



**AGENDA
PLANNING AND ZONING COMMISSION
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
WEDNESDAY, AUGUST 19, 2020
6:30 PM**

COVID-19 PRECAUTIONS

The operation of a municipality is an Essential Service. The Texas Governor's Order, with the guidance of DSHS Commissioner Dr. Hellerstedt, allows all persons in Texas to obtain essential services, but directs the public to do so by minimizing in-person contact with people who are not in the same household and direct the implementation of social distancing, good hygiene, environmental cleanliness and sanitation. Therefore, the following social distancing rules apply to the public attending this meeting:

- 1) Any member of the public attending the meeting shall maintain a six-foot distance from others (except for those you live in the same household). City Staff and City Officials shall practice social distancing to the extent able without interfering in the ability to carry out the essential governmental functions to be conducted at this meeting.
- 2) To enter City Hall to attend this meeting all persons must wear a face covering (i.e. a cloth mask that effectively covers the mouth and nose with more than one layer of fabric) or equivalent device.
- 3) Attendance in the Council Chamber will be limited to allow for the public in attendance to practice social distancing. Seating may be assigned.
- 4) Coughs and sneezes must be covered with a cloth or tissue, which should then be properly disposed of or washed, and shall not be exposed to others.
- 5) Public courtesies such as handshakes or other greetings shall be respectfully avoided.
- 6) Any member of the public approaching city representatives, whether they be city staff or elected or appointed officials must maintain six-foot social distancing.

Any person who fails to comply with the COVID-19 Precautions may be removed from the meeting.

EXPANDED OPPORTUNITY FOR PUBLIC COMMENT OR PUBLIC TESTIMONY:

The City shall continue to allow expanded opportunities for members of the public who do not attend to participate in Public Comment and Public Testimony. Such participation will be allowed when recognized upon the Mayor's announcement.

ANYONE WHO DOES NOT ATTEND BUT DESIRES TO COMMENT ON A MATTER NOT ON THE AGENDA OR TESTIFY ON A MATTER ON THE AGENDA AT THIS MEETING MUST SEND THEIR COMMENT IN WRITING USING THE FORM AT www.cowtx.org/publiccomment NO LATER THAN ONE (1) HOUR PRIOR TO THE MEETING.

during a public meeting of the Watauga City Council to be read into the record. Up to three minutes shall be allotted for each written or oral comment to be read/spoken into the record of the meeting. All timely written comments will be read into the record of the meeting at the appropriate time during the meeting. While reasonable efforts will be taken to gather comments received within the hour prior to the meeting or received during the meeting, all such comments are considered untimely and may not be recognized and read during the meeting.

CALL TO ORDER

ROLL CALL

PUBLIC TESTIMONY Members of the public are invited and encouraged to attend all public meetings of the Planning & Zoning Commission that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Planning & Zoning Commission that citizens actively participate in the City's governance system and processes. Public input to the Commission is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. Individuals desiring to speak during Public Testimony shall be called upon to speak only after completing a Request to Speak form provided. The Request to Speak form for Public Testimony shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of that respective item by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the Commission. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and efficiency of the meeting. Reasonable time limitations may be placed on public testimony by the presiding officer in order to conduct an efficient and effective public meeting.

APPROVAL OF MINUTES

1. Consideration of June 17, 2020 Workshop Meeting of the Watauga Planning and Zoning Commission Meeting Minutes.
2. Consideration of June 17, 2020 Regular Meeting of the Watauga Planning and Zoning Commission Meeting Minutes.

PUBLIC HEARING

1. **Z. 20-02 with SUP:** Consider request for a zoning change from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) for Frontier States Development Services, to allow a facility for the storage of ice and water for retail sale for individual or family use, at 6527 Watauga Rd. commonly known as 6531 Watauga Rd, being Lot 1 of the Regency Square Addition. The property is located west of Rufe Snow Drive. Tan B. Le, owner. Mark Sellers, applicant.

NEW BUSINESS

1. Consideration and action on case **Z. 20-02 with SUP:** Request for a zoning change for Frontier States Development Services, from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) to allow a facility for the storage of ice and water for retail sale at 6527 Watauga Rd. commonly known as 6531 Watauga Rd., being Lot 1 of

the Regency Square Addition.

2. Discuss and consider action to accept the Planning & Zoning Commission Rules of Procedure and recommend approval of Rules of Procedure to the City Council.
3. Discussion and action of Members of the Commission with two consecutive absences requiring commission determination if reasons for absences are sufficient to be excused or constitute failure to exhibit a general interest in the endeavors of the commission.

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Andrea Gardner, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on August 14, 2020, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Andrea Gardner, City Secretary





AGENDA MEMORANDUM

DATE: August 5, 2020

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Building Official
Paul Hackleman, P.E., CFM, Director of Public Works

SUBJECT: Consideration of June 17, 2020 Workshop Meeting of the Watauga Planning and Zoning Commission Meeting Minutes.

BACKGROUND/INFORMATION:

This item contains Workshop Minutes Draft from the June 17, 2020 workshop for Planning and Zoning review and approval.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Planning and Zoning Commission review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. June 17, 2020 Workshop Meeting Minutes - DRAFT

REVIEWED BY:

Randy Richards, CFM, Building Official
Andrea Gardner, City Manager

Approved - 8/14/2020
Final Approval - 8/14/2020

Approved as to form for inclusion on Agenda



“A GREAT PLACE TO LIVE”

**MINUTES
PLANNING AND ZONING COMMISSION
WEDNESDAY, JUNE 17, 2020
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
WORKSHOP MEETING
5:30 P.M.**

CALL TO ORDER

Chairperson Larry Clark called the workshop meeting to order at 5:38 p.m.

ROLL CALL

Larry Clark	Chairperson
Cristy McCauley	Vice-Chairperson, via video-conference
Robert Martinez-Merlo	Member
Kay Ivey	Member
Sharon Gehle	Member
And	
Paul Hackleman	Director of Public Works
Jeannette Garcia	Planning and Zoning Coordinator
Art Miner	Mayor
Tom Snyder	Council Liaison
With	
Karen Isbell, Secretary, absent with notice	
Ron Holland, Member, absent	

PRESENTATIONS

1. Discuss creating Rules and Procedures for Planning and Zoning Commission members during meetings.

Mayor Art Miner began with stating he and the City Council would like standardized Rules and Procedures in which all boards and commissions create to follow. These guidelines are to be followed by all persons attending the Planning and Zoning Commission meetings.

He reminded the Commission this workshop was the time to ask general questions. The more specific questions could be brought to light and discussed during the Action item of the regular meeting.

All commission members in attendance were allowed opportunity to ask questions of the Mayor.

ADJOURNMENT

With there being no further business to discuss, Chairperson Larry Clark adjourned the workshop meeting at 6:00 p.m.

APPROVED: this the _____ day of _____, 2020.

SIGNED: this the _____ day of _____, 2020

APPROVED: _____
Larry Clark, Chairperson

ATTEST: _____
Karen Isbell, Secretary

NOTE: Original Audio Recording of this meeting is preserved and maintained by the City Secretary's Office.



AGENDA MEMORANDUM

DATE: July 29, 2020

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Building Official
Paul Hackleman, P.E., CFM, Director of Public Works

SUBJECT: Consideration of June 17, 2020 Regular Meeting of the Watauga Planning and Zoning Commission Meeting Minutes.

BACKGROUND/INFORMATION:

This item contains Meeting Minutes Draft from the June 17, 2020 Regular meeting for Planning and Zoning review and approval.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Planning and Zoning Commission review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. June 17, 2020 - Regular Meeting Minutes - DRAFT

REVIEWED BY:

Randy Richards, CFM, Building Official
Andrea Gardner, City Manager

Approved - 8/14/2020
Final Approval - 8/14/2020

Approved as to form for inclusion on Agenda



“A GREAT PLACE TO LIVE”

**MINUTES
PLANNING AND ZONING COMMISSION
WEDNESDAY, JUNE 17, 2020
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
REGULAR MEETING
6:30 P.M.**

CALL TO ORDER

Chairperson Larry Clark called the meeting to order at 6:31 p.m.

ROLL CALL

Larry Clark	Chairperson
Cristy McCauley	Vice-Chairperson, via video-conference
Robert Martinez-Merlo	Member
Kay Ivey	Member
Sharon Gehle	Member
And	
Paul Hackleman	Director of Public Works
Jeannette Garcia	Planning and Zoning Coordinator
Art Miner	Mayor
Tom Snyder	Council Liaison
With	
Karen Isbell, Secretary, absent with notice	
Ron Holland, absent	

PUBLIC TESTIMONY

Members of the public are invited and encouraged to attend all public meetings of the Planning and Zoning Commission that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Planning and Zoning Commission that citizens actively participate in the City's governance system and processes. Public input to the Planning and Zoning Commission is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. Individuals desiring to speak during Public Testimony shall be called upon to speak only after completing a Request to Speak form provided. The Request to Speak form for Public Testimony shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of that respective item by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the Commission. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and efficiency of

the meeting. Reasonable time limitations may be placed on public testimony by the presiding officer in order to conduct an efficient and effective public meeting.

APPROVAL OF MINUTES

1. Consideration of February 19, 2020 Regular Meeting of the Watauga Planning and Zoning Commission Meeting Minutes

Vice-Chairperson Cristy McCauley made a motion to approve the minutes of the meeting of February 19, 2020. Member Kay Ivey seconded the motion with all members present voting aye.

AYES: Martinez-Merlo, Ivey, McCauley, Gehle
NAYS: None
ABSENT: Isbell, Holland
ABSTAIN: Clark

PUBLIC HEARING

1. Planning and Zoning Case 20-01: Consider request for a zoning change from Local Business (LB) to General Business (GB) with a Specific Use Permit (SUP) for Meter Calibration Solutions, LLC, to allow Contractor outside storage, at 6001 Plum St., being Lot 12, Block 8 of the Original Town of Watauga. The property is located east of Denton Highway, west of Plum St. and north of Bowie St. Adam Thompson, owner/applicant.
2.
 - a. Open Public Hearing allow for staff comments – Chairperson Larry Clark opened the public hearing at 6:35 p.m. Planning Coordinator Jeannette Garcia introduced Adam Thompson, owner, Meter Calibration Solutions, LLC to begin the public hearing with a brief overview of the request being made. Questions were asked by commission members Sharon Gehle, Robert Martinez-Merlo and Chairperson Larry Clark.
 - b. Public Comments – No public comment was received. Members of the Commission followed up with questions and comments of their own.
 - c. Close Public Hearing – Chairperson Clark closed the public hearing and reconvened the regular meeting at 6:41 p.m.

NEW BUSINESS

1. Consideration and action of case **Z. 20-01 with SUP**: Request for a zoning change for Meter Calibration Solutions LLC from Local Business (LB) to General Business (GB) with a Specific Use Permit (SUP) to allow Contractor outside storage at 6001 Plum St. being described as Lot 12, Block 8 of the Original Town of Watauga Addition.

Member Sharon Gehle made a motion to approve the item as presented. Member Kay Ivey seconded the motion which passed as follows: Roll call vote was taken with all present voting aye.

AYES: Martinez-Merlo, Ivey, McCauley, Gehle
NAYS: None
ABSENT: Isbell, Holland
ABSTAIN: Clark

2. Discuss and consider action to create Rules and Procedures for Planning and Zoning Commission members during meetings.

Chairperson Larry Clark introduced the rules and procedures packet with members making recommendations to changes being requested. Items of discussion included following the council order of business. Public comment will be allowed after the introduction of each new business item. Request was made to include Planning Coordinator and phone contact information for instances of absences or late arrivals and to convert City Secretary to Planning Coordinator where applicable. Additional items are to be included with regards to Standards of Conduct and use of Social Media.

At this time, this item is solely a discussion item with no motion being necessary. Staff will make recommended revisions for review by the commission at the next regular meeting scheduled.

ADJOURNMENT

With there being no further business to discuss, Chairperson Larry Clark adjourned the meeting at 7:19 p.m.

APPROVED: this the _____ day of _____, 2020.

SIGNED: this the _____ day of _____, 2020

APPROVED: _____
Larry Clark, Chairperson

ATTEST: _____
Karen Isbell, Secretary

NOTE: Original Audio Recording of this meeting is preserved and maintained by the City Secretary's Office.



