Existing Zoning District - SF-40
  - Proposed Zoning District - PD-SF
  - Applicable Overlays (e.g., PD, SUP) - N/A
  - Appraisal District Account Numbers and County
    - o 651481500100000 - Dallas County
    - o 651481500100000 - Dallas County
    - o 6514815001060000 - Dallas County
    - o 65140772010000000 - Dallas County

OVERALL SITE

- Gross Site Area - 8.437 Acres
- Site Frontage - 470'
- Site Width - 601'
- Site Depth - 672'
- Impervious Surface Area - 0.0 AC.
- Pervious Surface Area - 8.4 AC.
- Accessory Use % - N/A
- Open Space (ac & %) - 0.86 AC - 10%
- Recreation (ac & %) - N/A
- Preserve (ac & %) - N/A
- Civic (ac & %) - N/A
- Other (ac & %) - N/A

HOUSING

- Total Gross Density (du/ac) - 4.66 UPA
- Lot Count by Typical Lot Size - 39
- Total Number of Dwelling Units - 39
- Single Family (SF) - 39

PROPERTY DEVELOPMENT REGULATIONS

- Maximum Lot Coverage (permitted & proposed) - 75%
- Minimum Lot Area (required & proposed) - 5,750 square feet
- Minimum Lot Width (required & proposed) - 50'
  - o Cul-de-sacs and/or elbows - minimum lot width 40'
  - o Minimum street frontage for all lots: 35'
- Minimum Lot Depth (required & proposed) - 115'
  - o Cul-de-sacs and/or elbows - minimum lot depth: 115'
- Setbacks (required & proposed)
  - o Minimum front yard setback: 20'
- An unenclosed porch may encroach past the front build to line, but in no instance shall it be closer than 5' from the front property.
- Corner lot adjacent to a street: 5'
- Exterior side yard on a key lot: N/A
- Rear Setback - 20'
- Max Structure Height (permitted & proposed) - 2 1/2 stories or 35' for the main building
- Max No. Stories/Floors (permitted & proposed) -
- Garage doors may face a public street
- Alleys are not required

EXHIBIT E - ZONING EXHIBIT OF

MANORS ON MILLER

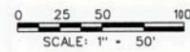
SITUATED IN THE  
S.A. & M.G. RR SURVEY ABSTRACT NO. 1407  
IN THE  
CITY OF ROWLETT  
DALLAS COUNTY, TEXAS

- OWNERS
- 1) REBECCA COYLE BUTTRAM  
16954 US HIGHWAY 82 W  
AVERY, TEXAS 755547222
  - 2) MATTHEW H COYLE  
114 S MAIN ST  
PARIS, TEXAS 754605822
  - 3) NANCY A YARNES SURVIVORS TRUST  
3616 LEATHERTOP DR  
PLANO, TEXAS 750751546
  - 4) WILLIAM HUNTER COYLE JR & SUSAN KIRBY  
5217 MILLER RD  
ROWLETT, TEXAS 750886120

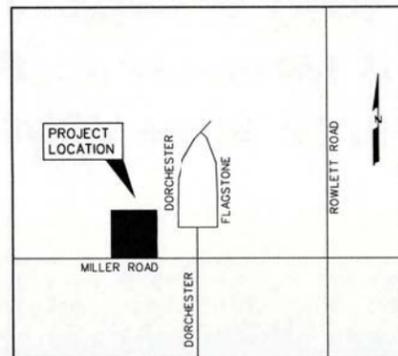
PREPARED BY  
CORWIN ENGINEERING, INC.  
200 W. BELMONT, SUITE E  
ALLEN, TEXAS 75013  
972-396-1200

APPLICANT  
SKORBURG COMPANY  
8214 WESTCHESTER DRIVE, SUITE 710  
DALLAS, TEXAS 75225

FEBRUARY 2016 SCALE 1" = 50'



NELL MOSS TRUSTEE  
2.00 ACRE TRACT  
DEED 1481500101300



LOCATION MAP  
N.T.S.



CURVE TABLE

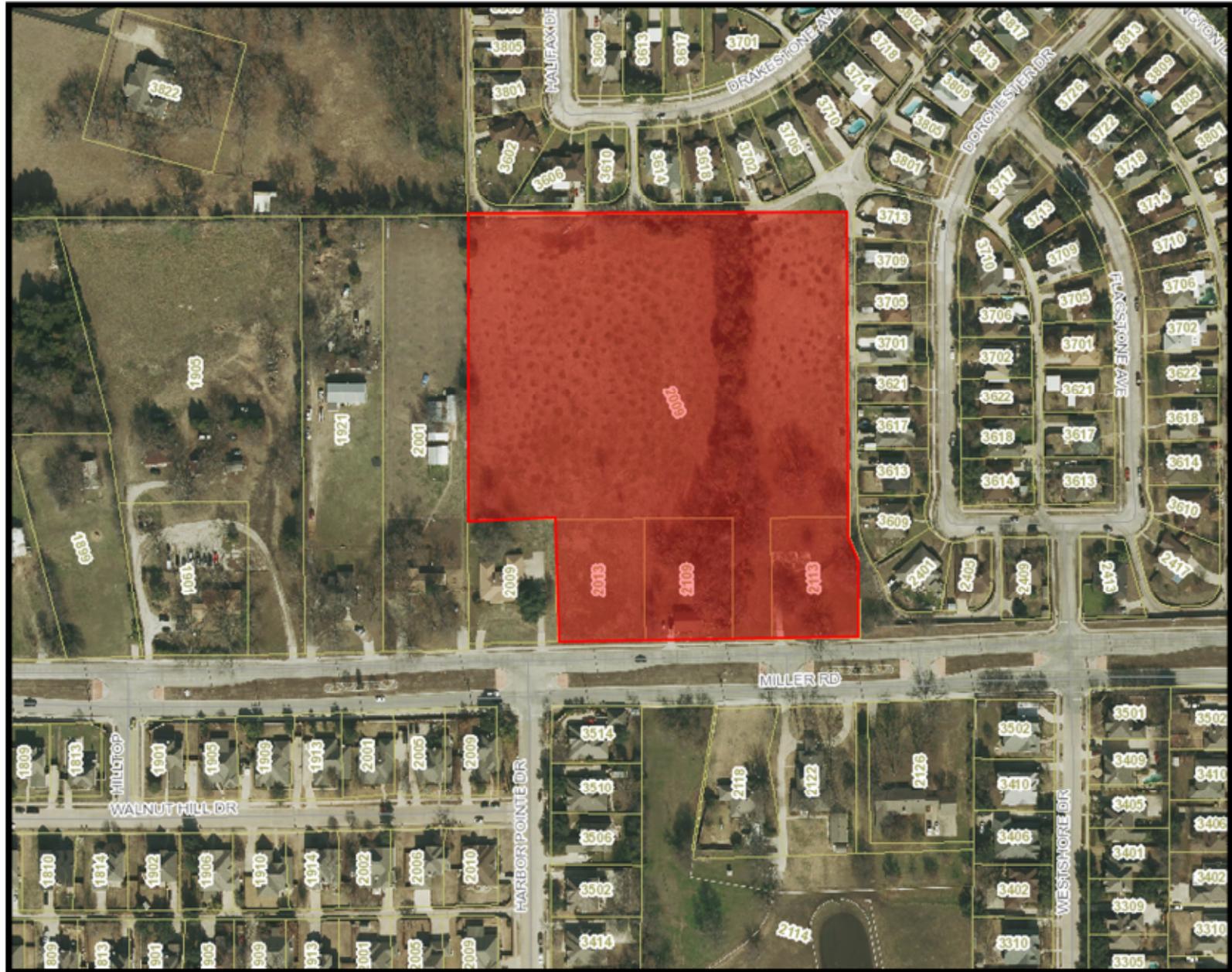
CURVE NO.	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
1.	00°17'37"	4450.0'	22.80'	11.40'	22.80'	S89°01'05" W

Exhibit F

Development Schedule

The Manors on Miller

- Development is anticipated to start the summer of 2016.
- It is anticipated that The Manors on Miller will be built out by the end of 2017.



**NOTES:**

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DEVIATIONS FROM CURRENT DEVELOPMENT STANDARDS/REGULATIONS NOT SPECIFICALLY ADDRESSED/LISTED FOR APPROVAL AS PART OF PLANNED DEVELOPMENT REGULATIONS MAY REQUIRE A HEARING/APPROVAL BY THE BOARD OF ADJUSTMENT (BOA).

ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS APPROVED OTHERWISE WITHIN THESE PLANNED DEVELOPMENT ZONING DISTRICT DEVELOPMENT REGULATIONS.

NO 100-YEAR FLOOD PLAN EXISTS ON THE SITE.

THOROUGHFARE ALIGNMENT(S) SHOWN ON THE EXHIBIT ARE FOR ILLUSTRATION PURPOSES AND DOES NOT SET THE ALIGNMENT. THE ALIGNMENT IS DETERMINED AT TIME OF FINAL PLAT.

**Surveyor's Certification**

The survey shown hereon is a true representation of the property as determined by a survey made on the ground and under my personal supervision. All visible improvements are as shown. There are no visible encroachments, conflicts, or protrusions, except as shown. This survey conforms to the Texas Board of Professional Land Surveyors' Minimum Standards of Practice, as adopted by the Board effective September 1, 2005. The property is subject to all easements of record.

**Mets & Bound Description**

SITUATED in the State of Texas, County of Dallas, and City of Rowlett, being part of the S.A. & M.G. RR Co Survey, Abstract No. 1047, being all of a called 0.627 acre tract (Tract II) and the remainder of a called 6.823 acre tract (Tract I) as recorded in Volume 93251, Page 5169 of the Deed Records of Dallas County, Texas (DRDCT), the remainder of a called 0.627 acre tract (hereinafter referred to as the "Yarnes Tract") as recorded in Volume 76008, Page 1689, DRDCT, the remainder of a called 0.627 acre tract (hereinafter referred to as the "Coyle Tract") as recorded in Volume 2004088, Page 13749, DRDCT, and the remainder of a called 0.627 acre tract (hereinafter referred to as the "Buttram Tract") as recorded in Volume 76008, Page 1691, DRDCT with said premises being more particularly described as follows:

BEGINNING at a Glass capped iron rod set marking the northeast corner of said 6.823 acre tract, the northeast corner of said premises, the northeast corner of the remainder of a called 2 acre tract as recorded in Volume 99137, Page 4815, DRDCT, the southeast corner of a called 16.3781 acre tract as recorded in Volume 2002144, Page 6171, DRDCT, the most westerly southwest corner of Ridgecrest Addition No. 2, an addition to the City of Rowlett as recorded in Volume 84158, Page 3563 of the Map Records of Dallas County, Texas (MRDCT), and being the southwest corner of a 15' alley;

THENCE with the north line of said 6.823 acre tract, the north line of said premises, the south line of said 15' alley, and a south line of said Ridgecrest Addition No. 2, North 89°17'28" East, 587.14 feet to an "X" set marking the northeast corner of said premises, the southeast corner of said Ridgecrest Addition No. 2, an interior corner of Ridgecrest Addition No. 1, an addition to the City of Rowlett as recorded in Volume 84083, Page 4681, MRDCT, and being an interior all-corner of a 15' alley;

THENCE with the east line of said premises, the west line of said Ridgecrest Addition No. 1, and partway with the west line of said 15' alley as follows:

South 00°09'26" East, 504.09 feet to a 1/2-inch iron rod found;

South 23°10'19" East, 34.79 feet to a Glass capped iron rod set;

South 00°04'10" West, passing a 1/2-inch iron rod found at 106.56 feet and continuing for a total distance of 126.88 feet to a Glass capped iron rod set in the north right-of-way line of Miller Road, (Variable Width Right-of-Way) marking the southeast corner of said premises, the northeast corner of a called 1,317 square foot tract as recorded under Document No. 20050362017, DRDCT, and being the beginning of a non-tangent curve to the right;

THENCE with the north right-of-way line of Miller Road, the south line of said premises, partway with the north line of said 1,317 square foot tract, partway with the north line of a called 570 square foot tract as recorded under Document No. 200503632020, DRDCT, partway with the north line of a called 1,281 square foot tract as recorded under Document No. 200503629706, DRDCT, and partway with the north line of a called 1,281 square foot tract thereinafter referred to as "ROW Tract 2") as recorded under Document No. 200503632018, DRDCT as follows:

Southwesterly along said curve through a central angle of 00°17'37" for an arc distance of 22.80 feet and having a radius of 4,450.00 feet (chord - South 89°01'05" West, 22.80 feet) to a Glass capped iron rod set marking the end of said curve South 89°09'54" West, 446.78 feet to a CBG capped iron rod found marking the southwest corner of said premises, the northeast corner of said ROW Tract 2, the southeast corner of a called 0.60 acre tract as recorded under Document No. 201500245919, DRDCT, and being in the west line of said Buttram Tract;

THENCE with the west line of said Buttram Tract, a west line of said premises, and the east line of said 0.60 acre tract, North 00°09'29" East, 191.15 feet to a 1/2-inch iron rod found marking the northeast corner of said Buttram Tract, an interior all-corner of said premises, the northeast corner of said 0.60 acre tract, and being in the south line of said 6.823 acre tract;

THENCE with the south line of said 6.823 acre tract and a south line of said premises, South 89°22'28" West, 135.83 feet to a 1/2-inch iron rod found marking the southwest corner of said 6.823 acre tract, the southwest corner of said premises, and being in the east line of the aforementioned remainder of a called 2 acre tract;

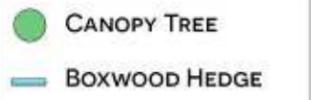
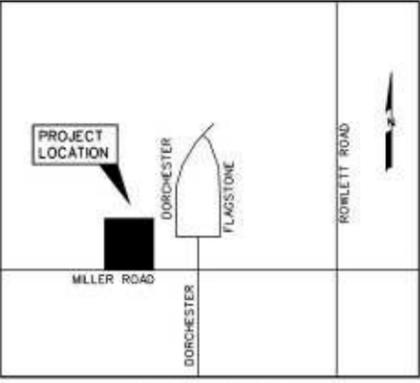
THENCE with the west line of said 6.823 acre tract, the west line of said premises, and the east line of said remainder of a called 2 acre tract, North 00°21'05" East, 472.91 feet to the point of beginning and containing 8.437 acres of land.

John Glas  
Registered Professional  
Land Surveyor No. 6081



NELL MOSS TRUSTEE  
2.00 ACRE TRACT  
DEED 1481500101300

**\*\*THIS ILLUSTRATION IS FOR CONCEPTUAL PURPOSES ONLY.**



- PROJECT SITE DATA (Residential)**
- GENERAL**
- Case Number - PD90-2016
  - Name of Project/Development - The Manors on Miller
  - Proposed Use - PD-Single Family Residential (SF-5)
  - Future Land Use Designation - Residential Estate Density (2001)FLUP)
  - Proposed Future Land Use Designation - Planned Development
  - Existing Zoning District - SF-40
  - Proposed Zoning District - PD-SF
  - Applicable Overlays (e.g., PD, SUP) - N/A
  - Appraisal District Account Numbers and County
    - o 65148150010170000 - Dallas County
    - o 65148150010000000 - Dallas County
    - o 65148150010160000 - Dallas County
    - o 65140772010050000 - Dallas County

- OVERALL SITE**
- Gross Site Area - 8.437 Acres
  - Site Frontage - 470'
  - Site Width - 601'
  - Site Depth - 672'
  - Impervious Surface Area - 0.0 AC.
  - Pervious Surface Area - 8.4 AC.
  - Accessory Use X - N/A
  - Open Space (ac & %) - 0.86 AC - 10%
  - Detention/Retention (ac & %) - 0.6 AC.
  - Recreation (ac & %) - N/A
  - Preserve (ac & %) - N/A
  - Civic (ac & %) - N/A
  - Other (ac & %) - N/A

- HOUSING**
- Total Gross Density (du/ac) - 4.66 UPA
  - Lot Count by Typical Lot Size - 39
  - Total Number of Dwelling Units - 39
  - Single Family (SF) - 39

- PROPERTY DEVELOPMENT REGULATIONS**
- Maximum Lot Coverage (permitted & proposed) - 75%
  - Minimum Lot Area (required & proposed) - 3,750 square feet
  - Minimum Lot Width (required & proposed) - 50'
  - Minimum Lot Depth (required & proposed) - 35'
  - Minimum street frontage for allots: 35'
  - Minimum Lot Depth (required & proposed) - 115'
  - Minimum front yard setback: 20'
  - An unenclosed porch may encroach past the front build to line, but in no instance shall it be closer than 5' from the front property.
  - Corner lot adjacent to a street: 5'
  - Exterior side yard on a key lot: N/A
  - Rear Setback: 20'
  - Max Structure Height (permitted & proposed) - 2 1/2 stories or 35' for the main building
  - Max no. Stories/Floors (permitted & proposed) -
  - Garage doors may face a public street
  - Alleys are not required

EXHIBIT H - LANDSCAPE EXHIBIT  
OF  
**MANORS ON MILLER**  
SITUATED IN THE  
S.A. & M.G. RR SURVEY ABSTRACT NO. 1407

**OWNERS**

1) REBECCA COYLE BUTTRAM  
6584 US HIGHWAY 82 W  
AVERY, TEXAS 755547222

2) MATTHEW H COYLE  
114 S MAIN ST  
PARIS, TEXAS 754605822

3) NANCY A YARNES SURVIVORS TRUST  
3616 LEATHERTOP DR  
PLANO, TEXAS 750751546

4) WILLIAM HUNTER COYLE JR & SUSAN KIRBY  
5217 MILLER RD  
ROWLETT, TEXAS 750886120

**PREPARED BY**  
**CORWIN ENGINEERING, INC.**  
200 W. BELMONT, SUITE E  
ALLEN, TEXAS 75013  
972-396-1200

**APPLICANT**  
**SKORBURG COMPANY**  
8214 WESTCHESTER DRIVE, SUITE 710  
DALLAS, TEXAS 75225

FEBRUARY 2016 SCALE 1" = 50'

**CURVE TABLE**

CURVE NO.	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
1.	00°17'37"	4450.0'	22.80'	11.40'	22.80'	S89°01'05"W

**NOTES:**

THE DEVELOPMENT OF THE SITE WILL BE IN ACCORDANCE WITH CITY OF ROWLETT DEVELOPMENT STANDARDS.

THE ZONING CONCEPT PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY AND SUBJECT TO CHANGE. THIS ZONING CONCEPT PLAN, ALONG WITH DEVELOPMENT REGULATIONS, IS INTENDED TO DESCRIBE THE INTENT OF THE PLANNED DEVELOPMENT. SIGNIFICANT DEVIATIONS FROM THIS ZONING CONCEPT PLAN AND, AS NECESSARY, THE DEVELOPMENT REGULATIONS.

DEVIATIONS FROM CURRENT DEVELOPMENT STANDARDS/REGULATIONS NOT SPECIFICALLY ADDRESSED/LISTED FOR APPROVAL AS PART OF PLANNED DEVELOPMENT REGULATIONS MAY REQUIRE A HEARING/APPROVAL BY THE BOARD OF ADJUSTMENT (BOA).

ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS APPROVED OTHERWISE WITHIN THESE PLANNED DEVELOPMENT ZONING DISTRICT DEVELOPMENT REGULATIONS.

NO 100-YEAR FLOOD PLAN EXISTS ON THE SITE.

THOROUGHFARE ALIGNMENT(S) SHOWN ON THE EXHIBIT ARE FOR ILLUSTRATION PURPOSES AND DOES NOT SET THE ALIGNMENT. THE ALIGNMENT IS DETERMINED AT TIME OF FINAL PLAT.

**Surveyor's Certification**

The survey shown hereon is a true representation of the property as determined by a survey made on the ground and under my personal supervision. All visible improvements are as shown. There are no visible encroachments, conflicts, or protrusions, except as shown. This survey conforms to the Texas Board of Professional Land Surveyors' Minimum Standards of Practice, as adopted by the Board effective September 1, 2005. The property is subject to all easements of record.

