



City of Colleyville City Council Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817.503.1000
www.colleyville.com

Tuesday, February 2, 2021

**WORKSESSION
5:30 PM
COUNCIL CHAMBERS
THIRD FLOOR**

CALL TO ORDER

- WS-1** Discussion of Tinker Road Improvements Project
- WS-2** Presentation and discussion of the RFP process for possible purchase of new City-wide permit software
- WS-3** Discussion of the February 2, 2021, City Council regular agenda items

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

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including: Glade Road eminent domain case for Parcel 150

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including: Acquisition of real property along SH26

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
7:30 P.M.
CITY COUNCIL CHAMBERS**

INVOCATION**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-21-4582****3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS****Announcements of civic and charitable events****Presentation of calendar events and updates****Announcements of awards and recognition**

Presentation of redeemed Colleyville Economic Development Corporation bond

4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-21-4583

4a Approval of the minutes of the regular City Council meeting of January 5, 2021

4b Approval of the minutes of the regular City Council meeting of January 19, 2021

4c Approval of the proposal by PTI Sports & Recreation Construction, an approved vendor through the BuyBoard purchasing program, in an amount not to exceed \$149,000.00, for the installation of four pickleball courts at City Park, and authorizing the City Manager to execute the documents

5. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**5a Ordinance O-21-2154**

Consideration of a zoning change from AG Agricultural district to R-40 Single Family Residential district on Lot 1, Block 1, Yaffa Addition, located at 608 Shelton Drive, Case ZC20-033

6. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**6a Ordinance O-21-2155**

Consideration of an Amendment to the Planned Unit Development-Commercial zoning district on Lot 1, Block 1, Village Front Door Addition, located at 5204 Colleyville Boulevard, Case ZC20-034

7. TABLED ORDINANCE(S): READING AND PUBLIC HEARING**7a Ordinance O-21-2152**

Consideration of a Special Use Permit for a Massage Therapy use on Lot 1R1, Block 1, Foster Addition, located at 5200 Colleyville Boulevard, Suite C, Case ZC20-030

8. RESOLUTION(S): READING AND PUBLIC HEARING**8a Resolution R-21-4584**

Consideration of a replat for Lot 1R1, Block 1 and Lot 2AR2, Block 3, Wescoat Place, being Lot 1R, Block 1 & Lots 2AR1 and 6A, Block 3, Wescoat Place, located at 6200 & 6104 Bransford Road and 6108 LD Lockett Road, Case PC20-010

8b Resolution R-21-4585

Consideration of a Replat for Lots 10R and 11, Block 2, Oak Knoll North, being Lot 10, Block 2, Oak Knoll North and Tract 3K, Abstract 1038, Hall Medlin Survey, located at 7313 and 7309 Jo Will Street, Case PC20-014

9. CITIZEN COMMENTS**10. REPORTS**

Planning and Zoning Commission Minutes - December 14, 2020

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, FEBRUARY 2, 2021 - READING AND PUBLIC HEARING - RESOLUTION R-21-4586**12. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, January 29, 2021* 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 817.503.1133, and reasonable accommodations will be made to assist you.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number WS-1

Agenda Date 2/2/2021

Type Worksession

Department City Secretary

Title

Discussion of Tinker Road Improvements Project

Explanation

In September of 2019, City Council approved the 2020-2024 Capital Improvement Program (CIP) by Resolution R-19-4420, which included the design of the Water Project 11: Tinker Road Water Line. However, based on the condition of the existing road and the concerns of drainage along Tinker Road, City Council approved increasing the design scope to incorporate water, wastewater storm sewer, and roadway reconstruction. A Worksession was conducted for the design of Tinker Road on July 21, 2020. Staff mailed out a citizen survey to determine the desires of citizens living along the corridor and has compiled the survey results and revised the street alignment based on those results. Those results were presented during the January 5, 2021 meeting.

Attachments

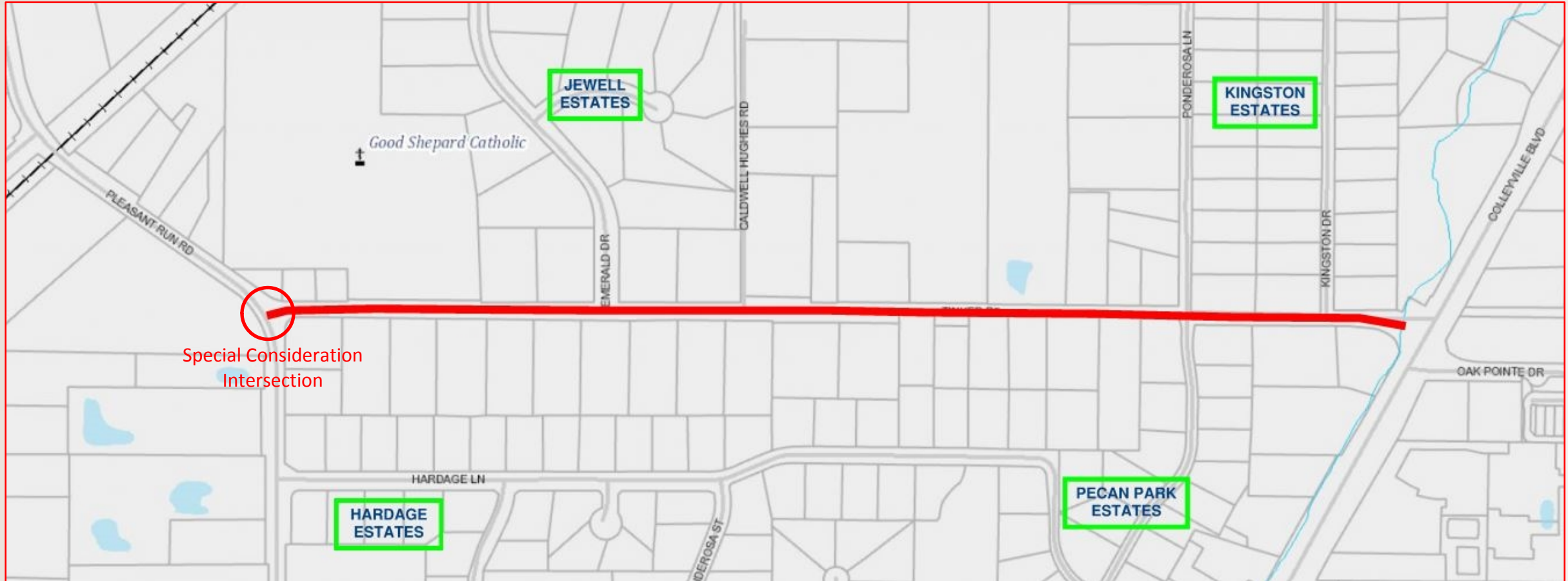
1. Tinker Road Discussion

Tinker Road Presentation and Discussion

City Council Worksession

February 2, 2021

Tinker Road

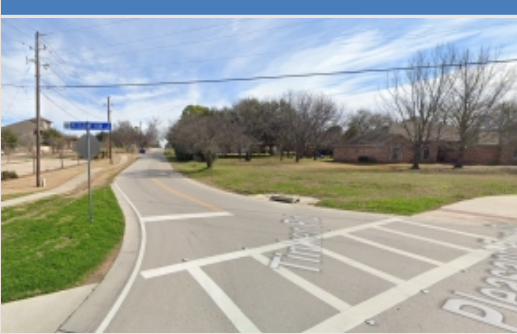


Project Information

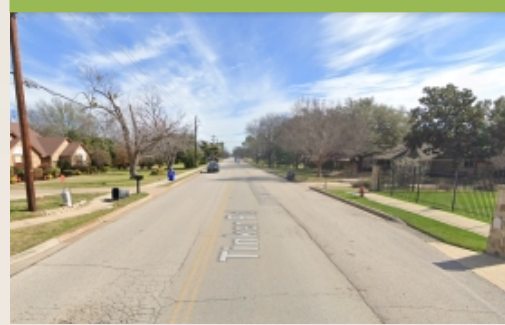
- Tinker Road is identified in the 2015 Master Thoroughfare Plan as a Major Collector. This project will include full reconstruction of Tinker Road from Pleasant Run Road east to SH 26/Colleyville Boulevard.

Tinker Road Existing Condition

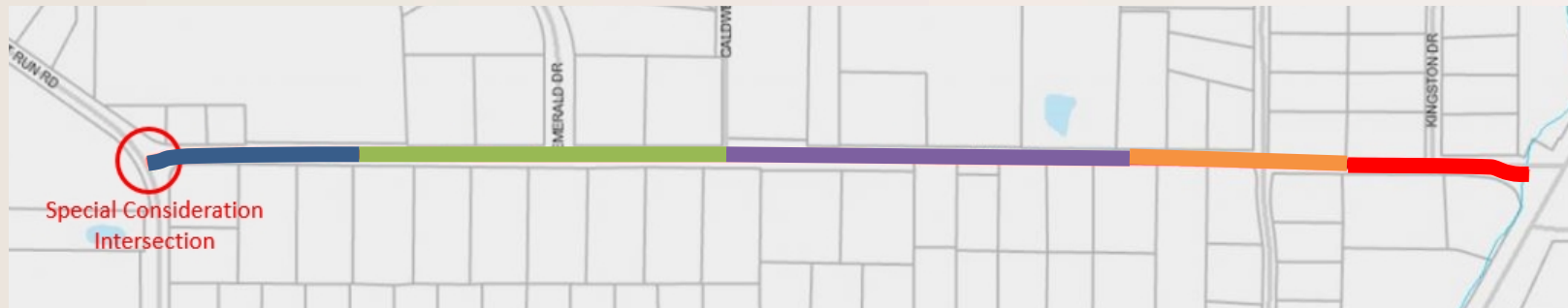
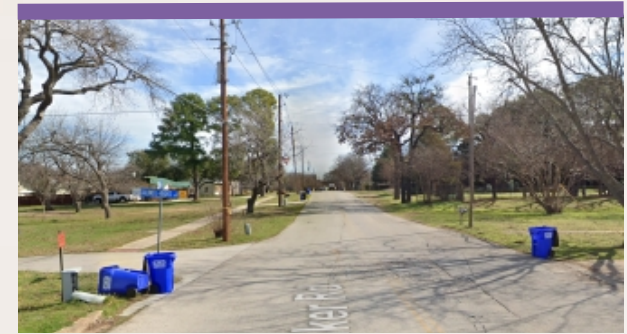
**Looking East from Pleasant Run Rd
21-foot wide existing section**



**Looking east at 40-foot wide section
in front of Jewel Estates**



**Looking East at Caldwell Hughes Rd.
width reduces back to 21-feet**

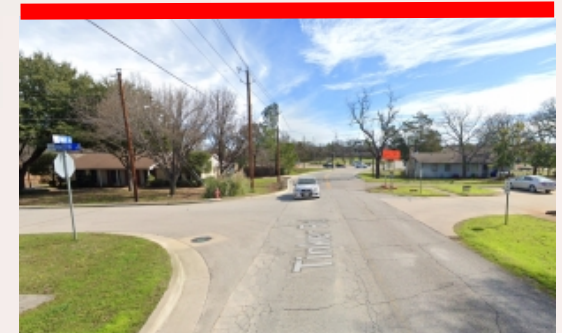


Existing Right of Way widths varies from approximately 35' to 60'



**Looking East at Ponderosa Ln
21-foot wide existing section**

**Looking East at Kingston Dr
and transition to 37 feet at SH-26/Colleyville Blvd**

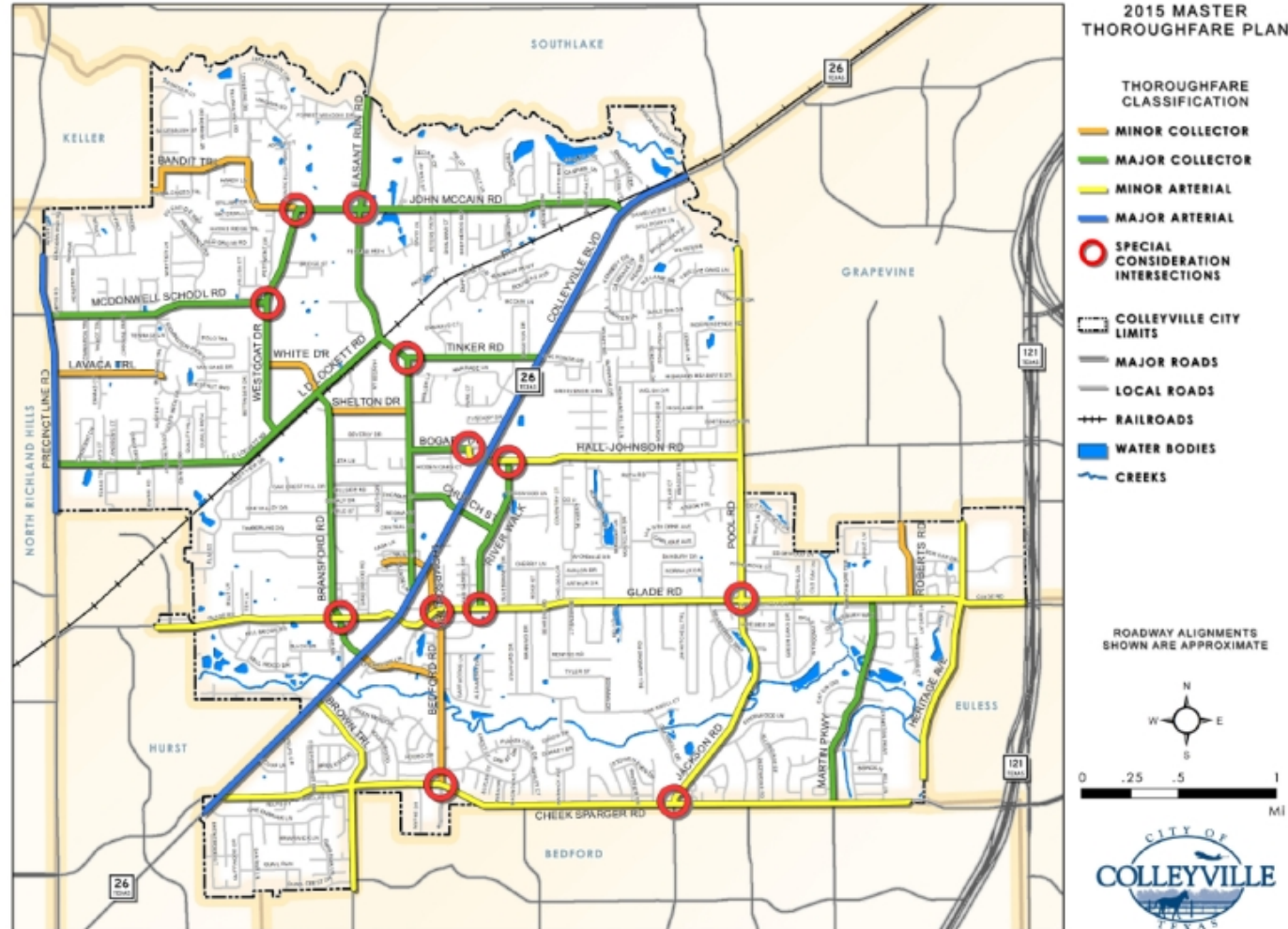


Tinker Road



City of Colleyville 2015 Master Thoroughfare Plan

Map 5.2, Master Thoroughfare Plan



Roadway	Location	Roadway Classification	Average Daily Traffic	Traffic Circle	Existing Pavement Width
John McCain Rd.	Near Pleasant Run Rd.	Major Collector	11,274	Yes	20'
Westcoat Dr.	Near John McCain Rd.	Major Collector	10,023	Yes	20'
McDonwell School Rd.	Near Westcoat Rd.	Major Collector	9,455	Yes	22'
Tinker Rd.	Near Pleasant Run Rd.	Major Collector	4,085	No	20'-40'
L.D. Lockett Rd.	Near Pleasant Run Rd.	Major Collector	6,220	No	22'
Bransford Rd.	Near Glade Rd.	Major Collector	4451	No	20'
Pleasant Rd.	Near John McCain Rd.	Major Collector	7498	Yes	36'
Bogart Rd.	Near Pleasant Run Rd.	Major Collector	NA	Yes	36'
Church Rd.	Near Pleasant Run Rd.	Major Collector	NA	No	48'
Riverwalk Dr.	Near Glade Rd.	Major Collector	NA	Under Const.	48'
Martin Pkwy	Near Glade Rd.	Major Collector	NA	No	44'

Tinker Road



Tinker Road Design

COLLEYVILLE 2035 COMPREHENSIVE PLAN
DESTINATION COLLEYVILLE

Table 5.1. Master Thoroughfare Plan Design Standards

CITY OF COLLEYVILLE - MASTER THOROUGHFARE PLAN CLASSIFICATION CRITERIA											
Road Classifications	Road Type	Ideal Traffic Volume Capacity ¹ (Average Daily Traffic)	Right-of-Way Width (Feet)	Roadway Typical Section ⁵							
				Pavement Width ² (Feet)	Number of Lanes (#)				Minimum Median Width (Feet)	Parkway Width ³ (Feet)	Sidewalk Minimum Width (Feet)
					Total Number of Lanes	Dedicated Left Turn Lane	Dedicated Right Turn Lane	Parking Allowed			
Local	R2U	0 - 1,250	50'	24'-28'	2 Lanes	N/A	N/A	Yes	N/A	11'-13'	5'
Minor Collector	C2U	1,250 - 3,500	75'	30'-36'	2 Lanes with Option for Turn Lanes at Intersections	Optional	Optional	Yes	N/A	19.5' - 22.5'	5'
Major Collector	C2U/C3U	3,500 - 13,000	75'	36'-42'	2+ Lanes	Optional	Optional	No	N/A	16.5' - 19.5'	5'
Minor Arterial	M2U/M4U/M4D	8,000 - 23,000	95'	36' -44'	2+ Lanes	Optional	Optional	No	16'	17.5' to 29.5'	5'
Principal Arterial	P4D/P6D	21,000 - 35,000	TxDOT ⁴								

- The Colleyville 2035 Comprehensive Plan sets thresholds of traffic volumes for roadway classification using anticipated 2035 traffic volumes. In 2016 Tinker Road had a recorded Average Daily Traffic (ADT) of 4,085, these counts will in general, continue to grow into the future.

Tinker Road

Speed Study

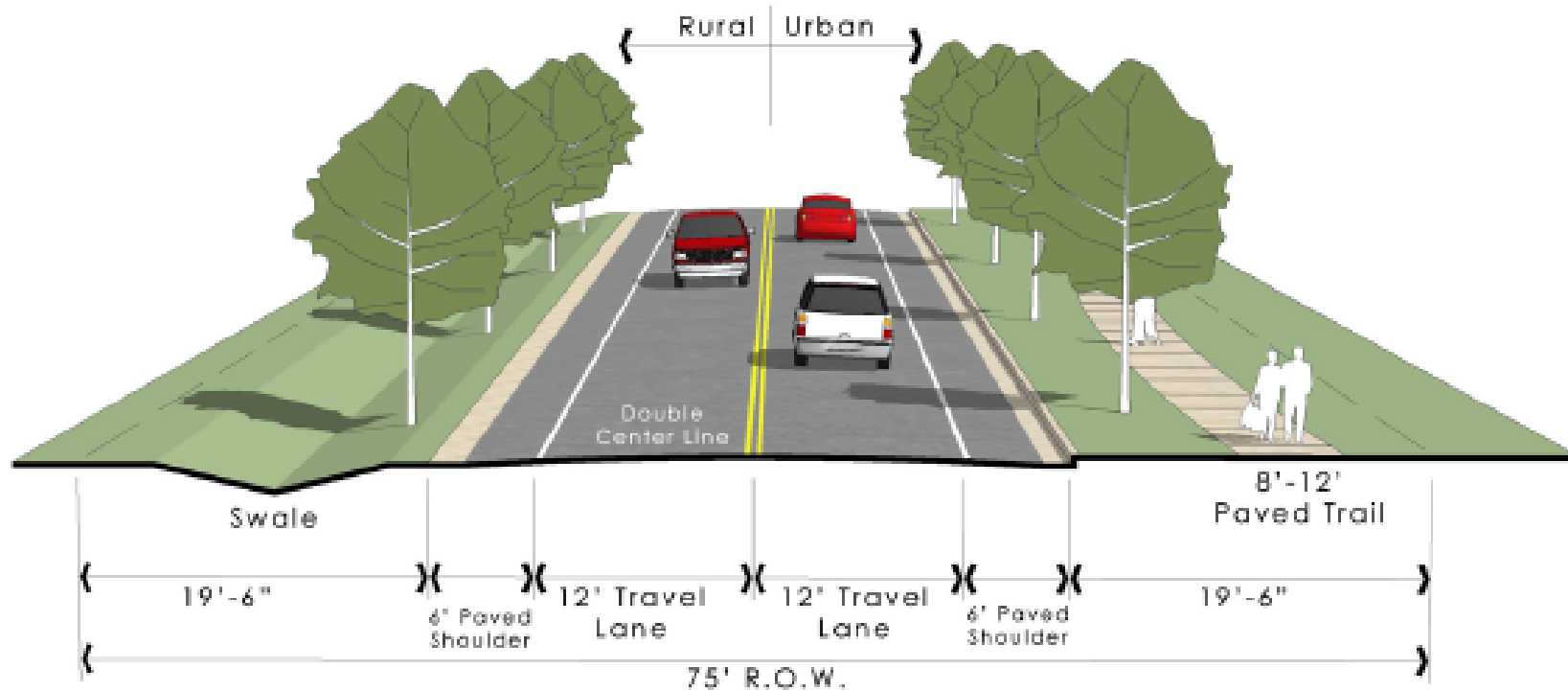


- The traffic speed study indicates the posted speed limits are adhered to by approximately 85 percent of drivers, and average daily traffic volume is down slightly from 2016 data, most likely due to COVID-19. Speeds were up slightly in the widened section which was a resident survey concern about widening the roadway.

Tinker Road

Typical Major Collector Roadway Cross-Sections

Figure 5.9. Major Collector Street – Rural or Urban Two-Lane Cross-Section

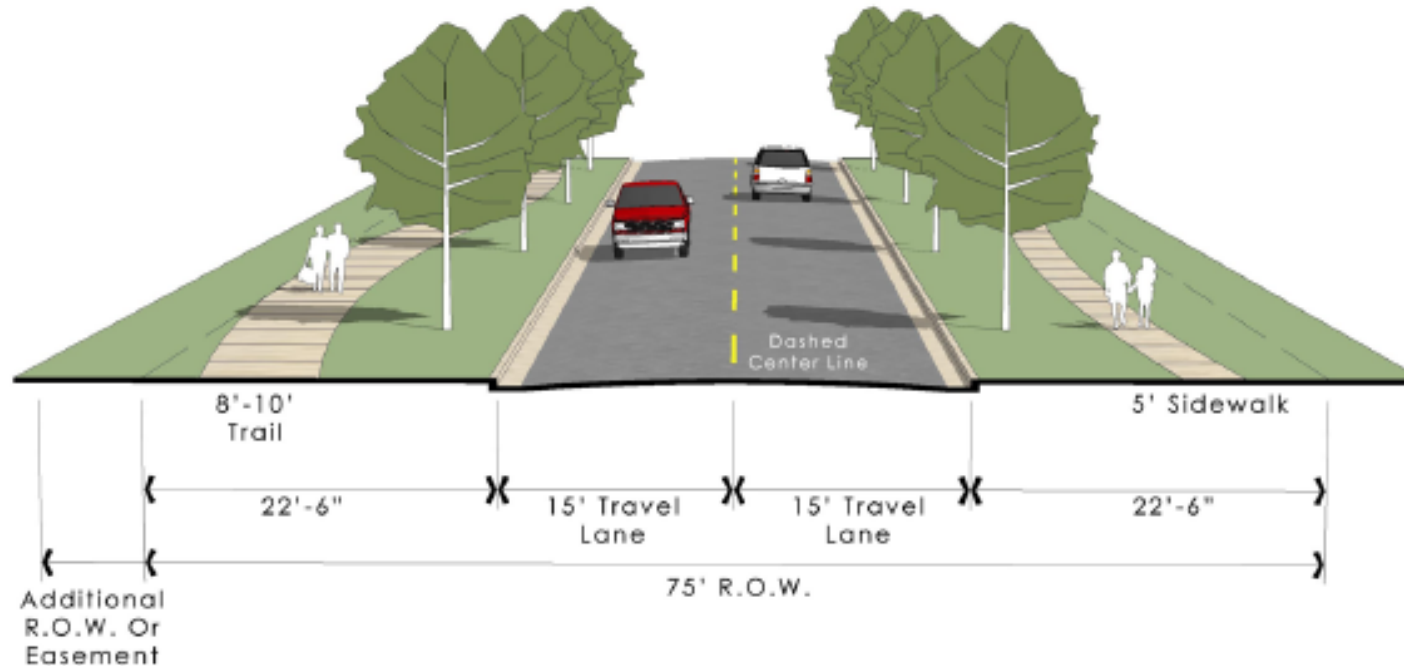


- This section per the Colleyville Master Thoroughfare Plan is 36'-42' in width which is generally 2+ lanes. This design is intended to convey 3,500 to 13,000 cars on a daily basis within a Right of Way of 75'. Due to required Right of Way width being identical there is no real difference in land acquisition between a Minor Collector and Major Collector Section, other than how that space is utilized.

Tinker Road

Typical Minor Collector Roadway Cross-Sections

Figure 5.8. Minor Collector Street – Urban Cross-Section



- This section per the Colleyville Master Thoroughfare Plan is 30'-36' in width which is generally 2 lanes with an option for turn lanes at intersections. This design is intended to convey 1,250 to 3,500 traffic volume on a daily basis within a Right of Way of 75'. Due to drainage concerns along Tinker and the need for a storm sewer system, the urban cross-section is what should be designed

Tinker Road – Road Type Classification



	Major Collector Road Section		Minor Collector Road Section		Hybrid Road Section
	Minimum road width 36'	Maximum road width 42'	Minimum road width 30'	Maximum road width 36'	Road width 25'
Lanes	Two 12'	Two 12'	Two 12'	Two 12'	Two 12.5'
Turn Lanes	-	One 12'	-	-	-
Shoulders	Two 6'	Two 3'	Two 3'	Two 6'	-
ADT	3,500 – 13,000		1,250 – 3,500		-

Tinker Road – Utilization of Lanes

	Major Collector Road Section		Minor Collector Road Section			Hybrid Road Section
	Minimum road width 36'	Maximum road width 42'	Minimum road width 30'	Road width for shared use 32'	Maximum road width 36'	Road width 25'
Lanes	Two 16' (shared use)	Two 16' (shared use)	Two 12'	Two 16' (shared use)	Two 16' (shared use)	Two 12.5'
Turn Lanes	-	One 10'	-	-	-	-
Shoulders	Two 2'	-	Two 3'	-	Two 2'	-

Tinker Road – Sidewalk Options

	Major Collector Road Section		Minor Collector Road Section			Hybrid Road Section
	Minimum road width 36'	Maximum road width 42'	Minimum road width 30'	Road width for shared use 32'	Maximum road width 36'	Road width 25'
Lanes	Two 16' (shared use)	Two 16'	Two 12'	Two 16'	Two 16' (shared use)	Two 12.5'
Turn Lanes	-	One 10'	-	-	-	-
Shoulders	Two 2'	-	Two 3'	-	Two 2'	-
One 5' Sidewalk	One 11' parkway; One 3' parkway; 50' R.O.W.	56' R.O.W.	44' R.O.W.*	46' R.O.W.*	50' R.O.W.	39' R.O.W.*
Two 5' Sidewalks	Two 11' parkway; 58' R.O.W.	64' R.O.W.	52' R.O.W. * Minimum R.O.W. 50'	54' R.O.W.	58' R.O.W.	47' R.O.W.*

Tinker Road



**Typical 75'
ROW**

Tree Type	Total	South	North
Post Oak	21	15	6
Hackberry	8	2	6
Pecan	2	1	1
Yaupon Holly	2	0	2
Crepe myrtle	2	1	1
Ash	1	1	0
American Elm	1	1	0
Catalpa	1	1	0
Vitex	1	1	0
Total Trees to be Removed	39	23	16

Tree Impact

Based on a roadway width of 36' and an 11' wide Sidewalk Zone on each side, to accommodate the 5' sidewalks, trees within the zones were counted and tree species and location have been provided. During roadway design to the extent possible, the sidewalk will be routed to avoid trees if possible.

Tinker Road



Tinker Road & Pleasant Run Road Intersection Options

Existing Level of Service Analysis

To obtain a baseline scenario, the existing turning movements at the Pleasant Run Road & Tinker Road intersection were analyzed for the AM and PM peak hours and overall intersection peak hour factors. The results of the analysis can be seen in the table below.

EXISTING LEVEL OF SERVICE ANALYSIS						
MOVEMENT	AM PEAK			PM PEAK		
	<i>Delay (sec)</i>	<i>LOS</i>	<i>Queue (veh)</i>	<i>Delay (sec)</i>	<i>LOS</i>	<i>Queue (veh)</i>
WB	13.0	B	2	19.6	C	4
NB	0.0	A	0	0.0	A	0
SB	3.4	A	1	3.2	A	1

Tinker Road



Tinker Road & Pleasant Run Intersection Additional Turn Lanes

While no significant queuing was found during analysis, based on the turning volumes at the southbound and westbound approaches, it is anticipated that the installation of a southbound left-turn and a westbound right-turn auxiliary lane will improve queuing conditions:

EXISTING LEVEL OF SERVICE ANALYSIS – MITIGATED							
APPROACH	MOVEMENT	AM PEAK			PM PEAK		
		<i>Delay (sec)</i>	<i>LOS</i>	<i>Queue (veh)</i>	<i>Delay (sec)</i>	<i>LOS</i>	<i>Queue (veh)</i>
WB	Left	17.6	C	1	19.6	C	1
	Right	10.4	B	1	12.9	B	2
	Overall	11.7	B	-	14.1	B	-
NB	Overall	0.0	A	0	0.0	A	0
SB	Left	8.1	A	1	8.3	A	1
	Overall	3.4	A	-	3.2	A	-

Tinker Road



Tinker Road & Pleasant Run Road Roundabout Option

Level of Service Analysis (Roundabout Option)

An additional mitigation consideration for the Pleasant Run Road & Tinker Road intersection is the implementation of a roundabout. To determine if the intersection would benefit from being reconfigured into a roundabout, the intersection was modeled as a single-lane roundabout with single-lane entry lanes at all approaches.

ROUNDABOUT OPTION – LEVEL OF SERVICE ANALYSIS						
APPROACH	AM PEAK			PM PEAK		
	<i>Delay (sec)</i>	<i>LOS</i>	<i>Queue (veh)</i>	<i>Delay (sec)</i>	<i>LOS</i>	<i>Queue (veh)</i>
WB	4.8	A	1	7.2	A	2
NB	5.1	A	1	5.6	A	1
SB	5.4	A	1	5.4	A	1
Overall	5.2	A	-	6.1	A	-

Tinker Road



Tinker Road & Pleasant Run Road Intersection Continuous Tinker Rd. Option

Due to the concerns regarding southbound traffic at the intersection, a third alternative option was considered. This option involves the reconfiguration of the intersection to tie-in the southbound approach of the intersection to the westbound approach to form a single continuous roadway with no stop control, with **the northbound approach serving as the intersection’s sole stop-controlled movement.**

CONTINUOUS OPTION – LEVEL OF SERVICE ANALYSIS – MITIGATED							
APPROACH	MOVEMENT	AM PEAK			PM PEAK		
		Delay (sec)	LOS	Queue (veh)	Delay (sec)	LOS	Queue (veh)
EB	Overall	0.0	A	0	0.0	A	0
WB	Left	8.2	A	1	8.2	A	1
	Through	0.0	A	0	0.0	A	0
	Overall	1.4	A	-	1.5	A	-
NB	Left	14.1	B	2	25.2	D	5

*NOTE: Due to the change in configuration, the existing southbound approach of the intersection has been reclassified as **eastbound** for this analysis scenario.

Tinker Road



Tinker Road & Pleasant Run Road Intersection Traffic Signals

Pleasant Run Road & Tinker Road due to existing service level and low traffic count do not currently meet criteria which warrants traffic signal installation. However, can be implemented, if desired.

Recommendations

Based on the results of the level of service analysis, existing and anticipated site traffic volumes, and field observations, the intersection of Pleasant Run Road & Tinker Road currently functions at an acceptable level of service conditions.

- Of the options provided, it is recommended that the intersection be **considered** for a reconfiguration into a single-lane roundabout. This mitigation is anticipated to address existing queuing concerns, operate with the highest level of efficiency, and also provide additional safety benefits due to typically slower vehicle speeds at roundabouts.
- However, as a cost-effective alternative, the intersection can be modified via the configuration with added turn lanes as an improvement to existing conditions or by reconfiguring the intersection to continuous south bound westbound traffic flow.

Questions and Discussion



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number WS-2

Agenda Date 2/2/2021

Type Worksession

Department Community Development

Title

Presentation and discussion of the RFP process for possible purchase of new City-wide permit software

Explanation

The City's current planning, permitting, and inspection software, CRW TRAKiT, was originally purchased in May, 2008. This software is utilized by Community Development, Public Works, Police, and Fire departments. During the past several years CRW TRAKiT has been purchased by several different companies, currently owned by Central Square Technologies, resulting in a decline in reliability and customer service. With the knowledge the City's existing software would need to be replaced in the near future, the Fiscal Year 2021 Capital Improvement Program includes \$120,000 and from TIF Funds of \$180,000 for the acquisition of new software.

A task force comprised of employees representing eight departments/the daily users of the software was formed to develop, evaluate, and recommend a new software provider. A formal Request for Proposals (RFP) that grouped together all the basic requirements, as well as significant features staff felt were necessary to improve City-wide efficiencies, provided a required interface between the financial and permitting elements of the software, and provided the highest capability to our citizens and contractors when utilizing the online permit portal was issued on October 9, 2020. The City received four submittals on November 6, 2020.

The task force evaluated each submittal and selected the following companies to participate in formal detailed demonstrations: Tyler Technologies/EnerGov, CityView, and New Edge Services. Of each of the companies, staff has determined Tyler Technologies/EnerGov software meets the required elements of the RFP criteria. The total cost of the EnerGov planning, permitting, and inspection software for acquisition, data conversion, training, and associated hardware is estimated to be \$290,910.00.

Attachments

1. Permitting Software Presentation
2. Permitting Software Capabilities Wish List
3. Permit Software Streenuing Committee Meetings
4. RFP - Community Development System 2020
5. Cost of Software
6. Permitting Software - Benchmark Survey



Permitting Software

February 2, 2021

Background



- 2020 August - Task Force established, 8 City Departments
- 2020 September 4th - Task Force meets
- 2020 September 16th - Task Force creates wish list
- September – October 2020 - Request for Proposal is created and vetted with the Task Force
- 2020 October – November 2020 Request for Proposal is advertised
- 2020 November 6- Submission by 4 Software Vendors to RFP
- 2020 December- Demos by 3 Vendors attended by Task Force
- 2021 January- City Councilmembers Tammy Nakamura, George Dodson, and Callie Rigney join Task Force, review data and Demo by Vendor
- 2021 February- Present options for Council consideration of Permitting Software

City Departments Represented - 8



City Manager's Office
City Secretary's Office
Community Development
Public Works
Finance
IT
Police
Fire

Task Force Wish List



City-Wide Considerations with Permitting Software

Addressing

The software program provides consistency for the addressing system by:

- Connecting property information to GIS and Tarrant Appraisal District (TAD) for consistency.
- Eliminates name variations (Highway 26, HWY 26, Colleyville Blvd)
- Provides hierarchy addressing system - Connects one address to one parcel and provides optional sub-addressing (for suites, units, meters, etc.)

This also benefits the Utility Billing, Fire, Code Enforcement, Building Inspections, Public Works, and IT department.

Communication

The software program provides communication with other programs such as:

- GIS
 - Ability to consume GIS data thru map service/and or feature service
 - Ability to flag mismatch record between Permit & GIS
 - Prefer integration process to be done using GIS tools such as model or python scripts
- Munis, (financial database)
- Laserfiche (permanent record database)
- City Webpage (Online application and payment (Munis))
- Email

Request For Proposal



- Included the wish list items
- Published and advertised for 4 weeks
- Deadline for Vendors to submit November 6, 2020

List of Vendors



- Tyler Technologies/EnerGov
- CityView
- New Edge/CityWorks
- Timmons Group/CityWorks

Software Costs



Permitting Software Costs				
	<i>Tyler (EnerGov)</i>	<i>CityView</i>	<i>NewEdge (CityWorks)</i>	<i>Timmons Group (CityWorks)</i>
Software Cost	\$236,050	\$350,804	\$289,600	\$320,555
Yearly Maintenance & Basic Program Assist- year 1*	\$54,860	\$42,216	\$30,000	\$22,500
Yearly Maintenance & Basic Program Assist- year 2*	\$57,603	\$44,419	\$49,250	\$37,500
Yearly Maintenance & Basic Program Assist- year 3*	\$60,483	\$46,196	\$64,250	\$45,000
*Basic Program Assist is offered through Tyler (EnerGov) and it gives a dedicated faster technical support				
Total	\$290,910			

Attended Vendor Demos



- Tyler Technologies/EnerGov
- CityView
- New Edge/CityWorks

Benchmarking Neighboring Cities



What permitting software is your city currently using?	
Bedford	Logo's
Colleyville	TRAKiT
Eules	Superion (HTE)
NRH	THE; however, will be moving to Tyler Energov in August of 2021
Southlake	Energov (Tyler Tech)
Is the software meeting the needs of the City? Please briefly describe why or why not.	
Bedford	Partially, limited functionality.
Colleyville	No, the lack of integration and usability do not work for us anymore.
Eules	No it is older than dirt. No integration with handhelds, website, etc. Green screen with tabs and function keys.
NRH	No, software is outdated, difficult to use, and lacks options for modern-day technologies.
Southlake	Yes, very customizable and links with financial software and document retention software
If the software has been changed recently, why was a different software chosen?	
Bedford	Old AS400 was not able to maintain records.
Colleyville	Looking to change software; in the RFQ process.
Eules	N/A
NRH	N/a
Southlake	changed in 2018 from Accela which was more expensive, had less ability to customize and did not link with other software
How did the implementation of your current software go? How long was the time period from contract signing to going live?	
Bedford	Fair. 6 months.
Colleyville	N/a; N/a
Eules	N/A
NRH	Still in process, though it hasn't been easy.
Southlake	Tyler had newly purchases so there were some glitches but not bad as far as implementation. Not sure about timeframe
Does the software integrate with other functions of the City, such as Finance or GIS?	
Bedford	Finance.
Colleyville	No.
Eules	Finance.
NRH	Yes
Southlake	Finance, GIS, document retention (TCM -Tyler Content Manager so Laserfiche is no longer necessary)
Do you have any other information regarding the software that you would like to share?	
Bedford	No.
Colleyville	N/a
Eules	Did I mention this was old software?
NRH	The contract for the new software requires some staff-provided setup which has proven very difficult at times.
Southlake	has good online customer website and easy apps for inspections/code enf

Top Vendor Candidate



Tyler Technologies/EnerGov

Tyler Headquarters: **Plano, TX**

- Nationwide offices:

Texas: Plano (Corporate HQ), Lubbock, College Station

Other locations: Atlanta GA, Denver CO, Renton WA, Yarmouth ME, Phoenix AZ, Detroit MI

- 2019 Revenues: \$1B



Plano, TX Headquarters



Lubbock, TX Office

Tyler Tech Customers



Tyler EnerGov Users in Texas

Dallas/Fort Worth area

- City of Allen
- City of Cedar Hill
- City of Coppell
- City of Granbury
- City of Grand Prairie
- City of Hurst
- City of Farmers Branch
- City of McKinney
- City of Mesquite
- City of North Richland Hills
- City of Richardson
- City of Rowlett
- City of Southlake
- City of Waco
- City of Waxahachie
- City of Woodway
- Collin County
- Denton County Water
- Town of Addison
- Town of Trophy Club
- DFW Airport

West Texas

- City of Andrews
- City of Amarillo
- City of Big Spring
- City of Dalhart
- City of Lubbock
- City of Midland
- City of Seminole

Houston & Southeast area

- City of Brenham
- City of Baytown
- City of Dayton
- City of Deer Park
- City of Friendswood
- City of Katy
- City of League City
- City of Missouri City
- City of Navasota
- City of Port Arthur
- City of Rosenberg
- City of Santa Fe
- City of Sugar Land
- Chambers County

San Antonio & Southcentral area

- City of Bastrop
- City of Del Rio
- City of Edinburg
- City of Hutto
- City of Kyle
- City of Rio Grande City
- City of Seguin
- City of Victoria
- City of Weslaco
- Cameron County

Tyler & Colleyville



Tyler & Colleyville

Your Tyler products that already integrate with Tyler EnerGov...

