

PLANNING & ZONING COMMISSION MEETING

Tuesday, October 04, 2022 at 5:30 PM

Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043



AGENDA

City Hall will be open to the public.

Citizens can view or listen live by tuning in to the following Zoom.com webinar:

Meeting ID: 880 1017 3052 • Passcode 049845 • or dial 1-346-248-7799

CALL TO ORDER

Pledge of Allegiance, Roll Call

CONSENT AGENDA

- [1.](#) Consider approval of minutes from August 18, 2022 P&Z Board Meeting
- [2.](#) Consider approval of minutes from September 6, 2022 P&Z Board Meeting
- [3.](#) Consider approval of minutes from September 19, 2022 P&Z Board Meeting

PUBLIC HEARING

- [4.](#) Public hearing regarding a request to *rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District.).*
- [5.](#) Public hearing regarding a request to *rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1 & 2, Blk 00017, Subd F0100, Abst A41, Farr, Block 17, Lot 1 & 2, from R-1 (Single-Family Residential District) to R-3 (Single, Two – Four & MH Family).*

INDIVIDUAL ITEMS FOR CONSIDERATION

- [6.](#) Discussion, consideration and possible action regarding a request to *rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District.).*
- [7.](#) Discussion, consideration and possible action regarding a request to *rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1 & 2, Blk 00017, Subd F0100, Abst A41, Farr, Block 17, Lot 1 & 2, from R-1 (Single-Family Residential District) to R-3 (Single, Two – Four & MH Family).*

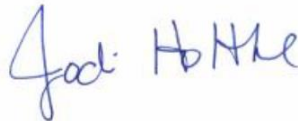
8. Discussion, consideration and possible action regarding the City of Glen Rose "Schedule of Uses" R-1 "Single Family", R-2 "Two - Four Family", R-3 "Single, Two-Four and MH Family, R-4 "Multi-Family Zoning Districts, PR "Parks & Recreation", Schedule of Uses notes and Definitions
9. Discussion, consideration and possible action regarding the City of Glen Rose Code Enforcement Form

ADJOURNMENT

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org and said notice was posted on the following date and time: **Friday, September 30, 2022, by 5:00 PM** and remained posted for at least two hours after said meeting was convened.

This building is wheelchair accessible. Any request for sign interpretation or other services should be made 48 hours in advance of the meeting. To make arrangements, call the City Secretary's office at (254) 897-2272 x 102.



Jodi Holthe
Building, Planning Code Enforcement Department

Certification of NOTICE OF MEETING was removed on: _____ at _____ am/pm

by _____ . _____



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, September 4, 2022		
AGENDA SUBJECT:	Consider approval of minutes from August 18, 2022 P&Z Board Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	9/28/22
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve or deny as presented.		

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
August 18, 2022

Item 1.

1. Call to Order

- a. The meeting was called to order to 5:30pm by Chairperson, Pam Streeter
- b. Pledge of Allegiance
- c. Roll Call – Chairman, Pam Streeter called roll. Board Members Larry Cremean, William Green, Greg Clanton, and Pam Streeter were in attendance. Joe Boles was absent. A quorum was present. Additionally, Staff members, Michael Leamons, Kyle Reeves and Jodie Holthe were present.

2. Consent Agenda

- a. Approval of the meeting minutes from Jun 16, 2022 Commission Meeting
 - b. Approval of the minutes from June 129, 2022 Commission Meeting
 - c. Approval of the minutes from July 21, 2022 Commission Meeting
- No changes were requested, a motion to approve the meeting minutes from made by Larry Cremean and seconded by Greg Clanton. The consent agenda was passed 4-0.

3. Public Hearing- Public Hearing was opened at 5:32pm

- a. Request to rezone 309 Sam Houston St 309 (144), Glen Rose TX 76043; also known as Acres .413, Lot 10, 11, PT9 Blk 0001, Subd R0100, Abstract A41, RAILROAD, Block 1 Lot 10,11 PT(from R-1 Single Family Residential to B1 Restricted Commerical District.
- b. Amending Chapter 10: Subdivision Regulation of the City's Code of Ordinances to add or revise Application Submittal, Processing and Procedures; to add procedures for requesting a variance and to add or revise definitions.

Having No Public Comments, the Public Hearing closed at 5:35pm

4. Individual Items for Consideration

- a. Discussion, consideration, and possible action Request to rezone 401 Sam Houston St, Glen Rose, TX76043; also known as Acres .321, Lot 7,8, & PT9 Blk 00001, Subd R0100, Abstract A41, RAILROAD, BLOCK 1 Lot 7,8 & PT9, from R-1 (single-Family Residential District) to B-1 (Restricted Commercial District).
 - i. Owners Sharon Whitworth and Judy Thompson gave permission for Scott Knapp, the proposed buyer to discuss the zoning change for them.
 - ii. The lots in question are Sam Houston adjacent to 144 (Austin St) across from the Dollar General. As they are directly adjacent to a B1, this would not be targeted zoning.
 - iii. Scott Knapp currently owns the Apartments located just down the street from these properties, and is proposing to build more apartments on the new lots.
 - iv. The application for the zoning change was made prior to the new schedule of uses being voted on, where it appears a clerical error was made, as B1 no longer allow for apartments or multifamily housing on the new schedule of uses; however they were allowed on the prior schedule of uses and also on the P&Z version of the new schedule of uses.
 - v. With no further discussion, motion was made by William Green and seconded by Larry Cremean.
 - vi. Motion was passed 4-0

