



CITY OF COLLEYVILLE CITY COUNCIL AGENDA

100 Main Street, Colleyville, Texas, 76034

TUESDAY, JULY 16, 2024

**WORKSESSION
5:30 PM
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER

- WS-1** Discussion of the FY2025-2029 Draft CIP
- WS-2** Discussion of pervious and impervious coverage
- WS-3** Discussion of regulating recording devices
- WS-4** Discussion of the July 16, 2024, City Council regular agenda items

1. EXECUTIVE SESSION - In accordance with Texas Government Code, Chapter 551, Subchapter D

Section 551.071 - Legal - Consultation with the City Attorney regarding items on the agenda or for matters 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 Chapter 551 of the Texas Code

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities

Section 551.087 - Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

**REGULAR MEETING
7:00 P.M.
CITY COUNCIL CHAMBERS**

INVOCATION: Pastor Shelley Poole, Journey Church

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-24-4955

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Colleyville Lions Club presentation - Deb Cashen, Secretary

4. CONSENT: READING AND PUBLIC HEARING - RESOLUTION R-24-4956

4a Approval of the minutes of the regular City Council meeting of July 2, 2024

4b Approval of the Fiscal Year 2025 Colleyville Crime Control and Prevention District budget

5. ITEMS NOT FOR CITY COUNCIL ACTION

5a Monthly Financial Report - June 2024

6. ORDINANCE(S): SECOND READING AND PUBLIC HEARING

6a Ordinance O-24-2288

Request to appeal the decision of the Planning and Zoning Commission for consideration of a Special Use Permit to allow for a carport on Lot 1, Block 1, Debrecht Addition, located at 306 Van Oaks Drive, Case ZC24-008

6b Ordinance O-24-2289

Amending Exhibit B of Ordinance O-21-2179 for the purpose of deleting the local amendment to Section 1003, Interceptors and Separators, of the adopted 2018 edition of the International Plumbing Code and adopting the original language of Section 1003 as published in the 2018 edition of the International Plumbing Code; amending Section 18-19(b) of the Code of Ordinances

7. CITIZEN COMMENTS

8. REPORTS

Planning and Zoning Commission Meeting Minutes - June 10, 2024

Planning and Zoning Commission Worksession Minutes - June 24, 2024

9. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, JULY 16, 2024 - READING AND PUBLIC HEARING - RESOLUTION R-24-4957

10. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, July 12, 2024* by 5:00 p.m.

Angela Feters
Assistant City Secretary

A quorum of any Colleyville board, commission, or committee may be present at this meeting. Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number WS-1

Agenda Date 7/16/2024

Type Worksession

Department Public Works

Title

Discussion of the FY2025-2029 Draft CIP

Explanation

This item will provide an overview of the draft FY2025-2029 CIP.

Attachments

1. FY2025-2029 CIP Presentation

Capital Improvement Program (CIP) Presentation and Discussion

City Council Worksession

July 16, 2024

What is a CIP?

Capital Improvement Program (CIP)

- A short-range, rolling plan, usually three to five years out, which identifies capital projects and provides a planning schedule, including funding options

The Benefits of a CIP Include:

- Provides the link between the strategic plans and the City's annual budget
- Supports the City's long term goals and vision
- Focuses on preserving the City's infrastructure while ensuring the efficient use of public funds

Project Selection

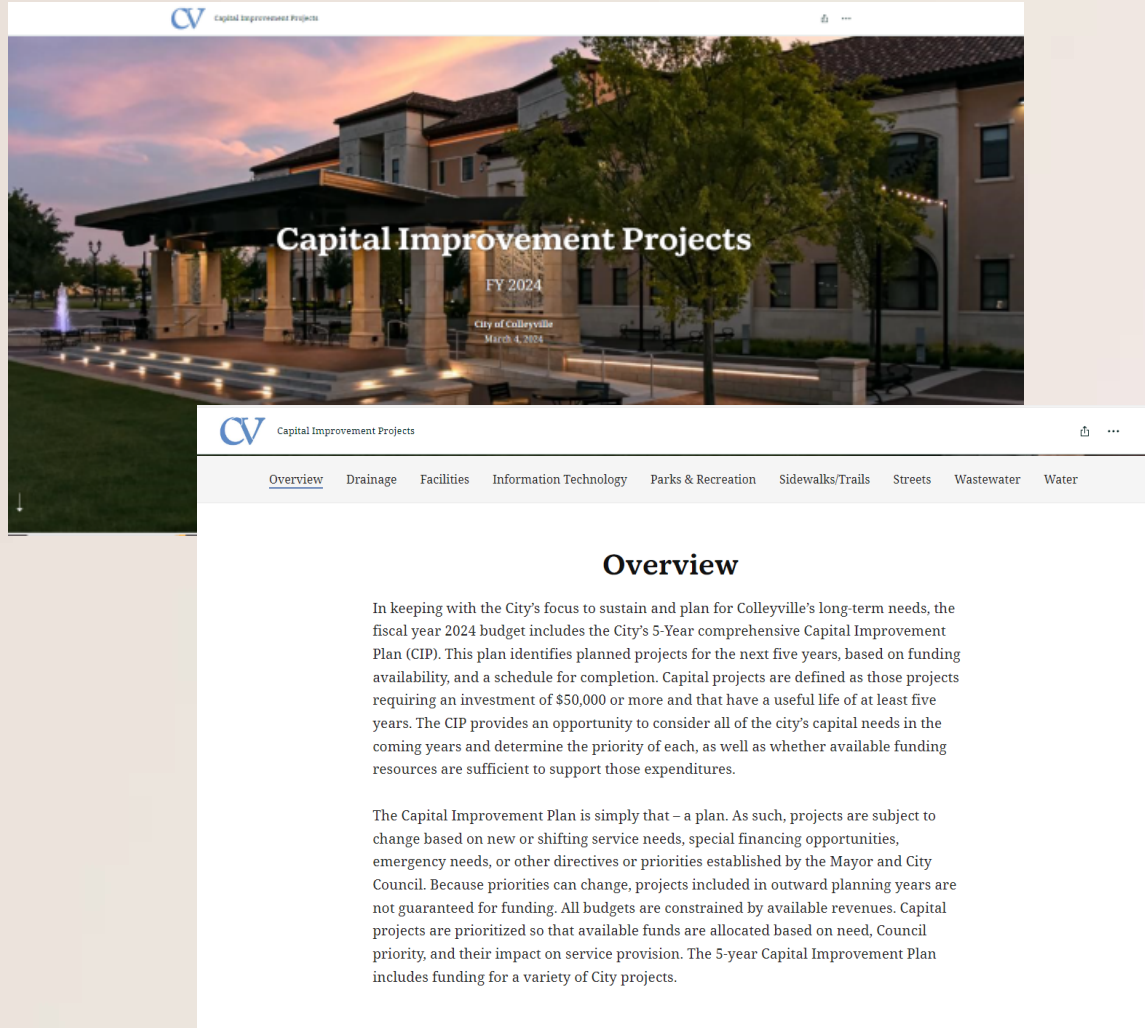
Several factors are considered when projects are considered for funding in the Capital Improvement Program

- Condition of asset
- Risk management
- Long term vision (Master Plans)
- Available funding sources
- Use of asset (Average Daily Traffic for Streets)
- Classification of asset (Local or Non-local Street)
- Considerations of the benefit of the project
- All projects receive final approval by City Council

Interactive Map



Capital Improvement Projects Interactive Map



- The City of Colleyville Website has an interactive map which provides detailed information regarding each of the current capital projects
- The map will be updated to include the proposed FY2025 projects once adopted

www.colleyville.com

FY24 Recreation Center Highlights



Gym Renovation
Contract Award
\$1,139,728



LED Lighting
Contract Award
\$49,731



Roof Coating
Contract Award
\$307,500

**State Energy Conservation Office
LED Lighting Grant Received
\$35,000**
(exterior lights, classrooms, Voting
Center & North Gym)

FY24 Senior Center Highlights



Senior Center
Contract Award
\$3,749,927

FY24 Parks Beautification & Branding Highlights

**Justice Center Pond
Contract Award
\$451,235**

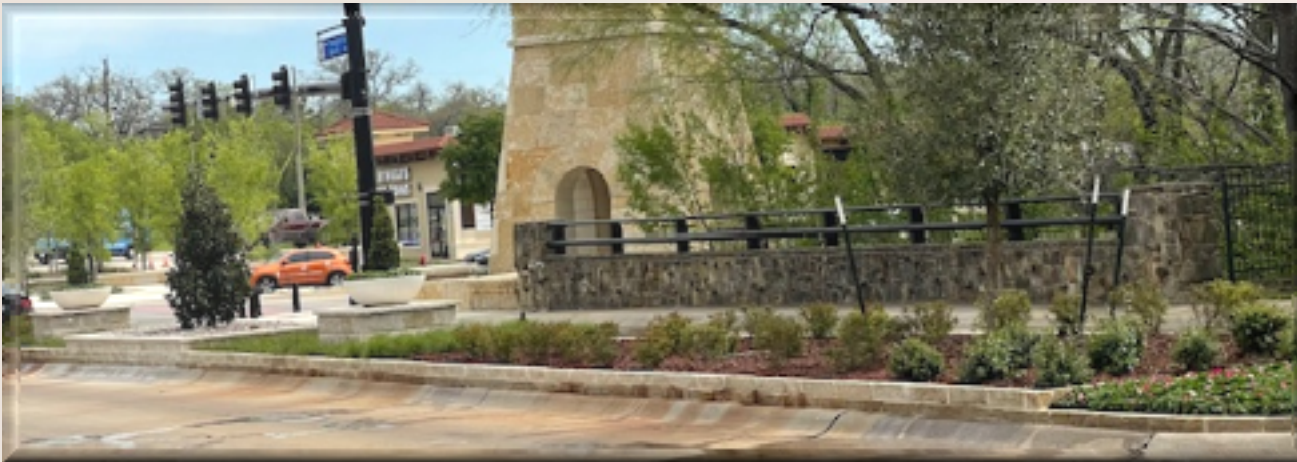


**Wayfinding Signage
Contract Award
\$104,027**



**Green Ribbon
Contract Award
\$104,027
SH 26/Longwood
&
L.D. Lockett/Precinct Line**

**TxDOT Grant Received
\$324,311**



FY24 Parks Highlights



Woodbriar Park Playground
Contract Award
\$192,821



Kimzey Park Playground
Contract Award
\$348,331

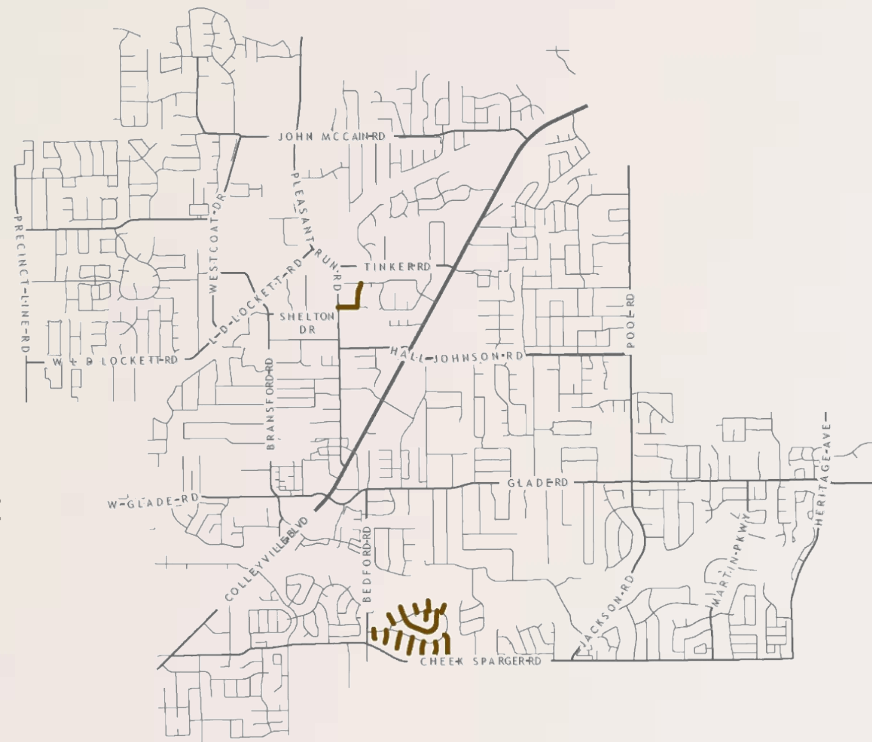


FY24 Public Works Highlights



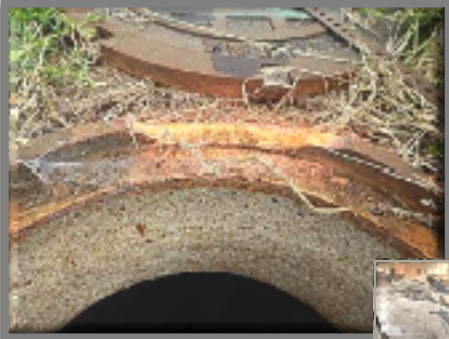
Local Street Maintenance Project 2.68 Lane Miles Resurfaced Partnership with Tarrant County \$350,560

- Cooks Lane
- Waller Lane
- Ashley Ct
- Butler Ct
- Copperwood Ct
- Crest Ct
- Crest Dr
- Elmwood Ct
- Fairhill Ct
- Greenway Ct
- Magnolia Ct
- Savannah Ct
- Tara Dr
- Trail Bend Ct
- Wood Creek Ct
- Plantation Ct



Glade at Roberts Road Intersection Improvements Contract Award \$1,016,216

FY24 Public Works Utility Highlights



WW Project 10: Rehabilitation of Priority 2 Manholes

Budget Amount
\$150,000



Preston Manor Pressure Relief Valve

Contract Award
\$116,000



Reserve Lift Station

Contract Award
\$246,500



Woodbriar and Quail Crest Water/Wastewater PHI - Construction

Contract Award
\$3,999,898



FY24 Recap of In-House Projects



**Nature Center
Pedestrian
Enhancements**
\$26,800 savings



Old Grove Pond
\$50,000 savings



Voting Center
\$82,500 savings

FY24 Recap of In-House Projects

Total Savings: \$979,700



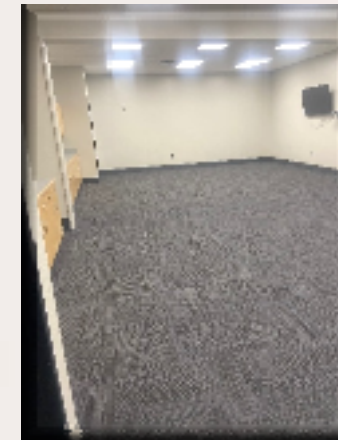
**Recreation Center
Front Offices**
\$664,800 savings



**Recreation Center
North Gym**
\$115,000 savings



**Recreation Center
Group Fitness**
\$31,000 savings



**Recreation Center
Classroom Expansion**
\$9,600 savings

Proposed Five Year CIP



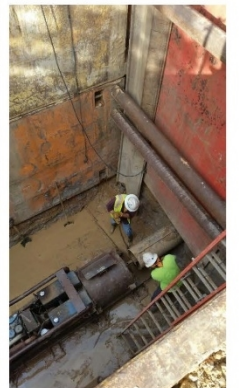
The Proposed Fiscal Year 2025-2029 Capital Improvement Program

- The program identifies planned projects for the next 5 years, based on funding availability, and a schedule for completion
- The CIP provides an opportunity to consider the City's capital needs in the coming years and determine the priority of each while ensuring available funding resources are sufficient to support expenditures



Fiscal Year 2025 – 2029
CAPITAL
IMPROVEMENT
PROGRAM

Adopted by Resolution No.



FY25 Projects



Drainage	CIP Amount
Bandit Trail Drainage Improvements - Design	\$100,000
Bedford Road Low Water Crossing - Design	\$550,000
Drainage Improvements FY2025	\$100,000
Heritage Bridge Over LBC Scour Countermeasure Construction	\$450,000
Wagonwheel and Chisolm - Design	\$75,000
Water Project 18: Pecan Park Estates-Construction-FY2025	\$350,000
Drainage Total	\$1,625,000

Information Technology	CIP Amount
Fiber Optic - FY2025	\$300,000
Fire CAD Upgrade	\$30,000
Library Equipment Replacement	\$100,000
NETCO Radio Consortium	\$165,000
Portable Radios	\$340,000
Security Cameras in Parks-FY2025	\$100,000
Information Technology Total	\$1,035,000

Facilities	CIP Amount
Awnings at Parks Facility	\$200,000
Colleyville Center Renovation-FY2025	\$250,000
Fire Training Facility	\$150,000
Justice Center Backup Generator	\$971,900
Justice Center Interior Renovation-FY2025	\$300,000
Parking Facility Pavement Marking-FY2025	\$50,000
Plaza Stone Restoration	\$125,000
Public Works Service Center Emergency Generator	\$190,000
Recreation Center HVAC Replacement Phase I	\$300,000
Facilities Total	\$2,536,900

Master Plans/Studies	CIP Amount
Active Transportation Plan	\$148,860
L.D. Lockett Pump Station Equipment Assessment	\$25,000
Northern Gateway Flood Study	\$100,000
Recreation Center Master Plan	\$200,000
Master Plans/Studies Total	\$473,860

Note: Some projects listed are multi-year and/or multi-fund projects

FY25 Projects



Streets	CIP Amount
Bedford Road at Cheek-Sparger Road Roundabout - ROW/DESIGN	\$300,000
Cheek-Sparger Road (Heritage to Bedford) - Design	\$2,000,000
Heritage Avenue - Design (Cheek-Sparger to Guadalupe)	\$550,000
Heritage Bridge Expansion and Right Turn Lane Extension	\$750,000
John McCain Bridge Expansion-Design	\$50,000
Light Pole Painting/Replacement Program-FY2025	\$50,000
Roberts Road PHII - Construction	\$1,400,000
Street Maintenance Program-FY2025	\$1,000,000
Street Pavement Marking-FY2025	\$100,000
Streets Total	\$6,200,000

Sidewalks/Trails	CIP Amount
Bransford Rd Trail (Field St to Cotton Belt Trail)-Construction	\$1,100,000
Montclair Sidewalk-Construction	\$1,200,000
Sidewalks/Trails Total	\$2,300,000

Utilities	CIP Amount
Woodbriar and Quail Crest Water/WW - PH I Construction-FY2025	\$2,000,000
WW Project 10: Rehabilitation of Priority 2 Manholes-FY2025	\$150,000
Jackson Road Waterline Relocation	\$750,000
Water Project 11: Tinker Road Water/Drainage/Road Reconstruction-FY2025	\$1,000,000
Water Project 18: Pecan Park Estates PHII-Construction - FY2025	\$2,275,000
Water Project 5: Brighton Oaks - Design	\$250,000
Water Tower Tank Mixers	\$250,000
Woodbriar and Quail Crest Water/WW - PH II Design	\$200,000
Utilities Total	\$6,875,000

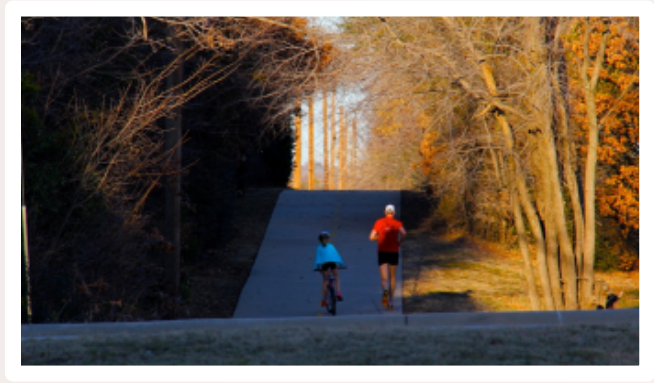
Note: Some projects listed are multi-year and/or multi-fund projects

FY25 Projects



Parks and Recreation	CIP Amount
Caboose Painting	\$35,000
Central Fire Station Landscape and Retaining Walls	\$81,000
City Park Baseball Field Improvement	\$85,000
City Park Playground/Splash Pad-FY2025	\$1,100,000
Green Ribbon Beautification - FY2025	\$545,000
Heroes Park Renovation-Construction	\$7,000,000
Kimzey Park Additional Parking	\$100,000
New Park Amenity-FY2025	\$600,000
Park Beautification-FY2025	\$50,000
Park Signage/Branding Program-FY2025	\$150,000
Park Tree Installation Program-FY2025	\$50,000
Parks Miscellaneous Improvement Projects	\$200,000
Parkway Tree Removal and Replacement-FY2025	\$75,000
Pleasant Run Park Parking Facility - Design	\$30,000
Senior Center Outdoor Fitness	\$100,000
SH26 Christmas Decorations	\$100,000
SH26 Electricity in Medians	\$350,000
Wayfinding Signage-FY2025	\$100,000
Parks and Recreation Total	\$10,751,000

Vehicles and Equipment	CIP Amount
Bear Cat Armored Vehicle	\$77,373
Ditch Witch Trencher	\$130,000
Vactor Truck	\$515,000
Vehicles and Equipment Total	\$722,373



Questions and Discussion



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number WS-2

Agenda Date 7/16/2024

Type Worksession

Department City Manager

Title

Discussion of pervious and impervious coverage

Explanation

The City Council asked staff to look at changes to the calculation of impervious coverage to exclude pools and synthetic turf areas. Pools have the ability to hold additional water which is in line with that of grass. New synthetic turf technology provides for drainage to occur as well. Staff will present the existing language and current practice in calculating impervious coverage and provide potential options for amending the Land Development Code.

Attachments

1. Impervious Coverage Presentation
2. List of Cities Impervious Coverage Information
3. City of Grapevine Turf Memo

Impervious Coverage Pools & Synthetic turf

July 16, 2024
Council Worksession

Impervious Coverage. The combined area occupied by all principal and accessory buildings, structures, and paved parking, patio, sidewalk and driveway areas.

Landscaping. Any combination of trees, shrubs, flowers, grass or other horticultural elements, decorative stonework, paving, screening or other architectural elements, all of which are designed to enhance the visual amenity of a property and/or to provide a screen to mitigate any objectionable aspects that may detrimentally affect adjacent land.

