



AGENDA

**CITY COUNCIL WORK SESSION
City of Garland
Duckworth Building, Goldie Locke Room
217 North Fifth Street
Garland, Texas
December 1, 2014
6:00 p.m.**

DEFINITIONS:

Written Briefing: Items that generally do not require a presentation or discussion by the staff or Council. On these items the staff is seeking direction from the Council or providing information in a written format.

Verbal Briefing: These items do not require written background information or are an update on items previously discussed by the Council.

Regular Item: These items generally require discussion between the Council and staff, boards, commissions, or consultants. These items are often accompanied by a formal presentation followed by discussion.

**[Public comment will not be accepted during Work Session
unless Council determines otherwise.]**

NOTICE: The City Council may recess from the open session and convene in a closed executive session if the discussion of any of the listed agenda items concerns one or more of the following matters:

(1) Pending/contemplated litigation, settlement offer(s), and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct. Sec. 551.071, TEX. GOV'T CODE.

(2) The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Sec. 551.072, TEX. GOV'T CODE.

(3) A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Sec. 551.073, TEX. GOV'T CODE.

(4) Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Sec. 551.074, TEX. GOV'T CODE.

(5) The deployment, or specific occasions for implementation of security personnel or devices. Sec. 551.076, TEX. GOV'T CODE.

(6) Discussions or deliberations regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect of the sort described in this provision. Sec. 551.087, TEX. GOV'T CODE.

(7) Discussions, deliberations, votes, or other final action on matters related to the City's competitive activity, including information that would, if disclosed, give advantage to competitors or prospective competitors and is reasonably related to one or more of the following categories of information:

- generation unit specific and portfolio fixed and variable costs, including forecasts of those costs, capital improvement plans for generation units, and generation unit operating characteristics and outage scheduling;
- bidding and pricing information for purchased power, generation and fuel, and Electric Reliability Council of Texas bids, prices, offers, and related services and strategies;
- effective fuel and purchased power agreements and fuel transportation arrangements and contracts;
- risk management information, contracts, and strategies, including fuel hedging and storage;
- plans, studies, proposals, and analyses for system improvements, additions, or sales, other than transmission and distribution system improvements inside the service area for which the public power utility is the sole certificated retail provider; and
- customer billing, contract, and usage information, electric power pricing information, system load characteristics, and electric power marketing analyses and strategies. Sec. 551.086; TEX. GOV'T CODE; Sec. 552.133, TEX. GOV'T CODE]

1. Written Briefings:

a. Electric Utility System Refunding Bonds, New Series 2015

Council is requested to consider refunding approximately \$17 million Electric Utility System Revenue Bonds, Series 2006. The refunding transaction will reduce total debt service by approximately \$2.5 million. If Council concurs, this item will be scheduled for formal consideration at the January 20, 2015 Regular Meeting.

b. General Obligation Commercial Paper Program

The General Obligation Tax-Exempt Commercial Paper Program was initially approved in 2002. The program has been a low-cost financing tool for the 1991, 1997, and 2004 voter authorized bond programs. The contractual agreements for the current commercial paper program will expire in January 2015. Council is requested to consider terminating existing agreements and authorizing agreements for new commercial paper dealer services and new liquidity facility provider services. If Council concurs, this item will be scheduled for formal consideration at the January 20, 2015 Regular Meeting.

c. General Obligation Refunding Bonds, Series 2015A

The General Obligation Commercial Paper Program, Series 2012 will expire in January 2015. Council is requested to consider refunding approximately \$25 million variable rate General Obligation Commercial Paper notes, Series 2012 by issuing fixed rate General Obligation Refunding Bonds, Series 2015A. If Council concurs, this item will be scheduled for formal consideration at the January 20, 2015 Regular Meeting.

d. General Obligation Refunding Bonds, Series 2015B

General Obligation Refunding Bonds, Series 2007B was issued to refund General Obligation Bonds, Series 2005B which was issued in conjunction with the development of Harbor Point. A provision of the Series 2005B and 2007B bonds is the interest rate structure. Interest rates were capped to a below market rate for the period 2005 to 2015. For the period 2006 to 2025, interest rates reset to 15%. Council is requested to consider refunding approximately \$22.4 million General

Obligation Bonds, Series 2007B with General Obligation Refunding Bonds, Series 2015B prior to the interest rate reset. If Council concurs, this item will be scheduled for formal consideration at the January 20, 2015 Regular Meeting.

Item	Key Person
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2. Verbal Briefings:

a. Garland Youth Council Report

Dattomo

The Garland Youth Council will provide an update on their “Teen Talk” event that was held on March 29, 2014.

b. Transportation Report

Schaffner

Dean International, the City’s transportation consultant, will update Council on the following:

- *Transportation Program Updates*
 - *IH-635*
 - *Next Steps*
 - *IH-30*
 - *Annual Missions Update*
- *Strategic Events Update*
- *Advocacy Group Update*
- *Transportation Updates*
 - *TEX-21*
 - *Regional Policy*
 - *Federal Policy*
 - *State Update*

**c. Austin Transportation
Legislative Meetings**

B. J. Williams/Dodson

At the request of Council Members B. J. Williams and Lori Barnett Dodson, Mayor Pro Tem Jim Cahill will brief Council on the transportation legislative meetings that were held in Austin on November 20 and 21.

d. Downtown Square Design Options **Dodson/B. J. Williams**

At the request of Council Members Lori Barnett Dodson and B. J. Williams, a presentation will be made regarding the design options prepared for the Downtown Square. These options were created by a consultant team and have been previously presented for public review. Formal review by Council to determine a final design will take place in the third quarter of 2015.

3. Regular Items:

a. Recyclables Processing and Marketing Agreement **Banks**

The current extension to the Recyclables Processing and Marketing Agreement with Republic Services to transport, process, and sell recyclable materials from the City's Residential/Commercial Recycling Program, Drop-Off Recycling Center, and Workplace Recycling Program will expire on December 31, 2014. Council is requested to authorize staff to initiate a new agreement with Community Waste Disposal, LLP.

b. Review of Neighborhood Vitality Grant Applications **Montgomery**

The Community Services Committee reviewed three Neighborhood Vitality Grant applications at their November 17, 2014 meeting and is forwarding the applications to be considered by Council.

c. Garland Development Code (GDC) **Montgomery**

At its November 10, 2014 meeting, the Plan Commission completed its consideration of comments received through the GDC public review and hearing process, and has forwarded its recommendations for adoption of the draft GDC and Zoning Map to Council.

4. Discuss Appointments to Boards and Commissions **Council**

- *Scott Roberts – Plan Commission (District 1)*
- *Harlan Ray Seagren – Garland Cultural Arts Commission (District 1)*
- *Deo Sookdeo – Community Multicultural Commission (District 1)*

5. Consider the Consent Agenda **Council**

A member of the City Council may ask that an item on the consent agenda for the next regular meeting be pulled from the consent agenda and considered separate from the other consent agenda items. No substantive discussion of that item will take place at this time.

6. Announce Future Agenda Items **Council**

A member of the City Council, with a second by another member, or the Mayor alone, may ask that an item be placed on a future agenda of the City Council or a committee of the City Council. No substantive discussion of that item will take place at this time.

7. Adjourn **Council**



Meeting: Work Session

Date: December 1, 2014

Policy Report

ELECTRIC UTILITY SYSTEM REFUNDING BONDS, NEW SERIES 2015

ISSUE

Consider refunding approximately \$17 million Electric Utility System Revenue Bonds, Series 2006

OPTIONS

1. Authorize staff to refund \$17 million Electric Utility System Revenue Bonds, Series 2006.
2. Do not approve a bond refunding transaction.

