

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING AGENDA
APRIL 26, 2021
CITY HALL, 3200 DIANA DRIVE**

The Work Session and Regular Session are open to the public and citizens are welcome to attend. However, due to the current Coronavirus (COVID-19) outbreak in our area and in an effort to abide by social distancing recommendations, we encourage citizens wishing to participate in the meeting to email your comment to City Secretary Cathy Bourg at cbourg@richlandhills.com by 5:00 p.m. on Monday, April 26th. Your comment will be read aloud during Item 1C *Citizen Appearances/Public Comments*.

Some members of the City Council may be unable to attend and will be participating by video conference or phone. If you would like to join and participate in the meeting by video conference or phone, you may do so via the following options:

- **Online via Zoom:** Go to zoom.us, Join a Meeting, and enter Meeting ID 822 6168 2096 and the host will allow you to enter the virtual meeting. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.
- **By Phone:** Please call (346) 248-7799 and enter Meeting ID 822 6168 2096 and provide your name and address. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.

Like all City Council meetings, the Work Session and Regular Session will be broadcast live over the City of Richland Hills website for those who wish to watch from home.

CITY COUNCIL WORK SESSION – 6:00 PM

1. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated herein.
2. Discuss proposed amendments to Chapter 6 – Animals of the City Code of Ordinances
3. Discuss items and presentations listed on tonight's City Council Agenda.

REGULAR SESSION – 7:00 PM

CALL TO ORDER

INVOCATION AND PLEDGES OF ALLEGIANCE

1. PRESENTATIONS

- A. Presentation of Child Abuse Prevention Month Proclamation
- B. Presentation of National Animal Control Officer Appreciation Week Proclamation
- C. Citizen Appearances/Public Comments

Citizen comments emailed to Cathy Bourg (cbourg@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

2. CONSENT AGENDA

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the consent agenda items, unless a Councilmember or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

- A. Approve minutes from the March 26, 2021 City Council Workshop and the April 12, 2021 City Council Regular Meeting

3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

- A. Consider Ordinance 1429-21 a Specific Use Permit (SUP 2021-0223) for Outside Storage and Display for the property described as Lot 4, Block 5, MIDWAY PLACE, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7420 Whitehall Street, Richland Hills, Texas 76118 **PUBLIC HEARING**
- B. Consider Ordinance 1430-21 a Specific Use Permit (SUP 2021-0147) for Cabinet/Upholstery Shop for the property described as Tract 1B Abstract 138 Hamilton Bennett Survey, City of Richland

Hills, Tarrant County, Texas otherwise known as 3204 Handley Ederville Road, Richland Hills, Texas 76118 **PUBLIC HEARING**

- C. Consider Ordinance 1431-21 a Specific Use Permit (SUP 2021-0202) for a Single-Family Residence for the property described as Lot 3, Block 3 Willman Addition, City of Fort Worth, Tarrant County, Texas otherwise known as 7285 Glenview Drive, Richland Hills, Texas 76180 **PUBLIC HEARING**
- D. Consider Ordinance 1432-21 a Specific Use Permit (SUP 2021-0222) for Miscellaneous Hazardous Industrial Use for the property described as Lot 3, Block 2-R-1, Richland Gardens Addition, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7020 Midway Road, Richland Hills, Texas 76118 **PUBLIC HEARING**
- E. Consider Ordinance 1433-21 a zoning change on property described as being a portion of Lot 7, Block 97, Richland Hills Addition, Tarrant County, Texas otherwise known as 3401 Booth Calloway Road, Richland Hills, Texas 76118. Current Zoning: Single-Family Residential (SF-7). Requested Zoning: Light Commercial (LC) **PUBLIC HEARING**

4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

- A. None

5. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

- A. None

6. OTHER ITEMS FOR CONSIDERATION

- A. None

7. REPORTS & DISCUSSIONS

- A. Fire Station Project Update
- B. Police Station Project Update
- C. Animal Services Center Improvements
- D. Hike and Bike Trail Project Update
- E. Street Improvement Projects Update

F. March Department Reports

8. COMMUNITY INTEREST ITEMS

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that *“a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed.”* The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda.) An “item of community interest” includes the following:

- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and
- announcements involving imminent public health and safety threats to the city

9. EXECUTIVE SESSION

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated herein. **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**

Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.

10. ADJOURNMENT

CERTIFICATE

I hereby certify that the above agenda was posted on this the **22nd day of April 2021 by 5:30 p.m.,** on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas.



Cathy Bourg

Cathy Bourg
City Secretary

ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements at the meeting, please notify the City Secretary 48 hours in advance of the meeting so that reasonable accommodations can be made. City of Richland Hills (817) 616-3810.

EXECUTIVE SESSION: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, executive session may be held under one or more of Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 413.183 (f) and 418.106 (d) & (e), either at the end of the Regular Session or at any time during the meeting on any item on the agenda if a need arises for the City Council to seek advice from the City Attorney or otherwise convene in closed session as permitted by such sections of the Open Meetings Act. The City Council may take action on any agenda item listed for executive session consideration upon reconvening in open session. Please refer to agenda for the items posted. The sections referenced above are generally described as follows:

Section 551.071: Consultation with Attorney

The City Council may conduct a private consultation with its attorney when the City Council seeks the advice of its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.

1. Executive Session Procedures

Section 551.072: Deliberation regarding real property

The City Council may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property.

Section 551.073: Deliberation regarding Prospective Gift or Donation

The City Council may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the City.

Section 551.074: Deliberation regarding Personnel Matters

The City Council may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officers, including the City Manager, City Secretary, City Attorney, Municipal Judge, and non-advisory city boards and commission members. A complete list of the city boards and commissions and the membership of those boards and commissions is on file in the City Secretary's Office.

Section 551.076: Deliberation regarding Security Devices

The City Council may deliberate the deployment, or specific occasions for implementation of security personnel or devices.

Section 551.087: Deliberation regarding Economic Development Negotiations

The City Council may discuss or deliberate regarding commercial or financial information received from a business prospect that the city seeks to have locate, stay or expand in or near the city and which the City is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect; particularly, discussion with economic development specialist regarding potential economic incentive agreement for development of real property.

Section 418.183(f): Texas Disaster Act

The City Council may deliberate information: (1) for purposes of preventing, investigating, or responding to an act of terrorism or related criminal activity and involving emergency response providers, their staffing, contact information and tactical plans; (2) that relates to the risk or vulnerability of persons or property, including infrastructure, to an act of terrorism; (3) that relates to the assembly of an explosive weapon, the location of a material that may be used in a chemical, biological or radioactive weapon, or unpublished information pertaining to vaccines or devices to detect biological agents or toxins; (4) that relates to details of the encryption codes or security keys for a public communication system; (5) that relates to a terrorism-related report to an agency of the United States; (6) that relates to technical details of particular vulnerabilities of critical infrastructure to an act of terrorism; (7) that relates to information regarding security measures or security systems intended to protect public and private property from an act of terrorism; or (8) any other topic subject to discussion in closed session pursuant to the Texas Disaster Act.

Section 418.106(d) & (e): Local Meetings to Discuss Emergency Management Plans regarding Pipeline Safety

The City Council may discuss emergency management plans providing for disaster mitigation, preparedness, response and recovery in executive session when those plans contain sensitive information relating to critical infrastructure or facilities, and the safety or security of the infrastructures or facilities could be jeopardized by disclosure of the emergency management plan.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: April 26, 2021

Subject: Chapter 6 – Animals

Agenda Item:

Discuss proposed amendments to Chapter 6 – Animals of the City Code of Ordinances

Background Information:

Staff will provide an update on proposed amendments to Chapter 6 – Animals of the City Code of Ordinances. A redlined version of the changes will be emailed to Council as soon as they are received from the City Attorney to review before the meeting.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Cathy Bourg, City Secretary

Date: April 26, 2021

Subject: Presentation of Child Abuse Prevention Month Proclamation

Agenda Item:

Presentation of Child Abuse Prevention Month Proclamation

Background Information:

In recognition of “Child Abuse Prevention Month”, Mayor Lopez will present a Proclamation to Alyssa Carey with Alliance for Children.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

Child Abuse Prevention Month Proclamation

Council Action Requested:

Presentation of Child Abuse Prevention Month Proclamation

PROCLAMATION

Child Abuse Prevention Month

WHEREAS, children are our future and our greatest resource; and

WHEREAS, every child deserves a nurturing family and safe environment to grow into a healthy, productive member of the community; and

WHEREAS, child abuse is one of our nation's most serious public health problems and threatens the safety of our community; and

WHEREAS, in Tarrant County, 6,203 children were confirmed as victims of child abuse or neglect in 2020; and

WHEREAS, Alliance For Children provided trauma-informed services to 2,125 children in 2020;

WHEREAS, finding solutions to prevent child abuse is a community responsibility and depends on the involvement of all citizens; and

WHEREAS, effective child abuse prevention, investigation and treatment programs succeed because of partnerships among public and private agencies, schools, religious organizations, medical services, and the business community.

NOW, THEREFORE, BE IT RESOLVED, that I, Edward Lopez, Mayor of the City of Richland Hills, Texas do hereby proclaim the month of April 2021 as Child Abuse Prevention Month in the City of Richland Hills, Texas and urge all citizens to work together to help reduce child abuse and neglect significantly in the years to come.

Mayor Edward Lopez
April 26, 2021

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Cathy Bourg, City Secretary

Date: April 26, 2021

Subject: Presentation of National Animal Control Officer Appreciation Week Proclamation

Agenda Item:

Presentation of National Animal Control Officer Appreciation Week Proclamation

Background Information:

In recognition of “National Animal Control Officer Appreciation Week”, Mayor Lopez will present a Proclamation to Kay Fisk, Richland Hills Animal Control Officer.

National Animal Control Officer Appreciation Week is celebrated every second full week of April. The week is designed to say thank you and to show appreciation to all the animal control officers who are dedicated to helping pets and people in the community every day.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

National Animal Control Officer Appreciation Week Proclamation

Council Action Requested:

Presentation of National Animal Control Officer Appreciation Week Proclamation

PROCLAMATION

WHEREAS, the National Animal Care & Control Association has designated the second week of April each year as National Animal Control Officer Appreciation Week; and

WHEREAS, Animal Control Officers are dedicated to helping pets and people in the community every day; and

WHEREAS, various federal, state, and local government officials throughout the country take this time to recognize, thank and commend all Animal Control Officers for the dedicated services they provide to the citizens, public safety and public service agencies across the nation; and

WHEREAS, every day, Animal Control Officers put themselves in potentially dangerous situations by protecting people from dangerous animals and seek justice in cases of abused, neglected and abandoned animals by conducting humane investigations and protect the welfare of helpless animals and pets from injury, disease, and starvation; and

WHEREAS, Animal Control Officers provide the essential functions of enforcing State Laws pertaining to animal care along with City Animal Regulations, and protecting the public from diseases such as rabies, and educating the public on the proper care of our community's pets; and

WHEREAS, Richland Hills recognizes the Animal Control Officers for the many dedicated and long hours of service they perform in providing the highest and most efficient level of customer service to the residents of our community; and

NOW THEREFORE, BE IT RESOLVED that the City Council of Richland Hills does hereby proclaim April 11-17, 2021, as:

NATIONAL ANIMAL CONTROL OFFICER APPRECIATION WEEK

in Richland Hills, Texas and encourage all citizens to join us in expressing their sincere appreciation for the service and dedication of our animal control Officers.

PROCLAIMED this the 26th day of April, 2021.

Mayor Edward Lopez

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Cathy Bourg, City Secretary

Date: April 26, 2021

Subject: Minutes from the March 26, 2021 City Council Workshop and the April 12, 2021 Regular City Council Meeting

Agenda Item:

Approval of minutes from the March 26, 2021 City Council Workshop and the April 12, 2021 City Council Regular Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

March 26, 2021 Draft Minutes
April 12, 2021 Draft Minutes

Council Action Requested:

Motion to approve the minutes from the March 26, 2021 City Council Workshop and the April 12, 2021 Regular City Council meeting

**RICHLAND HILLS CITY COUNCIL
WORKSHOP
MARCH 26, 2021
DRAFT MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
Douglas Knowlton, Place 1
Stacey L. Morse, Place 2
Curtis A Bergthold, Mayor Pro Tem
Javier Alvarez, Place 4
Athena Campbell, Place 5

Staff present

Candice Edmondson, City Manager
Cathy Bourg, City Secretary
Logan Thatcher, Assistant to the City Manager
Scott Mitchell, Director of Neighborhood Services
Jason Brown, Director of Parks and Recreation
Chantele Hancock, Library Director
Kim Sylvester, Police Chief
Russell Shelley, Fire Chief

The City Council Workshop is open to the public and citizens are welcome to attend. However, due to the current Coronavirus (COVID-19) outbreak in our area and in an effort to abide by social distancing recommendations, we encourage citizens wishing to participate in the workshop to email your comment to City Secretary Cathy Bourg at cbourg@richlandhills.com by 5:00 p.m. on Thursday, March 25th. Your comment will be read aloud during Item 2 *Public Comments*.

Some members of the City Council may be unable to attend and will be participating by video conference or phone. If you would like to join and participate in the workshop by video conference or phone, you may do so via the following options:

- **Online via Zoom:** Go to zoom.us, Join a Meeting, and enter Meeting ID 819 8163 9993 and the host will allow you to enter the virtual meeting. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.
- **By Phone:** Please call (346) 248-7799 and enter Meeting ID 819 8163 9993 and provide your name and address. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.

CITY COUNCIL WORKSHOP– 9:00 AM

1. Call to order

Mayor Lopez called the Workshop to order at 9:04 a.m.

2. Public Comments

This is the public's opportunity to address the City Council on any matter listed or not listed on the Workshop agenda. Citizen comments emailed to Cathy Bourg (cbourg@richlandhills.com) on an item either listed or not listed on the Workshop agenda will be heard at this time.

Stacy Reddy, 7012 Hardisty Street spoke against budgeting for the Aquatics Facility Program. She would like to see the focus on FY 2022 Budget Priorities which should be first and foremost an engineering master plan for streets that will create a comprehensive plan to get streets done instead of band-aiding one or two at a time based on a 2018 survey of the worst streets in the city. Ms. Reddy would also like to see the city invest in IT and spoke about the importance of cyber security protection for the city. Her final comment was to see the city focusing on the basics and upgrading our well pumps and infrastructure, so that we are not reliant on the City of Fort Worth for water.

3. Discussion: FY 2021 Midyear Review

Candice Edmondson, City Manager gave a presentation on the FY 2021 Midyear Review. She discussed the YTD actuals, available budget and percentage of YTD total budget spent being around 32%. There was discussion regarding the budget and staff answered questions from Council.

Cindy Gillard, 3709 Norton Drive spoke regarding street conditions and employee healthcare.

City Manager Edmondson highlighted the following:

Accomplishments

- Police Station Project
- Branding & Marketing RFP
- Amended TIF Plan
- Nixle Communication System
- Hike & Bike Trail
- Creek Trail Park Playground
- Hotel Occupancy Tax Legislation

On the Horizon

- Street Improvement Projects
- Animal Shelter Improvements
- Electronic Message Sign
- Rufe Snow Signal Improvements
- Water System Improvements
- Website Improvements
- Facade & Sign Improvements Grants
- American Relief Plan

Sherry Hopson, 2800 Faye Drive spoke regarding past street repairs on Matthews sinking and asked how this will be prevented in the future.

Stacy Reddy, 7012 Hardisty Street asked for clarification on whether the City has an engineering master plan for streets or not.

Council and staff answered questions from citizens regarding street and underground utility repairs and provided clarification on an engineering master plan for streets.

Cindy at 3709 Norton Drive asked about minutes for the meeting and staff directed her to the City's website to view the video and minutes of the workshop and all other meetings.

4. Discussion: Financial Indicators

Candice Edmondson, City Manager gave a presentation on the Financial Trend Monitoring System developed by the International City/County Management Association. She presented the following indicators that she would like to propose Richland Hills consider utilizing as part of a financial wellness checks:

Financial Factors

- Revenues per capita
- Restricted revenues
- One time revenues
- Tax revenues
- Uncollected property taxes
- User charge coverage
- Expenditures per capita
- Expenditures by function
- Fixed costs
- Operating deficit/surplus
- Enterprise operating position
- Fund balances
- Liquidity
- Current liabilities
- Long term debt
- Debt service
- Maintenance effort
- Capital outlay

Environmental Factors

- Population
- Population under 18 and over 64
- Property value
- Vacancy rates
- Crime rates
- Mandated activities
- Restrictions on fiscal powers

City Manager Edmonson will create suggested policy statements for each indicator that the Council could adopt and include as part of the City's Financial Policy. These indicators would be used to help monitor the city's financial condition and guide future budgetary decisions and allocations.

Council provided positive feedback regarding implementing the financial trend monitoring system and policy statements for financial indicators.

Stacy Reddy, 7012 Hardisty Street spoke in favor of the financial trend monitoring system.

5. Discussion: Economic Development

Candice Edmondson, City Manager gave a presentation on Economic Development and the current Comprehensive Plan adopted May 2014 and discussed a full review and update.

Council discussed having joint meetings with the Planning and Zoning Commission and review the Comprehensive Plan. Council suggested going section by section instead of a full review.

Council discussed possible new businesses to the Entertainment District (ED).

G.W. Estep, 6868 Hardisty Street would like to see the City consider something like a miniature Texas Live in the ED area.

Stacy Reddy, 7012 Hardisty Street spoke regarding updating the City's liquor sales.

City Manager Edmondson discussed alcohol sales currently allowed in Richland Hills and the possibility of a package store.

6. Discussion: Aquatics Facility Program Options & Funding

Candice Edmondson, City Manager gave a presentation on the Aquatics Facility Program Options & Funding.

Council discussed the feasibility study and feedback received from the community survey. The online survey received 254 total responses. While 35% of the respondents are current members of The Link, over 90% of the total respondents indicated an aquatic center (indoor or outdoor) would increase their likelihood of joining The Link.

Councilman-Hunsaker developed four conceptual program options – two indoor-only options, one indoor/outdoor option and one outdoor-only option. The options for an addition and the project cost have been studied that include the following:

- Indoor Lap + Program \$6.84M
- Indoor Lap + Leisure \$7.50M
- Indoor Lap + Outdoor Leisure \$7.48M
- Outdoor Lap + Leisure \$4.68M

Stacy Redding, 7012 Hardisty Street spoke regarding investment in an entertainment center, negotiating with NRH and Hurst to get discounted membership for citizens and the unknown factor of insurance.

Cindy Gillard, 3709 Norton Drive spoke regarding insurance for the pool.

Mayor called for a break at 10:50 a.m.

Mayor called to order at 10:56 a.m.

John Skier, 7016 Park Place Drive spoke regarding having an indoor facility for education, exercise and sports with six lanes for tournament use and adding an outdoor pool in the future.

Stacy Redding, 7012 Hardisty Street asked about other Olympic pools in the area and an advertising budget.

G.W. Estep, 6868 Hardisty Street asked what BISD is paying Grapevine to use their pool.

Jason Brown, Director of Parks and Recreation answered questions from citizens and council.

Council and staff continued the discussion that included revenue and funding options.

