

City Council Work Session Handouts

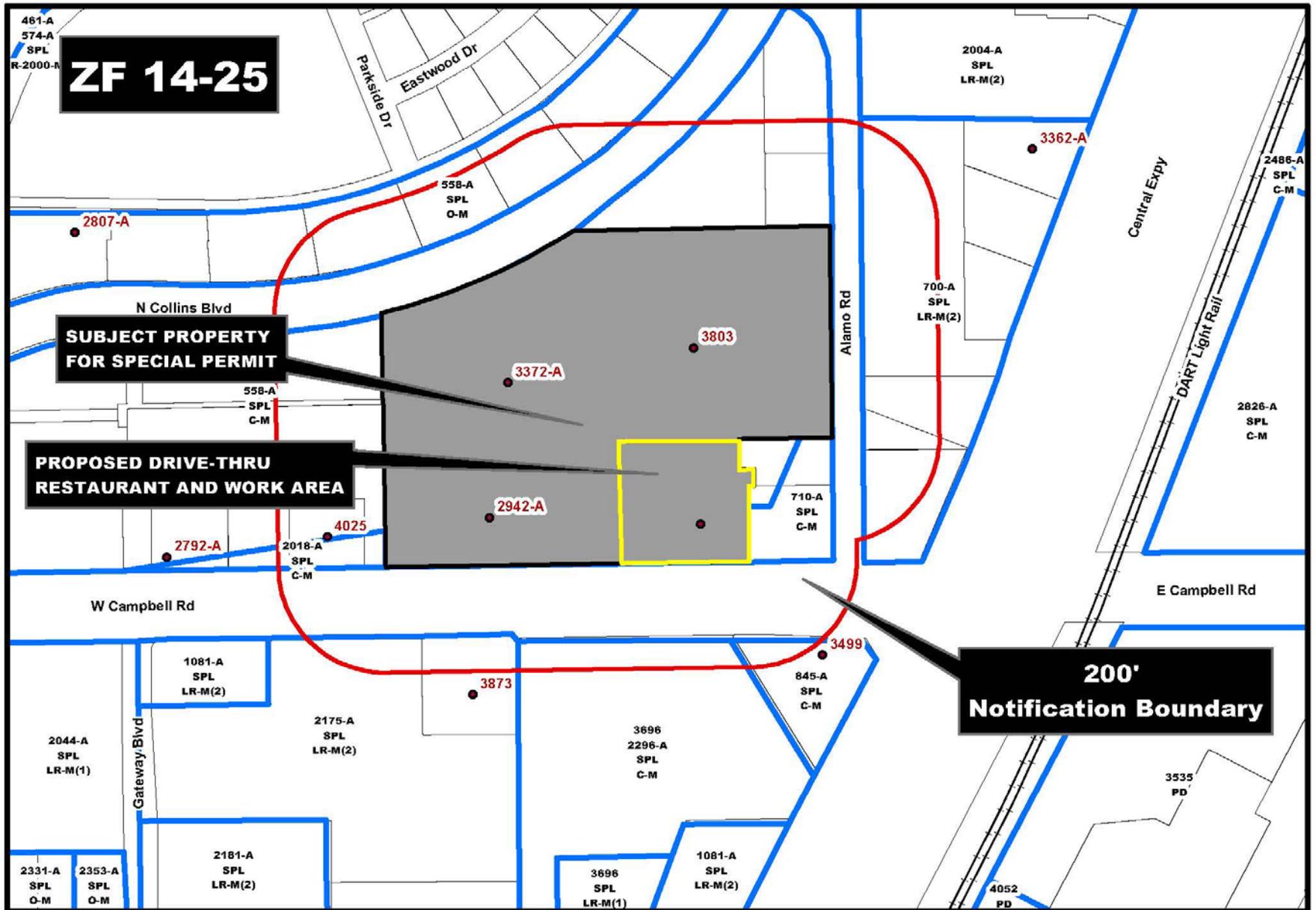
September 22, 2014

- I. Review and Discuss Zoning File 14-25
- II. Review and Discuss Sign Control Board Case 14-13 and 14-14
- III. Review and Discuss a Draft Charge of Responsibilities to the Charter Review Commission
- IV. Review and Discuss the Proposed Farmer's Market Regulations
- V. Review and Discuss Richardson's Ranking on "America's 50 Best Cities to Live" by 24/7 Wall St.

Agenda Item 5

ZF 14-25 Special Permit

Drive-thru restaurant (Pollo Tropical)