**Metes & Bounds Description**

SITUATED in the State of Texas, County of Dallas, and City of Rowlett, being part of the S.A. & M.G. RR Co Survey, Abstract No. 1047, being all of a called 0.627 acre tract (Tract I) and the remainder of a called 6.823 acre tract (Tract II) as recorded in Volume 93251, Page 5169 of the Deed Records of Dallas County, Texas (DRDCT), the remainder of a called 0.627 acre tract (hereinafter referred to as the "Yarnes Tract") as recorded in Volume 76008, Page 1695, DRDCT, the remainder of a called 0.627 acre tract (hereinafter referred to as the "Coyle Tract") as recorded in Volume 2004088, Page 13749, DRDCT, and the remainder of a called 0.627 acre tract (hereinafter referred to as the "Buttram Tract") as recorded in Volume 76008, Page 1691, DRDCT with said premises being more particularly described as follows:

**BEGINNING** at a Glas capped iron rod set marking the northwest corner of said 6.823 acre tract, the northwest corner of said premises, the northeast corner of the remainder of a called 2 acre tract as recorded in Volume 99137, Page 4815, DRDCT, the southeast corner of a called 16.3781 acre tract as recorded in Volume 2002144, Page 6171, DRDCT, the most westerly southwest corner of Ridgecrest Addition No. 2, an addition to the City of Rowlett as recorded in Volume 84138, Page 3563 of the Map Records of Dallas County, Texas (MRDCT), and being the southwest corner of a 15' alley;

**THENCE** with the north line of said 6.823 acre tract, the north line of said premises, the south line of said 15' alley, and a south line of said Ridgecrest Addition No. 2, North 89°17'28" East, 587.14 feet to an "X" set marking the northeast corner of said premises, the southeast corner of said Ridgecrest Addition No. 2, an interior corner of Ridgecrest Addition No. 1, an addition to the City of Rowlett as recorded in Volume 84083, Page 4681, MRDCT, and being an interior ell-corner of a 15' alley;

**THENCE** with the east line of said premises, the west line of said Ridgecrest Addition No. 1, and partway with the west line of said 15' alley as follows:

South 00°08'26" East, 504.09 feet to a 1/2-inch iron rod found;

South 23°16'19" East, 34.79 feet to a Glas capped iron rod set;

South 00°04'10" West, passing a 1/2-inch iron rod found at 106.56 feet and continuing for a total distance of 126.88 feet to a Glas capped iron rod set in the north right-of-way line of Miller Road (Variable Width Right-of-Way) marking the southeast corner of said premises, the northeast corner of a called 1,317 square foot tract as recorded under Document No. 200503632017, DRDCT, and being the beginning of a non-tangent curve to the right;

**THENCE** with the north right-of-way line of Miller Road, the south line of said premises, partway with the north line of said 1,317 square foot tract, partway with the north line of a called 570 square foot tract as recorded under Document No. 200503632020, DRDCT, partway with the north line of a called 1,281 square foot tract as recorded under Document No. 200503629706, DRDCT, and partway with the north line of a called 1,281 square foot tract (hereinafter referred to as "ROW Tract 2") as recorded under Document No. 200503632018, DRDCT as follows:

Southwesterly along said curve through a central angle of 00°17'37" for an arc distance of 22.80 feet and having a radius of 4,450.00 feet (chord - South 89°01'05" West, 22.80 feet) to a Glas capped iron rod set marking the end of said curve;

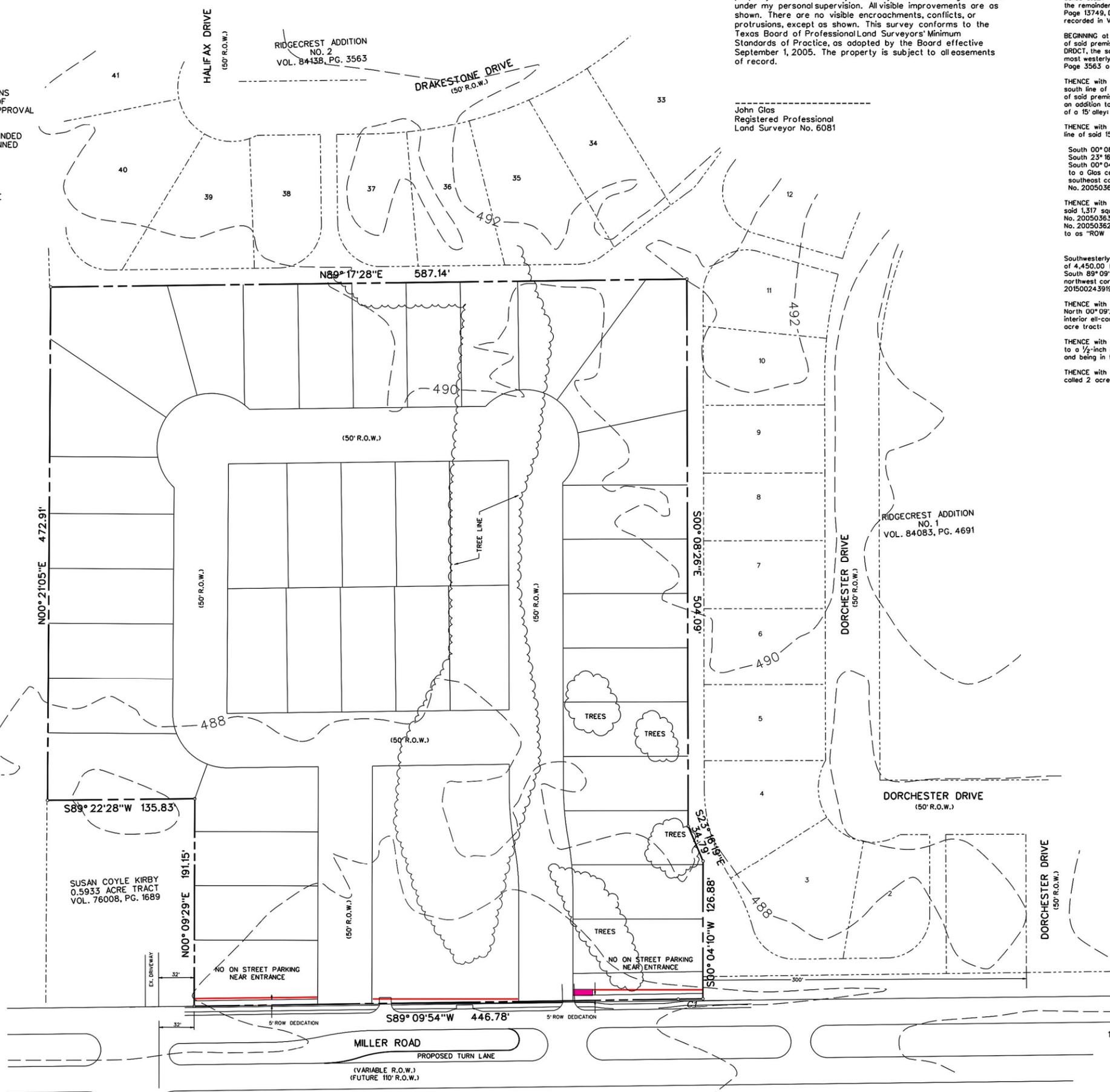
South 89°09'54" West, 446.78 feet to a CBG capped iron rod found marking the southwest corner of said premises, the northwest corner of said ROW Tract 2, the southeast corner of a called 0.60 acre tract as recorded under Document No. 201500243919, DRDCT, and being in the west line of said Buttram Tract;

**THENCE** with the west line of said Buttram Tract, a west line of said premises, and the east line of said 0.60 acre tract, North 00°09'29" East, 191.15 feet to a 1/2-inch iron rod found marking the northwest corner of said Buttram Tract, an interior ell-corner of said premises, the northeast corner of said 0.60 acre tract, and being in the south line of said 6.823 acre tract;

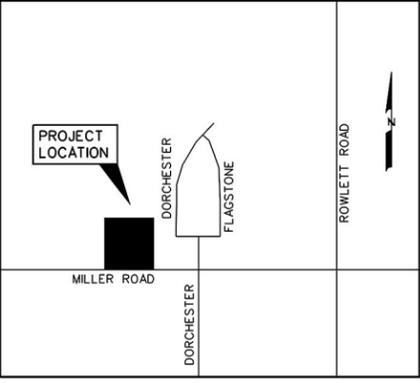
**THENCE** with the south line of said 6.823 acre tract and a south line of said premises, South 89°22'28" West, 135.83 feet to a 1/2-inch iron rod found marking the southwest corner of said 6.823 acre tract, the southwest corner of said premises, and being in the east line of the aforementioned remainder of a called 2 acre tract;

**THENCE** with the west line of said 6.823 acre tract, the west line of said premises, and the east line of said remainder of a called 2 acre tract, North 00°21'05" East, 472.91 feet to the point of beginning and containing 8.437 acres of land.

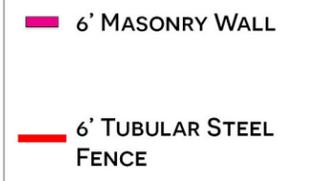
John Glas  
Registered Professional  
Land Surveyor No. 6081



NELL MOSS TRUSTEE  
2.00 ACRE TRACT  
DEED 1481500101300



LOCATION MAP  
N.T.S.



- PROJECT SITE DATA (Residential)**
- GENERAL**
- Case Number - PD90-2016
  - Name of Project/Development - The Manors on Miller
  - Proposed Use - PD-Single Family Residential (SF-5)
  - Future Land Use Designation - Residential Estate Density (2001FLUP)
  - Proposed Future Land Use Designation - Planned Development
  - Existing Zoning District - SF-40
  - Proposed Zoning District - PD-SF
  - Applicable Overlays (e.g., PD, SUP) - N/A
  - Appraisal District Account Numbers and County
    - o 65148150010170000 - Dallas County
    - o 65148150010100000 - Dallas County
    - o 65148150010160000 - Dallas County
    - o 65140772010050000 - Dallas County
- OVERALL SITE**
- Gross Site Area - 8.437 Acres
  - Site Frontage - 470'
  - Site Width - 601'
  - Site Depth - 672'
  - Impervious Surface Area - 0.0 AC.
  - Pervious Surface Area - 8.4 AC.
  - Accessory Use X - N/A
  - Open Space (ac & %) - 0.86 AC - 10%
  - Detention/Retention (ac & %) - 0.6 AC.
  - Recreation (ac & %) - N/A
  - Preserve (ac & %) - N/A
  - Civic (ac & %) - N/A
  - Other (ac & %) - N/A
- HOUSING**
- Total Gross Density (du/ac) - 4.66 UPA
  - Lot Count by Typical Lot Size - 39
  - Total Number of Dwelling Units - 39
  - \* Single Family (SF) - 39
- PROPERTY DEVELOPMENT REGULATIONS**
- Maximum Lot Coverage (permitted & proposed) - 75%
  - Minimum Lot Area (required & proposed) - 5,750 square feet
  - Minimum Lot Width (required & proposed) - 50'
    - o Cul-de-sacs and/or elbows - minimum lot width 40'
    - o Minimum street frontage for all lots: 35'
  - Minimum Lot Depth (required & proposed) - 115'
    - o Cul-de-sacs and/or elbows - minimum lot depth: 115'
  - Setbacks (required & proposed)
    - o Minimum front yard setback: 20'
- An unenclosed porch may encroach past the front build to line, but in no instance shall it be closer than 5' from the front property.  
Corner lot adjacent to a street: 5'  
Exterior side yard on a key lot: N/A  
Rear Setback - 20'  
Max Structure Height (permitted & proposed) - 2 1/2 stories or 35' for the main building  
Max No. Stories/Floors (permitted & proposed) -  
Garage doors may face a public street  
Alleys are not required

EXHIBIT E - ZONING CONCEPT EXHIBIT  
OF  
**MANORS ON MILLER**  
SITUATED IN THE  
S.A. & M.G. RR SURVEY ABSTRACT NO. 1407

**OWNERS**

1) REBECCA COYLE BUTTRAM  
6934 US HIGHWAY 82 W  
AVERY, TEXAS 755547222

2) MATTHEW H COYLE  
114 S MAIN ST  
PARIS, TEXAS 754605822

3) NANCY A YARNES SURVIVORS TRUST  
3616 LEATHERTOP DR  
PLANO, TEXAS 750751546

4) WILLIAM HUNTER COYLE JR & SUSAN KIRBY  
5217 MILLER RD  
ROWLETT, TEXAS 750886120

**PREPARED BY**  
CORWIN ENGINEERING, INC.  
200 W. BELMONT, SUITE E  
ALLEN, TEXAS 75013  
972-396-1200

**APPLICANT**  
SKORBURG COMPANY  
8214 WESTCHESTER DRIVE, SUITE 710  
DALLAS, TEXAS 75225

FEBRUARY 2016 SCALE 1" = 50'

**CURVE TABLE**

CURVE NO.	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
1.	00°17'37"	4450.0'	22.80'	11.40'	22.80'	S89°01'05" W

**NOTES:**

THE DEVELOPMENT OF THE SITE WILL BE IN ACCORDANCE WITH CITY OF ROWLETT DEVELOPMENT STANDARDS.

THE ZONING CONCEPT PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY AND SUBJECT TO CHANGE. THIS ZONING CONCEPT PLAN, ALONG WITH DEVELOPMENT REGULATIONS, IS INTENDED TO DESCRIBE THE INTENT OF THE PLANNED DEVELOPMENT. SIGNIFICANT DEVIATIONS FROM THIS ZONING CONCEPT PLAN AND, AS NECESSARY, THE DEVELOPMENT REGULATIONS.

DEVIATIONS FROM CURRENT DEVELOPMENT STANDARDS/REGULATIONS NOT SPECIFICALLY ADDRESSED/LISTED FOR APPROVAL AS PART OF PLANNED DEVELOPMENT REGULATIONS MAY REQUIRE A HEARING/APPROVAL BY THE BOARD OF ADJUSTMENT (BOA).

ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS APPROVED OTHERWISE WITHIN THESE PLANNED DEVELOPMENT ZONING DISTRICT DEVELOPMENT REGULATIONS.

NO 100-YEAR FLOOD PLAN EXISTS ON THE SITE.

THOROUGHFARE ALIGNMENT(S) SHOWN ON THE EXHIBIT ARE FOR ILLUSTRATION PURPOSES AND DOES NOT SET THE ALIGNMENT, THE ALIGNMENT IS DETERMINED AT TIME OF FINAL PLAT.

**Surveyor's Certification**

The survey shown herein is a true representation of the property as determined by a survey made on the ground and under my personal supervision. All visible improvements are as shown. There are no visible encroachments, conflicts, or protrusions, except as shown. This survey conforms to the Texas Board of Professional Land Surveyors' Minimum Standards of Practice, as adopted by the Board effective September 1, 2005. The property is subject to all easements of record.

John Cline  
Registered Professional  
Land Surveyor No. 6081

**Meters & Bounds Description**

SITUATED in the State of Texas, County of Dallas, and City of Rowlett, being part of the S.A. & M.G. RR Co. Survey, Abstract No. 1047, being all of a called 0.627 acre tract (Tract 1) and the remainder of a called 6.823 acre tract (Tract 2) as recorded in Volume 93251, Page 589 of the Deed Records of Dallas County, Texas (DRDCT), the remainder of a called 0.627 acre tract thereafter referred to as the "Yarnes Tract" as recorded in Volume 76008, Page 695, DRDCT, the remainder of a called 0.627 acre tract thereafter referred to as the "Coyle Tract" as recorded in Volume 2004088, Page 13745, DRDCT, and the remainder of a called 0.627 acre tract thereafter referred to as the "Sultrum Tract" as recorded in Volume 76008, Page 691, DRDCT with said premises being more particularly described as follows:

BEGINNING at a Glas capped iron rod set marking the northeast corner of said 6.823 acre tract, the northeast corner of said premises, the north line of the remainder of a called 2 acre tract as recorded in Volume 99157, Page 4815, DRDCT, the southeast corner of a called 16,5781 acre tract as recorded in Volume 2002144, Page 6171, DRDCT, the most westerly southwest corner of Ridgecrest Addition No. 2, an addition to the City of Rowlett as recorded in Volume 84138, Page 3563 of the Map Records of Dallas County, Texas (MRDCT), and being the southwest corner of a 15' alley;

THENCE with the north line of said 6.823 acre tract, the north line of said premises, the south line of said 15' alley, and a south line of said Ridgecrest Addition No. 2, North 89°17'28" East, 587.14 feet to an "X" set marking the northeast corner of said premises, the southeast corner of said Ridgecrest Addition No. 2, an interior corner of Ridgecrest Addition No. 1, an addition to the City of Rowlett as recorded in Volume 84083, Page 4681, MRDCT, and being an interior all-corner of a 15' alley;

THENCE with the east line of said premises, the west line of said Ridgecrest Addition No. 1, and partway with the west line of said 15' alley as follows:

South 00°08'26" East, 504.09 feet to a 1/2-inch iron rod found;  
South 23°18'19" East, 34.79 feet to a Glas capped iron rod set;  
South 00°04'10" West, passing a 1/2-inch iron rod found at 106.56 feet and continuing for a total distance of 126.88 feet to a Glas capped iron rod set in the north right-of-way line of Miller Road (Variable Width Right-of-Way) marking the southeast corner of said premises, the northeast corner of a called 1,317 square foot tract as recorded under Document No. 200503632017, DRDCT, and being the beginning of a non-tangent curve to the right;

THENCE with the north right-of-way line of Miller Road, the south line of said premises, partway with the north line of said 1,317 square foot tract, partway with the north line of a called 570 square foot tract as recorded under Document No. 200503632020, DRDCT, partway with the north line of a called 1,281 square foot tract as recorded under Document No. 200503629706, DRDCT, and partway with the north line of a called 1,281 square foot tract thereafter referred to as "ROW Tract 2") as recorded under Document No. 200503632018, DRDCT as follows:

Southwesterly along said curve through a central angle of 00°17'37" for an arc distance of 22.80 feet and having a radius of 4,450.00 feet (chord - South 89°01'05" West, 22.80 feet) to a Glas capped iron rod set marking the end of said curve;  
South 89°09'54" West, 446.78 feet to a CBG capped iron rod found marking the southwest corner of said premises, the northeast corner of said ROW Tract 2, the southeast corner of a called 0.60 acre tract as recorded under Document No. 201000243919, DRDCT, and being in the west line of said Sultrum Tract;

THENCE with the west line of said Sultrum Tract, a west line of said premises, and the east line of said 0.60 acre tract, North 00°09'29" East, 95.15 feet to a 1/2-inch iron rod found marking the northeast corner of said Sultrum Tract, an interior all-corner of said premises, the northeast corner of said 0.60 acre tract, and being in the south line of said 6.823 acre tract;

THENCE with the south line of said 6.823 acre tract and a south line of said premises, South 89°22'28" West, 135.83 feet to a 1/2-inch iron rod found marking the southwest corner of said 6.823 acre tract, the southwest corner of said premises, and being in the east line of the aforementioned remainder of a called 2 acre tract;

THENCE with the west line of said 6.823 acre tract, the west line of said premises, and the east line of said remainder of a called 2 acre tract, North 00°27'05" East, 472.91 feet to the point of beginning and containing 8.437 acres of land.

**PROJECT SITE DATA (Residential)**

- GENERAL**
- Case Number - PD90-2016
  - Name of Project/Development - The Manors on Miller
  - Proposed Use - PD-Single Family Residential (SF-5)
  - Future Land Use Designation - Residential Estate Density (2001 FLUP)
  - Proposed Future Land Use Designation - Planned Development
  - Existing Zoning District - SF-40
  - Proposed Zoning District - PD-SF
  - Applicable Overlays (e.g., PD, SUP) - N/A
  - Appraisal District Account Numbers and County
    - o 6514815001070000 - Dallas County
    - o 65148150010010000 - Dallas County
    - o 65148150010160000 - Dallas County
    - o 65140772010050000 - Dallas County

**OVERALL SITE**

- Gross Site Area - 8.437 Acres
- Site Frontage - 470'
- Site Width - 60'
- Site Depth - 572'
- Impervious Surface Area - 0.0 AC.
- Pervious Surface Area - 8.4 AC.
- Accessory Use (ac & %) - N/A
- Open Space (ac & %) - 0.86 AC - 10%
- Detention/Retention (ac & %) - 0.6 AC.
- Recreation (ac & %) - N/A
- Preserve (ac & %) - N/A
- Civic (ac & %) - N/A
- Other (ac & %) - N/A

**HOUSING**

- Total Gross Density (du/acre) - 4.66 UPA
- Lot Count by Typical Lot Size - 39
- Total Number of Dwelling Units - 39
- Single Family (SF) - 39

**PROPERTY DEVELOPMENT REGULATIONS**

- Maximum Lot Coverage (permitted & proposed) - 75%
- Minimum Lot Area (required & proposed) - 5,750 square feet
- Minimum Lot Width (required & proposed) - 50'
  - o Cul-de-sacs and/or elbows - minimum lot width 40'
  - o Minimum street frontage for all lots: 35'
- Minimum Lot Depth (required & proposed) - 115'
  - o Cul-de-sacs and/or elbows - minimum lot depth 115'
- Setbacks (required & proposed)
  - o Minimum front yard setback: 20'
- An unenclosed porch may encroach past the front build to line, but in no instance shall it be closer than 5' from the front property.
- Corner lot adjacent to a street: 5'
- Exterior side yard on a key lot: N/A
- Rear Setback: 20'
- Max Structure Height (permitted & proposed) - 2 1/2 stories or 35' for the main building
- Max No. Stories/Floors (permitted & proposed) -
- Garage doors may face a public street
- Alleys are not required

EXHIBIT G - DETENTION / OPEN SPACE EXHIBIT OF

**MANORS ON MILLER**

SITUATED IN THE  
S.A. & M.G. RR SURVEY ABSTRACT NO. 1407

IN THE  
CITY OF ROWLETT  
DALLAS COUNTY, TEXAS

PREPARED BY  
CORWIN ENGINEERING, INC.

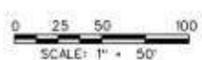
200 W. BELMONT, SUITE E  
ALLEN, TEXAS 75013  
972-396-1200

APPLICANT  
SKORBURG COMPANY  
8214 WESTCHESTER DRIVE, SUITE 710  
DALLAS, TEXAS 75225

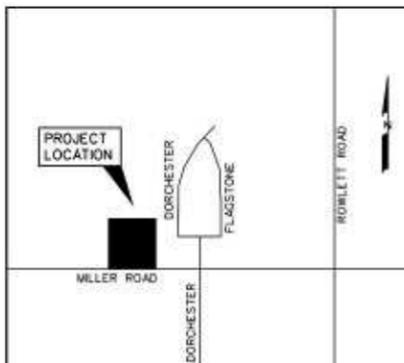
- OWNERS**
- 1) REBECCA COYLE BUTTRAM  
16954 US HIGHWAY 82 W  
AVERY, TEXAS 755547222
  - 2) MATTHEW H COYLE  
114 S MAIN ST  
PARIS, TEXAS 754605822
  - 3) NANCY A YARNES SURVIVORS TRUST  
3616 LEATHERTOP DR  
PLANO, TEXAS 750751546
  - 4) WILLIAM HUNTER COYLE JR & SUSAN KIRBY  
5217 MILLER RD  
ROWLETT, TEXAS 750886120

**CURVE TABLE**

CURVE NO.	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
1.	00°17'37"	4450.0'	22.80'	11.40'	22.80'	S89°01'05" W



NELL MOSS TRUSTEE  
2.00 ACRE TRACT  
DEED 1481500101300



LOCATION MAP  
N.T.S.

