

**AGENDA
TOWN OF FLOWER MOUND
PLANNING AND ZONING COMMISSION MEETING**

DECEMBER 14, 2020

LOCATION: VIRTUAL MEETING (VIDEO CONFERENCE)

[CLICK HERE](#) FOR INSTRUCTIONS ON HOW TO PARTICIPATE IN THE MEETING

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AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT www.flower-mound.com/AgendaCenter
.....

Effective March 16, 2020, Texas Governor Abbott suspended certain Open Meeting rules to allow telephonic or videoconference meetings of government bodies that are accessible to the public to decrease large groups of people from assembling. The suspension temporarily removes the requirement that government officials and members of the public be physically present at a meeting location. The Town of Flower Mound Planning and Zoning Commission meetings will be temporarily held via video conference and will not be held at the Flower Mound Town Hall. A recording of the meeting will be available the following day at <https://www.flower-mound.com/fmtv> under "Planning and Zoning Archive" tab.

A. CALL MEETING TO ORDER 6:30 P.M.

B. INVOCATION

C. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Commission on issues that are not indicated as a "Public Hearing" on this agenda. Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972-874-6000 during business hours.

Please state your name and address when speaking. Speakers are limited to 3 minutes. A tone will sound when 30 seconds are left and when time has expired.

[CLICK HERE](#) to submit general comments regarding issues or agenda items not indicated as a public hearing.

D. FUTURE AGENDA ITEMS

The purpose of this item is to allow the Chair and members of the Commission an opportunity to bring forward items they wish to discuss at a future meeting, with the understanding a consensus of the Commission is needed in order for that item to be placed on a future agenda and in accordance with the Town Council Agenda Setting Policy (Ord. 65-15).

E. DIRECTOR'S REPORT

1. Development Update
2. Town Council Work Session on Permitted Uses (<https://flowermoundtx.swagit.com/play/11192020-818>)

F. CONSENT ITEMS

This part of the agenda consists of non-controversial or “housekeeping” items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. Minutes of November 9, 2020: Consider approval of the minutes of the November 9, 2020, Planning and Zoning Commission Regular Session.

G. REGULAR ITEMS

This part of the agenda consists of discretionary items either relating to zoning or a requested variation from the Town’s development standards. If a public hearing is required, it will be noted next to the item on the agenda. Typically, the Planning & Zoning Commission will make a recommendation to Town Council on these types of projects.

2. *SP20-0013 – Argyle ISD Administration Building*

Consider a request for a Site Plan (SP20-0013 – Argyle ISD Administration Building) to develop a school administration building with an exception to Section IV, Storm Water Improvements, regarding use of an open channel storm sewer, contained in the Town’s Engineering Design Criteria and Construction Standards adopted through Chapter 32 of the Code of Ordinances. The property is generally located east of Canyon Falls Drive and north of Denton Creek Boulevard.

3. *LDR20-0005 – Development Fees*

Public Hearing

[CLICK HERE](#) to submit comments regarding this public hearing item.

Public Hearing to consider an ordinance amending the Town’s Code of Ordinances (LDR20-0005 – Development Fees) by adding section 32-4 requiring permits and permit fees for site development construction, by amending various portions of Chapter 78, “Administration,” to add a new section 78-2 regarding inactive projects, to repeal section 78-124 in its entirety, and to add a new article VII regarding amendments to approved plans; and by amending Appendix A entitled “fee schedule,” to amend various fees related to land development within the town.

H. ADJOURNMENT – REGULAR SESSION

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times, on the following date and time: December 10, 2020, at 3:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

LauriAnn Cash, Executive Assistant

Pursuant to Section 551.071 of the Texas Government Code, the Planning and Zoning Commission reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.



PLANNING AND ZONING COMMISSION

AGENDA ITEM NO: 1

CONSENT ITEM

DATE: December 14, 2020

FROM: LauriAnn Cash, Development Services Executive Assistant

ITEM: Consider approval of the minutes of the November 9, 2020, Planning and Zoning Commission Regular Session.

I. BACKGROUND INFORMATION

The Planning and Zoning Commission held a regular meeting on November 9, 2020.

II. ATTACHMENTS

1. Draft Minutes

THE FLOWER MOUND PLANNING & ZONING COMMISSION MEETING HELD ON THE 9TH DAY OF NOVEMBER 2020, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 6:47 PM

The Planning & Zoning Commission met in a regular session with the following members present:

Brad Ruthrauff	Chair
Robert Rawson	Vice-Chair
Adam Schiestel	Commissioner, Place 2
David Johnson	Commissioner, Place 4
Philip Del Vecchio	Commissioner, Place 5
Donald Gilmore	Commissioner, Place 6
Tim Fink	Commissioner, Place 7
Robert Cox	Commissioner, Place 8
Janvier Werner	Commissioner, Place 9

Constituting a quorum with the following members absent:

None

(Places 8 and 9 of the Commission do not vote on items unless they sit in place of one of the regular members, Places 1-7.)

And the following members of Town staff present:

Alicia Kreh	Town Attorney
Tiffany Bruce	Executive Director of Public Works
Brian Waltenburg	Assistant Director of Engineering
Robert Pegg	Assistant Director of Engineering
Chuck Russell	Principal Planner
Claire Barnes	Planner
LauriAnn Cash	Executive Assistant

A. CALL REGULAR SESSION TO ORDER (Council Chambers): 6:47 P.M.

B. PUBLIC COMMENT

None

C. FUTURE AGENDA ITEMS

None

D. DIRECTOR'S REPORT

1. Development Process Review and Ordinance Updates

Commissioner Johnson asked if future fee amendments associated with the Development Process Review will come before the Planning and Zoning Commission as part of the approval process. Chuck Russell, Principal Planner, said

that any proposed amendments to the development code would be presented to the Planning and Zoning Commission for recommendation to the Town Council.

E. CONSENT ITEMS

1. Consider approval of the minutes of the October 26, 2020, Planning and Zoning Commission Regular Session.
2. Consider a request for a Replat (RP20-0006 – Wildwood Estates Lots 13R & 14R) to relocate a lot line. The property is generally located south of Red Bud Cove and east of Wildwood Drive.

Commission Deliberation

Commissioner Johnson moved to approve Consent Items 1 and 2 as presented. Vice-Chair Rawson seconded the motion.

VOTE ON THE MOTION

AYES: Fink, Gilmore, Rawson, Del Vecchio, Johnson, Schiestel

NAYS: None

The motion to approve passed by a vote of 6 to 0.

F. NON-DISCRETIONARY ITEMS

3. Consider a request for a Record Plat (RC20-0005 – Whyburn Medical Addition Lot 1, Block A) to create one non-residential lot. The property is generally located north of Waketon Road and west of Long Prairie Road.

Staff Presentation

Claire Barnes, Planner

Applicant Presentation

Kiew Kam, Triangle Engineering; present for questions, no presentation

Commission Deliberation

Commissioner Johnson moved to approve RC20-0005 – Whyburn Medical Addition Lot 1, Block A, as presented. Vice-Chair Rawson seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Johnson, Del Vecchio, Rawson, Gilmore, Fink

NAYS: None

The motion to approve passed by a vote of 6 to 0.

4. **Consider a request for a Site Plan (SP20-0012 – Whyburn Medical Office) to develop a medical office building. The property is generally located north of Waketon Road and west of Long Prairie Road.**

Staff Presentation

Claire Barnes, Planner

Applicant Presentation

Kiew Kam, Triangle Engineering; present for questions, no presentation

Commission Deliberation

Commissioner Johnson moved to approve SP20-0012 – Whyburn Medical Office, as presented. Commissioner Fink seconded the motion.

VOTE ON THE MOTION

AYES: Fink, Gilmore, Rawson, Del Vecchio, Johnson, Schiestel

NAYS: None

The motion to approve passed by a vote of 6 to 0.

G. REGULAR ITEMS

5. **Public Hearing to consider an ordinance amending Section 8.0 Water Plan of the Master Plan (MPA20-0002 – Water Plan) to adopt amendments and additions to the 2009 Water Master Plan Update as a component of the Master Plan.**

Staff Presentation

Brian Waltenburg, Assistant Director of Engineering

Applicant Presentation

Anthony Samarripas, Kimley-Horn
Kyle Sanderson, Kimley-Horn

Spoke in Favor:

None

Spoke in Opposition:

None

Commission Deliberation

Commissioner Gilmore moved to recommend approval of MPA20-0002 – Water Plan, as presented. Commissioner Johnson seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Johnson, Del Vecchio, Rawson, Gilmore, Fink

NAYS: None

The motion to recommend approval passed by a vote of 6 to 0.

- 6. Public Hearing to consider an ordinance amending Section 9.0 Wastewater Plan of the Master Plan (MPA20-0003 – Wastewater Plan) to adopt amendments to the 2009 Wastewater Master Plan Update as a component of the Master Plan.**

Staff Presentation

Brian Waltenburg, Assistant Director of Engineering

Applicant Presentation

Anthony Samarripas, Kimley-Horn
Kyle Sanderson, Kimley-Horn

Spoke in Favor:

None

Spoke in Opposition:

None

Commission Deliberation

Commissioner Gilmore moved to recommend approval of MPA20-0003 – Wastewater Plan, as presented. Commissioner Johnson seconded the motion.

VOTE ON THE MOTION

AYES: Fink, Gilmore, Rawson, Del Vecchio, Johnson, Schiestel

NAYS: None

The motion to recommend approval passed by a vote of 6 to 0.

- 7. Consider a request for a Development Plan (DP20-0004 – Grace Park) to develop a residential subdivision, with an exception to Section IV.C.5. of the Town's Engineering Design Criteria requirement to provide a wet retention pond, and an exception to the access management policy and criteria, regarding driveway spacing, contained in the Town's Engineering Design Criteria and Construction Standards adopted through Chapter 32 of the Code of Ordinances. The property is generally located south of Cross Timbers Road and east of Regency Park Court.**

Staff Presentation

Chuck Russell, Principal Planner

Applicant Presentation

Reginald Rembert, Rembert Enterprises; present for questions, no presentation

Commission Deliberation

Commissioner Johnson moved to recommend approval of DP20-0004 – Grace Park, as presented. Vice-Chair Rawson seconded the motion.

VOTE ON THE MOTION

AYES: Johnson, Del Vecchio, Rawson, Gilmore, Fink

NAYS: Schiestel

The motion to recommend approval passed by a vote of 5 to 1.

8. **Public Hearing to consider an ordinance amending the zoning (ZPD20-0005 – Niagara Conservation) from an Agricultural (A) Zoning district to Planned Development District No. 179 (PD-179) with Campus Industrial uses, with certain waivers, exceptions and modifications to the Code of Ordinances. The property is generally located north of Enterprise Road and east of Old Gerault Road.**

Staff Presentation

Chuck Russell, Principal Planner

Applicant Presentation

John Walsh, 4015 University, Dallas; present for questions, no presentation

Spoke in Favor:

None

Spoke in Opposition:

Tony Schneiderjohn, 1111 Lexington Avenue

Commission Deliberation

Commissioner Schiestel moved to recommend approval of ZPD20-0005 – Niagara Conservation, as presented and with the recommendation to deny the exception for overhead utility lines. Commissioner Fink seconded the motion.

VOTE ON THE MOTION

AYES: Fink, Gilmore, Rawson, Del Vecchio, Johnson, Schiestel

NAYS: None

The motion to recommend approval passed by a vote of 6 to 0.

I. **ADJOURNMENT – REGULAR SESSION 8:47 P.M.**

TOWN OF FLOWER MOUND, TEXAS

Lexin Murphy, Director of Planning Services

ATTEST:

LauriAnn Cash, Executive Assistant

DRAFT



PLANNING AND ZONING COMMISSION

AGENDA ITEM NO: 2

REGULAR ITEM

DATE: December 14, 2020

FROM: Claire Barnes, Planner

ITEM: Consider a request for a Site Plan (SP20-0013 – Argyle ISD Administration Building) to develop a school administration building with an exception to Section IV, Storm Water Improvements, regarding use of an open channel storm sewer, contained in the Town's Engineering Design Criteria and Construction Standards adopted through Chapter 32 of the Code of Ordinances. The property is generally located east of Canyon Falls Drive and north of Denton Creek Boulevard.

I. ITEM SUMMARY

This application has been reviewed by DRC and determined to be ready for consideration by the Planning and Zoning Commission. There is an exception request to the Town's regulations that necessitates special consideration by the Commission (see Analysis below).

This application will require final action by the Town Council, which is scheduled for January 4, 2021.

II. APPLICATION ANALYSIS

The purpose of this site plan application is to develop a school administration building on the future Argyle ISD High School site. The subject site is approximately 107.015 acres. The property is zoned Planned Development District-98 (PD-98) for Single Family District 10 uses and master-planned for Institutional uses within the Denton Creek District area plan.

On August 5, 2019, Town Council approved a site plan for the Argyle ISD High School Phase 2. The 75-foot landscape setback along the site's street frontage was established as part of the Phase 1 site plan, approved March 23, 2015.

The applicant proposes to develop an approximately 16,697 square foot, one-story administration building, incorporating 84 additional parking spaces. Overall, the school development requires 776 parking spaces, and the site provides 864 spaces, which is within the Town's allowable 20 percent deviation. Access to the site is provided from Canyon Falls Drive and Denton Creek Boulevard.

The proposed elevations are in compliance with the Urban Design Plan. The elevations depict a one-story building comprised of brick, stone, and metal. The percentage of

metal panels does not exceed the maximum allowable secondary material percentage of 20% on any façade.

The landscape plan provided depicts all required landscaping for the development.

