



**CITY OF HUTCHINS  
CITY COUNCIL MEETING  
AGENDA**

**Monday, June 02, 2025 at 6:30 PM  
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Hutchins City Council to be held on Monday, June 2, 2025, at 6:30 PM at Hutchins City Hall Council Chambers, 321 N. Main Street, Hutchins, Texas, at which time the following items will be discussed and considered.

**City Council Members**

Mayor Mario Vasquez  
Mayor Pro Tem Steve Nichols  
Councilmember Brenda Campbell  
Councilmember Raymond Elmore  
Councilmember Demarcus Odom  
Councilmember America Rodriguez

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. CITIZEN COMMENTS** - *This agenda item provides an opportunity for citizens to address the City Council on any matter that is not posted on the agenda. Anyone wishing to address the City Council should complete a Citizen Comments Form and submit it to the City Secretary prior to the start of the City Council meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decision at this time.*

**D. PRESENTATIONS**

1. Introduce new employees. Presented by Steve Perry, Police Chief
2. Presentation of Financing Plan for Series 2025A Tax Note. Presented by: Jim Sabonis, Hilltop Securities

**E. PUBLIC HEARINGS**

3. Discuss and consider a request by John Williams representing GSI Highway Products for a Specific Use Permit (SUP) to allow Light Manufacturing in the Highway Commercial zoning district at 720 W. Wintergreen Road, Hutchins. Presented by: Tim Rawlings
4. Discuss and consider a Site Plan submitted by Mishal Anwer of Ark Architects Inc. representing property owner Andy Thind for 301, 311, 321 E Wintergreen Rd. Presented by: Tim Rawlings

**F. REGULAR AGENDA** - *As authorized by Section 551.071 of the Texas Government Code, the City Council reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

5. Discuss and consider Resolution R2025-06-1263 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS ADOPTING THE DALLAS COUNTY 2025 HAZARD MITIGATION ACTION PLAN; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Stacey Hickson, Fire Chief
6. Discuss and consider Ordinance 2025-06-1208 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES, BY AMENDING CHAPTER 2, ARTICLE II, ENTITLED "BOARDS AND COMMISSIONS," BY ADDING A NEW DIVISION 9, ENTITLED "FRIENDS OF THE HUTCHINS ANIMAL SERVICES"; ESTABLISHING THE COMPOSITION, QUALIFICATIONS, DUTIES AND RESPONSIBILITIES OF THE FRIENDS OF THE COLONY ANIMAL SERVICES BOARD; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Steve Perry, Police Chief
7. Discuss and consider Resolution R2025-06-1264 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE SUBMISSION OF A PROJECT/ACTIVITY APPLICATION TO DALLAS COUNTY FOR FUNDING UNDER THE FISCAL YEARS 2025-2027 COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") PROGRAM FOR SPECIFIC PROJECTS THE CITY WISHES TO FUND THROUGH THE CDBG PROGRAM; AUTHORIZING THE MAYOR TO EXECUTE IMPLEMENTATION AGREEMENTS WITH DALLAS COUNTY FOR THE CDBG PROJECTS; DESIGNATING THE CITY ADMINISTRATOR OR HIS DESIGNEE AS A REPRESENTATIVE FOR ALL MATTERS RELATED TO THE PROJECTS; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Mamun Yusuf, Director of Public Works

**G. EXECUTIVE SESSION**

8. The Hutchins City Council will hold a closed Executive Session pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision to a business prospect: 1) PROJECT CEDAR. Presented by: Guy Brown HEDC Executive Director
9. Pursuant to Texas Government Code Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person. Regarding land acquisition.

**H. RECONVENE INTO REGULAR SESSION**

10. Take action, if any, as a result of Executive Session:
  - a. Deliberation regarding Chapter 551, Subchapter D, Texas Government Code, in accordance with the authority contained in §551.087. Deliberation regarding economic development negotiations. Project Cedar
  - b. Deliberation Regarding Real Property: Land Acquisition

## I. ITEMS OF COMMUNITY INTEREST

11. Parks & Recreation Board Meeting, Monday, June 2, 2025, 6:30 pm, Hutchins City Hall, 321 N. Main St., Hutchins.

Keep Hutchins Beautiful Board Meeting, Tuesday, June 10, 2025, 6:00 p.m., Hutchins City Hall, 321 N. Main St., Hutchins.

City Council Meeting, Monday, June 16, 2025, 6:30 pm, Hutchins City Hall, 321 N. Main St., Hutchins

Planning and Zoning Commission Meeting, Monday, June 30, 2025, 6:00 p.m., Hutchins City Hall, 321 N. Main St., Hutchins.

## J. ADJOURN

### CERTIFICATION

I certify that a copy of the June 2, 2025, agenda of items to be considered by the Hutchins City Council was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website [www.cityofhutchins.org](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on May 30, 2025, before 6:30 p.m.

*Cynthia Olguin*

Cynthia Olguin  
City Secretary



### ACCESSIBILITY STATEMENT

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at [colguin@cityofhutchins.org](mailto:colguin@cityofhutchins.org)



# STAFF REPORT

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**MEETING DATE:** June 2, 2025

**MEETING TYPE:** Regular Council Meeting

**SUBMITTED BY:** Chief Perry

**AGENDA CAPTION:** [Introduce new employees] Presented by [Steve Perry, Police Chief]

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**Background Information**

Introduce new police department employees:

Blythe Bingham

Peter Oreilly

Corey Junkin

**Budget Implications**

N/A

**Operational Impact**

N/A

**Legal Review**

N/A

**Staff Recommendation**

N/A

**Supporting Documentation and Attachments**

N/A



# STAFF REPORT

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**MEETING DATE:** June 2, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Maria Joyner, Director of Finance

**AGENDA CAPTION:** Presentation of Financing Plan for Series 2025A Tax Note.  
Presented by: Jim Sabonis, Hilltop Securities

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## **Background Information**

City staff and Hilltop Securities (the City Financial Advisors) have reviewed several projects that will require bond funding. Hilltop Securities will present financing options for consideration.

Staff has worked with Hilltop Securities to propose a Tax Note of not to exceed \$7,300,000 that will be paid off in 7 years. This creates flexibility in the city's long term debt capacity while identifying needed resources for urgent projects.

## **Legal Review**

Bond Counsel will draft all of the necessary documents.

## **Staff Recommendation**

N/A

## **Supporting Documentation and Attachments**

Presentation – Plan of Finance



# STAFF REPORT

**MEETING DATE:** June 2, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Tim Rawlings

**AGENDA CAPTION:** Discuss and consider a request by John Williams representing GSI Highway Products for a Specific Use Permit (SUP) to allow Light Manufacturing in the Highway Commercial zoning district. Presented by: Tim Rawlings

### Background Information

John Williams representing GSI Highway Products has made a request for a Specific Use Permit (SUP) to allow Light Manufacturing in the Highway Commercial zoning district. GSI currently operates at 720 W. Wintergreen Road in Hutchins and wishes to move to this property to allow for expansion of their business

The Highway Commercial district allows only 5% of the outside area to be used for outside storage the applicant is also requesting to be able to exceed that percentage. The applicant is also requesting a waiver to the concrete requirement to allow them to store their products on the existing stabilized gravel yard. There would only be fork lifts operated in these areas all trucks would use to loading docks in the front of the warehouse.

As part of the development of this site they would be required to install a concrete fire lane around the building and the property would be required to be platted. The property is currently 5 separate parcels, one of which is not within the City limits. The owners have indicated that they are open to annexing that portion into the city.

### Light manufacturing is permitted in the Highway Commercial district with an SUP

SECTION 32.11															
Commercial Uses	A	SF-10	SF-8.5	SF-7	SF-PH	D	SFA	MF	MH	O	R	C-1	HC	LI	HI
Light Manufacturing and Assembly Processes													S	S	P P

### § 27HC HIGHWAY COMMERCIAL DISTRICT.

**C.** Open storage is limited to a maximum of five percent (5%) of the total lot area, shall not be located in front of (i.e., on the street side of) or on top of the building, and must be screened in accordance with

the provisions of Section 36 (i.e., cannot be visible from any public street or adjacent property). However, periodic display of seasonal items (e.g., Christmas trees, pumpkins, etc.) is allowed during the appropriate time periods (see provisions for outside display below).

**33.3**

**NONRESIDENTIAL AND MF DISTRICTS – SPECIAL OFF-STREET PARKING PROVISIONS:**

**A.** To prevent nuisance situations, all parking area lighting shall be designed and operated so as not to reflect or shine on adjacent properties and in accordance with the standards established in Section 39.

**B.** For safety and fire-fighting purposes, free access through to adjacent nonresidential parking areas shall be provided in accordance with Section 33.9 (Fire Lanes).

**C.** All off-street parking, maneuvering, loading and vehicle storage areas shall be paved with an all-weather surface (i.e., no parking shall be permitted on grass, within landscaped areas, on gravel, or on other unimproved surfaces), which shall be concrete and shall be constructed to standards established by the City Engineer. All maneuvering areas for parking and loading shall be on site (i.e., shall not occur within public right-of-way or on adjacent property without a platted/recorded access easement granting such access on adjacent property).

Parking spaces shall be permanently and clearly identified by stripes, buttons, tiles, curbs, barriers, or other approved methods. Nonpermanent type marking, such as paint, shall be regularly maintained to ensure continuous clear identification of the space.

At their April 28, 2025 meeting the Planning and Zoning Commission voted 5-0 to send the recommendation to approve the Specific Use Permit (SUP) allowing Light Manufacturing in the Highway Commercial (HC) District to City Council with an increase of the outside storage area to no more than 50% and to waive the requirement for the open storage area to be paved with concrete.

**Budget Implications**

N/A

**Operational Impact**

N/A

**Legal Review**

N/A

**Staff Recommendation**

Staff recommends discuss and consider.

**Supporting Documentation and Attachments**

LEGAL DESCRIPTION TRACT 2 (904 S IH-45)

TRACT 2:

BEING A TRACT OF LAND SITUATED IN THE WILLIAM GATLIN SURVEY, ABSTRACT NO. 499, DALLAS COUNTY, TEXAS AND BEING A

TRACT OF LAND CONVEYED TO T.S. MILLER, LTD., RECORDED IN VOLUME 98237, PAGE 5044, DEED RECORDS, DALLAS COUNTY,

TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2 INCH IRON ROD FOUND FOR THE SOUTHWEST CORNER OF SAID MILLER TRACT, SAID POINT BEING ON THE

NORTHEAST LINE OF S. INTERSTATE 45 (300' R.O.W.), SAID POINT BEING N 22°46'00" W 891.33 FT. FROM THE NORTHWEST

CORNER OF MILTON TRUCK LINE ADDITION, AN ADDITION TO THE CITY OF HUTCHINS RECORDED IN VOLUME 93117, PAGE 1437,

MAP RECORDS, DALLAS COUNTY, TEXAS;

THENCE N 22°46'00" W, ALONG THE NORTHEAST LINE OF SAID S. INTERSTATE 45, A DISTANCE OF 490.64 FT. TO A 3/4 INCH IRON

ROD FOUND FOR THE NORTHWEST CORNER OF SAID MILLER TRACT;

THENCE N 59°40'00" E, LEAVING THE NORTHEAST LINE OF SAID S. INTERSTATE 45 AND ALONG THE NORTH LINE OF SAID MILLER

TRACT, A DISTANCE OF 910.50 FT. TO A 1/2 INCH IRON ROD SET FOR THE NORTHEAST CORNER OF SAID MILLER TRACT;

THENCE S 27°48'00" E, ALONG THE EAST LINE OF SAID MILLER TRACT, A DISTANCE OF 494.49 FT. TO A 1/2 INCH IRON ROD SET

FOR THE SOUTHEAST CORNER OF SAID MILLER TRACT;

THENCE S 60°07'33" W, ALONG THE SOUTH LINE OF SAID MILLER TRACT, A DISTANCE OF 953.28 FT. TO THE POINT OF BEGINNING

AND CONTAINING 10.4903 ACRES (456, 956 SQ. FT.) OF LAND, MORE OR LESS.

ALTA/NSPS LAND TITLE SURVEY

UTILITY NOTE

The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown compromise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that utilities are located as accurately as possible from information available. The surveyor has not physically located the underground utilities.

Sheet1 Of 3

NOTE: ALL MONUMENTS SET ARE CAPPED 1/2" IRON PINS OR MAG NAILS WITH WASHERS BOTH BEING STAMPED "DEE RPLS 6904" UNLESS NOTED OTHERWISE

Filename:\ \GLSNAS\OFFICE\JOBS\# PROJECTS 2024\241181 904-1310 S I45 SERVICE RD\_HUTCHINS, TX\_ALTA\_NV5\DWG\241181 904-1310 S I45 SERVICE ROAD, H; LUaTsCt HSlaNvSed, 2:T /X2.2D/2W0G24 12:01:56 P;M Plot Date:2 /22/2024; Login:L eigh Reynolds



John Williams  
President  
GSI Highway Products  
720 W Wintergreen Rd  
Hutchins, TX 75141  
john@gsihighway.com  
972.225.1660

Planning and Zoning Commission  
City of Hutchins  
321 N Main Street  
Hutchins, TX 75141

**Dear Members of the Planning and Zoning Commission,**

I am writing on behalf of GSI Highway Products to formally request a Special Use Permit (SUP) from the City of Hutchins Planning and Zoning Commission. For over four decades, GSI Highway Products has proudly contributed to the Hutchins business community, and as we continue to grow, we are seeking a new office and warehouse facility that meets our expanding needs.

After careful consideration, we have identified the former LKQ Corp - Auto Parts offices and warehouse as the ideal location for our operations. The property is currently zoned as Highway Commercial, which permits both warehouse storage and office use in accordance with Section 32.11 of the City of Hutchins Zoning Ordinance. Our intent is to purchase this property and utilize it for both office space and warehouse storage to support our growing business.

Our operations primarily involve light fabrication and welding of various products, including railing systems, guardrails, and crash cushion attenuators. As outlined in the zoning ordinance, light fabrication and welding are permitted within Highway Commercial zones with the approval of an SUP. All fabrication activities will be confined to the existing warehouse and will fully comply with local regulations.

Additionally, we are requesting an SUP to allow for temporary inventory storage in designated portions of the existing stabilized laydown yard. This area will experience

minimal to no traffic, with trucks and trailers unloading materials on the concrete sections, then temporarily moving them onto the designated stabilized areas where they will be temporarily stored and organized before being moved permanently into warehouse space.

In order to proceed with the purchase, we kindly request that the Planning and Zoning Commission approve the necessary SUPs to ensure our operations are permissible within the zoning requirements.

We believe this property holds great potential for the community, and GSI is uniquely positioned to use it in a manner that is both clean and aesthetically pleasing, while staying within the existing zoning parameters. Several previous buyers have considered purchasing the property but ultimately did not due to the zoning restrictions, as they required large-scale outdoor storage for trucks and trailers. In contrast, our use of the space will be highly efficient and well-maintained.

GSI's presence at 904 S IH-45 will provide significant benefits to the City of Hutchins. Our operations will offer a more efficient and aesthetically pleasing use of the property compared to its previous occupants. Moreover, this new facility will enable us to expand our workforce, creating numerous job opportunities and contributing positively to the local economy.

As a long-established part of the Hutchins business community, GSI has employed and trained hundreds of local residents, making substantial contributions to the betterment of the community. We are committed to maintaining the high standards that have earned us the trust of Hutchins over the years.

To clarify, there will be no changes to the exterior of the existing buildings, landscaping, or parking unless those changes are aimed at revitalizing these areas. Any improvements we make will enhance the overall appeal of the property and ensure that it remains a valuable asset to the community.

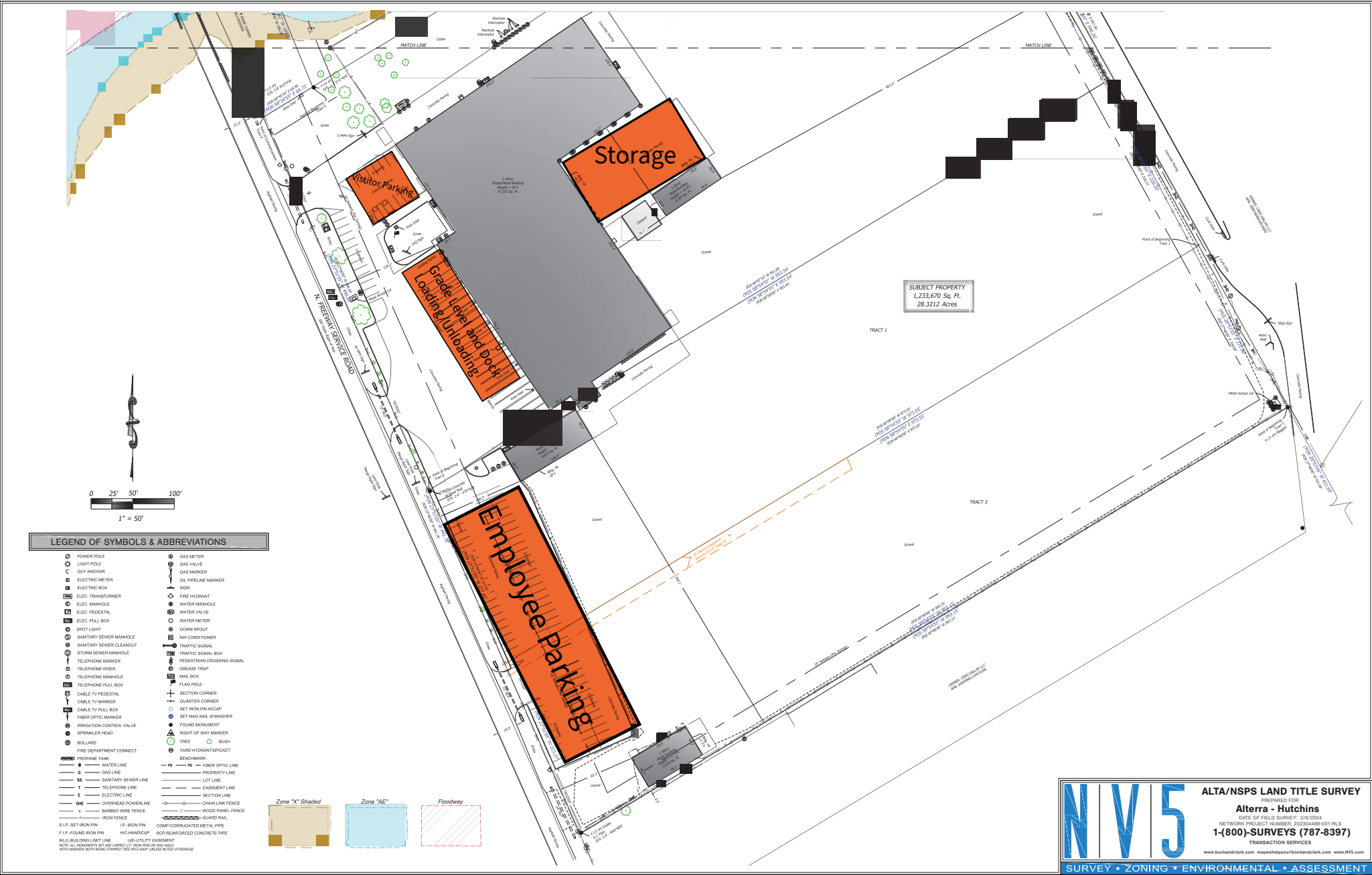
We sincerely appreciate your consideration of our request and look forward to the opportunity to expand our operations within the City of Hutchins. We are happy to provide any additional information or documentation you may require and are eager to collaborate with the city to make this transition as smooth as possible.

Thank you for your time and support.