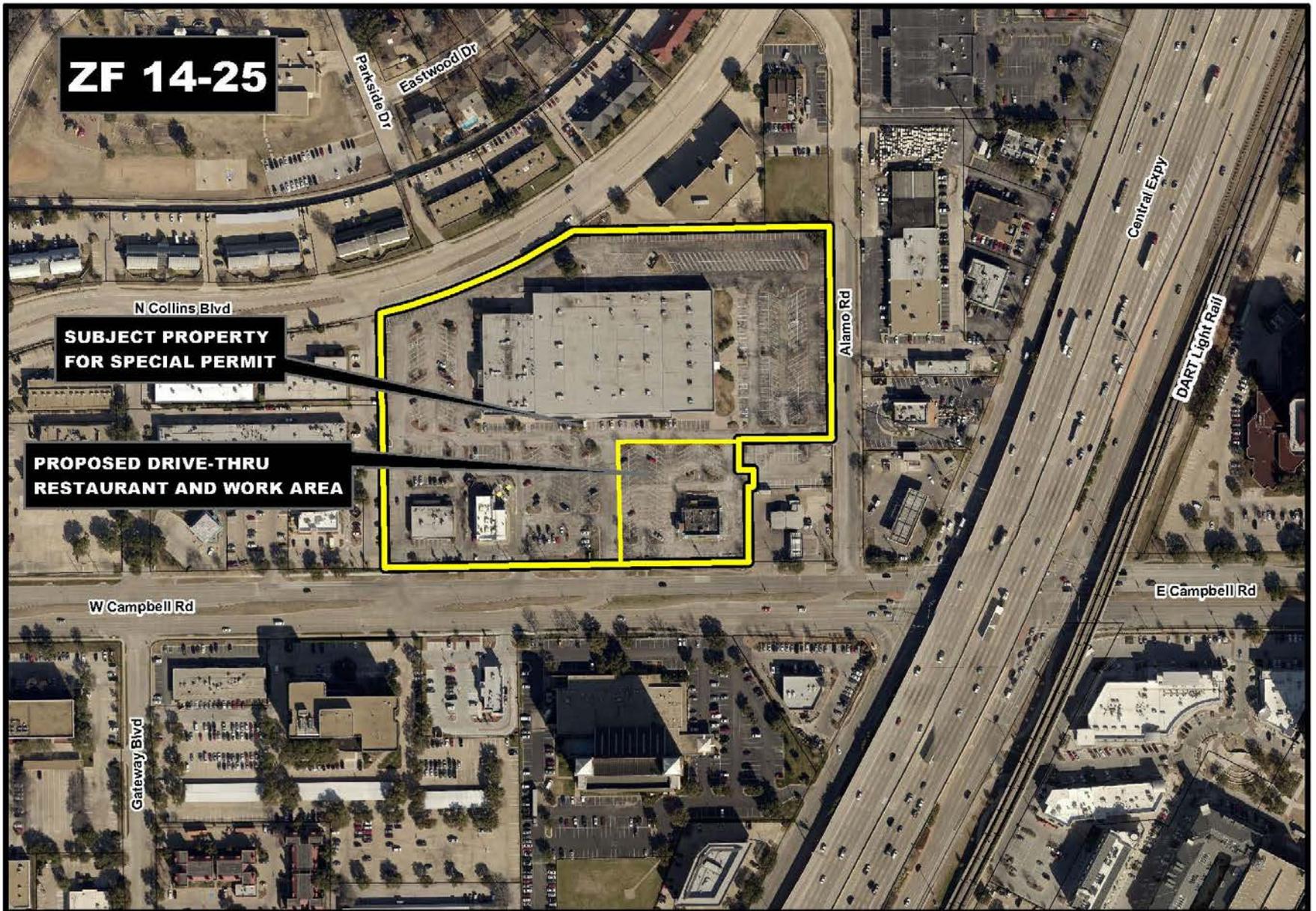


ZF 14-25 Notification Map

Updated By: shacklettc, Update Date: August 15, 2014
 File: DSM\mapping\Cases\Z\2014\ZF1425\ZF1425 notification.mxd

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.





ZF 14-25

**SUBJECT PROPERTY
FOR SPECIAL PERMIT**

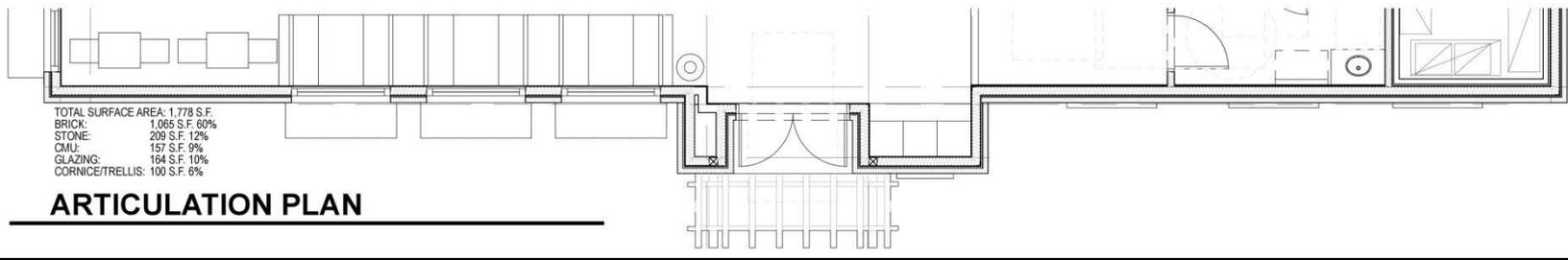
**PROPOSED DRIVE-THRU
RESTAURANT AND WORK AREA**

ZF 14-25 Aerial Map

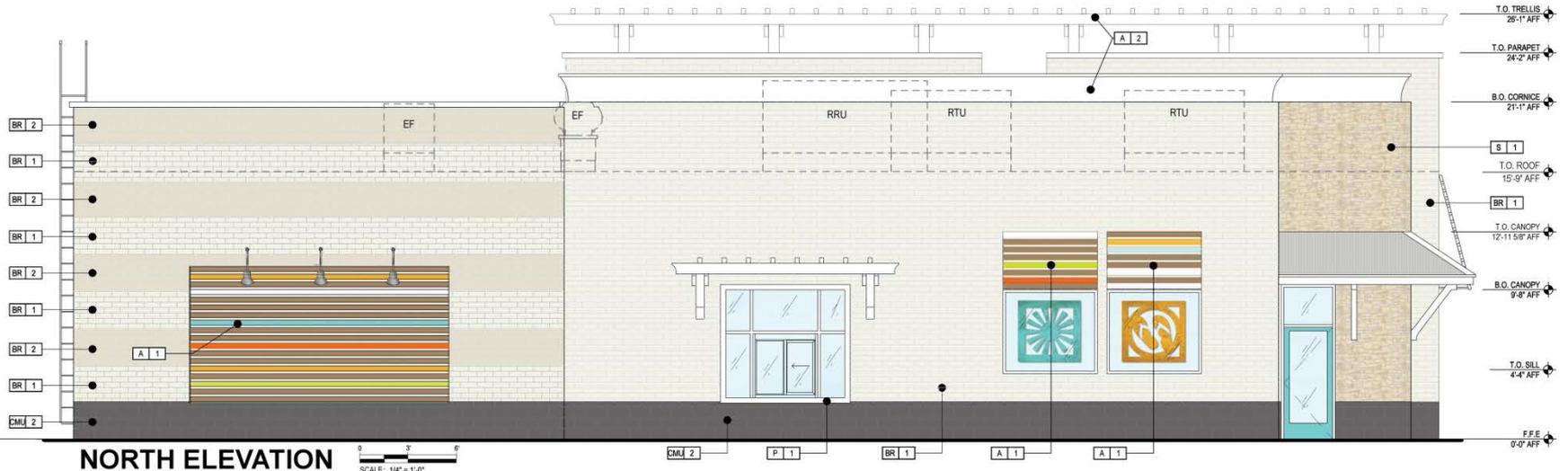
Updated By: shacklettc, Update Date: August 15, 2014
File: DSI\mapping\Cases\Z12014\ZF1425\ZF1425.ortho.mxd

