



CITY OF COLLEYVILLE CITY COUNCIL AGENDA

100 Main Street, Colleyville, Texas, 76034

TUESDAY, NOVEMBER 19, 2024

**RECEPTION HONORING
TARRANT COUNTY COMMISSIONER GARY FICKES
COLLEYVILLE SENIOR CENTER
2512 GLADE ROAD
4:00 P.M.**

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

CALL TO ORDER

WS-1 Discussion and update on the SH26 Turnback Program

WS-2 Discussion of the November 19, 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 Josh Anderson, Colleyville Presbyterian

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-24-4989

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Small Business Saturday Proclamation - Mayor Bobby Lindamood

4. CONSENT: READING AND PUBLIC HEARING - RESOLUTION R-24-4990

4a Approval of the minutes of the regular City Council meeting of November 6, 2024

4b Approval of an Interlocal Agreement and funding for the Metroport Teen Court Program

4c Approval of the Police Department body camera and in- car video replacement agreement with Motorola Solutions, in an amount not to exceed \$415,000, and authorizing the City Manager to execute the agreement

4d Changing the regularly scheduled 2025 City Council Meeting of Tuesday, January 21, to Wednesday, January 22, Tuesday, March 18, to Tuesday, March 11, Tuesday, May 20, to Tuesday, May 13, Tuesday, September 2, to Wednesday, September 3, Tuesday, October 7, to Wednesday, October 8, and Tuesday, November 4, to Wednesday, November 5, 2025, to accommodate holidays when the City is closed, GCISD Spring Break, National Night Out, and Election Day

4e Appointing members to the Colleyville Economic Development Corporation, Library Board, Metroport Teen Court Advisory Board, Planning and Zoning Commission, and the Zoning Board of Adjustment/Sign Board of Appeals

5. ITEMS NOT FOR CITY COUNCIL ACTION

5a Monthly Financial Report - October 2024

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

6a Ordinance O-24-2302

Consideration of a Special Use Permit for a residential carport on Lot 27, Block 2, Woodbriar Estates West Addition, being located at 3412 San Bar Lane, Case ZC24-015

6b Ordinance O-24-2303

Consideration of a Special Use Permit to allow for Package Store Sales – Off-premises Consumption on Lot 1, Block 1, Towne Square Addition, being located at 5600 Colleyville Boulevard, Suite G, Case ZC24-016

6c Ordinance O-24-2304

Consideration of a Special Use Permit for a residential carport on Lot 2, Block 1, Arbor Estates II Addition, being located at 5503 Sycamore Drive, Case ZC24-018

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-24-4991**

Approving a Landscape Maintenance Agreement with Texas Department of Transportation for the purpose of maintaining irrigation and landscape improvements installed for the Green Ribbon Program and authorizing the City Manager to execute the agreement

8. TABLED RESOLUTION(S): READING AND PUBLIC HEARING**8a Resolution R-24-4985**

Consideration of a resolution for the abandonment of right-of-way for Lot 1, Block 1, 5520 Colleyville Addition

8b Resolution R-24-4986

Consideration of a replat for Lot 1, Block 1, 5520 Colleyville Addition, being located at 5520 Colleyville Boulevard, Case PC24-009

9. CITIZEN COMMENTS**10. REPORTS**

October 14, 2024 Planning and Zoning Commission Minutes

October 28, 2024 Planning and Zoning Commission Worksession Minutes

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, NOVEMBER 19, 2024 - READING AND PUBLIC HEARING - RESOLUTION R-24-4992**12. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, November 15, 2024*, by 5:00 p.m.

Christine Loven, TRMC
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 817.503.1130, and reasonable accommodations will be made to assist you.



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number WS-1

Agenda Date 11/19/2024

Type Worksession

Department City Manager

Title

Discussion and update on the SH26 Turnback Program

Explanation

City Manager Jerry Ducay will provide a presentation regarding the SH26 Turnback Program.

Attachments



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number WS-2	Agenda Date 11/19/2024
Type Worksession	
Department City Secretary	

Title
Discussion of the November 19, 2024, City Council regular agenda items



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 1

Agenda Date 11/19/2024

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-24-4989

**A RESOLUTION APPROVING COUNCIL ACTION REGARDING
EXECUTIVE SESSION ITEMS AT THE REGULAR CITY COUNCIL
MEETING OF NOVEMBER 19, 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 19TH DAY OF NOVEMBER 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
City Secretary, TRMC

Bobby Lindamood
Mayor



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 3

Agenda Date 11/19/2024

Type Announcements, Proclamations, and Presentations

Department City Secretary

Title

Small Business Saturday Proclamation - Mayor Bobby Lindamood

Attachments

RESOLUTION R-24-4990

APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 19, 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 November 6, 2024
 - b. Approval of an Interlocal Agreement and funding of the Metroport Teen Court Program
 - c. Approval of the Police Department body camera and in car video replacement agreement with Motorola, in an amount not to exceed \$415,000, and authorizing the City Manager to execute the agreement
 - d. Changing the regularly scheduled 2025 City Council Meeting of Tuesday, January 21, to Wednesday, January 22, Tuesday, March 18, to Tuesday, March 11, Tuesday, May 20, to Tuesday, May 13, Tuesday, September 2, to Wednesday, September 3, Tuesday, October 7, to Wednesday, October 8, and Tuesday, November 4, to Wednesday, November 5, 2025, to accommodate holidays when the City is closed, GCISD Spring Break, National Night Out, and Election Day
 - e. Appointing members to the Colleyville Economic Development Corporation, Library Board, Metroport Teen Court Advisory Board, Planning and Zoning Commission, and the Zoning Board of Adjustment/Sign Board of Appeals

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 19TH DAY OF NOVEMBER 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	Bobby Lindamood
City Secretary, TRMC	Mayor



CITY OF COLLEYVILLE CITY COUNCIL MINUTES

100 Main Street, Colleyville, Texas, 76034

WEDNESDAY, NOVEMBER 6, 2024

Mayor Bobby Lindamood called the Colleyville City Council Worksession to order on Wednesday, November 6, 2024, at 5:30 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 Mark Wood, Assistant City Manager Adrienne Lothery, Police Chief Michael Miller, Fire Chief Mark Cantrell, Community Development Director Ben Bryner, Public Works Director Amber Beard, City Attorney Nicole Corr, and City Secretary Christine Loven.

WS-1 CWD Annual Update

Robert Medigovich, CWD Municipal Coordinator introduced CWD General Manager Paul Hansen and provided an annual review of services CWD has provided to the City. He also reviewed the statistics for garbage, recycle, and leaf collection. Mr. Medigovich stated CWD has 57 collection vehicles on order, which are expected to arrive by the end of 2025, and they have invested in new software to increase functionality in route optimization, provides a customer portal, and has mobile in-cab routing technology.

To conclude the presentation Mr. Medigovich presented Mayor Lindamood with Recycling Alliance 2024 Regional Superstar award for innovative organics Diversion for the City's leaf pickup program.

The City Council thanked CWD for their service and for the award.

WS-2 Review 2025 City Council Meeting Dates

City Secretary Christine Loven presented the 2025 City Council meeting dates and discussed possible conflicts with holidays, National Night Out, and Election Day. Following discussion and review, the Council directed staff to bring forward a resolution with the date changes at the next meeting.

WS-3 Recreation Center Update

Assistant City Manager Mark Wood reviewed the Recreation Center expansion plans, reiterating the May 2024 referendum question, which was approved by 74%

of the voters, the drawings for the Recreation Center expansion with the Council's chosen option, and discussed the comments from the open meeting, which was conducted in October. Assistant Manager Wood noted residents who live adjacent to the Recreation Center do not want the masonry wall, and are in favor of the expansion. He noted some comments included making sure the expansion was built big enough.

City Council discussed the size of the expansion, areas which could be improved and expanded, and costs. City Council directed staff to meet with the consultant to see if there were adjustments which could be made. City Council also indicated they were in favor of the full expansion with the expectation the bond election would be called for \$20 million.

WS-4 Discussion of the November 6, 2024, City Council regular agenda items

There was no discussion of this item.

Mayor Lindamood adjourned the Worksession at 6:22 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 regarding litigation matters

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 7:12 p.m.

Mayor Lindamood called the regular meeting of the City Council to order at 7:20 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: Rabbi Cantor Judy Greenfeld, 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-24-4981

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-24-4982

- 4a** Approval of the minutes of the regular City Council meeting of October 15, 2024
- 4b** Approval of the FY25 City of Colleyville and Colleyville Chamber of Commerce Agreement
- 4c** Approval of the proposal by Digital Resources, Inc., a TIPS approved vendor, for the final phase of the Colleyville Center Technology Upgrades project, in an amount not to exceed \$107,333, which includes a \$4,000 contingency, and authorizing the City Manager to execute the contract
- 4d** Approval to purchase a replacement Ditch Witch HX50A Vacuum Excavator from The Charles Machine Works, Inc., Ditch Witch Division, through the Sourcwell Purchasing Program in an amount not to exceed \$128,563.08, and authorizing the City Manager to execute the contract
- 4e** Approval of a Professional Services Agreement with CSRS, LLC, in an amount not to exceed \$109,288.76, for the design of the Heritage Avenue Right Turn Lane Extension Project, and authorizing the City Manager to execute the agreement

Mayor Lindamood read Resolution R-24-4982 in its entirety.

Councilmember Mark Alphonso recused himself from deliberation as he serves on the Board for the Colleyville Chamber of Commerce.

Economic Development/Colleyville Center and Business Center Manager Chelsea Rose presented item 4b and 4c.

Public Works Director Amber Beard presented items 4d and 4e.

Mayor Lindamood opened the public hearing.

Kathy Hadley, 204 Timberline Drive N., questioned the need and cost of the Vacuum Excavator. 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-24-4982, seconded by Mayor Pro Tem Elder.

The motion was approved by the following vote:

Ayes: 6 – Mayor Lindamood, Mayor Pro Tem Elder, Deputy Mayor Pro Tem Richardson, and Councilmembers Ben Graves, Kimberly Holt Gunderson, and Tim Raine.

Abstain: 1 – Councilmember Mark Alphonso

5. ORDINANCE(S): FIRST READING AND PUBLIC HEARING

5a Ordinance O-24-2302

Consideration of a Special Use Permit for a residential carport on Lot 27, Block 2, Woodbriar Estates West Addition, being located at 3412 San Bar Lane, Case ZC24-015

Mayor Lindamood read the caption of Ordinance O-24-2302.

Community Development Director Ben Bryner reviewed the Land Development Code carport regulations and presented the SUP request. He noted the request is to allow a 414 square foot carport to remain on the property, although it was built without a building permit or the required SUP. Director Bryner stated the structure does not currently comply with the material standards, but the applicant has committed to bringing the carport into compliance and has provided updated plans showing the required masonry and cedar posts.

There was general discussion regarding how the new carport regulations, if approved, would impact this SUP.

Gayle Biemeret, representing Tarrant Roofing, the applicant, advised the City Council the Tarrant Roofing sales associate was not aware a permit was required to construct the carport and when she was advised of the construction without a permit, she immediately contacted the City. Ms. Biemeret also stated she has

spoken with City personnel to determine how the carport may be brought into compliance.

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

This was a first reading with no action taken.

5b Ordinance O-24-2303

Consideration of a Special Use Permit to allow for Package Store Sales – Off-premises Consumption on Lot 1, Block 1, Towne Square Addition, being located at 5600 Colleyville Boulevard, Suite G, Case ZC24-016

Mayor Lindamood read the caption of Ordinance O-24-2303.

Community Development Director Ben Bryner presented the SUP request for package store sales, off premise consumption.

City Council discussed writing into the ordinance there be no outside sales of merchandise, no signs on the windows, and no sale of tobacco or tobacco products. The City Council stated they would like the look of the business signage to be improved.

Andrew Sissney, business representative, came forward at City Council's request to discuss options. Mr. Sissney stated the design of the sign is negotiable and he will work with staff to understand what will be approved. He also stated there was no concern with writing into the ordinance there be no outside sales of merchandise, no signs on the windows, and no sale of tobacco or tobacco products.

In responding to questions of the City Council, Mr. Sissney stated the business hours of operation will be Monday through Saturday, 10:00 a.m. to 9:00 p.m. He also stated there are currently a total of four Liquor Depot stores in the Metroplex, two in Plano, and one in both Little Elm, and Highland Village. The City Council requested Mr. Sissney provide photos of one of the four store and a new business sign design before the next meeting.

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

This was a first reading with no action taken.

5c Ordinance O-24-2304

Consideration of a Special Use Permit for a residential carport on Lot 2, Block 1, Arbor Estates II Addition, being located at 5503 Sycamore Drive, Case ZC24-018

Mayor Lindamood read the caption of Ordinance O-24-2304

Community Development Director Ben Bryner reviewed the Land Development Code and the applicants requested and stated a super majority vote would be required.

Mayor Lindamood opened the public hearing.

Speaking in opposition was Janet Suedmeier, 2301 Mulberry Court.

Speaking in neither support nor opposition was Ron Schneider, 2307 Poplar Lane.

Speaking in support was applicant Scott Hall, 5503 Sycamore Drive.

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

Mayor Lindamood addressed concerns expressed by the speakers regarding applications for SUPs and HOA regulations.

This was a first reading with no action taken.

5d Ordinance O-24-2305

Appeal of decision of denial of the Planning and Zoning Commission for a consideration of a Special Use Permit to allow for Massage Therapy on Lot 3R1, Block 1, Andy Felps Addition, being located at 3919 Colleyville Boulevard, Suite C, Case ZC24-017

This Ordinance was withdrawn by the applicant.

5e Ordinance O-24-2306

Consideration of amendments to the Land Development Code, Section 3.27 - Accessory Buildings and Residential Carport Regulations, Case GC24-011

Mayor Lindamood read the caption of Ordinance O-24-2306.

Community Development Director Ben Bryner presented this item. City Council discussed several scenarios and how the regulations would apply. City Council directed staff to continue to research the amendments and suggested this item be brought forward at a later date.

This Ordinance was withdrawn by the City Council.

6. RESOLUTION(S): READING AND PUBLIC HEARING**6a Resolution R-24-4983**

Consideration of a replat for Lots 1, 2, and 3, Block 1, Fegan Addition, being located at 6001 Pleasant Run Road, Case PC24-006

Mayor Lindamood read Resolution R-24-4983 in its entirety.

Community Development Director Ben Bryner presented the replat request and stated the proposed replat would create two new single-family lots with a remaining lot for church use.

There was discussion of the location of sidewalks.

Mayor Lindamood opened the public hearing.

Kathy Hadley, 204 Timberline Drive N, provided a history of the church property and the church building.

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

Councilmember Alphonso made a motion to approve Resolution R-24-4983, seconded by Councilmember Raine.

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.

6b Resolution R-24-4984

Consideration of a replat for Lot 1R, Block 1, Village Court Addition, being located at 5201 and 5217 Pleasant Run Road, Case PC24-008

Mayor Lindamood read Resolution R-24-4984 in its entirety.

Community Development Director Ben Bryner presented the request to combine the two lots into one single residential lot and allow for the development of a new single-family home.

Mayor Lindamood opened the public hearing.

Sayed Syed, 6705 Sapphire Circle N., spoke regarding parking along the south side of the property.

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

Mayor Lindamood made a motion to approve Resolution R-24-4984, seconded by Councilmember Graves.

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.

6c Resolution R-24-4985

Consideration of a resolution for the abandonment of right-of-way for Lot 1, Block 1, 5520 Colleyville Addition

Mayor Lindamood read Resolution R-24-4985 in its entirety.

Community Development Director Ben Bryner presented the abandonment case and noted a following resolution will be considered for a replat if City Council approves the abandonment.

City Council discussed the property and noted the right-of way area is a remnant of the alignment of Church Street. City Manager Jerry Ducay stated the City should be compensated for the abandonment, as the applicant will include the property into the existing bank lot at replat. Manager Ducay stated there is 4,369 square feet and at \$4.50 per square foot, the property would be worth \$19,660.50.

Mayor Lindamood asked the applicant to come forward. Ray Ojenski, Keller Hart Firm, representing the applicant, came forward. Mayor Lindamood asked if Benchmark would be willing to compensate the City. Mr. Ojenski stated he did not have the authority to answer the question, but will take the question to them.

Mayor Lindamood made a motion to table Resolution R-24-4985 and Resolution R-24-4982, seconded by Mayor Pro Tem Brandi Elder.

The motion to table 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.

6d Resolution R-24-4986

Consideration of a replat for Lot 1, Block 1, 5520 Colleyville Addition, being located at 5520 Colleyville Boulevard, Case PC24-009

This resolution was tabled in conjunction with Resolution R-24-4985.

6e Resolution R-24-4987

A resolution re-establishing the responsibilities, terms, and membership, of the Colleyville Tree Board as created and amended by Ordinance O-98-1130, Ordinance O-09-1707, and Ordinance O-19-2078, and appointing members

Mayor Lindamood read Resolution R-24-4987 in its entirety.

The resolution reviewed the responsibilities, terms, and membership of the Colleyville Tree Board and appointed Deputy Mayor Pro Tem Scotty Richardson and Kris Potts, City staff arborist, to a term to November 2027; and John Hillenbrand, Parks and Recreation Advisory Board and Tom Morr, Citizen member at large, to a term to November 2026.

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

Councilmember Graves made a motion to approve Resolution R-24-4987, 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.

7. CITIZEN COMMENTS

Kathy Hadley, 204 Timberline Drive N, and Sayeda Syed, 6705 Sapphire Circle N.

8. REPORTS

Colleyville Library Board Minutes - August 12, 2024

Planning and Zoning Commission Minutes - September 9, 2024

Planning and Zoning Commission Worksession Minutes - September 23, 2024

There was no discussion of this item.

9. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR WEDNESDAY, NOVEMBER 6, 2024 - READING AND PUBLIC HEARING - RESOLUTION R-24-4988

This resolution was not needed.

10. ADJOURNMENT

There being no further business before the City Council, Mayor Lindamood adjourned the meeting without objection by the City Council at 9:24 p.m.

APPROVED BY A VOTE OF AYES, NAYS, ON THIS THE 19TH DAY OF NOVEMBER 2024.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 4b

Agenda Date 11/19/2024

Number Resolution R-24-4990

Type Resolution

Department Municipal Court

Title

Approval of an Interlocal Agreement and funding for the Metroport Teen Court Program

Explanation

Reading and Public Hearing

Since 1994, the City of Colleyville has participated in the Metroport Teen Court program with the cities of Grapevine and Southlake. Fiscal Year 2011 was the first year the City of Keller participated in the program.

Attached is the proposed Interlocal Agreement for the Metroport Teen Court for Fiscal Year 2025, for an annual cost of \$36,000. The cost of the program is split equally between the four participating cities.

Per the attached memo, in Fiscal Year 2024, there were 44 Colleyville referrals to Metroport Teen Court program, down from 69 in FY2023.

Approval will provide for the City's continuation in the Metroport Teen Court program.

Financial Impact

Funding in the amount of \$33,000 was approved in the Fiscal Year 2025 Colleyville Crime Control and Prevention District budget. The remaining \$3,000 is funded out of the Court Building Security Fund for bailiff security services provided during teen court sessions.

Recommendation

Approve

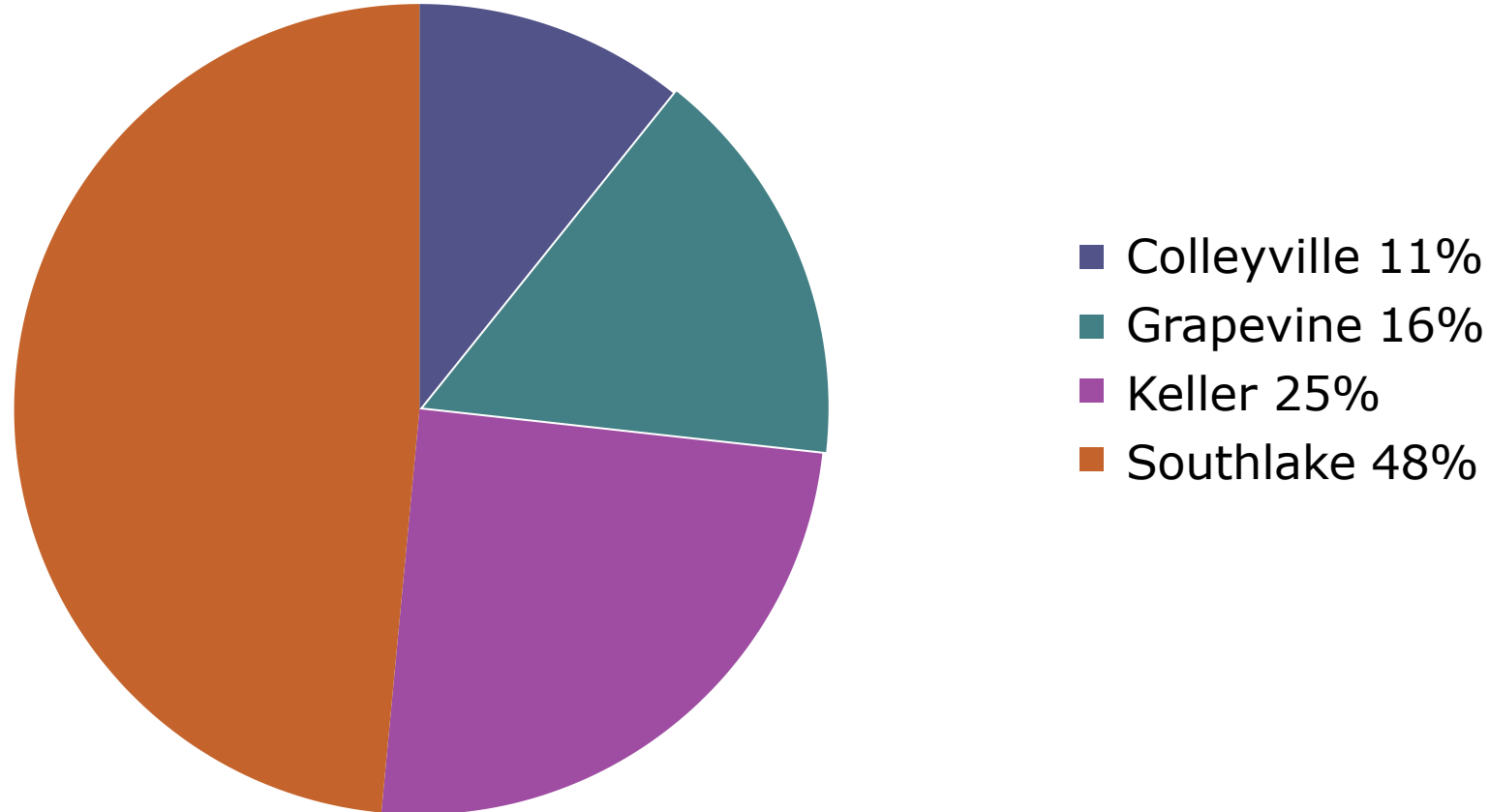
Attachments

1. Metroport Teen Court Presentation
2. Colleyville Interlocal Agreement Memo FY25
3. FY25 Metroport Teen Court Interlocal Agreement

Types of Offenses (FY 2024)

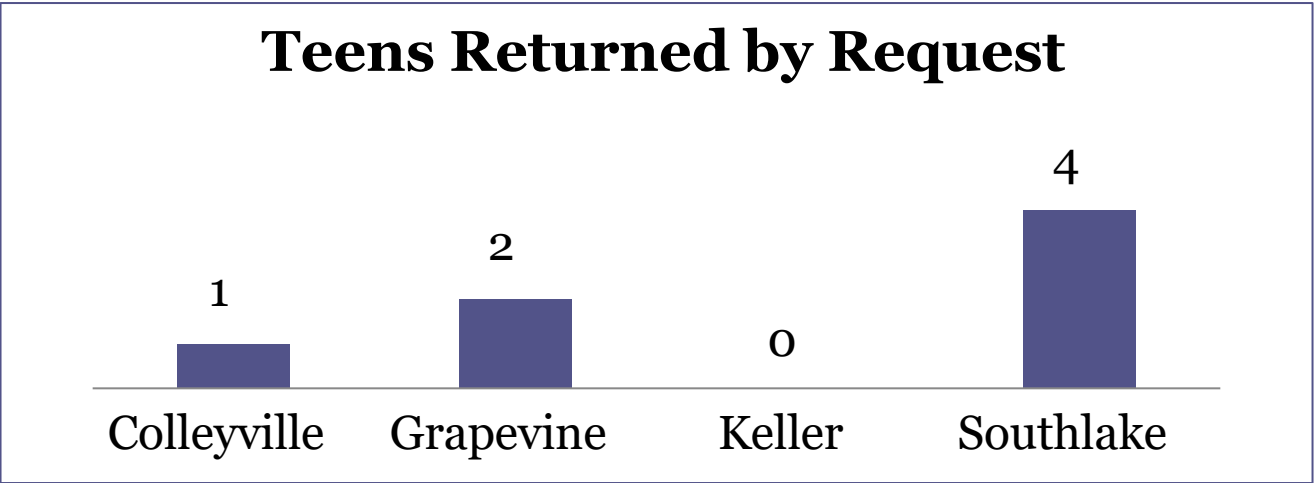
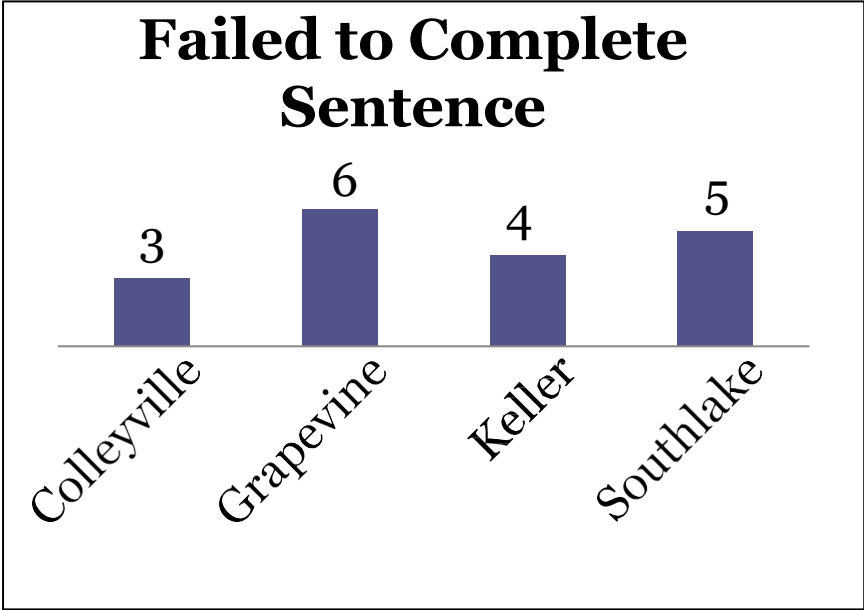
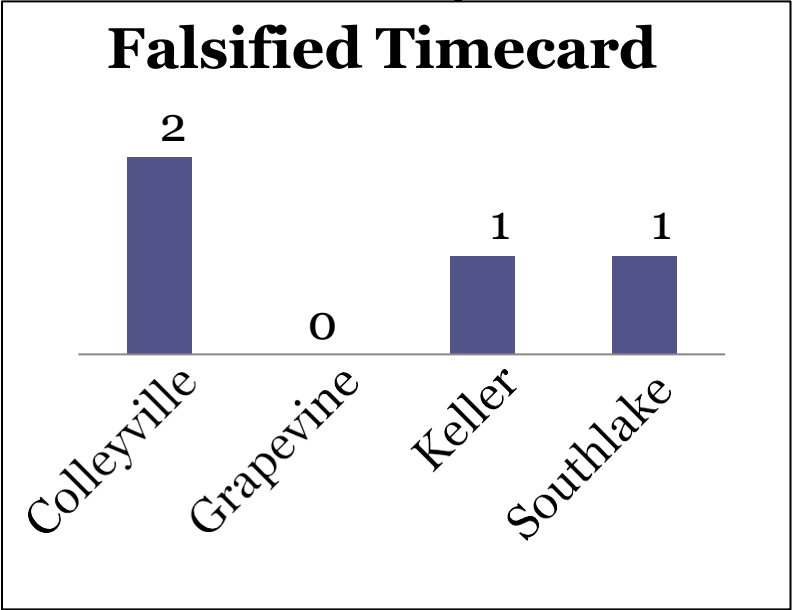
Type	Number	Percentage
Traffic violations	300	75%
Non-traffic violations	18	4%
Drug Paraphernalia	11	3%
Alcohol	18	5%
Tobacco	14	3%
No Driver's License	20	5%
Theft	19	5%
TOTALS	400	100%

Referrals per city (Percentages) FY2024



These numbers reflect the total number of referrals filed in the cities of Colleyville, Keller, Grapevine, and Southlake that were granted Teen Court.

Failures to Complete – FY 2024



Completions – Yearly Success Rate

Failures and Returns – 25 cases
Total referrals – 400

93.75 % Completion Rate for FY 2024
...Our Highest Yet!



MEMORANDUM

October 1, 2024

FROM: Dana Kirkland, Metroport Teen Court Supervisor

SUBJECT: Interlocal Agreement for funding of the Teen Court Program

The attached FY 2025 Interlocal Agreement outlines the Metroport Teen Court Program, as well as the appointment process for the Metroport Teen Court Advisory Board. The City of Southlake is grateful for Colleyville's contribution of \$36,000 and its continued support of the Metroport Teen Court program. The agreement defines the duties of Board members and authorizes the City of Southlake to employ Teen Court staff. Also discussed in the contract is the City of Southlake's responsibility to provide office space for staff and collect an equal share in cost from the other participating Cities for program maintenance.

Metroport Teen Court has a success rate of 94%. Listed below is the requested data of Teen Court referrals for the City of Colleyville:

- FY 2024: 44 Case Referrals from the City of Colleyville
- FY 2024: 400 Total Referrals for the cities of Colleyville, Grapevine, Keller, and Southlake

Historical Data of Metroport/Colleyville Referrals:

<u>Year</u>	<u>Total Referrals</u>	<u>Colleyville Referrals</u>
FY 2010	1064	255
FY 2011	1024	187
FY 2012	1062	215
FY 2013	914	119
FY 2014	773	107
FY 2015	760	117
FY 2016	761	118
FY 2017	717	80
FY 2018	638	87
FY 2019	550	74
FY 2020	481	73
FY 2021	386	55
FY 2022	499	117
FY 2023	437	69

Metroport Teen Court would like to thank the City of Colleyville for its long-standing and continued support and look forward to a lasting relationship. Should you need any further information and/or data, please feel free to contact Dana Kirkland at (817) 748-8346.

INTERLOCAL AGREEMENT

AMONG

CITY OF COLLEYVILLE, CITY OF GRAPEVINE, CITY OF KELLER, AND CITY OF SOUTHLAKE

This Interlocal Agreement (“Agreement”), entered into effective on the 1st day of October, 2024, by and among the City of Colleyville, the City of Grapevine, City of Keller, and the City of Southlake, all municipal corporations of the State of Texas (herein called “Cities” or “each participating City”), the parties acting herein under the authority and pursuant to the terms of Chapter 791, INTERLOCAL COOPERATION CONTRACTS, Texas Government Code, **WITNESSETH THAT:**

WHEREAS, the City Councils of the Cities of Colleyville, Grapevine, Keller, and Southlake jointly find that it will be in the publics’ best interest to enter into this Agreement for the purposes set forth herein below.

NOW, THEREFORE, it is mutually agreed between each participating City that:

1. Teen Court is a volunteer program which allows juvenile misdemeanor offenders an alternative to the criminal justice system while allowing them also to assume responsibility for their own actions through their involvement in the judicial process and community services in order that their offenses will not be recorded as a conviction on their driving record. Bringing juvenile offenders to a jury of their peers and to the community for constructive punishment will provide the juveniles with an understanding of the judicial system and a realization of their roles and responsibilities in the community.

2. The community will benefit from this interaction in that, through Teen Court, the community is afforded a unique opportunity to become involved in the education of juvenile offenders and will benefit from the community services provided to the community by the juvenile offenders.

3. A Teen Court Advisory Board shall be appointed by the respective governing bodies comprised of two (2) members at large from each participating City and one (1) city council member from each participating City as each so chooses all of whom are voting members. The

role and duties of the Teen Court Advisory Board shall be established by the Municipal Court Judges in the participating Cities.

4. The name of the program established by this Agreement shall be the “METROPORT Teen Court Program.” The City of Southlake shall employ teen court staff to administer and coordinate the activities of the METROPORT Teen Court Program, under the direction of the Southlake Municipal Court Manager.

5. This Agreement shall be executed in separate counterparts for each participating city, which counterparts shall be valid and binding as if the original. Each participating city, as its contribution for participating in the METROPORT Teen Court Program, shall pay to the City of Southlake \$36,000.00 (“Service Fee”) upon such participating City’s execution of this Agreement. It is expressly agreed that such payment fairly compensates the City of Southlake for the performance of services contemplated under this Agreement. Each participating City shall make this payment from current revenues available to that City.

6. The scope of responsibilities of the Teen Court Staff shall be established by the City of Southlake.

7. The term of this Agreement shall be for a period of (12) twelve months beginning October 1, 2024, and ending September 30, 2025. If the parties have failed to adopt a new Agreement by the expiration date of this Agreement, this Agreement shall be deemed to continue on the same terms and conditions until such time as the new Agreement is adopted for the ensuing year, unless any party terminates its participation in this Agreement as provided below. In such event, this Agreement shall continue in effect until either the City of Southlake or all other participating Cities have terminated this Agreement. Upon renewal or continuation of this Agreement, each participating City shall pay the Service Fee to the City of Southlake for the ensuing year.

8. Any party hereto may terminate its participation in this Agreement without recourse or liability upon thirty (30) days written notice to the other party.

9. By execution of this Agreement, each party represents to the other that:

- a. In performing its duties and obligations hereunder, it will be carrying out one or more

governmental functions or services which it is authorized to perform; and

- b. The undersigned officer or agent of the party has been properly authorized by that party's governing body to execute this Agreement and that any necessary resolutions extending such authority have been duly passed and are now in effect.

- 11. This Agreement is made pursuant to Chapter 791 and Subchapter E, Chapter 418, Texas Government Code. It is agreed that in the execution of this Agreement, no party waives any immunity or defense that would otherwise be available to it, against claims arising from the exercise of governmental powers and functions.

ATTEST:

City Secretary, City of Colleyville

Date

Mayor, City of Colleyville

Date

City Secretary, City of Grapevine

Date

Mayor, City of Grapevine

Date

City Secretary, City of Keller

Date

Mayor, City of Keller

Date

City Secretary, City of Southlake

Date

Mayor, City of Southlake

Date

Approved as to form and legality:

City Attorney, City of Colleyville

City Attorney, City of Grapevine

City Attorney, City of Keller

City Attorney, City of Southlake



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 4c

Agenda Date 11/19/2024

Number Resolution R-24-4990

Type Resolution

Department Police

Title

Approval of the Police Department body camera and in- car video replacement agreement with Motorola Solutions, in an amount not to exceed \$415,000, and authorizing the City Manager to execute the agreement

Explanation

Reading and Public Hearing

This item seeks approval to enter into a five-year agreement with Motorola Solutions, a TX DIR vendor, for the replacement of the Police Department's in-car video system, body-worn cameras (BWC), and server. The current server, which stores the data from the BWC's and video systems is past it's life expectancy which was July 2023, and is no longer serviceable. The BWC's will reach end of life and will no longer be supported as of December 31, 2024.

If approved, the agreement provides for 54 new BWCs and 22 new in-car video systems for all patrol vehicles. The server would be replaced with a cloud-based solution, which is CJIS compliant and uploads directly to the cloud. The agreement provides for new Cradlepoint data devices for all vehicles, which will lower costs for ISM projects and allows continued use of current interview room cameras. Additionally, all in-car videos function as license plate readers and everything integrates with existing Vigilant LPRs.

Total cost of the five-year agreement is \$415,000, paid out over five-years:

- Year 1 - \$29,704 (Budgeted in this FY25 fleet budget)
- Years 2-5 - \$96,324 (Budgeted for in the CIP at \$100k/year)

Financial Impact

The total cost of \$415,000 will be managed over five years and is budgeted.

Recommendation

Approve

Attachments

1. Motorola Solutions Proposal

Billing Address:
COLLEYVILLE, CITY OF
5201 RIVERWALK
COLLEYVILLE, TX 76034
US

Shipping Address:
COLLEYVILLE, CITY OF
5201 RIVERWALK
COLLEYVILLE, TX 76034
US

Quote Date:04/12/2024
Expiration Date:01/12/2025
Quote Created By:
Jonathan Castilaw
MR Account Executive
jonathancastilaw@callmc.com
469-263-5292

End Customer:
COLLEYVILLE, CITY OF
Chuck Tinsman
ctinsman@colleyville.com
817-503-1223

Contract: HGAC (TX)-RA05-21

This quote / order includes the existing six 4RE's interview rooms will be reconfigured and pointed to the cloud at Colleyville PD's interview room and Keller's interview room. The ones at Keller PD are owned by Colleyville PD and will offload to the Colleyville cloud instance.

Should Colleyville PD choose to not renew another VaaS order or contract with Motorola Mobile Video at the 5 year mark of this VaaS order, Colleyville PD will be allowed access to previous data on the cloud server. They will be allowed access to any cloud data they have uploaded for a one-year period after the VaaS contract ends at the end of the 5th year. This one-year period start date will begin on the day of the 5 year contract expiration date.

Line #	Item Number	APC	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
Video as a Service									
1	AAS-M5-3CAM-BWC	0894	M500 3-CAMERA IN-CAR SYSTEM WITH BODY WORN CAMERA AND VIDEO MANAGER EL CLOUD- 5 YEARS VIDEO-AS-A-SERVICE	22	5 YEAR	\$15,600.00	\$15,600.00	\$343,200.00	
2	AAS-BWC-XFS-DOC	0894	V300/V700 TRANSFER STATION - VIDEO-AS-A-SERVICE	1	5 YEAR	\$1,800.00	\$1,800.00	\$1,800.00	
3	PSV00S03898A	0914	ON-SITE DEPLOYMENT, CONFIGURATION AND PROJECT MANAGEMENT	1		\$20,000.00	\$50,000.00	\$50,000.00	



Line #	Item Number	APC	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
4	SSV00S01450B	0217	LEARNER LXP SUBSCRIPTION*	54	5 YEAR	\$0.00	\$0.00	\$0.00	
5	WGC02001-VAAS	0897	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER BODY WORN CAMERA VAAS*	22	5 YEAR	Included	Included	Included	
6	WGC02002-VAAS	0897	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER IN-CAR VIDEO SYSTEM WITH 2 CAMERAS VAAS*	22	5 YEAR	Included	Included	Included	
7	WGC02003-VAAS	0897	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE FOR IN-CAR VIDEO SYSTEM PER ADDITIONAL CAMERA VAAS*	22	5 YEAR	Included	Included	Included	
8	WGB-0741A	0894	V700 BODY WORN CAMERA FIRSTNET READY	22		Included	Included	Included	3 YEAR
9	LSV07S03512A	0898	ESSENTIAL SERVICE WITH ACCIDENTAL DAMAGE AND ADVANCED REPLACEMENT	22	5 YEAR	Included	Included	Included	
10	SWV07S03593A	0897	SOFTWARE ENHANCEMENTS	22	5 YEAR	Included	Included	Included	
11	WGP02798-KIT	0894	V700 MAGNETIC MOUNT WITH BWC BOX	22		Included	Included	Included	
12	WGB-0138AAS	0894	TRANSFER STATION, 8 SLOTS, FOR V300/ V700 VAAS	2		Included	Included	Included	
13	WGB-0708A	0899	M500 ICV SYSTEM W/ RCAM V300 WIFI DCK,SPS*	22		Included	Included	Included	
14	WGW00502	0898	M500 EXTENDED WARRANTY	22	5 YEAR	Included	Included	Included	



Line #	Item Number	APC	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
15	WGB-0189A	0894	MTIK CONF KIT,802.11AC,M500POE,5GHZANT	22		Included	Included	Included	
16	WGP01394-001	0899	4RE/M500 RADIO ANTENNA CABLE, 17FT	22		Included	Included	Included	
17	WGP02950	0894	V700 BATTERY, 3.8V, 4180MAH, REMOVABLE	22		\$137.50	\$0.00	\$0.00	
18	WGW00166-100	0914	EL4 TO VIDEOMANAGER EL DATA MIGRATION SERVICE, PER TB OF DATA	30		\$483.33	\$0.00	\$0.00	
19	WGA00640-KIT1	0894	V300/V700, DESKTOP USB DOCK CHGR/ UPLD KIT	54		\$250.00	\$0.00	\$0.00	
20	WGW00119	0914	VIDEO SYSTEM REMOVAL (PER UNIT CHARGE)	21		\$125.00	\$150.00	\$3,150.00	
21	WGW00121	0914	IN-CAR SYSTEM INSTALLATION (PER UNIT CHARGE)	21		\$812.50	\$650.00	\$13,650.00	
Video as a Service									
22	AAS-BWC-5YR-001	0894	BODY WORN CAMERA AND VIDEO MANAGER EL CLOUD - 5 YEARS VIDEO-AS-A-SERVICE	33	5 YEAR	\$4,140.00	\$4,140.00	\$136,620.00	
23	WGC02001-VAAS	0897	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER BODY WORN CAMERA VAAS*	33	5 YEAR	Included	Included	Included	
24	WGB-0741A	0894	V700 BODY WORN CAMERA FIRSTNET READY	33		Included	Included	Included	3 YEAR
25	LSV07S03512A	0898	ESSENTIAL SERVICE WITH ACCIDENTAL DAMAGE AND ADVANCED REPLACEMENT	33	5 YEAR	Included	Included	Included	
26	SWV07S03593A	0897	SOFTWARE ENHANCEMENTS	33	5 YEAR	Included	Included	Included	



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	APC	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
27	WGP02798-KIT	0894	V700 MAGNETIC MOUNT WITH BWC BOX	33		Included	Included	Included	
28	WGB-0138AAS	0894	TRANSFER STATION, 8 SLOTS, FOR V300/ V700 VAAS	1		Included	Included	Included	
29	WGP02950	0894	V700 BATTERY, 3.8V, 4180MAH, REMOVABLE	33		\$137.50	\$0.00	\$0.00	
Vigilant									
30	DDN3420A	0669	BASIC REMOTE SUPPORT FOR WG LPR LICENSE	1		\$500.00	\$0.00	\$0.00	
31	DDN3421A	0693	5 Years of LPR Service on M500s	22		\$516.00	\$0.00	\$0.00	
32	WGB-0190A	0899	HIFI MIC MUTABLE KIT W BKTS, CAT5 CABLE	54		\$450.00	\$0.00	\$0.00	
33	WGP20080	0894	HOLSTER TRIGGER SENSOR, PRIMER, USBCABLE	55		\$325.00	\$0.00	\$0.00	
34	WGW200702	0894	YARDAM HOLSTER TRIGGER 2YRS EXT WARRANTY	55		\$75.00	\$0.00	\$0.00	
35	WGA00359-200	0899	CRADLE, HI-FI MICROPHONE, DESKTOP	54		\$123.75	\$0.00	\$0.00	
36	WGP02560-KIT2	0894	VIDEO EQUIPMENT,V300 VEHICLE TRIGGER KIT, WIFI BASE, SPS	2		\$993.75	\$0.00	\$0.00	
Product Services									
37	LSV01Q00387A	9939	ASTRO TECHNICAL ASSISTANCE Cradle Point R920 QTY22 5-Yr Net Cloud Mobile Essentials Plan Mobile Mark, Black, Shark Fin style antenna	22		\$1,985.64	\$1,985.64	\$43,684.08	
Product Services									
38	LSV00Q00203A	9941	DEVICE INSTALLATION Cradle	22		\$285.71	\$285.71	\$6,285.62	



Line #	Item Number	APC	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
			Point R920 installation services						
39	WGA184	0899	RADARINTERFACECAB LEFORSTALKERY- CABLE10'	22		\$93.75	\$0.00	\$0.00	
40	Incentive		Expiration Date: 12/31/2024	1		- \$155,000.00	- \$155,000.00	- \$155,000.00	
41	Incentive		Expiration Date: 12/31/2024	1		-\$28,389.70	-\$28,389.70	-\$28,389.70	
Subtotal								\$675,724.10	
Total Discount Amount								\$260,724.10	
Grand Total							\$415,000.00(USD)		

DRAFT



Pricing Summary

	Sale Price
Upfront Costs for Hardware, Accessories and Implementation (if applicable)	\$29,704.00
Year 2 Subscription Fee	\$96,324.00
Year 3 Subscription Fee	\$96,324.00
Year 4 Subscription Fee	\$96,324.00
Year 5 Subscription Fee	\$96,324.00
Grand Total System Price (Inclusive of Upfront and Annual Costs)	\$415,000.00

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.