- b. Discussion, consideration, and possible action Request to rezone 309 Sam Houston St, Glen Rose, TX 76043; also known as Acres .413, Lot 10,11, & PT9 Blk 00001, Subd R0100, Abstract A41, RAILROAD, BLOCK 1 Lot 7,8 & PT9, from R-1 (single-Family Residential District) to B-1 (Restricted Commercial District).
 - i. Owners Sharon Whitworth and Judy Thompson gave permission for Scott Knapp, the proposed buyer to discuss the zoning change for them.
 - ii. The lots in question are Sam Houston adjacent to 144 (Austin St) across from the Dollar General. As they are directly adjacent to a B1, this would not be targeted zoning.
 - iii. Scott Knapp currently owns the Apartments located just down the street from these properties and is proposing to build more apartments on the new lots.
 - iv. The application for the zoning change was made prior to the new schedule of uses being voted on, where it appears a clerical error was made, as B1 no longer allow for apartments or multifamily housing on the new schedule of uses; however they were allowed on the prior schedule of uses and also on the P&Z version of the new schedule of uses.
 - v. With no further discussion, motion was made by William Green and seconded by Larry Cremean.
 - vi. Motion was passed 4-0
- c. Discussion, consideration, and possible action regarding the proposed City of Glen Rose Grease Trap ordinance.
 - i. This ordinance is simply to empower the city to handle issues that arise with Food Establishments and grease traps.
 - ii. The ordinance follows the Texas Department of Health & Safety's ordinance on food establishments and grease traps, that because Glen Rose does not have a locally assigned health inspector, there is no recourse for the city at this time to act on issues caused by grease trap maintenance issues.
 - iii. Discussion was held to ensure this was not adding any new regulations to the food establishments in town. It is simply giving the City the power to make sure grease traps are being used according to state laws and ensure that the removal of grease from the traps is being conducted by a licensed hazardous waste company.
 - iv. It does empower the city to fine operators responsible for creating blockages in the city sewer systems and empowers the Public Works Director to enforce the ordinance along with any other city staff.
 - v. Motion was made by William Green to adopt and recommend this ordinance to City Council and was seconded by Greg Clanton.
 - vi. Motion passed 4-0
- d. Discussion, consideration and possible action regarding the proposed City of Glen Rose Pest Control Ordinance for Food establishments.
 - i. This ordinance is simply to empower the city to handle issues that arise with Food Establishments and pest control issues within the establishment.
 - ii. The ordinance follows the Texas Department of Health & Safety's ordinance on food establishments and pest control, that because Glen Rose does not have a locally assigned health inspector, there is no recourse for the city at this time to act on issues caused by a lack of pest control issues.
 - iii. Discussion was held to ensure this was not adding any new regulations to the food establishments in town. It is simply giving the City the power to make sure

professionally licensed pest control companies are being used according to state law and ensure all documentation of the chemicals used are kept in accordance to state law.

- iv. Motion was made by Greg Clanton to adopt and recommend this ordinance to City Council and was seconded by William Green.
- v. Motion passed 4-0
- e. Discussion, consideration, and possible action regarding a request amending Chapter 10: Subdivision Regulation of the City's Code of Ordinances to add or revise Application, Submittal, Processing and Procedures, to add procedures for requesting variances and to add or revise definitions.
 - i. City Administrator Leamons and Building Official Kyle Reeves presented the changes being made to bring the Glen Rose Subdivision Regulation procedures up to date with current code.
 - ii. A discussion was held about how this is similar to the current produces in Stephenville and the City of Stephenville staff feels this method has streamlined the process and saved money for the city based on removing unnecessary mailings of notices (twice) and two public hearings.
 - iii. This also removed the need for developers to give up time and money to be at two different city meetings.
 - iv. In addition, the discussion was held how this actually provides a process of appeal, if necessary, as the P&Z would be the final approved and if the developer was not happy they could appeal to City Council with fresh perspectives.
 - v. Larry Cremean made the motion to recommend these changes to city council, it was seconded by Greg Clanton.
 - vi. Motion passed 4-0
- f. Discussion, consideration, and possible action regarding the City of Glen Rose Tree Ordinance/Landscape and Tree Manual.
 - i. Chairperson, Pam Streeter presented the draft of a tree preservation ordinance stating that it still needed to be reviewed by the Texas Forest Service specialist in City Ordinances for Tree preservation.
 - ii. Citizen Karen Richardson stated the ordinance was a good start and recommended some changes to ensure that preservation was more easily achieved.
 - iii. Discussion was held on whether the balance of development either New or Existing was struck with the ideas of trees being placed at a level of importance and that while all efforts to preserve "heritage trees" should be made, options to remove those trees are allowed based on circumstances.
 - iv. It was agreed for Ms Streeter to continue to work on the tree ordinance in its entirety and allow the commission to review it after the feedback from Ms Richardson and TX Forest Service has reviewed in for the September meeting

5. Workshop

- i. Discussion regarding the Mobile Food Court Ordinances and Mobile Food Vendor Ordinances.
 - 1. Drafts of the ordinance were presented and discussed allowing for some changes.
 - 2. Discussions were held on how the flexible the city should be with mobile food vendors with a decision that we needed to make the ordinances fair to our locally owned businesses but didn't want to let trucks park overnight or long-

term unless the property they were on was either it's commissary location behind fences or was in a Mobile Food Court.

3. Discussion was held on what a mobile food court should really look like and the requirements to be a mobile food court.
 - ii. Discussion regarding the City of Glen Rose "Schedule of Uses" R-1, R2, R3, R3M and R4 was tabled until the next meeting in September.
6. With no further business before the commission the meeting was adjourned at 7:30pm

Chairperson

Jodi Holthe,
Building & Planning Department



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, September 4, 2022		
AGENDA SUBJECT:	Consider approval of minutes from September 6, 2022 P&Z Board Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	9/28/22
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve or deny as presented.		

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
September 6, 2022

Item 2.

