



Regular Session
Council Agenda Packet
February 1, 2024

CITY OF CROWLEY
CITY COUNCIL
Council Regular Session
February 1, 2024
ATTENDANCE SHEET

	<u>Worksession</u>	<u>Regular</u>
Council Member Johnny Shotwell, Place 1	_____	_____
Council Member Jerry Beck, Place 2	_____	_____
Council Member Jesse Johnson, Place 3	_____	_____
Mayor Pro Tem Jim Hirth, Place 4	_____	_____
Council Member Matt Foster, Place 5	_____	_____
Council Member Scott Gilbreath, Place 6	_____	_____
Mayor Billy Davis	_____	_____
Staff:		
Robert Loftin, City Manager	_____	_____
Lori Watson, Deputy City Mgr/Finance Director	_____	_____
Jack Thompson, Asst City Mgr/EDC Director	_____	_____
Cristina Winner, Asst City Mgr/Comm Serv Director	_____	_____
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	_____	_____
Lisa Hansen, HR Administrator	_____	_____
Julie Hepler, Special Event Coordinator .	_____	_____



**AGENDA
CROWLEY CITY COUNCIL
FEBRUARY 1, 2024
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 - February 1, 2024 - 6:30 pm

I. CALL TO ORDER AND ROLL CALL

II. NON-ACTION ITEMS FOR DISCUSSION

1. Receive guidance from council regarding an official name for the Crowley Dog Park.

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 January 18, 2024.

IV. PUBLIC HEARINGS

1. Hold a public hearing to discuss, and approving Ordinance No. 02-2024-517 amending Ordinance No. 06-2018-332 (the Karis planned development district regulations), repealing and replacing Exhibit 'B' and amending Exhibit "E" as requested by The Nehemiah Company. **Case # ZCA-2023-005**

V. CITY BUSINESS

1. Submit and consider action to accept the Crowley Police Department's 2023 Racial Profiling Report and Motor Vehicle Contact Search Analysis.
2. Discuss and consider adoption of Joint Resolution R02-2024-409 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.
3. Discuss and consider adoption of Ordinance 02-2024-516 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 04, 2024; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.
4. Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the General Election to be held on May 04, 2024, City of Crowley voters and authorizing the Mayor to execute said agreement.

VI. ADJOURNMENT



**AGENDA
CROWLEY CITY COUNCIL
FEBRUARY 1, 2024
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 - February 1, 2024 - 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. None.

V. CONSENT AGENDA

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1. Discuss and consider approving the minutes from the regular meeting held January 18, 2024.

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VII. CITY BUSINESS

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2. Discuss and consider adoption of Joint Resolution R02-2024-409 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.
3. Discuss and consider adoption of Ordinance 02-2024-516 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 04, 2024; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.
4. Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the General Election to be held on May 04, 2024, City of Crowley voters and authorizing the Mayor to execute said agreement.

VIII. ADVISORY BOARDS AND COMMISSIONS

1. Reports

None

2. Appointments/Reappointments

Planning and Zoning Commission

Kaleb Wade

Place 3

Remainder of the term ending June 30, 2025

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)**

Discuss an Economic Development Incentive Agreement for 326 E Main Properties

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, Feb 1, 2024, 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.

CITY OF CROWLEY
CERTIFIED AGENDA OF THE EXECUTIVE/CLOSED SESSION
February 1, 2024

I. Statement of Beginning Executive/Closed Session

Mayor Billy Davis announced at the beginning of the executive/closed session:

“The City Council on February 1, 2024, beginning at _____ p.m., convened in an executive/closed session in accordance with the Texas Open Meetings Act (Local Government Code – Chapter 551).”

II. The following were present:

Mayor Billy Davis

Council Member Jerry Beck, Jr.

Council Member Johnny Shotwell

Council Member Jesse Johnson

Council Member Jim Hirth

Council Member Matt Foster

Member Scott Gilbreath

City Manager Robert Loftin

City Attorney Rob Allibon

Lori Watson, Deputy City Manager

Jack Thompson, Asst City Manager

Cristina Winner, Asst City Manager

Other:

Other:

III. Subjects Discussed in the Session Closed to the Public

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:

Deliberations about Real Property Pursuant to Section 551.072

Discuss an Economic Development Incentive Agreement for 326 E Main Properties

IV. Statement at End of Executive/Closed Session

Mayor Billy Davis announced at the end of the executive/closed session:

“The City Council ended its executive/closed session at _____ p.m., on February 1, 2024”

V. Record of Further Action Taken, if any, on Above Items in the Subsequent Open Session.

VI. Certification by Presiding Officer

I hereby certify that this agenda of closed session of the City Council of the City of Crowley is a true and correct record of the proceedings pursuant to the Texas Government Code, Chapter 551.

WITNESS MY HAND this the _____ day of _____ 2024.

CITY OF CROWLEY

Billy P. Davis, Mayor



City of Crowley, Texas Mayor and Council Agenda Report

PRESENTER: Carol Konhauser City Secretary				MEETING DATE: February 1, 2024				
DEPARTMENT: Administration				AGENDA ITEM: V-1				
SUBJECT:				Discuss and consider approving the minutes from the regular meeting held January 18, 2023.				
COORDINATION:	Finance		City Sec		Comm Dev		PW	
	Dept Directo		HR		Comm Services		Other:	
	City Attorney		PD		FD		Other:	

BACKGROUND:

Consider approval of minutes as presented.

RECOMMENDATION:

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

FINANCIAL INFORMATION:

Approval of the minutes does not affect the budget.

ATTACHMENTS:

1. Minutes

MINUTES OF THE CITY COUNCIL WORK SESSION HELD JANUARY 18, 2024. The City Council of the City of Crowley, Texas met in Work Session on Thursday, January 18, 2024, at 6:30 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

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

City staff included: City Manager Robert Loftin
Deputy City Mgr/Finance Director, Lori Watson
Asst City Mgr/EDC Director, Jack Thompson
Asst City Mgr/Comm Services Director/ Cristina Winner
City Attorney, Rob Allibon
City Secretary, Carol Konhauser
Police Chief, Kit Long
Director of Projects & Utilities, Matt Elgin
Planning and Comm Dev Director, Rachel Roberts

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. Provide input to city staff on updates to the subdivision ordinance.

Planning and Community Development Director explained that the City Attorney was working on updating the Cities ordinance so they would be in compliance with new state subdivision regulations. She further explained that previously, the state law allowed cities to authorize staff to approve minor and amending plats. Under the new law, staff can approve all plats if authorized to do so under their city code. After much discussion, council advised they would feel comfortable with allowing staff to approve conditional and denied plats without having to bring to council.

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 January 4, 2024.

No discussion.

PUBLIC HEARING

1. Hold a public hearing to discuss and consider approval of Ordinance No. 01-2024-515 providing for the voluntary annexation into the city of Crowley, Texas, of the hereinafter described 5.2 acre tract of land for all municipal purposes; approving the agreement regarding services after annexation for such territory; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; and providing an effective date.

No discussion

CITY BUSINESS

1. Discuss and consider adoption of Resolution R01-2024-407 amending and updating the designated “authorized signature” for the City of Crowley Depository PNC Bank.

No discussion

- 2. Discuss and consider adoption of Resolution R01-2024-408 to amend the Texpool Authorized Representatives.**

No discussion

- 3. Interlocal agreement with Tarrant County Precinct 1 for reconstruction and paving improvements for S. Oak St, Elm St. 2 sections of Skelly St.**

No discussion

- 4. Discuss and consider an Interlocal Agreement regarding Crowley Crossing Plaza project restrooms and Trellis.**

No discussion

- 5. Discuss and consider Special Event Permit application for the Karis Spring Event to be held on Saturday, March 23, 2024.**

No discussion

ADJOURNMENT

As there was no further business to discuss, the work session was adjourned at 6:47 pm.

MINUTES OF THE CITY COUNCIL REGULAR SESSION HELD JANUARY 18, 2024. The City Council of the City of Crowley, Texas met in Regular Session on Thursday, January 18, 2024, at 7:00 pm in the City Council Chambers, 201 East Main Street, Crowley City Hall, Crowley, Texas.

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

City staff included: City Manager Robert Loftin
Deputy City Mgr/Finance Director, Lori Watson
Asst City Mgr/EDC Director, Jack Thompson
Asst City Mgr/Comm Services Director/ Cristina Winner
City Attorney, Rob Allibon
City Secretary, Carol Konhauser
Police Chief, Kit Long
Public Works Director, Mike Rocamontes
Director of Projects & Utilities, Matt Elgin
Planning and Comm Dev Director, Rachel Roberts

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. **None**

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 January 4, 2024.**

Council Member Jim Hirth 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 No. 01-2024-515 providing for the voluntary annexation into the city of Crowley, Texas, of the hereinafter described 5.2 acre tract of land for all municipal purposes; approving the agreement regarding services after annexation for such territory; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; and providing an effective date.**

Mayor Billy Davis opened the public hearing at 7:03 pm for anyone to speak either in favor of or in opposition. When nobody came forward, he closed the public hearing at 7:04 pm.

Council Member Jim Hirth made the motion to approve Ordinance 01-2024-515 second by Council Member Scott Gilbreath, council voted unanimously to approve the motion as presented. Motion carried 7-0.

CITY BUSINESS

- 1. Discuss and consider adoption of Resolution R01-2024-407 amending and updating the designated “authorized signature” for the City of Crowley Depository PNC Bank.**

Council Member Jerry Beck made the motion to approve Resolution R01-2024-407; second by Council Member Scott Gilbreath council voted unanimously to approve the motion as presented. Motion carried 7-0.

- 2. Discuss and consider adoption of Resolution R01-2024-408 to amend the Texpool Authorized Representatives.**

Council Member Jesse Johnson made the motion to approve Resolution R01-2024-408; second by Council Member Jerry Beck council voted unanimously to approve the motion as presented. Motion carried 7-0.

- 3. Interlocal agreement with Tarrant County Precinct 1 for reconstruction and paving improvements for S. Oak St, Elm St. 2 sections of Skelly St.**

Council Member Jesse Johnson made the motion to approve the Interlocal Agreement with Tarrant County Precinct 1 for reconstruction and paving improvements for S. Oak St, Elm St and 2 sections of Skelly St; second by Council Member Jerry Beck council voted unanimously to approve the motion as presented. Motion carried 7-0.

- 4. Discuss and consider an Interlocal Agreement regarding Crowley Crossing Plaza project restrooms and Trellis.**

Council Member Matt Foster made the motion to approve the Interlocal Agreement for the Crowley Plaza public restrooms and trellis project; second by Council Member Scott Gilbreath council voted unanimously to approve the motion as presented. Motion carried 7-0.

- 5. Discuss and consider Special Event Permit application for the Karis Spring Event to be held on Saturday, March 23, 2024.**

Council Member Matt Foster made the motion to approve the Special Event Permit for Karis Spring Event; second by Council Member Scott Gilbreath. Council Member Jesse Johnson vote nay on the motion. Motion carried 6-1.

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.

Terry Horn, Crowley Chamber of Commerce Director came forward and announced there would be a Crowley Cemetery Board Meeting on Mar 21, 2024.

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 7:10 p.m.

ATTEST:

Billy Davis, Mayor

Carol C. Konhauser, City Secretary



City of Crowley, Texas Mayor and Council Agenda Report

PRESENTER: Rachel Roberts				MEETING DATE: Feb. 1, 2024				
DEPARTMENT: Community Development				AGENDA ITEM:				
SUBJECT:		Hold a public hearing to discuss, and approving Ordinance No. 02-2024-517 amending Ordinance No. 06-2018-332 (the Karis planned development district regulations), repealing and replacing Exhibit ‘B’ and amending Exhibit “E” as requested by The Nehemiah Company. Case # ZCA-2023-005.						
COORDINATION:	Finance		City Sec		Comm Dev	RR, TM	PW	
	Dept Director		HR		Comm Services		EDC:	
	City Attorney		PD		FD		Admin:	JT

BACKGROUND:

Request	Amend portions of the Karis Planned Development District ordinance
Applicant	The Nehemiah Company (developer of the Karis subdivision)
Staff Recommendation	Approve most of the requested changes; deny or modify some changes as listed below

The original Karis planned development district was adopted in 2018. Multiple revisions have been adopted since that time.

Now that builders have started building homes in the Karis neighborhood, both staff and the developer have identified some minor problems with the planned development district regulations. For staff, there are some regulations that are vague and open to different interpretations, and it would be better to clarify those regulations. For the developer, there are some regulations that builders have complained are difficult to meet and others that are not working as the developer intended.

A summary of the proposed changes is provided below. Staff have also attached a redlined version of the sections where changes are proposed. The attached ordinance shows Exhibits 'B' and 'E' with the changes made (no mark-up).

STAFF REVIEW

Description of requested changes

1. Regulations concerning the Village Architect and Village Architect approval and the Village/Town Architect Committee

Various sections of the ordinance mentions a Village Architect (third-party review service used by the developer). The amendment would change the name of this third-party vendor to Town Architect. The change would also require the copy of the Town Architect's approval letter to be provided when the building permit is submitted rather than when the builder is ready for a final inspection. In addition, the amendments specify that the architectural review committee is the Town Architect.

The amendments would also allow the town architect to approve alternative materials for residential buildings as long as the materials meet or exceed the quality and durability of the permitted materials.

2. *Home occupations*

This change updates the reference to the City of Crowley zoning code (original reference is to the pre-2022 zoning code).

3. *Minimum setback requirements for corner lots*

The developer's intent for the neighborhood was for lots on the corner of a street and an alley to have the same setback as an interior lot. However, under city regulations, an alley is considered a public right-of-way, and these lots are therefore corner lots, which require a larger setback. The proposed amendment would reduce the side setback for alley sides to five feet, subject to Crowley fire codes and the city's subdivision regulations. Staff's only concern about this reduction is safety (specifically, visibility at intersections). Staff have no objection reducing the setbacks as long as any needed visibility triangles are retained and any applicable fire codes are met. The PD district's referring back to fire code and Ch. 98 address this concern.

4. *Allowed encroachments for single family homes*

The PD ordinance allows porches to encroach up to seven feet into a front yard setback. The proposed change would retain the seven-foot front yard encroachment for detached single family homes but reduce the amount allowed for single family attached homes to two feet.

5. *Landscaping regulations for some homes*

Mews homes do not have their own front yard; rather, they face parks and open spaces provided by the developer. The landscaping regulations require each single family home to provide one or two trees. The mews lots do not have enough of a front yard to place the tree in, and they likewise do not have room for as many shrubs. This change would reduce the landscaping requirements for these lots (which still have adequate green space through the mews).

In addition, on the townhome lots that are 16' in width, it has been difficult for the builder to meet the requirement for number of plants, as they have less room to work with. This shouldn't be an issue with the larger townhome lots (22' and 30'), but it has been for the 16' lots. The amendment would allow the zoning administrator to reduce the number of overall plants required or the size of plants required (e.g., replace 3-gallon shrub with 1-gallon shrub).

6. *Roofing design and materials*

The PD ordinance requires roofs to have a 30-year warranty. The amendment would add language concerning why the ordinance has this requirement ("ensuring a commitment to quality and durability").

The ordinance also requires that for non-residential buildings, the pitch be a minimum of 4:12. The amendment would remove this requirement.

Also, the regulations require that all flat roofs have parapets, a minimum of 2 feet 8 inches in height. The amendment would change from requiring a parapet to requiring "building elements" (design would not have to be parapet) that shield all rooftop equipment from view from the adjoining street. This is the requirement used in the downtown district. The building elements used will need to be part of the overall design of the building and not be simply intended to screen equipment. Screening devices would be permitted on a case-by-case basis, just as they are in the downtown district, but the developer's preference and intent is for the builder / architect to design the building in such a way that the equipment will be screened without the need for screening devices.



Example of parapet:

7. *Design features for residential and non-residential buildings*

There are several proposed changes to the design features for buildings.

- Clarifying that the minimum 9-foot plate height for homes is for the first floor only.
- Clarifying that townhomes required only three of the listed design features rather than four (townhomes don't have as many elevations to work from, so the townhome builder has found it more difficult to meet the four-feature requirement).
- Allowing staff to approve a reduction in porch depth if there are easements or other conflicts that make it impossible to meet a depth of seven feet.
- Changing language for one of the design features from "architectural pillars or posts" to "stone or masonry columns that support the roof of a porch" to clarify what was intended by the phrase "architectural pillars or posts".
- Clarifying what is meant by "articulated cornice lines".

8. *Transparency*

The ordinance requires that for residential buildings, a minimum of 25 percent of each façade facing a street or open space to contain windows or doorways. The applicant proposes reducing this requirement to 20 percent for single family homes that are less than 40 feet in width homes, and for townhomes, allowing the administrative official to approve reducing this to 15 percent as long as the design meets the overall intent of the transparency requirement ("eyes on the street") and if the windows and doors are distributed across the façade in a way that allows light to enter different parts of the home, rather than having most of the windows clustered in one part of the façade.

9. *Fencing*

This amendment would refer to the Karis Development Plan for regulations on residential fence location and materials. It would also provide a minimum distance between a front fence and the front façade.

10. *Mailboxes*

This section changes the mailbox requirement from shared mailboxes to cluster mailboxes and states they should be compatible with the neighborhood's street lights and signage poles. The City of Crowley does not typically regulate mailboxes, since mailbox approval is ultimately up to the postal service.

11. *Administrative modifications/minor amendments*

The PD ordinance allows the city's administrative official to approve some minor modifications to the requirements, as listed in the ordinance. The amendments would prohibit staff from allowing shorter mews through this process. They also limit administrative modifications to be consistent with those authorized in the zoning code except otherwise authorized by the PD ordinance.