The applicant is requesting an exception to the Town's Engineering Design Criteria and Construction Standards regarding the use of an open channel storm sewer.

A. Exception to the Town's Engineering Design Criteria and Construction Standards

The Town's Engineering Design Criteria and Construction Standards, Section IV Storm Water Systems, Subsection C, Part 2, Open Channels, requires an enclosed channel unless the Town Council grants an exception to this standard. The developer is requesting an exception to this requirement for the channel to remain open and unenclosed at this time, however, the applicant, per the letter of intent, indicates that the channel would be enclosed with a future phase of development.

III. ATTACHMENTS

A. Background Information

1. Vicinity Map
2. Letter of Intent

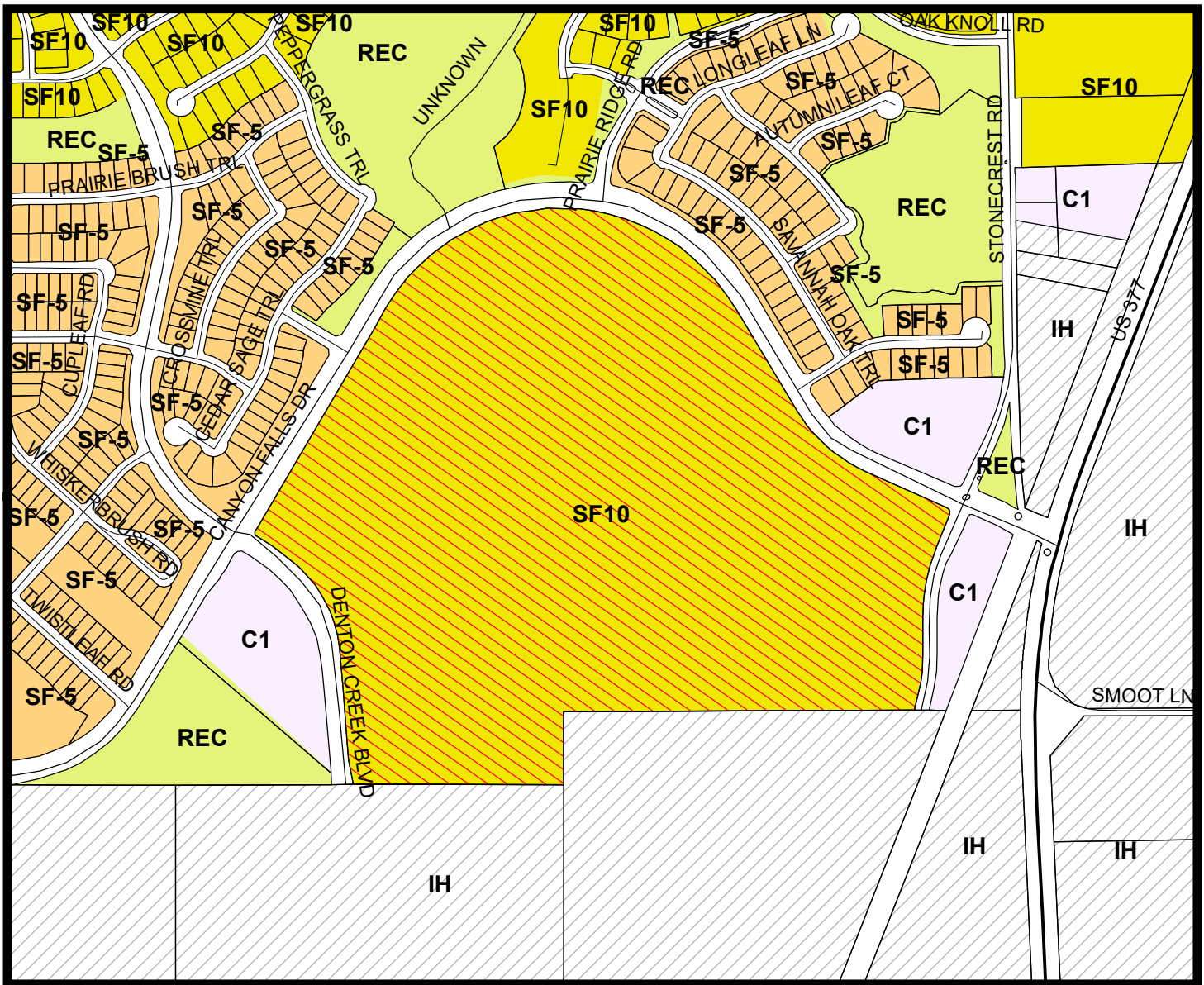
B. Application Details

1. Site Plan Package

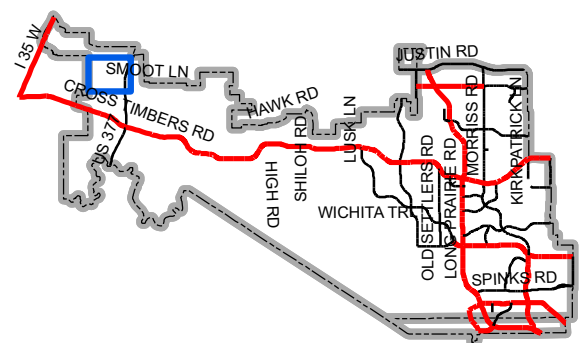
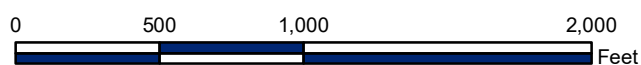
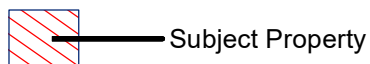


Vicinity Map

Reference Project: SP20-0013



LEGEND



Map Location



December 8, 2020

Claire Barnes
Town of Flower Mound
2121 Cross Timbers Road
Flower Mound, TX 75028

Re: Argyle ISD
Project Name: New Administration Building
Project Address: NE corner of Denton Creek Blvd and Canyon Falls Drive

Dear Ms. Barnes,

Huckabee and Associates, Inc. is submitting a Site Plan Application for a new Argyle ISD Administration Building.

This project sits on 5.47 acres at the southwest corner of the 170.015-acre AISD property that is home to the existing Middle School and future High School which is zoned SF-10 (PD98). The new Argyle ISD Administration Building is a 16,700 square foot office building that will be used for the operations of AISD and house the Board Meetings and functions for AISD. The design of this project is directly related to the existing school that is sharing the site and will have the same finishes and similar design elements.

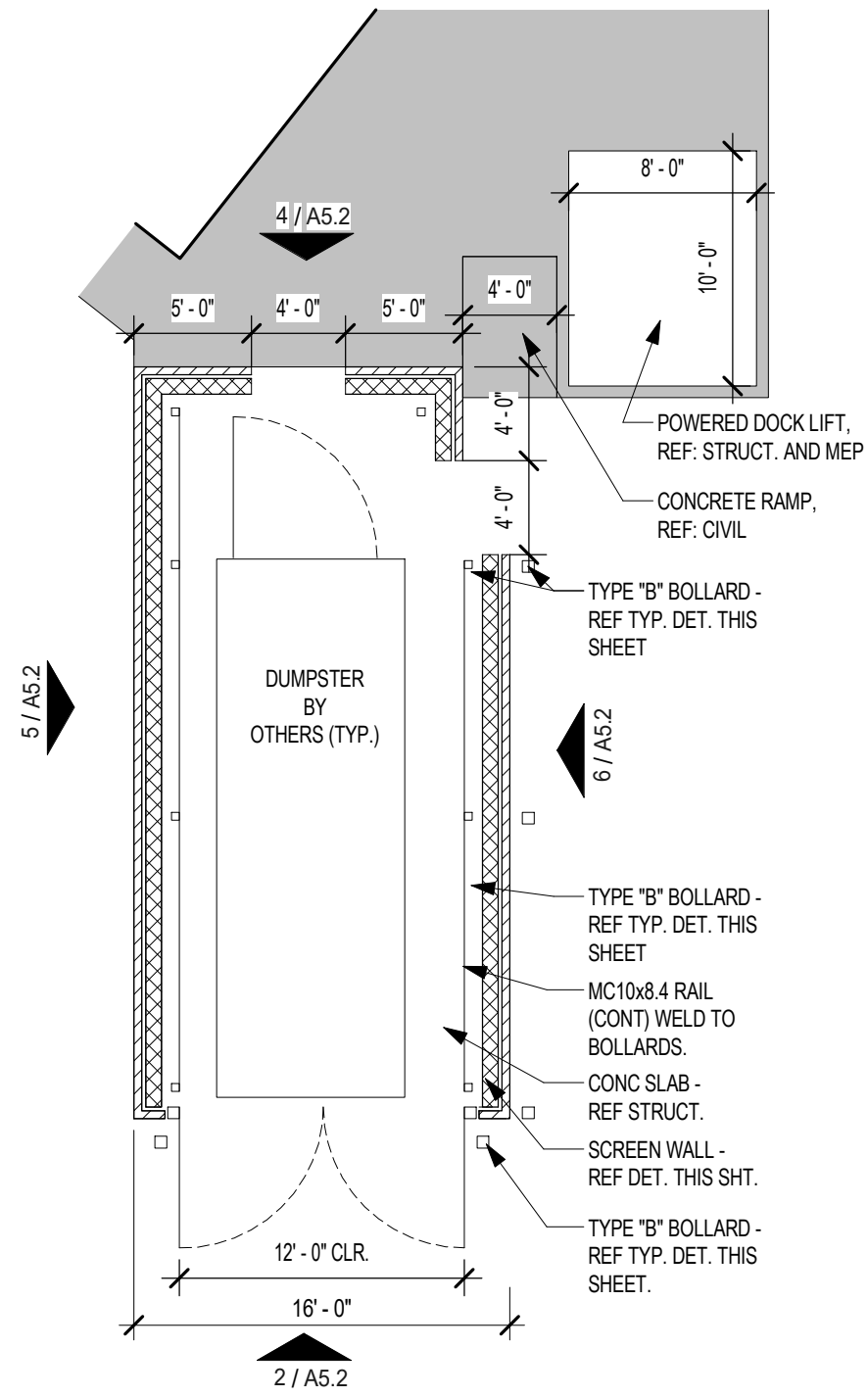
Construction for this project will be a single phase and last from November 2020 to September 2021.

AISD will be requesting the following variance:

- A variance to Section IV, Storm Water Improvements, Chapter 32 – Engineering Design Criteria and Construction Standards, to use an open channel storm sewer. Further project site expansion in the future will include enclosing the channel in an enclosed storm drain system.

Thank you,

Crystal Vasquez
Lead Regulatory Administrator



2 ENLARGED DUMPSTER PLAN - BRICK & CMU
1/8" = 1'-0"

PHYSICAL ADDRESS:	6001 CANYON FALLS DRIVE, FLOWER MOUND, TX 76226
GROSS AREA:	107.015 ACRES
NET SITE AREA:	5.47 ACRES AT SOUTHWEST CORNER OF PREVIOUSLY PLATTED 106.922 ACRES
ZONING:	SF-10 (PD 98)
CURRENT USE:	ARGYLE ISD
LOT COVERAGE DATA	
BUILDING COVERAGE:	HIGH SCHOOL 285,533 SF 6.13%
	ADMINISTRATION 16,697 SF 0.4%
TOTAL	302,230 SF 6.53%
IMPERVIOUS AREA:	HIGH SCHOOL 1,102,882 SF 23.68%
	ADMINISTRATION 55,168 SF 0.12%
TOTAL	1,158,050 SF 23.8%
PERVIOUS AREA:	HIGH SCHOOL 3,554,659 SF 76.32%
	ADMINISTRATION 3,718,049 SF 76.32%

SITE DATA TABLE

PARKING SUMMARY:	
REQUIRED SPACES	
HIGH SCHOOL:	776 SPACES
TOTAL:	776 SPACES
PROVIDED SPACES	
HIGH SCHOOL:	780 SPACES
ADMINISTRATION BUILDING:	84 SPACES
TOTAL:	864 SPACES
10 % DEVIATION	
BUILDING DATA (ADMINISTRATION BUILDING ONLY):	
BUILDING:	1 STORY
PEAK HEIGHT:	26' - 4"
MEAN HEIGHT:	22' - 2"
TOTAL SQUARE FOOTAGE:	16,697 SQUARE FEET

SITE DATA TABLE

AS OBTAINED FROM CITY ORDINANCE, LAND DEVELOPMENT CODE, SECTION 82-24, THE REQUIRED NUMBER OF OFF STREET PARKING SPACES IS DETERMINED AS FOLLOWS:

1 SPACE PER CLASSROOM/INSTRUCTION AREA + 1 SPACE PER 3 STUDENTS ACCOMMODATED (HIGH SCHOOL, COLLEGE OR UNIVERSITY)

TOTAL NUMBER OF CLASSROOMS: 193
TOTAL NUMBER OF STUDENTS: 1,750
ADMINISTRATION AREA: 16,697 SF

REQUIRED SPACES
HIGH SCHOOL: 776 SPACES
TOTAL: 776 SPACES

PROVIDED SPACES
HIGH SCHOOL: 780 SPACES
ADMINISTRATION BUILDING: 84 SPACES
TOTAL: 864 SPACES

10 % DEVIATION

PARKING REQUIREMENTS

1) ALL RETAINING/DETAINING WALLS, TURN-DOWN CURBS, TREE RETAINING WALLS SHALL BE CLAD IN A MATERIAL TO MATCH THE MATERIALS ON THE MAIN BUILDING.

2) OR ALL RETAINING/DETAINING WALLS, TURN-DOWN CURBS, TREE RETAINING WALLS SHALL BE CLAD IN A MATERIAL TO COMPLEMENT THE MATERIALS AND COLORS WITHIN THIS DEVELOPMENT.