DRAFT



M500 IN-CAR VIDEO SYSTEM LICENSE PLATE RECOGNITION (LPR) – SOLUTION DESCRIPTION

DESCRIPTION

Safety is your primary concern. You have to ensure that every officer has the best possible information before engaging with a suspect. And a vehicle's license plate can unlock critical data to inform your response to a situation.

The M500 in-car video system has powerful License Plate Recognition (LPR) capabilities, and is carefully integrated with our market-leading Vigilant LEARN LPR platform. The M500's 120-degree 4K front camera can capture license plate and vehicle make/model information in up to three lanes of traffic simultaneously, while moving at up to 70mph. The process is completely automated, with no requirement for interaction with the camera or software. Officers can concentrate on other important tasks, while the M500 continuously scans its environment.

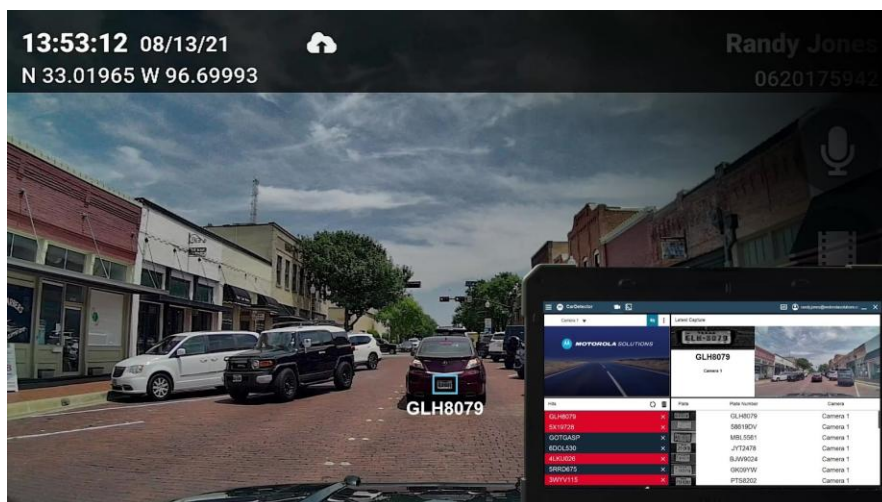
DETAILS

The M500 in-car video system is designed around a high-power processing core optimized for AI applications such as LPR. Using a high-accuracy OCR algorithm, the 4K front camera sensor can capture multiple license plates moving at normal highway speeds from up to 40 feet away.

The M500 is not recommended for high-speed (>70 mph), long-range or high-throughput LPR applications, or where target vehicles will not be visible through the front windshield. For these situations we offer our L5M purpose-designed mobile LPR camera.

The M500 system connects to CarDetector Mobile (CDM) software running on your in-car Mobile Data Terminal (MDT). CDM gives officers a convenient dashboard, showing the video stream(s), recently-captured license plates and recent "hits". It can be configured to give visible and audible alerts whenever a plate matches an entry on a hotlist. Hotlists can be agency-owned or shared.

You also have access to the market-leading Vigilant PlateSearch application, for analysis of LPR data captured by agency cameras. Optionally, you can extend this to include LPR data from neighboring agencies and commercial customers.





CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 4d

Agenda Date 11/19/2024

Number Resolution R-24-4990

Type Resolution

Department City Secretary

Title

Changing the regularly scheduled 2025 City Council Meeting of Tuesday, January 21, to Wednesday, January 22, Tuesday, March 18, to Tuesday, March 11, Tuesday, May 20, to Tuesday, May 13, Tuesday, September 2, to Wednesday, September 3, Tuesday, October 7, to Wednesday, October 8, and Tuesday, November 4, to Wednesday, November 5, 2025, to accommodate holidays when the City is closed, GCISD Spring Break, National Night Out, and Election Day

Explanation

Reading and Public Hearing

At the November 6, 2024 City Council Worksession, staff presented the annual 2025 calendar and discussed with Council, the holidays and events which would potentially conflict with the regular 2025 City Council Meeting dates.

At City Council direction, approval of this item will change the 2025 City Council Meeting dates as follows: Tuesday, January 21, to Wednesday, January 22, Tuesday, March 18, to Tuesday, March 11, Tuesday, May 20, to Tuesday, May 13, Tuesday, September 2, to Wednesday, September 3, Tuesday, October 7, to Wednesday, October 8, and Tuesday, November 4, to Wednesday, November 5, 2025, to accommodate holidays when the City is closed, GCISD Spring Break, National Night Out, and Election Day.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 4e

Agenda Date 11/19/2024

Number Resolution R-24-4990

Type Resolution

Department City Secretary

Title

Appointing members to the Colleyville Economic Development Corporation, Library Board, Metroport Teen Court Advisory Board, Planning and Zoning Commission, and the Zoning Board of Adjustment/Sign Board of Appeals

Explanation

Reading and Public Hearing

The following Boards, Commissions, and Committees have terms expiring November 2024. Staff notified members with expiring terms and advertised the application period. The rosters for each are attached.

CEDC Expiring Terms	CEDC Applicants
Vacant, Unexpired Term - Councilmember	Brandon Arnold
Ralph Hunkins	Christopher Carr
John Terhoeve	David Huff
George Dodson	George Dodson
	Jeff Kamprath
	John Terhoeve
	Michael Springer
	Ralph Hunkins
	Roger Ihne
	Simon Shewmaker
	Sayed Syed

Library Board Expiring Terms	Library Board Applicants
Gary McPherson, Place 2	Al Cain
Molly Skinner, Place 4	Darrell Brown
Joan Roberts, Place 6	David Thach
Joy Fulton Lee, Place 7	Debra Sims
	Molly Skinner
	Lexie Burton

Metroport Teen Court Expiring Terms	Teen Court Applicants
Susan Baum	Darrell Brown
Sayed Syed	David Ebert
	Sayed Syed
	Susan Baum

P&Z Expiring Terms	P&Z Applicants
David Groves, Place 1	Brandon Arnold
Brandon Arnold, Place 2	David Ebert
Sayed Syed, Place 3	David Groves
Richard Remley, Place 4	Debra Sims
	George Lynch
	Michael Springer
	Richard Krull
	Richard Remley
	Simon Shewmaker
	Tony Pistilli
	Walter Kilroy
	Sayed Syed

ZBA/SBA Expiring Terms	ZBA/SBA Applicants
Richard Vallario, Place 1	Dan Shadle
Dee Kamerman, Place 2	David Ebert
Dan Shadle, Place 3	Dee Kamerman
	Richard Vallario
	Simon Shewmaker
	Tony Pistilli

This item provides for the appointment of members to each of the Boards, Commissions, and Committees. All terms are a two-year appointment, expiring November 2026.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Rosters - Expiring Terms

COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION

DIRECTOR**Brandi Elder**

(817) 706-6090

belder@colleyville.com

TERM: June 2022-June 2025

Vacant**Councilmember**

TERM: June 2022-June 2024

DIRECTOR**Ralph Hunkins**

(972) 268-3331

rhunkins@real-revenue.com

TERM: June 2022-June 2024

DIRECTOR**Bobby Lindamood**

(214) 232-8147

blindamood@colleyville.com

TERM: June 2022-June 2025

DIRECTOR**Scotty Richardson**

(817) 676-2120

srichardson@colleyville.com

TERM: June 2022-June 2026

DIRECTOR**John Terhoeve**

(817) 999-5629

jmterhoeve@gmail.com

TERM: June 2022-June 2024

DIRECTOR**George Dodson**

(817) 937-3198

georgewdodson@gmail.com

TERM: June 2022-June 2024

FINANCE MANAGER**Vacant****GENERAL MANAGER****Jerry Ducay**

(817) 503-1116

jducay@colleyville.com**SECRETARY****Christine Loven**

(817) 503-1133

cloven@colleyville.com

LIBRARY BOARD

PLACE 1

Kay Newton

(817) 421-0139

gksafig@aol.com

TERM: Nov 2023 – Nov 2025

PLACE 2

Gary McPherson

(972) 742-5778

McPherson7@verizon.net

TERM: Nov 2022 – Nov 2024

PLACE 3

Joseph Stout

(817) 988-9488

josephstout@yahoo.com

TERM: Nov 2023 – Nov 2025

PLACE 4

Molly Skinner

(214) 536-7219

mollyskinn@aol.com

TERM: Nov 2022 – Nov 2024

PLACE 5

Wanda Cotter

(806) 886-3661

Pleiades1972@gmail.com

TERM: Nov 2023 – Nov 2025

PLACE 6

Joan Roberts

(817) 571-5721

jroberts52@gmail.com

TERM: Nov 2022 – Nov 2024

PLACE 7

Joy Fulton Lee

(817) 907-9293

joyfultonlee@gmail.com

TERM: Nov 2022 – Nov 2024

ALTERNATE 1

Al Cain

(516) 510-1769

alcain55@gmail.com

TERM: Nov 2023 – Nov 2025

ALTERNATE 2

Susan Baum

(817) 455-2949

susan.baum@compass.com

TERM: Nov 2023 – Nov 2025

EX-OFFICIO – Library Foundation

Denise Light

(817) 319-6608

dflight16@yahoo.com

EX-OFFICIO – Friends of the Library

Merry Graves

(817) 637-3077

jmgravess3@verizon.net

METROPORT TEEN COURT

Susan Baum

(817) 455-2949

susan.baum@compass.com

TERM: Nov 2023 – Nov 2024

Sayed Syed

(817) 913-0474

sbilqees@gmail.com

TERM: Nov 2022 – Nov 2024

Metroport Teen Court

Coordinator

Dana Kirkland

(817) 748-8346

dkirkland@ci.southlake.tx.us

Council Liaison

Vacant

PLANNING AND ZONING COMMISSION

PLACE 1

David Groves

(817) 689-9532

David.groves11@gmail.com

TERM: Nov 2022 – Nov 2024

PLACE 2

Brandon Arnold

(817) 271-2181

brandonmarnold@gmail.com

TERM: Nov 2022 – Nov 2024

PLACE 3

Sayed Syed

(817) 913-0474

sbilqees@gmail.com

TERM: Nov 2022 - Nov 2024

PLACE 4

Richard J. Remley

(925) 368-5420

Richard.remley_pz@outlook.com

TERM: Nov 2022 - Nov 2024

PLACE 5

Jerry Savoie

(214) 578-9377

savoie.jerry@gmail.com

TERM: Nov 2023 – Nov 2025

PLACE 6

Claudia Bevill

(817) 849-1360

ckbevill@hotmail.com

TERM: Nov 2023 – Nov 2025

PLACE 7

Jerome Obinabo

(214) 499-4464

jerome.obinabo.pz@gmail.com

TERM: Nov 2023 – Nov 2025

SIGN BOARD OF APPEALS

PLACE 1

Richard Vallario

(817) 605-8008

ricsharval@aol.com

TERM: Nov 2022 – Nov 2024

PLACE 2

Dee Kamerman

(817) 416-2277

deekamerman@hotmail.com

TERM: Nov 2022 – Nov 2024

PLACE 3

Dan Shadle

(817) 689-7205

dshadle@ghn-mci.com

TERM: Nov 2022 – Nov 2024

PLACE 4

Frank Carroll - Chair

(817) 781-7086

frankcarroll1917@gmail.com

TERM: Nov 2023 – Nov 2025

PLACE 5

Mic Deakin

(714) 348-4074

michaeldeakin@sbcglobal.net

TERM: Nov 2023 – Nov 2025

ALTERNATE 1

Eric Holland

(972) 983-9055

ericholland1974@yahoo.com

TERM: Nov 2023 – Nov 2025

ALTERNATE 2

Rick Ramirez

(682) 402-3808

rjramirez5@gmail.com

TERM: Nov 2023 – Nov 2025

ZONING BOARD OF ADJUSTMENT

PLACE 1

Richard Vallario

(817) 605-8008

ricsharval@aol.com

TERM: Nov 2022 – Nov 2024

PLACE 2

Dee Kamerman

(817) 416-2277

deekamerman@hotmail.com

TERM: Nov 2022 – Nov 2024

PLACE 3

Dan Shadle

(817) 689-7205

dshadle@ghn-mci.com

TERM: Nov 2022 – Nov 2024

PLACE 4

Frank Carroll - Chair

(817) 781-7086

frankcarroll1917@gmail.com

TERM: Nov 2023 – Nov 2025

PLACE 5

Mic Deakin

(714) 348-4074

michaeldeakin@sbcglobal.net

TERM: Nov 2023 – Nov 2025

ALTERNATE 1

Eric Holland

(972) 983-9055

ericholland1974@yahoo.com

TERM: Nov 2023 – Nov 2025

ALTERNATE 2

Rick Ramirez

(682) 402-3808

rjramirez5@gmail.com

TERM: Nov 2023 – Nov 2025



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 5

Agenda Date 11/19/2024

Type Report

Department Finance

Title

Monthly Financial Report - October 2024

Explanation

Staff will present the October financial report which is the first month of the FY25 budget.

Attachments

1. October 2024 Monthly Budget vs Actual Presentation
2. October 2024 Monthly Budget vs Actual

Monthly Financial Report

October 2024

City Council Meeting
November 19, 2024

	FY 25 Budget		FY 25 YTD		% of Budget	FY 24 YTD		FY 24 % of Budget
Revenues	\$	29,655,370	\$	350,486	1.2%	\$	259,370	0.9%
Expenditures		27,858,385		2,434,587	8.7%		1,678,058	6.2%
Total	\$	1,796,985	\$	(2,084,101)		\$	(1,418,688)	



% of year Completed: 8.3%

% of Budget Spent: 8.7%



Note: Revenue excludes sales and property taxes. Sales tax is accrued back to the prior fiscal year through November, and property tax bills await the GCISD tax rate election. Property taxes are due in January

2

Property Tax Collections



Cumulative Collections vs. Budget



FY 25 Rate:
• M&O – \$0.260172
• I&S – \$0.016032
Total Rate –
\$0.276204/\$100

	FY 25 Budget	FY 25 YTD	% of Budget	FY 24 YTD	FY 24 % of Budget
Current Taxes	\$ 18,008,973	\$ -	0.00%	\$ -	0.00%

Note: Property tax revenue is currently zero, as bills are pending the GCISD tax rate election. Property taxes are due in January.

Sales Tax: FY24 Year Collections



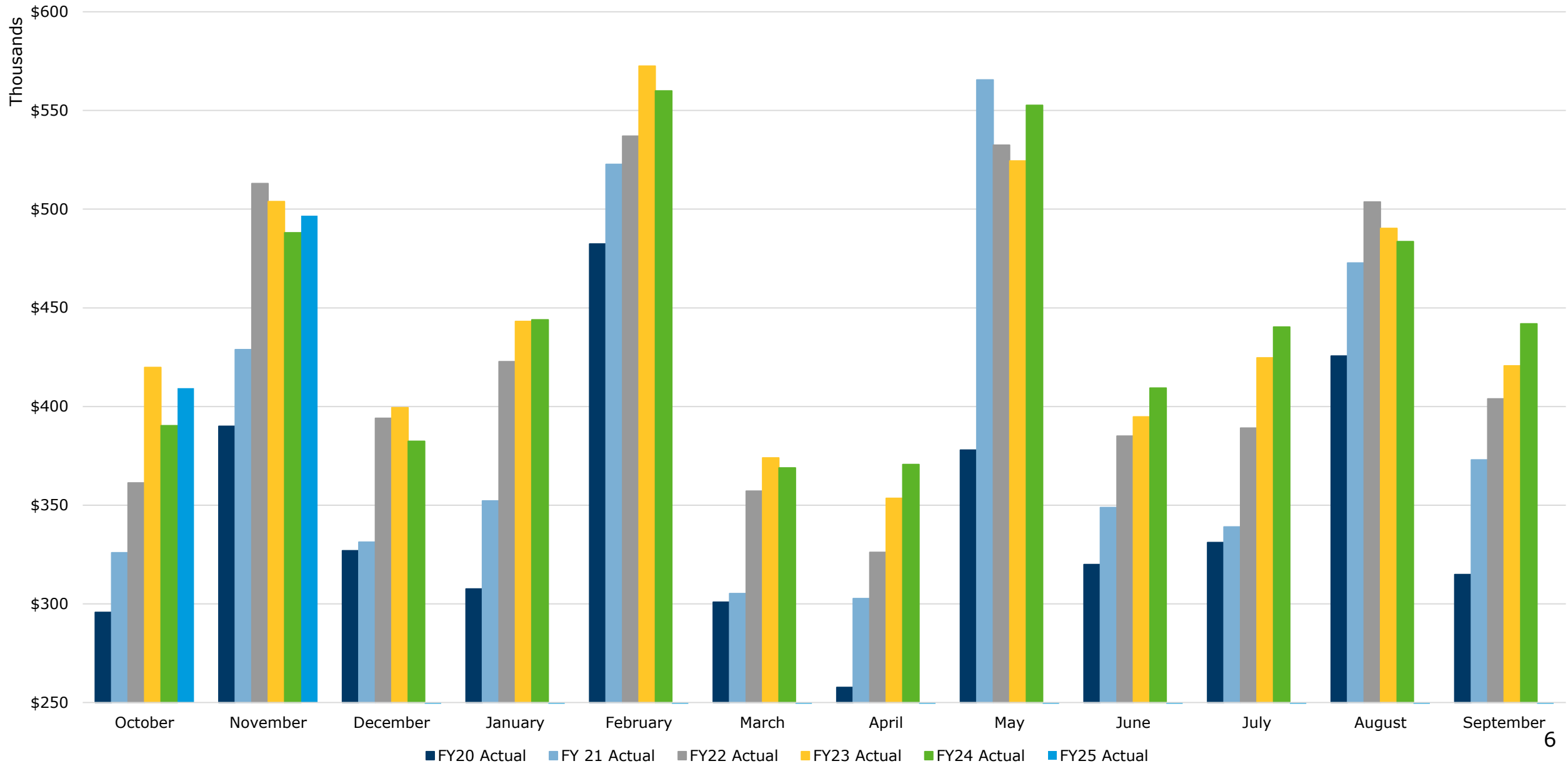
Collections Month	Sales Month	FY23 Actual	FY24 Actual	Increase/ (Decrease)	% Change
October	August	\$ 419,885	\$ 390,305	\$ (29,580)	-7.04%
November	September	503,899	488,030	(15,869)	-3.15%
December	October	399,505	382,458	(17,047)	-4.27%
January	November	443,160	443,954	794	0.18%
February	December	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%
August	June	490,319	483,624	(6,695)	-1.37%
September	July	420,650	441,974	21,324	5.07%
Total		\$ 5,321,448	\$ 5,332,299	\$ 10,851	0.20%

Sales Tax: Current Year Collections



Collections Month	Sales Month	FY 24 Actual	FY 25 Actual	Increase/ (Decrease)	% Change
October	August	\$ 390,305	\$ 409,261	\$ 18,956	4.86%
November	September	488,030	496,674	8,644	1.77%
Total		\$ 878,335	\$ 905,935	\$ 27,600	3.14%

Sales Tax: Comparative Collections



Sales Tax: Regional Benchmark



	Net Payment This Period	Comparable Payment PY	% Change	Payment YT	PY Payment YTD	% Change
Colleyville	744,639	731,679	1.77%	7,462,430	7,311,086	2.07%
North Richland Hills	1,820,083	1,939,123	-6.14%	19,288,488	19,021,214	1.41%
Bedford	\$ 1,436,466	\$ 1,455,377	-1.30%	\$ 15,118,285	\$ 14,690,125	2.91%
Grapevine	5,306,175	5,176,605	2.50%	58,658,147	54,743,306	7.15%
Keller	1,375,424	1,458,822	-5.72%	15,330,147	15,138,206	1.27%
Hurst	1,570,722	1,596,057	-1.59%	16,955,322	17,159,183	-1.19%
Euless	2,383,527	2,403,900	-0.85%	23,736,251	23,798,901	-0.26%
Southlake	3,190,524	3,714,035	-14.10%	36,394,294	38,894,667	-6.43%



Utilities Fund Performance

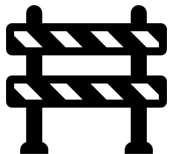


	FY 25 Budget	FY 25 YTD	% of Budget	FY 24 YTD	FY 24 % of Budget
Revenues	\$ 24,424,703	\$ 2,460,308	10.1%	\$ 2,286,783	9.5%
Expenditures	23,908,883	2,071,606	8.7%	1,634,527	6.8%
Total	\$ 515,820	\$ 388,702		\$ 652,256	
	% of year Completed:		8.3%		
	% of Budget Spent:		8.7%		
TRA			City		
	FY 25 Budget	FY 25 YTD		FY 24 YTD	FY 24 % of Budget
Revenues	\$ 19,889,768	\$ 2,040,807	Revenues	\$ 4,534,935	\$ 419,501
Expenditures	19,889,768	1,687,374	Expenditure	\$ 4,019,115	384,232
Total	\$ -	\$ 353,433		\$ 515,820	\$ 35,268

Drainage Fund Performance



	FY 25 Budget	FY 25 YTD	% of Budget	FY 24 YTD	FY 24 % of Budget
Revenues	\$ 1,758,000	\$ 148,621	8.5%	\$ 124,441	8.4%
Expenditures	761,805	63,050	8.3%	53,594	7.3%
Total	\$ 996,195	\$ 85,572		\$ 70,846	
	% of year Completed:		8.3%		
	% of Budget Spent:		8.3%		



Hotel Tax (HOT) Fund Performance



	FY 25 Budget	FY 25 YTD	% of Budget	FY 24 YTD	FY 24 % of Budget
Revenues	\$ 230,000	\$ -	0.0%	\$ -	0.0%
Expenditures	285,827	18,523	6.5%	12,023	6.4%
Total	\$ (55,827)	\$ (18,523)		\$ (12,023)	
	% of year Completed:		8.3%		
	% of Budget Spent:		6.5%		



Debt Service Fund Performance



	 FY 25 Budget 	FY 25 YTD 	% of Budget 	FY 24 YTD 	FY 24 % of Budget 
Revenues	\$ 1,477,283	\$ -	0.0%	\$ -	0.0%
Expenditures	1,540,894	168,485	10.9%	168,485	13.6%
Total	\$ (63,611)	\$ (168,485)		\$ (168,485)	
	% of year Completed:		8.3%		
	% of Budget Spent:		10.9%		



Questions & Discussion



City of Colleyville
Monthly Budget vs Actual Report
October 31, 2024

	FY 2025				FY 2024				
	<u>Annual Budget</u>	<u>Actual Thru Mth</u>	<u>Variance Annual</u>	<u>% of Annual Bdg</u>	<u>Annual Actual</u>	<u>Actual Thru Mth</u>	<u>Variance Annual</u>	<u>% of Annual Act</u>	<u>% chg from PY</u>
General Fund									
Current Taxes	18,008,973	-	18,008,973	0.0%	17,101,438	-	17,101,438	0.0%	0.0%
Delinquent	30,000	-	30,000	0.0%	8,004	-	8,004	0.0%	0.0%
P&I	60,000	-	60,000	0.0%	85,287	-	85,287	0.0%	0.0%
Property Tax Total	18,098,973	-	18,098,973	0.0%	17,194,728	-	17,194,728	0.0%	0.0%
Sales Tax	5,200,000	-	5,200,000	0.0%	5,359,899	-	5,359,899	0.0%	0.0%
Oncor Electric	910,000	-	910,000	0.0%	915,334	-	915,334	0.0%	0.0%
Tri-County Electric	185,000	-	185,000	0.0%	191,546	-	191,546	0.0%	0.0%
Atmos Gas	600,000	-	600,000	0.0%	629,385	-	629,385	0.0%	0.0%
AT&T	15,000	-	15,000	0.0%	11,582	2,984	8,598	25.8%	-100.0%
Verizon/Others	12,000	560	11,440	4.7%	9,655	481	9,174	5.0%	16.6%
Refuse/Recycling	300,000	-	300,000	0.0%	305,337	-	305,337	0.0%	0.0%
Cable TV	200,000	-	200,000	0.0%	224,807	-	224,807	0.0%	0.0%
Network Nodes	250	-	250	0.0%	250	-	250	0.0%	0.0%
Franchise Fees	2,222,250	560	2,221,690	0.0%	2,287,896	3,465	2,284,431	0.2%	-83.8%
GF Revenues	29,655,370	350,486	29,304,884	1.2%	30,079,559	259,370	29,820,189	0.9%	35.1%
GF Expenditures	27,858,385	2,434,587	25,423,798	8.7%	26,735,539	1,678,058	25,057,481	6.3%	45.1%
Utilities Fund									
Water - Base Rate	2,373,871	199,405	2,174,466	8.4%	2,202,982	175,885	2,027,097	8.0%	13.4%
Sewer - Base Rate	1,722,064	144,426	1,577,638	8.4%	1,640,279	136,462	1,503,817	8.3%	5.8%
Water - Volumetric Rate	16,027,206	1,686,972	14,340,234	10.5%	13,333,796	1,593,326	11,740,470	11.9%	5.9%
Sewer - Volumetric Rate	3,862,562	353,835	3,508,727	9.2%	3,998,532	304,526	3,694,006	7.6%	16.2%
Water & Sewer	23,985,703	2,384,638	21,601,066	9.9%	21,175,589	2,210,199	18,965,390	10.4%	7.9%
Utilities Revenues	24,424,703	2,460,308	21,964,396	10.1%	23,520,725	2,286,783	21,233,942	9.7%	7.6%
Utilities Expenditures	23,908,883	2,071,606	21,837,277	8.7%	20,953,393	1,634,527	19,318,866	7.8%	26.7%
Debt Service Fund									
Current Taxes	911,283	-	911,283	0.0%	652,497	-	652,497	0.0%	0.0%
Delinquent	2,000	-	2,000	0.0%	434	-	434	0.0%	0.0%
P&I	2,000	-	2,000	0.0%	3,332	-	3,332	0.0%	0.0%
Property Tax Total	915,283	-	915,283	0.0%	656,262	-	656,262	0.0%	0.0%
DS Revenues	1,477,283	-	1,477,283	0.0%	1,216,262	-	1,216,262	0.0%	0.0%
DS Expenditures	1,540,894	168,485	1,372,409	10.9%	1,245,535	168,485	1,077,050	13.5%	0.0%
Drainage Fund									
Drainage Fee	1,733,000	144,321	1,588,679	8.3%	1,445,667	120,319	1,325,348	8.3%	19.9%
Drain Revenues	1,758,000	148,621	1,609,379	8.5%	1,495,540	124,441	1,371,099	8.3%	19.4%
Drain Expenditures	761,805	63,050	698,755	8.3%	732,055	53,594	678,461	7.3%	17.6%
Hotel Occupancy Tax (HOT) Fund									
HOT Tax	230,000	-	230,000	0.0%	219,059	-	219,059	0.0%	0.0%
HOT Revenues	230,000	-	230,000	0.0%	219,059	-	219,059	0.0%	0.0%
HOT Expenditures	285,827	18,523	267,304	6.5%	239,527	12,023	227,504	5.0%	54.1%



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 6a

Agenda Date 11/19/2024

Number Ordinance O-24-2302

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for a residential carport on Lot 27, Block 2, Woodbriar Estates West Addition, being located at 3412 San Bar Lane, Case ZC24-015

Explanation

Second Reading and Public Hearing

The applicant was present and answered questions from the Council. No one from the audience came forward to speak during the public hearing.

First Reading and Public Hearing

Tarrant Roofing, the applicant, has submitted a request for a Special Use Permit to allow for a residential carport on Lot 27, Block 2, of the Woodbriar Estates West Addition, being approximately 0.45 acres, and zoned R-15 Single Family Residential.

Existing Conditions/Background: The subject property, 3412 San Bar Lane, is zoned R-15 Single Family Residential. It is located on the west side of San Bar Lane and south of the intersection with Quail Run Road. The property is a platted lot and is developed with a single family home. A detached carport was recently built over the home's driveway.

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

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.

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 a 414 square foot carport that was built without a building permit or the required SUP, to remain. The carport is 23 feet in length, 9 feet tall, and is located 6 feet from the side property line. The structure does not currently comply with the material standards outlined in the Land Development Code. However, the applicant has committed to bringing the carport into compliance and has provided updated plans showing the required masonry and cedar posts.

Plat Status: The property is platted as Lot 2, Block 27, Woodbriar Estates.

DRC Review: The DRC reviewed the request during their September 23, 2024 meeting and determined the application was complete and may be scheduled for the next available Planning and Zoning Commission meeting.

Drainage: NA

Surrounding Development: The properties to the north, south, and west are zoned R-15 Single Family Residential and improved with single family homes. The property to the east is zoned R-30 Single Family Residential and improved with a single family home.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for residential development. The proposed SUP does not conflict with any portion of the comprehensive plan.

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.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of the request at their October 14, 2024 meeting by a vote of 4-3.

Financial Impact

There is no financial impact to the City.

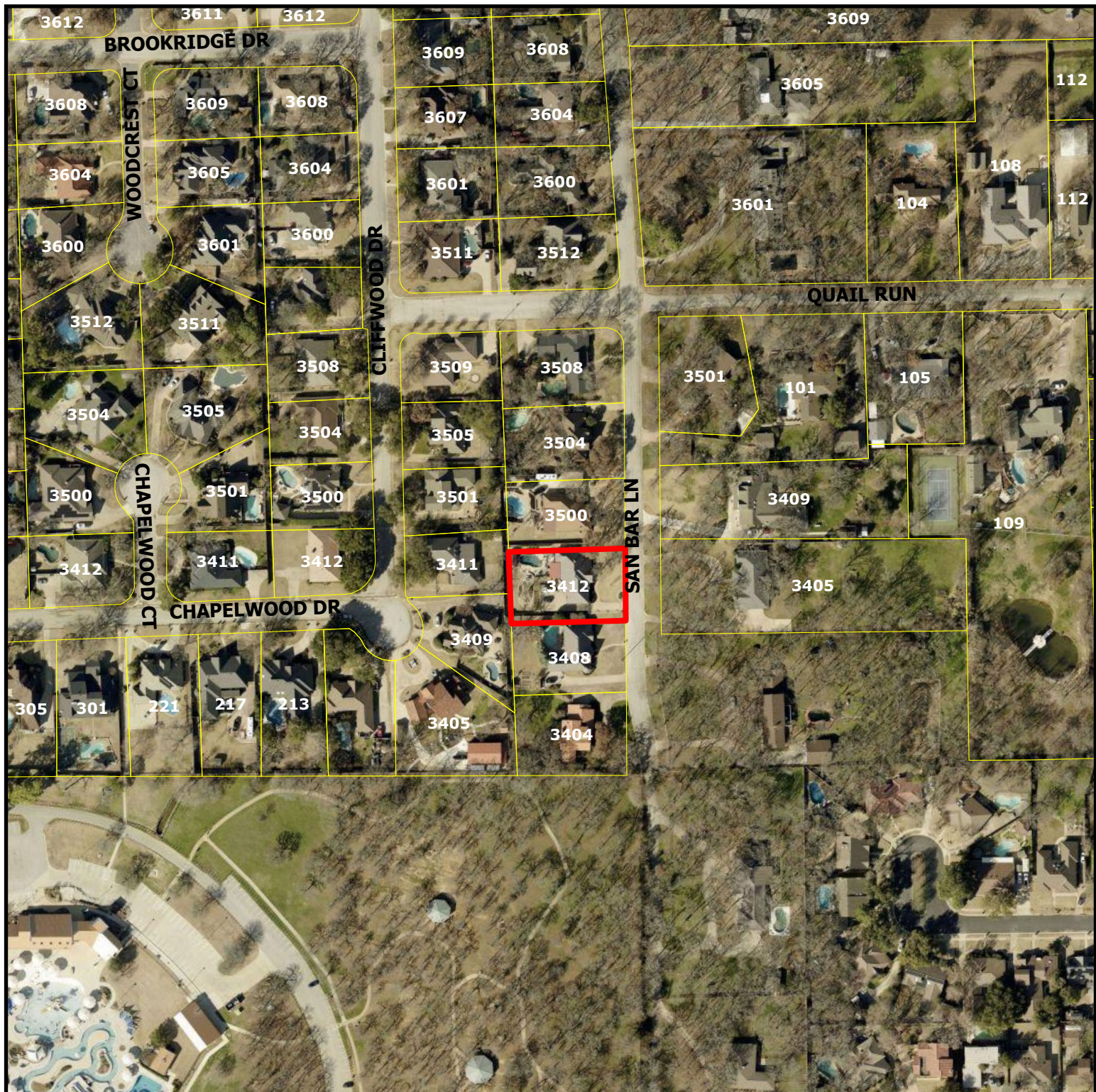
Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Site Plan Exhibit
5. Elevation Exhibits
6. Notification Map
7. Notification Letter
8. Notification List
9. Ordinance O-24-2302

Aerial Map



ZC24-015

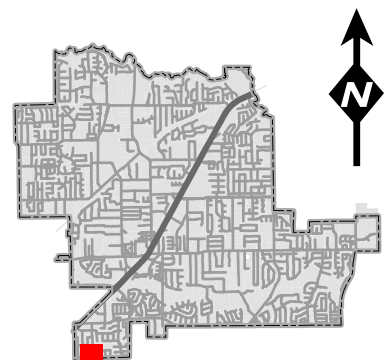
3412 San Bar Ln

DISCLAIMER:

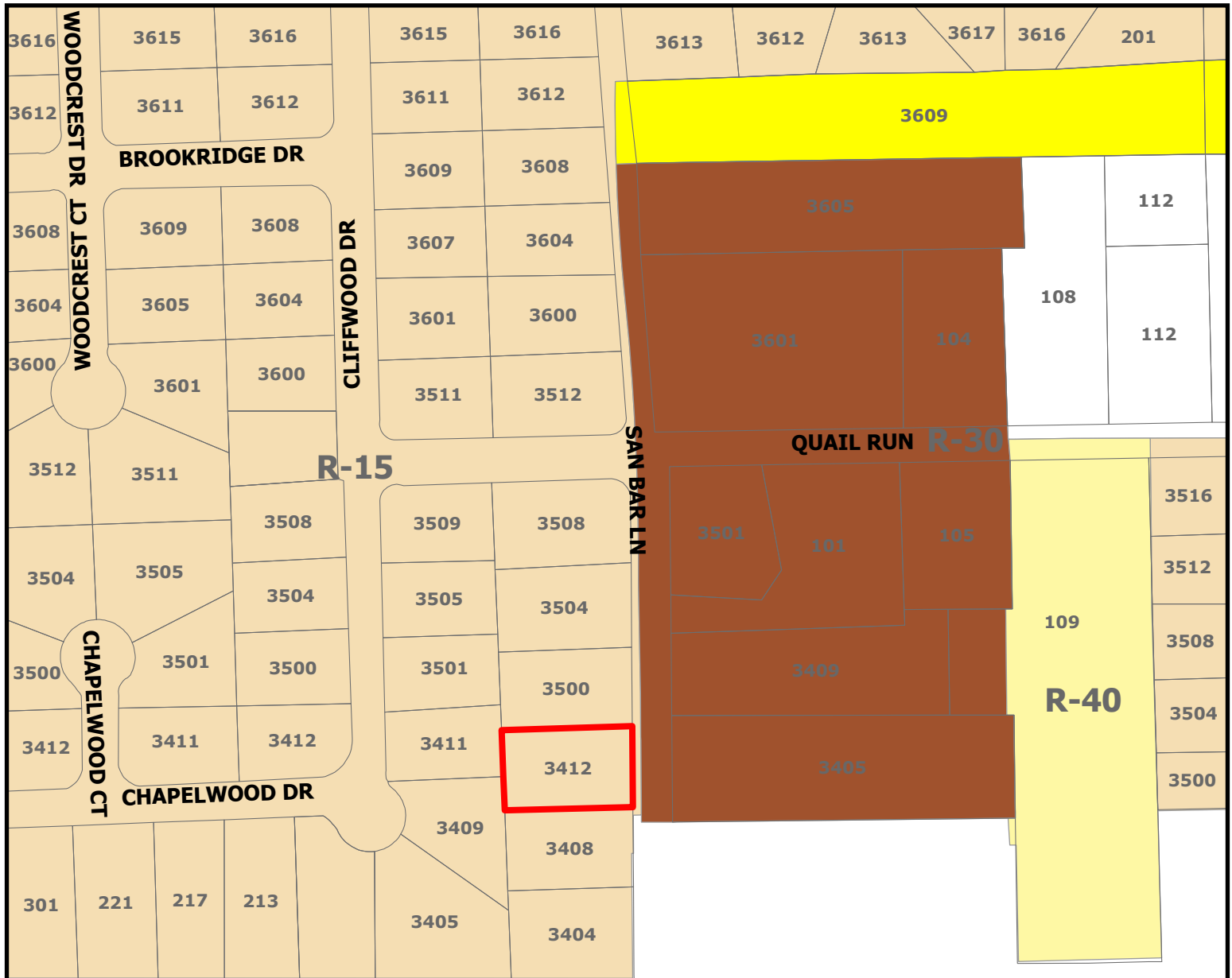
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Subject Property



Zoning Map

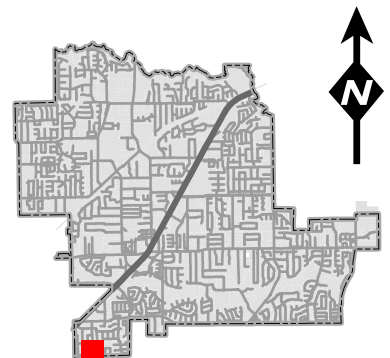


ZC24-015

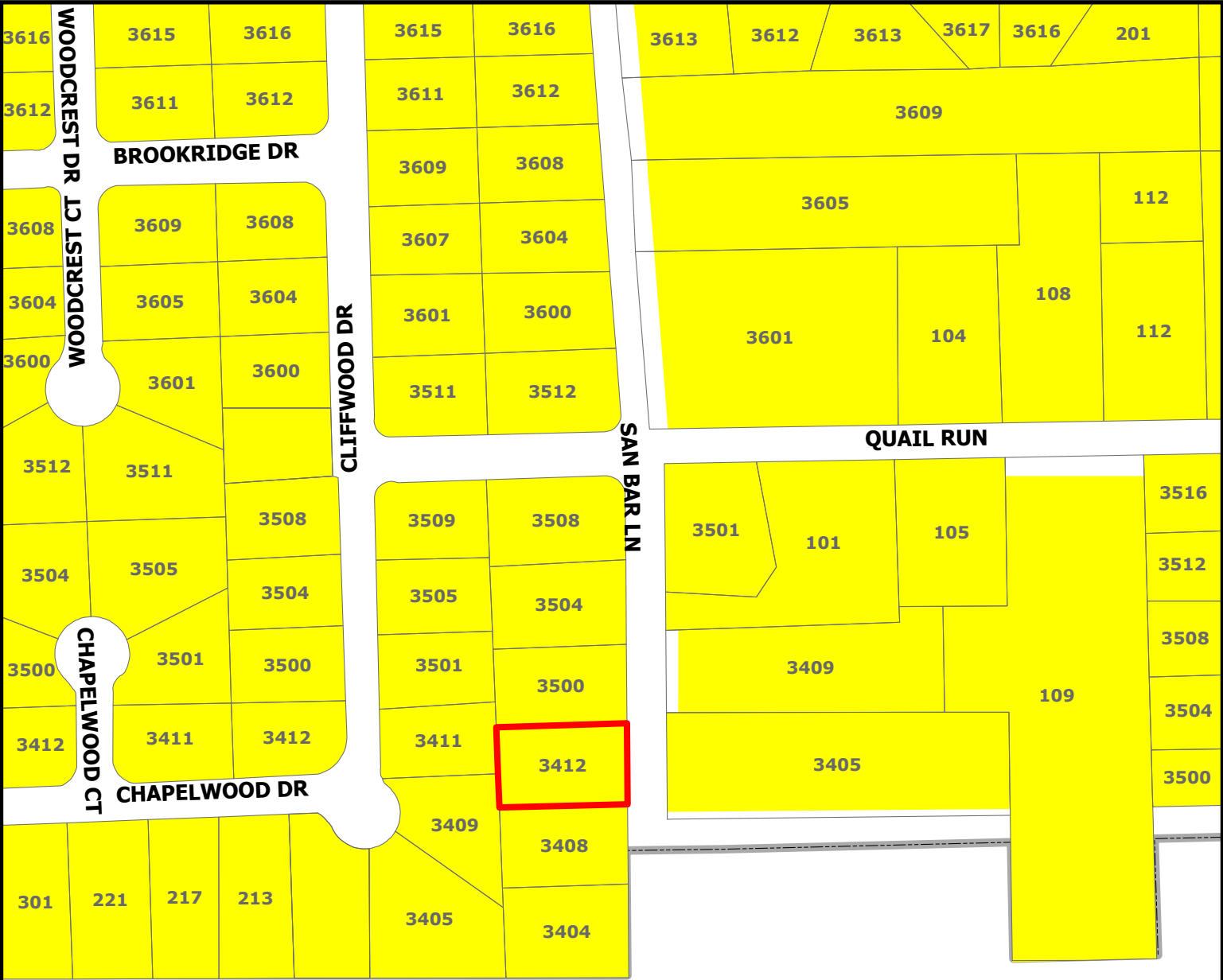
3412 San Bar Ln

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Subject Property



Future Land Use Map

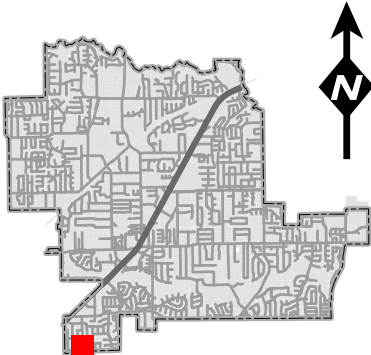


ZC24-015

3412 San Bar Ln

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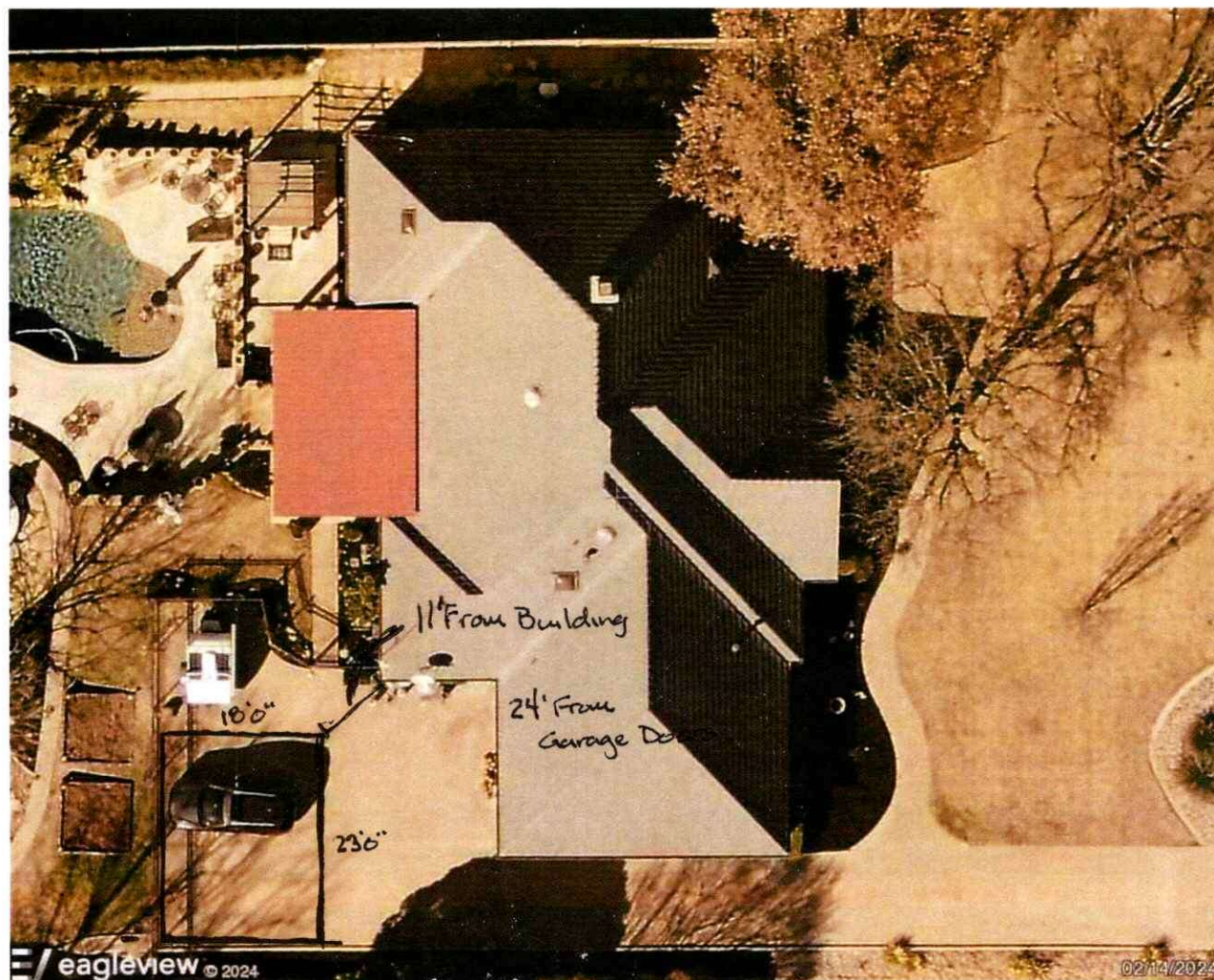
-  Residential
-  Subject Property