-does not include pool or synthetic grass areas

Land Development Code



SECTION 3.24.G – SCHEDULE OF DISTRICT REGULATIONS

MAXIMUM RESIDENTIAL DENSITY; MINIMUM LOT SIZE REQUIREMENTS; MINIMUM YARD REQUIREMENTS; MAXIMUM BUILDING HEIGHT; MAXIMUM LOT COVERAGE; OUTDOOR STORAGE; SCREENING; AND, HOURS OF OPERATION

(See District Regulations Notes following Section 3.24.F for explanation of letters in charts)

Zoning Districts		Minimum Lot Size Requirements				Max. Lot Size	Minimum Yard Requirements**			Max. Building Height		Max. Lot Coverage	Max. Impervious Coverage
		Area (sq. ft.)		Min. Width in feet	Min. Depth in feet		Front/Street ROW Side (feet)	Internal Side (feet)	Rear (feet)	Stories	Feet	Percent	Percent
Classification		Per Family	Total										
AG	Agricultural	130,880	130,880	200	300	n.a.	40'	25'	40'	2.5	35'	20%	50%
RE	S.F. "Estate" Residential	80,000	80,000	200	300	n.a.	40'	25'	40'	2.5	35'	20%	50%
R-40	Single Family Residential	40,000	40,000	150'	150'	n.a.	40'	15'	25'	2.5	35'	20%	50%
R-30	Single Family Residential	30,000	30,000	125'	125'	n.a.	35'	10'	25'	2.5	35'	25%	55%
R-20	Single Family Residential	20,000	20,000	100'	125'	n.a.	30'	10'	25'	2.5	35'	30%	60%
R-15	Single Family Residential	15,000	15,000	100'	125'	n.a.	30'	10'	25'	2.5	35'	30%	60%
R-D	Two Family Residential	4,000	8,000	70'	115'	n.a.	25'	10'	25'	2.5	30'	50%	60%
R-MF	Multi-Family Residential (zoned after June 16, 1961)	2,700	18,000	70'	115'	n.a.	25'	10'	25'	2.0	30'	50%	80%
R-MF	Multi-Family Residential (zoned before June 16, 1961)	1,500	10,000	70'	115'	n.a.	25'	10'	25'	3.0	30'	75%	80%
MH	Mobile Home (Minimum size of mobile home park - 40 spaces)	20,000	20,000	100'	125'	n.a.	30'	10'	25'	2.5	30'	30%	40%
C-PO	Professional Office Commercial	n.a.	7,200	100'	120'	1 acre	40'	15' (B/C)	10' (C/D)	2.0	35'	40%	80%
CN	Neighborhood Commercial	n.a.	10,000	100'	120'	1 acre	40'	15' (B/C)	10' (C/D)	2.0	35'	40%	80%
CC1	Village Retail	n.a.	15,000	150'	120'	5 acres	40' (A)	15' (B/C)	10' (C/D)	2.0	35'	50%	80%
CC2	Shopping Center	n.a.	20,000	150'	120'	none	40' (A)	15' (B/C)	10' (C/D)	2.0	35'	60%	80%
CC3	Highway Commercial	n.a.	10,000	150'	120'	none	40'	15' (B/C)	10' (C/D)	2.0	35'	70%	80%
ML	Light Manufacturing	n.a.	10,000	100'	120'	none	40'	15' (B/C)	10' (C/D)	2.0	35'	60%	80%

Discussion

Zoning Districts		Max. Lot Coverage	Max. Impervious Coverage
Classification		Percent	Percent
AG	Agricultural	20%	50%
RE	S.F. "Estate" Residential	20%	50%
R-40	Single Family Residential	20%	50%
R-30	Single Family Residential	25%	55%
R-20	Single Family Residential	30%	60%
R-15	Single Family Residential	30%	60%
R-D	Two Family Residential	50%	60%
R-MF	Mufty-Family Residential (zoned after June 16, 1961)	50%	80%
R-MF	Mufty-Family Residential (zoned before June 16, 1961)	75%	80%
MH	Mobile Home (Minimum size of mobile home park - 40 spaces)	30%	40%

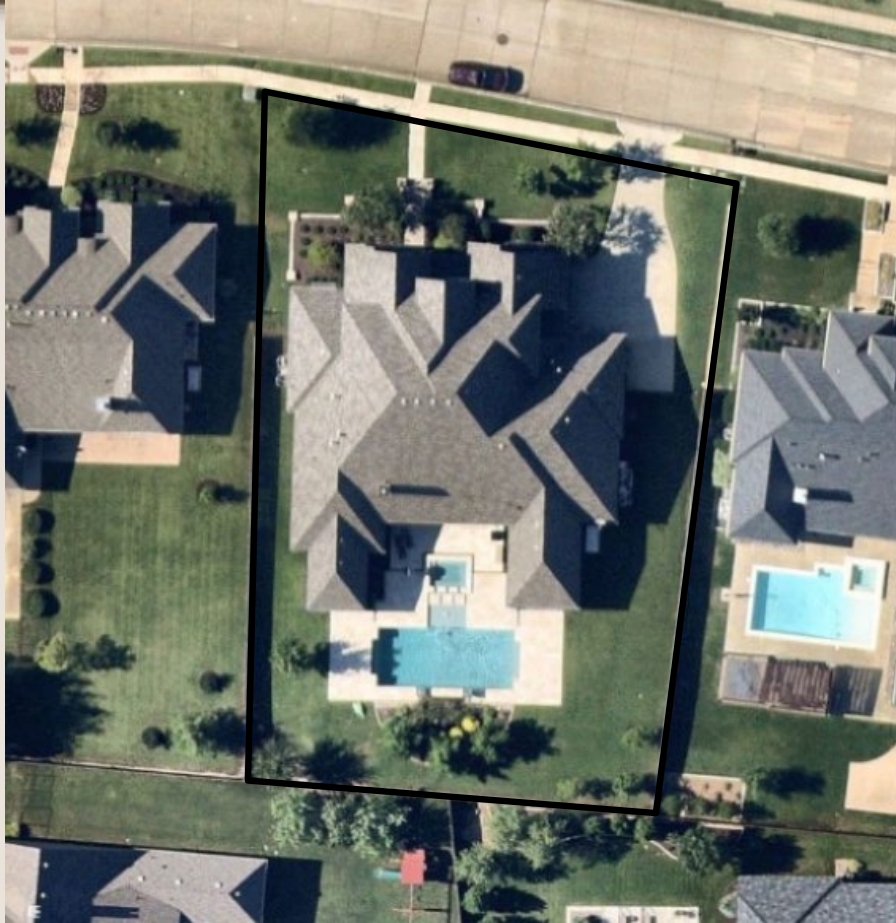
Currently:

- Must provide engineering data for pool or synthetic grass areas to be considered as 'pervious'.
 - No examples to date
- Drainage plans required prior to construction.

Option:

- Allow partial credit for pool and/or synthetic grass areas
- Up to ½ of required pervious area can be pool or synthetic grass
 - 25% (of lot area) in AG, RE, & R-40
 - 22.5% in R-30
 - 20% in R-20, R-15, RD, & R-MF
- Drainage plans required prior to construction.

Example – R-20 district



Lot area:	20,355 SF
Max. Lot Cover:	30% of lot area
Max. Impervious Cover:	60%
Min. Pervious Area:	40%

- $\pm 8,100$ SF required to be pervious
- Partial credit would allow for up to $\pm 4,050$ SF to be pool and/or synthetic grass

Example – R-20 district



Lot area:	20,355 SF
Max. Lot Cover:	30% of lot area
Max. Impervious Cover:	60%
Min. Pervious Area:	40%

- $\pm 8,100$ SF required to be pervious
- Partial credit would allow for up to $\pm 4,050$ SF to be pool and/or synthetic grass

Example – R-40 district



Lot area:	43,560 SF
Max. Lot Cover:	20% of lot area
Max. Impervious Cover:	50%
Min. Pervious Area:	50%

- $\pm 21,780$ SF required to be pervious
- Partial credit would allow for up to $\pm 10,890$ SF to be pool and/or synthetic grass

Amend the definition in the Land Development Code:

Chapter 2: Definitions

Impervious Coverage. The combined area occupied by all principal and accessory buildings, structures, and paved parking, patio, sidewalk and driveway areas. Partial Credit: the total impervious coverage may be increased to include the pool (water) area and/or synthetic grass areas only up to 50% of the required pervious area as required by the zoning on the lot.

Future steps

SECTION 3.24.G – SCHEDULE OF DISTRICT REGULATIONS

MAXIMUM RESIDENTIAL DENSITY; MINIMUM LOT SIZE REQUIREMENTS; MINIMUM YARD REQUIREMENTS; MAXIMUM BUILDING HEIGHT; MAXIMUM LOT COVERAGE; OUTDOOR STORAGE; SCREENING; AND, HOURS OF OPERATION

(See District Regulations Notes following Section 3.24.F for explanation of letters in charts)

Add note to Section 3.24.G:

* All regulations may vary when above districts are used as a base district for a PUD

** All required building lines shall adhere to the minimum yard requirement of the applicable zoning district for the property per Section 3.24.G-Schedule of District Regulations regardless of any setbacks shown on a plat unless a documented plat waiver has been approved.

*** **Partial Credit:** the total impervious coverage may be increased to include the pool (water) area and/or synthetic grass areas only up to 50% of the required pervious area as required by the zoning on the lot.

Zoning Districts		Minimum Lot Size Requirements				Max. Lot Size	Minimum Yard Requirements**			Max. Building Height		Max. Lot Coverage	Max. Impervious Coverage ***
		Area (sq. ft.)		Min. Width in feet	Min. Depth in feet		Front/Street ROW Side (feet)	Internal Side (feet)	Rear (feet)	Stories	Feet	Percent	Percent
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MH	Mobile Home (Minimum size of mobile home park - 40 spaces)	20,000	20,000	100'	125'	n.a.	30'	10'	25'	2.5	30'	30%	40%
C-PO	Professional Office Commercial	n.a.	7,200	100'	120'	1 acre	40'	15' (B/C)	10' (C/D)	2.0	35'	40%	80%
CN	Neighborhood Commercial	n.a.	10,000	100'	120'	1 acre	40'	15' (B/C)	10' (C/D)	2.0	35'	40%	80%
CC1	Village Retail	n.a.	15,000	150'	120'	5 acres	40' (A)	15' (B/C)	10' (C/D)	2.0	35'	50%	80%
CC2	Shopping Center	n.a.	20,000	150'	120'	none	40' (A)	15' (B/C)	10' (C/D)	2.0	35'	60%	80%
CC3	Highway Commercial	n.a.	10,000	150'	120'	none	40'	15' (B/C)	10' (C/D)	2.0	35'	70%	80%
ML	Light Manufacturing	n.a.	10,000	100'	120'	none	40'	15' (B/C)	10' (C/D)	2.0	35'	60%	80%

Questions/Comments

City	Definition of Impervious Cover	Are Pools Impervious?	Is Synthetic Turf Impervious?
Keller	Means those surfaces that cannot effectively infiltrate rainfall (e.g., building rooftops, pavement, sidewalks, driveways, etc)	Yes	No
Southlake	Impervious area (or impervious surface) means a surface that has been compacted or covered with a layer of material so that it is resistant to infiltration by water and does not have a natural state of vegetative cover. Impervious areas include, but are not limited to, compacted soils with a surface treatment, gravel or crushed stone surfaces, asphalt or concrete pavement, parking lots, driveways, sidewalks and private roadways, and buildings, and other man-made structures, surfaces, or uses that change the natural surface of the land and have the effect of increasing, concentrating, or otherwise altering stormwater runoff.	No, Pool area is not considered impervious	No, Additional landscaping is required if next to street side
North Richland Hills	Impervious area (or impervious surface) means a surface that has been compacted or covered with a layer of material so that it is resistant to infiltration by water and does not have a natural state of vegetative cover. Impervious areas include, but are not limited to, compacted soils with a surface treatment, gravel or crushed stone surfaces, asphalt or concrete pavement, parking lots, driveways, sidewalks and private roadways, and buildings, and other man-made structures, surfaces, or uses that change the natural surface of the land and have the effect of increasing, concentrating, or otherwise altering runoff.	Yes, Undefined	Varies by product, Pervious if product has documentation that water can penetrate

Bedford	No definitions or additional information found.	Yes	No turf regulations: 30% Live Plant Material Requirement in Front Yard
Grapevine	Artificial turf may be utilized as landscaping material on individual developed lots within single-family zoning districts with the following conditions: 1. The turf must be pervious and allow rainfall to percolate into the soil below. 2. Adequate means must be provided to conduct storm water according to the lot drainage plan approved by Public Works / Engineering. Decorative gravel and other like materials may be utilized as landscaping material on individual developed lots within single-family zoning districts with the following conditions: 1. Adequate means shall be in place to contain the material on site and prevent migration of the material onto another property or into the public right-of-way. 2. The soil surface shall be prepared to prevent the soil below from migrating to the surface and producing erosion.	No, Pool area is not considered impervious	No
Eules	Impervious coverage means that portion of a lot area which is covered by an impermeable surface, such as structures or paving, and thereby not allowing water penetration.	Yes	Varies by product, Pervious if product has documentation that water can penetrate
Hurst	Impervious surface: A surface which does not absorb water and consists of all buildings, parking areas, driveways, roads, sidewalks, structures and any areas of concrete or asphalt.	No, Pool area is not considered impervious	No

TO: BUILDING SERVICES STAFF

FROM: LARRY GRAY, BUILDING OFFICIAL

SUBJECT: POLICY, OPEN SPACE REGULATIONS / SINGLE-FAMILY ZONING DISTRICTS

DATE: Tuesday, October 3, 2023

Background Information:

It has been the interpretation that artificial turf and/or decorative gravel and the like are not suitable landscape materials for required open space for individual lots within single-family zoning districts. Recently, there has been increased interest by the general public to utilize artificial turf, decorative gravel, etc., to cover bare ground in these districts to both minimize maintenance and to decrease irrigation requirements.

Policy:

Artificial turf may be utilized as landscaping material on individual developed lots within single-family zoning districts with the following conditions:

1. The turf must be pervious and allow rainfall to percolate into the soil below.
2. Adequate means must be provided to conduct storm water according to the lot drainage plan approved by Public Works / Engineering.

Decorative gravel and other like materials may be utilized as landscaping material on individual developed lots within single-family zoning districts with the following conditions:

1. Adequate means shall be in place to contain the material on site and prevent migration of the material onto another property or into the public right-of-way.
2. The soil surface shall be prepared to prevent the soil below from migrating to the surface and producing erosion.

Any property within the Historic Township will require approval from the Historic Preservation Officer prior to installation of artificial turf or decorative gravel within the front yard or any side yard adjacent to a public street.



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number WS-3

Agenda Date 7/16/2024

Type Worksession

Department City Manager

Title

Discussion of regulating recording devices

Explanation

This item is to provide for the discussion of regulating recording devices.

Attachments



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number WS-4

Agenda Date 7/16/2024

Type Worksession

Department City Secretary

Title

Discussion of the July 16, 2024, City Council regular agenda items

Explanation

Attachments



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 1

Agenda Date 7/16/2024

Type Executive Session

Department City Secretary

Title

Section 551.071 - Legal - Consultation with the City Attorney regarding items on the agenda or for matters 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 Chapter 551 of the Texas Code

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities

Section 551.087 – Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

Attachments

RESOLUTION R-24-4950

**A RESOLUTION APPROVING COUNCIL ACTION REGARDING
EXECUTIVE SESSION ITEMS AT THE REGULAR CITY COUNCIL
MEETING OF JULY 2, 2024**

WHEREAS, following discussion in Executive Session, and in full accordance with the requirements of the Open Meetings Act, the City Council determines that the following action is in the best interests of the health, safety, and welfare of the public.

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

Sec. 1. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 2ND DAY OF JULY 2024.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Bobby Lindamood
Mayor



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number

Agenda Date 7/16/2024

Type Announcements, Proclamations, and Presentations

Department City Secretary

Title

Colleyville Lions Club presentation - Deb Cashen, Secretary

Attachments

RESOLUTION R-24-4956

**APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT
THE REGULAR CITY COUNCIL MEETING OF JULY 16, 2024**

WHEREAS, City Council has taken action on certain items on the agenda under Consent Items.

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

- Sec. 1. THAT the agenda decisions approved by City Council action under Consent Items as follows are hereby adopted:
- a. Approval of the minutes of the regular City Council meeting of July 2, 2024
 - b. Approval of the Fiscal Year 2025 Colleyville Crime Control and Prevention District budget

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 16TH DAY OF JULY 2024.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

CITY OF COLLEYVILLE

Angela Fetters
Assistant City Secretary

Bobby Lindamood
Mayor



CITY OF COLLEYVILLE CITY COUNCIL MINUTES

100 Main Street, Colleyville, Texas, 76034

TUESDAY, JULY 2, 2024

Mayor Bobby Lindamood called the Colleyville City Council Worksession to order on Tuesday, July 2, 2024, at 5:33 p.m.

ROLL CALL: Mayor Bobby Lindamood, Mayor Pro Tem Brandi Elder, Deputy Mayor Pro Tem Scotty Richardson, and Councilmembers Mark Alphonso, Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Adrienne Lothery, Police Chief Michael Miller, Community Development Director Ben Bryner, Public Works Director Amber Beard, City Engineer Larry Wright, Finance Director Matt Poston, City Attorney Nicole Corr, and City Secretary Christine Loven.

WS-1 Update from Tarrant Appraisal District

Mr. Joe Don Bobbitt, Chief Appraiser, Tarrant Appraisal District, provided City Council with an update on the District's goals, response to the ransomware attack, a new software purchase, and policies and procedures.

There was general discussion of the newly elected board and protests. Mr. Bobbitt stated 90% of the protests have been resolved and staff will continue to work to improve and rebuild the reputation and efficiency of the Appraisal District.

WS-2 Discussion of Utility Rates and Regulations

Assistant City Manager Adrienne Lothery spoke briefing regarding utility rates and the City's involvement with accepting the rates. She then introduced Thomas Brocato, Principal with Lloyd Gosselink Rochelle & Townsend, P.C., who also serves as legal counsel for the Oncor Cities Steering Committee and Atmos Cities Steering Committee.

Mr. Brocato discussed monopolies, how they were created, regulated, and the anticipated outcome. He explained electric utility regulation and deregulation in Texas, and the market following deregulation. He also provided information on the Electric Reliability Council of Texas (ERCOT).

Mr. Brocato then provided the history gas utility regulation, and discussed the role of municipalities in approving rates. He also provided an overview of the Oncor Cities Steering Committee and Atmos Cities Steering Committee, noting the City is a member of both and have been for many years.

WS-3 Discussion of the July 2, 2024, City Council regular agenda items

There was no discussion of this item.

Mayor Lindamood adjourned the Worksession at 6:23 p.m. and called the Executive Session to order.

1. EXECUTIVE SESSION - In accordance with Texas Government Code, Chapter 551, Subchapter D

Section 551.071 - Legal - Consultation with the City Attorney regarding items on the agenda or for matters 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 Chapter 551 of the Texas Code

Section 551.071 - Legal - Consultation with the City Attorney to discuss Mart, Inc. v. City of Colleyville

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities

Section 551.087 – Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

There was no action taken and Mayor Lindamood adjourned Executive Session at 7:10 p.m.

Mayor Lindamood called the regular meeting of the City Council to order at 7:06 p.m. and called the roll.

ROLL CALL: Mayor Bobby Lindamood, Mayor Pro Tem Brandi Elder, Deputy Mayor Pro Tem Scotty Richardson, and Councilmembers Mark Alphonso, Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

INVOCATION: Jeff Cohen, Congregation Beth Israel

PLEDGE OF ALLEGIANCE: City Attorney Nicole Corr

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-24-4950

This resolution was not needed.

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Mayor Lindamood and the City Council provided announcements regarding community news and upcoming events.

4. CONSENT: READING AND PUBLIC HEARING - RESOLUTION R-24-4951

4a Approval of the minutes of the regular City Council meeting of June 18, 2024

4b Approval of the FY2025 fleet replacement schedule

Mayor Lindamood read Resolution R-24-4951 in its entirety.

There was no discussion of item 4a.

Assistant City Manager Adrienne Lothery presented item 4b, reviewing the lease rates, and anticipated FY25 replacements and budget.

Mayor Lindamood opened the public hearing.

Kathy Hadley, 204 Timberline Drive North, spoke regarding her concern for the approval of the Segora Senior Living Center, as reflected in the June 18, 2024 City Council Minutes.

There were no others wishing to speak and Mayor Lindamood closed the public hearing.

Mayor Pro Tem Elder made a motion to approve Resolution R-24-4951, seconded by Councilmember Alphonso.

The motion was approved by the following vote:

Ayes: 7 – Mayor Lindamood, Mayor Pro Tem Elder, Deputy Mayor Pro Tem Richardson, and Councilmembers Mark Alphonso, Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

5. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**5a Ordinance O-24-2287**

Consideration of approving an amended project and financing plan for the Tax Increment Reinvestment Zone Number One

Mayor Lindamood read the caption of Ordinance O-24-2287.

Assistant City Manager Adrienne Lothery gave a historical and current overview of the Colleyville Tax Increment Financing (TIF) District, and the entities who participate. She offered a high-level review of the original project plan, and the 2012 amended project plan, before explaining the proposed amendment, which would update the project costs categories. Manager Lothery explained the amendment allows flexibility to reallocate funds within the TIF and noted this amendment would allow allocation of \$3.6 million to fund School Resource Officers in all GCISD Schools for the next four years.

Mayor Lindamood opened and closed the public hearing without any speakers.

Councilmember Graves made a motion to approve Ordinance O-24-2287, seconded by Councilmember Holt Gunderson.

The motion was approved by the following vote:

Ayes: 7 – Mayor Lindamood, Mayor Pro Tem Elder, Deputy Mayor Pro Tem Richardson, and Councilmembers Mark Alphonso, Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

6. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**6a Ordinance O-24-2288**

Request to appeal the decision of the Planning and Zoning Commission for consideration of a Special Use Permit to allow for a carport on Lot 1, Block 1, Debrecht Addition, located at 306 Van Oaks Drive, Case ZC24-008

Mayor Lindamood read the caption of Ordinance O-24-2288.

Community Development Director Ben Bryner presented this item, noting a super-majority vote will be required. Director Bryner stated the SUP is for construction of a new 272 square foot carport 20 feet in length, located 10 feet from the side property line. If approved, the carport will be constructed on the side of the house with similar building materials.

Daniel Crumpton, Lasso Works Cedar, representing the applicant, stated the carport would be constructed of the same composition as the roof, will include natural stone, red oak posts and cutter covers.

Mayor Lindamood opened the public hearing.

John Barker, 315 Morning Star Court, spoke in opposition to this item.

There were no others wishing to speak and Mayor Lindamood closed the public hearing.

This was a first reading and no action was taken.

6b Ordinance O-24-2289

Amending Exhibit B of Ordinance O-21-2179 for the purpose of deleting the local amendment to Section 1003, Interceptors and Separators, of the adopted 2018 edition of the International Plumbing Code and adopting the original language of Section 1003 as published in the 2018 edition of the International Plumbing Code; amending Section 18-19(b) of the Code of Ordinances

Mayor Lindamood read the caption of Ordinance O-24-2289.

Community Development Director Ben Bryner stated this ordinance will provide for the City to remove an amendment regarding grease traps in the International Plumbing Code. This action is necessary to allow the City to adopt the full code to allow the City the ability to enforce discharge restrictions.

There was no discussion.

Mayor Lindamood opened and closed the public hearing without speakers.

This was a first reading and no action was taken.