12. *New and unlisted uses*

This change updates the reference to the City of Crowley zoning code (original reference is to the pre-2022 zoning code).

13. *Permit Review Process*

The amendment would require builders to include certain details on the plot plans submitted with their permit applications.

14. *Definitions*

The amendment adds or amends definitions for architectural style, alley, block, intersection, lot, corner lot, and street. The changes help clarify the issue of what setbacks are required for alley corner lots and also bring definitions more in line with the city's standard definition.

15. Exhibit ‘E’ – anti-monotony regulations

The anti-monotony regulations prohibited two homes of the same color from being built next to each other. The amendment would allow them to have the same color if they are different architectural styles, as determined by the city. In addition, it says that two shades of white are permissible next to each other if they exhibit variations in color/shade.

STAFF RECOMMENDATION:

Based on the above analysis, staff recommend approval.

**PLANNING & ZONING COMMISSION
RECOMMENDATION:**

The Planning & Zoning Commission considered this item during the meeting on January 22. The Commission held a public hearing, but no one spoke at the hearing. After closing the public hearing, the Commission voted to recommend approval.

The Commission had discussed making one change to the section amending the phrase “architectural pillars or posts.” Allowing only stone or masonry columns could limit future design options if a builder wanted to use a more Classical design style, and a suggestion was made by a Commissioner to add “Classical-style fiberglass columns” as an option. The developer was open to the change being added to the amendment, but it was not ultimately included in the motion.

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 02-2024-517.

Approval with Conditions/Changes: I make a motion to approve Ordinance No 02-2024-517 with the following changes [or conditions]: [list].

Deny: I make a motion to approve Ordinance No 02-2024-517.

Postponement: I make a motion to continue Case # ZCA-2023-004 until [state date].

FINANCIAL INFORMATION:


n/a

ATTACHMENTS:















- Mark-up of Exhibits A and B
- Ordinance amending the Karis planned development regulations
- Application

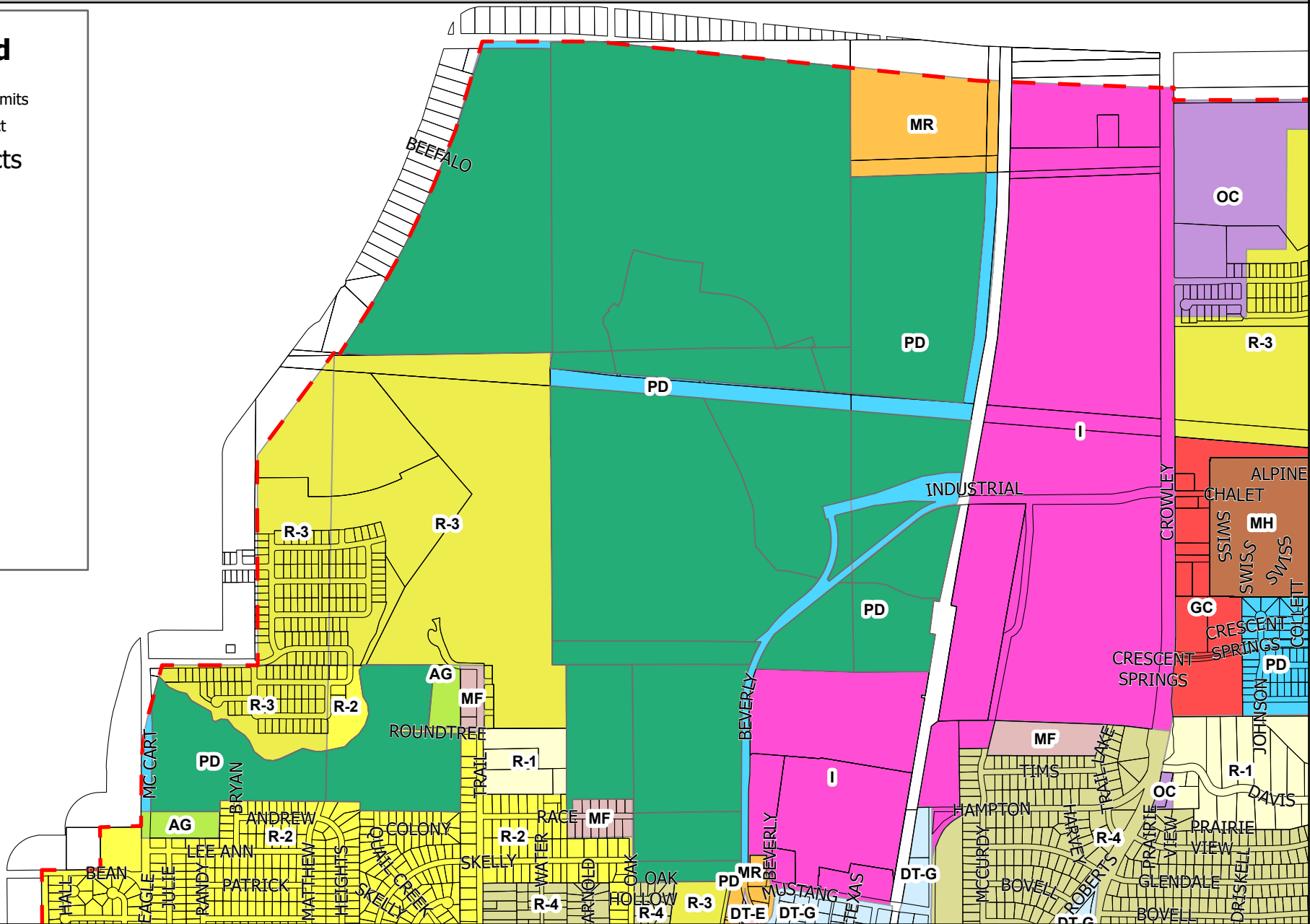
Legend

 Crowley City Limits

 Karis PD district

Zoning Districts


-  AG
-  R-1
-  R-2
-  R-3
-  R-4
-  MR
-  MH
-  MF
-  OC
-  GC
-  I
-  PD
-  DT-E
-  DT-G



1/16/2024

ZCA-2023-005 Karis PD Amendment Zoning

0 500 1,000 Feet




DISCLAIMER

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information, should review or consult the primary data and information sources to ascertain the usability of the information.


Legend


 Crowley City Limits


 Karis PD district


FutureLandUse


Future Land Use


 Rural Single Family Residential

 Low Density Single Family Residential


 Medium Density Single Family Residential

 High Density Single Family Residential


 Multifamily Residential


 Institutional/Community


 Mixed Use


 W Main Commercial (Horizontal Mixed Use)

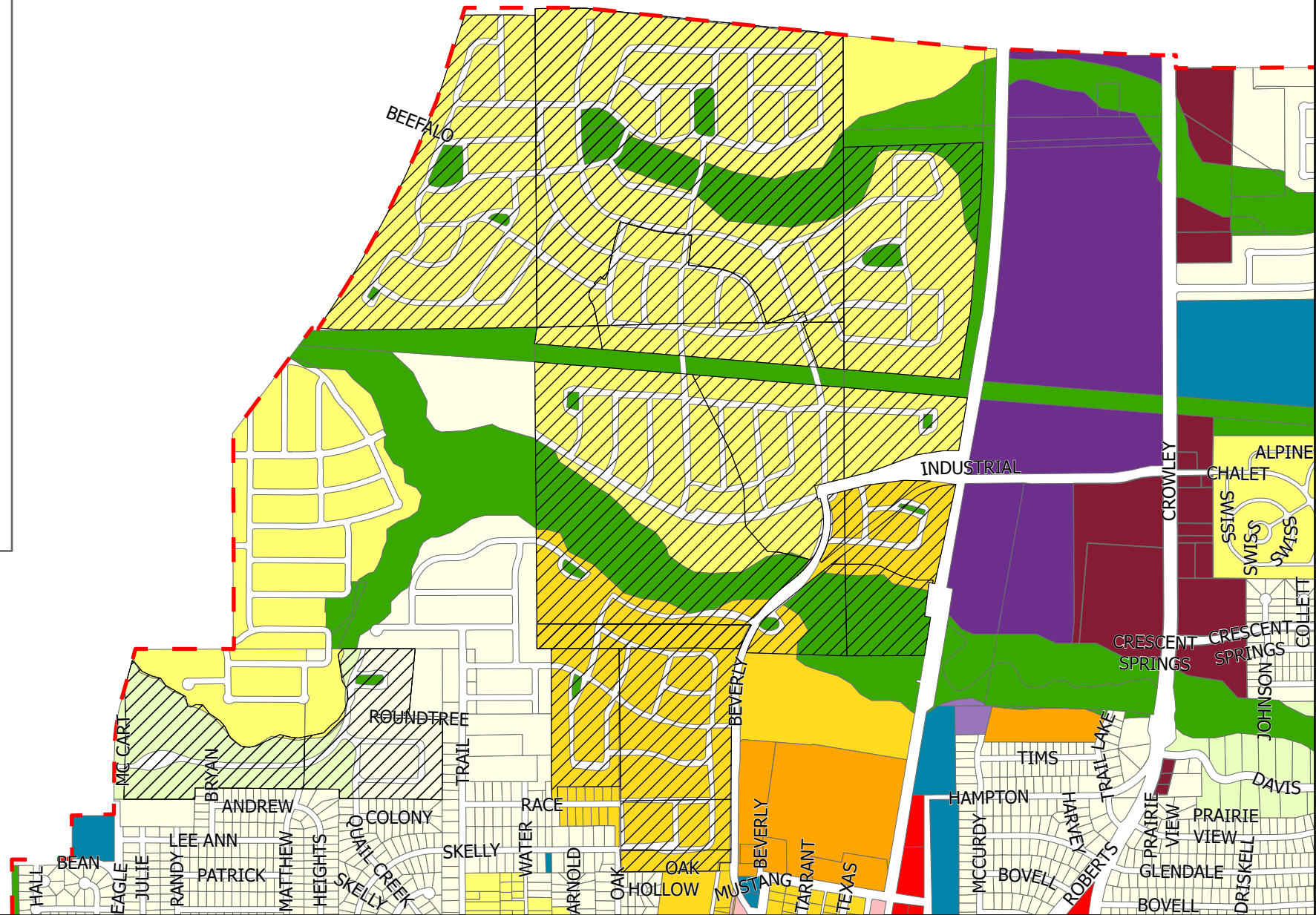
 E Main Commercial (Vertical Mixed Use)

 Traditional Suburban Commercial

 Light Industrial

 Industrial

 Open Space/Park



ZCA-2023-005 Karis PD Amendment Zoning

0 500 1,000 Feet



DISCLAIMER

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1/16/2024

ORDINANCE NO. 02-2024-517

EXHIBIT 'A'

REPLACING ORDINANCE NO. 06-2018-332 EXHIBITS 'B' AND 'E'

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~~Town Architect is to be conducted by a designated third party (~~Village Architect~~Town 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~~Town 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 at the time of permit application and 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~~[Town 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~~[Town 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.

Table B-1 Land Use Table				
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.
- M. Home Occupations shall be governed by Crowley Code of Ordinances [ChapterSection 106, Article 5, Section 106.67.E\(6\)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:

1. 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.)
2. Minimum alley corner side yard setback on alley corner lots (lots at the intersection of an alley and a street or at the intersection of two alleys) may be reduced to 5' (subject to additional requirements from the City fire codes and from Ch. 98 of city code).

f. Allowed Encroachments into Setbacks:

1. Porches: For single family detached, up to 7' into front setback and 3' into corner side yard setback and for attached single family up to 2' into front 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.

Table B-3 Building Setback, Area, and Bulk Requirements for Non-Residential	
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.

Table B-4 Residential Landscaping Requirements						
Residential Type	Single Family - Detached 70' LFF³ 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 - Attached⁴	Single Family – Detached Attached Mews
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	Non Applicable
15 Gallon Shrubs	5	3	2	2	1	1
7 Gallon Shrubs	8	5	3	3	3	3
5 Gallon Shrubs	20	12	10	10	10	5
1 Gallon Shrubs	30	15	10	10	10	5
Minimum Public Walkway Width	5 feet	5 feet	5 feet	5 feet	5 feet	5 feet

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 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.

⁴ For 16' single family attached lots, the Administrative Official may approve a reduction in required number or size of plants where lot context makes it difficult to install the number or size of plants required.

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.

~~7.8.~~All roofing installations must adhere to a ~~mandatory~~ 30-year warranty, ensuring a long-term commitment to quality and durability.

- b. ~~All pitched roofs of non-residential buildings shall have a minimum pitch of 4:12, and~~

~~a~~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 designstyle.

~~c. For buildings with flat roofs, exterior building elements shall be tall enough to shield all rooftop mechanical equipment from the view from any adjoining street (shall not include alleys). Elements shall be an integrated part of the building design rather than simply intended to screen equipment. Other screening devices such as latticework, louvered panels, and any treatments that are compatible with the building's architecture may be considered on a case-by-case basis with approval by the Administrator and/or his or her designee."~~

~~e. If flat roofs are visible from the street side will require 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 The first floor of residential buildings Single family detached homes shall have a minimum plate height of 9 feet. ~~. Single family detach shall have a minimum plate height of 9 feet at the first floor and an 8'-foot plate sloping to a 9 foot' ceiling at the second floor.~~

b. A minimum of four of the following design features are required on the exterior of each building dwelling containing for a single family detached. A minimum of three of the following design features are required on the exterior of each dwelling unit for; 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); the administrative official may approve a depth of 5 feet in depth is permitted where setbacks cannot be met due to easements or other conflicts essential for the construction of the building.

7. Courtyards;

8. Box windows;

8.9. Stone or masonry columns that support the roof of a porch

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 An articulated cornice line in building design refers to a visually detailed and interesting horizontal fascia/feature at the top of the façade. It often includes decorative moldings, projections, and ornamental details, creating texture and contrast. This distinctive line may vary in height, incorporate historical references, and contribute to the overall architectural theme.

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

a. Cladding materials used on a ~~faeade~~façade 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: An articulated cornice line in building design refers to a visually detailed and interesting horizontal fascia/feature at the top of the façade. It often includes decorative moldings, projections, and ornamental details, creating texture and contrast. This distinctive line may vary in height, incorporate historical references, and contribute to the overall architectural theme. ÷
 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 schools) 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.

10. Transparency.

- ~~a.~~ On residential lots that are at least 40 feet in width, at least 25 percent of each façade (excluding mixed-use buildings) adjacent to and facing a street or public open space shall contain windows or doorways.
- ~~b.~~ On residential lots that are less than 40 feet in width, at least 20 percent of each façade (excluding mixed-use buildings) adjacent to and facing a street or public open space shall contain windows or doorways.
- ~~c.~~ For attached residential lots, the Administrative Official may approve, on a case-by-case base, a reduction of this requirement to 15 percent, but only if the design of the façade(s) facing the street or open space meets the overall intent of the transparency requirement and Traditional Neighborhood Design, and if the windows and doors are reasonably distributed across the façade in a way that allow light to enter into different parts of the home.
- ~~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.d.~~ 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.
- ~~e.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.

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

b. For residential fence location and material, reference sheet number 72 of the Karis Development Plan for Phase 1,2, and 3 for the Typical Lot General Residential Fence Location.

c. Minimum Setback: The front fence must have a minimum setback of 4 feet from the front façade for front fencing. The front facade, for the purpose of measuring the setback, is considered as the outer face of the building or structure facing the front of the property. To clarify further: Measure the setback from the outer face of the front façade (excluding porch or projecting element). The setback should be at least 4 feet from this point to the front of the fence.

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~~ cluster mailbox for homes within proximity to one another ~~each two homes and shall be which is~~ landscaped

and architecturally compatible with the ~~residential structure in which it serves~~ community's street lights and signage poles. 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~~amendments, but main thoroughfares may not. Minor amendments to allow a decrease in ~~first-floor~~first-floor plate height, ~~allow shorter mews~~, 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~~Town Architect 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.~~Section 106.65(D) 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. Administrative modifications shall be consistent with the Crowley Zoning Code, except as otherwise authorized elsewhere by this PD. A minor amendment is defined as one ~~which~~ that 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~~ Town Architect 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. Permit Review Process. In the permit review process within the PD (Planned Development) ~~zoned~~ district, builders are required to outline crucial details on the elevation page of the plot plan. This includes specifying the house type, lot size, and driveway entry associated with each dwelling. Additionally, builders must submit a

comprehensive "Master" plan approval for each building type, clearly indicating the address linked to that approval.

~~4.5. Architectural Review~~ Town Architect Committee. The private ~~architectural review~~ Town Architect committee consists initially of appointees selected by the Developer, with oversight from a third-party ~~Village Architect~~ Town Architect. The ~~architectural review~~ Town Architect committee is responsible for reviewing building construction for compliance with the design guidelines (excluding non-residential).

~~5.6.~~ 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. Alley – a public right-of-way which is used primarily for secondary vehicular service access to the back or side of properties otherwise abutting on a street or highway.
5. 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).
6. Block - A tract of land bounded by streets or by a combination of streets and public parks, cemeteries, railroad right-of-way, airport boundaries, or corporate boundary lines of the city.
7. Block face – One side of a block between two streets.
8. Boulevard – A street divided by a median.
9. Code – The Code of the City of Crowley
10. 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.
11. Community Home - A residential facility that qualifies as a community home pursuant to Chapter 123 of the Texas Human Resources Code.