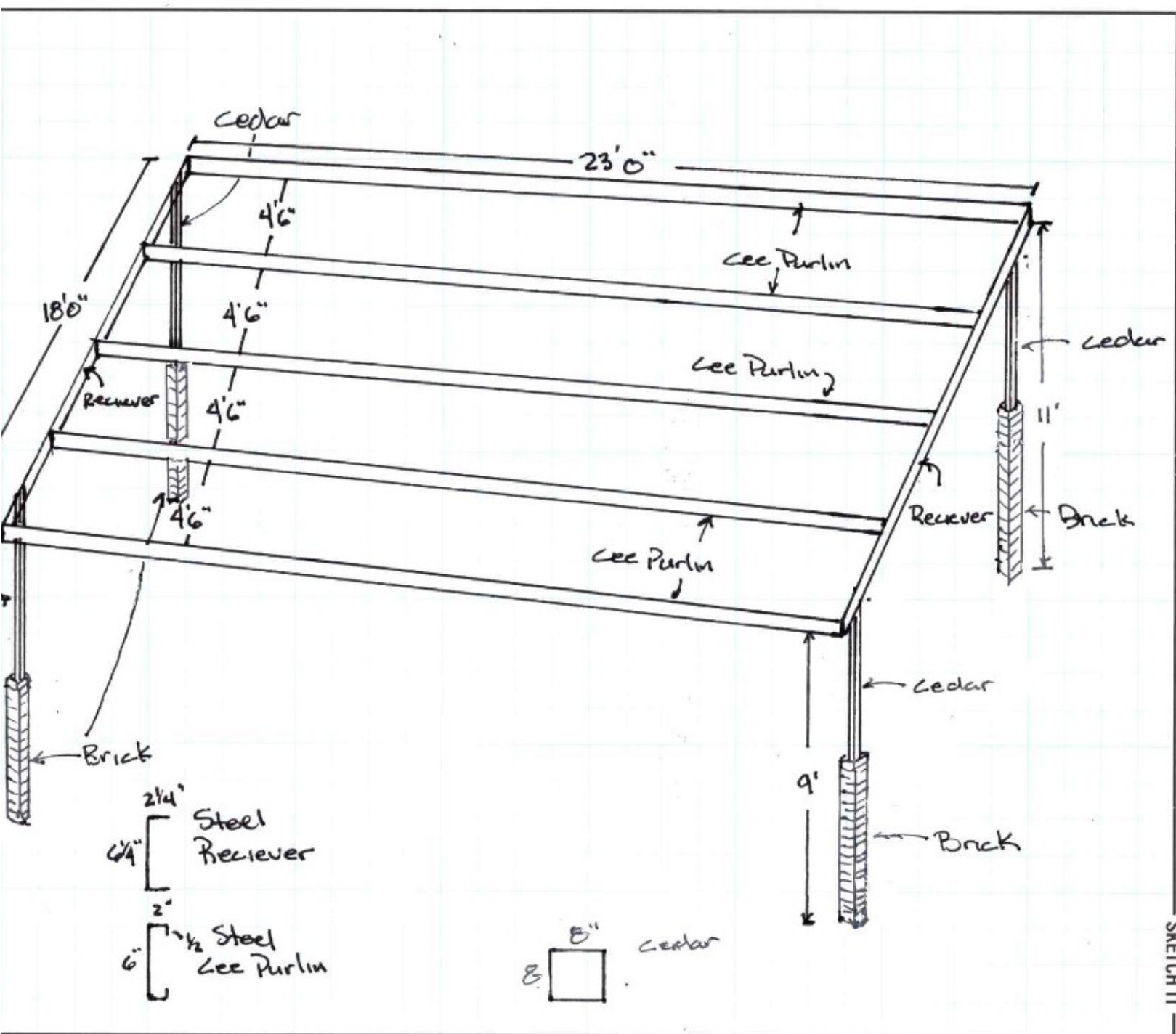
IMAGES

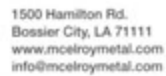
The following aerial images show different angles of this structure for your reference.

Top View

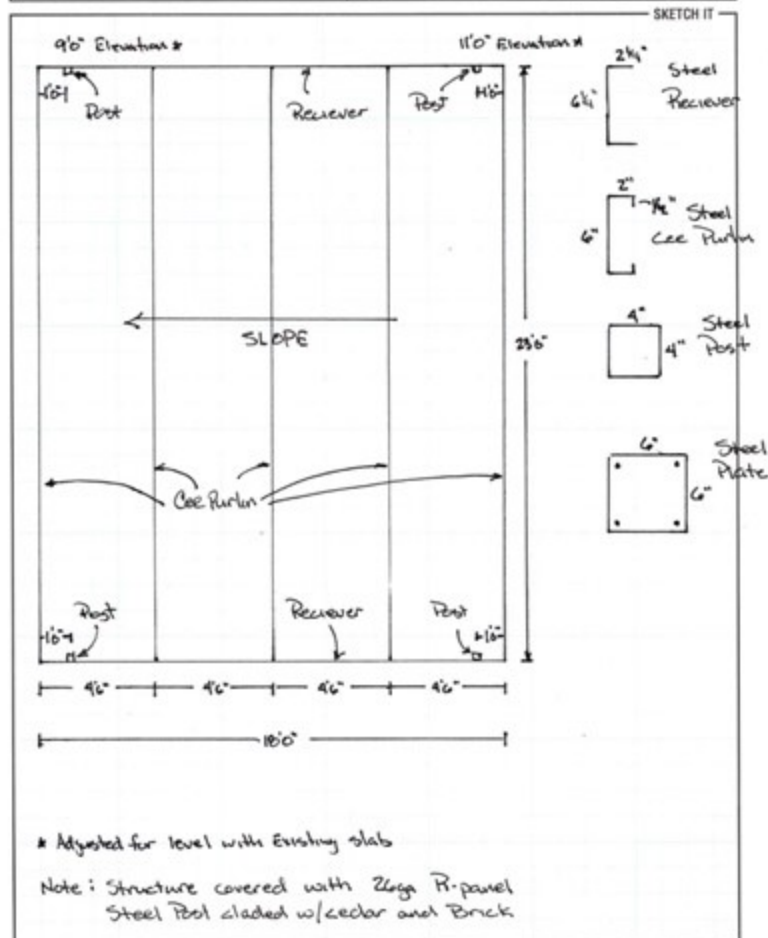


6'0" From Fence





CUSTOMER: _____
JOB NO: 3412 San Ben Ln
PAGE: _____ OF _____ DATE: _____
BY: _____



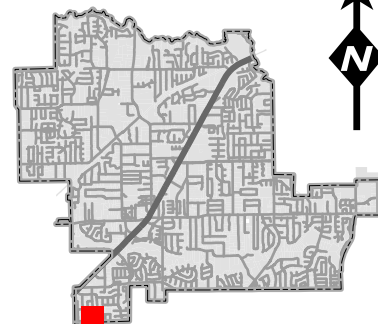
Notification Map



ZC24-015

3412 San Bar Ln

-  Parcels to be notified
-  Buffer
-  Subject Property



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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, October 14, 2024 at 7:00 p.m.
City Council Meetings: Wednesday, November 6, 2024 & Tuesday November 19, 2024 at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Special Use Permit for a residential carport on Lot 27, Block 2, Woodbriar Estates West Addition.

Zoning Case: ZC24-015

Applicant: Tarrant Roofing

Owner: Maximum Oasis Living Trust

Location: 3412 San Bar Ln.

Property Description: Lot 27, Block 2, of the Woodbriar Estates West Addition.

Present Zoning: R-15, 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 below:

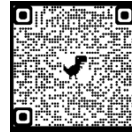
Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034
Citizenletters@Colleyville.com

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.

Kris Potts

Kris Potts
Planner – Urban Forester

Owner_Name	Situs_Addr
CHIBLI, EDUARDO	101 QUAIL RUN
KIRKPATRICK, SEAN M	3512 SAN BAR LN
LEDGERWOOD FAMILY LIVING TRUST	3511 CLIFFWOOD DR
ALDERMAN, JAMES E	221 CHAPELWOOD DR
BOSTON, TOBY	217 CHAPELWOOD DR
ORMON, RICHARD H	213 CHAPELWOOD DR
CASSADY, NANCY	209 CHAPELWOOD DR
SPRINGS, DONNA	209 CHAPELWOOD DR
EVANS, ARLEN	3405 CLIFFWOOD DR
MORGAN, EVAN B	3409 CLIFFWOOD DR
SMITH, TROY	3411 CLIFFWOOD DR
BENSEN, ANDREA	3501 CLIFFWOOD DR
ANDERSON, CHER	3505 CLIFFWOOD DR
ENGHOLM, HAYES	3509 CLIFFWOOD DR
MOLINA, ARTURO J	3508 SAN BAR LN
BUKY, BRAD L	3504 SAN BAR LN
NORENBERG, PAMELA	3500 SAN BAR LN
MAXIMUS OASIS LIVING TRUST	3412 SAN BAR LN
BULL, AMANDA	3408 SAN BAR LN
WEST, DONNA JEAN	3404 SAN BAR LN
LEGENDRE, EMILY	3511 WOODCREST CT
FLORES, EDUARDO	3600 CLIFFWOOD DR
STANTON, JAMES TERRY	3512 CLIFFWOOD DR
RUECK, ELAINE	3512 CLIFFWOOD DR
SHAFFER, SCOTT	3508 CLIFFWOOD DR
GLEAVES, TONYA	3504 CLIFFWOOD DR
SANSONE, DOMINIC	3500 CLIFFWOOD DR
LENZIE, WILLIAM W	3412 CLIFFWOOD DR
NELSON, BRUCE J	3411 CHAPELWOOD CT
OTTEN, RICHARD	3501 CHAPELWOOD CT
PHILLIPS, GARY L	3505 CHAPELWOOD CT
TAGGART, KENT	3409 SAN BAR LN
TBNR PROPERTIES LLC	109 QUAIL RUN
WHITTEBERRY, ELIZABETH L	105 QUAIL RUN
DULGAR, STAN P	3501 SAN BAR LN
PACKER, JAMES E	3405 SAN BAR LN
HENLEY, CANDACE	3601 SAN BAR LN
WOODBRIAR ESTATES ADDITION	COURTESY NOTICE
WOODBRIAR ESTATES WEST ADDN	COURTESY NOTICE
QUAIL CREST ESTATES	COURTESY NOTICE
HURST EULESS BEDFORD ISD	STATE REQUIRED

ORDINANCE O-24-2302

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 27, BLOCK 2, WOODBRIAR ESTATES WEST ADDITION, LOCATED AT 3412 SAN BAR LANE, 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. ZC24-015; 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 27, Block 2, Woodbriar Estates West Addition, located at 3412 San Bar Lane, 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 23 feet in length and 414 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 6th day of November 2024.

The second reading and public hearing being conducted on the 19th day of November 2024.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 19TH DAY OF NOVEMBER 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	Bobby Lindamood
City Secretary	Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Location and Zoning Map

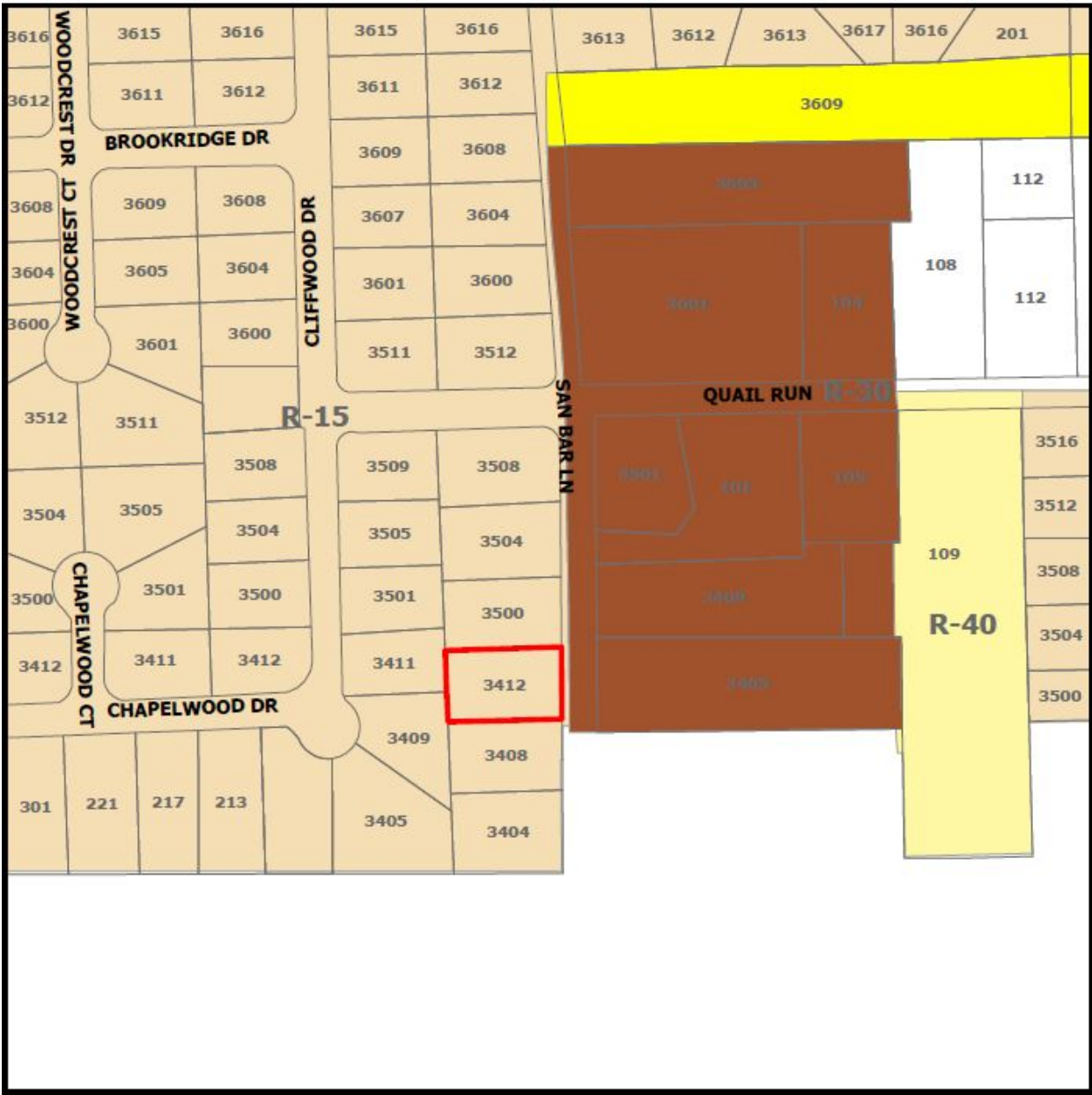
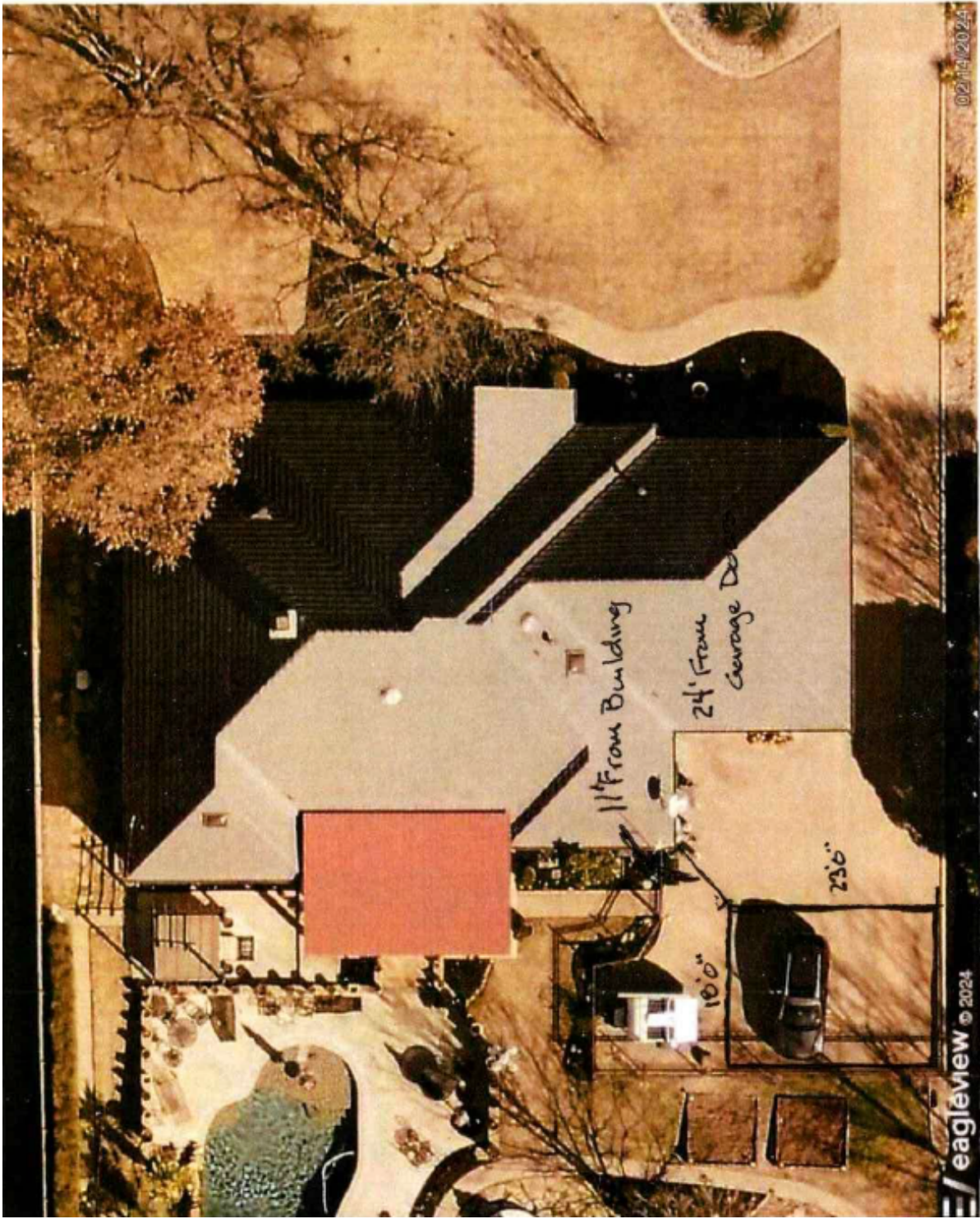
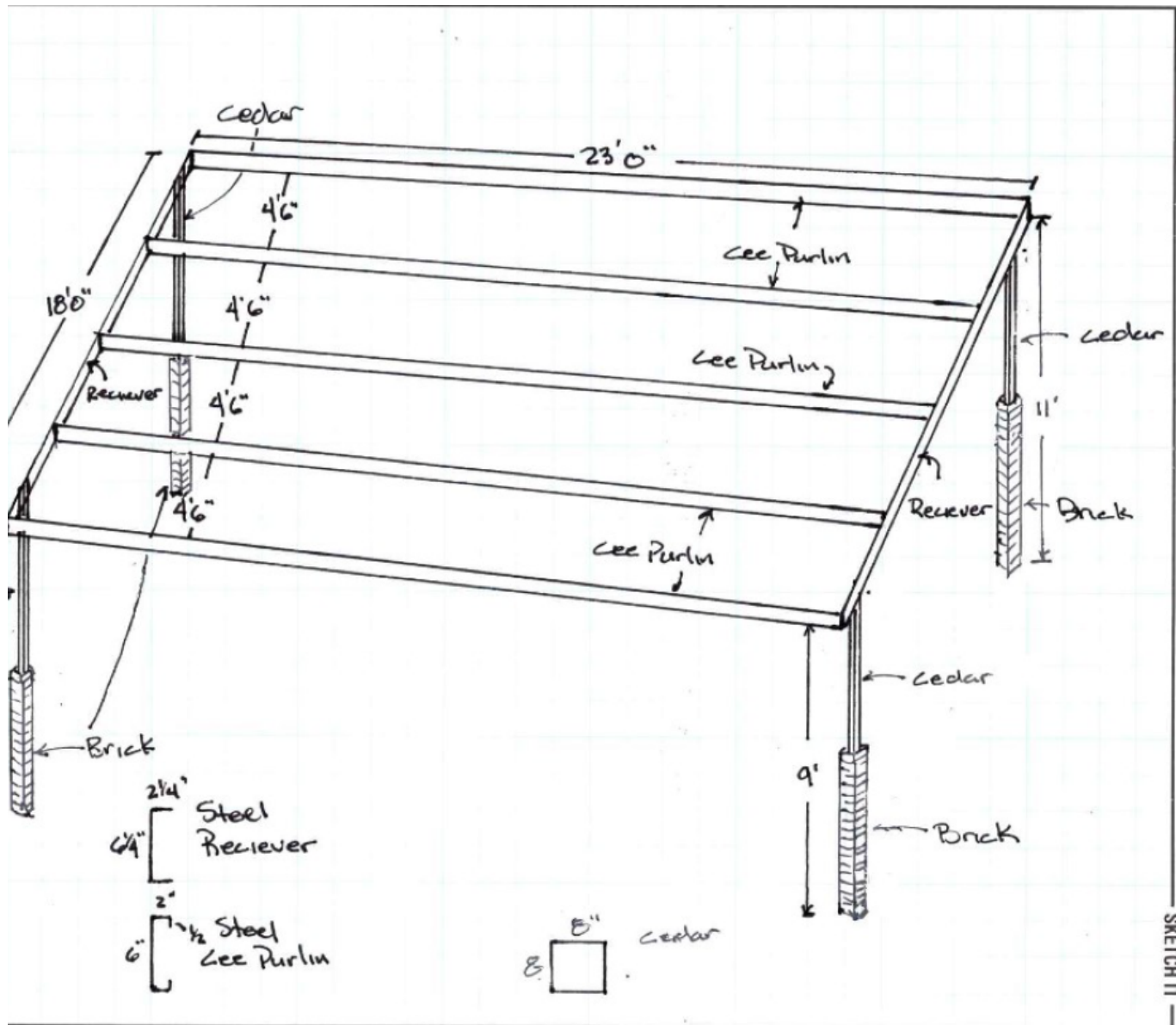


Exhibit "B" – Carport Exhibit



(~ Fence)
6'0" From Fence



Note: Roof with 26ga R-Panel



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 6b

Agenda Date 11/19/2024

Number Ordinance O-24-2303

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit to allow for Package Store Sales – Off-premises Consumption on Lot 1, Block 1, Towne Square Addition, being located at 5600 Colleyville Boulevard, Suite G, Case ZC24-016

Explanation

Second Reading and Public Hearing

The applicant was present and answered questions from the Council. The discussion topics included building and window signs, outside sales, hours of operation, and tobacco sales.

First Reading and Public Hearing

Andrew Sissney, the applicant, has submitted a request for a Special Use Permit (SUP) for Package Store Sales – Off-premises Consumption on Lot 1, Block 1, Towne Square Addition, being approximately 3.18 acres, and zoned CC-2 Shopping Center.

Existing Conditions/Background: The subject property, 5600 Colleyville Boulevard, Suite G, is zoned CC-2 Shopping Center. It is located southwest of the intersection of Colleyville Boulevard and Hall-Johnson Road. The property is a platted lot and is developed with a retail shopping center. The SUP is to allow for a new business called Liquor Mart.

SUP Request: The applicant is requesting approval of an SUP to allow for Package Store Sales – Off-premises Consumption.

Special Use Permit Provision: Any request for Package Store Sales – Off-premises Consumption 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: Per the attached Statement of Planning Objectives, the proposed name of the business is "Liquor Mart" and it is a liquor store which will sell various spirits, beer, and wine. No alcohol will be sold for on-site consumption, and no tobacco products will be sold.

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

DRC Review: The DRC reviewed the request during their September 23, 2024 meeting and provided the following comment:

1. Remove Tobacco as a product being sold.

The applicant provided an update stating tobacco would not be sold on September 24, 2024.

Drainage: NA

Surrounding Development: The property to the north is zoned CN Neighborhood Commercial and is improved with a medical office building. The property to the east is Colleyville Boulevard. The property to the west is zoned R-20 Single Family Residential. The property to the south is zoned PUD-C Planned Unit Development – Commercial and improved with a bank.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development. The proposed SUP does not conflict with any portion of the comprehensive plan.

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.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of the request at their October 14, 2024 meeting by a vote of 6-1.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Business Plan Exhibit
5. Floor Plan
6. Photos provided by Applicant
7. Notification Map

8. Notification Letter
9. Notification List
10. Ordinance O-24-2303

Aerial Map

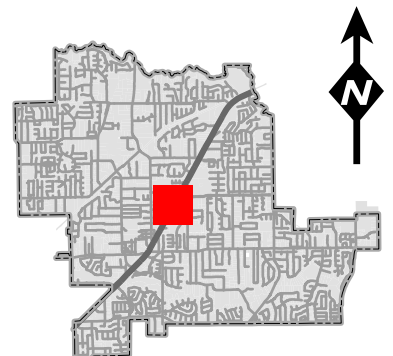


ZC24-016

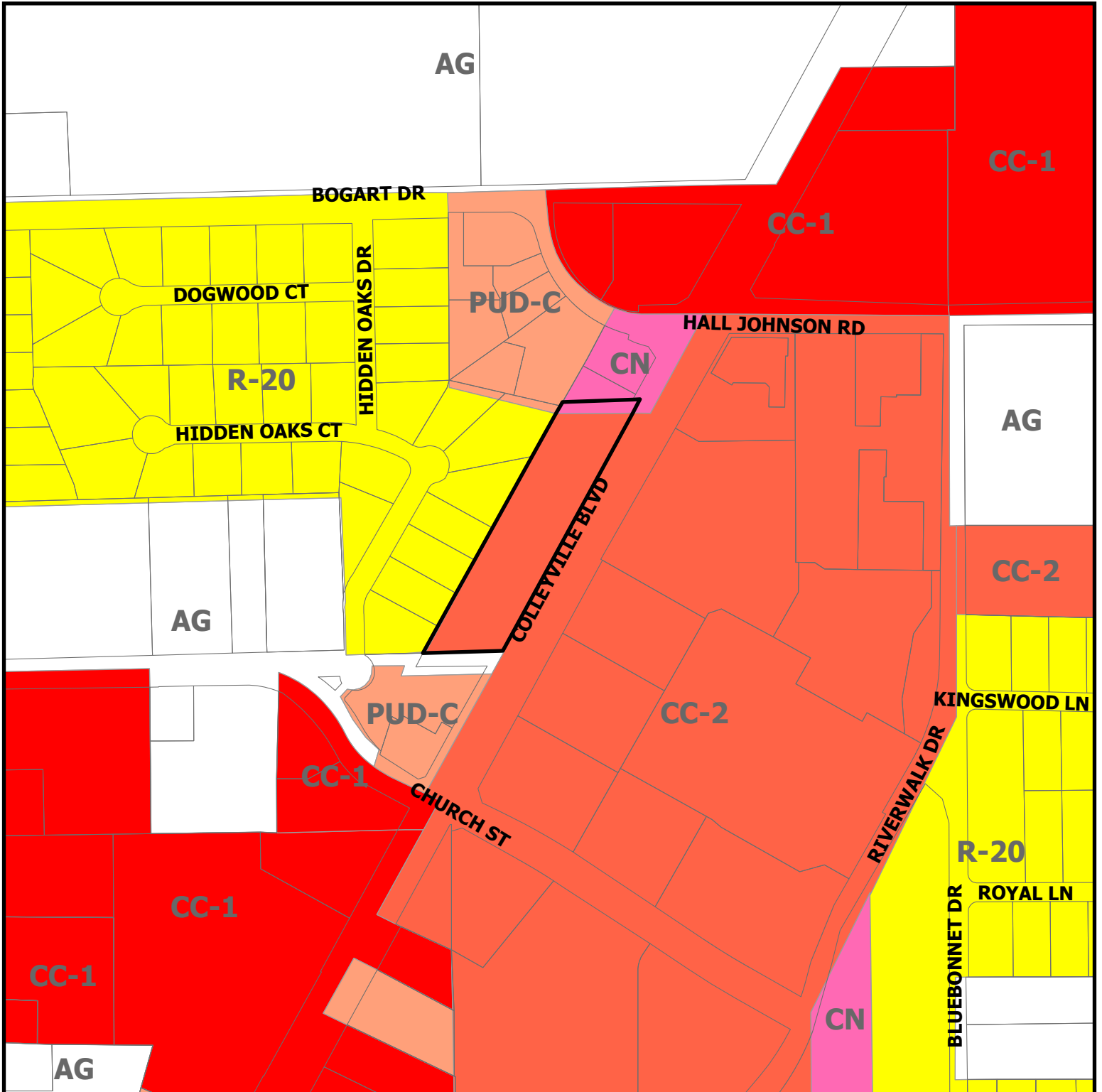
5600 Colleyville Blvd

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.

 Subject Property



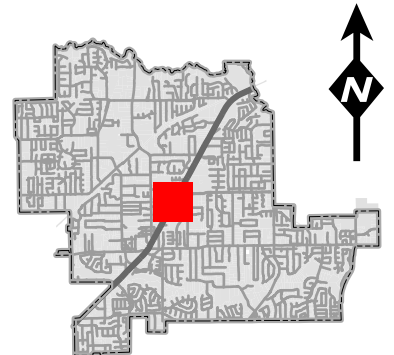
Zoning Map



ZC24-016

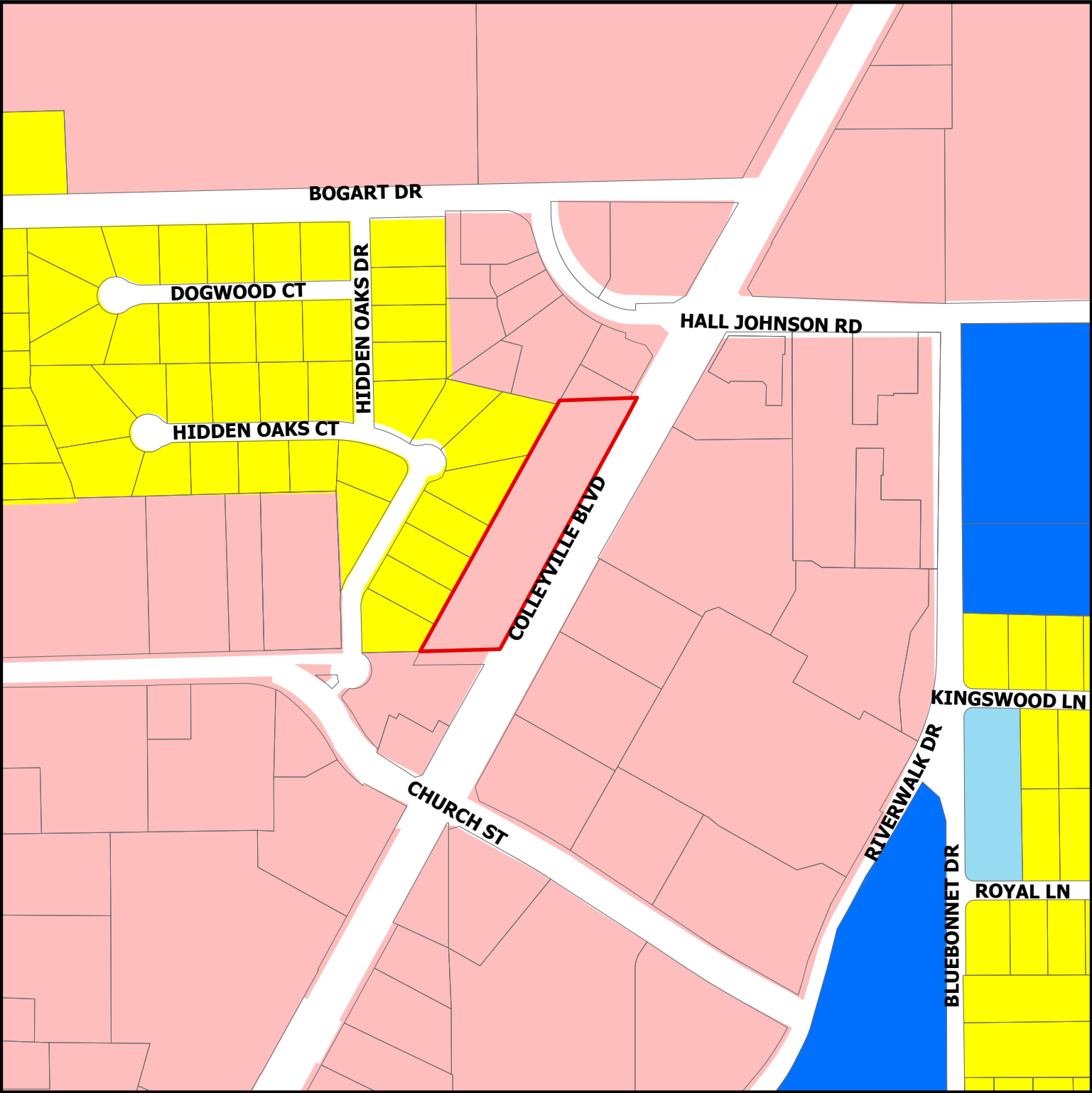
5600 Colleyville Blvd

 Subject Property



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Future Land Use Map

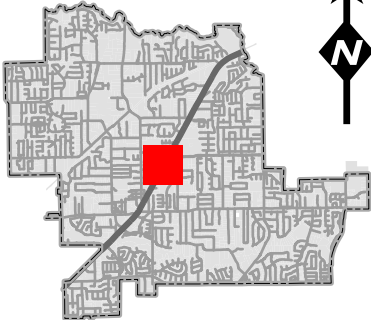


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ZC24-016

5600 Colleyville Blvd

-  Residential
-  Institutional
-  Colleyville Blvd Corridor
-  Water Body
-  Subject Property



Business Plan

L Mart Beverages LLC **Db a LIQUOR MART**

Location

Colleyville Town Square
5600 Colleyville Boulevard Suite G Colleyville Texas 76034

Managing Members

Dhaval Solanki
Yuvrajsinh Vaghela

AUG 30, 2024

Table of Contents

Notice of Confidentiality and Disclaimer	3
Purpose of Report	4
Executive Summary:.....	5
Business Overview	5
Products and Services	5
Population and Demographics.....	5
Demographics	10
Management Team.....	12
Success Factors	13
Financial Highlights	14
Company Overview	16
LIQUOR MART History.....	16
Liquor Mart's Products	17
Store Design	17
Industry Analysis	18
Industry Statistics & Trends	18
Customer Analysis.....	18
Customer Segmentation	20
Competitive Analysis.....	20
Direct & Indirect Competitors.....	20
Competitive Advantage	21
Marketing Plan.....	21
Operations Plan.....	22
Functional Roles.....	22
Management Team.....	23
Management Team Members	23
Staffing Plan	23
Litigation	23
Financial Plan	23
Revenue and Cost Drivers	23
Capital Requirements and Use of Funds.....	24
Financial Statement Disclaimer	24

Notice of Confidentiality and Disclaimer

This Confidential Business Plan Review contains proprietary and confidential information regarding L MART BEVERAGES LLC. d/b/a LIQUOR MART, COLLEYVILLE, TX and its business operations. It is based on information provided L MART BEVERAGES LLC. d/b/a LIQUOR MART, COLLEYVILLE, TX and by other sources deemed to be reliable. This report has been prepared specifically for presentation only to those to whom it has been conveyed by L MART BEVERAGES LLC. Receipt of this report is an acknowledgment that the information contained in it will be maintained in confidence and not disclosed to any third party without the express written consent of L MART BEVERAGES LLC.

Purpose of Report

This document is only to be reviewed by those parties who have:

- Provided information on the prospective purchaser's competency and financial qualifications to undertake a transaction of the size and nature contemplated, and,
- Specifically requested information on the subject company for the specific purpose of forming a decision.
- LIQUOR MART already have 3 locations in DFW areas.
- 4TH Location is in construction. Opening will be Nov 2024.

Executive Summary:

Business Overview

We are pleased to present the specific detail for your review of L MART BEVERAGES LLC located at **5600 Colleyville Boulevard Suite G Colleyville Texas 76034, TX** will be a community and quality focused liquor store brand based out of Little Elm Town. LIQUOR MART will strive to offer customers a unique alcohol-buying experience along with the widest variety of product offerings available anywhere in the area. The company flagship store will foster a friendly, warm, and consultative environment while keeping both prices checkout time low. LIQUOR MART already has 3 locations across DFW area. Liquor Mart is in business from 2017.

1. Name of Business: LIQUOR MART
2. Business Address: 5600 Colleyville Boulevard Suite G
3. Business City, State Zip: Colleyville Texas 76034
4. Business Email/Website: In progress
5. Date Business Began: 01 SEP 2017
6. How long has the current owner owned this business? 3 Locations
7. Business Categories: Comprehensive range of Whiskey, Cognac, Vodka, Tequila, Rums, Champagnes, Wines, Beers and tobacco products.
8. SIC Code: 5921
9. NAICS Code: 445310
10. How long has the company been at this location? NA
11. Hours of Operation: 10 am – 9 pm Mon-Sat.
12. Total Employees (F/T & P/T) – 10

Products and Services

LIQUOR MART'S product offerings will include a comprehensive range of whiskey, cognac, vodka, tequila, rums, Champagnes, wines beers and tobacco products. The company will provide customers unprecedented access to both luxury and mainstream brands, at fair and affordable prices. While wines and liquor will be the Company's primary product offering, L MART BEVERAGES LLC d/b/a LIQUOR MART.