RECOMMENDATION

Option No. 1 – authorize staff at the January 20, 2015 Regular Meeting refund \$17 million Electric Utility System Revenue Bonds.

COUNCIL GOAL

Financially Stable City Government – approval of this recommendation will produce significant debt service savings for the Electric Utility System.

BACKGROUND

Due to a continuation of low interest rates, the City of Garland has an opportunity to refund \$16.9 million Electric Utility System Bonds, Series 2006. The refunding transaction will reduce total debt service by approximately \$2.5 million. The debt service savings will be spread equally over fiscal years 2016 – 2026. The exact amount of savings is subject to market conditions between now and the transaction closing date.

CONSIDERATION

First Southwest, the City's Financial Advisor, is recommending the refunding of debt to realize the debt service savings. The potential savings equates to a net present value savings of 13% of the debt being refunded.

ATTACHMENTS

None.

Submitted By:

David Schuler
Chief Financial Officer

Date: November 24, 2014

Approved By:

William E. Dollar
City Manager

Date: November 24, 2014



Meeting: Work Session

Date: December 1, 2014

Policy Report

GENERAL OBLIGATION COMMERCIAL PAPER PROGRAM

ISSUE

The General Obligation Tax-Exempt Commercial Paper Program was initially approved in 2002. The program has been a low cost financing tool for the 1991, 1997, and 2004 voter authorized bond programs. The contractual agreements for the current commercial paper program will expire in January, 2015. Staff is requesting Council to consider terminating existing agreements and authorizing agreements for new commercial paper dealer services and new liquidity facility provider services.

OPTIONS

1. Authorize staff to terminate General Obligation Commercial Paper program, Series 2012 and establish General Obligation Commercial Paper program, Series 2015
2. Do not approve termination of Series 2012 and establishing Series 2015.

RECOMMENDATION

Option No. 1 – authorize staff at the January 20, 2015 Regular Meeting to terminate the existing commercial paper program and establish a new commercial paper program.

COUNCIL GOAL

Financially Stable City Government – approval of this recommendation will produce General Obligation debt service savings and will permit staff to effectively manage the debt service tax rate.

BACKGROUND

Commercial paper (CP) is a short-term debt instrument that has been used to fund the General Obligation Capital Improvement Program since 2002. CP is variable rate debt that is issued with maturities ranging from 1 to 270 days. Interest is paid at each maturity date but principal is rolled to a new maturity date by issuing replacement commercial paper. This process continues until long-term debt is issued at a fixed rate to refinance the outstanding commercial paper.

Commercial Paper is issued only when needed to meet cash flow needs instead of in advance like fixed rate General Obligation bonds. As directed by Council, the CP program does not extend the City's debt because the combined life of the commercial

paper and refunding bonds does not exceed twenty (20) years. Each commercial paper program has typically been approved for three (3) years and fixed rate bonds have been issued for a maximum of seventeen (17) years.

Authorization of a new CP dealer and liquidity facility provider will permit staff to issue debt at short-term interest rates for the purposes approved by voters in the 1997 and 2004 bond programs. Recent commercial paper rates are in the 0.10% - 0.15% range. Rates for long-term fixed rate debt are approximately 2.80% - 3.50%. The difference between short-term and long-term rates generates significant savings.

The current commercial paper dealer agreement and liquidity facility agreement were approved in December, 2012. Staff is currently in discussions with the current commercial paper dealer and the current liquidity facility provider to determine the feasibility of continuing their service for the Series 2015 program.

CONSIDERATION

The benefits of continuing the General Obligation Commercial; Paper program include:

- Commercial paper is issued only when needed;
- Commercial paper is issued at short-term interest rates which are much lower than long-term fixed rate debt;
- The combination of the commercial paper program and fixed rate debt do not extend debt service payments beyond 20 years.

ATTACHMENTS

None.

Submitted By:

David Schuler
Chief Financial Officer

Date: November 24, 2014

Approved By:

William E. Dollar
City Manager

Date: November 24, 2014



Meeting: Work Session

Date: December 1, 2014

Policy Report

GENERAL OBLIGATION REFUNDING BONDS, SERIES 2015A

ISSUE

Consider refunding approximately \$25 million variable rate General Obligation Commercial Paper notes, Series 2012 by issuing fixed rate General Obligation Refunding Bonds, Series 2015A

OPTIONS

1. Authorize staff to refund \$25 million GO Commercial Paper notes into fixed rate debt.
2. Do not authorize refunding.

RECOMMENDATION

Option No. 1 – authorize staff at the January 20, 2015 Regular Meeting to refund \$25 million GO Commercial Paper notes

COUNCIL GOAL

Financially Stable City Government – approval of this recommendation will permit staff to effectively manage the debt service tax rate.

BACKGROUND

Commercial paper (CP) is a short-term debt instrument that has been used to fund the General Obligation Capital Improvement Program since 2002. CP is variable rate debt that is issued with maturities ranging from 1 to 270 days. Interest is paid at each maturity date but principal is rolled to a new maturity date by issuing replacement commercial paper. This process continues until long-term debt is issued at a fixed rate to refinance the outstanding commercial paper.

The General Obligation Commercial Paper Program, Series 2012 will expire in January, 2015. Staff is proposing to refund approximately \$25 million outstanding commercial paper notes with fixed rate debt. A proposed new General Obligation Commercial Paper Program will continue to finance the General Obligation Capital Improvement Program.

CONSIDERATION

Refunding the currently outstanding General Obligation Commercial Paper Program, Series 2012 notes is a continuation of the tax rate management strategy developed by staff to help avoid future debt service tax rate increases.

ATTACHMENTS

None.

Submitted By:

David Schuler
Chief Financial Officer

Date: November 24, 2014

Approved By:

William E. Dollar
City Manager

Date: November 24, 2014



Meeting: Work Session

Date: December 1, 2014

Policy Report

GENERAL OBLIGATION REFUNDING BONDS, SERIES 2015B

ISSUE

Consider refunding approximately \$22.4 million General Obligation Bonds, Series 2007B with General Obligation Refunding Bonds, Series 2015B.

OPTIONS

1. Authorize staff to refund \$22.4 million GO debt.
2. Do not authorize refunding.

RECOMMENDATION

Option No. 1 – authorize staff at the January 20, 2015 Regular Meeting to refund \$22.4 million General Obligation Bonds, Series 2007B

COUNCIL GOAL

Financially Stable City Government – approval of this recommendation will permit staff to effectively manage the debt service tax rate.

BACKGROUND

General Obligation Refunding Bonds, Series 2007B was issued to refund General Obligation Bonds, Series 2005B. Series 2005B was issued in conjunction with the development of Harbor Point. A Tax Increment Reinvestment Zone (TIRZ) took effect on January 1, 2005 to generate revenues to support the Series 2005B debt service.

General Obligation Refunding Bonds, Series 2007B restructured the Series 2005B debt in a manner which deferred the largest portion of principal and interest payments to the final ten years of a 20 year amortization period. A provision of the Series 2005B and Series 2007B bonds is the interest rate structure. Interest rates were capped to a below market rate for the period 2005 to 2015. For the period 2016 to 2025, interest rates reset to 15%.

The City's strategic plan has been to establish TIRZ revenues in 2005 and allow revenues to grow and match debt service payments over the 20 year amortization

period. The refunding of Series 2007B prior to the interest rate reset has been targeted to occur in Fiscal Year 2015.

