



**REGULAR WORK SESSION & MEETING  
OF THE CITY COUNCIL**

**January 26, 2016**

**ADDISON CONFERENCE CENTER**

**15650 ADDISON ROAD ADDISON, TX 75001**

**6:45 PM WORKSESSION**

**7:30PM REGULAR MEETING**

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**WORK SESSION**

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1. Discuss The **Proposed Public Information Policy For The Town Of Addison.**
  2. Discuss And Coordinate The **Council Calendar For March, April & May 2016.**
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**REGULAR MEETING**

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**Pledge of Allegiance**

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## Announcements and Acknowledgements regarding Town and Council Events and Activities

### Discussion of Events/Meetings

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#### Public Comment.

The City Council invites citizens to address the City Council on any topic not on this agenda. Please fill out a **City Council Appearance Card** and submit it to a city staff member prior to Public Participation. Speakers are allowed **up to three (3) minutes per speaker** with **fifteen (15) total minutes** on items of interest or concern and not on items that are on the current agenda. In accordance with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the agenda. The Council may choose to place the item on a future agenda.

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3. Present **Silver Fleet Award To The Town Of Addison From The North Central Texas Council Of Governments.**

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#### Consent Agenda:

*All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.*

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4. Consider **Approval Of The January 12, 2016 Regular Meeting Minutes.**
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5. Consider A **Resolution Appointing Members To The Planning & Zoning Commission.**
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6. Consider A **Resolution Appointing Members To The Community Partners Bureau.**
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7. Consider A **Resolution Appointing Members To The Board Of Zoning Adjustment.**
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### Regular Items

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9. Discuss And Consider Action Regarding **New Open Carry Regulations.**
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10. Discuss And Consider Approval Of An **Ordinance Rezoning An Approximately 17.4 Acre Property Located At 4150 Belt Line Road From PD (Planned Development) to A New PD (Planned Development).** Case 1725-Z/Addison Groves/Mr. Frank Liu.
  11. Discuss And Consider Action Needed To **Adopt The Addison Athletic Club Master Plan.**
  12. Discuss And Consider Action Needed To **Select The Next Special Area Study For The Town Of Addison.**
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Adjourn Meeting

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NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

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Posted:  
Laura Bell, 1/22/2016, 5:00pm

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES.  
PLEASE CALL (972) 450-7017 AT LEAST  
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

**Work Session and Regular Meeting****Meeting Date:** 01/26/2016**Department:** Legal

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**AGENDA CAPTION:**Discuss The **Proposed Public Information Policy For The Town Of Addison.****BACKGROUND:**

The City Secretary's Office, in coordination with the City Attorney, has drafted a Public Information Policy ("Policy"). . This policy establishes clear guidelines for all Town Staff to follow when responding to and completing Open Records Requests ("Requests"). Below are a few important recommendations in the Policy:

1. **Staff will charge for Requests that are over 50 pages.** The 50 page trigger for charges is in line with the fee schedule set forth by the Attorney General. Once a Request reaches copies of 50 pages, the municipality can charge staff time. Staff affirms this practice for the Town. When complying with Requests in accordance with the Public Information Act, some Requests can be very time consuming and labor intensive for staff. Specifically, some requests are in the hundreds of pages or may take many hours of valuable staff time to copy and produce the records requested. Pursuant to the Public Information Act, these charges allow the Town to recoup a small portion of cost to the Town to fulfill the Requests.
2. **This Policy also creates guidelines for staff to respond in a timely manner.** The Public Information Act gives the municipality up to 10 business days to respond. The proposed policy gives the City Secretary 24 hours to assign the request to the responsible department. After assignment, the department then has three (3) days to provide the documents to the City Secretary's Office. These guidelines will help the City Secretary and the City Attorney have ample time to review the documents and decide what information is public.
3. When all Requests are treated equally, as the Policy recommends, Town Staff and individuals requesting information can know what to expect from the Town. The Policy ensures that the Town is acting in accordance with State Law.

This policy will not change the customer service level that requestors receive in Addison, and does not conflict with the Public Information Act.

**RECOMMENDATION:**

Administration seeks approval from Council to bring forward a Resolution adopting the policy at a future meeting.

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**Attachments**

Policy

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**TOWN OF ADDISON**  
**OPEN RECORDS POLICY**

**PURPOSE**

The purpose of this policy is to establish internal guidelines in accordance with Texas Government Code 552.001, et seq., as amended, (the Texas Public Information Act) (the "Act"), to ensure that all records in the possession of and pertaining to the operation of the Town of Addison, Texas ("City") are available to the public through a systematic and centralized process and as required by law.

**DEFINITIONS**

- **City Secretary's Office**- The office of the City Secretary of the Town of Addison, Texas, which shall include the City Secretary and any employees within this office.
- **Department**- The department(s) to whom a public information request is forwarded or the department(s) that has information responsive to a request for public information. The term department shall refer to the liaison(s) as defined in this policy, and any other employee so designated or responsible for responding to public information requests.
- **Department Head**- The individual in charge of a department within the City as determined by the City Manager.
- **Liaison**- The person(s) in each department designated by the department head as responsible for responding to, processing and filling requests for public information.
- **Manipulation**- The process of modifying, reordering, or decoding information with human intervention.
- **Public Information**- the definition of "public information" as set forth in the Act, as amended.
- **Public Information Requests**- All written Requests for public information fall under the provisions of the Act. This includes any correspondence, standard form

## Open Records Disclosure Policy Town of Addison

document, facsimile, email communication, or other writing that requests information. The City has a portal that can be used to Request public information, but USAGE OF THE PORTAL IS NOT REQUIRED. It is the City's policy to request that a Requestor submit a Request for public information in writing via the City's designated portal on the City's website.

- Requestor- any person, group, association, corporation or other assembly of individuals who make a request for public information pursuant to the Act.
- Requests- All requests for information, as defined under the Act, with the exception of open record requests that are received by the Police Department, Fire Department and/or Municipal Court. In the event a request overlaps between departments (ie. City Secretary and Fire Department), the City Secretary shall assume the leadership of accepting and responding to the request.
- Standard/ Nonstandard Copies-
  - Standard Copies- Printed impressions on paper that measures up to 8 ½ by 14 inches. Each side of a piece of paper on which an impress is made is counted as a copy.
  - Nonstandard Copies- Copies of information made available to a Requestor in any format other than a standard copy. This includes, but is not limited to, microfiches, microfilm, diskettes, magnetic tapes, videocassettes, and paper copies larger 8 ½ by 14 inches.

### GENERAL

The City regularly receives Requests for access to public information. The City shall evaluate each Request in accordance with the requirements set forth in the Act. The timeline for the release of information is dependent upon the information requested, and whether or not it falls within a mandatory or permissive exception provided by the Act. The purpose of this policy is to provide general guidance on the open records process in the Town.

In handling Requests for public information, the City must comply with the requirements of the Act. Any written Request for public information in the state of Texas, routine or otherwise, must be handled in accordance with the Act and other state and federal statutes. Charges associated with the copying of information fall under the provisions of the Act, specifically those sections of the Code that set maximum charges for the copying of information, and the Texas Administrative Code. These charges must be used in assessing fees for compiling and copying public information, except to the extent that other law provides for charges for specific kinds of public information.

The fee schedule provided in the Texas Administrative Code must be followed when responding to a Requestor and assessing costs.

The Act does not require the creation of new information. Departments should only

## Open Records Disclosure Policy Town of Addison

provide information that responds to the Request and that exists at the time the Request is received. If a Department does not have information that responds to a Request, the Department shall notify the City Secretary's Office, which shall notify the Requestor, in writing.

The Act prohibits the City from inquiring why a Requestor is requesting certain information or how the information will be used. City staff may only make inquiries to a Requestor for the following reasons:

1. To establish proper identification, if needed;
2. To clarify a Request that is unclear; and/or
3. In cases where a large amount of information has been requested, to discuss how the scope of a Request may be narrowed.

### CITY SECRETARY

The City Charter designates the City Secretary as the Town Records Management Officer for the City and all Requests for public records should be addressed to the City Secretary. The City Secretary shall be the City's authority for releasing records in accordance with the Act, with the exception of Fire Department, Municipal Court and Police Records.

The Request must sufficiently identify the record desired by name (if known) of record, date of record, and address/location of record. The City, however, must make a good faith effort to advise the Requestor of the kinds of records available to assist him in clarifying his Request. Should the type of record being requested not be a record maintained by the City, the City has no obligation to create a record or records to satisfy the request.

### DEPARTMENT RESPONSIBILITY

The City Secretary's Office is the point of contact and the distribution point for all Requests. Departments shall forward all Requests received to the City Secretary's office within twenty-four (24) hours of receipt.

The Department Head is responsible for providing coordination between the City Secretary's Office and staff in his or her office to ensure that provisions of this Policy are followed. Department Heads are responsible for responding as requested by the City Secretary's Office or City Attorney regarding Requests for departmental public information.

Department Heads shall appoint one (1) or more departmental liaison(s) that will be responsible for responding to, processing and fulfilling Requests, and working with the City Secretary's Office or City Attorney in handling Requests. The Department Head shall also ensure that if the departmental liaison(s) is unavailable, at least one (1) staff member with knowledge of the public information process and all Requests that are

Open Records Disclosure Policy  
Town of Addison

submitted to the Department, is available to process the Request and/or work with the City Secretary's Office and City Attorney in handling Requests.

Departments are responsible for organizing and maintaining both active and inactive information in a manner that maximizes the ready availability of the information in accordance with state laws.

Departments are responsible for providing all responsive documentation to the City Secretary's Office within four (4) days of the Request date, unless requested sooner. Revisions of this time period may be made by the City Secretary and/or City Attorney, upon Request and demonstration of necessity.

Departments are responsible for estimating, justifying, and reporting all charges associated with compiling and copying information.

Departments shall examine all information to determine which information is responsive to the Request and forward such information to the City Secretary's Office.

CITY SECRETARY'S OFFICE

The City Secretary's Office logs in and carries out the initial distribution of all Requests to relevant Department Heads and/or appointed liaisons and also forwards a copy to the City Attorney.

The City Secretary's Office is responsible for contacting the Requestor to confirm receipt and to indicate the initial status of distribution efforts, if known.

The City Secretary's Office will provide advice to Departments on costs associated with providing copies of, or access to, public information. The City Secretary's Office shall be responsible for drafting all cost estimate letters in association with Requests.

The City Secretary's Office will provide copies or access to public information in response to standard Requests in accordance with the Act.

The City Secretary's Office is responsible for advising and informing the City Manager's Office on Requests as requested by the City Manager.

The City Secretary's Office shall coordinate the response to all Requests, with the assistance of the City Attorney. The City Secretary's Office shall not provide access or copies to the Requestor until the City Attorney has reviewed the information and determined if the information can be released.

CITY ATTORNEY

The City Attorney is responsible for assisting in the compliance of this policy, the Act and the direction of City Council.

Open Records Disclosure Policy  
Town of Addison

The City Attorney reviews all Requests forwarded by the City Secretary's Office and other Departments to determine whether any portion of the requested information may fall under an exception pursuant to the Act.

In order to determine whether information is confidential or excepted from disclosure under the law, the City Secretary's Office shall provide the City Attorney with a copy of the requested information before the information is released to the Requestor. The City Attorney shall notify the Requestor, relevant Departments, and the City Secretary's Office upon determination that the requested information is subject to exception from disclosure or release. The City Attorney shall oversee the redaction of information determined to be confidential or otherwise excepted from public disclosure.

In accordance with the Act and if necessary, the City Attorney will send a Request for a ruling to the Texas Attorney General. The City Secretary's Office will be copied on all correspondence with the Attorney General's Office.

PRACTICE

All Requests shall be submitted in writing regardless of the source, and shall be submitted to the City Secretary's Office. The Requestor may submit his Request in letter form, by electronic mail, by facsimile, or by completing the Request through the open records request online portal. All Requests that are not submitted through the online portal should be forwarded immediately to the City Secretary's Office for review and distribution.

The City Secretary's Office shall distribute the Request to the appropriate Departments, which shall confirm receipt of the Request within one (1) business day. A copy of the information responsive to the Request shall be provided to the City Secretary's Office within four (4) business days of receipt of the Request by the City, unless requested sooner.

All responsive information maintained by the City at the time of a Request must be provided to the City Secretary's Office. After review by the City Secretary's Office and the City Attorney, if applicable, all information, which is not otherwise excepted from required public disclosure, shall be released. The difficulty or inconvenience involved in making this information available is not a factor in determining whether or not information shall be released. The availability and volume of information requested, however, are highly relevant to what constitutes a reasonable period of time. For more voluminous Requests, the task of compilation may be greater.

Requests shall be handled promptly and timely, taking into account the order in which they are received and the information requested. When the time necessary for compilation or provision of requested information will exceed ten (10) business days from the date of the standard Request, the City Secretary's Office shall certify in writing to the Requestor the approximate date when the information will be available, copying

## Open Records Disclosure Policy

### Town of Addison

the City Attorney and City Attorney's designee for Requests.

All original Requests for Disclosure of Public Records, along with any documentation and/or rulings, shall be maintained by the Department receiving the Request (City Secretary, Emergency Response, Fire, and Police) for file, records retention, and reference purposes in accordance with the Texas State Library and Archives Retention Schedule.

### Electronic Data

If responsive information exists in an electronic or magnetic medium, the Requestor may Request a copy either on paper or in an electronic medium, such as on diskette or magnetic tape. City staff shall provide a suitable copy in the requested medium if:

- 1) the City has the technological ability to produce a copy of the requested information in the requested medium;
- 2) the City is not required to purchase any software or hardware to accommodate the Request; and
- 3) provision of a copy of the information in the requested medium will not violate the terms of any copyright agreement between the City and a third party.

If City staff is unable to comply with a Request to produce a copy of information in a requested medium for any of the reasons described above, City staff shall provide a paper copy of the requested information or a copy in another medium that is acceptable to the Requestor. City staff is not required to copy information to a diskette or other material provided by the Requestor, but may use City supplies and charge the Requestor.

### Manipulation of Data

If City staff determines that responding to a Request will require programming or manipulation of data and that compliance with the Request is not feasible or will result in substantial interference with ongoing operations, the City Secretary's Office shall provide to the Requestor a written statement that must include:

- 1) a statement that the information is not available in the requested form;
- 2) a description of the form in which the information is available;
- 3) a description of any contract or services that would be required to provide the information in the requested form;
- 4) a statement of the estimated cost of providing the information in the requested form, in accordance with charges outlined in the Act; and

Open Records Disclosure Policy  
Town of Addison

- 5) a statement of the anticipated time required to provide the information in the requested form.

The City Secretary's Office shall provide the written statement to the Requestor in accordance with the Act.

After providing the written statement to the Requestor, staff has no further obligation to provide the information in the requested form or in the form in which it is available unless, within thirty (30) days, the Requestor states in writing to the staff that the Requestor:

- 1) wants staff to provide the information in the requested form according to the cost and time parameters set out in the statement or according to other terms to which the Requestor and staff agree; or
- 2) wants the information in the form in which it is available.

If the Requestor does not make a timely written statement as provided in this section, the Request is considered to be withdrawn.

The City Secretary's Office shall maintain a file containing all written statements issued under this section in a readily accessible location for one (1) year after a final decision on the Request has been made.

Staff shall consult with the Information Technology Department prior to providing the written statement described above, as well as a "suitable copy" described in Electronic Data, if Information Technology has service responsibility for the electronic records keeping systems from which the information is being requested.

Request for Inspection and Delivery

For both convenience and security, all information requested shall be located by Department staff, inspected by the Requestor, and copied by Department staff.

City staff shall not remove or allow to be removed from City offices any original copies of public information. Inspections of public information shall take place on-site in City facilities. Departments shall provide facilities and accommodations to accomplish such inspections.

Persons requesting access to public information must complete examination of the information within ten (10) business days from the date material is made available to them. This period may be extended an additional ten (10) business days provided the Requestor, during the initial period, files a written request for additional time. If the Requestor does not complete the examination within ten (10) business days after the information is made available, and does not file a Request for additional time, the



## Open Records Disclosure Policy Town of Addison

Request is considered withdrawn. An additional ten (10) business days may be granted if, within the additional period, the Requestor files another written Request for additional time. This examination period may be interrupted if the information is needed for use by the City. This period of interruption is not included in the time period during which persons may examine information.

Copies of materials requested will be sent to the Requestor in the manner in which it was received. It may be mailed to the Requestor by first class United States mail, provided that the Requestor has paid all costs associated with copying, as well as postage costs, in advance.

Destruction of public information shall take place on a regular and systematic basis according to approved records retention and disposition schedules, City Code provisions and state law. No information shall be destroyed, however, including information whose retention minimum has expired, after a Request for that information or notification of such a pending Request has been received.

### Repetitious Requests

If City staff determines that a Requestor has made a duplicate Request (an identical Request to one that has previously been answered by the City), the City Secretary's Office shall certify to the Requestor that copies of all or part of the requested information were previously furnished or made available to the Requestor. The certification must include:

- 1) a description of the information for which copies have been previously furnished or made available to the Requestor;
- 2) the date the governmental body received the Requestor's original Request for that information;
- 3) the date the governmental body previously furnished copies or made the information available to the Requestor;
- 4) a certification that no subsequent additions, deletions, or corrections have been made to that information; and
- 5) the name, title, and signature of the officer for public information or the officer's agent making the certification.

A charge may not be imposed for making a certification under this section.

This section does not apply to information that was not previously copied or made available to the Requestor upon payment, including information for which copies were not furnished or made available because the information was redacted from other information that was furnished or made available or because the information did not yet

Open Records Disclosure Policy  
Town of Addison

exist at the time of an earlier Request.

When mailing copies of sensitive information, certified mail should be used when an appropriate mailing address is provided.

FEES

Fees for disclosure of public records shall be determined as outlined by the guidelines established by the Texas Building and Procurement Commission (formerly General Services Commission (GSC)) rules (Texas Administrative Code, Sections 111.61 - 111.63) as summarized in Exhibit A.

Departments shall keep records of labor involved in compiling all Requests for information so that proper charges can be assessed.

The City Secretary with the help of the City Attorney should provide a Requestor with a written estimate of costs anticipated for information that will require manipulation, programming, personnel time, or other cost categories over and above simple paper copies.

As a general rule, there is no charge for inspection of public information if a copy is not requested. The following are exceptions to this rule, for which fees may be charged:

- 1) In the case of paper records on which a page or pages contain confidential information that must be edited or redacted before the information can be made available, departments may charge only for the cost of a copy of the page from which information must be redacted.
- 2) In the case of information in an electronic medium that is not available directly online to a Requestor and that will require programming or manipulation of data to comply with a Request, departments may impose charges for access to the information. The City Secretary's Office shall provide an estimate of related charges to the Requestor before assembling the information.
- 3) In the case of information in an electronic form on a computer owned or leased by the City to which the public has direct access through a computer network or other means and that will require processing, programming, or manipulation on the City-owned or leased computer before it can be electronically copied, departments may impose associated charges.

When mailing copies of material requested, fees charged shall be collected before materials are sent. The City Secretary's Office may notify Requestors of exact charges by telephone, correspondence, or by calculating charges on the Public Information Request form and forwarding it as an invoice. All facsimile and mailing costs, including certified mail charges, shall be included as part of total copying charges assessed.

Open Records Disclosure Policy  
Town of Addison

When charges for copying are projected with certainty to exceed \$100, a deposit shall be charged, and a receipt for this amount shall be given when the deposit is received.

Sales tax may not be added to the charges for copying public information.

Mailing charges may be assessed.

WAIVER

The City reserves the right to waive fees for the cost of a copy or copies requested by a city official, city employee or other governing entities (local, state, or federal).

TRAINING

The City Secretary's Office, in conjunction with the City Attorney, shall provide training and guidance to all Departments and Liaisons on the legal requirements, costs, and procedures associated with responding to Requests for public information.

All staff members designated as a Liaison for public information, or a backup to the Liaison in his or her absence, shall be required to attend the training at least once within a two-year period. If a new staff member is designated as a Liaison, or the backup to the Liaison, that person shall attend the next available training session.

The City Secretary's Office is the official designee of the City to satisfy the training requirements of Section 552.012 of the Texas Government Code, as amended.

REFERENCES

- Public Information Act, Chapter 552, Texas Government Code, as amended.
- Cost Regulations, as set forth in § 552.261 - .274, Texas Government Code and Texas Administrative Code, Chapter 70.
- Addison Code of Ordinances, Article V. Records Management.

AI-1501

Item # 2.

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Council

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**AGENDA CAPTION:**

Discuss And Coordinate The **Council Calendar For March, April & May 2016.**

**BACKGROUND:**

Laura Bell

**RECOMMENDATION:**

Information only, no action required.

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**Attachments**

Calendar

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# March 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Mayor Coffee (AM)	3	4	5
6	7 ED Lunch	8 Airport Liaison (4pm) Council Meeting	9	10 Strategic Planning Session (4-8)	11	12
13	14	15	16	17 Metrocrest Key Holder Breakfast (730a) Mayor Coffee (PM)	18	19
20	21	22 Council Meeting	23	24	25 Good Friday	26
27	28	29	30	31		

# April 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 ED Lunch	5	6 Mayor Coffee (AM)	7	8	9
10	11	12 Council Meeting	13	14	15	16
17	18 Possible Worksession if needed	19	20	21 Mayor Coffee (PM)	22	23
24	25	26 Council Meeting	27	28	29	30

# May 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 ED Lunch	3	4 Mayor Coffee (AM)	5	6	7 Election
8 Mother's Day	9	10 Council Meeting	11	12	13 Taste of Addison (13- 15)	14
15	16	17	18	19 Mayor Coffee (PM)	20	21
22	23	24 Council Meeting	25	26	27	28
29	30 Town Holiday Memorial Day	31				

AI-1503

Item # 3.

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** General Services

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**AGENDA CAPTION:**

Present **Silver Fleet Award To The Town Of Addison From The North Central Texas Council Of Governments.**

**BACKGROUND:**

On December 15<sup>th</sup> at the North Central Texas Council of Governments (NCTCOG) DFW Clean Cities Annual meeting, the Town of Addison was recognized and awarded the Silver Fleet Award for our contributions to reducing petroleum consumption and improving air quality in the North Texas region.

The Town is a stakeholder in the Clean Air Coalition through our Clean Fleet Policy. Annually we submit to the NCTCOG our comprehensive fleet data that includes our vehicle emissions, number of vehicles-right sized fleet, types, usage, off road equipment, fuels used, fuel consumption, etc. The NCTCOG takes the data along with all the other cities and private sector entities who are stakeholders to determine the effectiveness of the program for reducing emissions, fuel consumption, carbon footprint, etc. This data goes to the U.S. Department of Energy to provide an indicator to them as to how well this region is doing to remove us from being a non-attainment region when it comes to clean air.

Last year, the NCTCOG initiated a Fleet Award Program with award levels of Gold, Silver, and Bronze that are based on obtaining points for all of the categories of data collected from the various fleets.

Staff is proud to share that the Town of Addison has won the Silver Fleet Award for 2015 for contributions to reducing petroleum consumption and improving air quality. Of all the stakeholder cities, no city received Gold, two received Silver and four received Bronze.

**RECOMMENDATION:**

Information only, no action required.

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**Attachments**

Award Information

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## Outstanding Fleet Awards

December 15, 2015

Pamela Burns and Kenny Bergstrom

Dallas-Fort Worth Clean Cities

# About the Awards

- Based on elements in the Clean Fleet Policy
  - Reduce emissions
  - Reduce overall fuel consumption
  - Partner with NCTCOG/DFWCC
  - Familiarity with air quality and petroleum reduction goals
- Points awarded for responses to Annual Report

Points acquired	Recognized as	Items received (cumulative)
85-100	DFW Clean Cities Gold Fleet	<ol style="list-style-type: none"><li>1. A glass award to display in their offices</li><li>2. A minimum of 10 vehicle decals or stickers.</li><li>3. An electronic badge the fleets can place on their web pages, in email signatures, etc.</li></ol>
70-84	DFW Clean Cities Silver Fleet	<ol style="list-style-type: none"><li>1. A certificate to display in their offices</li><li>2. A minimum of 10 vehicle decals or stickers (see above for description)</li><li>3. An electronic badge the fleets can place on their web pages, in email signatures, etc.</li></ol>
55-69	DFW Clean Cities Bronze Fleet	

# Highlights

- Emissions Reductions
  - Anti-idling policy
  - Training and orientation
  - On-board technology
  - Vehicle prioritization
- Fuel Reduction
  - Eco-driving policy
  - Right-sizing vehicles to operation
  - Alternative fuel/hybrid vehicles
- Partnership
  - Promotion of Clean Fleet Policy/DFWCC to partners
  - Active in DFWCC activities
  - Reduce environmental impacts
- Familiarity with Air Quality and Petroleum Reduction Goals
  - New hire orientation
  - Driver pledges
  - Attend NCTCOG trainings
  - Performance and recognition
  - Shared resources

# Bronze Awards

- City of Coppell
- City of Lancaster
- City of Lewisville
- City of Richardson
- City of Southlake
- Dallas Area Rapid Transit
- Town of Flower Mound

## 2015 Bronze Fleet



**Dallas-Fort Worth  
CLEAN CITIES**

# Silver Awards

## 2015 Silver Fleet



Dallas-Fort Worth  
**CLEAN CITIES**

- City of Euless
- Town of Addison

# DFWCC Staff Contacts

**Kenny Bergstrom**  
**Communications Specialist**  
817-704-5643  
[kbergstrom@nctcog.org](mailto:kbergstrom@nctcog.org)

**Amy Hodges**  
**Air Quality Planner**  
817-704-2508  
[ahodges@nctcog.org](mailto:ahodges@nctcog.org)

**Kimberlin To**  
**Communications Specialist**  
817-608-2362  
[kto@nctcog.org](mailto:kto@nctcog.org)

[www.dfwcleancities.org](http://www.dfwcleancities.org)  
[www.nctcog.org/fleetpolicy](http://www.nctcog.org/fleetpolicy)



**Dallas-Fort Worth**  
**CLEAN CITIES**

**AI-1496**

**Item # 4.**

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** City Manager

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**AGENDA CAPTION:**

Consider **Approval Of The January 12, 2016 Regular Meeting Minutes.**

**BACKGROUND:**

N/A

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

Minutes

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# OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

January 12, 2016

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

6:45 PM Executive Session

7:00 PM Work Session I 7:30 PM Regular Meeting

Present: Arfsten; Carpenter; Heape; Hughes; Mayor Meier; Moore; Wilcox

## Executive Session

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Closed (executive) session of the Addison City Council pursuant to:

Section 551.087, Tex. Gov. Code, to deliberate commercial or financial information that was received from a business prospect that seeks to locate, stay, or expand in or near the territory of the governmental body, and with which the governmental body is conducting economic development negotiations.

