



Post Office Box 9010 Addison, Texas  
75001-9010  
5300 Belt Line Road  
(972) 450-7000 Fax: (972) 450-7043

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## AGENDA

### REGULAR MEETING OF THE CITY COUNCIL

AND / OR

### WORK SESSION OF THE CITY COUNCIL

6:00 PM

MARCH 27, 2012

TOWN HALL

**ADDISON TOWN HALL, 5300 BELT LINE, DALLAS, TX 75254**

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### WORK SESSION

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Item  
#WS1 - Discussion regarding a potential Addison Legacy  
Foundation program.

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Item  
#WS2 - Discussion of the process for the update of the Town's  
Comprehensive Plan.

Attachment(s):

1. comprehensive plan memo
2. comprehensive plan
3. comp plan amendments

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Item        Discussion regarding Town Meeting presentations.  
#WS3 -

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## **REGULAR MEETING**

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### **Pledge of Allegiance**

Item #R1- Announcements and Acknowledgements regarding Town and Council Events and Activities

Introduction of Employees

Discussion of Events/Meetings

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Item #R2- Consent Agenda.

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#2a-        Approval of Minutes for the March 13, 2012 Regular Council Meeting.

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#2b-        Approval authorizing the City Manager to execute a contract with Groves Electric for roadway lighting maintenance.

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#2c-        Approval of a change order totaling \$26,062.07 for additional excavation by Elite Landscape related to the Redding Trail Extension and George H.W. Bush Elementary School site improvements.

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#2d-        Approval of final payment to Elite Landscape totaling \$74,016.05 for construction of the George H.W. Bush Elementary and Redding Trail Extension landscaping, playground and trail improvements.

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#2e-        Approval of an SPCOA/CLEC Non-Facilities Based,

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Reseller 9-1-1 Agreement between the Town and Big River Telephone Company, LLC regarding billing for 9-1-1 emergency services.

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Item #R3 Discussion and consideration of appointment of two members to the Board of Zoning Adjustment.

Attachment(s):

1. List of BZA members
- 

Item #R4 Discussion and consideration of approval of a Resolution approving an agreement between the Town and the Communities Foundation of Texas regarding the establishment of a charitable fund under the control of the Foundation for the benefit of the Town and its citizens.

Attachment(s):

1. Draft Resolution
- 

Item #R5 **PUBLIC HEARING.** Presentation, discussion and consideration of the annual approval of an ordinance of the Town establishing standards of care for youth recreation programs conducted by the Town for elementary age children ages 5 through 13; providing for compliance with Section 42.041(b)(14) of the Texas Human Resources Code.

Attachment(s):

1. Exhibit A Standards of Care

Recommendation:

Staff recommends approval.

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Item #R6 Presentation, discussion, and approval of a Service Center

- Lobby renovation project.

Attachment(s):

1. Cover Memo

Recommendation:

Staff recommends approval.

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- Item #R7 Presentation and discussion regarding the development and process of the Town of Addison's comprehensive sustainability program.
- 

- 
- Item #R8 Discussion and consideration of approval of a request to host a Collaborative Adaptive Sensing of the Atmosphere (CASA) radar site in Addison and authorization to purchase and install radar equipment totaling approximately \$45,000.
- 

Attachment(s):

1. Addison Proposed Deployment Draft
2. CASA WX Project - Town of Addison
3. CASA HOST Agreement Addison Draft
4. 7 Ways CASA Could Have Helped 3-19-12

Recommendation:

Staff recommends approval subject to City Manager and City Attorney final review and approval.

- 
- Item #ES1 - Closed (executive) session of the Addison City Council, pursuant to Section 551.071 of the Texas Government

Code, to conduct a private consultation with its attorney(s) to seek the advice of its attorney(s) about contemplated litigation or on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with Chapter 551, Texas Government Code, regarding a lease at Addison Airport.

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Item #ES2 - Closed (executive) session of the Addison City Council, pursuant to Section 551.071 of the Texas Government Code, to conduct a private consultation with its attorney(s) to seek the advice of its attorney(s) on a matter in which the duty of the attorney(s) to the City Council under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with Chapter 551, Texas Government Code, regarding a license agreement at Addison Airport.

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Item #ES3 - Closed (Executive) session of the Addison City Council pursuant to Section 551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property located adjacent to or within Addison Airport.

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Item #R9 - Consideration of any action regarding a lease at Addison Airport.

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Item #R10 - Consideration of any action regarding a license agreement at Addison Airport.

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Item #R11 - Consideration of any action regarding the purchase, exchange, lease, or value of real property located adjacent

to or within the Addison Airport.

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Adjourn Meeting

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Posted:

Chris Terry, 3/23/2012, 5:00 PM

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS  
WITH DISABILITIES. PLEASE CALL (972) 450-2819 AT LEAST  
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

## Council Agenda Item: #WS1

**AGENDA CAPTION:**

Discussion regarding a potential Addison Legacy Foundation program.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

n/a

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available

## Council Agenda Item: #WS2

### **AGENDA CAPTION:**

Discussion of the process for the update of the Town's Comprehensive Plan.

### **FINANCIAL IMPACT:**

NA

### **BACKGROUND:**

**Background** Texas State Law, in Chapter 213 of the Texas Local Government Code, provides that cities may adopt a Comprehensive Plan for the “purpose of promoting sound development of municipalities and promoting public health, safety, and welfare.”

*The Basics of Planning and Zoning in Texas*, describes a Comprehensive Plan as follows:

A comprehensive plan generally is defined as a long-range plan intended to direct the growth and physical development of a community for an extended period of time. Comprehensive planning is a process by which a community assesses what it has, what it wants, how to achieve what it wants and finally, how to implement what it wants. A comprehensive plan usually contains several components – transportation systems, parks and recreational services, utilities, housing and public facilities. It also provides for the distribution and relationships of various land uses and often serves as the basis for future land development recommendations.

Addison's Charter, in Section 7.03. – Master plan, states:

- a. The official master plan of the Town shall be used as a guide by the City Council and the City Planning and Zoning Commission for development of the Town with respect to land use, thoroughfares and streets, buffer zones, parks, and other matters affecting development.
- b. The master plan may be amended by a majority vote of the whole Council, and such amendments as are read into the master



plan shall be entered therein and shall become part thereof and of the official records of the Town.

Addison's Comprehensive Plan has provided a vision of what the Town wants to be when it "grows up," but although Addison stopped growing out a while ago, it will never stop "growing up." Addison, like any city, is in business for the long term. Unlike property developers, Addison can't pack up and move on to the next town. Therefore, our plan for what we want, and how we manage the finite resources within our boundaries is a constant work in progress.

In 1991 we were trying to figure out how to best develop our available raw land. More recently, as our housing stock, offices, stores, and community facilities have aged, we are looking at ways to reinvent those uses and neighborhoods - such as our recent comp plan amendment for the Brookhaven Club neighborhood, which guided the Vitruvian Park development. Even a Comprehensive Plan of epic breadth and vision should be updated every seven to ten years.

Addison adopted its original Comprehensive Plan in 1977. The current version of the Comprehensive Plan was adopted in 1991 and has been amended four times:

- 1.The Addison Circle Special District study in 1995.
- 2.The amendment to provide for the Towne Lake townhomes in 1996
- 3.The Belt Line Road Corridor Vision in 2006
- 4.The Brookhaven Club Neighborhood Plan in 2007

Both the current 1991 plan and the four amendments are attached.

The Council acknowledged the need to re-visit the Comprehensive Plan in its recently adopted Goals, Strategies, and Tactics. Strategy #6 states:

Create a Comprehensive Land Use Plan in order to:

1. Identify highest and best use of land
2. Redevelop airport
3. Assess infrastructure
4. Brand consistency (eliminate unattractive/undesirable elements)

### **Proposal**

As staff has noted, the Town already has a Comprehensive Plan which can address all the tactics listed above, but that plan is in need of a full update. A full update to the Comprehensive Plan is a long and arduous effort that is typically undertaken by the Planning and Zoning Commission, with direction from the Council. Addison's Charter, in Section 7.04, provides that the City Planning Commission:

Shall have all of the rights, privileges, powers, and authority, given, permitted and granted under the laws of the State of Texas, relative to zoning and planning in, for, and of municipalities, and their environs.

The staff is ready to embark on a full update of the Comprehensive Land Use Plan. In many cities, an update involves a full range of consultants and many thousands of dollars. However, that scale of effort and money is typical for a younger city, such as Celina, with lots of undeveloped land and vast amounts of land targeted for annexation. Addison is approximately 97% developed and is landlocked, so there does not need to be a lot of time spent planning water lines and fire station locations. The staff believes that it can do most of the updating "in-house with some assistance on mapping and graphics from an engineering or architectural firm.

### **RECOMMENDATION:**

NA

### **COUNCIL GOALS:**

Promote Quality Transportation Services

## ATTACHMENTS:

Description:

- [comprehensive plan memo](#)
- [comprehensive plan](#)
- [comp plan amendments](#)

Type:

- Backup Material
- Backup Material
- Backup Material

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## **Process**

On March 27<sup>th</sup>, the staff would like to hold a work session with the Council wherein it frames a "charge" to the Planning and Zoning Commission. That charge would set out the goals and parameters for the plan update. At the work session, the staff will provide

an analysis of previous goal-setting efforts, and track our progress on some of the items that have been important to us in the past. The staff will also present maps indicating areas of the Town that might be targeted for Special Studies.

Once the charge is defined, the staff suggests the Mayor, or another Council representative, attend a Planning and Zoning Commission meeting and present the charge to the Commission. The Commission will then begin a section-by-section update of the Plan and craft findings and recommendations to be presented back to the Council.

The staff envisions the Commission's work taking most of 2012. The staff hopes to manage the workflow so that it coincides with the P&Z's monthly meetings, but there may be some additional tours and work sessions. The staff anticipates a couple of joint meetings or "progress checks" between the Council and P&Z, with the final recommendations presented to the Council in December of 2012.

Once the Comprehensive Plan is updated, the staff anticipates the Town would begin "special studies." Those studies would be much more targeted to specific areas similar to the Addison Circle special study and the Brookhaven Club special study. The make-up of Addison citizens for those Special Studies would most likely not be limited to the P&Z, but might involve separate committees made up of some Council Members, some P&Z members, business owners, and residents. The staff envisions that consultants will be needed during the Special Study phase of the project in order to provide demographic data, economic impact studies, and planning and graphics services.

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**TOWN OF ADDISON**  
**COMPREHENSIVE PLAN**

*May 3, 1991*

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1.1 PURPOSE OF THE COMPREHENSIVE PLAN

The Addison Comprehensive Plan is a visionary statement of public policy designed to direct the growth and development of the community for the next 10-15 year period. It sets forth a generalized pattern of land use and a transportation framework, and establishes policies and guidelines for the development of housing, community facilities, shopping areas, office, and other employment areas including the airport.

The key role of the Plan is to present a comprehensive town-wide framework to guide the coordination of many separate incremental development decisions. Once adopted by the Town Council, the Plan becomes an official policy of the Town and many day-to-day actions of the Town's elected and appointed officials will be influenced by the policies of the Comprehensive Plan. It will help to guide zoning decisions and serve as a basis for the Town's annual capital improvements program.

Because the Plan reflects a vision for the future shape and character of Addison, the Plan maps will not always reflect the existing land use pattern and should not be confused with the existing zoning map, which is a documentation of current site specific land uses. In contrast, the Comprehensive Plan is more general and may ignore the individual, small-scale differences in land use. It is intended to be flexible, and to provide latitude for the more detailed, localized studies which are a part of each zoning decision. In some areas, it will provide a generalized picture which represents the dominant land use characteristic of an area; in other areas, it may show a transition of an existing land use to a new, different land use.

Finally, the Comprehensive Plan will have a positive effect on the future development of the Town, especially if it is consistently and equitably applied. Two of the most important considerations for responsive major investors are certainty and equity; the property owners and developers need to know in advance of making a financial commitment just what they will be able to do with a property, what public services will be available to support their development, and what other property owners will be required to do to protect the overall real estate values throughout the Town.

*use a list, but keep this in list*

## 1.2 CONTENTS OF THE COMPREHENSIVE PLAN

The Comprehensive Plan is composed of four distinct but interlocking components:

- (1) **Existing Conditions**--this represents an analysis of the existing transportation framework, land uses, community facilities and physical characteristics of the town, and evaluates their strengths and weaknesses with a view towards identifying potential development or redevelopment opportunities;
- (2) **Economic/Demographic and Market Overview**--this is an assessment of the economic and demographic trends that will influence future demand and absorption rates for the existing range of land uses, and other potential uses and activities resulting from anticipated changes in the region's economy;
- (3) **Community Goals and Objectives**--this is an essential component of the Plan providing the basic foundation for the entire exercise. It summarizes the results from a series of interactive meetings and workshop sessions with citizen's groups, the Town Council and the Planning and Zoning Commission, and serves as a publicly approved statement of policy as to what the community wants to be now and in the future; and
- (4) **Future Land Use Plan**--this indicates the character, scale and disposition of the existing and proposed land uses, thoroughfare and transportation improvements, parks and public open space plans, community facilities and other special districts created to encourage new patterns of development. It serves as a generalized guide to future zoning actions for specific land areas of the Town and illustrates the public policy for each planning element that makes up the overall development framework of the Town.

## 2.1 DEVELOPMENT PATTERNS

As of 1990, 24.3% of the 2,813 acres within the corporate limits of the Town of Addison were vacant.

In order to understand the implications of future development, it is first necessary to review Addison's existing development patterns. These broader development patterns will dictate future development trends for both residential and commercial development.

Addison is perhaps best characterized as a service center for the North Dallas area. It is a suburban community in that it is located within a major metropolitan area and is adjacent to the center of the metropolitan area. However, Addison's large concentration of existing employment and commercial development has altered the traditional suburban pattern in which residential land uses, primarily single-family uses, are dominant. Instead, Addison functions as an employment node and regional shopping center for the residents and businesses located in North Dallas; one of several activity nodes in a polynuclear conurbation.

Based on recent surveys by the Town, there are 7,830,041 square feet of office space which is approximately 73% occupied and 1,193,487 square feet of retail space which is approximately 68% occupied. In addition, there are over 105 restaurants, which is the largest number of restaurants per capita of any U.S. city and more than 2,000 hotel rooms and suites. ~~The Town ranks 12th in the state of Texas in hotel/motel revenue.~~

update

One of the primary influences on Addison's role as a service center is the routing of Dallas North Tollway, which is located along the Town's eastern edge. The Dallas North Tollway has been a catalyst for real estate development, and has strongly influenced Addison's growth. The Tollway, a north-south highway which provides access from Dallas' Central Business District (CBD) to State Highway 121 in Plano, experienced significant development activity on its corridor during the past decade, particularly that portion located north of LBJ Freeway which now constitutes the third largest employment node in the metropolitan area. The Tollway corridor is also the site of the Dallas metropolitan area's largest retail concentration with The Galleria, Village On The Parkway, Valley View Mall, and Prestonwood Shopping Center clustered within one mile of each other.

The impact of the Tollway as a commercial corridor is not confined to those uses which front it; its impact is also evident along the two roads which parallel it approximately one mile to the east and to the west--Preston Road and Midway Road. Although the development patterns along these two roads are not as dense as that along the Tollway, both roads are commercial corridors in the area north of LBJ Freeway, with large concentrations of commercial land uses and only intermittent residential uses, most of which are multi-family.

Addison also has other commercial corridors which are less intense in their land use pattern, but still exert a commercial influence on the area. These corridors are Belt Line Road, Addison Road and Marsh Lane.

Belt Line Road, running east/west through the Town, is a major thoroughfare that links the adjacent northern suburbs. Because Addison permitted liquor by the drink long before other suburbs, the Belt Line Corridor emerged as the major restaurant/entertainment center for North Dallas. As a result of this and the build-up of offices and businesses along the Tollway, Addison has also emerged as the hotel center of North Dallas.

Addison Airport, which is located in the northwest quadrant of Addison, has also had a significant impact upon the community's development pattern. The airport has attracted a number of aviation-related commercial and industrial land uses. As a result, residential development is precluded from large areas of Addison, both by the noise controls established by the Federal Aviation Administration, and by the development of large areas of airport related industrial and warehouse land uses.

Given Addison's dominant commercial development patterns, it is not particularly surprising that the Town has a relatively small residential base. In the typical evolution of suburban development, a new area is seeded with predominantly single-family development, and then evolves to support more intense land uses, first with multi-family and neighborhood retail development, and increasing to more intense uses such as office, industrial, hotels and regional shopping centers. Addison's development pattern skipped the more orthodox phase of development and evolved very quickly into more intense, commercial land use patterns, with minimal land area allocated for residential development.

This is evident when comparing Addison's existing land use mix with the average observed by the American Planning Association in a national survey of suburban communities conducted between 1978 and 1982, where the typical suburban community has 48% of its land area devoted to residential use, Addison has only 25%.

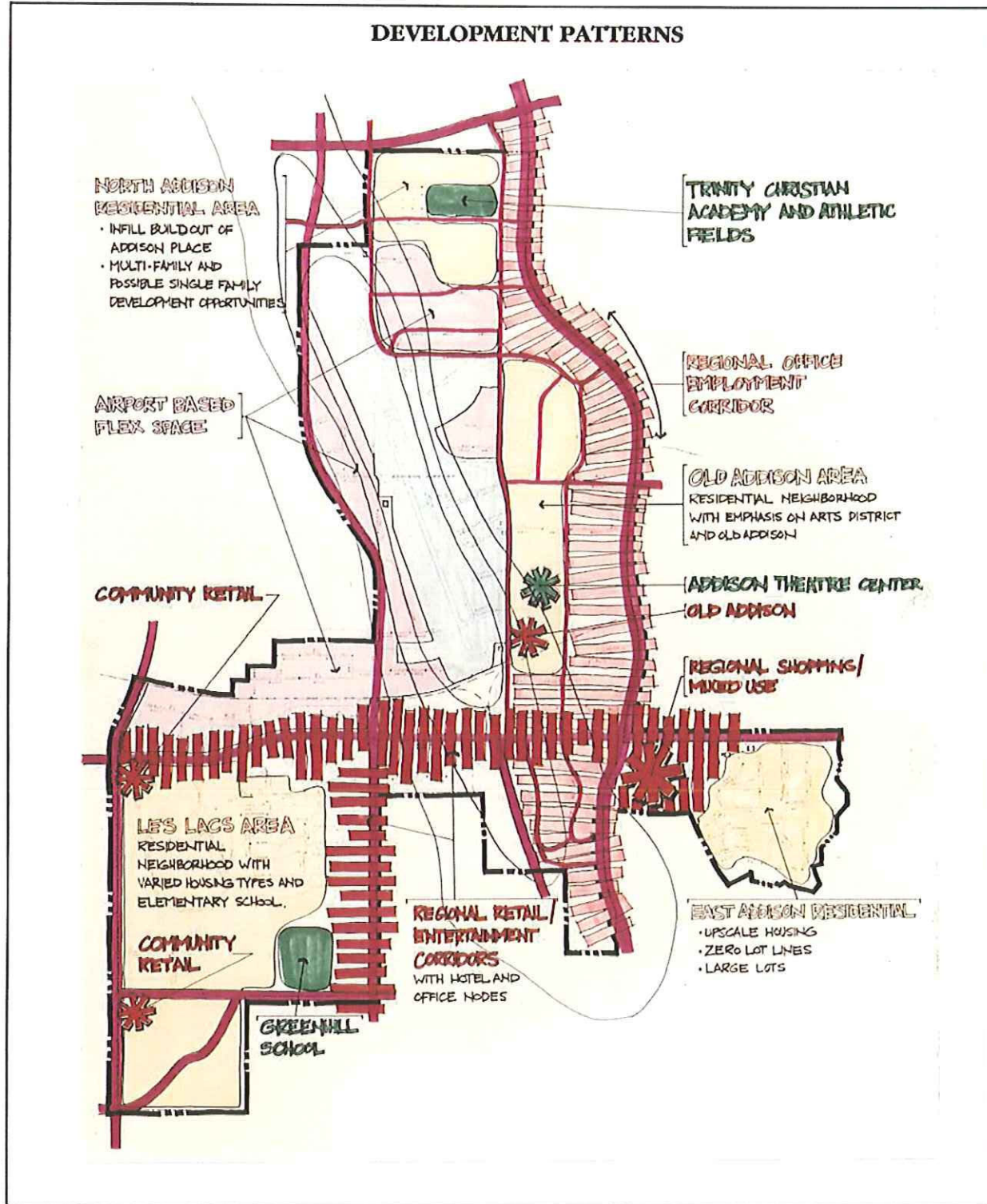
What little residential development there is in Addison is located in four separate residential development areas:

- **South Addison**--a concentration of garden apartments in the southwest corner of the Town at Spring Valley and Marsh Lane housing the largest number of residents, but built as separate complexes with little or no continuity between individual developments.
- **North Addison**--a mixture of zero lot line homes, townhouse condominiums and apartments in the north of Town near Keller Springs Road developed in a patchwork quilt with no cohesion.

- **East Addison**--an area of large lots consisting of Bellbrook Estates and several small subdivisions along White Rock Creek. This area is approximately 30% complete and with a development pattern that is already set.
- **Les Lacs**--a large 156-acre area of undeveloped land zoned for residential development adjacent to the Midway Meadows subdivision. It is part of a larger development known as Les Lacs that includes an additional 64 acres of retail/office and hotel uses occupying land at the southeast corner of Marsh Lane and Belt Line Road. This area offers Addison's best chance at developing a critical mass for a true residential community.

Addison has attributes which make it attractive as a residential location. It is near to a major employment and retail node, and the Tollway and proximity to other highways give it strong access to the rest of the Dallas metropolitan area. However, Addison has several negative aspects in terms of its attractiveness as a location for some types of residential development. Perhaps the most negative aspect of Addison's location is its inclusion within the Dallas Independent School District (DISD). Several home buyer surveys indicate that school district location is a primary factor in the decision to purchase a home. Many homeowners have a negative perception of the DISD and a positive perception of the school districts which are located adjacent to Addison or a short driving distance from it. This perception is exacerbated by the absence of public schools located in Addison, which requires Addison children to commute some distance to attend school. This sensitivity to school district location is particularly pronounced among home buyers with children, and home buyers who expect to have children. This locational disadvantage is particularly critical for single-family development, which is more sensitive to school district location than multi-family development. Although a portion of Addison is located inside the Carrollton-Farmers Branch Independent School District, all of the vacant land identified for future residential development is located inside the DISD.

### DEVELOPMENT PATTERNS



## 2.2 COMMUNITY FACILITIES, PARKS AND OPEN SPACE

Addison has an unusual number of amenities for a community of its size, which enhances its attractiveness as a residential location. Perhaps the best known amenity is the Addison Athletic Club, which many real estate agents cite in their efforts to attract residents to Addison. Other amenities are listed below:

Trinity Athletic Complex  
Airborn Ballpark  
Quorum Park  
Midway Pocket Park  
Inwood Pocket Park  
Addison Town Park

Winnwood Park  
Celestial Park  
White Rock Creek Park and Jogging Trail  
Easement Park and Jogging Trail  
Dome Park

The Town has a shared use agreement with Trinity Christian Academy for use of the Trinity Athletic complex and a shared use agreement with Airborn for use of Airborn Ballfield. Early negotiations with the DISD to build a new elementary school within Addison could provide an impetus for new family housing.

## 2.3 TRANSPORTATION NETWORK

Much of Addison's Town-wide traffic infrastructure is already in place. It is composed of a hierarchy of three basic road types:

- 1) At the regional scale--the Dallas North Tollway represents the only major regional highway serving Addison. Recently completed as a limited access tollway, it is not likely to be expanded in the foreseeable future.
- 2) At the sub-regional scale--the one mile grid of Town-wide four lane and six lane thoroughfares that structures the land form of much of North Dallas is pretty much completed with the exception of some east/west links under or near Addison Airport. Belt Line Road is a major thoroughfare that operates in effect as a regional arterial road linking most of the North Dallas suburban communities. Designed as a six-lane divided thoroughfare, it is carrying between 50,000 and 70,000 vehicles a day, far more than other thoroughfares within Addison.
- 3) The remaining streets and roadways can be classified as local collectors, residential streets or cul-de-sacs, and are basically designed to serve areas within the thoroughfare grid. It is this class of street that is subject to spill over non-local traffic as a result of increasing traffic congestion, and in need of the most protection.



Currently, DART bus service provides the only alternative to the use of the private automobile. DART is also developing service plans for constructing and operating a county-wide light rail system and the State Highway Department is initiating High Occupancy Vehicle (HOV) lanes along the LBJ Freeway. It is important that Addison takes an active interest in, and be supportive of, these endeavors as these programs, in combination with bus services, are the only realistic alternatives to increasing automobile traffic and congestion in the near term.

#### 2.4 ADDISON AIRPORT

Addison Airport is a general aviation airport which is owned by the Town of Addison. The airport provides a valuable general aviation service to the entire Dallas area, and acts as a catalyst for regional economic development.

A 1988 Economic Impact of Aviation on North Central Texas study by Wilbur Smith Associates estimates this economic impact at \$174.2 million annually, the third highest after DF/W International and Love Field airports.

The Town purchased the airport in 1976. It is now a publicly-owned, open to the public "Transport-3" class general aviation airport which has accommodated extensive use in recent years.

It provides a full range of services including:

- |                  |                    |
|------------------|--------------------|
| Hangar Rental    | Aircraft Repairs   |
| Tie Down         | Avionics           |
| Aircraft Rental  | Flight Instruction |
| Aircraft Sales   | Car Rental         |
| Job Fuel Sales   | Restaurant         |
| Avgas Fuel Sales | Vending            |
| Air Taxi         | Air Charter        |

The airport is oriented to business flying and extensively used by corporate jets and multi-engine aircraft. Airport use has been stable in recent years with a decline in based aircraft and an increase in the number of annual aircraft operations.

## 2.5 UTILITY SYSTEM

The Town's utility infrastructure is almost totally complete, relatively new, and has been planned for the capacities and demands foreseen in this Comprehensive Plan.

- **Water Supply**--Addison purchases all its water from Dallas. It owns the distribution system in the Town except for the southeast corner (south of Belt Line, east of the Tollway). The franchise in this area belongs to the City of Dallas.

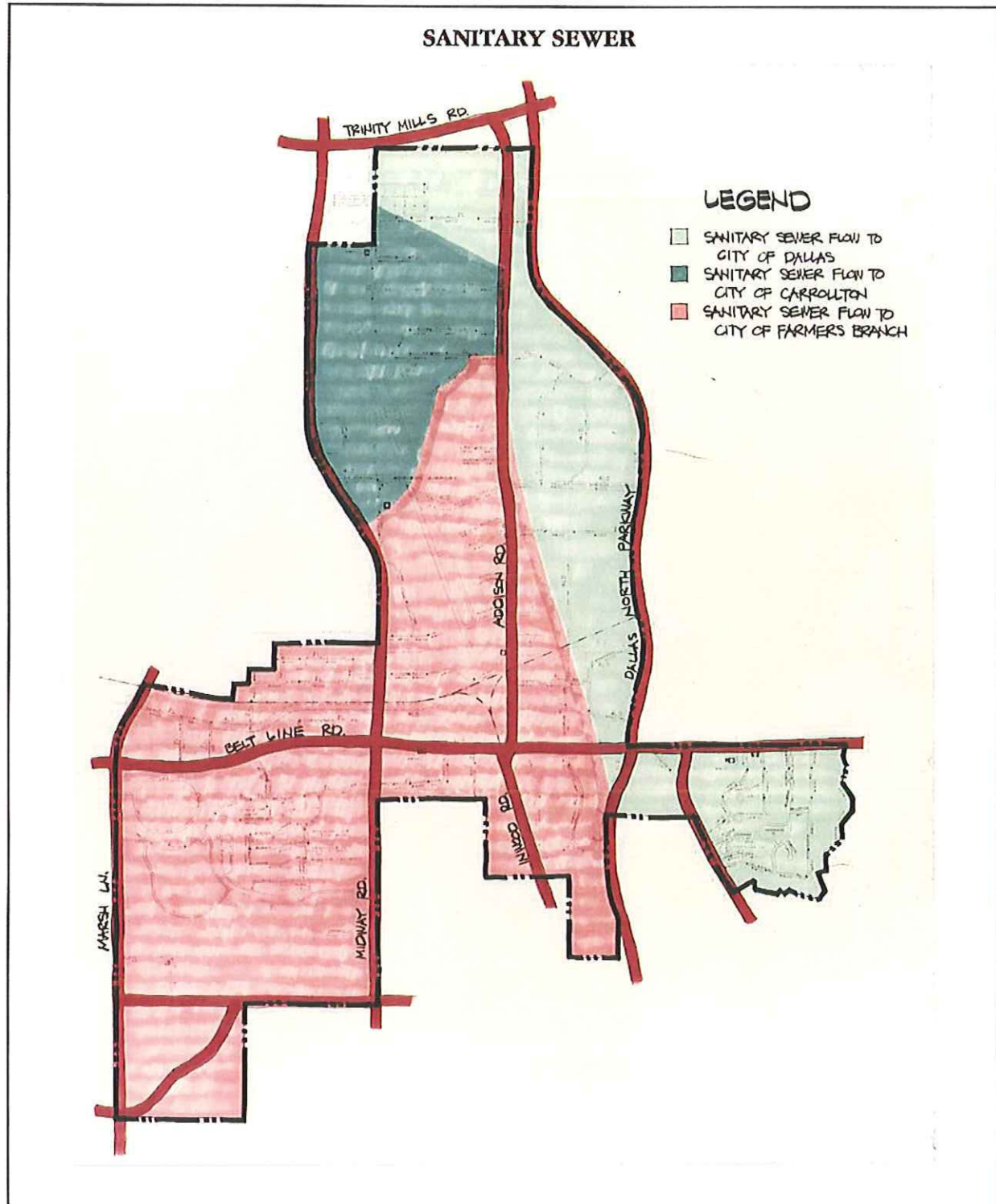
Addison has sufficient water available for all needed fire service. Addison has mostly new construction which is sprinklered. The Town has a key rate of 19¢, which is good. Any rating under 25¢ is considered a good rating.

The water system has a maximum daily capacity of approximately 32 mgd, while maximum daily usage is approximately 6 mgd. The system is looped and has a total storage capacity of 9 mgd.

- **Sanitary Sewer**--Addison's sanitary sewer flow currently goes to three different cities. The sewerage of the eastern portion of the Town goes to Dallas. The sewerage of the northern part goes to Carrollton, and the sewerage of the western portion goes to Farmers Branch. (Map).

The area in Les Lacs south of Beltway Drive is currently under a sewer moratorium. The sewerage in that area of the Town flows into the Farmers Branch system. Farmers Branch has advised the Town that it can no longer continue to handle its flow. This area has zoning which would allow townhouse condominiums at densities of 18 and 24 dwelling units per acre. The sewer system in the area did not have the capacity for that amount of sewerage flow. The Town imposed a construction moratorium in order to rethink the suitability of the zoning and work out an agreement with the City of Farmers Branch regarding the sewerage.

The Town has committed to participate in the construction of a sewer tunnel underneath the City of Farmers Branch to the Trinity River Authority. The engineering for the project has already been done. Addison will sell water revenue bonds to finance the project and will repay the bonds through a water rate increase for all citizens. The Town is going to split expenses for the project with the City of Farmers Branch. The City of Farmers Branch does not yet have a financing mechanism in place for their part of the project.



Until the project is completed, the Town has limited capacity into the Farmers Branch system. The annual flow cannot exceed 105% of the annual flow for 1986. There is some reserve capacity to accommodate development in the area because current flows are below 1986 levels. However, the capacity is limited. Once the sewer tunnel is completed, it will have a capacity of 100 million gallons per day, which is more than adequate to serve any type of development likely to occur in the area.

- **Natural Gas**--Lone Star Gas provides natural gas service within the Town. The Town is served by an 18"-20" high pressure transmission line and low pressure distribution system with distribution pressures of 12-25 psi. The system has capacity to serve all anticipated future development.
- **Electrical Distribution System**--Texas Utilities Electric provides electric service; no limits are placed on the system's capacity to accommodate further development, however, the Town is facing a rate increase.
- **Telephone Service**--Southwestern Bell has developed an excellent telephone infrastructure which is capable of serving all anticipated development.
- **Waste Disposal**--Municipal waste disposal is contracted by the Town to a private sector waste disposal company. Retail, commercial, and industrial waste disposal is the responsibility of the businesses involved.
- **Storm Water Disposal**--The Town has recently developed a Drainage Criteria Manual which summarizes its drainage policies and outlines procedures by which they are implemented. It also clarifies the Town's design criteria, submittal requirements and review procedures.

### 3.1 POPULATION

Addison has experienced strong population growth in recent years. Between 1980 and 1986, the population grew at an average annual rate of 7.77 percent, according to the data provided by the North Texas Council of Governments (NCTCOG). Staff from the Town of Addison believes that population has remained stable since that period, a trend which is confirmed by the Town's building permit activity. Minimal additions have been made to the Town's housing stock between 1986 through 1989--20 single-family units and no multi-family units.

In projecting future growth rates, two sources are available to derive growth rates--NCTCOG's projected growth rate and Addison's historic growth rate. For the period 1990 to 2000, NCTCOG has projected an average annual growth rate of 4.28 percent. This is an aggressive rate of population growth which is not justified by Addison's historic growth trends. Between 1986 and 1990, Addison had an average annual growth rate of 0.11 percent. This growth rate is based upon the 20 single-family building permits issued during this period, multiplied by the average household size of 1.88 people. This growth rate is unusually low, and is believed to reflect the economic slowdown which characterized the entire Dallas metropolitan area.

In order to estimate future population, a third growth rate was applied to the 1990 population base. This growth rate was based upon the growth rate projected for the larger North Dallas market. The average annual growth rate projected for this area is 1.05 percent for the period 1990-2000, which is considered a moderate rate of growth. This moderate rate of growth results from the lack of residential land suitable for development or redevelopment. Based upon these growth rates, Addison's population is projected to be 9,166 in 1995, and 9,658 in 2000. The North Dallas market growth rate for the period 2000-2010--0.47 percent--will also be applied to Addison's estimated population for 2000--9,658 people--to arrive at an estimated population of 10,122 people for 2010. It is worth noting that there is an implicit assumption in applying the North Dallas growth rates to Addison--the assumption being that Addison will grow at the same rate as North Dallas. This assumption cannot, of course, be tested without the passage of time.

An estimate of the median age of Addison's population as estimated in 1989 by Donnelley Marketing Information Services is 26.2 years, which is an unusually young median age. By comparison, the North Dallas market has a median age of 32.3 years. Addison's young median age is believed to be a function of the dominance of multi-family renters in the Town's residential base. Multi-family occupants tend to be younger than single-family owners.

### 3.2 EMPLOYMENT TRENDS

Employment growth is a primary generator of demand for a variety of real estate developments. Growth in employment generates demand for office and industrial buildings. As employment and the resultant demand for commercial space grows, it can be expected to change the area's development patterns, making it increasingly commercial in nature and less residential.

The Town of Addison has an estimated 1990 employment of 44,680 which reflects a 4.46 percent average annual growth rate since 1986, according to NCTCOG. Using a two percent average annual growth rate as a benchmark for healthy growth, the growth rate experienced by Addison during the past four years can be classified as a very vigorous rate of growth. The high rate of employment growth also reinforces the commercial development trend that has occurred in Addison, a trend which has generated more than five employees for every one resident in Addison.

NCTCOG expects Addison's employment growth to continue to be vigorous, growing at an average annual rate of 4.45 percent for the period 1990-2000. Employment growth is not expected to slow until after 2000, when the rate declines to 0.77 percent per year. In other words, NCTCOG expects Addison to continue to attract a significant number of employees, further enhancing its position as a major employment node. Those employment sectors that are expected to grow most significantly are service, government, and retail while most other sectors experience only moderate growth.

