



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Agenda

City Council

Monday, January 11, 2021

4:30 PM

Council Chambers

REGULAR MEETING

THIS MEETING WILL BE HELD BY VIDEO CONFERENCING. To participate, please register at

https://mansfieldtexas.zoom.us/webinar/register/WN_eL6MGJBOSAet2IV8CgYXRg by 7:00 p.m. on Monday, January 11, 2021 or join by telephone at 1-888-788-0099 (Toll Free). If joining by phone, please provide the Webinar ID number and password below:

Webinar ID: 92954280590

Passcode: 1234567

Citizen comments and public hearing comments may also be submitted through the city's website www.mansfieldtexas.gov or by sending an email to susana.marin@mansfieldtexas.gov. All comments must be submitted by 4:30 p.m. Monday, January 11, 2021. Comments received will be read into the record by the Mayor or the City Secretary.

1. 4:30 P.M. - CALL MEETING TO ORDER

2. WORKSESSION

Convention Center Hotel at Stillwater Project

The Backyard Development

3. RECESS INTO EXECUTIVE SESSION

Pursuant to Section 551.071, 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.

**A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney
Pursuant to Section 551.071**

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding Assignment of Developer Agreement

- B. Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**
- C. Personnel Matters Pursuant to Section 551.074**
- D. Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087**

Economic Development Project #21-01

- 4. 6:50 P.M. – COUNCIL BREAK PRIOR TO REGULAR BUSINESS SESSION**
- 5. 7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION**
- 6. INVOCATION**
- 7. PLEDGE OF ALLEGIANCE**
- 8. TEXAS PLEDGE**

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

- 9. PRESENTATION**

Presentation of the Salvation Army Red Kettle Mayoral Challenge Trophy

- 10. ACKNOWLEDGEMENT OF SERVICE**

Mayor David Cook

Council Member Brent Newsom

- 11. OATH OF OFFICE**

Mayor-Elect Michael Evans

Council Member-Elect Tamera Bounds

12. ELECTION OF MAYOR PRO TEM

13. CITIZEN COMMENTS

Citizens wishing to address the Council on non-public hearing agenda items and items not on the agenda may do so at this time. Due to regulations of the Texas Open Meetings Act, please do not expect a response from the Council as they are not able to do so. THIS WILL BE YOUR ONLY OPPORTUNITY TO SPEAK UNLESS YOU ARE SPEAKING ON A SCHEDULED PUBLIC HEARING ITEM. After the close of the citizen comments portion of the meeting only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

In order to be recognized during the "Citizen Comments" or during a Public Hearing (applicants included), please complete a blue or yellow card located at the Assistant City Secretary's seating place. Please present the card to the Assistant City Secretary prior to the start of the meeting.

14. COUNCIL ANNOUNCEMENTS

15. STAFF COMMENTS

In addition to matters specifically listed below, Staff comments may include updates on ongoing or proposed projects and address of posted agenda items.

A. City Manager Report or Authorized Representative

Current/Future Agenda Items

Quarterly Reports: Mansfield Economic Development Corporation, Mansfield Park Facilities Development Corporation, Planning and Zoning Commission, Public Works, Code Enforcement, Communications and Marketing, Library, Mansfield Historical Museum and Heritage Center, Mansfield Convention and Visitors Bureau

16. TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

17. CONSENT AGENDA

All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are considered to be routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff's recommendation.

ITEMS TO BE REMOVED FROM THE CONSENT AGENDA

[20-3918](#)

Resolution - A Resolution Authorizing Funding in an Amount Not to Exceed \$239,175.00 and Approval of Contracts, Including Design and Survey Services with Teague Nall and Perkins, Inc., to Prepare FM 157 and S.

Parkridge Sanitary Sewer Improvements for Public Bidding and Construction (Utility Fund)

Presenters: Bart VanAmburgh

Attachments: [Resolution](#)

[Map](#)

[20-3911](#)

Minutes - Approval of the December 14, 2020 5:00 P.M. Regular City Council Meeting Minutes

Presenters: Susana Marin

Attachments: [12-14-2020 5:00 p.m. DRAFT Meeting Minutes](#)

[20-3912](#)

Minutes - Approval of the December 14, 2020 7:00 P.M. Regular City Council Meeting Minutes

Presenters: Susana Marin

Attachments: [12-14-2020 7:00 p.m. DRAFT Meeting Minutes](#)

[20-3913](#)

Minutes - Approval of the December 17, 2020 Special City Council Meeting Minutes

Presenters: Susana Marin

Attachments: [12-17-2020 DRAFT Meeting Minutes](#)

END OF CONSENT AGENDA

18. PUBLIC HEARING AND FIRST READING

[20-3917](#)

Ordinance - Public Hearing and First Reading of an Ordinance Approving a Change of Zoning from SF-7.5/16 Single-Family Residential District to PD Planned Development District for Professional and Medical Office, Retail, Personal Service, Artist Studio, and Eating Place without Drive-Thru Service Uses on Approximately 0.46 acres Known as Lots 3 & 8, Block 4, Original Town of Mansfield, Located at 105 N 1st Ave.; Matthew Crocker (ZC#20-015)

Presenters: Matt Jones and Andrew Bogda

Attachments: [Ordinance](#)

[Maps and Supporting Information](#)

[Exhibit A](#)

[Exhibit B](#)

19. ADJOURN

CERTIFICATION

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the January 11, 2021 Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, mansfieldtexas.gov, on Thursday, January 7, 2021 prior to 5:00 p.m., in compliance with Chapter 551, Texas Government Code.

Susana Marin, City Secretary

Approved as to form:

City Attorney

DATE OF POSTING: _____ TIME: _____ am/pm

DATE TAKEN DOWN: _____ TIME: _____ am/pm

This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call (817) 473-0211 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL PAGERS, CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 20-3918

Agenda Date: 1/11/2021

Version: 2

Status: Consent

In Control: City Council

File Type: Resolution

Title

Resolution - A Resolution Authorizing Funding in an Amount Not to Exceed \$239,175.00 and Approval of Contracts, Including Design and Survey Services with Teague Nall and Perkins, Inc., to Prepare FM 157 and S. Parkridge Sanitary Sewer Improvements for Public Bidding and Construction (Utility Fund)

Requested Action

Consider the authorization of funding and approval of contracts.

Recommendation

The authorization of funding in an amount not to exceed \$239,175.00 and approval of contracts, including design and survey services with Teague Nall and Perkins, Inc., to prepare FM 157 and S. Parkridge Sanitary Sewer Improvements for public bidding and construction.

Description/History

The existing 8-inch sanitary sewer main along FM 157 between Tanglewood Drive and Moore Road needs to be upsized to a 12-inch to meet the demand of the current and anticipated surrounding development. Additionally, a 12-inch diversion line between the two sanitary sewer mains in Hogpen Branch just south of Debbie Lane is necessary to address predicted surcharging. These two projects are included in the Wastewater Master Plan as high priority projects to address existing capacity concerns.

Also included in this design proposal is the replacement of the 6-inch sanitary sewer main in South Parkridge Drive. This sanitary sewer line is forty plus years old and has been identified by the Water Utilities Dept. as problematic with frequent repair needs.