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



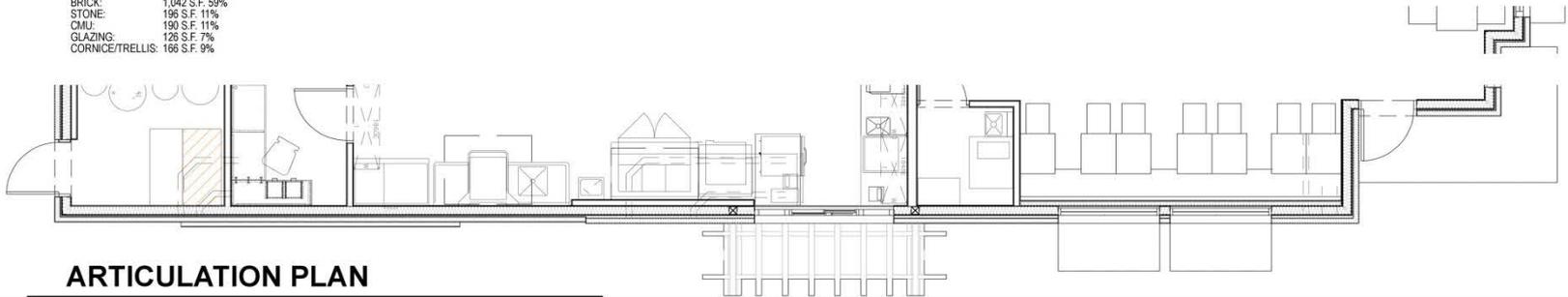


South Elevation

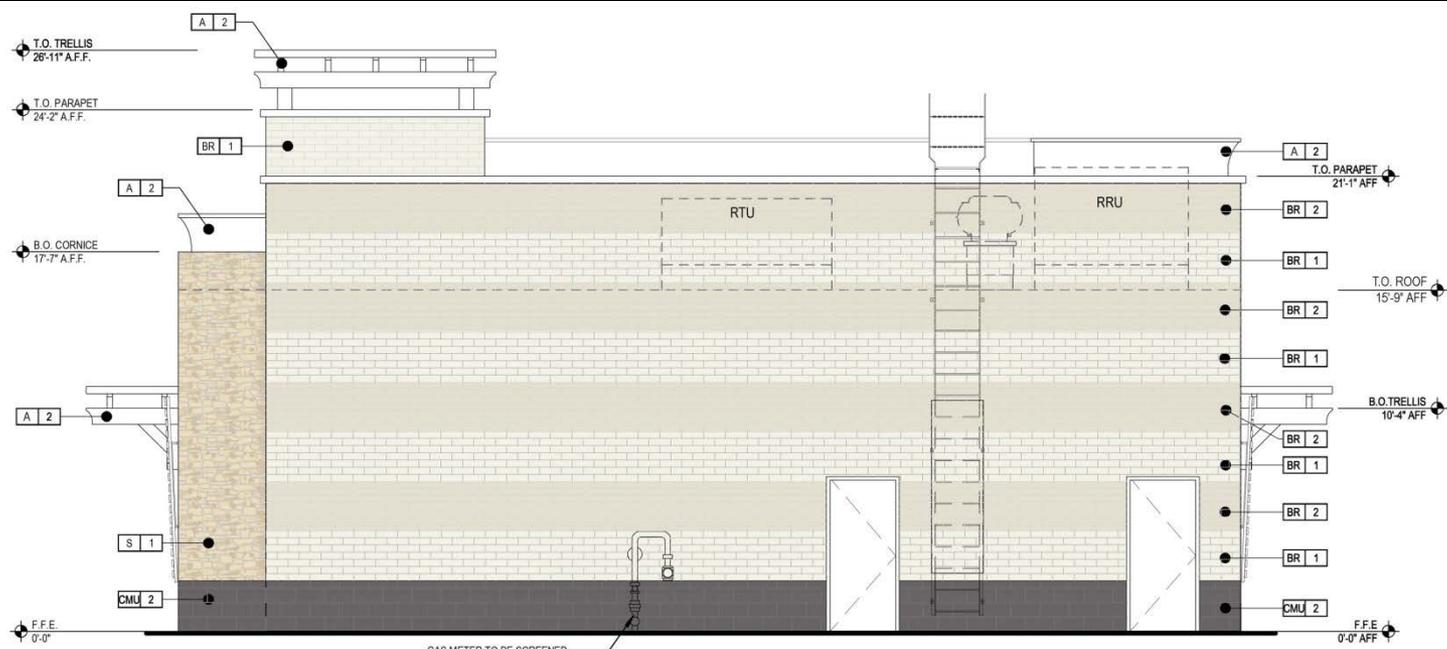


NORTH ELEVATION

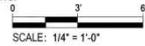
TOTAL SURFACE AREA: 1,778 S.F.
 BRICK: 1,042 S.F. 59%
 STONE: 196 S.F. 11%
 CMU: 190 S.F. 11%
 GLAZING: 126 S.F. 7%
 CORNICE/TRELLIS: 166 S.F. 9%