Sincerely,

John Williams  
President  
GSI Highway Products





LEGEND OF SYMBOLS & ABBREVIATIONS

- |                              |                                  |
|------------------------------|----------------------------------|
| ○ POWER POLE                 | ⊙ GAS METER                      |
| ⊙ LIGHT POLE                 | ⊙ GAS VALVE                      |
| ⊙ GUY ANCHOR                 | ⊙ GAS MARKER                     |
| ⊙ ELECTRIC METER             | ⊙ OIL PIPELINE MARKER            |
| ⊙ ELECTRIC BOX               | ⊙ SIGN                           |
| ⊙ ELEC. TRANSFORMER          | ⊙ FIRE HYDRANT                   |
| ⊙ ELEC. MANHOLE              | ⊙ WATER MANHOLE                  |
| ⊙ ELEC. PEDESTAL             | ⊙ WATER VALVE                    |
| ⊙ ELEC. PULL BOX             | ⊙ WATER METER                    |
| ⊙ SPOT LIGHT                 | ⊙ DOWN SPOUT                     |
| ⊙ SANITARY SEWER MANHOLE     | ⊙ ARI CONDENSER                  |
| ⊙ SANITARY SEWER CLEANOUT    | ⊙ TRAFFIC SIGNAL                 |
| ⊙ STORM SEWER MANHOLE        | ⊙ TRAFFIC SIGNAL BOX             |
| ⊙ TELEPHONE MARKER           | ⊙ PEDIESTRIAN CROSSING SIGNAL    |
| ⊙ TELEPHONE RISER            | ⊙ GREASE TRAP                    |
| ⊙ TELEPHONE MANHOLE          | ⊙ MAIL BOX                       |
| ⊙ TELEPHONE PULL BOX         | ⊙ GAS ROSE                       |
| ⊙ CABLE TV PEDESTAL          | ⊙ SECTION CORNER                 |
| ⊙ CABLE TV MARKER            | ⊙ QUARTER CORNER                 |
| ⊙ CABLE TV PULL BOX          | ⊙ SET IRON PIN W/ CAP            |
| ⊙ FIBER OPTIC MARKER         | ⊙ SET IRON NAIL W/ WASHER        |
| ⊙ IRRIGATION CONTROL VALVE   | ⊙ FOUND MONUMENT                 |
| ⊙ SPRINKLER HEAD             | ⊙ RIGHT OF WAY MARKER            |
| ⊙ BOLLARD                    | ⊙ TREE                           |
| ⊙ FIRE DEPARTMENT CONNECT    | ⊙ YARD HYDRANT/SPCKET            |
| ⊙ PROpane TANK               | ⊙ BENCHMARK                      |
| — WATER LINE                 | — FIBER OPTIC LINE               |
| — GAS LINE                   | — PROPERTY LINE                  |
| — SANITARY SEWER LINE        | — LOT LINE                       |
| — TELEPHONE LINE             | — EASEMENT LINE                  |
| — ELECTRIC LINE              | — SECTION LINE                   |
| — OVERHEAD POWERLINE         | — CHAIN LINK FENCE               |
| — BARBED WIRE FENCE          | — WOOD PANEL FENCE               |
| — IRON FENCE                 | — GUARD RAIL                     |
| S.I.P. - SET IRON PIN        | I.P. - IRON PIN                  |
| F.I.P. - FIBER OPTIC PIN     | H.C. - MANHOLE                   |
| B.L.A. - BUILDING LIMIT LINE | C.O.M.P. - CORRUGATED METAL PIPE |
| U.E. - UTILITY EASEMENT      |                                  |
- NOTE: ALL MONUMENTS OF THIS SURVEY TO BE IRON PIN OR IRON NAIL UNLESS NOTED OTHERWISE



**NV5** ALTA/NSPS LAND TITLE SURVEY  
 PREPARED FOR  
**Alterra - Hutchins**  
 DATE OF FIELD SURVEY: 2/6/2024  
 NETWORK PROJECT NUMBER: 202304-08-001-PLG  
**1-800-SURVEYS (787-8397)**  
 TRANSACTION SERVICES  
 www.bockandclark.com maybetheloyalbockandclark.com www.nv5.com

SURVEY • ZONING • ENVIRONMENTAL • ASSESSMENT









SPEED  
LIMIT  
45





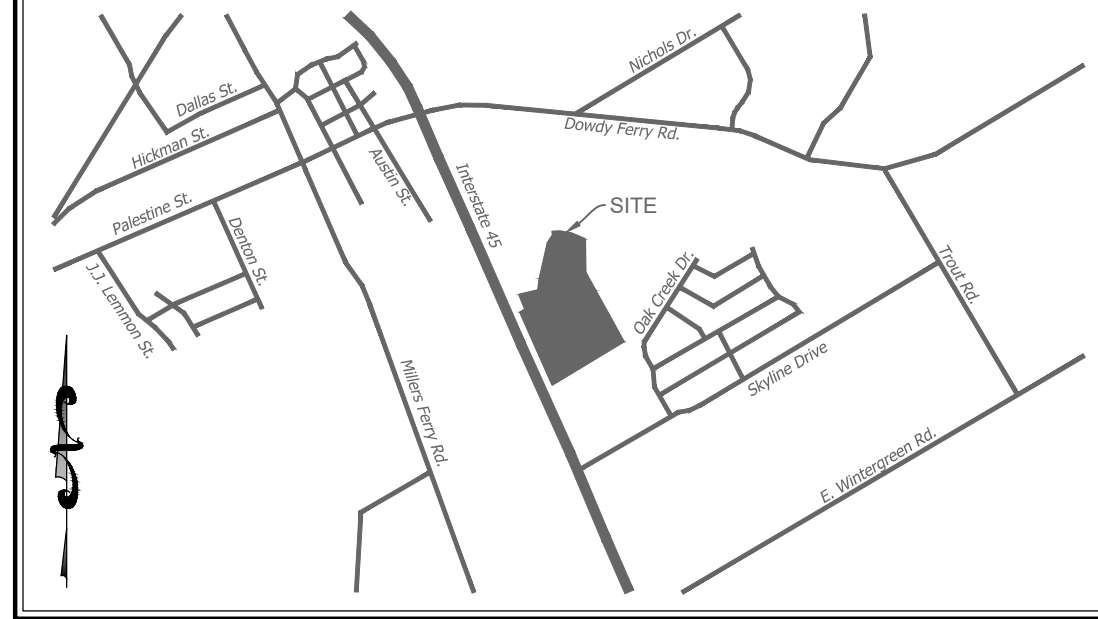
ITEMS CORRESPONDING TO SCHEDULE B-II

- The following matters and all terms of the documents creating or offering evidence of the matters (We must insert matters or delete this exception):
THE FOLLOWING AFFECTS TRACTS 1, 2 AND 3
Easement: Electric transmission and distribution
Recorded: 11/14/1933 in Volume 1817, Page 566, of the Deed Records, Dallas County, Texas.
Unable to determine location given provided document information.

ZONING INFORMATION

Table with 3 columns: Item, Required, Conforming Y/N. Rows include FRONT SETBACK, SIDE/REAR SETBACK, BUILDING HEIGHT, MINIMUM LOT AREA, MINIMUM LOT WIDTH, MAXIMUM LOT COVERAGE, and PARKING.

VICINITY MAP - NOT TO SCALE



UTILITY NOTE

The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned.

MISCELLANEOUS NOTES

- MN1 Survey prepared by Golden Land Surveying, 4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120, (405) 802-7883, troy@goldens.com.
MN2 Pursuant to Table A Item 2, The address of 904, 1080, 1300 & 1310 S. Interstate 45 Service Road, Hutchins, Texas 75141 was posted on signage on the surveyed property.

RECORD DESCRIPTION

TRACT 1: BEING A TRACT OF 5.000 ACRES OF LAND IN THE WILLIAM GATLIN SURVEY ABST. NO. 499, DALLAS COUNTY, TEXAS, AND BEING PART OF A CERTAIN TRACT OF LAND AS DESCRIBED IN DEED TO T.F. CAMPBELL, RECORDED IN VOLUME L, PAGE 412 OF THE DEED RECORDS OF DALLAS COUNTY, TEXAS, AND SAID 5.000 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
TRACT 2: BEING A TRACT OF LAND SITUATED IN THE WILLIAM GATLIN SURVEY, ABSTRACT NO. 499, DALLAS COUNTY, TEXAS AND BEING A TRACT OF LAND CONVEYED TO T.S. MILLER, LTD., RECORDED IN VOLUME 98237, PAGE 6044, DEED RECORDS, DALLAS COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LEGEND OF SYMBOLS & ABBREVIATIONS

Legend of symbols and abbreviations for various utility markers including Power Pole, Light Pole, Gas Meter, Gas Valve, Gas Marker, Oil Pipeline Marker, Fire Hydrant, Water Manhole, Water Valve, Water Meter, Down Spout, Air Conditioner, Traffic Signal, Pedestrian Crossing Signal, Grease Trap, Mail Box, Flag Pole, Section Corner, Quarter Corner, Set Iron Pin W/CAP, Set Mag Nail W/Washer, Found Monument, Right of Way Marker, Tree, Bush, Yard Hydrant/Spicket, Benchmark, Water Line, Gas Line, Sanitary Sewer Line, Telephone Line, Electric Line, Overhead Powerline, Barbed Wire Fence, Iron Fence, S.I.P.-Set Iron Pin, I.P.-Iron Pin, F.I.P.-Found Iron Pin, B.U.L.-Building Limit Line, U.E.-Utility Easement.

FLOOD NOTE

Pursuant to Table A Item 3, Said described property is, by graphical plotting only, located within an area having a Zone Designation "X", "AE", & "Floodway" by FEMA, on Flood Insurance Rate Map No. 48113C0514L, dated 7/7/2014, and is in a special flood hazard area. No field surveying was performed to determine this zone.

PROJECT REVISION RECORD

Table with 4 columns: DATE, DESCRIPTION, DATE, DESCRIPTION. Rows include 02/08/2024 FIRST DRAFT, 02/16/2024 NETWORK COMMENTS, 02/21/2024 ZONING, and a row for FIELD WORK with sub-columns for DRAFTED: BT, CHECKED BY: TD, and FB & PG.

SIGNIFICANT OBSERVATIONS

No significant observations were made at the time of the survey.

LEGAL

THIS SURVEY WAS PREPARED FOR THE PURPOSE OF THIS REAL ESTATE TRANSACTION ONLY AND NO FURTHER PARTIES OTHER THAN THOSE CERTIFIED ABOVE SHALL RELY ON IT FOR ANY OTHER PURPOSE OR TRANSACTION

ALTA/NSPS LAND TITLE SURVEY

for
Alterra - Hutchins
NV5 Project No. 202304488-001

904, 1080, 1300 & 1310 S. Interstate 45 Service Road, Hutchins, TX 75141

Based upon Title Commitment No. 23-1550-TX
of First American Title Insurance Company
Bearing an effective date of November 21, 2023

Surveyor's Certification

To: First American Title Insurance Company; and Bock & Clark Corporation, an NV5 Company.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 10, 13, 14, 16, 17, 18 and 19 of Table A thereof. The field work was completed on 2/6/2024.

This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition 3, Land Title Survey.

PRELIMINARY

Troy Dee
Registration No. 6904
In the State of Texas
Date of survey: February 8, 2024
Date of last revision: February 21, 2024
Network Project No. 202304488-001-RLS

Prepared By
GOLDEN LAND SURVEYING
Golden Job No: 241181

Bock & Clark Corporation
an NV5 Company

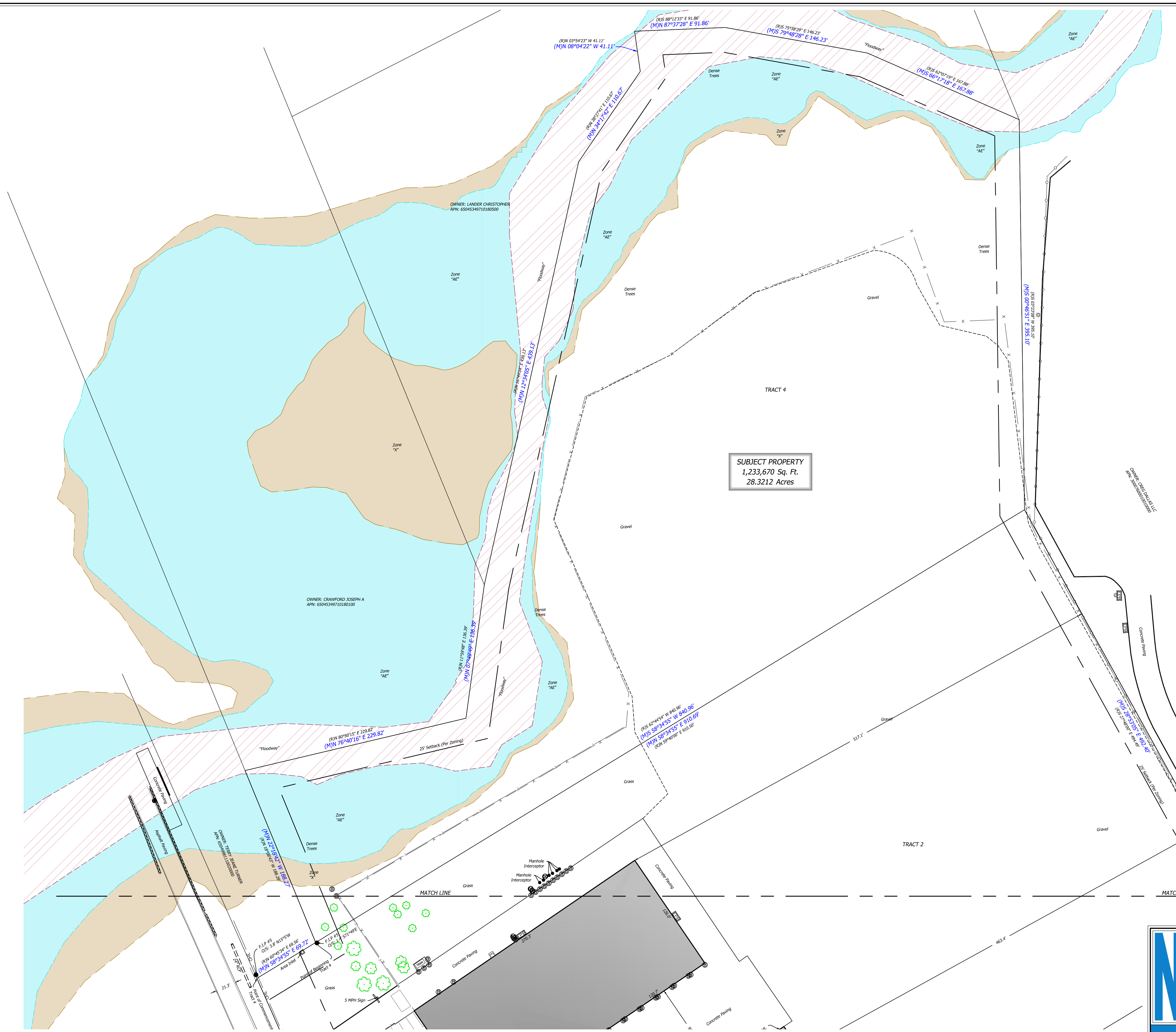
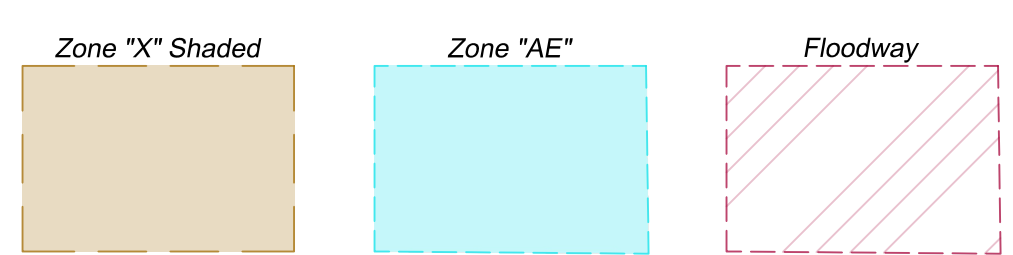


Transaction Services 1-800-SURVEYS (787-8397)
3550 W. Market Street, Suite 200, Akron, Ohio 44333
www.BockandClark.com mayhelpyou@bockandclark.com www.NV5.com

SURVEY • ZONING • ENVIRONMENTAL • ASSESSMENT

LEGEND OF SYMBOLS & ABBREVIATIONS

- ☉ POWER POLE
- ☼ LIGHT POLE
- ⊕ GUY ANCHOR
- ⊞ ELECTRIC METER
- ⊞ ELECTRIC BOX
- ⊞ ELEC. TRANSFORMER
- ⊞ ELEC. MANHOLE
- ⊞ ELEC. PEDESTAL
- ⊞ ELEC. PULL BOX
- ⊞ SPOT LIGHT
- ⊞ SANITARY SEWER MANHOLE
- ⊞ SANITARY SEWER CLEANOUT
- ⊞ STORM SEWER MANHOLE
- ⊞ TELEPHONE MARKER
- ⊞ TELEPHONE RISER
- ⊞ TELEPHONE MANHOLE
- ⊞ TELEPHONE PULL BOX
- ⊞ CABLE TV PEDESTAL
- ⊞ CABLE TV MARKER
- ⊞ CABLE TV PULL BOX
- ⊞ FIBER OPTIC MARKER
- ⊞ IRRIGATION CONTROL VALVE
- ⊞ SPRINKLER HEAD
- ⊞ BOLLARD
- ⊞ FIRE DEPARTMENT CONNECT
- ⊞ PROPANE TANK
- ⊞ GAS METER
- ⊞ GAS VALVE
- ⊞ GAS MARKER
- ⊞ OIL PIPELINE MARKER
- ⊞ SIGN
- ⊞ FIRE HYDRANT
- ⊞ WATER MANHOLE
- ⊞ WATER VALVE
- ⊞ WATER METER
- ⊞ DOWN SPOUT
- ⊞ AIR CONDITIONER
- ⊞ TRAFFIC SIGNAL
- ⊞ TRAFFIC SIGNAL BOX
- ⊞ PEDESTRIAN CROSSING SIGNAL
- ⊞ GREASE TRAP
- ⊞ MAIL BOX
- ⊞ FLAG POLE
- ⊞ SECTION CORNER
- ⊞ QUARTER CORNER
- ⊞ SET IRON PIN W/CAP
- ⊞ SET MAG NAIL W/WASHER
- ⊞ FOUND MONUMENT
- ⊞ RIGHT OF WAY MARKER
- ⊞ TREE
- ⊞ BUSH
- ⊞ YARD HYDRANT/SPICKET
- ⊞ BENCHMARK



**NV5** ALTA/NSPS LAND TITLE SURVEY  
 PREPARED FOR  
**Alterra - Hutchins**  
 DATE OF FIELD SURVEY: 2/6/2024  
 NETWORK PROJECT NUMBER: 202304488-001-RLS  
**1-(800)-SURVEYS (787-8397)**  
 TRANSACTION SERVICES  
 www.bockandclark.com maynehelppyou@bockandclark.com www.NV5.com





# STAFF REPORT

**MEETING DATE:** June 2, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Tim Rawlings

**AGENDA CAPTION:** Discuss and consider a Site Plan submitted by Mishal Anwer of Ark Architects Inc. representing property owner Andy Thind for 301, 311, 321 E Wintergreen Rd. Presented by: Tim Rawlings

### **Background Information**

Discuss and consider a Site Plan submitted by Mishal Anwer of Ark Architects Inc. representing property owner Andy Thind for 301, 311, 321 E Wintergreen Rd. This site plan was approved for the first time back in 2019, but construction was never started so it has expired. Everything remains basically the same as before, plating has been completed with the prior submittal. The applicant has completed an updated Traffic Impact Study that has been submitted to the City Engineer.

At their April 28, 2025, meeting Planning and Zoning Commissioners voted 5-0 to send the recommendation to approve the Site Plan as presented to City Council.

### **Budget Implications**

N/A

### **Operational Impact**

N/A

### **Legal Review**

N/A

### **Staff Recommendation**

Staff recommends approval of the site plan.

### **Supporting Documentation and Attachments**



03/18/2025

**Tim Rawlings**

Chief Building Official  
City of Hutchins  
City Hall at 321 N Main St.  
Hutchins, Tx. 75141

To Whom It May Concern,

I am writing to formally request a site plan review for our proposed project located in the city of Hutchins at the following addresses: 301 E Wintergreen Road, 311 Wintergreen Road, and 321 Wintergreen Road.

Our development plan includes the construction of two hotels—Holiday Inn Express (5 stories) and TownePlace Suites (4 stories)—as well as a shopping center. We strongly believe that this project will attract a significant number of new visitors to the area and contribute positively to the ongoing development of the community.

We are committed to ensuring that the site plan and all associated documents align with the city's standards. Therefore, your review and guidance are crucial for facilitating the next steps in this process.

Thank you for your time and attention to this matter. We look forward to your feedback.

Sincerely,

A handwritten signature in black ink, appearing to read 'Syed Rizvi', written over a light blue horizontal line.

Syed Rizvi  
Manager  
Ark Architects, Inc.

**LEGAL DESCRIPTION (Proposed Lot 3)**

**BEING** a tract of land located in the City of Hutchins, Dallas County, Texas, a part of the William Gatlin Survey, Abstract No. 499, a part of that certain called 22.7177 acre tract of land described by Special Warranty Deed with Vendor's Lien to Wintergreen Road 22 Acre, L.P., as recorded in Volume 2005184, Page 1719, Deed Records, Dallas County, Texas, and being more particularly described by metes and bounds as follows:

**BEGINNING** at a 5/8 inch iron rod with plastic cap stamped "TERRACORP" found in the westerly right-of-way line of Interstate Highway No. 45 (IH-45; a variable width public right-of-way), same being located at the southerly southwest corner of that certain called 0.757 acre tract of land described by Special Warranty Deed to Pop Holdings, LP, as recorded by Instrument No. 201600048436, Official Public Records, Dallas County, Texas;

**THENCE**, along said westerly right-of-way line, South 35 degrees 25 minutes 21 seconds West, a distance of 43.83 feet to a 5/8 inch iron rod with plastic cap stamped "SCI" found for the most easterly northeast corner of Lot 1, Block A, QT 973 Addition, an addition to the City of Hutchins, Dallas County, Texas, according to the plat thereof recorded by Instrument No. 201000105556, Official Public Records, Dallas County, Texas;

**THENCE** along the northerly line of said Lot 1 as follows:

North 29 degrees 45 minutes 19 seconds West, a distance of 44.68 feet to a 5/8 inch iron rod with plastic cap stamped "SCI" set for an ell corner;

South 60 degrees 01 minutes 53 seconds West, a distance of 315.98 feet to a point for corner;

**THENCE** departing said northerly line, over and across said 22.7177 acre tract as follows:

North 29 degrees 57 minutes 15 seconds West, a distance of 104.31 feet to a point for corner, same being the beginning of a curve to the left;

Along said curve to the left, through a central angle of 72 degrees 06 minutes 23 seconds, a radius of 32.28 feet, an arc distance of 40.62 feet, having a chord bearing of North 09 degrees 34 minutes 50 seconds East, with a chord distance of 38.00 feet;

North 29 degrees 57 minutes 15 seconds East, a distance of 44.29 feet to a point for the beginning of a curve to the right;

Along said curve to the right, through a central angle of 90 degrees 00 minutes 00 seconds, a radius of 32.00 feet, an arc distance of 50.27 feet, having a chord bearing of North 15 degrees 02 minutes 45 seconds East, with a chord distance of 45.25 feet;

North 60 degrees 02 minutes 45 seconds East, a distance of 299.25 feet to a point if the westerly line of that certain called 0.757 acre tract of land described by Special Warranty Deed to Firebrand Properties, LP, as recorded by Instrument No. 201600048496, Official Public Records, Dallas County, Texas;

**THENCE**, along the westerly lines of said 201600048496 and 201600048436, South 30 degrees 00 minutes 43 seconds East, a distance of 236.24 feet to the **POINT OF BEGINNING**, containing 73,454 square feet or 1.6863 acres of land, more or less.