3) ALL GROUND BASED HVAC SHALL BE SCREENED WITH LIVE SCREENING OR MASONRY ENCLOSURE. MASONRY ENCLOSURE SHALL BE CLAD IN THE SAME MATERIAL AS THE MAIN BUILDING.

4) ALL ROOF-MOUNTED MECHANICAL UNITS AND/OR EQUIPMENT SHALL BE SCREENED FROM VIEW.

5) DUMPSTER SCREENING WALL SHALL BE CLAD IN A MATERIAL TO MATCH THE MATERIALS ON THE MAIN BUILDING.

6) DUMPSTER SCREENING WALL REQUIRES A SEPARATE BUILDING PERMIT.

7) SIGNS REQUIRE A SEPARATE BUILDING PERMIT. ANY SIGNS DEPICTED ON THE SUBJECT SITE PLAN/ELEVATIONS ARE NOT APPROVED AS A PART OF THIS REVIEW AND MUST COMPLY WITH ALL APPLICABLE TOWN REGULATIONS

GENERAL NOTES

PROPERTY DESCRIPTION

1) OWNER INFORMATION

A. NAME : ARGYLE ISD
B. ADDRESS: 800 EAGLE DRIVE, ARGYLE, TX 76226

2) PROPERTY INFORMATION

A. NAME: ADMINISTRATION BUILDING
B. ADDRESS: NE CORNER OF CANYON FALLS DR. AND DENTON CREEK BLVD, FLOWER MOUND, TX 76226

3) LEGAL DESCRIPTION

NEW ARGYLE ISD ADMINISTRATION BUILDING

4) ZONING INFORMATION

A. CATEGORY: SF-10
B. TRANSLATED CATEGORY: SINGLE FAMILY / RESIDENTIAL
C. ORDINANCE NUMBER: 58-12

GENERAL SITE NOTES

1) ALL SITE INFORMATION INCLUDING, BUT NOT LIMITED TO, PROPERTY LINES, METES & BOUNDS, CONTOURS, EXISTING BUILDINGS, EASEMENTS, TREES, WALKS, DRIVES, FENCES, ETC., TAKEN FROM SURVEY BY:

PACHECO KOCH CONSULTING ENGINEERING
4060 BRYANT IRVIN ROAD
FORT WORTH, TX 76109
PHONE (817) 412-1155

2) HUCKABEE AND ASSOCIATES, INC. ALONG WITH THEIR CONSULTANTS HAVE LOCATED, SHOWN, AND NOTED EXISTING SITE FEATURES INCLUDING BUT NOT LIMITED TO PROPERTY LINES, METES AND BOUNDS, GRADE CONTOURS, EXISTING STRUCTURES, EASEMENTS, TREES, FENCES, ROADWAYS, OVERHEAD AND UNDERGROUND UTILITIES, AND OTHER EXISTING FEATURES TO THE BEST OF OUR ABILITY BASED UPON OWNER PROVIDED SURVEYS, EXISTING CONSTRUCTION DOCUMENTS AND OTHER EXISTING DATA COLLECTION IN REGARDS TO THE SPECIFIED SITE. HUCKABEE AND ASSOCIATES, INC. NOR THEIR CONSULTANTS SHALL ASSUME ANY RESPONSIBILITY OR LIABILITIES IN REGARD TO THE ACCURACY OF THE ABOVE MENTIONED OWNER PROVIDED DATA.

3) IF THE CONTRACTOR FINDS ANY DISCREPANCY BETWEEN EXISTING CONDITIONS AND THOSE WHICH ARE SHOWN ON THE PLANS, HE SHALL IMMEDIATELY CONTACT THE ARCHITECT.

4) THE CONTRACTOR SHALL MAKE ARRANGEMENTS WITH ALL UTILITY ENTITIES TO LOCATE AND MARK ALL UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.

5) THE CONTRACTOR SHALL VISIT THE SITE AND BECOME FAMILIAR WITH ALL EXISTING CONDITIONS.

6) REF. SHEET AS2.1 FOR DETAILS AND OTHER SITE IMPROVEMENT DETAILS.

7) FINISH GRADE AT PERIMETER OF THE BUILDING SHALL BE AS SHOWN ON SITE GRADING PLAN. REF. CIVIL DRAWINGS. SITE GRADES SHALL SLOPE UNIFORMLY AWAY FROM THE BUILDING AND INTERSECT WITH ELEVATIONS SHOWN.

8) REF. CIVIL DRAWINGS FOR ALL SITE DIMENSIONS

9) MAKE ALL SLOPES OF WALKS AND DRIVES COMPLY WITH FINISH ELEVATION SHOWN ON CIVIL DRAWINGS. THE LINE OF SLOPE SHALL FORM STRAIGHT LINES BETWEEN FINISH ELEVATIONS WHEN POSSIBLE AND GRADING CONTOURS WHEN STRAIGHT LINES ARE NOT POSSIBLE. VERIFY ALL ELEVATIONS AND DIMENSIONS WITH ARCHITECT ON JOB. REF. CIVIL.

10) ALL WALKS AND PLAZAS SHALL BE REINFORCED CONCRETE. REF. CIVIL FOR DETAILS. PROVIDE 1/2" EXPANSION JOINT AS SHOWN BY CIVIL OR AT 25'-0" O.C. MAX. AND AT ALL INSIDE CORNERS. PROVIDE TOOLED CONTROL JOINTS AT 5'-0" O.C.B.W. MAX OR AS SHOWN. SEE CIVIL FOR TYPICAL WALK AND JOINT DETAILS.

11) PROVIDE 1/2" EXPANSION JOINT ALONG BUILDING FOUNDATION OR BRICK WHERE CONCRETE WALK IS PRESENT. REF. CIVIL DRAWINGS FOR TYPICAL DETAIL.

12) PROVIDE 1/2" EXPANSION JOINT ALONG BACK OF CONCRETE CURB WHERE WALK IS PRESENT. REF. CIVIL DRAWINGS FOR CURB DETAILS

13) CONTRACTOR SHALL REMOVE ALL EXISTING OBSTRUCTIONS TO NEW CONSTRUCTION, PAVING, WALKS, AND ALL OTHER SITE IMPROVEMENTS INCLUDING BUT NOT LIMITED TO EXISTING TREES, FENCES, CONCRETE, ROCKS, DEBRIS, POSTS, VEGETATION, UTILITIES (AS NOTED), AND OTHER ITEMS AS NOTED FOR CONSTRUCTION.

14) REF. ELECTRICAL DRAWINGS FOR OUTDOOR LIGHTING REQUIREMENTS.

15) REF. CIVIL DRAWINGS FOR SITE GRADING PLAN, SITE UTILITY PLAN (INCLUDING FIRE HYDRANT LOCATIONS), EROSION CONTROL PLANS, AND CURB AND PAVING REQUIREMENTS AND DETAILS.

16) REF. CIVIL SHEETS FOR SITE GRADING CONTOURS. CONTRACTOR SHALL MAKE ALL CUTS AND FILLS REQUIRED TO ACCOMPLISH ALL WORK SHOWN. GRADE SITE TO TOLERANCES SPECIFIED.

17) REF. CIVIL DRAWINGS FOR THICKNESS AND LOCATIONS OF ALL TYPES OF PAVING.

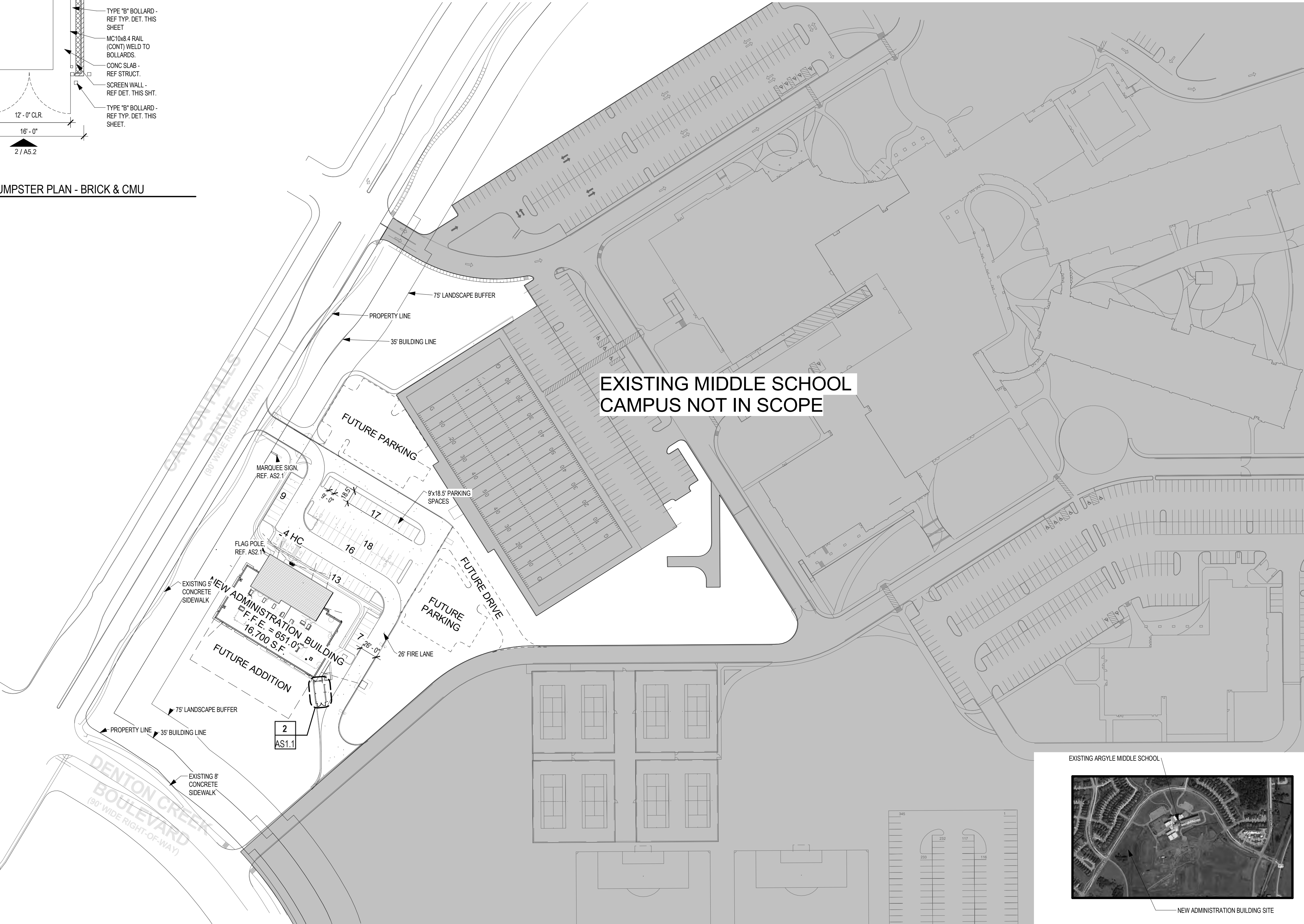
18) FIRE LANE STRIPING SHALL COMPLY WITH CITY OF FLOWER MOUND REQUIREMENTS AND NFPA.

19) REFER TO SPECIFICATIONS / PROJECT MANUAL FOR ADDITIONAL INFORMATION AND REQUIREMENTS.

20) FUTURE PARKING, FUTURE DRIVE AND FUTURE ADDITION ARE NOT PART OF SP20-0013 AND WILL REQUIRE A SEPARATE SITE PLAN SUBMITTAL.

GENERAL SITE NOTES

1 SITE PLAN - P&Z
1" = 80'-0"



NEW ADMINISTRATION BUILDING SITE

A NEW ADMINISTRATION BUILDING
FOR
ARGYLE I.S.D.
FLOWER MOUND, TEXAS

FOR THE
PURPOSES
OF
PERMITTING



Huckabee
HOUSTON • DALLAS • FORT WORTH
HOUSTON • SAN ANTONIO • WACO
www.huckabee-inc.com
800.687.5229

P&Z - SITE PLAN

Job No.