AGENDA MEMORANDUM

DATE: July 29, 2020

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Building Official
Paul Hackleman, P.E., CFM, Director of Public Works

SUBJECT: **Z. 20-02 with SUP:** Consider request for a zoning change from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) for Frontier States Development Services, to allow a facility for the storage of ice and water for retail sale for individual or family use, at 6527 Watauga Rd. commonly known as 6531 Watauga Rd, being Lot 1 of the Regency Square Addition. The property is located west of Rufe Snow Drive. Tan B. Le, owner. Mark Sellers, applicant.

BACKGROUND/INFORMATION:

Frontier States Development Services is requesting the zoning change, in accordance with Section 115-33 of the Zoning Chapter of the City of Watauga, Texas, from General Business (GB) to Commercial Business (C) with a specific use permit (SUP) to allow a facility for the storage of ice and water for retail sale to the public at 6527 Watauga Rd.

The business will construct a 251 S.F. building with an additional 60 S.F. of customer "approach" under a front awning with bollards for customer safety. This will remove 4 parking spaces at no effective loss to the center.

The Public Hearing Notice was duly posted and published by the City Secretary's Office on July 31, 2020, in the Fort Worth Star Telegram.

Written notice of the Planning Zoning public hearing on the proposed changes was sent to all owners of property, or to the person rendering the same for city taxes, affected by such proposed changes of classification, and to all owners of property, or to the person rendering the same for city taxes located within 200 feet of the Property affected thereby, in accordance with Section 115-35(c)(3)(b)

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend allowing the staff and public participation as published and posted.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:



AGENDA MEMORANDUM

1. FW Star Telegram - OrderConf - 2020-07-29T155455.154

REVIEWED BY:

Karrie Marling, Legal

Randy Richards, CFM, Building Official

George Hyde, Legal

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/14/2020

Approved - 8/14/2020

Approved - 8/14/2020

Final Approval - 8/14/2020

Star-Telegram MEDIA

Arlington Citizen-Journal | The Keller Citizen | La Estrella
Mansfield News-Mirror | Star-Telegram Northeast | Weatherford Star-Telegram
star-telegram.com | 808 Throckmorton St. | Ft Worth, Tx. 76102-6315

Order Confirmation

Customer

CITY OF WATAUGA

Customer Account

600616

Customer Address7105 WHITLEY RD
FORT WORTH TX 761482024 USA**Customer Phone**

817-281-8047

Customer Fax**Sales Rep**

clopez@star-telegram.com

Payor Customer

CITY OF WATAUGA

Payor Account

600616

Payor Address7105 WHITLEY RD
FORT WORTH TX 761482024 USA**Payor Phone**

817-281-8047

Customer EMail**Order Taker**

agrisham@mcclatchy.com

PO Number

Legal Notice

Payment Method

Invoice

Blind Box**Tear Sheets**

0

Proofs

0

Affidavits

1

Net Amount

\$81.24

Tax Amount

\$0.00

Total Amount

\$81.24

Payment Amount

\$0.00

Amount Due

\$81.24

Ad Order Number

0004714488

Order Source**Ordered By**

Raquel Guajardo

Special Pricing**Invoice Text****Promo Type****Package Buy****Materials**

Ad Order Information

<u>Ad Number</u>	<u>Ad Type</u>	<u>Production Method</u>	<u>Production Notes</u>
0004714488-01	FTW-Legal Liner	AdBooker	

<u>External Ad Number</u>	<u>Ad Attributes</u>	<u>Ad Released</u>	<u>Pick Up</u>
		No	

<u>Ad Size</u>	<u>Color</u>
1 X 46 li	

<u>Product</u>	<u>Placement</u>	<u>Times Run</u>	<u>Schedule Cost</u>
FTW- Star-Telegram	0300 - Legals Classified	1	\$66.24

<u>Run Schedule Invoice Text</u>	<u>Position</u>
PLANNING AND ZONING COMMISSION CITY HA	0301 - Legals & Public Notices

Run Dates
07/31/2020

<u>Product</u>	<u>Placement</u>	<u>Times Run</u>	<u>Schedule Cost</u>
FTW-Upsell ST.Com	0300 - Legals Classified	1	\$15.00

<u>Run Schedule Invoice Text</u>	<u>Position</u>
PLANNING AND ZONING COMMISSION CITY HA	0301 - Legals & Public Notices

Run Dates
07/31/2020

PLANNING AND ZONING
COMMISSION
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD,
WATAUGA, TEXAS 76148
AUGUST 19, 2020
6:30 P.M.

Notice is hereby given of a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, on Wednesday, August 19, 2020 at 6:30 p.m. during the regular Planning and Zoning Commission meeting, for the purpose of hearing the following case:

Z. 20-02 with SUP: Consider request for a zoning change from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) for Frontier States Development Services, to allow a facility for the storage of ice and water for retail sale for individual or family use, at 6531 Watauga Rd., being Lot 1 of the Regency Square Addition. The property is located west of Rufe Snow Drive. Tan B. Le, owner. Mark Sellers, applicant.

Published on Friday, July 31, 2020, in the Star Telegram, Legal Notices Section.

I, Andrea Gardner, City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, July 31, 2020 before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.

/s/Andrea Gardner_
City Secretary



AGENDA MEMORANDUM

DATE: July 29, 2020

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Building Official
Paul Hackleman, P.E., CFM, Director of Public Works

SUBJECT: Consideration and action on case **Z. 20-02 with SUP:** Request for a zoning change for Frontier States Development Services, from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) to allow a facility for the storage of ice and water for retail sale at 6527 Watauga Rd. commonly known as 6531 Watauga Rd., being Lot 1 of the Regency Square Addition.

BACKGROUND/INFORMATION:

Frontier States Development Services is requesting the zoning change, in accordance with Section 115-33 of the Zoning Chapter of the City of Watauga, Texas, from General Business (GB) to Commercial Business (C) with a specific use permit (SUP) to allow a facility for the storage of ice and water for retail sale to the public at 6527 Watauga Rd.

The business will construct a 251 S.F. building with an additional 60 S.F. of customer "approach" under a front awning with bollards for customer safety. This will remove 4 parking spaces at no effective loss to the center.

The Public Hearing Notice was duly posted and published by the City Secretary's Office on July 31, 2020, in the Fort Worth Star Telegram.

Written notice of the Planning Zoning public hearing on the proposed changes was sent to all owners of property, or to the person rendering the same for city taxes, affected by such proposed changes of classification, and to all owners of property, or to the person rendering the same for city taxes located within 200 feet of the Property affected thereby, in accordance with Section 115-35(c)(3)(b)

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Commission consider the comments received during the public hearing and make a final report on the zoning change request for City Council consideration during the September 14, 2020 meeting.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:



AGENDA MEMORANDUM

1. Fort Worth Star Telegram Publication July 31, 2020
2. PH Notice MAILED
3. 6531 Watauga Rd_200 foot labels final - Ice Kiosk
4. Application and Statements Combined
5. Watauga Regency Square Site & Elevation Plans
6. Permit Receipt-TX-PLZON-200729-01086 - 07.30.2020

REVIEWED BY:

Karrie Marling, Legal

Approved - 8/14/2020

Randy Richards, CFM, Building Official

Approved - 8/14/2020

George Hyde, Legal

Approved - 8/14/2020

Andrea Gardner, City Manager

Final Approval - 8/14/2020

Approved as to form for inclusion on Agenda

Gracie

legals & public notices

List as disputed, contingent, or unliquidated as to amount, and who desire to participate in this case or share in any distribution, must file proofs of claim on or before December 8, 2020.

5. Notice of Deadline for Filing Proof of Claim Based on the Debtor's Rejection of an Executory Contract or Unexpired Lease. The deadlines set forth in the preceding paragraph 4 for the filing of proofs of claim shall not apply if the claim held by the creditor is based upon an executory contract or unexpired lease of the Debtor that has not yet been rejected pursuant to an order of the Court. Any creditor whose claims arise out of the Court-approved rejection of an executory contract or unexpired lease, in accordance with section 365 of the Bankruptcy Code and pursuant to an order of the Court, must file a proof of claim on or before the later of (i) the General Bar Date, and (ii) that day which is the first business day that is at least thirty (30) days after the date of entry of the Court's order providing for the rejection of such executory contract or unexpired lease.

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARINGS WILL BE HELD by the Westworth Village Planning and Zoning Commission on August 4th at 7:00PM, and the City Council Mtg on August 11th at 7:00PM to receive input on minor replat of 5707 White Settlement Road. Interested persons are invited to attend or submit comments. This facility and its parking lot are wheelchair accessible. Requests for accommodations must be made 48 hours prior to this meeting by contacting the City Secretary at 817-710-2500.

Notice is hereby given that a Public Hearing will be held by the Zoning Commission on August 12, 2020 at 1:00 p.m. and by City Council on August 18, 2020 at 10:00 a.m. in the Council Chamber, Second Floor of the Municipal Building, 200 Texas Street, Fort Worth, Tarrant County, Texas.

2712 - 2724 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2724 - 2726 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2726 - 2728 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2728 - 2730 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2730 - 2732 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2732 - 2734 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2734 - 2736 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2736 - 2738 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2738 - 2740 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2740 - 2742 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2742 - 2744 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2744 - 2746 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2746 - 2748 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2748 - 2750 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2750 - 2752 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2752 - 2754 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2754 - 2756 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2756 - 2758 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2758 - 2760 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2760 - 2762 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2762 - 2764 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2764 - 2766 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2766 - 2768 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2768 - 2770 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2770 - 2772 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2772 - 2774 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2774 - 2776 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2776 - 2778 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2778 - 2780 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2780 - 2782 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2782 - 2784 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2784 - 2786 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2786 - 2788 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2788 - 2790 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2790 - 2792 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2792 - 2794 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2794 - 2796 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2796 - 2798 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2798 - 2800 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2800 - 2802 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2802 - 2804 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2804 - 2806 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2806 - 2808 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2808 - 2810 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2810 - 2812 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2812 - 2814 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2814 - 2816 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2816 - 2818 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2818 - 2820 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2820 - 2822 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2822 - 2824 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2824 - 2826 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2826 - 2828 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2828 - 2830 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2830 - 2832 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2832 - 2834 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2834 - 2836 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2836 - 2838 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2838 - 2840 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2840 - 2842 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2842 - 2844 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2844 - 2846 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2846 - 2848 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2848 - 2850 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2850 - 2852 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2852 - 2854 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2854 - 2856 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2856 - 2858 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2858 - 2860 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2860 - 2862 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2862 - 2864 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2864 - 2866 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2866 - 2868 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2868 - 2870 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2870 - 2872 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2872 - 2874 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2874 - 2876 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2876 - 2878 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2878 - 2880 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2880 - 2882 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2882 - 2884 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2884 - 2886 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2886 - 2888 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2888 - 2890 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2890 - 2892 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2892 - 2894 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2894 - 2896 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2896 - 2898 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2898 - 2900 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2900 - 2902 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2902 - 2904 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2904 - 2906 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2906 - 2908 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2908 - 2910 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2910 - 2912 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2912 - 2914 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2914 - 2916 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2916 - 2918 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2918 - 2920 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2920 - 2922 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2922 - 2924 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2924 - 2926 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2926 - 2928 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2928 - 2930 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2930 - 2932 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2932 - 2934 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2934 - 2936 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2936 - 2938 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2938 - 2940 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2940 - 2942 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2942 - 2944 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2944 - 2946 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2946 - 2948 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2948 - 2950 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2950 - 2952 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2952 - 2954 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2954 - 2956 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2956 - 2958 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2958 - 2960 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2960 - 2962 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2962 - 2964 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2964 - 2966 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2966 - 2968 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2968 - 2970 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2970 - 2972 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2972 - 2974 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2974 - 2976 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2976 - 2978 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2978 - 2980 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2980 - 2982 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2982 - 2984 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2984 - 2986 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2986 - 2988 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2988 - 2990 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2990 - 2992 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2992 - 2994 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2994 - 2996 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2996 - 2998 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

2998 - 3000 (evens) Azalea Avenue 0.79 acres

Zoning Change: From: "A-5" One-Family To: "UR" Urban Residential Description: Linwood Addition, Block 9, Lots 11-14

legals & public notices

tance of 310.14 feet to a 1/2 inch rebar with a cap stamped "ASC" set for the Northeast corner of the herein described tract;

THENCE South 00 Degrees 37 Minutes 58 Seconds East, departing the South line of said Fort Worth Digital Diagnostic Service Corporation tract, over, across, and through said Lot 1, a distance of 112.50 feet to an "X" set on concrete paving for corner;

THENCE South 89 Degrees 22 Minutes 02 Seconds West, continuing through said Lot 1, a distance of 14.74 feet to an "X" set on concrete paving for corner;

THENCE South 04 Degrees 59 Minutes 41 Seconds West, continuing through said Lot 1, a distance of 46.71 feet to a 1/2 inch rebar with a cap stamped "ASC" set for corner lying on the North right-of-way line of said North Tarrant Parkway at the beginning of a non-tangent curve to the right, having a central angle of 18 Degrees 30 Minutes 48 Seconds, a radius of 845.00 feet, and a chord bearing and distance of North 72 Degrees 03 Minutes 14 Seconds West, 271.85 feet;

THENCE, in a westerly direction, with the North right-of-way line of said North Tarrant Parkway, and along said non-tangent curve to the right, an arc length of 273.03 feet to a 5/8 inch rebar with an illegible cap found for corner;

THENCE North 27 Degrees 12 Minutes 10 Seconds East, continuing with the North right-of-way line of said North Tarrant Parkway, a distance of 10.00 feet to a 5/8 inch rebar found for corner at the beginning of a non-tangent curve to the right, having a central angle of 02 Degrees 58 Minutes 40 Seconds, a radius of 835.00 feet, and a chord bearing and distance of North 61 Degrees 18 Minutes 29 Seconds West, 43.39 feet;

THENCE in a northwesterly direction, continuing with the North right-of-way line of said North Tarrant Parkway, and along said non-tangent curve to the right, an arc length of 43.40 feet to the POINT OF BEGINNING and containing 35,776 square feet or 0.821 acres of land, more or less.