SUSAN COYLE KIRBY  
0.5933 ACRE TRACT  
VOL. 76008, PG. 1689

RIDGECREST ADDITION  
NO. 2  
VOL. 84438, PG. 3563

RIDGECREST ADDITION  
NO. 1  
VOL. 84083, PG. 4691

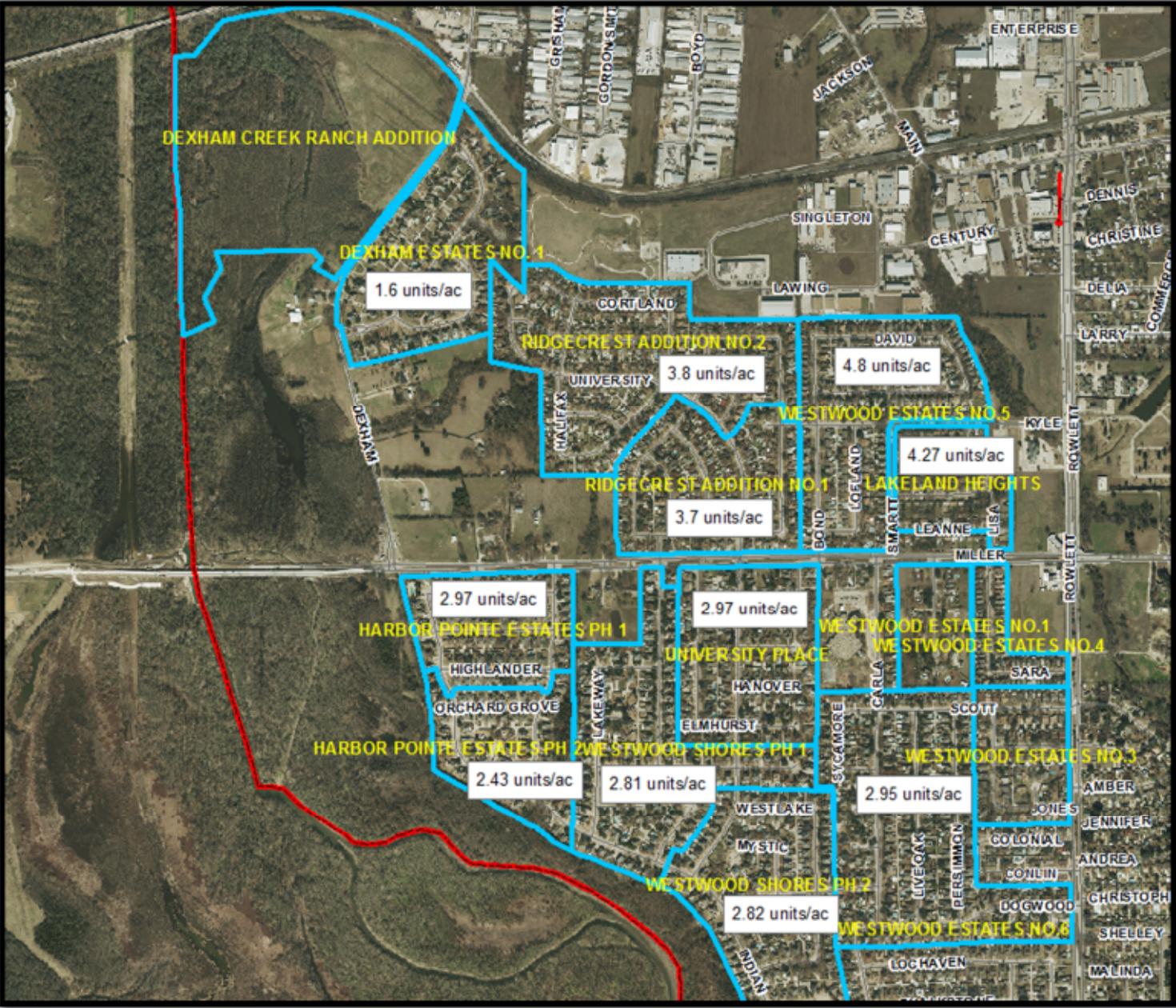
HARBOR POINT











03-21-16A08:13 RCVD



Department of Development Services

NOTICE OF PUBLIC HEARING

**TO:** Property Owner  
**RE:** Application for a Zoning Change  
**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.  
**EXPLANATION OF REQUEST:** The applicant requests a rezoning from the existing Single Family-40 Zoning District to a Planned Development District with an underlying Single Family-5 (SF-5) base zoning district to build a single family subdivision. The minimum lot size for the proposed development is 6,000 square feet.

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

**COMMENTS:** *See attached*

PROPERTY OWNER NAME

(print):

*John G. Wells*

SIGNATURE:

ADDRESS:

*2126 Miller Rd.*

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 22<sup>nd</sup> day of March, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 5<sup>th</sup> day of April, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Development Service Department by 5 pm on Wednesday, March 16, 2016, for your comments to be included in the Planning and Zoning Commission packet and/or by Wednesday, March 30, 2016, to be included in the City Council packet. All responses received by March 30<sup>th</sup> will be forwarded to the Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of response.

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

If you have any questions concerning this request, please contact the Department of Development

Services  
 Phone 972-412-6166  
 FAX 972-412-6228  
[glangford@rowlett.com](mailto:glangford@rowlett.com)

RETURN BY FAX OR MAIL

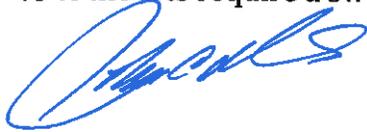
City of Rowlett  
 Development Services  
 PO Box 99  
 Rowlett, TX 75030-0099

To: City of Rowlett, Department of Development Services

From: John C. and Becky Wells

Re: Notice of Public Hearing - Proposed rezoning of 5.255 acres, Miller Rd.

Comments: I would like to see a less dense product. The proposed lots (50' x 120') are 25% smaller than the smallest lot in the Ridgecrest Development and 86% smaller than what the current zoning will allow. I would support a minimum lot area of 7,200 sq. ft. with a minimum lot width of 60' feet including a 25' front yard setback. Also, to break up the unsightly view of open garage doors, I propose that at least 50% of the lots require a swing garage entry.

A handwritten signature in blue ink, appearing to read "John C. Wells", is written below the comments section.



Department of Development Services

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

COMMENTS: THIRTY NINE HOUSES ON 5.255 ACRES? BET YOU

WOULDN'T WANT TO LIVE THERE. NEED MUCH LARGER LOTS,

PROPERTY OWNER NAME (print): NELL MOSS ALLIES, AND BACK ENTRY
SIGNATURE: Nell Moss GARAGES.
ADDRESS: 2001 Miller Rd, Rowlett, Tx: 75088

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Table with 2 columns: Contact information for questions and return instructions by fax or mail.



03-21-16A08:13 RCVD

Department of Development Services

NOTICE OF PUBLIC HEARING

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RE: Application for a Zoning Change
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

Needs to be:

(See Attached)

COMMENTS: LOT Width (minimum 60') Minimum Lot Area (7,200 sq ft)

Minimum Set back front yard (25ft.) To meet standards in adjacent Neighborhood.

PROPERTY OWNER NAME (print):

BILLY CRAIG

SIGNATURE:

Billy Craig

ADDRESS:

2122 Miller Road

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

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

minimum home size 2500 sqft,  
side entry garage.

2122 Miller Road  
Dixie Craig

03-14-16 P02:23 OUT



Department of Development Services

NOTICE OF PUBLIC HEARING

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**RE:** Application for a Zoning Change  
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** *The present zoning on this property is important to maintain the character of our city. An 85% reduction in lot size is unacceptable. If the project were modified to at least 15,000 sqft lots, side entry garages and deeper frontage offset, I could support a change*

**PROPERTY OWNER NAME (print):** Gerald D. Murphy, Jr., ms  
**SIGNATURE:** *G.D. Murphy Jr.*  
**ADDRESS:** 3826 Dextrum Rd Rowlett, TX 75088

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 FAX 972-412-6228  
[glangford@rowlett.com](mailto:glangford@rowlett.com)

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



Department of Development Services

NOTICE OF PUBLIC HEARING

03-18-16A08:58 RCVD

**TO:** Property Owner  
**RE:** Application for a Zoning Change  
**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.  
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** I don't want my TAXES to go up! They are too high like it is

**PROPERTY OWNER NAME (print):** Manuel S. Martinez  
**SIGNATURE:** *Manuel S. Martinez*  
**ADDRESS:** 3614 Dorchester DR, 75008

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 22<sup>nd</sup> day of March, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 5<sup>th</sup> day of April, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Department of Development Services

NOTICE OF PUBLIC HEARING

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

COMMENTS: THE PROPOSED PD WILL DECREASE VALUE OF HOMES IN DEXHAM ESTATE AND HARBOUR POINTE PD WILL REQUIRE ALL FRONT-ENTRY GARAGES LEADING TO DEGRADATION; ONLY ONE(S) ENTRY EXIT POINT TO CONDENSED PD, FOR SF-5, ZSF-7.
PROPERTY OWNER NAME: DAVID WILLIAMS
SIGNATURE: David Williams
ADDRESS: 3010 HARBOUR POINTE DR. 75088

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City of Rowlett
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PO Box 99
Rowlett, TX 75030-0099



Department of Development Services

NOTICE OF PUBLIC HEARING

03-21-16A08:13 RCVD

**TO:** Property Owner  
**RE:** Application for a Zoning Change  
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** LOTS SIZE NOT LARGE ENOUGH. NEED  
SIDE ENTRY GARAGE AND 25 FT SET BACK.

**PROPERTY OWNER NAME**  
 (print): RONALD JAY CADDELL  
**SIGNATURE:** [Signature]  
**ADDRESS:** 2113 Miller Rd

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ATTACHMENT 5



Department of Development Services

NOTICE OF PUBLIC HEARING

TO: Property Owner 04-05-16P01:29 RCVD
RE: Application for a Zoning Change
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: See: Attached

PROPERTY OWNER NAME (print):

Kenneth P. Clark

SIGNATURE:

ADDRESS:

2009A Miller Rd, Rowlett TX 75088

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 12th day of April, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 3rd day of May, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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glangford@rowlett.com

RETURN BY FAX OR MAIL

City of Rowlett

Development Services

PO Box 99

Rowlett, TX 75030-0099

## ATTACHMENT 5

What is the average square footage of these homes?

Will they have basements?

Will there be room for extra storage facilities on the property and will such storage be within code?

What garage space will be standard (1 or 2)?

What will be the average price?

How many trees will be cut down?

In this day and age, it usually takes two (2) incomes to pay a mortgage and bills. Two incomes in Texas usually means 2 cars. Unless these houses come with significant storage, the garages will be used for that capacity instead of cars being parked in them. This neighborhood plan makes no allowance for extra parking. These streets are narrow already, and curb space will be at a premium with the streets being dominated by driveways. The current plan underestimates the traffic demands with 2 incomes per household and 2 cars per home. These streets will be choked and clogged during every rush hour.

I am told by my neighbors about a tree ordinance in Rowlett. That unless a tree is replaced there is a fine for cutting one down. How many trees will be destroyed in this process? How does the developer justify this? How does the city justify this? If the argument is that the home owners will plant trees to replace those cut down, it should be considered that on lots that small those trees will eventually cause problems with the owner's foundations and plumbing. If the developer says they will replace by planting in the landscaped entry area, then photos they submitted with the plan are a ruse. There will not be room for children to play close to home. We will see them playing in the already traffic choked streets. And what about other code allowances that the developer has set aside? Entryway landscaping. Width of lots. Lack of a wall along Miller Rd. Land not within one of the targeted development zones.

There are several residents in the area that rely on wells to offset their water bills. The existing open land serves as a groundwater recharge area. Taking up more than half that space with concrete will adversely affect this process. Has the developer studied this possibility? Will the existing well owners have to drill deeper in order to access groundwater? All this extra concrete will also affect runoff water. Has the developer studied the effect on the current drainage system? Has the developer studied the effect of non-specific source pollution (fluids dripping from cars) on the ecology of Rowlett Creek and Lake Ray Hubbard?

I'm not opposed to housing going in here. I would like to see alley access on all 3 sides. There already exists alley access on 2 sides. Adding one on the remaining side shouldn't be too difficult. This will ease crowding of the streets. I think allowance in the street planning for additional parking would further alleviate this potential problem.



**Department of Development  
Services**

**NOTICE OF PUBLIC HEARING**

**TO:** Property Owner

**RE:** Application for a Zoning Change

**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

**EXPLANATION OF REQUEST:** The applicant requests a rezoning from the existing Single Family-40 Zoning District to a Planned Development District with an underlying Single Family-5 (SF-5) base zoning district to build a single family subdivision. The minimum lot size for the proposed development is 6,000 square feet.

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

**COMMENTS:** QUALITY AFFORDABLE HOUSING AND INCREASED TAX

**BASE**

**PROPERTY OWNER NAME**

(print):

NANCY YARNES SURVIVORS TRUST

**SIGNATURE:**

Nancy Yarnes

**ADDRESS:**

2113 Miller Rd. Rowlett HOME: 3616 LEATHERTOP DR  
PHANO, TX 75075

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If you have any questions concerning this request, please contact the Department of Development

Services

Phone 972-412-6166

FAX 972-412-6228

[glangford@rowlett.com](mailto:glangford@rowlett.com)

**RETURN BY FAX OR MAIL**

City of Rowlett

Development Services

PO Box 99

Rowlett, TX 75030-0099



Department of Development Services

NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Zoning Change
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- [X] I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
[] I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: Quality Affordable Housing
Increased tax base

PROPERTY OWNER NAME (print): NANCY YARNES
SIGNATURE: Nancy Yarnes
ADDRESS: 2113 Miller Rd Rowlett
3616 Leathertop Dr Plano, Tex 75075 (home)

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glangford@rowlett.com

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City of Rowlett
Development Services
PO Box 99
Rowlett, TX 75030-0099



03-29-16A07:04 RCVD

Department of Development Services

NOTICE OF PUBLIC HEARING

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

COMMENTS: Quality Development for the City

PROPERTY OWNER NAME

(print): William H. Coyle Jr.

SIGNATURE: William H. Coyle Jr.

ADDRESS: 4207 Nutmea Rd. Gilmer, Tx 75644. Joint owner of subject property

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z.angford@rowlett.com

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Department of Development Services

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

**COMMENTS:** This development would increase tax income for the City and provide desirable lot sizes and housing for the public.

PROPERTY OWNER NAME

(print): William H. Coyle Jr.

SIGNATURE: William H. Coyle Jr.

ADDRESS: 4207 Walnut Rd., Gilmer, Tx. 75644 | Joint owner of subject property.

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[rlongford@rowlett.com](mailto:rlongford@rowlett.com)

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City of Rowlett  
Development Services  
PO Box 99  
Rowlett, TX 75030-0099



Department of Development Services

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04-05-16P02:54 RCVD

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

COMMENTS: AFFORDABLE, QUALITY HOUSING
Increased Tax Base

PROPERTY OWNER NAME

(print): Susan Coyle Kirby
SIGNATURE: Susan Coyle Kirby

ADDRESS: Property owner: 2009 Miller Rd. Rowlett Home addr 5217 Miller, Rowlett

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Table with 2 columns: Contact information for questions and return instructions by fax or mail.

03-16-16 A09:06 OUT



Department of Development Services

NOTICE OF PUBLIC HEARING

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

**COMMENTS:** affordable quality housing  
increased fox base

**PROPERTY OWNER NAME**  
 (print): Susan Coyle Kirby  
**SIGNATURE:** Susan Coyle Kirby  
**ADDRESS:** Property owner address: 2009 Miller Home: 5219 Miller Rowlett TX 75088

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Department of Development Services

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

COMMENTS: Increase tax base, affordable quality homes

PROPERTY OWNER NAME

(print): Rebecca Buttram

SIGNATURE: Rebecca Buttram

ADDRESS: 2013 Miller Rd Rowlett (owner property) 16954 US Hwy 82W Avery, TX 75554 (owner address)

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Development Services
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MAR/28/2016/MON 05:42 AM

ATTACHMENT 8 P.001/001



Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING

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RE: Application for a Zoning Change
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4/12/16 Pdp Rst

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

COMMENTS: Because this is a pure "for use profit" rezoning. We bought our homes with the current zoning laws, we don't need change

PROPERTY OWNER NAME

(print): Robert S. Peice

SIGNATURE:

ADDRESS:

1914 Walnut Hill Dr., Rowlett, TX 75088-1536

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Rowlett, TX 75090-0099



Department of Development Services

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

COMMENTS: AS LONG AS INDIVIDUAL FAMILIES CAN PURCHASE LOTS & HIRE THEIR OWN BUILDER.

PROPERTY OWNER NAME (print): DAVID BLAYNE SAVOY
SIGNATURE: [Signature]
ADDRESS:

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

COMMENTS:

PROPERTY OWNER NAME

(print):

EDWARD R. KIRBY

SIGNATURE:

*Edward R Kirby*

ADDRESS:

2318 SPRINGFIELD LN.

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Department of Development Services

04-27-16P01:03 RCVD

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I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

PROPERTY OWNER NAME

(print):

DONG PHAM

SIGNATURE:

[Handwritten Signature]

ADDRESS:

2002 Walnut Hill Dr. Rowlett, TX 75088

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I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

PROPERTY OWNER NAME (print):

JAN TEKELL

SIGNATURE:

Jan Tekell

ADDRESS:

2001 GREENHILL DR.

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 12th day of April, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 3rd day of May, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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

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



03-09-16 P04:16 OUT

Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Zoning Change
LOCATION: The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.
EXPLANATION OF REQUEST: The applicant requests a rezoning from the existing Single Family-40 Zoning District to a Planned Development District with an underlying Single Family-5 (SF-5) base zoning district to build a single family subdivision. The minimum lot size for the proposed development is 6,000 square feet.

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

COMMENTS: Rowlett needs to preserve as much of nature as we can!

PROPERTY OWNER NAME (print): Jeanie Krell
SIGNATURE: Jeanie Krell
ADDRESS: 2409 Worchester Dr.

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 22nd day of March, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 5th day of April, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Development Service Department by 5 pm on Wednesday, March 17, 2016, for your comments to be included in the Planning and Zoning Commission packet and/or by Wednesday, March 30, 2015, to be included in the City Council packet. All responses received by March 30th will be forwarded to the Council as well; it is not necessary to respond twice. Responses received after the times noted above shall not be counted in the record of response.

Table with 2 columns: Contact information for questions and return instructions by fax or mail.



03-29-16A08:51 RCVD

Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING

TO: Property Owner
RE: Application for a Zoning Change
LOCATION: The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference.
EXPLANATION OF REQUEST: The applicant requests a rezoning from the existing Single Family-40 Zoning District to a Planned Development District with an underlying Single Family-5 (SF-5) base zoning district to build a single family subdivision.

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

COMMENTS:

The size of the proposed structure

would diminish the home values of existing neighborhoods

PROPERTY OWNER NAME

(print):

JUDY BLANTON

SIGNATURE:

[Handwritten Signature]

ADDRESS:

2306 Springfield Ln

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

[X] I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

Handwritten comment: 'He are opposed only to have their zoning change has been proposed. He would like to see a 25' set back from the street for the house and side entry garages. He would also like to see lots that are 60' across and 120' deep. This would be \*'

PROPERTY OWNER NAME

(print):

Handwritten: Jerry and Brenda Miller

SIGNATURE:

Handwritten signatures: Brenda Miller and Jerry Miller

ADDRESS:

Handwritten address: 3310 Westshore Dr. Rowlett, TX 75088

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\* in keeping with the other subdivisions in the surrounding areas and not diminish these property values.



Department of Development Services

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**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.  
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** 6000 square feet lots are to small to build the type homes in the north side of Miller Rd. It does not meet the future zoning plan for this city.  
**PROPERTY OWNER NAME (print):** WALTER T. J. GIBSON  
**SIGNATURE:** Walter T. J. Gibson  
**ADDRESS:** 1899 Miller Rd., Rowlett, TX

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 22<sup>nd</sup> day of March, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 5<sup>th</sup> day of April, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING

03-18-16A08:58 RCVD

**TO:** Property Owner  
**RE:** Application for a Zoning Change  
**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.  
**EXPLANATION OF REQUEST:** The applicant requests a rezoning from the existing Single Family-40 Zoning District to a Planned Development District with an underlying Single Family-5 (SF-5) base zoning district to build a single family subdivision. The minimum lot size for the proposed development is 6,000 square feet.

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

**COMMENTS:** *The proposed density is excessive compared to adjacent properties, a minimum of 65 foot lot width and side entry garages with at least a 25 foot setback from street would be acceptable to me.*

**PROPERTY OWNER NAME (print):** Alma Ann Murphy  
**SIGNATURE:** *Alma Ann Murphy*  
**ADDRESS:** 3822 Dexham Road, Rowlett, TX 75088

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 22<sup>nd</sup> day of March, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 5<sup>th</sup> day of April, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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Department of Development  
Services

COURTESY NOTICE OF PUBLIC HEARING

**TO:** Property Owner

**RE:** Application for a Zoning Change

**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

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

**COMMENTS:**

*Density of homes that would be the effect of  
6000 sq.ft. lots.*

**PROPERTY OWNER NAME**

(print):

*John R & Patricia Worthy*

**SIGNATURE:**

*1965 Miller Rd - Patricia Worthy*

**ADDRESS:**

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Department of Development Services

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

**COMMENTS:** *6000 sq. ft. lots are too small for estate type homes to be built on north side of Miller Rd. It does not meet the one (1) acre lots and 2400 sq ft homes for the zoning requirements!*

**PROPERTY OWNER NAME (print):** WALTER T.J. GIBSON  
**SIGNATURE:** Walter T.J. Gibson  
**ADDRESS:** 1899 Miller Rd, Rowlett, TX

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03-17-16A10:52 RCVD



Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING

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RE: Application for a Zoning Change
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EXPLANATION OF REQUEST: The applicant requests a rezoning from the existing Single Family-40 Zoning District to a Planned Development District with an underlying Single Family-5 (SF-5) base zoning district to build a single family subdivision. The minimum lot size for the proposed development is 6,000 square feet.

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

COMMENTS: I am very concerned about property values decreasing and traffic congestion along Miller Road.