Population and Demographics

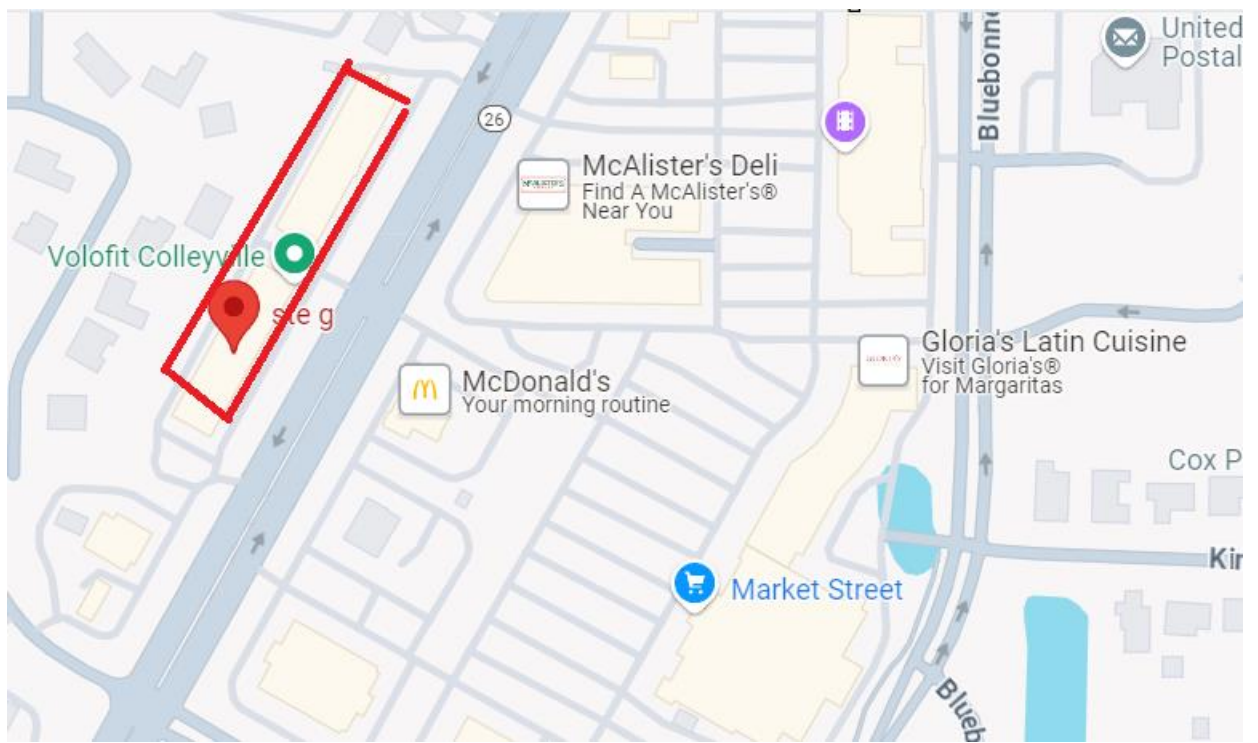
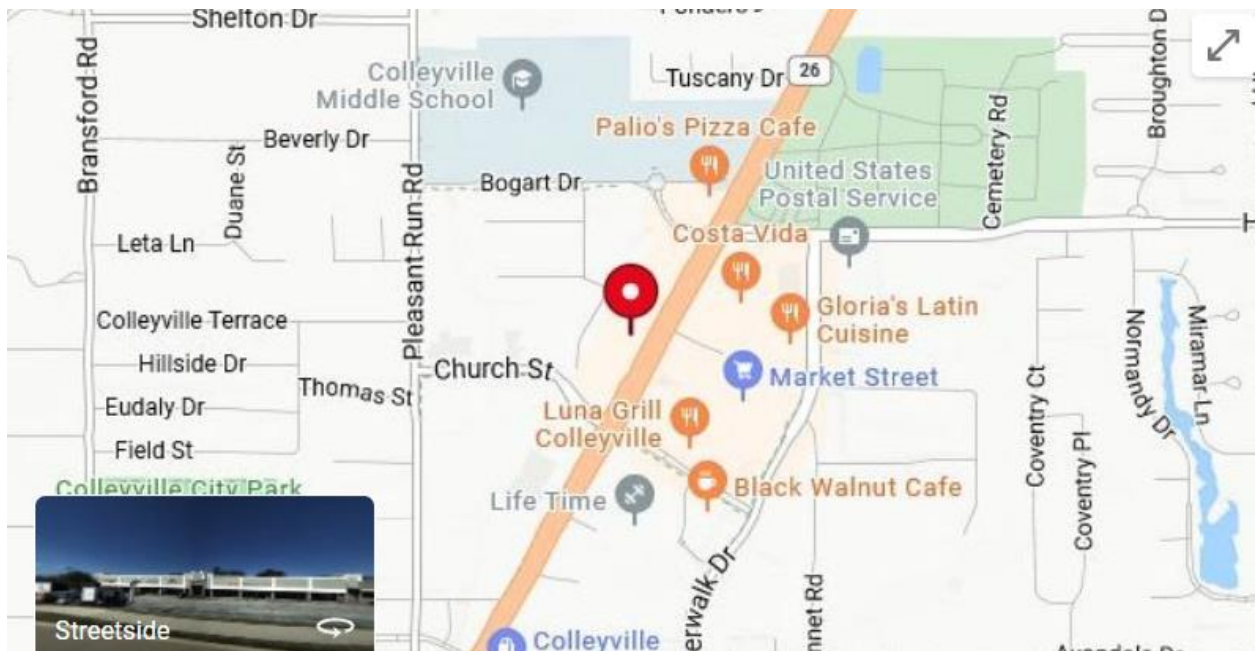
Colleyville is an affluent city in Tarrant County located in the Dallas–Fort Worth metroplex. With a 2022 population of 25,876. Colleyville, Texas is a unique community in the heart of the D/FW Metroplex. Residents say they move here for

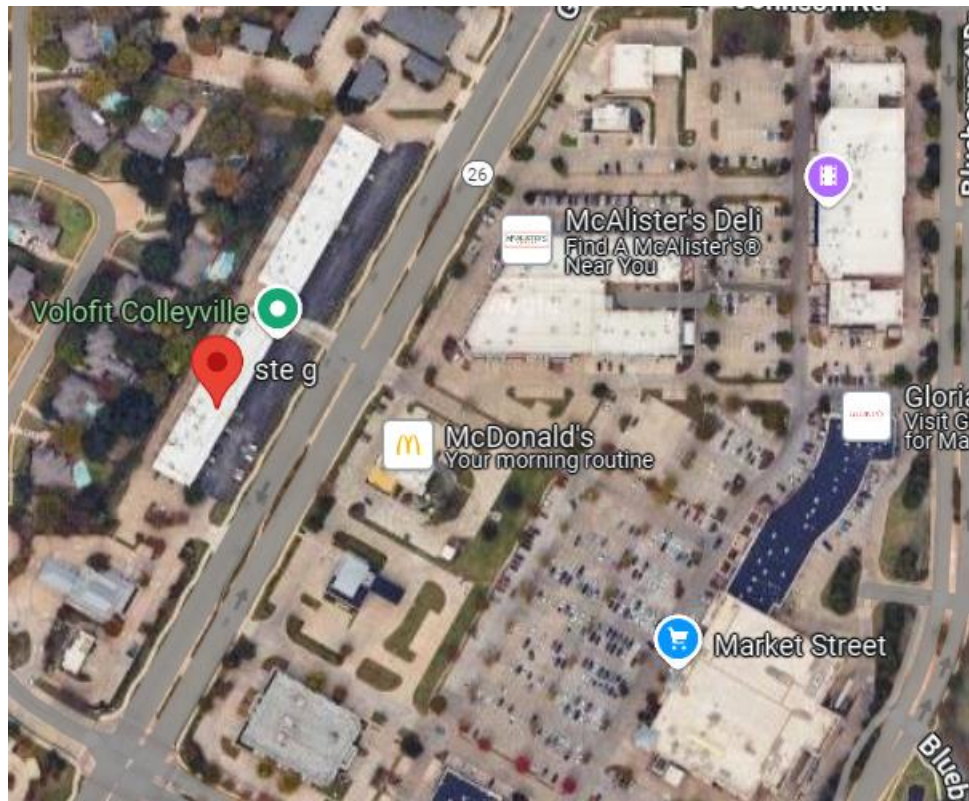
its rural feel and the proximity to modern luxuries including a variety of shops, restaurants and service.

Colleyville started as a community of neighborhoods and continues that quiet, friendly, and charming atmosphere as a municipality, despite being just minutes away from D/FW Airport. In 2022, Colleyville, TX had a population of 25.9k people with a median age of 47.3 and a median household income of \$196,298. Between 2021 and 2022 the population of Colleyville, TX grew from 25,827 to 25,876, a 0.19% increase and its median household income grew from \$180,698 to \$196,298, a 8.63% increase. LIQUOR MART Location will be primarily serving the residents, aged 21 and older who live within a 5- mile radius of our store. The demographics of these customers are as follows:

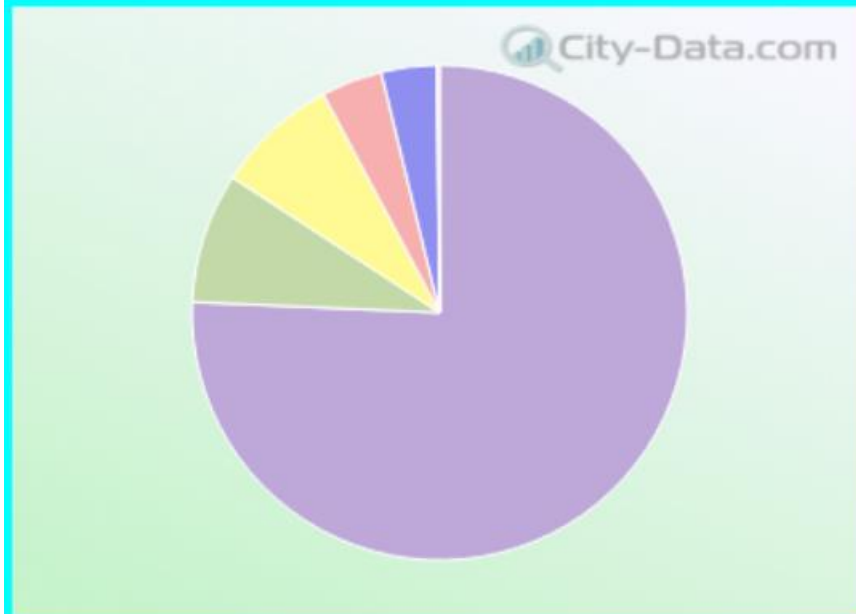
- ❖ 25,876 residents
- ❖ 1,750 workers (who do not live the neighborhood)
- ❖ Average income of \$196,298
- ❖ 73.26% married
- ❖ 66.6% in Mgt./Professional occupations
- ❖ Median age: 35.5 years







Races in Colleyville, TX (2022)



White (73.8%)	Hispanic (8.3%)
Asian (7.8%)	Black (3.9%)
2+ races (3.5%)	American Indian (0.2%)

Demographics

Population

1990	2000	2010	2021	2022	2023	2024 ESTIMATE**
12,724	19,936	22,807	25,827	25,850	25,747	25,800

Households

2010	2022	2023 ESTIMATE**	2024 ESTIMATE**
8,114	9,258		

* 2022 U.S. Census

***Annual *Population Estimates*, North Central Texas Council of Governments

2022* Average Household Income: \$196,298

2022* Median Household Income: \$180,698

2022* Average Household Size: 2.79

2022* Per Capita Income: \$92,557

2022* Median Age: 47.3

PROFESSIONAL SUPPORT, PERSONAL TOUCH FROM COLLEYVILLE

In a metroplex full of suits and deals, Colleyville stands apart as a City with both professional expertise and the personal interactions more often found in a small town. City is very responsive, returning calls quickly and often available to meet on-site the same day if desired. It is common to share information with personal visits and hand-delivered letters, in addition to the traditional website, newsletter, and social media platforms. During the pandemic, the City's Business Outreach Team went door-to-door ensuring that business owners had the latest information about re-opening regulations and programs available to support them.

When brainstorming new ways to support local businesses, feedback from those businesses is included. From a recent survey, we learned that businesses are most in need of customers and that the City's gift card program has been the most helpful support program offered. This feedback directly led to a new edition of our gift card program for the month of February ("Cupid Cash") that is expanded to also bring some new customers to town. Gift cards were mailed to all households as usual, with additional cards shared with local schools and teachers, first responders in our surrounding cities that provide mutual aid, and healthcare workers. Town always able to "show some love" to Colleyville businesses AND appreciate those who also serve our community, ultimately bringing new customers to those businesses just as requested in the survey. In Colleyville, team works to limit the red tape, allowing us to act quickly when appropriate. We wear our creative hats daily, understanding that each business has unique circumstances and needs. The combination of support that is personal, adapted to the need, and accomplished quickly creates strong partnerships with local businesses. On more than one occasion, a business has decided to come to Colleyville because of this exact responsiveness.

COLLEYVILLE

SMALL TOWN CHARM BIG CITY CONVENIENCES



Award Winning Community
Police, Fire, Library,
Parks and Recreation,
Finance, Economic Development
Community Development, Public Works



26,057 People



9,311 Households



48.6
Median Age



13.1
Square Miles



\$163,509
Median Household
Income



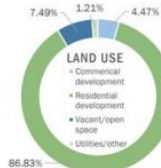
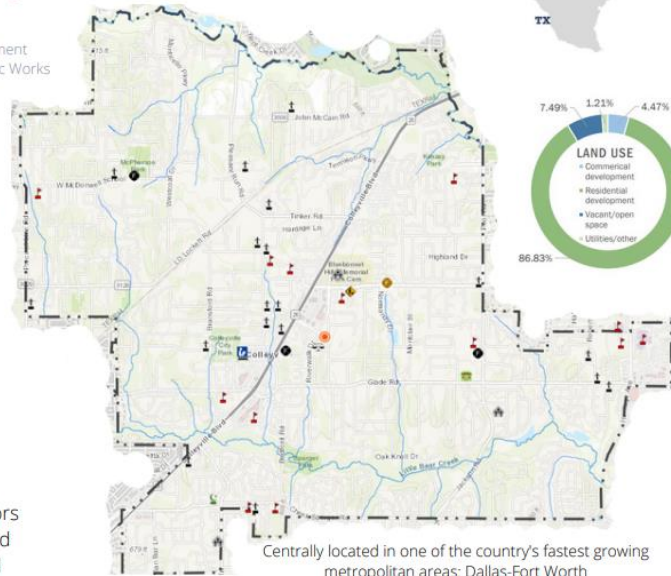
69% Hold Bachelors
Degree or Beyond
Highly Educated
Population



**GRAPEVINE
COLLEYVILLE
INDEPENDENT SCHOOL DISTRICT**
#2 Best School District in
Dallas Fort Worth Area
#4 Best School District in Texas



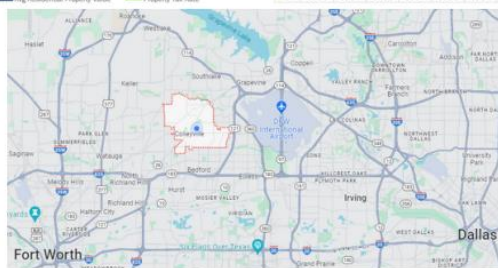
City Grant Programs for Businesses
Gift Card Program for Residents
Promotional Programs for Local Businesses



PROPERTY TAX RATE + PROPERTY VALUE



OCCUPANCY RATES BY FISCAL YEAR



Management Team

LIQUOR MART is led by Dhaval Solanki and Yuvrajsinh Vaghela has management and day to day operations experience in Liquor. Both has an in-depth knowledge of the liquor business including the operations side (e.g., running day-to-day operations) and the business management side (e.g., staffing, marketing, etc.).

Success Factors

LIQUOR MART uniquely qualified to succeed for the following reasons:

- There are few quality liquor stores in the community we are entering. In addition, we have surveyed the local population and received extremely positive feedback saying that they explicitly want to frequent our business when launched.
- Our location is in a mid-value-volume area with direct and foot traffic, and will thus be highly convenient to significant numbers of passersby each day.
- The management team has a track record of success in managing and owning business from last few years.
- The liquor store business is a proven business and has succeeded in communities throughout the United States.

Financial Highlights

Top line projections over the next three years are as follows:

Balance Sheet Forecast

	Projected 12/31/25	Projected 12/31/2026	Projected 12/31/2027	Projected 12/31/2028
Assets				
<u>Current Assets</u>				
Cash in bank	\$100,000	\$140,000	\$150,000	\$150,000
Accounts receivable				
Inventory	267,964			
Prepaid expenses		-	-	-
Other current assets	100,000	401,000	453,000	505,000
Total Current Assets	<u>\$467,964</u>	<u>\$541,000</u>	<u>\$603,000</u>	<u>\$655,000</u>
<u>Fixed Assets</u>				
Furniture & fixtures	\$9,000	\$10,000	\$11,500	\$12,500
Leasehold Improvement	4,602	5,000	6,000	6,500
computer related equipment	11,333	11,500	12,000	12,500
Signs	3,951			
Security Deposit	3,726	3,726	3,726	3,726
(LESS accumulated depreciation on all fixed assets)	<u>(3,726)</u>	<u>3,726</u>	<u>3,726</u>	<u>3,726</u>
Total Fixed Assets (net of depreciation)	<u>\$28,886</u>	<u>\$33,952</u>	<u>\$36,952</u>	<u>\$38,952</u>
<u>Other Assets</u>				
Intangibles	\$-	\$-	\$-	\$-
Deposits		-	-	-
Goodwill		-	-	-
Other		-	-	-
Total Other Assets	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>
TOTAL Assets	<u>\$496,850</u>	<u>\$574,952</u>	<u>\$- \$639,952</u>	<u>\$- \$693,952</u>
Liabilities and Equity				
<u>Current Liabilities</u>				
Total Accounts payable	\$25,000	\$25,400	\$26,100	\$26,900
Interest payable	-	-	-	-

Taxes payable					
Notes, short-term (due within 12 months)	-	-	-	-	-
Current part, long-term debt	-	-	-	-	-
Other current liabilities	5,400	5,600	5,900	6,200	
Total Current Liabilities	<u>\$30,400</u>	<u>\$31,000</u>	<u>\$32,000</u>	<u>\$33,100</u>	
<u>Long-term Debt</u>					
Bank loans payable	\$-	\$108,408	\$108,408	\$108,408	
Notes payable to LLC members	155,000	172,000	176,000	181,000	
LESS: Short-term portion	-	-	-	-	
Other long term debt	-	-	-	-	
Total Long-term Debt	<u>\$155,000</u>	<u>\$280,408</u>	<u>\$284,408</u>	<u>\$289,408</u>	
Total Liabilities	<u><u>\$185,400</u></u>	<u><u>\$311,408</u></u>	<u><u>\$316,408</u></u>	<u><u>\$322,508</u></u>	
Total Liabilities & Equity	<u><u>\$185,400</u></u>	<u><u>\$311,408</u></u>	<u><u>\$316,408</u></u>	<u><u>\$322,508</u></u>	

Company Overview

LIQUOR MART, located at 5600 Colleyville Boulevard Suite G Colleyville Texas 76034, TX 75068 will be a community and quality focused liquor stores brand based out of COLLEYVILLE, TX. LIQUOR MART will strive to offer customers a unique alcohol-buying experience along with the widest variety of product offerings available anywhere in the area. The company flagship store will foster a friendly, warm and consultative environment while keeping both prices checkout time low. Through improved merchandising and an upgraded sampling, handling and delivery process, the company will strive to transform the in-store alcohol buying experience for consumers while creating a unique and distinctive brand identity, differentiation and brand recall for itself.

Liquor Mart's product offerings will include Comprehensive range of Whiskey, Cognac, Vodka, Tequila, Rums, Champagnes, Wines, Beers and tobacco products. The company will provide customers unprecedented access to both luxury and mainstream brands, at fair and affordable prices. While wines and liquor will be the Company's primary product offering.

Liquor Mart is founded by Yuvrajsinh Vaghela and Dhaval Solanki. It was in Dec 22nd that they decided to buy Liquor stores in DFW area, and making their own brand Liquor Mart. Specifically, during this time, Yuvrajsinh Vaghela, and Dhaval Solanki, took a visit to COLLEYVILLE Town. After several discussions Yuvrajsinh Vaghela, and Dhaval Solanki clearly understood that business would enjoy significant success of their own.

Specifically, the customer demographics and competitive situations in the area were so similar that we knew it would work. Furthermore, after surveying the local population, this theory was proven.

LIQUOR MART History

- First location bought in 2017 in Allen Texas. LIQUOR MART - ALLEN
- Second location bought in 2021 in Little Elm Town Texas LIQUOR MART- LITTLE ELM
- Third location bought in 2022 in Plano Texas Area LIQUOR MART- PLANO
- FORTH location under construction in 2024 in Plano Texas

Liquor Mart's Products

Below is Liquor Mart List or product categories:

- Beer
- Wine
- Whiskey
- Cognac
- Vodka
- Tequila
- Rum
- Champagnes
- Tobacco products

Besides the largest and most varied inventory in the county, the company will promise that the store either carries the customer's alcohol of choice or can source it from an external third-party. This offer will successfully establish the company as the ultimate and final source for high quality, niche and rare alcohols in the entire area.

Store Design

Liquor Mart Store include the following:

- Main store
- Storage Room
- Coolers
- Tasting area
- Wine Racks
- Liquor Displays
- Check-Out Counter
- Restroom
- Water Source

The retail location has 10 direct parking spots including 30+ shared parking spots with other business which should suffice even in peak hours. Liquor Mart will be open 6 days a week, from 10 AM to 9 PM.

Industry Analysis

Liquor Mart directly or indirectly competes with all liquor stores nearby our store. Competition will come from other liquor stores.

Industry Statistics & Trends

The following industry size facts and statistics bode well for Liquor Mart.

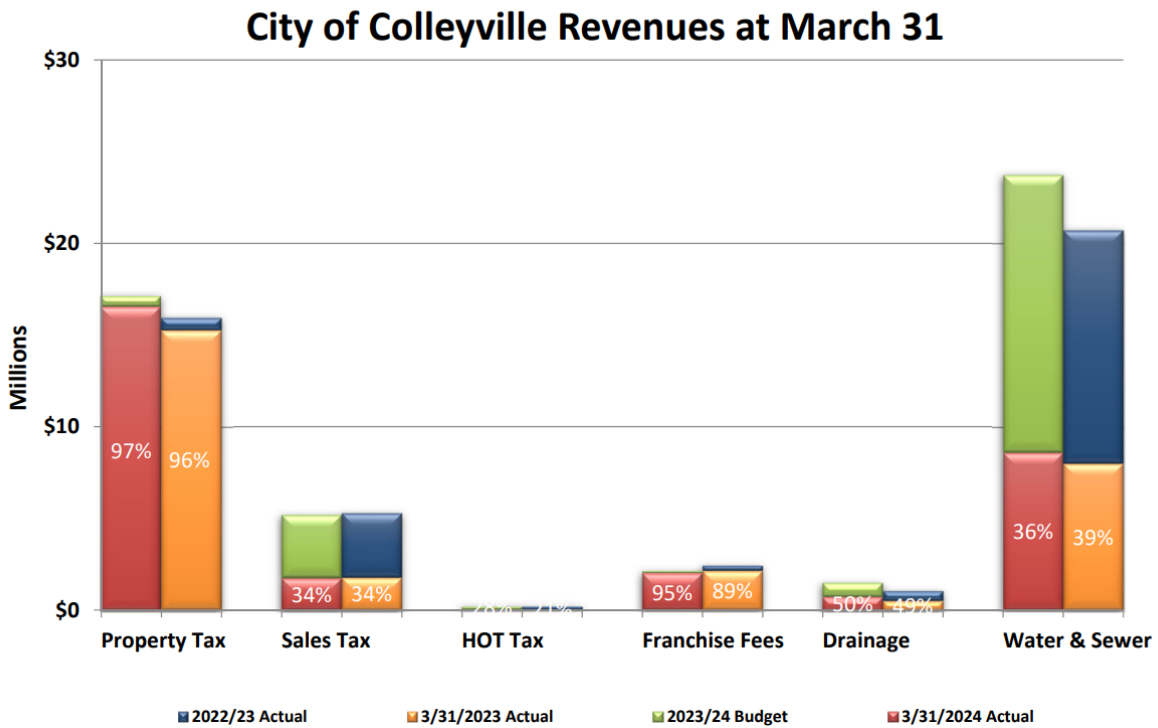
- Total US revenue for Beer, Wine & Liquor Stores stood at \$25.2 billion last year with total industry net income of \$3.8 billion. Projected annual growth is forecast to be 2.9% over the next five years.
- A sustained consumer shift away from drinking at restaurants, bars and nightclubs, towards drinking at home. Sales of alcoholic beverages at bars and restaurants fell 4.6% in 2010, while sales at liquor stores, supermarkets and other retailers for “at home” drinking rose 9.3%. Americans are consuming 10 drinks on average each month at home, compared with only 5.7 drinks in bars and restaurants.
- Per capita consumption of alcohol is growing across the United States, today 67% of Americans are active drinkers, the highest since 1985.
- Despite the worst recession in nearly 80 years, alcohol stores have proven to be largely recession proof with liquor store revenues expanding 9% in 2008, 1% in 2009 and 9.3%. Industry experts are forecasting sustained revenue growth for liquor manufacturers and stores across the United States.
- Deregulation of state-run liquor stores, coupled with revitalization in consumer demand, bolstered industry revenue. In particular, many consumers switched to low-cost liquor in economical packaging, which kept industry revenue afloat.

Customer Analysis

Demographic Profile of Target Market. Liquor Mart will serve the residents of 5600 Colleyville Boulevard Suite G Colleyville Texas 76034, TX 75068 and the immediately surrounding areas. The area residents we serve are affluent and are expected spend more on beer, liquor and wine per capita than the national averages.

Major Revenue Outlines:

- Property taxes – Collected 96.6% of the fiscal year's total budget, amounting to \$16.5 million.
- Sales tax – Collections for April (reflecting February purchases) are up 4.85% year-over-year.
- Hotel Occupancy tax – Achieved 28.3% of the fiscal year's budget, totaling \$57 thousand.
- Franchise fees – Garnered 95.2% of the fiscal year's total budget, equaling \$2.0 million.
- Water and Sewer sales – Collections stand at 36.3% of the fiscal year's budget, reaching \$8.6 million.
- Drainage fees – Achieved 49.6% of the fiscal year's budget, with total collections at \$722 thousand.



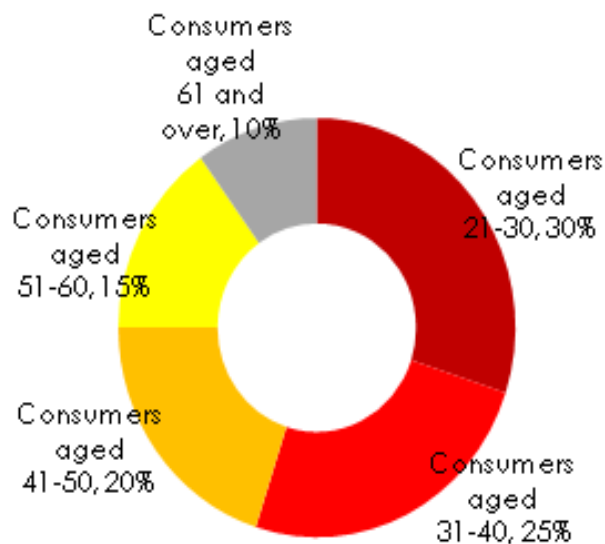
Property and Sales Taxes

- Colleyville real and personal property for 2022-2023 is \$0.629900 per \$100 in value.
- Colleyville sales tax is 8.25% which includes 6.25% Texas sales tax

Customer Segmentation

In the United States, there are a total of 313 million people with over 222 million of the total population over the age of 21 years. The major age demographic for consumers who purchase liquor is between the age of 21 and 30 years, followed by consumers aged 31 to 40 years. We will primarily target the following customer segments:

Alcoholic Beverage Consumer Demographics



Competitive Analysis

Direct & Indirect Competitors

The following liquor stores are located within a 5-mile radius of Liquor Mart thus providing either direct or indirect competition for customers:

- Goody Goody
- Bear Creek Spirits and Wine
- Fossil Creek Liquor
- Mirage Fine Spirits

Competitive Advantage

Liquor Mart enjoys several advantages over its competitors. These advantages include:

- **Mid-End Focus:** Liquor Mart will focus solely on Mid-end beer, wine and liquor lovers, which is a fast-growing market segment by revenue. By focusing on mid-end customers, vs. the mass market, we can provide a personalized, meaningful shopping experience.
- **Management:** Our management team has years of management experience that allows us to sell to and serve customers in a much more sophisticated manner than our competitors.

Marketing Plan

The Marketing Plan describes the type of brand Liquor Mart seeks to create and the Company's planned promotions and pricing strategies.

The Liquor Mart brand will focus on the Company's unique value proposition:

- Offering personalized, curated beer, wine and liquor selections in an intimate environment
- Rotating products to always offer the latest selections
- Providing excellent customer service

Promotions Strategy

Liquor Mart expects its target market to be individuals living within a 5-mile radius of its store. The Company's promotions strategy to reach these individuals includes:

Direct Mail

Liquor Mart will blanket neighborhoods surrounding its locations with direct mail pieces. These pieces will offer discounts and/or provide other inducements for people to visit the store.

Online/ Offline Advertising

Liquor Mart will promote extensively through Google, Google maps, Yelp, Facebook and Instagram also sponsor community events to gain public presence.

Ongoing Customer Communications

Liquor Mart will maintain a website to tell customers about new events, products, and more.

Pricing Strategy

Liquor Mart pricing will be appropriate for the high quality and level of service associated with the store.

Operations Plan

Functional Roles

To execute on Liquor Mart's business model, the Company needs to perform many functions including the following:

Administrative Functions

- General & administrative functions including legal, marketing, bookkeeping, etc.
- Sourcing suppliers and managing supplier relations
- Hiring and training staff
- Use reference "Operating agreement" for detail info

Retail Functions

- Customer service and check-out
- Gift wrapping
- Display stock, rotation and design
- Janitor/maintenance personnel to keep the store clean

Management Team

Management Team Members

Liquor Mart is led by Yuvrajsinh Vaghela, and Dhaval Solanki who has management experience in the business for several years and has an in-depth knowledge of the liquor business including:

- Store operations and management
- Floor sales
- Display design
- Retail marketing
- Hiring and training workers
- Liquor trends

Yuvrajsinh Vaghela, and Dhaval Solanki graduated from the University of Findlay where they have majored in Master in Business Administration.

Staffing Plan

Yuvrajsinh Vaghela, and Dhaval Solanki will serve as the store manager and will have several employees working at the same time:

- Assistant Manager (Will handle much of store operations and manage store)
- Check-out and Floor Staff
- Part-Time Bookkeeper (will manage accounts payable, create statements, and execute other administrative functions)

Litigation

There is no current or pending litigation against the owners.

Financial Plan

Revenue and Cost Drivers

The major costs for the company will be cost of goods sold (supplier costs), staff salaries, and rent for a prime location. In the initial years, the company's marketing spend will be high, as it establishes itself in the market.

Capital Requirements and Use of Funds

Liquor Mart will be spending almost \$500,000 for furniture fixtures and inventory.

Financial Statement Disclaimer

Since privately owned companies tend to keep reported profits (and, therefore, taxes) as low as possible, financial recasting is an important step in understanding the earnings capacity of a business. Recasting allows meaningful comparisons with other business opportunities by eliminating excessive and discretionary expenses and non-recurring revenues and expenses, among other things.

Below please find the key assumptions that went into the financial forecast and a summary of the financial projections over the next three years.

Product Type	Percentage
Wine	4%
Liquor	91%
Beer	4%
Food / Soft drinks	1%
Tobacco / Other	1%

3 Year Projected Annual Income Statement

LIQUOR MART, Collyville, TX

		2025	%
Revenue (Sales)			
TAXABLE SALES OF LIQUOR		1,331,072	88.3
TAXABLE SALES OF BEER		62,634	4.2
TAXABLE SALES OF TOBACCO PRODUCTS		20,368	1.4
TAXABLE SALES OF WINE		76,502	5.1
TAXABLE SALES OF GROCERY		16,049	1.1
Other Income		119	0.0
		0	0.0
Total Revenue (Sales)		1,506,744	100.0

Cost of Good Sales			
General Business	/other Income	1,132,592	75.2

Gross Profit		374,152	24.8
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Expenses

WAGES AND SALARY EXPENSE		72,924	4.8
PAYROLL TAXES EXPENSES		7,428	0.5
FINTECH SERVICE FEE		240	0.0
CASH SHORT		96	0.0
INSURANCE-PROPERTY		1,662	0.1
LICENSES & PERMITS		168	0.0
DONATION		252	0.0
PRINTING AND COPYING		60	0.0
RENT OCCUPANCY		60,636	4.0
PROFESSIONAL FEES		7,800	0.5
REPAIRS & MAINTENANCE		27,048	1.8
SECURITY		348	0.0
CREDIT CARD- OTHERS		43,374	2.9
TELEPHONE		1,368	0.1
UTILITY EXPENSES		5,076	0.3
Royalties		0	0.0
National Advertising Fund		0	0.0
Misc. (unspecified)		0	0.0
Total Expenses		228,480	15.2

Net Profit Before Taxes

Income Taxes

0.0

Net Operating Income

145,672

9.7

		2026	%
Revenue (Sales)			
TAXABLE SALES OF LIQUOR		1,427,536	91.9
TAXABLE SALES OF BEER		49,765	3.2
TAXABLE SALES OF TOBACCO PRODUCTS		8,291	0.5
TAXABLE SALES OF WINE		54,762	3.5
TAXABLE SALES OF GROCERY		12,850	0.8
Other Income		0	0.0
		0	0.0
Total Revenue (Sales)		1,553,204	100.0

Cost of Good Sales
General Business
/other Income

1,148,492

73.9

Gross Profit

404,712

26.1

Expenses

WAGES AND SALARY EXPENSE		75,468	4.9
PAYROLL TAXES EXPENSES		8,988	0.6
FINTECH SERVICE FEE		300	0.0
CASH SHORT		96	0.0
INSURANCE-PROPERTY		1,662	0.1
LICENSES & PERMITS		168	0.0
DONATION		252	0.0
PRINTING AND COPYING		60	0.0
RENT OCCUPANCY		64,236	4.1
PROFESSIONAL FEES		9,000	0.6
REPAIRS & MAINTENANCE		39,474	2.5
SECURITY		348	0.0
CREDIT CARD- OTHERS		38,544	2.5
TELEPHONE		1,368	0.1
UTILITY EXPENSES		5,076	0.3
Royalties		0	0.0
National Advertising Fund		0	0.0
Misc. (unspecified)		0	0.0
Total Expenses		245,040	15.8

Net Profit Before Taxes

Income Taxes

0.0

Net Operating Income

159,672

10.3

		2027	%
Revenue (Sales)			
TAXABLE SALES OF LIQUOR		1,448,563	91.5
TAXABLE SALES OF BEER		46,663	2.9
TAXABLE SALES OF TOBACCO PRODUCTS		9,778	0.6
TAXABLE SALES OF WINE		56,257	3.6
TAXABLE SALES OF GROCERY		22,551	1.4
Other Income		0	0.0
		0	0.0
Total Revenue (Sales)		1,583,813	100.0

Cost of Good Sales

General Business

/other Income

1,182,392

74.7

Gross Profit

401,421

25.3

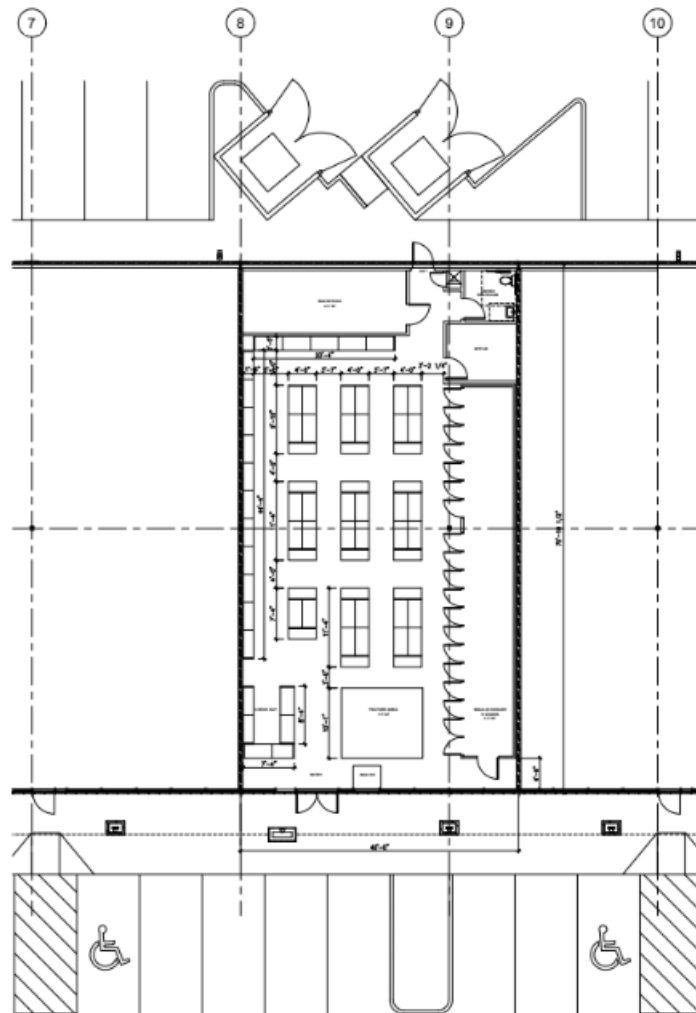
Expenses

WAGES AND SALARY EXPENSE		76,068	4.8
PAYROLL TAXES EXPENSES		9,324	0.6
FINTECH SERVICE FEE		300	0.0
CASH SHORT		96	0.0
INSURANCE-PROPERTY		1,662	0.1
LICENSES & PERMITS		168	0.0
DONATION		252	0.0
PRINTING AND COPYING		60	0.0
RENT OCCUPANCY		66,636	4.2
PROFESSIONAL FEES		9,000	0.6
REPAIRS & MAINTENANCE		28,848	1.8
SECURITY		348	0.0
CREDIT CARD- OTHERS		38,544	2.4
TELEPHONE		1,368	0.1
UTILITY EXPENSES		5,076	0.3
Royalties		0	0.0
National Advertising Fund		0	0.0
Misc. (unspecified)		0	0.0
Total Expenses		237,750	15.0

Net Profit Before Taxes

Income Taxes		0.0
Net Operating Income	163,671	10.3

Best,
LIQUOR MART TEAM.



LIQUOR STORE ADDRESS

Colleyville Town Square
5600 Colleyville Boulevard Suite G Colleyville Texas 76034

Store Sign

**LIQUOR
MART**

Sample floor Plan



Liquor Mart Future site – Colleyville – Floor layout



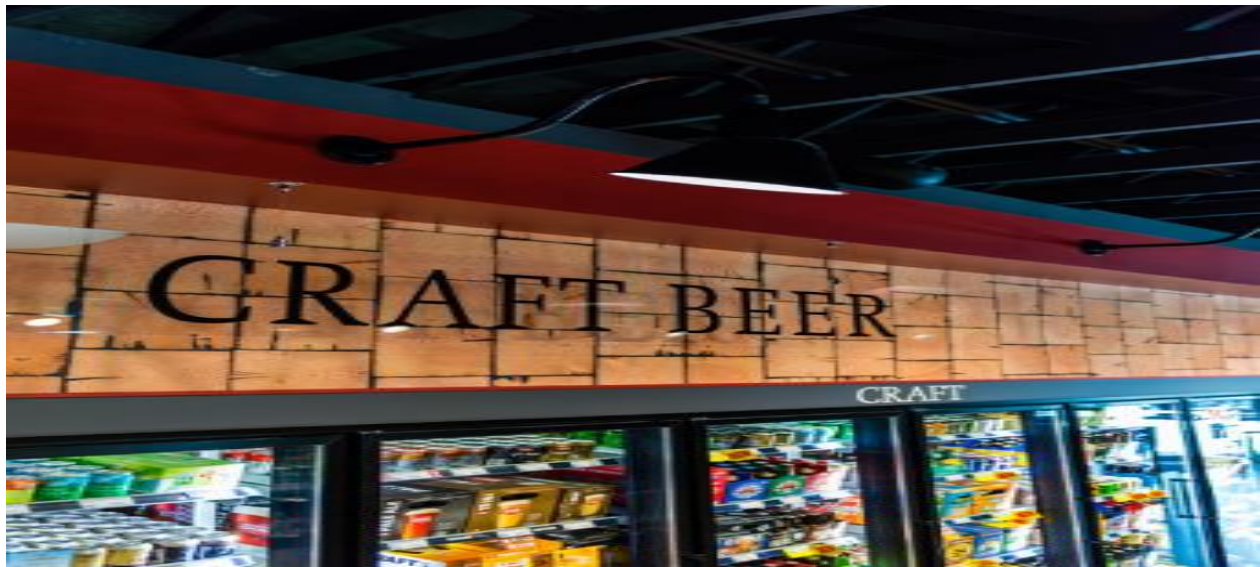
Liquor Mart Future site – Colleyville – Inside shelves layout



Liquor Mart Future site – Colleyville -Store Checkout counter



Liquor Mart Future site – Colleyville – Outside cooler layout



Liquor Mart Future site – Little Elm – Inside cooler layout

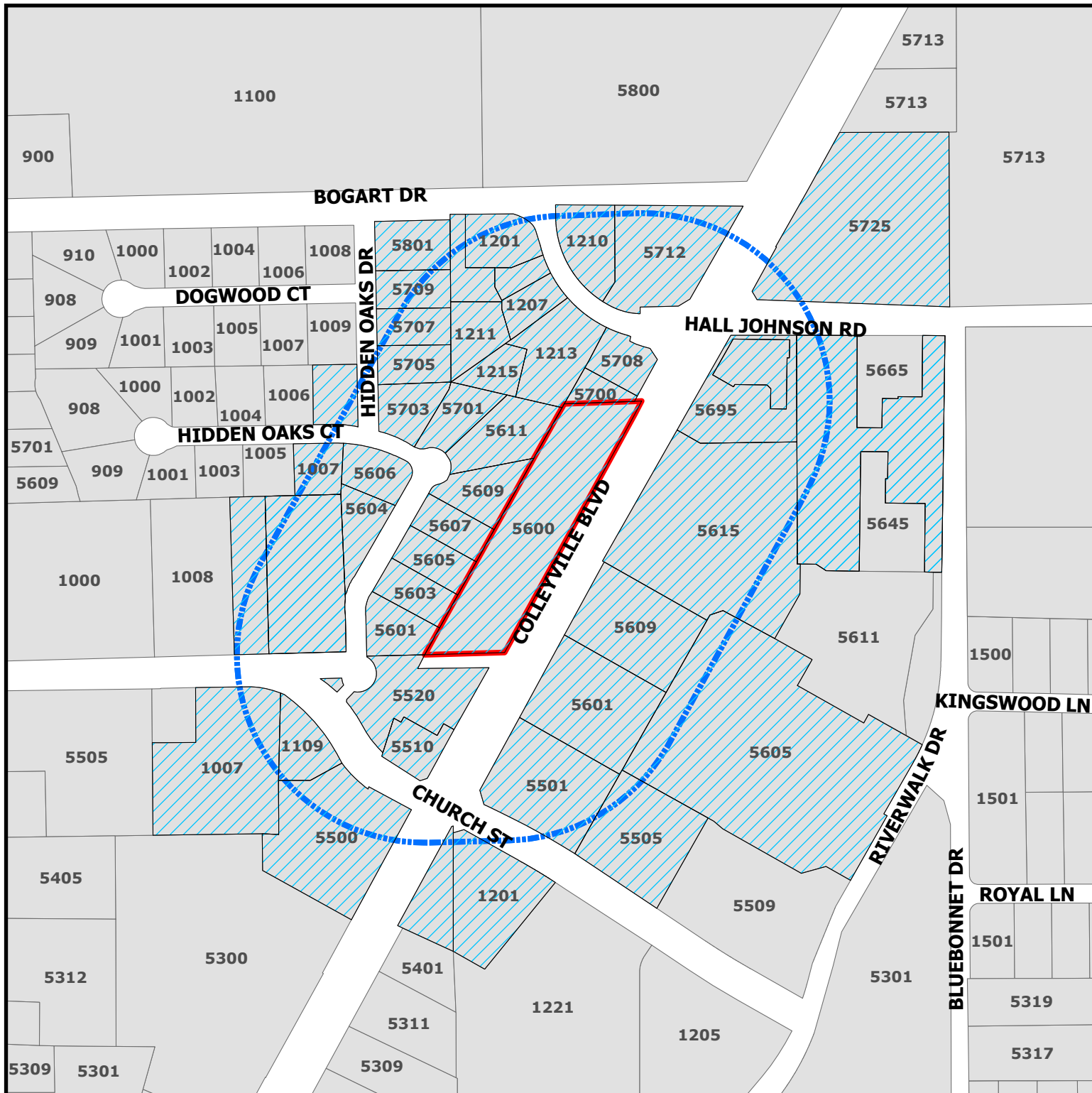


Liquor Mart Future site – Colleyville

Below Wood + Metal Shelves and wooden shelves will be used inside the store.