The requested funds are for design and survey services with Teague Nall and Perkins, Inc. in the amount of \$219,175.00, which includes a 10% contingency for potential design and survey scope changes, and \$20,000 for easement acquisition and other miscellaneous services, for a total budget of \$239,175.00.

Justification

This project is included in the Wastewater Master Plan.

The Director of Public Works will be in attendance at the meeting to answer Council's questions regarding the proposed funding and contracts.

Funding Source

Utility Fund

Prepared By

Trace Hilton, Project Engineer, Engineering Department, 817-276-4247

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING FUNDING IN AN AMOUNT NOT TO EXCEED \$239,175.00 AND APPROVAL OF CONTRACTS, INCLUDING DESIGN AND SURVEY SERVICES WITH TEAGUE NALL AND PERKINS, INC. TO PREPARE FM 157 AND S. PARKRIDGE SANITARY SEWER IMPROVEMENTS FOR PUBLIC BIDDING AND CONSTRUCTION (UTILITY FUND)

WHEREAS, the City Council recognizes the need to proceed forward with design of FM 157 and S. Parkridge Sanitary Sewer Improvements for the benefit of the citizens of the City of Mansfield; and,

WHEREAS, the City Staff has reviewed the proposal for the design of FM 157 and S. Parkridge Sanitary Sewer Improvements; and,

WHEREAS, the City Council has received the recommendation of Staff to contract with Teague Nall and Perkins, Inc. for design and survey services; and,

WHEREAS, it is necessary to authorize and secure funds from the Utility Fund.

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

SECTION 1.

Funding is hereby authorized in the amount of Two Hundred Thirty-Nine Thousand One Hundred Seventy-Five and 00/100 Dollars (\$239,175.00) to prepare this project for public bidding and construction.

SECTION 2.

The City Manager or his designee is hereby authorized and directed to execute necessary contracts to prepare this project for public bidding and construction to include Teague Nall and Perkins, Inc. for design and survey services for an amount not to exceed Two Hundred Nineteen Thousand One Hundred Seventy-Five and 00/100 Dollars (\$219,175.00).

PASSED AND APPROVED THIS THE 11th DAY OF JANURARY, 2021.

Michael Evans, Mayor

ATTEST:

Susana Marin, City Secretary

LOCATION MAP

FM 157 and S. Parkridge Sanitary Sewer Improvements





CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 20-3911

Agenda Date: 1/11/2021

Version: 1

Status: Approval of Minutes

In Control: City Council

File Type: Meeting Minutes

Agenda Number:

Title

Minutes - Approval of the December 14, 2020 5:00 P.M. Regular City Council Meeting Minutes

Requested Action

Action to be taken by the Council to approve the minutes.

Recommendation

Approval of the minutes by the Council.

Description/History

The minutes of the December 14, 2020 5:00 P.M. Regular City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

Justification

Permanent Record

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Minutes - Draft

City Council

Monday, December 14, 2020

5:00 PM

Council Chambers

REGULAR MEETING

5:00 P.M. - CALL MEETING TO ORDER

Mayor Cook called the meeting to order at 5:00 p.m.

Mayor Cook advised the public they could participate during the meeting by registering through the link provided on the posted agenda or by phone. He also advised the public could address the Council by submitting an online speaker card through the city's website or by direct email to City Secretary Susana Marin.

Present 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

RECESS INTO EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed the meeting into executive session at 5:03 p.m. Mayor Cook called the executive session to order in the Council Conference Room at 5:10 p.m. Mayor Cook adjourned executive session at 6:48 p.m.

Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding Assignment of Developer Agreement

Seek Advice of City Attorney Regarding an Issue Relating to Delinquent Tax Collection

Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072

Personnel Matters Pursuant to Section 551.074

Municipal Court Judge

Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087

IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION

Mayor Cook reconvened into regular business session at 6:55 p.m.

CITIZEN COMMENTS

There were no citizen comments.

COUNCIL ANNOUNCEMENTS

Council Member Leyman had no announcements.

Mayor Pro Tem Short thanked Mayor Cook for his commitment and service to the City of Mansfield as Mayor since 2008 and noted his involvement throughout the community, including his support of various events and programs.

Council Member Lewis had no announcements.

Council Member Tonore had no announcements.

Council Member Newsom had no announcements.

Council Member Broseh had no announcements.

Mayor Cook had no announcements.

STAFF COMMENTS

City Manager Report or Authorized Representative

Current/Future Agenda Items

City Manager Joe Smolinski invited Carmin MacMillan to speak. Ms. MacMillan, on behalf of the Mansfield Mission Center Staff and Board, thanked Mayor Cook for his service to the community and honored his years of service by presenting him with the Champions for Families Award.

TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

A motion was made by Council Member Lewis to remove the interim title in reference to Municipal Court Judge Callaway, pay at a rate of \$3,500.00 per month, and appoint him to that position until July of 2022. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

CONSENT AGENDA

20-3861

Ordinance - Consideration of an Ordinance to Amend the Mansfield, Texas Code of Ordinances: Chapter 96: Parks and Recreation

A motion was made by Council Member Newsom to approve the following ordinance:

AN ORDINANCE AMENDING CHAPTER 96, "PARKS AND RECREATION" OF THE CODE OF ORDINANCES OF THE CITY OF MANSFIELD, TEXAS; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

Enactment No: OR-2197-20

20-3899

Resolution - A Resolution Authorizing an Engineering Services Agreement with Plummer Associates Inc. for the Bud Ervin Water Treatment Plant (BEWTP) Control System Replacement Project for an Amount Not to Exceed \$446,552.00

A motion was made by Council Member Newsom to approve the following resolution:

A RESOLUTION AUTHORIZING AN ENGINEERING SERVICE AGREEMENT WITH PLUMMER ASSOCIATES INC FOR THE BUD ERVIN WATER TREATMENT PROJECT FOR AN AMOUNT NOT TO EXCEED \$446,552.00

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

Enactment No: RE-3715-20

[20-3902](#)

Resolution - A Resolution Authorizing Funding in an Amount Not to Exceed \$86,306.00 and Approval of Contracts, Including Design Services with Freese and Nichols, Inc., to Prepare the 16-inch/24-inch Water Line Route Study from North Main Street to West Broad Street (Utility Fund)

A motion was made by Council Member Newsom to approve the following resolution:

A RESOLUTION AUTHORIZING FUNDING IN AN AMOUNT NO TO EXCEED \$86,306.00 AND APPROVAL OF CONTRACTS, INCLUDING DESIGN SERVICES WITH FREESE AND NICHOLS, INC. TO PREPARE THE 16-INCH/24-INCH WATER LINE ROUTE STUDY FROM NORTH MAIN STREET TO WEST BROAD STREET (UTILITY FUND)

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

Enactment No: RE-3716-20

[20-3903](#)

Resolution - A Resolution Approving a Consulting Contract for ERP Solution and RFP Development in an Amount Not to Exceed \$136,000

A motion was made by Council Member Newsom to approve the following resolution:

RESOLUTION APPROVING A CONSULTING CONTRACT FOR ERP SOLUTION AND RFP DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$136,000, AND; AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH BERRY DUNN MCNEIL & PARKER, LLC ON BEHALF OF THE CITY, SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

Enactment No: RE-3717-20

[20-3897](#)

Minutes - Approval of the November 23, 2020 Regular City Council Meeting Minutes

A motion was made by Council Member Newsom to approve the minutes of the November 23, 2020 Regular City Council Meeting as presented. Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

END OF CONSENT AGENDA

ADJOURN

A motion was made by Council Member Newsom to adjourn the meeting at 7:04 p.m. Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

ATTEST: Michael Evans, Mayor

Susana Marin, City Secretary



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 20-3912

Agenda Date: 1/11/2021

Version: 1

Status: Approval of Minutes

In Control: City Council

File Type: Meeting Minutes

Title

Minutes - Approval of the December 14, 2020 7:00 P.M. Regular City Council Meeting Minutes

Requested Action

Action to be taken by the Council to approve the minutes.