Tyler Cashiering

Tyler Munis Financials

Tyler Munis Utility Billing

Tyler Incode Municipal Court

Tyler Content Manager

Tyler GIS

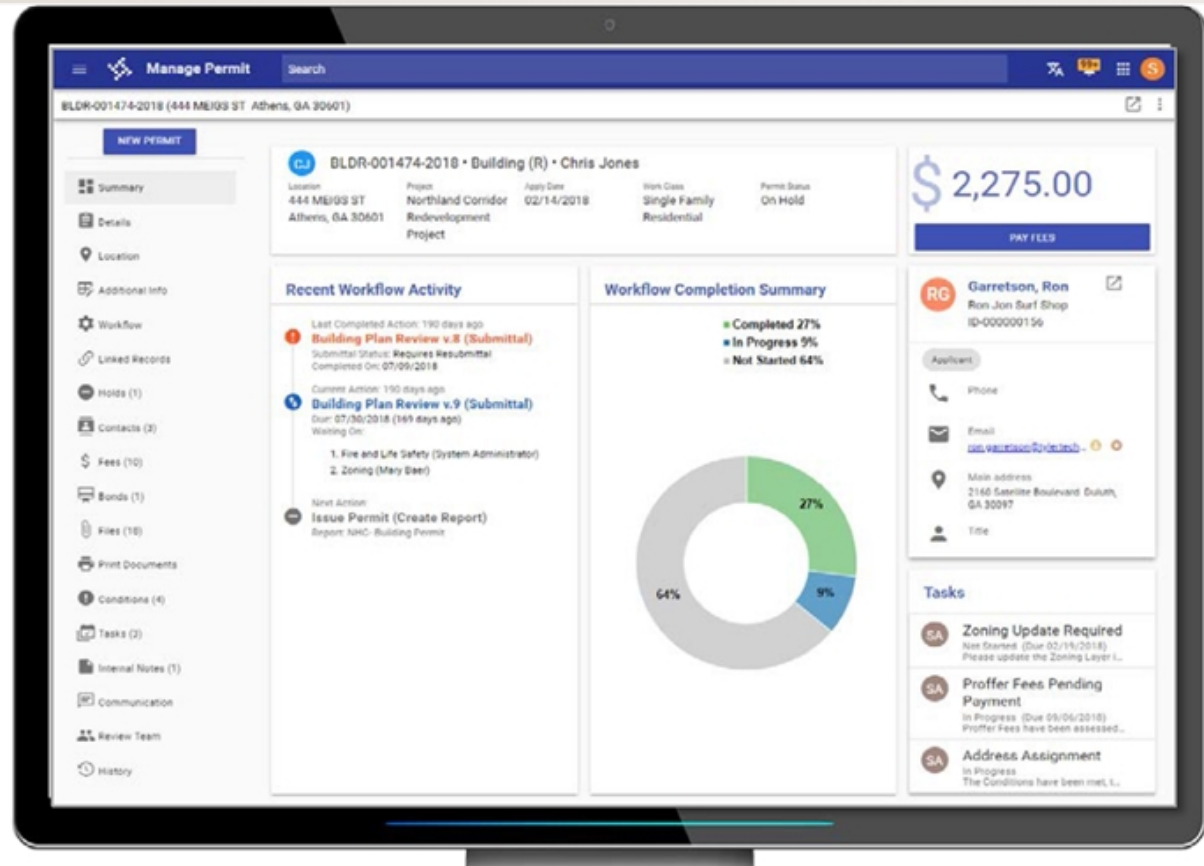


Interface Example



EnerGov User Interface

Clean
Intuitive
Role-Based



Interface Example

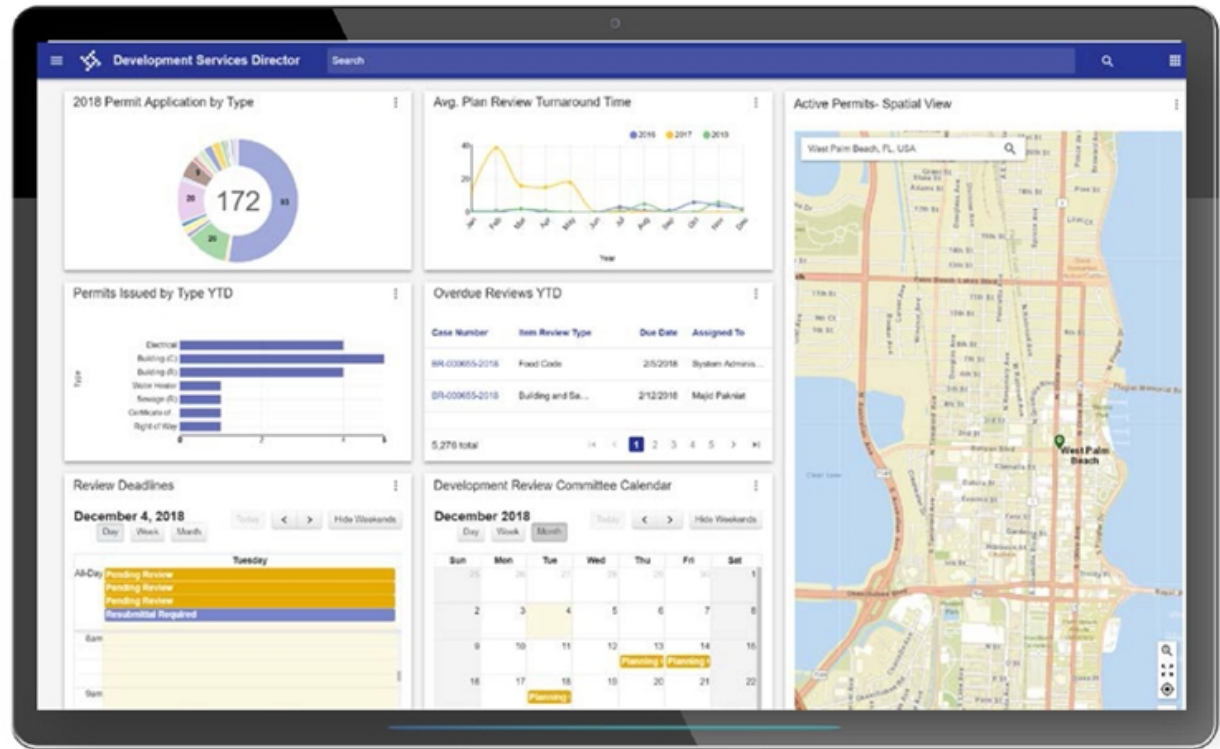


Personalized Reporting & Benchmarking

Enterprise-wide
analytics engine

Configurable
**Performance
Dashboards**

Enhanced visibility
and **service-level
monitoring.**



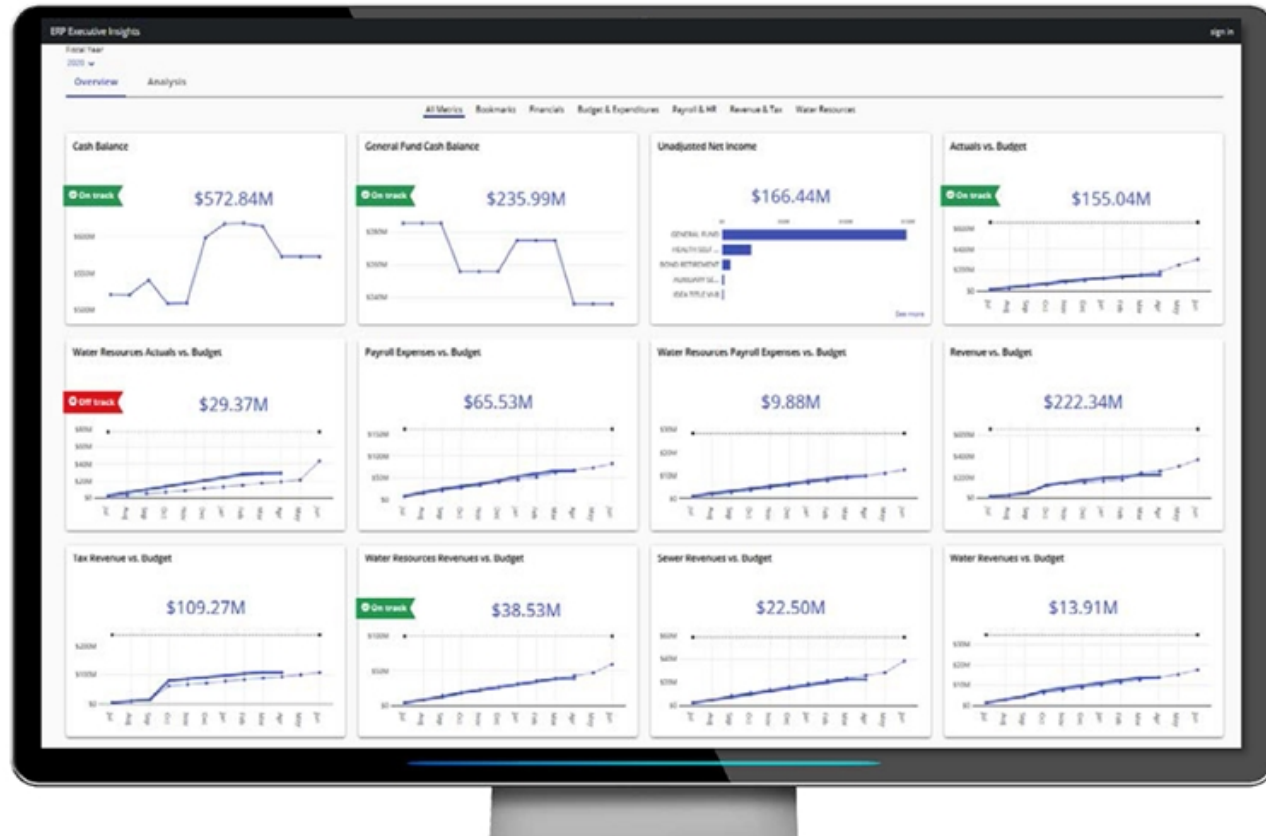
Interface Example



Improved
**Strategy &
Transparency**

**Executive Insights
Management Tools**

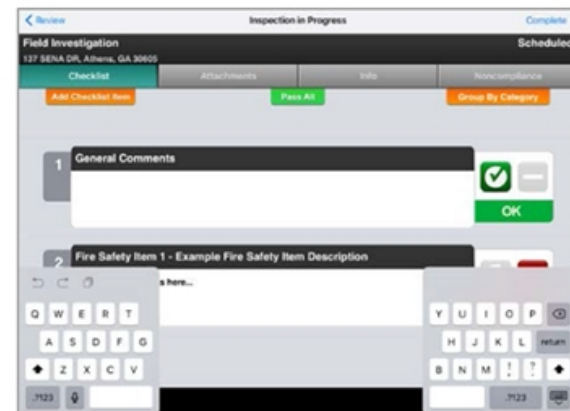
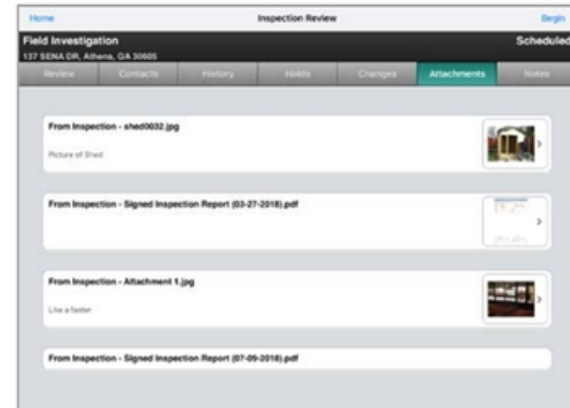
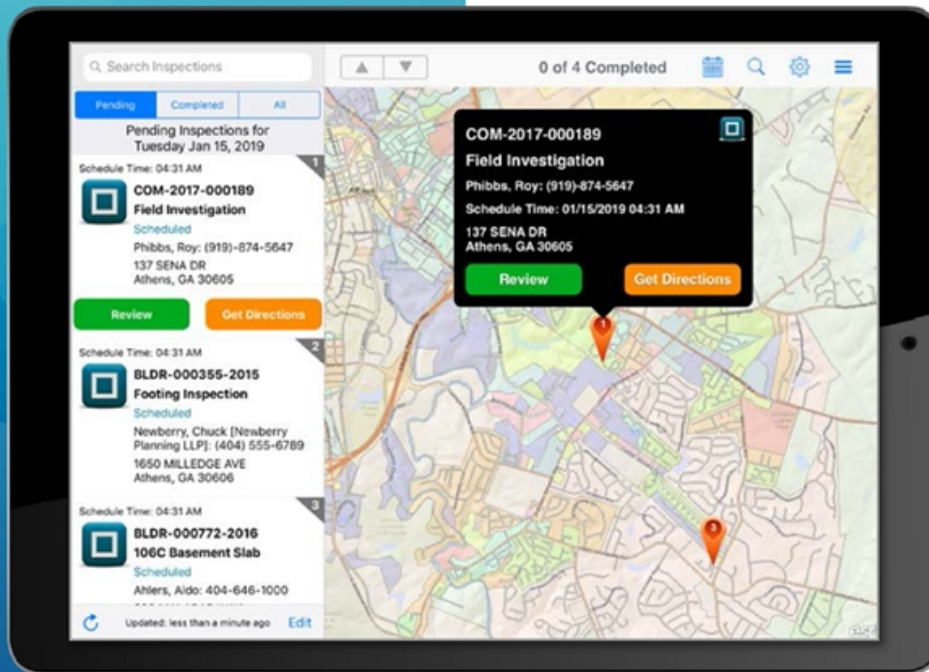
Citizen Connect
Transparency Tools



Interface Example - Mobile



Mobile



Citizen Portal Example

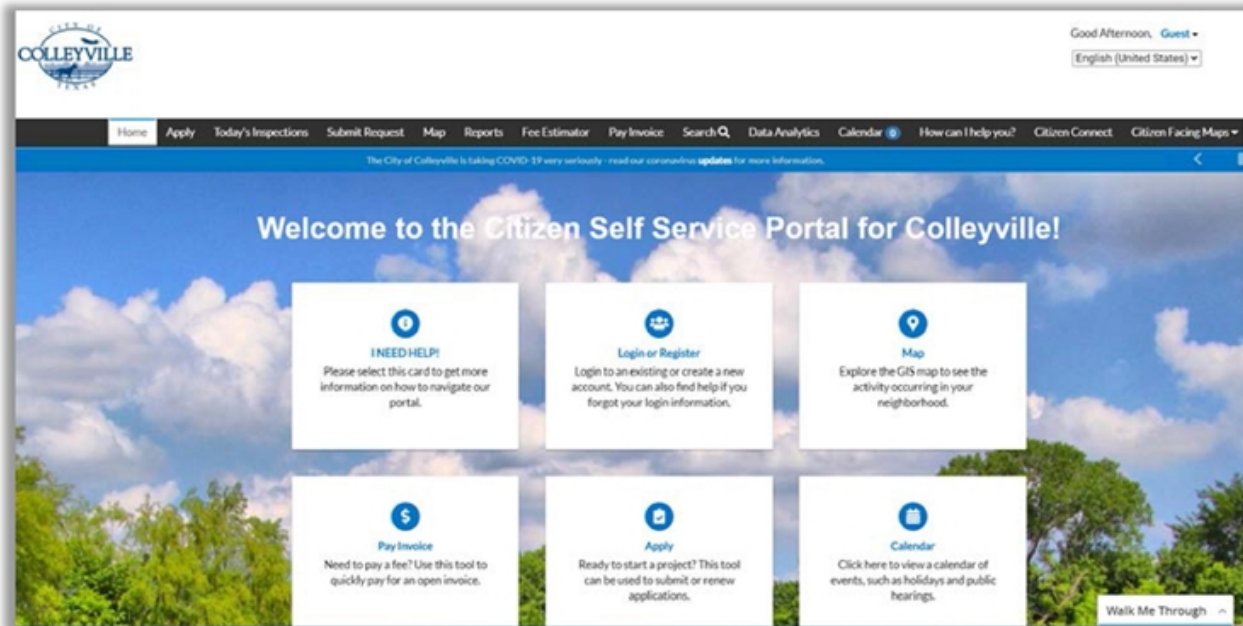


Citizen Engagement

24x7 access for citizens, businesses and contractors

ADA compliant (WCAG 2.0 AA)

Multilingual and responsive interface



Next Steps



- Receive Council Direction for Permitting Software for FY2021
- Award Contract for the Software

Questions?

Permitting Software Capabilities Wish List

The Permitting Software Stakeholders Committee (PSSC) met on September 3, 2020. The PSSC consists of representatives from 8 different City Departments. The purpose of the meeting was to discuss the needs of each department and their use of permitting software. The current permitting software in use is no longer supported with Tech Support and is not functioning in the way the City needs it to function. Additionally, the current software allows for permits to be paid for prior to their approval and it also does not communicate directly with the financial software, MUNIS.

City-Wide Considerations with Permitting Software

Addressing

The software program provides consistency for the addressing system by:

- Connecting property information to GIS and Tarrant Appraisal District (TAD) for consistency.
- Eliminates name variations (Highway 26, HWY 26, Colleyville Blvd)
- Provides hierarchy addressing system - Connects one address to one parcel and provides optional sub-addressing (for suites, units, meters, etc.)

This also benefits the Utility Billing, Fire, Code Enforcement, Building Inspections, Public Works, and IT department.

Communication

The software program provides communication with other programs such as:

- GIS
 - Ability to consume GIS data thru map service/and or feature service
 - Ability to flag mismatch record between Permit & GIS
 - Prefer integration process to be done using GIS tools such as model or python scripts
- Munis, (financial database)
- Laserfiche (permanent record database)
- City Webpage (Online application and payment (Munis))
- Email

- Blue Beam
- Software program's IT Support Team
- When a contractor has applied for a permit, the system could notify the correct person to do a review
- To populate the correct application for the correct permit
- Online applications that allow for uploading of plans and licenses

This also benefits the Utility Billing, Finance, Fire, Code Enforcement, Building Inspections, Public Works, IT, and City Secretary department.

Record Management

The software program provides efficient and consistent record management by using the software's internal database and ability to outsource into the City's external databases, such as:

- Laserfische:
 - Assigned Case Number (Ex. planning project and all attached records).
- Plats (by name of addition/subdivision)
- Site Plans (by address)
- Ordinances/Resolutions (by assigned/numerical/letter label)
- Munis:
 - Invoices/Payments (by address/numerical assigned label)
 - Refunds

This also benefit the Fire, Code Enforcement, Building Inspections, 'Public Works, IT, and City Secretary department.

Department Specific Considerations with Software

Community Development Considerations

- Software should be user friendly, have mobile capability, and is easily customizable for reporting and permits for all internal customers.

Engineering Considerations

- The software needs to have functionality with other processes within the city as well as connectivity to other programs such as MUNIS, Blue Beam, etc.

Fire Department Considerations

- Software should have capability for tracking use for EMS/HIPAA compliant reports, Open Record Requests, an ability for it to serve all stakeholders.

Finance Department Considerations

- It should has a function to layout impervious areas and neighborhoods.
- The ability for the software to make payments online and for those payments to not be available until after a permit is approved.

City Secretary Considerations

- Laserfische integration for building permits and Certificates of Occupancy for Open Records requests. Ability of software to create simple reports for fire department, city infrastructure, building permit plans for public information.
- Have the ability for TABC permitting and for online payments and receipts.

IS Considerations

- Reliable support for the software is a major priority.
- The software should have the ability to customize new forms and documents.
- Be able to have enough software licenses for all internal users and for those new users in the future.
- Data conversion should be included in the price and our current permitting information should be able to be converted to the new software.

Permitting Software Steering Committee Timeline 2020

September 4th – First meeting of the Permit Software Steering Committee (PSSC)

Invited & Attended: Ben Bryner, Eddie Wilson, Jamie Warren, Araceli Botello, Les Folse, Richard Clark, Kelly Minor, Caleb Tandy, Robert McKeown, Ky Roby, Eddie Tangadunrat, Christopher Pena, John Baker, Larry Wright, Petite Kirkendoll, Jennifer Newman, Karen Hines, Mark Wood, Christine Loven

Departments represented: 8- City Manager's Office, Community Development, Public Works, Finance, IT, PD, CSO

Discussed the current issues with the current Permitting Software and began creating a wish list for the City.

September 16th - Meeting of the PSSC

Invited & Attended: Ben Bryner, Eddie Wilson, Jamie Warren, Araceli Botello, Les Folse, Richard Clark, Kelly Minor, Caleb Tandy, Robert McKeown, Ky Roby, Eddie Tangadunrat, Christopher Pena, John Baker, Larry Wright, Petite Kirkendoll, Jennifer Newman, Karen Hines, Mark Wood, Christine Loven

Departments represented: 8- City Manager's Office, Community Development, Public Works, Finance, IT, PD, FD, CSO

- Discussion of the City's wish list for inclusion in the Request for Proposal (RFP) to vendors.

September 16th - October 9th

Action Items

- Prepared draft RFP- reached out to specific departments: IT, PW, Finance, City Attorney for direct inclusion in the drafting of the RFP.
- Vendor List created
- Created an account with CivCast working with PW to post the RFP to vendors
- Worked with Finance to create a special account for the payment of CivCast and
- Put the Notice to Bidders in the Ft. Worth Star Telegram
- Sent emails to those on the Vendor List with a link to the CivCast Website to the RFP

- RFP deadline to submit November 6th a write-up was conducted for Council's Friday report

November 20th - PSSC Meeting

Attended: Ben Bryner, Eddie Wilson, Eddie Tangadunrat, Petite Kirkendoll, Jennifer Newman, Karen Hines, Christine Loven

Departments represented: 5- Community Development, Public Works, Finance, IT, FD, CSO

- Discussion of the RFPs received and next steps to set up demonstrations with Vendors.

December 1st Demo with EnerGov-Tyler Technologies

Attended: Ben Bryner, Eddie Wilson, Eddie Tangadunrat, Petite Kirkendoll, Jennifer Newman, Karen Hines

Departments represented: 4- Community Development, Public Works, Finance, IT

December 4th Demo with CityView

Attended: Ben Bryner, Eddie Wilson, Eddie Tangadunrat, Petite Kirkendoll, Jennifer Newman, Karen Hines

Departments represented: 4- Community Development, Public Works, Finance, IT

December 8th Demo with CityWorks

Invited: Ben Bryner, Eddie Wilson, Eddie Tangadunrat, Petite Kirkendoll, Jennifer Newman, Karen Hines

Departments represented: 4- Community Development, Public Works, Finance, IT

December 7-11

Action Item

- Contacted references for Vendors- spoke to representatives from Lubbock, TX, Coppell, TX, North Richland Hills, TX, Villa Park, IL

December 11th

Attended: Ben Bryner, Eddie Wilson, Robert McKeown, Eddie Tangadunrat, Petite Kirkendoll, Jennifer Newman, Karen Hines

Departments represented: 5- Community Development, Public Works, Finance, IT, FD

- Discussion occurred about the evaluations of the software. The rankings of the Vendors had not changed. The next steps in the process are benchmarking neighboring cities and scheduled for a City Council Work Session.

THE CITY OF COLLEYVILLE, TEXAS

**REQUEST FOR PROPOSALS (RFP) for
SOFTWARE AND IMPLEMENTATION SERVICES FOR COMMUNITY
DEVELOPMENT SYSTEM
20-10-09**



October 9, 2020

**City of Colleyville
Community Development
First Floor**

**100 Main Street
COLLEYVILLE, TEXAS 76034**

CITY OF COLLEYVILLE
REQUEST FOR PROPOSALS
SOFTWARE AND IMPLEMENTATION SERVICES FOR COMMUNITY
DEVELOPMENT SYSTEM
20-10-09

Sealed Proposals from qualified firms to provide software and implementation services for a new planning, permitting, and inspections system will be received until November 6, 2020 at 2:00 P.M., Community Development, First Floor, at 100 Main Street, Colleyville, Texas 76034. All Requests for Proposals must be in the City of Colleyville's possession on or before the scheduled date and time. No late proposals may be accepted.

Questions regarding this RFP and associated documents should be directed to Jacquelyn Reyff, Principal Planner: via email at jreyff@colleyville.com or by phone at (817) 503-1056.

City Staff will evaluate and rank submitted proposals based on the criteria identified in the RFP documents before an award recommendation is presented to City Council.

The City of Colleyville reserves the right to refuse and reject any or all responses, waive any or all formalities or technicalities, accept one or more responses or portions of responses determined to be the best value and most advantageous to the City. Proposals may be held by the City for a period of 120 days without action. Respondents shall firmly maintain their proposals for this period.

Hand-delivered & Courier Submissions:
City of Colleyville 100 Main Street
Community Development Office
1st Floor City Hall
Colleyville, TX 76034

Envelopes shall be clearly marked as follows:

NAME OF RESPONDING FIRM
CITY OF COLLEYVILLE REQUEST FOR PROPOSALS
ATTN: JACQUELYN REYFF
SOFTWARE AND IMPLEMENTATION SERVICES FOR COMMUNITY
DEVELOPMENT SYSTEM RFP # 20-10-09

CITY OF COLLEYVILLE GENERAL INFORMATION & INSTRUCTIONS TO RESPONDENTS

I. BACKGROUND

The City of Colleyville is in Tarrant County, Texas. The incorporated area of Colleyville is approximately 10 square miles. The City has population of approximately 25,000 residents and an annual operating budget of approximately 24.5 million dollars.

II. PURPOSE OF THIS RFP

This Request for Proposals (RFP) solicits proposals from proposers capable of satisfying the City of Colleyville's needs for software and professional services to implement a new development review and permit management solution. For the purposes of this RFP, the software solution will be referred to as the "Community Development System". Vendors' responses will be evaluated and ranked based on the criteria described in this RFP. The City may enter into contract discussions with selected respondents with systems available that meet the City's needs. In addition to soliciting written responses, this document provides information to assist vendors in preparing their responses and facilitates the subsequent evaluation and comparison process. In that regard, this RFP:

- Provides information essential to soliciting meaningful recommendations and realistic commitments from the vendors;
- Specifies the desired format and content of proposals in response to this RFP;
- Outlines the City's evaluation and selection procedures;
- Establishes a schedule for the preparation and submission of proposals in response to this RFP; and
- Establishes a performance standard for the selected vendor.

This RFP and the selected proposal in response to this RFP will be incorporated into the contract resulting from this solicitation; however, the contract may contain terms different from or in addition to this RFP and the successful proposal. For purposes of this RFP the terms proposer, respondent, offer or and vendor shall have the same meaning as "Contractor".

The City also invites Respondents to provide an optional Code Enforcement Module for consideration as part of the Proposal. No specific information or requirements for this module are established at this time and the City will consider solutions which are integral to the proposed Community Development System.

III. INTENT

The products and professional services to be proposed under the RFP process shall be in accordance with and shall meet all specifications and/or requirements as shown in this solicitation.

IV. SUBMITTAL OF PROPOSALS

Proposals shall be submitted in a sealed package as referenced within this solicitation document. **One** (1) **paper** and **One** (1) **CD** or **USB** digital signed original marked "**ORIGINAL**" and, **Eleven** (11) set **copies**, without cost proposals, marked "**COPY 1**", "**COPY 2**", etc. of the response is to be submitted complete with all supporting documentation. Electronic originals shall be indexed and provided as searchable PDFs unless otherwise requested in this RFP as in the form of spreadsheets etc. **Proposals will** be accepted in person, by United States Mail, or by private courier service. **Proposals will not** be accepted via oral communication, telephone, electronic mail, telegraphic transmission, or facsimile transmission. This RFP may be withdrawn prior to the above scheduled time set for closing. Alterations made before RFP closing must be initiated by respondents guaranteeing authenticity. Submittal of a response to this RFP constitutes an offer by the respondent. Once submitted, the RFP becomes the property of the City of Colleyville and as such the City reserves the right to use any ideas contained in any response regardless of whether that respondent/firm is selected. Submission of a proposal in response to this solicitation, by any respondent, shall indicate that the respondent(s) has accepted the conditions contained in the RFP, unless clearly and specifically noted in the RFP submitted and confirmed in the contract between the City and the successful respondent. RFP which do not comply with these requirements may be rejected at the option of the City. RFP must be filed with the City of Colleyville before the deadline day and hour. No late RFP will be accepted. Failure to meet RFP requirements may be grounds for disqualifying a proposal.

Hand-delivered & Courier Submissions:

City of Colleyville
ATTN: Jacquelyn Reyff
100 Main Street
Community Development Office
1st Floor City Hall
Colleyville, TX 76034

Specific instructions for the packaging of your response is found in the section entitled "RESPONSE FORMAT & ADDITIONAL REQUIRED INFORMATION" subsection "Packaging".

V. NO ASSIGNMENT

Respondents are advised that the City of Colleyville shall not allow a selected Respondent to sell, assign, transfer, or convey any part of any contract resulting from this RFP in whole or in part, to a third party without the written approval of the City of Colleyville.

VI. TENTATIVE RFP PROCESS TIMELINE

The following RFP timeline represents an estimate of the schedule the City will follow. The City has performed extensive planning work and has planned to meet the dates described to the extent possible. Vendors are encouraged to hold the demonstration date estimates with the consideration that the timeline will be refined as the evaluation progresses. Notwithstanding the foregoing, the City has an aggressive schedule for implementation and will need to stay on the schedule of dates listed below to meet implementation goals. If a component of the schedule is delayed, it shall be anticipated that the remaining components will also be delayed by a similar number of days. Any significant change to the schedule will be published via RFP Addendum where deemed necessary.

Table 1: TENTATIVE RFP TIMELINE	
Event	Date
Request for Proposals published	October 9, 2020
Pre-proposal vendor conference	None Currently Scheduled
Deadline for questions from vendors	October 16, 2020 EOB
Final Addendum expected on or before	October 30, 2020 EOB
Deadline for proposal submissions	November 6, 2020 2:00 P.M.
Vendor demonstrations	4 th quarter
Begin Contract Negotiations	4 th quarter
City Council Award	4 th quarter
Expected Implementation Begins	January 2021

VII. PREPARATION OF RFP - GENERAL INSTRUCTIONS:

Complete the Respondent Information Form:

Responses **MUST** give full firm name and address of respondent, and be manually signed. Digital originals must capture all signatures. Failure to do so will disqualify your submittal. The person signing the response must show title or **AUTHORITY TO BIND FIRM IN A CONTRACT**. Firm name and authorized signature(s) must appear on each page that calls for this information and in the Respondent Information Form. The legal status of the Respondent whether corporation, partnership, or individual, shall also be stated in the submittal. A corporation shall execute the submittal by its duly authorized officers in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Respondent shall give full names and business addresses of all partners. All partners shall execute the submittal. Partnership and Individual Respondent shall state in the submittal the names and addresses of all persons with a vested interest therein. The place of residence of each Respondent, or the office address in the case of a firm or company, with county and state and telephone number, shall be given after the signature. Any costs associated with assembling this submittal will be at the sole expense of the Respondent.

VIII. TIME ALLOWED FOR ACTION TAKEN

The City of Colleyville may hold RFP responses 120 days after submittal deadline without acting. Respondents are required to hold their proposals firm for same period.

IX. RIGHT TO REJECT/ AWARD

The City of Colleyville reserves the right to reject any or all RFPs, to waive any or all formalities or technicalities, and to make such awards of contract as may be deemed to be the best value and most advantageous to the City of Colleyville.

X. AWARD

Award shall be made to the respondent whose proposal, in the opinion of the City of Colleyville, is the most advantageous to the City and can provide the best service and value for the City.

XI. ALTERATIONS/AMENDMENTS TO RFP

Request for Proposals CANNOT be altered or amended after the opening deadline. Alterations made before opening time must be initialed by respondent guaranteeing authenticity. No RFP may be withdrawn after opening time without reasonable exception in writing and only after approval by the City of Colleyville.

XII. LIST OF EXCEPTIONS

The respondent shall attach to the RFP a list of any exceptions to the specifications/requirements, on a point-by-point basis.

XIII. QUESTIONS, INTERPRETATIONS & GENERAL QUERIES

Any questions concerning the requirements or scope of work with regards to this solicitation for Request for Proposals shall be directed to the designated individuals as outlined in the RFP. Such interpretations, which may affect the eventual outcome of this solicitation for Request for Proposals, shall be furnished in writing to all prospective respondents via Addendum. No interpretation shall be considered binding unless provided in writing by the City of Colleyville in accordance with paragraph entitled "**Addenda and Modifications**". Attempts to contact City officials or staff other than those authorized may lead to a disqualification of submitted proposal. The City is not required to respond to questions submitted after the date established in Table 1: TENTATIVE TIMELINE.

XIV. PARTNERSHIPS

Respondent shall be a Prime Contractor. Proposers are encouraged to establish partnership relationships to fully provide all requirements defined by the RFP. Vendors engaged in partnerships shall submit a single combined proposal in response to this RFP. Partnership relationships shall be clearly defined by proposal responses. Such definition shall identify the entity in the partnership relationship deemed to be the Prime Vendor. It is expected that any item in the proposal response guidelines that relates to an individual vendor's capabilities shall be responded to for each vendor in the partnership relationship.

XV. PROJECT SPECIFIC SCOPE

A. PROJECT OBJECTIVES

The City of Colleyville is planning on replacing its current, permitting and inspections software with a new solution. In doing so, the City seeks to select and implement a system that includes the following features and capabilities:

Required Capabilities

General

- **Permitting.** Monitor all building activity, issue a variety of permit types (building, electrical, plumbing, mechanical, temporary events, encroachment, sign, etc.) and account for all appropriate fees at the appropriate times.
- **Licensing.** Administer and issue business licenses and contractor licenses, account for appropriate fees, and employ an annual renewal campaign.
- **Inspection tracking and scheduling.** Allow automatic creation of specific inspection types based on permit applications. Provide calendaring functionality that allows creation of a daily schedule from inspection requests. Allow real time inspection results to be available to all users including via e-mail to the permit holder.
- **Permit and certificate of occupancy.** Allow the ability to issue and track the status of a building permit from the beginning to the issuance of a Certificate of Occupancy.
- **Searching.** The solution must be searchable by multiple data fields including, but not limited to, address, legal description, tax map number, applicant, business name, permit number, and license number.
- **Reporting.** The solution must generate reports using combinations of the data elements.
- **Land management and tracking.** Ability to manage permits and licenses based on tax map parcels, addresses, zoning, code and geographic areas.
- **Mobile usage.** View, schedule and modify inspections and record notes while in the field from mobile devices (e.g. tablets and/or cell phones). The solution must be compatible with iOS, Android, and Windows operation systems.
- **GIS integration.** Provide the ability to integrate permitting with the existing City of Colleyville GIS systems based upon regularly updated tax map-based land parcels.

Backend Management

- **Internal user management.** Solutions must allow for at least 5 administrative users and 34 concurrent users with an ability to easily control user access and have enough licenses to accommodate all current and potential users.
- **Long-term archiving.** All records (digital documents, non-financial transaction data, etc.) produced should be able to be maintained and

easily distributed, during and after transactions are finished, as long as required by law and City policies.

- **Training.** The selected vendor must provide ongoing service and support, such as training classes, online customer service website, and online software maintenance.

Public Facing Components

- **Application workflow.** Provide a workflow status that is clear to both public and internal users.
- **Online application submittal.** Ability to provide a public portal for applicants to view permitting or other ancillary information handled by the solution. The online application must include the following parts:

1. Application submittal
2. Status of permits
3. Accurately compute and pay fees
4. Request inspections
5. View inspection results
6. Ability to easily link and search permits

- **Payment processing.** Software must facilitate online payment processing through a secure third party (e.g., PayPal, Stripe, etc.)
- **Integration with existing City systems.** The City currently uses Microsoft suites for e-mail, general office work, and basic project management. Integration with this current Microsoft environment is preferred. Also the City uses Laserfische for permanent records retention. Additionally, the City currently uses MUNIS provided by Tyler Technologies for its financial management systems.

Additional permitting features.

- The software must be user friendly, have mobile capability, and is easily customizable for reporting and permits for all internal customers.
- Software should have functionality with other processes within the City as well as connectivity to other programs such as MUNIS and Blue Beam, etc.
- Software should have capability for tracking use for EMS/HIPAA compliant reports, open record requests, etc.
- Software should have a function to layout impervious areas and neighborhoods.
- Software must have the ability for clients to make payments online and for those payments to not be available until the permit is approved.

- Software must be able to integrate with Laserfische for building permits and certificates of occupancy.
- Software gives the ability for TABC permitting, online payments, and receipts.
- Preference would be for the functionality that provides an inspector a map of scheduled inspections.

B. PROJECT FUNCTIONAL AREAS

The following Table 2. contains the list of functional areas of the desired Community Development System:

Table 2. Functional Areas	
No.	Functional Area
1	Permitting & Licensing
2	Plan Review
3	Inspections
4	Planning & Zoning
5	Citizen and Contractor Web Access

The List of Functional and Technical Requirements contained in Attachment C contains the detailed functionality the City requires within each functional area in a future system(s).

C. CITY AND PROJECT STAFFING

City resource planning has not been completed and will be based on the resource estimates and staffing plan provided by the vendor.

D. NUMBER OF USERS

The following user counts by City Department contained in Table 3. are estimates and are provided for planning purposes only.

Table 3. Number of Users		
Department	Total Users	Concurrent Users
Community Development	9	9
Fire	3	2
Engineering	7	7
Finance	2	2
Public Works	3	1
City Secretary's Office	2	2
City Management Office	3	1
GIS	1	1

Police Department	3	1
IT	2	1
Total Users	34	29

E. CURRENT CITY APPLICATIONS ENVIRONMENT

The City of Colleyville currently uses a mix of applications and applications that have been custom developed or modified in-house. The following sub-sections describe the various applications that are in place in the City. A summary of the challenges with the City's applications is also included in each of the following sub-sections.

1. TrakIt

The City uses TrakIt for a variety of functions. Specifically Planning & Community Development uses TrakIt for cash collections, permitting, contractor registration, inspections, and reporting. TrakIt Ver.18.1.3 is on-premises some of the difficulties with TrakIt include incorrect or multiple address accounts, reporting functions are difficult to use, cumbersome user interface that requires too many steps to process permits, poor permit tracking, cannot attach or link documents to the permit.

2. Additional Commercial Applications

Multiple departments are using Commercial off the Shelf (COTS) systems due to specialized functionality for their use, availability of applications, or deficiencies in other City systems. Other COTS applications in the current environment at the City include Laserfiche for document management, ESRI for GIS, Outlook for email, MS office functions, Adobe PDF, MUNIS.

F. CURRENT CITY TECHNICAL ENVIRONMENT

The following describes the City's technical environment:

The City is primarily using a combination of Dell and Virtual Machine servers (~80) running Windows Server 2012 and 2016. There are over 500 devices including PCs, laptops, servers, iPads, and printers. Desktop operating systems include Windows 8.1 and Windows 10 (64bit).

Email Services: Email services are provided on-premises via MS Exchange server. Cell phones and other mobile devices are allowed to connect to email remotely through OWA.

Server Architecture: Server technologies includes Dell and VM servers for the City's Domain Controllers (Active Directory, DNS). The domain is currently at the 2012 level and we are actively migrating to the 2016 level to accommodate needed GPO changes for Windows 10 Enterprise level deployment. This

migration will be complete before the application goes live. InCode, our ERP system is V2106, running with SQL 2015. Our ESRI GIS system is running V 10.5.1 with web services residing on a VM. Our document management system is LaserFiche, V9x running on a Dell server 2008 system with SQL 2015. The LaserFiche web services reside on a virtual machine. Other services have been moved to 3 virtualized platforms running on VMWare, with approximately 80 Virtual Machines (VMs) in production. All file system data resides on Several VM Servers with a primary backup to 2 JBOD devices. Backups are primarily achieved using VEEAM Backup and Replication Software.

Network Architecture: The City has a Cisco multi layered VLAN network with multi-level security and automated access control in place to help provide redundant communication and controlled access for needed access only.

Network Security: The City uses Cisco ASA's, Barracuda Web filtering, and ISE automated access control for network security and web application access.

G. FUNCTIONAL AREA STATISTICS

The following table contains functional statistics of the City. These statistics are estimates and are provided for planning purposes only.

Table 4. Functional Area Statistics		
No.	Functional Area/Metric	Statistic
1	Planning and Zoning Average number of applications processed annually	78
2	Plan Review Average number of plans reviewed annually	3,800
3	Permitting Average number of permits processed annually	4,400
4	Inspections Average number of inspections conducted annually	14,000

H. IMPLEMENTATION PROJECT PLAN

As part of the Project Scope, the selected Respondent must develop and provide the City with a detailed Implementation Project Plan that, at a minimum, will include the components listed below.

1. **Project Objectives:** This section should include overall project objectives.

2. **Project Deliverables and Milestones:** This section of the Implementation Project Plan should include a list of deliverables and milestones of the Project, and with each deliverable or milestone, this section should describe exactly how and what will be provided to meet the needs of the City.
3. **Project Schedule:** This section of the Implementation Project Plan should identify the dates associated with deliverables and milestones.
4. **Project Management Processes:**
 - a. **Resource Management:** This section of the Implementation Project Plan should describe City resources, proposer resources, and the overall project team structure and should include an organizational chart. Each role identified for the vendor, any subcontractors, and the City should also include a description of the responsibilities related to the identified project role as well as the communication process for each party
 - b. **Scope Management:** This section of the Implementation Project Plan should describe the approach the proposer will use in order to manage project scope and the process used to request changes to project scope. It is the City's desire to use the proposed Community Development System "as is" and, as such, any changes must be reviewed and approved by the City's Executive Project Team.
 - c. **Schedule Management:** This section of the Implementation Project Plan should describe the approach the proposer will use in order to manage the project schedule and the process used to submit requested changes to the schedule. The proposer must ensure that the project schedule is kept current and report any missed milestones to the City.
 - d. **Risk Management:** This section of the Implementation Project Plan should describe the approach the proposer will use to document existing project risks, report them to the team, and provide recommendations for mitigating the risk.
 - e. **Quality Management:** This section of the implementation Project Plan should describe the approach the proposer will use to assure that all written deliverables have received appropriate reviews for quality before being submitted to the City.
5. **Bi-Weekly Status Reports:** This section of the Implementation Project Plan should describe the approach the vendor will use to provide bi-weekly status reports throughout the course of the project. This section should describe the layout of the bi-weekly status report and the expected delivery mechanism that will be used to provide the report to the City and review it on a bi-weekly basis with the City's project manager and appropriate project staff.

I. CITY PROJECT TEAM MANAGEMENT

Proposers shall provide a preliminary Resource Plan for the City Project Team that describes the City resources required at various stages throughout the project, as part of responses in accordance with the Submittal Response Format described in the section entitled "RESPONSE FORMAT & ADDITIONAL REQUIRED INFORMATION".

J. COMMUNICATION MANAGEMENT PLAN

A project of this size and complexity represents a tremendous investment and associated risk for any organization. Thus, the City anticipates the need to be able to provide frequent and regular progress updates and status reports to various City leaders and staff.

As part of the Project Scope, the selected vendor must provide a detailed communication plan that includes discussion of key implementation metrics that will be used to track progress; types of communication methods (i.e., memo, email, one-on-one meetings, project team meetings, stakeholder group meetings, online web progress reporting tools, etc.) that the vendor will use; frequency of these communications; and key vendor points-of-contact with overall responsibility for ensuring these communications are provided as scheduled. This will become a part of the Implementation Plan.

Additionally, the City expects that the vendor will make key personnel and staff available for certain meetings either on-site or via teleconference or web-conference that may be required should major issues arise during the implementation that significantly impact the schedule, budget, or implementation of the Community Development system.

K. SOFTWARE CUSTOMIZATION PLAN

While it is the City's intent to utilize the vendor system's existing capabilities and embedded best-practice business processes, it recognizes that there will be some critical work processes that require some amount of software customization. As part of the Project Scope, the selected vendor will develop and provide a detailed Software Customization Plan that includes anticipated customizations and their impact to the overall project schedule, budget, and final success. This software customization plan should describe the process that the City and the vendor will engage in for accepting the software modifications.

L. SYSTEM INTERFACE PLAN

As part of the Project Scope, the selected vendor will develop and provide a detailed System Interface Plan that contains the proposed strategy for interfacing to all applications described in the Interfaces section F.

Proposers shall provide a preliminary System Interface Plan as part of responses in accordance with the Submittal Response Format described in the section entitled "RESPONSE FORMAT & ADDITIONAL REQUIRED INFORMATION".

M. DATA CONVERSION

The City does plan on converting any existing permitting and/or licensing data into the new Community Development System.

N. TESTING PLAN

As part of the Project Scope, the selected vendor will develop and provide a Testing Plan that describes all phases of testing: unit, system, interface, integration, regression, parallel, and user acceptance testing. It is the City's expectation that the Testing Plan govern all phases of the project and that the vendor will also provide assistance during each testing phase involving City users. The vendor will develop the initial User Acceptance Testing (UAT) plan, provide templates and guidance for developing test scripts, and will provide onsite support during UAT. The vendor will also provide a plan for stress testing of the system that will occur during or after UAT.

O. QUALITY ASSURANCE PLAN

As part of the Project Scope, the selected vendor will provide a Quality Assurance Plan that describes how the desired levels of quality will be achieved through implementation. The Plan should identify resources from both the vendor and the City who will be involved in the processes of quality planning, quality assurance, and quality control. The City expects that vendors have an existing Quality Assurance Plan that it employs as part of its standard implementation.

P. PRE AND POST-IMPLEMENTATION PLANS

As part of the Project Scope, the selected vendor will develop and provide a Pre- and Post-Implementation Support Plan that describes the approach to software support during the implementation and after go-live. Vendors should describe what level of support is available under the proposed fee structure. If varying levels of support are available, this section of the vendor's response should clarify these potential services and highlight the level of support that has been proposed.

Q. TRAINING PLAN

As part of the Project Scope, the selected vendor will develop, provide, and manage a detailed plan for training. This Training Plan must include the information described below.

1. The role and responsibility of the software and/or implementation vendor in the design and implementation of the training plan (e.g.,

development of customized training materials, delivering training to City end users).

2. The role and responsibility of the City staff in the design and implementation of the training plan.
3. Overview of proposed training plan/strategy, including options for on-site or off-site training services for core project team, end users, and technology personnel.
4. Proposed training schedule for City personnel of various user and interaction levels.
5. Descriptions of classes/courses proposed in the training plan. (The vendor should specify the unit of measure for its training, e.g., units, classes, days, etc., and define the hours associated with these units of measure.) The vendor must be very clear about exactly what training courses are included in the cost of the proposal.
6. The knowledge transfer strategy proposed by the software and/or implementation vendor to prepare City staff to maintain the system after it is placed into production.
7. Detailed description of system documentation and resources that will be included as part of the implementation by the vendor including, but not limited to, detailed system user manuals, "Quick Reference" guides, online support, help desk support, user group community resources, and others as available.

It is the City's intention that the selected vendor will coordinate the training of City personnel in the use of its application and that satisfactory implementation of an approved training plan will be a key component of this project's deliverables.

Documentation, including training manuals and agendas, will be provided by the proposer before each training session with City staff.

R. SYSTEM DOCUMENTATION

As part of the Project Scope, the selected vendor will develop and provide documentation that describes the features and functions of the proposed application software. The documentation shall be provided for both users and the technical personnel who will administer and maintain the system. It is desirable that differing levels of documentation (user documentation and technical documentation) exist. The selected vendor shall provide documentation in web-based and PDF forms for each application module.