- **Former Sam's Club Property**

Council convened into Executive Session at 6:46 pm.

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## Reconvene from Executive Session

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**RECONVENE INTO REGULAR SESSION:** In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matter discussed in Executive Session.

Council recessed from Executive Session at 7:13pm.

No action was taken.

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## WORK SESSION

Mayor Meier called the Work Session to order at 7:14pm.

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Present and Discuss The **Fiscal Year 2016 World Affairs Council Scope Of Services.**

Economic Development Director, Orlando Campos, presented the item. He discussed the agreement and the history of the Town of Addison and the World Affairs Committee partnership.

Mayor Pro Tem Janelle Moore announced that the spotlight country for 2016 would be Canada. Staff and Council are excited to work with the country on future endeavors.

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# REGULAR MEETING

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## Pledge of Allegiance

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Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

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Public Comment.

The City Council invites citizens to address the City Council on any topic not on this agenda. Please fill out a **City Council Appearance Card** and submit it to a city staff member prior to Public Participation. Speakers are allowed **up to three (3) minutes per speaker** with **fifteen (15) total minutes** on items of interest or concern and not on items that are on the current agenda. In accordance with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the agenda. The Council may choose to place the item on a future agenda.

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Consent Agenda:

*All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.*

Mayor Pro Tem Janelle Moore moved to approve Items 6-8 as presented. Councilmember Bruce Arfsten seconded the motion.

Motion made by Moore

Seconded by Arfsten

**Voting** AYE: Arfsten, Carpenter, Heape, Hughes, Mayor Meier, Moore, Wilcox

Passed

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Present **Recognition Certificates And Proclamations For Town Employees.**

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Consider **Approval Of The December 8, 2015 Regular Meeting Minutes.**

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Consider Approval Of A **Resolution Authorizing The City Manager To Approve A Contract With the World Affairs Council of Dallas/Fort Worth for Consulting Services** In An Amount Not To Exceed \$60,000.

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Consider And Approve **Authorizing The City Manager To Approve The Purchase Of 137 Illuminated Street Name Sign Assemblies From Duralight, Inc. To Replace All Of The Existing Illuminated Street Name Signage In the Town Of Addison** In An Amount Not To Exceed \$217,845.00.

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Regular Items

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Discuss **Council Member Bruce Arfsten Appointment To The Emergency Preparedness Planning Council For North Texas Council Of Government For The Town Of Addison.**

Mayor Meier presented this item. He stated that the paperwork was completed to appoint Councilmember Arfsten to another term on the Emergency Preparedness Council.

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Discuss, Consider, And Approve A **Resolution Adopting The 2015 Dallas County Hazard Mitigation Action Plan.**

Fire Chief, John O'Neal, presented the item.

Council did not have any questions at the time.

Motion made by Hughes

Seconded by Moore

**Voting** AYE: Arfsten, Carpenter, Heape, Hughes, Mayor Meier,  
Moore, Wilcox

Passed

---

Discuss **Timeline For Community Partners Bureau Appointments.**

City Secretary, Laura Bell, presented the item.

This is the last of the boards to bring on board to the new timeline of appointments. Ms. Bell stated that this group of appointees will also be included in the appointments done in December starting this year.

Any member whose term needs to be modified for the new dates will be included at the next meeting.

Councilmembers Ivan Hughes and Bruce Arfsten agreed this was appropriate as the liaisons to this group.

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Hold a Public Hearing, Discuss, Consider And Approve An **Ordinance Amending an Existing Special Use Permit For A Restaurant And A Special Use Permit For The Sale Of Alcoholic Beverages For On-Premises Consumption Only On Property Located At 5100 Belt Line Road Suite 212.** Case 1728-SUP/Yard House/ Mr. Jason Bolling

Assistant Director of Development Services, Charles Goff, presented the item.

The applicant answered a few questions regarding the material of the screening and the need for the extra dining area.

Mayor Meier closed the public hearing.

Motion made by Arfsten

Seconded by Carpenter

**Voting** AYE: Arfsten, Carpenter, Heape, Hughes, Mayor Meier,  
Moore, Wilcox

Passed

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Hold a Public Hearing, Discuss, Consider And Approve An **Ordinance Amending An Existing Special Use Permit For A Restaurant And A Special Use Permit For The Sale Of Alcoholic Beverages For On-Premises Consumption Only On Property Located At 4985 Addison Circle.** Case 1724-SUP/Antonio's Ristorante/ Mr. Sean Moore

Assistant Director of Development Services, Charles Goff, presented the item.

Kevin Polston, representative from Addison Circle, stated that he supports this item.

The applicant answered some questions from Council regarding the cost of the fencing, the need for the fencing and the prior history of these requests.

Stacey Griggs spoke in favor of this item.

Mayor Meier closed the public hearing.

Mayor Pro Tem Janelle Moore made a motion to approve the item with the stipulation that the fencing requirement be removed. She also stated that any new tenant would have the requirement re-evaluated.

Councilmember Ivan Hughes seconded the motion.

Motion made by Moore

Seconded by Hughes

**Voting** AYE: Arfsten, Carpenter, Heape, Hughes, Mayor Meier, Moore, Wilcox

Passed

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Hold A Public Hearing, Discuss And Consider Approval Of An **Ordinance Rezoning An Approximately 17.4 Acre Property Located At 4150 Belt Line Road From PD (Planned Development) to A New PD (Planned Development).** Case 1725-Z/Addison Groves/Mr. Frank Liu.

Assistant Director of Development Services, Charles Goff, presented the item.

The following citizens presented comment cards for this item but did not speak:

For: Kristine Edens- 5034 Meridian

Against:

Robin Moss-3918 Dome Dr

Carol Gillespie- 3921 Bobbin Lane

Marcia Gillespie- 3921 Bobbin Lane

Suzann Oliver- 14605 Hemingway Ct

Shannon Shipman-14832 LeGrande

LM Brekke- 14887 Towne Lake Circle

David Shipman-14832 LeGrande

Eugene Kelly- 4015 Winter Park Lane

Lynn Jacko- 4155 Town Green Circle

Geraldine Marold- 3918 Winter Park  
Sandra Clark- 3919 Dome Dr  
Mallory Mikkelsen-3912 Winter Park  
Joan Dominique-14818 LeGrande  
Dean and Linda Hudson-3777 Park Place  
Joan Loras- 4114 Rush Circle  
Eleanor Ossian- 2805 Raintree Circle Carrollton 75006  
Richard Cassidy- 4110 Pokolodi Circle  
Mary Berman- 3915 Azure Lane  
Vickie Belew- 4105 Pokolodi Circle  
Guillermo Quintanilla- 4115 Rush Circle

The following citizens spoke on this item:

Liz Oliphant- 14700 Marsh Lane spoke in opposition to the development.  
Ron Whitehead- 3919 Bobbin Lane spoke in opposition to the development.  
Paul Walden- 14806 LeGrande Dr spoke in opposition to the development.  
Susan Halpren- 14800 LeGrande Dr spoke in opposition to the development.  
Lorrie Semler- 14821 LeGrande Dr spoke in opposition to the development.  
Aubri Simmons- 4102 Rush Circle spoke in favor of the development.  
Renne Rossi- 14872 Towne Lake Circle spoke in opposition to the development.  
Mary Ann Mayer Redmond- 14608 Hemingway Ct spoke in opposition to the development.  
Danny Halverson- 4107 Rive Lane spoke in opposition to the development.  
Cathy Ways- 4104 Rush Circle spoke in opposition to the development.  
Donna Valentino- 4165 Towne Green Circle spoke in opposition to the development.  
J. Steven Loras- 4114 Rush Circle spoke in opposition to the development.  
Bertha Rivera spoke in opposition to the development.  
Nathan Caplavitz spoke in opposition to the development.  
Shiela Barkowski spoke in opposition to the development.  
John Paul Austrew- 14588 Longfellow Court spoke in opposition to the development.  
Ron Whitehead spoke again regarding history of developments in Addison.  
Carlene Harden spoke in opposition to the development.

Mayor Meier closed the Public Hearing. The Applicant then presented information to the Council and answered some questions from Council.

Mayor Meier then moved to table this item to the January 26, 2016 Council meeting. Mayor Pro Tem Moore seconded the motion. The vote was 7-0 in favor of the motion.

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Adjourn Meeting

Mayor Meier adjourned the meeting at 11:56 pm.

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NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

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

Attest:

\_\_\_\_\_  
City Secretary-Laura Bell

AI-1497

Item # 5.

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Council

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**AGENDA CAPTION:**

Consider A **Resolution Appointing Members To The Planning & Zoning Commission.**

**BACKGROUND:**

At the September 8 & December 8, 2015, the City Secretary presented the proposed new appointment guidelines for the Planning & Zoning Commission. Council agreed that a more organized, annual appointment process would benefit the community. The new process will allow for orientations to be conducted more efficiently and allow for communication between new appointees. Additionally, Council decided that appointees terms should run concurrently with the Councilmember who appointed them. This will allow Council to make appointments in December every year.

Staff is bringing forward this resolutions to align the members of the Planning & Zoning Commission with the new appointment guidelines.

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

Resolution

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**TOWN OF ADDISON**

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

**A RESOLUTION OF THE CITY COUNCIL OF ADDISON, TEXAS APPOINTING MEMBERS TO SERVE ON THE PLANNING & ZONING COMMISSION; AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1**

The following citizens are appointed to service on the Planning & Zoning Commission at the pleasure of the City Council for the term specified or from the date of their qualification to serve until their successors are appointed and qualified to serve.

<b><u>Name</u></b>	<b><u>Term Expires</u></b>
Stacey Griggs	December 31, 2017
Thomas Schaeffer	December 31, 2017
Debra Morgan	December 31, 2017
Jim Robinson	December 31, 2017
Skip Robbins	December 31, 2018
Jason Ennis	December 31, 2018
Randy Smith	December 31, 2018

**SECTION 2**

This resolution shall take effect immediately from and after its passage.

**DULY PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this 26<sup>th</sup> day of January, 2016.

**TOWN OF ADDISON, TEXAS**

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

**ATTEST:**

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Laura Bell, City Secretary

**APPROVED AS TO FORM:**

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Brenda N. McDonald, City Attorney



**AI-1498**

**Item # 6.**

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Council

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**AGENDA CAPTION:**

Consider A **Resolution Appointing Members To The Community Partners Bureau.**

**BACKGROUND:**

At the September 8, 2015, the City Secretary presented the proposed new appointment guidelines for the Community Partners Bureau. Council agreed that a more organized, annual appointment process would benefit the community. The new process will allow for orientations to be conducted more efficiently and allow for communication between new appointees. Additionally, Council decided that appointees' terms should run concurrently with the Councilmember who appointed them. This will allow Council to make appointments in December every year.

Staff is bringing forward this resolutions to align the members of the Community Partners Bureau with the new appointment guidelines.

**RECOMMENDATION:**

Administration recommends approval.

---

**Attachments**

**Resolution**

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**TOWN OF ADDISON**

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

**A RESOLUTION OF THE CITY COUNCIL OF ADDISON, TEXAS APPOINTING MEMBERS TO SERVE ON THE COMMUNITY PARTNERS BUREAU; AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1**

The following citizens are appointed to service on the Community Partners Bureau at the pleasure of the City Council for the term specified or from the date of their qualification to serve until their successors are appointed and qualified to serve.

<b><u>Name</u></b>	<b><u>Term Expires</u></b>
Troy Cooper	December 31, 2017
Dawn Jantsch	December 31, 2017
Linda Berthold	December 31, 2017
Donna Hughly	December 31, 2017
June Cooper	December 31, 2017

**SECTION 2**

This resolution shall take effect immediately from and after its passage.

**DULY PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this 26<sup>th</sup> day of January, 2016.

**TOWN OF ADDISON, TEXAS**

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

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Laura Bell, City Secretary

\_\_\_\_\_  
Brenda N. McDonald, City Attorney

**AI-1499**

**Item # 7.**

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Council

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**AGENDA CAPTION:**

Consider A **Resolution Appointing Members To The Board Of Zoning Adjustment.**

**BACKGROUND:**

At the September 8, 2015, the City Secretary presented the proposed new appointment guidelines for the Board of Zoning Adjustment. Council agreed that a more organized, annual appointment process would benefit the community. The new process will allow for orientations to be conducted more efficiently and allow for communication between new appointees. Additionally, Council decided that appointees' terms should run concurrently with the Councilmember who appointed them. This will allow Council to make appointments in December every year.

Staff is bringing forward this resolutions to align the members of the Board of Zoning Adjustment with the new appointment guidelines.

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

**Resolution**

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**TOWN OF ADDISON**

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

**A RESOLUTION OF THE CITY COUNCIL OF ADDISON, TEXAS APPOINTING MEMBERS TO SERVE ON THE BOARD OF ZONING ADJUSTMENT; AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1**

The following citizens are appointed to service on the Board of Zoning Adjustment at the pleasure of the City Council for the term specified or from the date of their qualification to serve until their successors are appointed and qualified to serve.

<b><u>Name</u></b>	<b><u>Term Expires</u></b>
Lynn Stofer	December 31, 2017
Reggie Carney	December 31, 2017
Jeff King	December 31, 2017
Burk Burkhalter	December 31, 2017
Juli Branson	December 31, 2018
Jan Haas	December 31, 2018
Troy Cooper	December 31, 2018

**SECTION 2**

This resolution shall take effect immediately from and after its passage.

**DULY PASSED AND APPROVED** by the City Council of the Town of Addison, Texas this 26<sup>th</sup> day of January, 2016.

**TOWN OF ADDISON, TEXAS**

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

**ATTEST:**

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Laura Bell, City Secretary

**APPROVED AS TO FORM:**

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Brenda N. McDonald, City Attorney

**AI-1509**

**Item # 9.**

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Police

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**AGENDA CAPTION:**

Discuss And Consider Action Regarding **New Open Carry Regulations.**

**BACKGROUND:**

Beginning January 1, 2016, House Bill 910 will allow persons with a concealed handgun license, or persons who obtain a new license to carry a handgun, to carry a handgun either in a concealed manner or openly in a belt or shoulder holster. Town staff understands how important this transition will be to the community in regards to potential responses when Town staff encounters a person carrying a handgun. Employees must be properly trained to understand where and when handgun licensed persons can enter public property, where it is prohibited and what legal means we have to restrict access. Businesses need to be clear on the changes with the law and what they can do to prevent a licensed person from carrying a handgun on their property. Finally, citizens need to be educated on what legal behavior from handgun licensed holders is so they are not alarmed when they see open carry in public, and when to be alarmed and call 911.

**RECOMMENDATION:**

Information only, no action required.

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**Work Session and Regular Meeting****Meeting Date:** 01/26/2016**Department:** Infrastructure- Development Services

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**AGENDA CAPTION:**

Discuss And Consider Approval Of An **Ordinance Rezoning An Approximately 17.4 Acre Property Located At 4150 Belt Line Road From PD (Planned Development) to A New PD (Planned Development).** Case 1725-Z/Addison Groves/Mr. Frank Liu.

**BACKGROUND:**

The 17.4 acre property located at 4150 Belt Line Road is currently the vacant Sam's Club property. A request has been made to rezone the property to a Planned Development District which would permit a mixed-use development including up to 350 apartments, 161 townhouses, 17 live/work units, and 20,025 square feet of retail. A more detailed assessment of the case can be found in the attached staff report. Staff's recommendation to the Planning and Zoning Commission was to approve the proposed zoning subject to the following conditions:

1. The private drive commonly referred to as Runyon Road between the western property line and the intersection of Belt Line Road shall be upgraded to Town standards and become public right of way.
2. The Townhouses and Live/Work units within Block A (as shown on the concept plan) shall be constructed using noise mitigation methods so that outside noise levels, measured within the habitable space of the units, do not exceed 45 DNL. A certified acoustical engineer shall approve the construction plans for these units to assure they will provide a 45 DNL noise level, and a certified acoustical engineer shall inspect the units, once constructed, and verify that the required noise level has been attained.
3. The sanitary sewer line servicing this development shall be increased to a minimum 10" line in accordance with Town standards. This includes approximately an additional 230 linear feet of line than is being proposed in the applicant's wastewater study.
4. The driveway access to the property adjacent to this site (4180 Belt Line Road) shall be reconstructed to align with the entrance/exit of the parking structure being proposed on the site. The applicant shall make any improvements necessary on the adjacent property (4180 Belt Line Road) to accommodate the driveway relocation.

**RECOMMENDATION TO COMMISSION:**

Staff recommends approval with conditions listed above (See attachment 1725-Z Council Packet pg. 10)

**COMMISSION RECOMMENDATION:**

The Addison Planning and Zoning Commission, meeting in regular session on January 5, 2015, voted to recommend approval of an ordinance changing the zoning on the property located at 4150 Belt Line Road in order to create a new Planned Development District for retail, restaurant, residential and office uses with modified development standards, subject to the following conditions:

1. The private drive commonly referred to as Runyon Road between the western property line and the intersection of Belt Line Road shall be upgraded to Town standards and become public right of way (staff recommendation).
2. The Townhouses and Live/Work units within Block A (as shown on the concept plan) shall be constructed using noise mitigation methods so that outside noise levels, measured within the habitable space of the units, do not exceed 45 DNL. A certified acoustical engineer shall approve the construction plans for these units to assure they will provide a 45 DNL noise level, and a certified acoustical engineer shall inspect the units, once constructed, and verify that the required noise level has been attained (staff recommendation).
3. The sanitary sewer line servicing this development shall be increased to a minimum 10" line in accordance with Town standards. This includes approximately an additional 230 linear feet of line than is being proposed in the applicant's wastewater study (staff recommendation).
4. The driveway access to the property adjacent to this site (4180 Belt Line Road) shall be reconstructed to align with the entrance/exit of the parking structure being proposed on the site. The applicant shall make any improvements necessary on the adjacent property (4180 Belt Line Road) to accommodate the driveway relocation (staff recommendation).
5. Medical and health related uses shall be permitted upon approval of a Special Use Permit.
6. At least 50% of the live/work and townhome units must be under construction prior to the issuance of a building permit for the multifamily units or the garage building.
7. The existing screening wall along the southern property line shall not be removed until construction has commenced on the Townhome units along the wall.



8. The site plan shall be amended to exclude the type A street and the proposed type C street from Belt Line Road to Beltway Drive and to make it a pedestrian connection.

Voting Aye: Ennis, Griggs, Morgan, Robbins, Schaeffer

Voting Nay: Robinson, Smith

Absent: none

#### SPEAKERS AT THE PUBLIC HEARING (held 12-15-15):

For: none

On: none

Against: Morgan Jones, 14824 Le Grande Drive

Lorrie Semler, 14821 Le Grande Drive

Joyce Gruger, 3804 Waterside Court

Ray Ryland, 14817 Surveyor Blvd

Jim Duffy, 3887 Ridgelake Court

Roger Hart, 4135 Towne Green Circle

Dave Marold, 3918 Winter Park Lane

Susan Halpern, 14800 Le Grande Drive

Cathy Ways, 4104 Rush Circle

Aubri Simmons, 4102 Rush Circle

Nathan Caplovitz, 4015 Bobbin Lane

Ron Whitehead, 3919 Bobbin Lane

Paul Walden, 14806 Le Grande Drive

Mary Laub, 10925 Crooked Creek Circle Dallas, TX 75229

Greg Cohlma, 14805 Le Grande Drive

Cindi Kruse, 4167 Towne Green Circle

Robert Clinesmith, 3025 Bryan Street #2E Dallas, TX

Vickie Belen, 4105 Pokolodi Circle

Renee Rossi, 14872 Towne Lake Circle

#### POSITION OF THOSE PRESENT BUT NOT SPEAKING AT THE PUBLIC HEARING:

For: none

On: none

Against: Tanya Thomas, 14879 Towne Lake Circle

Teresa Wilkin, 4133 Towne Green Circle

Judy Lindloff, 14891 Towne Lake Circle

Iris Smith Caplovitz, 4015 Bobbin Lane

Eric Laub, 10925 Crooked Creek Circle, Dallas, TX 75229

Maureen Smith, 4409 Leadville Place

Steve Loras, 4114 Rush Circle

Joan Loras, 4114 Rush Circle

Sharon Magro, 4110 Rush Circle

Jeri Marold, 3918 Winter Park Lane

Pat Matula, 3884 Lakeview Court

Joan Dominique, 14818 Le Grande Drive

Kent Dominique, 14818 Le Grande Drive

**RECOMMENDATION:**

Administration recommends approval.

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**Attachments**

Ordinance P&Z Recommendations to Original

Proposed Ordinance-Staff Recommendations

Council Supplemental Information

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**TOWN OF ADDISON, TEXAS**

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

**AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS, CREATING PLANNED DEVELOPMENT DISTRICT \_\_\_\_\_ FOR RETAIL, RESTAURANT, RESIDENTIAL AND OFFICE USES WITH MODIFIED DEVELOPMENT STANDARDS ON APPROXIMATELY 17.4 ACRES OF PROPERTY LOCATED AT 4150 BELT LINE DRIVE; PROVIDING A PENALTY NOT TO EXCEED TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00); AND PROVIDING FOR SAVINGS, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, at meetings held on December 15, 2015 and January 5, 2016, the Planning & Zoning Commission considered and made recommendations on a request for a Planned Development District (Case No. 1725-Z); and

**WHEREAS**, this change of zoning is in accordance with the adopted Comprehensive Plan of the Town of Addison, as amended; and

**WHEREAS**, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council of the Town of Addison, Texas finds that this amendment promotes the general welfare and safety of this community.

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

**Section 1.** The recitals and findings set forth above are hereby found to be true and correct and incorporated as if fully set forth herein.

**Section 2.** Planned Development District \_\_\_\_\_ is hereby established for the 17.4 acres of property located at 4150 Belt Line Drive and more specifically described in **Exhibit A** attached hereto and incorporated herein (the "Property"), to allow retail, restaurant, residential and office uses developed in accordance with the Development Standards contained in **Exhibit B** attached hereto and incorporated herein and in accordance with the following conditions:

- A. The private drive commonly referred to as Runyon Road between the western property line and the intersection of Belt Line Road shall be upgraded to Town standards and become public right of way.
- B. The Townhouses and Live/Work units within Block A (as shown on the concept plan) shall be constructed using noise mitigation methods so that outside noise levels, measured within the habitable space of the units, do not exceed 45 DNL. A certified acoustical engineer shall approve the construction plans for these units to assure they

- will provide a 45 DNL noise level, and a certified acoustical engineer shall inspect the units, once constructed, and verify that the required noise level has been attained.
- C. The sanitary sewer line servicing this development shall be increased to a minimum 10' line in accordance with Town standards. This includes approximately an additional 230 linear feet of line than is being proposed in the applicant's wastewater study.
- D. The driveway access to the property adjacent to this site (4180 Belt Line Road) shall be reconstructed to align with the entrance/exit of the parking structure being proposed on the site. The applicant shall make any improvements necessary on the adjacent property (4180 Belt Line Road) to accommodate the driveway relocation.
- E. Medical and health related uses shall be permitted upon approval of a Special Use Permit.
- F. At least 50% of the live/work and townhome units must be under construction prior to the issuance of a building permit for the multifamily units or the garage building.
- G. The existing screening wall along the southern property line shall not be removed until construction has commenced on the Townhome units along the wall.
- H. The site plan shall be amended to exclude the type A street and the proposed type C street from Belt Line Road to Beltway Drive and to make it a pedestrian connection.

**Section 3.** Development and use of the Property must substantially comply with the Concept Plan shown in **Exhibit C** attached hereto and incorporated herein.

**Section 4.** The streets within the Property and connecting the development to existing public streets shall be designed and constructed in accordance with the street cross sections contained in **Exhibit D** attached hereto and incorporated herein.

**Section 5.** Street furnishings for the development of the Property shall include benches, trash receptacles and bicycle racks; shall be located as approved by the City; and shall be provided in accordance with **Exhibit E** attached hereto and incorporated herein.

**Section 6.** Prior to and as a condition of the issuance of a building or any other permit for (i) any development. or (ii) the construction, erection, alteration, extension, placement or locating of any building, structure, infrastructure element, or improvement whatsoever, within the Property or any portion thereof, a development plan for the same must be approved by the Planning and Zoning Commission and by the City Council in accordance with Article XV, Section 5 of the Zoning Ordinance, as amended. A development plan (whether submitted for the entire Property or for a portion thereof) must comply with the Concept Plan, the standards, terms and conditions of this Ordinance, the Zoning Ordinance, and all other applicable ordinances, laws, rules, regulations, codes and standards of the City and any other governmental entity or agency having jurisdiction over the Property or applicable portion thereof. Development,

occupancy, and use of the Property or portion thereof which is covered by or the subject of a development plan must comply in all respects with the development plan. Upon approval of a development plan by the City Council, the same shall be incorporated into and made a part of this Ordinance for all purposes.

**Section 7.** The creation of Planned Development District \_\_\_\_\_ has been made in accordance with the comprehensive plan of the City for the purpose of promoting the health, safety and welfare of the community, and with consideration of the reasonable suitability for the particular use and with a view of conserving the value of the buildings and encouraging the most appropriate use of land within the community.

**Section 8.** That the provisions of the Town of Addison Code of Ordinances, as amended, shall remain in full force and effect save and except as amended by this ordinance.