2200-097 4419 Rockwood Drive, 4400 & 4406 White Settlement Road 0.60 acres

Zoning Change: From: "A-10" One-Family, "E" Neighborhood Commercial and "I" Light Industrial To: "PD/E" Planned Development for all uses in "E" Neighborhood Commercial plus cabin rentals, outdoor stage and bar area and more than 50% enclosed storage area with development standards for setbacks and parking; site plan included

2200-098 BEING a tract a part of Lot 3, Block 1, Brookside Annex, an addition to the City of Fort Worth, Tarrant County, Texas, according to the Plat recorded in Volume 388-A, Page 86, of the Plat Records of Tarrant County, Texas (PRTC) and being a part of the tract as described in the Deed to the City of Fort Worth, Tarrant County, Texas recorded in Volume 6262, Page 486 of the Deed Records of Tarrant County, Texas, said tract being tied to the Texas Coordinate System, North Central Zone, NAD83 using RTK surveying methods tied to the SmartNet network reference Station No 2308 bearings are grid and distances horizontal ground measurements, said tract being more particularly described as follows:

COMMENCING at a found 1/2inch iron pin for the southwest corner of the said Lot 3,

legals & public notices

iron pin, being the east corner of the said Lot 6, Block 1 Brookside Annex and being on a curve, being the north right-of-way of Brookside Drive according to the said Brookside Annex plat, the center of said curve bears N33°40'47"W, 5639.70ft;

THENCE southwesterly with the said curve through a central angle of 2°17'09" for a distance of 225.00ft;

THENCE N13°49'13"W, 95.47ft. to a point in the south line of the TCWCID, said point being on a curve from which the center bears S16°57'22"E, 676.78ft.;

THENCE northeasterly with the said curve through a central angle of 4°07'26" for a distance of 48.71ft. to a point of compound curve from which the center bears S12°40'27"E, 678.78ft.;

THENCE northeasterly through a central angle of 4°31'20", for a distance 53.58ft.;

THENCE N81°42'20"E, 10.00ft. to the beginning a curve from which the center bears N8°22'40"W, 859.02ft.;

THENCE northeasterly through a central angle of 11°52'46" for a distance of 178.10ft. to a point in the east line of the said Lot 6 and also being in the westerly right-of-way of Rockwood Drive according to the said Brookside Annex plat;

THENCE S33°40'47"E, with said line of Rockwood Drive 18.70ft to the place of beginning and containing 18,846 square feet of land

SP-20-020 600 N. Meacham Boulevard 18.00 acres

Zoning Change: To: Amend PD 1106 site plan to add a new warehouse building

Description Transload Addition, Block 1, Lot 3



Public Hearing Notice – Zoning Change w/ SUP

August 5, 2020

Dear Property Owner/Resident:

The Planning and Zoning Commission will hold a public hearing to consider an application for zoning change with specific use permit at their meeting on August 19, 2020 at 6:30 PM in the Council Chamber at Watauga City Hall, 7105 Whitley Road. The City Council will hold a public hearing at their meeting on September 14, 2020 at 6:30 PM in the Council Chamber at Watauga City Hall, 7105 Whitley Road.

Z. 20-02 with SUP: Consider request for a zoning change from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) for Frontier States Development Services, to allow a facility for the storage of ice and water for retail sale for individual or family use, at 6531 Watauga Rd., being Lot 1 of the Regency Square Addition. The property is located west of Rufe Snow Drive. Tan B. Le, owner. Mark Sellers, applicant.

In accordance with State law, you are receiving this notice due to public records available through Tarrant Appraisal District reflect you are the owner(s) of property within two hundred (200) feet of the subject property. A site map is attached for your information.

If you are interested, you are invited to attend these meetings. If you cannot attend these meetings and wish to provide written comments or documentation to the Commission, please return your information on the attached response form.

If you have any questions, please contact me at 817-514-5827 or e-mail igarcia@wataugatx.org.

Sincerely,

A handwritten signature in blue ink that reads 'Jeannette Garcia'.

Jeannette Garcia
Planning and Zoning Coordinator

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>



To: City of Watauga, Texas

From: _____

(Address of Your Property that Could Be Impacted by this Request)

RE: **Z. 20-02 with SUP:** Consider request for a zoning change from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) for Frontier States Development Services, to allow a facility for the storage of ice and water for retail sale for individual or family use, at 6531 Watauga Rd., being Lot 1 of the Regency Square Addition. The property is located west of Rufe Snow Drive. Tan B. Le, owner. Mark Sellers, applicant.

☐

I RECOMMEND APPROVAL OF THE REQUEST

☐

I RECOMMEND DENIAL OF THE REQUEST

Comments: _____

Printed Name

Signature

Date

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

**Owners within 200 feet
of Subject Property-6531 Watauga Rd-#Z.20-02 w/SUP**

Owner	Owner_Address	Owner_City State	Owner_Zip	Situs_Address
6531 Watauga LTD	805 Marquis Ct	Costa Mesa, CA	92626-7304	6531 Watauga Rd
Daunis Letaine	106 Blue Stem Ln	Haslet TX	76052-3392	6500 Watauga Rd
Dolgen Corp of Texas Inc	100 Mission Rdg #4684	Goodlettsville, TN	37072-2171	6546 Watauga Rd
Jiffy Lube International Inc	PO Box 4427	Houston, TX	77210-4427	6546 Watauga Rd
Firooz & Yomtoob LLC	PO Box 172212	Arlington, TX	76003	6441 Watauga Rd
Woodcrest Marketplace LP	3113 S University Fl 6 Dr	Fort Worth, TX	76109-5616	6601 Watauga Rd
Richard R Tanner	6300 Skylark Ln	Fort Worth, TX	76148-3319	6300 Skylark Ln
Sandra Guevara and Elizabeth Fuentes	6304 Skylark Ln	Fort Worth, TX	76148	6304 Skylark Ln
Patricia F Higginbotham	6308 Skylark Ln	Fort Worth, TX	76148-3319	6308 Skylark Ln
Maxmiano Diaz	6312 Skylark Ln	Watauga, TX	76148-3319	6312 Skylark Ln
Andrew Loza	6316 Skylark Ln	Watauga, TX	76148-3319	6316 Skylark Ln
Terri Ann Stembridge	6320 Skylark Ln	Watauga, TX	76148-3319	6320 Skylark Ln
Roberto Castro	6321 Skylark Ln	Watauga, TX	76148-3320	6321 Skylark Ln
Jose A & Gloria Benitez	6313 Skylark Ln	Watauga, TX	76148-3320	6313 Skylark Ln
SS Homes LLC	24 Brecknock Ct	Newtown, PA	18940	6309 Skylark Ln
SLV Homes LLC	PO Box 80152	Keller, TX	76244	6305 Skylark Ln
Thomas David Dolan	5624 Caracas Dr	N Richland Hills, TX	76160	6301 Skylark Ln
Larry J Plant	6600 Avalon Dr	Watauga, TX	76148-2940	6600 Avalon Dr
LP Global Properties LLC	8116 Keechi Creek Ct	Fort Worth, TX	76137	6544 Avalon Dr
Leigh Court Investments LLC	5200 Lighthouse Dr	Flower Mound, TX	75022	6540 Avalon Dr
Anthony Carl Kojis	6536 Avalon Dr	Fort Worth, TX	76148-2938	6536 Avalon Dr
Ryan Douglas Giles	6532 Avalon Dr	Fort Worth, TX	76148-2938	6532 Avalon Dr
6528 Avalon LLC	PO Box 820454	N Richland Hills, TX	76182	6528 Avalon Dr
Ronald and Linda Nuzum	623 Allister Ct	Roanoke , TX	76262	6524 Avalon Dr
Trinity River Inv	212 Kilkenney Ct	Keller, TX	76248	6520 Avalon Dr
Michael Forrest Seaver	1118 Pheasant Ridge	Keller, TX	76248	6428 Dream Ln
Current Owner	6429 Dream Ln	Watauga, TX	76148	6429 Dream Ln
Clayton Venable	6517 Avalon Dr	Watauga, TX	76148-2939	6517 Avalon Dr
Michael Ross	1101 Bourland Rd	Keller, TX	76248-3928	6521 Avalon Dr
Carlos and Deborah Martinez	6525 Avalon Dr	Fort Worth, TX	76148-2939	6525 Avalon Dr
Antonio and Avelar Alvarez	6529 Avalon Dr	Watauga, TX	76148-2939	6529 Avalon Dr
Vianey Figueroa	6533 Avalon Dr	Watauga, TX	76148	6533 Avalon Dr
Max R Webb and Jensen Kate Lennox	6537 Avalon Dr	Fort Worth, TX	76148	6537 Avalon Dr

**Owners within 200 feet
of Subject Property-6531 Watauga Rd-#Z.20-02 w/SUP**

Avalon Trust	6006 Conway Rd	Bethesda, MD	20817	6541 Avalon Dr
Betty Mae Richardson	6601 Avalon Dr	Fort Worth, TX	76148-2941	6601 Avalon Dr



Planning & Zoning Application

CASE NO. Z. 20-02 w/sup

P&Z Fee: \$1200.00

Date Paid: 7/30/2020

Receipt #: 20-00754

SELECT ZONING APPLICATION TYPE:

☒ Zoning Change

☒ Specific Use Permit

☐ Planned Development

PROPOSED USE OF PROPERTY: Additional Use (will NOT replace existing): ice and water kiosk - self-service/24HR operation

EXISTING USE OF PROPERTY: Shopping center w/parking

ZONING INFORMATION: From Existing GB-General Business District to Proposed C-Commercial District
with additional approval of the SUP

PROPERTY ADDRESS: 6531 Watauga Road Watauga, TX 76148

Legal Description: (Abstract) REGENCY SQUARE (Tract) (Block) (Lot) LOT 1
ADDITION Lot 1

(Survey) (Addition) REGENCY SQUARE

IF PROPERTY IS NOT PLATTED, PLEASE PROVIDE METES AND BOUNDS DESCRIPTION.

COMPLIANCE OF PROPOSED PROJECT TO THE CITY OF WATAUGA COMPREHENSIVE USE PLAN: If Yes then skip to next section of application if No then provide answers to the questions below:

- ☐ Will the proposed change enhance the site and the surrounding area? XYes No
- ☐ Is the necessary infrastructure already in place? XYes No (if not, explain in narrative)
- ☐ Is the proposed change a better use than that is recommended by Future Land Use Plan/Map?
XYes No (if yes, explain in narrative) N/A - no existing recommended.
- ☐ Will the proposed use impact adjacent residential areas in a negative manner or may it enhance it? May/probably will enhance.
Yes XNo Local residents and businesses welcome this use in other new installations.
- ☐ Are uses adjacent to proposed use similar in nature in terms of appearance, hours of operation, and other general aspects of compatibility?
XYes No Generally yes, but business operation is self-serve/ 24x7x365.
- ☐ Does the proposed use present a significant benefit to public health, safety and welfare of community? Convenient (serve-yourself), high-quality ice and water, new construction, well lit.
XYes No

OWNER INFORMATION: NAME: TAN B. LE

(Please Print)

ADDRESS: 805 MARQUIS CT, COSTA MESA, CA 92626

PHONE: (714) 697-3808 EMAIL: Tan.le@sbcglobal.net

For additional owners, please include additional copies of this page. The property owner may sign the application or submit a notarized letter of authorization.