1. Call to Order
 - a. The meeting was called to order to 5:30pm by Chairperson, Pam Streeter
 - b. Pledge of Allegiance
 - c. Roll Call – Chairman, Pam Streeter called roll. Board Members Larry Cremean, Joe Boles, William Green, Greg Clanton and Pam Streeter were in attendance. Additionally, Staff members, Michael Leamons, and Jodi Holthe were present.
2. Individual Items for Consideration
 - a. Discussion, consideration, and possible action regarding changing the date of the regular P&Z meetings to the 1st Tuesday of every month.
 - i. Motion to approve the change of dates was made by Greg Clanton, Second by Larry Cremean and the vote was approved 5-0.
 - b. Discussion, consideration, and possible action regarding the Schedule of Uses for R-1, R-2, R-2M, R-3, R-4 & MH, PR including the Schedule of Uses Notes & Definitions.
 - i. The schedule of uses was discussed and motion was made to approve the updates by Larry Cremean and 2nd by Greg Clanton. The vote was approved 5-0
 - ii. The Notes & Definitions were Tabled to the Oct 4 meeting.
3. Workshop
 - i. Discussion regarding the Code Enforcement Cheat Sheet
 1. Pam Streeter presented the commission with a sample code enforcement sheet that could be used by all city employees, council & commission members to report in a consist format concerns that can be forwarded to Code Enforcement.
 2. Joe Boles requested that the form be worked on some more and volunteered to revise form and bring to Oct 4 meeting.
4. With no further business before the commission the meeting was adjourned at 6:30pm

Chairperson

Jodi Holthe,
Building & Planning Department



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, September 4, 2022		
AGENDA SUBJECT:	Consider approval of minutes from September 19, 2022 P&Z Board Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	9/28/22
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve or deny as presented.		

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
September 19, 2022

Item 3.

1. Call to Order
 - a. The meeting was called to order to 5:28pm by Chairperson, Pam Streeter
 - b. Pledge of Allegiance
 - c. Roll Call – Chairman, Pam Streeter called roll. Board Members Larry Cremean, Joe Boles, William Green, and Pam Streeter were in attendance. Greg Clanton was absent. A quorum was present. Additionally, Staff members, Michael Leamons, and Jodi Holthe were present.
2. Public Hearing- Public Hearing was opened at 5:30pm
 - a. Request to amend the Holden Street Cottages Planned Development Zoning, which includes the lots at 995,997,999,1001,1003 and 1005 Holden Street to allow for Short Term Rentals.
Ceylon Hood at 999 Holden who has lived there for 10 years expressed concerns about Parking, Privacy and Safety
Sue Fox 1001 expressed concerns on Parking, “Strangers looking over fences” and safety issues
3. Individual Items for Consideration
 - a. Discussion, consideration, and possible action Request to amend the Holden Street Cottages Planned Development Zoning, which includes the lots at 995,997,999,1001,1003 and 1005 Holden Street to allow for Short Term Rentals.
 - i. 20 Letters sent, 9 returned in opposition including the GRISD.
 - ii. Owner Michael Stevens, purchased property in April 2022 for purpose of a Short-Term Rental. Decorated as Dinosaur Jurassic Place. Mr Stevens drives by property several times daily in his role of law enforcement officer. They screen all individuals and only accept families.
 - iii. Owner Heidi Stevens, short term rental is allowed by State of Texas in residential areas, they have cameras to monitor the property. They were not aware of Planned Development rules at the time of purchase. They were not aware of SUP requirements at time of purchase.
 - iv. Calculation of opposed sits at 45%. A recommendation to refer the decision to City Council was made by Larry Cremean and seconded by Joe Boles. Motion to defer was passed 4-0.
 - v. (NOTE: the city attorney advised P&Z must make a recommendation, but the request has been removed by the applicants at this time – no further action is needed until they apply for a new application).
 - b. Discussion, consideration, and possible action to City Council regarding the Final Plat for Squaw Valley Estates
 - i. Discussion was held that the final plans submitted to engineer and public director holden had not been commented upon.
 - ii. All variances in plat had received approvals by city council.
 - iii. Motion was made by Joe Boles to accept and approve plat with the condition that any comments pending from City Engineer and City Public Works Director and received and reviewed and they have no concerns. Second was made by Larry Cremean. Vote was 4-0 to pass
4. Workshop
 - i. Review and Discuss Trash Rates

1. Council person Conrad & Freas explained their rational for the proposed tr rates for the city effective Jan 2023. While the P&Z has no authority to make recommendations on the subject, city council persons felt the committee was made up of business owners and residents and would be a good cross section to hear the ideas and provide feedback.
5. With no further business before the commission the meeting was adjourned at 6:30pm

Chairperson

Jodi Holthe,
Building & Planning Department



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, October 4, 2022		
AGENDA SUBJECT:	Public hearing regarding a request to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District.).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/30/22
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



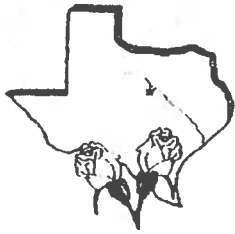
CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, October 4, 2022		
AGENDA SUBJECT:	Public hearing regarding a request to rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1 & 2, Blk 00017, Subd F0100, Abst A41, Farr, Block 17, Lot 1 & 2, from R-1 (Single-Family Residential District) to R-3 (Single, Two – Four & MH Family).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/30/22
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, October 4, 2022		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District.).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/30/22
EXHIBITS:	1. Request for New Zoning Use Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map 5. Current Zoning Map 6. Future Land Use Map 7. R-1 Single-Family Residential District 8. PR Parks and Recreation District		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 08/24/2022 – Request for New Zoning Use Application received 09/16/2022 - Notice of Public Hearing was posted in the local newspaper 09/12/2022 - 16 Property owner letters were sent representing 18 properties. 12 Letters have been confirmed as received 02 Letters unconfirmed as received 02 Letters were returned 01 Favorable response has been returned 00 Opposition responses have been returned			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			



Code Enforcement Office
City of Glen Rose, Texas 76043 Tel: (254) 897-9373 Fax: (254) 897-7989

Staff use only
Date Received: 8/24/22

Item 6.

New Zoning Use Application

Address of property: 404 Paluxy Street, Glen Rose Tx, 76043

Applicant's Name: Rex Miller Date: 8/22/22

Property Owner Information

Full Name: Rex Miller

Address: 404 Paluxy St Glen Rose Tx 76043

Telephone No: _____

Applicant/Owner's Representative (if not the owner)

Full Name: _____

Address: _____

Telephone No: _____ Email: _____

Present zoning at site: Residential Requested new zoning use: P & R

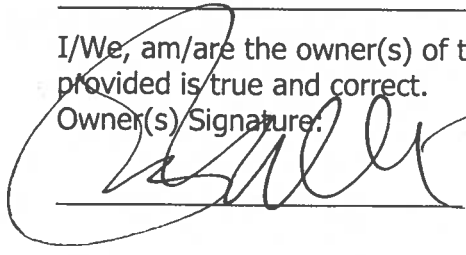
Form of Ownership of the property: ☒ Individual [] Partnership [] Corporation

Intended use of property (must be specific):

- WORKSHOPS & COMMUNITY GATHERINGS IN THE BARN/DENIMINUM.
- THE BARN IS 26x36
- WE WILL CATER MEALS AND NEED A STOVE & OVEN FOR THE CATERERS

I/We, am/are the owner(s) of the property. I/We hereby certify that all the information provided is true and correct.