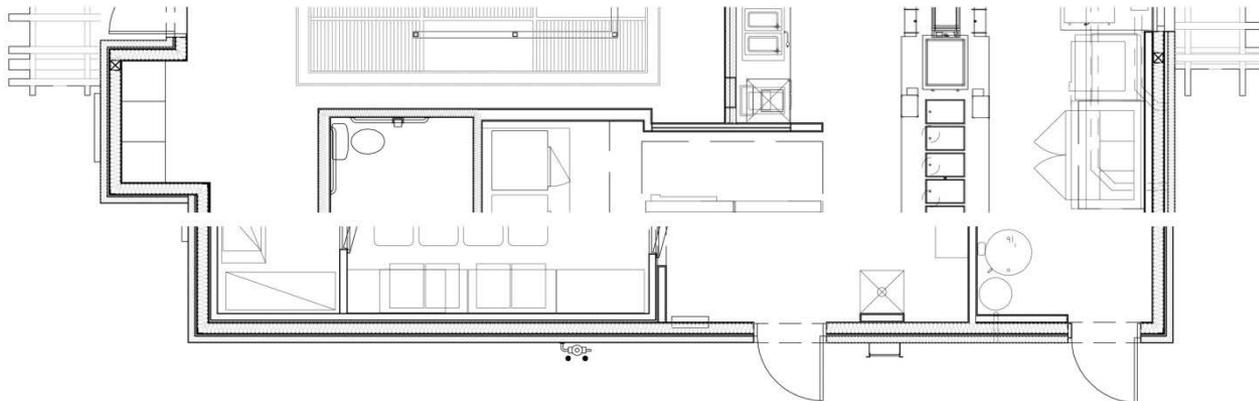
North Elevation



EAST ELEVATION

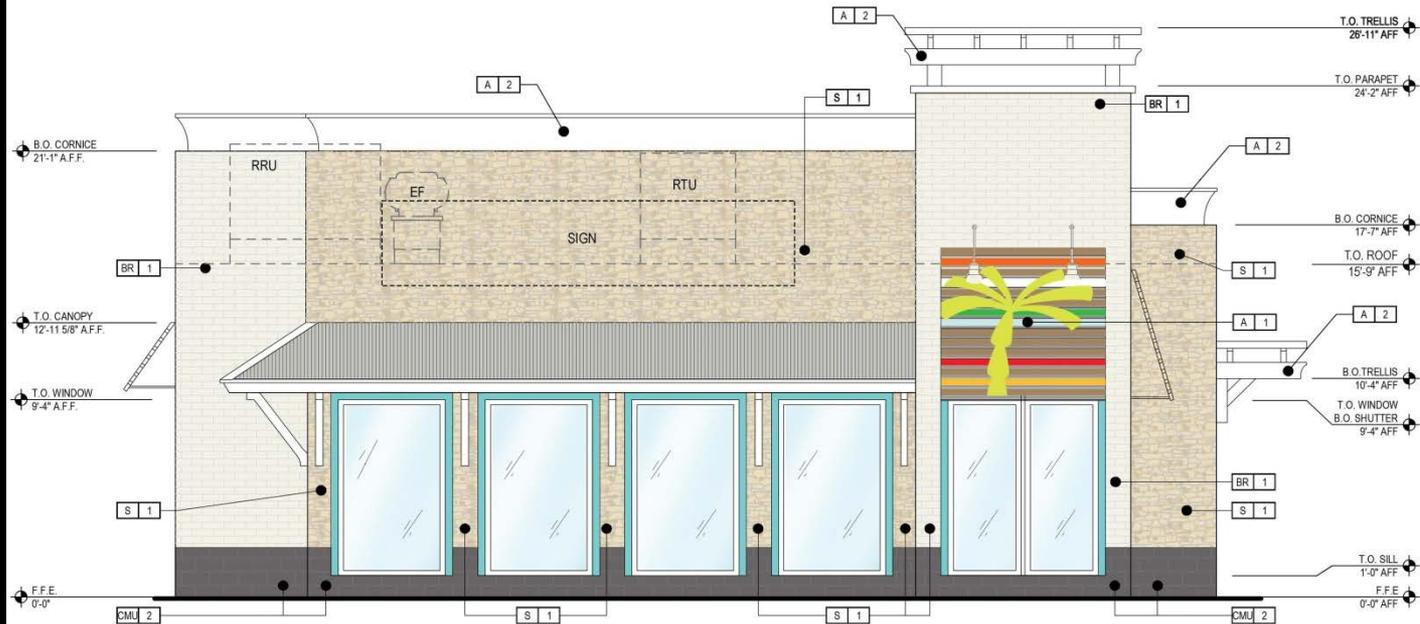


TOTAL SURFACE AREA:	983 S.F.
BRICK:	695 S.F. 71%
STONE:	62 S.F. 6%
CMU:	106 S.F. 11%
GLAZING:	0 S.F. 0%
CORNICE/TRELLIS	40 S.F. 4%

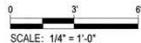


ARTICULATION PLAN

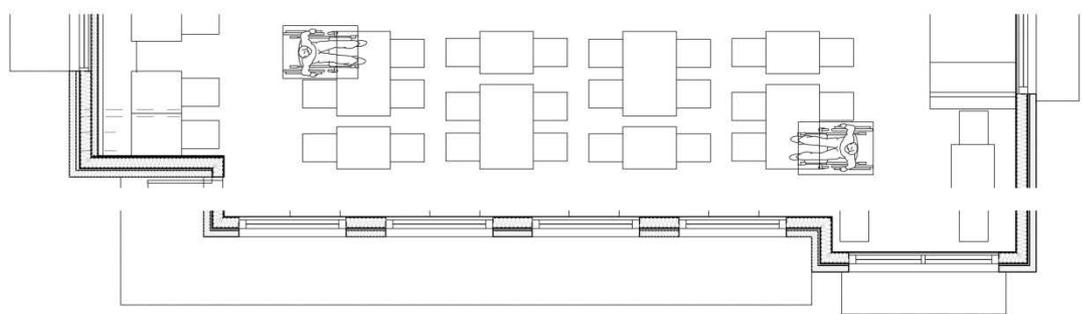
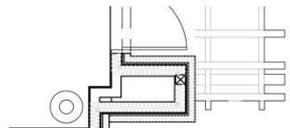
East Elevation



WEST ELEVATION



TOTAL SURFACE AREA: 983 S.F.
 BRICK: 266 S.F. 27%
 STONE: 290 S.F. 30%
 CMU: 79 S.F. 8%
 GLAZING: 191 S.F. 19%
 CORNICE/TRELIS: 88 S.F. 9%



ARTICULATION PLAN

West Elevation



Grandy's Building



(1)

Looking Northwest at
Subject Site



SPEED
LIMIT
40

City of Richardson
ZONING
CHANGE
REQUEST
972.744.4140

LEROY CAPITAL GROUP
APPROXIMATELY
65,000 SF
BOX AVAILABLE
WILL DIVIDE
ROB SOLLIS
214
865.8095
WWW.LEROYCAPITALGROUP.COM

Looking West along
Campbell Road



WHEEL COMPUTER FIX MUFFLERS & CONVERTERS

DANGER

WARNING
106

Looking East along
Campbell Road

(3)



(4)

Looking West along
North Side of Work Area



C&M TIRE & WHEEL

SUFFICIENT
CONVERTERS

DANGER

(5)

Looking East at
Adjacent Property



(6)

Looking Southwest from
Work Area

**Sign Control Board of Adjustment
September 10, 2014 Meeting**

SCB Case # 14-13
120 S. Central Expressway
McDonald's Restaurant

Applicable Ordinance #1

Chapter 18, Article III, Section 18-96

(23) Pole Signs

(b) Size

(3) Retail, Commercial Zoning Districts

(i) Single-use signs: 60 square feet in area, 20 feet in height

Applicable Ordinance #2

Chapter 18, Article III, Section 18-96

(23) Pole Signs

(d) Location

(3) Poles signs must be located a minimum of 60 feet from any attached building sign

Requested Variance – Per Application

1. To allow a pole sign to be 50 feet tall
2. To allow a pole sign to be 158.2 square feet in area
3. To allow a pole sign to be located 27.5 feet from the nearest attached sign

Reason for request

The current sign is not visible due to the Central Expressway overpass and growth of surrounding trees