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-24-4952

Consideration of a replat with a waiver for side yard setback on Lot 56A, Block 4, Western-Trails Section Two, located at 7608 Overland Trail, Case PC24-004

Mayor Lindamood read Resolution R-24-4952 in its entirety.

Community Development Director Ben Bryner presented this item noting when the property was developed it was erroneously built with a 1.5 foot side yard setback,

and the owners purchased additional land from the lot to the south to provide for a larger side yard setback, but the land has yet to be platted. The proposed plat will revise the existing lot lines to include 5 feet from the lot to the south and match the existing deed line.

There was no discussion.

Mayor Lindamood opened and closed the public hearing without speakers.

Councilmember Graves made a motion to approve Resolution R-24-4952, seconded by Mayor Pro Tem Elder.

The motion was approved by the following vote:

Ayes: 7 – Mayor Lindamood, Mayor Pro Tem Elder, Deputy Mayor Pro Tem Richardson, and Councilmembers Mark Alphonso, Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

7b Resolution R-24-4953

Approval of an advanced funding agreement with the Texas Department of Transportation for a Transportation Alternatives Set-Aside (TASA) program for the development of the City of Colleyville 2024 Active Transportation Plan

Mayor Lindamood read Resolution R-24-4953 in its entirety.

City Engineer Larry Wright presented this item and explained approval of the resolution will provide for the funding for development of an active transportation plan, updating and expanding on elements of the existing City comprehensive plan, and provide coordination with regional planning efforts.

City Council asked staff if the plan is under City or TxDOT control. Engineer Wright stated the City is in control of the projects but TxDOT provides 80% of the funding.

Mayor Lindamood opened the public hearing.

Kathy Hadley, 204 Timberline Drive South, spoke with concerns for TxDOT having any interest in the plan.

There were no others wishing to speak and Mayor Lindamood closed the public hearing.

Deputy Mayor Pro Tem Richardson made a motion to approve Resolution R-24-4953, seconded by Councilmember Alphonso.

The motion was approved by the following vote:

Ayes: 7 – Mayor Lindamood, Mayor Pro Tem Elder, Deputy Mayor Pro Tem Richardson, and Councilmembers Mark Alphonso, Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

8. CITIZEN COMMENTS

There were no speakers.

9. REPORTS

Colleyville Library Board Meeting Minutes - April 8, 2024

There was no action taken on this item.

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, JULY 2, 2024 - READING AND PUBLIC HEARING - RESOLUTION R-24-4954

This resolution was not needed.

11. ADJOURNMENT

There being no further business before the City Council, Mayor Lindamood adjourned the meeting without objection by the City Council at 8:25 p.m.

APPROVED BY A VOTE OF AYES, NAYS, ON THIS THE 16TH DAY OF JULY 2024.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 4b

Agenda Date 7/16/2024

Number Resolution R-24-4956

Type Resolution

Department Police

Title

Approval of the Fiscal Year 2025 Colleyville Crime Control and Prevention District budget

Explanation

Reading and Public Hearing

In accordance with Chapter 363 of the Local Government Code, the Colleyville Crime Control and Prevention District (CCCPD) Board, must hold a public hearing on the proposed annual budget at least 100 days before the start of the fiscal year and adopt a budget at least 80 days before the start of the fiscal year. The CCCPD Board held a public hearing on the proposed FY 2025 CCCPD budget on June 18, 2024, and advertised this public hearing in the *Fort Worth Star-Telegram*. On July 2, 2024, the Board approved the proposed FY 2025 CCCPD budget.

Upon Board approval, the CCCPD budget must be submitted to the City Council for approval or rejection within ten days. Per Sec. 363.205(d) of the Local Government Code, the governing body may not amend the budget submitted by the Board. If the governing body rejects the budget submitted by the Board, the governing body and the Board shall meet and together amend and approve the budget before the beginning of the fiscal year. This agenda item allows for City Council consideration of the CCCPD budget.

During the discussion of the FY 2025 proposed CCCPD budget on July 2, 2024 staff presented a complete FY 2025 budget proposal and a five-year forecast based on current information. No changes to the FY 2025 proposed CCCPD budget were requested.

Financial Impact

The attached proposed budget provides estimated fund balances and revenues, as well as a detailed list of proposed expenditures.

Recommendation

Approve

Attachments

1. CCCPD FY25 Budget Presentation
2. Proposed FY2025 CCCPD Budget

**Proposed FY 2025 Colleyville
Crime Control Prevention District
Budget
(CCCPD)**

**Colleyville City Council Meeting
July 16, 2024**

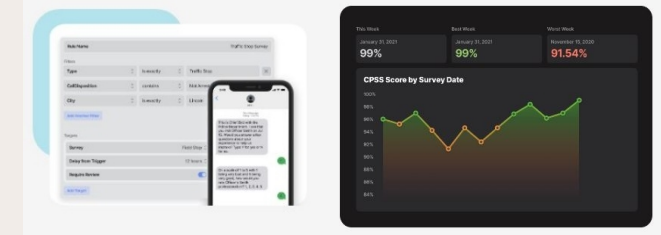
New FY25 Funding Requests



Increase Community Engagement with PowerDMS

- PowerDMS is a software package that we use for policy management and to facilitate our accreditation process.
- We are requesting approval to include the capability for our accreditation/policy team to create test questions on policies to ensure staff fully understands the policies they are signing for. (increase of \$1137/year)
- We are requesting approval to include a new PowerDMS module called Power Engage which will allow us to increase our community engagement by measuring citizen satisfaction about our level of service. (increase of \$14,014 for first year and \$9370 / year thereafter)

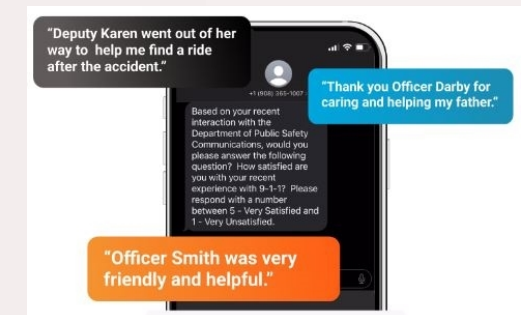
Measure Citizen Satisfaction



Keep Citizens Informed



Boost Morale



New FY25 Funding Requests



Portable Radios (Capital)

- Colleyville PD's current portable radios (Motorola APX6000AN) have reached end of life and can no longer be serviced or repaired. These were originally purchased in 2013.
- We are requesting approval to purchase 50 new Motorola APX NEXT All-Band P25 Smart radios for the Police Department. This would replace all existing radios and provide 4 spares.
- Command staff radios were already replaced this FY with this exact model.
- One time purchase price of \$336,475.
- Ongoing costs of \$1440 / year for smart feature (LTE if out of range) for 10 radios to be used by command staff and key supervisors.



New FY25 Funding Requests



NETCO (Northeast Tarrant Co) Radio Consortium (Capital)

- NETCO is a consortium of cities maintaining a trunked radio system in Northeast Tarrant County. Members include Colleyville, Bedford, Euless, Grapevine, Keller, and Southlake.
- Each member city is responsible for contributing to the infrastructure upgrade of the NETCO system.
- There are system upgrades that are required by 2026, but the NETCO board and City Managers chose to fund them in the FY25 budget to take advantage of a 10% discount.
- Total costs for the upgrades is \$967,309 which will be split equally across all 6 member cities.
- Colleyville's portion is: \$161,218.
- Additional upgrades are required, but the board and cities opted to investigate outside funding sources for these expenses.



New FY25 Funding Requests



North Tarrant Regional SWAT Team – Bearcat Armored Vehicle (Capital)

- Each member city is responsible for contributing to the equipment costs of the NRT SWAT Team.
- The team is requesting the purchase of a Bearcat armored vehicle specifically designed for law enforcement.
- Have borrowed one from neighboring SWAT teams during recent critical incidents.
- Total costs for the Bearcat G3 is \$386,866 which will be split equally across all 5 member cities.
- Colleyville's portion is: \$77,373.



FY 25 Proposed Budget



Ongoing Initiatives:

- Funding of Salary and Benefits for nineteen (19) full-time sworn officer positions (authorized for 50 / 6 of the 19 are SRO positions)
- Funding for a part-time Accreditation Coordinator position
- Funding for 2 part-time Public Service Officer positions
- Records Management System software (CentralSquare) and maintenance
- Various software maintenance agreements
- Participation in the Metroport Teen Court Program at one-quarter of the regional costs
- Police Department vehicles primarily funded through CCCPD budget
 - Utilizing Enterprise for all fleet needs city-wide.
- Continuation of weapons replacement schedule

Ongoing Initiatives (cont):

- Funding for SWAT training and equipment. We fill up to 3 slots on the Northeast Tarrant SWAT Team. This line item sets aside funding for all the necessary equipment and training for our members of the team.
- Funding for safety equipment and on going replacement, these items include collapsible rubber base traffic cones for each patrol unit
- Funding for Early Warning System / Internal Affairs System Annual Subscription
- License Plate Reader camera annual licensing costs
- Funding for Crime Scene Response
- Funding for annual training for de-escalation / crisis intervention and leadership development training

Questions and Discussion

City of Colleyville CCCPD Fund Projection	2025 Proposed Budget	2026	2027	2028	2029	2030
		Projected Budget				
Revenues:						
SALES TAX	2,600,000	2,652,000	2,705,040	2,759,141	2,814,324	2,870,610
SALE OF SURPLUS PROPERTY	15,000	15,000	15,000	15,000	15,000	15,000
INVESTMENT INCOME/(LOSSES)	53,200	53,200	53,200	53,200	53,200	53,200
MISCELLANEOUS (SRO)	900,000	900,000	900,000	900,000	900,000	900,000
Total Revenues	3,568,200	3,620,200	3,673,240	3,727,341	3,782,524	3,838,810
Expenses:						
Police Administration - Misc Expense	31,355	31,982	32,622	33,274	33,940	34,618
Police Administration - Software	115,581	117,893	120,250	122,655	125,109	127,611
Police Administration - Teen Court	33,750	34,425	35,114	35,816	36,532	37,263
Police Administration - Misc Contractual	91,786	93,622	95,494	97,404	99,352	101,339
Police Administration - Vehicles	262,650	262,650	262,650	262,650	262,650	262,650
Police Patrol - Salaries & Benefits	1,800,942	1,872,980	1,947,899	2,025,815	2,106,847	2,191,121
Police SRO - Salaries & Benefits	701,631	729,696	758,884	789,239	820,809	853,641
Police SRO - Vehicles	237,350	137,350	137,350	137,350	137,350	137,350
Total Expenses	3,275,045	3,280,597	3,390,263	3,504,204	3,622,589	3,745,594
Operating Transfers:						
Transfers-out to Capital Equipment Reserve	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Total Operating Transfers In/(Out)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Operating Surplus/(Deficit)	268,155	314,603	257,977	198,137	134,935	68,216
Capital Expenditures						
Bear Cat Armored Vehicle	(77,373)	-	-	-	-	-
NETCO Radio Consortium	(165,000)	-	-	-	-	-
Portable Radios	(340,000)	-	-	-	-	-
Justice Center Server	-	(400,000)	-	-	-	-
Net Change in Available Funds	(314,218)	(85,397)	257,977	198,137	134,935	68,216
Available Funds, beginning	3,701,803	3,387,585	3,302,187	3,560,165	3,758,302	3,893,236
Available Funds, ending	3,387,585	3,302,187	3,560,165	3,758,302	3,893,236	3,961,453
90-day Operating (Reserve Policy)	818,761	820,149	847,566	876,051	905,647	936,398
Available Funds Above/(Below) Policy	2,568,823	2,482,038	2,712,599	2,882,251	2,987,589	3,025,054



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 5

Agenda Date 7/16/2024

Type Report

Department Finance

Title

Monthly Financial Report - June 2024

Explanation

This item provides for Finance Director Matt Poston to review the monthly financial report for June 2024.

Attachments

1. Monthly Financial Report June 2024 Presentation
2. June 2024 - Monthly Budget vs Actual Report

Monthly Financial Report June 2024

City Council Meeting
July 16, 2024

General Fund Performance



	FY 23/24 Budget	FY 23/24 YTD	% of Budget	FY 22/23 YTD	FY 22/23 % of Budget
Revenues	\$ 28,554,942	\$ 26,222,672	91.8%	\$ 24,484,145	93.4%
Expenditures	27,263,762	19,832,116	72.7%	17,944,891	70.9%
Total	\$ 1,291,180	\$ 6,390,557		\$ 6,539,254	

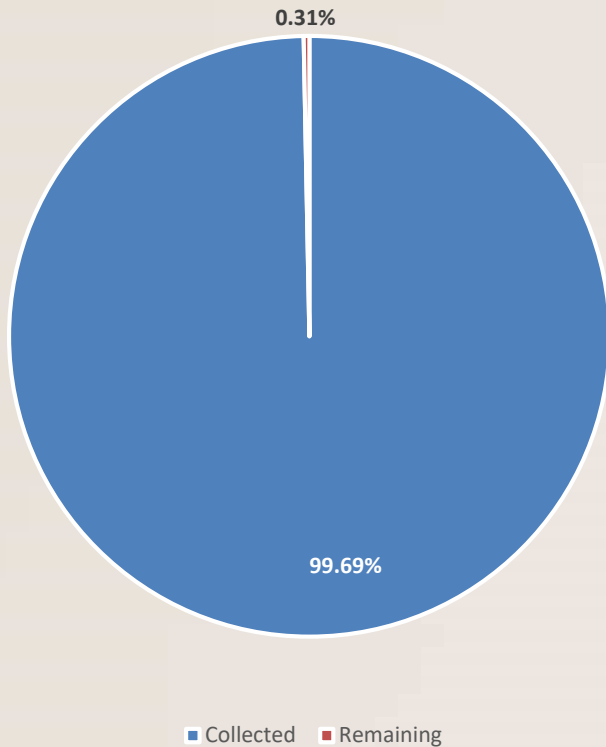
% of year Completed: 75.0%

% of Budget Spent: 72.7%

Property Tax Collections



Cummulative Collections vs. Budget



FY 23/24 Rate:

- M&O – \$0.251399
- I&S – \$0.009593

Total Rate –

\$0.260991/\$100

	FY 23/24 Budget	FY 23/24 YTD	% of Budget	FY 22/23 YTD	FY 22/23 % of Budget
Current Taxes	\$ 17,032,634	\$ 16,980,666	99.69%	\$ 15,614,405	98.97%

Sales Tax: Ten-Year History



Fiscal Year	City Collections	% Change
2013/14	\$3,351,728	9.04%
2014/15	3,456,800	3.13%
2015/16	3,727,508	7.83%
2016/17	3,750,749	0.62%
2017/18	3,898,740	3.95%
2018/19	3,889,583	-0.23%
2019/20	4,200,061	7.98%
2020/21	4,787,850	13.99%
2021/22	5,175,384	8.09%
2022/23	5,275,999	1.94%

10-year Change: \$1,924,271
Compound Annual Growth Rate: 5.17%

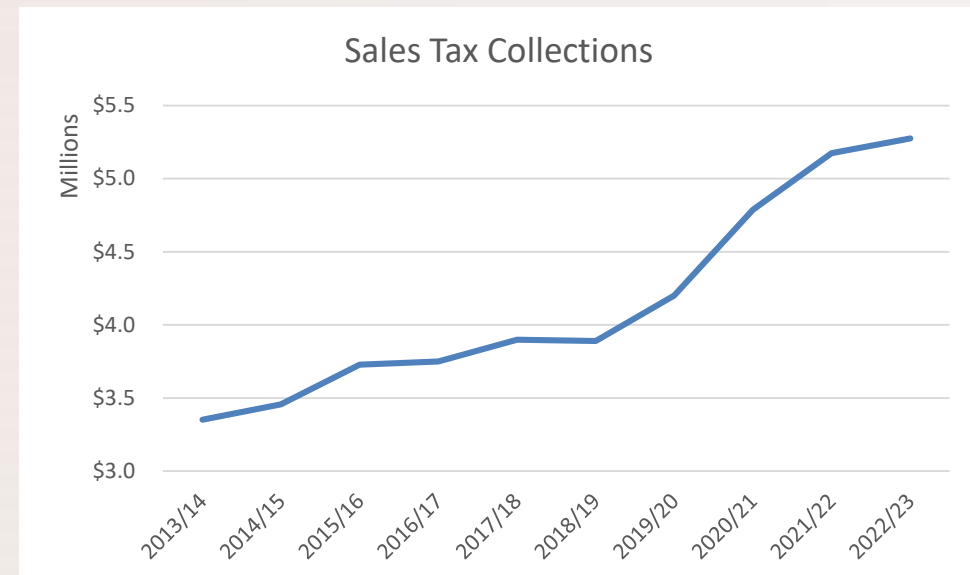
City collections (1.00%) only, includes year-end audit adjustment for accrual

Sales Tax Rate:

- State – 6.25%
- City – 1.00%
- CCCPD – 0.50%
- CEDC – 0.50%

Total Rate – 8.25%

The total local portion of sales tax cannot exceed 2.00%.

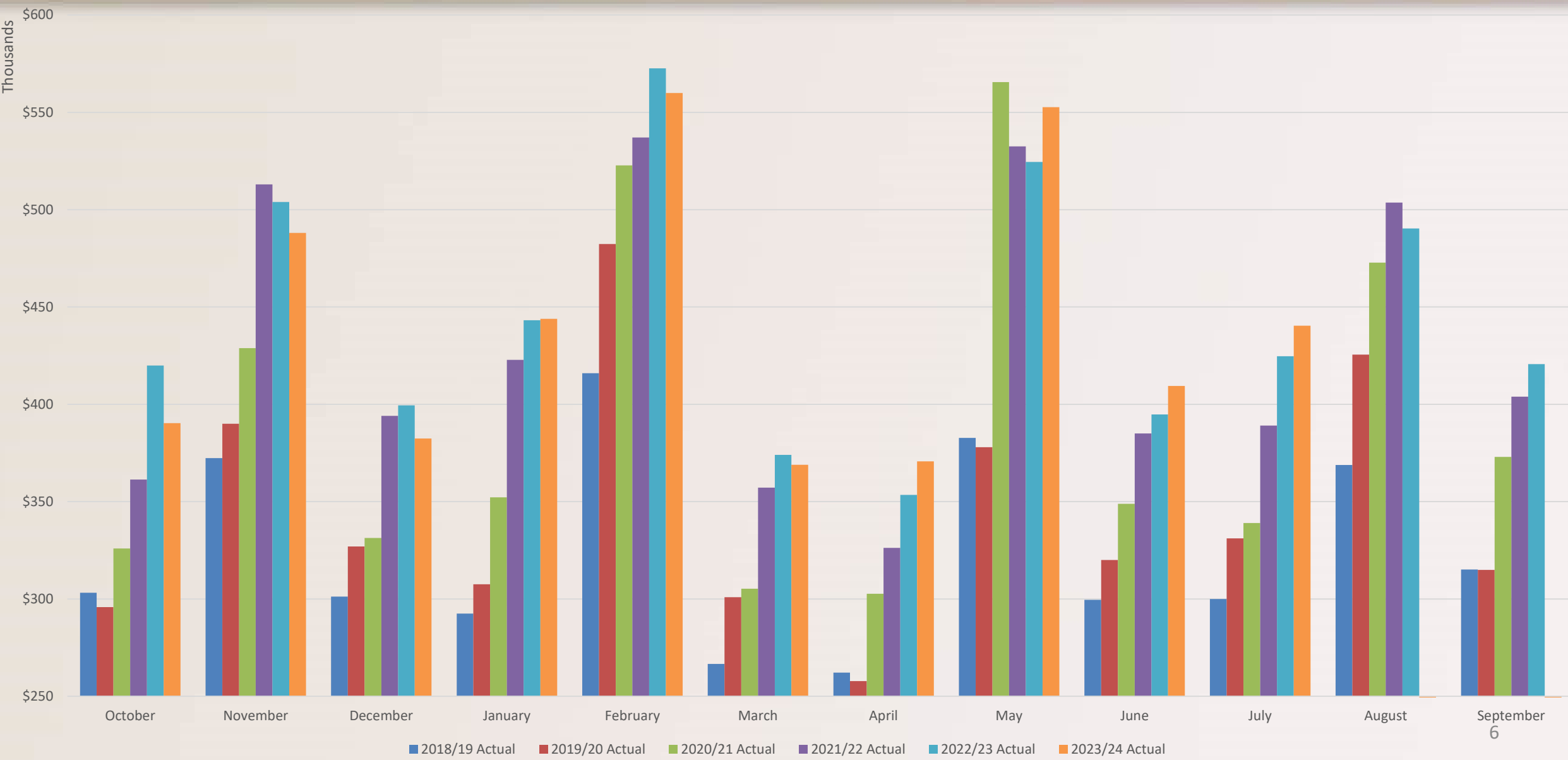


Sales Tax: Current Year Collections



Collections Month	Sales Month	2022/23 Actual	2023/24 Actual	Increase/ (Decrease)	% Change
October	August	\$ 419,885	\$ 390,305	\$ (29,580)	-7.04%
November	September	503,899	488,030	(15,869)	-3.15%
December	October	399,505	382,458	(17,047)	-4.27%
January	November	443,160	443,954	794	0.18%
February	December	572,573	559,919	(12,654)	-2.21%
March	January	374,024	368,924	(5,100)	-1.36%
April	February	353,491	370,650	17,159	4.85%
May	March	524,468	552,675	28,207	5.38%
June	April	394,774	409,431	14,657	3.71%
July	May	424,700	440,355	15,655	3.69%
Total		\$ 4,410,480	\$ 4,406,702	\$ (3,778)	-0.09%

Sales Tax: Comparative Collections



Sales Tax: Benchmark (July Collections)



	Net Payment This Period		Comparable Payment PY		% Change	Payment YTD		PY Payment YTD	% Change2	
Bedford	\$	1,311,108	\$	1,267,789	3.42%	\$	9,377,776	\$	9,132,563	2.69%
Colleyville		660,203		636,732	3.69%		4,716,505		4,628,472	1.90%
Eules		2,051,738		2,051,561	0.01%		14,312,195		14,498,281	-1.28%
Grapevine		5,073,393		4,908,717	3.35%		37,319,285		34,412,494	8.45%
Hurst		1,415,941		1,430,189	-1.00%		10,840,639		10,994,516	-1.40%
Keller		1,408,682		1,362,694	3.37%		9,611,511		9,398,375	2.27%
North Richland Hills		1,605,549		1,611,383	-0.36%		12,005,525		11,789,360	1.83%
Southlake		3,133,834		3,293,853	-4.86%		23,504,293		23,749,799	-1.03%

Note: Colleyville Collections above include both City General Fund and CEDC collections

Utilities Fund Performance



	FY 23/24 Budget	FY 23/24 YTD	% of Budget	FY 22/23 YTD	FY 22/23 % of Budget
Revenues	\$ 24,102,616	\$ 15,037,465	62.4%	\$ 14,479,838	75.1%
Expenditures	24,102,616	13,792,486	57.2%	12,045,743	62.1%
Total	\$ -	\$ 1,244,979		\$ 2,434,096	

% of year Completed: 75.0%

% of Budget Spent: 57.2%

TRA			City		
	FY 23/24 Budget	FY 23/24 YTD		FY 23/24 Budget	FY 23/24 YTD
Revenues	\$ 19,889,768	\$ 10,160,788	Revenues	\$ 4,212,848	\$ 4,876,678
Expenditures	19,889,768	10,352,168	Expenditures	\$ 4,212,848	3,440,318
Total	\$ -	\$ (191,380)		\$ -	\$ 1,436,360

Drainage Fund Performance



	FY 23/24 Budget	FY 23/24 YTD	% of Budget	FY 22/23 YTD	FY 22/23 % of Budget
Revenues	\$ 1,482,143	\$ 1,120,937	75.6%	\$ 785,092	75.1%
Expenditures	738,386	551,308	74.7%	486,923	67.5%
Total	\$ 743,757	\$ 569,629		\$ 298,169	

% of year Completed: 75.0%

% of Budget Spent: 74.7%

Hotel Tax (HOT) Fund Performance



	FY 23/24 Budget		FY 23/24 YTD		% of Budget	FY 22/23 YTD		FY 22/23 % of Budget
Revenues	\$	202,000	\$	114,275	56.6%	\$	100,637	36.6%
Expenditures		188,532		175,432	93.1%		224,614	82.1%
Total	\$	13,468	\$	(61,157)		\$	(123,977)	

% of year Completed: 75.0%

% of Budget Spent: 93.1%

Debt Service Fund Performance



	FY 23/24 Budget	FY 23/24 YTD	% of Budget	FY 22/23 YTD	FY 22/23 % of Budget
Revenues	\$ 1,238,871	\$ 1,210,778	97.7%	\$ 615,454	101.1%
Expenditures	1,235,460	1,020,235	82.6%	749,110	97.4%
Total	\$ 3,411	\$ 190,543		\$ (133,656)	

% of year Completed: 75.0%

% of Budget Spent: 82.6%

Questions?