Notification Map

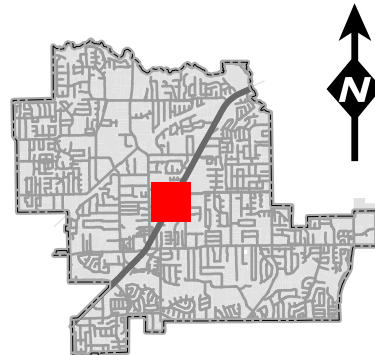


DISCLAIMER:
This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances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

ZC24-016

5600 Colleyville Blvd

-  Parcels to be notified
 Buffer
 Subject Property
 Buffer





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, October 14, 2024 at 7:00 p.m.
City Council Meetings: Wednesday, November 6, 2024 & Tuesday November 19, 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 Package Store Sales – Off-premises Consumption on Lot 1, Block 1, Towne Square Addition. The Special Use Permit request is to allow for a new liquor store to locate within the existing building.

Zoning Case: ZC24-016

Applicant: Andrew Sissney

Owner: Eagle-Colleyville Towne Square

Location: 5600 Colleyville Blvd Unit: G

Property Description: Lot 1, Block 1, of the Towne Center Addition

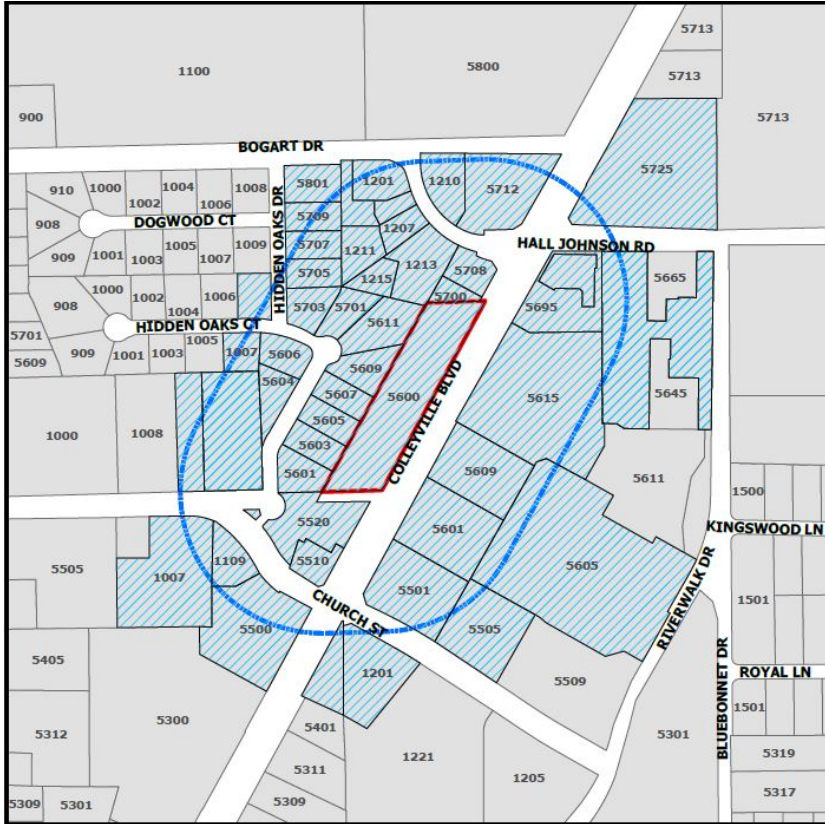
Present Zoning: CC-2 – Shopping Center

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 below:

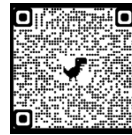
Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034
Citizenletters@Colleyville.com

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.

Kris Potts

Kris Potts
Planner – Urban Forester

Owner_Name	Situs_Addr
FIRST BAPTIST CH COLLEYVILLE	1007 CHURCH ST
PEGASUS LIVING TRUST	1008 HIDDEN OAKS CT
GOODING, JOHN	1007 HIDDEN OAKS CT
LILLIS, JAMES	5606 HIDDEN OAKS DR
CORE-FULMER, SARAH ELIZABETH	5604 HIDDEN OAKS DR
UMLOR, STEVEN H	5801 HIDDEN OAKS DR
LEACH, TERRY	5605 HIDDEN OAKS DR
CORGAN, KYLE D	5603 HIDDEN OAKS DR
CHIVAKULA, LAKSHMI	5601 HIDDEN OAKS DR
HOCH, JEANNE M	5709 HIDDEN OAKS DR
MARSHALL, D MICHAEL	5707 HIDDEN OAKS DR
CUMMINGS, JOHN A	5705 HIDDEN OAKS DR
NYQUIST, JOHN	5703 HIDDEN OAKS DR
ANTONETTI, ROBERT	5701 HIDDEN OAKS DR
GALINDO, LORENA	5611 HIDDEN OAKS DR
FAUCHER, WILLIAM	5609 HIDDEN OAKS DR
RICHMOND, FREDRIC D	5607 HIDDEN OAKS DR
GII SHP EBSW DFW LLC	5500 COLLEYVILLE BLVD
JD JUDD REALTY HOLDINGS LLC	1109 CHURCH ST
2727 PN SPE LLC	5520 COLLEYVILLE BLVD
BLUEBONNET HILLS MEMORIAL PK	5725 COLLEYVILLE BLVD
BEALL LEGACY PARTNERS LP	5712 COLLEYVILLE BLVD
DEDIEGO FAMILY TRUST	5510 COLLEYVILLE BLVD
SVAP III TC COLLEYVILLE LLC	5615 COLLEYVILLE BLVD
CAVALIER INVESTMENT COMPANY INC	5501 COLLEYVILLE BLVD
CHARLES & ROB LTD	5601 COLLEYVILLE BLVD
HJ ROAD 26 LTD	5609 COLLEYVILLE BLVD
JERI & HOLLY LTD	5695 COLLEYVILLE BLVD
MOVIE GRILL CONCEPTS XXVIII LLC	5655 COLLEYVILLE BLVD
BRANCH BANKING & TRUST CO	1201 CHURCH ST
EAGLE-COLLEYVILLE TOWNE SQUARE	5600 COLLEYVILLE BLVD
LA SUSCRITA LLC	5700 COLLEYVILLE BLVD
G W J COMPANY	5708 COLLEYVILLE BLVD
TOGETHER PSYCHOLOGY LLC	1215 HALL JOHNSON RD
BAYOUPEAK INVESTMENTS LLC	1207 HALL JOHNSON RD
M SQUARED T ROOT LLC	1205 HALL JOHNSON RD
JNS LIVING TRUST	1201 HALL JOHNSON RD
ROHANI REAL PROPERTIES LLC	1209 HALL JOHNSON RD
GLTM INVESTMENTS LLC	1211 HALL JOHNSON RD
R P GANTOS VENTURES LLC	5413 COLLEYVILLE BLVD
DIOCESE OF NEWTON FOR THE MELKITES IN THE UNITE	1008 CHURCH ST
HIDDEN OAKS ESTATES	COURTESY NOTICE
KINGSWOOD ESTATES-COLLEYVILLE	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED

ORDINANCE O-24-2303

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 3.18 ACRES, BEING LOT 1, BLOCK 1, TOWNE SQUARE ADDITION, LOCATED AT 5600 COLLEYVILLE BOULEVARD, SUITE G, BY AUTHORIZING A SPECIAL USE PERMIT FOR PACKAGE STORE SALES – OFF-PREMISES CONSUMPTION FOR THE BUSINESS KNOWN AS LIQUOR MART; 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 for Package Store Sales – Off-premises Consumption Case No. ZC24-016; 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 Package Store Sales – Off-premise Consumption on 3.18 acres, being Lot 1, Block 1, of the Towne Square Addition, located at 5600 Colleyville

Boulevard, Suite G, for the business known as Liquor Mart, 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 apply to the Liquor Mart business only.
- b. The name of the business authorized for Package Store Sales – Off-premises Consumption by this Special Use Permit shall be called "Liquor Mart".
- c. The hours of operation shall be Monday through Saturday from 10 a.m. to 9 p.m.
- d. No tobacco, CBD, and associated paraphernalia sales shall be allowed.
- e. No window signs shall be allowed. No neon signs or other interior signs shall be visible from outside the use.
- f. The building sign must be approved by the City.
- g. The Special Use Permit shall automatically expire upon the abandonment of the business, change in use, a change in ownership or upon the expiration or termination of the Certificate of Occupancy.
- h. 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 6th day of November 2024.

The second reading and public hearing being conducted on the 19th day of November 2024.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 19TH DAY OF NOVEMBER 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	Bobby Lindamood
City Secretary	Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Location and Zoning Map

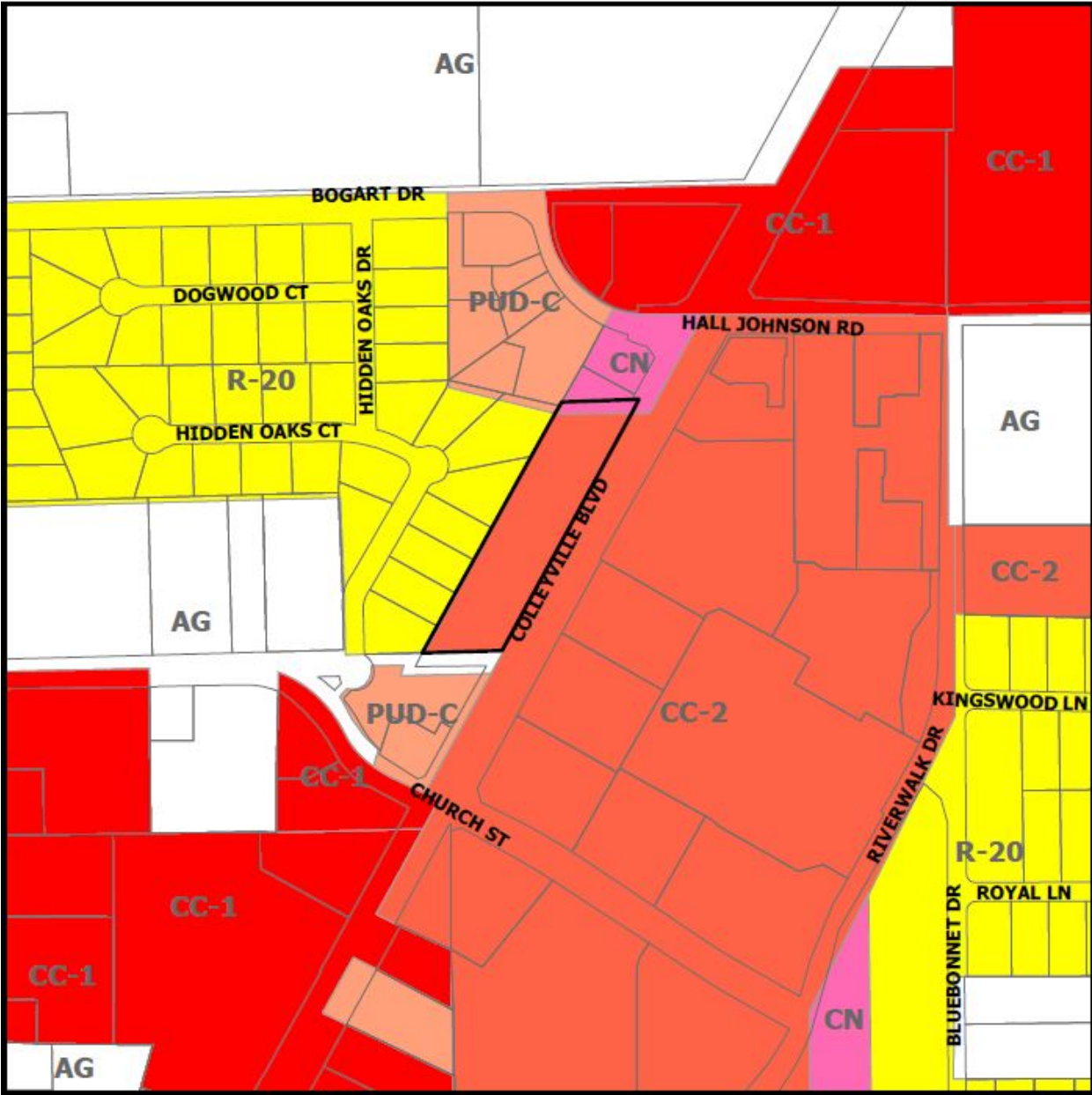


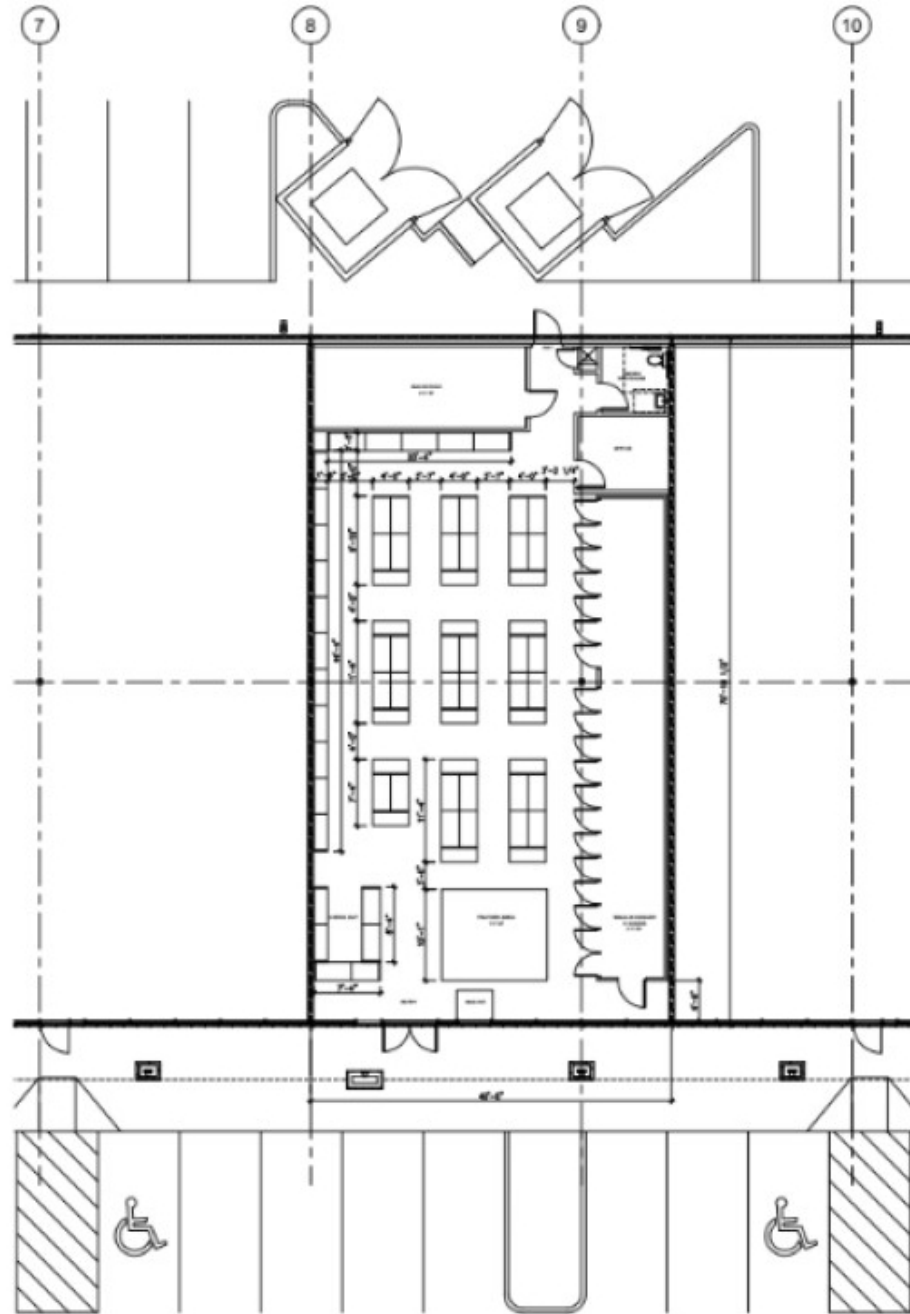
Exhibit "B" – Store Exhibit

Sample floor Plan



Store Sign

**LIQUOR
MART**





CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 6c

Agenda Date 11/19/2024

Number Ordinance O-24-2304

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for a residential carport on Lot 2, Block 1, Arbor Estates II Addition, being located at 5503 Sycamore Drive, Case ZC24-018

Explanation

Second Reading and Public Hearing

The homeowner was present and answered questions from the Council. Two citizens came forward during the public hearing and spoke about concerns of property values and the approval process.

Previously, a super-majority vote was required due to opposition. No change of zoning where exists a protest against such change, signed by the owners of twenty (20) percent or more of either the area of lots or land included in such proposed change, or lots or land immediately adjoining same and extending two hundred (200) feet therefrom, filed with the City Secretary, shall be passed except by a favorable vote of three-fourths (3/4) of all members of the City Council. The calculated opposition of the adjacent property previously was approximately 33%. However, several adjacent property owners have formally rescinded their opposition. The new calculated opposition is approximately 14%. Therefore, no super-majority vote is required.

First Reading and Public Hearing

Tommy's Carports & Patio Covers, the applicant, has submitted a request for a Special Use Permit to allow for a residential carport on Lot 2, Block 1, of the Arbor Estates II Addition, being approximately 0.47 acres, and zoned R-20 Single Family Residential.

Existing Conditions/Background: The subject property, 5503 Sycamore Drive, is zoned R-20 Single Family Residential. It is located on the east side of Sycamore Drive, north of the intersection with Poplar Lane. 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

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.

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 a detached carport. The carport is 20 feet in length, 10 feet in width, and 200 square feet in area. The carport is located 10 feet away from the primary structure and is 6 feet from the side property line. The structure will be composed of cedar and masonry material in conformance with the design criteria of the Land Development Code.

Plat Status: The property is platted as Lot 2, Block 1, Arbor Estates II Addition.

DRC Review: The DRC reviewed the request during their September 23, 2024 meeting and provided the following comments:

1. Please provide an updated site plan with dimensions and showing more clearly where the carport will be placed on the lot. Will additional concrete base be poured or will it be over the existing driveway?
2. Provide updated elevations drawings with all dimensions, including the height from base grade elevation to start of roof line, as well as the overall height. Updated drawings can be hand drawn, but should have dimensions and be drawn to scale.
3. Provide side elevation drawing so rear posts are visible.

Drainage: NA

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

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for residential development. The proposed SUP does not conflict with any portion of the comprehensive plan.

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.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of the request at their October 14, 2024 meeting by a vote of 7-0.

Financial Impact

There is no financial impact to the City.

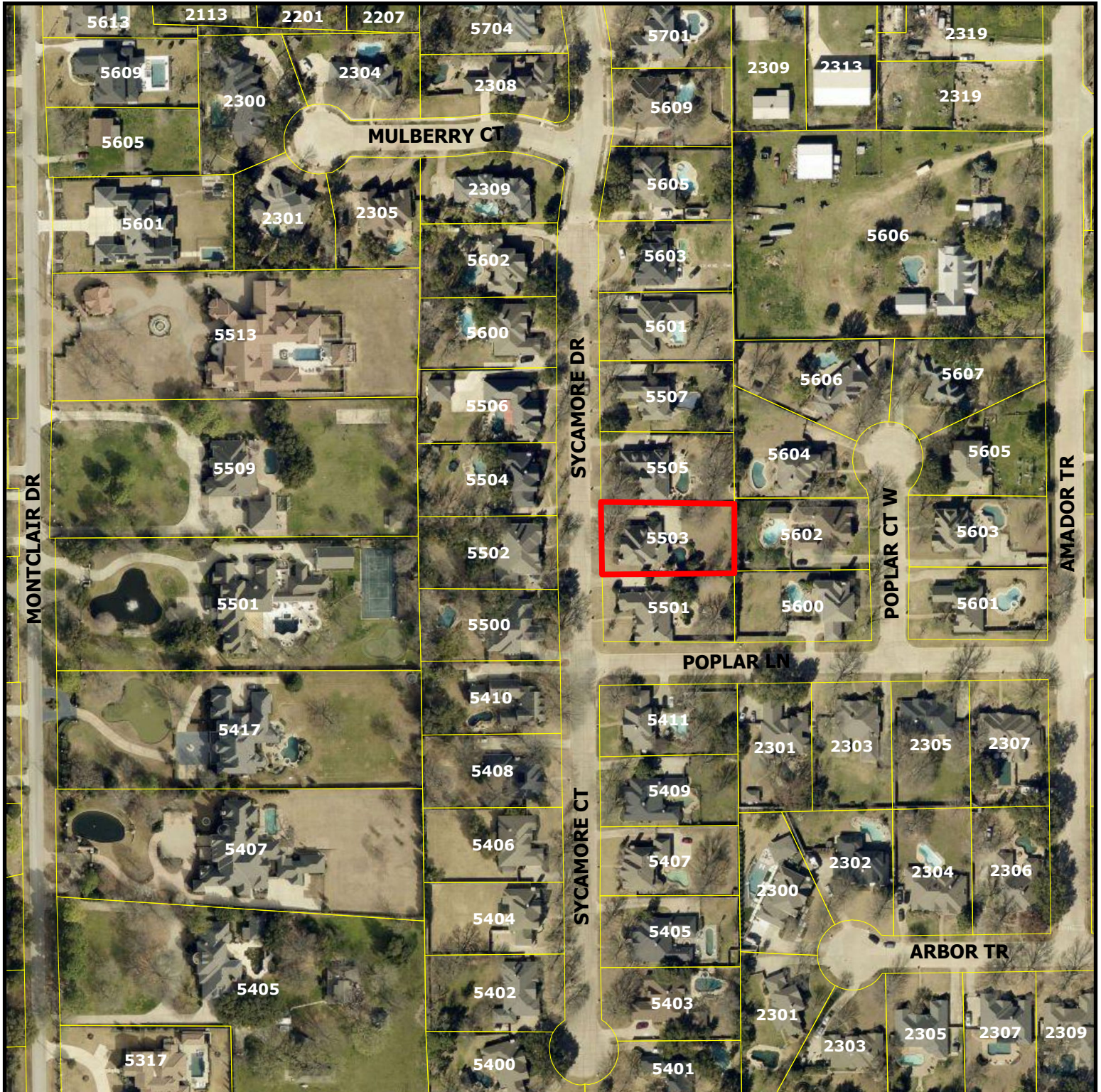
Recommendation

None

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Site Plan Exhibit
5. Updated Building Plans
6. Elevation Exhibits
7. Notification Map
8. Notification Letter
9. Notification List
10. Letter Received
11. Opposition Map
12. Opposition Report
13. Opposition Rescinded 11.14.2024
14. Updated Opposition Map
15. Updated Opposition Report
16. Ordinance O-24-2304

Aerial Map

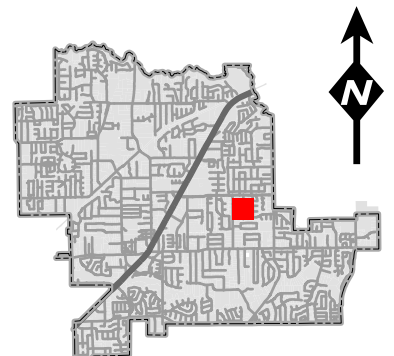


ZC24-018

5503 Sycamore Drive

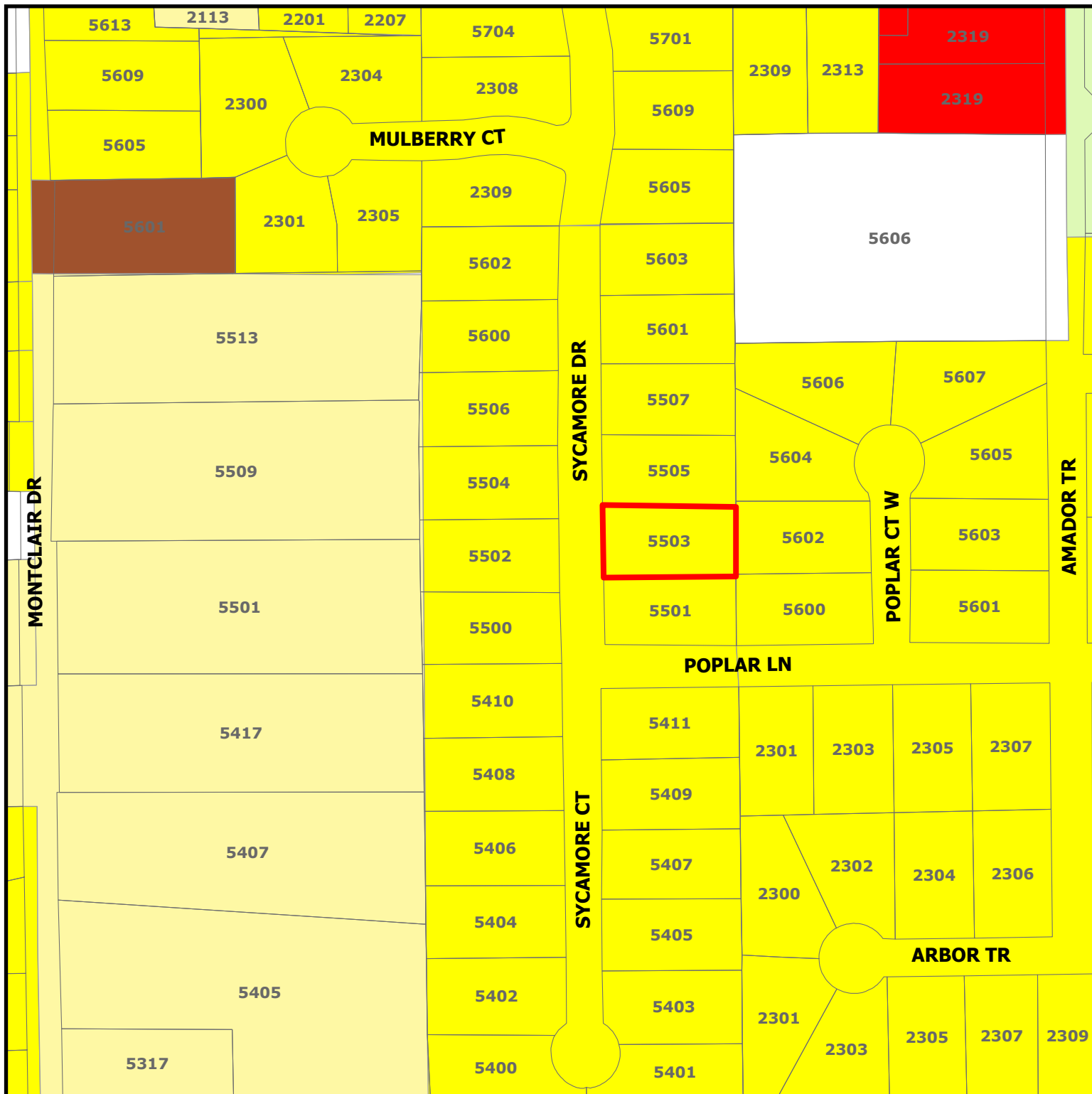


Subject Property



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Zoning Map



ZC24-018

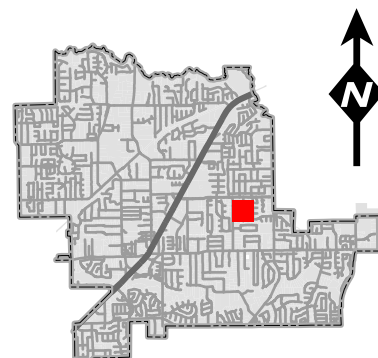
5503 Sycamore Drive

DISCLAIMER:

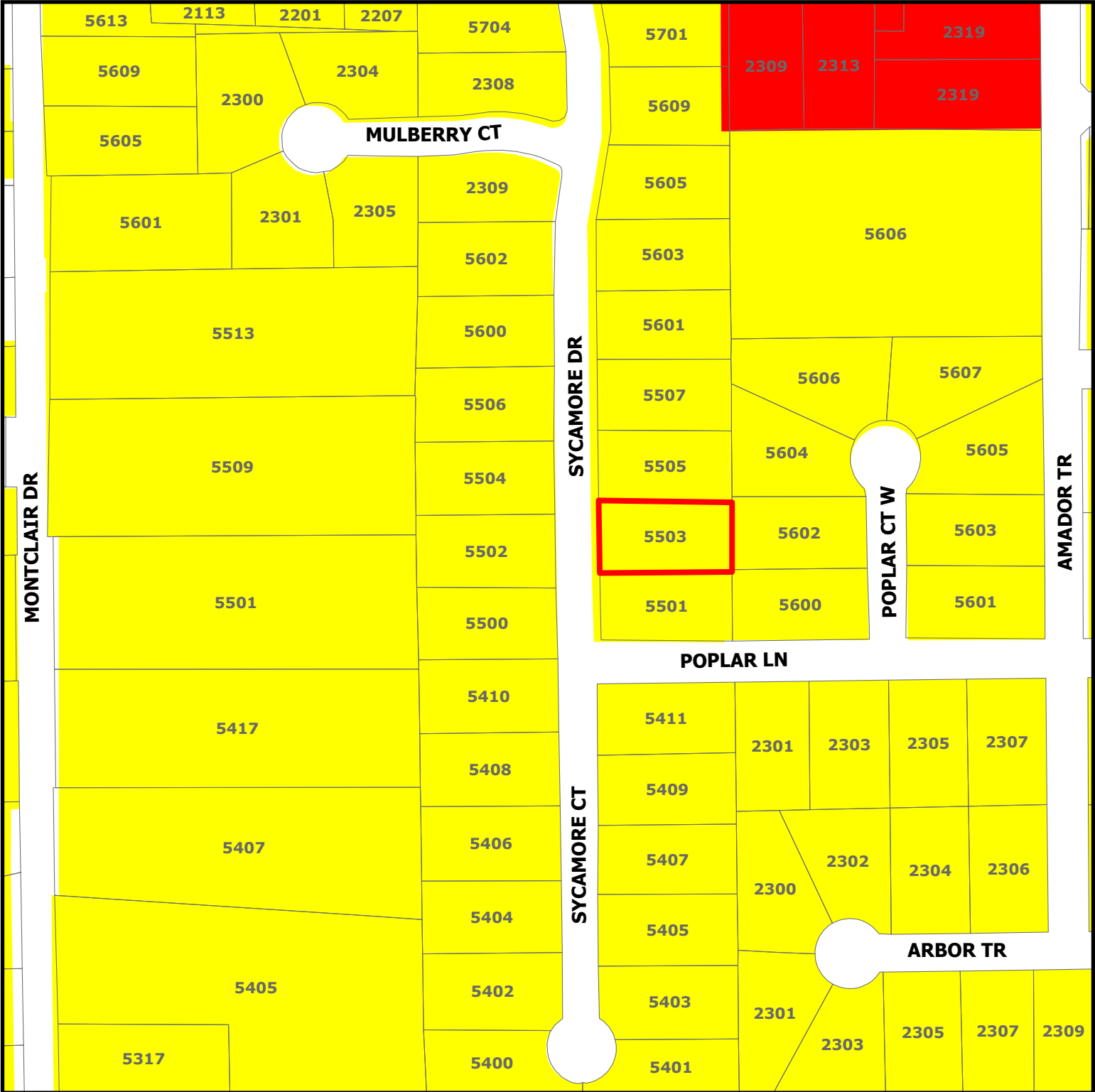
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Subject Property



Future Land Use Map

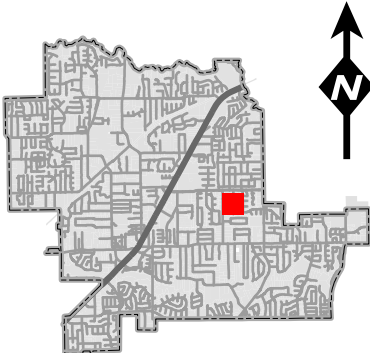


ZC24-018

5503 Sycamore Drive

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-  Residential
-  Commercial
-  Subject Property

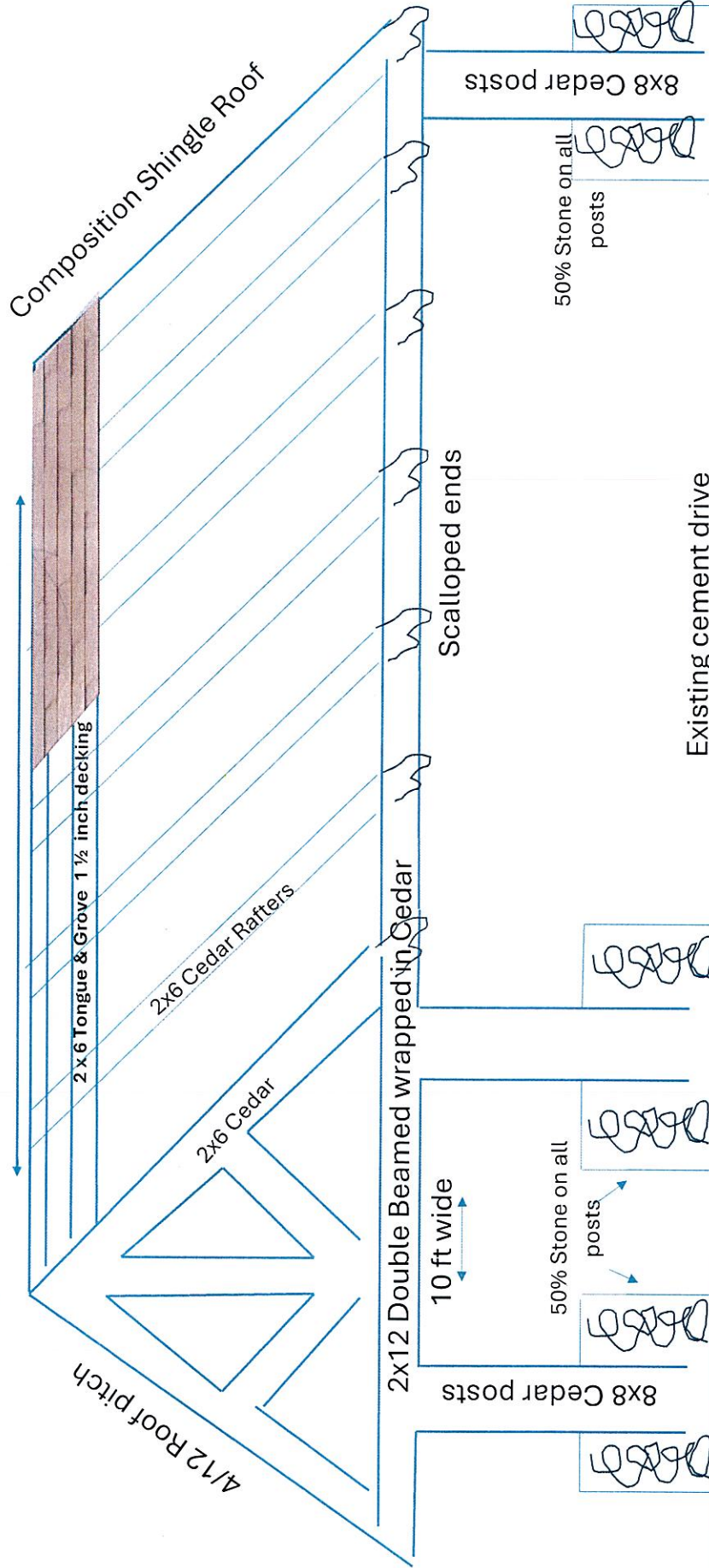




5503 SYCAMORE DRIVE

Total Elevation
9 ft. 8 in.

20 ft Long



Post will be in ground 24" to 30" deep

5503 SYCAMORE DRIVE

20 ft 10 ft

26 gauge
Steel Roof

2x12 Joist 1 1/2 Decking

2x6 Joist

2x6 Joist

2x12 Joist

Warranted

2x12 Joist

2x12 Joist

2x12 Joist

8x8

50%
State

Aluminum

Canopy

Aluminum

Aluminum

Canopy

Aluminum

Canopy

Aluminum

Canopy

Aluminum





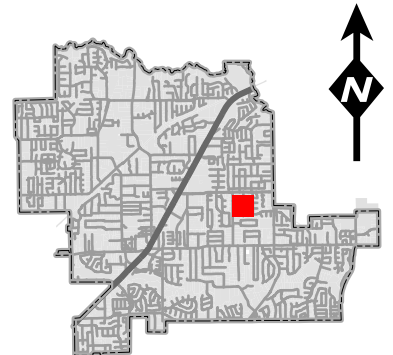
Notification Map



ZC24-018

5503 Sycamore Drive

-  Parcels to be notified
-  Buffer
-  Subject Property



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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, October 14, 2024 at 7:00 p.m.
City Council Meetings: Wednesday, November 6, 2024 & Tuesday November 19, 2024 at 7:00 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Special Use Permit for a residential carport on Lot 2, Block 1, Arbor Estates II Addition.

Zoning Case: ZC24-018

Applicant: Tommy's Carports & Patio Covers

Owner: Hall Family Trust

Location: 5503 Sycamore Dr

Property Description: Lot 2, Block 1, Arbor Estates II Addition

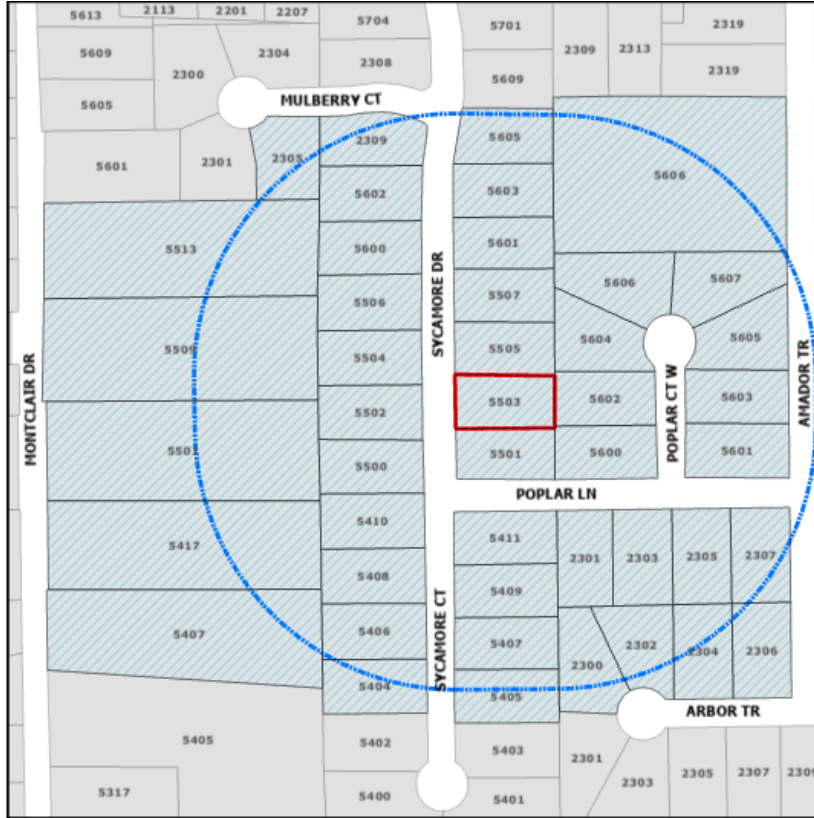
Present Zoning: R-20, Single Family Residential

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 below:

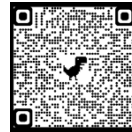
Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034
Citizenletters@Colleyville.com

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.

