



City of Garden Ridge

"A way of life, not just a place to live"

AGENDA CITY COUNCIL REGULAR MEETING WEDNESDAY, APRIL 6, 2022, 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, April 6, 2022, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Presentations/Proclamations

- a) JBSA Randolph Airshow Update-Maj Richard Smith.
- b) Sexual Assault Awareness Month Proclamation.
- c) Child Abuse Prevention Awareness Month Proclamation.
- d) National Library Week Proclamation.

4. Citizen Comment Period – limited to 30 minutes total

Rules for Citizens' Participation: The City Council welcomes citizen participation and comments at all City Council Meetings. If you speak, you must follow these guidelines:

- a) Respect and courtesy:
 1. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 2. Show the City Council the same respect that you would like to be shown.
 3. End your speaking at the time allotted below.
- b) Speaking:
 1. First citizen comment period.
 - 1.1. You are required to sign up to speak and you are limited to one 3-minute period.
 2. Second citizen comment period.
 - 2.1. You are not required to sign up and you are limited to one 2-minute period.
 3. State your name and address before your comments begin.
 4. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the City Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

5. Consent Agenda

THESE ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A COUNCILMEMBER. PUBLIC COMMENT ON THESE ITEMS MAY BE HEARD DURING CITIZENS' PARTICIPATION; HOWEVER, THAT DOES NOT MEAN THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of Minutes for the March 2, 2022, City Council Regular Meeting.
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – February 28, 2022.
- c) Resolution No. 488-042022 A Resolution of the City Council of the City of Garden Ridge, Texas, suspending the CenterPoint Energy 2022 Annual GRIP Adjustment for the South Texas Division in the City of Garden Ridge for a period of forty-five (45) days from May 2, 2022.

6. Staff Reports

- a) City Administrator Monthly Activity Report.
 - City/employee recognitions, *Volunteer Garden Ridge!*, Community and Event Center report, building permits, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- b) Finance/HR Monthly Activity Report.
 - Financial reporting, audits, employee benefits, communication efforts, upcoming events, personnel updates, and continuity of operations.
- c) City Secretary Monthly Activity Report.
 - Administrative operations and projects, records management, communication efforts, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- d) Police Department Monthly Activity Report.
 - Traffic/code compliance enforcement, criminal activity, upcoming events, personnel updates, and continuity of operations.
- e) Public Works Department Monthly Activity Report.
 - Public Facilities: Street/right-of-way maintenance, drainage facility/easement maintenance, City facilities maintenance, animal services, personnel updates, and continuity of operations.
 - Utilities: Water pumping/usage from City wells, system infrastructure maintenance/repairs/projects, leak adjustments, water/drought management, personnel updates, and continuity of operations.
- f) Library Monthly Activity Report.
 - Upcoming events and continuity of operations.

7. City Engineer Projects Status Reports

- a) FM 2252 TxDOT Project.
- b) Land Development Projects.

8. City Commission and Committee Reports/Recommendations/Possible Actions

- a) Planning and Zoning Commission:
 - 1. Receive recommendation regarding petition by Shawn M. Willis on behalf of Pensionmark – San Antonio, for the issuance of a Special Use Permit for Phase 1, for construction and operation of a one (1) story 11,725 square foot office and retail building, with associated sidewalks, parking spaces, driveways, and detention pond on property zoned Neighborhood Services (B-1), located at 19243 FM 2252, Garden Ridge, Texas, further described as a 4.23 acre tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430 of the Official Public Records of Comal County. The property is further located on the east side of FM 2252 across from Hickory Bend in Garden Ridge, Texas.
 - 1.1. Hold a public hearing.
 - 1.2. Discuss and take action on recommendation.
 - 2. Receive recommendation regarding the appointment of Darren Bates to the Planning and Zoning Commission Place 7 with term expiring September 30, 2022.
 - 2.1. Discuss and take action on recommendation.
 - 3. Receive recommendation regarding the Draft Zoning Ordinance.
 - 4. Receive monthly activity update as applicable.
- b) Quarry Commission:
 - 1. Receive monthly activity update as applicable.

- c) Water Commission:
 - 1. Receive recommendation regarding the amount of Transferable Water Rights for proposed Overman Development.
 - 1.1. Discuss and take action on recommendation.
 - 2. Receive monthly activity update as applicable.
- d) Wildlife Management Advisory Commission:
 - 1. Receive monthly activity update as applicable.
- e) Parks Committee:
 - 1. Receive monthly activity update as applicable.

9. Approvals and Authorizations

The following items are for discussion, consideration, and action.

- a) Petition by Michael Domgard for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.2.5.2. to allow a fifty-four (54) percent impervious cover limit on property located at 9620 Trophy Oaks Dr. for the construction of a pool with outdoor kitchen, pool house, and garage/shop. The 0.8180 acre property is further known as Lot 38, Block 2, Trophy Oaks Subdivision, Garden Ridge, Texas. Impervious cover limit in Single Family Dwelling (R) District is thirty-five (35) percent of the lot area.
 - 1. Discuss and take action on variance.
- b) Petition by Ralph and Beola Bradley for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.7.2.4.2. Side Yards, Interior Lots, to allow an encroachment of an existing shed ten (10) feet into the fifteen (15) foot side yard setback along the southeast property line of their property at 19808 Regency Run further known as Lot 2, Block 1, Regency Oaks Subdivision, Unit 1.
 - 1. Hold a public hearing.
 - 2. Discuss and take action on variance.
- c) Resolution No. 439-042022 A Resolution of the City Council of the City of Garden Ridge, Texas, setting the day, time, and place of the regular meeting of the Planning and Zoning Commission.
- d) Ordinance No. 210-042022 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting board and commission policies and procedures; providing a cumulative and savings clause; providing for severability; and declaring an effective date.
- e) Ordinance No. 232-042022 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting City Council conduct policies and procedures; providing for a penalty; providing a cumulative and savings clause; providing for severability; and declaring an effective date.
- f) City of Garden Ridge 50th Anniversary.
- g) Development of back entrance access to Paul Davis Park.

10. Updates

- a) City Council Projects.
 - 1. Bulk Dumpsters/Brush along FM 3009 (Valdez).

11. Discussion of Future Agenda Items

12. Citizen Comment Period – limited to 20 minutes total *See “Rules for Citizens’ Participation” under Item 4.*

13. Reports and Comments from Mayor and City Councilmembers

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

Alamo Area Metropolitan Planning Organization

Boy Scouts and/or Girl Scouts

City of Garden Ridge sponsored events and outreach efforts

Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)

Counties (Bexar/Comal/Guadalupe)

Families of Garden Ridge

Garden Ridge Lions Club and Garden Ridge Women's Club

Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol

Greater Bexar County Council of Cities

Northeast Partnership

14. Adjournment

AGENDA NOTICES:

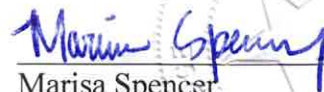
Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

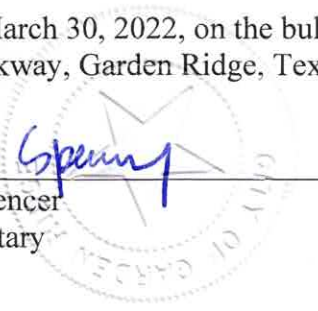
Action by Council Authorized: The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of the other city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action are specifically provided for on an agenda for that board, commission, or committee subject to the Texas Open Meetings Act.

This is to certify that I, Marisa Spencer, posted this Agenda at 11:00 a.m. on March 30, 2022, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Marisa Spencer
City Secretary



Proclamation

WHEREAS, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual assault is widespread and has public health implications for communities; and

WHEREAS, statistics indicate that every 73 seconds, an American is sexually assaulted and every 9 minutes, that victim is a child; and

WHEREAS, we must work together to educate our community about what can be done to prevent sexual assault and how to support survivors; and

WHEREAS, staff and volunteers of the Crisis Center of Comal County and other prevention-related programs in the area encourage every person to speak out when witnessing acts of violence, however small, and speak up when they hear others making light of sexual assault, stereotypes, or gender biases; and

WHEREAS, with leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual assault in our community through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

WHEREAS, we strongly support the efforts of national, state and local partners, including residents, to actively engage in public and private efforts including conversations about what sexual assault is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual assault.

NOW, THEREFORE, BE IT RESOLVED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim April 2022 in the City of Garden Ridge as

SEXUAL ASSAULT AWARENESS MONTH

and urge residents to join the Crisis Center of Comal County in promoting healthy teen relationships, calling on youth and adults to observe Sexual Assault Awareness Month with activities and conversations about respectful and non-violent relationships in their homes, schools, and communities.

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of Garden Ridge this 6th day of April, 2022.



Robb Erickson
Mayor

Proclamation

WHEREAS, there were more than 68,000 confirmed victims of child abuse and neglect in Texas during 2021, with 1,344 of those being children in Comal County; and

WHEREAS, child abuse prevention is a community responsibility and finding solutions depends on involvement among all people; and

WHEREAS, communities must make every effort to promote programs that benefit children and their families; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships among agencies, schools, religious organizations, law enforcement agencies, and the business community; and

WHEREAS, everyone in the community should become more aware of child abuse prevention and encourage parents to raise their children in a safe, nurturing environment.

NOW, THEREFORE, BE IT RESOLVED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim April 2022 in the City of Garden Ridge as

CHILD ABUSE PREVENTION AWARENESS MONTH

and urge all citizens to work together to help reduce child abuse and neglect significantly in the years to come.

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of Garden Ridge this 6th day of April, 2022.



Robb Erickson
Mayor

Proclamation

WHEREAS, libraries of all types are at the heart of their cities, towns, schools, and campuses, serving their communities; and

WHEREAS, libraries are accessible, inclusive places that foster a sense of belonging and community with services extending far beyond the four walls of a building; and

WHEREAS, for people lacking access to a computer or broadband at home, libraries provide access to computers and wi-fi; and

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all; and

WHEREAS, libraries offer opportunities for everyone to explore new worlds and become their best selves through access to technology, multimedia content, and educational programs; and

WHEREAS, in times of crisis, libraries, librarians, and library workers play an invaluable role in supporting their communities both in person and virtually; and

WHEREAS, to adapt to our changing world, libraries are expanding their resources and continuing to meet the needs of their patrons; and

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all; and

WHEREAS, libraries have long served as trusted and treasured institutions for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status; and

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week.

NOW, THEREFORE, BE IT RESOLVED that I, Robb Erickson, Mayor of Garden Ridge, Texas, do hereby proclaim April 3-9, 2022, in the City of Garden Ridge as

NATIONAL LIBRARY WEEK

and encourage all residents to visit their library both in person and online to access resources and services. Because of you, libraries transform lives and communities.

IN WITNESS WHEREOF, I hereunto set my hand and official seal of the City of the Garden Ridge this 6th day of April, 2022.




Robb Erickson
Mayor



City of Garden Ridge

"A way of life, not just a place to live"

MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, MARCH 2, 2022, 6:00 P.M.

Councilmembers Present:

Mayor Robb Erickson
Mayor Pro-Tem Lisa Swint
Councilmember John McCaw
Councilmember Jesse Valdez
Councilmember Todd Arvidson
Councilmember Kay Bower

Councilmembers Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Kat Balbi, Assistant City Secretary/Communications Specialist
Karen Ford, Finance/HR Director
Ron Eberhardt, Police Chief
Steven Steinmetz, Public Works Director
Linda Crosland, Librarian
Charles Zech, City Attorney
Cynthia Trevino, City Attorney

City Commissioners Present:

Karen Diaz, Chair, Planning and Zoning Commission
Roy Leatherberry, Planning and Zoning Commissioner
Dr. Jim Miller, Planning and Zoning Commissioner
Michael Crow, Planning and Zoning Commissioner
Keven Harshbarger, Vice-Chair, Water Commission
Jerry Barucky, Chair, Quarry Commission
Armando Diaz, Quarry Commission

1. Call to Order

With a quorum of the City Councilmembers present, Mayor Erickson called the regular meeting of the Garden Ridge City Council to order at 6:03 p.m. on Wednesday, March 2, 2022, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call: See above.

3. Pledge of Allegiance: Mayor Erickson led the Pledge of Allegiance and the Texas Pledge.

4. City/Employee Recognitions/Employee Introductions

a) Introduction of Officer Wang.

Chief Eberhardt introduced Officer Wang and spoke regarding his background and experience. Mayor Erickson and City Council welcomed Officer Wang to the City of Garden Ridge.

b) Thank you note from Bourke and Merlyn Corcoran to the City of Garden Ridge Library.

City Administrator Nancy Cain stated a thank you note was received from Bourke and Merlyn Corcoran to the City of Garden Ridge Library for managing and maintaining a welcoming atmosphere with many activities.

9400 Municipal Parkway * Garden Ridge, Texas 78266-2600
Phone (210) 651-6632 * Fax (210) 651-9638 * www.ci.garden-ridge.tx.us

c) Recognition of Employee Service Years with the City of Garden Ridge.

City Administrator Nancy Cain recognized employees with March anniversary dates for their hard work, dedication, and tenure with the City. This recognition included: Robert Mann-1 year of service, Ofc. Matt McKenzie-2 years of service, Sgt. Joe Thoemke-5 years of service, Karen Ford-7 years of service, Sgt. Steve Dennis-7 years of service, and Eric Lowman-15 years of service.

5. TxDOT Update/Discussion-Area Engineer Will Lockett

Mayor Erickson introduced TxDOT Area Engineer Will Lockett. Mr. Lockett provided City Council with an update regarding the intersection of FM 2252 and FM 3009 and addressed questions from Councilmembers.

Mayor Erickson and City Council thanked Mr. Lockett for his tenacity in addressing the City's concerns.

6. Citizen Comment Period: No one signed up to speak.

7. Consent Agenda

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a) Approval of Minutes for the February 2, 2022, City Council Regular Meeting.

b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – January 31, 2022.

c) Destruction of City records in accordance with the City of Garden Ridge Records Retention Plan.

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember Valdez, to approve Consent Agenda items a)-c). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

8. Staff Reports

a) City Administrator Monthly Activity Report.

City Administrator Nancy Cain provided City Council with an update regarding Finance/HR Director Karen Ford's retirement and spoke regarding First Friday.

b) Finance/HR Monthly Activity Report.

Finance/HR Director Karen Ford provided City Council with an update regarding open positions and hosting a Multi-City Local Government Job Fair at City Hall.

c) City Secretary Monthly Activity Report.

City Secretary Marisa Spencer reviewed the monthly activity report and spoke regarding continuity of operations related to the Administrative Department.

d) Police Department Monthly Activity Report.

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department.

e) Public Works Department Monthly Activity Report.

Public Works Director Steven Steinmetz reviewed the monthly activity report and spoke regarding continuity of operations related to the Public Works Department.

f) Library Monthly Activity Report.

Librarian Linda Crosland reviewed the monthly activity report and spoke regarding continuity of operations related to the Library.

9. City Engineer Projects Status Reports

City Engineer Sam Johnson reviewed the Trihydro Engineering Report and spoke regarding the FM 2252 TxDOT Project and Land Development Projects.

Mayor Erickson announced the City Council will recess the open meeting and reconvene into a closed session consultation with the City Attorney at 6:40 p.m. Mayor Erickson reconvened the open meeting at 7:05 p.m.

10. City Commission and Committee Reports/Recommendations/Possible Actions

a) Planning and Zoning Commission:

- 1. Receive recommendation regarding petition by Michael Domgard for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.2.5.2. to allow a fifty-four (54) percent impervious cover limit on property located at 9620 Trophy Oaks Dr. for the construction of a pool with outdoor kitchen, pool house, and garage/shop. The 0.8180 acre property is further known as Lot 38, Block 2, Trophy Oaks Subdivision, Garden Ridge, Texas. Impervious cover limit in Single Family Dwelling (R) District is thirty-five (35) percent of the lot area.**

Mayor Erickson stated the City Council acting in the official capacity as the Zoning Board of Adjustment will conduct a public hearing on the petition by Michael Domgard as stated on the agenda.

Rob Killen, Killen Griffin & Farrimond Attorneys at Law, presented the petition on behalf of Michael Domgard.

1.1. Hold a public hearing.

Mayor Erickson opened the public hearing at 7:17 p.m.

One (1) citizen spoke regarding the petition and City Secretary Marisa Spencer read one (1) written comment submitted.

Mayor Erickson closed the public hearing at 7:22 p.m.

1.2. Discuss and take action on recommendation.

The City Council discussed the petition and the hardships presented by the petitioner. The City Council discussed postponing the hearing and consideration of the petition until additional information is presented by the petitioner to assist the Zoning Board of Adjustment with the consideration for an adequate variance based on the specific facts and any potential hardships.

Motion: A motion was made by Councilmember Bower to request that the petitioner provide additional information related to the petition to include but not limited to a revised plan with precise numbers and a drainage study. There was no second; therefore, the motion died.

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember Arvidson, to postpone this hearing and consideration of the petition until additional information is presented to the City Council acting as the Zoning Board of Adjustment. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- 2. Receive recommendation regarding the appointment of Michael Crow to the Planning and Zoning Commission Place 5 with term expiring September 30, 2023.**

Chair Diaz stated the Commission recommends the appointment of Michael Crow to the Planning and Zoning Commission Place 5 Vacancy with term expiring September 30, 2023.

2.1. Discuss and take action on recommendation.

Motion: A motion was made by Councilmember Valdez, seconded by Councilmember McCaw, to approve the Planning and Zoning Commission's recommendation and appoint Michael Crow to the Planning and Zoning Commission Place 5 with term expiring September 30, 2023. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- 3. Receive monthly activity update as applicable.**

Chair Diaz provided City Council with an update on topics discussed at the Commission's meeting.

b) Quarry Commission:

Chair Barucky provided City Council with an update on topics discussed at the Commission's meeting.

c) Water Commission:

1. Receive recommendation regarding the amount of Transferable Water Rights for proposed Pensionmark Office Center development.

Vice-Chair Harshbarger spoke regarding the Application for Water and Wastewater Utility Service submitted by Pensionmark Office Center and stated the Commission recommends that City Council require Pensionmark Office Center to transfer a minimum of 4.75-acre feet of Edwards water rights to the City of Garden Ridge for Phase 1 prior to filing of the final plat for the project and a minimum of 6.33-acre feet of Edwards water rights to the City of Garden Ridge for Phase 2 prior to the issuance of building permits related to Phase 2 of the project.

1.1. Discuss and take action on recommendation.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Valdez, to approve the Water Commission's recommendation and require Pensionmark Office Center to transfer a minimum of 4.75-acre feet of Edwards water rights to the City of Garden Ridge for Phase 1 prior to filing of the final plat for the project and a minimum of 6.33-acre feet of Edwards water rights to the City of Garden Ridge for Phase 2 prior to the issuance of building permits related to Phase 2 of the project. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Vice-Chair Harshbarger provided City Council with an update on topics discussed at the Commission's meeting.

d) Wildlife Management Advisory Commission:

Mayor Erickson stated the Commission did not meet in February and there is nothing to report at this time.

e) Parks Committee:

Rod Chamberlain, Parks Committee, provided City Council with an update on the Parks Committee's projects.

f) *Volunteer Garden Ridge!*

City Administrator Nancy Cain stated *Volunteer Garden Ridge!* reported 246 hours for the month of February.

11. Approvals and Authorizations

The following items are for discussion, consideration, and action.

a) Texas State-Wide Opioid Settlement Agreements.

City Administrator Nancy Cain spoke regarding the Texas State-Wide Opioid Settlement Agreements.

The City Council agreed by consensus to authorize City Administrator Nancy Cain to sign any releases and related documents pertaining to the Texas State-Wide Opioid Settlement Agreements.

b) Emergency Preparedness and After-Action Update.

Mayor Erickson spoke regarding emergency preparedness and provided City Council with an after-action update related to the recent severe weather event.

c) City of Garden Ridge Logo.

Mayor Erickson spoke regarding DFW Strategic Communications, the logo design process, and presented the logo options. The City Council discussed the logo design options and City Secretary Marisa Spencer addressed questions from Councilmembers.

Motion: A motion was made by Mayor Pro-Tem Swint, seconded by Councilmember McCaw, to approve DFW Strategic Communications Logo Design #2 as the City of Garden Ridge Logo. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

d) City of Garden Ridge 50th Anniversary.

Mayor Erickson and Councilmember Bower provided updates regarding the City of Garden Ridge 50th Anniversary.

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Arvidson, to allocate an additional \$2,500 to the 50th Anniversary Line Item for advanced payments and deposits. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

12. Updates

a) City Council Projects.

1. Bulk Dumpsters/Brush along FM 3009 (Valdez).

Councilmember Valdez spoke regarding brush scattered along FM 3009 during bulk dumpster weekends.

13. Discussion of Future Agenda Items: None at this time.

14. Citizen Comment Period: No one wished to speak.

15. Reports and Comments from Mayor and City Councilmembers

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

Alamo Area Metropolitan Planning Organization, Boy Scouts and/or Girl Scouts, City of Garden Ridge sponsored events and outreach efforts, Comal ISD (Garden Ridge Elementary/Danville Middle School/Davenport High School), Counties (Bexar/Comal/Guadalupe), Families of Garden Ridge, Garden Ridge Lions Club, Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol, Garden Ridge Women's Club, Greater Bexar County Council of Cities, Northeast Partnership.

Councilmember Arvidson spoke regarding Eagle Scouts. Councilmember Bower spoke regarding the Garden Ridge Women's Club. Mayor Erickson spoke regarding Families of Garden Ridge Adopt-A-Highway Program, County/City Officials Luncheon, Northeast Partnership, and Davenport High School Color Run.

16. Executive Session

The City Council will recess its open meeting and reconvene in Executive Session:

a) Pursuant to Texas Government Code Section 551.071(1) and 551.071(2) – Consultation with Attorney and 551.072 – Deliberations About Real Property.

- 1. To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person and legal advice on same: property acquisition for city complex/building project and related matters.**
- 2. To receive legal advice regarding proposed revisions to Ordinance No. 210 and any potential liability issues.**
- 3. A matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551 regarding computer/data breach (Mayor's Access & PC) and related investigation.**

Mayor Erickson announced the City Council will recess at 8:49 p.m. and reconvene into Executive Session at 9:00 p.m., to discuss and seek legal advice on the items stated above.

Mayor Erickson adjourned the Executive Session and reconvened back into Regular Session at 10:28 p.m.

17. Business Items

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may recall any item posted for Executive Session for action, as necessary.

No action taken.

18. Adjournment

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Arvidson, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, March 2, 2022, City Council regular meeting was adjourned at 10:28 p.m. by Mayor Erickson.

ATTEST

Robb Erickson
Mayor

Marisa Spencer
City Secretary

CITY OF GARDEN RIDGE**MONTHLY ACCOUNT BALANCES & INTEREST RATES**

PERIOD ENDED AS OF 02/28/2022

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	\$ 190,610.89	0.00%
GF MONEY MARKET	3,650,683.41	0.55%
PEG CAPITAL FEES	49,590.85	0.50%
TEXPOOL INVESTMENTS	6,604.04	0.63%
SIB LOAN I&S	4,990.80	0.08%
2017 I&S	2,186.22	0.55%
2012 I&S	16,035.26	0.55%
2012 REFI	5,467.64	0.54%
2015 I&S	31,209.72	0.55%
TEXPOOL WATER IMPACT FEES	170,613.64	0.63%
TEXPOOL STREET IMPACT FEES	59,046.24	0.63%
AMERICAN RECOVERY ACCT	512,043.98	0.15%
SIB LOAN FUNDS (TXDOT)	587,491.90	0.15%
ASSET/FORFEITURE - STATE	99.21	0.00%
ASSET/FORFEITURE - FED	30,209.59	0.50%
TOTAL CITY FUNDS	\$ 5,316,883.39	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
OPERATING ACCOUNT	990,831.94	0.55%
WATER SURCHARGE	149,150.69	0.55%
TEXPOOL WATER INVEST	\$ 2,236.48	0.63%
TOTAL WATER FUNDS	\$ 1,142,219.11	

TOTAL ALL ACCOUNTS	\$ 6,459,102.50	
---------------------------	------------------------	--

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
CURRENT AND YEAR TO DATE AS OF 02/28/2022

GENERAL FUND	BALANCE
GF Operational Checking	\$ 190,610.89
GF Money Market	3,650,683.41
TexPool Investments	6,604.04
Restricted Amounts	(372,273.28)
TOTAL AVAILABLE FUNDS	\$ 3,475,625.06

WATER FUND	BALANCE
Operational Checking	\$ 990,831.94
TexPool Water Invest	2,236.48
Water Surcharge	149,150.69
Restricted Amounts	(263,971.75)
TOTAL AVAILABLE FUNDS	\$ 878,247.36

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 CURRENT AND YEAR TO DATE AS OF 02/28/2022

GENERAL FUND	Feb-22	YTD	FY 2021 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 938,667.47	\$ 2,411,492.50	\$ 3,134,286.00	76.9%	\$ 722,793.50
EXPENDITURES					
ADMINISTRATION	67,413.03	338,064.94	889,881.00	38.0%	551,816.06
COURT	6,811.55	40,649.94	96,600.00	42.1%	55,950.06
POLICE	85,023.36	529,261.38	1,383,375.00	38.3%	854,113.62
PUBLIC FACILITIES	43,920.93	216,742.69	601,535.00	36.0%	384,792.31
COMMUNITY CENTER	8,630.27	24,030.01	60,000.00	40.1%	35,969.99
LIBRARY	7,090.25	44,549.98	102,895.00	43.3%	58,345.02
FUND CHANGES/XFER	-	-	-	0.0%	-
TOTAL EXPENDITURES	218,889.39	1,193,298.94	3,134,286.00	38.1%	1,940,987.06
NET POSITION	\$ 719,778.08	\$ 1,218,193.56	\$ -		\$ (1,218,193.56)

WATER FUND	Feb-22	YTD	FY 2021 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 121,145.44	\$ 600,141.35	\$ 1,893,500.00	31.7%	\$ 1,293,358.65
EXPENDITURES	196,306.97	582,429.18	1,382,555.00	42.1%	800,125.82
REVENUE +/- EXPENDITURES	(75,161.53)	17,712.17	510,945.00		493,232.83

OTHER CASH OUTFLOWS	Feb-22	YTD	FY 2021 BUDGET	% OF BUDGET	BUDGET BALANCE
BOND PRINCIPLE PAYMENTS	504,100.00	504,100.00	505,385.00	99.7%	1,285.00
XEROX LEASE PRINCIPLE PMTS	458.05	2,271.34	5,560.00	40.9%	3,288.66
TOTAL OTHER CASH OUTFLOWS	\$ 504,558.05	\$ 506,371.34	\$ 510,945.00		\$ 4,573.66

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDED AS OF 02/28/2022

REVENUES	YTD	Budget
RENTALS	\$ 21,835.00	21,000.00
DEPOSITS	6,850.00	13,000.00
CLEAN-UP FEES	2,050.00	1,800.00
DEPOSITS REFUNDED	(6,950.00)	(10,000.00)
DONATIONS	-	-
TOTAL REVENUES	23,785.00	25,800.00
EXPENDITURES		
PAYROLL/TAXES/RETIREMENT	1,227.61	2,480.00
MANAGER FEES	8,468.75	18,000.00
COMPUTER/INTERNET	693.50	1,680.00
TELEPHONE	250.00	600.00
UTILITIES	3,195.37	10,820.00
MAINTENANCE	215.00	8,000.00
SUPPLIES	695.94	1,200.00
CLEANING	2,160.00	5,720.00
EQUIPMENT	173.84	500.00
MARKETING	-	1,000.00
DONATION EXPENDITURES	-	-
FACILITY ENHANCEMENTS	-	-
TOTAL EXPENDITURES	17,080.01	50,000.00
NET POSITION	\$ 6,704.99	\$ (24,200.00)

Management's Discussion and Analysis of Results of Operations – February 2022

GENERAL FUND

Cash

Total available funds as of February 28, 2022, are \$3,475.6k.

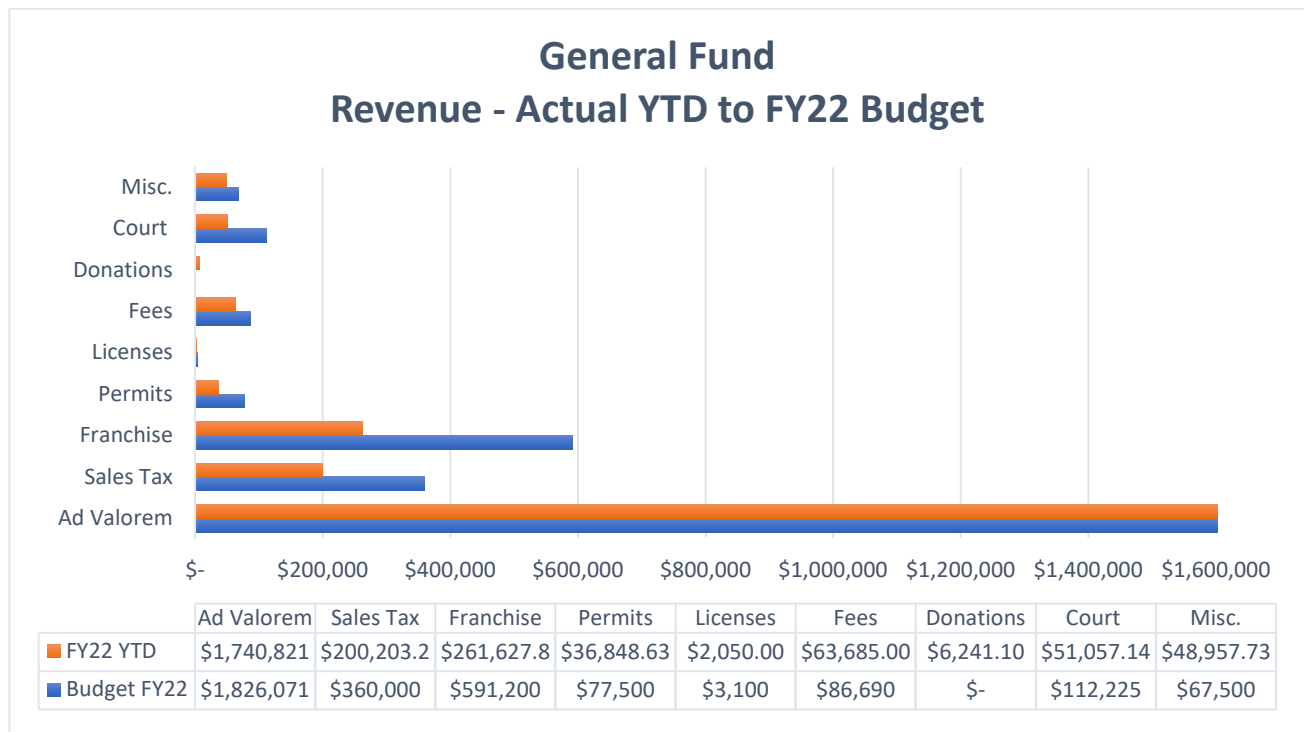
Revenue

Ad Valorem Tax received for February totals \$732.8k. Jan \$613.3 and Feb \$119.5 were both reported in Feb due to a reporting delay in the county last month. YTD collections total \$1,734.2k or 95.4% of the FY22 budget of \$1.818.1k

Sales Tax Revenue YTD totals \$200.2k or 55.6% of the \$360.0k budgeted for FY22.

Annual Building Permits revenue totals \$36.1k or 48.2% of the \$75k budgeted for FY22.

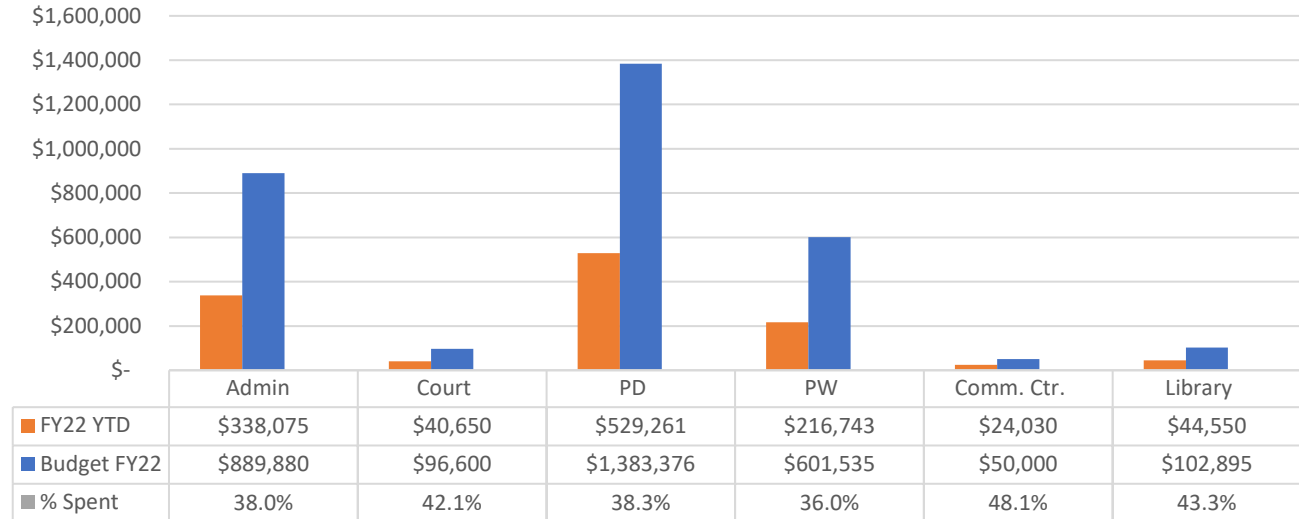
Trash Collections YTD total \$33.9k or 41.3% of the \$82k budgeted for FY22.



Expenditures

All departments are operating within the FY22 budget.

General Fund Expenditures - Actual YTD to FY22 Budget



WATER FUND

Meters

Current meters for February 2022 total 1679 vs 16669 for February 2021.

Cash

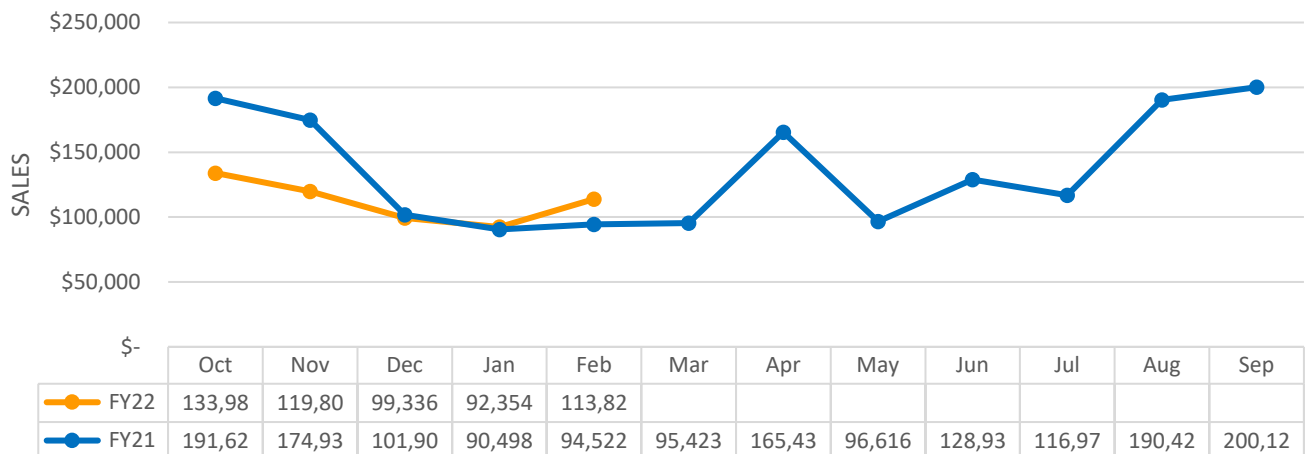
Total available funds as of February 28, 2022, are \$878.2k.

Revenue

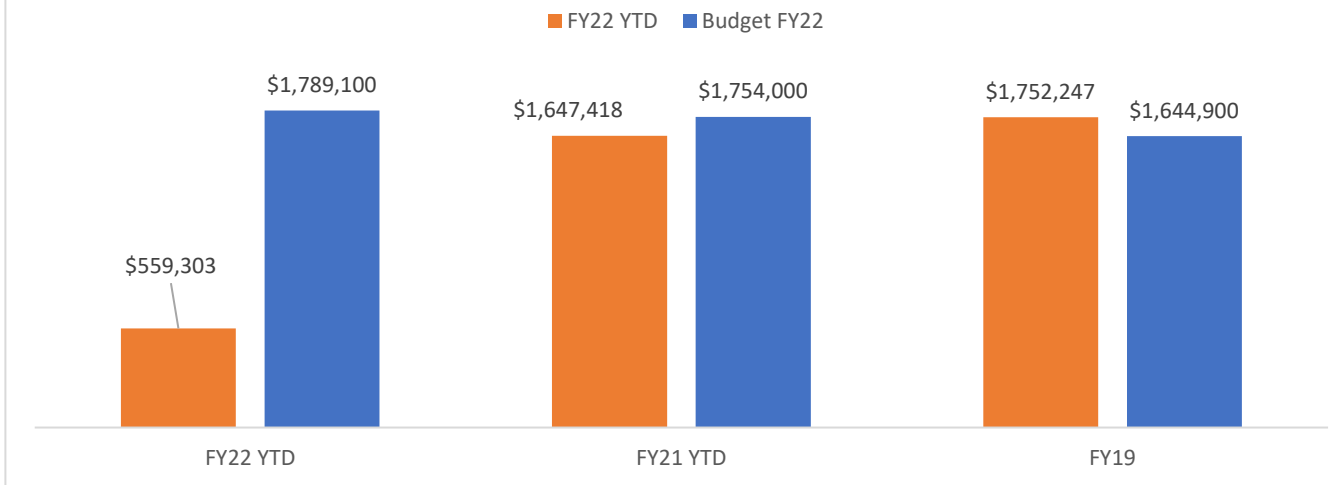
Revenue YTD totals \$600.1K or 31.7% of the \$1,893.5k budgeted for FY22. Total revenue for the same period last year was \$695.6k.

Water Sales for the month total \$113.8k. YTD water sales total \$559.3k or 31.3% of the \$1,789.1k budgeted for FY22.

WATER SALES - FY22 VS FY21 VARIANCE \$



Water Sales Actual vs Budget



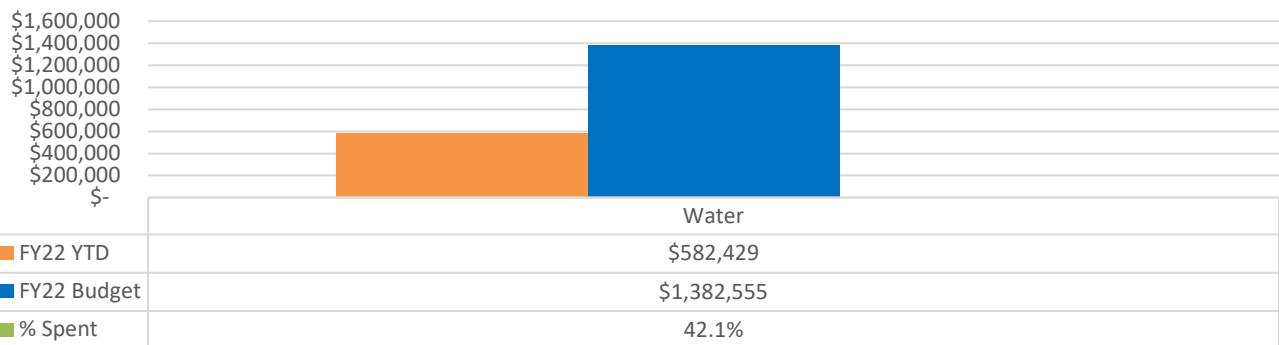
Meter installation revenue YTD totals \$3.9k or 39.8% of the \$10k budgeted for FY22.

Expenditures

Expenditures for the month total \$121.1k. YTD expenditures for FY22 total \$600.1k.

February bond payments and the SIB Loan were both paid in February, \$504.1k and \$35k respectively. Next bond payment will be August 2022.

Water Expenditures- Actual YTD vs FY21 Budget



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$678.5k of the \$719.0k budgeted for FY22.

Expenditures

Expenditures in the amount of \$530.9k were issued for the General Fund's bond payments. Next bond payment will be August 2022.

Capital Improvements Fund – (all accounts are restricted)

Cash Balance

Water Impact Fee Balance is \$170.6K.

Street Impact Balance is \$59k.

American Recovery Acct. Balance is \$512.0k

SIB Loan (TXDOT) Acct. Balance is \$587.5k

Revenue

No revenue to report for February.

Asset Seizure Fund

Cash Balance

The Restricted Fund Balance is \$30.2k.

Revenue

No revenue reported for February.

Expenditures

No expenditures in February.

Summary

The City of Garden Ridge is financially sound and operating within the Budget set forth by the City Council.

RESOLUTION NO. 488-042022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, SUSPENDING THE CENTERPOINT ENERGY 2022 ANNUAL GRIP ADJUSTMENT FOR THE SOUTH TEXAS DIVISION IN THE CITY OF GARDEN RIDGE FOR A PERIOD OF FORTY-FIVE (45) DAYS FROM MAY 2, 2022.

WHEREAS, CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas (“CenterPoint” or the “Company”) has filed for a Gas Reliability Infrastructure Program (GRIP) interim rate adjustment for their South Texas Division which includes the City of Garden Ridge; and

WHEREAS, the GRIP interim rate adjustment will increase the rates for natural gas service customers located in Garden Ridge, Texas; and

WHEREAS, the GRIP interim rate adjustment will become effective on May 2, 2022, unless the City of Garden Ridge suspends the date for a period of no longer than forty-five (45) days and such rate will remain in effect until superseded by the effective date of Company’s next annual GRIP adjustment or the issuance of a final order in a rate setting proceeding for the South Texas Division of CenterPoint Energy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:

The City Council of the City of Garden Ridge, Texas, suspends the CenterPoint Energy 2022 Annual Gas Reliability Infrastructure Program (GRIP) interim rate adjustment for a period of forty-five (45) days for natural gas customers located in the City of Garden Ridge.

PASSED AND APPROVED ON this 6th day of April, 2022.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary



March 3, 2022

CenterPoint Energy
1111 Louisiana Street
Houston, TX 77002-5231
P.O. Box 2628
Houston, TX 77252-2628

Mayor and City Council
City of Garden Ridge
Garden Ridge, Texas

Hand-Delivered

Re: CenterPoint Energy 2022 Annual GRIP Adjustment for the South Texas Division

Dear Madam or Sir:

CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas ("CenterPoint" or the "Company"), files the tariffs and supporting documents in electronic form, with the City of Garden Ridge ("City") consistent with Section 7.7101 of the Railroad Commission of Texas ("Commission") Gas Services Division Rules and Section 104.301 of the Texas Utilities Code to establish the annual gas reliability infrastructure program ("GRIP") interim rate adjustment ("IRA") for the Company's South Texas Division, which includes the City. The proposed IRA will affect rates for natural gas service customers located in the City. Simultaneously with this filing, CenterPoint makes the same GRIP filing with the Commission for customers located in the City's environs and cities of the South Texas Division that have ceded original jurisdiction to the Commission.

CenterPoint consistently supplies its customers in the South Texas Division with safe and dependable natural gas service by prudently investing in additions and upgrades to its delivery system. The Company will continue to prudently invest in its infrastructure in order to improve its natural gas service to its customers and to anticipate and meet their needs under all operating conditions. The GRIP program enables a gas utility such as CenterPoint to begin recovery of its incremental capital investment in the system, subject to a prudence review in its next rate case. This reduces regulatory lag and incentivizes needed investment. Consistent with Section 104.301 of the Texas Utilities Code and Commission precedent, the City's review of this GRIP filing is limited to a ministerial review to ensure compliance with the GRIP statute.

Pursuant to applicable law, the proposed IRA will become effective on May 2, 2022, unless the City suspends that date for a period of no longer than forty-five (45) days. The approved IRA will be applied to the monthly customer charge and will remain in effect until superseded by the earlier of (1) the effective date of the Company's next annual GRIP adjustment for the South Texas Division; or (2) the issuance of a final order in a rate setting proceeding for the South Texas Division.

As detailed in the attached schedules and supporting material, the Company invested \$40,497,677 in its South Texas Division in calendar year 2021, and the applicable IRA is:

Rate Schedule	Current Customer Charge	Proposed 2022 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2097-I-GRIP 2022; R-2097-U-GRIP 2022 Residential	\$24.92 per customer per month	\$2.11 per customer per month	\$27.03 per customer per month	\$2.11 per customer per month
GSS-2097-I-GRIP 2022; GSS-2097-U-GRIP 2022 General Service Small	\$37.05 per customer per month	\$4.37 per customer per month	\$41.42 per customer per month	\$4.37 per customer per month
GSLV-628-I-GRIP 2022; GSLV-628-U-GRIP 2022 General Service Large Volume	\$174.04 per customer per month	\$36.29 per customer per month	\$210.33 per customer per month	\$36.29 per customer per month

Along with and in support of the proposed IRA, CenterPoint includes the following:

- (a) An earnings monitoring report showing the Company's earnings for the South Texas Division during the 2021 calendar year (under the "Earnings Monitoring Report" section of the enclosed filing).
- (b) An Interim Rate Adjustment Application containing accounting schedules and project reports for the GRIP Adjustment Period including a description of (i) the projects undertaken during the GRIP Adjustment Period (ii) the investment to provide utility service in the South Texas Division, which were both completed and placed in service during the GRIP Adjustment Period, (iii) the Company's prior utility investments in the South Texas Division that were either retired or abandoned during the GRIP Adjustment Period, and (iv) the cost, need and customers benefited by those investments and retirements located in IRAs 12, 13, 14 and 15 which are voluminous and are being provided in electronic form only.
- (c) The Company's calculations of the GRIP Adjustment amount to go into effect on the later of the Planned Effective Date or the end of any suspension period imposed (under the "Interim Rate Adjustment Application" section of the enclosed filing).
- (d) Affidavits by Stacey Peterson, Kimberly Middleton and Tal R. Centers, Jr. (under the "Affidavits" section of the enclosed filing).
 - Ms. Peterson's affidavit verifies (i) that the South Texas Division's books and records are kept in accordance with the rules of the Commission and (ii) that the reports enclosed accurately reflect the

City of Garden Ridge

March 3, 2022

Page 3

South Texas Division's books and records related to the information in those reports.

- Ms. Middleton's affidavit verifies the notice of the GRIP filing through customer bill inserts.
- Mr. Centers' affidavit concerns the reimbursement of relocation expenses.

In addition, the source documentation and workpapers supporting the data and calculations contained in the foregoing reports is maintained in CenterPoint's electronic databases which are available for review. To schedule an opportunity to review the electronic databases or any hard copy project files related to the new investment or retirements, please contact me at (713) 207-5946.

Notice of this proceeding will be provided to affected customers in the South Texas Division by bill insert or by separate mailing within 45 days after the date of this filing in accordance with the applicable law.

Please accept for filing the above-mentioned tariffs, filing package and enclosures and return the enclosed copy of this letter with your file mark thereon to acknowledge such filings for our records. Instead of a binder with a hard copy of the filing, the Company has provided the equivalent in electronic form in the folder called Electronic Copy of Filing.

Although only the incorporated tariffs are applicable to the City, the Company has also included in its filing package both incorporated and unincorporated tariffs.

There have been no changes to the IRA forms since the Company's last filing.

If the City takes any action regarding this filing, please send signed documents, such as, ordinances, resolutions and minutes to the following address:

Keith L. Wall
1111 Louisiana Street
CNP Tower 19th Floor
Houston, Texas 77002

Please do not hesitate to contact me with any questions you may have regarding this filing.

Sincerely,



Keith L. Wall
Director of Regulatory Affairs

City of Garden Ridge

March 3, 2022

Page 4

Attachments

cc: Mr. Tal Centers

Mr. Patrick Peters III

Ms. Gracy Rodriguez

DELIVERED TO:

_____, _____ of
NAME OFFICE (Mayor, City Secretary, etc.)

the City of Garden Ridge on this ____ day of March 2022.

SIGNATURE



Garden Ridge Parks
9400 Municipal Pkwy.
Garden Ridge, TX 78266

Hello Garden Ridge Parks,

Thank you for your generous gift in support of SJRC Texas! Your contribution helps us achieve our mission in providing healing, hope and a home to children and families.

Over 200 vulnerable youth are given an opportunity to grow and thrive each day, thanks to community support. These children are offered not only a safe and loving home, but also opportunities for a one-on-one education at our charter school and therapeutic services to ensure they are empowered to be happy, productive and caring adults.

We are very grateful that you choose to partner with SJRC Texas to deliver the much needed care that many struggling children and families need. Thank you for the gift of \$550.00 that was received on 2/10/2022.

We encourage you to follow us on social media @sjrctexas to see the latest highlights of our programs or learn more at sjrctexas.org.

Sincerely,

Tara Roussett
Chief Executive Officer

SJRC Texas - St. Jude's Ranch for Children - Texas Region, Inc.

Providing healing, hope, and a home to children and families.

Bulverde • New Braunfels • San Antonio • 1400 Ridge Creek Lane • Bulverde, Texas 78163

Tel: (210) 876-6763 • Fax: (830) 885-4354 • www.sjrctexas.org

SJRC Texas is a 501(c)(3) tax-exempt charitable organization.

No goods or services were provided to you in exchange for your contribution.

Tax ID: 74-2469139



CHIEF EBERHARDT -

WE JUST WANT TO SAY THANK YOU
TO YOUR OFFICERS FOR ESCORTING US
THROUGH YOUR TOWN FOR THE
S. A. L. E. TRAILRIDE.

IT WAS GREATLY APPRECIATED!

KEEA COUNTRY,
ALAMO KOUNTRY KICKERS
TRAILRIDERS



Alamo Kountry Kickers
P.O. Box 1073
Seguin, Texas 78156

Garden Ridge Community and Event Center
Monthly Report
March 1st thru March 31st 2022

Utilization (by Days)

FY 21-22 (Current Month)	FY 20-21 (Current Month)	FY 21-22 (Year to Date)	FY 20-21 (Year to Date)
23	13	135	216

Wildflower (Booked Current Month)	Bluebonnet (Booked Current Month)
12	11

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	7	27
2. City Chartered Non-Profit Organizations	2	17
3. Non-Residents Service Organizations	6	41
4. Non-Profit Associations	6	20
5. City Use	2	30

CITY OF GARDEN RIDGE BUILDING REPORT

March-22

Major Permits

Permit #	Address	Builder	Sq. Ft.	Value \$	Permit Fees
2236 -22	19834 Zepher Cove	19834 Zephyr Cove	6298	\$ 818,740.00	\$ 4,653.83
2239 -22	20514 Deer Garden Cove	Norman Woods	5422	\$ 704,860.00	\$ 4,134.20
Total			11,720	\$ 1,523,600.00	\$ 8,788.03

Minor Permits

Permit #	Address	Builder	Project	Permit Fees
2230 -22	8407 Orchard Glen	Robertson Construction	Addition	\$ 846.82
2231 -22	8407 Orchard Glen	Robertson Construction	Garage/Patio	\$ 510.48
2232 -22	8271 Apache Forest	Home Depot	Outbuilding	\$ 100.00
2233 -22	21540 Forest Waters Cir.	AAA Fence Pros	Fence	\$ 125.00
2234 -22	19810 Wild Hollow	Constructovate	Addition	\$ 606.26
2235 -22	8822 Tuscan Hills	Curtis Randolph	Gazebo	\$ 100.00
1588 -22	8387 Twisted Oaks	Quarter Moon Plumbing	Minor Hvac	\$ 100.00
2237 -22	19406 Arrowood Place	Keith Zars Pools	Pool, Spa, Deck	\$ 603.94
2238 -22	9916 Trophy Oaks	Cornerstone Construction	Steps, Sidewalk, Concrete Pad	\$ 350.00
2240 -22	9321 Gardenia Bend	Texas Pools & Patios	Pool, Deck	\$ 475.00
2241 -22	9946 Sumac Lane	Nature Way Yardscape	Driveway, Carport	\$ 317.00
2242 -22	8210 Garden Arbor	Ansley Staining Exterior Works	Fence	\$ 125.00
	9309 Gardenia Bend	N.E. Plumbing	Water Heater	\$ -
2243 -22	9616 Tuscan Hills	Casita	Ascend Construction	\$ 1,765.40
2244 -22	8519 Tuscan Hills	Allied Outdoor Solutions	Deck	\$ 100.00
	9309 Gardenia Bend	N.E. Plumbing	Water Heater	\$ -
	9614 Aster Circle	Mai Vu Plumbing	Water Heater	\$ -
	19406 Arrowood Place	Will's Plumbing & Svc.	Water Heater (tank-tankless)	\$ 100.00
2245 -22	8103 Wild Wind Park	Roger Grotzinger	Outbuilding	\$ 225.00
2246 -22	9015 Sumac Cove	Genesis Plumbing	Minor Plumbing	\$ 100.00
2247 -22	9608 Azalea Circle	American Fence & Deck	Fence	\$ 125.00
2248 -22	21221 Gunther Grove	712 Plumbers	Minor Plumbing	\$ 100.00
2249 -22	8227 Shining Elk	Tuff Shed	Outbuilding	\$ 100.00
2250 -22	22022 Deer Canyon	Andrew Mixter	Outbuilding	\$ 325.00
2251 -22	9301 Cinnabar Court	Keith Zars Pools	Pool, Spa, Deck	\$ 759.16
2252 -22	8238 Shining Elk	O'Haver Plumbing	Minor Plumbing	\$ 100.00
2253 -22	9622 Primrose	Blackjack Plumbing	Minor Plumbing	\$ 100.00
2254 -22	9525 Gloxinia Dr.	Bautrsta Concrete Work	Driveway	\$ 125.00
				\$ 8,284.06

Total Major Fees for the month	\$ 8,788.03
Total Minor Fees for the month	\$ 8,284.06
TOTAL	\$ 17,072.09

Fiscal Year 2022

Total major projects value	\$ 3,681,730.00
Total major projects sq. ft.	28,321
Total major permit fees	\$ 21,373.80
Total minor permit fees	\$ 23,269.82
Total permit fees	\$ 44,643.62



City of Garden Ridge

"A way of life, not just a place to live"

City Secretary Monthly Activity Report Reporting Period: March 2022

Administrative Operations and Upcoming Events

City Hall Office Hours

- Monday/Wednesday/Thursday: 8am-5pm, Tuesday: 8am-6pm, and Friday: 8am-4pm.
- Upcoming Holidays (City Hall closed): Friday, April 15th.
- After hours emergency phone number: 210-651-6831.

Shred Day

- The Garden Ridge Shred Day Event is scheduled for Saturday, June 18th from 10am-1pm at the Community and Event Center, courtesy of the Suzanne Kuntz Real Estate Team.

Garden Ridge Blood Drive

- The City of Garden Ridge and the Garden Ridge Lions are co-sponsoring a blood drive on Saturday, April 9th from 8:30am-1:30pm at the Community and Event Center. See the Grapevine for more information.

Hanson Aggregates Mulch Giveaway

- Hanson Aggregates-Servtex Quarry is offering free mulch to Garden Ridge residents on Saturday, April 16th from 8am-12pm at the end of Municipal Parkway. See the Grapevine for more information.

8th Annual Food Drive for RACAP

- Hanson Aggregates-Servtex Quarry is organizing its 8th Annual Food Drive for RACAP and donations can be dropped off at City Hall during regular business hours from April 18th-April 29th.

May 7, 2022, City of Garden Ridge General Election:

- The sample ballot has been finalized and is available on the City's website.
- See the Elections page on the City's Website for polling locations and hours.
- The official canvass will be conducted on Wednesday, May 18th at 7pm in the City Council Chambers.

Communication Efforts

Garden Ridge Emergency Alert System: G.R.E.A.S. will enhance the city's ability to communicate with residents during an emergency by sending direct notifications to your phone. This system will be used to send alerts for inclement weather, road closures, garbage delays, and so much more! Go to the City's website and click on the "ALERTS" graphic button on the homepage to SIGN UP/MODIFY your communication preferences. When signing up you will receive an email to validate your account. Please make sure you complete this validation to ensure you receive alerts.

Streaming of Meetings: City Council - 94 views / Commissions - 82 views.

Public Information Act (PIA) Summary

Year	Number of Requests
2022	43
2021	146
2020	207
2019	276
2018	225



POLICE DEPARTMENT MONTHLY BREAKDOWN

March 1 through March 31

Calls for Service

Dispatched: 114 City Ordinance: 14 Total: 128 False Alarms: 13

Arrests

- 1 – Warrant, motion to revoke his parole warrant for Burglary of a Habitation
- 1 - Manufacture/Deliver of a Controlled Substance, Evading Arrest or Detention, Possession of Marijuana

Traffic Enforcement

Crashes: 4 Citations: 44 Warnings: 29 Total: 73

Training / Certifications

- * Ofc. McMahan completed Psychological Compliance/ De-escalation
- * Ofc. McKay completed The Telecommunicator and Stress
- * Ofc McKenzie completed UAS for Public Safety
- * Ofc Waggoner completed Less Lethal Impact Weapons / Patrol Tactics
- * Ofc Wang completed Less Lethal, Taser, Patrol Rifle and Tactics training as part of FTO

Outreach Efforts

- * Coffee with the Cops. Come get your coffee mug if you haven't attended yet.
- * Refuse to be a Victim class held 26 March. Approximately 40 attendees.
- * CRASE class will be held on 16 April

Administrative Comments

- * Supervisors are meeting and updating PD Policy Manual
- * FTO for two officers going well.



City of Garden Ridge

"A way of life, not just a place to live"

MONTHLY PUBLIC WORKS REPORT

March, 2022

Activities for the month

Public Works Tasks Completed: 337

Storm Water Drainage Facility and Easement Maintenance

- Inspected 10 outfalls.
- Inspected 18 detention ponds.
- Stormwater public outreach: 2 message displayed on FM 2252 sign.
- Trash removed from Right of ways by volunteers: 118 lbs.
- Rain fall total : .93 in.

Street Maintenance

- Cut down dead tree on Schoenthal Rd.
- Filled 6 pot holes.
- Crack seal on Blazing Star Trail, Bluebell Dr., and Grasscreek.
- Replaced 20 street signs.

Parks Maintenance

- Paul Davis Park: Dragging ballfield with maintainer every week.
Removed 6 trailer loads of damaged tree limbs from storms.
Remove damaged flag poll and mark for new instillation,

City Facility/Property Maintenance

- City Hall: Crack seal parking lot.
- Bulk Dumpsters: Had new signs made for weekend bulk dumpsters.
- Community Center: New wireless mic system was installed.
Had both ovens checked out by a professional, both in working order.
- Former city complex: Cut down three oak trees that were damaging the foundation.
The wood was donated to the Lion's Club.

Oak Wilt

- No new reported cases.

Reports Submitted

- Wildlife Management Advisory Commission Report.

Future Projects or Needs

- More storage space required.
- Covered equipment storage.

Steven Steinmetz
Public Works
Director

Eric Lowman
Public Facilities
Foreman

Stanley Georg
Manuel Troncoso
Ryan Furgason

Ongoing Responsibilities

- Parks maintenance
- Facilities maintenance
- Streets
- All public facilities grass and right-of-way's
- Storm water Drainage
- Oak Wilt monitoring

Upcoming Events

May Dumpster
Schedule

May 7th. & 8th.

May 14th. & 15th.

May 21th & 22th.

May 28th & 29th

Animal Services Monthly Activities

- 3 deer carcasses were disposed of, which makes for the year 25.
- 0 wild hog was donated this month to Hunters for the Hungry, the year-to-date combined totals for wild hogs and deer donated are 0.
- 0 live traps loaned out this month, 4 traps loaned out year-to-date .
- 236 registered/reregistered animals for the year.
- 0 Nuisance complaints received.
- 0 Animal reported bites.

Adoptions

- 0 Dog; 0year-to-date.
- 0 Cats; 0 year-to-date.

Returned to owners

- 1 Dogs; 3 year-to-date.
- 1 Cats; 1 year-to-date.

Transferred to other agencies

- 2 Dogs for month; 4 year-to-date.
- 1 Cats for month; 13 year-to-date.