7. Discussion: FY 2022 Budget Priorities

Logan Thatcher, Assistant to the City Manager presented the results of the Budget Survey. The survey that was posted on the website and social media received just under 300 responses. The questions and results are as follows:

1. Based on the City's service areas, which area do you think meets the needs of the community the best? Animal Services received the highest response with 78% and Code Enforcement received the lowest with 9%
2. Based on the City's service areas, which area do you think needs the most improvement? Streets/Drainage received the highest response with 184% and Animal Services and Fire Services received the lowest with 5%
3. What is the one thing the City of Richland Hills could do to improve the quality of life? Top common responses: Streets, Water/Wastewater, Police Patrol, Economic Development and Code Enforcement
4. Age of Respondents: 18-24 (7), 25-34 (56), 35-54 (57), 45-54 (51), 55-64 (69) and 65+ (65)
5. How many years have you lived in Richland Hills? 0-5 (83), 5-10 (56), 10-20 (73), 20-30 (35), 30-40 (24), 40-50 (17) and 50+ (17)

Council discussed FY 2022 budget priorities and highlighted the following items:

- Public Works Buildings
- Fire Department Staff
- K-9 Unit
- Quiet Zones for Trains
- Sound Walls along 121
- Commercial Incentives
- Zip Code

G.W. Estep, 6868 Hardisty Street spoke in favor of the City having its own zip code.

Stacy Redding, 7012 Hardisty Street spoke in favor of generators in the well upgrade.

8. Tour of Fire Station and Police Station

Mayor and City Council departed to tour the Fire Station and Police Station at 11:52 a.m.

Councilmember Alvarez left the Workshop/Tour at 12:34 p.m.

9. Adjournment

Mayor Lopez adjourned the Workshop at 1:04 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor

**RICHLAND HILLS CITY COUNCIL
REGULAR MEETING
APRIL 12, 2021
DRAFT MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor
Douglas Knowlton, Place 1
Stacey L. Morse, Place 2
Curtis A Bergthold, Mayor Pro Tem

Council absent

Javier Alvarez, Place 4

Athena Campbell, Place 5

Staff present

Candice Edmondson, City Manager
Cathy Bourg, City Secretary
Betsy Elam, City Attorney

The Work Session and Regular Session is open to the public and citizens are welcome to attend. However, due to the current Coronavirus (COVID-19) outbreak in our area and in an effort to abide by social distancing recommendations, we encourage citizens wishing to participate in the meeting to email your comment to City Secretary Cathy Bourg at cbourg@richlandhills.com by 5:00 p.m. on Monday, April 12th. Your comment will be read aloud during Item 1C *Citizen Appearances/Public Comments*. If you would like to join and participate in the meeting by video conference or phone, you may do so via the following options:

- **Online via Zoom:** Go to zoom.us, Join a Meeting, and enter Meeting ID 891 3720 0402 and the host will allow you to enter the virtual meeting. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.
- **By Phone:** Please call (346) 248-7799 and enter Meeting ID 891 3720 0402 and provide your name and address. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.

CITY COUNCIL WORK SESSION – Mayor Lopez Called to Order – Time 6:30 PM

1. **Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the

Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated herein.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Morse to convene into executive session. Time: 6:32 p.m.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

Mayor Lopez reconvened into open session. Time: 6:53

2. Discuss items and presentations listed on tonight's City Council Agenda.

None

Mayor Lopez called for a break. Time: 6:54

REGULAR SESSION – Mayor Lopez Called to Order – Time 7:00 p.m.

Invocation – Mayor Lopez

1. PRESENTATIONS

A. Recognition of Public Works Department

Scott Mitchell, Director of Neighborhood Services presented the following information in recognition of the Public Works Department:

Public Works staff in the City of Richland Hills are cross trained in all the assigned public works disciplines - water, wastewater, drainage, streets, mowing and grounds maintenance. Individuals are not assigned to a specific department as in most cities. There is a total of 11 FTE's (full time equivalents) approved for Public Works: one Operations Manager, one Administrative Assistant, and nine Maintenance Workers. There are currently five Maintenance Workers on staff with four unfilled, open positions.

Prior to the onset of the February winter storm, Public Works staff spent several days preparing city facilities and infrastructure for the extreme weather. They added additional heating units to the pump houses, added insulation to outdoor pipes and filled water tanks across the system. They made sure the generators at the lift station, Police Department and the portable generators at the Public Works facility were fully fueled and ready to go. Fleet and heavy equipment were fueled and prepped for winter response, and sand was stockpiled under cover for road use. All personnel were placed in an "on call" status.

When the first wave of the storm hit, the Public Works Department was able to quickly respond to service requests as planned. However, when the electric grid failed causing prolonged power outages, the city's pumps froze, and water was no longer able to flow through the system.

Public Works staff worked continuously over six straight days trying to restore the city's water system and get water back to our citizens. They also responded to multiple water main breaks and over 400 service requests from homeowners and businesses with frozen and broken pipes. When they weren't working on the water system, crews attempted to clear and sand icy roadways. Eventually the city did have to request assistance from Haltom City Public Works and from two contractors in order to address all the issues.

Since the winter storm, Public Works staff have continued to dedicate most of their time to repairing and replacing water infrastructure damaged during the storm. A list of some of the major damage includes:

- Loss of the 10" pump - South 40 pump house (3100 Wesley Way)
- Loss of 10" check valve – South 40 pump house
- Loss of all electrical switch gear and SCADA – South 40 pump house
- Damage to pump motor – South 40 pump house
- Physical damage to the structure of the South 40 pump house
- Loss of the use of the 1-million-gallon storage tank – South 40
- Loss of the 10" pump – Rena Drive well/pump house
- Loss of 10" check valve – Rena Drive pump house
- Loss of two control valves – Rena Drive pump house
- Loss of all chlorination systems for the five production wells
- Emergency power rental and connection for Booth Calloway pump house

Pumphouse repairs were finally completed last week. The pump station on Wesley Way (South 40), the one-million-gallon storage tank and the well/pump station and storage tank on Rena Drive are all back online. There are still several repairs ongoing, but the water system is fully operational and ready to handle the peak summer usage.

With most of the winter storm repairs behind them, Public Works staff are now able to return their focus to ongoing maintenance tasks including street repairs, drainage structure cleaning, mowing, sewer cleaning, meter reading, required weekly water testing, leak repairs, etc.

The entire Public Works team is to be commended for outstanding dedication and performance, not only in daily operations but especially during the winter storm. Their dedicated efforts working around the clock to maintain and return services to the citizens of Richland Hills is incredible, especially considering the number of active personnel. The Public Works team includes:

Public Works Operations Manager – Robert Rush
Administrative Assistant – Ashley Garza
MW III – Kelly Morris
MW II – Justin Meine
MW I – Jimmy Elliott
MW I – Pedro Rodriguez Negrón
MW I – Jason Mattaliano

B. Presentation of National Library Week Proclamation

Mayor Lopez presented a Proclamation for “National Library Week” to Chantele Hancock, Richland Hills Library Director.

C. Citizen Appearances/Public Comments

Citizen comments emailed to Cathy Bourg (cbourg@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

G.W. Estep, 6868 Hardisty Street spoke about the successful community fundraiser event hosted by former Richland Hills Jr. High Rams to benefit a fellow alum who needs a medical procedure. There were about 200 in attendance and \$5,600 was raised at the event.

Candice Edmondson, City Manager read emailed comments from Ingrid Ward, 3605 Land Lane regarding the city website, code compliance and permits. She requested the city website be updated so that information about permits are concise and accurate as well as easy to find, and make code enforcement consistent, not targeting of certain homes for unknown reasons.

Candice Edmondson, City Manager read emailed comments from Theresa Bledsoe, 2716 Spruce Park requesting a new road due to potholes from drainage work by the city and speed bumps due to pass through traffic speeding.

Mayor Lopez requested item 2A, minutes from March 22, 2021 be removed for separate discussion.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Knowlton to remove item 2A from the consent agenda for separate discussion.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

2A. Approve minutes from the March 22, 2021 City Council Regular Meeting

Mayor Lopez discussed a phone call he received suggesting that he may have missed something at the last meeting regarding a motion and the recording of a vote. He recalled his remarks as asking everyone in favor to say “I” and any opposed? He said a Councilmember expressed that their vote may not have been recorded as a “no”. Mayor Lopez asked the City Secretary to review the meeting recording to verify the vote. The

City Secretary reviewed the recorded meeting and confirmed that the vote on item 4A was unanimous and recorded that decision in the March 22, 2021 draft meeting minutes.

Mayor Lopez gave the Councilmember an opportunity to speak to the minutes or to let the minutes stand as recorded on item 4A as unanimous.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Knowlton to approve the minutes from the March 22, 2021 City Council Regular Meeting.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

CONSENT AGENDA

2B. Approve the Joint Election Agreement and Contract for Election Services with Tarrant County Elections for the May 1, 2021 General Election

2C. Approve emergency sewer main replacement in the 7000 block of Dover Lane

Motion: Motion was made by Councilmember Campbell and seconded by Councilmember Bergthold to approve the consent agenda.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS

3A. Consider Ordinance 1426-21 a zoning change on property described as Lot 9 in Block 2 of Jordan Addition, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7921 Norma Lane, Richland Hills, Texas 76118. Current Zoning: Single-Family Residential (SF-7). Requested Zoning: Two-Family (Duplex) Residential (MF-1) PUBLIC HEARING

Candice Edmondson, City Manager presented Ordinance 1426-21 a zoning change on property described as Lot 9 in Block 2 of Jordan Addition, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7921 Norma Lane, Richland Hills, Texas 76118. Current Zoning: Single-Family Residential (SF-7). Requested Zoning: Two-Family (Duplex) Residential (MF-1).

The property at 7921 Norma Lane, Lot 9 is a 11,107 square foot vacant lot currently zoned Single-Family Residential (SF-7). The property is owned by Blackall R&R, LLC. The applicant in this case, Deborah Blackall, has owned the property since April 2015. She is requesting a zoning change to Two-Family (Duplex) Residential, so that she may build a duplex on the property. The property just west of Lot 9, 7913 Norma Lane, is a duplex. While 7913 Norma Lane is zoned Single-Family Residential (SF-7) according to the City of Richland Hills Zoning Ordinance, the Tarrant Appraisal District lists the state code as

B, which indicates a multi-family property. The other properties along Norma Lane are built as single-family residences and have state codes to match that designation.

Prior to adoption of the City's current Comprehensive Zoning Plan in May 2014, it appears that the properties along Norma Lane were zoned R-2 Single Family – Duplex. The Future Land Use Plan shows 7921 Norma Lane and the surrounding properties developing as Retail (R). The requested change is not consistent with the City's Comprehensive Land Use Plan.

The Planning and Zoning Commission considered the zoning change request at their March 23, 2021 meeting and recommended approval 5-0.

The applicant Deborah Blackall spoke requesting approval of the zoning change to build a duplex on the property and answered question from the Council.

Mayor Lopez opened the Public Hearing: Time: 7:38 p.m.

Stacy Redding, 7012 Hardisty Street spoke against the zoning change request.

Mayor Lopez closed the Public Hearing: Time: 7:43 p.m.

Council discussed and asked questions of the applicant.

Motion: Motion was made by Councilmember Knowlton and seconded by Councilmember Campbell to approve Ordinance 1426-21 a zoning change on property described as Lot 9 in Block 2 of Jordan Addition, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7921 Norma Lane, Richland Hills, Texas 76118 from Single-Family Residential (SF-7) to Two-Family (Duplex) Residential (MF-1).

Motion carried by a vote of 3-1. Councilmember Morse against and Councilmember Alvarez absent

3B. Consider Ordinance 1427-21 a zoning change on property described as a 58,831 square foot (1.350 acres) tract of land situated in the Simcoe Popplewell Survey, Abstract No. 1241, City of Richland Hills, Tarrant County, Texas otherwise known as 7206 Latham Drive, Richland Hills, Texas 76118. Current Zoning: Single-Family Residential (SF-7). Requested Zoning: Light Commercial (LC) PUBLIC HEARING

Candice Edmondson, City Manager presented Ordinance 1427-21 a zoning change on property described as a 58,831 square foot (1.350 acres) tract of land situated in the Simcoe Popplewell Survey, Abstract No. 1241, City of Richland Hills, Tarrant County, Texas otherwise known as 7206 Latham Drive, Richland Hills, Texas 76118. Current Zoning: Single-Family Residential (SF-7). Requested Zoning: Light Commercial (LC)

The property at 7206 Latham Drive is a 58,831 square foot lot currently zoned Single-Family Residential (SF-7). There is a 2,600 square foot building on site that used to be a service center for Southwestern Bell/AT&T. The property is currently owned by AFI, Investments LLC.

The applicant in this case, Dan Boykin, Jr., has owned the property since October 2019. He is requesting a zoning change to Light Commercial (LC) with the intent to build a sporting goods store on the property. The Light Commercial designation would allow for a retail store to develop on this site.

The properties to the north and east of 7206 Latham Drive are currently zoned Light Commercial. The Future Land Use Plan shows the property developing as Mixed Use (MX). The requested change is not consistent with the City's Comprehensive Land Use Plan, but a retail development is permitted in both the Light Commercial and Mixed Use zoning districts.

The Planning and Zoning Commission considered the zoning change request at their March 23, 2021 meeting and recommended approval 5-0.

The applicant Dan Boykin spoke requesting approval of the zoning change with the intent to build a sporting goods store on the property and answered question from the Council.

Mayor Lopez opened the Public Hearing: Time: 7:55 p.m.

G.W. Estep, 6868 Hardisty Street asked if the applicant would consider building the sporting goods store if it were zoned Mixed Use.

Stacy Redding, 7012 Hardisty Street spoke in favor of the zoning change request.

John Skier, 7016 Park Place Drive spoke in favor of the zoning change request.

Travis Malone, 2641 Mimosa Park Drive spoke in favor of the zoning change request.

Mayor Lopez closed the Public Hearing: Time: 8:00p.m.

Council discussed the possibility of changing the zoning to Mixed Use (MX) and asked questions of the applicant and the City Attorney.

Betsy Elam, City Attorney clarified that using a less intensive use would be allowed without noticing the request.

The applicant Dan Boykin agreed to the Mixed Use zoning change.

Motion: Motion was made by Councilmember Bergthold and seconded by Councilmember Morse to approve Ordinance 1427-21 a zoning change on property described as a 58,831 square foot (1.350 acres) tract of land situated in the Simcoe Popplewell Survey, Abstract No. 1241, City of

Richland Hills, Tarrant County, Texas otherwise known as 7206 Latham Drive, Richland Hills, Texas 76118 from Single-Family Residential (SF-7) to Mixed Use (MX).

Motion carried by a vote of 4-0. Councilmember Alvarez absent

3C. Consider Ordinance 1428-21 a Specific Use Permit (SUP 2021-0148) for Outside Storage and Display for the property described as Block 7, MIDWAY PLACE, an Addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7500 Baker Boulevard, Ste. 130, Richland Hills, Texas 76118 PUBLIC HEARING

Candice Edmondson, City Manager presented Ordinance 1428-21 a Specific Use Permit (SUP 2021-0148) for Outside Storage and Display for the property described as Block 7, MIDWAY PLACE, an Addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7500 Baker Boulevard, Ste. 130, Richland Hills, Texas 76118.

The property at 7500 Baker Boulevard, Ste. 130 is a 42,000 square foot warehouse owned by Linron Properties LTD. The warehouse is part of a larger 125,911 square foot multi-tenant building that sits on 12.1239 acres of land currently zoned Planned Development.

The applicant for this case is Marc Toussaint of Florida Water Products. Mr. Toussaint relocated his pool supply and distribution business to 7500 Baker Boulevard, Ste. 130 last fall. He is now seeking a Specific Use Permit (SUP) for outside storage of pool equipment and materials. Mr. Toussaint plans to construct a 75 x 77 square foot, fenced in area for outside storage.

The Planned Development for 7500 Baker Boulevard was approved by the City Council on May 21, 2013. Florida Water Products was issued a use designation of Warehouse/Distribution Center at the time they received their certificate of occupancy. Per the Planned Development requirements, this use requires an approved SUP for outside storage.

The proposed fencing material will be 8ft high galvanized chain link with black plastic slats. This type of screening is permitted per the original site plan approved with the Planned Development.

The City's Development Review Committee (DRC) has reviewed the SUP request and recommends approval.

The Planning and Zoning Commission considered the Specific Use Permit request at their March 23, 2021 meeting and recommended approval 5-0

Kevin Adams a representative of the applicant answered questions from the Council.

Mayor Lopez opened the Public Hearing: Time: 8:13 p.m.

G.W. Estep, 6868 Hardisty Street asked a question regarding retail/wholesale and parking.

Stacy Redding, 7012 Hardisty Street spoke in favor of the SUP request.

Mayor Lopez closed the Public Hearing: Time: 8:15 p.m.

Motion: Motion was made by Councilmember Morse and seconded by Councilmember Bergthold to approve Ordinance 1428-21 a Specific Use Permit (SUP 2021-0148) for Outside Storage and Display for the property described as Block 7, MIDWAY PLACE, an Addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7500 Baker Boulevard, Ste. 130, Richland Hills, Texas 76118

Motion carried by a vote of 4-0. Councilmember Alvarez absent

ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS

4A. Approve Resolution 536-21 requesting Tarrant County include reconstruction of Glenview Drive as part of the Tarrant County 2021 Transportation Bond Program

Candice Edmondson, City Manager gave a presentation on the Tarrant County 2021 Transportation Bond Program Resolutions for items 4A, 4B and 4C.

During the March 22, 2021 City Council meeting, Council requested staff develop proposals for the following three road projects to be included in the Tarrant County 2021 Transportation Bond Program:

1. Reconstruction of Glenview Drive Glenview Drive from east city limit with Hurst to Boulevard 26 to include pavement reconstruction, new curb and gutter, drainage improvements and new signalization
2. Reconstruction of Booth Calloway Road from Glenview Drive to the threshold of the new intersection at Baker Boulevard / Loop 820 to include pavement reconstruction, new curb and gutter and drainage improvements
3. Reconstruction of Midway Road from Big Fossil Creek to Handley Ederville Road to include construction of a center turn lane, pavement reconstruction from asphalt to concrete, new curb and gutter and drainage improvements

David Burkett with Halff Associates discussed the process and answered questions regarding the Transportation Bond Program.

Motion: Motion was made by Councilmember Campbell and seconded by Councilmember Morse to Resolution 536-21 requesting Tarrant County include reconstruction of Glenview Drive as part of the Tarrant County 2021

Transportation Bond Program and refer possible financing to the Finance Committee.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

4B. Approve Resolution 537-21 requesting Tarrant County include reconstruction of Booth Calloway Road as part of the Tarrant County 2021 Transportation Bond Program

Motion: Motion was made by Councilmember Campbell and seconded by Councilmember Morse to approve Resolution 537-21 requesting Tarrant County include reconstruction of Booth Calloway Road as part of the Tarrant County 2021 Transportation Bond Program and refer possible financing to the Finance Committee.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

4C. Approve Resolution 538-21 requesting Tarrant County include reconstruction of Midway Road as part of the Tarrant County 2021 Transportation Bond Program

Motion: Motion was made by Councilmember Campbell and seconded by Councilmember Morse to approve Resolution 538-21 requesting Tarrant County include reconstruction of Midway Road as part of the Tarrant County 2021 Transportation Bond Program and refer possible financing to the Finance Committee.

Motion carried by a vote of 4-0. Councilmember Alvarez absent

CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS

5A. None

OTHER ITEMS FOR CONSIDERATION

6A. None

REPORTS & DISCUSSIONS

7A. None

8. COMMUNITY INTEREST ITEMS

- Link Anniversary Party & Open House - Saturday, April 17, 10 AM – 2 PM, The Link - The Link is turning 4! Come celebrate with The Link and Performance Experience at our Open House. Learn about The Link's new programs, win some great door prizes, and check out our neighborhood

partners. Register in advance at The Link or on The Link's Facebook page. Registration is free.

