



Regular Session
Council Agenda Packet
April 6, 2023

CITY OF CROWLEY
CITY COUNCIL
Council Regular Session
April 6, 2023
ATTENDANCE SHEET

	<u>Worksession</u>	<u>Regular</u>
Mayor Pro Tem Johnny Shotwell, Place 1	_____	_____
Council Member Jerry Beck, Place 2	_____	_____
Council Member Jesse Johnson, Place 3	_____	_____
Council Member Jim Hirth, Place 4	_____	_____
Council Member Jimmy McDonald, Place 5	_____	_____
Council Member Scott Gilbreath, Place 6	_____	_____
Mayor Billy Davis	_____	_____
Staff:		
Robert Loftin, City Manager	_____	_____
Lori Watson, Finance Director/Deputy City Mgr	_____	_____
Jack Thompson, EDC Director/Asst City Mgr	_____	_____
Rob Allibon, City Attorney	_____	_____
Carol Konhauser, City Secretary	_____	_____
Pleasant Brooks, Fire Chief	_____	_____
Kit Long, Chief of Police	_____	_____
Mike Rocamontes, Public Works Director	_____	_____
Matt Elgin, Direct of Projects & Utilities	_____	_____
Rachel Roberts, Planning & Comm Dev Director	_____	_____
Cristina Winner, Community Services Director	_____	_____
Lisa Hansen, HR Administrator	_____	_____
Julie Hepler, Special Event Coordinator .	_____	_____
Jay Hinton, Media Relations	_____	_____



**AGENDA
CROWLEY CITY COUNCIL
APRIL 6, 2023
WORK SESSION - 6:30 p.m.**

**Crowley City Hall
201 E. Main Street
Crowley TX 76036**

Citizens may address the Council by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

WORK SESSION - April 6, 2023 - 6:30 pm

I. CALL TO ORDER AND ROLL CALL

II. NON-ACTION ITEMS FOR DISCUSSION

1. None.

DISCUSSION OF ITEMS LISTED ON THE AGENDA

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. Discuss and consider approving the minutes from the regular meeting held March 16, 2023.

IV. PUBLIC HEARINGS

1. Hold a public hearing to discuss and consider approval of Ordinance 04-2023-484, a request by VLK Architects on behalf of Crowley Independent School District to amend Ordinance No. 06-2018-332 (the Karis planned development district regulations), exempting schools from certain design requirements in Section (G)(5), "Design Features for Non-Residential Buildings" and (G)(9), "Building Articulations". **Case # ZCA-2023-003**

V. CITY BUSINESS

1. Discuss and approve the first reading of Resolution R04-2023-383, a resolution of the City Council of the City of Crowley, Texas authorizing the Crowley Economic Development Corporation's to expend funds for Project No 2023-09, Bicentennial Park and Teeter Park, to promote, develop and expand business enterprises and to develop and maintain recreational or community facilities; providing for two separate readings in compliance with Section 505.158, Texas Local Government Code; and providing an effective date.
2. Discuss and consider entering into an Inter-Local Agreement with the City of Hurst to receive their contracted pricing for the HA-5 street sealant product to be applied by Andale Construction in June of 2023.
3. Discuss and consider Special Event Permit Application for Crowley Youth Association Parade to be held on April 15, 2023.

VI. ADJOURNMENT



**AGENDA
CROWLEY CITY COUNCIL
APRIL 6, 2023
REGULAR SESSION - 7:00 p.m.**

**Crowley City Hall
201 E. Main Street
Crowley TX 76028**

Citizens may address the Council by filling out a blue "Citizen Participation" card to discuss any issue that is on the Agenda. Please turn in cards to the City Secretary. Speakers are limited to three minutes (if using a translator, the time limit will be doubled).

REGULAR SESSION - April 6, 2023 - 7:00 pm

I. CALL TO ORDER AND ROLL CALL

II. INVOCATION

III. PLEDGE TO ALLEGIANCE TO THE AMERICAN AND TEXAS FLAGS

"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with Liberty and Justice for all."

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible."

IV. PRESENTATIONS/PROCLAMATIONS

1. Proclamation - Child Abuse Prevention Month
2. Proclamation - National Telecommunicators Week

V. CONSENT AGENDA

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1. Discuss and consider approving the minutes from the regular meeting held March 16, 2023.

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1. Hold a public hearing to discuss and consider approval of Ordinance 04-2023-484, a request by VLK Architects on behalf of Crowley Independent School District to amend Ordinance No. 06-2018-332 (the Karis planned development district regulations), exempting schools from certain design requirements in Section (G)(5), "Design Features for Non-Residential Buildings" and (G)(9), "Building Articulations". **Case # ZCA-2023-003**

VII. CITY BUSINESS

1. Discuss and approve the first reading of Resolution R04-2023-383, a resolution of the City Council of the City of Crowley, Texas authorizing the Crowley Economic Development Corporation's to expend funds for Project No 2023-09, Bicentennial Park and Teeter Park, to promote, develop and expand business enterprises and to develop and maintain recreational or community facilities; providing for two separate readings in compliance with Section 505.158, Texas Local Government Code; and providing an effective date..
2. Discuss and consider entering into an Inter-Local Agreement with the City of Hurst to receive their contracted pricing for the HA-5 street sealant product to be applied by Andale Construction in June of 2023.
3. Discuss and consider Special Event Permit Application for Crowley Youth Association Parade to be held on April 15, 2023.

VIII. ADVISORY BOARDS AND COMMISSIONS

1. Reports

None

2. Appointments/Reappointments

An agenda information packet is available for public inspection in the Crowley Library and on the City website, under Agenda Packets

None

IX. PUBLIC COMMENT

If you wish to make a public comment or discuss subjects not listed on the agenda, please fill out a (yellow) Visitor's Participation card and submit to the City Secretary. There will be no formal actions taken on subjects presented during public comments. Please NOTE council may NOT address or converse with you regarding a NON-AGENDA ITEM. The public comment period will only allow members of the public to present ideas and information to the City Officials and Staff.

X. ITEMS OF COMMUNITY INTEREST

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

XI. EXECUTIVE SESSION

Pursuant to Chapter 551, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item to receive advice from its attorney as permitted by law, or to discuss the following as permitted by Government Code:

- 1. Section 551.071 (Consultation with Attorney)**
- 2. Section 551.072 (Deliberations about Real Property)**
- 3. Section 551.074 (Personnel Matters)**
- 4. Section 551.087 (Business Prospect/Economic Development)**

XII. RECONVENE AND TAKE ACTION FROM EXECUTIVE SESSION

Reconvene into open session and take any necessary action resulting from items posted and legally discussed in Closed Session.

XIII. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Agenda of the City Council Meeting to be held on Thursday, April 6, 2023, of the governing body of the City of Crowley is a true and correct copy posted on _____, 20____ at _____ am/ pm to the City Website and at Crowley City Hall, a place convenient and readily accessible to the public at all times.

City of Crowley

Carol C. Konhauser, City Secretary

THE CITY COUNCIL RESERVES THE RIGHT OF THE FOLLOWING:

1. ITEMS DO NOT HAVE TO BE CONSIDERED IN THE SAME ORDER AS SHOWN ON THIS AGENDA;
 2. THE COUNCIL MAY CONTINUE OR RECESS ITS DELIBERATIONS TO THE NEXT CALENDAR DAY IF IT DEEMS IT NECESSARY.
- The Crowley City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 297-2201 ext. 4000, or email ckonhauser@ci.crowley.tx.us for further information.

NOTICE: A quorum of the Crime Control and Prevention District Board of Directors and the Economic Development Board of Directors will be present at this meeting; however, neither Board will take action on any items on this posted agenda.

Child Abuse Prevention Month Proclamation

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, 5,506 children were confirmed as victims of child abuse or neglect in 2022; and

WHEREAS, Alliance For Children provided trauma-informed services to 2,434 children in 2022;

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, Billy Davis, Mayor of the City of Crowley, Texas do hereby proclaim the month of April 2023 as Child Abuse Prevention Month in the City of Crowley, Texas and urge all citizens to work together to help reduce child abuse and neglect significantly in the years to come.

Billy Davis, Mayor

ATTEST:

Carol Konhauser, City Secretary



Proclamation

NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

April 9-15, 2023

Whereas, the Congress and the President of the United States have designated the second week of April as National Public Safety Telecommunicator's Week; and

Whereas, the Telecommunicators of the law enforcement agency of the City of Crowley play an essential role in safeguarding the rights and freedoms of Crowley; and

Whereas, Emergencies can occur at any time that requires police, fire, or emergency medical services, and when an emergency occurs, the prompt response of law enforcement, firefighters, and paramedics is critical to the protection and life, and preservation of property; and

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who contact the Crowley Police Department and Tarrant County 9-1-1; and

Whereas, Public Safety Dispatchers are the first and most critical contact our citizens have with emergency services and are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information, and ensuring their safety; and

Now, Therefore, be it resolved, that I, Mayor Billy Davis of the City of Crowley, call upon all citizens of Crowley to observe April 9-15, 2023, as Public Safety Telecommunicator's Week with appropriate observances in which all of our people may join in commemorating dispatchers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

Signed on this the _____ day of _____, 2023.

Billy Davis, Mayor

ATTEST:

Carol Konhauser, City Secretary



Crowley City Council

AGENDA REPORT

Meeting Date: April 6, 2023

Agenda Item: V-1

Staff Contact: Carol C. Konhauser
City Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201-X 4000

SUBJECT: Discuss and consider approving the minutes from the regular meeting held March 16, 2023.

BACKGROUND/DISCUSSION

Consider approval of minutes as presented.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends approval of the minutes as presented; council consideration is respectfully requested.

ATTACHMENTS

- Minutes

MINUTES OF THE CITY COUNCIL WORK SESSION HELD MARCH 16, 2023. The City Council of the City of Crowley, Texas met in Work Session on Thursday, March 16, 2023, at 6:30 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis
Mayor Pro-Tem Johnny Shotwell, City Council Place 1
Council Member Jerry Beck, City Council Place 2
Council Member Jesse Johnson, City Council Place 3
Council Member Jim Hirth, City Council Place 4
Council Member Jimmy McDonald, City Council Place 5
Council Member Scott Gilbreath, City Council Place 6

City staff included: Deputy City Mngr/Finance Director, Lori Watson
Asst City Mngr/EDC Director, Jack Thompson
City Attorney, Rob Allibon
City Secretary, Carol Konhauser
Fire Chief, Pleasant Brooks
Police Chief, Kit Long
Public Works Director, Mike Rocamontes
Director of Projects & Utilities, Matt Elgin
Planning and Comm Dev Director, Rachel Roberts
Special Events Coordinator, Julie Hepler

Absent: None

CALL TO ORDER/ ROLL CALL

Mayor Billy Davis called the Work Session to order at 6:30 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

DISCUSSION OF NON-ACTION ITEMS

1. Discuss the future of the Celebration of Freedom parade and activities.

Special Events Coordinator Julie Hepler stepped up and explained to council that having a parade in the morning on the day of Celebration of Freedom is very difficult on the staff. This requires a lot of manpower and leads to very long 16-18 hour days for some. In addition, it is very hard to get participants for the parade as people do not want to come out in the Texas heat. Over the years, the school district participation has steadily declined. Staff is requesting to consider holding a parade during a different holiday or different time of year so that we have the ability to coordinate a much better event.

Although council really did not want to cancel the Celebration of Freedom parade, they agreed to hear a proposal for a new parade idea.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. Discuss and consider approving the minutes from the regular meeting held March 2, 2023.

No discussion.

PUBLIC HEARING

1. Hold a public hearing to discuss and consider approval of Ordinance 03-2023-481, for a requested amendment by W Land Development to the Canoe Way planned development district on an approximately 30.071-acre tract located at 970 S Hampton and 961, 1000, 1003, and 1011 W FM 1187, being two tracts of land located in the D. A. Kerr Survey, Abstract 911 and the T. W. Toler Survey Abstract 1541, being those tracts described in a deed to Transcontinental Realty Investors, Inc., recorded in County Clerk's Filing Number D206224373, County Records, Tarrant County, TX. ZCA-2022-004.

No discussion

2. **Hold a public hearing to discuss and consider Ordinance 03-2023-482, for a city-initiated request to amend the following sections of city code Ch. 106 (zoning): Section 106.46 “Residential District Regulations,” Sub-Sections B, C, D, E, F, G, and I to reduce the setback requirement between an accessory building and a primary structure from 10 ft to 5 ft in all single family residential zoning districts, the AG Agricultural District, the MR Mixed Residential District, and the MH Mobile Home District; and Article 5, Table 106.65-2, Table of Allowed Uses, to allow Townhome Dwelling as a use in the Downtown - General zoning district. Case # ZCA-2023-002.**

No discussion

CITY BUSINESS

1. **Consider and/or act upon acceptance of the annual audit report for the fiscal year ended September 30, 2022, as presented by George, Morgan & Sneed, P.C.**

No discussion

2. **Discuss and consider adoption of Resolution R03-2023-381 to temporarily close Bicentennial Park on Saturday, July 8, 2023, for the safety of the public during the set up and preparation for the Celebration of Freedom Event.**

No discussion

3. **Discuss and consider a Special Event Permit for the Annual Celebration of Freedom Event to be held on Saturday, July 8, 2023, consider adoption of Ordinance No. 03-2023-483 approving the traffic plan for the day of the event.**

No discussion

4. **Discuss and consider approval of a Personnel Request by the Police Department for the addition of two Patrol Officer positions.**

Police Chief Kit Long stated that they were about to fill all the position in the police department and this request was to add two additional positions which he felt the city and PD could really use.

5. **Discuss and consider approval of payment to the City of Fort Worth Water Department for the City of Crowley portion of the M325/M257 sewer main project.**

No discussion

6. **Discuss and consider adoption of Resolution R03-2023-382 of the City of Crowley amending the Staffing Plan.**

No discussion

7. **Discuss and consider a construction bid award in the amount of \$516,102.60 to David-Tehoungue, Ltd. Co., for Quiet Zone Improvements and authorizing the City Manager to execute said contract.**

No discussion

ADJOURNMENT

As there was no further business to discuss, the work session was adjourned at 6:51 pm.

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD MARCH 16, 2023. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, March 16, 2023, at 7:00 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

Present were Mayor Billy P. Davis
Mayor Pro-Tem Johnny Shotwell, City Council Place 1
Council Member Jerry Beck, City Council Place 2
Council Member Jesse Johnson, City Council Place 3
Council Member Jim Hirth, City Council Place 4
Council Member Jimmy McDonald, City Council Place 5
Council Member Scott Gilbreath, City Council Place 6

City staff included: Deputy City Mngr/Finance Director, Lori Watson
Asst City Mngr/EDC Director, Jack Thompson
City Attorney, Rob Allibon
City Secretary, Carol Konhauser
Fire Chief, Pleasant Brooks
Police Chief, Kit Long
Public Works Director, Mike Rocamontes
Director of Projects & Utilities, Matt Elgin
Planning and Comm Dev Director, Rachel Roberts
Special Events Coordinator, Julie Hepler

Absent: None

CALL TO ORDER/ ROLL CALL

Mayor Billy Davis called the Regular Session to order at 7:00 p.m. City Secretary Carol Konhauser called roll and noted a quorum was present.

INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given by Council Member Jesse Johnson followed by the Pledge of Allegiance to the American and Texas Flags.

PRESENTATIONS/PROCLAMATIONS

1. Financial Audit Presentation by George, Morgan & Sneed, P.C.

Nereo Matias, CPA, from George, Morgan, and Sneed stepped up and presented the annual report of the City's FY2021-2022 financial audit. He stated that the independent auditors issued an unmodified opinion, which is a clean opinion, of the City's financial statements and determined they were in accordance with the Generally Accepted Accounting Principles. The auditors did not identify any significant deficiencies in internal control or instances of non-compliance that were required to be reported in accordance with governmental auditing standards. Additionally, an audit of the Federal Award, the city received an unmodified clean opinion, and found that the city was in compliance with the required federal regulations. He stated that the unassigned fund balance was \$11,969,360 compared to \$10,974,750 in 2021. All of the City's governmental funds report a positive balance to include debt services, capital projects, EDC and nonmajor governmental fund accounts. He then offered to answer any questions. There were no questions and council members thanked Mr Matias.

CONSENT AGENDA

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1. Discuss and consider approving the minutes from the regular meeting held March 2, 2023.

Council Member Jesse Johnson made the motion to approve the Consent Agenda item(s), second by Council Member Jerry Beck; council voted unanimously to approve the motion as presented. Motion carried 7-0.

PUBLIC HEARING

- 1. Hold a public hearing to discuss and consider approval of Ordinance 03-2023-481, for a requested amendment by W Land Development to the Canoe Way planned development district on an approximately 30.071-acre tract located at 970 S Hampton and 961, 1000, 1003, and 1011 W FM 1187, being two tracts of land located in the D. A. Kerr Survey, Abstract 911 and the T. W. Toler Survey Abstract 1541, being those tracts described in a deed to Transcontinental Realty Investors, Inc., recorded in County Clerk's Filing Number D206224373, County Records, Tarrant County, TX. ZCA-2022-004.**

Mayor Davis opened the public hearing at 7:12 p.m and asked if there was any wishing to speak in favor of or opposition.

Steve Martin and Ross Melton from W Land Development stepped up and explained to council that there was already and existing PD when they took over the project that had called for dumpsters and after consideration, they felt that individual totes would be more appealing as they could be put away in garages. Dumpsters create a terrible smell and are not aesthetically appealing, therefore they are requesting to amend the PD to allow for individual garage service. They also explained that by removing the dumpsters, they would be able to add additional parking spots.

Community Development Director asked the developers to forward her confirmation from the solid waste company.

Mayor Davis asked if there was anyone else wishing to speak. Nobody came forward and he closed the public hearing at 7:20 p.m.

Council Member Jesse Johnson made the motion to approve Ordinance 03-2023-481; second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 7-0.

- 2. Hold a public hearing to discuss and consider Ordinance 03-2023-482, for a city-initiated request to amend the following sections of city code Ch. 106 (zoning): Section 106.46 "Residential District Regulations," Sub-Sections B, C, D, E, F, G, and I to reduce the setback requirement between an accessory building and a primary structure from 10 feet to 5 feet in all single-family residential zoning districts, the AG Agricultural District, the MR Mixed Residential District, and the MH Mobile Home District; and Article 5, Table 106.65-2, Table of Allowed Uses, to allow Townhome Dwelling as a use in the Downtown - General zoning district. Case # ZCA-2023-002.**

Mayor Davis opened the public hearing at 7:21 p.m and asked if there was anyone wishing to speak in favor of or opposition. Nobody came forward to speak; Mayor Davis closed the Public Hearing at 7:22.

Council Member Jimmy McDonald made the motion to approve Ordinance 03-2023-482; second by Council Member Jim Hirth; Mayor Bill Davis abstained; council voted 6-0-1 to approve the motion as presented. Motion carried 6-0-1.

CITY BUSINESS

- 1. Consider and/or act upon acceptance of the annual audit report for the fiscal year ended September 30, 2022, as presented by George, Morgan & Sneed, P.C.**

Council Member Jimmy McDonald made the motion to approve the annual audit report for the Fiscal Year 21-22; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 7-0.

2. **Discuss and consider adoption of Resolution R03-2023-381 to temporarily close Bicentennial Park on Saturday, July 8, 2023, for the safety of the public during the set up and preparation for the Celebration of Freedom Event.**

Council Member Jesse Johnson made the motion to approve the Resolution R03-2023-381; second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 7-0.