Recommendation

Approval of the minutes by the Council.

Description/History

The minutes of the December 14, 2020 7:00 P.M. Regular City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

Justification

Permanent Record

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Minutes - Draft

City Council

Monday, December 14, 2020

7:00 PM

Council Chambers

REGULAR MEETING

7:00 P.M. - CALL MEETING TO ORDER

Mayor Cook called the meeting to order at 7:05 p.m.

Mayor Cook advised the public they could participate during the meeting by registering through the link provided on the posted agenda or by phone. He also advised the public could address the Council by submitting an online speaker card through the city's website or by direct email to City Secretary Susana Marin.

Present 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

INVOCATION

Central Baptist Church Pastor Andrew Hayward gave the Invocation.

PLEDGE OF ALLEGIANCE

Council Member Lewis led the Pledge of Allegiance.

TEXAS PLEDGE

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

Council Member Newsom led the Texas Pledge.

PRESENTATION

Recognition of Service: Wayne Wilshire

Mayor Cook made brief comments and presented a certificate and key to the City to Wayne Wilshire for his decades of public service to the residents of Mansfield. Director of Planning Matt Jones made brief comments. Wayne Wilshire thanked the Council and staff, and made brief comments.

Recognition of Public Memorials Sub-Committee Members and Veterans Memorial and Tribute Foundation Members

Mayor Cook recognized the Public Memorials Sub-Committee, Veterans Memorial, and

Tribute Foundation members. Terry Moore made brief comments and recognized the members of the Tribute Foundation. The Veterans Memorial Chair recognized the Mansfield High School ROTC, who gave a demonstration.

CITIZEN COMMENTS

There were no citizen comments.

COUNCIL ANNOUNCEMENTS

Council Member Leyman recognized Wayne Wilshire for his service to the City of Mansfield.

Mayor Pro Tem Short had no announcements.

Council Member Lewis wished Mayor Cook well in his new position and wished everyone a Merry Christmas.

Council Member Tonore had no announcements.

Council Member Newson had no announcements.

Council Member Broseh wished everyone a Merry Christmas and wished the Mayor well in his new position.

Mayor Cook had no announcements.

STAFF COMMENTS

City Manager Report or Authorized Representative

Current/Future Agenda Items

WiFi Program Update

Assistant to the City Manager/Special Projects Manager Bernie McCranie gave a brief update regarding the Public WiFi Program.

NEW BUSINESS

[20-3901](#)

Resolution - A Resolution Awarding Contracts for the Construction of Holland Road Improvements (Stonebriar Trail to Garden Path Lane) to RPM xConstruction, LLC, for construction, to Brittain and Crawford, LLC, for Surveying and to Fugro Consultants, Inc, for Material Testing and Authorizing Funding for an Amount Not to Exceed \$11,573,969.35 (Street Bond Fund, Utility Fund and Drainage Fund)

Director of Public Works Bart VanAmburgh ran through the funding sources and distributions of the project.

A motion was made by Council Member Newsom to approve the following resolution:

A RESOLUTION AWARDING CONTRACTS FOR THE CONSTRUCTION OF HOLLAND ROAD IMPROVEMENTS (STONEBRIAR TRAIL TO GARDEN PATH LANE) TO RPM XCONSTRUCTION, LLC, FOR CONSTRUCTION, TO BRITTAIN AND CRAWFORD, LLC, FOR SURVEYING, AND TO FUGRO CONSULTANTS, INC, FOR MATERIALS TESTING APPROPRIATING FUNDS; AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

Enactment No: RE-3718-20

ADJOURN

A motion was made by Council Member Newsom to adjourn the meeting at 7:37 p.m. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - Larry Broseh; Brent Newsom; Julie Short; Mike Leyman; Casey Lewis; David Cook and Todd Tonore

Nay: 0

Abstain: 0

ATTEST: Michael Evans, Mayor

Susana Marin, City Secretary



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 20-3913

Agenda Date: 1/11/2021

Version: 1

Status: Approval of Minutes

In Control: City Council

File Type: Meeting Minutes

Agenda Number:

Title

Minutes - Approval of the December 17, 2020 Special City Council Meeting Minutes

Requested Action

Action to be taken by the Council to approve the minutes.

Recommendation

Approval of the minutes by the Council.

Description/History

The minutes of the December 17, 2020 Special City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

Justification

Permanent Record

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Minutes - Draft

City Council

Thursday, December 17, 2020

9:00 AM

Council Chambers

SPECIAL MEETING

9:00 A.M. - CALL MEETING TO ORDER

Mayor Cook called the meeting to order at 9:02 a.m.

Mayor Cook advised the public they could participate during the meeting by registering through the link provided on the posted agenda or by phone. He also advised the public could address the Council by submitting an online speaker card through the city's website or by direct email to City Secretary Susana Marin.

Absent 3 - Larry Broseh; Brent Newsom and Casey Lewis

Present 4 - Julie Short; Mike Leyman; David Cook and Todd Tonore

INVOCATION

Mayor Pro Tem Short gave the Invocation.

PLEDGE OF ALLEGIANCE

Council Member Tonore led the Pledge of Allegiance.

TEXAS PLEDGE

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

Council Member Leyman led the Texas Pledge.

CITIZEN COMMENTS

There were no citizen comments.

COUNCIL ANNOUNCEMENTS

Council Member Leyman had no announcements.

Mayor Pro Tem Short had no announcements.

Council Member Tonore had no announcements.

Mayor Cook had no announcements.

STAFF COMMENTS

City Manager Report or Authorized Representative

Current/Future Agenda Items

There were no staff comments.

NEW BUSINESS

[20-3907](#)

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Canvassing the Returns of the Runoff Election Held in the City of Mansfield, Texas on December 8, 2020, for the Purpose of Electing a Mayor, Place 1 and a Council Member, Place 2

City Secretary Susana Marin gave the official canvass report and advised the elected Mayor and Council Member would be sworn in at the next regular scheduled meeting of January 11, 2021.