PROPERTY OWNER NAME (print): Gwendolyn D. Stewart
SIGNATURE: Gwendolyn D. Stewart
ADDRESS: 1909 Walnut Hill Drive Rowlett TX 75088

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glangford@rowlett.com

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City of Rowlett
Development Services
PO Box 99
Rowlett, TX 75030-0099



Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING 18-16A08:58 RCVD

**TO:** Property Owner  
**RE:** Application for a Zoning Change  
**LOCATION:** The subject properties are located at 2009, 2013, 2109 and 2113 Miller Road further described as being 5.255 +/- acres in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas. A map is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.  
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** 6000 sq ft. lots - too many homes -

**PROPERTY OWNER NAME (print):** Gay Worth  
**SIGNATURE:** [Signature]  
**ADDRESS:** 1901 Miller Rd

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03-16-16 A10:49 OUT

Department of Development Services

COURTESY NOTICE OF PUBLIC HEARING

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

COMMENTS:

PROPERTY OWNER NAME

(print):

DARRICK + KIMBRA MOUSER

SIGNATURE:

*Darrick Mouser*

ADDRESS:

3414 HARBOR POINTE ROWLETT, TEXAS 75088

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Phone 972-412-6166

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[glangford@rowlett.com](mailto:glangford@rowlett.com)

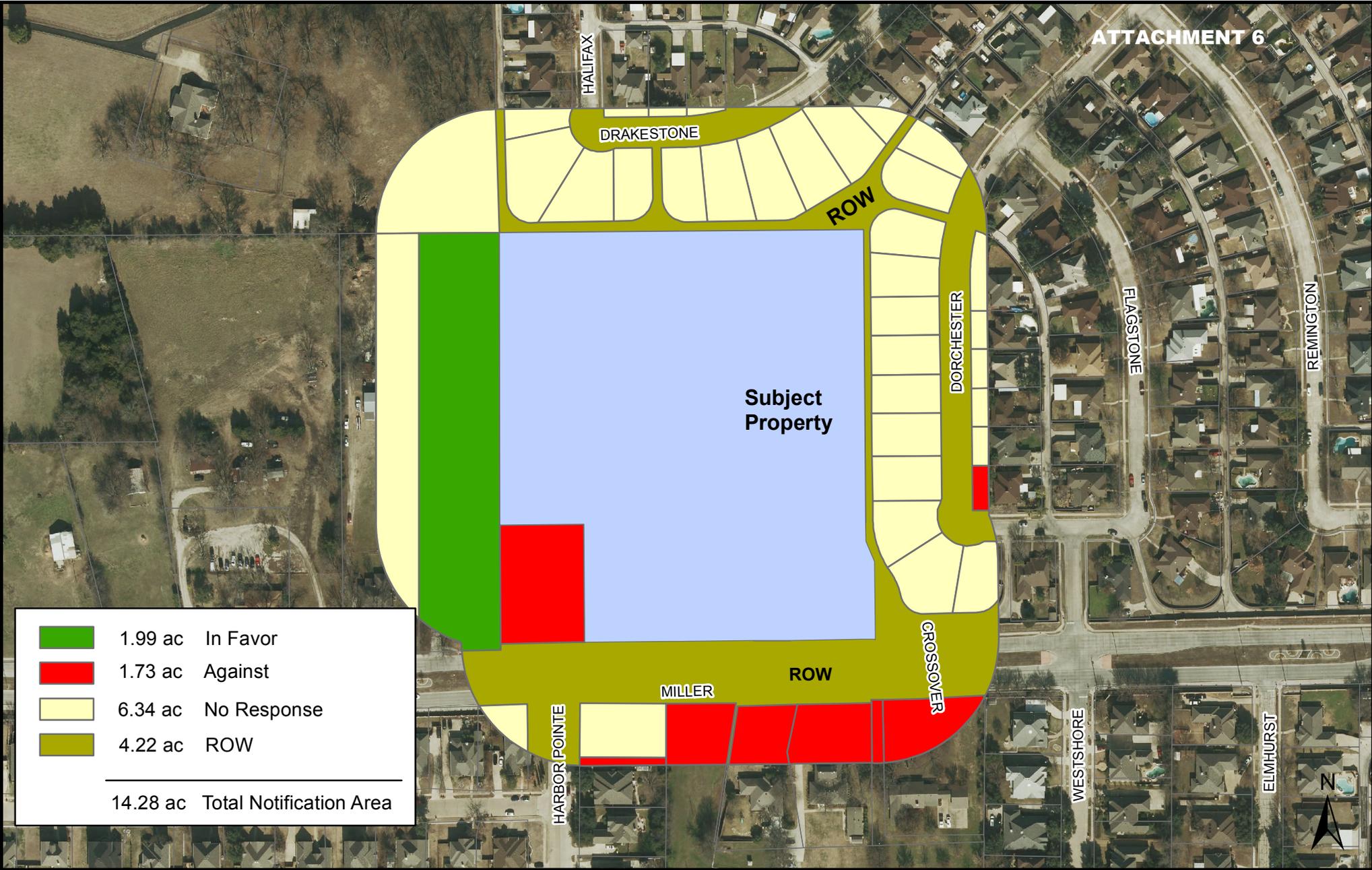
RETURN BY FAX OR MAIL

City of Rowlett

Development Services

PO Box 99

Rowlett, TX 75030-0099



	1.99 ac	In Favor
	1.73 ac	Against
	6.34 ac	No Response
	4.22 ac	ROW
<hr/>		
14.28 ac		Total Notification Area



**2009, 2013, 2109, & 2113 MILLER RD  
 MANORS ON MILLER  
 ZONING CHANGE**  
 Map Created: May 24, 2016

**PROTEST CALCULATION MAP**

May 23, 2016

05-24-16P01:14 RCVD

Dear Mr. Langford,

Since initially sending my letter of opposition for the Manors on Miller, we have met with the Skorburg Company representatives, who have explained the merits of their project and have made commitments to our satisfaction.

As such, please accept this letter as my formal request to change our letter of opposition to a letter of support for the Manors on Miller project.

Sincerely,

Nell Moss  
2001 Miller Road  
214-498-7730

A handwritten signature in cursive script that reads "Nell Moss".

Stan Moss  
2001 Miller Road  
214-498-7730

A handwritten signature in cursive script that reads "Stan Moss".



**City of Rowlett**  
**Staff Report**

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

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 8B

**TITLE**

Conduct a public hearing and consider an ordinance to allow a Special Use Permit to allow an accessory building that does not meet the requirements in Section 77-303 of the Rowlett Development Code. The subject property is located at 3402 Toler Road further described as being Lot 8, Block 2 of the Chandler Park Addition, City of Rowlett, Dallas County, Texas. (SUP117-2016)

**STAFF REPRESENTATIVE**

Katy Goodrich, MPA, Planner I

**SUMMARY**

The property owners are requesting a Special Use Permit (SUP) to allow them to build a 1,560 square-foot metal accessory building on their property at 3402 Toler Road (Attachment 1 – Location Map). An SUP is needed as the accessory building does not meet the material and size requirements in Section 77-303 of the Rowlett Development Code (RDC).

The Planning and Zoning Commission unanimously recommended approval of this item at their May 24, 2016, regular meeting. The item was discussed under Item C1, which can be viewed at the following link: <http://rowlettx.swagit.com/play/05242016-1485/#2>.

**BACKGROUND INFORMATION**

The subject property at 3402 Toler Road is a 0.75 acre lot zoned Single Family 40 with a 3,173 square-foot single-family home located in the Chandler Park Addition located southeast of Hickox Road. The applicant is proposing to construct an accessory building that he will use to store their vehicles.

The accessory building totals 1,560 square feet in size when including the canopy that is attached along the front of the building. The enclosed section is 900 square feet and the unenclosed canopy is 660 square feet. (Attachment 2 – Building Plan Set). The accessory building is located five feet from the side property line to the east and 86 feet from the rear property line to the south (Exhibit A – Site Plan). The exterior of the accessory building consists of tan metal r-panel (Attachment 2 – Building Plan Set). The structure is 12 feet in height at the middle point and 10 feet in height for the walls and does not exceed the height of the house.

**DISCUSSION**

The RDC permits an accessory building that does not meet the size and material requirements with the approval of a Special Use Permit. The approval criteria for an SUP are outlined in Section 77-206 of the RDC. The City Council should consider the request based on these approval criteria

as detailed below. Staff has added additional commentary in bold italics beneath each point of consideration where applicable.

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

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

***The subject property is not located within one of the 13 opportunity areas in the Realize Rowlett 2020 Comprehensive Plan. However, the Guiding Principles in the Plan should be considered in decisions about zoning. The most relevant principle to this zoning request is the principle of “value existing neighborhoods.” Some of the properties within the Chandler Park Addition, according to Dallas Central Appraisal District, have existing oversized accessory buildings ranging from 540 square feet to 2,400 square feet in size. Site visit confirms that almost all of the oversized accessory buildings have metal exteriors. A request for an oversized metal accessory building in this subdivision is not out of context with the surrounding properties.***

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

***Accessory buildings are allowed in residential zoning districts provided they meet the requirements previously mentioned. The table below shows what is required versus what is being proposed. The accessory building meets the setback and lot coverage requirements, but it will exceed the maximum size of 500 square feet. The lot coverage was calculated by including all existing structures and impervious surfaces with the proposed structure.***

<b><i>Use standard</i></b>	<b><i>Regulation</i></b>	<b><i>Proposed Structure</i></b>
<b><i>Max. size</i></b>	<b><i>500 square feet</i></b>	<b><i>1,560 square feet</i></b>
<b><i>Max height</i></b>	<b><i>35 feet</i></b>	<b><i>12 feet</i></b>
<b><i>Min. side yard setback</i></b>	<b><i>3 feet</i></b>	<b><i>5 feet</i></b>
<b><i>Max Lot Coverage</i></b>	<b><i>45%</i></b>	<b><i>25%</i></b>
<b><i>Max Rear Yard Coverage</i></b>	<b><i>35%</i></b>	<b><i>8%</i></b>

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

***The applicant is requesting a Special Use Permit to construct an accessory structure that does not meet the before mentioned requirements.***

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

***This is only an accessory building that has minimal visibility and low impact to the surrounding areas. The proposal should not negatively affect the health, safety, morals or general welfare of the public.***

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

***Adequate utilities, access roads and drainage facilities are being provided for the subject property. This SUP will not increase any demands on utilities.***

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

***Oversized metal accessory buildings are common in this larger lot development. The aesthetics of the building will be appealing due to a darker trim around the edges of the building. The accessory building will be able to be partially seen from the street if standing in front of the driveway due to it connecting into the current driveway.***

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

***The 1,560 square-foot accessory building is slightly less than half the size of the 3,173 square-foot house and is located on a three quarter acre lot. It is Staff's opinion that the size of the accessory building, in relation to size of the home, the property, and the surrounding area is within suitable proportions and therefore is suitable for the subject property.***

It is staff's opinion that the request for a 1,560 square-foot accessory building that is partially enclosed is appropriate and recommends approval. Staff believes this request meets the criteria listed above.

### **Public Notice**

On May 6, 2016, a total of 24 notices were mailed to property owners within 200 feet and a total of 65 courtesy notices were mailed to property owners within 500 feet. As of May 24, 2016, four public notices were received in favor of the request. As of May 24, 2016, three courtesy public notices were received in favor of the request and two were received in opposition. The responses are available in Attachment 3 – Returned Public Notices.

Staff published the Legal Notice in the *Dallas Morning News* on May 11, 2016, and placed a zoning sign on the subject property on May 12, 2016, in accordance with the Rowlett Development Code.

#### **FISCAL IMPACT/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

Staff recommends approval of the request.

#### **ORDINANCE**

**AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A SPECIAL USE PERMIT FOR PROPERTY LOCATED AT 3402 TOLER ROAD BEING FURTHER DESCRIBED AS LOT 8, BLOCK 2, CHANDLER PARK ADDITION, CITY OF ROWLETT, DALLAS COUNTY, TEXAS, TO AUTHORIZE THE CONSTRUCTION OF AN ACCESSORY BUILDING; PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

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

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

**SECTION 1.** That the Comprehensive Zoning Ordinance, Plan and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended by granting a Special Use Permit for property located at 3402 Toler Road further described as being Lot 8, Block 2 of the Chandler Park Addition, City of Rowlett, Dallas County, Texas, ("Property"), said property being zoned as Single Family Residential District – SF-40, to authorize the construction of an accessory building under the conditions set forth herein.

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

1. The dimensions of the accessory structure shall be approximately 30 feet wide by 52 feet in length (1,560 square feet);
2. The exterior walls and roof of the accessory structure may be constructed of metal;
3. The accessory structure shall be constructed on the Property in the dimensions and location set forth in Exhibit "A," attached hereto and incorporated herein, and shall comply with all required lot and rear yard coverage requirements imposed by the Development Code;
4. The Property and the accessory structure shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as heretofore amended, and as amended herein. Except as otherwise expressly provided for in this Ordinance, the development, use and occupancy of the Property and the accessory structure shall conform to the standards and regulations set forth in the SF-40 District and the regulations pertaining to accessory structures in residential districts of the Rowlett Development Code (Chapter 77 of the Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended; and
5. The authorization contained in this Ordinance is not intended and shall not be construed to approve any development plan of any kind, including but not limited to a site plan, landscaping plan, façade plan, or other plan, nor to grant any permit of any kind, otherwise required by existing ordinances of the City.