Planning & Zoning Application

REPRESENTATIVE/AGENT INFORMATION: NAME: Mark Sellers
(Please Print)
BUSINESS NAME (If applicable): Frontier States Development Services (Owner/Operator)
(Title)
BUSINESS ADDRESS: 4513 N Shore Dr., The Colony, TX 75056
PHONE: 469.446.3518 EMAIL: marksellers@bestice2go.com

*I have read the completed application and know the same is true and correct and hereby agree that if a permit is issued all provisions of the City Ordinances and State Laws will be complied with whether herein specified or not. I agree to comply with all property restrictions. I am the owner of the property or the duly authorized agent.

*Submittal of false information or omission as required by this application may result in any permit, license, or approval being revoked.

*Signatures certify that all information provided is true and correct.

*Application will be considered filed when project is set on an appropriate agenda.

TAN B. LE
Owner Name (Print)

7/21/2020
Date

Mark Sellers
Owner Signature

Sanford Mark Sellers
Agent Name (Print)

6/15/2020
Date

Sanford Mark Sellers
Agent Signature

APPLICATION SUBMITTAL REQUIREMENTS

- ☐ Ten (10) folded copies of 24"x36" of a Site Plan (Technical requirements provided on separate sheet), Landscaping Plan, Elevations in color and one digital (PDF) copy of zoning exhibit.
- ☐ The following items are required with all types of applications:
- ☐ Planning and Zoning Application form.
- ☐ Application fee of \$600 – Zoning Change; \$600 – Planned Development; \$600 – Specific Use Permit, plus costs incurred by the City for postage, mailing, copying and other related expenses. This is non-refundable.
- ☐ One 11"x17" copy of subdivision plat (if the property is platted).
- ☐ One digital (PDF) copy of subdivision plat (if property is platted).
- ☐ If request is for (i) a portion of a platted lot, or (ii) an un-platted lot, surveyed site boundary dimensions (metes and bounds) and gross acreage determined by licensed surveyor must be provided electronically in Microsoft Word format and in paper copy.
- ☐ Additional information may be requested by the Development Review Team if deemed essential for review and consideration by Planning and Zoning Commission and City Council.
- ☐ Written narrative explaining in detail the proposal.

OFFICE USE ONLY: CASE APPROVED BY:

PLANNING & ZONING COMMISSION: _____ Yes _____ No

CITY COUNCIL: _____ Yes _____ No

ADDITIONAL P&Z FEE: _____ RECEIPT #: _____

DATE: _____

DATE: _____

DATE: _____



Statement of Agent Authorization

I, Tan B Le, owner of 6531 Watauga Rd also
(PLEASE PRINT NAME HERE) ADDRESS
known as Block _____, Lot 1 _____ of the REGENCY SQUARE ADDITION Subdivision in the City
of Watauga hereby certify that I have given my permission to Frontier States Dev Srvs / Mark Sellers
AGENT
to act as my agent for zoning, specific use permit, preliminary plat, final plat, or variance/special
exception for said property. As the owner of the aforementioned property, I accept and agree to be
bound by and comply with any written requirements a zoning, specific use permit, preliminary plat, final
plat or variance/special exception of the property.

Signature of Owner

TAN B. LE

Name (Typed or Printed)

JULY 20, 2020

Date

Notary Acknowledgement No. 2: Before me, the undersigned authority, on this day personally
appeared TAN B. LE, known to me to be the person whose name is
subscribed to the above and foregoing instrument, and knowledge to me that he/she executed the
same for the purposes and consideration expressed and in the capacity therein stated.

Given under my hand and seal of office on this the 21st day of July, 20 20

Notary Public

Notary Public in and For the State of California

My commission expires the 10 day of 28, 20 20.





Statement of Owner Verification

I, TAN BLE hereby certify that the statements furnished on my
(PLEASE PRINT NAME HERE)

Planning & Zoning Application for Planning & Zoning Case 20-02 and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

By signing this application, I certify that I am the legal title holder for the property concerned in the application for the above mentioned Planning & Zoning Case.

Compliance with written requirements. No specific use permit shall be granted unless the applicant, owner, and grantee of the specific use permit shall be willing to accept and agree to be bound by and comply with the written requirements of the specific use permit as attached to the site plan drawing (or drawings) and recommendation by the planning and zoning commission and approved by the city council.

I understand that it is necessary for me or my agent to be present at the Planning and Zoning Commission and City Council public meetings to represent this request.

Tan Ble
Applicant Signature

7/21/20
Date

State of Texas
County of

Before me, the undersigned authority, on this day personally appeared TAN BLE known to me, or proved to me on the oath of Driver License Verification, or through description to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 21st day of July, 2020
Judy Marie Torres
Signature of Notary Public

My commission expires the 10 day of 28, 2020





LEGER	
Ⓟ	216 (PARKING SPS)
Ⓟ	8 (HANDICAP PK SPS)

Handicap

29



SF-6

SF-6

GB

LB

GB

PROPOSED Ice House
10'X25'

Twice The Ice

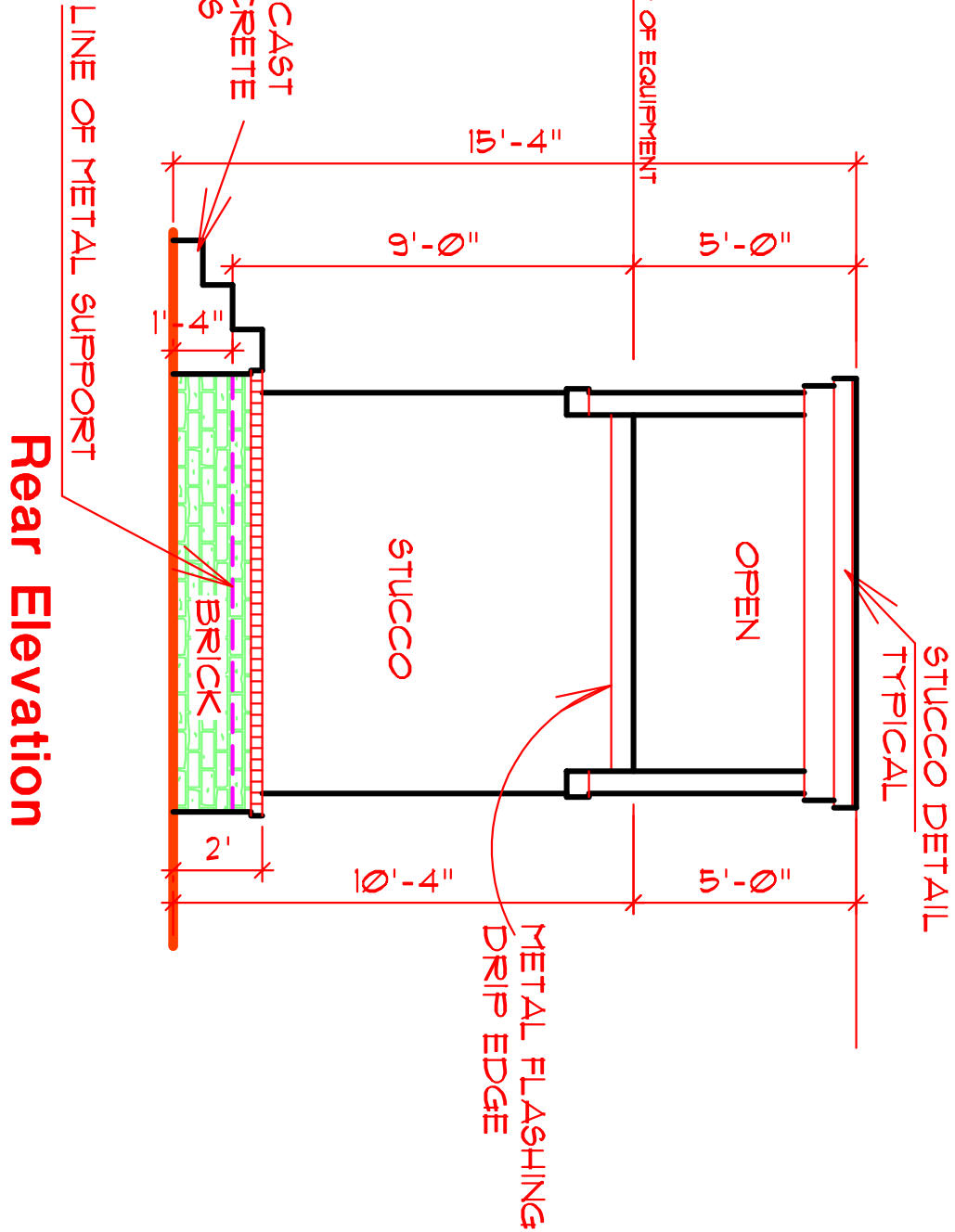
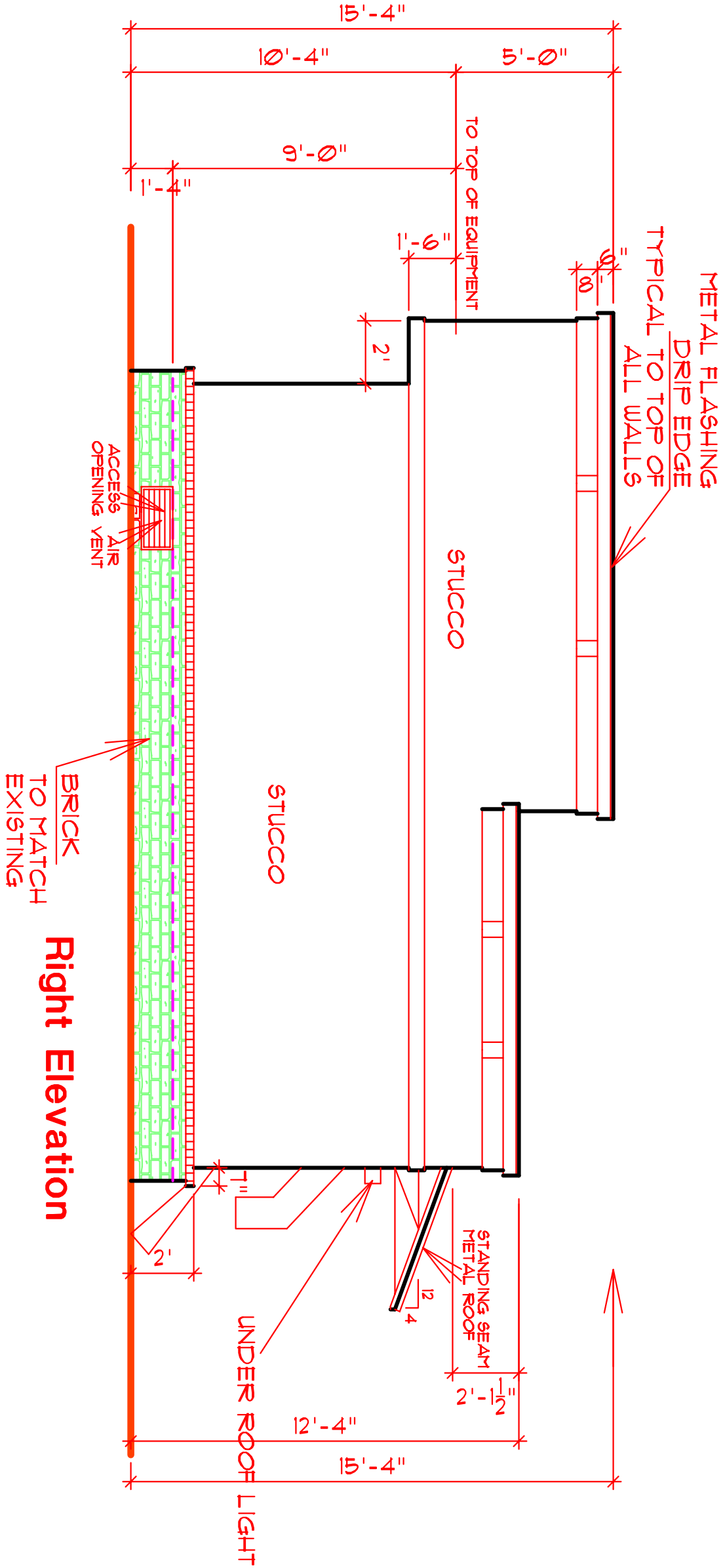
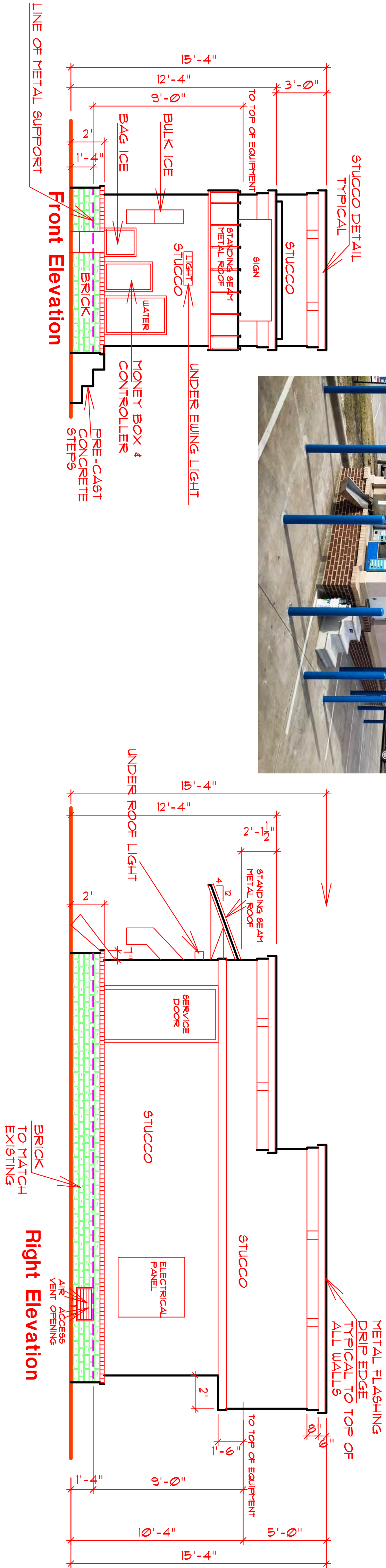
PROJECT ADDRESS