12. 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.
13. Facade – Any separate face of a building that encloses or covers usable space. A roof is not a facade.
14. 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.
15. Floor Area – An air-conditioned floor space.
16. Gas Well Drilling and Production – The development, exploration, and production of natural gas.
17. 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.
18. 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.
19. 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.
20. Intersection – the crossing of two or more public streets (excluding alleys).
21. 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.
22. Library – An establishment for the loan or display of books.
23. Lot –A platted parcel of land intended to be separately owned or developed, and that is recorded in the property records of Tarrant and/or Johnson County, Texas.
24. Lot, Corner - A lot situated at the intersection of two or more streets. For purposes of

regulating setbacks, lots located at alley intersections or alley/street intersections shall be considered interior lots, except that a minimum 5 feet side setback must be retained on the alley-adjacent side yards, and such lots shall follow all applicable requirements for alleys (including requirements affecting lot corners) from Ch. 98 of city code.

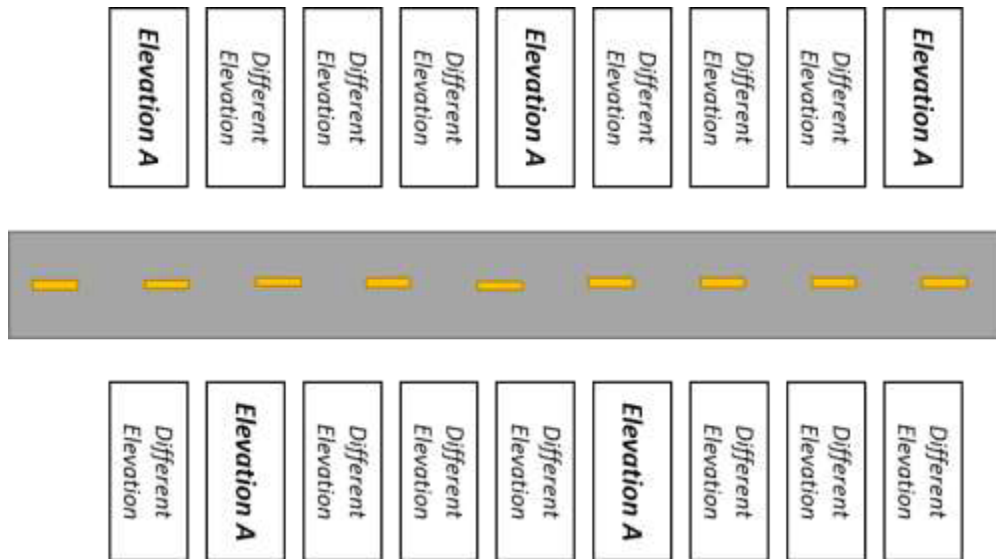
25. Masonry – Stone or brick laid up unit by unit and set in mortar, or cultured stone, cast stone, stucco or natural stone panels.
26. Mews – A block type in which alley-fed, single-family lots are arranged around a common green with a walkway along the green.
27. Non-residential building or non-residential development - A building or a lot containing one or more uses that are not single family, duplex, or multi-family.
28. Non-residential use – A use that is not exclusively single family, duplex, or multi- family.
29. 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.
30. Parkway – means the area between a sidewalk and the back of curb.
31. PD –This Planned Development District (Ordinance no. 06-2018-332, as amended). ~~PD –means this Planned Development District (PDXX-X: Ordinance no. XX-XXX, adopted (Date)).~~
32. Pocket Park –A park that is less than one acre in size.
33. Property – The property depicted on the attached **Exhibit C** and described by metes and bounds on the attached **Exhibit A**.
34. 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.
35. Rear Entry Garage – A garage served by an alley or a side street abutting the rear of a lot.
36. Residential Building or Residential Development – A building or a lot with single family, duplex, or multi-family use.
37. Residential Use – A single family, duplex, or multi-family use.
38. 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.

- 39. 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.
- 40. 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.
- 41. Stealth Towers – A communications tower that is effectively camouflaged or concealed so that it blends in with the natural surroundings or the built environment.
- 42. [Street - A public way for vehicular traffic.](#)
- 43. Temporary – Of limited duration; not permanent.
- 44. 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.
- 45. Temporary Construction Field Office – A facility or area used as a temporary field construction office.
- 46. 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.
- 47. Temporary Outdoor Sales – An area used for the temporary outdoor sale of general merchandise or seasonal merchandise to the public.
- 48. 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.
- 49. 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.
- 50. Zoning Ordinance – *Crowley City Code, Chapter 106 – ZONING*, as amended.

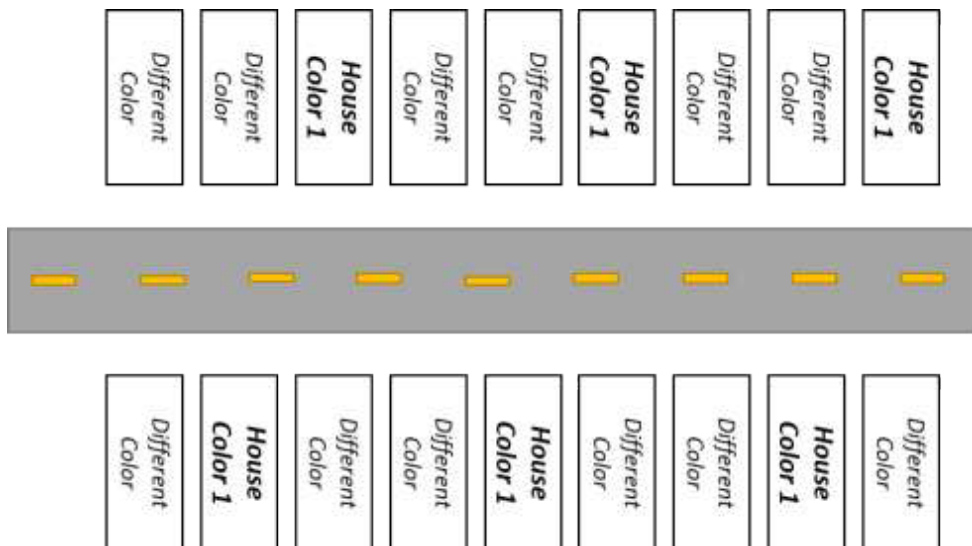
EXHIBIT E

ILLUSTRATION OF ANTI-MONOTONY RULE

- 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. At least 10 percent of an elevation must be different, or it will be considered to be a repeated elevation.



- In addition, no color ~~scheme~~ may be repeated within two lots of the same color ~~scheme~~ along the same block face unless they are different architectural styles as determined by the city for single family detached home or duplex. Options for shades of white are acceptable as long as they exhibit slight variations.



ORDINANCE NO. 02-2024-517

AN ORDINANCE OF THE CITY OF CROWLEY, TEXAS AMENDING PORTIONS OF ORDINANCE 06-2018-332, THE PLANNED DEVELOPMENT DISTRICT FOR KARIS TO REPEAL AND REPLACE EXHIBIT 'B' AND EXHIBIT 'E', AS ATTACHED; 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 Nehemiah Company, the developer for Karis Addition, has requested to make amendments to the Karis planned development district regulations in order to clarify requirements and correct certain deficiencies in the ordinance; 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 January 22, 2024, and the City Council of the City of Crowley, Texas, held a public hearing on February 1, 2024, 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 repealing and replacing Exhibits 'B' and 'E', as attached.

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 1ST DAY OF FEBRUARY 2024.

CITY OF CROWLEY

Billy P. Davis, Mayor

ATTEST:

Carol Konhauser, City Secretary

APPROVED AS TO FORM:

Rob Allibon, City Attorney

Exhibit 'B'

Exhibit 'E'



CITY OF CROWLEY

Zoning Application for Planned Development Districts

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. Incomplete applications will not be processed.

Property Information

Project Name: Karis
Project Address: 505 N. Beverly Street, Crowley TX 76036
Legal Description: See attach Gross Acreage: 563.30

Applicant & Owner Information

Applicant Name: Liliana Soto Company: The Nehemiah Company
Applicant Address: 2201 East Lamar Blvd. #115 City: Arlington State: TX
ZIP Code: 76006 Telephone No: 562-208-9599 Email: _____

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

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

Property Owner: CH TNC Karis Owner, LLC
Applicant Address: 2201 East Lamar Blvd. #115 City: Arlington State: TX
ZIP Code: 76006 Telephone No: 817-200-6543 Email: _____

Information Required for Zoning Change Requests

Application Date: 11/28/2023
Current Zoning: Residential and non-residential
Proposed Zoning: No proposed change
Reason for requested change: The proposed change request of PD Ordinance 06-2018-332 is driven by the crucial goal of aligning our evolving design with established development guidelines. This ensures that the design and development processes remain in seamless harmony, addressing any potential discrepancies early on.


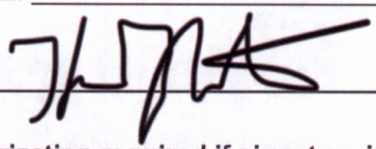
(attach other pages as needed)

Zoning Application for Planned Development Districts (cont.)

If the requested zoning change is for a planned development district, additional materials are required to be submitted with the application. Please see city code Chapter 106 Division 14 for more details.

NOTE: Substantive changes to the application and/or supporting documents will not be accepted between the Planning & Zoning Commission consideration and City Council consideration.

***If the applicant is not the property owner, the property owner must sign the application or submit a notarized letter of authorization.**

SIGNATURE OF APPLICANT (SIGN AND PRINT OR TYPE YOUR NAME)	
PRINTED NAME: <u>Liliana Soto</u>	
SIGNATURE: <u></u>	DATE: <u>11/27/2023</u>
SIGNATURE OF PROPERTY OWNER IF NOT APPLICANT:	
PRINTED NAME: <u>Howard Porteus</u>	
SIGNATURE: <u></u>	DATE: <u>11/27/2023</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: _____	



City of Crowley, Texas Mayor and Council Agenda Report

PRESENTER: Kit Long Police Chief					MEETING DATE: February 1, 2024			
DEPARTMENT: Police Department					AGENDA ITEM: VII-1			
SUBJECT: Submit and consider action to accept the Crowley Police Department’s 2023 Racial Profiling Report and Motor Vehicle Contact Search Analysis.								
COORDINATION:	Finance		City Sec	cck	Comm Dev		PW	
	Dept Directo		HR		Comm Services		Other:	
	City Attorney		PD	KL	FD		Other:	

BACKGROUND:

The Crowley Police Department must comply with the Texas Racial Profiling Law. The statute requires the collection and annual reporting/analysis of motor vehicle-related contact data for identifying and addressing (if necessary) areas of concern regarding racial profiling practices.

The 2023 Racial Profiling Report verifies that the Crowley Police Department fully complies with the state racial profiling statute regarding prevention policies, data collection, vehicle search analysis, and reporting.

The Texas Commission on Law Enforcement requires all Texas law enforcement agencies to submit their Racial Profiling Report to their governing body (i.e., City Council) by March 1st every year. Staff requests that the Crowley City Council accept the report to meet the State's directive.

Also attached is the Crowley Police Department's Annual Report for 2023.

RECOMMENDATION:

Staff recommends approval.

FINANCIAL INFORMATION:

None.

ATTACHMENTS:

1. 2023 Racial Profiling Report
2. 2023 Annual Report

Crowley Police Department Annual Contact Report 2023



Chief Administrator:
Kit Long, Chief of Police

Prepared By:
Michael Tate, Lieutenant

2023 REPORTING FULL REPORTING AGENCY

The Crowley Police Department's vehicles that conduct motor vehicle stops are equipped with video and audio equipment. In addition, officers conducting motor vehicle stops are equipped with body worn cameras. These videos are maintained for a minimum of 90 days.

Videos are audited once a month by the officer's direct supervisor.

Racial profiling statistics are audited on a monthly basis to ensure reporting compliance and accuracy.



Racial Profiling Report | Full report

Agency Name: **Crowley Police Department**

Reporting Date: **1-8-24**

TCOLE Agency Number: **439208**

Chief Administrator: **Kit Long, Chief of Police**

Agency Contact Information: **Michael Tate, Lieutenant**

Phone: **817-297-2276**

Email: **mtate@ci.crowley.tx.us**

Mailing Address: **617 West Business FM 1187, Crowley, TX 76036**

This Agency filed a full report

Crowley Police Department has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the Crowley Police Department from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the Crowley Police Department if the individual believes that a peace officer employed by the Crowley Police Department has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the Crowley Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Crowley Police Department policy;
- 6) requires collection of information relating to motor vehicle stops in which a citation is issued and

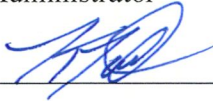
- a. the race or ethnicity of the individual detained;
- b. whether a search was conducted and, if so, whether the individual detained consented to the search;

- c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
- a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The Crowley Police Department _____ has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: Kit Long

Chief Administrator



Date: 01-08-2024

TOTAL STOPS

9798

Street Address or Approximate Location of Stop:

City Street	9694
US Highway	2
State Highway	1
County Road	27
Private Property or Other	74

Was Race or Ethnicity Known Prior to Stop?

Yes:	44
No:	9754

Race or Ethnicity:

Alaska Native/American Indian	23
Asian/Pacific Islander	188
Black	3751
White	3847
Hispanic/Latino	1989

Gender:

Female Total:	4297
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Alaska Native/American Indian	8
Asian/Pacific Islander	69
Black	1782
White	1702
Hispanic/Latino	736

Male Total:	5501
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Alaska Native/American Indian	15
Asian/Pacific Islander	119
Black	1969
White	2145
Hispanic/Latino	1253

Reason for Stop?

Moving Traffic Violation:	5827
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Alaska Native/American Indian	16
Asian/Pacific Islander	113
Black	2171
White	2298
Hispanic/Latino	1229

Preexisting Knowledge:	63
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	28
White	27
Hispanic/Latino	8

Violation of Law:	254
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Alaska Native/American Indian	1
Asian/Pacific Islander	2
Black	106
White	88
Hispanic/Latino	57

Vehicle Traffic Violation:	3654
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Alaska Native/American Indian	6
Asian/Pacific Islander	73
Black	1446
White	1434
Hispanic/Latino	695

Was a Search Conducted?

Yes:	413
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Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	241
White	100
Hispanic/Latino	71

No:	9385
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Alaska Native/American Indian	23
Asian/Pacific Islander	187
Black	3510
White	3747
Hispanic/Latino	1918

Reason for Search?

Consent:	29
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	11
White	14
Hispanic/Latino	4

Plainview Contraband:	31
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	16
White	7
Hispanic/Latino	8

Probable Cause:	311
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Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	188
White	68

Hispanic/Latino	54
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Inventory:	20
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	11
White	6
Hispanic/Latino	3

Incident to Arrest:	22
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	15
White	5
Hispanic/Latino	2

Was Contraband Discovered?

Yes:	279
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Did the finding result in arrest?

Race/Ethnicity	Total	Yes	No
Alaska Native/American Indian	0	0	0
Asian/Pacific Islander	0	0	0
Black	158	23	135
White	67	14	53
Hispanic/Latino	54	12	42

No:	134
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Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	83
White	33
Hispanic/Latino	17

Description of Contraband:

Drugs:	209
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	127
White	43
Hispanic/Latino	39

Currency:	0
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	0
White	0
Hispanic/Latino	0

Weapons:	11
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	7
White	1
Hispanic/Latino	3

Alcohol:	55
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	31
White	10
Hispanic/Latino	14

Stolen Property:	7
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	2
White	4

Hispanic/Latino	1
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Other:	41
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Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	19
White	18
Hispanic/Latino	4

Result of Stop:

Verbal Warning:	4452
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Alaska Native/American Indian	12
Asian/Pacific Islander	91
Black	1494
White	2063
Hispanic/Latino	792

Written Warning:	827
-------------------------	------------

Alaska Native/American Indian	3
Asian/Pacific Islander	14
Black	283
White	399
Hispanic/Latino	128

Citation:	4327
------------------	-------------

Alaska Native/American Indian	8
Asian/Pacific Islander	81
Black	1864
White	1339
Hispanic/Latino	1035

Written Warning with Arrest:	29
-------------------------------------	-----------

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	14
White	9

Hispanic/Latino	5
-----------------	---

Citation and Arrest:	137
-----------------------------	------------

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	89
White	25
Hispanic/Latino	23

Arrest:	26
----------------	-----------

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	8
White	11
Hispanic/Latino	6

Arrest Based On:

Violation of Penal Code:	81
---------------------------------	-----------

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	44
White	21
Hispanic/Latino	15

Violation of Traffic Law:	5
----------------------------------	----------

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	2
White	2
Hispanic/Latino	1

Violation of City Ordinance:	2
-------------------------------------	----------

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	1
White	0

Hispanic/Latino	1
-----------------	---

Outstanding Warrant:	104
-----------------------------	------------

Alaska Native/American Indian	0
Asian/Pacific Islander	1
Black	64
White	22
Hispanic/Latino	17

Was Physical Force Resulting in Bodily Injury Used During the Stop?