**Section 9.** That any person, firm, corporation, or other business entity violating any of the provisions or terms of this Ordinance shall, in accordance with Article XXVIII (Penalty for Violation) of the Zoning Ordinance, be fined, upon conviction, in an amount of not more than Two Thousand and No/100 Dollars (\$2,000.00), and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

**Section 10.** The provisions of this Ordinance are severable, and should any section, subsection, paragraph, sentence, phrase or word of this Ordinance, or application thereof to any person, firm, corporation or other business entity or any circumstance, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of the remaining or other parts or portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining parts or portions of this Ordinance despite such unconstitutionality, illegality, or invalidity, which remaining portions shall remain in full force and effect.

**Section 11.** That all ordinances of the City in conflict with the provisions of this Ordinance be, and the same are hereby repealed, and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**Section 12.** This Ordinance shall become effective from and after its passage and approval and after publication as may be required by law or by the City Charter or ordinance.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE TOWN OF  
ADDISON, TEXAS, on this the 12 day of January, 2016.**

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

ATTEST:

\_\_\_\_\_  
Laura Bell, City Secretary

CASE NO: 1725-Z/Addison Groves

APPROVED AS TO FORM:

\_\_\_\_\_  
Brenda N. McDonald, City Attorney

PUBLISHED ON: \_\_\_\_\_

**EXHIBIT A: PROPERTY DESCRIPTION**

BEING a tract of land situated in the THOMAS L. CHENOWETH SURVEY ABSTRACT NO. 273 in the Town of Addison, Dallas County, Texas and being all of Replat of Lot 1, Block A, Sam's Club Addition, an Addition to the Town of Addison according to the Plat recorded in Volume 92109, Page 3696 of the Map Records of Dallas County, Texas and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod set for corner at the intersection of the South line of Beltline Road (a variable width right-of way) also being the Northeast corner Lot 4, Block A of Sam's Club Addition.

THENCE South 89 °25'00" East along the South line of said Beltline Road a distance of 171.87 feet to a 1/2 inch iron rod set for corner;

THENCE North 00 °35'00" East continuing along said south line a distance of 15.00 feet to a 1/2 inch rod set for corner;

THENCE South 89 °25'00" East along the said South line of Beltline Road for a distance of 202.08 feet to a 1/2 inch iron rod set for corner at the beginning of a non-tangent curve to the left having a radius of 317.00 feet, a central angle of 11 °45'03", and a chord which bears of South 76 °03'12" East 64.90 feet;

THENCE in a Southeasterly direction along the said South line of Beltline Road and said curve to the left for an arc distance of 65.01 feet to a 1/2 inch iron rod set at the end of said curve;

THENCE South 89 °25'00" East along the said South line of Beltline Road for a distance of 312.32 feet to a 1/2 inch iron rod set for corner in the West line of Lot 2, Block A of said Sam's Club Addition;

THENCE South 00 °01'18" West along West line of said Lot 2, Block A of said Sam's Club Addition a distance of 352.96 feet to a 1/2 inch iron rod set for corner;

THENCE North 89 °57'48" East along South line of said Lot 2, a distance of 203.47 feet to a 1/2 inch iron rod set for corner;

THENCE South 01 °18'15" East along the West line of said Sam's Club Addition a distance of 110.86 feet to a 1/2 inch iron rod set for corner;

THENCE West along the North line of Lot 3, Block A of said Sam's Club Addition a distance of 95.80 feet to a 1/2 inch iron rod set for corner;

THENCE South 00 °01'18" West along the West line of said Lot 3 a distance of 289.41 feet to South face of a brick wall as follows:

THENCE South 89 °59'37" West, a distance of 16.71 feet along said wall, a total distance of 20.14 feet;

THENCE South 86 °25'13" West, a distance of 15.13 feet;  
THENCE South 66 °04'28" West, a distance of 9.84 feet;  
THENCE South 64 °24'17" West, a distance of 15.43 feet;  
THENCE South 62 °32'23" West, a distance of 15.64 feet;  
THENCE South 66 °53'03" West, a distance of 16.43 feet;  
THENCE South 77 °19'48" West, a distance of 16.07 feet;  
THENCE South 80 °25'01" West, a distance of 16.08 feet;  
THENCE South 81 °22'02" West, a distance of 15.88 feet;  
THENCE South 87 °30'18" West, a distance of 15.73 feet;  
THENCE South 89 °02'07" West, a distance of 32.33 feet;  
THENCE North 89 °59'23" West, a distance of 56.82 feet;  
THENCE North 89 °48'25" West, a distance of 56.42 feet;  
THENCE South 00 °11'48" East, a distance of 6.11 feet;  
THENCE South 89 °48'12" West, a distance of 100.29 feet;  
THENCE South 00 °03'23" East, a distance of 3.93 feet;  
THENCE South 89 °56'37" West, a distance of 24.19 feet;  
THENCE North 00 °26'13" East, a distance of 5.95 feet;  
THENCE North 89 °41'45" West, a distance of 25.76 feet;  
THENCE North 00 °18'22" West, a distance of 6.39 feet;  
THENCE South 89 °29'20" West, a distance of 24.40 feet;  
THENCE South 00 °49'52" East, a distance of 9.91 feet;  
THENCE South 89 °21'46" West, a distance of 25.89 feet;  
THENCE North 00 °01'18" West, a distance of 9.87 feet;



THENCE North 89 °58'08" West, a distance of 97.86 feet;  
THENCE South 00 °43'22" West, a distance of 10.07 feet;  
THENCE South 89 °53'31" West, a distance of 102.06 feet;  
THENCE North 00 °23'01" West, a distance of 9.95 feet;  
THENCE North 89 °52'59" West, a distance of 97.97 feet;  
THENCE South 00 °50'41" West, a distance of 9.97 feet;  
THENCE North 89 °51'35" West, a distance of 26.00 feet;  
THENCE North 01 °13'33" East, a distance of 3.78 feet;  
THENCE North 89 °50'29" West, a distance of 26.13 feet;  
THENCE North 00 °03'22" West, a distance of 6.29 feet;  
THENCE South 89 °11'28" West, a distance of 26.17 feet;  
THENCE South 01 °57'57" East, a distance of 9.55 feet;  
THENCE South 88 °20'59" West, a distance of 26.04 feet;  
THENCE North 00 °03'16" East, a distance of 4.02 feet;  
THENCE South 89 °59'13" West, a distance of 90.27 feet;  
THENCE North 01 °06'10" East, a distance of 55.89 feet;  
THENCE North 89 °05'27" West, a distance of 6.66 feet;  
THENCE North 00 °17'51" East, a distance of 27.11 feet;  
THENCE South 89 °42'09" East, a distance of 9.26 feet;  
THENCE North 01 °12'32" East, a distance of 22.36 feet;  
THENCE North 89 °42'09" West, a distance of 10.17 feet;  
THENCE North 00 °12'50" East, a distance of 36.84 feet;  
  
THENCE North 89 °31'08" West, a distance of 40.30 feet, being a point for corner on the East line of said Lot 1, Block A of said Sam's Club Addition;

THENCE North 00°01'18" East along the West line of said Sam's Club Addition a distance of 441.36 feet to a 1/2 inch iron rod set for corner in the South line of Lot 4, Block A of said Sam's Club Addition;

THENCE South 89°25'00" East along the South line of said Lot 4 a distance of 175.00 feet to a 1/2 inch iron rod set for corner;

THENCE North 00°01'18" East along the East line of said Lot 4 a distance of 230.00 feet to the POINT OF BEGINNING and Containing 17.347 acres or 755,648.37 square feet of land.

*NOTE: LEGAL DESCRIPTION IS BASED ON REPLAT OF LOT 1, BLOCK A, SAM'S CLUB ADDITION, RECORDED IN VOLUME 2004081, PAGE 210, PLAT RECORDS, DALLAS, COUNTY, TEXAS*

## **EXHIBIT B: DEVELOPMENT STANDARDS**

### **1. Purpose.**

The purpose of this Planned Development District (the "PD District," "Planned Development District," or "district") is to create a mixed use environment under a unified plan consisting of retail, restaurant, residential and office uses within a pedestrian-oriented village setting, to be developed in accordance with all of the standards, terms and conditions of this Ordinance (the "Ordinance"). These Planned Development conditions are incorporated into and made a part of the Ordinance for all purposes. Development, occupancy, and use of the Property and any portion thereof shall comply with development conditions set forth herein, with the Ordinance, with all applicable provisions of the Zoning Ordinance of the Town of Addison, Texas (the "City") (the same being Appendix A - Zoning of the Code of Ordinances of the City, and as it may be amended or superseded (the "Zoning Ordinance") and with all other applicable ordinances, laws, rules, regulations, standards, and codes of the City and any other governmental entity or agency having jurisdiction over the Property or applicable portion thereof.

### **2. Definitions, Interpretations.**

Unless otherwise stated, the definitions and interpretations in the Zoning Ordinance apply to this Ordinance and the development conditions set forth herein.

### **3. Uses.**

- a. **Authorized Uses/ Prohibited Uses.** Only those uses identified herein as permitted uses, special uses, or accessory uses are authorized uses (subject to the terms, conditions and provisions of this Ordinance) within the Property. All other uses are expressly prohibited.

- b. **Permitted Uses.**

- (1). *Residential.* Residential uses within the Property are limited to the following:

Townhouse  
Condominium  
Multifamily (with a maximum of 350 units)

- (2). *Live/Work.* For the purposes of the PD District, "Live Work" means a residential unit used jointly for commercial and residential purposes and must comply with the following provisions:

- (a). Live/Work units shall be limited to a maximum of 25 units and must be labeled as such on the approved concept and development plan.

(b). The commercial use is limited to occupations such as accountants, architects, artisans, attorneys, computer and multimedia related professionals, consultants, engineers, hair stylists, insurance, real estate, travel agents, one-on-one instructors, and similar occupations as may be approved by the Zoning Administrator provided that the use does not detract from, or pose a nuisance to, the adjacent uses.

(c). Both the residential and commercial components of the Live/Work unit must be occupied by the same tenant.

(3). *Retail*. Retail uses within the Property are limited to the following (all uses listed below are for retail use only (whether or not so specified), and are subject to the General Conditions set forth in subsection D. of this section):

Antique shop  
Art gallery  
ATM facilities  
Bakery, retail sales only  
Bank without drive-thru  
Barber and beauty shop  
Bicycle sales and service  
Book or stationery store  
Business support services  
Camera shop  
Candy, cigars and tobaccos, retail sales only  
Caterer and wedding service (sales office only, no commercial kitchen)  
Cleaning, dyeing and laundry pick-up station for receiving and delivery of articles to be cleaned, dyed and laundered, but no actual cleaning, dying, or laundering work is to be done on the premises  
Cleaning, dyeing and laundry pick-up station, with cleaning, dyeing and/or laundry work done on the premises (upon the issuance of a special use permit)  
Coffee shop (no seating on premises)  
Convenience store  
Cosmetic and beauty supplies  
Dance studios  
Department store  
[Dental Clinic](#)  
Donut and pastry shop (no seating on premises)  
Drug store, retail sales only  
Electrical goods and fixtures for consumer use  
Electronics store  
Film developing and printing  
Financial services  
Fix-it shops, bicycle repair  
Florist, retail sales only

Furniture sales, repairs and upholstery  
Gallery, for the display and sale of artworks  
Grocery store - retail sales only  
Hardware, sporting goods, toys, hobby, paints, wallpaper, clothing, retail sales only  
Health club - private and public  
Household and office furniture, furnishings and appliances, retail sales only  
Jewelry, optical goods, photographic supplies - retail sales only  
Leasing office  
Magazine store  
Meat market, retail sales only  
Medical and ~~dental clinic~~ [health related uses \(upon the issuance of a special use permit\)](#)  
Message and chiropractic offices  
Movie DVD and VHS rental and sales  
Nail salon  
Optician and optical store  
Pet and pet supplies  
Pet grooming and pet boarding, including overnight pet boarding  
Photographer or artist studio  
Pizza delivery shop, no seating on premises  
Piano and musical instruments  
Plumbing shop, without warehouse facilities (to include storage for ordinary repairs, but not storage for materials for contracting work)  
Printing, copy shop, and mail reception, retail sales only  
Professional offices for architect, attorney, engineer and real estate  
Public garage, parking, no repairs  
Public safety facilities (upon the issuance of a special use permit)  
Restaurant (upon the issuance of a special use permit)  
Sale of alcohol for on-premises consumption in conjunction with a restaurant (upon the issuance of a special use permit)  
Sale of beer and wine for off-premises consumption in conjunction with a convenience or grocery store, but not including a store for which beer and wine sales constitute the primary source of revenue for the business (upon the issuance of a special use permit)  
Seamstress, dressmaker, or tailor  
Shoe repair shop, retail sales only  
Studio for the display and sale of glass, china, art objects, cloth and draperies  
Studios, dance, music, drama, martial arts  
Tailors  
Telephone stores  
Title companies  
Transit facilities (upon the issuance of a special use permit)  
Travel services  
Wearing apparel, including clothing, shoes, hats, millinery and accessories

(4). *Office*. (Defined under article XXX of the Zoning Ordinance)

(5). *Home office*. For the purposes of this PD District, "home office" means and includes office uses that are performed in a residential dwelling unit or in an office attached to a residential dwelling unit, that do not involve any structural change to the building or premises in which the use is conducted. A home office use which is located on the ground floor of a building may include the employment of not more than three employees, including the person who is the primary resident of the residential dwelling unit where the home office use is conducted. A home office use which is located on any floor of a building other than the ground floor may not include the employment of any employee other than a person who is a primary resident of the residential dwelling unit where the home office use is conducted.

(6). *Civic*. (Defined under article XXX of the Zoning Ordinance)

(7). *Mixed use (with residential)*. (Defined under article XXX of the Zoning Ordinance)

(8). *Mixed use (with nonresidential)*. (Defined under article XXX of the Zoning Ordinance)

C. Accessory Uses. The following are permitted as accessory uses within the Property:

- (1). Community, social, hobby, or laundry facilities for use by occupants of a residential development within the Property which are customary to residential developments.
- (2). Recreation space and facilities.
- (3). Parking and parking structures.
- (4). Other uses customarily incidental and subordinate to permitted uses and any special uses.

D. General Conditions. Development, occupancy, and use of the Property shall comply with the following conditions, as applicable:

(1). *Retail Use*. A retail use may be operated or conducted only in accordance with the following:

(a) A retail use is permitted only in connection with and as a part of a "mixed use (with residential)," which includes live/work units as the same is defined in Article XXX of the Zoning Ordinance.

(b) Free-standing retail is prohibited. For purposes hereof, "free-standing retail" means the use or occupancy of a freestanding building for a retail use.

4. Development Standards.

A. For purposes of determining parking and open space compliance, the entire Property shall be considered as one lot. For example, retail parking in one phase of development, such as parking in a parking structure, may be applied to the required parking in another phase of retail development. Notwithstanding the consideration of the entire Property as one lot for parking and open space compliance purposes, parking for each development or phase of a development within the Property must be sufficient (and satisfy all of the standards set forth herein) for the development or phase thereof

B. Development, occupancy, and use of the Property shall comply with the development standards set forth in the following **Table A**:

<b>Table A: Development Standards</b>	
<b><u>Street Build-to Line</u></b>	Street build-to lines within the property are as shown or identified on the Concept Plan and Street Cross Sections. No more than 30 percent of any street frontage may vary from the build-to line.  Buildings greater than three stories in height may be set back above the third floor a maximum of 10 feet behind the building face of the first three floors along the street.
<b><u>Side Yard Setback</u></b>	None
<b><u>Rear Yard Setback</u></b>	None
<b><u>Perimeter Setback</u></b>	10 feet
<b><u>Minimum Building Height</u></b>	23 feet/2 stories
<b><u>Maximum Building Height</u></b>	Single-Family maximum height to midpoint of roof = 60 feet Multifamily maximum height to midpoint of roof = 85 feet Parking structure maximum height = 85 feet. Structure may not exceed height of multifamily structures.  Detached non-residential structure maximum height = 60 feet All heights subject to FAA approval.

<b><u>Minimum Lot Area</u></b>	None
<b><u>Minimum Lot Width</u></b>	None
<b><u>Minimum Lot Depth</u></b>	None
<b><u>Minimum Area per Residential Dwelling Unit</u></b>	Efficiency = 450 SF One-Bedroom = 600 SF Two-Bedroom = 850 SF Three-Bedroom = 1,000 SF Townhouse = 1,350 SF Live/Work Units = 2,000 SF
<b><u>Maximum Non-Residential Square Footage</u></b>	With the exception of Live/Work units, maximum = 30,000 SF
<b><u>Maximum Lot Coverage</u></b>	95%
<b><u>Buildings fronting each other shall be no closer than 30 feet.</u></b>	

C. Miscellaneous development standards: (1). Lot coverage:

- (a) The area of a porch or arcade fronting a public street is not included in the calculation of lot coverage.
- (b) The area of an above-grade parking structure is included in the calculations of lot coverage.

(2). Height: Architectural features including, but not limited to, turrets, spires and towers may exceed maximum height of building provided that any such structure is no more than 15 feet higher than the maximum permitted height and has a floor plan which is ten percent or less, of the ground floor area of the building of which it is a part.

(3). Setbacks:

(a) *Overhangs and fireplaces.* The minimum setback requirements shall apply in all cases, except that fireplaces, eaves, bays, balconies and fireproof stairways may extend up to a maximum of five feet into the required setbacks above the first floor.

(b) *Patios.* Patios may be constructed within the required setback zones.

(4). Buildings which are located on axis with a terminating street or at the intersection of streets shall be considered a landmark building. Such buildings shall be designed with landmark features which take advantage of that location, such as an accentuated entry and a unique building articulation which is off-set



from the front wall planes and goes above the main building eave or parapet line.

5. Open Space.

A. Two acres for every 1,000 residents shall be dedicated for public open space use by the project applicant. After sufficient open space has been dedicated to meet the requirement for 2,250 residents, 1 ½ acres of open space for each 1,000 residents shall be dedicated for public use by the project applicant. For purposes of this section, the number of residents expected to reside in the Property (or applicable portion thereof) shall be determined by estimating the number of dwelling units authorized for a proposed project, multiplied by a factor of 1.5 persons per dwelling unit. Notwithstanding the foregoing, a minimum of 1.5 acres of open space shall be provided.

B. Land and improvements proposed to be dedicated as public open space shall be clearly shown on the Concept Plan and final development plan submittals.

C. Land and improvements to be dedicated for public open space shall be considered initially by the Planning and Zoning Commission and thereafter shall be submitted to the City Council for consideration of acceptance of the proposed dedication. No dedication shall be deemed approved without express action of the City Council in the form of a Resolution accepting the dedication. Failure of the City Council to execute an acceptance of dedication shall be deemed to be a refusal of the proposed dedication.

D. The area designated as open space shall be improved in accordance with a plan approved by the City prior to installation, and the improvements shall be accepted as part of the receipt of dedication of the open space for public park purposes and shall thereafter be maintained by the City.

E. In its approval of any development plan, the City may impose such conditions as deemed necessary to ensure that the intent and purpose of this section is satisfied, including but not limited to conditions relating to the timing of the open space improvements and dedication.

6. Parking.

A. *Generally.* Off-street parking must be provided for the appropriate building use classification according to the following ratios:

- (1). *General retail.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- (2). *Furniture store.* (1/1,000 s.f.) One space per each 1,000 square feet of gross floor area.
- (3). *Medical or dental clinics.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- (4). *Bank or savings and loans.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- (5). *Office.* (1/300 s.f.) One space per each 300 square feet of gross floor area. An office building or group of buildings, which shall total 50,000 square feet or more: (1/400 s.f.). One space per 400 square feet of gross leaseable area.
- (6). *Health club or studio for dance, music, drama, health and reducing.* (1/100 s.f.) One

space per each 100 square feet of gross floor area.

- (7). *Residential: Townhome and Live/Work*. Two (2) spaces/unit. Spaces may be in tandem.
- (8). *Residential: Multifamily Apartments*. One (1) space/ bedroom.
- (9). *Restaurant*. (1/100 s.f.) One space per each 100 square feet of gross floor area.
- (10). *Civic*. To be determined by parking demand analysis study for proposed use and approved by the City's Zoning Administrator.
- (11). *Mixed Use*. Number of spaces resulting from application of ratios provided above for respective uses in the development.

B. *Shared parking*. Uses may join in establishing shared parking areas if it can be demonstrated that the parking for two or more specific uses occurs at alternating time periods. Required parking shall be determined based on parking demand for the peak parking period as determined by a parking analysis study approved by the City's Zoning Administrator.

C. *Below-grade parking*. Off-street below-grade parking is permitted to the lot lines, but must be designed to allow for proper ventilation and the planting of landscape materials.

D. *Parking garages*. Parking garage ramps shall not be expressed on the facades of parking structures fronting, or visible from public streets. Steel parking garages and steel guard cables on the garage facades are prohibited. The maximum length of an exposed parking structure along a street is 200 feet.

E. *Bicycle parking*. Bicycle parking shall be provided for all multi-family and commercial uses.

## 7. Exterior Appearance.

### A. *Materials*:

- (1). For Townhouses and Live/Work units, at least 80 percent of the exterior cladding of all exterior walls shall be masonry construction.
- (2). For all other buildings (including above grade parking structures) at least 80 percent of the exterior walls fronting or visible from public streets or public open space shall be masonry construction.
- (3). For purposes of this planned development district, "masonry construction" includes, but is not limited to brick, stone, cultured stone, glazing and plate glass, and split face concrete masonry units. An applicant, however, may submit a design for construction of parking structures that employs alternative construction materials for exterior cladding with an application for a development plan. The alternative may be approved by the city upon determination that such construction will result in an appearance that is compatible with surrounding buildings and the overall character of the district.
- (4). No more than 15% of each exterior wall fronting or visible from public streets (including above grade parking structures) shall use accent materials such as architectural metal paneling, tile, and fiber cement siding (e.g. hardi-

material).

(5). For buildings which are not Townhouses or Live/Work units, up to 40 percent of exterior cladding of all walls not fronting on, or not visible from, public areas (including above grade parking structures) may be constructed of noncombustible materials including exterior stucco and fibrous cementitious material (e.g. hardi-material) construction.

(6). The exterior cladding (excluding glass) of all buildings, (including above grade parking structures) shall be composed of not more than three materials (excluding roofs).

(7). The following materials are prohibited as primary cladding materials:

- Aluminum siding or cladding
- Fiberboard or Masonite siding
- Wood roof shingles
- Unfinished concrete block (architecturally finished concrete block is permitted as a cladding material)

(7). The following materials are prohibited as primary roofing materials:

- Wood roof shingle
- Composite shingles with less than a 50-year life

(8). Balcony and patio railings and fences shall be constructed of wrought iron, steel or glass. Wood fences and railings and chain-link fencing are prohibited.

(9). All balcony and stairway walking surfaces shall be constructed of noncombustible materials. The structural elements may be constructed of noncombustible materials or decay-resistant wood or as required by the Building Code. All handrails and guardrails shall be constructed of noncombustible materials.

*B. Windows:*

(1). With the exception of Live/Work units, where a retail use occupies the first floor, at least 70 percent of the first floor exterior wall facing a thoroughfare, street, boulevard or parking plaza shall be transparent glazing.

(2). Glass is to be clear or tinted, not reflective.

*C. Walls.* Walls attached to buildings shall be developed as architectural extensions of the building, constructed of the same material and in the same style.

*D. Color.* The dominant color of all buildings (including above-grade parking structures) shall be muted shades of color. Black and stark white shall not be used except as accent color. There are no restrictions on accent colors which comprise less than 1.0% of the building face, except that fluorescent colors are prohibited.

8. Landscape. Landscaping within the Property shall comply with the provisions in this section and with the standards contained in the Town of Addison Code of Ordinances, as amended. Where conflicts exist between this section and the landscaping regulations, requirements in this section shall control.

*A. Streetscape Zone.* In this district, all streetscape elements, including street trees, lighting and other furnishings must be provided in the right-of-way, exclusive of driveways and access ways at points of ingress and egress to and from each lot.

(1). Street Trees -Street trees shall be provided in accordance with the following:

(a). Each street shall have street trees planted at uniform spacing, commencing no closer than 40 feet from the face of the curb of intersecting streets.

(b). Typically, street trees shall be planted as shown on the street cross sections at a spacing of 35 feet on center in tree wells of 5 feet wide by 10 feet long.

(c). Street tree varieties shall be approved by the City having a minimum of four (4) caliper inches.

(d). The streetscape shall have a continuous soil trench 5 feet wide and 3 feet deep with root barriers. The soil mixture for the soil trench shall be approved by the City. Any paving, structural elements, base course material or other associated items in/on/over the soil trench must be approved by a professionally licensed geotechnical engineer with final approval by the City.

(2). Street Lighting. Street lighting shall be provided in accordance with the following:

(a). Each street shall have street lamps uniformly spaced between trees as shown on the street cross sections. The exact location shall be provided in accordance with a lighting plan approved at the time of development plan approval. Photometric drawings will be required with a minimum light level of 2 foot candles in all pedestrian areas.

(3). Landscaping for Non-residential ground floor frontages. Non-Residential ground floor frontages may pave the area between the building face and sidewalk.

(4). Landscaping for residential ground floor frontages. Residential ground floor frontages shall be required to landscape the entire area between the edge of sidewalk and the primary building facade, excluding access to sidewalks, stairs, stoops, porches and patios. This area must be irrigated, and may be landscaped

with ground cover, low shrubs, and ornamental trees.

*B. Private Open Space.* Private open space, which is owned and maintained by the developer, shall be landscaped and irrigated. The landscaping plan for the private open space shall be approved by the City as a part of the development plan approval for each development.

*C. Parking Lot Screening.* Screening must be provided for all surface parking lots within the Property from all adjacent streets. The screening must extend along the entire street frontage of each surface parking lot, exclusive of (i) driveways and access ways at points of ingress and egress to and from the site and (ii) visibility triangles. Screening shall be provided in accordance with the standards contained in the Town of Addison Code of Ordinances, as amended.

*D. Perimeter Screening.* Masonry or landscape screening shall be provided from properties west of this property. Screening shall be approved by the City as part of the development plan approval for each development.