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

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

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

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

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

## **ATTACHMENTS**

Attachment 1 – Location Map

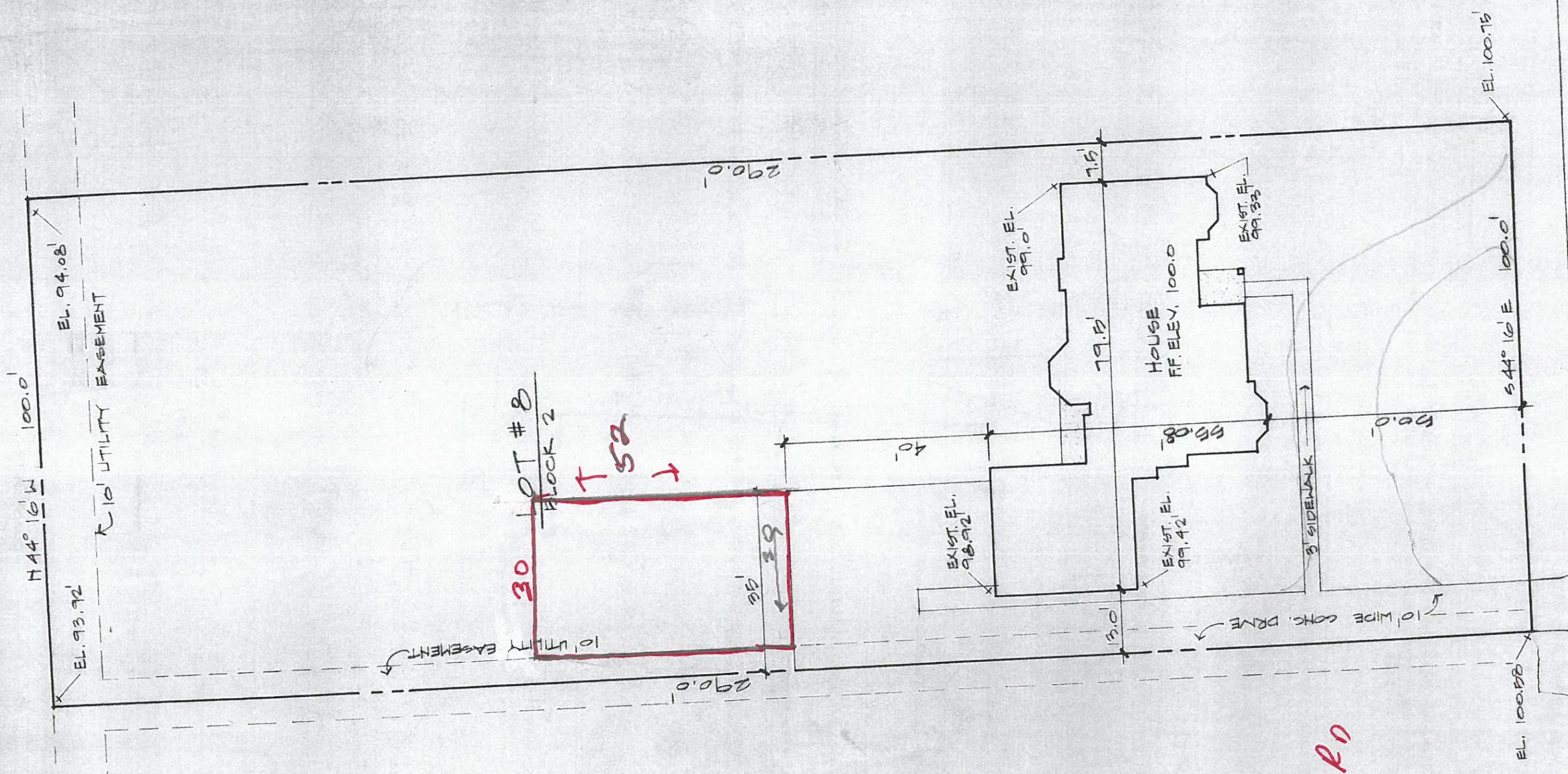
Attachment 2 – Building Plan Set

Attachment 3 – Returned Public Notices

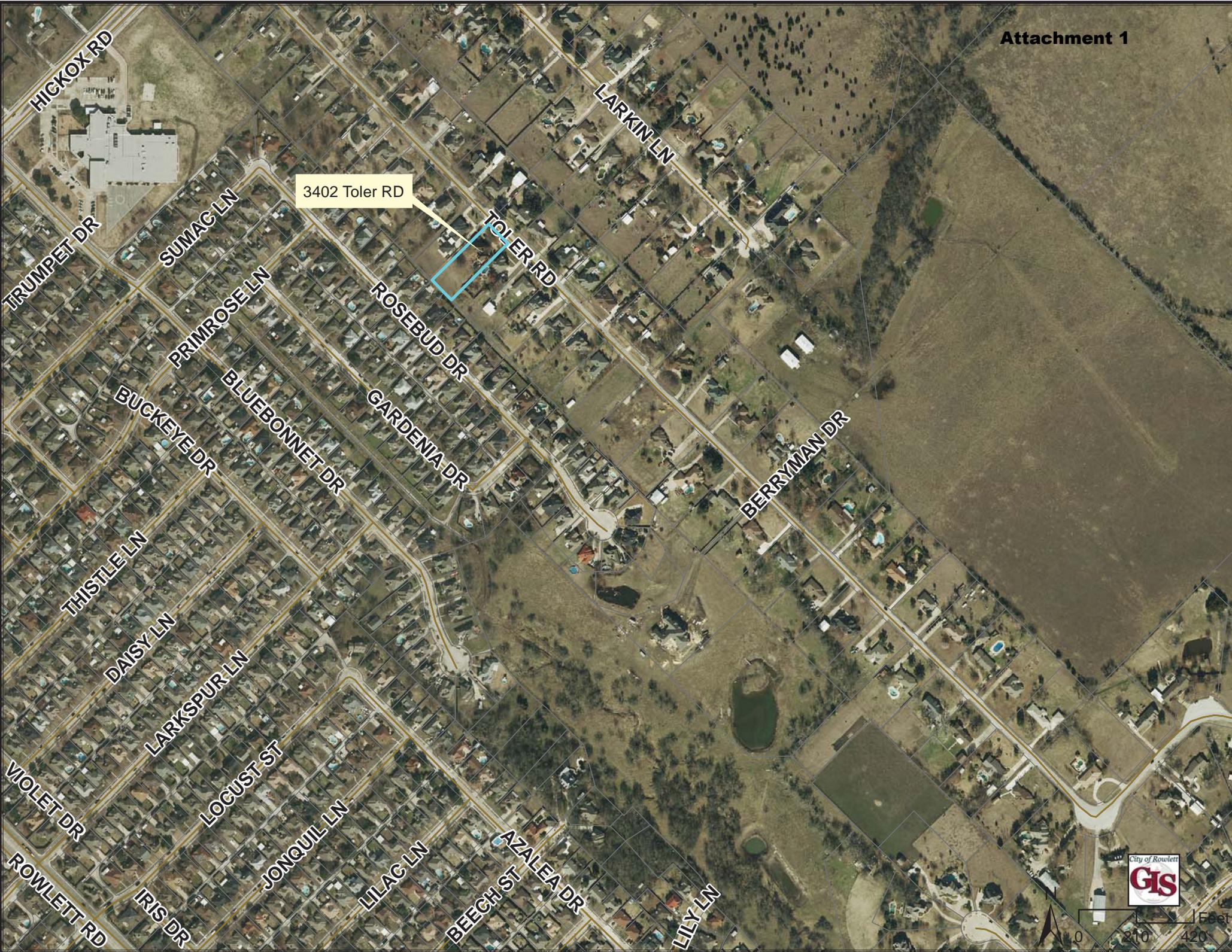
Attachment 4 – Pictures of the Site

Attachment 5 – Properties with Oversized Accessory Buildings in the Area

Exhibit A – Site Plan



3402 Toler Rd



3402 Toler Rd

HICKOX RD

LARKIN LN

TRUMPET DR

SUMAC LN

TOLER RD

PRIMROSE LN

ROSEBUD DR

BUCKEYE DR

BLUEBONNET DR

GARDENIA DR

BERRYMAN DR

THISTLE LN

DAISY LN

LARKSPUR LN

VIOLET DR

LOCUST ST

JONQUIL LN

ROWLETT RD

IRIS DR

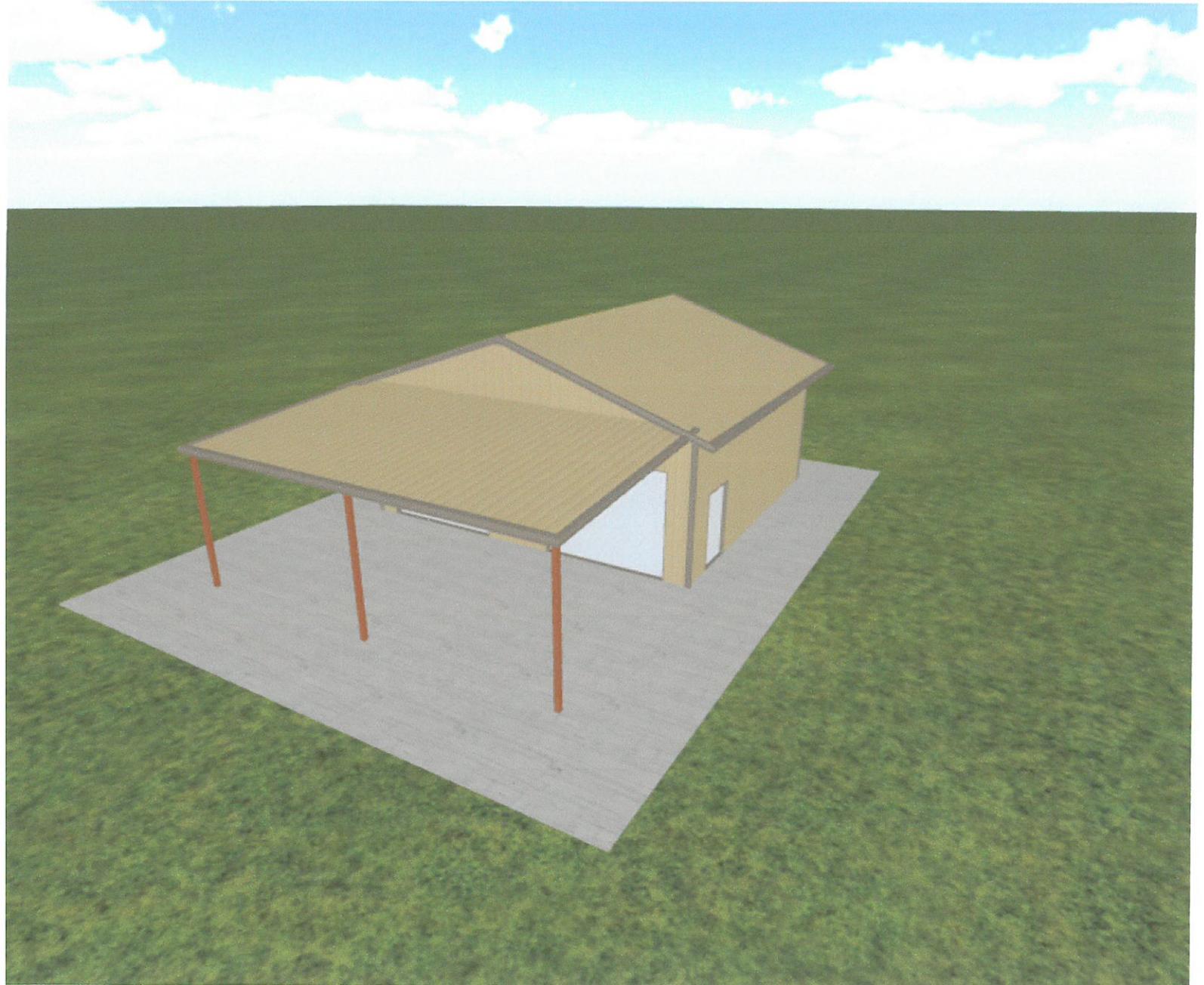
LILAG LN

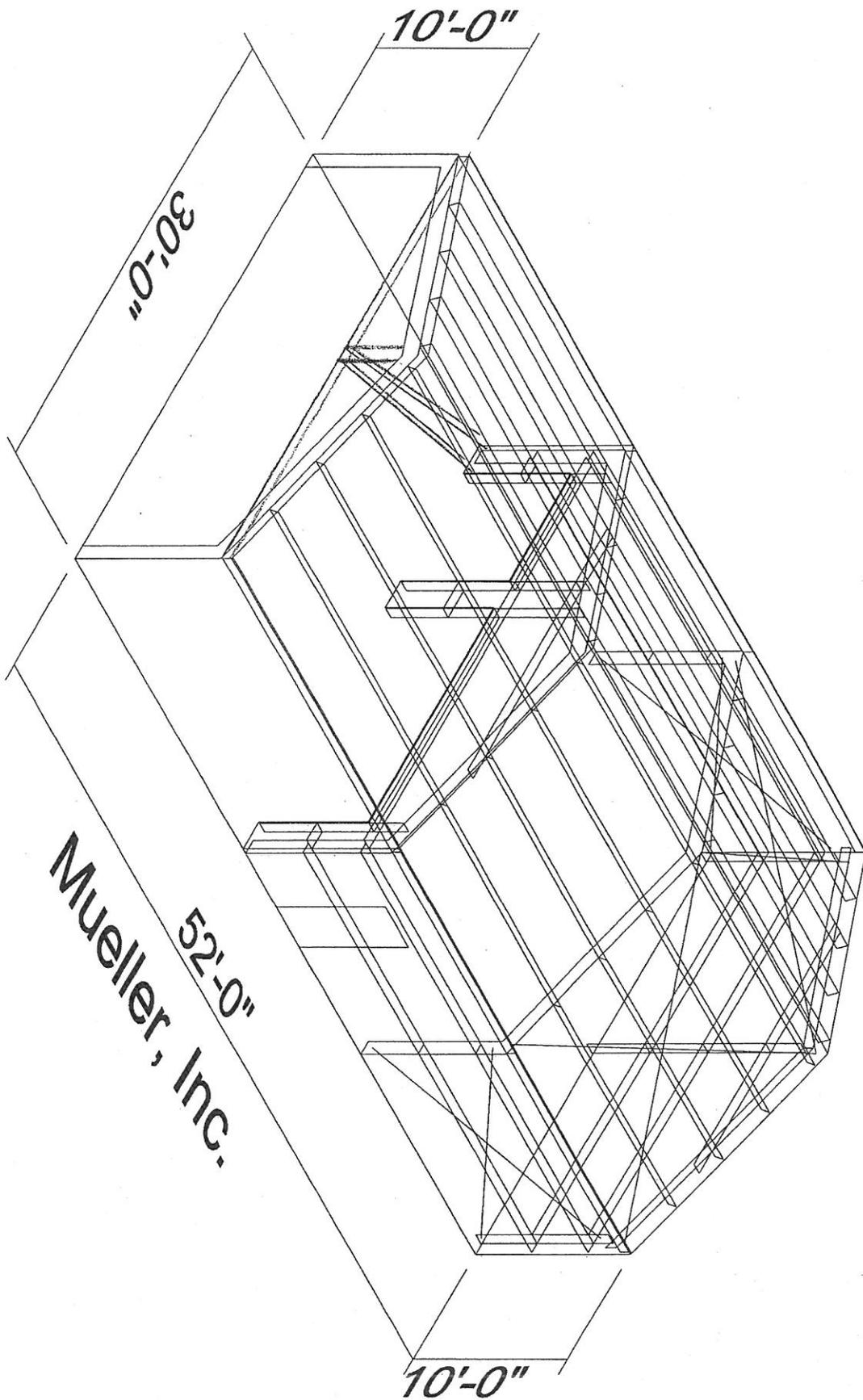
BEECH ST

AZALEA DR

LILY LN











Department of Development Services

NOTICE OF PUBLIC HEARING

TO: Property Owner
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EXPLANATION OF REQUEST: The applicant is proposing a 1,560 square-foot metal accessory building located at 3402 Toler Road.

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

COMMENTS: everyone should be able to build on Toler Rd!

PROPERTY OWNER NAME (print): Lisa Davis
SIGNATURE: Lisa Davis
ADDRESS: 3410 Toler Rd

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Development Service Department by 5 pm on Wednesday, May 18, 2016, for your comments to be included in the Planning and Zoning Commission packet and/or by Wednesday, June 1, 2016, to be included in the City Council packet.

Any owner of property subject to a proposed rezoning or affected by a proposed rezoning may protest the rezoning by filing a written protest (this form is sufficient) with the Director of Development Services within the time specified above. The protest shall object to the zoning map amendment, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property.

Table with 2 columns: Contact information for questions and Return by Fax or Mail address.



Department of Development Services

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

COMMENTS:

his choice dont bother me

PROPERTY OWNER NAME

(print):

Leroy Haden Leroy Haden
3314 Toler

SIGNATURE:

ADDRESS:

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If you have any questions concerning this request, please contact the Department of Development Services

Phone 972-463-3906
FAX 972-412-6228
kgoodrich@rowlett.com

RETURN BY FAX OR MAIL

City of Rowlett
Development Services
PO Box 99
Rowlett, TX 75030-0099



Department of Development Services

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

COMMENTS: NO ISSUE WITH NEIGHBOR BLD TO BUILD

PROPERTY OWNER NAME

(print): GUSTAVO PENIA

SIGNATURE: [Signature]

ADDRESS: 6512 Rosebud Dr.

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016.

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200 ff.



Department of Development Services

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

COMMENTS: its the homeowner's property, ok with

PROPERTY OWNER NAME (print): Mollie McCollom-Miles
SIGNATURE: Mollie Miles
ADDRESS: 3501 TOLER RD

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.
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500 ft.

05-17-16 P02:03 RCVD



Department of Development Services

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

COMMENTS:

PROPERTY OWNER NAME

(print):

SIGNATURE:

ADDRESS:

[Handwritten signature and address: 3502 LARKIN CV]

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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

COMMENTS: IF A OUT BUILDING IS NICE + UP TO CODES I HAVE NO PROBLEM WITH IT.

PROPERTY OWNER NAME (print): KEITH KYBOR
SIGNATURE: KEITH KYBOR
ADDRESS: 3302 LARKIN LN

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

WE HAVE HAD A DIRECT CONVERSATION WITH THE REQUESTING HOMEOWNER. HE TOLD US THAT THE BUILDING/CARPORT WOULD BE (HIGHLIGHTED DIMENSIONS AND LOCATION). If these details are what the City of Rowlett WILL APPROVE, then we approve.

PROPERTY OWNER NAME (print):

SIGNATURE:

ADDRESS:

TERRY PLATA
3401 TOLER ROAD

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016.

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Handwritten notes: 30X30 BUILDING 20X30 CARPORT LOCATED 220 feet from street 3901 Main Street IN BLOCK 2



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

COMMENTS: All new buildings should meet current requirements

PROPERTY OWNER NAME (print): Joyce A. Bradley 3306 Toler
SIGNATURE: Joyce A. Bradley
ADDRESS:

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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05-19-16P03:24 RCVD



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

[X] I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: Structures similar to this belong in industrial parks not residential neighborhoods.

PROPERTY OWNER NAME

(print):

Kenneth Hawkins

SIGNATURE:

[Handwritten Signature]

ADDRESS:

3505 Toler Rd Rowlett 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on the 24th of May, 2016, and that the City Council will hold a public hearing at 7:30 p.m. on the 7th of June, 2016. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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FAX 972-412-6228

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City of Rowlett

Development Services

PO Box 99

Rowlett, TX 75030-0099

3402 Toler Road SUP

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3402 Toler Road SUP

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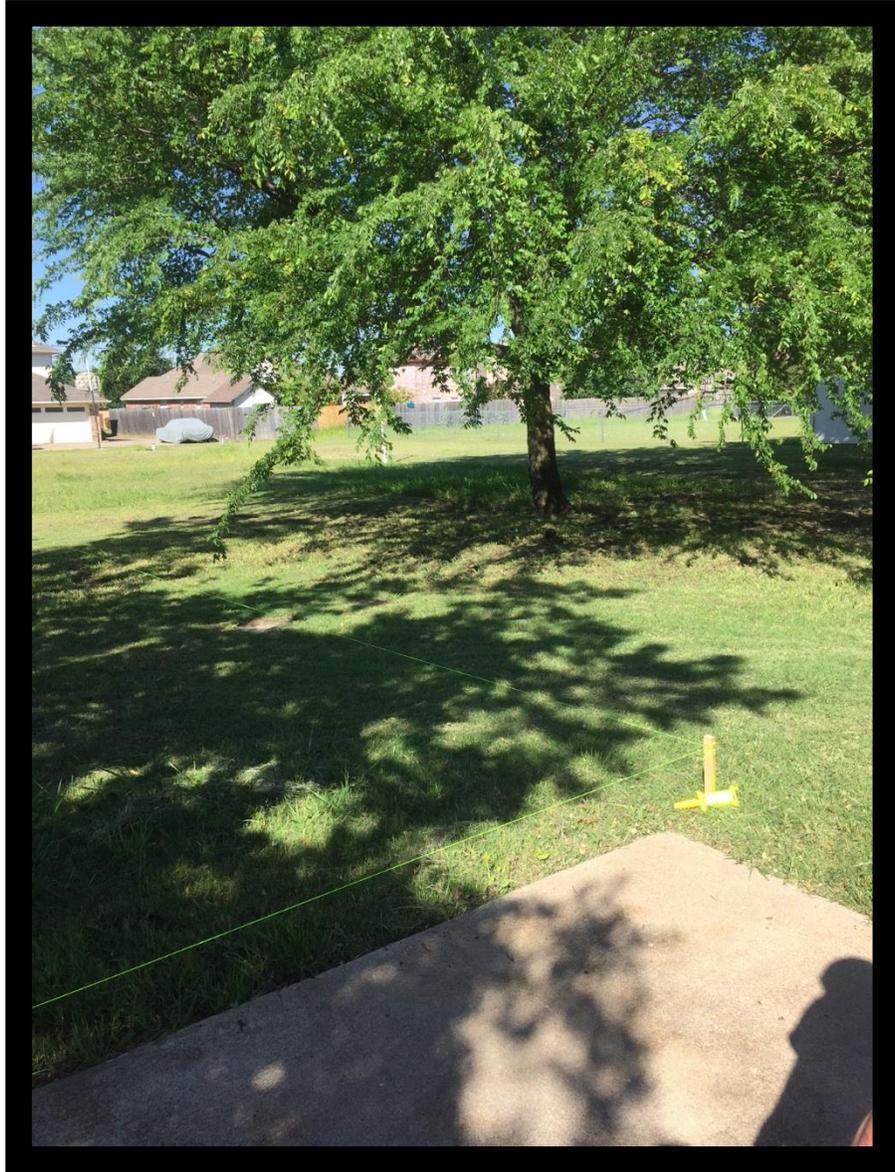
3402 Toler Road SUP

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3402 Toler Road SUP

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3402 Toler Road SUP

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3402 Toler Road SUP

---



*Rear of the property looking East*

3402 Toler Road SUP

---



*Rear of the property looking West*

# 3402 Toler Road SUP

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# Oversized Accessory Buildings

- 3110 Toler – 540 square feet
- 3210 Toler – 768 square feet
- 3410 Toler – 999 square feet
- 4302 Toler – 2400 square feet
- 3313 Toler – 1080 square feet





## City of Rowlett Staff Report

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

**AGENDA DATE:** 6/07/2016

**AGENDA ITEM:** 8C

### **TITLE**

Conduct a public hearing and consider an ordinance approving a request for a Special Use Permit to allow a restaurant with a drive-through located at 3505 Lakeview Parkway further described as being Lot 5, Block 1 of ASPI No. 1 Addition, City of Rowlett, Dallas County, Texas. (SUP111-2016)

### **STAFF REPRESENTATIVE**

Garrett Langford, AICP, Principal Planner

### **SUMMARY**

The applicant is requesting a Special Use Permit (SUP) to allow an existing restaurant (McDonald's) to expand its drive-through facility by adding a second drive-through lane (Exhibit B – Concept Plan). Pursuant to Section 77-301 of the Rowlett Development Code (RDC), a restaurant with a drive-through requires an SUP in the General Commercial/Retail (C-2) Zoning District. This item is related to 8D, the Alternative Building Material request. Both items will be presented together; however, each item will be acted on separately.

### **BACKGROUND INFORMATION**

The subject property is located at 3505 Lakeview Parkway (Attachment 1 – Location Map) and is currently zoned C-2. The applicants are proposing an interior and exterior remodel of the existing McDonald's including the addition of a second drive-through lane. The SUP will involve the consideration of a proposed land use (expanded drive-through facility) and its proposed concept plan. If the SUP is approved, then the development will be required to conform to the concept plan and any adopted stipulations. The applicant is also requesting use of an Alternative Building Material (ABM) as part of the exterior remodel. The ABM requires a recommendation from the Planning and Zoning Commission and approval from City Council; this request is being considered concurrently with the SUP but will be acted on under a separate agenda item.

The property was developed in 1995 under different development requirements and when drive-through restaurants were permitted by right in the C-2 zoning district. Due to amendments to the zoning ordinance, the site no longer conforms to the current development standards such as landscaping and exterior lighting. Additionally, drive-through restaurants now require a SUP to operate in the C-2 zoning district. Nonconformities created as a result of amendments to the zoning ordinance are allowed to continue as long as the use is not abandoned for more than six continuous months and the nonconformity is not increased. Adding a second drive-through lane is considered an expansion of a legal nonconforming use and therefore cannot be expanded without an approved SUP.

As stated previously, the property was developed in 1995 and does not meet the current development standards for landscaping and exterior lighting. The RDC requires that if the proposed improvements total more than 25% of the appraised value of the structure, then the nonconformities related to landscaping, parking, lighting, driveway surface materials, and screening will need to be brought into compliance unless such nonconformities have no adverse impact on adjacent properties. The proposed remodel will exceed the 25% threshold and as a result the applicant will be required to bring landscaping and exterior lighting into conformance. These site improvements would be subject to site plan approval by Staff should City Council approve the SUP and ABM requests.

The Planning and Zoning Commission unanimously recommended approval of this item at their May 24, 2016, regular meeting. The item was discussed under Item C2, which can be viewed at the following link: <http://rowlettx.swagit.com/play/05242016-1485>.

## **DISCUSSION**

The approval criteria for an SUP are outlined in Section 77-206 of the RDC. The Planning and Zoning Commission should consider the request based on these approval criteria as detailed below. Staff has added additional commentary in bold italics beneath each point of consideration where applicable.

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

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

***The subject property is not located within one of the 13 opportunity areas in the Realize Rowlett 2020 Comprehensive Plan. The Realize Rowlett 2020 Comprehensive Plan states that for areas outside of the opportunity areas that the existing zoning as amended will continue to direct design and investment decisions. The Plan further states that its Guiding Principles should be considered in decisions about rezoning, subdivision and site design throughout the City.***

***While this proposed SUP does not directly advance the Guiding Principles outlined in the Rowlett Comprehensive Plan, it is Staff's opinion that an expanded drive-through restaurant at this location is consistent with the existing surrounding uses and it meets the intent of the C-2 Zoning District.***

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

***The existing zoning is C-2, which allows for general commercial/retail uses. Per Section 77-203.B.5 of the RDC,***

***“The C-2 district is intended for the conduct of retail sales-type uses, with only a subordinate percentage of a development associated with other retail and office uses. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery. The C-2 district is intended to be applied primarily to areas of high traffic volume and along areas accessing high-volume streets.”***

***Based on the intent of the C-2 zoning district, a drive-through restaurant is a compatible use in this district particularly at this location. The subject property fronts on a major high volume traffic corridor making it appropriate for the proposed drive-through restaurant.***

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

***The applicants are requesting an SUP to add a second drive-through facility.***

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

***The proposal should not negatively affect the health, safety, morals or general welfare of the public. The use is located in a commercial center and not located next to any residential subdivisions.***

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

***Adequate utilities, access roads, and drainage facilities are being provided for the subject property. This SUP will not increase any demands on utilities. The proposed remodel will not increase the size of the building and it is not expected to increase traffic demand.***

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

***The SUP should not have any adverse impacts on other properties within the vicinity. The existing use is located in a 10-acre commercial development that contains personal service, retail and restaurant establishments. The existing use is compatible with the other uses in the overall development that are allowed by right in the C-2 Zoning District.***

***The proposal to add a second drive-through lane has been evaluated to ensure that it will not adversely affect the adjacent developments. Adding a second drive-through***

***lane will not increase demand; however, it will improve the efficiency of onsite traffic by providing more capacity. The concept plan shows that the drive-through lanes meet the stacking requirements for vehicles from the service window and the ordering stations. The drive-through lanes also have an escape lane after the ordering stations. In Staff's opinion, the expanded drive-through should have a positive impact on the surrounding development as it will increase onsite efficiency of traffic which, will limit the possibility of vehicles over stacking into adjacent access drives.***

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

***The SUP meets the intent of the C-2 Zoning District and will be compatible with the surrounding uses.***

It is Staff's opinion that the request meets the criteria outlined in the RDC for an SUP. The added drive-through lane is not expected to have an adverse impact on adjacent properties and will be compatible with the surrounding commercial uses that are allowed by right in the C-2 Zoning District. Additionally, the proposed use's location on Lakeview Parkway, a high traffic volume corridor, away from any residential districts is an appropriate location for a drive-through restaurant and meets the intent of the C-2 Zoning District.

#### **Public Notice**

On May 9, 2016, a total of eight notices were mailed to property owners within 200 feet and a total of 18 courtesy notices were mailed to property owners within 500 feet. As of May 20, 2016, staff has not received any responses to the public hearing notices. Staff published the Legal Notice in the *Dallas Morning News* on May 11, 2016, and placed a zoning sign on the subject property on May 13, 2016, in accordance with the Rowlett Development Code.

#### **FISCAL IMPACT/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

Staff recommends approval of the request.

#### **ORDINANCE**

**AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, TO GRANT A SPECIAL USE PERMIT ALLOWING FOR THE CONSTRUCTION AND OPERATION OF A RESTAURANT WITH A DRIVE-THROUGH FACILITY FOR PROPERTY GENERALLY LOCATED AT 3505 LAKEVIEW PARKWAY, AND BEING DESCRIBED AS LOT 5, BLOCK 1, ASPI NO. 1, CITY OF ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE;**

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

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

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

**Section 1.** That the Comprehensive Zoning Ordinance and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended to grant a Special Use Permit to allow the development and use of a restaurant with a drive-through facility for property generally located at 3505 Lakeview Parkway, and being described as being Lot 5, Block 1, ASPI No. 1 Addition, City of Rowlett, Dallas County, Texas, and being more particularly described in Exhibit "A" attached hereto and incorporated herein (hereinafter the "Property").

**Section 2.** That the Property may be used for the construction and operation of a restaurant with a drive-through facility and shall be constructed in accordance with the plan attached hereto and incorporated herein as Exhibit "B."

**Section 3.** That the Property shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as heretofore amended, and as amended herein. The development, use and occupancy of the Property shall conform to the standards and regulations set forth in the Rowlett Development Code (Chapter 77 of the Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended. In the event of any conflict or inconsistency between the provisions of this ordinance and the provisions contained in any other provision of the Rowlett Development Code or other codes or ordinances of the City, the provisions of this ordinance shall control. In the event that this ordinance does not include a standard or regulation that is otherwise required for similar or comparable development or uses by the Rowlett Development Code or Code of Ordinances, then the standard or regulation required by the Development Code or other ordinance shall be applied to development and use of the Property.

**Section 4.** That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett

not in conflict with the provisions of this ordinance shall remain in full force and effect.

**Section 5.** An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**Section 6.** That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the comprehensive Zoning Ordinance as a whole.

**Section 7.** That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**Section 8.** This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

## **ATTACHMENTS**

Exhibit A – Legal Description

Exhibit B – Concept Plan

Attachment 1 – Location Map

Attachment 2 – Site Pictures

# JPH Land Surveying, Inc.

Dallas-Fort Worth ★ Austin ★ Abilene



## EXHIBIT "A"

### ZONING DESCRIPTION:

FIELD NOTES to that certain tract being all of Lot 5, Block 1 of A.S.P.I. No. 1 Addition, an addition in the City of Rowlett, Dallas County, Texas recorded in Volume 94122, Page 2989 of the Deed Records of Dallas County, Texas and land with State Highway No. 66; the subject tract being more particularly described by metes and bounds as follows:

**Beginning** at a Mag nail with a metal washer stamped "JPH Land Surveying" set on the west line of Lot 5, Block 1 of A.S.P.I. No. 1 Addition, recorded in Volume 94122, Page 2989 of the Deed Records of Dallas County, Texas, being the northwest corner of the tract described in the deed to the State of Texas recorded in Volume 96066, Page 1690 of the Deed Records of Dallas County, Texas;

THENCE with the perimeter of Lot 5, the following calls:

1. NORTH 00 Degrees 47 Minutes 35 Seconds WEST, a distance of 130.40 feet to a set 1/2 inch capped rebar stamped "JPH Land Surveying";
2. NORTH 43 Degrees 10 Minutes 05 Seconds EAST, a distance of 75.92 feet to a set Mag nail with a metal washer stamped "JPH Land Surveying";
3. NORTH 89 Degrees 09 Minutes 25 Seconds EAST, passing at a distance of 72.03 feet a found "+" in concrete curb, in all, a total distance of 172.00 feet to a found Screw in concrete;

THENCE SOUTH 01 Degree 02 Minutes 22 Seconds EAST, with the east line of Lot 5, passing at a distance of 185.00 feet to a set Mag nail with a metal washer stamped "JPH Land Surveying", on the north line of said The State of Texas Tract, from which a found "+" in concrete bears NORTH 89 Degrees 09 Minutes 25 Seconds EAST, a distance of 11.29 feet, continuing on said course, in all, a distance total of 263 feet more or less to the approximate center of State Highway No. 66;

THENCE SOUTH 89 Degrees 09 Minutes 25 Seconds WEST, along the approximate centerline of said State Highway No. 66, a distance of 225.83 feet;

THENCE NORTH 00 Degrees 47 Minutes 35 Seconds WEST, a distance of 78 feet more or less, returning to the **Point of Beginning** and enclosing 1.327 acres ((0.923 of an acre (40,205± square feet) being land not in State Highway No. 66)).