General Obligation Bonds, Series 2005B and General Obligation Refunding Bonds, Series 2007B were taxable for Internal Revenue Service purposes because the proceeds were used in conjunction with private development. General Obligation Refunding Bonds, Series 2015B will also be a taxable debt issue. Interest rates are projected to average 2.50% over the 10 year amortization period.

CONSIDERATION

Refunding General Obligation Refunding Bonds, Series 2007B is a continuation of the tax rate management strategy developed by staff to help avoid future debt service tax rate increases.

ATTACHMENTS

None.

Submitted By:

David Schuler
Chief Financial Officer

Date: November 24, 2014

Approved By:

William E. Dollar
City Manager

Date: November 24, 2014



City Council Item Summary Sheet

Work Session

Date: December 1, 2014

Agenda Item

Garland Youth Council Report

Summary of Request/Problem

The Garland Youth Council will provide an update on their "Teen Talk" event that was held on March 29, 2014.

Recommendation/Action Requested and Justification

Council discussion.

Submitted By:

Approved By:

William E. Dollar
City Manager



City Council Item Summary Sheet

Work Session

Date: December 1, 2014

Agenda Item

Transportation Report

Summary of Request/Problem

Dean International, the City's transportation consultant, will update Council on the following:

- Transportation Program Updates
 - IH-635
 - Next Steps
 - IH-30
 - Annual Missions Update
- Strategic Events Update
- Advocacy Group Update
- Transportation Updates
 - TEX-21
 - Regional Policy
 - Federal Policy
 - State Update

Recommendation/Action Requested and Justification

Council discussion.

Submitted By:

Approved By:

William E. Dollar
City Manager



City Council Item Summary Sheet

Work Session

Date: December 1, 2014

Agenda Item

Austin Transportation Legislative Meetings

Summary of Request/Problem

At the request of Council Members B. J. Williams and Lori Barnett Dodson, Mayor Pro Tem Jim Cahill will brief Council on the transportation legislative meetings that were held in Austin on November 20 and 21.

Recommendation/Action Requested and Justification

Council discussion.

Submitted By:

Approved By:

William E. Dollar
City Manager



City Council Item Summary Sheet

Work Session

Date: December 1, 2014

Agenda Item

Downtown Square Design Options

Summary of Request/Problem

At the request of Council Members Lori Barnett Dodson and B. J. Williams, a presentation will be made regarding the design options prepared for the Downtown Square. These options were created by a consultant team and have been previously presented for public review. Formal review by City Council to determine a final design will take place in 2015.

Recommendation/Action Requested and Justification

No action needed; this is presented for information only.

Submitted By:

**Anita Russelmann
Director of Planning**

Approved By:

**William E. Dollar
City Manager**



Meeting: Work Session

Date: December 1, 2014

Policy Report

RECYCLABLES PROCESSING AND MARKETING AGREEMENT

ISSUE

The current extension to the Recyclables Processing and Marketing Agreement with Republic Services to transport, process and sell recyclable materials from the City's Residential/Commercial Recycling Program, Drop-Off Recycling Center, and Workplace Recycling Program will expire on December 31, 2014. A new Agreement is needed to avoid disruption in the processing of recyclable materials.

OPTIONS

1. Authorize staff to initiate a Recyclables Processing and Marketing Agreement with Community Waste Disposal, LLP
2. Take no action.

RECOMMENDATION

Staff recommends Option 1

COUNCIL GOAL

Financially Stable Government with Tax Base that Supports Community Needs
Consistent Delivery of Reliable City Services

BACKGROUND

The City of Garland entered into a Recyclables Processing and Marketing Agreement in May 2012 with Republic Services for the transporting, processing, and marketing of recovered materials collected from the City's Residential/Commercial Recycling Programs, Drop-Off Recycling Center, and City Workplace Recycling Program.

The term of this Agreement was for a period of one year from the effective date. The City and Republic Services had the option to extend this Agreement for up to four (4) additional mutually agreed one (1) year periods upon the same terms and conditions upon written agreement no later than one hundred twenty (120) days prior to the end of any extended period.

RECYCLABLES PROCESSING AND MARKETING AGREEMENT

Page 2

The Agreement was renewed in May 2013. Upon request for a second renewal option in May 2014, Republic Services would not extend the renewal option unless the City accepted proposed changes to this Agreement. The changes proposed were as follows: charge for compactors and receiver box equipment; reduction in processing facility operating hours; decrease in gross revenue split; decrease in processing fee excluding glass with an additional fee for contamination; change fuel/transportation fee from a monthly flat rate to fee per haul plus fuel surcharge; change in methodology and frequency of audits; and negotiation of contract terms. The proposed changes were not financially advantageous to the City of Garland. Staff held a number of meetings with Republic Services representatives but was unsuccessful in reaching a consensus. However, out of necessity to avoid disruption in the processing of recyclable materials, an extension to the Agreement was reached with Republic Services under the proposed terms and conditions until December 31, 2014

Recently, Staff solicited Requests for Proposals (RFP) to receive information from processors outlining their approach to servicing the City's recycling programs. Three (3) proposals were received: Community Waste Disposal, LLP (CWD), Waste Management (WM) and Republic Services (RS). The RFP documents were reviewed by an evaluation team comprised of EWS Staff, Senior Budget Analyst, Purchasing Department Procurement Representative and Burns & McDonnell consulting firm Senior Project Manager. The team recommends entering into a Recyclables Processing and Marketing Agreement with CWD based on best value evaluation criteria and a financial comparison of proposals.

ATTACHMENT

Attachment A: Financial Comparisons of Proposals

Submitted By:

Lonnie R. Banks
Managing Director
Environmental Waste Services

Date: November 21, 2014

Approved By:

William E. Dollar
City Manager

Date: November 21, 2014

Attachment A

Financial Comparison of Proposals

	CWD	Waste Management	Republic
Average Gross Revenue per Ton ¹	\$79.77	\$97.19	\$92.70
Revenue Share Percentage	60%	80%	65%
Revenue Share per Ton	\$47.86	\$77.75	\$60.25
Processing Fee per Ton	(\$52.32)	(\$90.08)	(\$58.28)
Net per Ton before Hauling and Education	(\$4.45) ²	(\$12.33) ³	\$1.97 ³
Public Education per Ton	0	\$2.08	\$2.08
Hauling Expenses per Ton	(\$1.25)	(\$44.74)	(\$20.66)
Total Per Ton with Hauling and Education	(\$5.70)	(\$54.99)	(\$16.61)

1. Based on 5,777 annual tons
2. CWD will carry forward any losses in a given month until there is revenue available to offset the losses. CWD will clear any losses at the end of each contract period (1 year and 4 mutually agreed renewals).
3. Waste Management and Republic will not charge the City for any losses when processing costs exceed revenues.



Meeting: Work Session

Date: December 1, 2014

Policy Report

NEIGHBORHOOD VITALITY MATCHING GRANT

ISSUE

Review Neighborhood Vitality applications

OPTIONS

1. Approve applications as submitted.
2. Approve applications with modifications
3. Deny approval of applications

RECOMMENDATION

The Community Services Committee is forwarding three applications submitted to City Council for consideration. Unless Council directs otherwise, staff will place an item on the December 16, 2014 agenda for formal action regarding these applications.