- For questions or comments regarding this presentation, please contact:

Matthew Poston

Director of Finance

City of Colleyville, TX

mposton@Colleyville.com

817-503-1014

MEMO



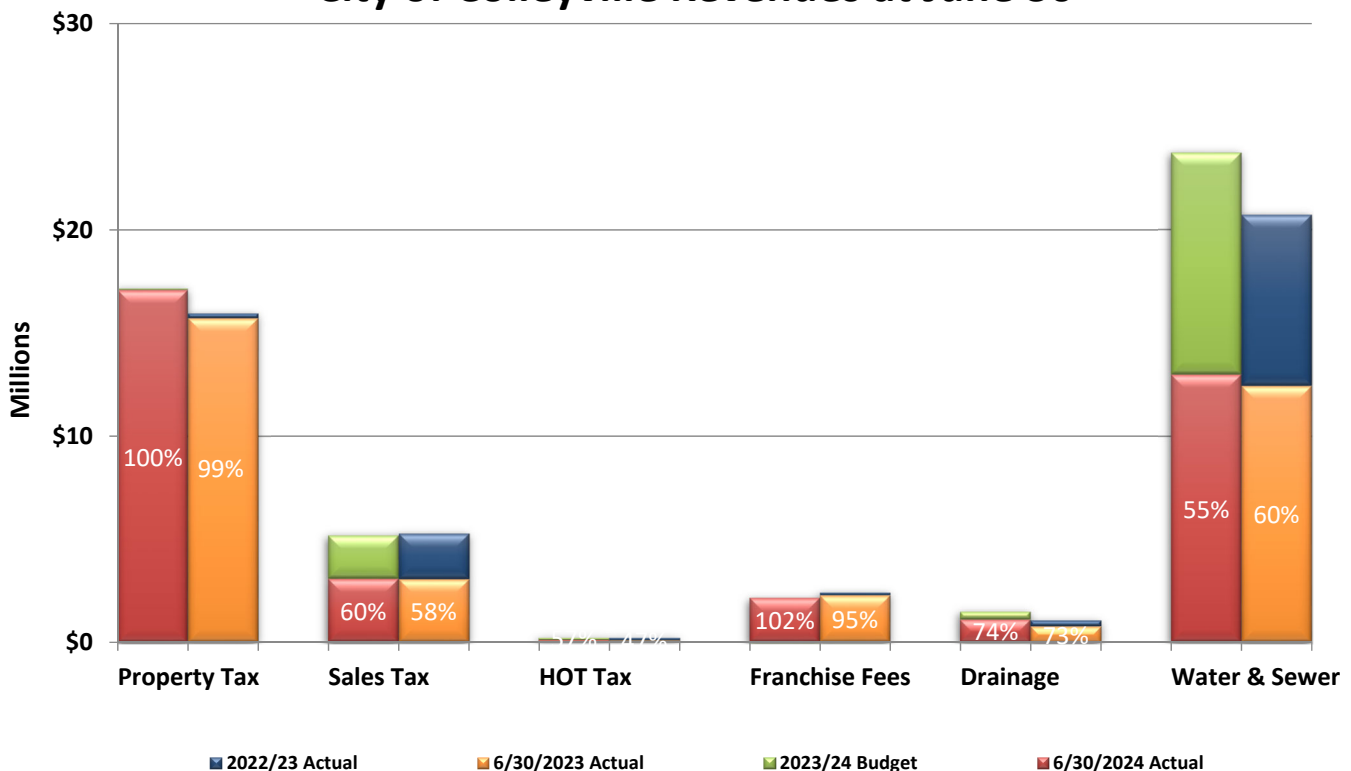
To: Mayor and City Council
From: Matthew Poston, Director of Finance
Date: July 12, 2024
Subject: Monthly Budget vs. Actual as of 6/30/24

Below is a summary of the budget vs. actual for the City of Colleyville for fiscal year 2023/24 through June.

Major Revenue Outlines:

- Property taxes – Collected 99.6% of the fiscal year's budget, amounting to \$17.1 million.
- Sales tax – Collections for July (reflecting May purchases) increased by 3.69% year-over-year.
- Hotel Occupancy tax – Achieved 57.1% of the fiscal year's budget, totaling \$114 thousand.
- Franchise fees – Garnered 101.9% of the fiscal year's budget, equaling \$2.1 million.
- Water and Sewer sales – Collections stand at 54.7% of the fiscal year's budget, reaching \$13.0 million.
- Drainage fees – Achieved 74.4% of the fiscal year's budget, with total collections at \$1.1 million.

City of Colleyville Revenues at June 30



Expenditure Updates:

- General Fund – Expenditures total \$19.8 million, or 72.7% of the annual budget. This aligns with the 75% progression of the fiscal year, indicating spending is on target.
- Utilities Fund – Expenditures total \$13.8 million, or 57.2% of the annual budget. This marks spending below expectations given the fiscal year's progression.
- Drainage Fund – Expenditures are at \$551 thousand, or 74.7% of the annual budget, aligning closely with the fiscal timeline.

A detailed monthly report is enclosed for your review. Please feel free to reach out should you have any questions or require further information.

City of Colleyville
Monthly Budget vs Actual Report
June 30, 2024

	FY 2023/24				FY 2022/23				
	Annual Budget	Actual Thru Mth	Variance Annual	% of Annual Bdg	Annual Actual	Actual Thru Mth	Variance Annual	% of Annual Act	% chg from PY
General Fund									
Current Taxes	17,032,634	16,980,666	51,968	99.7%	15,801,000	15,614,405	186,594	98.8%	8.8%
Delinquent	30,000	2,934	27,066	9.8%	48,969	23,927	25,041	48.9%	-87.7%
P&I	60,000	69,006	(9,006)	115.0%	79,873	58,543	21,330	73.3%	17.9%
Property Tax Total	17,122,634	17,052,607	70,027	99.6%	15,929,842	15,696,876	232,966	98.5%	8.6%
Sales Tax	5,180,876	3,088,011	2,092,865	59.6%	5,275,999	3,061,996	2,214,003	58.0%	0.8%
Oncor Electric	900,000	915,334	(15,334)	101.7%	932,573	932,573	-	100.0%	-1.8%
Tri-County Electric	140,000	191,546	(51,546)	136.8%	182,874	182,874	-	100.0%	4.7%
Atmos Gas	455,000	629,385	(174,385)	138.3%	678,419	678,419	-	100.0%	-7.2%
AT&T	15,000	8,864	6,136	59.1%	13,461	10,338	3,124	76.8%	-14.3%
Verizon/Others	12,000	7,630	4,370	63.6%	10,235	7,585	2,650	74.1%	0.6%
Refuse/Recycling	250,000	213,095	36,905	85.2%	303,788	201,371	102,417	66.3%	5.8%
Cable TV	325,000	171,763	153,237	52.9%	261,357	246,555	14,802	94.3%	-30.3%
Network Nodes	-	250	(250)	0.0%	250	250	-	100.0%	0.0%
Franchise Fees	2,097,000	2,137,867	(40,867)	101.9%	2,382,957	2,259,965	122,992	94.8%	-5.4%
GF Revenues	28,554,942	26,222,672	2,332,270	91.8%	28,188,285	24,484,145	3,704,139	86.9%	7.1%
GF Expenditures	27,263,762	19,832,116	7,431,647	72.7%	28,188,285	17,944,891	10,243,394	63.7%	10.5%
Utilities Fund									
Water - Base Rate	2,190,683	1,583,812	606,872	72.3%	2,171,138	1,497,837	673,302	69.0%	5.7%
Sewer - Base Rate	1,628,164	1,230,011	398,153	75.5%	1,566,422	1,193,251	373,171	76.2%	3.1%
Water - Volumetric Rate	16,027,206	7,214,420	8,812,786	45.0%	13,114,292	6,797,905	6,316,387	51.8%	6.1%
Sewer - Volumetric Rate	3,862,562	2,946,368	916,194	76.3%	3,854,630	2,932,279	922,351	76.1%	0.5%
Water & Sewer	23,708,616	12,974,611	10,734,005	54.7%	20,706,483	12,421,272	8,285,210	60.0%	4.5%
Utilities Revenues	24,102,616	15,037,465	9,065,151	62.4%	22,927,765	14,479,838	8,447,927	63.2%	3.9%
Utilities Expenditures	24,102,616	13,792,486	10,310,130	57.2%	22,927,765	12,045,743	10,882,022	52.5%	14.5%
Debt Service Fund									
Current Taxes	1,209,871	647,889	561,982	53.6%	591,984	584,993	6,991	98.8%	10.8%
Delinquent	2,000	202	1,798	10.1%	2,172	1,182	990	54.4%	-82.9%
P&I	2,000	2,687	(687)	134.4%	3,171	2,364	807	74.6%	13.7%
Property Tax Total	1,213,871	650,778	563,093	53.6%	597,327	588,539	8,787	98.5%	10.6%
DS Revenues	1,238,871	1,210,778	28,093	97.7%	630,722	615,454	15,268	97.6%	96.7%
DS Expenditures	1,235,460	1,020,235	215,225	82.6%	1,059,034	749,110	309,924	70.7%	36.2%
Drainage Fund									
Drainage Fee	1,457,143	1,083,608	373,534	74.4%	1,035,867	756,218	279,650	73.0%	43.3%
Drain Revenues	1,482,143	1,120,937	361,206	75.6%	1,075,984	785,092	290,892	73.0%	42.8%
Drain Expenditures	738,386	551,308	187,078	74.7%	1,075,984	486,923	589,061	45.3%	13.2%
Hotel Occupancy Tax (HOT) Fund									
HOT Tax	200,000	114,275	85,725	57.1%	211,461	99,637	111,824	47.1%	14.7%
HOT Revenues	202,000	114,275	87,725	56.6%	212,460	100,637	111,824	47.4%	13.6%
HOT Expenditures	188,532	175,432	13,100	93.1%	257,642	224,614	33,028	87.2%	-21.9%



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 6a

Agenda Date 7/16/2024

Number Ordinance O-24-2288

Type Ordinance

Department Community Development

Title

Request to appeal the decision of the Planning and Zoning Commission for consideration of a Special Use Permit to allow for a carport on Lot 1, Block 1, Debrecht Addition, located at 306 Van Oaks Drive, Case ZC24-008

Explanation

Second Reading and Public Hearing

The applicant was present and answered questions from the City Council. One citizen came forward during the Public Hearing to speak in opposition stating that there are no other carports in the area.

First Reading and Public Hearing

A super-majority vote is required for this item. The Planning and Zoning Commission made a motion to approve the request at their June 10, 2024 meeting. However, the motion failed by a vote of 3-2. A failed motion is considered a recommendation for denial. When the Planning and Zoning Commission makes a recommendation of denial, a favorable vote of three-fourths (3/4) of all members of the City Council is required for approval of the request.

Lasso Works Cedar, the applicant, has submitted a request for a Special Use Permit to allow for a carport on Lot 1, Block 1, Debrecht Addition, being approximately 0.45 acres, and zoned R-20 Single Family Residential.

Existing Conditions/Background: The subject property, 306 Van Oaks, is zoned R-20 Single Family Residential. It is located on the west side of Van Oaks Drive. The property is a platted lot and is developed with a single-family home.

SUP Request: The applicant is requesting approval of an SUP to allow for a carport.

C. Residential Carport Regulations – Carports located in zoning districts, which permit single-family residential dwellings, shall comply with the regulations contained in this section.

1. Approval by Special Use Permit Only: In accordance with the Special Use Permit procedures contained in this Chapter of these zoning regulations, no carport shall be built in the City of Colleyville without approval by the City Council for a Special Use

Permit to construct a carport in a zoning district that permits single family residential dwellings.

2. Carport Standards: A carport shall comply with the following regulations, unless the City Council in approving a Special Use Permit for a carport has imposed other requirements necessary in the particular case to protect the public interests.

a. Size: A carport shall not exceed 480 square feet in area. The longest dimension on a carport shall not exceed 24 feet.

b. Height: A carport shall not exceed a maximum height of 15 feet. The height shall be measured from the finished grade to the highest point of the roof.

c. Setbacks:

i. A carport located within ten (10) feet of the principal building shall comply with the front, side and rear yard setbacks of the zoning district. The distance shall be measured between the two closest points of the carport and principal building.

ii. A carport located 10 feet or more from a principal building may extend into a required side yard, provided all of the following conditions are satisfied:

- (1) Every part of such carport is unenclosed except for necessary structural supports;
- (2) No part of the carport is less than five (5) feet from a side or rear lot line, and
- (3) The carport is located completely within the rear yard area as defined in these zoning regulations

d. Maximum Number Per Lot: one

e. Paving and Street Access: The parking area of a carport shall be paved not less than nine feet (9') by eighteen feet (18') and provide access to a public street right-of-way. Said access shall be a minimum of nine feet (9') in width and paved. All paved surfaces shall be either concrete, asphalt or pave-stone.

f. Design Criteria:

i. Roof - Carports shall have a pitched roof of at least 2:12. Flat roofs shall be prohibited.

ii. Posts - Posts shall be clad or finished of brick, stone, cedar or decorative metal, such as metal lattice. For purpose of this requirement, decorative metal shall consist of twenty-five (25) percent opaque surfaces. The dimension of each post as viewed from each primary elevation shall not be less than eight inches (8") or more than forty-eight inches (48"). Any carport with two or more elevations that exceed the 48-inch criteria shall be considered an accessory building and be regulated as such. Cedar posts shall be wrapped using masonry stone or brick from

the base to at least 50% of the post height. The exposed portion of the cedar post shall be a minimum of 8 inches.

g. Adequacy of Plans and Specifications: The applicant requesting a Special Use Permit to construct a carport shall submit plans and specifications of the proposed carport for review. Said plans and specifications shall contain sufficient information to allow the City Council to determine that the proposed carport complies with these regulations and the City Council may require additional information when necessary to clarify the applicant's request. At a minimum, the drawings shall contain a plot plan, elevation views and a description of the construction materials.

Special Use Permit Provision: Any request for a carport shall only be authorized after approval of a Special Use Permit by the City Council using the procedures contained elsewhere in the Land Development Code.

Analysis: The request is to allow for the construction of a new 272 square foot carport. The carport will be 20 feet in length and be located 10 feet from the side property line. The structure will be constructed on the side of the home using similar materials. The carport meets all the minimum standards in the Land Development Code.

Plat Status: The property is platted as Lot 1, Block 1, Debrecht Addition.

DRC Review: The DRC reviewed the request during their May 20, 2024 meeting and provided the following comments.

1. Please provide an updated setback for the carport. One plan shows the setback at 10' and the other shows it at a 7' setback. What is the setback from the waves? The posts?

The applicant provided updated exhibits on May 23, 2024.

Drainage: NA

Surrounding Development: The properties to the north are zoned PUD-R, Planned Unit Development - Residential and are improved with single-family homes. The properties to the east and west are zoned R-20 Single Family Residential and improved with single-family homes. The property to the south is zoned R-40 Single Family Residential and improved with single-family homes.

Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1000 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code.

Staff Recommendation: Staff recommends approval of the Special Use Permit.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission made a motion to approve the request at their June 10, 2024 meeting. However, the motion failed by a vote of 3-2.

Attachments

1. Appeal Request
2. Aerial Map
3. Zoning Map
4. Future Land Use Map
5. Site Plan Exhibit
6. Carport Exhibit
7. Architectural Exhibit
8. Additional Exhibits
9. Notification Letter
10. Notification Map
11. Notification List
12. Letter 1 - Anonymous
13. Ordinance O-24-2288

From: [Daniel Crumpton](#)
To: [Jackie Reyff](#)
Cc: [Ben Bryner](#); [Kristopher Potts](#); [Christopher Pham](#)
Subject: Re: Case ZC24-008 306 Van Oaks SUP Carport
Date: Wednesday, June 12, 2024 4:14:53 PM

Good afternoon Jackie,

I did message the homeowner after Monday's meeting and we would like to proceed with an appeal to the city council for the carport.

Thank You,

Daniel Crumpton
Lasso Works Cedar
(940) 395-1560
daniel@lassoworkscedar.com
www.lassoworkscedar.com