To compare, the North Dallas market area also experienced a strong rate of growth for the period 1986-1990, although at an average annual rate of 3.12 percent, its growth was not as vigorous as Addison's growth. For the period 1990-2000, the North Dallas area is expected to grow at an average annual rate of 2.34 percent, which is still considered to be a strong rate of growth. After 2000, that growth rate is expected to decline to 0.84 percent per year.

### 3.3 BUILDING ACTIVITY

Although the Town's characteristics remain essentially unchanged from the 1988-89 fiscal year, the community has been affected by the real estate problems which have handicapped the State's economy for the past several years. Because of its concentration of office and commercial development, Addison has been particularly afflicted with vacant office space which has contributed to a decline in assessed property valuations. The 1989 tax roll of \$1,711,554,400 is a full 20% less than the values recorded in 1986.

Despite the problems resulting from vacant commercial property, the Town has discovered that surplus office space can also be a blessing. This irony is illustrated by the fact that while the Federal Savings & Loan Insurance Corporation (FSLIC) entered the Town's top ten taxpayer list (through foreclosure of properties), it has become one of the Town's largest employers with over 450 employees administering properties the agency has acquired throughout the North Texas area. Recent experience has shown that depressed property values can also attract business. Super Club N.V., a Belgium manufacturing corporation, purchased over 178,000 square feet of commercial space from FSLIC to house its North American headquarters which may eventually employ 200 persons. Taken as a whole, the local economy is expected to experience only modest growth over the next year. But if the last few years offer any lesson, it is that moderate growth proves more durable than the "boom bust" cycle of the eighties.

Addison, Carrollton, and Farmers Branch have experienced minimal building permit activity in recent years. This trend can be partially attributed to a slowdown in construction activity which has characterized most of the Dallas area; it can also be attributed to the built-out nature of Addison and Farmers Branch and their inability to accommodate a large volume of development.

Multi-family activity has been negligible for all three communities in recent years, a trend which reflects the overbuilding of the multi-family market and subsequent slowdown in construction. Carrollton has received most of the construction activity in this area, which is not particularly surprising considering the large tracts of undeveloped land located in Carrollton which can accommodate significant development activity.

		Building Permit History Area Communities					
<u>City</u>	<u>Type</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>	<u>1988*</u>	<u>1989</u>	<u>YTD,** 1990</u>
Addison	Single family	18	9	3	2	6	6
	Multi family	0	0	0	0	0	0
Carrollton	Single family	1,478	1,347	598	397	586	236
	Multi family	669	48	226	0	0	0
Farmers Branch	Single family	24	18	3	2	10	3
	Multi family	0	0	0	0	0	0
* In September of 1988 the Town of Addison changed its tracking of building permits from a calendar year to its fiscal year ending September 30, hence this reporting period covers only nine months.							
** as of April, 1990		Source: GA/Partners, Arthur Andersen & Co.					

**3.4 RETAIL SALES**

The following table illustrates sales tax revenues for the Town of Addison and the cities of Carrollton and Farmers Branch for the period 1986-1989. As the table indicates, Addison has experienced the strongest average annual rate of growth--14.0 percent per year. This unusually strong growth in retail sales confirms the strength of Addison's position as a major retail node for the Dallas area. Carrollton's growth rate is also unusually strong, at 12.87 percent, compared with an average annual growth rate of 6.40 percent for Farmers Branch.

	Sales Tax Revenues				avg. annual growth
	1986	1987	1988	1989	
Addison	418,782,678	419,792,506	450,043,206	620,409,496	14.00%
Carrollton	613,825,228	678,041,323	739,758,327	882,681,489	12.87%
Farmers Branch	835,235,413	819,062,930	934,749,922	1,006,092,996	6.40%
Source:	State of Texas Comptroller's Office GA/Partners, Arthur Andersen & Co.				

The sales tax revenue figures illustrated in this table include sales taxes collected from restaurants but do not include revenues from taxes on services.



**3.5 AD VALOREM TAX RATES**

The following table compares Addison's ad valorem tax rates with those of other surrounding communities. Those residents who live in that portion of Addison located in the Carrollton/Farmers Branch Independent School District are paying the lowest tax rate of any of the comparative communities. Those residents living in the portion of Addison located inside DISD are paying slightly higher rates than residents in Farmers Branch. However, this rate is still significantly below the rates of Dallas and Carrollton. Tax rates are one consideration in the decision to locate in the community; the lower the tax rate, the more favorable the community's position in the purchase decision.

Ad Valorem Tax Rates (per \$100 of assessed valuation)					
	<u>County</u>	<u>City</u>	<u>School</u>		<u>Total</u>
Addison	0.30919	0.4873	1.10000	2	1.97749
			0.99740	1	1.87489
Dallas	0.39019	0.50380	1.10000	2	1.99399
Farmers Branch	0.39019	0.40000	0.99740	1	1.78759
Carrollton	0.39019	0.55400	1.18800	3	2.13219
			0.99740	1	1.94159
1	Carrollton/Farmers Branch District		Source: Taxing authority representatives		
2	Dallas Independent School District		GA/Partners, Arthur Andersen & Co.		
3	Lewisville				

**3.6 MAJOR EMPLOYERS**

Most of the major employers located in Addison indicated that they anticipate a stable employment base and do not have plans to expand or contract their occupied space. The exception is Airborn Inc., which has experienced a contraction in its employee base and has vacated a building.

One other employer which is expected to have a significant impact upon Addison is J.C. Penney, which occupies more than 250,000 square feet of multi-tenant space in Addison. It plans to vacate that space in 1992 or 1993 to move to its new corporate headquarters in Plano, which will leave a large block of space vacant. Company representatives did not know the number of employees who live in Addison, nor did they know the number who might leave Addison and move to Plano. Regardless of any moves the J.C. Penney employees make, it is worth noting that the dominance of Addison's employment base relative to Addison's residential base is such that changes in employment can be expected to have a minimal impact upon residential occupation.

Most of the employees who work in Addison are classified as service employees. NCTCOG estimates the employment breakdown as follows: basic 11,000; service; 28,450; retail 5,230.

Top Ten Employers In Addison 1990		
Company	Type of Business	Employment
SW Bankcard Association (SSBA)	Data Processing	1,010
J.C. Penney	Corporate Offices	900
Grand Kempinski	Hotel	450
Federal Savings & Loan Insurance Corporation (FSLIC)	Federal Savings and Loan Service	400
Federal Deposit Insurance Corporation (FDIC)	Federal Deposit Service	334
Airborn, Inc.	Electronic Connectors	310
Harris Corporation	Communications	300
Marriou Hotel	Hotel	280
Hogan Systems	Computers	250
Triangle Pacific Corporation	Manufacturer (floors, cabinets)	250

### 3.7 HOUSEHOLDS

The Town of Addison has an unusually large share of multi-family residents when compared to other market areas. In 1980, NCTCOG estimated that Addison had 4,007 multi-family units and 202 single-family units, for a multi-family share of 95.2 percent. By 1990, the Town of Addison estimated it had 4,473 apartment and condominium/townhouse units and 610 single-family and duplex units, for multi-family share of 88.0 percent.

By contrast, Dallas County has a much smaller multi-family share. In 1980, NCTCOG estimated that Dallas County had 233,435 multi-family units and 384,480 single-family units, for a multi-family share of 37.8 percent. By 1990, Dallas County had an estimated 349,510 multi-family units and 453,785 single-family units, for a multi-family share of 43.5 percent. Although Dallas County's multi-family share has grown during the past decade, it is still significantly below Addison's multi-family share.

The 1989 median household income for the Town of Addison was \$29,256, according to Donnelley Marketing Information Services. That compares with a median household income of \$43,642 for the overall North Dallas area, and a median household income of \$32,508 for Dallas County. As these figures indicate, Addison has a lower median household income than the comparative areas, a trend which can probably be attributed to the large share of multi-family units in Addison; renters typically have a lower median income than homeowners.

Housing Units in Addison - Apartments and Condominium/Townhouses	
Apartments	No. of Units
Bent Tree Brook Apartments	248
Bent Tree Court Apartments	292
Bent Tree Fountain Apartments	184
Bent Tree Garden Apartments	204
Bent Tree Oaks Apartments	196
Bent Tree Trails Apartments	202
Brookdale Apartments	220
Brooklane Terrace Apartments	130
Brooktree Apartments	630
Garden Oaks Apartments	179
Glenwood Apartments	168
Greenbrook Apartments	110
Greenhaven Apartments	382
Oakbrook Apartments	104
The Pier Apartments	260
Rockborough Apartments	136
Shadowood Apartments	184
Springhaven Apartments	184
Summer Place Apartments	212
<b>Total Apartment Units</b>	<b>4,225</b>
Condominiums/Townhouses	No. of Units
Brookhaven Club Town Homes	39
Les Lacs Mirada Condominiums	44
Pecan Square Condominiums	63
Valley of Bent Tree Condominiums	102
<b>Total Condominiums/Townhouses</b>	<b>248</b>
	No. of Units
<b>Total Apartments and Condominium/Townhouses</b>	<b>4473</b>

Housing Units in Addison - Single Family and Duplex		
<b>Large Lot Single Family (Greater than 60' in width)</b>	<b>Vacant Lots</b>	<b>No. of Units</b>
Bellbrook Estates	44	2
The Woods/Winnwood/ Celestial/Lake Forest	19	29
<b>Total Large Lot Single Family</b>	<b>63</b>	<b>31</b>
<b>Medium Lot Single Family (60' in width)</b>	<b>Vacant Lots</b>	<b>No. of Units</b>
Oaks North	11	107
Midway Meadows Custom	13	81
<b>Total Medium Lot Single Family</b>	<b>24</b>	<b>188</b>
<b>Small Lot Single Family (50' or less in width)</b>	<b>Vacant Lots</b>	<b>No. of Units</b>
Addison Place	41	138
Les Lacs-Waterford	157	67
Midway Meadows Timbers	0	104
<b>Total Small Lot Single Family</b>	<b>198</b>	<b>309</b>
<b>Duplexes</b>	<b>Vacant Lots</b>	<b>No. of Units</b>
Morman/Sopras Duplexes	6	82
<b>Total Duplexes</b>	<b>6</b>	<b>82</b>
	<b>Vacant Lots</b>	<b>No. of Units</b>
<b>Total Single Family and Duplexes</b>	<b>291</b>	<b>610</b>

**3.8 SINGLE-FAMILY HOUSING DEMAND**

For the North Dallas-DISD market area (an area that includes most of Addison), NCTCOG estimated single-family population grew at an average annual rate of 3.26 percent for the 1986-1990 period. For the 1990-2000 period, population is expected to grow at an average annual rate of 2.32 percent, and then decline to 0.88 percent for the 2000-2010 period.

The North Dallas area (a larger area bounded by LBJ Freeway, IH-35E, the eastern boundary of the City of Dallas and the Dallas County line) grew at a fairly healthy average annual rate of 2.13 percent for the 1986-1990 period. That growth rate is expected to decline to a more moderate growth rate of 1.05 percent per year for the period 1990-2000, and then decrease to a minimal average annual growth rate of 0.47 percent for the period 2000-2010.

The analysis of North Dallas market indicates that household growth and supply conditions warrant construction of the following single-family units:

<u>1990-95</u>	<u>1995-00</u>	<u>2000-10</u>
3,213	4,939	4,775

These increases in single-family demand are substantial, and indicate strong potential for a healthy single-family market. However, this analysis does not take into account economic cycles, conditions in the capital markets which finance construction, or sudden shifts in demand which could affect the warranted level of construction.

When the household-based demand methodology is applied to the North Dallas-DISD market, construction of the following single-family units appears warranted:

<u>1990-95</u>	<u>1995-00</u>	<u>2000-10</u>
1,819	2,496	2,208

As this analysis indicates, the North Dallas-DISD market is expected to account for approximately 56.6 percent of the total North Dallas market during the period 1990-1995, and then capture a diminishing share of the total market in subsequent periods. This is not particularly surprising considering that the North Dallas-DISD market has less capacity to accommodate residential growth than other sectors of the North Dallas market.

**3.9 MULTI-FAMILY HOUSING DEMAND**

The North Dallas multi-family market area experienced a stronger average annual growth rate for the four years ending 1990--2.18 percent--than is expected for the future. According to NCTCOG, this multi-family market area can expect to grow at an average annual rate of 0.83 percent for each of the next 10 years and at 0.37 percent for the 10-year period subsequent to 2000. While the growth rate for the period 1986-1990 is considered to be fairly strong, the growth rates for the subsequent periods are considered to be moderate. These moderate growth rates are not particularly surprising, considering that much of the North Dallas area is built out, and cannot accommodate large increases in population.

The multi-family household estimates and projections are based upon the population estimates and projections derived earlier applied to the average household size. As a result, households are expected to grow at the same rate as population.

However, household growth in North Dallas and Dallas County is growing at a faster rate than population growth for the two market areas. This higher growth rate is a function of decreasing average household size. In the North Dallas multi-family market area, households are expected to grow at an average annual rate of 1.19 percent for the period 1990-2000, and by 0.50 percent for the period 2000-2010. In Dallas County, households are expected to grow at an average annual rate of 1.17 percent for the period 1990-2000, and by 0.47 percent for the period 2000-2010. The growth rates projected for the period 1990-2000 are considered to be moderate, while the growth rates for the period 2000-2010 are considered to be minimal.

When the household-based demand methodology is applied to the North Dallas multi-family market, the following construction activity appears warranted:

<u>1990-95</u>	<u>1995-00</u>	<u>2000-10</u>
407*	2,661	3,006

\* In addition to the 809 units currently under construction.

In reviewing the results of this analysis, it should be kept in mind that there are an estimated 809 multi-family units currently under construction in the market area, and that this construction captures a large share of the demand indicated by household growth for the period 1990-1995.

**3.10 CONCLUSIONS**

In many ways, Addison's demographic trends reflect its development trends. As an employment node rather than a residential community, it is expected to show minimal growth in population and households, and unusually strong growth in employment. Although employment growth in the North Dallas market is also expected to show greater strength than population and household growth, the disparity in North Dallas is not as great as the disparity in Addison. In other words, NCTCOG expects the trend toward commercial development to continue in Addison, a trend which is reinforced by one of Addison's other strong commercial indicators, retail sales, and by the scarcity of land that is suitable for residential development or redevelopment.



#### 4.1 INTRODUCTION

The Comprehensive Plan is designed to provide the basis for future decisions regarding general development, capital improvements, rezoning requests, subdivision approvals and other related matters.

The methodology followed during the preparation of this plan included a series of workshop sessions with the Planning and Zoning Commission, the Town Council and public workshop hearings to collect and quantify the community goals and objectives.

The broad issues that came out of these meetings have been categorized as follows:

- Transportation Network
- Community Facilities, Parks and Open Space
- Housing
- Retail
- Office
- Flex Space/Office-Warehouse and Light Industrial
- Special Districts
- Public Services and Utilities

Each issue is presented here in the following format:

- **Discussion** - a brief summary of the broad issues and relevant findings.
- **Goal** - a broad statement of the community goals.
- **Objectives** - statements aimed at furthering the goals of the community, but more specific and quantifiable than the goal statements themselves.
- **Policies** - a brief statement of local government principles designed to achieve legitimate public objectives related to the issues.

It is important to understand that the goals and objectives statements do not carry the same degree of importance as the actual policy statements. The former are designed to provide the background and the rationale for the ensuing policy statements. This material may become outdated and subject to change over time as community issues change. The policy statements, on the other hand, must be seen as statements of local government principle, and should remain constant and predictable until the next Comprehensive Plan update is prepared.

## 4.2 TRANSPORTATION NETWORK

### Discussion:

A balanced transportation network for a town the size of Addison includes not only a system of roads and highways designed for vehicular traffic movement, but also movement systems for public transit, bicycles and pedestrians.

Providing a system that can accommodate current and projected traffic demands is essential for healthy economic growth. On the other hand, indiscriminate street and highway expansion programs severely erode the quality of life for the resident population by creating an environment that is constantly disrupted and dominated by the needs of the automobile.

It is obvious that traffic generated by future commercial development within Addison and its neighboring communities and by projected population increases for the North Dallas area will severely tax the existing streets and thoroughfares.

Alternatives to the continuing reliance on the automobile for every trip must be found. Programs for car or van pooling, ridesharing and public transit for home-to-work trip must be developed, and the use of bicycles and pedestrian routes for other non-essential daily trips encouraged. Locating housing within or adjacent to centers of employment must also be encouraged as sensible public policy for future land use planning.

**Goal:** To establish a transportation network linking home to the workplace, enabling safe movement of pedestrians, bicyclists and vehicles in the context of and coordinated with the planning efforts of other municipal and regional transportation planning entities.

### Objectives:

1. Develop Town-wide transportation systems which provide opportunities for the use of modes of transportation other than the automobile, reducing automobile dependency.
2. Improve the comfort and safety of pedestrians and bicyclists.
3. Maintain the high visual quality of streetscape design as implemented on Belt Line and Midway and expand to all thoroughfares within the Town.
4. Create trolley or shuttle bus linkages between office developments and activity centers including regional malls, restaurants, hotels and specialty retail centers.

**Policies:**

1. Establish development standards that provide continuous sidewalk installations on all future streets (with a minimum width of 5') and provide funds for the retrofitting of selected streets throughout the existing built environment.
2. Establish a maximum capacity and right-of-way width for major thoroughfares to avoid incremental street widening projects which are disruptive to adjacent development.
3. Define a system of designated bike lanes on selected streets as part of a Town-wide system.
4. Where possible, develop hike/bike systems linking residential developments to office and retail uses.
5. Require street patterns which do not concentrate traffic volumes.
6. Develop people mover or transit loop systems linking office developments to retail/entertainment/hotel activity centers.

**4.3 COMMUNITY FACILITIES, PARKS AND OPEN SPACE****Discussion:**

The Town of Addison has implemented a comprehensive system of parks and open space. It was one of the first communities in the region to upgrade and improve utility easements for greenbelt hike and bike paths within residential subdivisions, and is the only local community offering a state-of-the-art health and fitness center at a nominal charge to its residential population.

Programs like these help to mitigate the negative impact of the DISD School System on family housing opportunities. More of these types of community amenities will be necessary if Addison is to capture its fair share of the North Dallas housing market.

**Goal:** Provide a system of parks, open space and community facilities offering superior recreational and cultural facilities to citizens, visitors, and those who are employed within the Town.

**Objectives:**

1. Protect unique natural features including the White Rock Creek corridor by incorporating them into the Town's park system and minimizing development within them and the impact of development upon them.

2. Expand the park/open space system to provide linkages between cultural, educational, community facilities, and residential and commercial areas.
3. Maintain the same high standards of design, construction and maintenance exhibited in existing community facilities in all new public parks, open spaces and community facilities.
4. Protect the existing mature tree cover wherever possible within commercial and residential development zones.
5. The parks and open space system should provide a range of both passive and active park uses.
6. Complete the program of power line right-of-way landscape, and hike/bike trail improvements.

**Policies:**

1. All new residential developments shall include a component of parks or open space.
2. Whenever possible, preserve streams in a naturalistic state, with appropriate levels of maintenance.
3. Require public access to the open space opportunities created by power line and creek corridors.
4. Require street tree plantings for all new dedicated streets.
5. Develop a master plan for open space and pedestrian linkages.

**4.4 HOUSING****Discussion:**

The Town of Addison has experienced minimal new single-family construction in recent years, a trend which has resulted in a severely limited number of choices for those who wish to buy a home in Addison. Although the Town may wish to adopt policies to encourage additional single-family activity, its success will be constrained by Addison's location in DISD. In an analysis of North Dallas subdivisions, it appears that a DISD location has a significant influence on a subdivision's success, regardless of its price or lot size. As a result, the Town must adopt a single-family strategy which attempts to mitigate the impact of a DISD location. In addition, this strategy must also take into account changing demographics which will increase demand for more expensive move-up homes.

As multi-family housing occupancy rises to the point at which demand can no longer be satisfied, one of two events must occur-- the supply of housing must increase, or the rents must increase, or some combination of the two events. The market has experienced increasing occupancy over the last year. The survey of apartment complexes indicates that rents have gone up, albeit more recently and in response to increasing occupancy rates. Despite rental increases, occupancy rates have still been climbing steadily. This strong market indicates that supply-side characteristics may be in place to justify the construction of additional multi-family housing units.

**Goal:** Expand the residential population of Addison by offering new housing opportunities including a range of new product types. Provide opportunities for the construction of a mix of housing types for persons of diverse economic groupings.

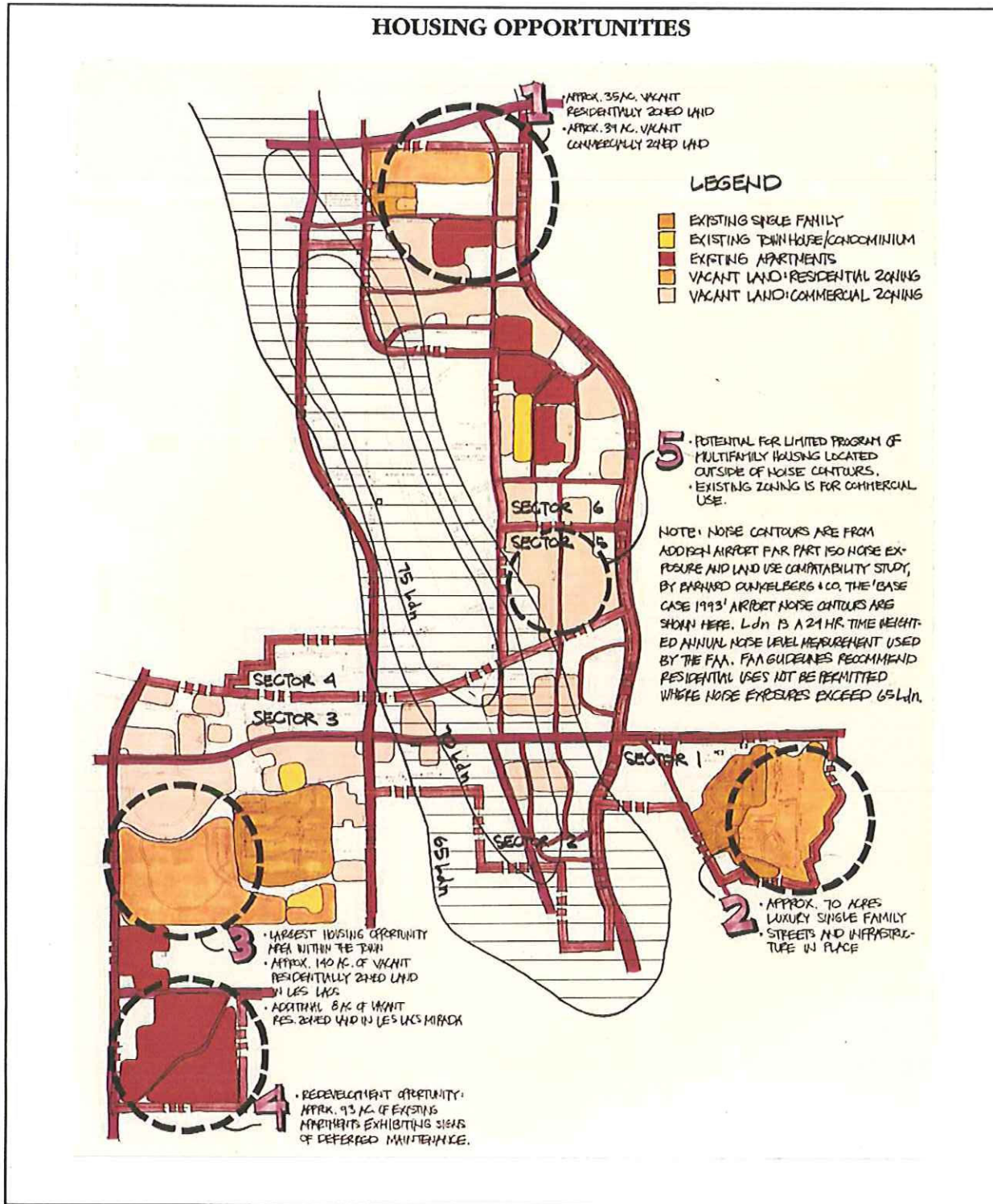
**Objectives:**

1. Encourage opportunities for new residential development throughout the Town.
2. Protect the property values of existing single-family and multi-family residential development.
3. Encourage residential development which is aesthetically pleasing and compatible with its environment and land use setting.
4. Encourage the development of a wider range of housing types, while retaining an emphasis on single-family owner occupied housing.
5. Encourage the development of housing types which have a direct relationship to the street, avoiding the creation of ambiguous, non-territorial semi-public spaces.
6. Where possible, encourage the integration of different housing types within the same residential development.
7. Create residential developments which encourage pedestrian rather than automobile traffic and reduce the dependence upon the automobile for every daily trip.

**Policies:**

1. Protect existing residential areas from new development through the use of setbacks, screening and height controls.
2. Require the design of streets, sidewalks, hike/bike trails, etc., of new developments to link with those of existing developments.
3. All new residential developments shall include components of parks or open space.
4. Promote the integration of neighborhood retail with residential development by encouraging pedestrian linkages between homes and shops.
5. Protect residential areas from non-local through traffic.

HOUSING OPPORTUNITIES



## 4.5 RETAIL

### Discussion:

Addison has one of the largest concentrations of restaurant/retail/entertainment uses in the Metroplex. Restaurants like to cluster, and Belt Line Road, parts of Midway and Inwood Road, have become the preferred North Dallas location for many national restaurant and fast food chains as well as home to several local restaurants with regional customer bases.

This concentration of regional attractions has had an inhibiting effect on the development of more typical retail centers that would have to compete for limited amounts of traffic access and parking along these busy corridors.

Because restaurants typically require twice as much parking as retail uses, these corridors have developed a disjointed, fractured look with buildings separated by wide expanses of surface parking. Unless high standards for site landscaping and signage are maintained, this is an urban form that can easily degenerate into a visually untidy commercial strip corridor.

Some of the longer term strategic actions worth exploring for these types of entertainment corridors are the feasibility of district-wide parking management that address the issues of shared parking and valet parking as a means for reducing the amounts of parking duplication. Another issue worth exploring would be the implementation of area-wide sidewalks that link activity centers as another means of reducing the dependency on the automobile, particularly for lunch hour activity.

**Goal:** Maintain and support the existing retail, restaurant and entertainment facilities which form the core of the North Dallas major retail service center.

### Objectives:

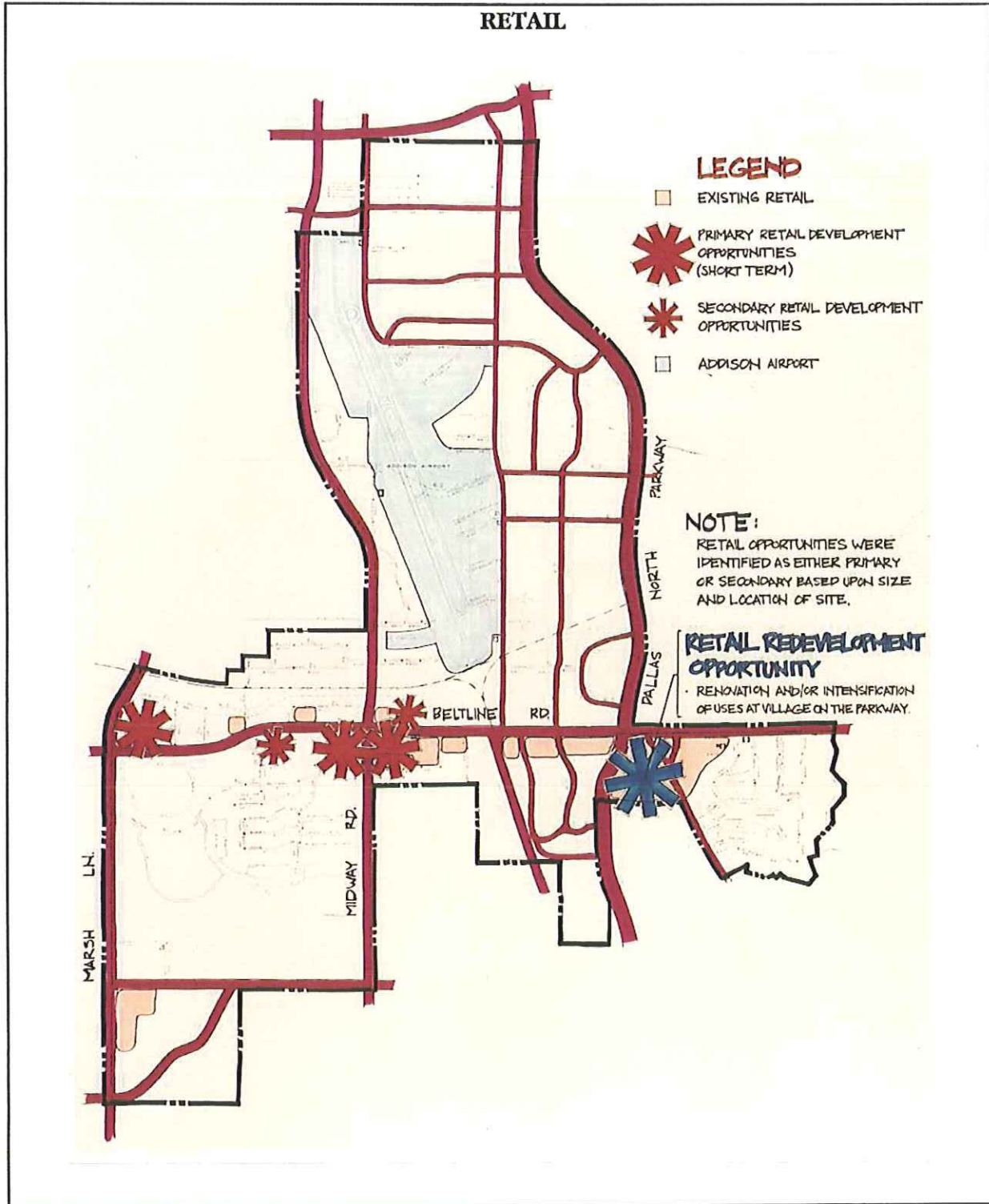
1. Ensure that the full spectrum of market justified retail opportunities are available, ranging from the regional to the neighborhood support levels.
2. The renovation, redevelopment and/or intensification of The Village on the Parkway should be a high priority in order to capitalize on the potential of this key site.
3. Use the desirability of the Belt Line Road retail corridor to leverage higher standards of development, site landscaping, signage, etc., in order to upgrade the overall visual quality and tenant mix.



4. Encourage neighborhood scale retail opportunities to serve existing and developing residential districts in and adjacent to Addison.
5. Identify retail opportunity sites and focus development efforts on these locations.
6. Encourage support retail associated with other land uses (office, hotel, etc.) to be visible and accessible from the street.

**Policies:**

1. Require safe, easily understood and self policing pedestrian linkages (sidewalks) between retail developments and adjacent residential, retail, office and hotel uses.
2. Institute a review process for pad site development.
3. Develop and enforce stricter standards for the design and maintenance of retail development addressing the appearance of buildings, signage, parking and landscape development. Create these standards for application to both existing types and innovative new types of retail development.
4. Develop new zoning standards that permit more creative integration of retail with office and residential development, including the vertical stacking of these uses.
5. Specifically define "retail" and exclude it from flex space/office-warehouse/light industrial development, except as a supporting use.
6. Exclude automobile sales and service uses from the Belt Line Road retail corridor.



**4.6 OFFICE****Discussion:**

During the height of the building boom of the mid 80's, the Addison section of the Tollway corridor proved to be a desirable location for significant volumes of high quality office development.

As the regional supply of vacant office space that resulted from this period of overbuilding is slowly absorbed, we expected to see a renewed interest in the remaining vacant parcels of land along this corridor and the development pattern to pick up where it left off in the 80's, but at a more moderate pace.

For the Town as a whole, we see four basic categories of office space in the future:

- (1) Mid- to high-rise, multi-tenant or corporate class A office buildings fronting the Tollway with a percentage of structured or underground parking;
- (2) Low-rise garden office built to suit or owner occupied in those areas of the Town restricted by Addison Airport FAA height determination;
- (3) Office space for small tenants integrated into the special districts as part of larger mixed-use developments; and
- (4) Flex space buildings with various ratios of office/warehouse, workshop configurations, but all essentially occupying single story low budget buildings designed for small business users.

For all these categories of offices, a key design issue is the control over the location and design of the parking lot or parking structure. These are major design features that tend to be relegated to items of secondary importance. In reality, these elements have as great an impact on the quality of the built environment as the buildings they serve, and without design standards that control their placement, size and appearance, they can become "dead" zones that discourage pedestrian linkage between buildings and destroy any sense of continuity in the total urban fabric.

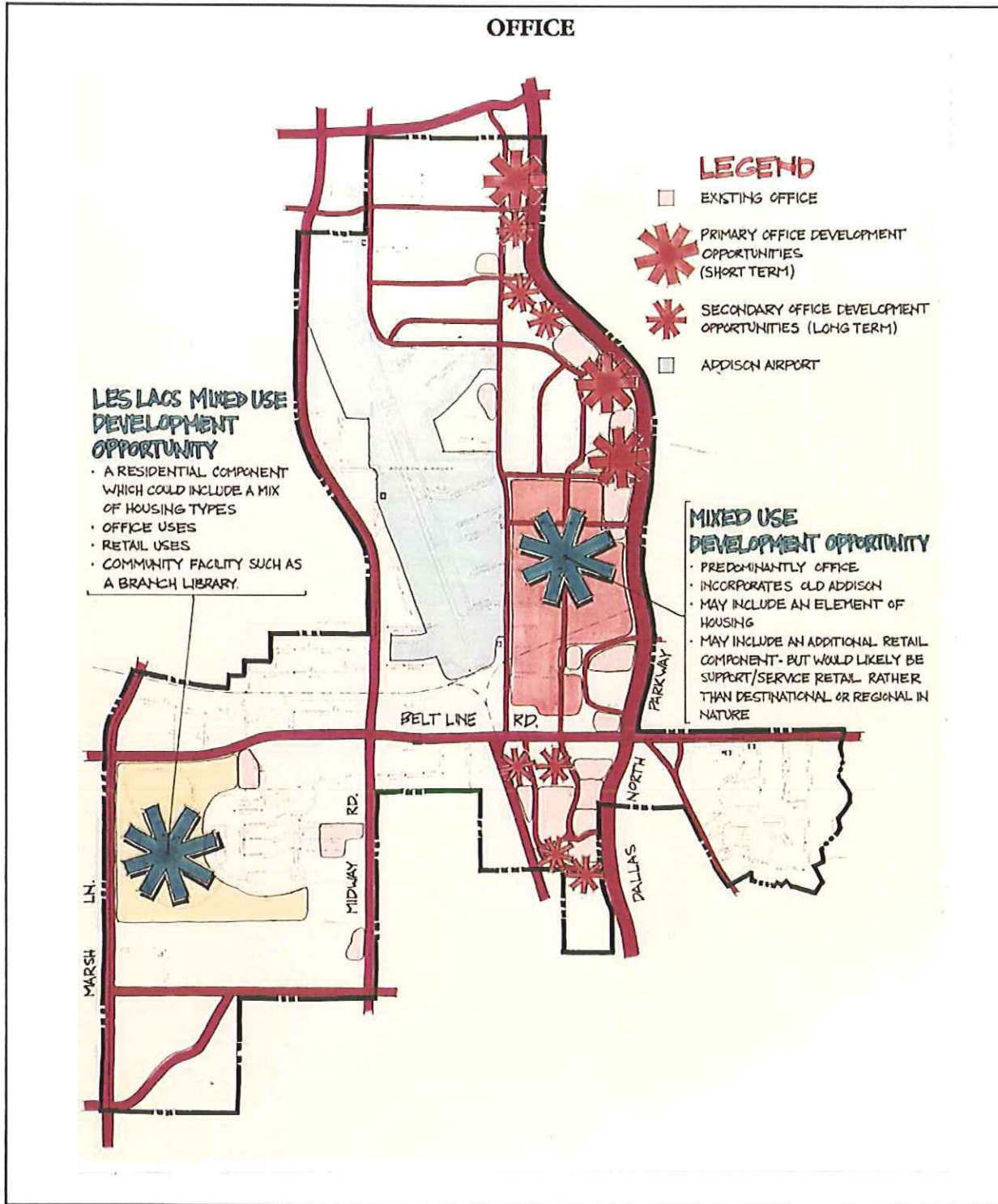
**Goal:** In order to lessen the total dependency on the automobile, locate the work place closer to the home wherever possible. To lessen the use of the automobile, encourage fully integrated office development patterns that incorporate supporting amenities such as restaurants, shops and day care centers. Encourage multi-use buildings and projects.