BENCHMARK
DRAFTING & DESIGN

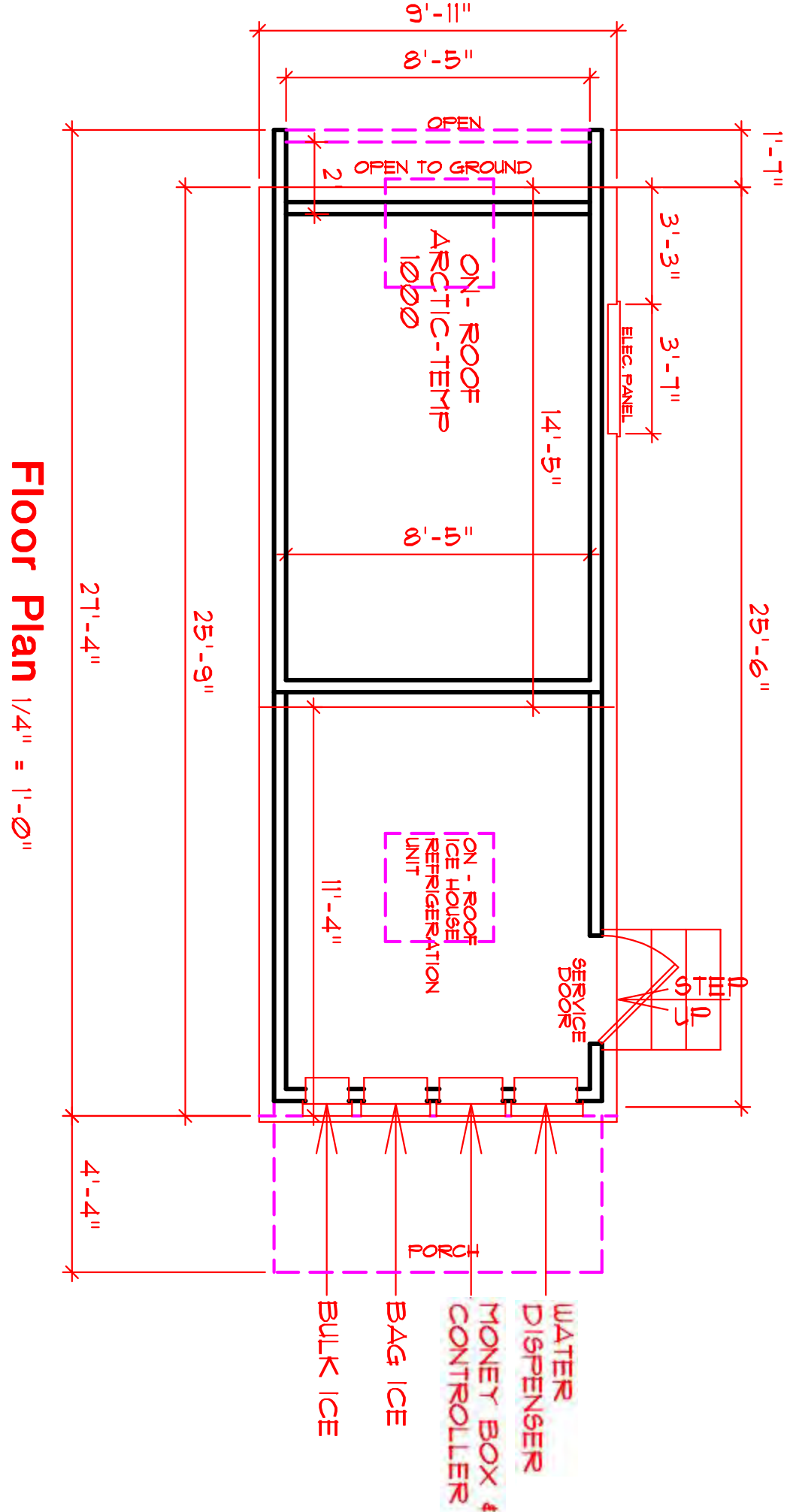
SCOTT BIBBY
5 LATIMER CR.
THE COLONY TX.
75056
972-625-3691