Jewel Chadd  
Registered Professional  
Land Surveyor No. 5754  
Firm #10019500  
jewel@jphls.com  
March 28, 2016  
Job No. 20160.009.002



### Dallas-Fort Worth

807 Bluebonnet Drive, Suite C  
Keller, Texas 76248  
(817)431-4971  
Firm #10019500

### Austin

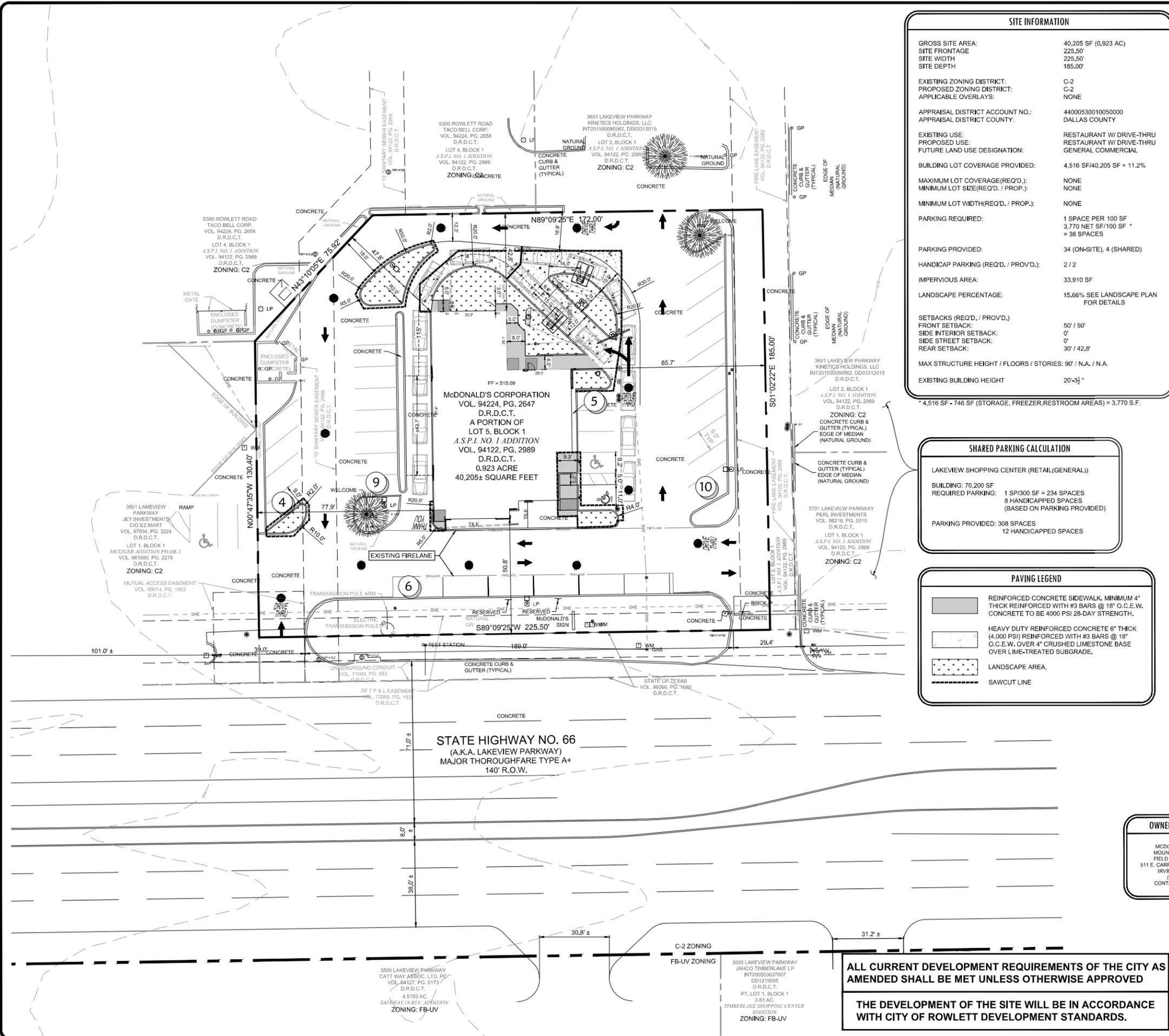
13563 W SH 29, Suite 4  
Liberty Hill, Texas 78642  
(512)778-5688  
Firm #10194073

### Abilene

500 Chestnut St. #1621  
Abilene, Texas 79602  
(325)672-7420  
Firm #10193867

WWW.JPHLANDSURVEYING.COM

FULL PATH: I:\projects\01102116\_281\_McDonalds - Rowlett, TX (2016) Lakeview\Drawings\Developer\Plan\Development Site Plan  
 PLOTTED BY: Heather Macomber  
 PLOT DATE: Thursday, May 19, 2016  
 PLOT TIME: 10:44:28 AM  
 FILENAME: Development Site Plan.dwg



SITE INFORMATION	
GROSS SITE AREA:	40,205 SF (0.923 AC)
SITE FRONTAGE:	225.50'
SITE WIDTH:	225.50'
SITE DEPTH:	185.00'
EXISTING ZONING DISTRICT:	C-2
PROPOSED ZONING DISTRICT:	C-2
APPLICABLE OVERLAYS:	NONE
APPRAISAL DISTRICT ACCOUNT NO.:	44000530010050000
APPRAISAL DISTRICT COUNTY:	DALLAS COUNTY
EXISTING USE:	RESTAURANT W/ DRIVE-THRU
PROPOSED USE:	RESTAURANT W/ DRIVE-THRU
FUTURE LAND USE DESIGNATION:	GENERAL COMMERCIAL
BUILDING LOT COVERAGE PROVIDED:	4,516 SF/40,205 SF = 11.2%
MAXIMUM LOT COVERAGE (REQ'D.):	NONE
MINIMUM LOT SIZE (REQ'D. / PROP.):	NONE
MINIMUM LOT WIDTH (REQ'D. / PROP.):	NONE
PARKING REQUIRED:	1 SPACE PER 100 SF 3,770 NET SF/100 SF * = 38 SPACES
PARKING PROVIDED:	34 (ON-SITE), 4 (SHARED)
HANDICAP PARKING (REQ'D. / PROV'D.):	2 / 2
IMPERVIOUS AREA:	33,910 SF
LANDSCAPE PERCENTAGE:	15.66% SEE LANDSCAPE PLAN FOR DETAILS
SETBACKS (REQ'D. / PROV'D.)	
FRONT SETBACK:	50' / 50'
SIDE INTERIOR SETBACK:	0'
SIDE STREET SETBACK:	0'
REAR SETBACK:	30' / 42.8'
MAX STRUCTURE HEIGHT / FLOORS / STORIES:	90' / N.A. / N.A.
EXISTING BUILDING HEIGHT:	20'-3 1/2"

SCALE: 1" = 20'

VICINITY MAP  
SCALE: 1" = 1000'

SHARED PARKING CALCULATION	
LAKEVIEW SHOPPING CENTER (RETAIL(GENERAL))	
BUILDING: 70,200 SF	1 SP/300 SF = 234 SPACES
REQUIRED PARKING:	8 HANDICAPPED SPACES (BASED ON PARKING PROVIDED)
PARKING PROVIDED:	308 SPACES 12 HANDICAPPED SPACES

PAVING LEGEND	
	REINFORCED CONCRETE SIDEWALK, MINIMUM 4" THICK REINFORCED WITH #3 BARS @ 18" O.C.E.W. CONCRETE TO BE 4000 PSI 28-DAY STRENGTH.
	HEAVY DUTY REINFORCED CONCRETE 6" THICK (4,000 PSI) REINFORCED WITH #3 BARS @ 18" O.C.E.W. OVER 4" CRUSHED LIMESTONE BASE OVER LIME-TREATED SUBGRADE.
	LANDSCAPE AREA.
	SAWCUT LINE

LEGEND	
	FLAG POLE (EXISTING)
	LIGHT STANDARD (15' CLEAR FROM ALL OVERHEAD UTILITY LINES) (24" CLEAR FROM BACK OF CURB)
	ROAD SIGN (EXISTING MONUMENT)
	POWER POLE
	DETECTOR LOOP (LOCATION TO BE APPROVED BY McDONALD'S)
	*CIRCLE / ARROW - COLOR : YELLOW
	ARROW PATH DIRECTION - COLOR : WHITE

**SURVEYOR:**  
 ROBERT A. HANSEN, R.P.L.S.  
 JPH LAND SURVEYING, INC.  
 13563 WEST S.H. 29, SUITE 4  
 LIBERTY HILL, TEXAS 78642  
 (512) 778-5688

**OWNER INFORMATION**  
 McDONALD'S USA, LLC  
 MOUNTAIN SOUTHWEST  
 FIELD EXECUTION TEAM  
 511 E. CARPENTER FRWY., STE. 375  
 IRVING, TEXAS 75062  
 (972) 868-5348  
 CONTACT: LEE MORRIS

**PROPERTY OWNER:**  
 McDONALD'S CORPORATION  
 VOL. 94224, PG. 2647  
 D.R.D.C.T.

**ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS OTHERWISE APPROVED**

**THE DEVELOPMENT OF THE SITE WILL BE IN ACCORDANCE WITH CITY OF ROWLETT DEVELOPMENT STANDARDS.**

**McDONALD'S RESTAURANT DEVELOPMENT PLAN**  
 CASE NO.: 3505 LAKEVIEW PARKWAY (S.H. 66)  
 LOCATED IN PORTION OF LOT 5, BLOCK 1 A.S.P.I. NO. 1 ADDITION ROWLETT, DALLAS COUNTY, TEXAS  
 SUBMITTED: 04/12/2016  
 REVISED: \_\_\_\_\_

ADAMS JOB NO.: 2015-185	TYPE REGISTRATION #: F-1002
<b>Adams</b> 8951 Cypress Waters Blvd, Suite 150 • Dallas, Texas 75019 • (817) 328-3300	
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW, AGENCY APPROVAL, AND COMMENT UNDER THE AUTHORITY OF ELAINE S. PICKERING, P.E., REGISTRATION No. 106999, ON 05/19/16. THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.	
McDONALD'S U.C. (S.A. 1647)	3147 S. 14th. ST. ABILENE, TEXAS
OFFICE: MOUNTAIN SOUTHWEST FIELD EXECUTION TEAM	ADDRESS: KROC DRIVE - OAK BROOK, ILLINOIS 60521
PLAN APPROVALS	CO-SIGN SIGNATURES
SIGNATURE (2 REQUIRED)	DATE
DESIGNED	DATE
DRAWN	DATE
CHECKED	DATE
AS-BUILT	
<b>DEVELOPMENT PLAN</b>	
<b>1</b>	



McDonald's 3505 Lakeview Parkway

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McDonald's 3505 Lakeview Parkway



**McDonald's 3505 Lakeview Parkway**

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## City of Rowlett Staff Report

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

**AGENDA DATE:** 06/07/2016

**AGENDA ITEM:** 8D

### **TITLE**

Consider a resolution approving a request to allow an alternative building material for a McDonald's restaurant located at 3505 Lakeview Parkway further described as being Lot 5, Block 1 of ASPI No. 1 Addition, City of Rowlett, Dallas County, Texas. (ABM112-2016).

### **STAFF REPRESENTATIVE**

Garrett Langford, AICP, Principal Planner

### **SUMMARY**

This is an Alternative Building Material (ABM) request to allow McDonalds to use engineered aluminum materials (Attachment 1 – Statement of Intent) as an exterior material on their existing restaurant located at 3505 Lakeview Parkway (Attachment 2 - Location Map). Pursuant to Section 77-507.C.2 of the Rowlett Development Code (RDC), commercial construction requires 100 percent masonry on the exterior. Alternative materials such as aluminum may be allowed after a recommendation by the Planning and Zoning Commission and approval by City Council. This item is related to item 8C, the Special Use Permit for McDonald's. Both items will be presented together; however, each item will be acted on separately.

### **BACKGROUND INFORMATION**

The applicants are proposing to remodel the existing McDonald's at 3505 Lakeview Parkway that will include adding a second drive-through lane and changing the exterior appearance of the restaurant. The applicants are proposing to replace the existing mansard roof profiles (Attachment 3 – Site Pictures) with a parapet that will consist of a corrugated metal banding along with aluminum louvers placed over the storefront glazing (Exhibit B – Architectural Elevations). The rest of the elevation will consist of stone, stucco and split-face CMU. According to the applicant, the intent of the metal materials is to provide architectural detail to the façade that is consistent with McDonald's branding. The metal materials are being proposed as an accent material to the other masonry materials on the building elevations.

The Planning and Zoning Commission unanimously recommended approval of this item at their May 24, 2016, regular meeting. The item was discussed under Item C3, which can be viewed at the following link: <http://rowlettx.swagit.com/play/05242016-1485>.

### **DISCUSSION**

The building requirements are in Section 77-507.C.2 of the RDC which state the following:

2. Building materials. The following standards apply to all development subject to this section. Other exterior materials may be allowed by recommendation of the planning and zoning commission and approval of the city council.
  - a) Buildings shall be 100 percent masonry construction per elevation, exclusive of roofs, doors, and windows.
  - b) A minimum 20 percent of each elevation's masonry requirement shall incorporate accent bricks or stones. If accent bricks or stones are used to accent windows, doorways, porticos, porte cocheres, canopies, awnings, or support structures, such application shall only satisfy a maximum of one-half of the required 20 percent per elevation. As the term is used in this subsection, an "accent brick or stone" is one that provides a contrast by color of the natural material or stucco, shape, size, and/or texture to the field or primary bricks or stones in an elevation. One hundred percent (100%) masonry exterior construction is required:

The purpose of the code is outlined in Section 77-507.A. of the RDC which states:

This section is intended to promote high-quality non-residential building design, encourage visual variety in non-residential areas of the city, foster a more human scale and attractive street fronts, project a positive image to encourage economic development in the city, and protect property values of both the subject property and surrounding areas. In addition, this section intends to create a distinct image for important or highly visible areas of the city in order to enhance the public image of the city and encourage high quality economic development.

The RDC's architectural requirements are intended to use high quality, long lasting masonry materials such as brick, stone, split-faced CMU, and three-quarter inch stucco. The metal materials do not meet the intent of the masonry requirements; however, the proposed materials are being used as accent materials to accomplish a specific design on all four sides of the building that is consistent with McDonald's branding for its restaurants. Staff is supportive of the request.

#### **FISCAL IMPACT/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

Staff recommends the approval of the request.

#### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, GRANTING A MINOR MODIFICATION TO ALLOW FOR ALTERNATE EXTERIOR BUILDING MATERIALS FOR MCDONALD'S GENERALLY LOCATED AT 3505 LAKEVIEW PARKWAY, BEING FURTHER DESCRIBED AS BEING LOT 5, BLOCK 1, ASPI NO. 1 ADDITION, CITY OF ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City of Rowlett, have given the requisite notices by publication and otherwise, and where the governing body have legislative discretion and has concluded that this resolution is in the best interest of the City of Rowlett;

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

**Section 1:** That the structure constructed by McDonald's located at 3505 Lakeview Parkway, further described as being Lot 5, Block 1, ASPI No. 1 Addition, City of Rowlett, Dallas County, Texas, and being more particularly described in Exhibit "A" attached hereto and incorporated herein (hereinafter the "Property"), be and is hereby granted a minor modification from the 100% masonry building exterior requirements to allow for alternate exterior building materials, specifically to allow corrugated metal and aluminum louvers, as shown on Exhibit "B," Architectural Elevations.

**Section 2:** That should any sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this resolution as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal, or unconstitutional.

**Section 3:** That this resolution shall take effect immediately from and after its passage and the publication of the caption of said resolution as the law in such case provides.

#### **ATTACHMENTS**

Exhibit A – Legal Description

Exhibit B – Architectural Elevations

Attachment 1 – Statement of Intent

Attachment 2 – Location Map

Attachment 3 – Site Pictures

# JPH Land Surveying, Inc.

Dallas-Fort Worth ★ Austin ★ Abilene



## EXHIBIT "A"

### ZONING DESCRIPTION:

FIELD NOTES to that certain tract being all of Lot 5, Block 1 of A.S.P.I. No. 1 Addition, an addition in the City of Rowlett, Dallas County, Texas recorded in Volume 94122, Page 2989 of the Deed Records of Dallas County, Texas and land with State Highway No. 66; the subject tract being more particularly described by metes and bounds as follows:

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THENCE SOUTH 89 Degrees 09 Minutes 25 Seconds WEST, along the approximate centerline of said State Highway No. 66, a distance of 225.83 feet;

THENCE NORTH 00 Degrees 47 Minutes 35 Seconds WEST, a distance of 78 feet more or less, returning to the **Point of Beginning** and enclosing 1.327 acres ((0.923 of an acre (40,205± square feet) being land not in State Highway No. 66)).

Jewel Chadd  
Registered Professional  
Land Surveyor No. 5754  
Firm #10019500  
jewel@jphls.com  
March 28, 2016  
Job No. 20160.009.002



#### Dallas-Fort Worth

807 Bluebonnet Drive, Suite C  
Keller, Texas 76248  
(817)431-4971  
Firm #10019500

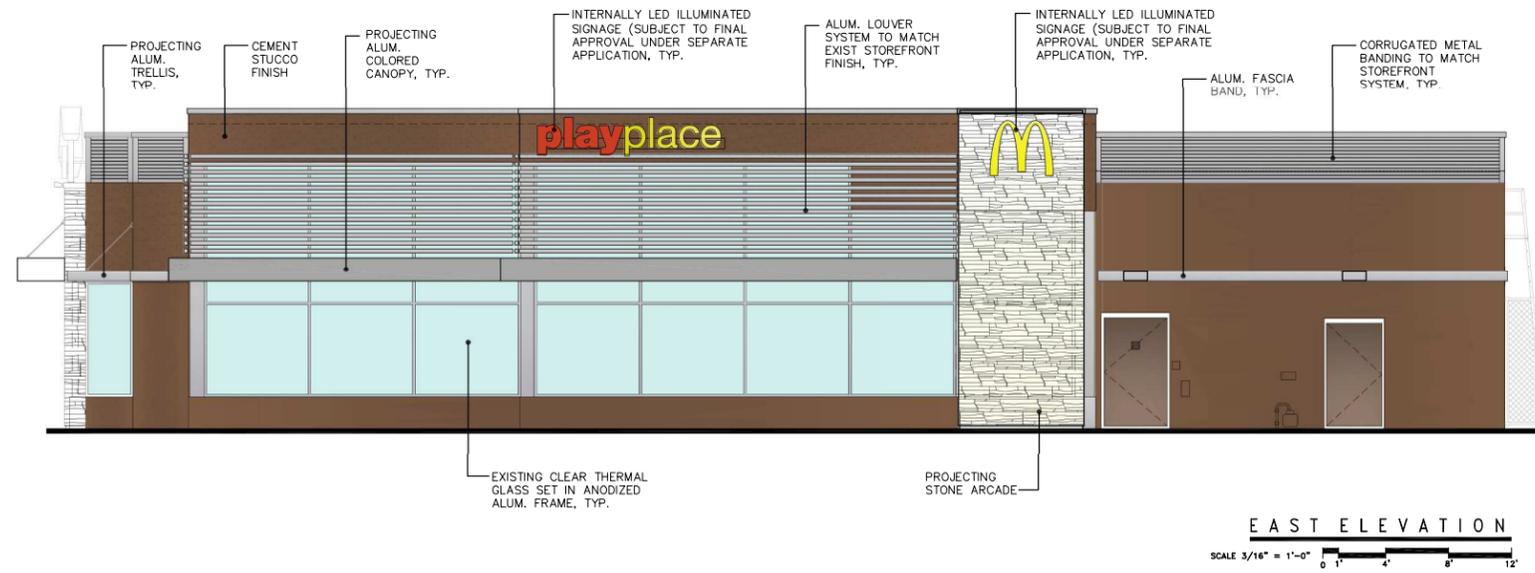
#### Austin

13563 W SH 29, Suite 4  
Liberty Hill, Texas 78642  
(512)778-5688  
Firm #10194073

#### Abilene

500 Chestnut St. #1621  
Abilene, Texas 79602  
(325)672-7420  
Firm #10193867

WWW.JPHLANDSURVEYING.COM

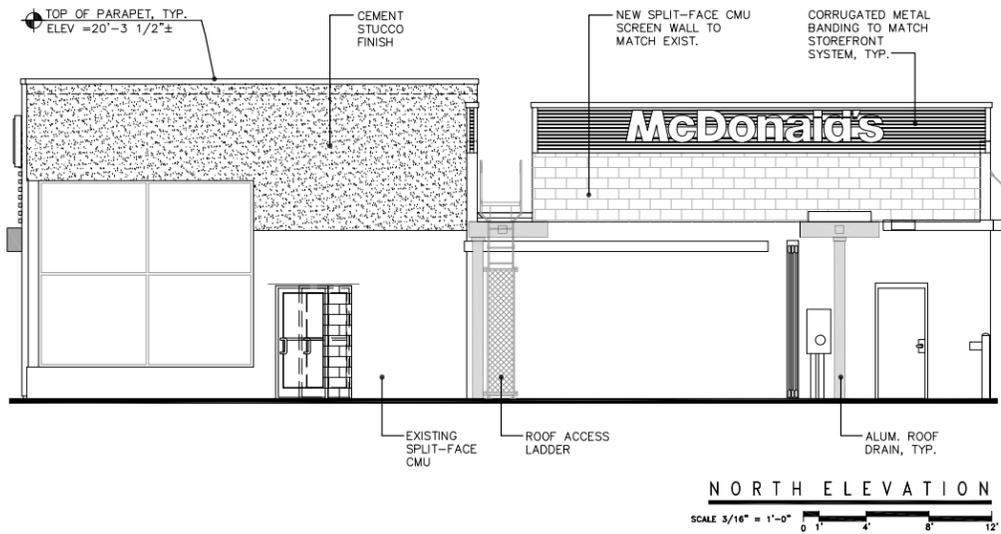


MATERIALS/ELEMENTS

- STONE  
MFG (ADHERED) STONE BY BORAL STONE PRODUCTS "SOUTHWEST PRO-FIT LEDGESTONE"
- PROJECTING TRELLIS  
CLEAR ANODIZED ALUMINUM
- PROJECTING CANOPY  
ALUMINUM CANOPY SYSTEM (COLOR: GOLD)
- PAINT  
HM DOORS—BENJAMIN MOORE (COLOR TO MATCH SURROUNDING MASONRY)
- STOREFRONT SYSTEM  
CLEAR ANODIZED ALUMINUM
- CORRUGATED METAL  
CITYSCAPE (GALVALUME) BY METAL-ERA
- CMU  
SPLIT-FACE UNITS

FACADE COMPUTATIONS  
(NET AREA EXCLUDES FENESTRATION)