Aerial Map

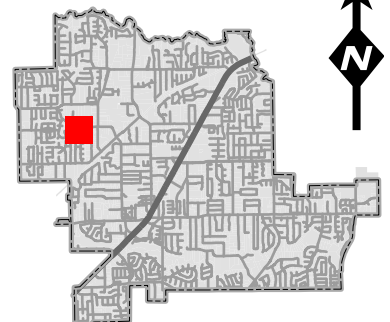


ZC24-008

306 Van Oaks Dr

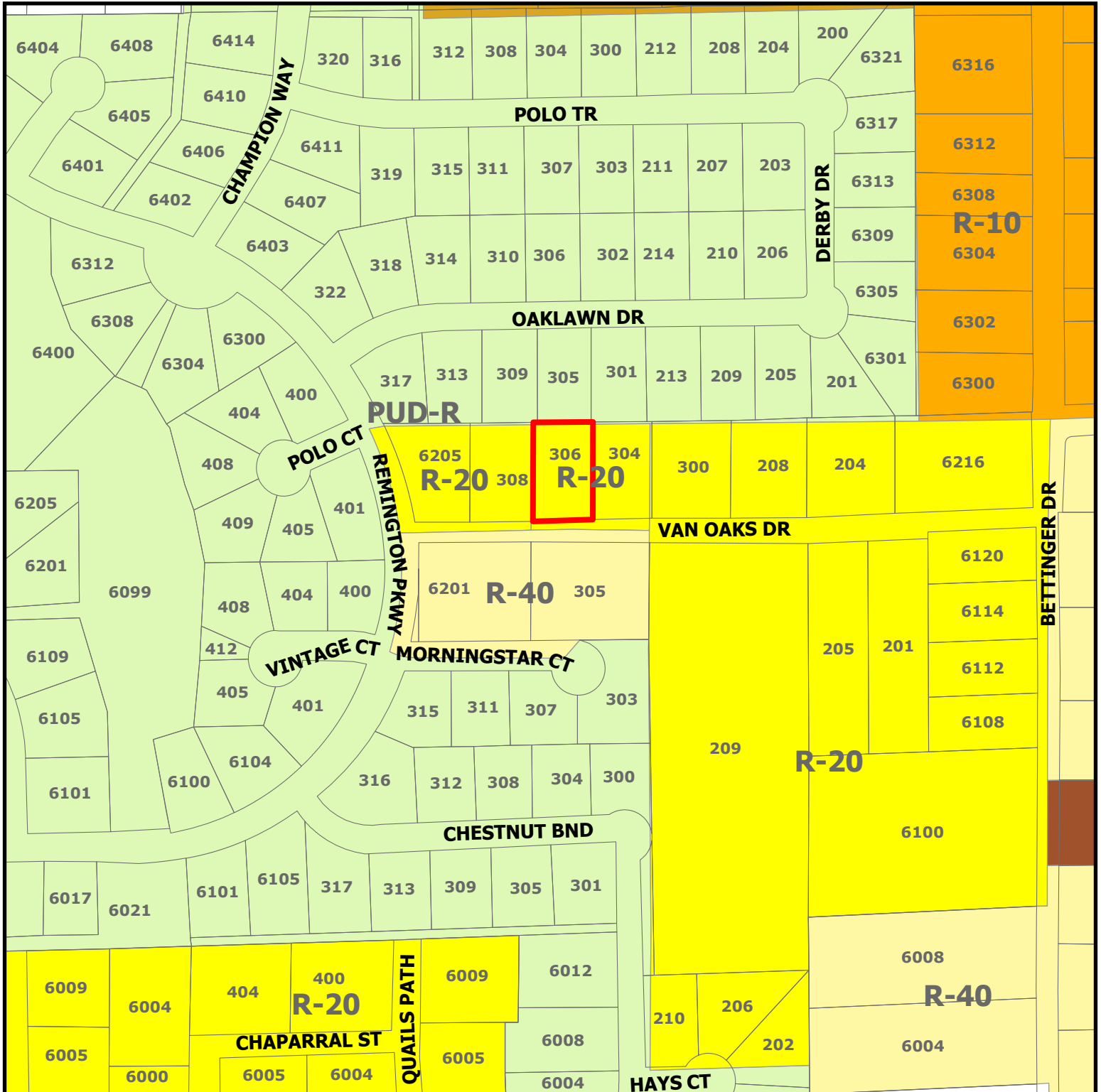


Subject Property



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Zoning Map

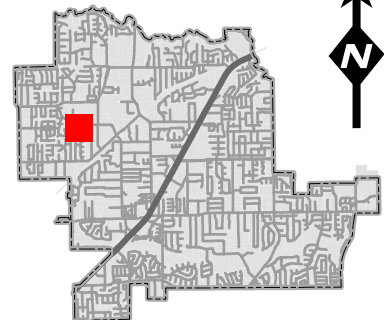


ZC24-008

306 Van Oaks Dr

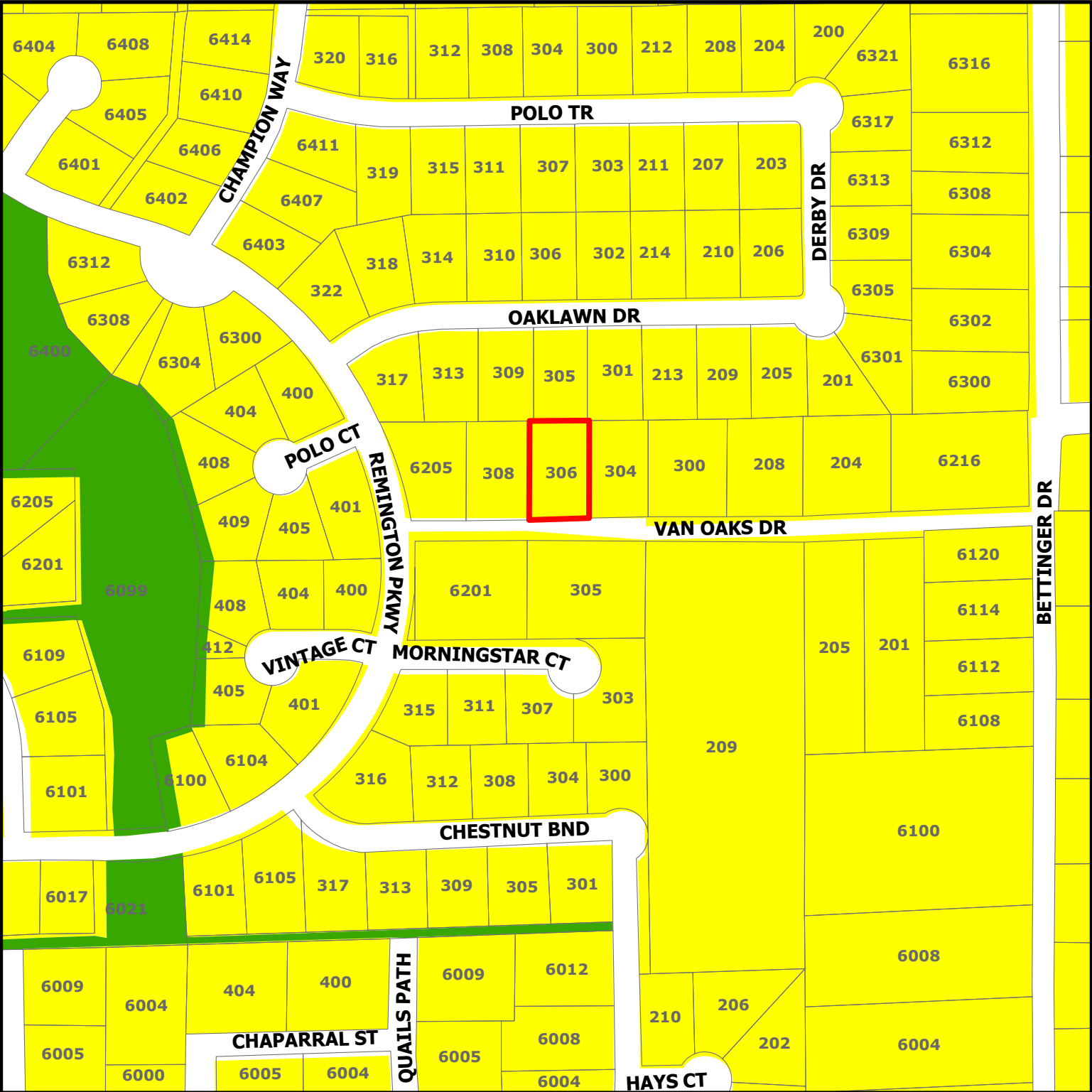


Subject Property



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Future Land Use Map

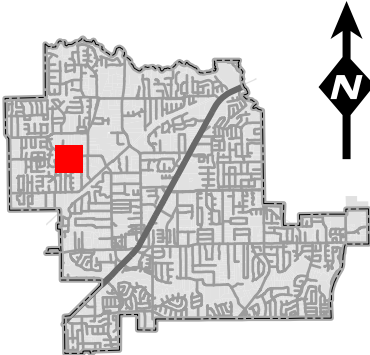


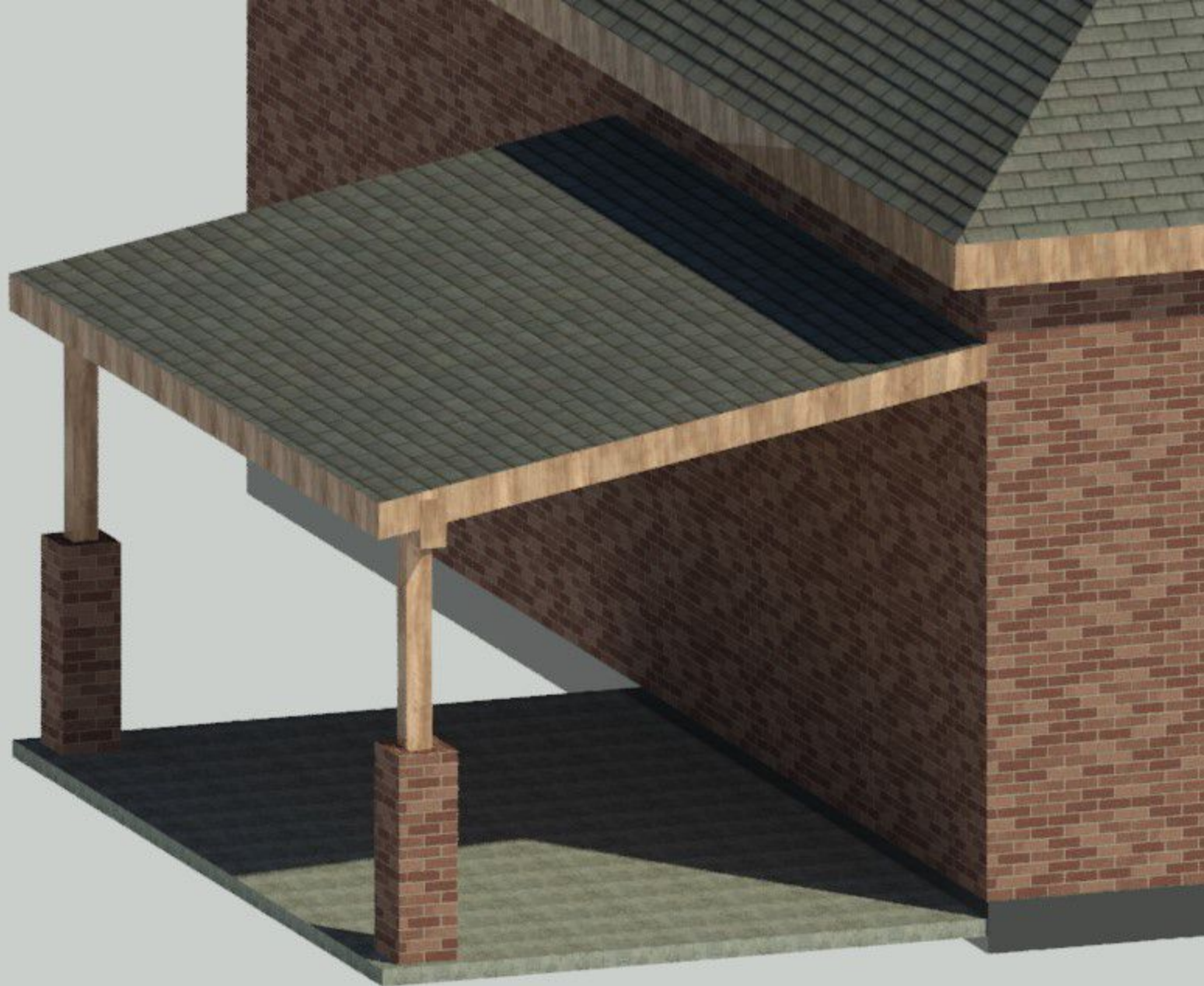
ZC24-008

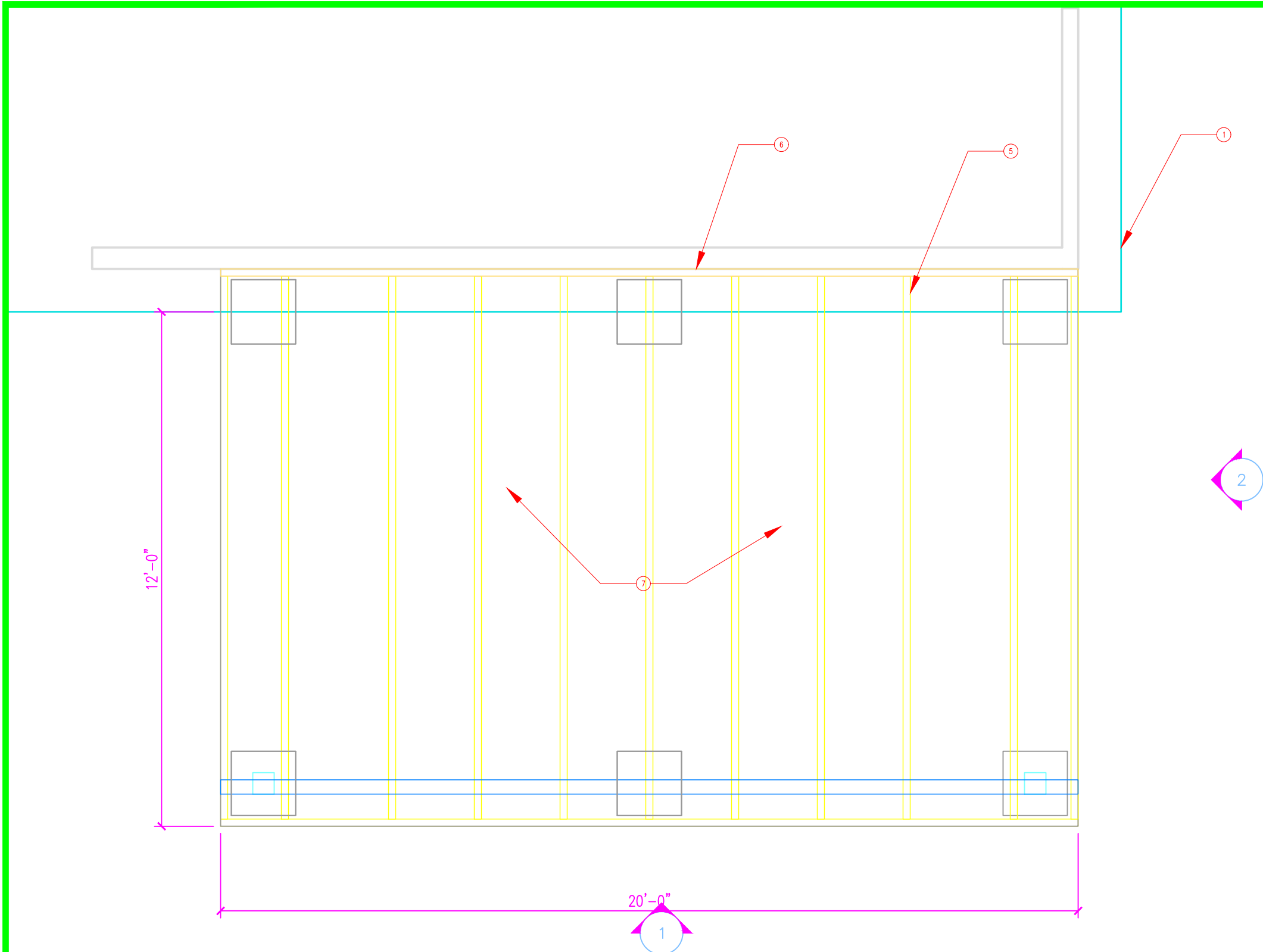
306 Van Oaks Dr

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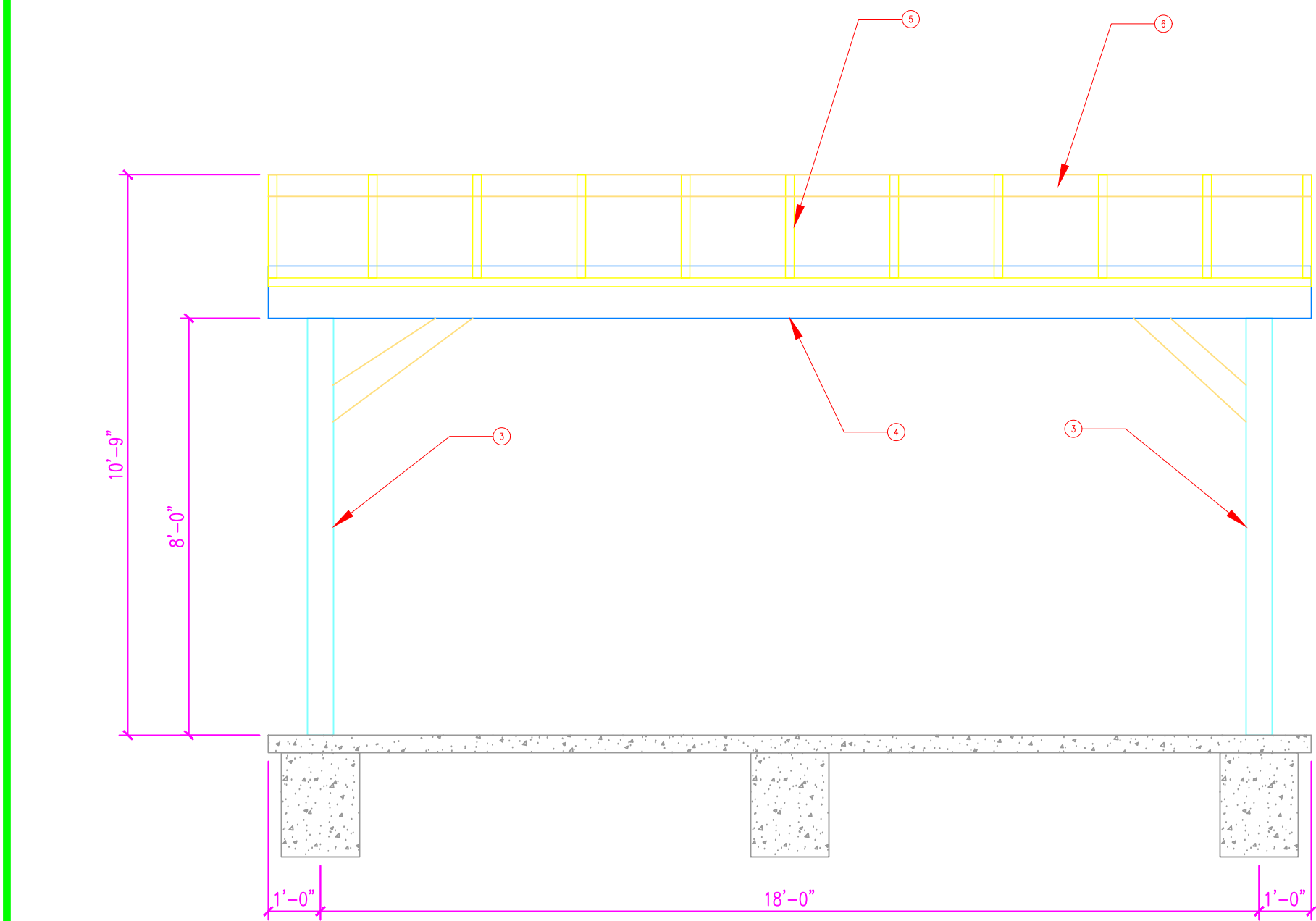
-  Residential
-  Open Space; Parks
-  Subject Property



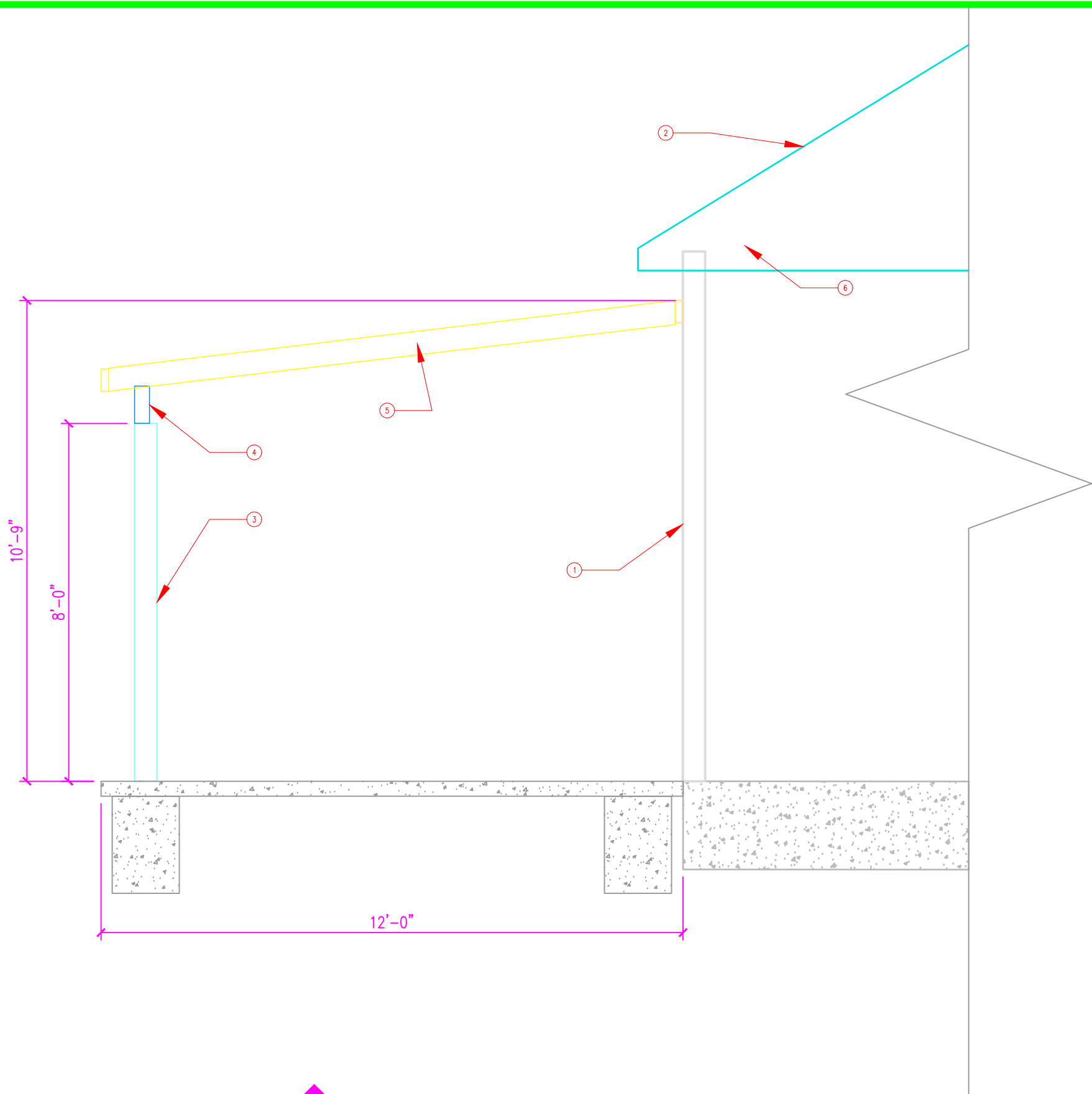




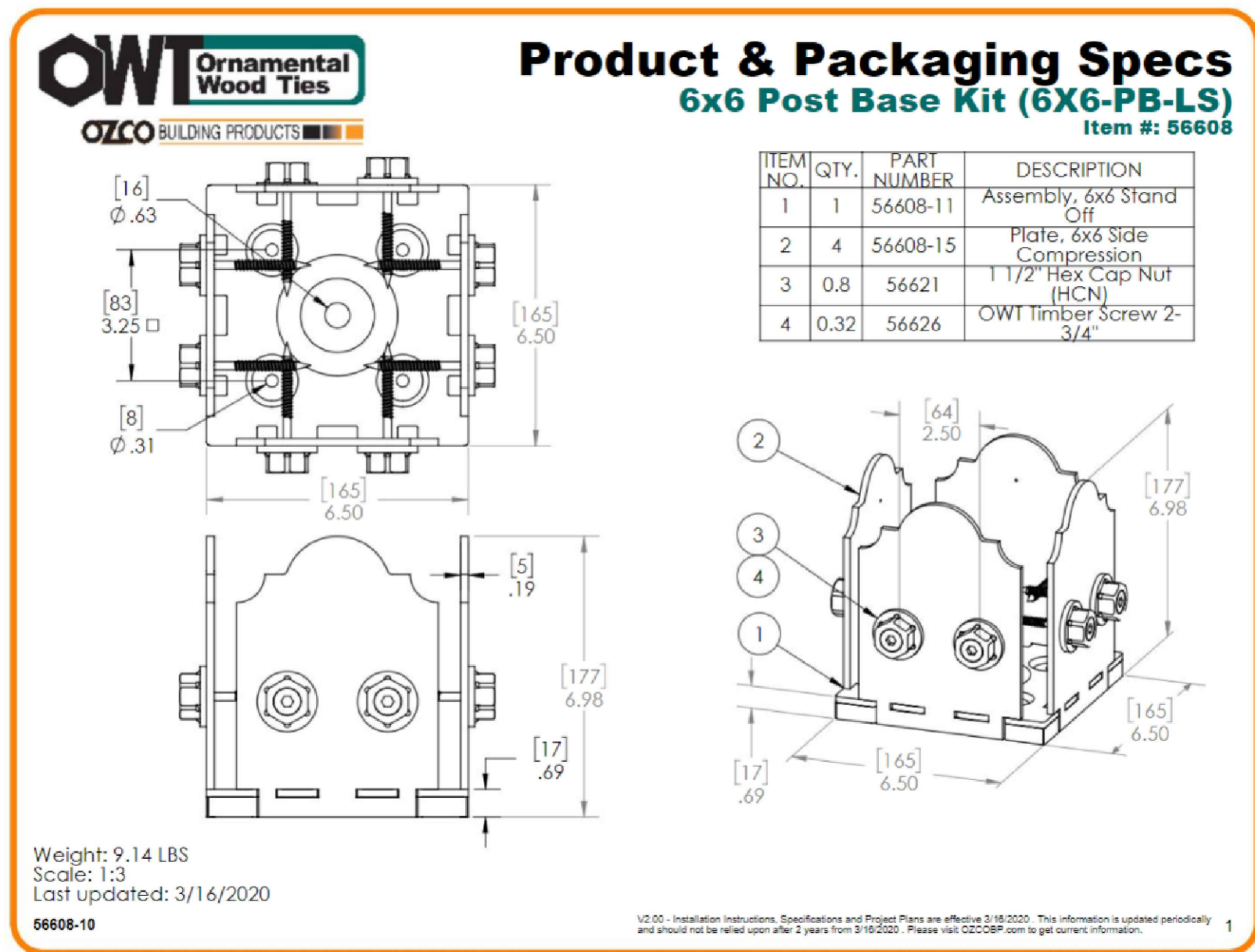
A STRUCTURE PLAN VIEW
3/8" = 1'-0"



1 STRUCTURE FRONT VIEW
3/8" = 1'-0"



2 STRUCTURE SIDE VIEW
3/8" = 1'-0"



B POST TO CONCRETE BRACKET
NONE

KEY NOTES:

- EXISTING STRUCTURE/WALL
- EXISTING SLOPED ROOF
- 6X6 POSTS
- 4X12 MAIN SUPPORT BEAM
- 2X6 RAFTER, 24" OC (TYP)
- 2X6 LEDGER BOARD
- 1X6 ROOF DECKING

GENERAL NOTES

- DECKING AND TRIM NOT SHOWN FOR CLARITY IN VIEWS.
- POST AND BEAM SIZING BASED ON WESTERN RED CEDAR, #2 OR BETTER GRADE WITH NO VISIBLE DEFECTS THAT WOULD AFFECT STRUCTURAL INTEGRITY.
- LOAD CALCULATIONS MATERIAL PROPERTIES:
 - MODULUS OF ELASTICITY - 1×10^6 PSI
 - EXTREME FIBER STRESS IN BENDING - 700 PSI
 - TENSION PARALLEL TO GRAIN - 425 PSI
 - HORIZONTAL SHEAR - 155 PSI
 - COMPRESSION PARALLEL TO GRAIN - 650 PSI
 - COMPRESSION PERPENDICULAR TO GRAIN - 425 PSI
 - ROOF LOAD - 10 PSF DEAD LOAD AND 5 PSF LIVE LOAD

SCOPE OF WORK

Materials:

All wood used in construction is 100% Western Red Cedar, graded #2 or better. Concealed members may be pine of same nominal dimensions. Material applications with sizes are:

- 2x6 rafters spaced <24" O.C.
- 1x6 soffit trim and bracing
- 2x6 ledger board
- 1x4 trim
- 4x12 support beams
- 6x6 posts to support the 4x12 beam and roof load
- 6"x1" Cedar decking
- Asphalt composite shingles to match home roofing
- 3/4" Galvanized nails for shingles and flashing
- GRK 3/8" x 6, 10 and 12-inch structural screws

Main Support Posts:

2-6x6 posts will support the beam supporting the outer end of the cover. Posts will be attached to the new concrete patio above the concrete footings per "Detail B".