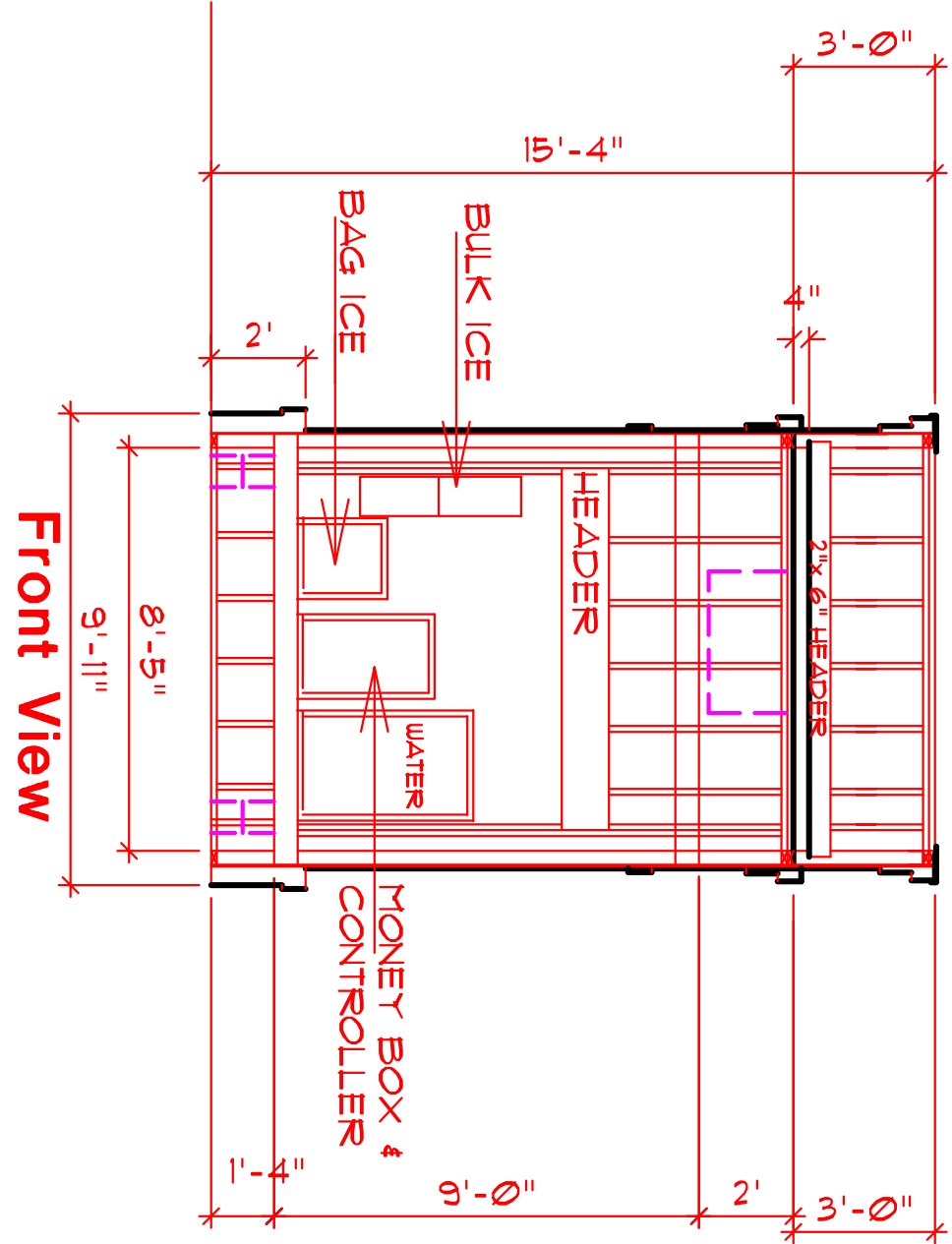
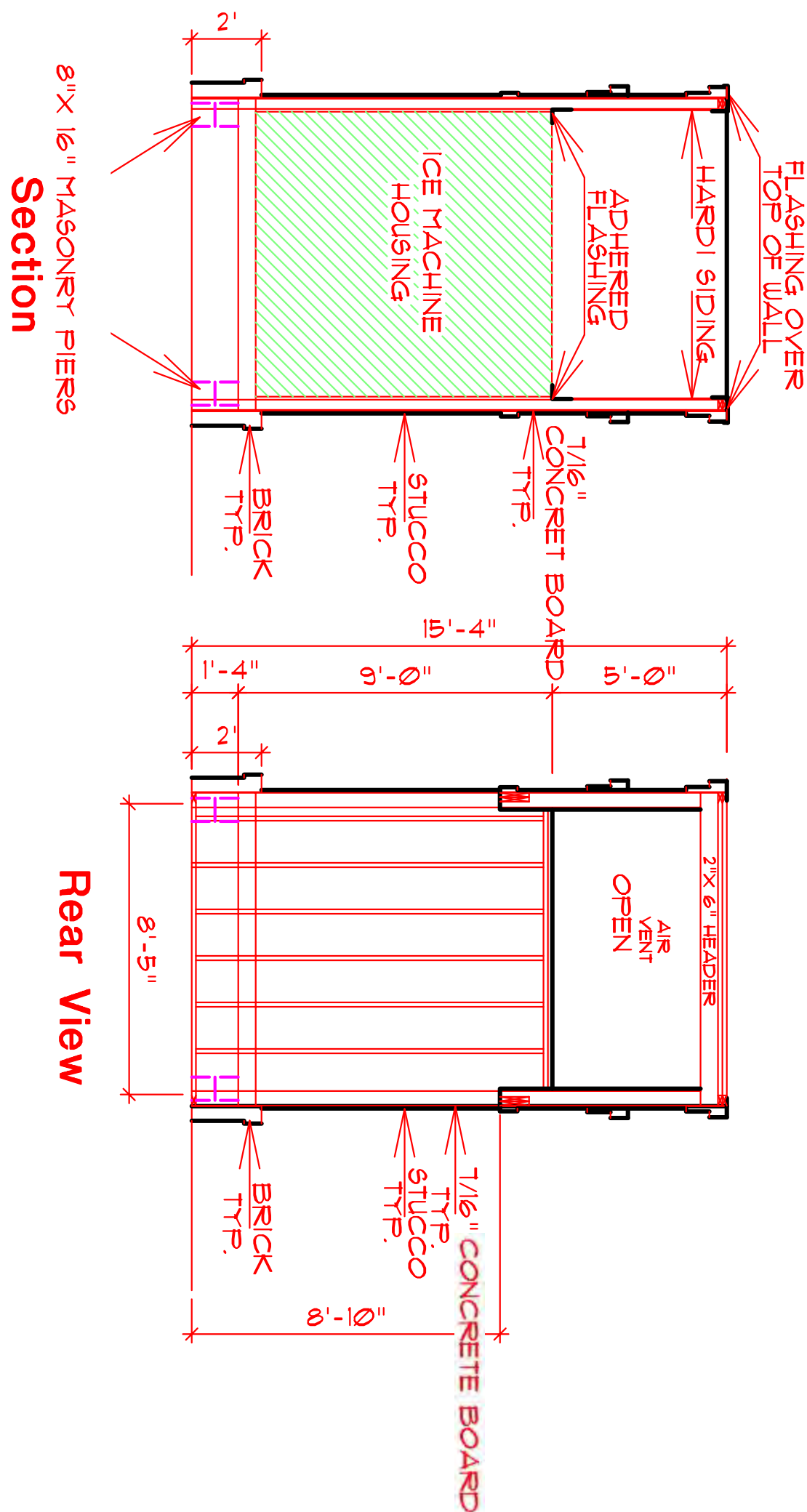
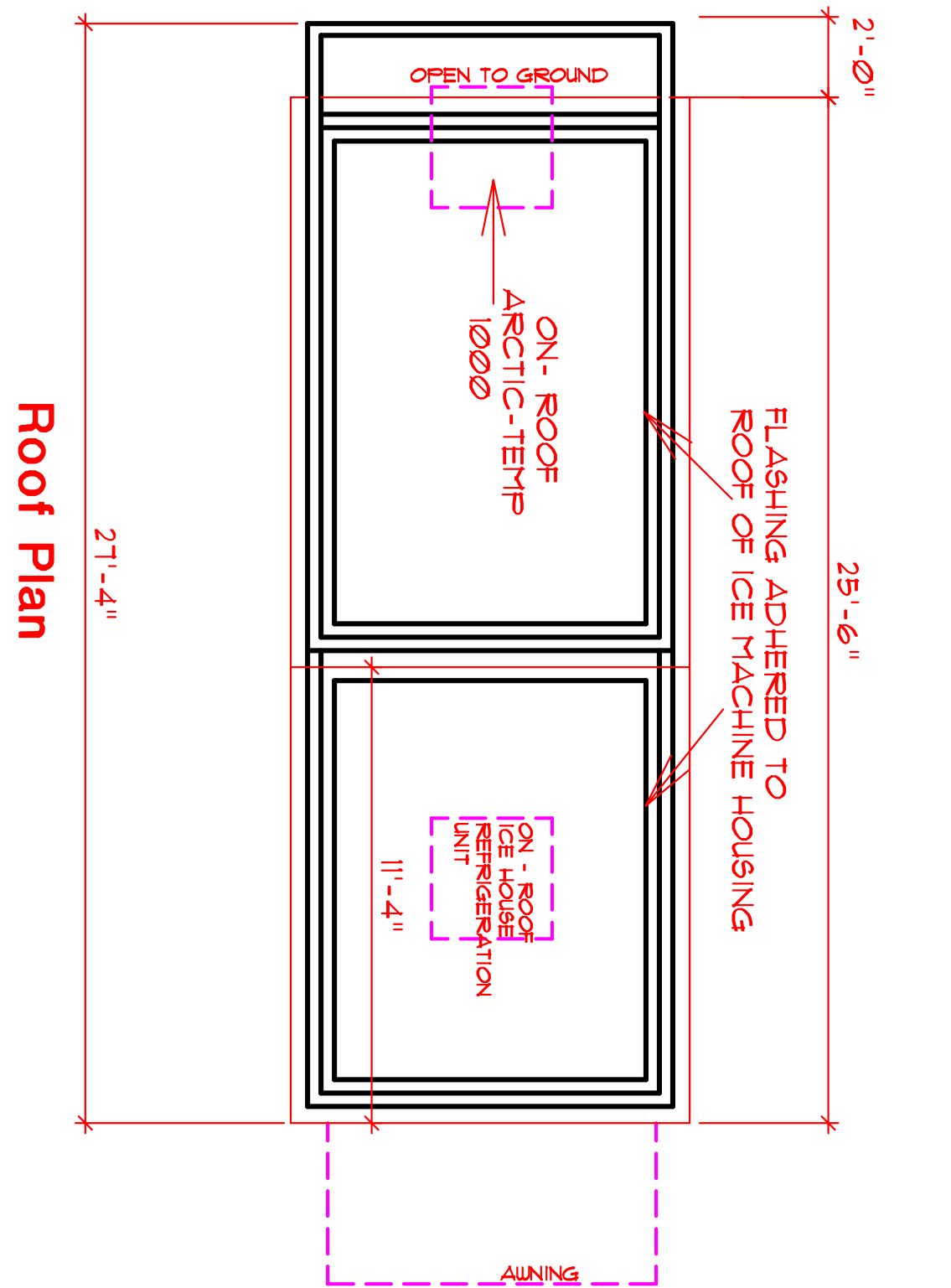
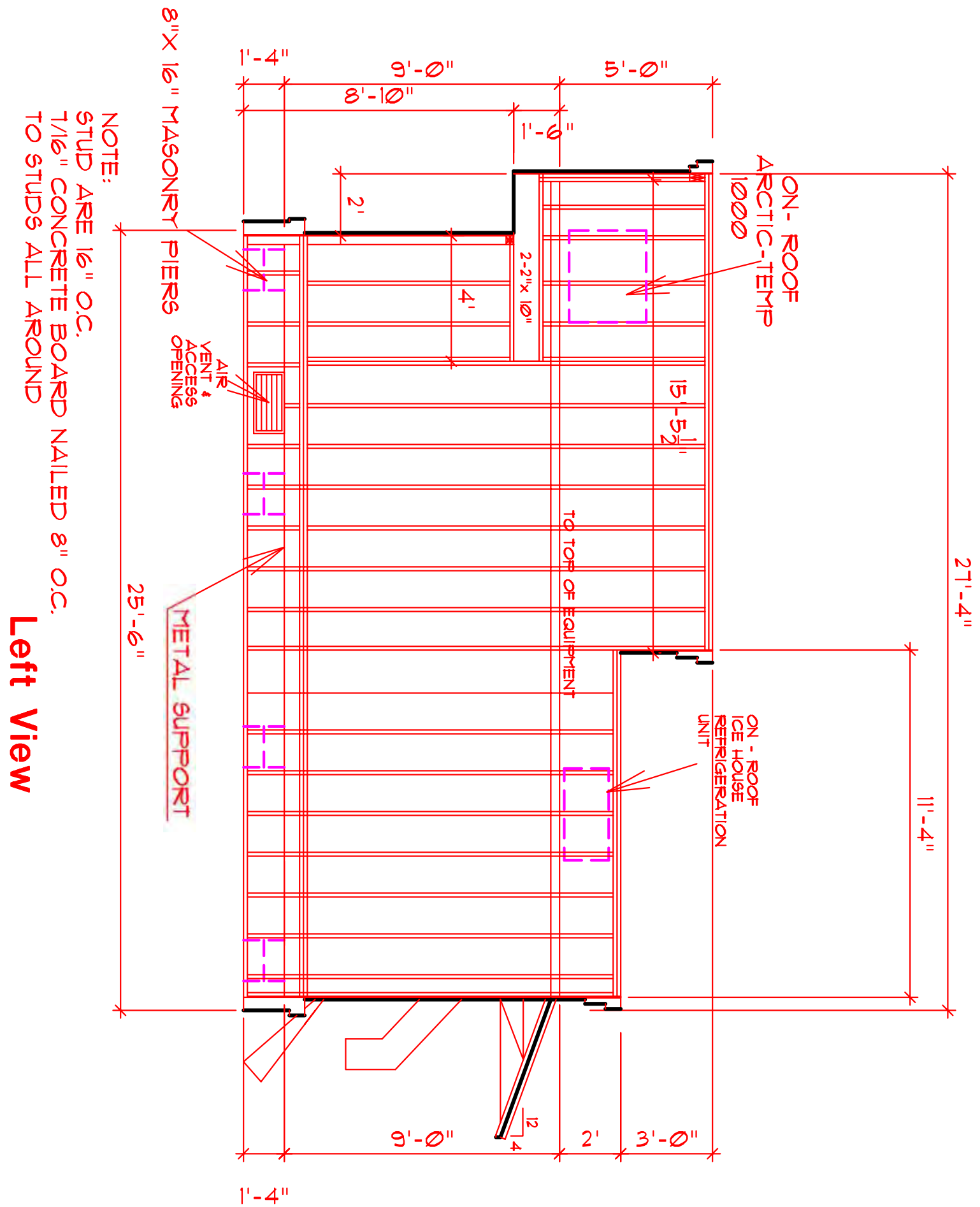
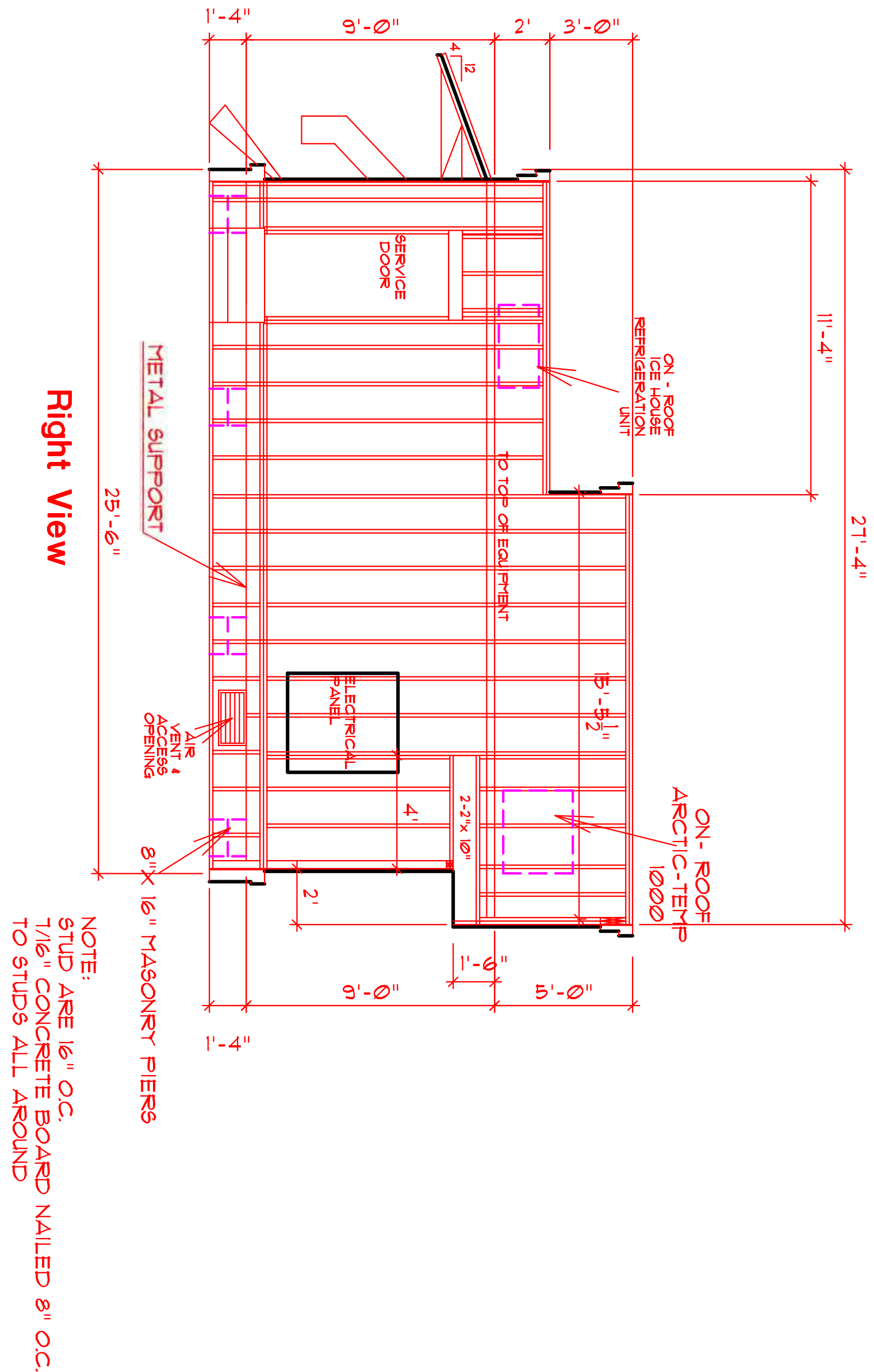


TYPICAL - Stucco with
Brick Wainscot



TYPICAL - Stucco with
Stone Wainscot





BENCHMARK
DRAFTING & DESIGN

SCOTT BIBBY
5 LATIMER CR.
THE COLONY TX.
75056
972-625-3691

PROJECT ADDRESS

Twice The Ice







Permit Receipt

Receipt No.: 20-00754

received from

Business Owner
Business Owner
0000 Business
Watauga, TX 76148-0000

Receipt No.: 20-00754
Receipt Date: 07/30/2020
Receipt Time: 12:07 PM
Payment Method: Credit Card
Project ID #: 20-01086
Project Type: Planning and Zoning
Address: 6531 Watauga Rd.