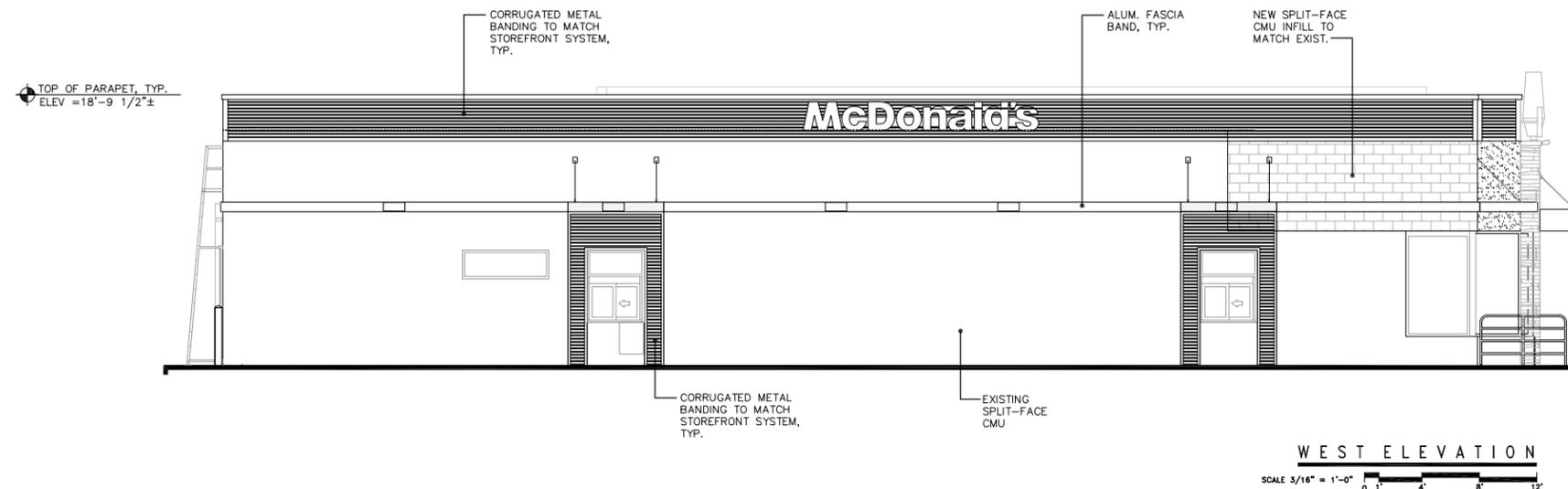
- EAST ELEVATION (91 L.F.)  
GROSS AREA: 1805 SF  
NET AREA: 1078 SF  
MASONRY (CMU) = 595 (55%)  
MASONRY (STONE) = 158 (15%)  
METAL (PARAPET BANDING/METAL COPING) = 104 (10%)  
STUCCO = 221 (20%)
- NORTH ELEVATION (61 L.F.)  
GROSS AREA: 1169 SF  
NET AREA: 956 SF  
MASONRY (CMU) = 656 (69%)  
MASONRY (STONE) = 656 (69%)  
OTHER (METAL PARAPET BANDING/METAL COPING) = 85 (9%)  
STUCCO = 215 (22%)
- SOUTH ELEVATION (61 L.F.)  
GROSS AREA: 1196 SF  
NET AREA: 664 SF  
MASONRY (CMU) = 195 (29%)  
MASONRY (STONE) = 0 (0%)  
OTHER (METAL PARAPET BANDING/METAL COPING) = 120 (18%)  
STUCCO = 125 (19%)
- WEST ELEVATION (91 L.F.)  
GROSS AREA: 1718 SF  
NET AREA: 1620 SF  
MASONRY (CMU) = 1321 (82%)  
MASONRY (STONE) = 20 (1%)  
OTHER (METAL PARAPET BANDING/METAL COPING) = 260 (16%)  
STUCCO = 19 (1%)



NORTH ELEVATION  
SCALE 3/16" = 1'-0"



SOUTH ELEVATION  
SCALE 3/16" = 1'-0"



WEST ELEVATION  
SCALE 3/16" = 1'-0"



**McDonald's**  
3505 LAKEVIEW PARKWAY  
ROWLETT, TX

ZONING EXHIBIT

APRIL 08, 2016  
REVISED 5.9.16 PER 1ST SUBMITTAL COMMENTS

BUILDING FACADE/ ELEVATION PLAN

OWNER:  
MCDONALD'S USA, LLC  
511 E. JOHN CARPENTER FRWY, SUITE 375  
IRVING, TX 75062  
ATTENTION: LEE MORRIS  
PH: 972-869-1888  
lee.morris@us.mcd.com

ARCHITECT:  
LARSEN + ASSOCIATES ARCHITECTS, INC  
3311 ELM STREET, SUITE 201  
DALLAS, TX 75226  
ATTN: DAVID E. LARSEN  
214-939-3908  
dlarsen@dlarsenarchitects.com

SUBDIVISION: ASPI #1  
ADDRESS: 3505 LAKEVIEW PARKWAY

LARSEN + ASSOCIATES ARCHITECTS, INC.  
3311 ELM STREET, SUITE 201, DALLAS, TEXAS 75226  
PH: (214) 939-3908  
FAX: (214) 939-3907  
WWW.LARSENARCHITECTS.COM  
REGISTRATION: NEW MEXICO NEWADA NORTH CAROLINA OHIO OKLAHOMA TEXAS WASHINGTON

LTR  
MAJOR REMODEL PROGRAM  
SITE ID  
042-1058  
3505 LAKEVIEW PARKWAY

ANGX1HM  
ELEVATIONS

ALL RIGHTS RESERVED. THESE DRAWINGS, IDEAS, DESIGN, AND ARRANGEMENTS REPRESENTED THEREIN ARE AND SHALL REMAIN THE PROPERTY OF THE ARCHITECT AND OWNER. NO PARTS THEREOF SHALL BE REPRODUCED, COPIED, ADAPTED, DISCLOSED, OR DISTRIBUTED TO OTHERS, SOLD, PUBLISHED, OR OTHERWISE USED WITHOUT PRIOR WRITTEN CONSENT. VISUAL CONTACT WITH THESE DRAWINGS OR SPECIFICATIONS SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF THESE RESTRICTIONS.

13 May, 2016

Garrett Langford, AICP  
Department of Development Services  
Rowlett, TX

Re:  
McDonald's Restaurant  
3505 Lakeview Parkway  
Alternative Building Materials

First constructed nearly 22 years ago, the existing restaurant envelope and overall massing is unrepresentative of our current new-store and major remodel image. To the extent the existing restaurant is non-conforming under current ordinance, we are requesting your consideration to allow the use of the engineered aluminum materials presented in our proposed façade plan.

We integrate engineered aluminum components in each of our designs to ensure brand identity. The canopies and louvers respond effectively to environmental conditions and meet our rigid standards for life-cycle performance. These coated products are unique to McDonald's system and have successfully performed in all climactic conditions throughout our US market.

Specifically, we proposed to demolish the mansard roof profiles and introduce the projecting aluminum trellis elements with tie-backs along with articulated aluminum parapet banding. We believe the strategic use of these materials not only conveys a contemporary vibe contextual to this urban environment, but helps to create interesting facades.

The undulating pattern and rhythm of the aluminum parapet banding will reduce the large facades of two dimensional masonry.

The integration of aluminum solar louvers along a portion of the expansive storefronts will enhance the otherwise lifeless façades and serve to reduce summer cooling demand.

**Larsen Development Services**

( David E. Larsen + Associates Architects, Incorporated )

Ste 201; 3311 Elm Street; Dallas, Texas 75226 P: (214) 939-3908 F: (214) 939-3907 [dlarsen@dlarsenarchitects.com](mailto:dlarsen@dlarsenarchitects.com)

Architectural Registrations : Arizona California Colorado Florida Georgia Illinois Indiana Kansas Louisiana  
New Mexico Nevada North Carolina Ohio Oklahoma Oregon Texas Washington



McDonald's 3505 Lakeview Parkway

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McDonald's 3505 Lakeview Parkway



**McDonald's 3505 Lakeview Parkway**

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**City of Rowlett**  
**Staff Report**

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

**AGENDA DATE:** 06/07/2016

**AGENDA ITEM:** 8E

**TITLE**

Consider a resolution approving a request to allow an alternative building material for a proposed addition located at 5602 Miller Heights Drive, further described as a 0.43 acre tract situated in the Thomas Lumley Abstract No. 789, City of Rowlett, Dallas County, Texas (DP114-2016).

**STAFF REPRESENTATIVE**

Garrett Langford, AICP, Principal Planner

**SUMMARY**

This is an Alternative Building Material (ABM) request to construct an addition to an existing single-family home utilizing metal as its exterior material. Pursuant to Section 77-508.C.A of the Rowlett Development Code (RDC), new single-family construction requires 100 percent brick and/or stone exterior. Alternative materials such as metal may be recommended by the Planning and Zoning Commission and may be approved by the City Council.

The Planning and Zoning Commission recommended approval of this item at their May 10, 2016, regular meeting on 6-1 vote with Chairman Dr. Michael Lucas dissenting. The item was discussed under Item C2, which can be viewed at the following link: <http://rowlettx.swagit.com/play/05102016-1149>. This item was placed on the City Council agenda for individual consideration instead of the consent agenda due to it not receiving unanimous recommendation from the Planning and Zoning Commission.

**BACKGROUND INFORMATION**

The subject property is located at 5602 Miller Heights Drive, (Attachment 1 - Location Map) and is zoned Single Family Residential – 10. The applicants, Caleb and Jennifer Coleman, are proposing an addition to their existing home that will include a storage area, a studio, and a deck that will have a metal exterior (Exhibit A – Applicant’s Request and Elevations). The existing home is a 1,128 square-foot home with a brick veneer and wood siding (Attachment 2 – Site Pictures).

The applicants are proposing an addition that will include a deck connecting the existing home to two metal shipping containers. The container on the bottom will be used as a storage area while the container on top of the deck will be used as an art studio. The applicants proposed that the addition will match the modern architecture of their house. The exterior of the containers will be painted to match the existing home. Staff is not aware of another project within the City of Rowlett where shipping containers are used as part of a house addition. However, there are examples outside of the City where shipping containers are used in residential construction. The applicant provided pictures showing examples of shipping containers used as a building (Attachment 3 – Shipping Container Examples).

The subject property is located near the end of Miller Heights Drive which is a dead street located on the east side of President George Bush Tollway and south of the Rowlett High School. The custom built homes along Miller Heights consist of different architecture styles consisting of brick, stone and stucco (Attachment 4 – Homes on Miller Heights Drive).

## **DISCUSSION**

Per Section 77-508.C.1 of the RDC, 100 percent masonry exterior construction is required:

- “(a) Buildings shall be of 100 percent brick and/or stone masonry construction per elevation, exclusive of roofs, doors, windows, dormers, and gables over the entrance of an extended garage. All chimneys shall be of masonry construction in conformance and compliance with current building codes. Masonry chimney construction visible from the outside of the structure shall be of masonry units of brick or stone similar in appearance to the masonry utilized for the exterior elevations of the structure.*
- “(b) Alternatives to masonry construction may be recommended by the planning and zoning commission and may be approved by the city council.”*

The intent of the code is outlined in Section 77-508.A. of the RDC, “The standards of this section are intended to promote high-quality residential development and construction; protect property values; encourage visual variety and architectural compatibility; and promote an integrated character for Rowlett's neighborhoods.” Although the materials do not meet the code, the intent is met because of the durability and the curb appeal of the materials as part of a modern design. The homes on Miller Heights Drive are custom built and there is no uniformity in architecture style. Therefore, it is staff’s opinion that in this situation, the request for a metal exterior in order to achieve the property owners’ desired architectural style is appropriate.

## **FISCAL IMPACT/BUDGET IMPLICATIONS**

N/A

## **RECOMMENDED ACTION**

Staff recommends approval.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, GRANTING A MINOR MODIFICATION TO ALLOW FOR ALTERNATE EXTERIOR BUILDING MATERIALS FOR A SINGLE FAMILY HOME LOCATED AT 5602 MILLER HEIGHTS DRIVE, FURTHER DESCRIBED AS BEING 0.43 ACRES IN THE THOMAS LUMLEY ABSTRACT, NO. 789, ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City of Rowlett, have given the requisite notices by publication and otherwise, and where

the governing body have legislative discretion and has concluded that this resolution is in the best interest of the City of Rowlett;

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

**Section 1:** That a single family home located at 5602 Miller Heights Drive, further described as being 0.43 acres in the Thomas Lumley Abstract, No. 789, Rowlett, Dallas County, Texas, be and is hereby granted a minor modification from the 100% brick and/or stone masonry building exterior requirements to allow an addition with an alternate exterior building material, specifically to allow metal as shown on Exhibit "A," Elevations, attached hereto and incorporated herein.

**Section 2:** That should any sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this resolution as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal, or unconstitutional.

**Section 3:** That this resolution shall take effect immediately from and after its passage and the publication of the caption of said resolution as the law in such case provides.

**ATTACHMENTS**

Exhibit A – Building Elevations

Attachment 1 – Location Map

Attachment 2 – Site Pictures

Attachment 3 – Shipping Container Examples

Attachment 4 – Existing Homes on Miller Heights

# 5602 MILLER HEIGHTS DR. ROWLETT, TEXAS



**1** SITE LOCATION MAP  
NO SCALE

## BUILDING FACADE / ELEVATION PLAN

OWNER	CONTRACTOR	PROPERTY
CALEB & JENNIFER COLEMAN	MODERN CRAFT CONSTRUCTION, LLC.	5602 MILLER HEIGHTS DRIVE
5602 MILLER HEIGHTS DRIVE	2102 FM 1141	ROWLETT, TEXAS 75088
ROWLETT, TEXAS 75088	ROCKWALL, TEXAS 75087	THOMAS LUMLEY ABSTRACT NO. 789
	PH (214) 477-7443	TR 16 0.433 ACRES
	CONTACT:	
	WILEY GILLIAM	
	WILEY@MODERNCRAFTLLC.COM	

### SUBMISSION/REVISION DATES

SUBMISSION: APRIL 4, 2016



# MODERN CRAFT

## Letter of Intent

April 4, 2016

City of Rowlett, Texas  
3901 Main Street  
Rowlett, TX 75030

This letter is submitted on behalf of the Coleman family to provide a typewritten statement as to the nature and intent of the variance that is being requested for the residence located at 5602 Miller Heights Drive, Rowlett TX. The property is approximately .43 acres which includes a small wood-siding two story home and patio with storage space underneath. Wiley Gilliam, owner of Modern Craft Construction LLC, will represent the Coleman family for all purposes relative to the variance application.

Specific section of the zoning ordinance in question is the Masonry Ordinance (No. 03-16-04A) which states:

Per ordinance "Building shall be 100% brick or stone masonry construction per elevation, exclusive of roofs, doors, windows, dormers and gables over the entrance of an extruded garage."

### Our Variance Request:

We respectfully request that a variance be granted to allow an addition of space to this site be built of a non-masonry material. The existing structure is a small wood-siding structure with a modern motif, which will not be altered in any way. The proposed addition of storage space and art studio is to be constructed of shipping containers which will architecturally match the existing home's modern exterior and will be located at the back side of the property, away from the street. It is the intent of the homeowner to keep their existing home as the focus of their property and to create additional functional space while maintaining similar exterior aesthetics. As such, the containers, which comprise this new addition, will be painted to identically match the current home and will blend completely. Should the variance be granted, Modern Craft Construction LLC will provide proper architectural drawings, structural engineering and any additional documentation required to obtain building permits for the structure.

Wiley Gilliam  
Modern Craft Construction, LLC  
2102 FM 1141  
Rockwall, TX 75087  
(214) 477-7443

P 214 477 7443

2102 FM 1141, Rockwall TX 75087

F 972 722 4310

BUILDING FACADE / ELEVATION PLAN

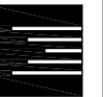
Date: 4-4-2016

Description: Remodel / Addition

COLEMAN RESIDENCE

5602 MILLER HEIGHTS DRIVE  
ROWLETT, TEXAS 75088

Modern Craft Construction, LLC  
2102 FM 1141, Rockwall TX 75087

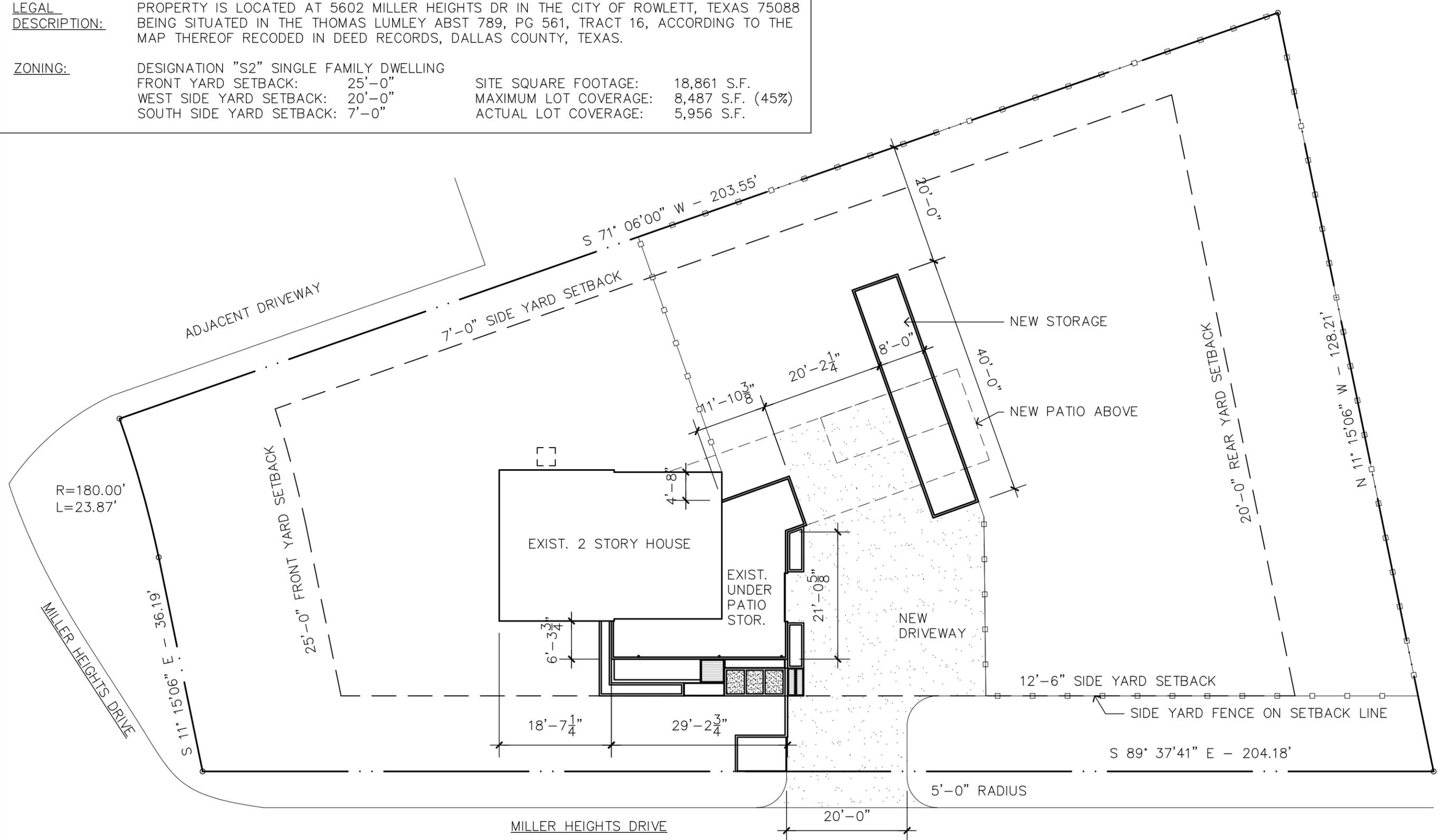


**DESCRIPTION OF PROPERTY:**

LEGAL DESCRIPTION: PROPERTY IS LOCATED AT 5602 MILLER HEIGHTS DR IN THE CITY OF ROWLETT, TEXAS 75088 BEING SITUATED IN THE THOMAS LUMLEY ABST 789, PG 561, TRACT 16, ACCORDING TO THE MAP THEREOF RECORDED IN DEED RECORDS, DALLAS COUNTY, TEXAS.

ZONING: DESIGNATION "S2" SINGLE FAMILY DWELLING  
 FRONT YARD SETBACK: 25'-0"  
 WEST SIDE YARD SETBACK: 20'-0"  
 SOUTH SIDE YARD SETBACK: 7'-0"

SITE SQUARE FOOTAGE: 18,861 S.F.  
 MAXIMUM LOT COVERAGE: 8,487 S.F. (45%)  
 ACTUAL LOT COVERAGE: 5,956 S.F.