- Link Membership Sale - April 15 - May 15 - The Link's annual spring membership sale begins April 15. Pick your perk with any paid in full annual membership including free childcare, a 16% discount off regular rates or free group exercise classes. Please note some perks may not be applicable to all memberships.
- Spring Pickleball Tournament - Thursday, May 15; starting at 8:00 AM
- A Mixed Doubles and Women's Doubles - 50 and older tournament. Only \$25 per team, with each team playing pool play first with the top-2 teams from each group advancing to a single elimination bracket for our champion!
- 3-on-3 Triple Threat Basketball Tournament - Saturday, August 24; starting at 8:00 AM - The Link will host 3 different age groups 13 and Under, 17 and Under and 18 and older. Games will be played at The Link. Teams can have up to 6 players. The team fee is \$125. Sign up at The Link or on The Link's Facebook page.
- Vax Shack at the Animal Shelter – 4th Thursday of each month
- May 1st General Election - Early Voting begins Monday, April 19th and will continue through Tuesday, April 27th. On Election Day, voting will be held at Richland Hills City Hall in the Council Chambers from 7:00 a.m. to 7:00 p.m.

9. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).

None at this time

10. Adjournment

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 8:39 p.m.

ATTEST

APPROVED

Cathy Bourg, City Secretary

Edward Lopez, Mayor

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: April 26, 2021

Subject: 7420 Whitehall Street SUP Request

Agenda Item:

Consider Ordinance 1429-21 a Specific Use Permit (SUP 2021-0223) for Outside Storage and Display for the property described as Lot 4, Block 5, MIDWAY PLACE, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7420 Whitehall Street, Richland Hills, Texas 76118 **PUBLIC HEARING**

Background Information:

The property at 7420 Whitehall Street is a 20,300 square foot warehouse owned by the William T. White III Revocable Trust. The warehouse is located in the Midway Business Park and is currently zoned Heavy Commercial.

The applicant for this case is James Wright of Heritage Landscape Supply Group, dba Irrigators Supply. Mr. Wright is currently going through the certificate of occupancy process to open his business at this location. He is seeking a Specific Use Permit (SUP) for outside storage of irrigation pipe and supplies and overnight storage of fleet vehicles.

The proposed fencing material will be 8ft high galvanized chain link with finned slats. Chain link fencing with slats is currently only permitted in the Business Park zoning district. There are several existing businesses with chain link fences in Midway Business Park. Based on the proposed fence design and material, staff believes this is an appropriate screening plan for the area.

The City's Development Review Committee (DRC) has reviewed the SUP request and recommends approval.

Financial Considerations:

Approval of the Specific Use Permit will not require additional funding from the City

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

The Planning and Zoning Commission considered the Specific Use Permit request at their April 15, 2021 meeting and recommended approval 5-0

Attachments:

Specific Use Permit Application
Location Map
Property Photo
Proposed Fence Design
Ordinance 1429-21

Council Action Requested:

Motion to approve Ordinance 1429-21 a Specific Use Permit (SUP 2021-0223) for Outside Storage and Display for the property described as Lot 4, Block 5, MIDWAY PLACE, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7420 Whitehall Street, Richland Hills, Texas 76118



City of Richland Hills Zoning Application

#20210223

Application Type

- ☒ Specific Use Permit
- ☐ Planned Development
- ☐ Zoning Text Amendment
- ☐ Zoning Map Amendment

\$300.00
Receipt #

Applicant Information

Applicant's Name: James Wright

Business Name: Heritage Landscape Supply Group, dba Irrigators Supply

Phone: 469-885-1205 Email: Jimmy.Wright@Irrigators-Supply.net

Property Information

Property Address 7420 Whitehall Street Square Feet 20,300

Building Owner WILLIAM T. WHITE, III REVOCABLE TRUST DATED SEPTEMBER 7, 1988, PAMELA H. MCLOSKEY TRUST DATED JUNE 13, 2018, STEVEN F. HADLEY TRUST DATED JANUARY 28, 2004, DOMINIQUE N. HADLEY PRIMARY TRUST DATED MARCH 17, 2018, JONATHAN J. HADLEY PRIMARY TRUST DATED MARCH 17, 2018, and BEAGAL STAKE LLC, a California limited liability company Deed Date TBD

Company Finisterra Corporation, 3197 Airport Loop Drive, Costa Mesa, CA 92626 Phone TBD

Owner Address Finisterra Corporation, 3197 Airport Loop Drive, Costa Mesa, CA 92626

Owner's Phone # TBD Owner's Email TBD

Previous Occupant TBD

Current Zoning HC

Zoning Request

Please describe the nature of your request

We would like to establish a fenced enclosure that we will use for outside storage of irrigation pipe. We will also use this space to secure and park our trucks at night. See attached overhead plan of proposed storage area, fence line and fire lane designation

Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

Signature: James Wright

Date: 3.30.21

Public Hearing Information

Planning &
Zoning
Hearing Date 4-15-21

City Council
Hearing Date _____

This Zoning Case has been:

- ☐ Approved
- ☐ Denied
- ☐ Approved with amendments

Ordinance # _____

Notes

Processed By _____

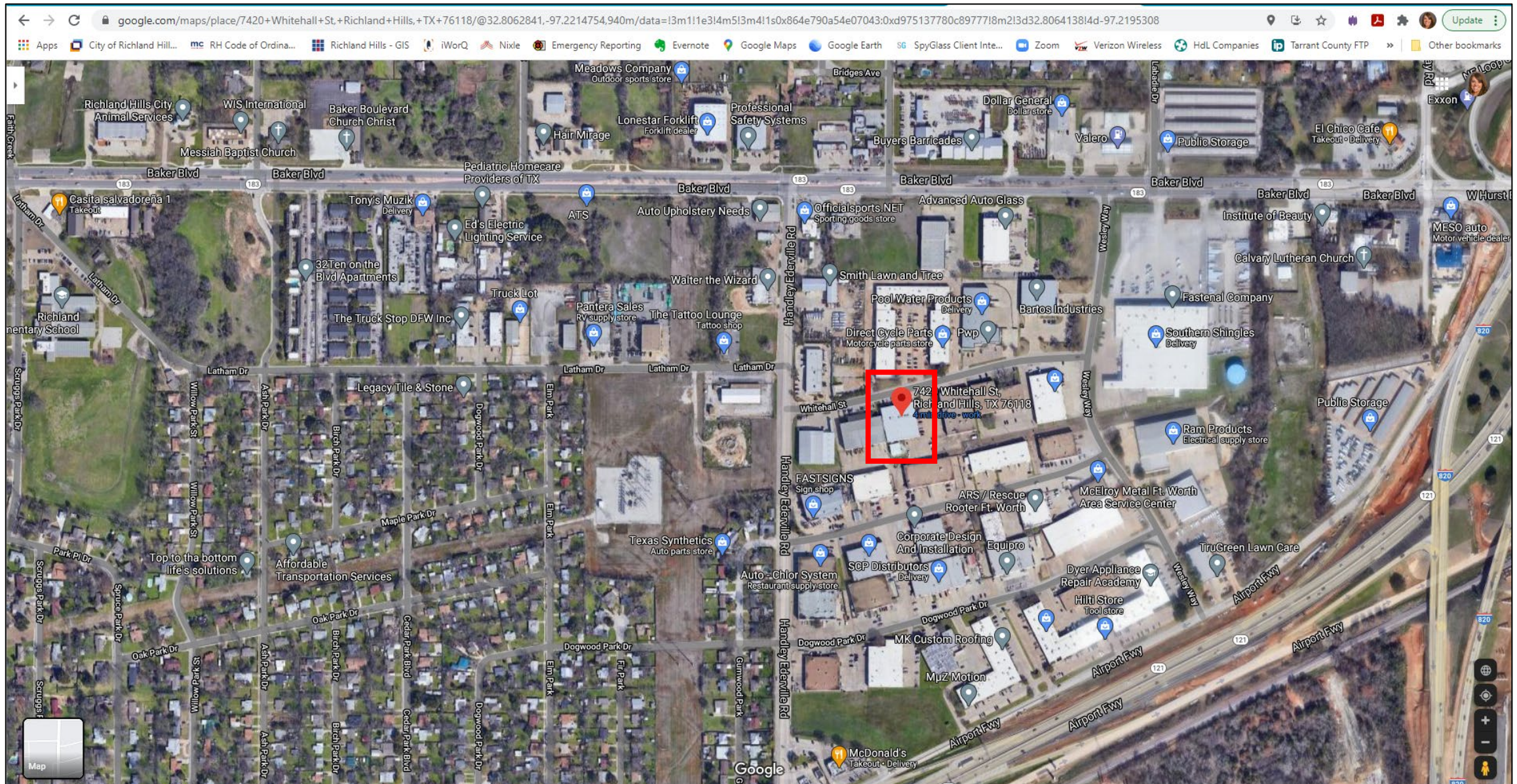
SRS Distribution – An Existing and Proven Contributor to Richland Hills' Economic Development



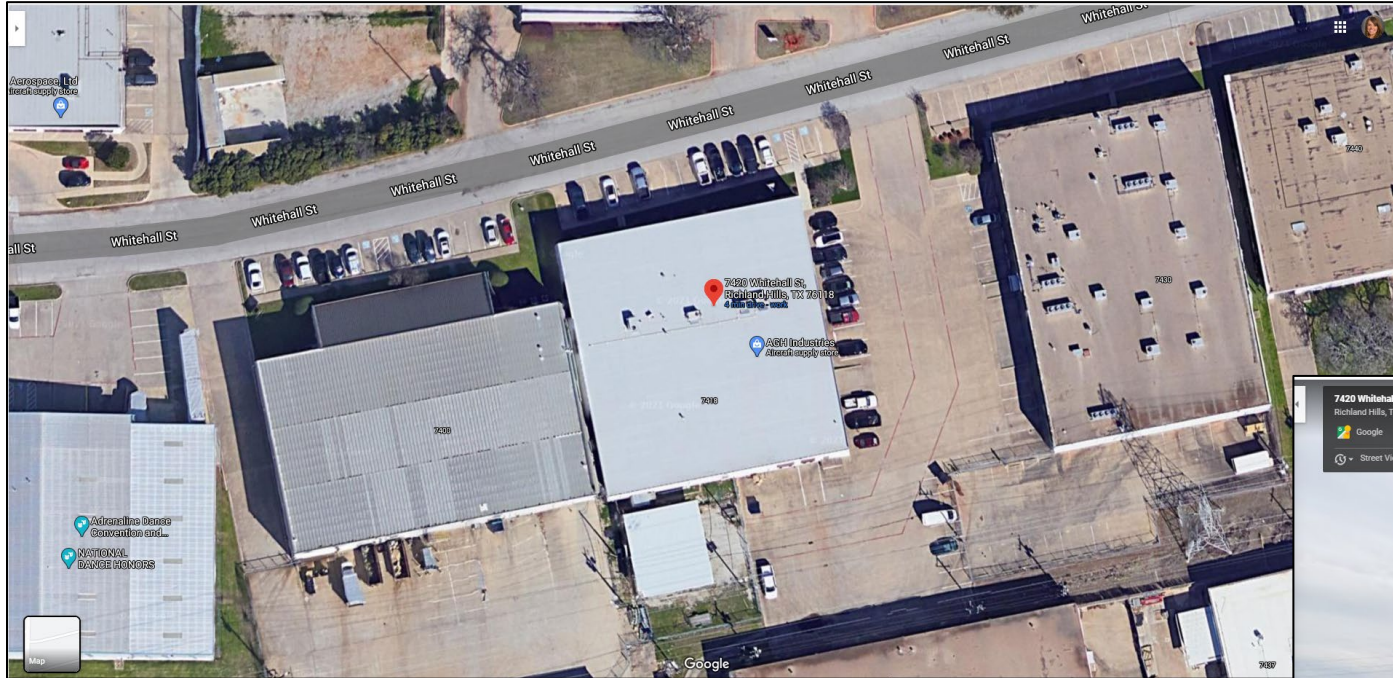
7500 Baker Boulevard - Building marked with A – tenant is Southern Shingles. Southern Shingles parent company is SRS Distribution.

7420 Whitehall Street Building marked with B – proposed tenant is Heritage Landscape Supply. Heritage Landscape Supply – parent company is SRS Distribution.

The two locations combined account for over 20 employees and a projected 2021 revenue base of over \$20 million.



7420 Whitehall Street

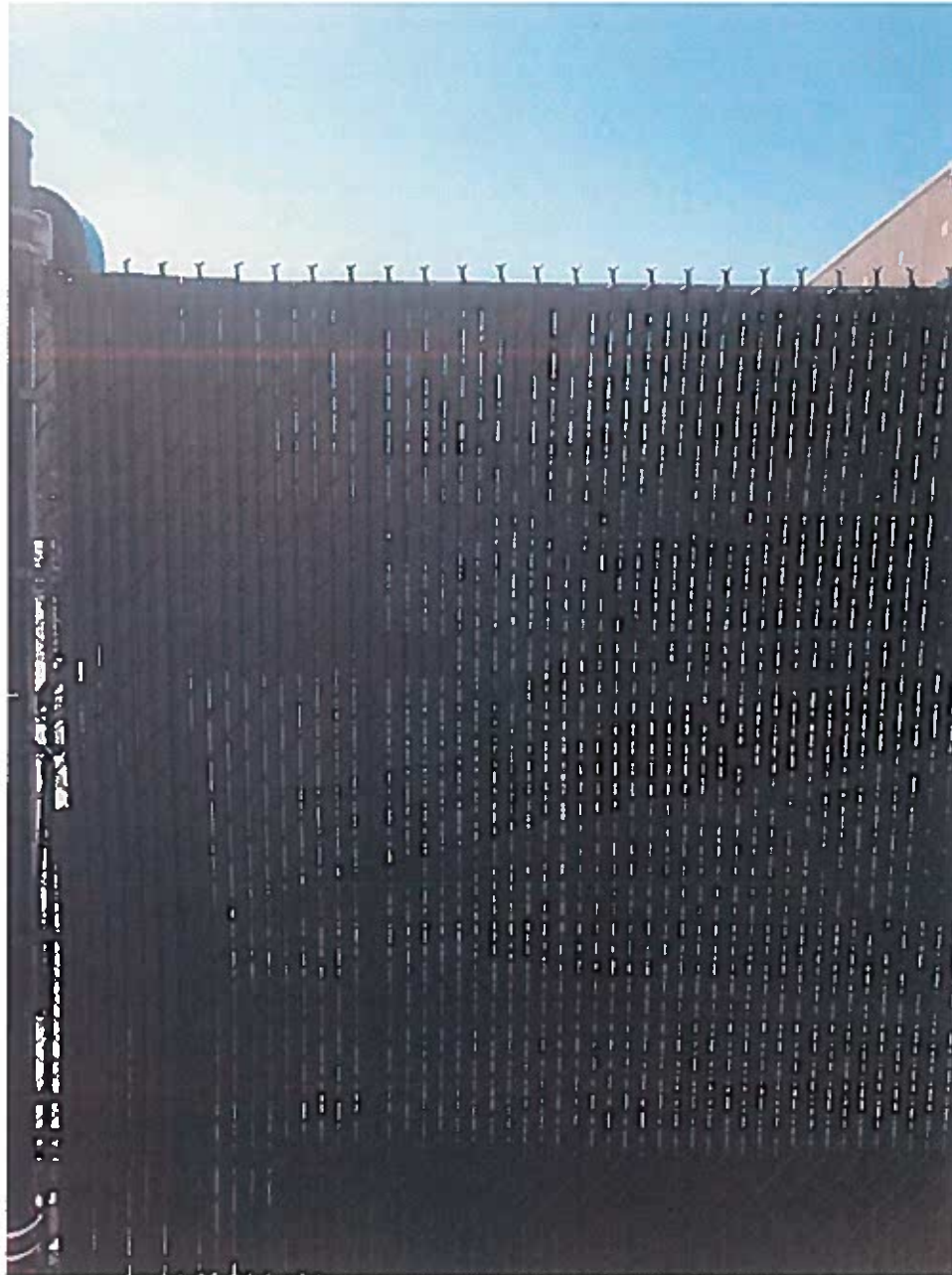


Proposed location of Heritage Landscape Supply DBA Irrigators Supply











ORDINANCE NO. 1429-21

AN ORDINANCE AMENDING CHAPTER 90 OF THE CITY CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY GRANTING A SPECIFIC USE PERMIT PERMITTING OUTSIDE STORAGE AND DISPLAY ON CERTAIN PROPERTY LOCATED AT 7420 WHITEHALL STREET, RICHLAND HILLS, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, codified as Chapter 90 of the City Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting the public health, safety, morals and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Specific Use Permit for Outside Storage and Display in the “HC Heavy Commercial” (HC) Zoning District; and

WHEREAS, a public hearing was duly held by the Planning and Zoning Commission of the City on April 15, 2021, and by the City Council of the City on April 26, 2021 with respect to the use changes described herein; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such permit on the terms and conditions described herein.

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

**SECTION 1
SPECIFIC USE PERMIT GRANTED**

Chapter 90 of the City Code, as amended, is hereby amended so that a specific use permit is granted as shown and described below:

Applicant: James Wright - Heritage Landscape Supply Group, dba Irrigators Supply

Property Address: 7420 Whitehall Street, Richland Hills, Texas

Legal Description: All that certain real property located in Tarrant County, Texas, more particularly described on Exhibit B attached hereto and made a part hereof.

Zoning Change: The property shall remain located in the “HC Heavy Commercial” (HC) Zoning District, and an Outdoor Storage and Display Specific Use Permit permitting Outdoor Storage and Display is hereby granted subject to the terms and conditions provided herein.

**SECTION 2
ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING**

The zoning districts, boundaries, and uses as herein established herein have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

**SECTION 3
ZONING ORDINANCE AND SPECIAL TERMS AND CONDITIONS APPLICABLE**

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City, for the zoning district into which they have been assigned. In addition, use of the property described above shall be subject to all restrictions, terms and conditions contained in the site plan and conditions attached as Exhibit A, which is incorporated herein by reference.

SECTION 4 ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all other Ordinances of the City of Richland Hills affecting zoning and land use, as amended, and shall not repeal any of the provisions of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 5 PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

SECTION 6 RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

SECTION 7 SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 8 PUBLICATION

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption, penalty clause, publication clause, and effective date clause of this Ordinance as required by law.

SECTION 9
EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2021.

EDWARD LOPEZ, THE HONORABLE MAYOR

ATTEST:

CATHY BOURG, CITY SECRETARY

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:

BETSY ELAM, CITY ATTORNEY

EXHIBIT A
Special Terms and Conditions

Conditions of Specific Use Permit:

- The property shall conform with the fencing and screening requirements for outside storage as outlined in the Richland Hills Code of Ordinances Section 91-100(e)
- Screening of the outside storage area may consist of 8ft high galvanized chain link with finned slats
- In order to access the fire lane behind the enclosed storage area, a Knox box pad should be placed on the entry gate or a key to the gate should be placed in the building's Knox box

EXHIBIT B

Tract 1:

Lots 3 and 4, Block 5, MIDWAY PLACE, an addition to the City of Richland Hills, Tarrant County, Texas, according to the plat recorded in Volume 388-181, Page 14 of the Deed Records of Tarrant County, Texas.

Tract 2:

Lot 1-R, Block 8, MIDWAY PLACE, an addition to the City of Richland Hills, Tarrant County, Texas, according to the plat recorded in Cabinet B, Slide 1352 of the Deed Records of Tarrant County, Texas.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: April 26, 2021

Subject: 3204 Handley Ederville Road SUP Request

Agenda Item:

Consider Ordinance 1430-21 a Specific Use Permit (SUP 2021-0147) for Cabinet/Upholstery Shop for the property described as Tract 1B Abstract 138 Hamilton Bennett Survey, City of Richland Hills, Tarrant County, Texas otherwise known as 3204 Handley Ederville Road, Richland Hills, Texas 76118 **PUBLIC HEARING**

Background Information:

The property at 3204 Handley Ederville Road is a 2,304 square foot building on 0.44 acres owned by Sam Jackson. The building was previously occupied by Jay Jackson Automotive for many years.

The applicant for this case is Gilbert Quintanilla, Jr. He would like to open a cabinet shop business, Blueprint Millwork, at this location. The property is currently zoned Light Commercial and requires an approved Specific Use Permit (SUP) for a cabinet/upholstery shop.