A motion was made by Mayor Pro Tem Short to approve the following resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, CANVASSING THE RETURNS OF THE RUNOFF ELECTION HELD IN THE CITY OF MANSFIELD, TEXAS ON DECEMBER 8, 2020, FOR THE PURPOSE OF ELECTING A MAYOR, PLACE 1 AND A COUNCIL MEMBER, PLACE 2

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Tonore. The motion CARRIED by the following vote:

Aye: 4 - Julie Short;Mike Leyman;David Cook and Todd Tonore

Nay: 0

Absent: 3 - Larry Broseh;Brent Newsom and Casey Lewis

Abstain: 0

Enactment No: RE-3719-20

ADJOURN

A motion was made by Council Member Leyman to adjourn the meeting at 9:06 a.m. Seconded by Mayor Pro Tem Short. The motion CARRIED by the following vote:

Aye: 4 - Julie Short;Mike Leyman;David Cook and Todd Tonore

Nay: 0

Absent: 3 - Larry Broseh; Brent Newsom and Casey Lewis

Abstain: 0

ATTEST: Michael Evans, Mayor

Susana Marin, City Secretary



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 20-3917

Agenda Date: 1/11/2021

Version: 1

Status: First Reading

In Control: City Council

File Type: Ordinance

Agenda Number:

Title

Ordinance - Public Hearing and First Reading of an Ordinance Approving a Change of Zoning from SF-7.5/16 Single-Family Residential District to PD Planned Development District for Professional and Medical Office, Retail, Personal Service, Artist Studio, and Eating Place without Drive-Thru Service Uses on Approximately 0.46 acres Known as Lots 3 & 8, Block 4, Original Town of Mansfield, Located at 105 N 1st Ave.; Matthew Crocker (ZC#20-015)

Requested Action

To consider the subject zoning change request.

Recommendation

The Planning & Zoning Commission held a public hearing on December 7, 2020, and voted 5-0 (Commissioners Gilmore and Mainer absent) to recommend approval with the condition that the 3'-wide sidewalk into the existing building and the 3'-wide crushed-granite walkway between the two properties be widened to 4'. In addition, there was discussion regarding the possible tenants and uses, the deviations from typical commercial zoning regulations and the reasons for requesting PD zoning (building materials, screening, landscape buffers, residential proximity, etc.), signage, whether a business selling alcohol would require a variance due to proximity to the church, and the width of the on-site walkways as it relates to ADA requirements. The applicant noted that the existing building will likely house an attorney's office, while the new building could accommodate a number of users, but will likely be for office uses and potentially a coffee shop. Staff noted that in order for a business to sell alcohol, a variance would need to be obtained due to proximity to the church. After the meeting, the applicant noted that the 3' walks meet the ADA requirements and has therefore not made any changes to the plans.

Description/History

Existing Use: Single-family residence

Existing Zoning: SF-7.5/16, Single-Family Residential District

Surrounding Land Use & Zoning:

North - Church, C-1

South - Single-family residential, SF-7.5/12

East - N. 1st Ave.; Single-family residential (C-2) across the street

West - N. 2nd Ave.; Single-family residential (SF-7.5/12) and office (PD) across the street

Comments and Considerations

The subject property consists of 0.46 acres currently improved with a 1,700 sq. ft. single-story house on Lot 3 (along 1st Ave.); Lot 8 (along 2nd Ave.) is currently vacant. The applicant is requesting to rezone the entire property from SF-7.5/16 Single-Family Residential District to PD Planned Development District for professional & medical office, retail, personal service, artist studio, and eating place without drive-thru service uses.

Development Plan and Regulations

The existing 1,700 sq. ft. single-story house on Lot 3 (along 1st Ave.) will remain. The house was built in 1935 and is listed as a medium priority house in the City's 1998 Historic Resources Survey. The house is primarily constructed of brick (with a rear addition with siding), includes a pitched roof with gables, and is 26' in height. The house also includes a rear uncovered patio.

On Lot 8 (along 2nd Ave.), a new 2,400 sq. ft. single-story building will be constructed; it will be 22'-4" in height. The new building will be constructed in the Craftsman style and will include at least 70% wood or cementitious fiber siding materials, as well as a covered porch with railing, tapered columns with masonry bases, stimulated screened dog run with framed panels, four-sided architecture (with details repeating around all four sides of the structure), and numerous windows. The roof will include a predominant pitch of 8:12, multiple roof forms, three-dimensional architectural shingles, gable details and shake siding, louver vents, open rafter tails, multiple eave brackets, and bellyband. The windows will include headers, casing, and top sashes. The new building will also include paint colors that complement the existing building.

It is noted in the development regulations that no expansion shall be made to the existing building, any exterior construction and remodeling of the existing building must be compatible with the historic character of the building, and that the maximum height of the proposed building shall not exceed the height of the existing building.

It is also noted that the development deviates from the Zoning Ordinance as it relates to residential proximity requirements. A reduced building setback from the adjacent residential zoning shall be allowed as shown in the Development Plan. The typical setback from residential property for an OP-zoned building between 20-35' in height is 35', but there is only a 15' setback from the residential property to the south. However, the regulations specify that lighting shall be shielded or pointed away from adjacent residential properties as prescribed in Section 7400 of the Zoning Ordinance.

Access and Parking

The development will be served by head-in parking spaces directly off 1st and 2nd Avenues, similar to the church to the north. There will be 7 spaces along 1st Avenue and 9 spaces along 2nd Avenue, for a total of 16 spaces. Using the parking calculation for office uses (1 space per every 300 sq. ft.), the provided on-site parking exceeds the requirements by 2 spaces. The existing sidewalk along 1st Avenue will be shifted west to accommodate the new parking spaces and a new sidewalk will be installed along 2nd Avenue. The existing 3' concrete walk directly into the 1st Avenue building will remain

and a new 5' concrete walk will provide direct access to the new building along 2nd Avenue. To connect the two buildings, a 3' decomposed granite walk will be provided. This will provide for cross-access between the two buildings, access to both parking areas, and will help further the City's goal of making the downtown more pedestrian-friendly and walkable.

Landscaping and Screening

Landscaping and screening will be provided as shown in the Development Plan. This includes the preservation of 13 trees (about half of which are large oak and pecan trees), the removal of 3 trees (to accommodate parking and sidewalks), new shrubs along the front of both buildings, and landscaping around the directory signs. The existing 6'-tall wood stockade fence along the south side of Lot 3 will remain and a new 6'-tall cedar board-on-board fence with cap will be installed along the south side of Lot 8. The development regulations note that all equipment will be ground-mounted, located in the side yard or rear yard, and will be screened from the street or adjacent property by dense shrubs or low fencing that fully conceal the equipment. Trash service will be handled via trash carts and all trash containers will be located in the side or rear yards and screened by fence enclosures as shown on the Development Plan. In addition, no outside storage of materials or merchandise will be allowed on the property.

Signage

New directory signs will be installed along 1st and 2nd Avenues, one for each lot. The directory signs will be 6' tall, 10' wide, and will include a 2' tall brick base. The sign area will be limited to no more than 32 sq. ft. The directory signs will be located 1' off the front sidewalks as shown on the Development Plan and will include landscaping around them. The sign on Lot 3 (along 1st Avenue) will be setback 15' from the front property line and the sign on Lot 8 (along 2nd Avenue) will be setback 12' from the front property line. Name plate signs will also be allowed on the buildings as prescribed in Section 7100 of the Zoning Ordinance.