Owner(s) Signature:

 Rex Miller Date: 8/22/22



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

NOTIFICATION

September 12, 2022

NOTICE OF PUBLIC HEARING ON PROPERTY LOCATED AT 404 Paluxy St, Glen Rose, TX 76043

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on October 4, 2022 before the Planning and Zoning Commission and on October 11, 2022 before the City Council on a request by owner / Owner's Representative, Rex Miller, to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District.).

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property located referenced above. That is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for rezoning which is under consideration, and a map showing all the properties within 200' of the property referenced above. If you would like to register your opinion in favor or in opposition to granting the rezoning request, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of property referenced above provide written notice of their objection to the issuance of the rezoning request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings. If you are unable to attend, but would like to listen to the hearings, generally, those proceedings are broadcast via Zoom. Instructions for accessing those broadcasts are available in the "Latest Events" section at the bottom of the City's website at www.glenrosetexas.org.

Should you have any questions, please contact us at jodi.holthe@glenrosetexas.org or at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING

Item 6.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

P.O. Box 1949, Glen Rose, TX 76043

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Rex Millers request to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District.).

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____ DATE: _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

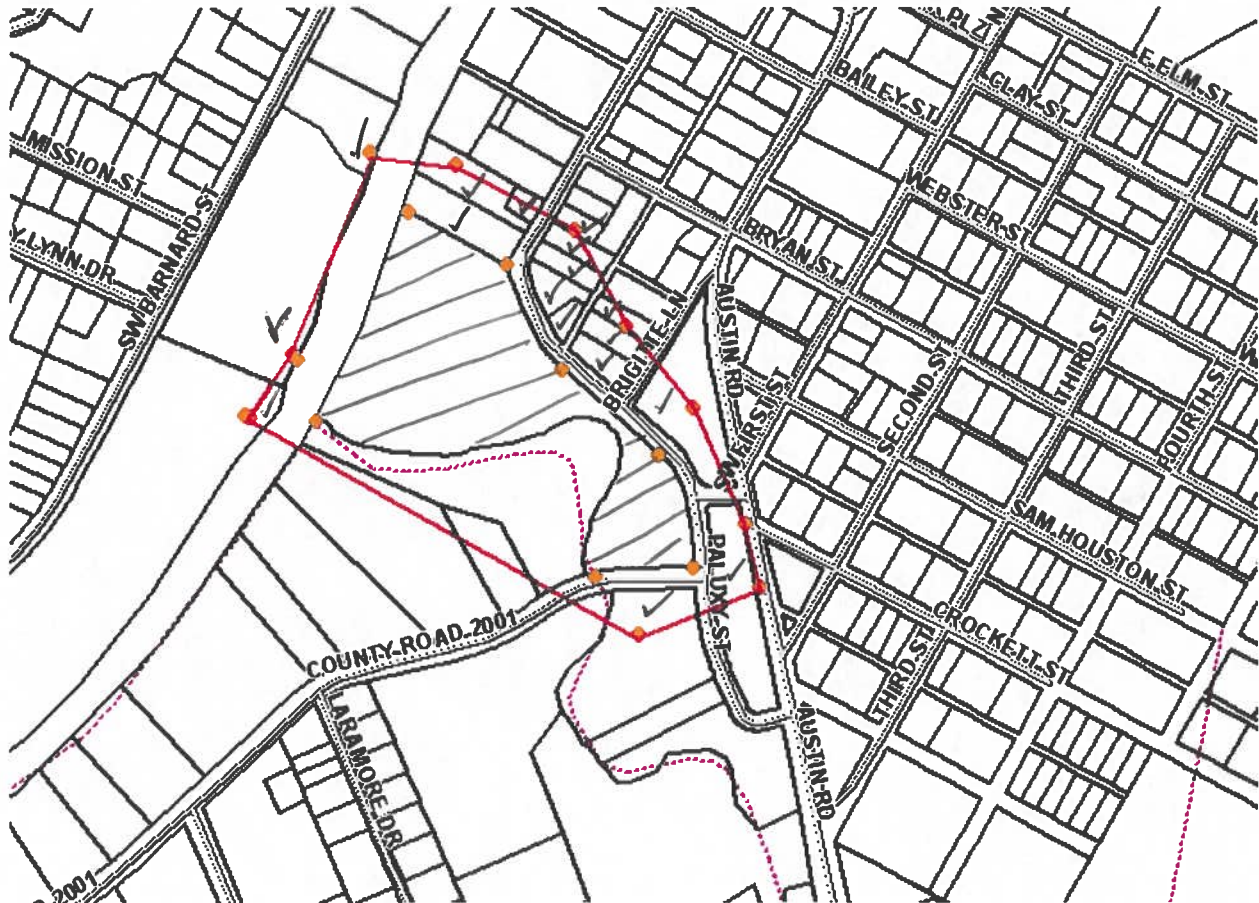
Reasons/Comments:

Jodi Holthe,
Planning and Zoning (P&Z)