01861-01-01

Drawn By:

cm

Date:

07.09.2020

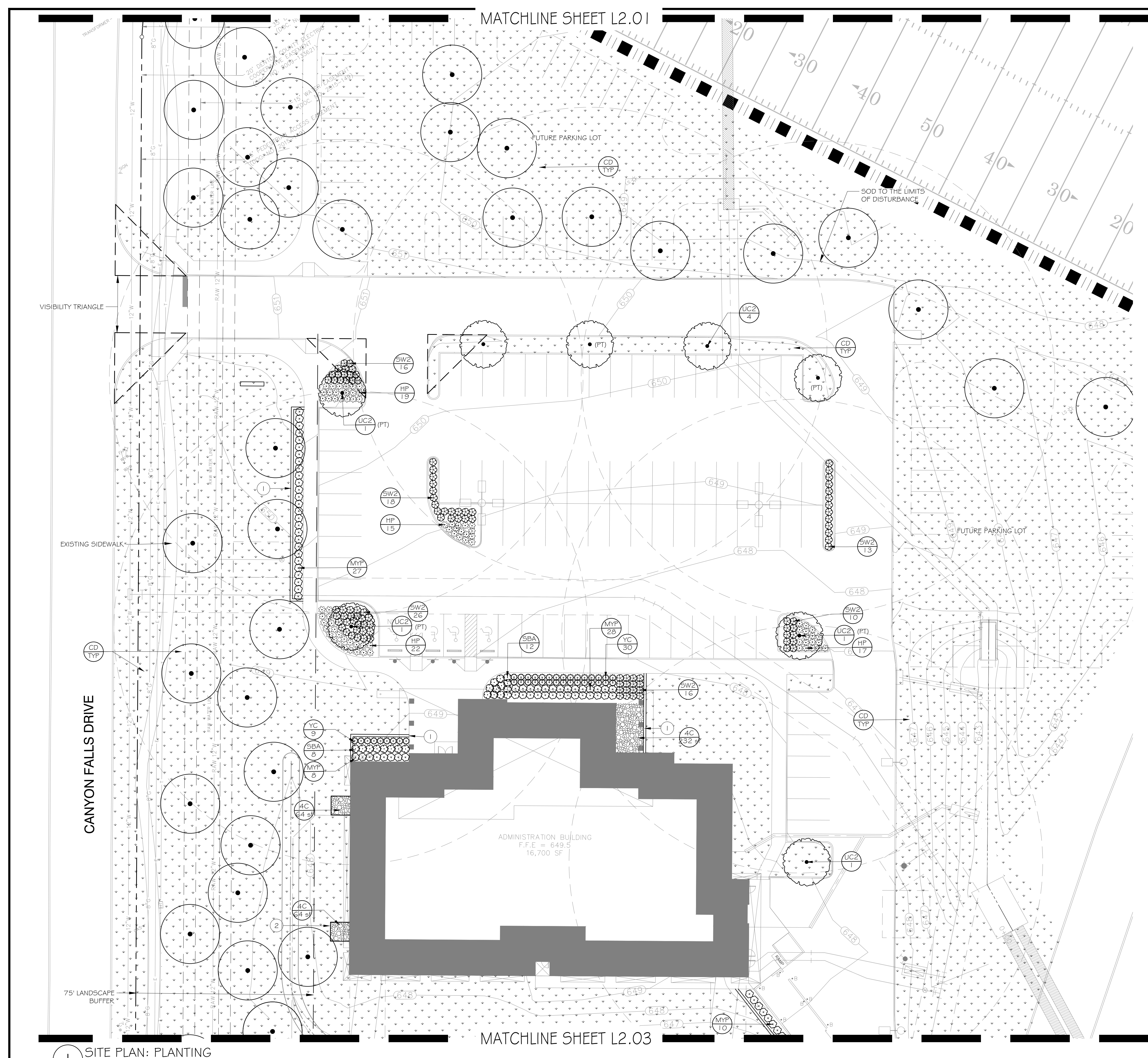
Sheet No.

BD & PERMIT

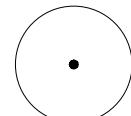
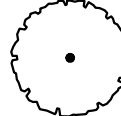
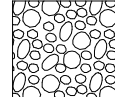
AS1.1

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ARGYLE ISD-ADMINISTRATION BUILDING

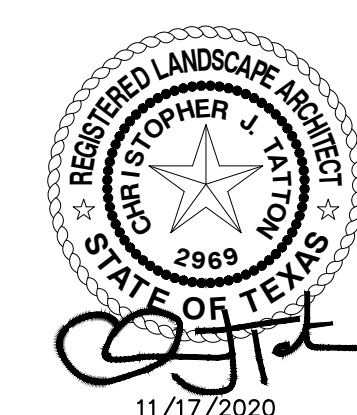


PLANT SCHEDULE ARGYLE ADMIN BUILDING

<u>TREE</u>	<u>CODE</u>	<u>BOTANICAL / COMMON NAME</u>
	ET	EXISTING TREE (PROPOSED) MIDDLE SCHOOL ADDITION
	UC2	ULMUS CRASSIFOLIA CEDAR ELM
<u>SHRUBS</u>	<u>CODE</u>	<u>BOTANICAL / COMMON NAME</u>
	HP	HESPERALOE PARVIFLORA RED YUCCA
	MYP	MYRICA PUSILLA DWARF SOUTHERN WAX MYRTLE
	SW2	Salvia greggii 'White' WHITE AUTUMN SAGE
	SBA	SPIRAEA x BUMALDA 'ANTHONY WATERER' ANTHONY WATERER SPIRAEA
<u>CACTI/SUCCULANTS</u>	<u>CODE</u>	<u>BOTANICAL / COMMON NAME</u>
	YC	YUCCA FILAMENTOSA "COLOR GUARD" ADAM'S NEEDLE
<u>HARDSCAPE</u>	<u>CODE</u>	<u>BOTANICAL / COMMON NAME</u>
	4C	4" - 8" COBBLE
<u>SOD/SEED</u>	<u>CODE</u>	<u>BOTANICAL / COMMON NAME</u>
	CD	CYNODON DACTYLON BERMUDA GRASS

REFERENCE NOTES SCHEDULE ARGYLE ADMIN BUILDING

<u>SYMBOL</u>	<u>DESCRIPTION</u>
①	CONCRETE MO
②	STEEL EDGING



NO.	DATE	REVISION
		4060 BRYANT IRVIN ROAD FORT WORTH, TX 76109 817-412-7150 TX REG. ENGINEERING FIRM F-469 TX REG. SURVEYING FIRM LS-100080C



Pacheco Koch

PLANTING PLAN

NEW ADMINISTRATION BUILDING

FOR

ARGYLE I.S.D.

CITY OF FLOWER MOUND, DENTON COUNTY, TEXAS

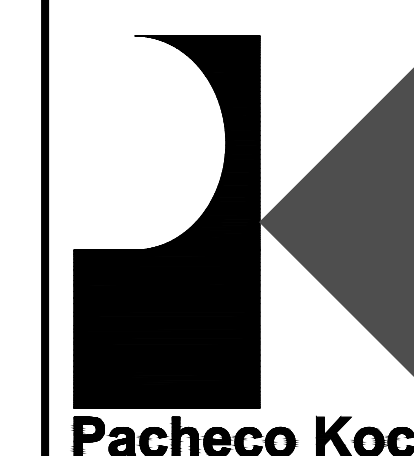
DESIGN	DRAWN	DATE	SCALE	NOTES	FILE	NO.
CJT	AJW	JULY 2020	AS SHOWN			L2.02

PK FILE: 4645-20.268

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NEW ADMINISTRATION BUILDING
FOR
ARGYLE I.S.D.
FLOWER MOUND, TEXAS

Project:



4060 BRYANT IRVIN ROAD
FORT WORTH, TX 76109 • 817.412.7171
TX REG. ENGINEERING FIRM F-469
TX REG. SURVEYING FIRM LS-1000900
TX REG. ARCHITECTURAL FIRM BR 243

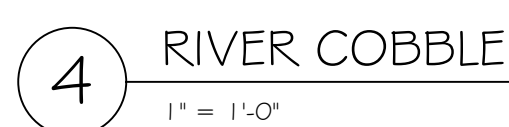
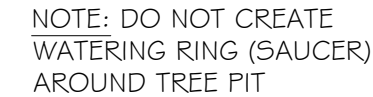


1000

PLANTING PLAN

Job No. 01861-01-01	Sheet No. L2.0
Drawn By: AJW	
Date: 07.07.2020	

PK FILE: 4645-20.268



<u>SYMBOL</u>	<u>DESCRIPTION</u>	<u>QTY</u>	<u>DETAIL</u>
1	CONCRETE MOW CURB	200 LF	6/L2.04
2	STEEL EDGING	48 LF	4/L2.04



NO.	DATE	REVISION
		Pacheco Koch 4060 BRYANT IRVIN ROAD FORT WORTH, TX 76109 817.412.7150 TX REG. ENGINEERING FIRM F-469 TX REG. SURVEYING FIRM LS-100080

PLANTING DETAILS

NEW ADMINISTRATION BUILDING

FOR

ARGYLE I.S.D.

CITY OF FLOWER MOUND, DENTON COUNTY, TEXAS							
DESIGN	DRAWN	DATE	SCALE	NOTES	FILE	NO.	
CJT	AJW	JULY 2009	AS SHOWN				

PK FILE: 4645-20.268

NEW ADMINISTRATION BUILDING
FOR
ARGYLE I.S.D.
FLOWER MOUND, TEXAS

Project:



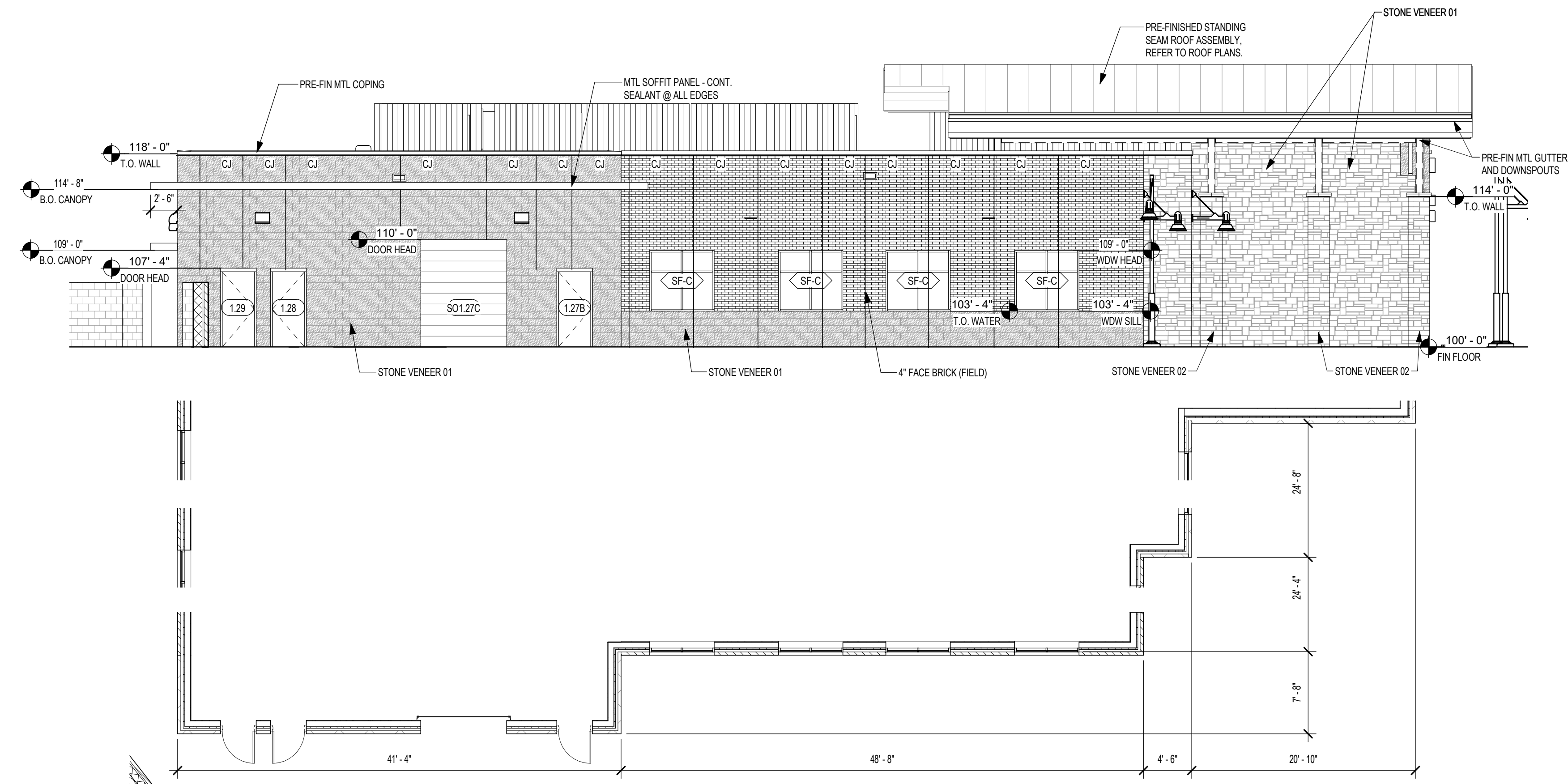
Pacheco Koch
4040 BRYANT IRVIN ROAD
FORT WORTH, TX 76109 • 817.412.7155
TX REG. ENGINEERING FIRM F-469
TX REG. SURVEYING FIRM LS-10008001
TX REG. ARCHITECTURAL FIRM BR 2430