Transactions

Fee type	Amount
Rezoning Fee	\$ 600.00
Specific Use Permit	600.00

Amount Paid \$ 1,200.00

received by

Jeannette Garcia
Development Services
7800 Virgil Anthony Blvd.
Watauga, TX 76148-2456
(817) 514-5827 Phone
(817) 514-3627 Fax
jgarcia@wataugatx.org

Account Summary

01-000-31550	\$ 600.00
01-000-31580	600.00



AGENDA MEMORANDUM

DATE: August 10, 2020

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Building Official
Paul Hackleman, P.E., CFM, Director of Public Works

SUBJECT: Discuss and consider action to accept the Planning & Zoning Commission Rules of Procedure and recommend approval of Rules of Procedure to the City Council.

BACKGROUND/INFORMATION:

During the June 17, 2020 P&Z Commission Meeting, recommendations were made as attached for consideration and action on Rules of Procedures of the Planning and Zoning Commission.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Planning and Zoning Commission review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Draft - Rules of Procedure - P&Z Commission

REVIEWED BY:

Randy Richards, CFM, Building Official

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/14/2020

Final Approval - 8/14/2020



**CITY OF WATAUGA
PLANNING AND ZONING COMMISSION
RULES OF PROCEDURE MANUAL**

As Adopted by City Council Resolution No. 2020-XX

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Section 1 – GENERAL

Parliamentary law and the rules of procedure derived from such law are essential to all deliberative organizations so that they may consider all matters before them in an effective and efficient manner and produce results that are legal and binding. Moreover, such procedural safeguards ensure due process during deliberations among members of the organization while at the same time protecting the rights of both the group and each member. Accordingly, these rules of procedure establish guidelines to be followed by all persons attending Planning & Zoning Commission meetings, including members of the Commission, administrative staff, news media, citizens and visitors.

Section 2 – AUTHORITY

The City Charter of Watauga, Texas [Adopted: January 19, 1980 and last amended November 5, 2019] provides in Article XI (Planning and Zoning, Board of Adjustment), Sections 11.01 (The planning and zoning commission) - 11.05 (Zoning board of adjustment). Section 101.23(g) of the City of Watauga Code of Ordinances (Meetings) requires the commission to hold meetings whenever necessary to effectively address matters...The Meetings shall be conducted under the requirements of Robert's Rules of Order as adopted by the city council...All meetings shall be open to the public and shall be conducted in accordance with the Texas Open Meetings Act, V.T.C.A., Government Code Ch. 551." Thus, this Planning and Zoning Commission ~~R~~rules of Procedure Manual is established. This Planning and Zoning Commission Rules of Procedure Manual shall be reviewed by the Commission every two years in an open meeting. In the event of any conflict between Texas state law, the City Charter and/or this Rules of Procedures Manual, Texas State law shall prevail and control. In the event of any conflict between the City Charter and this Rules of Procedures Manual, the City Charter shall prevail.

The parliamentary reference for the Commission is the most recent edition of *Robert's Rules of Order Newly Revised* (RONR) (issued in odd-numbered years). When any issue concerning procedure arises that is not covered by the Rules of Procedure, the City Charter or state law, the Commission will refer to RONR, which shall determine such procedural issue. RONR is merely a parliamentary reference and any failure to explicitly follow RONR shall not serve to negate any action taken by the Commission.

For clarification purposes, Commission members will affirmatively state "I second" in order for a motion to be seconded.

Section 3 – MEETINGS

3.01. Texas Open Meetings Act

The Planning and Zoning Commission shall follow both the letter and the spirit of the Texas Open Meetings Act.

3.02. Regular Meetings.

The Commission shall conduct regular meetings generally on the third Wednesday of every month. Regular meetings shall commence at 6:30 p.m. The regular meetings of the Commission shall be held at City Hall and are open to the public. No commission action shall be taken prior to a 6:30 p.m. regular meeting.

3.03. Workshop Meetings.

Workshop meetings may be scheduled by the Chairperson, a majority of Commission Members or by the City Manager. Workshop meetings are normally conducted prior to regular meetings at 5:30 p.m. but may also be conducted at other times as well. The purpose of a workshop meeting is to exchange information between the Commission, staff, vendors or other groups. No official action is taken by the Commission during these meetings, but workshops shall be posted, and are open to the public.

3.04. Special Meetings.

Any additional meetings may be scheduled by the Chairperson, a majority of Commission Members or by the City Manager to occur outside of the third Wednesday of the month. Such meetings shall be posted and are open to the public.

3.05. Agenda.

- a. Agenda packets will be available to the Commission Members the Friday before each Regular Commission Meeting and at least 72 hours in advance of any Special ~~City~~ Commission Meeting.
 - 1) Any person wishing to make a presentation that includes video or another form of electronic media must provide that information in digital format to the Planning Coordinator's Office no later than three (3) hours prior to the scheduled starting time of the meeting for review by the staff. City staff shall review the information as to form and content. The information shall not contain any statements, graphics or pictures that are offensive or reflect personal attacks on other individuals, the Commission members or City staff. The digital format must be compatible with the City's technology equipment. The presentation will be tested prior to the meeting to ensure that it is compatible with the City's equipment.
- b. All matters of planning and zoning business (agenda items), including supporting materials, shall be submitted to the Planning Coordinator ~~City Secretary's Office~~ not later than 5:00 p.m. fourteen (14) business days preceding the Commission Meeting during which the matter is to be considered. The City Manager may make exceptions to this requirement for Special Commission or City Council meetings, and in emergency cases

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3.06. Minutes.

- a. Minutes of the Commission meetings will be recorded by the Planning Coordinator and maintained by the City Secretary. The Minutes will include final motions with voting results. The minutes will also reflect the names of those citizens presenting public testimony. Minutes of meetings will generally be submitted to the Commission for approval at the next regularly scheduled meeting.

Section 4 - STANDARDS OF CONDUCT

4.01. Commission Members.

Commission Members shall demonstrate civility to one another as individuals, for the validity of different opinions, for the democratic process, and for the community and citizens being served. Appointed officials should exhibit appropriate behavior. All members of the Commission have equal votes and all Commission Members speak only for themselves.

4.02. Commission Member Relations with the Media.

All City press releases, media advisories, story suggestions, or similar items should be submitted through the Public Information Officer for distribution.

4.03. City Staff. (During Meetings)

All remarks and questions addressed to the City Commission by staff members shall be addressed to the Commission as a whole and not to any individual member. City staff shall follow proper parliamentary procedure during meetings. ~~The City Staff Manager~~ shall have the right to participate in all matters coming before the Commission. The Planning Coordinator~~City Attorney, City Secretary, or his/her designee~~ shall serve as the parliamentarian guide for all meetings. All Development Services staff shall take part in discussions of the Commission relating to their respective offices, departments or agencies, subject to the provisions of the Texas Open Meetings Act.

4.04. Citizens and Visitors.

- a. The presiding ~~chair~~~~officer~~ will ensure that the decorum of the meeting is maintained and is appropriate.
- b. No placards, banners, or signs will be permitted in the City Council chamber or in any other room in which the Commission is meeting. Exhibits, displays, and visual aids used in connection with presentations to the Commission, however, are permitted.

4.05. Commission Members Absences, Late Arrival & Conduct during Meetings

- a. Each meeting shall commence with a roll call for Commission Members.
- b. Notification of intent to be absent shall be provided ~~in writing~~ to the Planning Coordinator, ~~via email or phone at 817.514.5827~~~~City Secretary~~ prior to the meeting at which the Commission Member will not be in attendance.
- c. Notification of a late arrival to a meeting shall be provided ~~via City issued devices~~ to the Planning Coordinator~~City Secretary~~ prior to the meeting at which the Commission Member will arrive late. Two consecutive absences by a member, whether or not the member first notifies the chair or the Planning Coordinator'~~city secretary's~~ office by 12:00 noon of the meeting date, shall require a specific agenda item at the next regularly scheduled meeting to determine if the reasons for the absences are sufficient to be excused or constitute a failure to exhibit a general interest in the endeavors of the commission. Members serve at the pleasure of the city council and may be removed at the sole discretion of the council.
- d. There shall be no use of mobile phone devices or electronic devices by Commission members during an official meeting of the Commission in a manner which would create a Texas Open Meetings Act Violation.

4.06. Use of Social Media

- a. The City Council recognizes and understands that social media is currently a widely used method to share one's life and opinions with family, friends, co-workers, citizens and around the world. However, use of social media to disseminate information related to the city also presents certain risks and carries

with it, certain responsibilities. This policy is enacted to establish a set of minimum expectations regarding the behavior of Commission members to serve as a standard of conduct to guide ~~each~~the members in making responsible decisions about its members' appropriate conduct when using social media. This policy is designed to avoid the application of arbitrary rules and to ensure protection of constitutionally protected free speech.

- b.** In the rapidly expanding world of electronic communication, social media can mean many things. Examples of social media networks are Facebook, Twitter, YouTube, Instagram, Nextdoor, and many others. Social media includes all means of communicating or posting information or content of any sort made accessible to others using the Internet, i.e., this access is not limited to certain devices, accounts, or platforms. Platforms include, by way of example, a website blog, a personal web site or webpage, a social networking account or an affinity web site, web bulletin board, or a chat room, whether or not associated or affiliated with the city or a particular City Councilmember or a board/commission member, as well as any other form of electronic communication.
- c.** If a Commission member posts statements, photographs, video, or audio, careful consideration should be had as to whether the post may reasonably be viewed by others as malicious, obscene, threatening or intimidating, whether it disparages officials, employees, members of the public, vendors, suppliers, and any other organizations associated with or doing business with the city, or whether the post might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation, or posts that could contribute to a hostile work environment on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, disability, or any other protected class status in accordance with applicable federal or state law, or posts which violate the City Charter or City policy. A Commission member that takes an active role, rather than a legislative role, in any city matter may expose oneself to personal liability should a post result in a civil tort against a person or organization, such as tortious interference with contractual obligation, slander, and liable or other civil law violation. Such action interferes with and results in a disruption to city business and may involve the city itself in legal claims, impeding efficient and effective delivery of city services. Any post that is determined by the City Council to be reasonably viewed as malicious, obscene, threatening or intimidating or meant to intentionally harm someone's reputation, or could contribute to a hostile work environment on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, disability, or any other protected class status in accordance with applicable federal or state law, or violate the City Charter or city policy is prohibited.
- d.** Commission members, when disseminating information related to the City are required to provide accurate and truthful information to the public. Commission members have access to all information necessary to carry out their duties as Commission members and can reasonably verify any information communicated to the public; therefore, honesty and accuracy is required when posting information related to city business. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched, located and recovered. Never post any information or rumors that you know to be false about the city, fellow elected or appointed officials, employees, members of the public, citizens, vendors, and people working on behalf of the city, as such is prohibited. Communicating

misinformation, hyperbole or exaggeration causes citizen and public confusion and substantially impairs the efficient and effective operation of city government as it is obligated to investigate the statements made, correct misinformation and provide accurate and truthful information to the public.