**Objectives:**

1. Encourage the development of support retail and restaurant uses within office developments which are visible and accessible from the street.
2. Encourage the continuity of pedestrian linkages between neighboring office, retail and residential developments, and open space corridors.
3. Plan for the continuing intensification of the Dallas North Parkway corridor, recognizing that the corridor is one development bay (site) in depth.
4. Discourage large surface parking lots and minimize the intrusive nature of parking structures through the use of landscape development, upgraded paving materials, lighting, and sensitive site planning and architectural design.

**Policies:**

1. Develop and enforce landscape standards for office parking lots requiring both peripheral screening and an increased amount of tree cover within the parking area.
2. Develop a lower minimum parking ratio and establish a maximum parking ratio. Encourage shared parking arrangements.
3. Require safe, easily understood and self policing pedestrian linkages between retail developments and adjacent residential, retail, office and hotel uses.
4. Target mid-rise office development to infill sites within the Quorum and low-rise office development to either the Les Lacs or the Old Addison special mixed-use districts.
5. Encourage the development of underground parking through density bonuses.



**4.7 FLEX SPACE/OFFICE-WAREHOUSE/LIGHT INDUSTRIAL****Discussion:**

The majority of the existing flex space/office warehouse/light industrial development within the Town had been developed twenty or thirty years ago. It is located near the St. Louis and Southwestern Railroad, which originally served the transportation needs of the light industrial users. The importance of this relationship has decreased over time due to the diminishing importance of rail service to today's light industrial users, who tend to rely upon truck transport.

In Addison, the challenge is to attain the proper balance of light industrial land uses and to prevent their deterioration.

**Goal:** To support an appropriately sized component of flex space/office-warehouse/light industrial users which are not related to Addison Airport, but provide opportunities for small scale industrial development that is safe, clean and attractive.

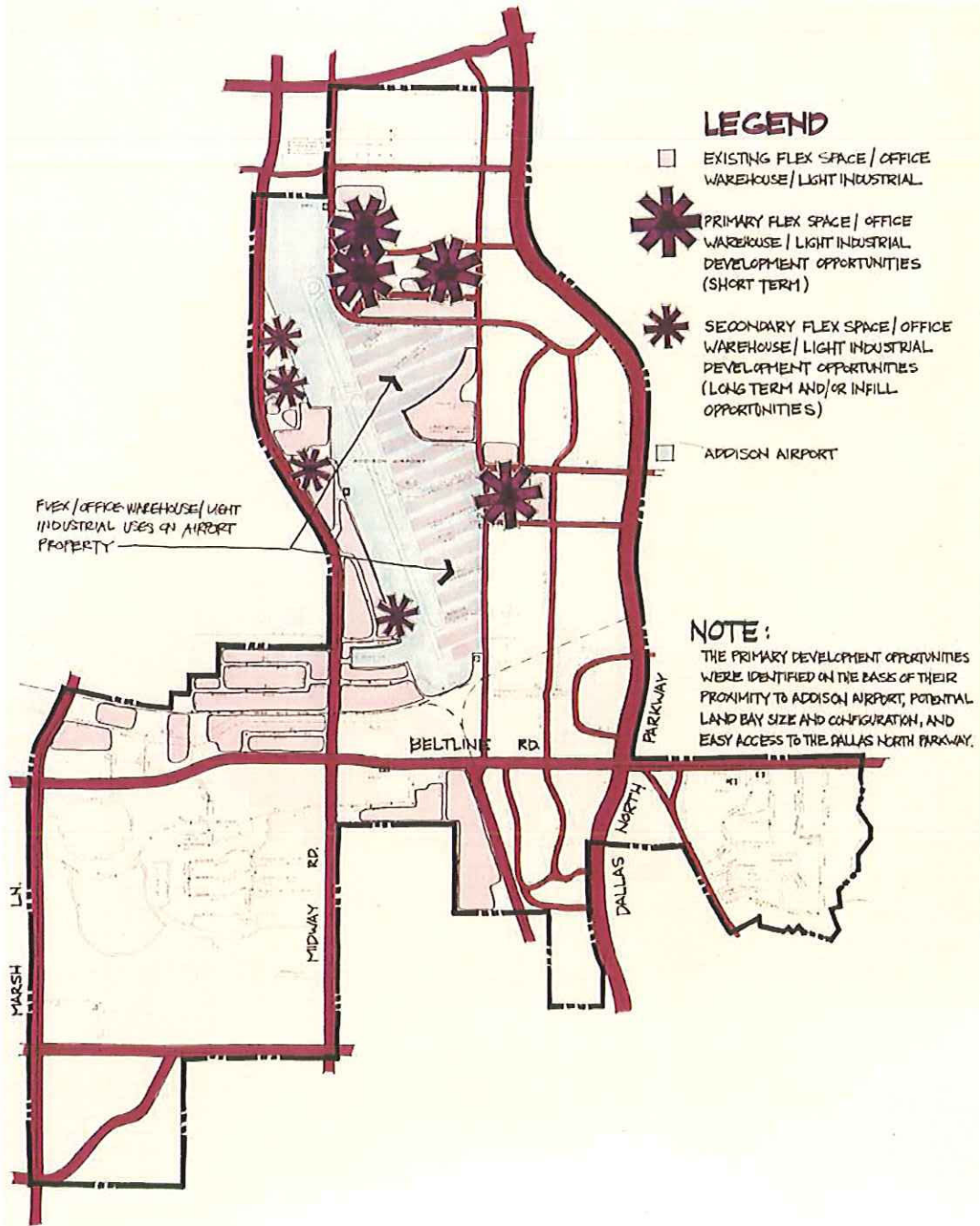
**Objectives:**

1. Develop a strategy for those non-airport related users located in the area north of Belt Line Road between Marsh Lane and Midway Road to capitalize on non-airport related flex space/office-warehouse/light industrial opportunities.
2. Determine this land use's target market and identify the appropriate range of product types.

**Policies:**

1. Consolidate non-airport related flex space/office-warehouse/light industrial uses to the area north of Belt Line Road between Marsh Lane and Midway Road.
2. Require that all industrial activities including the storage of materials are done within buildings.
3. Require sufficient on-site area for the circulation of trucks and equipment, avoiding circulation and parking conflicts with automobiles.
4. Maintain strict standards concerning the production of noise, dust and other pollution, and the handling, use and disposition of hazardous materials.

### FLEX SPACE/OFFICE WAREHOUSE/LIGHT INDUSTRIAL



#### 4.8 SPECIAL DISTRICTS

##### **Discussion:**

The purpose of the Special Districts is three-fold:

- 1) to create within the fabric of the Town of Addison districts that have characteristics that engender a sense of neighborhood or community as an antidote to the anonymous suburban sprawl that typifies much of North Dallas;
- 2) to create new development patterns that permit a greater degree of land use mixing than conventional zoning; and
- 3) to create environments that are not totally dominated by the requirements of the automobile, that are pedestrian friendly, and built at a human scale.

Current zoning standards reflect the pattern of development that has predominated in the post-war period. It has given the people what they wanted--the American dream of a house with a yard in the suburbs away from the ills of the city and a car in every garage. Zoning gave us what we thought was, and many still think is, the American dream.

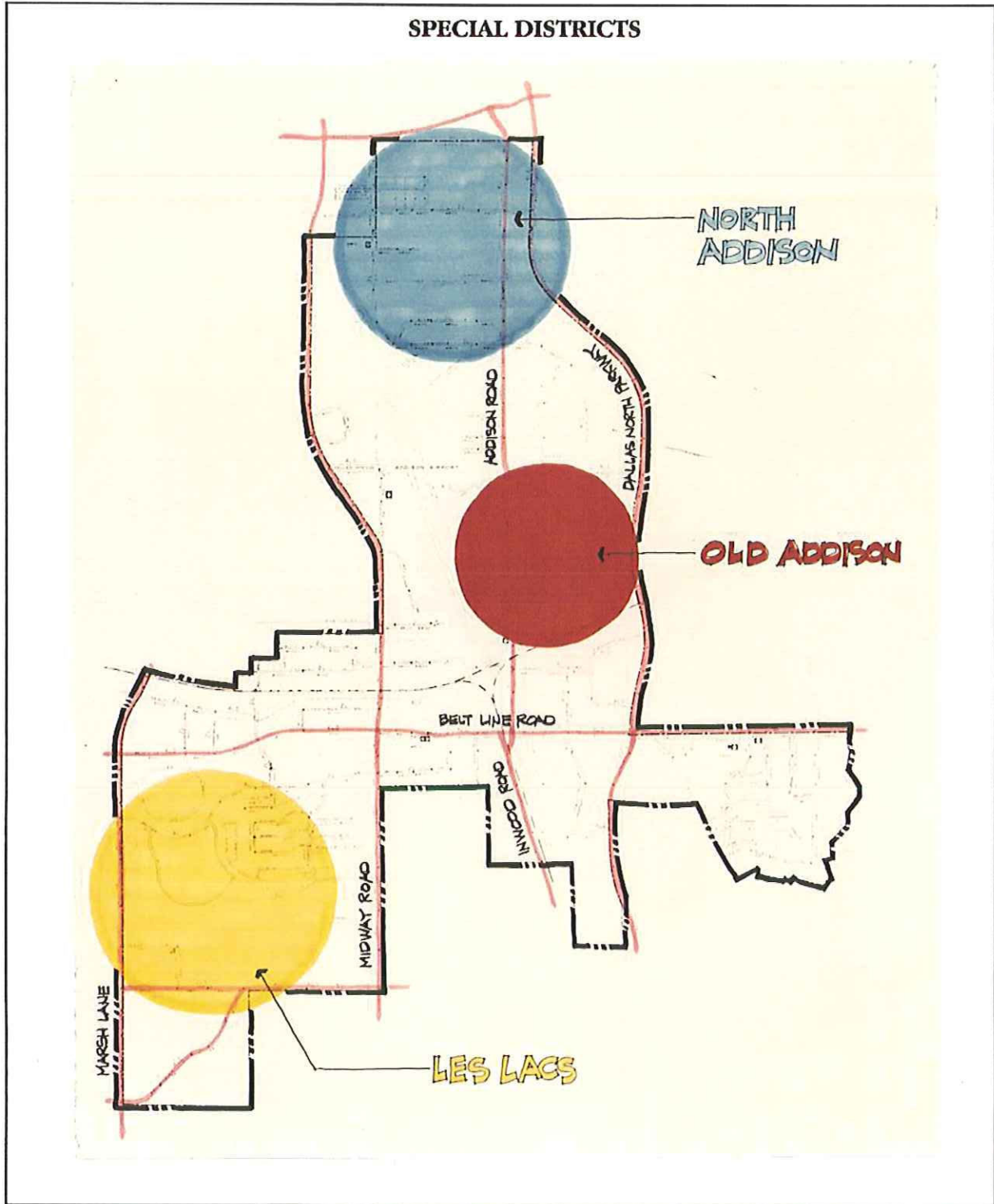
The result has given us suburban sprawl, land uses separated from each other, and almost total dependency on the automobile.

What the Special Districts attempt to do is to encourage and permit a wider range of integrated land uses within a framework of streets and alleys designed at a scale that is more conducive to pedestrian activity. In essence, this framework is the rediscovery of "small town" grid of simple city blocks.

Although small towns have the basic elements (a town square, city hall, main street, etc.), the character, location and magnitude of development that constitute a town are difficult to describe. Memorable small towns are places with distinctive characters, and whether a particular land use will be compatible is a totally subjective matter.

The more flexible the regulation, the less simple it will be as a process is substituted for definitive standards. These Special Districts attempt to create a more flexible system for development. Although each district has certain basic elements, the character, location and magnitude of development is not standardized.





**4.8.1 LES LACS SPECIAL DISTRICT**

**Goal:** To create the opportunity for a special mixed-use district with a residential orientation in the Les Lacs area. This district should encourage the mixing of residential uses within the district by establishing an urban framework which is small in scale and compatible with the adjacent residential developments.

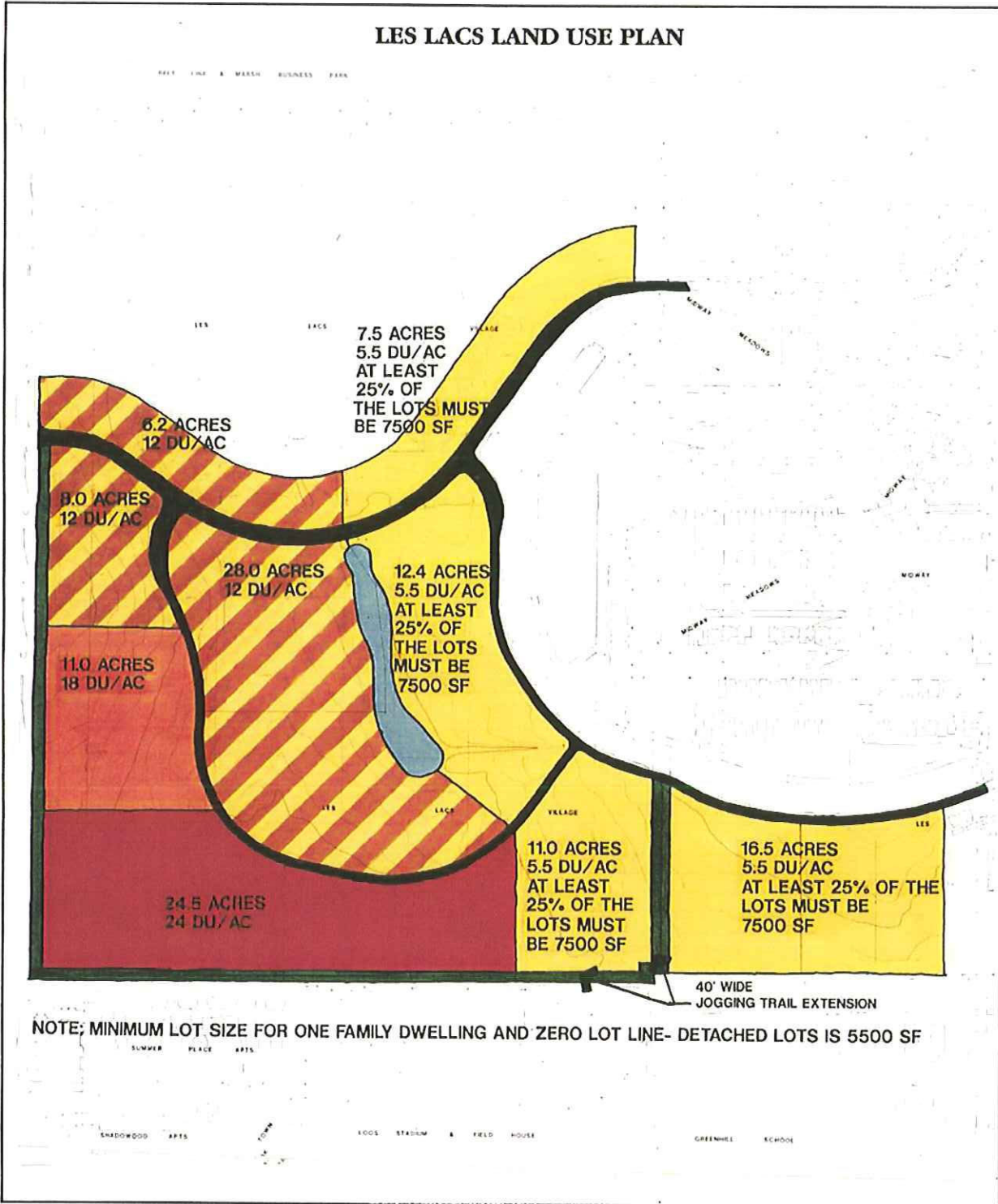
**Objectives:**

1. Define boundaries and an appropriate range of land uses and densities by subdistrict and by density for a Les Lacs special mixed residential use district.
2. Create a development pattern based upon a small scale street grid system.
3. Promote the development of active recreation open space within the district.

**Policies:**

Develop implementation measures and programs which incorporate the following policies:

1. Utilize a system of residential subdistricts which segregates residential land uses and densities.
2. Develop a unique series of street design standards superseding the Town's usual engineering standards for right-of-way, street and lane widths, curb radii, and crosswalk and sidewalk widths in order to create a more pedestrian oriented street environment.
3. Develop urban design and development guidelines addressing building setbacks and heights, densities, the appearance of buildings, parking ratios and the location and appearance of parking facilities, streetscape design and on-site landscape design.
4. Create an equitable method of providing for active public recreation space within the district.
5. Develop an easily understandable review procedure for projects within the district.



**4.8.2 OLD ADDISON SPECIAL DISTRICT**

**Goal:** To create the opportunity for a special mixed-used district with a commercial orientation incorporating Old Addison, the Addison Conference and Theatre Centre, and other undeveloped land north of Belt Line Road and between Addison Road and the Dallas North Parkway. This district should encourage the mixing of office, retail, civic, and residential uses within an urban framework small in scale yet flexible enough to accommodate this wide range of uses.

**Objectives:**

1. Define boundaries and an appropriate range of land uses and densities for an Old Addison special district.
2. Market the district as a unique development incorporating the existing Old Addison area with new retail, office and residential opportunities and the Addison Conference and Theatre Centre.
3. Create a development pattern based upon a small scale street grid system like that of the existing Old Addison area. Integrate community facilities like public squares and the Addison Conference and Theatre Centre as landmarks.
4. Encourage the development of integrated building types having a mix of office, retail and residential uses.

**Policies:**

1. Policies shall be formulated as part of an Old Addison special study.

**4.8.3 NORTH ADDISON SPECIAL DISTRICT**

**Goal:** To create the opportunity for a special mixed-use district with a residential orientation in the north Addison area, adjacent to the existing Addison Place development. This district should provide a variety of residential opportunities within an urban framework which is small in scale and compatible with the adjacent development.

**Objectives:**

1. Define boundaries and an appropriate range of land uses and densities for a North Addison special district.

2. Create a development pattern based upon a small scale street grid system similar to that of Addison Place and built to appropriate standards. This grid system should provide opportunities for the integration of community facilities, such as public squares, open spaces and branch libraries within private developments.
3. Within a limited area near Addison Road, encourage the development of integrated building types having a mix of office, retail and residential uses.

**Policies:**

1. Policies shall be formulated as part of a North Addison special study.

**4.9 ADDISON TECHPORT****Discussion:**

For over a decade, it has been recognized that the major air centers in the United States including the Dallas/Fort Worth region require additional air space capacity to meet forecast demand for civil air services. Domestic air passenger enplanements have increased from 200 million per year to 400 million nationwide since deregulation of the industry in the 70's and the F.A.A. and others forecast this traffic to double by the year 2000.

The airline industry is still going through a shake-out as a result of deregulation. At the same time, profit margins, rising fuel costs, and safety concerns and hub-and-spoke routing systems have all contributed to a renewed interest in general aviation alternatives to commercial airline travel.

The package express and air cargo industry is also going through an evolutionary change. Consolidation of carriers has taken place. Existing carriers anticipate a higher rate of growth and are looking for opportunities to expand. The availability of an adequate runway system, space for handling and storage facilities and the geographic location of Addison Airport are all positive elements in attracting this activity, if it is desired.

Several new projects developed or under construction within the Dallas/Fort Worth region are designed to capitalize this trend. Addison Airport, which is one of the oldest and most strategically located general aviation airports, needs to assess its position within the regional market.

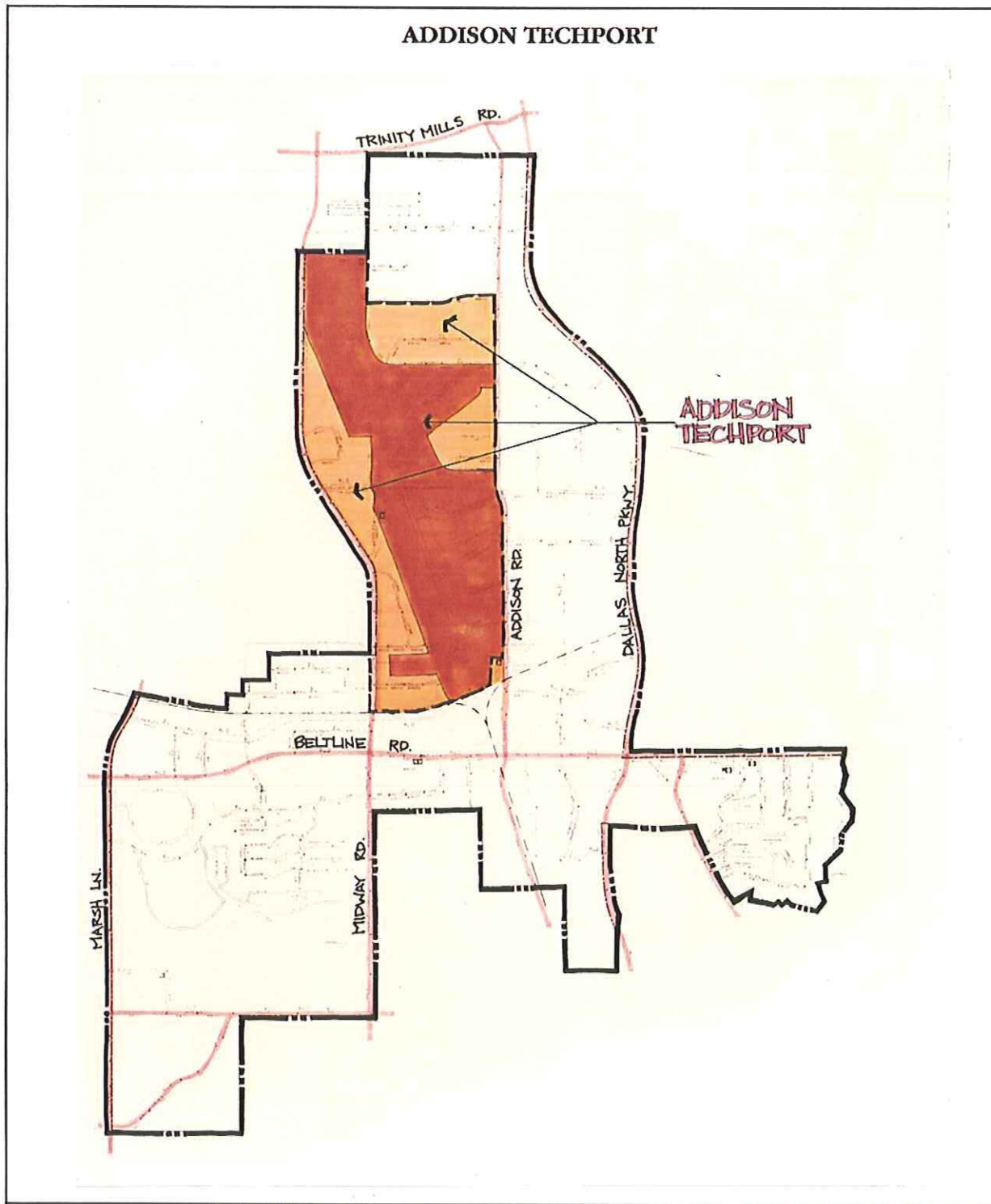
**Goal:** Exploit development opportunities created by Addison Airport in order to take advantage of the airport as an economic generator without adversely impacting other land uses.

**Objectives:**

1. Create an Addison Airport related tech park (Addison TechPort) with urban design and development standards at levels of quality consistent with those of other commercial, residential and civic developments elsewhere in the Town. Develop programs that address new construction, rehabilitation and clean up/fix up of existing buildings and properties.
2. In order to compete effectively with emerging competition, create a marketing program to attract new airport related users to primary development opportunity sites east of the airport and incorporate them into the Addison TechPort.
3. Stabilize the light industrial areas on the west side of the airport. Consider incorporating the area between the airport and Midway Road into the Addison TechPort. Begin this process by taking advantage of the infill opportunities which exist.
4. Develop a strategy for those non-airport related users located in the area north of Belt Line Road between Marsh Lane and Midway Road to capitalize on non-airport related flex space/office-warehouse/light industrial opportunities.
5. Determine this land use's target market and identify the appropriate range of product types.

**Policies:**

1. Implement the Addison TechPort through a joint public/private entity charged with its marketing and the development and enforcement of its urban design standards.
2. Consolidate airport related uses to areas within the high noise zones surrounding the airport.
3. Require sufficient on site area for the circulation of trucks, aircraft and other equipment, avoiding circulation and parking conflicts with automobiles.



#### **4.10 PUBLIC SERVICES AND UTILITIES**

**Discussion:**

The projected growth within Addison is heavily biased towards commercial rather than residential development. Much of the future demand for services and utilities will be generated by the Town's non-residential population which already exceeds the permanent population by a ratio of 5:1.

In general, commercial land uses demand larger amounts of public utilities than the equivalent volume of residential development. On the other hand, commercial land uses do not generate the equivalent demands for public services like libraries, parks and other community facilities.

Public utilities and services must be expanded and maintained at competitive standards to promote a sense of value in the resident and business population of the Town.

The cost of these services must be seen to be distributed fairly between the resident and non-resident population.

**Goals:** Provide public services and utilities which can accommodate level of expansion for all land uses set forth in the Plan. Provide excellent utility service for residences and businesses. Make utility service inobtrusive.

**Objectives:**

1. Complete construction of Farmers Branch sewer tunnel.

**Policies:**

1. Sell water and sewer revenue bonds to finance sewer tunnel.
2. Require all new utility service to be underground.



**5.1 INTRODUCTION**

The Future Land Use Plan is made up of four major elements:

- 1) The Master Thoroughfare Plan;
- 2) The Community Facilities, Parks and Open Space Plan;
- 3) The Plan for the Private Use of Land;
- 4) The Addison TechPort; and Special Districts.

The Land Use Plan illustrates the generalized land use categories located within the existing and proposed transportation framework that structures the development patterns for the Town. There is a direct relationship between the type and density of land use and the size and capacity of the highways and thoroughfares that serve it. To understand the Land Use Plan, you must first understand the basic structure of the transportation framework.

**5.2 THE MASTER THOROUGHFARE PLAN**

A Master Thoroughfare Plan is being developed in order to provide efficient transportation for the projected population and employment through to the year 2005.

The framework of the Plan will continue to be the arterial grid system that is more or less 90% complete. The standards for the thoroughfare R.O.W. and land widths are consistent with those found in the Regional Thoroughfare Plan, but have been specifically designed to address local conditions.

The classification system and standards employed in the plan are as follows:

<u>Type</u>	<u>R.O.W.</u>
Two lane undivided	60'
Four lane undivided	68'
Four lane divided	84'
Six lane divided	106'

The Dallas North Parkway is a regional highway, operated by the Texas Turnpike Authority, and is not under the jurisdiction of the Town of Addison.

The framework shall also contain a street hierarchy that can be broken down into groups of street types as follows:

Group 1:

- (1) Regional highways (Dallas North Tollway)
- (2) Principal arterials (Belt Line, Midway)
- (3) Minor arterials (Quorum Drive)

These are essentially all wide vehicular dominant streets along which there is very little provision (if any) for pedestrian movement. They all carry large volumes of traffic at relatively high speeds including large percentages of non-local through traffic. They produce an environment that is more or less large in scale with large buildings, large scale signage, wide setbacks and a high percentage of the surface area between buildings devoted to parking and auto related uses.

Group 2:

- (4) local collector streets
- (5) residential streets and cul-de-sacs

These streets are much shorter in length, carry local traffic only and should be designed to be pedestrian friendly.

Group 3:

- (6) boulevards
- (7) parking plazas
- (8) large streets
- (9) side streets

These are special street types with unique street and sidewalk design standards, and are meant to be applied only in special districts such as Les Lacs.

The Master Thoroughfare Plan also contains several specific proposals for development of thoroughfares as follows:

- 1) Airport/Keller Springs Road underpass between Addison Road and Midway Road
- 2) Arapaho Road extension around the south end of the airport between Addison Road and Midway Road
- 3) Improvements to bottlenecks at key thoroughfare intersections

This framework functions to serve private vehicles and public bus service, there are no rail transit elements in the Town at this time.

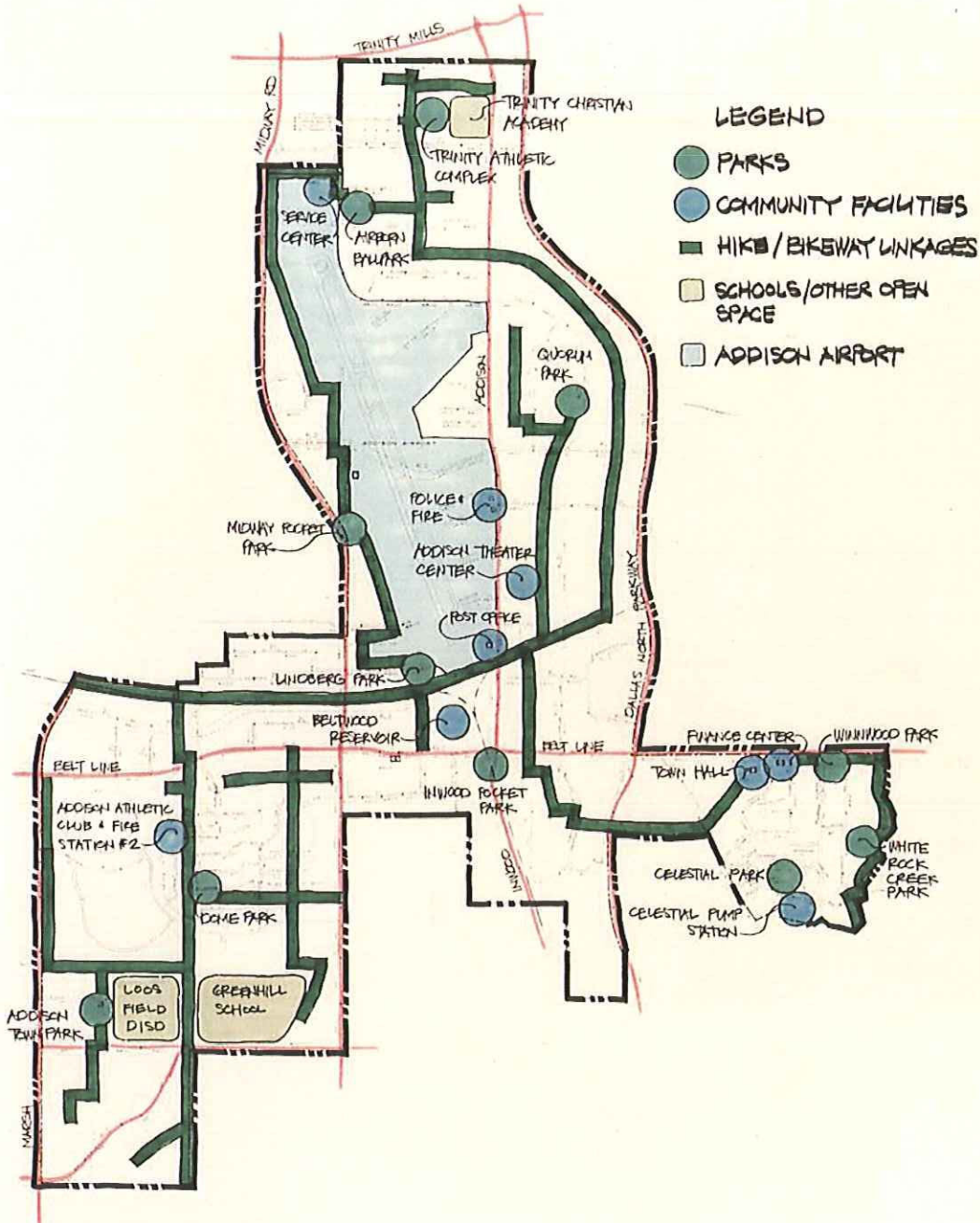
The Land Use Plan acknowledges these distinctions in the street hierarchy by locating residential and lower density land uses within enclaves or land bays that are contained within and not straddling the major traffic dominant streets. The major higher density, non-residential land uses such as the offices, hotels and retail/restaurant clusters are organized into linear corridors of commercial activity along the major thoroughfares and highways.

### **5.3 THE COMMUNITY FACILITIES, PARKS AND OPEN SPACE PLAN**

Community facilities addressed in this Plan include, public buildings, police and fire stations, parks and open space. Even though the Dallas Independent School District does not intend to construct any new schools within the city limits of Addison to accommodate the ultimate population growth and the potential increase in school age children, the Town needs to develop an inventory of sports fields for active recreational use.

The public's desire for additional greenbelt and hike/bike paths throughout the Town has resulted in the proposal for expanding the existing system of overhead power line easement greenbelts to other areas of the Town.

COMMUNITY FACILITIES, PARKS AND OPEN SPACE PLAN



#### **5.4 THE PLAN FOR THE PRIVATE USE OF LAND**

The specific details of the Land Use Plan for the remaining undeveloped land within the Town boundaries are as follows:

##### **Tollway Corridor**

Dallas North Tollway is a regional limited access highway along which major office buildings, business parks and other types of commercial centers are located. It is anticipated that this pattern of development will continue once the commercial real estate market recovers. The sizable acreage of undeveloped land fronting this corridor has therefore been organized in the Land Use Plan as a business use corridor extending approximately 600 feet on either side of the Tollway. It will accommodate future high density, high-rise offices, hotels and mixed-use centers and become the major employment center for Addison. Because the retail market in the Tollway corridor is generally overbuilt, it is not anticipated that this corridor will see much new retail development other than small scale support retail serving the working population (lunch counters, cafes, print shops, etc.) and generally located within the office or hotel buildings themselves.

##### **Belt Line Corridor**

Fronting this corridor is a development pattern made up of restaurants, strip shopping centers, regional malls and offices. Apart from some vacant land at the west end, it is essentially built out and represents the highest concentrations of retail restaurant/entertainment clusters in North Dallas. The Land Use Plan acknowledges this fact by organizing this corridor as a zone designated for future mixed-uses with a predominant retail/restaurant emphasis.