404 Paluxy St

R1 to P&R

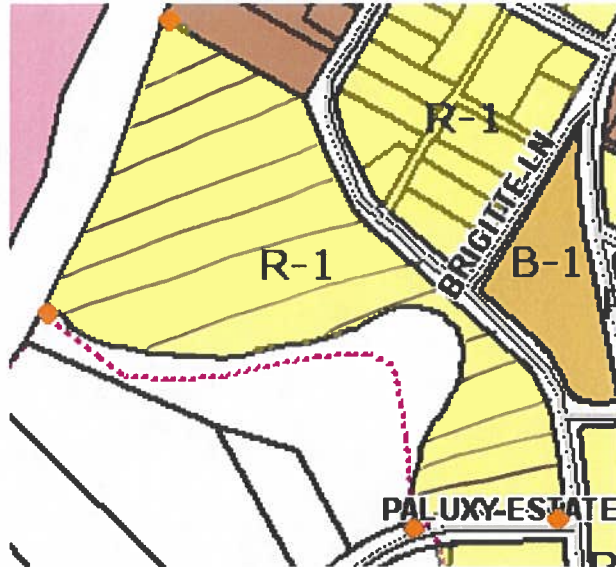
200 ft Radius



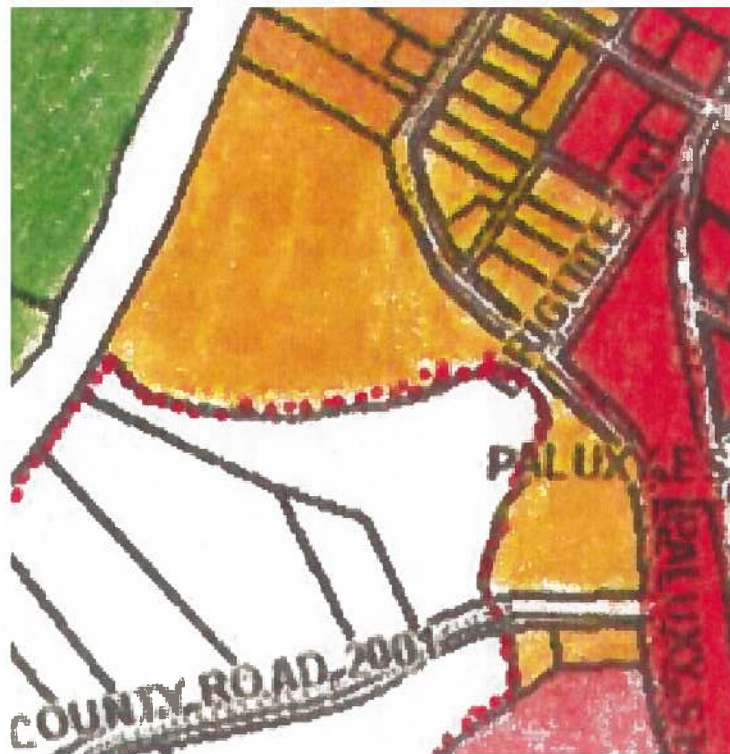
404 Paluxy St

Zoning Request

Current Zoning

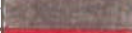
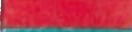
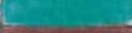


Future Zoning



Future Zoning Legend

LEGEND

Zone	Map Section/Area	Color	Color Name
R-1	Single Family		Golden Yellow
R-2M	Single Family/Duplex/Cabin		Pink
R-3	Single/Two-Four/MH		Tan
R-4	Multi-Family		Gray
B-1	Restricted Commercial		Orange
B-2	General Commercial		Aqua Green
I	Industrial		Brown
OSP	Open Space Parks		Yellow Green
PD	Planned Development		Mahogany Overlay
PF	Public Facilities		Violet Purple Overlay
H	Historic District		Black Overlay

City of Glen Rose • P.O. Box 1949 • Glen Rose, TX 76043
Building Inspections / Permits 254-897-2272 ext. 109

R-1 Single-Family Residential District

1. Purpose. The R-1 Single-Family Residential District is established to allow for single-family dwellings.
2. Permitted uses. The uses permitted in the R-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
3. Specific use permit. In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for those uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
4. Area, yard, height, lot coverage and building size. The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
5. Parking requirements. Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. Parking for at least 2 motor vehicles shall be provided by an enclosed garage or carport for any single-family dwelling constructed after the date of adoption of this article.
6. Sales displays prohibited.
 1. Garage sales shall be permitted in accordance with this Code of Ordinances.
 2. It shall be unlawful for any person to display or allow to be displayed for sale or lease at one time on any lot any motor vehicle; boat or vessel subject to registration under Texas Parks & Wildlife Code chapter 31; or camper shell designed for use on a motor vehicle unless such vehicle is owned by the actual occupant of the premises. However, no person or persons shall be permitted to display more than 2, or combination thereof, of the following: motor vehicles; boats or other similar vessels subject to registration under Texas Parks and Wildlife Code chapter 31; or camper shells per lot at any time.

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.



City of Glen Rose • P.O. Box 1949 • Glen Rose, TX 76043
Building Inspections / Permits 254-897-2272 ext. 109

PR Parks and Recreation District

1. Purpose. The P&R Parks and Recreation District is established to accommodate recreational uses, both governmental and commercial. Land included in a floodplain is a good candidate for this type of zoning.
2. Permitted uses. The uses permitted in the P&R district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
3. Specific use permit. In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for the uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
4. Area, yard, height, lot coverage and building size. The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
5. Parking requirements. Parking requirements shall be determined by the uses involved.

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

404 Paluxy St
Zoning Request
200 Ft Radius Mailings

1. Rex Miller
404 Paluxy St
Glen Rose, TX 76043
2. Dorothy Jo Osborn
Box 925
Glen Rose, TX 76043
3. Craig and Kimberly Obenoskey
300 Old Robinson Rd
Robinson, TX 76706
4. Somervell History Foundation A Texas No
PO Box 2537
Glen Rose, TX 76043
5. Amelia and Tony Baugus
2100 Avalon Ln
Arlington, TX 76014
(R4449 and R4450)
6. Dan McCarty
PO Box 3069
Glen Rose, TX 76043
7. Yukon Brooke Properties, LLC
1581 CR 2018
Glen Rose, TX 76043
8. Janan & Jacob B. Stephenson
307 Paluxy St
Glen Rose, TX 76043
9. Sheri Lynn Cutright
309 Paluxy St
Glen Rose, TX 76043