Summary

The proposed development will allow for the preservation of the existing historic structure on Lot 3 and also provides for a new Craftsman-style building on Lot 8 that is designed to be more residential in character to complement the existing building and surrounding properties. In addition, the proposed change in use from single-family residential to office, retail, personal service, studio, and restaurant uses allows for a more productive use of the property that is consistent with the transition from residential to business uses that has been taking place in parts of downtown, while also being sensitive to the historic residential character of the surrounding area. The development also preserves existing trees, provides for additional landscaping, and provides for parking, screening, and signage in a manner that is limited to only what is truly necessary to support the development, limits impervious coverage, and is sensitive to surrounding properties and the historic character of the area.

Attachments

Maps and Supporting Information
Ordinance

Exhibit A

Exhibit B

Prepared By

Andrew Bogda, Planner

817-276-4287

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR PROFESSIONAL AND MEDICAL OFFICE, RETAIL, PERSONAL SERVICE, ARTIST/MUSICIAN/PHOTOGRAPHY STUDIO, AND EATING PLACE WITHOUT DRIVE-THRU SERVICE USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Mansfield, Texas, in compliance with the laws of the State of Texas with reference to the amendment of the Comprehensive Zoning Ordinance, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing opportunity to all property owners generally and to owners of the affected properties, the governing body of the City is of the opinion and finds that the Comprehensive Zoning Ordinance and Map should be amended;

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

SECTION 1.

That the Comprehensive Zoning Ordinance of the City of Mansfield, Texas, be, and the same is hereby, amended by amending the Zoning Map of the City of Mansfield, to give the hereinafter described property a new zoning district classification of PD, Planned Development; said property being described in Exhibit "A" attached hereto and made a part hereof for all purposes.

SECTION 2.

That the use and development of the hereinabove described property shall be in accordance with the development plan shown on Exhibit "B" attached hereto and made a part hereof for all purposes.

SECTION 3.

That all ordinances of the City in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4.

That the above described properties shall be used only in the manner and for the purposes provided for in the Comprehensive Zoning Ordinance of the City, as amended herein by the granting of this zoning classification.

SECTION 5.

Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6.

Any person, firm or corporation violating any of the provisions of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, shall be deemed guilty of a misdemeanor and, upon conviction in the Municipal Court of the City of Mansfield, Texas, shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day any such violation shall continue shall be deemed to constitute a separate offense.

SECTION 7.

This ordinance shall take effect immediately from and after its passage on third and final reading and the publication of the caption, as the law and charter in such cases provide.

First reading approved on the _____ day of _____, 2021.

DULY PASSED on the second and final reading by the City Council of the City of Mansfield, Texas, this _____ day of _____, 2021.

Michael Evans, Mayor

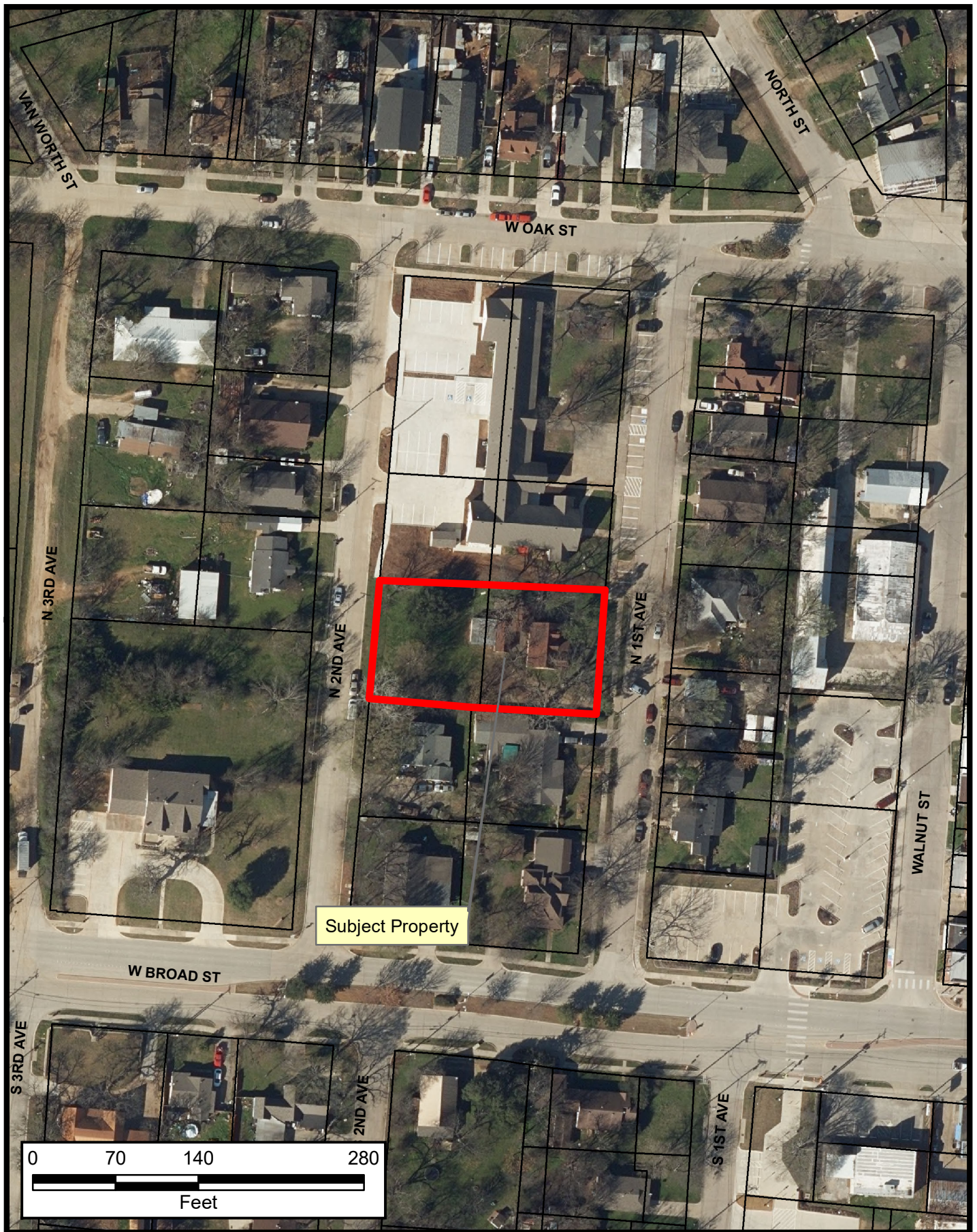
ATTEST: _____
Susana Marin, City Secretary

Ordinance No. _____

Page 3

APPROVED AS TO FORM AND LEGALITY:

Allen Taylor, City Attorney





ZC#20-015

This information is for illustrative purposes only. Not for design or development purposes. Site-specific studies may be required to obtain accurate feature locations. Every effort is made to ensure the information displayed here is accurate; however, the City of Mansfield makes no claims to its accuracy or completeness.