3. **Discuss and consider a Special Event Permit for the Annual Celebration of Freedom Event to be held on Saturday, July 8, 2023, Consider adoption of Ordinance No. 03-2023-483 approving the traffic plan for the day of the event.**

Council Member Jimmy McDonald made the motion to approve the Special Event Permit for the Annual Celebration of Freedom and Ordinance 03-2023-483; second by Council Member Jerry Beck, council voted unanimously to approve the motion as presented. Motion carried 7-0.

4. **Discuss and consider approval of a Personnel Request by the Police Department for the addition of two Patrol Officer positions.**

Council Member Jimmy McDonald made the motion to approve the Personnel Request for the addition of two Patrol Officer positions to the Police Department; second by Council Member Jim Hirth, council voted unanimously to approve the motion as presented. Motion carried 7-0.

5. **Discuss and consider approval of payment to the City of Fort Worth Water Department for the City of Crowley portion of the M325/M257 sewer main project.**

Council Member Jesse Johnson made the motion to approve the payment to the City of Fort Worth Water Department for the City Crowley portion of the M325/M257 sewer main project; second by Council Member Jimmy McDonald, council voted unanimously to approve the motion as presented. Motion carried 7-0.

6. **Discuss and consider adoption of Resolution R03-2023-382 of the City of Crowley amending the Staffing Plan.**

Council Member Jim Hirth made the motion to approve the Resolution R03-2023-382; second by Council Member Jimmy McDonald, council voted unanimously to approve the motion as presented. Motion carried 7-0.

7. **Discuss and consider a construction bid award in the amount of \$516,102.60 to David-Tehoungue, Ltd. Co., for Quiet Zone Improvements and authorizing the City Manager to execute said contract.**

Council Member Jimmy McDonald made the motion to approve the bid award in the amount of \$516,102.60 to David Tehoungue, Ltd for Quiet Zone Improvements; second by Council Member Jim Hirth, council voted unanimously to approve the motion as presented. Motion carried 7-0.

ADVISORY BOARDS AND COMMISSIONS

Reports/appointments or reappointments.

1. Reports:
None
2. Appointments/Reappointments:
None.

PUBLIC COMMENT

Mayor Davis asked if there were any citizens or visitors wishing to speak.

Terri Horn, Crowley Chamber of Commerce, reminded everyone of the ribbon cutting for Groovy Yoga Studio, 216 Main St on Saturday; Crowley Luncheon on March 23, 2023 at Rec Center; on March 25, 2023 Enhance Eye Care on McPherson will be having a ribbon cutting; May 12, 2023, Clay shoot; Back to School Bingo will be held in July.

ITEMS OF COMMUNITY INTEREST

Mayor Davis then asked if there were any community interest items.

As there was no further business, Mayor Billy Davis adjourned the meeting at 7:29 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Konhauser, City Secretary



City of Crowley City Council AGENDA REPORT

Meeting Date: April 6, 2023

Agenda Item: VI-1

Staff Contact: Rachel Roberts

E-mail: rroberts@ci.crowley.tx.us

Phone: 817/297-2201 x 3030

SUBJECT: Hold a public hearing to discuss and consider approval of Ordinance 04-2023-484, a request by VLK Architects on behalf of Crowley Independent School District to amend Ordinance No. 06-2018-332 (the Karis planned development district regulations), exempting schools from certain design requirements in Section (G)(5), “Design Features for Non-Residential Buildings” and (G)(9), “Building Articulations”. **Case # ZCA-2023-003**

BACKGROUND AND OVERVIEW

Request	Amend the Karis PD district regulations to allow two design exemptions for schools
Applicant	Crowley Independent School District
Staff Recommendation	Approve
Planning & Zoning Commission Recommendation	Approve (as recommended by staff)

BACKGROUND & OVERVIEW

The Crowley school district is building a Montessori school within the Karis development. The school district has chosen a style for the new building that doesn’t meet two of the design requirements, specifically:

(G)(5)(a) Cladding materials used on a facade shall extend a minimum of 20 feet around building corners onto adjacent facades, other than facades abutting an alley. *[NOTE: cladding is defined under our zoning code as “the exterior building finish or material”].*

(G)(9)(d) Schools shall comply with the following requirements: No overall building façade shall extend for a distance greater than three times the mean height of the façade without having a minimum off-set of 3 feet. This off-set shall extend for a distance equal to at least 15 feet

CISD is asking to amend the Karis district regulations to allow schools to be exempt from these two requirements. For the requirement concerning cladding [(G)(5)(a)], the school district’s application states:

“Continuation of the material around a corner is provided in over 90% of the corners on this campus. It would impact the flashing transition at rise wall conditions at the roof causing potential moisture infiltration. Areas above storefronts transition at inside corners meeting the intent of the development standard.”

And for the requirement concerning off-sets for buildings under sub-section (G)(9)(d), the applicant says:

“Requiring a 3-foot offset for 15 feet for any wall longer than 3 times its mean height, would not align with the program of spaces for classroom wings, gymnasium, cafetorium and corridors for a school. This offset would increase the building footprint and total square footage, decreasing the floor plan efficiency. Eliminating additional corners creating possible hiding areas around the building resulting in unsupervised areas addresses safety concerns for the elementary students.”

STAFF REVIEW

Description of requested changes

The two design requirements are part of a list of regulations intended to achieve a certain quality of design for non-residential buildings. The architects worked with the developer to try to achieve the intent for the Karis district, and overall, the school building meets the district requirements.

STAFF RECOMMENDATION

Staff would be wary of removing design standards for non-residential buildings entirely, but it is unlikely that more than one or two schools will be built in Karis, so making an exception for school buildings should not have a large effect on the district as a whole. In addition, the district is asking for an amendment because they are trying to achieve a particular architectural design; while that in itself may not be enough justification for amending the regulations, it does show the school district’s intent to meet the purpose of the Karis district, which is to create a master planned development with high quality design.

Staff does not have any objections to this request to present to the City Council. If the city were to approve the amendment, however, staff would recommend the exception be made for public schools only. The attached ordinance was written with that condition of approval in mind, but of course the Council does not have to follow the staff recommendation and may adopt any amendments it deems appropriate.

PLANNING & ZONING COMMISSION RECOMMENDATION

The Planning & Zoning Commission held a public hearing on this request on March 27. No one but the applicant spoke at the public hearing. The architects showed renderings for the new school and described their purpose for not meeting the two design elements, and how those elements could cause problems in the school, such as providing unwanted hiding spaces and requiring an increase in the size of the gymnasium. The Commission discussed the request and voted to recommend approval of the amendments, with the exceptions to be made for public schools only.

ACTION BY THE CITY COUNCIL

Sample motions are provided below. You are not required to use any of these motions.

Approval: I make a motion to approve Ordinance No. 04-2023-484

Approval with Conditions: I make a motion to approve Ordinance No. 04-2023-484 with the following conditions [*list conditions*].

Deny: I make a motion to deny Ordinance No. 04-2023-484.

Postpone: I make a motion to continue case ZCA-2023-003 until [*state the date the City Council will consider the case again*].

ATTACHMENTS:

- Ordinance adopting amendments to the Karis PD district ordinance
- Excerpt from the Karis ordinance showing all design requirements for non-residential buildings
- Excerpt showing only the requested changes to the PD ordinance
- Application and supporting materials
- Elevations of the proposed school

ORDINANCE NO. 04-2023-484

AN ORDINANCE OF THE CITY OF CROWLEY, TEXAS AMENDING PORTIONS OF ORDINANCE 06-2018-332, THE PLANNED DEVELOPMENT DISTRICT FOR KARIS TO AMEND THE DESIGN REQUIREMENTS FOR SCHOOLS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the City Council of the City of Crowley heretofore adopted Chapter 106 of the City Code, being the Comprehensive Zoning Ordinance of the City of Crowley (the Zoning Ordinance), which regulates zoning of land as may be best suited to carry out these regulations; and

WHEREAS, the City Council of the City of Crowley adopted Ordinance 06-2018-332 on June 7, 2018, establishing the Karis planned development district; and

WHEREAS, the Crowley Independent School District, with support from the developer of the Karis planned development district, has requested to amend portions of planned development district regulations to exempt schools from certain design features for non-residential buildings; and

WHEREAS, the City Council of the City of Crowley deems it advisable and in the public interest to make such amendments to the planned development district regulations for the Karis development as reflected below; and

WHEREAS, the Planning and Zoning Commission of the City of Crowley, Texas held a public hearing on March 27, 2023, and the City Council of the City of Crowley, Texas, held a public hearing on April 6, 2023, with respect to the amendments described herein; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Local Government Code, and all other laws dealing with notice, publication and procedural requirements for amending the Zoning Ordinance.

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

SECTION 1.

The Zoning Ordinance of the City of Crowley, as amended, is hereby amended by amending sections (G)(5)(a), (G)(9), and (G)(9)(f) of Ordinance # 06-2018-332 establishing the approximately 565-acre tract known as the Karis planned development district (the "Property"); Ordinance # 06-2018-332 is hereby specifically amended as follows:

That 'Development Standards' adopted in Ordinance #06-2018-332 as 'Exhibit B' is hereby modified and replaced as shown in 'Exhibit A' below. The remainder of Ordinance # 06-2018-332 is not amended hereby and remains in full force and effect.

SECTION 2.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Crowley, Texas, and the zoning ordinances as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinances and such code are hereby repealed.

SECTION 3.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase 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 sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 4.

All rights and remedies of the City of Crowley are expressly saved as to any and all violations of the provisions of any ordinances governing zoning 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, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 5.

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). Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 6.

The City Secretary of the City of Crowley is hereby directed to publish in the official newspaper of the City of Crowley, the caption, penalty clause, and effective date clause of this ordinance as authorized by the City Charter and Section 52.013 of the Local Government Code.

SECTION 7.

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 THIS THE 6TH DAY OF APRIL 2023.

CITY OF CROWLEY

Billy P. Davis, Mayor

ATTEST:

Carol Konhauser, City Secretary

Exhibit 'A'

ORDINANCE NO. _____

EXHIBIT 'A'

REPLACING ORDINANCE NO. 06-2018-332 EXHIBIT 'B'

EXHIBIT 'B'

DEVELOPMENT STANDARDS

In addition to applicable provisions of the City of Crowley Zoning Ordinance, the Property, being within this Planned Development zoning district as created hereby, shall be used in compliance with the following development and performance standards (the "Standards"):

A. Applicable Regulations.

1. In the event of a conflict between this PD and or the Zoning Ordinance and or any other City ordinance imposing zoning regulations, this PD shall control. Without limiting the generality of the foregoing, if this PD addresses a topic of regulation, that topic shall be addressed exclusively by the PD. By way of example, this PD addresses building design standards; therefore, the building design standards in this PD are the exclusive building design standards applicable to the Property. Any topic of regulation not addressed by this PD shall be governed by the Zoning Ordinance or other applicable development regulations of the City. By way of example, non-conforming uses shall be governed by the Zoning Ordinance.
2. Development of the Property shall be subject to ordinances that the City is required by state or federal law to adopt and apply uniformly to all property within its corporate limits, regardless of whether such ordinances conflict with this PD.
3. Article VI [Screening Devices and Fence Regulations] of the City Code of Crowley, TX, Chapter 106 – ZONING does not apply. (i.e. Section 106-1278 and 106-1279 specifically related to screening walls adjacent to residential properties shall not apply).
4. Architectural review is to be conducted by a designated third party (Village Architect) in accordance with the Design Guidelines and Development Standards associated with this PD. This requirement for Village Architect review and approval includes landscaping but does not include irrigation. After completion of construction for any structure for which a permit is required, the Village Architect shall issue a letter stating whether the structure has been approved and shall provide a copy of this letter to the City. The permit applicant shall provide a copy of this letter to the City when requesting a final inspection. If the letter has not been provided, the applicant may not request a final inspection.

B. Master Plan.

1. Use of the Property shall comply with the general use areas shown as Residential, Civic/Community Facilities, and Park/Open Space on the Master Plan attached as **Exhibit C** and **Exhibit I**, as it may be amended in accordance with this section, and with the use chart for each general use area as set forth in **Table B-1**. The developer may change the boundaries and area of any use area by up to a cumulative amount of twenty percent for each land use area. Any change to the Master Plan must be submitted to the administrative official to ensure it is in compliance with this section, and the amended Master Plan will become a part of the permanent file maintained by the administrative official for this PD. Areas shown on the Master Plan as Residential are considered to be residential zoning areas, all

other parts of the Property are considered to be nonresidential zoning areas.

C. Permitted Uses. No land shall be used and no building shall be erected or converted to any use other than the following:

1. Principal Uses.

- a. Permitted Uses Table. See the permitted use table titled **Table B-1 Land Use Table**. The principal uses followed by “P” are permitted by right. Uses followed by “S” are permitted by Specific Use Permit (SUP). Special conditions are indicated in the Notes column and in the lettered notes following the Table. Except as otherwise provided in **Subsection 2** below for similar uses, all uses not listed on **Table B-1** are prohibited.
- b. Similar Uses Allowed. Uses not specifically listed on **Table B-1**, but of a similar type and nature to those uses listed on **Table B-1**, are permitted as determined by the administrative official.
- c. Residential homes may not be offered for rent or lease with a term less than six months.
- d. Prohibition of Certain Gas-Related Uses. With the exception of gas well drilling and production, and associated accessory uses such as tanks and pipelines, all uses related to gas compression, processing, and storage (including, but not limited to, compression facilities and saltwater disposal wells) are expressly prohibited.

2. Accessory Uses. Accessory uses are permitted. However, no accessory use is permitted without a primary use. Without limiting the generality of the foregoing, the following accessory uses are permitted:

- a. Accessory caretaker’s quarters.
- b. Accessory Community Center, Private.

An accessory community center may include a restaurant open to members and their guests. An accessory community center may also include banquet facilities that may be rented for special occasions, such as wedding receptions and parties.

- c. Accessory Garage, Private.
- d. Accessory Outside Display and Sales.

When in connection with non-residential uses, outdoor display of merchandise shall be limited to the area immediately along the front of the building, extending no further than ten feet from the front of the building. All incidental outdoor displays shall be located on hardscape areas. No merchandise may be displayed in any landscaped area, or areas not hard-surfaced. Incidental displays shall be removed at the end of each business day, providing that a display may be placed again the next day. Incidental display of seasonal items, such as plants, lawn/garden supplies, firewood, Christmas trees and similar goods may be conducted for periods longer than one business day during the season in which

the product is used.

e. Accessory Outside Storage:

When in connection with non-residential uses and visible from ground level on an adjacent street, this use shall be screened with a wall or fence that is a minimum of six feet in height, maximum of nine feet in height, and none of the items stored may project above the screening wall. The screening wall or fence must match the building served in materials and color and must be approved by the Village Architect. The perimeter of the screening wall shall be landscaped with a minimum 12-inch-wide landscape strip containing shrubs, vines, or a combination of both.

f. Accessory Secondary Living Unit:

This use must not exceed 800 square feet in floor area, must be located on the same lot as and be accessory to a single family detached or duplex living unit, and it must be occupied only by guests, servants, or family members of the residents of the main structure. The structure must not contain more than one bedroom, more than one kitchen, or more than one bathroom. May be attached to or detached from the main structure, may be located above a garage. May not be rented or leased for a term less than six months. Subleasing for shorter time periods is expressly prohibited. Accessory buildings must meet the same lot setbacks as the main structure and must match the main structure architecturally and comply with all design guidelines applicable to the main structure. Accessory buildings must be approved by the Village Architect.

g. Accessory Swimming Pool, Private. Swimming pools shall be enclosed in accordance with Crowley Code of Ordinances Sec. 106-1313. - Enclosure of swimming pool.

h. Amenity Center.

3. Special Conditions Applicable to Certain Uses.

a. Gas Well Drilling and Production.

Gas well drilling and production is permitted on the Property subject to the provisions of paragraph **C.1.d.** above, and to the allowable uses detailed in **Table B-1**. Gas drilling in all areas is permitted by SUP only. This use must be in compliance with all applicable local, state, and federal regulations.

b. Temporary Asphalt or Concrete Batch Plant. This use is permitted on the Property in connection with the issuance of a construction permit. This use may include associated temporary buildings, such as trailers. This use shall cease operation upon completion of construction on the Property. This use must be in compliance with all applicable local, state, and federal regulations.

c. Temporary Construction Field Office. This use is permitted on the Property in connection with the issuance of a permit authorizing the construction of structures or infrastructure improvements.

This use may be operated from a temporary building, such as a trailer. This use shall cease operation, and the building shall be removed, upon completion of construction of improvements or structures on the Property.

- d. Temporary Construction Storage Yard. This use is permitted on the Property in connection with the issuance of a permit authorizing the construction of structures or infrastructure improvements. This use may include associated temporary buildings, such as trailers. This use shall cease operation upon completion of construction of improvements or structures on the Property.
- e. Temporary Outdoor Sales. This use may include a temporary farmers market. For the sale of seasonal merchandise, this use shall not exceed 90 days. For the sale of non-seasonal merchandise, this use shall not exceed 14 days.
- f. Wireless Communications Facilities. All Wireless Communications Facilities require a Special Use Permit. When permitted through a Special Use Permit, Mounted antennas may be located on mixed use and non-residential buildings. Stealth towers may be permitted at any location on the property. All towers are subject to the height restrictions and SUP requirements set forth in the Crowley Code of Ordinances Article VIII - Antennas. Any network nodes within the development are required to comply with City ordinances regarding network nodes and the City's network node design manual.

<i>Table B-1 Land Use Table</i>				
Residential Uses	Residential	Civic	Open Space	Special conditions in notes following table
Caretaker, guard or servant residence or garage apartment	P			K
Dwelling, single-family attached	P			
Dwelling, single-family detached	P			
Dwelling, two-family	P			
Group home for the disabled or disadvantaged (as defined by the State of Texas)	P			
Public, civic, and utility uses	Residential	Civic	Open Space	Special conditions in notes following table
Assembly hall	S	S		F
Athletic field and play field, public	P	P	P	F
Community center	P	P		F
Electrical generating station	S			A
Electrical transmission line for public utility company	P	P	P	
Garage, public		P		A,F
Gas regulator station or compressor station	S	S	S	B
Golf course, public	P	S	P	A,F
Governmental administration facility	P	P		F

Library	P	P		F
Lodge, fraternal, sorority and clubs	S	S		F
Museum		P		A,F
Park	P	P	P	F
Philanthropic and/or charitable use	S	S	S	F
Public maintenance building, storage yard	S	S		C
Public safety facility, police and fire	P	P		A,F
Public utility	P	P		
Religious institution	P	P		A,F
Telephone exchange, switching, or relay	P	P	P	A
Educational uses	Residential	Civic	Open Space	Special conditions in notes following table
School, business college	S			A,F
School, college or university	S			A,F
School, commercial instruction	S			A,F
School, commercial trade	S			A,F
School, home	P	P		
School, home day	P	P		
School, institution, rehabilitation and training center	S	P		A,F
School, nursery	P	P		A,F,H,
School, primary or secondary	P	P		F
School, vocational	S	P		A,F
Amusement and entertainment uses	Residential	Civic	Open Space	Special conditions in notes following table
Amusement center, indoor	S	P	S	B,F
Amusement center, outdoor	S	P	S	
Athletic field and playfield, commercial	S	P	P	F
Auditorium	P	P		A,F
Country club	P	S	P	A,F
Golf course, miniature	S	S	P	B,F
Golf course, private	P	S	P	A,F
Gymnasium	P	P		A,F
Private club	S	P		A,D,F
Recreational ranch or farm	S	P	S	F,G
Skating rink	S	P		F
Stable, commercial	S	P	S	B,F,G
Stable, private	P	P		F,G
Swimming pool, water park, commercial	S	P	S	B,F
Theater, indoor motion picture	S	P		F
Professional uses	Residential	Civic	Open Space	Special conditions in notes following table
Bank, savings and loan association, financial institution		P		A,F
Office, business		P		A,F
Office, professional		P		A,F
Commercial, retail and services uses	Residential	Civic	Open Space	Special conditions in notes following table

Day care center, adult	P	P		F,
Day care center, child	P	P		A,F,H,
Day care, in the home	P	P		H
Manufacturing and industrial uses	Residential	Civic	Open Space	Special conditions in notes following table
Gas drilling and production	S	S	S	A
Radio transmission or receiving facility	S	S	S	I,J
Accessory uses	Residential	Civic	Open Space	Special conditions in notes following table
Accessory building	P	P		A,K
Carport	P	P		
Christmas tree sales/snow cone stand (temporary sales)	P	P	P	E
Home occupation	P	P		M
Temporary construction building	S	S	S	
Utility buildings and structures	P	P	S	
Water well	S	S	S	B,L

Note: Special conditions for listed uses. The following describe conditions and special regulations for uses listed in the permitted use table. Additional requirements may be added to these herein by the planning and zoning commission or city council as deemed necessary to protect the health, safety, and general welfare of the citizens of the city. No construction or occupancy shall commence for any permitted use until the conditions herein stated or required by the planning and zoning commission and the city council have been met.