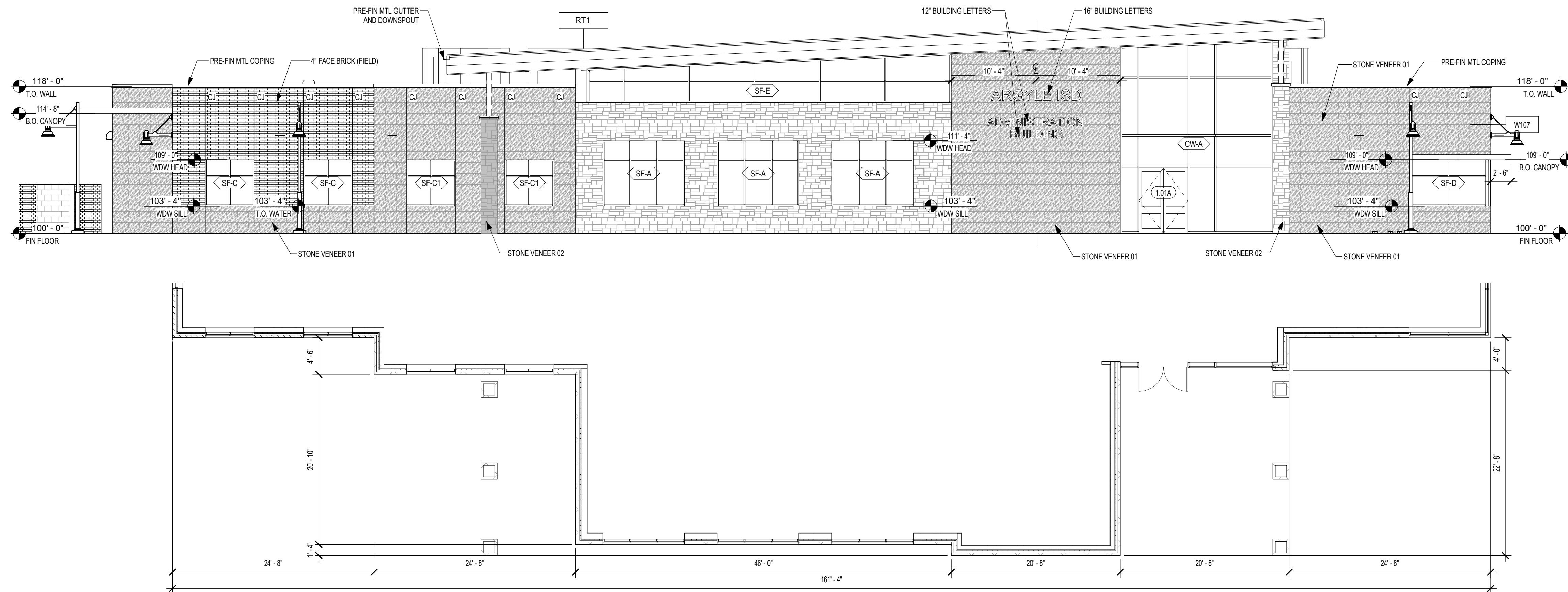
PLANTING DETAILS

Job No. 01861-01-01	Sheet No. L2.04
Drawn By: AJW	
Date: 07.07.2020	

PK FILE: 4645-20.268



2 EXTERIOR ELEVATION - EAST -
1/8" = 1'-0"



1 EXTERIOR ELEVATION - NORTH -
1/8" = 1'-0"

BRICK VENEER - TAN CLAY MASONRY UNIT
METAL PANEL - CHARCOAL GRAY FORMED PROFILE METAL PANEL
STONE VENEER 01 - CREAM NATURAL STONE ASHLAR
STONE VENEER 02 - VARIED BROWN NATURAL STONE DRY STACK

MATERIAL LEGEND

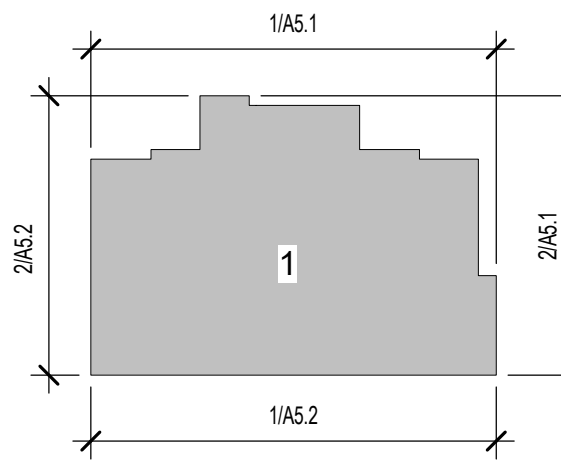
NOTES APPLY TO ROOMS AS NOTED IN THE ROOM FINISH TAGS.
SEE TAG LAYOUT ABOVE.

- ANY EXTERNAL ELECTRICAL PANELS SHALL BE PAINTED/TEXTURED TO MATCH THE MATERIAL AND COLOR OF THE BUILDING.

COMMENTS

	NORTH	SOUTH	EAST	WEST
1. TOTAL FACADE S.F.	3647 S.F.	3647 S.F.	2527 S.F.	2527 S.F.
2. FACADE S.F. (EXCLUSIVE OF DOORS & WINDOWS)	2543 S.F.	3181 S.F.	2268 S.F.	2126 S.F.
3. DOORS & WINDOWS S.F.	1104 S.F.	466 S.F.	259 S.F.	401 S.F.
4. PRIMARY MASONRY TOTALS (MIN. 80%)	2294 S.F. 90% OF 2	2817 S.F. 82% OF 2	2141 S.F. 84% OF 2	1980 S.F. 93% OF 2
BRICK S.F.	298 S.F. 12% OF 2	1791 S.F. 56% OF 2	585 S.F. 26% OF 2	532 S.F. 25% OF 2
STONE S.F.	1995 S.F. 78% OF 2	826 S.F. 26% OF 2	1556 S.F. 69% OF 2	1448 S.F. 68% OF 2
5. SECONDARY MASONRY TOTALS	0 S.F. 0% OF 2	0 S.F. 0% OF 2	0 S.F. 0% OF 2	0 S.F. 0% OF 2
6. NON-MASONRY FINISH TOTALS	249 S.F. 10% OF 2	564 S.F. 18% OF 2	127 S.F. 6% OF 2	146 S.F. 7% OF 2
METAL PANEL S.F.	249 S.F. 10% OF 2	564 S.F. 18% OF 2	127 S.F. 6% OF 2	146 S.F. 7% OF 2

FACADE FINISHES TABLE



KEY PLAN - FIRST FLOOR

N.T.S.

A NEW ADMINISTRATION BUILDING
FOR
ARGYLE I.S.D.
FLOWER MOUND, TEXAS

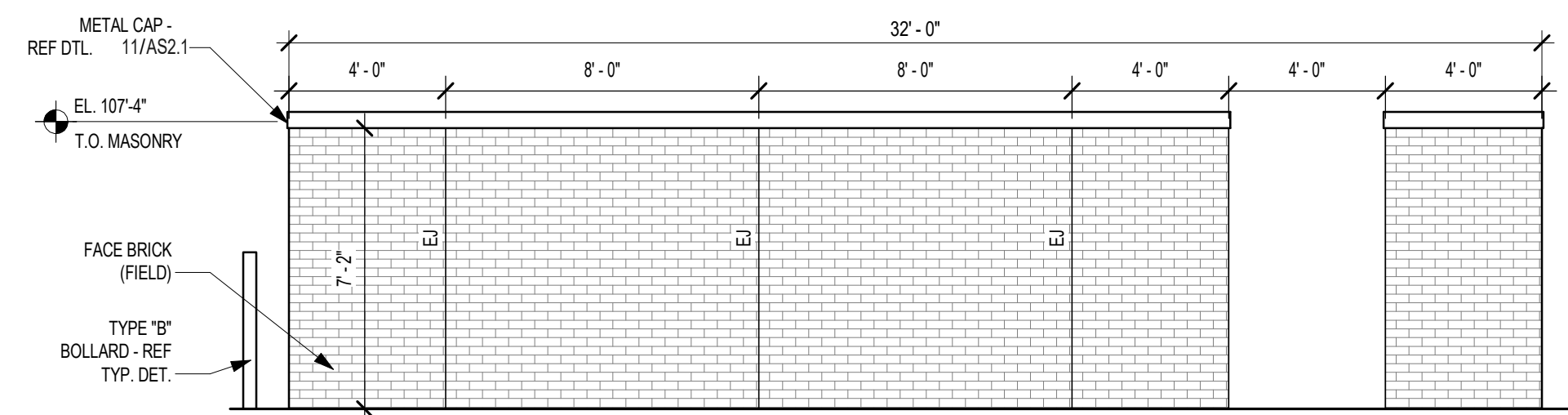
FOR THE
PURPOSES
OF
PERMITTING



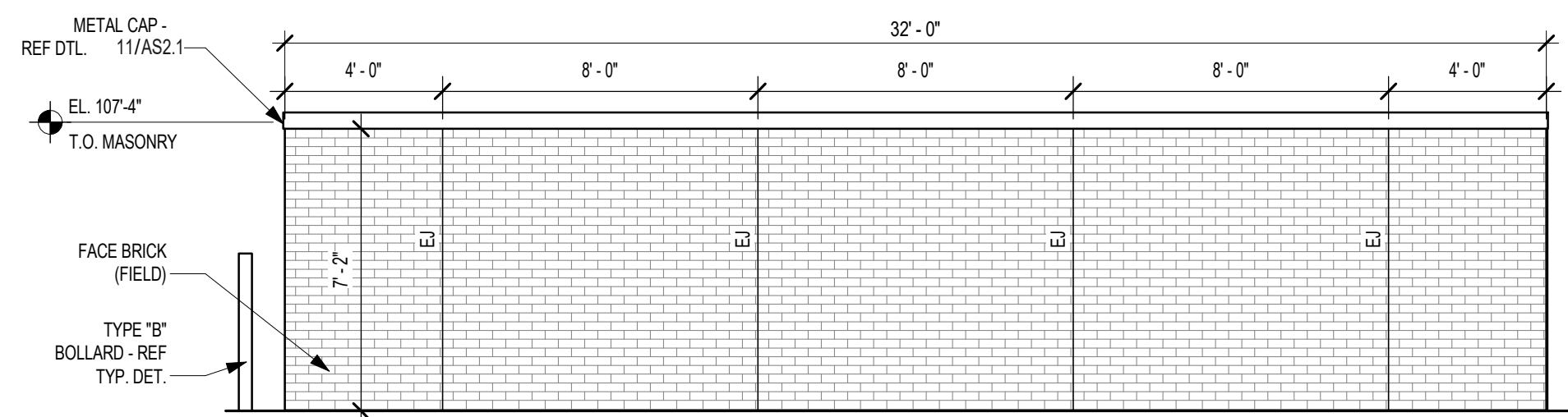
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**P&Z - EXTERIOR
ELEVATIONS**

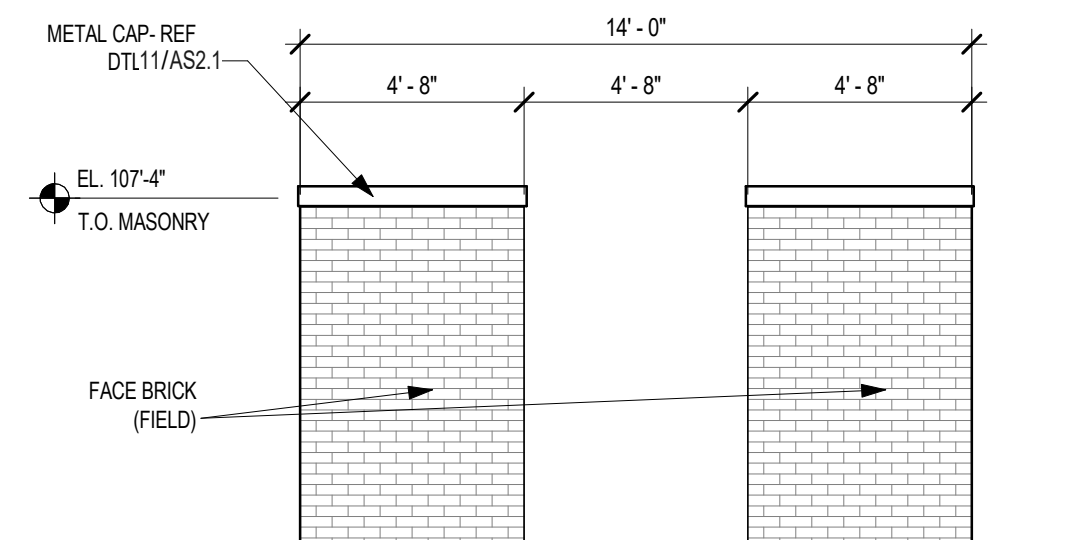
VOLUME
Job No.
01861-01-01
Sheet No.
BID & PERMIT
A5.1
Drawn By:
cm
Date:
07.09.2020



6 DUMPSTER ENCLOSURE ELEVATION
1/4" = 1'-0"



5 DUMPSTER ENCLOSURE ELEVATION
1/4" = 1'-0"



4 DUMPSTER ENCLOSURE ELEVATION
1/4" = 1'-0"

BRICK VENEER - TAN CLAY MASONRY UNIT
METAL PANEL - CHARCOAL GRAY FORMED PROFILE METAL PANEL
STONE VENEER 01 - CREAM NATURAL STONE ASHLAR
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MATERIAL LEGEND