11/24/2020

Property Owner Notification for ZC#20-015

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
MANSFIELD, CITY OF	BLK 3	OPEN RANGE PROPERTIES	105 E OAK ST STE 202	MANSFIELD, TX	76063-7713
MANSFIELD, CITY OF	BLK 3	GARZA, MANUELA	110 N 1ST AVE APT A	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	RICHARDSON, MONTY E	7812 RETREAT BLVD	CLEBURNE, TX	76033-8942
MANSFIELD, CITY OF	BLK 3	WEST, SHANNON RAE	106 N 1ST AVE	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	CRUZ, MIGUEL ANGEL	104 N 1ST AVE	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	MANSFIELD, CITY OF	1200 E BROAD ST	MANSFIELD, TX	76063-1805
MANSFIELD, CITY OF	BLK 3	LOMA, MARIA D & F MAGUELLAL	102 N 1ST AVE	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	MANSFIELD, CITY OF	1200 E BROAD ST	MANSFIELD, TX	76063-1805
MANSFIELD, CITY OF	BLK 3	MANSFIELD, CITY OF	1200 E BROAD ST	MANSFIELD, TX	76063-1805
MANSFIELD, CITY OF	BLK 3	RICHARDSON, MONTY E	7812 RETREAT BLVD	CLEBURNE, TX	76033-8942
MANSFIELD, CITY OF	BLK 3	CRUZ, MIGUEL ANGEL	104 N 1ST AVE	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	LOMA, MARIA D & F MAGUELLAL	102 N 1ST AVE	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	OPEN RANGE PROPERTIES	105 E OAK ST STE 202	MANSFIELD, TX	76063-7713
MANSFIELD, CITY OF	BLK 3	ESQUIVEL, GREGORIO & MARIA	107 W OAK ST # A	MANSFIELD, TX	76063-1647
MANSFIELD, CITY OF	BLK 3	GARZA, MANUELA	110 N 1ST AVE APT A	MANSFIELD, TX	76063-1602
MANSFIELD, CITY OF	BLK 3	OPEN RANGE PROPERTIES	105 E OAK ST STE 202	MANSFIELD, TX	76063-7713
MANSFIELD, CITY OF	BLK 3	OPEN RANGE PROPERTIES	105 E OAK ST STE 202	MANSFIELD, TX	76063-7713
MANSFIELD, CITY OF	BLK 4	J&R COBOS LIVING TRUST	1301 SE MCKINNEY	RICE, TX	75155
MANSFIELD, CITY OF	BLK 4	CHURCH ON THE HILL	PO BOX 3815	CEDAR HILL, TX	75106

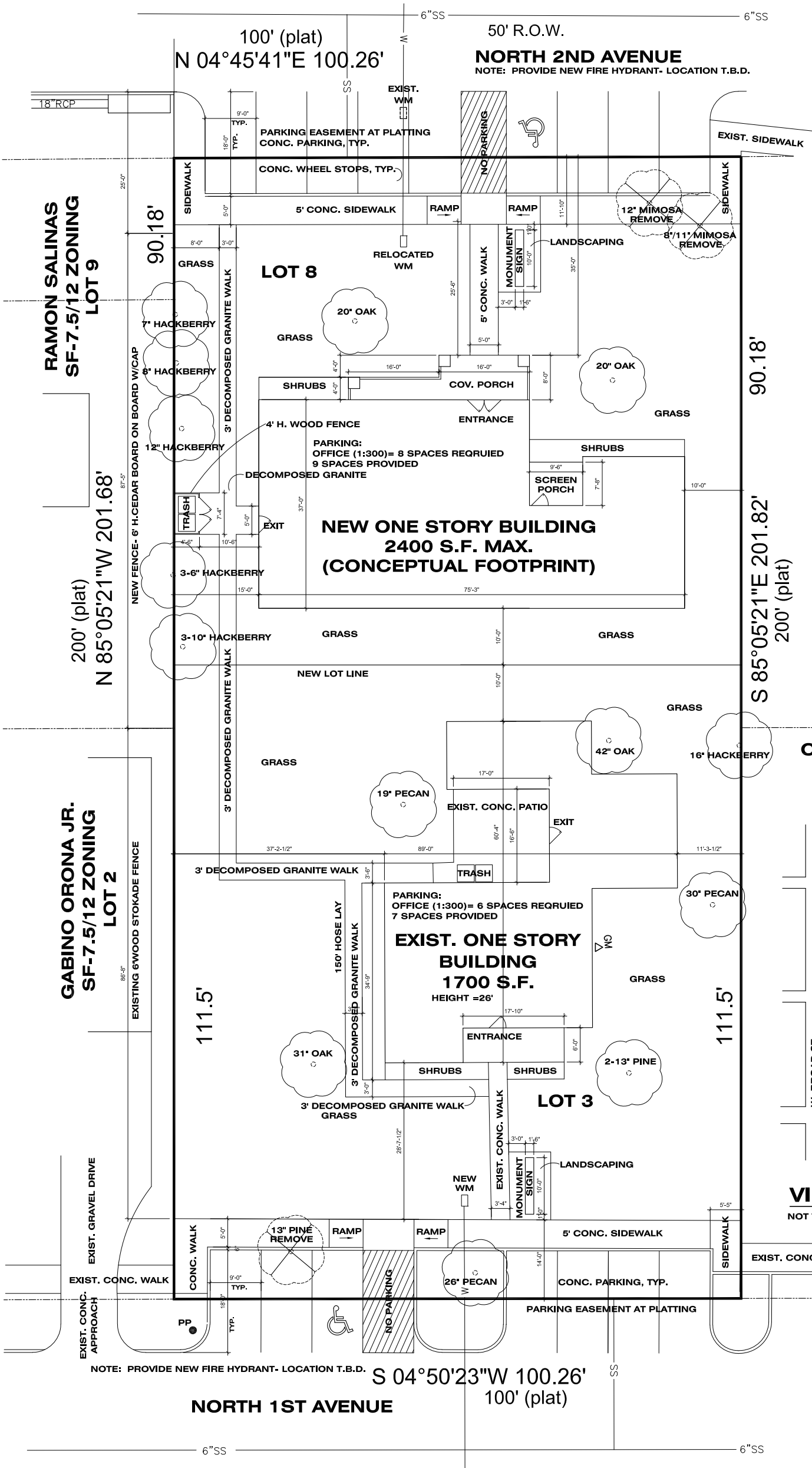
Property Owner Notification for ZC#20-015