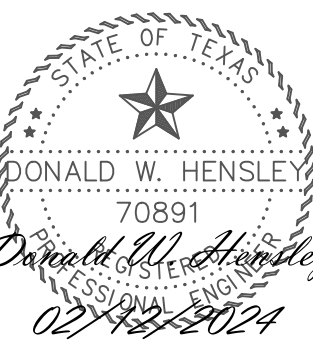
Shed Cover:

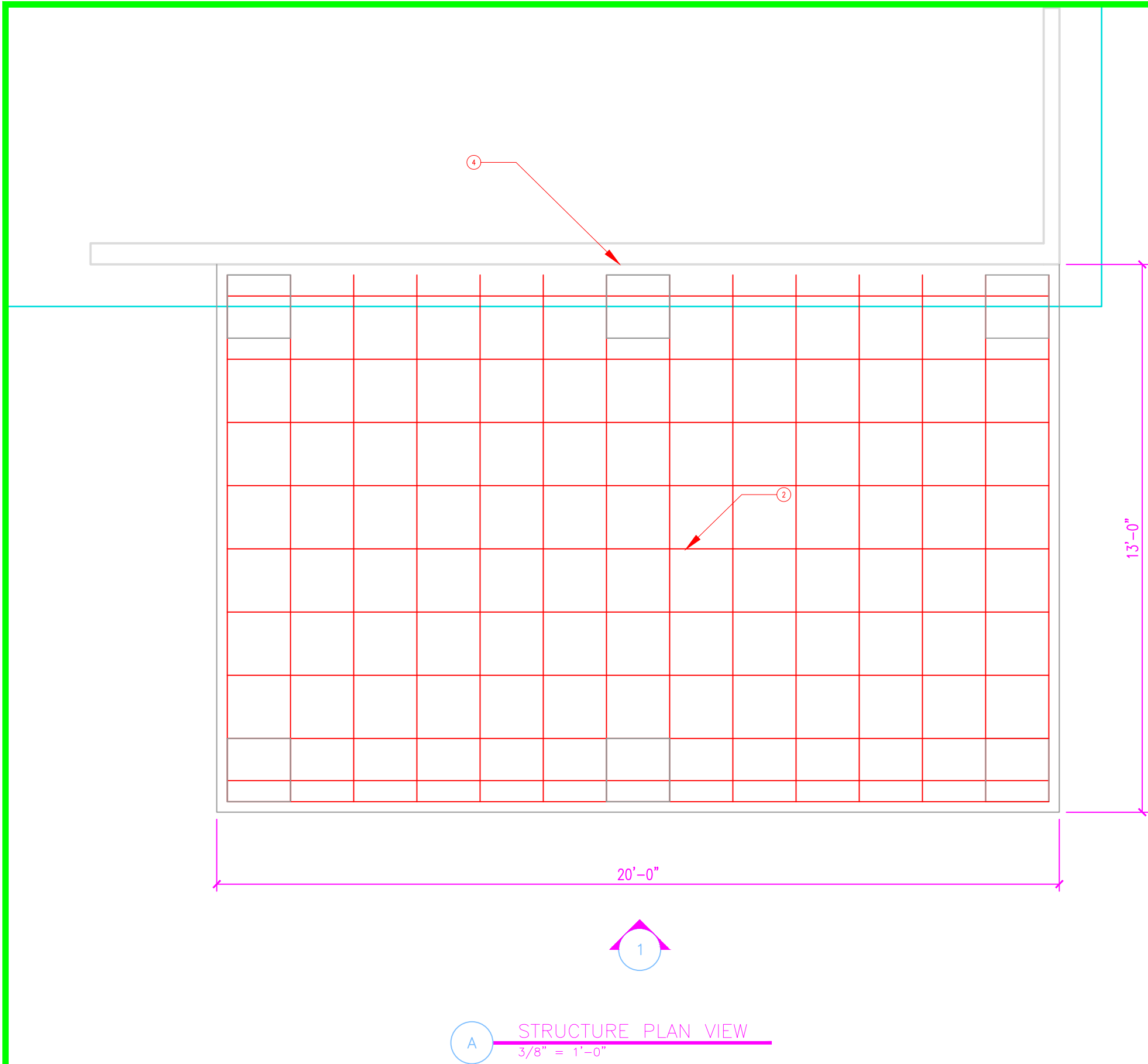
The cover will have 6x6 posts installed as stated in the post section with 4x12 beam as main support for the 2x6 rafters. The posts and the 4X10 beams will hold the 2x6 rafters for the shed roof. Rafters will be wind bracing strapped to support beam. The slope of the gable roof will be less than 1:12, with drideck underlayment and roll asphalt roof to match the home shingles color as closely as possible.



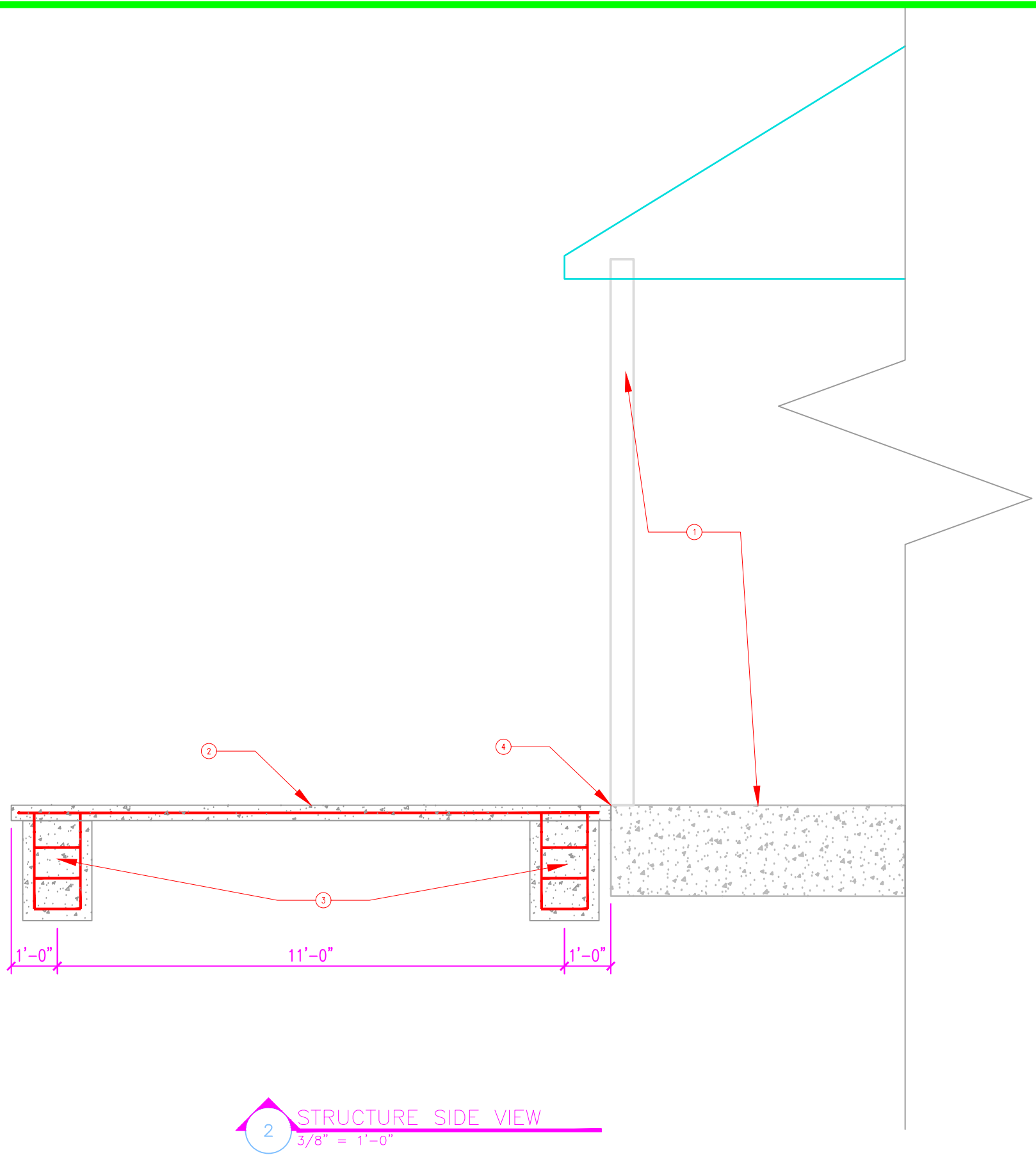
306 VAN OAKS DR.
COLLEYVILLE, TX 76034

SHED PATIO COVER

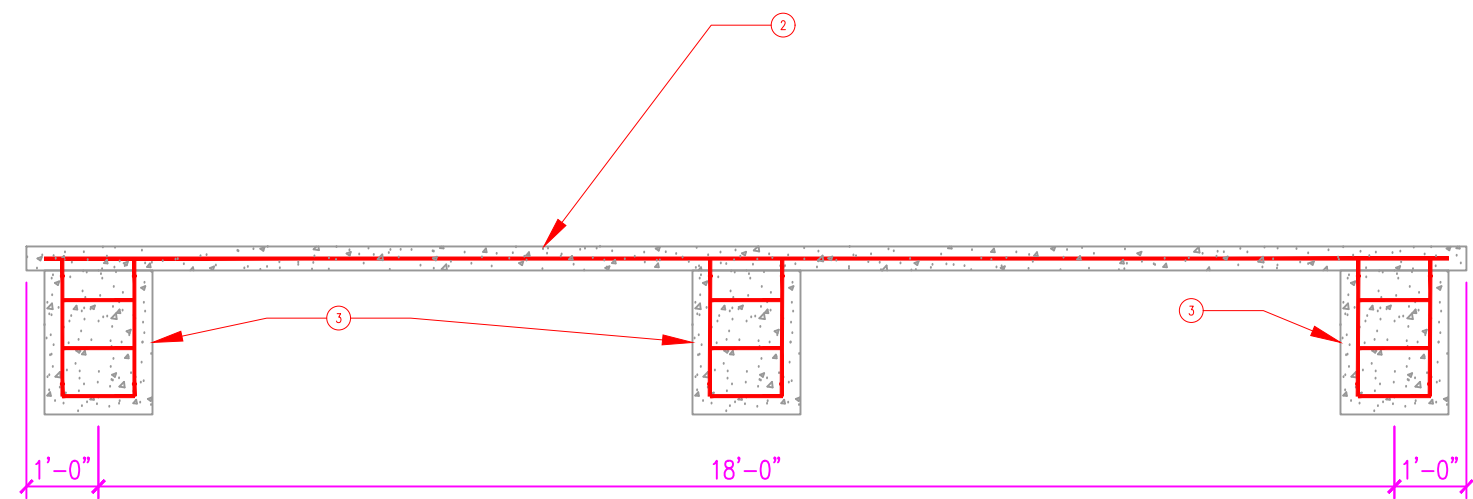




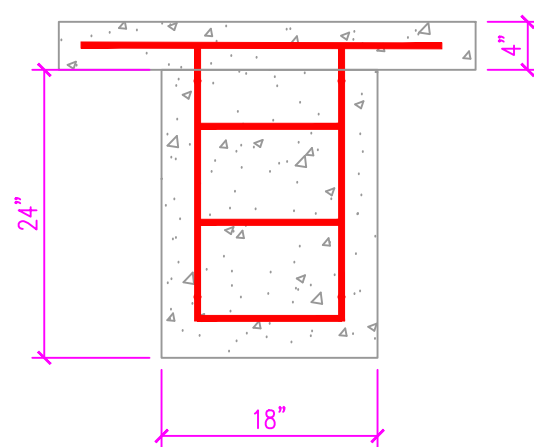
A STRUCTURE PLAN VIEW
3/8" = 1'-0"



2 STRUCTURE SIDE VIEW
3/8" = 1'-0"



1 STRUCTURE FRONT VIEW
3/8" = 1'-0"



B POST FOOTING DETAIL
NONE

KEY NOTES:

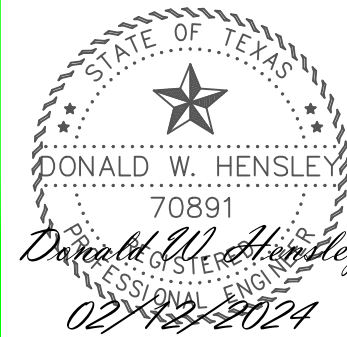
1. EXISTING STRUCTURE/WALL
2. NEW 4" (MIN.) CONCRETE SLAB
3. NEW 18"x18"x24" PIERS LOCATED AS SHOWN.
4. SEALED EXPANSION JOINT

GENERAL NOTES

1. 3000 PSI CONCRETE
2. #3 REBAR, 18" OC EACH DIRECTION
3. PIERS HAVE 2 LAYERS OF #3 REBAR, 8" OC EACH DIRECTION WITH 4 VERTICAL TIES THAT CONNECT TO SLAB REBAR.
4. CONCRETE IS 4" THICK, MINIMUM, POURED ON 4" SELECT FILL, COMPACTED IN 2 LIFTS.
5. BOTTOM OF PIERS TO BE ON UNDISTURBED OR WELL COMPACTED EARTH.
6. CONTRACTOR TO COORDINATE WITH AND VERIFY FINAL DIMENSIONS AND SLAB LOCATION WITH HOME OWNER AND COVER CONTRACTOR.

306 VAN OAKS DR
COLLEYVILLE, TX 76034

PATIO CONCRETE



NO.	BY	DATE	REVISION
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

PROJECT: 24-CORBELL	DESIGNED BY: DMH
FILE: CORBELL SHED COVER	DRAWN BY: DMH
DATE: 02/12/2024	CHECKED BY: DMH
SCALE: 3/8" = 1' - 0"	REVISED BY: -- -- --



ALTERATION, ADDITION OR ACCESSORY BLDG APPLICATION

Residential

(Please print clearly)

Property Owner Information		Applicant/Contractor Information	
Project Address 306 Van Oaks		General Contractor (Co. Name) LASSO WORKS CEDAR	
Lot Block Subdivision 1 1 Debrecht addition		Applicant Name Daniel Crumpton	
Property Owner Name Bryan Corbell		Applicant Email daniel@lassoworkscedar.com	
Property Owner Address 306 Van Oaks		Applicant Phone (940) 395-1560	
City / State / Zip Colleyville/Tx		Field contact person (if different than above)	Cell phone:

Alteration/Addition Permit Areas	Accessory Buildings	Setbacks Shown
Remodel Area _____ s.f.	Building Area _____	Front 62'9"
New 1st floor living area _____ s.f.	Ext. Wall Height _____	Left 10'
New 2nd floor living area _____ s.f.	Roof Pitch _____	Right 85'4"
New Total living area _____ s.f.	Overall Height _____	Rear 50'
New Garage area _____ s.f.	No. of Existing Accessory Buildings _____	To Dwelling Attached
New Porches & Patios 272 s.f.	on this site _____	
TOTAL NEW AREA 272 s.f.	Total Area of All Existing Acc. Bldgs. _____	
Total EXISTING Area _____ s.f.	on this site _____	
Estimated value \$ 4500	Estimated value \$ _____	

Subcontractor Information	
Electrical	Mechanical
Plumbing	3rd Party Energy

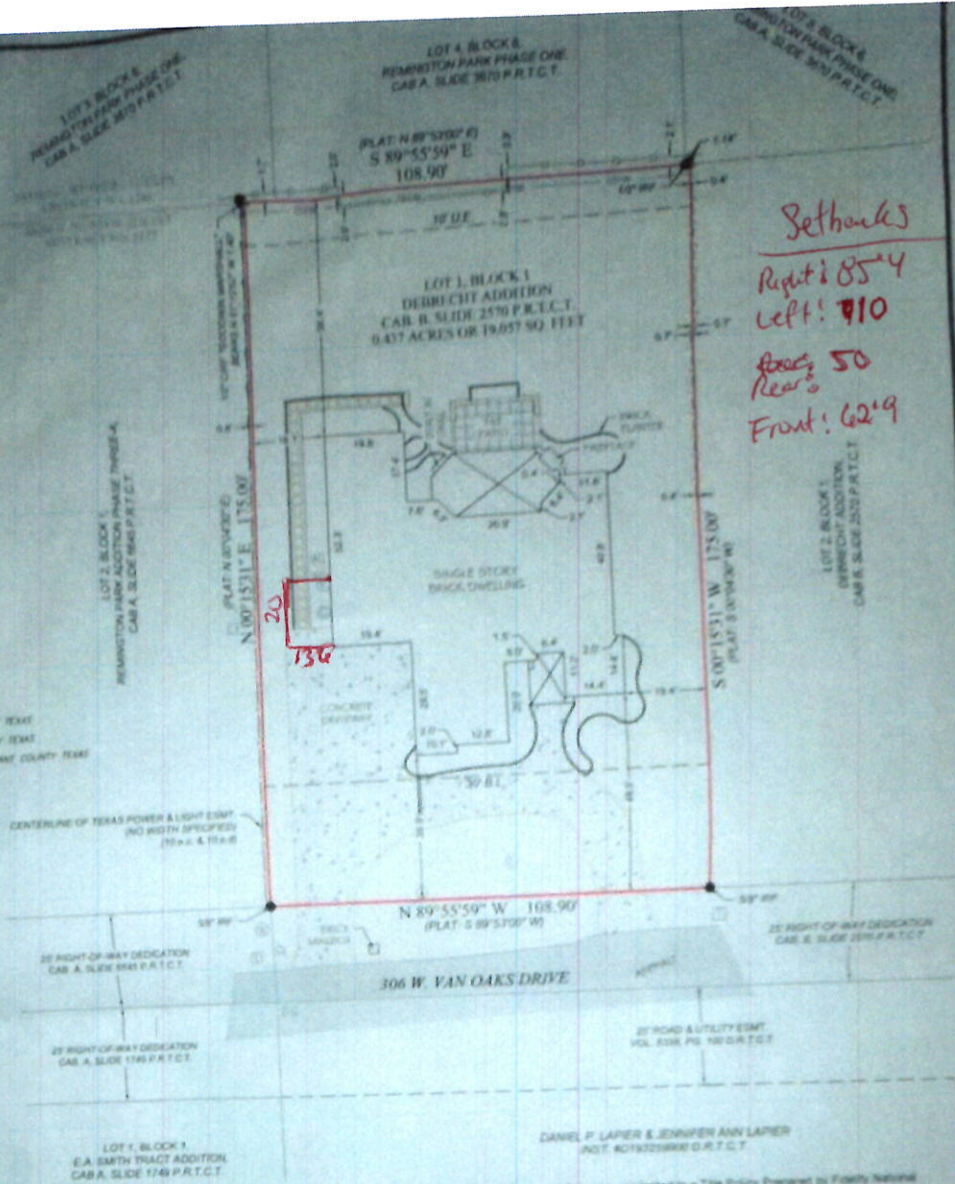
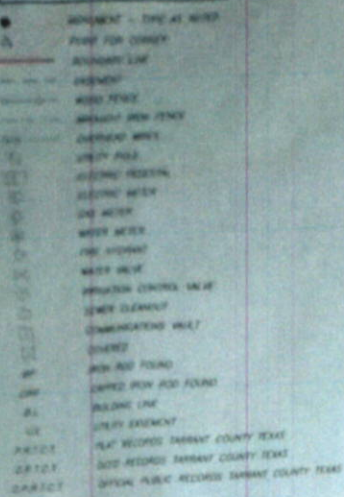
Applicant Signature	
Printed Name Daniel Crumpton	Signature <i>[Signature]</i>

Office Use Only	Existing Structures	\$Fees
Permit Number	Existing Living Area _____	Building Permit Fee _____
Plan Reviewer & Date	Existing Garage Area _____	Plan Review Fee _____
Electric Permit Fee	Existing Porches/Patios _____	MEP Fees _____
Plumbing Permit Fee	Existing Under Roof _____	Contractor Reg. Fee _____
Mechanical Permit Fee	Existing Accessory Bldgs. _____	Other _____
	Existing Area of Acc. Use _____	Other _____
		Total Fees _____

Building Inspections
100 Main Street
Colleyville, TX 76034

817-503-1030 (office)
817-503-1039 (fax)

www.colleyville.com



Sethacks
Right: 85'4"
Left: 710
Rear: 50
Front: 62'9"

LEGAL DEPOSITIONS

LOT 1, BLOCK 1, OF DESBRECHT ADDITION, AN ADDITION TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN CABINET 8, SLIDE 2570, PLAT RECORDS, TARRANT COUNTY, TEXAS.

NOTES

- [illegible]

THE WERY STAGE
FORWARDED UNDER MY OWN SIGNATURE
SLAVEY DATE 11-17-2019

11-17-1473

RECEIVED PROFESSIONAL CAMO SURVEYOR
STATE REGISTRATION NO. 1873

Research of Encumbrances by this Surveyor was limited to a Title Policy Prepared by Fidelity National Title Insurance Company, GP No. WP230568, Effective Date: October 3, 2023, 12:00 am and Issued October 15, 2023, 6:00 am

Schedule B item
10 e.

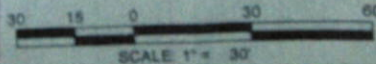
- is A building set-back line, as disclosed by Plat
Recording No. Cabinet B, Slide 2570. Plat Records, Tarrant County, Texas
Affects 30' front
AS SHOWN ON SURVEY

b. **Exemptions:** for the purposes shown below and rights incident thereto as delineated or as offered for dedication, on the map of subdivisions.

AS SHOWN ON SURVEY

c. Easement(s) and rights incidental thereto, as granted in a document
 Granted to: Texas Power & Light Company
 Purpose: As provided in said document
 Recording Date: June 17, 1974
 Recording No. Volume 3563, Page 347, West Property Records, Tarrant County, Texas
CENTERLINE SHOWN ON SURVEY (NO WIDTH PROVIDED)

8. Easement(s) and rights incidental thereto, as granted in a Document
Granted to: Texas Power & Light Company
Purpose: As provided in said document
Recording Date: December 11, 1974
Recording No.: Volume 5795, Page 58, Real Property Records, Tarrant County, Texas
CENTERLINE SHOWN ON SURVEY (NO WIDTH PROVIDED)



PROJECT NO. 231121



TBP/ELS FORM 10194553
2012 E. Randol Mill Rd. Suite 213
Arlington, Texas 76011
(817) 940-2567
info@tbp-els.com

PREPARED FOR
LEGACY LAND & TITLE

SURVEY PLAT OF
LOT 1, BLOCK 1,
OF DEBBRICHY ADDITION
AN ADDITION TO THE CITY OF COLLYVILLE,
TARRANT COUNTY, TEXAS
CARROLL B. BLOOM 2020 0 1 1 1





NOTICE OF PUBLIC HEARING

«Owner Name»

«Owner Address»

«Owner City» «Owner Zip»

The City of Colleyville has scheduled public hearings concerning the below referenced request on the following dates and location:

Planning and Zoning Commission Meeting: Monday, June 10, 2024 at 7:00 p.m.
City Council Meetings: Tuesday, July 2, 2024 & Tuesday, July 16, 2024 at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Special Use Permit to allow for a carport on Lot 1, Block 1, Debrecht Addition.

Zoning Case: ZC24-008

Applicant: Lasso Works Cedar

Owner: Bryan and Joy Corbell Revocable Trust

Location: 306 Van Oaks Drive

Property Description: Lot 1, Block 1, Debrecht Addition

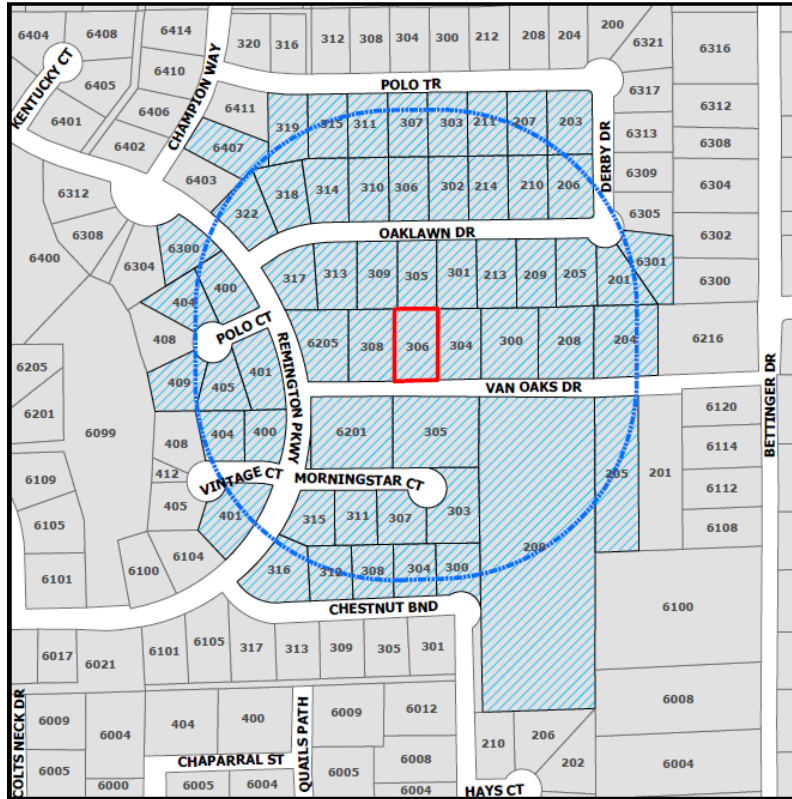
Present Zoning: R-20 Single Family Residential

This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

All interested persons are encouraged to attend the public hearing and express their opinions on the zoning change request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address or email below:

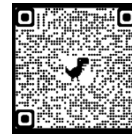
Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034
Citizenletters@colleyville.com

NOTICE OF PUBLIC HEARING



If the property owners of 20% or more of the land within the 200 foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas 76034. A brief project description can be found online on the Agenda Packet and Active Development Case map (please use your phone's camera to scan QR code below):

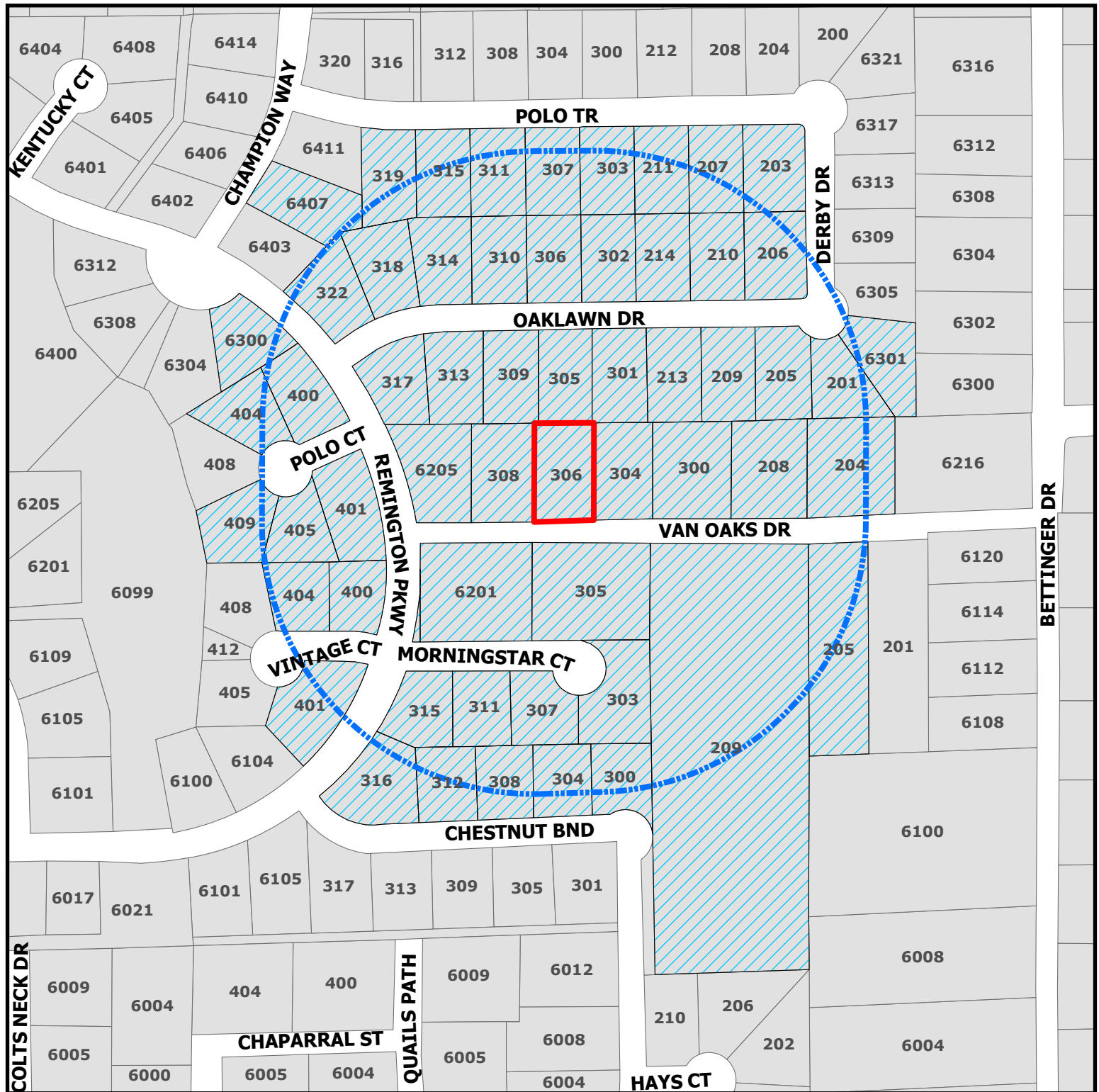


For additional information, please contact the Community Development Department at 817.503.1050. Please reference the zoning case number when requesting information.

Christopher Pham

Christopher Pham
Planner

Notification Map

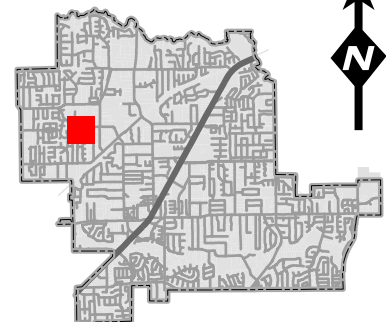


DISCLAIMER:
This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

ZC24-008

306 Van Oaks Dr

- Parcels to be notified
- Buffer
- Subject Property



Owner Name	Situs Address
LAPPO, ERICA	213 OAKLAWN DR
CONOVER STEPHEN C	404 VINTAGE CT
HELMS, JUDITH ANN	306 VAN OAKS DR
CISEK, KIMBERLY	211 POLO TR
JOHN AND CHARLOTTE KEANY LIVING	203 POLO TR
JENSEN, GEOFFREY	311 MORNINGSTAR CT
COLLIER, MICHAEL	319 POLO TR
ADAMS, MATTHEW	205 OAKLAWN DR
ABREU, ADRIANO	322 OAKLAWN DR
OSBORN, GEORGE	316 CHESTNUT BEND
LOHOEFER, CONRAD	313 OAKLAWN DR
MOLOIAN, JOHN	6407 CHAMPION WAY
PUTLAK, WAYNE A	409 POLO CT
LAPIER, DANIEL	305 VAN OAKS DR
CHURCH, GUY	205 VAN OAKS DR
FLORIN, MARK	204 VAN OAKS DR
NAPIERALSKI, JOHN	315 MORNINGSTAR CT
SIVLEY, THOMAS R	304 VAN OAKS DR
DAVIS, GENEVIEVE	401 VINTAGE CT
SANDY, TAYLOR	300 VAN OAKS DR
LEWIS, CLINTON W	307 POLO TR
NHERERA, LEO	309 OAKLAWN DR
SMYTH, EDWARD M	308 CHESTNUT BEND
DELONG, BRADLEY	303 POLO TR
SWINDLE, AMBER L	210 OAKLAWN DR
LEHNER, LESLEY	405 POLO CT
JIM & DENISE MCKNIGHT REVOCABLE	207 POLO TR
WEINSTEIN, JENNIFER	317 OAKLAWN DR
LEWIS, LARRY T	209 OAKLAWN DR
HARRISON, MACLYN F	206 OAKLAWN DR
RYBACK, JENNIFER	305 OAKLAWN DR
OMAR R SAMANIEGO AND PRISCILLA	304 CHESTNUT BEND
SHERMAN, ROBERT	208 VAN OAKS DR
PUTNAM, ROBERT Y	315 POLO TR
ESEMUEDE, JOHN	214 OAKLAWN DR
IDOL, WALTER SMALL	6201 REMINGTON PKWY
HANSEN, GREGG	314 OAKLAWN DR
LAROVERE, RALPH D	306 OAKLAWN DR
HOPKINS, PAIGE N	308 VAN OAKS DR
HENDERSON, WILLIAM	312 CHESTNUT BEND
GANAWAY, ANGELA	310 OAKLAWN DR
KITTLE, DANA	400 POLO CT
SIMPSON, GREGORY	209 VAN OAKS DR
BALLEJOS, CHRISTOPHER	307 MORNINGSTAR CT
KING, MICHAEL	404 POLO CT
HENDERSON, MARK S	302 OAKLAWN DR
KING, BRIAN	6301 DERBY DR
COSTANTINI, ANDREW	201 OAKLAWN DR
PINCKNEY-MAAS, SHERYL	6300 REMINGTON PKWY
ORR, GENE	301 OAKLAWN DR
PRYOR, ANDREW L	311 POLO TR
SQUIRES, STEVEN	303 MORNINGSTAR CT
HARRIS, BRANDON	318 OAKLAWN DR
BELL, CARLA	6205 REMINGTON PKWY
SALDIVIA, GALO D	401 POLO CT
WOODDELL, CHARLES	400 VINTAGE CT
EDEN ROAD TRUST	300 CHESTNUT BEND
REMINGTON PARK ADDITION	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED
LASSO WORKS CEDAR	APPLICANT

From: [REDACTED]
To: [Citizen Letters](#)
Subject: Zoning change request ZC24-008
Date: Tuesday, May 28, 2024 2:13:42 PM

Hi!

I am writing because there is a zoning request sign in my neighbors yard, 306 Van Oaks Colleyville TX 76034.

I am against this and would like to remain anonymous bc of how close we live to them.

They have been doing work on the house since October and have told us face to face that they didn't get permits.

They added a rock sidewalk to their yard which significantly impacted the rainwater drainage in our yard. Our entire yard was soaked, at least a foot down for at least two months this spring because of the unpermitted work they did. It caused several of our trees and landscape to die, we were over run with mosquitos, it killed a significant amount of our grass. We have not had issues with this until they moved in and did the rock work.

This car port will also significantly impact the drainage to the house on the other side of them. From what I have seen, I don't trust that they will do a thorough job to prevent future drainage issues.

The owner of 306 Van oaks told us that he wasn't going to get permits for any of the work he was having done. Our other neighbor, informed him that they were renovating their house and so the city would be out quite frequently. Only then did he request a permit. He began prep work before he even applied for the permit, such as moving the AC unit.

They have not been honest about renovations, such as telling us that there were not going to put up a fence between our yard (we already have a beautiful rod iron fence with beautiful flowering vines between our yard), and we came home one day to fence construction. I will attach pictures of how unsightly the fence is and how it left two feet of yard that we are unable to attend to now. The owners of 306 Van Oaks have already flipped another house in Colleyville in the past two years, and quickly moved out. This causes me to believe that they may be planning on doing this with this house. Colleyville is not an area that needs quick flipped houses. Colleyville is established and full of quality everything (houses, streets, parks, etc) we cannot begin to allow things like a carport to start bringing down the property value and beautiful ethics that Colleyville offers. I believe that a carport will significantly decrease the property values on our street. Carports are unsightly, debris, trash, and other items that should be stored in the garage, end up being stored in the carport, which is visible from the road. Our street is beautiful and serves as a common walking trail for families all around our area. On any given day, I see at least a minimum of 20 families/individuals who do not live on our street, walking, jogging, riding bikes, and walking their dogs. It is obvious that they enjoy the tranquility and niceness of our street. Having an unsightly carport would greatly bring down the beautiful aesthetics and nature of our street.

Allowing them to add a carport would be the beginning to a slippery slope towards the decline of the peaceful and quality aesthetic that living in Colleyville brings.

Thank you for your time and please consider the points I've made!

[REDACTED]

ORDINANCE O-24-2288

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.45 ACRES, BEING LOT 1, BLOCK 1, DEBRECHT ADDITION, LOCATED AT 306 VAN OAKS DRIVE, BY AUTHORIZING A SPECIAL USE PERMIT TO ALLOW FOR A CARPORT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit to allow for a Carport under Case No. ZC24-008; and

WHEREAS, the City of Colleyville deems it necessary, for the purpose of promoting the health, safety, morals, or general welfare of the City to amend the City's zoning ordinance; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the City's zoning districts and their peculiar suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

WHEREAS, the City Council is of the opinion that the change in zoning provided for herein should be made, in compliance with the City Charter, and state law with reference to changes to zoning classifications under the City's zoning ordinance and zoning map, having given the requisite notices required by law and having held public hearings affording all interested persons and property owners a full and fair opportunity to be heard.

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

Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for a Carport on 0.45 acres, being Lot 1, Block 1, Debrecht Addition, located at 306 Van Oaks Drive, as depicted on the attached as Exhibit "A".

Sec. 2. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 3. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

a. The Special Use Permit shall allow a carport being 20 feet in length and 272 square feet in area.

b. It shall be generally consistent with the site plan and as depicted on the attached Exhibit "B".

c. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.

Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 7. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 2nd day of July 2024.

The second reading and public hearing being conducted on the 16th day of July 2024.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 16TH DAY OF JULY 2024.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

CITY OF COLLEYVILLE

Angela Feters
Assistant City Secretary

Bobby Lindamood
Mayor

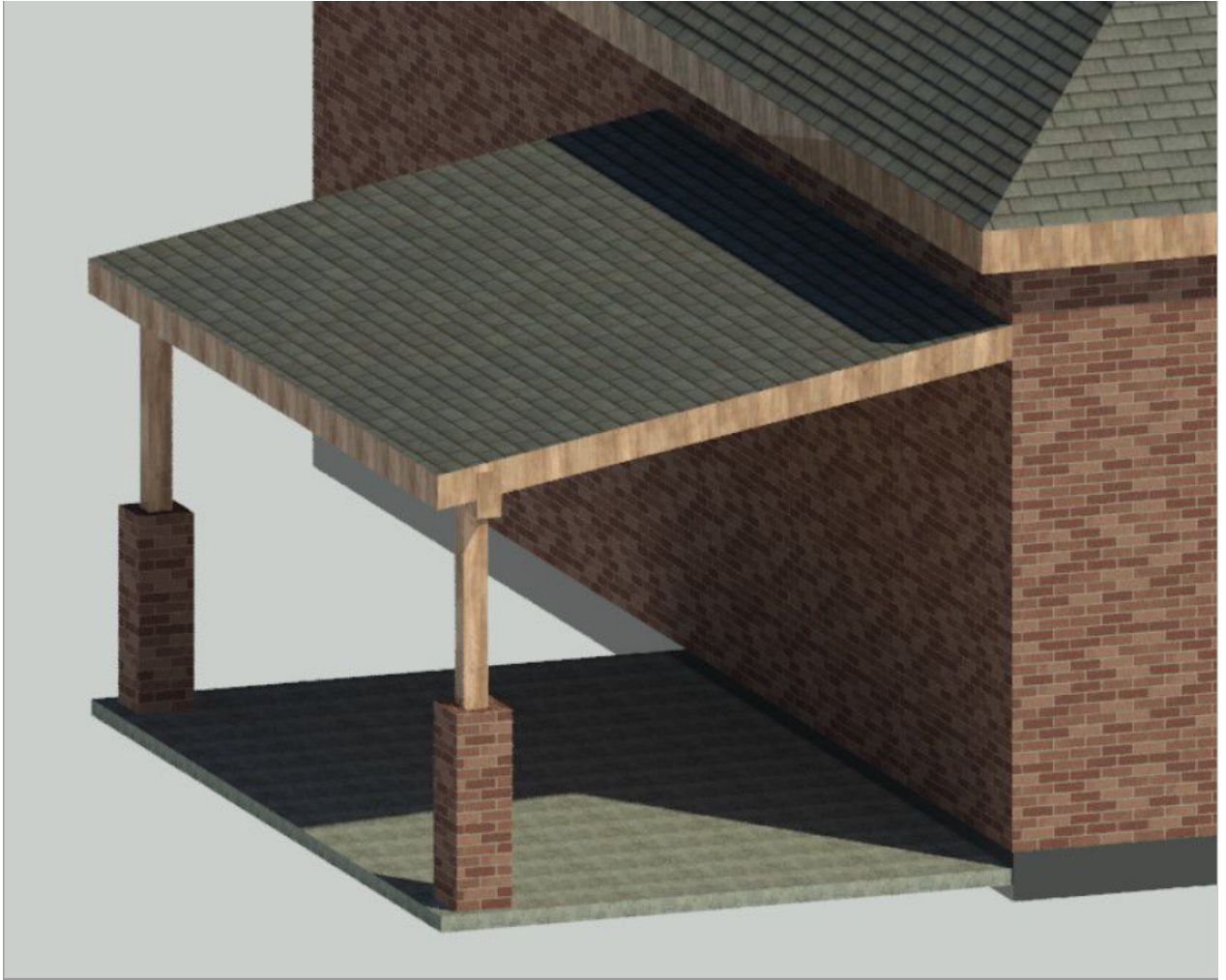
APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Location and Zoning Map



[illegible]





CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 6b

Agenda Date 7/16/2024

Number Ordinance O-24-2289

Type Ordinance

Department Community Development

Title

Amending Exhibit B of Ordinance O-21-2179 for the purpose of deleting the local amendment to Section 1003, Interceptors and Separators, of the adopted 2018 edition of the International Plumbing Code and adopting the original language of Section 1003 as published in the 2018 edition of the International Plumbing Code; amending Section 18-19(b) of the Code of Ordinances

Explanation

Second Reading and Public Hearing

Staff presented the item and answered questions from the City Council. No one came forward during the Public Hearing to speak on the item.

First Reading and Public Hearing

This item seeks approval to amend Exhibit B of the local amendment to Section 1003, adopted by Ordinance O-21-2179, when the City adopted the 2018 editions to the International Building Code (IBC), International Residential Code (IRC), International Energy... Code (IECC), 2020 National Electric Code, International Plumbing Code (IPC), International Fuel Gas Code (IFGC), International Mechanical Code (IMC), International Fire Code (IFC), International Swimming Pool and Spa Code (ISPSC), and International Existing Building Code (IEBC).

City staff found Chapter 10, Section 1003.1 through 1003.10 were removed by amendment and replaced with the City of Colleyville Fats, Oils, and Grease (FOG) Manual and Policy. Research has found this manual was intended to be based on a similar manual from Southlake. However, the manual or associated policy was never created. As this section was removed, the City has no restriction regarding the discharge of fats, oils, grease, sand, or any other debris into the City sewer. Approval of the amendment will restore the original wording ([...] 1003.10 Access and maintenance of interceptors and separators. Access shall be provided to each interceptor and separator for service and maintenance. Interceptors and separators shall be maintained by periodic removal of accumulated grease, scum, oil, or other floating substances and solids deposited in the interceptor or separator.) as found in the 2018 International Plumbing Code, and provide the City with the ability to enforce discharge restrictions.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Section 1003 IPC
2. Ordinance O-24-2289

SECTION 1003

INTERCEPTORS AND SEPARATORS

1003.1 Where required.

Interceptors and separators shall be provided to prevent the discharge of oil, grease, sand and other substances harmful or hazardous to the public sewer, the private sewage system or the sewage treatment plant or processes.