A code consult was recently conducted as part of the certificate of occupancy process. Several code issues were identified that will need to be addressed prior to occupying the building. A list of code compliance requirements is attached to this memo and included as part of the ordinance.

The City's Development Review Committee (DRC) has reviewed the SUP request and recommends approval pursuant to meeting all code compliance requirements before issuance of a certificate of occupancy for the business.

Financial Considerations:

Approval of the Specific Use Permit will not require additional funding from the City

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

The Planning and Zoning Commission considered the Specific Use Permit request at their April 15, 2021 meeting and recommended approval 5-0

Attachments:

Code Compliance Requirements
Specific Use Permit Application
Location Map
Property Photo
Ordinance 1430-21

Council Action Requested:

Motion to approve Ordinance 1430-21 a Specific Use Permit (SUP 2021-0147) for Cabinet/Upholstery Shop for the property described as Tract 1B Abstract 138 Hamilton Bennett Survey, City of Richland Hills, Tarrant County, Texas otherwise known as 3204 Handley Ederville Road, Richland Hills, Texas 76118

3204 Handley Ederville Road
Code Compliance Requirements

Fire Code Requirements:

1. Hardwired illuminated exit signs with battery backup
2. Knox Box attached to the building

Building Code Requirements:

1. Exposed Romex wiring on exterior
2. Need GFCI protection on all exterior receptacles with correct covers
3. Need Breaker blanks at electrical panel
4. Need GFCI protection in the bathroom
5. Extension cords need to be removed
6. Loose MC feeding tools need to be removed
7. Rotted wood on exterior needs to be repaired
8. Any roof damage will need to be repaired (front corner of roof has cinderblocks)

City Code Requirements:

1. Outside storage is not permitted unless approved with a Specific Use Permit. All outside storage must be screened from public view as outlined in Section 91-100(e) of the City Code of Ordinances
2. Parking will need to be striped
3. Property maintenance including chipped paint and rotted wood will need to be repaired



City of Richland Hills Zoning Application

Application Type

- ☒ Specific Use Permit
- ☐ Planned Development
- ☐ Zoning Text Amendment
- ☐ Zoning Map Amendment

20210147

\$ 300.00

Receipt # 312051 cc

Date - 3/10/21

Applicant Information

Applicant's Name: Gilbert Quintanilla Jr.
Business Name: Blueprint Millwork
Phone: 817-349-8210 Email: Blueprintmillwork@yahoo.com

Property Information

Property Address: 3204 Handley Ederville Rd. Square Feet: 2,304 sqft.
Building Owner: Sam Jackson Deed Date: _____
Company: _____ Phone: _____
Owner Address: Higgins Lane Haltom City
Owner's Phone #: 817-999-5162 Owner's Email: N/A
Previous Occupant: J Jackson Automotive
Current Zoning: _____

Zoning Request

Please describe the nature of your request

We will use the building for Commercial & residential
fabrication of cabinets and countertops. As well of
office space.

Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

Signature: _____

Date: 3/9/2021

WWW.BLUEPRINTMILLWORKTEXAS.COM

Public Hearing Information

Planning &
Zoning
Hearing Date

4-15-2021

City Council
Hearing Date

4-26-2021

This Zoning Case has been:

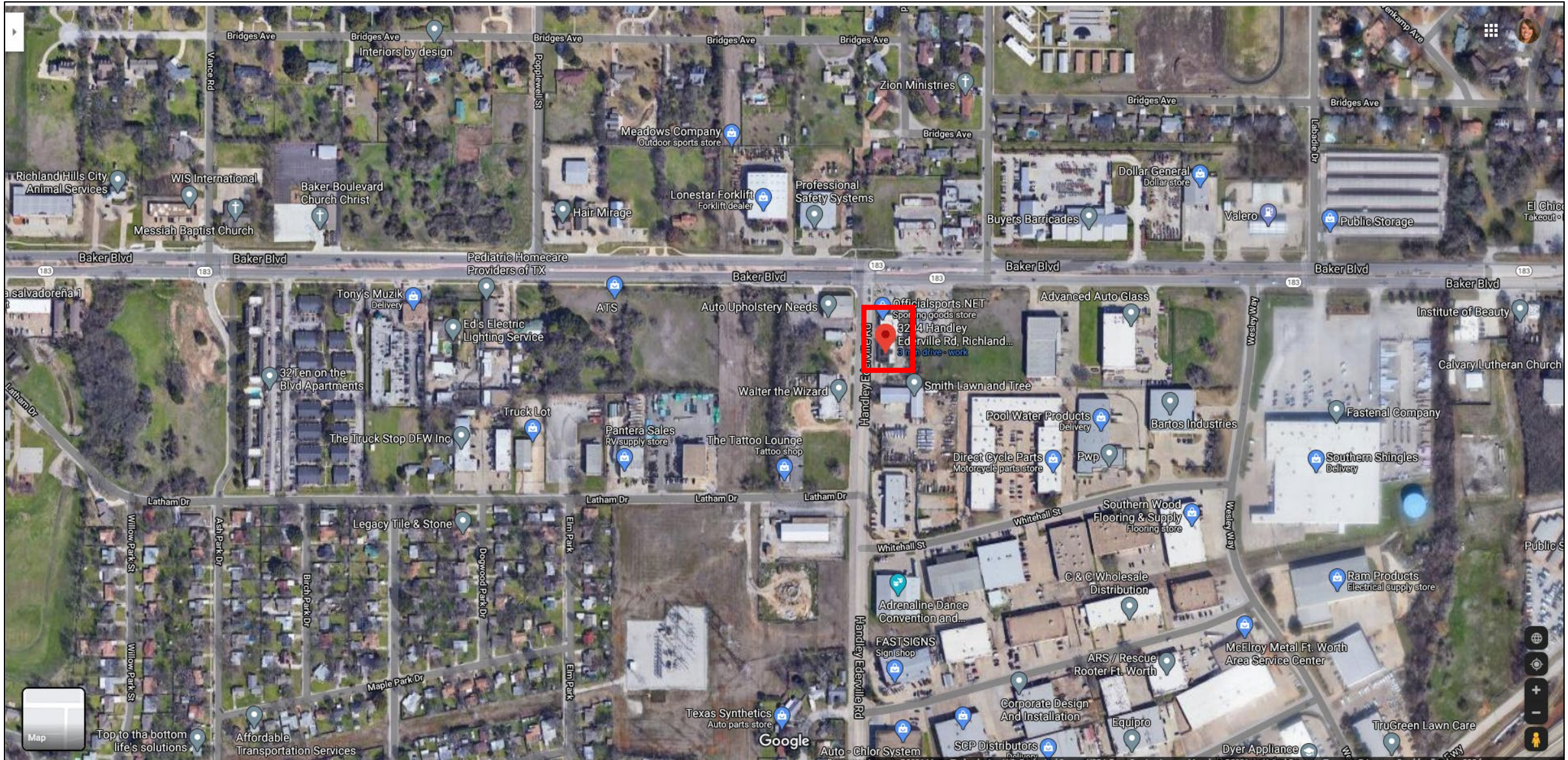
- ☐ Approved
- ☐ Denied
- ☐ Approved with amendments

Ordinance #

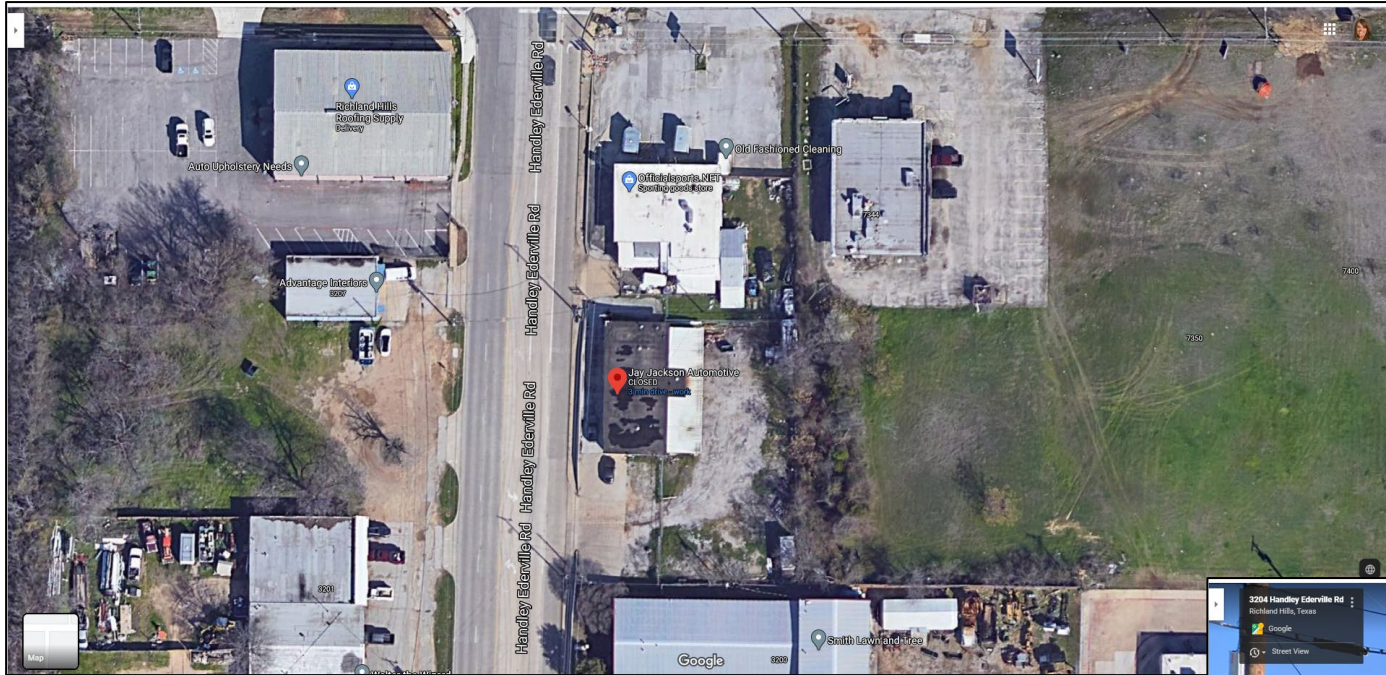
Notes

Processed By

3204 Handley Ederville Road



3204 Handley Ederville Road



ORDINANCE NO. 1430-21

AN ORDINANCE AMENDING CHAPTER 90 OF THE CITY CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY GRANTING A SPECIFIC USE PERMIT PERMITTING A CABINET/UPHOLSTERY SHOP ON CERTAIN PROPERTY LOCATED AT 3204 HANDLEY EDERVILLE ROAD, RICHLAND HILLS, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, codified as Chapter 90 of the City Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting the public health, safety, morals and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Specific Use Permit for a Cabinet/Upholstery Shop in the "LC Light Commercial" (LC) Zoning District; and

WHEREAS, a public hearing was duly held by the Planning and Zoning Commission of the City on April 15, 2021, and by the City Council of the City on April 26, 2021 with respect to the use changes described herein; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such permit on the terms and conditions described herein.

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

**SECTION 1
SPECIFIC USE PERMIT GRANTED**

Chapter 90 of the City Code, as amended, is hereby amended so that a specific use permit is granted as shown and described below:

Applicant: Gilbert Quintanilla, Jr. – Blueprint Millwork

Property Address: 3204 Handley Ederville Road, Richland Hills, Texas

Legal Description: All that certain real property located in Tarrant County, Texas, more particularly described on Exhibit B attached hereto and made a part hereof.

Zoning Change: The property shall remain located in the “LC Light Commercial” (LC) Zoning District, and Cabinet/Upholstery Shop Specific Use Permit permitting a Cabinet/Upholstery Shop is hereby granted subject to the terms and conditions provided herein.

**SECTION 2
ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING**

The zoning districts, boundaries, and uses as herein established herein have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

**SECTION 3
ZONING ORDINANCE AND SPECIAL TERMS AND CONDITIONS APPLICABLE**

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City, for the zoning district into which they have been assigned. In addition, use of the property described above shall be subject to all restrictions, terms and conditions contained in the site plan and conditions attached as Exhibit A, which is incorporated herein by reference.

SECTION 4 ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all other Ordinances of the City of Richland Hills affecting zoning and land use, as amended, and shall not repeal any of the provisions of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 5 PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

SECTION 6 RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

SECTION 7 SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 8 PUBLICATION

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption, penalty clause, publication clause, and effective date clause of this Ordinance as required by law.

SECTION 9
EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2021.

EDWARD LOPEZ, THE HONORABLE MAYOR

ATTEST:

CATHY BOURG, CITY SECRETARY

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:

BETSY ELAM, CITY ATTORNEY

EXHIBIT A
Special Terms and Conditions

Conditions of Specific Use Permit:

The building and property must be brought into compliance with current code regulations as listed below:

Fire Code Requirements:

1. Hardwired illuminated exit signs with battery backup
2. Knox Box attached to the building

Building Code Requirements:

1. Exposed Romex wiring on exterior
2. Need GFCI protection on all exterior receptacles with correct covers
3. Need Breaker blanks at electrical panel
4. Need GFCI protection in the bathroom
5. Extension cords need to be removed
6. Loose MC feeding tools need to be removed
7. Rotted wood on exterior needs to be repaired
8. Any roof damage will need to be repaired (front corner of roof has cinderblocks)

City Code Requirements:

1. Outside storage is not permitted unless approved with a Specific Use Permit. All outside storage must be screened from public view as outlined in Section 91-100(e) of the City Code of Ordinances
2. Parking will need to be striped
3. Property maintenance including chipped paint and rotted wood will need to be repaired

EXHIBIT B
Legal Description

All that certain tract of land situated in the Hamilton Bennet Survey, A-138, Tarrant County, Texas, and being described by metes and bounds as follows:

Beginning at a point which stands South 1 degrees, 23' West a distance of 288.5 feet and South 89 degrees 30' East a distance of 25.0 feet from the Northwest corner of said Hamilton Bennett Survey; the said beginning point being also in the East line of the Handley-Ederville Road, South 1 degrees 23' West, a distance of 160.0 feet from the South line of State Highway No. 183;
Thence South 89 degrees 30' East a distance of 150.0 feet to an iron pin for corner;
Thence North 89 degrees 30' West a distance of 150.0 feet to the East line of the said Handley-Ederville Road, to an iron pin for corner;
Thence North 1 degree 23' East a distance of 150.0 feet to the point of beginning.

SAVE AND EXCEPT THAT FROM THAT portion thereof as described in Warranty Deed dated February 17, 2000, executed by Viola Braswell to the City of Richland Hills, recorded in Volume 14220, Page 531, Deed Records, Tarrant County, Texas.

Commonly known as 3204 Handley Ederville Road.

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: April 26, 2021

Subject: 7285 Glenview Drive SUP Request

Agenda Item:

Consider Ordinance 1431-21 a Specific Use Permit (SUP 2021-0202) for a Single-Family Residence for the property described as Lot 3, Block 3 Willman Addition, City of Fort Worth, Tarrant County, Texas otherwise known as 7285 Glenview Drive, Richland Hills, Texas 76180 **PUBLIC HEARING**

Background Information:

The property at 7285 Glenview Drive is a 1,211 square foot single-family residence on 0.38 acres owned by Sherry and Robert Leavitt. The Leavitts have owned the property since 2019. The property was previously owned by Mrs. Leavitt's parents, Percy and Gloria Taylor, who resided in the home.

Mrs. Leavitt would like to use the property as a single-family rental home. The property is currently zoned Mixed Use and requires an approved Specific Use Permit (SUP) for a single-family residence.

Prior to adoption of the City's current Comprehensive Zoning Plan in May 2014, the property at 7285 Glenview Drive was zoned Commercial - General (Ord. 848-98 adopted October 27, 1998). The property was purchased in 1950 by Percy and Gloria Taylor and used as their primary residence until their passing.

All the properties along this section of Glenview Drive have been converted to commercial businesses. The City's Development Review Committee (DRC) has reviewed the request and does not recommend a residential use for this property, though it would meet the requirements of a single-family residence in the Mixed Use zoning district.

Financial Considerations:

Approval of the Specific Use Permit will not require additional funding from the City

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

The Planning and Zoning Commission considered the Specific Use Permit request at their April 15, 2021 meeting. Members of the Commission expressed some concern about the residential use amidst all the commercial uses, but recommended approval 5-0 based on the historical use of the property.

Attachments:

Specific Use Permit Application
Location Map
Property Photo
Current Zoning Map
Prior Zoning Map
Future Land Use Map
Ordinance 1431-21

Council Action Requested:

Motion to approve Ordinance 1431-21 a Specific Use Permit (SUP 2021-0202) for a Single-Family Residence for the property described as Lot 3, Block 3 Willman Addition, City of Fort Worth, Tarrant County, Texas otherwise known as 7285 Glenview Drive, Richland Hills, Texas 76180



City of Richland Hills Zoning Application

Application Type

- ☒ Specific Use Permit
☐ Planned Development
☐ Zoning Text Amendment
☐ Zoning Map Amendment

20210202

#300⁰⁰
Receipt # 313576 CK
3/26/21

Applicant Information

Applicant's Name: Sherry Leavitt

Business Name: _____

Phone: 817-706-0262

Email sherry@texasleavitts.com

Property Information

Property Address 7285 Glenview Dr

Square Feet 1,211

Building Owner Sherry Leavitt

Deed Date 10/6/2020

Company _____

Phone _____

Owner Address 511 Holly Ct, Keller TX 76248

Owner's Phone # 817-706-0262

Owner's Email sherry@texasleavitts.com

Previous Occupant Gloria Taylor and family

Current Zoning Mixed

Zoning Request

Please describe the nature of your request

My parents purchased this house in 1950. It has always been our family's home for the past 70 years. Our daughter was living in the house when my mom passed away

and continues to live there. The house has always been occupied as a residence. After my mom passed, I called the city of Richland Hills and talked with Ms. Duffy,

Development Manager, and asked her if the house could be rented since I inherited it and it has never been sold. She confirmed with the City's lawyer that yes,

it can be rented. I just need to file for a permit. I don't understand why we are required to file for a Specific Use Permit since it has already been approved by the City's lawyer that the house could be rented.

Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

Signature: Sherry Leavitt

Date: 3/23/2021

Public Hearing Information

Planning &
Zoning
Hearing Date 4-15-2021

City Council
Hearing Date 4-26-2021

This Zoning Case has been:

- ☐ Approved
☒ Denied
☒ Approved with amendments

Ordinance # _____

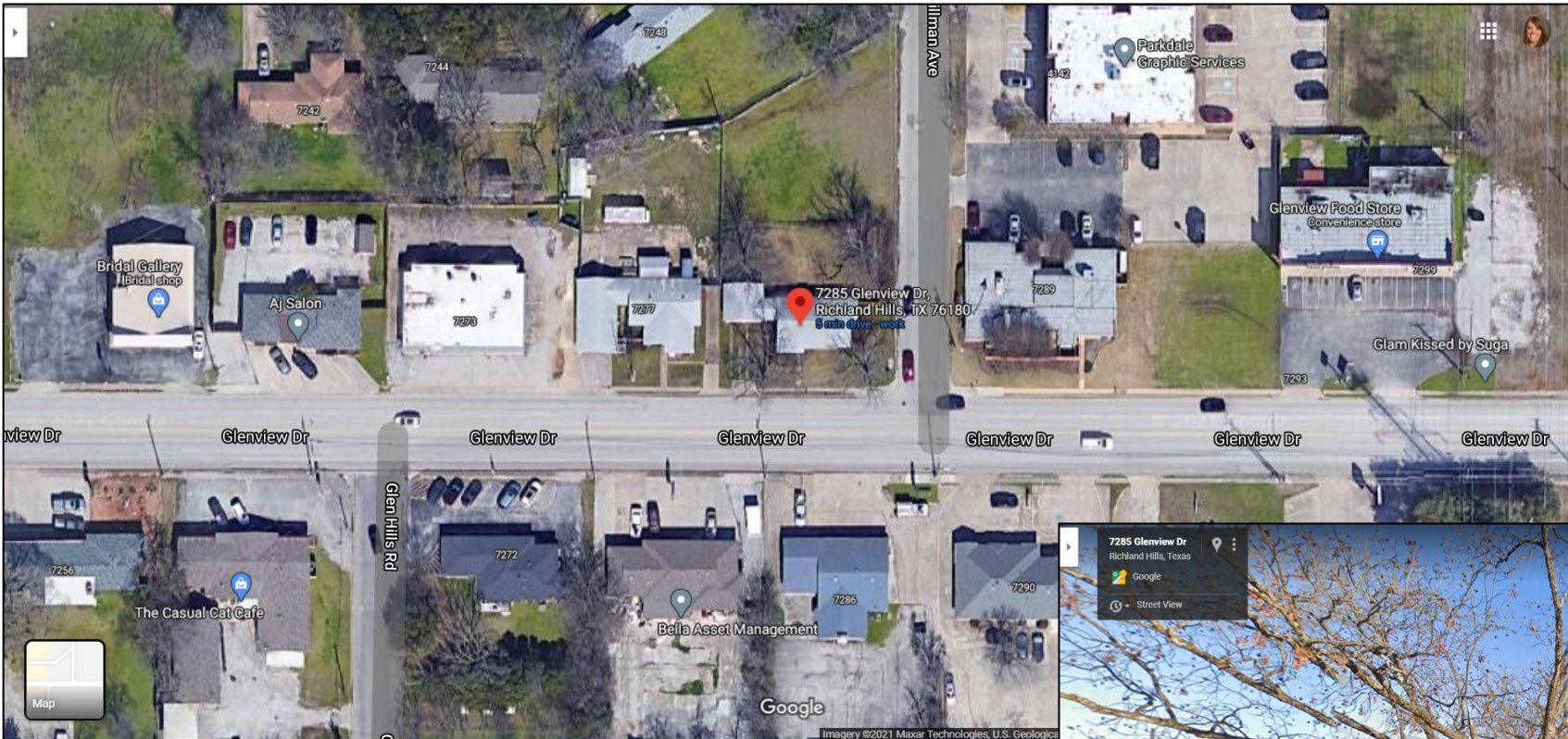
Notes

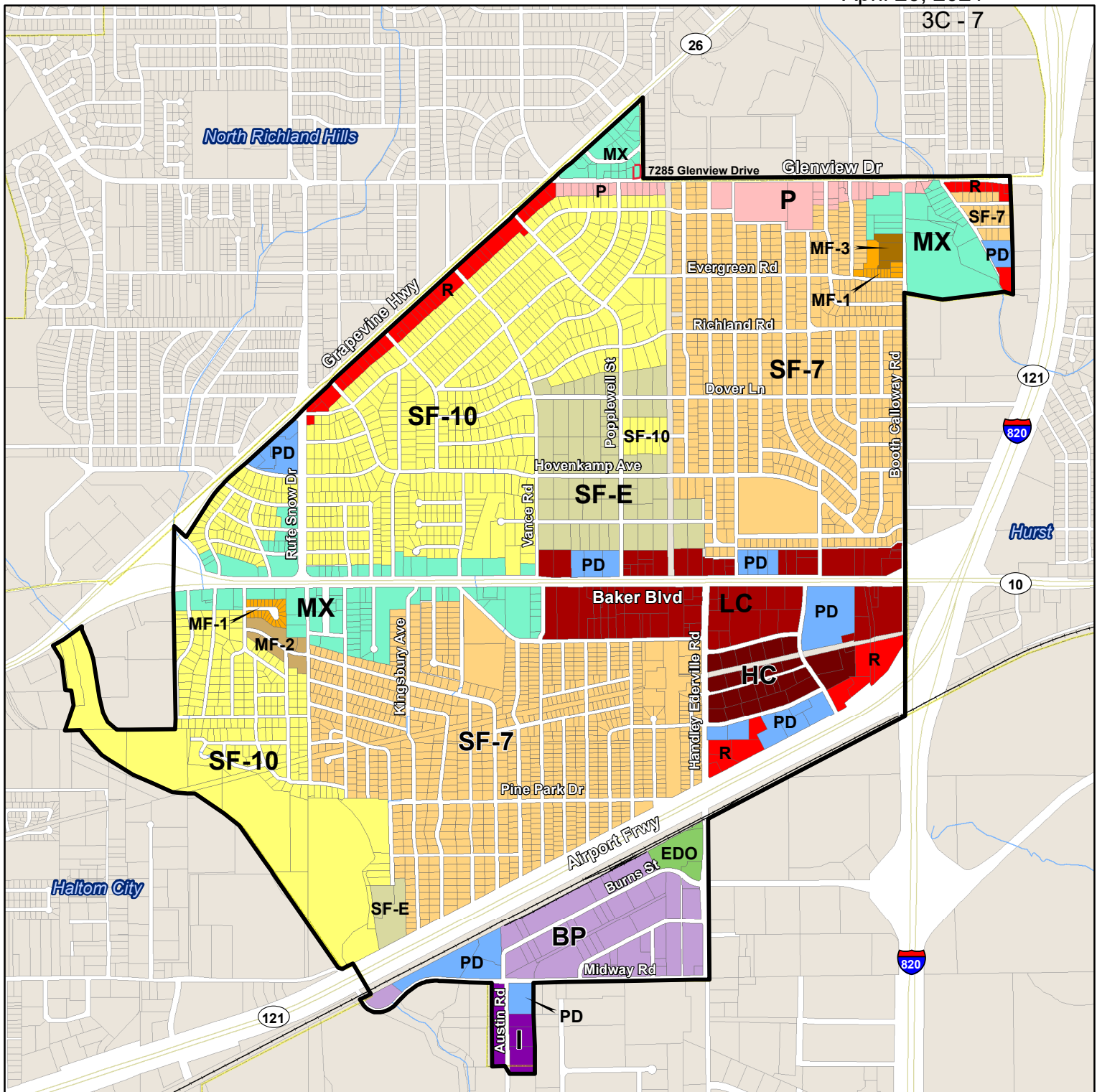
Processed By _____

7285 Glenview Drive



7285 Glenview Drive





Richland Hills, Texas Official Zoning Map

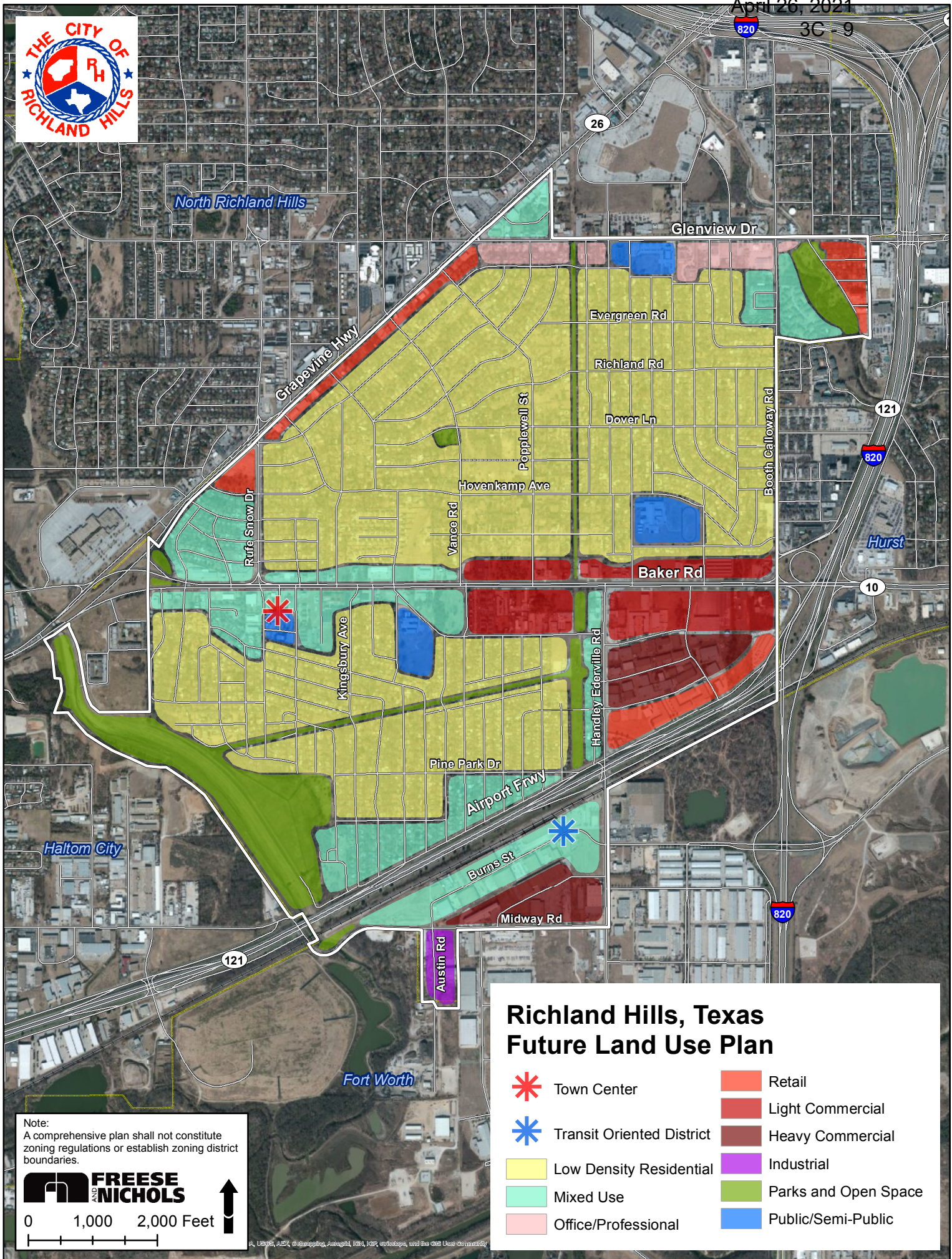
SF-E Single-Family Residential Estate	P Professional Office
SF-10 Single-Family Residential	R Retail
SF-7 Single-Family Residential	LC Light Commercial
MF-1 Two-Family (Duplex) Residential	HC Heavy Commercial
MF-2 Multiple-Family Residential Medium Density	BP Business Park
MF-3 Multiple-Family Residential High Density	I Industrial
MH Manufactured Home (HUD Code)	MX Mixed Use
EDO Entertainment District Overlay	PD Planned Development
	Richland Hills City Limits



0 1,000 2,000 Feet



dvh/acadwin/rh98z8/10/20/98



Note:
A comprehensive plan shall not constitute
zoning regulations or establish zoning district
boundaries.

**FREESE
AND
NICHOLS**

0 1,000 2,000 Feet

Richland Hills, Texas Future Land Use Plan

- | | | | |
|--|---------------------------|--|----------------------|
| | Town Center | | Retail |
| | Transit Oriented District | | Light Commercial |
| | Low Density Residential | | Heavy Commercial |
| | Mixed Use | | Industrial |
| | Office/Professional | | Parks and Open Space |
| | | | Public/Semi-Public |

ORDINANCE NO. 1431-21

AN ORDINANCE AMENDING CHAPTER 90 OF THE CITY CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY GRANTING A SPECIFIC USE PERMIT PERMITTING A SINGLE-FAMILY RESIDENCE ON CERTAIN PROPERTY LOCATED AT 7285 GLENVIEW DR., RICHLAND HILLS, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, codified as Chapter 90 of the City Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting the public health, safety, morals and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Specific Use Permit for a Single-Family Residence in the “MX Mixed Use” (MX) Zoning District; and

WHEREAS, a public hearing was duly held by the Planning and Zoning Commission of the City on April 15, 2021, and by the City Council of the City on April 26, 2021 with respect to the use changes described herein; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such permit on the terms and conditions described herein.

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

**SECTION 1
SPECIFIC USE PERMIT GRANTED**

Chapter 90 of the City Code, as amended, is hereby amended so that a specific use permit is granted as shown and described below:

Applicant: Sherry Leavitt

Property Address: 7285 Glenwood Drive, Richland Hills, Texas

Legal Description: Property located at 7285 Glenview Drive, Richland Hills, Texas 76180, Lot 3, Block 3, Willman Addition, Tarrant County, Texas according to the plat recorded in Volume 388-C, Page 389, Deed Records, Tarrant County, Texas.

Zoning Change: The property shall remain located in the “MX Mixed Use” (MX) Zoning District, and Single-Family Residence Specific Use Permit permitting a Single-Family Residence is hereby granted subject to the terms and conditions provided herein.

**SECTION 2
ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING**

The zoning districts, boundaries, and uses as herein established herein have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

**SECTION 3
ZONING ORDINANCE AND SPECIAL TERMS AND CONDITIONS APPLICABLE**

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City, for the zoning district into which they have been assigned. In addition, use of the property described above shall be subject to all restrictions, terms and conditions contained in the site plan and conditions attached as Exhibit A, which is incorporated herein by reference.

SECTION 4 ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all other Ordinances of the City of Richland Hills affecting zoning and land use, as amended, and shall not repeal any of the provisions of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 5 PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

SECTION 6 RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

SECTION 7 SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 8 PUBLICATION

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption, penalty clause, publication clause, and effective date clause of this Ordinance as required by law.

SECTION 9
EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2021.

EDWARD LOPEZ, THE HONORABLE MAYOR

ATTEST:

CATHY BOURG, CITY SECRETARY

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:

BETSY ELAM, CITY ATTORNEY

EXHIBIT A
Special Terms and Conditions

Conditions of Specific Use Permit:

The property shall meet all requirements of Section 14-336 of the City Code of Ordinances for rental residences and all other ordinance requirements for residential properties

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: April 26, 2021

Subject: 7020 Midway Road SUP Request

Agenda Item:

Consider Ordinance 1432-21 a Specific Use Permit (SUP 2021-0222) for Miscellaneous Hazardous Industrial Use for the property described as Lot 3, Block 2-R-1, Richland Gardens Addition, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7020 Midway Road, Richland Hills, Texas 76118 **PUBLIC HEARING**

Background Information:

The property at 7020 Midway Road is a new 5,000 square foot warehouse owned by G Catch, LLC.

The applicant for this case is Pablo Parga. He would like to open a pet cremation service, PRS Heavenly Bridge, at this location. The property is currently zoned Planned Development and allows for all uses within the Industrial zoning district. Miscellaneous Hazardous Industrial Use is permitted within the Industrial district with an approved Specific Use Permit (SUP).

The City's Development Review Committee (DRC) has reviewed the SUP request and recommends approval pursuant to the business meeting all requirements of the Texas Commission on Environmental Quality (TCEQ) for pet cremation services.

Ordinance 1432-21 contains a special condition that this Specific Use Permit pertains only to pet cremation services and does not permit other Miscellaneous Industrial Hazardous Uses on this property in the future.

Financial Considerations:

Approval of the Specific Use Permit will not require additional funding from the City

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

The Planning and Zoning Commission considered the Specific Use Permit request at their April 15, 2021 meeting and recommended approval 5-0

Attachments:

Specific Use Permit Application
Location Map
Property Photo
TCEQ Requirements
Ordinance 1432-21

Council Action Requested:

Motion to approve Ordinance 1432-21 a Specific Use Permit (SUP 2021-0222) for Miscellaneous Hazardous Industrial Use for pet cremation services for the property described as Lot 3, Block 2-R-1, Richland Gardens Addition, an addition to the City of Richland Hills, Tarrant County, Texas otherwise known as 7020 Midway Road, Richland Hills, Texas 76118



City of Richland Hills Zoning Application

Application Type

- ☒ Specific Use Permit
- ☐ Planned Development
- ☐ Zoning Text Amendment
- ☐ Zoning Map Amendment

20210222

\$300.00
Receipt #

Applicant Information

Applicant's Name: TABIO PARRA
Business Name: PES HEAVENLY BRIDGE
Phone: 817.915.4666 Email: PES.HEAVENLYBRIDGE@GMAIL.COM

Property Information

Property Address: 7020 Midway Rd Square Feet: 5000
Building Owner: Andy Hickson Deed Date: _____
Company: 6 CASH LLC Phone: 817.308.5030
Owner Address: 7060 Midway Rd R.H. 76118
Owner's Phone #: 817 308 5030 Owner's Email: AHICKSON@SUMMITHOMESDFW.COM
Previous Occupant: NEW CONSTRUCTION
Current Zoning: INDUSTRIAL

Zoning Request

Please describe the nature of your request

ADDITION OF PET SERVICES / PET CREMATORIUM

SUP for Miscellaneous Hazardous Industrial Use

Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

Signature: [Signature] Date: 24 MARCH 21

Public Hearing Information

Planning &
Zoning
Hearing Date 4-15-21

City Council
Hearing Date 4-26-2021

This Zoning Case has been:

- ☐ Approved
- ☐ Denied
- ☐ Approved with amendments

Ordinance # _____

Notes

Processed By _____

7020 Midway Road

April 26, 2021
3D - 5





7020 Midway Road

Pet Crematory Requirements

1. Pet crematories are regulated as incinerators, differently than regulations for crematoriums for human remains
2. Per Texas Commission on Environmental Quality (TCEQ) animal carcasses are defined as “special waste”
3. TCEQ regulates the disposal of animal carcasses/special waste
 - a. Also regulated by the United States EPA rules pertaining to incinerators
4. TCEQ – Animal Carcass Incinerator (ACI) Air Quality Standard Permit Summary
 - a. Animal Carcass Incinerators:
 - i. Maximum burn rate of 200 lbs./hr.
 - ii. Cannot incinerate research or lab test animals;
 - iii. Incinerate animals within two hours of arrival or store in a freezer in order to minimize odors;
 - iv. On-site burial or spreading of ashes is strictly forbidden;
 - v. Must be more than 50 feet from the property line; and
 - vi. Cannot accept pathological waste (like medical waste)
 - b. Notice requirements for ACI permit applications

ORDINANCE NO. 1432-21

AN ORDINANCE AMENDING CHAPTER 90 OF THE CITY CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY GRANTING A SPECIFIC USE PERMIT PERMITTING A MISCELLANEOUS HAZARDOUS INDUSTRIAL USE ON CERTAIN PROPERTY LOCATED AT 7020 MIDWAY ROAD, RICHLAND HILLS, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, codified as Chapter 90 of the City Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting the public health, safety, morals and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, the Texas Commission of Environmental Quality defines a pet crematorium as an incinerator, and an incinerator is not a defined use in the City's comprehensive zoning ordinance; and

WHEREAS, the City Council of the City finds the proposed incinerator use would create a hazard or nuisance to adjacent property or the community at large due to the possible emission of excessive smoke, noise, gas, fumes, dust, odor, or vibration, or the danger of fire, explosion or radiation, thereby classifying the proposed use as "Miscellaneous Hazardous Industrial Use;" and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Specific Use Permit for a Miscellaneous Hazardous Industrial Use in the "I Industrial" (I) Zoning District; and

WHEREAS, a public hearing was duly held by the Planning and Zoning Commission of the City on April 15, 2021, and by the City Council of the City on April 26, 2021 with respect to the use changes described herein; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such permit on the terms and conditions described herein.

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

**SECTION 1
SPECIFIC USE PERMIT GRANTED**

Chapter 90 of the City Code, as amended, is hereby amended so that a specific use permit is granted as shown and described below:

Applicant:	Pablo Parga – PRS Heavenly Bridge
Property Address:	7020 Midway Road, Richland Hills, Texas
Legal Description:	Situated in the City of Richland Hills, Tarrant County, Texas and being all of Lot 3, Block 2-R-1, RICHLAND GARDENS ADDITION, as shown on plat thereof recorded in Volume 388-190, Page 55, of the Tarrant County Plat Records.
Zoning Change:	The property shall remain located in the “I Industrial” (I) Zoning District, and Miscellaneous Hazardous Industrial Use Permit permitting a Pet Crematorium is hereby granted subject to the terms and conditions provided herein.