Kris Potts

Kris Potts
Planner – Urban Forester

Owner_Name	Situs_Addr
DIESEL HOME TRUST	5513 MONTCLAIR DR
BHATTARAI REVOCABLE TRUST	5509 MONTCLAIR DR
HALL, CHARLIE W	5606 AMADOR TR
HU, GANG	5407 MONTCLAIR DR
ZACHARIAS, ANDREW	5501 MONTCLAIR DR
LAMB, MARCUS D	5417 MONTCLAIR DR
TOOKEY LIVING TRUST	5601 POPLAR CT W
TOOKEY, RICHARD	2303 POPLAR LN
HALLMARK, SANDRA	2305 POPLAR LN
SCHNEIDER, RONALD	2307 POPLAR LN
THE ARINGTON FAMILY TRUST	2306 ARBOR TR
BOLTON, JEFFREY M	2304 ARBOR TR
JACH, ANTHONY	2302 ARBOR TR
CLARK, CHRISTOPHER G	2300 ARBOR TR
WYLIE, C TODD	5603 POPLAR CT W
TIAN, YOUQIN	5605 POPLAR CT W
CASE, GARY	5607 POPLAR CT W
NAJA, NICOLE	5606 POPLAR CT W
FARISS ROBERT AND LESLIE FARISS REVOCABLE LIVING TRUST	5604 POPLAR CT W
YATES, CLINT	5602 POPLAR CT W
WALLACE, MATTHEW	5600 POPLAR CT W
TAYLOR, THOMAS P	2301 POPLAR LN
JORDON, CHARLES	5501 SYCAMORE DR
HALL FAMILY TRUST	5503 SYCAMORE DR
COBURN, KEITH BARON	5505 SYCAMORE DR
HILL, MARK	5507 SYCAMORE DR
EMPKEY, PAULA	5601 SYCAMORE DR
BROWN, CHERYL	5603 SYCAMORE DR
JAMES, JESSIE	5605 SYCAMORE DR
TURNER, DAVID	5411 SYCAMORE CT
SETSER, DALLAS	5406 SYCAMORE CT
PURIFOY LIVING TRUST	5408 SYCAMORE CT
MACCAMMOND, JAMES	5410 SYCAMORE CT
HOLLAND, ERIC	5500 SYCAMORE DR
TYLER, THOMAS G	5502 SYCAMORE DR
CELINSKI, TODD	5504 SYCAMORE DR
HAUSMAN, STEVEN	5506 SYCAMORE DR
BURROUGHS, CHARLES	5600 SYCAMORE DR
KIM, SUZANNE	5602 SYCAMORE DR
ROBERT AND CARLA STITES FAMILY TRUST	2309 MULBERRY CT
LANG, JOEL R	5409 SYCAMORE CT
LEMMON, S CRAIG	2305 MULBERRY CT
DITMARS, FREDERICK	5407 SYCAMORE CT
COURTNEY, SHAWN	5405 SYCAMORE CT
SPENCE, RYLAN	5404 SYCAMORE CT
LEYTON GROVE ADDITION	COURTESY NOTICE
ARBOR ESTATES	COURTESY NOTICE
ARBOR ESTATES II	COURTESY NOTICE
ENCLAVE AT ARBOR ESTATES, THE	COURTESY NOTICE
HIGHLAND MEADOWS ADDN	COURTESY NOTICE
MONTCLAIR PARC ADDITION	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED

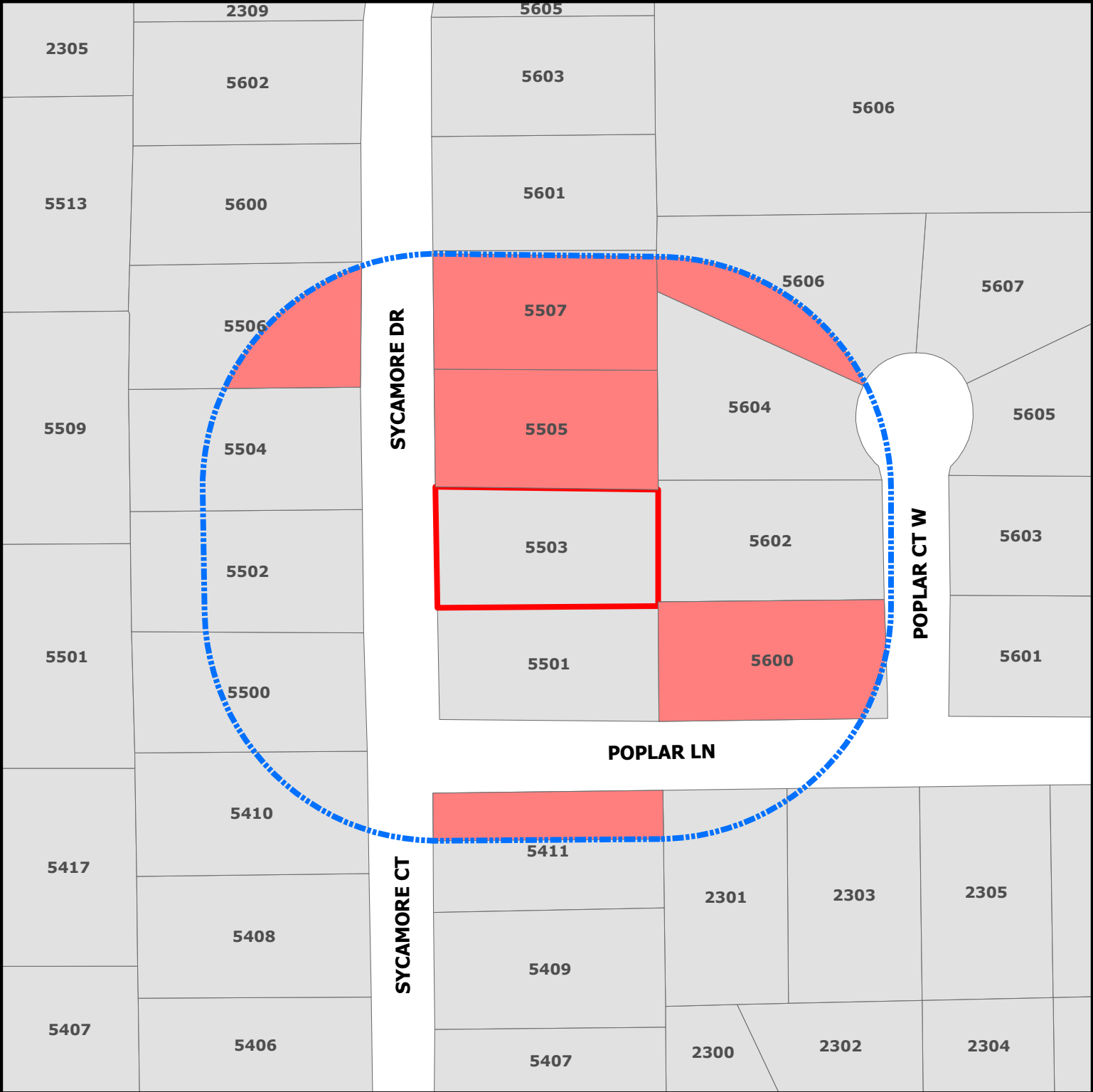
We the undersigned do not wish to have the standards of our neighborhood changed by allowing carports.

We are against the proposed Special Use Permit for a residential carport on Lot 2, Block 1, Arbor Estates II Addition. Zoning Case ZC 24-018

This will be sent to the Community Development Department, City of Colleyville, 100 Main Street Colleyville, Tx 76034

Name	Address
1. S CRAIG GEMMUN	2365 Mulberry Ct
2. Diana Lee	5602 Sycamore Dr
3. Ray EmKey	5601 SYCAMORE DR
4. CM Burrell	5606 SYCAMORE DR
5. Sabrina Turner	5411 SYCAMORE CT
6. Fred Adams	5407 Sycamore Ct
7. Karla Setser	5406 SYCAMORE CT.
8. Paula Stites	2309 Mulberry Ct.
9. Angela Wallace	5600 Poplar CT W
10. Mike Napp	5606 Poplar CT W
11. Stu Hansen	5506 SYCAMORE DR.
12. Reba Hansen	5506 Sycamore Dr.
13. Keith Cole	5505 SYCAMORE DR
14. Mark Hall	5507 Sycamore Dr.
15.	
16.	
17.	

Opposition Map

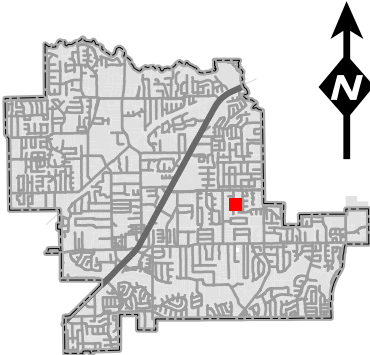


ZC24-018

5503 Sycamore Drive

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-  Subject Property
-  Opposing
-  Buffer_Protest



List of Opposing Properties

Address	Owner's Name	Percentage
5505 SYCAMORE DR	COBURN, KEITH BARON	8.04%
5600 POPLAR CT W	WALLACE, MATTHEW	8.03%
5507 SYCAMORE DR	HILL, MARK	7.79%
5411 SYCAMORE CT	TURNER, DAVID	3.37%
5506 SYCAMORE DR	HAUSMAN, STEVEN	3.22%
5606 POPLAR CT W	NAJA, NICOLE	2.92%
Address Count : 6		Total Percentage: 33.37%

We the undersigned remove our previous complaints and objections to the proposed carport at 5503 Sycamore Drive Colleyville, Texas and now affirm our support for the project.

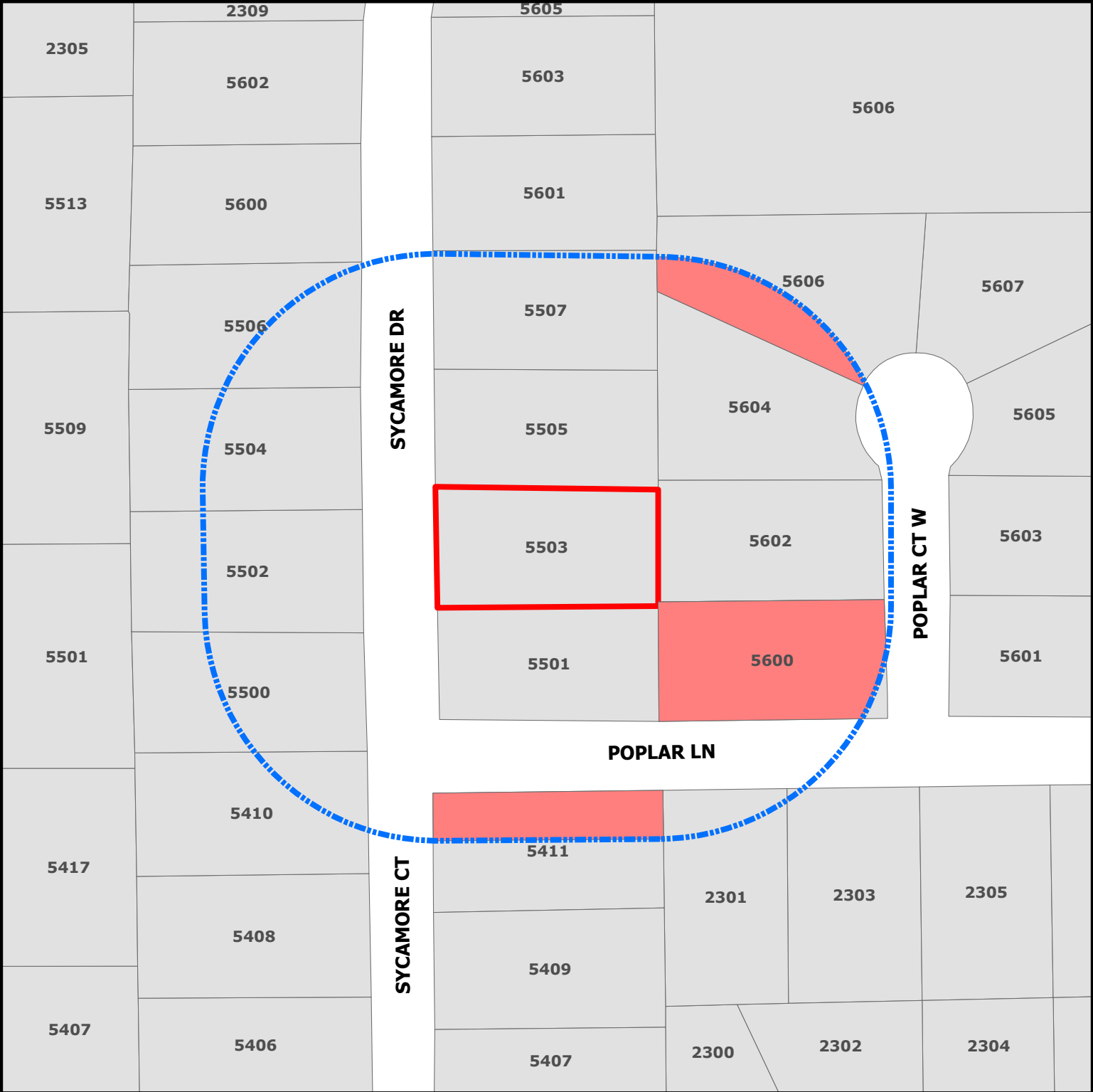
Date: November 12, 2024

Name Heath Gobeln Address 5505 Sycamore Dr.
Gobeln

NEXT DOOR NEIGHBOR

Steven Hauer 5506 Sycamore Dr
Debra Hausman 5506 Sycamore
M Hauer 5507 Sycamore

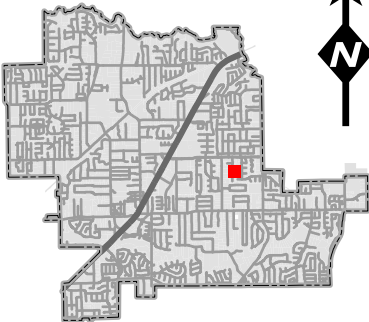
Opposition Map



ZC24-018

5503 Sycamore Dr

- Subject Property
- Opposing
- Buffer_Protest



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List of Opposing Properties

Address	Owner's Name	Percentage
5600 POPLAR CT W	WALLACE, MATTHEW	8.03%
5411 SYCAMORE CT	TURNER, DAVID	3.37%
5606 POPLAR CT W	NAJA, NICOLE	2.92%

Address Count : 3

Total Percentage: 14.32%

ORDINANCE O-24-2304

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.47 ACRES, BEING LOT 2, BLOCK 1, ARBOR ESTATES II ADDITION, LOCATED AT 5503 SYCAMORE 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. ZC24-018; 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 0.47 acres, being Lot 2, Block 1, Arbor Estates II Addition, located at 5503 Sycamore 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 200 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 6th day of November 2024.

The second reading and public hearing being conducted on the 19th day of November 2024.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 19TH DAY OF NOVEMBER 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	Bobby Lindamood
City Secretary	Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Location and Zoning Map

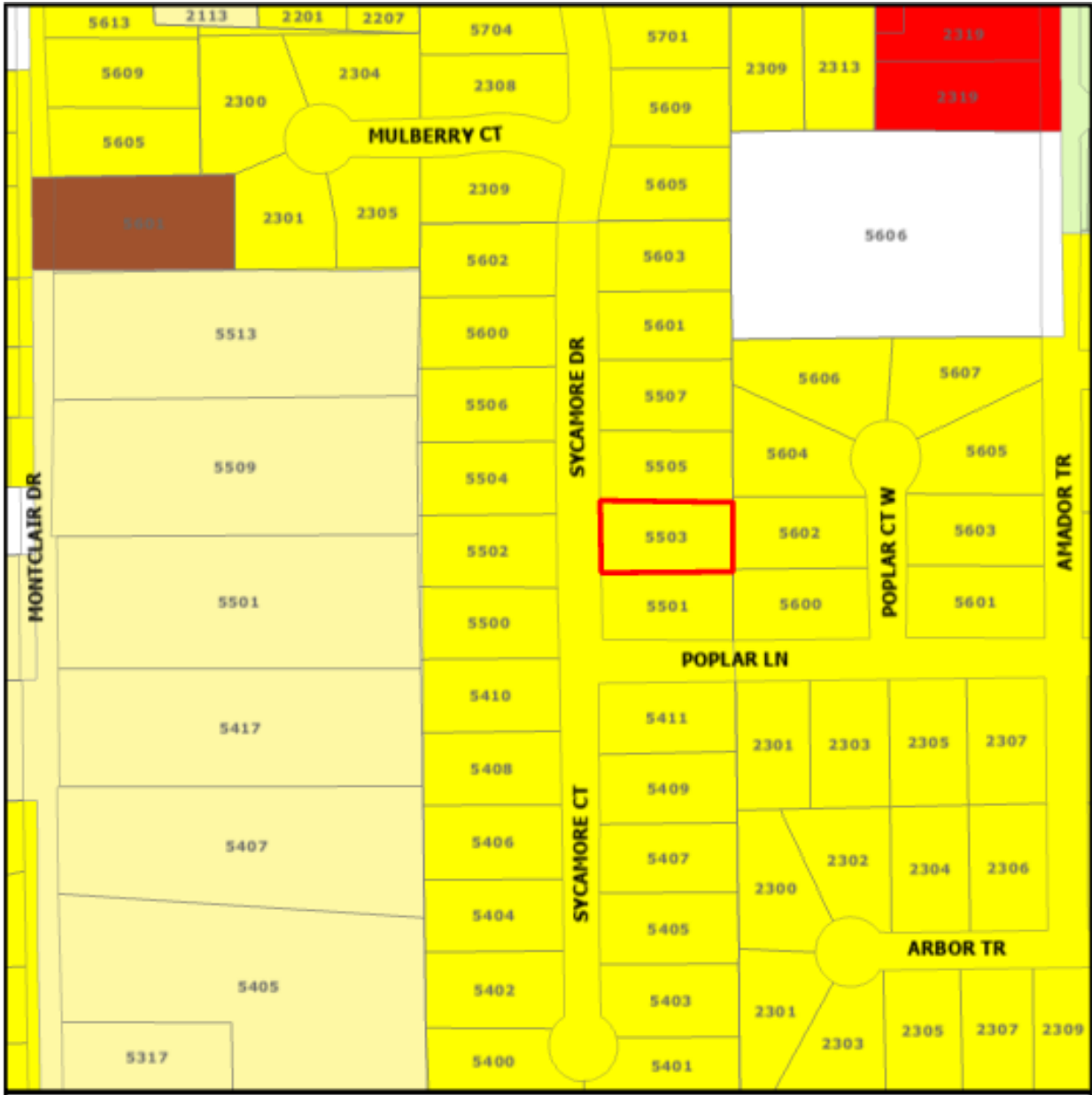


Exhibit "B" – Carport Exhibit



20 ft 10 ft

26 gauge
Steel Roof

2. Interpretation 1 1/2 Octing

200 2008

Washed

2000

2812 Double

8x8

50%
54040

Ex 5/10/99

Carney

alive

24 to 30 in ground



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 7a

Agenda Date 11/19/2024

Number Resolution R-24-4991

Type Resolution

Department Engineering

Title

Approving a Landscape Maintenance Agreement with Texas Department of Transportation for the purpose of maintaining irrigation and landscape improvements installed for the Green Ribbon Program and authorizing the City Manager to execute the agreement

Explanation

Reading and Public Hearing

The City has applied for and received Green Ribbon Program funding for landscape improvements on SH26 from north of John McCain to south of Longwood Drive; SH121 from Gateway Drive to north of Glade Road; and FM 3029 from north of Lavaca Trail to south of West McDonwell School Road. The state will provide the funding provided the City agrees to be responsible for all required maintenance of the landscape improvements.

Landscape maintenance shall include but not be limited to plant maintenance, plant replacement, mowing and trimming, hardscape element maintenance, and irrigation system operation and maintenance. The City will be responsible for all utility costs associated with maintaining the landscape elements. All landscape elements must be maintained in a functional and aesthetically pleasing condition.

Financial Impact

The City is responsible for all maintenance of the irrigation and landscape improvements and utility costs associated with maintaining the landscape elements installed for the Green Ribbon Program.

Recommendation

Approve

Attachments

1. Landscape Maintenance Agreement
2. Resolution R-24-4991

LANDSCAPE MAINTENANCE AGREEMENT

02-Colleyville-LMA-0001

THE STATE OF TEXAS

THE COUNTY OF TRAVIS

This AGREEMENT made this _____ day of _____, 20____, by and between the Texas Department of Transportation, hereinafter referred to as the "State," and the City of _____ Colleyville _____, _____ Tarrant _____ County, Texas, acting by and through its duly authorized officers, hereinafter called the "City".

WITNESSETH

WHEREAS, Chapter 311 of the Transportation Code gives the City exclusive dominion, control, and jurisdiction over and under the public streets within its corporate limits and authorizes the City to enter into agreements with the State to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through its corporate limits; and

WHEREAS, Section 221.002 of the Transportation Code authorizes the State, at its discretion, to enter into agreements with cities to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through the corporate limits of such cities; and

WHEREAS, the State and the City have entered into a Municipal Maintenance Agreement dated August 13, 1968, **the provisions of which are incorporated herein by reference**, and wherein the City has agreed to retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the department; and

WHEREAS, the State has existing and proposed landscape improvements, such as, but not limited to, the installation of tree, shrub, and turf plantings, irrigation systems, and other aesthetic elements for areas within the right of way of state highway routes within the City as shown on Attachment "A"; and

WHEREAS, the State will provide such landscape improvements, provided that the City agrees to be responsible for all required maintenance of the landscape improvements.

AGREEMENT

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed, it is agreed as follows:

Contract Period

This Agreement becomes effective upon the date of final execution by the State, and shall remain in effect until terminated or modified as hereinafter provided.

Coverage

This agreement prescribes the responsibilities of the State and the City relating to the maintenance of the Green Ribbon Landscape Enhancement project which is located on SH 26, SH 121, and FM 3029 non-controlled access state highway, as defined in the Municipal Maintenance Agreement. The maintenance is further described in Attachment A, the location map for this project, and limited to the portions along SH 26, SH 121, and FM 3029 from (SH 26) North of John McCain; (SH 121) Gateway Dr; (FM 3029) North of Lavaca Trail to (SH 26) South of Longwood Drive; (SH 121) North of Glade Road; (FM 3029) South of W. McDonwell Road.

Amendment

The parties agree that this agreement may be amended. Such amendments, to be effective, must be in writing and signed by both parties.

State's Responsibilities

The State shall install landscape elements including but not limited to trees, shrubs, grasses, sidewalks, irrigation systems, and hardscape features through its employees or duly appointed agents.

City's Responsibilities

The City may install landscape elements including but not limited to trees, shrubs, grasses, sidewalks, irrigation systems, and hardscape features through its employees or duly appointed agents. Any installations shall be performed in accordance with Texas Department of Transportation specifications and standards, and must be approved by the State in writing prior to any work being performed.

The City shall maintain all landscape elements within the limits of the right of way including all median and island areas but excluding paved areas intended for vehicular travel. Landscape maintenance shall include but not be limited to plant maintenance, plant replacement, mowing and trimming, hardscape element maintenance, and irrigation system operation and maintenance. The City will be responsible for all utility costs associated with maintaining landscape elements. All landscape elements must be maintained in a functional and aesthetically pleasing condition.

TERMINATION

It is understood and agreed between the parties hereto that should either party fail to properly fulfill its obligations as herein outlined, the other party may terminate this agreement upon thirty days written notice. Additionally, this agreement may be terminated by mutual agreement and consent of both parties.

Should the City terminate this agreement, as prescribed here above, the City shall, at the option of the State, reimburse any reasonable costs incurred by the State.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City of _____ on the _____ day of _____, year _____, and the Texas Department of Transportation, on the _____ day of _____, year _____.

ATTEST:

CITY OF _____

By _____
(Title of Signing Official)

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, and the established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____
District Engineer

District

Attachments

Contact/Help



DEADLINE: 3/29/2024 5:00 PM

APPLICATION GREEN RIBBON PROGRAM FY2025

GREEN RIBBON PROGRAM COORDINATOR:

Erica Swenson
FTW District Vegetation Specialist
2501 S.W. Loop 820 at McCart Avenue
Fort Worth, Texas 76133

EMAIL:

ERICA.SWENSON@TXDOT.GOV

Send PDF via email (Application & Attachments)

AMOUNT REQUESTING:

REQUIRED INFORMATION

City/Local Entity Name: City of Colleyville

Tel: (817) 503-1096

Title: Director of Public Works

Email: ABeard@colleyville.com

Address: 1601 Hall - Johnson Rd. Colleyville. Tx

City: Colleyville

Zip Code: 76034

(Print) Agreement Signer: Amber Beard

Title: Director of Public Works

Proj. Manager /Consultant: Dorothy Witmeyer

Tel: (817) - 412-7155

Address: 4060 Bryant Irvin Road

Email: dorothy.witmeyer@westwoodps.com

City: Fort Worth

Zip Code: 76109

Will this be let as a Local Government Project Yes or No:

Is this local entity (or consultant) certified in TxDOT's Local Government Project Procedures (LGPP) Yes or No:

PROJECT INFORMATION

CSJ or Project #: 0363-01-XX

Highway: SH 26

Project Limits From: SH 26: North of John McCain

Project Limits To: SH 26: South of Longwood Drive

SCOPE OF WORK

Scope of work should be detailed enough to explain location, size and concept of the project.

The goal of the SH 26 project is to enhance the city's gateways and driver's experience as they move through the corridor, while adhering to TxDOT safety guidelines and design standards. Building on the FY23 green ribbon project, the City would like to extend the proposed planting and irrigation improvements south along SH 26, unifying the aesthetic appearance of the corridor. Planting and irrigation improvements would take place along the back of curb, on the east side, within the ROW, and within the center median between John McCain & Longwood Drive. Proposed plant materials would consist of natives and near natives, well adapted to the area. The concept proposes canopy trees, ornamental trees, shrubs, perennials, ornamental grasses and cobble mulch to provide seasonal interest and help with air quality. An existing permanent irrigation system will be expanded, to provide point source irrigation, bubblers and drip, to all new plant materials. Hardscape items will be limited to mow curbs and cobble mulch.

The projected construction cost for this project is just under \$542,000.00. The City is committed to providing additional funds to cover the amount exceeding a green ribbon award. The City of Colleyville is submitting three applications, this one is for FY25, and this location is priority number 1.

Attach a Preliminary Schedule, Location Map and Schematic Plan.

TXDOT USE ONLY

APPROVED (Y or N):

AMOUNT:



PLANT PALETTE



COBBLE MULCH



BERKELEY SEDGE



GULF MUHLY



GRAPE MYRTLE



WEeping LOVEGRASS



LACEBARK ELM



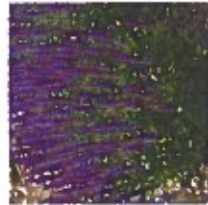
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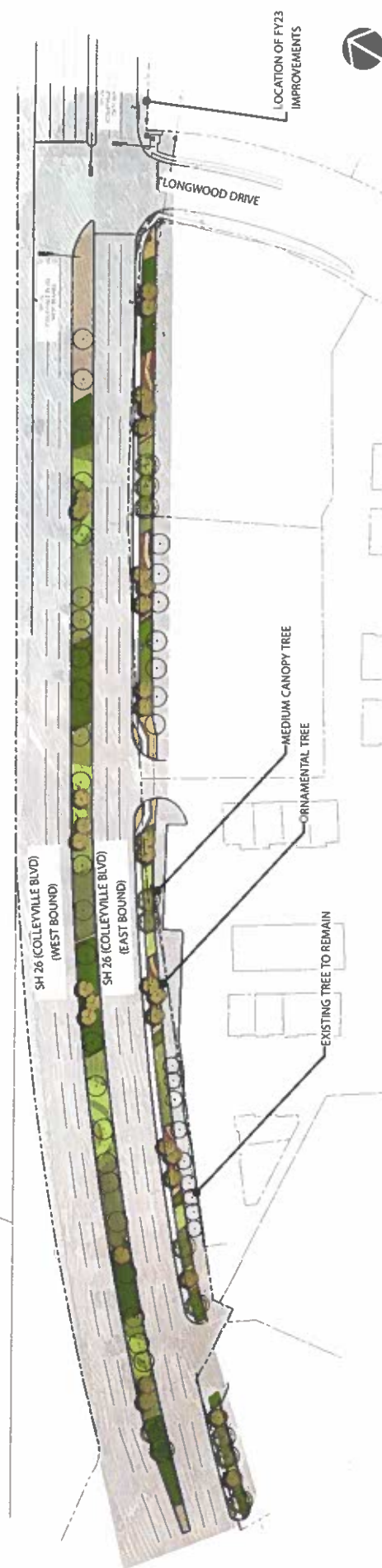
YELLOW YUCCA



AUTUMN SAGE



BLUE QUEEN SAGE



LOCATION OF FY23 IMPROVEMENTS

LONGWOOD DRIVE

SH 26 (COLLEYVILLE BLVD)
QUEST BOUND)

(COLLEYVILLE BLVD)
(EAST BOUND)

MEDIUM CANOPY TREE

OPNIA MEITA! TREE

EXISTING TREE TO REMAIN



DEADLINE: 3/29/2024 5:00 PM

APPLICATION GREEN RIBBON PROGRAM FY2026

GREEN RIBBON PROGRAM COORDINATOR:

Erica Swenson
FTW District Vegetation Specialist
2501 S.W. Loop 820 at McCart Avenue
Fort Worth, Texas 76133

EMAIL:

ERICA.SWENSON@TXDOT.GOV

Send PDF via email (Application & Attachments)

AMOUNT REQUESTING:

REQUIRED INFORMATION

City/Local Entity Name: City of Colleyville

Tel: (817) 503-1096

Title: Director of Public Works

Email: ABeard@colleyville.com

Address: 1601 Hall - Johnson Rd. Colleyville, Tx

City: Colleyville

Zip Code: 76034

(Print) Agreement Signer: Amber Beard

Title: Director of Public Works

Proj. Manager /Consultant: Dorothy Witmeyer

Tel: (817) - 412-7155

Address: 4060 Bryant Irvin Road

Email: dorothy.witmeyer@westwoodps.com

City: Fort Worth

Zip Code: 76109

Will this be let as a Local Government Project Yes or No:

Is this local entity (or consultant) certified in TxDOT's Local Government Project Procedures (LGPP) Yes or No:

PROJECT INFORMATION

CSJ or Project #: 0364-01-xx

Highway: SH 121

Project Limits From: SH 121 : Gateway Drive

Project Limits To: SH 121 : North of Glade Road

SCOPE OF WORK

Scope of work should be detailed enough to explain location, size and concept of the project.

The goal of this project is to identify and highlight, through conscientious design, the city's eastern limits along the highly traveled state highway 121. The proposed planting and irrigation improvements will enhance the commute of daily drivers as they move through the corridor and help mitigate poor air quality. Adhering to TxDOT's safety guidelines and design standards, planting and irrigation improvements would take place along the back of curb, on the west side of the frontage road, within the ROW, and within the existing grass ROW between the frontage road and south bound travel lanes of state highway 121 from Gateway Dr to just north of Glade Rd. The proposed project limits are within both Colleyville and Grapevine city limits and maintenance would be handled through an inter-local agreement already discussed by both cities. Proposed plant materials would consist of natives and near natives well adapted to the area. The concept proposes canopy trees, ornamental trees, shrubs, perennials, ornamental grasses and cobble mulch to provide seasonal interest and help with air quality. A new permanent irrigation system will be installed to provide point source irrigation, bubblers and drip, to all new plant materials. Hardscape items will be limited to mow curbs and cobble mulch.

The projected construction cost for this project is just under \$559,000.00. The City is committed to providing additional funds to cover the amount exceeding a green ribbon award. The City of Colleyville is submitting three applications, this one is for FY26, and this location is priority number 2.

Attach a Preliminary Schedule, Location Map and Schematic Plan.

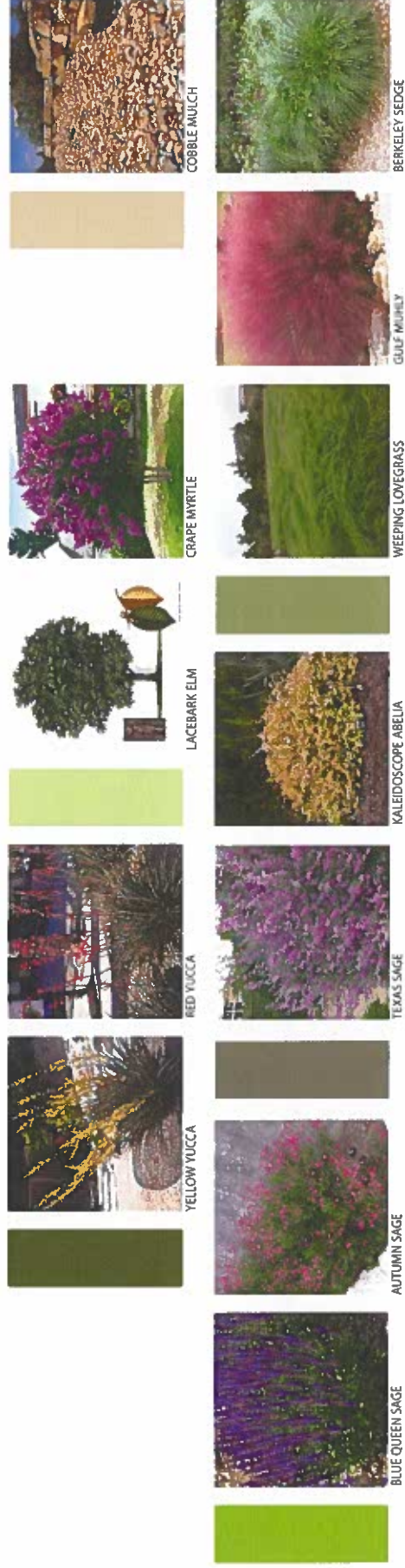
TXDOT USE ONLY

APPROVED (Y or N):

AMOUNT:



PLANT PALETTE





DEADLINE: 3/29/2024 5:00 PM

APPLICATION GREEN RIBBON PROGRAM FY2027

GREEN RIBBON PROGRAM COORDINATOR:

Erica Swenson
FTW District Vegetation Specialist
2501 S.W. Loop 820 at McCart Avenue
Fort Worth, Texas 76133

EMAIL:

ERICA.SWENSON@TXDOT.GOV

Send PDF via email (Application & Attachments)

AMOUNT REQUESTING:

REQUIRED INFORMATION

City/Local Entity Name: City of Colleyville

Tel: (817) 503-1096

Title: Director of Public Works

Email: ABeard@colleyville.com

Address: 1601 Hall - Johnson Rd, Colleyville, Tx

City: Colleyville

Zip Code: 76034

(Print) Agreement Signer: Amber Beard

Title: Director of Public Works

Proj. Manager /Consultant: Dorothy Witmeyer

Tel: (817) - 412-7155

Address: 4060 Bryant Irvin Road

Email: dorothy.witmeyer@westwoodps.com

City: Fort Worth

Zip Code: 76109

Will this be let as a Local Government Project Yes or No:

Is this local entity (or consultant) certified in TxDOT's Local Government Project Procedures (LGPP) Yes or No:

PROJECT INFORMATION

CSJ or Project #: 3125-01-xx

Highway: FM3029

Project Limits From: FM3029: North of Lavaca Trail

Project Limits To: FM3029: South of w. McDonwell Road

SCOPE OF WORK

Scope of work should be detailed enough to explain location, size and concept of the project.

The goal of the FM3029 project is to enhance the city's gateways and driver's experience as they move through the corridor, while adhering to TxDOT safety guidelines and design standards. Building on the FY23 green ribbon project, the City would like to add the proposed planting and irrigation improvements along FM3029, unifying the aesthetic appearance of the corridor. Planting and irrigation improvements would take place along the back of curb, on the east side and within the ROW between Lavaca Trail & W. McDonwell Road. Proposed plant materials would consist of natives and near natives, well adapted to the area. The concept proposes canopy trees, ornamental trees, shrubs, perennials, ornamental grasses and cobble mulch to provide seasonal interest and help with air quality. A new permanent irrigation system will need to be installed, to provide point source irrigation, bubblers and drip, to all new plant materials. Hardscape items will be limited to mow curbs and cobble mulch. The City has discussed the proposed improvements at this location with the City of North Richland Hills and both Cities have approved the improvements and will work together via inter-local agreement.

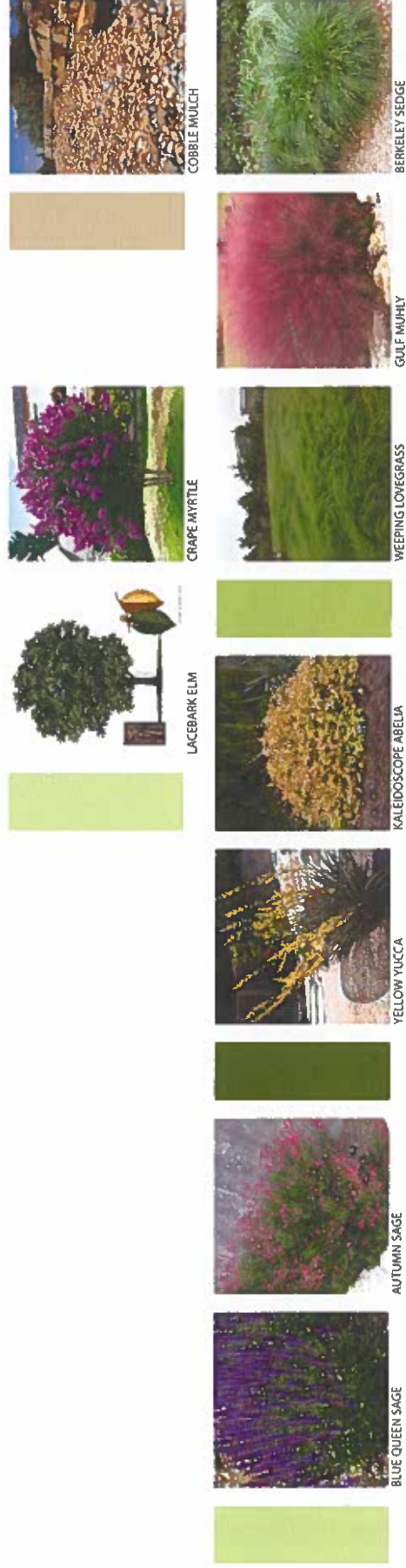
The projected construction cost for this project is just under \$505,000.00. The City is committed to providing additional funds to cover the amount exceeding a green ribbon award. The City of Colleyville is submitting three applications, this one is for FY27 and this location is priority number 3.

Attach a Preliminary Schedule, Location Map and Schematic Plan.

TXDOT USE ONLY

APPROVED (Y or N):

AMOUNT:



RESOLUTION R-24-4991

**APPROVING A LANDSCAPE MANAGEMENT AGREEMENT WITH TEXAS
DEPARTMENT OF TRANSPORTATION FOR THE PURPOSE OF
MAINTAINING IRRIGATION AND LANDSCAPE IMPROVEMENTS
INSTALLED FOR THE GREEN RIBBON PROGRAM AS IDENTIFIED IN
EXHIBIT "A"; AUTHORIZING THE CITY MANAGER TO EXECUTE THE
AGREEMENT; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Council finds it in the best interest of the City to enter into the Landscape Maintenance Agreement with the Texas Department of Transportation (TxDOT), which is attached hereto and incorporated herein by reference as Exhibit "A", under the terms and conditions provided therein.

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

Sec. 1 THAT the City Council authorizes the City Manager to execute the attached Landscape Maintenance Agreement (the "Agreement") with TxDOT, which states the City shall provide all required maintenance of the landscape improvements at each location, specifically for the Green Ribbon projects at SH26 from north of John McCain to south of Longwood Drive; SH121 from Gateway Drive to north of Glade Road; and FM 3029 from north of Lavaca Trail to south of West McDonwell School Road.

Sec. 2 THAT this resolution shall become effective immediately upon passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 19TH DAY OF NOVEMBER 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 8a

Agenda Date 11/19/2024

Number Resolution R-24-4985

Type Resolution

Department Community Development

Title

Consideration of a resolution for the abandonment of right-of-way for Lot 1, Block 1, 5520 Colleyville Addition

Explanation

Reading and Public Hearing

This agenda item was tabled from the November 6, 2024 City Council meeting. The City Council determined that compensation for the land is necessary. The item was tabled to allow the applicant an opportunity to review the compensation request with the new property owner.

Benchmark Group of Texas, the applicant, has submitted a request for a right-of-way (ROW) abandonment at 5520 Colleyville Boulevard, known as Lot 1A, Block 1, N3 Development Addition, being a 25 foot right-of-way area being a portion of the old Church Street roadway.

Existing Conditions/Background: The subject property is generally located on the west side of Colleyville Boulevard and north of Church Street. The property is currently developed as part of the Wells Fargo Bank site. The 25 foot ROW area is a remnant of the old alignment of Church Street.

Analysis: The applicant has requested the entire ROW area be abandoned so they may replat the area into the existing bank lot (concurrently filed as PC24-009).

Background: This ROW existed as the old alignment of Church Street and is no longer needed for the street. Presently, there is a public water line and sanitary sewer line within the ROW. The area also provided common access and shared parking with the retail development to the north. The plat, if approved, dedicates both a utility easement and a common access/shared parking easement.

Authority: The City Council is responsible for any action to abandon the ROW pursuant to state law and the City's Charter. Accordingly, the City Council may approve or deny the applicant's request; or, alternatively, the City Council may condition the approval on the applicant relocating the ROW (if feasible) to an agreed location to preserve the City's public access across the property. Any action on this item requires a simple majority vote of the City Council and would not constitute action on the applicant's concurrent replat case.

Required Action: If the City Council desires to abandon the ROW, the method for doing so would be by resolution or ordinance, which must contain a legal description of the ROW to be abandoned and be filed in the real property records for Tarrant County. The applicant's replat will be required to reference the filed resolution or ordinance abandoning the ROW. Conversely, action to deny applicant's request will result in the ROW remaining on the property.

Plat Status: The property is adjacent to the platted Lot 1A, Block 1, N3 Development Addition and is proposed to be added to the lot as part of the bank lot.

DRC Review: The DRC reviewed the request during their September 23, 2024, meeting and determined the application was complete and may be scheduled for the City Council meeting associated with the replat.

Drainage: NA

Surrounding Development: The properties to the north and east are zoned CC-2 Shopping Center and developed with retail uses. The property to the south is zoned PUD-C and is improved with a Starbuck's business.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, designates the subject property as part of the Colleyville Boulevard Corridor.

Financial Impact

There is no financial impact to the City.