1003.2 Approval.

The size, type and location of each interceptor and of each separator shall be designed and installed in accordance with the manufacturer's instructions and the requirements of this section based on the anticipated conditions of use. Wastes that do not require treatment or separation shall not be discharged into any interceptor or separator.

1003.3 Grease interceptors.

Grease interceptors shall comply with the requirements of [Sections 1003.3.1](#) through [1003.3.8](#).

1003.3.1 Grease interceptors and automatic grease removal devices required.

A grease interceptor or automatic grease removal device shall be required to receive the drainage from fixtures and equipment with grease-laden waste located in food preparation areas, such as in restaurants, hotel kitchens, hospitals, school kitchens, bars, factory cafeterias and clubs. Fixtures and equipment shall include pot sinks, prerinse sinks; soup kettles or similar devices; wok stations; floor drains or sinks into which kettles are drained; automatic hood wash units and dishwashers without prerinse sinks. Grease interceptors and automatic grease removal devices shall receive waste only from fixtures and equipment that allow fats, oils or grease to be discharged. Where lack of space or other constraints prevent the installation or replacement of a grease interceptor, one or more grease interceptors shall be permitted to be installed on or above the floor and upstream of an existing grease interceptor.

1003.3.2 Food waste disposers restriction.

A food waste disposer shall not discharge to a grease interceptor.

1003.3.3 Additives to grease interceptors.

Dispensing systems that dispense interceptor performance additives to grease interceptors shall not be installed except where such systems dispense microbes for the enhancement of aerobic bioremediation of grease and other organic material, or for inhibiting growth of pathogenic organisms by anaerobic methods. Such microbial dispensing systems shall be installed only where the grease interceptor manufacturer's instructions allow such systems and the systems conform to [ASME A112.14.6](#). Systems that discharge emulsifiers, chemicals or enzymes to grease interceptors shall be prohibited.

1003.3.4 Grease interceptors and automatic grease removal devices not required.

A grease interceptor or an automatic grease removal device shall not be required for individual dwelling units or any private living quarters.

1003.3.5 Hydromechanical grease interceptors, fats, oils and greases disposal systems and automatic grease removal devices.

Hydromechanical grease interceptors; fats, oils, and greases disposal systems and automatic grease removal devices shall be sized in accordance with [ASME A112.14.3](#), [ASME A112.14.4](#), [ASME A112.14.6](#), [CSA B481.3](#) or [PDI G101](#). Hydromechanical grease interceptors; fats, oils, and greases disposal systems and automatic grease removal devices shall be designed and tested in accordance with [ASME A112.14.3](#), [ASME A112.14.4](#), [CSA B481.1](#), [PDI G101](#) or [PDI G102](#). Hydromechanical grease interceptors; fats, oils, and greases disposal systems and automatic grease removal devices shall be installed in accordance with the manufacturer's instructions. Where manufacturer's instructions are not provided, hydromechanical grease interceptors; fats, oils, and greases disposal systems and automatic grease removal devices shall be installed in compliance with [ASME A112.14.3](#), [ASME A112.14.4](#), [ASME A112.14.6](#), [CSA B481.3](#) or [PDI G101](#).

1003.3.5.1 Grease interceptor capacity.

Grease interceptors shall have the grease retention capacity indicated in [Table 1003.3.5.1](#) for the flow-through rates indicated.

**TABLE 1003.3.5.1
CAPACITY OF GREASE INTERCEPTORS^a**

TOTAL FLOW- THROUGH RATING (gpm)	GREASE RETENTION CAPACITY (pounds)
4	8
6	12
7	14
9	18
10	20
12	24
14	28
15	30
18	36

20	40
25	50
35	70
50	100
75	150
100	200

For SI: 1 gallon per minute = 3.785 L/m, 1 pound = 0.454 kg.

1. a. For total flow-through ratings greater than 100 (gpm), double the flow-through rating to determine the grease retention capacity (pounds).

1003.3.5.2 Rate of flow controls.

Grease interceptors shall be equipped with devices to control the rate of water flow so that the water flow does not exceed the rated flow. The flow-control device shall be vented and terminate not less than 6 inches (152 mm) above the flood rim level or be installed in accordance with the manufacturer's instructions.

1003.3.6 Automatic grease removal devices.

Where automatic grease removal devices are installed, such devices shall be located downstream of each fixture or multiple fixtures in accordance with the manufacturer's instructions. The automatic grease removal device shall be sized to pretreat the measured or calculated flows for all connected fixtures or equipment. Ready access shall be provided for inspection and maintenance.

1003.3.7 Gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems.

The required capacity of gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be determined by multiplying the peak drain flow into the interceptor in gallons per minute by a retention time of 30 minutes. Gravity grease interceptors shall be designed and tested in accordance with [IAPMO/ANSI Z1001](#). Gravity grease interceptors with fats, oils, and greases disposal systems shall be designed and tested in accordance with [ASME A112.14.6](#) and [IAPMO/ANSI Z1001](#). Gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be installed in accordance with manufacturer's instructions. Where manufacturer's instructions are not provided, gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be installed in compliance with [ASME A112.14.6](#) and [IAPMO/ANSI Z1001](#).

1003.3.8 Direct connection.

The discharge piping from a grease interceptor shall be directly connected to the sanitary drainage system.

1003.4 Oil separators required.

At repair garages where floor or trench drains are provided, car washing facilities, factories where oily and flammable liquid wastes are produced and hydraulic elevator pits, oil separators shall be installed into which oil-bearing, grease-bearing or flammable wastes shall be discharged before emptying into the building drainage system or other point of disposal.

Exception: An oil separator is not required in hydraulic elevator pits where an *approved* alarm system is installed. Such alarm systems shall not terminate the operation of pumps utilized to maintain emergency operation of the elevator by fire fighters.

1003.4.1 Separation of liquids.

A mixture of treated or untreated light and heavy liquids with various specific gravities shall be separated in an *approved* receptacle.

1003.4.2 Oil separator design.

Oil separators shall be listed and labeled, or designed in accordance with [Sections 1003.4.2.1](#) and [1003.4.2.2](#).

1003.4.2.1 General design requirements.

Oil separators shall have a depth of not less than 2 feet (610 mm) below the invert of the discharge drain. The outlet opening of the separator shall have not less than an 18-inch (457 mm) water seal.

1003.4.2.2 Garages and service stations.

Where automobiles are serviced, greased, repaired or washed or where gasoline is dispensed, oil separators shall have a capacity of not less than 6 cubic feet (0.168 m³) for the first 100 square feet (9.3 m²) of area to be drained, plus 1 cubic foot (0.028 m³) for each additional 100 square feet (9.3 m²) of area to be drained into the separator. Parking garages in which servicing, repairing or washing is not conducted, and in which gasoline is not dispensed, shall not require a separator. Areas of commercial garages utilized only for storage of automobiles are not required to be drained through a separator.

1003.5 Sand interceptors in commercial establishments.

Sand and similar interceptors for heavy solids shall be designed and located so as to be provided with ready *access* for cleaning, and shall have a water seal of not less than 6 inches (152 mm).

1003.6 Clothes washer discharge interceptor.

Clothes washers shall discharge through an interceptor that is provided with a wire basket or similar device, removable for cleaning, that prevents passage into the drainage system of solids ½ inch (12.7 mm) or larger in size, string, rags, buttons or other materials detrimental to the public sewage system.

Exceptions:

1. Clothes washers in individual dwelling units shall not be required to discharge through an interceptor.

2. 2.A single clothes washer designed for use in individual dwelling units and installed in a location other than an individual dwelling unit shall not be required to discharge through an interceptor.

1003.7 Bottling establishments.

Bottling plants shall discharge process wastes into an interceptor that will provide for the separation of broken glass or other solids before discharging waste into the drainage system.

1003.8 Slaughterhouses.

Slaughtering room and dressing room drains shall be equipped with *approved* separators. The separator shall prevent the discharge into the drainage system of feathers, entrails and other materials that cause clogging.

1003.9 Venting of interceptors and separators.

Interceptors and separators shall be designed so as not to become air bound. Interceptors and separators shall be vented in accordance with one of the methods in [Chapter 9](#).

1003.10 Access and maintenance of interceptors and separators.

Access shall be provided to each interceptor and separator for service and maintenance. Interceptors and separators shall be maintained by periodic removal of accumulated grease, scum, oil, or other floating substances and solids deposited in the interceptor or separator.

ORDINANCE O-24-2289

AMENDING EXHIBIT B OF ORDINANCE O-21-2179 FOR THE PURPOSE OF DELETING THE LOCAL AMENDMENT TO SECTION 1003, INTERCEPTORS AND SEPARATORS, OF THE ADOPTED 2018 EDITION OF THE INTERNATIONAL PLUMBING CODE AND ADOPTING THE ORIGINAL LANGUAGE OF SECTION 1003 AS PUBLISHED IN THE 2018 EDITION OF THE INTERNATIONAL PLUMBING CODE; AMENDING SECTION 18-19(B) OF THE CODE OF ORDINANCES TO REFERENCE THE AMENDMENT ADOPTED HEREIN AND PROVIDE FOR THE RECORDING OF SUCH AMENDMENT AS A PUBLIC RECORD; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, The City of Colleyville, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, The City Council of the City of Colleyville deems it necessary to adopt requirements governing requirements for the installation and maintenance of plumbing systems, including requirements for materials, in order to protect the health, safety and welfare of the citizens of the City of Colleyville; and

WHEREAS, On October 19, 2021, the City Council adopted Ordinance O-21-2179, which among other international codes, adopted the 2018 version of the International Plumbing Code (the "2018 IPC") with certain local amendments as set forth in Exhibit B of the same Ordinance; and

WHEREAS, The City Council deems it necessary to amend Exhibit B of Ordinance O-21-2179 by deleting the local amendment previously adopted for Section 1003 of the 2018 IPC, entitled "Interceptors and Separators", and adopting the original language of the same section found in the 2018 IPC.

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

- Sec. 1. THAT the City of Colleyville hereby amends Exhibit B to Ordinance O-21-2179 by deleting the local amendment previously adopted for Section 1003 of the 2018 version of the International Plumbing Code, entitled "Interceptors and Separators", and adopting the original language of Section 1003 as published in the 2018 version of the International Plumbing Code.
- Sec. 2. THAT save and except the amendment adopted in Section 1 of this Ordinance, the local amendments adopted in Exhibit B of Ordinance O-21-2179 shall remain in full force and effect.
- Sec. 3. THAT the Section 18-19(b) of the Code of Ordinances shall be amended to read as follows:

"Sec. 18-19 International Plumbing Code Adopted; Local Amendments.

[...]

(b) The 2018 edition of the International Plumbing Code is hereby amended as set forth in the City's local amendments thereto adopted by Ordinance O-21-2179 and Ordinance O-24-2289. A copy of the local amendments referenced in this section shall be kept on file and available for inspection by the public in the office of the building official."

- Sec. 4. THAT this ordinance shall be cumulative of all provisions of ordinances of the City of Colleyville, 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.
- Sec. 5. THAT 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 shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and 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. It is not the intention of this ordinance to conflict in any way with the Plumbing License Law of Texas.

- Sec. 6. THAT 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 ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for all violations involving zoning, fire safety or public health and sanitation, including dumping or refuse, and shall be fined not more than Five Hundred Dollars (\$500.00) for all other violations of this ordinance. Each day that a violation is permitted to exist shall constitute a separate offense.
- Sec. 7. THAT all rights and remedies of the City of Colleyville are expressly saved as to any and all violations of the provisions of any ordinances affecting the installation and maintenance of systems which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.
- Sec. 8. THAT this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 2nd day of July 2024.

The second reading and public hearing being conducted on the 16th day of July 2024.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 16TH DAY OF JULY 2024.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST: **CITY OF COLLEYVILLE**

Angela Feters	Bobby Lindamood
Assistant City Secretary	Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 8

Agenda Date 7/16/2024

Type Report

Department City Secretary

Title

Planning and Zoning Commission Meeting Minutes - June 10, 2024

Planning and Zoning Commission Worksession Minutes - June 24, 2024

Attachments

1. Planning and Zoning Commission Minutes - June 10, 2024
2. Planning and Zoning Commission Worksession Minutes - June 24, 2024



CITY OF COLLEYVILLE PLANNING AND ZONING COMMISSION MINUTES

100 Main Street, Colleyville, Texas, 76034

MONDAY, JUNE 10, 2024

CALL MEETING TO ORDER EXECUTIVE CONFERENCE ROOM

The City of Colleyville Planning and Zoning Commission Worksession Meeting was called to order by chair Bevill on June 10, 2024 at 6:15 p.m.

Roll Call

Present: David Groves, Sayeda Syed, Jerry Savoie, Jerome Obinabo, and Claudia Bevill

Absent:

Staff Present: Ben Bryner, Jacquelyn Reyff, and Kristopher Potts

Also Present: Attorney, Sarah Ross, Fire Marshal, Rob Mckeown

Jacquelyn Reyff briefed the commission for case PC24-004 and showcased exhibits provided by the applicant. There was general discussion regarding the when the home was built and the proposed additions.

Kristopher Potts briefed the commission for case ZC24-008. There was general discussion regarding the need for the carport, and the location of the proposed car port.

Kristopher Potts briefed the commission for case ZC24-009. There was discussion regarding driveway access, proximity to the nearby elementary school, and potential sidewalk requirements.

Chair Bevill adjourned the Planning and Zoning Commission Worksession Meeting at 6:33 p.m.

CALL MEETING TO ORDER CITY COUNCIL CHAMBERS

The City of Colleyville Planning and Zoning Commission Meeting was called to order by Chair Bevill on June 10, 2024, at 7:00 p.m.

Roll Call

Present: David Groves, Sayeda Syed, Jerry Savoie, Jerome Obinabo, and Claudia Bevill

Absent:

Staff Present: Ben Bryner, Jacquelyn Reyff, and Kristopher Potts

Also Present: Attorney, Sarah Ross, Fire Marshal, Rob Mckeown

1. APPROVAL OF MINUTES

1a May 13, 2024 Planning and Zoning Commission Meeting Minutes

May 28, 2024 Planning and Zoning Commission Worksession Meeting Minutes

Commissioner Groves made a motion to approve the May 13, 2024 Planning and Zoning Commission Meeting Minutes and the May 28, 2024 Planning and Zoning Worksession meeting minutes.

Commissioner Savoie seconded the motion.

The motion was carried by the following vote:

Aye: 5 – Groves, Syed, Savoie, Obinabo, and Bevill

Nay: 0

2. PUBLIC HEARING AGENDA ITEMS

2a Consideration of a Replat with a Waiver for side yard setback on Lot 56R, Block 4, Western-Trails Section Two, located at 7608 Overland Trail, Case PC24-004

Jacquelyn Reyff presented the case and briefed the Commission.

Manny Papadakis, 7608 Overland Trail, Colleyville, TX, presented his case for the proposed plat waiver. He presented information regarding when they purchased the home, and went over a brief history on why the property is built so close to the current property line.

The public hearing was opened at 7:06 p.m.

With no one wishing to speak, the public hearing was closed at 7:06 p.m.

The Commission had questions regarding the potential utilities that may need to go into the utility easements.

Commissioner Obinabo made a motion to approve Case PC24-004, with the condition that the 5 foot setback to the south side only applies to the current residence. If torn down the new home will be required to meet Land Development Code Standards.

Commissioner Groves seconded the motion.

The motion was carried by the following vote:

Aye: 5 – Groves, Syed, Savoie, Obinabo, and Bevill

Nay: 0

- 2b** Consideration of a Special Use Permit to allow for a Carport on Lot 1, Block 1, Debrecht Addition, located at 306 Van Oaks Drive, Case ZC24-008

Kristopher Potts presented the case and briefed the Commission.

Daniel Crumpton, 3200 Jewell Dr, Arlington, TX, presented his case for the proposed Special Use Permit. He presented information regarding the applicants need for the carport. The applicant has a car collection and their garage is full, they are seeking the carport as a place to store their everyday car.

There was general discussion among the commission regarding a citizen letter received discussing work having been done on the property, and the potential to increase the size of the carport in the future.

The public hearing was opened at 7:13 p.m.

With no one wishing to speak, the public hearing was closed at 7:13 p.m.

**Commissioner Syed made a motion to approve Case ZC24-008.
Commissioner Savoie seconded the motion.**

The motion was carried by the following vote:

Aye: 3 –Syed, Savoie, and Obinabo

Nay: 2 – Groves, and Bevill

**The motion to approve failed as approval requires four affirmative votes;
therefore the case was denied.**

- 2c** Consideration of a Rezoning from AG Agricultural to R-40 Single Family Residential on Lot 1, Block 1, Pleasant Run Baptist Church Addition, located at 6001 Pleasant Run Road, ZC24-009

Kristopher Potts presented the case and briefed the Commission.

Keith Hamilton, 8241 Mid Cities Blvd, North Richland Hills, TX, presented his case on the rezoning. Stating they are looking to come in for the rezoning currently and will come back for the platting process later. Keith also spoke regarding the sidewalk on the east side of the property stating they would like to remove it if possible.

The public hearing was opened at 7:25 p.m.

Edwin Waller, 513 Leta Ln spoke in opposition of the case. Referring to an agreement with the Southern Baptist Church, which was supposed to keep the facility going and keep a new church on the land.

John Fegan, 1303 Bellefonte Ln, Colleyville, TX, spoke in support of the case. He stated he has purchased the property, there was an effort to work with the foundation. The foundation stated they had reached out to several churches to attempt to place a new church within the existing facility. Mr. Fegan stated there was little interest from any religious organizations.

Dee Ann Naler, 6101 Waller Ln, spoke in opposition to the case. Referencing that the Southern Baptists have not done as they were supposed to with the land.

Jimmy Reynolds, 2237 Moneda, Haltom City, TX, spoke in opposition to the case. Referring to the agreement with the Southern Baptist Church foundation.

Jordan Shipp, 1004 Cooks Ct, Colleyville, TX, spoke in support of this item. Jordan had questions regarding the potential impact to Cooks Ln. If this development will provide sidewalks onto Cooks Ln.

With no one wishing to speak, the public hearing was closed at 7:43 p.m.

Keith Hamilton returned and spoke on the concerns brought forth. Stating most of the issues will be handled during the platting stage of the project, they're more than okay with giving some ROW.

The Commission took a recess for an Executive Session at 7:50 p.m.

The Executive Session ended and the regular meeting resumed at 8:10 p.m.

**Commissioner Groves made a motion to table Case ZC24-009 to the July 8th Planning and Zoning commission Meeting.
Commissioner Savoie seconded the motion.**

The motion was carried by the following vote:

**Aye: 5 – Groves, Syed, Savoie, Obinabo, and Bevill
Nay: 0**

4. CITIZEN COMMENTS

The public forum opened at 8:17 p.m.

With no one wishing to speak, the public forum closed at 8:17 p.m.

5. ADJOURNMENT

The meeting adjourned at 8:18 p.m.

The minutes were written and prepared by:

Kristopher Potts

Kristopher Potts
Planner

The meeting minutes were approved on July 8, 2024 by a vote of 6-0.



CITY OF COLLEYVILLE PLANNING AND ZONING COMMISSION WORKSESSION MINUTES

100 Main Street, Colleyville, Texas, 76034

JUNE 24, 2024

CALL MEETING TO ORDER EXECUTIVE CONFERENCE ROOM

The City of Colleyville Planning and Zoning Commission Worksession Meeting was called to order by Chair Bevill on June 24, 2024, at 6:16 p.m.

Roll Call

Present: Richard Remley, Sayeda Syed, Jerome Obinabo, Jerry Savoie, Brandon Arnold, and Claudia Bevill

Absent: David Groves

Staff Present: Ben Bryner, Jacquelyn Reyff, Kris Potts, Chris Pham

Also Present: Attorney, Sarah Ross, Fire Marshal, Rob Mckeown

2. WORKSESSION AGENDA ITMES

- 2a** Presentation and discussion of a Special Use Permit to allow for Massage Therapy on Lot 3, Block 1, Tara Addition, located at 1009 Cheek-Sparger, Suite 121, Case ZC24-011

Chris Pham presented item 2a and briefed the Commission. City Staff addressed questions from the Commission specifically regarding how many employees would work at the massage establishment and whether those employees would be contracted or employees. The Commission inquired whether CBD products would be sold at the establishment.

- 2b** Presentation and discussion of a Special Use Permit to allow for a Veterinarian Clinic on Lot 2, Block 1, Chandler Addition, located at 1721 John McCain Road, Case ZC24-012

- 2c** Presentation and discussion of a Special Use Permit to allow for Dog Boarding & Dog Grooming on Lot 2, Block 1, Chandler Addition, located at 1721 John McCain Road, Case ZC24-013

THE APPLICANT HAS REQUESTED TO TABLE TO THE AUGUST 12th, 2024 PLANNING AND ZONING COMMISSION MEETING

Jacquelyn Reyff presented items 2b and 2c and briefed the Commission. City staff explained that the cases would be ready with additional exhibits by the August 12th Planning & Zoning Commission at the earliest.

- 2d** Presentation and discussion of a Rezoning from AG Agricultural and RE Single Family 'Estate' Residential district to R-40 Single Family Residential for Tract 1B1, 1B2, and 1B3, Abstract 294, Robert Chowning Survey and Lot 1, Block 1, Cero Addition, located at 2417 Wilkes Drive and 6900 Pool Road, Case ZC24-014

Kris Potts presented item 2d and brief the Commission. City staff addressed questions from the Commission related to easements on the property, specifically regarding the open space and sidewalk easement on the north side of the development, the tree preservation easement on the southwest side, and the addition of a no-access easement on Lot 6 to prevent cut through connections to Wilkes Drive.

3. ADJOURNMENT

The meeting adjourned at 6:46 p.m.

The minutes were written and prepared by:

Christopher Pham

Chris Pham
Planner

The meeting minutes were approved on July 8, 2024 by a vote of 6-0.

RESOLUTION R-24-4957

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
JULY 16, 2024**

WHEREAS, City Council has taken action on certain items on the agenda under Business.

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

Sec. 1. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 16TH DAY OF JULY 2024.

Mayor Bobby Lindamood	_____	Mark Alphonso, Place 2	_____
Mayor Pro Tem Brandi Elder	_____	Ben Graves, Place 4	_____
Deputy Mayor Pro Tem Scotty Richardson	_____	Tim Raine, Place 6	_____
Kimberly Holt Gunderson, Place 5	_____		

ATTEST:

CITY OF COLLEYVILLE

Angela Feters
Assistant City Secretary

Bobby Lindamood
Mayor