**SECTION 2
ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING**

The zoning districts, boundaries, and uses as herein established herein have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

**SECTION 3
ZONING ORDINANCE AND SPECIAL TERMS AND CONDITIONS APPLICABLE**

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City, for the zoning district into which they have been assigned. In addition, use

of the property described above shall be subject to all restrictions, terms and conditions contained in the site plan and conditions attached as Exhibit A, which is incorporated herein by reference.

SECTION 4 ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all other Ordinances of the City of Richland Hills affecting zoning and land use, as amended, and shall not repeal any of the provisions of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 5 PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

SECTION 6 RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

SECTION 7 SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 8
PUBLICATION**

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption, penalty clause, publication clause, and effective date clause of this Ordinance as required by law.

**SECTION 9
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2021.

EDWARD LOPEZ, THE HONORABLE MAYOR

ATTEST:

CATHY BOURG, CITY SECRETARY

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:

BETSY ELAM, CITY ATTORNEY

EXHIBIT A
Special Terms and Conditions

Conditions of Specific Use Permit:

- Business must provide proof that they have met all requirements of the Texas Commission on Environmental Quality for pet cremation services and adhere to any annual testing and reporting requirements
- This Specific Use Permit pertains only to pet cremation services and does not permit other Miscellaneous Industrial Hazardous Uses on this property

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: April 26, 2021

Subject: 3401 Booth Calloway Road Zoning Change Request

Agenda Item:

Consider Ordinance 1433-21 a zoning change on property described as being a portion of Lot 7, Block 97, Richland Hills Addition, Tarrant County, Texas otherwise known as 3401 Booth Calloway Road, Richland Hills, Texas 76118. Current Zoning: Single-Family Residential (SF-7). Requested Zoning: Light Commercial (LC) **PUBLIC HEARING**

Background Information:

The property at 3401 Booth Calloway Road is a 3,294 square foot building on 0.30 acres zoned Single-Family Residential (SF-7). The property is currently owned by MZLS Enterprises LP.

The applicant in this case, Masoud Shaygan, has owned the property since March 2015. When he purchased the property, it was a commercial property occupied by an insurance business. The insurance business is no longer occupying the building; and therefore, Mr. Shaygan is requesting a zoning change to Light Commercial (LC) in order to continue the commercial designation.

Prior to adoption of the City's current Comprehensive Zoning Plan in May 2014, the property at 3401 Booth Calloway Road was zoned Commercial – Restricted (C-1). The Tarrant Appraisal District lists the state code as OFCLowRise, which indicates a low-rise office designation.

The properties south of 3401 Booth Calloway Road along Baker Boulevard are zoned Light Commercial. The property just east across Booth Calloway Road is within the Hurst city limits and zoned Outdoor Commercial (OC). The other Hurst properties north along Booth Calloway are zoned residential.

The properties north and west of 3401 Booth Calloway are also zoned Single-Family Residential (SF-7). The Future Land Use Plan shows the property developing as low density residential. The requested change is not consistent with the City's Comprehensive Land Use Plan.

Financial Considerations:

Approval of the zoning change will require no additional funding from the City

Legal Review:

The City Attorney has reviewed the Ordinance

Board/Citizen Input:

The Planning and Zoning Commission considered the zoning change request at their April 15, 2021 meeting. The Commission did not feel that the Light Commercial designation was appropriate for the property or area and requested the applicant consider a zoning change to Mixed Use instead. The applicant was agreeable to the change and the Commission recommended approval 5-0 for a zoning change from Single-Family Residential (SF-7) to Mixed Use (MX).

Ordinance 1433-21 was updated to reflect the Planning and Zoning Commission's recommendation of Mixed Use.

Attachments:

Zoning Change Application
Location Map
Property Photo
Current Zoning Map
Prior Zoning Map
Future Land Use Map
Ordinance 1433-21

Council Action Requested:

Motion to *(approve/deny)* 1433-21 a zoning change on property described as being a portion of Lot 7, Block 97, Richland Hills Addition, Tarrant County, Texas otherwise known as 3401 Booth Calloway Road, Richland Hills, Texas 76118 from Single-Family Residential (SF-7) to Mixed Use (MX)



City of Richland Hills Zoning Application

Application Type

Specific Use Permit
Planned Development
Zoning Text Amendment
Zoning Map Amendment

Applicant Information

Applicant's Name: MASOUD SHAYGAN
Business Name: MZLS ENTERPRISES LP
Phone: 469 855 0831 Email: texasdynamicimports@gmail.com

Property Information

Property Address: 3401 BOOTH CANYONWAY Square Feet _____
Building Owner: MZLS ENTERPRISES LP Deed Date _____
Company: MZLS ENTERPRISES LP Phone: 469 855 0831
Owner Address: P. O. BOX 793923 DALLAS, TX 75379
Owner's Phone #: 469 855 0831 Owner's Email: Texasdynamicimports@gmail.com
Previous Occupant: FARMERS INSURANCE
Current Zoning: Commercial by the county residential by the city.

Zoning Request

Please describe the nature of your request

THIS PROPERTY HAS BEEN BUILT ON THE COMMERCIAL LAND AND HAS BEEN
INSPECTED BY CITY AS A COMMERCIAL BUILDING AND IT HAS BEEN OCCUPIED BY
(FARMERS INSURANCE) SINCE WAS COMPLETED. I AM REQUESTING TO CHANGE THE ZONE
BACK TO COMMERCIAL AS IT HAS EVER BEEN AND I HAVE BEEN PAYING TAXES BASED ON COMMERCIAL BUILDING

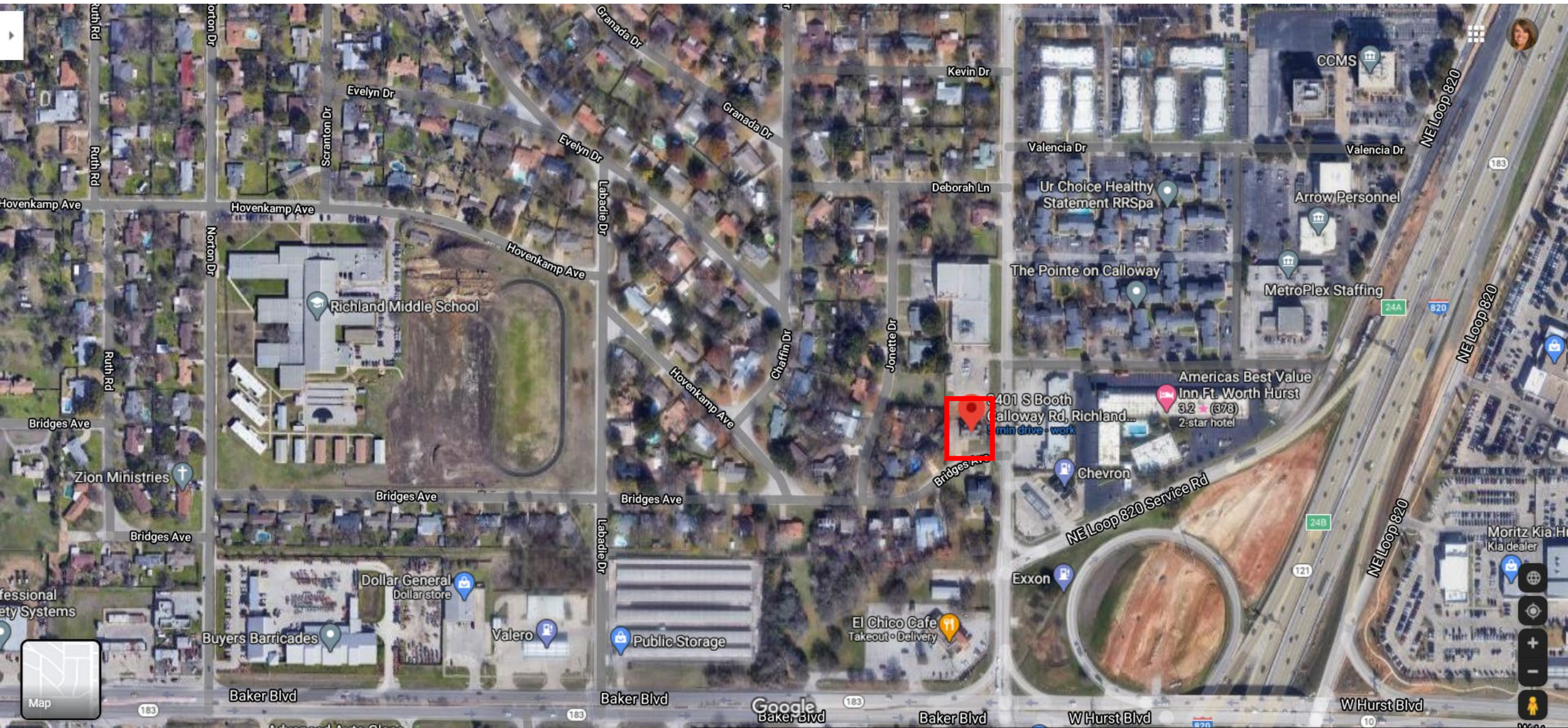
Signature

I certify that my answers are true and complete to the best of my knowledge and I understand that false or misleading information in my application may result in zoning violations.

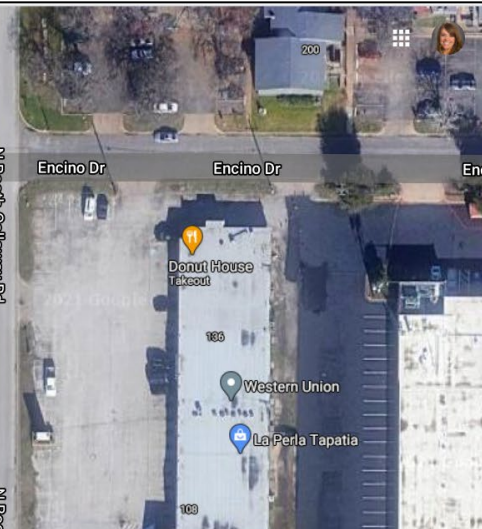
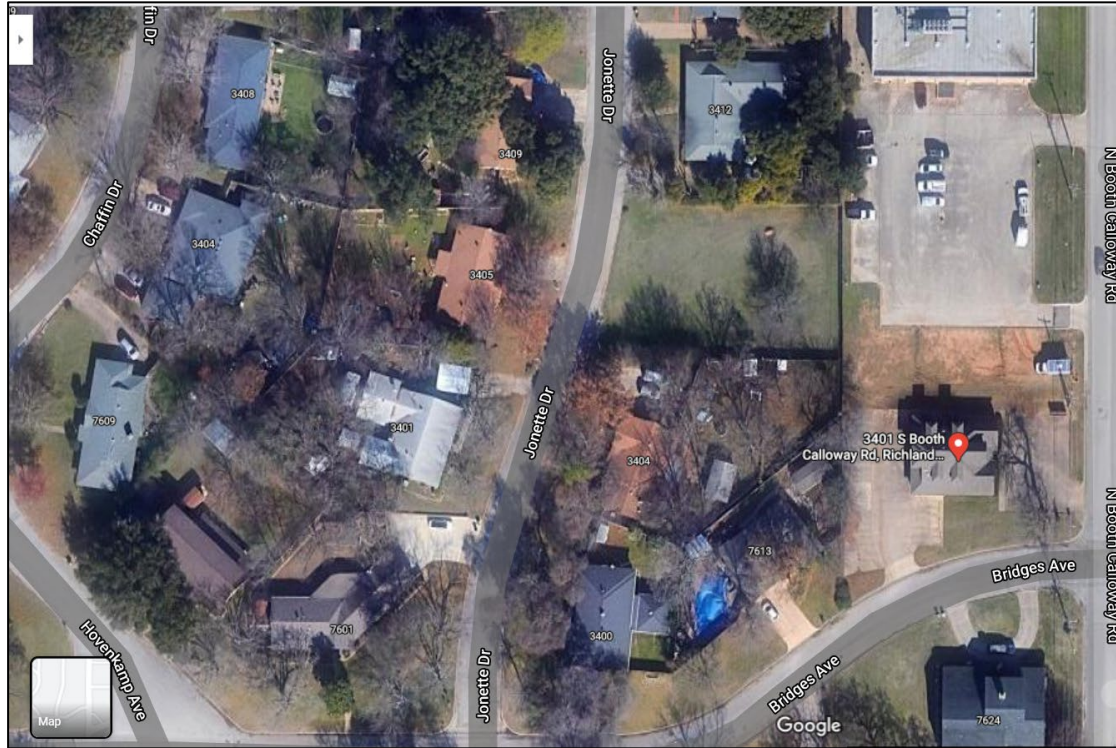
Signature: Marj Date: 1/27/21

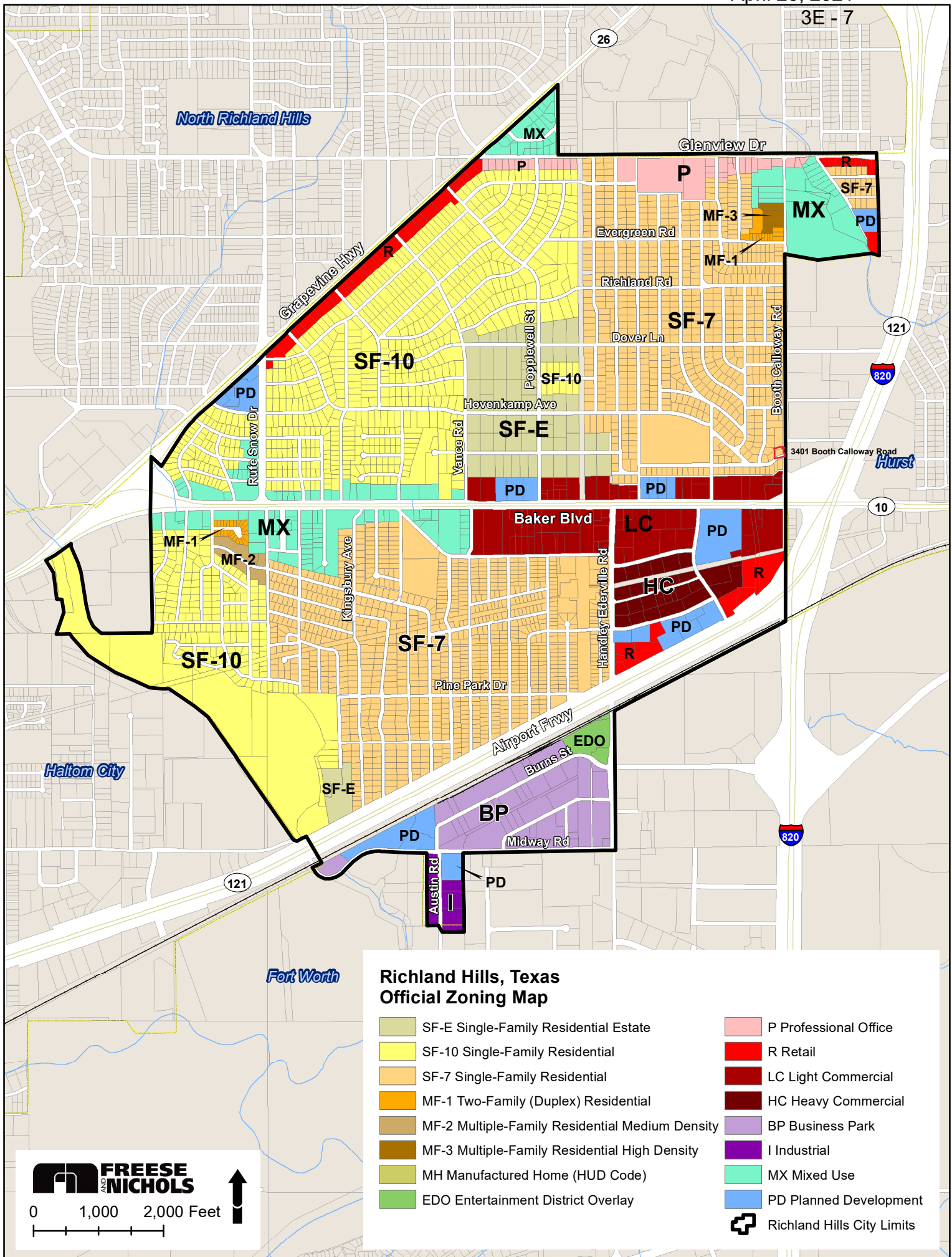
Public Hearing Information	
Planning & Zoning Hearing Date	City Council Hearing Date
4-15-2021	4-26-2021
This Zoning Case has been:	
Approved Denied Approved with amendments	Ordinance #
Notes	
Processed By	

3401 Booth Calloway Road

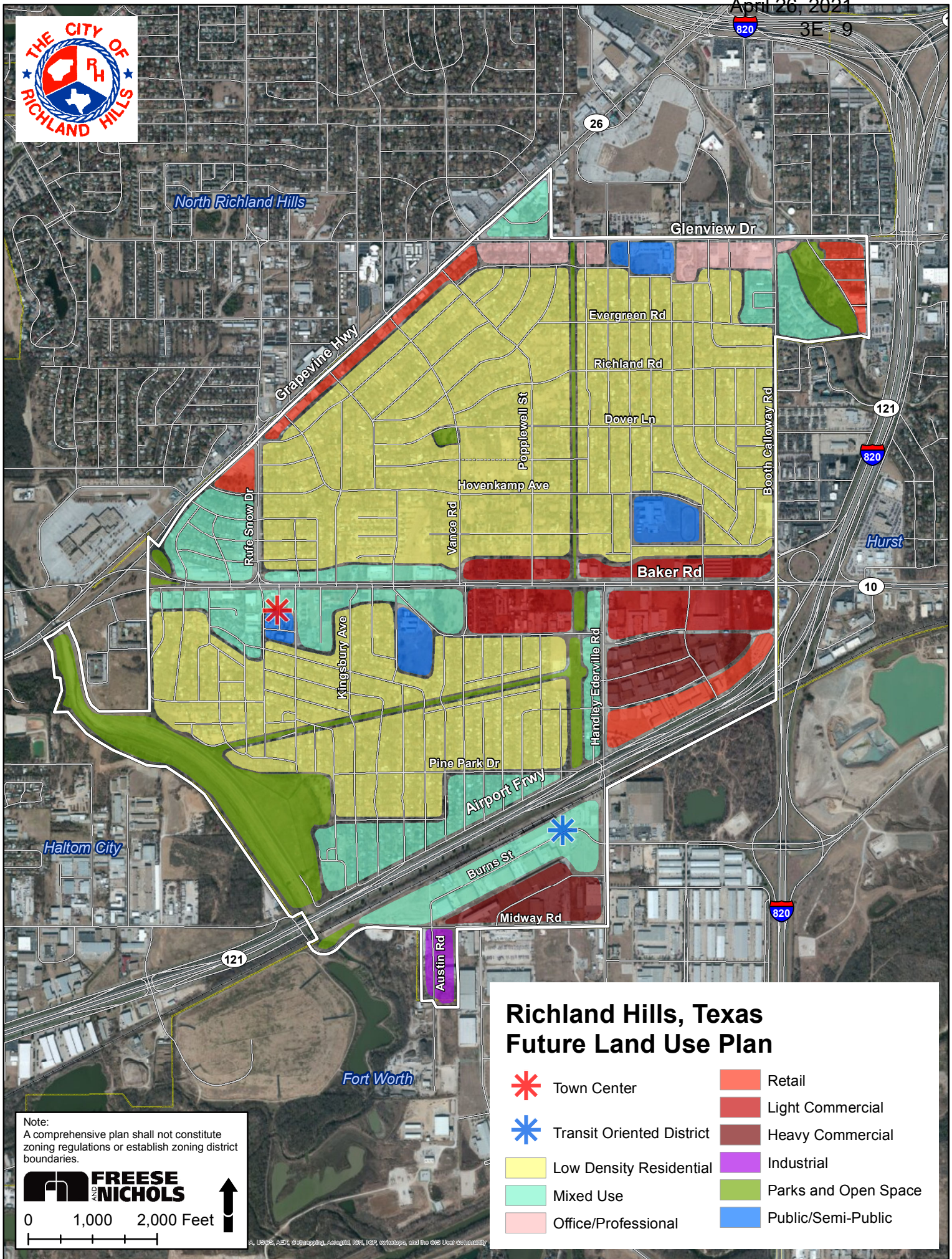


3401 Booth Calloway Road





dvh/acadwin/rh98z8/10/20/98



Note:
A comprehensive plan shall not constitute
zoning regulations or establish zoning district
boundaries.