COUNCIL GOAL

Safe, Family-Friendly Neighborhoods

BACKGROUND

Proposition 6 was approved by Garland voters in May 2004 and included \$5,000,000 for the Neighborhood Vitality Matching Grant Program. Council has previously indicated that funds would be made available annually for neighborhood improvement projects. The Community Services Committee reviewed three applications on November 17, 2014. Preliminary bids obtained by the applicants total \$192,209. Of this amount, funding requests total \$148,763 with the difference of \$43,446 coming from matching funds provided by the applicants.

Staff is recommending that portions of two grant applications are eligible for funding through the Matching Grant and that one is ineligible. This would bring the eligible total project costs to \$27,947. Of this amount the funding requests total \$22,632 with the difference of \$5,315 coming from matching funds provided by the applicant. Costs may vary after awards are made and final bids are received.

CONSIDERATION

1. According to the program guidelines, approximately \$500,000 will be available annually for the grant program. These funds will be appropriated as part of the annual Capital Improvement Program for approved Neighborhood Vitality projects.
2. Staff has reviewed the applications to ensure compliance with the program guidelines. Issues identified during the review process are indicated on the project summary sheets.

ATTACHMENTS

- Project Summaries
- Neighborhood Vitality Matching Grant Guidelines

Submitted By:

Anita Russelmann
Director of Planning

Date: November 21, 2014

Approved By:

William E. Dollar
City Manager

Date: November 24, 2014

Neighborhood Vitality Matching Grant

Project Summary

Association/Group: Firewheel Estates HOA

Project Name: Irrigation System and Sidewalk Repair

Council District: 1

Project Cost: \$125,082

Fund Request: \$ 93,811

Match: \$ 31,271

Eligible Project Cost: \$0

Project Description

The applicant is requesting funding for sidewalk repairs, and installation of a drip irrigation system, as well as new landscaping.

Comments

- The 50/50 program is the appropriate program for sidewalk repairs.
- Installation of the irrigation system is an operational cost.
- Landscaping replacement is not compliant with current water restrictions.

Staff Recommendation

This project is not eligible for funding through the matching grant.

Neighborhood Vitality Matching Grant

Project Summary

Association/Group: Firewheel Farms No. 2
Project Name: Landscaping & Drip Irrigation
Council District: 1

Project Cost: \$24,999
Fund Request: \$21,249
Match: \$3,750

Eligible Project Cost: \$2,740
Eligible Fund Request: \$2,466
Eligible Match Portion: \$274

Project Description

The applicant would like to install a drip irrigation system in the Muirfield Rd. median from Sunningdale Dr. to Rivercove Dr. as well as add new landscaping with low watering needs. They also want to install landscaping lighting to the 700 and 900 block of the median.

Comments

- The installation of additional landscaping is not in compliance with the current water restrictions.
- Installation of drip irrigation system is an operational expense and is not appropriate for funding through the matching grant.

Staff Recommendation

The new landscaping and drip irrigation system installation is not eligible through the matching grant, but the landscape lighting is eligible.

Neighborhood Vitality Matching Grant

Project Summary

Association/Group: Travis College Hill Addition

Project Name: Neighborhood Improvement

Council District: 2

Project Cost: \$42,128

Fund Request: \$33,703

Match: \$8,425

Eligible Project Cost: \$25,207

Fund Request: \$20,166

Match: \$5,041

Project Description

The applicant is requesting funding for sidewalk repairs, lighting installation, sign toppers and neighborhood recognition signs.

Comments

- The 50/50 program is the appropriate program for sidewalk repairs.

Staff Recommendation

The new sidewalk repairs are not eligible for funding through the matching grant. Lighting installation, sign toppers and neighborhood recognition signs are eligible.

Neighborhood Vitality Matching Grant Guidelines

PURPOSE



The City of Garland promotes and supports community efforts that contribute to vital neighborhoods. The City Council has allocated funds through the Neighborhood Vitality Matching Grant Program to stimulate and enhance opportunities for residents to address neighborhood concerns and special needs. As we approach build out, we recognize the need to creatively plan and partner with residents to ensure that Garland as a whole continues to be a place where families and businesses want to invest their time and money.

PROGRAM DESCRIPTION

The grant program is designed to provide assistance to specific neighborhood projects that provide a public benefit thereby promoting a stronger, safer, and healthier community. The City will enter into agreements with organized, active, registered homeowner and neighborhood associations or groups that organize for the specific purpose of completing a neighborhood improvement project (See terms of Neighborhood Vitality Agreement.) within the City of Garland. These agreements will pertain to, but are not limited to the following types of physical improvement projects:



- ❖ Entry features (new construction)
- ❖ Landscape design and improvements
- ❖ Neighborhood enhancement features such as sidewalk and lighting improvements
- ❖ Neighborhood recognition signage
- ❖ Screening Walls (new construction and renovations)
 - Individual persons or businesses are not eligible to receive funding.
 - Religious organizations and businesses may not apply as the primary applicant, but may partner with organized associations or groups to successfully accomplish a project that will provide an area benefit.
 - Two or more associations or groups may collaborate to plan and implement a neighborhood improvement project.
 - City staff may also partner with a neighborhood group or groups to plan and implement projects in accordance with the Strategy for Vital Neighborhoods.
 - **Funds may not be used for maintenance type projects.**
 - **Program funds may not be used to replace an association's operating budget.**
 - **Projects must not require on-going maintenance from the City of Garland.**
 - **Projects must not conflict with city policies or codes.**
 - **Expenditures incurred or project commitments made prior to the grant program are not eligible for funding.**

TERMS OF NEIGHBORHOOD VITALITY AGREEMENT



Grantee must be an established entity. Association by-laws and registration should be provided along with the application packet. If the entity is registered with the Office of Neighborhood Vitality, confirm that the registration form is current and that a copy of the association's by-laws are on file.

A neighborhood group may organize for the sole purpose of completing a neighborhood improvement project. A notarized document outlining the group name, purpose, and project contacts must be provided with the application. City staff is available to assist in the planning and establishment of new associations or groups.

Grants will not exceed \$100,000. Each association or group will be expected to provide a match based on the size and scope of the project, neighborhood size, and operating budget. The association match may include cash contributions, materials, or sweat equity where applicable at the rate of \$12.00 per hour with the exception of professional services, which will be rated at the fair market value for the type of service provided.

Funding Priorities and Restrictions. Projects will be ranked according to the municipal benefit. Each project will be evaluated on the basis of how well it addresses the City of Garland's goals for safe, vital neighborhoods. The association or group must actively seek the involvement of area residents in the planning and implementation of the project. When there are more projects requested than funding will allow, the following criteria will be used to determine funding priorities:

- ❑ Projects that serve to revitalize older or declining neighborhoods will receive higher priority than newer neighborhoods.
- ❑ Projects that impact major thoroughfares will receive a higher priority than those that impact interior streets.
- ❑ Projects that further neighborhood goals and complement other public improvements will be chosen for their increased community benefit.

Applicants are eligible to receive up to \$100,000 within a five-year time-frame. The completion date of the applicant's first project will serve as the benchmark for the five-year timeframe.

An association may not apply for additional funding if a previous grant project has not been completed.

APPLICATION PROCESS

Application Deadlines

Applications for projects are accepted twice a year from neighborhood-based associations or groups and must be submitted on the approved application form provided by the Office of Neighborhood Vitality. Applications may be obtained from the City of Garland website, <http://www.garlandtx.gov> or by calling 972-205-3864. Completed applications should be mailed to:



City of Garland
Office of Neighborhood Vitality
PO Box 469002
Garland, TX 75046-9002
Attention: Felisa Conner

Funding is available each fiscal year beginning October 1, 2004. Applications will be accepted twice a year, September 1st and March 1st. Should either of these dates fall on a holiday, Saturday or Sunday, the following business day will apply.