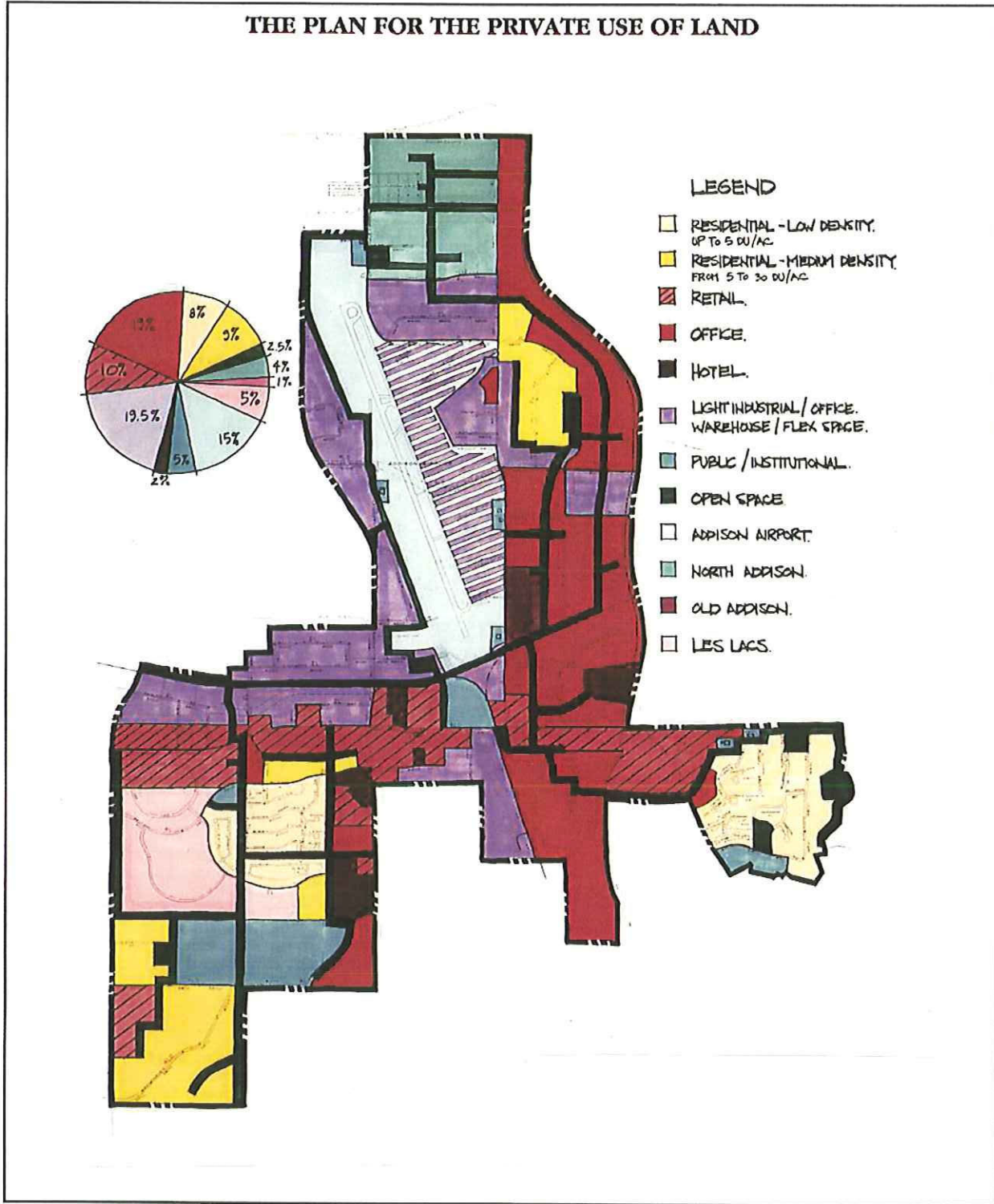
##### **East Addison**

A development process to deliver luxury housing is in place in this area. In order to encourage this process, the Town of Addison should protect and preserve existing development patterns in this sector and seek to mitigate any events which might disturb the process.

##### **Southwest Addison**

This area is characterized by several multi-family complexes, some of which exhibit signs of deterioration. This area represents a potential zone for a future revitalization program. In the interim, stricter code enforcement and a rising demand for multi-family units may stop further deterioration of this area of the Town.

THE PLAN FOR THE PRIVATE USE OF LAND



## Special Districts

The Plan identifies three Special Districts in addition to Addison Techport that warrant creative development standards. Initially, policies and a land use plan have been developed only for the Les Lacs Special District.

The use of Special Districts provides a unique opportunity to create development patterns with development and zoning standards differing from the highly compartmentalized patterns which have developed as a result of "conventional" zoning districts and planned development districts employed elsewhere in the Town.

The vision for the Special Districts is derived from a realization that "conventional" zoning has produced a physical environment which guarantees only the separation of land use types and intensities, the emphasis of the automobile over the pedestrian, and the abundance of automobile parking. It does not, however, guarantee or even allow the once-common pattern of pedestrian oriented mixed-use neighborhood environments found in small towns.

The site characteristics of each of the Special Districts create specific development opportunities as follows:

- Old Addison—presents an opportunity for a unique district with a strong commercial orientation due to the successful existing commercial development and proximity to both Addison Airport and Tollway Corridor. The new Addison Conference and Theatre Centre complex adds a strong civic component to the land use mix. Residential opportunities are somewhat limited due to airport noise, however, multi-family, townhouse/condominium and three or four plex development opportunities exist, as well as opportunities for mixed-use buildings with a residential component.
- Les Lacs—This area represents Addison's best opportunity for the development of a range of residential uses. However, development of Les Lacs must complement the residential patterns already set by adjacent residential developments—Midway Meadows, a conventional single-family subdivision and Les Lacs Mirada, a condominium complex.

Given the correlation between target markets and product types, the following products are suggested for development:

- Luxury homes
- Single family move-up
- Zero lot line homes
- Rowhouses
- Move up multi-family

- North Addison—Although a 40-acre tract within North Addison represents this area's greatest residential opportunity and is zoned for single-family development, it has many of the site characteristics typical of multi-family locations. If the owner should seek a re-zoning of this tract, this area represents an opportunity to plan for a variety of multi-family residential densities. It may also contain components of commercial and single family residential development.

### **Implementation**

Goals, objectives and policies will be developed for each special district. It is anticipated that a new zoning district authorizing mixed residential uses will be needed to implement the goals, objectives and policies. Generally speaking, zoning standards for special districts will consist of land use regulations, street design and development standards and urban design guidelines.

The land use framework for these special districts is to be implemented through a land use plan map, which divides the district into subdistricts. For residential subdistricts, the maximum number of dwelling units permitted per gross acre is specified in conjunction with the land use map. The land use map also depicts the location of thoroughfares and the approximate location of other types of streets within the special district. The land use plan map is to be implemented through a mixed-use residential zoning district.

The street framework diagrams illustrate the armature for development as formed by a hierarchical network of four types of streets specifically developed for those special districts.

These are designed to function as follows:

- Boulevards are streets with wide landscaped medians designed and located to provide a somewhat formal organizing element to each district, in the same way that Swiss Avenue or Armstrong Parkway provide points of reference to their respective neighborhoods in Dallas. Building development along this type of street is expected to be grander in scale with opportunities for landmark buildings such as schools, churches or civic buildings.
- Parking plazas are a modification of the boulevard. They function as the parking lots for city home or townhouse/condominium housing, shops, restaurants or small offices, very much like Snider Plaza or Highland Park Village in the Park Cities.
- Large streets are streets that serve as local collector streets but wide enough to permit parallel parking. Because they are relatively short streets, they will not attract large volumes of local traffic and are, therefore, designed at the same scale as the typical collector street in Oak Lawn or Park Cities.



- Side streets are short, linking streets designed to tie to a network of large streets and boulevards. In most cases, these will be residential streets with parallel parking at a scale similar to the "M" streets located along the east side of Central Expressway between McCommas and Henderson in Dallas.

The street design standards address the issues of:

- Right-of-way widths
- Street widths and the accommodation of on-street parking
- Neckdowns at intersections and crosswalk improvements
- Sidewalk widths
- Street tree plantings
- Minimum permissible centerline radius standards

The urban design guidelines are intended to create a framework for development initiatives by third party builder/developers which is flexible enough to permit a wide range and mix of land use types, and that encourages the integration rather than compartmentalization of land uses; pedestrian activity; less dependence on the private automobile; and the creation of districts which have a sense of community and neighborhood. These will become part of the amendments to the Comprehensive Zoning Ordinance for the Town of Addison that incorporates these new districts.

Issues addressed in the urban design guidelines include:

- The relationship between a land use type and the type of street upon which it may occur.
- Build-to lines rather than front setback lines, reinforcing the street corridor. Setting these build-to lines at smaller dimensions than what is commonly required for front setbacks results in a street which has a smaller, pedestrian oriented scale.
- Building heights and widths.
- The exterior appearance of buildings.
- The location and screening of parking and service facilities.

The following reference materials were used in the preparation of this Plan:

- Comprehensive Planning:** City of Addison Master Plan, 1977.
- Base Mapping:** Provided by the Town of Addison.
- Thoroughfare Planning:** Based on information provided by the Town and the Barton-Aschman March 1990 Town of Addison Bottleneck Study, Regional Transportation Structure-Mobility 2000 DART Regional Service Plan.
- Land Use:** Based on existing land use maps provided by the Town and previous master planning efforts such as the 1977 City of Addison Master Plan and the Addison Zoning Ordinance, July 1985.
- Airport:** Based on the Economic Impact of Aviation on North Central Texas-NCTCOG and Wilbur Smith Associates, December 1988 and Addison Airport Masterplan by Barnard Dunkelberg & Company, April 1990.
- Housing:** Arthur Andersen/GA Partners Housing Study, July 1990.
- Economic/Demographic:** Annual Budget 1989-90, Town of Addison NCTCOG.

COPY

**RESOLUTION NO. R95-061**

A RESOLUTION BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS, APPROVING AMENDMENTS TO THE COMPREHENSIVE PLAN, SECTION 4.8, SPECIAL DISTRICTS, AND SECTION 5.4, PRIVATE USE OF LAND, SO AS TO PROVIDE FOR AN URBAN CENTER AND SPECIAL EVENTS DISTRICT, ESTABLISHING POLICIES FOR LAND USES AND DESIGN THAT ENABLE INTEGRATION OF HIGHER DENSITY RESIDENTIAL USES, RETAIL AND OFFICE USES, AND SPECIAL EVENTS (PUBLIC) USES WITHIN THE DISTRICT, AND SETTING BOUNDARIES FOR THE COMPREHENSIVE PLAN LAND USE MAP FOR SUCH DISTRICTS ON APPROXIMATELY 90 ACRES OF LAND, GENERALLY BOUNDED BY DALLAS TOLLWAY ON THE EAST, A LINE 300 FEET SOUTH OF AIRPORT PARKWAY TO THE NORTH, ADDISON ROAD TO THE WEST, AND THE ST. LOUIS AND SOUTHWESTERN RAILROAD LINE TO THE SOUTH.

WHEREAS, the Town of Addison, Texas, has approved a Comprehensive Plan for the Town through Resolution R91-033, describing existing land uses, prescribing future land uses, and containing an overall development plan for the Town; and

WHEREAS, the current Comprehensive Plan specified that the area known as "Old Addison" would be the subject of a "Special Study" to be held at a later date; and

WHEREAS the following factors led the city to consider a "Special Study" to look at development alternatives:

-The land along Quorum Drive was zoned for multistory office development, which was not likely to happen within the next few years.

-The city was facing increased competition from other restaurant centers such as Plano, Stemmons Crossing, Lewisville, and Dallas. Now that all cities have "de facto" liquor-by-the-drink through the use of the UNICARD, Addison has seen restaurant centers spring up all around it, and believed its 120 restaurants would lose market share to the new centers which are closer to the residential populations in Plano and Carrollton. The city began to look at ways to put more dining customers in its immediate area.

-The city sought a permanent facility for Special Events. It has held Oktoberfest and Kaboom Town on vacant land that the owners let the town use. As that land develops, the Town loses places to hold the Special Events that have become its trademark. These events give Addison an identity, and the Council has a commitment to continuing them. A Special Events area would allow the city to make a better presentation of the events, and permanent facilities would allow the city to spend less money on tents and temporary electrical power needed to hold events. The staff, with the help of architects from HKS, conducted site analyses of three sites, and concluded that the best place to build a permanent Special Events facility was adjacent to the existing Conference and Theatre Center on Addison Road; and

WHEREAS, the city staff began conducting the Special Study for Old Addison in the Fall of 1993, and has held numerous public hearings on various development plans for the Old Addison area and has determined that a mixed-use community with a residential focus should be encouraged in the Old Addison area; now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON,  
TEXAS:

THAT Section 4.8.2 Old Addison District, of the Town of Addison Comprehensive Plan, shall be amended by deleting the existing language in its entirety and replacing it with the following:

**GOAL:**

To create the opportunity for a special mixed use district that integrates higher density residential uses, retail and office uses and special events (public) uses compatible with airport uses to the west, and commercial uses (Tollway and Belt Line corridors) to the east and south. The district should build upon existing

public facilities, such as the Addison Conference and Theatre Centre and the private uses in Old Addison to create a public-private interface that maximizes use of the area as a special events center and as a dynamic residential community. Development within the area should be urban in character, with mixed residential and retail uses designed to achieve a small-scale urban character in order to maximize the potential for interaction of residents. The focus of the district should be the development of a pedestrian-oriented commercial boulevard along Mildred Street with a wide, landscaped median suitable for the staging of special events. In addition, the area south of the Addison Conference and Theatre Centre should be designed as a major public open space suitable for civic uses and special events.

**OBJECTIVES:**

1. Define the boundaries, including where necessary subdistrict boundaries, and an appropriate range of land uses, densities and intensities for the district.
2. Create a future land use map for the district.
3. Implement the goal, objectives and policies of the district through zoning district regulations and zoning decisions.
4. Create a development pattern based upon a small scale street grid system.
5. Integrate public uses with private uses, preserving the landmark characteristics of the Addison Conference and Theatre Centre and creating integrated public spaces for public events.
6. Encourage the development of integrated building types mixing office, retail and multi-family residential uses.
7. Create an open space and recreation plan for the district that allows both special events and those public uses intended to serve the residents of the district.
8. Create a residential community with unique urban characteristics that will add special character to the Town.
9. Establish design standards that facilitate mixed uses and achieve a small-scale, urban character.

10. Promote long-term economic development of the Town by encouraging mixed public and private development within the Urban Center and Special Events District.

**POLICIES:**

1. Development within the district shall be subject to approved land use plans that integrate residential and non-residential uses, and public and private uses.
2. Open space within the district shall be provided at a ratio of two acres of public land for every 1,000 residents in the district up to the point that dedication has been provided for 2,250 residents. After sufficient open space has been dedicated to meet the requirement for 2,250 residents, one and one-half acres of open space for each 1,000 residents shall be dedicated for public use.
3. Development within the district shall be subject to design standards that further the goals and objectives of the district, including street standards, landscape standards and dimensional standards.
4. Land uses authorized in the Urban Center and Special Events District shall be compatible with adjacent land uses consistent with comprehensive plan, policies applicable to such areas.
5. Large-scale projects shall be subject to a phasing plan in which each phase is self-sufficient.
6. Public participation in the costs of public facilities, services and amenities within the district shall be determined so as to implement the goals of the district and shall be proportionate to the benefits derived by the community as a whole from public and private development within the district.
7. The future land use plan for the Urban Center and Special Events District that follows is a generalized map of land uses for the district, including approximate locations of subdistrict boundaries and streets within the district. The land use plan shall be implemented through zoning district regulations, by amending the zoning map to determine exact boundaries for the district and subdistricts within the district, and by approval of individual development plans consistent with the policies set forth in the Comprehensive Plan.

THAT the "Special District" sub-section of Section 5.4 The Plan for the Private Use of Land, shall be amended by deleting the existing language in its entirety and replacing it with the following:

## **SPECIAL DISTRICTS**

The Plan identifies three Special Districts in addition to Addison Techport that warrant creative development standards. Initially, policies and a land use plan have been developed only for the Les Lacs Special District.

The use of Special Districts provides a unique opportunity to create development patterns with development and zoning standards differing from the highly compartmentalized patterns which have developed as a result of "conventional" zoning districts and planned development districts employed elsewhere in the Town.

The vision for the Special Districts is derived from a realization that "conventional" zoning has produced a physical environment which guarantees only the separation of land use types and intensities, the emphasis of the automobile over the pedestrian, and the once-common pattern of pedestrian oriented mixed-use neighborhood environments found in small towns.

The characteristics of each of the Special Districts create specific development opportunities as follows:

- **Urban Center** - presents an opportunity for the development of a unique mixed use "town center" due to the successful existing commercial development along Belt Line Road and proximity to both Addison Airport and the Tollway corridor. The new Addison Conference and Theatre Centre complex adds a strong civic component to the land use mix which would be complimented by the development of a major public open space for special events. Residential development would be focused in the area west of Spectrum Drive and would consist primarily of multi-family and townhouse/condominium uses to ensure that a sufficient "critical mass," essential for the development of an active and vital town center, is established. Due to its proximity to the North Dallas Tollway, and the commercial corridor that has developed along it, the area east of Spectrum Drive will be primarily commercial with limited residential uses. Mildred Street, developed as a pedestrian oriented commercial boulevard, would provide a strong open space/urban design link between the two "subdistricts" on either side of Spectrum Drive.

- **Les Lacs** - This area represents Addison's best opportunity for the development of a range of residential uses. However, development of Les Lacs must complement the residential patterns already set by adjacent residential developments - Midway Meadows, a conventional single-family subdivision and Les Lacs Mirada, a condominium complex.

Given the correlation between target markets and product types, the following products are suggested for development:

Luxury homes  
Single-family move-up  
Zero lot-line homes  
Rowhouses  
Move-up multi-family

- **North Addison** - Although a 40-acre tract within North Addison represents this area's greatest residential opportunity and is zoned for single-family development, it has many of the site characteristics typical of multi-family locations. If the owner should seek a re-zoning of this tract, this area represents an opportunity to plan for a variety of multi-family residential densities. It may also contain components of commercial and single-family residential development.

#### **Implementation:**

Goals, objectives and policies will be developed for each special district. It is anticipated that a new zoning district authorizing mixed uses will be needed to implement the goals, objectives and policies. Generally speaking, zoning standards for special districts will consist of land use regulations, street design and development standards and urban design guidelines.

The land use framework for these special districts is to be implemented through a land use plan map, which divides the district into sub-districts. For residential sub-districts, the maximum number of dwelling units permitted per gross acre is specified in conjunction with the land use map. The land use map also depicts the location of thoroughfares and the approximate location of other types of streets within the special district. The land use plan map is to be implemented through new mixed use zoning district.

The street framework diagrams illustrate the armature for development as formed by a hierarchical network of six types of streets specifically developed for those special districts.



These are designed to function as follows:

- Parkway are streets with wide landscaped medians designed and located to provide a somewhat formal organizing element to each district, in the same way that Swiss Avenue and Armstrong Parkway provide points of reference to their respective neighborhoods in Dallas.
- Parking plazas are a modification of the parkway. They function as the parking lots for city, home, or townhouse/condominium housing, shops, restaurants, or small offices, very much like Snider Plaza or Highland Park Village in the Park Cities.
- Boulevards are medianed streets that provide connections between the district and advance areas, as well as the district. Since these streets will accommodate larger volumes of traffic, they must be designed accordingly.
- Principal collectors are streets that serve as local streets but wide enough to permit parallel parking. Because they are relatively short streets, they will not attract large volumes of local traffic and are, therefore, designed at the same scale as the typical collector street in Oak Lawn or Park Cities.
- Residential side streets are short linking streets designed to tie to a network of large streets and boulevards. In most cases, these will be residential streets with parallel parking at a scale similar to the "M" streets located along the east side of Central Expressway between McCommas and Henderson in Dallas.
- "Mews" are small roadways located in urban areas of high density similar to streets in old European cities. These roadways provide access to drop-offs and parking structures, as well as providing pedestrian connections through the district.

The street design standards will be developed to address the street types identified above as well as any other street types which may be identified for each special district. Issues to be addressed include:

- Right-of-way widths
- Street widths and the accommodations of on-street parking
- Neckdowns at intersections and crosswalk improvements

- Sidewalk widths
- Street tree plantings
- Minimum permissible centerline radius standards

The urban design guidelines are intended to create a framework for development initiatives by third party builder/developers which is flexible enough to permit a wide range and mix of land use types, and encourages the integration rather than compartmentalization of land uses; pedestrian activity; less dependence on the private automobile; and the creation of districts which have a sense of community and neighborhood. These will become part of the amendments to the Comprehensive Zoning Ordinance for the Town of Addison that incorporates these new districts.

Issues to be addressed in the urban guidelines include:


- The relationship between a land use type and the type of street upon which it may occur.
  - Building-to lines rather than front setback lines, reinforcing the street corridor. Setting these build-to lines at smaller dimensions than what is commonly required for front setbacks result in a street which has a smaller, pedestrian oriented scale.
  - Building heights and widths.
- 
- The exterior appearance of buildings.
  - The location and screening of parking and service facilities.

DULY PASSED BY THE CITY COUNCIL OF THE TOWN OF ADDISON,  
TEXAS, this the 17th day of July, 1995.



Mayor

ATTEST:



City Secretary

OFFICE OF THE CITY SECRETARY

RESOLUTION NO. R95-061

Town of Addison  
Amendments to Comprehensive Plan  
Urban Center & Special Events District

Amend section 4.8.2 Old Addison District of the Town of Addison Comprehensive Plan, by deleting existing language in its entirety and replacing it with the following:

**4.8.2 Urban Center & Special Events District**

**Goal:** To create the opportunity for a special mixed use district that integrates higher density residential uses, retail and office uses and special events (public) uses compatible with airport uses to the west, and commercial uses (Tollway and Belt Line corridors) to the east and south. The district should build upon existing public facilities, such as the Addison Conference and Theatre Centre and the private uses in Old Addison to create a public-private interface that maximizes use of the area as a special events center and as a dynamic residential community. Development within the area should be urban in character, with mixed residential and retail uses designed to achieve a small-scale urban character in order to maximize the potential for interaction of residents. The focus of the district should be the development of a pedestrian oriented commercial boulevard along Mildred Street with a wide, landscaped median suitable for the staging of special events. In addition, the area south of the Addison Conference and Theatre Centre should be designed as a major public open space suitable for civic uses and special events.

**Objectives:**

1. Define the boundaries, including where necessary subdistrict boundaries, and an appropriate range of land uses, densities and intensities for the district.
2. Create a future land use map for district.
3. Implement the goal, objectives and policies of the district through zoning district regulations and zoning decisions.
4. Create a development pattern based upon a small scale street grid system.
5. Integrate public uses with private uses, preserving the landmark characteristics of the Addison Conference and Theatre Centre and creating integrated public spaces for public events.
6. Encourage the development of integrated building types mixing office, retail and multi-family residential uses.

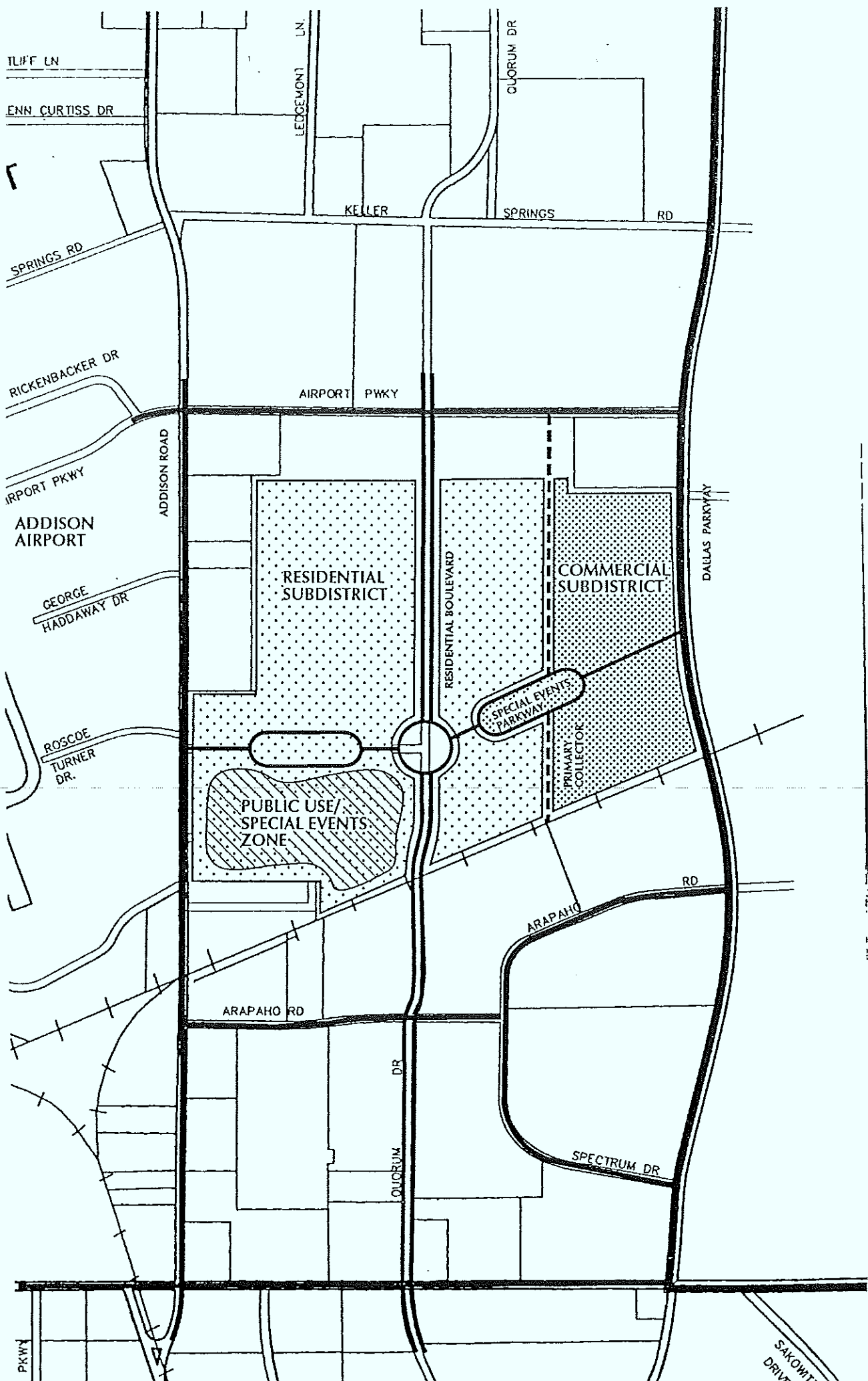
7. Create an open space and recreation plan for the district that allows both special events and those public uses intended to serve the residents of the district.
8. Create a residential community with unique urban characteristics that will form add special character to the Town.
9. Establish design standards that facilitate mixed uses and achieve a small-scale, urban character.
10. Promote long-term economic development of the Town by encouraging mixed public and private development within the Urban Center & Special Events District.

### Policies

1. Development within the district shall be subject to approved land use plans that integrate residential and non-residential uses, and public and private uses.
2. Residential subdistricts shall maintain a ratio of 70% residential uses to 30% non-residential uses.
3. Open space shall be provided within the district at a ratio of approximately 3 acres of public land for every 1000 residents of the district.
4. Development within the district shall be subject to design standards that further the goals and objectives of the district, including street standards, landscape standards and dimensional standards.
5. Land uses authorized in the Urban Center & Special Events District shall be compatible with adjacent land uses consistent with comprehensive plan policies applicable to such areas.
6. Large-scale projects shall be subject to a phasing plan in which each phase is self-sufficient.
7. Public participation in the costs of public facilities, services and amenities within the district shall be determined so as to implement the goals of the district and shall be proportionate to the benefits derived by the community as a whole from public and private development within the district.
8. The future land use plan for the Urban Center and Special Events District that follows is a generalized map of land uses for the district, including approximate locations of subdistrict boundaries and streets within the district. The land use plan shall be implemented through

zoning district regulations, by amending the zoning map to determine exact boundaries for the district and subdistricts within the district, and by approval of individual development plans consistent with the policies set forth in the Comprehensive Plan.

[Insert here future land use plan for district]



CLIFF LN

KENN CURTISS DR

LEDGEMONT LN

CLORUM DR

KELLER

SPRINGS

RD

SPRINGS RD

RICKENBACKER DR

AIRPORT PKWY

ADDISON ROAD

AIRPORT PKWY

ADDISON AIRPORT

GEORGE HADDAWAY DR

RESIDENTIAL SUBDISTRICT

RESIDENTIAL BOULEVARD

COMMERCIAL SUBDISTRICT

DALLAS PARKWAY

ROSCOE TURNER DR

PUBLIC USE/SPECIAL EVENTS ZONE

SPECIAL EVENTS PARKWAY

PRIMARY COLLECTOR

RD

ARAPAHO

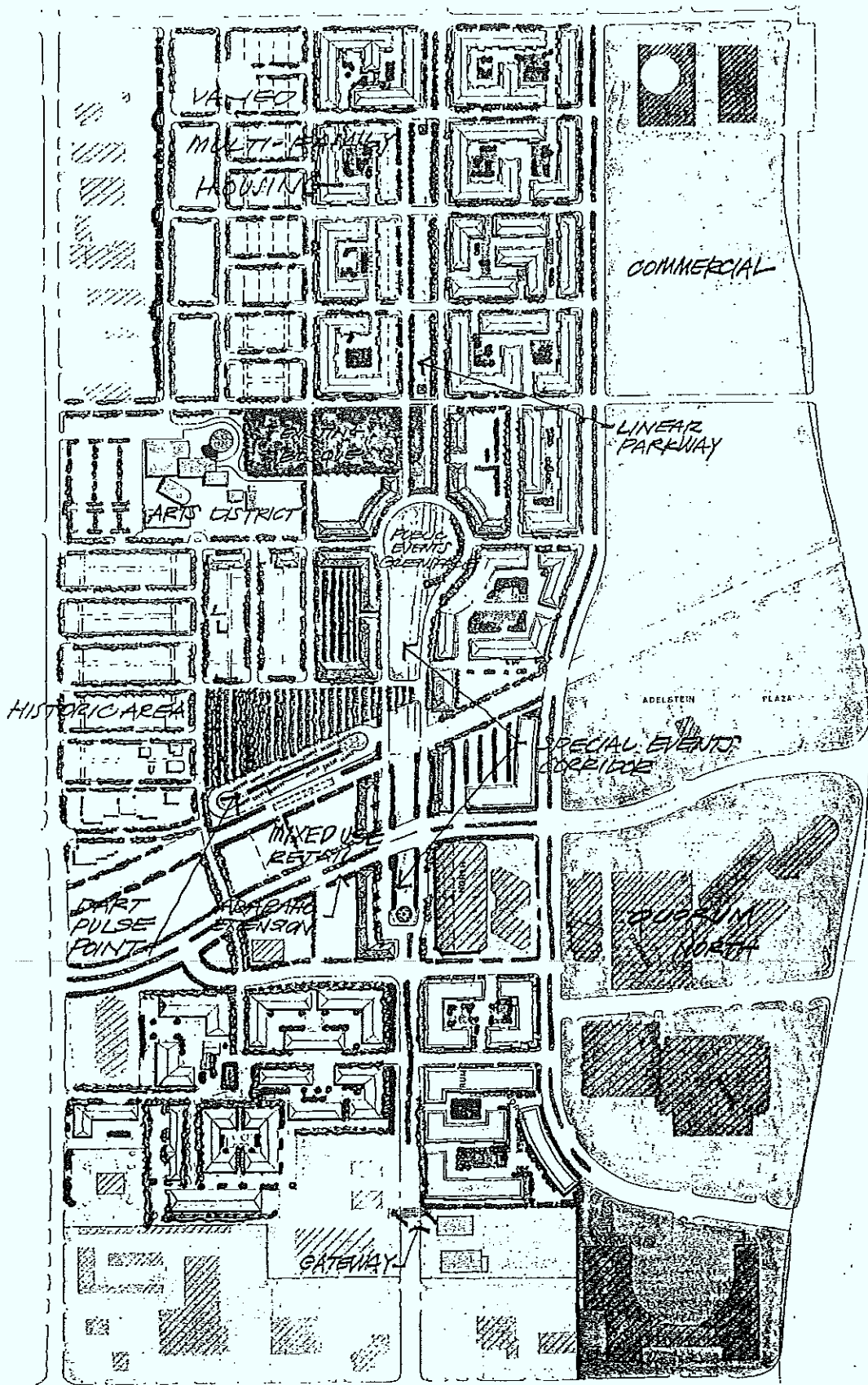
ARAPAHO RD

CLORUM DR

SPECTRUM DR

PKWY

SAKOWITZ DRIVE



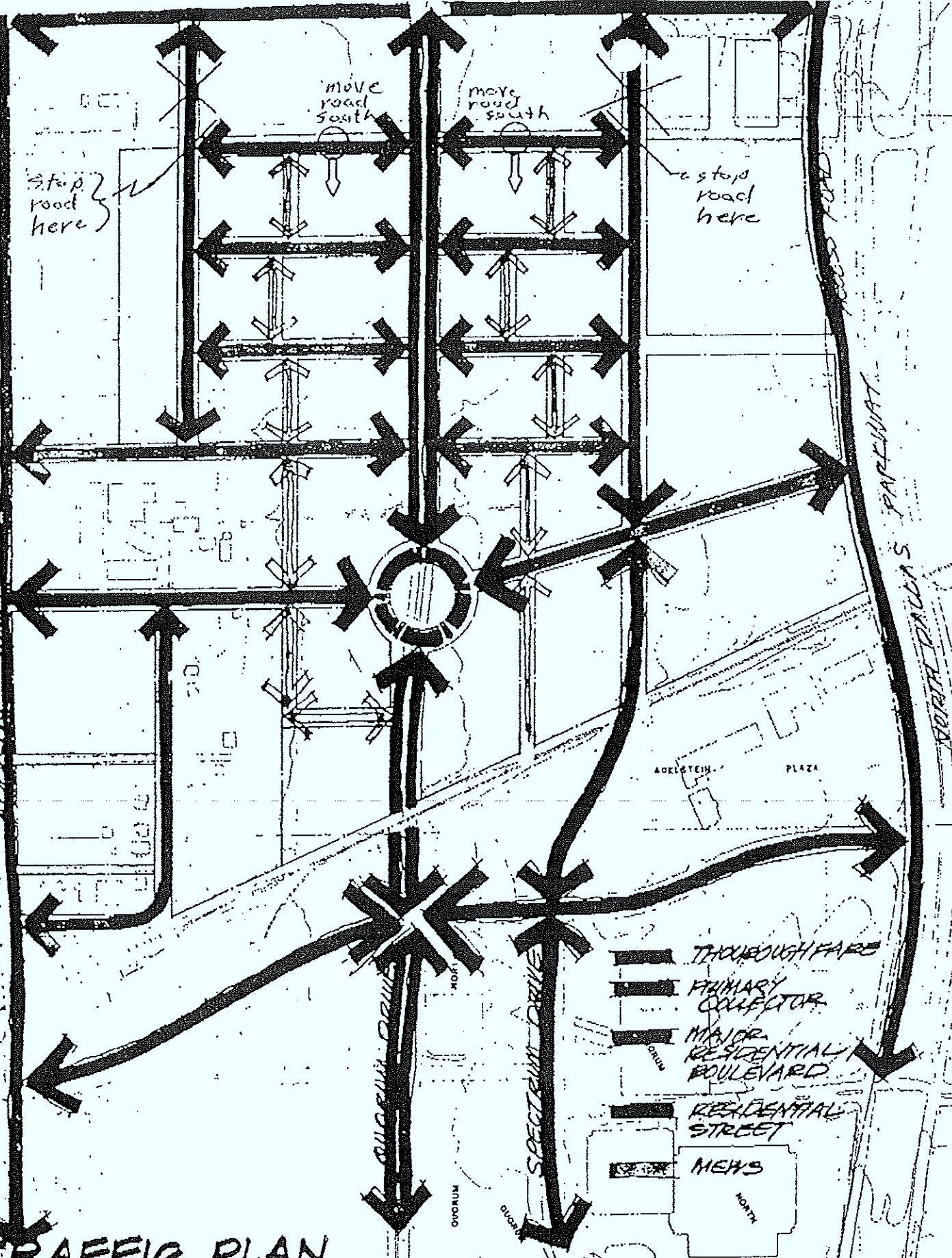
# SPECIAL EVENTS DISTRICT MASTERPLAN



**Special District Planning**

Quorum Area • Addison, Texas

RTKL Associates Inc.



**TRAFFIC PLAN**

**Annual Budget**



**Town of Addison, Texas**

1994
1995



4  
5.8 SPECIAL DISTRICTS:

The Plan identifies three Special Districts in addition to Addison Techport that warrant creative development standards. Initially, policies and a land use plan have been developed only for the Les Lacs Special District.