Yes:	1
------	---

Alaska Native/American Indian	0
Asian/Pacific Islander	0
Black	1
White	0
Hispanic/Latino	0

No:	9797
-----	------

Alaska Native/American Indian	23
Asian/Pacific Islander	188
Black	3750
White	3847
Hispanic/Latino	1989

Number of Complaints of Racial Profiling:

Total: __2__

Resulted in Disciplinary Action: __0__

Did not result in Disciplinary Action: __2__

Submitted electronically to the



The Texas Commission on Law Enforcement

Crowley Police Department
Motor Vehicle Contacts
Statistical Analysis
January 1, 2023 to December 31, 2023



Traffic Stops by Race and Ethnicity

Race/Ethnicity	Contacts		Moving Violations		Equipment Violations		Violation of Law		Pre-Existing Knowledge	
	N	%	N	%	N	%	N	%	N	%
Alaska Native/ American Indian	23	0.23%	16	0.16%	6	0.06%	1	0.01%	0	0.00%
Asian/Pacific Islander	188	1.92%	113	1.15%	73	0.75%	2	0.02%	0	0.00%
Black	3751	38.28%	2171	22.16%	1446	14.76%	106	1.08%	28	0.29%
Hispanic/Latino	3847	39.26%	2298	23.45%	1434	14.64%	88	0.90%	27	0.28%
White	1989	20.30%	1229	12.54%	695	7.09%	57	0.58%	8	0.08%
TOTAL	9798		5827		3654		254		63	

Officer Knew Race/Ethnicity Before Stop	Count	%
Yes	44	0.45%
No	9754	99.55%
TOTAL	9798	

Total Contacts
9798

Traffic Stops by Gender and Race/Ethnicity

Gender	N	%
Male	5501	56.14%
Female	4297	43.86%
TOTAL	9798	

Race/Ethnicity	Male		Female	
	N	%	N	%
Alaska Native/ American Indian	15	0.23%	8	0.12%
Asian/Pacific Islander	119	1.82%	69	1.05%
Black	1969	30.07%	1782	27.21%
Hispanic/Latino	2145	32.76%	1702	25.99%
White	1253	19.14%	736	11.24%
TOTAL	5501		4297	

Traffic Stop Results by Race and Ethnicity

Race/Ethnicity	Citation		Written Warning		Verbal Warning		Citation/Arrest		Written Warning/Arrest		Verbal Warning/Arrest	
	N	%	N	%	N	%	N	%	N	%	N	%
Alaska Native/ American Indian	8	0.08%	3	0.03%	12	0.12%	0	0.00%	0	0.00%	0	0.00%
Asian/Pacific Islander	81	0.83%	14	0.14%	91	0.93%	0	0.00%	1	0.01%	1	0.01%
Black	1864	19.02%	283	2.89%	1494	15.25%	89	0.91%	14	0.14%	8	0.08%
Hispanic/Latino	1339	13.67%	399	4.07%	2063	21.06%	25	0.26%	9	0.09%	11	0.11%
White	1035	10.56%	128	1.31%	792	8.08%	23	0.23%	5	0.05%	6	0.06%
TOTAL	4327		827		4452		137		29		26	

Total Contacts
9798

Search Types by Race and Ethnicity

Race/Ethnicity	Consent		Plain view		Probable Cause		Inventory		Incident to Arrest		No Search	
	N	%	N	%	N	%	N	%	N	%	N	%
Alaska Native/ American Indian	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	23	0.35%
Asian/Pacific Islander	0	0.00%	0	0.00%	1	0.24%	0	0.00%	0	0.00%	187	2.81%
Black	11	2.66%	16	3.87%	188	45.52%	11	2.66%	15	3.63%	3510	52.77%
Hispanic/Latino	14	3.39%	7	1.69%	54	13.08%	6	1.45%	5	1.21%	3747	56.34%
White	4	0.97%	8	1.94%	68	16.46%	3	0.73%	2	0.48%	1918	28.84%
TOTAL	29		31		311		20		22		9385	

Total Number of Searches
413

Arrest Reasons by Type and Race/Ethnicity

Race/Ethnicity	Outstanding Warrant		Violation of Penal Code		Violation of Traffic Law		Violation of City Ordinance	
	N	%	N	%	N	%	N	%
Alaska Native/ American Indian	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Asian/Pacific Islander	1	0.52%	1	0.52%	0	0.00%	0	0.00%
Black	64	33.33%	44	22.92%	2	1.04%	1	0.52%
Hispanic/Latino	17	8.85%	15	7.81%	1	0.52%	1	0.52%
White	22	11.46%	21	10.94%	2	1.04%	0	0.00%
TOTAL	104		81		5		2	

Total Number of Arrests
192

Ethnic Population for Crowley, TX

TOTAL POPULATION: 19,478

US Census Bureau Estimates

White (Non-Hispanic or Latino)	54.8%
Black or African American	21.2%
Hispanic or Latino	32.5%
Asian/Pacific Islander	2.2%
Alaska Native/American Indian	0.4%
Multi-Racial	17.0%



CROWLEY POLICE DEPARTMENT

ANNUAL REPORT

2023

Kit Long, Chief of Police
617 West FM 1187, Crowley, Texas 76036
817-297-2276

Mission and Values

Our Mission

To improve the quality of life and safety of our citizens by building partnerships with the community. Together we will enhance community trust, reduce the fear of crime, preserve peace, and strive to maintain a safe environment for the City of Crowley.

Our Vision

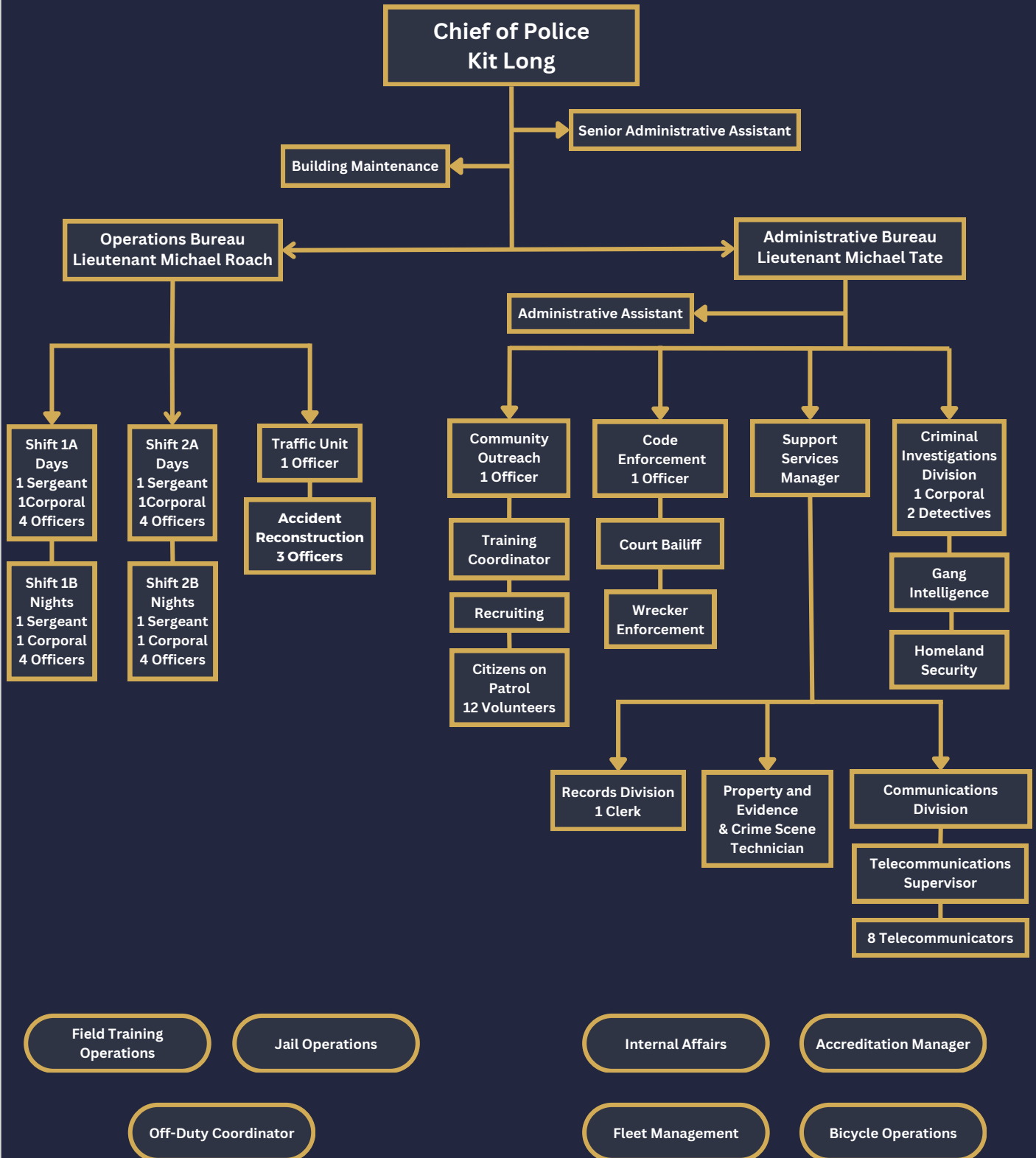
To be respected and trusted by all segments of the community so that we can be a positive driving force in making the City of Crowley the most livable community in North Texas

Our Values

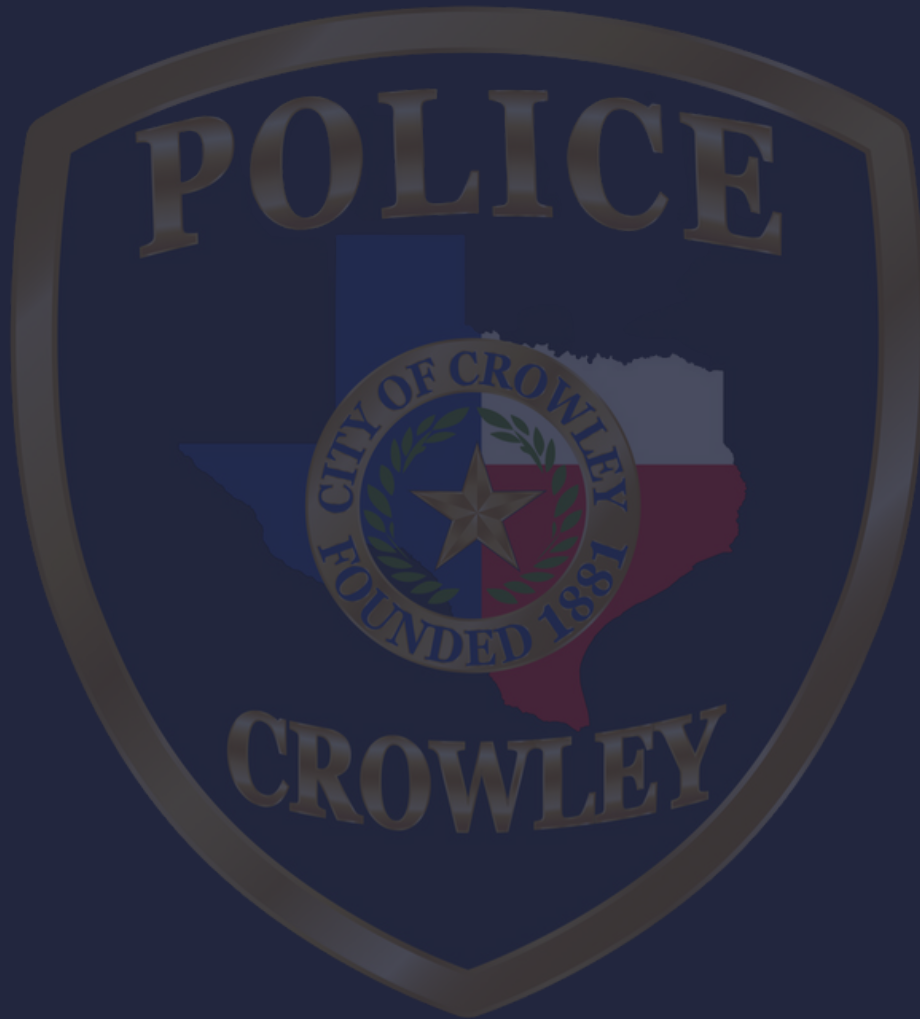
Honesty Integrity Honor Respect



Organizational Chart



Operations Bureau



LIEUTENANT MICHAEL ROACH
MROACH@CI.CROWLEY.TX.US
817-297-2276 EXT. 6203

Community Service and Response

TOTAL CALLS FOR SERVICE

2022	2023	% CHANGE
22,896	28,641	20.3%

00:10:16

AVG. RESPONSE TIMES TO
ALL CALLS FOR SERVICE

+57 Seconds from 2022

00:07:38

AVG. RESPONSE TIMES
TO PRIORITY 1 AND 2
CALLS

+4 Seconds from 2022

4,134

TOTAL WRITTEN
REPORTS COMPLETED

+22% from 2022

PROACTIVE POLICING

7,268

RESIDENCE CHECKS, PARK,
AND BUSINESS CHECKS

1,529

ALL OTHER OFFICER
INITIATED ACTIVITY

24

COMMUNITY EVENTS
ATTENDED

Crime Overview

Offenses	2021	2022	2023	% Change
Homicide	0	1	1	-
Assaultive Offenses	182	143	141	-1%
Sex-Related Offenses	17	16	10	-37%
Robbery	2	2	4	100%
Burglary	107	97	157	47%
Theft	176	189	268	34%
Vehicle Theft	23	20	36	57%
TOTAL	474	468	590	23%

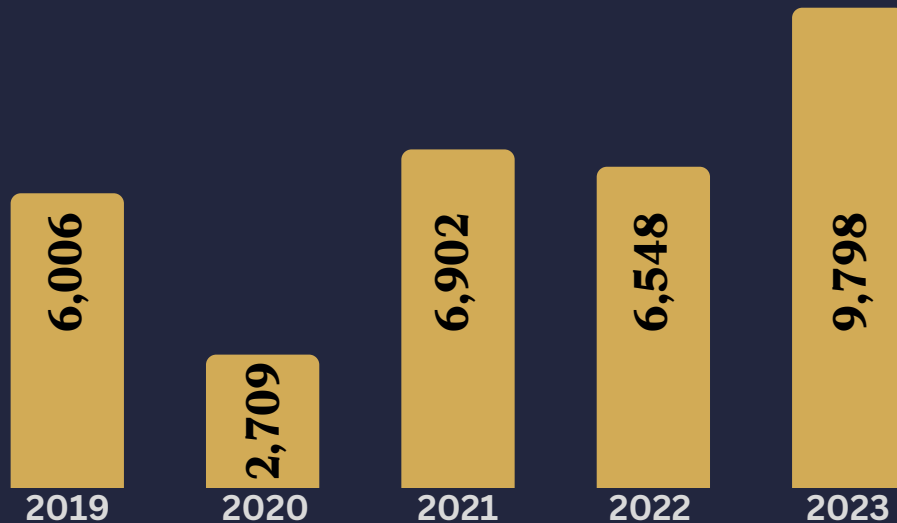
TOTAL ARRESTS MADE: 507



Crime Overview

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>% Change</u>
Family Violence	93	103	233	77%
Weapons Violation	16	28	32	13%
DWI/DUI	33	14	37	90%
Other Alcohol Related Offenses	18	17	8	-72%
Drug/Narcotic Violations	125	141	247	54%
Fraud/Forgery	119	93	88	-5%
Obscene Material/ Cyber Crime	7	1	8	155%
Vandalism	92	76	102	29%
Officer Assaults	1	7	5	-33%

Traffic Enforcement



4,464

TOTAL
CITATIONS

5,334

TOTAL
WARNINGS

**TRAFFIC UNIT
TOTALS**

2,126 CITATIONS

934 WARNINGS

2023 TOP FIVE CITED TRAFFIC VIOLATIONS

Speeding

No Insurance

Expired Vehicle Registration

No Driver License

Speeding in a School Zone



Traffic Crash Data

TOTAL CRASHES

241

157 Non-Injury Crashes

69 Injury Crashes

1 Fatality Crash



TOP PRIMARY COLLISION FACTORS:

FAIL TO YIELD RIGHT OF WAY- TURNING LEFT

FAILED TO YIELD RIGHT OF WAY- STOP SIGN

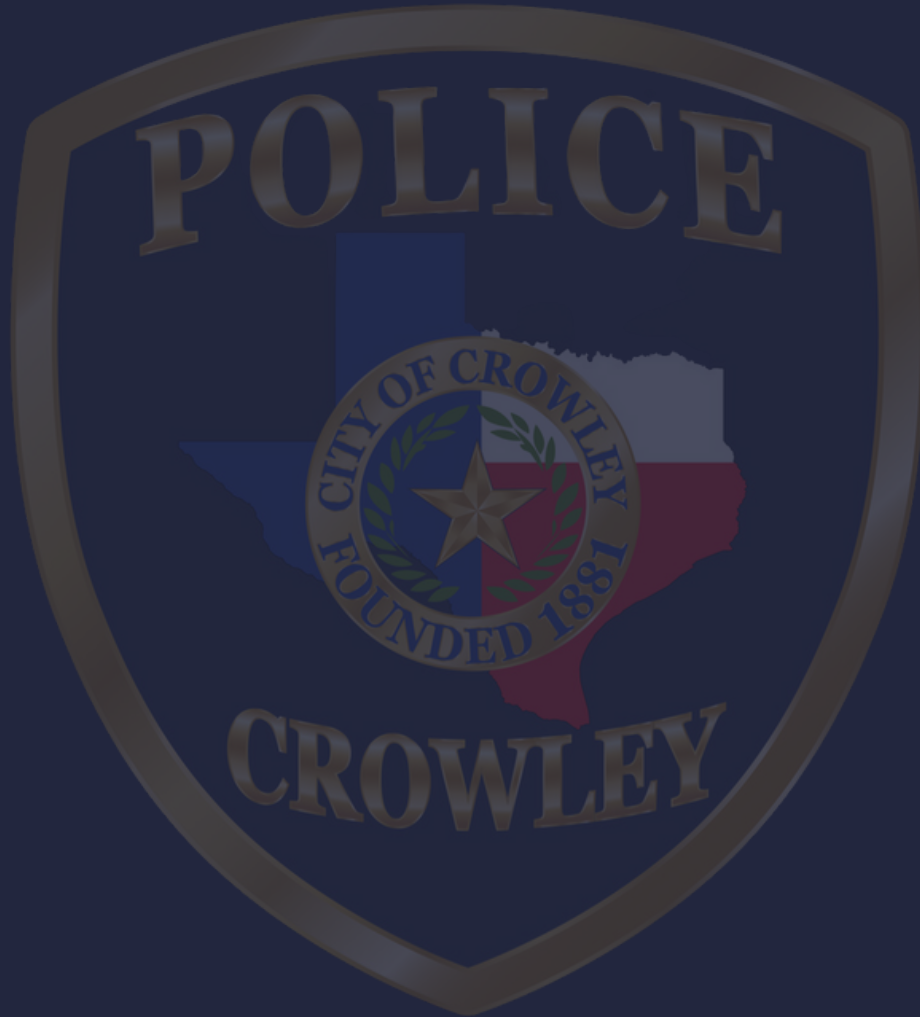
DISTRACTION IN VEHICLE

TURNED WHEN UNSAFE

UNSAFE LANE CHANGE

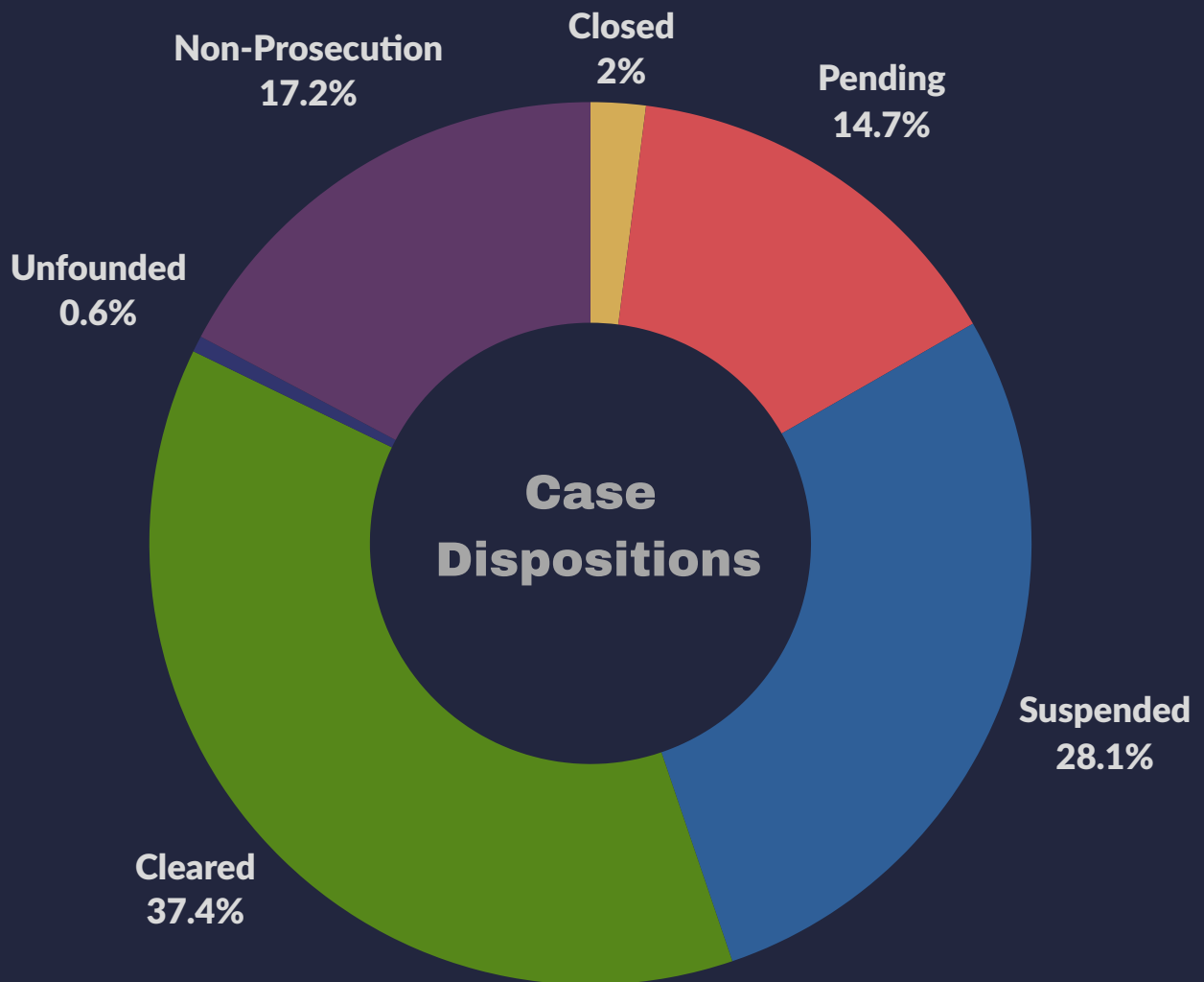


Administrative Bureau



LIEUTENANT MICHAEL TATE
MTATE@CI.CROWLEY.TX.US
817-297-2276 EXT. 6204

Criminal Investigations



2023

1,518

ASSIGNED CASES

Criminal Investigations

2,175

TOTAL
OFFENSES
INVESTIGATED

111

ARREST
WARRANTS
ISSUED

24

SEARCH
WARRANTS
EXECUTED

2,368

INVESTIGATIVE
SUPPLEMENT
REPORTS
COMPLETED

52

NCMEC*
REFERRALS

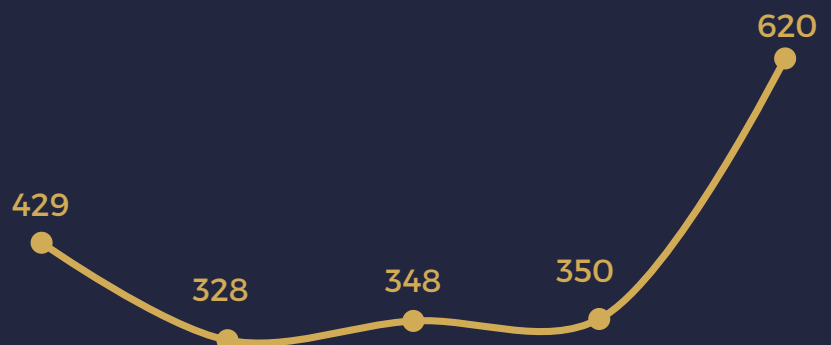
14

REGISTERED
SEX
OFFENDERS

76

CASES FILED
WITH THE
CITY
PROSECUTOR

Cases filed with District Attorneys Office
2019-2023

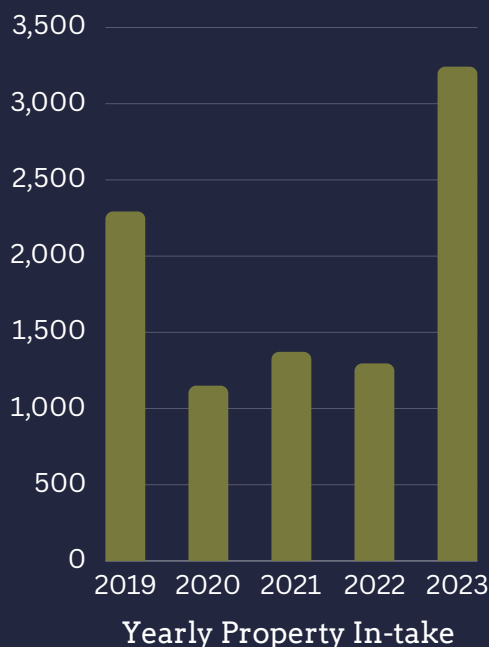
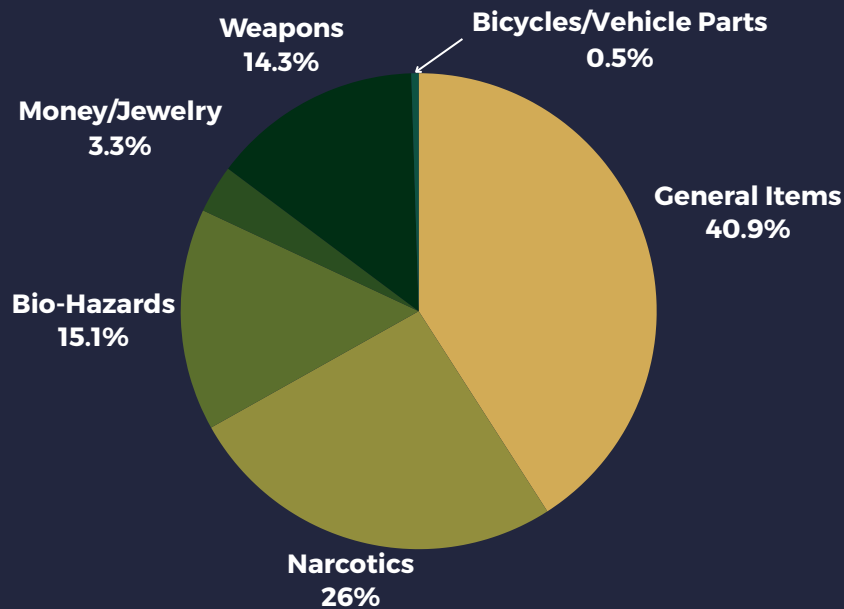


*National Center for Missing & Exploited Children



Property & Evidence

Property & Evidence Storage Composition



8,790

Number of Items
Secured in Property
& Evidence

4,191

Number of Items
Destroyed/Disposed
In Accordance with
State Law

Communications

IN-COMING CALLS:

*Includes Police and Fire

19,348

NON-
EMERGENCY

8,867

911

440

TEXT-TO-
911

PRIORITY 1 AND 2 CALLS:

2021	<u>2023</u>	2022
6,810	8,739	6,545

PRIORITY 3 CALLS:

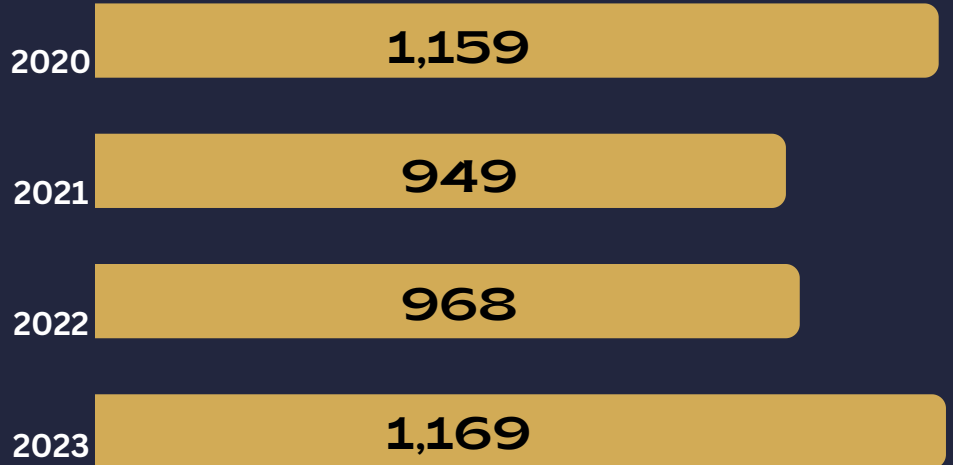
2021	<u>2023</u>	2022
506	450	414

PRIORITY 4 CALLS:

2021	<u>2023</u>	2022
1,416	1806	1,560

Records Division

Public Information Requests



1,169

INCIDENT REPORTS
PROCESSED

Current Alarm
Permits

619

Current Parking
Permits

197

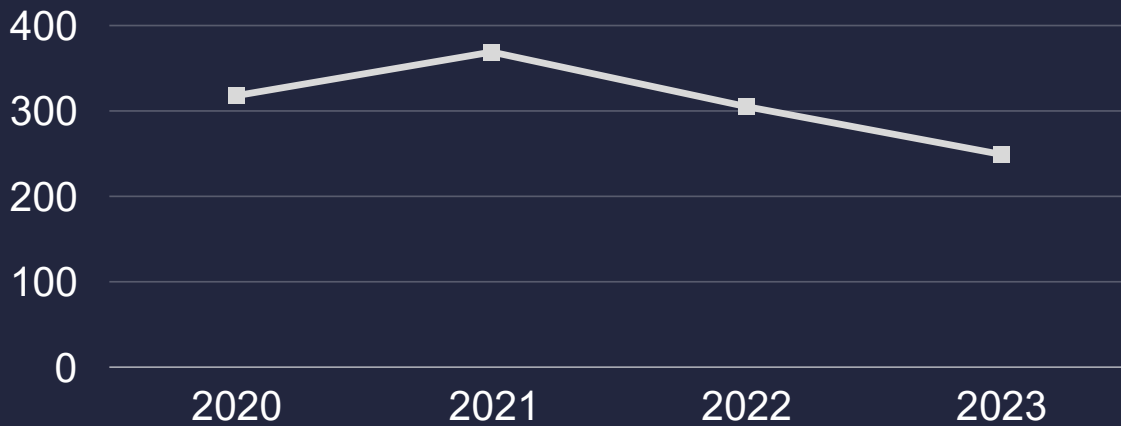
Citizen Fingerprints
Processed

118



Code Enforcement

Request Processed



1343

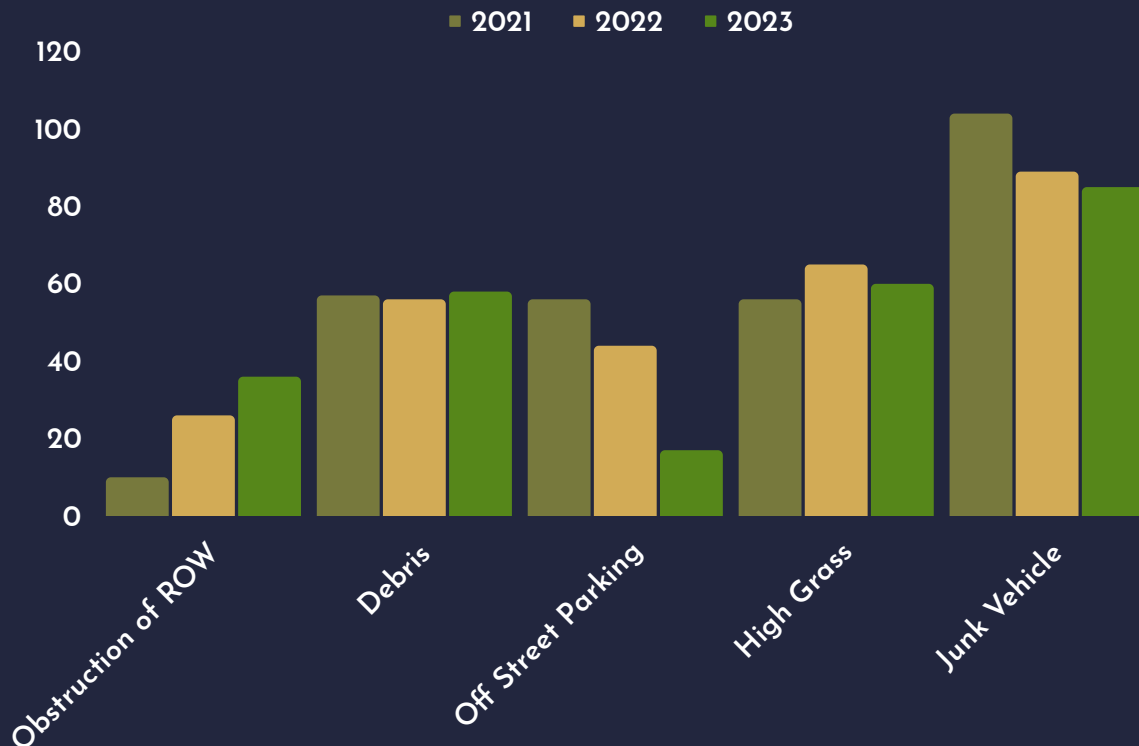
Total Number of
Calls For Service

222

Non-Code
Enforcement
Related Calls

617

Traffic Contacts

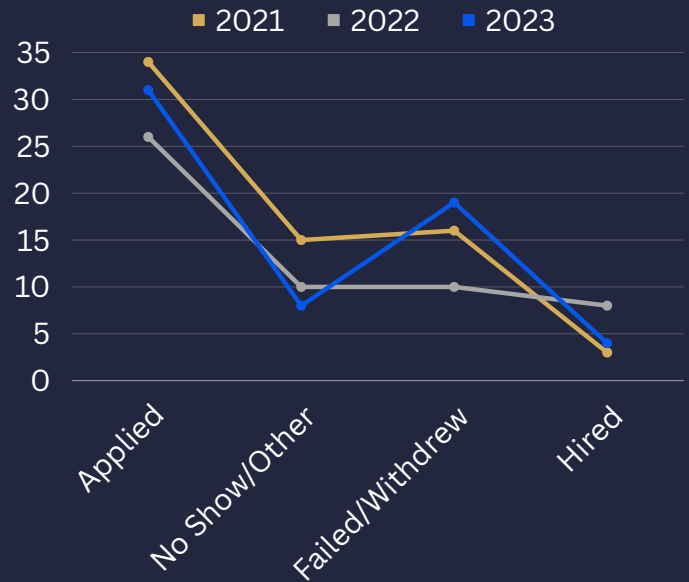


Recruiting

POLICE OFFICER

Total Applicants: 31

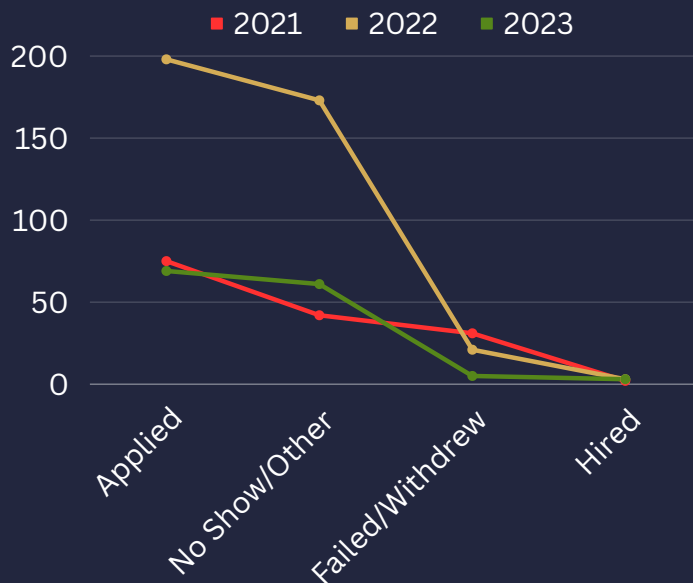
19% increase
from 2022



TELECOMMUNICATOR

Total Applicants: 69

65% decrease
from 2022



CIVILIAN APPLICANTS

Senior Administrative Assistant: 30

Code Enforcement: 27

Records Clerk: 43



Community Service and Outreach



- 14 Citizen on Patrol Members (COP)
- 656 volunteered hours



- Approximately 2000 in attendance
- Placed 17th in the nation with a population of 15,000 to 50,000