Currently in City care

- 4 Dogs; 0 Cats:

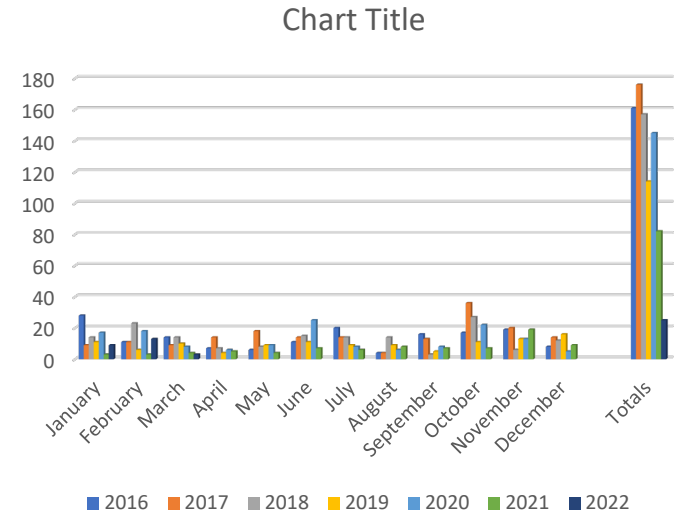


Year to Date Wildlife Report

[illegible]

Deer Carcass Removal Totals for 2016-2022

	2016	2017	2018	2019	2020	2021	2022
January	28	9	14	11	17	3	9
February	11	11	23	6	18	3	13
March	14	9	14	10	8	4	3
April	7	14	7	4	6	5	
May	6	18	8	9	9	4	
June	11	14	15	11	25	7	
July	20	14	14	9	8	6	
August	4	4	14	9	6	8	
September	16	13	3	5	8	7	
October	17	36	27	11	22	7	
November	19	20	6	13	13	19	
December	8	14	12	16	5	9	
Totals	161	176	157	114	145	82	25

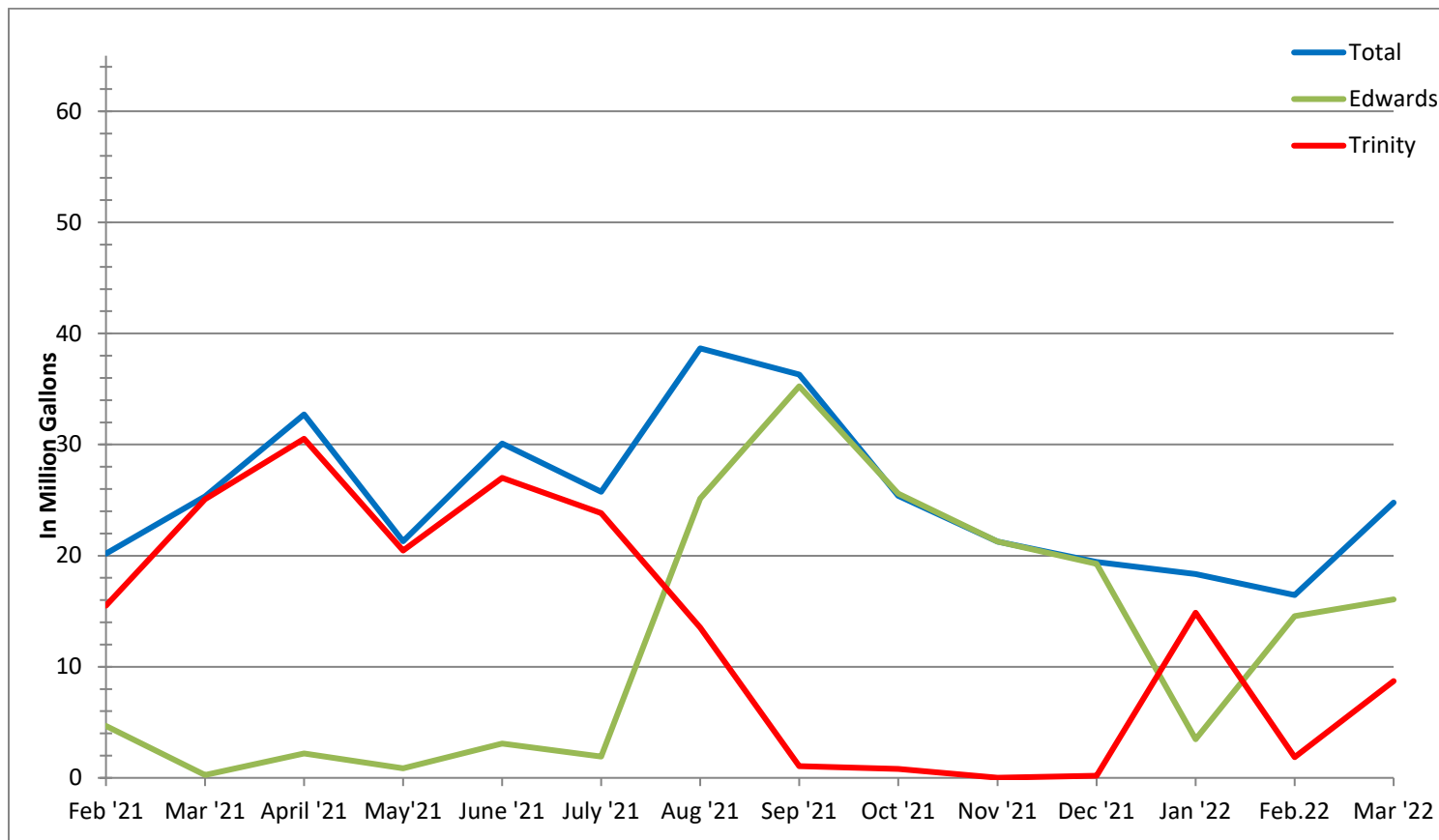




Utilities Department Report

As of March 31, 2022

City of Garden Ridge Aquifer Usage

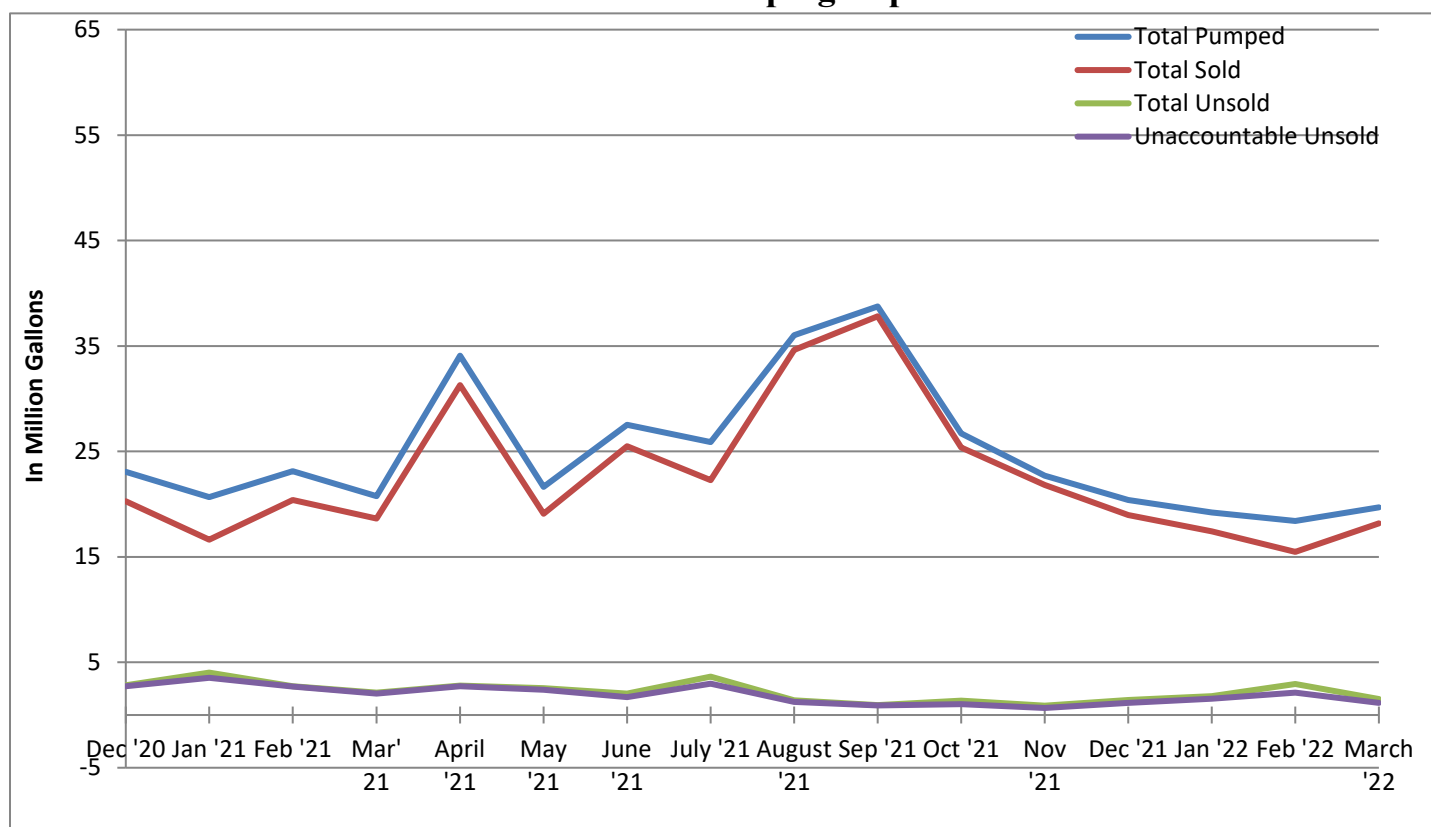


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	49.28	104.71	535.35	1
Trinity Well Usage AC/FT:	26.7	78.16	N/A	0

Water Quality

Backteriological Samples	Due :	Missed:	Passed:	Failed:
Distribution Samples :	6	0	6	0
Raw Water Samples :	4	0	4	0
Chlorine Residual Test:	31	0	31	0

2021 – 2022 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
	23,077	20,270	2,807	2,736	11.9%
Mar '21	20,744	18,627	2,117	2,030	9.8%
April '21	34,076	31,287	2,789	2,728	8.0%
May '21	21,642	19,080	2,562	2,391	11.0%
June '21	27,531	25,505	2,026	1,684	6.1%
July '21	25,895	22,262	3,633	1,883	7.3%
Aug '21	36,036	34,630	1,406	1,236	3.4%
Sept '21	38,746	37,814	9,327	893	2.3%
Oct '21	26,719	25,368	1,351	1,025	3.8%
Nov '21	22,702	21,817	8,858	668	2.9%
Dec '21	20,393	18,955	1,438	1,149	5.6%
Jan '22	19,203	17,414	1,789	1,553	8.1%
Feb '21	18,402	15,471	2,931	2,131	11.6%
Mar '22	19,708	18,182	1,526	1,160	5.9%
Yearly Average	25,782	23,334	3,183	1,662	7.0%
Yearly national average					16%

Utilities Department Monthly Activities:

New Installed Meters	2	Work Orders	343
Meter Replacements	1	Locates	51
City Owned Leaks	1	Irrigations Permits Issued	1
Meters Read	1692	Total Rebates	2
Meter Tests	0	Total AMI Notification	662
Automatic Draft Customers	682	- Abnormal Usage	195
AMI Customer Portal Profiles	616	- Continuous Flow	43
E-Billing Customers	385	- Leak Info Code	357
		- Usage Trend	67

*Active Leak Info Code Alerts – The firmware on the meter is measuring the flow rate through the meter and will only be triggered if water is flowing continuously above the configurable parameter of the meter’s max-flow rate threshold for 24 hours. The city has set a standard max-flow rate of .1% and is notified of any triggered alert.

Leak Adjustments

New Requests	1	Waiting for Customer	1	Approved	1	Amount Approved	\$9.80	Denied	1	Sent to Water Commission	0
--------------	---	----------------------	---	----------	---	-----------------	--------	--------	---	--------------------------	---

Projects & Announcements:

Project	Status Update	Estimated Completion	Issues/Required Actions
2252 Wastewater Project	Ongoing	Contractor has installed 100% of the Wastewater Main	
Leak Detection; Regency Oaks Subdivision completed- No leaks detected at this time			

COVID-19 Pandemic

The utilities Department is continuing to be vigilant to keep our staff and infrastructure safe from the spread of the Coronavirus. We are still cleaning facilities, vehicles, and equipment daily to ensure our staff and water system stay safe.



Garden Ridge Library

Volume V, Issue 7

April 6, 2022

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for April

Children's Activities

Tuesday, Lego Robotics, 3:15 PM

Wednesday, Lego Club, 3:15 PM

Thursday, Coding Club, 3:15 PM

Friday, Preschool Storytime and Stay & Play,
10:30 AM

Special Easter Bunny Storytime, April 8 @
10:30 AM—The Easter Bunny will make a special
appearance! Bring your Easter Basket for
an Easter Egg Hunt afterward.

Adults' Activities

1st Tuesdays, Card-making for Troops, 1:00

3rd Tuesdays, Card-making, 1:00 PM

4th Tuesdays, Crafternoon, 1:00 PM

Thursdays, Adult Coloring, 1:00 PM

Lunch-n-Learn, Thursday, April 21, 12 noon,
"Gardening for Birds," presented by Cyndie
Segovia

**A Special Class will held April 13, 12 Noon,
on CPR.** Several things have changed in the
past 10 years., so this can be valuable for people
who have had the class before. **Knowing
CPR could save the life of a loved one.**

Department Statistics for March

Visits to the Library	1,050
Items Checked Out	2,263
New Patrons Added	37
New Items Added to Physical books	135
-Libby Books + Libby Advantage	387
Volunteer Hours	134

Activity Statistics

Children's Preschool Storytime	214
Children's Lego Robotics, Coding, & Regular Legos	139
Adult Classes—Coloring, Sodalis Book club, crafts	150

Activity Totals 503

***National Library Week, April
4-9,
"CONNECT WITH YOUR
LIBRARY"***



memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Ms. Nancy Cain, City Administrator, City of Garden Ridge
Date: March 24, 2022
Re: Engineering Report for April 2022 Council Meeting

1. FM 2252 TxDOT Project

- Trihydro has started the design of the water line relocation along FM 2252.
- TxDOT provided the updated schematic for the extended project limits (through the intersection of FM 2252 and FM 3009) and the updated drainage design. Trihydro is in the process of designing the water line relocation at the intersection of FM 2252 and FM 3009.

2. Land Development Projects

- Bat Cave Road Master Development Plan: The master development plan has been reviewed by the City Engineer and comments have been provided to the developer's engineer.
- Guadalupe Readymix: The master development plan has been reviewed by the City Engineer and comments have been provided to the developer's engineer.



City of Garden Ridge

"A way of life, not just a place to live"

LEGAL NOTICE **NOTICE OF PUBLIC HEARING** **CITY OF GARDEN RIDGE** **CITY COUNCIL**

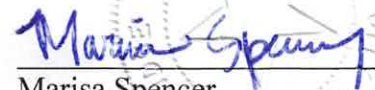
The City Council of the City of Garden Ridge, Texas, will conduct a public hearing on Wednesday, April 6, 2022, at 6:00 p.m. in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

The purpose of the public hearing will be to consider a petition by Shawn M. Willis on behalf of Pensionmark – San Antonio, for the issuance of a Special Use Permit for Phase 1, for construction and operation of a one (1) story 11,725 square foot office and retail building, with associated sidewalks, parking spaces, driveways, and detention pond on property zoned Neighborhood Services (B-1), located at 19243 FM 2252, Garden Ridge, Texas, further described as a 4.23 acre tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430 of the Official Public Records of Comal County, Texas. The property is further located on the east side of FM 2252 across from Hickory Bend in Garden Ridge, Texas.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on this matter. Alternatively, written comments on this matter may be submitted in accordance with the ***City of Garden Ridge Notice of Procedures for Written Comments during Public Hearings*** posted on the City's Website.

The meeting can be viewed live on the City's YouTube Channel and will be archived on the City's Website for on demand viewing. Please feel free to contact City Hall at 210-651-6632 if you need additional information on this matter.

This is to certify that I, Marisa Spencer, posted this Legal Notice at 1:00 p.m. on March 17, 2022, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Marisa Spencer
City Secretary



NOTICE OF PROCEDURES WRITTEN COMMENTS DURING PUBLIC HEARINGS

In an effort to protect public health and limit the potential spread of COVID-19, the City of Garden Ridge is offering an additional option to submit comments for a posted public hearing.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on the matter. Alternatively, written comments on a matter contained in a posted **Notice of Public Hearing** may be submitted *up to two (2) hours before the meeting in which the public hearing will be held* via email to citysecretary@ci.garden-ridge.tx.us.

If citizens submit a written comment but choose to attend the public hearing and speak in person then be advised the written comment will not be read aloud.

When submitting written comments to be included as an official record during a public hearing, the following guidelines must be strictly adhered to and **any comments that fail to adequately meet these guidelines will not be read aloud:**

1. Comments must be received by the City Secretary before the deadline stated above.
2. Each citizen is limited to one 3-minute period, which also applies when the City Secretary is reading comments. Therefore, written comments should be limited to approximately 350 words or less.
3. State your name and address before your comments begin.
4. Direct your comments to the entire Commission/City Council, not to an individual member, nor to the audience.
5. Show the Commission/City Council the same respect that you would like to be shown.

As a reminder, all City Council and Commission meetings can be viewed live on the City's YouTube Channel or the City's Website. Additionally, these videos are bookmarked and archived on the City's Website for convenient on demand viewing.

Please feel free to contact City Hall at 210-651-6632 if you need additional information.

Respectfully,

Marisa Spencer
City Secretary

DRAFT 2/15/2022

**CITY OF GARDEN RIDGE
SPECIAL USE PERMIT**

Permit Number:01-042022

Amendment No:

Council Approval Date:

Council Approval Date:

Issued to: WD Pensionmark, Phase 1
Owned by Vaquero Grande, LLC

Mailing Address: 19243 FM 2252
Garden Ridge, Texas 78266

Use Location/Address: 19243 FM 2252
Garden Ridge, Texas 78266

Zoning District of Use Location: Neighborhood Service District (B-1)

Authorized Use: Construction of a one story 11,725 SF office/retail building, with associated sidewalks, parking spaces, and driveway in accordance with Ordinance No. 13-122018, Section 6, Commercial Zones, 6.2 Neighborhood Services District (B-1) and site plan C3.1 and C3.2 as attached.

Conditions:

1. Permittee shall comply with all requirements of City Zoning Ordinance 13-122018.
2. Construction of a detention pond on property that meets all requirements of the City of Garden Ridge and final approval of the City Engineer.
3. Permittee's activities shall be in accordance with the Application for Special Use Permit dated February 7, 2022, and with the Master Plan approved by the City of Garden Ridge City Council on September 1, 2021.
4. Prior to construction on the property the following will be required:
 - a. Submission of construction plans and any other associated plans or documents deemed necessary to provide the required review by the City Engineer and City Building Inspector for issuance of a Building Permit.

- b. Issuance of a Building Permit by the City of Garden Ridge.
- 5. Utility Easements shall be in accordance with the plat approved by the City of Garden Ridge City Council, February 2, 2022, and filed in the Comal County Clerk's Office.
- 6. This permit may not be amended nor transferred without prior approval of the City of Garden Ridge City Council in accordance with Ordinance 13-122018, Section 12. Conditional Uses, 12.1. Specific Use Permits, 12.1.1. Authority to Issue.
- 7. This permit shall terminate automatically upon:
 - a. Permittee failing to comply with any condition listed above, or
 - b. Change in property ownership.

Nancy Cain
City Administrator

Effective Date

I hereby acknowledge receipt of this Special Use Permit and agree to be bound by the terms and conditions thereof.

XXXXXXXXXX
Permittee

Date

Planning and Zoning Form 3
APPLICATION FOR SPECIAL USE PERMIT
(Type or Print)

1. Date: 02/07/2022 Case #: _____
2. Applicant Name: Shawn Willis
(First) (Middle) (Last)
Doing Business as: Pensionmark - San Antonio
(First) (Middle) (Last)
Texas Sales & Use Tax Permit Number: _____
3. Mailing Address: 19243 FM 2252
(Street)
Garden Ridge, TX 78266
(City) (State) (Zip)
Phone: (210)-444-9272
4. Physical Address of Business: 19243 FM 2252
(Street)
Garden Ridge, TX 78266
(City) (State) (Zip)
Phone: (210)-444-9272
5. Applicant's relationship to property or business:
Sole owner () Part owner () Other; Architect
(Specify)
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)
6. Legal description of property on which business is to be located:
Plat: Lot(s) 1 Block(s) 1
Subdivision Pensionmark Office Center
Acreage: 4.223 (If acreage, provide separate metes and bounds description as attachment 2.)
Property Deed recorded in Comal County Volume # _____ Page # _____
Instrument 201906028430 and 202006018060
7. Existing use of property; vacant tract of land
8. Use of property being requested (Be specific and give details - attach additional sheets as needed):
New 11,725 SF office/retail building. 5,340 square feet will be occupied by the applicant for the use of a professional office for financial advisors. The remaining 6,385 square feet will remain empty shell space for future commercial or retail leasing. There are no prospect leases at this time.

9. Give dimensioned map with north orientation, scaled 100 or 200 feet per inch, of the property showing all streets and parcels of land within 300 feet of the property as attachment 3. Key each adjoining land parcel to a list of current owners and addresses as attachment 4.
10. Give site plan showing location, dimensions and uses of existing or proposed structures, easements, water sources, fences, curb cuts, street and alley right-of-way lines within one foot of property for which variance is requested, on another map of larger scale, as attachment 5.
11. Identify any deed restrictions on agriculture, residential, business or other use. If none, so state: No deed restrictions are applicable.

12. The undersigned hereby requests that the property identified in this application be approved for the Special Use(s) requested above in accordance with in accordance with Garden Ridge City Ordinance 13, section 12. I consent to the posting of hearing notices on the said property. I understand that the information provided herein might be used by the City of Garden Ridge for sending required notices to adjacent property owners, if required. I bear full responsibility and liability for any losses or costs incurred by the City, or others, caused by errors or omissions in this application.

13. Applicant Signature: Shirley Willis

____ Attachments:

1. Owner(s) letters of authorization, if applicable ✓
2. Metes and Bounds description of property, if applicable ✓
3. Map of property ✓
4. List of adjacent property owners ✓
5. Site plan ✓
6. Check for Special Use Permit fee per Garden Ridge City Ordinance 11.

----- CITY USE ONLY -----
Special Use Permit

		Date
City Admin.:	Application received	_____
	Application verified	_____
	Fee received \$_____ Check #_____	_____
	Application sent to P&Z	_____
P&Z:	Owners' acceptance of application	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
	P&Z decision on Special use Permit	_____
City Council:	P&Z recommendation to City Council	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
City Admin.:	Public hearing conducted, if required	_____
	Applicant notified of Council Decision	_____

OWNER AGENT AUTHORIZATION

10223 McAllister Hwy, Ste 205
San Antonio, Texas 78216

210 829 1600 P
210 829 1603 F

September 16, 2020



Nancy Cain, City Administrator
City of Garden Ridge
9400 Municipal Parkway
Garden Ridge, Texas 78266

Re: Vaquero Grande, LLC
19243 FM 2252, Ste. 300,
Garden Ridge, TX 78266
4.23 Acre Tract on FM 2252, Garden Ridge, Texas 78266

Dear Ms. Cain:

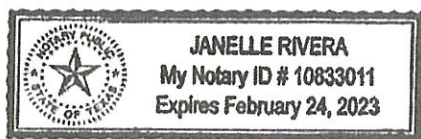
Please be advised that Shawn Willis of Acuform Architecture is hereby authorized to act as my agent in matters pertaining zoning, platting, and building regulatory efforts for the above referenced project. Please don't hesitate to contact me should you have any further questions or concerns.

Respectfully,

Dean Salyer
Vaquero Grande, LLC

STATE OF TEXAS §
COUNTY OF BEXAR §

On this the 16th day of September, 2020, Dean Salyer of Vaquero Grande, LLC, personally appeared before me and executed this document.



Notary Public in and for the State of Texas

Notary Public Printed or Typed Name



Attachment 2



4.23 ACRES
184,386 SQUARE FEET

EXHIBIT "A"

BEING a 4.23 acres (184,386 square feet) tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430, of the Official Public Records of Comal County, Texas, same being described by a drawing (120110_V_PLAT.DWG, dated September 11, 2020) attached to and made part hereof and more particularly described as follows:

BEGINNING at a found 1/2" iron rod with blue cap stamped "KFW SURVEYING", lying in the existing South right-of-way line of F.M. Road 2252 (Nacogdoches Road-variable width right-of-way), for the Northeast corner of the aforementioned remaining portion of a 4.402 acre tract, the Northwest corner of a 2.080 acre tract of land described to Sahota Holdings, LLC, a Texas Limited Liability Company, recorded in Document 201506045605, of the Official Public Records of Comal County, Texas, and the Northeast corner of the herein described 4.23 acre tract of land;

THENCE South 30°38'15" East (Record – S30°37'49"E), a distance of 430.09 feet, leaving the existing South right-of-way line of the aforementioned F.M. Road 2252, along the East line of the aforementioned remaining portion of a 4.402 acre tract and the West line of the aforementioned 2.080 acre tract, to a found 1/2" iron rod, lying in the existing North right-of-way line of Old F.M. road 2252 (Old Nacogdoches Road-variable width right-of-way), for the Southeast corner of said remaining portion of a 4.402 acre tract, the Southwest corner of said 2.080 acre tract, and the Southeast corner of the herein described 4.23 acre tract of land;

THENCE South 61°21'53" West, (Record – S61°22'08"W), a distance of 154.26 feet, along the existing North right-of-way line of the aforementioned Old F.M. Road 2252, to a found 1/2" iron rod, for a point of curvature of the herein described 4.402 acre tract of land;

THENCE Southwesterly along a curve to the left having a radius of 1,945.09 feet, an arc length of 251.78 feet, a delta angle 07°25'00", and a chord which bears South 57°14'53" West (Record – S57°15'09"W), a distance of 251.60 feet, continuing along the existing North right-of-way line of the aforementioned Old F.M. Road 2252 and the South line of the aforementioned remaining portion of a 4.402 acre tract, to a 1/2" iron rod set with plastic cap stamped "CDS/MUERY S.A. TX.", for the Southwest corner of said 4.402 acre tract, the Southeast corner of a 2.672 acre tract of land described to B.R.C.E. Properties, recorded in Document 201706054702, of the Official Public Records of Comal County, Texas, and for the Southwest corner of the herein described 4.23 acre tract of land;

4.23 ACRES
184,386 SQUARE FEET

South 74°55'18" East (Record – S74°55'15"E), a distance of 111.88 feet, to the **PLACE OF BEGINNING** and containing 4.23 acre tract of land.

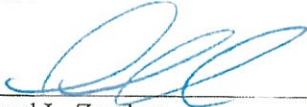
The bearing basis for this survey is Grid North, Texas State Plane Coordinate System, NAD83(2011), EPOCH: 2010, Texas South Central Zone (4204).

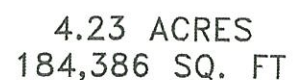
THE STATE OF TEXAS X
 X **KNOWN TO ALL MEN BY THESE PRESENTS:**
COUNTY OF BEXAR X

I, Darryl L. Zercher, a Registered Professional Land Surveyor, do hereby certify that the above field notes were prepared using information obtained by an on the ground survey made under my direction and supervision in June 2020

Date 11 day of SEPTEMBER 2020 A.D.




Darryl L. Zercher
Registered Professional Land Surveyor
No. 5609 - State of Texas

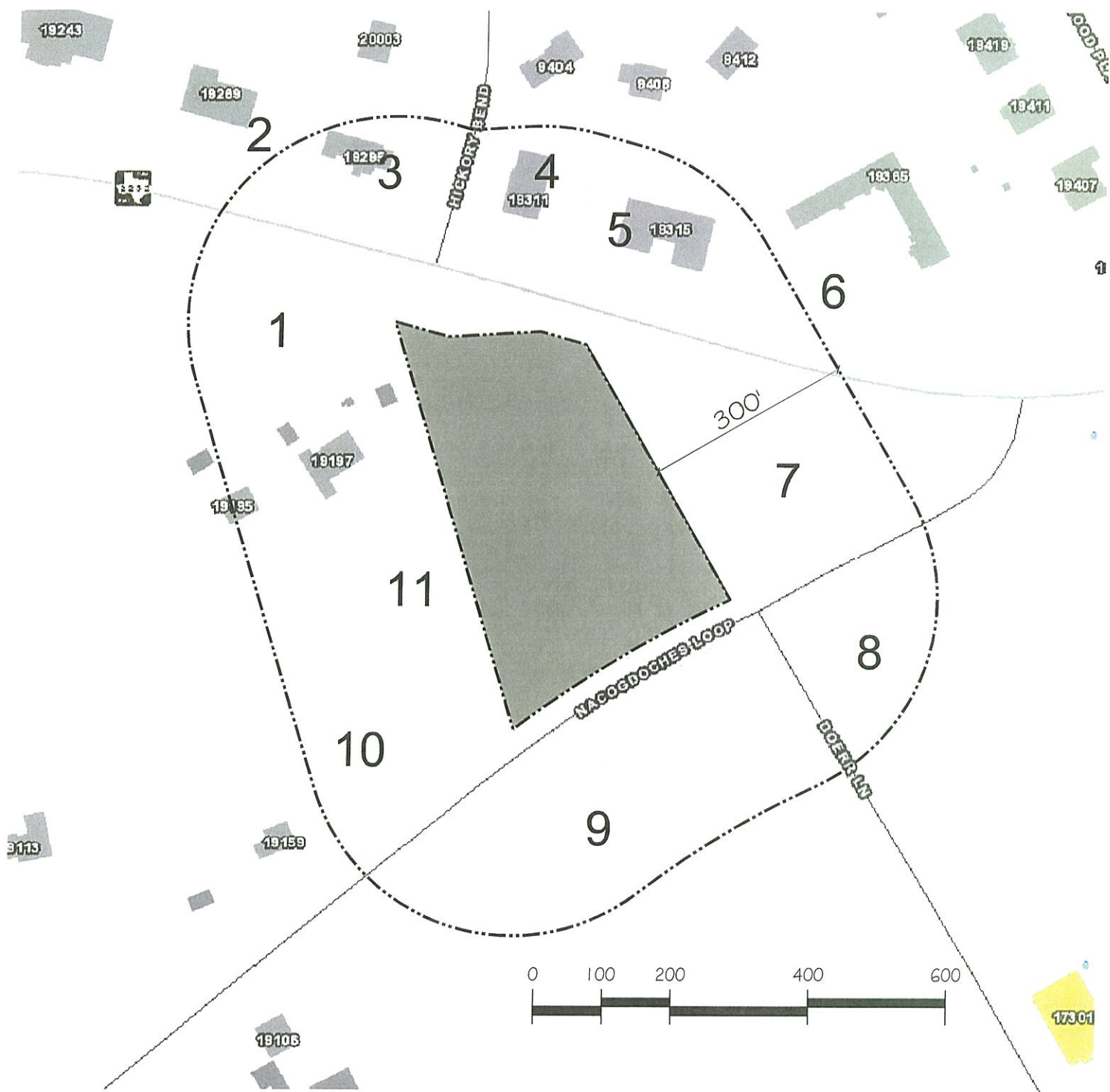




Area Map

NOT TO SCALE

Attachment 3



Attachment 4

NAME & ADDRESS OF OWNERS WITHIN 300' OF SUBJECT PARCEL

The names, addresses and zip codes listed below are those listed on the latest adopted ad valorem tax rolls as reflected by Comal Appraisal District for the current tax year.

1	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	GONZO PROPERTIES LLC	74426
	ADDRESS:	2310 N LOOP 1604 W # 4	A-120 SUR- 96 G M DOLSON, ACRES 1.734
	CITY, STATE:	SAN ANTONIO, TX	ZIP: 78248-4512

2	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	WMMT VENTURES LLC	101075
	ADDRESS:	19269 FM 2252 STE 200	HOWELL PARK, BLOCK 1, LOT 2
	CITY, STATE:	GARDEN RIDGE, TX	ZIP: 78266-2579

3	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	HOWELL MARK P	101074
	ADDRESS:	19295 FM 2252	HOWELL PARK, BLOCK 1, LOT 1
	CITY, STATE:	GARDEN RIDGE, TX	ZIP: 78266-2926

4	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	VOELLER PROPERTIES LLC	106270
	ADDRESS:	19311 FM 2252	FASHLEY OAKS EXECUTIVE CENTER, LOT 1-A
	CITY, STATE:	GARDEN RIDGE, TX	ZIP: 78266-2984

5	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	REUNION PARTNERS LLC	106269
	ADDRESS:	PO BOX 311323	ASHLEY OAKS EXECUTIVE CENTER, LOT 2
	CITY, STATE:	NEW BRAUNFELS, TX	ZIP: 78131-1323

6	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	FINDERS REAL ESTATE LLC	106271
	ADDRESS:	1001 PAT BOOKER RD, SUITE 100	ASHLEY OAKS EXECUTIVE CENTER, LOT 3
	CITY, STATE:	UNIVERSAL CITY, TX	ZIP: 78148-4147

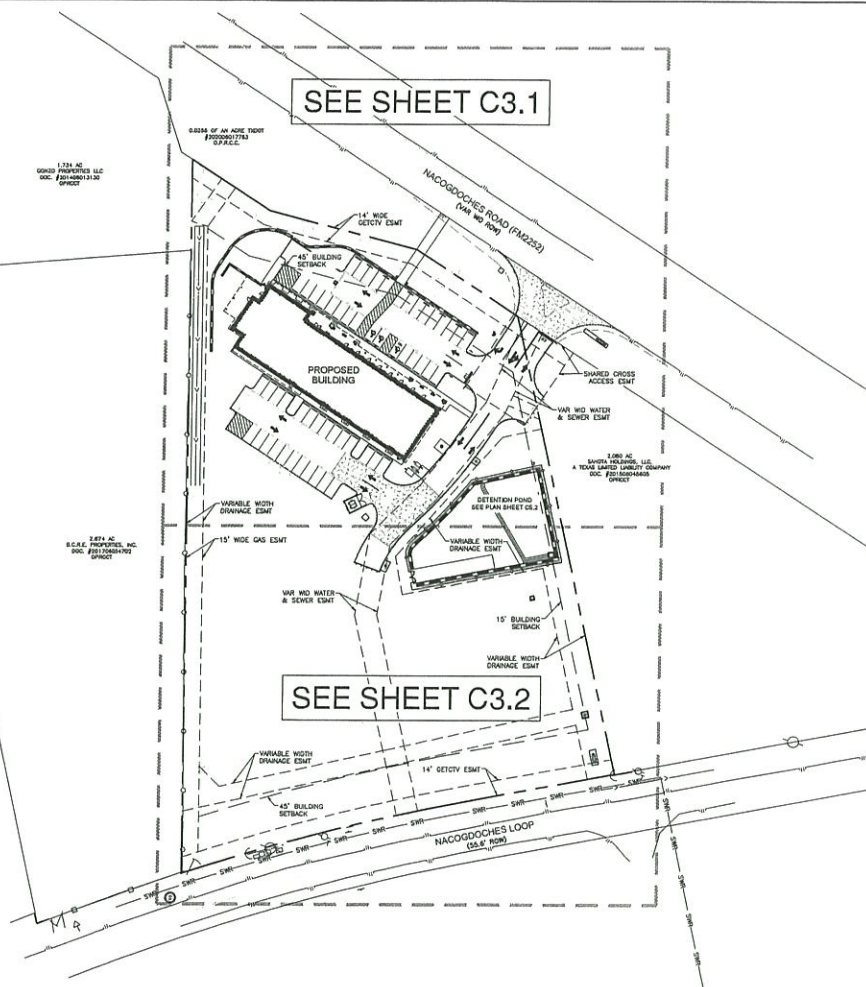
7	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	SAHOTA HOLDINGS LLC	74432
	ADDRESS:	PO BOX 592233	A-120 SUR- 96 G M DOLSON, ACRES 2.075
	CITY, STATE:	SAN ANTONIO, TX	ZIP: 78259-0161

8	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	WMMT VENTURES LLC	74441
	ADDRESS:	19269 FM 2252 STE 200	A-120 SUR- 96 G M DOLSON, ACRES 14.0836
	CITY, STATE:	GARDEN RIDGE, TX ZIP: 78266-2579	

9	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	LADSHAW PARTNERSHIP LTD ET AL	74430
	ADDRESS:	393 LANDA ST	A-120 SUR- 96 G M DOLSON, ACRES 6.494
	CITY, STATE:	NEW BRAUNFELS, TX ZIP: 78130-5407	

10	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	GALLEGOS SALVADOR & DAMARIS	74447
	ADDRESS:	19195 NACOGDOCHES LOOP	A-120 SUR- 96 G M DOLSON, ACRES 3.319
	CITY, STATE:	GARDEN RIDGE, TX ZIP: 78266-2737	

11	NAME AND ADDRESS OF OWNER		PROPERTY IDENTIFICATION #
	NAME:	B C R E PROPERTIES INC	74450
	ADDRESS:	1126 W COMMERCE ST	A-120 SUR- 96 G M DOLSON, ACRES 2.672
	CITY, STATE:	SAN ANTONIO, TX ZIP: 78207-4447	

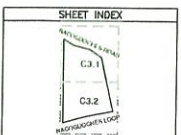
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File der 26. 02. 2022, 1:24pm User: E6 registered
File: P:\UNDO\201101\4.44C Carsten Budget Performance Office Carsten\Doc 20\Umg\Engine\CLC Overall 39% AND RETIME PLANNING

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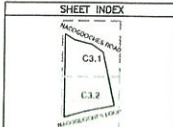
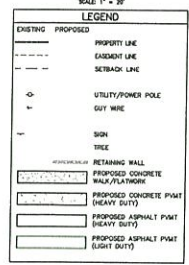


LEGEND	
EXISTING	PROPOSED
-----	PROPERTY LINE
-----	EASEMENT LINE
-----	SETBACK LINE
⊕	UTILITY/POWER POLE
⊕	GUT WARE
⊕	SIGN
⊕	TRUCK
⊕	RETAINING WALL
⊕	PROPOSED CONCRETE WALK/PATHWAY
⊕	PROPOSED CONCRETE PAVT (HEAVY DUTY)
⊕	PROPOSED ASPHALT PAVT (HEAVY DUTY)
⊕	PROPOSED ASPHALT PAVT (LIGHT DUTY)

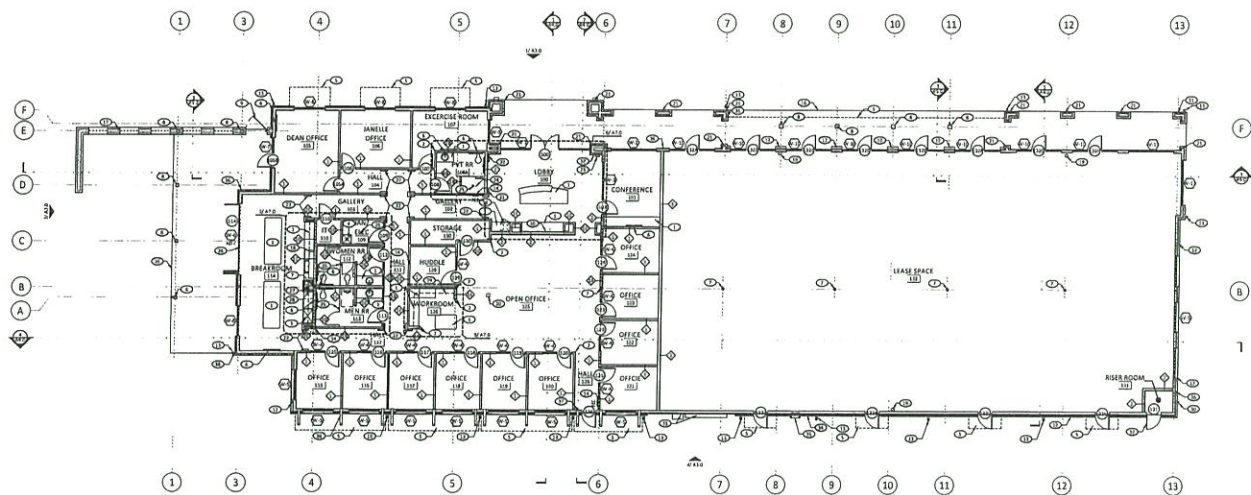


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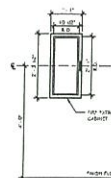
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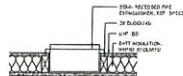
NO DATE	DESIGNED BY	DATE
	DRAWN BY	OCTOBER 2021
THIS DOCUMENT IS PREPARED FOR THE PURPOSES OF THE PROJECT AND IS NOT TO BE USED FOR ANY OTHER PURPOSES.		



1 FLOOR PLAN - ANNOTATIVE
SCALE: 1/8" = 1'-0"



3 RECESSED FIRE CAB. - ELEV. DTL.
SCALE: 3/4" = 1'-0"

2 SEMI-REC. F.E. DTL.
SCALE: 1 1/2" = 1'-0"

KEYNOTES

- | | | | | | | | |
|----|--|----|--|----|---|----|------------------------------|
| 1 | WALL STUDS, 2" X 4" INTERIOR SECTION | 11 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 21 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 31 | REINFORCED PER 1" X 4" STUDS |
| 2 | CEILING STUDS, 2" X 4" INTERIOR | 12 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 22 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 32 | REINFORCED PER 1" X 4" STUDS |
| 3 | INTERIOR FLOOR, 2" X 4" STUDS | 13 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 23 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 33 | REINFORCED PER 1" X 4" STUDS |
| 4 | INTERIOR FLOOR, 2" X 4" STUDS | 14 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 24 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 34 | REINFORCED PER 1" X 4" STUDS |
| 5 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 15 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 25 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 35 | REINFORCED PER 1" X 4" STUDS |
| 6 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 16 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 26 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 36 | REINFORCED PER 1" X 4" STUDS |
| 7 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 17 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 27 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 37 | REINFORCED PER 1" X 4" STUDS |
| 8 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 18 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 28 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 38 | REINFORCED PER 1" X 4" STUDS |
| 9 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 19 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 29 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 39 | REINFORCED PER 1" X 4" STUDS |
| 10 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 20 | CONCRETE/PORECEMENT, 8" REINFORCED PER 1" X 4" STUDS | 30 | POUR CONCRETE, EXTERIOR WALKWAY, REINFORCED AT 12" X 12" X 4" PER 1" X 4" STUDS | 40 | REINFORCED PER 1" X 4" STUDS |



REVISIONS

PRELIMINARY NOT FOR CONSTRUCTION OR REGULATORY APPROVAL	
--	--

PROJECT NO.: 000-55
DATE: 8-2-99
DRAWING: 01-PLAN
ELEVATIONS

A3.0

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ACUFORM ARCHITECTURE
17201 JONES MALTSBERGER, SUITE 102
SAN ANTONIO, TEXAS 78247-2811
210.829.1600

WD PENSIONMARK - GARDEN RIDGE
AUGUST 6, 2021

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SAN ANTONIO, TEXAS 78247-2811
210.829.1600

WD PENSIONMARK - GARDEN RIDGE
AUGUST 6, 2021

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The drive through lane and road is no longer in the scope.
Rendering has not be updated to reflect this change.
Refer to the site plan.

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WD PENSIONMARK - GARDEN RIDGE
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WD PENSIONMARK - GARDEN RIDGE
AUGUST 6, 2021

acuform
ARCHITECTURE

Date Submitted: 3/1/2022



City of Garden Ridge

"A way of life, not just a place to live"

City Commission Volunteer Interest Form

First Name*

DARREN

Last Name

BATES

Address*

20103 Regency Run

Phone Number

Email Address

Date of Birth*

Voter Unique Identifier (VUID)

Qualifications from Ordinance No. 210*

Please check all the boxes that apply to you.

- ☒ A registered voter in Garden Ridge, TX
- ☒ Has resided in the City for at least six (6) months
- ☒ Has not been convicted of a felony
- ☒ Has not been found mentally incompetent by a final judgment of a court

Occupation

Currently USAF retired - 22 years; On-boarding Civil Service at JBSA-Randolph

Please check which of the following Commission you have a desire to serve on:

☒ Planning and Zoning Commission

☐ Wildlife Management Advisory Commission

☐ Quarry Commission

☐ Any City Commission

☐ Water Commission

Tell us why you desire to serve on a City Commission.

As a resident of Garden Ridge for almost seven years, I have been able to participate as a citizen in a couple planning and zoning meetings. During those sessions, I have met and witnessed folks who appreciate what Garden Ridge is – A way of life, not just a place to live. My desire is to contribute to the success of Garden Ridge as a commission member to best ensure ordinances are upheld, and appropriately review/critique variances when sought.

List any Boards, Commissions or Committees you have previously served on in Garden Ridge or other entities.

Dir. Of Staff, 12th Flying Training Squadron - Led six Field Grade Officers overseeing 12 offices and a 63-member team to manage and train over 800 aviation students annually

Dir. Of Student Affairs, 12th Flying Training Squadron - Led four Field Grade Officers and 600 Lieutenants (USAF/USN/USMC) managing the Air Force's only Undergraduate RPA Training and Basic Sensor Operator Course via 3 geographically separated courses

Dir. Of Inspections, 12th Flying Training Wing (FTW) - Led the 12th FTW Commander's Inspection Program covering 10,000 personnel, 3 geo-separated units, 5 airfields, 19 squadrons, 302 aircraft, 40 Program Managers & 111 Inspection members

(Please see resume for further detail.)

Please attach your resume or a bio.*

Darren Bates Res_GR.pdf

Date

3/1/2022

A resume or a bio is required to be submitted with Volunteer Interest Form.

DARREN E. BATES

20103 Regency Run, Garden Ridge TX 78266

[REDACTED]

[REDACTED]

COMMISSION STATEMENT: A servant-leader, bringing over twenty-two years of Air Force leadership, operations, instruction, and staff experience to support the Garden Ridge Planning & Zoning Commission.

CITIZENSHIP/RESIDENCY: United States of America / Garden Ridge, TX

FORMAL EDUCATION:

2004 – M.A.S. (w/ Distinction), Aerospace Management, Embry-Riddle Aeronautical University, Daytona Beach FL

1997 – B.A., Applied Physics, Stockton University, Pomona NJ

PROFESSIONAL MILITARY EDUCATION:

2014 – Air War College, Air University (Maxwell AFB, AL - Correspondence)

2008 – Air Command and Staff College, Air University (Maxwell AFB, AL - Correspondence)

2006 – Squadron Officer School, Air University (Maxwell AFB, AL – In Residence)

EXPERIENCE (Details Attached)

11/2020- 09/2021: T-6A Sim IP; 558 Flying Training Squadron (FTS), Joint Base San Antonio (JBSA)-Randolph TX

09/2019- 11/2020: Director of Staff; T-6A Sim IP; 12th Training Squadron (TRS), JBSA-Randolph TX

06/2018- 09/2019: Director, Student Affairs; T-6 Sim IP; 12th TRS, JBSA-Randolph TX

03/2017- 06/2018: Director of Inspections; T-1A IP; 12th Flying Training Wing (FTW), JBSA-Randolph TX

03/2016- 03/2017: Asst. Dir. of Operations (DO); T-1A IP; 12th Operational Support Squadron (OSS), JBSA-Randolph TX

06/2015- 03/2016: Asst. DO; Asst. Scheduling Chief; T-1A IP; 99th FTS, JBSA-Randolph TX

03/2012- 06/2015: Chief, Command Aviation Safety; Command Flight Safety Officer (FSO); Wright-Patterson AFB OH

10/2011- 03/2012: Strategist and Operational Planner; U.S. Air Force Central Command, Shaw AFB SC

07/2008- 10/2011: Chief, Command Post; Asst. Director of Operations; Deputy Chief, Wing Safety; Chief, Aviation Safety
C-17A Formal Training Unit (FTU) IP, 97th Air Mobility Wing (AMW), Altus AFB OK

04/2005- 07/2008: Asst. Director of Operations; Flight Commander; Chief, Current Operations;

C-17A IP/Aircraft Commander (AC), 6th Airlift Squadron (AS), Joint Base McGuire-Dix-Lakehurst NJ

12/1999- 04/2005: Class Commander; Asst. Flight CC; Standardization & Evaluation Monitor; TERPS Liaison; Executive
Officer & T-1A Check/IP (USAF/USN) 71st Flying Training Wing, Vance AFB OK

LEADERSHIP TRAINING / SPECIALIZED COURSES

2019 – T-6A Simulator Instructor Training (JBSA-Randolph, TX)

2017 – U.S. Air Force Inspector General Wing Inspector & Investigating Officer ('18) Course (Washington, D.C.)

2015 – T-1A Pilot Instructor Training (& in 2001) (JBSA-Randolph, TX)

2014 – U.S. Air Force Safety Center, Board President & Chief of Safety Course (Kirtland AFB, NM)

2012 – Nuclear Management Executive Seminar, HQ AFMC (WPAFB, OH)

2011 – Strategic Planners Course, Air University (Maxwell AFB, AL)

2008 – U.S. Air Force Safety Center, Flight Safety Officer School (Kirtland AFB, NM)

2007 – C-17A Instructor Pilot School (Altus AFB, OK)

2005 – C-17A Aircraft Commander Initial Qualification Course (Altus AFB, OK)

2002 – U.S. Air Force Advanced Instrument School (JBSA-Randolph, TX)

2000 – Joint Specialized Undergraduate Pilot Training (Vance AFB, OK)

AWARDS

2021 – Meritorious Service Medal, 2nd Oak Leaf Cluster (JBSA – Randolph)

2016 – Air Force Achievement Medal, 1st Oak Leaf Cluster (JBSA – Randolph)

2012 – Air Force Commendation Medal, 1st Oak Leaf Cluster (Altus AFB, OK)

2010 – Humanitarian Service Medal, 1st Oak Leaf Cluster (Altus AFB, OK)

2007 – Air Medal 2nd Oak Leaf Cluster (Al Udeid AB, Qatar)

2005 – Distinguished Graduate, C-17A Aircraft Commander Initial Qualification (Altus AFB, OK)

2001 – Distinguished Graduate & Commander's Trophy, Joint Specialized UPT (Vance AFB, OK)

2000 – "Top Stick" – T-37, Phase II Training, Joint Specialized UPT (Vance AFB, OK)

FLIGHT HOURS: Total Aircraft & Sim: 4,307 (Flight: 3,796; Instructor Pilot (IP): 2,532)

T-1A Jayhawk:	1,924	Flight: 1,812	IP: 1,355 (Sim: 12)	
C-17A Globemaster III:	1,989	Flight: 1,697	IP: 844 (Sim: 292)	Combat: 507
T-6A Texan II (Sim)	394		IP: 333	

Current a/o February '22

WORK EXPERIENCE

12th FLYING TRAINING WING, JOINT BASE SAN ANTONIO – RANDOLPH, TX Jun ‘15 – Sep ‘21

Director of Staff; T-6A Simulator IP, 12th Training Squadron (TRS) (09/2019 – 09/2021)

- Led 6 overseeing 12 offices & 63-member team to manage and train over 800 Pilot Instructor Training (PIT), Undergraduate RPA Training (URT), Undergraduate Pilot Training (UPT), and Basic Sensor Operator Course (BSOC) students annually; ‘Acting’ Commander during dual absences
- Led support for 9 programs at 6 geo-separated locations using 18 simulator devices worth \$44M and 4 simulator contracts worth \$36M in support of over 11,000 sims & 4,000 academic hours
- Expert RPA Instrument Qualification Course IP, teaching T-6A Contact/Aerobatic and Instrument skills, instructing over 200 Sim IP hours/year as a highly-sought instructor to develop struggling students

Director, Student Affairs; T-6A Simulator IP (Detailed above), 12th TRS (06/2018 - 09/2019)

- Led 4 Field Grade Officers & 600 Casual Lieutenants managing the Air Force’s only URT & BSOC student pipeline developing USAF/USN/USMC students through 3 geo-separated formal courses
- Crafted Senior Leader correspondence & acted as squadron commander during dual absences
- Led 1st-ever DoD Sports Psychologist course into URT; 160+ Officers/year max-performing the mind
- Led Investigations; Crafted Senior Leader correspondence; ‘Acting’ commander during dual absences
- Secured cutting-edge training for Pilot Training Next, UPT 2.5, and Accelerated Path to Wings

Director of Inspections; T-1A IP (Detailed below), 12th Flying Training Wing (FTW) (03/2017- 06/2018)

- Led Commander’s Inspection Program: covering 10,000 personnel, 3 geo-separated units, 5 airfields, 19 squadrons, 302 aircraft, 40 Program Managers & 111 Inspection members
- Directed 12 By-law inspections achieving 16 "Highly Effective" wing grades during '17 AETC Unit Evaluation Inspection - AETC’s only wing (#1/10) to achieve Major Graded Area 3: “Highly Effective”
- Led 15 for JBSA Anti-Terrorism Exercise; safeguarded 5,500 personnel from workplace violence
- Led 6 on Corrective Action Plan revision; preserved 12 National Museum of the USAF assets (\$1M)

Asst. Dir. of Operations; T-1A IP (Detailed below), 12th Operation Support Squadron (03/2016- 03/2017)

- With Director of Operations, led most diverse 12 FTW squadron mission: 210+ personnel in 16 duty locations, encompassing 2 airfields, 2 towers, \$70M in contracts, and 6,750 square miles of airspace
- Chaired 8-mbr Airfield Management team; strategic use of \$1M in runway improvements saved \$40M
- Led small Unmanned Aerospace Systems planning for JBSA-Randolph; crafted new policies for JBSA
- Oversaw \$50.2M budget, 37K flying hours, Host Aviation Resource Management & International Military Student Officer training
- Led 10 as Safety Investigation Board, President; improved USAF TH-1H with new instrument displays

Asst. to Director of Operations & Chief of Scheduling; T-1A IP, 99th FTS (06/2015- 03/2016)

- Managed 2,245 sorties for 56 IPs & 78 IP/Instructor Combat System Officer (ICSO) trainees annually
- As Pilot Instructor Training (PIT) IP, expertly trained experienced USAF pilots and ICSOs for the Air Force’s Undergraduate Pilot Training (UPT) bases, covering full-spectrum operations: Transition, Instrument, Navigation, Air-Refueling, Low-Level, and Formation flying operations

HQ, AF MATERIEL COMMAND, WRIGHT-PATTERSON AFB, OH

Mar ‘12 – Jun ‘15

Chief, Command Aviation Safety; Command Flight Safety Officer (FSO)

- Led team of 5 directing the command’s flight safety program, directing policy for 6 Air Base Wings & 2 DoD agencies for 124 Major Design Series (\$5.8B) and 400 test pilots & aircrew
- Expertly briefed 4-star General on mishaps & garnered AF Safety Center praise – “very strong” program

AF CENTRAL COMMAND (AFCENT), SHAW AFB, SC

Oct ‘11 – Mar ‘12

Chief, Strategist & Operational Planner

- Led 30 Action Officers as AFCENT’s Lead Airlift Planner, supporting State Department initiatives
- Expertly briefed 3-star General on real-time status of \$6.7B/41 airlift assets supporting combat missions

97th AIR MOBILITY WING, ALTUS AFB, OK**Jul '08 – Oct '11****Chief, Command Post & C-17A FTU IP (58th Airlift Squadron (AS)) (02/2011 – 10/2011)**

- Led 15-members executing 24/7 Command & Control at the 8th busiest USAF airfield: 21K flights hours, 1.5K missions, and 31K aircraft movements annually covering 3 runways and 2 drop zones
- Facilitated 30-seat Crisis Action Team of senior staff providing national emergency action & response
- IP in the Air Force's only C-17 Formal Training Unit, providing initial and advanced flight training to almost 1,200 USAF, AFRC, ANG, and International students annually in tactical Airland, Air Refueling, and Night Vision Goggle operations

Asst. Dir. of Operations, 97th Training Squadron & C-17A FTU IP (Detailed above) (02/2010- 02/2011)

- Directed 60 personnel, managing a \$5.6B budget & 20K flying hours, training 2,000 aircrew annually
- Led Congressional & DV visits to the wing & the squadron through 2 “Commendable” inspections

Deputy Chief, Wing Safety; Aviation Safety Chief; C-17A FTU IP (Detailed above) (07/2008 – 02/2010)

- Led wing Commander's safety program for 39 mobility aircraft, 10K personnel and \$5.9B infrastructure
- Designed risk mitigation for 1st-ever Canadian F-18 on base; 64 live ammunition sorties 100% safe

305th AIR MOBILITY WING, JOINT BASE McGUIRE-DIX-LAKEHURST, NJ Apr '05 – Jul '08**Asst. Director of Operations; Flight Commander; Chief, Current Operations & C-17A IP/AC (6th AS)**

- Directed 54 pilots in cutting-edge combat airlift squadron promoting strong leadership & discipline
- Managed 1K missions, 13K flight hours, and 3K combat sorties in support of national security & DoD
- Met President of the United States; personally, thanked for commanding the sole C-17A airlift mission

71st FLYING TRAINING WING, VANCE AFB, OK**Dec '99 – Apr '05****Class Commander/Asst. Flight CC & Standardization & Evaluation Monitor; TERPS Liaison; Executive Officer & T-1A Check Pilot/IP (32^d FTS) (Joint Specialized Undergraduate Pilot Training)**

- Led, as 2nd in command, 9 IPs training 230 USAF/USN pilots annually in airlift & tanker fundamentals
- Commanded \$4M aircraft as First Assignment Instructor Pilot (FAIP), instructing USAF & USN officers in full-spectrum flying operations: Transition, Navigation, Air-Refueling, Low-Level, and Formation at the USAF's only Joint, Undergraduate Pilot Training base
- Recognized as 32 FTS Instrument expert; showcased training mission at airshows nationwide

CERTIFICATIONS

2020 – Air Education and Training Command, Master Instructor

2011 – USAF Command Post Controller

1999 – Commercial Pilot, Airplane Multi-Engine Land, Type: BE-400 MU-300; Instrument Airplane/Land

ADDITIONAL AWARDS:2019- 12th Training Squadron, Field Grade Officer of the Year2017- Junius W. Jones Award - IG Inspections program is #1 out of 144 active-duty units (#1/12 in AETC)
12th FTW Field Grade Officer of the Year (#1 out of 349)2016 - 12th FTW Field Grade Officer of the Quarter (#1 out of 311)12th Operations Group, Field Grade Officer of the Year (#1 out of 166)12th Operations Support Squadron, Field Grade Officer of the Year (#1 out of 6)

2015 - Air Force Materiel Command's Safety Professional of the Quarter (#1/16)

ORDINANCE NO. 13-XX2021

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ADOPTING A COMPREHENSIVE PLANNING AND ZONING ORDINANCE; ESTABLISHING A PLANNING AND ZONING COMMISSION AND A BOARD OF ADJUSTMENT; SETTING RULES AND REGULATIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

Section 1. Provisions and Procedures

Subsection 1.01. General Provisions

1.01.01. Short Title

This Ordinance of the City of Garden Ridge, Texas, shall be known as, and may be cited and referred to as, the “Zoning Ordinance”.

1.01.02. Authority

These regulations are adopted pursuant to the authority granted by the United States Constitution, the Texas Constitution, and the laws of the State of Texas, specifically Chapters 211 and 212 of the Texas Local Government Code.

1.01.03. Purpose

The zoning regulations and districts as herein established have been made in accordance with an adopted comprehensive plan for the purpose of protecting the public health, safety, and general welfare of the City.

The zoning regulations and districts have been designed to lessen the congestion in the streets; to secure safety from fire, panic, and other dangers; to ensure adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.

1.01.04. Applicability and Compliance

A. Applicability

Compliance with the Zoning Ordinance shall apply to all land, buildings, structures, or appurtenances located within the City which are hereafter occupied, used, erected, altered, removed, placed, demolished, or converted.

B. Compliance

The land, buildings, structures, or appurtenances described above shall be in conformance with the regulations prescribed for the zoning district in which such land or building is located as hereinafter provided or subject to penalties as provided for in this Ordinance.

1.01.05. Consistency with Comprehensive Plan

The zoning regulations and districts have been made with reasonable consideration, among other things, for the character of the district, and its peculiar suitability for the particular uses specified; and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City consistent with the Comprehensive Plan. The Comprehensive Plan and Master Land Use Plan have been used as a guide to develop the regulations within this Zoning Ordinance. All new development must: be compatible with existing development and community character; maintain the character, look, and feel of the community; and occur in a fiscally responsible manner for the City.

1.01.06. Minimum Requirements

The provisions of this Ordinance shall be interpreted and applied as the minimum requirements for the protection of public health, safety, and general welfare.

The issuance of any permit, certificate, or approval in accordance with the standards and requirements of this Ordinance shall not relieve the recipient of such permit, certificate, or approval from the responsibility of complying with all other applicable requirements of any other municipality, special district, state agency, or federal agency having jurisdiction over the structures or land uses for which the permit, certificate, or approval was issued.

1.01.07. Interpretation and Relationship to Other Regulations

A. Restrictiveness

Where the regulations imposed herein are either more restrictive or less restrictive than comparable conditions imposed by any other provision of any other applicable law, ordinance, resolution, rule, or regulation of any kind, the regulations which are more restrictive and impose higher standards are the requirements that shall govern.

B. Abrogation

The provisions of these regulations are not intended to abrogate any easement, covenant, or other private agreement, provided that where the requirements of these regulations are more restrictive or impose higher standards or regulations than such easement, covenant, or other private agreement, the requirements of these regulations shall govern.

C. Cumulative Effect

The provisions of these regulations are cumulative and additional limitations upon all other laws and ordinances heretofore passed or which may be passed hereafter governing any subject matter set forth in the provisions of these regulations.

D. Legal Conforming Uses Deemed Non-Conforming

All legal conforming uses of property existing as of the date adoption of this Ordinance that do not conform to the regulations prescribed herein, shall be deemed a non-conforming use, subject to the provisions contained in Non-conforming Lots, Structures, and Uses.

1.01.08. Application and Permit Filing Fees

A. Establishment

The City Council shall establish a schedule of fees, charges, and expenses, in addition to a collection procedure, for certificates of zoning compliance, appeals, and other matters pertaining to this Ordinance. The schedule of fees is contained as a section within this Ordinance and may be altered or amended only by the City Council.

B. Issuance Conditioned Upon Payment

No permit, certificate, special exception, or variance shall be issued unless or until such costs, charges, fees, or expenses have been paid in full; nor shall any action be taken on proceedings before the Board of Adjustment unless or until preliminary charges and fees have been paid in full.

C. Non-Refundable Fee to Cover All Costs

For the establishment of a schedule of fees, the fee shall cover all of the costs which the City incurs in processing a permit or application, including the costs of publication and the cost of individual notices, engineering and plan review, potential legal fees, etc. The City incurs those costs whether or not an applicant is successful in the permit or application request. Therefore, the fee is not refundable to an applicant in the event an application or permit is not approved.

D. Issuance Withheld for Non-Payment

If the applicant for a permit has not paid all amounts due and outstanding to the City (other than amounts for ad valorem taxes) directly related to any project, including, without limitation, the payment of any amounts secured by liens filed against any property by the City and fines owed by the owner, the City will not issue any permits of any kind until the liens, fines, or fees against the applicant for said permit are paid in full including any interest owed to the City.

E. Exemption from Fee

An application or permit initiated by the City shall not require the payment of a fee.

1.01.09. Effective Date

This Ordinance shall be in full force and effect after its final passage and approval by the City Council, as duly attested by the Mayor and City Secretary, and any publication required by law.

1.01.10. Violations and Fines

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Zoning Ordinance, if convicted, shall be guilty of a Class C misdemeanor and fined not more than two thousand dollars (\$2,000.00) for each violation. Each day, or part of a day, that a violation is permitted to exist shall constitute a separate offense.

The City Council may initiate the legal process to obtain an injunction, mandamus, abatement, or any other action available in law or equity to prevent, enjoin, abate, correct, or remove such unlawful structure, use, or development, or to otherwise ensure compliance with this Ordinance. The penalties in this section will be cumulative and not exclusive of any other legal rights or remedies the City may have.

1.01.11. Severability

In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance, or the application of the same to any person or circumstance, shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional. The City Council of the City of Garden Ridge, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED AND APPROVED ON this DD day of MONTH, 2021.

ATTEST:

Robb Erickson
Mayor

Marisa Spencer
City Secretary

1.01.12. Table of Contents

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Subsection 1.02. Zoning and Development Review Bodies

1.02.01. City Council

A. Establishment

The City Council is established and governed by Ordinance No. 8, as amended, and associated laws of the State of Texas.

B. Responsibilities

1.02.05. provides a summary of the City Council's responsibilities within this Ordinance.

1.02.02. Planning and Zoning Commission

A. Establishment

There is hereby created and established a Planning and Zoning Commission which shall be composed of seven (7) members who shall be resident citizens, taxpayers, and qualified voters of the City. Members shall be appointed by the City Council. A quorum for the conduct of business shall consist of four (4) members of the Commission. Members of the Commission are subject to Ordinance No. 210, as amended, for uniform policies and procedures for boards and commissions.

B. Purpose

In addition to other applications expressly delegated by City Ordinances, the Planning and Zoning Commission shall be responsible for reviewing and making recommendations on the following items:

1. To identify community needs and to advise City Council of the short-range and long-range implications of those needs on City development; and
2. To recommend policies, programs, and plans that will aid the City to achieve its defined planning and development goals; and
3. To interpret the adopted growth and development plans and programs to concerned citizens.

C. Powers and Duties

The Planning and Zoning Commission has the powers and duties set forth in Chapter 211 of the Texas Local Government Code. The Planning and Zoning Commission's jurisdiction extends to and includes the following specific powers and duties:

1. Inspect property and premises at reasonable hours where required to meet its responsibilities under the laws of the State of Texas and the City.
2. Formulate and recommend to City Council plans for the City's orderly growth and development. Also, periodically review plans and recommend changes that will facilitate movement of people and goods, community health, recreation, safety, and general welfare.