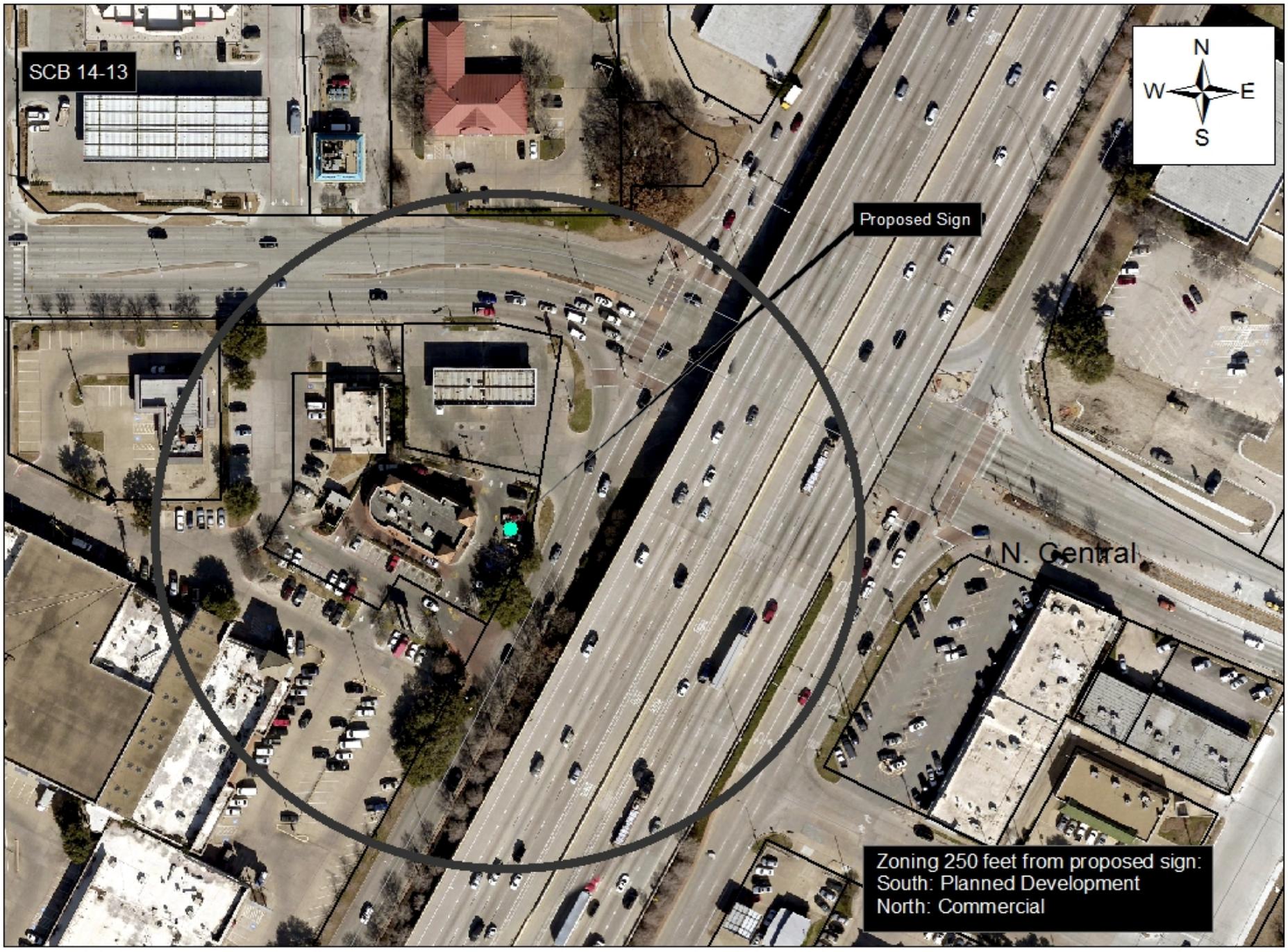
SCB 14-13



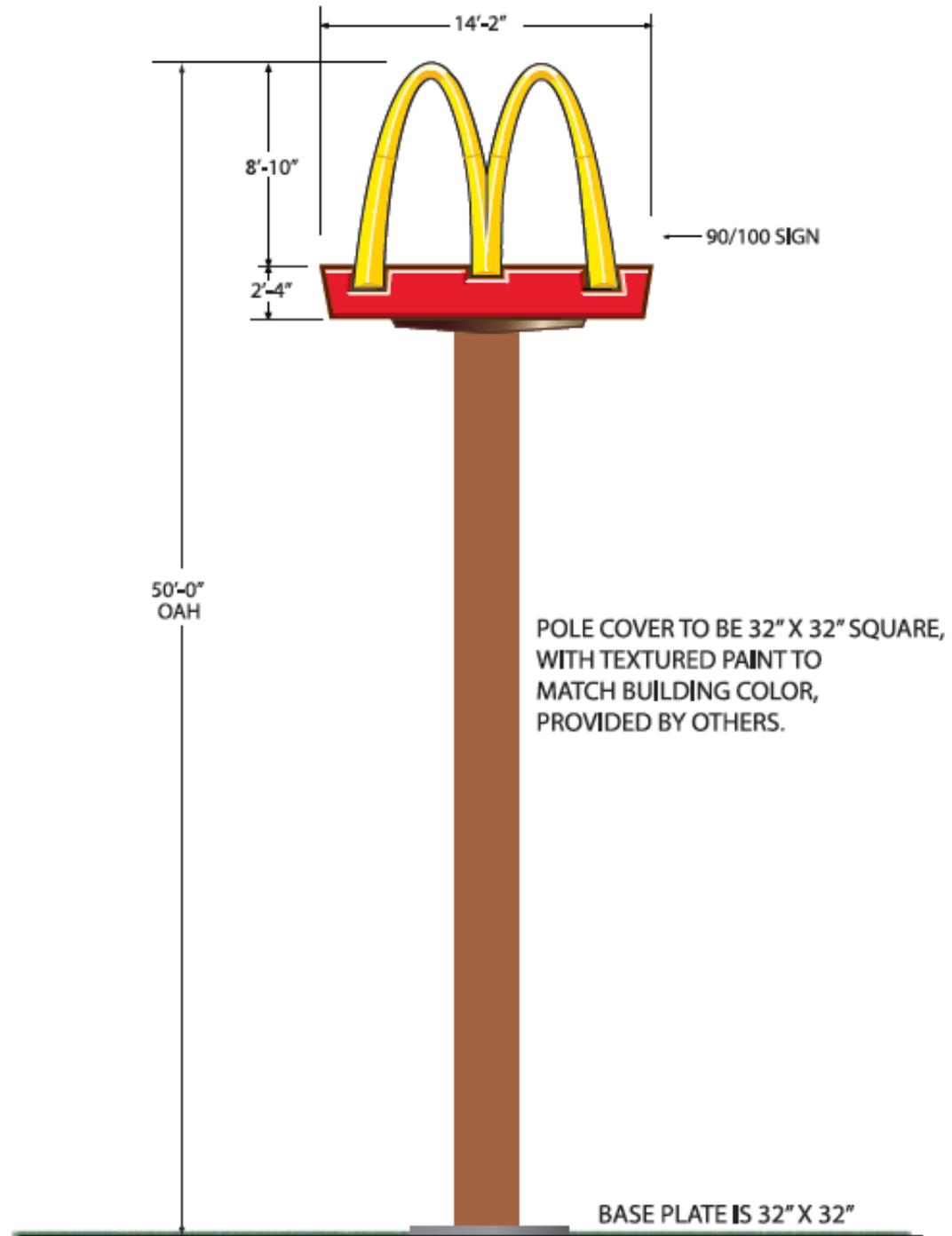
Proposed Sign

N. Central

Zoning 250 feet from proposed sign:
South: Planned Development
North: Commercial



Proposed Sign



Northbound View



Southbound View



Requested Variance – As Amended

1. To allow a pole sign to be 50 feet tall
2. To allow a pole sign to be 79.16 square feet in area
3. To allow a pole sign to be located 27.5 feet from the nearest attached sign

Sign Control Board Action

The Sign Control Board voted 4 to 1 to deny SCB Case 14-13.

SCB Case # 14-14
504 N. Central Expressway
Diamond Square

Applicable Ordinance #1

Chapter 18, Article III, Section 18-96

(23) Pole Signs

(b) Size

(2) Office, technical office, and industrial zoning districts:

(i) Sites less than 10 acres: 25 square feet in area, 6 feet in height

Applicable Ordinance #2

Chapter 18, Article III, Section 18-96

(23) Pole Signs

(d) Location

(2) Poles signs must be located a minimum of 30 feet from an adjoining private property line

Applicable Ordinance #3

Chapter 18, Article I, Section 18-5(4)