- 16 Boxes of medication collected
- 478 Pounds turned over to the DEA



- Approximately 175 children served
- 100 Bike helmets given out to those in need



- 11,200 Facebook Followers **8% ↑**
- 548,108 Page Reach **96% ↑**
- Audience: 72% Women, 27% Men

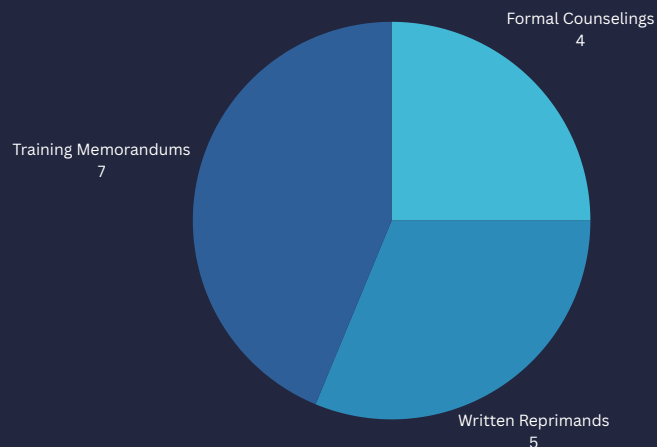


Professional Standards and Training

INTERNAL AFFAIRS INVESTIGATIONS

SUSTAINED: 1
NOT SUSTAINED: 0
UNFOUNDED: 0
EXONERATED: 0
POLICY FAILURE: 0
FALSE OR UNTRUE: 0

SUPERVISORY OVERVIEW

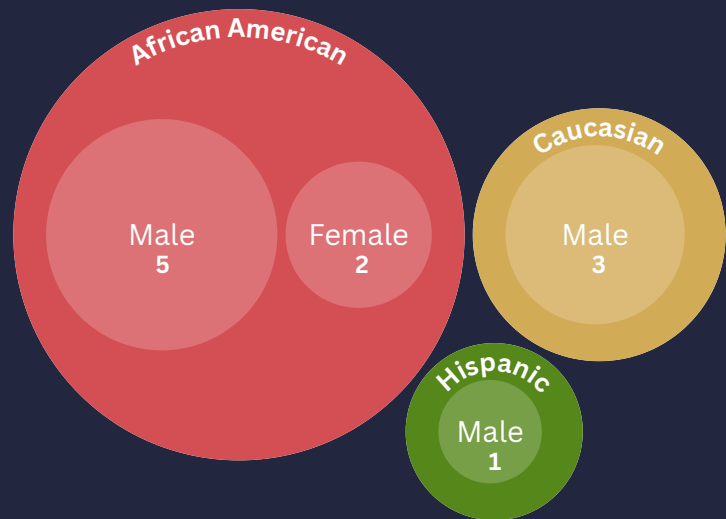


TRAINING HOURS COMPLETED: 4,068

Response to Resistance

11

TOTAL USE OF
FORCE CASES
IN 2023



Force Options Used

Physical Control: 9

Impacted Weapon: 0

Chemical Irritants: 0

Electronic Control Devices: 4

Deadly Force: 0

2023 In Review

- Recipient of \$46K Ballistic Shield Grant
- Attached an Investigator to Homeland Security Investigations Task Force
- Approval for a \$1.4 million dollar radio upgrade.
- Recipient of a \$500 TAPIET Grant
- Implementation of Parking Permit Program in target areas
- Joined the North Texas Internet Crimes Against Children (ICAC) Task Force
- Five department members are currently adjunct instructors for the TCC Police Academy.



2022 Annual Awards

Officer of the Year

David Bess

Telecommunicator of the Year

Misty Fimbrez

Civilian of the Year

Alexis McKinney

Jackie Wyatt

Rookie of the Year

Daniel Winchester

Supervisor of the Year

Michael Ashcraft

Volunteer of the Year

Roy Harrison

Community Service Citation

Josh White



Gone, But Never
Forgotten



James Michael Carpenter

End of Watch

February 13, 1979



City of Crowley, Texas Mayor and Council Agenda Report

PRESENTER:	Carol Konhauser City Secretary				MEETING DATE: February 1, 2024			
DEPARTMENT:	Administration				AGENDA ITEM: VII-2			
SUBJECT:	Discuss and consider adoption of Joint Resolution R02-2024-409 a Joint Resolution between the City of Crowley and the Crowley Independent School District Board of Trustees, to enter into an agreement to hold a joint election in precincts that can be served by common polling places and authorizing the Mayor to execute said agreement.							
COORDINATION:	Finance		City Sec		Comm Dev		PW	
	Dept Directo		HR		Comm Services		Other:	
	City Attorney		PD		FD		Other:	

BACKGROUND:

House Bill 1 (2006) requires School Districts hold joint elections where voters may and shall be served by a common polling place(s). The Texas Education Code 11.0581 requires:

Sec. 11.0581. JOINT ELECTIONS REQUIRED.

- a. An election for trustees of an independent school district shall be held on the same date as:
 1. the election for the members of the governing body of a municipality located in the school district; or
 2. the general election for state and county officers.
- b. Elections held on the same date as provided by Subsection (a) shall be held as a joint election under Chapter 271, Election Code.
- c. The voters of a joint election under this section shall be served by common polling places consistent with Section 271.003(b), Election Code.
- d. The board of trustees of an independent school district changing an election date to comply with this section shall adjust the terms of office of its members to conform to the new election date.

RECOMMENDATION:

Staff recommends approval of Resolution.

FINANCIAL INFORMATION:

The CISD will pay all costs associated with their election and split personnel compensation expenses. Additionally, the election allows for an organization to charge a 10% administrative fee in addition to the cost of holding an election which has been included in this contract.

ATTACHMENTS:

1. Resolution

CITY OF CROWLEY RESOLUTION NO. R02-2024-409

**CROWLEY INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES RESOLUTION NO. _____**

A JOINT RESOLUTION BETWEEN THE CITY OF CROWLEY AND THE CROWLEY INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES, CROWLEY, TEXAS, TO ENTER INTO AN AGREEMENT TO HOLD A JOINT ELECTION IN PRECINCTS THAT CAN BE SERVED BY COMMON POLLING PLACES.

WHEREAS, the City of Crowley - Tarrant and Johnson County (the "City") and Crowley Independent School District - Johnson County (the "District") are required to conduct elections annually on the May uniform election date; and

WHEREAS, Section 271.002, of the Texas Election Code authorizes governing bodies of political subdivisions to enter into agreements to hold joint elections in election precincts that can be served by common polling places; and

WHEREAS, Section 11.0581 of the Texas Education Code requires school districts to hold elections on the same date as either the election for the members of the governing body of a municipality located in the school district or the general election for state and county officers and to hold such elections jointly; and

WHEREAS, it is deemed to be in the best interest of the citizens residing in both of the political subdivisions to have a joint election on May 4, 2024, pursuant to the above cited provisions of the Election Code; and

WHEREAS, the City has expressed its willingness to hold its May 4, 2024 election jointly with the District.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS AND THE BOARD OF TRUSTEES OF THE CROWLEY INDEPENDENT SCHOOL DISTRICT; THAT

Section 1.

The said Joint Election Agreement (Exhibit "A") for election services shall be deemed an agreement authorized by this Resolution between the City of Crowley (the "City") and the Crowley Independent School District (the "District") for the purpose of conducting an election on May 4, 2024, and that both entities desire and are eligible to conduct a joint election.

Section 2.

This Resolution shall become effective from and after its passage by the City and the District.

PASSED AND APPROVED ON THIS _____ **day of** _____, 2024 **by the Crowley City Council.**

ATTEST:

Billy P. Davis
Mayor, City of Crowley

Carol C. Konhauser
City Secretary, City of Crowley

PASSED AND APPROVED ON THIS _____ day of _____, 2024 by the Crowley
Independent School District Board of Trustees.

La Tonya Woodson, PhD, President
Board of Education
Crowley Independent School District

ATTEST:

_____, Secretary
Board of Education
Crowley Independent School District

JOINT ELECTION AGREEMENT
BETWEEN
CITY OF CROWLEY, TEXAS
AND
CROWLEY INDEPENDENT SCHOOL DISTRICT

This Agreement made by and between the City of Crowley, Texas, hereinafter referred to as the "City" and Crowley Independent School District, a political subdivision organized under the school laws of the State of Texas, hereinafter referred to as the "District" and by the authority of Section 11.0581 of the Texas Education Code and Section 271.002 of the Texas Election Code for the conduct and supervision of the Districts election for the election of its trustees.

I. RECITALS

The Texas Education Code § 11.0581 requires that a joint election be held on the same date as the municipality's election or the general election.

The District anticipates holding an election for the purpose of electing trustees of the District on May 4, 2024. The City anticipates holding an election for the purpose of electing City officials on May 4, 2024. Therefore, the District desires and requests to hold a joint election with the City.

II. VOTING SYSTEM

The City utilizes paper ballots in conjunction with the Election Systems and Software (ES&S) Model M100 Ballot Scanner and the ES&S Automark Ballot Marker (ADA compliant) approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended. The Automark Ballot Marker is compliant with the accessibility requirements for persons with disabilities set forth by the Texas Election Code Section 61.012. The City owns the M100 Ballot Scanners and contracts with Johnson County Elections Office to lease the ES&S Automark Ballot Marker.

III. DUTIES AND SERVICES OF THE ELECTION ADMINSTRATOR

The City Secretary performs Election Administrator duties for the City of Crowley municipal election. The City agrees to coordinate, supervise, and conduct a Joint Election with the District on May 4, 2024, for the registered voters of Johnson County, Texas, residing within the district in accordance with the provisions of the Texas Election Code and as outlined in this agreement.

The City's Election Administrator shall perform the following duties and shall furnish the following services and equipment:

a. The Election Administrator shall arrange for appointment, notification, training, and compensation of all presiding judges, alternate judges, Central Counting Station personnel, Early Voting Ballot Board personnel and election clerks.

1. The Election Administrator shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge of their appointment. The Election Administrator will determine the necessary number of clerks to work the Early Voting Ballot Board and Central Counting Station.

2. The Election Administrator will design a training program and ensure all election judges and clerks complete the required training instruction (dates to be determined).

3. The Election Administrator shall compensate each election judge and worker. Each judge shall receive \$14.00 per hour for services rendered. Each alternate judge shall receive \$13.00 for services rendered. Each clerk shall receive \$12.00 per hour for services rendered. A work week is Saturday at 12:00 am thru Friday 11:59 pm. Judges will be compensated \$25.00 for pick-up and delivery of any supplies as needed.

b. The Election Administrator shall procure, prepare, and distribute voting machines, election kits and election supplies.

1. The Election Administrator is responsible for procuring election kits which include the legal documentation required to hold an election and all necessary supplies such as locks, pens, markers, tape, etc.

2. The Election Administrator shall secure all tables, chairs, and legal documentation required to run the Early Voting Ballot Board and Central Counting Station.

3. The Election Administrator will coordinate with the appropriate county offices to obtain lists of registered voters required for use during Early Voting and on Election Day.

4. The Election Administrator shall procure and arrange for the distribution of all election equipment required to hold an election to include ADA compliant equipment.

5. The Election Administrator shall arrange for the printing of ballots and programming of data cards for use with the electronic voting systems.

c. The Election Administrator will be appointed the Early Voting Clerk by the City and the District.

1. The Early Voting Clerk shall supervise and conduct Early Voting by mail and in person and shall secure personnel to serve as Early Voting Deputies as required.

2. Early Voting by personal appearance for the City and the District's May 4, 2024, Joint General Election shall be conducted during the time period and at the location listed in Section V, *Voting Times and Locations*, of this agreement.

3. All applications for an Early Voting mail ballots shall be received and processed by the respective County Elections Administration Office located at the below addresses:



Tarrant County (USPS):
Tarrant County Elections
P.O Box 961011
Fort Worth, TX 76161

(Express Courier)
Tarrant County Elections
2700 Premier St
Fort Worth, TX 76111

Tarrant County Fax: (817) 831-6118

Tarrant County Email: votebymail@tarrantcounty.com



Johnson County
Johnson County Elections Office
103 S Walnut St
Cleburne TX 76033

Johnson County Email: vote@johnsoncountytexas.org



4. Applications for mail ballots erroneously mailed to the City or District shall immediately be forwarded to the appropriate County Elections Office for processing.
5. All Early Voting ballots (cast by mail and those cast by personal appearance) shall be prepared for count by the Early Voting Ballot Board in accordance with Section 87.000 of the Texas Election Code.
- d. The Election Administrator shall arrange for the use and set-up of the designated voting, ballot board and central counting station locations.
- e. The Election Administrator will ensure the Public Logic and Accuracy Tests of the electronic voting systems are conducted as required by the Texas Election Code and Texas Administrative Code. Notices of Public Logic and Accuracy Tests will be published in a newspaper of local circulation and provided to the District for posting.
- f. The Election Administrator shall serve as the Central Counting Station Manager and is responsible for appointing the Tabulation Supervisor and Central Counting Station Judge. The Central Counting Station Manager will establish and operate the Central Counting Station in accordance with Chapter 127 of the Texas Election Code.
- g. The Election Administrator shall prepare the unofficial canvas report after all ballots have been counted and will provide a copy of the unofficial canvas to the District as soon as possible after all returns have been tallied.
- h. The Election Administrator will prepare the following election records to be returned to the District no later than 12:00 p.m., the Monday following Election Day: (1) Return Sheet from each polling location and for early voting, showing the number of votes received by each candidate and the total number of voters; (2) copy of the Combination Form (Poll List/Signature Roster) from each polling location, and for early voting.
- i. The Election Administrator shall be appointed the custodian of all election records and material and will retain such records as required by the Texas Election Code.

IV. DUTIES AND SERVICES OF THE DISTRICT

The District shall assume the following responsibilities:

- a. The District shall prepare the districts election orders, resolutions, notices, official canvass and other pertinent documents for adoption by the CISD Board of Trustees. The District assumes the responsibility of posting and publishing all notices and likewise promoting the schedules for Early Voting and Election Day.

- b. The District shall post notice of deadline to file applications, process district applications, and certify candidates.
- c. The District shall be responsible for conducting the drawing to determine the order in which names of candidates are to be printed on the ballot.
- d. The District shall provide the City with the ballot layout in a Microsoft Word document showing the order and the exact manner in which the candidates and any measures are to appear on the official ballot along with any required translations. The District will be required to approve the ballot prior to final printing. Sample ballots will be provided to the District for posting.
- e. The District will be responsible for canvassing the official results between the 3rd and 11th day following the election.

V. VOTING TIMES AND LOCATIONS

The polling place for the City of Crowley Municipal Election and the Crowley Independent School District, Johnson County voters will be **Crouch Event Center in Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036**. This will be the location for both Early Voting and Election Day Voting.

Early voting by personal appearance shall be conducted between the hours of 8:00 a.m. until 5:00 p.m. on each day which is not a Saturday or Sunday, or an official State or Federal Holiday, beginning on Monday, April 22, 2024, and continuing through Tuesday, April 30, 2024 with expanded hours of 7:00 a.m. to 7:00 p.m. on Monday, April 29, 2024 and Tuesday, April 30, 2024. Early Voting by personal appearance shall be at the **Crouch Event Center in Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036**. Applications for early voting by mail shall be delivered or mailed to the respective county election offices listed above, not earlier than Monday, January 1, 2024, and not later than the close of business on Tuesday, April 23, 2024, regardless of method of delivery.