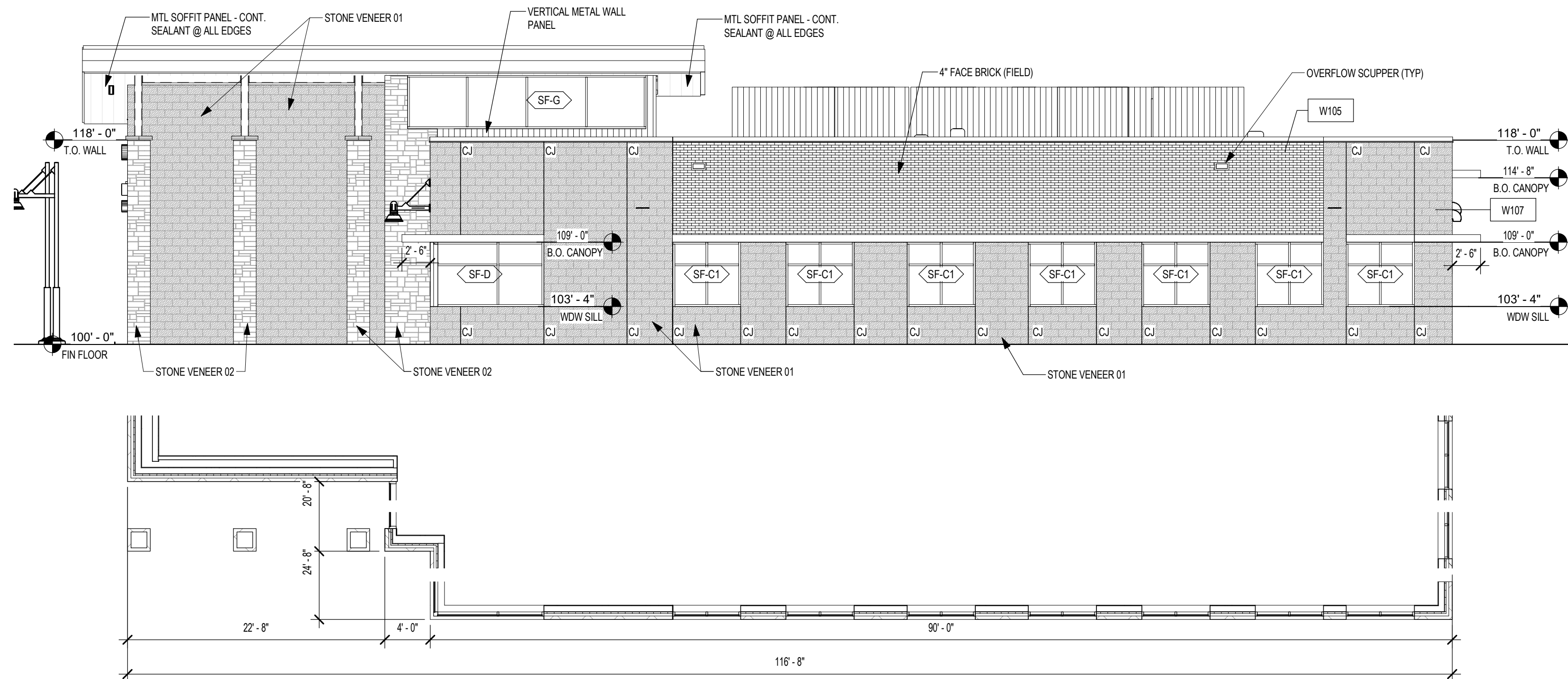
NOTES APPLY TO ROOMS AS NOTED IN THE ROOM FINISH TAGS. SEE TAG LAYOUT ABOVE.

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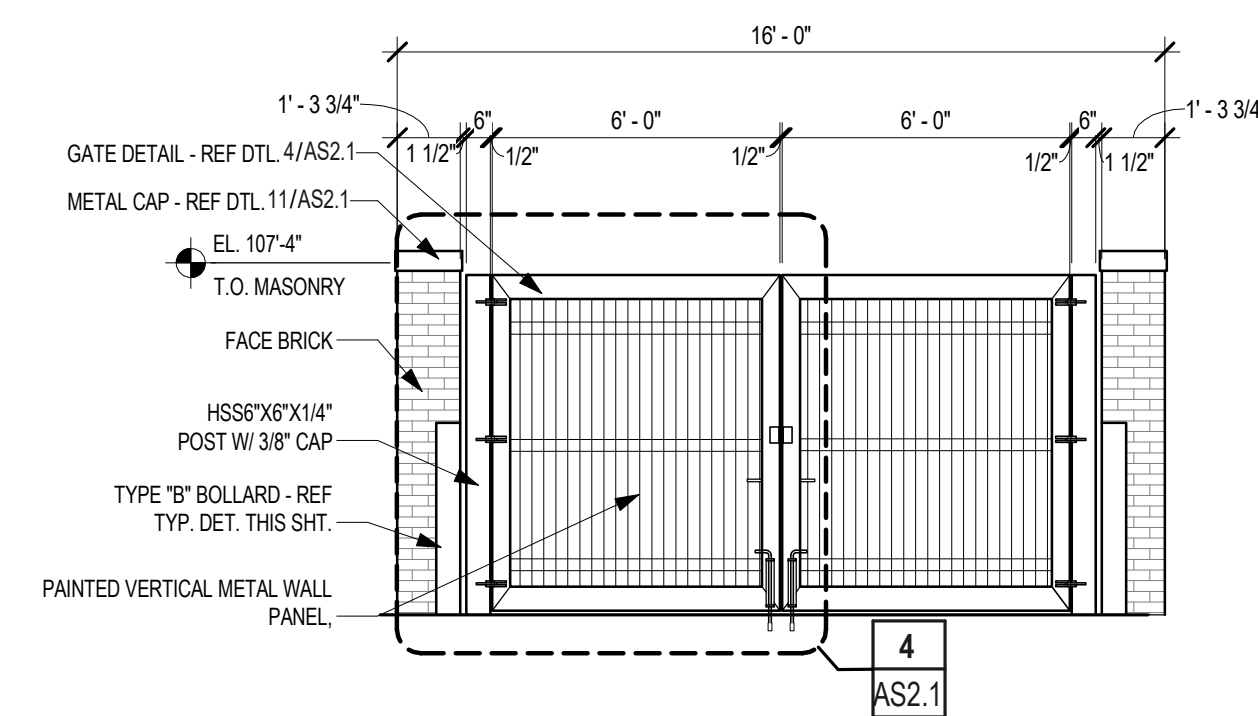
COMMENTS

	NORTH	SOUTH	EAST	WEST
1. TOTAL FACADE S.F.	3647 S.F.	3647 S.F.	2527 S.F.	2527 S.F.
2. FACADE S.F. (EXCLUSIVE OF DOORS & WINDOWS)	2543 S.F.	3181 S.F.	2268 S.F.	2126 S.F.
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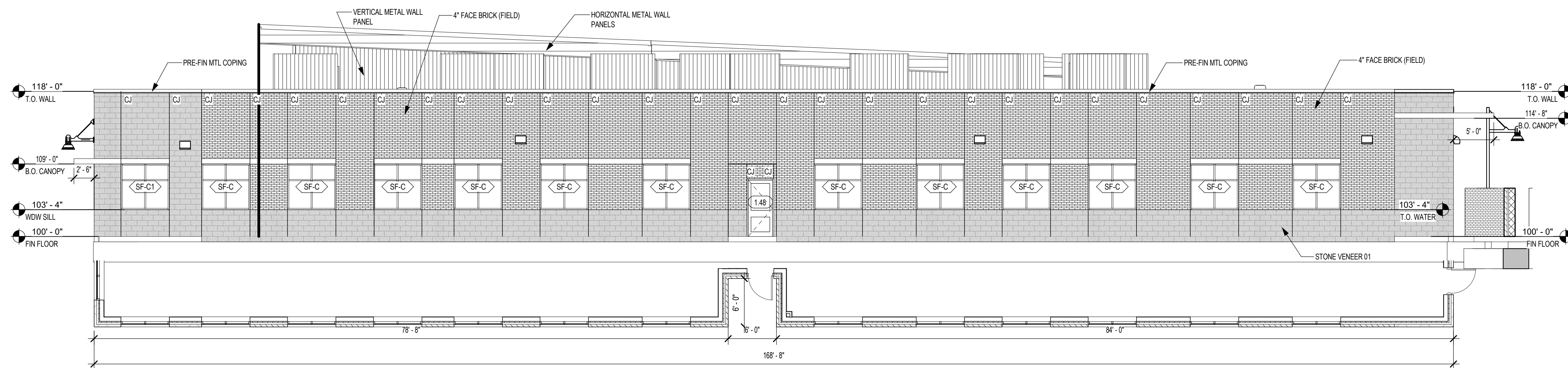
FACADE FINISHES TABLE



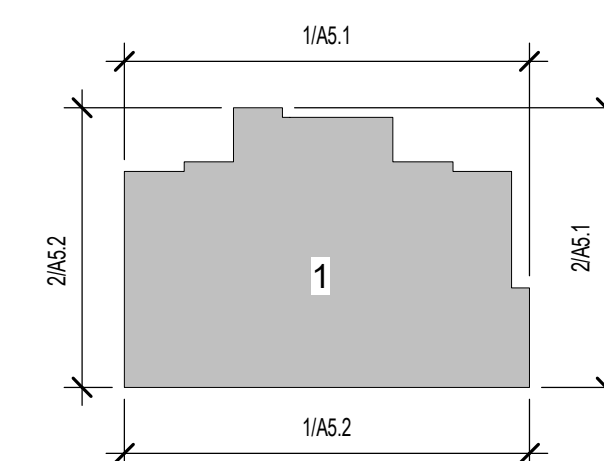
3 EXTERIOR ELEVATION - WEST -
1/8" = 1'-0"



2 DUMPSTER GATE ELEVATION
1/4" = 1'-0"



1 EXTERIOR ELEVATION - SOUTH -
1/8" = 1'-0"



KEY PLAN - FIRST FLOOR

N.T.S.

A NEW ADMINISTRATION BUILDING
FOR
ARGYLE I.S.D.
FLOWER MOUND, TEXAS

Project

FOR THE
PURPOSES
OF
PERMITTING



11.18.2020

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P&Z - EXTERIOR
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VOLUME

Job No.
01861-01-01

Drawn By:

Author

Date:
07.09.2020

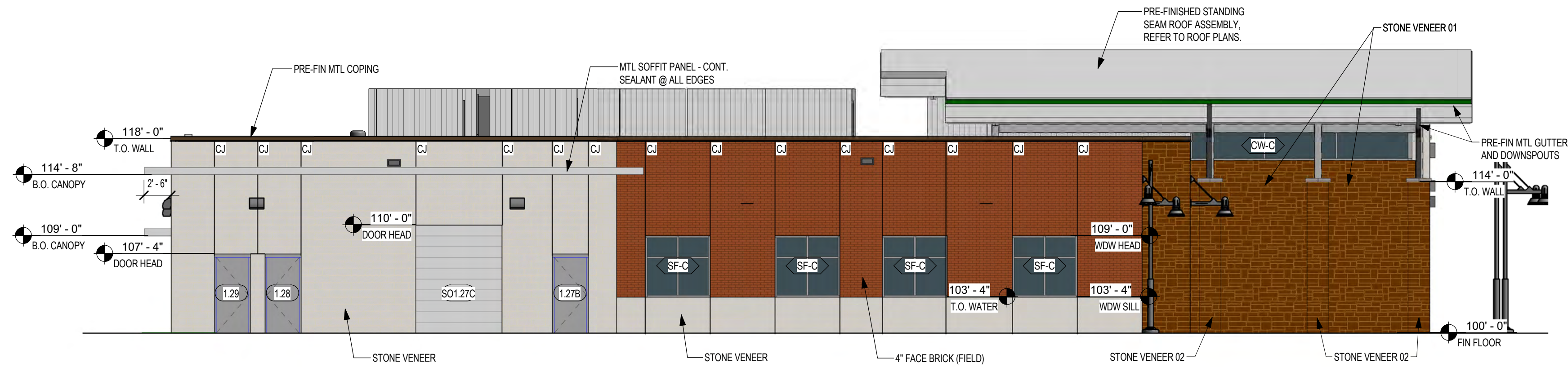
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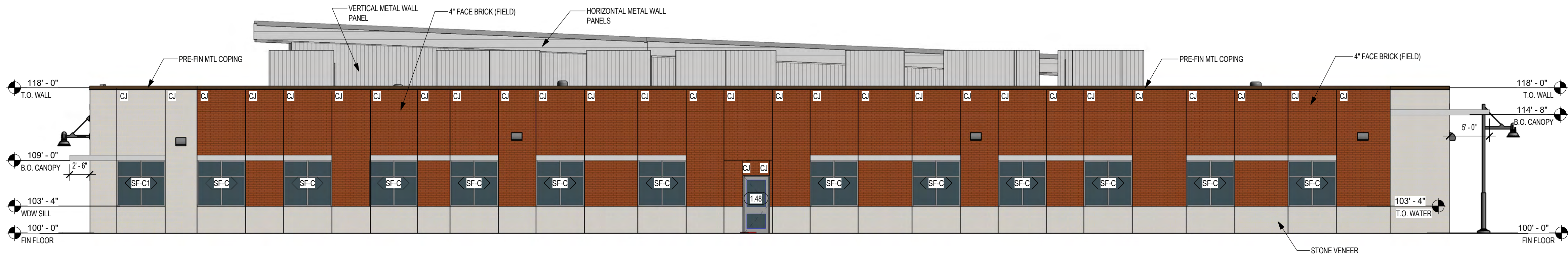
A5.2

THIS DRAWING IS NOT TO SCALE AND IS PROVIDED FOR REFERENCE PURPOSES ONLY. DRAWING IS NOT INTENDED FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION. REFER TO FLOOR PLANS AND DETAILS FOR SPECIFIC PROJECT INFORMATION.