- A. A site plan will be required for city staff review and approval.
- B. A site plan, will only be required in districts which require a specific use permit.
- C. All storage shall be within completely enclosed buildings or effectively screened with screening not less than six feet nor more than eight feet in height, provided no storage located within 50 feet of such screening shall exceed the maximum height of such screening.
- D. May not be located within 300 feet of any property zoned for a residential use or any property which is occupied by a church, public school, day care or nursing home. The measurement of distance shall be measured as a radius from the edge of the property line.
- E. Permitted on a temporary basis only.
- F. All outdoor lighting, including parking lot lighting, shall be directed away from any property zoned or developed for residential uses.
- G. Any proposed stable or barn must be set back 150 feet from the property line. Only animals permitted within the corporate limits by the city code will be permitted on site.
- H. A copy of the state certification of licensing or registration as described in V.T.C.A., Human Resources Code para. 42.052 must be provided to the city.
- I. Antenna and towers shall be permitted and regulated in accordance with paragraph A.3.a. of this chapter.
- J. Public or private radio, television, or telecommunication towers over 35 feet in height require a specific use permit.
- K. Accessory dwellings/garage apartments are limited to a maximum of 800 square feet.
- L. Water well permitted for irrigation purposes only.
- E. Home Occupations shall be governed by Crowley Code of Ordinances Section 106, Division 6. HOME OCCUPATIONS.

D. Area Requirements.

1. Requirements for Single Family and Duplex.

- a. Requirements. The requirements in this **Exhibit B** and **Table B-2 Building Setback, Area, and Bulk Requirements for Residential** are the exclusive building setback, area, and bulk requirements applicable to single family detached and attached and duplex development other than fences and retaining walls that are part of the development. The requirements in **Table B-2** apply to all single family (detached and attached), and duplex, including accessory buildings, but do not apply to other structures.
- b. Zero Lot Line Standards. The side setback may be reduced anywhere from five feet (5') to zero feet (0') on any one side of a single family (detached) lot, when a maintenance easement is provided with such reduced setback.
 - 1. The building separation maintained between the structures on adjacent properties shall not be less than seven-and-a-half feet (7.5 feet).
 - 2. The building separation area shall include a use and maintenance easement of no less than 7.5 feet in width, extending along the entire lot line adjoining the reduced setback.
 - a. The maintenance easement shall be dedicated by plat.
 - b. The maintenance easement shall be maintained as an open space, with the following exceptions.
 - i. Fences that are parallel to the front lot line are allowed.
 - ii. Horizontal construction at grade level, such as a deck not exceeding 12 inches above grade, or paved surfaces may be allowed in the maintenance easement upon a finding that it does not impede the drainage of the adjoining structure.
 - c. If the separation between buildings is less than 10 feet there may be additional fire safety requirements required to be installed in compliance with local fire code.
 - 3. Swimming pools shall have a minimum five-foot setback from rear and side property lines, however, such setback applies only to the swimming pool, and not to associated decking or paving around the pool. Swimming pools shall be enclosed in accordance with Crowley Code of Ordinances Sec. 106-1313. - Enclosure of swimming pool.
- c. Garages.
 - 1. With the exception of J-swing entry garages, garages may not extend beyond the front of a single family detached home or duplex.
 - 2. Required parking spaces for single family detached, single family attached, and duplex uses must be located in fully enclosed, covered parking areas.

3. Notwithstanding anything to the contrary in **Table B-2**, front-facing garage doors are permitted provided they are located at least five feet behind the front facade. For homes with front porches, the front facade is considered to be the portion of the front porch closest to the front property line but in no event less than three feet behind the front of the house.
 - a. All front entry garage homes must include upgraded garage doors, coach lights and additional architectural features in compliance with design guideline.
- d. Single Family Attached. The front facade of single family attached structure may not exceed 350 feet in length.

Table B-2 Building Setback, Area, and Bulk Requirements for Residential

	Residential Type	Example of Residential Type	Minimum Lot Area (SF)	Minimum Lot Width	Minimum Lot Depth	Maximum Number of Stories	Garage Orientation	Density Range (number of units per acre)	Minimum Front Yard Setback (ft)	Min. Interior Side Yard Setback (ft)	Min. Corner Side Yard Setback (ft)	Minimum Rear Yard Setback (ft)	Maximum Lot Coverage (%)	Min. Dwelling Unit Size (sf)	Special Conditions
1	SF-A	Single Family Attached	960	16'	60'	3	Alley	21-30	16	0'	15	5	80%	850	Attached Garage Product
2	SF-A	Single Family Attached	1,040	16'	65'	3	Alley	21-30	16	0'	15	5	80%	1,200	Detached Garage Product
3	SF-A	Single Family Attached	1,540	22'	70'	3	Alley	20-25	16	0'	15	5	80%	1,100	Attached Garage Product
4	SF-A	Single Family Attached	1,760	22'	80'	3	Alley	16-24	16	0'	15	5	80%	1,100	Detached Garage Product
5	SF-A	Single Family Attached (Tuck Under)	2,100	30'	70'	3	NA	15-20	16	0'	15	5	None	1,100	
6	SF-D	Single Family Detached	1,980	30'	66'	3	Alley/Mews	8-13	3	5	15	5	80%	1,200	
7	SF-D	Single Family Detached	1,980	33'	66'	3	Alley/Mews	8-13	3	5	15	5	80%	1,200	
8	SF-D	Single Family Detached	1,980	33'	66'	3	Alley	8-13	20	5	15	5	80%	1,200	
9	SF-D	Single Family Detached	3,150	35'	90'	3	Alley	8-13	20	5	15	5	80%	1,250	
10	SF-D	Single Family Detached	3,150	35'	90'	3	Alley/Mews	8-13	3	5	15	5	80%	1,250	

11	SF-D	Single Family Detached	4,000	40'	100'	3	Alley	7-9	20	5	15	5	80%	1,600	Attached Garage
12	SF-D	Single Family Detached	4,000	40'	100'	3	Alley	7-9	20	5	15	5	80%	1,600	Detached Garage
13	SF-D	Single Family Detached	4,000	40'	100'	3	Alley/Mews	7-9	3	5	15	5	80%	1,600	
14	SF-D	Single Family Detached	4,500	45'	100'	3	Alley/Mews	7-9	3	5	15	5	80%	1,600	
15	SF-D	Single Family Detached	4,500	45'	100'	3	Alley	7-9	20	5	15	5	80%	1,600	
16 A-C	SF-D	Single Family Detached	5,000	50'	100'	3	Front, Alley or Side	9-10	20	5	15	5	80%	2,000	Attached Garage
17	SF-D	Single Family Detached	5,000	50'	100'	3	Alley	9-10	20	5	15	5	80%	2,000	Detached Garage
18	SF-D	Single Family Detached	5,000	50'	100'	3	Alley/Mews	9-10	3	5	15	5	80%	2,000	
19 A-C	SF-D	Single Family Detached	5,500	55'	100'	3	Front, Alley or Side	5-9	20	5	15	5	75%	2,500	
20 A-D	SF-D	Single Family Detached	6,000	60'	100'	3	Front, Alley or Side	4-6	20	5	15	5	75%	2,500	
21 A-D	SF-D	Single Family Detached	7,000	70'	100'	3	Front, Alley or Side	4-6	20	5	15	5	75%	3,000	
22 A-C	SF-D	Single Family Detached	10,400	80'	130'	3	Front, Alley or Side	3-5	24	7.5	15	5	75%	3,500	
23	SF-D	Single Family Detached	13,000	100	130	3	Front, Alley or Side	3-5	24	7.5	15	5	75%	3,500	No Illustration

(Drawings and photographs illustrating each housing type in Table B-2 are for illustrative purposes only, and homes are not required to be designed as illustrated.)

LEGEND (Residential Type) SF-A = Single Family Attached. SF-D = Single Family Attached.

NOTES: Front and corner setbacks are measured from back of the curb or property line.

- e. Exceptions to Minimum Setback: Minimum side setback to detached garages or accessory building may be reduced to 3' when greater setback would be otherwise required. (Subject to additional requirements from the City fire codes.)
- f. Allowed Encroachments into Setbacks:
 1. Porches: up to 7' into front setback and 3' into corner side yard setback but in no event into the *Public Sidewalk, Drainage, Utility, and City Construction Easement* (PDUCE), private utility easement, or any public easement.
 2. Box windows and fireplaces that do not extend to the foundation (up to 2' into all setbacks).
 3. Balconies, awnings, and overhanging eaves (up to 2' into all setbacks).
 4. Bay windows and fireplaces that extend to the foundation (up to 4' into front and corner side yard setbacks).
 5. Stoops and stairs (up to 5' into front and rear setbacks).
 6. Foundation encroachments of 4" to 6" on all setbacks are allowed for architectural details such as brick ledges.
 7. All encroachments are subject to compliance with city fire and safety ordinances.

1. Requirements for Non-Residential Development

g. Requirements.

1. The requirements in the table below are the exclusive building setback, area, and bulk requirements applicable to non-residential buildings and any related accessory buildings.
2. Swimming pools shall have a minimum five-foot setback from rear and side property lines, however, such setback applies only to the swimming pool, and not to associated decking or paving around the pool. Swimming pools shall be enclosed in accordance with Crowley Code of Ordinances Sec. 106-1313. - Enclosure of swimming pool.

<i>Table B-3 Building Setback, Area, and Bulk Requirements for Non-Residential</i>	
Maximum Setback from a Street	A building facade must be constructed within 21 feet of the back of curb along a minimum of 50 percent of each front building facade, exclusive of open space areas, parks, and driveways. If a block face is built out in phases, a phasing plan may be used to show how this requirement will be satisfied in a future construction phase. The administrative official may alter the maximum setback requirement upon a finding that the alteration will promote pedestrian activity along the street. There is no maximum setback requirement for schools.
Maximum Height	5 stories. Exceptions: a) Maximum height for Schools is 75 feet.

E. Off street parking. Off-street loading and parking spaces shall be provided in accordance with applicable provisions of Chapter 106 Article V of the City of Crowley Code of Ordinances.

1. General Provisions.

- a. Except as otherwise provided in this paragraph, required parking must be off-street parking. Head-in and parallel parking spaces located on streets are permitted and count toward required parking. Head-in parking is not permitted if maneuvering is done on an arterial street, unless the maneuvering is done on a slip road.
 - b. Unless otherwise stated, all parking spaces may be enclosed or unenclosed.
2. Off-Premise Parking. Except as otherwise provided in these PD Regulations, parking spaces must be located on the same platted lot as the use that they serve.
 3. Minimum Parking Requirements. See Chapter 106 Article V of the City of Crowley Code of Ordinances for the minimum parking requirements for each principal use. Parking is not required for floor area devoted to common areas, such as common areas associated the lobbies of office buildings. If a use has a drive through window, a minimum of six stacking spaces shall be provided in addition to the parking requirements listed in Chapter 106 Article V of the City of Crowley Code of Ordinances.
 4. Parking of Commercial Delivery Vehicles. Blocking or stopping in a travel lane on a residential street with a single lane in each direction for the purpose of delivery vehicle loading/unloading is limited to a maximum of two hours.

F. Landscaping. Landscape design will enhance the character of the architecture and create an atmosphere that promotes a comfortable connection of the built environment to the natural environment. Trees should be placed so as to maximize shading along streets, public access to retail buildings and other pedestrian ways.

1. The landscape requirements in these PD Regulations are the exclusive landscaping requirements applicable to the Property.
2. Single family detached, single family attached, and duplex shall be landscaped in accordance with the residential landscaping requirements in ***Table B-4 Residential Landscaping Requirements***.
3. Parkways adjacent to non-residential buildings shall be landscaped in accordance with the standards of the General Commercial zoning district Section 106-656 (as amended) of the City of Crowley Code of Ordinances, except as follows:
 - a. The landscape setback shall be measured from the inside boundary line of the pedestrian access and utility easement (not the right-of-way line).
 - b. All required landscape materials shall be irrigated with an automatic irrigation system, however, landscaping in above ground planters may be irrigated by hand or with an automatic irrigation system. All automatic irrigation systems shall have rain sensors and a freeze guard set at 38 degrees Fahrenheit.
4. Parking lots for non-residential buildings shall be landscaped as described below:
 - a. A maximum of 15 uninterrupted parking spaces are permitted in a row before relieved by a landscaped island.
 - b. Landscaped islands are required at the end of each parking aisle.
 - c. All landscaped islands shall be a minimum of seven feet in width and the depth of a parking space. If a double row of parking is provided, the island shall be the depth of both rows.
 - d. At least 15 percent of a parking lot shall be landscaped.
 - e. Every landscaped island shall have at least one tree and shall be landscaped with ground cover. Trees shall be a minimum of three inches in caliper at the time of planting, except that trees located at the end of parking aisles must be a minimum of four inches in caliper at the time of planting. Trees may be located within landscaped islands, minimum four-foot by four-foot landscape diamonds, or other landscaped areas within a parking lot.
 - f. The total number of trees within a parking lot shall equal at least one tree for every 18 parking spaces within the parking lot.
 - g. All required landscape materials shall be irrigated with an automatic irrigation system, however, landscaping in above ground planters may be irrigated by hand

or with an automatic irrigation system.

- h. At Schools, street trees are not required adjacent to or in bus and vehicular loading zones or along “visitor street parking”.

5. All required trees must be of a species approved for planting in the design guidelines.

<i>Table B-4 Residential Landscaping Requirements</i>					
Residential Type	Single Family - Detached 70' LFF ³ and above	Single Family - Detached 60' to 69' LFF	Single Family - Detached 40' to 59' LFF	Single Family - Detached 30' to 39' LFF	Single Family - Attached
Minimum Number and Size of Trees ¹	One 3-inch caliper tree per 30 feet of street frontage or fraction thereof	Two 3-inch caliper tree per lot	Two 3-inch caliper tree per lot	Two 3-inch caliper tree per lot	One 3-inch caliper tree per 30 feet of street frontage or fraction thereof
15 Gallon Shrubs	5	3	2	2	1
7 Gallon Shrubs	8	5	3	3	3
5 Gallon Shrubs	20	12	10	10	10
1 Gallon Shrubs	30	15	10	10	10
Minimum Public Walkway Width	5 feet	5 feet	5 feet	5 feet	5 feet
Minimum Private Walkway Width ²	5 feet	4 feet	4 feet	4 feet	4 feet
Lawn	Fully Sodded				
Irrigation	All landscaping other than trees shall be irrigated with automatic irrigation systems that include rain and freeze sensors.				
Drip Irrigation	All trees must be irrigated using drip irrigation.				

¹ Trees shall be planted in the parkway and may be spaced 20 to 50 feet apart. On corner lots, street trees are required every 30 feet of street frontage, on front and side.

² Intended to connect the residential structure to the public walkway along the street. Requires a stone or brick edge, and finish must be either washed aggregate or colored concrete.

³ LFF = Linear Front Feet.

G. Building Materials.

1. Applicability of Other Design Standards. The design standards in these PD Regulations are the exclusive design standards applicable to the Property.
2. Approved Building Materials. In the context of approved building materials, a facade does not include doors, fascia, windows, chimneys, dormers, window box-outs, bay windows, soffits, eaves, and outdoor fireplaces. Multiple buildings on the same lot will each be deemed to have separate facades.
 - a. A minimum of 90 percent of each exterior building facade shall consist of one or more of the following building materials (subject to further restrictions in facade area set forth in paragraphs (5) and (6) for Cementitious fiber board and EIFS):
 1. Stone, brick or tile laid up unit by unit and set in mortar;
 2. Stucco (exterior Portland cement plaster with three coats over metal lath or wire fabric

lath or other methods approved by the administrative official as equal or better quality in durability);

3. Cultured stone or cast stone;
4. Architecturally finished block (i.e. burnished block or split faced concrete laid up unit by unit and set in mortar). Non-residential use only.
5. Cementitious fiber board. Cementitious fiber board is permitted subject to the following conditions: the style and color of a building using this product must be approved as part of a development plan, no more than 30 percent of buildings in this PD may have a facade that is predominantly composed of this product.
6. Exterior Insulation and Finish System (EIFS). EIFS is further limited to the following:
 - a. non-residential buildings by right; and
 - b. buildings containing single family attached if approved by the administrative official based on a finding that the proposed use of EIFS is consistent with the spirit and intent of this PD to require high quality building materials and a variety of building materials.
 - c. EIFS may be used only on that portion of a façade that is four feet or higher above grade. A maximum of 50 percent of all sides of a building visible from the street and not ultimately screened by another building or other device may consist of EIFS;
7. LEED-certified materials;
8. Glass; or
9. An alternative material approved by the administrative official based on a finding by the administrative official that it is of a quality equal to or better than the materials listed above in durability.

- b. A maximum of ten percent of a facade may include accent materials not listed above, except that aluminum siding, vinyl siding, unfinished concrete block, reflective glass, and galvanized steel are prohibited. The administrative official may approve the use of reflective glass in unique circumstances in order to comply with green building techniques.
- c. A minimum of two different building materials shall be used on each building other than single family detached homes.