Proposers shall provide sample System Documentation as part of responses in accordance with the Submittal Response Format described in Section 4.0. In addition, proposers shall provide an overview of the system documentation that will be provided as part of system implementation.

XV. ANTICIPATED TERM OF CONTRACT

The City intends to enter with the selected qualified Respondent a fixed price agreement to provide a software solution and implementation services. Included with this price shall be maintenance and support for no less than a term of two (2) years. Continued services for version maintenance and support shall have three (3) optional one-year extensions. At the end of the initial two-year support term, the services record and contract agreement will be reviewed by the City and an option to extend may be considered. Respondent must specify within their response the basis for any escalator clauses it requires for the proposed optional extension term(s).

XVI. EVALUATION PROCESS

After the RFP receipt deadline, an evaluation committee will review all submissions utilizing the evaluation criteria cited in the following section below.

At any time during the evaluation period additional requests for scope and cost clarification may be required to complete the process.

Once preliminary evaluations are completed, proposals will be ranked and those deemed responsive and within a competitive range will be selected and short-listed.

The City, at its sole discretion, reserves the right to have system demonstrations with those short-listed respondents, or any other vendors. Demonstrations will be conducted at City offices. Time limitations and demonstration requirements will be provided with the notification as necessary.

Demonstrations will be assigned a portion of the overall Functional & Technical Criterion score. The City may elect, at its sole option, not to conduct discussions or demonstrations with respondents. Demonstrations will involve scripted scenarios and provide City staff the ability to see a fully functional version of the proposed software allowing a more detailed understanding of the software to address specific concerns or questions.

XVII. EVALUATION CRITERIA

The following criteria and weight factors will generally be used to evaluate responses:

- **Functional & Technical:** This criterion considers both the qualifications of the personnel proposed to provide the services solicited by this RFP and the products that are proposed to be used in performing the services

solicited by this RFP. In evaluating the proposer's products, the City will consider the business benefits and the business process improvements as a result of implementing the proposer's products. **(Maximum of 30 points)**

- **Approach:** This criterion considers the proposer's understanding of the scope of work and the quality and clarity of the proposer's written methodology and description of the proposed approach to accomplish the work. **(Maximum of 25 points)**
- **Experience:** This criterion considers (1) the proposer's past performance on any City contracts, (2) the results of reference checks, and (3) the proposer's experience in providing the services solicited by this RFP as set forth in the proposer's response. **(Maximum of 20 points)**
- **Support:** This criterion considers the proposed support agreement including level of support, type of support and cost increases. **(Maximum of 5 Points)**
- **Cost Proposal:** This criterion considers the overall annual cost of the services and goods including all associated administrative fees associated with meeting the requirements of this scope of services and product requirements. Proposers will be evaluated on their pricing scheme as well as on their price in comparison to the other proposers. **(Maximum of 20 points)**

XVIII. SELECTION PROCESS

Based on the Evaluation Committee review, several firms may be short-listed, for further consideration, and may be required to submit supplemental information and participate in an interview or presentation. The City reserves the right to reject all submissions.

XIX. BEST AND FINAL OFFER

A Best-and-Final-Offer (BAFO) process may be initiated if it is determined to be in the best interest of the City. Such process may be initiated following the publishing of the Vendor Short List or at any other evaluation process step.

XX. SUBMITTAL REQUIREMENTS

Any party submitting a proposal should sufficiently address the requested information outlined below. The City of Colleyville reserves the right to either reject proposals or waive deficiencies as it serves the interest of the public.

PACKAGING:

Per section IV, proposals shall be submitted in a sealed package as referenced within this solicitation document. One (1) paper and One (1) CD or USB digital signed original marked "ORIGINAL" and, eleven (11) set copies, without cost proposals, marked "COPY 1", "COPY 2", etc. of the response is to be submitted complete with all supporting documentation.

1. Executive Summary

Provide a title page with the RFP number, subject and name of Proposer, address, telephone number, e-mail address, date and a table of contents.

2. Summary of Pricing

Include a price sheet to clearly identify proposed cost structures. Pricing should be clear, concise and differentiate between included services, alternative proposals and the cost for add-on features or additional users outside of initial limits (if applicable).

3. Vendor Qualifications

Provide a narrative response, including any necessary documents, that contains the following information.

- Specify the number of years in business providing public sector software
- Specific the overall number of public sector clients and the number of public sector clients in T e x a s
- Provide an overview of the company size in terms of employees and the ownership structure
- Describe how your company measures customer satisfaction for software applications, customer service and support

4. Proposed Solution(s)

Describe how your proposal meets the City's scope of services including its wants and needs. Include an implementation plan and schedule.

5. References

Provide three (3) public sector clients that currently use your software. Include the name of the client and contact information.

PRICING

Pricing for the two years support costs should be identified and listed separately from the annual software fees. Proposed fees should be firm for City acceptance for 6 months from acceptance date of proposals. Pricing must be inclusive, clear and concise, including such other information as requested or required. Please include an estimated yearly increase, if applicable and payment schedule options. Award will not be based solely on price, although this will be an important factor in choosing a solution.

SUBMISSION OF PROPOSAL

Eleven (11) proposals shall be submitted in a sealed envelope, plainly marked **"Bid #20 -10-009 Community Development System"** addressed to the City of Colleyville, 100 Main Street, Colleyville, TX 76034.

Additional Information

- a. A completed W-9 form
- b. Insurance Certificates
- c. Completed CIQ Form (www.ethics.state.tx.us/forms/CIQ.pdf)
- d. Completed Certificate of Interested Parties
(https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)
- e. Supplementary information
- f. Brochures
- g. Information regarding an Additive Alternate Code Enforcement System. Please include details regarding this option however only include this pricing within the paper and digital Originals.

XXI. CONTRACT AWARD

The City does not guarantee that a contract (or contracts) will be awarded because of this RFP. If a contract award is made, but the contract is not executed, the City does not guarantee that the contract will be re-awarded.

XXII. RESPONSE DEADLINE

Responses to the RFP must be addressed to City of Colleyville, ATTN: Jacquelyn Reyff, 100 Main Street, 1st Floor, Colleyville, Texas 76034, by the date specified in Table 1. TENTATIVE TIMELINE for consideration. Please

refer to section above ("Submittal of RFP") for specific submission requirements. RFP responses received after the published deadline will not be accepted or considered.

XXIII. PRE-SUBMITTAL CONFERENCE

A Pre-Submittal Conference is currently not scheduled for this RFP.

XXIV. CLARIFICATION OF REQUIREMENTS

All requests for additional information or clarification concerning this RFP must be submitted **in writing** no later than the date specified in Table 1.

XXV. ADDENDA AND MODIFICATIONS

Any changes, additions, or clarifications to the RFP are made by amendments (addenda) and will be posted on the City of Colleyville website. Any respondent in doubt as to the true meaning of any part of the RFP or other documents may request an interpretation from Jacquelyn Reyff in the Community Development Department. At the request of the respondent, or in the event the Community Development Department deems the interpretation to be substantive, the interpretation will be made by written addendum issued by the Community Development Department. Such addendum will be attached to the original RFP in the Public Purchase file and will become part of the RFP package having the same binding effect as provisions of the original RFP. It shall be the respondent(s) responsibility to ensure that they have received all Addenda in respect to this project. Furthermore, respondents are advised that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their Submittal. Respondent(s) signature on Addenda shall be interpreted as the respondent's recognition and compliance to official changes as outlined by the City of Colleyville and as such are made part of the original RFP documents. Failure of any respondent to receive any such addendum or interpretation shall not relieve such Respondent from its terms and requirements. No verbal explanations or interpretations will be binding. The City does not assume responsibility for the receipt of any addendum sent to respondents.

XXVI. REQUEST FOR PROPOSALS PREPARATION COSTS

Issuance of this RFP does not commit the City of Colleyville, in any way, to pay any costs incurred in the preparation and submission of an RFP. All costs related to the preparation and submission of this RFP shall be borne solely by the respondent.

XXVII. EQUAL EMPLOYMENT OPPORTUNITY

Respondent agrees that it will not discriminate in hiring, promotion, treatment, or other terms and conditions of employment based on race, sex,

national origin, age, disability, or in any way violate Title VII of 1964 Civil Rights Act and amendments, except as permitted by said laws.

XXVIII. ANTI-LOBBYING PROVISION

During the period between RFP submission date and the contract award, respondents, including their agents and representatives, shall not directly discuss or promote their RFP with any member of the Colleyville Council or City staff except in the course of City-sponsored inquiries, briefings, interviews, or presentations. Violation of this provision shall result in the rejection of the respondent's RFP and disqualification from future consideration of a similar RFP.

XXIX. INDEMNIFICATION CLAUSE

THE RESPONDENT HEREBY AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD THE CITY AND ITS EMPLOYEES, AGENTS, OFFICERS AND SERVANTS FREE AND HARMLESS FROM ALL LOSSES, CLAIMS, LIENS, DEMANDS AND CAUSES OF ACTION OF EVERY KIND AND CHARACTER INCLUDING, BUT NOT LIMITED TO, THE AMOUNTS OF JUDGMENTS, PENALTIES, INTERESTS, COURT COSTS, LEGAL FEES, AND ALL OTHER EXPENSES INCURRED BY THE CITY ARISING IN FAVOR OF ANY PARTY, INCLUDING CLAIMS, LIENS, DEBTS, PERSONAL INJURIES, INCLUDING EMPLOYEES OF THE CITY, DEATH OR DAMAGES TO PROPERTY (INCLUDING PROPERTY OF THE CITY) AND WITHOUT LIMITATION BY ENUMERATION, ALL OTHER CLAIMS OR DEMANDS OF EVERY CHARACTER OCCURRING OR IN ANY WAYS INCIDENT TO, IN CONNECTION WITH OR ARISING DIRECTLY OR INDIRECTLY OUT OF THIS CONTRACT. THE RESPONDENT AGREES TO INVESTIGATE, HANDLE, RESPOND TO, PROVIDE DEFENSE FOR AND DEFEND ANY SUCH CLAIMS, DEMAND, OR SUIT AT THE SOLE EXPENSE OF THE RESPONDENT. IN ADDITION, THE RESPONDENT AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD THE CITY AND ITS EMPLOYEES, AGENTS, OFFICERS AND SERVANTS FREE AND HARMLESS FROM ALL LOSSES, CLAIMS, LIENS, DEMANDS AND CAUSES OF ACTION RELATING TO, FOR, OR ON ACCOUNT OF THE USE OF PATENTED APPLIANCES, PRODUCTS OR PROCESSES, AND THE RESPONDENT SHALL PAY ALL ROYALTIES AND CHARGES WHICH ARE LEGAL AND EQUITABLE. EVIDENCE OF SUCH PAYMENT OR SATISFACTION SHALL BE SUBMITTED UPON REQUEST OF THE DIRECTOR OF PURCHASING AND ASSET MANAGEMENT AS A NECESSARY REQUIREMENT IN CONNECTION WITH THE FINAL ESTIMATE FOR PAYMENT IN WHICH SUCH PATENTED APPLIANCE, PRODUCTS OR PROCESSES ARE USED. RESPONDENT ALSO AGREES TO BEAR ALL OTHER COSTS AND EXPENSES RELATED THERETO, EVEN IF THE CLAIM OR CLAIMS

ALLEGED ARE GROUNDLESS, FALSE OR FRAUDULENT. THIS PROVISION IS NOT INTENDED TO CREATE ANY CAUSE OF ACTION IN FAVOR OF ANY THIRD PARTY AGAINST RESPONDENT OR THE CITY OR TO ENLARGE IN ANY WAY THE RESPONDENT'S LIABILITY BUT IS INTENDED SOLELY TO PROVIDE FOR INDEMNIFICATION OF THE CITY FROM LIABILITY FROM DAMAGES OR INJURIES TO THIRD PERSONS OR PROPERTY ARISING FROM RESPONDENT'S PERFORMANCE HEREUNDER.

XXX. RESPONDENT'S EMPLOYEES

Neither the Respondent nor his/her employees engaged in fulfilling the terms and conditions of any awarded Service Contract shall be employees of the City. The method and manner of performance of such undertakings shall be under the exclusive control of the vendor on contract. The City shall have the right of inspection of said undertakings at any time.

XXXI. HUB CERTIFICATION

State Certified HUB Vendor(s) are required to provide a copy of their certification, if they have not previously done so. Email information to the Community Development Department at jreyff@colleyville.com.

XXXII. VERBAL THREATS

Any threats made to any employee of the City, be it verbal or written, to discontinue the providing of item/material/services for whatever reason and/or reasons shall be considered a breach of contract and the City will immediately sever the contract with the vendor.

XXXIII. CONFIDENTIAL INFORMATION

Any information deemed to be confidential by the respondent should be clearly annotated on the pages where confidential information is contained. The City cannot guarantee that it will not be required to disclose all or part of any public record under Texas Public Information Act, since information deemed to be confidential by the bidder may not be confidential under Texas Law, or pursuant to a Court order.

XXXIV. RIGHT TO AUDIT

The City of Colleyville reserves the right to audit the vendor's books and records relating to the performance of this contract. The City of Colleyville, at its own expense, shall have the right at all reasonable times during normal business hours and upon at least twenty-four (24) hours' advance notice, to audit, to examine, and to make copies of or extracts from the books of account and records maintained by the vendor(s) with respect to the Service Contract. If such audit shall disclose overpayment by City to vendor, written notice of such overpayment shall be provided to the vendor and the amount of the

overpayment shall be promptly reimbursed to the City. In the event any such overpayment is not paid within ten (10) business days after receipt of such notice, the unpaid amount of such overpayment shall bear interest at the rate of one percent (1%) per month from the date of such notice until paid.

XXXV. APPLICABLE AUTHORITY: JURISDICTION

Respondents shall comply with all federal, state, county and municipal laws, ordinances, regulations, and orders, relating or applicable to the software and services to be performed pursuant to this RFP. The laws of the State of Texas shall govern the terms of this RFP and all contracts related hereto.

XXXVI. VENUE

The parties agree that venue for any action concerning this RFP shall be in the State District Court of Tarrant County, Texas. The parties agree to submit to the personal and subject matter jurisdiction of said court.

XXXVII. CONFLICT OF INTEREST

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity must disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. This questionnaire must be filed, by law, with the City Secretary of the City of Colleyville not later than the 7th business day after the date the person becomes aware of facts that require the statement be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. For more information or to obtain the Questionnaire CIQ go to the Texas Ethics Commission web page at www.ethics.state.tx.us/forms/CIQ.pdf.

Certificate of Interested Parties

Effective January 1, 2016, pursuant to House Bill 1295 passed by the 84th Texas Legislature (Section 2252.908, Texas Government Code, as amended) and formal rules released by the Texas Ethics Commission (TEC), all contracts with private business entities requiring approval by the Colleyville City Council will require the on-line completion of Form 1295 "Certificate of Interested Parties." Form 1295 is also required for any and all contract amendments, extensions or renewals. Contractors are required to complete and file electronically with the Texas Ethics Commission using the online filing application.

- Please visit the State of Texas Ethics Commission website, https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

and <https://www.ethics.state.tx.us/tec/1295-Info.htm> for more information.

IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT. AN OFFENSE UNDER CHAPTER 176 IS A CLASS C MISDEMEANOR.

XXXVIII. CONFIDENTIALITY OF INFORMATION AND SECURITY

Should the successful respondent be awarded a contract and become the holder of, and have access to, confidential information, (in the process of fulfilling its responsibilities in connection with the contract), the successful respondent agrees that it shall keep such information confidential and will comply fully with the laws and regulations of the State of Texas, ordinances and regulations of the City, and any applicable federal laws and regulations relating to confidentiality.

XXXIX. SUBSTITUTIONS/CANCELLATIONS OF QUALIFICATIONS

No substitutions or cancellations are permitted without written approval of City of Colleyville.

XL. TIME ALLOWED FOR EXECUTION OF CONTRACT

Number of days required for the successful respondent to execute a contract for **SOFTWARE AND IMPLEMENTATION SERVICES FOR COMMUNITY DEVELOPMENT SYSTEM** after receiving notification of award of contract shall be thirty (30) days.

XLI. PERSONNEL

The successful respondent shall ensure that the work being performed in response to an executed agreement shall be performed by competent and qualified personnel. Such personnel must be licensed or certified within the State of Texas.

XLII. CONTRACT

Successful Bidder shall be required to execute a Service Agreement, which shall be provided and approved by the City in connection with the software and services described in the RFP. Further, the requirements of Subchapter J, Chapter 552, Government Code, may apply to this RFP and the successful respondent agrees that the contract can be terminated if the respondent knowingly or intentionally fails to comply with a requirement of that subchapter.

THE CITY OF COLLEYVILLE RESERVES THE RIGHT TO REFUSE AND REJECT ANY OR ALL RFP AND TO WAIVE ANY OR ALL FORMALITIES OR TECHNICALITIES, AND TO MAKE SUCH AWARDS OF CONTRACT AS MAY BE DEEMED TO BE THE BEST VALUE AND MOST ADVANTAGEOUS TO THE CITY OF COLLEYVILLE.

Permitting Software Costs				
	<i>Tyler (EnerGov)</i>	<i>CityView</i>	<i>NewEdge (CityWorks)</i>	<i>Timmons Group (CityWorks)</i>
Software Cost	\$236,050	\$350,804	\$289,600	\$320,555
Yearly Maintenance & Basic Program Assist- year 1*	\$54,860	\$42,216	\$30,000	\$22,500
Yearly Maintenance & Basic Program Assist- year 2*	\$57,603	\$44,419	\$49,250	\$37,500
Yearly Maintenance & Basic Program Assist- year 3*	\$60,483	\$46,196	\$64,250	\$45,000

*Basic Program Assist is offered through Tyler (EnerGov) and it gives a dedicated faster technical support

Total	\$	290,910	\$	393,020	\$	319,600	\$	343,055
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Permitting Software Benchmark Survey

What permitting software is your city currently using?	
Bedford	Logo's
Colleyville	TRAKIT
Eules	Superion (HTE)
NRH	THE; however, will be moving to Tyler Energov in August of 2021
Southlake	Energov (Tyler Tech)
Is the software meeting the needs of the City? Please briefly describe why or why not.	
Bedford	Partially, limited functionality.
Colleyville	No, the lack of integration and usability do not work for us anymore.
Eules	No it is older than dirt. No integration with handhelds, website, etc. Green screen with tabs and function keys.
NRH	No, software is outdated, difficult to use, and lacks options for modern-day technologies.
Southlake	Yes, very customizable and links with financial software and document retention software
If the software has been changed recently, why was a different software chosen?	
Bedford	Old AS400 was not able to maintain records.
Colleyville	Looking to change software; in the RFQ process.
Eules	N/A
NRH	N/a
Southlake	changed in 2018 from Accela which was more expensive, had less ability to customize and did not link with other software
How did the implementation of your current software go? How long was the time period from contract signing to going live?	
Bedford	Fair. 6 months.
Colleyville	N/a; N/a
Eules	N/A
NRH	Still in process, though it hasn't been easy.
Southlake	Tyler had newly purchases so there were some glitches but not bad as far as implementation. Not sure about timeframe
Does the software integrate with other functions of the City, such as Finance or GIS?	
Bedford	Finance.
Colleyville	No.
Eules	Finance.
NRH	Yes
Southlake	Finance, GIS, document retention (TCM -Tyler Content Manager so Laserfiche is no longer necessary)
Do you have any other information regarding the software that you would like to share?	
Bedford	No.
Colleyville	N/a
Eules	Did I mention this was old software?
NRH	The contract for the new software requires some staff-provided setup which has proven very difficult at times.
Southlake	has good online customer website and easy apps for inspections/code enf



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number WS-3

Agenda Date 2/2/2021

Type Worksession

Department City Secretary

Title

Discussion of the February 2, 2021, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 1

Agenda Date 2/2/2021

Type Executive Session

Department City Secretary

Title

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including: Glade Road eminent domain case for Parcel 150

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including: Acquisition of real property along SH26

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-21-4582

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF FEBRUARY 2, 2021**

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

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

Sec. 1. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 2ND DAY OF FEBRUARY 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 3

Agenda Date 2/2/2021

Type Announcements, Proclamations, and Presentations

Department City Manager

Title

Presentation of redeemed Colleyville Economic Development Corporation bond

Attachments

RESOLUTION R-21-4583

**APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT
THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 2, 2021**

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 January 5, 2021
 - b. Approval of the minutes of the regular City Council meeting of January 19, 2021
 - c. Approval of the proposal by PTI Sports & Recreation Construction, an approved vendor through the BuyBoard purchasing program, in an amount not to exceed \$149,000.00, for the installation of four pickleball courts at City Park, and authorizing the City Manager to execute the documents

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 2ND DAY OF FEBRUARY 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Minutes - Draft

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Tuesday, January 5, 2021

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, January 5, 2021, at 5:30 p.m.

ROLL CALL: Mayor Richard Newton, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

ABSENT: Mayor Pro Tem Bobby Lindamood

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Mark Wood, Assistant City Manager Adrienne Lothery, Community Development Director Ben Bryner, Public Works Director Ray Silva-Reyes, Community Relations Specialist Ronni Orr, City Attorney Whitt Wyatt, and City Secretary Christine Loven.

WS-1 Follow-up discussion of Northern Gateway conceptual plans

Assistant City Manager Adrienne Lothery introduced this item, provided a recap of the project and previous exercises and presentations and stated staff anticipates moving forward with the next steps of the project following this discussion. She then introduced Tipton Housewright, OMNIPLAN, and Dallas Cothrum, Masterplan, to review the four schemes and summary of the work to date.

Mr. Housewright stated the four schemes are the collaboration of the City Council and explained each arrangement. Mr. Housewright noted the common theme in each design was Council's direction to organize the food and retail along the creek, while keeping the green scape and park attributes to the back.

Mayor Newton stated he believes the green scape and clustering of retail is an important attribute. There was general discussion of what amenities, retail, and dining choices each of the Councilmembers would like to see.

As there was discussion in previous meetings regarding other similar type projects, Councilmember Nakamura asked staff to provide a list to City Council for their review. In discussing next steps, Mr. Cothrum stated it is important City Council establish their goal so he and Mr. Housewright can execute their vision. He suggested, and City Council agreed, a list of projects as requested by Councilmember Nakamura would be provided; Masterplan and OMNIPLAN will work with staff to develop a draft scope; followed by additional presentations, which provide detail refinement capturing Council's vision in drawings for visuals and communication.

WS-2 Discussion of the Tinker Road Improvements Project

Public Works Director Ray Silva-Reyes presented this item. He explained the project was originally approved in the 2020-2024 Capital Improvement Program (CIP), as the design of the Water Project 11: Tinker Road Water Line. However, based on the condition of the existing road and the concerns of drainage along Tinker Road, City Council approved to increase the design scope to incorporate water, wastewater storm sewer, and roadway reconstruction. Following a July 2020 Worksession discussion regarding the design of Tinker Road, staff mailed a citizen survey to determine the desires of citizens living along the corridor and revised the street alignment based on those results.

Director Silva-Reyes explained the revised Tinker Road redesign provides for two lanes built as asphalt sections of varying widths of 25 feet and 40 feet (front-of-curb to front-of-curb) based on location. He noted the existing roadway section is only 20 to 23 feet and staff recommends widening the roadway slightly for safety considerations, but maintain 25 feet as opposed to the 35 feet of roadway to preserve the residential nature of the corridor.

Director Silva-Reyes reviewed the suggested intersection improvements at Pleasant Run Road and Tinker Road, which have been proposed to include separate right and left turns from Tinker Road onto Pleasant Run Road and a left turn from Pleasant Run Road onto Tinker Road. He also noted a one-lane round-about could be considered. He also proposed consideration of connecting the sidewalk currently on Tinker Road to the intersection at Pleasant Run Road.

Several citizens attended this worksession item and provided input regarding parking, drainage, sidewalks, and traffic flow on Tinker Road. At the direction of City Council, staff will conduct a traffic study and review the Pedestrian Transportation Committee recommendations for connectivity in this area, and provide an update to the City Council at a future meeting.

Due to time restraints, WS-3 and WS-4 were not discussed.

WS-3 C-POP program wrap up**WS-4** Discussion of the 2021 City Council Meeting Calendar**WS-5** Discussion of the January 5, 2021, City Council regular agenda items

Mayor Newton adjourned the Worksession at 6:31 p.m. and opened Executive Session at 6:31 p.m.

ROLL CALL: Mayor Richard Newton, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

ABSENT: Mayor Pro Tem Bobby Lindamood

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

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including Glade Road eminent domain case for Parcel 150

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including acquisition of real property along Main Street, and acquisition of real property along SH26

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 Newton adjourned the Executive Session at 7:15 p.m.

Mayor Newton called the regular meeting of the City Council to order at 7:30 and called the roll.

ROLL CALL: Mayor Richard Newton, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

ABSENT: Mayor Pro Tem Bobby Lindamood

INVOCATION: Dale Molden, First Colleyville

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

Mayor Newton welcomed everyone and wished all a Happy New Year. He noted items 7a and 7b will be removed from the table and considered at this meeting.

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-21-4572

This resolution was not needed.

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**Announcements of civic and charitable events****Presentation of calendar events and updates****Announcements of awards and recognition**

Mayor Newton and the City Council made the following announcements:

COVID Update: Colleyville currently has 377 active positive cases. Tarrant County hospital capacity is 20%, and ventilator capacity is at 60%. COVID patients are utilizing 30% of Tarrant County hospital beds.

COVID-19 Vaccine for First Responders – Last week, vaccination for our first responders began. The County Health Department is also accepting registration for vaccination of those meeting age, preexisting conditions, or employment qualifications. If you are interested in this offering, please complete the application form accessible via Tarrant County web site www.tarrantcounty.com/covidshot. A link will also be provided on the City of Colleyville website under the Coronavirus Update link.

Colleyville \$35 Gift Card & \$50 Cares Cards Update: Last month, the city mailed a \$35 gift card to each residential property in Colleyville. This gift card was redeemable at Colleyville businesses. In addition to the gift card program, the City provided each of our city's Houses of Worship with 20 - \$50 Colleyville Cares Gift Cards. This \$50 card was intended to provided assistance to those in need this holiday season. Both programs ended last week. At that time we had already redeemed 3,195 - \$35 cards (\$111,825) and 171 - \$50 cards (\$8,550). The program will end this week. When fully redeemed, we expect these programs to inject \$250,000 - \$300,000 into our local businesses.

The purpose of this economic development program is to connect our community's two greatest resources – our citizens and our businesses.

Chick-fil-A: Chick-fil-A will open tomorrow. We welcome owner/operator Zach Price to Colleyville and thank him for bringing this exciting development to our community. Congratulations to this Council and the staff for bringing this exceptional business to our community. The ribbon cutting and opening celebration in conjunction with the Chamber of Commerce will be scheduled very soon.

Colleyville Gives Program Update: The City of Colleyville offers multiple programs to assist our businesses. One popular program is the Colleyville Gives Grant Program. This program provides business with a grant of up to \$2,000 for business advertising and promotion. As part of the program, additional grant funds are provided to businesses making a donation to charity. As of 12/30, 43

businesses have applied for #ColleyvilleGives advertising grant and \$75,000 in grant funding has been approved. Equally important is the \$16,212 donated to charity as a result of this program.

Colleyville Professional One-minute Promos (CPOP) Program Report –

Earlier this evening, at our worksession, a presentation summarizing the CPOP program for Q4 was provided. The CPOP program provided business assistance with the production of a one minute promotional video and a \$1,000 grant for marketing the video. The video production was undertaken by our city staff and provided to the business owner for use as they wished (social media, website, etc). In the fourth quarter of 2020, over \$40,000 in grant funds were awarded to Colleyville businesses with 110 hours of staff production time. This is yet another program created to assist our businesses during these challenging times.

Studio Movie Grill Closes/Redevelopment Options Discussed – Last week, staff was notified that our local Studio Movie Grill will not reopen. The movie theater industry, like many others, has been hit hard by pandemic shut down. Staff has already begun meeting with the building owners to discuss redevelopment options for this site.

Candidate Filing Begins January 13: Candidate filing for City Council seats for the May 1 General Election are open from January 13 to February 12.

The City of Colleyville will conduct a General Election on May 1 to elect City Councilmembers for Places 5 and 6. Beginning January 4, applications will be available at the City Secretary's Office on the third floor of Colleyville City Hall, 100 Main Street or online at Colleyville.com.

City Councilmembers are elected to three-year terms. Candidates must be a resident of the City of Colleyville or within an incorporated area annexed by the City, according to the City Charter. Candidates must have been a resident for at least 12 months, be qualified voters of the State of Texas and the City of Colleyville, and cannot be financially delinquent to the City. Applications can be filed in person at the City Secretary's Office or via mail.

Recognition of the *Business View Magazine* news spread on the City of Colleyville

Mayor Newton and the City Council gathered in front of the dais to review the pictorial board of the *Business View Magazine*, which recognized the City's successful economic development efforts.

4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-21-4573

- 4a** Approval of the minutes of the regular City Council meeting of December 15, 2020
- 4b** Approval to reimburse the Fort Worth Transportation Authority for wrought iron fencing along the Cotton Belt Trail, in an amount not to exceed \$90,864.30

Mayor Newton read Resolution R-21-4573 in its entirety.

Public Works Director Ray Silva-Reyes presented item 4b. Mayor Newton asked staff if the remaining portion of the chain link fence which is very visible on John McCain Road could be enhanced with the wrought iron. Director Silva-Reyes stated he believed it could and he will move forward with the enhancement.

Mayor Newton opened the public hearing at 7:52 p.m. There was no one wishing to speak and the public hearing was closed at 7:52 p.m.

Councilmember Kelley made a motion to approve Resolution R-21-4573, seconded by Councilmember Nakamura.

The motion to approve passed by the following vote:

Ayes: 6 – Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

5. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**5a Ordinance O-20-2151**

An Ordinance amending Chapter 42 "Environment" of the City of Colleyville Code of Ordinances, by adding Article III "Stormwater Management" and Article IV "Post Construction Stormwater Management"

Mayor Newton read the caption of Ordinance O-20-2151.

Public Works Director Ray Silva-Reyes presented this item, stating this ordinance enhances the City's Stormwater Management Program (SWMP), and as the regulations are lengthy, he explained the highlights and answered questions of the Council.

Mayor Newton stated at the last meeting when this item was presented he stated he is not in support of more bureaucracy, however this is a state requirement. Director Silva-Reyes concurred and noted this is an every five year requirement to

enhance the SWMP and provides a mechanism which allows the City to issue fines for non-compliance.

City Manager Jerry Duway stated the City's first concern will always be compliance.

Mayor Newton opened the public hearing at 7:57 p.m. There was no one wishing to speak and the public hearing was closed at 7:57 p.m.

Councilmember Kelley made a motion to approve Ordinance O-20-2151, seconded by Councilmember Nakamura.

The motion to approve passed by the following vote:

Ayes: 5 – Mayor Newton, Councilmembers Wheat, Dodson, Kelley, and Rigney.

Nays: 1 - Councilmember Nakamura

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

6a Ordinance O-21-2152

Consideration of a Special Use Permit for a Massage Therapy use on Lot 1R1, Block 1, Foster Addition, located at 5200 Colleyville Boulevard, Suite C, Case ZC20-030

Mayor Newton read the caption of Ordinance O-21-2152.

Community Development Director Ben Bryner presented this request for a Special Use Permit (SUP) to allow for a Massage Therapy use at 5200 Colleyville Boulevard, Suite C., which is located in the CC-1 Village Retail district where Massage Therapy is allowed with the approval of an SUP.

Mayor Newton asked Director Bryner if the business previously held an SUP. Director Bryner stated a massage therapy business currently occupies Suite C, and the reason for the SUP request is due to a change in the ownership and the new owner is seeking to be in compliance.

Zhongying Zhu, the applicant, 5200 Kerrville, came forward to answer questions of the City Council.

Mayor Newton asked Ms. Zhu who currently owns the business and Councilmember Dodson asked if there would be licensed massage therapists working at the business. Ms. Zhu stated she is the new owner, and due to COVID 19, she will be the only employee of the business at this time and she is licensed. Mayor Newton also asked if additional people eventually working at the business

would be employees and not independents. There was not a clear answer to this question.

Mayor Newton opened the public hearing at 8:05 p.m. There was no one wishing to speak and the public hearing was closed at 8:05 p.m.

This was a first reading, therefore, City Council did not take action.

6b Ordinance O-21-2153

Request to appeal the decision by the Planning and Zoning Commission regarding the consideration of a Special Use Permit for an Accessory Building to encroach into the required street side yard setback on Lot 2, Block 3R, Woodbriar Estates West Addition, located at 111 W. Greenbriar Lane, Case ZC20-031

Mayor Newton read the caption of Ordinance O-21-2153.

Community Development Director Ben Bryner presented this item which is a for a Special Use Permit for an accessory building to encroach into the required 30 foot street side yard on a corner lot. Director Bryner explained property has an existing single family home and three small accessory buildings. The applicant wishes to remove the three buildings and construct a 352 s.f. storage building in their place. The new building is proposed to be located in the 30-foot street side yard for a corner lot. Director Bryner noted the Planning and Zoning Commission denied the request for a vote of 4-0.

City Manager Jerry Ducay noted the SUP for the building does not address the fence, which is in the 30-foot street side yard setback and on the property line and if replaced, will require a variance. Director Bryner concurred noting the fence is legal, non-conforming at this time.

The applicant, Jonathan Grubbs, 111 W. Greenbriar Lane, provided a plan to the City Council of his vision for landscaping, building, fencing and preparation of his residential lot, which is a corner lot to the subdivision.

Mayor Newton applauded Mr. Grubbs for his efforts, but noted the building could be located in another part of the yard and not require an SUP. Mr. Grubbs stated he wanted his children to be able to play on a concrete pad adjacent on the buildings. Mayor Newton noted there is a hard surface patio within the fence that the children could play on. Mr. Grubs did not disagree.

Mayor Newton and Councilmember Dodson advised Mr. Grubbs there will be potential setback issues if he ever replaces the fence.

Mayor Newton opened the public hearing at 8:20 p.m.

Robert Grubbs, 3961 Washburn, spoke regarding his son's property and their plans to enhance the corner lot look by upgrading the building and landscape.

There were no others wishing to speak and the public hearing was closed at 8:26 p.m.

This was a first reading, therefore, City Council did not take action.

7. TABLED: ORDINANCE(S) READING AND PUBLIC HEARING

7a Ordinance O-20-2127

Consideration for a Special Use Permit for a day care center on Lots 9R and 10R, Block 1, of the Winding Creek Addition, located at 6412 and 6416 Colleyville Boulevard, Case ZC20-015

Councilmember Wheat made a motion to remove Ordinance O-20-2127 from the table, seconded by Councilmember Rigney. The motion passed by a unanimous vote.

Mayor Newton read the caption of Ordinance O-20-2127.

Community Development Director Ben Bryner presented this item and provided a review of the new exhibits, changes to the dumpster, shed structures, building elevations, tower, and building materials.

Councilmember Dodson asked Director Bryner if those present to speak tonight would be counted in a formal 20% request for denial. Director Bryner stated he did not think the 20% would be met.

Mayor Newton recapped the changes made by the applicant which included moving the playground locations, changing the roof design and elevations, moving the dumpster location and others.

Stephen Brown, Stephen Brown, Buttry & Brown Development, LLC, 5801 Tennyson Parkway, Suite 150, Plano, representing the applicant, provided a presentation covering all the changes, explaining the sound study, and answering questions of the City Council.

Mr. Brown answered questions relative to fencing, the length of time the sound survey was conducted, parking, and the roofline.

Mayor Newton opened the public hearing at 9:03 p.m.

Susan Reynolds, 6417 Kingston, thanked Councilmember Dodson for his support and spoke in opposition with concern for the location of the school to her home, noise, zoning, the finances of the owners, other Kiddie Academy schools not being

located near residential property, property values being reduced, and the City Council's allowance of eight months for the applicant to work on bringing the project forward.

Brad Gilbreath, 6409 Kingston, did not wish to speak, but recorded opposition.

Kristi Spann, 6409 Kingston, did not wish to speak, but recorded opposition.

There were no others wishing to speak and Mayor Newton closed the public hearing at 9:20 p.m.

There was discussion regarding the definition of a day care, commercial zoning, and office use.

Councilmember Rigney made a motion to deny Ordinance O-20-2127, seconded by Councilmember Kelley.

The motion to deny was approved by the following vote:

Ayes: 5 – Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Nays: 1 – Mayor Newton

7b Ordinance O-20-2128

Consideration of an amendment to the PUD-C Planned Unit Development-Commercial district for the Winding Creek development, specifically for hours of operation on Lots 9R and 10R, Block 1, of the Winding Creek Addition, located at 6412 and 6416 Colleyville Boulevard, Case ZC20-012

Denial of Ordinance O-20-2127 negated this ordinance and no action was taken.

8. RESOLUTION(S): READING AND PUBLIC HEARING

8a Resolution R-21-4574

Consideration of a request to abandon a previously dedicated right-of-way (ROW) area on Lots 1 & 2, Block 1, Neidholt Addition and Lot 2X, Block E, Old Grove Addition, located at 103 & 105 John McCain Road and 7189 Cast Iron Forest Trail, Case GC20-007

Mayor Newton read Resolution R-21-4574 in its entirety.

Community Development Director Ben Bryner presented this item which is a request from Toll Brothers Land Development, for a Right-of-Way abandonment at 103 and 105 Old Grove and 7189 Cast Iron Forest. This is a 15-foot right-of-way area dedicated with the plat and dedicated to the City.

Matt Maley, representing the applicant, stated the request if for the City to abandon the right-of-way as there are no improvements and is not listed on the appraisal district records.

Mayor Newton asked Mr. Maley why the City would give him the property. Art Anderson, also representing the applicant, stated they had been focusing on the drainage of the property and had not paid attention to the need to address the right-of-way.

Mayor Newton recessed the City Council meeting to convene in Executive Session at 9:42 p.m. Mayor Newton reconvened the City Council Meeting at 9:53 p.m.

Mayor Newton stated the City is not in a position to act on this request and directed the applicant to work through the process with staff starting at the City Manager. Specifically, Mayor Newton stated the City right of way has to be dealt with before the land can be replatted.

Mayor Newton opened the public hearing at 10:00 p.m. There was no one present wishing to speak and the public hearing was closed at 10:01 p.m.

Mayor Newton made a motion to table Resolution R-21-4574 to a date certain of February 16, 2021, seconded by Councilmember Kelley.

The motion to table was approved by the following vote:

Ayes: 6 – Mayor Newton, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

8b Resolution R-21-4575

Consideration of a Replat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, being Lots 1 & 2, Block 1, Neidholt Addition and Lot 2X, Block E, Old Grove Addition, located at 103 & 105 John McCain Road and 7189 Cast Iron Forest Trail, Case PC20-006

Mayor Newton read Resolution R-21-4575 in its entirety.

Mayor Newton stated based on the previous action of Resolution R-21-4574, this item should also be tabled. City Attorney Whitt Wyatt noted this is a threshold issue and must be discussed with staff and be in compliance with the Land Development Code.

Following discussion with staff and the representatives of Toll Brothers, the applicants agreed to table the item until the February 16th City Council meeting.

Mayor Newton opened the public hearing at 10:17 p.m. There was no one present wishing to speak and the public hearing was closed at 10:17 p.m.

Mayor Newton made a motion to table Resolution R-21-4575 to a date certain of February 16, 2021, seconded by Councilmember Dodson.

The motion to table was approved by the following vote:

Ayes: 6 – Mayor Newton, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

8c Resolution R-21-4576

A resolution changing the March, October, and November 2021 City Council meetings dates

Mayor Newton read Resolution R-21-4576 in its entirety.

City Secretary Christine Loven, reviewed dates of possible conflict with scheduled 2021 City Council Meetings.

City Council chose to change the dates of the second meeting in March to March 23, 2021; the first meeting in October to October 4; and the first meeting in November to November 3; to avoid conflicts with GCISD Spring Break, National Night Out, and Election Day respectively.

Mayor Newton opened the public hearing at 10:27 p.m. There was no one present wishing to speak and the public hearing was closed at 10:27 p.m.

Councilmember Wheat made a motion to approve Resolution R-21-4576, seconded by Councilmember Nakamura.

The motion to approve passed with the following vote:

Ayes: 6 – Mayor Newton, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

9. CITIZEN COMMENTS

There was no one present wishing to speak.

10. REPORTS

Colleyville Library Board Minutes - October 12, 2020

Planning and Zoning Commission Minutes - October 26, 2020

Planning and Zoning Commission Minutes - November 9, 2020

Planning and Zoning Commission Minutes - November 23, 2020

There was no action taken.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, JANUARY 5, 2021 - READING AND PUBLIC HEARING - RESOLUTION R-21-4577

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the meeting without objection by the City Council at 10:28 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 19TH DAY OF JANUARY 2021.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



City of Colleyville City Council Minutes - Draft

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
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Tuesday, January 19, 2021

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, January 19, 2021, at 5:30 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

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 Ray Silva-Reyes, Colleyville Center Manager Leslie Hill, Community Relations/Event Specialist Ronni Orr, Management Intern Dakari Hill, IT/Video staff members: Sean Koval, Jesse Franks, JP Alonso, Reina Contreras, and Martikko Mercado, City Attorney Whitt Wyatt, and City Secretary Christine Loven.

WS-1 C-POP program wrap up

Community Relations/Event Specialist Ronni Orr presented this item and shared snippets of videos from the CPOP Program, and recognized the video department members for their exceptional work: Sean Koval, Jesse Franks, JP Alonso, Reina Contreras, and Martikko Mercado.

Specialist Orr stated the CPOP (Colleyville Professional One-minute Promos) program was utilized by 43 businesses and required over 127 hours of filming and 145 hours of editing. The Mayor and City Council applauded everyone's efforts saying it was an absolutely fantastic presentation and program.

WS-2 Presentation of business survey results and economic development program updates

Assistant City Manager Adrienne Lothery provided a summary of work which has been conducted in an effort to assist Colleyville businesses since the beginning of the pandemic in February 2020. Manager Lothery stated Colleyville Center Manager Leslie Hill had expressed an interest to work with Economic Development and she and Intern Dakari Hill have put a lot of effort into personally meeting face to face with every Colleyville business (399) to obtain their feedback and try to determine how the City could best assist them during this time.

Manager Hill provided a presentation on the results of the Business Survey which was primarily designed by Intern Hill. The entire survey was ten questions asking what affect the pandemic had on the business, the type of business, how hours of

operation, processes, customer traffic, operations, and staffing have changed, and how the City could assist the business.

Mayor Newton stated the survey data is validated by the respondents and this personal touch of contacting each City is very impressive. Mayor Newton stated the gift card programs were especially beneficial to the restaurant business category since that category of business represents 15% of the total businesses in Colleyville, but they received 54% of the total gift cards redeemed. The City Council thanked the staff for their efforts.

WS-3 Discussion of parking regulations for recreational vehicles & commercial vehicles

Community Development Director Ben Bryner presented this item. He reviewed the previous direction received from City Council and confirmed the changes to Chapter 3, Section 3.28 – Supplementary District Regulations of the Land Development Code specific to parking and storage of vehicles to include Recreation Vehicles, commercial vehicles, and junked/ abandoned vehicles. The changes include exemptions to certain regulations for larger lots, commercial vehicles required behind front yard setbacks, parking and storage of recreational vehicles, and vehicles in general.

Mayor Newton thanked the City Council and staff for being insightful and doing what is best for all residents. Staff was directed to provide a review to the Planning and Zoning Commission and bring the ordinance forward at a future City Council Meeting.

WS-4 Discussion of the January 19, 2021, City Council regular agenda items

There was no discussion under this item.

Mayor Newton adjourned the Worksession at 6:13 p.m. and called the Executive Session to order at 6:13 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

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

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including Glade Road eminent domain case for Parcel 150

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including Acquisition of real property along SH26

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 Newton adjourned the Executive Session at 7:18 p.m.

Mayor Newton called the regular meeting of the City Council to order at 7:33 and called the roll.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

INVOCATION: Jeff Strickland, Journey Church

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-21-4578

Mayor Newton read Resolution R-21-4578 in its entirety.