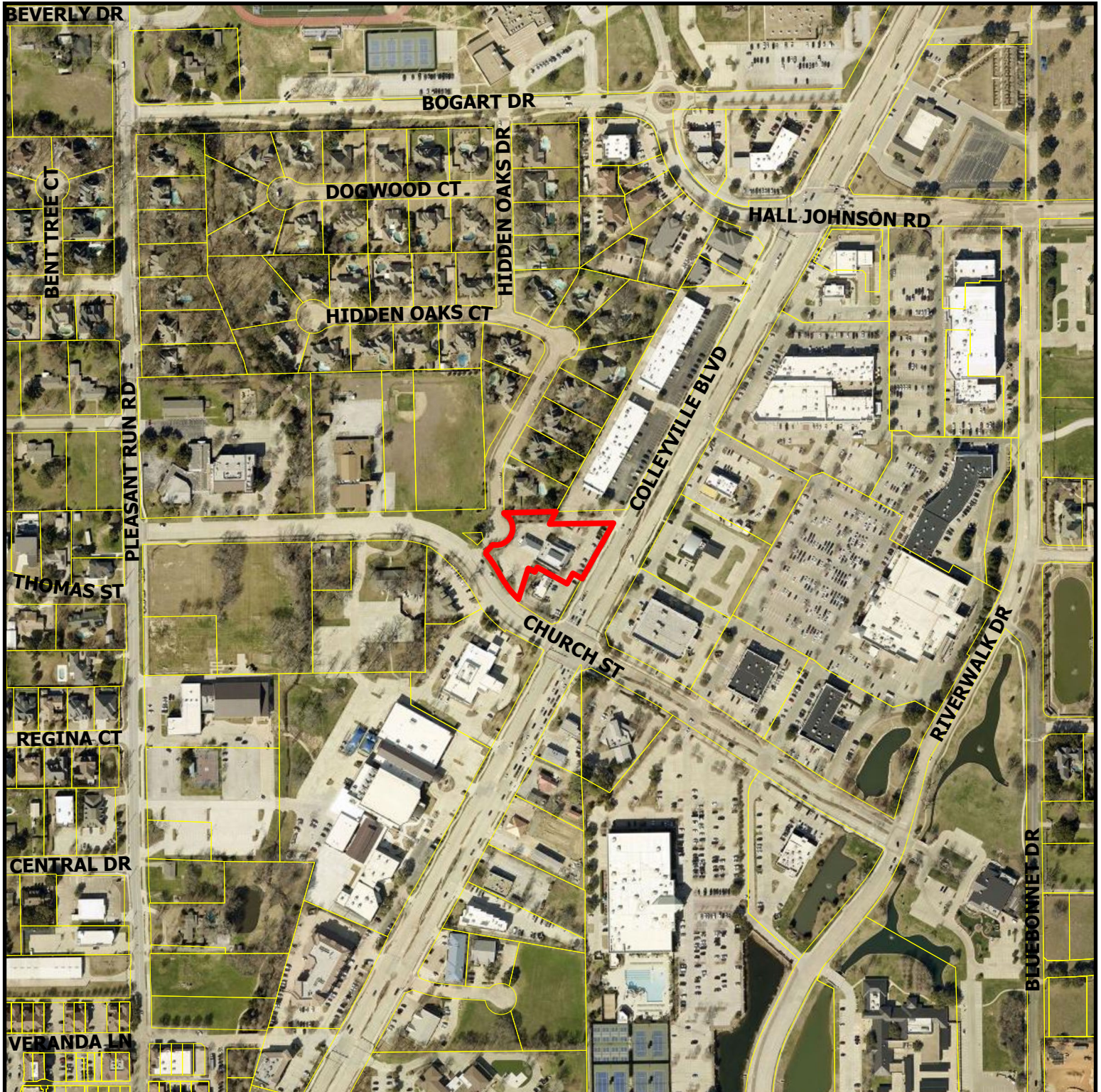
Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Plat Exhibit
5. R.O.W. Abandonment Exhibit
6. Notification Map
7. Notification List
8. Notification Letter
9. Resolution R-24-4985

Aerial Map

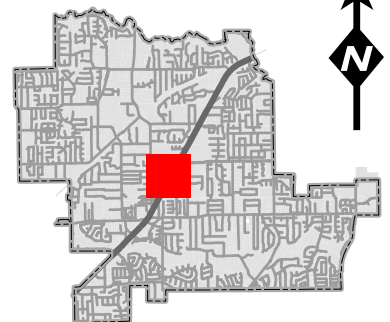


PC24-009

5520 Colleyville Blvd

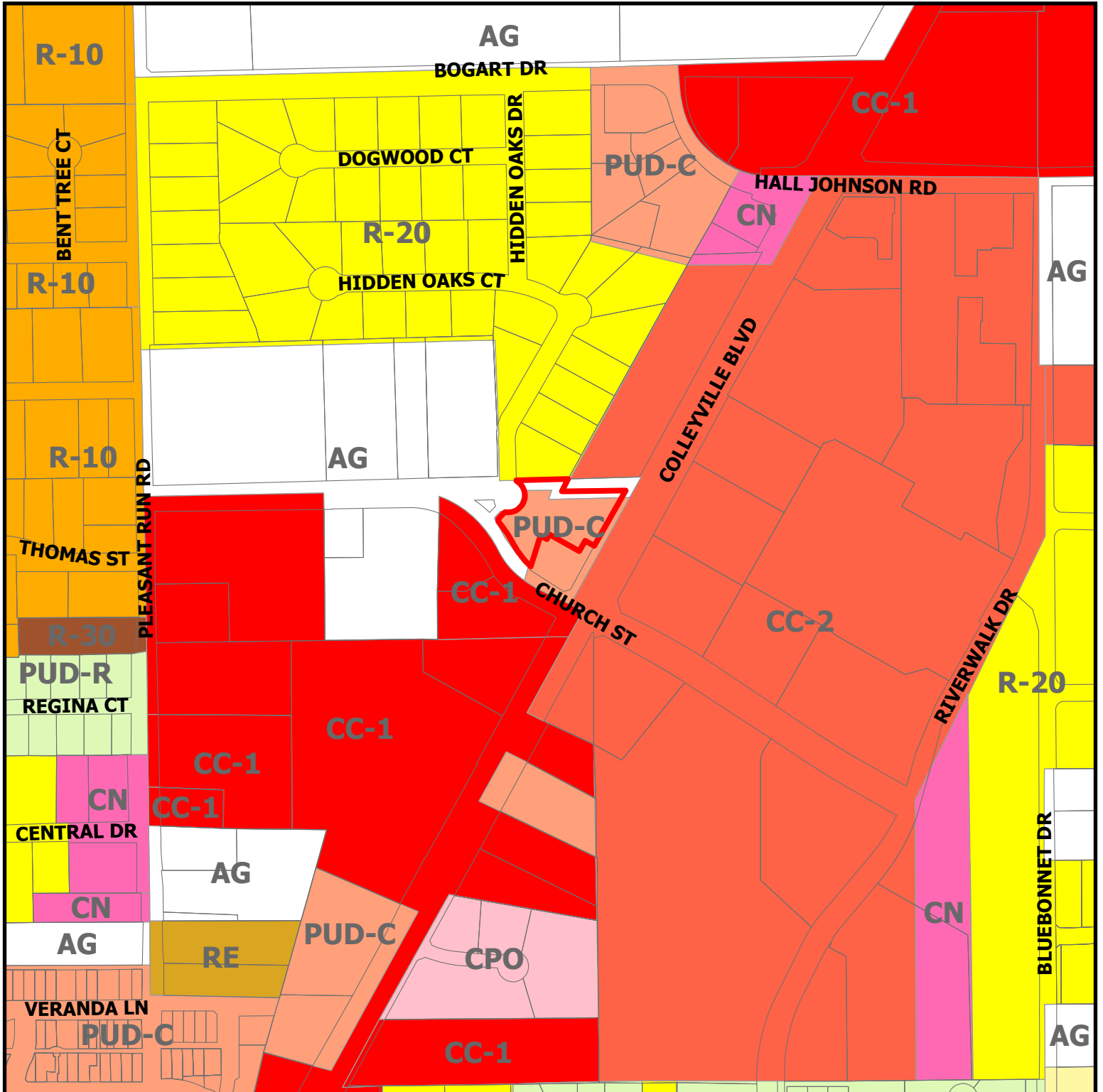


Subject Property



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.

Zoning Map

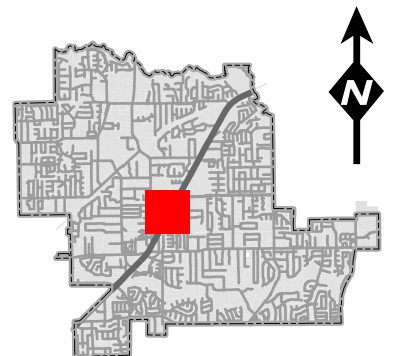


PC24-009

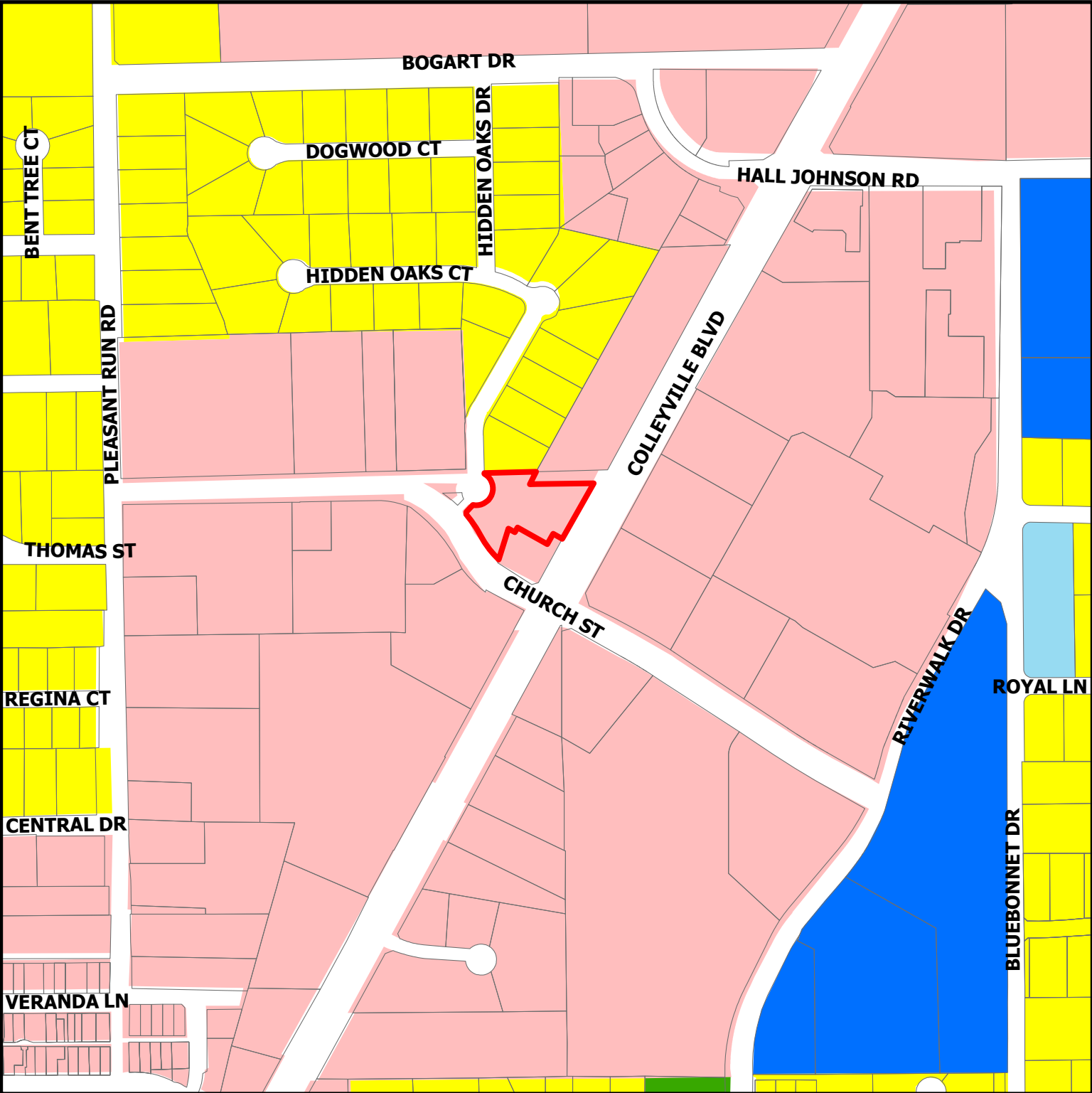
5520 Colleyville Blvd

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 Subject Property



Future Land Use Map



PC24-009

5520 Colleyville Blvd

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- | | |
|---|---|
|  Residential |  Open Space; Parks |
|  Institutional |  Water Body |
|  Colleyville Blvd Corridor |  Subject Property |

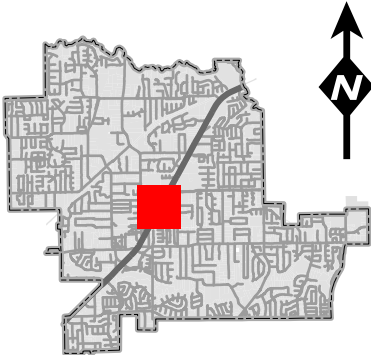


EXHIBIT "A"

DESCRIPTION OF TO BE ABANDONED RIGHT-OF-WAY

BEING 0.1003 ACRES OF LAND LOCATED IN THE NANCY B. LOONEY SURVEY ABSTRACT NO. 937, BEING ALL OF THE REMAINDER OF OLD CHURCH STREET BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A TXDOT MONUMENT DISC IN CONCRETE FOUND FOR THE NORTHEAST CORNER OF THE REMAINDER OF LOT 1, BLOCK 1, OF THE N3 DEVELOPMENT ADDITION, AN ADDITION TO THE CITY OF COLLEYVILLE, TEXAS, AS RECORDED ON THE PLAT THEREOF IN CABINET A, SLIDE 12775, PLAT RECORDS, TARRANT COUNTY, TEXAS, BEING ON THE NORTHWESTERLY RIGHT-OF-WAY LINE OF COLLEYVILLE BOULEVARD AND, BEING ALSO THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE ALONG THE COMMON LINES OF THE AFOREMENTIONED LOT 1 OF THE N3 DEVELOPMENT ADDITION AND THE HEREIN DESCRIBED TRACT FOR THE FOLLOWING COURSES AND DISTANCES:

S 89°01'42"W FOR A DISTANCE OF 170.06 FEET TO A 5/8" FOUND IRON ROD WITH CAP STAMPED "WELLS";

N 29°21'38"E FOR A DISTANCE OF 27.85 FEET TO A POINT FOR CORNER FROM WHICH A 5/8" FOUND IRON ROD WITH CAP STAMPED "WELLS" BEARS N89°21'23"E AT A DISTANCE OF 1.0 FEET, SAID POINT FOR CORNER BEING THE SOUTHEAST CORNER OF LOT 12, THE NORTHWESTERLY CORNER OF THE HEREIN DESCRIBED TRACT, AND THE SOUTHWEST CORNER OF LOT 1, BLOCK 1, OF THE TOWNE SQUARE ADDITION, AN ADDITION TO THE CITY OF COLLEYVILLE, AS RECORDED IN VOLUME 164, PAGE 93, PLAT RECORDS, TARRANT COUNTY, TEXAS;

THENCE N89°14'46"E ALONG THE COMMON LINE OF LOT 1 OF THE TOWN SQUARE ADDITION AND THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 183.53 FEET TO A 5/8 INCH IRON ROD WITH CAP STAMPED "BGT" SET FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBE TRACT, BEING THE NORTHEASTERLY CORNER OF THE AFOREMENTIONED OLD CHURCH STREET, AND ON THE WESTERLY RIGHT-OF-WAY LINE OF COLLEYVILLE BOULEVARD;

THENCE S29°23'04"W ALONG THE COMMON LINE OF THE HEREIN DESCRIBED TRACT AND THE WESTERLY RIGHT- OF-WAY LINE OF COLLEYVILLE BOULEVARD FOR A DISTANCE OF 27.10 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.1003 (4,367.8 SQUARE FEET) OF LAND MORE OR LESS;

PRELIMINARY

THIS SURVEY IS FOR REVIEW PURPOSES ONLY,
NOT TO BE RECORDED FOR ANY PURPOSE.

David M. Henderson
Registered Professional Land Surveyor No. 4489
In the State of Texas



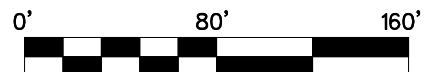
LAND SURVEYORS

Prepared By:

Benchmark Group
of Texas, Inc.

899 Presidential Drive, Suite 110, Richardson, Texas 75081
Phone (972) 680-3037 Fax (972) 680-3052
License No. 10120700

Drawn By: BD Checked By: MC
Scale: 1" = 80' Date: 07/31/24
BGT Project NO.: 2430040-ROW

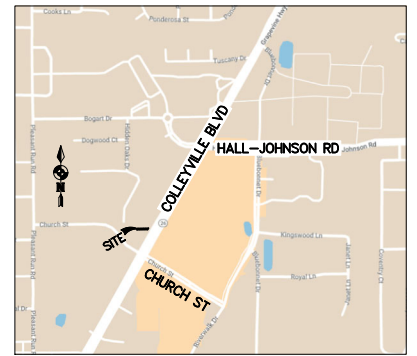
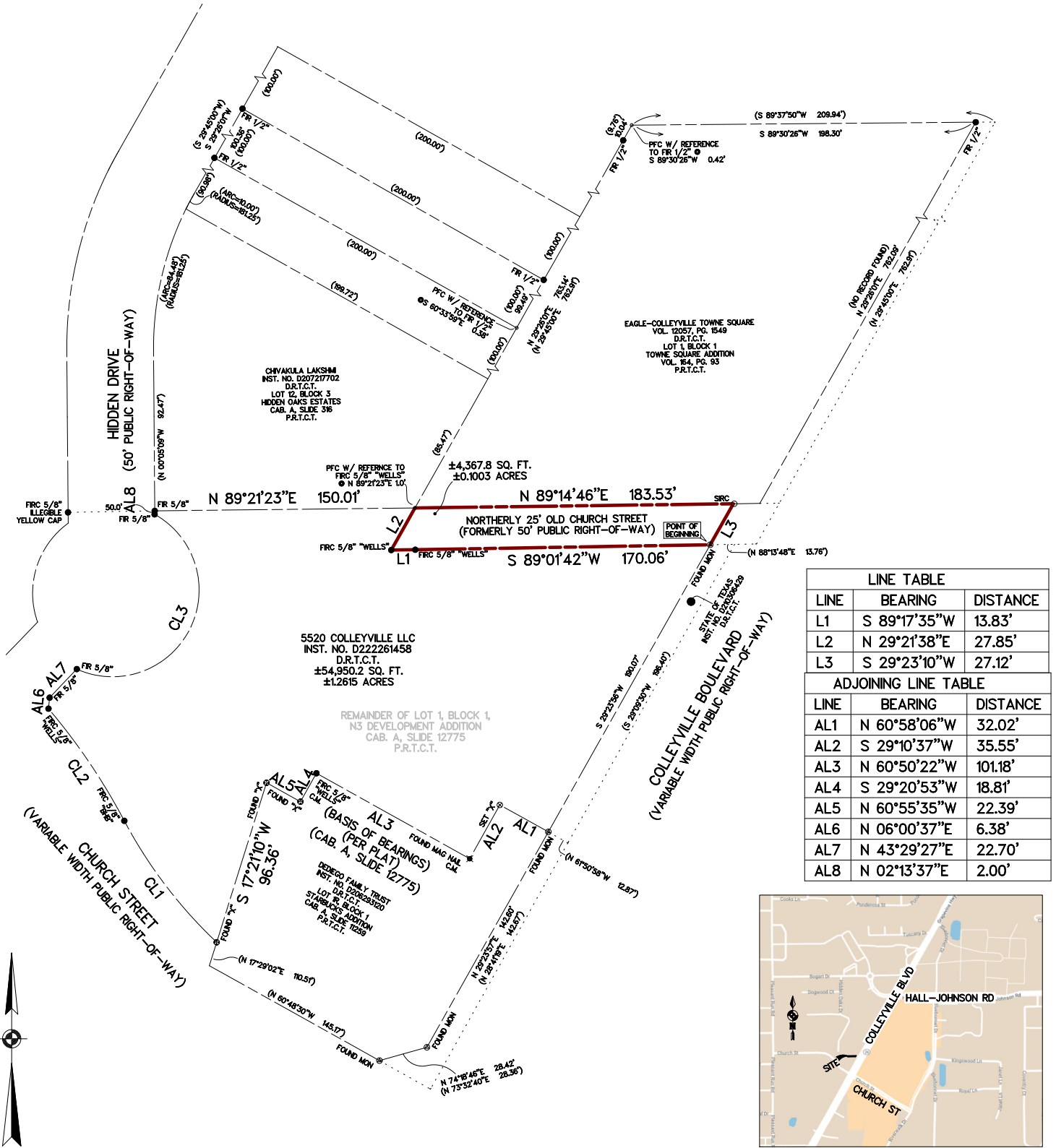


SCALE 1" = 80'

SHEET 1 OF 2

EXHIBIT "B"

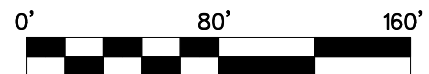
MAP OF AREA



Prepared By:
Benchmark Group
of Texas, Inc.

899 Presidential Drive, Suite 110, Richardson, Texas 75081
Phone (972) 680-3037 Fax (972) 680-3052
License No. 10120700

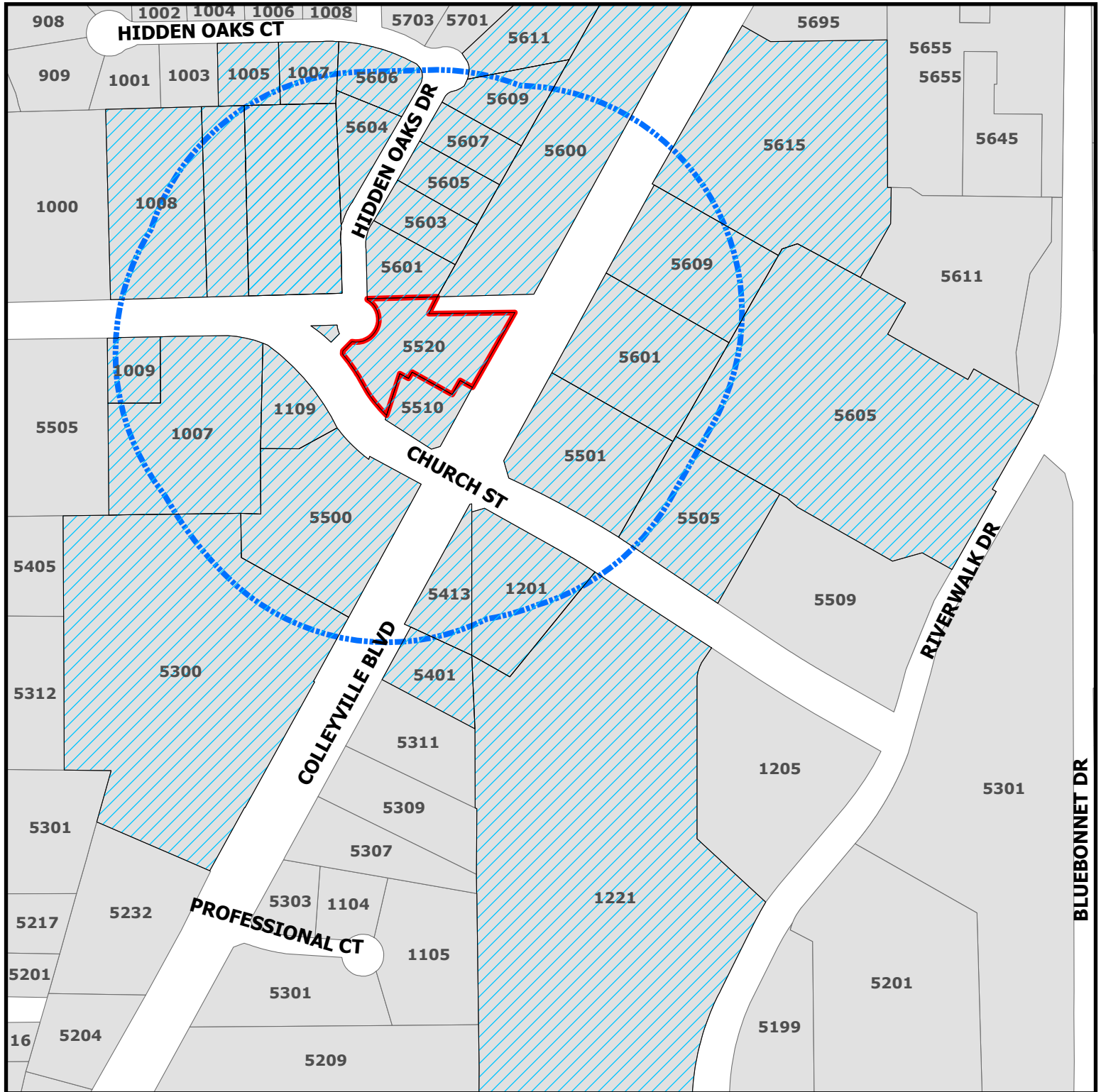
Drawn By: BD Checked By: MC
Scale: 1" = 80' Date: 07/31/24
BGT Project NO.: 2430040-ROW



SCALE 1" = 80'

SHEET 2 OF 2

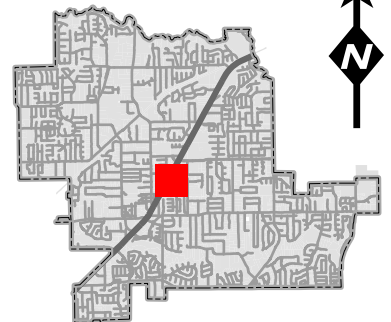
Notification Map



PC24-009

5520 Colleyville Blvd

-  Parcels to be notified
-  Buffer
-  Subject Property



DISCLAIMER:
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Owner_Name	Situs_Addr
FIRST BAPTIST CH COLLEYVILLE	5300 COLLEYVILLE BLVD
BRADY, BLAKE	5401 COLLEYVILLE BLVD
JOHNSTON, DI ANN	1005 HIDDEN OAKS CT
GOODING, JOHN	1007 HIDDEN OAKS CT
LILLIS, JAMES	5606 HIDDEN OAKS DR
CORE-FULMER, SARAH ELIZABETH	5604 HIDDEN OAKS DR
LEACH, TERRY	5605 HIDDEN OAKS DR
CORGAN, KYLE D	5603 HIDDEN OAKS DR
CHIVAKULA, LAKSHMI	5601 HIDDEN OAKS DR
GALINDO, LORENA	5611 HIDDEN OAKS DR
FAUCHER, WILLIAM	5609 HIDDEN OAKS DR
RICHMOND, FREDRIC D	5607 HIDDEN OAKS DR
GII SHP EBSW DFW LLC	5500 COLLEYVILLE BLVD
JD JUDD REALTY HOLDINGS LLC	1109 CHURCH ST
2727 PN SPE LLC	5520 COLLEYVILLE BLVD
DEDIEGO FAMILY TRUST	5510 COLLEYVILLE BLVD
SVAP III TC COLLEYVILLE LLC	5615 COLLEYVILLE BLVD
CAVALIER INVESTMENT COMPANY INC	5501 COLLEYVILLE BLVD
CHARLES & ROB LTD	5601 COLLEYVILLE BLVD
HJ ROAD 26 LTD	5609 COLLEYVILLE BLVD
MDC COAST 7 LLC	1221 CHURCH ST
BRANCH BANKING & TRUST CO	1201 CHURCH ST
EAGLE-COLLEYVILLE TOWNE SQUARE	5600 COLLEYVILLE BLVD
LAHODA, BARTON G	1009 CHURCH ST
R P GANTOS VENTURES LLC	5413 COLLEYVILLE BLVD
COLLEYVILLE CHURCH OF CHRIST	1008 CHURCH ST
DIOCESE OF NEWTON FOR THE MELKITES IN THE UNITE	1008 CHURCH ST
HIDDEN OAKS ESTATES	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED



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, October 14, 2024 at 7:00 p.m.

City Council Meetings: Wednesday, November 6, 2024 at 7:00 p.m.

3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Replat for Lot 1, Block 1, 5520 Colleyville Addition. The purpose of the plat is to abandon an old right-of-way easement and clean up property lot lines.

Zoning Case: PC24-009

Applicant: BGT Commercial

Owner: 2727 PN SPE LLC

Location: 5520 Colleyville Blvd

Property Description: Lot 1A, Block 1, N3 Development Addition and an old right-of-way area.

Present Zoning: PUD-C, Planned Unit Development Commercial

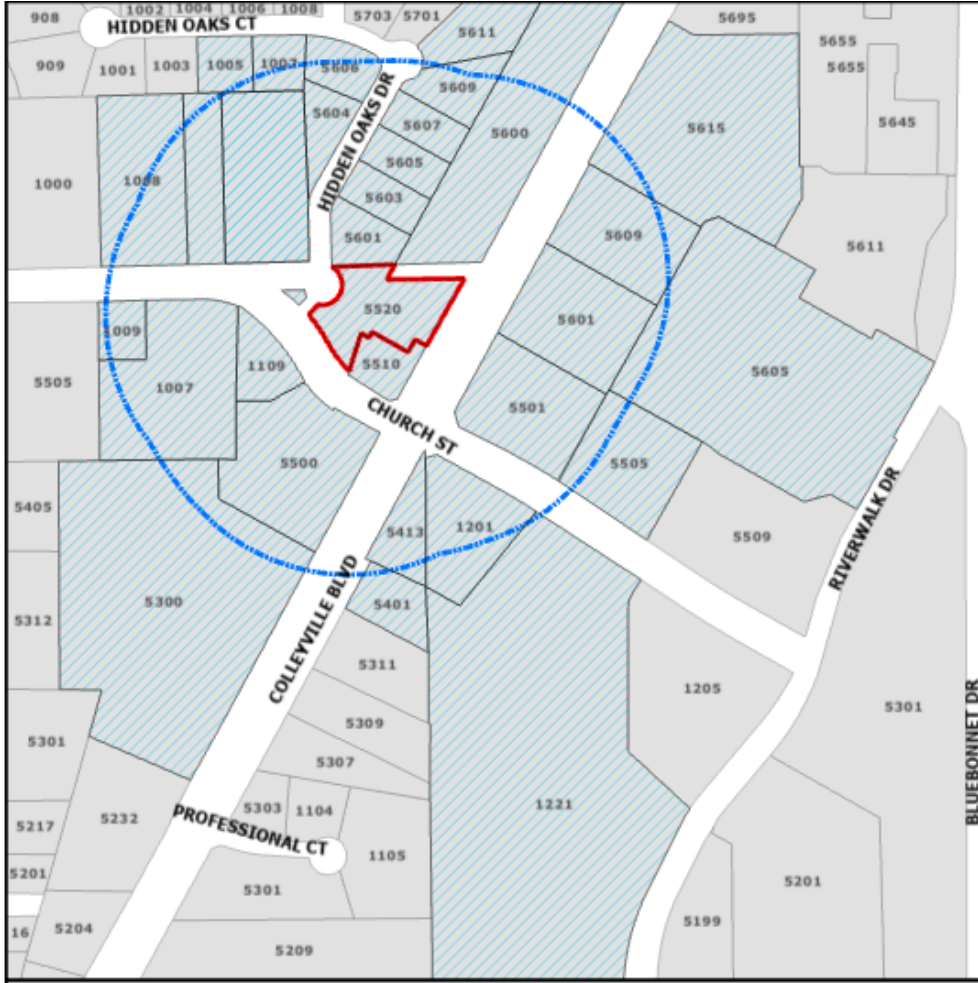
This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a 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:

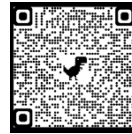
**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034**

Citizenletters@Colleyville.com

NOTICE OF PUBLIC HEARING



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 case number when requesting information.

Kris Potts

Kristopher Potts
Planner

RESOLUTION R-24-4985

**A RESOLUTION APPROVING ABANDONMENT OF A
25-FOOT RIGHT-OF-WAY**

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

Sec. 1. THAT the abandonment of a 25 foot right-of-way adjacent to Lot 1A, Block 1, of the N3 Development Addition, and associated with a replat for Lot 1, Block 1, 5520 Colleyville Boulevard Addition, on approximately 1.26 acres as shown and described per the attached as Exhibit "A", is hereby approved.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 19TH DAY OF NOVEMBER 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	_____		

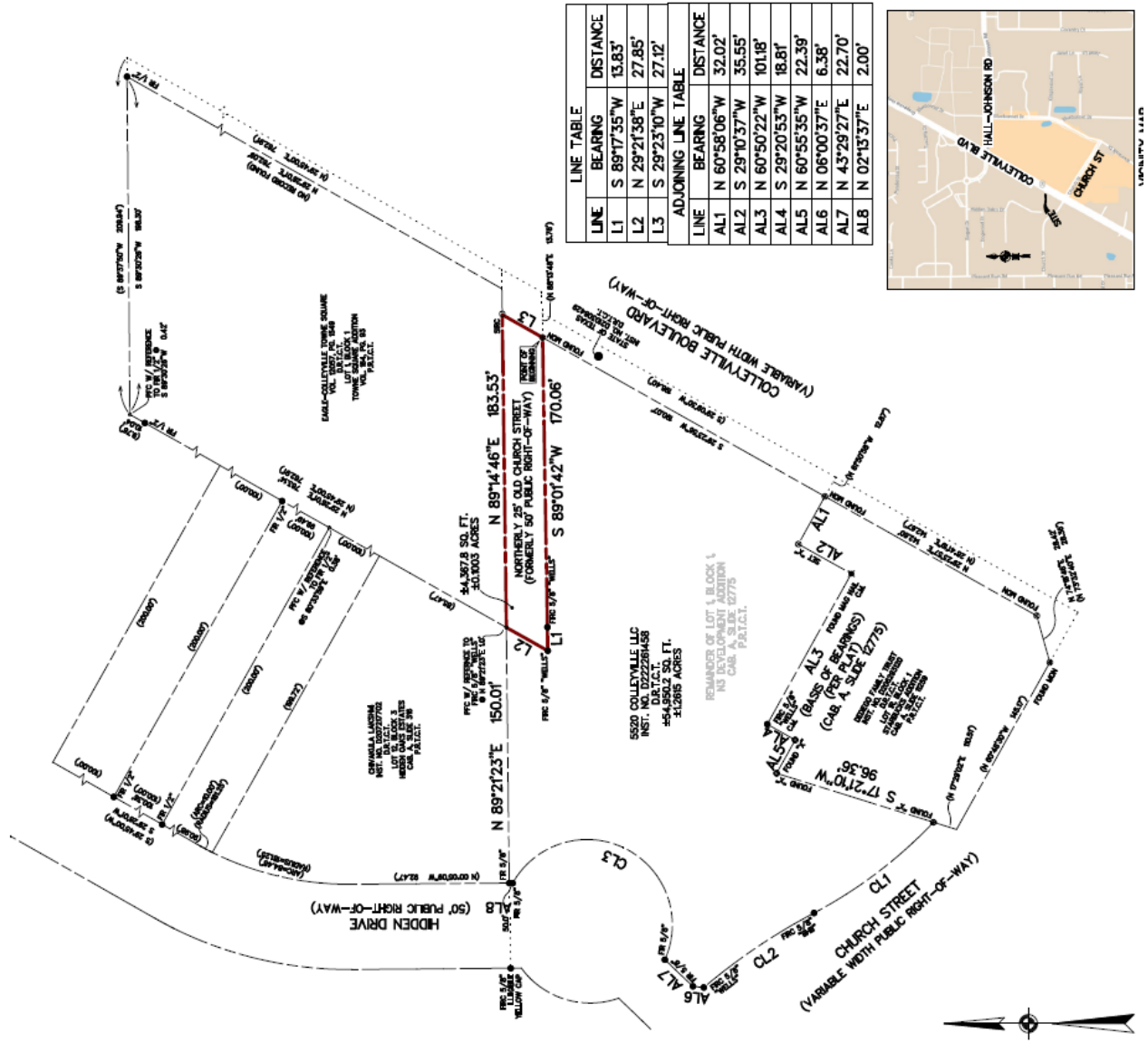
ATTEST:

CITY OF COLLEYVILLE

Christine Loven
City Secretary, TRMC

Bobby Lindamood
Mayor

Exhibit "A" – Plat Exhibit





CITY OF COLLEYVILLE

CITY COUNCIL BRIEFING

Agenda Number 8b	Agenda Date 11/19/2024	Number Resolution R-24-4986
Type Resolution		
Department Community Development		

Title

Consideration of a replat for Lot 1, Block 1, 5520 Colleyville Addition, being located at 5520 Colleyville Boulevard, Case PC24-009

Explanation

Reading and Public Hearing

This agenda item was tabled from the November 6, 2024 City Council meeting. The City Council determined that compensation for the right-of-way land area is necessary. The item was tabled to allow the applicant an opportunity to review the compensation request with the new property owner.

Benchmark Group of Texas, the applicant, has submitted a request for a replat to include a right-of-way abandonment for Lot 1, Block 1, 5520 Colleyville Addition, being approximately 1.26 acres, and zoned PUD-C Planned Unit Development - Commercial district. The purpose of the plat is to allow for the abandonment of 25’ of Old Church Street and combine the lot area into the property at 5520 Colleyville Boulevard.

Existing Conditions/Background: The subject property, 5520 Colleyville Boulevard, resides west of the intersection of Church Street and Colleyville Boulevard. Wells Fargo Bank is located on the property.

Lot Dimensions and Setbacks: Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the PUD-C district zoning regulations require the following standards:

Minimum Lot Size	None
Minimum Lot Width	150 feet
Minimum Lot Depth	120 feet
Front Building Line	40 feet
Side Building Line	None (25’ abutting residential)
Rear Building Line	None (25’ abutting residential)
Max. Lot Coverage	60%
Max. Impervious Coverage	80%

Analysis: The replat meets the requirements of the PUD-C zoning and the City’s Master Plan. The proposed replat will incorporate an abandoned 25’ right-of-way into the lot at 5520 Colleyville Boulevard. As a separate action, City Council will consider

abandonment of the right-of-way.

Plat Status: The property is currently platted as Lot 1A, Block 1, N3 Development Addition.

DRC Review: The DRC reviewed the request during their September 23, 2024 meeting and determined the replat may be scheduled for the next Planning and Zoning Commission meeting.

Drainage: NA

Surrounding Development: The properties to the north are zoned R-20 Single Family Residential and CC-2 Shopping Center and are improved with a single family home and commercial development. The property to the south is zoned PUD-C Planned Unit Development – Commercial and is improved with commercial development. The property to the east is zoned CC-2 Shopping Center and is improved with commercial development. Property to the west is zoned AG Agricultural and is improved as right-of-way area.

Tree Preservation: Any subdivision of the subject property must comply with Chapter 5 (Tree Preservation) of the Land Development Code. Where any tree is slated for removal, no site grading, dirt disturbance or new construction may occur on the property until a Tree Removal Permit has been issued that is associated with an approved Tree Preservation Plan.

In addition to the requirements for submittal of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the minimum existing protected tree canopy coverage as required in Chapter 5.

Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1,000 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.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of the plat at their October 14, 2024 meeting by a vote of 7-0.

Financial Impact

There is no financial impact to the City.

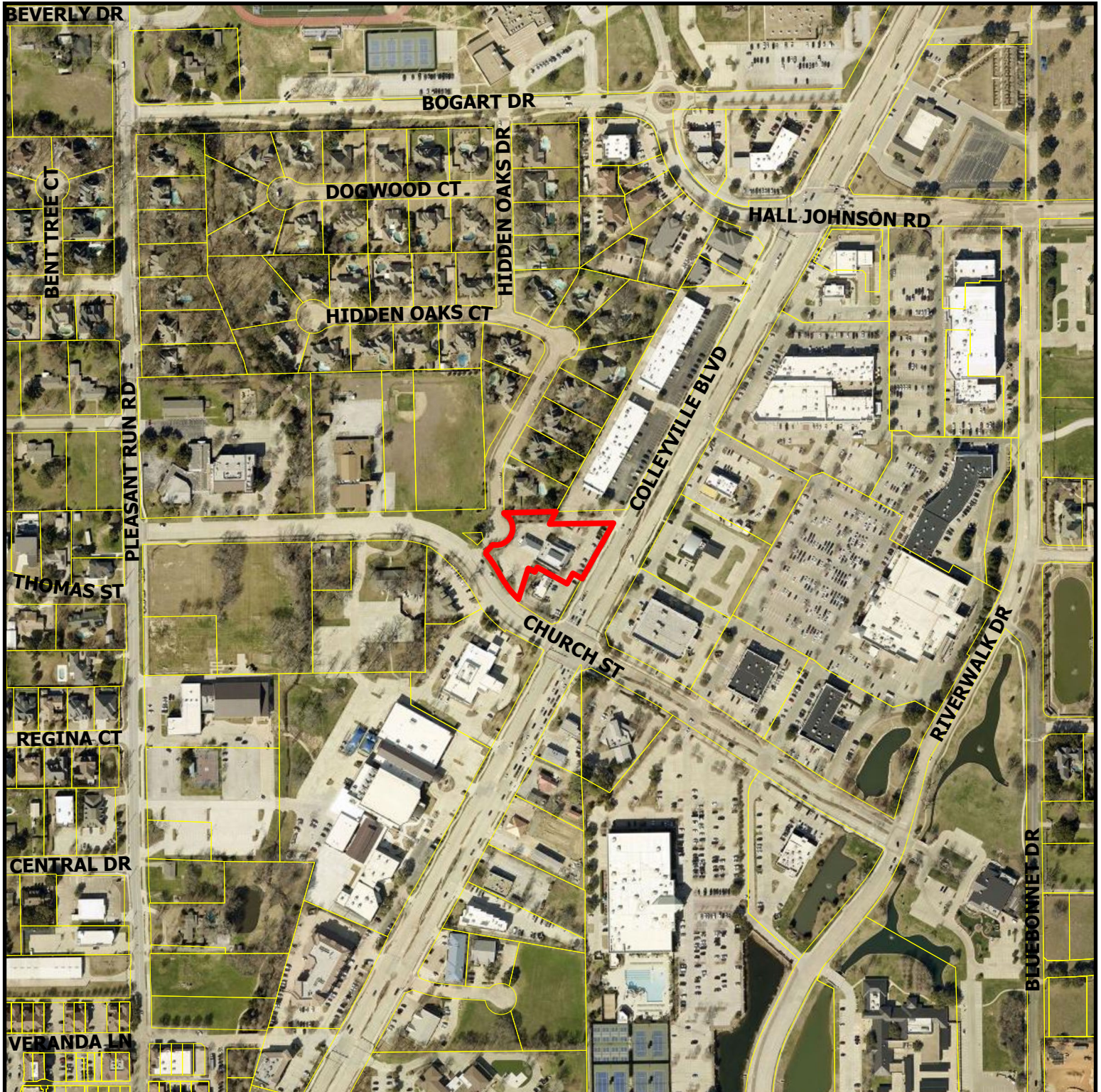
Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Plat Exhibit
5. RRight of Way Abandonment Exhibit
6. Notification Map
7. Notification Letter
8. Notification List
9. Resolution R-24-4986

Aerial Map

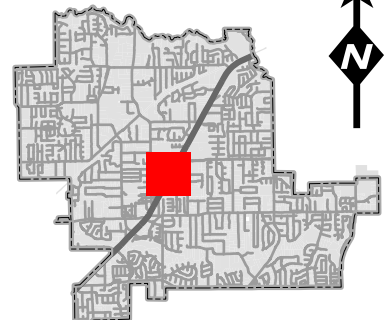


PC24-009

5520 Colleyville Blvd



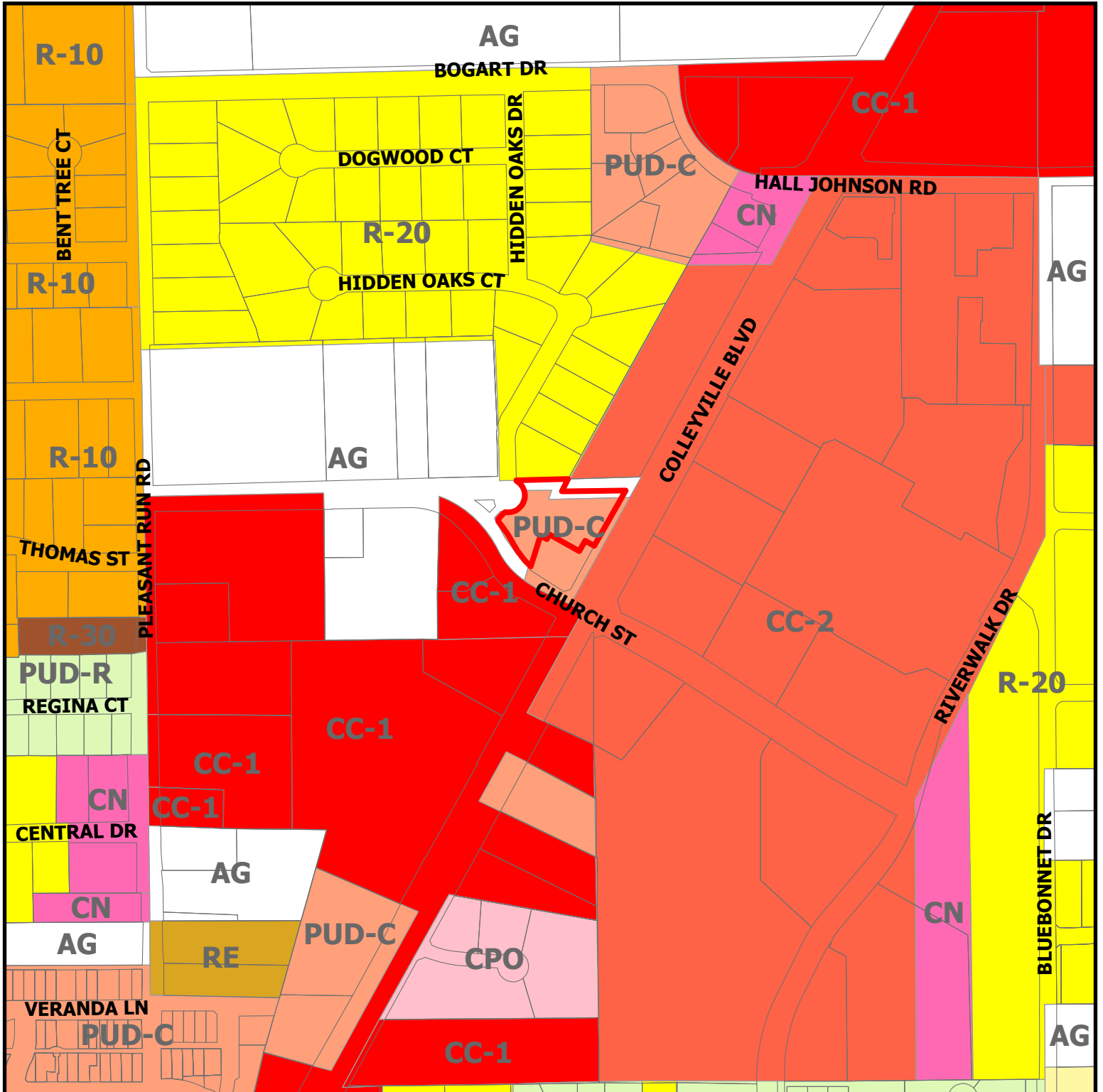
Subject Property



DISCLAIMER:

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Zoning Map

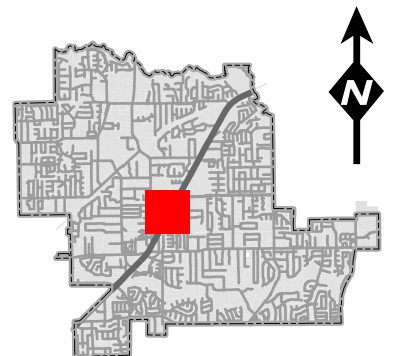


PC24-009

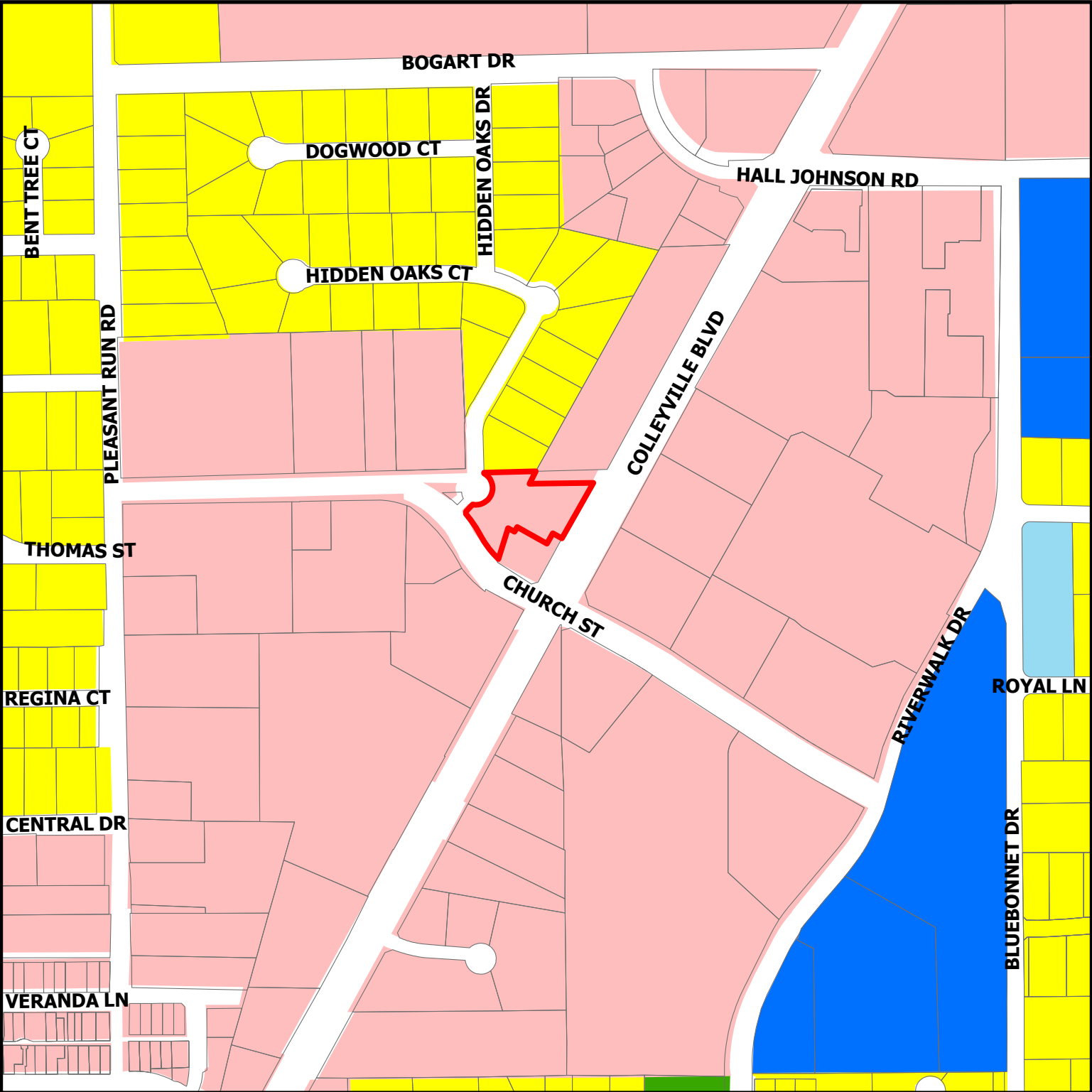
5520 Colleyville Blvd

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 Subject Property



Future Land Use Map



PC24-009

5520 Colleyville Blvd

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- | | |
|---|---|
|  Residential |  Open Space; Parks |
|  Institutional |  Water Body |
|  Colleyville Blvd Corridor |  Subject Property |

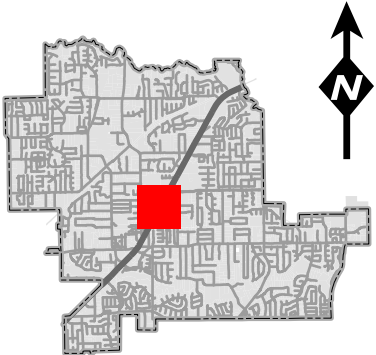


EXHIBIT "A"

DESCRIPTION OF TO BE ABANDONED RIGHT-OF-WAY

BEING 0.1003 ACRES OF LAND LOCATED IN THE NANCY B. LOONEY SURVEY ABSTRACT NO. 937, BEING ALL OF THE REMAINDER OF OLD CHURCH STREET BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A TXDOT MONUMENT DISC IN CONCRETE FOUND FOR THE NORTHEAST CORNER OF THE REMAINDER OF LOT 1, BLOCK 1, OF THE N3 DEVELOPMENT ADDITION, AN ADDITION TO THE CITY OF COLLEYVILLE, TEXAS, AS RECORDED ON THE PLAT THEREOF IN CABINET A, SLIDE 12775, PLAT RECORDS, TARRANT COUNTY, TEXAS, BEING ON THE NORTHWESTERLY RIGHT-OF-WAY LINE OF COLLEYVILLE BOULEVARD AND, BEING ALSO THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE ALONG THE COMMON LINES OF THE AFOREMENTIONED LOT 1 OF THE N3 DEVELOPMENT ADDITION AND THE HEREIN DESCRIBED TRACT FOR THE FOLLOWING COURSES AND DISTANCES:

S 89°01'42"W FOR A DISTANCE OF 170.06 FEET TO A 5/8" FOUND IRON ROD WITH CAP STAMPED "WELLS";

N 29°21'38"E FOR A DISTANCE OF 27.85 FEET TO A POINT FOR CORNER FROM WHICH A 5/8" FOUND IRON ROD WITH CAP STAMPED "WELLS" BEARS N89°21'23"E AT A DISTANCE OF 1.0 FEET, SAID POINT FOR CORNER BEING THE SOUTHEAST CORNER OF LOT 12, THE NORTHWESTERLY CORNER OF THE HEREIN DESCRIBED TRACT, AND THE SOUTHWEST CORNER OF LOT 1, BLOCK 1, OF THE TOWNE SQUARE ADDITION, AN ADDITION TO THE CITY OF COLLEYVILLE, AS RECORDED IN VOLUME 164, PAGE 93, PLAT RECORDS, TARRANT COUNTY, TEXAS;

THENCE N89°14'46"E ALONG THE COMMON LINE OF LOT 1 OF THE TOWN SQUARE ADDITION AND THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 183.53 FEET TO A 5/8 INCH IRON ROD WITH CAP STAMPED "BGT" SET FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBE TRACT, BEING THE NORTHEASTERLY CORNER OF THE AFOREMENTIONED OLD CHURCH STREET, AND ON THE WESTERLY RIGHT-OF-WAY LINE OF COLLEYVILLE BOULEVARD;

THENCE S29°23'04"W ALONG THE COMMON LINE OF THE HEREIN DESCRIBED TRACT AND THE WESTERLY RIGHT- OF-WAY LINE OF COLLEYVILLE BOULEVARD FOR A DISTANCE OF 27.10 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.1003 (4,367.8 SQUARE FEET) OF LAND MORE OR LESS;

PRELIMINARY

THIS SURVEY IS FOR REVIEW PURPOSES ONLY,
NOT TO BE RECORDED FOR ANY PURPOSE.

David M. Henderson
Registered Professional Land Surveyor No. 4489
In the State of Texas



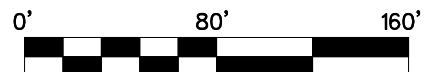
LAND SURVEYORS

Prepared By:

Benchmark Group
of Texas, Inc.

899 Presidential Drive, Suite 110, Richardson, Texas 75081
Phone (972) 680-3037 Fax (972) 680-3052
License No. 10120700

Drawn By: BD Checked By: MC
Scale: 1" = 80' Date: 07/31/24
BGT Project NO.: 2430040-ROW

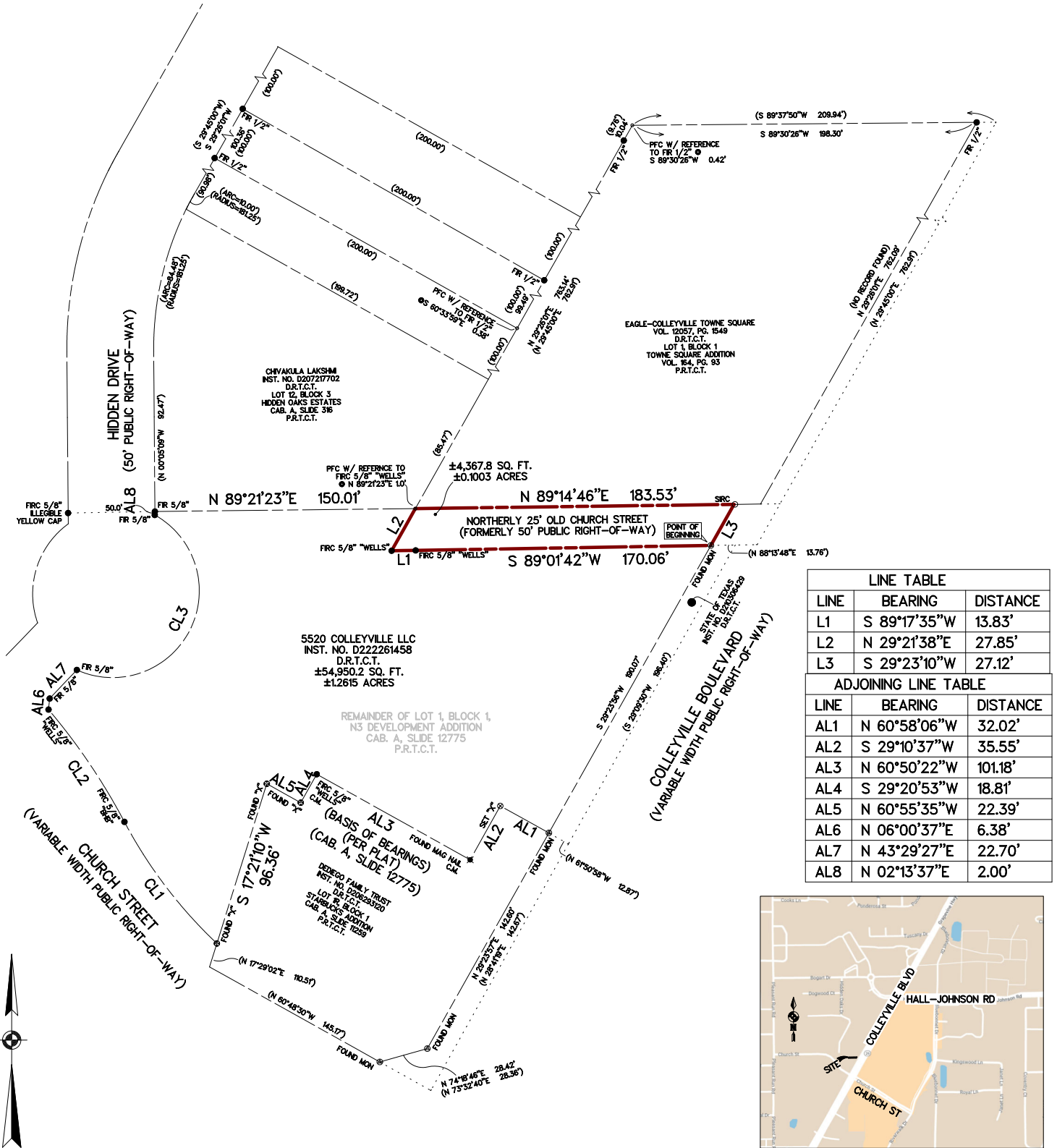


SCALE 1" = 80'

SHEET 1 OF 2

EXHIBIT "B"

MAP OF AREA



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 89°17'35"W	13.83'
L2	N 29°21'38"E	27.85'
L3	S 29°23'10"W	27.12'

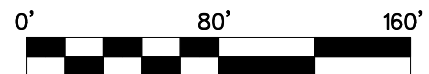
ADJOINING LINE TABLE		
LINE	BEARING	DISTANCE
AL1	N 60°58'06"W	32.02'
AL2	S 29°10'37"W	35.55'
AL3	N 60°50'22"W	101.18'
AL4	S 29°20'53"W	18.81'
AL5	N 60°55'35"W	22.39'
AL6	N 06°00'37"E	6.38'
AL7	N 43°29'27"E	22.70'
AL8	N 02°13'37"E	2.00'



Prepared By:
Benchmark Group
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899 Presidential Drive, Suite 110, Richardson, Texas 75081
 Phone (972) 680-3037 Fax (972) 680-3052
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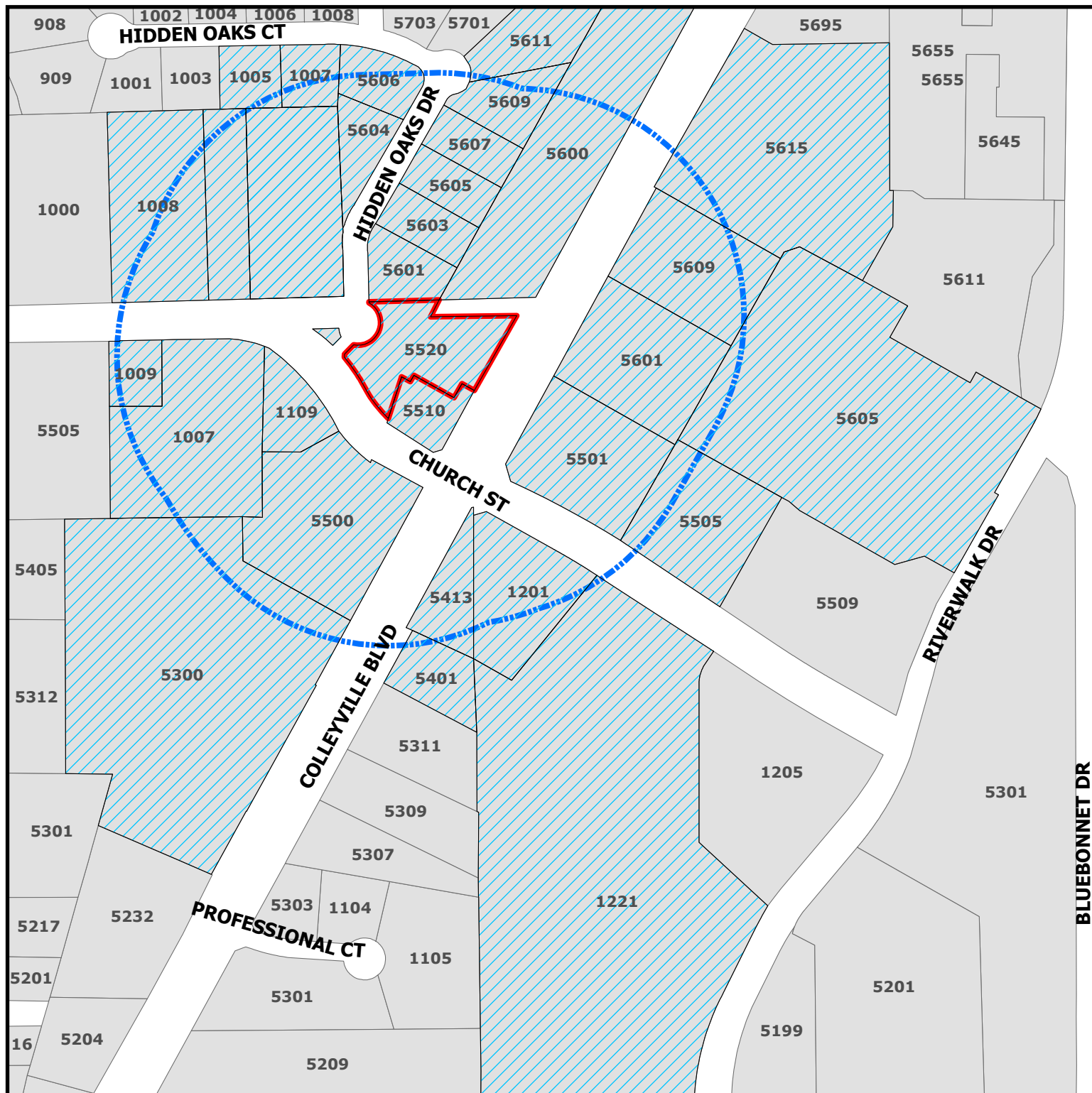
Drawn By: BD Checked By: MC
 Scale: 1" = 80' Date: 07/31/24
 BGT Project NO.: 2430040-ROW



SCALE 1" = 80'

SHEET 2 OF 2

Notification Map

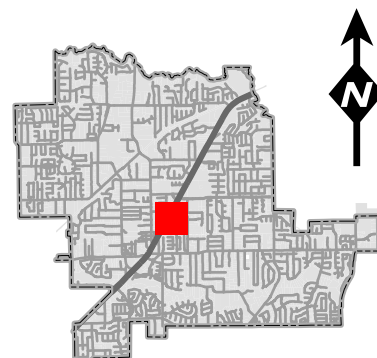


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PC24-009

5520 Colleyville Blvd

-  Parcels to be notified
 Buffer
 Subject Property





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, October 14, 2024 at 7:00 p.m.

City Council Meetings: Wednesday, November 6, 2024 at 7:00 p.m.

3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Replat for Lot 1, Block 1, 5520 Colleyville Addition. The purpose of the plat is to abandon an old right-of-way easement and clean up property lot lines.

Zoning Case: PC24-009

Applicant: BGT Commercial

Owner: 2727 PN SPE LLC

Location: 5520 Colleyville Blvd

Property Description: Lot 1A, Block 1, N3 Development Addition and an old right-of-way area.

Present Zoning: PUD-C, Planned Unit Development Commercial

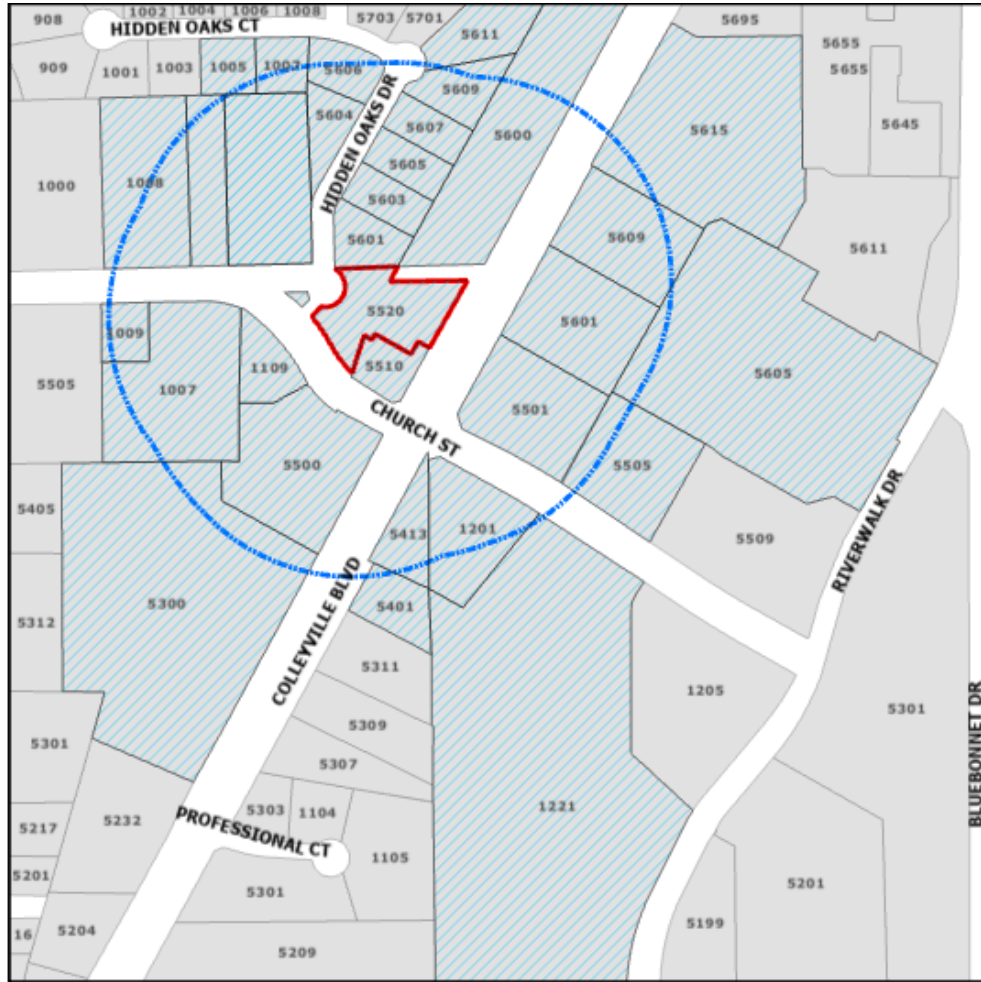
This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a 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:

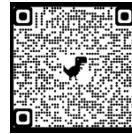
**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034**

Citizenletters@Colleyville.com

NOTICE OF PUBLIC HEARING



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 case number when requesting information.

Kris Potts

Kristopher Potts
Planner

Owner_Name	Situs_Addr
FIRST BAPTIST CH COLLEYVILLE	5300 COLLEYVILLE BLVD
BRADY, BLAKE	5401 COLLEYVILLE BLVD
JOHNSTON, DI ANN	1005 HIDDEN OAKS CT
GOODING, JOHN	1007 HIDDEN OAKS CT
LILLIS, JAMES	5606 HIDDEN OAKS DR
CORE-FULMER, SARAH ELIZABETH	5604 HIDDEN OAKS DR
LEACH, TERRY	5605 HIDDEN OAKS DR
CORGAN, KYLE D	5603 HIDDEN OAKS DR
CHIVAKULA, LAKSHMI	5601 HIDDEN OAKS DR
GALINDO, LORENA	5611 HIDDEN OAKS DR
FAUCHER, WILLIAM	5609 HIDDEN OAKS DR
RICHMOND, FREDRIC D	5607 HIDDEN OAKS DR
GII SHP EBSW DFW LLC	5500 COLLEYVILLE BLVD
JD JUDD REALTY HOLDINGS LLC	1109 CHURCH ST
2727 PN SPE LLC	5520 COLLEYVILLE BLVD
DEDIEGO FAMILY TRUST	5510 COLLEYVILLE BLVD
SVAP III TC COLLEYVILLE LLC	5615 COLLEYVILLE BLVD
CAVALIER INVESTMENT COMPANY INC	5501 COLLEYVILLE BLVD
CHARLES & ROB LTD	5601 COLLEYVILLE BLVD
HJ ROAD 26 LTD	5609 COLLEYVILLE BLVD
MDC COAST 7 LLC	1221 CHURCH ST
BRANCH BANKING & TRUST CO	1201 CHURCH ST
EAGLE-COLLEYVILLE TOWNE SQUARE	5600 COLLEYVILLE BLVD
LAHODA, BARTON G	1009 CHURCH ST
R P GANTOS VENTURES LLC	5413 COLLEYVILLE BLVD
COLLEYVILLE CHURCH OF CHRIST	1008 CHURCH ST
DIOCESE OF NEWTON FOR THE MELKITES IN THE UNITE	1008 CHURCH ST
HIDDEN OAKS ESTATES	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	STATE REQUIRED

RESOLUTION R-24-4986

**A RESOLUTION APPROVING A REPLAT FOR
LOT 1, BLOCK 1, 5520 COLLEYVILLE ADDITION**

WHEREAS, the Planning and Zoning Commission recommended approval of the replat for Lot 1, Block 1, 5520 Colleyville Addition, and to include a right-of-way abandonment for Nancy B. Looney Survey Abstract No. 937, on October 14, 2024.

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

Sec. 1. THAT the replat for Lot 1, Block 1, 5520 Colleyville Addition on approximately 1.26 acres, attached as Exhibit "A" - Plat Exhibit, is hereby approved.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 19TH DAY OF NOVEMBER 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
City Secretary, TRMC

Bobby Lindamood
Mayor

DATE: _____

SCALE: 1" = 30'

LEGAL DESCRIPTION

THESE PLAT FILE IN COUNTY CLERK'S DOCUMENT NO. _____

OWNER'S DECLARATION

I, the undersigned, being the owner of the premises hereinafter described, do hereby certify that the same are the property of the undersigned and that the same are not subject to any other claim or interest of any person other than the undersigned.

OWNER'S SIGNATURE _____

OWNER'S NAME _____

NOTES

1. The survey was made in accordance with the provisions of the Virginia Surveying Act of 1954, as amended.

2. The survey was made by the undersigned, a duly licensed surveyor in the State of Virginia.

3. The survey was made on the basis of the best available data, and the undersigned is not responsible for any errors or omissions in the same.

LEGEND

1. Lot 1, Block 1

2. Lot 2, Block 1

3. Lot 3, Block 1

4. Lot 4, Block 1

5. Lot 5, Block 1

6. Lot 6, Block 1

7. Lot 7, Block 1

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99. Lot 99, Block 1

100. Lot 100, Block 1

LEGAL DESCRIPTION

THESE PLAT FILE IN COUNTY CLERK'S DOCUMENT NO. _____

OWNER'S DECLARATION

I, the undersigned, being the owner of the premises hereinafter described, do hereby certify that the same are the property of the undersigned and that the same are not subject to any other claim or interest of any person other than the undersigned.

OWNER'S SIGNATURE _____

OWNER'S NAME _____

NOTES

1. The survey was made in accordance with the provisions of the Virginia Surveying Act of 1954, as amended.

2. The survey was made by the undersigned, a duly licensed surveyor in the State of Virginia.

3. The survey was made on the basis of the best available data, and the undersigned is not responsible for any errors or omissions in the same.

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88. Lot 88, Block 1

89. Lot 89, Block 1

90. Lot 90



CITY OF COLLEYVILLE CITY COUNCIL BRIEFING

Agenda Number 10

Agenda Date 11/19/2024

Type Report

Department City Secretary

Title

October 14, 2024 Planning and Zoning Commission Minutes

October 28, 2024 Planning and Zoning Commission Worksession Minutes

Attachments

1. October 14, 2024 Planning and Zoning Commission Minutes
2. October 28, 2024 Planning and Zoning Commission Worksession Minutes



CITY OF COLLEYVILLE PLANNING AND ZONING COMMISSION MINUTES

100 Main Street, Colleyville, Texas, 76034

MONDAY, OCTOBER 14, 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 October 14, 2024 at 6:15 p.m.

Roll Call

Present: David Groves, Sayeda Syed, Richard Remley, Jerry Savoie, Jerome Obinabo, Brandon Arnold, 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 on the items that would be presented on tonight's agenda. There was general discussion regarding the cases regarding carports and the Land Development Code Amendment for carport regulations.

Chair Bevill adjourned the Planning and Zoning Commission Worksession Meeting at 7:01 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 October 14, 2024, at 7:07 p.m.

Roll Call

Present: David Groves, Sayeda Syed, Richard Remley, Jerry Savoie, Jerome Obinabo, Brandon Arnold, 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 September 9, 2024 Planning and Zoning Commission Meeting Minutes

September 23, 2024 Planning and Zoning Commission Worksession Meeting Minutes

Commissioner Remley made a motion to approve the September 9, 2024 Planning and Zoning Commission Meeting Minutes and the September 23, 2024 Planning and Zoning Worksession meeting minutes.

Commissioner Savoie seconded the motion.

The motion was carried by the following vote:

Aye: 7 – Groves, Syed, Obinabo, Remley, Arnold, Savoie, and Bevill

Nay: 0

2. PUBLIC HEARING AGENDA ITEMS

2a Consideration of a Replat for Lots 1, 2, and 3, Block 1, Fegan Addition, being located at 6001 Pleasant Run Road, Case PC24-006

Jacquelyn Reyff presented case PC24-006 and briefed the Commission, the property meets all R-40 zoning requirements, and the zoning change was recently approved.

Keith Hamilton, 8241 Mid Cities Blvd, North Richland Hills TX, the applicant presented his case to the commission.

Commissioner Groves had questions regarding the street width and if there were any plans to do any improvements to the South side of the street.

The applicant stated there was ROW being dedicated to the city for potential future improvements, the sidewalk will be built off of Cooks after construction of the new homes.

The public hearing was opened at 7:16 p.m.

Jordan Shipp, 1004 Cooks Ct. spoke on the case. Regarding the sidewalk off of Cooks and Pleasant Run Rd. There was also a question about what would happen with the sidewalk construction if the church never developed.

With no one else wishing to speak, the public hearing was closed at 7:18 p.m.

Commissioner Obinabo made a motion to approve Case PC24-006.

Commissioner Savoie seconded the motion.

The motion was carried by the following vote:

Aye: 7 – Groves, Syed, Obinabo, Remley, Arnold, Savoie, and Bevill

- 2b** Consideration of a Replat for Lot 1R, Block 1, Village Court Addition, being located at 5201 and 5217 Pleasant Run Road, Case PC24-008

Jacquelyn Reyff presented case PC24-008 and briefed the Commission, she explained the commission has seen this case before but the Plat approval expired, so the applicant has returned to Plat the property.

Wesley Betterton, 2617 White Oak Ct, Arlington TX, addressed the commission and was ready to answer any potential questions.

There was general discussion regarding the parking on the South end of the property and the creek / drainage easement on the property.

The public hearing was opened at 7:28 p.m.

With no one wishing to speak, the public hearing was closed at 7:28 p.m.

Vice-Chair Groves made a motion to approve Case PC24-008.

Commissioner Syed seconded the motion.

The motion was carried by the following vote:

Aye: 7 – Groves, Syed, Obinabo, Remley, Arnold, Savoie, and Bevill
Nay: 0

2c Consideration of a Replat for Lot 1, Block 1, 5520 Colleyville Addition, being located at 5520 Colleyville Boulevard, Case PC24-009

Jacquelyn Reyff presented the case and briefed the Commission. Wells Fargo bank is asking for the abandonment of a right-of-way easement that is no longer needed by the City, for the applicant to acquire the easement by replat.

The applicant addressed the commission and stated they would answer any questions they may have.

The public hearing was opened at 7:31 p.m.

With no one wishing to speak, the public hearing was closed at 7:32 p.m.

Commissioner Syed made a motion to approve case PC24-009.

Commissioner Savoie seconded the motion.

The motion was carried by the following vote:

Aye: 7 – Groves, Syed, Obinabo, Remley, Arnold, Savoie, and Bevill

Nay: 0

2d Consideration of a Special Use Permit for a residential carport on Lot 27, Block 2, Woodbriar Estates West Addition, being located at 3412 San Bar Lane, Case ZC24-015

Kristopher Potts presented the case and briefed the Commission on the carport and carport regulations in the land development code.

Charles David, 3412 San Bar Ln., the applicant addressed the commission and came to answer any potential questions. Gayle Bremeret, 3412 San Bar Ln., (the applicant) also spoke on the case.

Chair Bevill had several questions for the applicant regarding if they've built in Colleyville often and the requirement of building permits in other communities. There was general discussion regarding the need for permits and the applicant's willingness to bring the carport into compliance with our current code.

The public hearing was opened at 7:53 p.m.

With no one wishing to speak, the public hearing was closed at 7:53 p.m.

Vice-Chair Groves made a motion to deny case ZC24-015.

Commissioner Syed seconded the motion.

The motion was carried by the following vote:

Aye: 3 – Groves, Syed, and Savoie

Nay: 4 – Obinabo, Remley, Arnold, and Bevill

The motion to deny failed 3-4.

Commissioner Remley made a motion to approve case ZC24-015.

Commissioner Obinabo seconded the motion.

The motion was carried by the following vote:

Aye: 4 – Obinabo, Remley, Arnold, and Bevill

Nay: 3 – Groves, Syed, and Savoie

- 2e** Consideration of a Special Use Permit to allow for Package Store Sales – Off-premises Consumption on Lot 1, Block 1, Towne Square Addition, being located at 5600 Colleyville Boulevard, Suite G, Case ZC24-016

Kristopher Potts presented the case and briefed the Commission on SUP requirements for alcohol sales within the city of Colleyville.

Andrew Sissney, 3411 F/M 720 Lot 242, Oak Point TX, the applicant, spoke on the case and showed a brief PowerPoint detailing his proposal and the many benefits it could potentially bring to Colleyville.

The commission had questions regarding how the applicant came up with their financial numbers, specifically regarding tax revenue for the city. There was also discussion of tobacco and vape restrictions that are not allowed with this SUP. The commission had questions on how the store would be unique and compete with other retailers, the applicant stated they will have unique hard to find alcohol that other retailers could not get.

The public hearing was opened at 8:22 p.m.

Donna Marshall, 5707 Hidden Oaks Dr. spoke on the case. Stating she has no opposition for the liquor use, but the area feels clustered and even though it meets

code the store location is still close by to many Churches and a school.

With no one else wishing to speak, the public hearing was closed at 8:24 p.m.

Commissioner Arnold made a motion to approve case ZC24-016.

Commissioner Remley seconded the motion.

The motion was carried by the following vote:

Aye: 6 – Groves, Obinabo, Remley, Arnold, Savoie, and Bevill

Nay: 1 – Syed

- 2f** Consideration of a Special Use Permit to allow for Massage Therapy on Lot 3R1, Block 1, Andy Felps Addition, being located at 3919 Colleyville Boulevard, Suite C, Case ZC24-017

Kristopher Potts presented the case and briefed the Commission on the proposed massage use. Staff made comment that Colleyville PD had verified the applicant had passed their CO application.

Sarah Yang and Keith Bloomberg, 6513 Jerry Ct., North Richland Hills TX, addressed the commission and presented their case for the proposed massage store.

There was general discussion regarding how many employees the site will have, questions over financing for the business, several questions regarding some of the proposed rooms in the suite; such as a shower room and double room.

The public hearing was opened at 8:49 p.m.

With no one wishing to speak, the public hearing was closed at 8:50 p.m.

Commissioner Syed made a motion to break for executive session at 8:50 p.m.

The Planning and Zoning Commission Meeting was resumed at 9:05 p.m.

Commissioner Arnold made a motion to approve case ZC24-017.

Commissioner Obinabo seconded the motion.

The motion was carried by the following vote:**Aye: 2 – Arnold and Obinabo****Nay: 5 - Groves, Syed, Remley, Savoie, and Bevill****The motion failed 2-5; therefore the case was denied.**

- 2g** Consideration of a Special Use Permit for a residential carport on Lot 2, Block 1, Arbor Estates II Addition, being located at 5503 Sycamore Drive, Case ZC24-018

Kristopher Potts presented the case and briefed the Commission on the carport and carport regulations in the land development code.

Charles Cotton, 729 E. Rock Island Avenue, Boyd, TX, the applicant spoke on the case and answered the commission's questions.

There was general discussion if this carport is a need for the homeowner. Scott Hall, the homeowner also came up to speak there is a need for the carport as his truck does not fit in the existing garage. The commission had questions regarding if the carport would meet the land development code regulations; the proposed carport will meet all requirements. There was also questions regarding the HOA if they allow carports, the homeowner informed the commission that it was a voluntary HOA.

The public hearing was opened at 9:23 p.m.

Keith Coburn, 5505 Sycamore Dr. spoke in support of the case, asking if it could be slightly shorter to match near the fence heights.

Janet Suedmeier, 2301 Mulberry Ct., spoke in opposition of the case. That this carport would not help the community as their HOA bylaws require and has not been reviewed by their ARC committee. The commission stated that deed restrictions and HOA bylaws do not affect city decisions.

Steven Hausman, 5506 Sycamore Dr. spoke on the case, regarding the ARC committee approvals. Steven stated the ARC committee would support the carport if the roof line was lowered.

With no one else wishing to speak, the public hearing was closed at 9:37 p.m.

Commissioner Syed made a motion to approve case ZC24-018.

Commissioner Savoie seconded the motion.

The motion was carried by the following vote:

Aye: 7 – Groves, Syed, Obinabo, Remley, Arnold, Savoie, and Bevill

Nay: 0

- 2h** Consideration of amendments to the Land Development Code, Section 3.27
- Accessory Buildings and Residential Carport Regulations, Case GC24-011

Ben Bryner presented the case and briefed the Commission on the potential Land Development Code Amendments for carport regulations.

Commissioner Remley had questions regarding how many carports we currently see and if this change would reduce the number of Special Use Permits. City staff stated that this may reduce the number of SUP requests as this gives residents the option to potentially move the carport elsewhere to avoid the SUP process rather than explicitly not allow it.

The public hearing was opened at 9:52 p.m.

With no one wishing to speak, the public hearing was closed at 9:52 p.m.

Commissioner Obinabo made a motion to approve case GC24-011.

Commissioner Savoie seconded the motion.

The motion was carried by the following vote:

Aye: 6 – Groves, Obinabo, Remley, Arnold, Savoie and Bevill

Nay: 1 - Syed

4. CITIZEN COMMENTS

The public forum opened at 9:54 p.m.

With no one wishing to speak, the public forum closed at 9:54 p.m.

5. ADJOURNMENT

The meeting adjourned at 9:55 p.m.

The minutes were written and prepared by:

Kristopher Potts

Kristopher Potts
Planner

The meeting minutes were approved on November 12, 2024 by a vote of 6-0.



CITY OF COLLEYVILLE PLANNING AND ZONING COMMISSION WORKSESSION MINUTES

100 Main Street, Colleyville, Texas, 76034

OCTOBER 28, 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 October 28, 2024, at 6:15 p.m.

Roll Call

Present: Claudia Bevill, David Groves, Richard Remley, Jerome Obinabo, Jerry Savoie, and Brandon Arnold

Absent: Sayeda Syed

Staff Present: Ben Bryner, Jacquelyn Reyff, Chris Pham

Also Present: Fire Marshal, Rob Mckeown

2. WORKSESSION AGENDA ITMES

- 2a** Presentation and discussion of a Preliminary/Final Plat for the Oak Creek Subdivision, being Lot 1, Block 1, Allzim Acres Addition and Tracts 2A7B, 2ABC, and 2A9A, Abstract 533, Mary M Freeman Survey, located at 7209 John McCain Road and 7215 John McCain Road, Case PC24-012

Chris Pham briefed the Commission on the proposed Preliminary/Final Plat. There was discussion regarding drainage concerns from the neighbors.

- 2b** Presentation and discussion of a Preliminary/Final Plat for the Bluffs Subdivision, being Tracts 1B1, 1B2, 1C1, and 1B3, Abstract 294, Robert Chowning Survey and Lot 1, Block 1, Cero Addition, located at 2417 Wilkes Drive and 6900 Pool Road, Case PC24-013

Chris Pham briefed the Commission on the proposed Preliminary/Final Plat.

- 2c** Presentation and discussion of a Special Use Permit to allow for a fence on Lot 1, Block 1, Chelsea Park Addition, being located at 5000 Chelsea Drive, Case ZC24-020

Chris Pham briefed the Commission on the proposed Special Use Permit request. There was general discussion regarding the specific placement of the fence.

- 2d** Presentation and discussion of a Rezoning from AG Agricultural to CC-1 Village Retail on Lot 2, Block 1, First Baptist Church-Colleyville Addition, being located at 1007 Church Street, Case ZC24-021

Chris Pham briefed the Commission on the rezoning request. Staff informed the Commission why the rezoning request was taking place, and the future plans to plat the campus of CrossCreek Church together as one lot.

- 2e** Presentation and discussion of a Special Use Permit to allow for a fence on Lot 16, Block 8, Oak Crest Hills Addition, being located at 405 Oak Valley Drive, Case ZC24-022

Jacquelyn Reyff briefed the Commission on the Special Use Permit request. There was discussion about the history of the development and whether the fence placement would have an impact on any future street widening.

- 2f** Presentation and discussion of a Special Use Permit to allow for a residential carport on Lot 8, Block 1, Arbor Estates Addition, being located at 2401 Spruce Court, Case ZC24-023

Jacquelyn Reyff briefed the Commission on the Special Use Permit request for a carport. The Commission inquired about the regulations for carports and whether this carport met all of them; staff informed the Commission that the carport did not meet the requirements present in the Land Development Code. There was discussion regarding the lack of concrete, asphalt, or pavers underneath the carport. Joe Chiles, the applicant, was in attendance and the Commission inquired why he did not pull a permit for the carport.

- 2g** Presentation and discussion of an amendment to the Planned Unit Development - Commercial district for The Village at Colleyville for consideration of a specific use to be allowed on Lot 27 of the Village at Colleyville Addition, being located at 55 Main Street, Suite 100, Case ZC24-024

Jacquelyn Reyff briefed the Commission on the case. There was discussion about the list of permitted uses in the Village at Colleyville PUD Ordinance.

- 2h TABLED TO THE DECEMBER 9 PLANNING AND ZONING COMMISSION MEETING.** Presentation and discussion of a Special Use Permit to allow for a Warehouse and Distribution Facilities use on Tracts 2H, 2J, and 2K, Abstract 963, Absalom J Lott Survey, and Lot 1, Block 1, Konyha Addition, being located at 6600, 6602, 6604, and 6526 Colleyville Boulevard, Case ZC24-025

Jacquelyn Reyff briefed the Commission on the case and informed the Commission that the case was tabled to the December 9th Planning and Zoning Commission Meeting. There was some discussion related to the number of truck bays, hours of operation, and developer discussion with the neighboring subdivision, Monterra.

- 2i** Presentation and discussion of a Special Use Permit for a reduction in Parking on Lot 1, Block 1, Gonzalez Addition, being located at 6609 Colleyville Boulevard, Case ZC24-026

Jacquelyn Reyff briefed the Commission on the Special Use Permit request for a reduction in parking. There was some discussion about the expected number of individuals that would be using the training facility at a time and who the owner/operator would be.

3. ADJOURMENT

The meeting adjourned at 6:51 p.m.

The minutes were written and prepared by:

Christopher Pham

Chris Pham
Planner

The meeting minutes were approved on November 12, 2024 by a vote of 6-0.

RESOLUTION R-24-4992

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
NOVEMBER 19, 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 19TH DAY OF
NOVEMBER 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
City Secretary, TRMC

Bobby Lindamood
Mayor