3. Formulate a zoning plan as may be deemed best to carry out the goals of the City Comprehensive (Master) Plan. Hold public hearings, make recommendations, and report to City Council relating to the creation, amendment, and implementation of zoning districts and regulations as provided in Section 211.001 et seq., of the Texas Local Government Code, as amended. The Texas Local Government Code authorizes governing bodies of municipalities to pass zoning regulations; all powers under said Code are specifically adopted and made a part hereof.
4. Exercise all Commission powers set out in Section 212.001, et seq., of the Texas Local Government Code to recommend City Council approval or disapproval of plans, plats, or re-plats and vacating of plans, plats, or re-plats.
5. Study and make recommendations to City Council on the location, extension, and planning of public rights of way, parks, or other public places, and on the vacating or closing thereof.
6. Study and make recommendations to City Council on the general design and location of public buildings, bridges, viaducts, street fixtures, and other structures and appurtenances. Study and make recommendations to City Council on the design, alteration, location, and relocation of works of art that are, or may become, the property of the City.
7. Initiate public hearings for consideration of all proposals for original zoning of annexed area and change of zoning district boundaries on an area wide basis. There shall be no fee for filing any such proposal in the name of the City.
8. Formulate and recommend to City Council policies and regulations, consistent with the adopted City Master Plan, governing the location of utilities, public facilities, and services owned or controlled by the City.
9. Provide initial review of petitions for exceptions or variances to this Ordinance and make recommendations to City Council for approval or disapproval thereof.
10. Stay current on the progress of City planning in the United States and recommend improvements to the adopted plans of the City.

D. Meetings

The Commission shall adopt rules in accordance with the provision of this section. Meetings of the Commission shall be held at the call of the Chair and at such other times as the Commission may determine. Such Chair, or in his/her absence, the Acting Chair, may administer oaths and compel the attendance of witnesses. The Commission shall keep minutes of its proceedings, showing the vote of each member upon question, or if absent or failing to vote, indicating such fact, and shall keep records of the examinations and other official action, all of which shall be immediately filed in the Office of the City Secretary and shall be a public record.

The Chair shall only vote in the event of a tie vote. The concurring vote of seventy-five (75) percent of members in attendance shall be necessary to recommend to City Council to: reverse an order, requirement, decision, or determination of any administrative official; decide in favor of the applicant on any matter upon which it is required to pass under a zoning requirement, or to authorize a variance from the terms of this Zoning Ordinance.

E. Responsibilities

1.02.05. provides a summary of the Planning and Zoning Commission's responsibilities within this Ordinance.

1.02.03. Board of Adjustment

A. Establishment

1. The City Council serves as the Board of Adjustment.
2. In accordance with Texas Local Government Code Section 211.009, the concurring vote of seventy-five (75) percent of the members of the board is necessary to: reverse an order, requirement, decision, or determination of any administrative official; decide in favor of an applicant on any matter upon which the board is required to pass under a zoning requirement; or authorize a variance from the terms of this Zoning Ordinance.

B. Responsibilities

1.02.05. provides a summary of the Board of Adjustment's responsibilities within this Ordinance.

1.02.04. Zoning Administrator

A. Establishment

The City Administrator, or the City Administrator's duly authorized designee, is the designated Zoning Administrator and will be the administrative official responsible for the duties and procedures provided in this Ordinance. The provisions of this Ordinance will be carried out by said official or a designee such as assistants or department heads.

B. Responsibilities

1.02.05. provides a summary of the Zoning Administrator's responsibilities within this Ordinance.

1.02.05. Summary of Approval Authorities

Table 1

Application Type	Reference	Zoning Administrator	Planning and Zoning Commission	City Council / Board of Adjustment
Zoning Upon Annexation	2.07.02.	Recommend	Recommend	Decide
Zoning Text and Map Amendments	2.07.03.	Recommend	Recommend	Decide
Certificate of Occupancy	2.07.06.	Decide	Recommend	Decide
Specific Use Permit and Site Plan	2.07.07.	Recommend	Recommend	Decide
Planned Use Development (PUD) Establishment	2.07.08.	Recommend	Recommend	Decide
Minor PUD Amendment and Adjustment	2.07.08.	Decide	Recommend if deferred	Decide if deferred
Reinstatement of Nonconforming Use Rights	2.07.09.	Recommend	Recommend	Decide
Appeal of a City Administrative or Interpretative Decision	2.08.01.	N/A	Recommend	Decide
Zoning Variance	2.08.02.	Recommend	Recommend	Decide
Zoning Special Exception	2.08.03.	Recommend	Recommend	Decide
Removal of a Protected Tree	3.04.07.	Decide	Recommend	Decide
Removal of a Heritage Tree	3.04.07.	Recommend	Recommend	Decide
Fee-in-Lieu of Tree Mitigation	3.04.07.	Recommend	Recommend	Decide

** Any party with standing may appeal a decision of the Zoning Administrator to the City Council / Board of Adjustment.

Section 2. Zoning Regulations

Subsection 2.01. Zoning Districts

2.01.01. Zoning Districts Established

A. Purpose

The purpose of this section is to create zoning districts, to specify the nature and components of the permitted development within them, and to establish regulations regarding the physical character and intensity of development in order to protect the public health, safety, and general welfare.

B. Zoning Districts Established

The City is hereby divided into zones, or districts, and the boundaries of zoning districts set out herein are delineated upon the Official Zoning District Map. All land within the corporate limits shall be classified into the following zoning districts.

Table 2

Residential Zoning Districts

- 2.02.01.** Agriculture and Agricultural Homestead (AG) District
- 2.02.02.** Residential Estate (RE) District
- 2.02.03.** Residential Neighborhood (RN) District

Nonresidential and Mixed-Use Zoning Districts

- 2.03.01.** Neighborhood Commercial (NC) District
- 2.03.02.** Community Commercial (CC) District
- 2.03.03.** Neighborhood Mixed-Use (NMU) Overlay District
- 2.03.04.** Community Mixed-Use (CMU) Overlay District
- 2.03.05.** Light Industrial (LI) District
- 2.03.06.** Heavy Industrial (HI) District
- 2.03.07.** Public and Institutional (P) District

Special Zoning Districts

- 2.04.01.** Aquifer Protection Overlay (APO) District
- 2.04.02.** Natural Features Overlay (NFO) District
- 2.04.03.** Planned Use Development (PUD)

C. Zoning Districts as Set Forth are Hereby Established

The location and boundaries of the various districts as defined herein shall be established by Ordinance and shall be shown and delineated on the Official Zoning District Map.

D. Effect of Zoning District Change

The reclassification of property to a new zoning district shall be an amendment of the Official Zoning District Map and shall be recorded.

E. Interpretation of District Boundaries

The district boundary lines shown on the Official Zoning District Map are regularly along streets, alleys, and property lines. When uncertainty exists as to the boundaries of the districts on the Official Zoning District Map, the following rules apply:

1. Center Lines

Boundaries indicated as approximately following the center lines of streets or highways shall be construed to follow such center lines.

2. Platted Lot Lines

Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines.

3. City Limit Lines

Boundaries indicated as approximately following City limits shall be construed as following such City limits.

4. Railroad Lines

Boundaries indicated as following railroad lines shall be construed to be the middle of the railroad easement or right-of-way.

5. Waterways and Other Geographic Features

Boundaries indicated as approximately following the centerline of streams, lakes, or other similar geographic features shall be construed to follow such centerline, and in the event of change in the centerline, shall be construed to move with such centerline change.

6. Parallel or Extension Boundaries

Boundaries indicated as parallel to or extension of features indicated in 1 through 4 above, shall be so construed. Distances not specifically indicated on the Official Zoning District Map shall be determined by the scale of said map.

7. Extension to Street Centerline

The zoning classification applied to a tract of land adjacent to a street shall extend to the centerline of the street, unless as a condition of zoning approval it is stated that the zoning classification shall not apply to the street.

8. Interpretation of Zoning District Boundaries

Where physical features existing on the ground are in conflict with those shown on the Official Zoning District Map, or in other circumstances not covered above, the Board of Adjustment shall interpret the district boundaries and require its inclusion on the Official Zoning District Map.

2.01.02. Official Zoning District Map

A. Official Zoning District Map

1. The Official Zoning District Map shall be labeled the “Official Zoning District Map of the City of Garden Ridge, Texas,” bear the signature of the Mayor, duly attested by the City Secretary, and shall be maintained as an electronic file and hardcopy file in the Office of the City Secretary.
2. The “Official Adoption Date” and the “Last Amended Date” shall be shown on the Official Zoning District Map, with associated Ordinance Numbers.
3. In case of any question, the above-mentioned hardcopy file, with a list of amendments, shall be controlling.

B. Maintenance of the Official Zoning District Map

1. The City Secretary shall be responsible for the care and maintenance of the Official Zoning District Map.
2. The Official Zoning District Map shall be used for reference and shall be maintained up to date by incorporating all subsequent amendments enacted by official action of the City Council.
3. The City Secretary will use all reasonable means to protect the Official Zoning District Map from damage, and to ensure the accurate restoration of the map file if damage or destruction of the original file occurs.

C. Changes or Amendments Reflected on the Map

1. Any changes or amendments made to the zoning district boundaries shall be incorporated into the Official Zoning District Map file promptly after the amendment has been approved by the City Council.

2. The City Secretary shall maintain a descriptive log of amendments to the map.
3. The City Secretary will use all reasonable means to ensure that no changes are made to the Official Zoning District Map without authorization by official action of the City Council.

D. Replacement of a Damaged, Destroyed, or Lost Official Zoning District Map

1. In the event that the Official Zoning District Map file becomes damaged, destroyed, lost, or difficult to interpret for any reason, the City Council may adopt a new Official Zoning District Map by Ordinance following a public hearing.
2. The new Official Zoning District Map shall replace and supersede any prior Official Zoning District Map.
3. As a true replacement map, the new Official Zoning District Map shall not amend or otherwise change district boundaries or classifications from the prior Official Zoning District Map.

2.01.03. Zoning District Equivalency Table

The following table identifies zoning districts adopted in previous Ordinances and the zoning district regulations that now apply in this Zoning Ordinance to those districts.

Table 3

Previous Zoning Ordinance	Current Zoning Ordinance
Residential Zoning Districts	
Residence-Agriculture (RA) District	Agriculture and Agricultural Homestead (AG) District
Single-Family Dwelling (R) District	Residential Estate (RE) District
Country Club (CC) District	Residential Estate (RE) District
No Equivalent	Residential Neighborhood (RN) District
Nonresidential and Mixed-Use Zoning Districts	
Office and Professional (B-2) District	Neighborhood Commercial (NC) District
Neighborhood Service (B-1) District	Community Commercial (CC) District
No Equivalent	Neighborhood Mixed-Use (NMU) Overlay District
No Equivalent	Community Mixed-Use (CMU) Overlay District
Light Industrial (LI) District	Light Industrial (LI) District
Industrial Zone (Z-1) District	Heavy Industrial (HI) District

Subsection 2.02. Residential Zoning Districts

2.02.01. Agriculture and Agricultural Homesteads (AG) District

A. Intent

The Agriculture and Agricultural Homesteads (AG) District includes lands within the corporate limits of the City that are not subdivided and relatively undeveloped. This is also the initial zoning classification applied to an annexed tract that is newly annexed by the City. The AG District is intended to retain a rural character while having the potential for urban growth and increased density; it is proposed as a reserved area where future growth is anticipated to occur. Generally, the AG District will be near development; therefore, the agricultural activities conducted in the AG District should not be detrimental to urban land uses. Agriculture uses are encouraged to be continued when at all possible.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations:

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts
8. 2.06.08. Single-Family Design
9. 2.06.10. Lighting
10. 2.06.11. Resource Conservation and Efficiency Design Techniques
11. 2.06.12. Access Management
12. 2.06.13. Nuisances
13. Section 3. Supplemental Development Regulations

2.02.02. Residential Estate (RE) District

A. Intent

The Residential Estate (RE) District is a residential district that includes land subdivided for single family residential purposes and associated uses. The lots are generally large, being three-quarter (3/4) acre or larger, and are not frequently served by urban infrastructure. This district is intended to retain a rural character while having the potential for urban growth and increased density.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts
8. 2.06.08. Single-Family Design
9. 2.06.10. Lighting
10. 2.06.11. Resource Conservation and Efficiency Design Techniques
11. 2.06.12. Access Management
12. 2.06.13. Nuisances
13. Section 3. Supplemental Development Regulations

2.02.03. Residential Neighborhood (RN) District

A. Intent

The Residential Neighborhood (RN) District is a residential district that includes land subdivided for single family residential purposes and associated uses. This district is intended for moderately dense patterns of single-family residential development with lots being one-quarter (1/4) acre or larger and served by a public central water supply and public central sewer system.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts
8. 2.06.08. Single-Family Design
9. 2.06.10. Lighting
10. 2.06.11. Resource Conservation and Efficiency Design Techniques
11. 2.06.12. Access Management
12. 2.06.13. Nuisances
13. Section 3. Supplemental Development Regulations

Subsection 2.03. Non-Residential and Mixed-Use Zoning Districts

2.03.01. Neighborhood Commercial (NC) District

A. Intent

The Neighborhood Commercial (NC) District is intended to provide for goods and services that support the residential area located within one-half to one mile. These areas are generally located adjacent to or carefully integrated within neighborhoods and should have pedestrian access to adjacent residential areas. No use that adversely affects the residential character of the adjacent or integrated neighborhood should be allowed.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.09. Non-Residential and Mixed-Use Design
8. 2.06.10. Lighting
9. 2.06.11. Resource Conservation and Efficiency Design Techniques
10. 2.06.12. Access Management
11. 2.06.13. Nuisances
12. Section 3. Supplemental Development Regulations

2.03.02. Community Commercial (CC) District

A. Intent

The Community Commercial (CC) District is intended to provide areas for retail and commercial activities along Arterial Streets that primarily serve residential areas within three (3) to five (5) miles. These areas should have pedestrian access to adjacent residential areas but should not be permitted along residential streets or residential collectors, unless located at an intersection with an Arterial.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.09. Non-Residential and Mixed-Use Design
8. 2.06.10. Lighting
9. 2.06.11. Resource Conservation and Efficiency Design Techniques
10. 2.06.12. Access Management
11. 2.06.13. Nuisances
12. Section 3. Supplemental Development Regulations

2.03.03. Neighborhood Mixed-Use (NMU) Overlay District

A. Intent

The Neighborhood Mixed-Use (NMU) Overlay District is intended to provide a mixed-use urban fabric with a wider range of building types, setbacks, and street types and can be used to transition from higher to lower intensity development. The intent of the NMU District is to reinforce appropriate scale development and encourage uses that are compatible with existing residential and provide a transition from a residential neighborhood to a mixed-use core.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts
8. 2.06.08. Single-Family Design
9. 2.06.09. Non-Residential and Mixed-Use Design
10. 2.06.10. Lighting
11. 2.06.11. Resource Conservation and Efficiency Design Techniques
12. 2.06.12. Access Management
13. 2.06.13. Nuisances
14. Section 3. Supplemental Development Regulations

2.03.04. Community Mixed-Use (CMU) Overlay District

A. Intent

The Community Mixed-Use (CMU) Overlay District is intended to provide a higher density mixed-use fabric that accommodates a wide variety of retail, offices, and residential uses. It should have a tight network of streets and drives, wide pedestrian facilities, street/drive tree plantings, and buildings set close to the pedestrian facilities.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts
8. 2.06.08. Single-Family Design
9. 2.06.09. Non-Residential and Mixed-Use Design
10. 2.06.10. Lighting
11. 2.06.11. Resource Conservation and Efficiency Design Techniques
12. 2.06.12. Access Management
13. 2.06.13. Nuisances
14. Section 3. Supplemental Development Regulations

2.03.05. Light Industrial (LI) District

A. Intent

The Light Industrial (LI) District is intended to provide an area for business parks, light industry, and office warehousing that will not generate nuisance-like activities such as noise, smoke, or heavy traffic volumes. This district should not generate traffic in residential areas and should not be located adjacent to residential areas unless proper provisions are made for screening, traffic, noise, and similar impacts. Such districts should be located with easy access to Arterial Streets and nonresidential Collector Streets to facilitate transportation logistics. Likewise, such districts may be located in close proximity to other non-residential zoning districts.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.09. Non-Residential and Mixed-Use Design
8. 2.06.10. Lighting
9. 2.06.11. Resource Conservation and Efficiency Design Techniques
10. 2.06.12. Access Management
11. 2.06.13. Nuisances
12. Section 3. Supplemental Development Regulations

2.03.06. Heavy Industrial (HI) District

A. Intent

The Heavy Industrial (HI) District is intended to provide a location for manufacturing and industrial activities that may generate some nuisances. Industrial uses are not appropriate adjacent to any residential uses. Traffic generation will likely include heavy vehicles, making access to a minor or major Arterial necessary. The Heavy Industrial (HI) District should not be permitted adjacent to or within one thousand (1,000) feet of any residential district, except the Agriculture and Agricultural Homestead (AG) District.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.09. Non-Residential and Mixed-Use Design
8. 2.06.10. Lighting
9. 2.06.11. Resource Conservation and Efficiency Design Techniques
10. 2.06.12. Access Management
11. 2.06.13. Nuisances
12. Section 3. Supplemental Development Regulations
13. In the event of a conflict in any use or regulations contained within the Zoning Ordinance and Ordinance No. 34 ("Blasting Ordinance"), the Blasting Ordinance requirements shall prevail.

2.03.07. Public and Institutional (P) District

A. Intent

The Public and Institutional (P) District is intended to provide for areas appropriate for public facilities, including but not limited to community centers, parks, cultural institutions, government facilities, libraries, public hospitals, public utilities, and public or private schools.

B. Permitted Uses: Subsection 2.05. Use Regulations

C. Area Regulations: 2.05.07. Dimensional Regulations Table

D. Other Regulations

1. 2.06.01. Landscaping
2. 2.06.02. Fencing and Screening
3. 2.06.03. Off Street Parking
4. 2.06.04. Accessory Structures
5. 2.06.05. Building Materials
6. 2.06.06. Residential Adjacency
7. 2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts
8. 2.06.08. Single-Family Design
9. 2.06.09. Non-Residential and Mixed-Use Design
10. 2.06.10. Lighting
11. 2.06.11. Resource Conservation and Efficiency Design Techniques
12. 2.06.12. Access Management
13. 2.06.13. Nuisances
14. Section 3. Supplemental Development Regulations

Subsection 2.04. Special Zoning Districts

2.04.01. Aquifer Protection Overlay (APO) District

A. Intent

The Aquifer Protection Overlay (APO) District provides for the protection of City public water supply well sites and aquifer recharge features from biological and chemical contamination. Within the APO District, no use or activity is permitted that presents a danger of bacteriologic, chemical, or radiologic pollution of the ground water aquifer.

B. Boundaries and Location

The APO District consists of a one thousand five hundred (1,500) foot radius around each City public water supply well site and geologic recharge feature within the Edwards Aquifer Recharge Zone.

C. Procedures and Standards are provided in 2.06.14. Development in the Aquifer Protection Overlay (APO) District.

2.04.02. Natural Features Overlay (NFO) District

A. Intent

The purpose of the Natural Features Overlay (NFO) District is to retain the rural and natural character of FM 3009 and FM 2252 while still allowing for future growth in a responsible manner.

B. Boundaries and Location

The NFO District consists of all properties contiguous to FM 3009 and FM 2252 creating a two hundred (200) foot overlay in these areas. The overlay only applies to the first two hundred feet (200') of property adjacent to the roadway measured from the property line.

C. Procedures and Standards are provided in 2.06.15. Development in the Natural Features Overlay (NFO) District.

2.04.03. Planned Use Development (PUD)

A. Intent

A Planned Use Development (PUD) is a zoning overlay district that may be used to permit new or innovative concepts in land utilization, master-planned communities, mixed use development that other Zoning Districts do not accommodate, and to provide site-specific compatibility standards. While greater flexibility is given to allow special conditions or restrictions that would not otherwise allow the development to occur, procedures are established to ensure against misuse of increased flexibility. PUDs are appropriate in areas where the Comprehensive Plan reflects the specific uses proposed in the PUD or where the Comprehensive Plan reflects mixed-use as a land use category.

The purpose of the Planned Use Development (PUD) Overlay District is to provide land for uses and developments that promote development that is more sensitive to the natural environment, create a significantly enhanced natural setting or sense of place, or otherwise enhance the standard pattern of development in the City.

- B. Procedures and Standards are provided in 2.06.15. Development in the Natural Features Overlay (NFO) District and in 2.07.08. Planned Use Development (PUD) Regulations and Procedures.

Subsection 2.05. Use Regulations

2.05.01. Land Use Regulations

Land and buildings in each of the zoning districts may be used for any of the specified uses in this section. No land shall be used, and no building or structure shall be erected, altered, or converted for any use other than those specified as a permitted use in the district in which it is located, as shown in the Use Chart. In the event of a discrepancy between the written language of a section and the Use Chart, the chart will control.

P	Use is permitted by-right
P-#	Use is permitted by-right subject to the referenced conditions (see 2.05.06.)
S	Use is permitted upon approval of a Specific Use Permit
S-#	Use is permitted upon approval of a Specific Use Permit and subject to the referenced conditions (see 2.05.06.)
X	Use is prohibited

2.05.02. Classification of Similar Uses

The Zoning Administrator shall be responsible for determining whether a use should be classified as a similar use.

2.05.03. Classification of New and Unlisted Uses

It is recognized that new types of land use will develop, and forms of land use not presently anticipated may seek to locate in the City. If the Zoning Administrator is unable to classify the use under one of the existing listed uses, the Zoning Administrator shall make a determination based on their interpretation of the intent and spirit of this Ordinance and the Comprehensive Plan. The Zoning Administrator shall use the descriptions found in the Definitions to determine how an unlisted use should be treated.

2.05.04. Appeals of an Administrative Interpretation

Appeals of an administrative interpretation, as with any zoning-related interpretation, may be appealed to the Board of Adjustment, as outlined in 2.08.01. Zoning Regulation Appeal.

2.05.05. Use Chart

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Residential Uses											
Community Home or Group Home	P-A	P-A	P-A	X	X	X	X	X	X	X	1 : Bedroom
Dwelling, Accessory	P-B	P-B	X	X	X	X	X	X	X	X	1 : unit
Dwelling, Multi-Family (Loft)	X	X	X	X	X	S	S	X	X	X	Studio 1 : unit 1 Bedroom 1.5 : unit 2+ Bedroom 1.75 : unit
Dwelling, Single Family (Attached – Duplex)	X	X	X	X	X	S	S	X	X	X	2 : dwelling
Dwelling, Single Family (Attached – Townhouse)	X	X	X	X	X	S	S	X	X	X	2 : dwelling
Dwelling, Single Family (Detached)	P	P	P	X	X	P	P	X	X	X	2 : dwelling
Dwelling, Single Family (Detached – Medium Density)	X	X	P	X	X	P	P	X	X	X	2 : dwelling

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Nonresidential Uses											
Adult Day Services Center	X	X	X	S	S	S	S	S	X	X	1 : 2 guests
Agricultural Use	P-C	X	X	X	X	X	X	P-C	P-C	X	1 : 1,000 s.f. of enclosed area
Ambulance Service	X	X	X	X	X	X	X	P	P	X	1 : 400 s.f.
Amusement, Commercial (Indoors)	X	X	X	X	S	X	S	S	X	X	1 : 300 s.f.
Amusement, Commercial (Outdoors)	X	X	X	X	S	X	S	S	X	X	1 : 3 patrons
Animal Shelter/Pet Boarding (with Outside Yard/Kennels)	P	X	X	X	X	X	X	P	X	X	1 : 400 s.f.
Animal Shelter/Pet Boarding (without Outside Yard/Kennels)	P	X	X	X	X	X	X	P	X	X	
Animal Veterinary Office or Grooming (with Outside Yard/Kennels)	P	X	X	X	X	X	X	P	X	X	1 : 400 s.f.
Animal Veterinary Office or Grooming (without Outside Yard/Kennels)	P	X	X	S	X	X	X	P	X	X	

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Antique Shop	X	X	X	X	P	P	P	X	X	X	1 : 300 s.f.
Art Gallery or Museum	X	X	X	P	P	P	P	X	X	X	1 : 300 s.f.
Artisan's Studio	X	X	X	X	P	X	P	P	P	X	1 : 300 s.f.
Assisted Living/Nursing Home	X	X	X	S	S	S	S	X	X	X	1 : 2 beds
Automobile or Other Motorized Vehicle Sales	X	X	X	X	X	X	X	S	S	X	1 : 750 s.f.
Automobile Parts Store	X	X	X	X	P	X	S	P	X	X	1 : 300 s.f.
Automobile Service Garage (Major)	X	X	X	X	X	X	X	P	P	X	3 : service bay
Automobile Service Garage (Minor)	X	X	X	X	S	X	X	P	P	X	
Bank or Financial Institution	X	X	X	P-D	P-D	P-D	P-D	X	X	X	1 : 300 s.f.
Banquet Hall, Reception Facility, Wedding Chapel, or Other Special Events Center	X	X	X	X	P	X	S	P	X	X	Non-Fixed Seats 1 : 150 s.f. Fixed Seats 1 : 4 seats
Barber or Beauty Shop	X	X	X	X	P	P	P	P	X	X	1 : 400 s.f.
Bed & Breakfast Inn	X	X	X	X	P	P	P	X	X	X	Residential requirement + 1 : guest room

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Brewery, Micro	X	X	X	X	X	X	S	P	P	X	Office 1 : 400 s.f. Brewing 1 : 1,000 s.f. Tasting Room 1 : 200 s.f.
Building Material Sales	X	X	X	X	X	X	X	P	P	X	Retail/Office 1 : 300 s.f. Outdoor Storage 1 : 2,000 s.f.
Car Wash, Full Service	X	X	X	X	S	X	X	X	X	X	Wash bays + 5 Stacking Spaces
Car Wash, Self Service	X	X	X	X	S	X	X	S	X	X	Wash bays + 2 Stacking Spaces
Carpentry Shop	X	X	X	X	X	X	X	P	P	X	1 : 400 s.f.
Catering Service	X	X	X	X	P	P	P	X	X	X	1 : 400 s.f.
Ceramic, Pottery or Glass Studio	X	X	X	X	P	X	P	P	P	X	Retail/Office 1 : 400 s.f. Warehouse 1 : 1,000 s.f.
Child Care Facility (Daycare)	X	X	X	P	P	P	P	S	X	X	1 : 400 s.f. + 1 : employee
Church or Other Place of Worship, including Parsonage/Rectory	P	P	P	P	P	P	P	P	P	X	Non-Fixed Seats 1 : 150 s.f. Fixed Seats 1 : 4 seats
College or University	X	X	X	X	P	X	P	X	X	P	1 : 3 students + 1 : classroom
Contractors Yard or Storage Yard	X	X	X	X	X	X	X	P	P	X	1 : 1,000 s.f. gross floor area

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Dance, Music, or Drama Studio	X	S	S	P	P	P	P	P	X	X	1 : 400 s.f.
Distillery, Micro	X	X	X	X	X	X	X	P	X	X	Office 1 : 400 s.f. Distillery 1 : 1,000 s.f. Tasting Room 1 : 200 s.f.
Equipment Sales	X	X	X	X	X	X	X	X	P	X	1 : 500 s.f. of building
Farmer's/Open Air Market	P	X	X	X	S	X	S	P	X	X	N/A
Feed Store	S	X	X	X	X	X	X	P	X	X	1 : 300 s.f.
Fix-It Shop, Bicycle Repair, Blade Sharpening or Small Engine Repair	X	X	X	X	P	X	P	P	X	X	1 : 400 s.f.
Food Truck and Mobile Retail Park	X	X	X	X	S	X	S	P	X	X	N/A
Furniture Repair and Upholstering Shop	X	X	X	S	P	P	P	P	P	X	1 : 400 s.f.
Gasoline Filling or Service Station/Car Wash	X	X	X	X	P-E	X	S-E	P-E	P-E	X	Fueling bay spaces + Grocery, Convenience Store requirement

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Grocery, Convenience Store	X	X	X	X	P	X	S	P	P	X	1 : 300 s.f.
Grocery, Market	X	X	X	X	P	S	P	P	X	X	1 : 300 s.f.
Grocery, Supermarket	X	X	X	X	P	S	P	P	X	X	1 : 200 s.f.
Gym or Health/Fitness Center	X	X	X	S	P	S	P	P	X	X	1 : 300 s.f.
Heavy Industrial or Manufacturing Operations	X	X	X	X	X	X	X	X	P	X	Office 1 : 400 s.f. Warehouse 1 : 1,000 s.f.
Heliport or Helistop	X	X	X	X	X	X	X	S	S	X	5 spaces for commercial pads
Home-Based Business	P-F	P-F	P-F	X	X	P-F	P-F	X	X	X	N/A
Hospital, Acute Care	X	X	X	X	P	S	P	P	X	X	1.5 : bed
Laundry, Commercial	X	X	X	X	X	X	X	P	P	X	1 : 800 s.f.
Laundry, Dry Cleaning Drop-Off/Pick-Up	X	X	X	P	P	P	P	X	X	X	1 : 400 s.f.
Library	X	X	X	P	P	P	P	P	P	P	1 : 500 s.f.
Light Industrial and Assembly Processes	X	X	X	X	X	X	X	S	S	X	Office 1 : 400 s.f. Warehouse 1 : 1,000 s.f.
Medical Clinic	X	X	X	P	P	P	P	X	X	X	1 : 400 s.f.

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Nondepository Financial Institution or Payday Lending Establishment	X	X	X	X	X	X	X	P-G	P-G	X	1 : 400 s.f.
Office (Professional or Business)	X	X	X	P	P	P	P	P	P	X	1 : 400 s.f.
Pawn Shop	X	X	X	X	P-G	X	X	P-G	P-G	X	1 : 300 s.f.
Portable Building Sales	X	X	X	X	X	X	X	P	X	X	1 : 500 s.f. of building
Printing Press/Duplication Shop or Mailing Center	X	X	X	X	P	X	P	P	P	X	1 : 400 s.f.
Recreational Vehicle (RV) Park	X	X	X	X	X	X	X	S	X	X	0.5 : RV bay
Restaurant or Cafeteria, Bar/Tavern	X	X	X	X	S-I	S-I	S-I	S-I	X	X	1 : 200 s.f.
Retail Store, Big Box	X	X	X	X	S	X	S	P	X	X	1 : 300 s.f.
Retail Store, Shop	X	X	X	P	P	P	P	P	X	X	1 : 300 s.f.
School, Public or Private	P	P	P	P	P	P	P	P	P	P	Pre-K – Middle 2 : classroom High School 8 : classroom

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District	Parking Requirements (Spaces : Increment)
Seamstress or Tailor Shop	X	X	X	P	P	P	P	P	X	X	1 : 400 s.f.
Sexually Oriented Business	X	X	X	X	X	X	X	X	P	X	
Shooting Range, Indoor	X	X	X	X	X	X	X	P	P	X	2 : shooting lane
Shooting Range, Outdoor	X	X	X	X	X	X	X	X	S	X	2 : shooting lane
Short Term Rental	X	X	X	P-L	P-L	P-L	P-L	X	X	X	2 : dwelling
Stable, Boarding	S	X	X	X	X	X	X	X	X	X	1 : 2 stalls
Stable, Commercial	S	X	X	X	X	X	X	X	X	X	1 : 2,000 s.f. of site area
Stadium or Play Field (with Lighting)	X	X	X	X	X	X	X	X	X	P	N/A
Stadium or Play Field (without Lighting)	X	X	X	X	X	X	X	X	X	P	N/A
Storage Units, Mini	X	X	X	X	X	X	X	P	P	X	1 : 40 units
Tattoo Studio	X	X	X	X	X	X	X	X	P	X	1 : 400 s.f.
Wholesale Center	X	X	X	X	S	X	X	S	P	X	Office 1 : 400 s.f. Warehouse 1 : 1,000 s.f.
Winery, Micro	X	X	X	X	X	X	S	P	P	X	Office 1 : 400 s.f. Distillery 1 : 1,000 s.f. Tasting Room 1 : 200 s.f.

2.05.06. Use Standards

A. Community Home or Group Home

1. For the limitation of six (6) or fewer clients, this means six (6) or fewer clients and two (2) authorized supervisory personnel.
2. The appearance and residential character of the structure cannot be altered, either through use of colors, materials, construction (excepting provisions for the physically handicapped) and lighting; the emission of sound, noise, vibration and electromagnetic interference; or outdoor storage of any kind.
3. Signs identifying the property as a community home or group home are prohibited.
4. Vehicles used primarily for the community home or group home (for instance, vans displaying an institution name) must be stored where they cannot be seen from the public right-of-way or adjacent properties.
5. Any single-family dwelling unit to be utilized for a community home or group home shall provide as a minimum, the following square footage in each bedroom:
 - a. To house one person per bedroom, the dwelling unit must provide one hundred (100) square feet of space per bedroom utilized for this purpose.
 - b. To house two or more persons per bedroom, the dwelling unit must provide at least eighty (80) square feet of space per person housed in the bedroom utilized for this purpose. For example, two persons would require a one hundred sixty (160) square foot room.

6. Group Living Use Permit

a. Purpose

The purpose of the Group Living Use Permit is as follows: to maintain adequate health and safety standards to protect the residents; to ensure that adequate fire, police, and emergency response vehicles or patrols are available; and to identify and facilitate appropriate responses for residents who may require special assistance during an emergency.

b. Applicability

It is unlawful for any person to construct, maintain, or operate within the City, any group or community home, halfway house, or other group living facility unless such person first obtains a use permit. A request for reasonable accommodation to accomplish the goals and policies of the Fair Housing Act (42 U.S.C. 3601) may be authorized.

Reasonable accommodation is encouraged where such accommodation may be necessary to afford persons or groups of persons with disabilities an equal opportunity to use and enjoy housing.

c. Review Process and Application

An application for a Group Living Use Permit shall be prepared in accordance with the requirements established by the Zoning Administrator or his/her designee. Applications must include all materials determined necessary by the Zoning Administrator. Information regarding the format requirements and materials required for the application will be made available by the City. The City shall investigate the application and inspect the proposed plans and specifications. For a new group or community home, halfway house, or other group living facility, the Group Living Use Permit shall not be issued until a Certificate of Occupancy has been approved.

d. Criteria for Approval

The Zoning Administrator shall apply the following criteria in deciding the application for a Group Living Use Permit:

- i. That the improvements on the property are in accordance with the requirements of this Ordinance.
- ii. That the operations of the property are in accordance with the requirements of this Ordinance.
- iii. That the structures and site comply with the Building Code, Fire Code, Property Maintenance Code, and other applicable regulations (including the Americans with Disabilities Act).
- iv. That required permits and licenses include current and valid state licenses and a current and valid Certificate of Occupancy issued by the City of Garden Ridge.

e. Revocation of Permit

The Zoning Administrator may institute proceedings to revoke a Group Living Use Permit whenever the official determines that the permit has been issued in error; or on the basis of incorrect information supplied; or that the use, dimensions, or other features of the structure or property authorized for occupancy, or any portion thereof, is in violation of any provision of this Ordinance, of the Building Code, or other construction codes; or that the property is in violation of the requirements of this Ordinance applicable to group or community homes, halfway houses, or other group living facility.

Before any such permit is revoked, the City must give 10-day notice to the holder of such permit to correct violations. If the permit is revoked, the permit may be reissued to the licensee if the reasons for such revocation have been duly corrected, or a permit may be issued to another qualified applicant.

f. Responsibility for Final Action

The Zoning Administrator or his/her designee is responsible for final action on Group Living Use Permits as required by this Ordinance.

B. Dwelling, Accessory

1. Not more than one (1) accessory dwelling shall be located on one lot.
2. Accessory dwellings may be occupied by a guest, caregiver, relative, or family member.
3. Accessory uses located in residential districts shall not be used for commercial purposes other than authorized and legitimate Home Occupations.
4. Accessory dwellings must meet the setbacks established for the principal dwelling.
5. An accessory dwelling living area shall not exceed fifty (50) percent of the square footage of the principal dwelling living area.
6. The principal dwelling must be occupied by the owner or authorized lessee of the property.
7. The accessory dwelling is subject to the requirements of 2.06.04. Accessory Structures.

C. Agricultural Use

1. Barns or Enclosures for Livestock
 - a. No barn or enclosure for cows, horses, mules, donkeys, sheep, goats, or similar livestock shall be located nearer than one hundred (100) feet to any dwelling or nearer than two hundred (200) feet to any property line.
 - b. These barns or enclosures are not subject to any masonry requirements if the site is three (3) acres or larger in size and the buildings are set back two hundred (200) feet from any dwelling other than that of the resident.

2. Agricultural Uses and the Keeping of Livestock

a. Vegetation

When in a residential zoning district, Agricultural Uses with plants and produce only are permitted on all lots. Excluding any main residential structure, any improvements on the site shall meet the requirements of 2.06.04. Accessory Structures.

b. Livestock and Animals

The keeping of livestock and other animals shall comply with the City's Animal Services Ordinance, as amended.

D. Bank or Financial Institution

1. No drive-through windows shall be permitted within five hundred (500) feet of a residential zoning district.

E. Fuel Pumps (Accessory Use) or Gasoline Filling or Service Station/Car Wash

1. Roofs of convenience stores, associated buildings, and pump canopies shall be pitched at least 4:12.
2. Canopy support columns shall be consistent and complementary to that used on the main building.
3. No Fuel Pumps (Accessory Use) or Gasoline Filling or Service Station/Car Wash shall be permitted within five hundred (500) feet of a residential zoning district.

F. Home-Based Business

1. No persons other than members of the family residing on the premises shall be engaged in such business.
2. The use of a home for cottage food production operations is expressly exempted from the provisions of this section.
3. The use of the home for the Home-Based Business shall be clearly incidental and subordinate to its use for residential purposes by its occupants.
4. Home-Based Businesses may occur in an Accessory Structure.
5. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such Home-Based Business.

6. No sign advertising a Home-Based Business shall be placed on property where a Home-Based Business is conducted. Only one vehicle (motorized or non-motorized), one ton carrying capacity or less may advertise for the Home-Based Business.
7. Any sales in connection with such Home-Based Business shall be clearly secondary to occupancy. Merchandise shall not be offered or displayed outdoors for sale on the premises. Sales incidental to a service shall be allowed; and orders previously made by telephone or at a sales party may be filled on the premises.
8. No traffic shall be generated by a Home-Based Business in greater volumes than would normally be expected in a residential neighborhood, and does not result in the off-street or on-street parking of more than two vehicles at any one time not owned by members of the occupant family.
9. No equipment, process, or work shall be used or conducted in such Home-Based Business that creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot beyond the extent of a typical single-family use. In the case of electrical interference, no equipment, process or work shall be used or conducted that creates visual or audible interference in any radio or television receivers off the premises or causes fluctuations in line voltage off the premises.
10. The operation of beauty schools, beauty parlors, barber shops, vehicle repair, lawn mower, or other small or large engine repair, and any boarding house/rooming house shall not be permitted as a Home-Based Business or as an accessory use.
11. No Outside Storage or Outside Display of any type shall be permitted with any Home-Based Business.
12. Garage Sales are allowed only on property zoned Agriculture and Agricultural Homestead (AG) District, Residential Estate (RE) District, and Residential Neighborhood District two (2) times per household per calendar year between the hours of 8:00 a.m. and 5:00 p.m. Sales cannot exceed three (3) days in length and there must be a minimum of five (5) days between sales. Permits are required to conduct garage sales and there shall be no blockage of streets. Conducting of garage sales exceeding the number of allowable sales will constitute a Home-Based Business and requirements for a Home-Based Business shall apply.

G. Nondepository Financial Institution/Payday Lending Establishment and Pawn Shop

1. No more than one (1) Nondepository Financial Institution/Payday Lending Establishment or Pawn Shop shall be located on a single lot.

H. Outside Display

1. Outside Display is permitted only in the following districts: Neighborhood Commercial (NC), Community Commercial (CC), Neighborhood Mixed-Use (NMU) Overlay, Community Mixed-Use (CMU) Overlay, Light Industrial (LI), and Heavy Industrial (HI).

Example of Outside Display

2. Outside Display areas shall not be placed or located more than thirty (30) feet from the main building and shall not exceed fifty (50) percent of the linear frontage of the building.
3. Outside Display areas shall be permitted year-round.
4. Outside Display areas shall not occupy any of the parking spaces that are required by this Ordinance for the primary use(s) of the property.



5. Outside Display areas shall not pose a safety or visibility hazard, nor impede public vehicular or pedestrian circulation, either on-site or off-site, in any way. At least sixty (60) inches of pedestrian clear zone shall be provided to allow for circulation.
6. Outside Display items shall be displayed in a neat, orderly manner, and the display area shall be maintained in a clean, litter-free manner.
7. Outside Display is permitted only as an accessory use and is not a permitted Principal Use.

I. Outside Storage

1. Outside Storage is permitted only in the following districts: Light Industrial (LI) and Heavy Industrial (HI).

Example of Outside Storage

2. Outside Storage is limited to a maximum of ten (10) percent of the total lot area, shall not be located in front of or on top of the building, and must be screened.
3. Outside Storage screening shall be required only for those areas surrounding Outside Storage.



4. Outside Storage of materials, commodities, or equipment shall be screened with a six (6) foot screening fence or wall and shall not be visible from the street or from adjacent property.

5. In addition to the screening fence or wall surrounding Outside Storage, a second level of screening is required at the property line unless the screening required by above paragraph is located along the property line. A six (6) foot screening fence or wall shall be provided and maintained at the common property line or street adjacent to the area to be screened by one or a combination of the following methods:
 - a. Solid masonry consisting of rock, stone, or other material that is equivalent, visually and qualitatively.
 - b. Wrought iron in conjunction with solid landscape screening.
 - c. Wood or wood vinyl in conjunction with solid landscape screening.
 - d. An equivalent alternative screening method approved by the Zoning Administrator.
 6. No Outside Storage may exceed the height of the screening wall or fence and must comply with maximum heights for the zoning district and any applicable overlay district.
 7. In the case of a home improvement store that provides goods to the general public (e.g., Home Depot or Lowe's) with Outside Storage, such use would be classified as both Retail Store and Outside Storage; therefore, both use classifications must be permitted in the applicable district for the store to be allowed.
 8. Plant nurseries are not considered outside storage for the purpose of these provisions.
- J. Restaurant or Cafeteria, Bar or Tavern
1. No drive-through windows or curbside service shall be permitted within five hundred (500) feet of a residential zoning district. Drive-through windows are measured from the window and curbside service is measured from the main entrance.
 2. Drive-through windows or curbside service requires a Specific Use Permit in the Community Commercial (CC) District, Neighborhood Mixed-Use (NMU) Overlay District, Community Mixed-Use (CMU) Overlay District, and Light Industrial (LI).
- K. Temporary Building
1. Temporary buildings may be permitted for six (6) months in accordance with a permit issued by the Zoning Administrator, and one (1) six (6) month extension may be approved by the Zoning Administrator.

2. After the initial extension is given, the Zoning Administrator may approve a second six (6) month extension only following a recommendation from the Planning and Zoning Commission.
3. Temporary buildings associated with a school are required to receive a permit issued by the Zoning Administrator; however, no time limit applies.

L. Short Term Rental

1. Short term rental within residential districts constitutes a commercial use and is prohibited. Short term rental is permitted in the following zoning districts: Neighborhood Commercial (NC) District, Community Commercial (CC) District, Neighborhood Mixed-Use (NMU) Overlay District, and Community Mixed-Use (CMU) Overlay District.
2. A short term rental permit is required prior to the use of a one-family dwelling as a short term rental located within a non-residential district. Subject to the standards of this section, an owner shall obtain and maintain a current permit whenever a dwelling is used as a short term rental. Annual inspection is required as specified in this section.
3. Any one-family dwelling to be utilized for a short term rental shall provide as a minimum, the following square footage in each bedroom:
 - a. To house one person per bedroom, the dwelling unit must provide one hundred (100) square feet of space per bedroom utilized for this purpose.
 - b. To house two or more persons per bedroom, the dwelling unit must provide at least eighty (80) square feet of space per person housed in the bedroom utilized for this purpose. For example, two persons would require a one hundred sixty (160) square foot room.
4. The appearance and residential character of the structure cannot be altered, either through use of colors, materials, construction, and lighting; the emission of sound, noise, vibration, and electromagnetic interference; or outdoor storage of any kind.
5. A 2A:10BC type fire extinguisher (a standard five-pound extinguisher) shall be properly mounted within seventy-five (75) feet of all portions of the structure on each floor.
6. Every sleeping room shall have at least one operable emergency escape and rescue opening.
7. An evacuation plan shall be posted conspicuously in each sleeping area.

8. Conduct on Premises

- a. Each occupant and visitor to a short term rental shall comply with all applicable provisions of the City Ordinances, including, without limitation: noise and disorderly conduct restrictions; litter prohibition; and others such as parking, and trespassing provisions. No occupant of or visitor to a short term rental shall cause or permit a public nuisance to be maintained on such property. This information shall be included in the rental agreement and posted inside the short term rental.
- b. All occupants shall be informed in writing of relevant City Ordinances including, but not limited to, the City's nuisance and water conservation Ordinances by the owner/operator of the short term rental.

9. Tenant Indoor Notification

The operator shall post in a conspicuous location of the dwelling the following minimum information:

- a. Maximum number of occupants.
- b. Location of required off-street parking, other available parking, and prohibition of parking on landscaped areas or similar unimproved surfaces.
- c. Quiet hours and noise restrictions.
- d. Restrictions of outdoor facilities.
- e. 24-hour contact person and phone number.
- f. Property cleanliness requirements.
- g. Trash pick-up requirements, including location of trash cans.
- h. Flooding hazards and evacuation routes.
- i. Emergency numbers.
- j. Notice that failure to conform to the occupancy and parking requirements is a violation of the City Code and occupant or visitor can be cited.

10. Rental Agreement Notification

The rental agreement between the owner/operator of the short term rental and the occupant shall include by attachment, all of the information provided on the tenant indoor notification signage.

11. Short Term Rental Operating License

a. Application

Application for a short term rental permit shall be in writing on an application form approved by the City, and shall include the following information, at a minimum:

- i. A list of all owners of the short term rental including names, address, and telephone numbers.
- ii. A sketch or narrative describing the location of the available parking spaces.
- iii. A sketch of the floor plan.
- iv. The name, address, and 24-hour telephone numbers of a contact person who shall be responsible and authorized to respond to complaints concerning the use of the short term rental.
- v. Proof of hotel occupancy tax compliance with Texas Tax Code Chapter 351, as amended, before permit is granted.
- vi. A statement that the owner of the short term rental has met and will continue to comply with the standards and other requirements of this section.
- vii. Provide current email address of owner/operator, if applicable.
- viii. If owner/operator has a property management or agent, owner/operator shall provide property management or agent name, phone number, mailing address, and email address.

b. Completeness of Application

If the application is incomplete or the full fee has not been paid, the Zoning Administrator shall notify the applicant in writing, within ten business days of the date of the application, that the application is incomplete and will not be considered by the City until the application is complete and/or the full fee is paid. If the full fee is not paid or the application is not complete within forty-five (45) days of the date of the application, the application shall expire.

c. Annual Renewal

A short term rental permit will be renewed annually through an inspection conducted by the City to verify continued compliance.

d. Transferability

A short term rental permit is transferable to a new property owner, if the new property owner submits a short term rental permit application and agrees in writing to comply with the requirements of this section. A new owner must apply for a short term rental permit within ninety (90) days from the closing date of the purchase. The new owner must provide a copy of the closing statement with the short term rental permit application form. Failure of the new property owner to apply for permit within ninety (90) days from the closing date will revoke the short term rental permit.

e. Appeal

If an application for a short term rental permit or renewal is denied, the owner or operator may appeal to the Board of Adjustment by written notice delivered within 30 days of denial or revocation.

12. Inspections

To ensure continued compliance with the requirements of this section, a short term rental shall be inspected in the following methods:

a. Transfer

As part of the transfer of a short term rental permit to a new owner and the issuance of a new short term rental permit, the City shall conduct an inspection to verify compliance with this section.

b. Fire Extinguishers

The owner/operator is responsible for obtaining annual independent inspections of the fire extinguishers in compliance with the City's current fire code.

c. Immediate

The City will perform inspections immediately when a violation is suspected.

d. Annual

The City will perform annual inspections for compliance with this section.

13. Enforcement/Penalty

- a. The owner/operator of the short term rental shall provide the City with a twenty-four (24) hour contact number. Should a law enforcement officer respond to the short term rental and issue a citation for any violation of City ordinances, the owner/operator shall be called by the officer. The owner/operator shall attempt to contact the occupants within one hour of the call to address the occupants about the complaints. Should a second complaint be filed, and citation issued to any part of the occupants or guests, the owner/operator must take appropriate step, in accordance with the individual rental agreement, to assure future complaints do not occur. Should three (3) separate citations be issued to an occupant or their guest(s), involving separate occupants under separate rental agreements within a six (6) month period, the short term rental permit may be revoked in accordance with this section.
- b. Violations of any subsection of this section may revoke the short term rental permit in accordance with this section.
- c. Failure to pay hotel occupancy tax timely is considered a violation of this section and may result in revocation of the short term rental permit in accordance with this section. Owner shall have thirty (30) days from the date the City or state issue a notice of delinquency to submit delinquent hotel occupancy tax to City and state before revocation of the short term rental permit begins.
- d. Failure to successfully complete the renewal process of a short term rental permit is considered a violation of this section. Owner shall have forty-five (45) days from the date the City issues notice of denial to gain compliance of noncompliant items before the revocation of the short term rental permit begins.
- e. The provisions of this subsection are in addition to and not in lieu of any criminal prosecution or penalties as provided by City Ordinances or county or state law.
- f. Prima facie proof of occupancy of a dwelling is established in any prosecution for violation of this section if it is shown that vehicles with registrations to persons having different surnames and addresses were parked overnight at the dwelling. Establishment of a prima facie level of proof in this subsection does not preclude a showing of illegal "occupancy" of a dwelling by a person in any other manner.

14. Revocation

If any violations stated in this section have been committed and not corrected within the time specified, the Zoning Administrator shall begin the procedures to revoke the short term rental permit in accordance with the following:

- a. The City shall give a thirty (30) day written notice to the owner/operator regarding the public hearing date and recommendation by the Planning and Zoning commission, and public hearing and decision by the City Council.
- b. The City shall provide written notice to property owners within two hundred (200) feet of the subject property at least fifteen (15) days prior to the hearing.
- c. If a short term rental permit is revoked, the owner/operator may not reapply for the same property for a period of twelve (12) months.

15. Abrogation and Greater Restrictions

This section is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this section and another Ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

M. Portable On-Demand Storage

1. Portable On-Demand Storage is permitted only in the Light Industrial (LI) District.
2. Portable On-Demand Storage Containers located in nonresidential and mixed-use zoning districts shall be treated as Outdoor Storage.
3. The maximum allowable size for a portable storage container in a residential district is one hundred sixty (160) square feet with an overall length not to exceed twenty (20) feet.
4. Not more than one portable storage container shall be allowed in the front of any lot on which a single-family dwelling has been constructed.
5. Any portable storage container must be placed on a concrete or asphalt surface of the dwelling and be placed behind any applicable setback lines for the zoning district.
6. A portable storage container may be utilized onsite for a period not to exceed thirty (30) days in any 360-day period.
7. Portable storage containers shall not be allowed to be placed or unloaded on any City street or right-of-way.
8. The Zoning Administrator may grant an extension for the placement of a portable storage container in a residential district for more than thirty (30) days, provided the property owner has demonstrated that extenuating circumstances exist to justify the extension. Extenuating circumstances shall include, but are not limited to, natural disasters, fires, or acts of God.

2.05.07. Zoning Dimensional Regulations Table

	Agriculture and Agricultural Homestead (AG) District	Residential Estate (RE) District	Residential Neighborhood (RN) District	Neighborhood Commercial (NC) District	Community Commercial (CC) District	Neighborhood Mixed-Use (NMU) Overlay District	Community Mixed-Use (CMU) Overlay District	Light Industrial (LI) District	Heavy Industrial (HI) District	Public and Institutional (P) District
Minimum Front Building Setback (ft)	35	45	25	20	20	15	15	30	30	-
Minimum Side Building Setback (Interior/Corner) (ft)	20/25	15/25	10/15	0/15	0/25	0/15	0/15	0/20	0/25	-
Minimum Rear Building Setback (ft)	30	15	15	20	35	15	15	25	25	-
Minimum Lot Area* or Maximum Dwelling Units per Acre (DUA)**	2 ¾ acres	¾ acre	¼ acre 4 DUA	-	-	- 6 DUA	- 8 DUA	-	-	-
Minimum Lot Frontage (cul-de-sac) (ft)	100	50	40	50	75	50	50	75	90	-
Minimum Lot Width (Interior/Corner) (ft)	200	120	60/65	50/65	100/105	50/65	50/65	100/105	180/185	-
Minimum Lot Depth (ft)	300	200	90	125	150	125	150	200	200	-
Maximum Height (ft)	35	35	35	35	35	35	35	35	35	-
Maximum Impervious Cover (%)***	35	35	50	65	75	75	75	75	75	-

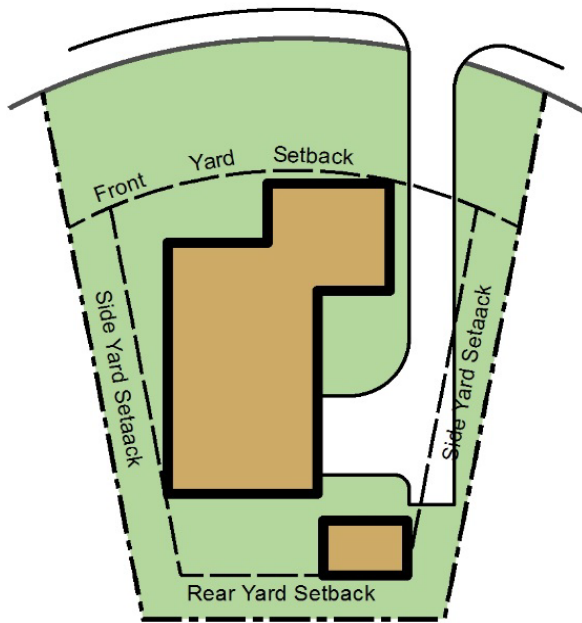
* If the property is served by OSSF/Septic, the minimum lot area shall be ¾ acre. If a lot or tract is located partially or entirely over Edwards Aquifer Recharge Zone, or not served by a public water supply system, then the minimum lot area shall be 1 acre.

** Maximum Dwelling Units per Acre is provided for instances when multiple units are located on a single parcel.

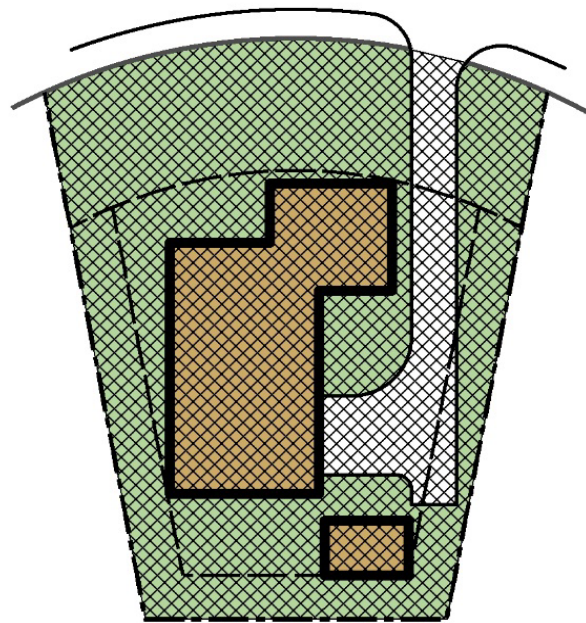
*** The Maximum Impervious Cover may be impacted if the property is served by on-site sewerage facilities (OSSF/Septic).

In the event of a discrepancy between the written language of a section and the Zoning Dimensional Regulations Table, the table will control.

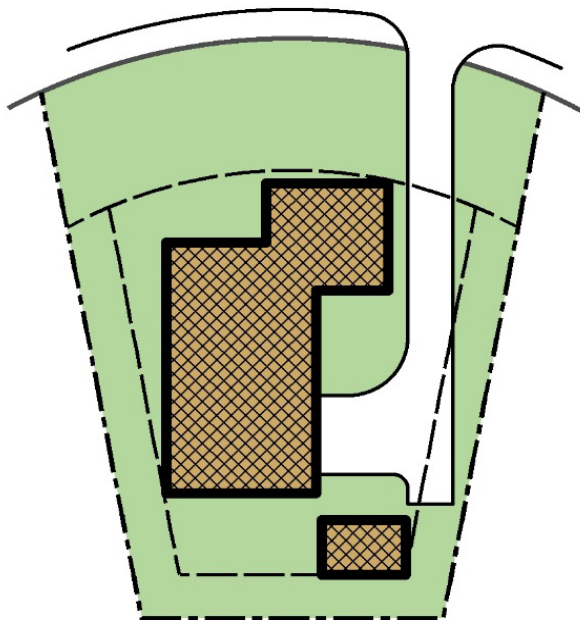
Illustration of Lot Criteria for Dimensional Regulations Table



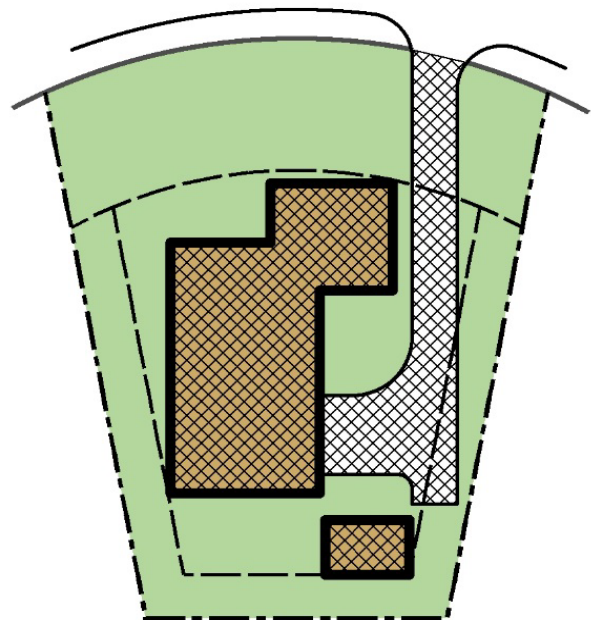
Typical Lot Setbacks



Lot Area



Building Coverage



Impervious Cover

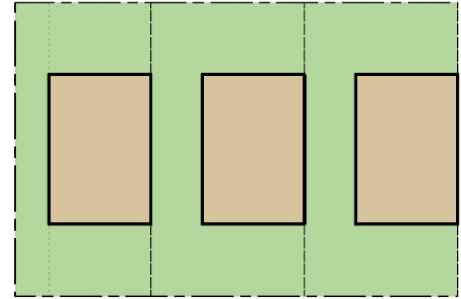
2.05.08. Modified Area Regulations and Standards

A. Adjustments for Zero Lot Line Residential Formats

1. Medium Density Development

- a. The interior side yard setback regulations in 2.05.07. above do not apply to the zero-lot line side of medium density dwellings (i.e., the exemption applies only to one side yard setback).
- b. A medium density dwelling may only be built along the property line if another offset medium density dwelling is located adjacent to that side (i.e., the zero-lot line side of a medium density dwelling shall not be located next to a traditional single-family home).
- c. Separation between buildings shall be no less than ten (10) feet.
- d. The wall of the medium density dwelling located on the lot line shall have no windows, doors, air conditioning units, or any other type of opening.
- e. A three (3) foot wide maintenance and drainage easement shall be provided along the property line on the property adjacent to the zero-lot line side of the medium density dwelling.

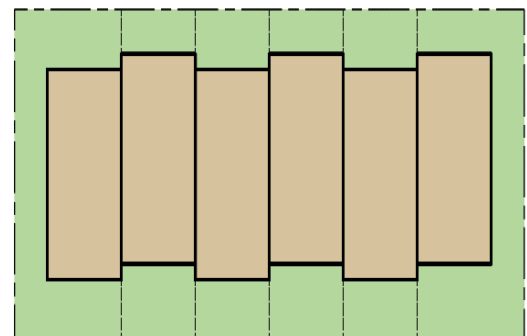
Medium Density Dwellings



2. Townhouses on Separate Lots

- a. This section addresses townhouses where multiple units are adjoined across property lines.
- b. The interior side yard setback regulations in 2.05.07. above do not apply to the interior sides of townhouses on separate lots (i.e., the exemption does not apply to the end units).

Townhouses on Separate Lots



- c. Minimum lot frontage shall be twenty-five (25) feet.
- d. Minimum lot size shall be three thousand (3,000) square feet.

B. Separation of Structures

When more than one (1) main building is located on the property (e.g., townhouses), the minimum separation between noncontiguous, adjacent structures shall be ten (10) feet.

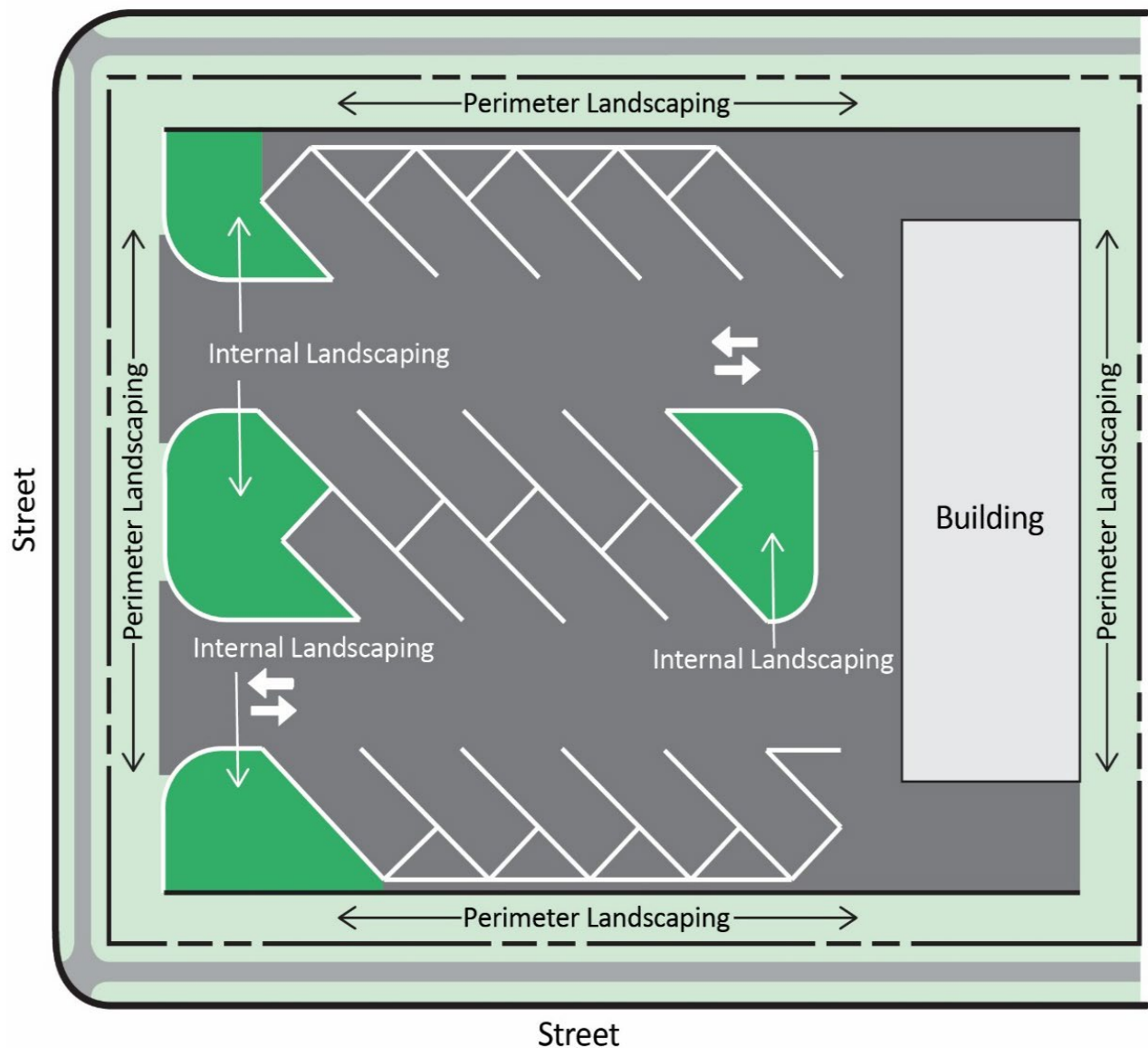
Subsection 2.06. Development Regulations

2.06.01. Landscaping

A. Non-Residential and Mixed-Use Landscaping Requirements

Landscaping shall be required according to the following sections for all nonresidential uses.