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
MANSFIELD, CITY OF	BLK 4	MILAN, TRACY	109 N 2ND AVE	MANSFIELD, TX	76063-1603
MANSFIELD, CITY OF	BLK 4	KING, CORDELL W EST & OPAL	305 W OAK ST APT A	MANSFIELD, TX	76063-1646
MANSFIELD, CITY OF	BLK 4	HARRIS, WILLIAM E & MARY ANN	201 W KIMBALL ST	MANSFIELD, TX	76063
MANSFIELD, CITY OF	BLK 4	GRIFFIN, JOE L	105 N 2ND AVE	MANSFIELD, TX	76063-1603
MANSFIELD, CITY OF	BLK 4	CROCKER, JAMES M	PO BOX 553	MANSFIELD, TX	76063-0553
MANSFIELD, CITY OF	BLK 4	ORONA, GABINO	103 N 1ST AVE	MANSFIELD, TX	76063-1601
MANSFIELD, CITY OF	BLK 4	ROBLES, JESUS M & JUANITA	204 W BROAD ST	MANSFIELD, TX	76063-1609
MANSFIELD, CITY OF	BLK 4	SALINAS, RAMON & IRMA A	104 N 2ND AVE	MANSFIELD, TX	76063-1674
MANSFIELD, CITY OF	BLK 4	ORTIZ, JOSE F & ESTELLA O	206 W BROAD ST	MANSFIELD, TX	76063-1609
MANSFIELD, CITY OF	BLK 4	CHURCH ON THE HILL	PO BOX 3815	CEDAR HILL, TX	75106
MANSFIELD, CITY OF	BLK 4	GRIFFIN, JOE L	105 N 2ND AVE	MANSFIELD, TX	76063-1603
MANSFIELD, CITY OF	BLK 4	CHURCH ON THE HILL	PO BOX 3815	CEDAR HILL, TX	75106
MANSFIELD, CITY OF	BLK 4	CHURCH ON THE HILL	PO BOX 3815	CEDAR HILL, TX	75106
MANSFIELD, CITY OF	BLK 4	CROCKER, JAMES M	PO BOX 553	MANSFIELD, TX	76063-0553
MANSFIELD, CITY OF	BLK 4	RINGCO INVESTMENTS INC	5305 KELLY RD	FORT WORTH, TX	76126-5566

EXHIBIT A OF ZC#20-015

PROPERTY DESCRIPTION

Being Lots 3 and 8, Block 4, Original Town of Mansfield, an addition to the City of Mansfield, Texas as shown in the plat recorded in Page 53, Volume 63 of Tarrant County Plat Records, Texas.

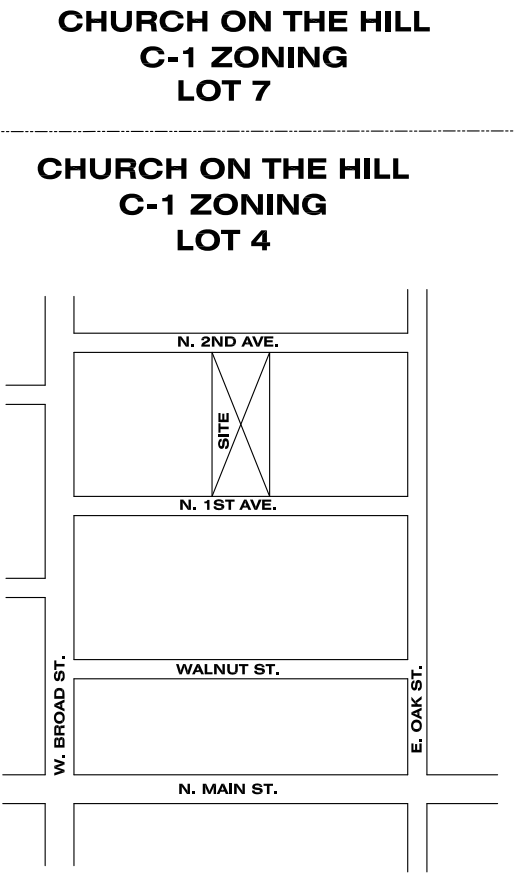


DESIGNS, INC.

900 N. WALNUT CREEK DR.
SUITE 100 - PMB 366
MANSFIELD, TX. 76063
PH: (817)300-7052

OWNER:
JAMES CROCKER
P.O. BOX 553
MANSFIELD, TX. 76063
817-473-1370
matt@jmccpa.com

DATE: 11-24-20
ZC-2020-015
EXHIBIT "B"
1 of 3



DEVELOPMENT PLAN

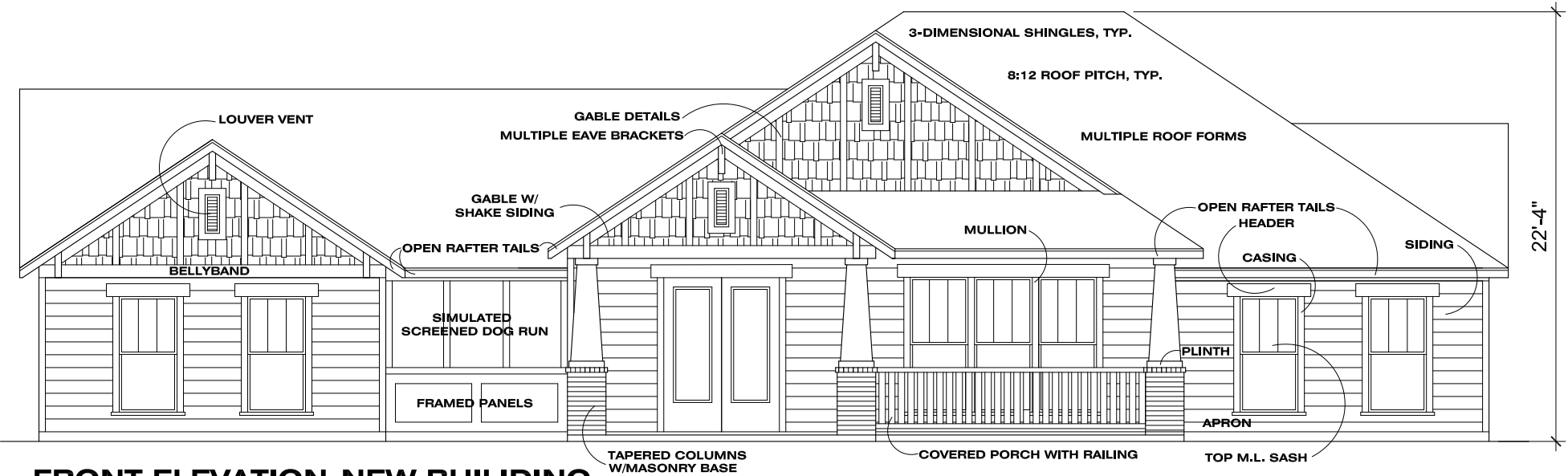
SCALE: 1"=20'



105 N. 1ST AVE.: LOT 3 & LOT 8 - BLOCK 4 -ORIGINAL TOWN OF MANSFIELD

The proposed development will be in complete accordance with the provisions of the approved Planned Development District and that all Development Plans recorded hereunder shall be binding upon the applicant thereof, his successors and assigns, and shall limit and control all building permits.