**FREESE
AND
NICHOLS**

0 1,000 2,000 Feet

Richland Hills, Texas Future Land Use Plan

- | | | | |
|--|---------------------------|--|----------------------|
| | Town Center | | Retail |
| | Transit Oriented District | | Light Commercial |
| | Low Density Residential | | Heavy Commercial |
| | Mixed Use | | Industrial |
| | Parks and Open Space | | Parks and Open Space |
| | Office/Professional | | Public/Semi-Public |

ORDINANCE NO. 1433-21

AN ORDINANCE AMENDING CHAPTER 90 OF THE CITY CODE, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF RICHLAND HILLS, BY CHANGING THE ZONING OF CERTAIN PROPERTY, SPECIFICALLY LOT 7, BLOCK 97, RICHLAND HILLS ADDITION, AN ADDITION TO THE CITY OF RICHLAND HILLS, TARRANT COUNTY, TEXAS, CURRENTLY ZONED AS SINGLE-FAMILY RESIDENTIAL (SF-7), TO MIXED USE (MX); PROVIDING FOR THE AMENDMENT OF THE COMPREHENSIVE LAND USE PLAN AND OFFICIAL ZONING MAP TO REFLECT SUCH CHANGES TO SAID PROPERTY; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE, PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a Comprehensive Zoning Ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said Ordinance and map for the purpose of promoting the public health, safety, morals and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, the City Council has previously passed an ordinance adopting a Comprehensive Land Use Plan as the primary document on which to base all zoning, platting, and other land use decisions; and

WHEREAS, the Comprehensive Land Use Plan provides guidance for future development in conformance with the adopted Future Land Use Map; and

WHEREAS, a change in the zoning of the property listed below was requested by person or entity having a proprietary interest in the property; and

WHEREAS, a public hearing was held at a meeting of the Planning and Zoning Commission on April 15, 2021, and the City Council on April 26, 2021, with respect to the proposed use changes described herein; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with the Comprehensive Zoning Ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to amend Chapter 90 of the City Code, as amended, as described herein; and

WHEREAS, the City Council has determined that an amendment to the Comprehensive Land Use Map, as provided herein, redesignating the below described property from Single-Family Residential (SF-7) to Mixed Use (MX) land use is appropriate and is in accordance with the growth goals, objectives and planning principles set forth in the Comprehensive Land Use Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS;

SECTION 1 COMPREHENSIVE PLAN AMENDED

The Richland Hills, Texas, Comprehensive Land Use Plan, dated May 6, 2014, as amended, is hereby amended by changing the Future Land Use Map to redesignate the hereinafter described property and area as follows:

3401 Booth Calloway Road, Richland Hills, Texas 76118, being more fully described in Exhibit A, attached hereto and incorporated herein,

from Single-Family Residential (SF-7) to Mixed Use (MX).

SECTION 2 PROPERTY RE-ZONED

Chapter 90, as amended, is hereby amended by rezoning the property located at 3401 Booth Calloway Road, Richland Hills, Texas 76118, being more fully described as being a portion of Lot 7, Block 9, Richland Hills Addition, Tarrant County, Texas, according to plat recorded in Volume 388-16, Page 467, Plat Records, Tarrant County, Texas, and being more particularly described in Exhibit A, attached hereto, from Single-Family Residential (SF-7) to Mixed Use (MX).

SECTION 3 ACCORDANCE WITH COMPREHENSIVE PLAN AND PURPOSES OF ZONING

The City Council finds that the changes to the zoning districts, boundaries, regulations, and uses as herein established have been made in accordance with the City's Zoning Code and Comprehensive Land Use Plan for the purpose of promoting the health, safety, morals, and general welfare of the community. They have been designed to efficiently plan, control, and organize development; lessen congestion in the streets; secure safety from fire, panic, flood, and other dangers; provide adequate light and air; prevent overcrowding of land; avoid undue concentration of population; and facilitate the adequate provision of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

SECTION 4
DIRECTION TO AMEND THE OFFICIAL ZONING MAP

The City Secretary is hereby directed to amend the official zoning map to reflect the changes in uses approved herein.

SECTION 5
ORDINANCE CUMULATIVE

This Ordinance shall be cumulative of all other ordinances of the City of Richland Hills affecting zoning and land use, and shall not repeal any of the provisions of such ordinances except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 6
PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

SECTION 7
RESERVATION OF RIGHTS AND REMEDIES FOR ACCRUED VIOLATIONS

All rights or remedies of the City are expressly saved as to any and all violations of Chapter 90, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 8
SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 9
PUBLICATION**

The City Secretary of the City of Richland Hills is hereby directed to publish in the official newspaper of the City the caption, penalty clause, publication clause, and effective date clause of this Ordinance as required by law.

**SECTION 10
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2021.

EDWARD LOPEZ, THE HONORABLE MAYOR

ATTEST:

CATHY BOURG, CITY SECRETARY

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:

BETSY ELAM, CITY ATTORNEY

EXHIBIT A
Legal Description

BEING A PORTION OF LOT 7, BLOCK 97, RICHLAND HILLS ADDITION, TARRANT COUNTY, TEXAS, ACCORDING TO PLAT RECORDED IN VOLUME 388-16, PAGE 467, PLAT RECORDS, TARRANT COUNTY, TEXAS, BEING DESCRIBED AS FOLLOWS:

Beginning at the Southwest corner of said Lot 7, Block 97;

Thence North 00 degrees 09 minutes West along the West line of said Lot 7, 118.55 feet to a 1/2-inch steel rod capped T. Vogt for corner;

Thence North 89 degrees 56 minutes East 147.54 feet to a 1/2-inch steel rod capped T. Vogt for corner in the West R.O.W. line of Booth Calloway Road;

Thence South 00 degrees 32 minutes 24 seconds West along said West R.O.W. line of Booth Calloway Road, 74.70 feet to a steel rod for corner at the Northwest intersection of Booth Calloway Road and Bridges Street;

Thence South 89 degrees 56 minutes West along the North R.O.W. lines of Bridges Street, 1.3 feet to a steel rod for corner at the beginning of curve to the left with a radius of 265.75 feet;

Thence Southwesterly along said curve to the left a distance of 153.8 feet to Point of Beginning and containing 13.050.0 square feet, more or less.

COMMONLY KNOWN AS 3401 BOOTH CALLOWAY RD., RICHLAND HILLS, TX 76118

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: C. Russell Shelley, Fire Chief

Date: April 26, 2021

Subject: Fire Station Project Update

Agenda Item:

Fire Station Project Update

Background Information:

Staff will provide a construction update for the new Fire Station.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: April 26, 2021

Subject: Police Station Project Update

Agenda Item:

Police Station Project Update

Background Information:

Staff will provide a construction update for the Police Station renovations.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: April 26, 2021

Subject: Animal Services Center Improvements

Agenda Item:

Animal Services Center Improvements

Background Information:

Staff will provide an update on Animal Services Center building improvements approved in the FY 2020 Budget.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Jason Brown, Director of Parks and Recreation

Date: April 26, 2021

Subject: Hike and Bike Trail Project Update

Agenda Item:

Hike and Bike Trail Project Update

Background Information:

Staff will provide a construction update for the Hike and Bike Trail.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Scott Mitchell, Director of Neighborhood Services

Date: April 26, 2021

Subject: Street Improvement Projects Update

Agenda Item:

Street Improvement Projects Update

Background Information:

Staff will provide an update on the street improvement projects approved in the FY 2021 Budget.

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

N/A

Council Action Requested:

No Council Action

Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: April 26, 2021

Subject: March Department Monthly Reports

Agenda Item:

March Department Reports

Background Information:

Attached are the monthly Department Reports. If you have any questions regarding the reports, please contact me or the appropriate Department Head.

Financial Considerations:

N/A

Board/Citizen Input:

N/A

Legal Review:

N/A

Attachments:

March Department Reports

Council Action Requested:

No Council Action

RICHLAND HILLS PUBLIC LIBRARY

MARCH • 2021



IMPACT

Things began getting back to normal in March with 160 people coming to the library on 9 separate days to have their taxes done for free by AARP volunteers.

The library also participated in the City Easter event, giving out library information along with confetti eggs.

KEY FACTS (LAST YEAR)

- 1072 Visitors (933)
- 2603 Items checked out (2,659)
- 940 Questions answered (787)
- 514 Program Attendance (238)
- 203 Computer sessions (322)

Municipal Court – March 2021

Department Narrative of Significant Actions, Results, and Pending Items:

None at this time.

Citation Summary		
	Current Month	YTD Total
Violations Filed	201	1,158
Completed Cases– Paid Fine & Before Judge	145	513
Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void	83	410
Number of Warrants Issued	30	93
Number of Warrants Cleared	79	306
Number of Outstanding Warrants	29	79
Value of Outstanding Warrants	\$12,668.90	\$39,581.53
Total Fees Collected	\$65,737.37	\$186,580.81

City Marshal Activity Report
Month of MARCH 2021

April 26, 2021
7F - 4

Department Narrative of Significant Actions, Results, and Pending items:

	Current Month # Cleared	Current Month \$ Amt Cleared	YTD Number	YTD Dollar Amount
Warrant Service by Marshal in office				
Turned self in	1	\$ 296.00	6	\$ 1,113.00
Attorney bonds	0		18	\$ 8,320.65
Returned for Officer correction	0		2	\$ 652.10
Unable to locate - bad info	17	\$ 6,896.37	33	\$ 11,564.57
Paid/payment plan	18	\$ 10,281.23	32	\$ 16,869.32
Deceased	6	\$ 3,234.40	6	\$ 3,234.40
Cleared-Found Incarcerated	3	\$ 1,125.00	24	\$ 8,410.30
Warrant Service by Marshal in field				
Arrests - transfer to jail	0	\$ -		
Payment plan rather than jailed	0	\$ -		
Attorney bonds rather than jailed	0	\$ -		
Paid rather than jailed	0	\$ -		
Warrant Service - Other				
Time Served	26	\$ 10,064.80	169	\$ 61,525.70
Arrested by other agencies	21	\$ 8,003.30	164	\$ 63,365.60
Paid by defendant	13	\$ 6,757.66	20	\$ 10,045.79
Released due to medical reasons	0	\$ -	6	\$ 2,846.00
Attorney bonds	0	\$ -	10	\$ 3,963.85
Prisoner Transfers				
Number of defendants transferred	0	\$ -		
Total hours spent on transfers	0	\$ -		
Total miles driven on transfers	0	\$ -		
Teletype - time serve/plea/court date	13	\$ 5,224.20	71	\$ 27,401.00
Other Duties				
Bank detail	10		47	
Traffic stops	0		0	
Insurance verifications	3		45	
Vehicles inspected	0		4	
Bailiff hours			25	
Training			12	
Serve summons - School	0		0	
Serve summons - Animal Control	0		0	
Serve summons - Code Enforcement	0		0	
Serve summons - Police	0		0	
Officer corrections on citations	0		15	
Returned FTA notices	16		40	

Fire – March 2021

- Chief Shelley will be hosting an After-Action Review of the Advanced Foam Recycling fire with fire departments across the County in early April to review all aspects of the fire and discuss lessons learned.
- Personnel completed **35** business inspections throughout the month.
- Members completed a combined **120** hours of training this month.
- The mutual aid agreement with Allegiance Ambulance resulted in no calls during March.
- A total of **16** development related meetings and inspections were conducted.
- The new Richland Middle School is progressing well, and all fire protection components have been permitted and approved for installation when the site is ready.
- Response times for March averaged **4 minutes 34 seconds** from receipt of call in dispatch to the first fire unit arriving on scene to assist.
- More than 21.48% of emergency calls in March were received while our crews were already addressing another emergency in the City.
- Crews are adjusting well to the restrictions imposed by the COVID 19 outbreak. Full PPE is being used on all suspected cases and equipment is being regularly sanitized after each response related to possible virus patients. Everyone is healthy and doing a great job in these extraordinary times!
- Fire station construction is progressing. An update will be provided at the second Council meeting in April.
- The Texas Commission on Fire Protection inspection that was conducted in early March resulted in no violations or deficiencies being noted.
- Our ambulance license through the Texas Department of State Health Services is due for renewal this Spring and we have begun gathering information for this very extensive process.
- Crews installed three additional smoke detectors this month bringing our total for the year to 12 detectors.

Service Calls – Through March 31. 2021			
	Current Month	March 2020	FY2021 Total
Fire Calls	10	3	34
EMS/Major Accidents/ Rescues	76	91	414
Hazardous Conditions – No Fire	2	2	25
Public Assistance	17	14	76
Good Intent (No Service Rendered)	20	5	47
False Alarm	10	9	57
Severe Weather & Natural Disaster	0	0	1
Total Calls	135	124	790
Automatic / Mutual Aid			
	Current Month	March 2020	YTD Total
Aid Received	15	11	87
Aid Given	13	8	93

Police – March 2021

- Officer Pratt was sworn in and began his Field Training Program
- Officer Atteberry sworn in as a certified officer and will begin the Field Training Program
- Chief Sylvester and staff attended the Texas Police Chief's Association Conference in Fort Worth, TX where they were recognized for achieving Recognized Status at the end of 2019.
- RHPD participated in the City-wide Easter Event

Service Calls			
	Previous Year	Current Month	YTD Total
Citizen Calls	447	477	1235
Officer Initiated	1048	903	2558
Total Calls	1495	1380	3793
Part 1 Offenses			
	Previous Year	Current Month	YTD Total
Murder	0	0	0
Rape	0	0	1
Robbery	1	1	1
Aggravated Assault	1	0	1
Burglary	0	2	5
Theft	20	14	40
Motor Vehicle Theft	6	2	10
Total	28	19	58
Crashes & Injuries			
	Previous Year	Current Month	YTD Total
Crash Reports	6	8	28
Injuries	0	4	4
Killed	0	0	0
Criminal Investigations			
	Previous Year	Current Month	YTD Total
Assigned Cases - Active	4	10	27
Unfounded	0	1	2
Suspended	32	12	27
Exceptionally Cleared	4	6	8
Arrest - Case Filed	19	21	35
Arrest - Case Not Filed	0	12	41
On View Arrests	15	25	81
DWI/DUI	6	12	26
Cases Pending Submission	Not Available	11	11
Warrants Obtained (Felony)	2	5	10
Warrants Obtained (Misdemeanor)	0	3	11
Search Warrants Obtained	1	3	4
Warrants Served (Felony)	1	3	3
Warrants Served (Misdemeanor)	0	1	2
Probable Cause Determination	4	2	5
Family Violence Arrests	3	3	7
Active Protective Orders	Not Available	8	8

Records		
	Current Month	YTD Total
Sex Offender Registrations	2	8
Open Records Requests	30	89
Property & Evidence		
	Current Month	YTD Total
Pieces of Property Received	120	346
Items Taken to Lab for Narcotics Testing	5	18
Items Taken to Lab for Blood Alcohol Content Testing	12	24
Crime Scene Call Outs (Richland Hills Police Department)	7	10
Crime Scene Call Outs (Haltom City Police Department)	0	4

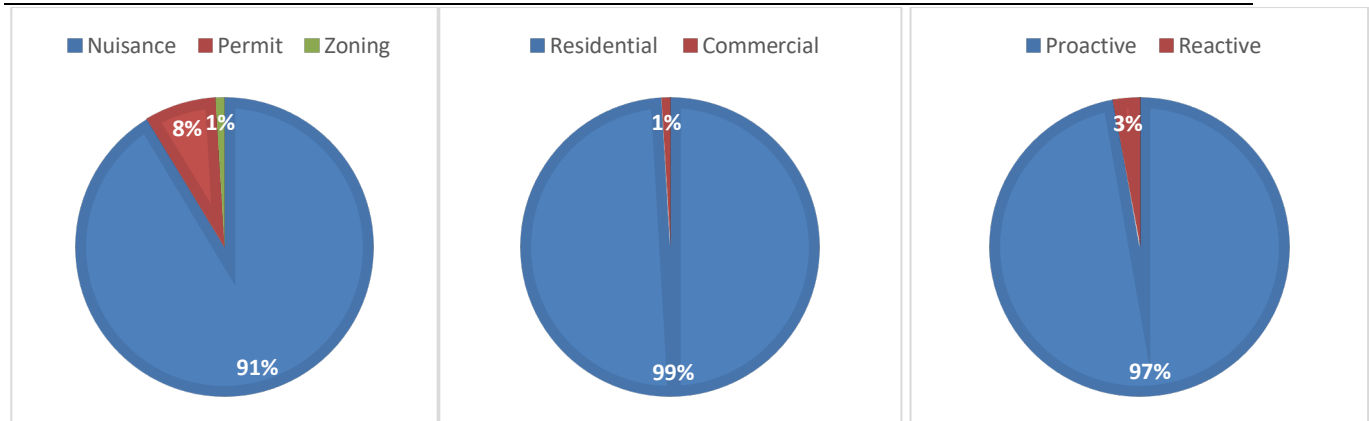
*The previous year category is a comparison of the previous year month totals to the current year month totals.

ANIMAL SERVICES – March 2021

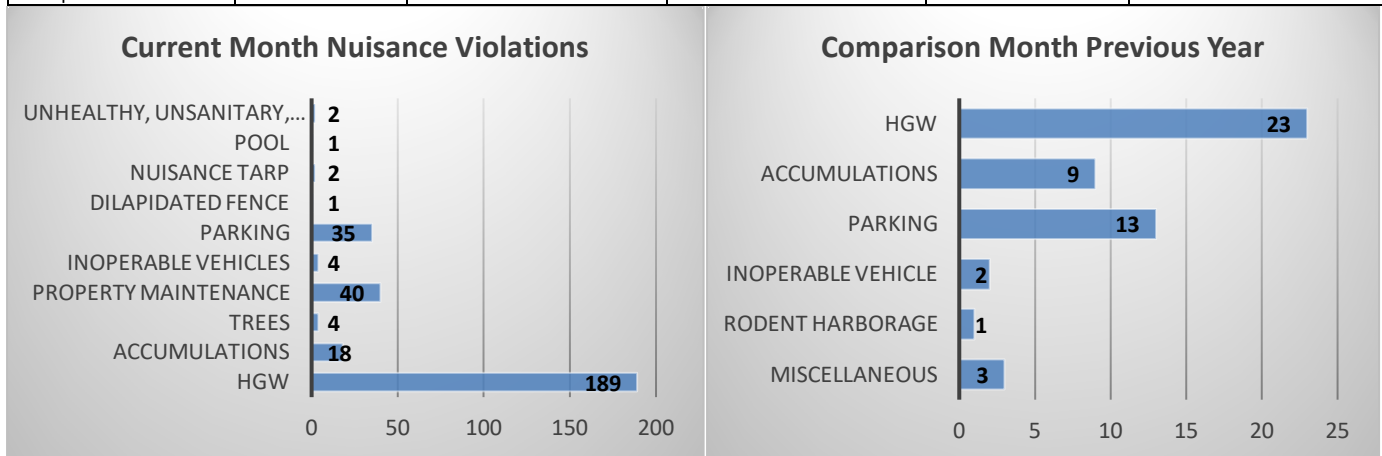
- Kitchen/Euthanasia area remodel began at the end of the month
- Vax Shack was held on 03/25/2021 and provided 30 Spay/Neuters, as well as, 60+ pet immunizations were given to pets owned by the public.
- HPONT has been paying for pets immunizations to seniors that bring their canine' to The Vax Shack clinic for the last 2 months.

Service Calls			
	Previous Year	Current Month	YTD Total
Total Dispatched Calls	85	48	118
IMPOUNDS			
	Previous Year	Current Month	YTD Total
DOGS	35	11	46
CATS	3	5	25
OTHER THAN DOGS/CATS	0	0	0
Total	38	16	71
INCIDENTS BY TYPE			
	Previous Year	Current Month	YTD Total
ANIMALS AT LARGE	39	16	42
AGGRESSIVE ANIMAL	5	0	2
ANIMAL COMPLAINTS	40	28	71
INJURED ANIMALS	1	1	3
Total	85	45	118
BITE REPORTS			
	Previous Year	Current Month	YTD Total
ANIMAL BITES	0	0	0
SHELTER QUARANTINE	0	0	0
HOME QUARANTINE	0	0	0
SUBMISSION TO AUSTIN	0	0	0
UNABLE TO LOCATE	0	0	0
DISPOSITIONED ANIMALS			
	Previous Year	Current Month	YTD Total
DOGS ADOPTED	7	8	25
CATS ADOPTED	7	7	24
RETURNED TO OWNER/YARD	20	9	20
TRANSFERRED/RESCUED	2	2	5
EUTHANIZED	5	0	1
LOST/DIED IN CARE	0	0	0
CITY LICENSE ISSUED			
	Previous Year	Current Month	YTD Total
CITY LICENSE ISSUED	3	11	14
CITATIONS/VIOLATIONS ISSUED			
	Previous Year	Current Month	YTD Total
CITATIONS SSUED	9	2	2

Code Enforcement – March 2021



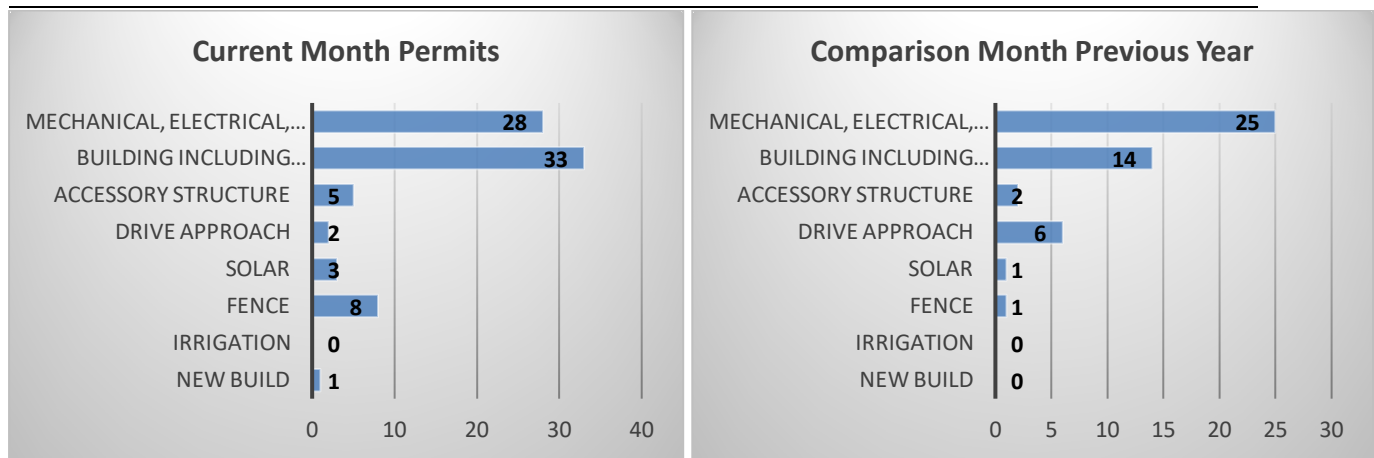
Current Month Violations					
	Notices Issued	Pending Compliance	Compliance Obtained	Citations Issued	Abatement by City
Nuisance Violations	296	109	187	3	0
Building Violations	0	0	0	1	0
Zoning Issues	3	1	0	0	0
Permit Violations	25	3	22	3	0
Fiscal Year Totals	905	332	573	16	0
Previous Fiscal Year Comparison	389	89	300	13	1



Signs				
	Current Month	Comparison Month Previous Year	Fiscal Year 2020	Previous Fiscal Year Comparison
Commercial Sign Violations	0	0	0	1
Bandit Sign Removal	4	3	22	69

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year 2020	Previous Fiscal Year Comparison
Registered Vacant Building	0	0	13	23
Registered Rental CO's	6	6	31	27
Substandard Buildings	0	0	1	2

Community Development – March 2021



Permits								
	Mechanical Electrical Plumbing	Building Including Remodels	Accessory Structure	Driveway Drive Approach	Solar	Fence	Irrigation	New Build
Residential	23	29	5	2	3	7	0	1
Commercial	5	4	0	0	0	1	0	0
Fiscal Year 2020-2021	115	169	12	7	11	31	3	2
Comparison Fiscal Year 2019-2020	103	76	15	13	10	11	2	5

	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2020-2021	Fiscal Year Comparison 2019-2020
Sign Permit	7	2	19	16
ROW Permit	7	2	19	30
Garage Sale Permit	11	8	60	90
Zoning, SUP, Code Consults	7	1	10	8
Pool Permits	1	1	4	2

Building Summary				
	Current Month	Comparison Month Previous Year	Fiscal Year To Date 2020-2021	Fiscal Year Comparison 2019-2020
Registered Rental CO's	6	6	31	29
Commercial CO's	7	6	30	28

New Business Activity March 2021

- House of Smokez – 6619 Baker Blvd – Retail (Smoke Shop)
- Advanced Foam Recycling – 7110 Burns – Warehouse/Manufacturing (Additional Location)
- Arlene's Frame Gallery & Gifts – 7410 Boulevard 26 Suite I – Retail
- Gladiator Gutters – 7040 Midway Rd – Warehouse/Office
- Service Master TEAM – 7441 Tower St – Warehouse/Office
- Redemption Offroad – 7235 Baker Blvd – Automobile Repair, Major
- Take Off Moving Company LLC – 7410 Boulevard 26 Suite J – Office/Retail

PUBLIC WORKS MONTHLY REPORT- MARCH 2021

Public Works starts and ends their day by taking/logging their temperature as part of the COVID-19 monitoring program the City has set in place.

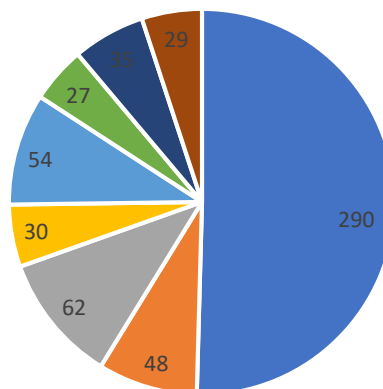
Public Works handled a wide range of tasks. Some coming from work orders initiated by residents or staff.

TASK		MAN HOURS
WATER MISC.	Fixed Service line on Dogwood; Repaired 2" main on Mimosa; Cut concrete at Rena well yard and cleaned that water main; South 40 well yard project; Park well yard repair; set barricades for water jobs; dig ups for water jobs; back filled holes on water jobs; assisted contractors on water jobs; Checked for and repaired water meter leaks; Set water meters; SCADA; Replace broken meter box lids; Back filled meter boxes; Replace Curb stops; check chlorine tanks.	290
STREET MISC.	Filled some potholes around City; picked up/ set up street barricades for Jobs.	48
SEWER MISC.	camera and jetted sewer line for sewer back up jobs. (sewer calls); manhole inspections, inspect sewer lines.	62
DRAINAGE MISC.	cleaned drainage ditches, worked calls for drainage issue. Storm drain/Inlet inspections; Storm drain/ Inlet cleanup;	30

PUBLIC WORKS MONTHLY REPORT- MARCH 2021

CITY HALL WORK ORDERS	Completed work orders created by City Hall, initiated by customers or staff. Starts and Finals;	54
WATER SAMPLING/ TESTING	Public works-maintained entry point water sampling, DLQOR testing, Bac-T, and Nap Testing. Raw water testing	35
WELL READINGS	Well readings and sewer meter readings were done daily.	27
MAINTANANCE	Tool maintenance; vehicle maintenance; Mower Maintenance; fueling up; supplies trips; take equip. to be serviced; drop trash at stockpile. Organized around shop.	29

MAN HOURS

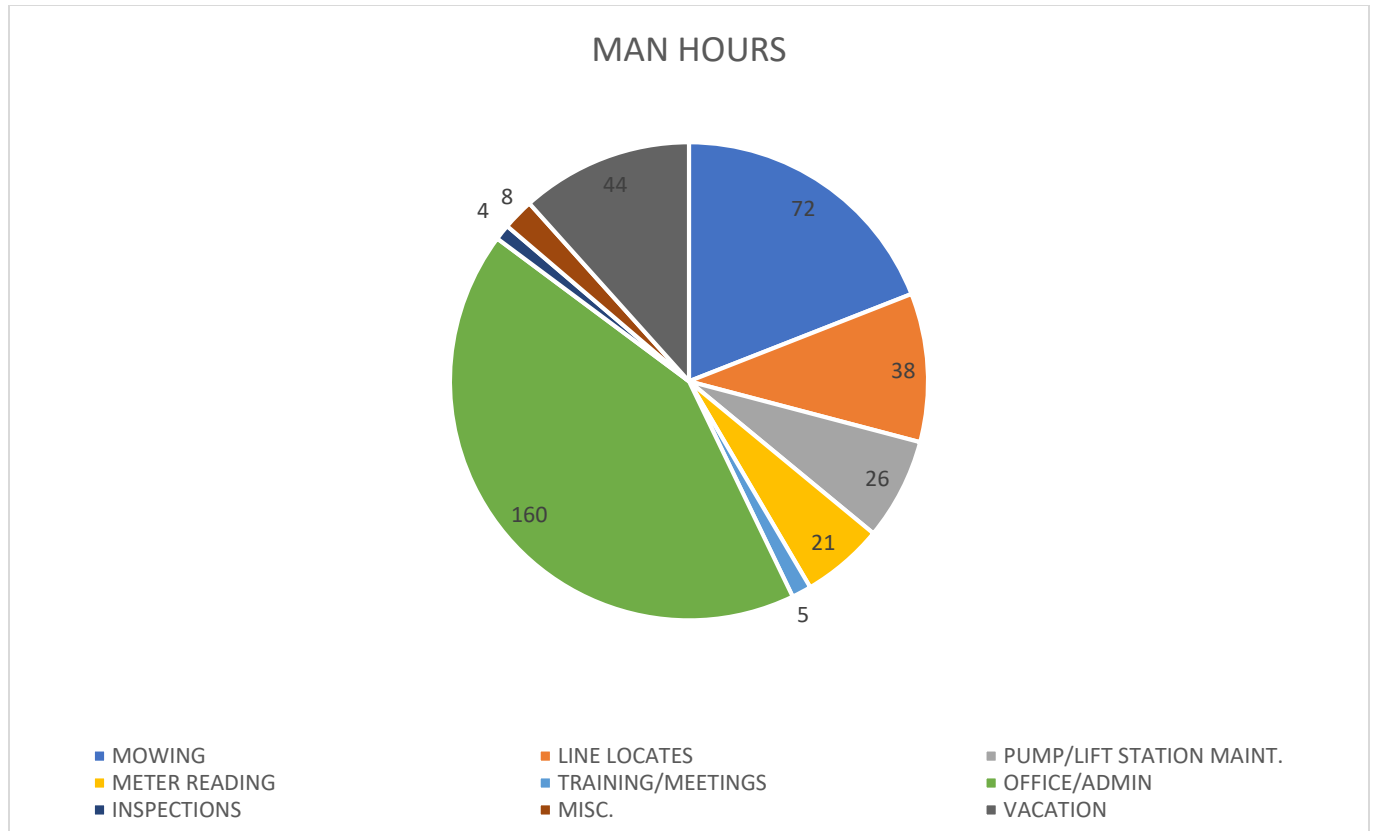


■ WATER MISC. ■ STREET MISC. ■ SEWER MISC. ■ DRAINAGE MISC. ■ CITY HALL WO ■ WELL READINGS ■ SAMPLING ■ MAINTENANCE

PUBLIC WORKS MONTHLY REPORT- MARCH 2021

TASK		MAN HOURS
MOWING	Mowed and weeded city owned properties	72
LINE LOCATES	Located water and sewer lines for contractors/ emergency line locates	38
PUMP & LIFT STATION MAINT.	Cleaned levee pump house and lift station; inspect levee and lift station; Well maintenance; well yard inspection;	26
METER READING	Read meters for utility billing	21
TRAINING & MEETINGS	PW Assessment w/ David Eisenlohr	5
OFFICE/ADMIN	Office/Admin/Reports	160
INSPECTIONS	Concrete pour inspections; drive approach inspections; flat work inspections.	4
MISCELLANEOUS	Meetings with contractors; various jobs	8
Vacation	Requested/Approved Vacation Time.	44

PUBLIC WORKS MONTHLY REPORT- MARCH 2021



Parks and Recreation Director's Report

March 2021



Budget Analysis

The Link had a great month of March. At almost \$25,000, March's revenue report had the highest total this fiscal year. All revenue areas reached their projected goals, except for Day Passes which missed by \$3 and Classes where Little Blue House did not host their typical March scrapbooking event.

The Link has still not had any COVID related issues and no major outbreaks.

Project/Program Updates

- **Memberships: \$4,766.58** This is an increase of over \$500 from the previous month and is less than \$15 off the fiscal year high mark. The Link had a net gain of 15 memberships (Sells and Renewals – Cancellations and Terminations). The Link currently has 350 active memberships. In March, The Link had 1,932 scans with 305 unique scanners.

The March fitness challenge was the I-DID-a-rd challenge. We had 12 people sign up for the challenge and log cardio hours.

- Medicare programs brought in **\$1,108.00** in additional monthly fees from 102 active members.
- **Camp Connect and Link Learner's Academy (LLA): \$9,543.82** These numbers are the highest that they have been in more than a year. Staff is doing such a great job, that families are recruiting other families. Program growth has been steady over the past couple of months. This includes a Spring Break Camp in March.
- **Programs:** Karate is continuing to grow, and now hosts 11 children on Wednesdays and Saturdays. Other programs information is below.
 - **Athletics:** The athletics at The Link includes free-play pickleball, volleyball, and basketball opportunities in the gymnasium. These options are open to members for free and the general public for a fee. All of the below programs increased in February and again in March.
 - 20 people in Pickleball Lessons
 - Pickleball players – 67
 - Volleyball players – 49
 - Staff is planning another Pickleball Tournament in April. Despite our best efforts registration is low, regardless we are planning to host that tournament on April 15.

- Performance Experience is assisting The Link with our 4th Anniversary and Open House. Additionally, our new vendor is hosting a 3-on-3 Basketball Tournament on April 24. Weekly classes for youth and adults will begin in May.
- **Special Events:** The Hippity Hop Car Stop was held on Saturday, March 27 beginning at 9:00 am. There were five 30 minute time slots with 40 registrations in each. Despite the fact that the event was a sellout, 75 individuals did not show on that morning.
- **Pop-Up Events:** No pop-up events were scheduled in March, but the next one is being planned for June 5th – Pickle and Pops! The Link will host music, food and reservable pickleball courts for all of the pickle-fanatics to use.
- **Community Programs:** The Link, while designed to generate revenue, tries to find a balance with community programs that anyone can join.
 - Lunch Bunch – 101 attended, Beep, Beep Bingo was canceled due to cold weather
 - Lunch, Learn and Burn – cancelled
 - Tarrant Area Food Bank – in association with Center Point Church – 145 families were served
- **Senior Programs:** All other programs were canceled.
- **Trail Project:** Concrete has been poured from Glenview going south to Dover. About 80% of the trail has been excavated, with a small portion south of the ONCOR substation still untouched. Dover to Latham have been prepped with Lime, some of which has also been framed. There will be a ramp from Baker Blvd going south to a lower level. That ramp has been developed with a long and gradual climb.
- **ROWS and Medians:** Staff finally heard from TxDOT about the 2020-2021 Green Ribbon Project for the eastern and western most medians. The City was offered a grant for this year. Unfortunately, the primary contact did not update the City or our Halff and Associate contact, David Burkett. Despite multiple attempts to get answer starting in November, getting the news in March does not allow the staff nor Halff and Associates time or a planned budget for this project in 2021. David Burkett has spoke with TxDOT and has been told that we would almost assuredly be offered a Green Ribbon Grant in 2022.

The median endcaps on Baker Blvd. have Gregg Stavia that looks to be damaged from the cold weather. Staff will have to keep an eye on the plants to see if they are able to survive.

- **Parks:** Staff was able to host a Playground Party at Creek Trail on Friday, March 27. We hosted eight families, five additional adults, and the Link Camp. It was a beautiful day with a lot of smiling faces.
- **Landscaping:** Yellowstone has been contracted to mow all city property, except for pump and water storage areas. This change is short-term until the Public Works staff is at a full staffing.
- **Marketing:** The most recent Connection will be mailed out in January. We are producing them in-house and changing information monthly. The mailed selection was the now typical 1 page. Staff produced a full 12-page Connection in house for pick up.
 - Webpage visits: 3,130
 - Google Business Searches: 12,531
 - Yelp Views: 23
 - Instagram Reach: 1,033

- Facebook engagements: 639
- Twitter Impressions: 1,584
- YouTube Views: 0
- Nextdoor: 0

- **Rentals: \$6,999.00** The Link hosted 30 rentals this month. These numbers are up from previous months and continue to stay busy at The Link.

Valuable Information:

- The aquatic feasibility study is progressing. The Parks and Recreation Director and City Manager will be meeting with our vendor about proposed facilities. Councilman-Hunsaker is creating a pro-forma for staff to review.
- Staff is developing a comparison of the city's park system as it relates to NRPA's standards.
- The City is getting a new electronic monument sign at the corner of Baker Blvd. and Matthews Dr. The drawings have been approved, however, staff is stuck trying to find the electrical connection on the original plans. The goal is to have this completed by May.

Link Revenue	March 2019	March 2020	March 2021	Fiscal Year 20-21 YTD
Classes	\$ 1,696.50	\$ 221.74	\$ 381.50	\$ 3,096.00
Link Membership	\$ 7,101.79	\$ 6,691.19	\$ 4,762.58	\$ 27,976.56
One Day Passes	\$ 746.00	\$ 284.00	\$ 247.00	\$ 1,621.00
Fitness Classes	\$ 881.55	\$ 873.90	\$ 349.55	\$ 2,288.37
Personal Training	\$ -	\$ 850.00	\$ -	\$ 1,625.00
Athletics	\$ 475.00	\$ 326.25	\$ 1,635.75	\$ 8,305.31
Camps	\$ 4,906.59	\$ 4,513.07	\$ 2,166.50	\$ 4,046.00
After School	\$ 6,999.60	\$ 7,075.91	\$ 7,377.32	\$ 33,573.22
Rentals	\$ 10,504.14	\$ 3,062.84	\$ 6,999.00	\$ 41,440.03
Medicare Membership	\$ 1,152.50	\$ 1,194.50	\$ 1,108.00	\$ 5,723.00
Total	\$ 34,463.67	\$ 25,093.40	\$ 25,027.20	\$ 129,694.49