10. Meghan Leann Murphy
405 Paluxy St
Glen Rose, TX 76043
11. James Randy and Melodie Isham
PO Box 84
Rainbow, TX 76077
12. DG Glen Rose LLC
10300 W Charleston Blvd
Las Vegas, NV 89135
13. Racia R Ratliff
108 Brigitte Lane
Glen Rose, TX 76043
(R1112 and R2442)
14. Rosaicela Escalera
PO Box 484
Glen Rose, TX 76043
15. Adan and Adolfo Dereza
PO Box 2221
Glen Rose, TX 76043
16. Michael and Beth Nance
1529 Valley Creek Road
Denton, TX 76205



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, October 4, 2022		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request to rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1 & 2, Blk 00017, Subd F0100, Abst A41, Farr, Block 17, Lot 1 & 2, from R-1 (Single-Family Residential District) to R-3 (Single, Two – Four & MH Family).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/30/22
EXHIBITS:	1. Request for New Zoning Use Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map 5. Current Zoning Map 6. Future Land Use Map 7. R-1 Single-Family Residential District 8. R-3 Single, Two to Four and Manufactured Home Residential District		
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 08/30/2022 – Request for New Zoning Use Application received 09/16/2022 - Notice of Public Hearing was posted in the local newspaper 09/13/2022 - 18 Property owner letters were sent representing 25 properties. 15 Letters have been confirmed as received 02 Letters unconfirmed as received 01 Letters were returned 01 Favorable response has been returned 04 Opposition responses have been returned			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			



Building, Planning & Code Enforcement
City of Glen Rose, Texas 76043 Tel: (254) 897-9373 Fax: (254) 897-7989

Staff use only	Item 7.
Date Received: _____	

New Zoning Use Application

Address of property: 800 Clay ST

Applicant's Name: Clifford Simmons Date: 07-26-22

Property Owner Information

Full Name: Clifford H Simmons / Patricia S Simmons

Address: [Redacted]

Telephone No. _____ Email: _____

Applicant/Owner's Representative (if not the owner)

Full Name: Clifford H Simmons / Patricia Simmons

Address: [Redacted]

Telephone No. _____ Email: _____

Present zoning at site: R1 Requested new zoning use: R3

Form of Ownership of the property: ☒ Individual [] Partnership [] Corporation

Intended use of property (must be specific):

Duplex

I/We, am/are the owner(s) of the property. I/We hereby certify that all the information provided is true and correct.

Owner(s) Signature: Cliff Simmons [Signature] Date: 07-26-22

Fee's →



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

NOTIFICATION

September 13, 2022

**NOTICE OF PUBLIC HEARING
ON
PROPERTY LOCATED AT 800 Clay St, Glen Rose, TX 76043**

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on October 4, 2022 before the Planning and Zoning Commission and on October 11, 2022 before the City Council on a request by owner / Owner's Representative, Clifford Simmons, to rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1 & 2, Blk 00017, Subd F0100, Abst A41, Farr, Block 17, Lot 1 & 2, from R-1 (Single-Family Residential District) to R-3 (Single, Two – Four & MH Family).

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property located referenced above. That is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for rezoning which is under consideration, and a map showing all the properties within 200' of the property referenced above. If you would like to register your opinion in favor or in opposition to granting the rezoning request, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of property referenced above provide written notice of their objection to the issuance of the rezoning request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings. If you are unable to attend, but would like to listen to the hearings, generally, those proceedings are broadcast via Zoom. Instructions for accessing those broadcasts are available in the "Latest Events" section at the bottom of the City's website at www.glenrosetexas.org.

Should you have any questions, please contact us at jodi.holthe@glenrosetexas.org or at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING

Item 7.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

P.O. Box 1949, Glen Rose, TX 76043

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Clifford Simmons request to rezone the property located at 800 Clay St, Glen Rose, TX 76043; also known as Acres 0.307, Lot 1 & 2, Blk 00017, Subd F0100, Abst A41, Farr, Block 17, Lot 1 & 2, from R-1 (Single-Family Residential District) to R-3 (Single, Two – Four & MH Family).

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____ **DATE:** _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

**Jodi Holthe,
Planning and Zoning (P&Z)**

800 Clay St

R1 to R3

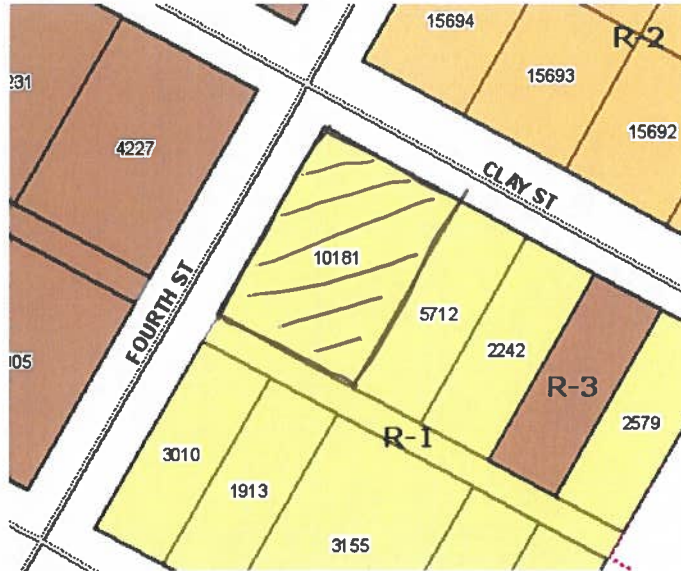
200 ft Radius



800 Clay St

Zoning Request

Current Zoning

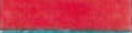
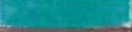


Future Zoning



Future Zoning Legend

LEGEND

Zone	Map Section/Area	Color	Color Name
R-1	Single Family		Golden Yellow
R-2M	Single Family/Duplex/Cabin		Pink
R-3	Single/Two-Four/MH		Tan
R-4	Multi-Family		Gray
B-1	Restricted Commercial		Orange
B-2	General Commercial		Aqua Green
I	Industrial		Brown
OSP	Open Space Parks		Yellow Green
PD	Planned Development		Mahogany Overlay
PF	Public Facilities		Violet Purple Overlay
H	Historic District		Black Overlay