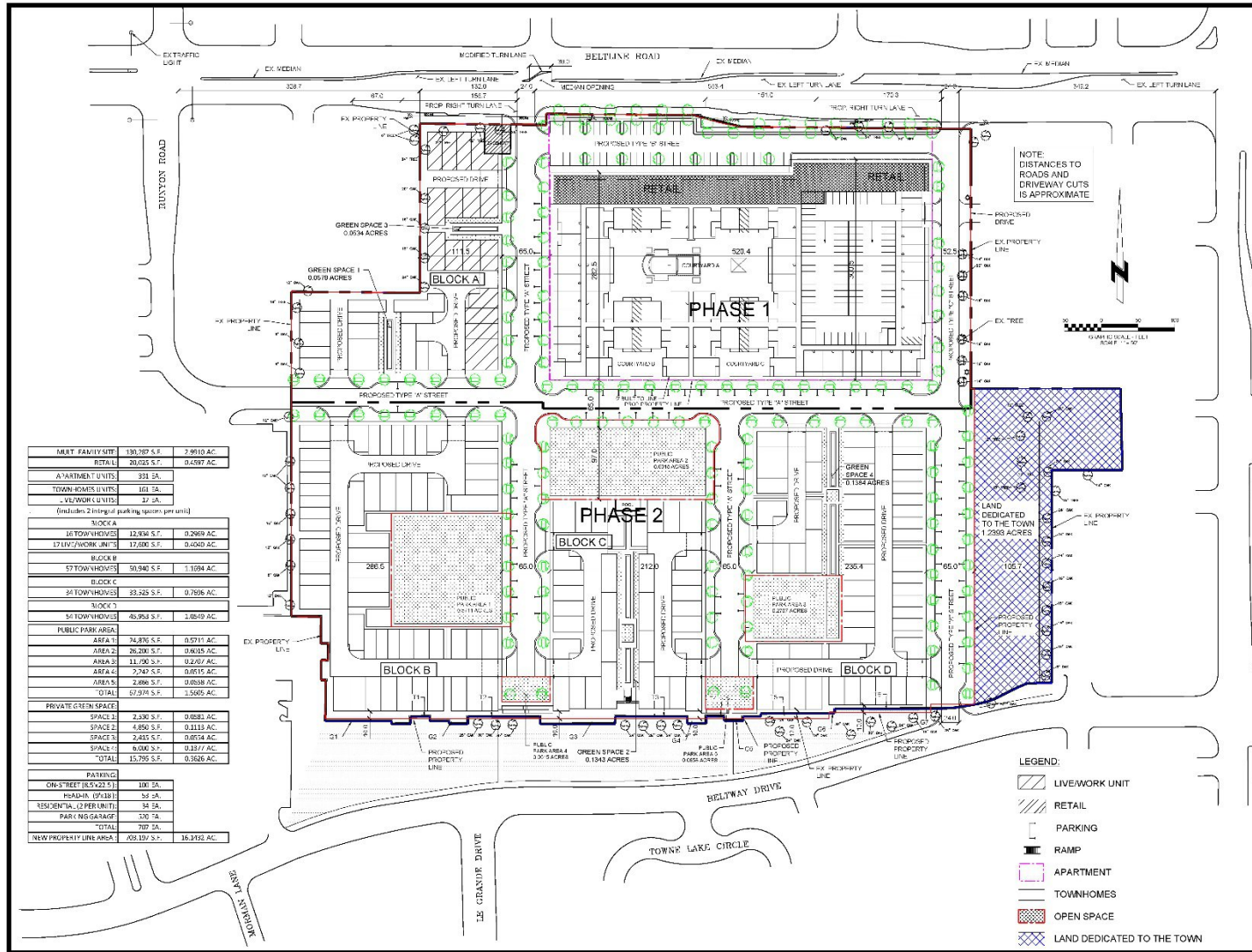
10. Screening of Mechanical Equipment and Service Areas:

A. Mechanical equipment shall be mounted on the roof and be screened from view from all rights-of-way and located to minimize noise intrusion off each lot. The required screening must be composed of the same exterior materials as the buildings on the lot, or through the use of masonry walls, ornamental fence (80 percent opaque), evergreen landscape material, or combination thereof.

B. Loading, service, and trash storage areas shall be screened from all public roadways. Refuse containers must be placed on a designed, reinforced concrete pad, including drive approach. The required screening must be composed of the same exterior materials as the buildings or through the use of masonry walls, ornamental fence (80 percent opaque), evergreen landscape material, or combination thereof.

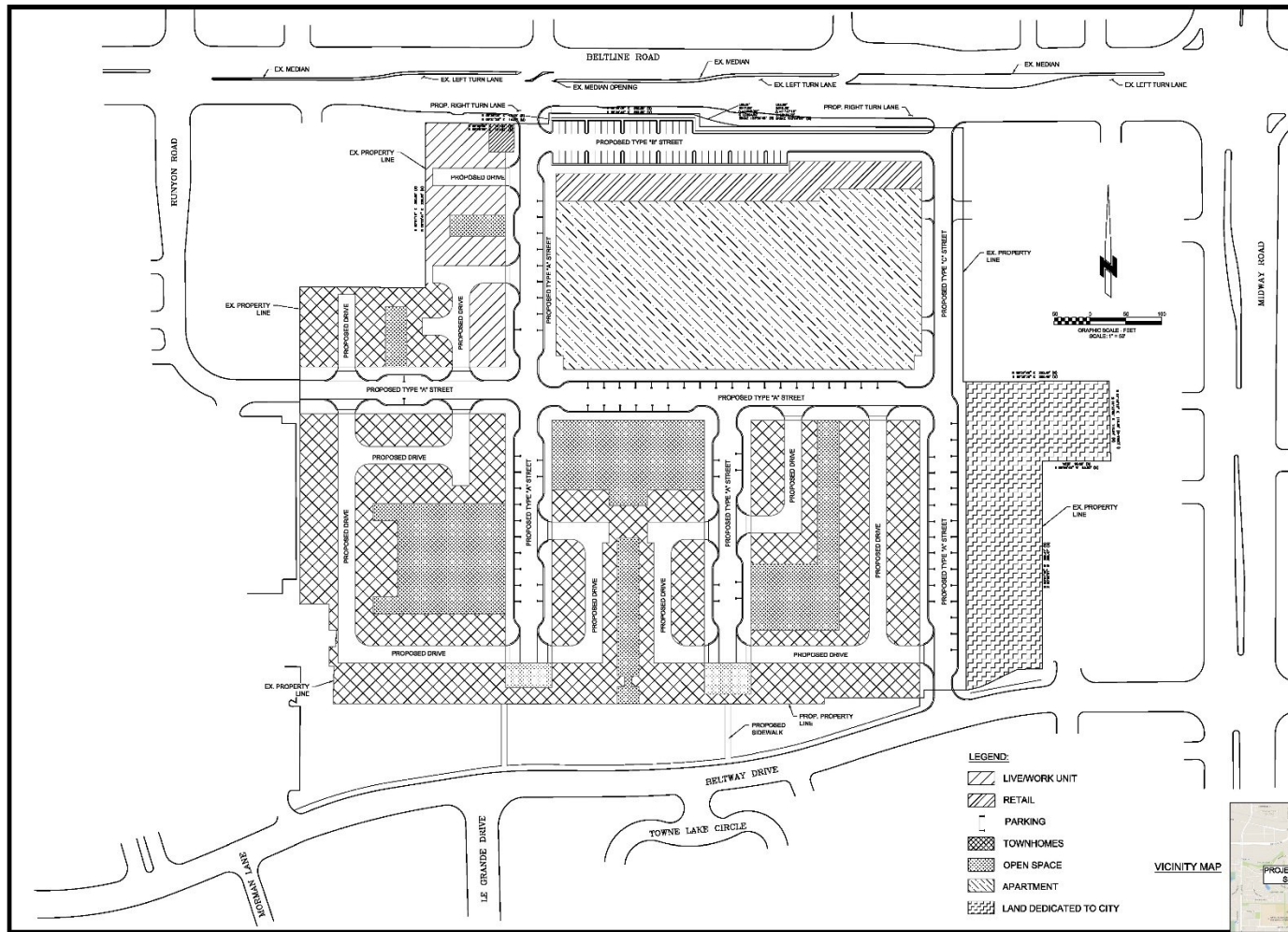
C. All roof-mounted mechanical elements must be screened from view from the public right-of-way and neighboring properties. Screening must be architecturally compatible with the building design.

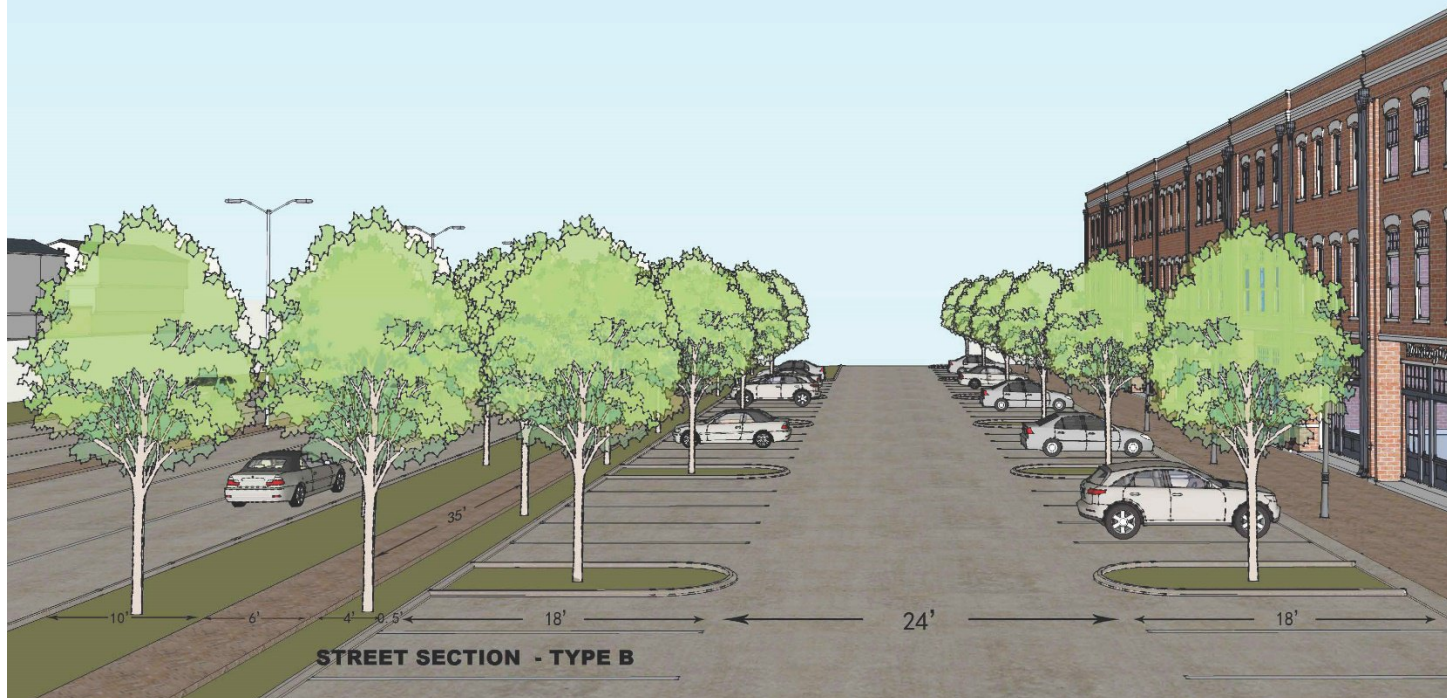
## EXHIBIT C: CONCEPT PLAN



## EXHIBIT D: STREET CROSS SECTIONS









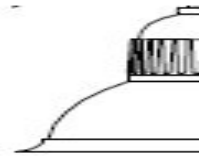


**EXHIBIT E: SITE FURNISHINGS**

Streetlights: Oncor Philadelphia Style Pole



2'  
1'



Hand  
(Full C

le Pole



Landscape Forms: 35: Sit Bench

## BENCH



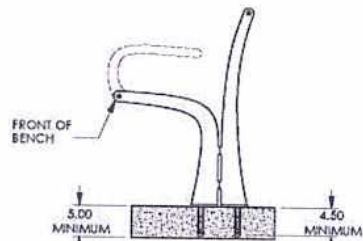
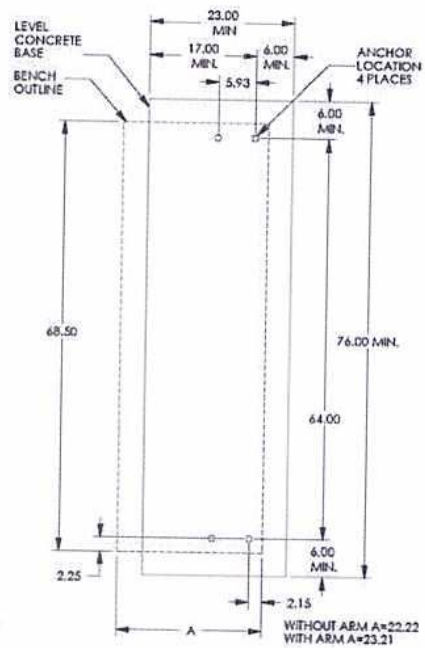
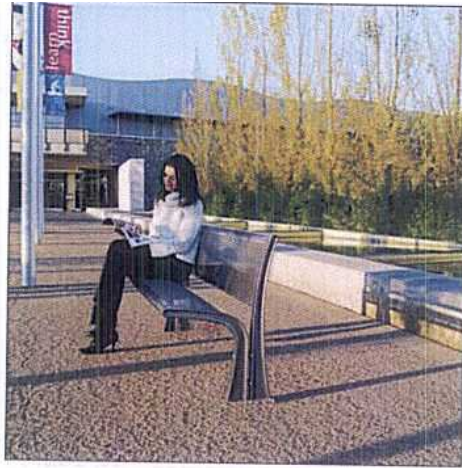
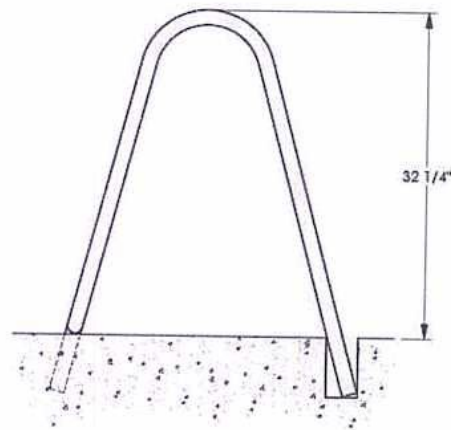
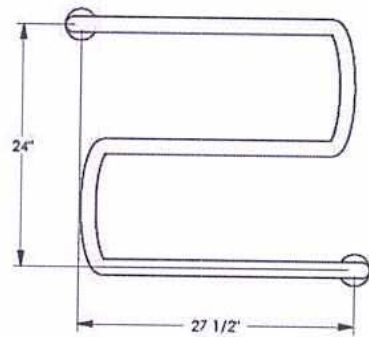
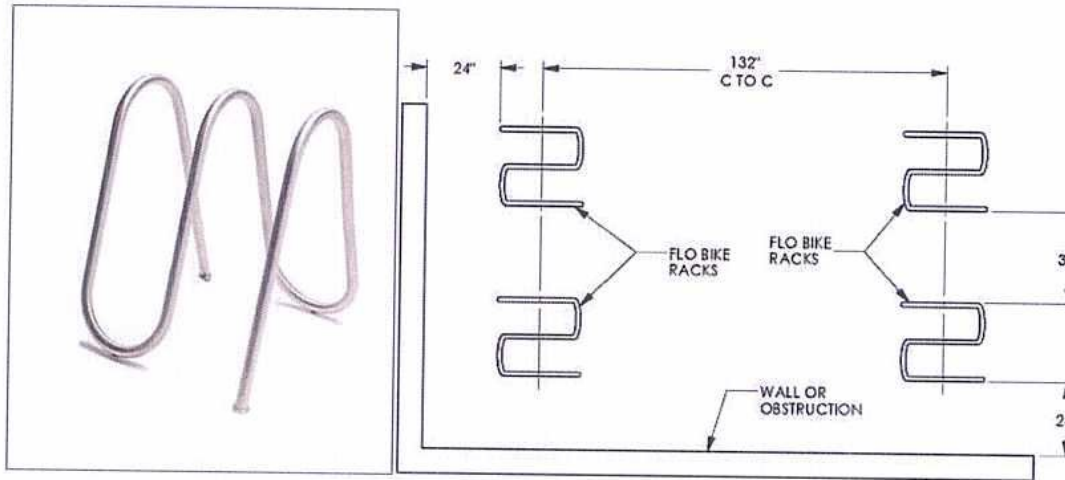


FIGURE 2  
STAY BACKED BENCH  
SURFACE MOUNT ANCHOR LOCATIONS  
DIMENSIONS IN INCHES

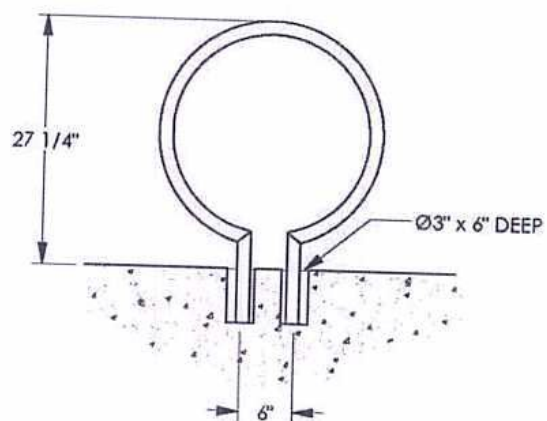
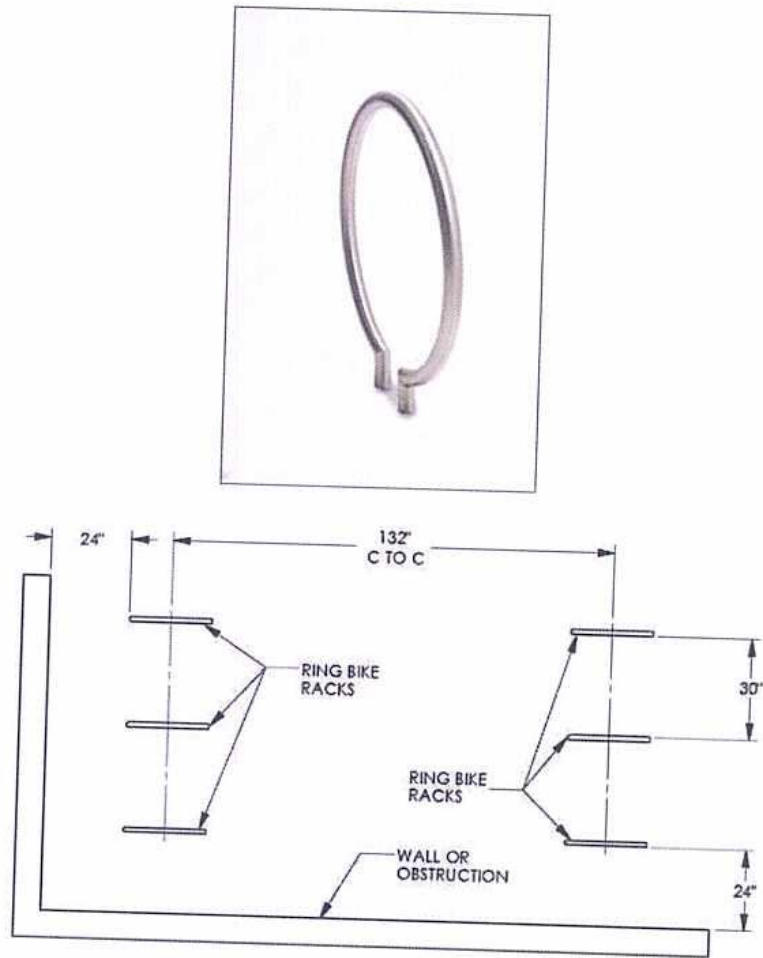
## Landscape Forms: 35: Stay Bench

# BENCH



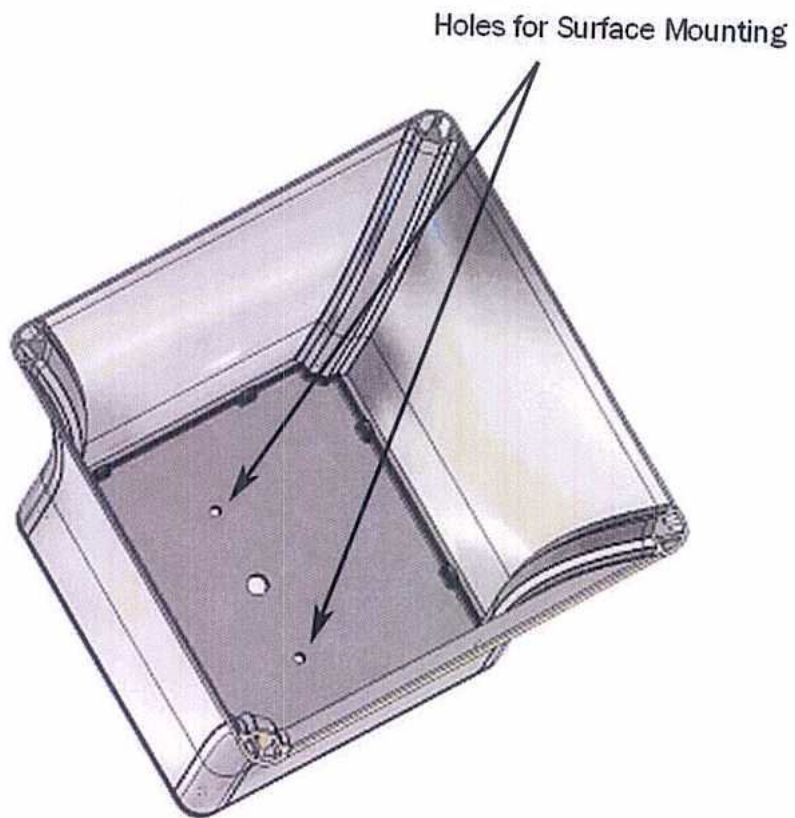
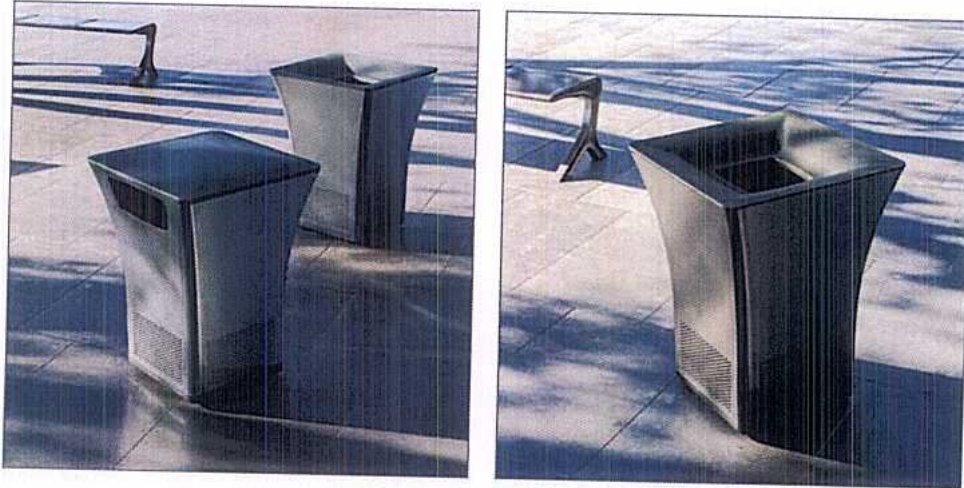
Landscape Forms: Flo2 Bike Rack

## BIKE RACK



Landscape Forms: Ring Bike Rack

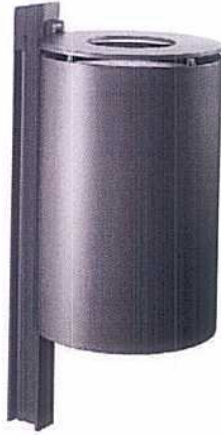
## BIKE RACK



Landscape Forms: 35: Pitch Litter Receptacle

## LITTER RECEPTACLE





Hess: Punto Litter Receptacle

## LITTER RECEPTACLE





Most Dependable Fountains: Model 493SS, 325

## DRINKING FOUNTAIN

**TOWN OF ADDISON, TEXAS**

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

**AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS, CREATING PLANNED DEVELOPMENT DISTRICT \_\_\_\_\_ FOR RETAIL, RESTAURANT, RESIDENTIAL AND OFFICE USES WITH MODIFIED DEVELOPMENT STANDARDS ON APPROXIMATELY 17.4 ACRES OF PROPERTY LOCATED AT 4150 BELT LINE DRIVE; PROVIDING A PENALTY NOT TO EXCEED TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00); AND PROVIDING FOR SAVINGS, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, at meetings held on December 15, 2015 and January 5, 2016, the Planning & Zoning Commission considered and made recommendations on a request for a Planned Development District (Case No. 1725-Z); and

**WHEREAS**, this change of zoning is in accordance with the adopted Comprehensive Plan of the Town of Addison, as amended; and

**WHEREAS**, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission, the information received at a public hearing, and other relevant information and materials, the City Council of the Town of Addison, Texas finds that this amendment promotes the general welfare and safety of this community.

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

**Section 1.** The recitals and findings set forth above are hereby found to be true and correct and incorporated as if fully set forth herein.