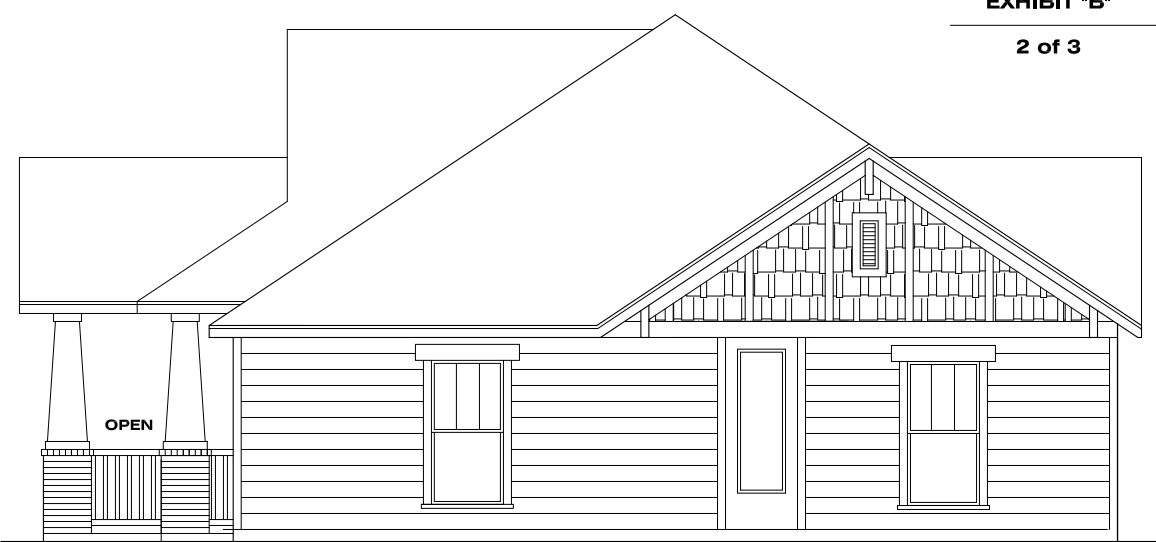
NOTE: PROVIDE TREE PROTECTION FOR ALL EXISTING TREES TO REMAIN



FRONT ELEVATION-NEW BUILDING
SCALE: 1/8"=1'-0"

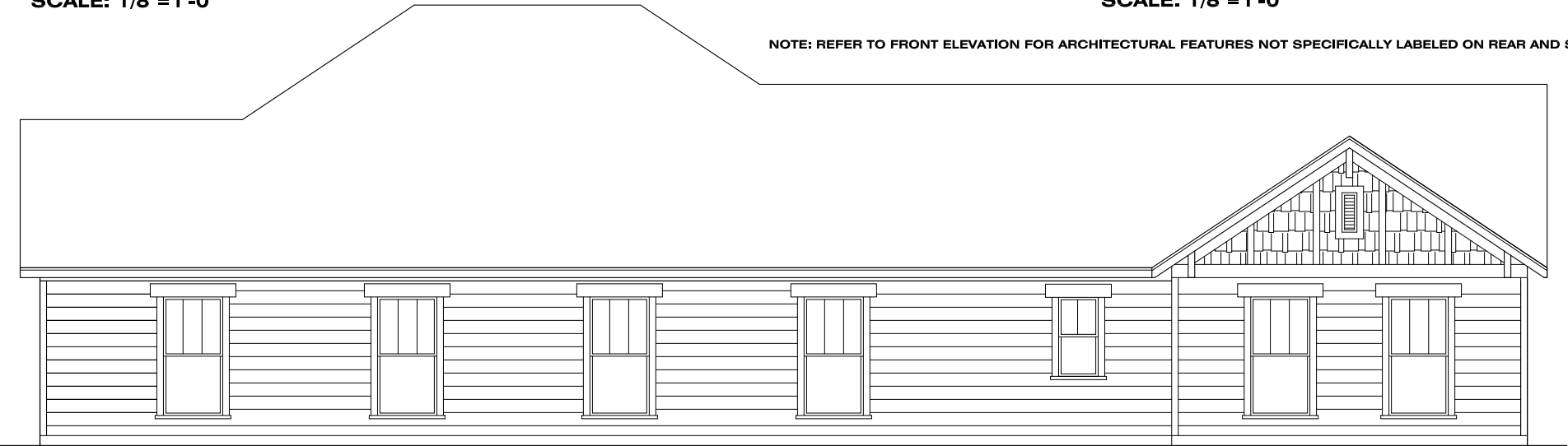


LEFT ELEVATION-NEW BUILDING
SCALE: 1/8"=1'-0"



RIGHT ELEVATION-NEW BUILDING
SCALE: 1/8"=1'-0"

NOTE: REFER TO FRONT ELEVATION FOR ARCHITECTURAL FEATURES NOT SPECIFICALLY LABELED ON REAR AND SIDE ELEVATIONS-8:12 ROOF PITCH, TYP.



REAR ELEVATION-NEW BUILDING
SCALE: 1/8"=1'-0"



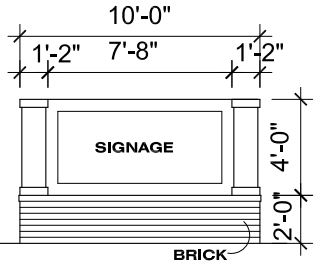
DESIGNS, INC.
900 N. WALNUT CREEK DR.
SUITE 100 - PMB 366
MANSFIELD, TX. 76063
PH: (817)300-7052

OWNER:
JAMES CROCKER
P.O. BOX 553
MANSFIELD, TX 76063
817-473-1370
matt@jmccpa.com

DATE: 11-24-20

ZC-2020-015
EXHIBIT "B"

2 of 3



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

PLANNED DEVELOPMENT REGULATIONS

Base Zoning: C-1, Neighborhood Business District

Permitted Uses: Professional and medical office, retail uses, personal service uses, and artist/musician/photography studio, eating places without drive-through services.

Existing Building Requirements:

- No expansion shall be made to the existing building.
- Exterior reconstruction and remodeling of the existing building must be compatible with the historic character of the building.

Proposed Building Requirements:

- Minimum front setback - 25'
- Minimum side and rear setback - 10'
- Maximum Lot Coverage - 45%
- Maximum height shall not exceed the height of the existing building.
- Roof materials shall be three-dimensional architectural shingles
- Exterior paint colors shall be compatible with the colors of the proposed building
- Front building elevation must include a porch with 70 sf minimum area and columns
- Facade cladding must be at least 70% wood or cementitious fiber materials
- Exterior design shall incorporate craftsman style details as shown in the building elevations

Parking:

- Parking shall be head-in parking spaces along the streets as shown in the Development Plan
- Parking surface will be constructed of concrete.

Landscaping and Screening Requirements:

- Landscaping and screening shall be provided as shown in the Development Plan
- Shrubs shall be planted along at least 50% of the length of the foundation facing the street
- New planting must be irrigated with an irrigation system.
- All equipment shall be ground-mounted and located in the side or rear yard and shall require screening if visible from the street. Screening may comprise of dense shrubs or low fencing that fully conceal the equipment.

Sign Standards:

- Directory Signs shall be permitted as shown in the Development Plan
- Name Plate Signs shall be permitted as prescribed in Section 7100, Sign Standards of the Zoning Ordinance.

Residential Proximity Requirements:

- Setback from Adjacent Residential Zoning - A reduced building setback from the adjacent residential zoning shall be permitted as shown in the Development plan.
- Lighting shall be shielded or pointed away from the adjacent residential zoning as prescribed in Section 7400, Residential Proximity Standards of the Zoning Ordinance.

Trash Service: It shall be handled via trash carts located in the side or rear yard and screened by fence enclosure.

Outside Storage: There will be no outside storage of materials or merchandise on the property.