Funding Proposal

The association or group will submit an approved application form with a complete description of the project and subsequent maintenance. The application will be used as a guide for drafting the formal agreement and must include the following information:

Contact Names and Association Description

The description shall list names and telephone numbers of officers of the association or group who have the authority to enter into the agreement. Included in this portion of the work plan will be the date of incorporation or registration with the Office of Neighborhood Vitality. If the group is organized for the sole purpose of completing this project, a notarized letter of intent is required (See terms of Neighborhood Vitality Agreement).

Project Purpose

The project purpose shall include the identification of the benefits to the neighborhood and the City of Garland. This shall include a description of enhancements, what problems the project is to solve, and how it will solve them as well as any other information supporting your application.

Project Plan

Provide a description of the proposed project. Fully disclose all elements of the project. Failure to do so may result in the denial or cancellation of the project.

Project Funding

Include itemized list of projected costs. This shall include how the cost estimate was developed. List the funding requested from the City of Garland, matching funds from the association, and any other in-kind donations. **Project estimates from reputable contractors must be included.**

Maintenance Plan

A maintenance plan will include a description for the on-going maintenance of the project as well as methods of maintenance. Materials, which do not require a high level of maintenance, should be used. Staff will ensure through this aspect of the work plan that the project will not act to change the current level of maintenance performed by the City of Garland in areas for which the City is responsible.

Additional Information

Applicants should provide supporting documents such as:

- Photographs of the proposed project area;
- Plans or maps indicating the project in relation to the neighborhood and surrounding community;
- Signed maintenance agreements and conditions; and
- Letters of intent to provide matching funds, in-kind donations, labor, or materials.

Application Review

Applications will be read and evaluated by a technical review committee consisting of members from various city departments to insure that the minimum criteria are met. Any group that does not meet the funding criteria will be notified. The committee will present funding recommendations to the Garland City Council who will make the final award decisions.

All Neighborhood Vitality applications will be rated using the following criteria. As you plan the project and prepare the application, please be sure the application addresses each area.

Criteria	Scoring Weight	Explanation of Criteria
Neighborhood Status/ Maturity	20	The condition and age of the neighborhood demonstrates a need for intervention.
Community Benefit	20	Project proposes a good approach to a neighborhood problem and helps improve the quality of life in the neighborhood and/or aesthetics of the area.
Project Feasibility	20	The project is cost effective, achievable, realistic, sufficiently funded, no on-going maintenance required from the City of Garland.
Community Involvement	15	Demonstrated participation of residents in planning and application process.
Environmental Impact	10	Implementation or completion of the project will not negatively impact the environment or surrounding area.
Match	10	Match is realistic and appropriate to the project. Letters of intent are provided for in-kind donations or cash.
Other	5	Uniqueness of the project, innovative or groundbreaking.
TOTAL SCORE		

DISBURSEMENT OF FUNDS

The applicant will act as the General Contractor for most approved projects. Funds for the project will be disbursed by the city after monitoring and evaluation of the project.

An applicant may not begin to incur costs to be paid by the Neighborhood Vitality Grant before signing a funding agreement with the City of Garland.

Applicant must expend required match as indicated in the proposal prior to the expenditure of City funds.

CANCELLATION OF PROJECTS

Failure to meet the terms of the Funding Agreement may result in the cancellation of the project and a one-year application restriction. **Applicants must begin implementation within 12 months of City Council approval to avoid termination of the project.** Requests for time extensions must be submitted to the Office of Neighborhood Vitality in writing.

MATCH REQUIREMENTS

Match requirements will be based on the association's fiscal strength and the cost of the project. The following is a standard guideline for match.

Project Cost	Match Requirement	Type of Match
\$10,000 or less	10%	May include cash, in-kind donations, labor and/or materials
\$10,000.01-25,000	15%	Same as above
\$25,000.01-50,000	20%	Same as above
\$50,000.01 and above	25%	At least half of the match must be a cash match, the remainder may include in-kind donations, labor, and/or materials

- ❑ The type of match must be appropriate to the needs of the proposed project.
- ❑ All volunteer labor is valued at \$12.00 per hour except in the case of professional services.

PROJECT DEVELOPMENT TIPS



1. Choose a project that will generate as much community support as possible and that addresses a known problem or concern. Talk to your neighbors to encourage involvement. This effort will also work to create a sense of community in your neighborhood.
2. If your area is not currently organized, contact the Office of Neighborhood Vitality to begin the organization process. Organized associations should call to register with the city.
3. Begin your work plan by listing the activities needed to accomplish the community goal. Some initial research may be necessary to prepare your funding proposal.
4. Determine what resources are needed and develop a preliminary budget.
5. Determine the type and the percentage of match you can provide for completion of the project.
6. Review all application requirements before you begin.
7. Contact the Neighborhood Vitality Manager for technical assistance in completing the application.
8. Create a timeline that includes the application, review, and tentative implementation time. This will also be helpful in your discussions with city staff and keeping your neighbors abreast of the project.
9. Do not assume that the application review committee is familiar with your neighborhood. Document and support your proposed project.
10. A complete application includes all documentation and attachments.
11. Late applications will not be accepted.
12. Please do not bind applications. Do not include tabbed dividers or staples.



Meeting: Work Session

Date: December 1, 2014

Policy Report

CONSIDERATION OF THE GARLAND DEVELOPMENT CODE (GDC)

ISSUE

At its November 10, 2014 meeting, the Plan Commission completed its consideration of comments received through the GDC public review and hearing process, and has forwarded its recommendation for adoption of the draft GDC and Zoning Map to City Council.

OPTIONS AND RECOMMENDATION

The Plan Commission considered the public hearing comments during its October 13th and 27th, and November 10th meetings. The Commission's recommended revisions to the draft GDC and Zoning Map are attached.

COUNCIL GOAL

Sustainable Quality Development and Redevelopment

BACKGROUND

Based on comments received during the joint public hearings held on September 11th, 18th and 25th a list of items was compiled for further consideration. A summary of the comments received during the hearings is attached, along with Staff response to each speaker's comments. The items identified as directly related to the GDC include 1) regulation of RV Parks, 2) programmable sign regulations for attached signs and for freestanding signs on nonresidential sites in residential districts, 3) home occupations, 4) certain Downtown district requirements and 5) tiny houses. In addition, concerns were raised regarding the proposed zoning designation on a site currently zoned Freeway within the IH 30 corridor, as well as specific wording changes to certain sections of the GDC. Each of these items is described in the Considerations along with the revisions forwarded by the Commission.

CONSIDERATIONS

1. RV Parks: A proposal was brought forward earlier this year to establish an RV Park on property zoned Freeway (FW) and Agriculture (AG) districts within the IH 30 corridor. Neither the current Zoning Ordinance nor the draft GDC provides a regulatory mechanism to allow RV Parks. During the GDC public hearing process, a request was made by Craig Turner, President of Via Bayou, Inc. to consider revising the draft GDC to allow RV Parks in Garland.

The Plan Commission recommended that RV Parks be allowed with approval of a Planned Development District based in the Light Commercial District and the special standards outlined in the document attached to this report.

2. Programmable Signs: Two issues were raised by speakers during the public hearing process with regard to the programmable sign regulations adopted by City Council in 2011. The first issue was that non-residential sites within residential zoning districts (such as churches and schools) cannot have pole-mounted programmable signs. The limitation on sign type, size and height in residential districts applies to non-programmable signs as well. The second issue was that programmable signs are allowed only as freestanding signs and are not allowed as attached signs (in any district, for any type of use).