Jump clocks or digital display devices showing time or temperature may be allowed only by a special permit of the Sign Control Board

Requested Variance

1. To allow a pole sign to be 20 feet tall, 60 square feet
2. To allow said sign to be located 3 feet from an adjacent property line
3. To allow for a digital display to show time and temperature

Reason for request

- ❖ There is no signage at the site
- ❖ Due to the lack of signage, visitors of the neighboring businesses are parking at the property
- ❖ Based on the small street frontage a freestanding sign cannot be installed without a variance

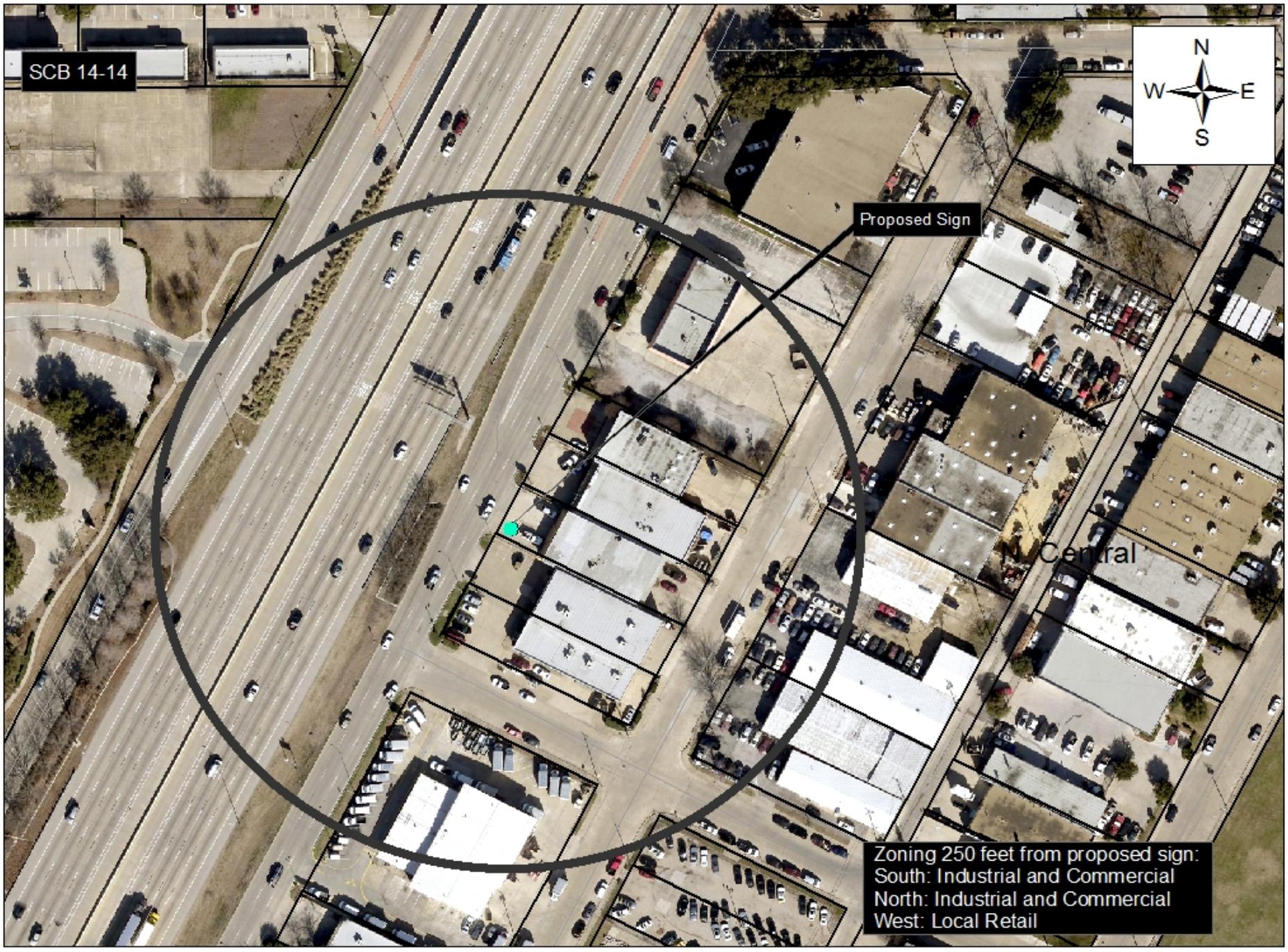
SCB 14-14



Proposed Sign

Central

Zoning 250 feet from proposed sign:
South: Industrial and Commercial
North: Industrial and Commercial
West: Local Retail



Proposed Sign



Front Elevation



Northbound View



Southbound View





PROPOSED ELEVATION



PROPOSED ELEVATION

Sign Control Board Action

The Sign Control Board voted unanimously to approve SCB Case 14-14 with the stipulation that the sign not display time or temperature.