City of Glen Rose • P.O. Box 1949 • Glen Rose, TX 76043
Building Inspections / Permits 254-897-2272 ext. 109

R-1 Single-Family Residential District

1. **Purpose.** The R-1 Single-Family Residential District is established to allow for single-family dwellings.
2. **Permitted uses.** The uses permitted in the R-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
3. **Specific use permit.** In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for those uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
4. **Area, yard, height, lot coverage and building size.** The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
5. **Parking requirements.** Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. Parking for at least 2 motor vehicles shall be provided by an enclosed garage or carport for any single-family dwelling constructed after the date of adoption of this article.
6. **Sales displays prohibited.**
 1. Garage sales shall be permitted in accordance with this Code of Ordinances.
 2. It shall be unlawful for any person to display or allow to be displayed for sale or lease at one time on any lot any motor vehicle; boat or vessel subject to registration under Texas Parks & Wildlife Code chapter 31; or camper shell designed for use on a motor vehicle unless such vehicle is owned by the actual occupant of the premises. However, no person or persons shall be permitted to display more than 2, or combination thereof, of the following: motor vehicles; boats or other similar vessels subject to registration under Texas Parks and Wildlife Code chapter 31; or camper shells per lot at any time.

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.



City of Glen Rose • P.O. Box 1949 • Glen Rose, TX 76043
Building Inspections / Permits 254-897-2272 ext. 109

R-1 Area Regulations

Schedule of District Regulations

Area Regulations	R-1	R-2	R-2m	R-3	R-4	MH	B-1	B-2	B-3	I	P&R
Minimum lot area (sq. ft.)	6,600	(A)	(A)	(B)	(B)	(C)	3,000	N/A	N/A	N/A	N/A
Minimum lot width (ft.)	60	60	60	60	50	40* 60**	25	25	N/A	N/A	25
Minimum lot depth (ft.)	110	110	110	110	120	75* 100**	120	N/A	N/A	N/A	N/A
Minimum front yard setback (ft.)	25	25	25	25	25	25* 25**	(D)	(D)	N/A	20	(D)
Minimum front yard setback - Major street (ft.)	35	35	35	35	35	25* 25**	(D)	(D)	N/A	N/A	(D)
Minimum side yard setback (ft.)	7	7	7	7	7	6* 6**	(E)	(E)	N/A	(E)	(E)
Minimum side yard setback - Corner lot	25	25	25	25	25	25* 25**	20	20	N/A	20	20
Minimum rear yard setback (ft.)	25	25	25	25	25	20* 25**	(F)	(F)	N/A	(F)	(F)
Maximum height (stories)	2.5	2.5	2.5	2.5	3	15	3	8	8	8	2.5
Height of structure (ft.)	35	35	35	35	45	25	45	100	100	100	35
Maximum lot coverage	40%	40%	40%	40%	40%	50%	N/A	N/A	N/A	50%	N/A
Minimum Living Area- Excluding Garage	1,000	800	550	550	550	N/A* 450**	550	N/A	N/A	N/A	N/A

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

R-3 Single-, Two- to Four-, and Manufactured Home Residential District Zoning

1. Purpose. The **R-3** Residential District is established to meet the needs for low- and medium-density residential development that provides for affordable to traditional dwellings and manufactured homes.
2. Permitted uses. The uses permitted in the **R-3** district are in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
3. Special use permit. In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for the uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
4. Area, yard, height, lot coverage and building size. The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
5. Parking requirements. Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. No enclosed or covered parking is specifically required; however, carports and garages are encouraged.
6. Sales displays prohibited.
 1. Garage sales shall be permitted in accordance with this Code of Ordinances.
 2. It shall be unlawful for any person to display or allow to be displayed for sale or lease at one time on any lot any motor vehicle; boat or vessel subject to registration under Texas Parks & Wildlife Code chapter 31; or camper shell designed for use on a motor vehicle, unless the vehicle is owned by the actual occupant of the premises. However, no person or family shall be permitted to display more than one of the following at any time: motor vehicles, boats or vessels subject to registration under Texas Parks and Wildlife Code chapter 31, or camper shells.
7. Minimum setback requirements for carports and accessory buildings. Detached accessory buildings shall be located within the rear portion of the lot and shall not exceed one story in height, nor shall any structure be located closer than 3 feet to the main building nor 4 feet to a side lot line, nor closer than 5 feet to any rear lot line nor closer than 10 feet to any side street. Small structures of 200 square feet or less may be placed anywhere in the rear half of the lot.

(Ordinance 240 adopted 3/15/94; Ordinance adopted 9/9/97; 2007 Code, sec. 155.18; Ordinance 17.02.13A adopted 2/13/17)

Schedule of District Regulations

Area Regulations	R-1	R-2	R-2m	R-3	R-4	MH	B-1	B-2	B-3	I	P&R
Minimum lot area (sq. ft.)	6,600	(A)	(A)	(B)	(B)	(C)	3,000	N/A	N/A	N/A	N/A
Minimum lot width (ft.)	60	60	60	60	50	40* 60**	25	25	N/A	N/A	25
Minimum lot depth (ft.)	110	110	110	110	120	75* 100**	120	N/A	N/A	N/A	N/A
Minimum front yard setback (ft.)	25	25	25	25	25	25* 25**	(D)	(D)	N/A	20	(D)
Minimum front yard setback - Major street (ft.)	35	35	35	35	35	25* 25**	(D)	(D)	N/A	N/A	(D)
Minimum side yard setback (ft.)	7	7	7	7	7	6* 6**	(E)	(E)	N/A	(E)	(E)
Minimum side yard setback - Corner lot	25	25	25	25	25	25* 25**	20	20	N/A	20	20
Minimum rear yard setback (ft.)	25	25	25	25	25	20* 25**	(F)	(F)	N/A	(F)	(F)
Maximum height (stories)	2.5	2.5	2.5	2.5	3	1.5	3	8	8	8	2.5
Height of structure (ft.)	35	35	35	35	45	25	45	100	100	100	35
Maximum lot coverage	40%	40%	40%	40%	40%	50%	N/A	N/A	N/A	50%	N/A
Minimum Living Area- Excluding Garage	1,000	800	550	550	550	N/A* 450**	550	N/A	N/A	N/A	N/A

800 Clay St
Zoning Request
200 Ft Radius Mailings

1. Clifford and Patricia Simmons
PO Box 124
Glen Rose, TX 76043
2. Raul L & W/Angelica Robles
Box 1323
Glen Rose, TX 76043-1323
3. Camarillo Juan Aguilera
705 Clay St
Glen Rose, TX 76043
4. Agustin Dereza and Teresa De Loera Hurtado
PO Box 568
Glen Rose, TX 76043
5. City of Glen Rose
PO Box 1949
Glen Rose, TX 76043-0804
(R15687, R15688, R15689 & R15690)
6. Philip & Wendy Howard
PO Box 1269
Glen Rose, TX 76043
(R15694, R15693, R15692 & R15691)
7. Cliserio Etux Leonarda Luviano
Box 1310
Glen Rose, TX 76043-1310
8. Life Estate Jerry D Livingston
PO Box 2092
Glen Rose, TX 76043

9. Fabian Salazar Espino
PO Box 1904
Glen Rose, TX 76043
10. Adolfo and Rosara Ibarra
PO Box 2894
Glen Rose, TX 76043
11. Cesar Yair Martinez Espejel
804 Clay St
Glen Rose, TX 76043
12. Fernando Hernandez
804 Clay
Glen Rose, TX 76043
13. Virgil Duayne Willey
PO Box 1707
Glen Rose, TX 76043
14. Mary Montoya
PO Box 336
Glen Rose, TX 76043
15. Paula Dempsey
PO Box 62
Glen Rose, TX 76043
16. Est Sam Freas
PO Box 1362
Glen Rose, TX 76043-1362
17. Dante Etux Nellie Acevedo
PO Box 2922
Glen Rose, TX 76043
18. Duane Rayford
c/o Mary Sue Lerma
803 Webster
Glen Rose, TX 76043
(R48938 & R3463)



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, October 4, 2022		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding the City of Glen Rose Code Enforcement Form		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	9/30/22
EXHIBITS:			
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

CODE OF ORDINATION POTENTIAL VIOLATION FORM

SUBMITTED BY: _____

DATE NOTICED: _____

PHOTOGRAPH SUBMITTED YES NO

ADDRESS OF VIOLATION _____

CROSS STREETS OF VIOLATION _____

Property Maintenance Violations

	All exterior property and premises shall be maintained in a clean, safe, and sanitary condition. Except as otherwise provided for in the Zoning code, it is unlawful to utilize a premises for the open storage of any inoperable, unlicensed, or unregistered motor vehicle, appliance, building material, rubbish, tires, furniture, automotive parts, junk, yard waste, or debris.
	Weeds in the front yard, along the driveway, curb and sidewalk joints and overgrown lawn.
	Unlandscaped front yard areas including overgrown lawn, dead lawn and/or bare dirt areas
	Unpainted, unstained, partially chipped or peeling exteriors of buildings, fences and structures causing or tending to cause dry rot, warping or termite creating unsafe structural integrity, infestation, or buildings, fences and structures left partially unfinished for unreasonable periods of time
	Storage of boxes, litter, garbage, broken or discarded furniture, household equipment, appliances, vehicle parts, shopping carts, or other refuse in front, rear or side yards, or unscreened on exterior balconies for unreasonable periods of time

Dilapidated Structures

	All buildings (residential and non-residential) must meet minimum standards for maintenance. All are required to be in good general condition (both interior and exterior) and maintained in a clean, safe and sanitary condition.
	Buildings or structures which are structurally unsafe or which constitute a fire hazard, or which are otherwise dangerous to human life, or which, in relation to existing use constitute a hazard to safety or health or public welfare by reasons of inadequate maintenance, dilapidation, obsolescence or abandonment

Premises Identifications

	All buildings must have approved address numbers posted either on the building or on the mailbox. Numbers on residential buildings must be a minimum of three inches in size. Multi-Family and commercial buildings must have numbers that are at least six inches in height. All numbers are to be posted on a contrasting background and be plainly 'visible and legible' from the street.
--	--

Signage

	Signs installed without permits including permanent business identification signs, temporary banner signs, real estate signs, etc.
--	--

Construction

	Non-permitted building construction
	Fences and walls built without permits
	Accessory Structures such as sheds, gazebos, trellis or lattice work etc., built without permits
	Garage conversions

Lots and Fields	Vacant lots must also be maintained to the same standards. Failure to maintain vacant lots or properties with vacant structures could result in Metro cutting the grass and placing a lien against the property for the cost of the mowing.
Unsanitary Conditions—Hoarding	Owners of any building or accessory structure shall maintain the property in a safe and sanitary condition, free from conditions that would be hazardous to the health and welfare of the occupants. This includes the proper disposal of trash and garbage.
Illegal Dumping	Illegal dumping is the disposal of waste, trash, junk, furniture, tires, construction materials or debris, etc., in unauthorized or undesignated areas which is prohibited. Illegal dumping is commonly found in uninhabited or otherwise deserted areas, vacant lots, along roadways, in alleys, and at construction sites.
Graffiti	Owners of any building or accessory structure shall remove any graffiti and restore the damaged exterior surface to an approved state of maintenance and repair.
Vehicle Violations	Parking of inoperable and/or abandoned vehicles
	Parking of boats, trailers, recreational vehicles on the driveway or front yard for over 72 hours
	Vehicles may not be abandoned or stored on public property. Abandoned vehicles on public property are defined by State and Local law as: vehicles which are “more than four years old” and remain unattended on the public right of way for ten days; OR vehicles in an “obvious state of disrepair” which remain unattended on the public right of way for at least three days.
Zoning Violations	Business Operating in Residential Zone District
Illegal Use of Property	All parcels have been assigned a zoning category and their use must be consistent with that assigned zoning code. Failure to use a property consistent with its zone category and/or without a required Use and Occupancy permit is prohibited.