- e. Pursuant to and in accordance with the Texas Public Information Act, and in order to allow the City Manager/Secretary to fulfill duties to protect and preserve public information imposed by Texas law, any social media post made by a City Commission member must be collected and preserved by delivering a full and complete copy of any post to the Planning Coordinator's Office immediately upon posting, if possible, and no later than 48 hours upon posting otherwise. Failing to do so place the public information at risk of loss due to theft, data corruption or device failure. Failing to notify city administration of information disseminated to the public may significantly impair city operations in the event inquiries are made to city staff without knowledge of the representations made by a Commission member; therefore, current information is necessary for the efficient and effective operation of city government.
- f. In posting information, City Commission members shall maintain the confidentiality of the city and county's internal or confidential information. This may include information regarding the development of systems, processes, products, know-how and technology. Do not post internal reports, policies, procedures, or other business-related communications intended for internal use or that may contain confidential, private, or security information.
- g. Abide by all state and federal laws, including but not limited to privacy laws, personal medical/health information under the Health Insurance Portability and Accountability Act (HIPAA), attorney-client confidentiality, copyright, trade secret or other propriety rights, public records laws, retention laws, fair use laws, financial disclosure laws, and any other laws that might apply to the city in connection with any post.
- h. Knowledge of these use of social media rules are presumed. An assertion that a Commission member did not recognize any post as violative of these policies does not serve as a defense to a claim that a Commission member violated this policy. All Commission members are presumed to have carefully read and fully understand the policy and expectations placed upon them as appointed officials of the city. All social media postings must be consistent with these policies. Inappropriate postings may include, but are not limited to, discriminatory remarks, harassment, threats of violence, bullying, misinformation and exaggeration of fact (whether known, should have been known, or reasonably ascertained by the Commission member prior to posting such information) regarding matters connected to city business, and further includes any similarly inappropriate or unlawful conduct.

Section 5 - DUTIES AND PRIVILEGES OF COMMISSION MEMBERS

5.01. Seating Arrangement.

The Members shall be placed in order of seat appointment.

5.02. Conflict of Interest.

A Commission Member prevented from voting by a conflict of interest, shall not vote on the matter, shall not participate in discussions regarding the matter or attempt to influence the Commission's deliberation of the matter in any way, shall not attend executive meetings regarding the matter, and shall otherwise comply with the state law and city ordinances concerning conflicts of interest including Chapter 171 of the Local Government Code, as now or hereafter amended.

5.03. Voting.

- a. Voting, except on procedural motions, shall be accomplished by show of hands of members of the Commission or by ~~electronic lighting~~ device reflecting the ayes and nays. Tabulation of the voting by the Commission vote shall be announced in open meetings by the Chairperson or his or her duly appointed representative. All members of the Commission may have one vote and only one vote on each item and issue. A majority of the regularly appointed members serving on the Commission, excluding the Council Liaisons present, shall constitute a quorum.

5.04. City Council Liaisons

- a. The City Council may appoint its members to serve as City Council liaisons between the City Council and City boards, commissions, associations, corporations, and other City related organizations and entities. The City Council liaisons will provide communication and exchange of information between the City Council and City related entities. City Council liaisons are encouraged to attend meetings of City related entities.
- b. The duties of a City Council liaison are to act in an advisory capacity and provide guidance, communication and exchange to the City related entity in matters pertaining to City administration. Further, the City Council liaison shall provide interface with City staff, the City Attorney, and the full City Council in any matters that may arise.
- c. City Council liaisons shall not preside over the meetings or vote on any matter that comes before the body of the City related entity, but shall have the right to fully participate in all discussions of matters that come before the respective entity.
- d. At no time shall the City Council liaison act outside the scope of the City of Watauga Home Rule Charter.

Section 6 - CHAIRPERSON AND DUTIES

6.01. Chair.

-Shall preside at all meetings of the Commission. In the absence of the Chairperson, the Vice-Chairperson shall preside.

6.02. Preservation of Order.

The chair shall preserve order and decorum, call upon the Police Chief as necessary to enforce compliance with the rules, and confine members in debate to the question under discussion. It is the responsibility of the Chair to keep the comments of Commission Members on topic during public meetings.

Section 7 - ORDER OF BUSINESS

7.01. Regular and Special Meetings.

Regular and Special meetings will generally adhere to the following agenda:

1. Workshop Meeting (as needed) Call to Order
2. Call to Order Invocation
3. Roll Call
4. Invocation
- ~~3.~~5. Pledge of Allegiance (United States and Texas Flags)
- ~~4.~~6. Announcements
- ~~5.~~7. Presentations- Groups or businesses wishing to make presentations to the Commission should submit a written request to the Planning Coordinator City Secretary seven (7) days prior to the scheduled meeting (if necessary).
8. Public Testimony – items not on agenda
- ~~6.~~9. Consent Agenda (if necessary)
- ~~7.~~10. Reports- The Reports portion of the agenda will be for the Commission City Council to receive reports from City staff, consultants, or other individuals.
- ~~8.~~11. Approval of Minutes
- ~~9.~~12. Public Hearings/Action (if necessary)
- ~~10.~~13. New Business/Action Items (if necessary)
- ~~11.~~14. Executive Session/Meeting (if necessary)
- ~~12.~~15. Adjournment

7.02. Addressing the Commission

Members of the public are invited and encouraged to attend any meetings of the Commission that are not closed to the public in accordance with the Texas Opening Meetings Act. It is the desire of the Commission that citizens actively participate in the City's governance system and processes. Therefore, public input to the Commission, is encouraged through the Public Testimony, during Public Hearings, or during New Business, only after a citizen or person is called upon and recognized by the presiding officer.

a. Public Testimony

Citizens shall have the right to be heard at any and all regular meetings of the Commission regard to matters on the agenda to be considered prior to action being taken.

Members of the public are invited and encouraged to attend all public meetings of the Planning & Zoning Commission that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Planning & Zoning Commission that citizens actively participate in the City's

governance system and processes. Public input to the Commission is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. Individuals desiring to speak during Public Testimony shall be called upon to speak only after completing a Request to Speak form provided. The Request to Speak form for Public Testimony shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of that respective item by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the Commission. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and efficiency of the meeting. Reasonable time limitations may be placed on public testimony by the presiding officer in order to conduct an efficient and effective public meeting.

- (1) Individual citizens presenting information to the Commission during the Public Testimony shall not exceed three (3) minutes in their comments presenting information to the Commission or ten (10) minutes when more than three (3) citizens speak on a single topic. However, the Chairperson may extend the speaker's allotted time. Public Testimony is not established to engage in a conversation with the Commission and no formal Commission action will be taken.
- (2) Individual citizens presenting information to the City Council during Public Hearings, Unfinished Business, or during New Business shall not exceed three (3) minutes in their comments presenting information to the City Council or ten (10) minutes when three (3) or more citizens speak on a single topic. However, the Mayor may extend the speaker's allotted time. Citizens who speak during the Public Hearing, Unfinished Business, or the New Business Sections of a City Council meeting shall only speak to the specific topic stated within the applicable item posted within the agenda for that specific Council meeting.

b. Public Comments by Commission Members in Response to Public Testimony

- (1) If a citizen comments on an item which is posted on the agenda for that meeting, the Commission may ask questions of the Citizen and discuss the item at that time; however, citizens are encouraged to speak about agenda items when prompted by the presiding officer during the discussion of the applicable agenda item. The purpose and intent of the Public Testimony is to provide an opportunity for the public to comment on subject matters not placed within the agenda of the applicable commission meeting.
- (2) If a citizen comments on an item which is not posted on the agenda for that meeting, members of the Commission may provide a statement of specific factual information given in response to the inquiry or recite existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

Section 8 – RULES SUSPENSION

Any provision of these rules not governed by the City Charter, City Code, or state law may be temporarily suspended by a two-thirds vote of the members of the Commission present. The vote on any such suspension shall be taken by "Aye" and "Nay" votes and entered upon the record.

ANNEX A

Fundamental Principles of Parliamentary Law

The Chairperson, Commission Members, City Manager, City Attorney, City Secretary, and City staff members appearing before the various meetings of the Watauga Planning and Zoning Commission should become familiar with following rules and customs:

1. All members have equal rights, privileges, and obligations; rules must be administered impartially.
2. The minority has rights, which must be protected.
3. Full and free discussions of all motions, reports, and other items of business is a right of all members.
4. In doing business the simplest and most direct procedure should be used.
5. Logical precedence governs introduction and disposition of motions.
6. Only one question can be considered at a time.
7. Members may not make a motion or speak in debate until they have been recognized by the chair and thus have obtained the floor.
8. No member may speak a second time on the same question if anyone who has not spoken on that question wishes to do so.
9. Members must not attack or question the motives of other members. Customarily, all remarks are addressed to the presiding officer.
10. In voting, members have the right to know at all times what motion is before the assembly and what affirmative and negative votes mean.
11. The majority vote decides. This is a fundamental concept of democracy.
12. All meetings will be characterized by fairness and good faith.

ANNEX B

The Chief Purposes of Motions

PURPOSE	MOTION
Present an idea for Discussion and action	Main motion Resolution Consider informally
Improve a pending motion	Amend Division of question
Regulate or cut off debate	Limit or extend debate Close debate
Delay a decision	Refer to committee Postpone to a certain time Postpone temporarily Recess Adjourn
Meet an emergency	Question of privilege Suspend rules
Gain information on a pending motion	Parliamentary inquiry Request for information Request to ask a member a question Question of privilege
Question the decision of the presiding officer	Point of order Appeal from decision of the chair
Enforce rights and privileges	Division of assembly Division of question Parliamentary inquiry Point of order Appeal from decision of the chair
Consider a question again	Resume consideration Reconsider Rescind Renew a motion Amend a previous action Ratify
Change an action already taken	Reconsider Rescind Amend a previous action
Terminate a meeting	Adjourn Recess

ANNEX C

Parliamentary Strategy

To Support a Motion	To Oppose a Motion
1. Second it promptly and enthusiastically. 2. Speak in favor of it as soon as possible. 3. Do your homework; know your facts; have handouts, charts, overhead projector slides, etc. if appropriate. 4. Move to amend motion, if necessary, to make it more acceptable to proponents. 5. Vote against motion to table or to postpone, unless delay will strengthen your position. 6. Move to recess or postpone, if you need time to marshal facts or work behind the scenes. 7. If defeat seems likely, move to refer to committee, if that would improve chances. 8. If defeat seems likely, move to divide question, if appropriate, to gain at least a partial victory. 9. Have available a copy of the rules of procedure, City Charter, and <i>Robert's Rules of Order, Newly Revised</i>, most recent edition, in case of a procedural dispute. 10. If motion is defeated, move to reconsider, if circumstances warrant it. 11. If motion is defeated, consider reintroducing it at a subsequent meeting.	1. Speak against it as soon as possible. Raise question; try to put proponents on the defensive. 2. Move to amend the motion so as to eliminate objectionable aspects. 3. Move to amend the motion to adversely encumber it. 4. Draft a more acceptable version and offer as amendment by substitution. 5. Move to postpone to a subsequent meeting. 6. Move to refer to committee. 7. Move to recess, if you need time to round up votes or obtain more facts. 8. Question the presence of quorum, if appropriate. 9. Move to adjourn 10. On a voice vote, vote emphatically. 11. If the motion is adopted, move to reconsider, if you might win a subsequent vote. 12. If the motion is adopted, consider trying to rescind it at a subsequent meeting. 13. Have available a copy of the rule of procedure, City Charter, and <i>Robert's Rules of Order, Newly Revised</i>, most recent edition, in case of a procedural dispute.

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AGENDA MEMORANDUM

DATE: August 10, 2020

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Building Official
Paul Hackleman, P.E., CFM, Director of Public Works

SUBJECT: Discussion and action of Members of the Commission with two consecutive absences requiring commission determination if reasons for absences are sufficient to be excused or constitute failure to exhibit a general interest in the endeavors of the commission.

BACKGROUND/INFORMATION:

This item was added at the request of Chairperson Larry Clark.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Planning and Zoning Commission provide update as requested.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Randy Richards, CFM, Building Official
Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/14/2020

Final Approval - 8/14/2020