Assistant City Manager Adrienne Lothery presented this item. She began by reviewing the spring and Christmas gift card programs and the benefit the programs have provided to the Colleyville business community and residents. Manager Lothery presented a Cupid Cash gift card program which would be another \$35 gift card, used during February and mid March, but would also include distribution to teachers of GCISD public schools in Colleyville and private schools in Colleyville, mutual aid first responders, and hospital workers in Colleyville and hospitals where the City provides transports.

Councilmember Nakamura asked Manager Lothery to explain where the funding for these programs are provided. Manager Lothery stated the funding is from the

City's share of the Tax Increment Finance District because the TIF was created for economic development.

Mayor Newton reviewed the results of the business survey which was presented in the worksession earlier and noted over the last year; more than \$1 million has gone into the Colleyville business community through programs such as these. Mayor Newton thanked the Council and staff for the continuous work to help the City and thanked Dakari Hill, Intern, for taking the time to make personal contact with all of our businesses, Leslie Hill, Colleyville Center Manager, for her assistance and the assistance of her staff. Mayor Newton reiterated Colleyville is very blessed in all aspects.

Mayor Newton opened the public hearing at 7:49 p.m. There was no one wishing to speak and the public hearing was closed at 7:49 p.m.

Councilmember Rigney made a motion to approve Resolution R-21-4578, seconded by Councilmember Kelley.

The motion to approve passed by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

The Mayor and Councilmembers made the following announcements:

COVID Update: I (Mayor) continue to record weekly video messages updating the public on the pandemic and vaccine distribution. The recording can be found at <https://www.colleyville.com/colleyville/coronavirus>.

Currently, we have about 601 active positive cases in Colleyville. The adult ICU utilization percentage remains at 97% - which is high. About 84% of the total Tarrant County hospital beds are now in use, leaving 16% available, based on the hospitalization graph on the Tarrant County website. (refer to web site). COVID patients are utilizing approximately 30% of all hospital beds in the county. Ventilators availability remains stable at 55%. Unfortunately, we have had another death in Colleyville. Our total is now 5. Daily case counts continue to be high.

COVID-19 Vaccine Update – the Hurst Convention Center vaccination center is open and operational. Currently, they are providing 1,200 vaccines a day with a goal to increase that process to 2,000 a day by next week. The County has

reported that 300,000 +/- individuals have registered through the online registration process at www.tarrantcounty.com/covidshot.

The County Health Department continues to schedule vaccinations for those registered based on the state's tiered priority system. Currently, vaccination scheduling is open to citizens 65 years of age and over and those with pre-existing conditions. The County is confident that the HUB sites (such as Hurst) will continue to see increased distribution of vaccines through the state. For more information about vaccine distribution, visit the Tarrant County Public Health website link below.

Those who do not qualify under the conditions outlined above may use the link to register. However, those individuals may experience longer wait times until the program opens beyond the current restrictions.

For those that are interested, you can sign up to be a volunteer at the Hurst Conference Center vaccination site through the Tarrant County Medical Reserve Corps by going to the web site www.BeALocalHero.org. Click on the "sign-in/register" button in the middle of the screen. You will need to select either the role Registration or Data Entry at the "NETC Vaccination site" in Hurst and details will be provided. You will have to be an approved volunteer which includes HIPAA training and a background check. All volunteers do receive the vaccination.

Sales Tax Collections Continue Strong Showing – The Texas Comptroller's Office has posted the most recent sales tax allocation information for January, representing all receipts from purchases made in November of this year. This is the also the second collection for FY21.

For the month of November, our sales tax collection came in at 15.2% over the same month in FY20, increasing our YTD growth to 8.5%. In terms of dollars, this represents a total YTD gain of \$91,800 over last year.

Due to our conservative budgeting, we are ahead of our anticipated FY21 collections by \$131,800. This the eighth consecutive month in which Colleyville has posted sales tax gains over the previous year.

Thank you Colleyville residents for shopping in Colleyville.

Colleyville \$35 Gift Card & \$50 Cares Cards Update: Last month, the city mailed a \$35 gift card to each residential property in Colleyville. This gift card was redeemable at Colleyville businesses. In addition to the gift card program, the City provided each of our city's Houses of Worship with 20 - \$50 Colleyville Cares Gift Cards. This \$50 card was intended to provided assistance to those in need this holiday season. Both programs ended December 31. As of

Today, \$241,675 in gift cards have been redeemed. Of that total, 6,015 are \$35 cards (\$210,525) and 623 are \$50 (\$31,150).

As the Mayor pro tem alluded to earlier, the City continues to see an increase in sales tax revenue. However, Colleyville's healthy sales tax revenue has primarily been driven by online sales. Throughout the pandemic, we have seen spending patterns remain the same or increased but the avenue through which dollars have been spent has changed. Because of this shift, some of our brick and mortar retailers and restaurants have struggled. It is for this reason that the City has bolstered economic development efforts over the last year with programs such as the gift cards. The City has spent nearly \$1 million on programs to connect our community's two greatest resources – our citizens and our businesses. We thank our residents for the continued support they have shown our local businesses.

Utility Billing Late Fee Suspension Extended – When COVID-19 hit Tarrant County, Colleyville, like many cities, suspended late fees and disconnects on all utility customers. At the time, this initiative was slated to span from early April to December 31, 2020. As December 31 came and went, it became clear that the debilitating effect the virus has had on our community was going to continue for some time. Thus, our late fee/disconnect policy has been extended 60 days to March 1, 2021.

E-News Provides Weekly News from Colleyville – Staff continues to see strong click rates for our Colleyville E-News. This weekly electronic newsletter has become an excellent communication tool during the pandemic. It also provides construction updates and links to community programs. You can sign up for this free service at Colleyville.com.

SH26 Medians Taking Shape: Traveling along SH26 you notice the large trees and stone formations being installed. This effort is part of the median beautification project awarded last fall. As if this project was not exciting enough, this week we went out for bids on the new tower elements to be located at John McCain, Main Street, and just north of Brown Trail. Stay tuned for more updates as these exceptional beautification efforts take shape.

Glade Road Construction Update: The westbound lane closure has extended from Bedford Road to Bluebonnet Drive as crews continue to install the new 12-inch waterline. The Bedford Road closure remains the same with both northbound and southbound lanes closed from Glade Road to Jo Carol Lane. Detours signs have been set. The Contractor is currently working on the underground stormwater sewer system including the water/wastewater lines. For regular updates of road construction projects via text alert text "ROADS" to 48421.

4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-21-4579

- 4a** Approval of a Construction Services Agreement with FM Utilities, LLC, for the Water Project 10: Apple Valley/Rustic Trail/Bills Lane Project, in an amount not to exceed \$424,644.10, and a contingency amount not to exceed \$30,000.00, and authorizing the City Manager to execute the agreement
- 4b** Consider and adopt the City of Colleyville's broker/dealer list, as required by the Texas Public Funds Investment Act

Mayor Newton read Resolution R-21-4579 in its entirety.

Public Works Director Ray Silva-Reyes presented item 4a

Mayor Pro Tem Bobby Lindamood stated he was surprised how consistent the first three bids were before a big increase. Councilmember Dodson stated he has happy to see the positive references. Mayor Newton stated he was happy to see the project will improve the water system in this area by providing secondary water access ("water loops"). Director Silva-Reyes concurred on all comments.

Finance Director Kyle Lester presented item 4b noting the purpose of this item was to remove Cantor Fitzgerald, L.P. from the broker/dealer list as they are seldom used due to lack of inventory and responsiveness.

Mayor Newton opened the public hearing at 8:12 p.m. There was no one wishing to speak and the public hearing was closed at 8:12 p.m.

Councilmember Wheat made a motion to approve Resolution R-21-4579, seconded by Councilmember Nakamura.

The motion to approve passed by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

5. ITEMS NOT FOR CITY COUNCIL ACTION**5a Monthly Financial Report - December 2020**

Finance Director Kyle Lester reviewed the December 2020 financial report. He noted the General Fund has collected 36% of its budgeted revenue and spent 31% of its budgeted expenditures. Director Lester stated the City has reached the turning point in every fiscal year when property taxes start to hit our accounts, giving the General Fund a surplus that will remain throughout the remaining months. He stated the City surplus of \$1.4 million is slightly lower than the

previous year, due partly to one additional pay period hitting in December. The City received its second collection of the fiscal year from November's sales, and it brought in a large, 15.2% increase. Director Lester said due to conservative budgeting the City is 10.7% ahead of projections.

Director Lester then provided an update of each of the funds, noting all are doing well and with the City's current debt service schedule, all bonded debt is on track to be paid off by FY27.

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

6a Ordinance O-21-2152

Consideration of a Special Use Permit for a Massage Therapy use on Lot 1R1, Block 1, Foster Addition, located at 5200 Colleyville Boulevard, Suite C, Case ZC20-030

Mayor Newton read the caption of Ordinance O-21-5152.

Community Development Director Ben Bryner presented the for a Special Use Permit (SUP) to allow for a Massage Therapy use at 5200 Colleyville Boulevard, Suite C., which is located in the CC-1 Village Retail district where Massage Therapy is allowed with the approval of an SUP.

Councilmember Dodson asked Director Bryner if this is a tax revenue generating business. Director Bryner responded he was not sure if massage businesses collect sales tax.

Mayor Newton asked the applicant Zhongying Zhu, to come forward to answer questions. Mayor Newton stated the reason for this SUP request is because the business has changed ownership. He asked Ms. Zhu who owns the business now. Through an interpreter, Ms. Zhu stated she does. Mayor Newton asked from whom she purchased the business. Ms. Zhu could not provide the previous owner's name. Mayor Newton stated he and the City Council have further questions, but asked Ms. Zhu if the questions could be provided in writing so she could provide written answers. He noted if she agreed, he would like to table this item and bring it back at a later date after the questions have been provided and answered. Ms. Zhu agreed.

Mayor Newton made a motion to table Ordinance O-21-2152, seconded by Councilmember Dodson.

The motion to table was approved by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

6b Ordinance O-21-2153

Request to appeal the decision by the Planning and Zoning Commission regarding the consideration of a Special Use Permit for an Accessory Building to encroach into the required street side yard setback on Lot 2, Block 3R, Woodbriar Estates West Addition, located at 111 W. Greenbriar Lane, Case ZC20-031

Mayor Newton read the caption of Ordinance O-21-2153.

Community Development Director Ben Bryner presented this item which is for a Special Use Permit for an accessory building to encroach into the required 30-foot street side yard on a corner lot. Director Bryner explained the property has an existing single family home and three small accessory buildings. The applicant wishes to remove the three buildings and construct a 352 s.f. storage building in their place. The new building is proposed to be located in the 30-foot street side yard for a corner lot. Director Bryner noted there have been no changes since this item was presented at the January 5, 2021 City Council Meeting.

Mayor Newton stated his assessment of the request is the building could be placed somewhere else on the property and an SUP would not be required. He also noted the location of the fence will cause difficulties in the future.

The applicant, Jonathan Grubbs, 111 W. Greenbriar Lane, reiterated his desire for the use of the property and location of the building and stated he did not expect the fence to have to be replaced anytime soon and will keep it properly maintained. Mr. Grubbs asked the Mayor to indicate where the setback is located. Mayor Newton indicated the setbacks on the exhibit.

Robert Grubbs, 3961 Washburn, spoke regarding his son's property and their plans to enhance the corner lot look by upgrading the building and landscape. He also provided enhanced drawings of his concept.

Mayor Newton opened the public hearing at 8:50 p.m. There was no one wishing to speak and the public hearing was closed at 8:50 p.m.

Councilmember Dodson made a motion to deny Ordinance O-21-2153, seconded by Councilmember Nakamura.

The motion to deny passed by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

7. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**7a Ordinance O-21-2154**

Consideration of a zoning change from AG Agricultural district to R-40 Single Family Residential district on Lot 1, Block 1, Yaffa Addition, located at 608 Shelton Drive, Case ZC20-033

Mayor Newton read the caption of Ordinance O-21-2154.

Community Development Director Ben Bryner presented this item stating this is a request for a zoning change from AG Agricultural district to the R-40 Single-Family Residential district to allow for the construction of a new home and there are no new lots proposed. He noted the current size of the property does not comply with all the minimum standards of the R-40 Single-Family Residential district zoning as the lot width of the property falls below the minimum lot size of 40,000 s.f. He stated the deficiency will be incorporated into the rezoning of the property and the applicant would have 60 days to remove the old home once the new home is constructed.

Mayor Newton stated he agrees the R-40 zoning is appropriate.

Councilmember Dodson asked how the requirement of removal of the old house would be noticed. Director Bryner stated it will be noted on the permit and City Manager Jerry Ducay stated it is part of the certificate of occupancy.

Mayor Newton opened the public hearing at 8:56 p.m. There was no one wishing to speak and the public hearing was closed at 8:56 p.m.

This was a first reading; therefore, City Council did not taken any action.

8. RESOLUTION(S): READING AND PUBLIC HEARING**8a Resolution R-21-4580**

Approval of a resolution calling a General Election for the purpose of electing City Councilmembers to Place 5 and Place 6, and authorizing a joint election agreement and contract for election services with Tarrant County Elections Administration

Mayor Newton read Resolution R-21-4580 in its entirety.

Mayor Newton asked City Secretary Christine Loven if someone other than the Tarrant County Elections Administrator could appoint the early voting clerks. Secretary Loven stated she believes it is a part of the contract for joint elections, and while the contract could possibly be amended, she did not feel there would be time to hire others before the general election.

There was general discussion regarding voting regulations, vote centers, and the latitude of the City in how the general election is conducted. There will be future discussion regarding the conduct of elections and the processes involved.

Mayor Newton opened the public hearing at 9:12 p.m. There was no one wishing to speak and the public hearing was closed at 9:12 p.m.

Councilmember Dodson made a motion to approve Resolution R-21-4580, seconded by Councilmember Wheat.

The motion to approve passed by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

9. CITIZEN COMMENTS

Stephany Bufe, 1080 FM 1655, Alvord, representing her mother, Winnell Adair, 901 John McCain Road, discussed a challenge Mrs. Adair was having with obtaining a gate permit, challenges with neighboring property owners, and drainage. Ms. Bufe noted she and her mother are working with the Corp of Engineers in an attempt to settle concerns with a shared pond and drainage.

The City Manager will assist with obtaining the gate permit.

10. REPORTS

Parks and Recreation Advisory Minutes - September 14, 2020

There was no action taken on this item.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, JANUARY 19, 2021 - READING AND PUBLIC HEARING - RESOLUTION R-21-4581

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the meeting without objection by the City Council at 9:38 p.m.

City Council Minutes - DRAFT January 19, 2021
APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 2ND DAY OF FEBRUARY 2021.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4c

Agenda Date 2/2/2021

Number Resolution R-21-4583

Type Resolution

Department Parks and Recreation

Title

Approval of the proposal by PTI Sports & Recreation Construction, an approved vendor through the BuyBoard purchasing program, in an amount not to exceed \$149,000.00, for the installation of four pickleball courts at City Park, and authorizing the City Manager to execute the documents

Strategic Plan

2.4 Demonstrate stewardship of public resources

5.3 Provide attractive facilities for leisure and recreation

Explanation

Reading and Public Hearing

This item seeks approval to accept a proposal by PTI Sports & Recreation Construction, an approved vendor through the BuyBoard purchasing program, for installation of four pickleball courts. In September 2019, City Council approved staff's request to relocate one of the two sand volleyball pits at City Park, which were adjacent to Tennis Court 6. This approval was in response to concerns regarding sand often being blown onto the tennis court. The relocation was completed by Public Works, who also added French drains to help with drainage. At the April 21, 2020 City Council Worksession, City Council directed staff to move forward with planning to install pickle ball courts in the area where the former volleyball court was located.

Staff spoke with consultants, received proposals, and reviewed all purchasing options for the pickleball courts. Based on an established reputation and favorable pricing, staff recommends accepting the attached proposal in the amount of \$146,213, which has been reviewed by the City Attorney and approve contingency funds not to exceed \$2,787. If approved, the City will perform some leveling work of the earth. PTI will provide turnkey construction with surfacing and striping of four pickleball courts, installation of fencing in the same style and layout as existing tennis courts, windscreen, and 6' netting between the courts with top rail. It is anticipated the work could begin in February and be complete in April.

Financial Impact

Funding has been approved in the FY21 Parks Tomorrow Fund.

Recommendation

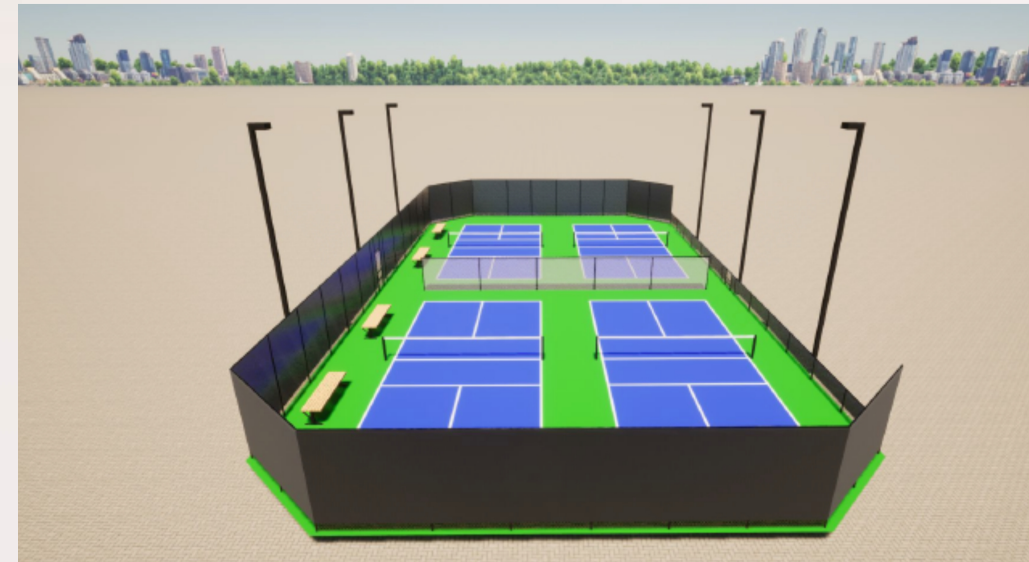
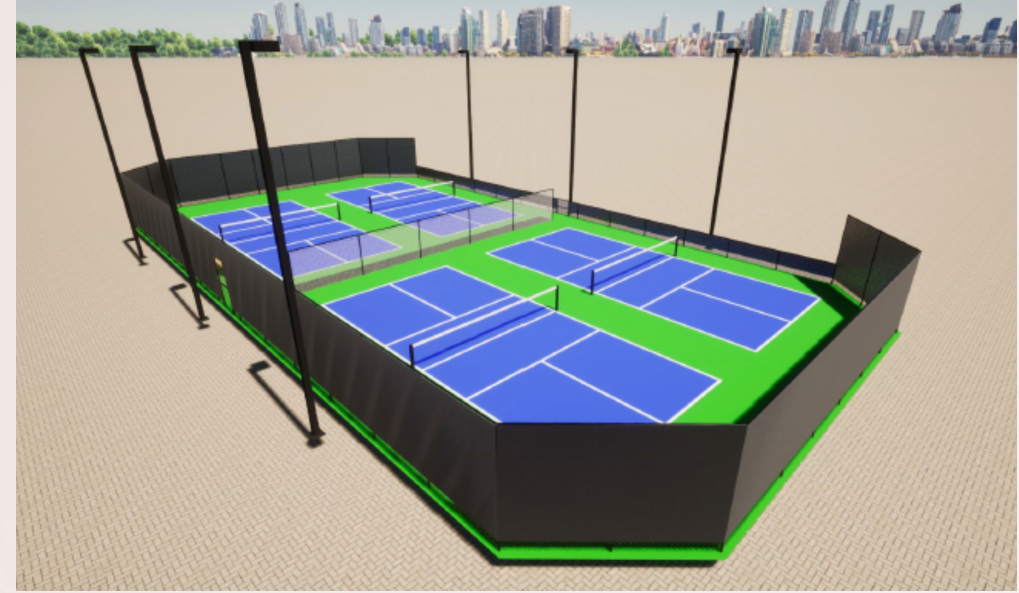
Approve

Attachments

1. Pickleball Courts presentation
2. City of Colleyville Pickleball Courts
3. Pickleball Court Proposal - PTI Sports & Recreation Construction

4c. Pickleball Courts

- PTI Sports & Recreation Construction
- Approved vendor through BuyBoard purchasing program
- 5 inch thick post-tensioned concrete
- Courts to be facing north & south
- Colors and fencing to match the tennis courts
- 6 ft. netting in the middle to break the north and south courts and capture any loose balls
- CIP budget amount: \$200,000
- Parks Tomorrow Fund
- Project Cost: \$146,213

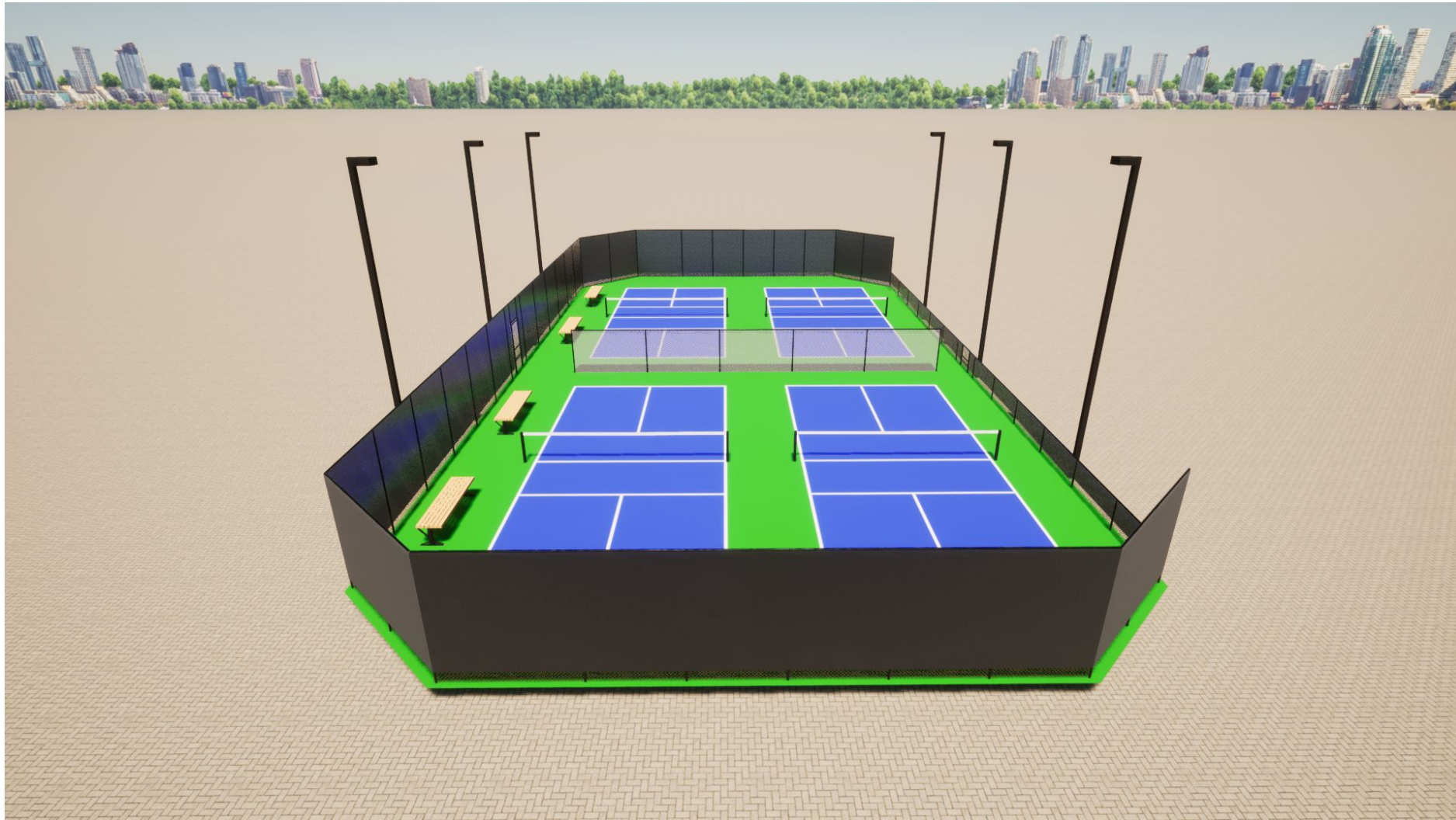




Pickleball Court Layout

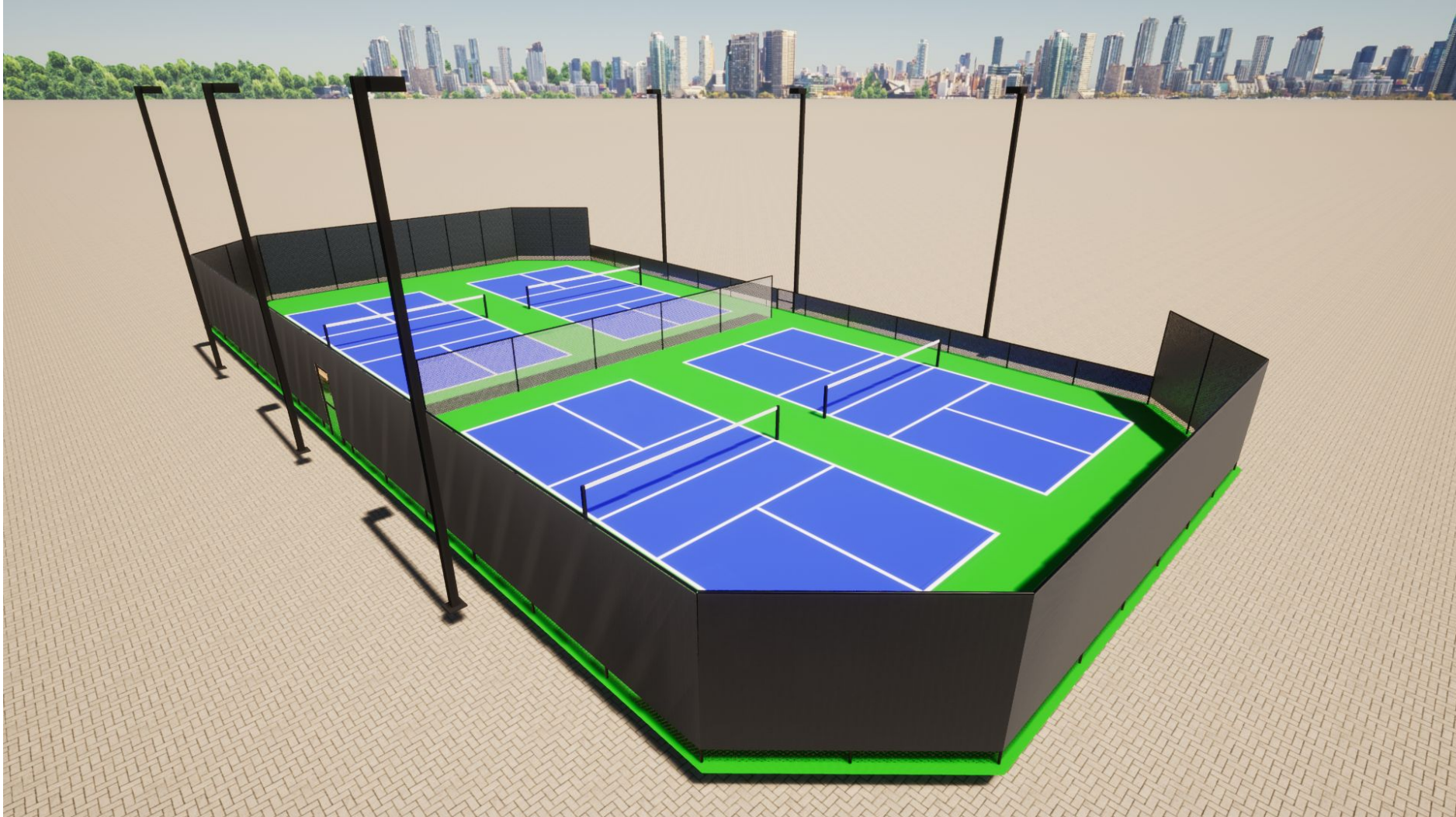
Glenn Jewell
Glenn@ptiexperts.com
971-599-9020

Pickleball Court



©PTI Sports & Recreation Construction 2019

Pickleball Court

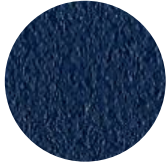


©PTI Sports & Recreation Construction 2019

How We Surface



Color Options



4SB STADIUM BLUE



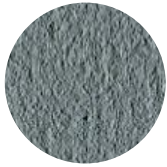
#1 GRASS GREEN



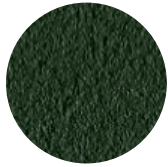
#2 RED



12 SAND DUNE



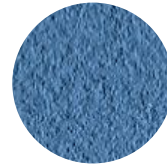
#6 GREY



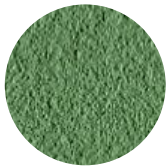
#9 NOVA GREEN



#10 BURGUNDY



#4 BLUE



#11 CLASSIC GREEN



#3 TERRA COTTA



#7 BROWN
Field mix



248 Woodsy Hollow, Goodrich, TX 77335
936-756-7529, www.pti.construction

Proposal

Date	Proposal No.
1/24/2021	47129

Name/Address
City of Colleyville Lisa Escobedo 100 Main St. Colleyville, TX 76034

Ship To
City of Colleyville City Park 5201 Bransford Rd Colleyville, TX 76034

Description	Total
Turnkey Pickleball Court Construction with Surfacing and Striping- 4 Pickleball Courts Scope of Work: -5 inch thick post-tensioned concrete -2 layers of poly -Perimeter Beam -Acid etch concrete to neutralize lime -Apply 1 coat of NovaSurface acrylic resurfacer coating to inner and outer courts. -Apply 2 coats of NovaSports combination surface coating to inner and outer courts. -Apply Seal-A-Line and stripe courts with NovaTex in accordance with rules and regulations. -Slab to be 63' wide to allow room for benches -Clean up work site Color Options: Stadium Blue, Grass Green, Red, Sand Dune, Grey, Nova Green, Burgundy, Blue, Classic Green, Terra Cotta, Brown	117,625.00
Fencing: 10' fencing on 63' sides and one of the 120' sides with 3' fencing on the remaining 120' sides in the same style and layout as existing tennis courts -Includes installation -Includes windscreen -Includes 6' netting between the courts with top rail	24,588.00
	Total

ACCEPTANCE: The undersigned ("Purchaser") by execution hereof accepts this document and all of its form and conditions contained herein as a binding contract. Responsibility for payment of this invoice is guaranteed by customer named above. Customer agrees to pay interest of 10% per annum of this invoice if it is not paid within stated terms, plus all costs of collection.

Signature

*HUB*TIPS*BuyBoard*Region 7 *CMBL*Epic 6*Good Buy*Choice Partners*Region 18*



248 Woodsy Hollow, Goodrich, TX 77335
936-756-7529, www.pti.construction

Proposal

Date	Proposal No.
1/24/2021	47129

Name/Address
City of Colleyville Lisa Escobedo 100 Main St. Colleyville, TX 76034

Ship To
City of Colleyville City Park 5201 Bransford Rd Colleyville, TX 76034

Description	Total
Notes: Move and repave sidewalk that will overlap with where the pickleball courts will go. Sidewalk will be in the same width and style as existing. This will entail demoing the places where it overlaps and repaving a new sidewalk to tie into the existing concrete sidewalk once it's cleared the new pickleball courts. Excludes: -All state and local sales taxes, bonds, permits, fees or licenses -Contingencies -Insurance above standard policy limits -Engineering -Drainage above initial bid -Seeding or Sodding -Any site work or land leveling above initial bid -Any testing or special inspections -Any allowances -Any item not listed in inclusions above -Due to fluctuating materials costs, quote is valid for 30 days. Thank you for the opportunity to submit this proposal, please let me know if you have any questions.	4,000.00
Here at PTI, everything we put together starts with "safety" for the students and we build from there. We take pride in our ability to install, service, inspect, and repair. We want to be your partner now and in the future.	Total \$146,213.00

ACCEPTANCE: The undersigned ("Purchaser") by execution hereof accepts this document and all of its form and conditions contained herein as a binding contract. Responsibility for payment of this invoice is guaranteed by customer named above. Customer agrees to pay interest of 10% per annum of this invoice if it is not paid within stated terms, plus all costs of collection.

Signature _____

*HUB*TIPS*BuyBoard*Region 7 *CMBL*Epic 6*Good Buy*Choice Partners*Region 18*



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 5a

Agenda Date 2/2/2021

Number Ordinance O-21-2154

Type Ordinance

Department Community Development

Title

Consideration of a zoning change from AG Agricultural district to R-40 Single Family Residential district on Lot 1, Block 1, Yaffa Addition, located at 608 Shelton Drive, Case ZC20-033

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Second Reading and Public Hearing

The homeowner and builders were present to answer questions. No one else was present to speak on the request.

First Reading and Public Hearing

Brian Demma, the applicant, has submitted a request for a zoning change on Lot 1, Block 1, Yaffa Addition, being approximately 0.7496 acres, and zoned AG Agricultural district. The purpose is to rezone from the AG Agricultural district to the R-40 Single-Family Residential district to allow for the construction of a new home. There are no new lots proposed.

Existing Conditions/Background: The subject property, 608 Shelton Drive, resides on the north side of Shelton Drive west of the intersection with Hunter Lane. The subject property has AG zoning and is currently developed with a single family home and an accessory building.

Proposed Zoning:

Request – The applicant requests to rezone the property from AG to R-40 zoning. The applicant desires to keep the existing home until construction on a new house is complete. The minimum standards for the R-40 zoning district are as follows:

Minimum Lot Size	40,000 square feet	32,653 s.f.
Minimum Lot Width	150 feet	156.90 feet
Minimum Lot Depth	150 feet	Approx. 207 feet

Front Building Line	40 feet
Side Building Line	15 feet
Rear Building Line	25 feet
Max. Lot Coverage	20%
Max. Impervious Coverage	50%

Analysis: The applicant is requesting the zoning change to allow for the construction of a new single family home. The current size of the property does not comply with all the minimum standards of the R-40 Single-Family Residential district zoning. The lot width of the property falls below the minimum lot size of 40,000 s.f. with it being 32,653 s.f. and a recognition of the deficiency will be incorporated into the rezoning of the property. It meets the other required dimensional requirements.

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

DRC Review: The DRC reviewed the request during their December 21, 2020 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-40 Single-Family Residential zoning and improved with single-family residences. The property to the east is zoned R-20 Single-Family Residential zoning and improved with a single-family residence. The surrounding lots have developed with single family residences.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for single-family residential development. The proposed R-40 zoning 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 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.

Staff Recommendation: Staff recommends approval of the request. The proposed zoning meets the intent of the residential designation assigned in the *Destination Colleyville* comprehensive plan.

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval of the request at their January 11, 2021 meeting by a vote of 7-0.

Financial Impact

There is no fiscal impact to the City of Colleyville for this item.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Survey of Property
5. Site Plan
6. Notification Map
7. Notification List
8. Property Owner Notification Letter
9. Ordinance O-21-2154

Aerial Map

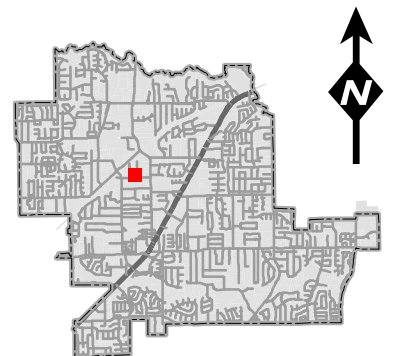


ZC20-033
608 Shelton Drive

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



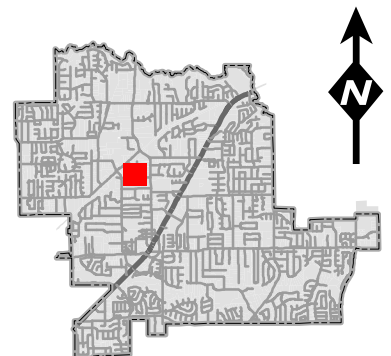
Zoning Map



ZC20-033
608 Shelton Drive

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 Subject Property



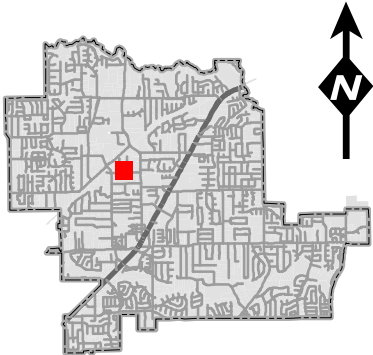
Future Land Use Map



DISCLAIMER:
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ZC20-033 608 Shelton Drive

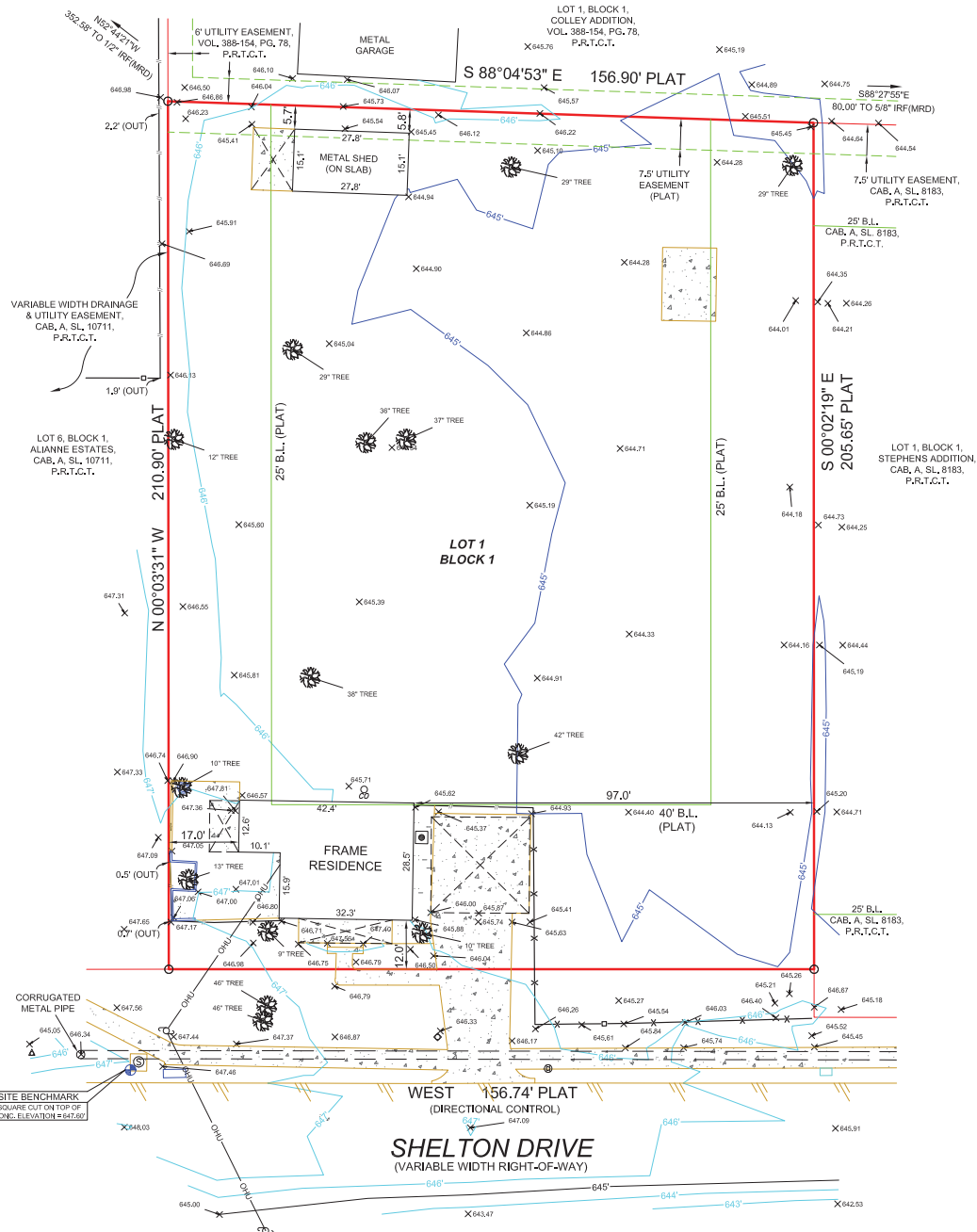
-  Subject Property
-  Residential
-  Institutional
-  Open Space; Parks



Survey of Property

LEGAL DESCRIPTION

Being Lot 1, Block 1, of Yaffa Addition, an Addition to the City of Colleyville, Tarrant County, Texas, according to the Plat thereof, recorded in Instrument No. D214055478, Plat Records, Tarrant County, Texas.



NOTE: All 1/2 IRS are 1/2-inch iron rods with yellow plastic caps stamped "RPLS 5310".
MRD = Monument of Record Dignity

LEGEND

1/2" IR FOUND	X FOUND	TELE. BOX	UTILITY POLE	OVERHEAD UTILITY LINE	BRICK RET. WALL	CONCRETE
1/2" IR SET	X SET	CABLE BOX	WATER METER	OUT WIRE ANCHOR	STONE RET. WALL	GRAVEL
1/2" IR FOUND	BAK. BEAK. M.K.	BOLLARD POST	5/8" WIRE FENCE	IRON FENCE	BRICK	STONE
1/2" IR FOUND	IRIGATION VALVE	BRICK COLUMN	AG. FND	CHAIN LINK FENCE	BOUNDARY	WOOD DECK
1/2" IR FOUND	WATER VALVE	STONE COLUMN	TRANS. BOX	WOOD FENCE	HIGH BANK LINE	BUILDING WALL
1/2" IR FOUND	FIRE HYDRANT	STONE DRAIN M.K.	POOL EQUIP.	ASPHALT	COVERED AREA	TRAIL
1/2" IR FOUND	LIGHT POLE	BAK. BEAK. CO.				

FLOOD

This is to certify that no portion of the subject property shown hereon lies within the 100 Year Flood Hazard Area as shown on the Flood Insurance Rate Map, Community Panel No. 48439C 0095K, dated 09-25-2009. The property is located in Zone "X".

NOTES

- 1) This survey was performed without the benefit of an abstractor, therefore, no search of record easements was performed on subject property.
- 2) All benchmarks, adjacent grade beams and proposed top of beam elevations must be checked and verified by builder. Although great care has been taken to ensure that these grades are correct, it is the liability and responsibility of the builder to verify these elevations prior to construction.

The plat shown hereon is a correct and accurate representation of the property, lines and dimensions as shown hereon, and EXCEPT AS SHOWN, all improvements are located within the boundaries for the purposes indicated. EXCEPT AS SHOWN, there are no other apparent easements, encroachments or prohibitions on the ground.