VI. PAYMENT FOR ELECTIONS SERVICES

In consideration for the services and expenses provided by the City for conducting election services, the City shall be reimbursed as follows:

- a. **Joint Election - City of Crowley and Crowley Independent School District jointly hold an election.** The District agrees to reimburse the City for the expenses as outlined in Exhibit B, *Estimated Cost if Holding a Joint Election*. The participating authorities agree to equally share the costs of administering the joint election where feasible. The City agrees to furnish the District with a detailed cost estimate of election expenses, within 10 business days following Election Day. A final expense invoice will be determined within 30 calendar days after the election and sent to the District. It is agreed that the final invoice total will be remitted to the City no later than thirty (30) days after receipt of the final invoice.
- b. **District Election Only - City of Crowley Election cancelled.** The District agrees to reimburse the City for the expenses as outlined in Exhibit C, *Estimated Cost if City Municipal Election is Cancelled*. The participating authorities agree the District will be responsible for 100 percent of the costs of administering the election for the Crowley Independent School District. The City agrees to furnish the District with a detailed cost estimate of election expenses, within 10 business days following Election Day. A final expense invoice will be determined within 30 calendar days after the election and sent to the District. It is agreed that the final invoice total will be remitted to the City no later than thirty (30) days after receipt of the final invoice.

c. **Run Off Election.** The District elects board members based on plurality votes. Therefore, a District run-off election will not be required. If the City requires a run-off election, the costs associated with such election will be the sole responsibility of the City.

d. **Termination of District Election.** In the event the District cancels an election due to all candidates being unopposed, this agreement will be terminated and the District will be responsible for any election expenses incurred prior to cancellation.

APPROVED AND AGREED TO BY THE CROWLEY CITY COUNCIL ON THE
_____ DAY OF _____, 2024.

ATTEST:

Billy P. Davis
Mayor, City of Crowley

Carol C. Konhauser
City Secretary, City of Crowley

APPROVED AS TO FORM:

Rob Allibon
Attorney, City of Crowley

ACCEPTED AND AGREED TO BY THE CROWLEY INDEPENDENT SCHOOL
DISTRICT BOARD OF TRUSTEES ON THIS ____ DAY OF _____, 20 ____.

La Tonya Woodson, PhD, President
Board of Education
Crowley Independent School District

ATTEST:

Nedra Robinson, Secretary
Board of Education
Crowley Independent School District

Estimated Cost if Holding a Joint Election

Voting Equipment			Estimated		Actual
	Rental M100 Optical Scanner (1 EV and 1 Election Day)		\$ 250.00		\$ -
Shared	Rental ES&S Auto Mark for HAVA		\$ 175.00		\$ -
Some costs Shared	Programming charges for data cards (M100 and Automark) and shipping		\$ 1,100.00		
Charged cost per number of ballots ordered	Ballot Layout and Printing (700 ballots)		\$ 150.00		
Shared	Public Logic and Accuracy Testing (\$15.00 x 2 hrs x 2 people)		\$ 30.00		
Shared	Publish Notice of Logic and Accuracy Testing		\$ 42.00		
Shared	Pick-up and return Automark (2 trips x \$25.00 each)		\$ 25.00		
No Charge	Building Rental (\$10.00 x 2 days x 14 hrs)		\$ -		
Ballot Board/Counting Station Personnel Expenses			Estimated		Actual
Shared	Ballot Board Judge (\$13.00 x 6 hrs x 1 judge)		\$ 39.00		
Shared	Ballot Board Personnel (\$11.00 x 5 hrs x 6 clerks)		\$ 165.00		
Shared	Preparation of Supplies and Ballots - (\$30.00 x 10 hr x 1 personnel)		\$ 150.00		
Shared	Central Counting Station Manager (\$30.00 x 6 hr x 1 personnel)		\$ 90.00		
Shared	Central Counting Station Personnel (\$12.00 x 6 hr x 6 clerks)		\$ 216.00		
Shared	Police Chief Key Delivery (\$40 x 1 hr x 1 PD Chief)		\$ 20.00		
Early Voting and Election Day Expenses			Estimated		Actual
Shared	Early Voting Kit		\$ 42.00		
Charged per mailed ballot	Ballot by Mail Kits (20 each @ \$2.00)		\$ 40.00		
Shared	Early Voting Judge (\$13.00 x 75 hrs x 1 judge)		\$ 487.50		
Shared	Early Voting Alt Judge (\$12.00 x 75 hrs x 1 Alt Judge)		\$ 450.00		
Shared	Early Voting Translator (\$12.00 x 75 hrs x 1 Translator)		\$ 450.00		
Shared	Early Voting Clerks (\$11.00 x 75 hrs x 2 clerks)		\$ 825.00		
	Election Day Voting Kit		\$ 42.00		
Shared	Election Day Judge (\$13.00 x 15 hrs x 1 judge)		\$ 97.50		
Shared	Election Day Alt Judge (\$12.00 x 15 hrs x 1 alt judge)		\$ 90.00		

Shared	Election Day Translator (\$12.00 x 15 hrs x 1 Translator)		\$ 90.00		
Shared	Election Day Clerks (\$11.00 x 15 hrs x 2 clerks)		\$ 165.00		
Shared	Supplies: Toner, seals, pens, paper, etc		\$ 50.00		
	SUBTOTAL		\$ 5,281.00		
Administrative Fee			Estimated		Actual
	10% of Subtotal		\$ 528.10		
	TOTAL COSTS		\$ 5,809.10		

Estimated Cost if City Municipal Election is Cancelled

Voting Equipment			Estimated		Actual
	Rental M100 Optical Scanner (1 EV and 1 Election Day)		\$ 250.00		\$ -
	Rental ES&S Auto Mark for HAVA		\$ 350.00		\$ -
	Programming charges for data cards (M100 and Automark) and shipping		\$ 1,275.00		
Charged cost per number of ballots ordered	Ballot Layout and Printing (700 ballots)		\$ 150.00		
	Public Logic and Accuracy Testing (2 hrs x 2 people @ \$15.00 hr)		\$ 60.00		
	Publish Notice of Logic and Accuracy Testing		\$ 85.00		
	Pick-up and return Automark (2 trips x \$25.00 each)		\$ 50.00		
	Building Rental (\$10.00 x 1 days x 14 hrs) <i>Days City Hall is not open</i>		\$ 140.00		
Ballot Board/Counting Station Personnel Expenses			Estimated		Actual
	Ballot Board Judge (\$13.00 x 6 hrs x 1 judge)		\$ 78.00		
	Ballot Board Personnel (\$11.00 x 5 hrs x 6 clerks)		\$ 330.00		
	Preparation of Supplies and Ballots - (\$30.00 x 10 hr x 1 personnel)		\$ 300.00		
	Central Counting Station Manager (\$30.00 x 6 hr x 1 personnel)		\$ 180.00		
	Central Counting Station Personnel (\$12.00 x 6 hr x 6 clerks)		\$ 432.00		
	Police Chief Key Delivery (\$40 x 1 hr x 1 PD Chief)		\$ 40.00		
Early Voting and Election Day Expenses			Estimated		Actual
	Early Voting Kit		\$ 42.00		
Charged per mailed ballot	Ballot by Mail Kits (20 each @ \$2.00)		\$ 40.00		
	Early Voting Judge (\$13.00 x 75 hrs x 1 judge)		\$ 975.00		
	Early Voting Alt Judge (\$12.00 x 75 hrs x 1 Alt Judge)		\$ 900.00		
	Early Voting Translator (\$12.00 x 75 hrs x 1 Translator)		\$ 900.00		
	Early Voting Clerks (\$11.00 x 75 hrs x 1 clerks)		\$ 825.00		
	Election Day Voting Kit		\$ 42.00		
	Election Day Judge (\$13.00 x 15 hrs x 1 judge)		\$ 195.00		
	Election Day Alt Judge (\$12.00 x 15 hrs x 1 alt judge)		\$ 180.00		
	Election Day Translator (\$12.00 x 15 hrs x 1 Translator)		\$ 180.00		

	Election Day Clerks (\$11.00 x 15 hrs x 1 clerks)		\$ 165.00		
	Supplies: Toner, seals, pens, paper, etc		\$ 100.00		
	SUBTOTAL		\$ 8,264.00		
Administrative Fee			Estimated		Actual
	10% of Subtotal		\$ 826.40		
	TOTAL COSTS		\$ 9,090.40		



City of Crowley, Texas Mayor and Council Agenda Report

PRESENTER:	Carol Konhauser City Secretary				MEETING DATE: February 1, 2024			
DEPARTMENT:	Administration				AGENDA ITEM: VII-3			
SUBJECT:	Discuss and consider adoption of Ordinance 02-2024-516 an ordinance of the City Council of the City of Crowley, Texas, Ordering a General Election to be held on May 04, 2024; appointing an election judge and alternate judge, designating location of polling place; providing for dates; prescribing the hours; providing for an early voting ballot board; providing for the posting and publication of notice; and providing an effective date and authorize the Mayor to execute the Notice of Election.							
COORDINATION:	Finance		City Sec		Comm Dev		PW	
	Dept Directo		HR		Comm Services		Other:	
	City Attorney		PD		FD		Other:	

BACKGROUND:

Passage of Ordinance 02-2024-516, will order the general election to elect City Council Place 1, and City Council Place 4 and authorize the Mayor to execute the Notice of Election for a General Election. The Notice of General Election will be posted and published in English, Spanish and Vietnamese. This notice describes the nature and date of the election; location and hours of the polling places; location, date and hours for early voting as prescribed by the Texas Secretary of State.

Additionally, the City will be conducting the Crowley ISD (Johnson County) Election; The CISD will pay all costs associated with their election and split personnel compensation costs.

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RECOMMENDATION:

Staff recommends adoption of Ordinance 02-2024-516 ordering the general election and authorizing the Mayor to execute the Notice of Election.

FINANCIAL INFORMATION:

The last joint election was held in 2021; the total cost for conducting the joint 2021 General Election with the CISD was \$13,765.06. The City's portion of the election was \$6,953.07 and the CISD paid \$6,811.99. The total cost of the 2023 Special Election was \$9218.68

ATTACHMENTS:

1. Ordinance
2. Election Order
3. Notice of Election

ORDINANCE NO. 02-2024-516

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CROWLEY, TEXAS, CALLING FOR AND ORDERING A JOINT GENERAL ELECTION TO BE HELD ON MAY 4, 2024; APPOINTING AN ELECTION ADMINISTRATOR, VOTING CLERK, ELECTION JUDGE AND ALTERNATE ELECTION JUDGE; DESIGNATING THE LOCATION OF POLLING PLACE; PROVIDING FOR DATES; PRESCRIBING THE HOURS; PROVIDING FOR AN EARLY VOTING BALLOT BOARD; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; 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 general election for City Council members of the City of Crowley is required to be held on May 4, 2024, at which time the voters will elect persons to fill the positions of City Council Place 1 and City Council Place 4; and

WHEREAS, pursuant to the City Charter as amended in 2013 the offices of the Mayor and Council Members are for 3-year terms, and

WHEREAS, it is the intention of the City Council to designate polling places for the election, to appoint the necessary election officers, and to establish and set for the procedures for conducting the election; and

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

Section 1. General Election Called. An election is hereby called to elect for the positions of, City Council Place 1 and City Council Place 4 to serve a three (3) year term from May 2024 until May of 2027 or until their successors are duly elected and qualified. The election shall be held on May 4, 2024 between the hours of 7:00 a.m. and 7:00 p.m. at locations set forth in the Notice of Election.

Section 2. Joint Election Agreements Approved. The Joint Election Agreement for the Coordination of the Crowley Independent School District (CISD) General Election for JOHNSON COUNTY VOTERS with the City of Crowley (the “Joint Election Agreement”) attached hereto as Exhibit “A” and incorporated herein for all purposes is hereby approved; and the Mayor is authorized to execute the Joint Election Agreement. In the event of conflict between this Ordinance and the Joint Election Agreement, the Joint Election Agreement shall take precedence.

Section 3. Application for Place on Ballot. Qualified persons may file as candidates for the general election by filing applications in the office of the City Secretary, Monday- Friday from 8:00 a.m. to 5:00 p.m., starting January 17, 2024 and ending February 16, 2024.

Section 4. Appointment of Election Administrator and Voting Clerk. For both Tarrant County and Johnson County Voters, Carol Konhauser, City Secretary, (“Elections Administrator”)

is hereby designated as the Voting Clerk for both Early Voting and Election Day Voting, and she may appoint the necessary deputy clerks as required.

Section 5. Appointment of Election Judge and Alternate Election Judge. The following named individuals are hereby appointed to serve as election officer for the Election and Early Voting Ballot Board for the May 4, 2024 General Election:

Presiding Election Judge
Alternate Presiding Judge/Clerk

Theresa Freihage
Santa Gutierrez and Joe Horn

Section 6. Early Voting.

a. **Early voting by personal appearance.** The location for early voting shall be, for both Tarrant County and Johnson County, City of Crowley voters and Johnson County, Crowley Independent School District voters:

Crouch Event Center in Bicentennial Park
900 E Glendale St
Crowley TX 76036

Early voting by personal appearance shall commence April 22, 2024 and end on April 30, 2024 during the below listed hours.

Monday, April 22, 2024	8:00 a.m. until 5:00 p.m.
Tuesday, April 23, 2024	8:00 a.m. until 5:00 p.m.
Wednesday, April 24, 2024	8:00 a.m. until 5:00 p.m.
Thursday, April 25, 2024	8:00 a.m. until 5:00 p.m.
Friday, April 26, 2024	8:00 a.m. until 5:00 p.m.
Monday, April 29, 2024	7:00 a.m. until 7:00 p.m.
Tuesday, April 30, 2024	7:00 a.m. until 7:00 p.m.

b. **Early voting - *Ballot to be Voted by Mail.*** Applications for ballot to be voted by mail may be delivered to the respective County Elections Administrator by **US Postal Service, common or contract carrier, telephonic facsimile machine, email or in person**, not later than close of business on Tuesday, **April 23, 2024**.



Tarrant County (USPS):
Tarrant County Elections
P.O Box 961011
Fort Worth, TX 76161

(Express Courier)
Tarrant County Elections
2700 Premier St
Fort Worth, TX 76111

Tarrant County Fax: (817) 831-6118
Tarrant County Email: votebymail@tarrantcounty.com



Johnson County
Johnson County Elections Office
103 S Walnut St
Cleburne TX 76033

Johnson County Email: vote@johnsoncountytexas.org

Ballots to be voted by mail will be mailed to voters not later than the seventh (7) calendar day after verification by the voting clerk or the date the ballots become available for mailing, whichever occurs later.

The voting clerk must physically receive marked ballots by the last mail delivery on Election Day which is Saturday, May 4, 2024. If the ballot is being mailed from outside of the US, the ballot must be received by the last mail delivery on the fifth (5th) calendar day following the election which would be Thursday, May 9, 2024. Marked ballots may also be delivered in person **ONLY** on Election Day, May 4, 2024, while polls are open.

c. **Early voting Ballot Board.** Early voting, both by personal appearance and by mail shall be canvassed by the Early Voting Ballot Board which is hereby created. The Presiding Election Judge and Alternate Presiding Election Judge, appointed herein, shall serve as the presiding officer and alternate presiding officer, respectively, of the Early Voting Ballot Board. The other election officers serving at the election shall serve as the other members of the Early Voting Ballot Board.

Section 7. Method of Voting. The City Secretary is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct the Election, in accordance with this Ordinance. Early Voting by personal appearance and Election Day voting shall be conducted by using the M100 Optical Scan Voting System or AutoMark Accessibility Unit and shall be conducted in accordance with the Election Code.

Section 8. Governing Law and Qualified Voters. The election shall be held in accordance with the Constitution of the State of Texas and the Texas Election Code, and all resident qualified voters of the City shall be eligible to vote at the election.

Section 9. Publication and Posting of Notice of Election. Notice of the election shall be given as required by the Texas Election Code.

Section 10. Delivery of Returns. Immediately after the closing of the polls on the day of the election, the election officers named in this ordinance shall make and deliver the returns of the election in accordance with the Texas Election Code.

Section 11. Submissions to the Texas Secretary of State or United States Justice Department. The City Secretary of the City of Crowley or her designee is authorized to make such submissions as are necessary to the Texas Secretary of State or the United States Justice Department, if any, to seek pre-clearance for any changes in voting practices.

Section 12. Necessary Actions. The Mayor and the City Secretary of the City, in consultation with the City Attorney are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code in carrying out and conducting the election, whether or not expressly authorized herein.

Section 13. Effective Date. This ordinance shall be effective upon its adoption.

(Signatures on next page)

PASSED AND APPROVED ON THIS ____ DAY OF _____, 2024.

CITY OF CROWLEY, TEXAS

Billy P. Davis
MAYOR

ATTEST:

Carol C. Konhauser
CITY SECRETARY

APPROVED AS TO FORM:

Rob Allibon
CITY ATTORNEY

ORDER OF ELECTION FOR MUNICIPALITIES
(ORDEN DE ELECCION PARA MUNICIPIOS)
(Lệnh bầu cử cho các thành phố)

An election is hereby ordered to be held on May 4, 2024, from 7:00 a.m. to 7:00 p.m. for the purpose of conducting a General Election to elect City Council Place 1 and City Council Place 4.

(Por la presente se ordena la celebración de elecciones el 4 de mayo de 2024, de 7:00 a.m. a 7:00 p.m. con el propósito de llevar a cabo una Elección General para elegir el Puesto 1 del Concejo Municipal y el Puesto 4 del Concejo Municipal.)
(Một cuộc bầu cử theo đây được lệnh tổ chức vào ngày 5 tháng 5 năm 2024, từ 7:00 sáng đến 7:00 tối. cho mục đích tiến hành Tổng tuyển cử để bầu Vị trí số 1 và Vị trí số 4 của Hội đồng Thành phố.)