The Plan Commission recommended that pole-mounted signs, both programmable and non-programmable, should be permitted on non-residential sites within a residential district with frontage on Type D (four-lane, divided) or larger thoroughfares. The size, height and setback parameters shall be as provided for all pole signs within the GDC (150 square feet and 22 feet in height, with a 20-foot setback). Additionally, operational standards are recommended to further minimize potential negative impacts on surrounding residential properties. The provision requires programmable signs to be operated by an automated timer that limits the period of illumination from 6:00 am to 10:00 pm.

The Plan Commission recommended that attached programmable signs continue to be prohibited, as approved in 2011 and carried forth in the GDC.

3. Home Occupations: A concern was brought forth during the public hearing process regarding the definition and regulations for home occupations, particularly with regard to employment of persons not residing in the home and the need to revisit the regulations in general to better address current needs and trends related to their operation. The City Attorney's Office drafted a new definition and regulations for home occupations which was subsequently recommended for approval by the Plan Commission. The recommended draft is attached to this report. Among other modifications, it allows one person who is not an occupant of the residence to be engaged in the home occupation as an employee or volunteer. It clarifies the criteria which must be met to conduct a legal home occupation, and it expressly prohibits certain activities that have proven to be problematic with regard to code compliance.
4. Downtown District Requirements: Concerns were raised by Robert Smith during the public hearings regarding the cash-in-lieu of parking provision and the minimum two-story building height requirement of the Downtown form-based code. A meeting was subsequently held on October 24th by the Downtown property owners with regard to these, and other, concerns. The property owners met again on November 5th and forwarded the following concerns and recommendations to the Plan Commission:

- There is a need for greater “flexibility” in general throughout the code without having to seek a waiver.
- There is concern regarding the creation of nonconforming buildings and the possibility that buildings can be “zoned or amortized out of existence” more easily under the proposed code.
- It was recommended that the cash-in-lieu of parking provision (Section 7.11(B) (2) be eliminated.
- It was recommended that the public access easement requirement between the back-of-curb and the primary nonresidential building façade (Section 7.06(D) (2) be eliminated or that a reciprocal easement be allowed.
- It was recommended that the two-story minimum building height requirement (Section 7.10(A) be eliminated.

The Plan Commission recommended that the cash-in-lieu of parking provision be eliminated from the draft GDC. There was consensus among the majority of Commissioners to eliminate the two-story building height requirement as proposed, with some suggesting that alternatives be considered to achieve a two-story appearance or to exempt existing buildings from the requirement in the event of their destruction. No clear direction was provided regarding an acceptable alternative.

5. Tiny Houses: Several speakers at the September 25th GDC public hearing requested consideration be given to adding provisions to the GDC to allow for “tiny houses”. Tiny houses refer to an alternative single-family housing type typically containing less than 500 square feet in living area and most often constructed on a trailer. Local zoning and building codes, including Garland’s, are generally not designed to allow them due to their size and structural characteristics. The draft GDC does, however, include provisions for accessory dwellings in certain districts, provided the accessory unit does not exceed 30% of the floor area of the primary structure and provided the unit is not a portable or temporary structure.

The Plan Commission recommended that no further consideration be given at this time to creating regulations to allow tiny houses, except as allowed in accordance with the accessory dwelling provisions.

6. Zoning Designation Change: There was a request made by Bill Foose, representing the property owner of land currently zoned Freeway and proposed to be designated Community Office on the GDC Zoning Map. The property is located at the southeast corner of IH 30 and Bobtown Road, as shown on the attached map. The Plan Commission recommended that the property be designated Community Retail instead of Community Office, consistent with the property owner’s request.
7. Miscellaneous Wording Changes: Specific wording changes were suggested by Reggie Borik during the GDC hearings. Staff will revise the wording in preparation for final ordinance adoption, as appropriate.

8. Adoption of the GDC: After the Council has completed its consideration of the Plan Commission's recommendations for further revision of the draft GDC and Zoning Map, an item will be scheduled on the regular agenda for approval. Following approval by Council, the document and map will be finalized with respect to formatting, editing and the approved revisions. Once this is complete, it will be scheduled for ordinance adoption and an effective date established.

ATTACHMENT(S)

1. GDC public hearing response
2. Proposed RV Park regulations
3. Proposed home occupation regulations
4. Location of proposed zoning designation change

Submitted By:

Anita Russelmann
Director of Planning

Date: November 21, 2014

Approved By:

William E. Dollar
City Manager

Date: November 24, 2014

GDC Public Hearing Response

September 11th (125-150 people):

John Abbott – Licensed amateur communications regulations – in agreement. *Comments noted.*

Craig Turner – Allow for RV resorts. *Staff will prepare options for zoning and development standards for allowing RV parks.*

Garold May (South Garland Baptist Church) – Allow electronic signs in residential districts. *Staff will prepare options for allowing programmable pole signs in residential districts according to certain criteria.*

Dino Quintanilla – Ch. 1 is not clear. Sec. 1.01(B), Sec. 1.02 – right of entry. Ch. 4 is not on the website. *Comment noted, confirmed Ch. 4 is on website.*

Holley Holleman – Cars illegally parked, discrimination by Code Compliance. *Comment noted.*

Ken Garner – Amend definition of home occupation (sec. 2.61 – delete (B)(1) and (5), has provided a letter to the City Attorney with recommended wording). *Staff will review recommended wording, prepare options for amendment.*

Julie Borik – Do not pass anything now. Concerns: Envision Garland, excessive density, restrictions on businesses, property inspections, giving up authority to Staff, on-street parking, zoning process. *Comments noted.*

Reggie Borik – No decision tonight, need more time. Concerns: GDC at expense of small business? Impact on residential property value, high density. *Comments noted.*

Phillip Lathrop – Question re PD – HC on South Garland Ave. *Existing PD granted to allow truck and bus storage in association with auto repair use. Will be carried forth.*

Janie Brittain – Postpone vote. Concerns: property rights, quality of life, redevelopment and infill – funding, take out alternative compliance – why for redevelopment/infill, administrative decisions, eminent domain for redevelopment? Need transparency. *Comments noted.*

Dorothy Zimmermann – Was told GDC was just moving books together, promised nothing would change, semantics gymnastics. *Comments noted.*

Jim Selner – Centerville, north of DART rail line. Piles of debris, dead trees, etc. dumping ground. *Referred to City Manager's Office.*

Kelly Rogala – Owns a historic home Downtown, would like historic sign toppers, improve roads, churches are inviting vagrants to Downtown. *Comments noted, information provided regarding historic preservation initiative.*

John Willis – GDC misses some of the Envision Garland points – not pulling catalyst areas out for special study. Fulfill goals spelled out in Envision Garland. *Comments noted. GDC provides new tools to better address redevelopment and implement catalyst area recommendations. As catalyst area plans are completed, appropriate regulatory tools will be applied specific to each area.*

Jim Stafford – Amateur antenna regulations – in support of GDC provisions. *Comment noted.*

Steve Zamani – Concerned about South Garland catalyst area, need to have a plan. *Comment noted.*

September 18th (35-40 people):