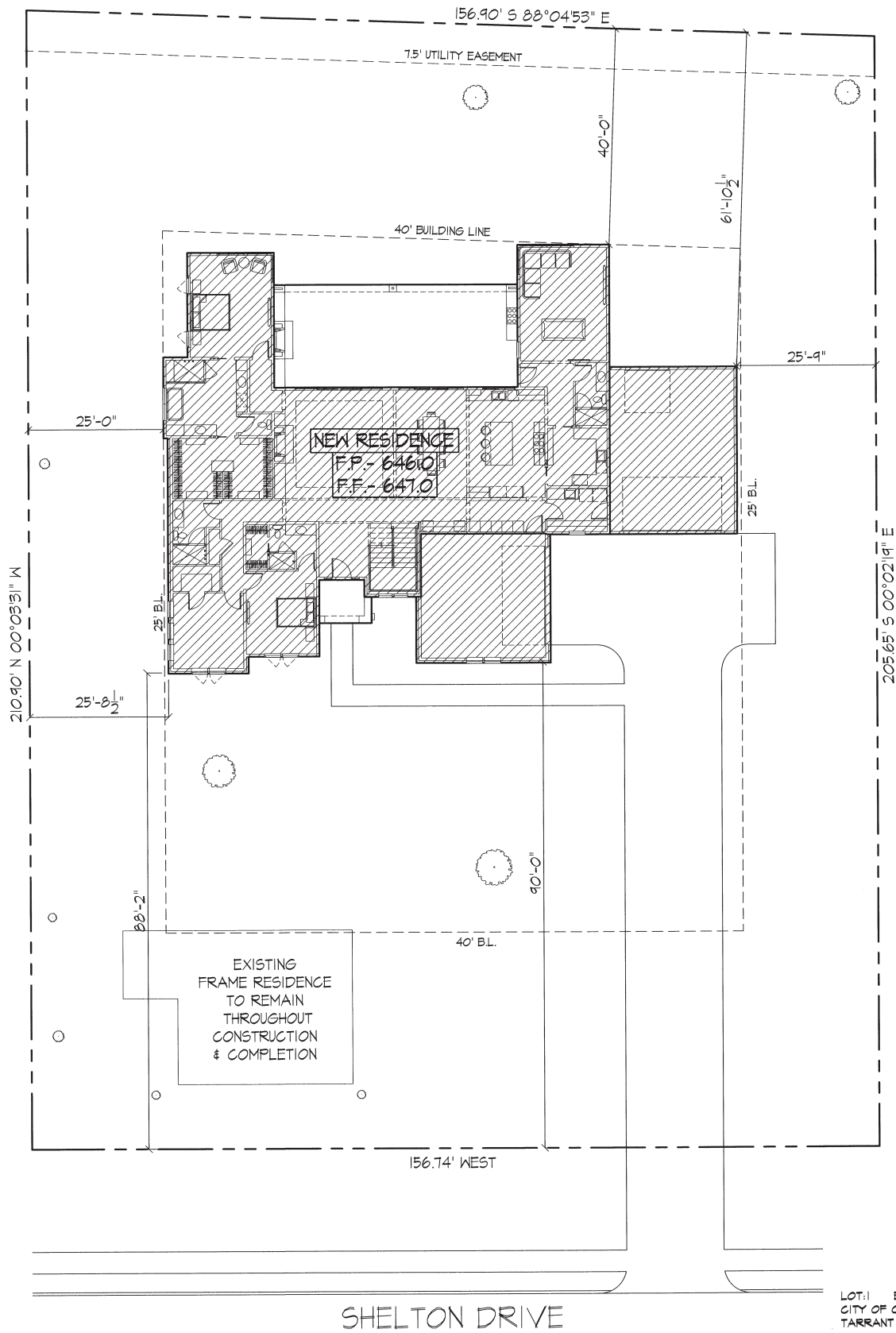
This survey was performed exclusively for the parties shown hereon and is licensed for a single use. This survey remains the property of the Surveyor. Unrecorded notes in not permitted without the expressed written permission of the Surveyor. This survey is an original work protected by United States Copyright law and International treaties. All rights reserved. Do not make legal copies.

John S. Turner
RPLS 5310



A&W SURVEYORS, INC.
Professional Land Surveyors
TEXAS REGISTRATION NO. 100174-00
P.O. BOX 870029, MESQUITE, TX. 75187
PHONE: (972) 681-4975 FAX: (972) 681-4954
WWW.AWSURVEY.COM
DATE: 08-27-2023
DRAWN BY: 079
CHECKED BY: TCS, POLARIS
A professional company operating in your best interest

Site Plan



LOT:1 BLOCK:1
CITY OF COLLEYVILLE
TARRANT COUNTY, TEXAS

SITE PLAN
SCALE: 1"=10'-0"

NORTH

FILE NAME: 2024-SITE010 (11-17-2020) HM

DISTINCTIVE HOMES
608 SHELTON DR. COLLEYVILLE, TEXAS

11.17.2020

JOB #	DATE	BY	CHECKED	DATE	BY	CHECKED	DATE	BY
2024	11/17/2020	HM						
2024	11/17/2020	HM						
2024	11/17/2020	HM						
2024	11/17/2020	HM						

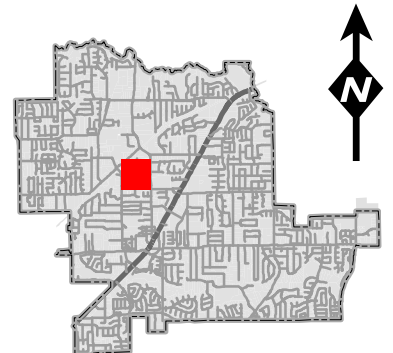
BLAKE ARCHITECTS
1202 S. White Chapel Blvd.
Suite A
Southlake, Texas 76092 • 817-488-9397

SH
SHEET
OF 156 SHEETS

Notification Map



ZC20-033
608 Shelton Drive



DISCLAIMER:
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-  Subject Property
-  500ft Buffer
-  Properties within 500ft

Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
EVANS, MICHELE A	6095 THERESA LN	COLLEYVILLE, TX	76034	6095 THERESA LN
CONGREGATION BETH ISRAEL	PO BOX 397	COLLEYVILLE, TX	76034	6100 PLEASANT RUN RD
IRVING INVESTMENT LTD	PO BOX 2085	COLLEYVILLE, TX	76034	704 SHELTON DR
GABLE, STEPHAN D	705 SHELTON DR	COLLEYVILLE, TX	76034	705 SHELTON DR
IRVING INVESTMENT LTD	PO BOX 2085	COLLEYVILLE, TX	76034	704 SHELTON DR
CAMA, KARL	605 SHELTON DR	COLLEYVILLE, TX	76034	605 SHELTON DR
PINE, JAMES W	5918 HUNTER LN	COLLEYVILLE, TX	76034	5918 HUNTER LN
HUGGINS, CHARLES	700 SHELTON DR	COLLEYVILLE, TX	76034	700 SHELTON DR
VANDERPOOL, JEFFREY	601 SHELTON DR	COLLEYVILLE, TX	76034	601 SHELTON DR
CHANDLER, RYAN	511 SHELTON DR	COLLEYVILLE, TX	76034	511 SHELTON DR
GRAVES, RANDAL	516 SHELTON DR	COLLEYVILLE, TX	76034	516 SHELTON DR
LOVE, KEVIN D	6000 HUNTER LN	COLLEYVILLE, TX	76034	6000 HUNTER LN
ROBARE, LISA	PO BOX 2802	GRAPEVINE, TX	76099	6001 HUNTER LN
CHILDRESS, JOHN	512 BEVERLY DR	COLLEYVILLE, TX	76034	512 BEVERLY DR
HILL, WILLIAM	512 SHELTON DR	COLLEYVILLE, TX	76034	512 SHELTON DR
STEPHENS, BILLY G	612 SHELTON DR	COLLEYVILLE, TX	76034	612 SHELTON DR
NORVILLE, MADELYN E	701 SHELTON DR	COLLEYVILLE, TX	76034	701 SHELTON DR
ALIANNE PARTNERS LP	601 SHELTON DR	COLLEYVILLE, TX	76034	6101 THERESA LN
EBNER, SEAN	6129 THERESA LN	COLLEYVILLE, TX	76034	6129 THERESA LN
MCINTYRE, TREVOR	5917 HUNTER LN	COLLEYVILLE, TX	76034	5917 HUNTER LN
DALEY, WILLIAM	608 SHELTON DR	COLLEYVILLE, TX	76034	608 SHELTON DR
ARMOR CAPITAL LLC	2221 E CONTINENTAL BLVD # 140	SOUTHLAKE, TX	76092	6114 PLEASANT RUN RD
YOUNG, BRADLEY A	6100 HUNTER LN	COLLEYVILLE, TX	76034	6100 HUNTER LN
ELMS, JASON R	801 SHELTON DR	COLLEYVILLE, TX	76034	801 SHELTON DR
EDWARD, TIM A	608 BEVERLY DR	COLLEYVILLE, TX	76034	608 BEVERLY DR
HUDNALL, THOMAS	6114 THERESA LN	COLLEYVILLE, TX	76034	6114 THERESA LN
DAVIS, BOBBY E	704 BEVERLY DR	COLLEYVILLE, TX	76034	704 BEVERLY DR
MOORE, JERRY D	6101 HUNTER LN	COLLEYVILLE, TX	76034	6101 HUNTER LN
JORDAN, JOHN D	6103 HUNTER LN	COLLEYVILLE, TX	76034	6103 HUNTER LN
STACY, MICHAEL	6104 HUNTER LN	COLLEYVILLE, TX	76034	6104 HUNTER LN
CLEFF, DAVID M	612 BEVERLY DR	COLLEYVILLE, TX	76034	612 BEVERLY DR
ALFRED, MICHAEL	6128 THERESA LN	COLLEYVILLE, TX	76034	6128 THERESA LN
GLEASON, JAMES T	600 BEVERLY DR	COLLEYVILLE, TX	76034	600 BEVERLY DR
LOTHROP, WILLIAM D	609 SHELTON DR	COLLEYVILLE, TX	76034	609 SHELTON DR
KERLEE, TWYLA	800 SHELTON DR	COLLEYVILLE, TX	76034	800 SHELTON DR
GIBSON, CLAYTON	6115 THERESA LN	COLLEYVILLE, TX	76034	6115 THERESA LN
SPRINGER, JACK D	6101 THERESA LN	COLLEYVILLE, TX	76034	6101 THERESA LN
FARAGHER, JACK	6005 HUNTER LN	COLLEYVILLE, TX	76034	6005 HUNTER LN
ALIANNE ESTATES	6201 THERESA LANE	COLLEYVILLE, TX	76034	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED
DEMMA, BRIAN	1732 JOHNSON ROAD	KELLER, TX	76248	APPLICANT

Public hearing notices were mailed on December 23, 2020



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, January 11, 2021 at 7:00 p.m.
City Council Meetings: Tuesday, January 19, 2021 & Tuesday, February 2, 2021 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a zoning change from AG Agricultural zoning district to R-40 Single Family Residential zoning district. The purpose is rezone the property from AG Agricultural to R-40 Single Family Residential to allow for the construction of a new home. No new lots are proposed.

Zoning Case: ZC20-033

Applicant: Brian Demma

Owner: William Daley

Location: 608 Shelton Drive

Property Description: Lot 1, Block 1, Yaffa Addition

Present Zoning: AG Agricultural

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

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 Active Development Case map:

<https://www.colleyville.com/government/departments-a-l/community-development/active-development-cases>

For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyst

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

ORDINANCE O-21-2154

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.7496 ACRES, LOT 1, BLOCK 1, IN THE YAFFA ADDITION, LOCATED AT 608 SHELTON DRIVE, FROM THE AG AGRICULTURAL DISTRICT TO THE R-40 SINGLE FAMILY RESIDENTIAL DISTRICT; 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 rezoning of the property from AG Agricultural to R-40 Single Family Residential district for Case No. ZC20-033; 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 change in the zoning from AG Agricultural district to R-40 Single-Family Residential district on 0.7496 acres, being Lot 1, Block 1, of the Yaffa Addition, located at 608 Shelton 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. As depicted in the attached Exhibit "A" and Exhibit "B" and recognizing the lot area being 32,653 square feet.
- 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 19th day of January 2021.

The second reading and public hearing being conducted on the 2nd day of February 2021.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, ON THIS THE
2ND DAY OF FEBRUARY 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

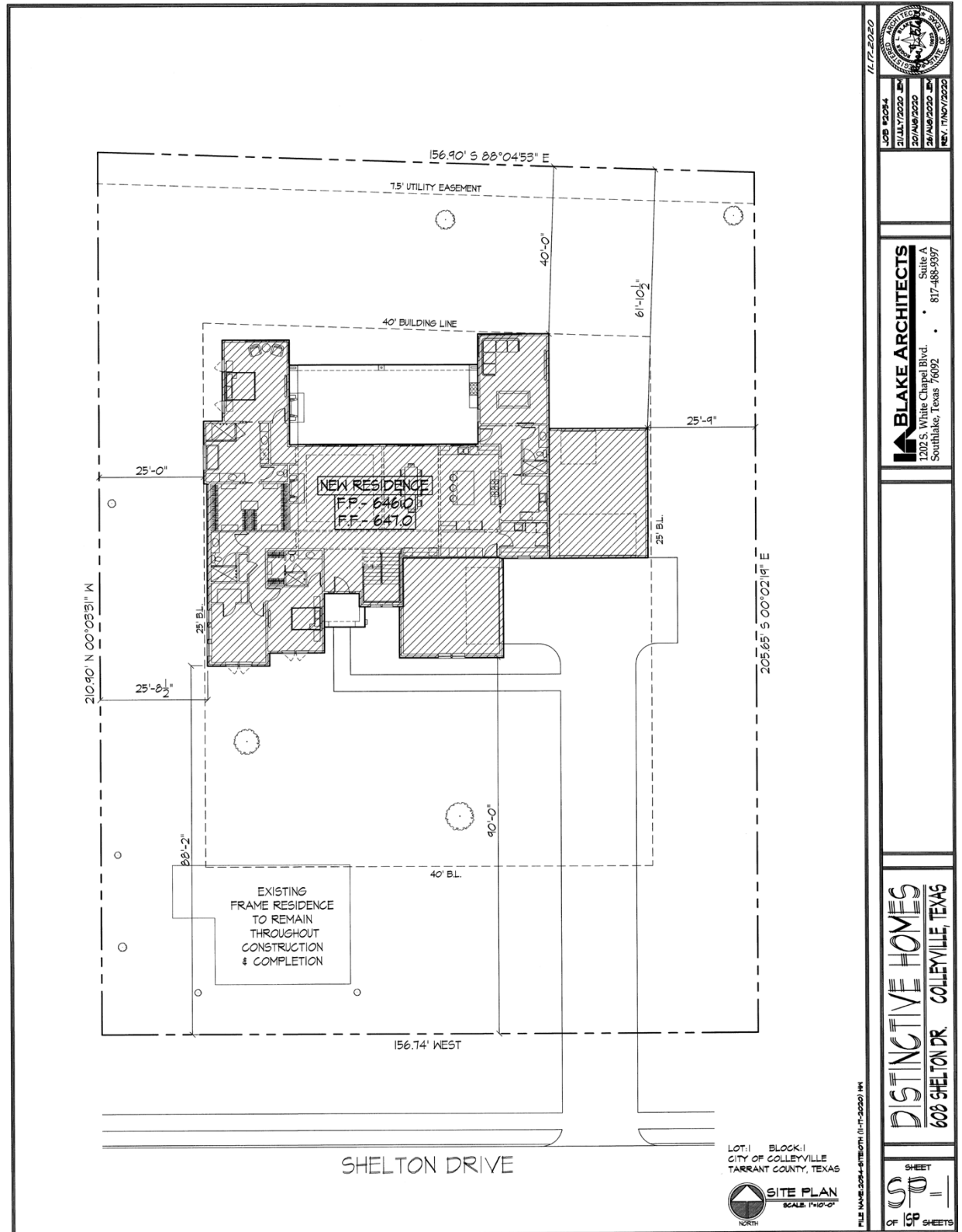
APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A"- Zoning Map



Exhibit “B”- Zoning Exhibit





City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6a

Agenda Date 2/2/2021

Number Ordinance O-21-2155

Type Ordinance

Department Community Development

Title

Consideration of an Amendment to the Planned Unit Development-Commercial zoning district on Lot 1, Block 1, Village Front Door Addition, located at 5204 Colleyville Boulevard, Case ZC20-034

Strategic Plan

4.2 Encourage compatible commercial growth

Explanation

First Reading & Public Hearing

Daniel Kim, the applicant, has submitted a request for an amendment to the existing PUD-C Planned Unit Development – Commercial ordinance for the Village Front Door Addition development, being approximately 0.8576 acres, and zoned PUD-C Planned Unit Development – Commercial. The purpose is to amend the PUD-C's Ordinance in order to allow for and continue the Medical Office/Office type use.

Existing Conditions/Background: The subject property is currently known as the Village Front Door and is developed as a medical office building. It is in close proximity to the Baylor Scott and White Family Medicine location. Retail uses are permitted on properties adjacent to Colleyville Boulevard. The proposed 6,909 s.f. building is requested to continue to be used as medical office.

Proposed Amendment:

Request – The applicant requests to change the PUD Ordinance to allow the existing building to continue to operate as a medical office building. Specifically, the amendment proposes to eliminate the requirement for retail/sales tax type uses.

Analysis: The original PUD-C zoning (2007) allowed for retail and office uses in the building. This was amended in 2010 requiring 100% of the building for retail sales tax uses. In 2011, a request was sought to amend the Village Front Door development's PUD Ordinance allowing for a 100% medical office use. This was contingent on the ownership and operation of Dr. Kim's medical office. Since that time the use of the property was medical office. Recently, the property has changed ownership and the new owner and applicant desires to continue its use as medical office due to its current configuration and buildout. The requested PUD-C amendment will allow the existing building to operate as a medical office building while also allowing in the future, if the

market determines, the use to be retail or other office uses.

Plat Status: The property is platted as Lot 1, Block 1, of the Village Front Door Addition.

DRC Review: The DRC reviewed the request during their December 21, 2020 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 property to the north and west are zoned PUD-C Planned Unit Development - Commercial and are improved with office and medical office uses within the Village and the Village Front Door development. The property to the south is zoned CC-1 Village Retail and is improved as commercial. Property to the east is zoned CC-1 Village Retail is improved with the Central Colleyville Fire Station.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for commercial development and located within the Colleyville Boulevard Corridor. The proposed change to the PUD-C ordinance 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 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.

Staff Recommendation: Staff recommends approval of the requested amendment. The proposed amendment to the existing PUD-C ordinance allowing for the operation of medical office is adjacent to the Baylor Scott and White Family Medicine business and suggests a trend for medical office in this area. If the amended ordinance is approved, it would also allow for retail and general office uses.

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval of the PUD-C amendment at their January 11, 2021 meeting by a vote of 6-1.

Financial Impact

There is no fiscal impact to the City

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Approved PUD-C Ordinances
6. Notification Map
7. Notification List
8. Property Owner Notification Letter
9. Ordinance O-21-2155

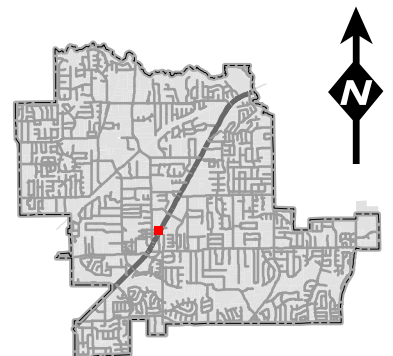
Aerial Map



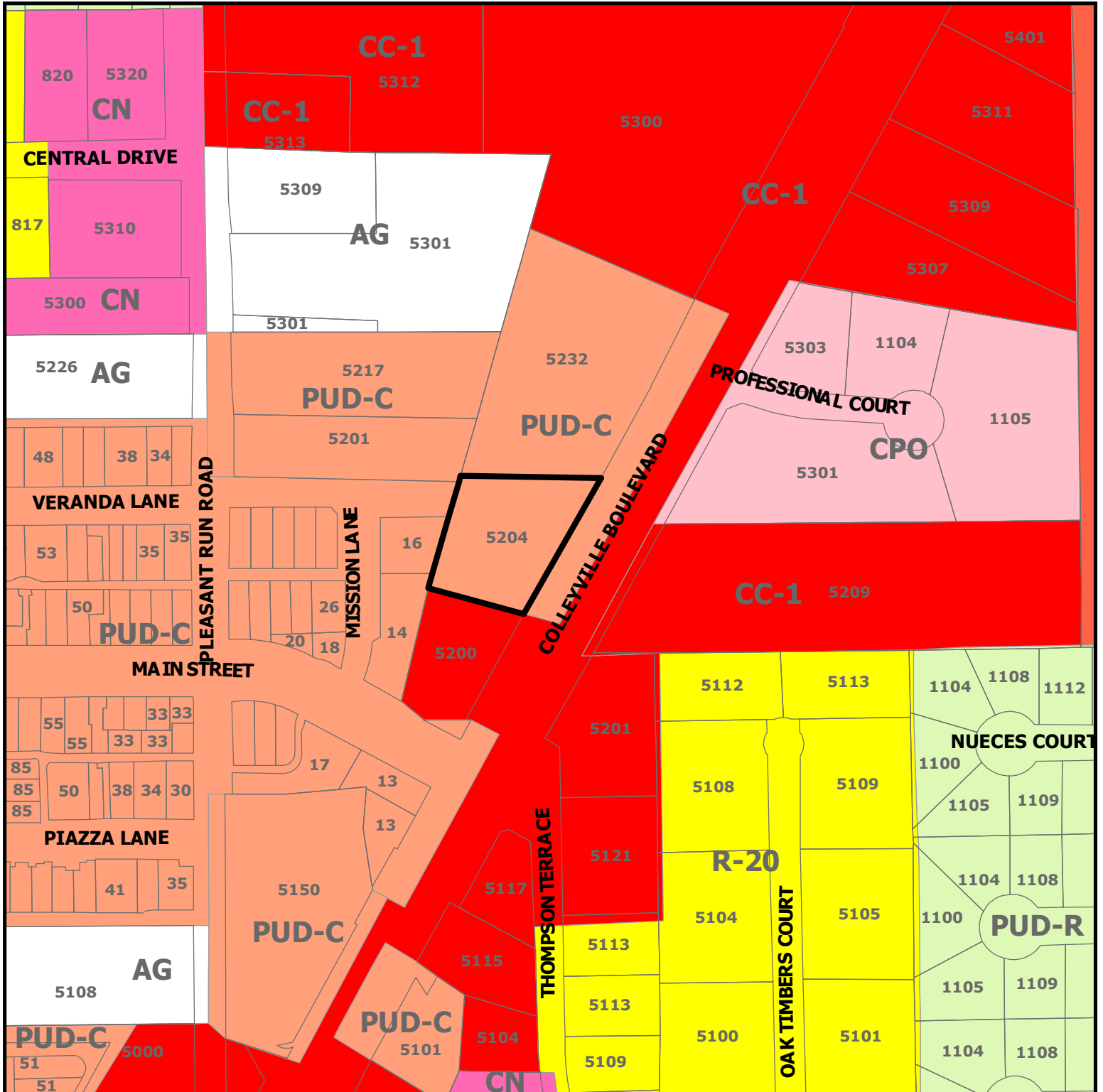
ZC20-034
5204 Colleyville Blvd

DISCLAIMER:
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 Subject Property



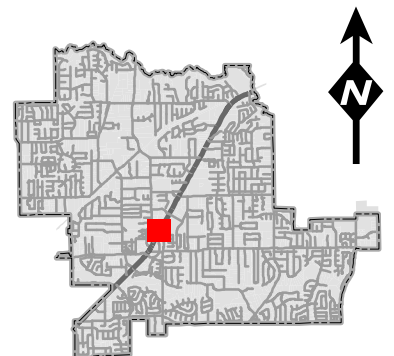
Zoning Map



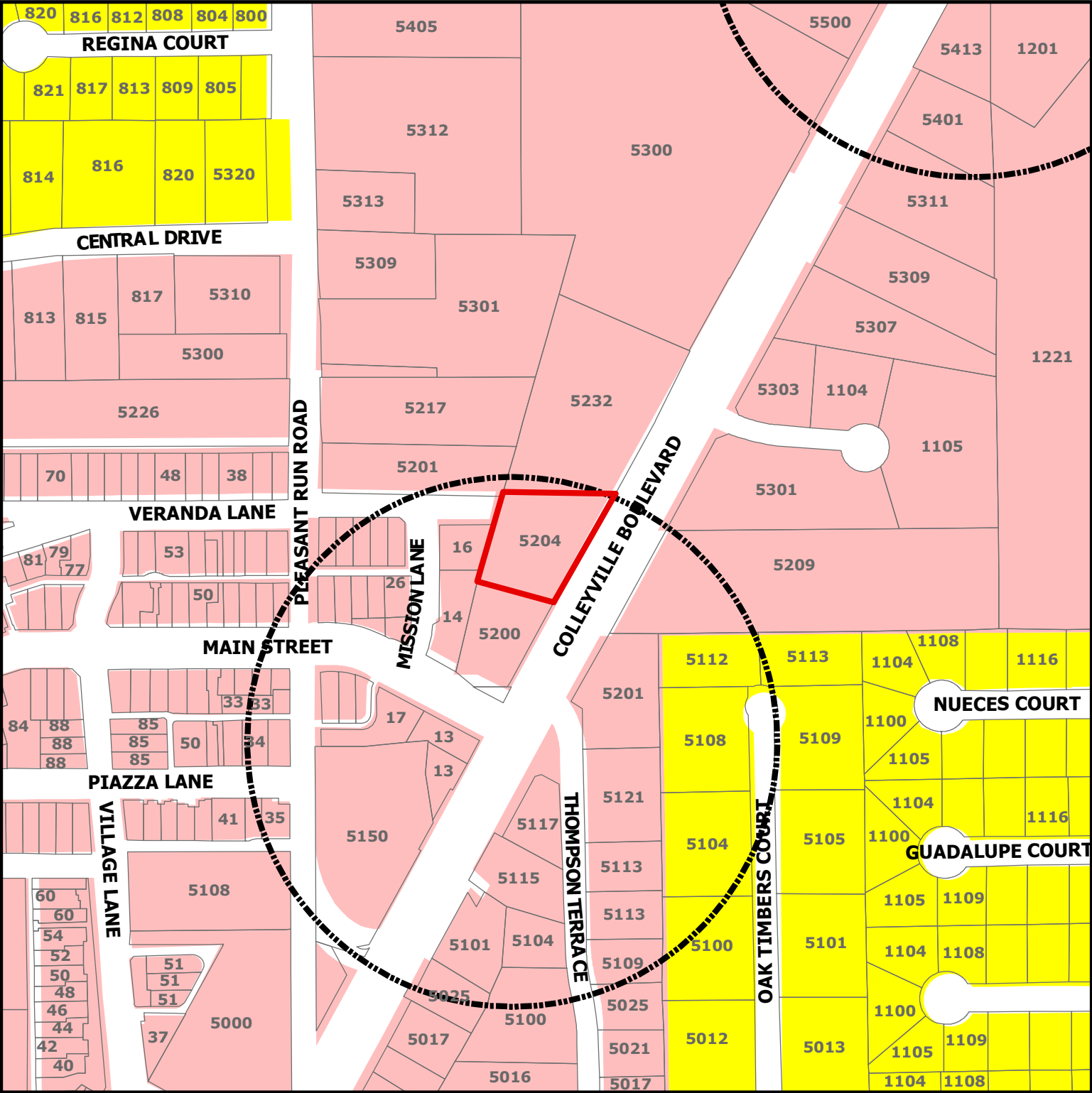
ZC20-034
5204 Colleyville Blvd

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 Subject Property



Future Land Use Map



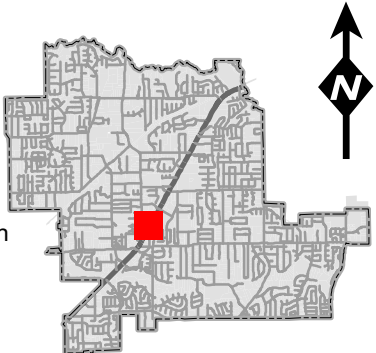
ZC20-034

5204 Colleyville Blvd



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-  Subject Property
-  Sales Tax Preferred Intersection
-  Residential
-  Colleyville Blvd Corridor



DDK Real Estate Investments, LLC

DANIEL SETH KIM

229 Odessa Drive, Haslet, TX 76052 | 817-727-2752 |

December 10, 2020

Subject Property: 5204 Colleyville Blvd, Colleyville, TX 76034

Statement of Planning Objectives:

Dear Planning and Zoning Commission and City Council,

I am writing this statement letter as an authorized agent on behalf of DDK Real Estate Investments, LLC. This statement is provided to seek approval to allow the subject property addressed at **5204 Colleyville Blvd, Colleyville, TX 76034** to amend Ordinance O-10-1784 for the consideration to include Medical Office/Office as approved use. Current zoning is approved PUD-C; however, subject property is set to revert back to ordinance limitations pertaining general retail tax.

Photos in the form of "Exhibits" are provided below to provide visuals regarding the proposed space.

Entry: In my opinion, the subject property's highest and best use would be to permit medical office or office use as the building only has one main entrance (Exhibit A). Ideally, placing a national credit tenant which provides professional services or allowing future continued use through a healthcare association would best utilize the current state of the space. This entry also provides value in signage opportunity by directly facing Colleyville Boulevard SH 26.

Floor Plan: The south side of the building is currently partitioned to provide professional medical related check-in / check-out services (Exhibit B & C).

Located on the north side of the building, multiple office work stations may be provided within an open floor plan; which may be partitioned to provide individualized office spaces if necessary.

Upgrades: With medical capabilities in mind, the subject property has been built out with considerable improvements. Each exam room is equipped with its own plumbing, high fiber optic connections (per room) to allow for consistent and reliable data collection for use of medical software, sleep study equipment, lab room use, other medical equipment, and more capable uses (Exhibit D & E).

Situs & Synergy: Subject property is located next to Baylor Scott & White just across Mission Lane. The property has the potential to work with and benefit from immediate medical practices within the area consisting of healthcare family practices, dentistry offices, chiropractors, pediatrics and other private practices (Exhibit F).

It is my pleasure to provide this statement to the P&Z Commission and City Council as it is my intent that this letter serves as a positive reference in the decision-making factor to consider amending the subject property's ordinance.

Sincerely,

A handwritten signature in black ink, reading "Daniel Seth Kim". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Daniel Seth Kim

Exhibit A



Exhibit B



Exhibit C



Exhibit D



Exhibit E



Exhibit F



ORDINANCE O-11-1816

AN ORDINANCE AMENDING ORDINANCE O-10-1784 CONDITIONS; PROVIDING FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council approved Ordinance O-07-1630 on September 4, 2007, to establish the zoning of Lot AR and BR, of the E.M. Thompson Subdivision, and Lot 2, Block 1, Foster Addition; and

WHEREAS, the City Council approved Ordinance O-10-1784 December 7, 2010, amending Ordinance O-07-1630 by changing the percentage requirements for office uses versus retail uses in the development; and

WHEREAS, the City of Colleyville has received a request for an amendment to Ordinance O-10-1784, under Case ZC11-021; 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 enact a new zoning ordinance; and

WHEREAS, the City Council has appointed a Planning and Zoning Commission to recommend the boundaries of the various original zoning districts and appropriate regulations be enforced therein and to recommend a new zoning ordinance; and

WHEREAS, the Planning and Zoning Commission has divided the City into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan and designed to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote health, general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the 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 Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the Charter of the City of Colleyville, and State Law with reference to changes to zoning classifications under the Zoning Ordinance Regulations and Zoning Map, having given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally, and to the persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Colleyville is of the opinion that said change in zoning should be made.

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

Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, is hereby amended by amending Ordinance O-10-1784 conditions for the Village Front Door Addition.

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

1. GENERAL

a. Section 4(1)b of Ordinance O-10-1784, is hereby removed and deleted.

b. This zoning change is conditioned upon a change in ownership of the property to Dr. David D. Kim of 35 Veranda Ln. Colleyville, Texas, or an entity owned or controlled by Dr. Kim. In the absence of such ownership change, this Ordinance shall be of no force or effect.

Sec. 4. 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. 5. 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. 6. 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. 7. 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. 8. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.
- Sec. 9. THAT Ordinances O-10-1784 and O-07-1630 shall remain in full force and effect, except where amended by this ordinance.

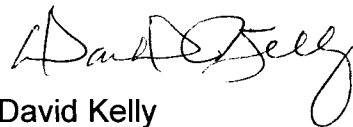
AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of December 2011.

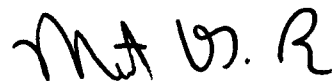
The second reading and public hearing being conducted on the 13th day of December 2011.

ATTEST.

Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

The map shows the following lot addresses:

- 5309, 5301, 5300, 5221, 5217, 5232, 5204, 5303, 1104, 5301, 1105, 5112, 5108, 5109, 5104, 5105, 1100, 1104, 1108, 1112, 1116, 1105, 1109, 1113, 1117, 1104, 1108, 1112, 1116, 1100.

A callout box labeled "Site" points to lot 5204.

ORDINANCE O-10-1784

AN ORDINANCE AMENDING ORDINANCE O-07-1630 WHICH ESTABLISHED THE ZONING OF LOT AR AND BR, OF THE E.M. THOMPSON SUBDIVISION CONDITIONS; PROVIDING FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council approved Ordinance O-07-1630 on September 4, 2007, to establish the zoning of Lot AR and BR, of the E.M. Thompson Subdivision, and Lot 2, Block 1, Foster Addition; and

WHEREAS, the City of Colleyville has requested an amendment to Ordinance O-07-1630, under Case Z-10-028; 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 enact a new zoning ordinance; and

WHEREAS, the City Council has appointed a Planning and Zoning Commission to recommend the boundaries of the various original zoning districts and appropriate regulations be enforced therein and to recommend a new zoning ordinance; and

WHEREAS, the Planning and Zoning Commission has divided the City into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan and designed to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote health, general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the 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 Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the Charter of the City of Colleyville, and State Law with reference to changes to zoning classifications under the Zoning Ordinance Regulations and Zoning Map, having given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the

property owners generally, and to the persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Colleyville is of the opinion that said change in zoning should be made.

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

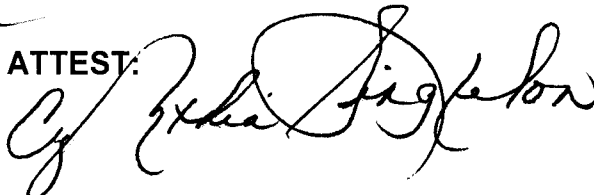
- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by amending Ordinance O-07-1630 which established the zoning of Lot AR and BR, of the E.M. Thompson Subdivision conditions.
- Sec. 3. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning of the Village Front Door Addition, depicted on Exhibit "A" and Exhibit "B".
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:
- 1. GENERAL**
- a. Ordinance O-07-1630, Section 4(3)d is hereby removed and deleted.
- b. Not less than 100 percent of the air-conditioned area of Building (C) depicted on Exhibit "B" shall contain uses that are eligible for State of Texas retail sales tax as defined by the State of Texas Comptroller of Public Accounts.
- Sec. 5. 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. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the 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. 7. 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. 8. 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. 9. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.
- Sec. 10. THAT Ordinance O-07-1630 shall remain in full force and effect, except where amended by this ordinance.

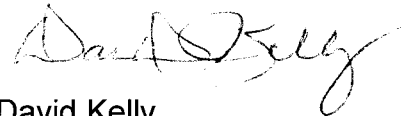
AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 16th day of November 2010.

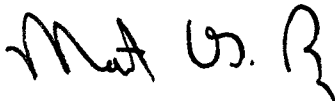
The second reading and public hearing being conducted on the 4th day of December 2010.

ATTEST:

Cynthia Singleton, TRMC, CMC
City Secretary

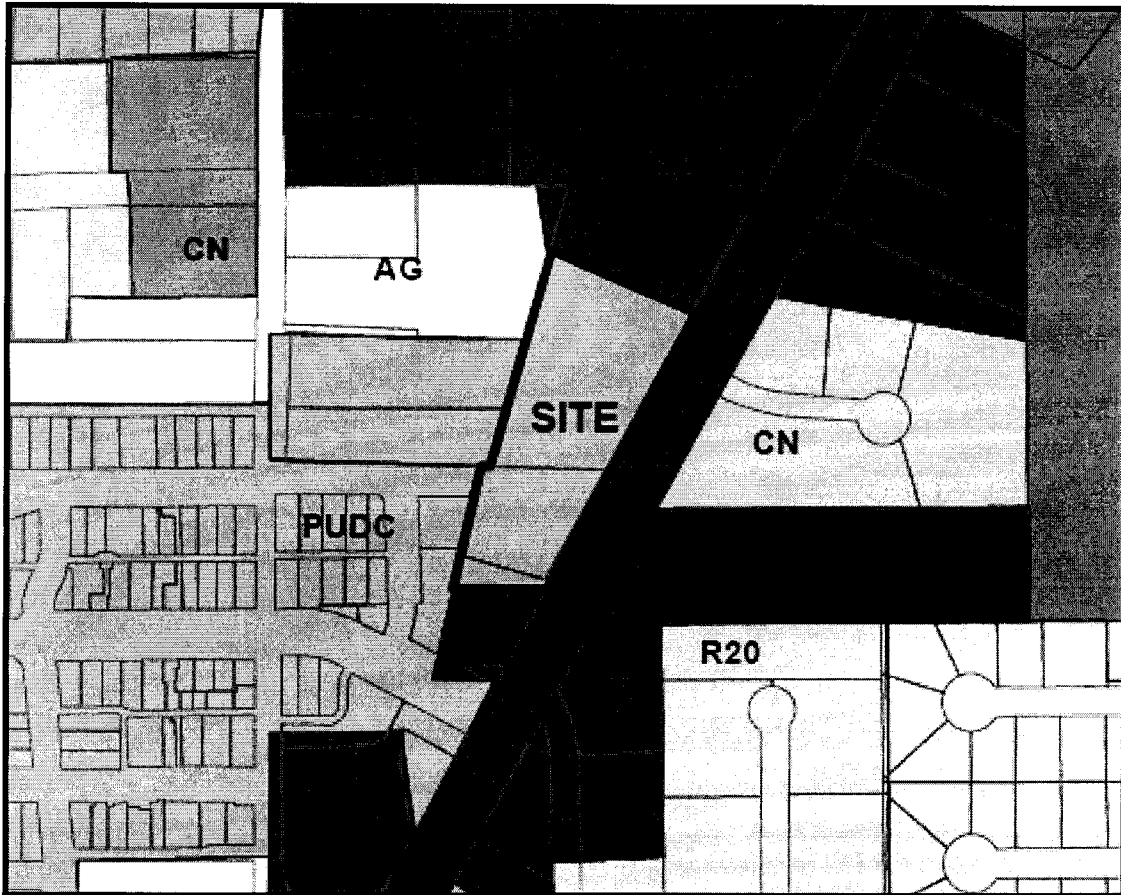
CITY OF COLLEYVILLE

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

Exhibit "A" - Location and Zoning Map



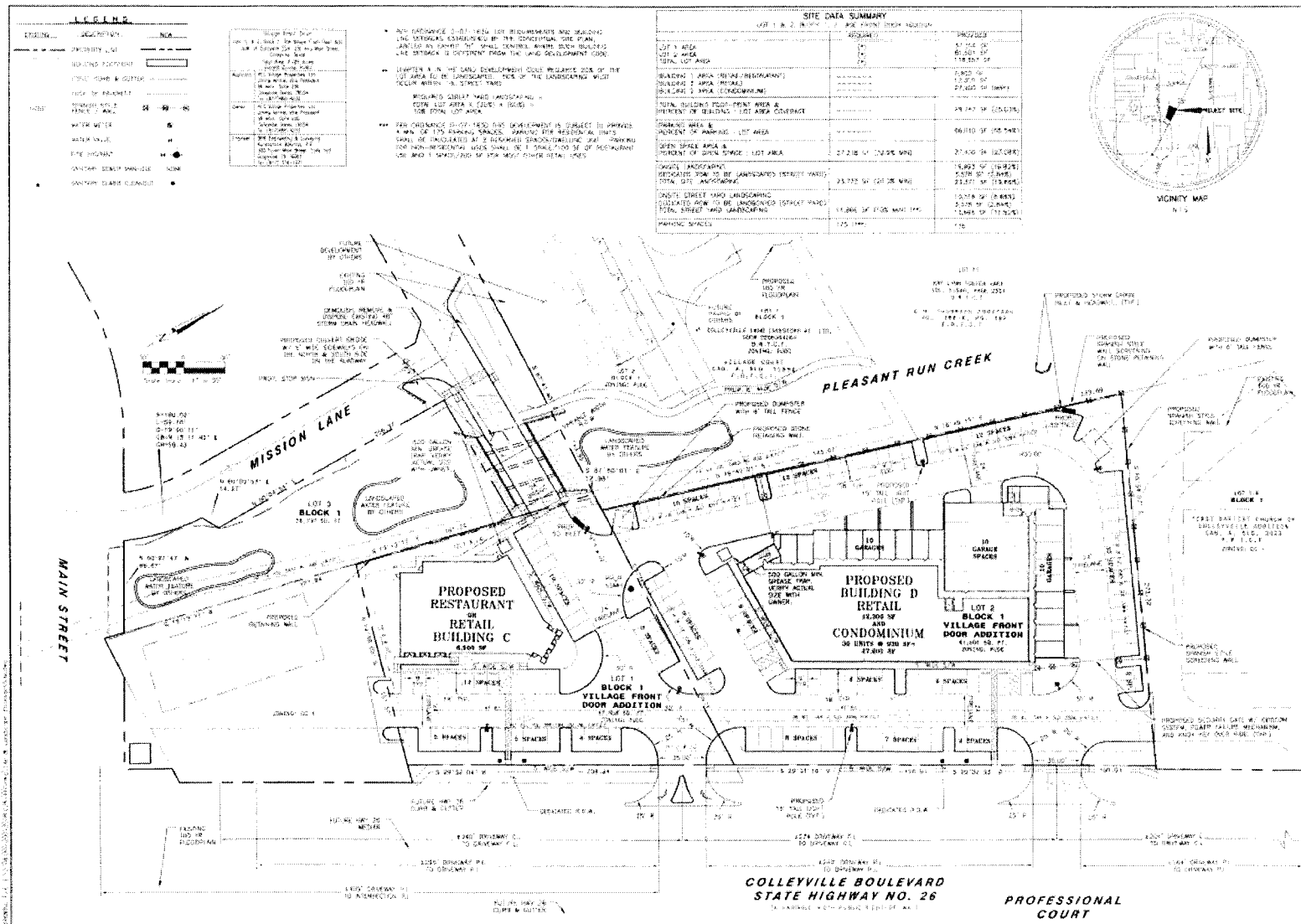


Exhibit "B" – Site Plan

ORDINANCE O-07-1630

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING OF LOT AR AND BR, OF THE E.M. THOMPSON SUBDIVISION, AND LOT 2, BLOCK 1, FOSTER ADDITION, FROM THE CC1-VILLAGE RETAIL ZONING DISTRICT TO THE PUDC-PLANNED UNIT DEVELOPMENT COMMERCIAL DISTRICT; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a rezoning under Case No. Z-07-026; 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 enact a new zoning ordinance; and

WHEREAS, the City Council has appointed a Planning and Zoning Commission to recommend the boundaries of the various original zoning districts and appropriate regulations be enforced therein and to recommend a new zoning ordinance; and

WHEREAS, the Planning and Zoning Commission has divided the City into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan and designed to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote health, general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration, among other things, to the character of the 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 Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the Charter of the City of Colleyville, and State Law with reference to changes to zoning classifications under the Zoning Ordinance Regulations and Zoning Map, having given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the

property owners generally, and to the persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Colleyville is of the opinion that said change in zoning should be made.

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on Lot AR and BR, E.M. Thompson Subdivision, and Lot 2, Block 1, Foster Addition, from the CC1-Village Retail zoning district to the PUDC-Planned Unit Development Commercial zoning district, as depicted on the attached Zoning and Location Map, labeled as Exhibit "A".
- Sec. 3. THAT the Official Zoning Map of the City of Colleyville be amended to incorporate the zoning change approved herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The purpose of this PUDC is for office, retail and residential uses.
- b. This property is subject to all the regulations contained in the Colleyville Land Development Code, except where amended by this Ordinance.

2. CONCEPTUAL PLAN AND PLATTING

- a. The development shall be generally consistent with the Conceptual Site Plan, labeled as Exhibit "B", which shall not be considered the preliminary plat.
- b. The development shall be generally consistent with the Conceptual Site Plan, labeled as Exhibit "B"; however the lot layout may differ from that shown on Exhibit "B" to accommodate topographic, drainage or other conditions.
- c. The developer shall submit and receive approval from the City of Colleyville a Final Plat in accordance with the requirements of the Land Development Code prior to development of this PUDC.

3. PERMITTED USES

- a. A maximum of 30 residential units allowed on the second and third floor of Building D, as shown on Exhibit "B".

- b. All uses allowed in the CC1-Village Retail zoning district.
- c. All uses shall be in accordance with the Conceptual Site Plan on Exhibit "B".
- d. Not less than 50%, or 6,150 square feet, of the air-conditioned area of the first floor of Building D shall contain uses that are eligible for State of Texas retail sales tax as defined by the State of Texas Comptroller of Public Accounts.
- e. Any floor of Building D may be used as retail and office uses. No residential uses are permitted on the first floor of Building C or D.