The use of Special Districts provides a unique opportunity to create development patterns with development and zoning standards differing from the highly compartmentalized patterns which have developed as a result of "conventional" zoning districts and planned development districts employed elsewhere in the Town.

The vision for the Special Districts is derived from a realization that "conventional" zoning has produced a physical environment which guarantees only the separation of land use types and intensities, the emphasis of the automobile over the pedestrian, and the once-common pattern of pedestrian oriented mixed-used neighborhood environments found in small towns.

The site characteristics of each of the Special Districts create specific development opportunities as follows:

- Urban Center--presents an opportunity for the development of a unique mixed use "town center" due to the successful existing commercial development along Belt Line Road and proximity to both Addison Airport and the Tollway corridor. The new Addison Conference and Theatre Centre complex adds a strong civic component to the land use mix which would be complimented by the development of a major public open space for special events. Residential development would be focused in the area west of Spectrum Drive and would consist primarily of multi-family and townhouse/condominium uses to ensure that a sufficient "critical mass," essential for the development of an active and vital town center is established. Due to it's proximity to the North Dallas Tollway, and the commercial corridor that has developed along it, the area east of Spectrum Drive will be primarily commercial with limited residential uses. Mildred Street, developed as a pedestrian oriented commercial boulevard, would provide a strong open space/urban design link between he two "subdistricts" on either side of Spectrum.
- Les Lacs--*(No change anticipated)*
- North Addison *(no change anticipated)*

**Implementation:**

Goals, objectives and policies will be developed for each special district. It is anticipated that a new zoning districts authorizing mixed uses will be needed to implement the goals, objectives and policies. Generally speaking, zoning standards for special districts will consist of land use regulations, street design and development standards and urban design guidelines.

The land use framework for these special districts is to be implemented through a land use plan map, which divides the district into sub-districts. For residential sub-districts, the maximum

number of dwelling units permitted per gross acre is specified in conjunction with the land use map. The land use map also depicts the location of thoroughfares and the approximate location of other types of streets within the special district. The land use plan map is to be implemented through new mixed use zoning districts.

The street framework diagrams illustrate the armature for development as formed by a hierarchical network of six types of streets specifically developed for those special districts.

These are designed to function as follows:

- Parkway are streets with wide landscaped medians designed and located to provide a somewhat formal organizing element to each district, in the same way that Swiss Avenue or Armstrong Parkway provide points of reference to their respective neighborhoods in Dallas. Building development along this type of street is expected to be grander in scale with opportunities for landmark buildings such as schools, churches or civic buildings.
- Parking plazas are a modification of the parkway. They function as the parking lots for city, home or townhouse/condominium housing, shops, restaurants or small offices, very much like Snider Plaza or Highland Park Village in the Park Cities.
- Boulevards are medianed streets that provide connections between the district and advance areas, as well as the district. Since these streets will accommodate larger volumes of traffic, they must be designed accordingly.
- Principal collector are streets that serve as local streets but wide enough to permit parallel parking. Because they are relatively short streets, they will not attract large volumes of local traffic and are, therefore, designed at the same scale as the typical collector street in Oak Lawn or Park Cities.
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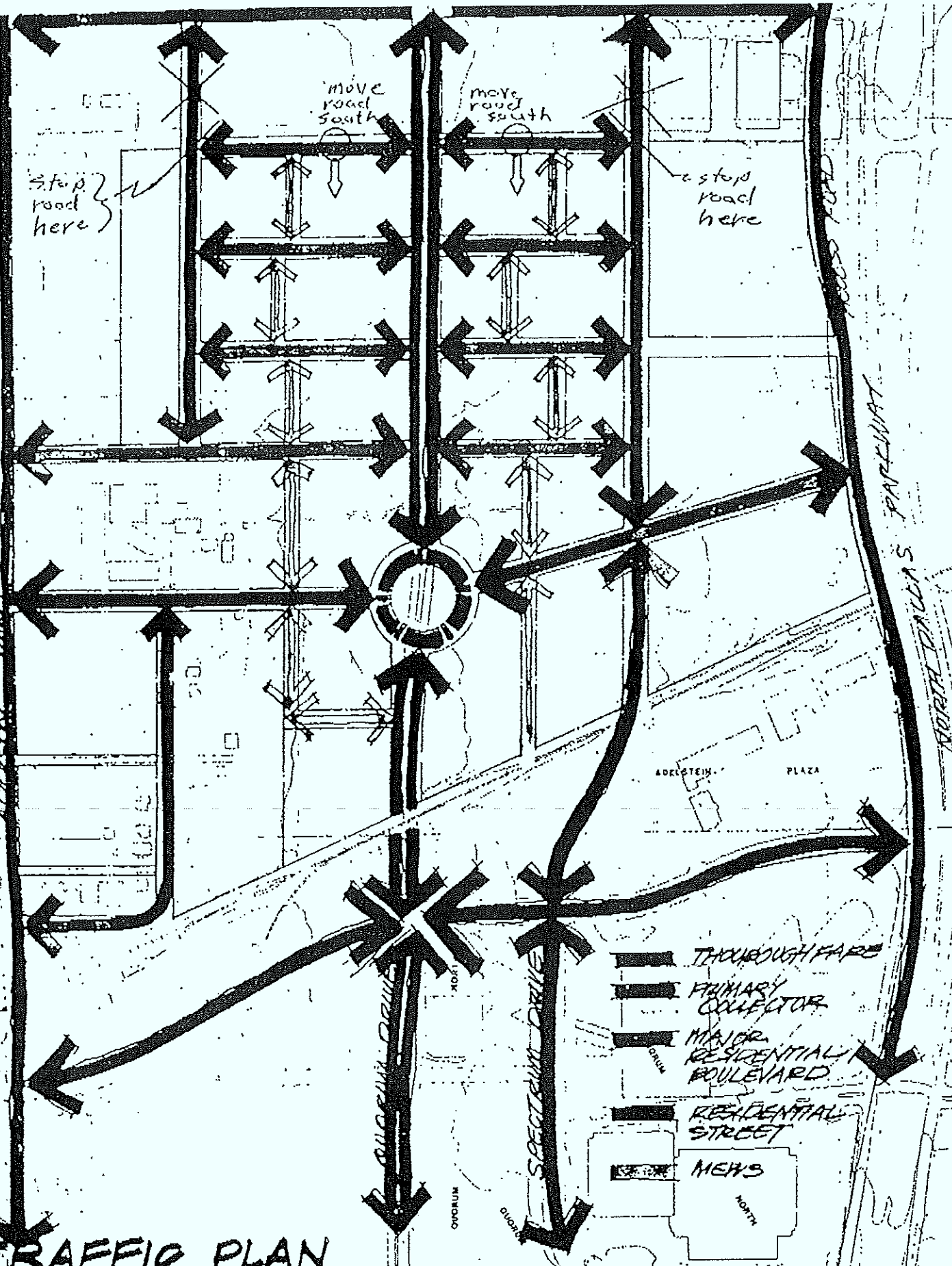
The street design standards will be developed to address the street types identified above as well as any other street types which may be identified for each special district. Issues to be addressed include:

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- Street tree plantings
- Minimum permissible centerline radius standards

The urban design guidelines are intended to create a framework for development initiatives by third party builder/developers which is flexible enough to permit a wide range and mix of land use types, and that encourages the integration rather than compartmentalization of land uses; pedestrian activity; less dependence on the private automobile; and the creation of districts which have a sense of community and neighborhood. These will become part of the amendments to the Comprehensive Zoning Ordinance for the Town of Addison that incorporates these new districts.

Issues to be addressed in the urban design guidelines include:

- The relationship between a land use type and the type of street upon which it may occur.
- Building-to lines rather than front setback lines, reinforcing the street corridor. Setting these build-to lines at smaller dimensions than what is commonly required for front setbacks result in a street which has a smaller, pedestrian oriented scale.
- Building heights and widths.
- The exterior appearance of buildings.
- The location and screening of parking and service facilities.



**TRAFFIC PLAN**

**Annual Budget**

1994
1995



COPY

RESOLUTION NO. R96-002

A RESOLUTION BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS, AMENDING THE LAND USE MAP OF THE COMPREHENSIVE PLAN IN ORDER TO PROVIDE FOR A CHANGE FROM COMMERCIAL TO RESIDENTIAL WITH A TOWNHOME DENSITY, LOCATED ON 6.41 ACRES ON BELTWAY DRIVE, WEST OF MIDWAY ROAD.

WHEREAS, in May, 1995, the town considered an amendment to the Comprehensive Plan to provide for a change from a retail use to a residential use for the 6.41 acre tract on the south side of Beltway Drive at the intersection of Midway Road; and

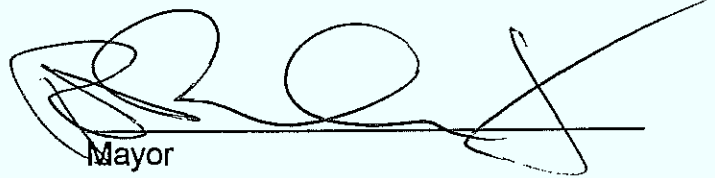
WHEREAS, the developer, Mr. Randy Nolan, has requested a change in zoning from a Planned Development district with retail uses to a single-family residential use with a Townhome density; and

WHEREAS, since the request is not in accordance with the Comprehensive Plan, the plan would need to be amended prior to the request being approved; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

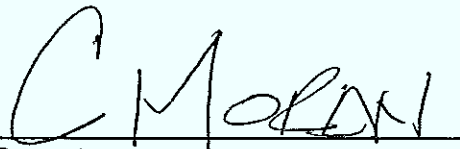
THAT, the City Council does hereby approve amending the Land Use Map of the Comprehensive Plan in order to provide for a change from Commercial to Residential with a Townhome density, located on 6.41 acres on Beltway Drive, west of Midway Road.

DULY PASSED BY THE CITY COUNCIL OF THE TOWN OF ADDISON,  
TEXAS, this the 9th day of January, 1996.



Mayor

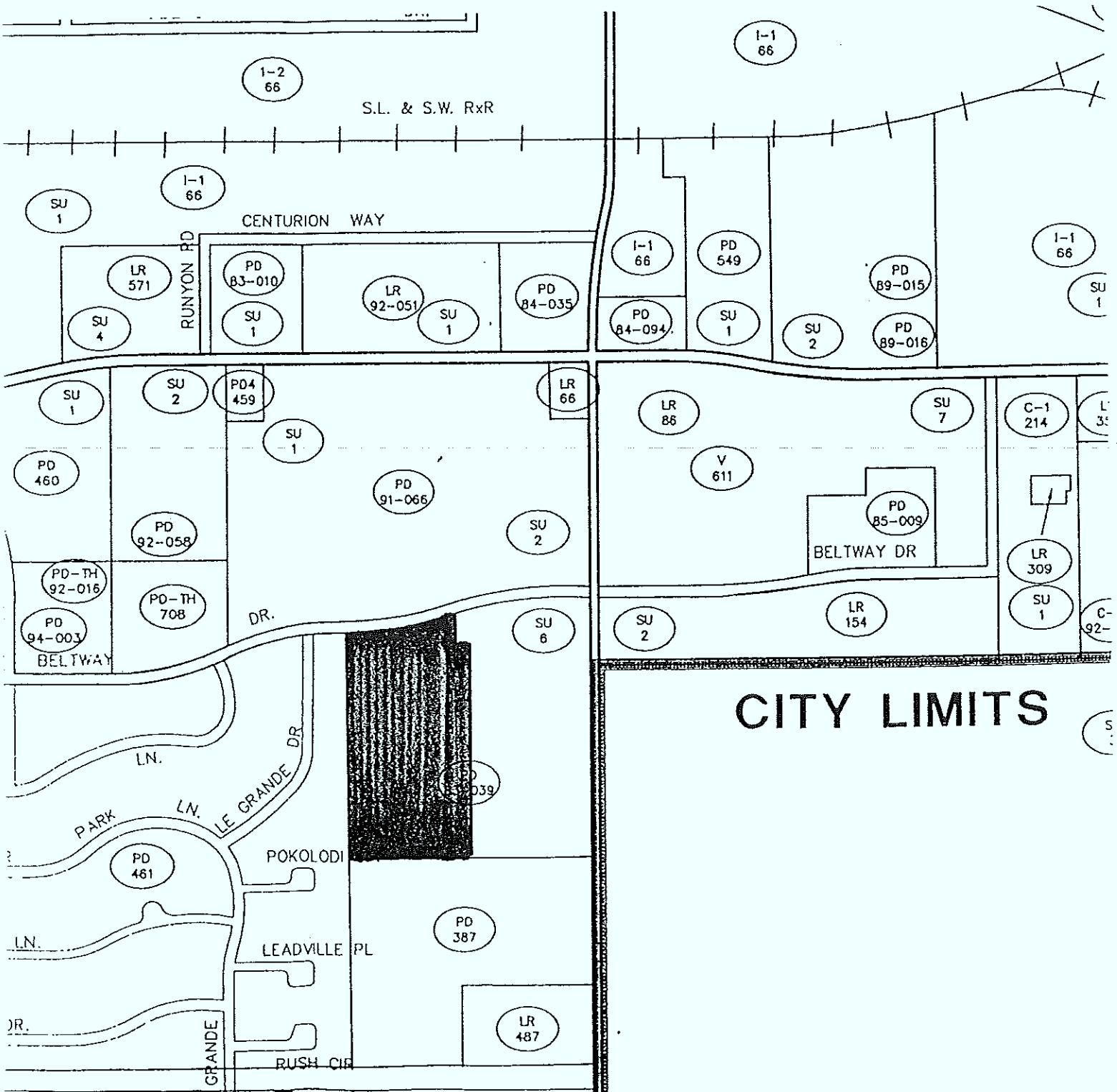
ATTEST:



City Secretary

# Comprehensive Plan Amendment

Comprehensive Plan Amendment. Requesting approval of an amendment to the Land Use Map of the Comprehensive Plan in order to provide for a change from Commercial to Residential with a Townhome density, located on 6.263 acres on Beltway Drive, west of Midway.





## Belt Line Corridor Vision

### BACKGROUND

**Belt Line Road is Addison's "Main Street"**. Until recently it was one of the strongest restaurant and retail corridors in the region. However, due to competition from other communities to the north, the loss of Prestonwood Mall, and the Dallas area's northward expansion, Addison's Belt Line Road corridor has suffered.

Addison once had the advantage of being the only city in the northern tier to have both "liquor by the drink" and "sale of alcohol for off-premises consumption, or package stores for wine, beer, and alcohol. Therefore, two major hotels located in Addison in the early 1980s. Those hotels helped Addison draw Class A office buildings, and those buildings, along with "liquor by the drink" allowed Addison to support over 100 very successful restaurants, most of which located on Belt Line. More recently, neighboring municipalities have adopted more liberal alcoholic sales rules for both on-premises and off-premises sale of alcohol, and the market has responded to the new landscape. Farmers Branch, Carrollton, Frisco, and Plano have all expanded their regulations to entice restaurants with beer, wine and liquor sales. While this had caused a short-term decline in both restaurant and package store sales, it has created an opportunity for Addison to "re-invent" this important corridor and diversify and strengthen the uses along it.

**A successful Belt Line Corridor is a key to diversifying the City and making it more sustainable.** Besides the Tollway, Belt Line Road is the Town's most important commercial corridor. It represents the lion's share of the Town's sales tax revenues and it is a prime contributor to the Town's image and identity.

"Reinventing" the corridor to be a pedestrian-oriented mixed use area should attract young professionals and empty nesters with a high level of disposal income — much like Addison Circle. This new population would support the retail and restaurant activity that Addison is known for. With the addition of enhanced streetscaping, a smaller blocks structure and pedestrian-orientated development in association with the housing, the area can become a place which is unique in the region and will attract continuing reinvestment over the long term.

The new connection of Arapaho Road through the district will provide another front door to regional traffic, remove some through-movement traffic movements from Belt Line and open further opportunities for development.

### POLICIES

1. **Identify sub-districts that will create a focus for re-investment.** The corridor should be more than a roadway connecting pad sites and strip centers. It should establish "places" with special identities that will provide a varied marketplace for private investment. The districts are:

- Les Lacs Village (between Marsh and Midway)
- Addison Dining District (generally between Midway and the Tollway)
- Addison Epicurean District (centered on Belt Line and Inwood Road)
- Addison Village (east of the Tollway)

**Les Lacs Village** should become a mixed use retail, residential and office district. Residential uses in this district should be able to capitalize on neighborhood amenities such as the adjacent Addison Athletic Club and the Les Lacs jogging trail. An extension of the Les Lacs jogging trail (which lies within a TXU power easement) north across Belt Line Road should help tie the residential opportunities north of Belt Line to the neighborhood on the south side of Belt Line.

**Addison Dining District** should become a vibrant mixed-use retail, restaurant and residential district. This area should be expanded southward to incorporate under-utilized properties down to just south of the east-west section of Beltway. This can be accomplished through the creation of smaller blocks which would put in place a more convenient and efficient circulation for pedestrians and automobiles. Residential will be limited to the area west of the north-south section of Beltway due to the noise contours from Addison Airport which cross Belt Line to the east.

**Addison Epicurean District** should become a center for sales, education and distribution of wine and other beverages, but it should also be a center for fine meats, seafood, fruits, vegetables, fresh breads, cheeses, and flowers. This area has long been known for its wine and liquor offerings, but to keep it sustainable for the long term, the offerings should be expanded to all epicurean items. It should be developed with the feel of a European market or shopping district, where bakers, gourmet shops, and fine food purveyors are located adjacent to the existing liquor stores. This area should be a positive complement to the Addison Dining District which is immediately adjacent. It should host special events such as cooking exhibitions and wine tastings which will draw visitors both locally and regionally to enjoy the "tastes of Addison". In order for Addison to stay competitive with surrounding cities that also sell alcohol, it should increase the offerings to include other gourmet items beside wines and liquors. It should also heighten the amenity level and ambiance of this district. Dramatic lighting and architectural elements should be considered that would make shopping for alcoholic beverages and other epicurean items more of a recreational experience - similar to browsing in a gourmet market as opposed to a regular grocery store.

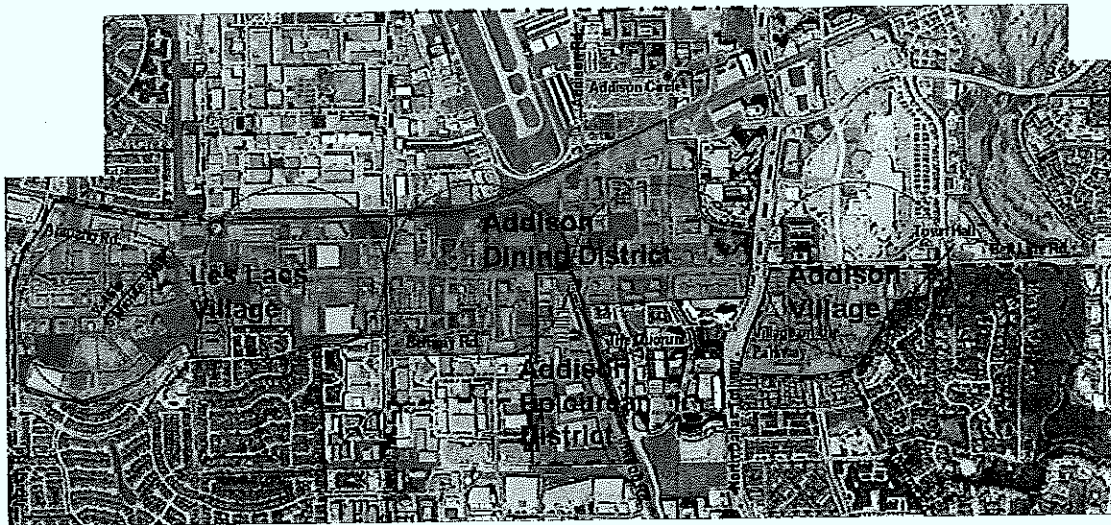
**Addison Village** should be a mixed use residential and civic area that focuses on Village on the Parkway retail center and City Hall. Clearing up the street pattern by removing Sakowitz Drive and enhancing pedestrian movement at Montfort and Belt Line would more closely

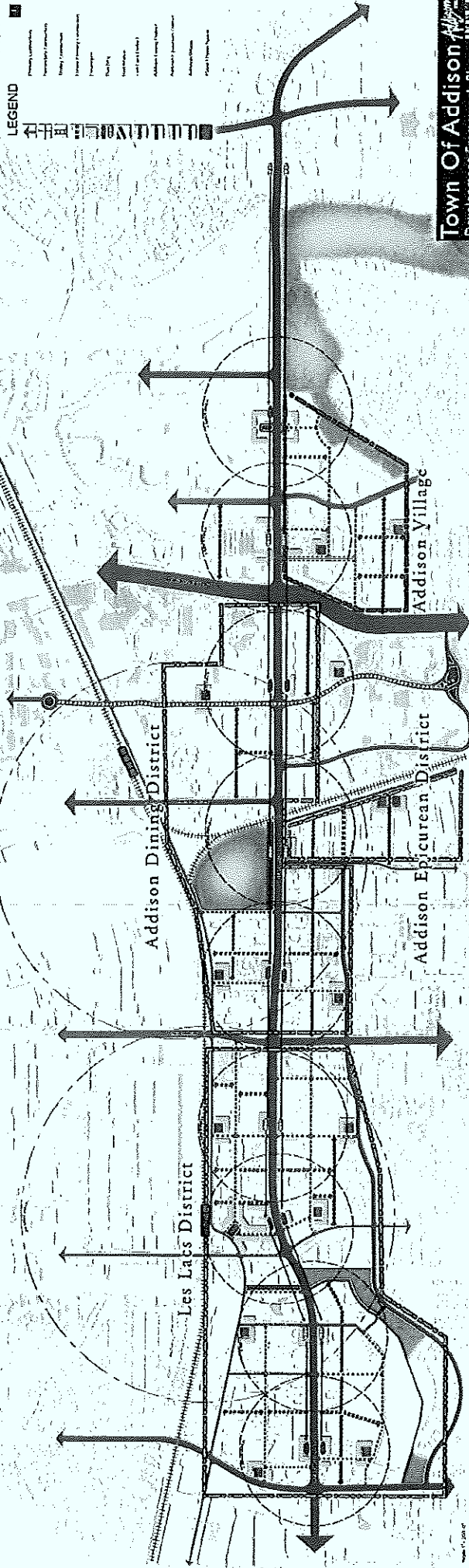
connect retail across and tie into existing and future residential development. The Creek behind Town Hall would provide a pedestrian corridor from several bordering neighborhoods to the Shops.

2. **Enhance Belt Line Road to become a grand “Belt Line Boulevard”.** Based on the grand boulevards of Europe, such as, the Champs Elysee, Belt Line should function and be landscaped as a memorable roadway and a focus for the region. It connects throughout the Dallas area and it would provide identity for the Town, a theme for redevelopment and infill, and a focus for business and residential investment.

A Grand Belt Line Boulevard would be unique in the region and should be designed to accommodate transit or trolley service connecting to the Addison Circle transit station in the future. This will further enhance mobility and reinforce pedestrian movement to create a true transit village identity.

3. **Create a series of architectural elements and entryways along its length.** This will help to further identify special districts and establish themes. These should include such things as featured treatments at the major intersections, and public open spaces or plazas that provide a focus for the districts.
4. **Capitalize on future transit to improve sustainability.** The timing of DART rail service to Addison is still in question, but at some point in the future it will be a reality. Even in the short term, however, some type of fixed rail trolley service connecting across Belt Line and up into Addison Circle may be feasible. This service should connect existing and future residents to a rich variety of retail and restaurant activity. Young professionals, empty nesters and retirees are strongly attracted to transit-oriented development.





LEGEND

- Priority Corridors
- Transportation Corridors
- Energy Corridors
- Highway Corridors
- Highway Interchanges
- Parkways
- Bike Paths
- Waterways
- Addison Energy Center
- Addison Water Treatment Plant
- Public Transit Station

**TOWN OF ADDISON, TEXAS  
ORDINANCE NO. 007-028**

**AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING THE TOWN'S COMPREHENSIVE PLAN BY INCLUSION OF GOALS AND POLICIES FOR THE BROOKHAVEN VILLAGE NEIGHBORHOOD AND BY INCORPORATING A CONCEPT DIAGRAM AND CONNECTIONS DIAGRAM OF THE BROOKHAVEN CLUB AREA; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Brookhaven Club, which is defined by Spring Valley Road on the North, Marsh Lane on the West, Brookhaven Community College on the south, and the Town limit on the east, was constructed in the early 1970s and was the first multi-family neighborhood in Addison; and

**WHEREAS**, the area is located along Farmers Branch creek and is one of the most geographically desirable neighborhoods in Addison; and

**WHEREAS**, all multi-family units in the area have been purchased by a real estate investment trust, which believes there is a strong market for mixed residential and non-residential development within the area; and

**WHEREAS**, the Brookhaven area provides an opportunity to create an exciting new sustainable pedestrian-oriented community within the Town of Addison; and

**WHEREAS**, the area offers an opportunity to redevelop a neighborhood that can have a palpable "sense of community" because people do not have to move out when their housing needs change. Residents can get to know their neighbors and stay engaged because they are committed to the community.

**WHEREAS**, the new Brookhaven neighborhood will feature a diversity in unit type so that a range of household types are attracted and residents are provided with opportunities to move up or down to units of different sizes and with different amenities; and

**WHEREAS**, a key ingredient to creating desirable and sustainable communities is providing connections between home, work, recreation, retail, dining, and education; and

**WHEREAS**, Brookhaven Village residents would be able to walk or bicycle to Greenhaven Village Shopping Center at the southeast corner of Spring Valley and Marsh, Brookhaven Community College, Greenhill School, Brookhaven Country Club, and Addison's trail system and Athletic Center; and

**WHEREAS**, the corridor along the creek, which is named "Farmers Branch" provides an opportunity to preserve flood plain and create an open space amenity with trails that will connect

to Brookhaven Community College, to the Town's trail system and Athletic Center, and provide an important link in a Town-wide trail system; and

**WHEREAS**, the new development should sensitively respond to the unique conditions of this neighborhood and the environment of north central Texas, following principles established by a Brookhaven Sustainability Program, which will be developed by the Town, and

**WHEREAS**, the City Council, after due notice, convened a public hearing on September 11, 2007, to consider the recommendation of the Planning and Zoning Commission on the Plan Amendments and to take public testimony thereon; and

**WHEREAS**, after taking public testimony and due deliberations and consideration of the recommendation of the Planning and Zoning Commission and the information and other materials received at the public hearing, the City Council has concluded that adoption of the Plan Amendments is in the public interest and that the Town's Comprehensive Plan should be amended to incorporate the Plan Amendments;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:**

Section 1. Incorporation of Premises. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. Plan Amendments. The Comprehensive Plan of the Town of Addison, Texas, is hereby amended by incorporating the Plan Amendments, attached hereto and incorporated by reference herein as Exhibit A.

Section 3. No Other Amendment; Savings. Except for the amendment and change made herein, the PD Ordinance is not otherwise amended hereby, and all other provisions thereof shall remain in full force and effect. This Ordinance shall be cumulative of all other ordinances of the City and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance.

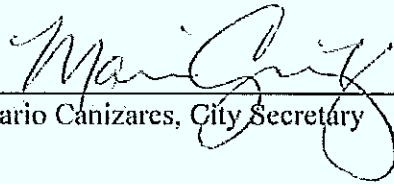
Section 4 Severability. The sections, paragraphs, sentences, phrases, clauses and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 5. Effective Date. This Ordinance shall become effective from and after its date of passage and publication as may be required by law.

**PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this 11th day of September, 2007.

  
\_\_\_\_\_  
Joe Chow, Mayor

ATTEST:

By:   
\_\_\_\_\_  
Mario Canizares, City Secretary

**Addison Comprehensive Plan  
Amendments to the Plan for the Brookhaven Club Neighborhood  
Goals and Policies**

**Goals**

- 1) **Re-branding.** The Brookhaven Club neighborhood has been a wonderful residential neighborhood for many years. However, this new redevelopment gives the area an opportunity to re-brand and re-invent itself as a completely new, urban style, neighborhood. The new redevelopment may possibly be re-named at a later date by the developer, with approval from the Town, but for the purposes of this plan amendment, the area is referred to as the "Addison Village" area. The Addison Village is defined by Spring Valley Road on the North, Marsh on the West, Brookhaven Community College on the South, and the Town limit on the East, provides an opportunity to create an exciting new sustainable pedestrian-oriented community within the Town of Addison.
- 2) **Sustainable Community.** A residential development becomes a true "neighborhood" when it offers a mix of uses including retail and restaurants, pedestrian-orientation, and a range of housing types to accommodate a person's full life-cycle. This is the type of neighborhood that can develop a palpable "sense of community" because people do not have to move out when their housing needs change. Residents get to know their neighbors and stay engaged because they are committed to the community. These are also the types of neighborhoods that will attract reinvestment over time.
- 3) **Residential Unit Type.** It is important to diversify the unit type in the Addison Village so that a range of household types are attracted, and residents are provided with opportunities to move up or down to units of different sizes and with different amenities; leased and owned.
- 4) **Neighborhood Retail.** Greenhaven Village Shopping Center has the opportunity to both retain its auto-oriented business from Marsh and Spring Valley and to create a new destination in the area by adding "third place" neighborhood oriented retail. This pedestrian environment has proven successful throughout the region in conjunction with higher density residential projects like Addison Circle, Legacy Town Center, West Village, and others.
- 5) **Connections.** A key ingredient to creating desirable and sustainable communities is providing connections – connections



**Third Places**

Sociologist Ray Oldenburg coined the phrase "Third Places" to describe locations other than home (the first place) or work (the second place) that provide an informal gathering spot in which boundaries such as professional disciplines, social standing, or corporate rank are not recognized, and informal networking and chance conversations among patrons can lead to exchanges of ideas. They are also often used as ad hoc work and meeting places by clientele not tied to a traditional workplace, setting the stage for still more chance interactions. Coffee shops, pubs, alfresco cafes, and even bookstores can qualify as third places.



between home, work, recreation, retail, dining, and education.

Addison Village residents would be able to walk or bicycle to Greenhaven Village Shopping Center at the Southeast corner of Spring Valley and Marsh, Brookhaven Community College, Greenhill School, and Addison's trail system and Athletic Center.

- 6) **Creek Corridor.** The corridor along the creek provides an opportunity to preserve flood plain and create an open space amenity with trails that will connect to Brookhaven Community College and the Town's trail system and Athletic Center. This corridor will provide an important link in a Town-wide system connecting all areas of the Town. This will be a major amenity for residents.
- 7) **Access.** Addison Village should be enhanced to provide a signature tree lined street with parking, entry features, and distinctive intersections and architectural treatments, as illustrated in the Addison Village Concept Diagram, it could also include a trail that would connect the Town's trail system to Farmers Branch and Brookhaven Country Club.

A new diagonal roadway from Marsh to the Community College, called Brookhaven Commons Drive, on the diagram, would create a central focus for the community and provide a new entry to both the Village neighborhood and the Community College. This would also serve as an important pedestrian corridor to connect with the retail area.

- 8) **Environmental Responsiveness.** New development should sensitively respond to the unique conditions of this neighborhood and the environment of north central Texas.

Following principles established for LEED certification of buildings (Leadership in Energy and Environmental Design) and neighborhoods (LEED-ND) by the U.S. Green Building Council (USGBC) as well as Energy Star and other energy conservation practices and programs, the site and building layout and design should address such issues as:

- Neighborhood layout, diversity of uses and linkages to surrounding areas to facilitate pedestrian and bicycle movement and outdoor use.
- Design of pedestrian paths, streets, and public areas including providing shade green areas and places for social gathering and interaction.
- The orientation, design, and construction of new and renovated buildings to minimize net energy and water use and improve air quality.

## Policies

1. **Create an enhanced tree-lined Brookhaven Club Drive (which may be re-named) with on-street parking to slow traffic, a round-about to discourage through traffic, and pedestrian and bicycle trail.**
2. **Create a new street that crosses Brookhaven Club Drive at 90 degrees and provides a new entrance to the community from Marsh Lane through Greenhaven Village Shopping Center, and a ceremonial entrance to Brookhaven Community College from the north.**

An enhanced Brookhaven Club Drive and the new street will help establish a village identity and provide a high quality armature around which the new neighborhood can be built.

The new street also offers the opportunity to provide a prime location for performing art, cultural and civic facilities. It should not however, handle any service traffic for the College.

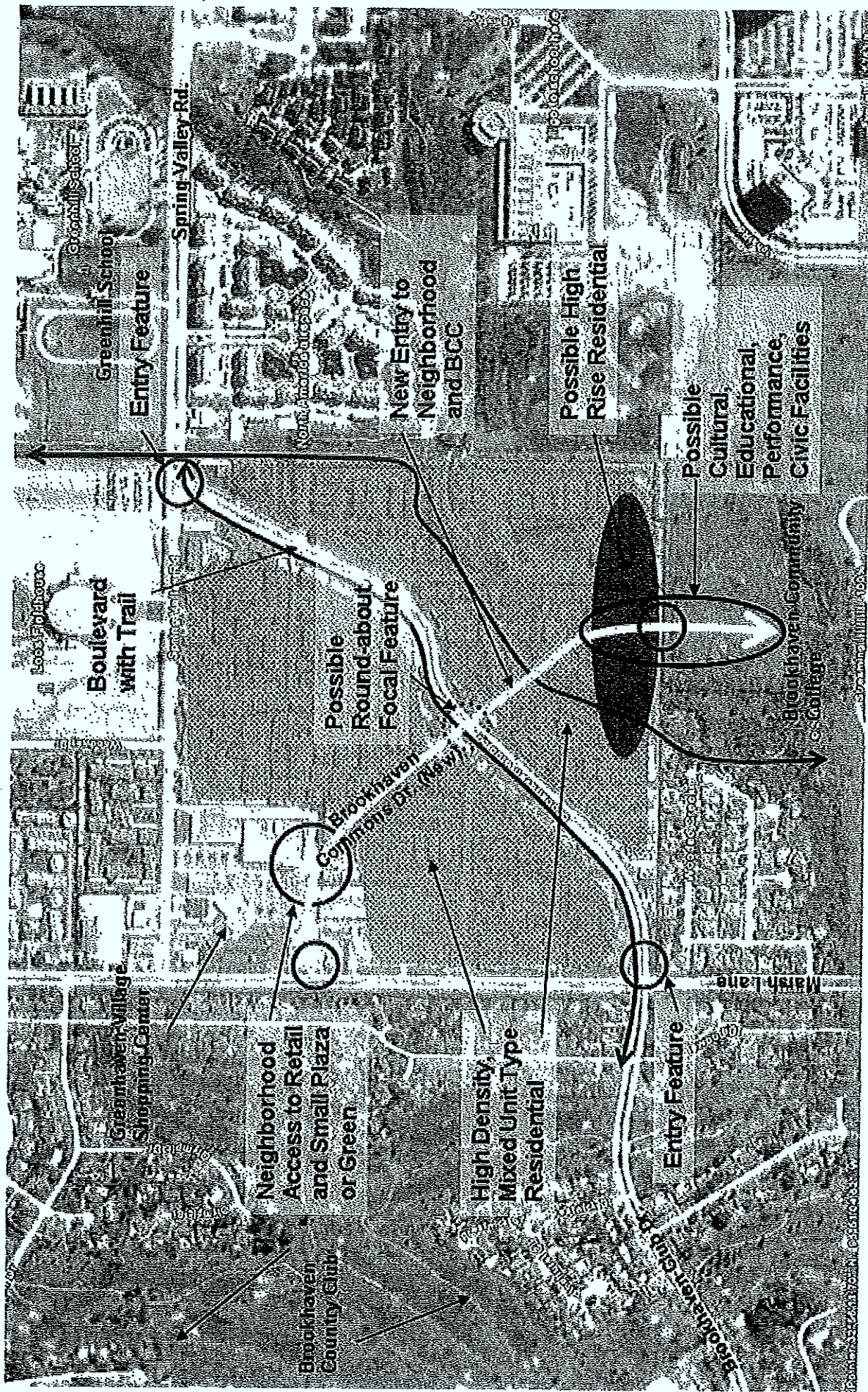
3. **Encourage a blend of residential unit types including town home and condominium/apartment; as well as high rise and low rise.**

As often as possible, provide that all residential units at grade have windows and front door entries which face the sidewalk.