Figure 1



1. Landscaping Along Perimeter

See 2.06.06. for required landscape buffering adjacent to residential districts. All nonresidential uses shall comply with the following streetscape requirements:

a. Perimeter Landscaping

Perimeter Landscaping shall be provided adjacent to all streets and shall be the following widths, exclusive of street Right-of-Way.

- i. Adjacent to FM 3009 and FM 2252: Fifteen (15) feet.
- ii. Adjacent to an Arterial Street: Ten (10) feet.
- iii. Adjacent to a Collector Street: Five (5) feet.
- iv. Adjacent to a Local Street: Five (5) feet.

b. Plantings within the Perimeter Landscaping shall be determined by the following:

- i. Along all Arterial Streets and Collector Streets at least (1) Shade Tree for every forty (40) feet of frontage shall be installed. One existing tree may be substituted for each new tree provided the existing tree is in good health and form.
- ii. Complete coverage of natural landscape materials shall be provided with Shrubs, Groundcover, Ornamental Grasses with a Rock/Crushed Rock Landscape Base, or Ornamental Grasses with a Mulch Base. The use of Turf Grass as a landscape material is prohibited in fulfilling the requirements for groundcover unless incorporated into a berm.
- iii. Certification of the property as a Texas Parks and Wildlife Department Texas Wildscape shall serve in lieu of (ii) above and shall reduce the number of required Shade Trees by fifty (50) percent in (i) above.

c. Shrub Buffer

Where parking lots, drives, and access easements abut the Perimeter Landscaping, Shrubs (5 gallon minimum) shall be planted to form a contiguous buffer along the common boundary line. The species selected shall be evergreen and shall achieve a minimum height of forty-two (42) inches within one (1) year of planting in order to provide sufficient headlight screen. Shrubs shall be planted in planting beds with a Rock/Crushed Rock Landscape or Mulch Base.

A berm may be placed within the Perimeter Landscaping in lieu of the required Shrubs unless needed for a headlight screen.

- i. The berm must be eighteen (18) to forty-two (42) inches above the average grade of the street and parking lot curbs.
 - ii. The slope of the berm shall not exceed a thirty-three (33) percent grade.
 - iii. If the parking lot is located fifty (50) feet or more from the street Right-of-Way line, no Shrubs or berms will be required unless needed for a headlight screen.
- d. The Zoning Administrator may reduce the width (but not contents) of the required Perimeter Landscaping during Site Plan review when the reduction is required for a Public Improvement Right-of-Way acquisition, and upon written request from the applicant. In reviewing a request for reduced width, the Zoning Administrator may request a review and recommendation from the Planning and Zoning Commission or any other city department or consultant.

2. Internal Landscaping

Internal Landscaping refers to all areas within the paved boundaries of the parking lot. Any nonresidential parking area that contains more than ten (10) parking spaces shall provide Internal Landscaping in addition to the required Perimeter Landscaping. Only landscaped areas within the parking lot shall be used to meet the Internal Landscaping requirement.

Plantings within the Internal Landscaping shall be determined by the following:

- a. Ten (10) square feet of Internal Landscaping for each parking space or fraction thereof.
- b. One (1) Shade Tree or two (2) Ornamental Trees for every fifteen (15) parking spaces or fraction thereof.
- c. Complete coverage of natural landscape materials, such Groundcover, or Ornamental Grasses with a Rock/Crushed Rock Landscape Base or Mulch Base. The use of Turf Grass as a landscape material is prohibited in fulfilling the requirements for groundcover unless incorporated into a berm.
- d. Certification of the property as a Texas Parks and Wildlife Department Texas Wildscape shall serve in lieu of (c) above and shall reduce the number of required Shade Trees and Ornamental Trees by fifty (50) percent in (b) above.

3. Stormwater Drainage

All landscaped areas shall be protected by a raised six (6) inch concrete curb with openings to allow for the drainage of stormwater into the landscaped areas.

4. Redevelopment Sites

For existing sites undergoing redevelopment, see 2.07.09. for applicability and requirements.

B. Residential Landscaping Considerations

Through the National Wildlife Federation's Mayors' Monarch Pledge, the City of Garden Ridge is committed to creating habitat for the monarch butterfly and pollinators. Additionally, it is recommended that all landscaping installed in residential districts utilizes drought tolerant, deer resistant, and xeriscape plants such as those detailed in the City of Garden Ridge Wildlife Management Plan as well as native plants such as those detailed on the Lady Bird Johnson Wildflower Center website.

C. Prohibited Landscape

Common red oak species, such as Texas Red Oak and Shumard Red Oak, are prohibited due to unique susceptibility to arbor disease and its spread.

The Zoning Administrator is authorized to limit species and placement to protect aboveground and underground infrastructure.

D. Additional Requirements

These additional requirements shall not apply to individual single-family lots for single-family structures.

1. All plant material shall be maintained in a healthy and growing condition and must be replaced with plant material of similar variety and size if damaged, destroyed, or removed.
2. Landscaped areas shall be kept free of trash, litter, weeds, and other such materials or plants not a part of the landscaping.
3. Any Developer desiring to install and maintain landscaping materials and irrigation facilities within the City Right-of-Way must first receive written approval from the Zoning Administrator.
4. Replacement of dead landscaping shall occur prior to the issuance of a Certificate of Occupancy.
5. A landscape plan is required for all applicable developments.

E. Irrigation

See Ordinance No. 54 for standards and requirements related to Irrigation Systems.

F. Alternative Compliance Option

Submitted requests for the following Alternative Compliance Options may be considered:

1. Minor Reductions of the Perimeter Landscaping and Buffers

Minor changes to the width of the required Perimeter Landscaping and Buffers, which are considered to be up to fifty (50) percent of the required width, may be requested if along a street frontage where the adjacent properties on both sides (at side property lines) have a smaller or no landscape buffer strip, in order to maintain consistency between existing parking lot and drive aisle alignments.

If an alternative Perimeter Landscaping or Buffer is granted, an equal amount of landscaped area and trees shall be provided elsewhere on the site as may be deemed appropriate by the Planning and Zoning Commission.

2. Grouping of All Required Landscaping within One or Two Areas

In order to provide flexibility in site design, an Applicant may request Alternative Compliance to group all required landscaping (e.g., the landscape buffer and parking lot landscaping) into one (1) or two (2) areas.

In order to offset the movement of landscaping from its original required location, an additional twenty-five (25) percent of the total landscaped area will be required. For example, if one thousand (1,000) square feet of total landscaping was required, then one thousand two hundred fifty (1,250) square feet would be required to meet the grouping option.

In addition to the twenty-five (25) percent increase in total landscape area, the grouped landscaping shall be located either in the front yard or area visible from the street.

2.06.02. Fencing and Screening

A. Purpose, Applicability, and Sight Visibility

The purpose of this section is to provide standards for screening in order to mitigate the effects of potential nuisances such as dirt, litter, noise, heat, and glare of lights, and to protect public and private investment. It is also the intent of this section to provide for the safe construction and maintenance of walls and fences constructed in the City.

These regulations shall be applicable to all new construction, where fifty (50) percent or more of an existing screening, fence, or wall requires replacement, or any time that a higher intensity use is required to screen adjacent to a lower intensity use.

See Subsection 3.01. Sight Visibility Triangle.

B. Screening and Fencing of Non-Residential and Mixed-Use

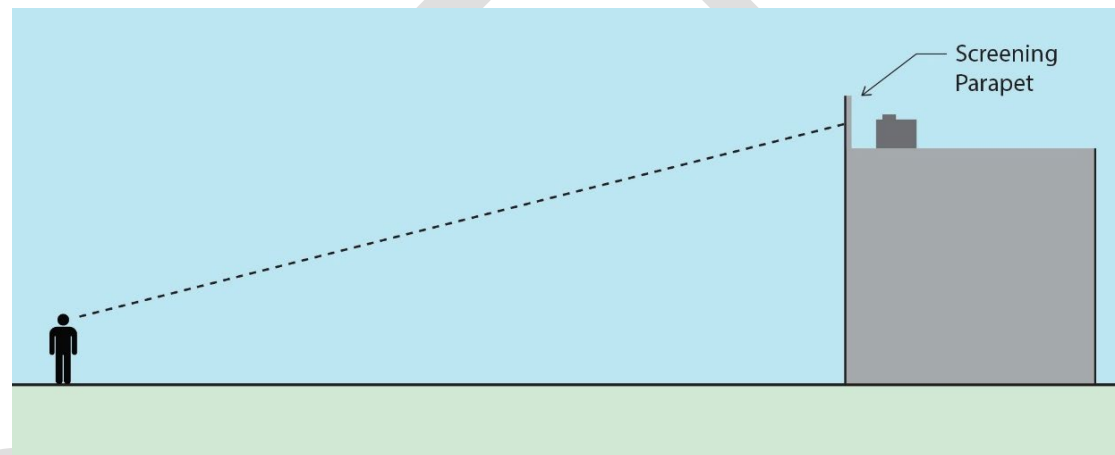
1. Placement of Fences

Opaque fences are prohibited between the front building face and Right-of-Way.

2. Screening of Mechanical Equipment

All nonresidential uses in any zoning district shall screen all mechanical, heating, and air conditioning equipment from public view or adjacent residential property. Public view is considered any area that can be seen from a public street or adjacent residential properties at six (6) feet above grade at the property line, including circumstances in which the public street or adjacent residential properties are at a higher elevation than the subject property.

Figure 2



3. Non-Residential Barbed Wire Fences Prohibited

Barbed wire, razor wire, and concertina wire fences are prohibited in the City for nonresidential purposes except for bona fide agricultural activity. Barbed wire strands may be placed on top of permitted fences and screening around public utilities facilities (such as substations and transformer stations) or as part of security devices for the restraint of persons being detained by the City or other governmental law enforcement agency for criminal violations.

C. Screening of Outdoor Waste Storage for Non-Residential and Mixed-Use

1. General

Waste storage areas (refuse containers, etc.) shall be constructed, located, and screened to prevent interference with the peace, comfort, and repose of the occupants of any adjoining building or residence.

The location, construction, and screening of all waste storage areas shall be shown on the design drawings.

2. Incidental Use Requirement and Location Standards

Refuse containers, trash dumpsters/containers, trash compactors, box compactors, and other similar containers which are used for waste disposal purposes shall only be allowed as an incidental use and only when located behind the building line established by the structure and not within any side or rear yard setback or any required landscaped area.

3. Screening Required

Refuse containers, trash dumpsters/containers, trash compactors, box compactors, and other similar containers shall be enclosed on all four sides with a three-sided masonry screening wall and a metal gate on the fourth side that shall be constructed to a minimum height of one (1) foot above the container height, but shall not exceed eight (8) feet in height.

- a. The container shall be screened by the masonry wall and a metal gate capable of screening the area and shall remain closed at all times except when filling or emptying the container.
- b. The screening wall shall be similar to or extensions of the development's architectural design.

D. Fences in Residential Areas

1. Fences Required for Subdivisions backing to Major Roadways

A fence is required when a subdivision backs to a Collector Street or larger thoroughfare.

2. Height and Location

Any fence or wall shall not exceed six (6) feet in height except as described in this section. No fence shall be erected in any required side yard that is adjacent to a public street.

3. Materials

Any residential perimeter fence shall be constructed of masonry, wrought iron, cedar wood, or precast concrete designed to resemble wood, stucco, stone, or brick fencing (excluding Concrete Masonry Units CMU).

4. Residential Chain Link and Barbed Wire Fences Prohibited

Chain link, barbed wire, razor wire, and concertina wire fences are prohibited in the City for residential purposes. Barbed wire strands may be placed on top of permitted fences and screening around public utilities facilities (such as substations and transformer stations) or as part of security devices for the restraint of persons being detained by the City or other governmental law enforcement agency for criminal violations.

5. Deer Fence Exception

Fencing designed to contain or prevent access by deer, not to exceed eight (8) feet in height.

6. Proximity to Accessways and Driveways

Screening or fencing shall not be located closer than three (3) feet from the edge of any accessway pavement or driveway.

E. Vehicular Access Gates

Gates designed for vehicular access shall be set back from the edge of street a minimum of fifty (50) feet.

F. Special Fences

Special fencing, such as fencing around tennis courts, is allowed unless it exceeds ten (10) feet in height and therefore requiring a Specific Use Permit. Fences around swimming pools shall comply with the City's building code.

2.06.03. Off-Street Parking

A. Applicability

Except as hereinafter provided, no building or structure or part thereof shall be erected, altered, or converted for any permitted use unless vehicle parking is provided according to the following standards.

Vehicle parking shall be provided on the lot or tract, on an immediately contiguous lot or tract, or as part of a shared parking agreement.

B. General Requirements

1. Number of Spaces

- a. The minimum number of spaces shall be as indicated in 2.05.05. Use Chart.
- b. The total parking requirement shall be the sum of the specific parking space requirements for each use classification included in the building or development.
- c. Floor Area of parking garages shall be excluded in computing the parking requirements of any use.

2. Parking Areas and Driveways

a. Maintenance

All parking areas and driveways shall be maintained to the City's specifications.

b. Nonresidential Parking Areas and Driveways

Unless otherwise noted, all parking areas and driveways for nonresidential uses shall be curbed and paved with asphalt or concrete unless otherwise approved.

c. Residential Parking Areas and Driveways

Unless otherwise noted, parking areas and driveways for residential uses shall be concrete, and be maintained free of grass, weeds, and other vegetation.

3. Parking Space Dimensions

All parking spaces must be at least nine (9) feet wide by eighteen (18) feet deep measured from the wheel stop.

C. Shared Parking Calculations

1. The intent of this provision is to maintain the number of spaces needed to support use while considering that many uses have differing parking peak times. Shared parking allows uses with varying peak times to share parking spaces, thereby encouraging more compact development, and reducing stormwater runoff and the urban heat island effect.
2. The Zoning Administrator, following recommendation from the Planning and Zoning Commission, may approve a request for shared parking facilities if the following findings are made:
 - a. The shared spaces to be provided will be available as long as the uses requiring the spaces are in operation.
 - b. The peak hours of parking demand from all uses do not coincide so that peak demand is greater than the parking provided, as determined by the City's shared parking calculator formulas.
 - c. A written agreement between the property owner(s) and the City, in a form satisfactory to the City Attorney that includes:
 - i. A guarantee among the property owner(s) for access to and use of the shared parking facilities.
 - ii. A provision that the City may require parking facilities in addition to those originally approved upon finding by the Zoning Administrator that adequate parking has not been provided.
 - iii. A provision stating that the Zoning Administrator, upon recommendation from the Planning and Zoning Commission, may, for due cause and upon notice and hearing, unilaterally modify, amend, or terminate the shared parking agreement at any time.

3. Applicants for shared parking must submit a description of the uses, hours of operation, parking requirements, allocation of parking spaces, hours of peak parking demand, and an explanation to show that required parking will be available during the hours of operation shown for each use.
 4. Applicants may be required to submit survey data substantiating a request for reduced parking requirements.
 5. Shared Parking Modifications
 - a. If the development is located entirely on a single lot, the development is eligible for a reduction up to twenty (20) percent in the required parking.
 - b. If the development is located across more than one (1) lot but is a cohesive development (e.g., a shopping center), the development is eligible for a reduction of up to twenty (20) percent in the required parking.
 6. Any future changes to the uses must be reviewed to assess the parking supply. If the new use would require less parking, then no technical review is necessary. If the new use would require more parking, a parking study shall be required. If the parking study determines that the current amount of parking is insufficient, the proposed use must provide the additional parking.
- D. Parking Requirements for New or Unlisted Use
- Where questions arise concerning the minimum off-street parking requirements for any use not specifically listed, the requirements may be determined by the Zoning Administrator as those of a similar use.
- E. Circulation and Parking Requirements for all Nonresidential and Mixed-Use Developments
- The regulations provided in this section shall apply to all nonresidential development.
1. Wheel Stops or Bollards

If curbs are not provided, then parking spaces that face and are adjacent to a building or required landscaped area shall utilize wheel stops or bollards, within twelve (12) inches from the end of the space.
 2. Area Layout
 - a. Parking lots shall be laid out to continue the street/block pattern of the area so that the lots can easily be redeveloped with buildings consistent with the design of the surrounding development.

3. Parking Sub-Lots

- a. Large surface parking lots shall be visually and functionally segmented into several smaller sub-lots by landscaped areas. Each sub-lot shall contain a maximum of fifty (50) parking spaces.
- b. For every parking area, a landscaped median/divider at least fifteen (15) feet wide shall be installed to help break up sub-lots of large parking fields. These medians shall contain pedestrian walkways to offer safe, marked routes between parking spaces and building entries.

4. Pedestrian Circulation

- a. Circulation patterns must be as simple as possible.
- b. All likely pedestrian routes must be considered in the design phase of a development to prevent shortcuts through parking and landscape areas. Should “demand path” wear patterns emerge, the City may require the property owner to improve the pedestrian path.
- c. An internal pedestrian walkway, ADA accessible, at least six (6) feet wide must be provided from the perimeter public sidewalk to the primary public entrance. Internal pedestrian walkways must be distinguished from driving surfaces by textured pavement or painted pavement and lighting.

5. Fire Lanes

In addition to Parking Space Design Details below, aisles must meet fire lane requirements where applicable.

F. Stacking/Queuing Requirements

1. Purpose

Stacking spaces provide the ability for vehicles to queue on-site prior to receiving a service.

2. Stacking Space Size and Location

A stacking space shall be a minimum of ten (10) feet in width and twenty (20) feet in length and shall not be located within or interfere with any other circulation driveway, parking space, fire lane, or maneuvering area.

3. Number of Require Queuing Spaces

In all Districts, at the time any building or structure is erected or altered, queuing spaces shall be provided in the number and manner set forth in the following table of property uses. In the event of a discrepancy between the written language of a section and the following table, the table will control.

Table 4

Use	Queuing Spaces
Bank or Financial Institution (with a Drive-Thru)	Four (4) stacking spaces per window or service lane
Automobile Service Garage (Minor)	Three (3) stacking spaces per bay
Car Wash, Full Service	Five (5) stacking spaces per bay
Car Wash, Self Service	Two (2) stacking spaces per bay
Car Wash Self Service (Drying Areas and Vacuum Islands)	Two (2) stacking spaces per drying area or vacuum island
Child Care Facility (Daycare) and Similar Child Training and Care Establishments	One (1) stacking space per twenty (20) students provided on a through “circular” drive
Restaurant or Cafeteria, with Curb or Drive-Thru Service	Five (5) stacking spaces for first window, order board, or other stopping point. One (1) additional stacking space shall be provided after the final window, order board, or stopping point to allow vehicles to pull clear of the transaction area prior to entering an intersecting on-site driveway or maneuvering aisle
Any Other Retail or Service Use with a Drive-Thru Window	Three (3) stacking spaces for first service window. One (1) additional stacking space shall be provided after the final window, order board, or stopping point to allow vehicles to pull clear of the transaction area prior to entering an intersecting on-site driveway or maneuvering aisle
School, Private or Public	The number of stacking spaces shall be determined during Site Plan review

G. Bicycle Parking

1. Off-street parking and facilities for bicycles shall be provided for each land use as follows. In the event of a discrepancy between the written language of a section and the following table, the table will control.

Table 5

Use	Minimum Number of Bicycle Parking Spaces
Retail, Assembly and Restaurant	2, plus 1 per 5,000 s.f. (Maximum Required: 7)
Office	2, plus 1 per 5,000 s.f. (Maximum Required: 7)
Park	2, plus 1 per acre of land (Maximum Required: 15)
Public (other than a park)	2, plus 1 per 5,000 s.f. (Maximum Required: 7)
Industrial	2, plus 1 per 10,000 s.f. (Maximum Required: 7)

2. Bicycle parking facilities shall be racks or lockers anchored to prevent movement or theft. Each space designated for bicycle parking shall be designed to accommodate at least the minimum number of bicycles identified by the table above. Bicycle parking facilities shall, at minimum, be a bike rack with the ability for a user to lock one wheel and the frame to the rack, with the user providing the lock and chain.
3. Access to the use being served by the parking facility shall be at least as convenient for users of bicycle parking as the most convenient automobile parking and as close as possible to the desired entrances without interfering with pedestrian or vehicular traffic.

H. Alternative Compliance Options

A request for the following Alternative Compliance Options may be submitted and acted upon in accordance with the following:

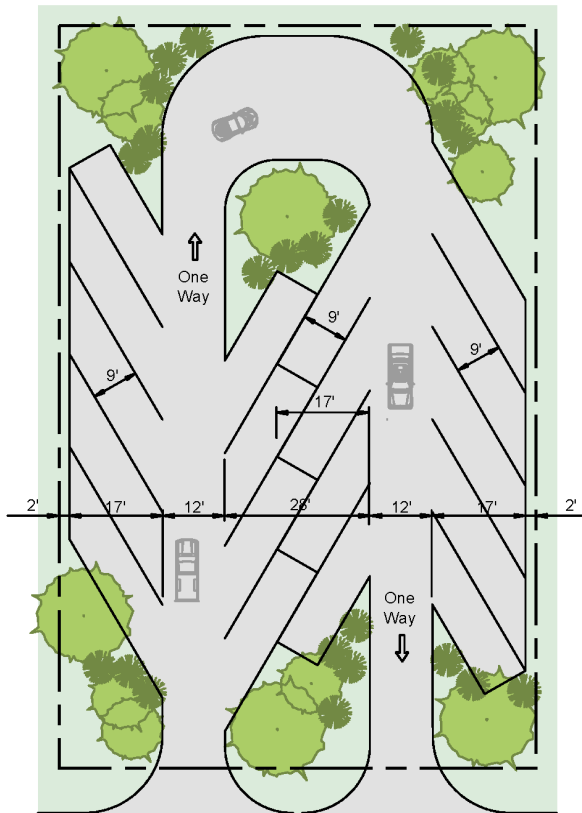
1. Reduction in the number of required parking spaces by up to thirty (30) percent if the use is served by public parking or sufficient bicycle/pedestrian access.
2. Reduction in the number of required parking spaces according to a Best Practices Parking Ratio.
 - a. An Applicant shall fully cite the sources used to derive the Applicant-submitted parking ratio, possible resources include parking standards materials from the Institute of Transportation Engineers (ITE) or the American Planning Association (APA).
 - b. The Zoning Administrator shall conduct an initial review of the Applicant-submitted parking ratio before sending to Planning and Zoning Commission to make a recommendation regarding best planning practices for a use.
 - c. City Council shall have final decision-making authority on requests for Alternative Compliance Options.

I. Parking Space Design Details

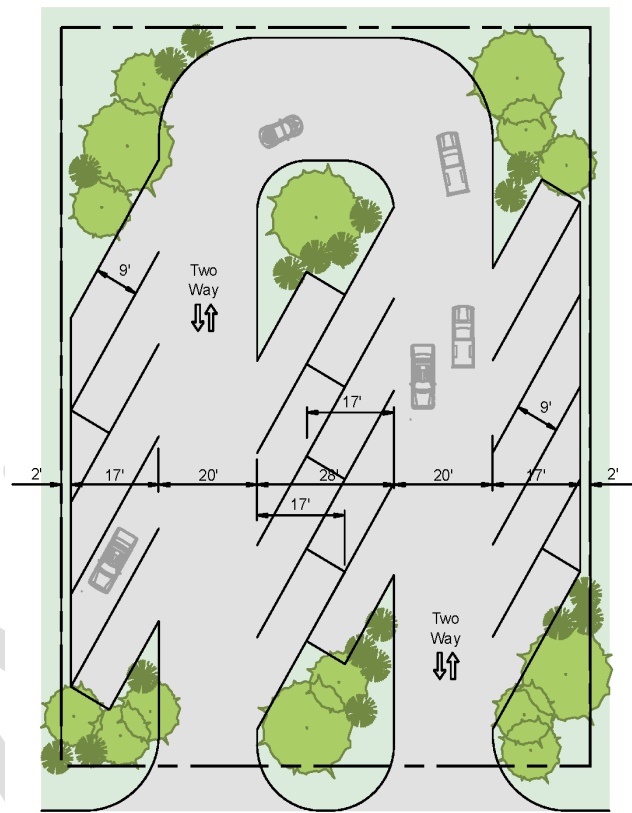
Each standard off-street surface parking space size shall be in accordance with the design standards as shown on the following illustrations for space size and design. Note that all drive aisles functioning as required fire lanes must meet the City's Fire Code requirements.

Figure 3

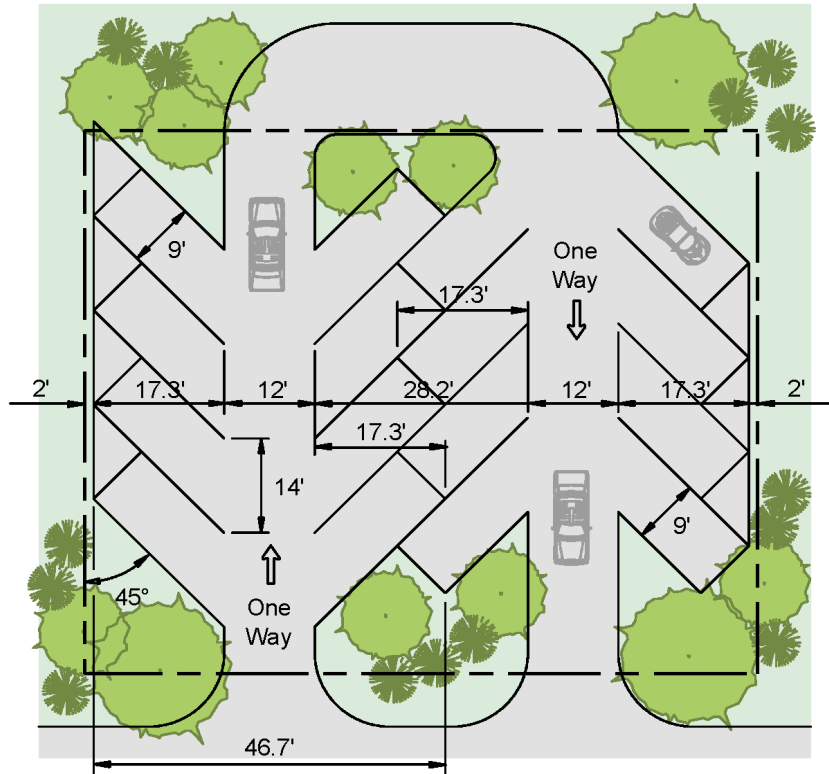
30 Degree Layout with One-Way Traffic



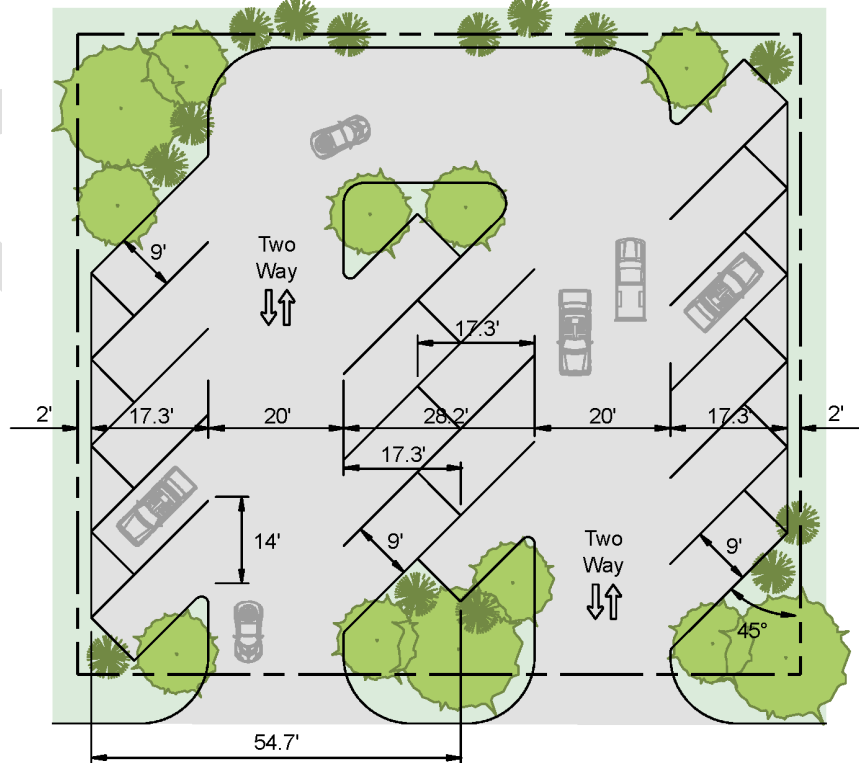
30 Degree Layout with Two-Way Traffic



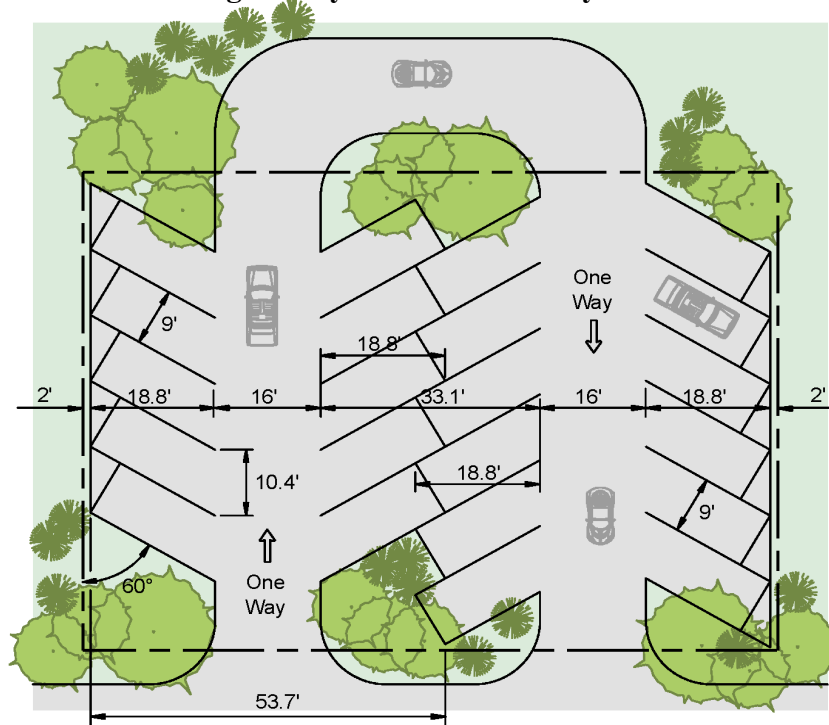
45 Degree Layout with One-Way Traffic



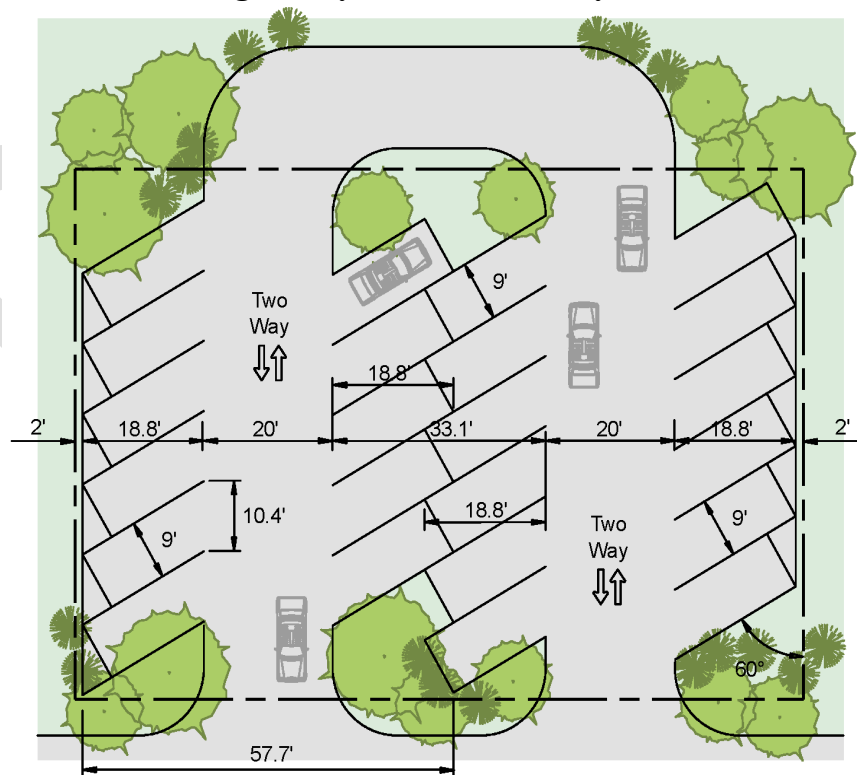
45 Degree Layout with Two-Way Traffic



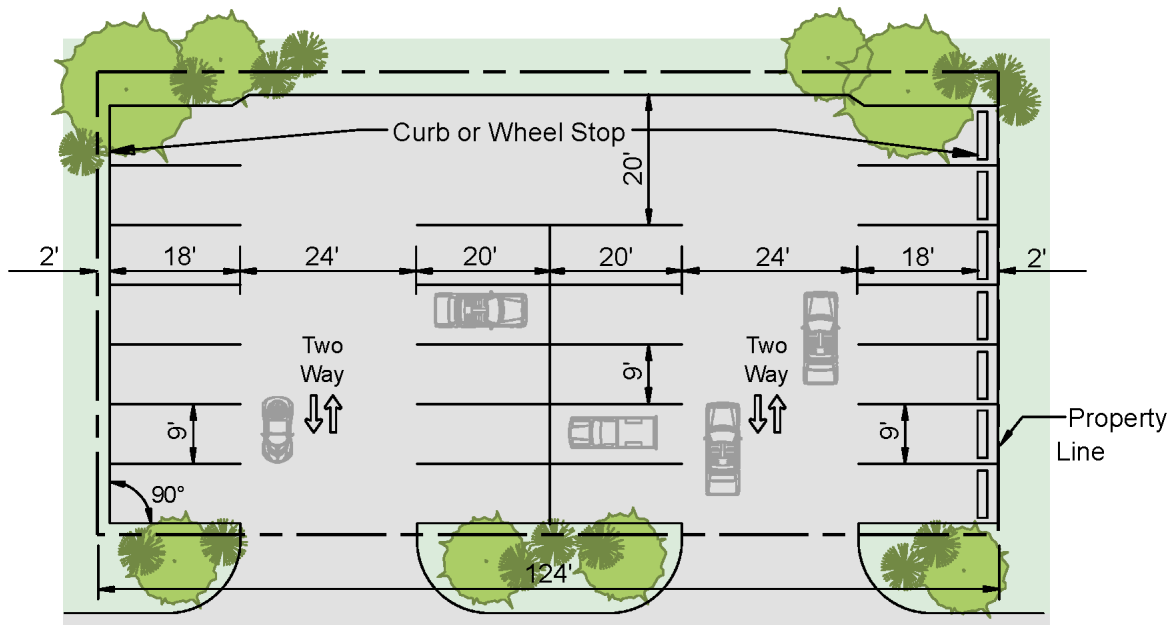
60 Degree Layout with One-Way Traffic



60 Degree Layout with Two-Way Traffic



90 Degree Layout



2.06.04. Accessory Structures

A. Requirements for All Accessory Structures

1. Accessory Structures are prohibited within easements and setbacks.
2. In no case shall an Accessory Structure exceed the height of the main structure.
3. Accessory structures three hundred (300) square feet and larger must comply with the exterior building material and related design requirements for a main structure based upon the underlying zoning district, except in the Agriculture and Agricultural Homestead (AG) District.
4. Accessory structures shall be constructed with similar design as the main structure in terms of materials, design, and color. Accessory structures shall utilize building materials as provided for in the Texas Local Government Code, Chapter 3000.
5. Accessory structures connected to the main structure via a sidewalk or breezeway shall be considered separate accessory structures and not a part of the main structure for the purpose of this section. **¹

Example of Accessory Structure



B. Residential Accessory Structures

The following regulations apply to Accessory Structures servicing lots zoned or used for residential uses:

1. No more than one (1) Accessory Structure for the purpose of a living quarters shall be permitted on a lot, subject to 2.05.06. B.
2. All structures shall anchor to a reinforced concrete pad or slab or shall be held by ground anchor bolts and straps installed according to manufacturer's recommendations.
3. A vegetative screen shall be planted to screen the structure from view from adjoining lots or streets to achieve fifty (50) percent opacity. This screen is not required when a six (6) foot tall fence or wall blocks view of the structure from adjoining lots or streets, or existing vegetation accomplishes the same performance as prescribed for the vegetative screen.
4. Residential accessory structures shall not occupy more than thirty (30) percent of the rear yard or side yard.

¹ Any existing use that is made non-conforming by the adoption of this provision will be a legal, non-conforming use and subject to 2.07.09. Non-conforming Lots, Structures, and Uses.

5. Residential freestanding playsets shall be located in the side or rear yard.
6. The dimensional regulations in the table below shall apply to all residential Accessory Structures, except for the following:
 - a. Properties in the Agriculture and Agricultural Homestead (AG) Zoning District possessing a tax exemption for agricultural, timber, or wildlife shall not be subject to a maximum number of accessory structures, maximum floor area of all accessory structures combined, or maximum height.
7. The dimensional regulations are contained in the table below. In the event of a discrepancy between the written language of a section and the following table, the table will control.

Table 6

	Lots less than $\frac{3}{4}$ acre	Lots $\frac{3}{4}$ acre and larger
Maximum Number of Accessory Structures	2	3
Maximum Floor Area of All Accessory Structures Combined	1,000 sq. ft.	3,000 sq. ft.
Minimum Front Setback	Behind the front façade of the primary dwelling	Behind the front façade of the primary dwelling
Minimum Side and Rear Setbacks	Same as for the primary dwelling in the underlying zoning district	Same as for the primary dwelling in the underlying zoning district

C. Nonresidential and Mixed-Use Accessory Structures

1. No more than three (3) accessory structures are allowed for lots zoned or used for nonresidential and mixed-use uses.
2. The maximum floor area of all accessory structures combined shall not exceed fifty (50) percent of the ground floor area of the main structure.
3. The maximum height of an accessory structure shall not exceed the height of the main structure.
4. An accessory structure shall be located behind the front façade of the main structure.
5. An accessory structure shall comply with the side and rear setbacks for the underlying zoning district.

D. Residential Swimming Pools

1. Swimming pools shall comply with all setbacks of the underlying zoning district.
2. Swimming pools shall be built in-ground with an average deck height less than twenty-five (25) inches above grade.
3. No elevated component (waterfall, slide, etc.) shall exceed four (4) feet above grade.
4. Swimming pools shall be located entirely behind the rear plane of the primary dwelling.
5. Swimming pools located on corner lots shall be located behind the extended side plane of the house on the side facing the exterior lot line.
6. Pools enclosed or surrounded by the house structure to not be visible from front or side streets, or visible from adjacent lots, shall be deemed as meeting the requirements of this section.
7. A pool, deck, or patio that is attached or connected to the main structure is considered part of the main structure.

2.06.05. Building Materials

All construction materials shall be governed by Local Government Code, Chapter 3000. This applies to all construction within the City of Garden Ridge.

2.06.06. Residential Adjacency

A. Purpose and Intent

This section is intended to preserve and protect the integrity of single family residential neighborhoods, to protect the quiet enjoyment of single family residential properties, and to maintain property values.

B. Applicability

The following residential adjacency standards shall apply to all non-single family residential buildings or uses that lie within two hundred (200) feet of properties used for single family residences in the Residential Estate (RE) District and Residential Neighborhood (RN) District.

For purposes of the section, the two hundred (200) foot distance shall be measured from the non-single family residential building or use to the property line of the single family residence.

C. Land Uses Requiring a Specific Use Permit

The following uses require a Specific Use Permit when located within two hundred (200) feet of residential uses, in addition to the regulations of 2.05.05. Use Chart:

1. Automobile Parts Store
2. Automobile Service Garage (Major)
3. Automobile Service Garage (Minor)
4. Car Wash, Full Service
5. Car Wash, Self Service
6. Feed Store
7. Fuel Pumps (Accessory)
8. Gasoline Filling or Service Station/Car Wash
9. Grocery, Supermarket

In the event of a conflict between this section and 2.05.05. Use Chart, the stricter application shall apply.

D. Buffer Yard Requirements

Properties in the Neighborhood Commercial (NC) District or Neighborhood Mixed-Use (NMU) Overlay District shall provide a fifty (50) foot buffer against properties in the Residential Estate (RE) District and Residential Neighborhood (RN) District.

Properties in the Community Commercial (CC) District or Community Mixed-Use (CMU) Overlay District shall provide a seventy-five (75) foot buffer against properties in the Residential Estate (RE) District and Residential Neighborhood (RN) District.

E. Buffer Yard Content

The buffer yard shall be left in its natural state with no parking or structures, including refuse receptacles. The buffer yard shall be augmented with additional trees and landscaping for each one hundred fifty (150) linear feet (or fraction thereof) of the street frontage buffer to achieve the following through combination of existing vegetation and new plantings consistent with 2.06.01.

1. A minimum of six (6) Shade Trees, of which at least four (4) shall be evergreen trees and no single tree species shall constitute more than one-third (1/3) of all required trees;
2. A minimum of four (4) Ornamental Trees; and
3. A minimum of thirty (30) Shrubs.

2.06.07. Storage and Use of Vehicles and Equipment in Residential Zoning Districts

- A. No recreational vehicles (all classifications), travel trailers, house trailers, trailers, boats, commercial or farm vehicles (excluding one-ton or less pickup trucks), or similar equipment shall be parked in a residential zoning district except when:
1. Concealed from view in a garage; or
 2. Parked in a rear or interior side yard.

Such items shall not be parked in the front yard or exterior side yard (corner lots), except on a temporary basis as provided for in this section. Such items shall additionally be located to comply with all setbacks of the underlying zoning district.

- B. Recreational vehicles, travel trailers, house trailers, trailers, boats, commercial or farm vehicles (excluding one-ton or less pickup trucks), or similar equipment parked in a rear yard or interior side yard, shall be generally screened from view from the public right-of-way by being placed behind the structure or behind a six-foot (6') tall solid fence or wall. Such items do not have to be completely screened from view if they exceed the height of the six-foot (6') screening fence or wall.
- C. Parking spaces shall be constructed of concrete, pavers, bricks, crushed granite, or similar materials with the same attributes and characteristics as approved by the City Administrator. The use of asphalt or wood as a parking surface is prohibited. If materials used do not create a clearly defined border, then the space must be defined by a border of concrete, rock, brick, metal, or wood. Parking spaces shall be maintained and kept free of grass, weeds, and other vegetation.
- D. The parking space must be of sufficient size so the perimeter extends beyond the length and width of any vehicle, trailer, or equipment parked in the space.
- E. No vehicles, recreational vehicles or travel trailers, house trailers, trailers, boats, commercial or farm vehicles, or similar equipment shall be parked in an unpaved area of the yard outside of a defined driveway or parking space except for construction equipment, trucks, and other vehicles and equipment necessary for delivery, construction, repairs, or maintenance on the property while the project work is ongoing.
- F. No recreational vehicles, travel trailers, house trailers, trailers, tents, garages, barns, or other outbuildings, excluding a bona fide permanent accessory dwelling, shall serve as a temporary or permanent residence. No temporary structure located on the lot (tract) shall serve as a residence or living quarters.
- G. No person shall load, unload, or park travel or utility trailers of any type, semi-trailers, boats, motor homes, and campers in front of the front building line of the principal dwelling for a period exceeding ten (10) consecutive days, nor for more than four (4) such periods in a year.
- H. No person shall use City right-of-way as parking space for recreational vehicles or travel trailers, house trailers, trailers, boats, or similar equipment.

2.06.08. Single-Family Design

- A. See 2.06.05. for exterior building material standards.
- B. The main residential structure on each lot, exclusive of basements, porches, garages, breezeways, and residential accessory structures shall be:
 - 1. At least two thousand (2,000) square feet of habitable space when located in the Agriculture and Agricultural Homestead (AG) District or the Residential Estate (RE) District.
 - 2. At least one thousand (1,000) square feet of habitable space when located in the Residential Neighborhood (RN) District.
- C. Mailboxes
 - 1. Builders shall construct mailboxes of the same material as the primary dwelling. Base dimension for mailboxes shall not exceed the dimensions of the mailbox by more than six (6) inches on any side above two (2) foot elevation.
 - a. Exception: Where the mailbox is across the street from the new house according to the United States Postal Service requirements, the new mailbox must conform as close as possible to the material of the existing house in front of which the new mailbox will be located and to the design and construction of the existing homeowner's mailbox.
 - b. Exception: Where the United States Postal Service has required use of single-point, community mailboxes, the requirements of this section shall not apply.
 - 2. Positioning of mailboxes shall be in accordance with United States Postal Service regulations.
 - 3. Masonry mailboxes which are replaced must conform to new construction specifications as stated herein. Non-masonry mailboxes which are replaced must conform to size, height, and positioning specifications of the United States Postal Service regulations.
- D. Garages
 - 1. Every house constructed or renovated shall have at least a two (2) car garage, either attached or detached, and the minimum interior dimensions for the two (2) car garage shall be at least twenty (20) feet wide and at least twenty (20) feet deep.
 - 2. Attached garages shall open only to an interior lot side (J-swing or side entry garage) or to the rear of the house.
 - 3. Garages connected to the main structure by a breezeway or gallery shall not be forward of the front plane of the house and shall not face the street.
 - 4. Detached garages shall not extend forward of the rear plane of the house and shall not face a street.

2.06.09. Non-Residential and Mixed-Use Design

A. Purpose and Intent

This section is intended to ensure that all nonresidential buildings shall be compatible with the architectural character and design as described within the Comprehensive Plan in terms of style, mass, material, height, roof design, and other exterior elements.

B. Applicability

All non-residential and mixed-use buildings shall comply with this section, with the exception of those located within the Light Industrial (LI) District or the Heavy Industrial (HI) District, which shall be exempt from D, F and H, below.

C. Building Orientation

Any building within view of a public Right-of-Way shall either face such Right-of-Way or shall have a façade facing such Right-of-Way consistent with the character of the front façade.

D. Design Element Options

1. The following is a list of design elements that may be incorporated into a building's design:
 - a. Canopies, awnings, or porticos.
 - b. Overhangs.
 - c. Recesses or projections.
 - d. Arcades.
 - e. Peaked roof forms.
 - f. Arches.
 - g. Outdoor patios.
 - h. Display windows.
 - i. Architectural details (e.g. tile work or moldings integrated into the building façade).
 - j. Integrated planters or wing walls that incorporate landscape and sitting areas.
 - k. Offsets, reveals, or projecting ribs to express architectural or structural bays.

E. Front Façade Entry Requirements

1. A front façade may be articulated and designed to present a distinctive entry presence, emphasizing the building's entry point along the façade.
2. Entry design may consist of the following design elements at the primary entrance, so that the primary entrance is architecturally prominent and clearly visible from the abutting street and parking:
 - a. Architectural details such as arches, friezes, tile work, or moldings.
 - b. Integral planters or wing walls that incorporate landscape or seating.
 - c. Enhanced exterior light fixtures such as wall sconces, light coves with concealed light sources, ground-mounted accent lights, or decorative pedestal lights.
 - d. Prominent three-dimensional features, such as belfries, chimneys, clock towers, domes, spires, steeples, towers, or turrets.
 - e. A repeating pattern of pilasters projecting from the façade wall by a minimum of eight (8) inches or architectural or decorative columns.

F. Pedestrian Shelter

Façades are encouraged to provide shelter integrated into the building form.

G. Building Articulation

No wall shall extend greater than 45 continuous feet without a break in both the vertical and horizontal rhythm of the wall. Breaks in the rhythm of the wall can be accomplished through articulations of the wall and roof line, changes in material, changes in color, the use of major architectural features (such as arcades, porticos, parapets, dormer windows, colonnade, etc.)

H. Roof Design Standards

1. All structures shall be constructed with a pitched roof, flat roof (pitch less than or equal to 2:12) with a parapet, true mansard roof, or any combination thereof.
2. All flat roof surfaces shall be screened from ground level views so that such roof surfaces are not visible.
3. Roofs of stairwells and elevator machine rooms and other similar spaces shall be exempt from roofing design standards so long as they are not visible from ground level. For the purpose of this paragraph, visible shall be defined as capable of being seen at a height of six (6) feet while standing at the highest grade on the property line, and shall also comply with 2.06.02. and 2.06.06.

2.06.10. Lighting

A. Purpose and Applicability

1. The purpose of this section is to regulate outdoor lighting in order to reduce or prevent light pollution in the City. New lighting technologies have produced powerful lights that, when improperly installed, create problems of excessive glare, light trespass, and higher energy use. Excessive glare can be a nuisance and may cause safety hazards. Light trespass reduces privacy, degrades the enjoyment of the night sky, and results in higher energy use and increased costs. Appropriately regulated and properly installed outdoor lighting will contribute to the safety and general welfare of the residents and will help preserve the historic and rural character of the City in keeping with the desired objectives of the Comprehensive Plan.
2. The regulations contained in this section are binding only within the City limits of Garden Ridge and compliance is required for all outdoor lighting fixtures installed on private and public property within a new development or redevelopment within City limits. This section does not apply to interior lighting.
3. All outdoor lighting fixtures existing and legally installed and operating before the effective date of this Ordinance will be exempt from this section unless they are determined to create a safety hazard. When any existing lighting fixture(s) become inoperable, their replacements are subject to the provisions of this Ordinance.
4. The following lighting instances are exempt from this section:
 - a. Publicly maintained traffic control devices.
 - b. Streetlights installed prior to the effective date of this Ordinance (until replaced as noted in previous section).
 - c. Temporary emergency lighting (e.g., for fire, police, repair crews, etc.).
 - d. Lighting fixtures and illumination requirements imposed by TxDOT within any TxDOT right-of-way.
 - e. Moving vehicle lights.
 - f. Navigation lights (e.g., aircraft warning beacons on water storage reservoirs and wireless transmission facilities, required by state or federal law).
 - g. Seasonal decorations with lights in place no longer than fifty (50) days.
 - h. Sports field lighting, until 10:00 p.m.
 - i. Other temporary uses approved by the City Council (e.g., festivals, carnivals, fairs, night-time construction, etc.).

- j. Covered porch lighting on residences, provided that each external light fixture does not exceed 0.25 foot-candles at the property line.
- k. Security lights of any output that are controlled by a motion sensor switch provided they do not exceed 0.25 foot-candles at the property line and do not remain illuminated for a duration not to exceed ten (10) minutes after activation.

B. Submittals

- 1. Applications for all building permits other than single family and duplex residential, or site development permits, including the installation of outdoor lighting fixtures for new construction, will provide proof of compliance with this Ordinance. Submittals must contain the following as part of the site plan:
 - a. Plans indicating the location, type, and height of lighting fixtures including both building mounted and ground mounted fixtures and details illustrating the foot candle power measured throughout the site.
 - b. A description of the lighting fixtures, including lamps, poles, or other supports and shielding devices, which may be provided as catalogue illustrations from the manufacturer.
 - c. Photometric data, which may be furnished by the manufacturer, showing the angle of light emission.
 - d. Additional information as may be required by the Planning and Zoning Commission in order to determine compliance.

C. General Lighting Standards

- 1. The following standards will apply to all outdoor lighting installed after the effective date of this Ordinance:
 - a. Outdoor lighting will be designed to provide the minimum lighting necessary to ensure adequate safety, night vision, and comfort, and not create or cause excessive glare onto adjacent properties and public street rights of way.
 - b. Outdoor lighting must be hooded, shielded, and/or aimed downward. The hood or shield must mask the direct horizontal surface of the light source. The light must be aimed to ensure that the illumination is only pointing downward onto the ground surface.
 - c. Any bright light shining onto an adjacent property or streets that would result in a nuisance or safety hazard is not permitted. Light trespass beyond property boundaries or above the horizontal plane will be considered non-compliant. All outdoor lighting fixtures will be designed, located, and maintained to minimize light trespass and all direct illumination will be kept within the boundaries of the property upon which the light fixture is positioned.

- d. Existing fixtures may be adapted to comply with this section by adding a properly designed hood or shield, or by redirecting any upward mounted fixture downward onto the ground surface, sign, or illuminated structure.
- e. Accent lighting will be directed downward onto the structure or object and not toward the sky or adjacent properties. Direct light emissions will not be visible above the roofline or beyond the building edge.
- f. Spotlights on landscaping and foliage will be limited to one hundred fifty (150) rated lumens. The light will be shielded and shall not create a nuisance or safety hazard.

D. Specific Nonresidential Lighting Requirements

1. Maximum Allowable Intensity

The maximum allowable intensity of lighting for any nonresidential use will be 0.25 foot-candles measured at the property line adjacent to any residentially zoned area or at the street right-of-way line when the residentially zoned area is separated by a public street right-of-way.

2. Light Poles

Light poles will be placed on the site at a minimum setback equal to their height from all adjacent residential property. Light poles will have a maximum height equal to the maximum height allowed for the main building in each zoning district.

2.06.11. Resource Conservation and Efficiency Design Techniques

A. Alternative Energy Systems

- 1. A small solar energy system is allowed as an accessory use in all zoning districts in which structures are permitted.
- 2. Small solar energy system devices must be designed and located to avoid glare or reflection onto adjacent properties and adjacent roadways and shall not interfere with traffic or create a safety hazard, and must meet the following applicable requirements:
 - a. Ground-Mounted
 - i. Ground-mounted systems are considered structures and must meet applicable setbacks for the zoning district and shall be located in the rear yard.
 - ii. The solar panels and supporting framework cannot extend more than six (6) feet above the existing grade and shall not be visible from street view.

b. Roof-Mounted

- i. Roof-mounted systems shall be mounted as flush as possible to the roof but in any case, not more than twelve (12) inches above the existing roof surface.
- ii. Roof-mounted systems must also be in compliance with the maximum building height for the applicable zoning district.
- iii. Roof-mounted systems visible from the nearest edge of the street frontage Right-of-Way shall not have a highest finished pitch more than five (5) percent steeper than the roof pitch on which the system is mounted, and shall be no higher than sixteen (16) inches above the roof.

3. Coverage

Roof or building mounted solar energy systems, excluding building-integrated systems, shall not cover more than eighty (80) percent of the roof upon which the panels are mounted, and shall be set back from the roof edge by a minimum of one (1) foot. The surface area of pole or ground mount systems shall not exceed half the building footprint of the principal structure.

B. Rainwater and Graywater Harvesting

Refer to Ordinance No. 54 for regulations related to Rainwater and Graywater Harvesting.

C. Low-Impact Site Development

The following is a list of design element requirements and options for implementing Low Impact Design in residential and non-residential and mixed-use developments. This list is referenced throughout the Zoning Ordinance.

1. Developments seeking to qualify as Low Impact Design shall include all of the following Required Low Impact Design Elements:

a. Irrigation

All irrigation must comply with Ordinance No. 54, as amended.

b. Low-Flow

All fixtures must be WaterSense certified or certified by an equivalent successor program.

c. Topography

Cut-and-fill construction methods shall not exceed four (4) feet difference between existing grade, and existing drainage flow patterns must be maintained. Exceptions to this include a roadway right-of-way, construction of a building foundation, and utility construction or a wastewater drain field if the area is restored to natural grade.

d. Xeriscape:

- i. All landscaping shall be native-drought-tolerant. Less than ten (10) percent of lot shall be turf grass.
- ii. New residential and commercial properties and developments must use xeriscape landscaping on all areas of the yard that are not planted in turf and xeriscape landscaping requirements must be incorporated into subdivision covenants. Builders and developers shall offer xeriscape landscape plans consistent with this Ordinance.
- iii. Replacement landscape on existing residential and commercial properties must incorporate xeriscape landscaping consistent with this Ordinance.
- iv. For this section, lawn area does not include an area or areas of a property which have been allowed to remain in its native state.

2. Developments seeking to qualify as Low Impact Design shall include four (4) of the following Alternative Low Impact Design Elements in addition to the Required Low Impact Design Elements listed above:

a. Cool Roof

All roof surfaces are a “white” roof or “green” design, as follows:

i. White Roof

Entire roof painted with solar reflective white coating that reflects at least eighty (80) percent of sunlight to maintain the structure at a cooler temperature.

ii. Green Roof

Layer of vegetation on fifty (50) percent of the entire rooftop to reduce heating and cooling costs, improve water quality, and reduce runoff. Structural analysis of roof support is required.

b. Conservation

At least twenty-five (25) percent of the site is conserved in a natural state. Nature trails may be incorporated into this provided the trail surface is of decomposed granite or similar natural material.

c. Drainage

Disperse drainage and minimize the velocity of concentrated water flows through the use of check dams or landscaping and direct sheet flow to areas of vegetation.

d. Runoff and Erosion

Use at least two (2) permanent natural infiltration methods (multi-layered plantings, planter boxes, bioswales, bio-retention, ponds, tree box filters, and constructed wetlands) to treat and filter run-off.

e. Permeable

Use pervious surfaces that allow water to infiltrate in all on-site hardscape pedestrian areas.

f. Rainwater and Graywater

All structures are constructed with rainwater or graywater harvesting facilities for reuse with landscaping irrigation, toilets, and other approved uses for non-potable water. To qualify, harvesting facilities must be able to accommodate the equivalent to twenty (20) percent of the volume generated by a 1" storm based on the roof area.

g. Recycled

Use only recycled materials including asphalt for roadways, as approved by City Engineer.

h. Alternative Energy Systems

Install alternative energy systems designed to support fifty (50) percent of the building's energy demand.

i. Miscellaneous

The City may consider other low-impact site development controls on a case-by-case basis through the Specific Use Permit process.

2.06.12. Access Management

A. Intent of Access Management

1. Prohibit the indiscriminate location and spacing of driveways while maintaining reasonable vehicular access to and from the public street system.
2. Reduce conflicting turning movements and congestion and thereby reducing vehicular accidents.
3. Maintain and enhance a positive image for the attraction of new, high-quality developments in the City.

B. Applicability

1. A person commits an offense if the person constructs, reconstructs, relocates, or in any way alters the design or operation of any driveway without first obtaining a building permit issued by the Building Inspector.
2. A person commits an offense if the person constructs, reconstructs, relocates, or in any way alters the design or operation of any driveway along a roadway that is part of the Texas Department of Transportation system without first obtaining any necessary permits from the Texas Department of Transportation.

C. Common Access and Cross Access

1. To facilitate access management and internal circulation, Common Access and Cross Access Easements are required between and across adjacent lots used, zoned, or planned for nonresidential and mixed-use fronting on any street section unless the City Administrator or his/her designee authorizes an exemption due to site constraints.
2. Common Access and Cross Access Easement
 - a. The use of common driveways shall require the dedication of a joint-use public or private access easement on each affected property.
 - b. Properties which do not share a common driveway straddling a property line shall provide cross access easements to facilitate the flow of traffic between adjacent properties. Cross access shall begin at a driveway and extend side to side to adjacent properties.
 - c. The easement dedication shall be provided on the Final Plat when a public easement is used. Alternatively, a private access easement for access via neighboring property may be filed by separate instrument approved by the City Attorney with the County and a copy forwarded to the City. When a private access easement is used, it shall be filed prior to recordation of the Final Plat or prior to issuance of a Certificate of Occupancy, whichever comes first.
 - d. The plat or easement instrument shall state that the easement shall be maintained by the property owner or a property owner's association.

- e. The easement shall encompass the entire width of the planned driveway and drive isles.

D. Driveway and Access Spacing

The following standards shall be followed in the design and construction of driveways. The values in the following tables represent minimum standards to be applied in designing and locating driveways and are in addition to Texas Department of Transportation standards when driveways are located on roadways that are part of the Texas Department of Transportation system.

1. Driveway Dimensions and Spacing

The following table indicates the minimum dimensional values required for driveways. In the event of a discrepancy between the written language of a section and the following table, the table will control.

Table 7

Dimensions for Driveways at Roadways

Criteria	Street Classification	Nonresidential and Multi-Family Driveway	Service Driveway
Driveway Throat Width	Arterial Streets	24-40'	30-48'
	Collector Streets	24-40'	30-48'
	Local Streets	24-36'	28-40'
Driveway Curb Radius	Arterial Streets	20-30'	25-30'
	Collector Streets	10-20'	10-20'
	Local Streets	10-20'	10-20'
Minimum Distance to Intersection Along Roadway	Arterial Streets	400'	400'
	Collector Streets	150'	150'
	Local Streets	50'	100'
Minimum Centerline Driveway Spacing Along Roadway	Arterial Streets	250'	250'
	Collector Streets	150'	150'
	Local Streets	100'	100'

Notes:

- 1 The requirements for Driveway Throat Width and Driveway Curb Radius are for standard undivided two-way operation and may be varied by the City Engineer if traffic volumes, truck usage, common driveways, and other factors warrant such.
- 2 Minimum centerline spacing does not implicitly determine the number of driveways allowed. Driveways served by deceleration lanes may be spaced at closer intervals if approved by the City Engineer.
- 3 Distance measured from the intersection Right-of-Way line to the centerline of the proposed driveway.