Robert Smith – Do not hinder individuality and creativity. Three areas of concern re Downtown FBC – 1) two-story building requirement (allow one-story is designed to accommodate future addition of 2nd story?), 2) cash-in-lieu parking provision if parking requirement can't be met, 3) attached signage provisions. *1) A single-story building may be approved administratively by Minor Waiver. 2) A variety of alternatives besides cash-in-lieu payments are provided for meeting the parking requirement on a site including on-street parking, off-site parking, shared parking by Major Waiver. 3) Attached signage is permitted, Staff will prepare options for programmable messages on attached signs.*

Dorothy Zimmermann – Semantics gymnastics, too much change, bite off small chunks first. *Comments noted.*

Kenneth Saunter – Agenda 21 and derivatives, commit to local control by local people, no Federal or UN control. *Comments noted.*

Julie Borik – Concern about redevelopment, mixed-use in single family subdivisions. Envision Garland is poster child for New Urbanism. City should provide one month notice for zoning changes. *Comments noted. Property owner notice of zoning change is provided 10 days prior to Plan Commission hearing and 15 days prior to City Council hearing, resulting in 3 weeks between hearings and approximately one month between initial notice and Council action.*

Lucian Giambasu - Protect historic/vintage signs, preserve neighborhoods and older, vintage housing stock, improve appearance of arterials (S. Garland example) – impact on adjacent neighborhoods, cater to Millennials, quality design, quality retail, reduce visual noise, eliminate car dealers/repair along S. Garland. *Comments noted.*

Eric Stuyvesant - Ensure pathway for change, be on cutting edge. *Comments noted.*

Paul Zimmermann – Centerville Marketplace example, don't want apartments, listen to the people, Agenda 21, don't want New Urbanism – “pack & stack”, get rid of car lots – eyesore, blight. *Comments noted.*

Regina Daniels –What was the zoning notification process regarding Holiday Inn on SH 190? *Public hearing was not required, use was permitted by right.*

September 25th (25-30 people):

Jerry Chandler – Include provisions in GDC to allow tiny houses/tiny house community. *Staff will research tiny house concept, provide options for consideration.*

Barbara Onstott - Provide for expanded use of digital technology - especially for churches and schools, technology has advanced since current regulations adopted. *Staff will provide options for expanded use of programmable technology for nonresidential uses in residential districts.*

Bill Foose – Leave Freeway District intact. Preserve broad range of allowable uses, especially on 16 acre tract owned at SEC of I-30 and Bobtown. If not Freeway, show as Community Retail rather than Community Office proposed by GDC. *Staff will evaluate request for Community Retail and provide recommendation.*

Dorothy Zimmermann – Changing everything, don't know what's in the GDC. Issues with Staff approval. Colors don't match on display boards. *Comments noted.*

Julie Borik – Envision Garland/Agenda 21, objects to new regulations for home businesses, building materials, non-conforming provisions, tree requirements, alternative compliance, provisions to increase walkability. *Comments noted.*

Reggie Borik – Specific sections/items of concern sent by follow-up email. GDC is leaning more toward government than citizenry. Objects to alternative compliance process. *Comments noted. Staff will review specific items, provide recommendation for revisions.*

Chris Galusha – Residential builder. Does GDC allow cementitious fiber products? *Yes – through alternative compliance provision.* SFA, SF5, SF7 – reduce minimum dwelling unit size to 500/600 square feet to accommodate smaller, more efficient homes. *Staff will research tiny house concept, provide options for consideration.*

Angela Alcorn – Allow for tiny houses, identify an area to place tiny houses. *Staff will research tiny house concept, provide options for consideration.*

John Willis - GDC is a good technical document, but doesn't reflect I-30 expansion schematic design, small area plans, catalyst area recommendations, economic development strategies, Envision Garland. Make sure these recommendations are reflected in GDC – unified document, look at comprehensively. *Comments noted. GDC provides new regulatory tools and more flexible development process to better implement catalyst area recommendations and economic development strategies.*

Barb Stauffer - Demographic statistics? What is purpose of GDC? Concerned about image of Garland, economic development, HUD Action Plan. Focusing on pennies instead of the big picture. *Comments noted.*

Janie Brittain – Concerns: focus on redevelopment/infill, alternative compliance, use of HUD funding, emphasis on mass transit and higher density, apartments. Vote against GDC as currently written. *Comments noted.*

RV Parks:

Definitions (revised from GDC):

Recreational Vehicle (RV): Any type of travel trailer or self-propelled motor vehicle which is designed, constructed and equipped for human habitation as a temporary dwelling place or sleeping place.

Recreational Vehicle Park: A tract of land for users of recreational vehicles to park on a temporary basis up to 180 consecutive days. May include a residence for the owner/manager of the premises, utility hook-ups, laundry facilities, accessory structures (such as gazebos, pavilions, storage buildings, or clubhouse), playgrounds, open space/recreational areas, fenced yards for pets, and other similar amenities. Does not include a *Manufactured/Mobile Home Park*.

Locational Requirements:

Zoning:

RV Parks are allowed with approval of a Planned Development (PD) District based in the Light Commercial District. Approval of a Detail Plan shall be required.

Thoroughfare Frontage:

RV Parks shall have their primary access from a Type D thoroughfare (four-lane, divided) or larger, as designated on the Major Thoroughfare Plan.

Development Regulations/Special Standards:

Development of an RV Park shall conform to the requirements of the zoning district within which it is located and all applicable requirements of this GDC, and with the following special standards. Where there is a conflict between the GDC and these standards, these standards shall apply.

Lot and Density Requirements:

- | | |
|--|----------|
| 1) Minimum site area: | 10 acres |
| 2) Maximum density (RVs/gross acre): | 20 |
| 3) Minimum open space (% gross site area): | 10% |

Setback Requirements:

- | | |
|---|--|
| 1) Minimum yard setbacks (for structures and RV pads)*: | |
| a) Adjacent to a street (front) | 30' |
| b) Adjacent to a street (side and rear) | 20' |
| c) Not adjacent to a street | 0' except 20'adj to a residential district |

* Setbacks are from adjacent public streets, not from private streets internal to the RV Park

Fencing:

Perimeter fencing shall be required along all property lines and access points to a RV Park. Such fencing shall have a minimum height of six (6) feet and shall be constructed of masonry or ornamental iron with masonry columns at maximum fifty-foot (50') centers. Landscaping shall be provided in accordance with

Article 3 in Chapter 4 of this GDC, except that the fence height shall be required to be six (6) feet instead of five (5) feet, and allowed fencing materials shall exclude chain-link.

Screening and Landscaping:

RV Parks shall meet the requirements of Article 3, Chapter 4 of this GDC.

Open Space:

A minimum of ten (10) percent of the gross platted area of the RV Park shall be devoted to landscaping, open space and outdoor recreational activity areas.

Paving, Access and Off-Street Parking:

- 1) One vehicle parking space per RV pad shall be provided on each RV site. Additional parking shall be provided to serve guests, residents/customers and employees at a minimum rate of one space per 8 RV pads, to be placed in parking lots located in convenient proximity to RV sites and Park amenities. All parking spaces shall comply with the requirements of Article 2, Chapter 4 of this GDC.
- 2) Boats, cargo or utility trailers and commercial trucks may not be stored in RV Parks, but may be parked for a period not longer than 30 days if they are operated by a person who is a current occupant of the RV Park.
- 3) All parking spaces, RV pads, streets, access drives and driveways shall be concrete and shall be designed in accordance with the requirements of the City's *Technical Standards*.

Rental of RV Sites:

RV sites shall be rented to an occupant for no more than 180 consecutive days.