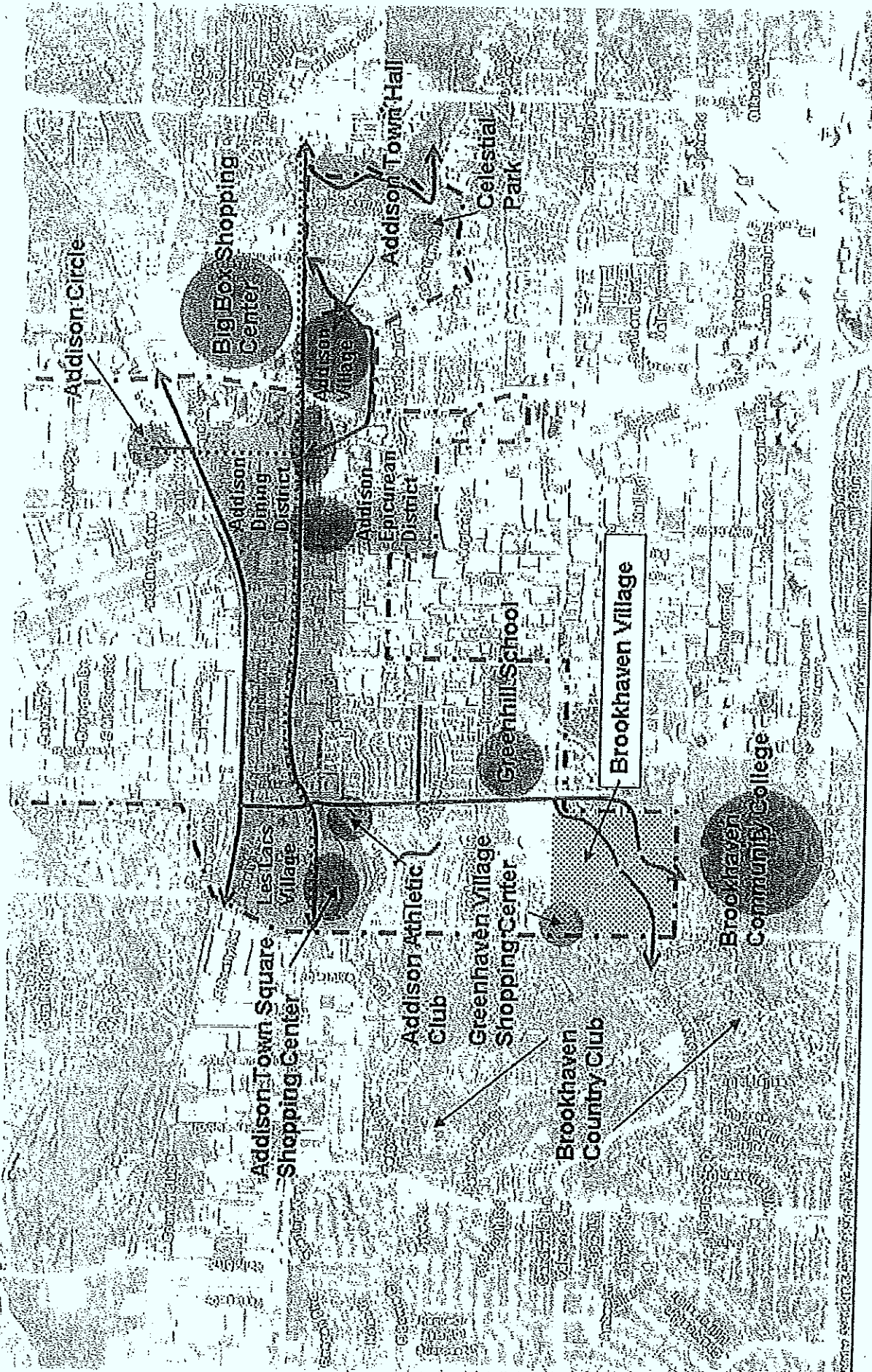
4. **Work with retail property owners to create a neighborhood-oriented "third place" environment that is well connected to the Village.**
5. **Work with developers to include connections within and through their developments that will provide residents with greater non-vehicle-oriented connections.**

This could include a trail along the enhanced Brookhaven Club Drive and along the creek area which runs through the neighborhood.

6. **Investigate and pursue options for an environmentally sustainable community, including following LEED standards for building and neighborhood design.** This may include compliance with The Brookhaven Sustainability Program, which could be created as a component of the Planned Development zoning ordinance for this area.



*Addison* Brookhaven Village  
**CONCEPT**



**Legend**

Trails	Schools
Possible Transit	Retail
	New Road

*Addison!* Brookhaven Village  
**CONNECTIONS DIAGRAM**

## Council Agenda Item: #WS3

**AGENDA CAPTION:**

Discussion regarding Town Meeting presentations.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

n/a

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available

## Council Agenda Item: #R 2a

**AGENDA CAPTION:**

Approval of Minutes for the March 13, 2012 Regular Council Meeting.

**FINANCIAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**RECOMMENDATION:**

N/A

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

[March 13 Minutes](#)

Type:

Backup Material

**OFFICIAL ACTIONS OF THE ADDISON CITY  
COUNCIL  
WORK SESSION**

March 13, 2012

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line, Dallas, TX 75254

Upstairs Conference Room

Council Members Present:

Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow, Resnik

Absent:

None

**Work Session**

Item #WS1 - Discussion and consideration of action regarding the Community Partner's Bureau.

Item #WS2 - Presentation and discussion of Single Audit Report including management comments from the Town's independent auditors, Weaver and Tidwell, and the Fiscal Year 2011 Comprehensive Annual Financial Report.

\_\_\_\_\_  
Mayor-Todd Meier

Attest:

\_\_\_\_\_

City Secretary-Chris Terry

**OFFICIAL ACTIONS OF THE ADDISON CITY  
COUNCIL  
REGULAR MEETING**

March 13, 2012

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line, Dallas, TX 75254

Chris Terry, 3/9/2012, 5:00 PM

Council Members Present:

Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow, Resnik

Absent:

None

**REGULAR MEETING**

Item #R1 - Announcements and Acknowledgements regarding Town and Council Events and Activities

The following employees were introduced: Matt Ferguson, Fire Department; Keila Fairbanks, Visitor Services; Jason Sutton, Public Works.

There was no action taken.

Item #R2 - Consent Agenda

#2a - Approval of Minutes for the February 28, 2012 Regular Council Meeting.

A motion to Approve was made by Council Member Blake Clemens.



The motion was seconded by Council Member Chris DeFrancisco.  
The motion result was: Passed  
Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik  
Voting Nay: None

#2b - Approval of Minutes for the March 5, 2012 Regular Council Meeting.

A motion to Approve was made by Council Member Blake Clemens.  
The motion was seconded by Council Member Chris DeFrancisco.  
The motion result was: Passed  
Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik  
Voting Nay: None

#2c - Approval of award of a bid to Illuminations by Greenlee totaling \$39,920 for the installation of 38 LED bollard lights along the Redding Trail.

A motion to Approve was made by Council Member Blake Clemens.  
The motion was seconded by Council Member Chris DeFrancisco.  
The motion result was: Passed  
Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik  
Voting Nay: None

Item #R3 - Presentation by Jerry Stephens regarding Addison Trail Safety.

Jerry Stephens, 4067 Beltway Drive #129, presented and spoke regarding this item.

There was no action taken.

Item #R4 - Discussion and consideration of appointment of three

members to the Board of Zoning Adjustment.

Roger Mellow nominated Skip Marshall Robbins.

Two other appointments were deferred until an upcoming meeting.

A motion to Approve was made by Council Member Roger Mellow.

The motion was seconded by Council Member Kimberly Lay.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik

Voting Nay: None

Item #R5 - Discussion and consideration of approval to authorize the City Manager to release the Fiscal Year 2011 Comprehensive Annual Financial Report.

Marisa Perry presented and spoke regarding this item.

A motion to Approve was made by Council Member Kimberly Lay.

The motion was seconded by Council Member Bruce Arfsten.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik

Voting Nay: None

Item #R6 - PUBLIC HEARING Case 1652-SUP/Back Nine Restaurant.

Discussion and consideration of approval of an ordinance approving an amendment to an existing Special Use Permit for a restaurant, an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, and a Special Use Permit for a billiard parlor, in order to expand a patio and extend a bar, located at 4060 Belt Line Road, on application from the Back Nine Restaurant, represented by Mr. Dallas Hale. COMMISSION FINDINGS: The Addison Planning and Zoning Commission, meeting in regular session

on February 23, 2012, voted to recommend approval of the amendment to an existing Special Use Permit for a restaurant, an amendment to an existing Special Use Permit for the sale of alcoholic beverages for on-premises consumption, and an amendment to an existing Special Use Permit for a billiard parlor, subject to the following condition: -the applicant shall remove three parking spaces in front of the building and convert them to irrigated landscaping to compensate for the 569 square feet of landscaping that will be taken by the patio. The Parks Department will work with the applicant to find a suitable location for the new landscaping. Voting Aye: Angel, Doherty, Groce, Hewitt, Oliver, Wood Voting Nay: none Absent: none One seat vacant

Carmen Moran presented and spoke regarding this item.

The following people spoke regarding this item:

Jerry Stephens, 4067 Beltway Drive #129, Addison TX

Michael Lynch, 4700 Manning, Colleyville TX

A motion to Approve was made by Council Member Kimberly Lay.

The motion was seconded by Council Member Blake Clemens.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Mellow, Resnik

Voting Nay: Meier

Item #R7 - FINAL PLAT/Lot 1 and Lot 2, Addison Water Station Addition. Discussion and consideration of approval of a final plat for two lots on 2.903 acres, located at the northeast and southeast corners of Arapaho Road and Surveyor Boulevard, on application from the Town of Addison, represented by Ms. Lea Dunn. COMMISSION FINDINGS: The Addison Planning and Zoning Commission, meeting in regular session on February 23, 2012, voted to recommend approval of the request for Final Plat approval for Lots 1 and 2, Addison Water Station Addition, subject to no conditions. Voting Aye: Angel, Doherty, Groce, Hewitt, Oliver, Wheeler, Voting Nay: none Absent: none One seat vacant

Carmen Moran presented and spoke regarding this item.

A motion to Approve was made by Council Member Neil Resnik.

The motion was seconded by Council Member Bruce Arfsten.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik

Voting Nay: None

Item #R8 - Discussion and consideration of the appointment of Lea  
Dunn to the North Central Texas Council of Governments Surface  
Transportation Technical Committee.

Kimberly Lay presented and spoke regarding this item.

A motion to Approve was made by Council Member Kimberly Lay.

The motion was seconded by Council Member Blake Clemens.

The motion result was: Passed

Voting Aye: Arfsten, Clemens, DeFrancisco, Lay, Meier, Mellow,  
Resnik

Voting Nay: None

\_\_\_\_\_  
Mayor-Todd Meier

Attest:

\_\_\_\_\_  
City Secretary-Chris Terry

## Council Agenda Item: #R 2b

### **AGENDA CAPTION:**

Approval authorizing the City Manager to execute a contract with Groves Electric for roadway lighting maintenance.

### **FINANCIAL IMPACT:**

This item is budgeted in the Streets division operations budget.

### **BACKGROUND:**

This contract includes maintenance of the Town's roadway lighting, including bulb and ballast replacements, removal and installation of poles and miscellaneous electric repairs in the following locations:

**Belt Line Road**- from Dallas North Tollway to Marsh Lane  
**Addison Road**- from Belt Line Road to Arapaho Road **Arapaho Road**- from Addison Road to Surveor Boulevard **Spectrum Drive**- from Airport Parkway to Morris Avenue **Spring Valley Road**- from Vitruvian Way to Woodward Drive **Vitruvian Way**- from Spring Valley Road to Marsh Lane

### **RECOMMENDATION:**

Staff recommends approval.

### **COUNCIL GOALS:**

Promote Quality Transportation Services

### **ATTACHMENTS:**

Description:

Type:

No Attachments Available

## Council Agenda Item: #R 2c

### **AGENDA CAPTION:**

Approval of a change order totaling \$26,062.07 for additional excavation by Elite Landscape related to the Redding Trail Extension and George H.W. Bush Elementary School site improvements.

### **FINANCIAL IMPACT:**

The financial impact is summarized on the attached project cost summary spreadsheet.

### **BACKGROUND:**

This is the second change order for excavation and haul off of rock and spoil material Elite Landscape unexpectedly encountered when completing the construction of the Redding Trail Extension. This material was covered up many years ago from the Greenhill School building construction activities. Geotechnical information was not provided on this project, so there was no way of knowing the spoil material existed.

### **RECOMMENDATION:**

Kent Power, project manager with R.H. Shackelford, and staff reviewed this request and we recommend that Elite be compensated for the extra work.

### **COUNCIL GOALS:**

Conduct the Business of the Town in a Fiscally Responsible Manner, Provide Quality Leisure Opportunities

### **ATTACHMENTS:**

Description:

[Change Order Number 5 Budget Summary](#)

Type:

Backup Material

**Redding Trail Extension - George H.W. Bush Elementary Site Improvements  
Project Cost Summary - March 2012**

Total Construction Budget	\$951,018.00
Construction Contract Amount	\$828,871.00
Change Orders To Date - Numbers 1-4 Total	\$79,836.79
Change Order Number 5	<u>\$26,062.07</u>
	\$934,769.86

**Total change orders represent 12.8 percent of base contract.**





## Council Agenda Item: #R 2d

### **AGENDA CAPTION:**

Approval of final payment to Elite Landscape totaling \$74,016.05 for construction of the George H.W. Bush Elementary and Redding Trail Extension landscaping, playground and trail improvements.

### **FINANCIAL IMPACT:**

The funding sources included the Parks Capital Projects Fund, DISD Interlocal Agreement contribution, Dallas County 50% matching grant, North Texas Council of Government Sustainable Grant Program, and donations from the Addison Arbor Foundation and Addison Mid-Day Rotary. A project cost summary is attached.

### **BACKGROUND:**

The project improvements consists of landscaping, irrigation, two playgrounds for ages 2-5 and 5-12, a leaning garden, amphitheater, sports fields, hike and bike trail, fencing and trail lighting.

### **RECOMMENDATION:**

Elite Landscape completed the project in a satisfactory manner. All project close documents have been reviewed and approved.

### **COUNCIL GOALS:**

Provide Quality Leisure Opportunities

### **ATTACHMENTS:**

Description:

[Budget Funding Sources](#)

Type:

Backup Material

# Redding Trail Extension - George H.W. Bush Elementary Site Improvements

## Project Cost Summary - March 2012

Construction Base Contract Amount	\$828,871.00
Change Orders - Numbers 1-5	<u>\$105,898.86</u>
Total Contract Amount	\$934,769.86

### Funding Sources

Parks Capital Improvements Projects	\$428,273.00
DISD Interlocal Agreement Contribution	\$241,321.00
Dallas County Grant	\$106,224.00
NCTCOG Sustainable Development Grant	\$150,000.00
Other Donations - Addison Mid-Day Rotary and Addison Arbor Foundation	<u>\$25,200.00</u>
	\$951,018.00



## **Council Agenda Item: #R 2e**

### **AGENDA CAPTION:**

Approval of an SPCOA/CLEC Non-Facilities Based, Reseller 9-1-1 Agreement between the Town and Big River Telephone Company, LLC regarding billing for 9-1-1 emergency services.

### **FINANCIAL IMPACT:**

No significant financial impact to the Town will be realized.

### **BACKGROUND:**

Section 82-242 of the Town's Code of Ordinances requires that a supplier of telephone service have a written contract with the Town for the billing and collection of a fee for 9-1-1 service. That section sets the 9-1-1 service fee at an amount equal to 6% of a customer's base rate and that equals \$0.62 per month for each residential line, \$1.52 per month for each business line, or \$2.40 per month for each business trunk line. The fees are collected by the telephone companies from their customers and paid to the Town. The fees are to be used to provide for the purchase, installation and replacement of 9-1-1 service equipment, operating and maintenance costs and other costs attributable to designing a 9-1-1 system, including personnel and other emergency communications equipment and service and costs reasonably related to 9-1-1 service.

The Town received a request from Big River Telephone Company, LLC to enter into a 9-1-1 billing agreement. Big River is the holder of a service provider certificate of operating authority (SPCOA) from the Texas Public Utilities Commission. Typically, the holder of an SPCOA has no physical facilities and are non-facilities based "resellers" of local exchange telephone services that they have purchased "wholesale" from an Incumbent Local Exchange Carrier (ILEC), like Southwestern Bell (now AT&T).

The form of the proposed agreement is one that has been used by the Town, most recently in April 2011 with Triton Networks, and has been somewhat modified for Big River.

### **RECOMMENDATION:**

It is recommended that the Agreement be approved.

**COUNCIL GOALS:**

Mindful Stewardship of Town Resources, Provide Superior Public Safety, Customer Service, Social and Health Services to the Community, Conduct the Business of the Town in a Fiscally Responsible Manner

**ATTACHMENTS:**

Description:

Type:

[SPCOA/CLEC Non-Facilities Based, Reseller 9-1-1 Agreement](#)

Backup Material

## **SPCOA/CLEC NON-FACILITIES BASED, RESELLER 9-1-1 AGREEMENT**

This SPCOA/CLEC Non-Facilities Based, Reseller 9-1-1 Agreement (“Agreement”) establishes the rates, terms, and conditions for 9-1-1 emergency service interconnection by Big River Telephone Company, LLC, a Texas limited liability company (“Company”) with the Town of Addison, Texas (“City”) (Company and City are sometimes referred herein together as the “Parties” and individually as a “Party”).

**WHEREAS**, the Texas Legislature and the United States Congress have authorized the provision of telecommunications service in the local marketplace by service suppliers other than the holders of certificates of convenience and necessity (“CCN”); and

**WHEREAS**, a CCN holder is the incumbent local exchange company that holds a certificate of convenience and necessity granted by the Public Utility Commission of Texas (“PUC”) on September 1, 1995, for each service area(s) within the territory of the City; and

**WHEREAS**, Company is a holder of a service provider certificate of operating authority that has received certificate number 60815 from the PUC and, therefore, a service supplier and a service provider of local telecommunications service (“service supplier”) pursuant to Chapter 771 or Chapter 772 of the Texas Health and Safety Code, §§ 771.001 *et seq.*, 772.001 *et seq.*, or other applicable law pertaining to home rule cities (including the ordinances, rules and regulations of the City) (collectively the “Applicable Laws”), as amended, that must provide 9-1-1 emergency service to that portion of the Company’s service area located within the territory of the City; and

**WHEREAS**, the City is Texas home rule city and a political subdivision of the State of Texas and is to interconnect service suppliers into the 9-1-1 emergency service area served by the City; and

**WHEREAS**, this 9-1-1 emergency service interconnection must protect, maintain, and further the high quality, standards based 9-1-1 emergency service and not inappropriately and unreasonably increase the costs of 9-1-1 emergency service to the City; and

**WHEREAS**, Company will at all times while this Agreement is in effect be a non-facilities-based reseller of services within the territory of the City ; and

**WHEREAS**, the underlying CCN holder from whom Company is purchasing services for resale will be providing the 9-1-1 Emergency Plan, and related 9-1-1 services within the City.

**NOW, THEREFORE**, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the Town of Addison, Texas and Big River Telephone, LLC do covenant, contract and agree as follows:

1. Compliance with Laws. Company must comply with all provisions of the Applicable Laws and any requirements implementing or interpreting the Applicable Laws promulgated by the City pursuant to the authority vested in the City.

2. Billing, Collection, Remittance of Fees. Company shall bill, collect, and remit the appropriate 9-1-1 emergency service fee to the City, as provided in the Applicable Laws and reflected in Attachment No. 1.

Company shall remit the appropriate fees and/or, if applicable, surcharge in accordance with Applicable Laws, including, if applicable, per the rules and schedules established by the Comptroller of Public Accounts (“Comptroller”), and Texas Health and Safety Code Sections 771.071, 771.073, and 771.077 and in accordance with any other Applicable Laws. Remittances shall be made by direct deposit to the City’s bank or by check, the procedure to be designated by mutual agreement of the Parties. A report shall be sent by U.S. mail by Company or Company’s designated agent, to City Finance Director, Town of Addison, P. O. Box 9010, Addison, Texas 75001-9010. That report, to be made quarterly, shall state the number of subscriber lines, designating the number of both residential and business lines, for which fees have been collected and are being transmitted. At all times Company shall be responsible for the accuracy of the report.

From time to time, the City (or, if applicable, the Commission on State Emergency Communications (“CSEC”)) may change the 9-1-1 emergency service fee. Such changes shall be communicated to Company for changes in Company’s collection and remittance of 9-1-1 emergency service fee, according to the provisions of the Applicable Laws. The City (or CSEC or the Comptroller, as applicable) shall notify Company of any change Company must make in Company’s collection and remittance of 9-1-1 emergency service fees with sufficient advance time, but not to exceed 91 days before the date the change takes effect, to permit Company’s billing system to comply timely with the change. Furthermore, pursuant to Applicable Laws, Company may retain an administrative fee equal to one percent (1%) of the fees Company collects.

3. Agreement in Effect. This Agreement shall be in full force and effect so long as Company’s status is strictly that of a reseller and the Company does not use any facilities. Company shall inform the City of any changes or expansion of its service, or in the use of facilities, in its calling area or service territory at least 60 days in advance of such change or expansion.

4. Notice. Any notice required or permitted to be given by the City to Company under this Agreement shall be mailed to Company certified or registered U.S. Mail, postage prepaid, return receipt requested to the following address:

Big River Telephone, LLC.  
24 S. Minnesota  
Cape Girardeau, MO 63701  
Facsimile: 573-388-2346

Any notice required or permitted to be given by Company to the City under this Agreement shall be mailed to Company certified or registered U.S. Mail, postage prepaid, return receipt requested to the following address:

Town of Addison Finance Dept.  
P. O. Box 9010  
Addison, Texas 75001-9010  
Facsimile: 972-450-7065

5. Contact List. The Company and the City shall periodically update a contact list. The contact list is found in Attachment No. 2.

6. Standards on Company. The City shall not impose on Company any requirement, service, feature, standard, or rate that is not required of the incumbent local exchange company CCN holder.

7. Assignment. Neither the City nor Company shall have the right or power to assign, transfer or otherwise convey this Agreement, in whole or in part, without the prior written consent of the non-assigning party.

8. Applicable Law; Venue. This Agreement and all of its terms and provisions shall be subject to and governed by the laws of the State of Texas. This Agreement shall be performable and all compensation payable in Dallas County, Texas. Venue under this Agreement for any action, claim or proceeding lies exclusively in Dallas County, Texas.

9. Entire Agreement; Other Provisions. This Agreement, together with all attachments, sets forth the entire understanding of the Parties with respect to the matters set forth herein. No representation, promise, or statement of intention had been made by either Party that is not embodied herein. The provisions of this Agreement are solely for the benefit of the Parties hereto and do not and are not intended to create or grant any rights, contractual or otherwise, to any third person or entity. The undersigned persons are authorized to sign this on behalf of the respective Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of the last date signed below.

**TOWN OF ADDISON, TEXAS**

**BIG RIVER TELEPHONE COMPANY,  
LLC**

By: \_\_\_\_\_  
Ron Whitehead, City Manager

By: \_\_\_\_\_  
Jessica Kirstein  
Network Planning and Engineering

Date signed: \_\_\_\_\_

Date signed: \_\_\_\_\_



**ATTACHMENT NO. 1**

**9-1-1 EMERGENCY SERVICE FEE REMITTANCE**

Company:      Big River Telephone, LLC                      Month/Year: \_\_\_\_\_

<u>Customer Accounts</u>	<u>Number of Lines</u>	<u>9-1-1 Monthly Charge</u>	<u>Total Charges</u>
Business/Commercial	_____	\$1.52	\$_____
Residential/Personal	_____	\$0.62	\$_____
PBX Trunk	_____	\$2.40	\$_____
		+/- Adjustments	\$_____
		Total Monthly Charges	\$_____
		Less 1% Collection Fee	\$_____
		Total Remittance	\$_____

Please make remittance to:                      Town of Addison  
Finance Department  
P.O. Box 9010  
Addison, Texas 75001-9010

**ATTACHMENT NO. 2**

**9-1-1 ESCALATION & CONTACT LIST**

**Company:**

<b>Database &amp; Billing</b>	Jessica Kirstein Network Planning (314) 225-2209 <a href="mailto:Jkirstein@bigrivertelephone.com">Jkirstein@bigrivertelephone.com</a>	Andrew Schwantner Contract Compliance Manager (314) 225-2205 <a href="mailto:as@bigrivertelephone.com">as@bigrivertelephone.com</a>
<b>Network Operations</b>	NOC on Duty (800) 455-1201 <a href="mailto:operations@bigrivertelephone.com">operations@bigrivertelephone.com</a>	
<b>Location General Manager</b>	Chris Simmons General Manager (573) 651-3373 <a href="mailto:Csimmons@bigrivertelephone.com">Csimmons@bigrivertelephone.com</a>	
<b>9-1-1 Entity Coordination</b>	Jessica Kirstein Network Planning (314) 225-2209 <a href="mailto:Jkirstein@bigrivertelephone.com">Jkirstein@bigrivertelephone.com</a>	Andrew Schwantner Contract Compliance Manager (314) 225-2205 <a href="mailto:as@bigrivertelephone.com">as@bigrivertelephone.com</a>

**Town of Addison:**

**Database & Billing**

Town of Addison  
Financial & Strategic Services/Collections  
(972) 450-7051

**PSAP Operations**

Levi Larkin  
Communications Supervisor  
Town of Addison Police Department  
(972) 450-7159

**9-1-1 Entity Management**

Paul Spencer  
Captain, Internal Operations  
Town of Addison Police Department  
(972) 450-7153

## Council Agenda Item: #R3

**AGENDA CAPTION:**

Discussion and consideration of appointment of two members to the Board of Zoning Adjustment.

**FINANCIAL IMPACT:**

NA

**BACKGROUND:**

The list of Boardmembers has been corrected to reflect the appropriate Council Members for the appointment. Council members Clemens and Arfsten have expired appointments.

**RECOMMENDATION:**

NA

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

[List of BZA members](#)

Type:

Backup Material

## BOARD OF ZONING ADJUSTMENT

### **Derek Blount**

15635 Mildred Place #4508  
Addison, TX 75001-6886  
(W) 214-722-4822  
(C) 972-822-1311  
Term Expires: 4-28-2011 1st Term  
Appointed by: ARFSTEN

### **Steve Blum**

17030 Planters Row  
Addison, TX 75001-5036  
(C) 214-394-7827  
(O) 214-727-6000  
Term Expires: 11-09-12 1st Term  
Appointed by: MEIER

### **Burk Burkhalter**

3824 Waterford Drive  
Addison, TX 75001-7954  
(H) 972-243-7110  
Term Expires: 06-09-2011 1st Term  
Appointed by: CLEMENS

### **Traci Heatherington**

5006 Parkview Place  
Addison, TX 75001-6332  
(H) 972-788-1845  
(O) 469-222-7167  
Term Expires: 11-09-12 1st Term  
Appointed by: RESNIK

### **Marshall (Skip) Robbins**

14770 Maiden Court  
Dallas, TX 75254-7525  
(W) 972-788-4083  
(C) 214-597-1587  
Term Expires: 03-13-2014  
Appointed by: MELLOW

### **Lori Ward**

14801 Lake Forest Drive  
Dallas, TX 75254-7615  
(W) 214-840-7188  
Term Expires: 09-28-2012 2nd Term  
Appointed by: DE FRANCISCO

### **Audrey Yazbeck**

15714 Quorum Drive, #3  
Addison, TX 75001-3340  
(H) 214-690-1482  
Term Expires: 11-09-12 1st Term  
Appointed by: LAY

### **STAFF LIAISON**

**Carmen Moran**  
Town of Addison  
P.O. Box 9010  
Addison, TX 75001  
972-450-2886

3/16/2012 9:57

## Council Agenda Item: #R4

**AGENDA CAPTION:**

Discussion and consideration of approval of a Resolution approving an agreement between the Town and the Communities Foundation of Texas regarding the establishment of a charitable fund under the control of the Foundation for the benefit of the Town and its citizens.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

[Draft Resolution](#)

Type:

Backup Material

**TOWN OF ADDISON, TEXAS**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS APPROVING A PROPOSED AGREEMENT WITH THE COMMUNITIES FOUNDATION OF TEXAS REGARDING THE ESTABLISHMENT OF A FUND TO SERVE AS A REPOSITORY OF DONATIONS MADE BY MEMBERS OF THE PUBLIC AND USED TO FUND PROJECTS AND PHILANTROPIC ACTIVITIES FOR THE TOWN'S BENEFIT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT ON BEHALF OF THE TOWN; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Communities Foundation of Texas ("CFT") is a nonprofit Texas corporation with no capital stock and is classified by the Internal Revenue Service as tax-exempt under Section 501(c)(3) and as a nonprivate foundation under Section 509(a)(1) of the Internal Revenue Code of 1986, and has been in existence for almost 60 years; and

**WHEREAS**, the Town of Addison, Texas ("City") desires to establish a program whereby interested persons may make financial contributions that benefit the Town and its citizens; and

**WHEREAS**, the City has determined that such a program can be furthered through the creation of a fund under the ultimate control of CFT pursuant to an agreement between the City and CFT, a true and correct copy of which is attached hereto as Exhibit A, with the recognition that all contributions to the fund are not funds of the City but shall be received, controlled, and distributed in accordance with the agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:**

Section 1. The agreement between the Town of Addison, Texas and the Communities Foundation of Texas, attached hereto as Exhibit A, that establishes a fund under the control of CFT for the receipt and distribution of funds that will benefit the City and its citizens, is hereby approved. The City Manager is authorized to execute the agreement on behalf of the City.

Section 2. The above and foregoing recitals are true and correct and are incorporated into this Resolution and made a part hereof.

Section 3. This Resolution shall take effect from and after its passage and approval.

**PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this the \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Todd Meier, Mayor

ATTEST:

By: \_\_\_\_\_  
Chris Terry, City Secretary

APPROVED AS TO FORM:

By: \_\_\_\_\_  
John Hill, City Attorney

## **Council Agenda Item: #R5**

### **AGENDA CAPTION:**

**PUBLIC HEARING.** Presentation, discussion and consideration of the annual approval of an ordinance of the Town establishing standards of care for youth recreation programs conducted by the Town for elementary age children ages 5 through 13; providing for compliance with Section 42.041(b)(14) of the Texas Human Resources Code.

### **FINANCIAL IMPACT:**

### **BACKGROUND:**

Annual adoption of the standards of care by ordinance after a public hearing is required per Section 42.041(b)(14) of the Texas Human Resources Code.

Council approval is requested of an ordinance to adopt Standards of Care for all youth programs for children ages 5 through 13 including, but not limited to the Summer Camp Program and the Spring Break Program at the Addison Athletic Club.

Attached is the ordinance adopted last year on March 22, 2011, with no changes, that is intended to provide minimum standards for youth programs as required by Section 42.041 of the Texas Human Resources Code. The Standards of Care attached as Exhibit A, cover guidelines for operating youth programs by the Town of Addison Parks and Recreation Department.

The document provides minimum standards for operating youth programs such as hiring of program staff, enrollment guidelines, discipline, health and safety. The document also addresses programming and providing activities that promote emotional, social, and mental growth.

In addition to meeting the requirements of the Human Resources Code, staff finds the Standards of Care document to be a useful tool to provide quality recreation programs to the youth and families of the Town.

The standards have been reviewed and approved by the city



attorney.

**RECOMMENDATION:**

Staff recommends approval.

**COUNCIL GOALS:**

Provide Superior Public Safety, Customer Service, Social and Health Services to the Community, Provide Quality Leisure Opportunities

**ATTACHMENTS:**

Description:

[Exhibit A Standards of Care](#)

Type:

Backup Material

**TOWN OF ADDISON, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS ESTABLISHING STANDARDS OF CARE FOR YOUTH RECREATION PROGRAMS CONDUCTED BY THE CITY FOR ELEMENTARY AGE CHILDREN AGES 5 THROUGH 13; PROVIDING FOR COMPLIANCE WITH STATE LAW; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Addison, Texas (the “City”) is a home rule municipality pursuant to article 11, section 5 of the Texas Constitution and its Home Rule Charter; and

**WHEREAS**, the City operates recreation programs for children, including elementary age children (ages 5 through 13); and

**WHEREAS**, Section 42.041 of the Texas Human Resources Code provides that no person may operate a child-care facility or a child-placing agency without a license issued by the Texas Department of Family and Protective Services, but provides an exception from that requirement in Section 42.041(b)(14) of the said Code for an elementary-age (ages 5 through 13) recreation program operated by a municipality, provided the governing body of the municipality annually adopts standards of care by ordinance after a public hearing for such programs; and

**WHEREAS**, the City Council held a public hearing on March 22, 2011 regarding standards of care for its recreation program for elementary age children (ages 5 through 13) and thereafter passed and approved Ordinance No. 011-020 that adopted such standards of care; and

**WHEREAS**, in accordance with Section 42.041(b)(14) of the Human Resources Code, on March 27, 2012 the City Council conducted an annual public hearing regarding the adoption of standards of care for its recreation programs for elementary age children (ages 5 through 13) as set forth herein, and following such public hearing the City Council desires by this Ordinance to adopt such standards of care.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:**

Section 1. The standards of care set forth in Exhibit A attached hereto and made a part of this Ordinance for all purposes (the “Standards of Care”) are hereby adopted as the standards of care for all elementary age (ages 5 through 13) recreation programs operated by the Town of Addison, Texas (collectively “Programs” and each a “Program”), including, without limitation, any summer camp program or any spring break program.

Section 2. All Programs are to be operated by the City's Department of Parks and Recreation ("Department"). The Director of the Department, or the Director's designee, (individually or collectively, the "Director"), shall administer the Programs in accordance with the Standards of Care. The Director may adopt rules in writing relating to the operation of Programs, which rules may be more restrictive than the Standards of Care. The Programs shall be operated in accordance with the Standards of Care (or, in the event the Director adopts rules that are more restrictive than the Standards of Care, in accordance with such rules).

Section 3. The Director of Parks and Recreation ("Director") for the Town of Addison, Texas ("City"), or the Director's designee, shall provide the Standards of Care to the parents of each Program participant (and, in the event the Director adopts rules that are more restrictive than the Standards of Care, shall provide such rules to the parents of each Program participant). Further, the Director, or the Director's designee, shall inform the parents of each Program participant that the Program is not licensed by the State of Texas.

Section 4. The Program shall not be advertised as a child-care facility.

Section 5. The Director is authorized to take any and all steps, if any, as may be necessary to confirm the Program's exemption from State law as set forth in Section 42.041 of the Texas Human Resources Code.

Section 6. The above and foregoing recitals and premises to this Ordinance are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 7. This Ordinance shall be cumulative of all other ordinances of the City and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance.

Section 8. The provisions of this Ordinance are severable, and if any section or provision of this Ordinance or the application of any section or provision to any person, firm, corporation, entity, situation or circumstance is for any reason adjudged invalid or held unconstitutional by a court of competent jurisdiction, the same shall not affect the validity of any other section or provision of this Ordinance or the application of any other section or provision to any other person, firm, corporation, entity, situation or circumstance, and the City Council declares that it would have adopted the valid portions of this Ordinance adopted herein without the invalid or unconstitutional parts and to this end the provisions of this Ordinance adopted herein shall remain in full force and effect.