Early Voting by personal appearance for City of Crowley, Tarrant County and Johnson County voters will be conducted each weekday between April 22, 2024 through April 30, 2024 at the Crouch Event Center in Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 as follows:

(La votación en adelantada en persona para los votantes de la Ciudad de Crowley y los Condados de Tarrant y Johnson se llevara acabo el 22 de abril, 2024 hasta el 30 de abril, 2024 en el Crouch Event Center en Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 de la siguiente manera:)

(Bỏ phiếu sớm bằng cách xuất hiện cá nhân cho các cử tri của Thành phố Crowley, Hạt Tarrant và Hạt Johnson sẽ được tiến hành mỗi ngày trong tuần từ ngày 22 tháng 4 năm 2024 đến ngày 30 tháng 4 năm 2024 tại Trung tâm Sự kiện Crouch trong Công viên. Bicentennial, 900 E Glendale St, Crowley, Texas 76036 như sau:)

April 22 - April 26, 2024 (22 de abril al 26 de abril de 2024) (22 tháng 4 năm 2023 đến 26 tháng 4 năm 2024)	Monday-Friday (Lunes-Viernes) (Thứ Hai đến thứ Sáu)	8:00 am- 5:00 pm (8:00 am- 5:00 pm) (8:00 sáng đến 5:00 chiều)
April 27 & April 28, 2024 (27 de abril y 28 de abril de 2024) (Ngày 27 tháng 4 và ngày 28 tháng 4 năm 2024)	Saturday & Sunday (sábado y domingo) (thứ bảy và chủ nhật)	NO VOTING (Sin votación) (Không bỏ phiếu)
April 29 & 30, 2024 (29 y 30 de abril de 2024) (Ngày 29 và 30 tháng 4 năm 2024)	Monday & Tuesday (lunes y martes) (Thứ hai và thứ ba)	7:00 am – 7:00 pm (7:00 am – 7:00 pm) (7:00 sáng đến 7:00 tối)

Applications for ballot by mail shall be mailed to:

(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)
(Đơn xin bỏ phiếu qua thư sẽ được gửi đến:)

City Hall
Attn: Carol Konhauser
201 East Main Street
Crowley, Texas 76036

Applications can be scanned with an original signature and emailed to ckonhauser@ci.crowley.tx.us

(Las aplicaciones pueden ser escaneadas con una firma original y enviadas por correo electrónico a ckonhauser@ci.crowley.tx.us)

(Các ứng dụng có thể được quét bằng chữ ký gốc và gửi qua email tới ckonhauser@ci.crowley.tx.us)

Applications for ballots by mail must be received no later than the close of business on Tuesday, April 23, 2024.

(Las solicitudes para boletas que se votaron en ausencia por correo deberán recibirse para el fin de las horas de negocio el martes, 23 de abril, 2024)

(Đơn xin phiếu bầu qua thư phải được nhận không muộn hơn ngày kết thúc kinh doanh vào thứ ba ngày 23 tháng 4 năm 2024.)

Issued this 1st day of February 2024. (Emitada este dia 1 de febrero, 2024) (Phát hành này vào ngày 1 tháng 2 năm 2024.)

Billy P. Davis
Signature of Mayor
(Firma del Alcalde)
(Chữ ký của Thị trưởng)

Johnny Shotwell
Signature of Council Member 1
Firma de la Miembro del Consejo 1
(Chữ ký của thành viên Hội đồng 1)

Jerry Beck
Signature of Council Member 2
Firma de la Persona del Consejo 2
(Chữ ký của thành viên Hội đồng 2)

Jesse Johnson
Signature of Council Member 3
Firma de la Persona del Consejo 3
(Chữ ký của thành viên Hội đồng 3)

Jim Hirth
Signature of Council Member 4
Firma de la Persona del Consejo 4
(Chữ ký của thành viên Hội đồng 4)

Matt Foster
Signature of Council Member 5
Firma de la Persona del Consejo 5
(Chữ ký của thành viên Hội đồng 5)

Scott Gilbreath
Signature of Council Member 6
Firma de la Persona del Consejo 6
(Chữ ký của thành viên Hội đồng 6)

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

NOTICE OF GENERAL ELECTION
(AVISO DE ELECCION GENERAL)
(Thông báo bầu cử)

To the Registered Voters of the City of Crowley, Texas:
(a los votantes registrados de la Ciudad de Crowley, Texas)
(Gửi đến những người bỏ phiếu đã đăng ký của Thành phố Crowley, Texas:)

Notice is hereby given that the polling place(s) listed below will be open from 7:00 a.m. to 7:00 p.m., on May 4, 2024, for voting in a general election to elect City Council Place 1 and Place 4.
(Notifíquese por la presente, que los sitios de votación citados abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el día 4 de mayo 2024 para votar en la elección general para elegir a los miembros de los lugares 1 y 4 del consejo.)
(Đã đưa ra thông báo rằng (các) địa điểm bỏ phiếu được liệt kê dưới đây sẽ mở cửa từ 7 giờ sáng đến 7 giờ tối, ngày 4 tháng 5 năm 2024, để bỏ phiếu trong cuộc tổng tuyển cử cho Văn phòng Hội đồng 1 và 4.)

LOCATION OF POLLING PLACE(S) ON ELECTION DAY
(DIRECCION(ES) DE LAS CASILLAS ELECTORALES)
(VỊ TRÍ CỦA NƠI SAU (S) VÀO NGÀY BẦU CỬ)

TARRANT COUNTY VOTERS
(VOTANTES DEL CONDADO TARRANT)
(VOTERS QUẬN TARRANT)

JOHNSON COUNTY VOTERS
(VOTANTES DEL CONDADO JOHNSON)
(VOTERS QUẬN JOHNSON)

Crouch Event Center at Bicentennial Park
900 East Glendale Street
Crowley, Texas 76036

Early Voting by personal appearance for City of Crowley, Tarrant County and Johnson County voters will be conducted each weekday between April 22, 2024 through April 30, 2024 at the Crouch Event Center in Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 as follows:
(La votación en adelantada en persona para los votantes de la Ciudad de Crowley y los Condados de Tarrant y Johnson se llevara acabo el 22 de abril, 2024 hasta el 30 de abril, 2024 en el Crouch Event Center en Bicentennial Park, 900 E Glendale St, Crowley, Texas 76036 de la siguiente manera.)
(Bỏ phiếu sớm bằng cách xuất hiện cá nhân cho các cử tri của Thành phố Crowley, Hạt Tarrant và Hạt Johnson sẽ được tiến hành mỗi ngày trong tuần từ ngày 22 tháng 4 năm 2024 đến ngày 30 tháng 4 năm 2024 tại Trung tâm Sự kiện Crouch trong Công viên. Bicentennial, 900 E Glendale St, Crowley, Texas 76036 như sau:)

April 22 - April 26, 2024 (22 de abril al 26 de abril de 2024) (22 tháng 4 năm 2024 đến 26 tháng 4 năm 2024)	Monday-Friday (Lunes-Viernes) (Thứ Hai đến thứ Sáu)	8:00 am- 5:00 pm (8:00 am- 5:00 pm) (8:00 sáng đến 5:00 chiều)
April 27 & April 28, 2024 (27 de abril y 28 de abril de 2024) (Ngày 27 tháng 4 và ngày 28 tháng 4 năm 2024)	Saturday & Sunday (sábado y domingo) (thứ bảy và chủ nhật)	NO VOTING (Sin votación) (Không bỏ phiếu)
April 29 & 30, 2024 (29 y 30 de abril de 2024) (Ngày 29 và 30 tháng 4 năm 2024)	Monday & Tuesday (lunes y martes) (Thứ hai và thứ ba)	7:00 am – 7:00 pm (7:00 am – 7:00 pm) (7:00 sáng đến 7:00 tối)

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)
(Đơn xin bỏ phiếu qua thư sẽ được gửi đến:)

TARRANT COUNTY VOTERS
(VOTANTES DEL CONDADO TARRANT)
(VOTERS QUẬN TARRANT)

JOHNSON COUNTY VOTERS
(VOTANTES DEL CONDADO JOHNSON)
(VOTERS QUẬN JOHNSON)

City Hall
Attn: Carol Konhauser
201 East Main Street
Crowley, Texas 76036

Applications can be scanned with an original signature and emailed to ckonhauser@ci.crowley.tx.us
(Las aplicaciones pueden ser escaneadas con una firma original y enviadas por correo electrónico a ckonhauser@ci.crowley.tx.us)
(Các ứng dụng có thể được quét bằng chữ ký gốc và gửi qua email tới ckonhauser@ci.crowley.tx.us)

Applications for ballots by mail must be received no later than the close of business on:
(Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el)
(Đơn xin phiếu bầu qua thư phải được nhận không muộn hơn ngày kết thúc kinh doanh vào:)

Tuesday, April 23, 2024 (martes, 23 de abril, 2024) (Thứ ba ngày 23 tháng 4 năm 2024)

Issued this the 1st day of February, 2024
(Emitada este día 1 de febrero, 2024)
(Phát hành vào ngày 1 tháng 2 năm 2024)

Billy P. Davis, Mayor
(Firma del Alcalde)
(Thị trưởng thành phố)



City of Crowley, Texas Mayor and Council Agenda Report

PRESENTER: Carol Konhauser City Secretary		MEETING DATE: February 1, 2024					
DEPARTMENT: Administration		AGENDA ITEM: VII-4					
SUBJECT:		Discuss and consider approval of a Lease Agreement between Johnson County and the City of Crowley for the lease of Voting Equipment (Auto Mark) for Early Voting and Election Day Voting for the General Election to be held on May 04, 2024, City of Crowley voters and authorizing the Mayor to execute said agreement.					
COORDINATION:	Finance		City Sec		Comm Dev		PW
	Dept Directo		HR		Comm Services		Other:
	City Attorney		PD		FD		Other:

BACKGROUND:

The Help America Vote Act (HAVA) requires voting systems accessible for individuals with disabilities, including, non-visual accessibility for the blind and visually impaired, in a manner that provides the same opportunity for privacy and independence as other voters. Currently, the City does not have a HAVA compliant voting system and will need to lease one from Johnson County for the upcoming election.

RECOMMENDATION:

Staff recommends approval of the agreement to proceed with the upcoming elections.

FINANCIAL INFORMATION:

The cost is \$350.00 per machine, we will only be required to have one (1) to be used during Early Voting/ Election Day; as indicated in the contract for election services. This is the same cost we have paid to lease the machine for the past several years.

ATTACHMENTS:

1. Lease Agreement for the Voting Equipment with Johnson County (AutoMark)

VOTING MACHINE LEASE AGREEMENT BETWEEN JOHNSON COUNTY and

LESSEE: CITY OF CROWLEY

THIS AGREEMENT is entered on this _____ day of _____ 2024, by and between the County of Johnson, a duly and lawfully organized county of the State of Texas (“County”) and City of Crowley hereinafter referred to as “Lessee”. Lessee herein is a political subdivision of the State of Texas, being either a City or a School District or other Special District.

RECITALS:

WHEREAS, public convenience will be furthered by authorizing the Lessee to utilize voting machines owned by Johnson County, Texas.

WHEREAS, Lessee has requested County to lease to Lessee one or more (depending upon availability) AutoMark Voting Machines (hereafter “Voting Machines”) for recording votes.

WHEREAS, Lessee desires to contract with JOHNSON COUNTY for the use of voting machines described as AutoMark Voting Machines for Lessee’s election and run-off election if necessary.

AGREEMENT:

NOW THEREFORE, for value received and in consideration of the covenants, conditions, and premises herein contained, the parties agree as follows;

1. County agrees to lease to Lessee the Voting Machines for a fee of **\$350.00 per machine paid in advance**. Said payment is for a period of **April 17, 2024** through **May 7, 2024** and is due on **April 17, 2024**. Lessee agrees to pay at the time of pick up, the amount of the equipment lease as established herein.
2. In the event Lessee needs to have a run-off election, this Agreement shall be extended for the time necessary for Lessee to conduct its run-off election upon Lessee’s notification to County of the run-off election. Lessee will owe County an additional \$350.00 per voting machine leased by Lessee. Any additional fees owed to County by Lessee for the use of the voting machines for the run-off election will be invoiced by County upon Lessee’s notification to County of the run-off election. Lessee shall pay said invoiced amount to County within thirty (30) days of the receipt of the invoice from County.
3. In the event the equipment leased from County to Lessee pursuant to this lease is stolen, lost, damaged, vandalized, destroyed or rendered inoperable, whether intentional or not, Lessee agrees to reimburse County for the replacement or repair of such equipment. The repair cost shall be determined by the equipment service vendor. The Lessee’s payment for repair or replacement costs for damaged or lost equipment, or service cost resulting from same shall be remitted to County by Lessee within thirty (30) days of written request by County.

4. County shall supply the Lessee with (1) (number of AutoMark machines).
5. **Lessee is responsible for the following actions or functions:**
 - A. Pick-Up and Delivery of equipment back to the Elections Administrator's Office within 24 hours after an election.
 - B. Ordering Optical Scan Ballots for the AutoMark
 - C. Contacting ES&S for coding of AutoMark voting machines.
 - D. Theft or damage to the AutoMark voting machines.
6. Lessee shall designate employees in a hierarchy at each location to be in charge of operations who will oversee the receipt, care custody and control of the machines ("Designated Employees"). Prior to delivery of the machines, Lessee shall obtain any training necessary for the operation of the machines for the Designated Employees.
7. Any entity leasing a machine shall arrange to have at least one person at training. The Lessee bears any costs of training personnel. The Elections Administrator will also train persons in using the AutoMark upon pick up. Any additional training provided by the Elections Administrator will be at a rate of \$100.00 per day per person.
8. Lessee assumes full liability for the safekeeping of the Voting Machine(s) and all inventory and supplies furnished by Johnson County. The Johnson County Elections Administrator will notify Lessee in writing of any missing and unaccounted for machines or associated items and Lessee shall have up to thirty (30) days to research and rectify any discrepancies before payment is made. The Lessee agrees to pay for any destroyed, damaged, or missing machines or associated items.
9. County is not responsible for the operation of the machines or the failure to operate the machines in a properly or accurate manner. Lessee agrees to defend, indemnify, and hold harmless Johnson County against any and all claims made by any party regarding the accuracy, operation or use of the voting machines in recording or failing to record votes or for any purpose whatsoever.
10. Lessee hereby agrees to indemnify and hold harmless County and its officers and employees from and against any loss, including claims, demands and causes of action and which loss, claim, demand or cause of action resulted from the performance or non-performance of Lessee or its agents, representatives or employees pursuant to the terms of this agreement.
11. This Agreement is entire as to all of the performance to be rendered under it. Breach of any material obligation to be performed by either party shall constitute a breach of the entire Agreement and shall give either party the right to immediately terminate this Agreement.

12. Lessee agrees to notify County of any change in the Designated Employees within 14 calendar days of such change.

13. Either party hereto may voluntarily terminate this Agreement at any time upon sixty (60) days prior written notice to the other party sent as provided herein. Within seven (7) days after the date of termination, the Lessee shall return to County all Voting Machines, together with associated equipment and supplies.

14. Notice given pursuant to this Agreement shall be in writing and shall be given by United States certified or registered mail, postage prepaid, addressed to the appropriate party as set forth below:

COUNTY:

Patty Bourgeois, Johnson County Elections Administrator
P.O. Box 895
103 S Walnut St.
Cleburne, Texas 76033

LESSEE:

Name of Entity: City of Crowley

Name of Contact: Carol Konhauser, City Secretary

Address for Notice: 201 E. Main St.
Crowley, Texas 76036

Telephone Number: 817-297-2201 ext. 4000

Email: ckonhauser@ci.crowley.tx.us

The person and address to which notices are to be given may be changed at any time upon written notice to the other party.

15. The term of this Agreement shall continue in full force and effect for one year from the date of the Agreement. However, the agreement may expire at an earlier time through the complete fulfillment of the obligations set forth herein by all parties hereto.

16. This Agreement shall be construed under and in accordance with the laws of the State of Texas. Exclusive venue for any action taken relative to this agreement shall be Johnson County, Texas.

17. Neither party shall assign its rights, nor delegate its duties under this Agreement without prior written consent of the other party. Such unauthorized assignment and/or delegation shall, at the option of the non-assigning and/or non-delegating party be a material breach for which the non-assigning and/or non-delegating party may void this Agreement.

18. The provisions of this Agreement are not intended to create, nor shall they be in any way construed to create, a joint venture, a partnership, or any other similar relationship between the

parties. The Lessee acknowledges that it is an independent contractor and that it will be acting as an independent contractor in performing its obligations under this Agreement.

19. Johnson County is not obligated and is not expected to engage in litigation or file suit for the benefit of lessee pursuant to this contract. Should litigation be instituted by any other person or entity, Lessee shall, to the extent permitted by law, hold harmless and indemnify Johnson County against all claims, costs and expenses arising from Johnson County or the Johnson County Elections Office's actions associated with this agreement.

20. This Agreement shall supersede any and all other agreements for services specified hereunder, whether oral or written.

21. This Agreement shall not be amended or modified, except in writing signed by authorized representatives of the Lessee, County, and the County Elections Office.

22. This agreement replaces all other agreements or contracts by and between the Parties hereto as they pertain to lease of voting machines.

23. This agreement is to become effective upon execution after the approval of the Lessee to which it pertains acting by and through its governing body and execution by Judge Christopher Boedeker after approval by the Commissioners Court of Johnson County, Texas.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date as indicated below.

County of Johnson:

Lessee:

Date: _____

Date: _____

Christopher Boedeker
County Judge

Signature

Attest:

Printed Name and Title of Authorized
Representative of Lessee (City, School, or
Special District)

April Long, County Clerk
Johnson County

Patty Bourgeois, Elections Administrator
Johnson County