**LEGAL DESCRIPTION** (Proposed Lot 4)

**BEING** a tract of land located in the City of Hutchins, Dallas County, Texas, a part of the William Gatlin Survey, Abstract No. 499, a part of that certain called 22.7177 acre tract of land described by Special Warranty Deed with Vendor's Lien to Wintergreen Road 22 Acre, L.P., as recorded in Volume 2005184, Page 1719, Deed Records, Dallas County, Texas, and being more particularly described by metes and bounds as follows:

**COMMENCING** at a 1/2 inch iron rod found in the westerly right-of-way line of Interstate Highway No. 45 (IH-45; a variable width public right-of-way), same being located at the easterly southeast corner of that certain called 0.3570 acre (called Tract 2) tract of land described by Special Warranty Deed to Hutchins Warehouse Limited Partnership, as recorded by Instrument No. 20080061179, Official Public Records, Dallas County, Texas;

**THENCE**, along the southeast line of said Tract 2, South 60 degrees 15 minutes 15 seconds West, a distance of 322.45 feet to the **POINT OF BEGINNING**;

**THENCE** over and across said 22.7177 acre tract as follows:

South 29 degrees 57 minutes 39 seconds East, a distance of 207.92 feet to a 5/8 inch iron rod with plastic cap stamped "SCI" set for an ell corner of said 22.7177 acre tract;

South 30 degrees 00 minutes 43 seconds East, a distance of 59.00 feet to a point;

South 60 degrees 02 minutes 45 seconds West, a distance of 299.25 feet to a point for the beginning of a curve to the left;

Along said curve to the left, through a central angle of 03 degrees 35 minutes 00 seconds, a radius of 32.00 feet, an arc length of 2.00 feet, having a chord bearing of South 58 degrees 15 minutes 15 seconds West and a chord distance of 2.00 feet;

North 29 degrees 57 minutes 15 seconds West, a distance of 268.08 feet to a point in the southeast line of said Tract 2;

**THENCE**, along said southeast line, North 60 degrees 15 minutes 15 seconds East, a distance of 301.17 feet to the **POINT OF BEGINNING**, containing 80,559 square feet or 1.8494 acres of land, more or less.

**LEGAL DESCRIPTION (Proposed Lot 5)**

**BEING** a tract of land located in the City of Hutchins, Dallas County, Texas, a part of the William Gatlin Survey, Abstract No. 499, a part of that certain called 22.7177 acre tract of land described by Special Warranty Deed with Vendor's Lien to Wintergreen Road 22 Acre, L.P., as recorded in Volume 2005184, Page 1719, Deed Records, Dallas County, Texas, and being more particularly described by metes and bounds as follows:

**COMMENCING** at a 1/2 inch iron rod found in the westerly right-of-way line of Interstate Highway No. 45 (IH-45; a variable width public right-of-way), same being located at the easterly southeast corner of that certain called 0.3570 acre (called Tract 2) tract of land described by Special Warranty Deed to Hutchins Warehouse Limited Partnership, as recorded by Instrument No. 20080061179, Official Public Records, Dallas County, Texas;

**THENCE**, along the southeast line of said Tract 2, South 60 degrees 15 minutes 15 seconds West, a distance of 623.62 feet to the **POINT OF BEGINNING**;

**THENCE** over and across said 22.7177 acre tract as follows:

South 29 degrees 57 minutes 15 seconds East, a distance of 268.08 feet to a point, same being the beginning of a curve to the left;

Along said curve to the left, through a central angle of 86 degrees 25 minutes 00 seconds, a radius of 32.00 feet, an arc length of 48.26 feet, having a chord bearing of South 13 degrees 15 minutes 15 seconds West and a chord distance of 43.82 feet;

South 29 degrees 57 minutes 15 seconds West, a distance of 44.29 feet to a point for the beginning of a curve to the right;

Along said curve to the right, through a central angle of 82 degrees 04 minutes 24 seconds, a radius of 32.28 feet, an arc length of 46.24 feet, having a chord bearing of South 14 degrees 33 minutes 51 seconds West and a chord distance of 42.39 feet;

South 60 degrees 04 minutes 29 seconds West, a distance of 155.28 feet;

North 29 degrees 57 minutes 15 seconds West, a distance of 375.24 feet to a point in the southeast line of a called 0.7219 acre tract (called Tract 1) described by deed to Hutchins Warehouse Limited Partnership, as recorded by Instrument No. 20080061179, Official Public Records, Dallas County, Texas;

**THENCE**, along said southeast line and the southeast line of said Tract 2, North 60 degrees 15 minutes 15 seconds East, a distance of 215.00 feet to the **POINT OF BEGINNING**, containing 77,408 square feet or 1.7770 acres of land, more or less.



ARCHITECT

**ARK Architects, Inc.**  
 | ARCHITECTURE | INTERIORS |  
 | PLANNING | INTERIORS |  
 ONE LEGACY WEST TOWER  
 7950 S. LEGACY DRIVE SUITE 240,  
 PLANO, TEXAS 75034  
 PHONE: (469) 592-7370

OWNER

**ARMI**  
 ARMI HOLDING LP  
 270 PADDOCK TRAIL  
 FAIRVIEW, TX 75069

CIVIL

**Mars TRANS USA LLC**  
 Bharat Jayswal 469-887-6403  
 License # 155027

LANDSCAPE / IRRIGATION

**DEEPA DESIGNSCAPE, LLC**  
 LANDSCAPE DESIGN & BUILD  
 FRISCO, TX 75035  
 TEL-972-639-6745

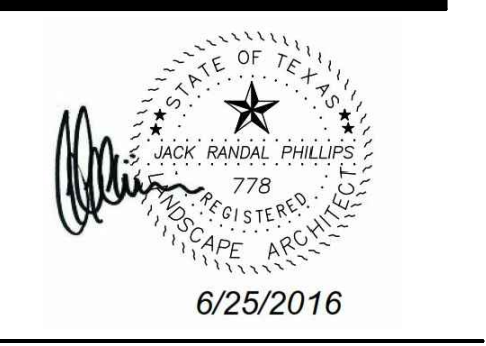
STRUCTURE

STERLING ENGINEERING GROUP OF  
 COMPANIES 6025 WEST ROAD  
 HOUSTON, TX 77041  
 TEL-281-583-7088

MEP

MEP GREEN DESIGN & BUILD, PLLC.  
 17047 EL CAMINO, SUITE 211  
 HOUSTON, TX 77058  
 TEL-281-786-1195

STAMP



ISSUED: 06-1-2028

REVISIONS

Revision No.	Revision Date

CHECKED BY :  
 DRAWN BY :

PROJECT NO.

1400-XX

SHEET TITLE

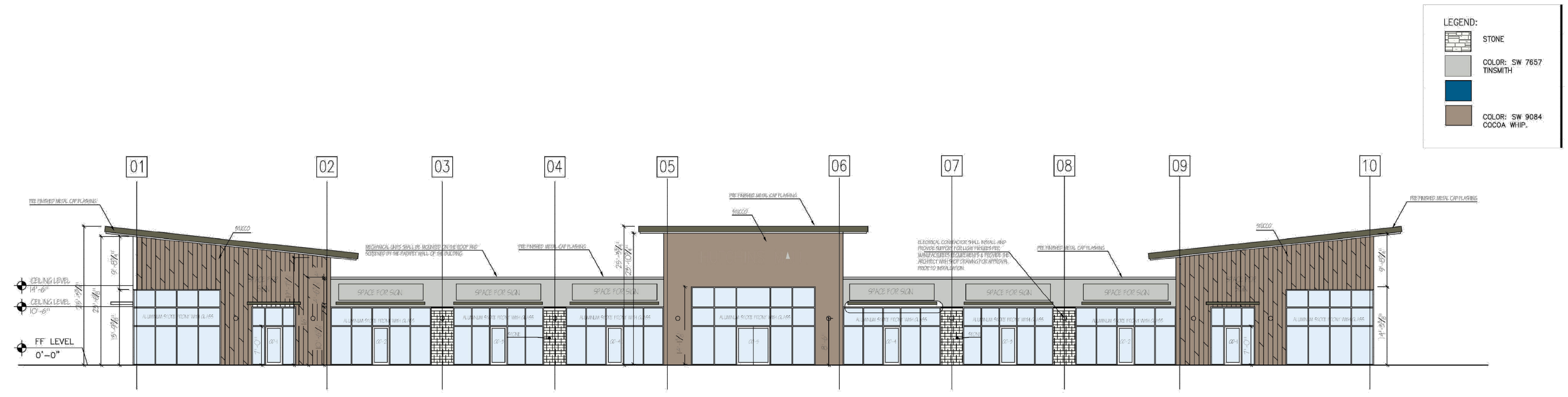
FRONT & BACK  
 ELEVATION

SHEET NO.

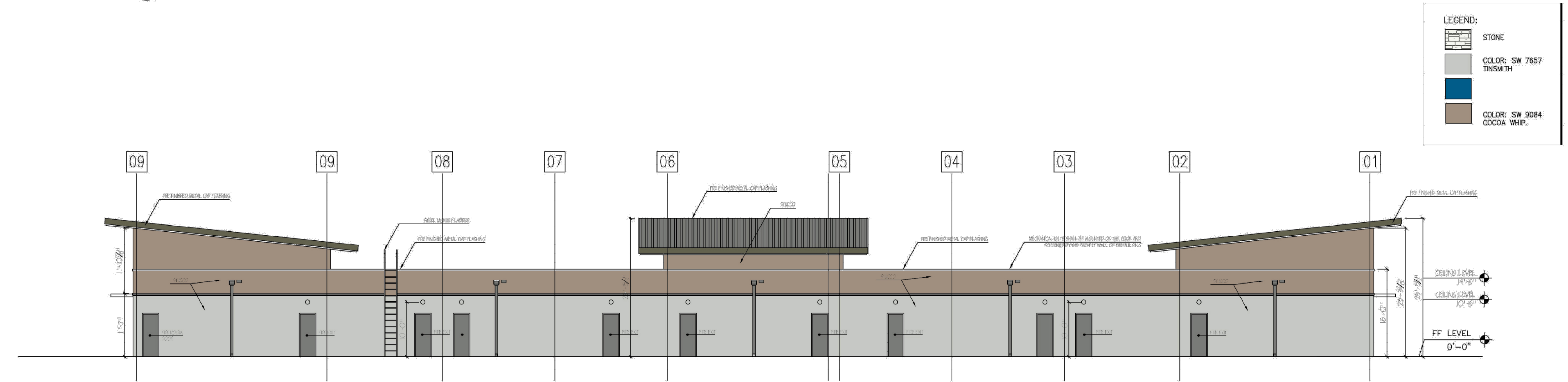
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401 E WINTERGREEN HUTCHINA

HUTCHINS, TX



01 SOUTH ELEVATION  
 SCALE: 3/32"=1'-0"



01 NORTH ELEVATION  
 SCALE: 3/32"=1'-0"



**ARCHITECT**  
**ARK Architects, Inc.**  
 | ARCHITECTURE |  
 | PLANNING | INTERIORS |  
 ONE LEGACY WEST TOWER  
 7960 S. LEGACY DRIVE SUITE 240,  
 PLANO, TEXAS 75034  
 PHONE: (469) 592-7370

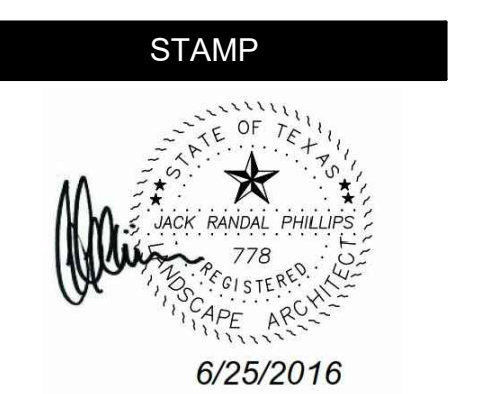
**OWNER**  
  
 ARMI HOLDING LP  
 270 PADDOCK TRAIL  
 FAIRVIEW, TX 75069

**CIVIL**  
**MaRS TRANS USA LLC**  
 Bharat Jayswal 469-887-6403  
 License # 155027

**LANDSCAPE / IRRIGATION**  
 DEEPA DESIGNSCAPE, LLC  
 LANDSCAPE DESIGN & BUILD  
 FRISCO, TX 75035  
 TEL-972-639-6745

**STRUCTURE**  
 STERLING ENGINEERING GROUP OF  
 COMPANIES 8025 WEST ROAD  
 HOUSTON, TX 77041  
 TEL-281-583-7088

**MEP**  
 MEP GREEN DESIGN & BUILD, PLLC.  
 17047 ELCAMINO, SUITE 211  
 HOUSTON, TX 77056  
 TEL-281-786-1195



ISSUED: 06-1-2028

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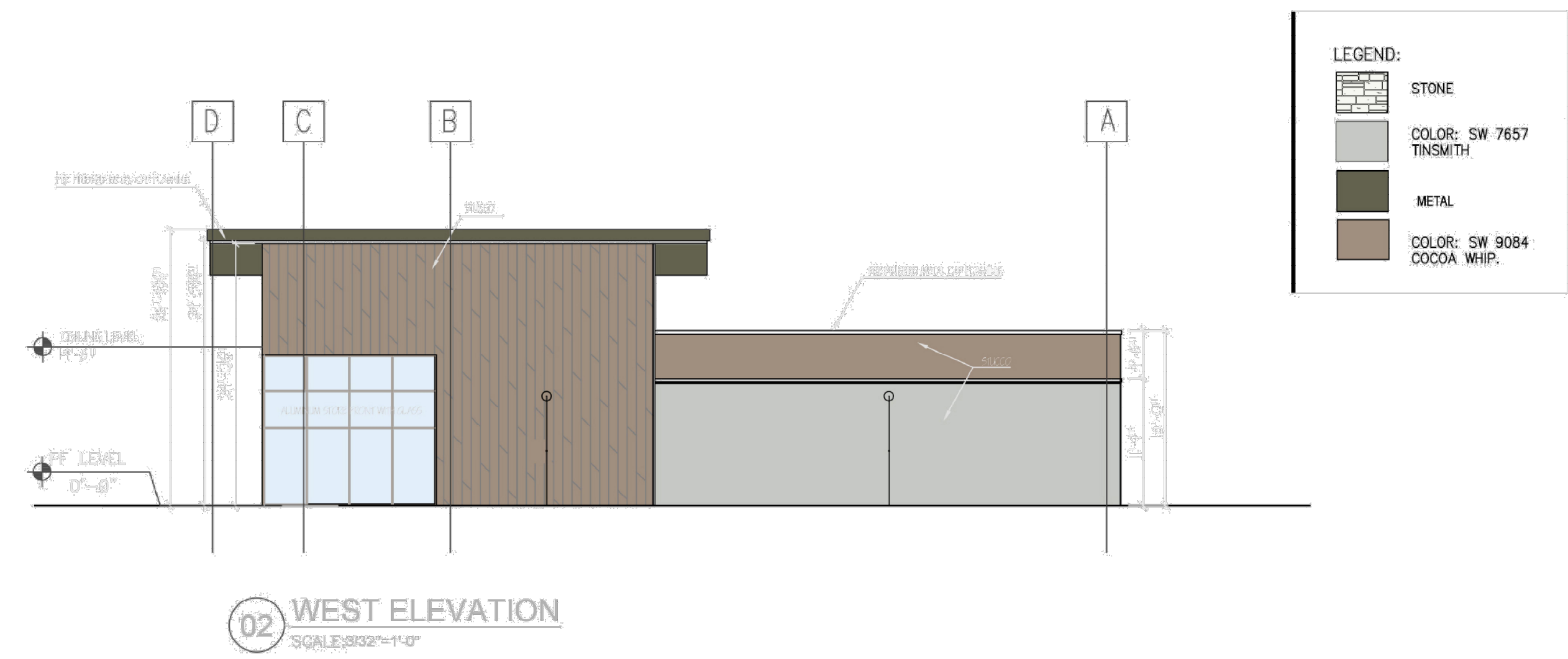
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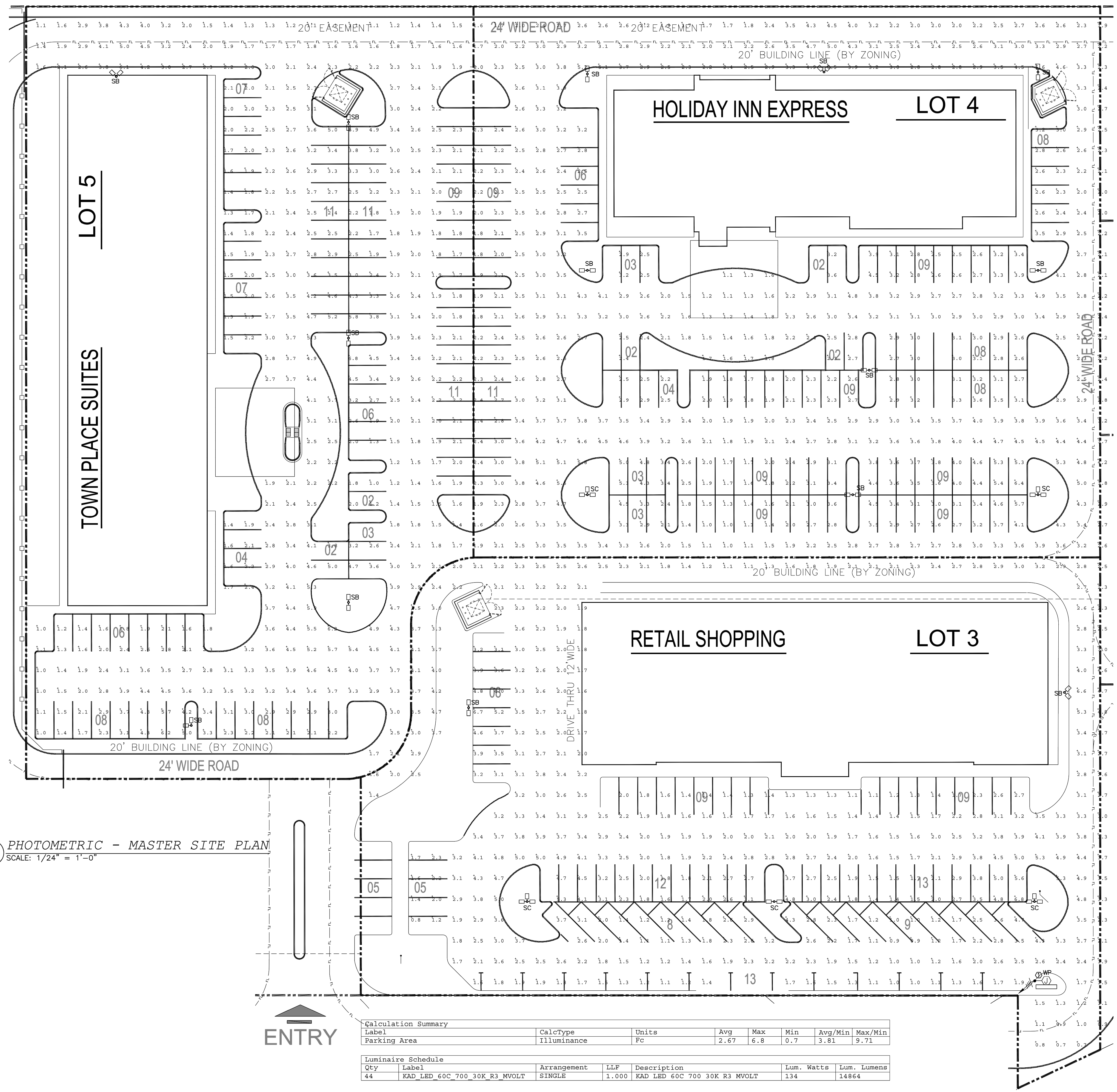
**SHEET TITLE**  
 SIDE ELEVATIONS

**SHEET NO.**  
 A200-2

401 E WINTERGREEN HUTCHINA

HUTCHINS, TX





1 PHOTOMETRIC - MASTER SITE PLAN  
SCALE: 1/24" = 1'-0"

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Parking Area	Illuminance	Fc	2.67	6.8	0.7	3.81	9.71

Luminaire Schedule						
Qty	Label	Arrangement	LLF	Description	Lum. Watts	Lum. Lumens
44	KAD_LED_60C_700_30K_R3_MVOLT	SINGLE	1.000	KAD_LED_60C_700_30K_R3_MVOLT	134	14864



ARCHITECT  
**ARK Architects, Inc.**  
 | ARCHITECTURE |  
 | PLANNING | INTERIORS |  
 ONE LEGACY WEST TOWER  
 7950 S. LEGACY DRIVE SUITE 240,  
 PLANO, TEXAS 75034  
 PHONE: (469) 592-7370