**Sign Control Board of Adjustment
September 10, 2014 Meeting**

Charter Review Commission Update

Draft Charge to the Charter Review Commission

9/22/14



Presentation Outline

- Review of Process
- Elements of the Council's Charge
- Proposed Charge to Charter Review Commission (CRC)
- Proposed CRC Timeline
- Suggested Review Procedures
- Next Steps & Council Feedback

Review of Process

- 11/2013 Council Goals – Enhance Governance
- 6/2014 Council Briefing – Charter History
- 7/2014 Council Briefing – Application Process
- 7/2014 Webpage/Applications Launched
- 9/2014 Council Review of Applicants

Elements of the Council's Charge

- Council's Goal for the Review
- Commission's Duties
- Meetings, Timeline & Reporting

Proposed Charge to the CRC

Council's Goal for the Review

- The City Council's goal is to evaluate and examine the tools that allow the government to be effective and efficient through a review of the City's Charter by a citizens commission; with an emphasis on correcting conflicts or inconsistencies with federal and state law, and in an effort to clarify confusing or irrelevant language.

Proposed Charge to the CRC

Commission's Duties

- a) Review the Charter for purposes of recommending amendments as necessary to cause the Charter to conform to federal and state law where conflict or inconsistencies exist;
- b) Review the Charter for purposes of recommending amendments as necessary to clarify and condense existing Charter sections to improve the effective application of the Charter;
- c) Review the Charter for any other provisions of the Charter as the Charter Commission may determine necessary.

Proposed Charge to the CRC

Meetings, Timeline & Reporting

- The Commission shall begin meeting in October 2014 and submit a written final report to the City Council by June 1, 2015.
- Meetings will generally be scheduled on the third Wednesday of each month with additional meetings scheduled in October, February, and March in accordance with the proposed Schedule of Review.
- The Commission shall consist of eleven members appointed by the City Council and a quorum shall consist of six members. The Council will appoint the Chair and Vice Chair.
- All meetings will be open to the public.
- At least one Public Hearing shall be conducted at the beginning of the review process.
- Regular updates will be provided to the City Council through City Staff.
- Mayor Maczka will serve as the Council liaison to the Commission.
- The City Council will conduct a joint Work Session on June 1, 2015 to receive the final report of the CRC. Additional Work Sessions may be scheduled at the direction of Council before or after June 1, 2015.

PROPOSED SCHEDULE OF REVIEW

DATE	MEETING	TOPIC
Oct 6, 2014	Council Meeting	CRC Charge/Appointment Action/Oaths
Oct 15, 2014	1 st CRC Mtg. – Orientation	Orientation/ Process & Procedures/Review Charge/Set Public Hearing
Oct 29, 2014	CRC Public Hearing 2 nd CRC Mtg. – Articles 1-2, 20-21	PH - Receive Public Input Mtg - Incorporation & Territory, Powers of the City, Prohibitions, General Provisions
Nov 19, 2014	3 rd CRC Mtg. – Articles 3-4	City Council, Nomination & Election of City Council
Dec 17, 2014	4 th CRC Mtg. – Articles 5, 14	Recall, Initiative and Referendum
Jan 21, 2015	5 th CRC Mtg. – Articles 6-8	City Manager, City Atty/Court, Administrative Department
Feb 4, 2015	6 th CRC Mtg. – Articles 9-10	Boards & Commissions, Civil Service
Feb 18, 2015	7 th CRC Mtg. – Articles 11,16,19	Budget, Taxes, Bonds
Mar 4, 2015	8 th CRC Mtg. – Extra Mtg. if Needed	Allow for Catch Up or Review
Mar 18, 2015	9 th CRC Mtg. – Articles 12, 13, 15	Franchises, Ordinances, Publications
Apr 15, 2015	10 th CRC Mtg. – Articles 17, 18, 22	Street Improvements, Condemnation, Effective Dates/Adoption
May 20, 2015	11 th CRC Mtg. – Wrap Up	Final Review/Approval of CRC
Jun 1, 2015	Joint Work Session CRC/Council	CRC Final Report
Jun 8, 2015	Council Work Session & Meeting	Work Session (if needed) & Set Public Hearing
Jun 22, 2015	Council Public Hearing & Action	Receive Public Input/Adopt Recommendations
Jul -Aug 2015	City Attorney Review	Draft and Prepare Ballot Language
Aug 3, 2015	Council Meeting	City Atty Review Proposed Ballot Language
Aug 10, 2015	Council Meeting	Call Election
Aug 24, 2015	Council Meeting	Deadline to Order Election
Nov 3, 2015	ELECTION DAY	

Suggested Review Procedures

- The initial CRC meeting will be an orientation conducted by the City Attorney and City Staff in conjunction with the Chair to:
 - determine rules of procedure;
 - determine rules of conduct;
 - review the history of the Charter;
 - review the Council's charge;
 - review the timeline; and
 - set a public hearing date
- Public Hearing – the CRC will conduct a Public Hearing and receive input from the public on the Charter. (Recommended date is October 29)
- Sections of the Charter have been categorically divided and scheduled to be reviewed accordingly.

Suggested Review Procedures

- Prior to each meeting, the City Attorney will provide a redline version of the sections to be reviewed. The redline will note federal/state law conflicts or inconsistencies, grammar/typographical errors, and legal comments.
- At the meeting, the CRC will review the redline version, discuss and consider any amendments, and vote on the amendments. A majority of the membership is required for the approval of any recommendations to the City Council.
- Each subsequent meeting will begin with a review/approval of the Minutes from the previous meeting.
- The last meetings will consist of a review of all proposed amendments, final approval, and drafting a final report for Council. The report will be presented to Council at a Joint City Council Meeting.