3. Roofing Design and Materials.

- a. Roofing materials for sloped roofs shall be selected from the following list:
 1. Asphalt shingles;

2. Industry approved synthetic shingles;
 3. Standing seam metal roofs;
 4. Tile roofs;
 5. Slate roofs;
 6. LEED-certified roofing materials; or
 7. An alternative material approved by the administrative official based on a finding that it is of a quality equal to or better than the materials listed above in durability.
- b. All pitched roofs of non-residential buildings shall have a minimum pitch of 4:12, and all pitched roofs of residential buildings shall have a minimum pitch of 6:12. Roofs covering porches and other architectural elements are excluded from this requirement. On residential buildings, accent features may utilize a minimum pitch of 4:12 upon approval by the administrative official. The administrative official may approve a roof that does not meet these requirements based on a finding that a different roof pitch is appropriate for the proposed architectural style.
 - c. Flat roofs require parapet screening, a minimum of two feet, eight inches in height, that adheres to vertical articulation requirements for the facade.
 - d. Parapets shall require cornice detailing.
 - e. Each single family detached home will have a minimum of 30-year dimensional shingle, tile, or metal seam roof.
4. Design Features for Residential Buildings.
- a. Residential buildings shall have a minimum plate height of 9 feet.
 - b. A minimum of four of the following design features are required on the exterior of each building containing a single family detached, single family attached, or duplex use:
 1. Dormers;
 2. Cupolas;
 3. Gables;
 4. Recessed entries (minimum three feet);
 5. Balconies;
 6. Covered front porches (minimum 70 square feet in area and seven feet in depth);
 7. Courtyards;

8. Box windows;
 9. Architectural pillars or posts;
 10. Exterior chimneys;
 11. Varied roof heights;
 12. Archways;
 13. Porte cocheres;
 14. Porticos;
 15. Shutters (functional or decorative, but must be sized as such that the shutters would cover the window opening); or
 16. Articulated cornice lines.
5. Design Features for Non-Residential Buildings. Non-residential buildings shall comply with the following requirements:
- a. Cladding materials used on a facade shall extend a minimum of 20 feet around building corners onto adjacent facades, other than facades abutting an alley. Public schools shall be exempt from this requirement.
 - b. All buildings must include at least four of the following design features, and buildings that are greater than 20,000 square feet in floor area must include at least six of the following design features:
 1. Canopies, archways, covered walkways, or porticos;
 2. Awnings;
 3. Arcades;
 4. Courtyards;
 5. Cupolas;
 6. Balconies;
 7. Tower elements;
 8. Recesses, projections, columns, pilasters projecting from the planes, offsets, reveals, or projecting ribs used to express architectural or structural bays;
 9. Varied roof heights for pitched, peaked, sloped, or flat roof styles;
 10. Articulated cornice line;

11. Arches;
 12. Display windows, faux windows, or decorative glass windows;
 13. Architectural details, such as tile work and molding, or accent materials integrated into the building facade;
 14. Integrated planters or wing walls that incorporate landscaping and sitting areas or outdoor patios;
 15. Integrated water features; or
 16. Other similar architectural features approved by the administrative official.
6. Repetition of Elevations for Single Family Detached Uses and Duplexes.
- a. No street-facing elevation on a single family detached home or duplex shall be repeated directly across the street from itself (excluding at “T” intersections and within cul-de-sacs), or within three lots of itself along the same block face, as illustrated on **Exhibit E**. At least 10 percent of an elevation must be different, or it will be considered to be a repeated elevation.
 - b. In addition, no color scheme may be repeated within two lots of the same color scheme along the same block face.
7. Single Family Attached Sound Attenuation. When single family attached uses share a common wall, the common wall shall have a minimum Sound Transmission Class (STC) rating of 58.
8. Entries.
- a. Non-residential buildings shall comply with the following requirements:
 1. All ground floor entrances shall be covered or inset.
 2. Building entrances shall be articulated with architectural elements such as columns, porticos, porches, and overhangs.
9. Building Articulation. Non-residential (except for public Sschools) buildings shall comply with the following articulation requirements:
- a. All facades adjacent to and facing a street or public open space shall comply with the following standards, as illustrated on **Exhibit F**:
 1. No building facade shall extend for a distance greater than three times the mean height of the facade without having an off-set of 15 percent or more of the mean height of the facade. This off-set shall extend for a distance equal to at least 25 percent of the length of the adjacent plane described in the preceding sentence.
 2. No portion of a horizontal facade that is the same height shall extend for a distance greater than three times that height without changing height by a minimum of 15

percent. This height change shall continue for a distance equal to at least 25 percent of the length of the adjacent plane described in the preceding sentence.

- b. Facades adjacent to and facing a street or public open space shall include material changes or changes in relief such as columns, cornices, bases, fenestration, and fluted masonry.
- c. The top floor of any building shall contain a distinctive finish, consisting of a cornice, banding, or other architectural termination. In addition, the bottom one- third of any building exceeding six stories shall be distinguished from the remainder of the building by providing a distinctive level of detail, such as columns, pilasters, masonry base rustication, unique masonry detailing, unique fenestration, or other distinctive material or color variation.

~~d. Schools shall comply with the following requirements: No overall building façade shall extend for a distance greater than three times the mean height of the façade without having a minimum off-set of 3 feet. This off-set shall extend for a distance equal to at least 15 feet.~~

10. Transparency.

- a. At least 25 percent of each residential facade (excluding mixed use buildings) adjacent to and facing a street or public open space shall contain windows or doorways.
- b. At least 40 percent of each facade in non-residential buildings or mixed use buildings, adjacent to and facing a street or public open space shall contain windows or doorways, except that on a mixed use building containing residential uses, at least 40 percent of the first floor of each facade adjacent to a street or public open space shall contain windows or doorways, and at least 25 percent of the upper floors of each facade adjacent to a street or public open space shall contain windows or doorways.
- c. There are no transparency requirements for schools.

11. Outdoor Storage. Outdoor storage is prohibited in connection with a non-residential use unless the administrative official approves it based upon a finding that the adverse effects of such storage have been mitigated through adequate restrictions regarding the storage location and type of screening. This provision does not apply to accessory outside storage, which is required to be screened in accordance with **Section C.2.e** of this PD **Exhibit B**.

12. Fencing. With the exception of temporary construction fencing, the following types of fences are prohibited: chain link, barbed wire, pipe, vinyl, and razor wire fences.

13. Accessory Buildings. An accessory building shall be less than the floor area of the main building.

14. Enhancements on Corner Lots.

- a. Each single family detached home and Type 1 multi-family building located on a corner lot shall include a minimum of two architectural enhancements on the side of the building facing the intersecting street. Examples of architectural enhancements include, but are

not limited to, gables, columns, windows, vents, porches, and shutters.

- b. Each corner lot with a single family detached home or Type 1 multi-family building shall have landscape enhancements along the side street as follows: at least one minimum three-inch caliper tree shall be planted for each 30 feet (or fraction thereof) of lot length along the side street, and a minimum of five evergreen shrubs that are a minimum of five gallons shall be planted every five feet on center along fence lines facing the side street. Trees are not required to be evenly spaced.

15. Other.

- a. Each single family detached home will have enhancements particular to each style of architecture. For example, coastal style homes will have elevations that feature cementitious fiberboard siding (lap, shake or scallop design), covered porches, porch railings, fascia and trim moldings, shutters, lower pitch roofs, and dormers, and Mediterranean style homes will have elevations that feature arched windows, porches with arches, "A" gable roofs, soffit rafter tails, balconies, and towers.
- b. Each single family detached home shall be serviced by a shared mailbox for each two homes which is landscaped and architecturally compatible with the residential structure in which it serves. Notwithstanding the foregoing, mailboxes must comply with Federal postal standards.
- c. All streets will have upgraded street lights that will be architecturally compatible with the overall theme of this PD.

H. Utilities. All utilities servicing this development (other than perimeter utilities) shall be installed underground, except for any existing major transmission line, located within the boundaries of this development.

I. Screening.

1. Garbage Collection Areas. Outdoor trash storage areas visible from a street must be screened on three sides by a solid wall at least eight feet in height of a material that is consistent with the exterior building material of the main building that the storage area serves. Decorative metal opaque gates shall be used to access such trash collection areas. The perimeter of screening walls shall be landscaped with a minimum 12-inch wide landscape strip containing shrubs, vines, or a combination of both.
2. Roof Mechanical Equipment. Rooftop equipment shall be screened from view at ground level. (Parapet walls referenced in **Section G.3.c.** of this PD **Exhibit B** shall fulfill this screening requirement.
3. Site Utilities. Each single family detached home will have the Heating, Ventilation, and Air Conditioning (HVAC), Electrical, and Gas equipment located behind the rear yard fence to create a more appealing streetscape. If the electrical and gas equipment cannot be located behind the fence due to regulatory requirements, meters will be screened from the street by evergreen plant material of sufficient height at the time of planting installation to effectively screen the equipment from view.

J. Loading Facilities: Off-Street Loading for Non-Residential Uses.

1. Off-street loading facilities may be accessed from a street or a private service drive, or may consist of a berth within a structure. On-street loading is permitted in designated loading zones.
2. Off-street loading and service areas must be screened by walls consistent with the architectural style and materials of the associated building at least eight feet in height, and by planting evergreen plant material capable of growing to eight feet in height within 18 months after planting. For schools, decorative fencing, six feet in height, may be used in lieu of solid walls with planting material that meets transparency requirements for school security.
3. Access and maneuvering areas shall be provided on the same building lot as the principal use for which the loading and parking is intended. Maneuvering space shall be in addition to parking space. Dimensions of maneuvering space shall be in accordance with the provisions of Crowley Code of Ordinances, Section 106-1056.

K. Streets and Access Easements.

1. Streets must be provided in accordance with the proposed street sections shown on **Exhibit J**; however, this PD shall not be construed to modify the City's standard minimum assembly requirements for street construction, i.e. depths, PSI, steel, etc. in effect at the time of this PD.
2. Grant of permission. The Council hereby grants a non-exclusive revocable permission subject to an easement use agreement for each named improvement to each owner of land and tenant within the Property boundaries to use the public right of way within the Property boundaries for the exclusive purpose of constructing, operating, repairing and maintaining the following improvements and any improvements reasonably related thereto or necessary for the operation thereof:
 - a. Street and pedestrian lighting,
 - b. Public seating areas,
 - c. Landscaping and related amenities, including fountains,
 - d. Monuments, statues, or other public artwork,
 - e. Street furniture, including benches,
 - f. Drinking fountains,
 - g. Trash containers,
 - h. Tunnels;
 - i. Security cameras,

- j. Bollards,
- k. Temporary construction barricades,
- l. Underground duct banks,
- m. Pedestrian bridges and overpasses,
- n. Arches,
- o. String lighting, and
- p. Wiring.

The administrative official may authorize additional items (other than those enumerated in this **Paragraph K.2.** above) to be included in the permission if such items do not interfere with the public use of the right of way.

3. Insurance Required. Upon the conducting of any activities or installing any of the improvements described in **Paragraph K.2.**, it is a condition to continuation of the license that there be in place commercial general liability insurance coverage with an insurance company authorized to do business in the State of Texas and otherwise acceptable to the City, covering, but not limited to, the liability assumed under the license granted under this section, with combined single limits of liability for bodily injury and property damage of not less than \$1,000,000 for each occurrence, \$2,000,000 annual aggregate. Coverage under this liability policy must be on an "occurrence" basis and the City shall be named as additional insured. Proof of such insurance must be sent to: City of Crowley Human Resources Department (Tel: 817- 297-2201 ext. 4200). City of Crowley, 201 E. Main St., Crowley, TX 76036; and the policy must provide for thirty days prior written notice to the Office of Risk Management of cancellation, expiration, non-renewal, or other material change in coverage. All subrogation rights for loss or damage against the City are hereby waived to the extent same are covered by the liability insurance policy. In the event there is more than one license holder, such holders shall be individually, and not joint and severally, liable hereunder.
4. Maintenance. Each owner or tenant placing permitted improvements in the right-of- way shall be responsible for obtaining all required construction and building permits and maintaining and keeping the improvements safe and from deteriorating in value or condition at no expense to the City. The City shall be absolutely exempt from any requirement to make repairs to or to maintain the permitted improvements.
5. Staff Review.
 - a. The Director of Public Works shall review all proposed improvements described by **Paragraph K.2.** and shall approve a proposed improvement if:
 1. The improvement will not unreasonably interfere with pedestrian or vehicular traffic, the design and location of the improvement includes all reasonable planning to minimize potential harm or injury to or interference with the public in the use of the public street, and the improvement will not create any hazardous condition or obstruction of vehicular or pedestrian travel upon the public street; and

2. There is clear, continuous, and unobstructed passageway for pedestrians that is a minimum of five feet in width with a minimum vertical clearance of eight feet, provided, however, that where unusual circumstances exist, the requirement could be less than five feet in width where it is certain that public safety would not be jeopardized.
- b. Fire Department Review. Any street or alleyway that is intended to be less than 18 feet of right-of-way width must be reviewed by the City fire department during the platting approval process to ensure adequate access for emergency vehicles.
6. The administrative official shall review all proposed improvements described by **Paragraph K.2.** in the context of land use compatibility, architectural consistency, character of the development, and pedestrian mobility. If the administrative official determines that a permitted improvement is inappropriate based on the foregoing standards, an applicant may appeal that determination to the Zoning Board of Adjustment within 15 days after the decision in accordance with the procedures set forth in Crowley City Code, Article II., Division 2. – Zoning Board of Adjustment.
- L. Signs.** The Council may approve different sign regulations than the regulations in the Zoning Ordinance by approving an alternate sign package (*i.e. Chapter 102 of the City of Crowley Code of Ordinances*).
- M. Pedestrian and Street Lighting Standards.** Street lighting and pedestrian lighting shall be provided in accordance with **Exhibit K.**
- N. Open Space.**
 1. Parks and open space areas shall be designated on approved plats for the Property and shall generally comply with the Preliminary Park and Open Space Master Plan attached as **Exhibit I.**
 2. A Final Park and Open Space Master Plan generally consistent with the Preliminary Park and Open Space Master Plan shall be submitted to the City prior to submittal of a preliminary plat for any portion of the Property.
 3. The developer shall provide areas large enough to accommodate the open space amenities required in **Section N.8.** of this PD **Exhibit B.**
 4. Open space amenities shall be provided as follows:
 - a. The developer shall, at a minimum, construct the following amenities within open space by the time the Building Inspector approves the final inspection or the certificate of occupancy for the 700th dwelling unit:
 - (1) One recreational facility (may be an amenity center).
 - (2) A swimming pool complex.
 - (3) Event lawn area.
 - (4) Three play structures (such as climbers, jungle gyms, spinners, or hangers).

- (5) One shade structure for each Active Park (parks over one acre in area).
 - (6) Two park benches for each active park.
 - (7) Three dog clean-up stations.
 - (8) Community dog park.
 - (9) Shared use with the School play yard.
 - (10) Drinking Fountains at Active Parks.
 - (11) Gas Barbeque grills in amenity center; and
 - (12) Park signage.
- b. The developer shall, at a minimum, construct the following amenities within open space shown by the time the Building Inspector approves the final inspection or the certificate of occupancy for the 2,000th dwelling unit.
- (1) One recreational facility (may be an amenity center).
 - (2) A swimming pool complex.
 - (3) Gas Grills in Amenity Center.
 - (4) One play structure (such as climbers, hangers, slides or spinners) in Active Parks.
 - (5) Two park benches for each active park.
 - (6) Six dog clean up stations.
 - (7) Park signage.
 - (8) One shade structure in Active Parks.
 - (9) Pocket Park.
- c. Similar Amenities Allowed. Open space amenities not specifically listed above, but of a similar type and nature to those listed above, are permitted as determined by the administrative official.
5. The developer shall use non-potable water whenever possible to irrigate open spaces and parks.
6. Open space areas shall be landscaped with one tree that is a minimum of three inches in caliper for every 35 feet of street frontage or fraction thereof. Trees may be planted in clusters to create a natural appearance. Where feasible, the developer shall transplant as native trees from areas scheduled for developmental impact to open space areas and parks within the Property.

7. Ownership and maintenance of public open space areas shall be in accordance with regulations pertaining to the Karis Municipal Management District (to be created within 12 months of adoption of this ordinance). If the MMD is not established within that timeframe, ownership and maintenance of public open space areas shall be in accordance with the Crowley, Texas Code of Ordinances and other applicable State law. Private open space shall be maintained by a property owner's association or other appropriate entity.
8. A minimum of 50 acres of the Property shall be provided as open space open to the public at such time as the Karis Municipal Management District (to be created) or other owning entity finds that the open space area is ready to be open to the public.

O. Recreational and Social Amenities

1. Prior to the approval of the final inspection for the 500th single family residence on the Property, an amenity center shall be constructed on the Property.
2. Prior to the approval of the final inspection for the 2,000th single family residence on the Property, a second amenity center shall be constructed on the Property.
3. Each amenity center shall have the following amenities and shall be open to residents and their guests:
 - a. Restroom facilities;
 - b. A swimming pool;
 - c. Group recreational equipment;
 - d. A playground; and
 - e. An indoor community gathering space or meeting room.
4. In order to promote a sense of community, social programming will be incorporated into the fabric of this PD by the home owner's association. This programming is intended to create and support interaction between families, neighbors, neighborhoods and villages within this PD. Functions and events may include, but are not limited to, items such as the following:
 - a. Clubhouse/pool activities and events: Dance classes, ballet classes, karate classes, fitness classes, scrap booking, book clubs, cooking classes, wine tasting, New Year's celebrations, bunko night, poker night, kid's story time, casino nights, super bowl parties, Valentine's Day moms' night out, March madness, Easter Parade, Memorial Day pool opening, 4th of July event, Labor Day celebrations, Halloween events, Thanksgiving pot luck, meet and greet Santa, meet and greet your neighbors, and pancake socials.
 - b. Outdoor activities: Bike races, horseshoes, tennis, volleyball, movies, fireworks, national night out (safety), astronomy, bird watching, nature tours and classes, summer camps (in conjunction with Boy Scouts or Girl Scouts), nature hikes, fun runs, marathons, mom's stroller classes, and Barktoberfest (dog party).

P. PD Amendment and Development Plan Review Procedures

1. Zoning Change.

- a. PD amendments pertaining to restrictions regulations of this PD are authorized for all or a portion of the land governed by this PD. With the exception of PD amendments initiated by the City, all requests to amend the restrictions and regulations of this PD shall only be accompanied by the written consent of the owners of the land that is the subject of the amendment, to the extent permitted by law. A request to amend or an amendment to this PD with respect to a portion of the Property shall not affect this PD as it applies to the remainder of the Property, unless otherwise provided by law. A request to amend specific provisions of this PD (regardless of the portion of the Property to which the amendment applies) shall not affect the remaining provisions of this PD, unless otherwise provided by law. Except in the case of request for amendment that relates to a change in classification or boundary of the zoning district, public hearing shall not be required, to the extent allowed by law.
- b. Approval Authority. The administrative official has the authority to authorize minor amendments as provided by this PD. Minor amendments include, but are not limited to, changes to any numerical requirement in this article by no more than 10 percent (increase or decrease) with the exception of allowing additional building stories. Minor amendments also include change in density (lots per acre) by not more than 10% from the approved preliminary plat. Neighborhood street, alley, and park (including mews parks) placement may be adjusted by minor amendment, but main thoroughfares may not. Minor amendments to allow a decrease in first floor plate height, allow a prohibited use, reduce required parking, or change the relationship between the building and streets are not permitted. Any other amendments to an approved development plan shall be processed in the same manner as the original development plan, but amendments are not required to be submitted in connection with a plat.
- c. The process for amending the boundaries or classification of this PD shall be in accordance with the provisions of Crowley Code of Ordinances Chapter 106, Division 5.
- d. Specific Use Permits. The provisions of *Chapter 106, Division 6 – Specific Use Permits* of the Zoning Ordinance, as well as all definitions in the Zoning Ordinance pertaining thereto, shall apply to all requests for Specific Use Permits, except that the landscape plan required by *Section 106-1364*. shall be in compliance with the standards of this PD, not the standards of *Article VII, Division 2* of the Zoning Ordinance entitled “*Landscaping*.”
- e. New and Unlisted Uses. Prior to issuance of a permit for a new and unlisted use, the use will be reviewed by the private architectural review committee (the **Committee**) charged with reviewing building construction for compliance with the design guidelines. The City will promptly notify the Karis Municipal Management District (to be created), or other entity charged with forming the Committee, or its designee at the address the Committee has provided to the City, and provide a copy to the applicant, if a new and unlisted use permit application is made without attaching written confirmation from the Committee

that it has reviewed the plans for the proposed use and found that the use complies with the community guidelines, but the City will otherwise disregard the applicant's failure to provide this letter, and the City shall not be liable for the results of any failure to provide notice. The determination on new and unlisted uses shall be made in accordance with Chapter 106, Article IV, Division 2., Sec. 106-802 of the Crowley Code of Ordinances.

2. Development Plan Approval.

- a. Approval Required. Prior to or concurrently with the submittal of an application for a preliminary plat for any portion of the Property, a development plan for that portion of the Property must be submitted to City Council for consideration in accordance with this **Section P.2.**
- b. Procedures. Development plans shall be submitted by the applicant to the City Council for administrative review.
- c. Development Plan Content. A development plan must include the following information:
 - (1) Proposed land use including the approximate number of dwelling units of each type as set forth in **Exhibit D** and in **Table B-2.**
 - (2) The percentage of attached dwelling units compared to all dwelling units in this PD, considering the units requested and all units approved in previous development plans (based on the approximate numbers provided in (1) above).
 - (3) The location and width of proposed thoroughfares, and a designation of the streets as boulevards or non-boulevards.
 - (4) The location, of proposed landscaping within common areas and public right- of-way.
 - (5) The location and size of proposed parks and open space areas.
 - (6) The location and width of proposed trails.
 - (7) Elevations that generally depict representative architecture along a typical block face within the development plan area. A separate elevation shall be submitted for each building type proposed within a development plan area. For purposes of this paragraph, the following are considered building types: each type of single family detached listed in **Table B-2 Building Setback, Area, and Bulk Requirements for Residential**; each type of single family attached in **Table B-2**; and a non-residential building. The applicant may submit additional materials depicting the typical architecture within the development plan area for the City Council's consideration. All required elevations shall include sufficient detail to allow the City Council to evaluate the general style and architecture of the development within the development plan area, including, but not limited to, identification of predominant exterior building materials and the proposed color palette. Samples of the detail that should be provided in elevations are illustrated in **Exhibit H.**

- (8) A comprehensive fence plan indicating fencing materials, colors, heights, and general locations.
- (9) The percentage of buildings that have a facade that is predominantly composed of cementitious fiber board compared to the projected total of all buildings in this PD as shown in the most recently accepted Transportation Impact Analysis for this PD considering the buildings requested and all buildings approved in previous development plans (to ensure that no more than 30 percent of the projected total number of buildings have a facade that is predominantly composed of cementitious fiberboard).

d. Approval Criteria.

- (1) The City Council shall approve a development plan if it complies with this PD and all other applicable City ordinances. Except as expressly stated in **Section P.2.d.(2)**, the City Council shall not impose conditions on the approval of a development plan other than conditions that bring a development plan into compliance with this PD and all other applicable City ordinances.
- (2) The City Council may deny approval of elevations or impose reasonable conditions on representative building elevations required by **Section P.2.c.(9)** to assure that buildings within the development plan area (i) include adequate articulation; (ii) include a sufficient mix of design features to avoid monotony; (iii) in the case of buildings other than single family detached structures, incorporate design features oriented to pedestrians at street level; and (iv) are high quality.

- e. Effect of Development Plan Approval. Development of the Property shall substantially comply with approved development plans. A development plan must be approved prior to plat approval for that portion of the Property. In determining substantial compliance, elevations that are part of an approved development plan are intended to illustrate representative architectural styles and typical implementation of PD design standards and shall not be interpreted to require buildings to be constructed with identical elevations.
- f. Amendments. The administrative official has the authority to authorize minor amendments as provided by this PD. A minor amendment is defined as one which does not change the intent of the concepts supported by this PD. Minor amendments include, but are not limited to, changes to any numerical requirement in this article by no more than 10 percent (increase or decrease) with the exception of allowing additional building stories. Minor amendments also include change in density (lots per acre) by not more than 10% from the approved preliminary plat. Neighborhood street, alley, and park (including mews parks) placement may be adjusted by minor amendment, but main thoroughfares may not. Minor amendments to allow a decrease in first floor plate height, allow a prohibited use, reduce required parking, or change the relationship between the building and streets are not permitted. Any other amendments to an approved development plan shall be processed in the same manner as the original development plan, but amendments are not required to be submitted in connection with a plat.

- 3. Design Guidelines. Prior to issuance of a building permit for the construction of any building, design guidelines for the Property will be created and will encumber the Property. These design guidelines will include a private architectural review committee (the

- Committee)** charged with reviewing building construction for compliance with the design guidelines. The City will promptly notify the Karis Municipal Management District (to be created), or other entity charged with forming the Committee, or its designee at the address the Committee has provided to the City, and provide a copy to the applicant, if a building permit application is made without attaching written confirmation from the Committee that it has reviewed the plans for the proposed building and found that the building complies with the design guidelines, but the City will otherwise disregard the applicant's failure to provide this letter, and the City shall not be liable for the results of any failure to provide notice.
4. Architectural Review Committee. The private architectural review committee consists initially of appointees selected by the Developer, with oversight from a third-party Village Architect. The architectural review committee is responsible for reviewing building construction for compliance with the design guidelines.
 5. The development plan review procedures set forth in these PD Regulations are the exclusive development plan review procedures applicable to the Property.

Q. Definitions.

Terms used within this PD, including its exhibits, shall be defined as stated below. If a term is not listed below, the definition in the Zoning Ordinance shall apply (*Chapter 106 – ZONING, Section 106-3. – Definitions*).

1. Accessory Community Center, Private – A private accessory community center as defined in the Zoning Ordinance except as provided in **Section C.2.b.** of this PD **Exhibit B**.
2. Accessory Secondary Living Unit – A living unit that complies with the requirements in **Section C.2.f.** of this PD **Exhibit B**.
3. Active Park – A park intended to support activities and equipped with improvements to promote activities, such as picnic tables, shade structures, dog parks, and playgrounds.
4. Amenity Center – An accessory use to a residential development that may consist of one or more buildings and structures and that may include, but is not limited to, meeting space and/or recreational facilities (such as a swimming pool and playground).
5. Block face – One side of a block between two streets.
6. Boulevard – A street divided by a median.
7. Code – The Code of the City of Crowley
8. Community Center – A facility that is used as a place of meeting, recreation, or social activity but not primarily to render a service that is customarily carried on as a business.
9. Community Home - A residential facility that qualifies as a community home pursuant to Chapter 123 of the Texas Human Resources Code.
10. Extended Care Facility – A facility for the temporary lodging and care of patients treated by a local hospital or medical facility. An extended care facility may also provide

temporary lodging for a patient's family members or guests.

11. Facade – Any separate face of a building that encloses or covers usable space. A roof is not a facade.
12. Farmers Market – The indoor or outdoor retail sale, by individual vendors, of farm products such as fruits, vegetables, herbs, spices, edible seeds, nuts, live plants, flowers, and honey.
13. Floor Area – An air-conditioned floor space.
14. Gas Well Drilling and Production – The development, exploration, and production of natural gas.
15. General Retail Store, Other Than Listed – A facility or area for the retail sale of general merchandise or food, but does not include uses specifically listed in this PD.
16. Group Cluster, 4 – A square or rectangular group of home consisting of four homes or lots fronting on a shared driveway off a public street and or alley.
17. Height – The vertical distance of a building measured from the average established grade at the street line or from the average natural front yard ground level, whichever is higher:
 - (1) To the highest point of the roof's surface if a flat surface;
 - (2) To the deck line of mansard roofs;
 - (3) To the mean height level between eaves and ridge for hip and gable roofs and, in any event, excluding chimneys, cooling towers, elevator bulkheads, penthouses, tanks, water towers, radio towers, ornamental cupolas, domes or spires, and parapet walls not exceeding ten feet in height; or
 - (4) If the street grade has not been officially established, the average front yard grade shall be used for a base level.
18. Land Use Category – One of the following land use categories identified on the permitted use table attached as **Exhibit B, Table B-1 Land Use Table**: (i) Residential; (ii) Public, civic, and utility; (iii) educational; (iv) amusement and entertainment; or (v) professional; (vi) commercial, retail and service; (vii) manufacturing and industrial; and (viii) accessory.
19. Library – An establishment for the loan or display of books.
20. Masonry – Stone or brick laid up unit by unit and set in mortar, or cultured stone, cast stone, stucco or natural stone panels.
21. Mews – A block type in which alley-fed, single-family lots are arranged around a common green with a walkway along the green.
22. Non-residential building or non-residential development - A building or a lot containing one or more uses that are not single family, duplex, or multi-family.

23. Non-residential use – A use that is not exclusively single family, duplex, or multi- family.
24. Open Space – A property that is at least 0.25 acres and is one of the following: a public park, a private park accessible to residents living on the Property, or an undeveloped space open to the sky and accessible by the public and located on private property, such as native mitigation areas or trails, except for development allowed in open space in this PD.
25. Parkway – means the area between a sidewalk and the back of curb.
26. Pocket Park –A park that is less than one acre in size.
27. Property – The property depicted on the attached **Exhibit C** and described by metes and bounds on the attached **Exhibit A**.
28. Radio, Television, or Microwave Tower – A structure or structures supporting antennas and/or commercial satellite antenna dishes which are transmitting or receiving any portion of the radio spectrum including wireless communication facilities but excluding noncommercial antenna installations for home use of radio or television.
29. Rear Entry Garage – A garage served by an alley or a side street abutting the rear of a lot.
30. Residential Building or Residential Development – A building or a lot with single family, duplex, or multi-family use.
31. Residential Use – A single family, duplex, or multi-family use.
32. Side-Entry Garage – A front entry garage with a garage door that is perpendicular to the street (e.g., “j-swing garage”), or a garage on a corner lot with a garage door that is parallel to a side street.
33. Single Family Attached – A building that has two or more single-family dwelling units erected in a row as a single building on adjoining lots, each unit being separated from the adjoining unit(s) by a firewall along the dividing lot line, and each such building being separated from any other building by space on all sides. Each individual single-family attached unit has individual front and rear access to the outside. Single-family attached units are typically surrounded by common areas owned and maintained by a property owners association.
34. STC – Sound Transmission Class, which is commonly accepted integer-number rating of how well a building partition attenuates airborne sound, and is used to rate interior walls, ceilings/floors, doors, windows and exterior wall configurations.
35. Stealth Towers – A communications tower that is effectively camouflaged or concealed so that it blends in with the natural surroundings or the built environment.
36. Temporary – Of limited duration; not permanent.

37. Temporary Asphalt or Concrete Batch Plant – A temporary facility or area for mixing concrete or asphalt to be used for new construction on the Property.
38. Temporary Construction Field Office – A facility or area used as a temporary field construction office.
39. Temporary Construction Storage Yard – A facility or area for the temporary outside storage of construction equipment and materials associated with an active permit to demolish or construct.
40. Temporary Outdoor Sales – An area used for the temporary outdoor sale of general merchandise or seasonal merchandise to the public.
41. Utility Lines, Towers, or Metering Station – This use is defined as set forth in the Zoning Ordinance. In addition, this use may include windmills and solar-powered panels.
42. Wireless Communications Facilities – a structure or structures supporting antennas and/or commercial satellite antenna dishes which are transmitting or receiving any portion of the radio spectrum including wireless communication facilities but excluding noncommercial antenna installations for home use of radio or television.
43. Zoning Ordinance – *Crowley City Code, Chapter 106 – ZONING*, as amended.

Required Design Elements for Non-Residential buildings

Approved Building Materials. In the context of approved building materials, a facade does not include doors, fascia, windows, chimneys, dormers, window box-outs, bay windows, soffits, eaves, and outdoor fireplaces. Multiple buildings on the same lot will each be deemed to have separate facades.

- a. A minimum of 90 percent of each exterior building facade shall consist of one or more of the following building materials (subject to further restrictions in facade area set forth in paragraphs (5) and (6) for Cementitious fiber board and EIFS):
 1. Stone, brick or tile laid up unit by unit and set in mortar;
 2. Stucco (exterior Portland cement plaster with three coats over metal lath or wire fabric lath or other methods approved by the administrative official as equal or better quality in durability);
 3. Cultured stone or cast stone;
 4. Architecturally finished block (i.e. burnished block or split faced concrete laid up unit by unit and set in mortar). Non-residential use only.
 5. Cementitious fiber board. Cementitious fiber board is permitted subject to the following conditions: the style and color of a building using this product must be approved as part of a development plan, no more than 30 percent of buildings in this PD may have a facade that is predominantly composed of this product.
 6. Exterior Insulation and Finish System (EIFS). EIFS is further limited to the following:
 - a. non-residential buildings by right; and
 - b. buildings containing single family attached if approved by the administrative official based on a finding that the proposed use of EIFS is consistent with the spirit and intent of this PD to require high quality building materials and a variety of building materials.
 - c. EIFS may be used only on that portion of a façade that is four feet or higher above grade. A maximum of 50 percent of all sides of a building visible from the street and not ultimately screened by another building or other device may consist of EIFS;
 7. LEED-certified materials;
 8. Glass; or
 9. An alternative material approved by the administrative official based on a finding by the administrative official that it is of a quality equal to or better than the materials listed above in durability.
- b. A maximum of ten percent of a facade may include accent materials not listed above, except that aluminum siding, vinyl siding, unfinished concrete block, reflective glass, and galvanized steel are prohibited. The administrative official may approve the use of reflective glass in unique circumstances in order to comply with green building techniques.
- c. A minimum of two different building materials shall be used on each building other than single family detached homes.

Roofing Design and Materials.

- a. Roofing materials for sloped roofs shall be selected from the following list:

1. Asphalt shingles;
 2. Industry approved synthetic shingles;
 3. Standing seam metal roofs;
 4. Tile roofs;
 5. Slate roofs;
 6. LEED-certified roofing materials; or
 7. An alternative material approved by the administrative official based on a finding that it is of a quality equal to or better than the materials listed above in durability.
- b. All pitched roofs of non-residential buildings shall have a minimum pitch of 4:12, and all pitched roofs of residential buildings shall have a minimum pitch of 6:12. Roofs covering porches and other architectural elements are excluded from this requirement. On residential buildings, accent features may utilize a minimum pitch of 4:12 upon approval by the administrative official. The administrative official may approve a roof that does not meet these requirements based on a finding that a different roof pitch is appropriate for the proposed architectural style.
- c. Flat roofs require parapet screening, a minimum of two feet, eight inches in height, that adheres to vertical articulation requirements for the facade.
- d. Parapets shall require cornice detailing.
- e. Each single family detached home will have a minimum of 30-year dimensional shingle, tile, or metal seam roof.

Design Features for Non-Residential Buildings. Non-residential buildings shall comply with the following requirements:

- a. Cladding materials used on a facade shall extend a minimum of 20 feet around building corners onto adjacent facades, other than facades abutting an alley.
- b. All buildings must include at least four of the following design features, and buildings that are greater than 20,000 square feet in floor area must include at least six of the following design features:
 1. Canopies, archways, covered walkways, or porticos;
 2. Awnings;
 3. Arcades;
 4. Courtyards;
 5. Cupolas;
 6. Balconies;
 7. Tower elements;

8. Recesses, projections, columns, pilasters projecting from the planes, offsets, reveals, or projecting ribs used to express architectural or structural bays;
9. Varied roof heights for pitched, peaked, sloped, or flat roof styles;
10. Articulated cornice line;
11. Arches;
12. Display windows, faux windows, or decorative glass windows;
13. Architectural details, such as tile work and molding, or accent materials integrated into the building facade;
14. Integrated planters or wing walls that incorporate landscaping and sitting areas or outdoor patios;
15. Integrated water features; or
16. Other similar architectural features approved by the administrative official.

Entries

Non-residential buildings shall comply with the following requirements:

1. All ground floor entrances shall be covered or inset.
2. Building entrances shall be articulated with architectural elements such as columns, porticos, porches, and overhangs.

Building Articulation

Schools shall comply with the following requirements: No overall building façade shall extend for a distance greater than three times the mean height of the façade without having a minimum off-set of 3 feet. This off-set shall extend for a distance equal to at least 15 feet.

Excerpt from the Karis PD regulations showing requested changes

Additions are shown underlined; deletions are shown with a ~~strike through~~

G. Building Materials

5. Design Features for Non-Residential Buildings. Non-residential buildings shall comply with the following requirements:

- a. Cladding materials used on a facade shall extend a minimum of 20 feet around building corners onto adjacent facades, other than facades abutting an alley. Public schools shall be exempt from this requirement.
- b. All buildings must include at least four of the following design features, and buildings that are greater than 20,000 square feet in floor area must include at least six of the following design features:
 1. Canopies, archways, covered walkways, or porticos;
 2. Awnings;
 3. Arcades;
 4. Courtyards;
 5. Cupolas; ...*[list continues]* ...

9. Building Articulation. Non-residential (except for Public Schools) buildings shall comply with the following articulation requirements:

- c. All facades adjacent to and facing a street or public open space shall comply with the following standards, as illustrated on **Exhibit F**:
 1. No building facade shall extend for a distance greater than three times the mean height of the facade without having an off-set of 15 percent or more of the mean height of the facade. This off-set shall extend for a distance equal to at least 25 percent of the length of the adjacent plane described in the preceding sentence.
 2. No portion of a horizontal facade that is the same height shall extend for a distance greater than three times that height without changing height by a minimum of 15 percent. This height change shall continue for a distance equal to at least 25 percent of the length of the adjacent plane described in the preceding sentence.
- d. Facades adjacent to and facing a street or public open space shall include material changes or changes in relief such as columns, cornices, bases, fenestration, and fluted masonry.
- e. The top floor of any building shall contain a distinctive finish, consisting of a cornice, banding, or other architectural termination. In addition, the bottom one- third of any building exceeding six stories shall be distinguished from the remainder of the building by providing a distinctive level of detail, such as columns, pilasters, masonry base rustication, unique masonry detailing, unique fenestration, or other distinctive material or color variation.
- f. ~~Schools shall comply with the following requirements: No overall building façade shall extend for a distance greater than three times the mean height of the façade without having a minimum off-set of 3 feet. This off-set shall extend for a distance equal to at least 15 feet.~~



CITY OF CROWLEY
Code Amendment Application
Community Development Department

Case # _____
(to be assigned by City Staff)

Application Requirements: The applicant is required to submit sufficient information that describes and justifies the proposal. See the appropriate check list and fee schedule for minimum requirements. Please see the current fee schedule for the application fee. The application fee is non-refundable.

Incomplete applications will not be processed.

Section 1. Property Information

If you are requesting this code amendment for a specific project or property (e.g. planned development district), then please complete Section 1. Otherwise, you may skip to Section 2.

Project Name: Crowley Montessori Academy
Project Address: 1101 Bolden Ave, Crowley, TX 76036
Legal Description: Karis Addition, Phase 1C, Lot 1, Block 21 Gross Acreage: 28.778
Project Description: New Elementary School No. of Lots: 1

Section 2. Applicant & Owner Information

Applicant Name: Julio Leal Company: VLK Architects
Applicant Address: 1320 Hemphill St. Suite 400 City: Fort Worth State: Texas
ZIP Code: 76104 Telephone No: 817-633-9658 Email: _____

Application Status (check one) ☐ Owner ☒ Representative ☐ Tenant ☐ Prospective Buyer

(If applicant is not property owner, please provide property owner information below)

Property Owner: Howard Porteus - CH TNC Karis Owner LLC
Applicant Address: 835 East Lamar Blvd. Suite 175 City: Arlington State: Texas
ZIP Code: 76011 Telephone No: _____ Email: _____

Section 3. Information Required for Code Amendment Requests

Section(s) of code you are requesting to change: Ordinance No. 06-2018-332 - Section G

Proposed change (attach additional pages as needed): _____

Proposed exemption for schools to require cladding materials used on a facade shall extend a minimum of 20 feet around building corners onto adjacent facades.

Proposed exemption for schools to require No overall building facade shall extend for a distance greater than three times the mean height of the facade without having a minimum off-set of 3 feet. This off-set shall extend for distance equal to at least 15 feet.

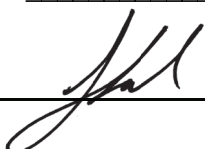

Code Amendment Application (cont.)

Reason for requested change (attach additional pages as needed): _____

The reason for the proposed amendments is the school district has a health, safety, welfare and fiduciary responsibility to the public and complying to all the developer aesthetic requirements would cause an undue burden by creating a hardship from a maintenance, cost and safety standpoint.

Continuation of the material around a corner is provided in over 90% of the corners on this campus. It would impact the flashing transition at rise wall conditions at the roof causing potential moisture infiltration. Areas above storefronts transition at inside corners meeting the intent of the development standard.

Requiring a 3-foot offset for 15 feet for any wall longer than 3 times its mean height, would not align with the program of spaces for classroom wings, gymnasium, cafetorium and corridors for a school. This offset would increase the building footprint and total square footage, decreasing the floor plan efficiency. Eliminating additional corners creating possible hiding areas around the building resulting in unsupervised areas addresses safety concerns for the elementary students.

SIGNATURE OF APPLICANT (SIGN AND PRINT OR TYPE YOUR NAME)	
PRINTED NAME: <u>Julio Leal</u>	
SIGNATURE: <u></u> DATE: <u>03/02/2023</u>	
SIGNATURE OF PROPERTY OWNER IF NOT APPLICANT:	
PRINTED NAME: <u>Howard Porters</u>	
SIGNATURE: <u></u> DATE: <u>3/2/23</u>	
(Letter of authorization required if signature is other than property owner)	
**The property owner must sign the application or submit a notarized letter of authorization.	
For Office Use Only	
MyGov Project # _____	
Date Submitted: _____	
Total Fee: \$ _____	
Date of Payment: _____	
Accepted By: _____	

Crowley Montessori Academy

Crowley ISD
Crowley, Texas



PACKAGE TWO BUILDING PACKAGE



ARCHITECT
VLK Architects, Inc.
1200 Memphis St. Suite 400
Fort Worth, Texas 76104
Main Phone: 817.633.1800
www.vlkarchitects.com

CIVIL ENGINEER
Teague, Nall, & Perkins, Inc.
8227 North Rowles Drive, Suite 100
Fort Worth, Texas 76137
Main Phone: 817.336.5773
www.tnper.com

LANDSCAPE / IRRIGATION
Landprint, LLC
9524 Ferguson Road, # 570705
Dallas, Texas 75228
Main Phone: 972.739.8518
www.landprint.co

STRUCTURAL ENGINEER
L.A. Fuess Partners, Inc.
2333 Lee Parkway, Suite 300
Dallas, Texas 75219
Main Phone: 214.871.7010
www.lafp.com

M.E.P.T. ENGINEER
Salas O'Brien
100 Dexter Drive, Suite 200
Irving, Texas 75062
Main Phone: 972.812.1270
www.salasobrien.com

FOOD SERVICE
Foodservice Design
Professionals
2655 Villa Creek Drive, Suite 233
Dallas, Texas 75234
Main Phone: 972.245.5300
www.foodservicedesignprofessionals.com

CONSTRUCTION MANAGER
Steele & Freeman, Inc.
1301 Lawson Road
Fort Worth, Texas 76131
Main Phone: 817.232.4742
www.steelstefreeman.com



ISSUED: October 20, 2022

REVISIONS
Revision No. Revision Date

Director
LVB
Designer
ET
Proj. Arch.
JCL

Drawn By
VLK
Quality Control
ET

PROJECT NO.

22-001.00

SHEET TITLE

COVER

SHEET NO.

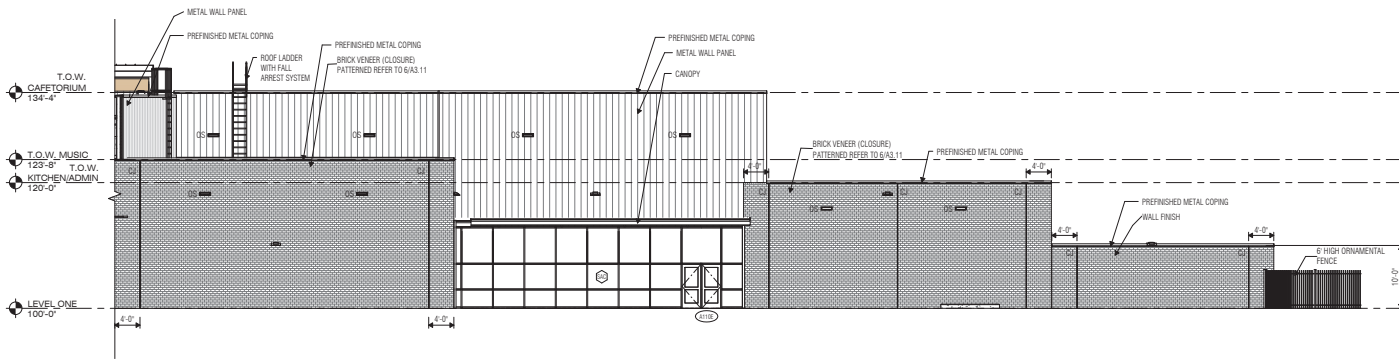
COVER

COPYRIGHT © 2022 VLK ARCHITECTS

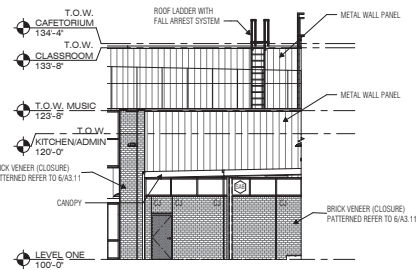
Crowley ISD
Crowley, Texas

PACKAGE TWO

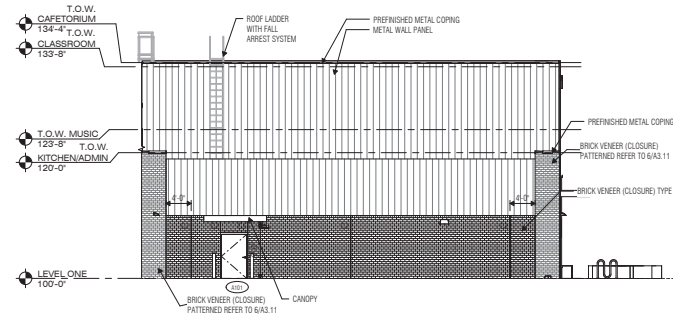
Crowley Montessori Academy



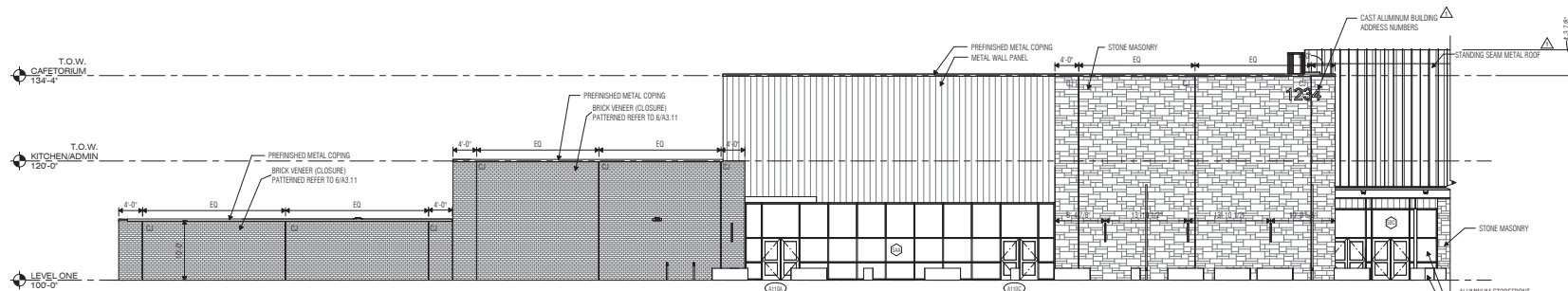
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SCALE: 1/8" = 1'-0"



4 EXTERIOR ELEVATION - UNIT A
SCALE: 1/8" = 1'-0"



2 EXTERIOR ELEVATION - UNIT A
SCALE: 1/8" = 1'-0"



3 EXTERIOR ELEVATION - UNIT A
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATION NOTES

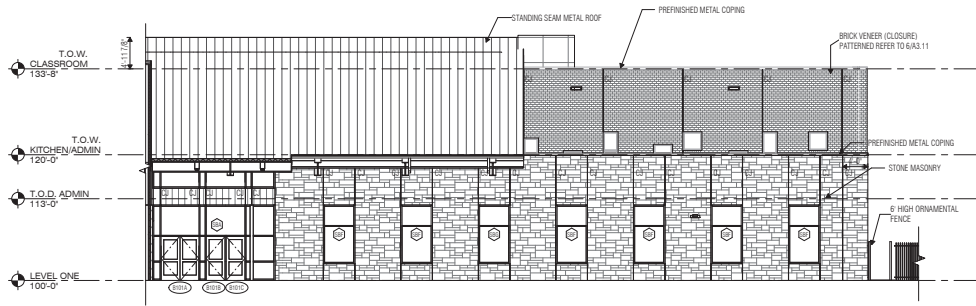
1. Refer to Sheet A3.11 for Typical Control Joint and Building Expansion Joint Details.
2. Based on the applicable design criteria, submit the proposed pattern of control joints in masonry veneer, CMU and stucco/cement plaster to the Architect for review and approval prior to construction.
3. Verify mounting heights of all Electrical and Mechanical items on the exterior of the building prior to construction, whether specifically indicated on the Exterior Elevations or not.
4. Install cast stone in accordance with the recommendations of the Cast Stone Institute, unless specifically noted or detailed otherwise.
5. Refer to Sheet A3.11 for Loose Lintel Details. Refer to Structural Drawings for maximum span and bearing requirements.
6. Terminate recessed and projected masonry veneer courses at 4" from intersecting window frames, door frames, sloping roofs, etc., unless noted otherwise.

EXTERIOR ELEVATION LEGEND

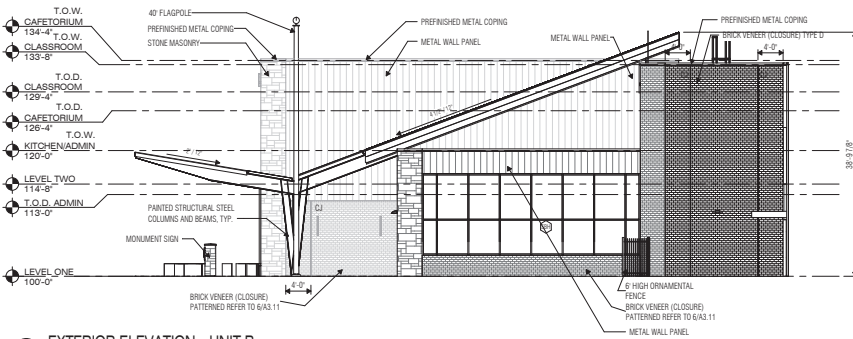
- A BRICK VENEER, TYPE 'A'
- B BRICK VENEER, TYPE 'B'
- OSC DOWNSPOUT
- OSC DOWNSPOUT W/ SCUPPER & CONDUCTOR HEAD REF: 10/A3.31
- OSC OVERFLOW SCUPPER, REF: 7/A3.31
- CJ CONTROL JOINT, REF: A6.31 & A3.31
- EJ EXPANSION JOINT, REF: 12/A3.31
- SSX ALUMINUM STOREFRONT, REF: SHEET A7.21, A7.22, A7.23

Revision No.	Revision Date
1 Addendum No. 1	11/04/2022
2 Addendum No. 2	11/11/2022

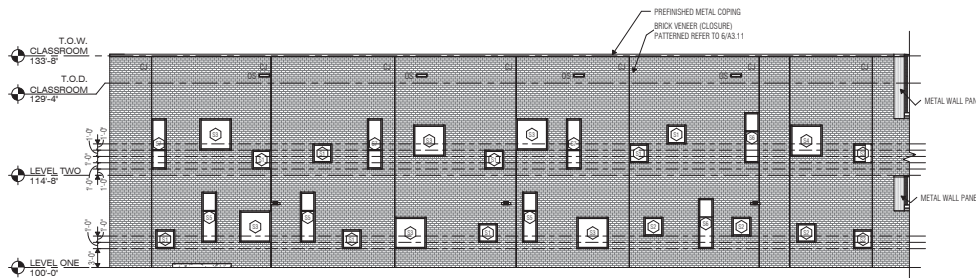
Director LVB	Drawn By VLK
Designer ET	Quality Control VLK
Proj. Arch. JCL	



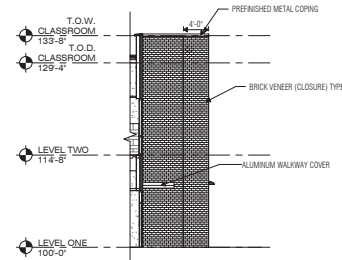
1 EXTERIOR ELEVATION - UNIT B
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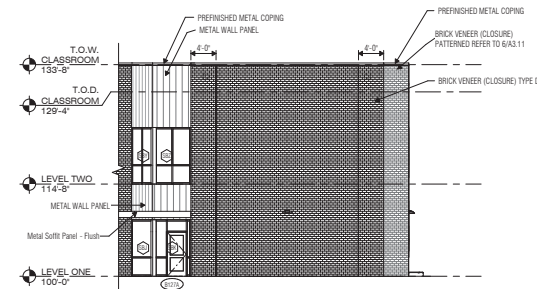
2 EXTERIOR ELEVATION - UNIT B
SCALE: 1/8" = 1'-0"



5 EXTERIOR ELEVATION - UNIT B
SCALE: 1/8" = 1'-0"



3 EXTERIOR ELEVATION - UNIT B
SCALE: 1/8" = 1'-0"



4 EXTERIOR ELEVATION - UNIT B
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATION NOTES

1. Refer to Sheet A3.11 for Typical Control Joint and Building Expansion Joint Details.
2. Based on the applicable design criteria, submit the proposed pattern of control joints in masonry veneer, CMU and stucco/cement plaster to the Architect for review and approval prior to construction.
3. Verify mounting heights of all Electrical and Mechanical items on the exterior of the building prior to construction, whether specifically indicated on the Exterior Elevations or not.
4. Install cast stone in accordance with the recommendations of the Cast Stone Institute, unless specifically noted or detailed otherwise.
5. Refer to Sheet A3.11 for Loose Unit Details. Refer to Structural Drawings for maximum span and bearing requirements.
6. Terminate recessed and projected masonry veneer courses at 4" from intersecting window frames, door frames, sloping roofs, etc., unless noted otherwise.

EXTERIOR ELEVATION LEGEND

- A BRICK VENEER, TYPE 'A'
B BRICK VENEER, TYPE 'B'
DS DOWNSPOUT
DSC DOWNSPOUT W/ SCUPPER & CONDUCTOR HEAD
REF: 10/A3.31
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EJ EXPANSION JOINT, REF: 12/A3.31
SX ALUMINUM STOREFRONT, REF: SHEET A7.21, A7.22, A7.23



ARCHITECT

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Fort Worth, Texas 76104
Main Phone: 817.633.1600
www.vlkarchitects.com

Crowley ISD
Crowley, Texas



ISSUED: October 20, 2022

REVISIONS

Revision No.	Revision Date
1 Addendum No. 1	11/04/2022
2 Addendum No. 2	11/11/2022

Director
LVB
Designer
ET
Proj. Arch.
JCL

Drawn By
VLK
Quality Control
VLK

PROJECT NO.

22-001.00

SHEET TITLE

EXTERIOR ELEVATIONS

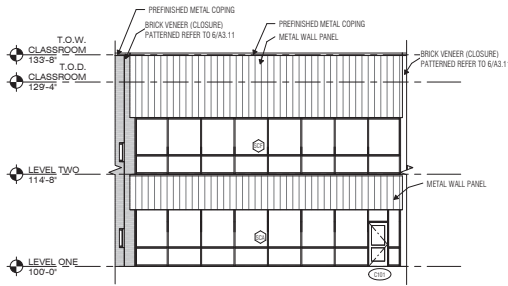
SHEET NO.

A3.02

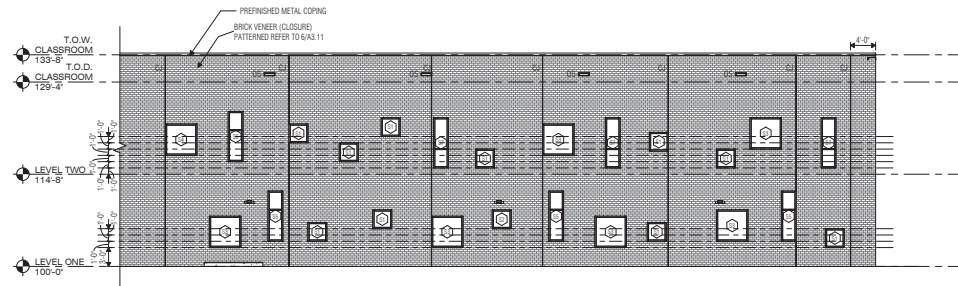
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PACKAGE TWO

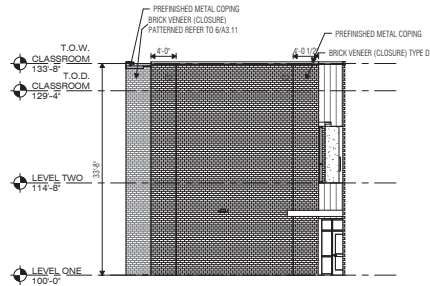
Crowley Montessori Academy



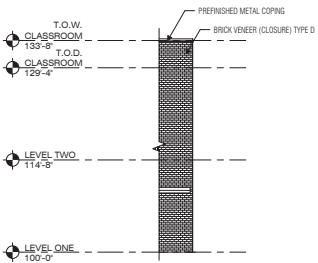
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SCALE: 1/8" = 1'-0"



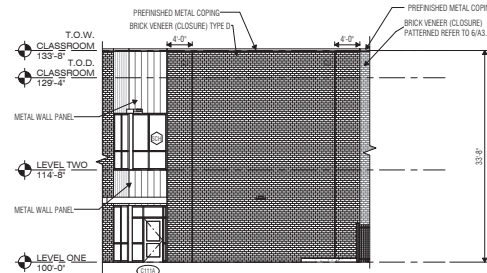
2 EXTERIOR ELEVATION - UNIT C
SCALE: 1/8" = 1'-0"



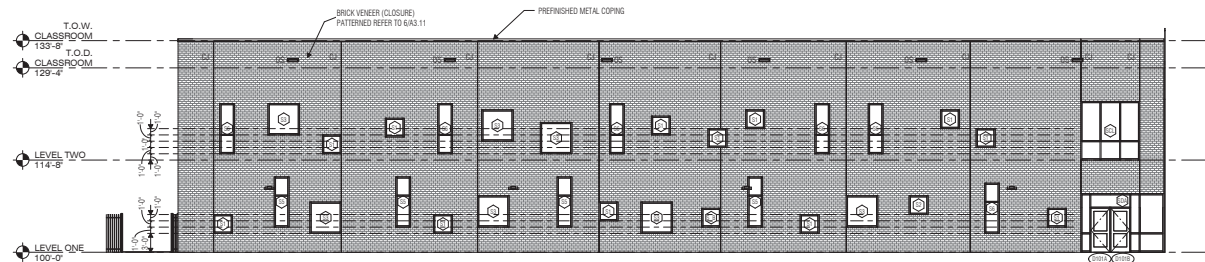
3 EXTERIOR ELEVATION - UNIT C
SCALE: 1/8" = 1'-0"



4 EXTERIOR ELEVATION - UNIT C
SCALE: 1/8" = 1'-0"



5 EXTERIOR ELEVATION - UNIT C
SCALE: 1/8" = 1'-0"



6 EXTERIOR ELEVATION - UNIT C
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATION NOTES

1. Refer to Sheet A3.11 for Typical Control Joint and Building Expansion Joint Details.
2. Based on the applicable design criteria, submit the proposed pattern of control joints in masonry veneer, CMU and stucco/cement plaster to the Architect for review and approval prior to construction.
3. Verify mounting heights of all Electrical and Mechanical items on the exterior of the building prior to construction, whether specifically indicated on the Exterior Elevations or not.
4. Install cast stone in accordance with the recommendations of the Cast Stone Institute, unless specifically noted or detailed otherwise.
5. Refer to Sheet A3.11 for Loose Unit Details. Refer to Structural Drawings for maximum span and bearing requirements.
6. Terminate recessed and projected masonry veneer courses at 4" from intersecting window frames, door frames, sloping roofs, etc., unless noted otherwise.

EXTERIOR ELEVATION LEGEND

- A BRICK VENEER, TYPE A
- B BRICK VENEER, TYPE B
- DS DOWNSPOUT
- OSC DOWNSPOUT W/ SCUPPER & CONDUCTOR HEAD
REF: 10/A3.31
- OS OVERFLOW SCUPPER, REF: 7/A3.31
- CJ CONTROL JOINT, REF: A6.31 & A3.31
- EJ EXPANSION JOINT, REF: 12/A3.31
- SA ALUMINUM STOREFRONT, REF: SHEET A7.21,
A7.22, A7.23



ARCHITECT

VLK Architects, Inc.
1320 Hemphill St. Suite 400
Fort Worth, Texas 76104
Main Phone: 817.633.1600
www.vlkarchitects.com

Crowley ISD
Crowley, Texas



ISSUED: October 20, 2022

REVISIONS

Revision No.	Revision Date
1 Addendum No. 1	11/04/2022
2 Addendum No. 2	11/11/2022

Director LVB	Drawn By VLK
Designer ET	Quality Control VLK
Proj. Arch. JCL	

PROJECT NO.

22-001.00

SHEET TITLE

EXTERIOR ELEVATIONS

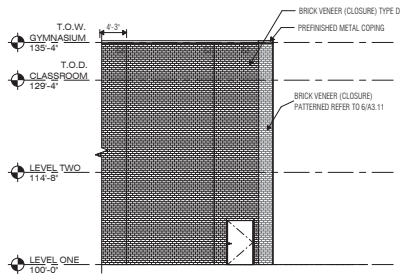
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A3.03

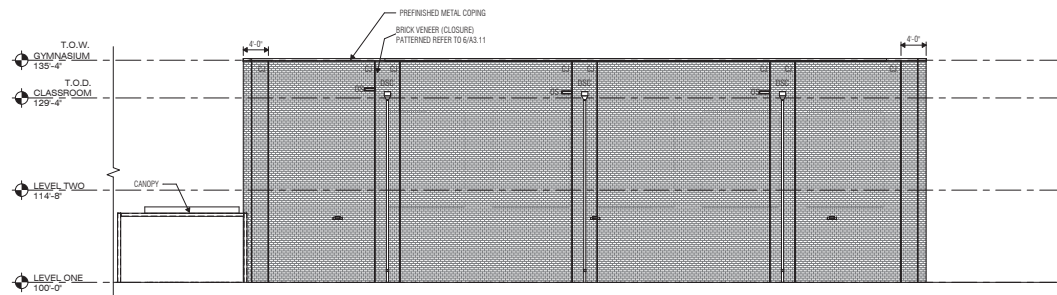
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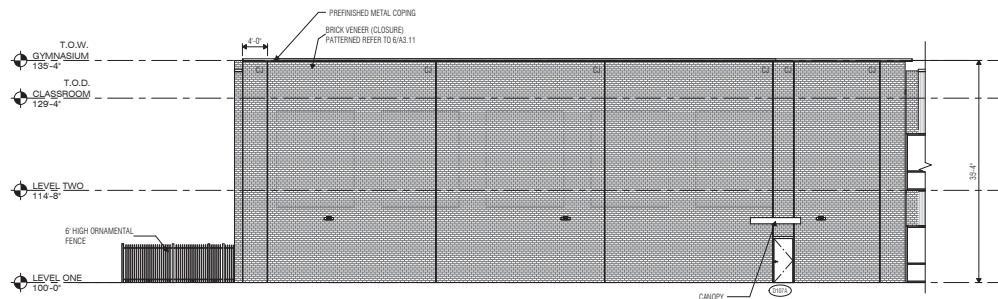
Crowley Montessori Academy



1 EXTERIOR ELEVATION - UNIT D
SCALE: 1/8" = 1'-0"



2 EXTERIOR ELEVATION - UNIT D
SCALE: 1/8" = 1'-0"



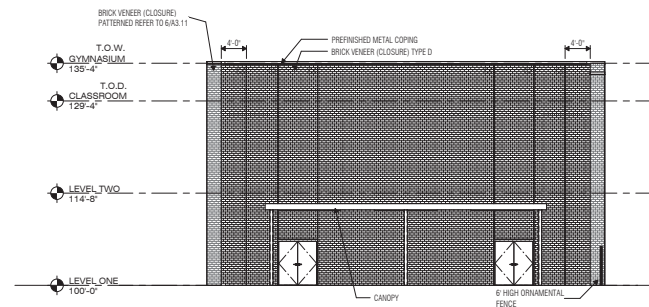
4 EXTERIOR ELEVATION - UNIT D
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATION NOTES

1. Refer to Sheet A3.11 for Typical Control Joint and Building Expansion Joint Details.
2. Based on the applicable design criteria, submit the proposed pattern of control joints in masonry veneer, CMU and stone/brick veneer to the Architect for review and approval prior to construction.
3. Verify mounting heights of all Electrical and Mechanical items on the exterior of the building prior to construction, whether specifically indicated on the Exterior Elevations or not.
4. Install cast stone in accordance with the recommendations of the Cast Stone Institute, unless specifically noted or detailed otherwise.
5. Refer to Sheet A3.11 for Loose Unit Details. Refer to Structural Drawings for maximum spans and bearing requirements.
6. Terminate recessed and projected masonry veneer courses at 4" from intersecting window frames, door frames, sloping roofs, etc., unless noted otherwise.

EXTERIOR ELEVATION LEGEND

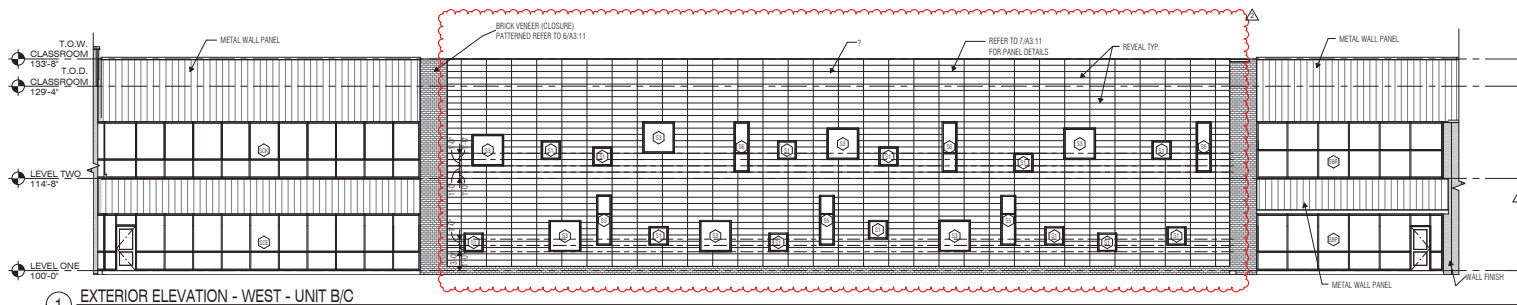
A BRICK VENEER, TYPE A
B BRICK VENEER, TYPE B
DS DOWNSPOUT
DSC DOWNSPOUT W/ SCUPPER & CONDUCTOR HEAD
REF: 10/AS.31
OS OVERFLOW SCUPPER, REF. 7/AS.31
CJ CONTROL JOINT, REF. A6.31 & A3.31
EJ EXPANSION JOINT, REF. 10/AS.31
AS ALUMINUM STOREFRONT, REF. SHEET A7.21, A7.22, A7.23



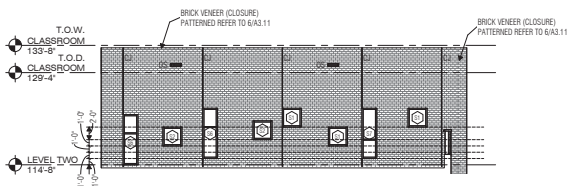
3 EXTERIOR ELEVATION - UNIT D
SCALE: 1/8" = 1'-0"

Revision No.	Revision Date
1 Addendum No. 1	11/04/2022
2 Addendum No. 2	11/11/2022

Director LVB	Drawn By VLK
Designer ET	Quality Control VLK
Proj. Arch. JCL	



1 EXTERIOR ELEVATION - WEST - UNIT B/C
SCALE: 1/8" = 1'-0"



2 EXTERIOR ELEVATION - ART
SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATION NOTES

1. Refer to Sheet A3.11 for Typical Control Joint and Building Expansion Joint Details.
2. Based on the applicable design criteria, submit the proposed pattern of control joints in masonry veneer, CMU and stucco/cement plaster to the Architect for review and approval prior to construction.
3. Verify mounting heights of all Electrical and Mechanical items on the exterior of the building prior to construction, whether specifically indicated on the Exterior Elevations or not.
4. Install cast stone in accordance with the recommendations of the Cast Stone Institute, unless specifically noted or detailed otherwise.
5. Refer to Sheet A3.11 for Loose Lintel Details. Refer to Structural Drawings for maximum spans and bearing requirements.
6. Terminate recessed and projected masonry veneer courses at 4" from intersecting window frames, door frames, sloping roofs, etc., unless noted otherwise.

EXTERIOR ELEVATION LEGEND

- A BRICK VENEER, TYPE 'A'
B BRICK VENEER, TYPE 'B'
DS DOWNSPOUT
DSC DOWNSPOUT W/ SCUPPER & CONDUCTOR HEAD
REF. 10/A5.31
OS OVERFLOW SCUPPER, REF. 7/A5.31
CJ CONTROL JOINT, REF. A6.31 & A3.31
EJ EXPANSION JOINT, REF. 10/A5.31
AL ALUMINUM STOREFRONT, REF. SHEET A7.21, A7.22, A7.23



ARCHITECT

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Crowley ISD
Crowley, Texas



ISSUED: October 20, 2022

REVISIONS

Revision No.	Revision Date
1 Addendum No. 1	11/04/2022
2 Addendum No. 2	11/11/2022

Director LVB	Drawn By VLK
Designer ET	Quality Control VLK
Proj. Arch. JCL	

PROJECT NO.

22-001.00

SHEET TITLE

EXTERIOR ELEVATIONS

SHEET NO.

A3.05

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PACKAGE TWO

Crowley Montessori Academy



Crowley City Council

AGENDA REPORT

Meeting Date: April 6, 2023

Agenda Item: VII-1

Staff Contact: Carol C. Konhauser
City Secretary
E-mail: ckonhauser@ci.crowley.tx.us
Phone: 817-297-2201-X 4000

SUBJECT: Discuss and approve the first reading of Resolution R04-2023-383, a resolution of the City Council of the City of Crowley, Texas authorizing the Crowley Economic Development Corporation's to expend funds for Project No 2023-09, Bicentennial Park and Teeter Park, to promote, develop and expand business enterprises and to develop and maintain recreational or community facilities; providing for two separate readings in compliance with Section 505.158, Texas Local Government Code; and providing an effective date.

BACKGROUND/DISCUSSION

Before the EDC can spend funds in excess of \$10,000, the governing body must have two readings of a resolution authorizing the project.

FINANCIAL IMPACT

None

RECOMMENDATION

Staff recommends approving the 1st reading of Resolution R04-2023-383 authorizing expenditures on EDC project 2023-09.

ATTACHMENTS

- Resolution R04-2023-383

RESOLUTION NO. R04-2023-383

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS AUTHORIZING THE CROWLEY ECONOMIC DEVELOPMENT CORPORATION TO EXPEND FUNDS FOR PROJECT NO 2023-09 FOR BICENTENNIAL PARK AND TEETER PARK, TO PROMOTE, DEVELOP AND EXPAND BUSINESS ENTERPRISES AND TO DEVELOP AND MAINTAIN RECREATIONAL OR COMMUNITY FACILITIES IN CROWLEY; PROVIDING FOR TWO SEPARATE READINGS IN COMPLIANCE WITH SECTION 505.158, TEXAS LOCAL GOVERNMENT CODE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Crowley (the “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, the Crowley Economic Development Corporation (CEDC) is a Type B Economic Development Corporation; and

WHEREAS, Section 505.158, Texas Local Government Code, provides that a Type B corporation in a city with a population of 20,000 or less may make an expenditure to promote new or expanded business development, provided that if such project requires an expenditure of more than \$10,000, the City Council must adopt a resolution authorizing the project after giving the Resolution at least two separate readings; and

WHEREAS, the CEDC Board has held a public hearing, and found that the proposed expenditure for the Bicentennial Park and Teeter Park Project (the “Project”), will promote new or expanded business development in the City of Crowley; and

WHEREAS, the CEDC has found and determined that the Project will promote new or expanded business enterprises in the City of Crowley; and

WHEREAS, the City Council considered this Resolution on first reading on April 6, 2023 and on second reading on April 20, 2023; and

WHEREAS, the City Council desires to authorize the proposed expenditure by the CEDC as requested.

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

SECTION 1.

The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.

SECTION 2.

The City Council hereby authorizes the Project and authorizes the CEDC's expenditure for the Bicentennial Park and Teeter Park Project to promote, develop and expand business in Crowley, as requested.

SECTION 3.

This Resolution is read and adopted at meetings that were open to the public and notice of the time, place and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 4.

This Resolution shall take effect after its second reading and adoption.

READ AND APPROVED ON FIRST READING this _____ day of _____, 2023.

READ AND ADOPTED ON SECOND READING this _____ day of _____, 2023.

CITY OF CROWLEY, TEXAS

Billy P. Davis, Mayor

ATTEST:

Carol Konhauser, City Secretary



Crowley City Council

AGENDA REPORT

Meeting Date: April 06, 2023

Agenda Item: VII-2

Staff Contact: Mike Rocamontes
Public Works Director

E-mail: mrocamontes@ci.crowley.tx.us

Phone: 817-297-2201-X 3290

SUBJECT: Discuss and consider entering into an Inter-Local Agreement with the City of Hurst to receive their contracted pricing for the HA-5 street sealant product to be applied by Andale Construction in June of 2023.

BACKGROUND/DISCUSSION

The Crowley Public Works Department will be working with Andale Construction to have the HA-5 street sealant applied to several streets in Crowley. This was a budget request for FY 2022-23, and was approved by council. The funds needed for this project will come from the 2021 Bond. To receive the current pricing before rates go up, we need to enter into an Inter-Local Agreement with the City of Hurst to “piggy back” on their contract.

FINANCIAL IMPACT

No financial impact for entering into this agreement.

RECOMMENDATION

Staff recommends executing the ILA with the City of Hurst.

Sample Motion: Motion to approve the City Manager or his designee to execute the ILA between the City of Crowley and the City of Hurst for the current HA-5/Andale Construction pricing.

ATTACHMENTS

- Inter-Local Agreement

INTERLOCAL AGREEMENT

This Interlocal Agreement ("Agreement") is made and entered into, by and between the CITY OF HURST, Texas (hereinafter called "CITY OF HURST"), and the CITY OF CROWLEY, Texas (hereinafter called "CITY OF CROWLEY"), each acting by and through its duly authorized officials:

WHEREAS, CITY OF HURST and CITY OF CROWLEY are both governmental entities engaged in the purchase of goods and services, which is a recognized governmental function;

WHEREAS, CITY OF HURST and CITY OF CROWLEY wish to enter into this Agreement pursuant to Chapter 791 of the Texas Government Code (hereinafter "Interlocal Cooperation Act") to set forth the terms and conditions upon which CITY OF HURST and CITY OF CROWLEY may purchase various goods and services commonly utilized by each party;

WHEREAS, participation in an interlocal agreement will be highly beneficial to the taxpayers of CITY OF HURST and CITY OF CROWLEY through the anticipated savings to be realized and is of mutual concern to the contracting parties;

WHEREAS, CITY OF HURST and CITY OF CROWLEY have current funds available to satisfy any fees owed pursuant to this Agreement.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises, covenants and obligations as set forth herein; CITY OF HURST and CITY OF CROWLEY agree as follows:

1. The purpose of this Agreement is to provide CITY OF HURST and CITY OF CROWLEY with additional purchasing options by satisfying the provisions of Section 271.102 of the Local Government Code. CITY OF HURST and CITY OF CROWLEY may cooperate in the purchase of various goods and services commonly utilized by the participants, where available and applicable, and may purchase goods and services from vendors under present and future contracts.

CITY OF HURST and CITY OF CROWLEY agree that each of the parties shall respectively designate a person to act under the direction of, and on behalf of, the designating party (the "Designated Representative"). At the request of the other party, a party that enters into a contract with a vendor for goods or services (the "First Purchasing Party") shall attempt to obtain the vendor's agreement to offer those goods and services to the other party (the "Second Purchasing Party") for the same price and on the same terms and conditions as have been offered to the First Purchasing Party. If the vendor so agrees, and if the Second Purchasing Party is agreeable to such terms and conditions, the Second Purchasing Party may enter into its own separate contract with the vendor for the purchase of such goods or services.

Unless otherwise agreed between the Designated Representatives, payments for a purchase made by the Second Purchasing Party shall be paid directly to the vendor and not to the First Purchasing Party. The Second Purchasing Party shall have the responsibility of determining whether the vendor has complied with any provisions in its contract with the vendor, including but not limited to those relating to the quality of items and terms of delivery, and shall be responsible for enforcement of its contract against the vendor, including all cost of enforcement. This Agreement will be subject to all applicable federal, state and local laws, ordinances, rules and regulations.

2. CITY OF HURST and CITY OF CROWLEY shall each be individually responsible for payments directly to the vendor and for the vendor's compliance with all conditions of delivery and quality of purchased items under such contracts. CITY OF HURST and CITY OF CROWLEY shall each make their respective payments from current revenues available to the paying party.

3. Notwithstanding anything herein to the contrary, participation in this Agreement may be terminated by any party upon thirty (30) days written notice to the other participating party(ies).

4. The undersigned officer and/or agents of the party(ies) hereto are duly authorized officials and possess the requisite authority to execute this Agreement on behalf of the parties hereto.

5. This Agreement may be executed separately by the participating entities, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

6. This Agreement shall become effective on the day and year first written above (the "Effective Date"). The primary term of this Agreement shall be for one (1) year, commencing on the Effective Date, and shall thereafter automatically renew for successive one-year terms, unless terminated according to the terms set forth in Paragraph 3.

7. To the extent allowed by law, each party agrees to release, defend, indemnify, and hold harmless the other (and its officers, agents, and employees) from and against all claims or causes of action for injuries (including death), property damages (including loss of use), and any other losses, demands, suits, judgments and costs, including reasonable attorneys' fees and expenses, in any way arising out of, related to, or resulting from its performance under this agreement, or caused by its negligent acts or omissions (or those of its respective officers, agents, employees, or any other third parties for whom it is legally responsible) in connection with performing this agreement.

8 The laws of the State of Texas shall govern the interpretation, validity, performance and enforcement of this Agreement.

9. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held by a court of competent jurisdiction to be contrary to law or contrary to any rule or regulation having the force and effect of the law, the remaining portions of the Agreement shall be enforced as if the invalid provision had never been included.

10. This Agreement embodies the entire agreement between the parties and may only be modified in writing executed by both parties.

11. This Agreement shall be binding upon the parties hereto, their successors, heirs, personal representatives and assigns. Neither party will assign or transfer an interest in this Agreement without the written consent of the other party.

12. It is expressly understood and agreed that, in the execution of this Agreement, neither party waives, nor shall be deemed hereby to have waived any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the parties do not create any obligations, express or implied other than those set forth herein, and this Agreement shall not create any rights in parties not signatories hereto.

13. The declarations, determinations and findings declared, made and found in the preamble to this Agreement are hereby adopted, restated and made part of the operative provisions hereof.

EXECUTED hereto on the day and year first above written.

CITY OF HURST

CITY OF CROWLEY

By: Clay Caruthers,
City Manager

By: ROBERT LOFTIN,
City Manager

STATE OF TEXAS §

COUNTY OF TARRANT §

This instrument was acknowledged before me on the ____ day of _____, 2023, by Clay Caruthers, City Manager of the **CITY OF HURST, TEXAS**, a home-rule municipal corporation, on behalf of such corporation.

Notary Public in and for the
State of Texas

STATE OF TEXAS §

COUNTY OF TARRANT §

This instrument was acknowledged before me on the ____ day of _____, 2023, by ROBERT LOFTIN, City Manager of the **CITY OF CROWLEY, TEXAS**, a home-rule municipal corporation, on behalf of such corporation.

Notary Public in and for the
State of Texas



Crowley City Council

AGENDA REPORT

Meeting Date: April 6, 2023

Agenda Item: VII-3

Staff Carol Konhauser

Contact: City Secretary

E-mail: ckonhauser@ci.crowley.tx.us

Phone: 817-297-2201 ext. 4000

SUBJECT: Discuss and consider Special Event Permit Application for Crowley Youth Association Parade to be held on April 15, 2023.

BACKGROUND/DISCUSSION

Mr Mark Macchi has submitted a special Event Permit Application to hold the annual Crowley Youth Association Parade to be held on April 15, 2023.

The parade route will begin at Race Elementary and travel westward on Main St to the CYA fields.

FINANCIAL IMPACT

None.

RECOMMENDATION

Recommend approval of the Special Event Permit.

ATTACHMENTS

- Special Event Application
- Parade Route (Map)
- Certificate of Liability Insurance



Special Events Permit Application

City Secretary's Office
201 E Main Street
Crowley TX 76036
(817) 297-2201 ext 4000

Permit applications shall be filed with the city secretary or designee for consideration on a first come first serve basis **not less than 21 days or more than 365 days before the date of the proposed use or activity. In the event of a street closure, applications must be submitted not less than 45 days in advance. Due to the state department of transportation requirements, closure of any state highway for more than six (6) hours will require 90 days' advance notice to the city.** The application will either be approved, approved with conditions, denied, or more information will be requested within five business days of submission to the city secretary. Due to the nature of some events, additional information may be requested. A deposit will be required for certain types of events. The deposits shall be set forth in the city fee schedule listed as Appendix A to the City of Crowley Code of Ordinances.

All applicants will be charged facility rental fees as appropriate and are expected to fully reimburse the City for all services related to event production which may include, but are not limited to, Police, Fire/EMS, Park and Facility Maintenance, Field Services, Sanitation, Street Engineering, Site Supervisors, Environmental, and all necessary permit fees including: Beer and Wine, Tent, Fireworks, Carnival, Sign, etc. Applicants are responsible for returning City facilities and parks their original condition. Daily fees will be assessed until all event equipment is removed from City premises. Full payment is due upon receipt of final invoice.

Section 1 – Applicant Information			
Name of Applicant (must be on site during the event)		Today's Date	
Address	City	State	Zip
Phone Number	Cell Phone Number		
Email			
Section 2 – Sponsoring Organization Information			
Corporation/Organization Name of D.B.A.	Type of Organization For Profit Non-Profit Other:		
Name of Contact	Email:		
Address	City	State	Zip
Phone Number	Cell Phone Number		

Section 2 – Event Information									
Name of Event							Anticipated Daily Attendance		
Location of Event/physical address									
Property Owner					Owner Phone				
Owner Email:					Has the property owner given authorization to use property? Yes No				
Detailed Description of Event									
	Date	Time	Day of Week						
Setup			M	T	W	Th	F	Sat	Sun
Event Start			M	T	W	Th	F	Sat	Sun
Event End			M	T	W	Th	F	Sat	Sun
Teardown			M	T	W	Th	F	Sat	Sun
Additional Information:									

Section 3 – Event Features			
Will there be an admission charge?	Yes	No	If yes, list all price categories below.
Will there be entertainment? <i>A complete list of entertainment will be required before final approval. Once approved, no changes may be made unless authorized.</i>	Yes	No	If yes, please attach a complete list of entertainment.
Will sound amplification be used at the event? Sound amplification:	Yes	No	If yes, explain below
Will merchandise and/or food items be sold? <i>Booths will need to be inspected and have proper food handling permits</i>	Yes	No	If yes, please attach a complete list of vendors.
Have you hired a licensed professional emergency medical service provider to manage your event's medical plan? If yes please list below. <i>(Fee may be charged for Emergency Service personnel)</i>	Yes	No	
Medical Service Provider	Phone		
Will the event include any of the following? (Indicate on site plan and/or vendor list)			
Tents or Canopies <i>Tents require temporary use permits issued by the city upon Fire Department review (additional fees may be applicable). Temporary tents must adhere to the International Fire Code</i>	Yes	No	Complete Tent Worksheet and attach with site plan
Inflatables <i>If inflatable exceeds 400 sq ft, additional permit is required</i>	Yes	No	Total Sq Ft:
Company	Contact name and phone		
Fireworks/Pyrotechnics <i>Fireworks/Pyrotechnics require permits from the City Fire Department (additional fees may be applicable)</i>	Yes	No	
Temporary Fencing <i>Provide accurate dimensions of fenced area on site plan. Temporary fencing requires temporary use permits issued by the city (additional fees may be applicable).</i>	Yes	No	
Temporary restrooms or refuse collection provided? <i>(All trash and debris must be removed)</i>	Yes	No	
Company	Contact name and phone		
Carnival/Amusement Rides <i>A separate Special Use Permit may be required. (additional fees may be applicable)</i>	Yes	No	
Company	Contact name and phone		
Signs / Banners <i>A separate Sign Permit may be required. (additional fees may be applicable)</i>	Yes	No	
Company	Contact name and phone		
Will animals be used in conjunction with event?	Yes	No	If yes, describe below.
Description:			
Is this a run, walk or parade? If yes, attach a map identifying assembly location and route on site plan. Must be submitted 21-days prior to event. <i>(Fee may be charged for Public Service Personnel)</i>	Yes	No	

Section 4 – Roadways and Sidewalks			
Does the event propose using, closing or blocking any of the following If yes, specify location and duration on site map. <i>(Fee may be charged for Public Service personnel)</i>			
City Streets	Yes	No	City Sidewalks
City Right-of-Ways	Yes	No	Public Parking Lots

Section 5 – Use of City Utilities (Fee may be charged for the use of City Utilities)			
Will any City electric hookups be used?	Yes	No	Electric Location including amperage
Will any City water hookups be used?	Yes	No	Water Location(s)
Will waste water/gray water be generated?	Yes	No	Is so, how will it be disposed?

Section 6 – Alcohol

Will there be alcohol at the event? Yes No

At no time will alcohol be distributed or consumed in City Parks and/or streets to include Park Pavilions. All activities involving alcohol will require the presence of an off-duty City police officer. The applicant will be required to pay for an officer to be present for a minimum of 3 hours or the full amount of time that alcohol is served. Consumption of alcohol without the presence of an officer or a violation of the provision of the City Ordinances will result in forfeiture of the rental deposit.

The Texas Alcoholic Beverage Commission (TABC) requires specific and specialized permits for selling/serving alcohol. These permits will be based on the parameters and scope of the desired service and the type of event. Due to the numerous scenarios that may be involved in your event, it is impossible to outline the requirements in this application. **It is your responsibility** to contact the TABC office and speak to an Agent who will be the entity for permission and, if approved, provide the exact permit(s) required.

Permission by the City to hold a Special Event does not guarantee permission from TABC to serve/sell alcohol. Your event may be approved by the City but the service and selling of alcohol is the domain of the TABC and may be denied at their discretion.

Permission by the TABC to serve/sell alcohol at a Special Event does not guarantee permission of the City.

Will alcohol be provided free of charge? Yes No

To be considered "free," there cannot be an expectation of receiving money. You cannot charge for admission, ask for donations or accept tips. Doing so would constitute a sale of alcohol and would require a Texas Alcohol Beverage Commission and City Permit.

Will you be charging an entrance or registration fee? Yes No

Will the alcohol be sold? Yes No

If you answered Yes, a Texas Alcohol Beverage Commission and City Permit will be required.

TABC License # _____ Expiration _____

Section 11 – Insurance Requirements

The City of Crowley has established insurance requirements for those facility users, vendors and contractors entering into agreements with the City for the purpose of special events and activities. Before commencing use or services under an agreement with the City of Crowley a certificate of insurance that complies with the requirements referenced below must be furnished.

All special event applicants shall name the City of Crowley as an "Additional Insured" on all policies, and shall reflect this on a Certificate of Liability Insurance. A pplicant shall obtain Certificates of Liability Insurance from all vendors participating in this event unless covered under the applicant's insurance policy. Separate Certificates of Insurance Liability shall be provided by all carnival and amusement companies and firework production companies and shall name the City of Crowley as "Additional Insured." Additional coverage may be required depending upon the nature and scope of the event. The City of Crowley reserves the right to evaluate the liability of each event and assess the required insurance limits. Event permits will not be issued until all insurance requirements are satisfactorily met.

The certificate must show:

1. The City of Crowley as "Additional Insured."
2. General Liability Including:
 - Bodily injury
 - Property damage
 - Medical Expense
 - Personal Injury

Organized League Play

Any organization or group who is renting an athletic field for the purpose of organized league play must provide the following documents:

1. Certificate of Liability Insurance. The city and the group or organization must be co-insured by the policy. The policy must include a minimum of \$500,000.00 per incident, with not less than \$1,000,000.00 aggregate with the same remaining in effect for the term of this agreement. Failure to maintain such insurance shall be cause for immediate cancellation of event/reservation;
2. Health permit (if renting concession stand);
3. Player insurance;
4. State Charter;
5. Bylaws;
6. Schedule; and
7. Emergency contact information.

Section 12 – Compliance with Laws and City Ordinances

1. The applicant will clean the grounds, remove equipment, and restore the permitted site after the event.
2. The applicant is responsible for providing parking assistance if required.
3. Adequate policing for crowd control must be provided by applicant. Off duty officers are available by calling 817-297-2276.
4. The applicant will not nail, staple, or otherwise attach any event-connected signs to any guard post, sign post, utility pole or tree.
5. Admission to the event will not be limited to membership nor will any discrimination be made against a person because of race, creed, sex, color, age, or national origin in conducting the event. Admission to view the event will be open to the general public without discrimination on the grounds of race, color, religion, national origin, sex, or age. Participation in the event may be limited to members of the sponsoring group, provided that the group does not unlawfully discriminate against participation in the event on grounds of race, color, religion, national origin, sex, or age. Request for Special Event Application citing special circumstances for participation requiring gender or age discrimination must be accompanied by an exceedingly persuasive justification.
6. If necessary, the applicant will furnish a map showing the area where the special event is to be conducted.

Section 13 – Acknowledgement and Signature

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of event will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local ordinances regulating this type of event or the use of any land or buildings.

I hereby certify that I have received the property owners consent to utilize above location for the period of time and purpose stated.

I further understand that any deviation from this Application could result in the City closing down or canceling the Event. I understand that a Special Event Permit must be approved by the City of Crowley prior to the occurrence of this Event. The issuance of that permit is contingent upon the compliance with the Special Event Application and acceptance of all listed stipulations or conditions of the Special Event Permit.

Signature:

Date:

Section 13 – Acknowledgement and Signature

Included N/A

Certificate of Liability Insurance
Detailed Site Plan
Route Map
Amusement Ride Certification of Inspection
Tent Permit Application

Public Works

Approved Denied Initials

Remarks

Fire Department

Approved Denied Initials

Remarks

Police Department

Approved Denied Initials

Remarks

Recreation Center

Approved Denied Initials

Remarks

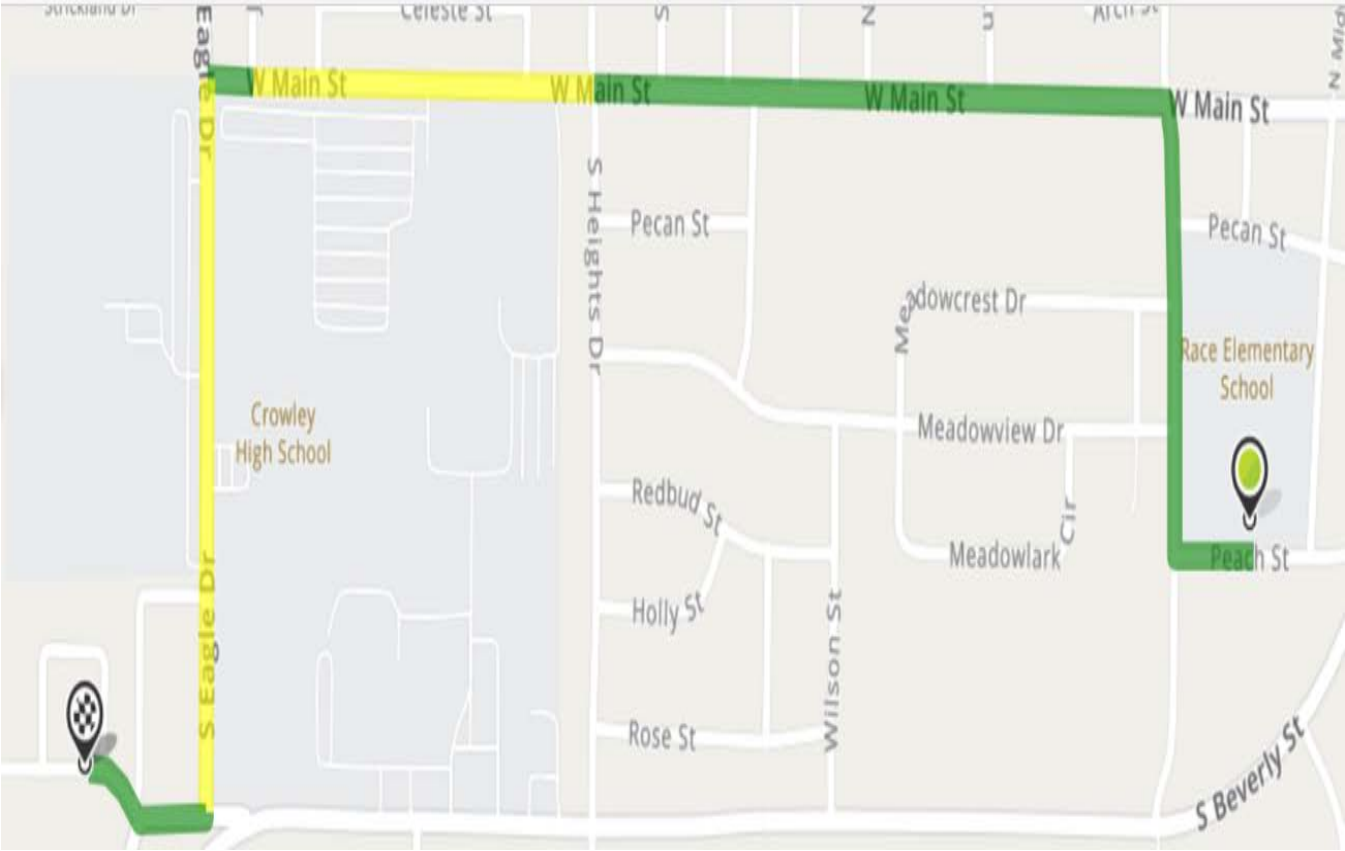
City Council

Approved Denied Initials

Remarks

Application for Tent Permit

Section 1 – Applicant Information					
Name of Applicant				Today's Date	
Address		City		State	Zip
Phone Number		Cell Phone Number			
Email					
Section 2 – Person/Organization/Contractor Responsible for Erection of Tent					
Organization					
Address		City		State	Zip
Phone Number		Cell Phone Number			
Email					
Section 3 - Tent Information					
Location of Tent				Number of Tents	Zoning District
Purpose of Tent/Usage Description					
Description of Tent (if multiple list details of each tent)					
Size (ft)	Area (sq ft)	Tent Separation (ft)	Side Walls		Additional Info
1. x			Yes	No	
2. x			Yes	No	
3. x			Yes	No	
4. x			Yes	No	
5. x			Yes	No	
<p>Attach site plan which includes the following:</p> <ol style="list-style-type: none"> 1. Accurate site plan with dimensions from property lines and other structures 2. Floor plan showing all required exits, no smoking signs, square footage and height of structure 3. Occupant Load per manufacturer guidelines 4. Membrane type and Fire Resistance Certification (must be attached) 5. Locations of fire extinguishers. 6. Location of parking 7. Location and distance of all heat producing equipment 8. Location and distance of all generators 					
Date to be erected			Date to be taken down		
<p>I hereby certify that I have received the property owners consent to erect a temporary tent at the above location for the period of time and purpose stated.</p> <p>I agree to meet requirements of the International Fire Code regarding tents and other membrane structures and all other regulations or ordinances of the City. I acknowledge that violations of any of the codes, regulations or ordinances will result in immediate revocation of this permit.</p>					
Signature				Date	
Planning and Development Approved		Disapproved		Notes/Special Conditions:	
Fire Marshal Approved		Disapproved		Notes/Special Conditions:	
Fee - Date Paid		Amount Paid		Permit Issued (Number)	





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER WARD INSURANCE GROUP 1801 Precinct Line Rd Ste. B Hurst TX 76054	CONTACT NAME: Lori Peabody PHONE (A/C, No, Ext): (817) 605-0065 E-MAIL ADDRESS: lori@wardinsgroup.com FAX (A/C, No): (817) 605-0084
INSURED Crowley Youth Association PO Box 472 Crowley TX 76036	INSURER(S) AFFORDING COVERAGE INSURER A: USLI INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** CL2332707417**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		NPP1594078C	02/07/2023	02/07/2024	EACH OCCURRENCE \$ 1,000,000	
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000							
	MED EXP (Any one person) \$ 5,000							
	PERSONAL & ADV INJURY \$ 1,000,000							
							GENERAL AGGREGATE \$ 2,000,000	
							PRODUCTS - COMP/OP AGG \$ INCLUDED	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$	
							BODILY INJURY (Per person) \$	
							BODILY INJURY (Per accident) \$	
							PROPERTY DAMAGE (Per accident) \$	
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$	
							AGGREGATE \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT \$	
							E.L. DISEASE - EA EMPLOYEE \$	
							E.L. DISEASE - POLICY LIMIT \$	
A	1. MOLESTATION OR ABUSE 2. ASSAULT OR BATTERY			NPP1594078C	02/07/2023	02/07/2024	1. EACH CLAIM \$100,000 1. EACH AGGREGATE \$200,000 2. EACH AGGREGATE \$50,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS LISTED AS ADDITIONAL INSURED ON THE ABOVE LISTED GENERAL LIABILITY POLICY. PARADE COVERAGE INCLUDED.

CERTIFICATE HOLDER**CANCELLATION**City of Crowley
201 E Main St.

Crowley

TX 76036

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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