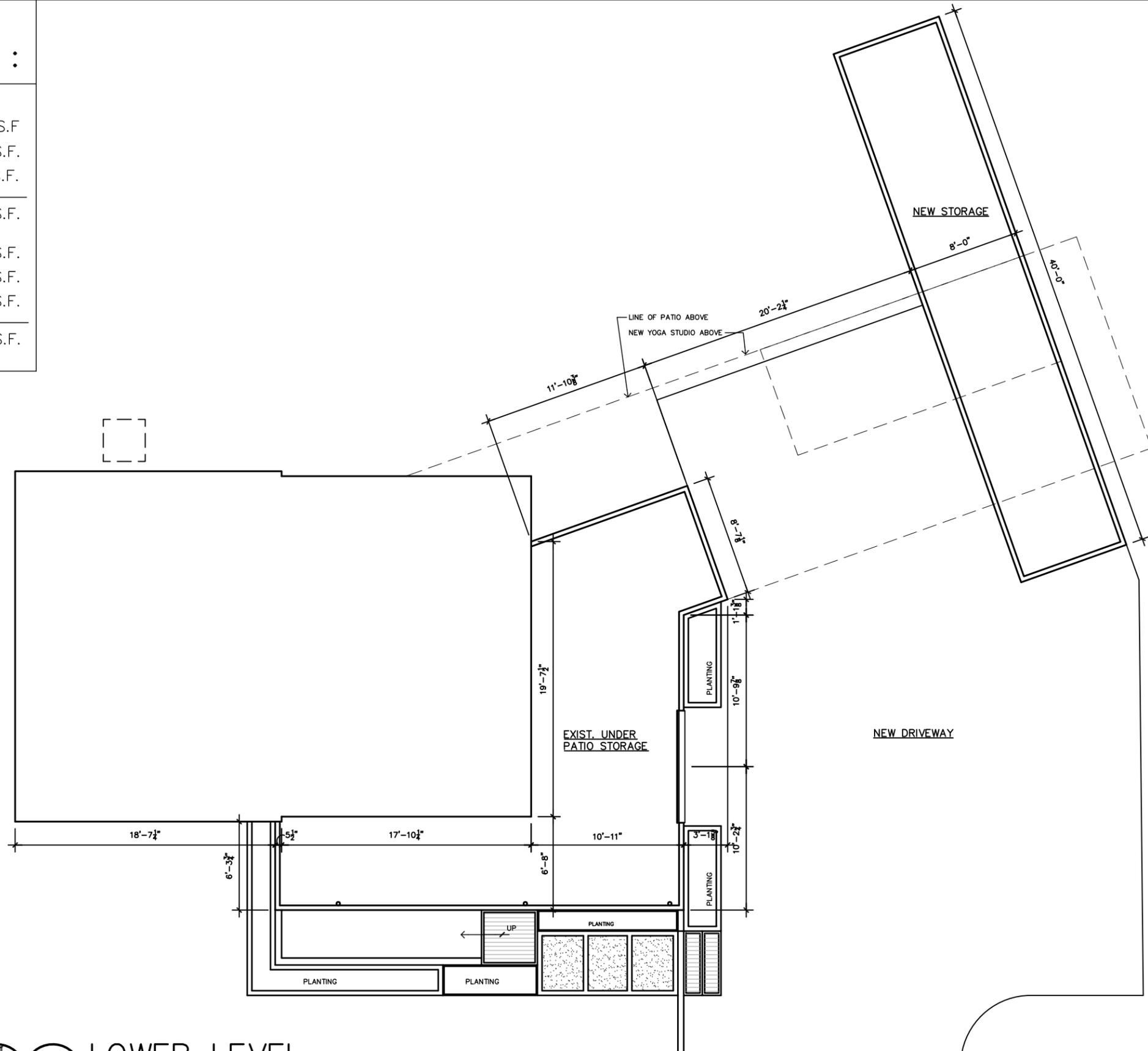
**2 SITE PLAN**

SCALE: 1/16" = 1'-0"

BUILDING FACADE / ELEVATION PLAN	
Date:	4-4-2016
Description:	Remodel / Addition
COLEMAN RESIDENCE	
5602 MILLER HEIGHTS DRIVE ROWLETT, TEXAS 75088	
Modern Craft Construction, LLC 2102 FM 1141, Rockwall TX 75087	

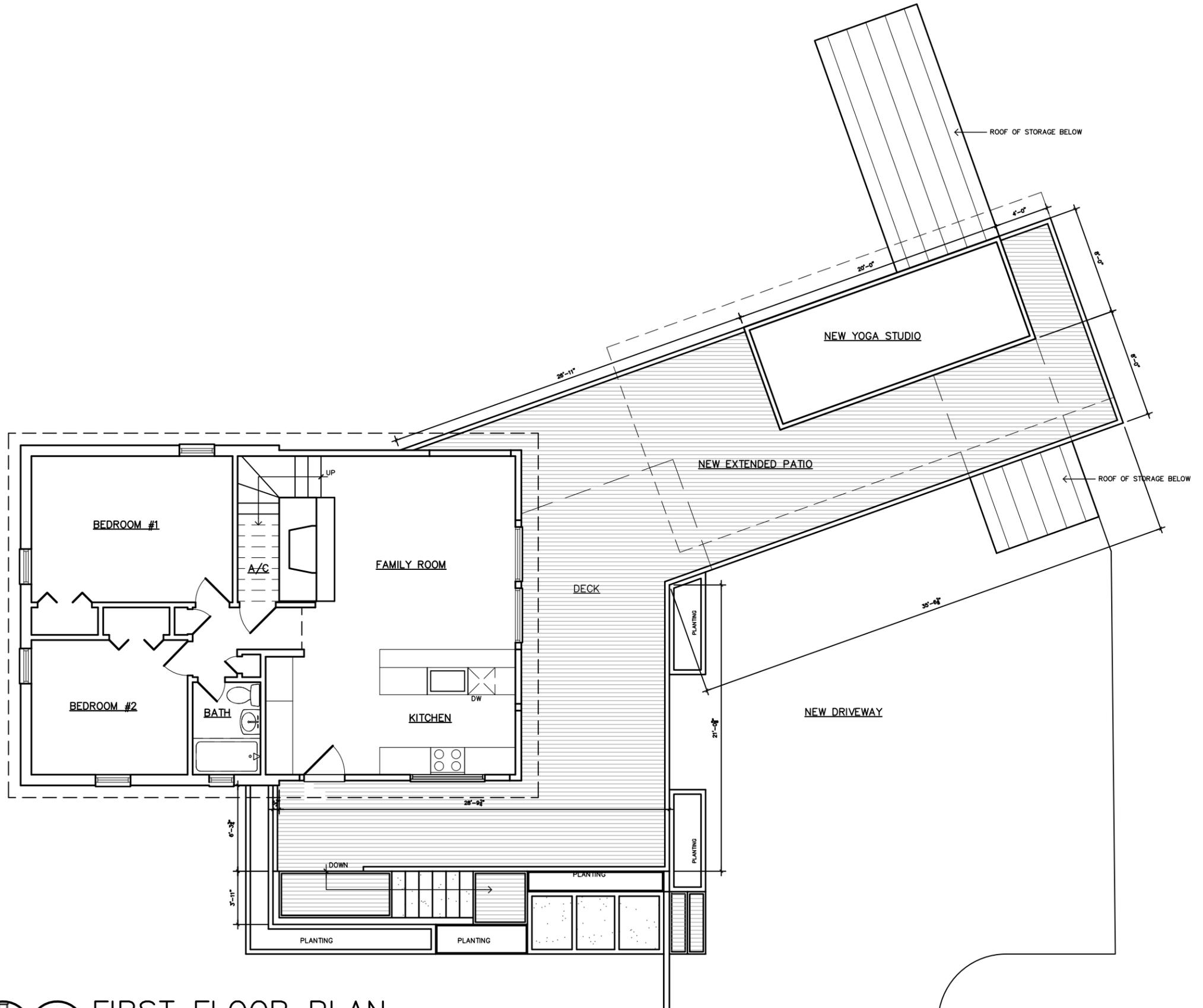
# AREA CALCULATIONS:

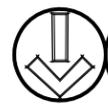
<u>AREAS:</u>	
LOWER LEVEL STORAGE ADDITION SQ. FT.:	320 S.F.
FIRST FLOOR YOGA STUDIO ADDITION SQ. FT.:	160 S.F.
PATIO ADDITION SQ. FT.:	363 S.F.
<hr/>	
TOTAL HOUSE SQ FT:	843 S.F.
<hr/>	
EXISTING FIRST FLOOR HOUSE SQ. FT.:	910 S.F.
EXISTING SECOND FLOOR HOUSE SQ. FT.:	310 S.F.
EXISTING PATIO SQ. FT.:	530 S.F.
<hr/>	
TOTAL UNDER ROOF SQ FT:	2,283 S.F.



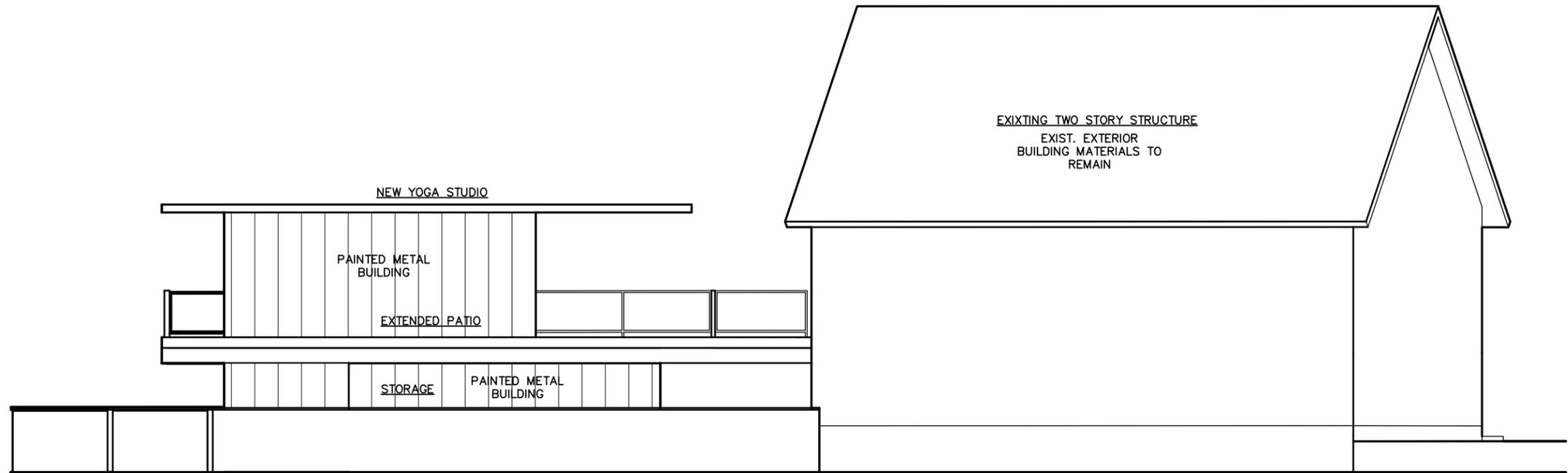
**3 LOWER LEVEL**  
 SCALE: 1/8" = 1'-0"

BUILDING FACADE / ELEVATION PLAN	
Date:	4-4-2016
Description:	Remodel / Addition
COLEMAN RESIDENCE 5602 MILLER HEIGHTS DRIVE ROWLETT, TEXAS 75088	
Modern Craft Construction, LLC 2102 FM 1141, Rockwall TX 75087	

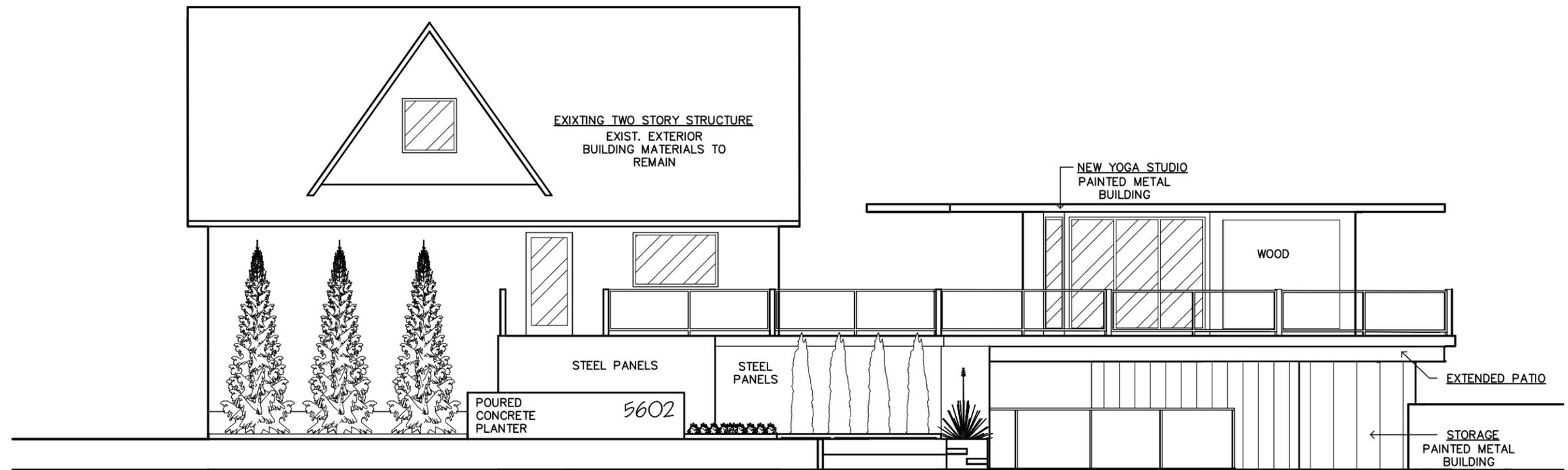



4
**FIRST FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"

BUILDING FACADE / ELEVATION PLAN	
Date: 4-4-2016	Description: Remodel / Addition
COLEMAN RESIDENCE 5602 MILLER HEIGHTS DRIVE ROWLETT, TEXAS 75088	
Modern Craft Construction, LLC 2102 FM 1141, Rockwall TX 75087	



**6 SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0"



**5 NORTH ELEVATION (EXISTING STRUCTURE W/ ADDITION IN BACKGROUND)**  
SCALE: 1/8" = 1'-0"

BUILDING FACADE / ELEVATION PLAN

Date: 4-4-2016

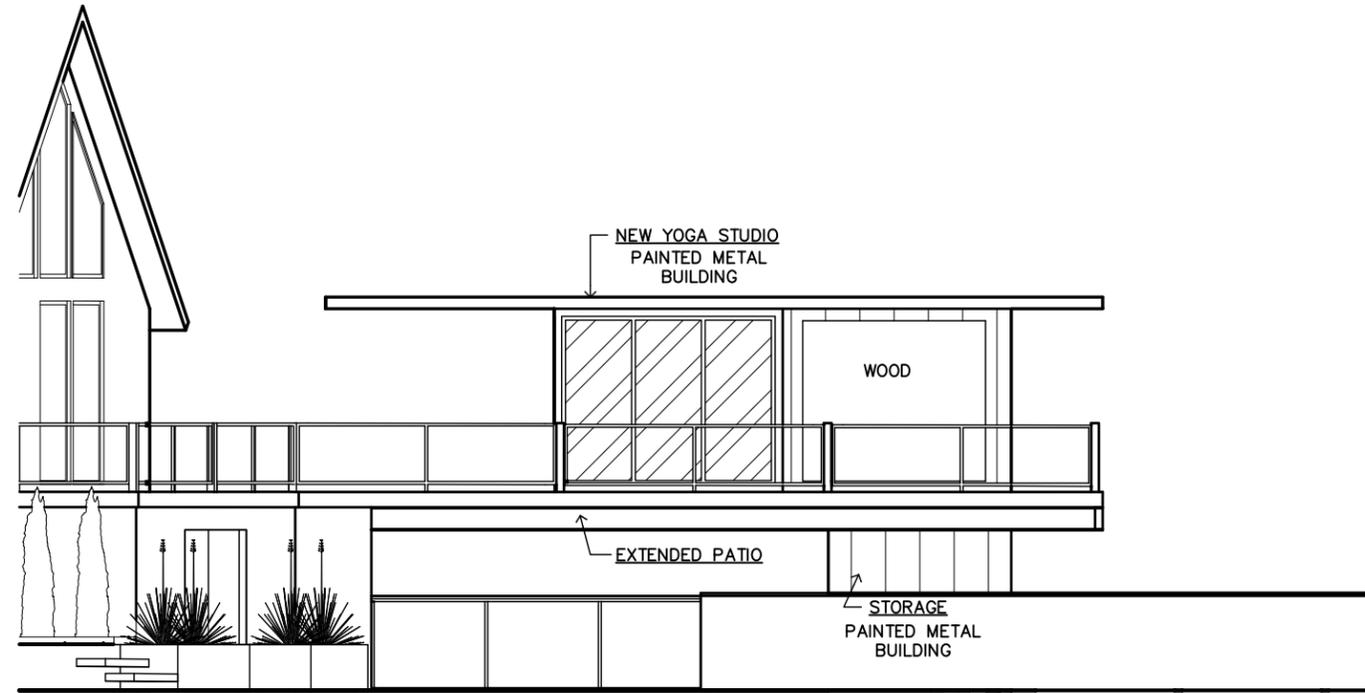
Description: Remodel / Addition

COLEMAN RESIDENCE

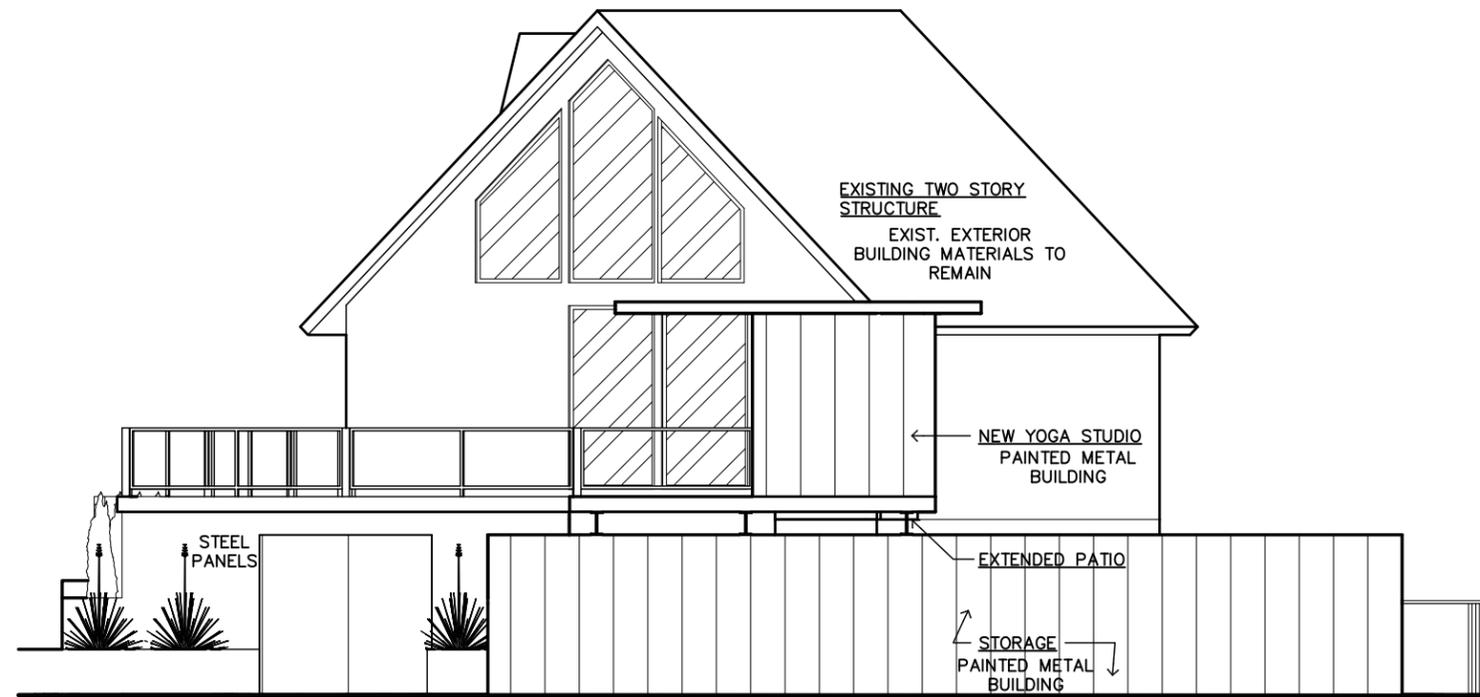
5602 MILLER HEIGHTS DRIVE  
ROWLETT, TEXAS 75088

Modern Craft Construction, LLC  
2102 FM 1141, Rockwall TX 75087





**8** NORTH ELEVATION (STORAGE & YOGA STUDIO ADDITON)  
 SCALE: 1/8" = 1'-0"



**7** WEST ELEVATION  
 SCALE: 1/8" = 1'-0"

BUILDING FACADE / ELEVATION PLAN

Date: 4-4-2016

Description: Remodel / Addition

COLEMAN RESIDENCE  
 5602 MILLER HEIGHTS DRIVE  
 ROWLETT, TEXAS 75088

Modern Craft Construction, LLC  
 2102 FM 1141, Rockwall TX 75087





10 EXISTING STRUCTURE  
SCALE: NTS



9 EXISTING ELEVATION & PROPOSED FRONT ELEVATION ADDITION  
SCALE: NTS

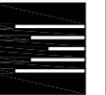
BUILDING FACADE / ELEVATION PLAN

Date: 4-4-2016

Description: Remodel / Addition

COLEMAN RESIDENCE  
5602 MILLER HEIGHTS DRIVE  
ROWLETT, TEXAS 75088

Modern Craft Construction, LLC  
2102 FM 1141, Rockwall TX 75087





12 EXISTING STRUCTURE  
SCALE: NTS



11 PROPOSED BACK ELEVATION ADDITION & EXISTING ELEVATION  
SCALE: NTS

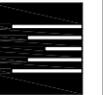
BUILDING FACADE / ELEVATION PLAN

Date: 4-4-2016

Description: Remodel / Addition

COLEMAN RESIDENCE  
5602 MILLER HEIGHTS DRIVE  
ROWLETT, TEXAS 75088

Modern Craft Construction, LLC  
2102 FM 1141, Rockwall TX 75087





Coleman ABM

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Coleman ABM

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Coleman ABM

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Miller Heights Existing Homes

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Miller Heights Existing Homes

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Miller Heights Existing Homes

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City of Rowlett  
Staff Report

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

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 8F

**TITLE**

Consider action to approve a resolution appointing a Mayor Pro Tem as prescribed in the City Charter.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**SUMMARY**

In compliance with the City Charter, the City Council annually elects from its own members a Mayor Pro Tem.

**DISCUSSION**

The City Council selects the Mayor Pro Tem in accordance with the City Charter, which reads as follows:

**Section 3.10 Mayor Pro-Tem and Deputy Mayor Pro-Tem**

(1) No later than July of each calendar year, the City Council shall annually select from among the Councilmembers a Mayor Pro-Tem and Deputy Mayor Pro-Tem to serve at the pleasure of the City Council.

**RECOMMENDED ACTION**

Staff seeks nomination(s) from Council for Mayor Pro Tem.

**RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPOINTING A COUNCILMEMBER TO SERVE AS MAYOR PRO TEM; AND PROVIDING AN EFFECTIVE DATE.**

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

**Section 1:** That Councilmember \_\_\_\_\_ is hereby appointed to serve as Mayor Pro Tem of the City of Rowlett, Texas.

**Section 2:** That this resolution shall take effect immediately upon its passage.



City of Rowlett  
Staff Report

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

**AGENDA DATE:** 06/07/16

**AGENDA ITEM:** 8G

**TITLE**

Consider action to approve a resolution appointing a Deputy Mayor Pro Tem as prescribed in the City Charter.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**SUMMARY**

In compliance with the City Charter, the City Council annually elects from its own members a Deputy Mayor Pro Tem.

**DISCUSSION**

The City Council selects the Deputy Mayor Pro Tem in accordance with the City Charter, which reads as follows:

**Section 3.10 Mayor Pro-Tem and Deputy Mayor Pro-Tem**

(1) No later than July of each calendar year, the City Council shall annually select from among the Councilmembers a Mayor Pro-Tem and Deputy Mayor Pro-Tem to serve at the pleasure of the City Council.

**RECOMMENDED ACTION**

Staff seeks nomination(s) from Council for Deputy Mayor Pro Tem.

**RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPOINTING A COUNCILMEMBER TO SERVE AS DEPUTY MAYOR PRO TEM; AND PROVIDING AN EFFECTIVE DATE.**

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

**Section 1:** That Councilmember \_\_\_\_\_ is hereby appointed to serve as Deputy Mayor Pro Tem of the City of Rowlett, Texas.

**Section 2:** That this resolution shall take effect immediately upon its passage.