**Section 2.** Planned Development District \_\_\_\_\_ is hereby established for the 17.4 acres of property located at 4150 Belt Line Drive and more specifically described in **Exhibit A** attached hereto and incorporated herein (the "Property"), to allow retail, restaurant, residential and office uses developed in accordance with the Development Standards contained in **Exhibit B** attached hereto and incorporated herein and in accordance with the following conditions:

- A. The private drive commonly referred to as Runyon Road between the western property line and the intersection of Belt Line Road shall be upgraded to Town standards and become public right of way.
- B. The Townhouses and Live/Work units within Block A (as shown on the concept plan) shall be constructed using noise mitigation methods so that outside noise levels, measured within the habitable space of the units, do not exceed 45 DNL. A certified acoustical engineer shall approve the construction plans for these units to assure they

- will provide a 45 DNL noise level, and a certified acoustical engineer shall inspect the units, once constructed, and verify that the required noise level has been attained.
- C. The sanitary sewer line servicing this development shall be increased to a minimum 10' line in accordance with Town standards. This includes approximately an additional 230 linear feet of line than is being proposed in the applicant's wastewater study.
- D. The driveway access to the property adjacent to this site (4180 Belt Line Road) shall be reconstructed to align with the entrance/exit of the parking structure being proposed on the site. The applicant shall make any improvements necessary on the adjacent property (4180 Belt Line Road) to accommodate the driveway relocation.

**Section 3.** Development and use of the Property must substantially comply with the Concept Plan shown in **Exhibit C** attached hereto and incorporated herein.

**Section 4.** The streets within the Property and connecting the development to existing public streets shall be designed and constructed in accordance with the street cross sections contained in **Exhibit D** attached hereto and incorporated herein.

**Section 5.** Street furnishings for the development of the Property shall include benches, trash receptacles and bicycle racks; shall be located as approved by the City; and shall be provided in accordance with **Exhibit E** attached hereto and incorporated herein.

**Section 6.** Prior to and as a condition of the issuance of a building or any other permit for (i) any development. or (ii) the construction, erection, alteration, extension, placement or locating of any building, structure, infrastructure element, or improvement whatsoever, within the Property or any portion thereof, a development plan for the same must be approved by the Planning and Zoning Commission and by the City Council in accordance with Article XV, Section 5 of the Zoning Ordinance, as amended. A development plan (whether submitted for the entire Property or for a portion thereof) must comply with the Concept Plan, the standards, terms and conditions of this Ordinance, the Zoning Ordinance, and all other applicable ordinances, laws, rules, regulations, codes and standards of the City and any other governmental entity or agency having jurisdiction over the Property or applicable portion thereof. Development, occupancy, and use of the Property or portion thereof which is covered by or the subject of a development plan must comply in all respects with the development plan. Upon approval of a development plan by the City Council, the same shall be incorporated into and made a part of this Ordinance for all purposes.

**Section 7.** The creation of Planned Development District \_\_\_\_\_ has been made in accordance with the comprehensive plan of the City for the purpose of promoting the health, safety and welfare of the community, and with consideration of the reasonable suitability for the particular use and with a view of conserving the value of the buildings and encouraging the most appropriate use of land within the community.

**Section 8.** That the provisions of the Town of Addison Code of Ordinances, as amended, shall remain in full force and effect save and except as amended by this ordinance.

**Section 9.** That any person, firm, corporation, or other business entity violating any of the provisions or terms of this Ordinance shall, in accordance with Article XXVIII (Penalty for Violation) of the Zoning Ordinance, be fined, upon conviction, in an amount of not more than Two Thousand and No/100 Dollars (\$2,000.00), and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

**Section 10.** The provisions of this Ordinance are severable, and should any section, subsection, paragraph, sentence, phrase or word of this Ordinance, or application thereof to any person, firm, corporation or other business entity or any circumstance, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of the remaining or other parts or portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining parts or portions of this Ordinance despite such unconstitutionality, illegality, or invalidity, which remaining portions shall remain in full force and effect.

**Section 11.** That all ordinances of the City in conflict with the provisions of this Ordinance be, and the same are hereby repealed, and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**Section 12.** This Ordinance shall become effective from and after its passage and approval and after publication as may be required by law or by the City Charter or ordinance.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE TOWN OF  
ADDISON, TEXAS, on this the 12 day of January, 2016.**

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

ATTEST:

\_\_\_\_\_  
Laura Bell, City Secretary

CASE NO: 1725-Z/Addison Groves

APPROVED AS TO FORM:

\_\_\_\_\_  
Brenda N. McDonald, City Attorney

PUBLISHED ON: \_\_\_\_\_

**EXHIBIT A: PROPERTY DESCRIPTION**

BEING a tract of land situated in the THOMAS L. CHENOWETH SURVEY ABSTRACT NO. 273 in the Town of Addison, Dallas County, Texas and being all of Replat of Lot 1, Block A, Sam's Club Addition, an Addition to the Town of Addison according to the Plat recorded in Volume 92109, Page 3696 of the Map Records of Dallas County, Texas and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod set for corner at the intersection of the South line of Beltline Road (a variable width right-of way) also being the Northeast corner Lot 4, Block A of Sam's Club Addition.

THENCE South 89 °25'00" East along the South line of said Beltline Road a distance of 171.87 feet to a 1/2 inch iron rod set for corner;

THENCE North 00 °35'00" East continuing along said south line a distance of 15.00 feet to a 1/2 inch rod set for corner;

THENCE South 89 °25'00" East along the said South line of Beltline Road for a distance of 202.08 feet to a 1/2 inch iron rod set for corner at the beginning of a non-tangent curve to the left having a radius of 317.00 feet, a central angle of 11 °45'03", and a chord which bears of South 76 °03'12" East 64.90 feet;

THENCE in a Southeasterly direction along the said South line of Beltline Road and said curve to the left for an arc distance of 65.01 feet to a 1/2 inch iron rod set at the end of said curve;

THENCE South 89 °25'00" East along the said South line of Beltline Road for a distance of 312.32 feet to a 1/2 inch iron rod set for corner in the West line of Lot 2, Block A of said Sam's Club Addition;

THENCE South 00 °01'18" West along West line of said Lot 2, Block A of said Sam's Club Addition a distance of 352.96 feet to a 1/2 inch iron rod set for corner;

THENCE North 89 °57'48" East along South line of said Lot 2, a distance of 203.47 feet to a 1/2 inch iron rod set for corner;

THENCE South 01 °18'15" East along the West line of said Sam's Club Addition a distance of 110.86 feet to a 1/2 inch iron rod set for corner;

THENCE West along the North line of Lot 3, Block A of said Sam's Club Addition a distance of 95.80 feet to a 1/2 inch iron rod set for corner;

THENCE South 00 °01'18" West along the West line of said Lot 3 a distance of 289.41 feet to South face of a brick wall as follows:

THENCE South 89 °59'37" West, a distance of 16.71 feet along said wall, a total distance of 20.14 feet;

THENCE South 86 °25'13" West, a distance of 15.13 feet;  
THENCE South 66 °04'28" West, a distance of 9.84 feet;  
THENCE South 64 °24'17" West, a distance of 15.43 feet;  
THENCE South 62 °32'23" West, a distance of 15.64 feet;  
THENCE South 66 °53'03" West, a distance of 16.43 feet;  
THENCE South 77 °19'48" West, a distance of 16.07 feet;  
THENCE South 80 °25'01" West, a distance of 16.08 feet;  
THENCE South 81 °22'02" West, a distance of 15.88 feet;  
THENCE South 87 °30'18" West, a distance of 15.73 feet;  
THENCE South 89 °02'07" West, a distance of 32.33 feet;  
THENCE North 89 °59'23" West, a distance of 56.82 feet;  
THENCE North 89 °48'25" West, a distance of 56.42 feet;  
THENCE South 00 °11'48" East, a distance of 6.11 feet;  
THENCE South 89 °48'12" West, a distance of 100.29 feet;  
THENCE South 00 °03'23" East, a distance of 3.93 feet;  
THENCE South 89 °56'37" West, a distance of 24.19 feet;  
THENCE North 00 °26'13" East, a distance of 5.95 feet;  
THENCE North 89 °41'45" West, a distance of 25.76 feet;  
THENCE North 00 °18'22" West, a distance of 6.39 feet;  
THENCE South 89 °29'20" West, a distance of 24.40 feet;  
THENCE South 00 °49'52" East, a distance of 9.91 feet;  
THENCE South 89 °21'46" West, a distance of 25.89 feet;  
THENCE North 00 °01'18" West, a distance of 9.87 feet;

THENCE North 89 °58'08" West, a distance of 97.86 feet;  
THENCE South 00 °43'22" West, a distance of 10.07 feet;  
THENCE South 89 °53'31" West, a distance of 102.06 feet;  
THENCE North 00 °23'01" West, a distance of 9.95 feet;  
THENCE North 89 °52'59" West, a distance of 97.97 feet;  
THENCE South 00 °50'41" West, a distance of 9.97 feet;  
THENCE North 89 °51'35" West, a distance of 26.00 feet;  
THENCE North 01 °13'33" East, a distance of 3.78 feet;  
THENCE North 89 °50'29" West, a distance of 26.13 feet;  
THENCE North 00 °03'22" West, a distance of 6.29 feet;  
THENCE South 89 °11'28" West, a distance of 26.17 feet;  
THENCE South 01 °57'57" East, a distance of 9.55 feet;  
THENCE South 88 °20'59" West, a distance of 26.04 feet;  
THENCE North 00 °03'16" East, a distance of 4.02 feet;  
THENCE South 89 °59'13" West, a distance of 90.27 feet;  
THENCE North 01 °06'10" East, a distance of 55.89 feet;  
THENCE North 89 °05'27" West, a distance of 6.66 feet;  
THENCE North 00 °17'51" East, a distance of 27.11 feet;  
THENCE South 89 °42'09" East, a distance of 9.26 feet;  
THENCE North 01 °12'32" East, a distance of 22.36 feet;  
THENCE North 89 °42'09" West, a distance of 10.17 feet;  
THENCE North 00 °12'50" East, a distance of 36.84 feet;  
  
THENCE North 89 °31'08" West, a distance of 40.30 feet, being a point for corner on the East line of said Lot 1, Block A of said Sam's Club Addition;



THENCE North 00°01'18" East along the West line of said Sam's Club Addition a distance of 441.36 feet to a 1/2 inch iron rod set for corner in the South line of Lot 4, Block A of said Sam's Club Addition;

THENCE South 89°25'00" East along the South line of said Lot 4 a distance of 175.00 feet to a 1/2 inch iron rod set for corner;

THENCE North 00°01'18" East along the East line of said Lot 4 a distance of 230.00 feet to the POINT OF BEGINNING and Containing 17.347 acres or 755,648.37 square feet of land.

*NOTE: LEGAL DESCRIPTION IS BASED ON REPLAT OF LOT 1, BLOCK A, SAM'S CLUB ADDITION, RECORDED IN VOLUME 2004081, PAGE 210, PLAT RECORDS, DALLAS, COUNTY, TEXAS*

## **EXHIBIT B: DEVELOPMENT STANDARDS**

### **1. Purpose.**

The purpose of this Planned Development District (the "PD District," "Planned Development District," or "district") is to create a mixed use environment under a unified plan consisting of retail, restaurant, residential and office uses within a pedestrian-oriented village setting, to be developed in accordance with all of the standards, terms and conditions of this Ordinance (the "Ordinance"). These Planned Development conditions are incorporated into and made a part of the Ordinance for all purposes. Development, occupancy, and use of the Property and any portion thereof shall comply with development conditions set forth herein, with the Ordinance, with all applicable provisions of the Zoning Ordinance of the Town of Addison, Texas (the "City") (the same being Appendix A - Zoning of the Code of Ordinances of the City, and as it may be amended or superseded (the "Zoning Ordinance") and with all other applicable ordinances, laws, rules, regulations, standards, and codes of the City and any other governmental entity or agency having jurisdiction over the Property or applicable portion thereof.

### **2. Definitions, Interpretations.**

Unless otherwise stated, the definitions and interpretations in the Zoning Ordinance apply to this Ordinance and the development conditions set forth herein.

### **3. Uses.**

- a. Authorized Uses/ Prohibited Uses. Only those uses identified herein as permitted uses, special uses, or accessory uses are authorized uses (subject to the terms, conditions and provisions of this Ordinance) within the Property. All other uses are expressly prohibited.

- b. Permitted Uses.

- (1). *Residential*. Residential uses within the Property are limited to the following:

Townhouse  
Condominium  
Multifamily (with a maximum of 350 units)

- (2). *Live/Work*. For the purposes of the PD District, "Live Work" means a residential unit used jointly for commercial and residential purposes and must comply with the following provisions:

- (a). Live/Work units shall be limited to a maximum of 25 units and must be labeled as such on the approved concept and development plan.

(b). The commercial use is limited to occupations such as accountants, architects, artisans, attorneys, computer and multimedia related professionals, consultants, engineers, hair stylists, insurance, real estate, travel agents, one-on-one instructors, and similar occupations as may be approved by the Zoning Administrator provided that the use does not detract from, or pose a nuisance to, the adjacent uses.

(c). Both the residential and commercial components of the Live/Work unit must be occupied by the same tenant.

(3). *Retail*. Retail uses within the Property are limited to the following (all uses listed below are for retail use only (whether or not so specified), and are subject to the General Conditions set forth in subsection D. of this section):

Antique shop  
Art gallery  
ATM facilities  
Bakery, retail sales only  
Bank without drive-thru  
Barber and beauty shop  
Bicycle sales and service  
Book or stationery store  
Business support services  
Camera shop  
Candy, cigars and tobaccos, retail sales only  
Caterer and wedding service (sales office only, no commercial kitchen)  
Cleaning, dyeing and laundry pick-up station for receiving and delivery of articles to be cleaned, dyed and laundered, but no actual cleaning, dyeing, or laundering work is to be done on the premises  
Cleaning, dyeing and laundry pick-up station, with cleaning, dyeing and/or laundry work done on the premises (upon the issuance of a special use permit)  
Coffee shop (no seating on premises)  
Convenience store  
Cosmetic and beauty supplies  
Dance studios  
Department store  
Donut and pastry shop (no seating on premises)  
Drug store, retail sales only  
Electrical goods and fixtures for consumer use  
Electronics store  
Film developing and printing  
Financial services  
Fix-it shops, bicycle repair  
Florist, retail sales only  
Furniture sales, repairs and upholstery

Gallery, for the display and sale of artworks  
Grocery store - retail sales only  
Hardware, sporting goods, toys, hobby, paints, wallpaper, clothing, retail sales only  
Health club - private and public  
Household and office furniture, furnishings and appliances, retail sales only  
Jewelry, optical goods, photographic supplies - retail sales only  
Leasing office  
Magazine store  
Meat market, retail sales only  
Medical and dental clinic  
Message and chiropractic offices  
Movie DVD and VHS rental and sales  
Nail salon  
Optician and optical store  
Pet and pet supplies  
Pet grooming and pet boarding, including overnight pet boarding  
Photographer or artist studio  
Pizza delivery shop, no seating on premises  
Piano and musical instruments  
Plumbing shop, without warehouse facilities (to include storage for ordinary repairs, but not storage for materials for contracting work)  
Printing, copy shop, and mail reception, retail sales only  
Professional offices for architect, attorney, engineer and real estate  
Public garage, parking, no repairs  
Public safety facilities (upon the issuance of a special use permit)  
Restaurant (upon the issuance of a special use permit)  
Sale of alcohol for on-premises consumption in conjunction with a restaurant (upon the issuance of a special use permit)  
Sale of beer and wine for off-premises consumption in conjunction with a convenience or grocery store, but not including a store for which beer and wine sales constitute the primary source of revenue for the business (upon the issuance of a special use permit)  
Seamstress, dressmaker, or tailor  
Shoe repair shop, retail sales only  
Studio for the display and sale of glass, china, art objects, cloth and draperies  
Studios, dance, music, drama, martial arts  
Tailors  
Telephone stores  
Title companies  
Transit facilities (upon the issuance of a special use permit)  
Travel services  
Wearing apparel, including clothing, shoes, hats, millinery and accessories

(4). *Office*. (Defined under article XXX of the Zoning Ordinance)

(5). *Home office*. For the purposes of this PD District, "home office" means and includes office uses that are performed in a residential dwelling unit or in an office attached to a residential dwelling unit, that do not involve any structural change to the building or premises in which the use is conducted. A home office use which is located on the ground floor of a building may include the employment of not more than three employees, including the person who is the primary resident of the residential dwelling unit where the home office use is conducted. A home office use which is located on any floor of a building other than the ground floor may not include the employment of any employee other than a person who is a primary resident of the residential dwelling unit where the home office use is conducted.

(6). *Civic*. (Defined under article XXX of the Zoning Ordinance)

(7). *Mixed use (with residential)*. (Defined under article XXX of the Zoning Ordinance)

(8). *Mixed use (with nonresidential)*. (Defined under article XXX of the Zoning Ordinance)

C. Accessory Uses. The following are permitted as accessory uses within the Property:

- (1). Community, social, hobby, or laundry facilities for use by occupants of a residential development within the Property which are customary to residential developments.
- (2). Recreation space and facilities.
- (3). Parking and parking structures.
- (4). Other uses customarily incidental and subordinate to permitted uses and any special uses.

D. General Conditions. Development, occupancy, and use of the Property shall comply with the following conditions, as applicable:

(1). *Retail Use*. A retail use may be operated or conducted only in accordance with the following:

(a) A retail use is permitted only in connection with and as a part of a "mixed use (with residential)," which includes live/work units as the same is defined in Article XXX of the Zoning Ordinance.

(b) Free-standing retail is prohibited. For purposes hereof, "free-standing retail" means the use or occupancy of a freestanding building for a retail use.

#### 4. Development Standards.

A. For purposes of determining parking and open space compliance, the entire Property shall be considered as one lot. For example, retail parking in one phase of development, such as parking in a parking structure, may be applied to the required parking in another phase of retail development. Notwithstanding the consideration of the entire Property as one lot for parking and open space compliance purposes, parking for each development or phase of a development within the Property must be sufficient (and satisfy all of the standards set forth herein) for the development or phase thereof

B. Development, occupancy, and use of the Property shall comply with the development standards set forth in the following **Table A**:

<b>Table A: Development Standards</b>	
<b><u>Street Build-to Line</u></b>	<p>Street build-to lines within the property are as shown or identified on the Concept Plan and Street Cross Sections. No more than 30 percent of any street frontage may vary from the build-to line.</p> <p>Buildings greater than three stories in height may be set back above the third floor a maximum of 10 feet behind the building face of the first three floors along the street.</p>
<b><u>Side Yard Setback</u></b>	None
<b><u>Rear Yard Setback</u></b>	None
<b><u>Perimeter Setback</u></b>	10 feet
<b><u>Minimum Building Height</u></b>	23 feet/2 stories
<b><u>Maximum Building Height</u></b>	<p>Single-Family maximum height to midpoint of roof = 60 feet</p> <p>Multifamily maximum height to midpoint of roof = 85 feet</p> <p>Parking structure maximum height = 85 feet. Structure may not exceed height of multifamily structures.</p> <p>Detached non-residential structure maximum height = 60 feet</p> <p>All heights subject to FAA approval.</p>

<b><u>Minimum Lot Area</u></b>	None
<b><u>Minimum Lot Width</u></b>	None
<b><u>Minimum Lot Depth</u></b>	None
<b><u>Minimum Area per Residential Dwelling Unit</u></b>	Efficiency = 450 SF One-Bedroom = 600 SF Two-Bedroom = 850 SF Three-Bedroom = 1,000 SF Townhouse = 1,350 SF Live/Work Units = 2,000 SF
<b><u>Maximum Non-Residential Square Footage</u></b>	With the exception of Live/Work units, maximum = 30,000 SF
<b><u>Maximum Lot Coverage</u></b>	95%
<b><u>Buildings fronting each other shall be no closer than 30 feet.</u></b>	

C. Miscellaneous development standards: (1). Lot coverage:

- (a) The area of a porch or arcade fronting a public street is not included in the calculation of lot coverage.
- (b) The area of an above-grade parking structure is included in the calculations of lot coverage.

(2). Height: Architectural features including, but not limited to, turrets, spires and towers may exceed maximum height of building provided that any such structure is no more than 15 feet higher than the maximum permitted height and has a floor plan which is ten percent or less, of the ground floor area of the building of which it is a part.

(3). Setbacks:

(a) *Overhangs and fireplaces.* The minimum setback requirements shall apply in all cases, except that fireplaces, eaves, bays, balconies and fireproof stairways may extend up to a maximum of five feet into the required setbacks above the first floor.

(b) *Patios.* Patios may be constructed within the required setback zones.

(4). Buildings which are located on axis with a terminating street or at the intersection of streets shall be considered a landmark building. Such buildings shall be designed with landmark features which take advantage of that location, such as an accentuated entry and a unique building articulation which is off-set from the front wall planes and goes above the main building eave or parapet line.

5. Open Space.

A. Two acres for every 1,000 residents shall be dedicated for public open space use by the project applicant. After sufficient open space has been dedicated to meet the requirement for 2,250 residents, 1 ½ acres of open space for each 1,000 residents shall be dedicated for public use by the project applicant. For purposes of this section, the number of residents expected to reside in the Property (or applicable portion thereof) shall be determined by estimating the number of dwelling units authorized for a proposed project, multiplied by a factor of 1.5 persons per dwelling unit. Notwithstanding the foregoing, a minimum of 1.5 acres of open space shall be provided.

B. Land and improvements proposed to be dedicated as public open space shall be clearly shown on the Concept Plan and final development plan submittals.

C. Land and improvements to be dedicated for public open space shall be considered initially by the Planning and Zoning Commission and thereafter shall be submitted to the City Council for consideration of acceptance of the proposed dedication. No dedication shall be deemed approved without express action of the City Council in the form of a Resolution accepting the dedication. Failure of the City Council to execute an acceptance of dedication shall be deemed to be a refusal of the proposed dedication.

D. The area designated as open space shall be improved in accordance with a plan approved by the City prior to installation, and the improvements shall be accepted as part of the receipt of dedication of the open space for public park purposes and shall thereafter be maintained by the City.

E. In its approval of any development plan, the City may impose such conditions as deemed necessary to ensure that the intent and purpose of this section is satisfied, including but not limited to conditions relating to the timing of the open space improvements and dedication.

6. Parking.

A. *Generally.* Off-street parking must be provided for the appropriate building use classification according to the following ratios:

- (1). *General retail.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- (2). *Furniture store.* (1/1,000 s.f.) One space per each 1,000 square feet of gross floor area.
- (3). *Medical or dental clinics.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- (4). *Bank or savings and loans.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- (5). *Office.* (1/300 s.f.) One space per each 300 square feet of gross floor area. An office building or group of buildings, which shall total 50,000 square feet or more: (1/400 s.f.). One space per 400 square feet of gross leaseable area.
- (6). *Health club or studio for dance, music, drama, health and reducing.* (1/100 s.f.) One space per each 100 square feet of gross floor area.



- (7). *Residential: Townhome and Live/Work*. Two (2) spaces/unit. Spaces may be in tandem.
- (8). *Residential: Multifamily Apartments*. One (1) space/ bedroom.
- (9). *Restaurant*. (1/100 s.f.) One space per each 100 square feet of gross floor area.
- (10). *Civic*. To be determined by parking demand analysis study for proposed use and approved by the City's Zoning Administrator.
- (11). *Mixed Use*. Number of spaces resulting from application of ratios provided above for respective uses in the development.

B. *Shared parking*. Uses may join in establishing shared parking areas if it can be demonstrated that the parking for two or more specific uses occurs at alternating time periods. Required parking shall be determined based on parking demand for the peak parking period as determined by a parking analysis study approved by the City's Zoning Administrator.

C. *Below-grade parking*. Off-street below-grade parking is permitted to the lot lines, but must be designed to allow for proper ventilation and the planting of landscape materials.

D. *Parking garages*. Parking garage ramps shall not be expressed on the facades of parking structures fronting, or visible from public streets. Steel parking garages and steel guard cables on the garage facades are prohibited. The maximum length of an exposed parking structure along a street is 200 feet.

E. *Bicycle parking*. Bicycle parking shall be provided for all multi-family and commercial uses.

## 7. Exterior Appearance.

### A. *Materials*:

- (1). For Townhouses and Live/Work units, at least 80 percent of the exterior cladding of all exterior walls shall be masonry construction.
- (2). For all other buildings (including above grade parking structures) at least 80 percent of the exterior walls fronting or visible from public streets or public open space shall be masonry construction.
- (3). For purposes of this planned development district, "masonry construction" includes, but is not limited to brick, stone, cultured stone, glazing and plate glass, and split face concrete masonry units. An applicant, however, may submit a design for construction of parking structures that employs alternative construction materials for exterior cladding with an application for a development plan. The alternative may be approved by the city upon determination that such construction will result in an appearance that is compatible with surrounding buildings and the overall character of the district.
- (4). No more than 15% of each exterior wall fronting or visible from public streets (including above grade parking structures) shall use accent materials such as architectural metal paneling, tile, and fiber cement siding (e.g. hardi-material).

(5). For buildings which are not Townhouses or Live/Work units, up to 40 percent of exterior cladding of all walls not fronting on, or not visible from, public areas (including above grade parking structures) may be constructed of noncombustible materials including exterior stucco and fibrous cementitious material (e.g. hardi-material) construction.

(6). The exterior cladding (excluding glass) of all buildings, (including above grade parking structures) shall be composed of not more than three materials (excluding roofs).

(7). The following materials are prohibited as primary cladding materials:

- Aluminum siding or cladding
- Fiberboard or Masonite siding
- Wood roof shingles
- Unfinished concrete block (architecturally finished concrete block is permitted as a cladding material)

(7). The following materials are prohibited as primary roofing materials:

- Wood roof shingle
- Composite shingles with less than a 50-year life

(8). Balcony and patio railings and fences shall be constructed of wrought iron, steel or glass. Wood fences and railings and chain-link fencing are prohibited.

(9). All balcony and stairway walking surfaces shall be constructed of noncombustible materials. The structural elements may be constructed of noncombustible materials or decay-resistant wood or as required by the Building Code. All handrails and guardrails shall be constructed of noncombustible materials.

*B. Windows:*

(1). With the exception of Live/Work units, where a retail use occupies the first floor, at least 70 percent of the first floor exterior wall facing a thoroughfare, street, boulevard or parking plaza shall be transparent glazing.

(2). Glass is to be clear or tinted, not reflective.