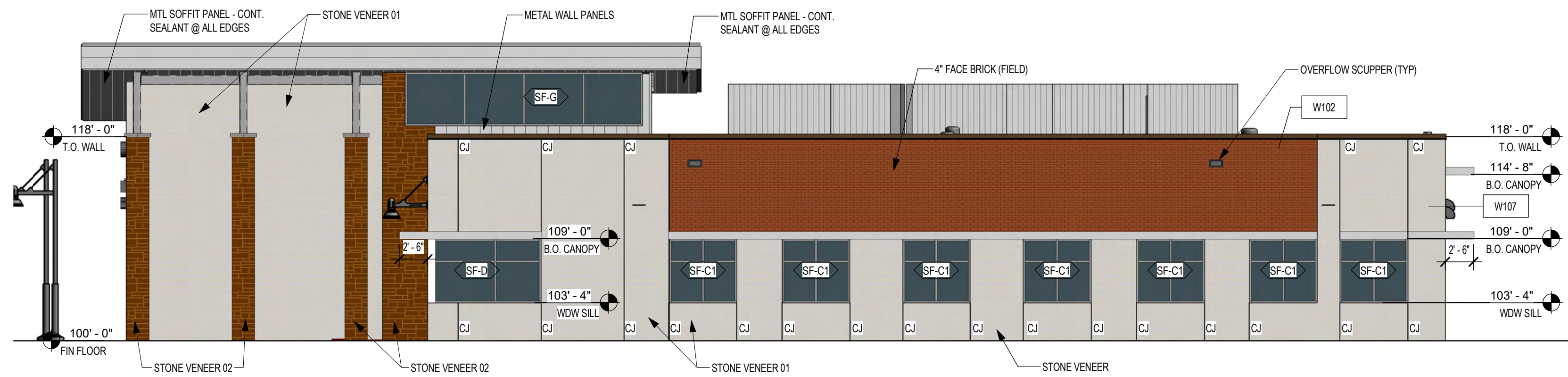
3D VIEW DISCLAIMER



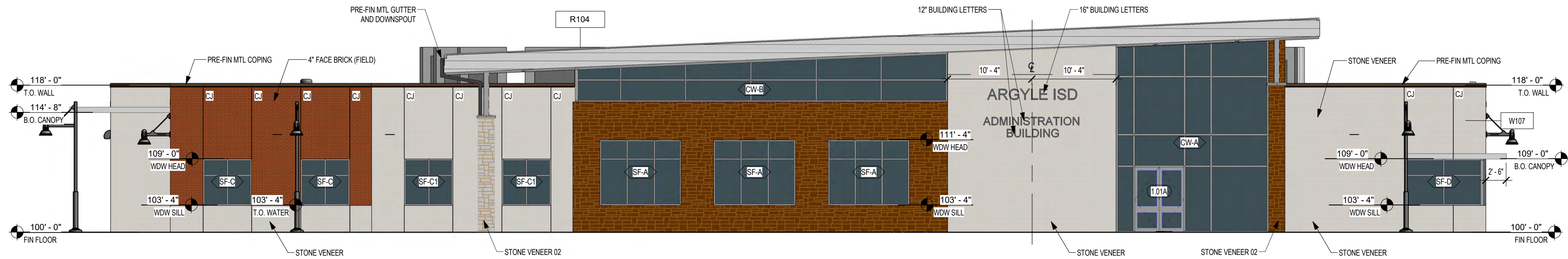
4 EXTERIOR ELEVATION - EAST COLOR
1/8" = 1'-0"



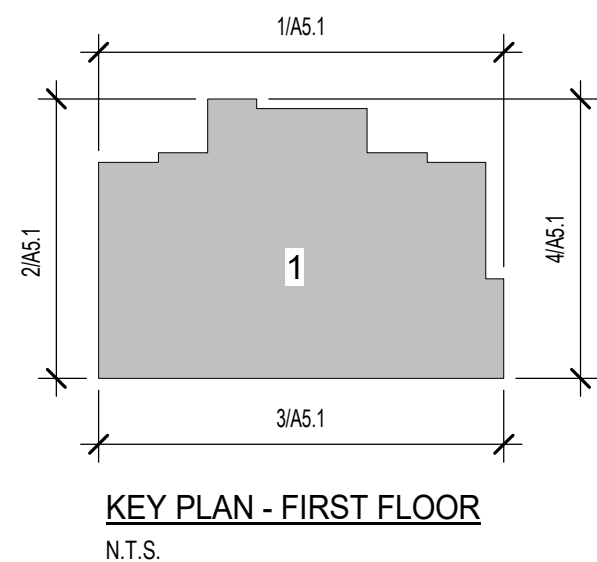
3 EXTERIOR ELEVATION - SOUTH COLOR
1/8" = 1'-0"



2 EXTERIOR ELEVATION - WEST - COLOR
1/8" = 1'-0"



1 EXTERIOR ELEVATION - NORTH - COLOR
1/8" = 1'-0"



A NEW ADMINISTRATION BUILDING
FOR
ARGYLE I.S.D.
FLOWER MOUND, TEXAS

FOR THE
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**P&Z - EXTERIOR
ELEVATIONS**

VOLUME
Job No.
01881-01-01
Sheet No.
01
Drawn By:
cm
Date:
06/23/2020
A5.1



PLANNING AND ZONING COMMISSION

AGENDA ITEM NO: 3

REGULAR ITEM

DATE: December 14, 2020

FROM: Tommy Dalton, Assistant Town Manager

ITEM: Public Hearing to consider an ordinance amending the Town's Code of Ordinances (LDR20-0005 – Development Fees) by adding section 32-4 requiring permits and permit fees for site development construction, by amending various portions of Chapter 78, "Administration," to add a new section 78-2 regarding inactive projects, to repeal section 78-124 in its entirety, and to add a new article VII regarding amendments to approved plans; and by amending Appendix A entitled "fee schedule," to amend various fees related to land development within the town.

I. ITEM SUMMARY

This Town initiated item proposes to amend certain development related fees.

The item will require final action by the Town Council, which is scheduled for January 4, 2021.

II. APPLICATION ANALYSIS

Background: Discussion on this topic began during the June 21, 2019 Town Council Strategic Planning Session (SPS). During the 2019 SPS, Town Council directed staff to perform a benchmark city fee survey and present to Town Council. Following that discussion, the topic was again brought up during Council's consideration of a contract for the Matrix Consulting Group to perform a development process review. Staff was asked to request a development fee study quote from the consultant. That quote was provided to the Council via email on November 14, 2019.

The Council again discussed development fees during their June 19, 2020 SPS. In order to aid that discussion, staff conducted a survey of development fees (planning, engineering, and building). While that survey wasn't exhaustive, it captured the majority of those development fees.

As a result of that survey, staff presented opportunities on new or increased fees to recover costs. Council directed staff to implement those changes as a "phase 1" update of the Town's development fees. Council also directed staff to engage Matrix to conduct a comprehensive review of the Town's development fees. The presentation of the topic and discussion of the survey can be viewed online [here](#) (fast forward to 1:05:21).

The Council formally approved a contract with Matrix on November 2, 2020, to analyze the Town's development fees against the actual costs to review development applications and permits. The final product would allow the Council to discuss cost recovery options, and not simply compare fees against other city's fees. That review is expected to begin in January 2021.

Since there are fee and text changes being proposed to the Town's Land Development Regulations, the changes must receive a recommendation from the Planning and Zoning Commission.

Staff also presented changes to the Town's building permit fees within Chapter 14 of the Town's Code of Ordinance. Those changes do not fall under the purview of the Planning and Zoning Commission, and only require consideration and approval by the Town Council. Those changes are scheduled to be considered by the Council on the same agenda as this item.

Proposed Changes: The majority of the proposed fee changes are for services the Town is currently providing free of charge, or for services not captured by the normal application/permit fees. The purpose of these fee changes is to recover the Town's costs for those services.

The proposed amendments add two authorizing sections into the land development regulations, and amend various fees related to land development.

The first authorizing section is contained in Chapter 32, which incorporates the Town's Engineering Design Criteria and Construction standards. The proposed language is provided in Attachment 1. This section authorizes fees to be assessed for site construction activities that include mobilization, grading, utility and paving construction, and site landscape installation. The Town doesn't currently charge a fee for a permit application and review of site development plans. The proposed fees can be found in Attachment 2.

One housekeeping item relates to inactive cases, which is currently codified as Section 78-124 under "Certificate of Occupancy." The language is in the wrong place as it does not relate to the Town's issuance of a Certificate of Occupancy and it's being updated to correspond with current Town policy and practice. The proposed language is provided in Attachment 1.

The second authorizing section is contained in Chapter 78, which is the administration section of the Town's land development regulations. The new Article details the process and requirements to amend approved plans, as well as establishes fees for processing plan amendment applications. For reference, [Section 82-37](#) of the Town's land development regulations allow certain changes to approved site plans to be approved administratively. However, there are no fees for this service. The proposed language in Attachment 1 codifies current Town policy on processing minor plan amendments.

Attachment 2 details the proposed changes to the development fees listed in Appendix A of the Town's land development regulations. Once staff began the review of the fees, we found that several areas needed to be cleaned up or reformatted, and that several fees were duplicated. For example, platting fees were listed under Chapter 90 and 98. The proposed changes consolidate the platting fees into Chapter 90 under the subdivision regulations where they belong.

Due to the significant formatting changes to the fee appendix, below is a summary of the proposed fee changes to recover staff costs along with a brief explanation.

- Plan amendment fees: This fee is to cover costs associated with the review and processing of amendments to approved plans.
- Multiple plan review fee: This fee is to cover costs associated with reviewing resubmitted plans that don't address a substantial number of previous staff comments.
- Site development permit fee: This fee is to cover costs associated with the review and processing of construction plans prior to releasing the contractor to begin work.
- Landscape plan inspection fee: This fee is to cover costs associated with the inspection of installed landscaping for commercial projects and residential subdivisions.
- Landscape plan re-inspection fee: This fee is to cover costs associated with the re-inspection of landscaping due to a failed inspection.
- Environmentally sensitive area (ESA) survey fee: This fee is to cover costs associated with the site visit to survey and document ESAs on a project site in accordance with the Town's SMARTGrowth program.
- Tree survey inspection fee: This fee is to cover costs associated with the inspection of required tree surveys.
- Tree re-inspection fee: This fee is to cover costs associated with the re-inspection of installed trees for residential lots due to a failed inspection.
- Early grading permit fee: This fee is to cover costs associated with the review and processing of grading plans prior to releasing the contractor to begin work.
- Development agreement fee: This fee is to cover costs associated with the review and processing of development agreements, which requires significant legal review.
- Vested rights determination fee: This fee is to cover costs associated with the review and processing of vested rights petitions, which requires significant legal review.

III. CORRESPONDENCE

The Town Code requires public notice in a newspaper of general circulation (Denton Record Chronicle). At the time this report was written, the Town had not received any correspondence regarding this item.

IV. ATTACHMENTS

1. Proposed Text Changes
2. Appendix A - Proposed Fee Changes

Sec. 32-4. Development Construction.

- a) No person shall perform any construction activity related to mobilization, grading, utility and paving construction, geotechnics, or site landscape installation without first obtaining a construction permit from the Town. A completed application for a permit with all required information attached shall be submitted on forms supplied by the Town. Fees for permit application review and inspection shall be assessed in accordance with the provisions of appendix A of the Code of Ordinances of the Town of Flower Mound."

Sec. 78-2. – Inactive projects.

A development application, such as a plat, site plan or rezoning request, will be considered inactive, and therefore withdrawn, if there has been no activity by the applicant on the project for a period of 180 days.

- a) For the purposes of this section, activity is defined as response to comments, payments of fees, or submittal of supporting documentation or studies.
- b) To activate a development project that has been withdrawn, a new application must be submitted to the Town of Flower Mound in accordance with current standards and procedures at the time of submission.
- c) Being withdrawn due to inactivity does not necessarily impact the vested rights of a property in accordance with Chapter 78, Article VI of the Code of Ordinances.

ARTICLE VI. – Amendments to approved plans

Sec. 78-301. Application

- a) Any person having a proprietary interest in any property within the corporate limits of the town, requesting a change or amendment to any approved plan (Plan Amendment) of such property, shall file an application for such amendment with the Town, which is subject to the applicable fees listed in Appendix A of this Code.
- b) Any Plan Amendment shall be consistent with the zoning in which the property is located, the Town's land development regulations, the Town's comprehensive plan, and shall be subject to review and approval by the Town Manager, or their designee.
- c) Any Plan Amendment that proposes a waiver, modification, exception or deviation from the land development regulations, comprehensive master plan, or the zoning in which the property is located, or causes any of the circumstances listed in Section 82-37 to occur, cannot be submitted as a Plan Amendment. The applicant must file a new application with the Town, as determined by the Town Manager or their designee, and be subject to those application requirements and approval processes.

Sec. 78-302. Plan Amendment required

- a) Plan Amendments are required for substantive changes to approved plans. In this section, substantive changes are defined as those that require review and approval by more than one administrative department of the Town, or those that impact how or whether a site complies with minimum zoning or development standards. Any previous plan amendments approved for a site will be reviewed in conjunction with the current request to determine whether the combination of changes has become a substantive plan amendment or exceeded the limits of a plan amendment's authority. Plan amendments can occur for the following:
 - 1. Non-residential site plans, landscape plans, hardscape plans, amenity plans and elevations;
 - 2. Residential subdivision landscape plans, including any hardscape and amenity plans, and;
 - 3. Changes to approved storm water detention/retention facilities and perimeter subdivision walls and entry features.

Sec. 78-303. Submittal requirements

- a) Submittal requirements for a Plan Amendment shall be determined solely by the Town based on the changes being requested, and are subject to any other amendment provisions of the land development regulations.

Sec. 78-304. Approval process

- a) Generally, Plan Amendments may be approved by the Town Manager or their designee.
- b) In the event that a Plan Amendment conflicts with Section 78-301(b) of this Article VII, or causes any of the circumstances in Section 82-37 to occur, the plan amendment may require approval by the Planning and Zoning Commission, or by the Town Council upon recommendation by the Planning and Zoning Commission, as dictated by those sections."

Chapter 32. Engineering Design Criteria and Construction Standards.

<i>Code Section Number</i>	<i>Description</i>
32-3	Flat rate inspection fee to work outside of normal working hours (charged in addition to the usual inspection fee(s) for the work inspected)

Weekdays outside of the hours of 7:00 a.m. to 4:00 p.m.\$90.00

Saturdays (and Sunday emergency work)\$180.00

<u><i>Code Section Number</i></u>	<u><i>Description</i></u>
<u>32-4</u>	<u>Development permit fees</u>

1) A site development permit is required prior to mobilization, grading, utility and paving construction, geotechnics, and site landscape installation.

a) Site Development Permit (DEV) fee: \$500.00

b) Grading Permit fee: \$250.00

c) Geotechnical Permit fee: Included with DEV permit fee

d) Landscape plan inspection fee: \$250.00

e) Landscape plan reinspection fee: \$50.00

~~Chapter 78. Administration.~~

<i>Code Section Number</i>	<i>Description</i>
78-125	Outdoor lighting fees:

~~Plan review fee\$100.00~~

~~Reinspection fee*50.00~~

~~* A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which the inspection is requested is not in compliance with all local codes or when requested corrections are not made. In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.~~

<u>Chapter 78. Administration.</u>	
<u>Code Section Number</u>	<u>Description</u>
<u>78-1</u>	<u>Application fees:</u>
<u>78-84</u>	<u>Appeals:</u>
<u>78-125</u>	<u>Outdoor lighting fees:</u>
<u>78-263</u>	<u>Vested rights petition:</u>
<u>78-301</u>	<u>Amendments to approved plans:</u>

1) Application Fees:

a. Plan review fees:

- (1) Master Plan amendments, Zoning amendments, Specific Use Permits, and site plans: A nonrefundable plan review deposit of \$500.00 is due at time of application submittal. The plan review deposit will be applied toward the cost of the application.
- (2) Plats, including development plans: A nonrefundable plan review deposit of \$250.00 is due at time of application submittal. The plan review deposit will be applied toward the cost of the application.
- (3) Multiple plan review fee: A \$250.00 additional plan review fee may be applied to any development application when thirty percent (30%) or more of the previously provided written comments are not addressed by the applicant, as determined by the Town Manager or their designee.

- (4) Development Agreement fee: A \$500.00 review fee is required for any application that requires a development agreement as determined by the Town Manager or their designee.

2) Appeals:

- a. Appeal of administrative decision (all): \$100.00

3) Outdoor lighting fees:

- a. Plan review fees: \$100.00

- b. Reinspection Fee*: \$50.00

* A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which the inspection is requested is not in compliance with all local codes or when requested corrections are not made. In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

- 4) Vested rights petition: A \$1,500.00 review fee is required upon submittal of a petition for vested rights.

5) Amendments to approved plans:

- a. Plan amendment application fee: \$250.00

- b. Plan amendment inspection fee for landscape changes: \$100.00

- ~~a-c.~~ Plan amendment landscape reinspection fee: \$50.00

<u>Chapter 82. Development Standards.</u>	
<u>Code Section Number</u>	<u>Description</u>
<u>82-31</u>	<u>Site plan required:</u>

1) Site plan fees:

- a. All except multi-family: \$500 + \$25 per acre + property owner notice fees (PON), if applicable, of \$2.50 per PON.*

- b. Multi-family: \$500 + \$10 per dwelling unit + property owner notice fees, if applicable, of \$2.50 per PON.*

* There are property owner notification requirements for site plans with certain exceptions. Please contact Planning Services for further explanation.

Chapter 90. Subdivisions.	
Code Section Number	Description
90-31 et seq.	Development plan: \$100.00 + \$3.00/lot
90-91 et seq.	Platting fees:

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~~(a) Replat\$200.00
+ \$4.00/lot~~

~~(b) Record plat:~~

~~(1) With mandatory homeowners' association.\$500.00
+ \$4.00/lot~~

~~(2) Without mandatory homeowners' association\$200.00
+ \$4.00/lot~~

~~(3) Minor record plat\$200.00
+ \$4.00/lot~~

~~(c) Amended plat\$200.00~~

~~(d) Site plan:~~

~~(1) Five acres or less\$200.00~~

~~(2) More than five acres400.00~~

~~(e) Plat and construction plan resubmitted fee200.00~~

~~Such fee is required at such time any record plat and/or construction plans are resubmitted in accordance with the requirements of the respective section of the land development regulations.~~

Code Section Number	Description
90-446	Park development fee: \$1,388.00 per unit.

<u>Chapter 90. Subdivisions.</u>	
<u>Code Section Number</u>	<u>Description</u>
<u>90-31 et seq.</u>	<u>Development plan Fees:</u>
<u>90-91 et seq.</u>	<u>Platting fees:</u>
<u>90-446</u>	<u>Park development fee:</u>

1) Platting fees:

a. Development plans:

- (1) Single-family residential: \$500 + \$10 per lot
- (2) Multi-family and non-residential: \$500 + \$15 per acre

b. Record plats:

- (1) Single-family residential: \$500 + \$15 per lot
- (2) Multi-family and non-residential: \$500 + \$15 per acre

c. Replats:

- (1) All types: \$350 + \$20 per lot lot + property owner notice (PON) fees, if applicable, of \$2.50 per PON.*

Residential replats are subject to property owner notification requirements. Please contact Planning Services for further explanation.

d. Minor plats:

- (1) Single-family residential: \$250 + \$10 per lot
- (2) Multi-family and non-residential: \$300 + \$20 per acre

e. Amended plats:

- (1) Single-family residential: \$250 + \$10 per lot
- (2) Multi-family and non-residential: \$300 + \$20 per acre

f. Vacating plats:

(1) All types: \$300

~~(1)~~(2) Park development fee: \$1,388.00 per unit

Chapter 94. ~~Vegetation~~Trees.

<i>Code Section Number</i>	<i>Description</i>
<u>94-23 & 94-24</u>	<u>Tree survey; development projects – Tree survey; residential lots</u>
	<u>Tree survey inspection fee:</u> <u>1) 0 -10 specimen trees = \$100.00;</u> <u>2) 11 – 50 specimen trees = \$200.00;</u> <u>3) 51 – 100 specimen trees = \$300.00;</u> <u>4) 101+ specimen trees = \$500.00</u>
94- 92-34	Tree removal permit:
	(1) Tree removal permit for protected trees is \$100.00 per tree not to exceed \$21 <u>1,000.00</u> per permit application.
	(2) Tree removal permit fee for a specimen tree, majestic tree or historic tree is \$250.00 per tree <u>not to exceed \$1,000.00 per permit application.</u>

~~Chapter 98. Zoning.~~

<i>Code Section Number</i>	<i>Description</i>
98-1 et seq.	Zoning fees:

(a)	Development plans (preliminary plats)	
	Single-family residential	\$500.00 +\$10.00/lot
	Multifamily and nonresidential	500.00 + 15.00/ac
(b)	Record plats (final plats)	
	Capacity reserved and HOA documents reviewed	
	Single-family residential	500.00/plat + 15.00/lot + recording fees
	Capacity reserved	
	Multifamily and nonresidential	500.00/plat + 20.00/ac + recording fees
(c)	Replats (all)	
		350.00/plat + 20.00/lot + legal notices + recording fees
(d)	Minor record plats	
	Capacity reserved	
	Residential	250.00 + 10.00/lot + recording fees

	Multifamily and nonresidential	300.00 + 20.00/ac + recording fees
(e)	Amended record plats	
	Residential	250.00 + 10.00/lot + recording fees
	Multifamily and nonresidential	300.00 + 20.00/ac + recording fees
(f)	Vacating plat (all)	300.00
(g)	Appeal of administrative decision (all)	100.00
(h)	Variance to subdivision regulations (all)	250.00 + legal notices
(i)	Subdivision name change	
	after plat recorded (all)	500.00
(j)	Street name change after plat recorded	300.00 + sign costs
(k)	Legal notification *	1) \$2.50 per property owner notice
		2) 40.00 per newspaper notice
* All notification fees are due no later than the Friday before the notice is to be mailed and sent to the newspaper. If the notification fees are not paid, the application will not be scheduled for the public hearing.		
(l)	Specific fee type	

	Annexation petition (all acreages)	Legal notices
	Master plan amendments	
	0 to 5 acres	750.00 + 25.00/acre + legal notices
	5+ acres to 20 acres	1,000.00 + 25.00/acre + legal notices
	20+ acres to 50 acres	1,250.00 + 20.00/acre + legal notices
	50+ acres	1,500.00 + 15.00/acre + legal notices
(m)	DRC	DRC meetings included w/application
(n)	Zone change	
	0 to 5 acres	500.00 + 25.00/acre + legal notices
	5+ acres to 20 acres	750.00 + 25.00/acre + legal notices
	20+ acres to 50 acres 1,000.00 + 20.00/acre + legal notices	

	50+ acres	1,250.00 + 15.00/acre + legal notices
(o)	Single-family PD	
	Concept plan	Base zoning fee + 200.00 + legal notices
(p)	Multifamily and nonresidential PD	
	Concept plan	Base zoning fee + 500.00 + legal notices
(q)	Specific use permit	Same as zone change + legal notices
	Site plan with SUP	Base SUP fee + 200.00 + legal notices
	Change in ownership/ building addition	500.00 + 10.00/acre + legal notices
(r)	Site plan—Reserves capacity	
	Site plan reviews include plan review, architectural review, and landscape plan review	
	All, except multifamily	500.00 + 25.00/acre
	Multifamily	500.00 + 10.00/DU
(s)	Minor administrative amendment (all	None

(t)	SMARTGrowth analysis *	
	0 to 5 acres	500.00
	* Analyses performed within the previous 12 months may be counted towards current fee	
	5+ acres to 20 acres	500.00
	20+ acres to 50 acres	750.00
	50+ acres	1,000.00
(u)	SMARTGrowth analysis—Environmental survey. Additional fees may be assessed if environmental protection plan required	0.00
(v)	SMARTGrowth analysis.	
	Transportation deposit. (Additional fees may be assessed, depending on scope of work.)	2,500.00
	Water deposit. (Additional fees may be assessed, depending on scope of work.)	550.00
	Wastewater deposit. (Additional fees may be assessed, depending on scope of work.)	550.00
(w)	Variance to zoning regulations	
	Zoning	250.00 + legal notices
(x)	Zoning verification letter, each	25.00
(y)	Zoning withdrawal—Fee refund	
	Before public hearing notice	50% refund
	After public hearing notice	No refund

{z}	Land development code	Paper copy 50.00, CD 10.00, free online
	Master plan 2001	Paper copy 75.00, Chapters, each 10.00, CD 10.00, free online
{aa}	SMARTGrowth analysis manual	Paper copy 50.00, CD 10.00, free online
{bb}	8.5 × 11" color maps	2.00
{cc}	24 × 36" zoning map	16.00
{dd}	Land development code, master plan, and SGA manual CDs, all three	25.00

<u>Code Section Number</u>	<u>Description</u>
<u>98-1 et seq.</u>	<u>Zoning fees:</u>

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1) Miscellaneous:

a. Legal notifications: All notification fees are due no later than the Friday before the notice is to be mailed and sent to the newspaper. If the notification fees are not paid, the application will not be scheduled for the public hearing.

(1) \$2.50 per property owner notice

(2) \$40.00 per newspaper notice

2) Development Applications:

a. Annexation petition (all acreages): Cost of legal notices

b. Pre-application Development Review Committee (DRC) meetings: included with application.

c. Master plan amendments:

- (1) 0 to 5 acres: \$750.00 + \$25.00/acre + legal notices
- (2) 5+ acres to 20 acres: \$1,000.00 + \$25.00/acre + legal notices
- (3) 20+ acres to 50 acres: \$1,250.00 + \$20.00/acre + legal notices
- (4) 50+ acres: \$1,500.00 + \$15.00/acre + legal notices

d. Zoning Amendments:

- (1) 0 to 5 acres: \$500.00 + \$25.00/acre + legal notices
- (2) 5+ acres to 20 acres: \$750.00 + \$25.00/acre + legal notices
- (3) 20+ acres to 50 acres: \$1,000.00 + \$20.00/acre + legal notices
- (4) 50+ acres: \$1,250.00 + \$15.00/acre + legal notices

e. Single-family Planned Development (PD): Base zoning fee + \$200.00 + legal notices

f. Multi-family and non-residential PD: Base zoning fee + \$500.00 + legal notices

g. Specific Use Permit (SUP): Same as zoning fee + legal notices

3) SMARTGrowth Reviews: Analyses performed within the previous 12 months may be counted towards current fee.

a. SMARTGrowth application analysis:

- (1) 0 to 5 acres: \$500.00
- (2) 5+ acres to 20 acres: \$500.00
- (3) 20+ acres to 50 acres: \$750.00
- (4) 50+ acres: \$1,000

b. Environmental survey: Additional fees may be assessed if environmental protection plan required.

- (1) 0 to 5 acres: \$100.00
- (2) 5+ to 20 acres: \$200.00
- (3) 20+ to 50 acres: \$300.00

(4) 50+ acres: \$500.00

c. Infrastructure analysis: Additional fees may be assessed, depending on scope of work.

(1) Transportation analysis (TA): \$2,500.00

(2) Water capacity analysis: \$550.00

(3) Wastewater analysis: \$550.00

d. Zoning variance request: \$250.00 + legal notices

e. Zoning verification letter: \$25.00 each

f. Zoning withdrawal (fee refund):

(1) Before public hearing notice: 50% refund

(2) After public hearing notice: No refund

4) Copies:

a. Land Development Regulations:

(1) Paper: Actual cost

(2) Digital format on CD or thumb drive: Actual cost

b. Master Plan:

(1) Paper: Actual cost

(2) Digital format on CD or thumb drive: Actual cost

c. SMARTGrowth Manual:

(1) Paper: Actual cost

(2) Digital format on CD or thumb drive: Actual cost

d. Maps (land use, zoning, etc.): Actual cost