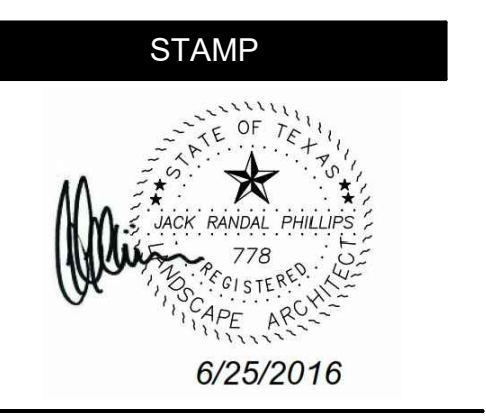
OWNER  
  
 ARMI HOLDING LP  
 270 PADDOCK TRAIL  
 FAIRVIEW, TX 75069

CIVIL  
**MaRS TRANS USA LLC**  
 Bharat Jayswal 469-887-6403  
 License # 155027

LANDSCAPE / IRRIGATION  
 DEEPA DESIGNSCAPE, LLC  
 LANDSCAPE DESIGN & BUILD  
 FRISCO, TX 75035  
 TEL-972-639-6745

STRUCTURE  
 STERLING ENGINEERING GROUP OF  
 COMPANIES 8025 WEST ROAD  
 HOUSTON, TX 77041  
 TEL-281-583-7088

MEP  
 MEP GREEN DESIGN & BUILD, PLLC.  
 17047 ELCAMINO, SUITE 211  
 HOUSTON, TX 77058  
 TEL-281-786-1195



ISSUED: 06-1-2028

REVISIONS

Revision No.	Revision Date

CHECKED BY :  
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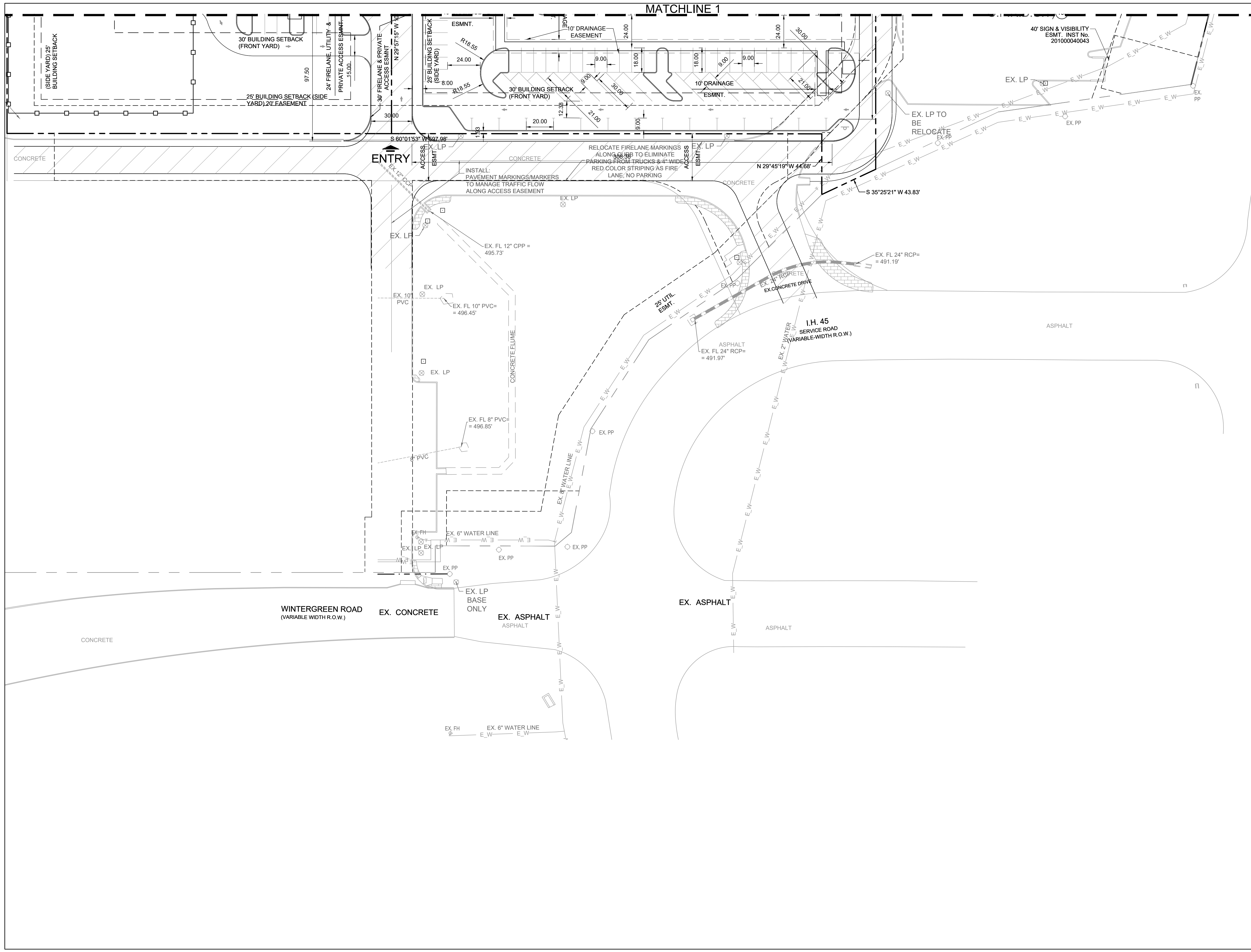
PROJECT NO.  
 1400-XX

SHEET TITLE  
 PHOTOMETRIC  
 MASTER SITE PLAN

SHEET NO.  
 E6.4

401 E WINTERGREEN HUTCHINA

HUTCHINS, TX



OWNER: ARMI DEVELOPERS Section E, Item 4

3403, UNIVERSITY DRIVE,  
MCKINNEY, TX-75069

ARCHITECTS: ARK ARCHITECTS, INC.  
ONE LEGACY WEST TOWER  
7950 S. LEGACY DRIVE SUITE 240,  
PLANO, TEXAS 75034  
PHONE: (469) 592-7370

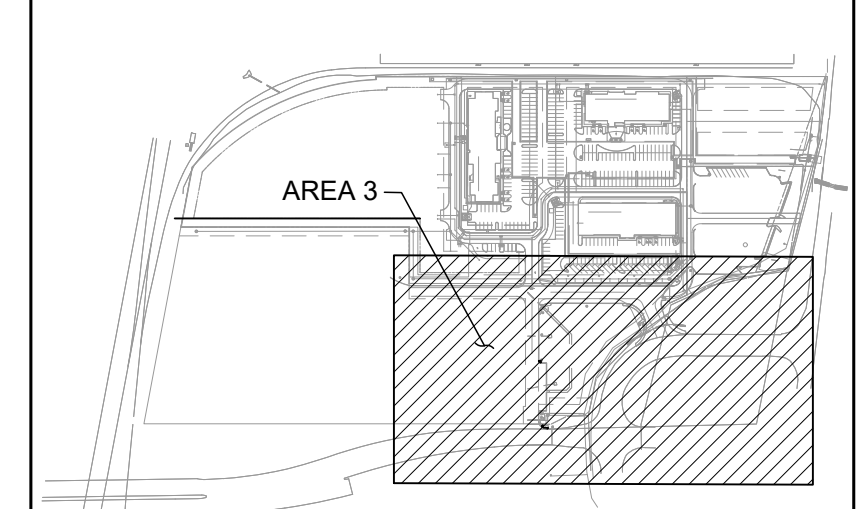
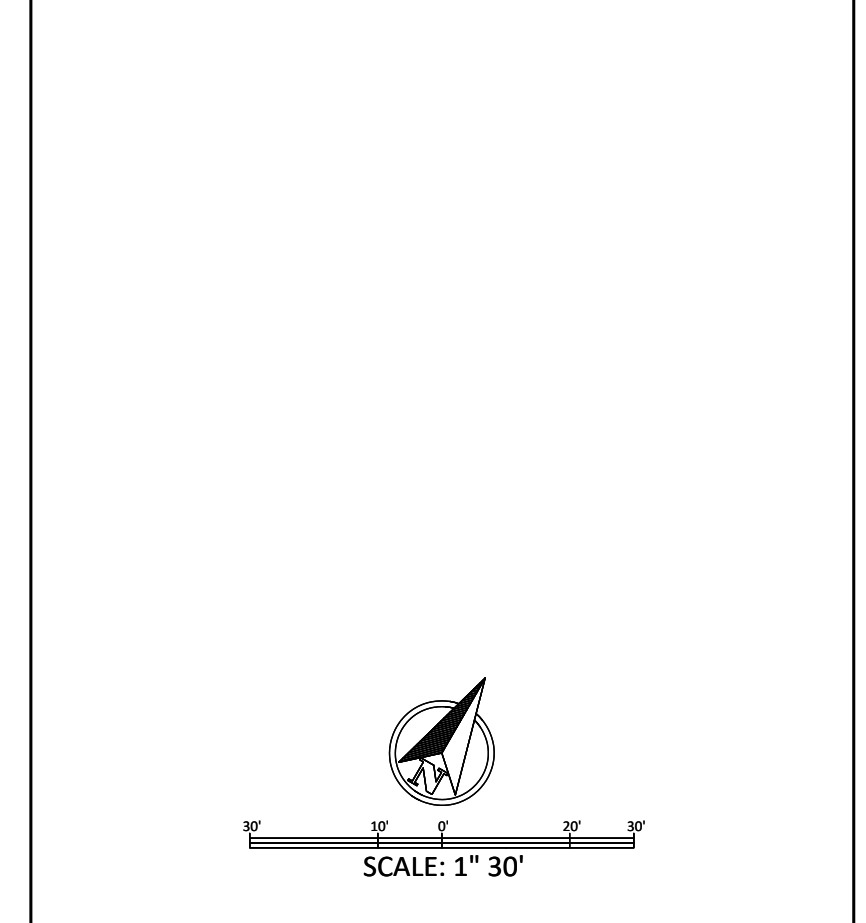
CIVIL ENGINEER:  
MaRS TRANS USA LLC

SURVEYOR: XX

STAMP :

SIGN DATE :  
07-02-2025

NO.	DATE	DESCRIPTION	APPROVED



**FOR REGULATORY APPROVAL ONLY NOT FOR CONSTRUCTION USE**

PROJECT TITLE : WINTER GREEN HUTCHINS

PROJECT LOCATION : IH 45, HUTCHINS, TEXAS

PROJECT NUMBER : 2024\_08

SHEET TITLE:  
**ENGINEERING SITE PLAN & DIMENSION CONTROL**

SHEET NO: ESP-03  
(06 OF 31)

REFERENCED DRAWING NO :

DESIGNED BY:	MR
DRAWN BY:	MR
CHECKED BY:	BJ
DATE:	07-02-2025



**REFERENCE NOTES**

- A. REFER TO DESIGN STANDARDS FOR REQUIREMENTS RELATED TO THIS SHEET.
- B. REFER TO THE AT XX SERIES CRITERIA SHEETS FOR ADDITIONAL INFORMATION ON LIGHTING AND LIGHTING CONTROLS.
- C. REFER TO THE EXTERIOR SIGNAGE SPECIFICATIONS - EXTERIOR GRAPHICS PACKAGE FOR REQUIREMENTS RELATED TO SIGNAGE SHOWN ON THIS SHEET.

**GENERAL NOTES**

- A. BUILDING ELEVATIONS ARE APPROXIMATE AND WILL VARY BASED ON STRUCTURAL SYSTEM.
- B. PROVIDE CONTRACTOR WITH COLOR PRINTS OF ELEVATIONS FOR ADDITIONAL CLARITY.
- C. CONTINUE FINISH TO INSIDE CORNER VERSUS FINISH TRANSITIONS AT OUTSIDE CORNER.
- D. ALL DOWNSPOUTS MUST HAVE CLEANOUTS.
- E. REVIEW FIBER CEMENT BOARD PANELS WHICH ARE MANUFACTURED IN METRIC SIZES TO COORDINATE WITH IMPERIAL (FEET AND INCHES) DIMENSIONS OF STRUCTURE. PAY PARTICULAR ATTENTION TO WINDOW SIZES.
- F. PROVIDE INTERNAL DOWNSPOUTS, GUTTERS, ROOF DRAINS AND OVERFLOWS AS REQUIRED FOR LOCAL RAINFALL. PROVIDE SECONDARY OVERFLOWS TO DAYLIGHT IN AREAS THAT WILL NOT DRAIN ACROSS WALKING SURFACES.

**CRITERIA NOTES**

CRITERIA NOTES ARE SHOWN CATEGORIZED BY DISCIPLINE AND SHOULD BE INTERPRETED TO APPLY TO MORE THAN ONE DISCIPLINE BUT LISTED UNDER THE PREDOMINANT DISCIPLINE.

**ARCHITECTURAL NOTES**

- A22 REFER TO GUESTROOM PLANS FOR HOLD-TO DIMENSIONS BETWEEN PTAC UNIT AND INTERIOR WALL NOTED.
- A36 TYPICAL GUESTROOM WINDOW
- A37 CHANNEL LETTER SIGNAGE AT FACE OF BUILDING. SEE EXTERIOR SIGNAGE SPECIFICATIONS FOR REQUIREMENTS. PROVIDE ADEQUATE BLOCKING BEHIND WALL FOR SIGNAGE

**ENGINEERING NOTES**

- E34 PTAC LOUVER INTEGRAL WITH WINDOW FRAME. FINISH TO MATCH WINDOW FRAME
- E35 AT EXTERIOR SIGNAGE PROVIDE ACCESS FOR MOUNTING ELECTRICAL COMPONENTS AND MAKING FINAL ELECTRICAL CONNECTIONS. PROVIDE ADEQUATE DEDICATED CIRCUITRY BROUGHT TO SIGN LOCATION FROM ELECTRICAL PANEL
- E61 FOR STANDARD LINEAR LIGHT FIXTURE (Z34), PROVIDE CONTINUOUS BAND OF LIGHT TO ILLUMINATE BOTTOM OF SOFFIT
- C10 DECORATIVE METAL SLAT FENCE AT FIRE PIT OPTIONAL. REFER TO EXTERIOR FINISH INDEX.

**EXTERIOR FINISH INDEX**

	EF1	EFIS 1
	EF2	EFIS 2
	EF3	EFIS 3
	SP1	FIBER CEMENT SIDING PANEL
	SP2	FIBER CEMENT SIDING PANEL
	A1	ALUMINUM COPING
	A2	ALUMINUM COPING - COLOR TO MATCH ADJACENT SURFACE
	A3	ALUMINUM COPING
	R1	MEMBRANE ROOFING - SLOPED
	R2	MEMBRANE ROOFING
	PT1	PAINTED SURFACE
	PT2	PAINTED SURFACE

**01 REAR ELEVATION**  
SCALE: 3/32"=1'-0"



**ARCHITECT**  
**ARK Architects, Inc.**  
| ARCHITECTURE |  
| PLANNING | INTERIORS |  
ONE LEGACY WEST TOWER  
7960 S. LEGACY DRIVE SUITE 240,  
PLANO, TEXAS 75034  
PHONE: (469) 592-7370

**OWNER**  
**ARMI**  
ARMI HOLDING LP  
270 PADDOCK TRAIL  
FAIRVIEW, TX 75069

**CIVIL**  
**Mars TRANS USA LLC**  
Bharat Jayswal 469-887-6403  
License # 155027

**LANDSCAPE / IRRIGATION**  
**DEEPA DESIGNSCAPE, LLC**  
LANDSCAPE DESIGN & BUILD  
FRISCO, TX 75035  
TEL-972-639-6745

**STRUCTURE**  
**STERLING ENGINEERING GROUP OF COMPANIES**  
4025 WEST ROAD  
HOUSTON, TX 77041  
TEL-281-583-7088

**MEP**  
**MEP GREEN DESIGN & BUILD, PLLC.**  
17047 ELCAMMO, SUITE 211  
HOUSTON, TX 77058  
TEL-281-786-1195

**STAMP**

ISSUED: 06-1-2028

**REVISIONS**

Revision No.	Revision Date

CHECKED BY :  
DRAWN BY :