*C. Walls.* Walls attached to buildings shall be developed as architectural extensions of the building, constructed of the same material and in the same style.

*D. Color.* The dominant color of all buildings (including above-grade parking structures) shall be muted shades of color. Black and stark white shall not be used except as accent color. There are no restrictions on accent colors which comprise less than 1.0% of the building face, except that fluorescent colors are prohibited.

8. Landscape. Landscaping within the Property shall comply with the provisions in this section

and with the standards contained in the Town of Addison Code of Ordinances, as amended. Where conflicts exist between this section and the landscaping regulations, requirements in this section shall control.

*A. Streetscape Zone.* In this district, all streetscape elements, including street trees, lighting and other furnishings must be provided in the right-of-way, exclusive of driveways and access ways at points of ingress and egress to and from each lot.

(1). Street Trees -Street trees shall be provided in accordance with the following:

(a). Each street shall have street trees planted at uniform spacing, commencing no closer than 40 feet from the face of the curb of intersecting streets.

(b). Typically, street trees shall be planted as shown on the street cross sections at a spacing of 35 feet on center in tree wells of 5 feet wide by 10 feet long.

(c). Street tree varieties shall be approved by the City having a minimum of four (4) caliper inches.

(d). The streetscape shall have a continuous soil trench 5 feet wide and 3 feet deep with root barriers. The soil mixture for the soil trench shall be approved by the City. Any paving, structural elements, base course material or other associated items in/on/over the soil trench must be approved by a professionally licensed geotechnical engineer with final approval by the City.

(2). Street Lighting. Street lighting shall be provided in accordance with the following:

(a). Each street shall have street lamps uniformly spaced between trees as shown on the street cross sections. The exact location shall be provided in accordance with a lighting plan approved at the time of development plan approval. Photometric drawings will be required with a minimum light level of 2 foot candles in all pedestrian areas.

(3). Landscaping for Non-residential ground floor frontages. Non-Residential ground floor frontages may pave the area between the building face and sidewalk.

(4). Landscaping for residential ground floor frontages. Residential ground floor frontages shall be required to landscape the entire area between the edge of sidewalk and the primary building facade, excluding access to sidewalks, stairs, stoops, porches and patios. This area must be irrigated, and may be landscaped with ground cover, low shrubs, and ornamental trees.

B. *Private Open Space*. Private open space, which is owned and maintained by the developer, shall be landscaped and irrigated. The landscaping plan for the private open space shall be approved by the City as a part of the development plan approval for each development.

C. *Parking Lot Screening*. Screening must be provided for all surface parking lots within the Property from all adjacent streets. The screening must extend along the entire street frontage of each surface parking lot, exclusive of (i) driveways and access ways at points of ingress and egress to and from the site and (ii) visibility triangles. Screening shall be provided in accordance with the standards contained in the Town of Addison Code of Ordinances, as amended.

D. *Perimeter Screening*. Masonry or landscape screening shall be provided from properties west of this property. Screening shall be approved by the City as part of the development plan approval for each development.

10. Screening of Mechanical Equipment and Service Areas:

A. Mechanical equipment shall be mounted on the roof and be screened from view from all rights-of-way and located to minimize noise intrusion off each lot. The required screening must be composed of the same exterior materials as the buildings on the lot, or through the use of masonry walls, ornamental fence (80 percent opaque), evergreen landscape material, or combination thereof.

B. Loading, service, and trash storage areas shall be screened from all public roadways. Refuse containers must be placed on a designed, reinforced concrete pad, including drive approach. The required screening must be composed of the same exterior materials as the buildings or through the use of masonry walls, ornamental fence (80 percent opaque), evergreen landscape material, or combination thereof.

C. All roof-mounted mechanical elements must be screened from view from the public right-of-way and neighboring properties. Screening must be architecturally compatible with the building design.

**EXHIBIT C: CONCEPT PLAN**

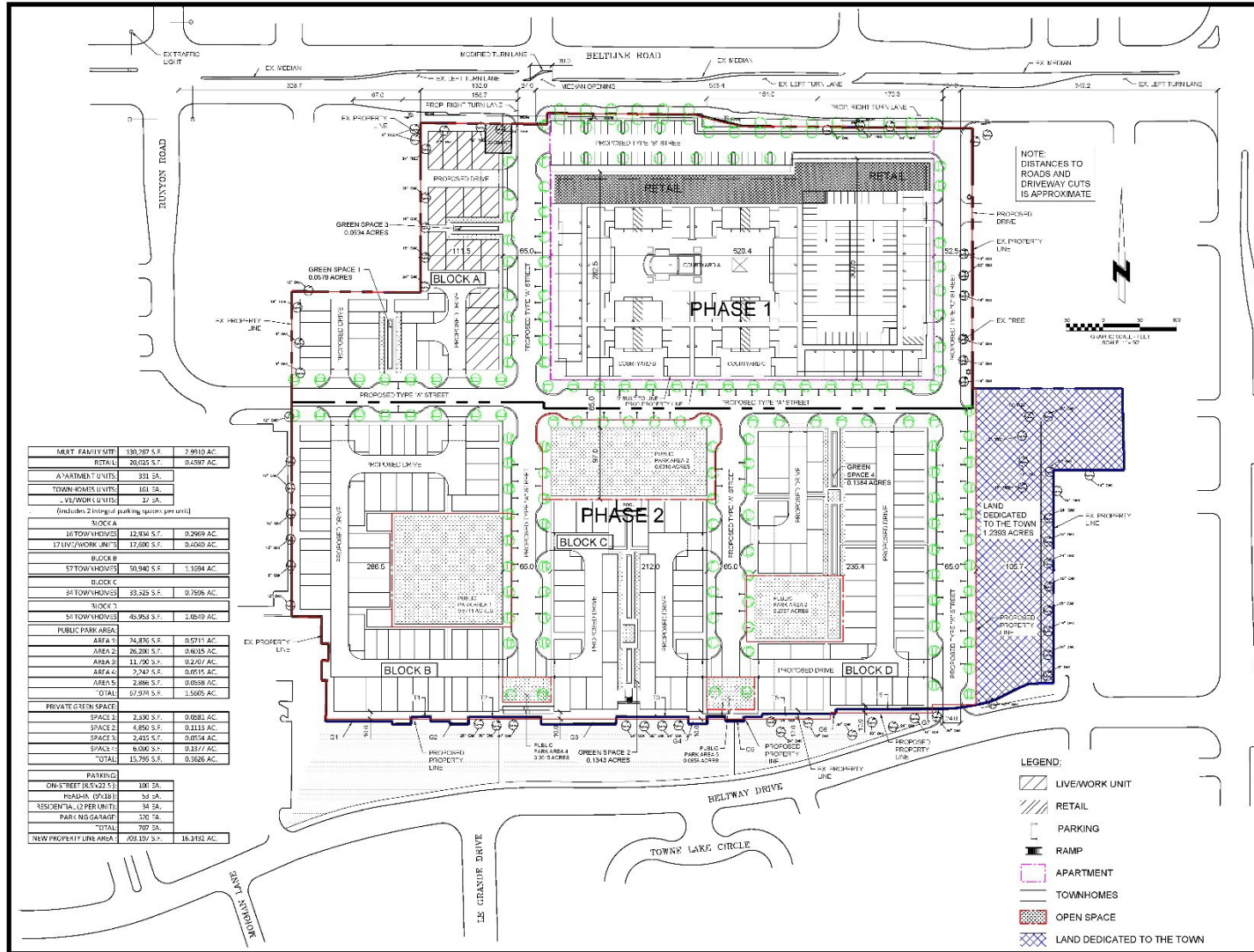
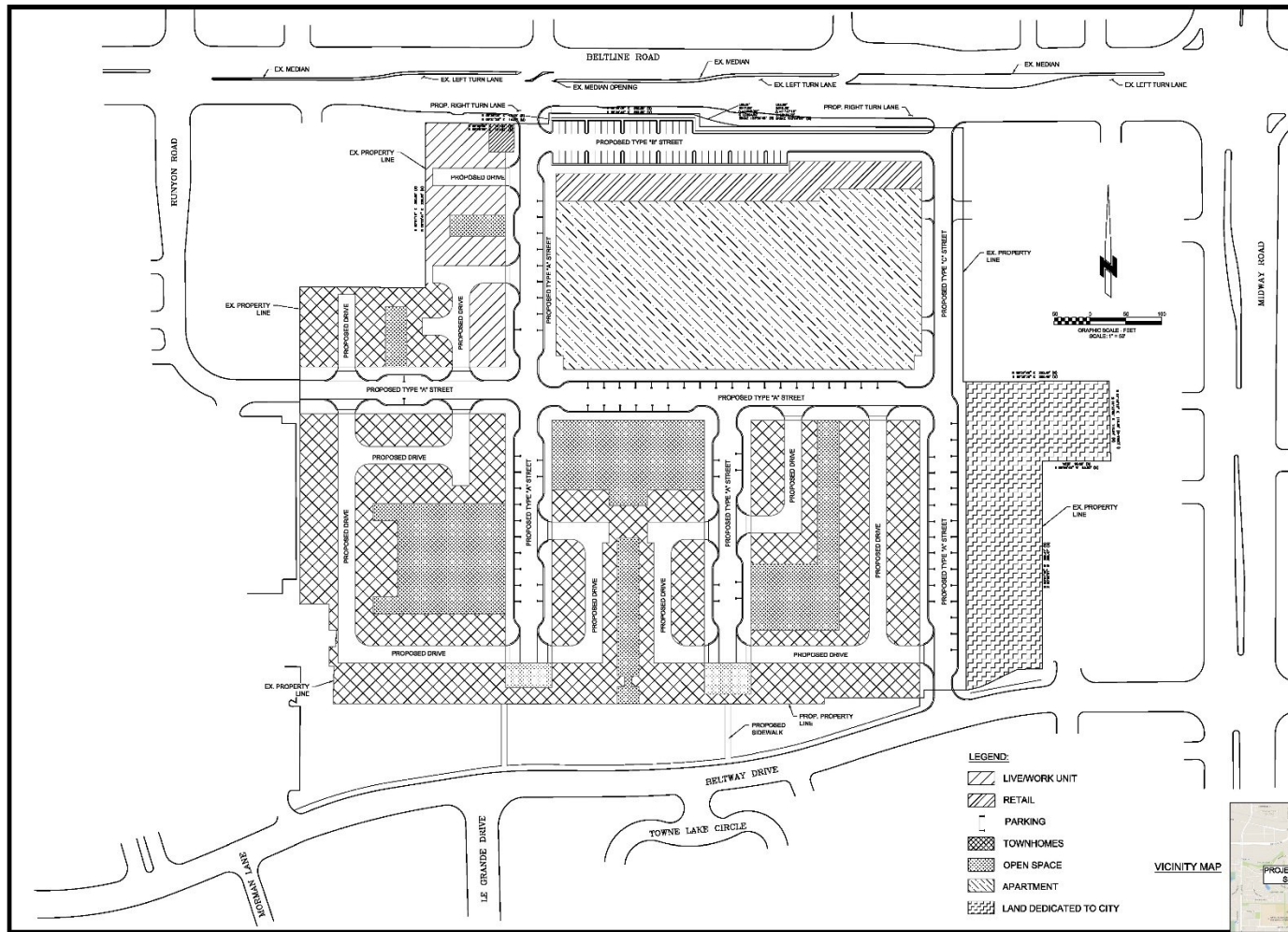
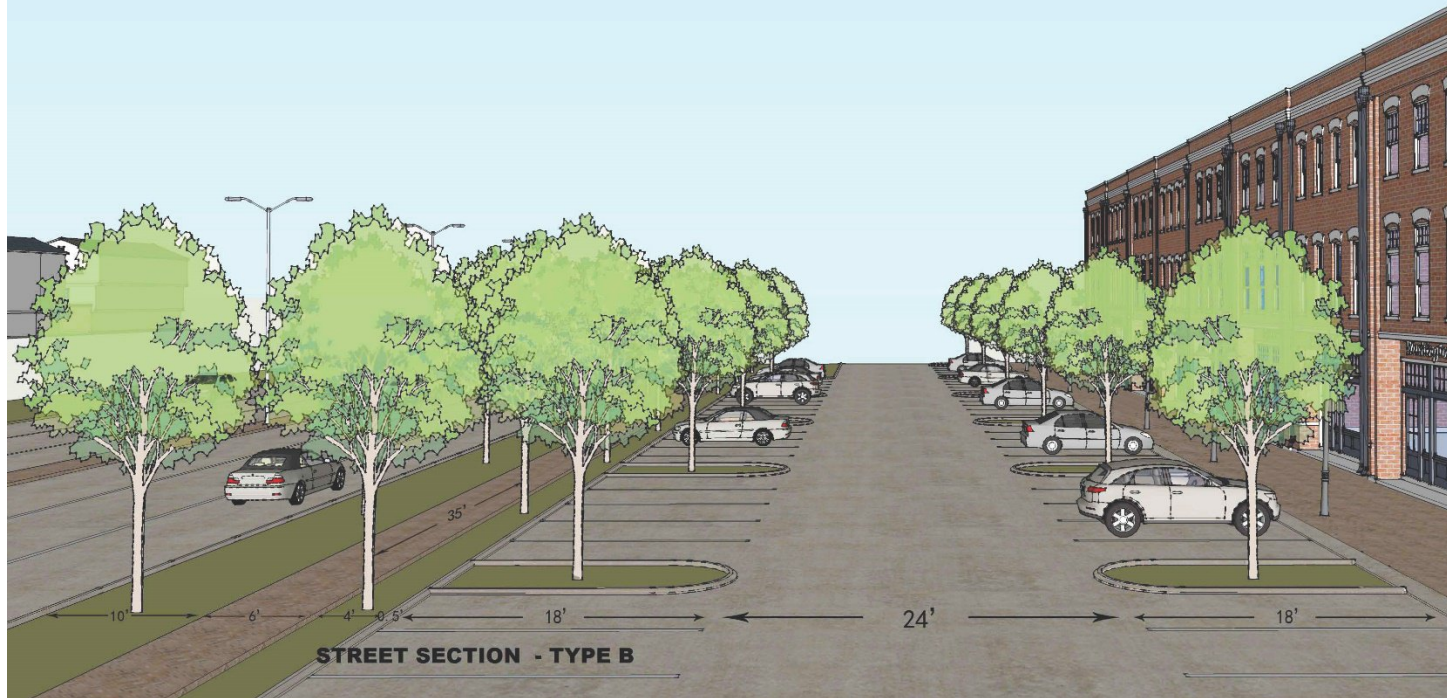


EXHIBIT D: STREET CROSS SECTIONS











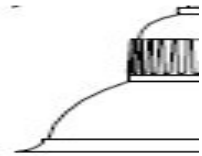
**EXHIBIT E: SITE FURNISHINGS**

Streetlights: Oncor Philadelphia Style Pole





2'  
1'



Hand  
(Full C

le Pole



Landscape Forms: 35: Sit Bench

## BENCH

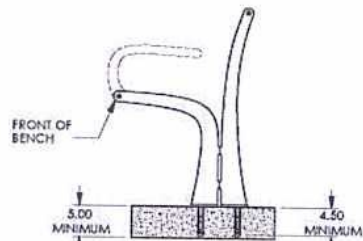
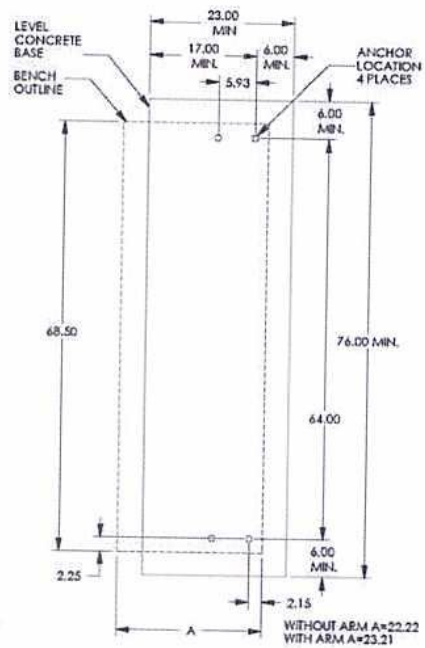
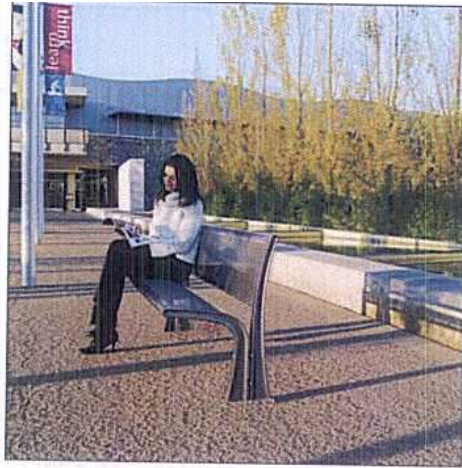
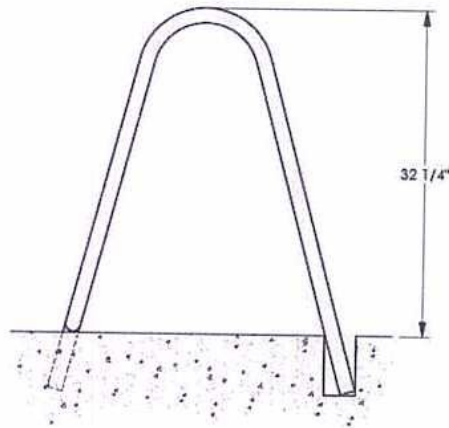
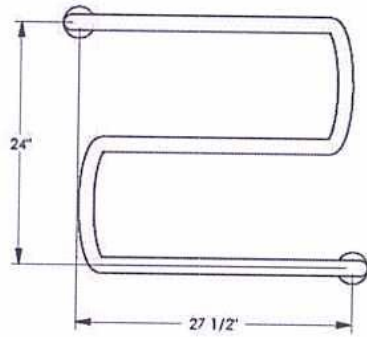
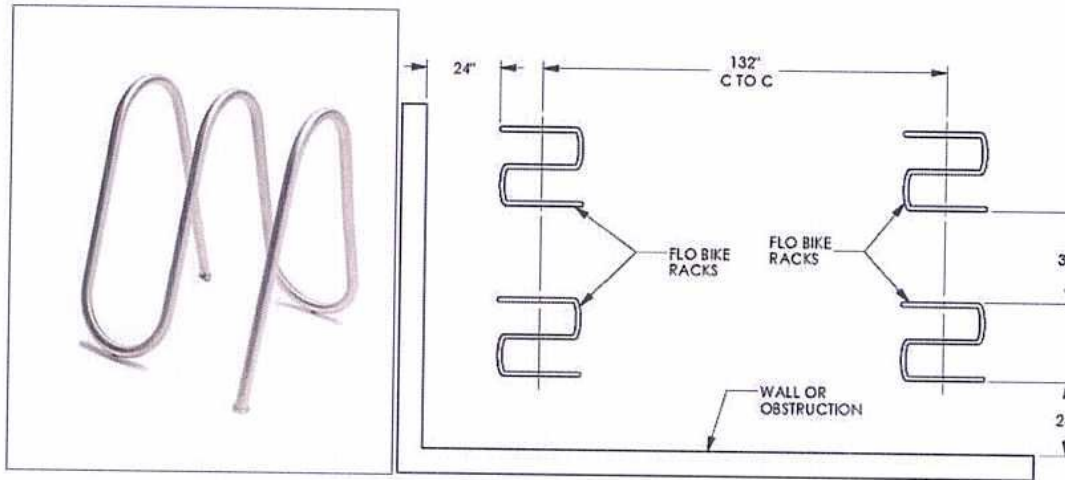


FIGURE 2  
STAY BACKED BENCH  
SURFACE MOUNT ANCHOR LOCATIONS  
DIMENSIONS IN INCHES

## Landscape Forms: 35: Stay Bench

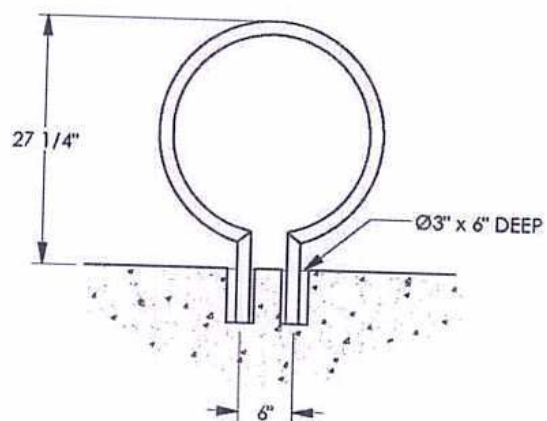
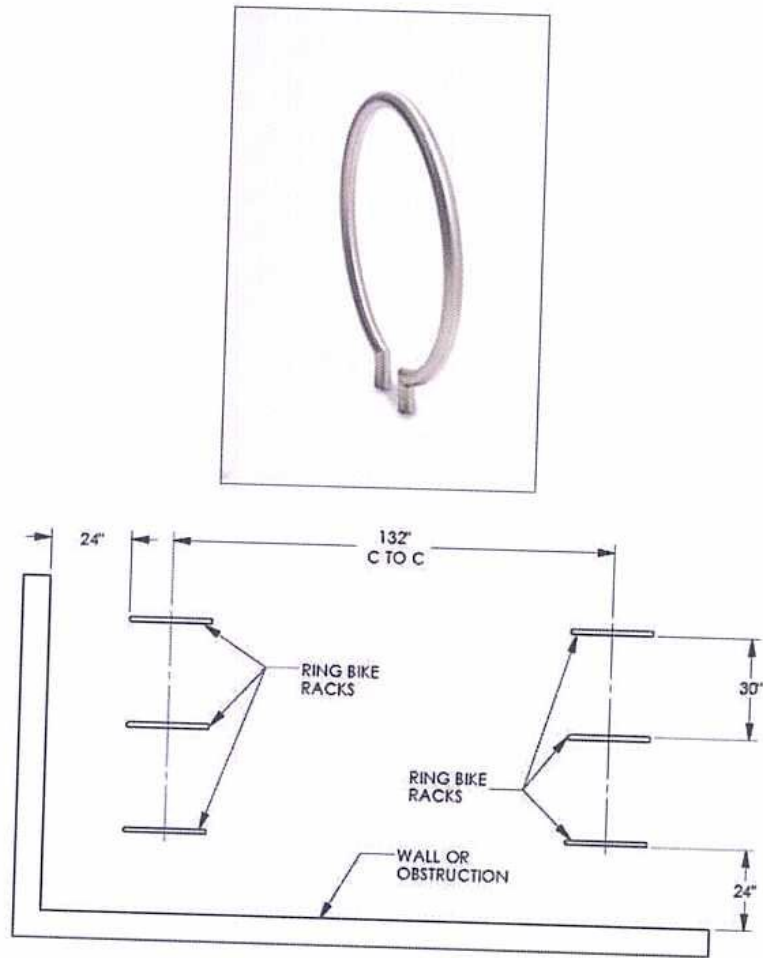
# BENCH



Landscape Forms: Flo2 Bike Rack

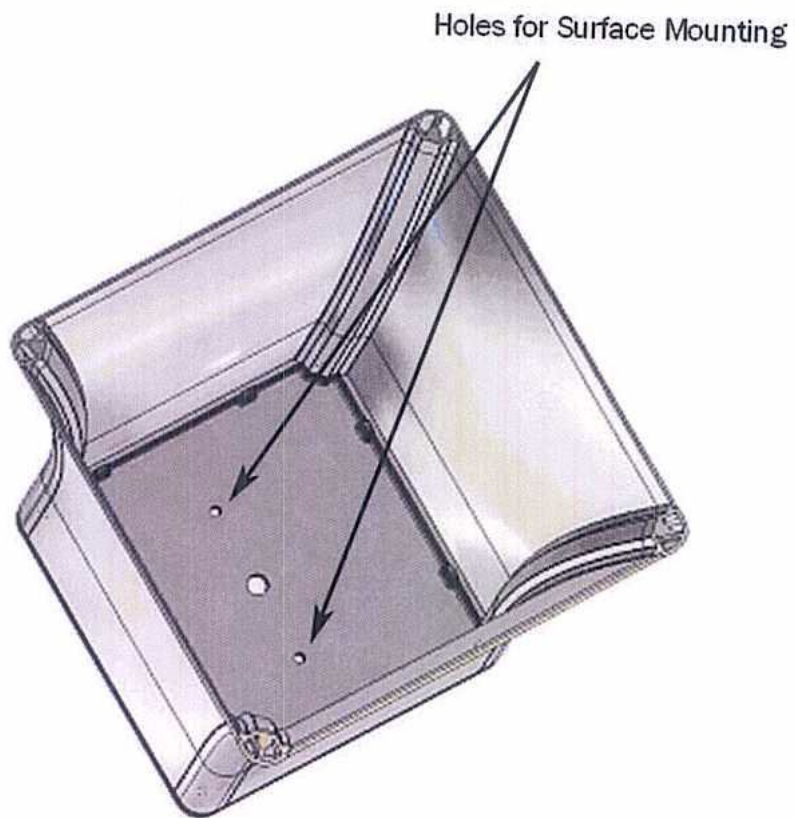
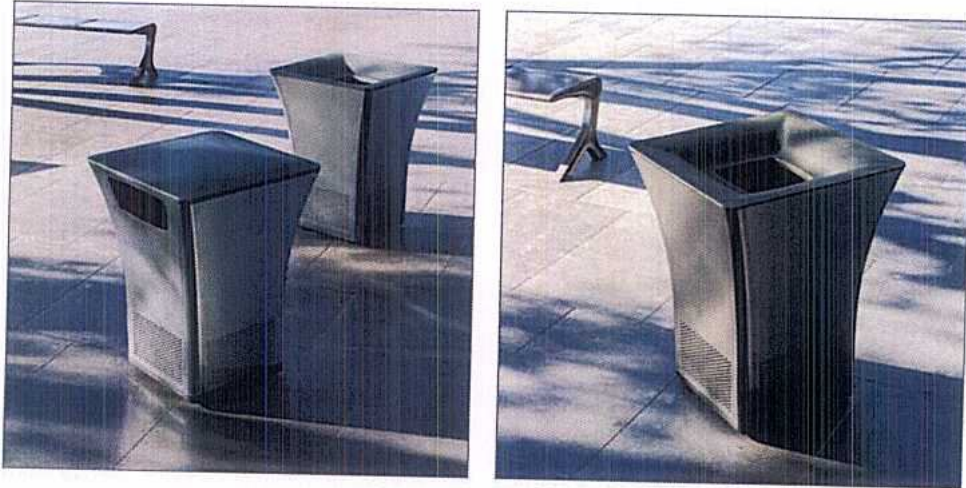
BIKE RACK