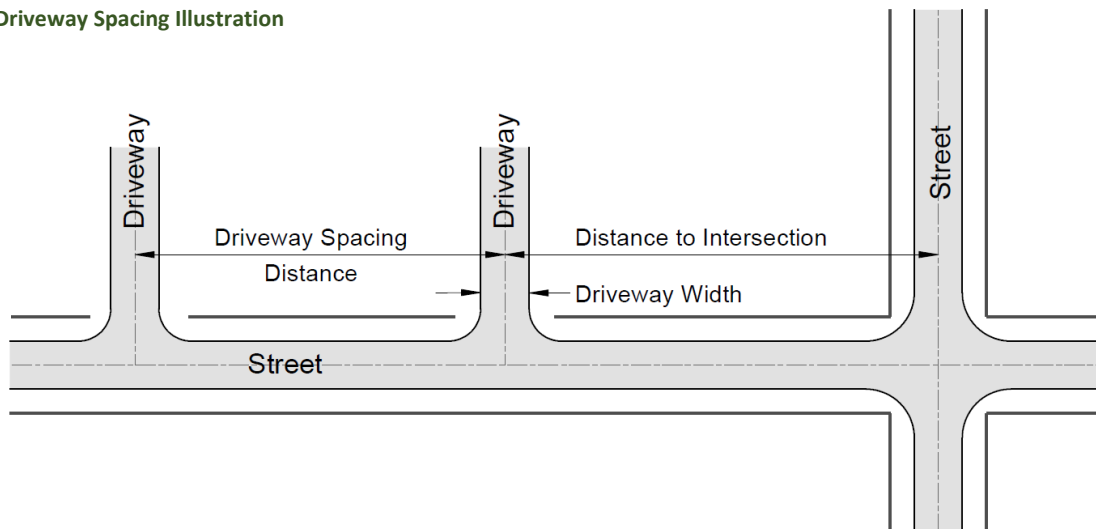
2. Deceleration Lanes for Driveways on Arterial Streets Required

Subject to Texas Department of Transportation approval when located on such roadways:

- a. When the turning volume for a driveway exceeds sixty (60) vehicles per hour during the peak hour, a deceleration lane shall be provided on Arterial Streets with a posted speed of forty (40) mph to forty-five (45) mph.
- b. When the turning volume for a driveway exceeds fifty (50) vehicles per hour during the peak hour, a deceleration lane shall be provided on Arterial Streets with a posted speed greater than forty-five (45) mph.

Figure 4

Driveway Spacing Illustration



E. Required Internal Storage (Minimum Throat Length/Driveway Stacking)

1. Minimum Throat Length

The driveway for any nonresidential or mixed-use property that connects to an Arterial Street, Collector Street, or Local Street shall extend onto private property a minimum distance of fifteen (15) feet, but not less than the required front landscape edge width, from the right-of-way line before intersecting any internal circulation drive.

2. Driveway Stacking

Driveway stacking shall be provided on mixed-use or nonresidential properties that provide ingress/egress to parking areas of twenty (20) or greater spaces for corresponding driveways in accordance with the following table. In the event of a discrepancy between the written language of a section and the following table, the table will control.

Table 8

Required Driveway Stacking

Average Number of Parking Spaces per Driveway*	Total Number of Parking Spaces**	Minimum Stacking Length
20-49	20-49	Landscape edge width +20'
	50-199	50'
	200+	75'
50-199	50-199	75'
	200+	100'
200+	200+	100'
Notes:		
1	The average number of parking spaces per driveway is calculated by dividing the total number of parking spaces by the number of commercial and multi-family driveways. (Service driveways are not included in the calculation.)	
2	The total number of parking spaces is the sum of all spaces accessible by a driveway or driveways both on-site and off-site. The internal storage shall be separated from parking areas by a five-foot (5') wide, raised curb island or median. Planting requirements for the island or median shall be one (1) Small Tree and one (1) five-gallon (5 Gal.) shrub for every fifteen (15) linear feet. Appropriate signage (e.g. stop, yield, etc.) shall be placed for any vehicular cross movement or internal circulation that intersects the ingress/egress circulation beyond the required internal storage.	

F. Adequate Sight Distance

1. Driveways shall be prohibited where adequate sight distance is not available for the established speed limit.
2. Sight distances shall be calculated in accordance with the latest edition of the American Association of State Highway and Transportation Officials (AASHTO) "A Policy on Geometric Design of Highways and Streets."
3. If a field inspection indicates that driveway sight distance may be insufficient, the Applicant will be required to submit vertical and horizontal information prepared by a registered professional engineer to the City Engineer that verifies adequate sight distance is available for the proposed driveway location.

G. Sight Visibility

See Subsection 3.01. Sight Visibility.

2.06.13. Nuisances

The following regulations serve to supplement regulations in Ordinance 162 and in the event of a conflict between Ordinance 162 and the provisions detailed below, the more stringent requirement shall prevail.

Proposed land uses shall be compatible in intensity, appearance, and operation with surrounding land uses in the area, and it shall not unduly impair the usefulness, enjoyment, or value of adjacent property due to the generation of excessive noise, dust, smoke, glare, spillover lighting, or other forms of environmental or visual pollution.

2.06.14. Development in the Aquifer Protection Overlay (APO) District

A. Applicability

Unless otherwise stated in this section, the following regulations apply to all properties within the Aquifer Protection Overlay (APO) District. The APO District is an overlay district, and the following regulations are in addition to the underlying base district regulations. In the event of a conflict, the more restrictive regulations shall apply.

B. Activities Prohibited

No use or activity is permitted that presents a danger of bacteriologic, chemical, or radiologic pollution of the ground water aquifer. Specific prohibitions include: cemeteries; liquid transmission pipelines; petroleum and chemical processing, production, mixing, transmission or transfer facilities; petroleum or chemical storage tanks and vats; wood treatment facilities; sewage treatment plants, wet wells, pumping stations or drainage ditch for industrial waste discharges or wastes from sewage treatment systems, sewage sludge disposal or effluent irrigation areas; livestock and animal pens, feedlots, or abandoned and improperly sealed wells.

2.06.15. Development in the Natural Features Overlay (NFO) District

A. Applicability

Unless otherwise stated in this section, the following regulations apply to all properties within the Natural Features Overlay (NFO) District. The intent of this district is to preserve existing trees and landscaping to those areas that serve as gateways to the City. The following regulations are in addition to the underlying base district regulations. In the event of a conflict, the more restrictive regulations shall apply.

B. Buildings and Site Development

1. Street Frontage Buffer

In addition to the requirements of 2.06.01. Landscaping, a street frontage buffer forty (40) feet in width shall be provided along the Right-of-Way of each designated corridor. This street frontage buffer shall increase to sixty (60) feet to each side where a public or private street intersects the designated corridor.

- a. Parking areas are prohibited within this buffer.
- b. Eighty percent (80%) of Protected Trees or Heritage Trees shall be preserved in the street frontage buffer.
- c. Driveways shall incorporate a divided median at least twenty (20) feet in width for the entire depth of the street frontage buffer.
- d. The street frontage buffer shall be left in its natural state, except that it shall be augmented with additional trees and landscaping for each one hundred fifty (15) linear feet (or fraction thereof) of the street frontage buffer to achieve the following through combination of existing vegetation and new plantings:
 - i. A minimum of six (6) Shade Trees, of which at least four (4) shall be evergreen trees and no single tree species shall constitute more than one-third (1/3) of all required trees.
 - ii. A minimum of four (4) Ornamental Trees.
 - iii. A minimum of thirty (30) Shrubs.
 - iv. Certification of the street frontage buffer as a Texas Parks and Wildlife Department Texas Wildscape shall serve in lieu of ii. and iii. and shall reduce the number of required Shade Trees by fifty (50) percent.

2. Alternative Street Frontage Buffer Compliance

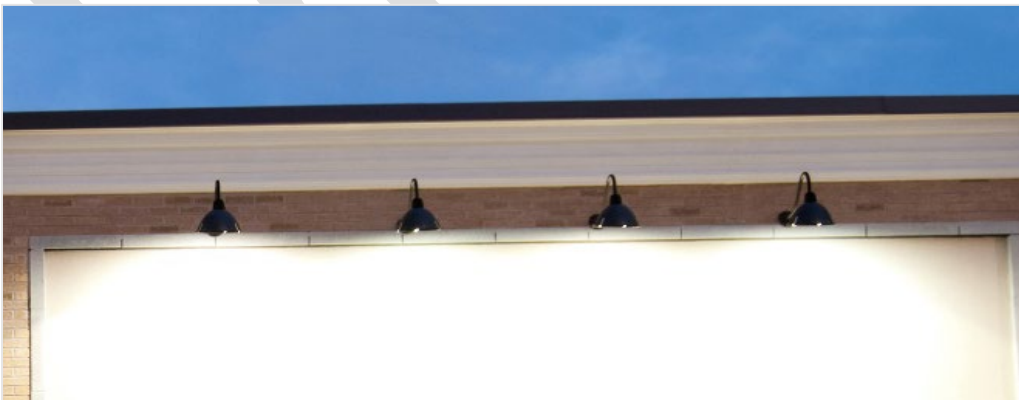
- a. Where conformance with the Street Frontage Buffer requirements above is not feasible or where doing so would be detrimental to the feel and function of the NFO district or compromise its purpose and intent, the applicant may request alternative compliance.
- b. The request for alternative compliance shall be accompanied by exhibits illustrating what strict compliance would look like on the site as well as what alternative is being proposed.
- c. A request for alternative compliance may be approved by City Council with a recommendation from the Planning and Zoning Commission and City Administrator or his/her designee.
- d. In acting on a request for alternative compliance, the following criteria should be considered:
 - i. The proposed alternative does not reduce a standard unless it is, to the greatest extent practical, equally mitigated or improved by increasing standards or other requirements;

- ii. The proposed alternative preserves and enhances quality existing landscaping to the greatest reasonable extent;
- iii. The proposed alternative is in agreement with, and shall promote, the recommendations and policies within the City's Comprehensive Plan;
- iv. The proposed alternative enhances the site, and therefore, the overall built environment of the City; and
- v. The proposed alternative meets the spirit and intent of the NFO overlay district.

3. Streetscape

- a. In addition to all other City Ordinances pertaining to signs, all lighted signs must use reverse channel lettering (i.e., backlighting) or fully shielded downward-facing lamps (i.e., gooseneck lighting).

Reverse Channel Lettering (Top) and Downward-Facing Lamps (Bottom)



C. Site Design Elements

All buildings or sites must incorporate at least four (4) of the following design elements:

1. Stained wood building accents (e.g., columns, shutters, trim).
2. No parking located in front of the building face.
3. Covered porch at least ten (10) feet deep and at least fifty (50) percent of the building face width (porch may extend into the required buffer above and must have a roof material consistent with remainder of structure).
4. Bicycle parking within fifty (50) feet of the main entrance, with dedicated spaces accessible without moving another bicycle to accommodate at least:
 - a. Five (5) bicycles for buildings less than seven thousand (7,000) square feet.
 - b. Ten (10) bicycles for buildings between seven thousand (7,000) and thirty thousand (30,000) square feet.
 - c. Twenty (20) bicycles for buildings larger than thirty thousand (30,000) square feet.
5. All hardscape in front of the building face constructed entirely of an enhanced design, such as stained concrete, pavers, or stone.
6. Pedestrian open space such as a park, square, piazza, green, or plaza. Pedestrian open space shall be programmed appropriately with seating and landscaping as to activate the space for pedestrian oriented activity.
7. Provide public art equivalent to one percent (1%) or more of the overall project cost. Examples of public art include but are not limited to sculpture, mosaics, earthworks, and wall murals. Public art must be outside and visually and physically accessible to the public. Public art shall not contain advertisements for businesses or products.
8. Achieve the requirements of 2.06.11. C Low-Impact Site Development.

Subsection 2.07. Zoning Procedures

2.07.01. Applicability, Completeness, and Expiration

A. Applicability

The following procedures shall apply to any zoning related plan or application that is required by the City and is submitted in accordance with this Ordinance.

B. Determination of Completeness for Zoning-Related Applications

A determination of completeness of an application shall be conducted in accordance with the following procedures:

1. Acceptance Standard

The application shall only be accepted by the Zoning Administrator for processing when it is accompanied by all documents required by, and prepared in accordance with, the requirements of this Ordinance.

2. Acceptance Procedures

- a. A determination of completeness shall be made by the Zoning Administrator not later than twenty (20) business days after date of receipt.
- b. If the submitted application is incomplete, the Applicant shall be notified in writing.
 - i. Such notice shall be served by depositing it in the U.S. Postal Service, or by electronic mail transmission.
 - ii. The notification shall specify the documents or other information needed to complete the application and shall state the date the application will expire if the documents or other information are not provided to the City.
- c. If the application is determined to be complete, the application shall be processed as prescribed by this Ordinance.

3. Acceptance shall not Constitute Compliance

A determination of completeness shall not constitute a determination of compliance with the substantive requirements of this section.

4. Acceptance shall not Guarantee Approval

It is not guaranteed that an accepted, administratively complete application will be approved.

C. Re-Submittal after Notification of Incompleteness

1. If the application is re-submitted after a notification of incompleteness within the time allotted below, the application shall be processed upon receipt of the re-submittal. No additional fees are required for a resubmitted application.
2. To the extent that the information or documents submitted are not sufficient to enable the Zoning Administrator to apply the criteria for approval, the application may be denied on such grounds.

D. Expiration of a Zoning-Related Application due to Incompleteness

No vested rights accrue solely from the filing of an application that has expired pursuant to this section, or from the filing of a complete application that is subsequently denied.

E. Denial of Zoning Applications

1. A typographical error shall not constitute an incomplete application.
2. The Applicant may be notified of such denial or revocation for an incomplete application in writing. If additional information is not submitted within forty-five (45) days of the date of notice, the application will be considered closed.

F. Submission of Previously Decided Zoning-Related Application

After the denial on a specific application by the City Council, the same application shall not be submitted again until after six (6) months from the final action.

2.07.02. Zoning Upon Annexation

A. General

1. Procedural Steps

- a. Proceedings to establish zoning may be undertaken concurrently with annexation procedures (i.e., notified at the same time, public hearings scheduled at the same time as annexation, etc.).
- b. However, zoning approval and formal adoption of the Ordinance establishing zoning must occur after annexation approval of the Annexation Ordinance have occurred, and as a separate and distinct action by the City Council.

2. Cases Where No Initial Zoning Action Occurs Concurrently with Annexation

For any period of time following official annexation by the City until an initial zoning action has been officially adopted to zone the land, all zoning and development regulations of the AG District shall be adhered to with respect to the development and use of the land.

B. Necessary Studies for Initial Zoning

1. The City shall perform necessary studies to officially adopt a zoning district for the newly annexed land within one (1) year from the effective date of the Annexation Ordinance.
2. This zoning shall be deemed the initial zoning of the newly annexed property.

C. Initial Zoning of Newly Annexed Land

1. Within this one (1) year period, the City Council shall instruct the Planning and Zoning Commission and the Zoning Administrator to study and make recommendations concerning the use of land within said annexation to protect the general welfare and to be in accordance with the Comprehensive Plan.
2. Upon receipt of such recommendations, the City Council shall, after public hearings as required by law, establish the initial district classification of said annexed property; provided however, that this shall not be construed as preventing the City Council from holding public hearings prior to annexation and establishing the district classification at the time of said annexation.

D. Zoning Notice

The initial zoning of a land parcel, whether by initiation of the landowner or by initiation of the City, must meet the requirements for notification and public hearings as set forth in 2.07.04. Public Hearings and Notification Requirements and all other applicable State laws.

E. Within an Annexed Area Where No Initial Zoning has Occurred

1. No permit for the construction of a building or use of land shall be issued by the Building Inspector other than a permit which will allow the construction of a building or use permitted in the AG District until the Initial Zoning of Newly Annexed Land has been approved by the City Council, except as provided in 2 below.
2. If plans and preparations for developing a property for a use other than those specified in the AG District were already in progress prior to annexation of the property into the City, then the City Council may authorize construction of the project by a majority vote.

- a. Application of this subsection is contingent upon the Applicant's ability to demonstrate that plans and other preparations for developing the property commenced prior to (i.e., were already in progress at the time of) annexation into the City.
3. In its deliberations concerning authorization to proceed with construction of a project which meets the above criteria, the City Council shall take into consideration the appropriate land use for the area as shown on the City's Master Land Use Plan (Comprehensive Plan). Upon approval by the City Council, the Zoning Administrator shall notify the Building Inspector of such approval.

2.07.03. Zoning Text and Map Amendments

A. Process Requirements

1. Zoning Amendments Require City Council Approval

The City Council may, from time to time, amend, supplement or change by ordinance, the boundaries of the districts (i.e., Official Zoning District Map Amendment/Rezoning) or the regulations herein established (i.e., Zoning Text Amendment) as provided by the Statutes of the State of Texas.

2. Planning and Zoning Commission Recommendation Required for all Amendments

Before taking action on any proposed amendment, the City Council shall submit the same to the Planning and Zoning Commission for its recommendation and report.

3. Petitions Submitted to the City Council

- a. Any person or corporation having a proprietary interest in any property may petition the City Council for a change or amendment to the zoning provisions of this Ordinance.
- b. The Planning and Zoning Commission may, on its own motion or on request from the City Council, study and propose zoning changes and amendments for the City Council's consideration.

B. Two Types of Zoning Amendments

1. Official Zoning District Map Amendment (Rezoning)

An Official Zoning District Map Amendment (Rezoning) is a change or modification to the boundaries of any zoning district within the Official Zoning District Map.

2. Zoning Text Amendment

A Zoning Text Amendment is the change of the text within this Ordinance revising classification or properties but does not include minor revisions correcting punctuation, formatting, or similar non-substantive changes.

C. Planning and Zoning Commission Recommendation Requires Public Hearing

1. The Planning and Zoning Commission shall hold a public hearing on any application for any amendment or change prior to making its recommendation and report to the City Council.
2. In the case of an Official Zoning District Map Amendment (Rezoning):
 - a. Written notice of all public hearings before the Planning and Zoning Commission on a proposed amendment or change shall be sent to all owners of real property within two hundred (200) feet of the property on which the change is requested. Such notice shall be given not less than ten (10) calendar days before the date set for hearing by posting such notice, properly addressed and postage paid, to each taxpayer as the ownership appears on the last approved City tax roll or County tax roll for the area affected.
 - b. Consistency between an Official Zoning District Map Amendment (Rezoning) and the Comprehensive Plan shall be required.

D. City Council Decision and Public Hearing Required

1. A public hearing shall be held by the City Council before adopting any proposed amendment.
2. Notice of the time and place of the hearing must be published in a newspaper of general circulation in the City before the fifteenth (15th) calendar day prior to the date of the hearing.

E. Three-Fourths City Council Vote Required for Protested Amendments

1. If a protest against a proposed amendment consistent with 2 below has been filed with the City Secretary at least twenty-four (24) hours including a regular City business day before the date of the public hearings, then amendments shall not become effective except by a three-fourths (3/4) vote of the City Council.
2. Two Types of Eligible Protesters:
 - a. Interior Protesters

The property owners, duly signed and acknowledged, of twenty (20) percent or more of the lots or land area included within a proposed amendment boundary.

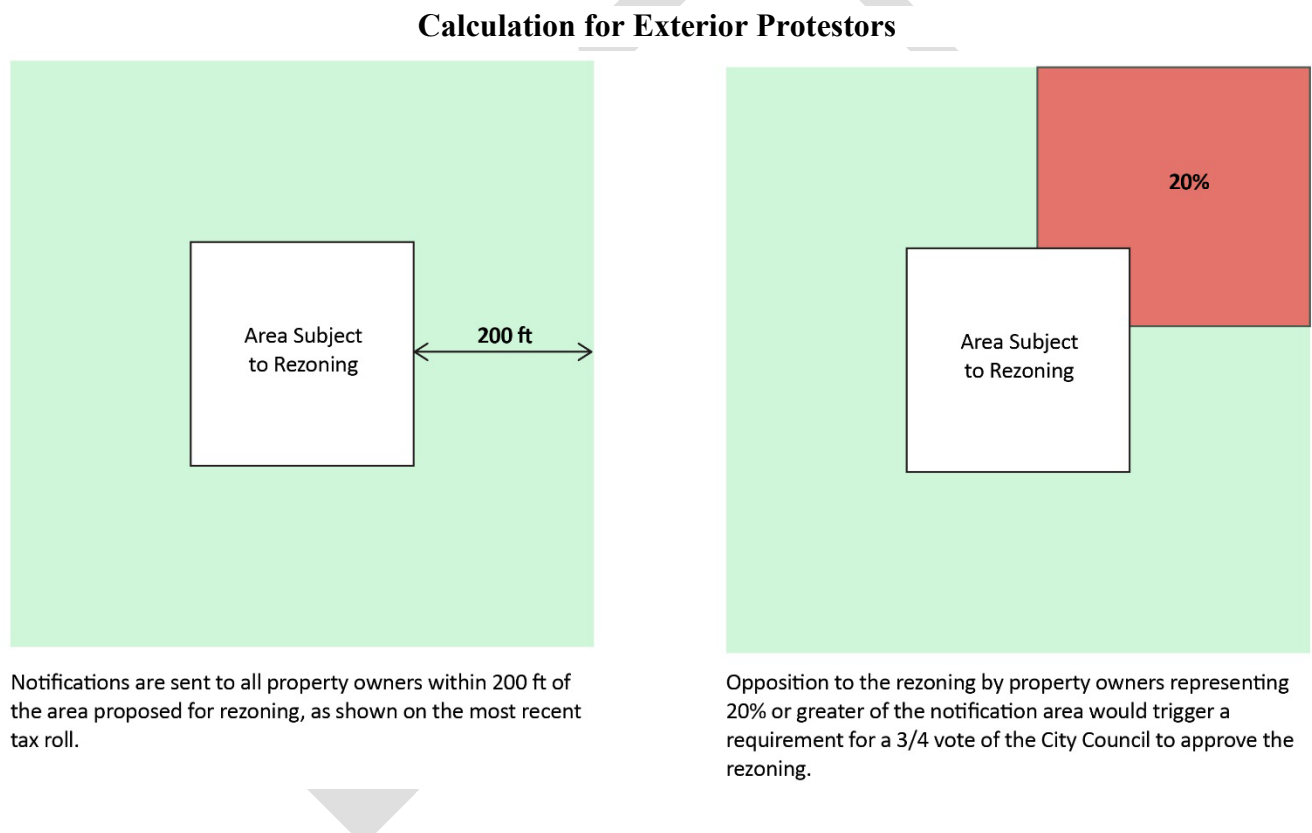
b. Exterior Protesters

The property owners, duly signed and acknowledged, of twenty (20) percent or more of the lots or land area within a two hundred (200) foot radius of the exterior boundary of the area included in a proposed amendment.

3. Calculation Example

Assume that the two hundred-foot (200') buffer surrounding the area subject to rezoning includes ten (10) acres. If an individual owns two (2) acres within the buffer, his/her protest would constitute twenty (20) percent.

Figure 5



F. Three-Fourths City Council Vote Required for Planning and Zoning Commission Denial

If the Planning and Zoning Commission has recommended denial of an application for amendment, a three-fourths (3/4) vote of the City Council is required to approve the application.

2.07.04. Public Hearings and Notification Requirements

A. Public Hearings

Public hearings shall be conducted for each review body per plan or application type according to the following table. In the event of a discrepancy between the written language of a section and the following tables, the tables will control.

Table 9

Review Bodies and Associated Public Hearings

Application Type	City Council	Planning and Zoning Commission	Board of Adjustment
Official Zoning District Map Amendment (Rezoning)	Hearing	Hearing	
Zoning Text Amendment	Hearing	Hearing	
Specific Use Permit	Hearing	Hearing	
Zoning Regulation Appeal			Hearing
Zoning Variance			Hearing
Zoning Special Exception			Hearing

B. Public Notices

Public notices shall be required according to the following table.

Table 10

Required Public Notice

Application Type	Published Notice	Written Notice	Posted Notice
Official Zoning District Map Amendment (Rezoning)	Required	Required	Required
Zoning Text Amendment	Required		Required
Specific Use Permit	Required	Required	Required
Zoning Regulation Appeal			Required (ZBA)
Zoning Variance		Required (ZBA)	Required (ZBA)
Zoning Special Exception		Required (ZBA)	Required (ZBA)

C. Types of Notice

1. Published Notice and Written Notice of Public Hearing for Zoning Changes Involving Real Property

a. Published Notice

Notice of the public hearing to occur before the City Council shall be accomplished by publishing the purpose, date, time, and place of the public hearing in a newspaper of general circulation in the City before the fifteenth (15th) calendar day prior to the date of the hearing.

b. Written Notice for Protest (also referred to as “Mailed Notice”)

- i. Before the tenth (10th) calendar day, written notice of the public hearing before the Planning and Zoning Commission on a proposed change in a zoning classification shall be sent to each owner, as indicated by the most recently approved municipal tax roll, of real property within two hundred (200) feet of the property on which the change in classification is proposed.
- ii. Said written notice shall be served by depositing the notice, postage paid, in the regular United States mail.
- iii. If written notice as required is not sent before the tenth (10th) calendar day prior to the date of the hearing, then the hearing must be delayed until this notice requirement is met.
- iv. Such notice shall include all of the following:
 - (a) Legal description of the property and the street address or approximate location within the City.
 - (b) Present zoning classification of the property and the zoning sought by the Applicant. If not a rezoning, then the nature or intent of the application shall be described.
 - (c) The date, time, and place of the hearing.
 - (d) The website that contains the Official Zoning District Map and information regarding the rezoning, if available.
 - (e) The phone number where questions may be answered.
 - (f) Other information as may be necessary to provide adequate and timely public notice.

b. Posted Notice.

The City will be responsible for posting notice along rights-of-way frontage of the subject property in a format approved by the City Administrator (or designee) not less than fifteen (15) days prior to the scheduled public hearing.

2. Published Notice of Public Hearing for Zoning Changes Involving Regulation Text

- a. For requests involving proposed changes to the text of the zoning regulations, notice of the City Council public hearing shall be accomplished by publishing the purpose, date, time, and place of the public hearing in a newspaper of general circulation in the City before the fifteenth (15th) calendar day prior to the date of the public hearing.
- b. Changes in the zoning text that do not change zoning district boundaries or classifications (i.e., that do not involve specific real property) do not require written notification to individual property owners.

3. Published Notice and Written Notice of an Appeal of a City Administrative or Interpretative Decision to the Board of Adjustment

- a. For an Appeal of a City Administrative or Interpretative Decision, the Board of Adjustment shall fix a reasonable time for the hearing of an appeal.
- b. The mailed notice shall be given before the tenth (10th) calendar day prior to the date for the hearing.
- c. The published notice shall be given before the fifteenth (15th) calendar day prior to the date for the hearing.
- d. At the hearing, any party may appear in person or by Attorney or by agent.

4. Additional Rules and Procedures Established

- a. The City Council may, at its option, establish additional rules and procedures for public notification of proposed zoning changes and development proposals (e.g., required plans, plats, etc.).
- b. The City Council may direct notice of an Official Zoning District Map Amendment (Rezoning) beyond two hundred (200) feet. Failing to adhere to such notice does not constitute a procedural violation and does not alter the protest area.
- c. Knowledge of and adherence to such rules and procedures, if so established by the City, shall be the responsibility of the Applicant and shall be required as part of a zoning change or development application.

2.07.05. Creation of a Building Site, Tract, or Lot

No permit for the construction of any building, fence, wall, or sign upon any tract or plot shall be issued until the lot or tract is part of a plat of record, approved by the City and filed in the Plat Records of Comal County, Texas, and compliant with all development regulations.

2.07.06. Certificate of Occupancy

A. Use

No building hereafter erected or structurally altered, shall be used, occupied, or changed in use until a Certificate of Occupancy has been issued by the Building Inspector, stating that the building or proposed use of the building or premises complies with the building code, electrical code, plumbing code, and the provisions of these and all other development regulations.

B. Change in Use

A change in use shall be construed to mean any change in the primary occupancy or type of business.

2.07.07. Specific Use Permit (SUP) Regulations and Procedures

A. General

The uses listed under the various districts within the Use Chart as “S” or Specific Use Permit (SUP) are so classified because they may have adverse effects or more intensely dominate the area in which they are located than do other uses permitted in the district.

B. Specific Use Permit (SUP) Application Process

1. Procedures for Processing a SUP

- a. The Zoning Administrator shall initiate review of the SUP.
- b. The Planning and Zoning Commission shall review and recommend approval, approval with conditions, or denial of the SUP to the City Council.
- c. After receiving recommendation from the Planning and Zoning Commission, City Council shall approve, approve with conditions, or deny the SUP. Although the approval of the SUP does not change the zoning classification.
- d. Both the Planning and Zoning Commission and City Council shall provide the required public hearing and notice in accordance with this Ordinance.

C. Specific Use Permit (SUP) Regulations

1. In considering a SUP for the premises, the City Council shall determine that such uses are harmonious and adaptable to building structures and uses of abutting property and other property in the vicinity of the premises under consideration, and shall consider the following factors:
 - a. Safety of the motoring public and of pedestrians using the facility and the area immediately surrounding the site.
 - b. Adequate means of ingress and egress to public streets or approved access easements and appropriate paving widths of streets, alleys, and sidewalks to accommodate traffic generated by the proposed use.
 - c. Provisions for drainage.
 - d. Adequate off-street parking and loading.
 - e. Safety from fire hazard and measures for fire control.
 - f. Protection against negative effects of noise, glare, and lighting on the character of the neighborhood, protective screening, and open space.
 - g. Heights of structures.
 - h. Adverse effects of the concentration of the use.
 - i. Compatibility of buildings and such other measures as will secure and protect the public health, safety, and general welfare.
2. In granting a SUP, the City Council may impose conditions which shall be complied with by the owner or grantee before a Certificate of Occupancy may be issued by the Building Inspector for use of the building on such property pursuant to such SUP, and such conditions are precedent to granting of the Certificate of Occupancy.

D. Acceptance and Agreed Compliance by the Applicant, Owner, and Grantee

No SUP shall be granted unless the Applicant of the SUP shall be willing to accept and agree to be bound by and comply with the Ordinance adopting the SUP, as well as the attached Site Plan drawings approved by the City Council and shall comply with the minimum requirements provided in the zoning district in which the property is located.

E. Specific Use Permit Expiration and Extension

1. SUP Expiration
 - a. A SUP shall automatically expire upon change in ownership.
 - b. A SUP shall automatically expire if a building permit is not issued and construction begun within six (6) months of the granting of the SUP.

2. SUP Extension

The City Council may authorize an extension beyond the six (6) months upon recommendation by the Planning and Zoning Commission.

F. Amendments Required for Changes

No building, premise, or land used under a SUP may be enlarged, modified, structurally altered, or otherwise significantly changed, unless an amendment to the approved SUP is granted for such enlargement, modifications, structural alteration, or change.

G. Prohibition of Board of Adjustment Action

The Board of Adjustment shall not have jurisdiction to hear, review, reverse, or modify any decision, determination, or ruling with respect to the granting, extension, revocation, modification, or any other action taken relating to such SUP.

H. Three-Fourths City Council Vote Required for Planning and Zoning Commission Denial

If the Planning and Zoning Commission has recommended denial of a Site Plan for a Specific Use Permit, a three-fourths (3/4) vote of City Council is required to approve the application.

2.07.08. Planned Use Development (PUD) Regulations and Procedures

A. General Development Standards

1. Steps for Approval

The review process for a Planned Use Development (PUD) application may include the following steps:

- Pre-application conference
- Concept Plan
- Site Development Plan
- Rezoning Application
- Construction Timeline of Project
- Completeness of Application and Official Filing Date

All applications will be submitted to the City Administrator or the Designated Official for preliminary review and for administrative completeness. Within thirty (30) days, the notice of the required steps in the review process will be provided to the Applicant.

B. Application Requirements: Specific Items Required.

No application for a PUD shall be accepted by the City until the following items have been submitted to the City by the applicant.

1. A completed City application form, including all requirements as stated on the application form.
2. If the applicant is not the owner of record (by the appraisal district), a statement from the property owner giving authorization to the applicant to file the request for rezoning shall be required as part of the rezoning application.
3. A legal description of the property under consideration, which also shows that such property includes the minimum acreage required for a PUD.
4. A Concept Plan.
5. A description of any development standards or requirements that are different from those in the base zoning district.
6. A description of how the proposed PUD fulfills the ideals, goals, objectives, and/or concepts of the City's adopted Comprehensive Plan or any other formally adopted City planning document.
7. A description that lists and fully explains the specific modifications of the provisions of the base zoning district which are desired, as well as the purposes of the modifications (i.e., why they are necessary).
8. A development schedule outlining a timetable for completion of the entire project.
9. A copy of all agreements, provisions, or covenants which govern the use, maintenance, and continued protection of the PUD and any of its common areas, if applicable.
10. The required application fee.

C. Concept Plan

1. No PUD district may be established without approval of a Concept Plan.

The Concept Plan shall be a fully dimensioned map(s) of the land within the proposed PUD and shall be incorporated as a component part of the PUD district regulations and shall be construed in conjunction with the authorized uses and development standards set forth in such regulations.

2. Consistency Required

All development applications within the PUD district shall be consistent with the incorporated Concept Plan. Failure of a subsequent development application to conform to the approved Concept Plan for the PUD district shall result in denial of the application unless the PUD district regulations are first amended through incorporation of a Concept Plan with which the development application is consistent. The degree of conformity required between the Concept Plan and subsequent development applications shall be set forth in the adopting ordinance.

3. A site plan prepared in accordance with this Ordinance may be submitted in lieu of a concept plan and shall qualify as a concept plan.
4. The Designated Official may waive concept plan requirements in cases where the nature of the PUD is such that a concept plan is not appropriate.

D. Subsequent Development Applications

1. Development Applications Authorized

The development standards for a PUD district shall be applied to the authorized uses through a plat, Site Development Plan, general Site Plan, or other development applications as set forth in the adopting ordinance.

2. Minor Deviations from Approved Concept Plan

In determining whether development applications are consistent with the Concept Plan, minor deviations from the Concept Plan may be approved by the Planning Administrator. Unless otherwise specified in the adopting ordinance, minor deviations are limited to the following:

- a. Corrections in spelling, distances, and other labeling that does not affect the overall development concept.
- b. Change in building layout, when shown, that is less than a ten percent (10%) increase in size.
- c. Changes in the proposed property lines internal to the PUD as long as the originally approved district boundaries are not altered.
- d. Changes in parking layouts as long as the number of required spaces and general original design is maintained.

3. Major Deviations from Approved Concept Plan

All major deviations from the Concept Plan shall be submitted to the Planning and Zoning Commission and City Council for approval as an amendment to the PUD district.

E. Approval Criteria for a Planned Use Development (PUD)

1. Factors

The following criteria will be used by the City in deciding whether to approve, approve with modifications, or deny a petition for a PUD district:

- a. The extent to which the land covered by the proposed PUD district fits one or more of the special circumstances warranting a PUD district classification.
- b. The extent to which the proposed PUD district furthers the policies of the City's adopted Comprehensive Plan (as amended) and other formally adopted City planning documents.
- c. The extent to which the proposed PUD district will result in a superior development than could be achieved through conventional zoning classifications.
- d. The extent to which the proposed PUD district will resolve or mitigate any compatibility issues with surrounding development.
- e. The extent to which proposed uses and the configuration of uses depicted in the Concept Plan are compatible with existing and planned adjoining uses.
- f. The extent to which the proposed development is consistent with adopted public facilities plans, including those related to water, wastewater, transportation, drainage, and other public facilities.
- g. The extent to which the proposed open space and recreational amenities within the development provide a superior living environment and enhanced recreational opportunities for residents of the district and for the public generally.

2. Conditions

The City Council may impose such conditions to the PUD district regulations and Concept Plan as are necessary to assure that the purpose of the PUD district is implemented.

F. Adopting Ordinance

1. Items Specific to the Ordinance

The ordinance establishing a PUD district shall incorporate the approved Concept Plan as part of the district regulations and shall set forth the following:

- a. The base zoning district(s) to be overlaid, together with the boundaries of the district(s).
- b. A statement as to the purpose and intent of the PUD district established therein.
- c. The permitted, conditional, and accessory uses authorized in the district, the location of such uses, the residential densities or other measurements of development intensity associated with base districts or phases of the development in conformance with the approved Concept Plan.
- d. The general standards applicable to development within the district, with or without reference to the base district, including:
 - i. Density.
 - ii. Lot area, width, and depth.
 - iii. Yard depths and widths.
 - iv. Building height and elevations.
 - v. Coverage.
 - vi. Floor area ratio.
 - vii. Parking.
 - viii. Access.
 - ix. Accessory buildings.
 - x. Signs.
 - xi. Lighting and noise.
 - xii. Usable open space.
 - xiii. Adjacency.
 - xiv. Hours of operation.
 - xv. Project phasing or scheduling.
 - xvi. Management associations.
 - xvii. Sidewalks and bicycle facilities.
 - xviii. Such other requirements as the City Council may deem necessary in order to implement the Comprehensive Plan, and the purposes of the PUD District.

- e. Provisions stating that all zoning standards not expressly set forth for the district in the adopting ordinance shall be as provided in the base zoning district(s), and that any standard in this LDC that has not been expressly varied in the adopting ordinance shall be applicable to subsequent development permits for land within the PUD district.
- f. Design standards applicable to the development.
- g. A specific list of deviations from standards in the base zoning district(s), together with any standards in the ordinance which are to be varied for development within the PUD district.
- h. Required dedications of land or public improvements.
- i. A phasing schedule for the project, where applicable, setting forth the dates for submittal of site development plans and the timing of performance by the developer for dedications of land or public improvements and satisfaction of any conditions in relation to the phasing of development, where applicable.
- j. Identification of the levels of the deviation allowed between the Concept Plan and subsequent development applications that may be approved by the Planning Director.
- k. Specification of whether a Site Development Plan(s) is required to implement the district regulations.
- l. Such additional conditions as are established by the Council to assure that the PUD District and Concept Plan are consistent with the stated purposes of the district.

G. Documentation of Planned Use Development (PUD)

1. Planned Use Development Approved After Ordinance Adoption

All PUD zoning districts approved after adoption of this ordinance, as may be amended, shall be prefixed by a “PUD” designation, and assigned a unique identification number (e.g., PUD-1, PUD-2, PUD-3, and so on), and shall also be shown on the Zoning Map.

H. Reapplication Following Denial

1. Reapplication Time Period

Following denial of a zoning change request, another zoning change request for a PUD District may not be resubmitted within six (6) months of the date upon which the previous application was denied.

I. Notice Requirements

1. Published Notice

Whenever published notice of a public hearing before a Board, Commission, Committee, or the City Council is required, the Designated Official shall cause notice to be published in the City's official newspaper or a newspaper of general circulation in the City before the fifteenth (15th) day before the date set for the required hearing. Said notice shall set forth the date, time, place, and purpose of the hearing as required under LGC section 211.006(a).

2. Written Notice

Whenever written notice of a public hearing before a Board, Commission, Committee, or the City Council is required, the Designated Official shall cause written notice to be sent to each owner, as indicated by the most recently approved municipal tax roll, of real property within 200 feet of the exterior boundary of the property in question before the tenth (10th) day before the hearing date. Said notice shall set forth the date, time, place, and purpose of the hearing as required under LGC section 211.007(c). The notice may be served by its deposit, properly addressed with postage paid, in the United States mail.

3. Posted Notice

Whenever posted notice of a public hearing is required, notification signs shall be posted by the applicant a minimum of eleven (11) days prior to the scheduled public hearing and shall remain posted during the course of the public hearings, until such time that final action has been taken on the permit application. Signs shall be posted on the subject property and/or along public right-of-way in a format approved by the Designated Official.

2.07.09. Non-conforming Lots, Structures, and Uses

A. Intent of Provisions

1. Nonconforming uses are lawful uses within a zoning district that do not conform to the requirements of this Ordinance when it is adopted, or when any amendments thereto, take effect. The purpose of this section is to provide for recognition of such uses and procedures for bringing such uses into conformance.
 - a. Any use of property existing at the time of the passage of this Ordinance or that exists when land is annexed into the city that does not conform with the regulations prescribed in the preceding Ordinance shall be deemed a nonconforming use, except that any single-family use existing at the time of passage of this Ordinance shall be thereafter deemed a conforming use.

- b. A nonconforming use of land may be continued, but if said nonconforming use is discontinued for a period of time in excess of six (6) consecutive months, any future use of said premises shall be in conformance with the provisions of this Ordinance.
- c. A nonconforming use of a building may be continued although such does not conform to the provisions hereof, and such use may be extended throughout the building provided no structural alterations except those required by law or ordinance are made therein.
- d. The right to maintain the nonconforming use shall be subject to such regulations as to maintenance of the premises and conditions of operation as may, in the judgment of the Board of Adjustment, be reasonably required to protect the health and safety of adjacent property.
- e. A nonconforming use shall not be extended or rebuilt in case of obsolescence or total destruction by fire or other cause. In cases of partial destruction by fire or other causes, not exceeding fifty (50) percent of its value, the Building Inspector shall issue a permit for reconstruction. If greater than fifty (50) per cent and less than the total, the Board of Adjustment, may grant a permit for repair after public hearing and having due regard for the property rights of the persons affected when considered in the light of the public welfare and the character of the area surrounding the designated nonconforming use and of the conservation and preservation of property.
- f. A violation of this code provision and a request for a nonconforming designation or request for relief under this designation shall not create an estoppel of the trial of any lawsuit which may be filed in any court.
- g. Notwithstanding any other provisions of this Ordinance, legal nonconforming uses of property existing as of the date of this Ordinance that does not conform to the regulations prescribed in this Ordinance, shall be deemed a non-conforming use, subject to the provisions contained in this section.

Subsection 2.08. Zoning Relief Procedures

2.08.01. Zoning Regulation Appeal

A. Types of Appeals

The following are the types of Zoning Regulations Appeals contained within this Ordinance.

1. Appeal of a City Administrative or Interpretative Decision

- a. Any person, department, board, or bureau of the City affected by any City Administrative Official acting pursuant to this Ordinance's Zoning Regulations shall appeal to the Board of Adjustment.
- b. In exercising the Board of Adjustment's authority herein, the Board of Adjustment may reverse or affirm, in whole or in part, or modify the City Administrative Official's order, requirement, decision, or determination from which an appeal is taken and make the correct order, requirement, decision, or determination, and for that purpose the Board of Adjustment has the same authority as the City's Administrative Official.
- c. Public hearings shall be held in accordance with 2.07.04. Public Hearings and Notification Requirements.

2. Appeal to the City Council of a Zoning Vested Rights Petition Decision

3. Appeal to District Court of a decision of the City Council or Board of Adjustment

Any person, department, board, or bureau of the City affected by a decision of the City Council or Board of Adjustment may appeal to District Court.

B. Appeals Procedure to the City Council or Board of Adjustment

1. Timing and Fee

An appeal to the City Council or Board of Adjustment shall be taken within ten (10) calendar days from the date of the decision by filing with the City Secretary a notice of appeal specifying the grounds thereof, and by paying a filing fee at the Office of the City Secretary at the time the notice is filed.

2. Transmission of Record

The Administrative Official involved in the appeal shall forthwith transmit to the Board of Adjustment, through the City Secretary, all the papers constituting the record upon which the action appealed from was taken.

3. Stays of Proceedings

An appeal stays all proceedings in furtherance of the action appealed from, unless the Administrative Official involved in the appeal certifies to the City Council or Board of Adjustment that by reason of facts stated in the certificate a stay would, in that Administrative Official's opinion, cause imminent peril to life or property.

C. Appeals Procedure to District Court

1. Timing and Fee

An appeal from any action, decision, ruling, judgment, or order of the City Council or Board of Adjustment may be taken to the District or County Court by any person or persons, jointly or severally; any taxpayer; or any officer, department, board, or bureau of the City. An appeal to the District or County Court shall be taken within (20) calendar days from the date of the decision by filing with the City Secretary and the Board of Adjustment a notice of appeal specifying the grounds thereof.

2. Transmission of Record

Upon filing of the notice of appeal as herein provided, the court may grant a writ of certiorari directed to the board in this event and the City Council or Board of Adjustment shall transmit to the Court Clerk and the petitioner the original or certified copy of the papers constituting the record in the case, together with the order, decision, or ruling.

3. Stays of Proceedings

An appeal to the district court from the City Council or Board of Adjustment stays all proceedings in furtherance of the action appealed from, unless the Mayor or Chair of the Board of Adjustment, from which the appeal is taken certifies to the Court Clerk, after the notice of appeal shall have been filed, that by reasons of fact stated in the certificate, a stay would, in her/his opinion, cause imminent peril to life or property.

D. Fees

All fees for all types of applications, forms, plans, notifications, appeals, and petitions required under this Ordinance shall be established by the City Council within the Fee Schedule.

2.08.02. Zoning Variance

A. Purpose

1. The Board of Adjustment is authorized in specific cases to grant a Zoning Variance from the Zoning Regulation terms, standards, and criteria that pertains to an allowed use within a zoning district.
2. A Zoning Variance is authorized by this Ordinance when such cases are shown not to be contrary to the public interest if, owing to special conditions, a literal enforcement of the provisions of the Ordinance will result in an undue hardship and so that the spirit of the Ordinance shall be observed and substantial justice done; provided, however, the Board of Adjustment shall have no power to authorize a Zoning Variance provided in E below.

B. Zoning Variance Applicability

The Board of Adjustment is authorized in specific cases to grant a Zoning Variance from the terms of this Ordinance if the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship, and so that the spirit of the ordinance is observed and substantial justice done.

C. Granting Authority

1. Undue Hardship Shall Exist

The Board of Adjustment may authorize a Zoning Variance from these Zoning Regulations when, due to special conditions, an undue hardship will result from requiring compliance.

2. Harmony with the Ordinance's General Purpose and Intent Shall Exist

A Zoning Variance may be granted only when the Zoning Variance is not contrary to the public interest and is in harmony with the general purpose and intent of this Ordinance so that the public health, safety, and general welfare may be protected.

3. Zoning Variance Processing and Review

The Zoning Administrator shall process and review a Zoning Variance.

4. Board of Adjustment Conditions of Approval

In granting a Zoning Variance, the Board of Adjustment shall prescribe only conditions that it deems necessary for, or desirable to, the public interest.

5. Board of Adjustment Considerations

In making the findings within the Criteria for Zoning Variance Approval, the Board of Adjustment shall take into account:

- a. The nature of the proposed use of the land involved.
- b. Existing uses of land in the vicinity.
- c. The probable effect such Zoning Variance will have upon traffic conditions and upon the public health, safety, convenience, and general welfare of the community.
- d. Such findings of the Board of Adjustment, together with the specific facts upon which such findings are based, shall be incorporated into the official minutes of the Board of Adjustment meeting at which such Zoning Variance is granted.

D. Criteria for Zoning Variance Approval

No Zoning Variance shall be granted without first providing public notice and holding a public hearing on the Zoning Variance request in accordance with this Ordinance and unless the Board of Adjustment finds all the following criteria are met.

1. Unique Circumstances

That there are special circumstances or conditions affecting the land involved such that the application of the Ordinance's provisions would deprive the Applicant of the reasonable use of his/her land.

2. Minimum Necessary Relief Required to Alleviate the Undue Hardship

The Zoning Variance, if granted, would be the minimum necessary relief required to alleviate the undue hardship.

3. Preservation of Property Rights

That the Zoning Variance is necessary for the preservation and enjoyment of a substantial property right of the Applicant.

4. No Substantial Detriment to the Public Good

That the granting of the Zoning Variance will not be detrimental to the public health, safety, or general welfare, impair the purposes and intent of this Ordinance and the Comprehensive Plan or be injurious to other property within the area.

5. Orderly Use of Land

That the granting of the Zoning Variance will not have the effect of preventing the orderly use of other land within the area in accordance with this Ordinance.

6. Finding of Undue Hardship

In order to grant a Zoning Variance, the Board of Adjustment must make findings that an undue hardship exists, using the following criteria:

- a. That the requested variance does not violate the intent of the zoning regulations.
- b. That special conditions of restricted area, topography or physical features exist that are peculiar to the subject parcel of land and not applicable to other parcels of land in the same zoning district.
- c. That the relief sought will not injure the permitted use of adjacent conforming property.
- d. That the granting of a Zoning Variance will be in harmony with the spirit and purpose of these regulations.
- e. That the hardship is in no way the result of the applicant's own actions.
- f. That the interpretation of the provisions of the regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district that comply with the same provisions.
- g. In considering a variance as applied to a structure, the Zoning Board of Adjustment may consider the following as grounds to determine whether an unnecessary hardship would result from compliance with the ordinance:
 - i. The financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessor for the municipality under Section 26.01, Tax Code;
 - ii. Compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development may physically occur;
 - iii. Compliance would result in the structure not being in compliance with a requirement of a municipal ordinance, building code, or other requirement;
 - iv. Compliance would result in the unreasonable encroachment on an adjacent property or easement; or
 - v. The municipality considers the structure to be a nonconforming structure.

E. Limitations on the Authority of Board of Adjustment to Grant Zoning Variances

1. Land Use Zoning Variance

The Board of Adjustment may not grant a Zoning Variance authorizing a land use other than those permitted in the district for which the Zoning Variance is sought, except as specifically provided for in this Ordinance.

2. Specific Use Permit Provision

The Board of Adjustment shall have no power to grant or modify provisions of a SUP authorized under 2.07.07. Specific Use Permit (SUP) Regulations and Procedures.

3. Zoning Amendments

- a. The Board of Adjustment shall have no power to grant Zoning Text and Map Amendments.
- b. In the event that a request for a Zoning Text Amendment or Official Zoning District Map Amendment (Rezoning) is pending before the Planning and Zoning Commission or the City Council, the Board of Adjustment shall neither hear nor grant any Zoning Variance with respect to the subject property until final disposition of the Zoning Text Amendment or Official Zoning District Map Amendment (Rezoning) by the Planning and Zoning Commission and the City Council.

4. Pending Action

- a. The Board of Adjustment shall not grant a Zoning Variance for any parcel of property or portion thereof upon which a required Site Plan or any Plat is pending on the agenda of the Planning and Zoning Commission or the City Council.
- b. All administrative and procedural remedies available to the Applicant shall have been exhausted prior to hearing by the Board of Adjustment.

F. Concurring Vote of 75 Percent Required

Pursuant to Texas Local Government Code 211.009.(c), the concurring vote of seventy-five (75) percent of the members of the Board of Adjustment is necessary to grant a Zoning Variance.

2.08.03. Zoning Special Exception

A. Purpose

The Board of Adjustment is authorized to hear and decide a Zoning Special Exception to the Zoning Regulations which are not permitted by right in a particular district because of potential adverse effect, but which if controlled in the particular instance as to its relationship to the neighborhood and to the general welfare, may be permitted by the Board of Adjustment, where specifically authorized by D below, and in accordance with the substantive and procedural standards of this Ordinance.

B. Zoning Special Exception Defined

A Zoning Special Exception is an allowed variation from the Zoning Regulations, but is differentiated from a Zoning Variance as the term is used in this Ordinance by the following:

1. A Zoning Special Exception does not require a finding of an undue hardship.
2. Approval of a Zoning Special Exception by the Board of Adjustment is specifically provided for and defined by this Ordinance.

C. Requests for a Zoning Special Exception

1. Upon written request of the property owner, the Board of Adjustment may grant a Zoning Special Exception in accordance to the provisions of D below.
2. The Zoning Administrator shall process and review a Zoning Special Exception.

D. Zoning Special Exception Authorized

When, in the Board of Adjustment's judgment, the public convenience and general welfare will be substantially served and the appropriate use of the neighboring property will not be substantially injured, the Board of Adjustment may, in specific cases, after public notice and public hearing and subject to appropriate conditions and safeguards, authorize the following Zoning Special Exceptions to the regulations herein established:

1. Reduction in the required number of parking spaces if the Board of Adjustment determines sufficient parking exists or is not necessary for the specified location.
2. Adjust any numerical standard by ten (10) percent.

E. The Board May Impose Conditions

In granting Zoning Special Exceptions, the Board may impose such conditions as are necessary to protect adjacent property owners and to ensure the public health, safety and general welfare, including but not limited to conditions specifying the period during which the nonconforming use may continue to operate or exist before being brought into conformance with the provisions of this Ordinance.

Section 3. Supplemental Development Regulations

Subsection 3.01. Sight Visibility Triangle

3.01.01. Purpose and Applicability

- A. The intent of this subsection is to promote safe roadways by ensuring adequate visibility at intersections.
- B. These regulations are effective whenever any development is occurring or any objects are placed or modified within the Sight Visibility Triangle as defined below.

3.01.02. Regulations

- A. The Sight Visibility Triangle shall remain open and completely unobstructed at a height between two (2) feet and eight (8) feet above the top of the adjacent curb. This includes signage, plantings, fences, or any other items.
- B. No development requiring a permit shall occur within the Sight Visibility Triangle at any height.
- C. Sight Visibility Triangle shall be identified on Site Plans.
- D. Sight Visibility Triangle minimum leg dimensions shall be determined according to the following:

Figure 6. Street/Street Intersection: Twenty-five (25) feet

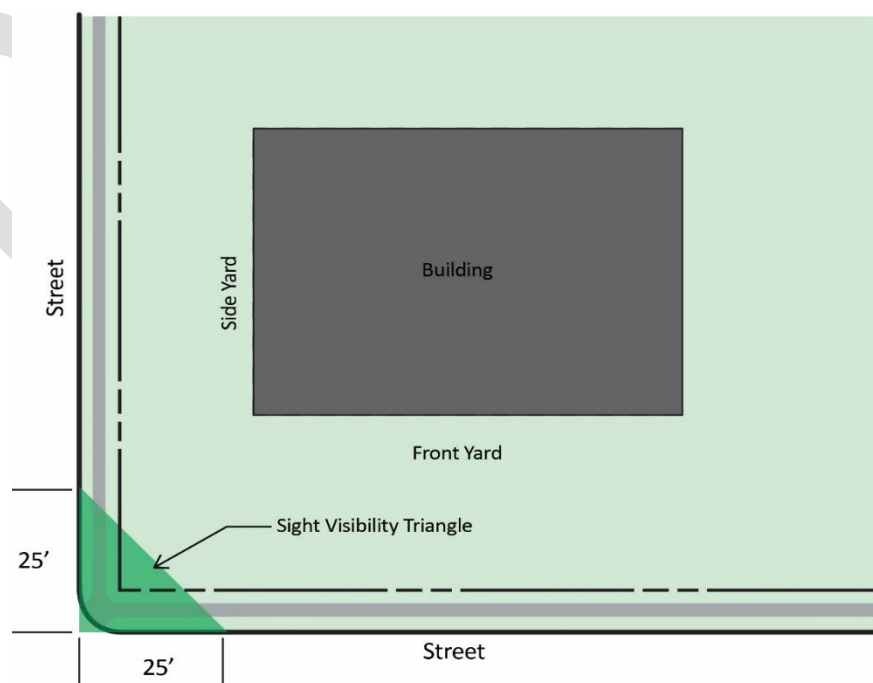
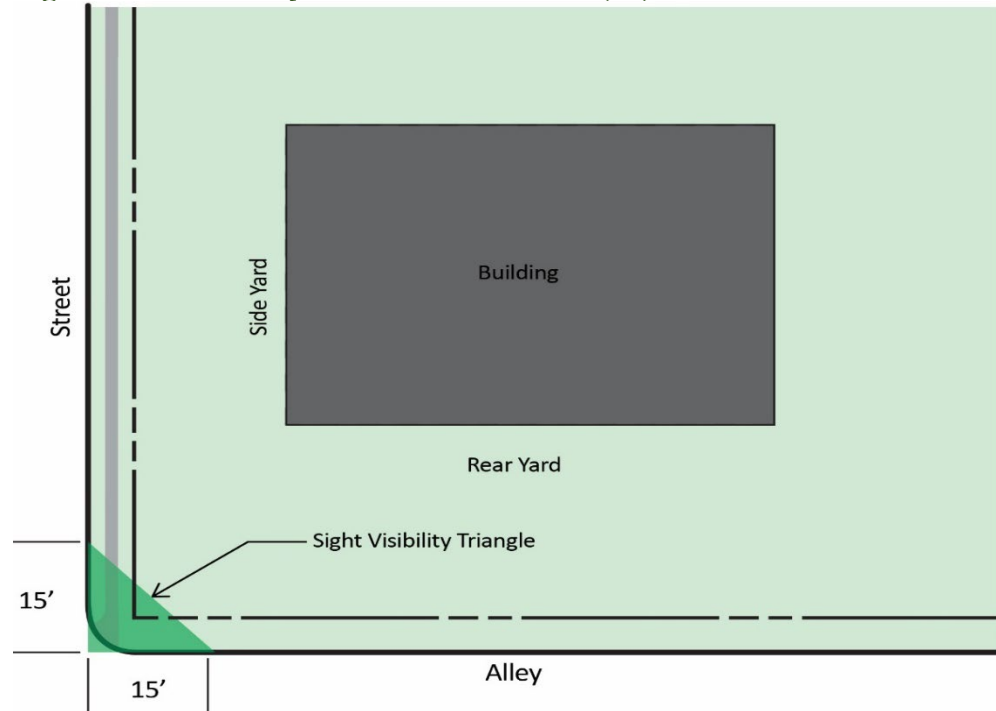
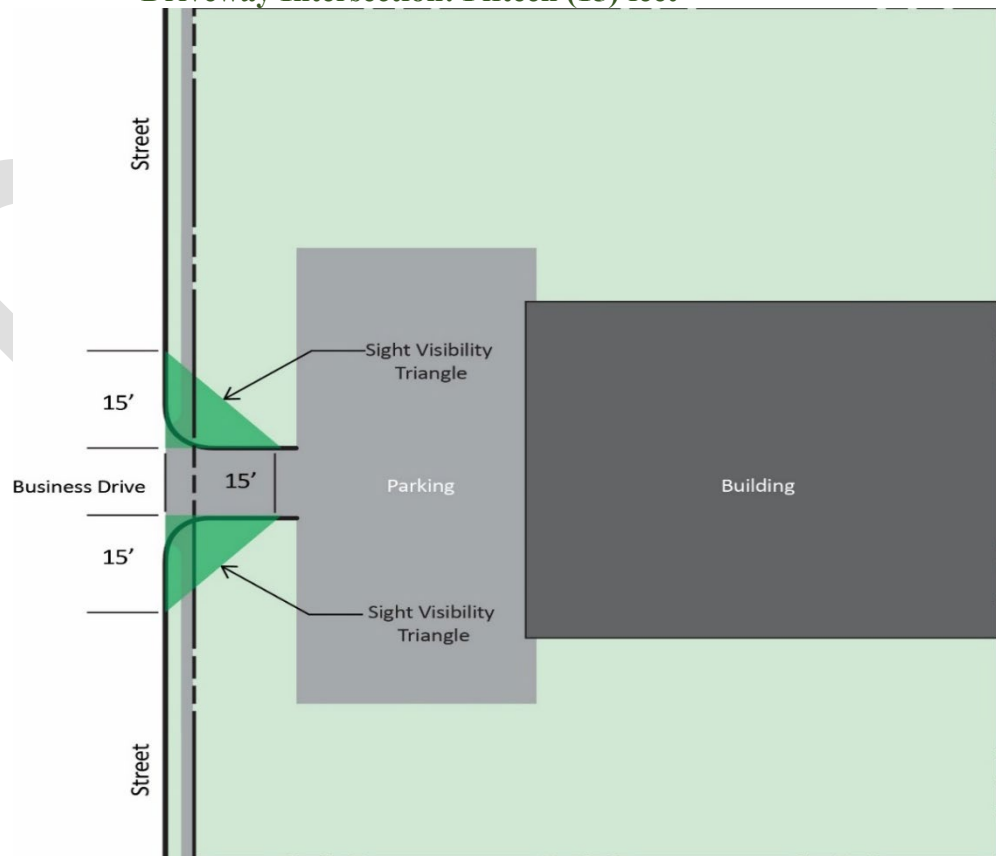


Figure 7. Street/Alley Intersection: Fifteen (15) feet



**Figure 8. Driveway/Street Intersection and Internal Circulation
Driveway Intersection: Fifteen (15) feet**



E. Modified Dimensions

1. Reduction

The required dimensions above may be reduced by the City Engineer if the City Engineer determines that the reduction is necessary due to site-specific constraints and does not negatively impact the safety of the intersection.

2. Increase

The required dimensions above may be increased by the City Engineer if the City Engineer determines that the increase is appropriate due to site-specific constraints and roadway speeds to ensure the safety at the intersection.

- a. Increased sight distances shall be calculated in accordance with the latest edition of the AASHTO "A Policy on Geometric Design of Highways and Streets."
- b. If a field inspection indicates that driveway sight distance may be insufficient, the Applicant will be required to submit vertical and horizontal information prepared by a registered professional engineer to the City Engineer that verifies adequate sight distance is available for the proposed driveway location.

3. Intersection Sight Distance

On a corner lot in any district, nothing shall be erected, placed, planted, or allowed to grow in such a manner so as to materially impair the Intersections Sight Distance (ISD) as defined in the current edition of the American Association of State Transportation Officials (AASHTO), A Policy on Geometric Design of Highways and Streets; without approval of a variance by the City, except that fences, walls, or hedges may be permitted provided that such fences, walls, or hedges do not impair vision from three (3) feet to six (6) feet above the curb line elevation.

Subsection 3.02. Sign Regulations

3.02.01. General Provisions and Applicability

A. Cross Reference and Purpose

The following sign regulations serve to supplement regulations in Ordinance No. 55.

B. Applicability

Sign regulations of the City shall apply in the City limits and extraterritorial jurisdiction of the City and must be in full compliance with rules governing signs within the City. In the event of a conflict between Ordinance No. 55 and the provisions detailed below, the more stringent requirement shall prevail.

3.02.02. Signs in Residential Zoning Districts

Sign regulations in residential zoning districts are as follows:

A. Church or School Signs

One (1) sign, which shall not exceed fourteen (14) feet in perimeter and six (6) feet in height, is authorized for placement on the church or school property.

B. Realty or Realtor Signs:

One (1) unlighted sign, which shall not exceed ten (10) feet in perimeter and six (6) feet in height and is pertaining to the sale or lease of a house/building or premises. The sign must be posted on the property being leased or sold and the sign must be removed immediately upon the sale or lease of such house/building or premises. On residential real estate, property on which an "open House" showing is being held, not more than two (2) unlighted signs not to exceed ten (10) feet (each) in perimeter and six (6) feet in height are authorized for a maximum period of three days preceding the date of the "open House" showing and must be removed within twenty-four (24) hours after the scheduled date for the "Open House" showing. In no instance will an open house sign be allowed to remain in place for more than five (5) days at any one time or for more than ten (10) days in any single month.

C. Construction Signs:

One (1) unlighted sign not exceeding ten (10) feet in perimeter and six (6) feet in height is authorized for the primary contractor building a residence or premises, or at a location where ongoing construction such as swimming pools, sprinkler systems, fences, room additions, etc. are in progress. Such signs shall not be attached to a tree. Additional signs for subcontractors, such as individuals or companies hired to install plumbing, wiring, landscaping, roofing, etc., or for banking or lending institutions are prohibited on the premises. The primary contractors sign will be removed immediately upon occupancy of the residence/building.

3.02.03. Signs in Nonresidential and Mixed-Use Zoning Districts

Sign regulations in the nonresidential and mixed-use zoning districts are as follows:

A. Business Advertising Signs

One (1) business advertising sign not exceeding twenty-four (24) feet in perimeter is authorized for each business in the district. Advertising signs shall be attached to the building and will advertise only articles, services or products which are offered within the building to which said sign is attached. Such signs shall not protrude above the outside walls of such buildings and will protrude no more than one foot from the face of the walls of such buildings.

B. Commercial Real Estate Signs

One (1) business advertising sign not exceeding twenty (20) feet in perimeter and six (6) feet in height may be erected on the premises to advertise the sale or lease of a commercial building. The sign must be posted on the property being sold or leased and must be removed immediately upon the sale or lease of such property or premises.

C. Master Pylon Signs

One free standing master pylon sign not exceeding six (6) feet in width and sixteen (16) feet in height shall be used within a business complex, shopping center, office, or professional park to advertise multiple tenant units and activities. Each separate complex or park may have a separate master pylon sign.

Subsection 3.03. Outdoor Antennas

3.03.01. Direct Broadcast System (DBS) Video Reception

- A. Direct Broadcast System antennas one meter (39.37 inches) or less in diameter and other antennas are allowed in all zoning districts for the receipt of local Very High Frequency (VHF) and Ultra High Frequency (UHF) and direct-broadcast television signals.
- B. In residential districts, antennas shall be mounted below the roofline and to the side or rear of the residence.
- C. Pole or mast mounted antennas extending more than twelve (12) feet above the roofline of the building or other surface to which the pole or mast is attached shall be installed only according to instructions sealed by a licensed structural engineer. Copy of instructions shall be filed with the City Building Inspector prior to installation. Pole or mast mounted antennas shall not be located closer than twice their height to any adjoining property line.
- D. Installation shall conform to applicable safety and electrical codes.

3.03.02. Other Video or Internet Reception Systems

- A. Antennas less than one (1) meter in diameter are allowed in all zoning districts. In residential districts the antennas shall be mounted below the roofline and to the rear or side of the house.
- B. Antennas greater than one (1) meter in diameter are allowed in nonresidential zoning districts and in residential districts subject to a Specific Use Permit. Antennas located in residential districts or located on lots adjoining a residential district shall be subject to City granting a Specific Use Permit for same setting forth the conditions of such use as to type, size, location, screening and the like. The City will not grant a Permit for locating this size antenna in the front yard of a residential lot. An application for such a Specific Use Permit shall be considered and processed in accordance with the provisions of this Ordinance.
- C. Installation shall conform to applicable safety and electrical codes.

3.03.03. Wireless Communication Service Towers

- A. Towers are allowed in all non-residential zoning districts subject to the City granting a Specific Use Permit. An application for such a Specific Use Permit shall be considered and processed in accordance with the provisions of this Ordinance.
- B. Electromagnetic radiation levels produced by tower power supplies, wave guides and other power transmission components and emitters shall conform to Federal Communications Commission regulations.

- C. The City may require operators to share space on existing towers before allowing the construction of additional wireless towers.
- D. Towers shall not be located closer than twice their height to any adjoining property line unless worst case failure analysis demonstrates a lesser distance to be safe. In no case shall this distance be less than the height of the tower.
- E. Only monopole or stealth towers are permitted within the City.

3.03.04. Amateur Communications

- A. Amateur antennas are allowed in all zoning districts. In residential districts, antennas shall be mounted below the roofline and to the side or rear of the house.
- B. Antenna structures, such as yagi antennas, more than twelve (12) feet long shall require a Specific Use Permit for same setting forth the conditions of such use as to type, size, location, screening, and the like. The City will not grant a Permit for locating this size antenna in the front yard of a residential lot. An Application for a Specific Use Permit shall be considered and processed in accordance with the provisions of this Ordinance.
- C. Pole, mast, or tower structures extending more than twelve (12) feet above the roofline shall require a Specific Use Permit and shall be installed only according to instructions sealed by a licensed structural engineer. Copy of instructions shall be filed with the City Building Inspector prior to installation.
- D. Towers shall not be located closer than twice their height to any adjoining property line unless worst case failure analysis demonstrates a lesser distance to be safe. In no case shall this distance be less than the height of the tower.
- E. Installations shall conform to applicable safety and electrical codes.

3.03.05. Commercial and Industrial Radio Service

- A. Towers and antennas for commercial or industrial radio service are not allowed in residential districts.
- B. Pole, mast, or tower structures extending more than twelve (12) feet above the roofline shall require a Specific Use Permit and shall be installed only according to instructions sealed by a licensed structural engineer. Copy of instructions shall be filed with the City Building Inspector prior to installation.
- C. Towers shall not be located closer than twice their height to any adjoining property line unless worst case failure analysis demonstrates a lesser distance to be safe. In no case shall this distance be less than the height of the tower.

Subsection 3.04. Tree Preservation, Maintenance, and Disease Prevention

3.04.01. Purpose

The purpose of this section is to conserve, protect and enhance existing healthy and safe trees and natural landscape.

3.04.02. Applicability and Exemptions

- A. The provisions of this section are applicable to the following:
 - 1. All new residential and nonresidential development, including public land, within the City limits.
 - 2. Redevelopment of any residential or nonresidential property, including public land, within the City limits that results in an increase in the increase of impervious cover.
 - 3. Single family residential properties are exempt from these regulations pursuant to Texas Local Government Code 212.905(b).
- B. Trees located within the area of a proposed on-site sewage facility (OSSF) if authorized by the City Engineer are subject to the Tree Mitigation requirement but are exempt from the Tree Removal Permit requirement.
- C. Trees located within a Right-of-Way to be dedicated to and maintained by the City are exempt from the Tree Preservation requirement.
- D. The regulations in this division shall not apply to the clearing of understory necessary to perform boundary surveying of real property or to conduct tree surveys or inventories. Clearing for surveying may not exceed a width of two (2) feet for general survey (i.e. of easement boundary, etc.) and eight (8) feet for survey of property boundary lines. Except for surveys done in connection with residential development, no tree twelve (12) inches or larger may be removed in any manner during such boundary or general surveying.
- E. Exempted Trees
 - 1. A dead or diseased tree, which is deemed beyond the point of recovery and at risk of spreading the disease, as determined by a certified arborist.
 - 2. Any protected or heritage trees or areas of tree canopy determined to be causing a danger or be in hazardous condition as a result of a natural event such as tornado, storm, flood, or other act of God that endangers the public health, safety, or general welfare and requires immediate removal.
 - 3. Trees planted and growing on the premises for sale at a nursery.

4. The following tree species:
 - a. Hackberry (*Celtis occidentalis*).
 - b. Eastern Red Cedar (*Juniperus virginiana*).
 - c. Common Ashe Juniper (*Juniperis ashei*).
 - d. Chinaberry (*Melia azedarach*).
 - e. Mesquite (*Prosopis* spp.).
 - f. Ligustrum (*Ligustrum* spp.).
 - g. Chinese Pistache (*Pistacia chinensis*).
 - h. Chinese Tallow (*Sapium subiferum*).
 - i. Tree of Heaven (*Ailanthus altissima*).
 - j. Salt Cedar (*Tamerix* species).
 - k. Nandina (*Nandina domestica*).
 - l. Paper Mulberry (*Broussonetia papyrifera*).
 - m. Red Oak (*Quercus texana*).

3.04.03. Categories of Protected Trees

A. Protected Tree

Trees between twelve (12) and twenty-four (24) Caliper inches are designated as “Protected Trees”. Any Protected Trees not exempt from preservation in 3.04.02. E above may be removed upon approval of a Tree Removal Permit by the Zoning Administrator. Any decision of the Zoning Administrator regarding a Tree Removal Permit may be appealed to the Board of Adjustment. Tree size must be confirmed in writing by certified arborist.

B. Heritage Tree

Trees of twenty-four (24) Caliper inches or greater are designated as “Heritage Trees”. Any Heritage Trees not exempt from preservation in 3.04.02. E above may only be removed upon approval of a Tree Removal Permit by the Planning and Zoning Commission. Any decision of the Planning and Zoning Commission regarding a Tree Removal Permit may be appealed to the City Council.

3.04.04. Tree Mitigation

Any trees that are removed or damaged as a result of the approval of a Tree Removal Permit or under the provisions of 3.04.02. above shall be mitigated for on the same site as the proposed development, in addition to landscape requirements.

In the event that mitigation is not feasible on the same site as the proposed development, an Applicant may request to donate trees, meeting the mitigation requirements of this section, to be planted at public parks, schools, or other approved public facilities throughout the City or provide a fee in lieu of payment which will be used to place trees at public parks, schools, or other approved public facilities throughout the City.

A. Protected Tree

Protected Trees shall be mitigated at a one-to-one (1:1) Caliper inch ratio for every tree removed. Replacement trees shall have a minimum Caliper of three (3) inches. Standards for planting shall conform to current Texas Forest Service standards.

B. Heritage Tree

Heritage Trees shall be mitigated at a three-to-one (3:1) Caliper inch ratio for every tree removed. Replacement trees shall have a minimum Caliper of three (3) inches.

C. Fee In Lieu of Tree Mitigation

1. The City may establish a fee in lieu of replacement trees. The fee shall be placed in a separate account and shall be used for a tree enhancement or preservation project. The fee shall be equal to the cost of the replacement trees and shall include the installation or planting cost. The Applicant shall submit a written estimate from a nursery as verification of the cost.
2. The fee in lieu option is available for only the following cases:
 - a. If the proposed subdivision or site is heavily treed and the existing tree canopy would prohibit the growth of the replacement trees.
 - b. If the required replacement trees were to be installed, then the replacement trees would be planted under the canopy of an existing tree.

3.04.05. Critical Root Zone Protection

- A. Each Protected Tree or Heritage Tree shall have a Critical Root Zone surrounding the tree, measured at the drip line.
- B. The following activities are prohibited in the Critical Root Zone:
 1. Storage or parking vehicles, building materials, refuse, excavated spoils or dumping of poisonous or hazardous materials on or around tree and roots. Poisonous or hazardous materials include, but are not limited to, paint, petroleum products, concrete or stucco mix, dirty water or any other material which may be harmful to tree health.
 2. The use of tree trunks as a winch support, anchorage, temporary power pole, signposts, or other similar function.

3. Cutting of tree roots by utility trenching, foundation digging, placement of curbs and trenches and other miscellaneous excavation without prior approval of the City.
 4. Soil disturbance or grade change.
 5. Impervious paving.
 6. Vehicular traffic.
 7. Drainage changes.
- C. The following restrictions apply during construction near the Critical Root Zone:
1. All trees shall be protected by a fence, frame, or box constructed around the drip line of the preserved tree.
 2. A minimum of three (3) inches of mulch or compost shall be spread beneath the drip line of the preserved tree.
 3. No person shall excavate any ditches, tunnels or trenches, place any paving material or place any drive or parking area within the drip line of any Protected Tree or Heritage Tree without prior written approval of the City at the time of Site Plan approval.
 4. No person shall attach any rope, wire, nails, advertising posters, or other contrivance to any Protected Tree or Heritage Tree.

3.04.06. Tree Preservation Credits

Protected Trees and Heritage Trees may be counted toward landscape requirements contained in 2.06.01.

- A. A Protected Tree may be counted as three (3) Shade Trees.
- B. A Heritage Tree may be counted as eight (8) Shade Trees.

3.04.07. Tree Removal Permit and Tree Preservation Plan

- A. A Tree Removal Permit is required for the removal of any tree not exempted in 3.04.02. above.
- B. An Application for a Tree Removal Permit shall be submitted with any Site Plan Application that proposes removal of any trees and may be integrated into the Site Plan.
- C. The application shall contain a Tree Preservation Plan showing the following:
 1. Existing/proposed topography.
 2. Location of property lines, easement, rights of ways, setbacks, parking areas, and sidewalks.

3. Location, species, size (in caliper inches), and Critical Root Zone of each Protected Tree and Heritage Tree, except those trees exempted by 3.04.02. above.
4. A tree inventory that summaries the following:
 - a. Total number of Caliper inches on the site, with subtotals for Protected Trees and Heritage Trees.
 - b. Total number of Caliper inches to be removed, with subtotals for Protected Trees and Heritage Trees.
 - c. Total number of Caliper inches to be preserved, with subtotals for Protected Trees and Heritage Trees.
 - d. Total inches of mitigation required, with subtotals for Protected Trees and Heritage Trees.
 - e. Location of any proposed tree mitigation.
 - f. Any proposed tree preservation credits.
 - g. Designation of Protected Trees and Heritage Trees.
 - h. A summary of the tree protection methods to be utilized.

3.04.08. Removal of a Protected Tree Without a Tree Removal Permit

Any Protected Tree or Heritage Tree that is damaged or removed without a Tree Removal Permit, including those damaged during construction or within two (2) years following issuance of a Certificate of Occupancy, shall be subject to the following penalties:

- A. Fine equivalent to three (3) times the cost of replacement trees, including installation or planting cost.
- B. Mitigation of the removed tree(s) in accordance with 3.04.04.
- C. Conservation of the area in which the tree was located and the tree's Critical Root Zone for a period two (2) years.

3.04.09. Additional Provisions for Arbor Disease Centers

If project location is within one-half (1/2) mile of a documented arbor disease center according to the Texas Forest Service, then the City is authorized to prescribe and restrict tree species use in landscaping or mitigation. Exempt Trees are not protected and are prohibited as a mitigation tree or landscape tree.

Subsection 3.05. Flag Poles

3.05.01. General Provisions and Applicability

- A. Flag poles are not considered a structure and shall not be installed in an easement or public right of way.
- B. In Residential Zoning Districts, flag poles shall not exceed twenty-five (25) feet in height and shall not be installed closer than the greater of the distance of ten (10) feet or the height of the flagpole from a paved roadway, street, or structure.
- C. In all other Zoning Districts, flag poles shall not exceed thirty-five (35) feet in height and shall not be installed closer than the greater of the distance of ten (10) feet or the height of the flagpole from a paved roadway, street, or structure.

Section 4. Definitions

Subsection 4.01. General Provisions

4.01.01. Usage and Interpretation

A. For the purpose of this Ordinance, certain terms or words herein shall be interpreted or defined as follows:

- Words used in the present tense include the future tense.
- The singular includes the plural.
- The word “person” includes a corporation as well as an individual.
- The term “shall” is always mandatory and the term “may” is discretionary.

B. Words and Terms not Expressly Defined

Words and terms not expressly defined herein are to be construed according to the normally accepted meaning of such words or terms or, where no definition appears, then according to their customary usage in the practice of municipal planning and engineering, as determined by the Zoning Administrator.

Subsection 4.02. Words and Terms Defined

For the purpose of this Ordinance, certain terms and words are herewith defined and shall have the meaning applied herein.

1. **Abandonment**

To cease or discontinue a use or activity but excluding temporary or short-term interruptions to a use or activity during periods of remodeling, maintaining, or otherwise improving or rearranging a facility, or during normal periods of vacation/seasonal closure.

2. **Accessory Structure**

A subordinate structure used for the purpose customarily incidental to the main structure, such as but not limited to a private garage for automobile storage, carport, RV-port, tool house, greenhouse as a hobby, home workshop, children's playhouse, storage house, gazebo, garden shelter, swimming pool, sportscape, or ground-mounted alternative energy systems. A pool, deck, or patio that is attached or connected to the main structure is considered part of the main structure.

3. **Administrative Officers**

Any officer referred to in this Ordinance by title shall be the person so retained in this position by the City, or his/her duly authorized representative.

4. **Adult Day Services Center**

A facility that provides services under an Adult Day Care Program on a daily or regular basis, but not overnight, to four (4) or more elderly or handicapped persons who are not related by blood, marriage, or adoption to the facility owner. Adult Day Services Centers (Adult Day Care Centers) must be licensed by Texas Department of Human Services.

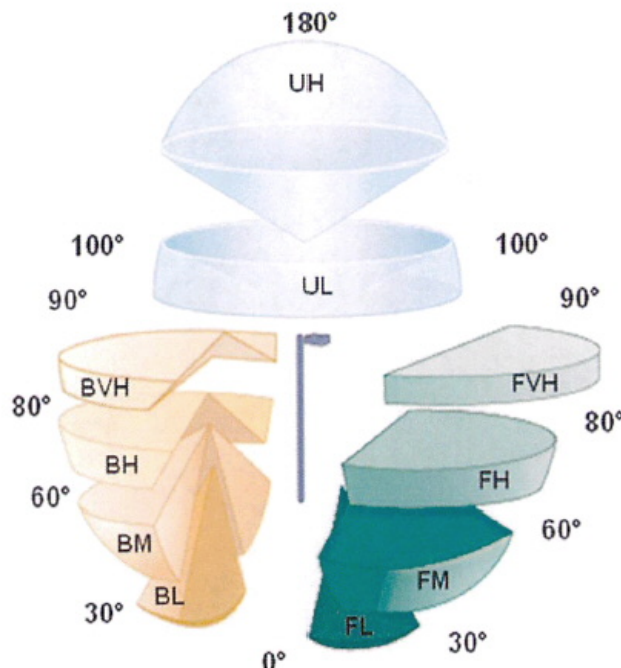
5. **Agricultural Use**
Land where the commercial production, keeping, or maintenance for sale, lease, or personal use of plants and animals, including, forages and sod crops; grains and seed crops, dairy animals, poultry, and livestock. Refer to Ordinance 18 for regulations related to animals.
6. **Alley**
A public Right-of-Way or private roadway used primarily for emergency services and vehicular service access to the back or sides of properties otherwise abutting on a street.
7. **Alteration**
Any act or process that changes one or more historic, architectural, or physical features of an area, site, place, and/or structure including, but not limited to the erection, construction, reconstruction or removal of any structure.
8. **Amateur Radio Antenna**
A radio communication antenna used by a person holding an amateur station license from the Federal Communications Commission.
9. **Ambulance Service**
A privately-owned facility for the dispatch, storage, and maintenance of emergency medical care vehicles.
10. **Amusement, Commercial (Indoors)**
An amusement enterprise offering entertainment or games of skill to the general public for a fee wholly enclosed in a building that does not generate noise perceptible at the bounding property line and including, but not limited to, a climbing wall center, video game arcade, batting cages, indoor skydiving, bowling alley, or billiard parlor.
11. **Amusement, Commercial (Outdoors)**
An amusement enterprise offering entertainment or games of skill to the general public for a fee wherein any portion of the activity takes place in the open including, but not limited to, a golf driving range, paintball field, go-cart racing, and miniature golf course. Note that the City's noise and nuisance regulations apply to such uses.
12. **Animal Shelter or Pet Boarding (with Outside Yard/Kennels)**
Facility with a fenced yard or outside kennels in which three (3) or more dogs, cats, or other domestic animals are held for adoption or accepted for boarding for which payment is received. Sometimes referred to as "doggy day care" or a "pet hotel".
13. **Animal Shelter or Pet Boarding (without Outside Yard/Kennels)**
Facility entirely indoors in which three (3) or more dogs, cats, or other domestic animals are held for adoption or accepted for boarding for which payment is received. Sometimes referred to as "doggy day care" or a "pet hotel".

14. **Animal Veterinary Office or Grooming (with Outside Yard/Kennels)**
Facility with a fenced yard or outside kennels in which dogs, cats, or other domestic animals are accepted for medical treatment, grooming, bathing or other treatment for which payment is received.
15. **Animal Veterinary Office or Grooming (without Outside Yard/Kennels)**
Facility entirely indoors in which dogs, cats, or other domestic animals are accepted for medical treatment, grooming, bathing, or other treatment for which payment is received.
16. **Antenna**
A device used in communications, which transmits or receives radio signals, television signals, digital signals, analog signals, radio frequencies (excluding radar signals), wireless telecommunications signals or other communication signals.
17. **Antenna, Building Attached**
An antenna attached to an existing structure in two general forms: (1) roof-mounted, in which antennas are placed on the roofs of buildings, or (2) building-mounted, in which antennas are placed on the sides of buildings. These antennas can also be mounted on structures such as water tanks, billboards, church steeples, electrical transmission towers, etc.
18. **Antenna Facilities**
The antenna and any mast, pole, structure, tower, building, equipment, and other supporting material used to mount the antenna and equipment, equipment storage buildings and concealing or screening structures needed to operate an antenna.
19. **Antique Shop**
An establishment offering for sale, within a building, articles such as glass, china, furniture or similar furnishing and decorations that have value and significance as a result of age, design and sentiment.
20. **Applicant**
The person or entity responsible for the submission of an application. The Applicant must be the actual owner of the property for which an application is submitted or shall be a duly authorized representative of the property owner. Also see Developer.
21. **Application**
The package of materials, including but not limited to an Application Form, Plat, completed checklist, tax certificate, Construction Plans, special drawings or studies, and other informational materials, that is required by the City to initiate City review and approval of a development project.
22. **Application Form**
The written form (as provided by and as may be amended by the Zoning Administrator) that is filled out and executed by the Applicant and submitted to the City along with other required materials as a part of an application.

23. **Approval**
Approval constitutes a determination by the official, board, commission, or City Council responsible for such determination that the application is in compliance with the minimum provisions of this Ordinance. Such approval does not constitute approval of the engineering or surveying contained in the plans, as the design engineer or surveyor that sealed the plans is responsible for the adequacy of such plans.
24. **Appurtenant Features**
Features that define the design of a building or property including but not limited to porches, railings, columns, shutters, steps, fences, attic vents, sidewalks, driveways, garages, carports, outbuildings, gazebos, and arbors.
25. **Architectural Concrete Block**
Concrete block with a highly textured finish, such as split faced, indented, hammered, fluted, ribbed, or similar architectural finish.
26. **Architectural Details**
Small details like moldings, carved woodwork, etc. that add character to a building.
27. **Art Gallery or Museum**
An institution for the collection, display, distribution of objects of art, and that is sponsored by a public or quasi-public agency and is open to the general public.
28. **Articulation**
The visual variation to both the height and depth dimensions of a building through the use of materials, colors, fenestration and details.
29. **Artisan's Studio**
Nonresidential workspace for one or more photographers, artists, or artisans, including the accessory sale of art produced on the premises. These studios are less than one thousand five hundred (1,500) square feet in area.
30. **Assisted Living/Nursing Home**
A home operated by a business or non-profit organization where ill or elderly people are provided with lodging and meals, with or without nursing care, inclusive of Hospice.
31. **Automobile or Other Motorized Vehicle Sales**
A business providing indoor or outdoor sales display and incidental service of new and used motorized vehicles, including motorcycles, RVs, and boats. This use is not considered Outside Display.
32. **Automobile Parts Store**
Stores selling new automobile parts and accessories.
33. **Automobile Service Garage (Major)**
A facility for the general repair, rebuilding, or reconditioning of engines, motor vehicles, or trailers, or providing collision services, including body, frame, or fender repair, and overall painting, where all work is conducted inside the building.

34. **Automobile Service Garage (Minor)**
A facility for routine automobile services or minor repairs, such as tire services, quick-lubes, batteries, with all work being conducted inside the building and within the same day.
35. **Awning**
A roof-like shelter of canvas or other material extending from a building's façade.
36. **Bank or Financial Institution**
A financial institution that is open to the public and engaged in deposit banking, and that performs closely related functions such as making loans, investments, and fiduciary activities. Note that this definition does not include Nondepository Financial Institution/Payday Lending Establishments.
37. **Banquet Hall, Reception Facility, Wedding Chapel, or Other Special Events Center**
A building, facility, room, or portion thereof, that is rented, leased or otherwise made available to any person or group for a private event function that is not open to the general public, whether or not a fee is charged.
38. **Bar/Tavern**
An establishment that serves alcoholic beverages by the drink for on-site consumption and that derive seventy-five (75) percent or more of the gross revenue from the on-premises sale of alcoholic beverages.
39. **Barber or Beauty Shop**
A fixed establishment or place where one or more persons engage in the practice of barbering or cosmetology.
40. **Barn**
An accessory building used exclusively for the storage of grain, hay, and other farm products, or the sheltering of livestock or farm equipment.
41. **Basement**
Any area of the building having its floor subgrade (below ground level) on all sides.
42. **Beacon**
Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same zone lot as the light source; also, any light with one or more beams that rotate or move.
43. **Bed & Breakfast Inn**
A lodging facility with up to ten (10) rooms available for overnight guests. A Bed & Breakfast Inn may provide for guest stays up to fourteen (14) consecutive calendar days; however, Bed & Breakfast Inns do not offer weekly rental rates. Kitchen and dining facilities may be included to provide meals for guests only; however, no food preparation occurs in guest bedrooms. A Bed & Breakfast Inn does not include restaurants, banquet facilities, or similar services.

44. **Bluff**
A bluff with a vertical change in elevation of more than forty (40) feet and an average gradient greater than four hundred (400) percent.
45. **Board of Adjustment**
The City's Board of Adjustment as established by this Ordinance.
46. **Brewery, Micro**
An establishment that produces up to 10,000 barrels of beer per year, which may be consumed on-site. Sometimes referred to as a brewpub or taproom. Such businesses hold a Brewpub License issued and regulated by the Texas Alcoholic Beverage Commission. This definition also includes the secondary use of food service.
47. **B-U-G Ratings**
A luminaire classification system with ratings for backlight (B), uplight (U), and glare (G). The backlight component of the rating system takes into account the amount of light in the BL, BM, BH and BVH zones depicted in figure A below. The uplight component takes into account the amount of light in the UH and UL zones. The glare component takes into account the amount of light in the FH, FVH, BH and BVH zones.



48. **Building**
Any structure built for support, shelter or enclosure of persons, animals, personal property, records, or other movable property and when separated in a manner sufficient to prevent fire, each portion of such building shall be deemed a separate building.

49. **Building Coverage**
Percentage of the lot covered by the main structure and any Accessory Structures.
50. **Building Height**
The vertical distance measured from the average grade level to the highest point of the roof, excluding ornamental features that do not contain floor area (e.g., a church steeple or bell tower).
51. **Building Material Sales**
An establishment for the sale of materials customarily used in the construction of buildings and other structures, including outside storage or display of materials or merchandise. Sometimes referred to as a “Contractor’s Yard”. Note that this definition does not include home improvement store that provide goods to the general public (e.g., Home Depot or Lowe’s).
52. **Building inspector**
The Building Inspector of the City or designee.
53. **Building Permit**
A permit issued by the City before a building or structure is started, improved, enlarged, or altered as proof that such action is in compliance with the City code.
54. **Building Setback Line**
The line within a property defining the minimum horizontal distance between a building or other structure and the adjacent street Right-of-Way/property line.
55. **Caliper**
The diameter of a tree measured four feet (4’) above finished grade. For multi-trunk species, caliper measurement will be based on the diameter of the main trunk plus one-half (1/2) of the diameter of the remaining trunks measured at the same height.
56. **Caregiver**
A person employed by an individual or family for the purposes of assisting the individual or family in caring for medical needs of a family member located on the same premises or to assist in maintaining the premises. Examples include, but are not limited to in-home nursing care, hospice care, gardeners, etc.
57. **Carpentry Shop**
A shop involving woodworking and the assembly of wood products.
58. **Car Wash, Full Service**
A facility where a customer does not wash the vehicle and can have a motorcycle, automobile and light load vehicle washed by employees of the car wash facility in exchange for financial consideration.

59. **Car Wash, Self Service**
A facility with an automatic wash tunnel or hand wash provisions for use by the customer to wash motorcycles, automobiles, and light load vehicles in exchange for financial consideration.
60. **Catering Service**
A service providing meals or refreshments for public or private entertainment for a fee.
61. **Ceramic, Pottery, or Glass Studio**
Small-scale studio site for ceramic, pottery, or glass goods, in which dust, odor, and fumes are controlled. This definition does not include large-scale manufacturing.
62. **Certificate of Occupancy**
An official certificate issued by the City that indicates conformance with the City's rules and regulations and which authorizes legal use of the premises.
63. **Child Care Facility (Daycare)**
A business for the care of children at a location other than a caretaker's residence for less than twenty-four (24) hours a day. See Chapter 42 of the Human Resources Code, Regulation of Certain Facilities, Homes, and Agencies that Provide Child Care Services.
64. **Church or Other Place of Worship, including Parsonage/Rectory**
A place of worship and religious training of recognized religions, including but not limited to the on-site housing of ministers, rabbis, priests, nuns, and similar staff personnel.
65. **City**
The City of Garden Ridge, Texas, together with all its governing and operating bodies.
66. **City Attorney**
The person(s) so designated by the City Council to provide oversight for and have legal responsibility for the City. This term shall also include any designee of the City Attorney.
67. **City Council**
The duly elected governing body of the City of Garden Ridge, Texas.
68. **City Engineer**
The person or person(s) designated by the City to carry out the duties of the City Engineer as described under this Ordinance.
69. **City Secretary**
The person(s) so designated by the City Council to provide clerical and official services for the City Council. This term shall also include any designee of the City Secretary.
70. **College or University**
An academic institution of higher learning accredited or recognized by the State and offering a program or series of programs of academic study, including career programs.

71. **Colonnade**
A sequence of columns attached to an awning, second floor overhang or second floor balcony of a building.
72. **Commercial Message**
Any sign wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.
73. **Commission**
The Planning and Zoning Commission of the City.
74. **Comprehensive Plan**
The plan, including all revisions and addenda thereto, adopted by the City Council as the official policy regarding the guidance and coordination of the development of land in the City. The plan indicates the general location recommended for various land uses, transportation routes, public and private buildings, streets, utilities, parks, other public and private developments and improvements, and population projections.
75. **Construction Plans**
A set of drawings or specifications, including paving, water, wastewater, drainage, or other required plans, submitted to the City for review in conjunction with a subdivision or a development.
76. **Contractors Yard or Storage Yard**
A building, part of a building, or land area for the construction or storage (inside or out) of materials, tools, products, and vehicle fleets.
77. **County**
Comal County.
78. **Court**
An open unoccupied space other than a yard, on the same lot with a building which is bounded on three (3) or more sides by the building.
79. **Critical Root Zone**
A circle on the ground corresponding to the drip line of the tree. The Critical Root Zone is intended to protect the root structure of a tree.
80. **Cul-de-Sac**
A short street, that is typically in a residential setting, with one vehicular access to another street, and terminated on the opposite end by a vehicular turnaround.
81. **Dance, Music, or Drama Studio**
Studio for performing arts education or similar activities.

82. **Dead-End Street**
A street, other than a cul-de-sac, with only one outlet.
83. **Decision-Maker**
The City official or group responsible for deciding action on an application authorized by this Ordinance.
84. **Developer**
A person or entity, limited to the property owner or duly authorized representative thereof, who proposes to undertake or undertakes the division, developments, or improvement of land and other activities covered by this Ordinance. The word Developer is intended to include the terms property owner and Applicant.
85. **Development**
Any human-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation, or drilling operations or storage of equipment or materials.
86. **Development Application**
An application developed and updated by the Zoning Administrator, for any type of plan, permit, plat, or Construction Plans/drawings authorized or addressed by this Ordinance.
87. **Development Application Forms**
A collection of application Forms created, updated, and managed by the Zoning Administrator.
88. **Director of Public Works**
The person(s) so designated by the City to provide oversight for and have responsibility of the City's Public Works Department. This term shall also include any designee of the Director of Public Works.
89. **Distillery, Micro**
An establishment that produces up to 100,000 proof gallons of distilled alcohol, such as whiskey, rum, gin, vodka, and other spirits not defined elsewhere in this Ordinance. Such businesses hold a Distiller's and Rectifier's Permit issued and are regulated by the Texas Alcoholic Beverage Commission.
90. **Dwelling, Accessory**
See Guest House.
91. **Dwelling, Multi-Family (Loft)**
Any building, or portion thereof, that is designed, built, rented, leased, owned, or let to be occupied as one (1) or up to three (3) dwelling units occupied as a home or place of residence. Must be located above retail or office space and used as independent and separate housekeeping units.

92. **Dwelling, Single Family (Attached – Duplex)**
A building designed for occupancy for two (2) families living independently of each other. May be located on a single lot or may have a lot line dividing the building and separating the building's two (2) dwellings units onto two (2) separate lots.
93. **Dwelling, Single Family (Attached – Townhouse)**
A dwelling that is joined to another dwelling at one or more sides by a party wall or abutting separate wall, and that is designed for occupancy by one family and is located on a separate lot delineated by front, side, and rear lot lines.
94. **Dwelling, Single Family (Detached)**
A dwelling designed and constructed for occupancy by one family and located on a lot or separate building tract and having no physical connection to another building and occupied by one family.
95. **Dwelling, Single Family (Medium Density)**
A detached dwelling designed and constructed for occupancy by one family. The intent of this development type is to allow for more compact development that provides for usable open space.
96. **Dwelling Unit**
One or more rooms that are arranged, designed, used, or intended to be used for occupancy by a single person, single family, or group of persons living together as a family.
97. **Easement**
Authorization by a property owner for another to use any designated part of the owner's property for a specified purpose or use and evidenced by an instrument or plat filed with the County Clerk.
98. **Engineer**
A person duly authorized under the provisions of the Texas Engineering Practice Act, as amended, to practice the profession of engineering and who is specifically qualified to design and prepare Construction Plans and specifications for public works improvements.
99. **Equipment Sales**
Retail establishment selling or renting construction, farm, or other heavy equipment. Examples include cranes, earth moving equipment, tractors, combines, heavy trucks, etc. This use is not considered Outside Display.
100. **Exterior Architectural Feature**
Includes but is not limited to architectural style and general arrangement of such portion of the exterior of a structure as is designed to be open to the view from a public way. Exterior Architectural Features are often used to describe decorative features attached to the structure such as: doors, windows, windowsills, cornices, decorative plaster work or stone, shutters, columns, canopies or awning, etc.

- 101. Exterior Temporary Items**
Includes items such as landscaping, fences and sheds that do not require a slab, which are easily altered, relocated, or removed.
- 102. Façade or Front Façade**
A façade directly visible from any public street or main circulation drive and the façade used as the primary entrance to the building.
- 103. Family**
A person living alone, or any of the following groups living together as a single nonprofit housekeeping unit and sharing common living, sleeping, cooking, and eating facilities; any number of people related by blood, marriage, adoption, guardianship, or other duly authorized custodial relationship.
- 104. Farmer's/Open Air Market**
An occasional or periodic market held in an open area or in a structure where groups of individual sellers offer for sale to the public such items as fresh produce, seasonal fruits, fresh flowers, arts and crafts items, and food and beverages (but not to include second-hand goods) dispensed from booths located on-site.
- 105. Fee Schedule**
A listing of fees for various City Applications, which is approved by City Council and may be amended periodically.
- 106. Feed Store**
An establishment engaged in retail sale of supplies directly related to the day-to-day activities of agricultural production.
- 107. Final Acceptance**
The acceptance by the City of all infrastructure improvements constructed by the Developer in conjunction with the development of land.
- 108. Fire Lane**
Path of egress whether on public roads and highways, or on private property, that is a continuous path of travel from any one point at a building or structure, to any other point along that structure, so posted and marked as a fire lane.
- 109. Fix-It Shop, Bicycle Repair, Blade Sharpening, Small Engine Repair**
Business providing basic repair services for mechanical equipment.
- 110. Flag**
Any fabric, banner, or bunting containing distinctive colors, patterns, or symbols, used as a symbol of a government, political subdivision, or other entity.

111. **Flag, Decorative**
A flag other than national, state, municipal or other governmental flags, other than such flags located on property zoned as a Residential District.
112. **Floor Area**
The habitable area of a building that is served by a conditioned air system, but specifically excluding porches, patios, breezeways, automobile storage areas, garages, workshops, attic storage areas, and basements.
113. **Food Truck and Mobile Retail Park**
A vendor who operates or sells food for human consumption, hot or cold, from a cart, trailer, or kitchen mounted on chassis, or sells merchandise or services, with an engine for propulsion or that remains connected to a vehicle with an engine for propulsion. This is inclusive of trailers towed behind a vehicle.
114. **Frontage**
All the property abutting on one (1) side of the street, or between two (2) intersecting streets, measured along the street line.
115. **Full Cut-Off Lighting Fixtures**
Fixtures, as installed, that are designed or shielded in such a manner that all light rays emitted by the fixture, either directly from the lamps or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.
116. **Furniture Repair and Upholstering Shop**
A business that repairs and replaces upholstery to household and office furnishings; does not include motor vehicle upholstery or repair.
117. **Garage Sale**
A sale of used household or personal articles held on the seller's premises, inside or outside. This shall include yard sales and estates sales.
118. **Gasoline Filling or Service Station/Car Wash**
Any lot or parcel of land or portion thereof used partly or entirely for storing or dispensing flammable liquids, combustible liquids, liquefied flammable gas, or flammable gas into the fuel tanks of motor vehicles. May include a car wash facility.
119. **Green Space**
The portion of developable land that must be allocated for landscaped uses such as lawn space, planting areas, swales, rain gardens, and other pervious land uses.
120. **Grocery, Convenience Store**
A retail establishment, less than 7,000 square feet in gross floor area, that sells food and other consumable and non-consumable products for off-premises use or consumption.

121. Grocery, Market

A retail establishment, that is between 7,000 and 15,000 square feet in gross floor area, primarily selling prepackaged and perishable food as well as other convenience and household goods.

122. Grocery, Supermarket

A retail establishment, that is more than 15,000 square feet in gross floor area, that is more than 15,000 square feet in gross floor area primarily selling prepackaged and perishable food as well as other convenience and household goods.

123. Groundcover

Grasses and other living plant materials that are designed to grow low to the ground, generally less than one (1) foot in height.

124. Guest House

A type of accessory dwelling comprised of living quarters operated as an incidental/accessory use that is either attached or detached from the principal residence and that is occupied as a residence by either guests or family.

125. Gym or Health/Fitness Center

A facility where members or nonmembers use equipment or space for the purpose of physical exercise.

126. Heavy Industrial or Manufacturing Operations

An establishment engaged in manufacturing or other industrial processing of products primarily from extracted/raw materials or the bulk storage and handling of such products and materials, or an industrial establishment having potential to produce noise, dust, glare, odors or vibration beyond its property line. Differs from Light Industrial and Assembly Processes use classification due to the potential impacts on surrounding properties.

127. Highest Adjacent Grade

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

128. Holiday Lighting

Temporary lighting customarily associated with any national, state, local or religious holiday or celebration, which may be one of the following types:

- Festoon type low-output lamps, limited to small individual bulbs on a string.
- Low-output lamps used to internally illuminate yard art.
- Flood or spotlights producing less than 2,000 lumens each, whose light source is not visible from any other property, and which are used only as temporary lighting.

129. Home-Based Business

A business, occupation, or profession conducted within a residential dwelling unit.

130. Homeowners' or Property Owners' Association

A formal nonprofit organization operating under recorded land agreements through which:

- Each lot or property owner in a specific area is automatically a member; and
- Each lot or property interest is automatically subject to a charge for a proportionate share of the expense for the organization's activities, such as the maintenance of common property; and
- The charge if unpaid, becomes a lien against the nonpaying member's property.

131. Hospital, Acute Care

An institution where sick or injured patients are given medical or surgical treatment intended to restore them to health and an active life, and that is licensed by the State of Texas.

132. HUD-Code Manufactured Home

See Manufactured Home under the definition of Manufactured Housing.

133. Impervious Cover

Roads, parking areas, buildings, swimming pools, patios, and other impermeable construction covering the natural land surface.

134. Improvement

Any constructed fixed item that becomes part of or placed upon real property, see also Public Improvement.

135. Infrastructure

All streets, alleys, sidewalks, storm drainage, water, and wastewater facilities, utilities, lighting, transportation, and other facilities as required by the City.

136. Institutional Purpose

Institutional purpose shall mean primary and secondary schools, churches, hospitals, institutions of higher education and any governmental purpose.

137. Junk

The term Junk is defined to mean and shall include scrap metals and their alloys, rags, used cloth, used rubber, used rope, used tinfoil, used bottles, old cotton, used machinery, used tools, used appliances, used fixtures, used utensils, used boxes or crates, used pipe or pipe fittings, used automobiles, used boats or airplanes, tires, and other manufactured goods that are so worn, deteriorated, or obsolete as to make them unusable in their existing condition, and subject to being dismantled for Junk.

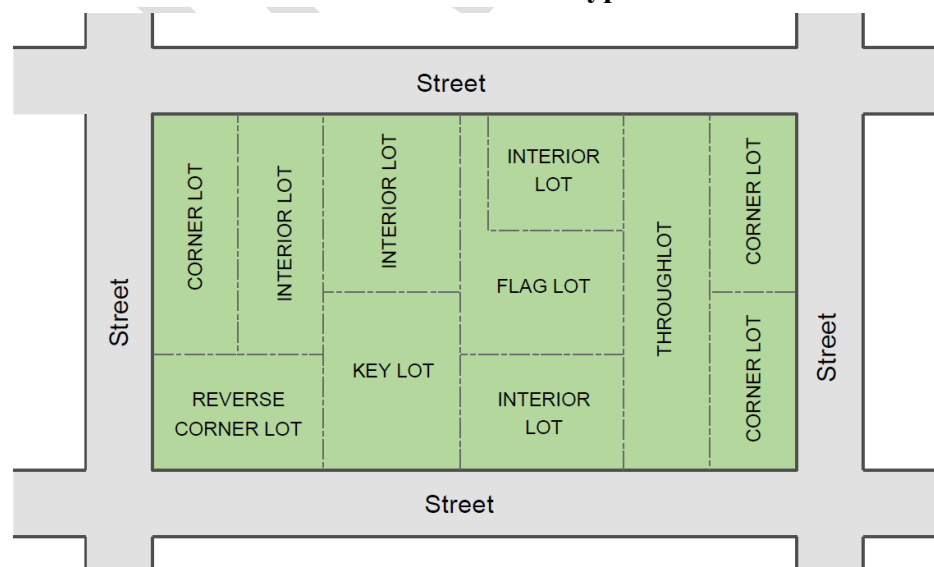
138. Kindergarten

A school or class of young children four (4) to six (6) years old that develops basic skills and social behavior by games, handicraft, and other means.

139. **Kiosk**
A freestanding structure located within a pedestrian circulation area and used for the posting of notices or advertisements, or the sale of food, flowers, newspapers, or other goods approved by the City.
140. **Land Planner**
A person(s) other than Surveyors or Engineers who also possess and can demonstrate a valid proficiency in the planning of residential, commercial, industrial, and other related developments; such proficiency often having been acquired by education in the field of landscape architecture or other specialized planning curriculum or by actual experience and practice in the field of land planning and who is a member of the American Planning Association.
141. **Laundry, Dry Cleaning Drop-Off/Pick-Up**
Fabrics, clothes, and linens cleaning shop or drop-off/pick-up station that serves as an outlet for a larger off-site facility and does not exceed six thousand (6,000) square feet of Floor Area.
142. **Library**
A resource center open to the public that typically contains collections of books, periodicals, films, and recorded music for its patrons to read, borrow, or refer to; in addition, these facilities often include computer/internet access, meeting room space, study rooms, and snack bars.
143. **Light Industrial and Assembly Processes**
The fabrication, assembly, and packaging of finished products or parts, predominantly from previously prepared materials, but excluding basic industrial processing. Processes may not emit detectable dust, odor, smoke, gas or fumes beyond the bounding property lines of the lot or tract upon which the use is located and may not generate noise or vibration at the property boundary that is generally perceptible in frequency or pressure above the ambient level of noise in the adjacent areas. Differs from Heavy Industrial or Manufacturing Operations use classification due to the minimal impacts on surrounding properties.
144. **Light Trespass**
Light emitted from fixtures designed or installed in a manner that unreasonably causes light to fall on a property other than the one where the light is installed.
145. **Lighting**
Any source of light that does not include natural light emitted from celestial objects or fire. The term includes any type of lighting, fixed or movable, designed or used for outdoor illumination of buildings or homes, including lighting for billboards, streetlights, canopies, gasoline station islands, searchlights used for advertising purposes, externally or internally illuminated on- or off-premises advertising signs, and area-type lighting. The term includes luminous elements or lighting attached to structures, poles, the earth, or any other location.

146. **Liquor Store**
Establishments engaged in the sale of alcoholic beverages for off-premises consumption.
147. **Lot**
Land occupied or to be occupied by a building and its Accessory Structures, together with such open spaces as are required under this Ordinance and having its principal frontage upon a street or officially approved place.
148. **Lot, Corner**
A lot situated at the junction of two (2) or more streets.
149. **Lot, Flag**
A lot located behind another lot connected to the street by an area narrower than the full lot width.
150. **Lot, Interior**
A lot that does not have side lot frontage on any street.
151. **Lot, Key**
A lot that adjoins the rear property line of a corner lot and fronts on a secondary street.
152. **Lot, Reverse Corner Lot**
A corner lot in which the side lot line (along the corner side yard) intersects with the front yard line of the adjoining lot.
153. **Lot, Through**
An interior lot having frontage on two streets. Such through lot shall provide a front yard on each street.

Illustration of Lot Types



154. **Lot Depth**
The mean horizontal distance from the front street line to the rear line.
155. **Lot Frontage**
The horizontal distance between the side lot lines measured at the point where the side lot lines intersect the street right-of-way. All sides of a lot that abuts a street shall be considered frontage.
156. **Lot Lines**
The lines bounding a lot as defined herein.
157. **Lot of Record**
A lot that is part of a subdivision, a map of which has been recorded in the office of the County Clerk.
158. **Lot Width**
The mean horizontal distance between side lines measured at right angles to the depth.
159. **Low Impact Design**
Low Impact Design is an approach to land planning and engineering to promote green infrastructure. It emphasizes conservation and use of on-site natural features to protect storm water quality, alternative energy systems, water conservation, use of recycled materials, and other similar attributes in order to minimize the ecological footprint of a development.
160. **Lumen**
The unit of measurement used to quantify the amount of light produced by a bulb or emitted from a fixture (as distinct from “watt,” a measure of power consumption). For the purposes of this Ordinance, the lumen output values shall be the initial lumen output ratings of a lamp as defined by the manufacturer, multiplied by the lamp efficiency. Lamp efficiency of 95% shall be used for all solid-state lamps and 80% for all other lamps, unless an alternate efficiency rating is supplied by the manufacturer. The initial lumen rating associated with a given lamp is generally indicated on its packaging or may be obtained from the manufacturer. (Abbreviated lm).
161. **Lumens per Acre**
The total number of lumens produced by all lamps utilized in outdoor lighting on a property divided by the number of acres, or part of an acre, with outdoor illumination on the property.
162. **Luminous Elements (of a light fixture)**
The lamp (light bulb), any diffusing elements, and surfaces intended to reflect or refract light emitted from the lamp individually or collectively comprise the luminous elements of a light fixture (luminaire).

163. Manual on Uniform Traffic Control Devices

The Manual on Uniform Traffic Control Devices “MUTCD” defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to public traffic.

164. Manufactured Housing

Any one of three types of prefabricated housing products that are typically manufactured or assembled at a location other than the end user's permanent site, and that are regulated by the Texas Manufactured Housing Standards Act (Article 5221f and 5221f-1, V.A.C.S.) and the Texas Occupations Code Chapter 1202. Industrialized Housing and Buildings. For the purpose of this Ordinance, there are three types of manufactured homes:

a. Mobile Home

A mobile home is any manufactured home that was constructed prior to June 15, 1976. As governed by the definition within the Texas Manufactured Housing Standards Act (Article 5221f), a movable dwelling designed to be transported on its own chassis on the highway (either intact or in major sections) by a prime mover, that is constructed with a base section so as to be independently self-supporting, and that does not require a permanent foundation for year-round living.

b. Manufactured Home

Manufactured Homes are regulated by HUD Code. A HUD-Code manufactured home is also defined as a movable manufactured home that was constructed after June 15, 1976. A HUD-Code manufactured home will display a red certification label on the exterior of each transportable section. As governed by the definition within the Texas Manufactured Housing Standards Act (Article 5221f), a movable dwelling designed to be transported on the highway, either intact or in major sections, by a prime mover, that can be used as a residential dwelling either with or without a permanent foundation.

c. Modular Home

Modular Homes are regulated the same as a traditional home. Industrialized homes must meet all applicable local codes and zoning regulations that pertain to construction of traditional site constructed ("stick built") homes. As governed by the definition within the Texas Manufactured Housing Standards Act (Article 5221f-1.), a structure or building module that is transportable in one or more sections on a temporary chassis or other conveyance device, and that is designed to be installed and used by a consumer as a permanent residence on a permanent foundation system. The term includes the plumbing, heating, air-conditioning and electrical systems contained in the structure. The term does not include a Mobile Home or Manufactured Home as defined in the Texas Manufactured Housing Standards Act (Article 5221f, V.A.C.S.).

165. Marquee

A shelter projecting from and supported by the exterior wall of a building constructed of rigid materials on a supporting framework. A marquee is distinguished from a canopy in that a marquee is cantilevered, whereas a canopy is supported by posts or other devices beyond the building wall.

- 166. Medical Clinic**
A group of offices for one or more physicians, surgeons, chiropractors, dentists, or other related healthcare professionals engaged in treating the sick or injured, but not including rooms for the abiding of patients.
- 167. Mixed-Use**
A development that integrates a variety of land uses typically including residential, office, and retail uses.
- 168. Mixed-Use Building**
A structure that integrates a variety of uses typically including residential, office, and retail.
- 169. Multitenant Center**
A commercial, office or industrial development where there are located several separate business activities having appurtenant shared facilities, such as driveways, parking and pedestrian walkways, and that is designed to provide a single area in which the public can obtain varied products and services. Distinguishing characteristics of a multitenant center may, but need not, include common ownership of the real property upon which the development is located, common wall construction, and multiple occupant use of a single structure. A Multitenant Center is commonly referred to as a “commercial strip center”, “business park” or “office building”. This specifically excludes flea markets.
- 170. Multi-Use Path**
A path in the public right-of-way that is physically separated from motor vehicle traffic by an open space or barrier primarily for use by bicyclists and pedestrians for transportation and recreation purposes.
- 171. Net Site Area**
Includes only the portions of a site that lie in an uplands zone and have not been designated for wastewater irrigation. Net site area is also the aggregate of: one hundred (100) percent of the land with a gradient of fifteen (15) percent or less; forty (40) percent of the land with a gradient of more than fifteen (15) percent and not more than twenty-five (25) percent; and twenty (20) percent of the land with a gradient of more than twenty-five (25) percent and not more than thirty-five (35) percent.
- 172. Net Site Depth**
The depth of all developable land.
- 173. Net Site Width**
The width of all developable land along and fronting onto the primary street.
- 174. Nonconformance**
A condition that occurs when, on the effective date of adoption of this code or a previous ordinance or on the effective date of an ordinance text amendment or rezoning, an existing lot, structure, building, sign, development, or use of an existing lot or structure does not conform to one or more of the regulations currently applicable to the district in which the lot, structure, building, sign, development, or use is located.

175. Nondepository Financial Institution/Payday Lending Establishment

Any check cashing business, payday advance/loan business, car title or credit access business, pawnshop, including such businesses leasing space within another business to perform such functions. Nondepository financial institution excludes: a state or federally chartered bank, savings and loan association or credit union. See also Texas Finance Code Chapter 393, as amended.

176. Nonresidential Use

Any use other than a residential use.

177. Object

A physical item associated with a specific setting or environment that is movable by nature or design, such as statuary in a designed landscape. The term object is used to distinguish from buildings and structures those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed.

178. Octave Band

A level of frequency measured in cycles per second detected by a Sound Level Meter used for measurement of noise. "Noise" consists of two characteristics – frequency (octave bands) and loudness (decibels). Higher frequencies have a higher-pitched sound, while lower frequencies have lower-pitched sounds that are less noticeable to the human ear; therefore, lower octave bands can have higher decibels while producing an equivalent level of disturbance.

179. Official Vesting Date

The date Pursuant to Texas Local Government Code Chapter 245, an Applicant secured permitted for a project under previous regulations.

180. Official Zoning District Map

The official map upon which the boundaries of the various zoning districts are drawn and which is maintained by the City.

181. Open Space Building

An open space building includes decks, fountains, pavilion, picnic shelter, public art display, sport courts, terrace, playground equipment or other structures that add a recreational element to the primary use of the land.

182. Operated or Causes to be Operated

Operated or causes to be operated means to cause to function or to put or keep in operation. A person may be found to be operating or causing to be operated a use, whether or not that person is an owner, part owner, licensee, or manager of the establishment.

183. Ordinary Maintenance

Repair of any exterior or architectural feature of a landmark or property within a historic district which does not involve a change to the architectural or historic value, style, or general design. In-kind replacement or repair is included in this definition of ordinary maintenance.

184. **Ornamental Grasses**
Decorative grasses used in landscaping.
185. **Ornamental Tree**
A smaller tree intended to provide aesthetic benefit rather than significant shade.
186. **Outdoor Amenity Zone**
The portion of developable land that must be allocated for outdoor uses.
187. **Outside Display**
The temporary outside display of finished goods for retail purposes during business operating hours. Finished goods are specifically intended for immediate retail sales and are not intended nor used as an area for the continuous keeping or storage (i.e., Outside Storage) of such finished goods. Outside display does not include products in closed boxes, crates, other kinds of containers, or uses considered outdoor storage.
188. **Outdoor Lighting**
Nighttime illumination of an outside area or object by any manmade device that is located outdoors and produces light.
189. **Outside Storage**
The continuous keeping or storage of any finished or unfinished goods, materials, merchandise, or equipment outside of a building for more than twenty-four (24) hours.
190. **Overlay District**
Zoning, applied over one or more other districts, creates a second, mapped zone that is superimposed over the conventional zoning districts. Overlay district typically provides for a higher level of regulations in certain designated areas.
191. **Owner**
The individual, corporation, partnership, or other legal entity in whom is vested the ownership, or title of property.
192. **Park or Playground, Public**
An open recreational facility or park available to the general public.
193. **Parking Setback**
The minimum amount of space required between a lot line and the parking area line.
194. **Parking Space**
Open space or garage space reserved exclusively for the parking of a vehicle.
195. **Pavement Width**
The portion of a street available for vehicular traffic. Where curbs are laid, it is the portion between the face of the curbs.
196. **Pawn Shop**
An establishment where money is loaned on the security of personal property.

- 197. Pedestrian Zone**
The area between the private lot line and the edge of the vehicular lane. A public frontage usually includes walkways, planters, and lighting (i.e. such as the public sidewalk).
- 198. Perimeter Street**
A street that abuts a parcel of land to be subdivided on one side.
- 199. Person**
An individual, firm, association, organization, partnership, trust, foundation, company, or corporation.
- 200. Planning and Zoning Commission**
The Planning and Zoning Commission of the City.
- 201. Plat**
A map or chart of the subdivision, lot, or tract of land. It shall include the term plan, plat, or re-plat, in either singular or plural.
- 202. Pre-Application Meeting**
A meeting between the prospective Applicant and City staff to exchange information in a non-binding manner.
- 203. Primary Street**
A street that is predominately bordered by front lot lines and which the front façade of a structure would normally face.
- 204. Principal Use**
The primary or predominant use of any lot or building.
- 205. Printing Press/Duplication Shop or Mailing Center**
An establishment in which the principal business consists of duplicating and printing services using photocopy, blueprint, or offset printing equipment, including publishing, binding, and engraving; or a commercial business that conducts the retail sale of stationery products, provides packaging and mail services (both U.S. Postal Service and private service), and provides mailboxes for lease.
- 206. Progress towards Completion**
Progress towards completion of the project shall include any one of the following:
- a. An Application for a Final Plat or plan for development is submitted.
 - b. A good-faith attempt is made to file with the City or County an Application for a Permit necessary to begin or continue towards completion of the project.
 - c. Costs incurred for developing the project including, without limitation, costs associated with roadway, utility, and other infrastructure facilities designed in whole or in part to serve the project (exclusive of land acquisition) in the aggregate amount of five (5) percent of the most recent appraised market value of the real property on which the project is located.
 - d. Fiscal security is posted with a regulatory agency to ensure performance of an obligation required by the regulatory agency.
 - e. Utility connection fees for the project have been paid to a regulatory agency.

207. Public Improvement

Any Improvement, facility, or service together with its associated public site, Right-of-Way or easement necessary to provide transportation, storm drainage, public or private utilities, parks or recreational, energy or similar essential public services and facilities, for which the City ultimately assumes the responsibility, upon a Letter of Final Acceptance being issued, for maintenance, operation, or ownership.

208. Record Drawings (“As Builts”)

A group of drawings or plans that depicts the final configuration of the installed or constructed improvements of a development. Improvements must have been verified by the contractor as their installation or construction occurs during development. The Record Drawings shall reflect the Construction Plans (or working drawings) used, corrected, or clarified in the field.

209. Recreational Vehicle

A vehicle that is (i) built on a single chassis; (ii) 400 square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

210. Regularly

Featuring, promoting, performing, permitting, doing, or advertising an event or other happening or occurrence on a recurring or routine basis involving any length of time.

211. Residential District

A district where the majority of land is used for residential purposes as defined in the Zoning Regulations.

212. Residential Use

Use of a structure as a residence.

213. Restaurant or Cafeteria, with Curb or Drive-Thru Service

An establishment engaged primarily in the business of preparing food and purveying it. Customer orders or service may be by means of a window designed to accommodate automobile traffic. Consumption may be either on or off the premises.

214. Retail, Big Box

A singular retails or wholesale user who occupies not more than 50,000 square feet of gross floor area, typically requires high parking to building area ratios, and has a regional sales market.

215. Retail Store, Shop

An establishment engaged in selling of goods/merchandise to the general public for personal/household consumption and rendering services incidental to such sales.

216. Retaining Wall

A non-building, structural wall supporting soil loads.

217. Right-of-Way

A parcel of land occupied or intended to be occupied by a street or alley. A Right-of-Way may be used for other facilities and utilities, such as sidewalks, railroad crossings, electrical communication, oil or gas, water or sanitary or storm sewer facilities, or for any other use. The use of Right-of-Way shall also include parkways and medians outside of pavement. For platting purposes, the term “Right-of-Way” shall mean that every Right-of-Way shown on a Final Plat is to be separate and distinct from the lots or parcels adjoining such Right-of-Way and not included within the dimensions or areas of such lots or parcels.

218. Rock/Crushed Rock Landscape Base

Stone or crushed stone material used for landscaping.

219. School, Private or Public

Includes all school facilities providing Pre-K–12 education (pre-kindergarten, kindergarten, elementary schools, middle schools, and high schools).

220. Seamstress or Tailor Shop

Establishments primarily engaged in manufacturing or modifying clothing.

221. Secondary Street

A street not bordered by front lot lines of any lots. For example, a secondary street might be fronted by only corner lots, with the front lot lines for those lots being located only on streets perpendicular to the secondary street.

222. Setback

The minimum amount of space required between a lot line and a building line.

223. Setback Line

A line within a lot, parallel to and measured from a corresponding lot line, establishing the minimum required yard, and governing the placement of structures and uses on the lot.

224. Shade Tree

A plant having at least one well-defined stem or trunk at least three (3) inches in caliper and has a canopy that screens and filters the sun.

225. Short Term Rental

The rental for compensation of a dwelling, as defined in the IRC (International Residential Code), for the purpose of overnight lodging for a period of not less than one (1) night and not more than thirty (30) days other than ongoing month-to-month tenancy granted to the same renter for the same unit. Short Term Rental is a commercial use and not permitted in residential districts.

226. Shrubs

Woody plants that usually remain low and produces shoots or trunks from the base; it is not usually tree-like or single-stemmed.

- 227. Site**
The location of a significant event, a prehistoric or historic occupation or activity, or a structure, whether standing, ruined, or vanished, where the location itself possesses historical, cultural, or archeological value regardless of the value of any existing structure.
- 228. Site Plan**
A Site Plan is a detailed, scaled drawing of all surface improvements, structures, and utilities proposed for development.
- 229. Small Solar Energy Systems**
Any device that relies upon direct sunlight as an energy source, including but not limited to any device that collects sunlight for generating energy for use on-site; used to produce power for the same property/building on which the system is located.
- 230. Specific Use Permit**
An approval for a specific use that has been determined to be more intense or to have a potentially greater impact than a use permitted-by-right within the same zoning district.
- 231. Stable**
An accessory building having stalls or compartments where animals, excluding dogs and cats, are sheltered and fed.
- 232. Stadium or Play Field**
An athletic field or stadium owned and operated by a public agency for the general public including a baseball field, golf course, football field or stadium.
- 233. Start of Construction**
The date the building permit was issued, provided the actual Start of Construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within one hundred eighty (180) days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.
- 234. Storage Units, Mini**
A building(s) containing separate, individual self-storage units for rent or lease. The conduct of sales, business, or any activity other than storage may not occur within any individual storage unit.
- 235. Storefront**
Storefronts are defined as the part of the building that fills the structural bay on the front façade at ground level.
- 236. Story**
That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above. It is measured as the vertical distance from top to top of two successive tiers of beams or finished floor surfaces and, for the topmost story, from the top of the floor finish to the top of the ceiling joists or, where there is not a ceiling, to the top of the roof rafters.

237. **Street**
A public Right-of-Way that provides vehicular traffic access to adjacent lands.
238. **Street, Arterial**
An Arterial Street as indicated by the Garden Ridge Transportation Master Plan.
239. **Street, Collector**
A Collector Street as indicated by the Garden Ridge Transportation Master Plan.
240. **Street, Local**
A Local Street as indicated by the Garden Ridge Transportation Master Plan.
241. **Street Width**
The shortest distance between the property or easement lines that delineate the Right-of-Way of a street.
242. **Structural Alterations**
Any change in any supporting member of a building, such as a bearing wall, column, partition, beam, or girder, or a change in the pitch or height of the roof.
243. **Structure**
A term used to distinguish specific types of functional constructions from buildings that are usually made for purposes other than creating shelter. For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.
244. **Subdivider**
Any person or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision. In any event, the term “subdivider” shall be restricted to include only the owner, equitable owner or authorized agent of such owner or equitable owner, of land to be subdivided.
245. **Subdivision**
The division of a tract or parcel of land into two or more parts or lots for the purpose, whether immediate or future, of sale or building development or transfer of ownership with the exception of transfer to heirs of an estate and shall include re-subdivision. Any other subdivision or re-subdivision of land contemplated by the provisions of Chapter 212, Local Government Code.
246. **Substantial Damage**
Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed fifty (50) percent of the fair market value of the structure before the damage occurred. Substantial damage is cumulative of the total value of restorations from all flood events to that structure.

247. Substantial Improvement

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure before "Start of Construction" of the improvement. This term includes structures which have incurred "substantial damage" regardless of the actual repair work performed. The term does not, however, include any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to insure safe living conditions.

248. Surveyor

A licensed State Land Surveyor or a Registered Professional Land Surveyor, as authorized by the State to practice the profession of surveying.

249. TCEQ

Texas Commission on Environmental Quality and its successor agencies.

250. Temporary Building

A temporary, modular structure or shelter used in connection with the construction of a development or building project, or for the temporary placement of offices, classrooms, or similar purposes.

251. Temporary Lighting

Lighting intended for uses which by their nature are of limited duration, for example holiday decorations, civic events, or construction projects.

252. Thoroughfare

See Arterial Street.

253. Trailer

A portable unit designed to move on wheels from location to location by automobile or truck.

254. Transparency

Glass or other transparent or translucent materials that are installed on the exterior façade.

255. Transportation Master Plan

The plan that guides the development of adequate circulation within Garden Ridge and connects the Garden Ridge street system to regional traffic carriers. Also, referred to as the Thoroughfare Plan.

256. Travel Lane

A lane used for the movement of vehicles traveling from one destination to another, not including shoulders.

257. **Turf Grass**
Grassy groundcovering used for landscaping.
258. **Uplighting**
Lighting that is directed in such a manner as to project light rays above the horizontal plane running through the lowest point on the fixture where light is emitted.
259. **Underground Storage Tank**
Any one or combination of underground tanks and any connecting underground pipes used to contain an accumulation of regulated substances, the volume of which, including the volume of the connecting underground pipes, is ten (10) percent or more beneath the surface of the ground. See Texas Administrative Code Title 30 Environmental Quality.
260. **Vertical Clearance**
A space left open and unobstructed by fences, structures, shrubs, trees, or other plant life along streets at the corner in front of the building line of lots contiguous to intersecting streets.
261. **Vested Rights Petition**
A request for relief from any standard or requirement of the Ordinance's Zoning Regulations or Subdivision Regulations and Development Standards based on an assertion that the Applicant (petitioner for relief) has acquired a vested right under previous regulations.
262. **Water Department**
The City of Garden Ridge's Water Department.
263. **Water Quality Control**
A structure, system, or feature that provides water quality benefits by treating stormwater run-off. These are also referred to as best management practices ("BMPs").
264. **Warehouse**
Facilities characterized by extensive warehousing, frequent heavy trucking activity, open storage of material, or nuisances such as dust, noise, and odors, but not involved in manufacturing or production.
265. **Wholesale Center**
An establishment or place of business primarily engaged in selling or distributing merchandise to retailers; to industrial, commercial, institutional, or professional business users; and to other wholesalers.
266. **Winery, Micro**
An establishment that produces up to 250,000 gallons of wine, which may be consumed on or off site. Such businesses hold a Winery Permit issued and regulated by the Texas Alcoholic Beverage Commission.

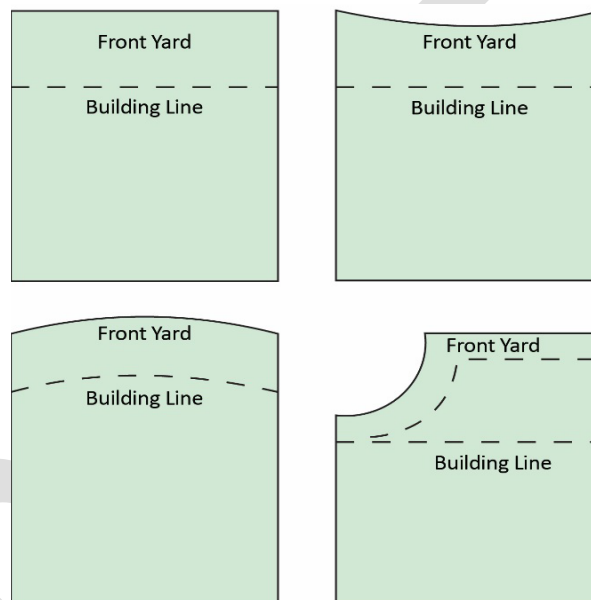
267. Yard

An open space other than a court, on the same lot with a building, unoccupied and unobstructed from the ground upward, except as otherwise provided herein. In measuring to determine the width of a side yard, the depth of a front yard or the depth of a rear yard, the least horizontal distance between the lot line and the main building shall be used.

268. Yard, Front

A yard across the full width of a lot extending from the front line of the main building to the front street line of the lot.

Front Yard Determination



269. Yard, Rear

A yard extending across the full width of the lot and measured between the rear line of the lot and rear line of the main building, except that area included in the side yard as defined below.

270. Yard, Side

A yard between the building and the side line of the lot and extending from the front yard to the required minimum rear yard.

271. Yard, Side Exterior

The side yard on a corner lot or reverse corner lot that is adjacent to a street.

272. Yard, Side Interior

A side yard which is not adjacent to a street.

273. Zoning

A police power measure, enacted by a municipality, including the City, in which the community is divided into districts or zones within which permitted and special uses are established as are regulations governing lot size, building bulk, placement, and other development standards.

Section 5. Fee Schedule

Zone Change

Rezoning (Zoning Map Amendment)	\$ 1,200.00
Zoning Regulation Appeal Fee	\$ 1,500.00
Zoning Special Exception	\$ 1,500.00

Variance

Variance to Zoning Ordinance – Residential	\$ 500.00
Variance to Zoning Ordinance – Non-residential	\$ 1,000.00
Variance for Land Use Zoning – Residential	\$ 1,000.00
Variance for Land Use Zoning – Non-residential	\$ 2,000.00

Specific Use Permit (SUP)

Specific Use Permit (SUP)	\$ 2,000.00*
Specific Use Permit (SUP) Extension (per extension)	\$ 500.00

* \$50.00 per lot plus engineering fees incurred by the City for consultation/review

Specific Use Permit (SUP) for Outdoor Antennas

Video or Internet Reception Systems (Section 3.03.02.) – Residential	\$ 750.00
Video or Internet Reception Systems (Section 3.03.02.) – Non-residential	\$ 2,000.00
Amateur Communications (Section 3.03.04.) – Residential	\$ 500.00
Amateur Communications (Section 3.03.04.) – Non-residential	\$ 1,000.00
Wireless Communication Service Towers (Section 3.03.03.)	SEE BELOW
Commercial and Industrial Radio Service (Section 3.03.05.)	SEE BELOW

Network Nodes Permit Application and Fees

The following are due at time of application submittal for the small cell right-of-way permit:

- \$500.00 for each permit application containing up to five (5) network nodes; maximum of 30 (thirty) network nodes per application.
- \$250.00 for each additional network nodes beyond five (5).
- \$250.00 per year per network node site rental fee; annual CPI adjustment with 60 (sixty) days written notice.

Nodes Support Poles Permit Application and Fees

- \$1,000.00 for each new network-node-support pole.
- \$250.00 per year per network node site rental fee; annual CPI adjustment with 60 (sixty) days written notice.

Transfer Facility Application and Fees

- \$500.00 for each permit application containing up to five (5) network nodes; maximum of 30 (thirty) network nodes per application.
- \$250.00 for each additional network nodes beyond five (5).
- \$28.00 per node, per month rental fee for transport facilities.

Planned Use Development (PUD)

Planned Use Development (PUD)	\$ 2,000.00*
* \$50.00 per lot plus engineering fees incurred by the City for consultation/review	

Platting

Annexation	\$ 1,000.00
Master Plan	\$ 1,000.00*
Minor Plat	\$ 500.00*
Amending Plat/Vacating Plat/Replat	\$ 1,000.00*
Preliminary Plat	\$ 1,200.00*
Final Plat	\$ 1,500.00*
Recording Fees	Comal County Fee Schedule
* \$50.00 per lot plus engineering fees incurred by the City for consultation/review	

Tree Mitigation

Tree Removal Permit	\$ 500.00
Fee in Lieu of Tree Mitigation	cost of replacement tree + installation

Short Term Rental

Short Term Rental Operating License Fee	\$ 206.00
Short Term Rental Operating License Renewal Fee (annual)	\$ 128.00
City Inspection Fee	\$ 100.00

Garage Sale

Garage Sale Permit Fee (per sale)	\$ 10.00
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City of Garden Ridge

"A way of life, not just a place to live"

March 1, 2022

To: Chair Mueller and Water Commission
From: City Administrator Cain

Re: Overman Development (3/22/15 Concept Master Plan)
Transferable Water Rights

Tony Overman has requested confirmation and determination of the number of acre-feet of transferable water rights that he would be required to transfer to the City of Garden Ridge for a proposed retail development at the southeast corner of the 2252/3009 intersection. Mr. Overman has submitted the Application for Water and Wastewater Utility Service Worksheet based on a Concept Master Plan dated March 22, 2015, which has not been presented or approved by the City of Garden Ridge.

The Application for Water and Wastewater Utility Service and the Concept Master Plan dated March 22, 2015 are attached. The Water Services portion of the application projects there will be six (6) 1.5" meters utilized in the Concept Master Plan, which calculates to 21.39 acre-feet of water.

Garden Ridge Ordinance 7 requires that a developer provide the City with transferable water rights to support their development and ensure an adequate supply of water is maintained for existing customers. The transferable water rights will need to be Edwards water rights. Based on the Concept Master Plan dated March 22, 2015, it is recommended that Mr. Overman transfer a minimum of 21.39 acre-feet of Edwards water rights to the City of Garden Ridge; however, if the Master Plan Mr. Overman submits for approval by the City differs from the aforementioned plan, then the determination of transferable water rights must be recalculated based on the plan submitted for approval. Additionally, the final determined amount of water rights must be transferred to the City prior to filing of the final plat for the project.

Respectfully,

Nancy Cain
City Administrator

The Ridge at Garden Ridge, LLC

Re: City of Garden Ridge Water Commission Request

Date: 2-23-2022

Water Commissioner and Board,

I am requesting the confirmation and determination of the number acre feet of water rights that will be required by the city of Garden Ridge in order to develop the proposed retail development at the corner of FM 2252 and FM 3009.

Based off of the calculations from my civil engineer and the city of Garden Ridge water and wastewater utility service worksheet, it has been determined that my proposed project will need 33.8 LUE's. The formula that was sent to me by the city manager stated that by calculating the formula below, that would determine the number of acre feet of water that would be required.

33.8 LUE's X 565 gallons per day X 365 days per year / divided by 325,851
gallons per acre feet = **21.39 acre feet of water needed.**

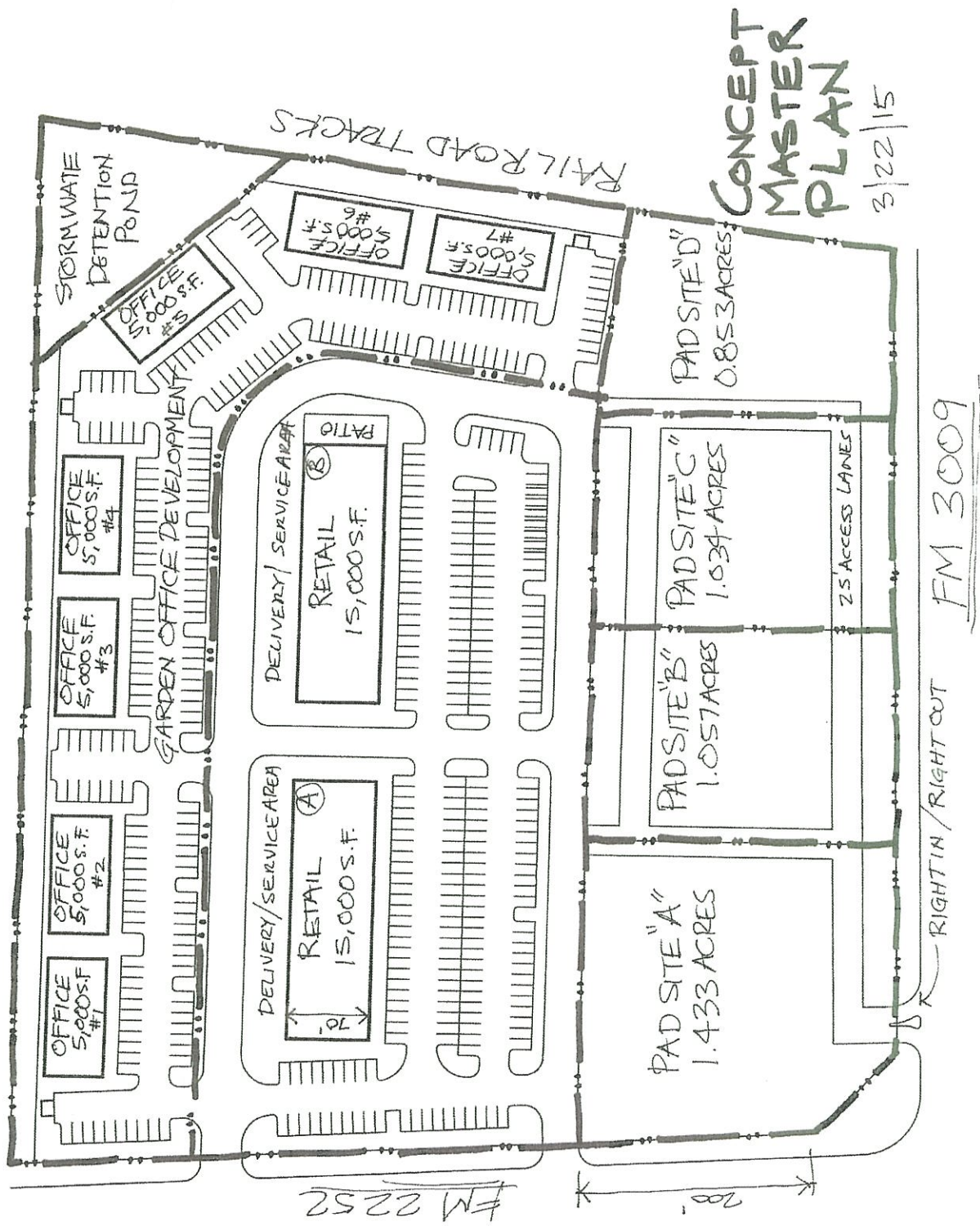
I am asking the city to approve 21.39 acre feet of water needed for any and all of my proposed development on the corner of FM 2252 and FM 3009. This calculation is based off of the estimated and speculative square footage listed.

Retail Space	8,000 square feet
Restaurants	10,000 square feet
Fast Food	10,000 square feet
Office, Medical and Other	40,000 square feet

I am asking for a decision and to be placed on the agenda for the March 15th, 2022 water commission meeting.

Thank you, Tony Overman

[REDACTED]



RAIL ROAD TRACKS

CONCEPT MASTER PLAN

3/22/15

STORMWATER DETENTION POND

OFFICE #1
5,000 S.F.

OFFICE #2
5,000 S.F.

OFFICE #3
5,000 S.F.

OFFICE #4
5,000 S.F.

GARDEN OFFICE DEVELOPMENT

DELIVERY/SERVICE AREA

RETAIL (A)
15,000 S.F.

DELIVERY/SERVICE AREA

RETAIL (B)
15,000 S.F.

PATIO

PAD SITE "A"
1.433 ACRES

PAD SITE "B"
1.057 ACRES

PAD SITE "C"
1.034 ACRES

PAD SITE "D"
0.853 ACRES

25 ACCESS LANES

RIGHT IN / RIGHT OUT

FM 3009

FM 2252

20'

CITY OF GARDEN RIDGE
APPLICATION FOR WATER AND WASTEWATER UTILITY SERVICE WORKSHEET

Application Date:				
SERVICE ADDRESS:		CCAD Parcel 74501		
ACCOUNT SETUP FEES (DEPOSIT)		COST		
APPLICATION FEE		\$100		
WATER SERVICE FEES				
Water LUE (average)		565		gallons per day
ITEM		COST PER UNIT		
City of Garden Ridge Impact Fees vary based on meter size.	Meter Size	LUE Ratio	Number of Meters	Charge per Meter
	Meter Size 5/8"	1		
	Meter Size 3/4"	1.5		
	Meter Size 1"	2.5		
	Meter Size 1.5"	5	projecting 6	
	Meter Size (Capacity 80 GPM) 2"	8		
	Meter Size 3"	15(D)/18(T)		
	Meter Size 4"	25(D)/30(T)		
	Meter Size 6"	50(D)/60(T)		
	Meter Size 8"	90(T)		
WATER CAPITAL RECOVERY FEES				
Note: (D) - Displacement Meter and (T) - Turbine Meter				
WATER IMPACT FEES	COST PER LUE	NUMBER OF LUEs	FEES	
City of Garden Ridge (Per LUE)	\$4,581	19,100 gpd = 33.8 LUEs		
WATER IMPACT FEES (DEPOSIT)				



City of Garden Ridge

"A way of life, not just a place to live"

LEGAL NOTICE
NOTICE OF PUBLIC HEARING
CITY OF GARDEN RIDGE
CITY COUNCIL
(ZONING BOARD OF ADJUSTMENT)

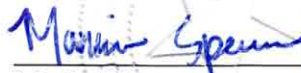
The City Council (Zoning Board of Adjustment) of the City of Garden Ridge, Texas, will conduct a public hearing on Wednesday, April 6, 2022, at 6:00 p.m. in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

The purpose of the public hearing will be to consider a petition by Ralph and Beola Bradley for a variance to Ordinance No. 13-122018, Section 5, Residential, 5.1.7.2.4.2. Side Yards, Interior Lots, to allow an encroachment of an existing shed ten (10) feet into the fifteen (15) foot side yard setback along the southeast property line of their property at 19808 Regency Run further known as Lot 2, Block 1, Regency Oaks Subdivision, Unit 1.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on this matter. Alternatively, written comments on this matter may be submitted in accordance with the ***City of Garden Ridge Notice of Procedures for Written Comments during Public Hearings*** posted on the City's Website.

The meeting can be viewed live on the City's YouTube Channel and will be archived on the City's Website for on demand viewing. Please feel free to contact City Hall at 210-651-6632 if you need additional information on this matter.

This is to certify that I, Marisa Spencer, posted this Legal Notice at 1:00 p.m. on March 17, 2022, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary



City of Garden Ridge

"A way of life, not just a place to live"

NOTICE OF PROCEDURES WRITTEN COMMENTS DURING PUBLIC HEARINGS

In an effort to protect public health and limit the potential spread of COVID-19, the City of Garden Ridge is offering an additional option to submit comments for a posted public hearing.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on the matter. Alternatively, written comments on a matter contained in a posted **Notice of Public Hearing** may be submitted *up to two (2) hours before the meeting in which the public hearing will be held* via email to citysecretary@ci.garden-ridge.tx.us.

If citizens submit a written comment but choose to attend the public hearing and speak in person then be advised the written comment will not be read aloud.

When submitting written comments to be included as an official record during a public hearing, the following guidelines must be strictly adhered to and **any comments that fail to adequately meet these guidelines will not be read aloud:**

1. Comments must be received by the City Secretary before the deadline stated above.
2. Each citizen is limited to one 3-minute period, which also applies when the City Secretary is reading comments. Therefore, written comments should be limited to approximately 350 words or less.
3. State your name and address before your comments begin.
4. Direct your comments to the entire Commission/City Council, not to an individual member, nor to the audience.
5. Show the Commission/City Council the same respect that you would like to be shown.

As a reminder, all City Council and Commission meetings can be viewed live on the City's YouTube Channel or the City's Website. Additionally, these videos are bookmarked and archived on the City's Website for convenient on demand viewing.

Please feel free to contact City Hall at 210-651-6632 if you need additional information.

Respectfully,

Marisa Spencer
City Secretary

Planning and Zoning Form 2
APPLICATION FOR VARIANCE
(Type or Print)

1. Date: _____ Case #: _____
2. Applicant Name: Ralph Beck Bradley
(First) (Middle) (Last)
3. Mailing Address: 19808 Regency Run
(Street)
Garden Ridge Tx. 78266
(City) (State) (Zip)
Phone: 210-683-6886 210 316-1878

4. Applicant's relationship to property:
Sole owner (X) Part owner () Other: _____
(Specify)
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)

5. Property location: 19808 Regency Run
(Street address or street property front)

6. Legal description:

Plat: Lot(s) 2 Block(s) 1

Subdivision: Regency Oaks

Acreage: 0.75 (If acreage, provide separate metes and bounds description as attachment 2.)

Property Deed recorded in Comal County Volume # 13 Page # 223-225

7. Cite City Ordinance number, page and paragraph from which variance is needed: _____
5.1.7.2.4.2

8. State what you want to do instead: Shed to remain in place.

SEE LETTER FROM HOME OWNER: ENCLOSED IN PACKET

9. Give reason why a variance should be granted (cost alone is not acceptable): _____
SEE HOME OWNER LETTER ENCLOSED IN PACKET.

10. If you are requesting a variance from City Ordinance 13 requirements, give a dimensioned map with north orientation, scaled 100 or 200 feet per inch, of the property to be rezoned showing all streets and parcels of land within 300 feet of the property as attachment 3. Key each adjoining land parcel to a list of current owners and addresses as attachment 4.

11. Give site plan showing location, dimensions and uses of existing or proposed structures, easements, water sources, fences, curb cuts, street and alley right-of-way lines within one foot of property for which variance is requested, on another map of larger scale, as attachment 5.

12. Identify any deed restrictions on agriculture, residential, business or other use. If none, so state: _____

13. The undersigned hereby requests that the variance identified in this application are granted, in accordance with Garden Ridge City Ordinance 13. I consent to the posting of hearing notices on the said property. I understand that the information provided herein might be used by the City of Garden Ridge for sending required notices to adjacent property owners, if required. I bear full responsibility and liability for any losses or costs incurred by the City, or others, caused by errors or omissions in this application.

14. Applicant Signature: Burt Ralph Bracker

____ Attachments:

1. Owner(s) letters of authorization, if applicable
- ☒ 2. Metes and Bounds description of property, if applicable
3. Map of property
4. List of adjacent property owners
5. Site plan
6. Check for variance fee per Garden Ridge City Ordinance 11.

----- CITY USE ONLY -----
VARIANCE REQUEST

		Date
City Admin.:	Application received	_____
	Application verified	_____
	Fee received \$_____ Check #_____	_____
	Application sent to P&Z	_____
P&Z:	Owners' acceptance of application	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
	P&Z decision on variance	_____
City Council:	P&Z recommendation to City Council	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
City Admin.:	Applicant notified of Council Decision	_____
	Zoning ordinance change published, if required	_____

City of Garden Ridge
City Administrator
9400 Municipal Parkway
Garden Ridge, TX 78266

February 2, 2022

Zoning Variance For:
Beola & Ralph Bradley
19808 Regency Run
Garden Ridge, TX 78266

Dear Planning and Zoning Members,

We are requesting a variance for the above address to seek relief and be able to keep our shed in place. A permit to build a shed back in 2020 was permitted and signed, we the owner relied in good faith on our builder to build the shed according to the zoning code of Garden Ridge and believed at the time that it was built according to the zoning code, upon inspection from the building inspector in 2021 it was brought to our attention that the shed was not within code, and the I could seek and variance, and pay \$500 dollars, at that time I was not aware of a variance and had no knowledge of what it was, the inspector also informed me that it's very wear that it gets approved and we may have to tire it down.

Stressed and frustrated I tried reaching out to the builder of the shed by phone and text message, to date we have not received any response. Although it's not within the zoning code, we the owners do strongly believe that the shed is within good character and good taste with the surrounding homes, it matches our home in color and shingles. Wanted to also point out that we did get a neighbor to sign back in 2020, was told we only needed one neighbor's signature. Both neighbors on both sides at this time are in favor of us having the shed stay in place, signed letters on within the packet.

1. Hardship: The Hardship is due to limitations unique to our property, after further review of the backyard area of our home, which we knew at the time of the build the backyard had a (Steep Slope) which we thought would not be a good idea to allow for the shed to be built on the west side of the yard, the middle of the yard has the outdoor kitchen, the place as we seen it was on the south side of the yard, which is where it stands. Another Hardship is that the (Septic System) spray line run and spray in our back yard, if the shed is built on top of those lines and a problem would rise, we believe that this would cause a significant problem getting to those septic spray lines.
2. Granting the variance will not be detrimental to the public welfare or injurious to the property owners in our area.
3. Granting of the variance would have no effect on any adjoining properties This zoning relief request will not cause any detriment to the common good of our community and our close neighbors. Although it would cause substantial hardship on us the property owner if we have to take the shed down, as the shed serves as storage for Seasonal Decor/ Lawn Equipment and much more.
4. In closing I would like to apologize in advance as I have to the City Administrator and the Building Inspector for any inconvenience we may have caused sincerely. We are asking for

your sincere consideration of our request for favor as we were not aware of the initial issue with our shed. We would like to thank you for your valued time and consideration.

Sincerely

Beola & Ralph Bradley/Property Owners

A handwritten signature in cursive script, appearing to read "Beola & Ralph Bradley". The signature is written in dark ink and is positioned to the right of the printed name.



City of Garden Ridge

"A way of life, not just a place to live"

October 28, 2021

Ralph & Beola Bradley
19808 Regency Run
Garden Ridge TX 78266

You obtained a permit on October 21, 2020 to construct a outbuilding on your property. The permit was valid for one year.

On October 28, 2021, I inspected the outbuilding and found it complete. That inspection has failed per the following:

1. Building infringes on 15 'side setback. As stated on your permit.
2. Failure to call for a pre-pour foundation inspection. As stated on your permit.
3. Failure to obtain an electrical permit.

Please contract me within 7 days so that we may discuss your plan to move forward.

Wilbert Lenz
Building Inspector
City of Garden Ridge
210-247-3739
buildinginspector@ci.garden-ridge.tx.us

CF NO. 8178NC TRINITY TITLE OF TEXAS
 ADDRESS: 19808 REGENCY RUN
 GARDEN RIDGE, TEXAS 78266
 BORROWER: NELSON FROBOESE AND
 MARGIE FROBOESE

**LOT 2, BLOCK 1
 REGENCY OAKS SUBDIVISION, UNIT 1**

A SUBDIVISION IN THE CITY OF GARDEN RIDGE, COMAL COUNTY, TEXAS,
 ACCORDING TO THE PLAT RECORDED
 IN VOLUME 13, PAGES 223-225 OF THE MAP AND PLAT RECORD
 OF COMAL COUNTY, TEXAS

NOTE: EASEMENT PROVISIONS SET OUT IN DIVISION 1.5 OF
 DECLARATIONS PER DOC. NOS. 200008013087 AND 200108032473
 R.P.R.C.G.T.



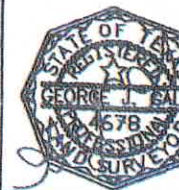
THIS PROPERTY DOES NOT LIE WITHIN THE
 100 YEAR FLOOD PLAIN AS PER FIRM
 PANEL NO. 48091C 0420 F
 MAP REVISION: 05/02/2009
 ZONE: X
 BASED ONLY ON VISUAL EXAMINATION OF MAPS,
 INACCURACIES OF FEMA MAPS PREVENT EXACT
 DETERMINATION WITHOUT DETAILED FIELD STUDY.

A SUBSURFACE INVESTIGATION
 WAS BEYOND THE SCOPE OF THIS SURVEY

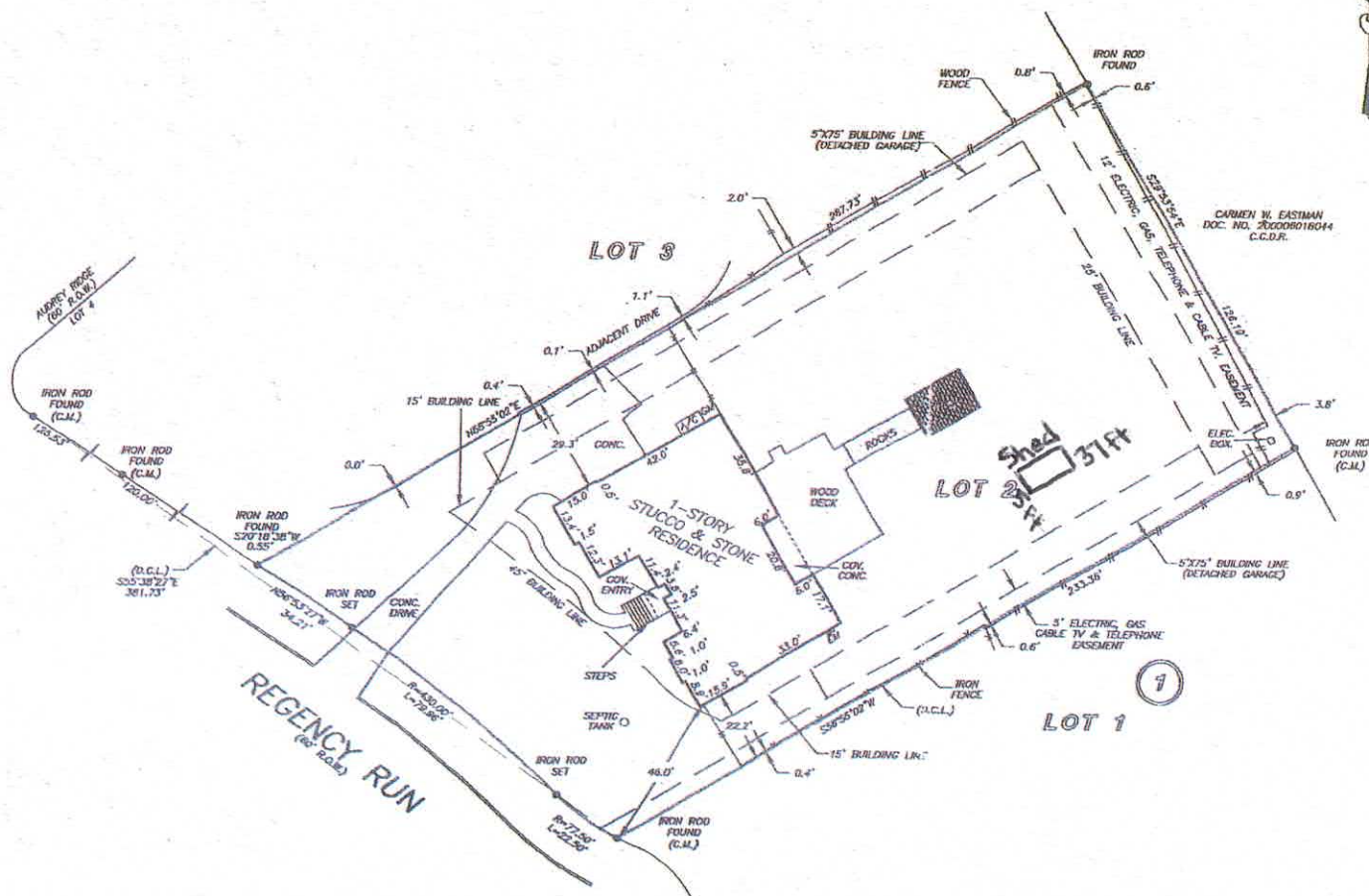
D.C.L.—DIRECTIONAL CONTROL LINE
 RECORD BEARING: VOL. 13, PGS. 223-225, M.P.R.C.G.T.

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE
 ON THE GROUND, THAT THIS PLAT CORRECTLY
 REPRESENTS THE FACTS FOUND AT THE
 TIME OF SURVEY AND THAT THERE ARE NO
 ENCROACHMENTS APPARENT ON THE GROUND,
 EXCEPT AS SHOWN HEREON. THIS SURVEY IS
 CONFIRMED FOR THIS TRANSACTION ONLY AND
 ABSTRACTING PROVIDED BY THE ABOVE
 REFERENCED TITLE COMMITMENT WAS RELIED
 UPON IN PREPARATION OF THIS SURVEY.

GEORGE GALE
 PROFESSIONAL LAND SURVEYOR
 NO. 4678
 JOB NO. SA2012-01334
 FEBRUARY 20, 2012



SCALE: 1" = 40'



PRECISION
 surveyors

1-800-LANDSURVEY
 www.precisionlandsurveyors.com
 281-496-1586 FAX 281-496-1567 210-829-4941 FAX 210-829-1553
 530 THREEWENTYLE STREET SUITE 27079 1777 W. LOOP 410 SUITE 805 SAN ANTONIO, TEXAS 78217

NOTE:

THE CITY OF GARDEN RIDGE, AS PART OF ITS ELECTRIC AND GAS SYSTEM (CITY PUBLIC SERVICE BOARD) IS HEREBY GRANTING THE EASEMENTS AND RIGHTS-OF-WAY FOR ELECTRIC AND GAS DISTRIBUTION AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "GAS EASEMENT," "SERVICE EASEMENT," "OVERHEAD EASEMENT," "UTILITY EASEMENT," AND "TRANSFORMER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING POLES, HANGERS OR BURYING WIRES, CABLES, CONDUITS, PIPELINES, OR TRANSFORMERS, EACH WITH ITS NECESSARY APPURTENANCES TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTOR'S ADJACENT LAND, THE RIGHT TO RELOCATE SAID FACILITIES WITHIN SAID EASEMENT AND RIGHT-OF-WAY AREA, AND THE RIGHT TO REMOVE FROM SAID LAND ALL LAND, PLANTS, TREES, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF SAID LINES OR APPURTENANCES THEREIN. IT IS AGREED AND UNDERSTOOD THAT NO BUILDINGS, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN SAID EASEMENT AREAS.

ANY OTHER MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS EQUIPMENT LOCATED WITHIN SAID EASEMENT DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATIONS.

THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING WATER, SEWER, DRAINAGE, TELEPHONE, CABLE, OR OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES ARE DESCRIBED BELOW:

1. FOR RESIDENTIAL DEVELOPMENT DIRECTLY ADJACENT TO STATE RIGHT-OF-WAY, THE DEVELOPER SHALL BE RESPONSIBLE FOR ADEQUATE SET-BACK AND/OR SOUND ABATEMENT MEASURES FOR FUTURE NOISE MITIGATION.
2. OWNER/DEVELOPER IS RESPONSIBLE FOR PREVENTING ANY ADVERSE IMPACT TO THE EXISTING DRAINAGE SYSTEM WITHIN THE HIGHWAY RIGHT-OF-WAY.
3. MAXIMUM ACCESS POINTS TO STATE HIGHWAY FROM THIS PROPERTY WILL BE REGULATED AS DIRECTED BY "REGULATIONS FOR ACCESS DRIVEWAYS TO STATE HIGHWAYS".
4. IF SIDEWALKS ARE REQUIRED BY APPROPRIATE CITY ORDINANCE, A SIDEWALK PERMIT MUST BE APPROVED BY THE CITY PRIOR TO CONSTRUCTION WITHIN STATE RIGHT-OF-WAY. LOCATION OF SIDEWALKS WITHIN STATE RIGHT-OF-WAY SHALL BE AS DIRECTED BY THE CITY.

ALL LOTS THAT EXISTING EASEMENTS AND SECONDARY EASEMENTS ARE SUBJECT TO THE CITY OF GARDEN RIDGE, TEXAS, AND GAS EASEMENTS UNLESS OTHERWISE NOTED.

NOTE: (1) FIVE (5) FOOT EASEMENT, GAS, TELEPHONE, & C.A.T.V. EASEMENT IS SHOWN ON EACH LOT LINE AS SHOWN ABOVE.

(2) ALL TYPICAL FIVE (5) FOOT EASEMENT, GAS, TELEPHONE, & C.A.T.V. EASEMENTS ARE SHOWN ON EACH LOT LINE. SETBACK LINE WHEN LOTS ARE SEPARATED BY REAR LOT EASEMENTS. EASEMENTS, GAS, TELEPHONE & C.A.T.V. FACILITIES UNLESS OTHERWISE SHOWN ON PLAT.

(3) OWNER'S PROPERTY ADJACENT AREAS ARE ALLIED WITH THE CITY OF GARDEN RIDGE, TEXAS, AND GAS EASEMENTS ARE SHOWN ON EACH LOT LINE. SETBACK LINE WHEN LOTS ARE SEPARATED BY REAR LOT EASEMENTS. EASEMENTS, GAS, TELEPHONE & C.A.T.V. FACILITIES UNLESS OTHERWISE SHOWN ON PLAT.

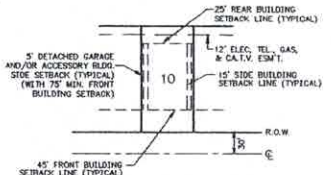
MARIO & ELVIA AVILA
164 WOODVALLEY DR.
ADKINS, TX. 78101
12.00 ACRES
(DOC. # 9806013032) D.R.

LOYDE & MARY A. WALLS
20626 SCHNEIDER LN.
GARDEN RIDGE, TX. 78266-2618
14.04 ACRES
(VOL. 238, PG'S 65-67) D.R.



M.W. CUDE ENGINEERS, L.L.C.
REGENCY OAKS SUBDIVISION, UNIT 1

SCALE: 1" = 100'



TYPICAL LOT LAYOUT

THE CITY ENGINEER OF THE CITY OF GARDEN RIDGE, COMAL COUNTY, TEXAS HEREBY CERTIFIES THAT THIS SUBDIVISION PLAT CONFORMS TO ALL THE REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY AS TO WHICH HIS APPROVAL IS REQUIRED.

Wayne A. Seewald
City Engineer

THIS PLAT OF REGENCY OAKS SUBDIVISION, UNIT 1, WAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF GARDEN RIDGE, TEXAS, AND IS HEREBY APPROVED BY SUCH COUNCIL.

DATED THIS 1st DAY OF March, A.D. 2000

Wayne A. Seewald
City Secretary

LEGEND
INDICATES IRON PIN
SET OR FOUND



STATE OF TEXAS
COUNTY OF BEAR

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY AND MADE UNDER MY SUPERVISION ON THE GROUND.

Wayne A. Seewald
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 3695

SWORN TO AND SUBSCRIBED BEFORE ME ON THE 1st DAY OF FEB. A.D. 2000



CARLOS C. SANDOVAL
Notary Public State of Texas
My Commission Expires
AUGUST 22, 2002

Carlos C. Sandoval
REGISTERED PROFESSIONAL ENGINEER



CARLOS C. SANDOVAL
Notary Public State of Texas
My Commission Expires
AUGUST 22, 2002

STATE OF TEXAS
COUNTY OF COMAL

DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THIS 1st DAY OF FEB. A.D. 2000.

IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE, THIS 1st DAY OF FEB. A.D. 2000.

COUNTY CLERK, COMAL COUNTY, TEXAS

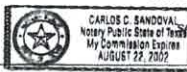
BY: _____

MONROE J. & MARY ANN WEIZ
19597 F.M. 2252
SAN ANTONIO, TX. 78266-2521
64,716 ACRES
(VOL. 280, PG'S 181-182) D.R.

SUBDIVISION PLAT ESTABLISHING REGENCY OAKS SUBDIVISION, UNIT 1

54,248 ACRES OF LAND OUT OF A 57.48 ACRE TRACT OF LAND BEING OUT OF A 110 AND 27.1 ACRE TRACT OF LAND DESCRIBED BY DEED RECORDED IN VOLUME 57, PAGE 333, DEED RECORDS OF COMAL COUNTY, TEXAS AND OUT OF THE GEORGE DOLSON SURVEY NO. 98, ABSTRACT NO. 120, COMAL COUNTY, TEXAS.

M.W. CUDE ENGINEERS, L.L.C.
CIVIL ENGINEERS & SURVEYORS
(210) 681-2951
10325 BANDERA RD.
SAN ANTONIO, TEXAS 78250



CARLOS C. SANDOVAL
Notary Public State of Texas
My Commission Expires
AUGUST 22, 2002

SHEET 2 OF 3

DATE PREPARED: NOVEMBER 1999

STATE OF TEXAS
COUNTY OF BEAR

THE OWNER OF THE LAND SHOWN ON THIS PLAT, AND WHOSE NAME IS SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DECATES TO GARDEN RIDGE, TEXAS, FOR USE OF THE PUBLIC FOR ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINAGE EASEMENTS, IN ALL OF THE FOREGOING PUBLIC PLACES AND ALL OTHER PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

STATE OF TEXAS
COUNTY OF BEAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED *BRADFORD GARD* KNOWN TO ME TO BE THE PERSON

WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 1st DAY OF FEB. A.D. 2000.

Bradford Gard
NOTARY PUBLIC



Amelia and Charles Weeks
9802 Regency Run
Garden Ridge, TX 78266

31 January 2022

To whom it may concern,

Amelia and I have no objection to the shed/building constructed by Ralph and Beula Bradley on their property in proximity to our fence and property.

If you have any questions, please feel free to contact me at ChuckWeeks@yahoo.com

Sincerely,

Charles L Weeks

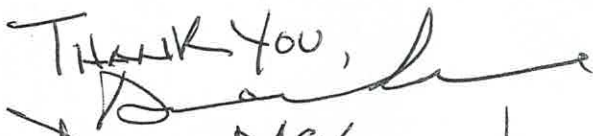
Charles L Weeks

1/29/2022

TO: WHOM IT MAY CONCERN AT THE CITY
OF GARDEN RIDGE TX ADMINISTRATIVE OFFICE.

SUBJECT: STORAGE SHED LOCATED AT 19808
REGENCY RUN, GARDEN RIDGE TX

I AM DAVID MCCORMICK, THE PROPERTY
OWNER OF 19902 REGENCY RUN. THIS LETTER
EXPRESSES MY OPINION ON THE RECENTLY
CONSTRUCTED STORAGE SHED IN THE BACKYARD
OF 19808 REGENCY RUN. I HAVE FULL VIEW OF THIS
SHED FROM MY PROPERTY AND CONSIDER IT
TO BE AESTHETICALLY PLEASING AND FALLS
WELL WITHIN OUR HOA AND THE CITY OF
GARDEN RIDGE ARCHITECTURE STANDARDS.
PLEASE ALLOW THIS STRUCTURE TO REMAIN
AS CONSTRUCTED. PLEASE CONTACT ME
AT 210-328-9354 IF YOU CARE TO DISCUSS
THIS ISSUE FURTHER.

THANK YOU,

DAVID MCCORMICK
19902 REGENCY RUN
PROPERTY OWNER

Neighbors List

Charles: Camille Weeks

19802 Regency Run

David: Alice McCormick

19902 Regency Run

Amy Friedman

9908 Katharine Glen

Michael: Ginger Perry

9903 Katharine Glen

Kareem: Kenisha Ramsom

9909 Katharine Glen

Property Identification #: 47835

Property Information: 2022

Owner Identification #: 933497

Geo ID: 450475000200

Situs Address: 19808 REGENCY RUN GARDEN RIDGE, TX 78266

Property Type: Real

State Code: A1

Legal Description: REGENCY OAKS 1, BLOCK 1, LOT 2

Abstract: 450475-1

Neighborhood: REGENCY OAKS

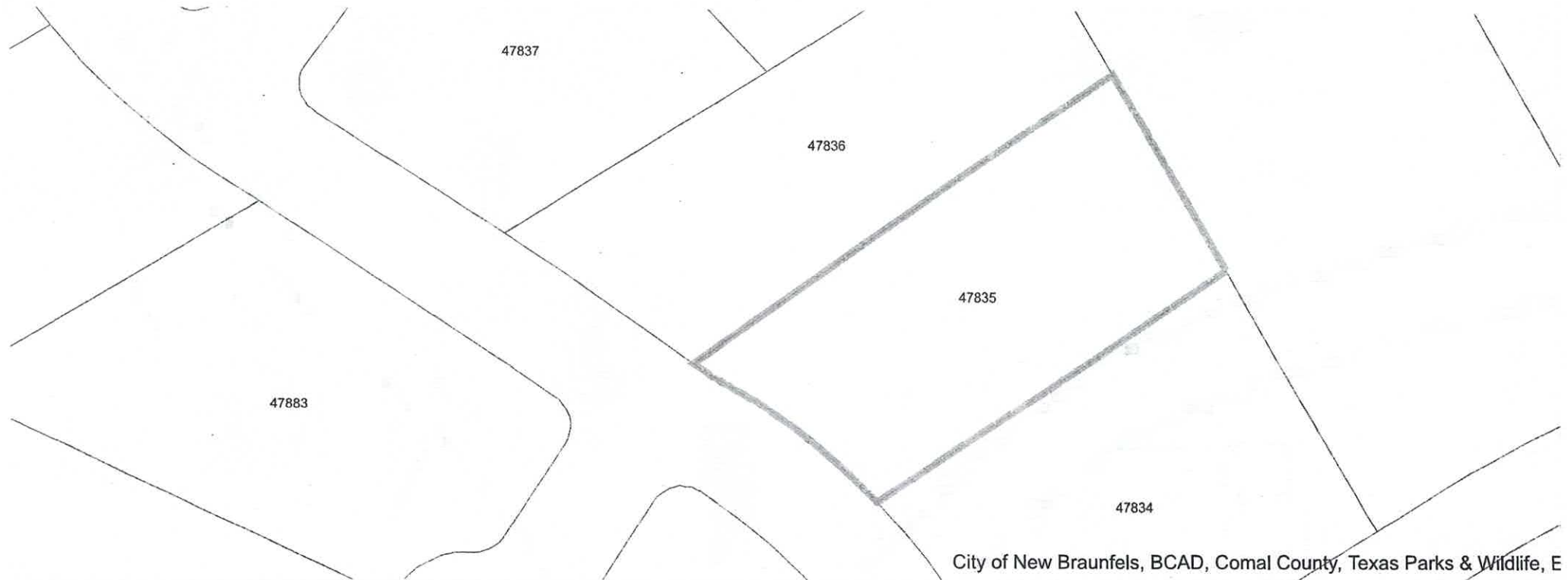
Appraised Value: N/A

Jurisdictions: CGR, ZZZ, SCIS, EDW, 046LR, FLC, ES6, CAD, 046

Name: BRADLEY BEOLA E & RALPH

Exemptions: DV4, DVHS, HS

DBA: Null



Comal CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries. The Comal County Appraisal District expressly disclaims any and all liability in connection herewith.





Search Results 1

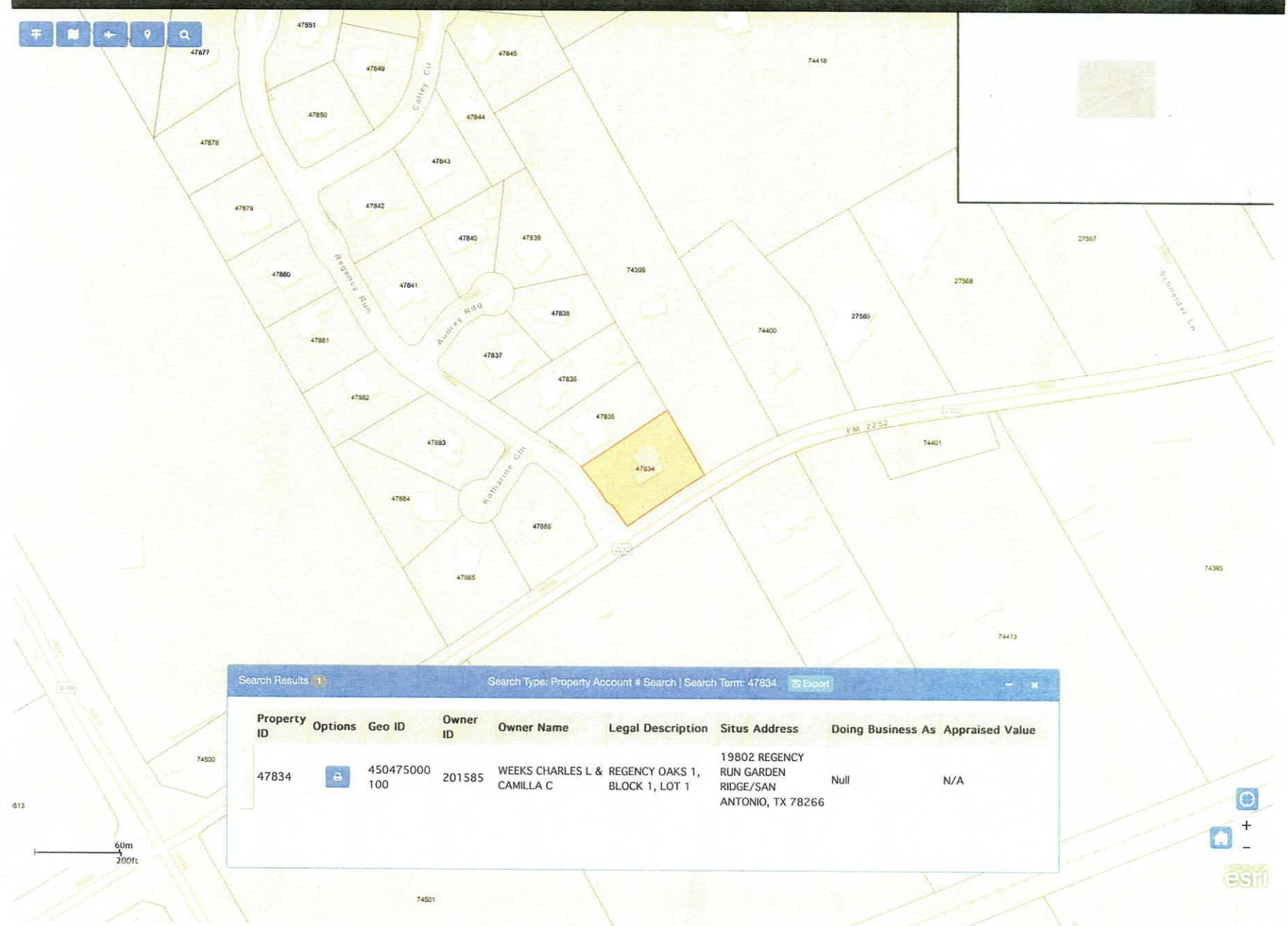
Search Type: Property Account # Search | Search Term: 47835

Export

Property ID	Options	Geo ID	Owner ID	Owner Name	Legal Description	Situs Address	Doing Business As	Appraised Value
47835		450475000200	933497	BRADLEY BEOLA E & RALPH	REGENCY OAKS 1, BLOCK 1, LOT 2	19808 REGENCY RUN GARDEN RIDGE, TX 78266	Null	N/A

60m
200ft





Search Results 1

Search Type: Property Account # Search | Search Term: 47834

Export

Property ID	Options	Geo ID	Owner ID	Owner Name	Legal Description	Situs Address	Doing Business As	Appraised Value
47834		450475000100	201585	WEEKS CHARLES L & CAMILLA C	REGENCY OAKS 1, BLOCK 1, LOT 1	19802 REGENCY RUN GARDEN RIDGE/SAN ANTONIO, TX 78266	Null	N/A



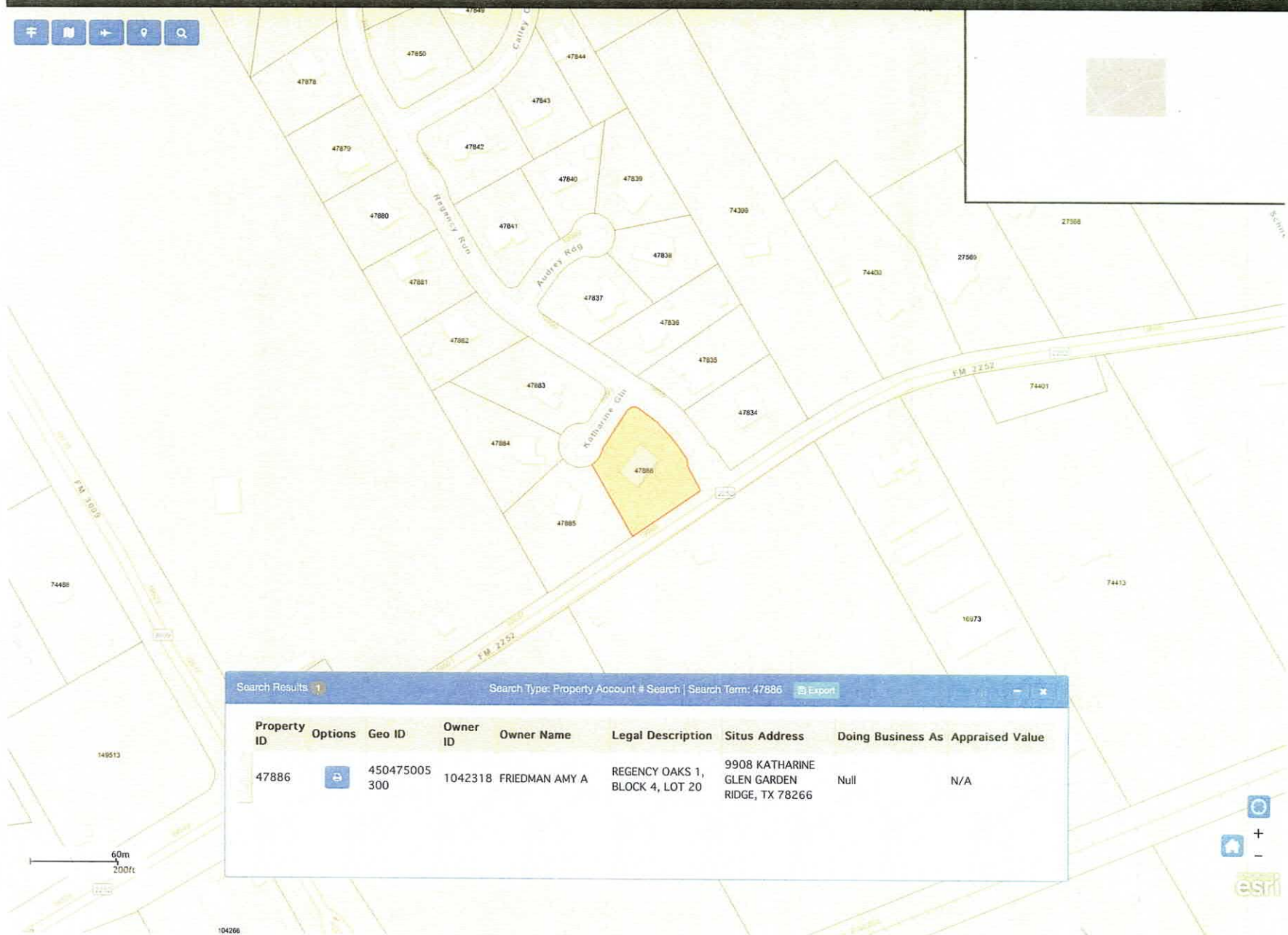
Search Results 1

Search Type: Property Account # Search | Search Term: 47836

Export

Property ID	Options	Geo ID	Owner ID	Owner Name	Legal Description	Situs Address	Doing Business As	Appraised Value
47836		450475000300	985354	MCCORMICK DAVID & ALICE RVCBL TRST 11-02-2017	REGENCY OAKS 1, BLOCK 1, LOT 3	19902 REGENCY RUN GARDEN RIDGE, TX 78266	Null	N/A





Search Results 1								
Search Type: Property Account # Search Search Term: 47886								
Export								
Property ID	Options	Geo ID	Owner ID	Owner Name	Legal Description	Situs Address	Doing Business As	Appraised Value
47886		450475005300	1042318	FRIEDMAN AMY A	REGENCY OAKS 1, BLOCK 4, LOT 20	9908 KATHARINE GLEN GARDEN RIDGE, TX 78266	Null	N/A

60m
200ft



Property Identification #: 47885

Property Information: 2022

Owner Identification #: 929481

Geo ID: 450475005200

Situs Address: 9902 KATHARINE GLEN GARDEN RIDGE, TX 78266

Property Type: Real

State Code: A1

Legal

Description:

REGENCY OAKS 1, BLOCK 4, LOT 19

Abstract:

450475-1

Neighborhood:

REGENCY OAKS

Appraised Value: N/A

Jurisdictions:

CGR, 046, SCIS, EDW, 046LR, CAD, FLC, ES6,
ZZZ

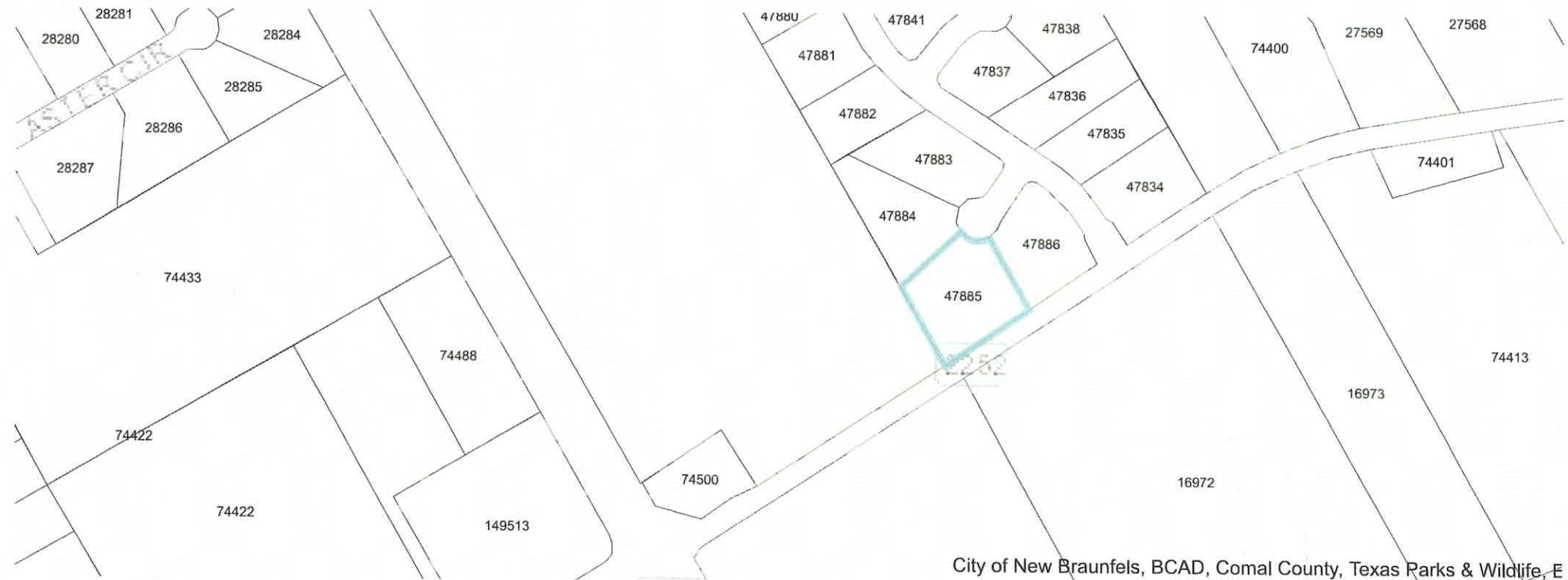
Name:

WISSER STEPHEN A & ASTRID

Exemptions: DV1, HS

DBA:

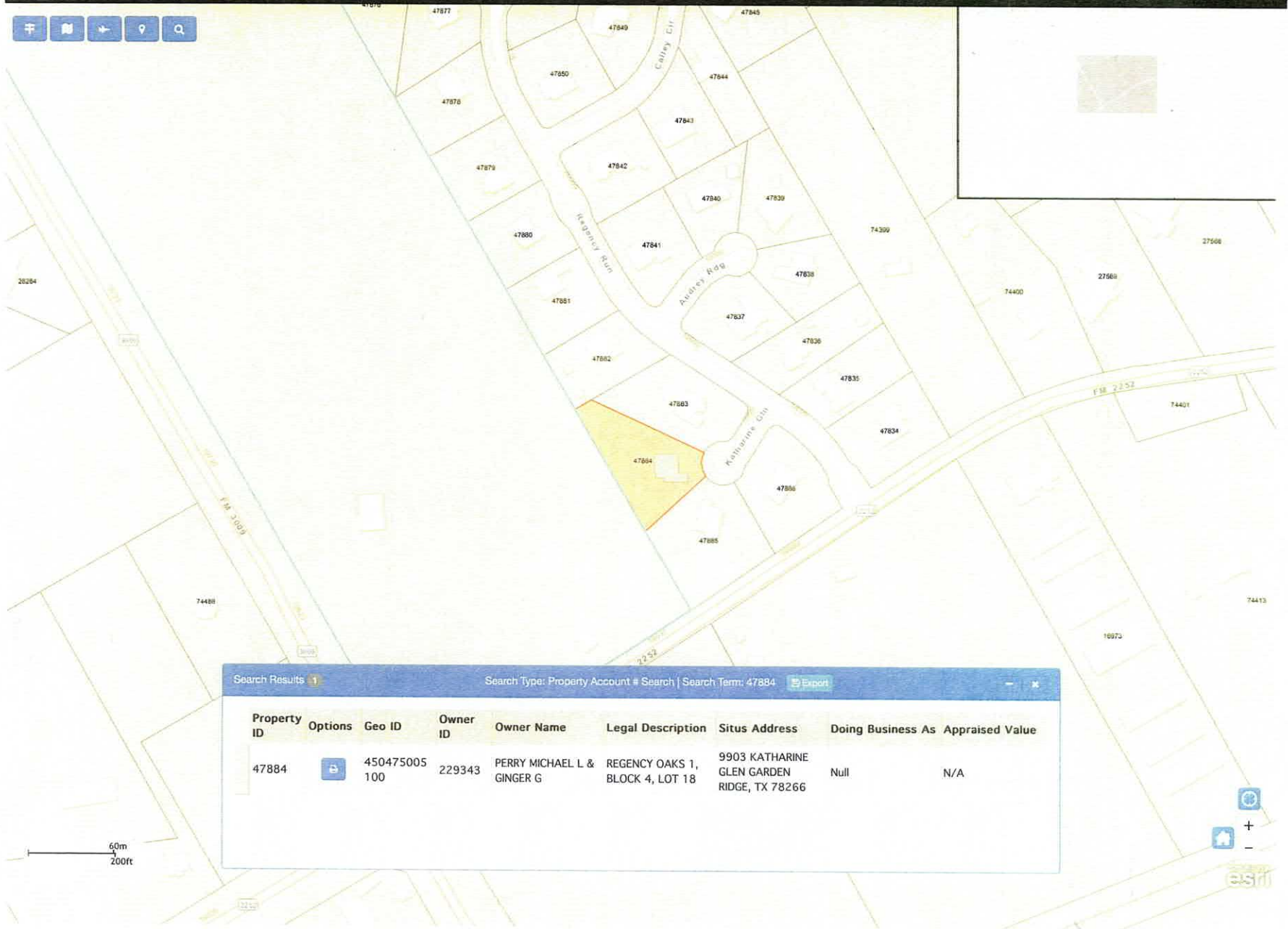
Null



Comal CAD Map Search

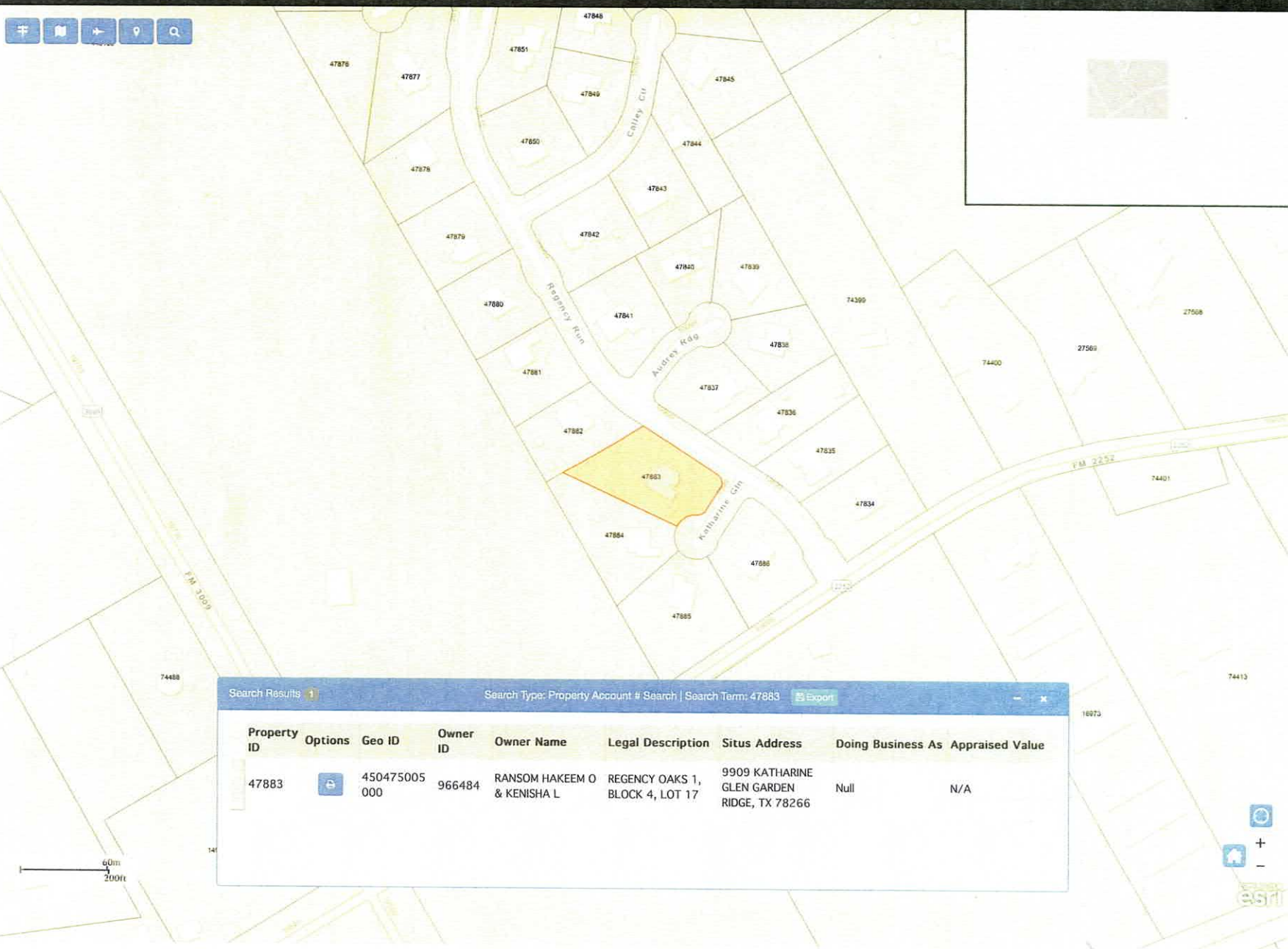
City of New Braunfels, BCAD, Comal County, Texas Parks & Wildlife, E

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Search Results 1								
Search Type: Property Account # Search Search Term: 47884								
Property ID	Options	Geo ID	Owner ID	Owner Name	Legal Description	Situs Address	Doing Business As	Appraised Value
47884		450475005100	229343	PERRY MICHAEL L & GINGER G	REGENCY OAKS 1, BLOCK 4, LOT 18	9903 KATHARINE GLEN GARDEN RIDGE, TX 78266	Null	N/A





Search Results 1

Search Type: Property Account # Search | Search Term: 47883

Export

Property ID	Options	Geo ID	Owner ID	Owner Name	Legal Description	Situs Address	Doing Business As	Appraised Value
47883		450475005000	966484	RANSOM HAKEEM O & KENISHA L	REGENCY OAKS 1, BLOCK 4, LOT 17	9909 KATHARINE GLEN GARDEN RIDGE, TX 78266	Null	N/A



Property Identification #: 74399

Property Information: 2022

Owner Identification #: 988167

Geo ID: 740120000500

Situs Address: 19831 FM 2252 GARDEN RIDGE, TX 78266

Property Type: Real

State Code: A1

Legal

Description:

A-120 SUR- 96 G M DOLSON, ACRES 4.5

Abstract:

A0120

Neighborhood:

Garden Ridge City

Appraised Value: N/A

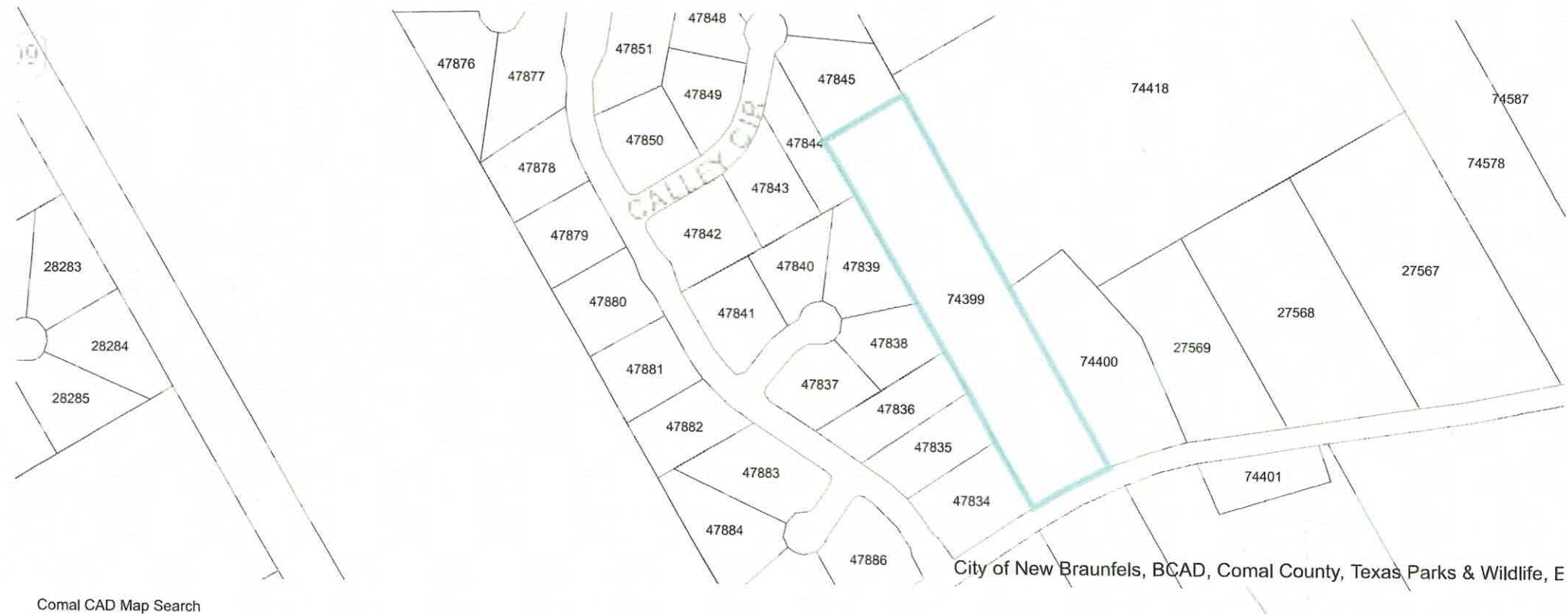
Jurisdictions: SCIS, FLC, ES6, 046, 046LR, ZZZ, EDW, CAD,

CGR

Name: DRISKILL DAVID & TAMMY

Exemptions: OTHER, HS

DBA: Null



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City of Garden Ridge
Findings Necessary To Grant A Variance To Zoning Ordinance

INQUIRY		FINDINGS
Is the variance a request for a change in “use”? (Zoning Ordinance) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Is the need for the variance due to unusual physical, topographic, or geographic features which exist on the property? (Zoning Ordinance) If yes, CONTINUE If no, DENY VARIANCE		If yes, describe the unique circumstances. If no, state so.
Are the unique circumstances merely financial in nature? (Zoning Ordinance) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Are the unique circumstances due to, or the result of, general conditions in the district where the property is located? (Zoning Ordinance) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Were the unique circumstances created by the owner of the property? (Zoning Ordinance) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Will the variance substantially or permanently injure the appropriate use of adjacent conforming property in the same district? (Should consider adding to the Ordinance) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Will the variance substantially weaken the general purposes of the Ordinance or the regulations established for the specified district? (Standard Ordinance Construction) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Will the variance adversely affect the public health, safety, or welfare of the public? (Local Gov’t Code 211.009) If yes, DENY VARIANCE If no, CONTINUE		If yes, describe how. If no, state so.
Is the variance contrary to public interest? (Local Gov’t Code 211.009) If yes, DENY VARIANCE If no, GRANT VARIANCE		If yes, describe how. If no, state so.



BUILDING PERMIT

City of Garden Ridge, Texas

9400 Municipal Parkway • Garden Ridge, TX 78266

(210) 651-6632

PERMIT # 1920 - 20

PERMIT FOR: Outbuilding

Site Address: 19808 Regency Run Sub-division: Regency Run Lot: Block:

ALL CONTACT INFORMATION MUST BE CURRENT – Fees may be doubled if site activity commences prior to a building permit being issued.

Owner (Print): Ralph : Beola Bradley Home 210-658-4249 Cell 210-683-6886

Address: 19808 Regency Run (No P.O.) City: Garden Ridge Zip: 78266

Builder (Print): Frank Dava Work Cell 210-954-5364

Address: 23429 Allenwood City: San Antonio Zip: 78264

Plans and Specifications: This Permit for the project(s) noted is based upon approval of the plans and specifications submitted.

CONSTRUCTION TERMS

Construction in the City of Garden Ridge must comply with applicable City Ordinances and The International Residential Code, including, but not limited to, the most recently adopted Building, Plumbing, Mechanical and Electrical Codes. Builder must post this Permit or Permit Card on the site before commencing any aspect of the project. Builder is responsible for any encroachment into setbacks. Project(s) must be substantially constructed as approved. Substantive changes, e.g. larger slabs, second floor, spa, etc., must be approved by the City. The approval of this permit does not permit violation of any city or state laws. Builder must call for all required inspections in proper sequence.

Builder must comply with all city ordinances and codes.

Side setback on corner lot 25' from street.

Side setback on interior lot is 15'.

Outbuilding must be behind rear plane of house.

Call for pre-pour inspection

Call for final inspection when outbuilding is complete.

PROJECT(S) FEES:

PRE-PAID.....\$ 50.00

BASIC FEE.....\$

Sq. Ft. (floor area)

X per foot.....\$

HVAC.....\$

PLUMBING.....\$

ELECTRICAL.....\$

FLATWORK.....\$

SECURITY.....\$

Outbuilding 115.20

TOTAL FEES.....\$ 115.20

LESS PRE-PAID.....\$ -50.00

FEES DUE.....\$ 65.20

Permit is ONLY for the project(s) listed.

NOTICE TO PROPERTY OWNER AND BUILDER

This permit gives you notice that this property may be located in a potential flood zone, on or near a known or unknown natural spring, near a known or unknown creek or stream, or in an area of low elevation, where natural water runoff could cause flooding or water damage. The owner and/or builder is solely responsible for any damage to the property or buildings.

ASSUMPTION OF RISKS – HOLD CITY HARMLESS – RELEASE OF LIABILITY

The owner, or builder (if the house is a "spec" home) assumes all risks of damage or loss, for any reason, to any structure covered under this permit. Owner and builder grant a full and complete release of liability to the City of Garden Ridge and to all persons involved with this permit in any manner whatsoever, for all time, now and in the future.

INTERNATIONAL CODE ADOPTED – OWNER TO SIGN PERMIT

The International Residential Code, Chapter 1, Administration, covers building officials, permits, liabilities, documents, inspections, violations, and related issues. By adopting the most current edition of the Code, the City of Garden Ridge agrees to all language and terms. By the owner and/or builder signing this permit, he/she also agrees to the language and terms in the Code. Both the owner and builder must sign this permit before commencing construction.

CERTIFICATE OF OCCUPANCY: No person may occupy the residence for which this permit is issued, IN ANY MANNER, until a FINAL INSPECTION has been performed by the City Building Inspector and a CERTIFICATE OF OCCUPANCY is issued. Any occupancy violation may result in a fine in accordance with applicable ordinances of the City of Garden Ridge, Comal County, Texas.

Owner Sign Here: (Owner agrees to the terms of this permit and all ordinances)

Permit Issued By: Wilbert Lenz Date: 10/21/2020

Builder Sign Here: (Builder agrees to the terms of this permit and all ordinances)

Permit Processed and Fees Collected By:

This Permit is good for 365 days from the above date.

RESOLUTION NO. 439-042022

**A RESOLUTION OF THE CITY OF GARDEN RIDGE
SETTING THE DAY, TIME, AND PLACE OF THE REGULAR
MEETING OF THE PLANNING AND ZONING COMMISSION.**

WHEREAS, the Planning and Zoning Commission of the City of Garden Ridge, Texas is a recommending body to the City Council; and

WHEREAS, business before the Planning and Zoning Commission requires conducting public meetings to review and complete projects, conduct public hearings, and develop recommendations related to the duties and business before the Planning and Zoning Commission; and

WHEREAS, the City Council of the City of Garden Ridge desires to set the day, time, and place of the Planning and Zoning Commission's regular monthly meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:

SECTION 1. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes and findings of fact.

SECTION 2. The regular meeting of the Planning and Zoning Commission be set for the second Wednesday of each month at 6:00 p.m. in the City Council Chambers located at 9400 Municipal Parkway, Garden Ridge, Texas.

SECTION 3. This resolution is cumulative of all provisions of resolutions of the City of Garden Ridge, Texas, except where the provisions of this resolution are in direct conflict with the provisions of such resolutions, in which event the conflicting provisions of such resolutions are hereby repealed. All previous versions of this resolution to the extent that they are in conflict herewith are repealed.

SECTION 4. This resolution shall be in force and effect upon its passage, and it is so resolved.

PASSED AND APPROVED ON this 6th day of April 2022.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary

ORDINANCE NO. 210-042022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ADOPTING BOARD AND COMMISSION POLICIES AND PROCEDURES; PROVIDING A CUMULATIVE AND SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, City Council and Commissions represent the City of Garden Ridge and should strive to present transparent, professional, efficient, and consistent meetings; and

WHEREAS, there are numerous City Commissions created to assist in the governance of the City of Garden Ridge, each independent of one another, created at different times with different procedures of operation; and

WHEREAS, the City Council has determined that a policy is needed to establish uniform standards and operating procedures for Boards and Commissions.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:

SECTION 1. FINDINGS.

The findings set out herein are found to be true and correct and are hereby adopted by the City Council and made a part of this Ordinance for all purposes.

SECTION 2. QUALIFICATIONS/TERMS OF OFFICE.

Candidates seeking appointment to a City Board or Commission must meet the following qualifications:

1. Be a registered voter in Garden Ridge, Comal County, Texas.
2. Reside in the City for at least six (6) months prior to appointment date.
3. Not have been convicted of a felony for which he or she has not been pardoned or acquitted.
4. Not have been found mentally incompetent by a final judgment of a court.

If a Commissioner becomes ineligible as stipulated above, the position is considered vacant and an update is provided to City Council.

Commission appointments are made by City Council for a term of two (2) years with overlapping terms to create staggered terms of office. The staggered terms in effect at the time of the adoption of this policy will remain in effect. When a new Board or Commission is created, each place will be assigned a number. For the purpose of establishing staggered terms of office, the odd numbered positions will initially serve a term of one (1) year and the even numbered positions will serve a term of two (2) years. Thereafter, all terms will be two (2) year terms.

A Chair and Vice-Chair will be appointed by each Commission on an annual basis for a maximum of four (4) consecutive years. The Chair and Vice-Chair may remain on the Commission as regular members after completing terms as Chair and Vice-Chair. A Chair may be reappointed as Chair after remaining out of that position for one (1) year, and a Vice-Chair may be reappointed as Vice-Chair after remaining out of that position for one (1) year.

SECTION 3. VACANCIES.

It is the intent of the City Council that collectively members to each Commission shall, by diversity of their individual occupations and experience, be broadly representative of the City. The City Council may establish specific qualifications and amend such qualifications as needed to meet the objective of each Board or Commission.

When a vacancy occurs, the City will seek qualified candidates from the public via all reasonable means after such vacancy has been advertised. All applicants will be reviewed by City Staff to validate qualifications and eligibility then qualified applicants will be interviewed during a public Commission meeting for which there is a vacancy.

After qualified applicants have been interviewed by the Commission during a public Commission meeting, the Commission will make a recommendation for appointment based on the majority vote of the Commission. The Commission's recommendation for appointment will be forwarded to City Council for consideration and a final determination.

SECTION 4. PREPARATION AND PROCEDURES.

a) Attendance

Regular attendance is vital in order to conduct meetings in accordance with the Texas Open Meetings Act; therefore, Commissioners are expected to limit the number of absences and make every effort to notify the City Secretary and the Commission Chair as soon as possible of any absences. The Commission may make a recommendation, by a majority vote of the Commission, to have a Commissioner terminated for cause due to excessive absences that hinder the Commission's ability to conduct meetings or make informed recommendations.

b) Preparation

All Commissioners will be prepared for each meeting with the ability to spontaneously run any meeting should the need arise in the absence of the Chair and Vice-Chair. Preparation should include:

1. Thoroughly reviewing the agenda packet and any other pertinent material before the meeting.
2. Knowing the responsibilities of the Commission as well as the limitations of Commissioners' individual authority. Commissioners are members of an advisory body, which requires informed recommendations to City Council.
3. Being familiar with the Texas Open Meetings Act (TOMA), and be cautious with electronic communication regarding any issue, notably the risk of "walking quorums" that can occur unintentionally.
4. Maintaining familiarity with Robert's Rules of Order and the Commission's annual calendar reflecting the regular meeting dates of City Council and Commission meetings.

c) Procedures and Decorum

City Council is dependent on each Commission to make recommendations to the City Council. It is through not only the City Council meetings but through input from Commission meetings that City Council can receive citizen input.

Robert's Rules of Order will be followed in all cases where applicable to ensure the Chair as leader can conduct an efficient procedural meeting. However, strict adherence to the rules is not necessary for the orderly conduct of meetings. When a joint City Council/City Commission meeting is held, the Mayor will chair the meeting.

d) Agendas

In accordance with the Texas Open Meetings Act (TOMA), items not on the agenda cannot be discussed at that meeting. Items will be placed on the agenda by the Chair and the City Administrator adhering to established deadlines. The deadline for submission of an agenda item is fourteen (14) days prior to the meeting. Items may be placed on the agenda through unanimous consent or majority vote during a Commission meeting or outside of a public meeting, paying particular attention to adhering to the Texas Open Meetings Act, by:

1. The Chair;
2. The Chair and one (1) Commissioner. The Chair may consider nominations to the agenda from an individual Commissioner; or
3. Two (2) Commissioners. Both Commissioners must contact the City Administrator prior to the established deadline to nominate an agenda item. The Chair may not remove an item placed on an agenda by prior direction of the Commission.

Commission packets will be sent electronically to Commissioners prior to the meeting. Commissioners are expected to review the packet documents and notify the City Secretary of any corrections or amendments by established deadlines.

e) Chair/Vice-Chair

When the Chair is absent, the Vice-Chair will assume the duties of the Chair. In the absence of both the Chair and Vice Chair, assuming there remains a quorum, a temporary Chair will be selected from the remaining Commissioners for the meeting. The Chair is responsible for:

1. Beginning meetings on time and allowing agenda items to be appropriately considered.
2. Maintaining procedure and decorum while ensuring that fair, impartial review and respect for all Commissioners, Staff, and the public is maintained.
3. Ensuring all comments are electronically recorded for the record by having all participants speak into a microphone.
4. Ensuring that the use of other electronic devices is limited to pertinent, urgent, or emergency use only.
5. Remaining a non-voting member unless voting in the case of a tie.
6. Reporting Commission recommendations and updates to City Council. If the Chair is unavailable to appear before City Council, the Chair must ensure the Vice-Chair or an available representative from the Commission appears before City Council. Absent an available representative, the Chair will deliver a written summary of the recommendations and updates to the City Secretary prior to the City Council meeting.

f) Ex-Officio

A City Council member will serve as an Ex-Officio Member of each Commission except the Planning and Zoning Commission. Ex-Officio Members are non-voting advisory positions.

g) Dress Code

The dress code for all scheduled Commission meetings will be “business casual”, except when an offsite meeting necessitates other appropriate attire as directed by the Chair.

h) Social Media

Commissioners should be judicious in their use of social media. Commissioners, in their official capacity representing the City, will not respond, comment, or post opinions, views, or information on social media that relates to any matter the Commission is considering, discussing, or recommending to City Council.

i) Training and Education

Within two (2) months of appointment, Commissioners must complete Texas Open Meetings Act Training and Texas Public Information Act Training as provided by The Office of the Attorney General of Texas.

The City Administrator, with input from the Commission Chair, will advise Commissioners of any additional training opportunities, and will facilitate Commissioners' registration and attendance. Due to specific legal requirements associated with participation on the Planning and Zoning Commission, Commissioners will attend training related to Planning and Zoning as deemed appropriate by the City Administrator. The Commissioners will be entitled to reimbursement for reasonable costs of attending approved training opportunities.

Commissioners are encouraged to attend at least two (2) regular City Council meetings during each calendar year, and to also view monthly City Council meetings online.

j) Dissolution

The City Council will periodically review boards/commissions for continued operations. If the City Council determines that a commission has completed its charge, the City Council may dissolve the commission. City Council will issue notice of dissolution to the chair of the board/commission, and the notice will provide for a reasonable wind down period. During this period the board/commission will work with City Staff to ensure the completion of board/commission business including completion of meeting minutes, proper archival of commission records with the City Secretary, and submission of a close out report to City Council.

Commission members will have the opportunity to apply for vacancies on another commission. Additionally, commission members may have the opportunity to participate in a technical committee if the City Council determines it has an issue that requires subject matter expertise. Technical committees created by City Council will be tasked with a specific purpose and shall operate for a specific time period. A technical committee will automatically dissolve upon completion of its charge, or the time prescribed by the City Council, without any further action by the City Council.

k) At-Will Appointments

The appointment provisions contained within this Ordinance are not contractual in nature. Appointments made by the City Council are "at-will", meaning that appointments may be terminated at any time, with or without notice, for any reason or no reason, by either a majority vote of the City Council or the appointed member. No verbal statements or promises made by anyone at the time of appointment or thereafter, contrary to this Ordinance, are binding on the City in any manner.

SECTION 5. INTERPRETATION OF RULES.

The City of Garden Ridge City Council adopts the aforementioned as its policy for the operating procedures and the appointment of citizens to City Boards and Commissions. In the event of any dispute related to the interpretation or application of the policy established herein, the City Council will hear and make such determinations as needed.

SECTION 6. CUMULATIVE AND SAVINGS.

This Ordinance shall be cumulative of all provisions of ordinances of the City except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

SECTION 7. SEVERABILITY.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance is declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality will not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrases, clause, sentence, paragraph, or section.

SECTION 8. EFFECTIVE DATE.

This ordinance shall become effective immediately upon its passage and approval.

PASSED AND APPROVED ON this 6th day of April, 2022.

ATTEST:

Robb Erickson
Mayor

Marisa Spencer
City Secretary

ORDINANCE NO. 232-042022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ADOPTING CITY COUNCIL CONDUCT POLICIES INCLUDING A CODE OF ETHICS AND ETHICAL CONDUCT RULES; PROVIDING DISCIPLINARY ACTIONS FOR VIOLATIONS OF THIS ORDINANCE; PROVIDING A CUMULATIVE AND SAVINGS CLAUSE, PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the public expects the highest standards of professional conduct from Councilmembers elected to City Council; and

WHEREAS, the Mayor and Councilmembers (“Councilmembers”) represent the City and are entrusted with upholding local, state, and federal laws and must observe a high standard of professional conduct in the course of their official duties and faithfully fulfill the responsibilities of their offices, regardless of their personal interests; and

WHEREAS, Councilmembers shall respect the presiding officer, other Councilmembers, City employees, and members of the public present during City Council meetings or other proceedings of the City, and meetings should provide an environment for healthy debate on matters before the City Council; and

WHEREAS, Councilmembers shall respect the decision-making process and the decisions of the City Council, even if they disagree with such decisions, such that respect for the decision-making processes of the City Council is fostered; and

WHEREAS, it is incumbent on Councilmembers to treat every person, including other Councilmembers, City employees, and the public with dignity, understanding, and respect while ensuring that their work environment is free from discrimination, bullying, and harassment; and

WHEREAS, City of Garden Ridge (the “City”) Ordinances include certain provisions related to the procedures and conduct of business by boards, committees, and commissions; and

WHEREAS, the City Council has reviewed the existing provisions and has determined that it is in the best interest of the citizens of Garden Ridge for there to be a broader range of specificity in the manner by which the City Council conducts itself and its business; and

WHEREAS, state law allows for the City Council to adopt rules that govern how it conducts business; and

WHEREAS, the City Council desires to adopt City Council Conduct Policies including a Code of Ethics and Ethical Conduct Rules (the “Codes”) to better serve the interest of the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:

SECTION 1. FINDINGS.

The findings set out herein are found to be true and correct and are hereby adopted by the City Council and made a part of this Ordinance for all purposes.

SECTION 2. GENERAL PROVISIONS.

2.1. Eligibility

The Mayor and members of the City Council shall meet the eligibility and qualification requirements for candidates for public office established in Local Government Code Chapter 22 and Elections Code Chapter 141.

2.2. Term of Mayor and Councilmembers

The Mayor shall be elected for a two-year term on odd-numbered years and shall serve until his or her successor is elected and qualified as is provided by statute.

The five (5) members of the City Council shall be elected and serve for a two-year term. Two (2) Councilmembers shall be elected in odd-numbered years, and three (3) Councilmembers shall be elected in even-numbered years. Each Councilmember shall serve until his or her successor is elected and qualified as is provided by statute.

2.3. Transition of Mayor and Councilmembers

Upon the election and qualification of a successor to the Office of the Mayor or any City Council place, all records of the outgoing Councilmember shall be transferred and delivered intact to the incoming Councilmember.

2.4. Council Liaison Appointments

A Council Liaison is a Councilmember who is specifically assigned to be the liaison between the City Council and outside agencies, committees, task forces, and boards. The Mayor nominates and the City Council confirms Councilmember appointments to such outside agencies, committees, task forces, and boards. The Council Liaison provides a link for representing the values, beliefs, and position of the City Council to these entities, and the representative will report to the City Council on the activities of these organizations no less than quarterly.

2.5. Councilmember Participation in Community Activities

Councilmembers may choose to participate in community events, community organizations, and/or non-City sponsored committees. When a Councilmember participates in these types of activities, the Councilmember is acting as an interested party rather than acting on behalf of the City Council.

2.6. City Boards/Committees/Commissions

City boards/committees/commissions are formed in accordance with Ordinance No. 210 in order to provide independent recommendations to City Council.

Technical committees are formed on an as needed basis with a clearly defined purpose, term, and reporting requirements. Technical committees may consist of up to two (2) Councilmembers recommended by the Mayor with concurrence through a vote of the majority of Councilmembers.

A Councilmember who is specifically assigned to be an ex-officio member on a City board/committee/commission acts as the representative present to provide guidance and identify procedural and structural issues related to the effective functioning of the board/committee/commission. Therefore, a Councilmember assigned to be an ex-officio member shall have no vote on the City board/committee/commission they are assigned to. A Councilmember who is appointed to sit as a member of a technical committee is not an ex-officio member of that technical committee for purposes of this policy.

SECTION 3. CITY COUNCIL MEETINGS AND ORDER OF BUSINESS.

3.1. Regular Meetings

The regular meetings of the City Council shall be held on the first Wednesday of each month, and are typically held in the City Council Chambers beginning at 6:00 p.m. Any proceeding which may legally be had at a regular meeting of the City Council may be had with the same effect at any special meeting of the City Council.

- a) The City Council may occasionally elect to meet at other locations and, upon such election, shall give public notice of the change of location in accordance with state law.
- b) If by reason of fire, flood, or other emergency, it is unsafe to meet in the City Council Chambers, the meetings may be held for the duration of the emergency at such other place as may be designated by the Mayor or, in the Mayor's absence, by the Mayor Pro-Tem or the City Administrator.
- c) When the day for any regular meeting falls on a legal holiday, the regularly scheduled meeting for such day shall be deemed canceled unless otherwise specified by the City Council. To ensure regular City Council meetings are held during necessary months, the meeting to be canceled shall be rescheduled at a regular City Council meeting prior to a conflicting holiday. At other times, when the City Council deems appropriate, one (1) or more regular meetings may be canceled and rescheduled by a majority vote of the City Council.

3.2. Workshops and Special Called Meetings

The purpose of a workshop or a special called meeting is to discuss in depth or explore matters of interest to the City, such as a meeting with one (1) of the City's appointed committees or the City Council alone may wish to explore a matter in great detail. The time, place, and purpose will be stated on all legally posted notices. City Council shall not take formal action on items presented at a workshop unless the item has been legally posted as a formal action item. Workshops and special called meetings can be called by the Mayor or the application of three (3) Councilmembers.

3.3. Agenda Officer

The City Secretary shall be the agenda officer with the responsibility for proper and legal posting of the agenda. When necessary, the City Secretary will assume responsibility for issuing a copy of the agenda to any newspaper, radio, or television stations advising them of any scheduled meeting. The City Secretary shall distribute the agenda packets for all regularly scheduled meetings to the members of the governing body no later than 12:00 p.m. the Friday prior to the meeting date.

3.4. Order of Business

City Council meetings will be generally conducted in the following order, unless otherwise necessary as determined by the Mayor, City Administrator, or City Secretary. A closed session may be held at any time during a meeting consistent with applicable state law. Any proceeding which may legally be had at a regular meeting of the City Council may be had with the same effect at any special meeting of the City Council.

a) Workshop or Special Called Meeting Agenda.

1. Call to Order/Roll Call.
2. Pledge of Allegiance.
3. Public Comments.
4. Workshop Items.
5. Action Items, if required.
6. Public Comments.
7. Adjourn.

b) Regular Meeting Agenda.

1. Call to Order/Roll Call.
2. Pledge of Allegiance.
3. Proclamations/Presentations.
4. Public Comments.
5. Consent Agenda.
6. Reports from Staff.
7. City Commission and Committee Reports/Recommendations/Possible Actions.
8. Approvals and Authorizations.
9. Updates on City Council Projects.
10. Items for Future Agendas.
11. Public Comments.
12. Announcements.
13. Closed Session.
14. Reconvene into open session for possible action resulting from any items posted and legally discussed in closed session.
15. Adjourn.

3.5. Placement of an Item on an Agenda

All items for placement on an agenda shall be coordinated through the Mayor and City Administrator. The City Administrator shall be responsible for coordinating items and supporting documentation for the agenda for timely submission to the City Secretary.

Section 551.042, Local Government Code, V.T.C.A. (i.e. Texas Open Meetings Act) permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting, but any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting. Members of City Council wishing to place any item on an agenda may do so at the end of a City Council meeting during the section provided for "items for future agendas".

The Mayor and any Councilmember may submit agenda items which shall be included on the agenda. Items must be confirmed by the City Secretary by 5:00 p.m. two (2) weeks before the meeting date. Should a Councilmember need a new item placed on the agenda before City Council convenes, the Councilmember shall obtain a written statement from one (1) additional Councilmember explaining the specific item they wish to appear on the next agenda and submit their request in writing to the City Administrator or the City Secretary prior to the deadline for agenda items. The Mayor, City Administrator, or appropriate Councilmember shall be listed as the sponsor for each agenda item that has been individually requested.

3.6. Consent Agenda

The consent agenda shall contain routine, noncontroversial items that require City Council action but do not require deliberation. All items on the consent agenda shall be considered in one (1) motion unless a Councilmember requests any items be removed for discussion. Agenda items removed from the consent agenda by the request of any Councilmember will be considered separately after approval of the remaining consent agenda items.

3.7. Announcements

Members of the City Council, the Mayor, or the City Administrator have the opportunity to notify others of community events, functions, and other activities. The item shall be included on all regular meetings of the City Council.

3.8. Presentations and Public Recognition

All special presentations and public recognitions will be scheduled and coordinated through the City Secretary for placement on the agenda. The following procedures will guide presentations by members of the public at City Council meetings:

- a) Any documentation must be provided to the City Secretary no later than one (1) week prior to the City Council meeting.
- b) When called upon during the meeting, the person should come to the podium, state their name and address for the record, or, if speaking for an organization or other group, identify the group.
- c) All remarks should be addressed to the entire City Council, not to individual members.
- d) Questions, if any, should be directed to the presiding officer who will determine whether, or in what manner, an answer will be provided.

3.9. Public Hearings

- a) Procedures During Public Hearings. The City Council procedure for the conduct of public hearings is generally as follows:
 1. Mayor reads listed topic information for public hearing.
 2. Commission representative and/or City employee presents report/recommendation.
 3. The applicant/appellant has the opportunity to present comments, testimony, or arguments. In the case of an appeal when the appellant is different from the applicant, the appellant should be called upon first to provide comments or testimony. The applicant/appellant shall have a total of fifteen (15) minutes for a presentation when recognized by the presiding officer. The initial comments or presentation shall be limited to ten (10) minutes and the rebuttal or concluding comments shall be limited to five (5) minutes.

4. Mayor opens the public hearing.
 5. Members of the public are provided with the opportunity to speak for or against the issue. Written communications and petitions concerning the subject matter of the hearing will be noted, read aloud, or summarized by the City Secretary.
 6. The public hearing is closed.
 7. The applicant or appellant then has the opportunity to provide clarification, rebuttal, or concluding comments if necessary.
 8. Councilmembers may ask questions of the applicant and/or appellant, City employees, or representative.
 9. The City Council deliberates and takes action.
- b) Policies Pertaining to Public Hearings.
- Any public hearing being held, noticed, or ordered to be held by the City Council may, by order, notice, or motion, be continued to any subsequent meeting.

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

All persons interested in the matter being heard by the City Council shall be entitled to submit written evidence or remarks, as well as other graphic evidence. All such evidence presented will be retained by the City Secretary's Office as part of the record of the hearing, with the requirements of state law.

During the public hearing, no person will be permitted to speak about matters or present evidence which is not germane to the matter being considered. A determination of relevance shall be made by the Mayor, but may be appealed to the full City Council.

3.10. Rules of Decorum

All remarks shall be addressed to the City Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the City Council may be requested to leave the meeting. Issues of the conduct or procedure of public meetings not addressed by these rules or state law shall be determined by the Mayor, or the presiding officer in the Mayor's absence.

a) Citizen Comments.

All individuals wishing to be heard may do so during the citizen comment period of a meeting in accordance with the following rules:

1. *Time limit.* Unless extended by a majority vote of Councilmembers present, the maximum time allocated for citizen comments is 30 minutes. Each speaker shall have no more than three minutes to speak during citizen comments.
2. *Sign in.* Prior to the commencement of the meeting, a person wishing to address the City Council must sign in with the City Secretary, and provide the following information: name, address, and subject matter to be presented.

3. *Speaker rules.* In order for the City Council to properly consider each matter brought to it by citizens, speakers are requested to observe the following rules:
 - a. A citizen comment period shall be scheduled before action items on the agenda.
 - b. Each speaker shall be limited to one 3-minute period, which may be used to address any item on the agenda or other matters of concern to the citizen, except those for which a public hearing is scheduled.
 - c. Only one person may speak at a time and speakers must show the governing body the same respect they would like to be shown.
 - d. The speaker must provide their name and address, which shall be included in the minutes of the meeting.
 - e. Speakers must address their comments to the entire governing body rather than to individual Councilmembers, City employees, or the audience.
 - f. Speakers may file copies of their remarks or supporting information with the City Secretary who shall distribute the information to the City Council and City Administrator upon request.
- b) Public Hearings.

A person may express support or opposition to the matter that is the subject of a public hearing in accordance with the following rules:

 1. *Sign in.* Upon conclusion of each comment, speakers must sign-in with the City Secretary and indicate their name, address, and whether they spoke in favor or opposition to the matter.
 2. *Time limit.* Each person will be allowed a maximum of one 3-minute period, which also applies when the City Secretary is reading any written comments submitted.
 3. *Written comments.* Written comments must be received by the City Secretary no later than two (2) hours before the start of the meeting in which the public hearing will be held. Should citizens submit a written comment then choose to attend the public hearing and speak in person, the written comment will not be read aloud.
 4. *Closed public hearings.* No person will be permitted to address the City Council during the consideration of an agenda item on which a public hearing has been held by the City Council if the public hearing has been closed. This rule does not prohibit a Councilmember, upon consent of the presiding officer, or successful appeal to City Council, from asking questions of any person with knowledge about the subject matter in order to clarify points before the City Council votes.
 5. *Speaker rules.* Speaker rules shall be the same as citizen comments.
- c) City Employees.

City employees shall observe the same rules of procedure and decorum applicable to Councilmembers. Although the presiding officer has the authority to preserve decorum in meetings, the City Administrator is also responsible for the orderly conduct and decorum of all City employees under their direction and control. The City Administrator shall take such disciplinary action as may be necessary to ensure that decorum is preserved at all times by City employees during City Council meetings.

d) Citizen Conduct.

Citizens are welcome to attend all official meetings of the City Council and will be admitted to the Council Chambers up to the fire safety capacity of the room. Overflow crowds may listen to proceedings from the lobby and meetings may be moved to other areas of the municipal building or other locations within the City if more appropriate.

All citizens will remove hats when addressing the City Council and refrain from private conversations in the Council Chambers while the City Council is in session.

The City Administrator, Chief of Police, or such member or members of the police department, shall act as sergeant-at-arms for the City Council, and shall furnish whatever assistance is needed to enforce the rules of decorum herein established. Any person who resists removal by the sergeant-at-arms shall be charged with violating Section 42.05(a) of the Texas Penal Code.

Citizens attending council meetings shall also observe the same rules of propriety, decorum, and good conduct applicable to Councilmembers. Any person making personal, impertinent, or slanderous remarks, or who becomes boisterous while addressing the City Council or while attending council meetings, shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session.

Unauthorized remarks from the audience, stomping of feet, whistles, yells, and similar demonstrations shall not be permitted by the presiding officer, who shall direct the sergeant-at-arms to remove such offenders from the room. Aggravated cases shall be prosecuted on the appropriate complaint signed by the presiding officer. Should the presiding officer fail to act, any Councilmember may move to require the presiding officer to enforce the rules, and the affirmative vote of the majority of the Councilmembers shall require the presiding officer to act.

No placards, banners, or signs of any kind will be permitted in the Council Chambers. Exhibits, displays, and visual aids used in connection with scheduled presentations to the City Council that have been legally posted on an agenda are permitted.

Citizens shall not address the City Council or participate in discussion on any matter unless they have been included on the agenda for such purpose, are making remarks during a period set aside for citizen comments, or are recognized by the presiding officer or a Councilmember having the floor with the consent of the presiding officer or successful appeal to the City Council.

SECTION 4. RULES OF CONDUCT.

4.1. Authority of the Chair

In the role of facilitator, the Mayor will assist the City Council in focusing agenda discussions and deliberations. Subject to appeal to the full City Council, the Mayor shall have the authority to prevent the misuse of motions, the abuse of any privilege, or the observation of the business of the City Council by ruling any such matter out of order.

In such ruling, the Mayor shall be courteous and presume that the moving party is acting in good faith. Any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act.

4.2. Council Deliberation and Order of Speakers

The Mayor has been delegated the responsibility to control the debate and the order of speakers. Speakers will generally be called upon in the order of the request to speak. With the concurrence of the Mayor, a Councilmember holding the floor may address a question to another Councilmember and that Councilmember may respond while the floor is still held by the Councilmember asking the question. A Councilmember may opt not to answer a question while another Councilmember has the floor.

Councilmembers will limit their comments to the subject matter, time, or motion being currently considered by the City Council.

Councilmembers will govern themselves as to the length of their comments or presentation. As a courtesy, the Mayor will signal by hand to a Councilmember who has been speaking for over five (5) minutes. This procedure is not meant to limit debate or to cut comments short but rather to assist Councilmembers in their efforts to communicate concisely.

Any member of the City Council wishing to speak must first obtain the floor by being recognized by the Mayor. The Mayor must recognize any Councilmember who seeks the floor when appropriately entitled to do so. When two (2) or more Councilmembers wish to speak, the presiding officer shall name the Councilmember who is to speak first. No Councilmember shall interrupt another while speaking except to make a point of order.

4.3. Motions

Motions may be made by any Councilmember who may vote on the motion. Any Councilmember who may vote on the motion, other than the person offering the motion, may second a motion. The following is the general procedure for making motions:

- a) A Councilmember who wishes to make a motion should do so through a verbal request to the Mayor.
- b) A Councilmember who wishes to second a motion should do so through a verbal request to the Mayor. Before a motion can be considered or debated it must be seconded.
- c) Once the motion has been properly made and seconded, the Mayor shall open the matter for discussion offering the first opportunity to the moving party and, thereafter, to any Councilmember recognized by the Mayor.
- d) Once the matter has been fully discussed, the Mayor calls for a vote, thus no further discussion will be allowed.

4.4. Voting and Abstention

Voting, except on unanimous votes, shall be by roll call and the ayes, nays, and abstentions shall be recorded in the minutes.

A Councilmember shall only disqualify themselves from voting in situations where they have a legal conflict of interest in the item. State law requires that when a Councilmember abstains or excuses themselves from a portion of a discussion or vote, the Councilmember must briefly state the nature of the conflict and must file an affidavit with the City Secretary prior to any discussion or action on such items.

SECTION 5. PROCEDURES ADMINISTRATION.

5.1. Adherence to Procedures

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

The City Council will review and revise the City Council rules of order and procedures as needed. During City Council discussions, deliberations, and proceedings, the Mayor has been delegated the primary responsibility to ensure that City officials, employees, and members of the public adhere to the City Council's adopted procedures.

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

5.2. Procedure Advisor

The City Attorney, or in the absence of the City Attorney, the City Secretary assists the Mayor and City Council as a resource and as an advisor for interpreting the City Council's adopted rules and procedures.

5.3. Applicability of Procedures

The City Council rules of order and procedures shall also apply to the City Council when sitting as the City's representative with other entities and agencies or when sitting as the Board of Appeals or Board of Adjustment. The role of Mayor and Mayor Pro-Tem shall be interchangeable with Chair and Vice Chair, or President and Vice-President, when sitting as the City's representative with another entity.

SECTION 6. CODE OF ETHICS AND ETHICAL CONDUCT RULES.

6.1. Purpose and Limitations

The citizens and businesses of the City are entitled to have fair, ethical, and accountable local government that maintains the public's full confidence for integrity. Therefore, the City's strong desire to fulfill this expectation requires that City officials and employees:

- Comply with both the letter and spirit of the laws and policies affecting City operations.
- Be independent, impartial, and fair in their judgment and actions.
- Utilize the office or position for the public good, not for personal gain.

To this end, the City Council adopts this Code of Ethics and Ethical Conduct Rules (the “Codes”) to assure public confidence in the integrity of local government and its effective and fair operation. By adopting the Codes, City officials and employees commit to:

- Transparent and accountable governance.
- Honest, fair, and respectful dealings with fellow City officials and employees as well as members of the public.
- Working together to deliver the best outcomes for the long-term interests of the City.

These standards, together with the ongoing requirement for Councilmembers to abide by City Council policies, will ensure public trust and confidence in the City.

The Codes are intended to support, explain, and assist City Council and its individual Councilmembers to exercise its governmental powers. Nothing contained herein is intended to contradict or supersede state law.

6.2. Act in the Public Interest.

Recognizing that stewardship of the public interest must be the primary concern, City officials and employees will work for the common good of the public and not for any private or personal interest. City officials and employees shall assure fair and equal treatment of all persons, claims, and transactions coming before the City.

6.3. Comply with the Law.

City officials and employees shall comply with the federal, state, and local laws in the performance of their public duties. These laws include but are not limited to: the United States and Texas constitutions as well as laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, open processes of government, and City ordinances.

6.4. Custodian of City Records

It is the policy of the City to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, retention, and disposition of City records. City officials and employees shall adhere to the requirements, policies, and procedures of the City’s records management program established in Ordinance No. 67.

A custodian of City records shall, at the expiration of the custodian's term of office, appointment, or employment, deliver to the custodian's successor, if there is one, all City records in custody. If there is no successor, the City Council shall determine which City official or employee shall have custody.

A City official or employee does not have, by virtue of their position, any personal or property right to a City record even though the City official or employee may have developed or compiled it. The unauthorized alteration, destruction, deletion, removal from files, or use of a City record is prohibited. A City record may not be sold, loaned, given away, destroyed, or otherwise alienated from the City’s custody unless in accordance with the City’s records management program.

A City official or employee who knowingly or intentionally violates a provision adopted under Ordinance No. 67 by destroying or alienating a City record in contravention of the City's records management program or by intentionally failing to deliver City records to a successor in office shall be subject to prosecution and penalties as provided by the Local Government Records Act.

6.5. Conduct of City Officials and Employees

The professional and personal conduct of City officials and employees must be above reproach and avoid even the appearance of impropriety. City officials and employees shall refrain from abusive conduct, personal charges, or verbal attacks upon the character or motives of other City officials and employees as well as members of the public.

6.6. Respect for Process

City officials and employees shall perform their duties in accordance with the processes and rules of order established by the City Council governing the public deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions.

6.7. Conduct of Public Meetings

City officials have an obligation to attend meetings and be prepared for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall assist in preserving order and decorum and shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfere with the orderly conduct of meetings.

During City Council meetings, a Councilmember desiring to speak shall address the presiding officer and, upon recognition by the presiding officer, shall confine discussion to the question under debate, avoid discussion of personalities and indecorous language, and refrain from personal attacks and verbal abuse.

During City Council meetings, a Councilmember desiring to question City employees shall address questions to the City Administrator, who shall be entitled either to answer the question(s) or designate a City employee. Such designation may occur at any time, including prior to a City Council meeting. Councilmembers shall not berate nor admonish City employees.

During City Council meetings, a Councilmember, once recognized, shall not be interrupted while speaking unless called to order by the presiding officer, to raise a point of order or procedure, or unless the speaker chooses to yield to questions from another Councilmember. If a Councilmember is called to order while speaking, that Councilmember shall cease speaking immediately until the question of order is determined. If ruled to be in order, the Councilmember shall be permitted to proceed. If ruled to be not in order, the Councilmember shall remain silent or make additional remarks to comply with the rules of the City Council.

During City Council meetings, Councilmembers shall confine their questions to the particular matters before the assembly, and in debate, shall confine their remarks to the issues before the City Council.

During City Council meetings, when there is more than one speaker on the same subject, Councilmembers will delay their comments until after all speakers on the subject have been heard.

Councilmembers shall not speak on behalf of the City Council at any place or time unless they have been so directed by the City Council as a body. Councilmembers shall clearly state when they have been directed by the City Council to speak on behalf of the City Council at the meeting of any board/committee/commission.

6.8. Decisions Based on Merit

It is expected that City officials and employees review material, participate in discussions, and base their decisions on the merits and substance of the matter at hand.

6.9. Communication

Prior to permitting final action to be taken on a matter under consideration City officials and employees shall publicly share substantive information, which they may have received from sources outside the public decision-making process, that is relevant to such action by the City Council or any City board/committee/commission.

6.10. Conflicts of Interest and Disclosure

City officials and employees shall familiarize themselves and abide by the following conflicts of interest and disclosure statutes and principles:

- a) Section 171 of the Local Government Code requires Councilmembers and certain officers to file an affidavit disclosing a substantial interest in a business or property that would be beneficially affected by a decision of the City Council and thereafter abstaining from participating in discussions and voting on the matter. Once the disclosure is made, the City official is to remove themselves from the meeting area to ensure their presence does not hinder the discussion of the item or influence the vote.
- b) Section 176 of the Local Government Code requires Councilmembers and the certain officers to file a conflicts disclosure statement disclosing any business relationship with a person or business doing business with the City or being considered by the City for a business relationship.
- c) Section 176.003(a)(2)(B) of the Local Government Code requires the disclosure of gifts of an aggregate value of more than \$100.00 in the twelve (12) month period preceding a transaction described in Section 176, other than gifts of food, lodging, transportation, or entertainment accepted as a guest.
- d) Sections 553.001-553.003 of the Local Government Code requires the filing of an affidavit before the date the City will acquire a property in which public servants have a legal or equitable interest.
- e) City employees shall disclose potential conflicts of interest to their supervisor and avoid participating in the handling of matters wherein City employees have a personal interest.

- f) In order to assure their independence and impartiality on behalf of the public good, City officials and employees are prohibited from using their positions to influence government decisions in which they have a personal interest.

Any Councilmember who has testified on his or her own behalf or as a witness before a board/committee/commission on any administrative action which then comes to City Council is disqualified from participating as a Councilmember on the matter only if there is a legal conflict of interest.

6.11. Corruption

City officials and employees shall familiarize themselves and abide by the Penal Code mandates concerning corruption, including specifically Section 36.02 prohibiting bribes, Section 36.08(d) prohibiting illegal benefits, Section 36.09 prohibiting receipt of prohibited gifts, Section 39.02 concerning abuse of official capacity, and Section 39.06(a) concerning misuse of official information.

6.12. Political Advocacy

City officials and employees shall not utilize the City's name or logo for purposes of endorsing any political candidate or business. City employees shall not engage in electioneering while on the job. Electioneering means working for the election of a candidate to political office.

City employees shall not be appointed or retained on the basis of their political support or activities. City employees shall not engage in political activities relating to a campaign for elective office while in uniform or on active duty. City employees elected to office shall be required to resign their employment upon acceptance of the office.

City employees are prohibited from using their municipal title or position in any advertisement or endorsement of products, persons, or activities, without exclusive authorization by the City Council.

6.13. Confidential Information

City officials and employees shall respect the confidentiality of information concerning City property, personnel, or proceedings of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal interests. City officials and employees shall keep all matters discussed in executive session confidential. Any City official or employee who shares any part or portion of the discussions, discourse, presentations, or information heard or presented during an executive session shall be deemed to have violated the Codes.

6.14. Use of Public Resources

City officials and employees shall not use public resources generally unavailable to the public such as equipment, supplies, facilities, or City employees' time for private gain or personal purposes.

6.15. Representation of Private Interests

In keeping with their role as stewards of the public interest, City officials and employees shall not appear on behalf of private interests of third parties before the City Council or any board/committee/commission proceeding of the City.

6.16. Advocacy and Media Communications

Effective media relations best serve the City by providing accountability to the public and transparency of government, ensuring accurate information is conveyed to the public, establishing and maintaining an accurate public perception of the City, informing residents of City programs and services, and promoting the City's achievements, activities and significant events. City officials and employees shall represent the official policies or positions of the City Council to the best of their ability when designated as delegates for this purpose.

The Mayor and Councilmembers have been elected to represent our community and are free to speak to the media on any subject. This policy and the following guidelines are intended to ensure that accurate consistent information is provided to the media and that City Council's integrity and professional image is preserved.

- a) The Mayor and Councilmembers have the right to express personal opinions on any issue, but must make it clear that they are speaking for themselves, are not speaking in an official capacity for the City, and are not speaking on behalf of City Council, unless the position has been adopted by the City Council.
- b) All conversations with a member of the media should be treated as on the record and all interviews with a member of the media shall be reported to the City's Communications Specialist/Public Information Officer as soon as reasonably possible after the interview.
- c) It is highly encouraged that the Mayor and Councilmembers contact the City Administrator for any relevant information prior to commenting on certain highly sensitive issues that may require greater discretion when speaking to media. These issues may include, but are not limited to:
 - 1. Legal issues, including liability issues and pending litigation.
 - 2. Personnel issues, including those surrounding existing and former City employees.
 - 3. Questions that involve police or fire investigations.
 - 4. A community-wide situation or emergency.

6.17. Policy Role of City Officials and Employees

City officials and employees shall respect and adhere to the City governmental structure as outlined in state law in addition to the City's policies and procedures. In this structure, the City Council determines the policies of the City with the advice, information, and analysis provided by the public, boards/committees/commissions, and City employees. Except as provided by this ordinance, Councilmembers therefore shall not interfere with the administrative functions of the City or the professional duties of the City employees; nor shall they impair the ability of City employees to implement City Council policy decisions.

6.18. Independence of Boards, Commissions, and Committees

Because of the value of the independent advice of boards/committees/commissions to the public decision-making process, City officials shall refrain from using their position to influence unduly the deliberations or outcomes of board/committee/commission proceedings. This section should not be interpreted to limit the participation of a Councilmember on a board/committee/commission to which they have been duly appointed by the City Council.

6.19. Positive Workplace Environment

City officials shall support the maintenance of a positive and constructive workplace environment for City employees, and for citizens and businesses dealing with the City. City officials shall recognize their role in dealing with City employees and refrain from creating the perception of inappropriate direction to City employees.

Only the City Council, acting as a body, is permitted to provide individual instruction to City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors regarding any matter confronting the City, whether policy-related or otherwise.

As the Chief Executive Officer of the City, the Mayor (or Mayor Pro-Tem acting in the Mayor's absence) may give direction and clarification to City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors to ensure that City rules, policies, and ordinances are properly carried out.

No member of the City Council shall give individual instruction to, attempt to define policy for, make any demand of, or attempt to influence City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors to circumvent City rules, policies, or ordinances.

Any member of the City Council may make requests of City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors for information, assistance, or other help as may be necessary, so long as such requests do not hinder the productivity of City employees or the operations of the City and so long as no orders, threats, promises, intimidations, or ultimatums, explicit or implicit, are issued.

Any member of the City Council giving individual instruction or making a demand of City employees, to include the City Attorney's Office, City Engineer's Office, and City Judges/Prosecutors with the exception noted below shall be deemed to have violated the Codes.

The single exception to this rule is that in times of emergencies lawfully declared by the Mayor, the Mayor may act independently as to matters of urgent need until a meeting of the City Council, in quorum, can be called.

6.20. Implementation

As an expression of the standards of conduct for City officials and employees expected by the City, the Codes are intended to be self-enforcing. It therefore becomes most effective when City officials and employees are thoroughly familiar with it and embrace its provisions. Ethical standards shall be included in the regular orientations for newly elected and appointed City officials as well as new City employees.

All City officials and employees shall sign a statement affirming they have read and understood the City of Garden Ridge Code of Ethics and Ethical Conduct Rules. In addition, the Codes shall be reviewed periodically, and the City Council shall consider recommendations from City officials, employees, and citizens for revisions as necessary.

6.21. Compliance

The Codes express standards of ethical conduct expected for elected and appointed City officials and City employees. City officials and employees themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chair of a City boards/committee/commission and the Mayor have the additional responsibility to intervene when any City official's actions appear to be in violation of the Codes and are brought to their attention.

6.22. Violations

Councilmembers are expected to abide by the Codes at all times. Any Councilmember not adhering to the Codes shall be in violation of said Codes.

Any suspected or alleged violation by a Councilmember must be reported to the Mayor. Any suspected or alleged violation by the Mayor shall be reported to the Mayor Pro-Tem and the City Administrator. In the case of a City employee making the report regarding a Councilmember, the report shall be made to the City Administrator, who will then report it to the Mayor (or the Mayor Pro-Tem regarding a report concerning the Mayor). Upon report, the City Administrator and City Attorney will assist the Mayor (or the Mayor Pro-Tem regarding a report concerning the Mayor) in following the procedures for addressing violations or alleged violations.

6.23. Procedure for Conducting Inquiries

The role of leading an inquiry of any Councilmember for any violation or alleged violation of this policy lies with the Mayor, Mayor Pro-Tem, and, if approved by City Council, an independent attorney or investigator. If the Mayor and/or Mayor Pro-Tem is the subject of an inquiry, their respective roles of leading an inquiry will be deferred to the next ranking Councilmember by seniority and, if approved by City Council, an independent attorney or investigator. The City Attorney shall not conduct the investigation of any Councilmember.

Any Councilmember who is the subject of an inquiry shall have the ability to provide a written statement responding to the findings of the inquiry. All Councilmembers who are not the subject of an inquiry have a right to participate in the inquiry process regarding violations or alleged violations and their subsequent enforcement.

Depending on the circumstances of alleged violations of law or policy, the City Council may approve an independent attorney or investigator to initiate an investigation of the allegations prior to imposing any enforcement actions described in this policy.

In deciding whether or not to open an investigation the City Council should consider:

- a) Whether a City Council investigation may compromise other investigations regarding the same alleged actions, and, if the actions may result in criminal charges, whether the right of the accused Councilmember to a fair jury trial may be compromised by proceeding with an investigation;
- b) If persons involved in the allegations may choose to exercise their constitutional right against self-incrimination, which may limit the investigation's ability to present a full picture of alleged events; and
- c) How to ensure the protection of rights of those accused of violations, those making such accusations, and those who have information regarding the accusations.

At any point during any of the processes described in this policy, the City Council may refer the matter, as appropriate, to the Comal County District Attorney, the Texas Elections Commission, or to another law enforcement agency, for investigation. Following such a referral, the City Council may proceed with any actions it chooses to take under the provisions of the Codes and any other action permitted by state law.

If, upon proper investigation, an inquiry involving a City official is determined to be unfounded, written documentation of this fact will be recorded in the minutes. If, upon proper investigation, an inquiry involving a City employee is determined to be unfounded, written documentation of this fact will be placed in the employee's personnel file.

6.24. Enforcement of Violations

The City Council may impose sanctions, such as reprimand, formal censure, or loss of committee assignment, on City officials whose conduct does not comply with the Codes or City's standards. The City Council also may act to remove members of any City board/committee/commission from office.

Councilmembers have the obligation to govern themselves responsibly in the enforcement of any violation of this policy. The objective for establishing rules of enforcement pertaining to this policy is to provide fair, consistent, concise, and efficient guidelines for the use of enforcement against violations of this policy.

As a general matter, enforcement of this policy may be progressive, but circumstances may indicate that strong actions be taken immediately. Furthermore, City Council is not bound to the enforcement guidelines of this policy and should make decisions on a case-by-case basis. City Council, as a collective body, may change the order of the disciplinary steps listed below, or may choose not to use any step, depending on the circumstances under review.

City Council may take any appropriate disciplinary action including, but not limited to:

- a) Cautioning. Cautioning is identified as a verbal reprimand and shall not be recorded. A cautioning shall be administered in private to the Councilmember by the Mayor with the City Administrator, Chief of Police, or City Attorney present acting as a witness. If the Mayor is receiving the cautioning, it shall be administered in private to the Mayor by the Mayor Pro-Tem with the City Administrator, Chief of Police, or City Attorney present acting as a witness.
- b) Correction. Correction is identified as a verbal reprimand and shall be conducted during a public meeting in accordance with the Texas Open Meetings Act. The correction of any Councilmember, including the Mayor, shall be noted in the minutes but will not otherwise be administered in writing. A quorum of the City Council, including the corrected Councilmember, shall be present during the administration of the correction. The City Attorney shall be notified of the correction in advance and shall be present during the administration of the correction.
- c) Censure. The act of placing a Councilmember under censure is an official and public reprimand of a Councilmember by the governing body for multiple and/or serious infractions against the Codes.

The censure of any Councilmember, including the Mayor, shall be administered in writing. City Council shall assess censure on a case-by-case basis, with any censure period lasting no more than sixty (60) days. At the end of the censure period, the censure has expired and shall not be extended. A Councilmember placed under censure may return to a good standing status once their censure period has ended. The body of the City Council may determine to end the censure period of a Councilmember prior to the conclusion of said period at their discretion.

All censure hearings shall be conducted in accordance with the Open Meetings Act and the City Council may adopt a resolution of censure based on clear and convincing facts supporting the allegations of misconduct giving rise to the censure. A resolution of censure may include the imposition of sanctions against the Councilmember, such sanctions may include removal from committee assignments and restrictions on representing the City in any official capacity. A censure must be publicly voted on in open session of the City Council and must be passed by a 2/3 supermajority vote. A Councilmember under consideration of censure will not vote on their own censure.

SECTION 7. DEFINITIONS.

For purposes of this Ordinance, the following terms, words, and the derivation thereof shall have the meaning given herein. All other terms have their usual and ordinary meaning.

Business means a corporation, partnership, sole proprietorship, firm, holding company, joint stock company, receivership, trust or any other for profit or non-profit entity.

City Council means the legislative and governing body of the City consisting of the Mayor and Councilmembers.

City Official means any member of the City Council and any appointed member of a board, committee, or commission set up by ordinance, resolution, state law, or otherwise on a temporary or permanent basis.

City Records means any document, paper, letter, book, map, photograph, sound or video recording, microfilm, magnetic tape, electronic medium, or other information recording medium, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by a local government or any of its officials or employees pursuant to law, including an ordinance, or in the transaction of public business.

Custodian of City Records means any City official or employee who creates or receives City records.

Employee means any person employed by the City, including those individuals on a part-time basis as well as independent contractors hired by the City for repetitive performance of services, but not independent contractors engaged for occasional services.

SECTION 8. CUMULATIVE AND SAVINGS.

This ordinance is cumulative of all provisions of ordinances of the City of Garden Ridge, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. All previous versions of this ordinance to the extent that they are in conflict herewith are repealed.

SECTION 9. SEVERABILITY.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance is declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality will not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 10. EFFECTIVE DATE.

This ordinance shall become effective immediately upon its passage, approval, and any publication as provided by law.

PASSED AND APPROVED ON this 6th day of April, 2022.

Robb Erickson
Mayor

ATTEST:

Marisa Spencer
City Secretary



City of Garden Ridge

"A way of life, not just a place to live"

March 31, 2022

To: Mayor Erickson and City Council
From: City Administrator Cain

The City owns a sixty (60) foot right-of-way off Blazing Star directly across from Sundew Lane that leads to a set of double gates at the rear of Paul Davis Park. The right-of-way was intended to be an extension of Sundew Lane into a development of residential lots; however, the development of the lots never occurred, and the area is now part of Paul Davis Park. It is proposed that the right-of-way be utilized only as access into the area of Paul Davis Park where parking occurs during City events or for emergency access in or out of the park. The use of the right-of-way for access to parking at Paul Davis Park will alleviate the congestion at the entrance to the park on Grass Creek during large City events, thus creating a much safer and controlled environment for the public and City personnel. There would no longer be access from Grass Creek into the parking area which will alleviate the need for Public Works to build up the creek bed.

Preparing the right-of-way for use as an access point will require the removal of three (3) cedar trees and topping the surface with mulch. After each use Public Works will fill in any ruts that are created by vehicle traffic to keep the area looking nice.

The properties at 9139 Blazing Star and 9207 Blazing Star adjoin the right-of-way to the left and right respectively. Since these properties would be directly impacted by the proposed access point it was felt that we should obtain their input on the proposed use of the right-of-way. The property owner at 9207 Blazing Star has indicated they have no problem with the proposal. A message has been left for the property owner at 9139 Blazing Star and at the time of this memo a return call has not been received.

The Police Department and Public Works are in support of the use of the sixty (60) foot right-of-way as an access point for parking for City sponsored events and emergency access at Paul Davis Park.

It is recommended that City Council approve the use of the sixty (60) foot right-of-way off Blazing Star across from Sundew Lane for access to parking for City sponsored events and emergency access at Paul Davis Park.

Respectfully,

Nancy Cain
City Administrator



60' ROW



Parking

Paul Davis
Park

Blazing Star Trail

Blazing Star Trail

Grass Creek Rd

Grass Creek Rd

Future Agenda Items

City Council

May 4, 2022, Regular Meeting

14 days before Meeting	(04/20/2022)	City Council and Staff items are due.
12 days before Meeting	(04/22/2022)	City Administrator and Mayor review agenda. City Attorney is sent agenda.
8 days before Meeting	(04/26/2022)	Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/ request additional information be added)
5 days before Meeting	(04/29/2022)	Post agenda packet to City Website.
Meeting Day	(05/04/2022)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red (5/18: Canvass, 5/25: Worksession)

Planning & Zoning = Green

Water Commission = Blue

Quarry Commission = Purple

Municipal Court = Dark Gray

Election = Light Gray

Events = Yellow (First Friday)

City Holiday = Orange

Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 1, 2022, Regular Meeting

14 days before Meeting	(05/18/2022)	City Council and Staff items are due.
12 days before Meeting	(05/20/2022)	City Administrator and Mayor review agenda. City Attorney is sent agenda.
8 days before Meeting	(05/24/2022)	Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/ request additional information be added)
5 days before Meeting	(05/27/2022)	Post agenda packet to City Website.
Meeting Day	(06/01/2022)	Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.

City Council = Red

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

Municipal Court = Gray

Events = Yellow (First Friday & Shred Event)

City Holiday = Orange

Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

PENDING FUTURE AGENDA ITEMS

1. Monitoring Wells in the City of Garden Ridge... *Arvidson*
2. Update on City-funded monument for Paul Davis Park... *Bower*