**PROJECT NO.**

1400-XX

**SHEET TITLE**

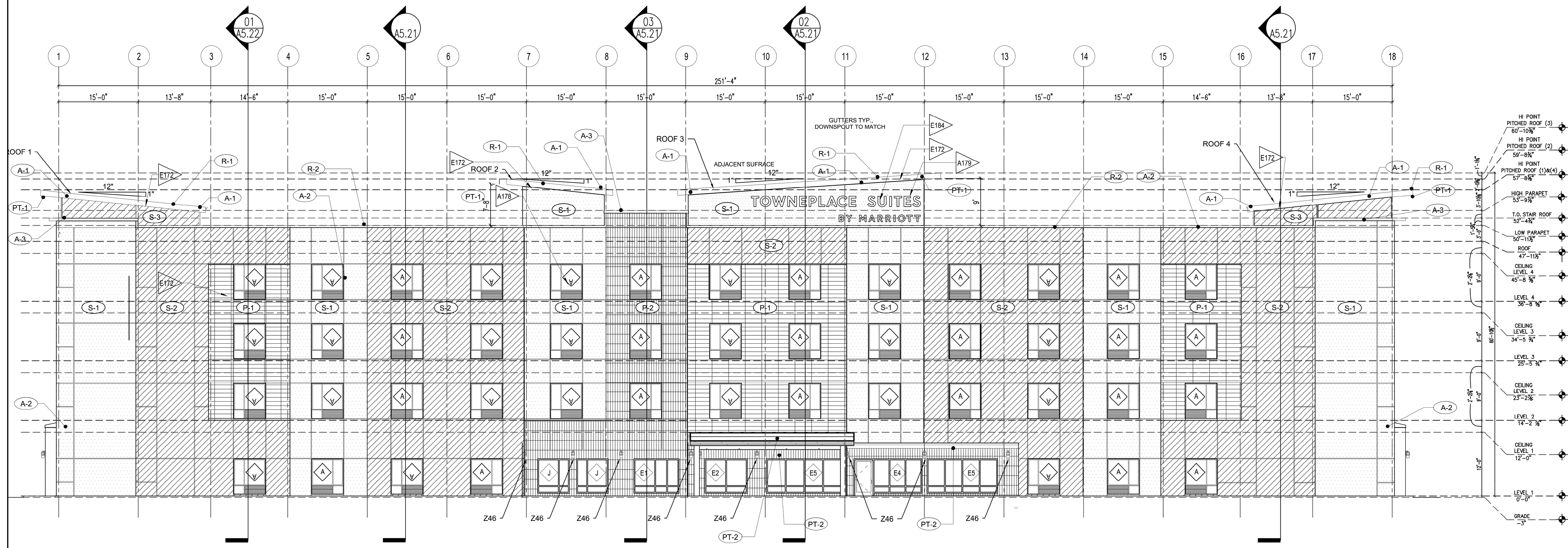
EXTERIOR ELEVATION

**SHEET NO.**

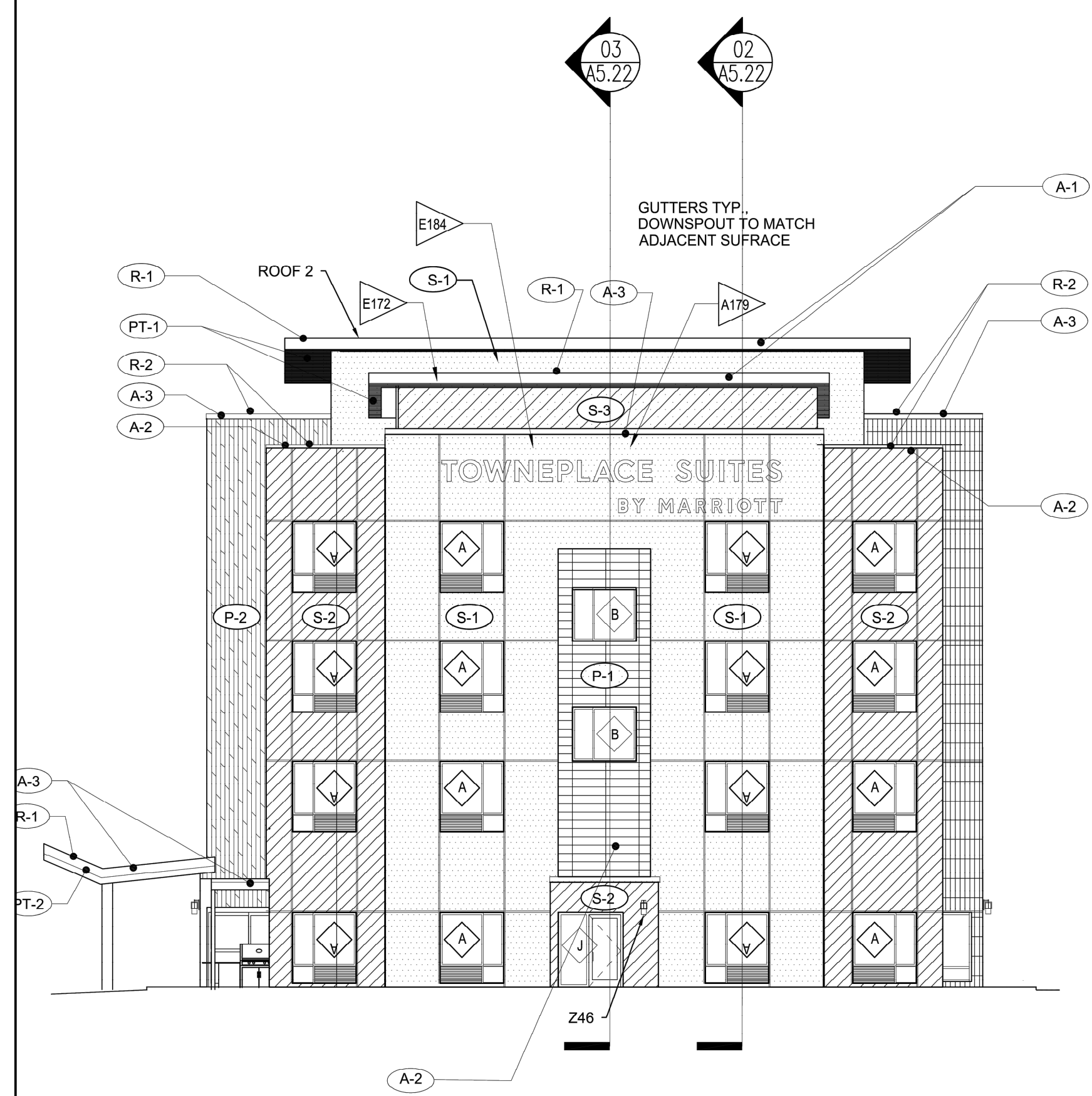
A2.02

401 E WINTERGREEN HUTCHINA

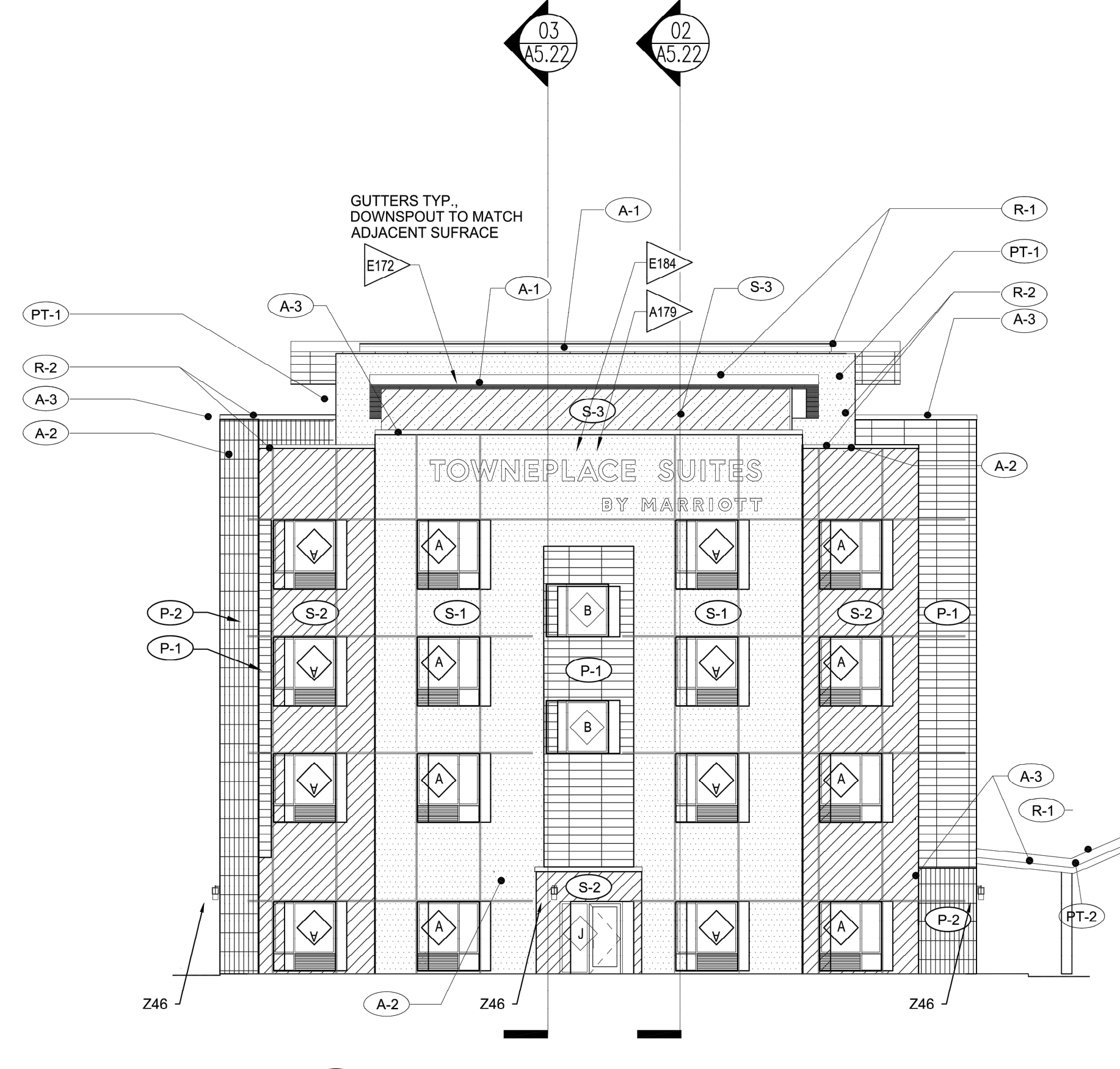
HUTCHINS, TX



**01 FRONT ELEVATION**  
SCALE: 3/32"=1'-0"



**02 RIGHT SIDE ELEVATION**  
SCALE: 3/32"=1'-0"



**03 LEFT SIDE ELEVATION**  
SCALE: 3/32"=1'-0"

**REFERENCE NOTES**

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- C. REFER TO THE EXTERIOR SIGNAGE SPECIFICATIONS - EXTERIOR GRAPHICS PACKAGE FOR REQUIREMENTS RELATED TO SIGNAGE SHOWN ON THIS SHEET.

**GENERAL NOTES**

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- B. PROVIDE CONTRACTOR WITH COLOR PRINTS OF ELEVATIONS FOR ADDITIONAL CLARITY.
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- D. ALL DOWNSPOUTS MUST HAVE CLEANOUTS.
- E. REVIEW FIBER CEMENT BOARD PANELS WHICH ARE MANUFACTURED IN METRIC SIZES TO COORDINATE WITH IMPERIAL (FEET AND INCHES) DIMENSIONS OF STRUCTURE. PAY PARTICULAR ATTENTION TO WINDOW SIZES.
- F. PROVIDE INTERNAL DOWNSPOUTS, GUTTERS, ROOF DRAINS AND OVERFLOWS AS REQUIRED FOR LOCAL RAINFALL. PROVIDE SECONDARY OVERFLOWS TO DAYLIGHT IN AREAS THAT WILL NOT DRAIN ACROSS WALKING SURFACES.

**CRITERIA NOTES**

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**ARCHITECTURAL NOTES**

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- A36 TYPICAL GUESTROOM WINDOW
- A37 CHANNEL LETTER SIGNAGE AT FACE OF BUILDING. SEE EXTERIOR SIGNAGE SPECIFICATIONS FOR REQUIREMENTS. PROVIDE ADEQUATE BLOCKING BEHIND WALL FOR SIGNAGE

**ENGINEERING NOTES**

- E34 PTAC LOUVER INTEGRAL WITH WINDOW FRAME. FINISH TO MATCH WINDOW FRAME
- E35 AT EXTERIOR SIGNAGE PROVIDE ACCESS FOR MOUNTING ELECTRICAL COMPONENTS AND MAKING FINAL ELECTRICAL CONNECTIONS. PROVIDE ADEQUATE DEDICATED CIRCUITRY BROUGHT TO SIGN LOCATION FROM ELECTRICAL PANEL.
- E61 FOR STANDARD LINEAR LIGHT FIXTURE (Z94), PROVIDE CONTINUOUS BAND OF LIGHT TO ILLUMINATE BOTTOM OF SOFFIT
- C10 DECORATIVE METAL SLAT FENCE AT FIRE PIT OPTIONAL; REFER TO EXTERIOR FINISH INDEX.

**EXTERIOR FINISH INDEX**

EF1	EFIS 1
EF2	EFIS 2
EF3	EFIS 3
SP1	FIBER CEMENT SIDING PANEL
SP2	FIBER CEMENT SIDING PANEL
A1	ALUMINUM COPING
A2	ALUMINUM COPING - COLOR TO MATCH ADJACENT SURFACE
A3	ALUMINUM COPING
R1	MEMBRANE ROOFING - SLOPED
R2	MEMBRANE ROOFING
PT1	PAINTED SURFACE
PT2	PAINTED SURFACE



**ARCHITECT**

**ARK Architects, Inc.**  
| ARCHITECTURE |  
| PLANNING | INTERIORS |  
ONE LEGACY WEST TOWER  
7950 S. LEGACY DRIVE SUITE 240,  
PLANO, TEXAS 75034  
PHONE: (469) 592-7370

**OWNER**

**ARMI**  
ARMI HOLDING LP  
270 PADDOCK TRAIL  
FAIRVIEW, TX 75069

**CIVIL**

**Mars TRANS USA LLC**

Bharat Jayswal 469-887-6403  
License # 155027

**LANDSCAPE / IRRIGATION**

DEEPA DESIGNSCAPE, LLC  
LANDSCAPE DESIGN & BUILD  
FRISCO, TX 75035  
TEL-972-639-6745

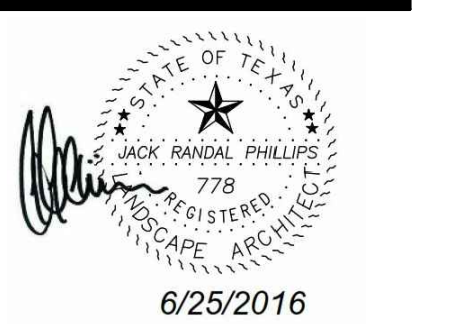
**STRUCTURE**

STERLING ENGINEERING GROUP OF COMPANIES  
2025 WEST ROAD  
HOUSTON, TX 77041  
TEL-281-583-7088

**MEP**

MEP GREEN DESIGN & BUILD, PLLC.  
17047 ELCAMINO, SUITE 211  
HOUSTON, TX 77058  
TEL-281-786-1195

**STAMP**



ISSUED: 06-1-2028

**REVISIONS**

Revision No.	Revision Date

CHECKED BY :  
DRAWN BY :

PROJECT NO. :  
1400-XX

SHEET TITLE :  
EXTERIOR ELEVATION

SHEET NO. :  
A2.01

401 E WINTERGREEN HUTCHINA

HUTCHINS, TX

J-MARK WAREHOUSE  
VOL. 87120, PG. 5655  
D.R.D.C.T.

OWNER: ARMI DEVELOPERS Section E, Item 4

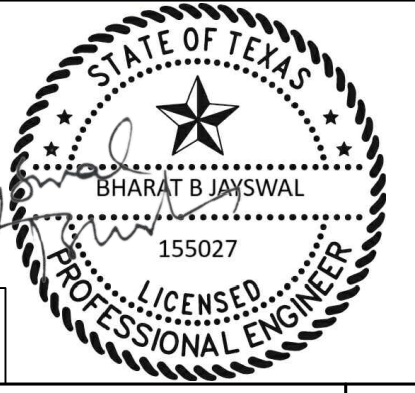
3403, UNIVERSITY DRIVE,  
MCKINNEY, TX-75069

ARCHITECTS: ARK ARCHITECTS, INC.  
ONE LEGACY WEST TOWER  
7950 S. LEGACY DRIVE SUITE 240,  
PLANO, TEXAS 75034  
PHONE: (469) 592-7370

CIVIL ENGINEER:  
MaRS TRANS USA LLC

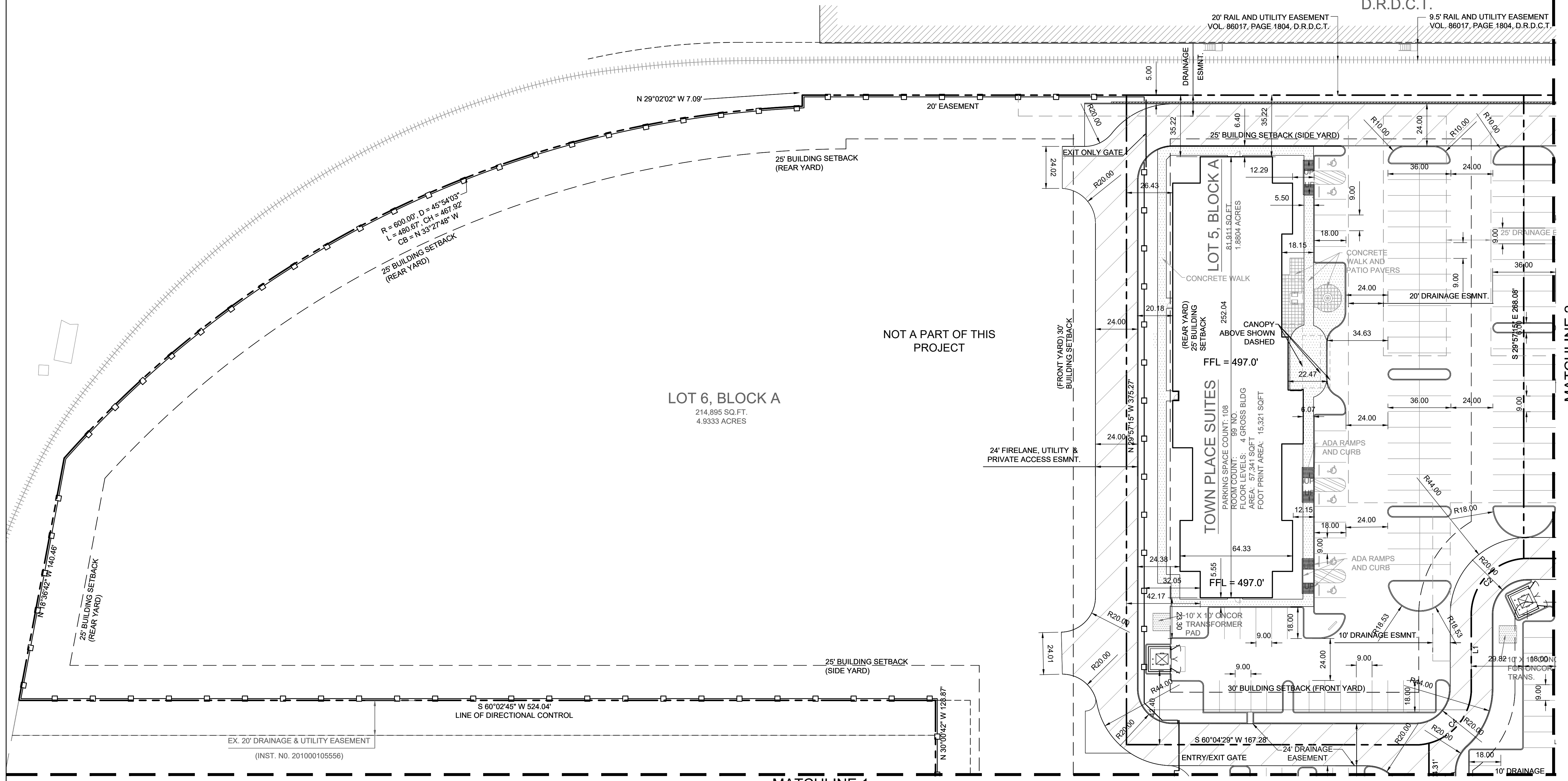
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SIGN DATE:  
07-02-2025

NO.	DATE	DESCRIPTION	APPROVED

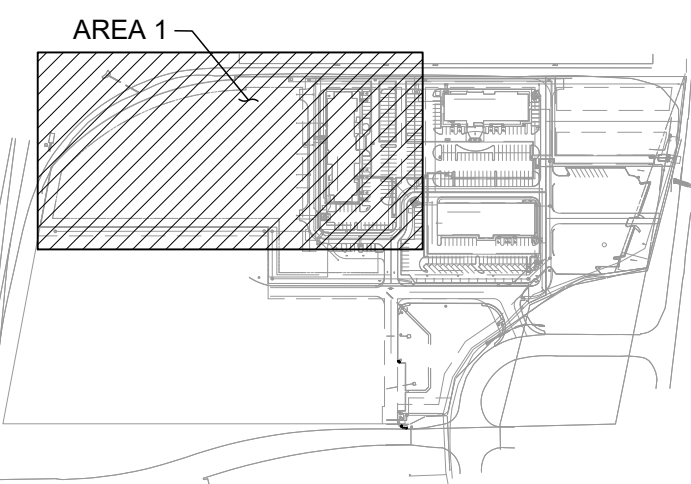
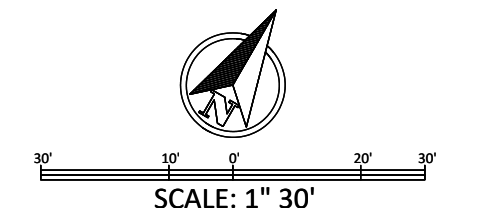


NOT A PART OF THIS PROJECT

LOT 6, BLOCK A  
214,895 SQ. FT.  
4.9333 ACRES

MATCHLINE 2

MATCHLINE 1



KEYPLAN  
N.T.S

FOR REGULATORY  
APPROVAL ONLY NOT FOR  
CONSTRUCTION USE

PROJECT TITLE: WINTER GREEN HUTCHINS

PROJECT LOCATION: WINTER GREEN ROAD & IH 45, HUTCHINS, TEXAS

PROJECT NUMBER: 2024\_08

SHEET TITLE:  
ENGINEERING SITE PLAN &  
DIMENSION CONTROL

SHEET NO: ESP-01  
(04 OF 31)

REFERENCED DRAWING NO:

DESIGNED BY: MR

DRAWN BY: MR

CHECKED BY: BJ

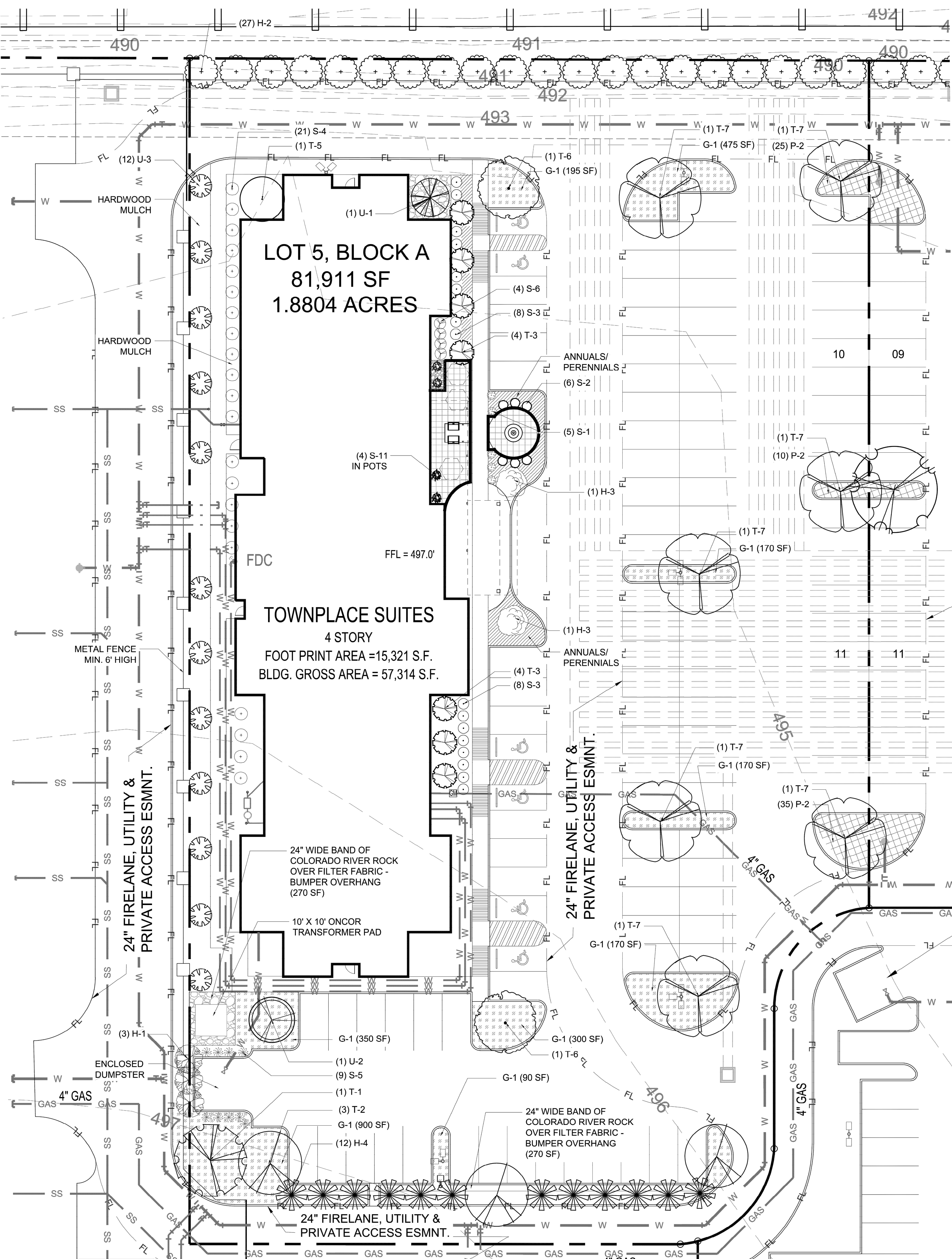
DATE: 07-02-2025

GENERAL NOTES:

- ALL CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE STANDARD SPECIFICATIONS OF THE CITY OF HUTCHINS, TEXAS.
- CONTRACTOR SHALL PROVIDE "AS BUILT" PLANS TO THE ENGINEER SO THAT THE REPRODUCIBLE OF THE ENGINEERING PLANS MAY BE CORRECTED TO REFLECT "AS BUILT" CONDITIONS.
- THE CONTRACTOR SHALL BE REQUIRED TO PROVIDE AND MAINTAIN ALL NECESSARY WARNING AND SAFETY DEVICES (FLASHING LIGHTS, BARRICADES, SIGNS, ETC.) TO PROTECT THE PUBLIC SAFETY AND HEALTH UNTIL THE WORK HAS BEEN COMPLETED AND ACCEPTED BY THE CITY.
- THE LOCATIONS OF EXISTING UTILITIES SHOWN ON THESE PLANS ARE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE AND VERIFY IN THE FIELD ANY UTILITIES THAT MAY CONFLICT WITH HIS CONSTRUCTION. AT LEAST 24 HOURS PRIOR TO BEGINNING CONSTRUCTION IN THE VICINITY OF UNDERGROUND UTILITIES.
- SIGNAGE WILL BE PERMITTED SEPARATELY.

PROPOSED DEVELOPMENT AT WINTER GREEN  
TOTAL PARKING REQUIRED= 295 SPACES

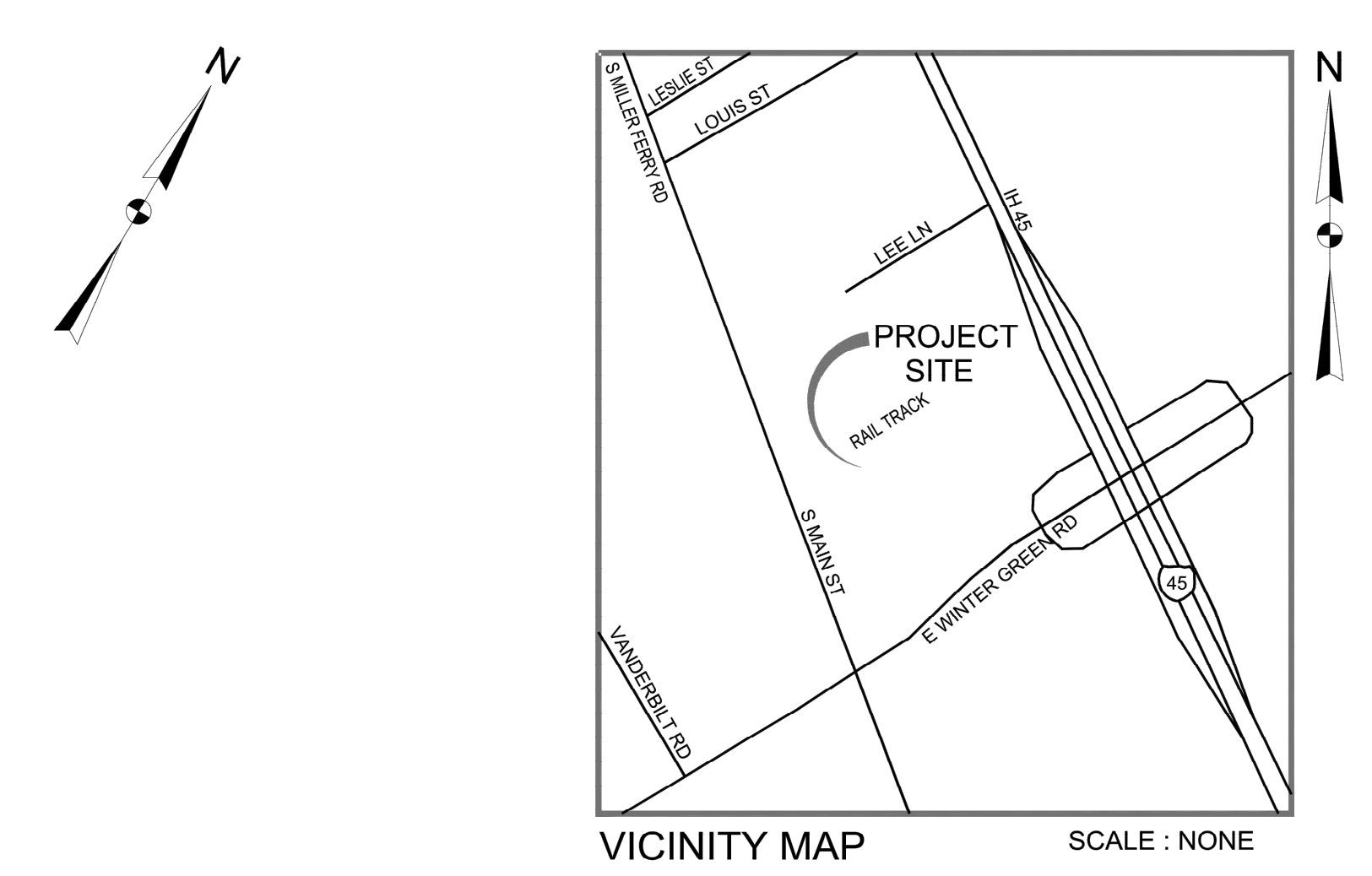
PARKING	5 STORY HIE HOTEL (LOT 4, BLK. A)	4 STORY TPS HOTEL (LOT 5, BLK. A)	RETAIL SHOPPING (LOT 3, BLK. A)	TOTAL
			BUILDING AREA = 16,619.00 S.F.	
PARKING REQUIRED	1 SPACE/ROOM UNIT = 106 SPACES	1 SPACE/ROOM UNIT = 99 SPACES	1 SPACE/200 S.F. = 84 SPACES	289 SPACES
PARKING FURNISHED	124 SPACES	108 SPACES	90 SPACES	322 SPACES
H.C. PARKING REQUIRED	4 SPACES (1 VAN)	4 SPACES (1 VAN)	4 SPACES (1 VAN)	12 SPACES (3 VANS)
H.C. PARKING FURNISHED	5 SPACES (2 VANS)	6 SPACES (2 VANS)	4 SPACES (1 VAN)	15 SPACES (5 VANS)
LOADING PARKING FURNISHED	1 SPACE			1 SPACE



PLANTING PLAN  
Scale: 1" = 20'  
GRAPHIC SCALE  
(IN FEET)

Key	Common Name	Botanical Name	Texas Native	Size	Qty	Notes
Trees-Large Canopy						
T-1	Burr Oak	<i>Quercus macrocarpa</i>	Native	65 gal	1	3" cal min, 7' min height
T-2	Cathedral Live Oak	<i>Quercus virginiana 'Cathedral'</i>	Adapted	65 gal	3	3" cal min, 7' min height
T-3	Italian Cypress	<i>Cupressus sempervirens</i>	Yes	65 gal	7	3" cal min, 7' min height
T-4	Chinese Pistache	<i>Pistacia chinensis</i>	Adapted	65 gal	4	3" cal min, 7' min height
T-5	Elm, Allee Lacebark	<i>Ulmus parvifolia 'Elmer II'</i>	Adapted	65 gal	1	3" cal min, 7' min height
T-6	Autumn Blaze Maple	<i>Acer x freemanii 'Jeffred'</i>	Adapted	65 gal	2	3" cal min, 7' min height
T-7	Live Oak	<i>Quercus virginiana</i>	Native	65 gal	4	3" cal min, 7' min height. Single trunk
				Total	22	
Trees-Small Ornamental						
U-1	Yaupon Holly	<i>Ilex vomitoria</i>	Yes	30 gal	1	1 1/2" cal min, 5' min height
U-2	Natchez Crepe Myrtle	<i>Lagerstroemia indica x fauriei 'Natchez'</i>	Yes	15 gal	1	1 1/2" cal min, 5' min height
U-3	Wax Myrtle Trees	<i>Myrica cerifera</i>	Native	15 gal	12	3" cal min, Multi-trunk; 3 canes minimum; 7' ht.
Evergreen Shrubs / Trees -High Level Screening						
H-1	Cherry Laurel	<i>Prunus caroliniana</i>	Adapted	30 gal	3	3" cal min, 8' min height
H-2	Holly, Nellie R. Stevens or Eastern Red Cedar	<i>Ilex cornuta 'Nellie R. Stevens'</i>	Adapted	30 gal	20	3" cal min, 8' min height
H-3	Magnolia, 'Little Gem'	<i>Magnolia grandiflora 'Little Gem'</i>	Adapted	30 gal	2	3" cal min, 8' min height
H-4	Leyland Cypress	<i>Cupressocyparis leylandii</i>	Adapted	30 gal	12	3" cal min, 8' min height
Shrubs						
S-1	Green Mountain Boxwood	<i>Buxus x 'Green Mountain'</i>	Yes	1 gal	5	1' min height at planting
S-2	Winter Gem Boxwood	<i>Buxus microphylla japonica 'Winter Gem'</i>	Yes	5 gal	6	1' min height at planting
S-3	Dwarf Wax Myrtle	<i>Myrica pusilla</i>	Yes	5 gal	16	1' min height at planting
S-4	Dwarf Burford Holly	<i>Ilex cornuta 'Dwarf Burford'</i>	Yes	5 gal	21	1' min height at planting
S-5	Softleaf Yucca	<i>Yucca recurvifolia</i>		5 gal	9	2' min height at planting
S-6	Indian Hawthorn, Bay Breeze	<i>Rhampholepis indica 'Hines Darkleaf'</i>	Yes	5 gal	4	1' min height at planting
S-7	POTS - TBD, Seasonal flowers				4	
Annuals, Perennials and Ornamental Grasses						
P-1	Feather Reed Grass	<i>Calamagrostis x acutiflora 'Karl Foerster'</i>	Yes	1 gal	111	1' min height at planting
P-2	Berkeley Sedge	<i>Carex divulsa</i>	Yes	1 gal	90	6" min height at planting
	Annuals, Perennials, TBD		Yes	1 gal	400 SF	
Annuals, Perennials and Ornamental Grasses						
G-1	Ground Cover, TBD		Yes		2420 SF	

PLANT LIST



SEE SHEET L-2 FOR NOTES, LANDSCAPE REQUIREMENTS, ETC.



ARCHITECT  
**ARK Architects, Inc.**  
ARCHITECTURE | PLANNING | INTERIORS |  
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7950 S. LEGACY DRIVE SUITE 240,  
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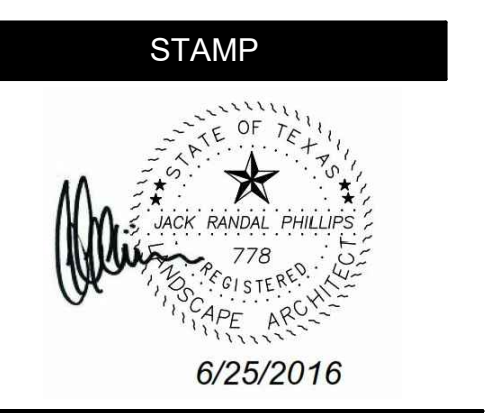
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CIVIL  
**MaRS TRANS USA LLC**  
Bharat Jayswal 469-887-6403  
License # 155027

LANDSCAPE / IRRIGATION  
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LANDSCAPE DESIGN & BUILD  
FRISCO, TX 75035  
TEL-972-639-6745

STRUCTURE  
**STERLING ENGINEERING GROUP OF COMPANIES**  
8025 WEST ROAD  
HOUSTON, TX 77041  
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MEP  
**MEP GREEN DESIGN & BUILD, PLLC.**  
17047 ELCAMINO, SUITE 211  
HOUSTON, TX 77058  
TEL-281-786-1195



ISSUED: 06-1-2028

REVISIONS	
Revision No.	Revision Date

CHECKED BY :  
DRAWN BY :

PROJECT NO.  
1400-XX

SHEET TITLE  
LANDSCAPE PLAN

SHEET NO.  
L1

401 E WINTERGREEN HUTCHINA HUTCHINS, TX

SECTION 02910 - SOIL PREPARATION

PART 1 - GENERAL

A. DESCRIPTION

1. PROVIDE COMPLETE GRADING AND SOIL PREPARATION, INCLUDING AMENDMENTS, AS SPECIFIED HEREIN.
- B. EXAMINATION
  1. EXAMINE SITE TO VERIFY REQUIRED ROUGH GRADING HAS BEEN COMPLETED CORRECTLY PRIOR TO BED PREPARATION WORK.
  2. EXAMINE SITE TO VERIFY THAT ALL INVASIVE PLANTS AND THEIR ROOTS HAVE BEEN REMOVED PRIOR TO BED PREPARATION WORK.
- C. APPROVALS
  1. ALL 'APPROVED EQUAL' MATERIALS MUST BE APPROVED BY LANDSCAPE DESIGNER/ ARCHITECT.

PART 2 - PRODUCTS

- A. MATERIALS
  1. COMPOST:
    - 1.1 DECOMPOSED WOOD PRODUCT OR COMPOST
    - 1.2 SHALL BE SUPPLIED BY: LIVIGN EARTH TECHNOLOGY TX, OR CLEAR FORK MATERIALS, ALEDO, TX, OR APPROVED EQUAL.
  2. FERTILIZERS AND SUPPLEMENTS:
    - 2.1 A 6-2-4 GRANULAR FERTILIZER WITH A WATER SOLUBLE SLOW RELEASE ORGANIC BASE SUCH AS GREENSENSE, OR SUSTANE, OR APPROVED EQUAL.
  3. MULCH
    - 3.1 SHALL BE SHREDDED HARDWOOD MULCH, SHREDDED PINE BARK MULCH, SHREDDED NATIVE MULCH, OR APPROVED EQUAL MUST BE 1" OR 2" TYPE. THE 1"-2" PINE BARK ARE NOT PERMITTED TO BE USED IN BEDS WITHIN 3 FEET OF THE HOTEL AS THE HEAT RELEASE FROM A MULCH FIRE COULD BE SUFFICIENT TO IGNITE THE MATERIALS.
    - 3.2 COMBUSTIBLE GROUND COVER MATERIALS ARE NOT PERMITTED ADJACENT TO THE BUILDING FACADE. ONLY INORGANIC NON-COMBUSTIBLE MATERIALS, SUCH AS BRICK CHIPS, PEA GRAVEL, AND LAVA ROCK. NOT PINE BARK NUGGETS, SHOULD BE PLACED IN BEDS WHICH ARE 3 FEET OF THE FULL HOTEL PERIMETER

PART 3 - EXECUTION

- A. BED PREPARATION AND PREPARATION FOR SOD INSTALLATION
  1. GENERAL
    - 1.1. INSPECT ALL EXISTING CONDITIONS AND OTHER ITEMS OF WORK PREVIOUSLY COMPLETED. DO NOT PROCEED UNTIL DEFECTS ARE CORRECTED.
    - 1.2. INSPECT THAT ALL INVASIVE PLANTS AND THEIR ROOTS HAVE BEEN REMOVED COMPLETELY.
    - 1.3. ALL AREAS TO BE PREPARED WITH ORGANIC TECHNIQUES ONLY.
  2. SHRUB MULCH
    - 2.1 BREAK UP AND TILL EXISTING SOIL TO A DEPTH OF 6 INCHES.
    - 2.2 ADD A 3 INCH LAYER OF COMPOST TO THE BEDS.
    - 2.3 TILL EXISTING SOIL AND COMPOST TOGETHER TO A TOTAL OVERALL DEPTH OF 6 INCHES.
    - 2.4. RAKE OUT ROCKS LARGER THAN 1" DIA. AND CLODS AND FINE GRADE THE BEDS TO DRAIN IN APPROPRIATE DIRECTIONS.
    - 2.5. TOP-DRESS BED WITH A 3 INCH LAYER OF MULCH AFTER PLANTING.
  3. SOD AND SEEDS AREAS:
    - 3.1. LIGHTLY CULTIVATE COMPACTED SOIL AND RAKE THE SOIL SMOOTH.
    - 3.2. ADD 1/2 INCH COMPOST TO ALL AREAS.
    - 3.3. FINE GRADE TO DRAIN IN APPROPRIATE DIRECTIONS.

NOTES  
GENERAL LANDSCAPE

1. LANDSCAPE CONTRACTORS IS RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES AND STRUCTURES WHETHER OR NOT SHOWN ON THE PLANS, AND SHALL BE RESPONSIBLE FOR DAMAGE TO SAID UTILITIES OR STRUCTURES CAUSED BY HIGHER CREW AND SUBCONTRACTORS
2. ALL LAWN AND LANDSCAPE BED AREAS ARE TO BE SEPARATED BY 1/4 GAUGE STEEL EDGINGS UNLESS OTHERWISE NOTED ON THE PLANS.

SECTION 02915 - LANDSCAPE PLANTING

PART 1 - GENERAL

A. SPECIAL CONDITIONS

1. COMPLY WITH APPLICABLE FEDERAL, STATE, COUNTY AND LOCAL REGULATIONS REGULATIONS GOVERNING LANDSCAPE MATERIALS AND WORK.
2. EMPLOY ONLY EXPERIENCE PERSONNEL FAMILIAR WITH REQUIRED WORK. PROVIDE ADEQUATE SUPERVISION BY A QUALIFIED FOREMAN WITH A MINIMUM OF TEN (10) YEARS EXPERIENCE WITH PROJECTS OF SIMILAR COMPLEXITY.
3. DO NOT MAKE SUBSTITUTIONS OF TREE, SHRUB AND GRASS MATERIALS. IF REQUIRED MATERIAL IS NOT OBTAINABLE, SUBMIT PROOF OF NON-AVAILABILITY TO OWNER'S REPRESENTATIVE.
4. PROVIDE QUANTITY, SIZE, GENUS, SPECIES AND VARIETY OF TREES AND SHRUBS INDICATED AND SCHEDULED FOR LANDSCAPE WORK WHICH COMPLY WITH APPLICABLE REQUIREMENTS OF ANSI Z60.1 AMERICAN STANDARD FOR NURSERY STOCK, AND ANY APPLICABLE STATE AND FEDERAL LAWS CONCERNING DISEASE AND INSECT INFESTATION.

B. REFERENCE STANDARDS

1. AMERICAN STANDARDS FOR NURSERY STOCK, APPROVED NOV. 6, 1996 BY AMERICAN NATIONAL STANDARDS INSTITUTE, INC.
2. SHINNERS & MAHLER'S, ILLUSTRATED FLORA OF NORTH CENTRAL TEXAS, BOTANICAL RESEARCH INSTITUTE OF TEXAS (BRIT), FORT WORTH, TEXAS, 1999.
3. HORTUS THIRD, CORNELL UNIVERSITY, 1967.

C. PREPARATION

4. COORDINATION WITH BUILDING AND ENGINEERING PROJECT ACTIVITIES.
5. COORDINATE THE WORK OF THIS SECTION WITH THAT OF REGULAR AND EMERGENCY WATER UTILITY ACTIVITIES ON THE SITE.
6. COORDINATION WITH IRRIGATION SYSTEM:
  - 6.1. THE UNDERGROUND IRRIGATION SYSTEM MUST BE INSTALLED PRIOR TO COMMENCEMENT OF THE PLANTING OPERATIONS.
  - 6.2. THE IRRIGATION SYSTEM SHALL BE OPERATIONAL AT THE TIME THAT PLANTING OPERATIONS COMMENCE.
  - 6.3. COORDINATE WORK WITH THE IRRIGATION CONTRACTOR TO PREVENT DAMAGE TO THE IRRIGATION SYSTEM.

D. ALL PLANT MATERIALS FOR THIS PROJECT SHALL BE NURSERY-GROWN, INCLUDING TREES.

1. CONTAINER GROWN PLANTS SHALL HAVE BEEN STEPPED-UP AS NECESSARY TO PREVENT ROOT GRADING.
  2. CONTAINER GROWN PLANTS SHALL HAVE BEEN IN THE CONTAINER FOR A MINIMUM OF SIX (6) MONTHS PRIOR TO DELIVERY TO THE SITE TO ENSURE ADEQUATE ROOT DEVELOPMENT.
  3. THE 'ROOT FLARE' OF ALL TREES AND SHRUBS SHALL NOT BE COVERED WITH SOIL.
- E. THE FOLLOWING TREE CARE PROCEDURES SHALL BE ADHERED TO:
1. DO NOT MAKE FLUSH CUTS OR LEAVE STUBS WHEN PRUNING. LEAVE THE BRANCH COLLAR INTACT.
  2. DO NOT USE ANY TYPE OF PRUNING PAINT ON WOUNDS.
  3. DO NOT USE ANY TYPE OF TREE WRAP, EXCEPT, TRUNKS MAY BE WRAPPED WITH BURLAP DURING PLANTING OPERATIONS ONLY.
  4. DO NOT STAKE OR GUY ANY TREES. IN SPECIAL CASES, TREE STAKING MAY BE NECESSARY TO PRESERVE A TREE THAT CONTINUES TO BLOW OVER. THE CONTRACTOR WILL BE RESPONSIBLE FOR ANY TREES THAT NEED STAKING FOR A PERIOD OF ONE YEAR.
  5. DO NOT HANDLE ANY TREE BY ITS TRUNK. ANY TREE HANDLED IN SUCH A MANNER SHOULD BE REJECTED.

CONTINUED, PART 1 - GENERAL

F. WARRANTY:

1. UNCONDITIONALLY WARRANT ALL PLANTS FOR A PERIOD OF ONE (1) YEAR AFTER THE DATE OF INSTALLATION INITIAL ACCEPTANCE. REPLACE MATERIALS NOT IN VIGOROUS, THRIVING CONDITION AS SOON AS WEATHER PERMITS AFTER NOTIFICATION BY OWNERS THAT THE PLANTS HAVE DIED OR ARE OTHER WISE NOT ACCEPTABLE. GUARANTEE REPLACEMENT PLANTS FOR ONE YEAR, STARTING FROM THE DATE REPLACEMENT IS MADE.
2. WARRANTY EXCLUDES REPLACEMENT OF PLANTS BECAUSE OF INJURY BY STORM, NATURAL DROUGHT, DROWNING, HAIL, OR FREEZING. IF REASONABLE CARE WAS TAKEN TO ADEQUATELY PROTECT THE MATERIAL, AND IN THE OPINION OF THE OWNER'S REPRESENTATIVE THAT THE PROBLEM OCCURRED AFTER THE DATE OF INITIAL ACCEPTANCE.