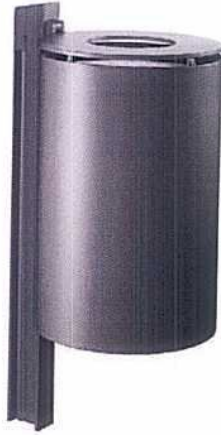
Landscape Forms: Ring Bike Rack

BIKE RACK



Landscape Forms: 35: Pitch Litter Receptacle

## LITTER RECEPTACLE



Hess: Punto Litter Receptacle

## LITTER RECEPTACLE



Most Dependable Fountains: Model 493SS, 325

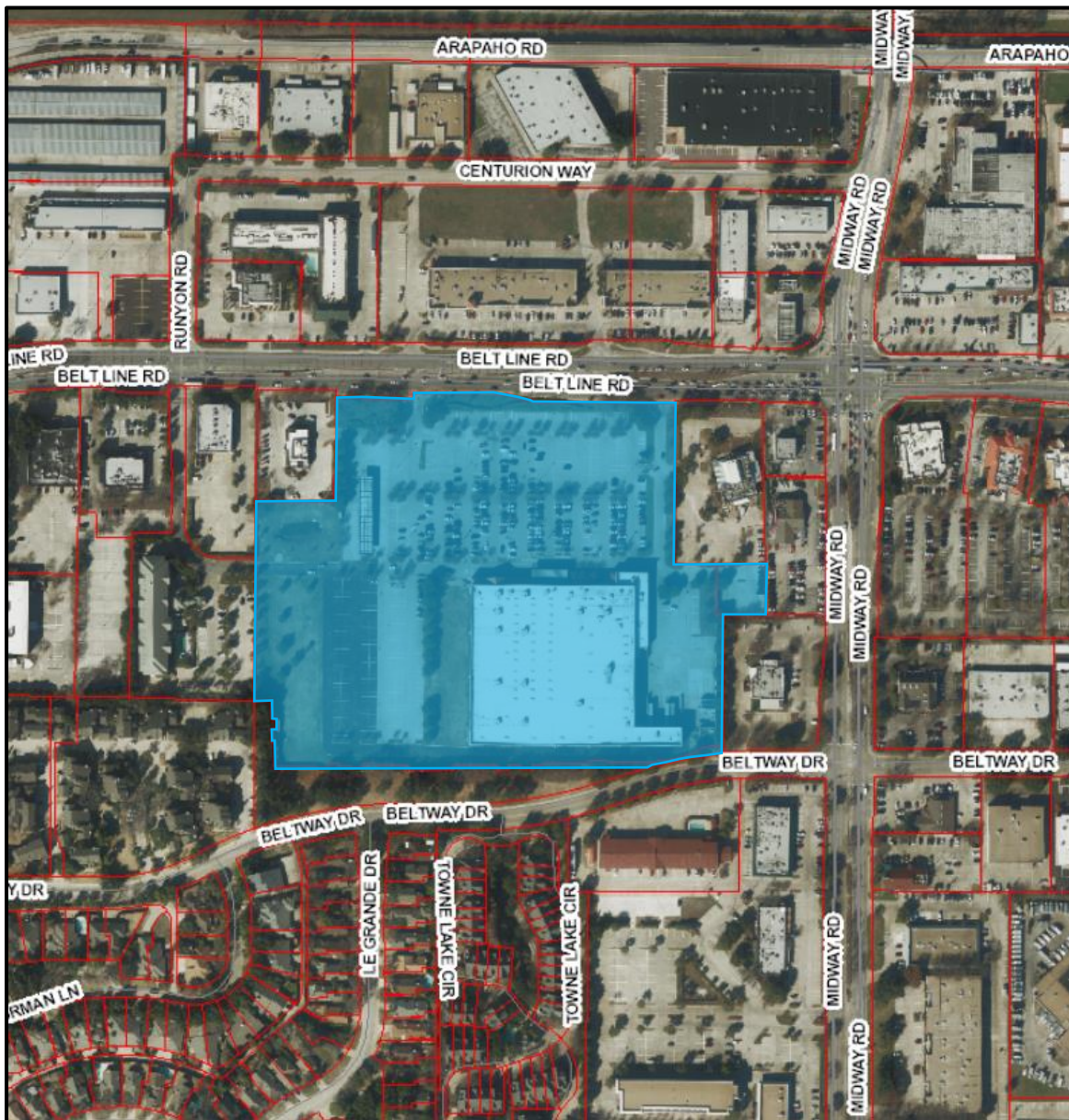
## DRINKING FOUNTAIN



# 1725-Z

**PUBLIC HEARING** Case 1725-Z/Addison Groves. Public hearing, discussion, and take action on a recommendation regarding an ordinance rezoning approximately 17.4 acres of land located at 4150 Belt Line Road in order to create a new Planned Development District for retail, restaurant, residential and office uses with modified development standards, on application from Fenway Development, Inc., represented by Mr. Frank Liu.

## LOCATION MAP





December 10, 2015

## STAFF REPORT

RE: Case 1725-Z/Addison Groves

LOCATION: 4150 Belt Line Drive

REQUEST: Approval of an ordinance rezoning the property from PD (Planned Development) for a retail use to a new PD (Planned Development) for a mixed use development.

APPLICANT: Fenway Development, Inc., represented by Mr. Frank Liu.

## DISCUSSION:

Background: The property located at 4150 Belt Line Road consists of two lots totaling approximately 17.4 acres. This property was zoned as a Planned Development in 1991 through ordinance O91-066 to accommodate the development of a Sam's Wholesale Club that was constructed the following year. As part of the approval, the developer was required to dedicate a small strip of land as public park space to serve as a buffer between the retail development and the residential uses on the south side of Beltway Drive that existed at that time or were anticipated in the future. Furthermore, the developer was required to construct a 10 foot high wall to further isolate the uses.

Sam's Club continued to operate on the site until it relocated in the summer of 2015 to a new building at Midway Road and Interstate 635. The Town was notified in 2012 that Walmart intended to close the store. In anticipation of this, the Comprehensive Plan identified this site as a potential location for a signature redevelopment and proposed conducting a special area study to establish a vision for the site and the adjacent properties. The study was funded and carried out in late 2014. This study area consisted of not only the Sam's Club site, but also properties along the western edge of Midway Road extending south to the Oncor transmission line easement.

The special area study committee consisted of a consultant team that facilitated a process involving Addison residents, Council Members, Planning and Zoning Commissioners and property owners within the study area. The committee recommended that any redevelopment meet the following criteria:

- This is a prime location within Addison; its development should provide a good return on investment for the owner and the Town.
- We need to recognize that Addison is an urban community. We need to insist on mixed use development with an appropriate scale, density and diversity.

- High quality design is an Addison characteristic that needs to continue here.
- Plan should succeed in phases.
- Organic expansion of existing neighborhoods into study area.
- Add housing choices that aren't easily found in Addison today, particularly for "aging in place".
- Create new employment locations.
- Provide retail, service, health/wellness businesses that serve nearby residents.
- Include people places and sidewalk / trail connections.
- Desired pedestrian connections allow for removal of wall.

The committee submitted its preferred development concept plan to the Council in late 2014. For the Sam's site itself, this plan called for 600 urban apartments, 150 condominium units and 74 townhomes.

After receiving the committee's input, the Council chose to hold a community meeting on the proposed redevelopment. This was held at the Conference Centre on March 2<sup>nd</sup> and was attended by approximately 100 residents, mostly from the Les Lacs, Midway Meadows and Towne Lake neighborhoods. The comments received at the community meeting were recapped as follows:

- It's good to have a plan to refresh an aging area.
- The open spaces and parks were a positive aspect of the plan.
- Participants liked the walkability and connectivity within the study area.
- They also liked the connections to the rest of the Town and to the Town's overall trail systems.
- Comments supported efforts to add more ownership residential units in Addison.
- Most comments favored the mixed use character of the proposal overall.
- Most comments supported the overall density but some felt it was not appropriate.
- Some comments advocated keeping the wall that currently exists on the south side of the Sam's Club property while other comments supported the wall's removal as shown in the Concept Plan.
- The inclusion of rental residential units received comments on both sides, from people who felt that was appropriate and necessary for the project's economics and from people who do not want any more rental units in Addison.

Concurrent to this process, the City Council held a number of work sessions to develop a housing policy to guide new development in the Town and adopted the following guidelines:

- New housing should increase the proportion of fee-simple ownership in Addison's housing mix. Apartment-only rezoning is unlikely to be approved, as currently the ratio of rental to ownership properties is higher than desired.
- A proposal should offer a 'best fit' mix of uses and housing choices within the context of the surrounding Addison community. The Town may use a study area committee (with staff, elected, and appointed members such as area residents and business representatives) to evaluate a proposal's fit in Addison.
- New housing should create or enhance neighborhoods of urban character rather than locate on a stand-alone, nonintegrated property and should continue the high quality design and walkability that make Addison's existing neighborhoods distinctive.



Based on these two processes, the Council approved a vision that kept the basic framework of the development concept presented by the study committee, but encouraged developers of the Sam's Club Site to explore a mixed use development with a retail component and that maximizes the residential fee simple ownership opportunities of the site.

Since that time, Fenway Development, Inc., also known as InTown Homes or Lovett Homes, has put the property under contract with Walmart. Staff has been working with this group for several months to finalize a redevelopment plan for the site that complies with the Committee's recommendations and Council direction.

Proposed Conceptual Plan: The plan that is being put forward for consideration is primarily a residential oriented mixed-use development. The property would become bisected by an extension of Runyon Road running east/west through the property. There would also be three north/south streets through the site, with the eastern most street tying into Beltway Drive. On the northern section of the property, between Belt Line Road and the extension of Runyon, would be a multifamily building with ground level retail fronting Belt Line. Plans also call for several Live/Work units. These are residential buildings similar to a Townhouse, but that allow retail and/or office uses on the ground floor with residential accommodations for the business owner above. The area south of the Runyon extension and north of the Beltway Park would consist of Townhouses. This area would also feature three new public parks that would serve as the required public open space for this development.

The proposed plan contemplates removing the existing wall and constructing a row of Townhouses that would front the existing park along Beltway Drive. The site is currently graded so that the Sam's site sits as much as ten feet below the grade of Beltway Park. The grade differential gets shallower as you move east along the property line. The Townhouses along the park would be built up even (at-grade) with the park, however the two roads that are not connecting with Beltway Drive would be set lower than the grade of the park and will require stairs and accessible ramps in order to make pedestrian connections through the park to the sidewalks along these streets.

In total, the concept plan anticipates 161 Townhouses, 17 Live/Work Units and 331 multifamily apartments, with 20,025 square feet of retail along Belt Line Road. Additionally, the concept plan shows that approximately 1.24 acres of land on the east side will be dedicated to the Town. This will square up this development and maintain flexibly with that land to incorporate into a future redevelopment of the properties east of this site.

Proposed Uses: The proposed uses closely resemble the uses permitted in our other mixed use districts, such as Addison Circle and Vitruvian Park.

The following residential uses would be allowed by right within the Planned Development district.

- Townhouse
- Condominium
- Multifamily (with a maximum of 350 units)

Additionally, a maximum of 25 Live/Work units would be allowed. The commercial component of the Live/Work units would be limited to occupations such as accountants, artisans, hair stylists, real estate agents, etc. Both the residential and commercial component of the unit would be required to be occupied by the same tenant.

Retail would only be allowed in conjunction with a mixed use building. The use list is extensive, but would be oriented towards neighborhood retail, as opposed to destination retail, and primarily include the uses found in the Local Retail district and the Vitruvian PD standards.

Office, home office and civic uses would also be permitted on the site, though none are being proposed as part of the current conceptual plan.

The following uses would be required to obtain a Special Use Permit in order to be allowed:

- Cleaning, dyeing and laundry pick-up station, with cleaning, dyeing and/or laundry work done on the premises
- Public safety facilities
- Restaurant
- Retirement home
- Sale of alcohol for on-premises consumption in conjunction with a restaurant
- Sale of beer and wine for off-premises consumption in conjunction with a convenience or grocery store, but not including a store for which beer and wine sales constitute the primary source of revenue for the business
- Transit facilities

Development Standards: The following development standards would apply to lots and buildings on the site:

**Street Build-to Line**

Street build-to lines within the property are as shown or identified on the Concept Plan and Street Cross Sections. No more than 30 percent of any street frontage may vary from the build-to line.

Buildings greater than three stories in height may be set back above the third floor a maximum of 10 feet behind the building face of the first three floors along the street.

**Side Yard Setback**

None

**Rear Yard Setback**

None

**Site Perimeter Setback**

10 feet

**Minimum Building Height**

23 feet/2 stories

**Maximum Building Height**

Single-Family maximum height to midpoint of roof = 60 feet

Multifamily maximum height to midpoint of roof = 85 feet

Parking structure maximum height = 85 feet. Structure may not exceed height of multifamily structures.

Detached non-residential structure maximum height = 60 feet

All heights subject to FAA approval.

<b><u>Minimum Lot Area</u></b>	None
<b><u>Minimum Lot Width</u></b>	None
<b><u>Minimum Lot Depth</u></b>	None
<b><u>Minimum Area per Residential Dwelling Unit</u></b>	Efficiency = 450 SF One-Bedroom = 600 SF Two-Bedroom = 850 SF Three-Bedroom = 1,000 SF Townhouse = 1,350 SF Live/Work Units = 2,000 SF
<b><u>Maximum Non-Residential Square Footage</u></b>	With the exception of Live/Work units, maximum = 30,000 SF
<b><u>Maximum Lot Coverage</u></b>	95%

**Buildings fronting each other shall be no closer than 30 feet.**

These standards closely resemble the standards in the Town's other mixed use developments of Addison Circle and Vitruvian Park and are intended to create a compact, urban, walkable environment.

There are some nuances to these standards that would be included in the regulations that would allow for architectural features to extend up to 15 feet higher than the included maximum permitted heights. This would allow buildings to have a little more flexibility in their design to create more visually interesting buildings. Additionally, the regulations would allow overhangs, balconies, and patios to extend into the area setback. This is often allowed in these types of developments and promotes a more active streetscape that can improve safety on the streets as there is more potential for people to be out on their patios or balconies, increasing the number of "eyes on the street."

Open Space: Historically, Addison has embraced the idea that public open space that is maintained by the Town should be included in residential developments. This has been especially important in more dense, mixed use developments because these spaces become the "yards" for the residents of the area. The intent behind making these spaces public and having the Town maintain them is that this promotes community and allows the Town to ensure a certain level of quality in these areas. The Town can also leverage its resources to maintain them to a higher standard than the property owner(s). Staff intends to continue that approach on this site.

The open space calculation used here is the same that was applied in Addison Circle and Vitruvian Park with success. It requires that two acres be provided for every 1,000 residents. The number of residents is determined by taking the unit count and assuming 1.5 persons per unit. For this development, the concept plan anticipates 509 units with 763.5 residents for an open space

requirement of 1.527 acres. This could increase or decrease based on the final unit count. The concept site plan shows that 1.56 acres will be provided.

The development achieves this by providing three small parks, as shown on the concept plan, as well as two additional areas being proposed as an expansion of Beltway Park where pedestrians would transition from the higher elevation of Beltway Park to the lower elevation of the development. The plans for these parks will be considered by the Planning and Zoning Commission and City Council as part of the development approval process to ensure that they are designed and constructed to the level of previous Addison parks and will provide amenities for the residents and also the general public. The developer will be responsible for the improvement of these parks in accordance with the approved plans prior to their dedication to the Town.

Staff has also crafted the concept plan so as to straighten out the property line between this site and Beltway Park. It is currently very jagged, notching north and south along the length of the park. When the property is replatted, this line would get straightened out, however the line will be established in such a way that there is no net loss of park land.

**Parking:** The off-street parking requirements for this development are as follows:

- *General retail.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- *Furniture store.* (1/1,000 s.f.) One space per each 1,000 square feet of gross floor area.
- *Medical or dental clinics.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- *Bank or savings and loans.* (1/300 s.f.) One space per each 300 square feet of gross floor area.
- *Office.* (1/300 s.f.) One space per each 300 square feet of gross floor area. An office building or group of buildings, which shall total 50,000 square feet or more: (1/400 s.f.). One space per 400 square feet of gross leasable area.
- *Health club or studio for dance, music, drama, health and reducing.* (1/100 s.f.) One space per each 100 square feet of gross floor area.
- *Residential: Townhome and Live/Work.* Two (2) spaces/unit. Spaces may be in tandem.
- *Residential: Multifamily Apartments.* One (1) space/ bedroom.
- *Restaurant.* (1/100 s.f.) One space per each 100 square feet of gross floor area.
- *Civic.* To be determined by parking demand analysis study for proposed use and approved by the City's Zoning Administrator.
- *Mixed Use.* Number of spaces resulting from application of ratios provided above for respective uses in the development.

These parking requirements are similar to what is found in other mixed use developments. Additionally, there will be a provision allowing the developer to demonstrate through a parking study that parking can be shared between uses because they are likely to be used in alternating time periods in order to have these parking requirements adjusted accordingly.

**Exterior Appearance:** The outside face of all structures on the site will be regulated by the Planned Development district text.

For Townhouse and Live/Work buildings, a minimum of 80 percent of all facades shall be of masonry construction, meaning brick, stone, cultured stone, glazing, plate glass or split face concrete masonry

units. For all other buildings, including parking structures, the 80 percent requirement shall be applied to the exterior walls fronting or visible from public areas (streets and parks). For all buildings, no more than 15 percent of the facades visible from the public areas shall use metal panels, tile or fiber cement siding. For non-Townhouse or Live/Work buildings, the exterior facades which are not visible from a public area, meaning those around the interior court yards, the allowance for metal panels, and tile or fiber cement siding increases to a maximum of 40 percent. On all buildings, a maximum of three materials would be permitted, excluding windows and roof materials.

For the retail uses, at least 70 percent of the store front would be glass.

The color of buildings within the development will be muted shades of color. This means that there will be no black, stark whites or fluorescent colors.

Landscaping: The landscaping must comply with the Town's landscaping regulations. With regards to the streetscape, the Planned Development District contemplates a look similar to Addison Circle with landscaping beds with trees. Two of the lessons learned from Addison Circle is that the trees were planted a little too close together and that there needs to be some protection between the tree roots and the adjacent infrastructure (streets and sidewalks). For this site, we are proposing street trees at 35 feet on center, as opposed to 25 feet on center in Addison Circle. Additionally, the street scape will have a continuous subterranean soil trench 5 feet wide and 3 feet deep with root barriers to keep the roots separated from the infrastructure. These trees and planting areas would become the Town's responsibility to maintain.

Another lesson learned from Addison Circle is that more lighting is necessary. For this site, we are requiring that a study be done to establish the exact number and placement of lights so that there be a minimum light level of two foot candles in all pedestrian areas. A foot candle is the measure of light emitted from an average candle at a distance of one foot away from the candle. Two foot candles is a commonly accepted standard for lighting in pedestrian areas.

For private landscaping, the applicant will have to submit detailed landscaping plans as part of the development approval process, and must comply with the Town's general landscaping requirements. Additionally, perimeter screening will be required to screen this site from the properties to the west.

Screening of Mechanical Equipment and Service Areas: For this Planned Development, mechanical equipment will be required to be mounted on the roof and shall be screened from view of all public areas. Loading, service and trash storage areas will also need to be screened from public areas.

Street Cross Sections: The site will feature 4 types of drives with this development, three of the four are detailed in the attached street cross sections. Street types A and C will be public streets. Street Type B and the alleys behind the Townhouses will be private drives. All drives will be 24 feet wide and serve as fire lanes for the development.



Street type A will be the primary street type throughout the development and will allow for parallel parking adjacent to the drive lanes. This street type calls for a five foot landscape area that would include the planting beds and street trees, then a six foot sidewalk and a five foot front yard setback.

Street type B is intended address the Belt Line Road frontage and support the ground floor retail along that frontage with head-in parking. There will be two pedestrian zones within street type B. One would be a public six foot sidewalk set ten foot back of curb from Belt Line Road. The second would be located adjacent to the building and would include 14 feet for landscaping, patios and walkways. This would be privately maintained. The dimensions for street type B reflect the requirements of the Belt Line zoning district standards and are intended to match with future development along Belt Line.

Street type C is a variation of street type A and is only located along the eastern side of the multifamily building. For this street type, the parallel parking is not required. This was done because the garage entrances and exits serving multifamily and retail will intersect with this street. The drives accessing the garage would have mostly eliminated the ability to put on-street parking on this side of the building.

Site Furnishings: The Planned Development will require specific site furnishings including street lights, benches, trash receptacles and bicycle racks. Staff and the applicant are proposing to go with a standard Oncor street light design. This will match the street lights being added to Beltway Drive and will be Oncor's responsibility to maintain. All other street furnishings will match those at Vitruvian Park and will become the Town's responsibility.

Utility Study Findings: As part of the staff review process for this project, staff and the applicant have conducted preliminary utility discussions to ensure that the site can be properly serviced by the Town's water, waste water, and stormwater systems.

There is sufficient capacity in the water system in the area to support this use. The design of the system internal to the site will have to be determined during civil plan review as part of the construction phase of the project.

With regards to the stormwater system, the development will not be allowed to discharge additional stormwater into the system above current levels. The site as it exists today has two areas for above ground detention. The new development will have to account for this detention with the final calculations being based on the amount of impervious area. The concept plan calls for this detention to be placed underground. The location and size of any underground detention system will be determined during civil plan review as part of the construction phase of the project.

The applicant was asked to study the wastewater system to determine current capacity and identify if any improvements are necessary. Kimley-Horn was selected and determined that several line segments of the downstream wastewater system will need to be upgraded from an eight inch line to a ten inch line to accommodate the additional flow from this development. This line runs along the south side of Belt Line Road from this site, west to Surveyor Blvd. There is an additional 230 feet of line west of Surveyor that is eight inches where the study shows has just enough capacity to handle this

development and therefore the study does not recommend upgrading this segment. Town engineering staff have reviewed the study findings and would recommend that the 230 feet of line be upsized to a ten inch line as well. They note that although the line may have capacity, operationally, it is not a good practice within a wastewater system for a larger line to flow into a smaller line.

**Traffic Impact Analysis:** The applicant was also asked to study the impact that this development will have on the roadway network both in the near term (2017) and long term (2035). It is important to remember that this is a redevelopment site, so there is a pre-existing traffic volume generating from the site. As part of the analysis, traffic engineers consider a use's trip generation rate. These rates come from an industry standard set by the *Trip Generation Manual* published by the Institute of Transportation Engineers which set the average number of one way trips that a use will generate in day as well as in the AM peak hour and PM peak hour. Below is a table indicating the one way trips currently being generated and the one way trips that the proposed development would likely generate on average.

Use	Amount	Unit of Measure	Daily One Way Trips	AM Peak Hour One-Way Trips			PM Peak Hour One-Way Trips		
				In	Out	Total	In	Out	Total
Current:									
Discount Superstore	138,000	SF	7,004	143	122	255	294	306	600
Redevelopment:									
Retail	15,000	SF	641	9	5	14	27	29	56
Multifamily	350	Units	2,328	36	143	179	141	76	217
Fee-Simple Homes (Townhouse)	233	Units	1,354	18	85	103	81	40	121
Total Trip Generation:			4,323	63	233	296	249	145	394

Based on this comparison, the proposed development is likely to generate fewer overall trips throughout the day than is being generated currently. During the peak hours, the proposed development is likely to generate slightly more trips in the morning and a third less trips in the evening. It should also be noted that the unit count for the multifamily and townhouses are higher in this analysis than what is shown on the concept plan. This was assuming a "worst-case" scenario from a traffic perspective, but the actual impact on traffic is likely to be less than what is presented.

The analysis also details how traffic will enter and exit the site and how specific intersections will be affected. Of particular interest to staff was the proposed street connecting to Beltway Drive. After analyzing traffic models, the traffic impact analysis indicates that during the AM peak hour, 7 vehicles will exit the site at this intersection and travel westbound on Beltway, while 58 will exit and go eastbound towards Midway. In the PM peak hour, 4 vehicles are likely to go westbound, while 36 are likely to travel eastbound towards Midway.

It was determined that neither the signalized intersection of Belt Line Road and Midway Road nor the intersection of Beltway Drive and Midway Road would experience a drop in the level of service classification based on the proposed development.

## RECOMMENDATION: **APPROVAL WITH CONDITIONS**

Staff recommends approval of the request subject to the following conditions:

- 1.) The private drive commonly referred to as Runyon Road between the western property line and the intersection of Belt Line Road shall be upgraded to Town standards and become public right of way.

Currently, this drive is privately owned by two property owners with a common access easement allowing the customers of Sam's to have access. It was Walmart's responsibility to maintain this drive. Now that the site is being redeveloped, it is anticipated that this drive will tie into a public street when it reaches the development, and, under the current arrangement, would become the responsibility of the property owners, likely through an HOA, to maintain. Where the Town has tried private streets in the past, property owners have typically come to the Town several years later once the street needs to be maintained or reconstructed because of the cost of doing so. Therefore, we no longer allow private streets in new developments. It would be best for the portion of this drive to be reconstructed to Town standards as part of this project and dedicated to the Town to avoid this situation from arising in the future.

- 2.) The Townhouses and Live/Work units within Block A (as shown on the concept plan) shall be constructed using noise mitigation methods so that outside noise levels, measured within the habitable space of the units, do not exceed 45 DNL. A certified acoustical engineer shall approve the construction plans for these units to assure they will provide a 45 DNL noise level, and a certified acoustical engineer shall inspect the units, once constructed, and verify that the required noise level has been attained.

Staff is somewhat hesitant to place owner-occupied residential units fronting Belt Line Road and adjacent to the existing restaurant uses immediately to the west of this site because of the potential for noise. To address noise in other areas around Town, we have imposed this requirement requiring so as to insulate the unit and reduce the noise level to 45 DNL (Day-Night Average Sound Level), which is a standard residential noise level.

- 3.) The sanitary sewer line servicing this development shall be increased to a minimum 10' line in accordance with Town standards. This includes approximately an additional 230 linear feet of line than is being proposed in the applicant's wastewater study.

This was addressed previously in this staff report. The applicant is proposing to upgrade much of this line, however engineering review staff would prefer that the entire length of the 8 inch line be upgraded to a 10 inch line.

- 4.) The driveway access to the property adjacent to this site (4180 Belt Line Road) shall be reconstructed to align with the entrance/exit of the parking structure being proposed on the

site. The applicant shall make any improvements necessary on the adjacent property (4180 Belt Line Road) to accommodate the driveway relocation.

The Snuffers and La Ventana restaurant site is accessed through an access easement through the Sam's site. This easement gives the owner of the Sam's site the flexibility to relocate that access. With this development that site will have access off of the proposed eastern public street. This is also the street from which the parking structure will be accessed. From a traffic safety standpoint, it would be preferable for the restaurant driveway and the parking structure driveway align. This condition would compel the developer to do so.

Should this case be approved, it will lay the foundation for this development. As the project progresses, the applicant will be required to come back through the zoning process for what is known as development plan approval. It is at that stage that details regarding exact site plans, floor plans, building elevations, landscaping and open space improvement plans, etc. will be presented for consideration. These plans will be drafted in accordance with the concept plan and development standards discussed in this report.

Staff believes that the proposed development achieves the goals of both the special area study committee and the City Council and conforms to many of the comments received at the community meeting. This will be a mixed use development that adds to the owner occupied housing options in Addison, but that also provides additional retail space along Belt Line. Because of the residential nature of much of this development, the stated pedestrian connectivity goals, and the desire for this development to be an expansion of the existing neighborhoods, staff supports the removal of the wall as well as the addition of the road connection to Beltway along the eastern edge of the site. Staff believes that neither of these will have a negative impact on the adjacent residential areas.

More broadly, a development of this character should promote additional redevelopment along Belt Line, west of Midway Road. Midway has previously been perceived as a boundary for new development on Belt Line, especially for retail. This development, in conjunction with the Belt Line median and lighting enhancements conducted a couple years ago and the ongoing utility undergrounding project, could help pull development interest further west on Belt Line Road.

## Land Use Analysis

### Attributes of Success Matrix

Addison Groves, 4150 Belt Line Road

1725-Z

Attribute	Comment	Score
Competitive	The development includes a variety of uses which should be very attractive to future residents and tenants.	
Safe	The concept plan and development standards have been crafted to promote a safe, walkable environment. The street connection with Beltway Drive will reduce emergency response times to the site.	
Functional	The various components of the plan should function well together and integrate into the area without a negatively impacting the surrounding properties.	
Visually Appealing	The development will be required to build to a high visual standard. The parks and street trees will make the development visually appealing.	
Supported with Amenities	The mix of uses within the development will provide amenities for the residents. Additionally, the adjacent properties will provide easy access to additional amenities .	
Environmentally Responsible	This will be a compact, pedestrian oriented mixed-use development. This is an environmentally responsible development pattern.	
Walkable	The development is very walkable and will improve pedestrian connections along Beltway. Additionally, the sidewalk along Belt Line will be improved to promote better accommodate pedestrians.	
<b>Overall Assessment</b>	<b>This will be a high-quality redevelopment that rates highly in these criteria as well as with the goals stated by the study committee and the City Council.</b>	



Case 1725-Z/Addison Groves  
January 5, 2015

**COMMISSION RECOMMENDATION:**

The Addison Planning and Zoning Commission, meeting in regular session on January 5, 2015, voted to recommend approval of an ordinance changing the zoning on the property located at 4150 Belt Line Road in order to create a new Planned Development District for retail, restaurant, residential and office uses with modified development standards, subject to the following conditions:

- A. The private drive commonly referred to as Runyon Road between the western property line and the intersection of Belt Line Road shall be upgraded to Town standards and become public right of way.
- B. The Townhouses and Live/Work units within Block A (as shown on the concept plan) shall be constructed using noise mitigation methods so that outside noise levels, measured within the habitable space of the units, do not exceed 45 DNL. A certified acoustical engineer shall approve the construction plans for these units to assure they will provide a 45 DNL noise level, and a certified acoustical engineer shall inspect the units, once constructed, and verify that the required noise level has been attained.
- C. The sanitary sewer line servicing this development shall be increased to a minimum 10' line in accordance with Town standards. This includes approximately an additional 230 linear feet of line than is being proposed in the applicant's wastewater study.
- D. The driveway access to the property adjacent to this site (4180 Belt Line Road) shall be reconstructed to align with the entrance/exit of the parking structure being proposed on the site. The applicant shall make any improvements necessary on the adjacent property (4180 Belt Line Road) to accommodate the driveway relocation.
- E. Medical and health related uses shall be permitted upon approval of a Special Use Permit.
- F. At least 50% of the live/work and townhome units must be under construction prior to the issuance of a building permit for the multifamily units or the garage

building.

- G. The existing screening wall along the southern property line shall not be removed until construction has commenced on the Townhome units along the wall.
- H. The site plan shall be amended to exclude the type A street and the proposed type C street from Belt Line Road to Beltway Drive and to make it a pedestrian connection.

Voting Aye: Ennis, Griggs, Morgan, Robbins, Schaeffer

Voting Nay: Robinson, Smith

Absent: none

#### SPEAKERS AT THE PUBLIC HEARING (held 12-15-15):

For: none

On: none

Against: Morgan Jones, 14824 Le Grande Drive  
 Lorrie Semler, 14821 Le Grande Drive  
 Joyce Gruger, 3804 Waterside Court  
 Ray Ryland, 14817 Surveyor Blvd  
 Jim Duffy, 3887 Ridgelake Court  
 Roger Hart, 4135 Towne Green Circle  
 Dave Marold, 3918 Winter Park Lane  
 Susan Halpern, 14800 Le Grande Drive  
 Cathy Ways, 4104 Rush Circle  
 Aubri Simmons, 4102 Rush Circle  
 Nathan Caplovitz, 4015 Bobbin Lane  
 Ron Whitehead, 3919 Bobbin Lane  
 Paul Walden, 14806 Le Grande Drive  
 Mary Laub, 10925 Crooked Creek Circle Dallas, TX 75229  
 Greg Cohlma, 14805 Le Grande Drive  
 Cindi Kruse, 4167 Towne Green Circle  
 Robert Clinesmith, 3025 Bryan Street #2E Dallas, TX  
 Vickie Belen, 4105 Pokolodi Circle  
 Renee Rossi, 14872 Towne Lake Circle

#### POSITION OF THOSE PRESENT BUT NOT SPEAKING AT THE PUBLIC HEARING:

For: none

On: none

Against: Tanya Thomas, 14879 Towne Lake Circle  
 Teresa Wilkin, 4133 Towne Green Circle  
 Judy Lindloff, 14891 Towne Lake Circle



Iris Smith Caplovitz, 4015 Bobbin Lane  
Eric Laub, 10925 Crooked Creek Circle, Dallas, TX 75229  
Maureen Smith, 4409 Leadville Place  
Steve Loras, 4114 Rush Circle  
Joan Loras, 4114 Rush Circle  
Sharon Magro, 4110 Rush Circle  
Jeri Marold, 3918 Winter Park Lane  
Pat Matula, 3884 Lakeview Court  
Joan Dominique, 14818 Le Grande Drive  
Kent Dominique, 14818 Le Grande Drive



AI-1489

Item # 11.

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Parks & Recreation

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**AGENDA CAPTION:**

Discuss And Consider Action Needed To **Adopt The Addison Athletic Club Master Plan.**

**BACKGROUND:**

The Addison Athletic Club Master Plan was presented to Council at the June 9, 2015 Council Work Session. The purpose of this item is to request adoption of the Master Plan in order to move to the next phase of the Master Plan which is to research options for funding. Once identified, those options will be brought back to Council for consideration.

The Master Plan Committee's (MPC) goal was to develop recommendations to the Council that focus on future updates of the Addison Athletic Club. These updates would create a comfortable environment where fitness, wellness and recreation activities/programs are a priority, and can be adapted to the existing building footprint. This involved consideration of ideas to update the interior building appearance and functionality by re-purposing spaces based on the community's input.

The first step in the Master Plan process was to engage the community via social media and community focus group meetings to obtain as much feedback as possible. The survey process involved distribution of questionnaires in December 2014 developed by the Barker Rinker Seacat (BRS) Architecture representatives and staff. 112 paper surveys and 38 online surveys were received, with 52 residents participating in the focus group meetings held on December 3 and 4, 2014.

The 11-member Master Plan Committee was selected following the survey and focus group process. A series of four MPC charrette workshops were held over a four month period of time with BRS Architecture representatives and staff team members. The MPC roster and the Addison Athletic Club Master Plan update from the June 2015 Council Work Session are attached.

**RECOMMENDATION:**

Staff requests direction from Council to bring forward a Resolution at a future meeting.

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**Attachments**

Final Master Plan

MPC Roster

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# AAC Master Plan Council Update

June 9, 2015



**ADDISON ATHLETIC CLUB**



# Master Plan Committee Goal

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**“Provide a Comprehensive Plan for the Addison Athletic Club, which focuses on creating a comfortable environment where fitness, wellness and recreation activities and programs are a priority”**



**ADDISON ATHLETIC CLUB**

# Master Plan Community Engagement Process

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- Social Media
- Online Survey
- 2-Day Focus Group Meetings
- Paper Surveys
- Committee Meetings

# Master Plan Committee Recommendations - Benefits

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## The Proposed Plan Provides:

- 5,400 square feet of new programmable space without expanding the existing building footprint
- 5 times the space for exercise and yoga classes
- 50 additional exercise machines to accommodate future growth
- Large flexible spaces to adapt to fitness trends and future programming needs
- Updated HVAC system to improve user experience
- Flexible locker rooms that support families, seniors and people with special needs
- Updated materials to improve the 'look and feel' while reducing maintenance needs
- A welcoming lobby to provide a 'living room' for the community

The plan also protects the Addison brand and supports increased property values

# Master Plan Committee Priorities

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HVAC System Updates  
Lobby/Core Building

High

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Gymnasium & Track

Moderate

Locker Rooms/Changing Suites

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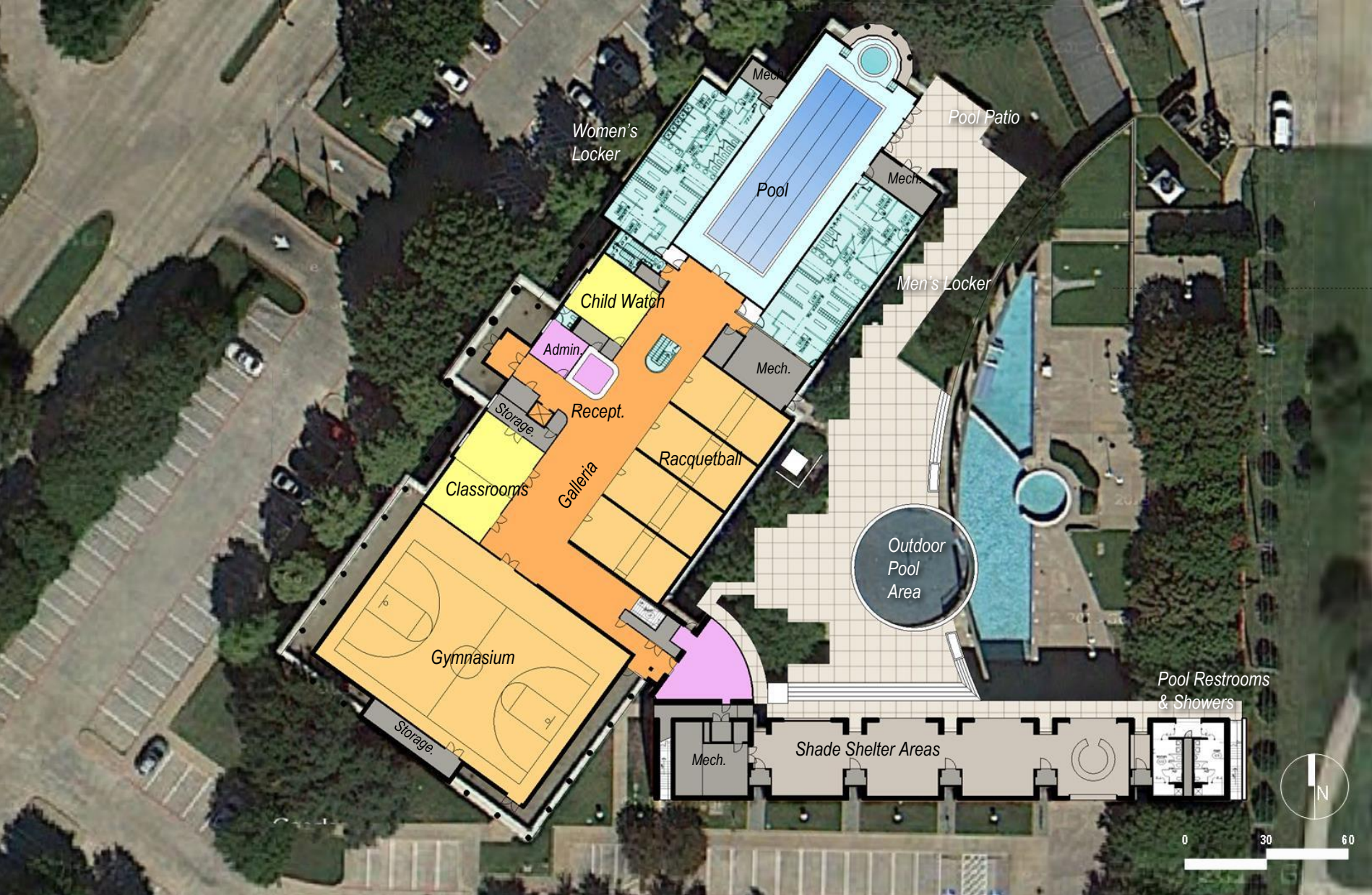
Multi-Use Room

Indoor Pool Upgrades

Low

Lifeguards & Storage

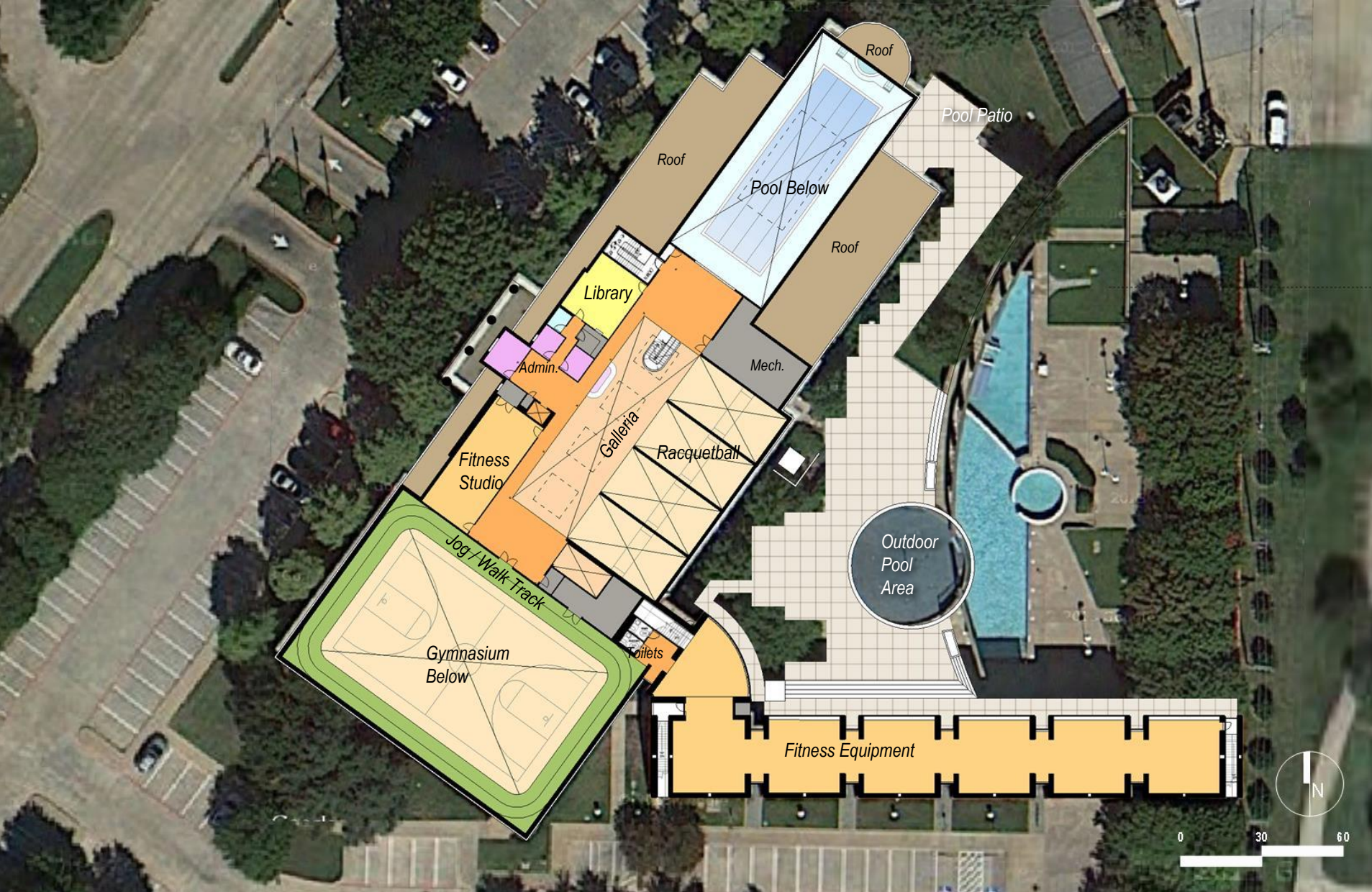
Pool Shade Structure



# EXISTING LOWER LEVEL PLAN







## EXISTING UPPER LEVEL PLAN







### **Lobby / Core Building – 1<sup>st</sup> Floor**

- New reception desk
- New lounge space and cafe
- New fitness space
- New game room
- Expanded child watch room
- New classroom space
- Updated classroom and kitchen area
- New administrative office suite
- New elevator
- Updated HVAC systems

**ENTRY LEVEL PLAN**



**ADDISON ATHLETIC CLUB**







### **Lobby / Core Building – 2<sup>nd</sup> Floor**

- Infill much of open to below spaces
- New fitness studio spaces
- New fitness equipment loft spaces
- New stretching and balance area
- New personal fitness room
- Updated library space
- New restrooms
- Additional storage
- New elevator
- Updated HVAC systems

UPPER LEVEL PLAN







### Gymnasium & Track

- Add storage room under porch
- Add windows & skylights
- New wall, ceiling paint
- Acoustic panels
- Replace rail at track
- New track surface
- Lighting, HVAC, & sound systems

ENTRY LEVEL PLAN







## Gymnasium & Track

- Add Storage Room under Porch
- Add windows & skylights
- New wall, ceiling paint
- Acoustic panels
- Replace rail at track
- New track surface
- Additional Storage Room
- Lighting, HVAC, & sound systems

UPPER LEVEL PLAN







- Locker Rooms/Suites**
- New Men's and Women's Locker Rooms
  - 5 Family Type Changing Rooms
  - Lounge Space in Changing Room Area
  - All ADA Accessible

ENTRY LEVEL PLAN







**Multi-Use Room**

- Re-purpose existing space
- Paint
- New floor finish
- Repair Windows
- Add Sound System

ENTRY LEVEL PLAN







- ### Indoor Pool Upgrades
- Expand deck area
  - ADA upgrades
  - Replace spa
  - Paint & color & acoustic panels
  - Banners / graphics

ENTRY LEVEL PLAN







**Lifeguards & Storage**

- Enclose open structure
- Minimal new finishes
- HVAC work

ENTRY LEVEL PLAN







### **POOL Shade Structures**

- Shade fabric
- Shade structure & foundation
- Patio and rails
- Picnic Tables / Seating Under Trees

**ENTRY LEVEL PLAN**







## RECOMMENDED OPTION

AERIAL FROM EAST



# Budget Summary -

\$5,757,900

## Priority Improvement Zones

HVAC Equipment Replacement

Lobby/Core Building

Gymnasium & Track

Locker Rooms/Changing Suites

Multi-Use Room

Indoor Pool Upgrades

Lifeguards & Storage Enclosure

Pool Shade Structure & Patio

Accessibility Improvements Allowance

Owner Contingency

Soft Costs (Fees, Testing, FFE, etc.)



**ADDISON ATHLETIC CLUB**

# Master Plan Committee Recommendations - Benefits

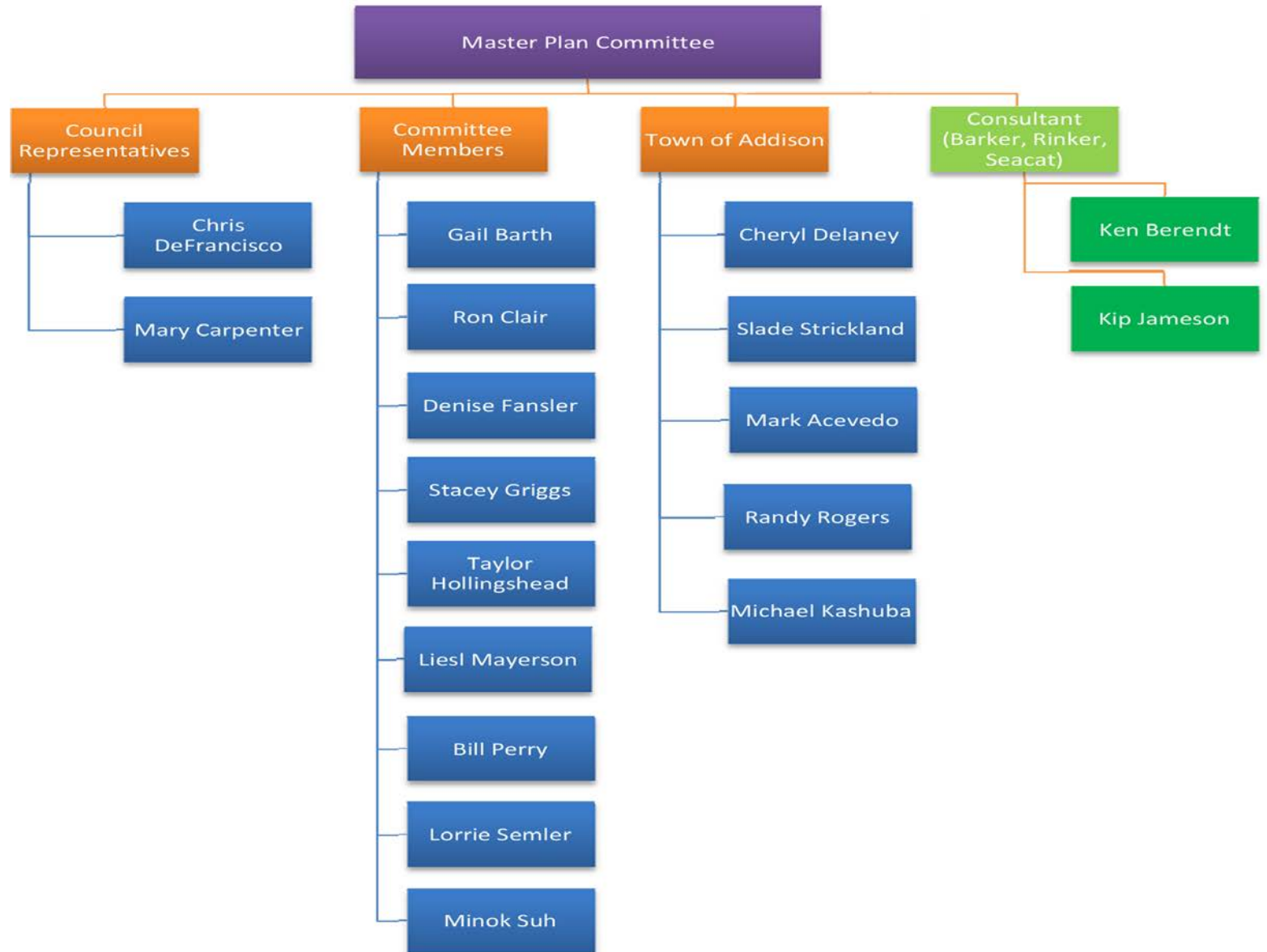
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The plan also protects the Addison brand and supports increased property values





**AI-1494**

**Item # 12.**

**Work Session and Regular Meeting**

**Meeting Date:** 01/26/2016

**Department:** Infrastructure- Development Services

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**AGENDA CAPTION:**

Discuss And Consider Action Needed To **Select The Next Special Area Study For The Town Of Addison.**

**BACKGROUND:**

At the Council Work Session on October 13, 2015, Council and staff discussed the Fiscal Year 2016 Program of Work for the Development Services Division of the Infrastructure and Development Services Department. In addition to the Master Transportation Plan Update, which is currently underway, funding is available for two special area studies. At the Work Session, the Council went through each of the potential areas identified by the 2013 Comprehensive Land Use Plan for additional study and selected the Midway Road Corridor and the Inwood Road Corridor to be conducted in Fiscal Year 2016.

Staff is bringing this item back to Council to provide direction on which of these two should be started first. For Fiscal Year 2016, the Development Services department budgeted for three special area studies to be conducted and completed. At this time, staff only has the ability to complete two in this fiscal year. The third will be the next in line for studies to conduct.

**RECOMMENDATION:**

Staff requests direction from Council on the Special Area Study.

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