4. LOT REQUIREMENTS AND SETBACKS

- a. Lot requirements and building line setbacks established by the Conceptual Site Plan, labeled as Exhibit "B", shall control where such building line setback is different from the Land Development Code.

5. OPEN SPACE

- a. This development shall provide a minimum of 22.9% common open space, as shown on Exhibit "B". All open space areas shall be landscaped and maintained by the property owner.
- b. The amount of landscaping on the property shall be in accordance with Chapter 4 Landscaping and Buffering in the Land Development Code.

6. BUILDING ELVEATIONS

- b. All exterior building elevations shall be in accordance with the Building Elevations, labeled as Exhibit "C".

7. SIDEWALKS AND PATHWAYS

- a. The sidewalk along Colleyville Boulevard shall be at least 5-feet wide. The sidewalk shall be installed when any new structures are built on the property.

8. SCREENING

- a. A six foot high wall shall be constructed along the northern property line and shall consist of a combination of stucco and wrought iron accents.

9. PARKING

- a. Parking for residential units shall be calculated at 2 reserved parking spaces per dwelling unit.
- b. Parking for non-residential uses shall be in accordance with the parking requirements of the Land Development Code.
- c. This development shall contain not less than 175 parking spaces.

10. OTHER

- a. Any modification to the creek on the west side of the development shall be approved by the City of Colleyville Engineering Department.
- b. Residential units shall contain not less than 750 square feet of living area per dwelling unit. A maximum of 5 residential units are permitted to be 850 square feet or smaller. All other units will be a minimum of 851 square feet.
- c. The average square footage of residential units shall total 1,000 square feet.
- d. All residential units allowed by this ordinance shall be subject to the rules and regulations of a single condominium regime. A copy of the condominium regime by-laws, approved and filed by the Tarrant County Clerk, shall be submitted prior to the issuance of a building permit on any residential unit.
- e. All buildings shall have fire sprinkler and monitoring systems.
- f. The maximum building height shall be 3 stories with a maximum height measurement of 56 feet.
- g. Prior to the issuance of a Certificate of Occupancy for any building, the property shall accomplish the following:
 - 1. Complete construction of a bridge across Pleasant Run Creek connecting the subject property to The Village at Colleyville property. Such bridge shall connect the subject property to Mission Lane, which is an existing public street in The Village. The drive connection and bridge shall be dedicated as a public right-of-way. The drive connection and bridge width shall be the same width as shown on the Site Plan. The bridge will be located where the driveway currently dead ends into Pleasant Run Creek on the Site Plan. The bridge shall be constructed with similar materials and design as the existing bridge located at Main Street. A five foot wide sidewalk shall be provided on both sides of the bridge.
 - 2. The property owner shall make improvements to Pleasant Run Creek from the north property line of The Village PUD south to Main Street consisting of the following: removal of debris and dead trees, construction of new water retention areas, fountains, and new landscaping.
 - 3. Complete the construction of an 8 foot wide sidewalk, that may be a minimum 6 foot wide at the discretion of the City Engineer, within Pleasant Run Creek connecting Lot 1, Block 1 Village Court Addition to the proposed bridge.
 - 4. The project sign featured on the building will read "The Village at Colleyville".
- h. This zoning ordinance shall be automatically repealed if a preliminary plat or preliminary drainage analysis is not approved within eight (8) months from the date of approval of this zoning request.

- Sec. 5. 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. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the 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. 7. 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. 8. 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. 9. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

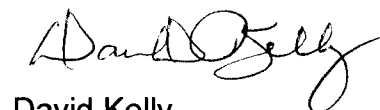
AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 21ST day of August 2007.

The second reading and public hearing being conducted on the 4th day of September 2007.

ATTEST:

Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

A handwritten signature in black ink, appearing to read "Matt C. G. Boyle". The signature is stylized with a large "M" and a cursive "Boyle".

Matthew C. G. Boyle
City Attorney

Exhibit A – Zoning and Location Map

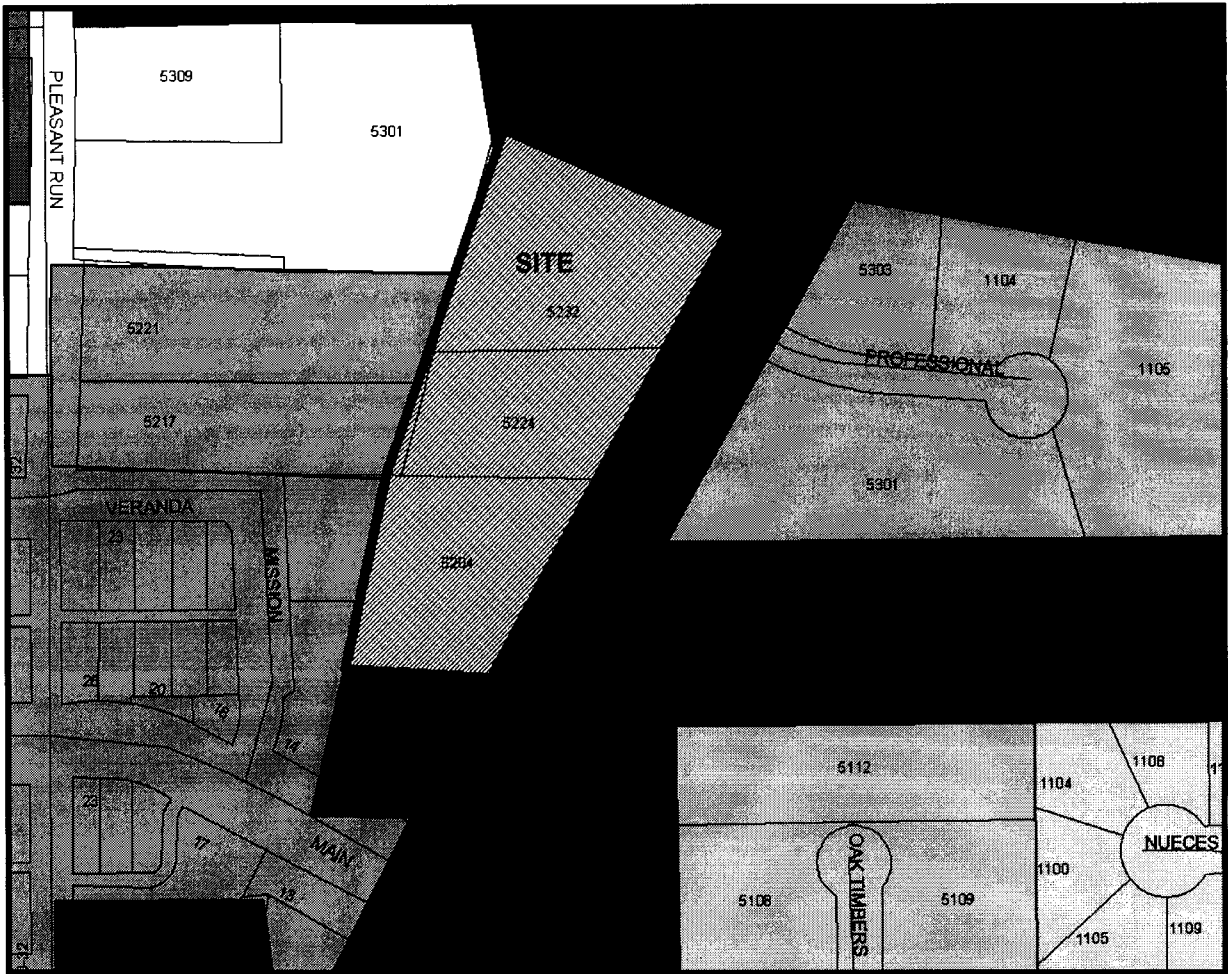
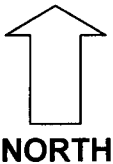


Exhibit B – Conceptual Site Plan

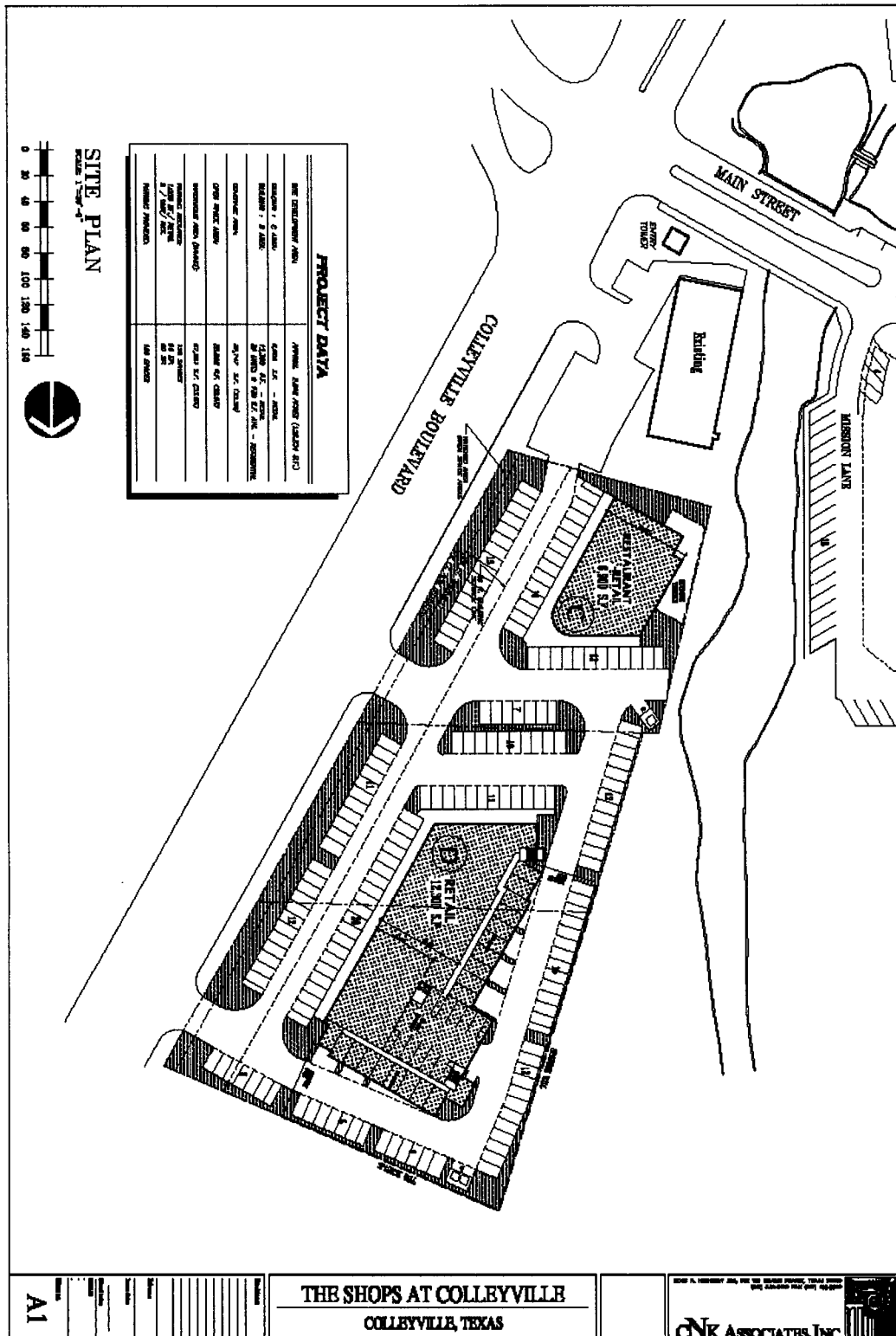
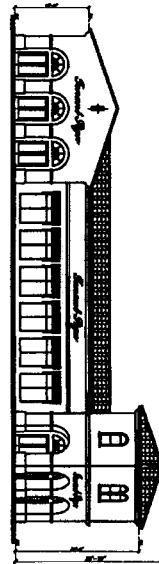
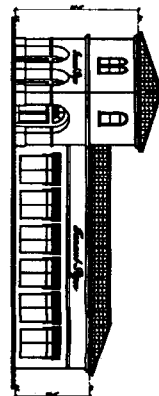


Exhibit C-Building Elevations

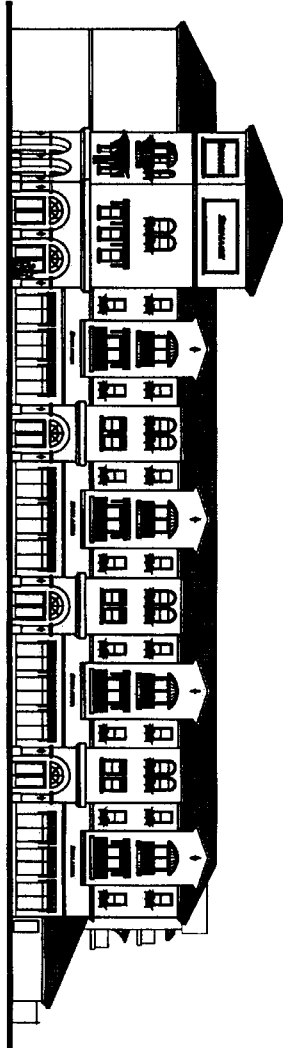
Colleyville Blvd. Elevation
BUILDING - C



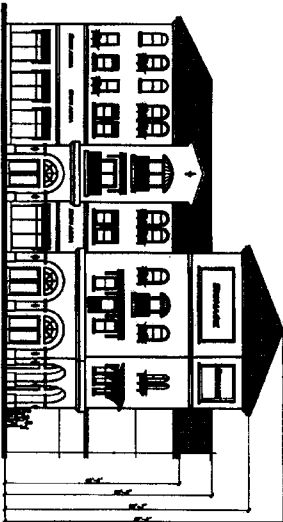
North Elevation
BUILDING - C



Colleyville Blvd. Elevation
BUILDING - D



South Elevation
BUILDING - D



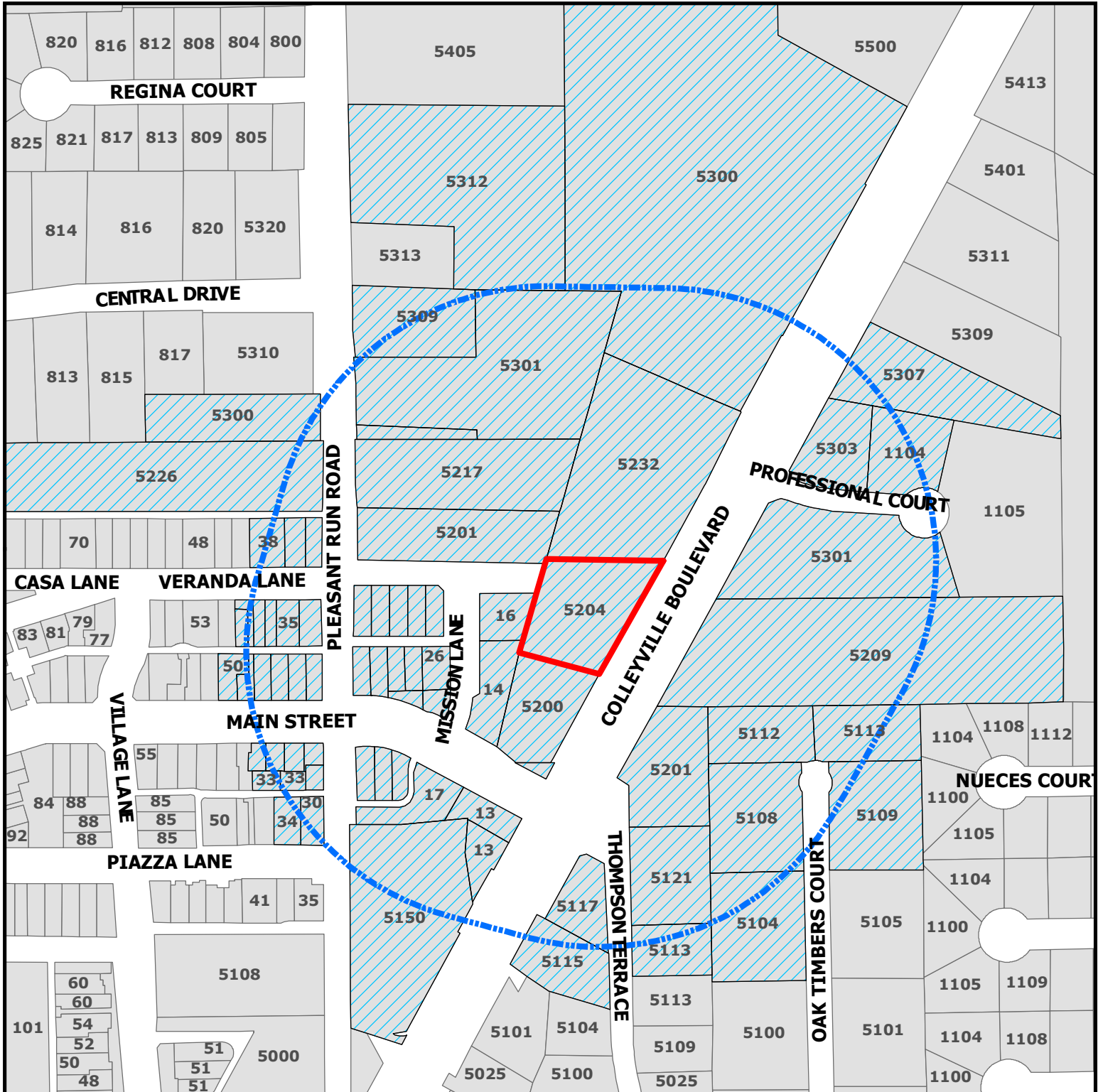
RECEIVED
JUN 22 2007
Per *[Signature]*

THE SHOPS AT COLLEYVILLE
COLLEYVILLE, TEXAS

ANK ASSOCIATES, INC.

A2

Notification Map



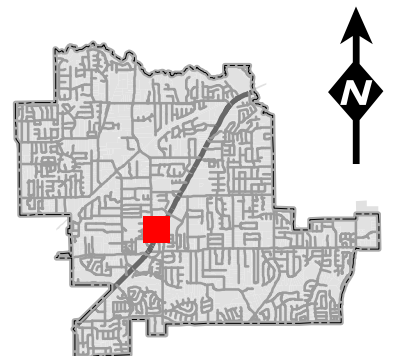
ZC20-034

5204 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
-  500ft Buffer
-  Properties within 500ft



Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	50 MAIN ST
HAMM, DAVID A	6109 EQUESTRIAN CT	COLLEYVILLE, TX	76034	32 VERANDA LN # 112
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	43 VERANDA LN
BOES, MARK	67761 S 311 WAY	WAGONER, OK	74467	34 VERANDA LN # 211
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	16 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	17 MAIN ST
REDEEMED CHRISTIAN CHURCH OF G	PO BOX 391	COLLEYVILLE, TX	76034	5300 PLEASANT RUN RD
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
HART, KAY LYNN FOSTER	5301 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5301 PLEASANT RUN RD
VILLAGE MONTICELLO PRtnS LTD	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	14 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	35 VERANDA LN # 312
GIFFORD, T	33 MAIN ST #260	COLLEYVILLE, TX	76034	33 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	5209 COLLEYVILLE BLVD
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
BAJRAM & RUZDI INVESTMENTS LLC	4701 MILL CREEK RD	COLLEYVILLE, TX	76034	5150 COLLEYVILLE BLVD
FIRST BAPTIST CH COLLEYVILLE	5405 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5312 COLLEYVILLE BLVD
ROGERS, J ANDREW	201 MAIN ST STE 2500	FORT WORTH, TX	76102	30 PIAZZA LN
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5201 PLEASANT RUN RD
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	23 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	13 MAIN ST
KIPTON ANDERSON INVESTMENTS LL	5303 COLLEYVILLE BLVD STE B	COLLEYVILLE, TX	76034	5303 COLLEYVILLE BLVD
GIBSON, NORMAN C	113 TIMBERLINE DR S	COLLEYVILLE, TX	76034	5115 COLLEYVILLE BLVD
GIBSON, NORMAN C	113 TIMBERLINE DR S	COLLEYVILLE, TX	76034	5117 COLLEYVILLE BLVD
SUNDER HOLDINGS LLC	11464 HARRY HINES BLVD	DALLAS, TX	75229	5201 COLLEYVILLE BLVD
FEGAN, DENNIS JOHN	1303 BELLEFONTE LN	COLLEYVILLE, TX	76034	5309 PLEASANT RUN RD
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
COLLEYVILLE EYE CORPORATION	5307 COLLEYVILLE BLVD, SUITE 100	COLLEYVILLE, TX	76034	5307 COLLEYVILLE BLVD
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	38 VERANDA LN
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	20 MAIN ST
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
NOVAK, RICHARD	5109 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5109 OAK TIMBERS CT
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	18 MAIN ST
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
SWIGART, CAROL	5104 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5104 OAK TIMBERS CT
D & V WALKER PROPERTIES LLC	5501 NORMANDY DR	COLLEYVILLE, TX	76034	5226 PLEASANT RUN RD
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	35 VERANDA LN # 411
SIDES, JOSEPH D	2911 COMPTON RD	NASHVILLE, TN	37215	5113 THOMPSON TERR
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	23 MAIN ST
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5217 PLEASANT RUN RD
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	42 MAIN ST
DDK REAL ESTATE INV LLC	229 ODESSA DR	HASLET, TX	76052	5204 COLLEYVILLE BLVD
JRSR PROPERTIES LLC	5303 COLLEYVILLE BLVD STE A	COLLEYVILLE, TX	76034	5121 THOMPSON TERR
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	23 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	13 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	47 VERANDA LN # 112
TCN INVESTMENTS III LLC	1861 BROWN BLVD # 744	ARLINGTON, TX	76006	35 VERANDA LN # 211
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
ATWOOD, STEVE	34 PIAZZA LN # 37	COLLEYVILLE, TX	76034	34 PIAZZA LN # 37
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	12 MAIN ST
BARNARD PARTNERS XIII LTD	PO BOX 127	COLLEYVILLE, TX	76034	5301 COLLEYVILLE BLVD
LAPOSTA, MATTHEW	5113 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5113 OAK TIMBERS CT
CAREW, PAT	2106 STONEHAVEN DR	COLLEYVILLE, TX	76034	5108 OAK TIMBERS CT
FARRAR, NANCY KAREN	33 MAIN ST STE 200	COLLEYVILLE, TX	76034	33 MAIN ST
BEAM REAL ESTATE LLC	14455 WEBB CHAPEL RD	FARMERS BRANCH, TX	75234	5200 COLLEYVILLE BLVD
HART, KAY LYNN FOSTER	5301 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5301 PLEASANT RUN RD
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
FIRST BAPTIST CH COLLEYVILLE	5405 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5300 COLLEYVILLE BLVD
BARNARD PARTNERS XVIII LTD	PO BOX 127	COLLEYVILLE, TX	76034	1104 PROFESSIONAL CT
COLLEYVILLE LOFTS VENTURE LLC	1430 BROADWAY 14TH FLR	NEW YORK, NY	10018	5232 COLLEYVILLE BLVD # 1
TCN INVESTMENTS III LLC	1861 BROWN BLVD # 744	ARLINGTON, TX	76006	35 VERANDA LN # 110
WADLEY FAMILY HOLDING INC	33 MAIN ST 160	COLLEYVILLE, TX	76034	33 MAIN ST
BROWN FABIO, RITA	33 MAIN #220	COLLEYVILLE, TX	76034	33 MAIN ST
TMAAC LLC	4109 BROWN TRL	COLLEYVILLE, TX	76034	33 MAIN ST
TMAAC LLC	4109 BROWN TRL	COLLEYVILLE, TX	76034	33 MAIN ST
PILGRIM, DEBBIE K	33 MAIN ST # 240	COLLEYVILLE, TX	76034	33 MAIN ST
ISBELL, STEVE E	5112 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5112 OAK TIMBERS CT
RIVERWALK AT COLLEYVILLE	P.O. BOX 1031	COLLEYVILLE, TX	76034	COURTESY NOTICE
COLLEYVILLE HEIGHTS	816 REGINA COURT	COLLEYVILLE, TX	76034	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED
KIM, DANIEL	229 ODESSA DR	HASLET, TX	76052	APPLICANT

Public hearing notices were mailed on December 23, 2020



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, January 11, 2021 at 7:00 p.m.
City Council Meetings: Tuesday, February 2, 2021 & Tuesday, February 16, 2021 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of an Amendment to the Planned Unit Development-Commercial (PUD-C) zoning district. The purpose is to amend the current PUD-C ordinance in order to continue and allow for Medical Office/Office uses due to an ownership change for the property.

Zoning Case: ZC20-034

Applicant: Daniel Kim

Owner: DDK Real Estate Investments, LLC

Location: 5204 Colleyville Boulevard

Property Description: Lot 1, Block 1, Village Front Door Addition

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 below:

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

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 Active Development Case map:

<https://www.colleyville.com/government/departments-a-l/community-development/active-development-cases>

For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

ORDINANCE O-21-2155

AN ORDINANCE CHANGING PLANNED UNIT DEVELOPMENT ORDINANCE O-10-1784, BY AUTHORIZING AN AMENDMENT TO ALLOW FOR A MEDICAL OFFICE/OFFICE USE TO OPERATE ON LOT 1, BLOCK 1, VILLAGE FRONT DOOR ADDITION, LOCATED AT 5204 COLLEYVILLE BOULEVARD; 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 Council approved Ordinance O-07-1630 on September 4, 2007, to establish the zoning of Lot AR and BR, of the E.M. Thompson Subdivision, and Lot 2, Block 1, Foster Addition; and

WHEREAS, the City Council approved Ordinance O-10-1784 on December 7, 2010, amending Ordinance O-07-1630 by changing the percentage requirements for office uses versus retail uses in the development; and

WHEREAS, the City of Colleyville has received an application to amend Ordinance-10-1784, Case No. ZC20-032; 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 Ordinance O-10-1784 of the City of Colleyville, Texas, be, and the same is hereby amended by removing language to allow for medical office/office uses as shown in Exhibit "A"
- Sec. 2. THAT Ordinance O-10-1784 shall be subject to the following condition:

1. GENERAL

- a. The following regulation is hereby removed and deleted:

~~"Not less than 100 percent of the air-conditioned area of Building (C) depicted on Exhibit "B" shall contain uses that are eligible for State of Texas Comptroller of Public Accounts."~~

- Sec. 3. 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. 4. 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. 5. 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. 6. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 2nd day of February 2021.

The second reading and public hearing being conducted on the 16th day of February 2021.

PASSED AND APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 16th
DAY OF FEBRUARY 2021.

Mayor Richard Newton _____
Place 1, Tammy Nakamura _____
Place 3, Kathy Wheat _____
Place 4, George Dodson _____

Mayor Pro Tem Bobby Lindamood _____
Place 5, Chuck Kelley _____
Place 6, Callie Rigney _____

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" – Ordinance Exhibit

1. GENERAL

a. The following regulation is hereby removed and deleted:

~~"Not less than 100 percent of the air-conditioned area of Building (C) depicted on Exhibit "B" shall contain uses that are eligible for State of Texas Comptroller of Public Accounts."~~



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 7a

Agenda Date 2/2/2021

Number Ordinance O-21-2152

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for a Massage Therapy use on Lot 1R1, Block 1, Foster Addition, located at 5200 Colleyville Boulevard, Suite C, Case ZC20-030

Strategic Plan

4.2 Encourage compatible commercial growth

Explanation

Second Reading & Public Hearing

The applicant was present and answered questions regarding the request. The applicant is a licensed massage therapist with the State of Texas and currently will be the only one working at the location. As the business is allowed to open, future employees will be required to be licensed.

First Reading & Public Hearing

Zhongying Zhu, of JM Massage, has submitted a request for a Special Use Permit (SUP) to allow for a Massage Therapy use at 5200 Colleyville Boulevard, Suite C. Massage Therapy is allowed in the CC-1 Village Retail district with the approval of an SUP.

Existing Conditions/Background: The subject property is zoned CC-1 and generally located on the west side of Colleyville Boulevard, north of Main Street, and adjacent to the Village Development. The subject property is a platted lot and currently developed with a multi-tenant commercial building. A Massage Therapy business currently occupies Suite C, and the reason for the SUP request is due to a change in the ownership.

Proposed Special Use Permit:

Request – The applicant is requesting approval of an SUP to allow for a Massage Therapy use at this location. The applicant is requesting to continue operating as a Massage Therapy business with a new ownership.

Ordinance – Land Development Code, Chapter 3, Section 3.24.C Special Land Use Standards:

16. Massage Therapy – Any building, room, place, or establishment with a Massage

Therapy use shall comply with the following regulations, unless the City Council in approving a Special Use Permit for a Massage Therapy use has imposed other requirements necessary in the particular case to protect the public interests:

- a. Shall be located not less than 300 feet from another Massage Therapy establishment.
- b. Approval of an application to locate a Massage Therapy establishment shall be deemed a temporary permit. Said permit shall be in effect as long as the current tenant, at the time the approval was granted, operates within the location and may operate in perpetuity until such time as a new Certificate of Occupancy (C/O) is required. A new C/O is required for a change in the existing occupancy classification or use or occupant or business name or business owner.

Legal-nonconforming Uses or Buildings: Massage therapy businesses legally in existence after the effective adoption date of the applicable amended provisions for massage therapy may operate in perpetuity until such time as a new Certificate of Occupancy (C/O) is required. A new C/O is required for a change in the existing occupancy classification or use or occupant or business name or business owner. Before issuance of a new Certificate of Occupancy, a Special Use Permit must be approved.

Analysis: The applicant is requesting the SUP due to a change in ownership of the business. Approval of an SUP at this location for this user should not adversely impact surrounding uses or the character of the neighborhood.

Plat Status: The property is platted as Lot 1R1, Block 1, of the Foster Addition.

DRC Review: The DRC reviewed the request during their November 23, 2020 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 south and west are located in the Village, zoned PUD-R, and developed with a mixture of office/retail/and residential uses. The property to the east is zoned CC-1 and is improved with a commercial restaurant use. The property to the north is zoned PUD-R and developed with a medical office.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property as "Colleyville Boulevard Corridor" and located within a Sales Tax Preferred Intersection.

Public Notification: Staff mailed notices to all property owners within 500 feet as well

as any Homeowners Associations within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code.

Staff Recommendation: Staff recommends approval of the Special Use Permit (SUP) to authorize Massage Therapy for JM Massage at 5200 Colleyville Boulevard, Suite C. The proposed business should not adversely affect surrounding uses.

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval at their December 14, 2020 meeting by a vote of 4-0.

Financial Impact

There is no fiscal impact to the City of Colleyville for this item.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Street View Photo
5. Notification Map
6. Notification List
7. Property Owner Notification
8. Ordinance O-21-2152

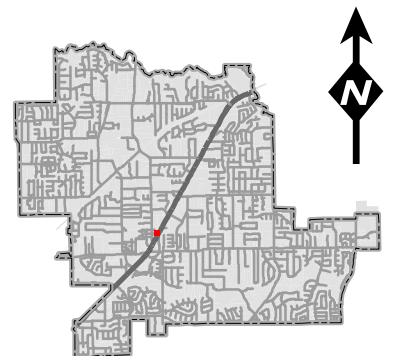
Aerial Map



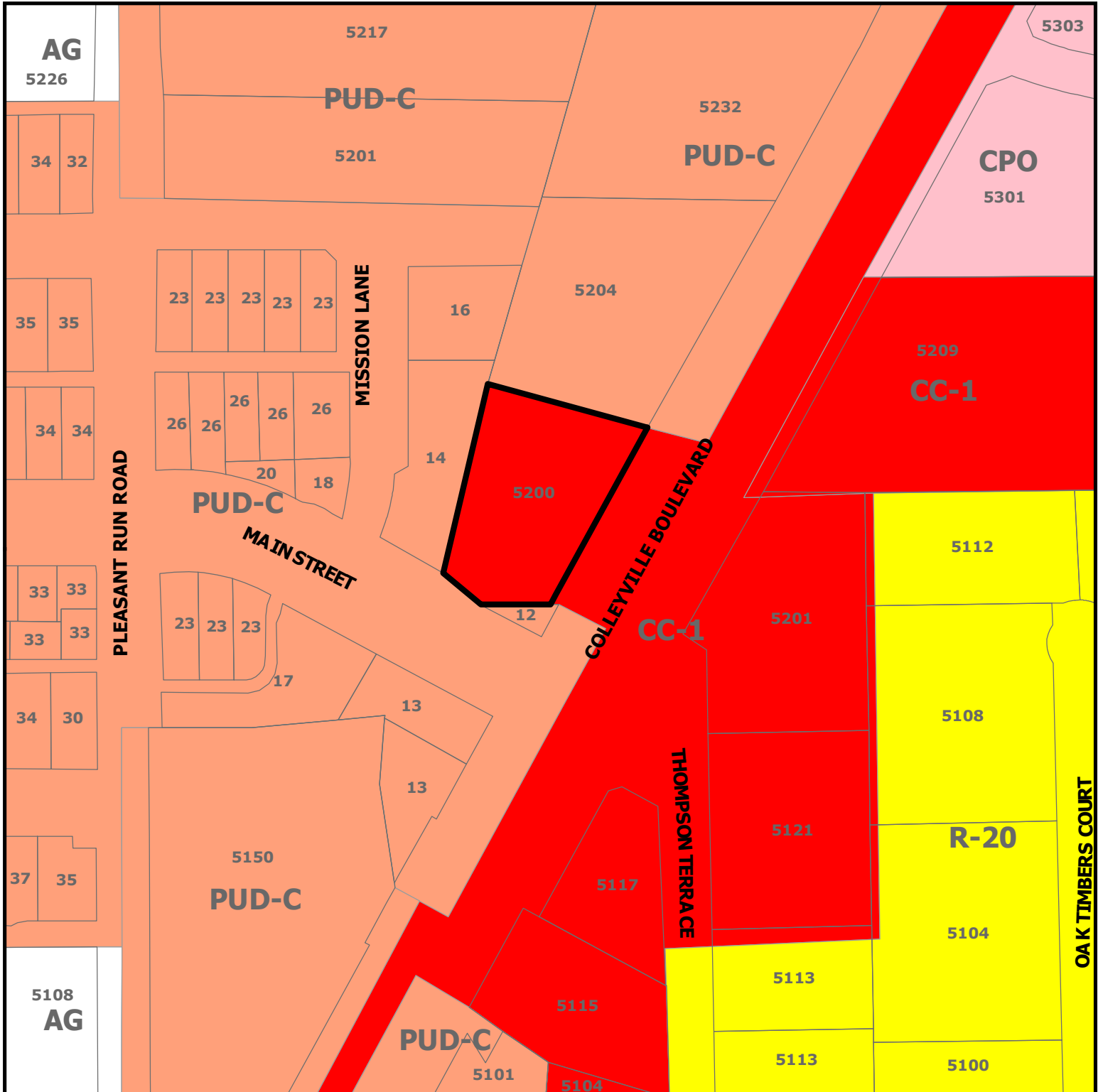
ZC20-030
5200 Colleyville Blvd

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



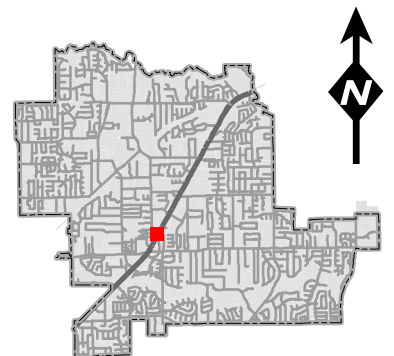
Zoning Map



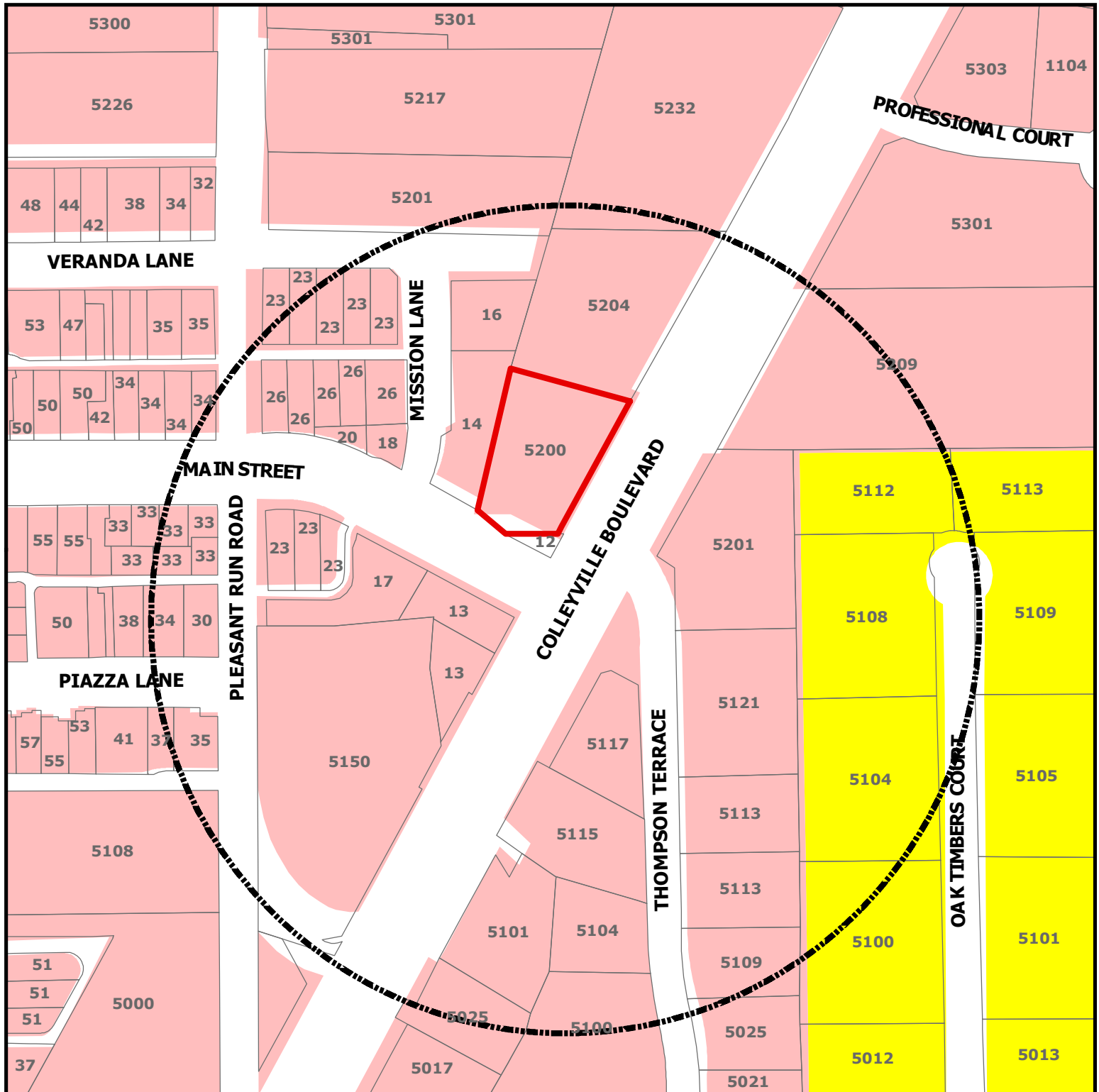
ZC20-030
5200 Colleyville Blvd

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 Subject Property



Future Land Use Map



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ZC20-030

5200 Colleyville Blvd

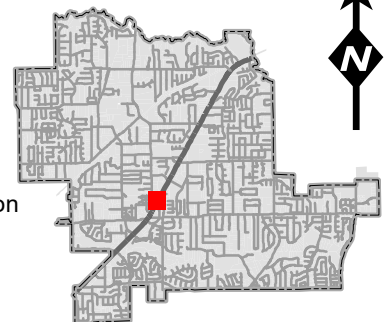


Subject Property

Sales Tax Preferred Intersection

Residential

Colleyville Blvd Corridor



Street View Photo



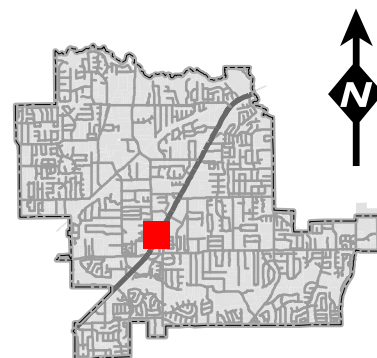
Notification Map



ZC20-030
5200 Colleyville Blvd

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-  Subject Property
-  500ft Buffer
-  Properties within 500ft



Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	50 MAIN ST
DUCIC, KIMBERLY	37 PIAZZA LN	COLLEYVILLE, TX	76034	37 PIAZZA LN
HAMM, DAVID A	6109 EQUESTRIAN CT	COLLEYVILLE, TX	76034	32 VERANDA LN # 112
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	43 VERANDA LN
SIDES, JOSEPH D	2911 COMPTON RD	NASHVILLE, TN	37215	5113 THOMPSON TERR
BOES, MARK	67761 S 311 WAY	WAGONER, OK	74467	34 VERANDA LN # 211
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	42 PIAZZA LN
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	16 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	17 MAIN ST
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
ANTHONY & VIVIAN MCNOSKY REVOC	5108 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5108 PLEASANT RUN RD
HART, KAY LYNN FOSTER	5301 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5301 PLEASANT RUN RD
VILLAGE MONTICELLO PRTNS LTD	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	14 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	35 VERANDA LN # 312
GIFFORD, T	33 MAIN ST #260	COLLEYVILLE, TX	76034	33 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	5209 COLLEYVILLE BLVD
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
NEWLIN, TAMRA	6115 NE CLACKAMAS ST	PORTLAND, OR	97213	46 PIAZZA LN # 36 110
BAJRAM & RUZDI INVESTMENTS LLC	4701 MILL CREEK RD	COLLEYVILLE, TX	76034	5150 COLLEYVILLE BLVD
55 MAIN HOLDINGS LLC	12900 PRESTON RD STE 804	DALLAS, TX	75230	55 MAIN ST
FRUSHER, DONALD	35 PIAZZA LN # 38110	COLLEYVILLE, TX	76034	35 PIAZZA LN # 38 111
BUCHWALD, RUDOLPH W	1309 ASHFORD CT	COLLEYVILLE, TX	76034	5101 COLLEYVILLE BLVD
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	41 PIAZZA LN
ROGERS, J ANDREW	201 MAIN ST STE 2500	FORT WORTH, TX	76102	30 PIAZZA LN
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5201 PLEASANT RUN RD
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	23 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	13 MAIN ST
GIBSON, NORMAN C	113 TIMBERLINE DR S	COLLEYVILLE, TX	76034	5115 COLLEYVILLE BLVD
GIBSON, NORMAN C	113 TIMBERLINE DR S	COLLEYVILLE, TX	76034	5117 COLLEYVILLE BLVD
GULICK, CYLDE E	5100 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5100 OAK TIMBERS CT
SUNDER HOLDINGS LLC	11464 HARRY HINES BLVD	DALLAS, TX	75229	5201 COLLEYVILLE BLVD
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
TAP REALTY LLC	23 MISSION LN	COLLEYVILLE, TX	76034	23 MISSION LN
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	38 VERANDA LN
KRAFTHOEFER, ASHLEY	38 PIAZZA LN	COLLEYVILLE, TX	76034	38 PIAZZA LN # 37 310
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	20 MAIN ST
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
NOVAK, RICHARD	5109 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5109 OAK TIMBERS CT
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	18 MAIN ST
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
SWIGART, CAROL	5104 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5104 OAK TIMBERS CT
D & V WALKER PROPERTIES LLC	5501 NORMANDY DR	COLLEYVILLE, TX	76034	5226 PLEASANT RUN RD
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	35 VERANDA LN # 411
SIDES, JOSEPH D	2911 COMPTON RD	NASHVILLE, TN	37215	5113 THOMPSON TERR
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	23 MAIN ST
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5217 PLEASANT RUN RD
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	42 MAIN ST
DDK REAL ESTATE INV LLC	229 ODESSA DR	HASLET, TX	76052	5204 COLLEYVILLE BLVD
JRSR PROPERTIES LLC	5303 COLLEYVILLE BLVD STE A	COLLEYVILLE, TX	76034	5121 THOMPSON TERR
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	23 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	13 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	47 VERANDA LN # 112
TCN INVESTMENTS III LLC	1861 BROWN BLVD # 744	ARLINGTON, TX	76006	35 VERANDA LN # 211
SC VILLAGE MAIN STREET LLC	500 E 4TH ST STE 175	FORT WORTH, TX	76102	34 MAIN ST
BENNETT, RENA-MARIE	34 PIAZZA LN # 37	COLLEYVILLE, TX	76034	34 PIAZZA LN # 37
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	12 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	50 PIAZZA LN
BARNARD PARTNERS XIII LTD	PO BOX 127	COLLEYVILLE, TX	76034	5301 COLLEYVILLE BLVD
LAPOSTA, MATTHEW	5113 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5113 OAK TIMBERS CT
GIBSON, NORMAN C	113 TIMBERLINE DR S	COLLEYVILLE, TX	76034	5104 THOMPSON TERR
CAREW, PAT	2106 STONEHAVEN DR	COLLEYVILLE, TX	76034	5108 OAK TIMBERS CT
NGUYEN, DIEM THUY	510 QUEENSBURY TURN	SOUTHLAKE, TX	76092	33 MAIN ST
BEAM REAL ESTATE LLC	14455 WEBB CHAPEL RD	FARMERS BRANCH, TX	75234	5200 COLLEYVILLE BLVD
HART, KAY LYNN FOSTER	5301 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5301 PLEASANT RUN RD
HESLAND LLC	26 MAIN ST	COLLEYVILLE, TX	76034	26 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	1024 S GREENVILLE AVE STE 230	ALLEN, TX	75002	43 MAIN ST
COLLEYVILLE LOFTS VENTURE LLC	1430 BROADWAY 14TH FLR	NEW YORK, NY	10018	5232 COLLEYVILLE BLVD # 1
TCN INVESTMENTS III LLC	1861 BROWN BLVD # 744	ARLINGTON, TX	76006	35 VERANDA LN # 110
WILLIAMS, ALFLOYD	33 MAIN ST 210	COLLEYVILLE, TX	76034	33 MAIN ST
XU, SHENG	2113 BRENTCOVE DR	GRAPEVINE, TX	76051	33 MAIN ST
CARDINI, ANTOINETTE	33 MAIN ST 230	COLLEYVILLE, TX	76034	33 MAIN ST
TMAAC LLC	4109 BROWN TRL	COLLEYVILLE, TX	76034	33 MAIN ST
PILGRIM, DEBBIE K	33 MAIN ST # 240	COLLEYVILLE, TX	76034	33 MAIN ST
ISBELL, STEVE E	5112 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5112 OAK TIMBERS CT
RIVERWALK AT COLLEYVILLE	P.O. BOX 1031	COLLEYVILLE, TX	76034	COURTESY NOTICE
COLLEYVILLE HEIGHTS	816 REGINA COURT	COLLEYVILLE, TX	76034	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED
ZHU, ZHONGYING	5200 COLLEYVILLE BLVD, SUITE C	COLLEYVILLE, TX	76034	APPLICANT

Public hearing notices were mailed on November 20, 2020



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, December 14, 2020 at 7:00 p.m. City Council Meetings: Tuesday, January 5, 2021 & Tuesday, January 19, 2021 at 7:30 p.m. 3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Special Use Permit for a Massage Therapy use. The purpose is to allow for massage therapy services at the business of JM Massage. This is a change of ownership to the business.