Section 9. This Ordinance shall take effect upon its passage and approval.

**PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this the 22nd day of March, 2012.

---

Todd Meier, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Chris Terry, City Secretary

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
John Hill, City Attorney

**EXHIBIT A  
TO ORDINANCE NO. \_\_\_\_\_**

**STANDARDS OF CARE  
FOR ELEMENTARY AGE (5 – 13) RECREATION PROGRAMS**

The following Standards of Care are adopted in compliance with Section 42.041(b)(14) of the Texas Human Resources Code. The Standards of Care herein set forth herein are intended to be minimum standards applicable to all elementary age (ages 5 through 13) recreation Programs operated by the Town of Addison Parks and Recreation Department, including, without limitation, any summer camp program and any spring break program. The Programs are not licensed by the State of Texas, and shall not be advertised as a child-care facility.

**GENERAL ADMINISTRATION**

1. Organization.
  - A. The governing body of the Youth Programs is the City Council of the Town of Addison, Texas.
  - B. Implementation of the Youth Programs Standards of Care is the responsibility of the Parks and Recreation Department Director or his or her designee and Department employees.
  - C. These Standards of Care will apply to all Programs, including, without limitation, the Summer Camp Program and Spring Break Program.
  - D. Each Program Site will have available for public and staff review a current copy of the Standards of Care.
  - E. Parents of participants will be provided a current copy of the Standards of Care during the registration process for a Program. Further, a copy of the Standards of Care shall be placed online on the City's primary website.
  - F. Criminal background checks will be conducted on prospective Program employees. If results of a criminal background check indicate that a prospective Program employee has been arrested, charged with, or convicted of any of the following offenses, the prospective Program employee will not be considered for employment:
    - (1) a felony or a misdemeanor classified as an offense against a person or family member;
    - (2) a felony or misdemeanor classified as public indecency;
    - (3) any offense for which a person is required to register as a sex

offender under Chapter 62, Texas Code of Criminal Procedure;

- (4) a felony or misdemeanor violation of any law intended to control the possession or distribution of any controlled substance;
- (5) any offense involving moral turpitude;
- (6) any offense that would, in the Director's sole opinion, potentially put youth participants or the City at risk.

2. Definitions. For purposes of these Standards of Care, the following words shall have the respective meanings ascribed to them:

- A. *City* means the Town of Addison, Texas.
- B. *City Council* means the City Council of the City.
- C. *Department* means the Parks and Recreation Department of the City.
- D. *Director* means the Parks and Recreation Department Director of the City or his or her designee.
- E. *Employee(s)* means people who have been hired to work for the Town of Addison and have been assigned responsibility for managing, administering, or implementing some portion of a Program.
- F. *Parent(s)* means one or both parent(s) or adults who have legal custody and authority to enroll their child(ren) in a Program.
- G. *Participant* means a youth whose parent(s) have completed all required registration procedures and determined to be eligible for a Program.
- H. *Programs* means all (and *Program* means any of the) elementary age (ages 5 through 13) recreation programs operated by the Department, including, without limitation, the City Summer Camp Program (*Summer Camp Program*) and the City Spring Break Camp Program (*Spring Break Program*).
- I. *Program Coordinator or Coordinator* means a full-time Department employee who is a recreation coordinator and has been assigned administrative responsibility for the Programs.
- J. *Program Manual* means a notebook of policies, procedures, required forms, and organizational and programming information relevant to each Program.
- K. *Program Site* means area and facilities where a Program is held, consisting

of the Addison Athletic Club, 3900 Beltway Drive, Addison, Texas 75001.

- L. *Program Summer Camp Counselor* or *Counselor* means a Department part-time or seasonal employee who has been assigned responsibility by the Recreation Manager to implement the City's Summer Camp Program.
  - M. *Recreation Manager* means a full-time Department employee and who oversees the Program Coordinator and the operation of all Programs.
3. Inspections/Monitoring/Enforcement.
- A. A written inspection report will be prepared by the Program Coordinator each month to confirm the Standards of Care are being adhered to.
    - (1) Each monthly inspection report will be sent by the Program Coordinator to the Recreation Manager for review and kept on record in accordance with the City's records retention policy.
    - (2) The Recreation Manager will review the report and establish deadlines and criteria for compliance with the Standards of Care where failure to comply is determined.
  - B. The Recreation Manager will make visual inspections of the Programs based on the following schedule:
    - (1) The Summer Camp Program will be inspected a minimum of two times during the Summer Camp Program's schedule.
    - (2) The Spring Break Camp Program will be inspected at least once during the Spring Break Camp Program schedule.
    - (3) Each other Program will be inspected at least once each week during the schedule for the Program.
  - C. Complaints regarding enforcement of the Standards of Care will be directed to the Coordinator. The Coordinator will be responsible to take the necessary steps to address any complaints and to resolve the problem(s), if any. Complaints regarding enforcement of the Standards of Care and their resolution will be recorded in writing by the Coordinator. All complaints regarding enforcement of the Standards of Care where a deficiency is determined will be forwarded to the Recreation Manager, with the complaint and the resolution noted.
4. Enrollment. Before a child can be enrolled in a Program, the parents must sign registration forms that contain the following information about the child:
- A. name, address, home telephone number;

- B. name and address of parent(s) and telephone number(s) during Program hours;
  - C. the names and telephone numbers of people to whom the child can be released;
  - D. a statement of the child's physical health, including a physician's signed statement and current immunization (shot) records, detailing any special problems or needs of the child;
  - E. proof of residency within the City when appropriate; and
  - F. a fully executed liability waiver and release.
5. Suspected Abuse.

Program employees will report suspected child abuse or neglect in accordance with the Texas Family Code. In the case where an employee is involved in an incident with a child that could be construed as child abuse, the incident must be reported immediately to the Recreation Manager. The Recreation Manager will then immediately notify the Director, the City Police Department, and any other agency as may be appropriate.

Texas state law requires the employees of the Programs to report any suspected abuse or neglect of a child to the Texas Department of Protective and Regulatory Services or a law enforcement agency. Failure to report suspected abuse is punishable by fines up to \$1,000 and/or confinement up to 180 days. Confidential reports may be made by calling 1-800-252-5400.

## **STAFFING - RESPONSIBILITIES AND TRAINING**

- 1. Program Coordinator Qualifications.
  - A. The Coordinator will be a full-time, professional employee of the Department.
  - B. The Coordinator must be at least 21 years old
  - C. The Coordinator must have received a bachelor's degree from an accredited college or university. Acceptable degrees include:
    - (1) Recreation Administration or General Recreation;
    - (2) Physical Education; and
    - (3) Any other comparable degree plan or experience that would lend itself to working in a public recreation environment.



- D. The Coordinator must have at least two years experience planning and implementing recreational activities.
  - E. The Coordinator must pass a background investigation, including, including testing for alcohol and illegal and unauthorized drugs.
  - F. The Coordinator must have successfully completed a course in first aid and cardio pulmonary resuscitation (CPR) based on either American Heart Association or American Red Cross standards.
2. Coordinator's Responsibilities.
- A. The Coordinator is responsible to administer the Programs' daily operations in compliance with the adopted Standards of Care.
  - B. The Coordinator is responsible to recommend for hire, supervise, and evaluate Program seasonal employees.
  - C. The Coordinator is responsible to plan, implement, and evaluate Programs.
3. Program Summer Camp Counselor Qualifications.
- A. Counselors will be part-time or seasonal employees of the Department.
  - B. Counselors working with children must be age 18 or older.
  - C. Counselors must be able to consistently exhibit competency, good judgment, and self-control when working with children.
  - D. Counselors must relate to children with courtesy, respect, tolerance, and patience.
  - E. Counselors must have successfully completed a course in first aid and CPR based on either American Heart Association or American Red Cross standards.
  - F. Counselors must pass a background investigation, including testing for alcohol and illegal and unauthorized drugs.
4. Counselor Responsibilities.
- A. Counselors will be responsible to provide Program participants with an environment in which they can feel safe, can enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.
  - B. Counselors will be responsible to know and follow all City, Department,

and Program standards, policies, and procedures that apply to the Program.

- C. Counselors must ensure that Program participants are released only to a parent or an adult designated by the parent. The Program Site will have a copy of the approved plan to verify the identity of a person authorized to pick up a Program participant if that person is not known to the Counselor.

5. Training/Orientation.

- A. The Department is responsible for providing training and orientation to Program employees working with children and for specific job responsibilities. The Coordinator will provide each Counselor with a Program manual specific to the applicable Program.
- B. Program employees must be familiar with the Standards of Care for Program operation as adopted by the City Council.
- C. Program employees must be familiar with the Program's policies, including discipline, guidance, and release of Program participants as outlined in the Program Manual.
- D. Program employees will be trained in appropriate procedures to handle emergencies.
- E. Program employees will be trained in areas including City, Department, and Program policies and procedures, provision of recreation activities, safety issues, and organization goals.
- F. Program employees will be required to sign an acknowledgement that they received the required training.

**OPERATIONS**

1. Staff-Participant Ratio.

- A. The standard ratio of Program participants to employees will be 15 to 1. In the event an employee assigned to a Program is unable to report to the Program Site, a replacement will be assigned.
- B. Each participant shall have a Program employee who is responsible for the participant and who is aware of the participant's habits, interests, and any special problems as identified by the participant's parent(s) during the registration process.

2. Discipline.

- A. Program employees will implement discipline and guidance in a consistent

manner based on the best interests of Program participants.

- B. There must be no cruel, harsh or corporal punishment or treatment used a method of discipline.
- C. Program employees may use brief, supervised separation from the group if necessary.
- D. As necessary, Program employees will initiate discipline reports to the parent(s) of participants. Parents will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.
- E. A sufficient number and/or severe nature of discipline reports as detailed in the Program Manual may result in a participant being suspended or removed from the Program or all Programs.
- F. In instances where there is a danger to participants or employees, offending participants will be removed from the Program Site as soon as possible.

3. Programming.

- A. Program employees will attempt to provide activities for each Program group according to the participants' ages, interests, and abilities. The activities must be appropriate to participants' health, safety, and well-being. The activities also must be flexible and promote the participants' emotional, social, and mental growth.
- B. Program employees will attempt to provide indoor and outdoor time periods that include:
  - (1) alternating active and passive activities;
  - (2) opportunity for individual and group activities, and
  - (3) outdoor time each day weather permits.
- C. Program employees will be attentive and considerate of participants' safety on field trips and during any transportation provided by the Program.
  - (1) During trips, Program employees supervising participants must have immediate access to emergency medical forms and emergency contact information for each participant.
  - (2) Program employees must have a written list of the participants in the Program group and must check the roll frequently.
  - (3) Program employees must have first aid supplies and a guide to first

aid and emergency care available on field trips.

4. Communication.

- A. The Program Site will have a cell phone to allow the Program employees to be contacted by Department recreation employees and vice versa.
- B. The Coordinator will post the following telephone numbers adjacent to a telephone accessible to all Program employees:
  - (1) City ambulance or emergency medical services;
  - (2) City Police Department
  - (3) City Fire Department
  - (4) The Addison Athletic Club front desk; and
  - (5) Numbers at which parents may be reached.

5. Transportation.

- A. Before a participant may be transported to and from City-sponsored activities, a transportation form, completed by the parent of the participant, must be filed with the Coordinator.
- B. First aid supplies and a first aid and emergency care guide will be available in all Program vehicles that transport children.
- C. Program employees will carry a cell phone at all times.

**FACILITY STANDARDS**

1. Safety.

- A. Program employees will inspect Program Sites daily to detect sanitation and safety concerns that might affect the health and safety of the participants.
- B. Buildings, grounds, and equipment on the Program Site will be inspected, cleaned, repaired, and maintained to protect the health of the participants.
- C. Program equipment and supplies must be safe for the participants' use.
- D. Program employees must have first aid supplies readily available at the Program Site, during transportation to an off-site activity, and for the duration of any off-site activity.

2. Fire.

- A. In case of fire, danger of fire, explosion, or other emergency, Program employees' first priority is to evacuate the participants to a designated safe area.
- B. The Program Site will have an annual fire inspection by the local Fire Marshal, and the resulting report will detail any safety concerns observed. The report will be forwarded to the Recreation Manager who will review and establish deadlines and criteria for compliance if any deficiencies or concerns are determined to exist.
- C. The Program Site must have at least one fire extinguisher readily available to all Program employees. All Program employees will be trained in the proper use of fire extinguishers.
- D. Fire drills will be initiated at Program Sites based on the following schedule:
  - (1) Summer Camp Program: A fire drill twice during the session.
  - (2) Spring Break Camp Program: A fire drill once during the session.
  - (3) Other Programs: A fire drill at least once during the session.

3. Health.

- A. Illness or Injury.
  - (1) A participant who is considered to be a health or safety concern to other participants or employees will not be admitted to a Program.
  - (2) Illnesses and injuries will be handled in a manner to protect the health of all participants and employees.
  - (3) Program employees will follow plans to provide emergency care for injured participants with symptoms of an acute illness as specified in the Program Manual.
  - (4) Program employees will follow the recommendation of the Texas Department of Health concerning the admission or readmission of any participant after a communicable disease.
- B. Program employees will administer medication (limited only to an epinephrine pen (auto-injector) and an asthma inhaler) to participants only if:
  - (1) Parent(s) complete and sign a medication form provided by the Town (to include, among other things, an indemnity and hold

harmless provision, and a waiver and release provision) that provides authorization for Program employees to dispense the medication, with details as to time and dosages.

- (2) The medication is in its original container labeled with the participant's name, a date, directions, and the physician's name. Program employees will administer the medication only as stated on the label. Program employees will not administer medication after the medication's expiration date.

Program employees will not administer any other medication.

C. Toilet Facilities.

- (1) The Program Site will have inside toilets located and equipped so participants can use them independently and Program employees can supervise as needed.
- (2) An appropriate and adequate number of lavatories will be provided.

D. Sanitation.

- (1) The Program facilities will have adequate light, ventilation, and heat.
- (2) The Program will have an adequate supply of water meeting the standards of the Texas Department of Health for drinking water and ensure that it will be supplied to the participants in a safe and sanitary manner.
- (3) Program employees will see that garbage is removed from buildings daily.

## **Council Agenda Item: #R6**

### **AGENDA CAPTION:**

Presentation, discussion, and approval of a Service Center Lobby renovation project.

### **FINANCIAL IMPACT:**

This is a non-budgeted item that will require a mid-year budget item.

Estimated cost: \$75,000 - \$100,000

### **BACKGROUND:**

This past year a position was added to the Human Resources department as a customer service enhancement for the Service Center facility. Karla Horton has been a wonderful addition to the Service Center and is doing a great job greeting guests to the facility and providing an enhanced level of service which has resulted in many complements from the public.

To further this enhancement and create a more open inviting atmosphere for conducting business at the Service Center, we are proposing the following facility modifications to the Service Center lobby.

- oRemove the built-in counters at both sides of the lobby – Developmental Services & Public Works.

- oCreate a more open work space in the lobby where staff can greet, work, review documents and interact with our customers. (Residents, Contractors, Developers, etc.)

Other enhancements of the project include:

- oUpdated energy efficient lobby lighting (T-5's direct / indirect lighting)

- oNew front entry doors

- oAdding much needed meeting space (New Conference Room)

and creating a more efficient work space

oTile floor will be updated – (need to run power/ data in floor to work table)

o2<sup>nd</sup> Floor conference room

§ New energy lighting

§ Windows added

Staff has been working with MPI Architects to design and create specifications for bidding. The estimated cost of the project is \$75,000 - \$100,000.

**RECOMMENDATION:**

Staff recommends approval.

**COUNCIL GOALS:**

Create Raving Fans of the "Addison Way", Maintain and Enhance our Unique Culture, Employ High-Quality, Service-Oriented Personnel

**ATTACHMENTS:**

Description:

[Cover Memo](#)

Type:

Cover Memo



## **Council Agenda Item:**

### **SUMMARY:**

Presentation, discussion, and approval of a Service Center Lobby renovation project.

### **FINANCIAL IMPACT:**

This is a non-budgeted item that will require a mid-year budget item.  
Estimated cost: \$75,000 - \$100,000

### **BACKGROUND:**

This past year a position was added to the Human Resources department as a customer service enhancement for the Service Center facility. Karla Horton has been a wonderful addition to the Service Center and is doing a great job greeting guests to the facility and providing an enhanced level of service which has resulted in many compliments from the public.

To further this enhancement and create a more open inviting atmosphere for conducting business at the Service Center, we are proposing the following facility modifications to the Service Center lobby.

- Remove the built-in counters at both sides of the lobby – Developmental Services & Public Works.
- Create a more open work space in the lobby where staff can greet, work, review documents and interact with our customers. (Residents, Contractors, Developers, etc.)

Other enhancements of the project include:

- Updated energy efficient lobby lighting (T-5's direct / indirect lighting)
- New front entry doors
- Adding much needed meeting space (New Conference Room) and creating a more efficient work space
- Tile floor will be updated – (need to run power/ data in floor to work table)
- 2<sup>nd</sup> Floor conference room
  - New energy lighting
  - Windows added

Staff has been working with MPI Architects to design and create specifications for bidding. The estimated cost of the project is \$75,000 - \$100,000.

### **RECOMMENDATION:**

Staff recommends approval.

## **Council Agenda Item: #R7**

**AGENDA CAPTION:**

Presentation and discussion regarding the development and process of the Town of Addison's comprehensive sustainability program.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available

## **Council Agenda Item: #R8**

### **AGENDA CAPTION:**

Discussion and consideration of approval of a request to host a Collaborative Adaptive Sensing of the Atmosphere (CASA) radar site in Addison and authorization to purchase and install radar equipment totaling approximately \$45,000.

### **FINANCIAL IMPACT:**

The cost of the proposal is an estimated \$45,000 for the installation of the equipment based upon request for bids from qualified contractors.

### **BACKGROUND:**

The fire department serving as the town's lead in emergency preparedness was approached by the North Central Texas Council of Governments and CASA to host a regional radar site in the area of the Addison Airport. The request was presented to the General Services Director; Airport Manager and City Manager for consideration. Staff is in agreement that the technology is beneficial for weather forecasting to assist the region and town with better severe weather forecasting and early warning of our citizens and would be a benefit in decision making when severe weather threatens large special events hosted by the town.

The tentative location for the radar installation site would be the town's Service Center facility based upon further engineering study.

### **RECOMMENDATION:**

Staff recommends approval subject to City Manager and City Attorney final review and approval.

### **COUNCIL GOALS:**

Provide Superior Public Safety, Customer Service, Social and Health Services to the Community

### **ATTACHMENTS:**

Description:

- [Addison Proposed Deployment Draft](#)
- [CASA WX Project - Town of Addison](#)
- [CASA HOST Agreement Addison Draft](#)
- [7 Ways CASA Could Have Helped 3-19-12](#)

Type:

- Backup Material
- Backup Material
- Backup Material
- Backup Material

## *CASA DFW Urban Demonstration Network (WeatherNet)*

The Center for Collaborative Adaptive Sensing of the Atmosphere (CASA) and the North Central Texas Council of Governments (NCTCOG) are embarking on a five-year, \$10 million project to create the Dallas Fort Worth (DFW) Urban Demonstration Network. This project is centered on the deployment of a network of 8 dual-pol, X-band radars to demonstrate improved hazardous weather forecasts, warnings and response in a densely populated urban environment. These radars provide **weather hazard information at spatial and temporal scales that are relevant to urban decision-making and human response.**

The project goals are to:

1. To develop high-resolution, two and three-dimensional mapping of current and future atmospheric conditions, focusing on the lower atmosphere, to detect and forecast severe wind, tornado, hail, ice, and flash flood hazards.
2. To create impacts-based, urban-scale warnings and forecasts for a range of public and private decision-makers that result in measureable benefit for public safety and the economy.
3. To demonstrate the value of collaborative, adaptive X-band radar networks to existing and future sensors, products, performance metrics, and decision-making; and assess optimal combinations of observing systems.
4. To develop models for federal/municipal/private partnerships that fund new observation technologies and on-going interdisciplinary weather system research.

The radar system to be deployed is based on the new technologies and user research conducted by the CASA (Collaborative Adaptive Sensing of the Atmosphere) project (2003-2013). CASA is an NSF Engineering Research Center dedicated to revolutionizing our ability to observe, understand, predict, and respond to hazardous weather events. The center has pursued an innovative, densely networked radar sensing paradigm to overcome the resolution and coverage limitations of traditional weather radars. The short-range and close spacing of these radars gives them the ability to scan low to the ground with very high spatial resolution. Overlapping coverage allows each voxel in the network to be simultaneously viewed by two or more radars, allowing for multi-Doppler wind vector retrievals and a solution to the increased attenuation experienced at X-band. The CASA concept and related enabling technologies developed by the CASA enterprise have been validated and evaluated in a prototype system-level test bed located in southwestern Oklahoma. CASA brings the following to the DFW Urban Demonstration Network: expertise in radar engineering and meteorology in networked systems, precipitation estimation, real-time analysis and numerical weather prediction, integrated warning systems and forecaster and emergency management decision making, user centered design and societal vulnerability and public response to warning.



## *Collaborators*

**CASA.** CASA is the one of the principal partners in the DFW Urban Demonstration Network with the goal of developing private/public models for deploying sensor networks and sustaining CASA's multi-disciplinary, end-to-end research after NSF funding ends in September 2013. CASA is led by the University of Massachusetts, Amherst with Colorado State University, University of Oklahoma, University of Puerto Rico Mayaguez, University of Virginia, University of Delaware, and University of Colorado, Colorado Springs as collaborating academic institutions.

**North Central Texas Council of Governments (NCTCOG).** NCTCOG is the other principal partner, through their office of Emergency Preparedness which serves the emergency management (EM) community. CASA has signed a Memorandum of Understanding (MOU) with the NCTCOG to facilitate the installation and operation of the radar network, to conduct joint local and national fundraising, and to engage a variety of stakeholders from surface transportation, aviation, utilities, corporate headquarters, and arena events. NCTCOG has formed a CASA WX Steering committee composed of local EMs and elected officials to guide the creation, operation and on-going sustainability of the Urban Demonstration Network.

**National Weather Service.** The National Weather Service's Office of Science and Technology (NWS-OST) is evaluating becoming a principal partner in the project. NWS-OST is interested in funding research in convective initiation and warnings, urban flash flood warning, and a project to integrate CASA weather into forecaster operations at the NWS Fort Worth Forecast Office and West Gulf River Forecast Center. Close collaboration is planned with personnel at the Fort Worth Forecast Office and the West Gulf River Forecast Center. In addition, NWS Southern Region Headquarters, located in Fort Worth, will host the computational infrastructure for the radar network, and assist delivering the real time data to the operational forecasters.

**DFW Emergency Managers.** CASA is also establishing strong connections to the large, vibrant regional EM community of over 300 EMs. The directors of Emergency Management for the cities Fort Worth and Dallas are co-chairs of the CASA/NCTCOG WX steering committee. Creating tailored products for the EM community will be a core focus of the Urban Demonstration Network.

**Local Academic Organizations.** In addition to the CASA universities, the DFW Urban Demonstration network will involve academic institutions within the Metroplex and beyond. University of Texas Arlington's Civil and Environmental Engineering program, and University of North Texas Natural Hazards and Emergency Management program are currently involved as collaborators for research, and are also evaluating hosting on their campuses.

**Other Stakeholders:** CASA and the NCTCOG are in the process of attracting additional stakeholders who have an interest in the low level data. Discussions are underway with private emergency managers, Tarrant County Storm water management, data providers for mobile apps, transportation providers and utility companies.

## *Components of the Network*



**Sensors.** We plan to operate an 8-node, multi-Doppler, dual-polarimetric, X-band radar network covering 12 out of the 16 counties in the Metroplex, and the majority of the 6.5 million people in the region. Lowest beam coverage is planned at an average 270 m AGL (ranging from 100 – 500 m) with 100 m gate spacing. The first four radars have been moved from Oklahoma to Texas; they are being refurbished, and will be installed in the Metroplex in time to begin operations by spring, 2012. CASA will take advantage of existing sensors, such as WSR-88D, TDWR and rain gages for creating new products and

for validation purposes.

**IT infrastructure.** IT infrastructure for data mining, radar control, and data dissemination will be housed at NWS Southern Region Headquarters (SRH). SRH intends to provide a T3 line into the Fort Worth Dallas Weather Forecast Office to ensure data flow, assist with integrating CASA data into AWIPS2, and create web-based interfaces that would allow research in on-demand forecasts/nowcasts, and experimental product display.

**Products.** CASA will offer a suite of high-resolution products to DFW stakeholders, the National Weather Service, for research and to demonstrate that value of the data to stakeholder groups. These products include real-time detections of severe wind events, hail, and tornados; accurate rainfall estimates; and forecasts ranging from 10 minutes to 3 hours.

## *Research and research-to-operations*

Broad research areas to be addressed are:

- Urban flooding and hydrology sensing, forecast, decision making and impacts
- Hydrometeor identification, forecast, decision making and impacts
- Low level wind sensing, forecast, decision making and impacts
- Network of Networks demonstration
- Warn-on-forecast research

We are currently identifying impacts-based, end-to-end projects that could be conducted collaboratively with DFW stakeholders and NWS forecasters. An example project would be to evaluate whether high resolution QPE coupled with urban-scale hydrological models can determine more accurately which roads will flood, and to develop notification strategies for NWS forecasters and emergency managers that impact the driving behavior of the public. Metrics to be evaluated could include: the reduction in flash-flood warning size, reduction in hazardous driving practices, more efficient use of emergency and public works personnel, and associated cost savings. In such a project, the driving public, local EMs, NWS forecasters, and transportation managers would collaborate with academic researchers across all of its disciplines to demonstrate this value.

## *Ownership/operations model*

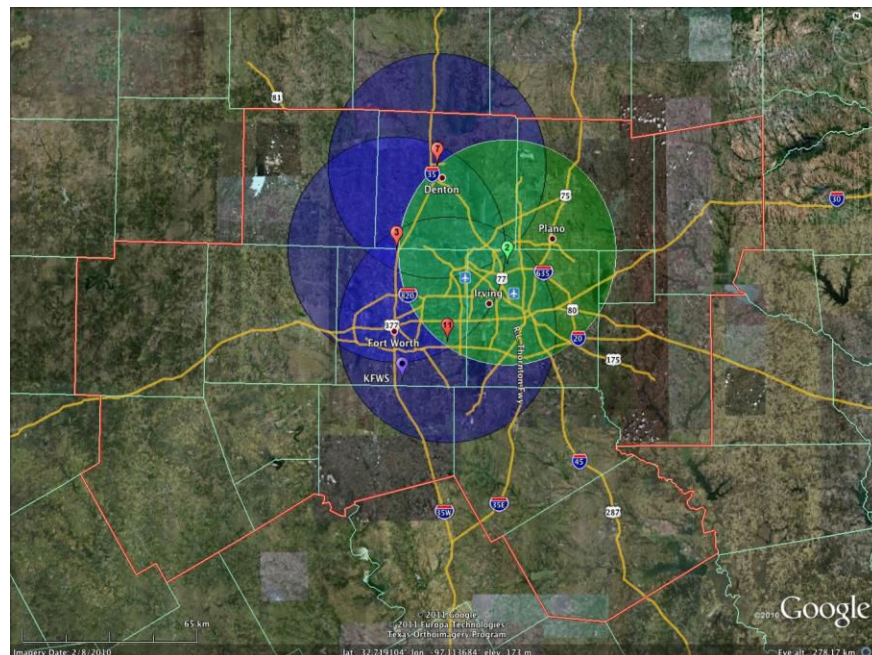
Together with the NCTCOG, CASA is developing a community-based model for supporting the installation and ongoing costs of operating, maintaining, managing and expanding the radar network. The radars themselves will continue to be owned by university and industry partners involved in the project, and made available to the project on an annual-costs-recovery basis, primarily for research, marketing, and demonstrating the benefits of boundary layer sensing for urban severe weather warning and response. The network infrastructure will be locally owned and supported. In addition, funds will be sought to cover on-going research from many different sources. The longer term vision is to expand the network to cover the entire 16 county region, and to transfer ownership and operations to local stakeholders, as a subscription based effort, while establishing the Dallas Fort Worth Urban Demonstration Network as a national-level urban test bed for multidisciplinary research and technology transfer for radars, socio-technical system design, meteorology, hydrology, decision-making, and socioeconomics of weather.

## *Radar Site Hosting*

In the first phase of the project, four CASA radars will be deployed at various locations in the DFW Metroplex.

The map below shows the proposed radar locations and the rings indicate the coverage area.

1. University of North Texas – Discovery Park
2. University of Texas at Arlington
3. Alliance Airport
4. **Town of Addison (16801 Westgrove Drive, Addison TX)** – shown in green below.





## Benefits to the Town of Addison of being a Radar Site Host

- As a host location, the Town of Addison will be **participating in regional project coordinated by the North Central Texas Council of Governments (NCTCOG)** and supported by local universities and businesses, the National Weather Service Forecast Office and the Texas Department of Emergency Management.
- The high resolution radar data provided through the network will **help the NWS Forecast Office in issuing more geographically specific and more timely severe weather watches and warnings** all over the Metroplex, including (and around) the Town of Addison. This will give Addison-based public safety officials a better situational awareness of the real-time severe weather conditions, enabling them to deploy response assets accordingly.
- The timely and geographically specific severe weather warning information from the radar network can help **local sports arenas, country clubs and other recreational areas** in keeping large groups of people safe during anticipated severe weather.
- Products generated through the radar network include low-level winds, rainfall measurements and rain/ice transition. This type of information can help **impact operations at the airport during severe weather – scheduling take-off and landing, salting and de-icing operations**. In addition it can help in **putting airport and airline employees and passengers out of harm's way** when severe weather approaches the area.
- Severe weather and flooding information generated through the project can help local transportation managers, logistics companies and large businesses better plan their routes on the **local streets, toll roads and highways**, thereby impacting the flow of commerce.
- Students from Addison can benefit from **learning about innovative radar technologies** being used in their town (potentially in collaboration with the water tower classroom).
- In addition to serving the Town of Addison, the coverage provided by the radar at Addison **can benefit surrounding towns** of Carrollton, Plano and Richardson (to name a few) as well.
- As the radar network expands eastward from four to eight radars, and neighboring cities and towns start hosting radars, the Town of Addison will be **uniquely positioned in the center of the radar network**, enabling it to get maximum benefit from the network. Conversely, if a radar is not located at Addison, **there will be a large gap in the center of the network**, severely impacting the benefits to the region as a whole.
- The Center for Collaborative Adaptive Sensing of the Atmosphere (CASA) is a prestigious National Science Foundation Engineering Research Center and the DFW Urban Demonstration Network will be a **high profile test bed**, first of its kind in the nation, and a model for similar networks across the country. The project is anticipated to **generate a lot of interest in the local and national media and create publicity for participants**.

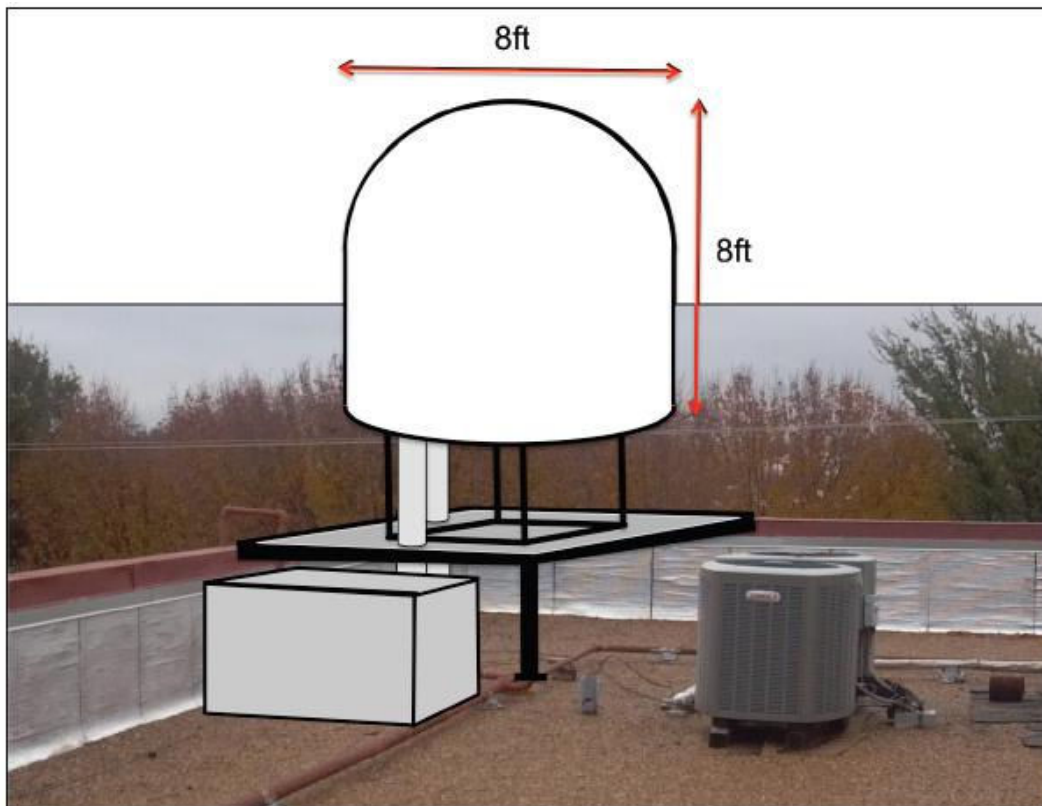
## APPENDIX A

### TOWN OF ADDISON PROPOSED DEPLOYMENT DRAFT

This document presents a draft of the proposed deployment tasks and setup for a CASA radar unit in the town of Addison as part of the larger DFW radar network.

The building in 16801 Westgrove Drive, Addison TX is identified as the primary deployment site, as it is furthest from the downtown tallest buildings and it is located in locally elevated terrain (existing communication towers in the Addison Fire Department building are considered as secondary options). It is a two-story building that allows crane access from the street. The northwest corner of the building rooftop would be the preferred location as it is the furthest point to the adjacent airport runway, therefore subjected to the least severe height restriction, and the closest to the street, which simplifies the required crane operation.

The rooftop existing walls and supporting structure can be leveraged to build a platform to set up the radar above wall level as depicted in Figure 1. A second, smaller structure could be built to provide some separation (~4-5 ft) between the radome floor and the platform and allow entering the radome and getting equipment in and out. An HVAC unit would be setup either underneath or on top of the platform, with air ducts running as needed. Appropriate conduits and roof penetrations would be needed to run 20 A 110 Vac wire and fiber optic cable to the radome, and 30 A 220 Vac to the HVAC unit.



**Figure 1 – CASA radar deployment conceptual draft for the Town of Addison**

**COLLABORATIVE ADAPTIVE SENSING OF ATMOSPHERE (“CASA”)  
RADAR HOST SITE AGREEMENT BETWEEN THE NORTH CENTRAL  
TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) AND THE TOWN OF  
ADDISON, TEXAS (“HOST”).**

**This Radar Host Site Agreement** (the “Agreement”) is made and entered into as of \_\_\_\_\_ (“Effective Date”) by and among the **North Central Texas Council of Governments (NCTCOG)**, a Texas political subdivision and non-profit corporation with offices located at **616 Six Flags Drive, Arlington, Texas 76011**, and the **TOWN OF ADDISON**, a local government with offices located at \_\_\_\_\_ (“Host”). In the event that Host is a local government as defined under the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (Act), this Agreement shall be subject to the terms of such Act.

**RECITALS:**

**WHEREAS**, CASA is the Engineering Research Center for Collaborative Adaptive Sensing of the Atmosphere at the University of Massachusetts, which is a National Science Foundation Engineering Research Center, with the University of Massachusetts, Amherst, MA as the lead University and the Board of Regents of the University of Oklahoma, Norman, OK, The Board of Governors of the Colorado State University System, by and through Colorado State University, Fort Collins, CO, and the University of Puerto Rico-Mayaguez, Mayaguez, Puerto Rico as Core Institutions, (hereinafter “CASA”);

**WHEREAS**, CASA currently operates a four-radar, lower-atmospheric observing system located in Oklahoma for detecting, predicting, warning and responding to hazardous weather. The primary funding comes from the National Science Foundation (“NSF”) and ends September 2013. CASA seeks to demonstrate the system’s public safety and economic benefits in a densely populated urban environment;

**WHEREAS**, NCTCOG is a regional planning commission that serves the 16-county region of North Central Texas, which is centered around the two urban centers of Dallas and Fort Worth. This area experiences severe weather events such as flash flooding, severe storms and tornadoes during 9 out of 12 months each year; and

**WHEREAS**, the HOST is a local government and wishes to house one of the CASA radars within their city limits.

**NOW, THEREFORE**, the parties hereby agree as follows:

**ARTICLE I**  
**OBJECTIVES / PHASES**

- DFW Urban Demonstration Network Goals

The parties hereto wish to undertake the deployment of the CASA testbed system to North Central Texas to achieve the following objectives:

- a) to demonstrate the system's public safety and economic benefits in a densely populated urban environment;
- b) to improve the capacity of the North Central Texas emergency management, environmental, and transportation systems and other benefits;
- c) by increasing the potential public and private impact (by bringing the testbed to a more densely populated area), to increase total funding for demonstration projects from Federal, state, local, foundation and private funding sources.

**ARTICLE II**  
**OBLIGATIONS**

**2.1** HOST's Obligations

During the Term of this Agreement, the HOST agrees to the following:

- Comply with all HOST radar site requirements listed in **Appendix A** of this Agreement.
- Handle the process of securing all applicable waivers or permits for all applicable zoning restrictions.
- Be responsible for expenses associated with site preparation and radar installation as described in **Appendix B**. The radar may be mounted on a short tower structure, a tall tower structure, or on a rooftop. The computing equipment housing may be located within fabricated shed, a trailer, in an existing building, or in a large, secured, weatherized box. Based on the particulars of the selected site, the cost of installation can vary. **Appendix B** lists the estimated installation costs as projected by CASA. Radar installation will take place with the assistance of licensed and bonded contractors.
- Provide additional installation materials (such as concrete, cabling, lightning rods, etc.) needed for radar installation. These items will be expensed by the contractors and will be the responsibility of the HOST.
- Take possession of the radar listed on **Appendix C** and maintain the radar at the HOST site specified on **Appendix C**. HOST acknowledges and

agrees that the radar is the property of University of Massachusetts Amherst (“OWNER”). HOST agrees that it shall not remove the radar from the HOST site and it shall not take any action that is inconsistent with OWNER’s interest. HOST shall keep the radar free and clear of all liens and encumbrances, including mechanic’s liens;

- During the Term of this Agreement, the HOST site shall meet the site requirements, as specified in **Appendix A**, at the HOST’s expense (if applicable). In particular, Host agrees to:
  - Provide a certified technician to assist CASA with general maintenance/ground support for their respective radar(s). Specifically, CASA engineers will require technical assistance/ground support in order to cost effectively operate the radar network. This involves brief trips to the radar sites required for local troubleshooting and maintenance. Problems with the radars can usually be diagnosed and fixed remotely over the network, but sometimes hardware resets are required to be done on site. Host sites must provide this service at their own cost;
  - Provide a 10 Mbps guaranteed (wired or wireless) service between the radar sites and the DFW Radar Operations Control Center(DROCC). The service provider (or providers) will also be required to provide and install communications equipment (i.e. dish antenna, etc.) on site. In addition, the service provider(s) must provide support throughout operations (troubleshooting, repairs, etc.).
  - Provide general commercial liability insurance on the site and equipment in amounts and coverage acceptable to NCTCOG and CASA to cover claims arising from the Host site and installation/use of the equipment supplied by CASA;

## **2.2** NCTCOG’s Obligations

During the Term of this Agreement, NCTCOG agrees to the following:

- Dedicate time and resources to identifying financial support and approval for the launch of the DFW Urban Demonstration Network;
- Deliver coordination between CASA and the HOST;
- Create and maintain a CASA Steering Committee;

NCTCOG further agrees to coordinate with CASA for the provision of (i) computing and data storage equipment required at each individual radar site; (ii) equipment required for testing algorithms; (iii) a radar system, along with the required air conditioning units, UPS equipment, and computing equipment.

### **2.3 Joint Obligations**

During the Term of this Agreement, both parties hereto agree to the following:

- Make every reasonable effort to ensure that the health and safety of all participants are protected during the performance of their duties as it relates to the CASA program;
- Neither party shall assign or require the other party to perform duties which would jeopardize their safety or cause them to sustain injuries;
- Avoid placing any participating member in a role that would constitute a conflict of interest;

### **ARTICLE III TERM; TERMINATION**

- 3.1** The initial term of this Agreement will be one year from the Effective Date with the ability to renew in one (1) year increments upon the agreement of the parties. Either party may terminate its participation under this Agreement upon sixty (60) days advance written notice to the other party.
- 3.2** This Agreement is contingent on continued funding through CASA and the NCTCOG. Should CASA determine that it is not in its best interest to keep the radar at the host site due either to a failure to secure adequate funding, termination of the Master Agreement between the University of Massachusetts/CASA and the NCTCOG, or other mitigating circumstances, it shall notify the NCTCOG as soon as practical and this agreement will be terminated.
- 3.3** Immediately upon expiration or earlier termination of this Agreement, CASA shall be entitled to come onto the HOST site to retrieve the radar and shall bear the costs associated with removal. CASA shall be completely unfettered by the host in its efforts to retrieve the radars from the site.

### **ARTICLE IV HOLD HARMLESS**

- 4.1** Both parties to the extent allowed by law shall protect and hold harmless the other party from any and all, liabilities, judgments, losses, claims, assessments, suits in law or in equity, expenses, attorney's fees, and damages arising from the other party's negligent acts or omissions, failure to perform its obligations under this Contract as well as any actual or alleged infringement of any United States or foreign patent, trademark or copyright in connection with this Contract.

**ARTICLE V**  
**Miscellaneous Covenants**

- 5.1 Amendments/Whole Agreement.** This Agreement and any amendment hereto may be executed in counterparts, and all such counterparts taken together shall be deemed to constitute one and the same instrument. The University of Massachusetts Amherst is expressly intended to be a third party beneficiary of this Agreement. This Agreement embodies the entire understanding of the Parties with respect to the subject matter herein, and any prior or contemporaneous representations, either oral or written, are hereby superseded. No amendments or changes to this Agreement shall be effective unless made in writing and signed by authorized representatives of the parties.
- 5.2 Dispute Resolution.** The parties to this Agreement agree to the extent possible and not in contravention of any applicable State or Federal law or procedure established for dispute resolution, to attempt to resolve any dispute between them regarding this Agreement informally through voluntary mediation, arbitration or any other local dispute mediation process before resorting to litigation.
- 5.3 Availability of Funding.** This Agreement and all claims, suits, or obligations arising under or related to this Agreement are subject to and limited to the receipt and availability of funds which are received from the funding agencies by NCTCOG dedicated for the purposes of this Agreement.
- 5.4 Governing Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Tarrant County, Texas.
- 5.5 Force Majeure.** It is expressly understood and agreed by the Parties to this Agreement that, if the performance of any provision of this Agreement is delayed by force majeure, defined as reason of war, civil commotion, act of God, governmental restriction, regulation or interference, fire, explosion, hurricane, flood, failure of transportation, court injunction, or any circumstances which are reasonably beyond the control of the Party obligated or permitted under the terms of this Agreement to do or perform the same, regardless of whether any such circumstance is similar to any of those enumerated herein, the Party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the period of time applicable to

such requirement shall be extended for a period of time equal to the period of time such Party was delayed. Each Party must inform the other in writing within reasonable time of the existence of such force majeure.

**5.6 Notice.** Notice from one Party to another Party regarding this Agreement shall be in writing and shall be delivered to the addresses shown below:

**If to NCTCOG:**        **North Central Texas Council of Governments**  
**Attn: Molly Thoerner, Director of Emergency**  
**Preparedness**  
**616 Six Flags Drive**  
**P. O. Box 5888**  
**Arlington, Texas 76005-5888**

**If to UNT:**        **Town of Addison**  
**Attn: Name of Contact**  
**Title of Contact**  
**Address of Contact**  
**Addison, TX**

The above contact information may be modified without requiring an amendment to the Agreement.

**[NEXT PAGE IS SIGNATURE PAGE]**



**IN WITNESS WHEREOF**, the parties hereto, intending to be legally bound, have caused this Agreement to be executed by their authorized representatives as set forth below.

**TOWN OF ADDISON**

**NORTH CENTRAL TEXAS  
COUNCIL OF GOVERNMENTS**

By \_\_\_\_\_

By \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

## APPENDIX A

### RADAR SITE REQUIREMENTS & SITING OPTIONS

#### 1. OVERVIEW

This document presents a minimal list of requirements for potential CASA radar sites in the DFW area. The site is required to house a small weather radar that shall scan over the hemisphere and provide data to users.

Each installation is composed of two subsystems:

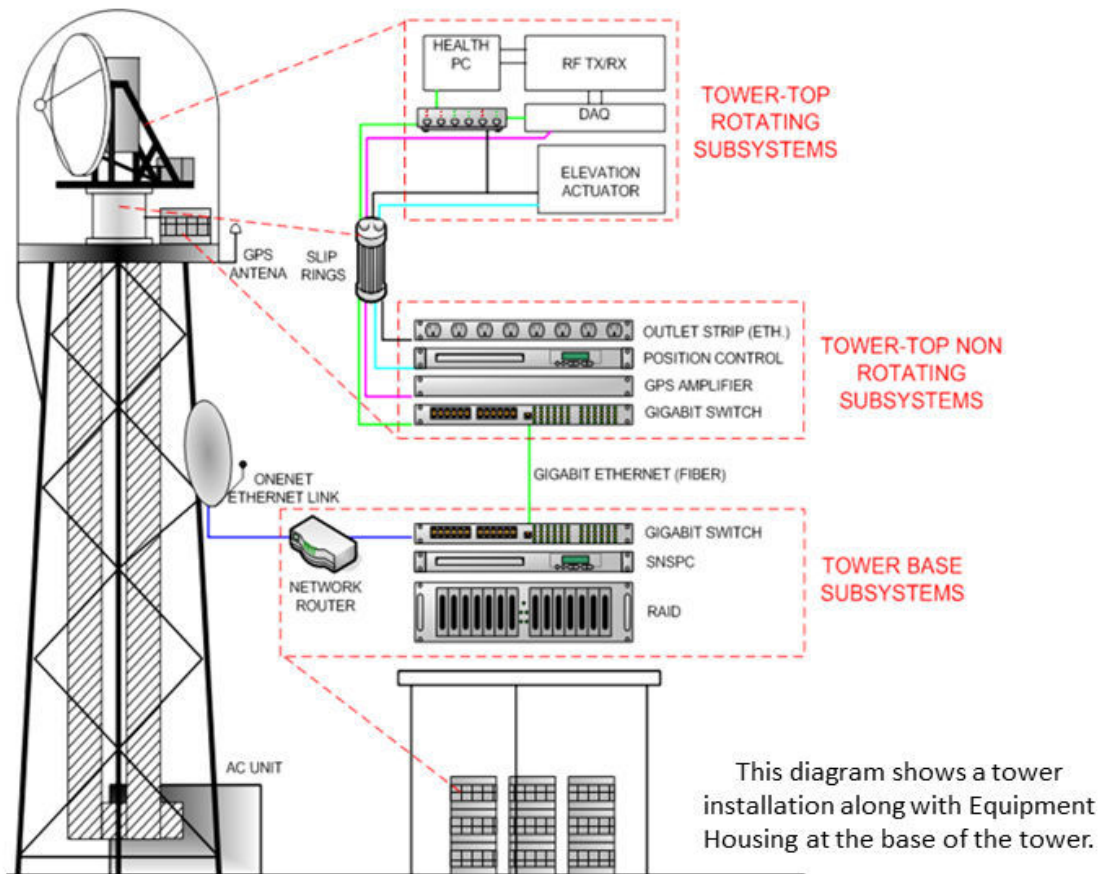
1) An electronic transmitter and digital receiver, antenna and pedestal all enclosed inside an opaque structure called a radome. Hereafter this is referred to as the Radar (Figure 1).



**Figure 1**

2) Computing equipment housed both inside the Radar Unit structure and outside. The external computing systems may be located inside an existing building, housed in a small shelter, or contained inside a weatherized box. Cabling must be run between the Radar Unit structure and the external computing systems to support Gigabit speed data transfer.

Therefore the 2 subsystems should be nearly collocated. Figure 2 depicts these subsystems.



**Figure 2**

## 2. SITE REQUIREMENTS

### 2.1 Dimensions

The proposed site(s) shall provide enough space to house an 8ft x 8ft x 8ft small Radar Unit structure.

### 2.2 Field of view

The proposed site(s) shall provide a unobstructed 360 degree view out to the horizon and the full hemispherical view. Alternatively, it shall at least have the potential to achieve the unobstructed field of view through the use of a tower structure of no more than 25 ft in height and 10 ft by 10 ft in base area.

### 2.3 Weight

The proposed site(s) shall be able to support a 1200 lb small Radar Unit structure.

### 2.4 Main power

The proposed site(s) shall have access to a minimum of 20 A at 110 VAC and 30 A at 220 VAC.

### **2.5 Communications**

Required: The proposed site(s) shall have an Internet access with a minimum outbound bandwidth of 10 Mbps and inbound bandwidth of 5 Mbps.

Desirable: Additional outbound bandwidth is desirable, but not required.

### **2.6 Equipment housing**

The proposed site(s) shall be capable of accommodating computing equipment with appropriate climate control for a rack mounted server and ancillary equipment in 8U rack space.

### **2.7 Space requirements**

The proposed site(s) shall be able to nearly collocate the Radar Unit equipment and the Computing Equipment to minimize cable runs between the two.

### **2.8 Security**

The proposed site(s) shall be secured as to prevent unauthorized personnel gaining access to the radar unit structure and computing equipment.

### **2.9 Accessibility**

The proposed site(s) shall be accessible by road. There should be 24/7 access for authorized CASA personnel to service equipment.

### **2.10 Installation**

The proposed site(s) shall have one time access to installation equipment such as cranes or fork lifts.

### **2.11 Zoning**

It is the responsibility of the site host to verify compliance with zoning regulations

### **2.12 Lightning protection**

Radar deployment at the proposed site(s) shall require lightning protection.

### **2.13 Site spacing**

The proposed site(s) shall be appropriately spaced to achieve optimal system performance. The average spacing should be approximately 30 km between sites.

### **2.14 Climate Control**

The site(s) shall provide space for HVAC installations, including ductwork, to climate control the Radar Unit structure.

## **3. SITING OPTIONS**

A candidate site may take several forms provided the requirements listed in section 2 are met. The radar may be mounted on a short tower structure (20'), a tall tower structure (70-100'), or on a rooftop. The computing equipment housing may be located within

fabricated shed, a trailer, in an existing building, or in a large, secured, weatherized box. The computing equipment housing should be nearly collocated with the radar enclosure, as they will be connected by fiber optic cable.

Below are photographic examples of varied installations, including requisite site preparation that may be necessary, depending on existing infrastructure.

### 3.1 Short Tower Field Installation

#### A) Ground preparation

Conduit installation for electrical (110V and 220V) and communications cables. May require digging of trenches to accommodate conduit.

Ground leveled and compacted as needed to support a poured reinforced concrete foundation, 9' x 9' x 5' with anchor bolts and grounding for lightning protection.



Figure 3 - Poured foundation, anchor bolts, trenched-in conduit

#### B) Short tower installation

Tower should be craned into position, anchored, and grounded.

Radar craned to tower top and anchored. Site must be accessible to crane.

Radar entry ladder bolted to tower and radar enclosure.



Figure 4 - Tower lifted into place



Figure 5 - Side view tower anchoring and conduit



Figure 6 - Top view tower anchoring with grounding cable visible



Figure 7 - Radar lifted to tower top and bolted in





Figure 8 - Angled ladder attached to radar and tower for trapdoor entry

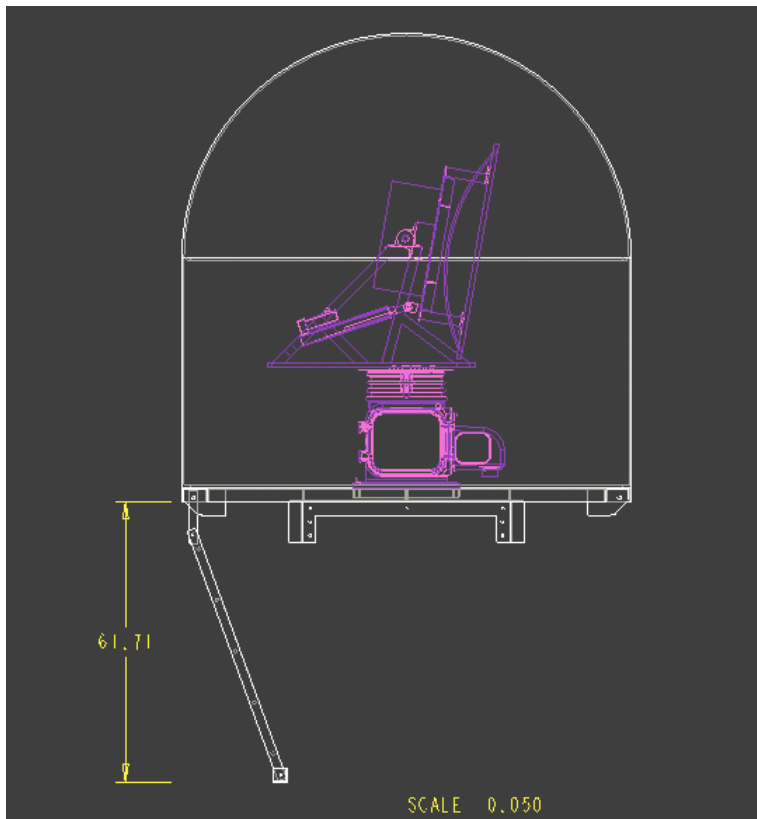


Figure 9 - Ladder and trapdoor model

C) Auxiliary infrastructure

Poured or prefabricated slab installed for HVAC unit.

Outgoing and Return ductwork installed.

Electrical breaker boxes and metering (if necessary).

8-10' chain link fence with razor wire to surround installation (if necessary).



Figure 10 - HVAC unit, Ductwork, Security fence



Figure 11 - Breaker box, Meter, Ductwork

### 3.2 Tall Tower Field Installation

In order to meet line of sight or communications requirements, a tall tower may be necessary. We have 3 existing examples of tall tower installations. Tower may be square or triangular. It may have a platform at the top or not. HVAC may be mounted on the ground or on a platform on the tower. A communications antenna may be mounted on the tower. Tall tower installations are not recommended unless a suitable tower already exists and is available or it is necessary to meet requirements. Many of the same steps are necessary as for the short tower.

#### A) Ground preparation

Conduit installation for electrical (110V and 220V) and communications cables.  
May require digging of trenches to accommodate conduit.

Sunken cylindrical reinforced concrete pillars at least 2' in diameter and 7' deep.



Figure 12 - Ground preparation for Tall Tower Installation

#### B) Tall tower installation

Tower should be craned into position, anchored, and grounded.

Radar craned to tower top and anchored. Site must be accessible to larger crane.

Access ladder bolted to tower and entry ladder to radar enclosure if necessary



Figure 13 - Tower feet anchored to reinforced concrete cylinders.



Figure 14 - Triangular tower mounts, with cable conduit and grounding



Figure 15 - Tower top with small platform



Figure 16 - Tower top craned into place



Figure 17 - A square pyramid tower adjacent to an existing building with a microwave antenna mounted alongside for communications.



Figure 18 - A square tower is craned into place



Figure 19 - Radar is craned onto a platform constructed at the top of the square tower





Figure 20 - Radar mount elevated off the platform

C) Auxiliary Infrastructure

Poured or prefabricated slab installed for HVAC unit if on ground.

HVAC may also be mounted at tower top if a platform is present.

Outgoing and Return ductwork installed.

Electrical breaker boxes and metering (if necessary).

8-10' chain link fence with razor wire to surround installation (if necessary).

Wireless radio antenna installed on tower (if necessary)



Figure 21 - HVAC unit craned up to tower top platform



Figure 22 - Outgoing and return insulated metal duct with booster fans strapped to tower for ground HVAC installation



Figure 23 - Wireless radio antennas mounted to tower

### 3.3 Rooftop Installation

A rooftop installation can be a convenient option when requirements can be met. The exact site specifications may be highly variable depending on the roof, the surroundings, and the available infrastructure. In general, the use of a building will allow avoiding excessively tall towers, and provide ready access to most of the infrastructure needed (power, communications, and equipment housing). The platform-based tall tower installation shown in figures 19-21 may also be used for guidance.

- A) Ground preparation
  - Electrical (110V and 220V) and communications cables provided at rooftop
  - Platform constructed to elevate radar off surface of roof (if needed).
  - Lightning protection cabling installed
  
- B) Auxiliary Infrastructure
  - HVAC mounted on rooftop or platform
  - Outgoing and Return ductwork installed
  - Electrical breaker boxes and metering (if necessary).
  - Wireless radio antenna installed if no high speed internet cabling is present



Figure 24 - Radar mounted on a small platform, elevated off a rooftop. Weatherized computer equipment housing box seen below



Figure 25 – Radar mounted on roof platform to clear surrounding structures. Rest of radar computing and networking equipment is housed inside the building.

### **3.4 Computer Equipment Housing**

As described in the requirements, in addition to the radar and associated infrastructure, space must be provided for computer equipment including servers, data storage arrays, network routers and switches, and rack mounted UPS. This may be housed in a shed, trailer, existing building (fig. 17 & 30), or weatherized box (fig. 24, except larger). An installation in an existing building will be similar to a standard server room, with equivalent HVAC and electricity requirements.

A) Ground preparation (if needed)

A concrete slab is poured to set housing on (shown in Figure 12)

Conduit installation for electrical (110V and 220V) and communications cables.

B) Shed requirements

HVAC for temperature and humidity control

Locking door

Internal and external lighting

Pass through for cabling to radar tower base

Space to hold a 20U server rack  
NEMA 5-15 and L5-30 Receptacles



Figure 26 - A prefabricated shed is craned onto concrete slab



Figure 27 - Cable pass-through to tower base and equipment shed

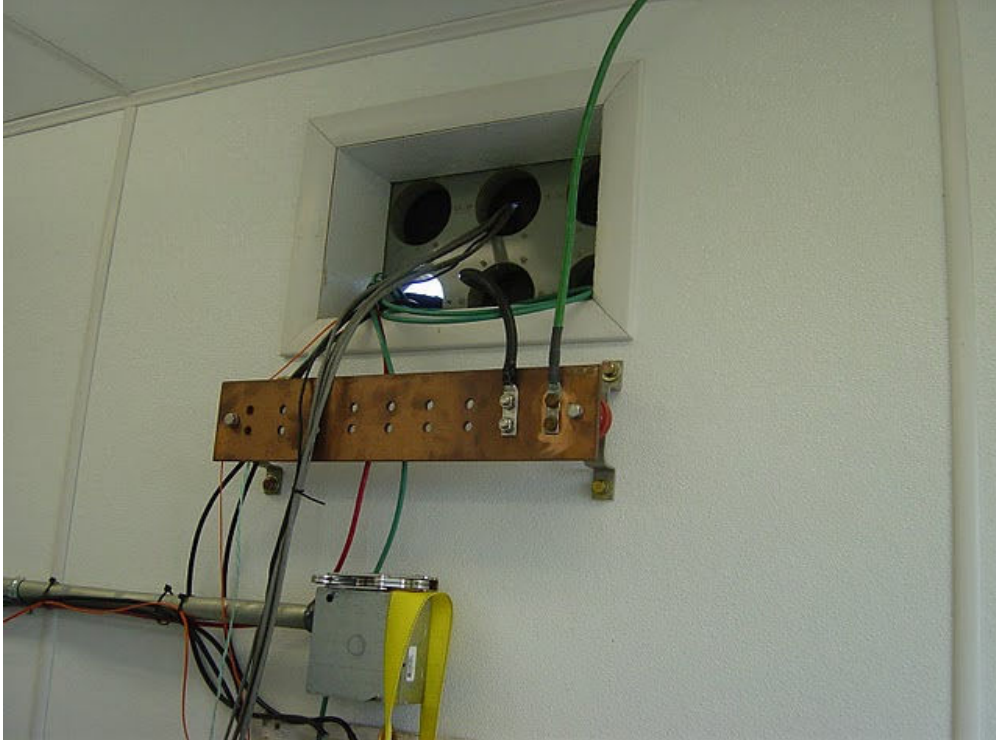


Figure 28 - Cable pass-through as seen from the inside

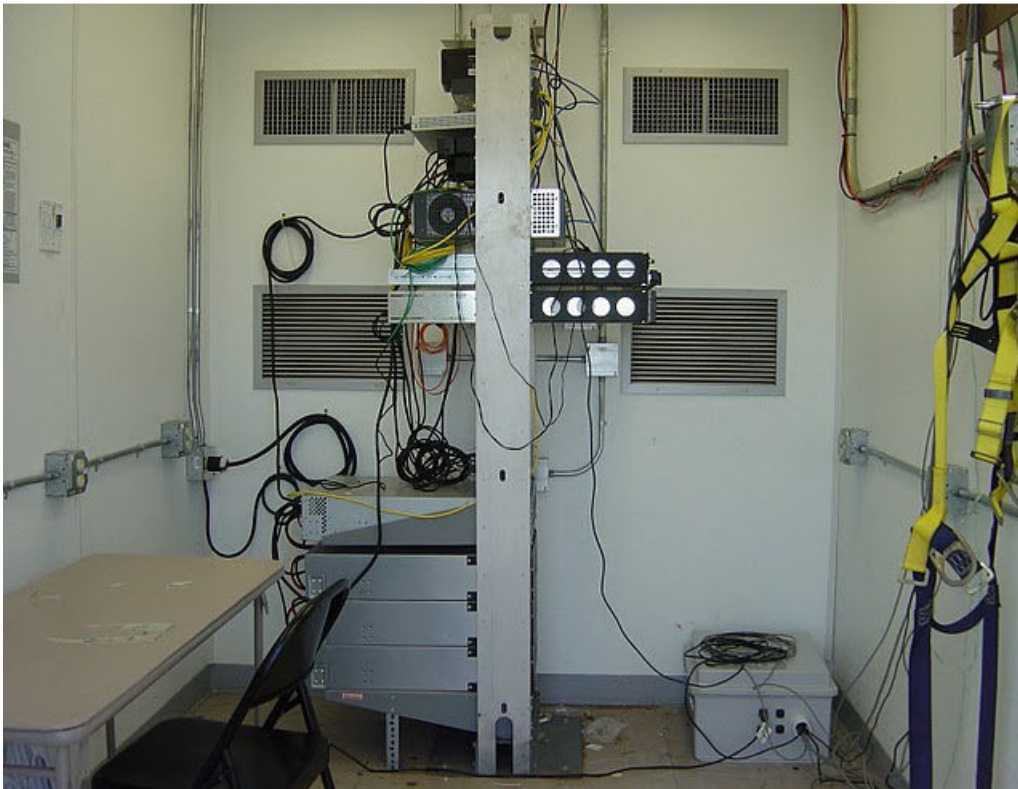


Figure 29 - Computer equipment housing installation



Figure 30 - Complete tall tower installation with prefabricated shed



Figure 31 - Complete short tower installation with collocated existing structure for computer equipment



Figure 32 - Complete building rooftop installation with indoor housing for computer equipment



## APPENDIX B

### SITE PREPARATION & RADAR INSTALLATION

A candidate site may take several forms provided the requirements listed in site requirements document are met (Appendix A). The radar may be mounted on a short tower structure, a tall tower structure, or on a rooftop. The computing equipment housing may be located within fabricated shed, a trailer, in an existing building, or in a large, secured, weatherized box. Based on the particulars of the selected site, the cost of installation can vary.

Radar installation will take place with the assistance of licensed, bonded and insured contractors identified by NCTCOG. CASA will help NCTCOG develop the work statements for the RFPs that may need to be issued. These contractors will be tasked with:

1. Determination of best installation structure (short or tall tower vs. rooftop).
2. Design and fabrication of mating structure (if needed).
3. Design and preparation of structure foundation (as needed)
4. Move of radars from workshop to sites and installation on structure.
5. Fencing, lightning protection, grounding, ductwork, electrical, HVAC, communication cabling (as needed).

#### SAMPLE QUOTE

Please note: These numbers are based on a previous radar installation, and may vary from your site's price.

#### SPECIFICATION AND PRICE

200' electric and fiber	\$4,700.00
Installation of tower foundations	\$6,000.00
Crane and labor	\$2,000.00
Ground rods and lightning rods	\$ 500.00
Installation of 140' 9 gauge strands of barbed wire	\$4,300.00
TOTAL	\$17,500.00
Additional one time design and engineering costs	\$7,500.00
GRAND TOTAL	\$~25,000.00

Based on site location and current infrastructure this cost potentially could go up to \$35,000.

## APPENDIX C

Name of Radar System:

CASA IP1 Refurbished Radar System

Brief Description:

1. 1.2 m parabolic dish antenna operated at X-band
2. Low power magnetron transmitter (10 Kw peak, 13 W avg)
3. Dual polarized waveguide/antenna feed horn assembly
4. Dual channel coherent-on-receive receiver/ data acquisition system
5. High performance pedestal assembly
6. 8 foot radome
7. Networking, computing and storage hardware
8. UPS with battery pack

Ownership:

University of Massachusetts, Amherst

**Host's Name:**

**Designation / Affiliation:**

**Name of proposed site:**

**Address:**

## John O'Neal

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**From:** Molly Thoerner [MThoerner@nctcog.org]  
**Sent:** Tuesday, March 20, 2012 1:38 PM  
**To:** Regional Emergency Managers  
**Cc:** Brenda Philips  
**Subject:** FW: 7 Ways CASA Could have Helped Yesterday

REMs,

I asked our CASA program lead how CASA could have helped us yesterday. I forward Brenda's response on behalf of the CASA Steering Committee leadership. There has been progress in the project recently, but we will all need to pull together to work to get these installed and sustained. Thanks to the steering committee, host sites, and all who have pitched in to get us to this milestone.

Here is a link to the FW Star Telegram article in case you haven't seen it yet.

<http://www.star-telegram.com/2012/03/13/3807571/new-weather-radar-to-be-tested.html>

Regards,

Molly Thoerner

----- Original message -----

**Subject:** 7 Ways CASA Could have Helped Yesterday  
**From:** Brenda Philips <bphilips@ecs.umass.edu>

As you are all still feeling the impacts of last night's storm, I wanted to remind you how CASA radars could have helped manage this severe weather outbreak.

This is just the kind of event that CASA radars are meant to handle...with rain, hail, flooding, high winds and threat of tornado. The key idea to remember is that CASA is looking low to the ground, has minute updates so you can see rapidly evolving weather, and the data is more fine grained.. on the scale of one to two football fields. That will help you see neighborhood by neighborhood where the threats are and how intense they are.

Also we'll be able to give minute by minute forecasts of where the threat area heading out to 30 minutes, and have longer term forecasts every 30 minutes.

1. **Flooding.** Having CASA radars across the metroplex is like having a rain gage that measures rainfall rates every 800 feet! In addition, because the radars observe low to the ground, the measurements tend to be more accurate. We expect to be able to better pinpoint areas for flooding by linking CASA data with rainfall runoff and inundation models.

2. **Wind Events.** Yesterday's events came with lots of high winds that knocked out power, toppled trees etc. With CASA data you'll get true wind direction (the wind direction arrows) and very fine scale data (the size of 1 or 2 football fields), with the tools to forecast where the wind is going. We expect you'll be able to see neighborhood by neighborhood where the wind is impacting people.

3. **Tornado Threat.** A long line of thunderstorms such as last night's can carry a risk of small tornados developing on the leading edge of the storm. CASA's fined grained data with fast updates can capture these spin-ups.
4. **Hail.** This year we're going to test a hail product that can show the size of hail hitting the ground.
5. **Post Event Clean Up and Rescue.** CASA data will be very useful for pinpointing which areas were hardest hit for recovery from the storm.
6. **Keeping Spotters and first Responders safe.**
7. **Evening Severe Weather Events.** In an event such as yesterday's that extended into the evening hours, it can be difficult and dangerous to get a visual confirmation of what's happening. In this case, CASA can be your electronic eyes on the storm.

We're aiming for the radars to be up and running before this storm season is over. In the meantime, talk to the Fort Worth/Dallas NWS Forecast Office, the Council of Governments Emergency Preparedness department , or CASA about the potential for the radar network. We'll need the financial support of the region to keep the network in North Texas for the longer term.

Best regards,  
Brenda Philips  
Associate Director, CASA  
Co-Director, Dallas Fort Worth Urban Demonstration Network  
[bphilips@ecs.umass.edu](mailto:bphilips@ecs.umass.edu)  
[www.casa.umass.edu](http://www.casa.umass.edu)

You are currently subscribed to Regional Emergency Managers (REM) as: [joneal@addisontx.gov](mailto:joneal@addisontx.gov) .

To unsubscribe, send a blank email to [leave-490536-88090F@corra.nctcog.org](mailto:leave-490536-88090F@corra.nctcog.org)

## **Council Agenda Item: #ES1**

### **AGENDA CAPTION:**

Closed (executive) session of the Addison City Council, pursuant to Section 551.071 of the Texas Government Code, to conduct a private consultation with its attorney(s) to seek the advice of its attorney(s) about contemplated litigation or on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with Chapter 551, Texas Government Code, regarding a lease at Addison Airport.

### **FINANCIAL IMPACT:**

n/a

### **BACKGROUND:**

n/a

### **RECOMMENDATION:**

n/a

### **COUNCIL GOALS:**

N/A

### **ATTACHMENTS:**

Description:

Type:

No Attachments Available

## **Council Agenda Item: #ES2**

### **AGENDA CAPTION:**

Closed (executive) session of the Addison City Council, pursuant to Section 551.071 of the Texas Government Code, to conduct a private consultation with its attorney(s) to seek the advice of its attorney(s) on a matter in which the duty of the attorney(s) to the City Council under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with Chapter 551, Texas Government Code, regarding a license agreement at Addison Airport.

### **FINANCIAL IMPACT:**

n/a

### **BACKGROUND:**

n/a

### **RECOMMENDATION:**

n/a

### **COUNCIL GOALS:**

N/A

### **ATTACHMENTS:**

Description:

Type:

No Attachments Available

## **Council Agenda Item: #ES3**

**AGENDA CAPTION:**

Closed (Executive) session of the Addison City Council pursuant to Section 551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property located adjacent to or within Addison Airport.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

n/a

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available

## Council Agenda Item: #R10

**AGENDA CAPTION:**

Consideration of any action regarding a lease at Addison Airport.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

n/a

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available



## Council Agenda Item: #R11

**AGENDA CAPTION:**

Consideration of any action regarding a license agreement at Addison Airport.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

n/a

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available

## Council Agenda Item: #R12

**AGENDA CAPTION:**

Consideration of any action regarding the purchase, exchange, lease, or value of real property located adjacent to or within the Addison Airport.

**FINANCIAL IMPACT:**

n/a

**BACKGROUND:**

n/a

**RECOMMENDATION:**

n/a

**COUNCIL GOALS:**

N/A

**ATTACHMENTS:**

Description:

Type:

No Attachments Available