Next Steps

- October 6 – Council will consider approval of the Charge to the CRC, make appointments, and the Oath of Office will be administered to the Commissioners
- October - May – Commission will conduct monthly meetings with regular updates to Council
- June 1, 2015 – CRC will submit final report to Council
- June – Council review/action
- July – Attorney Review
- August – Call Election
- November 3 – Election Day

Council Feedback

Farmer's Markets

City Council

September 22, 2014



- Previously briefed on December 16, 2013 and February 10, 2014
- Maintain activity as a community asset
- Provide formal guidance to other organizations requesting similar activities

Council Feedback from 12/2013

- Food protection for whole produce
- Land use
- Parking
- Balance of regulation
- Insurance or bond requirement
- Permitting of nonfood vendors

Council Feedback from 2/2014

- No limit on total number of days of annual operation
- Allow up to 3 consecutive days of operation
- Require Special Use Permit in retail and commercially zoned districts or planned development districts that have a commercial and retail base zoning

Four Seasons Farmers Market
(Heights Shopping Center)
ZF 14-21

Use not currently listed in Comprehensive Zoning Ordinance

Special Permit required – application filed

CPC considered application w/in context of draft policies/prospective ordinance (Aug. 5)

City Council public hearing August 25
(closed)

Deliberation continued to October 6

Process Scope

- **Amend Chapter 12 – *October 6***
- **Establish fees by resolution – *October 6***
- **Amend Comprehensive Zoning Ordinance**
 - Article I: Definitions
 - Article XXII-A: Special Permits
 - City Plan Commission – *October 21*
 - City Council – *November 10*

October 6 Agenda

- Amend Chapter 12
- Set fees by resolution

- Act on ZF 14-21: Four Seasons Special Permit
- Ratifying ordinance to be included

Proposed Approach

Retail, Commercial and Planned Development zoning districts *as accessory use*

Site-by-site Considerations

Location factors

Number of vendors

Food to non-food ratio

Concessions

Hours of operation

Months of operation

Option to restrict to applicant

Operational (Universal)

General

Application

Denial / Revocation

Operation

Food

Signage

Proposed Fees

General

- Compliance with requirements for operator and vendors
- Health Department administer ordinance
- Farmers market operator responsible for the operation, conduct and safety of the market
- Council can establish permit fees

Application

After special permit approval, Operator shall make application to Health Department at least 14 days prior to the scheduled start of the market.

Application includes:

- Name and address of operator
- Location of market
- Description of the market (dates, hours, list of vendors)
- Proposed signage
- Solid and liquid waste disposal plans

Denial/Revoke

- Another market within 1 mile with overlapping hours of operation
- Disrupt traffic
- Applicant fails to provide for protection, public order and security
- Applicant violates other city ordinances
- **Property owner does not maintain consent/ approval of market to use property**

Denial/Revoke

- Applicant falsifies application
- Applicant fails to obtain any other required licenses
- Applicant fails to pay outstanding fees, fines, or taxes.
- Fire Chief or Police Chief determine a public safety threat

Operation – Market Operator

- Removal of all litter and belongings at end of each day
- Market operator or designee shall be present during market operation and responsible for operation

Operation – Market Operator

Allowable items

- Produce, honey, eggs, nuts, herbs, meats, frozen fish, mushrooms, dairy , prepared foods, arts and crafts, live plants
- No animals sold or adopted
- Operator shall maintain list of all vendors for 90 days

Operation - Vendor

- Make application and pay permit fee if required
- Food Handler Course if selling Potentially Hazardous Food (PHF)
- Comply with food safety and signage regulations

Food Safety

- Food display – except of plants, nuts in shell, whole or raw produce, food shall be protected from contamination from the environment, vendors, or patrons
- Approved source – as defined by Texas Food Establishment Rules or State of Texas Cottage Food Industry rules
- Prohibited items – Non-frozen fish, foraged foods, game animals, gleaned foods, non pasteurized dairy items
- Sampling – offered as individual servings using proper time and temperature controls and having access to hand wash facilities

Food Safety

- Temperature Requirements – provide adequate capabilities to keep foods frozen or refrigerated
- Tables and utensils shall be nonporous
- Sampling from disposable/single service utensils only
- If sampling, vendor to have temporary hand wash facilities
- Appropriate trash receptacles
- Vendor located on concrete or other improved surface
- Vending area to be covered unless selling plants, nuts in the shell or raw produce

Signage

1. No more than six (6) signs (farmers market and/or individual vendors) shall be erected on any frontage. The total square feet of all signs may not exceed 36 square feet.
2. Individual vendors may attached one sign to their respective booth. Said sign may not exceed 24 square feet.
3. All signs must be set back a minimum of 10' from any curb.

Signage

4. No sign may be attached to a building, structure, motor vehicle, tree, shrub, bush, or held by a person.

5. Moving, flashing, animated or similar signs are prohibited.

6. Signs shall not be hand painted or stenciled nor constructed of paper, cardboard or similar material.

Fee Structure

Annual Permit

- Non food vendors – permitted no fee
- Food vendors (produce, pre prepared, packaged, labeled, intended to be consumed off site) - \$50.00
- Concession vendors (prepared on site, not packaged, not labeled, intended to be consumed on-site) - \$250.00

Special Permit Application Fee (One time)

- Farmers' Market Operator - \$1,000.00 per site

Next Steps

October 6th Agenda

- City Council consider approval of Chapter 12 ordinance
- City Council consider approval of resolution for fees
- City Council consider approval of special permit application associated with Richardson Heights Farmer's Market including ratifying ordinance

Next Steps Continued

October 21st CPC Agenda

- Consider modification of comprehensive zoning ordinance

November 10th City Council Agenda

- Consider modification of comprehensive zoning ordinance (final action)

Richardson, Texas: America's 17th Best City to Live In

September 22, 2014



America's 50 Best Cities to Live In

- **Richardson Ranked 17th**
- Developed by 24/7 Wall St. for USA Today
- 2012 U.S. Census Bureau data
 - 550 cities with populations of 65,000+
- Data collected into 7 categories:
 - Economy
 - Crime
 - Education
 - Housing
 - Environment
 - Leisure
 - Infrastructure



Methodology

- 2012 U.S. Census Data
- Cities with over 65,000 residents (550 areas)
- Data divided into 7 Categories
 - Categories included 4-10 data points
- Formula used to weight each category
 - 0 to 100
 - Environment, Leisure, and Infrastructure were weighted half as much as other categories
- Only 1 city per county and 3 cities per state were allowed
 - To control for county and state size

Cities NOT Considered

- Property / violent crime exceeded national rates by more than 25%
 - Deemed unsafe
- If 2013 unemployment rate exceeded national rate by more than 33%
 - 2013 national unemployment rate was 7.4%
- If poverty rates exceeded national rate by more than 33% (>9.8%)
- If city had negative employment growth between 2011 and 2013
- If one racial group made up more than 90% of the city's population

Summary

- **Richardson Ranked 17th of the 50 Best Cities to Live In**
 - **Missouri City and Flower Mound were other TX cities**
- **Joins recent, noteworthy rankings:**
 - **10th Best U.S. City for First Time Home Buyers**
 - by Wallethub.com in August
 - **5th Happiest Mid-Sized City in America**
 - by Movoto Real Estate Blog in February
- **External validation of the great work we do every day to “make Richardson a place residents and businesses are proud to call ‘home’”**

Questions?

Thank you.