Zoning Case: ZC20-030

Applicant: Zhongying Zhu

Owner: Mani Jacob

Location: 5200 Colleyville Blvd, Suite C

Property Description: Lot 1R1, Block 1, Foster Addition

Present Zoning: CC-1 Village Retail

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**

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 Active Development Case map:

<https://www.colleyville.com/government/departments-a-l/community-development/active-development-cases>

For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

ORDINANCE O-21-2152

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON APPROXIMATELY 0.527 ACRES, BEING LOT 1R1, BLOCK 1, OF THE FOSTER ADDITION, LOCATED AT 5200 COLLEYVILLE BOULEVARD, SUITE C, BY AUTHORIZING A SPECIAL USE PERMIT FOR A MASSAGE THERAPY USE FOR THE BUSINESS KNOWN AS JM MASSAGE; 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 Massage Therapy for the business known as JM Massage, Case No. ZC20-030; 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 Massage Therapy on 0.527 acres, being Lot 1R1, Block 1, of the Foster Addition, located at 5200 Colleyville Boulevard, Suite C, for the business known as JM Massage, 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 Massage Therapy.
- b. The name of the business authorized for Massage Therapy by this Special Use Permit shall be called "JM Massage".
- c. 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.
- d. 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 5th day of January 2021.

The second reading and public hearing being conducted on the 19th day of January 2021.

PASSED AND APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 19TH DAY OF JANUARY 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

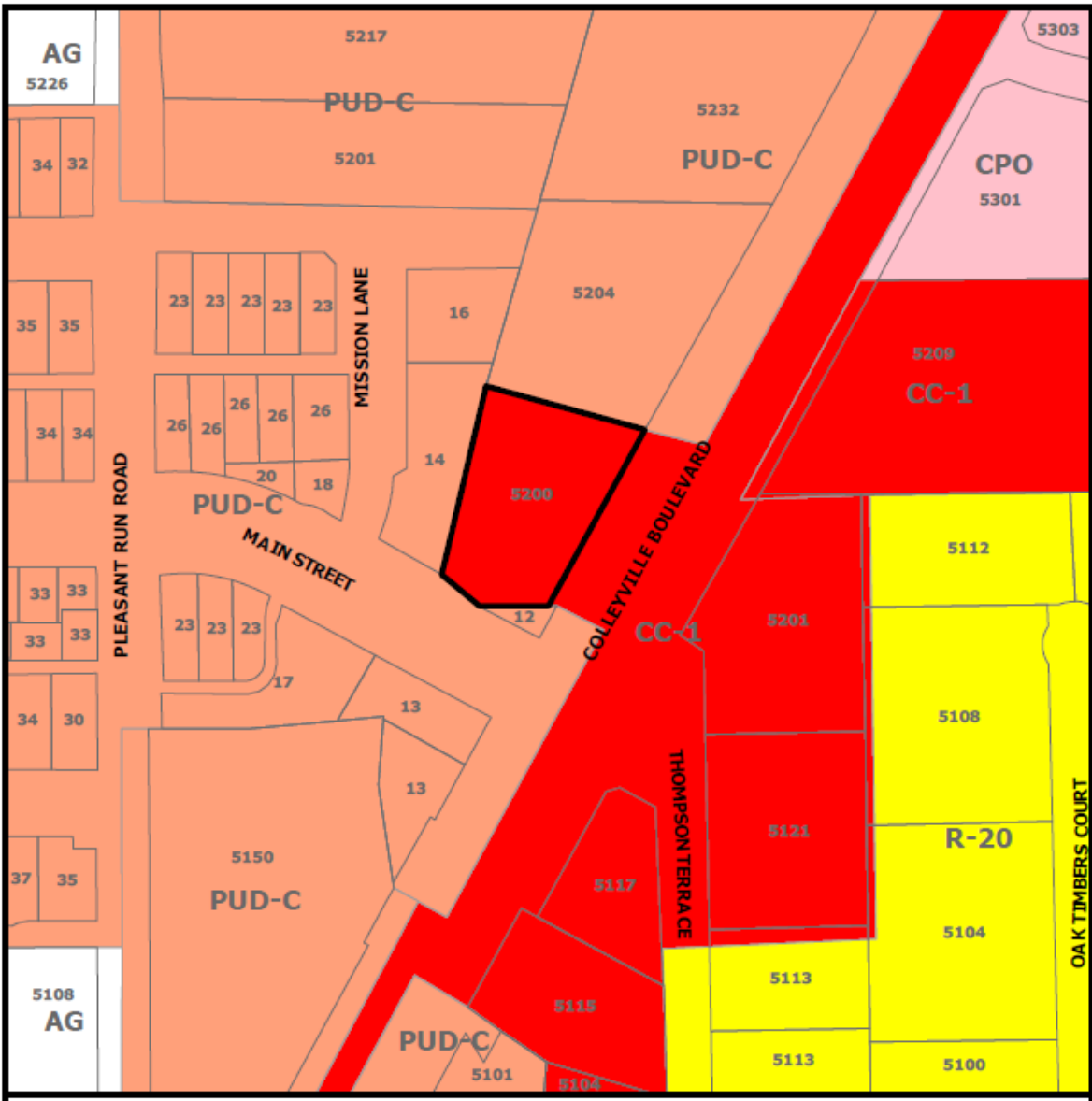
Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit “A” - Location and Zoning Map







City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 8a

Agenda Date 2/2/2021

Number Resolution R-21-4584

Type Resolution

Department Community Development

Title

Consideration of a replat for Lot 1R1, Block 1 and Lot 2AR2, Block 3, Wescoat Place, being Lot 1R, Block 1 & Lots 2AR1 and 6A, Block 3, Wescoat Place, located at 6200 & 6104 Bransford Road and 6108 LD Lockett Road, Case PC20-010

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Reading and Public Hearing

Darryl H. Heath, the applicant, requests approval of a Replat for Lot 1R1, Block 1, and Lot 2AR2, Block 3, Wescoat Place Addition, being Lot 1R, Block 1 and Lots 2AR1 and 6A, Block 3, Wescoat Place Addition on approximately 11.08 acres, located at 6104 & 6200 Bransford Road and 6108 LD Lockett Road. The properties are zoned R-30 and R-40 Single Family Residential districts. The applicant proposes to adjust the lot lines between the properties and plat the properties into 2 single-family residential lots. There are no new lots proposed.

Existing Conditions/Background: The subject properties are currently zoned R-30 and R-40 Single Family Residential district. The properties are generally located northwest of the intersection of Bransford Road and LD Lockett Road. The properties are currently developed with 2 single-family homes and an undeveloped lot. The plat up for consideration proposes to adjust the lot lines between the properties and plat the properties into 2 single-family residential lots.

Lot Dimensions and Setbacks:

The Lot Requirements and Setbacks for the R-30 and R-40 zoning regulations require the following standards:

R-30

Minimum Lot Area: 30,000 square feet

Minimum Lot Width: 125 feet

Minimum Lot Depth: 125 feet

Minimum Front Yard Setback: 35 feet

Minimum Side Yard Setbacks: 10 feet

Minimum Rear Yard Setback: 25 feet

Maximum Lot Coverage: 25%

Maximum Impervious Coverage: 55%

R-40

Minimum Lot Area: 40,000 square feet

Minimum Lot Width: 150 feet

Minimum Lot Depth: 150 feet

Minimum Front Yard Setback: 40 feet

Minimum Side Yard Setbacks: 15 feet

Minimum Rear Yard Setback: 25 feet

Maximum Lot Coverage: 20%

Maximum Impervious Coverage: 50%

As submitted, the proposed plat meets all of the requirements of the R-30 and R-40 zoning and the Land Development Code.

Surrounding Development: The properties to the north, south, and west are zoned R-40 Single Family Residential district and primarily developed with single-family homes. The properties to the east are zoned AG Agricultural district and developed with single-family homes.

Analysis: The proposed lot layouts are compatible with the R-30 and R-40 zoning districts as described in the Land Development Code.

Plat Status: The properties are proposed to be platted as Lot 1R1, Block 1, and Lot 2AR1R, Block 3, Wescoat Place Addition, being Lot 1R, Block 1 and Lots 2AR1 and 6A, Block 3, Wescoat Place Addition

DRC Review: The DRC met on December 21, 2020 and offered the following comments:

1. Label the plat as a replat.
2. Informational comment, a replat does need to go to the Planning and Zoning Commission and City Council. Please remove the staff approval signature block and include the Planning and Zoning Commission and City Council signature blocks.
3. Lot 2R, Block 1 of Wescoat Place needs to have 7.4 feet dedicated along White Drive to be in compliance with the Master Thoroughfare Plan.
4. The drainage and utility easements need to be increased to 16' to be in compliance with the Land Development Code due to the lots being greater than 200' deep.
5. Please provide utility plans for review due to the abandonment of the lot line between Block 3 and Lot 1R, Block 1 Wescoat Place and the existing light poles.
6. Please add these notes to the plat:

a) Drainage Easement Restriction: No construction or filling, without the written approval of the City of Colleyville shall be allowed within a drainage easement, and then only after detailed engineering plans and studies show that no flooding will result, that no obstruction to the natural flow of water will result, and subject to all owners of the property affected by such construction becoming a party to the request. Where construction is permitted, all finished floor elevations shall be a minimum of two feet above the 100-year flood elevation.

b) Utility Easements: Any public utility, including the City of Colleyville, shall have the right to move and keep moved all or part of any building, fences, shrubs, other growths or improvements which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the easements shown on the plat; and any public utility, including the City of Colleyville, shall have the right at all times of ingress and egress to and from and upon said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

Drainage:NA

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 of the subject property. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code.

Staff Recommendation: Staff recommends approval. The proposed Replat meets the technical requirements of the Land Development Code. Prior to filing of the plat, all DRC comments will be required to be addressed and verified to be in compliance with the Land Development Code.

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval of the Replat at their February 25, 2021 meeting by a vote of 7-0.

Financial Impact

There is no fiscal impact to the City of Colleyville for this item.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Plat Exhibit
6. Existing Conditions Exhibit
7. Existing Conditions Aerial Exhibit
8. Notification Map
9. Notification List
10. Property Owner Notification
11. Resolution R-21-4584

Aerial Map



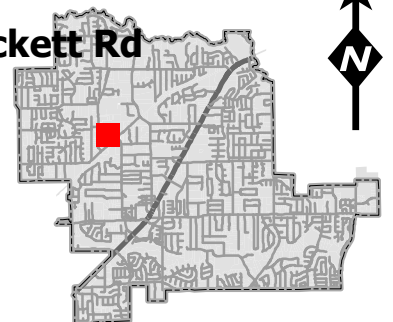
PC20-010

6104 & 6200 Bransford Rd and 6108 LD Lockett Rd

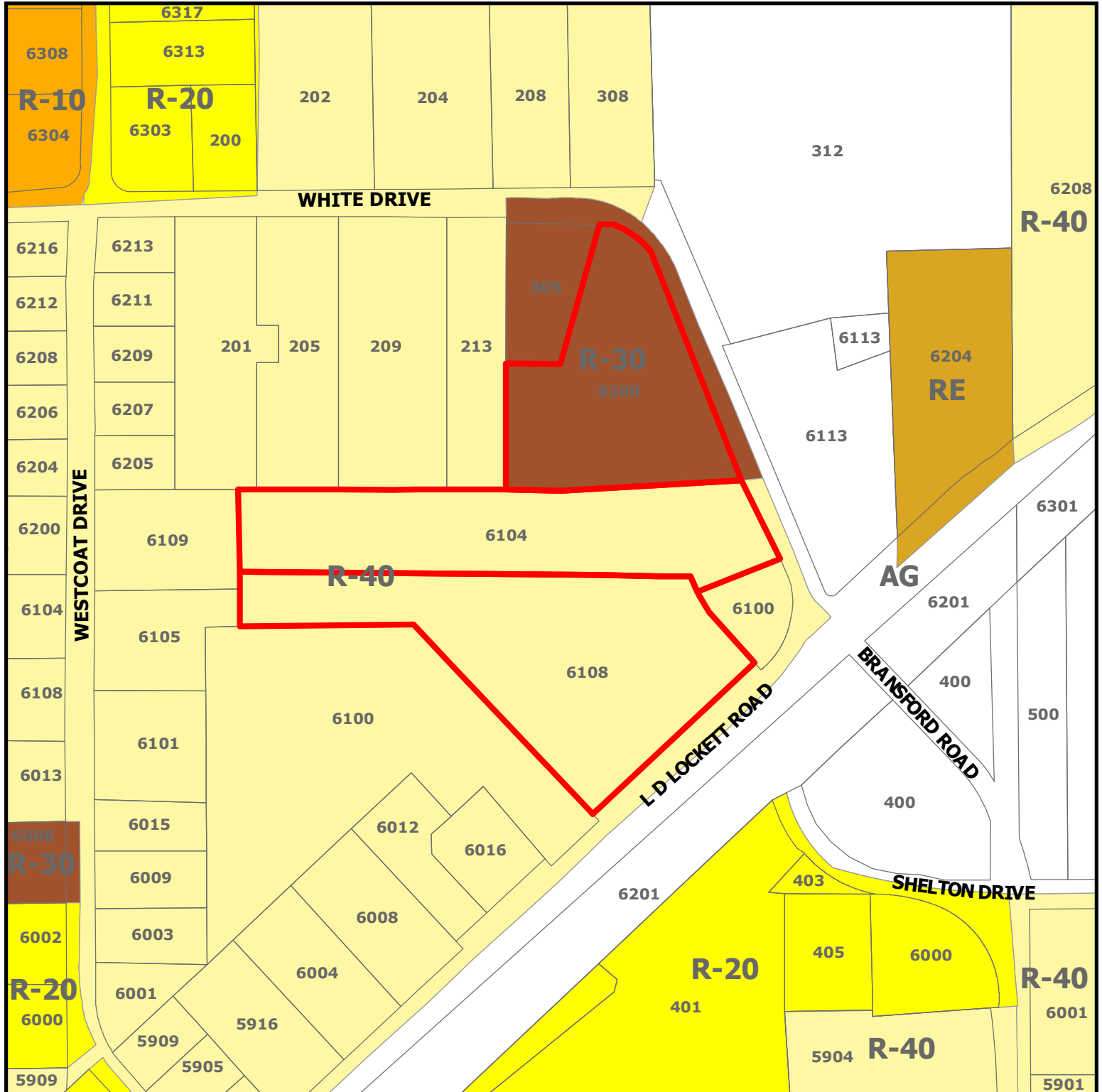
DISCLAIMER:
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Subject Property



Zoning Map



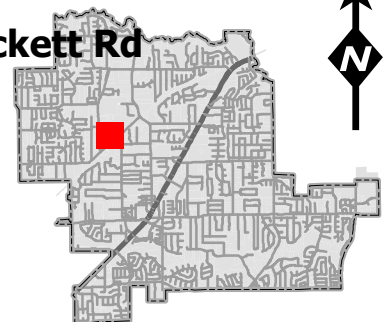
PC20-010

6104 & 6200 Bransford Rd and 6108 LD Lockett Rd

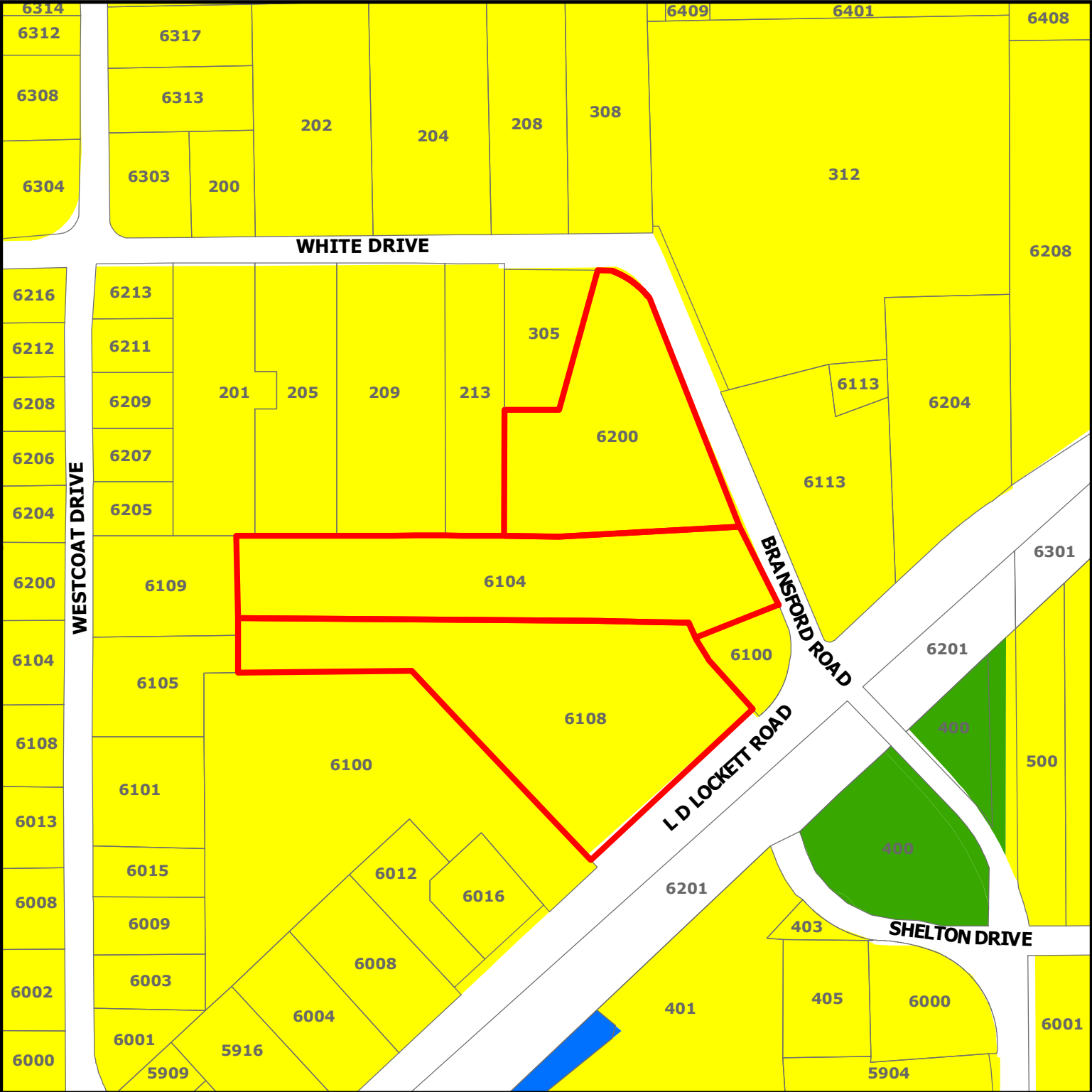


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 Subject Property



Future Land Use Map



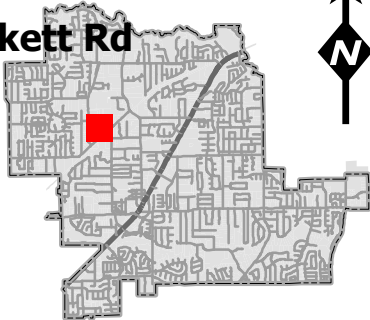
PC20-010

6104 & 6200 Bransford Rd and 6108 LD Lockett Rd

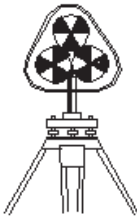


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-  Subject Property
-  Residential
-  Institutional
-  Open Space; Parks



Statement of Planning Objectives



PRISM SURVEYS, INC.

Commercial ▪ Boundary ▪ Topographic ▪ Title & Construction ▪ Residential

3533 Bell Drive
Hurst, Texas 76053
Office: 817-540-8048 & 817-925-8411
Fax: 817-283-1148

November 18, 2020

City of Colleyville
100 Main Street
Colleyville, TX 76034

Attn: Araceli Botello

Re: Replat submittal items for
Wescoat Place Revised
Lot 1R1, Block 1 & Lot 2AR2, Block 3

Dear Sir,

This letter is intended to address the plat submittal item normally required for initial submittal.

The property shown on the plat being submitted is comprised of Lot 1R in Block 1 of Westcoat Place Addition and a portion of two previously platted Lots known as Lot 6 and Lot 7, in Block 3 of Wescoat Place Addition, and Lot 2AR, Block 3 of Wescoat Place Addition and a portion of Lot 7, in Block 3 of Wescoat Place Addition. The owners of these properties are Darryl and Bettye Heath and Jesse and Holly Bray. They desire to combine their respective properties into a single lot, one owned by the Heath Family and one lot owned by the Bray family.

Mr. Heath and Mr. Bray have informed me that no structures or improvements are or will be planned for the portions of the property that are not currently developed. No extensions of utilities are necessary and no new taps will be needed.

Therefore we respectfully request that the requirement for Preliminary Utility Plans, Preliminary Drainage Analysis, Engineering Construction Plans, Drainage Study and Traffic Impact Analysis be waived for the submittal of this plat.

If you have any questions please contact me at 817-540-8048.

Thank You,
Michael Linke R.P.L.S.
Prism Surveys, Inc.
3533 Bell Drive
Hurst, Texas 76053
817-540-8048
817-283-1148(fax)

Existing Conditions Aerial Exhibit



PROPERTY DESCRIPTION

BING a description of a 6.671 acre tract of land situated
the O.C. STRUD SURVEY DISTRICT NO. 1487, is the City of
Calleyville, Tarrant County, Texas and being Lot 2A(1) in
Block 3 of Westcoat Place an addition to the City of
Calleyville as shown on the Plat recorded in Cabinet A, at
Slide 11838 of the Plat Records of Tarrant County, Texas
and a tract of land conveyed to Jesse K. Bray and Holly L.
Bray evidenced by deed number D-028699 dated August
D-028600793 of the Deed Records of Tarrant County,
Texas. Said 6.671 acre tract being more fully described as
follow:

BEGINNING at a metal chain link fence post on the present north right-of-way line of L.D. Lockett Road (a variable width right-of-way) and being the most easterly east corner of said Lot 2AR1;

THENCE South 48 deg. 35 min. 36 sec. West, along the northeast line of said L.D. Lockett Road, a distance of 409.07 feet to a chiseled "X" set atop a fence column;

THENCE North 89 deg. 11 min. 55 sec. West, along a common line between said Lot 2AR1 and said Lot 2BR, a distance of 331.73 feet to a 1/2-inch steel rod with a red plastic cap stamped "Prism Survey" set for corner and being the southeast corner of Lot 3R, in Block 2 of Westcott Place an addition to the City of Coleville as shown on the Plat recorded in Cabinet A, at Slide 10722 of the Plat Records of Tarrant County, Texas;

THENCE North 00 deg. 44 min. 07 sec. East, departing said Lot 2892, at a distance of 784.1 feet passing a 5/8 inch steel rod found on the northeast corner of said Lot 382, at a distance of 95.10 feet, passing a 1/2-inch steel rod found for corner at the northeast corner of said Lot 2AR1 and continuing along the west line of the previously mentioned Jesse Bray tract for a total of 254.54 feet to a 1/2-inch steel rod found for corner on the south line of Westcott Plat in addition to the City of Coleville as shown on the Plat recorded under instrument No. D21972184 of the Plat Records of Tarrant County, Texas;

THENCE South 00 deg 12 min 03 sec West a distance of

THENCE South 00 deg. 12 min. 03 sec. West, a distance of 80.73 feet to a 5/8-inch steel rod with cap stamped "B" & "D" found for corner;

THENCE South 00 deg. 20 min. 58 sec. West, a distance of 80.38 feet to a 5/8-inch steel rod with a plastic cap stamped "B & D" found for corner and being on the north line of previously mentioned Lot 2ART;

THENCE South 23 deg. 33 min. 50 sec. East, along a northeast line of said Lot 2AR1, a distance of 34.36 feet

THENCE South 31 deg. 13 min. 06 sec. East, a distance of 39.52 feet to a 5/8-inch steel rod found in concrete at the most west corner of Lot 5 in Block # of Westcott Place Addition, an addition to the City of Coleville as shown on the Plat recorded in Volume 385-2, at Page 49 of the Shasta-Siskiyou-Turner County Superior Court Records.

THENCE South 41 deg. 51 min. 47 sec. East, along the common line between said Lot 2A21 and said Lot 3, a distance of 131.90 feet to the POINT OF BEGINNING and containing 6.671 acres or 290,597 square feet of land more or less.

TREE AERIAL
PROPOSED
LOT 2AR2, BLOCK 3
SCOAT PLACE REVISED

AN ADDITION TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, BEING A REPLAT OF LOT 2AR1, BLOCK 3, OF WESCOAT PLACE ACCORDING TO THE PLAT RECORDED IN CABINET A, AT SLIDE 11838 OF THE PLAT RECORDS OF TARRANT COUNTY, TEXAS AND A 2.181 ACRE TRACT SITUATED IN THE O. C. STRUM SURVEY ABSTRACT NO. 1487, IN THE CITY OF COLLEYVILLE, TARRANT COUNTY TEXAS.

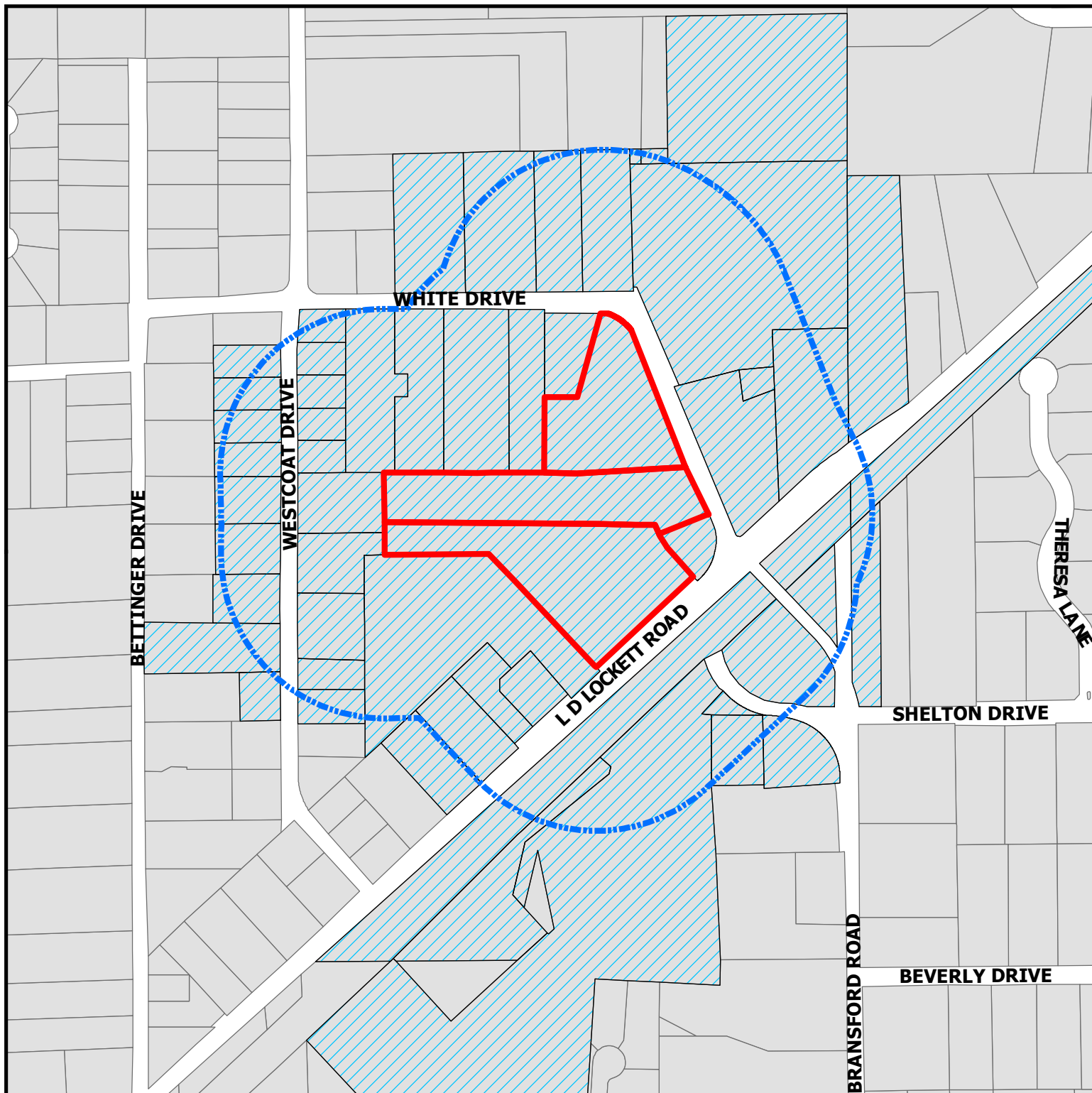
ONE LOT- 6.671 ACRES
PREPARED: OCTOBER 11, 2020

PRISM SURVEYS, INC.
FIRM NO. 101325-00



COMMERCIAL, RESIDENTIAL,
BOUNDARY, TOPOGRAPHIC,
TITLE & CONSTRUCTION SURVEYS
3533 BELL DRIVE
HURST, TEXAS 76053
(817) 540-8048
(817) 283-1148 (FAX)
EMAIL: mike@prism-surveys.com

Notification Map

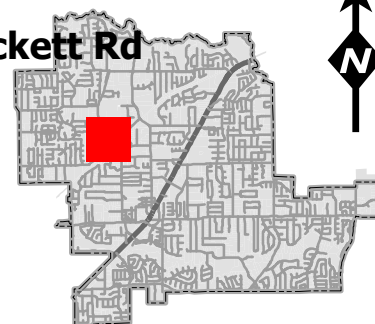


PC20-010

6104 & 6200 Bransford Rd and 6108 LD Lockett Rd

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-  Subject Property
-  500ft Buffer
-  Properties within 500ft



Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
WITMAN, GEORGE	405 SHELTON DR	COLLEYVILLE, TX	76034	405 SHELTON DR
BATESON FAMILY TRUST	209 WHITE DR	COLLEYVILLE, TX	76034	209 WHITE DR
JOHN & WANDA BENNETT TRUST	6013 BETTINGER DR	COLLEYVILLE, TX	76034	6013 BETTINGER DR
ONDARZA, GEORGE	500 EVERGREEN DR	HURST, TX	76054	6108 WESTCOAT DR
SIMPLER, RUSSELL	6205 WESTCOAT DR	COLLEYVILLE, TX	76034	6205 WESTCOAT DR
JOINT REVOCABLE TRUST OF DANIE	312 WHITE DR	COLLEYVILLE, TX	76034	312 WHITE DR
REGIONAL RAIL ROW CO	PO BOX 660163	DALLAS, TX	75266	6301 L D LOCKETT RD
BRAY, JESSE K	6108 LD LOCKETT RD	COLLEYVILLE, TX	76034	6108 L D LOCKETT RD
SCHAEFFERS, DEAN W	6104 WESTCOAT DR	COLLEYVILLE, TX	76034	6104 WESTCOAT DR
BREWER, MARY B	6208 WESTCOAT DR	COLLEYVILLE, TX	76034	6208 WESTCOAT DR
MELENDEZ, HENRY & CHELSEA	6208 L D LOCKETT RD	COLLEYVILLE, TX	76034	6208 L D LOCKETT RD
GREYSTONE MANOR LP	6401 WESTCOAT DR	COLLEYVILLE, TX	76034	6401 WESTCOAT DR
PACE, JOHN C	6004 LD LOCKETT RD	COLLEYVILLE, TX	76034	6004 L D LOCKETT RD
MORGAN, PAIGE	208 WHITE DR	COLLEYVILLE, TX	76034	208 WHITE DR
KIDD, WALTER EST	304 AZALEA DR	GRAPEVINE, TX	76051	6008 WESTCOAT DR
JEDRUSIAK, NAOMI	305 WHITE DR	COLLEYVILLE, TX	76034	305 WHITE DR
GREYSTONE MANOR LP	6401 WESTCOAT DR	COLLEYVILLE, TX	76034	6401 WESTCOAT DR
LADD, BARBARA J	6000 BRANSFORD RD	COLLEYVILLE, TX	76034	6000 BRANSFORD RD
RHODES, JAMES	6213 WESTCOAT DR	COLLEYVILLE, TX	76034	6213 WESTCOAT DR
HANKINS, TRACEY	6206 WESTCOAT DR	COLLEYVILLE, TX	76034	6206 WESTCOAT DR
HYDE, R W	202 WHITE DR	COLLEYVILLE, TX	76034	202 WHITE DR
MOSCHEL, JEFFREY	6209 WESTCOAT DR	COLLEYVILLE, TX	76034	6209 WESTCOAT DR
DOSSEY, JAMES A	6211 WESTCOAT DR	COLLEYVILLE, TX	76034	6211 WESTCOAT DR
MORRISON, TROY	6113 BRANSFORD RD	COLLEYVILLE, TX	76034	6113 BRANSFORD RD
PEKURNEY, BROOKE	204 WHITE DR	COLLEYVILLE, TX	76034	204 WHITE DR
BARRY, HENRY L	6207 WESTCOAT DR	COLLEYVILLE, TX	76034	6207 WESTCOAT DR
ONCOR ELECTRIC DELIVERY CO LLC	PO BOX 139100	DALLAS, TX	75313	6001 L D LOCKETT RD
MORRISON, TROY	6113 BRANSFORD RD	COLLEYVILLE, TX	76034	6113 BRANSFORD RD
DODSON, EDWARD GINO	213 WHITE DR	COLLEYVILLE, TX	76034	213 WHITE DR
DOODY, KEVIN J	401 W LD LOCKETT RD	COLLEYVILLE, TX	76034	6212 WESTCOAT DR
GREYSTONE MANOR LP	6401 WESTCOAT DR	COLLEYVILLE, TX	76034	6409 WESTCOAT DR
BROWN, WHITNEY C	308 WHITE DR	COLLEYVILLE, TX	76034	308 WHITE DR
HOUGLAND, STACI	6200 WESTCOAT DR	COLLEYVILLE, TX	76034	6200 WESTCOAT DR
TATE, ARVEL	6683 FM 2264	RHOME, TX	76078	6204 WESTCOAT DR
FITZGERALD, MARILYN S	205 WHITE DR	COLLEYVILLE, TX	76034	205 WHITE DR
ULLRICH, ADAM	6109 WESTCOAT DR	COLLEYVILLE, TX	76034	6109 WESTCOAT DR
FITZGERALD, B J	201 WHITE DR	COLLEYVILLE, TX	76034	201 WHITE DR
DOODY, KEVIN	401 W LD LOCKETT RD	COLLEYVILLE, TX	76034	500 SHELTON DR
VENNER, WILLIAM	6105 WESTCOAT DR	COLLEYVILLE, TX	76034	6105 WESTCOAT DR
HEATH, H DARRYL	6200 BRANSFORD RD	COLLEYVILLE, TX	76034	6200 BRANSFORD RD
HUDSON, LESLEY	6015 WESTCOAT DR	COLLEYVILLE, TX	76034	6015 WESTCOAT DR
STOUT, JONATHAN	6101 WESTCOAT DR	COLLEYVILLE, TX	76034	6101 WESTCOAT DR
FOUR SONS INVESTMENTS LP	6200 BRANSFORD RD	COLLEYVILLE, TX	76034	6104 BRANSFORD RD
G & H GROUP LLC	75 MAIN ST STE 100	COLLEYVILLE, TX	76034	401 SHELTON DR
YU, CHI CHOI	6100 BRANSFORD RD	COLLEYVILLE, TX	76034	6100 BRANSFORD RD
REGIONAL RAIL ROW CO	PO BOX 660163	DALLAS, TX	75266	6201 L D LOCKETT RD
BRAY, JESSE K	6108 LD LOCKETT RD	COLLEYVILLE, TX	76034	6100 L D LOCKETT RD
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	400 SHELTON DR
TURNER FAMILY IRREVOCABLE TRUS	6204 LD LOCKETT RD	COLLEYVILLE, TX	76034	6204 L D LOCKETT RD
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	403 SHELTON DR
BRANUM, MARY ANN	5816 ARBOR RD	FORT WORTH, TX	76180	6008 L D LOCKETT RD
KAMERMAN, DELORIS	6016 LD LOCKETT RD	COLLEYVILLE, TX	76034	6016 L D LOCKETT RD
KIRKHAM, KENNETH	6012 LD LOCKETT	COLLEYVILLE, TX	76034	6012 L D LOCKETT RD
THORESON, JEFFERY	6009 WESTCOAT DR	COLLEYVILLE, TX	76034	6009 WESTCOAT DR
CUTTER RIDGE ESTATES ADDITION	6404 CUTTER RIDGE COURT	COLLEYVILLE, TX	76034	COURTESY NOTICE
ALIANNE ESTATES	6201 THERESA LANE	COLLEYVILLE, TX	76034	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED
HEATH, H DARRYL	6200 BRANSFORD RD	COLLEYVILLE, TX	76034	APPLICANT

Public hearing notices were mailed on January 8, 2021



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, January 25, 2021 at 7:00 p.m.

City Council Meetings: Tuesday, February 2, 2021 at 7:30 p.m.

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

Request: Consideration of a Replat for Lot 1R1, Block 1 and Lot 2AR2, Block 3, Wescoat Place, being Lot 1R, Block 1 & Lots 2AR1 and 6A, Block 3, Wescoat Place. The purpose is to adjust the lot lines between the three properties and plat the properties into 2 single-family residential lots. No new lots proposed.

Zoning Case: PC20-010

Applicant: Daryl Heath

Owner: Daryl Heath, Jesse Bray, and Four Sons Investment LP

Location: 6200 & 6104 Bransford Road and 6108 LD Lockett Road

Property Description: Lot 1R, Block 1 & Lots 2AR1 and 6A, Block 3, Wescoat Place

Present Zoning: R-30 Single Family Residential & R-40 Single Family Residential

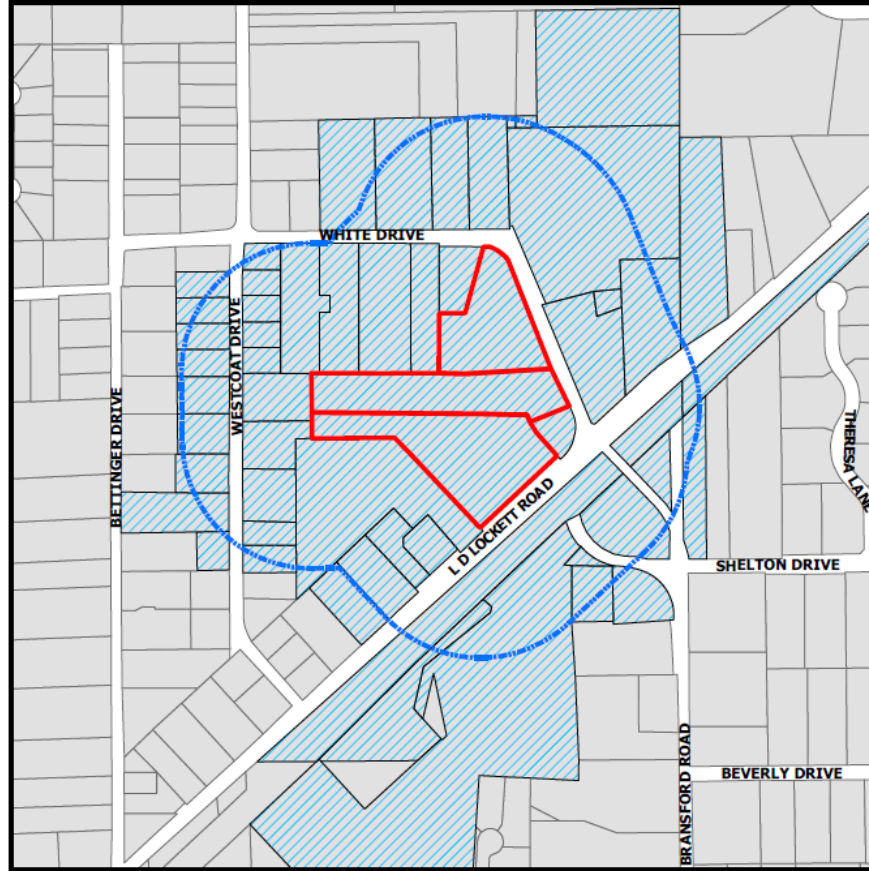
This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a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

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**

NOTICE OF PUBLIC HEARING

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. Action by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request.



The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas. A brief project description can be found online on the Active Development Case map:

<https://www.colleyville.com/government/departments-a-l/community-development/active-development-cases>

For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

RESOLUTION R-21-4584

A RESOLUTION APPROVING A REPLAT FOR LOT 1R1, BLOCK 1, AND LOT 2AR2, BLOCK 3, WESCOAT PLACE

WHEREAS, the Planning and Zoning Commission recommended approval of the replat of Lots 1R, Block 1, and Lots 2AR1 and 6A, Block 3, of the Wescoat Place Addition, on January 25, 2021.