Signage:

- 1) One freestanding pole or monument sign shall be permitted at the main entrance to an RV Park in accordance with the requirements of Article 5, Chapter 4 of this GDC.
- 2) Except for directional signs as permitted by the GDC, freestanding signs shall not be permitted within an RV Park. Signs identifying buildings and accessory uses shall be attached signs only.

Building Design and Materials:

All buildings shall meet the requirements of Article 6, Chapter 4 of this GDC.

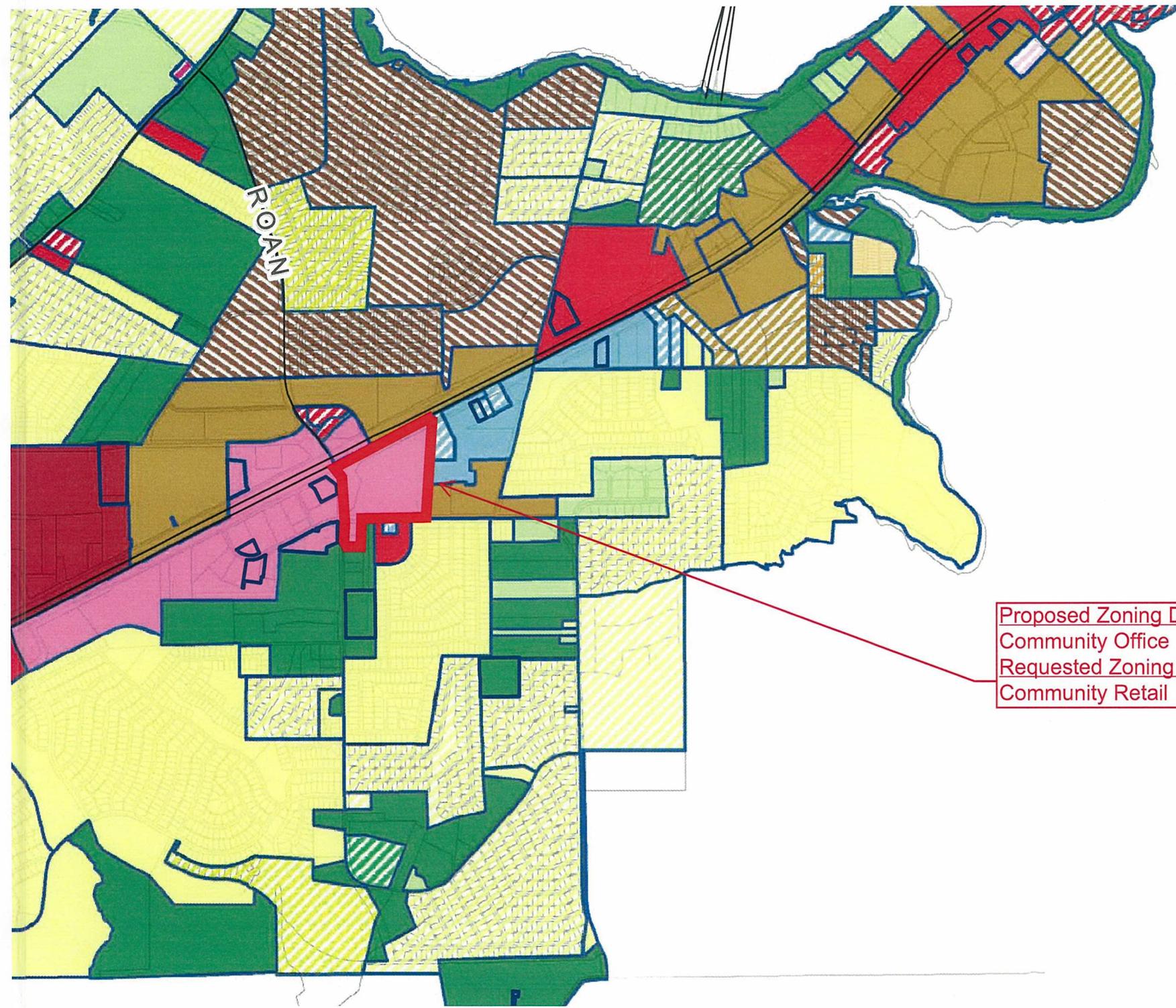
Accessory Uses and Amenities:

- 1) All permitted accessory uses and amenities shall be for the convenience of RV Park residents and their guests only, and shall not be intended for use by the general public.
- 2) The following uses shall be permitted as accessory uses to an RV Park:
 - a) Sale of convenience food, sundries and personal items
 - b) Snack shop
 - c) Sale of RV accessory items and propane
 - d) Manager's/caretaker's residence
 - e) Self-service laundry
 - f) Restroom/bathing facilities
 - g) Guest cabins
 - h) Guard/entry structure
- 3) Recreational Vehicle/Trailer Sales, Leasing & Repair, and Truck/Bus Storage as defined by Chapter 6 of the GDC are not permitted Uses. This shall not prohibit an individual RV owner from placing a For Sale sign in the window of their vehicle.

- 4) RV Parks shall provide at least three of the following amenities:
 - a) Swimming pool
 - b) Fitness center/exercise room
 - c) Business center
 - d) Community center/club house
 - e) Game room
 - f) Outdoor game court/field/playground
 - g) Picnic/grilling areas
- 5) Accessory uses and amenities shall not be allowed to operate within Recreational Vehicles.
- 6)** RV Parks shall provide sufficient designated area(s) that provide adequate shelter from storms for the occupants of the Park.

Section 2.61 Home Occupations

- (A) **Definition.** A Home Occupation is any activity conducted by a resident of a dwelling unit on the premises of the residence. A Home Occupation includes, without limitation, any activity that results in the manufacturing, repair, or provision of goods or services. A home occupation may be lawfully conducted only as a secondary, accessory use.
- (B) **General Prohibition.** A Home Occupation, other than one conducted entirely indoors, only by a person residing in the home, that offers no goods offered for sale or display on the premises, and that does not require the delivery or shipment of goods from the residence, is prohibited.
- (C) **Criteria.** It is an affirmative defense to prosecution under Section 2.61(B), that the Home Occupation meets each of the following criteria:
- (1) Only one person, other than occupants of the residence, is engaged in the Home Occupation at the residence regardless whether person is a volunteer, an employee or is otherwise compensated ;
 - (2) There is no outside storage of materials connected with the Home Occupation;
 - (3) There is not more than one vehicle used in connection with the Home Occupation located on the premises or an adjacent street. A vehicle used in the operation of the home occupation may be no larger than a passenger van or pick-up truck;
 - (4) There is no change in the outside appearance of the building or premises, or other visible evidence of the conduct of the Home Occupation, and no use of a sign, including any sign on a vehicle parked on the premises or on an adjacent street, to advertise the Home Occupation;
 - (5) There is no substantial increase in traffic and no need for additional parking;
 - (6) The Home Occupation does not create noxious conditions to abutting or neighboring property such as noise, odor, light, or smoke; and
 - (7) The business is conducted completely indoors, except where the business activities conducted outdoors do not inconvenience or interfere with the peace, enjoyment, comfort, or tranquility of any neighboring property.
- (D) **Prohibited Activities.** Notwithstanding any other provision of this Section 2.61, the following are hereby expressly prohibited:
- (1) Vehicle sales;
 - (2) Vehicle repairs;
 - (3) Wrecker service;
 - (4) Limousine or taxi service;
 - (4) Animal breeding; and
 - (5) Contracting, lawn care or construction services, that require the storage of construction equipment or vehicles.



ROAN

Proposed Zoning District:
Community Office
Requested Zoning District:
Community Retail