PART 3 - EXECUTION

- A. PREPARATION FOR PLANT MATERIAL INSTALLATION
  1. EXAMINE THE SUB-GRADE UPON WHICH THE WORK IS TO BE PERFORMED, VERIFY GRADE ELEVATIONS AND VERIFY THAT BEDS HAVE BEEN LEFT LOW BY OTHER TRADES. OBSERVE THE CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED AND CONFIRM THAT UNSATISFACTORY CONDITIONS HAVE BEEN CORRECTED PRIOR TO PROCEEDING.

- B. TIME FOR PLANTING
  1. CARE IS TO BE TAKEN SO THAT NO PLANTS SIT IN POTS IN THE SUMMER HEAT FOR MORE THAN 1 HOUR. IF PLANTING DURING HOT SEASONS (NOT PREFERRED) PLANTINGS TO BE DONE IN SMALL SECTIONS WITH STOCKPILED PLANTS TO BE PROTECTED FROM THE SUMMER HEAT (SHADE AREAS).

- C. 1. STAKE LOCATIONS FOR TREES PRIOR TO DIGGING HOLES.
  2. DIG PITS WITH ROUGH SIDES AND WHICH HAVE TAPERED WALLS, A MINIMUM OF TWICE THE WIDTH OF THE TREE BALL. A PEDESTAL SHOULD BE LEFT IN THE CENTER OF THE HOLE AND THE TREE BALL SET UPON THAT PEDESTAL.
  3. SET PLANTS IN THE CENTER OF THE HOLE AND ON THE PEDESTAL PLUM AND VERTICAL, AND AT SUCH A DEPTH THAT THE CROWN OF THE TREE BALL WILL BE LEVEL WITH THE SURROUNDING GRADE.
  4. ALL PLANTS SHALL BE SET TO MEET THE SAME RELATIONSHIP TO THE FINISHED GRADE OF THE SURROUNDING SOIL THAT THEY BORE TO PREVIOUS EXISTING GRADE OF SOIL.

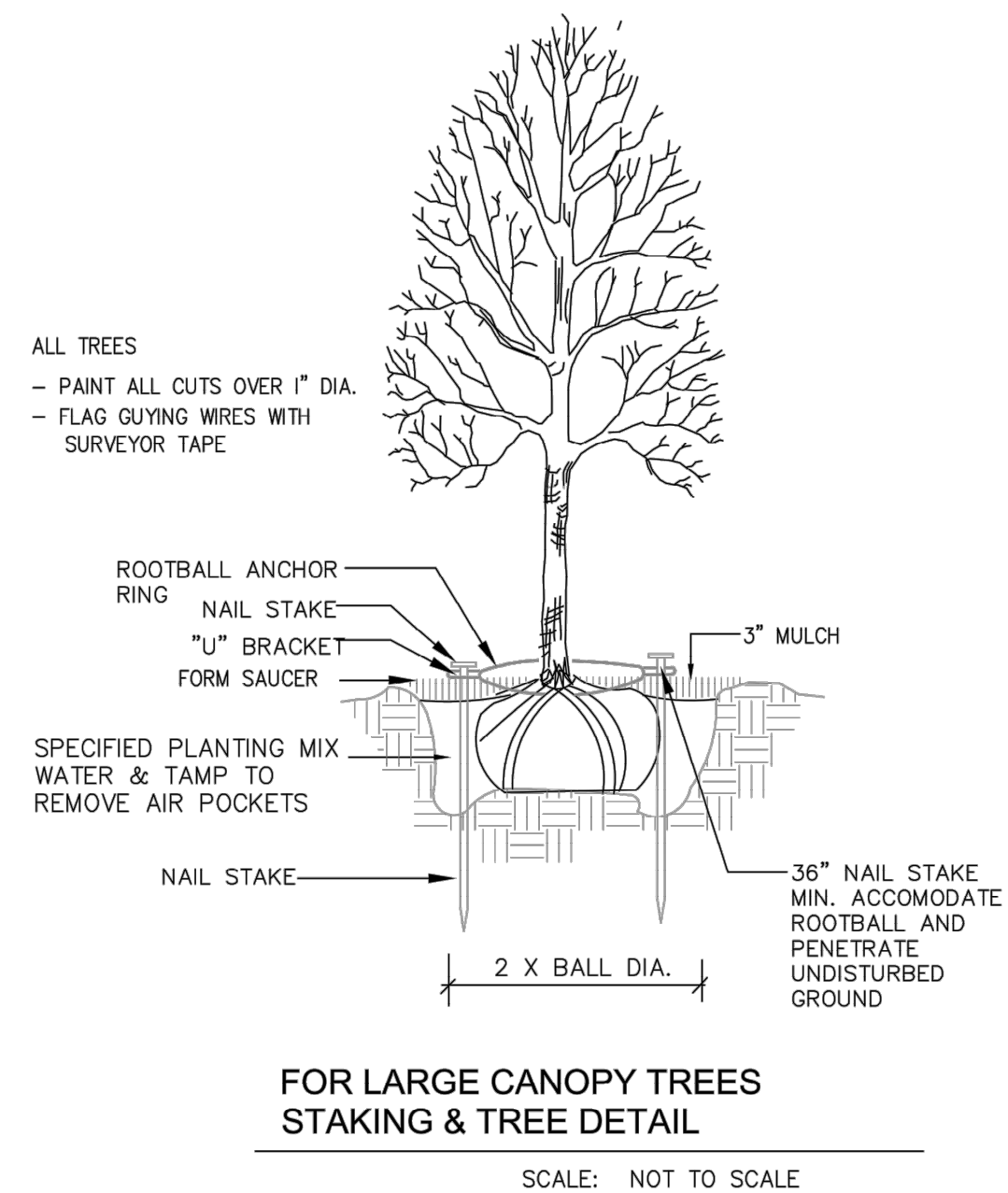
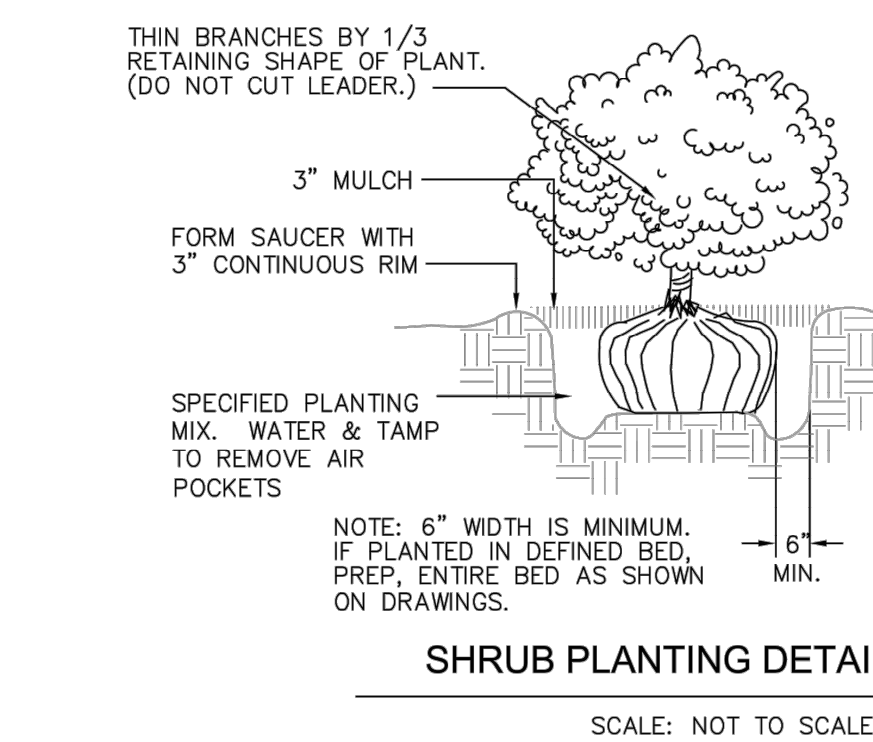
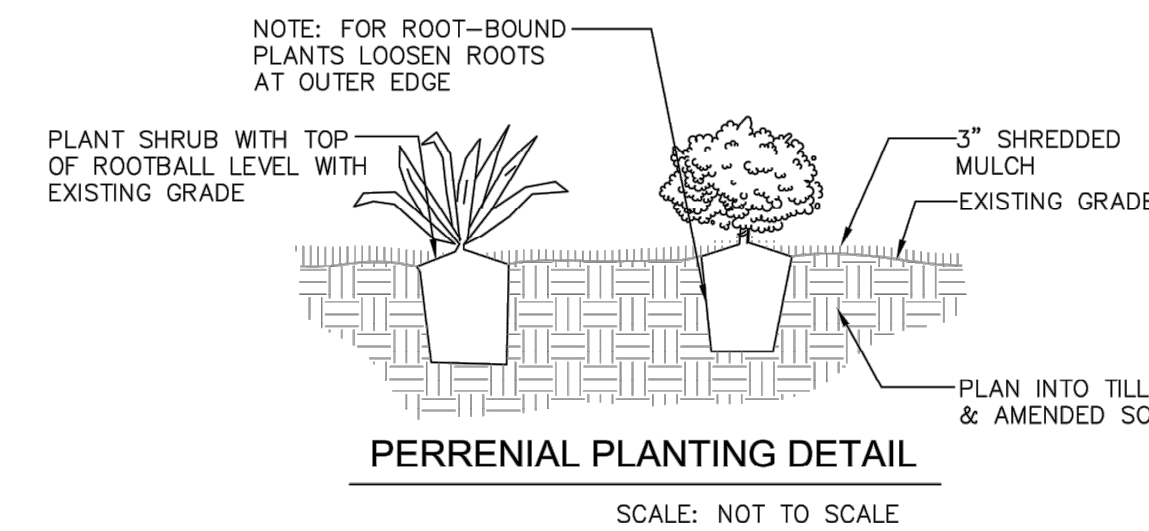
5. BACKFILL WITH EXISTING TOPSOIL AND WATER IMMEDIATELY.
6. FORM AND SHALLOW BASIN SLIGHTLY LARGER THAN THE PIT TO FACILITATE REMOVE PRIOR TO MULCHING.
7. COVER ALL TREE BALLS WITH MINIMUM OF 3 OF SPECIFIED MULCH, EXTEND MULCH OUT TO THE EDGE OF THE TREE PIT, BUT KEEP AWAY FROM TRUNKS.
8. ALL EXCAVATED MATERIAL UNACCEPTABLE FOR REUSE SHALL BE DISPOSED OF OFF SITE, OR AS DIRECTED BY THE OWNER.

- D. SHRUBS, TALL GRASSES AND PERENNIAL PLANTING:
  1. REMOVE CONTAINER AND SET PLANT MATERIAL AT SUCH A LEVEL THAT AFTER SETTLEMENT, THE GROWN OF THE BALL WILL BE AT FINISHED GRADE
  2. GENTLY CUT OUTER ROOTS OF ANY ROOTBALLS THAT HAVE POT-BOUND PRIOR TO INSTALLATION.
  3. COVER PLANTING BEDS WITH MINIMUM 3 LAYER OF SPECIFIED MULCH, SOD PLANTING.

- E. SOD PLANTING:
  1. LAY SOD IN AN ORDERLY MANNER TO COVER ALL BARE SOIL AREAS.
  2. WATER ALL AREAS OF THE SOD UNTIL THOROUGHLY WET.
  3. ROLL SOD WITH A SOD ROLLER AFTER 24 HOURS AFTER LAYING AND WATERING SOD TO OBTAIN A UNIFORM, SMOOTH FINISH.
  4. FILL JOINTS WITH COMPOST IF NECESSARY TO FORM A UNIFORM GRASS LAYER.
  5. KEEP SOD ADEQUATELY WATERED UNTIL SOD MAKES A FORM CONNECTION TO THE SOIL.

- F. SEED PLANTING:
  1. AREAS SHALL BE RAKED TO A DEPTH OF 1/2", SMOOTH AND FREE OF STONES AND DEBRIS.
  2. APPLY SEED EVENLY AT THE RATE RECOMMENDED.
  3. RAKE AND WATER TO ESTABLISH A FIRM CONNECTION OF THE SEED TO THE SOIL.
  4. KEEP SEED AREA MOIST (NOT WET) UNTIL SEED GERMINATES AND GRASS IS APPROX. 1/2" IN HEIGHT.
  5. KEEP AREA ADEQUATELY WATERED UNTIL A STAND OF THE GRASS IS ESTABLISHED.
  6. RE-SEED TO ESTABLISH A THICK STAND OF GRASS IF NECESSARY

END OF SECTION 02915



Jurisdiction of Project

REGULATORY AUTHORITIES:

CITY OF HUTCHINS  
PLANNING AND ZONING  
City Administrative Offices  
321 N. Main Street  
Hutchins, Texas  
972-225-6121

TEXAS DEPARTMENT OF LICENSING AND REGULATION  
ELIMINATION OF ARCHITECTURAL BARRIERS  
E.O. THOMPSON STATE OFFICE BUILDING  
920 COLORADO  
AUSTIN, TEXAS 78701  
(512) 463-3211  
(512) 475-2886 (FAX)

Project Information:

ZONING : HC DISTRICT  
PROPOSED USE : FOUR STOREY HOTEL

Landscaping Requirements

HUTCHINS DEVELOPMENT STANDARDS  
SECTION 34 & 37: LANDSCAPE & SCREENING REQUIREMENTS

- A. TOTAL AREA REQUIREMENT - MIN 10% OF TOTAL SITE AREA (77,408 SF)
 

REQUIRED: 7740.8 SF	PROVIDED: 9800 SF (12.5%)
15% OF THE FRONT STREET YARD (37,500 SF) TO BE LANDSCAPED	
REQUIRED: 6500 SF	PROVIDED: 3700 SF (FRONT) + MITIGATED SIDE & REAR TO MEET THE REQUIREMENT

- B. LANDSCAPE BUFFERS (NO MAJOR THOROUGHFARES OR STREET FRONTAGE)
  - 1) NORTH-EAST SIDE OF THE PROPERTY (HC DISTRICT) - NO SETBACK REQUIRED
  - 2) NORTH-WEST SIDE OF THE PROPERTY (RAIL TRACK) - NO SETBACK REQUIRED
  - PROVIDED: 5' LANDSCAPE BUFFER
  - 3) SOUTH-WEST SIDE OF THE PROPERTY (RESIDENTIAL DISTRICT) - PROVIDED: APPROX. 55' FROM RESIDENTIAL BUILDING LINE
  - 4) SOUTH-EAST SIDE OF THE PROPERTY (HC DISTRICT) - NO SETBACK REQUIRED

- C. PARKING AREA LANDSCAPING
  - 1) REQUIRED: 1 LARGE CANOPY TREE IN EACH PARKING LOT ISLAND WITH AN AVERAGE OF 15 MATURE CROWN SPREAD
  - PROVIDED: 1 LARGE CANOPY TREE OR 2 ORNAMENTAL TREES.
  - 2) 1 LARGE CANOPY TREE WITHIN 60' OF EACH PARKING SPACE
  - PROVIDED: 1 LARGE CANOPY TREE

- E. SCREENING REQUIREMENTS
  - 1) NORTH-WEST SIDE OF THE PROPERTY (RAIL TRACK)
    - REQUIRED: NO SCREENING REQUIRED
    - PROVIDED: 6' HIGH (AT MATURITY) SCREENING SHRUBS
  - 2) SOUTH-WEST SIDE OF THE PROPERTY (RESIDENTIAL ZONING VACANT LOT)
    - REQUIRED: 6' HIGH WALL/ FENCE SCREENING REQUIRED
    - PROVIDED: MINIMUM 6' HIGH METAL FENCE
  - 3) NO SCREENING REQUIRED ON NORTH-EAST & SOUTH-EAST SIDES OF THE PROPERTY

- F. LARGE TREES
  - 1) REQUIRED: A MINIMUM OF 50% OF THE TOTAL TREES FOR THE PROPERTY SHALL BE LARGE TREES.
 

PROVIDED: TOTAL TREES - 36	LARGE TREES: 61% OF THE TOTAL TREES = 22
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G. LANDSCAPE DOES NOT OBSTRUCT TRAFFIC VISIBILITY

H. TREE PRESERVATION & MITIGATION  
NO EXISTING TREES ARE ON SITE

Irrigation Requirements

UNDERGROUND AUTOMATIC SPRINKLING SYSTEM PROVIDED. SYSTEM DESIGNED AND INSTALLED ACCORDING TO TCEQ LAWS AND REGULATIONS PROVIDING FOR 100% COVERAGE ON ALL LANDSCAPE AND TURF. THE SYSTEM SHALL INCLUDE FREEZE AND MOISTURE SENSORS.



ARCHITECT

**ARK Architects, Inc.**  
| ARCHITECTURE |  
| PLANNING | INTERIORS |  
ONE LEGACY WEST TOWER  
7950 S. LEGACY DRIVE SUITE 240,  
PLANO, TEXAS 75034  
PHONE: (469) 592-7370

OWNER



ARMI HOLDING LP  
270 PADDOCK TRAIL  
FAIRVIEW, TX 75069

CIVIL

**MaRS TRANS USA LLC**  
Bharat Jayswal 469-887-6403  
License # 155027

LANDSCAPE / IRRIGATION

DEEPA DESIGNSCAPE, LLC  
LANDSCAPE DESIGN & BUILD  
FRISCO, TX 75035  
TEL-972-639-6745

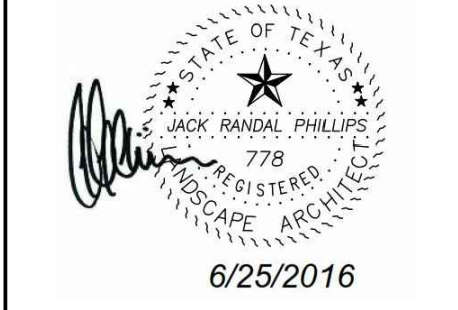
STRUCTURE

STERLING ENGINEERING GROUP OF  
COMPANIES 8025 WEST ROAD  
HOUSTON, TX 77041  
TEL-281-583-7088

MEP

MEP GREEN DESIGN & BUILD, PLLC.  
17047 ELCAMMO, SUITE 211  
HOUSTON, TX 77058  
TEL-281-786-1195

STAMP



ISSUED: 06-1-2028

REVISIONS

Revision No.	Revision Date

CHECKED BY :

DRAWN BY :

PROJECT NO.

1400-XX

SHEET TITLE

LANDSCAPE  
DETAILS

SHEET NO.

L2

401 E WINTERGREEN HUTCHINA

HUTCHINS, TX



# STAFF REPORT

**MEETING DATE:** 6/2/2025

**MEETING TYPE:** CITY COUNCIL

**SUBMITTED BY:** S. HICKSON

**AGENDA CAPTION:** Discuss and consider Resolution R2025-06-1263 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS ADOPTING THE DALLAS COUNTY 2025 HAZARD MITIGATION ACTION PLAN; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Stacey Hickson, Fire Chief

**Background Information:** The City of Hutchins would be joining several other cities in Dallas County to be a part of the Dallas County HMAP

**Budget Implications** None

**Operational Impact** The Dallas County Hazard 2025 Mitigation Action Plan, identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the City of Hutchins from the impacts of future hazards and disasters

**Legal Review** N/A

**Staff Recommendation** Staff recommends the approval of the Dallas County HMAP.

**Supporting Documentation and Attachments** Attached

CITY OF HUTCHINS, TEXAS  
RESOLUTION NO. R2025-06-1263

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS  
ADOPTING THE DALLAS COUNTY 2025 HAZARD MITIGATION ACTION  
PLAN; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Hutchins recognizes the threat that natural hazards pose to people and property within the City of Hutchins; and

WHEREAS, the County of Dallas has prepared a multi-hazard mitigation plan, hereby known as Dallas County 2025 Hazard Mitigation Action Plan, in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Dallas County Hazard 2025 Mitigation Action Plan, identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the City of Hutchins from the impacts of future hazards and disasters; and

WHEREAS, the Hutchins City Council's adoption demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Dallas County 2025 Hazard Mitigation Action Plan.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF HUTCHINS, TEXAS,  
THAT:

The Hutchins City Council adopts the Dallas County Hazard 2025 Mitigation Action Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

DULY RESOLVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS,  
TEXAS, THIS 2nd DAY OF JUNE 2025.

APPROVED

\_\_\_\_\_  
Mario Vasquez, Mayor

ATTEST

\_\_\_\_\_  
Cynthia Olguin, City Secretary



# STAFF REPORT

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<b>MEETING DATE:</b>	June 2, 2025
<b>MEETING TYPE:</b>	Regular Council Meeting
<b>SUBMITTED BY:</b>	Chief Perry
<b>AGENDA CAPTION:</b>	Discuss and consider Ordinance 2025-06-1208 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES, BY AMENDING CHAPTER 2, ARTICLE II, ENTITLED "BOARDS AND COMMISSIONS," BY ADDING A NEW DIVISION 9, ENTITLED "FRIENDS OF THE HUTCHINS ANIMAL SERVICES"; ESTABLISHING THE COMPOSITION, QUALIFICATIONS, DUTIES AND RESPONSIBILITIES OF THE FRIENDS OF THE COLONY ANIMAL SERVICES BOARD; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by Steve Perry, Police Chief

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## **Background Information**

Texas Health and Safety Code Sec. 823.005, advisory committee, requires that the governing body of a county or municipality in which an animal shelter is located shall appoint an advisory committee to assist in complying with the requirements of this chapter. The advisory committee must be composed of at least one licensed veterinarian, one county or municipal official, one person whose duties include the daily operation of an animal shelter, and one representative from an animal welfare organization. The advisory committee shall meet at least three times a year.

## **Budget Implications**

N/A

## **Operational Impact**

Passage of this ordinance and the establishment of a board ensures that we are complying with State Law.

## **Legal Review**

Created by City Attorney Joe Gorfida

**Staff Recommendation**

Staff recommends approval of the ordinance creating the animal advisory board.

**Supporting Documentation and Attachments**

Staff Report

Ordinance

**CITY OF THE HUTCHINS, TEXAS  
ORDINANCE NO. 2025-06-1208**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AMENDING THE CODE OF ORDINANCES, BY AMENDING CHAPTER 2, ARTICLE II, ENTITLED “BOARDS AND COMMISSIONS,” BY ADDING A NEW DIVISION 9, ENTITLED “FRIENDS OF THE HUTCHINS ANIMAL SERVICES”; ESTABLISHING THE COMPOSITION, QUALIFICATIONS, DUTIES AND RESPONSIBILITIES OF THE FRIENDS OF THE COLONY ANIMAL SERVICES BOARD; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the City Council of the City of Hutchins, Texas, finds and determines it is in the best interest of the City to establish the Friends of The Hutchins Animal Services board as a board of the City of Hutchins, Texas, for the purpose of advising, assisting, sponsoring, and promoting activities that bolster the animal shelter and animal services for the City of Hutchins, Texas.

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

**SECTION 1.** That the findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**SECTION 2.** That the Code of Ordinances of the City of Hutchins, Texas be, and the same is, hereby amended by amending Chapter 2, Article II, entitled “Boards and Commissions”, by adding a new division 9, entitled “Friends of The Hutchins Animal Services,” which shall read as follows:

**“DIVISION 9. FRIENDS OF THE COLONY ANIMAL SERVICES**

**Sec. 2-298. Advisory board created; purpose.**

There is hereby created the Friends of The Hutchins Animal Services advisory board. The board shall act in an advisory capacity to the city council with respect to matters concerning regulations for adoption by the city council and recommendations concerning the City of Hutchins Animal Shelter and animal services throughout the City.

**Sec. 2-2981. Composition; qualifications.**

The board shall consist of a board not to exceed seven (7) members appointed by the City Council. Members shall be persons who have a diverse interest in and knowledge about the city including the animal shelter and animal services. Not more than two (2) members may be non-

residents of the City due to their experience and/or qualifications.

**Sec. 2-2982. Duties, operational rules and procedures.**

The board shall have the following powers and perform the following duties.

- (1) The board shall meet to discuss ideas that will help ensure the animal shelter is in compliance with the state department of health rules pertaining to animal shelters.
- (2) The board shall meet to make recommendations to the police chief or his designee for the betterment of the community concerning operations, policies, procedures, new programs, and the improvement of existing programs.
- (3) The board shall meet at least three (3) times each year.

**Secs. 2-299 – 2.300. Reserved.”**

**SECTION 3.** If any section, article paragraph, sentence, clause, phrase or word in this ordinance, or application thereto any persons or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION 4.** That all provisions of the Ordinances of the City of Hutchins, Texas, in conflict with the provisions of this ordinance be, and the same are hereby amended, repealed, and all other provisions of the Ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 5.** This Ordinance shall become effective from and after its date of passage in accordance with law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF THE COLONY, TEXAS, THIS 2nd day of June 2025.**

APPROVED:

\_\_\_\_\_  
Mario Vasquez, Mayor

**ATTEST:**

\_\_\_\_\_  
Cynthia Olguin, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
/s/Joe Gorfida, City Attorney



# STAFF REPORT

**MEETING DATE:** June 02, 2025

**MEETING TYPE:** City Council

**SUBMITTED BY:** Mamun Yusuf

**AGENDA CAPTION:** Discuss and consider Resolution R2025-06-1264 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE SUBMISSION OF A PROJECT/ACTIVITY APPLICATION TO DALLAS COUNTY FOR FUNDING UNDER THE FISCAL YEARS 2025-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) PROGRAM FOR SPECIFIC PROJECTS THE CITY WISHES TO FUND THROUGH THE CDBG PROGRAM; AUTHORIZING THE MAYOR TO EXECUTE IMPLEMENTATION AGREEMENTS WITH DALLAS COUNTY FOR THE CDBG PROJECTS; DESIGNATING THE CITY ADMINISTRATOR OR HIS DESIGNEE AS A REPRESENTATIVE FOR ALL MATTERS RELATED TO THE PROJECTS; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: Mamun Yusuf, Director of Public Works

**Background Information**

On May 06, 2025, City Administrator Jim Quin was notified by Dallas County CDBG Program Manager Rachael Brown that Dallas County has received from HUD the CDBG funding amounts for FY2025.

CDBG funding is provided on an every-other-year allocation basis for each of its participating CDBG cities.

For the City of Hutchins' FY 2025 Dallas County CDBG Project/Activity Application, the City's submitted application identified the following project/activities:

2-year continued funding for a Code Enforcement Officer - \$120,000

Wastewater collection system MH Rehabilitation - \$209,000

**Budget Implications** - N/A

**Operational Impact** - N/A

**Legal Review** - N/A

**Staff Recommendation**

Staff recommend approving resolution R2025-06-1264

**Supporting Documentation and Attachments**

**CITY OF HUTCHINS, TEXAS  
RESOLUTION NO. R2025-06-1264**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, AUTHORIZING THE SUBMISSION OF A PROJECT/ACTIVITY APPLICATION TO DALLAS COUNTY FOR FUNDING UNDER THE FISCAL YEARS 2025-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) PROGRAM FOR SPECIFIC PROJECTS THE CITY WISHES TO FUND THROUGH THE CDBG PROGRAM; AUTHORIZING THE MAYOR TO EXECUTE IMPLEMENTATION AGREEMENTS WITH DALLAS COUNTY FOR THE CDBG PROJECTS; DESIGNATING THE CITY ADMINISTRATOR OR HIS DESIGNEE AS A REPRESENTATIVE FOR ALL MATTERS RELATED TO THE PROJECTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS** Dallas County has determined that the City of Hutchins is eligible to receive Community Development Block Grant (“CDBG”) funding for projects submitted for the fiscal year 2025 CDBG program; and

**WHEREAS**, the City has identified two (2) projects for which CDBG funds will be used to finance all or part of the project, including code enforcement position (\$120,000) and wastewater collection system MH Rehabilitation (\$209,000); and

**WHEREAS** fiscal year 2025 CDBG funding for projects/activities will not become available until after October 1, 2025; and

**WHEREAS** it is necessary and in the best interest of the City of Hutchins to apply for CDBG funds through Dallas County,

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

**SECTION 1.** For and on behalf of the Governing Body, the Mayor is authorized to execute and submit all necessary documents to request and receive CDBG funds under the Dallas County CDBG program, as set forth in Exhibit A, with such funds to be applied to the following projects:

- Code Enforcement Position
- Wastewater Collection System MH Rehabilitation

**SECTION 2.** For and on behalf of the Governing Body, the City Administrator, or his designee, shall act as the City’s authorized representative in all matters related to the application and provide assurances that all requirements of the FY 2025 CDBG Program are observed.

**SECTION 3.** This Resolution shall become effective immediately from and after its passage and it is accordingly so resolved.

**DULY RESOLVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, THIS 2nd DAY OF JUNE 2025.**

**APPROVED:**

\_\_\_\_\_  
Mario Vasquez, Mayor

**ATTEST:**

\_\_\_\_\_  
Cynthia Olguin, City Secretary

**EXHIBIT "A"**

**"FY 2025 DALLAS COUNTY CDBG PROJECT/ACTIVITY APPLICATIONS"**



**CDBG**

# FY2025 DALLAS COUNTY CDBG PROJECT/ACTIVITY APPLICATION



**Due: Tuesday, June 3, 2025 by  
4:00 P.M.**

*Each project/activity must be on a separate application.*

<b>CITY</b>	Hutchins
<b>CITY ADDRESS</b>	321 N. Main Street
<b>CITY ZIP CODE</b>	75141
<b>TITLE OF PROJECT/ACTIVITY</b>	Hutchins Code Enforcement Officer

- (1.) Number of beneficiaries 5,566
- (2.) Percentage of beneficiaries that are low/moderate income 64.1%
- (3.) How was number of beneficiaries/percentage of beneficiaries being low/moderate income calculated?  
 by a survey conducted on \_\_\_\_\_  
 by census data \_\_\_\_\_  
 other, explain \_\_\_\_\_
- (4.) Please provide below the required information for the project:  
Census Tract 169.02 Block Group \_\_\_\_\_  
Census Tract \_\_\_\_\_ Block Group \_\_\_\_\_  
Census Tract \_\_\_\_\_ Block Group \_\_\_\_\_  
Census Tract \_\_\_\_\_ Block Group \_\_\_\_\_
- (5.) Identify which national CDBG objective this project addresses:  
 primarily assists low/moderate income  
 eradicates blight  
 eliminates community-threatening condition

(6.) Is the service area for this project city-wide?  
 Yes  
 No If no, a **map** with the project’s service area boundaries clearly marked must be attached. In addition, for capital improvement projects, **the map must clearly show the location of the project and its beginning and ending points.**

(7.) Describe proposed project: This description should specifically explain what will be undertaken, where it will occur, why it needs to be undertaken, and what problems it will solve. **Please be very specific in the description.** If, for instance, the proposed project involves improving a road or replacing a water line, be sure to state that the project will cover a certain amount of linear feet from Point A to Point B; any problems with the road/line, etc.

**CONTINUED FUNDING OF A CODE ENFORCEMENT OFFICER**

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(8.) Project represents:  
 new project/activity  
 continuation of an on-going activity such as code enforcement **(please note that all “continuation projects” must have a fully-completed application; please do not use verbiage such as “same as last year” or “refer to previous application”)**

completion of an existing project, such as a capital improvement project, that has received funding in the past, but still needs additional funding in order to be constructed **(please note that all “completion of existing projects” must have a fully-completed application; please do not use verbiage such as “same as last year” or “refer to previous application”)**

(9.) Attach a line-item budget for the proposed project/activity. Describe within this budget how proposed costs are derived. **If the project is for a code program, please be sure that the provided budget is for two years.** For capital improvement projects, also provide itemized costs and quantities for such components including, but not limited to, right-of-way/easement acquisition, surveying/engineering design, utility relocation, construction

management, materials, and permits/fees. Where possible for capital improvement projects, have the estimates provided by a licensed professional engineer.

Subproject A:

(10.) Describe how project/activity is to be funded:

- FY2025 CDBG funding being allocated \$120,000
- CDBG funding from completed/canceled projects now being reallocated \_\_\_\_\_
- Non-CDBG funding that has been allocated \_\_\_\_\_
- Additional funding still needed \_\_\_\_\_

**TOTAL BUDGET \$120,000**

\*

(11.) If carry-over CDBG funding from previous projects is going to be used, identify the previous projects from which this funding is being reallocated and the amounts being reallocated (please note that carryover funds are not available until the project is officially completed and all outstanding invoices have been paid).

NA  
\_\_\_\_\_  
\_\_\_\_\_

(12.) If non-CDBG funding is to be used, please describe whether the source of this funding (e.g.--City bond funds, City revenues, state/federal grant, private funding, etc.) has already been secured or when such funding will become available.

NA  
\_\_\_\_\_  
\_\_\_\_\_

(13.) If additional funding will still be needed, describe how additional funding will be provided (i.e., through future CDBG funds, city bond program, etc.).

NA  
\_\_\_\_\_  
\_\_\_\_\_

(14.) Describe what portions of the project, to the extent applicable, that will be implemented/ managed by the County, the City, another organization, or some combination of these entities.

100% by the City of Hutchins

(16.) What amount is being proposed for design? NA

(16.) When will design start and when will design be completed? NA

(17.) Proposed start date for implementing project October 1, 2025

(18.) Proposed completion date September 30, 2027

<b>Project Title</b>	Hutchins Code Enforcement Officer
<b>Project Address</b>	321 N. Main St., Hutchins, Texas
<b>Project Zip Code</b>	75141

<b>City Contact Person for Project</b>	Mamun Yusuf, P.E.
<b>Contact Person Title</b>	Director of Public Works
<b>Contact Person's Phone Number</b>	(214) 538-7778
<b>Contact Person E-mail Address</b>	myusuf@cityofhutchins.org
<b>Contact Person's Signature</b>	<i>Mamun Yusuf</i>
<b>Authorized Person Name (Mayor/City Manager, etc)</b>	James Quin



**CDBG**

# FY2025 DALLAS COUNTY CDBG PROJECT/ACTIVITY APPLICATION



**Due: Tuesday, June 3, 2025 by  
4:00 P.M.**

*Each project/activity must be on a separate application.*

<b>CITY</b>	Hutchins
<b>CITY ADDRESS</b>	321 N. Main Street
<b>CITY ZIP CODE</b>	75141
<b>TITLE OF PROJECT/ACTIVITY</b>	Wastewater Collection System Manholes Rehabilitation

- (1.) Number of beneficiaries 5,566
- (2.) Percentage of beneficiaries that are low/moderate income 64.1%
- (3.) How was number of beneficiaries/percentage of beneficiaries being low/moderate income calculated?  
 by a survey conducted on \_\_\_\_\_  
 by census data \_\_\_\_\_  
 other, explain \_\_\_\_\_
- (4.) Please provide below the required information for the project:  
Census Tract 169.02 Block Group \_\_\_\_\_  
Census Tract \_\_\_\_\_ Block Group \_\_\_\_\_  
Census Tract \_\_\_\_\_ Block Group \_\_\_\_\_  
Census Tract \_\_\_\_\_ Block Group \_\_\_\_\_
- (5.) Identify which national CDBG objective this project addresses:  
 primarily assists low/moderate income  
 eradicates blight  
 eliminates community-threatening condition

- (6.) Is the service area for this project city-wide?
  - Yes
  - No If no, a **map** with the project’s service area boundaries clearly marked must be attached. In addition, for capital improvement projects, **the map must clearly show the location of the project and its beginning and ending points.**

- (7.) Describe proposed project: This description should specifically explain what will be undertaken, where it will occur, why it needs to be undertaken, and what problems it will solve. **Please be very specific in the description.** If, for instance, the proposed project involves improving a road or replacing a water line, be sure to state that the project will cover a certain amount of linear feet from Point A to Point B; any problems with the road/line, etc.

As per City’s SSOI plan, the city established a manhole rehabilitation program to address the increased inflow and infiltration of stormwater during heavy rain events. The City’s proposed Subproject B will provide wastewater collection system manholes rehabilitations within the older section of the city (south of Lancaster-Hutchins Road and west IH 45) to address inflow and infiltration problems that occur within this section of the city.

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- (8.) Project represents:
  - new project/activity
  - continuation of an on-going activity such as code enforcement **(please note that all “continuation projects” must have a fully-completed application; please do not use verbiage such as “same as last year” or “refer to previous application”)**
  - completion of an existing project, such as a capital improvement project, that has received funding in the past, but still needs additional funding in order to be constructed **(please note that all “completion of existing projects” must have a fully-completed application; please do not use verbiage such as “same as last year” or “refer to previous application”)**

(9.) Attach a line-item budget for the proposed project/activity. Describe within this budget how proposed costs are derived. **If the project is for a code program, please be sure that the provided budget is for two years.** For capital improvement projects, also provide itemized costs and quantities for such components including, but not limited to, right-of-way/easement acquisition, surveying/engineering design, utility relocation, construction management, materials, and permits/fees. Where possible for capital improvement projects, have the estimates provided by a licensed professional engineer.

Subproject A:

(10.) Describe how project/activity is to be funded:

- FY2025 CDBG funding being allocated \$209,000
- CDBG funding from completed/canceled projects now being reallocated \_\_\_\_\_
- Non-CDBG funding that has been allocated \_\_\_\_\_
- Additional funding still needed \_\_\_\_\_

**TOTAL BUDGET** \$209,000

\*

(11.) If carry-over CDBG funding from previous projects is going to be used, identify the previous projects from which this funding is being reallocated and the amounts being reallocated (please note that carryover funds are not available until the project is officially completed and all outstanding invoices have been paid).

NA  
\_\_\_\_\_  
\_\_\_\_\_

(12.) If non-CDBG funding is to be used, please describe whether the source of this funding (e.g.--City bond funds, City revenues, state/federal grant, private funding, etc.) has already been secured or when such funding will become available.

NA  
\_\_\_\_\_  
\_\_\_\_\_

(13.) If additional funding will still be needed, describe how additional funding will be provided (i.e., through future CDBG funds, city bond program, etc.).

NA

---

(14.) Describe what portions of the project, to the extent applicable, that will be implemented/ managed by the County, the City, another organization, or some combination of these entities.

100% by the City of Hutchins

(16.) What amount is being proposed for design? NA

(16.) When will design start and when will design be completed?

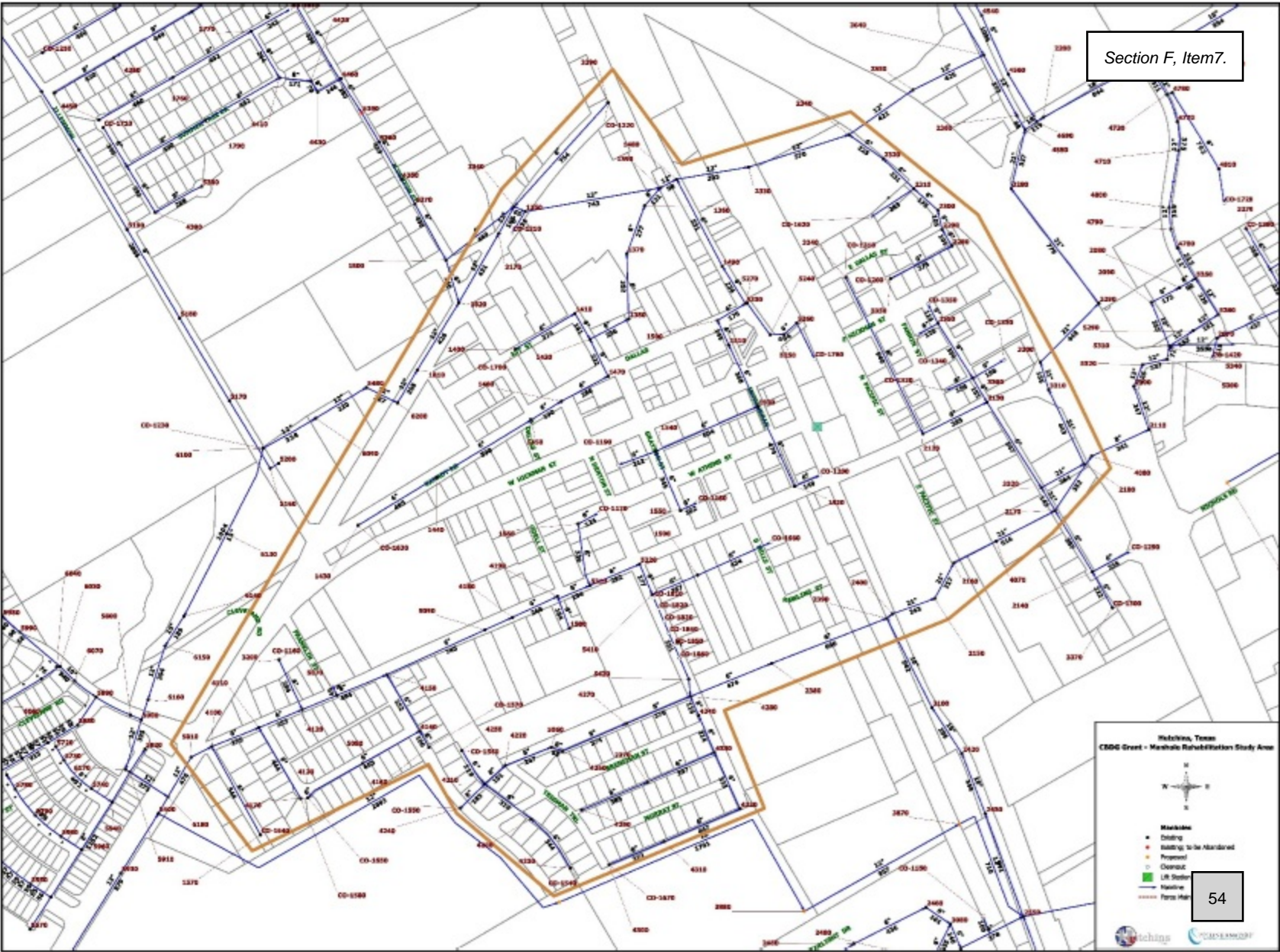
(17.) Proposed start date for implementing project October 1, 2025

(18.) Proposed completion date September 2027

<b>Project Title</b>	Wastewater Collection Sys. MH Rehabilitation
<b>Project Address</b>	Hutchins, Texas
<b>Project Zip Code</b>	75141

<b>City Contact Person for Project</b>	Mamun Yusuf, P.E.
<b>Contact Person Title</b>	Director of Public Works
<b>Contact Person's Phone Number</b>	(214) 538-7778
<b>Contact Person E-mail Address</b>	myusuf@cityofhutchins.org
<b>Contact Person's Signature</b>	<i>Mamun Yusuf</i>
<b>Authorized Person Name (Mayor/City Manager, etc)</b>	James Quin

Section F, Item 7.



Houston, Texas  
CEMG Grant - Marshalls Park Station Study Area



- Manholes**
- Existing
  - Existing to be Abandoned
  - Proposed
  - Open/Clean
- Lift Station**
- Lift Station
- Utility Lines**
- Water
  - Sewer
- Other**
- Prop. Man