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

Sec. 1. THAT the Replat for Lot 1R1, Block 1 and Lot 2AR2, Block 3 of the Wescoat Place on approximately 11.08 acres, attached as Exhibit "A" - Plat Exhibit, is hereby approved, subject to the following Development Review Committee Comments:

1. Label the plat as a replat.
2. Informational comment, a replat does need to go to the Planning and Zoning Commission and City Council. Please remove the staff approval signature block and include the Planning and Zoning Commission and City Council signature blocks.
3. Lot 2R, Block 1 of Wescoat Place needs to have 7.4 feet dedicated along White Drive to be in compliance with the Master Thoroughfare Plan.
4. The drainage and utility easements need to be increased to 16' to be in compliance with the Land Development Code due to the lots being greater than 200' deep.
5. Please provide utility plans for review due to the abandonment of the lot line between Block3 and Lot 1R, Block 1 Wescoat Place and the existing light poles.
6. Please add these notes to the plat:
 - a) Drainage Easement Restriction: No construction or filling, without the written approval of the City of Colleyville shall be allowed within a drainage easement, and then only after detailed engineering plans and studies show that no flooding will result, that no obstruction to the natural flow of water will result, and subject to all owners of the

property affected by such construction becoming a party to the request. Where construction is permitted, all finished floor elevations shall be a minimum of two feet above the 100-year flood elevation.

- b) Utility Easements: Any public utility, including the City of Colleyville, shall have the right to move and keep moved all or part of any building, fences, shrubs, other growths or improvements which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the easements shown on the plat; and any public utility, including the City of Colleyville, shall have the right at all times of ingress and egress to and from and upon said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, ON THIS THE 2nd DAY OF FEBRUARY 2021.

Mayor Richard Newton _____
 Place 1, Tammy Nakamura _____
 Place 3, Kathy Wheat _____
 Place 4, George Dodson _____

Mayor Pro Tem Bobby Lindamood _____
 Place 5, Chuck Kelley _____
 Place 6, Callie Rigney _____

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
 City Secretary

Richard Newton
 Mayor

STATE OF TEXAS
COUNTY OF TARRANT

MINOR PLAT
LOT 1R1, BLOCK 3 AND
LOT 2AR2, BLOCK 3
WESCOAT PLACE REVISED

PREPARED: OCTOBER 31, 2020
 TWO LOTS - 11.086 ACRES

PRISM SURVEYS, INC.
 10000 BRANSFORD ROAD
 DALLAS, TEXAS 75244
 (972) 800-3887
 EMAIL: prism@prismsurveys.com

OWNER
 FOUR SONS INVESTMENTS, LP
 6200 BRANSFORD ROAD
 DALLAS, TEXAS 75244
 (972) 800-3887
 EMAIL: foursons@prismsurveys.com

OWNER
 JESSE AND GILLI RAY
 6308 L. D. LOCKETT
 DALLAS, TEXAS 75244
 (972) 800-3887
 EMAIL: jay@prismsurveys.com

DATE OF SURVEY: OCTOBER 31, 2020
DATE OF PLAT: OCTOBER 31, 2020
SCALE: 1" = 60'

THIS PLAT RECORDED IN DOCUMENT NO. _____ DATE: _____



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 8b

Agenda Date 2/2/2021

Number Resolution R-21-4585

Type Resolution

Department Community Development

Title

Consideration of a Replat for Lots 10R and 11, Block 2, Oak Knoll North, being Lot 10, Block 2, Oak Knoll North and Tract 3K, Abstract 1038, Hall Medlin Survey, located at 7313 and 7309 Jo Will Street, Case PC20-014

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Reading and Public Hearing

Justin Alexander, the applicant, has submitted a request for a replat of Lots 10R and 11, Block 2, of the Oak Knoll North Addition being Lot 10, Block 2 of the Oak Knoll North Addition and Tract 3K, Abstract 1038, in the Hall Medlin Survey, being approximately 1.302 acres, and zoned R-20 Single Family Residential district. The purpose is to adjust the shared lot between the two properties and plat the properties into 2 single-family residential lots. No new lots are proposed.

Existing Conditions/Background: The subject properties, 7309 and 7313 Jo Will Street, reside on the east side of Jo Will Street and have R-20 zoning.

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

		<u>7309</u>	<u>7313</u>
Minimum Lot Size	20,000 sf.	22,900 sf.	33,789 sf.
Minimum Lot Width	100 feet	±115 feet	159.61 ft.
Minimum Lot Depth	125 feet	194.75 feet	±200 ft.
Front Building Line	30 feet		
Side Building Line	10 feet		
Rear Building Line	25 feet		
Max. Lot Coverage	30%		
Max. Impervious Coverage	60%		

As submitted, the proposed plat meets the requirements of the R-20 zoning as described in the Land Development Code.

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

Analysis: The proposed lots are compatible with the R-20 Single Family Residential district and meet the intent of the City's Comprehensive Master Plan.

Plat Status: The north property is currently platted as 10, Block 2, of the Oak Knoll North Addition. The south property is an unplatted parcel known as Tract 3K, Abstract 1038, in the Hall Medlin Survey.

DRC Review: The DRC met on December 21st and offered the following comments to the applicant:

1. Label the plat as a replat.
2. Please remove the staff approval block and replace with a Planning & Zoning Commission and City Council approval blocks.
3. Provide on a separate document and exhibit showing all the existing permanent structures. Tie in the building corners, so it may be determined that Lot 11 will meet the building setback for the R-20 zoning.

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.

Staff Recommendation: Staff recommends approval of the replat.

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval of the replat at their January 11, 2021 meeting by a vote of 6-1.

Financial Impact

There is no fiscal impact to the City of Colleyville for this item.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Plat Exhibit
5. Notification Map
6. Notification List
7. Property Owner Notification Letter
8. Resolution R-21-4585

Aerial Map



PC20-014

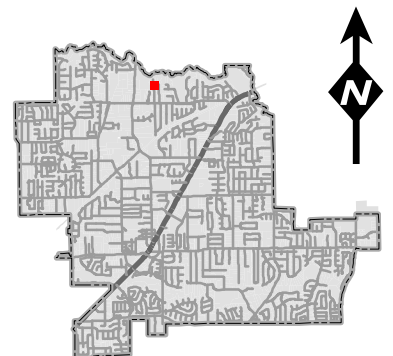
7313 and 7309 Jo Will Street

DISCLAIMER:

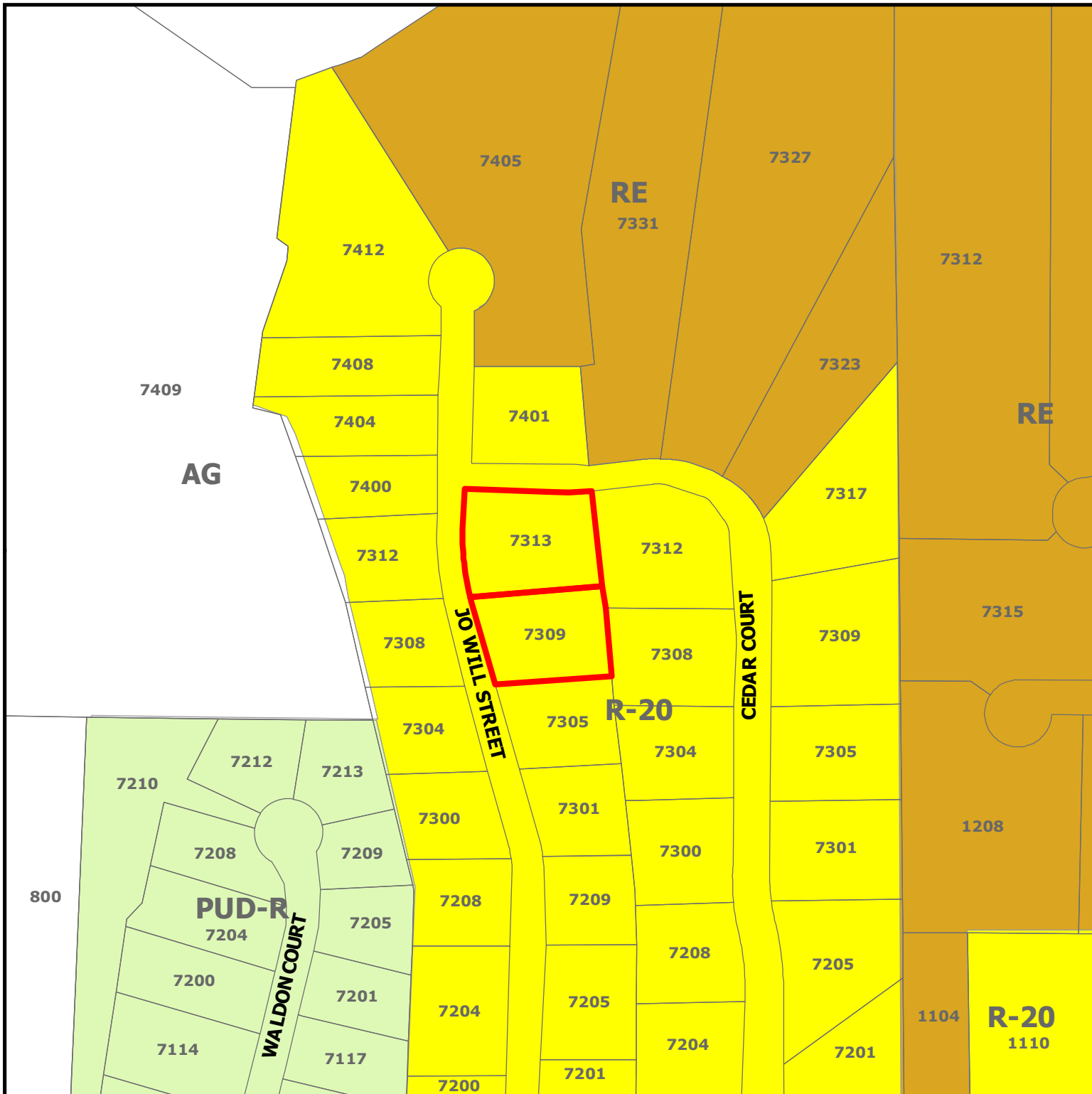
This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which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



Subject Property



Zoning Map



PC20-014

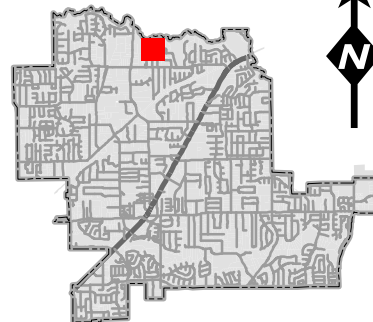
7313 and 7309 Jo Will Street

DISCLAIMER:

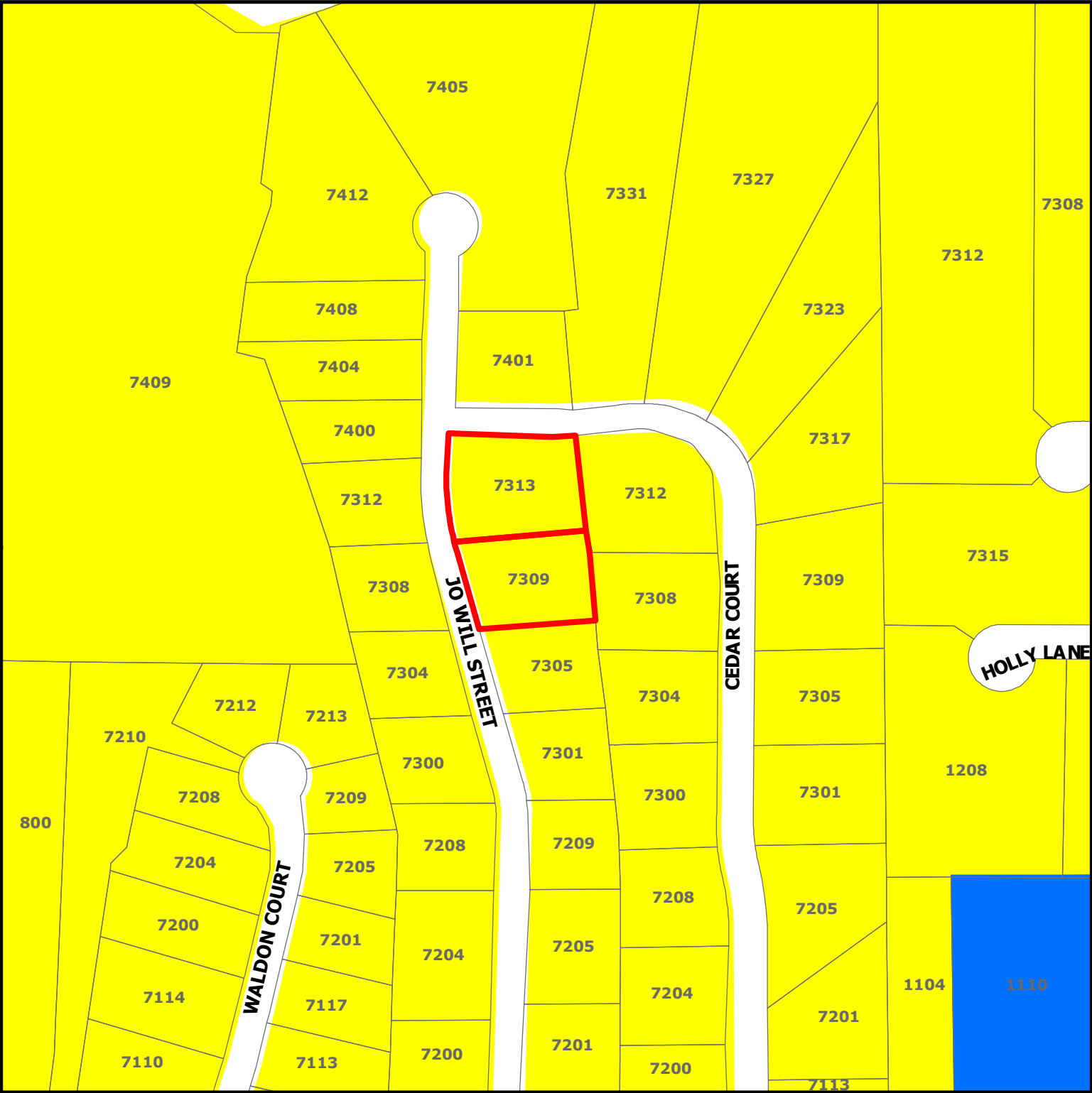
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Subject Property



Future Land Use Map

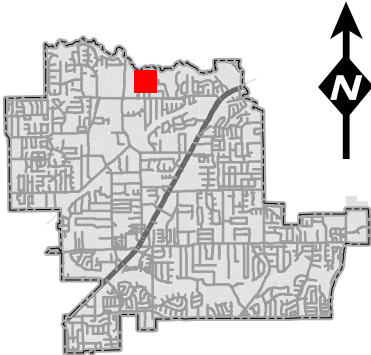


PC20-014

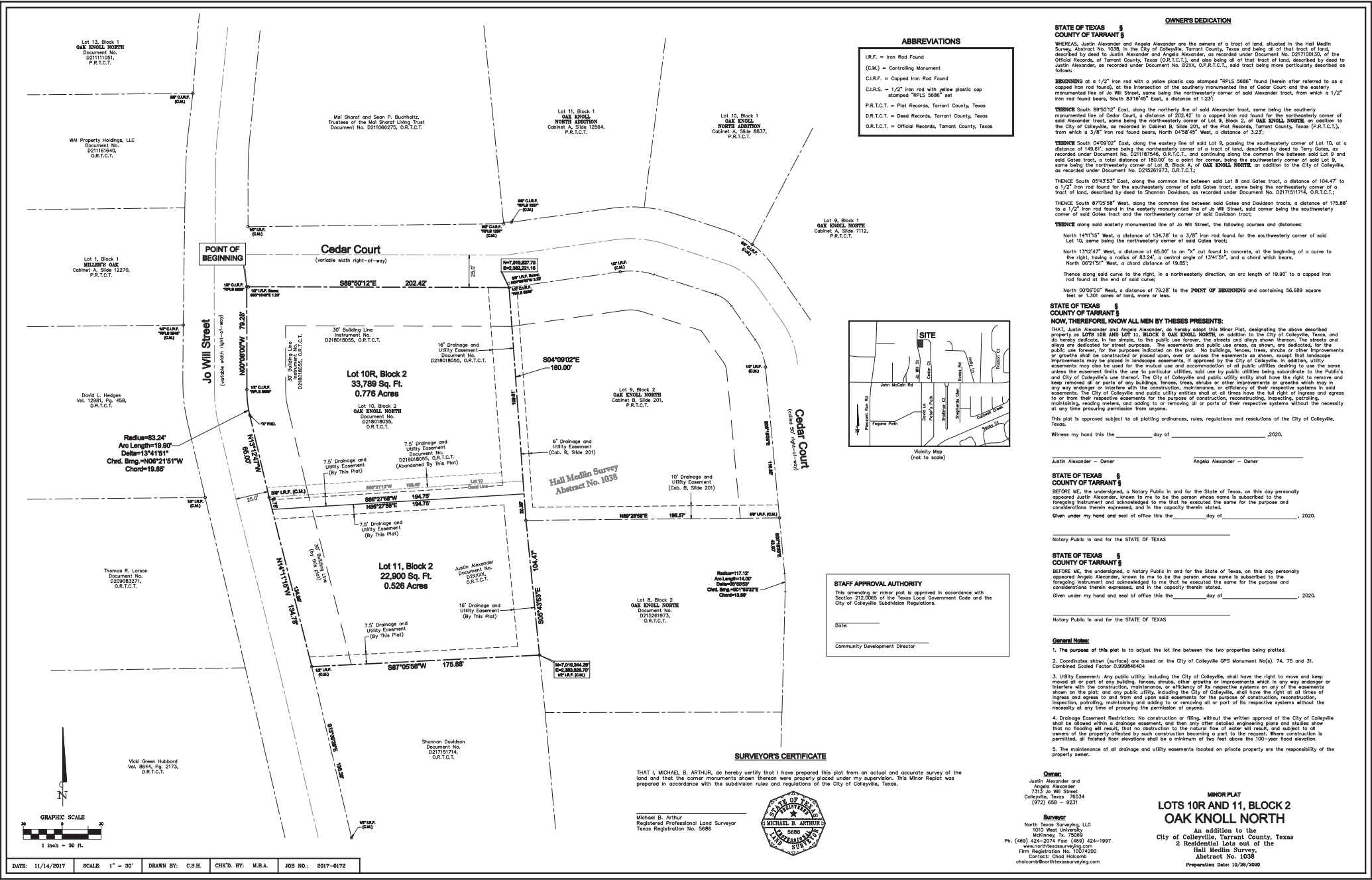
7313 and 7309 Jo Will Street

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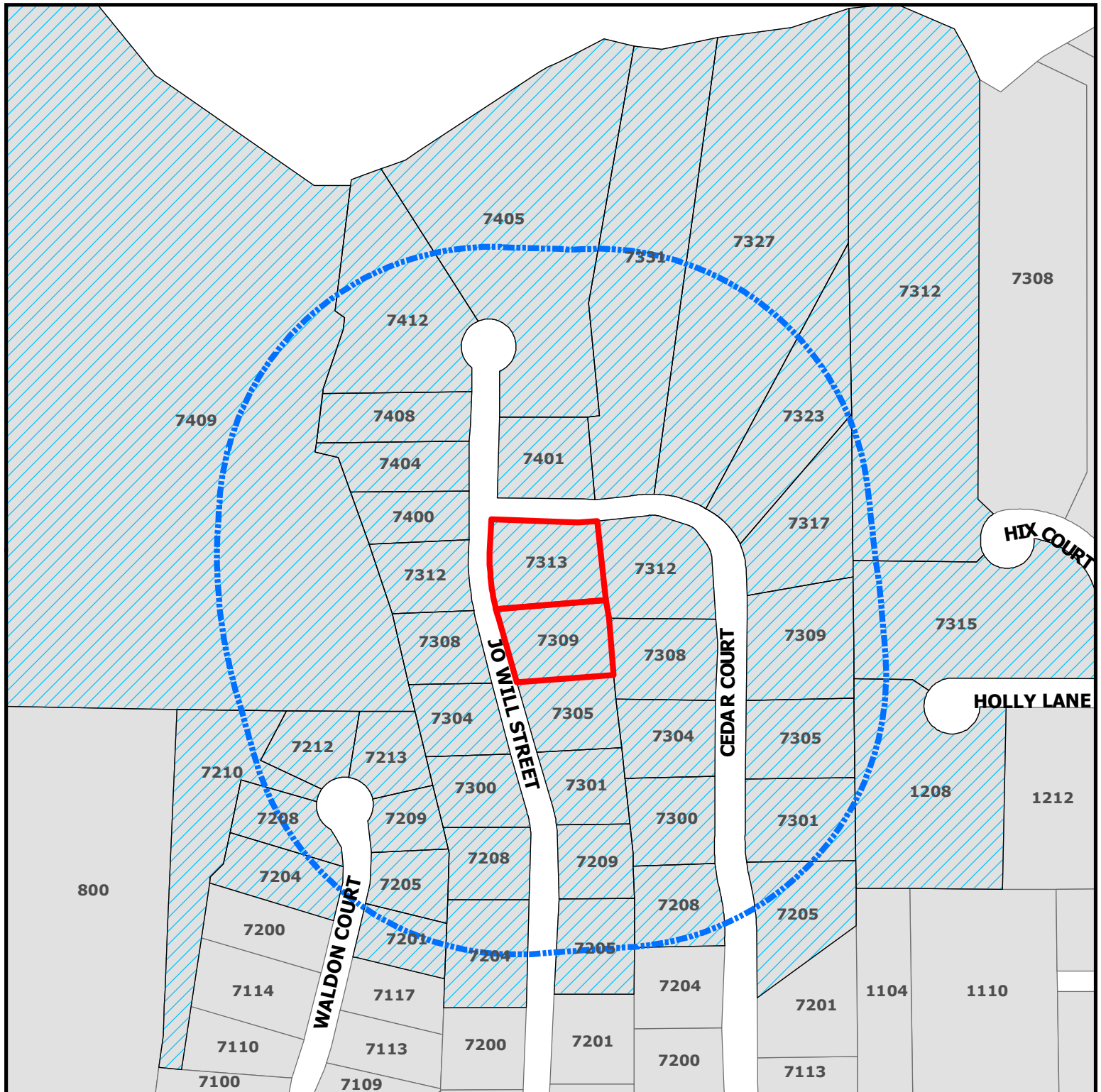
-  Subject Property
-  Residential
-  Institutional



Plat Exhibit



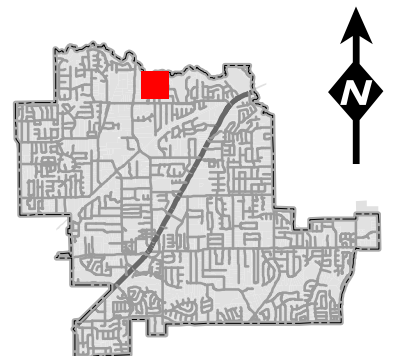
Notification Map



PC20-014 7313 and 7309 Jo Will Street

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-  Subject Property
-  500ft Buffer
-  Properties within 500ft



Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
COFFMAN, BLAINE	7300 CEDAR CT	COLLEYVILLE, TX	76034	7300 CEDAR CT
BURNS, ROBBIE S	7208 JO WILL ST	COLLEYVILLE, TX	76034	7208 JO WILL ST
STONES, BLAKE R	7301 CEDAR CT	COLLEYVILLE, TX	76034	7301 CEDAR CT
SHARAF, MAI	7401 JO WILL ST	COLLEYVILLE, TX	76034	7401 JO WILL ST
MILLER, MARK C	7408 JO WILL ST	COLLEYVILLE, TX	76034	7408 JO WILL ST
HERSHON, DESIREE ANN	7300 JO WILL ST	COLLEYVILLE, TX	76034	7300 JO WILL ST
BALL, DONNA	7305 CEDAR RD	COLLEYVILLE, TX	76034	7305 CEDAR CT
JOHNSON, FELICIA	7205 JO WILL ST	COLLEYVILLE, TX	76034	7205 JO WILL ST
VALDEZ, ERNESTO	7301 JO WILL ST	COLLEYVILLE, TX	76034	7301 JO WILL ST
SLEDGE, CHARLES W	7317 CEDAR CT	COLLEYVILLE, TX	76034	7317 CEDAR CT
GUIRGUIS, WAGUIH	7204 WALDON CT	COLLEYVILLE, TX	76034	7204 WALDON CT
CAMPBELL, RICKY J	7205 CEDAR CT	COLLEYVILLE, TX	76034	7205 CEDAR CT
CORBETT, JAMES	7400 JO WILL ST	COLLEYVILLE, TX	76034	7400 JO WILL ST
TRINITY CHRISTIAN CENTER INC	2442 MICHELLE DR	TUSTIN, CA	92780	7409 PLEASANT RUN RD
HAZEN, RICHARD W	7212 WALDON CT	COLLEYVILLE, TX	76034	7212 WALDON CT
WAI PROPERTY HOLDINGS LLC	6115 WALLER LN	COLLEYVILLE, TX	76034	7404 JO WILL ST
WILLIAMSBURG EST HOA INC	7117 WALDON CT	COLLEYVILLE, TX	76034	7210 WALDON CT
QUINN, DIANA	7304 CEDAR CT	COLLEYVILLE, TX	76034	7304 CEDAR CT
FLEMING, BRYAN A	7312 HIX CT	COLLEYVILLE, TX	76034	7312 HIX CT
LAHODA, THOMAS	3535 BLUFFS LN APT 10102	GRAPEVINE, TX	76051	7312 JO WILL ST
ISELL, J G	7204 JO WILL ST	COLLEYVILLE, TX	76034	7204 JO WILL ST
POLIT, PETER	7208 WALDON CT	COLLEYVILLE, TX	76034	7208 WALDON CT
LIVELY, PETRA	7209 JO WILL ST	COLLEYVILLE, TX	76034	7209 JO WILL ST
NEWTON, RICHARD W	1208 HOLLY LN	COLLEYVILLE, TX	76034	1208 HOLLY LN N
PERDOZA, ANNALEIGH	7309 CEDAR CT	COLLEYVILLE, TX	76034	7309 CEDAR CT
HAWKINS, STEVEN L	7201 WALDON CT	COLLEYVILLE, TX	76034	7201 WALDON CT
TRENOR, GREGG	7405 JO WILL ST	COLLEYVILLE, TX	76034	7405 JO WILL ST
STONES, BLAKE R	7308 CEDAR CT	COLLEYVILLE, TX	76034	7308 CEDAR CT
DAVIDSON, SHANNON	7305 JO WILL ST	COLLEYVILLE, TX	76034	7305 JO WILL ST
ALEXANDER, JUSTIN	7313 JO WILL ST	COLLEYVILLE, TX	76034	7313 JO WILL ST
ROBBINS, MARK B	7327 CEDAR CT	COLLEYVILLE, TX	76034	7327 CEDAR CT
SADLER, MITZI	7213 WALDEN CT	COLLEYVILLE, TX	76034	7213 WALDON CT
GATES, TERRY	7309 JO WILL ST	COLLEYVILLE, TX	76034	7309 JO WILL ST
BHATKI, LEAH S	7323 CEDAR CT	COLLEYVILLE, TX	76034	7323 CEDAR CT
LARSON, THOMAS R	7308 JO WILL ST	COLLEYVILLE, TX	76034	7308 JO WILL ST
HUBBARD, VICKI GREEN	7304 JO WILL ST	COLLEYVILLE, TX	76034	7304 JO WILL ST
LYON, REGINALD O	2520 K AVE STE 700 #287	PLANO, TX	75074	7205 WALDON CT
EKSTAM, CHRISTOPHER L	7315 HIX CT	COLLEYVILLE, TX	76034	7315 HIX CT
TROUNG, RICHARD	7209 WALDON CT	COLLEYVILLE, TX	76034	7209 WALDON CT
PATEL, NIKHIL	7331 CEDAR CT	COLLEYVILLE, TX	76034	7331 CEDAR CT
MULLINS, RICHARD V	7208 CEDAR CT	COLLEYVILLE, TX	76034	7208 CEDAR CT
PAUKEN, DANIEL	7312 CEDAR CT	COLLEYVILLE, TX	76034	7312 CEDAR CT
MANNY, ROGER S	7412 JO WILL CT	COLLEYVILLE, TX	76034	7412 JO WILL ST
WILLIAMSBURG ESTATES ADDITION	7113 WALDON COURT	COLLEYVILLE, TX	76034	COURTESY NOTICE
GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED
ALEXANDER, JUSTIN	3713 JO WILL ST	COLLEYVILLE, TX	76034	APPLICANT

Public hearing notices were mailed on December 23, 2020



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, January 11, 2021 at 7:00 p.m.

City Council Meetings: Tuesday, February 2, 2021 at 7:30 p.m.

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

Request: Consideration of a Replat for Lots 10R and 11, Block 2, Oak Knoll North, being Lot 10, Block 2, Oak Knoll North and Tract 3K, Abstract 1038, Hall Medlin Survey. The purpose is to adjust the lot lines between the two properties and plat the properties into two single-family residential lots. No new lots are proposed.

Zoning Case: PC20-014

Applicant: Justin Alexander

Owner: Justin Alexander

Location: 7313 and 7309 Jo Will Street

Property Description: Lot 10, Block 2, Oak Knoll North and Tract 3K, Abstract 1038, Hall Medlin Survey

Present Zoning: R-20 Single Family Residential

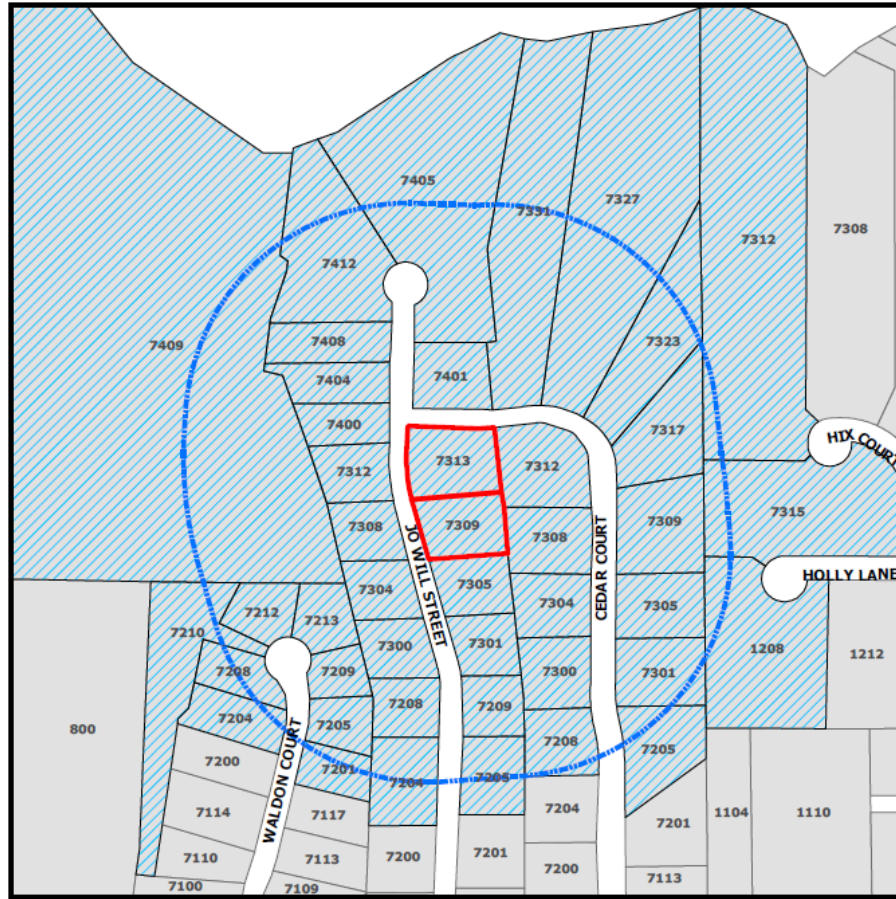
This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a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

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**

NOTICE OF PUBLIC HEARING

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. Action by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request.



The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas. A brief project description can be found online on the Active Development Case map:

<https://www.colleyville.com/government/departments-a-l/community-development/active-development-cases>

For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyer

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

RESOLUTION R-21-4585

**A RESOLUTION APPROVING A REPLAT FOR LOTS 10R AND 11,
BLOCK 2, OF THE OAK KNOLL NORTH ADDITION**

WHEREAS, the Planning and Zoning Commission recommended approval of the replat for Lots 10R and 11, Block 2, of the Oak Knoll North Addition, on February 2, 2021.

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

Sec. 1. THAT the replat, for Lots 10R and 11, Block 2, Oak Knoll North Addition on approximately 1.302 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 2nd DAY OF FEBRUARY 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

[illegible]



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 10

Agenda Date 2/2/2021

Type Report

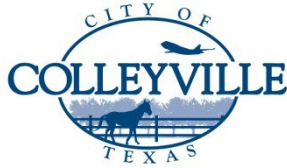
Department City Secretary

Title

Planning and Zoning Commission Minutes - December 14, 2020

Attachments

1. Planning and Zoning Commission Minutes - December 14, 2020



City of Colleyville Planning and Zoning Commission Minutes

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Monday, December 14, 2020

Executive Conference Room

CALL MEETING TO ORDER

The City of Colleyville Planning and Zoning Commission Pre Commission Meeting was called to order by Acting Chair Bevill on December 14, 2020, at 6:16 p.m.

Roll Call

Present: David Groves, Lawrence Williamson, Sayeda Syed, Matt Koch, and Claudia Bevill

Absent: Kimberly Holt Gunderson and George Bond

Staff Present: Ben Bryner, Jacquelyn Reyff, Robert McKeown, Larry Wright, Eddie Tangadunrat, Nicole Corr, and Araceli Botello

Also Present: Council Member George Dodson and Chuck Kelly

Acting Chair Bevill adjourned the Pre Commission at 6:32 p.m. and called the Executive Session to order at 6:32 p.m.

Roll Call

Present: David Groves, Lawrence Williamson, Sayeda Syed, Matt Koch, and Claudia Bevill

Absent: Kimberly Holt Gunderson and George Bond

Staff Present: Ben Bryner, Jacquelyn Reyff, Larry Wright, Nicole Corr, and Araceli Botello

There was general discussion regarding upcoming meeting dates.

1. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE, CHAPTER 551, SUBCHAPTER D

Section 551.071 – Legal – Consultation with attorney on legal issues raised by items on the agenda

Acting Chair Bevill stated that the Executive Session had been called in accordance

with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071. No decisions was made or action taken during this time. Executive Session was adjourned at 6:46 p.m.

CALL MEETING TO ORDER CITY COUNCIL CHAMBERS

The City of Colleyville Planning and Zoning Commission Meeting was called to order by Acting Chair Bevill on December 14, 2020, at 7:00 p.m.

Roll Call

Present: David Groves, Lawrence Williamson, Sayeda Syed, Matt Koch, and Claudia Bevill

Absent: Kimberly Holt Gunderson and George Bond

Staff Present: Ben Bryner, Jacquelyn Reyff, Robert McKeown, Larry Wright, Eddie Tangadunrat, Nicole Corr, and Araceli Botello

Also Present: Council Member George Dodson and Chuck Kelly

1. SWEARING IN OF NEWLY APPOINTED MEMBERS

Recording Secretary, Araceli Botello swore in David Groves to Place 1 and Lawrence Williamson to Place 2 on the Planning and Zoning Commission.

2. ELECTION OF OFFICERS

Commissioner Koch made a motion to nominate Claudia Bevill as Chair. Commissioner Syed seconded the motion.

The motion was carried by the following vote:

Aye: 4 – Groves, Williamson, Syed, and Koch

Nay: 0 -

Abstain: 1 – Bevill

Commissioner Groves made a motion to nominate Kimberly Holt Gunderson as Vice-Chair. Commissioner Williamson seconded the motion.

The motion was carried by the following vote:

Aye: 4 – Groves, Williamson, Koch, and Bevill

Nay: 1 - Syed

3 CITIZEN COMMENTS

There were no citizens wishing to speak.

4. APPROVAL OF MINUTES

Planning and Zoning Commission Minutes - October 26, 2020

Planning and Zoning Commission Minutes – November 9, 2020

Planning and Zoning Commission Minutes – November 23, 2020

Commissioner Koch made a motion to approve the October 26, 2020, November 9, 2020, and November 23, 2020 Planning and Zoning Commission Minutes. Commissioner Syed seconded the motion.

The motion was carried by the following vote:

Aye: 5 – Groves, Williamson, Syed, Koch, and Bevill

Nay: 0

5. PUBLIC HEARING AGENDA ITEMS

5a Consideration of a Replat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, being Lots 1 & 2, Block 1, Newgren Addition and Lot 2X, Block E, Old Grove Addition, located at 103 & 105 John McCain Road and 7189 Cast Iron Forest Trail, Case PC20-006, TABLED FROM THE NOVEMBER 9, 2020 PLANNING AND ZONING COMMISSION MEETING

Chair Bevill requested a motion to remove item from the table.

Commissioner Williamson made a motion to remove Case PC20-006 from the table. Commissioner Groves seconded the motion

The motion was carried by the following vote:

Aye: 5 – Williamson, Bevill, Syed, Koch, and Groves

Nay: 0

Ben Bryner presented the item and briefed the Commission.

City Engineer, Larry Wright, came forward and briefed the Commission

regarding the City's Land Development Code's Chapter 9 – Subdivision Design & Public Facilities regulations and drainage easements.

The public hearing was opened at 7:19 p.m.

Jennifer Johnson, 203 Colden Court, came forward and spoke in opposition to the case. Mrs. Johnson addressed concerns regarding the retention pond, drainage, storm water, safety, and trees preservation.

The applicant, Matthew Maly, 6500 W Freeway, Suite 700, Fort Worth, came forward and briefed the Commission. Mr. Maly addressed the concerns brought forth by Mrs. Johnson regarding the flow to the Y-inlet in lieu of the pond, drainage, water detention, sheet flow in Y-inlet, 1 foot deep ditch, safety, 100 year flood requirements, and tree preservation.

With no one wishing to speak, the public hearing was closed at 7:35 p.m.

City Engineer, Larry Wright, came forward and addressed the comments brought forth by Mr. Maly. Mr. Wright addressed the water and contour lines direction, re-routing of sheet flow water, consent of property owner(s) per Land Development Code, concerns of code violation, and consideration by the applicant to generate water flow through underground pipe, proposed location of underground pipe, and location & distance of the drainage easement.

Commissioner Syed excused herself from the meeting at 7:41 p.m.

Chair Bevill opened the public hearing at 7:42 p.m.

Mark Johnson, 203 Colden Court, came forward and spoke in opposition to the case. Mr. Johnson addressed concerns regarding drainage and tearing of driveway, fencing, and landscape.

With no one wishing to speak, the public hearing was closed at 7:45 p.m.

The applicant, Matthew Maly, 6500 W Freeway, Suite 700, Fort Worth, came forward and addressed concerns brought forth by the citizens. Mr. Maly addressed the proposed plan for aboveground drainage system and eliminating the need to tear down driveways or placing a second underground pipe line drainage system parallel to the existing underground drainage system.

City Engineer, Larry Wright, came forward and addressed the comments brought forth by Mr. Maly. Mr. Wright addressed the option of replacing the existing underground pipe for a larger pipe of the underground drainage system and avoid placing a second underground drainage system parallel to the existing underground drainage system due to concerns of proximity by damaging the existing system during construction of the second system or

during any future repairs of the systems.

With no one wishing to speak, the public hearing was closed at 7:49 p.m.

Commissioner Groves made a motion to deny Case PC20-006. Commissioner Koch seconded the motion.

The motion was carried by the following vote:

Aye: 4 – Groves, Williamson, Koch, and Bevill

Nay: 0

5b Consideration of a Special Use Permit for an Accessory Building to exceed the maximum building height when located within the rear yard setback, being Lot 7, Block 6, Woodbriar Estates Addition, located at 3713 Sweetbriar Lane, Case ZC20-029

Jacquelyn Reyff presented the item and briefed the Commission.

The applicant, Jason McDougal, 3713 Sweetbriar Lane, came forward and briefed the Commission. Mr. McDougal answered questions of the Commission regarding seeking a permit, roof, and building material.

The public hearing was opened at 8:00 p.m.

Robert Powell, 3712 Rosebriar Lane, came forward and spoke in opposition to the case. Mr. Powell addressed concerns regarding changing the neighborhood, permits, and drainage.

Richard Duggan, 3704 Rosebriar Lane, came forward and spoke in opposition to the case. Mr. Duggan addressed concerns regarding drainage and the size of the proposed structure.

Robert Powell, 3712 Rosebriar Lane, came forward addressed concerns regarding the accessory buildings and permits issued for the property owner located at 3717 Sweetbriar Lane.

The applicant, Jason McDougal, 3713 Sweetbriar Lane, came forward and addressed the concerns brought forth from surrounding property owners. Mr. McDougal addressed adding a drainage system, the difference between his proposed project and the property owner located at 3717 Sweetbriar Lane, clarify that the property owner without a special use permit is located at 3805 Oakbriar Lane.

Richard Duggan, 3704 Rosebriar Lane, came forward and addressed concerns

regarding the applicant's floor plan proposing an office and a restroom.

Staff came forward and addressed the concerns brought forth regarding the applicant's proposed floor plan.

With no one wishing to speak, the public hearing was closed at 8:15 p.m.

There was general discussion amongst staff and the Commission regarding the location of the building structure, height of the structure, and the applicant's variance request.

Commissioner Koch made a motion to deny Case ZC20-029. Commissioner Groves seconded the motion

The motion was carried by the following vote:

Aye: 4 – Groves, Williamson, Koch, and Bevill

Nay: 0

5c Consideration of a Special Use Permit for a Massage Therapy use on Lot 1R1, Block 1, Foster Addition, located at 5200 Colleyville Boulevard, Suite C, Case ZC20-030

Jacquelyn Reyff presented the item and briefed the Commission.

The applicant, Zhongying Zhue, 5200 Colleyville Boulevard, came forward with her translator, Yeoman and briefed the Commission. Ms. Zhue answered question of the Commission regarding the business change in ownership, if applicant owned other massage business elsewhere, business experience in massage therapy, number of employees, business set-up, licensing, number of employees, and requirements for license of other employees in the business.

The public hearing was opened at 8:25 p.m. With no one wishing to speak, the public hearing was closed at 8:25 p.m.

Commissioner Williamson made a motion to approve Case ZC20-030. Commissioner Groves seconded the motion

The motion was carried by the following vote:

Aye: 4 – Groves, Williamson, Koch, and Bevill

Nay: 0

5d Consideration of a Special Use Permit for an Accessory Building to encroach into the required street side yard setback on Lot 2, Block

3R, Woodbriar Estates West Addition, located at 111 W. Greenbriar Lane, Case ZC20-031

Jacquelyn Reyff presented the item and briefed the Commission. Mrs. Reyff answered questions of the Commission regarding the basis for staff's recommendation of denial for the case.

The public hearing was opened at 8:35 p.m.

The applicants, Robert Grubbs and Jonathan Grubbs, 111 W. Greenbriar Lane, came forward and briefed the Commission. The applicants answered questions of the Commission regarding the number of driveways, gated fencing, height of the proposed structure, the intent use of the structure, consideration to relocate the structure, and consideration of a different height for the structure.

With no one wishing to speak, the public hearing was closed at 8:41 p.m.

There was general discussion amongst the Commission regarding the understanding of the request by the homeowner due to the history and location of the proposed structure, the noncompliance of the proposed request, the visual aesthetics, the structure's location, the proposal does not meet the Land Development Code, and the size of the requested variance exceeds the standard.

Commissioner Groves made a motion to deny Case ZC20-031. Commissioner Koch seconded the motion

The motion was carried by the following vote:

Aye: 4 – Groves, Williamson, Koch, and Bevill

Nay: 0

6. AJOURMENT

The meeting adjourned at 8:45 p.m.

The minutes were written and prepared by:



Araceli Botello

Planning Technician

The meeting minutes were approved on January 25, 2021 by a vote of 7-0.

RESOLUTION R-21-4586

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
FEBRUARY 2, 2021**

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 2ND DAY OF FEBRUARY 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor