

CITY COUNCIL REGULAR MEETING

Thursday, September 9, 2021 at 7:30 pm

Council Members:

Mayor Paul Johnson, Mayor Pro Tem Tom Buckle, Aldermen Eric Davis, Rod Schaffner, Dave Nelsen, Linda Bush

AGENDA

ITEMS OPENING MEETING

1. CALL TO ORDER, ESTABLISH QUORUM, DECLARE MEETING OPEN

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND RECOGNITIONS

Recognition of Officer Glenn Roberts

4. ANNOUNCEMENTS: ITEMS OF COMMUNITY INTEREST

(In accordance with Government Code Title 5, Subtitle A, Chapter 551, Sect. 551.0415)

5. REPORTS AND UPDATES

a. Planning & Zoning Commission Quarterly report

b. Council Committee reports:

- Finance Committee
- Planning & Economic Development Committee

6. CITIZENS COMMUNICATION

In accordance with the Open Meetings Act, Council is prohibited from discussing (other than factual responses to specific questions) or acting on any items brought before them at this time.

GENERAL BUSINESS AND ACTION ITEMS

CONSENT AGENDA ITEMS:

The Consent Agenda includes routine and non-controversial items that may be acted upon with one single vote. There will be no separate discussion of these items; however, Any Councilmember may request an item be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Agenda.

7. APPROVAL OF MINUTES

August 12, 2021, regular meeting

September 2, 2021, special meeting

- 8. Consideration and possible action to approve the destruction of records that have met their retention requirement and accept the 2021 Records Management Report.**
- 9. Consideration and possible action to approve the reappointment of Alderman Dave Nelsen as CAPCOG General Assembly Representative for the City of Jonestown.**

REGULAR AGENDA ITEMS:

- 10. Request for a zoning classification change for property on E. Reed Parks Road**
 - a. PUBLIC HEARING on a request by Csaba Kos & Seon Mee Chang for a zoning classification change from "Expired Planned Unit Development" to "R-1 Single-Family Residential District" in accordance with Chapter 14: Zoning, Section 14.02.065, of the Jonestown Code of Ordinances, for property located at E Reed Parks Rd (Greg, Scott, Hayford Survey (Tract 11) 5.338 Acres), Jonestown, TX.**
 - b. Consider, discuss, and take any action necessary regarding the above request by Csaba Kos & Seon Mee Chang for a zoning classification change from "Expired Planned Unit Development" to "R-1 Single-Family Residential District" for property located at E Reed Parks Rd (Greg, Scott, Hayford Survey (Tract 11) 5.338 Acres), Jonestown, TX.**
- 11. Consider, discuss and take any action necessary regarding a request by Kevin Thomas for approval to allow construction of driveways on Round Rock Street and Bertram Street to access unimproved lots.**
- 12. Consider, discuss and take any action necessary regarding hotel occupancy tax funding for the Cox Springs School restoration project. (postponed from the July 8th meeting)**
- 13. Consider, discuss and take any action necessary regarding an ordinance of the City of Jonestown, Texas, amending Chapter 14, "Zoning"; creating a new Article 14.04, "Supplemental Regulations", Division I, "Landscaping and Tree Preservation"; creating new landscaping and tree preservation requirements; providing for a purpose and applicability, required submittals, inspections and required permits; tree mitigation fees; landscaping incentives; property owners' association limitations; education; landscaping standards; landscaping requirements and minimums; buffers; irrigation requirements; administration. (public hearing was held on August 12, 2021)**
- 14. Consider, discuss and take any action necessary regarding an ordinance of the City of Jonestown, Texas, adding Chapter 15, "Signs" to regulate signs in the City of Jonestown and extraterritorial jurisdiction and repealing, Chapter 3 "Building Regulations," Article 3.09, "Signs."**
- 15. Consider, discuss and take any action necessary regarding an ordinance amending Ordinance 2020-O-564 adopting the annual budget of the City of Jonestown, Texas, for the 2020 - 2021 fiscal year.**
- 16. Consider, discuss and take any action necessary regarding an ordinance**

approving and adopting the Fiscal Year 2021 - 2022 budget for the City of Jonestown.

17. Consider, discuss and take any action necessary to ratify the property tax increase reflected in the Fiscal Year 2021 - 2022 budget.
18. Consider, discuss and take any action necessary regarding an ordinance of the City of Jonestown, Travis County, Texas, levying ad valorem taxes at the rate of \$0.4239 on each \$100 valuation of property for use and support of the municipal government and \$0.0949 on each \$100 valuation of property for the interest and sinking fund for a total combined tax rate of \$0.5188 on each \$100 valuation of property for the 2021-2022 fiscal year; providing for apportioning each levy for specific purposes; providing for when taxes shall become due; and providing for when taxes shall become delinquent if not paid.

19. EXECUTIVE SESSION

In accordance with Texas Government Code, Chapter 551, the Council will convene into executive session, pursuant to Section 551.074, Tex. Gov't Code (personnel):

- a. **To deliberate the evaluation of a public officer or employee, specifically, Police Chief.**

RECONVENE INTO PUBLIC SESSION

to take action as deemed appropriate in the City Council's discretion regarding:

- a. The evaluation of a public officer or employee, specifically, Police Chief.

20. ADJOURNMENT

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: 9/9/2021

Agenda Item Number:

3

(City Secretary's Use Only)

Department: Police Department

Prepared by: Alma Farries

Budgeted Amount: \$ _____

Date Prepared: 7/20/2021

Exhibits: _____

Subject

Presentation for Master Peace Officer Certification

Recommendation

Chief Taylor would like to acknowledge that Sgt. Glenn Roberts has completed his Master Peace Officer License

Discussion

Chief Paul Taylor is requesting to present the Master Peace Officer Certification to Sgt. Glenn Roberts

Approval By

Department Head

Signature


Date

7/20/2021

City Administrator

TO: Mayor and Council Members, City of Jonestown

FROM: Melody Gayeski, Chair
Jonestown Planning & Zoning Commission

DATE: September 3, 2021

RE: Quarterly P&Z Report

Dear Council:

During July-September 2021, the Planning and Zoning Commission held public hearings and recommended approval to Council on the following items.

1. Approve an ordinance amending Chapter 3, "Building Regulations" and Chapter 14, "Zoning" of the Jonestown Code of Ordinances to add criteria for maintaining, constructing, and demolishing boat docks with the recommended changes: Item (3) – A boat dock must be constructed in accordance with the city's building codes and regulations and applicable LCRA standards and must not exceed 1500 square feet. Need to clarify the 1500 square feet refers to the footprint of the dock.
Item (9) – to clarify, add: "A permitted boat dock will not be allowed unless the boat dock and any attached anchors, weights, or ramps are located over the boat dock's owner's property only. The ordinance shall specify the exclusion of ramps and slips on total square footage of boat docks."
2. Approve amending Chapter 10, "Subdivision Regulation" and Chapter 14, "Zoning" of the Jonestown Code of Ordinances regarding minimum lot size in all zoning districts, maximum building height in the R-1, M-1, O, B-1, and B-2 Zoning Districts, and minimum size of Planned Unit Development (PUD) Districts.
3. Approve the variance requested by Benjamin and Courtney Stockard to allow a 5-1/2 ft. wrought iron fence in the front and side yard with 6-ft. stone columns in the front yard for the property located at 953 Harbor Drive.
4. Approve a request by Csaba Kos and Seon Mee Chang for a zoning classification change from Expired PUD to R-1 Single-family Residential District for the 5.338-acre property located at E. Reed Park Road (Gregg, Scott, Hayford Survey (Tract 11), Jonestown, Texas.
5. Approve an ordinance amending Chapter 14, "Zoning"; Creating a new Article 14.04, "Supplemental Regulations", Division 1, "Landscaping and Tree Preservation"; Creating new landscaping and tree preservation requirements; providing for a purpose and applicability, required submittals, inspections and required permits; Tree Mitigation fees; Landscaping incentives; Property Owners' Association limitations; Education; Landscaping Standards; Landscaping requirements and minimums; Buffers; Irrigation requirements; Administration.
6. Approve an ordinance of the City of Jonestown, Texas, adding Chapter 15, "Signs" to regulate signs in the City of Jonestown and extraterritorial jurisdiction, and repealing Chapter 3 "Building Regulations," Article 3.09, "Signs"; conflicting provisions; severability; effective date; confirmation of proper notice and meeting; and providing for penalties.

Respectfully submitted,
Melody Gayeski, Chair of Planning and Zoning Commission

COUNCIL COMMITTEE MEETINGS
8-31-2021

Finance Committee (8:30 a.m.)

- Proposed budget for FY 2022
- Cox Springs School restoration project request for hotel occupancy tax funds

Planning & Development (9:00 a.m.)

- Draft ordinance regulating signs
- Draft ordinance amending Chapter 14 Zoning to add “Landscaping and Tree Preservation.”
- Request for zoning change from expired PUD to R-1 for 5.338 acres at 17363 E. Reed Park Rd.
- Request for approval to allow construction of driveways on Round Rock Street and Bertram Street to access unimproved lots.

**MINUTES OF THE JONESTOWN CITY COUNCIL REGULAR MEETING HELD
AUGUST 12, 2021, 7:30 P.M., AT THE CITY COUNCIL CHAMBER, 18649 FM 1431,
SUITE 3A, JONESTOWN, TEXAS**

Paul Johnson, Mayor Tom Buckle, Mayor Pro Tem, Place 2	Eric Davis (Place 1) Rod Schaffner (Place 3)	Dave Nelsen (Place 4) Linda Bush (Place 5)
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Council Present: Mayor Johnson, Mayor Pro Tem Buckle, Alderman Nelsen, Alderwoman Bush, Alderman Davis, Alderman Schaffner,

Absent: None.

Staff present: City Administrator Jones, Chief Taylor, Finance Director Sorrell, Development Director Jolly, Public Works Director Herrera, Park Director Gyergyo, City Secretary Austin.

ITEMS OPENING MEETING

1. CALL TO ORDER, ESTABLISH QUORUM, DECLARE MEETING OPEN

Mayor Johnson announced a quorum present and opened the meeting at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND RECOGNITIONS

- Recognition of Officer Glenn Roberts
The recognition was postponed as Officer Roberts was not able to attend.
- Presentation to Library Board outgoing member Michael Latos
Member Latos was unable to attend.

4. ANNOUNCEMENTS: ITEMS OF COMMUNITY INTEREST

(In accordance with Government Code Title 5, Subtitle A, Chapter 551, Sect. 551.0415)

Alderwoman Bush announced the Star Party will be this Saturday from 8 p.m. to 10 p.m. in Jones Brothers Park. Colleen O'Brien of the Dark Skies Committee added there will be two viewing telescopes and parking fees will be waived; she also mentioned the Jonestown Street Fest will be September 25th in Fireman's Park. Mayor Johnson announced that the owner of Oddinary Objects will have an artists' walk and entertainment this Saturday in Veteran's Park.

5. REPORTS AND UPDATES

Council Committee reports:

- Public Safety Committee: Alderman Davis reported the committee discussed amendments to the sex offender ordinance to be considered on this agenda.
- Public Works Committee: Alderman Nelsen noted discussing the need for guard rails along Tip Top Drive and West Reed Parks Road and getting an opinion of probable cost for the work; also looking at guard rails at the bottom area of East Reed Parks Road at the low water crossing.
- Planning & Economic Development Committee: Alderman Nelsen reported discussion of revisions to the sign ordinance; amendments to Chapter 14 to add landscaping and tree preservation regulations; a variance request for 9503 Harbor Drive; a zoning change request from PUD to R-R at 17363 E. Reed Parks Road; a site development

plan for 18245 FM 1431; and postponement of final plat approval for The Hollows Sanctuary South Phase 1.

- Finance Committee: Alderman Nelsen reported the proposed fiscal year 2021 – 2022 budget was discussed, along with hiring of a court administrator.

6. CITIZEN COMMUNICATIONS

In accordance with the Open Meetings Act, Council is prohibited from discussing (other than factual responses to specific questions) or acting on any items brought before them at this time.

There were no citizen comments.

GENERAL BUSINESS AND ACTION ITEMS:

CONSENT AGENDA ITEMS:

The Consent Agenda includes routine and non-controversial items that may be acted upon with one single vote. There will be no separate discussion of these items; however, Any Councilmember may request an item be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Agenda.

7. APPROVAL OF MINUTES

July 8, 2021, regular meeting

July 29, 2021, special workshop meeting

- 8. Consideration and possible action to approve a resolution of the City Council of the City of Jonestown, Texas, ordering a general election to be held on November 2, 2021, for the purpose of electing a Mayor, Alderman Place 1, and Alderman Place 2 for 2-year terms; designating polling places; establishing procedures for the election; providing for other matters relating to the election; and providing for an effective date.**

- 9. Consideration and possible action to approve the joint election agreement with Travis County for the November 2, 2021 elections.**

Mayor Pro Tem Buckle moved to approve the consent agenda items. Alderman Davis seconded the motion. **The motion passed unanimously.**

REGULAR AGENDA ITEMS:

- 10. Consider, discuss and take any action necessary regarding the request by 18245 FM 1431, LLC, for approval of site development plan for property located at 18245 FM 1431, ABS 840 SUR 421 YBARBO JA ACR 6.68, Jonestown, TX.**

Alderman Schaffner moved to approve the site development plan, with inclusion of the document package that was previously presented to the council (at the August 13, 2020, council meeting). Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

- 11. a. PUBLIC HEARING on a request for a variance from the Jonestown Code of Ordinances Chapter 10 Subdivision, Article 10.02, Section 10.02.088(d)(3) by**

Benjamin and Courtney Stockard to allow for a 6 ft iron fence across the front of the property and a 6 ft rock wall along the side of the property in the front yard at 9503 Harbor Dr, (Lot 3 Northlake Hills Sec 1), Jonestown, TX.

Mr. Stockard was present and clarified his request, noting that he is no longer requesting a 6-foot rock wall, but a 5-foot wrought iron fence with rock columns, which has met POA approval. There being no one else wishing to be heard, Mayor Johnson closed the public hearing.

b. Consider, discuss and take any action necessary regarding the above request for a variance by Benjamin and Courtney Stockard to allow for a 6 ft iron fence across the front of the property and a 6 ft rock wall along the side of the property in the front yard at 9503 Harbor Dr, (Lot 3 Northlake Hills Sec 1), Jonestown, TX.

After review and discussion of the request, it was determined that no variance was needed for the revised fencing design requested. Alderman Nelsen moved to take no action on the request, seconded by Mayor Pro Tem Buckle. **The motion passed unanimously.**

12. **a. PUBLIC HEARING on a request by Csaba Kos & Seon Mee Chang for a zoning classification change from “Expired Planned Unit Development” to “Rural Residential” in accordance with Chapter 14: Zoning, Section 14.02.065, of the Jonestown Code of Ordinances, for property located at E Reed Parks Rd (Greg, Scott, Hayford Survey (Tract 11) 5.338 Acres), Jonestown, TX.**

THIS REQUEST WAS WITHDRAWN BY THE APPLICANT.

b. Consider, discuss and take any action necessary regarding the above request by Csaba Kos & Seon Mee Chang for a zoning classification change from “Expired Planned Unit Development” to “Rural Residential” for property located at E Reed Parks Rd (Greg, Scott, Hayford Survey (Tract 11) 5.338 Acres), Jonestown, TX.

REQUEST WAS WITHDRAWN; NO ACTION WAS TAKEN ON THIS ITEM.

13. **a. PUBLIC HEARING on an ordinance of the City of Jonestown, Texas, amending Chapter 14, “Zoning”; Creating a new Article 14.04, “Supplemental Regulations”, Division 1, “Landscaping and Tree Preservation”; Creating new landscaping and tree preservation requirements; providing for a purpose and applicability, required submittals, inspections and required permits; Tree Mitigation fees; Landscaping incentives; Property Owners’ Association limitations; Education; Landscaping Standards; Landscaping requirements and minimums; Buffers; Irrigation requirements; Administration.**

Colleen O’Brien, 10404 Lakeside, voiced opposition to allowing removal of all cedar (ashe juniper) trees, asking for consideration to keep female trees and mature trees which offer wildlife food and shelter, act as windbreaks and noise buffers, and facilitate groundwater replenishment. There being no one else wishing to speak, Mayor Johnson closed the public hearing.

b. Consider, discuss and take any action necessary regarding the above ordinance amending Chapter 14, “Zoning”, creating a new Article 14.04, “Supplemental Regulations,” Division 1, “Landscaping and Tree Preservation.”

Mayor Johnson announced consideration of this item will be postponed to allow additional review and revisions.

- 14. a. PUBLIC HEARING on a request by The Hollows at Lake Travis, LLC, being the owners of 154.689 acres of land located in the J.F. Carlton Survey No. 102, Abstract No. 2511, in Travis County, TX, described by Deed of Record in Document No. 2018024745, Official Public Records, Travis County, TX, to subdivide 16.75 acres of land to be known as The Hollows Sanctuary South Phase 1 into 28 single family lots and two open spaces/drainage lots for property located off Destination Way, Jonestown, TX.**

APPLICANT HAS REQUESTED FURTHER POSTPONEMENT OF THIS ITEM. A PUBLIC HEARING WILL BE RESCHEDULED FOR A FUTURE DATE.

b. Consider, discuss and take any action necessary regarding the above request by The Hollows at Lake Travis, LLC, for approval of a final plat to subdivide 16.75 acres of land to be known as The Hollows Sanctuary South Phase 1 into 28 single family lots and two open spaces/drainage lots for property located off Destination Way, Jonestown, TX.

APPLICANT HAS REQUESTED POSTPONEMENT. NO ACTION WILL BE TAKEN ON THIS ITEM.

- 15. Consider, discuss and take any action necessary regarding an ordinance of the City Council of the City of Jonestown, Texas, amending Article 8.06, “Sex Offender Regulations” of the Code of Ordinances to provide that in the event the city council denies a request for an exemption from the residency restrictions that the city attorney shall notify the child sex offender or registrant in writing; providing that a child sex offender or registrant who is the subject of denial of a requested exemption shall have no more than sixty days in which to move to an area where his or her residency is not prohibited. (postponed from the June 10, 2021, council meeting)**

Alderman Nelsen moved to approve the ordinance, seconded by Alderman Schaffner. **The motion passed unanimously.**

- 16. Consider, discuss, and take any action necessary to propose a tax rate for Fiscal Year 2021-2022.**

City Manager Jones stated the tax rate being proposed is \$0.5188, a slight reduction from this year’s rate of \$0.5656, pointing out that council can approve a lower rate, but cannot approve a rate higher than that proposed at this meeting. Alderman Davis moved to

propose a tax rate of \$0.5188 per \$100 of valuation for Fiscal Year 2021 – 2022. Alderwoman Bush seconded the motion. **The motion passed unanimously.**

17. Discussion of the proposed Fiscal Year 2021-2022 budget.

City Manager Jones reviewed the major changes in the proposed budget compared to the last budget, being the addition of two police officers, a new planning/GIS position in the Development Department, and additional Public Works staff. Council discussed police staffing with input from Chief Taylor and suggested delaying the addition of a second officer until mid-year. No action was taken.

18. Consideration and possible action to schedule a public hearing on the Fiscal Year 2021-2022 budget, public hearing on the tax rate, and the vote on adoption of the proposed budget and tax rate.

Alderman Nelsen moved to schedule a public hearing on the proposal to adopt a tax rate and a public hearing and action on the Fiscal Year 2021-2022 budget, for a council meeting at 7:30 p.m. on September 2, 2021; and to set the council meeting date of September 9, 2021, 7:30 p.m., for a vote on adoption of the tax rate, both meetings to be held at the City Council Chamber, 18649 FM 1431, Suite 3A, Jonestown, Texas. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

19. ADJOURNMENT

Alderwoman Bush moved to adjourn, seconded by Alderman Schaffner. The motion passed unanimously. Mayor Johnson adjourned the meeting at 8:26 p.m.

PASSED AND APPROVED AT A REGULAR MEETING HELD ON _____, 2021.

Paul Johnson, Mayor

ATTEST:

Rachel Austin, City Secretary

**MINUTES OF THE JONESTOWN CITY COUNCIL SPECIAL CALLED MEETING
HELD SEPTEMBER 2, 2021, 7:30 P.M., AT THE CITY COUNCIL CHAMBER, 18649 FM
1431, SUITE 3A, JONESTOWN, TEXAS**

Paul Johnson, Mayor Tom Buckle, Mayor Pro Tem, Place 2	Eric Davis (Place 1) Rod Schaffner (Place 3)	Dave Nelsen (Place 4) Linda Bush (Place 5)
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Council Present: Mayor Johnson, Mayor Pro Tem Buckle, Alderwoman Bush, Alderman Davis, Alderman Schaffner.

Absent: Alderman Nelsen.

Staff present: City Administrator Jones, Finance Director Sorrell, Chief Taylor, City Secretary Austin.

ITEMS OPENING MEETING

1. CALL TO ORDER, ESTABLISH QUORUM, DECLARE MEETING OPEN

Mayor Johnson announced a quorum present and opened the meeting at 7:31 p.m.

2. PLEDGE OF ALLEGIANCE

GENERAL BUSINESS AND ACTION ITEMS

3. PUBLIC HEARING to consider public comments on adopting a proposed tax rate for Fiscal Year 2021 – 2022. The proposed rate is \$ 0.5188 per \$100 of valuation. The City Council will vote on the proposed tax rate at their meeting on September 9, 2021, 7:30 p.m., in the City Council Chamber, 18649 FM 1431, Suite 3A, Jonestown, Texas.

Mayor Johnson opened the public hearing; there being no one wishing to speak, the hearing was closed.

4. a. PUBLIC HEARING to consider public comments on adopting the proposed Fiscal Year 2021 – 2022 budget.

Mayor Johnson opened the public hearing; there being no one wishing to speak, the hearing was closed.

b. Consider, discuss and take any action necessary on an ordinance of the City of Jonestown, Texas, adopting a budget for the ensuing fiscal year beginning October 1, 2021, and ending September 30, 2022; appropriating the various amounts thereof, and repealing all ordinances or parts of ordinances in conflict therewith; and providing for an effective date.

Mayor Johnson read the budget cover page statement regarding the proposed tax increase. Mayor Pro Tem Buckle moved to postpone taking action on the budget until the September 9, 2021, council meeting. Alderwoman Bush seconded the motion. **The motion passed unanimously.**

5. Consider, discuss and take any action necessary to approve an order canceling the November 2, 2021, election.

The certification of unopposed candidates was provided to the council. Alderman Davis moved to approve the order canceling the November 2, 2021, election. Alderwoman Bush seconded the motion. **The motion passed unanimously.**

6. ADJOURNMENT

Mayor Pro Tem Buckle moved to adjourn, seconded by Alderman Schaffner. The motion passed unanimously. Mayor Johnson adjourned the meeting at 7:35 p.m.

PASSED AND APPROVED AT A REGULAR MEETING HELD ON _____, 2021.

Paul Johnson, Mayor

ATTEST:

Rachel Austin, City Secretary

To: Jonestown City Council
From: City Secretary's Office
Date: September 9, 2021

RECORDS MANAGEMENT REPORT 2021

Attached is the list of records to be approved for destruction, listed by box and indicating the record series, retention period and cubic feet included per item. A total of 59 boxes equaling 57 cubic feet of paper is scheduled for destruction, along with one box of video and audio discs.

Condor Document Services will provide the shredding service at a rate of \$6.00 per box with no trip charge or other fees. Condor will perform an onsite shred and issue a certificate of destruction upon completion. They comply with all state and federal laws regarding disposal of sensitive information.

Development Services has been diligent in clearing out a large collection of old paper files and transferring permanent records to smaller more manageable paper forms. Much of their temporary documentation is now received and stored digitally in the MyGovernmentsOnline software system, saving a great deal of storage space and leading to less paper waste.

City boards, commissions, committees and council are being transitioned to digital packets to cut down on paper cost, waste, and storage needs. Packets will be stored in digital form for their required lifecycle, and will be readily available for viewing as necessary.

As more documents are originated, transmitted and stored in digital format only, records management will involve less paper destruction and will transition to more "virtual destruction" of computer files. Such destruction will still have to be scheduled, tracked and documented, but will result in a reduction of time and physical effort as compared with handling paper files. It should be noted that city records classified as permanent are still maintained in their original paper form, with electronic backups. As the city does not have the ability to guarantee migration of documents as digital storage methods constantly evolve, keeping permanent documents in their paper form is recommended by many records management professionals.

Documents that have met their retention are being brought to this office on a regular basis for cataloging and disposal, which not only frees space but also reduces the City's liability. The cooperation of all city departments in managing their records is to be commended.

Records Destruction Documentation By Box Contents
2021

Box #	Record Type	Record Series#	Retention	Inclusive Years	Cubic Feet
1	Accounts payable records	GR1025-26	FE + 3 years	2012-2013	1.00
2	Payroll registers	GR1050-52a(2)	4 years	2012-2013	0.60
	Time Sheets	GR1050-56	4 years	2012-2013	0.40
3	Trails End Development agreement - VOID, never developed, Travis Count purchased land in 2/2015	GR1000-25	exp + 4 years	2007	0.10
	Police Department Grant	GR1025-08a	FE + 3 years	2013	0.05
	Monthly reports - sales tax, building activity	GR1000-41a(4)	3 years	2009-2014	0.10
	Building inspection lists	PW5250-08	3 years	1/2011-3/2016	0.10
	Conflict of Interest Affidavit	GR1050-05	vacated + 5 years	2012	NM
	Contractor registrations	GR1000-36	exp + 2 years	2016-2017	NM
	Transitory information - Mayor Powell	GR1000-50	AV	2016	0.10
	Correspondence - Mayor Powell, court	GR1000-26b	2 years	2009-2016	0.10
	Agenda packets - CC, P & Z	GR1000-03g	2 years	2015-2016	0.45
4	Accounts Payable records	GR1025-26	FE + 3 years	2012-2013	0.80
	Accounts Receivable records	GR1025-27a	FE + 3 years	2012-2013	0.20
5	Accounts Receivable records	GR1025-27a	FE + 3 years	2012-2013	0.20
	Time Sheets	GR1050-56	4 years	2012-2013	0.40
	Payroll registers	GR1050-52a(2)	4 years	2012-2013	0.40
6	Dev. Services building permit applications	PW5250-04a	CO + 5 years	1998-2013	0.04
6	Dev. Services building permits and CO's	PW5250-04b	AV	1998-2013	0.04
	Dev. Services miscellaneous applications and permits	PW5250-10a	5 years	1998-2013	0.04
	Dev. Services building permit logs	PW5250-05a	AV	1998-2013	0.03
	Dev. Services inspection reports	PW5250-08	3 years	1998-2013	0.03
	Dev. Services Health Inspection reports	HR47758-27	3 years	2016	NM
	Employee selection records - Police Chief	GR1050-11	selection + 2 years	2017	0.02
	Applications for Police Chief position	GR1050-14a	action + 2 years	2017	0.25
	Park Surveys	GR1000-47	report + 3 years	2012, 2015	0.05
	Board/Commission applications	GR1050-14	2 years	2016-2017	NM
	Oaths of Office	GR1050-23	left office + 5 years	2007-2011	NM
	Cash receipts	GR1025-27a	FE + 3 years	FE 2013	0.40
	Employment applications	GR1050-14a	2 years	2017	0.10
7	Receipt Books	GR1025-27a	FE + 3 years	2008-2014	1.00
8	Deposits and cash receipts - WW customers	GR1025-28	FE + 5 years	FY 2012	1.00
9	Public Works Invoices, PO's, receipts	GR1025-26a	FE + 3 years	FY 2013-2014	0.60
	Wastewater billing and GL posts	UT5000-04c	FE + 5 years	2012	0.10
	Library Finance records	GR1025-27a	FE + 3 years	FY 2010-2016	0.20
	TCEQ notice letters	GR1000-26c	AV	2019	0.10
10	Vehicle/Equipment maintenance records - Public Works	GR175-18a(1)	1 Year	2002-2010	0.50
	WWTP sludge trip tickets	UT5025-14d	5 Years	2007-2008	0.05
	Chemical analysis of WWTP effluent	UT5025-02	10 Years	2006-2008	0.05
	Dev. Services correspondence	GR1000-26c	AV	2010-2019	0.05
	Dev. Services transitory information	GR1000-50	AV	2010-2019	0.05
	Dev. Services convenience copies				0.25
	Dev. Services burn permits	GR1000-36	Exp + 2 years	2007-2014	0.01
	Dev. Services building trades licensing records	PW5250-07	Exp + 3 years	2015	0.05
11	Admin convenience copies, drafts, notes				0.75
	Catalogs, mailers	GR1000-26c	AV	2018-2019	0.25
12	Applications for employment - additional materials	GR1050-14(b)	AV		0.15
	Outdated blank forms				0.10
	Disciplinary files - PD	PS4075-01(e)	2 years	2009	0.02
	Employment applications	GR1050-14a	2 years	2016	0.20
	Phone message books	GR1000-50	AV	2012-2015	0.05
	Peddler, procession permits	GR1000-36	2 years	2000-2015	0.02
	Draft copies of personnel manual work-transitory	GR1000-50		2013	0.10
	PIA requests	GR1000-34(a)	fulfillment + 1 year	2017	0.10
	Agenda packets - CC, P & Z	GR1000-03g	2 years	2016	0.20
	Correspondence - TCEQ notice letters	GR1000-26c	AV	2018	0.05

**Records Destruction Documentation By Box Contents
2021**

	Grievance records	GR1050-20	Final + 2 years	2014	0.01
13	Boat Launch cash receipts	GR1025-27a	FE + 3 years	FY 2015-2016	1.00
14	Boat Launch cash receipts	GR1025-27a	FE + 3 years	FY 2015	1.00
15	Convenience copies/duplicates				0.60
	Invoices/PO's/Receipts	GR1025-26a	FE + 3 years	2010-2016	0.40
16	Convenience copies, outdated publications				1.00
17	Grant Records	GR1025-08	FE + 5 years	2003-2009	1.00
18	Dockets and docket sheets	LC2350-06b	5 years	2013	1.00
19	Dockets and docket sheets	LC2350-06b	5 years	2013	0.50
	Insurance policies	GR1000-29	Exp + 4 years	2010-2014	0.30
	Insurance claim records	GR1000-46	close + 3 years	2010-2014	0.20
20	Dev. Services convenience copies				0.65
	Dev. Services personal notes				0.25
	Dev. Services draft copies				0.10
21	Accounts Receivable receipt books library	GR1050-26a	FR + 3 years	2007-2015	0.20
	Duplicate copies - from Lina Wintz's file cabinet			2006-2013	0.40
	obsolete check forms				0.40
22	Accounts payable and disbursements - Public Works	GR1025-26a	FE + 3 years	2010-2016	0.50
	WW customer billing records	UT5000-04b	FE + 3 years	2012-2016	0.30
	General correspondence - misc	GR1000-26b	2 years	2014-2018	0.15
	Admin correspondence - misc	GR1000-26a	4 years	2016	0.05
23	Employee evaluations	GR1050-21	US + 2 years	2001-2015	0.01
	Employee deductions authorizations	GR1050-50	Exp + 4 years	2015	0.01
	Certified Agendas	GR1000-01b	2 years	2015-2018	0.02
	Admin correspondence - misc	GR1000-26a	4 years	2012-2016	0.15
	General correspondence - misc	GR1000-26b	2 years	2016-2017	0.02
	Employee Training Certificates	GR1050-04	Sep + 5 years	2000-2012	0.10
	Employment applications - PD, other	GR1050-14a	2 years	2017-2018	0.05
	Public Information Act requests	GR1000-34a	1 year	2018-2019	0.20
	Oaths of office - boards & commissions	GR1050-23	US+5 or res+5	2010-2015	0.03
	calendars	GR1000-45	CE + 1 year	2017-2019	0.01
	Notes for minutes -council & all boards	GR1000-03b	approve+90 days	2013-2020	0.20
	Monthly Department Reports	GR1000-41a(4)	3 Years	2015-2017	0.20
24	Building permit application files	PW5250-04a	CO + 5 years	1998-2013	0.50
	Purchase Orders	GR1025-26a	FE + 3 years	FY2011-2016	0.20
	Boat Launch permit applications	GR1000-36	Expire + 2 years	2015-2018	0.20
	Wastewater service applications	UT5000-16b	3 years	2006-2017	0.10
25	Accounts payable	GR1025-26a	FE + 3 years	FY 2014	1.00
26	Accounts payable	GR1025-26a	FE + 3 years	FY 2014	1.00
27	Banking records - deposits	GR1025-28	FE + 5 years	FY 2014	0.75
	Receipt Books	GR1025-27a	FE + 3 years	FY 2014-2016	0.25
28	Offense records - PD	PS4125-05b	6 months	2000-2016	0.30
	Offense records - PD	PS4125-05b(1)	2 Years	2000-2016	0.20
	Offense records - PD	PS4125-05b(2)	10 Years	2000-2010	0.15
	Incident reports - PD	PS4150-07	3 Years	2000-2016	0.10
	Calls for service - PD	PS4100-05	2 Years	2000-2016	0.10
	Packing Slips - Admin	GR1075-03c	AV	2009-2016	0.15
29	Closed case files/dockets	LC2350-04a	Close + 5 years	2014-2015	1.00
30	Closed case files/dockets	LC2350-04a	Close + 5 years	2014	1.00
31	Banking records - bank statements	GR1025-28	FE + 5 years	FY 2010-2015	0.80
	Banking records - deposits	GR1025-28	FE + 5 years	FY2015	0.20
32	Library patron applications	PW5500-02	AV	1999-2017	1.00
33	Criminal Court - dismissed cases	LC2350-04b	dismissal + 2 years	2000-2015	1.00
34	Banking deposits	GR1025-28	FE + 5 years	FY 2015	0.40
	Library patron applications	PW5500-02	AV	1999-2017	0.50
	Extra copies of old audits	N/A	AV	2015-2020	0.10
35	Municipal Court - dismissed case papers	LC2350-04b	dismissal + 2 years	2000-2017	1.00
36	Closed case files/dockets	LC2350-04a	Close + 5 years	2014-2015	0.35
	Municipal Court - Daily postings	GR1025-31a	30 days	2015	0.20

**Records Destruction Documentation By Box Contents
2021**

	Municipal Court - monthly reports - allocation of receipts due to state	GR1025-27b	remit + 5 years	2015	0.30
	Banking records - deposits	GR1025-28	FE + 5 years	FE 2015	0.15
37	Criminal Court cases - closed files	LC2350-04a	Close + 5 years	2012	1.00
38	Criminal Court cases - closed files	LC2350-04a	Close + 5 years	2012	1.00
39	Accounts payable records	GR1025-26a	FE + 3 years	FY 2015	0.90
	Federal Tax Forms (W-2's, 1099's)	GR1050-53b	Tax paid + 4 years	2010-2015	0.10
	Federal Tax Forms (W-4's)	GR1050-53a	Sep/chg + 4 years	2000-2013	0.01
40	Accounts payable records	GR1025-26a	FE + 3 years	FY 2015	1.00
41	Time Sheets	GR1050-56	4 years	2014-2015	0.80
	Leave requests-attached to time sheets	GR1050-54b	FE + 3 years	2014-2015	n/a
	Payroll tax deposits, TWC taxes	GR1050-53b	Tax paid + 4 years	2010-2013	0.20
42	Transitory information	GR1000-50	AV	2020	0.20
	Convenience Copies				0.50
	Routine Correspondence	GR1000-26c	AV	2020	0.30
43	Wastewater Billing records	UT5000-04b	FE + 3 Years	FY 2013	0.40
	Wastewater receipts - bank deposits	GR1025-28	FE + 5 Years	FY 2013	0.30
	Wastewater receipts - cash receipt records	GR1025-27a	FE + 3 years	FY 2013	0.20
	Wastewater ledgers	GR1025-30c	FE + 5 years	FY 2013	0.10
44	Wastewater Billing records	UT5000-04b	FE + 3 years	FY 2014	0.40
	Wastewater receipts - bank deposits	GR1025-28	FE + 5 years	FY 2014	0.40
	Wastewater receipts - cash receipt records	GR1025-27a	FE + 3 years	FY 2014	0.20
45	Accounts payable - funds transmitted to state comptroller for MC - criminal costs and fees	GR1025-26c	FE + 3 years	2004-2016	0.10
	Convenience copies, drafts, notes (Development Services)				
	Transitory information	GR1000-50	AV	2010-2020	0.70
	Cash receipts	GR1025-27a	FE + 3 yrs	2013	0.20
46	Unsuccessful bids	GR1075-01b	2 years	2016-2018	0.30
	Successful bids (formal contracts)	GR1075-01a	4 years	2013-2016	0.25
	Federal & State tax forms/reports (to IRS and TWC)	GR1050-53b	tax due + 4 yrs	2008-2016	0.05
	Correspondence - Administrative	GR1000-26a	4 years	2014	0.10
	Contracts/Leases/Agreements	GR1000-25	exp + 4 yrs	2014-2016	0.30
47	Dismissed cases	LC2350-04a	final disp + 5 yrs	2003-2012	0.35
	Juvenile case files	PS4225-06a	21 yrs of age	n/a	0.45
	Report (PD on animal control)	GR1000-41a3	5 years	2007	0.03
	Survey of citizens	GR1000-47	3 years	2012	0.03
	Memos and notes	GR1000-26c	AV	2010-2012	0.15
48	Permits, alarm (PD)	GR1000-36	2 years	2018-2019	0.05
	Public Information Act requests (PD)	GR1000-34b	2 years	2014-2019	0.10
	Employment applications (PD)	GR1050-14a	2 years	2017	0.02
	Telephone memos (PD)	GR1075-41b	1 year	2015-2017	0.02
	Bulletins (PD)	PS4025-02	1 year	2013	0.02
	Time cards (PD)	GR1050-56	4 years	2009	0.02
	FTO evaluations (PD)	GR1050-21	US + 2 yrs	2006-2008	0.02
	Training records (PD)	GR1050-28	sep + 5 yrs	2012-2014	0.05
	Disciplinary records(PD)	GR1050-07	close + 2 yrs	2012-2014	0.05
	Police Academy records (PD)	PS4325-01	sep + 5 yrs	2012-2014	0.05
	Reports of resignation/termination (PD)	PS4325-03	sep + 5 yrs	2012-2014	0.05
	Duplicate records				0.10
	Activity logs (PD)	PS4125-01	2 years	2000-2004	0.08
	Correspondence (PD)	GR1000-26a	4 years	2006-2010	0.18
	Incident reports (PD)	PS4150	3 years	2013-2017	0.20
49	Incident reports (PD)	PS4150-07	3 years	2013-2018	0.30
	Accident reports (PD)	PS4150-01b	AV	2018	0.10
	Offense reports (PD)	PS4125-01	2 years	2018	0.10
	Video recordings (PD)	PS4125-04b	AV	2017	0.02
	Offense investigation records (PD)	PS4125-05b	6 mo to 2 yrs	2016-2019	0.10
	Rap Sheets (PD)	PS4125-06	AV	2017-2018	0.05
	Property records (PD)	PS4175-09	Disp of prop + 3 yrs	2017-2018	0.06
	Stolen property records (PD)	PS4175-12	AV	2017-2018	0.05

Records Destruction Documentation By Box Contents

[illegible]



APPOINTMENT FORM - GENERAL ASSEMBLY REPRESENTATIVE CAPITAL AREA COUNCIL OF GOVERNMENTS

The governing bodies of CAPCOG's members designate General Assembly representatives.

Counties: Official appointments are made at Commissioners Court.
 Cities, Towns, Villages: Official appointments are made at City Council meetings.
 Organizations: Official appointments are made by the Board or other governing body.

PLEASE COMPLETE THE FOLLOWING SECTION

Governing Body:

_____ County Commissioners Court (e.g., Travis County Commissioners Court)

-OR-

Jonestown _____ City Council (e.g., Austin City Council)

-OR-

_____ Other (Board or other governing body)

City of Jonestown
 City, County, or Organization being represented

Dave Nelsen

Name of Representative

Alderman

Position

18649 FM 1431, Suite 4A

Address

Jonestown, TX 78645

City, Zip Code

512-267-3243

Telephone Number

512-267-4572

Fax Number

dnelsen_place4@austin.rr.com

Email address (General Assembly Reps. will be subscribed to CAPCOG Connections, Training Alerts, & other e-newsletters.)

Check One:

☒ Reappointment

☐ Filling Vacancy

☐ Changing Representative

 Name of Previous Representative

I confirm our governing body appointed the above individual to serve as a CAPCOG General Assembly

Representative for the above entity on _____

Date of Meeting

 Signature of Chief Elected Official/Chair of Governing Board

 Date

Please fax this form to 512-916-6001 or email it to dbrea@capcog.org. For questions about completing this form, call Deborah Brea at 512-916-6018.

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

10

(City Secretary's Use Only)

Department: Development Services

Prepared by: Cynthia Jolly

Budgeted Amount: \$ 0

Date Prepared: September 2, 2021

Exhibits Application, Survey, Deed

TCAD Map

Certification of Mailing for Public Notice

Subject

A request for zoning change from "Expired Planned Unit Development" to "R-1 Single Family Residential" for property located at 17363 E Reed Parks Road (Greg, Scott, Hayford Survey, Tract 11, 5.338 acres), Jonestown, Texas.

Recommendation

Consider, discuss, and take any action necessary regarding a request by Csaba Kos & Seon Mee Chang for a zoning classification change from "Expired Planned Unit Development" to "R-1 Single Family Residential" in accordance with Chapter 14: Zoning, Section 14.02.066, of the Jonestown Code of Ordinances, for property located at 17363 E Reed Parks Rd (Greg, Scott, Hayford Survey (Tract 11) 5.338 Acres), Jonestown, TX.

Discussion

This 5.338 acre tract is part of the 57.248 acre property located at FM 1431 and E Reed Park Road (TCAD map attached). This property is currently zoned "Expired PUD", and the applicant would like to rezone to "R-1" single family residential with the intent of building a single-family home on the property. A portion of this tract lies in the flood zone. At the September 1 meeting, Planning and Zoning Commissioners voted to recommend to Council to approve this rezoning request from "Expired PUD" to "R-1" single family residential. Neighboring properties are also zoned "R-1" single family residential.

Approval By

Department Head

Signature

C. Jolly

Date

9/2/21

City Administrator

[Signature]

9/3/21

City of Jonestown

18649 FM 1431, Suite 4-A
Phone 512-267-3243 Fax 512-267-4572

REQUEST TO BE PLACED ON THE AGENDA OF THE PLANNING AND ZONING COMMISSION AND/OR CITY COUNCIL

FOR THE CONSIDERATION OF A:

ZONING CHANGE ☒ CONDITIONAL USE PERMIT ☐ SUBDIVISION ☐

SUBDIVISION VARIANCE ☐ OTHER ☐

Date Submitted 08/04/2021 Date accepted for filing with City _____

Name of owner Csaba Kos & Seon Mee Chang Phone number 737-781-2127

Owner's mailing address 2820 Lantana Ridge Dr, Austin, TX - zip 78732

Subject property street address 17363 E Reed Parks Rd, Jonestown, TX 78645

Legal Description 5.338 AC JEREMIAH GREGG SY 603 (Tract 11)

Explanation of request Requesting zoning change (expired PUD to R-1)

To complete file:

- Copy of plat or survey of subject property
- If application is for a variance or conditional use permit, attach a detailed drawing or a plot plan showing the location of the area on the property that will be affected by this request.
- All filing fees, and related fees must be paid before the request will be put on an agenda.

Applicant's signature [Signature] Date 08/04/2021

Reviewed and accepted for filing by:

Name _____ Title _____

Meeting Dates: P&Z _____ City Council _____

Action from meetings: P&Z _____

City Council _____

LEGEND

- 1/2" IRON PIN FOUND
- SET 1/2" IRON PIN WITH CUPLIN PROPERTY CAP
- △ CALC POINT
- .../... VOLUME/PAGE
- P.R.T.C. PLAT RECORDS TRAVIS CO.
- O.P.R.T.C. OFFICIAL PUBLIC RECORDS TRAVIS COUNTY
- () RECORD INFO/SUBJECT
- [] RECORD INFO/ADJOINER



REMAINDER OF CALLED 57.248 ACRES
O'DUNAIGH LIMITED PARTNERSHIP
DOC. NO. 2020221616--O.P.R.T.C.

APPROXIMATE FLOOD PLAIN LINE
AS GRAPHICALLY SHOWN ON
FEMA MAP NO. 48453C0210J
DATED: 01/22/2020

TRACT 11
5.338±AC.

PORTION OF CALLED 57.248 ACRES
O'DUNAIGH LIMITED PARTNERSHIP
DOC. NO. 2020221616--O.P.R.T.C.

SAMUEL HAYFORD SURVEY NO. 54, ABSTRACT NO. 2669

JEREMIAH GREGG SURVEY NO. 603, ABSTRACT NO. 325

SAM T. SCOTT SURVEY NO. 39, ABSTRACT NO. 2200

SAMUEL HAYFORD SURVEY NO. 54, ABSTRACT NO. 2669
SAM T. SCOTT SURVEY NO. 39, ABSTRACT NO. 2200

1.239±AC.

1.285±AC.

282.35'
S57°35'46"W
(S57°40'00"W)

NORTH
SEC
99/1

REMAINDER OF CALLED 57.248 ACRES
O'DUNAIGH LIMITED PARTNERSHIP
DOC. NO. 2020221616--O.P.R.T.C.

POINT OF BEGINNING

WILKINS ROAD

Being 5.338 acres out of the following surveys:

NAME	SURVEY NO.	ABSTRACT NO.	ACRES
JEREMIAH GREGG	603	325	2.814
SAM T. SCOTT	39	2200	1.285
SAMUEL HAYFORD	54	2669	1.239

and being a portion of that certain tract of land described as 57.248 acres in a General Warranty Deed dated November 9, 2020, from John P. Downs to O'Dunaigh Limited Partnership, of record in Document No. 2020221616, Official Public Records of Travis County, Texas, said 5.338 acres being further described by metes and bounds as follows:

BEGINNING at a 1/2" iron rod found in the Northern Right of Way line of Reed Parks Road at the Southwest corner of Lot 24, Northlake Hills, Section One, a platted subdivision of record in Volume 99, Page 129, Plat Records of Travis County, Texas, for the Southeast corner of said 57.248 acres (hereafter called Parent Tract) and the Southeast corner hereof;

THENCE with the Northern Right of Way line of said Reed Parks Road and the Southern boundary line of said Parent Tract, the following two (2) courses and distances:

1. Along a curve to the left with radius of 335.38 feet, a delta angle of $11^{\circ}43'31''$, and a chord of 68.51 feet bearing $S 78^{\circ}37'27'' W$, an arc distance of 68.63 feet to a 1/2" iron rod found for the Point of Tangency of same, and
2. $S 72^{\circ}38'24'' W$, a distance of 236.57 feet to a 1/2" iron rod found for an angle point in the Parent Tract and the Southwest corner hereof;

THENCE over and across the Parent Tract, the following four (4) courses and distances:

1. $N 17^{\circ}29'52'' W$, a distance of 224.03 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof,
2. $N 23^{\circ}01'41'' E$, a distance of 121.90 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof,
3. $N 33^{\circ}18'58'' E$, a distance of 147.13 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof, and
4. $N 73^{\circ}09'39'' E$, at 355.94 feet passing a 1/2" iron rod with plastic cap stamped "CUPLIN" set on line, in all a distance of 485.94 feet to a calculated point inundated by the waters of Lake Travis in the Southern boundary line of Lot 44, Gregg Point, a subdivision of record in Volume 6, Page 159, Plat Records of Travis County, Texas, for the Northernmost corner hereof;

THENCE $S 52^{\circ}02'35'' E$, with the Southern boundary line of said Gregg Point Subdivision, a distance of 230.56 feet to a calculated point inundated by water in the Northern boundary line of said Northlake Hills, Section One, for the Southwest corner of said Gregg Point and the Easternmost corner hereof;

THENCE with the Northwest boundary line of said Northlake Hills, Section One, the following two (2) courses and distances:

$S 57^{\circ}35'45'' W$, at 110.00 feet passing a 1/2" iron rod with plastic cap stamped "CUPLIN" set on line, in all a distance of 392.35 feet to a 1/2" iron rod found for angle point hereof;

THENCE $S 28^{\circ}39'00'' W$, a distance of 174.80 feet to the POINT OF BEGINNING and calculated to contain 5.338 acres.

NOTE:

A Plat of Survey of even date was prepared and is intended to accompany the above described tract of land. Bearings are based on North American Datum of 1983, Texas Central Zone.

I HEREBY CERTIFY EXCLUSIVELY TO LONGHORN TITLE COMPANY, INC., HEATHER LYNN FRANK AND KEVIN FRANK, THAT THIS SURVEY WAS PERFORMED ON THE GROUND AND WAS SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION. CUPLIN & ASSOCIATES, INC. ACCEPTS NO RESPONSIBILITY FOR THE USE OF THIS

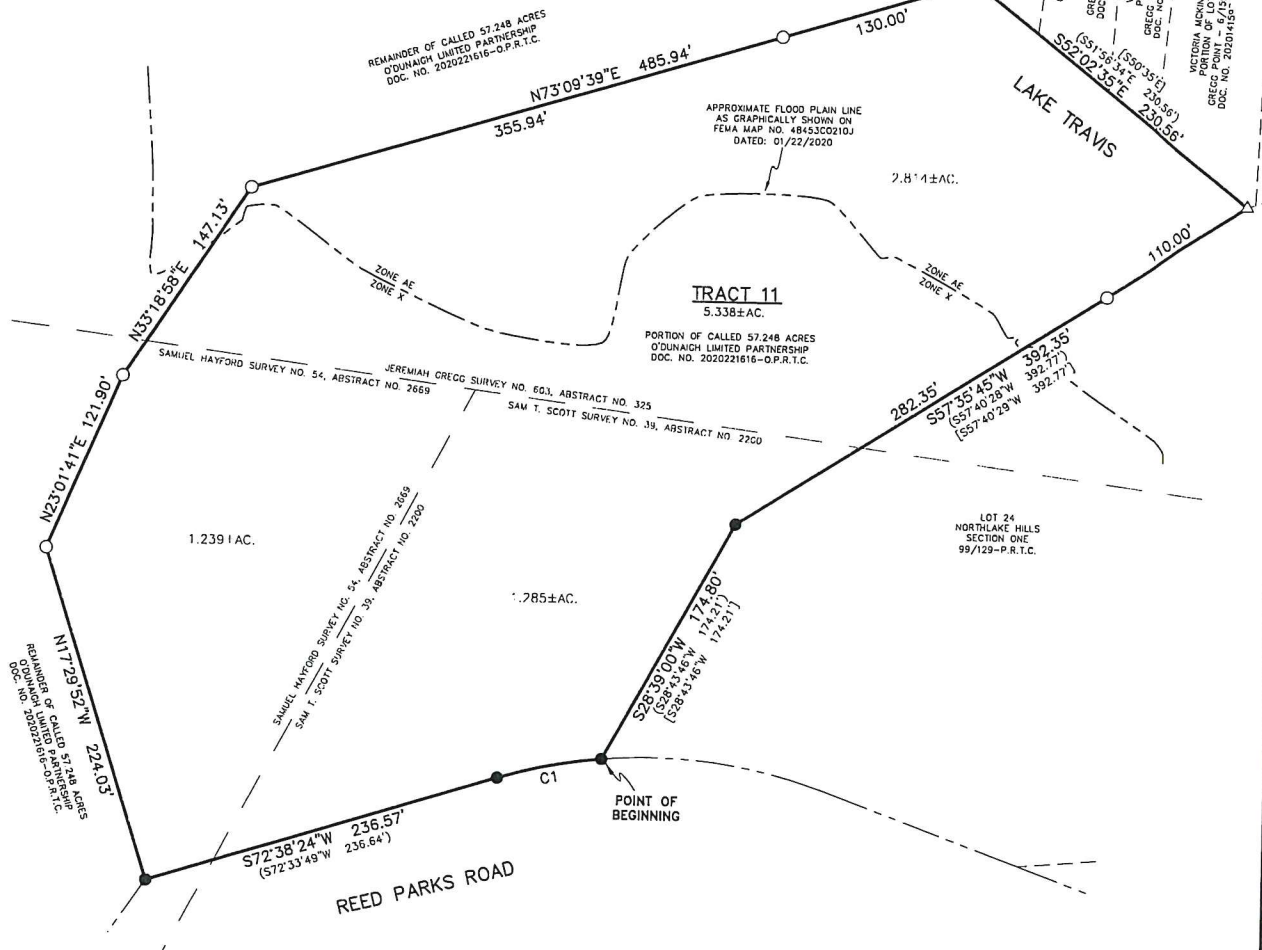
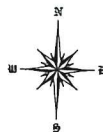


MISSIONS LLC





LEGEND	
●	1/2" IRON PIN FOUND
○	SET 1/2" IRON PIN WITH CUPLIN PROPERTY CAP
△	CALC POINT
...	VOLUME/PAGE
P.R.T.C.	PLAT RECORDS TRAVIS CO.
O.P.R.T.C.	OFFICIAL PUBLIC RECORDS TRAVIS COUNTY
()	RECORD INFO/SUBJECT
[]	RECORD INFO/ADJOINER



- NOTES:**
- 1) PORTIONS OF THE SUBJECT PROPERTY ARE LOCATED WITHIN ZONE AE (AREAS WITHIN THE 100 YR FLOOD) AS GRAPHICALLY IDENTIFIED ON FEMA F.I.R.M., MAP NO. 48453C0210J, EFFECTIVE 01/22/2020.
 - 2) BASIS OF BEARINGS ARE TO THE NORTH AMERICAN DATUM OF 1983, TEXAS COORDINATE SYSTEM, CENTRAL ZONE.
 - 3) OWNER TO CONFIRM ALL SETBACK, EASEMENT, AND DESIGN REGULATIONS PRIOR TO DESIGNING AND/OR CONSTRUCTION ON THIS PROPERTY WITH THE PROPER REGULATORY AGENCY.
 - 4) THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT AND MAY HAVE ADDITIONAL ENCUMBRANCES. SURVEYOR NOT RESPONSIBLE FOR ANY ENCUMBRANCES THAT A TITLE COMMITMENT MAY DISCLOSE.

BOUNDARY SURVEY

LOCAL ADDRESS: REED PARKS ROAD, JONESTOWN, TEXAS.

LEGAL DESCRIPTION: BEING 5.338 ACRES OUT OF THE FOLLOWING SURVEYS:

NAME	SURVEY NO.	ABSTRACT NO.	ACRES
JEREMIAH GREGG	603	325	2.814
SAM T. SCOTT	39	2200	1.285
SAMUEL HAYFORD	54	2669	1.239

AND BEING A PORTION OF THAT CERTAIN TRACT OF LAND DESCRIBED AS 57.248 ACRES IN A GENERAL WARRANTY DEED DATED NOVEMBER 9, 2020, FROM JOHN P. DOWNS TO O'DUNAIGH LIMITED PARTNERSHIP, OF RECORD IN DOCUMENT NO. 2020221616, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 5.338 ACRES BEING FURTHER DESCRIBED BY METES AND BOUNDS IN SEPARATE DOCUMENT OF EVEN DATE, TO ACCOMPANY THIS SURVEY.

SUBJECT TO CURRENT TERMS AND CONDITIONS OF LAND USE AND SUBDIVISION REGULATIONS OF THE CITY OF JONESTOWN, TRAVIS COUNTY, TEXAS.

I HEREBY CERTIFY EXCLUSIVELY TO DAVID ROTHENBERG AND PLACE DESIGNERS, THAT THIS SURVEY WAS PERFORMED ON THE GROUND AND WAS SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION. CUPLIN & ASSOCIATES, INC. ACCEPTS NO RESPONSIBILITY FOR THE USE OF THIS SURVEY BY ANYONE OTHER THAN THE ABOVE REFERENCED PARTIES HEREBY CERTIFIED TO FOR THIS SPECIFIC TRANSACTION ONLY. COPYRIGHT 2021, CUPLIN & ASSOCIATES, INC. ©.

DANNY J. STARK, R.P.L.S. NO. 5602 DATED 04/05/2021

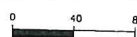


1 OF 1

PROJ NO. 21210
PREPARED FOR: DAVID ROTHENBERG AND PLACE DESIGNERS
TECH: RPM
APPROVED: K.C. LUST
FIELDWORK PERFORMED ON:

1500 OLLIE LANE
MARBLE FALLS, TX. 78654
PH. 325-388-3300/830-693-8815
WWW.CUPLINASSOCIATES.COM

SCALE 1" = 80'



2	
1	
DATE	NO.
	DESCRIPTION

Being 5.338 acres out of the following surveys:

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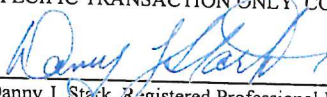
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Danny J. Stark, Registered Professional Land Surveyor No. 5602

Dated: 4/6/2021



Electronically Recorded

202

202

WITNESS THE EXECUTION HEREOF AS OF June 25, 2021.

Onionskin LLC, a Texas limited liability company

By: [Signature]
David B. Rothenberg, Member

By: [Signature]
Philip A. Wanke, Member

By: [Signature]
Steve Sorenson, Member

ACKNOWLEDGEMENT

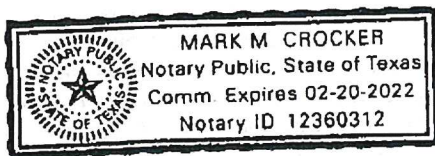
STATE OF TEXAS

§

COUNTY OF TRAVIS

§

Acknowledged before me on the 25 day of June, 2021, by David B. Rothenberg, Philip A. Wanke and Steve Sorenson, as the Members of Onionskin LLC, a Texas limited liability company, on behalf of said company.



[Signature]
Notary Public
My commission expires: 2-20-2022

PREPARED BY:

Wally Tingley & Associates, P.C.
8235 Shoal Creek Blvd
Austin, Texas 78757

AFTER RECORDING RETURN TO:

THE Title Company
8235 Shoal Creek Blvd
Austin, Texas 78757

Exhibit "A"

Being 5.338 acres out of the following surveys, Jeremiah Gregg Survey No. 603, Abstract No. 325 (2.814 Acres), Sam T. Scott Survey No. 39, Abstract No. 2200 (1.285 Acres) and the Samuel Hayford Survey No. 54, Abstract No. 2669, (1.239 Acres), and being a portion of that certain tract of land described as 57.248 acres in a General Warranty Deed dated November 9, 2020, from John P. Downes to O'Dunaigh Limited Partnership, of record in Document No. 2020221616, Official Public Records of Travis County, Texas, said 5.338 acres being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2" iron rod found in the Northern right-of-way line of Reed Parks Road at the Southwest corner of Lot 24, Northlake Hills, Section One, a platted subdivision of record in Volume 99, Page 129, of the Plat Records of Travis County, Texas, for the Southeast corner of said 57.248 acres (hereafter called Parent Tract) and the Southeast corner hereof;

THENCE with the Northern right-of-way line of said Reed Parks Road and the Southern boundary line of said Parent Tract, the following two (2) courses and distances:

1. Along a curve to the left with radius of 335.38 feet, a delta angle of $11^{\circ} 43' 31''$, and a chord of 68.51 feet bearing South $78^{\circ} 37' 27''$ West, an arc distance of 68.63 feet to a 1/2" iron rod found for the Point of Tangency of same, and;
2. South $72^{\circ} 38' 24''$ West, a distance of 236.57 feet to a 1/2" iron rod found for an angle point in the Parent Tract and the Southwest corner hereof;

THENCE over and across the Parent Tract, the following four (4) courses and distances:

1. North $17^{\circ} 29' 52''$ West, a distance of 224.03 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof;
2. North $23^{\circ} 01' 41''$ East, a distance of 121.90 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof;
3. North $33^{\circ} 18' 58''$ East, a distance of 147.13 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof, and;
4. North $73^{\circ} 09' 39''$ East, at 355.94 feet passing a 1/2" iron rod with plastic cap stamped "CUPLIN" set on line, in all a distance of 485.94 feet to a calculated point inundated by the waters of Lake Travis in the Southern boundary line of Lot 44, Gregg Point, a subdivision of record in Volume 6, Page 159, Plat Records, Travis County, Texas, for the Northernmost corner hereof;

THENCE South $52^{\circ} 02' 35''$ East, with the Southern boundary line of said Gregg Point Subdivision, a distance of 230.56 feet to a calculated point inundated by water in the Northern boundary line of said Northlake Hills, Section One, for the Southwest corner of said Gregg Point and the Easternmost corner hereof;

THENCE with the Northwest boundary line of said Northlake Hills, Section One, the following two (2) courses and distances:

South $57^{\circ} 35' 45''$ West, at 110.00 feet passing a 1/2" iron rod with plastic cap stamped "CUPLIN" set on line, in all a distance of 392.35 feet to a 1/2" iron rod found for angle point hereof;

THENCE South $28^{\circ} 39' 00''$ West, a distance of 174.80 feet to the POINT OF BEGINNING and calculated to contain 5.338 acres of land, more or less.

EXHIBIT A

Being 5.338 acres out of the following surveys, Jeremiah Gregg Survey No. 603, Abstract No. 325 (2.814 Acres), Sam T. Scott Survey No. 39, Abstract No. 2200 (1.285 Acres) and the Samuel Hayford Survey No. 54, Abstract No. 2669, (1.239 Acres), and being a portion of that certain tract of land described as 57.248 acres in a General Warranty Deed dated November 9, 2020, from John P. Downes to O'Dunaigh Limited Partnership, of record in Document No. 2020221616, Official Public Records of Travis County, Texas, said 5.338 acres being more particularly described by metes and bounds as follows:

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THENCE with the Northern right-of-way line of said Reed Parks Road and the Southern boundary line of said Parent Tract, the following two (2) courses and distances:

1. Along a curve to the left with radius of 335.38 feet, a delta angle of 11° 43' 31", and a chord of 68.51 feet bearing South 78° 37' 27" West, an arc distance of 68.63 feet to a 1/2" iron rod found for the Point of Tangency of same, and;
2. South 72° 38' 24" West, a distance of 236.57 feet to a 1/2" iron rod found for an angle point in the Parent Tract and the Southwest corner hereof;

THENCE over and across the Parent Tract, the following four (4) courses and distances:

1. North 17° 29' 52" West, a distance of 224.03 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof;
2. North 23° 01' 41" East, a distance of 121.90 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof;
3. North 33° 18' 58" East, a distance of 147.13 feet to a 1/2" iron rod set with plastic cap stamped "CUPLIN" for angle point hereof, and;
4. North 73° 09' 39" East, at 355.94 feet passing a 1/2" iron rod with plastic cap stamped "CUPLIN" set on line, in all a distance of 485.94 feet to a calculated point inundated by the waters of Lake Travis in the Southern boundary line of Lot 44, Gregg Point, a subdivision of record in Volume 6, Page 159, Plat Records, Travis County, Texas, for the Northernmost corner hereof;

THENCE South 52° 02' 35" East, with the Southern boundary line of said Gregg Point Subdivision, a distance of 230.56 feet to a calculated point inundated by water in the Northern boundary line of said Northlake Hills, Section One, for the Southwest corner of said Gregg Point and the Easternmost corner hereof;

THENCE with the Northwest boundary line of said Northlake Hills, Section One, the following two (2) courses and distances:

South 57° 35' 45" West, at 110.00 feet passing a 1/2" iron rod with plastic cap stamped "CUPLIN" set on line, in all a distance of 392.35 feet to a 1/2" iron rod found for angle point hereof;

THENCE South 28° 39' 00" West, a distance of 174.80 feet to the POINT OF BEGINNING and calculated to contain 5.338 acres of land, more or less.

Note: The Company is prohibited from insuring the area or quantity of the land described herein. Any statement in the above legal description of the area or quantity of land is not a representation that such area or quantity is correct, but is made for informational and/or identification purposes and does not override Item 2 of Schedule B, hereof.

Certification of Mailing

I hereby certify that I have notified the below listed property owners of the public hearing concerning the development request described in the attached public notice. This notice is in accordance with the Local Government Code, §211.007(c) and the City of Jonestown Code of Ordinances.

Don Yparrubia
Signature

07/14/2021
Date of mailing

Geographic Id	First Name	Last Name	Legal Description	Property Address
184600213	Leo J & Imogene	Jacque	Lot 86 * & W 1/2 Of Lot 85 Gregg Point Mh S#118248Qs11873A/B	18313 E Easy St
184580417	Joanna K	Tarvin	Lot 61-62 Gregg Point	18204 Gregg Bluff Rd
184600216	Betty Jo Jones &	Carter	Nw 25 Ft Of Lot 93 Gregg Point	E Easy St
184600211	Leo J & Imogene	Jacque	Lot 88 Gregg Point	18403 E Easy St
184600201	Ronald Edward	Sherrill	Lot 98 Gregg Point	18813 F M Rd 1431
184580502	Curtis S	Latimer	Lot 53 Gregg Point Mh S#Kbtxsn1801979 Title Canceled To Real Estate	18207 Gregg Bluff Rd
183670604	Joshua	Manley	Abs 325 Sur 603 *(Acr 6.013) Gregg Jeremiah Abs 383 Sur 607 *(Acr .35) Heartt Chas S Acr 6.199 *Total	17206 E Reed Parks Rd
184580526	Sandra & Rodney B	Schaffner	Lot 24 Northlake Hills Sec 1	18005 Crystal Cv
183670606	David R & Claretta C	Dedear	Abs 325 Sur 603 Gregg Jeremiah Acr 1.341	E Reed Parks Rd
183670633	Laurey J	Lynch	Abs 383 Sur 607 Heartt Chas S Acr 2.00	F M Rd 1431
183570501	William G	Billings	Abs 2669 Sur 54 Jung R J Acr 7.000	17340 E Reed Parks Rd
184600208	Floriberto Camacho & Rosalia Cortez Nuno	Cruz	Lot 91 Gregg Point	18409 E Easy St

Certification of Mailing

184600209	Cruz Floriberto Camacho &	Cruz	Lot 90 Gregg Point	18407 E Easy St
184600210	Leo J & Imogene Jacque	Jacque	Lot 89 Gregg Point	18405 E Easy St
183670629	Jiuseppe	Copeland	Abs 383 Sur 607 Heartt Chas S Acr 2.00	17238 E Reed Parks Rd
184580506	Gail Ann	Johnson	Lot 49 Gregg Point	18113 Gregg Bluff Rd
184580507	Melissa Grace Rachel Elizabeth & Ryan Kutscher	Fletcher	Lot 48 Gregg Point	18111 Gregg Bluff Rd
184580508		Brown	Lot 47 Gregg Point	18109 Gregg Bluff Rd
184580509	Rhianon Virginia	Peterson	Lot 46 Gregg Point	18107 Gregg Bluff Rd
184580511	George P Van & Sam Van	Hoosier	Lot 44 & Swly 1/2 Of Lot 43 Gregg Point	18103 Gregg Bluff Rd
184580513	Victoria &	Mckinney	Lot 42 Less E 88 Ft Av Lot 43 Ne 75 Tri Gregg Point	18007 Gregg Bluff Rd
184580304	Keith Wayne & Joann Amison	Guilbeaux	Lot 80 Gregg Point	18301 Easy St
184600215	Timothy Patrick &	Callan	Lot 84 & East 1/2 Of Lot 85 Gregg Point Title Canceled To Real Estate	18309 E Easy St
183670103	Pan Hills Development Llc & Srimanas Llc		Lots 12-14 & 18-19 Panoramic Hills & Abs 2669 Sur 54 Jung R J 299.90 Ac	Vance Circle Rd
184600217	Ronald Edward Jonestown Water Supply Corpora	Sherrill	Lot 96 Gregg Point	18507 E Easy St
184600205			Lot 94 Gregg Point	18503 E Easy St
184600212	Doug Jonestown Water Supply Corpora	Johnson	Lot 87 Gregg Point Mh S#7690489	18401 E Easy St
184600218			Lot 95 Gregg Point	18505 E Easy St
184580307	Dean & Shari	Scott & Taylor	Lot 57 Gregg Point Mh 3E9Fs781	9904 North Pl
184600202	Ronald Edward	Sherrill	Lot 97 Gregg Point	18511 E Easy St

Certification of Mailing

184580306 184580309	Taylor Dean Scott & Shari Brad L	Scott & Taylor Rountree	Lot 58&79 Gregg Point Mh 3107Fs9637 Lot 55 Gregg Point	9906 North Pl 9900 North Pl
184580501	Andrea Jean	Phillips	Lot 54 Gregg Point	18209 Gregg Bluff Rd
184600206 184580308	Alan & Yun-Hsiu C Lee Nancy Yvonne	Blomgren Merritt	Lot 92 * & Se50 Ft Of Lot 93 Gregg Point Lot 56 Gregg Point	18411 E Easy St
184580525	Jack E & Kelly D	Fountain	Lot 22A Northlake Hills Sec 1 Amended Plat Of Lots 22&23	9902 North Pl
183670609	Michael D	Dwyer	Abs 2669 Sur 54 Jung R J Abs 383 Sur 607 Heartt Chas S Acr 8.48 *(Total)	18007 Crystal Cv
183670607	David R & Claretta C	Dedear Gunning & Springer	Abs 383 Sur 607 Heartt Chas S Acr 2.889	17254 E Reed Parks Rd
183670645	Jeffery Jay & Karen		Abs 325 Sur 603 Gregg J Acr 5.735	17234 E Reed Parks Rd
184580503	Curtis S	Latimer	Lot 52 Gregg Point	17300 E Reed Parks Rd
184580504	Gail Ann	Johnson	Lot 51 Gregg Point Mh S#72B2441520103S1942	18205 Gregg Bluff Rd
184580505	Johnson Gail Ann	Johnson	Lot 50 Gregg Point	18203 Gregg Bluff Rd
184580514	Glen S & Shauna G Purple & Green Residential	Hancock	E 86 Ft Av Of Lot 42 & Sw 278.88 Ft Tri Of Lot 41 Gregg Point	18203 Gregg Bluff Rd
184580510	Services LLC		Lot 45 Gregg Point	18005 Gregg Bluff Rd
182600306	Swiss Village Inc		Abs 2669 Sur 54 Jung R J & Abs 383 Sur 607 Heartt Chas S Acr 23.583	18105 Gregg Bluff Rd
182580304	James D & Teresa J	Etherton	Abs 2200 Sur 39 Scott S T Acr 10.331	E Reed Parks Rd
183670203 184580310	Onionskin LLC Keith W & Joann A	Guilbeaux	Abs 325 Sur 603 Gregg J & Abs 2536 Sur 104 Carlton J F Acr 57.2480 Lot 81-A Gregg Point Replat Lts 81-83 S# Txf1A833122471	17364 E Reed Parks Rd
183670142	Betty Jo	Carter	Abs 2664 Sur 54 Jung R J & Abs 383 Sur 607 & J Gregg Sur Heartt Chas S 68.011 Ac	E Reed Parks Rd
				18305 Easy St
				F M Rd 1431

ORDINANCE NO. 2021-O-__

AN ORDINANCE OF THE CITY OF JONESTOWN, TEXAS, AMENDING CHAPTER 14 OF THE CITY'S CODE OF ORDINANCES, THE ZONING ORDINANCE, BY REZONING AN APPROXIMATE 5.338-ACRE PARCEL OF LAND IN THE CITY OF JONESTOWN, TEXAS, WHICH LAND IS LOCATED AT 17363 E. REED PARKS ROAD, MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO ("PROPERTY"); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the Owner of the "Property" has filed application with the City requesting that the parcel be zoned R-1 Single-family Residential District; and

WHEREAS, after giving ten days written notice to the owners of land within two hundred feet of the "Property," the Planning and Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council; and

Whereas, after publishing notice of the public hearing at least fifteen days prior to the date of such hearing, the City Council at a public hearing reviewed the circumstances of the "Property" and found that a substantial change in circumstances of the "Property," sufficient to warrant a change in the zoning of the "Property," has transpired;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESTOWN, TEXAS, THAT:

SECTION 1. Findings of Fact. All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. Amendment to Zoning Ordinance. The Zoning Ordinance of the City of Jonestown is hereby amended so as to grant a change of zoning from Expired PUD Planned Unit Development district to R-1 Single-Family Residential District for the property located at 17363 E. Reed Parks Road (Greg, Scott, Hayford Survey, Tract 11, 5.338 acres), Jonestown, Texas, more particularly described in Exhibit A.

SECTION 3. Amendment to Zoning District Map. The City Secretary is hereby ordered to make changes to the Zoning District Map of the City of Jonestown, Texas and to file such map with the City Building Official.

SECTION 4. Severability. Should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjusted or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof, other than

the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of the Jonestown Code of Ordinances and Map as a whole.

SECTION 5. Effective Date. This Ordinance shall take effect immediately from and after its passage.

SECTION 6. Open Meetings. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Tex. Gov't. Code.

ZONING AMENDMENT PASSED AND APPROVED on the ____ day of _____, 2021.

THE CITY OF JONESTOWN, TEXAS

Paul Johnson, Mayor

ATTEST:

Rachel Austin, City Secretary

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

11

(City Secretary's Use Only)

Department: Development Services

Prepared by: Cynthia Jolly

Budgeted Amount: \$ 0

Date Prepared: August 25, 2021

Exhibits: _____

Subject

Request approval to allow construction of driveways on Round Rock and Bertram Streets to access unimproved lots.

Recommendation

Consider a request by Kevin Thomas for Council approval to use a driveway on Round Rock Street to access Lots 732 and 733, Jonestown Hills Unit 6; and a driveway on Bertram Street to access Lots 718, 719 and 720, Jonestown Hills Unit 6.

Discussion

Applicant met with City staff on August 23rd to request the city to build/improve the road on Round Rock Street and Bertram Street to provide access to his Lots 718-720 and 732-733. These unimproved lots were platted in 1964, and there are no street improvements or public utilities.

In lieu of constructing streets to access the lots, Mr. Thomas would like to use driveways to access the lots, if and when homes are built on them.

Approval By

Signature

Date

Department Head

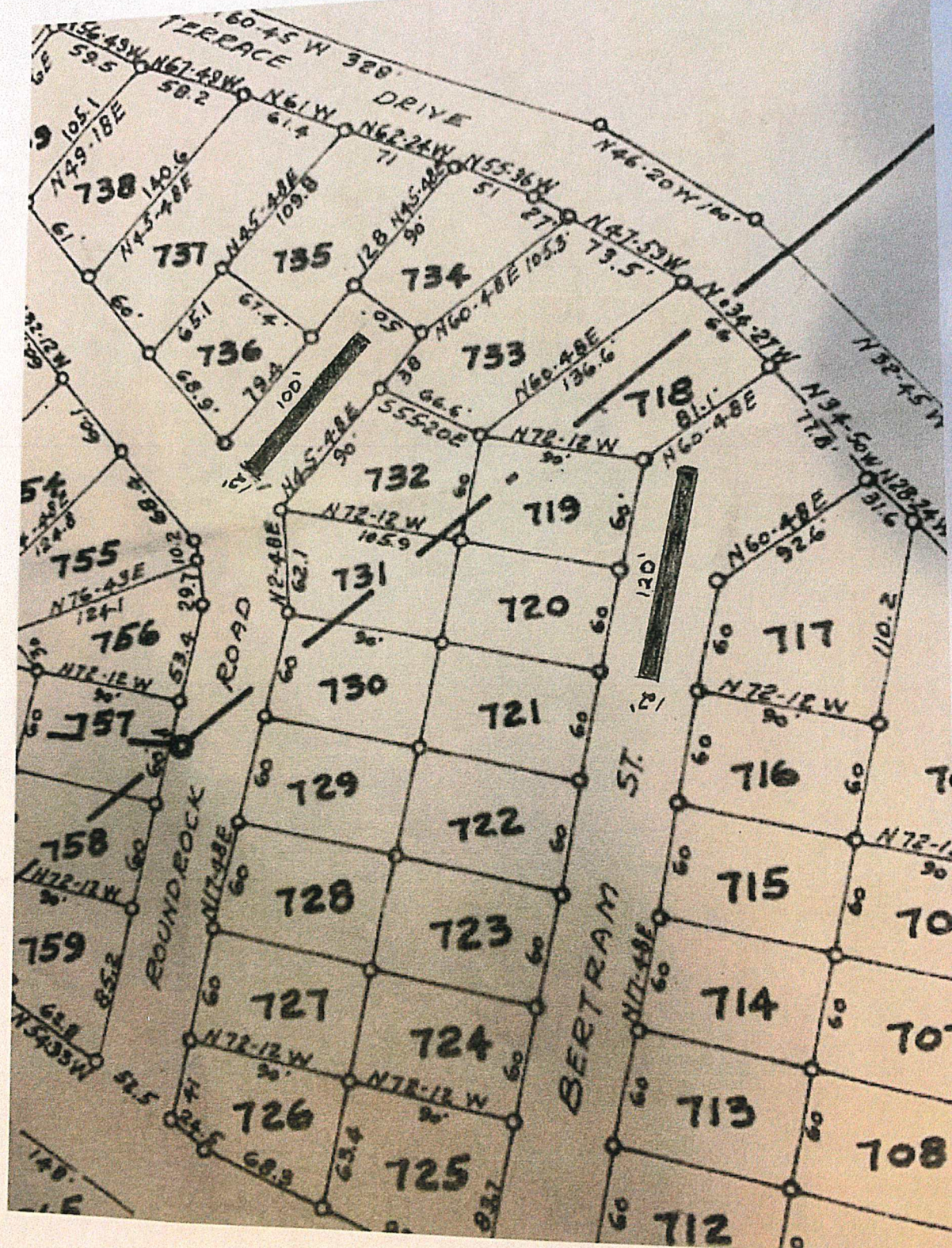
C. Jolly

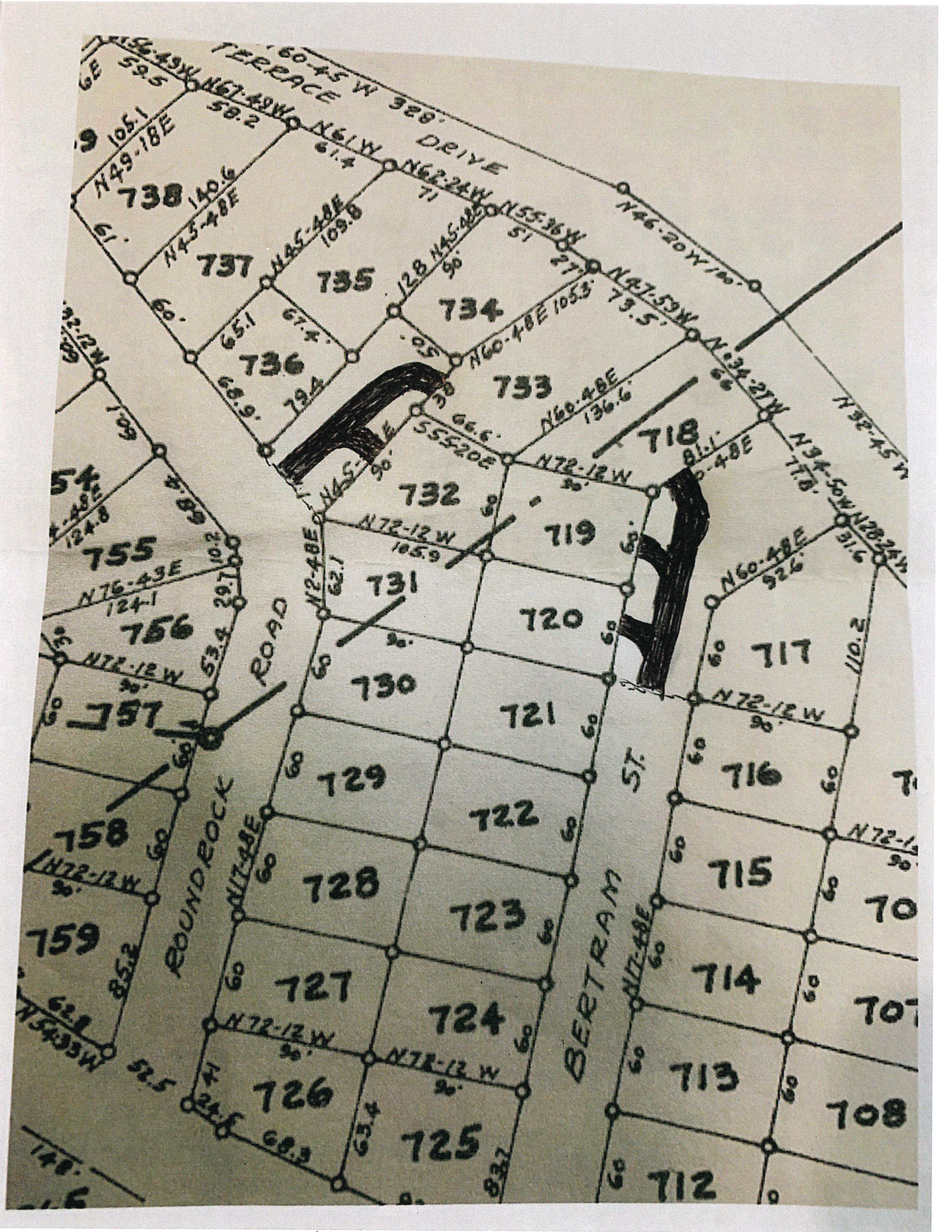
8-27-21

City Administrator

[Signature]

8/27/21





Travis CAD

Property Search > 185304 THOMAS KEVIN for Year 2021

Tax Year: 2021

Property

Account

Property ID: 185304 Legal Description: LOT 718-720 LOT 730-732 JONESTOWN HILLS UNIT 6
 Geographic ID: 0190550314 Zoning: A
 Type: Real Agent Code:
 Property Use Code:
 Property Use Description:

Protest

Protest Status:
 Informal Date:
 Formal Date:

Location

Address: 18312 ROUNDROCK RD Mapsco:
 TX 78641
 Neighborhood: TW183 Map ID: 019257
 Neighborhood CD: TW183

Owner

Name: THOMAS KEVIN Owner ID: 1276657
 Mailing Address: 11018 SEBRITE DR
 AUSTIN, TX 78726-1910 % Ownership: 100.0000000000%

Exemptions:

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$0	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$80,000	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	\$0
(+) Timber Market Valuation:	+	\$0	\$0
(=) Market Value:	=	\$80,000	
(-) Ag or Timber Use Value Reduction:	-	\$0	
(=) Appraised Value:	=	\$80,000	
(-) HS Cap:	-	\$0	
(=) Assessed Value:	=	\$80,000	

Taxing Jurisdiction

Owner: THOMAS KEVIN
 % Ownership: 100.0000000000%
 Total Value: \$80,000

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax
03	TRAVIS COUNTY	0.374359	\$80,000	\$80,000	\$299.49
0A	TRAVIS CENTRAL APP DIST	0.000000	\$80,000	\$80,000	\$0.00
1B	TRAVIS CO ESD NO 7	0.100000	\$80,000	\$80,000	\$80.00
2J	TRAVIS COUNTY HEALTHCARE DISTRICT	0.110306	\$80,000	\$80,000	\$88.24

41	TRAVIS CO ESD NO 1	0.100000	\$80,000	\$80,000	\$80.00
50	CITY OF JONESTOWN	0.565600	\$80,000	\$80,000	\$452.48
68	AUSTIN COMM COLL DIST	0.105800	\$80,000	\$80,000	\$84.64
69	LEANDER ISD	1.418400	\$80,000	\$80,000	\$1,134.72
Total Tax Rate:		2.774465			
				Taxes w/Current Exemptions:	\$2,219.57
				Taxes w/o Exemptions:	\$2,219.57

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	LAND	Land	0.7907	34444.70	0.00	0.00	\$80,000	\$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2021	\$0	\$80,000	0	80,000	\$0	\$80,000
2020	\$0	\$60,000	0	60,000	\$0	\$60,000
2019	\$0	\$60,000	0	60,000	\$0	\$60,000
2018	\$0	\$60,000	0	60,000	\$0	\$60,000
2017	\$0	\$30,000	0	30,000	\$0	\$30,000
2016	\$0	\$8,000	0	8,000	\$0	\$8,000

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Deed Number
1	5/4/2007	WD	WARRANTY DEED	BAKER LINDA L REVOCABLE	THOMAS KEVIN			2007083537TR
2	11/8/2001	SW	SPECIAL WARRANTY DEED	BAKER LINDA L	BAKER LINDA L REVOCABLE	00000	00000	2001191855TR
3	10/16/1995	WD	WARRANTY DEED	SWISS VILLAGE INC	BAKER LINDA L	12545	00621	

Questions Please Call (512) 834-9317

This site requires cookies to be enabled in your browser settings.

Historic Cox Springs School Restoration

Donation Categories & Recognition

	Bronze	Silver	Gold	Platinum	Benefactor
Donation Level	Up to \$499	\$500-\$999	\$1,000-\$1,999	\$2,000-\$3,999	\$4000 and up
Recognition					
Online (Website, Facebook)					
"Donor Wall" at School					
Name on Commemorative Brick					
Enhanced Recognition at School					

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

13

(City Secretary's Use Only)

Department: Development Services

Prepared by: Cynthia Jolly

Budgeted Amount: \$ 0

Date Prepared: September 2, 2021

Exhibits Draft Ordinance

Subject

Ordinance amending Chapter 14 Zoning, creating new landscaping and tree preservation requirements for new development and for site development.

Recommendation

Consider, discuss, and take any action necessary regarding an ordinance of the City of Jonestown, Texas, amending Chapter 14, "Zoning"; Creating a new article 14.04, "Supplemental Regulations", Division 1, "Landscaping and Tree Preservation"; Creating new landscaping and tree preservation requirements; Providing for a purpose and applicability, required submittals, inspections and required permits; Tree Mitigation fees; Landscaping incentives; Property Owners' Association limitations; Education; Landscaping Standards; Landscaping requirements and minimums; Buffers; Irrigation requirements; Administration; Conflicting provisions; Severability; Effective date; Confirmation of proper notice and meeting; and providing for penalties.

Discussion

The Development Committee met on August 31 and suggested revisions to Section 14.04.05(a) Single-family residential lots to require a tree survey for disturbed land area. Commissioners reviewed the draft ordinance on September 1 and suggested the definition of "arborist" to mean an International Society of Arboriculture (ISA) certified arborist, instead of (ISA) certified arborist.

On September 3, City Attorney Patty Akers reviewed these changes and provided a revised draft ordinance with her comments for Council consideration (draft ordinance attached). She added language to clarify the exception the Development Committee was looking for and to make sure the trees not surveyed in the undisturbed areas remained protected. She also added language that gives some context to the city staff's ability to waive the tree survey if a landscape plan was approved for the development as a whole and the proposed landscape plan of the lot owner is consistent with the prior approval.

Approval By

Department Head

Signature

C. Jolly

Date

9/2/21

City Administrator

[Signature]

9/3/21

ORDINANCE 2021-O-_____

AN ORDINANCE OF THE CITY OF JONESTOWN, TEXAS, AMENDING CHAPTER 14, "ZONING"; CREATING A NEW ARTICLE 14.04, "SUPPLEMENTAL REGULATIONS", DIVISION I, "LANDSCAPING AND TREE PRESERVATION"; CREATING NEW LANDSCAPING AND TREE PRESERVATION REQUIREMENTS; PROVIDING FOR A PURPOSE AND APPLICABILITY, REQUIRED SUBMITTALS, INSPECTIONS AND REQUIRED PERMITS; TREE MITIGATION FEES; LANDSCAPING INCENTIVES; PROPERTY OWNERS' ASSOCIATION LIMITATIONS; EDUCATION; LANDSCAPING STANDARDS; LANDSCAPING REQUIREMENTS AND MINIMUMS; BUFFERS; IRRIGATION REQUIREMENTS; ADMINISTRATION; CONFLICTING PROVISIONS; SEVERABILITY; EFFECTIVE DATE; CONFIRMATION OF PROPER NOTICE AND MEETING; AND PROVIDING FOR PENALTIES .

WHEREAS, the City Council of the City of Jonestown has heretofore, in 1995, adopted regulations for landscaping intended to provide for the orderly, safe, attractive and healthful development of land located within the City by implementing requirements for installation and maintenance of landscaping elements in developed properties;

WHEREAS, the City Council desires to promote the preservation of trees and planting of landscaping in the City while balancing the rights of property owners with the interests of the community; and

WHEREAS, the City Council finds that trees and landscaping add value and enhance the community's ecological, environmental, and aesthetic quality; and

WHEREAS, the City Council has determined that establishing minimum standards relating to trees and landscaping provides orderly, safe, attractive, and healthy development of land in the community; and

WHEREAS, the City Council has determined that such regulations should be updated, improved, and clarified in order to address changes in the City and in landscaping practices;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESTOWN, TEXAS, that:

SECTION 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. Chapter 14, "Zoning" is hereby amended to add new Article 14.04, "Supplemental Regulations", Division I, "Landscaping and Tree Preservation", of the Jonestown Code of Ordinances, which Article 14.04 shall hereafter read as follows:

Article 14.04 Supplemental Regulations

Division 1. Landscaping and Tree Preservation

Sec. 14.04.01 Purpose

To establish requirements for landscaping, buffering, and screening to provide for the orderly, safe, attractive and healthful development of land and promoting the health, safety and general welfare of the City, it is deemed necessary to establish requirements for the installation and maintenance of landscaping elements and other means of site improvements on properties to be developed or redeveloped. It is the intent of this Article that these minimum landscape requirements be incorporated to promote the public health, safety and welfare through:

1. Requiring appropriate vegetation
2. Maintaining, creating and restoring unique City identities
3. Maintaining microhabitats in urban areas for the conservation of wildlife by supporting existing wildlife habitat
4. Creating larger, more connected plant populations, helping ensure the future of native plant species by increasing their ability to migrate in response to changes in climate
5. Promoting ecotourism
6. Conserving precious water resources by promoting water-efficient landscaping through the use of appropriate native plants, which, once established, typical require much less water than other species
7. Reducing the need for use of chemical fertilizers and pesticides to maintain landscaping
8. Reducing the negative impacts on the land, such as erosion, soil depletion, and damage by invasive plants as examples, from the use of inappropriate vegetation and poorly planned landscaping
9. Reducing the long term negative impacts of storm water runoff and enhance water quality through reduction of nutrient loading and improved adsorption of contaminants
10. Improving flood control
11. Increasing understanding and appreciation of our local natural eco systems and species through education and training

Sec. 14.04.02 Applicability

This Article shall be applicable to new development or redevelopment within the corporate limits of the city commencing on or after [REDACTED], 2021. Property that has not been platted or otherwise approved or vested for development prior to [REDACTED] shall be considered new development. Redevelopment shall mean development of property that is replatted, or that is being repurposed, or that is considered a legal non-conforming use and is being repurposed with a conforming use, or any rebuilding, renovation, remodeling, or reconstruction of any existing development when the total square footage of a structure is replaced or expanded by fifty percent (50%) or greater. Provided however, that Invasive or Undesirable Trees or plants from Appendix C are not subject to protection and do not require a removal permit or mitigation pursuant to this Article.

Sec. 14.04.03 Definitions

For the purposes of this Division, the following terms shall have the meanings below;

Agriculture: Land which is zoned as agriculture.

Arborist: Means an International Society of Arboriculture (ISA) certified arborist.

Commented [CJ1]: Commissioner Grant requested this definition be expanded to identify ISA

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Buffer (see also riparian buffer):

1. An area along some natural feature designated to protect and/or preserve the essential character of such feature and allow it to be maintained in an undisturbed and natural condition;
2. A natural undisturbed portion of a lot, except for approved access which is set aside to achieve a visual barrier between the use on the lot and adjacent lots and/or uses. A buffer is achieved with preserving or planting appropriate vegetation, land area used to visibly separate one use from another through screening and distance, to shield or block noise, light, glare, visual, or other conditions, to block physical passage to non-similar areas, or to reduce air pollution, stormwater runoff, dust, dirt, and litter.

Caliper: The diameter of a tree trunk (indicated in inches) measured at breast height, which is four feet six inches (4'6") above the ground.

For multi-trunked trees, the caliper of each trunk shall be measured one of the following ways:

1. If the tree trunks fork at or below four feet six inches (4'6") above the ground, the caliper is measured at the narrowest part of the main trunk below the fork. The height of the measurement and the forks should be noted (e.g. "three foot diameter at two feet above the ground [narrowest part], with forks starting at four feet above the ground").
2. If the tree splits into several trunks close to ground level, measure the caliper of each trunk separately at four feet six inches (4'6") above the ground. The caliper for the whole tree is then found by adding the caliper of the largest trunk plus one-half (1/2) the caliper of each additional trunk. (e.g., four trunks measuring ten inches, nine inches, eight inches and seven inches would be calculated as $10 + 4 \frac{1}{2} + 4 + 3 \frac{1}{2}$ for a total caliper of 22 inches)

Canopy Tree: Tall tree having thick foliage providing shade for smaller trees and plants below.

Clearing: The selective removal of vegetation from a property, whether by cutting or other means.

Clear-cutting: The broad removal of trees, shrubs, or undergrowth with the intention of preparing real property for non-agricultural development purposes.

City Garden: A public or City use area intended for the purposes of gardening.

City Play Area: Public use areas, including school and athletic fields, composed of predominantly turf grass intended for recreational purposes.

Cultivar: A variation of a species, one that has been produced through breeding or deliberate selection.

Endangered Plant: Any plant species which is in danger of extinction throughout all or a significant part of its range.

Firewise: A cooperative effort among local, state, federal and private agencies and organizations to promote fire safety in the wildland/urban interface.

Habitat: An area that meets all of the environmental conditions necessary for an animal, tree or plant to survive, including the right combination of light, air, water and soil.

Healthy Soils: Soils with a continued capacity to maintain a diverse community of soil organisms that help to control plant disease, insect and weed pests, that form beneficial symbiotic associations with plant roots; that recycle essential plant nutrients; that improve soil structure with positive repercussions for soil water and nutrient holding capacity, and that function as vital living ecosystems that sustain animals, plants and humans.

Heritage Tree: A native tree twenty-four (24) inches or greater in diameter when measured at breast height, which is four (4) feet six (6) inches above the ground.

Hydrozone: The practice of grouping together plants with similar water needs in order to better manage water usage.

Improvement Area: Area on a property to be developed, including structures, driveways, parking areas, and utilities (e.g., septic fields).

Indigenous Plants: Those species of plants naturally occurring within a specific habitat or biogeographical region prior to significant human impacts.

Invasive or Undesirable Plant or Tree: A plant or tree reproducing outside its native range and outside cultivation that disrupts naturally-occurring native plant or tree communities by altering structure, composition, natural processes or quality of habitat, or a **species** of tree or plant which does not normally survive in the local habitat, climate, ecological or geological conditions and which are listed in Appendix C, attached to this ordinance.

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Land Clearance: Total or partial removal of trees and/or vegetation from the land surface.

Land Disturbance Activity: Any activity which may result in soil erosion from water or wind and the movement of sediments into state and local waters, or onto lands within the state, including, but not limited to, clearing, dredging, grading, excavating, transporting, or filling of land, but not including agricultural practices such as a family vegetable plot.

Landscaped Area: The entire parcel less the building footprint, driveway, non-irrigated portions of parking lots, hardscapes such as decks and patios, and other non-porous areas. Water features are included in the calculation of landscaped areas.

Landscaping: Any combination of living plants and non-living landscape material (such as rocks, pebbles, sand, mulch, walls, fences, or decorative paving materials).

Landscape Category: Areas of the City may be divided into landscape categories based upon their similar soil, topography and hydrology. Since lands within one category will have similar soil, topography, and hydrology features, the same species of native plants that are appropriate at one site are likely to be appropriate native plants to all lands within the same landscape category.

Native Plant: A plant that lives or grows naturally in a particular region without direct or indirect human intervention and as listed in Appendix A, attached to this ordinance.

Native Tree: A tree that lives or grows naturally in a particular region without direct or indirect human intervention and as listed on Appendix A, attached to this ordinance.

Native Vegetation: Vegetation found in the natural community that is suited to the soil, topography, hydrology, and wildfire risk of a particular site.

Natural Area: An area on a site that contains substantial populations or clusters of protected trees or plants and that shall be left to the extent feasible undisturbed during development and will remain undisturbed when the property is fully developed. Activities are restricted in perpetuity.

Non Disturbance or Not Cut Zone: Means an area that is intended to remain undeveloped and preserved in perpetuity and may be created to preserve natural areas or to act as buffer or screening mitigation between differing or denser land uses.

Non Native Adaptive Tree: are non-invasive, non-native trees that are able to thrive in the local climate and soil conditions and as listed on Appendix B, attached to this Ordinance.

Non Native Adaptive Shrub or Vegetation: are non-invasive, non-native shrubs or other vegetation that are able to thrive in the local climate and soil conditions and as listed on Appendix B, attached to this Ordinance.

Open Space: Any open piece of land that is undeveloped (has no buildings or other built structures) and is accessible to the public.

Priority Natural Area: Means sensitive environmental areas as described in Section 14.04.09.

Protected Tree: Any Heritage Tree, or any tree of 10 caliper inches or greater (but not including Ashe Juniper trees unless the tree is 18 inches or greater) as described in from Appendix A or Appendix B, to this Article, when measured at breast height, which is four feet six inches (4'6") above the ground; but not including Invasive or Undesirable Trees or Plants.

Rare Plant: A scarce plant species that may or may not have been designated with a legally protected status such as "threatened" or "endangered." Some rare plants naturally occur less frequently than other plants, which make the rare plants more susceptible to decline or extinction.

Remove: To transport a protected plant or tree from the premises on which it has been growing.

Riparian Buffer: Thirty-five (35) foot buffer from the water's edge at normal high-water mark or landward side of floodplain boundary maintained in native woody vegetation for water quality including control of sediment and for wildlife habitat.

Removal of Trees: Any act which removes a tree or causes a tree to die within two years after commission of the act, including, but not limited to, damage inflicted upon the root system or trunk as a result of:

1. The storage of materials in or around the trees;
2. Soil compaction;
3. Altering the natural grade to expose the roots or to cover the tree's root system with more than four (4) inches of soil;
4. Excessive pruning;
5. Paving with concrete, asphalt, or other impervious surface within such proximity as to be harmful to the tree or its root system; and
6. Application of herbicides or defoliates to any trees without first obtaining a City landscape permit.

Residential Structure For purposes of tree mitigation shall mean a manufactured home, a detached one-family or two-family dwelling, the including the accessory structures of the dwelling, a multiple single-

Commented [ED2]: Ashe Juniper is included in Appendix A. I thought we decided that Ashe Juniper was not counted unless it was a Heritage Tree.

Commented [PA3R2]: I have clarified the chart so that Ash Juniper gets no protection unless its 24 inches or greater (which is the Heritage Tree by definition)

Commented [PA4R2]: Ashe Juniper over 18 inches is defined as Protected. Didn't add a new definition to simplify the administrative process

family dwelling that is not more than three stories in height with a separate means of entry of each dwelling, and including accessory structures, or any other multifamily structure.

Selective Clearing: the removal of tree and shrub species or removal of dead trees when the soil is left relatively undisturbed;

Soil and Water Conservation District: A district organized within county boundaries by landowner petition based on a need for soil and water conservation and in the interest of public health, safety, and welfare. A soil and water conservation district so organized constitutes a governmental subdivision of the State of Texas.

Threatened Plant: Any plant species that is likely to become an endangered plant within the foreseeable future throughout all or a significant portion of its range; see also Rare Plant.

Tree: A self-supporting woody plant having a single trunk or a multi-trunk of lower branches, growing to a mature height of at least twelve (12) feet.

Tree Thinning: Selective cutting or thinning of trees for the purpose of good forestry management to protect said forest from disease or infestation.

Turf Grass: Continuous plant coverage consisting of a grass species that is mowed to maintain an established height.

Understory Tree: Shorter-growing tree, often found beneath the foliage cover provided by canopy trees, more shade-tolerant than canopy trees.

Vegetated Upland: Undeveloped land not directly associated with wetlands or streams

Waterwise Plants: Plants that can survive on normal rainfall or that require minimal irrigation

Sec. 14.04.04 Exemptions

(a) Except for the requirements of this Article applicable to protection of Heritage Trees, the following entities and activities are exempt from this Article;

1. City, County, State or School District gardens, parks and play areas and public right of way;
2. Non-invasive fruits and vegetable plants on residential or agricultural properties;
3. Golf course play areas and game fields used for organized sports or recreational activities;
4. Turf grass and/or designed non-invasive plantings in stormwater management areas and rain gardens;
5. Turf grass and/or designed non-invasive plantings in public rights-of-way;
6. Bona fide agricultural lands;
7. Commercial and public botanical gardens;
8. Emergency maintenance work such as fire breaks and areas cleared for protection of public health and safety.
9. Utility easements.

(b) Invasive or Undesirable Trees from Appendix C are not subject to protection and do not require a removal permit or mitigation pursuant to this Article.

Commented [ED5]: This is confusing

Commented [PA6]: Does council want to include Heritage trees in the exemption? If not delete the reference to Heritage trees

Commented [PA7]: This provision moved up to the Applicability section

Sec. 14.04.05 Landscape Permit Requirements for One New Single Family Residence

(a) A Landscape Plan meeting the requirements of this Chapter ~~and meeting the requirements of any previously approved Landscape Plan for the development, or subdivision as a whole,~~ shall be submitted and approved by the City as a condition of approval of a building permit associated with new home construction. All trees, shrubs, vegetative cover or turf grasses shall be selected from Appendix A or Appendix B in order to receive landscaping credit under the requirements of this Chapter. No credit shall be given for trees or shrubs listed on Appendix C. ~~Subject to the exception described below, the~~ The Landscape Plan shall include a ~~builder's sketch or homeowner's sketch of the property~~ tree survey of all areas within the lot or property where land clearing or land disturbance activities will occur of disturbed area on the property and be submitted on paper at least 8 ½ by 11 in size. The tree survey should include Protected and Heritage Trees noting the location, size and type the size and type of tree, its location, and noting if the tree is to be saved or removed. Any Pprotected or Hheritage tree in the undisturbed area of the property that the builder or homeowner wishes to use as a credit towards removal of a Protected -protected or Heritage trees, or for credit against the planting requirements, shall be identified in the tree survey. No Protected Trees located on the property shall be removed without a tree removal permit and being removed -no Heritage Trees may be removed, except upon issuance of a variance in accordance with Sections 14.04.24 and 14.04.25. shall also be included in the tree survey noting its location, size and type. This Landscape Plan shall include property boundaries, location of the planned structure(s) and improvements, any non-disturbance, preservation or management zone(s), or no cut zones(s), the approximate location of existing protected trees, and whether such trees are native trees or not and showing proposed locations for additional trees as follows:

1. A minimum of two (2) trees for lots six thousand (6,000) square feet or less;
2. A minimum of three (3) trees for lots between six thousand one (6,001) and ten thousand (10,000) square feet;
3. A minimum of five (5) trees for lots greater than ten thousand one (10,001) square feet,
4. A minimum of three (3) trees for each additional acre in excess of one (1) acre.

- (b) All new trees shall be chosen from Appendix A or B and shall be a minimum of six (6) feet high and be a minimum of two caliper- inches (2") in trunk diameter measured four feet, six inches (4'6") above the ground.
- (c) One (1) of the required trees shall be planted within ten (10) feet landward of the right-of-way for lots less than or equal to one-half acre.
- (d) Landowner shall be entitled to credit existing trees against the new tree planting requirement if the trees are not removed and are Native, ~~-Heritage~~ Trees or Protected Trees. Landowners are encouraged to plant and maintain Native Trees listed in Appendix A. Preservation and planting of Native trees and vegetation increases the likelihood that a variance will be granted under this section.
- (e) ~~Landowners may also be exempt~~ City staff may waive all or portions of the tree survey ~~from the requirements of requirements of~~ this section if a Landscape Plan was approved by the City for the development of the subdivision as a whole and the landscape and tree removal proposed for the lot or property meets or exceeds the landscaping or tree removal requirements approved for the subdivision or development as a whole.
- (f) ~~-Approval of the Landscape Plan shall include requirements for~~ Tree rRemoval, new planting requirements, protection for any non-disturbance zones, protected or no cut zones, if applicable, and in particular, requirements associated with protection or removal of Protected Trees.
- (g) In no event shall a Heritage Trees be removed without receiving a variance ~~from the City~~ in accordance with section 14.04.46 and section 14.04.25.

Commented [ED8]: Where are B and C?

Commented [PA9R8]: Appendix B was sent in a separate email and should be included as part of this ordinance. Appendix C needs to be updated as described below

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Commented [CJ10]: This revision was discussed at the September 1 Development Committee meeting.

Commented [ED11]: Where in the document does it say that tree survey only has to be done within XX feet of the proposed residence? In other words – I think we need something here that says "existing protected trees in the study area per Sec 14.04...."

Commented [PA12R11]: Not sure I understand the question. A survey is required of the entirety of the lot. The study area is the entire lot. Council should provide suggested revisions if there is a desire to limit the survey area. See also landscape credit for tree preservation from mitigation expenses

- (h) The City will conduct an on-site inspection to review the sketch and existing and proposed tree locations prior to issuing a Building Permit.
- (i) At least one required tree shall be a Canopy tree from Appendix A. Depending on lot size and requirements for utility line clearance, additional required trees may be Understory trees from the Appendix A or Appendix B.
- (j) A separate Irrigation Permit may be required if irrigation is installed on the property.

Sec. 14.04.06 Approved Landscape Plan Required for All Development -that is not One SF Residence

- (a) All applicable development, but not including development subject to Section 14.04.05, shall receive approval of a Landscape Plan or Tree Removal Permit from the City prior to commencement of any land clearing, land disturbance activity, clearing, modification or construction work of any kind, such as adding or removing fill or tree or vegetative cover removal. The Landscape Plan must meet the applicable requirements set out in this Article.
- (b) A Landscape Plan or Tree Removal Permit may be applied for separately, or considered in conjunction with an application for site plan or development permit approval. If the proposed development is associated with a new subdivision, the Landscape Plan or Tree Removal Permit shall be considered in conjunction with the preliminary and final plat, or development plat, as applicable. In such case, approval of the Landscape Plan or Tree Removal Permit is a condition of Plat approval.

Sec. 14.04.07 Landscape Plan Requirements

- (a) The following information and submittals are required in conjunction with review and approval of a Landscape Plan. Approval of the Landscape Plan shall be a condition of approval for a Site Plan, Development Permit, or plat approval, as applicable. Landscape Plans shall include plans for planting new trees and vegetation and preservation of existing trees and vegetation. Protected Trees and vegetation shall be subject to payment of a tree mitigation fee or tree replacement, if not retained and protected in the Landscape Plan. Heritage Trees shall be protected in the Landscape Plan and shall not be removed, unless the landowner receives a variance to the requirements of this Article and removal of the Heritage Tree is approved by the City. The Landscape Plan shall be prepared and sealed by a Texas registered landscape architect, with an irrigation plan prepared by a Texas licensed irrigator if irrigation is used. All commercial, industrial, multi-use or multifamily property shall provide for an irrigation system.

Landscape Plans shall be drawn to scale and shall include and indicate the following:

1. Landscape architect's seal, signature and date of signing;
2. Dimensions of the property;
3. Location, species, and size of all existing trees greater than 10" caliper from an on-the-ground survey;
4. Location and species of all invasive or undesirable trees;
5. Description of existing soil types as defined by the Natural Resource Conservation Service (NRCS);
6. 100-year floodplain boundaries as defined by the Federal Emergency Management Agency (FEMA);
7. Location of all existing or proposed structures, freestanding signs, parking areas, drives, vehicular use areas and other improvements to the property;
8. Location of existing water bodies and proposed water bodies location;
9. Location of overhead powerlines and adjacent rights-of-way and any other easements;
10. Proposed location of species (with identification if native or nonnative), size and quantity of all proposed landscape materials trees and plants from Appendix A or Appendix B;;
11. Hydro zones for reference use by the Irrigator;

Commented [ED13]: I know it say "but not including Section 14.04.05" below but the title is confusing

Commented [PA14R13]: Ok

Commented [ED15]: Again – is Ashe Juniper protected at less than Heritage size?

Commented [PA16R15]: Chart has been updated to clarify that Ashe Juniper is not protected unless 24 inches or greater.

Commented [PA17R15]: Chart has been revised to protect Ashe Juniper 18 inches or larger and as a Heritage Tree at 24inches or larger

Commented [ED18]: So if I develop a 100 acre property my tree survey has to show all invasive and undesirable trees? What if I'm not cutting them down? Why would I have to survey all sizes of undesirables?

Commented [PA19R18]: Survey is only required for 10 inch trees or greater. Council can recommend exceptions to this requirement if it chooses to do so. I have been involved in numerous enforcement situations where trees were cut down and once cut the inspector can no longer determine if the tree was an invasive or undesirable species. Most landscape/tree protection ordinances require all trees over a certain size to be surveyed. Also if they aren't surveyed the city won't know whether the tree is entitled to a credit against the landscape requirement. Council should advise if they wish to limit the tree survey requirements.

Commented [PA20R18]:

12. Proposed location of required buffers or not cut zones;
13. Proposed alterations to existing soils including locations of planned cut, fill and topsoil removal;
14. Proposed removal of any existing vegetation;
15. Proposed types of construction devices and procedures used to protect soils and trees and vegetation planned for preservation and conservation (e.g., tunneling, boring, erosion control, root barriers);
16. Location and type of irrigation system, if used, in a separate Irrigation Plan;
17. Proposed soil additions, mulching materials, and initial fertilization notes and details;
18. Proposed planting and root pruning details for trees, shrubs, vines, and ground covers installed on level ground and on slopes;
19. Existing trees 10 inches or greater proposed for removal, including location, species and reason for removal and mitigation proposed;
20. Existing trees to be preserved, including Heritage and Protected Trees;
21. Point of irrigation connection and water meter for the irrigation system, if an irrigation system is to be installed onsite;
22. Water harvesting areas used to contribute to meeting landscaping water needs.
23. Location of any portions of the property that are considered as Priority Natural Areas as described in Section 14.04.09.

Commented [ED21]: Why list trees that I'm not cutting down in the above 19? I've already listed the trees in 3 above. Or does this have something to do with 14.04.09(a) ?

Commented [PA22R21]: Yes and because credit is provided against the mitigation costs based on trees preserved

- (b) No land clearing, modification or construction work of any kind, such as adding or removing fill, can be performed until a Landscape Plan has been submitted and approved by the City.

Sec.14.04.08 Protection of Rare, Threatened and Endangered Flora and Fauna Required for New Subdivisions and Commercial Developments

Landowner shall be responsible for obtaining any necessary permits for protection for the work from state or federal agencies and shall submit permits and reports to the City.

Sec.14.04.09 Natural Area(s) and Preservation Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial and Multifamily Developments

- (a) Preservation Areas consist of (i) Priority Natural Areas, (ii) Natural Areas with substantial populations or clusters of protected trees or plants, and (iii) newly planted areas or a combination of natural areas and newly planted areas, intended to serve as impact buffers, screening, or mitigation between land uses, all of which shall be protected through designation of such areas as "No Disturbance Zones" or "No Cut Zones". In some ~~eases~~cases, such areas may be protected through a conservation easement or through restrictive covenants. Priority Natural Areas shall be protected in accordance with subsection (b) and (c). Natural undisturbed areas with populations or clusters of protected trees or plants shall be preserved to the extent feasible in accordance with section 14.04.11. Impact and screening buffers shall be protected in accordance with section 14.04.10. Such Preservation Areas shall be identified in the Landscape Plan.
- (b) Priority Natural Area(s). The following vegetation and specific areas are considered a priority for on-site retention and shall be protected and maintained throughout development and upon completion of construction within the property. Grading shall leave this vegetation and these specific areas undisturbed unless the City determines that disturbance is unavoidable in the interests of the public health, safety and welfare.

1. 100-year floodplain;
2. Riparian buffers;
3. Wetlands;

4. Trees and other native vegetation defined on state, federal and City lists as rare, threatened or endangered;
 5. Corridors for wildlife movement;
 6. Low impact stormwater management;
 7. Other habitat for threatened, endangered, and species of special concern or wildlife habitat the City considers a locally unique ecosystem.
 8. Steep slopes of 25% or above.
- (c) Within a Priority Natural Area, no native trees over six (6) feet in height, or more than three (3) inches in trunk diameter, or any wetland trees or wetland vegetation of any size, shall be removed from any Natural Priority Area unless specifically approved as part of the Landscape Plan and as set out in the Site Plan, Plat, or Development Permit, as applicable.

Sec.14.04.10 Impact and Screening Buffers Required as Part of Landscape Plan for New Subdivisions and Commercial Developments

Buffers are required to protect natural areas and to reduce the visual or other impacts between one type of land use and another. Impact buffers shall consist of undisturbed vegetation or planted vegetation including native and adapted plants from Appendix A or Appendix B; but not including turf grass, unless expressly allowed by the City.

Sec. 14.04.11 Natural Area Vegetation Buffers Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial or Multifamily or Multi-Use Developments

- (a) Any location consisting of a Natural Area and consisting of five (5) acres or larger shall be bounded by a natural area vegetation buffer. An appropriate buffer zone of native or native-and-adapted plants shall be maintained along the perimeter of the natural area preservation areas and shall be included in the Landscape Plan. In cases where the buffer area is contiguous with an existing conservation area, the dimensions of the conservation area may be credited towards the minimum buffer required. The minimum buffer width for natural areas preservation areas shall be twenty (20) feet. The minimum buffer width for natural priority areas shall be twenty-five (25) feet.
- (b) No turf grass is allowed within a natural area vegetation buffer. New vegetation allowed in the buffer shall be based on the native, predevelopment plant community.
- (c) A non-elevated buffer of undisturbed Texas native vegetation preserved on site, or a buffer planted to recreate native uplands is preferable over berms.
- (d) Permissible uses within the Preservation Area are footpaths for walking or jogging. Footpaths must be natural or made from another pervious material. No horses, bicycles or motorized vehicle usage is allowed within the Preservation Area.
- (e) Buffers may be used as greenbelts and shall be conserved as common areas of open space.
- (f) All buffers will be included within the Preservation Management Plan requirement outlined in Sec. 14.04.17 of this Article.

Sec. 14.04.12 Diversity of Appropriate Native Plants Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial, or Multifamily Developments

It is the purpose and intent of this section to promote the preservation and restoration of diverse ecological communities to maintain viable populations of all native plant and animal species dependent on those native plants and representative stands of each habitat type in the City.

Sec.14.04.13 Minimum Landscape Requirements Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial, or Multifamily Developments

All Landscape Plan applicants are encouraged to utilize native plants and trees from Appendix A in determining appropriate plant communities for the design, complete installation and restoration of all elements of the Landscape Plan. The source of all plant material, other than existing native vegetation at the site, shall be from plant nurseries. Invasive species of plants and trees and those trees and vegetation that are prohibited by this Article, or listed in Appendix C, shall not be included in the Landscape Plan.

Sec. 14.04.14 Percentage and Size Requirements for Newly Planted Plants for New Subdivisions and Commercial, Industrial, or Multifamily Developments

The plants used in the Landscape Plan shall consist of the following:

1. One hundred percent (100%) canopy trees and seventy-five percent (75%) understory trees from Appendix A;
2. At least seventy-five percent (75%) of all shrubs shall be from Appendix A.;
3. At least seventy-five percent (75%) of all groundcover, including grasses, shall be from Appendix A;
4. At least seventy-five percent (75%) of all vines shall be from Appendix A ;
5. All trees from Appendix A shall be a minimum of six (6) feet in height when measured immediately after planting;
6. All -shrubs from Appendix A shall be a minimum of two (2) feet in height when measured immediately after planting;
7. Ten (10) saplings from Appendix A will equal one (1) six (6) foot tree;
8. Saplings shall only be used in required buffer areas and shall be protected as set out in the Site Plan, Development Permit or plat , as applicable.

Sec. 14.04.15 Maintenance Plan Required as Part of Landscape Plan

A Maintenance Plan for short-term (two-year establishment) and long-term (lifetime) management of new landscaping to be installed shall be submitted as part of the Landscape Plan, detailing tasks such as pruning, mulching, fertilizing, and replacement of annuals and short-lived perennials and shrubs to be performed throughout each twelve (12) month period. A Maintenance Plan is not required for Landscape Plans required in section 14.04.05.

Sec. 14.04.16 Management Plan Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial, or Multifamily Developments

A Management Plan shall be required for any restored habitat, greenbelts, Priority Areas, and buffers and screening areas required for the development. The Management Plan shall be prepared by the Landowner as part of the Landscape Plan and submitted to the City for approval in conjunction with the Site Plan or Development Permit. ~~A -conserve-biological-diversity-and-to-manage-invasive-plants-and-trees,-disease-or-insect-infestation-~~The Preservation Management Plan shall include methods of preserving the Priority Area, buffer zone or screening requirements, as applicable, and shall include FireWise principles especially in high

risk areas such as steep slopes and shall include methods for conserving biological diversity and management of invasive plants and trees, disease, or insect infestation.

Sec. 14.04.17 Ownership and Management of Preservation Management Area(s)

- (a) The Landowner of the property shall be responsible for compliance with the Management Plan, unless an HOA or POA is established for the property, in which case the HOA or POA, shall be responsible for the portions of the property owned or controlled by the HOA or POA.
- (b) Landowner shall submit a Management Plan that:
 - 1. Allocates responsibility and guidelines for the maintenance and operation of the management area(s);
 - 2. Provides that any changes to the Management Plan be approved by the City.

Sec. 14.04.18 Legal Instrument for Permanent Protection of Management Areas

- (a) The Management Area shall be protected in perpetuity by a binding legal instrument that is recorded in the deed records.

Sec. 14.04.19 Alternative Landscape Plan

- (a) An application for an alternative landscape plan sealed by a Texas licensed landscape architect may be submitted for consideration by the City when site conditions make strict compliance with the landscape requirements of this Article undesirable or impractical.
- (b) Examples of such site conditions include, but are not limited to, the following:
 - 1. Existing buildings, utilities or other improvements;
 - 2. Unusual shape of lot, tract or building site;
 - 3. Topography, soil, geologic, vegetation or other natural feature;
 - 4. Safety (e.g., vehicle safety distance, impediments to vehicle maneuvering, visibility of traffic or safety related signage, etc.);
 - 5. Use of the landscape for stormwater management in compliance with low-impact design requirements of the Lower Colorado River Authority's Highland Lakes Design Manual.
- (c) The alternative landscape plan shall, as a whole, meet or exceed the standards of this Article. When a provision is reduced, the plan shall increase other provisions to off-set any non-compliance. For instance, if landscape plantings are reduced in one area, plantings in other areas that will have a similar beneficial impact shall be increased by an equal or greater amount. If the area of landscaping is decreased, the number of plantings shall be increased.
- (d) The City shall approve or disapprove the alternative landscape plan. If disapproved, the development shall be subject to the landscape plan requirements set out in this Article.

Sec. 14.04.20 Irrigation Plan Required for Proposed Irrigation Systems

- (a) If irrigation is proposed, a TCEQ Licensed Irrigator shall prepare an Irrigation Plan for each site prior to installation or alteration of an irrigation system. An easily available paper or electronic copy of the Irrigation Plan must be on site at all times during such installation of the irrigation system. During the installation or alteration of the irrigation system, variances from the original plan are allowable if noted in red on the Irrigation Plan, and provided that the change(s) does not diminish the operational integrity

of the irrigation system nor violate any requirement of this section. The Irrigation Plan must include complete coverage of the area to be irrigated. If a system does not provide complete coverage of the area to be irrigated, it must be noted on the Irrigation Plan.

(b) All Irrigation Plans must be drawn to scale. The plan shall include the following information:

1. The Irrigator's seal, signature, and date of signing;
2. All major physical features and the boundaries of the areas to be watered;
3. A North arrow;
4. A legend;
5. Illustration of water usage zones;
6. The zone flow measurement for each zone;
7. Design pressure;
8. Location and type of each automatic controller and sensor (such as rain, moisture, wind, flow, or freeze sensors);
9. Location, type, and size of each:
10. Water source, such as, but not limited to a water meter and point(s) of connection;
11. Backflow Prevention Assembly;
12. Water emission device, including, but not limited to, spray heads, rotary sprinkler heads, quick-couplers, bubblers, drip, or micro-sprays;
13. Valve, including but not limited to, zone valves, master valves, and isolation valves;
14. Pressure regulation component;
15. Main line and lateral piping;
16. Areas where hand watering will be sufficient to establish and maintain plantings.

Sec. 14.04.21 Irrigation Permit and Requirements

- (a) All irrigation systems, both residential and non-residential, shall be installed in accordance with state law, Title 2 Texas Water Code, Chapter 34 and Title 30 Texas Administrative Code, Chapter 344, as amended, as regulated and enforced by the Texas Commission on Environmental Quality (TCEQ).
- (b) A permit shall be required for the installation of all automatic irrigation systems.
- (c) All automatic irrigation systems are required to have a rain sensor connected to an irrigation controller in order to stop the irrigation cycle during and after a rainfall event. Rain sensors are to be installed in a location where rainfall is unobstructed, such as a rooftop or fence line. Rain sensors are to be adjusted at the one-fourth-inch (1/4") setting.
- (d) All new residential and non-residential irrigation systems are required to have pressure regulators if static pressure at the site exceeds the sprinkler manufacturer's recommended operating range.
- (e) Irrigation systems shall have a controller with multiple cycle, rain sensor capability and irrigation water budget feature.
- (f) Sprinkler systems shall be designed, inspected, adjusted and maintained to minimize overspray onto the hardscape throughout the life of the system.
- (g) Sprinkler heads shall be installed at least eight (8) inches from the curb or edge of pavement.
- (h) For strips of land less than six (6) feet in width, spray irrigation shall be prohibited and low-flow irrigation systems (such as drip, bubblers or micro-irrigation) are required.

- (i) For strips of land between six (6) feet and fifteen (15) feet in width, only low-flow irrigation (such as drip, bubblers or micro-irrigation), or spray irrigation using low-angle spray nozzles designed for the specific width to be irrigated shall be permitted.
- (j) For strips of land more than fifteen (15) feet in width, only low precipitation rotors with low angle nozzles may be used to irrigate turf areas. Planting beds may be irrigated with low-flow or spray irrigation. All spray heads must be designed to prevent low head drainage.
- (k) The incorporation of treated effluent, rainwater, or water from rain/storm water systems in an irrigation system is encouraged.

Sec 14.04.22 Exceptions to Tree Removal

Tree mitigation fees and tree removal permits are not required for removal of trees subject to the following:

- (a) Dead or Diseased Trees. Provided, that if the City staff determines after a site inspection that a protected or Heritage Tree is dead, dying, or fatally diseased prior to commencement of development. A letter from an arborist mayshall be required to confirm the condition of the tree if the condition is not obvious and City staff is unable to make a determination.
- (b) Dangerous Trees. If the City staff determines that a protected tree -or Heritage Tree is causing a danger or is in a hazardous condition due to natural disaster, such as a tornado, fire, storm, flood, or other act of God that endangers public health, welfare, or safety.
- (c) Sight Triangles. If the City staff determines that a protected tree or Heritage Tree is interfering with the safe visibility at a sight triangle of an existing public street, the tree may be removed.
- (d) Trees on the Appendix C list.

Commented [ED23]: So for me to cut down an 11 inch dead tree requires that I get a letter from an arborist? Seems unnecessarily bureaucratic.

Commented [PA24R23]: Revised to be a requirement only if staff cant determine the condition.

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Sec. 14.04.23 Heritage Tree Preservation Requirements

- (a) Heritage trees shall be preserved on site unless otherwise approved for removal as outlined in this Article. The location of Heritage trees shall be shown on the Landscape Plan. Documents to be recorded, such as subdivision plats, shall contain a note stating that Heritage trees cannot be removed without a Tree Removal Permit and a variance to this Article. Preserved Heritage trees shall be credited towards the Landscape requirements of this Article.
- (b) Trees must be protected during construction activities on the property in accordance with the approved Landscape Plan. No new development or other construction impacts shall occur within the dripline of a Heritage tree.
- (c) Pruning of Heritage trees shall be performed in accordance with Section 14.04.3536, Landscape Standards.

Sec. 14.04.24 Protected and Heritage Tree Preservation Requirements

- (a) The location of Protected and Heritage Trees shall be shown on the Landscape Plans associated with plats and site development permit plans. Preserved Heritage and Protected Trees may be credited towards the Landscape requirements of this Article.

(b) Protected and Heritage Trees shall be preserved to the greatest extent reasonably possible. Protected trees removed during construction shall be supplanted with replacement trees, or payment of mitigation fees, or both, as required by the tree preservation and mitigation requirements of this Article.

(c) The City staff shall review all applications for Protected Tree removal permits and may issue the permit authorizing removal of such tree(s) upon applicant's compliance with the tree replacement requirements or upon payment of the mitigation fees or both as set forth in this Article. Removal of a Protected Trees greater than eighteen (18) caliper inches Heritage Tree requires ~~the~~ approval of a variance by the Planning & Zoning Commission and the City Council.

Commented [ED25]: Confusing – we say Protected is 10 inches in the definition

Commented [PA26R25]: clarified

~~(d)~~ Up to thirty percent (30%) of Ashe Juniper trees between twelve (12) and eighteen (18) caliper inches on property outside of the Balcones Canyonlands Protection Area may be removed during construction without mitigation.

~~(e)~~ Trees must be protected from and during construction on the property in accordance with the approved Landscape Plan and this Article. For single-family residential lots, this provision only applies prior to the issuance of the initial certificate of occupancy for each lot.

~~(e)~~ Pruning of Protected Trees shall be performed in accordance with Section 14.04.3536, Landscape Standards.

Sec. 14.04.25 Heritage Tree Preservation Requirements

(a) Heritage Trees may only be removed from a property if a variance to this Article and a Landscape Plan is recommended for approval by the Planning and Zoning Commission, approved by the City Council and compliance with required mitigation has been provided.

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(b) The City staff shall process and review all applications for Heritage Tree removal permits. However, removal of a Heritage Tree requires approval of a variance recommendation by the Planning and Zoning Commission and approval by the City Council.

(c) The Planning & Zoning Commission shall consider all applications for Heritage Tree removal permits and make a recommendation for approval or denial of the variance to the City Council which shall have final authority to issue the permit. Approval of a variance to this Article for removal of a Heritage Tree shall be based on the procedure set out in section 14.04.46 and upon the following:

1. Tree size/number of trunks;
2. Tree health and viability;
3. Tree location;
4. Other Protected and Heritage Trees to be preserved on site; and
5. Whether all reasonable efforts have been made to design the project in a way to preserve Protected and Heritage Trees on site.
6. Whether protection of the Heritage Tree will reduce the buildable area within a platted lot to less than 50%;
7. The age of the Heritage Tree or its historical or cultural significance;

Sec. 14.04.26 Mitigation for Removal of a Heritage or Protected Tree; Tree Planting Credits

- (a) The removal of Heritage or Protected Trees shall require mitigation using the calculations and procedures defined below. Mitigation may be achieved through credit of existing trees on site, replacement trees planted on-site, or payment-in-lieu of replacement trees or a combination of replacement and mitigation fees.

Protected Trees (excluding Ashe Juniper) between twelve-ten (10) and eighteen (18) caliper-inches	*Replacement trees minimum 2 caliper inches	OR	Mitigation fee of three hundred dollars (\$300.00) per caliper inch removed
Protected Trees greater than eighteen (18) 18 caliper-inches and above and including Ashe Juniper trees	*Replacement trees minimum 2 caliper inches	OR	Mitigation fee of four hundred dollars (\$400.00) per caliper inch removed
Heritage trees twenty-four (24) caliper-inches and above	*Replacement trees minimum 2 caliper inches	OR	Mitigation fee of five hundred dollars (\$500.00) per caliper inch removed

Commented [PA27]: Appendix A chart has been modified to delete Ashe Juniper except for trees 24 inches or greater. So Ashe Juniper is not protected unless it's a Heritage size Tree

Commented [PA28]: Revised to add Ashe Juniper above 18 inches

* To qualify for Replacement mitigation credit all caliper inches removed must be replaced with an equal number of caliper inches. The percentage of replacement credit allowed is set out in subsection (c) below. Native trees removed require replacement from Appendix A. The amount of the replacement credit shall be processed and the percentage credited in accordance with subsection (b) and (c) below.

- (b) Disposition of payments. All payments made pursuant to this section shall be deposited in the city's Tree and Plant Fund, with the monies in the fund being restricted to landscaping improvements in parks, conservation areas and other public areas of the city. Mitigation fees shall be paid prior to tree replacement mitigation. If actual mitigation is less than proposed, excess mitigation fees shall be refunded following final inspection.
- (c) The Landowner may apply for a replacement tree mitigation credit by completing an application form prepared by the City. To qualify for a credit, each tree must be planted on the property for which the tree mitigation fee was assessed or mutually agreed upon by the City and the Landowner and be at least two (2) inches in diameter at the point on the trunk four feet six inches (4' 6") above ground.
1. The amount of credit provided to the Landowner must be applied in the same manner as the tree mitigation fee assessed; and
 - a. equal to the amount of the tree mitigation fee assessed against the Landowner if the property is an existing one-family or two-family dwelling that is the Landowner's residence;
 - b. at least fifty (50) percent of the amount of the tree mitigation fee assessed against the Landowner if:
 - (1) the property is a residential structure or pertains to the development, construction, renovation of a residential structure; and
 - (2) the Landowner is developing, constructing, or renovating the property not for uses as the Landowner's residence; or
 - c. at least forty (40) percent of the amount of the tree mitigation fee assessed against the Landowner if:
 - (1) the property is not a residential structure; or
 - (2) the Landowner is constructing or intends to construct a structure on the property that is not a residential structure.

2. Tree Mitigation fees must be paid in conjunction with the building permit application for tree mitigation occurring on an individual residential lot, and shall be paid prior to issuance of a site development permit, development plat or final plat, applicable.

Sec 14.04.27 Tree Replacement Requirements

- (a) Within new development, Protected or Heritage trees removed in the construction of roads or other infrastructure shall be replaced or relocated within divided medians, at the entrance of the development, along the right-of-way, and within park areas if parks are provided.
- (b) Prohibited planting locations. The placement of replacement trees shall not be allowed within any public utility or drainage easements or natural drainage ways or in any location which limits sight distances for vehicular traffic along roadways, rights-of-way, or driveway/roadway intersections.
- (c) Design standards. Every effort shall be made to allow for as many existing canopy native trees and understory native trees to remain on the lot as possible. During the building design phase, courtyards, alcoves, and ell shapes should be considered; winding sidewalks and driveways should also be designed around existing Protected and Heritage trees when possible.
- (d) Parking lots shall also be designed to incorporate as many existing Protected and Heritage trees as possible.
- (e) Patios and decks shall be designed around or incorporate existing Protected and Heritage trees.
- (f) Planted trees that fail to survive. If trees are planted, replacement shall be deemed to have occurred if the original replacement trees are still alive after two years. If the trees have not survived and are not replaced within 6 months, Tree Mitigation payment may be made by the current property owner to the City in lieu of replacement.
- (g) Replacement trees shall be a minimum of two (2) inches in caliper measured four feet six inches (4'6") feet above finished grade immediately after planting. Replacement trees shall be native if the tree being replaced is a Native tree. If the tree being replaced is non-native canopy trees from Appendix A or Appendix B should be used for replacement as appropriate for the ecosystem where planted.
- (h) A mulched area at least three (3) feet in radius, and not less than fifty percent (50%) of the drip line area is required around the trunks of all existing and proposed trees, with the mulch starting two (2) inches away from the trunk.
- (i) Once the minimum landscaping requirement is met, existing and retained native hardwood trees smaller than twelve (12) caliper inches and greater than or equal to two (2) caliper inches- in healthy condition may be counted toward the replacement mitigation requirements in accordance with the percentage of mitigation credit set out in section 14.04.26 (c).

Sec. 14.04.28 Tree protection standards

The following shall be required as a part of all development plans for all existing trees which have not been approved for removal in order to ensure that contractors adequately protect trees during construction.

- (a) A graphics legend to be used throughout the plans for the purposes of showing the following: trees to be flagged, protective fencing, trees requiring bark protection, boring, and areas of cut and fill impacting Protected- and Heritage trees, and the identification of all applicable trees as either Protected or Heritage trees.
- (b) Graphic exhibit showing the features of existing trees to be removed or preserved, including the critical root zone, trunk, canopy, drip line and caliper.
- (c) Graphic exhibits showing methods of protection, to include fences, boarded skirts, etc.
- (d) Graphic exhibits showing construction methods, to include grade changes, boring, trenching, etc.
- (e) All requirements of tree preservation shall be shown graphically on all applicable sheets within the development plat.
- (f) Reasonable efforts shall be made to provide primary tree protection. Secondary tree protection is allowable when authorized by the building official.
- (g) Tree Protection Fencing. All trees shown on plan to be preserved shall be protected with primary tree protection - temporary chain-link fencing. In areas where installation of chain-link fencing would be detrimental to a tree or a tree's root system, secondary tree protection may be acceptable. See details. Alternate fencing such as chain-link panels or plastic fencing may be approved by the building official for protection of natural areas.
- (h) Protective fencing shall be installed prior to the start of any site preparation work and shall be maintained throughout all phases of the construction project until the final walk-through is performed.
- (i) Tree protection fencing that is damaged or found to be non-compliant shall be repaired/replaced within 24 hours of notice or a stop work order shall be given.
- (j) Erosion and sedimentation control barriers shall be installed or maintained in a manner that does not result in damage to the tree or critical root zone and in a manner that does not result in soil buildup.
- (k) Protective fences shall surround each tree or group of trees and will remain at the location specified in the Landscape Plan and approved Site Development Plan. For natural areas, protective fencing shall follow the limit of construction line in order to prevent the following:
 - (i) Soil compaction in the root zone area as a result from vehicular traffic or storage of equipment and materials,
 - (ii) Root zone disturbances due to grade changes greater than 4 inches of cut or fill, or trenching not approved or authorized by the City,
 - (iii) Wounds to exposed roots, trunk or limbs by mechanical equipment,
 - (iv) Other activities detrimental to trees such as chemical storage, concrete clean-outs and other construction spoils.

- (l) No construction or disturbance shall occur within an area that constitutes more than fifty percent (50%) of the total critical root zone and one half the radial distance of the critical root zone for each tree being preserved including Protected Trees, Heritage Trees, and any other trees for which preservation is to be credited. The remaining critical root zone shall consist of at least one hundred (100) square feet.

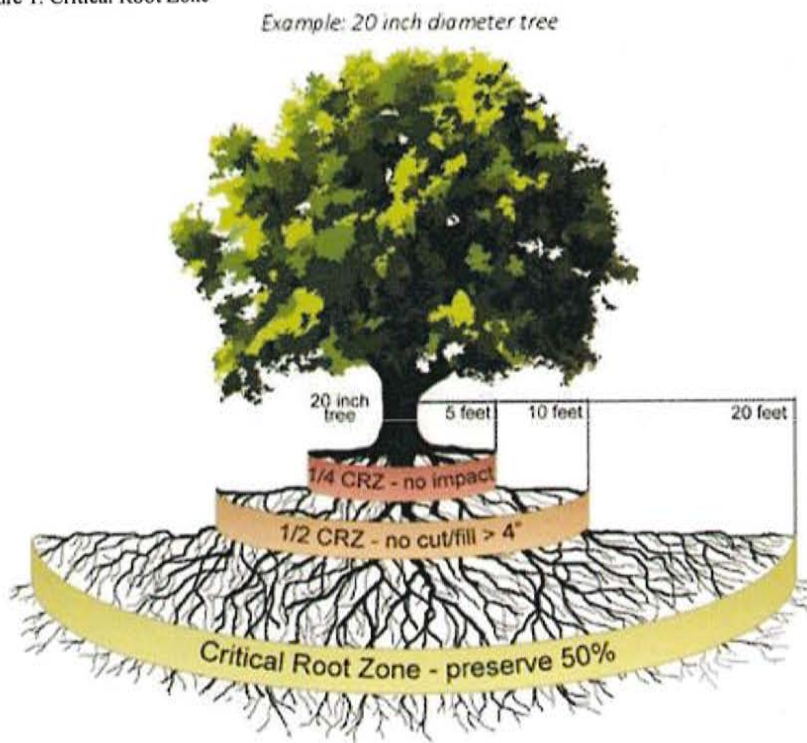
This defined area shall be flagged and encircled with protective fencing during construction. The Director may approve construction closer to the trunk than one half ($\frac{1}{2}$) the radial distance, depending on the size, spacing, or species of the tree, the type of disturbance proposed, and uniqueness of the situation.

Cut or fill that is greater than four (4) inches in depth and the severing of major roots shall be considered disturbance for the purposes of this Article.

Within the protected critical root zone, only flatwork, decking, or similar construction, may be approved and shall not affect the branching of the tree.

If proposed or actual protection of the critical root zone of a tree does not meet the requirements of this Section, then the tree shall be considered removed and shall require mitigation in accordance with this Article.

Figure 1. Critical Root Zone



Graphic Used with Permission from City of Austin

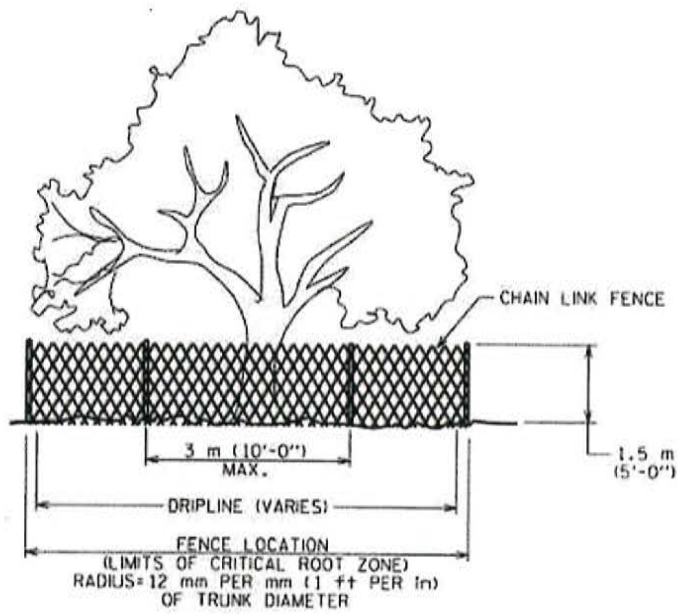


Figure 2. Primary Tree Protection – Chain Link (City of Austin Standard 610S-2)

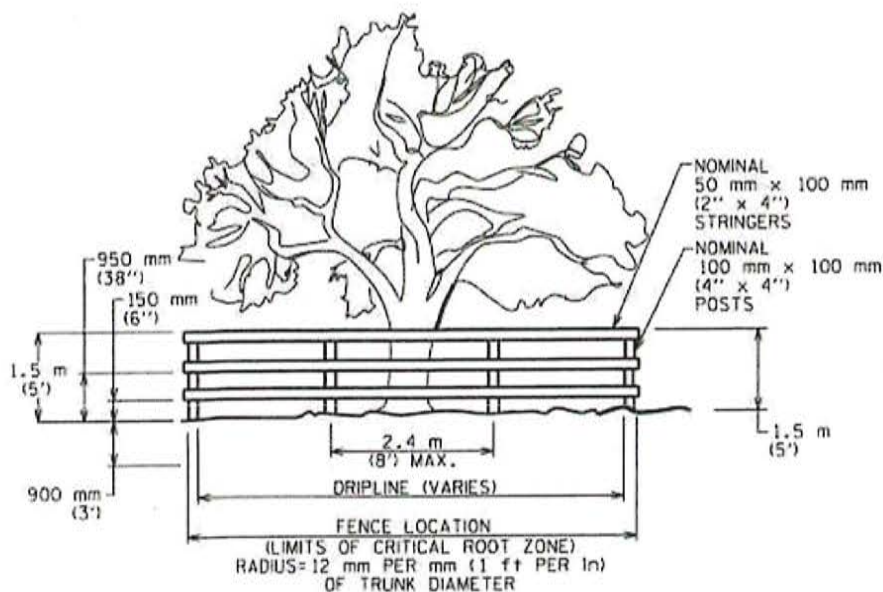


Figure 3. Secondary Tree Protection – Wood (City of Austin Standard 610S-3)

Sec. 14.04.29 Prohibited activities in root zone of Protected and Heritage trees

The following activities shall be prohibited within the limits of the critical root zone of any Protected or Heritage tree subject to the requirements of this Article:

- (a) Material storage. No materials intended for use in construction, or waste materials accumulated due to excavation or demolition, shall be placed within the limits of the critical root zone of any Protected or Heritage tree.
- (b) Equipment cleaning; liquid disposal. No equipment shall be cleaned, or other materials or liquids deposited or allowed to flow over land, within the limits of the critical root zone of a Protected or Heritage tree. This includes, without limitation, paint, oil, solvents, asphalt, concrete, mortar or similar materials. Tree attachments.
- (c) No signs, wires, or other attachments other than those of a protective nature shall be attached to any Protected or Heritage tree.

- (d) Vehicular traffic. No vehicular and/or construction equipment traffic or parking shall take place within the limits of the critical root zone of any Protected or Heritage tree other than on an existing paved street or parking lot. This restriction does not apply to single incident access within the critical root zone for purposes of clearing underbrush, establishing the building pad and associated lot grading, vehicular traffic necessary for routine utility maintenance or emergency restoration of utility service, or routine mowing operations.
- (e) Grade changes. No grade changes in excess of two inches (2") (cut or fill) shall be allowed within the limits of the critical root zone of any Protected -or Heritage tree unless adequate construction methods are utilized which have been approved by the building official.
- (f) Impervious paving. No paving with asphalt, concrete or other impervious materials in a manner which may reasonably be expected to kill a tree shall be placed within the limits of the critical root zone of a Protected -or Heritage tree except as otherwise allowed in this Article.

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Sec. 14.04.30 Pre-construction requirements

Unless otherwise approved in the Site Plan or Development Permit, the following procedures shall be followed on all construction projects:

- (a) Open space flagging. All trees or groups of trees within areas intended to be saved as open space shall be enclosed with orange fencing along all areas of possible access or intrusion by construction equipment. Fencing shall be supported by metal "T" posts at a minimum of ten-foot (10') intervals on center. Single incident access for the purposes of clearing underbrush is allowed.
- (b) Protective fencing. In those situations where a Protected or Heritage tree is so close to the construction area that construction equipment will infringe on the root system, protective fencing may be required between the tree and the construction activity.
- (c) Bark protection. In situations where a Protected or Heritage tree remains in the immediate area of intended construction, the tree shall be protected by enclosing the entire circumference of the tree with 2" x 4" lumber encircled with wire or other means that do not damage the tree. This will protect the bark of the tree against incidental contact by large construction equipment.

Sec. 14.04.31 Eradication of stumps

- (a) In the event that any trees of any kind are cut on a lot, the owner of the lot or the owner's agent will be required to remove, grind or otherwise eradicate the stump of the cut trees in a manner in which the stump will not be noticeable from surrounding properties or the street right-of-way.
- (b) For purposes of this section, a stump will not be considered visible if the top of the stump does not exceed two (2) inches above the surface of the lot at the location of the stump.
- (c) Removal of one or more stumps from a lot through excavation or bulldozing will require the installation of erosion and sedimentation controls as deemed necessary by the city. Revegetation of any area disturbed by the removal of trees or stumps must be accomplished within sixty (60) days of the removal.

Erosion and sedimentation controls must be maintained in an appropriate manner to ensure their effectiveness and aesthetic appearance until such time as new vegetation is permanently established in the disturbed area(s).

Sec. 14.04.32 Alternative Tree Preservation

- (a) Alternative tree preservation may be approved by the City for properties where existing tree cover is especially dense and the following are found:
1. Removal of a significant number of trees is unavoidable;
 2. The applicant has planned the development so as to save the highest quality and greatest number of trees that could be reasonably expected;
 3. All areas of the site that can be reasonably utilized for tree replacement have been utilized; and
 4. The proposed total landscaping exceeds the requirements of this Article.
- (b) The approved alternative tree preservation approach shall be included in the Landscape Plan and Permit.

Sec. 14.04.33 Non-Native Invasive Plants/Prohibited Trees/Plants

Species Public Nuisance Declared

The City of Jonestown declares that invasive or undesirable species listed in Appendix C are a public nuisance that degrades landscaped and natural areas. The Landscape Plan shall identify any prohibited trees or vegetation and shall provide that such species shall be removed. Prohibited trees or vegetation shall not count as credit toward planting requirements. Likewise, removal of same shall not be subject to replacement or Tree mitigation fees

Commented [PA29]: applicable to previous comment regarding survey requirements. Council may want to delete the removal requirement

Sec. 14.04.34 Landscaping Incentives for New Subdivisions and Commercial, Industrial Multi-Use or Multi-Family Developments

(a) Appropriate Native Plants Incentives

Any landowner or landowner representative submitting a required Landscape Plan for New Subdivisions or other land developments for landscaping with one hundred percent (100%) native plants and trees will be eligible for all or part of the following incentives with eligibility based on the recommendations of the Planning and Zoning Commission and approval of the City Council.

1. A rebate of up to twenty-five percent (25%) from the City's tree mitigation fees;
2. City signage placed on site naming the landowner and/or landowner representative as a green growth company or landowner;
3. Certificate of Recognition and Appreciation from the Lower Colorado River Authority and Central Texas Soil and Water Conservation District;
4. City Notice of Recognition and Appreciation with Certificate presented at City Council meeting.

(b) Restoration of Native Habitat Incentives

Any landowner or landowner representative submitting a required Landscape Plan for New Subdivisions or other land development for landscaping which restores native habitat through a combination of non-native

invasive plant removal and installation of one hundred percent (100%) native plants, and which results in an increase of plants on the developed site will be eligible for all or part of the following incentives with eligibility based on the recommendations of the Planning and Zoning Commission and final approval of the City Council.

1. A rebate of up to twenty-five percent (25%) from the City's tree mitigation fees;
2. City signage placed on site naming the landowner and/or landowner representative as a green growth company or landowner;
3. Certificate of Recognition and Appreciation from the Lower Colorado River Authority and the Central Texas Soil and Water Conservation District presented at City Council meeting.

(c) Single Family Homes Incentives

The Incentives portion of this Article does not apply to individuals submitting a limited Landscape Plan for one single family home on one existing lot.

Sec. 14.04.35 Education

The City recognizes that education of its citizens on the benefits of appropriate native vegetation and the need for the use of more efficient landscaping practices is essential in order to protect the City's most valuable resources, including water, wildlife, and native plants.

(a) Public Workshops

To increase public awareness on the requirements of this Ordinance, promote the protection of native plants, and educate its citizens on local native ecosystems and appropriate native plants, the City will conduct, at minimum, one public workshop every year. The costs of the workshops will be borne by the City. The City may partner with a public agency such as the Central Texas Soil and Water Conservation District, the Lower Colorado River Authority, Balcones Canyonlands Wildlife Preserve, or a non-profit organization such as Tree Folks or the local chapter of the Native Plant Society of Texas to provide the workshops.

(b) Residential Subdivision Education Required

The developer or POA, as applicable, with guidance from the City, will also design and supply each new subdivision homeowner with educational materials about the subdivision's Landscape Plan, including information on the appropriate native plants, soils, wildlife habitat, fertilizers, and water usage within their subdivision. The costs for the printing of the educational materials will be borne by the developer or POA, as applicable.

Sec. 14.04.36 Landscaping Standards

(a) Installation

A common cause of landscape failure is planting too deep and failing to manage circling roots. All landscape materials shall be installed and maintained according to best practices for the Central Texas region. Low water demanding landscapes are encouraged and shall include use of native plants and adapted plants as included in the Appendix A and Appendix B.

(b) Maintenance

The owner of landscaped property shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy appearance at all times and shall be kept free of refuse and debris. Native plants shall be maintained in their naturally occurring shapes with minimal pruning. All planted areas shall be provided with a readily available water supply and watered as necessary to ensure healthy establishment. Limit water and fertilizer for native plants once established. Landscape irrigation systems shall not be mandatory with low water demanding landscapes. Drip irrigation or soaker hose systems and landscape designs for low impact stormwater management that keep stormwater runoff on-site are encouraged. Maintenance shall include the removal of dead plant material and its replacement if that material was used to meet the requirements of this section.

(c) Quality

Trees, shrubs, vines and ground cover planted pursuant to this section shall be healthy nursery stock that meets or exceeds the American Standard for Nursery Stock (ANSI Z60.1).

(d) Turf Grass and Alternatives

All turf grass installed shall have summer dormancy capabilities. Recommended varieties can be found in the Plant Reference Resources Appendix A. St. Augustine and common Bermuda shall not be used.

Alternative options to turf grass shall use native and adapted landscape plants for planting such as wildflower prairies, ground cover, flower and shrub beds, or mulch. No more than thirty (30%) percent of the landscaped portion of residential lots may consist of non-degradable pervious material such as river rock, gravel, decomposed granite, tumbled glass or pervious pavers.

The maximum landscape that may be planted in turf grass for non-residential development shall be limited to forty (40%) percent of the required landscape area. No more than fifty (50%) percent of the landscaped portion of non-residential lots may consist of non-degradable pervious material.

Turf grass in non-residential developments shall be located in strips no less than ten (10) feet wide. Landscaped areas smaller than ten (10) feet in width shall use ground covers or pervious materials.

(e) Tree Diversification during Development

No more than fifty percent (50%) of the same species may be planted as street trees or individual lot trees on the same street when subdivision lots are first developed to avoid potential loss of entire plantings due to disease.

(f) Non-Disturbance Zone

A non-disturbance zone shall be maintained on single-family and two-family lots during the subdivision construction and building permit phases of development. A disturbance area no more than five (5') feet from the foundation necessary for construction and grade transitions shall be permitted. This disturbance area shall be no more than ten (10') feet from the foundation for properties on lots larger than one-half (1/2) acre. The trees located on the remainder of the lot shall not be removed unless a unique situation is approved by the City.

(g) Pruning Oak Trees

1. To help prevent the spread of oak wilt, pruning of any type of oak tree shall be prohibited from February 1 through June 30 unless approved in advance by, and performed under the supervision of ~~a licensed, the City's~~ arborist for a tree showing signs of disease, ~~damage through a storm,~~ reasons related to public safety or protection of property, or other extenuating circumstances where maintenance is deemed necessary by the City's arborist.

At all times of the year, suspected disease of any oak tree shall be reported to the City for review by the City's arborist before the pruning is performed to minimize the risk of oak wilt spread.

For the period outside February 1 through June 30, pruning for maintenance or removal of branches of any ~~Protected~~ or Heritage oak tree shall be performed under the supervision of ~~the City's arborist or any a~~ ISA-certified arborist. If the property owner uses an ISA-certified arborist of their choice for pruning of a ~~Protected~~ or Heritage oak tree, the property owner may apply for a small reimbursement from the City's Tree Mitigation Fund.

TexasOakWilt.org guidelines shall be followed for correct pruning techniques and disposal methods to prevent spread of oak wilt. Any oak suspected to have oak wilt shall be reported to the City for proper identification by the City's arborist. The property owner shall follow the City arborist's direction for immediate removal or correct treatment of all trees confirmed to have oak wilt.

~~There is no charge to the property owner for services provided by the City's arborist.~~

2. Pruning Protected Trees of non-native-oak species may occur as needed throughout the year. ~~Any brush and tree removal must be permitted through the City Development Services office. The property owner shall consult with the City's arborist at no charge before the work is performed by the property owner or their arborist of choice.~~

(h) Artificial Materials

Synthetic or artificial lawns or plants, if allowed by state law and property owner's association rules, shall not be used in lieu of plant requirements.

(i) Planters

The use of architectural planters may be permitted in fulfillment of fifty percent (50%) of the landscape requirements for commercial or industrial landscapes.

(j) Pervious Materials

Any approved decorative aggregate or pervious ~~brick~~ pavers shall qualify for up to ten percent (10%) of the required landscaping if contained in planting areas, but no credit shall be given for concrete or other impervious surfaces.

(k) Mulch

All exposed soil surfaces of disturbed non-turf areas within the developed landscape area must be mulched with a minimum two-inch layer of organic material. Examples of organic material include first-pass chopped

Commented [ED30]: See my note below on pruning. We don't have the manpower after a storm to do this.

Commented [PA31R30]: Revised so that owner is responsible for obtaining the arborist

Commented [ED32]: No on Protected – see my note below on pruning

Commented [PA33]: Delete protected if council only want an ISA certified arborist involved with Heritage trees. Deleted reference to city arborist per questions from city staff.

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Commented [PA34]: Delete- if only Heritage require engagement of ISA arborist

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Commented [PA35]: Delete if the city doesn't intend to have a city arborist

Commented [ED36]: Why would a homeowner have to consult with the City's arborist to prune a 10 inch tree? We'd be making a whole lot of our citizens break the law – they are not going to call and consult with an arborist to trim a few branches off of a 10 inch tree (especially cedar). At this last ice storm, the City would in no way have had the manpower to oversee all the tree trimming that was necessary. Just our little neighborhood would have had weeks of an on-site arborist required to be here.

Commented [PA37R36]: A very good point

Commented [ED38]: We could write up 80% of the houses and commercial buildings for not adhering to this. Two inches of mulch will require a home or building owner to mulch every year or two.

native hardwoods, shredded cedar, composted leaves, and shredded landscape clippings. Natural areas are exempt from additional placed mulch.

(l) Lighting

Landscape lighting of all types shall meet the City of Jonestown's lighting standards and requirements for night-time light control to preserve dark skies.

(m) Tree Preservation Markings

All trees to be preserved as shown in an approved Landscape Plan shall be clearly marked prior to the commencement of construction activities.

(n) WaterWise Landscape Principles

WaterWise landscape principles shall be an integral component of the landscape design and plan. Home builders shall be required to offer a WaterWise landscape option using drought-tolerant and drought-resistant native plants in any series of landscape options offered to home buyers. The seven basic principles of WaterWise landscaping include:

1. Proper planning and design, including grouping plants by their water needs, grouping plants by their microclimate needs;
2. Proper soil preparation (compost-improved topsoil);
3. Practical turf grass selection of drought resistant-species;
4. Appropriate plant selection. The plants listed as invasive plants shall not be offered as part of a WaterWise landscape option;
5. Efficient irrigation systems;
6. Use of mulches;
7. Appropriate maintenance.

(o) Excluded Items

The following may not be counted toward the above landscape area requirements:

1. Detention and water quality ponds unless such ponds are designed as follows:
 - a. The ponds shall utilize earthen berms.
 - b. Any structural stabilization shall be limited to the use of native stone (except for outlet structures) and shall be limited to not more than thirty percent (30%) of the perimeter of the pond.
 - c. Such ponds shall be seamlessly integrated with the landscaping.
 - d. Such ponds shall be not greater than eighteen inches deep.
 - e. Such ponds shall not comprise more than twenty-five percent (25%) of the required landscape area.
2. Utility, mechanical and electrical facilities.
3. Sidewalks or other paved surfaces except for any decorative aggregate or pervious brick pavers if contained in planting areas and comprising less than ten percent (10%) of the required landscape area.
4. Landscaped areas less than four feet in width.

(p) General Landscape Minimums

A minimum percentage of the total lot area of property on which development occurs shall be devoted to landscape development in accordance with the following schedule. Such percentages may include setback areas. All non-single-family and non-two-family setback areas are required to be landscaped in accordance with this Article even if they exceed the following percentages:

1. Multi-Family Dwellings (tri-plex, four-plex, condominiums or apartments): 20%
2. Office and Professional Uses: 15%
3. Commercial Uses: 15%
4. Industrial or Manufacturing: 10%
5. Single-Family and Two-Family Dwelling Housing Developments: 15% preserved in perpetuity as native habitat (may include greenbelts and steep slope environmental overlays)
6. Schools, churches, city centers and parks: 15%

Sec. 14.04.37 Landscape Requirements for Multi-Family, Industrial and Commercial Developments

(a) Trees and shrubs identified on Appendix A or Appendix B shall be utilized within the required landscaping as described below.

1. For every six hundred (600) square feet of landscape area and setback area required by this Article, two (2) canopy shade trees two (2) inch caliper or larger and four (4) shrubs, five (5) gallon container size or larger shall be planted. Two ten (10) gallon container sized ornamental trees may be substituted for every one (1) required shade tree as long as at least half of the required number of shade trees is installed.
2. Trees shall be credited on a caliper-inch basis.
 - (i) For every one (1) caliper-inch of a tree that is saved, credit shall be given for one (1) caliper-inch of a tree required to be planted.
 - (ii) For every one (1) caliper-inch of a Protected or Heritage tree over eighteen inches (18") caliper that is saved, credit shall be given for two (2) caliper-inches of a tree required to be planted.

At least seventy five percent (75%) of the planted trees are required to be large trees/shade trees.

The remaining trees may be small ornamental understory trees, all of which shall be selected from Appendix A or Appendix B. Existing Protected trees and shrubs that are retained in healthy condition may count toward fulfillment of these requirements.

3. In calculating the credit from existing Protected Trees and shrubs that are retained, shrubs shall be credited on a one-for-one basis if such shrub is equivalent or greater in size to a comparable five-gallon container-grown shrub.
- (b) To allow for larger landscaped activity areas at school facilities, for every six hundred (600) square feet of landscaping required by this section, one (1) tree and three (3) shrubs five (5) gallon container size or larger shall be planted.
- (c) To reduce the thermal impact of unshaded parking lots, additional trees shall be planted as necessary so that the center point of each parking space is no more than seventy-five (75) feet away from the trunk of a tree.

Appendix A includes a list of native shade trees acceptable for use as parking lot trees or street trees.

If used, street trees shall be planted between the sidewalks and back of curb (or edge of pavement) if the public utility easement is more than five (5) feet from the back of curb or edge of pavement. If the public utility easement is adjacent to the back of curb or edge of pavement, the tree designated as a street tree shall be planted on the lot side of the easement. A street tree shall be a large tree species and shall be specified in the Construction Plans for the subdivision (if applicable). Street tree spacing shall average thirty (30) feet on center between trees on the same side of the street. Street trees may be counted toward the required tree plantings within the front or street side setback area. Caution should be taken to avoid planting street trees of the same species that come from the same tissue culture to minimize later mass failure from disease.

- (d) Other than single-family and two-family development, setback areas shall be landscaped per the standards of this section.

Sec.14.04.38 Landscape Requirements for Residential Districts Other Than Multi-Family

- (a) Shrubs shall be five (5) one-gallon shrubs, three (3) five-gallon shrubs, and a mix of ground cover and turf grass or an alternative material as defined in this section from the front property line to the front two (2) corners of the structure. If rain gutters are not used, a minimum area extending three feet (3') from the slab/foundation shall be covered with ground cover plants, turf grass or French drain with gravel to encourage water infiltration.
- (b) Each residential lot or building envelope shall be required to plant at least two (2) trees measuring at least two (2) caliper-inches selected from the City of Jonestown's Plant Reference Resources (Appendix A). At least one of the required trees shall be a street tree planted between the sidewalk and the back of curb (or edge of pavement) in accordance with The Urban Tree Foundation planting details. Street tree spacing shall average thirty (30) feet on center between trees on the same side of the street which may require two (2) or more street trees to be planted per lot to achieve the required spacing.
- (c) Lots less than thirty (30) feet wide and with less than a fifteen (15) foot deep front yard are only required to plant one (1) large tree which shall be the street tree. One small ornamental tree shall be planted in the front yard of the lot. Corner lots shall plant street trees on both streets. Existing trees and shrubs that are retained in healthy condition may count toward fulfillment of these requirements.
- (d) Seventy-five percent (75%) of the landscape understory shall be native plants appropriate for the location.

Sec. 14.04.39 Required Area to Be Landscaped

The landscaping shall be placed upon that portion of a tract or lot that is being developed. Thirty percent (30%) of the required landscaped area and required plantings contained in the landscape requirements listed in this section shall be installed between the front property lines and the building being constructed. Undeveloped portions of a tract or lot shall not be considered landscaped, except as specifically approved by the City.

Sec. 14.04.40 Intersection Landscaping

No landscaping that will be over three (3) feet in height at maturity shall be planted within forty (40) feet of the intersection of any street pavement. Any planted or existing vegetation within this area shall be kept pruned so that foliage shall not grow or exist within three (3) and eight (8) feet above the elevation of the curb closest to the vegetation.

Sec. 14.04.41 Replacement Landscaping Required

In cases of death or removal of a tree planted pursuant to the terms of this Article within ten (10) years of installation, a replacement tree of equal size and type shall be required to be planted. A smaller tree that will have a mature crown similar to the tree removed may be substituted if the planting area or pervious cover provided for the larger tree in this section is retained.

Sec. 14.04.42 Riparian Buffers

Waterfront property along Lake Travis or any of its tributaries shall preserve a thirty-five foot (35') buffer from the water's edge at normal high water mark or landward side of floodplain boundary maintained in native woody vegetation for water quality including control of sediment and for wildlife habitat unless a higher standard is required by the Lower Colorado River Authority to meet environmental regulations.

Sec. 14.04.43 Screening Buffers

- (a) Screening buffers are required to reduce the visual impact between one type of land use and another.
- (b) High Impact Screening: A one hundred percent (100%) opaque screen is required between dissimilar land uses per the chart below. Both of the following elements are required to be installed within the buffer area: (a) an eight-foot (8') masonry wall or wood fence, and (b) a low-impact landscape screen on one side of the fence. The high-impact screen shall be regularly maintained to ensure wall or fence and landscaping remain in excellent condition.
- (c) Medium Impact Screening: A seventy percent (70%) semi-opaque screen is required between dissimilar land uses per the chart below. Semi-opaque screening should partially block views from adjoining land use and create a separation between the adjoining land uses. Medium-impact screening may consist of a wood or metal fence with landscape screening of shrubs and ornamental trees, or solely landscape screening of canopy trees, ornamental trees, evergreen trees and shrubs, with 25% canopy trees.
- (d) Low Impact Screening: A partially open screen of plants is required between somewhat similar land uses. Open screening should provide an attractive separation between land uses. This landscape screen shall consist of 15% canopy trees, 10% ornamental trees, 15% evergreen trees and 30% shrubs.

Visual Screening Chart

<i>Adjoining Use and Impact Level</i>					
Proposed Use	Single-Family	Multi-Family	Commercial	Office	Industrial
Single-Family	None	High	High	High	High
Multi-Family	High	None	High	Medium	High
Commercial	High	High	None	None	Low
Office	High	Medium	None	None	Low
Industrial	High	High	Low	Low	None

Sec. 14.04.44 Tree Mitigation Fund

There is hereby created a Tree Mitigation Fund, a separate fund of the City that shall receive all funds collected under this Article and which shall be received and administered by the City for purposes outlined in this Article.

Sec. 14.04.45 Violation

It shall be unlawful for any person or entity, to permit, cause or allow a Protected or Heritage Tree to be cut down, destroyed, removed, topped or moved, whether directly or indirectly -without first obtaining a tree removal permit or an approved Landscape Plan that includes the right to remove Protected or Heritage Trees.

Sec. 14.04.46 Variance Procedures

(a) Petition

Any landowner whose property is regulated by this Article may petition the City for a variance from the requirements of this Article. Any landowner who intends to remove a Heritage Tree shall be required to petition and receive a variance to this Article. The petition must include:

1. The name and address of the applicant;
2. A detailed description of the exigent circumstances that warrant variance from the requirements;
3. A proposed Landscape Plan;
4. The requested variance, and
5. Any other relevant information that staff requests of the applicant.

(b) Consideration and Decision

The Commission shall recommend and the City Council shall consider and take action on the variance request at a public hearing. Following the public hearings and action by the Commission and City Council, the City will notify the landowner in writing of the City's decision to either approve or deny the petition.

(c) Appeal

If the Planning and Zoning Commission recommends denial of the variance petition, the landowner may appeal such recommendation to the City Council by submitting a written notice of appeal to the City within thirty (30) days after the date of determination by the Planning and Zoning Commission. Failure of the applicant to request an appeal within the thirty (30) day period concludes the variance request.

Sec. 14.04.47 Inspections

City staff, or city designated representatives, shall have the authority to make inspections at reasonable hours of all areas landscaped pursuant to this Article at any time during the development of a site, installation of the landscape plan at the site, and within the first year after the date that the landscaping is completely installed. The inspections may be made without notice, and refusal to allow such inspection will be a violation of this Article. Refusal to allow inspection will constitute grounds for a court of competent jurisdiction to issue an administrative warrant for the purposes of inspecting the landscaped area. The City may utilize

knowledgeable volunteers from the local Native Plant Society, the local Soil and Water Conservation District and university extension offices for the purposes of completing the inspections.

Sec. 14.04.48 Fees

The City may charge an applicant reasonable fees for any permits and applications required by this Article, which fees may from time to time be amended by the City.

SECTION 4. All applicable provisions of the Ordinances of the City of Jonestown in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, and all other provisions of the Ordinances of the City of Jonestown not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 6. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law requires in such cases provide.

SECTION 7. It is hereby found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 8. Violations of these requirements shall be enforced in accordance with specific sections of this Ordinance and in accordance with Sec. 1.01.009, General penalty for violations of code; continuing violations, of the City's Code of Ordinances and as otherwise set out in Chapter 14.

DULY PASSED AND ADOPTED by the City Council of the City of Jonestown, Texas, on the _____ day of _____, 2021.

City of Jonestown, Texas

Paul Johnson, Mayor

Attest:

Rachel Austin, City Secretary

City of Jonestown Native Plant Reference Resources - Appendix A

Notes:

- (a) Where this Plant Reference Resources conflicts with information from state or federal agencies about rare, threatened, endangered or invasive plant species, the state or federal listing takes precedence.
- (b) Texas Superstar® and Earth-kind® plant lists may contain species considered invasive in Jonestown.
- (c) Refer also to the following for suggested native plants and plant communities:
 1. Lady Bird Johnson Wildflower Center Native Plants Database
 2. Natural Resources Conservation Service, Soil & Water Conservation Districts
 3. Lower Colorado River Authority
 4. Texas Native Plants Database (TAMU):
<https://aggie-horticulture.tamu.edu/ornamentals/natives/tamuhort.html>
- (d) Refer also to the following for suggested plants. Plants listed as native to Blackland Prairie are rarely suitable for Jonestown ecosystems due to our shallow, highly alkaline soils.
 1. City of Austin Grow Green Guide
<https://austintexas.gov/departments/grow-green/plant-guide>
 2. City of Leander Preferred Plant List
 3. City of Cedar Park Preferred Plant List

RECOMMENDED NATIVE PLANTS

Large Native Trees (Canopy Trees)		
Latin name	Common name	Comments
<i>Carya illinoensis</i>	Pecan	Deep soil
<i>Celtis laevigata</i>	Hackberry	Recommended for wildlife areas or greenbelts only
<i>Fraxinus texensis</i>	Texas Ash	
<i>Juniperus ashei</i>	Ashe Juniper	<i>*[is not recommended for replanting, but is protected if 18 inches or larger. Not recommended but allowed especially in the Balcones Canyonlands area if available in nurseries]</i>
<i>Populus fremontii</i>	Alamo Cottonwood	Male trees
<i>Platanus mexicana</i>	Mexican Sycamore	Deep soil
<i>Prunus serotina</i> var. <i>eximia</i>	Escarpment Black Cherry	
<i>Quercus buckleyi</i>	Spanish Oak	*Susceptible to oak wilt; check source before planting. Related Shumard red oak not suitable for shallow soils in Jonestown.
<i>Quercus fusiformis</i>	Escarpment Live Oak	<i>Quercus virginiana</i> , Southern Live Oak, is not suitable for the shallow soils in Jonestown.
<i>Quercus macrocarpa</i>	Bur Oak	Deep soils
<i>Quercus muehlenbergii</i>	Chinkapin Oak	

Commented [PA39]: Delete first part of sentence if council wishes to allow replanting of Ashe Juniper trees

Commented [ED40]: It's not recommended, but is it "Protected"?

<i>Quercus polymorpha</i>	Monterrey Oak	
<i>Quercus texana</i>	Texas Red Oak	*Susceptible to oak wilt; check source before planting. Related Shumard red oak not suitable for shallow soils in Jonestown.
<i>Taxodium mucronatum</i>	Monterrey Cypress	
<i>Taxodium distichum</i>	Bald Cypress	
<i>Ulmus crassifolia</i>	Cedar Elm	
Small-Medium Sized Native Trees (Understory Trees)		
<i>Acacia berlandieri</i>	Guajillo	
<i>Acacia farnesiana</i> var. <i>smallii</i>	Huisache	
<i>Acacia schaffneri</i> var. <i>bravoensis</i>	Huisachillo	
<i>Acer grandidentatum</i>	Bigtooth Maple	Deep soils
<i>Bauhinia lunaroides</i>	Anacacho Orchid Tree	
<i>Cercidium macrum</i>	Palo Verde	
<i>Cercis canadensis</i> var. <i>texensis</i>	Texas Redbud	
<i>Cercis canadensis</i> var. <i>mexicana</i>	Mexican Redbud	
<i>Chilopsis linearis</i>	Desert Willow	
<i>Cornus drummondii</i>	Roughleaf Dogwood	
<i>Diospyros texana</i>	Texas Persimmon	
<i>Ehretia anacua</i>	Anacua	
<i>Ilex decidua</i>	Possum Haw	
<i>Ilex vomitoria</i>	Yaupon	'Pride of Houston' or other tall variety
<i>Juglans microcarpa berlandieri</i>	Texas Walnut	
<i>Liquidambar styraciflua</i>	Sweetgum	
<i>Myrosporum sousanum</i>	Arroyo Sweetwood	
<i>Prunus mexicana</i>	Mexican Plum	
<i>Ptelea trifoliata</i>	Wafer Ash	
<i>Quercus laceyi</i> (Q. <i>glaucoides</i>)	Lacey Oak	Good oak for use under power lines
<i>Quercus mohriana</i>	Shin Oak	
<i>Quercus pungens</i> var. <i>vaseyana</i>	Vasey Oak	
<i>Rhamnus caroliniana</i>	Carolina Buckthorn	
<i>Sapindus drummondii</i>	Western Soapberry	
<i>Sophora affinis</i>	Eve's Necklace Tree	
<i>Sophora secundiflora</i>	Texas Mountain Laurel	Evergreen
<i>Ugnadia speciosa</i>	Mexican Buckeye	
<i>Viburnum rufidulum</i>	Rusty Blackhaw Viburnum	
<i>Zanthoxylum hirsutum</i>	Toothache Tree	
Shrubs		
<i>Acacia wrightii</i>	Wright's Acacia	
<i>Aesculus arguta</i>	Texas Buckeye	
<i>Aloysia gratissima</i>	Whitebrush	
<i>Amorpha fruticosa</i>	Indigo Bush	
<i>Anisacanthus wrightii</i>	Flame Acanthus	
<i>Atriplex canescens</i>	Fourwing Saltbush	
<i>Berberis trifoliata</i>	Agarito	Evergreen

<i>Callicarpa americana</i>	American Beautyberry	
<i>Capsicum annuum</i> var. <i>aviculare</i>	Chile Pequin	
<i>Cotinus obovatus</i>	Texas Smoke Tree	
<i>Fallugia paradoxa</i>	Apache Plume	
<i>Fraxinus cuspidata</i>	Fragrant Ash	
<i>Eysenhardtia texana</i>	Kidneywood	
<i>Ilex vomitoria</i> 'Nana'	Yaupon	Evergreen, multiple varieties with mature height less than 6 feet
<i>Karwinschia humboldtiana</i>	Coyotillo	
<i>Lantana urticoides</i>	Texas Lantana	
<i>Larrea tridentata</i>	Creosote Bush	Evergreen
<i>Leucana retusa</i>	Goldenball Leadtree	
<i>Leucophyllum frutescens</i>	Cenizo, Texas Ranger	Evergreen
<i>Mimosa borealis</i>	Fragrant Mimosa	
<i>Myrica cerifera</i>	Wax Myrtle	Evergreen
<i>Myrica pusilla</i>	Dwarf Wax Myrtle	Evergreen
<i>Parkinsonia aculeata</i>	Retama	
<i>Pistacia texana</i>	Texas Pistache	Evergreen
<i>Rhus aromatica</i>	Fragrant Sumac	
<i>Rhus glabra</i>	Smooth Sumac	
<i>Rhus lanceolata</i>	Prairie Flameleaf Sumac	
<i>Rhus virens</i>	Evergreen Sumac	Evergreen
Invasive Plants – DO NOT USE		
<i>Ailanthus altissima</i>	Tree of Heaven	
<i>Albizia julibrissin</i>	Mimosa Tree	
<i>Arundo donax</i>	Giant Cane	
<i>Broussonetia papyrifera</i>	Paper Mulberry	
<i>Colocasis esculenta</i>	Elephant Ear	
<i>Cynodon dactylon</i>	Common Bermuda Grass	Use only hybrids with sterile seeds
<i>Cyrtomium falcatum</i>	Holly Fern	
<i>Eleagnus angustifolia</i>	Russian Olive	
<i>Firmiana simplex</i>	Chinese Parasol Tree	
<i>Hedera helix</i>	English Ivy	
<i>Ligustrum</i>	Wax-Leaf Ligustrum, Privet	All varieties
<i>Lonicera japonica</i>	Japanese Honeysuckle	All varieties
<i>Macfadyena unguis-cati</i>	Catclaw Vine	
<i>Melia azedarach</i>	Chinaberry	
<i>Morus alba</i>	Russian Mulberry	
<i>Nandina domestica</i>	Heavenly Bamboo	Use only non-berrying hybrids
<i>Photinia x fraseri</i>	Red-Tip Photinia	
<i>Photinia serratifolia</i>	Taiwanese Photinia	
<i>Phyllostachys aurea</i>	Golden Bamboo	
<i>Pistacia chinensis</i>	Chinese Pistache	
<i>Pueraria lobata</i>	Kudzu	
<i>Pyracantha coccinea</i>	Firethorn	
<i>Sorghum halepense</i>	Johnson Grass	
<i>Tamarisk</i> species	Salt Cedar	
<i>Triadica sebifera</i>	Chinese Tallow Tree	

Commented [PA41]: Move this list to Appendix C and add to undesirable list below

Ulmus parvifolia	Chinese Elm	
Vinca major and Vinca minor	Periwinkle	
Vitex agnus-castus	Chaste Tree	
Wisteria sinensis	Chinese Wisteria	
Turf Grass		
Buchloe dactyloides	Buffalograss (sod)	609, Prairie, Density, Prestige
Buchloe dactyloides	Shortgrass mixes – buffalo, curly mesquite and blue grama (seed)	May be mixed with short wildflowers
Hilaria berlandieri		
Bouteloua gracilis		
Cynodon dactylon hybrids	Bermuda grass hybrids only - Sterile seed heads but runners still invasive to nearby plant beds (sod)	Celebration, GN1, Grimes EXP, Tex Turf, TifSport, Tifway 419
Zoysia japonica hybrids	Zoysia (sod)	Palisades, Jamur, El Toro, Crowne

Commented [PA42]: Keep this part of list in Appendix A

Hackberry, except as referenced in App A
Cottonwood, except as referenced in App A
Palm trees
Pine trees
Banana Trees
Palmetto Trees
Red Oaks, except as listed in App A
Spanish Oaks, except as listed in App A

Commented [PA44R43]: Cynthia- Don't forget to include attachment B Non Native Adaptive Trees.

Commented [PA43]: Add these species to Appendix C

APPENDIX B- ADAPTIVE AND ACCEPTABLE NON-NATIVE TREES AND SHRUBS

Trees

Shrubs

<u>Sycamore, Mexican Platanus mexicana</u>	<u>Abelia, Glossy Abelia x grandiflora</u>
<u>Arroyo Sweetwood Myrosporum sousanum</u>	<u>Aralia, Japanese Fatsia japonica</u>
<u>Crape Myrtle Lagerstroemia indica</u>	<u>Bottlebrush Callistemon citrinus</u>
<u>Palm, Windmill Trachycarpus fortunei</u>	<u>Cotoneaster Cotoneaster spp.</u>
<u>Pomegranate Punica granatum</u>	<u>Desert Broom Baccharis sarothroides</u>
<u>Viburnum, Sandankwa Viburnum suspensum</u>	<u>Germander, Bush Teucrium fruticans</u>
<u>Xylosma Xylosma congestum</u>	<u>Greek Myrtle Myrtus communis</u>

Commented [PA45]: May want move shrubs below and separate names by common and scientific

	Hawthorn, Indian <i>Raphiolepis indica</i>
	Holly, Dwarf Burford <i>Ilex cornuta</i> 'Burfordii'
	Holly, Nellie R. Stevens <i>Ilex cornuta</i> 'Nellie R. Stevens'
	Japanese Yew <i>Podocarpus macrophyllus</i>
	Mock Orange <i>Philadelphus coronarius</i>
	Pineapple Guava <i>Feijoa sellowiana</i>
	Pittosporum <i>Pittosporum tobira</i>
	Rosemary, Upright <i>Rosmarinus officinalis</i>
	Senna, Flowering <i>Senna corymbosa</i>
	Skyflower, <i>Duranta Duranta erecta</i>
	Sweet Almond Verbena <i>Aloysia virgata</i>
	Thyrallis, (Golden Showers) <i>Galphimia glauca</i>

APPENDIX C

<u>Invasive Plants – DO NOT USE</u>		
Ailanthus altissima	Tree of Heaven	
Albizia julibrissin	Mimosa Tree	
Arundo donax	Giant Cane	
Broussonetia papyrifera	Paper Mulberry	
Colocasis esculenta	Elephant Ear	
Cynodon dactylon	Common Bermuda Grass	Use only hybrids with sterile seeds
Cyrtomium falcatum	Holly Fern	
Eleagnus angustifolia	Russian Olive	
Firmiana simplex	Chinese Parasol Tree	
Hedera helix	English Ivy	
Ligustrum	Wax-Leaf Ligustrum, Privet	All varieties
Lonicera japonica	Japanese Honeysuckle	All varieties
Macfadyena unguis-cati	Catclaw Vine	
Melia azedarach	Chinaberry	
Morus alba	Russian Mulberry	
Nandina domestica	Heavenly Bamboo	Use only non-berrying hybrids
Photinia x fraseri	Red-Tip Photinia	
Photinia serratifolia	Taiwanese Photinia	
Phyllostachys aurea	Golden Bamboo	

Commented [PA46]: Move this list to Appendix C and add to undesirable list below

Pistacia chinensis	Chinese Pistache	
Pueraria lobata	Kudzu	
Pyracantha coccinea	Firethorn	
Sorghum halepense	Johnson Grass	
Tamarisk species	Salt Cedar	
Triadica sebifera	Chinese Tallow Tree	

[Hackberry, except as referenced in App A](#)

[Cottonwood, except as referenced in App A](#)

[Palm trees](#)

[Pine trees](#)

[Banana Trees](#)

[Palmetto Trees](#)

ORDINANCE 2021-O-__

AN ORDINANCE OF THE CITY OF JONESTOWN, TEXAS, AMENDING CHAPTER 14, “ZONING”; CREATING A NEW ARTICLE 14.04, “SUPPLEMENTAL REGULATIONS”, DIVISION I, “LANDSCAPING AND TREE PRESERVATION”; CREATING NEW LANDSCAPING AND TREE PRESERVATION REQUIREMENTS; PROVIDING FOR A PURPOSE AND APPLICABILITY, REQUIRED SUBMITTALS, INSPECTIONS AND REQUIRED PERMITS; TREE MITIGATION FEES; LANDSCAPING INCENTIVES; PROPERTY OWNERS’ ASSOCIATION LIMITATIONS; EDUCATION; LANDSCAPING STANDARDS; LANDSCAPING REQUIREMENTS AND MINIMUMS; BUFFERS; IRRIGATION REQUIREMENTS; ADMINISTRATION; CONFLICTING PROVISIONS; SEVERABILITY; EFFECTIVE DATE; CONFIRMATION OF PROPER NOTICE AND MEETING; AND PROVIDING FOR PENALTIES .

WHEREAS, the City Council of the City of Jonestown has heretofore, in 1995, adopted regulations for landscaping intended to provide for the orderly, safe, attractive and healthful development of land located within the City by implementing requirements for installation and maintenance of landscaping elements in developed properties;

WHEREAS, the City Council desires to promote the preservation of trees and planting of landscaping in the City while balancing the rights of property owners with the interests of the community; and

WHEREAS, the City Council finds that trees and landscaping add value and enhance the community’s ecological, environmental, and aesthetic quality; and

WHEREAS, the City Council has determined that establishing minimum standards relating to trees and landscaping provides orderly, safe, attractive, and healthy development of land in the community; and

WHEREAS, the City Council has determined that such regulations should be updated, improved, and clarified in order to address changes in the City and in landscaping practices;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESTOWN, TEXAS, that:

SECTION 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. Chapter 14, “Zoning” is hereby amended to add new Article 14.04, “Supplemental Regulations”, Division 1. “Landscaping and Tree Preservation”, of the Jonestown Code of Ordinances, which Article 14.04 shall hereafter read as follows:

Article 14.04 Supplemental Regulations

Division 1. Landscaping and Tree Preservation

Sec. 14.04.01 Purpose

To establish requirements for landscaping, buffering, and screening to provide for the orderly, safe, attractive and healthful development of land and promoting the health, safety and general welfare of the City, it is deemed necessary to establish requirements for the installation and maintenance of landscaping elements and other means of site improvements on properties to be developed or redeveloped. It is the intent of this Article that these minimum landscape requirements be incorporated to promote the public health, safety and welfare through:

1. Requiring appropriate vegetation
2. Maintaining, creating and restoring unique City identities
3. Maintaining microhabitats in urban areas for the conservation of wildlife by supporting existing wildlife habitat
4. Creating larger, more connected plant populations, helping ensure the future of native plant species by increasing their ability to migrate in response to changes in climate
5. Promoting ecotourism
6. Conserving precious water resources by promoting water-efficient landscaping through the use of appropriate native plants, which, once established, typically require much less water than other species
7. Reducing the need for use of chemical fertilizers and pesticides to maintain landscaping
8. Reducing the negative impacts on the land, such as erosion, soil depletion, and damage by invasive plants as examples, from the use of inappropriate vegetation and poorly planned landscaping
9. Reducing the long term negative impacts of storm water runoff and enhance water quality through reduction of nutrient loading and improved adsorption of contaminants
10. Improving flood control
11. Increasing understanding and appreciation of our local natural eco systems and species through education and training

Sec. 14.04.02 Applicability

This Article shall be applicable to new development or redevelopment within the corporate limits of the city commencing on or after [REDACTED], 2021. Property that has not been platted or otherwise approved or vested for development prior to [REDACTED] shall be considered new development. Redevelopment shall mean development of property that is replatted, or that is being repurposed, or that is considered a legal non-conforming use and is being repurposed with a conforming use, or any rebuilding, renovation, remodeling, or reconstruction of any existing development when the total square footage of a structure is replaced or expanded by fifty percent (50%) or greater. Provided however, that Invasive or Undesirable Trees or plants from Appendix C are not subject to protection and do not require a removal permit or mitigation pursuant to this Article.

Sec. 14.04.03 Definitions

For the purposes of this Division, the following terms shall have the meanings below;

Agriculture: Land which is zoned as agriculture.

Arborist: Means an International Society of Arboriculture (ISA) certified arborist.

Buffer (see also riparian buffer):

1. An area along some natural feature designated to protect and/or preserve the essential character of such feature and allow it to be maintained in an undisturbed and natural condition;
2. A natural undisturbed portion of a lot, except for approved access which is set aside to achieve a visual barrier between the use on the lot and adjacent lots and/or uses. A buffer is achieved with preserving or planting appropriate vegetation, land area used to visibly separate one use from another through screening and distance, to shield or block noise, light, glare, visual, or other conditions, to block physical passage to non-similar areas, or to reduce air pollution, stormwater runoff, dust, dirt, and litter.

Caliper: The diameter of a tree trunk (indicated in inches) measured at breast height, which is four feet six inches (4'6") above the ground.

For multi-trunked trees, the caliper of each trunk shall be measured one of the following ways:

1. If the tree trunks fork at or below four feet six inches (4'6") above the ground, the caliper is measured at the narrowest part of the main trunk below the fork. The height of the measurement and the forks should be noted (e.g. "three foot diameter at two feet above the ground [narrowest part], with forks starting at four feet above the ground").
2. If the tree splits into several trunks close to ground level, measure the caliper of each trunk separately at four feet six inches (4'6") above the ground. The caliper for the whole tree is then found by adding the caliper of the largest trunk plus one-half (1/2) the caliper of each additional trunk. (e.g., four trunks measuring ten inches, nine inches, eight inches and seven inches would be calculated as $10 + 4 \frac{1}{2} + 4 + 3 \frac{1}{2}$ for a total caliper of 22 inches)

Canopy Tree: Tall tree having thick foliage providing shade for smaller trees and plants below.

Clearing: The selective removal of vegetation from a property, whether by cutting or other means.

Clear-cutting: The broad removal of trees, shrubs, or undergrowth with the intention of preparing real property for non-agricultural development purposes.

City Garden: A public or City use area intended for the purposes of gardening.

City Play Area: Public use areas, including school and athletic fields, composed of predominantly turf grass intended for recreational purposes.

Cultivar: A variation of a species, one that has been produced through breeding or deliberate selection.

Endangered Plant: Any plant species which is in danger of extinction throughout all or a significant part of its range.

Firewise: A cooperative effort among local, state, federal and private agencies and organizations to promote fire safety in the wildland/urban interface.

Habitat: An area that meets all of the environmental conditions necessary for an animal, tree or plant to survive, including the right combination of light, air, water and soil.

Healthy Soils: Soils with a continued capacity to maintain a diverse community of soil organisms that help to control plant disease, insect and weed pests, that form beneficial symbiotic associations with plant roots; that recycle essential plant nutrients; that improve soil structure with positive repercussions for soil water and nutrient holding capacity, and that function as vital living ecosystems that sustain animals, plants and humans.

Heritage Tree: A native tree twenty-four (24) inches or greater in diameter when measured at breast height, which is four (4) feet six (6) inches above the ground.

Hydrozone: The practice of grouping together plants with similar water needs in order to better manage water usage.

Improvement Area: Area on a property to be developed, including structures, driveways, parking areas, and utilities (e.g., septic fields).

Indigenous Plants: Those species of plants naturally occurring within a specific habitat or biogeographical region prior to significant human impacts.

Invasive or Undesirable Plant or Tree: A plant or tree reproducing outside its native range and outside cultivation that disrupts naturally-occurring native plant or tree communities by altering structure, composition, natural processes or quality of habitat, or a species of tree or plant which does not normally survive in the local habitat, climate, ecological or geological conditions and which are listed in Appendix C, attached to this ordinance.

Land Clearance: Total or partial removal of trees and/or vegetation from the land surface.

Land Disturbance Activity: Any activity which may result in soil erosion from water or wind and the movement of sediments into state and local waters, or onto lands within the state, including, but not limited to, clearing, dredging, grading, excavating, transporting, or filling of land, but not including agricultural practices such as a family vegetable plot.

Landscaped Area: The entire parcel less the building footprint, driveway, non-irrigated portions of parking lots, hardscapes such as decks and patios, and other non-porous areas. Water features are included in the calculation of landscaped areas.

Landscaping: Any combination of living plants and non-living landscape material (such as rocks, pebbles, sand, mulch, walls, fences, or decorative paving materials).

Landscape Category: Areas of the City may be divided into landscape categories based upon their similar soil, topography and hydrology. Since lands within one category will have similar soil, topography, and hydrology features, the same species of native plants that are appropriate at one site are likely to be appropriate native plants to all lands within the same landscape category.

Native Plant: A plant that lives or grows naturally in a particular region without direct or indirect human intervention and as listed in Appendix A, attached to this ordinance.

Native Tree: A tree that lives or grows naturally in a particular region without direct or indirect human intervention and as listed on Appendix A, attached to this ordinance.

Native Vegetation: Vegetation found in the natural community that is suited to the soil, topography, hydrology, and wildfire risk of a particular site.

Natural Area: An area on a site that contains substantial populations or clusters of protected trees or plants and that shall be left to the extent feasible undisturbed during development and will remain undisturbed when the property is fully developed. Activities are restricted in perpetuity.

Non Disturbance or Not Cut Zone: Means an area that is intended to remain undeveloped and preserved in perpetuity and may be created to preserve natural areas or to act as buffer or screening mitigation between differing or denser land uses.

Non Native Adaptive Tree: are non-invasive, non-native trees that are able to thrive in the local climate and soil conditions and as listed on Appendix B, attached to this Ordinance.

Non Native Adaptive Shrub or Vegetation: are non-invasive, non-native shrubs or other vegetation that are able to thrive in the local climate and soil conditions and as listed on Appendix B, attached to this Ordinance.

Open Space: Any open piece of land that is undeveloped (has no buildings or other built structures) and is accessible to the public.

Priority Natural Area: Means sensitive environmental areas as described in Section 14.04.09.

Protected Tree: Any Heritage Tree, or any tree of 10 caliper inches or greater (but not including Ashe Juniper trees unless the tree is 18 inches or greater) as described in Appendix A or Appendix B, to this Article, when measured at breast height, which is four feet six inches (4'6") above the ground; but not including Invasive or Undesirable Trees or Plants.

Rare Plant: A scarce plant species that may or may not have been designated with a legally protected status such as "threatened" or "endangered." Some rare plants naturally occur less frequently than other plants, which make the rare plants more susceptible to decline or extinction.

Remove: To transport a protected plant or tree from the premises on which it has been growing.

Riparian Buffer: Thirty-five (35) foot buffer from the water's edge at normal high-water mark or landward side of floodplain boundary maintained in native woody vegetation for water quality including control of sediment and for wildlife habitat.

Removal of Trees: Any act which removes a tree or causes a tree to die within two years after commission of the act, including, but not limited to, damage inflicted upon the root system or trunk as a result of:

1. The storage of materials in or around the trees;
2. Soil compaction;
3. Altering the natural grade to expose the roots or to cover the tree's root system with more than four (4) inches of soil;
4. Excessive pruning;
5. Paving with concrete, asphalt, or other impervious surface within such proximity as to be harmful to the tree or its root system; and
6. Application of herbicides or defoliates to any trees without first obtaining a City landscape permit.

Residential Structure For purposes of tree mitigation shall mean a manufactured home, a detached one-family or two-family dwelling, the including the accessory structures of the dwelling, a multiple single-

family dwelling that is not more than three stories in height with a separate means of entry of each dwelling, and including accessory structures, or any other multifamily structure.

Selective Clearing: the removal of tree and shrub species or removal of dead trees when the soil is left relatively undisturbed;

Soil and Water Conservation District: A district organized within county boundaries by landowner petition based on a need for soil and water conservation and in the interest of public health, safety, and welfare. A soil and water conservation district so organized constitutes a governmental subdivision of the State of Texas.

Threatened Plant: Any plant species that is likely to become an endangered plant within the foreseeable future throughout all or a significant portion of its range; see also Rare Plant.

Tree: A self-supporting woody plant having a single trunk or a multi-trunk of lower branches, growing to a mature height of at least twelve (12) feet.

Tree Thinning: Selective cutting or thinning of trees for the purpose of good forestry management to protect said forest from disease or infestation.

Turf Grass: Continuous plant coverage consisting of a grass species that is mowed to maintain an established height.

Understory Tree: Shorter-growing tree, often found beneath the foliage cover provided by canopy trees, more shade-tolerant than canopy trees.

Vegetated Upland: Undeveloped land not directly associated with wetlands or streams

Waterwise Plants: Plants that can survive on normal rainfall or that require minimal irrigation

Sec. 14.04.04 Exemptions

- (a) Except for the requirements of this Article applicable to protection of Heritage Trees, the following entities and activities are exempt from this Article;
1. City, County, State or School District gardens, parks and play areas and public right of way;
 2. Non-invasive fruits and vegetable plants on residential or agricultural properties;
 3. Golf course play areas and game fields used for organized sports or recreational activities;
 4. Turf grass and/or designed non-invasive plantings in stormwater management areas and rain gardens;
 5. Turf grass and/or designed non-invasive plantings in public rights-of-way;
 6. Bona fide agricultural lands;
 7. Commercial and public botanical gardens;
 8. Emergency maintenance work such as fire breaks and areas cleared for protection of public health and safety.
 9. Utility easements.

Sec. 14.04.05 Landscape Permit Requirements for One New Single Family Residence

- (a) A Landscape Plan meeting the requirements of this Chapter and meeting the requirements of any previously approved Landscape Plan for the development, or subdivision as a whole, shall be submitted and approved by the City as a condition of approval of a building permit associated with new home construction. All trees, shrubs, vegetative cover or turf grasses shall be selected from Appendix A or Appendix B in order to receive landscaping credit under the requirements of this Chapter. No credit shall be given for trees or shrubs listed on Appendix C. Subject to the exception described below, the Landscape Plan shall include a tree survey of all areas within the lot or property where land clearing or land disturbance activities will occur and be submitted on paper at least 8 ½ by 11 in size. The tree survey should include Protected and Heritage Trees noting the location, size and type and noting if the tree is to be saved or removed. Any Protected or Heritage tree in the undisturbed area of the property that the builder or homeowner wishes to use as a credit towards removal of a Protected or Heritage tree, or for credit against the planting requirements, shall be identified in the tree survey. No Protected Trees located on the property shall be removed without a tree removal permit and no Heritage Trees may be removed, except upon issuance of a variance in accordance with Sections 14.04.24 and 14.04.25. . This Landscape Plan shall include property boundaries, location of the planned structure(s) and improvements, any non-disturbance, preservation or management zone(s), or no cut zones(s), the approximate location of existing protected trees, and whether such trees are native trees or not and showing proposed locations for additional trees as follows:
1. A minimum of two (2) trees for lots six thousand (6,000) square feet or less;
 2. A minimum of three (3) trees for lots between six thousand one (6,001) and ten thousand (10,000) square feet;
 3. A minimum of five (5) trees for lots greater than ten thousand one (10,001) square feet,
 4. A minimum of three (3) trees for each additional acre in excess of one (1) acre.
- (b) All new trees shall be chosen from Appendix A or B and shall be a minimum of six (6) feet high and be a minimum of two caliper inches (2”) in trunk diameter measured four feet, six inches (4’6”) above the ground.
- (c) One (1) of the required trees shall be planted within ten (10) feet landward of the right-of-way for lots less than or equal to one-half acre.
- (d) Landowner shall be entitled to credit existing trees against the new tree planting requirement if the trees are not removed and are Native, Heritage Trees or Protected Trees. Landowners are encouraged to plant and maintain Native Trees listed in Appendix A. Preservation and planting of Native trees and vegetation increases the likelihood that a variance will be granted under this section.
- (e) City staff may waive all or portions of the tree survey requirements of this section if a Landscape Plan was approved by the City for the development of the subdivision as a whole and the landscape and tree removal proposed for the lot or property meets or exceeds the landscaping or tree removal requirements approved for the subdivision or development as a whole.
- (f) Approval of the Landscape Plan shall include requirements for tree removal, new planting requirements, protection for any non-disturbance zones, protected or no cut zones, if applicable, and in particular, requirements associated with protection or removal of Protected Trees.
- (g) In no event shall a Heritage Trees be removed without receiving a variance in accordance with section 14.04.46 and section 14.04.25.
- (h) The City will conduct an on-site inspection to review the sketch and existing and proposed tree locations prior to issuing a Building Permit.
- (i) At least one required tree shall be a Canopy tree from Appendix A. Depending on lot size and requirements for utility line clearance, additional required trees may be Understory trees from the Appendix A or Appendix B.
- (j) A separate Irrigation Permit may be required if irrigation is installed on the property.

Sec. 14.04.06 Approved Landscape Plan Required for All Development that is not One SF Residence

- (a) All applicable development, but not including development subject to Section 14.04.05, shall receive approval of a Landscape Plan or Tree Removal Permit from the City prior to commencement of any land clearing, land disturbance activity, clearing, modification or construction work of any kind, such as adding or removing fill or tree or vegetative cover removal. The Landscape Plan must meet the applicable requirements set out in this Article.
- (b) A Landscape Plan or Tree Removal Permit may be applied for separately, or considered in conjunction with an application for site plan or development permit approval. If the proposed development is associated with a new subdivision, the Landscape Plan or Tree Removal Permit shall be considered in conjunction with the preliminary and final plat, or development plat, as applicable. In such case, approval of the Landscape Plan or Tree Removal Permit is a condition of Plat approval.

Sec. 14.04.07 Landscape Plan Requirements

- (a) The following information and submittals are required in conjunction with review and approval of a Landscape Plan. Approval of the Landscape Plan shall be a condition of approval for a Site Plan, Development Permit, or plat approval, as applicable. Landscape Plans shall include plans for planting new trees and vegetation and preservation of existing trees and vegetation. Protected Trees and vegetation shall be subject to payment of a tree mitigation fee or tree replacement, if not retained and protected in the Landscape Plan. Heritage Trees shall be protected in the Landscape Plan and shall not be removed, unless the landowner receives a variance to the requirements of this Article and removal of the Heritage Tree is approved by the City. The Landscape Plan shall be prepared and sealed by a Texas registered landscape architect, with an irrigation plan prepared by a Texas licensed irrigator if irrigation is used. All commercial, industrial, multi-use or multifamily property shall provide for an irrigation system.

Landscape Plans shall be drawn to scale and shall include and indicate the following:

1. Landscape architect's seal, signature and date of signing;
2. Dimensions of the property;
3. Location, species, and size of all existing trees greater than 10" caliper from an on-the-ground survey;
;
4. Location and species of all invasive or undesirable trees;
5. Description of existing soil types as defined by the Natural Resource Conservation Service (NRCS);
6. 100-year floodplain boundaries as defined by the Federal Emergency Management Agency (FEMA);
7. Location of all existing or proposed structures, freestanding signs, parking areas, drives, vehicular use areas and other improvements to the property;
8. Location of existing water bodies and proposed water bodies location;
9. Location of overhead powerlines and adjacent rights-of-way and any other easements;
10. Proposed location of species (with identification if native or nonnative), size and quantity of all proposed landscape materials trees and plants from Appendix A or Appendix B;;
11. Hydro zones for reference use by the Irrigator;
12. Proposed location of required buffers or not cut zones;
13. Proposed alterations to existing soils including locations of planned cut, fill and topsoil removal;
14. Proposed removal of any existing vegetation;
15. Proposed types of construction devices and procedures used to protect soils and trees and vegetation planned for preservation and conservation (e.g., tunneling, boring, erosion control, root barriers);
16. Location and type of irrigation system, if used, in a separate Irrigation Plan;

17. Proposed soil additions, mulching materials, and initial fertilization notes and details;
18. Proposed planting and root pruning details for trees, shrubs, vines, and ground covers installed on level ground and on slopes;
19. Existing trees 10 inches or greater proposed for removal, including location, species and reason for removal and mitigation proposed;
20. Existing trees to be preserved, including Heritage and Protected Trees;
21. Point of irrigation connection and water meter for the irrigation system, if an irrigation system is to be installed onsite;
22. Water harvesting areas used to contribute to meeting landscaping water needs.
23. Location of any portions of the property that are considered as Priority Natural Areas as described in Section 14.04.09.

- (b) No land clearing, modification or construction work of any kind, such as adding or removing fill, can be performed until a Landscape Plan has been submitted and approved by the City.

Sec.14.04.08 Protection of Rare, Threatened and Endangered Flora and Fauna Required for New Subdivisions and Commercial Developments

Landowner shall be responsible for obtaining any necessary permits for protection for the work from state or federal agencies and shall submit permits and reports to the City.

Sec.14.04.09 Natural Area(s) and Preservation Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial and Multifamily Developments

- (a) Preservation Areas consist of (i) Priority Natural Areas, (ii) Natural Areas with substantial populations or clusters of protected trees or plants, and (iii) newly planted areas or a combination of natural areas and newly planted areas, intended to serve as impact buffers, screening, or mitigation between land uses, all of which shall be protected through designation of such areas as “No Disturbance Zones” or “No Cut Zones”. In some cases, such areas may be protected through a conservation easement or through restrictive covenants. Priority Natural Areas shall be protected in accordance with subsection (b) and (c). Natural undisturbed areas with populations or clusters of protected trees or plants shall be preserved to the extent feasible in accordance with section 14.04.11. Impact and screening buffers shall be protected in accordance with section 14.04.10. Such Preservation Areas shall be identified in the Landscape Plan.
- (b) Priority Natural Area(s). The following vegetation and specific areas are considered a priority for on-site retention and shall be protected and maintained throughout development and upon completion of construction within the property. Grading shall leave this vegetation and these specific areas undisturbed unless the City determines that disturbance is unavoidable in the interests of the public health, safety and welfare.
1. 100-year floodplain;
 2. Riparian buffers;
 3. Wetlands;
 4. Trees and other native vegetation defined on state, federal and City lists as rare, threatened or endangered;
 5. Corridors for wildlife movement;
 6. Low impact stormwater management;
 7. Other habitat for threatened, endangered, and species of special concern or wildlife habitat the City considers a locally unique ecosystem.

8. Steep slopes of 25% or above.

- (c) Within a Priority Natural Area, no native trees over six (6) feet in height, or more than three (3) inches in trunk diameter, or any wetland trees or wetland vegetation of any size, shall be removed from any Natural Priority Area unless specifically approved as part of the Landscape Plan and as set out in the Site Plan, Plat, or Development Permit, as applicable.

Sec.14.04.10 Impact and Screening Buffers Required as Part of Landscape Plan for New Subdivisions and Commercial Developments

Buffers are required to protect natural areas and to reduce the visual or other impacts between one type of land use and another. Impact buffers shall consist of undisturbed vegetation or planted vegetation including native and adapted plants from Appendix A or Appendix B; but not including turf grass, unless expressly allowed by the City.

Sec. 14.04.11 Natural Area Vegetation Buffers Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial or Multifamily or Multi-Use Developments

- (a) Any location consisting of a Natural Area and consisting of five (5) acres or larger shall be bounded by a natural area vegetation buffer. An appropriate buffer zone of native or native-and-adapted plants shall be maintained along the perimeter of the natural area preservation areas and shall be included in the Landscape Plan. In cases where the buffer area is contiguous with an existing conservation area, the dimensions of the conservation area may be credited towards the minimum buffer required. The minimum buffer width for natural areas preservation areas shall be twenty (20) feet. The minimum buffer width for natural priority areas shall be twenty-five (25) feet.
- (b) No turf grass is allowed within a natural area vegetation buffer. New vegetation allowed in the buffer shall be based on the native, predevelopment plant community.
- (c) A non-elevated buffer of undisturbed Texas native vegetation preserved on site, or a buffer planted to re-create native uplands is preferable over berms.
- (d) Permissible uses within the Preservation Area are footpaths for walking or jogging. Footpaths must be natural or made from another pervious material. No horses, bicycles or motorized vehicle usage is allowed within the Preservation Area.
- (e) Buffers may be used as greenbelts and shall be conserved as common areas of open space.
- (f) All buffers will be included within the Preservation Management Plan requirement outlined in Sec. 14.04.17 of this Article.

Sec. 14.04.12 Diversity of Appropriate Native Plants Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial, or Multifamily Developments

It is the purpose and intent of this section to promote the preservation and restoration of diverse ecological communities to maintain viable populations of all native plant and animal species dependent on those native plants and representative stands of each habitat type in the City.

Sec.14.04.13 Minimum Landscape Requirements Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial, or Multifamily Developments

All Landscape Plan applicants are encouraged to utilize native plants and trees from Appendix A in determining appropriate plant communities for the design, complete installation and restoration of all elements of the Landscape Plan. The source of all plant material, other than existing native vegetation at the site, shall be from plant nurseries. Invasive species of plants and trees and those trees and vegetation that are prohibited by this Article, or listed in Appendix C, shall not be included in the Landscape Plan.

Sec. 14.04.14 Percentage and Size Requirements for Newly Planted Plants for New Subdivisions and Commercial, Industrial, or Multifamily Developments

The plants used in the Landscape Plan shall consist of the following:

1. One hundred percent (100%) canopy trees and seventy-five percent (75%) understory trees from Appendix A;
2. At least seventy-five percent (75%) of all shrubs shall be from Appendix A.;
3. At least seventy-five percent (75%) of all groundcover, including grasses, shall be from Appendix A;
4. At least seventy-five percent (75%) of all vines shall be from Appendix A ;
5. All trees from Appendix A shall be a minimum of six (6) feet in height when measured immediately after planting;
6. All shrubs from Appendix A shall be a minimum of two (2) feet in height when measured immediately after planting;
7. Ten (10) saplings from Appendix A will equal one (1) six (6) foot tree;
8. Saplings shall only be used in required buffer areas and shall be protected as set out in the Site Plan, Development Permit or plat , as applicable.

Sec. 14.04.15 Maintenance Plan Required as Part of Landscape Plan

A Maintenance Plan for short-term (two-year establishment) and long-term (lifetime) management of new landscaping to be installed shall be submitted as part of the Landscape Plan, detailing tasks such as pruning, mulching, fertilizing, and replacement of annuals and short-lived perennials and shrubs to be performed throughout each twelve (12) month period. A Maintenance Plan is not required for Landscape Plans required in section 14.04.05.

Sec. 14.04.16 Management Plan Required as Part of Landscape Plan for New Subdivisions and Commercial, Industrial, or Multifamily Developments

A Management Plan shall be required for any restored habitat, greenbelts, Priority Areas, and buffers and screening areas required for the development. The Management Plan shall be prepared by the Landowner as part of the Landscape Plan and submitted to the City for approval in conjunction with the Site Plan or Development Permit. The Preservation Management Plan shall include methods of preserving the Priority Area, buffer zone or screening requirements, as applicable, and shall include FireWise principles especially in high risk areas such as steep slopes and shall include methods for conserving biological diversity and management of invasive plants and trees, disease, or insect infestation.

Sec. 14.04.17 Ownership and Management of Preservation Management Area(s)

- (a) The Landowner of the property shall be responsible for compliance with the Management Plan, unless an HOA or POA is established for the property, in which case the HOA or POA, shall be responsible for the portions of the property owned or controlled by the HOA or POA.
- (b) Landowner shall submit a Management Plan that:
 - 1. Allocates responsibility and guidelines for the maintenance and operation of the management area(s);
 - 2. Provides that any changes to the Management Plan be approved by the City.

Sec. 14.04.18 Legal Instrument for Permanent Protection of Management Areas

- (a) The Management Area shall be protected in perpetuity by a binding legal instrument that is recorded in the deed records.

Sec. 14.04.19 Alternative Landscape Plan

- (a) An application for an alternative landscape plan sealed by a Texas licensed landscape architect may be submitted for consideration by the City when site conditions make strict compliance with the landscape requirements of this Article undesirable or impractical.
- (b) Examples of such site conditions include, but are not limited to, the following:
 - 1. Existing buildings, utilities or other improvements;
 - 2. Unusual shape of lot, tract or building site;
 - 3. Topography, soil, geologic, vegetation or other natural feature;
 - 4. Safety (e.g., vehicle safety distance, impediments to vehicle maneuvering, visibility of traffic or safety related signage, etc.);
 - 5. Use of the landscape for stormwater management in compliance with low-impact design requirements of the Lower Colorado River Authority's Highland Lakes Design Manual.
- (c) The alternative landscape plan shall, as a whole, meet or exceed the standards of this Article. When a provision is reduced, the plan shall increase other provisions to off-set any non-compliance. For instance, if landscape plantings are reduced in one area, plantings in other areas that will have a similar beneficial impact shall be increased by an equal or greater amount. If the area of landscaping is decreased, the number of plantings shall be increased.
- (d) The City shall approve or disapprove the alternative landscape plan. If disapproved, the development shall be subject to the landscape plan requirements set out in this Article.

Sec. 14.04.20 Irrigation Plan Required for Proposed Irrigation Systems

- (a) If irrigation is proposed, a TCEQ Licensed Irrigator shall prepare an Irrigation Plan for each site prior to installation or alteration of an irrigation system. An easily available paper or electronic copy of the Irrigation Plan must be on site at all times during such installation of the irrigation system. During the installation or alteration of the irrigation system, variances from the original plan are allowable if noted in red on the Irrigation Plan, and provided that the change(s) does not diminish the operational integrity of the irrigation system nor violate any requirement of this section. The Irrigation Plan must include complete coverage of the area to be irrigated. If a system does not provide complete coverage of the area to be irrigated, it must be noted on the Irrigation Plan.
- (b) All Irrigation Plans must be drawn to scale. The plan shall include the following information:

1. The Irrigator's seal, signature, and date of signing;
2. All major physical features and the boundaries of the areas to be watered;
3. A North arrow;
4. A legend;
5. Illustration of water usage zones;
6. The zone flow measurement for each zone;
7. Design pressure;
8. Location and type of each automatic controller and sensor (such as rain, moisture, wind, flow, or freeze sensors);
9. Location, type, and size of each;
10. Water source, such as, but not limited to a water meter and point(s) of connection;
11. Backflow Prevention Assembly;
12. Water emission device, including, but not limited to, spray heads, rotary sprinkler heads, quick-couplers, bubblers, drip, or micro-sprays;
13. Valve, including but not limited to, zone valves, master valves, and isolation valves;
14. Pressure regulation component;
15. Main line and lateral piping;
16. Areas where hand watering will be sufficient to establish and maintain plantings.

Sec. 14.04.21 Irrigation Permit and Requirements

- (a) All irrigation systems, both residential and non-residential, shall be installed in accordance with state law, Title 2 Texas Water Code, Chapter 34 and Title 30 Texas Administrative Code, Chapter 344, as amended, as regulated and enforced by the Texas Commission on Environmental Quality (TCEQ).
- (b) A permit shall be required for the installation of all automatic irrigation systems.
- (c) All automatic irrigation systems are required to have a rain sensor connected to an irrigation controller in order to stop the irrigation cycle during and after a rainfall event. Rain sensors are to be installed in a location where rainfall is unobstructed, such as a rooftop or fence line. Rain sensors are to be adjusted at the one-fourth-inch (1/4") setting.
- (d) All new residential and non-residential irrigation systems are required to have pressure regulators if static pressure at the site exceeds the sprinkler manufacturer's recommended operating range.
- (e) Irrigation systems shall have a controller with multiple cycle, rain sensor capability and irrigation water budget feature.
- (f) Sprinkler systems shall be designed, inspected, adjusted and maintained to minimize overspray onto the hardscape throughout the life of the system.
- (g) Sprinkler heads shall be installed at least eight (8) inches from the curb or edge of pavement.
- (h) For strips of land less than six (6) feet in width, spray irrigation shall be prohibited and low-flow irrigation systems (such as drip, bubblers or micro-irrigation) are required.
- (i) For strips of land between six (6) feet and fifteen (15) feet in width, only low-flow irrigation (such as drip, bubblers or micro-irrigation), or spray irrigation using low-angle spray nozzles designed for the specific width to be irrigated shall be permitted.

- (j) For strips of land more than fifteen (15) feet in width, only low precipitation rotors with low angle nozzles may be used to irrigate turf areas. Planting beds may be irrigated with low-flow or spray irrigation. All spray heads must be designed to prevent low head drainage.
- (k) The incorporation of treated effluent, rainwater, or water from rain/storm water systems in an irrigation system is encouraged.

Sec 14.04.22 Exceptions to Tree Removal

Tree mitigation fees and tree removal permits are not required for removal of trees subject to the following:

- (a) Dead or Diseased Trees. Provided, that the City staff determines after a site inspection that a protected or Heritage Tree is dead, dying, or fatally diseased prior to commencement of development. A letter from an arborist may be required to confirm the condition of the tree if the condition is not obvious and City staff is unable to make a determination.
- (b) Dangerous Trees. If the City staff determines that a protected tree or Heritage Tree is causing a danger or is in a hazardous condition due to natural disaster, such as a tornado, fire, storm, flood, or other act of God that endangers public health, welfare, or safety.
- (c) Sight Triangles. If the City staff determines that a protected tree or Heritage Tree is interfering with the safe visibility at a sight triangle of an existing public street, the tree may be removed.
- (d) Trees on the Appendix C list.

Sec. 14.04.23 Heritage Tree Preservation Requirements

- (a) Heritage trees shall be preserved on site unless otherwise approved for removal as outlined in this Article. The location of Heritage trees shall be shown on the Landscape Plan. Documents to be recorded, such as subdivision plats, shall contain a note stating that Heritage trees cannot be removed without a Tree Removal Permit and a variance to this Article. Preserved Heritage trees shall be credited towards the Landscape requirements of this Article.
- (b) Trees must be protected during construction activities on the property in accordance with the approved Landscape Plan. No new development or other construction impacts shall occur within the dripline of a Heritage tree.
- (c) Pruning of Heritage trees shall be performed in accordance with Section 14.04.36, Landscape Standards.

Sec. 14.04.24 Protected and Heritage Tree Preservation Requirements

- (a) The location of Protected and Heritage Trees shall be shown on the Landscape Plans associated with plats and site development permit plans. Preserved Heritage and Protected Trees may be credited towards the Landscape requirements of this Article.
- (b) Protected and Heritage Trees shall be preserved to the greatest extent reasonably possible. Protected trees removed during construction shall be supplanted with replacement trees, or payment of mitigation fees, or both, as required by the tree preservation and mitigation requirements of this Article.
- (c) The City staff shall review all applications for Protected Tree removal permits and may issue the permit authorizing removal of such tree(s) upon applicant's compliance with the tree replacement requirements

or upon payment of the mitigation fees or both as set forth in this Article. Removal of a Heritage Tree requires approval of a variance by the Planning & Zoning Commission and the City Council.

- (d) Trees must be protected from and during construction on the property in accordance with the approved Landscape Plan and this Article. For single-family residential lots, this provision only applies prior to the issuance of the initial certificate of occupancy for each lot.
- (e) Pruning of Protected Trees shall be performed in accordance with Section 14.04.36, Landscape Standards.

Sec. 14.04.25 Heritage Tree Preservation Requirements

- (a) Heritage Trees may only be removed from a property if a variance to this Article and a Landscape Plan is recommended for approval by the Planning and Zoning Commission, approved by the City Council and compliance with required mitigation has been provided.
- (b) The City staff shall process and review all applications for Heritage Tree removal permits. However, removal of a Heritage Tree requires approval of a variance recommendation by the Planning and Zoning Commission and approval by the City Council.
- (c) The Planning & Zoning Commission shall consider all applications for Heritage Tree removal permits and make a recommendation for approval or denial of the variance to the City Council which shall have final authority to issue the permit. Approval of a variance to this Article for removal of a Heritage Tree shall be based on the procedure set out in section 14.04.46 and upon the following:
 - 1. Tree size/number of trunks;
 - 2. Tree health and viability;
 - 3. Tree location;
 - 4. Other Protected and Heritage Trees to be preserved on site; and
 - 5. Whether all reasonable efforts have been made to design the project in a way to preserve Protected and Heritage Trees on site.
 - 6. Whether protection of the Heritage Tree will reduce the buildable area within a platted lot to less than 50%;
 - 7. The age of the Heritage Tree or its historical or cultural significance;

Sec. 14.04.26 Mitigation for Removal of a Heritage or Protected Tree; Tree Planting Credits

- (a) The removal of Heritage or Protected Trees shall require mitigation using the calculations and procedures defined below. Mitigation may be achieved through credit of existing trees on site, replacement trees planted on-site, or payment-in-lieu of replacement trees or a combination of replacement and mitigation fees.

Protected Trees between ten (10) and eighteen (18) caliper-inches	*Replacement trees minimum 2 caliper inches	OR	Mitigation fee of three hundred dollars (\$300.00) per caliper inch removed
Protected Trees greater 18 caliper-inches and above and including Ashe Juniper trees	*Replacement trees minimum 2 inches	OR	Mitigation fee of four hundred dollars (\$400.00) per caliper inch removed
Heritage trees twenty-four (24) caliper-inches and above	*Replacement trees minimum 2 inches	OR	Mitigation fee of five hundred dollars (\$500.00) per caliper inch removed

* To qualify for Replacement mitigation credit all caliper inches removed must be replaced with an equal number of caliper inches. The percentage of replacement credit allowed is set out in subsection (c) below. Native trees removed require replacement from Appendix A. The amount of the replacement credit shall be processed and the percentage credited in accordance with subsection (b) and (c) below.

(b) Disposition of payments. All payments made pursuant to this section shall be deposited in the city's Tree and Plant Fund, with the monies in the fund being restricted to landscaping improvements in parks, conservation areas and other public areas of the city. Mitigation fees shall be paid prior to tree replacement mitigation. If actual mitigation is less than proposed, excess mitigation fees shall be refunded following final inspection.

(c) The Landowner may apply for a replacement tree mitigation credit by completing an application form prepared by the City. To qualify for a credit, each tree must be planted on the property for which the tree mitigation fee was assessed or mutually agreed upon by the City and the Landowner and be at least two (2) inches in diameter at the point on the trunk four feet six inches (4' 6") above ground.

1. The amount of credit provided to the Landowner must be applied in the same manner as the tree mitigation fee assessed; and
 - a. equal to the amount of the tree mitigation fee assessed against the Landowner if the property is an existing one-family or two-family dwelling that is the Landowner's residence;
 - b. at least fifty (50) percent of the amount of the tree mitigation fee assessed against the Landowner if:
 - (1) the property is a residential structure or pertains to the development, construction, renovation of a residential structure; and
 - (2) the Landowner is developing, constructing, or renovating the property not for uses as the Landowner's residence; or
 - c. at least forty (40) percent of the amount of the tree mitigation fee assessed against the Landowner if:
 - (1) the property is not a residential structure; or
 - (2) the Landowner is constructing or intends to construct a structure on the property that is not a residential structure.
2. Tree Mitigation fees must be paid in conjunction with the building permit application for tree mitigation occurring on an individual residential lot, and shall be paid prior to issuance of a site development permit, development plat or final plat, applicable.

Sec 14.04.27 Tree Replacement Requirements

- (a) Within new development, Protected or Heritage trees removed in the construction of roads or other infrastructure shall be replaced or relocated within divided medians, at the entrance of the development, along the right-of-way, and within park areas if parks are provided.
- (b) Prohibited planting locations. The placement of replacement trees shall not be allowed within any public utility or drainage easements or natural drainage ways or in any location which limits sight distances for vehicular traffic along roadways, rights-of-way, or driveway/roadway intersections.
- (c) Design standards. Every effort shall be made to allow for as many existing canopy native trees and understory native trees to remain on the lot as possible. During the building design phase, courtyards, alcoves, and ell shapes should be considered; winding sidewalks and driveways should also be designed around existing Protected and Heritage trees when possible.
- (d) Parking lots shall also be designed to incorporate as many existing Protected and Heritage trees as possible.
- (e) Patios and decks shall be designed around or incorporate existing Protected and Heritage trees.
- (f) Planted trees that fail to survive. If trees are planted, replacement shall be deemed to have occurred if the original replacement trees are still alive after two years. If the trees have not survived and are not replaced within 6 months, Tree Mitigation payment may be made by the current property owner to the City in lieu of replacement.
- (g) Replacement trees shall be a minimum of two (2) inches in caliper measured four feet six inches (4'6") feet above finished grade immediately after planting. Replacement trees shall be native if the tree being replaced is a Native tree. If the tree being replaced is non-native canopy trees from Appendix A or Appendix B should be used for replacement as appropriate for the ecosystem where planted.
- (h) A mulched area at least three (3) feet in radius, and not less than fifty percent (50%) of the drip line area is required around the trunks of all existing and proposed trees, with the mulch starting two (2) inches away from the trunk.
- (i) Once the minimum landscaping requirement is met, existing and retained native hardwood trees smaller than twelve (12) caliper inches and greater than or equal to two (2) caliper inches in healthy condition may be counted toward the replacement mitigation requirements in accordance with the percentage of mitigation credit set out in section 14.04.26 (c).

Sec. 14.04.28 Tree protection standards

The following shall be required as a part of all development plans for all existing trees which have not been approved for removal in order to ensure that contractors adequately protect trees during construction.

- (a) A graphics legend to be used throughout the plans for the purposes of showing the following: trees to be flagged, protective fencing, trees requiring bark protection, boring, and areas of cut and fill impacting Protected and Heritage trees, and the identification of all applicable trees as either Protected or Heritage trees.
- (b) Graphic exhibit showing the features of existing trees to be removed or preserved, including the critical root zone, trunk, canopy, drip line and caliper.

- (c) Graphic exhibits showing methods of protection, to include fences, boarded skirts, etc.
- (d) Graphic exhibits showing construction methods, to include grade changes, boring, trenching, etc.
- (e) All requirements of tree preservation shall be shown graphically on all applicable sheets within the development plat.
- (f) Reasonable efforts shall be made to provide primary tree protection. Secondary tree protection is allowable when authorized by the building official.
- (g) Tree Protection Fencing. All trees shown on plan to be preserved shall be protected with primary tree protection - temporary chain-link fencing. In areas where installation of chain-link fencing would be detrimental to a tree or a tree's root system, secondary tree protection may be acceptable. See details. Alternate fencing such as chain-link panels or plastic fencing may be approved by the building official for protection of natural areas.
- (h) Protective fencing shall be installed prior to the start of any site preparation work and shall be maintained throughout all phases of the construction project until the final walk-through is performed.
- (i) Tree protection fencing that is damaged or found to be non-compliant shall be repaired/replaced within 24 hours of notice or a stop work order shall be given.
- (j) Erosion and sedimentation control barriers shall be installed or maintained in a manner that does not result in damage to the tree or critical root zone and in a manner that does not result in soil buildup.
- (k) Protective fences shall surround each tree or group of trees and will remain at the location specified in the Landscape Plan and approved Site Development Plan. For natural areas, protective fencing shall follow the limit of construction line in order to prevent the following:
 - (i) Soil compaction in the root zone area as a result from vehicular traffic or storage of equipment and materials,
 - (ii) Root zone disturbances due to grade changes greater than 4 inches of cut or fill, or trenching not approved or authorized by the City,
 - (iii) Wounds to exposed roots, trunk or limbs by mechanical equipment,
 - (iv) Other activities detrimental to trees such as chemical storage, concrete clean-outs and other construction spoils.
- (l) No construction or disturbance shall occur within an area that constitutes more than fifty percent (50%) of the total critical root zone and one half the radial distance of the critical root zone for each tree being preserved including Protected Trees, Heritage Trees, and any other trees for which preservation is to be credited. The remaining critical root zone shall consist of at least one hundred (100) square feet.

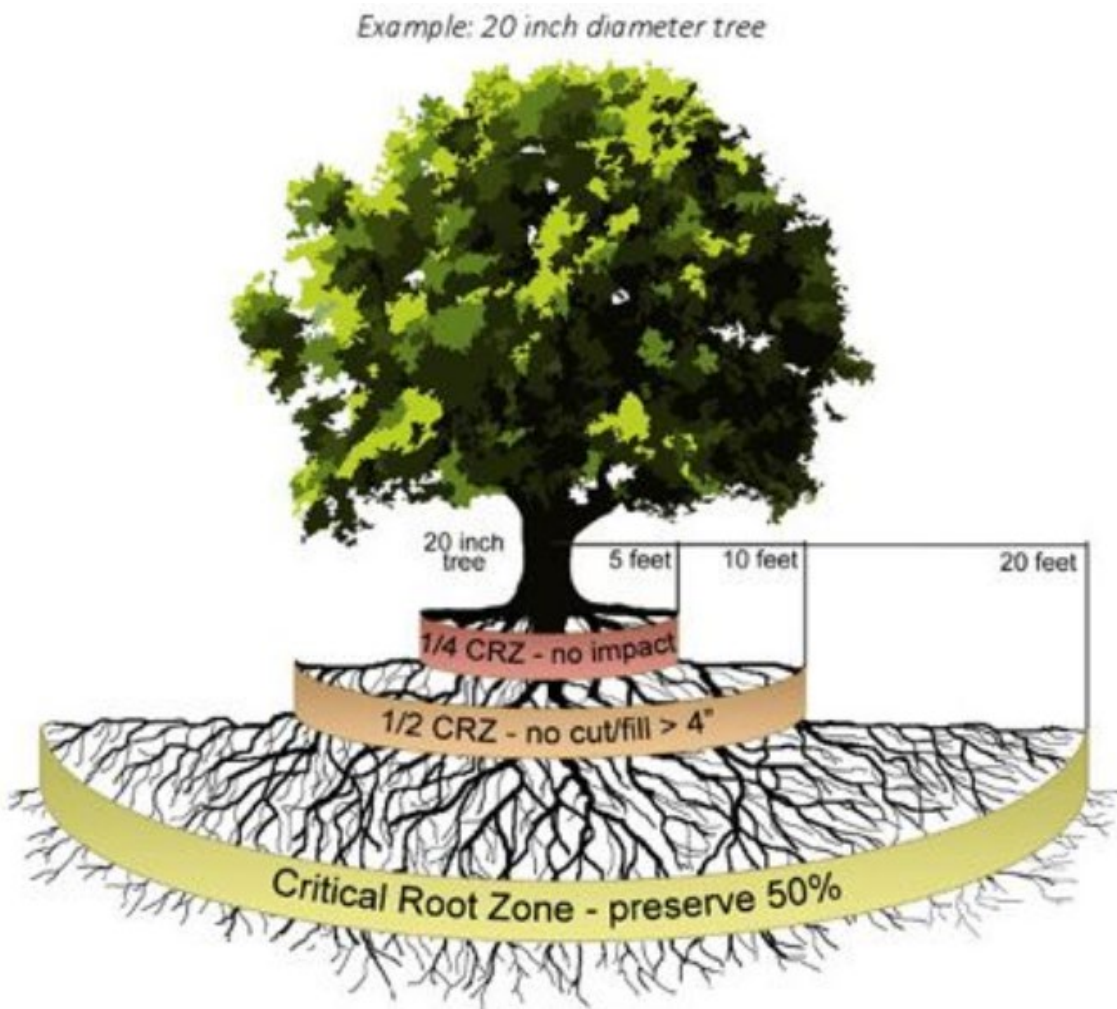
This defined area shall be flagged and encircled with protective fencing during construction. The Director may approve construction closer to the trunk than one half ($\frac{1}{2}$) the radial distance, depending on the size, spacing, or species of the tree, the type of disturbance proposed, and uniqueness of the situation.

Cut or fill that is greater than four (4) inches in depth and the severing of major roots shall be considered disturbance for the purposes of this Article.

Within the protected critical root zone, only flatwork, decking, or similar construction, may be approved and shall not affect the branching of the tree.

If proposed or actual protection of the critical root zone of a tree does not meet the requirements of this Section, then the tree shall be considered removed and shall require mitigation in accordance with this Article.

Figure 1. Critical Root Zone



Graphic Used with Permission from City of Austin

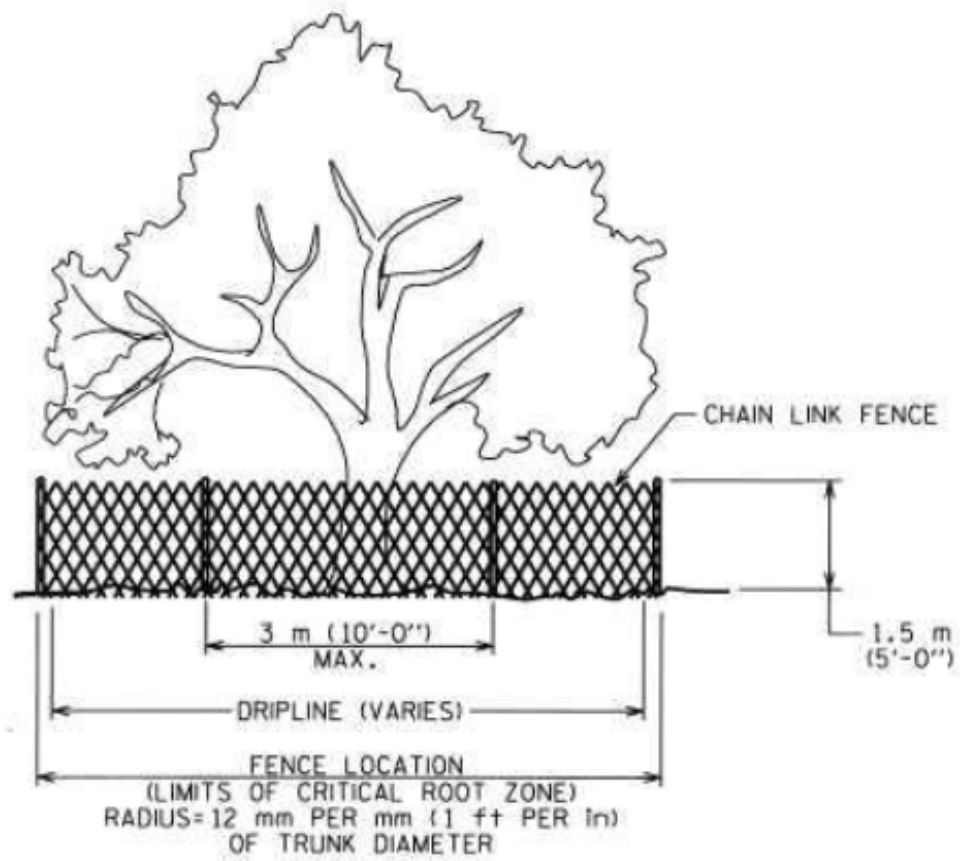


Figure 2. Primary Tree Protection – Chain Link (City of Austin Standard 610S-2)

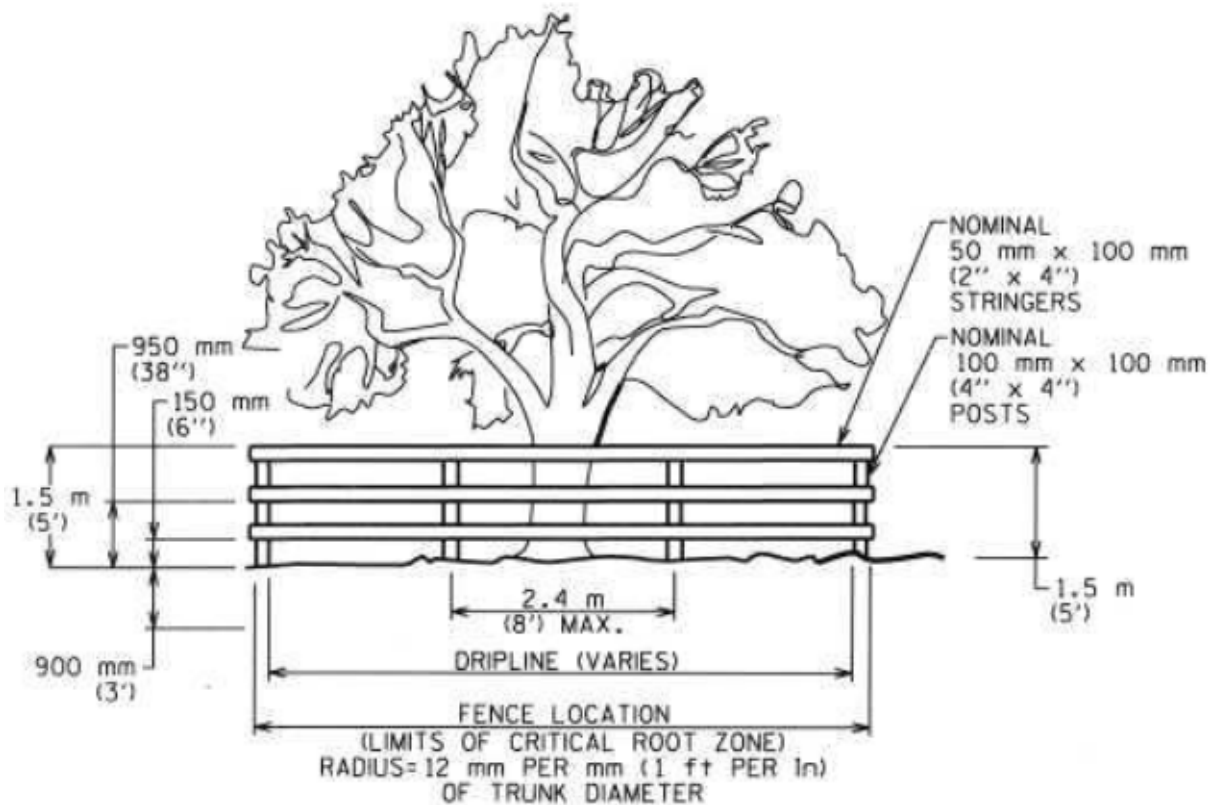


Figure 3. Secondary Tree Protection – Wood (City of Austin Standard 610S-3)

Sec. 14.04.29 Prohibited activities in root zone of Protected and Heritage trees

The following activities shall be prohibited within the limits of the critical root zone of any Protected or Heritage tree subject to the requirements of this Article:

- (a) Material storage. No materials intended for use in construction, or waste materials accumulated due to excavation or demolition, shall be placed within the limits of the critical root zone of any Protected or Heritage tree.
- (b) Equipment cleaning; liquid disposal. No equipment shall be cleaned, or other materials or liquids deposited or allowed to flow over land, within the limits of the critical root zone of a Protected or Heritage tree. This includes, without limitation, paint, oil, solvents, asphalt, concrete, mortar or similar materials. Tree attachments.
- (c) No signs, wires, or other attachments other than those of a protective nature shall be attached to any Protected or Heritage tree.

- (d) Vehicular traffic. No vehicular and/or construction equipment traffic or parking shall take place within the limits of the critical root zone of any Protected or Heritage tree other than on an existing paved street or parking lot. This restriction does not apply to single incident access within the critical root zone for purposes of clearing underbrush, establishing the building pad and associated lot grading, vehicular traffic necessary for routine utility maintenance or emergency restoration of utility service, or routine mowing operations.
- (e) Grade changes. No grade changes in excess of two inches (2") (cut or fill) shall be allowed within the limits of the critical root zone of any Protected or Heritage tree unless adequate construction methods are utilized which have been approved by the building official.
- (f) Impervious paving. No paving with asphalt, concrete or other impervious materials in a manner which may reasonably be expected to kill a tree shall be placed within the limits of the critical root zone of a Protected or Heritage tree except as otherwise allowed in this Article.

Sec. 14.04.30 Pre-construction requirements

Unless otherwise approved in the Site Plan or Development Permit, the following procedures shall be followed on all construction projects:

- (a) Open space flagging. All trees or groups of trees within areas intended to be saved as open space shall be enclosed with orange fencing along all areas of possible access or intrusion by construction equipment. Fencing shall be supported by metal "T" posts at a minimum of ten-foot (10') intervals on center. Single incident access for the purposes of clearing underbrush is allowed.
- (b) Protective fencing. In those situations where a Protected or Heritage tree is so close to the construction area that construction equipment will infringe on the root system, protective fencing may be required between the tree and the construction activity.
- (c) Bark protection. In situations where a Protected or Heritage tree remains in the immediate area of intended construction, the tree shall be protected by enclosing the entire circumference of the tree with 2" x 4" lumber encircled with wire or other means that do not damage the tree. This will protect the bark of the tree against incidental contact by large construction equipment.

Sec. 14.04.31 Eradication of stumps

- (a) In the event that any trees of any kind are cut on a lot, the owner of the lot or the owner's agent will be required to remove, grind or otherwise eradicate the stump of the cut trees in a manner in which the stump will not be noticeable from surrounding properties or the street right-of-way.
- (b) For purposes of this section, a stump will not be considered visible if the top of the stump does not exceed two (2) inches above the surface of the lot at the location of the stump.
- (c) Removal of one or more stumps from a lot through excavation or bulldozing will require the installation of erosion and sedimentation controls as deemed necessary by the city. Revegetation of any area disturbed by the removal of trees or stumps must be accomplished within sixty (60) days of the removal.

Erosion and sedimentation controls must be maintained in an appropriate manner to ensure their effectiveness and aesthetic appearance until such time as new vegetation is permanently established in the disturbed area(s).

Sec. 14.04.32 Alternative Tree Preservation

- (a) Alternative tree preservation may be approved by the City for properties where existing tree cover is especially dense and the following are found:
 - 1. Removal of a significant number of trees is unavoidable;
 - 2. The applicant has planned the development so as to save the highest quality and greatest number of trees that could be reasonably expected;
 - 3. All areas of the site that can be reasonably utilized for tree replacement have been utilized; and
 - 4. The proposed total landscaping exceeds the requirements of this Article.
- (b) The approved alternative tree preservation approach shall be included in the Landscape Plan and Permit.

Sec. 14.04.33 Non-Native Invasive Plants/Prohibited Trees/Plants

Species Public Nuisance Declared

The City of Jonestown declares that invasive or undesirable species listed in Appendix C are a public nuisance that degrades landscaped and natural areas. The Landscape Plan shall identify any prohibited trees or vegetation and shall provide that such species shall be removed. Prohibited trees or vegetation shall not count as credit toward planting requirements. Likewise, removal of same shall not be subject to replacement or Tree mitigation fees

Sec. 14.04.34 Landscaping Incentives for New Subdivisions and Commercial, Industrial Multi-Use or Multi-Family Developments

(a) Appropriate Native Plants Incentives

Any landowner or landowner representative submitting a required Landscape Plan for New Subdivisions or other land developments for landscaping with one hundred percent (100%) native plants and trees will be eligible for all or part of the following incentives with eligibility based on the recommendations of the Planning and Zoning Commission and approval of the City Council.

- 1. A rebate of up to twenty-five percent (25%) from the City's tree mitigation fees;
- 2. City signage placed on site naming the landowner and/or landowner representative as a green growth company or landowner;
- 3. Certificate of Recognition and Appreciation from the Lower Colorado River Authority and Central Texas Soil and Water Conservation District;
- 4. City Notice of Recognition and Appreciation with Certificate presented at City Council meeting.

(b) Restoration of Native Habitat Incentives

Any landowner or landowner representative submitting a required Landscape Plan for New Subdivisions or other land development for landscaping which restores native habitat through a combination of non-native

invasive plant removal and installation of one hundred percent (100%) native plants, and which results in an increase of plants on the developed site will be eligible for all or part of the following incentives with eligibility based on the recommendations of the Planning and Zoning Commission and final approval of the City Council.

1. A rebate of up to twenty-five percent (25%) from the City's tree mitigation fees;
2. City signage placed on site naming the landowner and/or landowner representative as a green growth company or landowner;
3. Certificate of Recognition and Appreciation from the Lower Colorado River Authority and the Central Texas Soil and Water Conservation District presented at City Council meeting.

(c) Single Family Homes Incentives

The Incentives portion of this Article does not apply to individuals submitting a limited Landscape Plan for one single family home on one existing lot.

Sec. 14.04.35 Education

The City recognizes that education of its citizens on the benefits of appropriate native vegetation and the need for the use of more efficient landscaping practices is essential in order to protect the City's most valuable resources, including water, wildlife, and native plants.

(a) Public Workshops

To increase public awareness on the requirements of this Ordinance, promote the protection of native plants, and educate its citizens on local native ecosystems and appropriate native plants, the City will conduct, at minimum, one public workshop every year. The costs of the workshops will be borne by the City. The City may partner with a public agency such as the Central Texas Soil and Water Conservation District, the Lower Colorado River Authority, Balcones Canyonlands Wildlife Preserve, or a non-profit organization such as Tree Folks or the local chapter of the Native Plant Society of Texas to provide the workshops.

(b) Residential Subdivision Education Required

The developer or POA, as applicable, with guidance from the City, will also design and supply each new subdivision homeowner with educational materials about the subdivision's Landscape Plan, including information on the appropriate native plants, soils, wildlife habitat, fertilizers, and water usage within their subdivision. The costs for the printing of the educational materials will be borne by the developer or POA, as applicable.

Sec. 14.04.36 Landscaping Standards

(a) Installation

A common cause of landscape failure is planting too deep and failing to manage circling roots. All landscape materials shall be installed and maintained according to best practices for the Central Texas region. Low water demanding landscapes are encouraged and shall include use of native plants and adapted plants as included in the Appendix A and Appendix B.

(b) Maintenance

The owner of landscaped property shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy appearance at all times and shall be kept free of refuse and debris. Native plants shall be maintained in their naturally occurring shapes with minimal pruning. All planted areas shall be provided with a readily available water supply and watered as necessary to ensure healthy establishment. Limit water and fertilizer for native plants once established. Landscape irrigation systems shall not be mandatory with low water demanding landscapes. Drip irrigation or soaker hose systems and landscape designs for low impact stormwater management that keep stormwater runoff on-site are encouraged. Maintenance shall include the removal of dead plant material and its replacement if that material was used to meet the requirements of this section.

(c) Quality

Trees, shrubs, vines and ground cover planted pursuant to this section shall be healthy nursery stock that meets or exceeds the American Standard for Nursery Stock (ANSI Z60.1).

(d) Turf Grass and Alternatives

All turf grass installed shall have summer dormancy capabilities. Recommended varieties can be found in the Plant Reference Resources Appendix A. St. Augustine and common Bermuda shall not be used.

Alternative options to turf grass shall use native and adapted landscape plants for planting such as wildflower prairies, ground cover, flower and shrub beds, or mulch. No more than thirty (30%) percent of the landscaped portion of residential lots may consist of non-degradable pervious material such as river rock, gravel, decomposed granite, tumbled glass or pervious pavers.

The maximum landscape that may be planted in turf grass for non-residential development shall be limited to forty (40%) percent of the required landscape area. No more than fifty (50%) percent of the landscaped portion of non-residential lots may consist of non-degradable pervious material.

Turf grass in non-residential developments shall be located in strips no less than ten (10) feet wide. Landscaped areas smaller than ten (10) feet in width shall use ground covers or pervious materials.

(e) Tree Diversification during Development

No more than fifty percent (50%) of the same species may be planted as street trees or individual lot trees on the same street when subdivision lots are first developed to avoid potential loss of entire plantings due to disease.

(f) Non-Disturbance Zone

A non-disturbance zone shall be maintained on single-family and two-family lots during the subdivision construction and building permit phases of development. A disturbance area no more than five (5') feet from the foundation necessary for construction and grade transitions shall be permitted. This disturbance area shall be no more than ten (10') feet from the foundation for properties on lots larger than one-half (1/2) acre. The trees located on the remainder of the lot shall not be removed unless a unique situation is approved by the City.

(g) Pruning Oak Trees

1. To help prevent the spread of oak wilt, pruning of any type of oak tree shall be prohibited from February 1 through June 30 unless approved in advance by, and performed under the supervision of a licensed arborist for a tree showing signs of disease, damage through a storm, reasons related to public safety or protection of property, or other extenuating circumstances where maintenance is deemed necessary by the City's arborist.

At all times of the year, suspected disease of any oak tree shall be reported to the City for review by the City arborist before the pruning is performed to minimize the risk of oak wilt spread.

For the period outside February 1 through June 30, pruning for maintenance or removal of branches of any Protected or Heritage oak tree shall be performed under the supervision of a ISA-certified arborist. If the property owner uses an ISA-certified arborist of their choice for pruning of a Protected or Heritage oak tree, the property owner may apply for a small reimbursement from the City's Tree Mitigation Fund.

TexasOakWilt.org guidelines shall be followed for correct pruning techniques and disposal methods to prevent spread of oak wilt. Any oak suspected to have oak wilt shall be reported to the City for proper identification by the City's arborist. The property owner shall follow the City arborist's direction for immediate removal or correct treatment of all trees confirmed to have oak wilt.

There is no charge to the property owner for services provided by the City's arborist.

2. Pruning Protected Trees of non-oak species may occur as needed throughout the year. Any brush and tree removal must be permitted through the City Development Services office.

(h) Artificial Materials

Synthetic or artificial lawns or plants, if allowed by state law and property owner's association rules, shall not be used in lieu of plant requirements.

(i) Planters

The use of architectural planters may be permitted in fulfillment of fifty percent (50%) of the landscape requirements for commercial or industrial landscapes.

(j) Pervious Materials

Any approved decorative aggregate or pervious ~~brick~~ pavers shall qualify for up to ten percent (10%) of the required landscaping if contained in planting areas, but no credit shall be given for concrete or other impervious surfaces.

(k) Mulch

All exposed soil surfaces of disturbed non-turf areas within the developed landscape area must be mulched with a minimum two-inch layer of organic material. Examples of organic material include first-pass chopped native hardwoods, shredded cedar, composted leaves, and shredded landscape clippings. Natural areas are exempt from additional placed mulch.

(l) Lighting

Landscape lighting of all types shall meet the City of Jonestown's lighting standards and requirements for night-time light control to preserve dark skies.

(m) Tree Preservation Markings

All trees to be preserved as shown in an approved Landscape Plan shall be clearly marked prior to the commencement of construction activities.

(n) WaterWise Landscape Principles

WaterWise landscape principles shall be an integral component of the landscape design and plan. Home builders shall be required to offer a WaterWise landscape option using drought-tolerant and drought-resistant native plants in any series of landscape options offered to home buyers. The seven basic principles of WaterWise landscaping include:

1. Proper planning and design, including grouping plants by their water needs, grouping plants by their microclimate needs;
2. Proper soil preparation (compost-improved topsoil);
3. Practical turf grass selection of drought resistant-species;
4. Appropriate plant selection. The plants listed as invasive plants shall not be offered as part of a WaterWise landscape option;
5. Efficient irrigation systems;
6. Use of mulches;
7. Appropriate maintenance.

(o) Excluded Items

The following may not be counted toward the above landscape area requirements:

1. Detention and water quality ponds unless such ponds are designed as follows:
 - a. The ponds shall utilize earthen berms.
 - b. Any structural stabilization shall be limited to the use of native stone (except for outlet structures) and shall be limited to not more than thirty percent (30%) of the perimeter of the pond.
 - c. Such ponds shall be seamlessly integrated with the landscaping.
 - d. Such ponds shall be not greater than eighteen inches deep.
 - e. Such ponds shall not comprise more than twenty-five percent (25%) of the required landscape area.
2. Utility, mechanical and electrical facilities.
3. Sidewalks or other paved surfaces except for any decorative aggregate or pervious brick pavers if contained in planting areas and comprising less than ten percent (10%) of the required landscape area.
4. Landscaped areas less than four feet in width.

(p) General Landscape Minimums

A minimum percentage of the total lot area of property on which development occurs shall be devoted to landscape development in accordance with the following schedule. Such percentages may include setback

areas. All non-single-family and non-two-family setback areas are required to be landscaped in accordance with this Article even if they exceed the following percentages:

1. Multi-Family Dwellings (tri-plex, four-plex, condominiums or apartments): 20%
2. Office and Professional Uses: 15%
3. Commercial Uses: 15%
4. Industrial or Manufacturing: 10%
5. Single-Family and Two-Family Dwelling Housing Developments: 15% preserved in perpetuity as native habitat (may include greenbelts and steep slope environmental overlays)
6. Schools, churches, city centers and parks: 15%

Sec. 14.04.37 Landscape Requirements for Multi-Family, Industrial and Commercial Developments

(a) Trees and shrubs identified on Appendix A or Appendix B shall be utilized within the required landscaping as described below.

1. For every six hundred (600) square feet of landscape area and setback area required by this Article, two (2) canopy shade trees two (2) inch caliper or larger and four (4) shrubs, five (5) gallon container size or larger) shall be planted. Two ten (10) gallon container sized ornamental trees may be substituted for every one (1) required shade tree as long as at least half of the required number of shade trees is installed.
2. Trees shall be credited on a caliper-inch basis.
 - (i) For every one (1) caliper-inch of a tree that is saved, credit shall be given for one (1) caliper-inch of a tree required to be planted.
 - (ii) For every one (1) caliper-inch of a Protected or Heritage tree over eighteen inches (18") caliper that is saved, credit shall be given for two (2) caliper-inches of a tree required to be planted.

At least seventy five percent (75%) of the planted trees are required to be large trees/shade trees.

The remaining trees may be small ornamental understory trees, all of which shall be selected from Appendix A or Appendix B. Existing Protected trees and shrubs that are retained in healthy condition may count toward fulfillment of these requirements.

3. In calculating the credit from existing Protected Trees and shrubs that are retained, shrubs shall be credited on a one-for-one basis if such shrub is equivalent or greater in size to a comparable five-gallon container-grown shrub.
- (b) To allow for larger landscaped activity areas at school facilities, for every six hundred (600) square feet of landscaping required by this section, one (1) tree and three (3) shrubs five (5) gallon container size or larger shall be planted.
- (c) To reduce the thermal impact of unshaded parking lots, additional trees shall be planted as necessary so that the center point of each parking space is no more than seventy-five (75) feet away from the trunk of a tree.

Appendix A includes a list of native shade trees acceptable for use as parking lot trees or street trees.

If used, street trees shall be planted between the sidewalks and back of curb (or edge of pavement) if the public utility easement is more than five (5) feet from the back of curb or edge of pavement. If the public

utility easement is adjacent to the back of curb or edge of pavement, the tree designated as a street tree shall be planted on the lot side of the easement. A street tree shall be a large tree species and shall be specified in the Construction Plans for the subdivision (if applicable). Street tree spacing shall average thirty (30) feet on center between trees on the same side of the street. Street trees may be counted toward the required tree plantings within the front or street side setback area. Caution should be taken to avoid planting street trees of the same species that come from the same tissue culture to minimize later mass failure from disease.

(d) Other than single-family and two-family development, setback areas shall be landscaped per the standards of this section.

Sec.14.04.38 Landscape Requirements for Residential Districts Other Than Multi-Family

- (a) Shrubs shall be five (5) one-gallon shrubs, three (3) five-gallon shrubs, and a mix of ground cover and turf grass or an alternative material as defined in this section from the front property line to the front two (2) corners of the structure. If rain gutters are not used, a minimum area extending three feet (3') from the slab/foundation shall be covered with ground cover plants, turf grass or French drain with gravel to encourage water infiltration.
- (b) Each residential lot or building envelope shall be required to plant at least two (2) trees measuring at least two (2) caliper-inches selected from the City of Jonestown's Plant Reference Resources (Appendix A). At least one of the required trees shall be a street tree planted between the sidewalk and the back of curb (or edge of pavement) in accordance with The Urban Tree Foundation planting details. Street tree spacing shall average thirty (30) feet on center between trees on the same side of the street which may require two (2) or more street trees to be planted per lot to achieve the required spacing.
- (c) Lots less than thirty (30) feet wide and with less than a fifteen (15) foot deep front yard are only required to plant one (1) large tree which shall be the street tree. One small ornamental tree shall be planted in the front yard of the lot. Corner lots shall plant street trees on both streets. Existing trees and shrubs that are retained in healthy condition may count toward fulfillment of these requirements.
- (d) Seventy-five percent (75%) of the landscape understory shall be native plants appropriate for the location.

Sec. 14.04.39 Required Area to Be Landscaped

The landscaping shall be placed upon that portion of a tract or lot that is being developed. Thirty percent (30%) of the required landscaped area and required plantings contained in the landscape requirements listed in this section shall be installed between the front property lines and the building being constructed. Undeveloped portions of a tract or lot shall not be considered landscaped, except as specifically approved by the City.

Sec. 14.04.40 Intersection Landscaping

No landscaping that will be over three (3) feet in height at maturity shall be planted within forty (40) feet of the intersection of any street pavement. Any planted or existing vegetation within this area shall be kept pruned so that foliage shall not grow or exist within three (3) and eight (8) feet above the elevation of the curb closest to the vegetation.

Sec. 14.04.41 Replacement Landscaping Required

In cases of death or removal of a tree planted pursuant to the terms of this Article within ten (10) years of installation, a replacement tree of equal size and type shall be required to be planted. A smaller tree that will have a mature crown similar to the tree removed may be substituted if the planting area or pervious cover provided for the larger tree in this section is retained.

Sec. 14.04.42 Riparian Buffers

Waterfront property along Lake Travis or any of its tributaries shall preserve a thirty-five foot (35') buffer from the water's edge at normal high water mark or landward side of floodplain boundary maintained in native woody vegetation for water quality including control of sediment and for wildlife habitat unless a higher standard is required by the Lower Colorado River Authority to meet environmental regulations.

Sec.14.04.43 Screening Buffers

- (a) Screening buffers are required to reduce the visual impact between one type of land use and another.
- (b) High Impact Screening: A one hundred percent (100%) opaque screen is required between dissimilar land uses per the chart below. Both of the following elements are required to be installed within the buffer area: (a) an eight-foot (8') masonry wall or wood fence, and (b) a low-impact landscape screen on one side of the fence. The high-impact screen shall be regularly maintained to ensure wall or fence and landscaping remain in excellent condition.
- (c) Medium Impact Screening: A seventy percent (70%) semi-opaque screen is required between dissimilar land uses per the chart below. Semi-opaque screening should partially block views from adjoining land use and create a separation between the adjoining land uses. Medium-impact screening may consist of a wood or metal fence with landscape screening of shrubs and ornamental trees, or solely landscape screening of canopy trees, ornamental trees, evergreen trees and shrubs, with 25% canopy trees.
- (d) Low Impact Screening: A partially open screen of plants is required between somewhat similar land uses. Open screening should provide an attractive separation between land uses. This landscape screen shall consist of 15% canopy trees, 10% ornamental trees, 15% evergreen trees and 30% shrubs.

Visual Screening Chart

<i>Adjoining Use and Impact Level</i>					
Proposed Use	Single-Family	Multi-Family	Commercial	Office	Industrial
Single-Family	None	High	High	High	High
Multi-Family	High	None	High	Medium	High
Commercial	High	High	None	None	Low
Office	High	Medium	None	None	Low
Industrial	High	High	Low	Low	None

Sec. 14.04.44 Tree Mitigation Fund

There is hereby created a Tree Mitigation Fund, a separate fund of the City that shall receive all funds collected under this Article and which shall be received and administered by the City for purposes outlined in this Article.

Sec. 14.04.45 Violation

It shall be unlawful for any person or entity, to permit, cause or allow a Protected or Heritage Tree to be cut down, destroyed, removed, topped or moved, whether directly or indirectly without first obtaining a tree removal permit or an approved Landscape Plan that includes the right to remove Protected or Heritage Trees.

Sec. 14.04.46 Variance Procedures

(a) Petition

Any landowner whose property is regulated by this Article may petition the City for a variance from the requirements of this Article. Any landowner who intends to remove a Heritage Tree shall be required to petition and receive a variance to this Article. The petition must include:

1. The name and address of the applicant;
2. A detailed description of the exigent circumstances that warrant variance from the requirements;
3. A proposed Landscape Plan;
4. The requested variance, and
5. Any other relevant information that staff requests of the applicant.

(b) Consideration and Decision

The Commission shall recommend and the City Council shall consider and take action on the variance request at a public hearing. Following the public hearings and action by the Commission and City Council, the City will notify the landowner in writing of the City's decision to either approve or deny the petition.

(c) Appeal

If the Planning and Zoning Commission recommends denial of the variance petition, the landowner may appeal such recommendation to the City Council by submitting a written notice of appeal to the City within thirty (30) days after the date of determination by the Planning and Zoning Commission. Failure of the applicant to request an appeal within the thirty (30) day period concludes the variance request.

Sec. 14.04.47 Inspections

City staff, or city designated representatives, shall have the authority to make inspections at reasonable hours of all areas landscaped pursuant to this Article at any time during the development of a site, installation of the landscape plan at the site, and within the first year after the date that the landscaping is completely installed. The inspections may be made without notice, and refusal to allow such inspection will be a violation of this Article. Refusal to allow inspection will constitute grounds for a court of competent jurisdiction to issue an administrative warrant for the purposes of inspecting the landscaped area. The City may utilize knowledgeable volunteers from the local Native Plant Society, the local Soil and Water Conservation District and university extension offices for the purposes of completing the inspections.

Sec. 14.04.48 Fees

The City may charge an applicant reasonable fees for any permits and applications required by this Article, which fees may from time to time be amended by the City.

SECTION 4. All applicable provisions of the Ordinances of the City of Jonestown in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, and all other provisions of the Ordinances of the City of Jonestown not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 6. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law requires in such cases provide.

SECTION 7. It is hereby found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 8. Violations of these requirements shall be enforced in accordance with specific sections of this Ordinance and in accordance with Sec. 1.01.009, General penalty for violations of code; continuing violations, of the City's Code of Ordinances and as otherwise set out in Chapter 14.

DULY PASSED AND ADOPTED by the City Council of the City of Jonestown, Texas, on the _____ day of _____, 2021.

City of Jonestown, Texas

Paul Johnson, Mayor

Attest:

Rachel Austin, City Secretary

City of Jonestown Native Plant Reference Resources - Appendix A

Notes:

- (a) Where this Plant Reference Resources conflicts with information from state or federal agencies about rare, threatened, endangered or invasive plant species, the state or federal listing takes precedence.
- (b) Texas Superstar® and Earth-kind® plant lists may contain species considered invasive in Jonestown.
- (c) Refer also to the following for suggested native plants and plant communities:
 - 1. Lady Bird Johnson Wildflower Center Native Plants Database
 - 2. Natural Resources Conservation Service, Soil & Water Conservation Districts
 - 3. Lower Colorado River Authority
 - 4. Texas Native Plants Database (TAMU):
<https://aggie-horticulture.tamu.edu/ornamentals/natives/tamuhort.html>
- (d) Refer also to the following for suggested plants. Plants listed as native to Blackland Prairie are rarely suitable for Jonestown ecosystems due to our shallow, highly alkaline soils.
 - 1. City of Austin Grow Green Guide
<https://austintexas.gov/departments/grow-green/plant-guide>
 - 2. City of Leander Preferred Plant List
 - 3. City of Cedar Park Preferred Plant List

RECOMMENDED NATIVE PLANTS

Large Native Trees (Canopy Trees)		
Latin name	Common name	Comments
<i>Carya illinoensis</i>	Pecan	Deep soil
<i>Celtis laevigata</i>	Hackberry	Recommended for wildlife areas or greenbelts only
<i>Fraxinus texensis</i>	Texas Ash	
<i>Juniperus ashei</i>	Ashe Juniper	*Is not recommended for replanting, but is protected if 18 inches or larger
<i>Populus fremontii</i>	Alamo Cottonwood	Male trees
<i>Platanus mexicana</i>	Mexican Sycamore	Deep soil
<i>Prunus serotina</i> var. <i>eximia</i>	Escarpment Black Cherry	
<i>Quercus buckleyi</i>	Spanish Oak	*Susceptible to oak wilt; check source before planting. Related Shumard red oak not suitable for shallow soils in Jonestown.
<i>Quercus fusiformis</i>	Escarpment Live Oak	<i>Quercus virginiana</i> , Southern Live Oak, is not suitable for the shallow soils in Jonestown.
<i>Quercus macrocarpa</i>	Bur Oak	Deep soils
<i>Quercus muehlenbergii</i>	Chinkapin Oak	
<i>Quercus polymorpha</i>	Monterrey Oak	
<i>Quercus texana</i>	Texas Red Oak	*Susceptible to oak wilt; check source before planting. Related Shumard red oak not suitable for shallow soils in Jonestown.
<i>Taxodium mucronatum</i>	Monterrey Cypress	

Taxodium distichum	Bald Cypress	
Ulmus crassifolia	Cedar Elm	
Small-Medium Sized Native Trees (Understory Trees)		
Acacia berlandieri	Guajillo	
Acacia farnesiana var. smallii	Huisache	
Acacia schaffneri var. bravoensis	Huisachillo	
Acer grandidentatum	Bigtooth Maple	Deep soils
Bauhinia lunaroides	Anacacho Orchid Tree	
Cercidium macrum	Palo Verde	
Cercis canadensis var. texensis	Texas Redbud	
Cercis canadensis var. mexicana	Mexican Redbud	
Chilopsis linearis	Desert Willow	
Cornus drummondii	Roughleaf Dogwood	
Diospyros texana	Texas Persimmon	
Ehretia anacua	Anacua	
Ilex decidua	Possum Haw	
Ilex vomitoria	Yaupon	‘Pride of Houston’ or other tall variety
Juglans microcarpa berlandieri	Texas Walnut	
Liquidambar styraciflua	Sweetgum	
Myrosporum sousanum	Arroyo Sweetwood	
Prunus mexicana	Mexican Plum	
Ptelea trifoliata	Wafer Ash	
Quercus laceyi (Q. glaucoides)	Lacey Oak	Good oak for use under power lines
Quercus mohriana	Shin Oak	
Quercus pungens var. vaseyana	Vasey Oak	
Rhamnus caroliniana	Carolina Buckthorn	
Sapindus drummondii	Western Soapberry	
Sophora affinis	Eve’s Necklace Tree	
Sophora secundiflora	Texas Mountain Laurel	Evergreen
Ugnadia speciosa	Mexican Buckeye	
Viburnum rufidulum	Rusty Blackhaw Viburnum	
Zanthoxylum hirsutum	Toothache Tree	
Shrubs		
Acacia wrightii	Wright’s Acacia	
Aesculus arguta	Texas Buckeye	
Aloysia gratissima	Whitebrush	
Amorpha fruticosa	Indigo Bush	
Anisacanthus wrightii	Flame Acanthus	
Atriplex canescens	Fourwing Saltbush	
Berberis trifoliata	Agarito	Evergreen
Callicarpa americana	American Beautyberry	
Capsicum annuum var. aviculare	Chile Pequin	
Cotinus obovatus	Texas Smoke Tree	
Fallugia paradoxa	Apache Plume	
Fraxinus cuspidata	Fragrant Ash	
Eysenhardtia texana	Kidneywood	

<i>Ilex vomitoria</i> ‘Nana’	Yaupon	Evergreen, multiple varieties with mature height less than 6 feet
<i>Karwinschia humboldtiana</i>	Coyotillo	
<i>Lantana urticoides</i>	Texas Lantana	
<i>Larrea tridentata</i>	Creosote Bush	Evergreen
<i>Leucana retusa</i>	Goldenball Leadtree	
<i>Leucophyllum frutescens</i>	Cenizo, Texas Ranger	Evergreen
<i>Mimosa borealis</i>	Fragrant Mimosa	
<i>Myrica cerifera</i>	Wax Myrtle	Evergreen
<i>Myrica pusilla</i>	Dwarf Wax Myrtle	Evergreen
<i>Parkinsonia aculeata</i>	Retama	
<i>Pistacia texana</i>	Texas Pistache	Evergreen
<i>Rhus aromatica</i>	Fragrant Sumac	
<i>Rhus glabra</i>	Smooth Sumac	
<i>Rhus lanceolate</i>	Prairie Flameleaf Sumac	
<i>Rhus virens</i>	Evergreen Sumac	Evergreen
Invasive Plants – DO NOT USE		
<i>Ailanthus altissima</i>	Tree of Heaven	
<i>Albizia julibrissin</i>	Mimosa Tree	
<i>Arundo donax</i>	Giant Cane	
<i>Broussonetia papyrifera</i>	Paper Mulberry	
<i>Colocasis esculenta</i>	Elephant Ear	
<i>Cynodon dactylon</i>	Common Bermuda Grass	Use only hybrids with sterile seeds
<i>Cyrtomium falcatum</i>	Holly Fern	
<i>Eleagnus angustifolia</i>	Russian Olive	
<i>Firmiana simplex</i>	Chinese Parasol Tree	
<i>Hedera helix</i>	English Ivy	
<i>Ligustrum</i>	Wax-Leaf Ligustrum, Privet	All varieties
<i>Lonicera japonica</i>	Japanese Honeysuckle	All varieties
<i>Macfadyena unguis-cati</i>	Catclaw Vine	
<i>Melia azedarach</i>	Chinaberry	
<i>Morus alba</i>	Russian Mulberry	
<i>Nandina domestica</i>	Heavenly Bamboo	Use only non-berrying hybrids
<i>Photinia x fraseri</i>	Red-Tip Photinia	
<i>Photinia serratifolia</i>	Taiwanese Photinia	
<i>Phyllostachys aurea</i>	Golden Bamboo	
<i>Pistacia chinensis</i>	Chinese Pistache	
<i>Pueraria lobata</i>	Kudzu	
<i>Pyracantha coccinea</i>	Firethorn	
<i>Sorghum halepense</i>	Johnson Grass	
<i>Tamarisk species</i>	Salt Cedar	
<i>Triadica sebifera</i>	Chinese Tallow Tree	
<i>Ulmus parvifolia</i>	Chinese Elm	
<i>Vinca major</i> and <i>Vinca minor</i>	Periwinkle	
<i>Vitex agnus-castus</i>	Chaste Tree	
<i>Wisteria sinensis</i>	Chinese Wisteria	
Turf Grass		

Buchloe dactyloides	Buffalograss (sod)	609, Prairie, Density, Prestige
Buchloe dactyloides Hilaria berlandieri Bouteloua gracilis	Shortgrass mixes – buffalo, curly mesquite and blue grama (seed)	May be mixed with short wildflowers
Cynodon dactylon hybrids	Bermuda grass hybrids only - Sterile seed heads but runners still invasive to nearby plant beds (sod)	Celebration, GN1, Grimes EXP, Tex Turf, Tifsport, Tifway 419
Zoysia japonica hybrids	Zoysia (sod)	Palisades, Jamur, El Toro, Crowne

Hackberry, except as referenced in App A

Cottonwood, except as referenced in App A

Palm trees

Pine trees

Banana Trees

Palmetto Trees

Red Oaks, except as listed in App A

Spanish Oaks, except as listed in App A

APPENDIX B- ADAPTIVE AND ACCEPTABLE NON-NATIVE TREES AND SHRUBS

Trees

Shrubs

Sycamore, Mexican <i>Platanus mexicana</i>	Abelia, Glossy <i>Abelia x grandiflora</i>
Arroyo Sweetwood <i>Myrosporum sousanum</i>	Aralia, Japanese <i>Fatsia japonica</i>
Crape Myrtle <i>Lagerstroemia indica</i>	Bottlebrush <i>Callistemon citrinus</i>
Palm, Windmill <i>Trachycarpus fortunei</i>	Cotoneaster <i>Cotoneaster</i> spp.
Pomegranate <i>Punica granatum</i>	Desert Broom <i>Baccharis sarothroides</i>
Viburnum, Sandankwa <i>Viburnum suspensum</i>	Germander, Bush <i>Teucrium fruticans</i>
Xylosma <i>Xylosma congestum</i>	Greek Myrtle <i>Myrtus communis</i>
	Hawthorn, Indian <i>Raphiolepis indica</i>
	Holly, Dwarf Burford <i>Ilex cornuta 'Burfordii'</i>
	Holly, Nellie R. Stevens <i>Ilex cornuta 'Nellie R. Stevens'</i>
	Japanese Yew <i>Podocarpus macrophyllus</i>
	Mock Orange <i>Philadelphus coronarius</i>
	Pineapple Guava <i>Feijoa sellowiana</i>
	Pittosporum <i>Pittosporum tobira</i>
	Rosemary, Upright <i>Rosmarinus officinalis</i>
	Senna, Flowering <i>Senna corymbosa</i>
	Skyflower, <i>Duranta Duranta erecta</i>
	Sweet Almond <i>Verbena Aloysia virgata</i>
	Thyrallis, (Golden Showers) <i>Galphimia glauca</i>

APPENDIX C

Invasive Plants – DO NOT USE		
<i>Ailanthus altissima</i>	Tree of Heaven	
<i>Albizzia julibrissin</i>	Mimosa Tree	
<i>Arundo donax</i>	Giant Cane	
<i>Broussonetia papyrifera</i>	Paper Mulberry	
<i>Colocasis esculenta</i>	Elephant Ear	
<i>Cynodon dactylon</i>	Common Bermuda Grass	Use only hybrids with sterile seeds
<i>Cyrtomium falcatum</i>	Holly Fern	
<i>Eleagnus angustifolia</i>	Russian Olive	
<i>Firmiana simplex</i>	Chinese Parasol Tree	
<i>Hedera helix</i>	English Ivy	
<i>Ligustrum</i>	Wax-Leaf Ligustrum, Privet	All varieties
<i>Lonicera japonica</i>	Japanese Honeysuckle	All varieties
<i>Macfadyena unguis-cati</i>	Catclaw Vine	
<i>Melia azedarach</i>	Chinaberry	
<i>Morus alba</i>	Russian Mulberry	
<i>Nandina domestica</i>	Heavenly Bamboo	Use only non-berrying hybrids
<i>Photinia x fraseri</i>	Red-Tip Photinia	
<i>Photinia serratifolia</i>	Taiwanese Photinia	
<i>Phyllostachys aurea</i>	Golden Bamboo	
<i>Pistacia chinensis</i>	Chinese Pistache	
<i>Pueraria lobata</i>	Kudzu	
<i>Pyracantha coccinea</i>	Firethorn	
<i>Sorghum halepense</i>	Johnson Grass	
Tamarisk species	Salt Cedar	
<i>Triadica sebifera</i>	Chinese Tallow Tree	

Hackberry, except as referenced in App A

Cottonwood, except as referenced in App A

Palm trees

Pine trees

Banana Trees

Palmetto Trees

Exhibit A

**Chapter 15
Signs**

CHAPTER 15.01 GENERAL PROVISION

(Reserved)

CHAPTER 15.02 SIGN ORDINANCE

Division 1. Generally

Sec. 15.02.001 Authority; title

This chapter is adopted under the authority of the constitution and ~~laws of the state~~ ch. 216 in the Texas Local Government Code, and shall be known and may be cited as the sign ~~regulations~~ ordinance.

Sec. 15.02.002 Purpose; First Amendment rights and applicability.

(a) In general, the objectives of this chapter are to promote the health, safety, welfare, convenience, communication and the landscape quality of the public by regulating the size, color, illumination, movement, location, height, and condition of signs on private property. It shall further be the purpose of this chapter to achieve the following purposes:

- (1) Safety. The purpose of this chapter is to provide that:
 - (A) No hazard is created due to collapse, wind, fire, collision, decay or abandonment;
 - (B) No obstruction is created to firefighting and police surveillance; and
 - (C) No traffic hazard is created by confusing or distracting motorists, or by impairing the driver's ability to see pedestrians, obstacles, or other vehicles, or to read the traffic signs.
- (2) Communications. The purpose of this chapter is to allow adequate communication through signage by providing that:
 - (A) Businesses and services may identify themselves;
 - (B) Customers and other persons may locate a business or service; and
 - (C) Persons exposed to signs are not overwhelmed by the number of messages presented, and are able to exercise freedom of choice to observe or ignore said messages, according to the observer's purpose.

(3) Landscape quality and preservation. The purpose of this chapter is to protect the public welfare and to enhance the appearance and economic value of the landscape, by providing signs that:

- (A) Do not interfere with scenic views;
- (B) Do not create a nuisance to persons using the public rights-of-way;
- (C) Do not constitute a nuisance to occupancy of adjacent and contiguous property by their brightness, size, or height;
- (D) Are not detrimental to land or property value; and
- (E) Contribute to the special character of particular areas or districts within the city, helping the observer to understand the city and orient oneself within it.

(b) This chapter shall not be construed, applied, interpreted nor enforced in a manner to violate the First Amendment rights of any person, and the building official or code enforcement officer may seek the advice and recommendation of the city attorney prior to taking any action to enforce any provision of this chapter with respect to any noncommercial sign or speech by any person.

(c) This chapter applies to all property within the incorporated municipal boundaries (i.e., city limits) and the extraterritorial jurisdiction (ETJ) as it exists at the time this chapter is adopted and as may be modified in the future.

Sec. 15.02.003 Definitions

(a) For the purposes of this chapter, the following terms, phrases, words, and their derivations shall have the meaning ascribed to them, except where the context clearly indicates a different meaning:

“A” frame sign. A sandwich board sign constructed in such a manner as to form an “A” or tent- like shape, hinged or not hinged at the top and each angular face held at an opposite distance by a supporting member.

Applicant. The person or entity requesting sign permit approval, a variance, or a common signage plan from the city.

Argon. See “Neon.”

Average grade. The grade of the finished ground level at the midpoint of each exterior surface of a sign, or a structure, in the event that the sign is attached to the structure.

Awning. A shelter constructed of materials on a supporting framework that projects from and is supported by the exterior wall of a building. ~~This term does not include but does not mean a canopy.~~

Commented [CK1]: What type of material? A cloth? Plastic? Does this include a covering that can be removed?

Bandit signs. Temporary signs, usually of cardboard or foam board and mounted on angle iron or a wooden stake.

Commented [SB2R1]: Rigid materials, no fabric. If it can be removed and is made of rigid materials, then yes.

Banner. A temporary sign made of fabric or any non-rigid material, ~~including but not limited to pennants affixed to a building, poles, or other supporting structure by all four corners.~~

Commented [CK3]: A pennant is a triangle so I think including it in the definition of banner is confusing. A banner is a rectangle.

Billboard. Any sign that is freestanding or attached to or part of a building and is an off-premises sign that is leased or rented from an outdoor advertising company and is not owned by the business advertising on the billboard or by the owner of the property where the billboard is located.

Commented [SB4R3]: Sounds good to me. I don't think pennants need to be addressed here as they are more of a decoration than a sign typically.

Board. The sign control board of the city.

Commented [SB5]: I think the definitions is how we were differentiating between Billboards and Off-premise signs

Board of adjustments and appeals. The ~~city~~ board of adjustments and appeals ~~of the city.~~

Building. Any structure, either temporary or permanent, having a roof or other covering, and designed or used for the shelter or enclosure of any person, animal or property of any kind, including but not limited to tents, awnings or vehicles situated on private property and used for purposes of a building.

Building official. The person designated by the city council to perform the functions of the building official.

Canopy. A freestanding structure with a roof but not walls.

Changeable electronic variable message sign. A sign which permits alteration of the sign's message or images by electronic means. This includes a sign using light-emitting diodes (LEDs) or other means of digital display to present a message or images.

City. The City of Jonestown, Travis County, Texas, and its area of extraterritorial jurisdiction as defined by Local Government Code section 42.021(2).

Commercial sign. A sign that is designed for the purpose of conveying information or attracting attention through the use of words, graphics, symbols, numbers or letters and is located on a ~~plot~~ ~~lot~~ ~~of land~~ within the GUI, O, B-1, B-2, or I-1 zoning districts.

Commission. The planning and zoning commission of the city.

Common Signage Plan. ~~A comprehensive document containing specific sign regulations for a multi-tenant project or lot complex.~~

Compensable cost. Those costs for which the owner of a nonconforming sign required to be removed by this chapter is entitled to be compensated pursuant to Tex. Loc. Gov't. Code ~~Ann.~~ section 216.001 ~~et seq. (Vernon 1988)~~, which costs, if required to be paid by said statute, shall be calculated in

accordance with the formulae set forth in section 216.005 et seq. ~~thereof~~.

Direct lighting. Lighting in which the greater part of the light illuminating the sign originates within the sign itself, such as light behind translucent letters. Direct lighting does not include the electronic means of display used in changeable electronic variable message signs.

Directional sign. ~~Any sign on a lot zoned for a commercial purpose that includes directional information to the property.~~

Electronic message center (EMC). An electronically activated, changeable and variable sign that uses lightbulbs or light emitting diodes (LEDs) as a lighting source that is capable of displaying words, symbols, figures or images for advertising or announcements that can be electronically or mechanically programmed to be changed by remote or automatic means.

Erect. To build, construct, alter, reconstruct, pour, lay, move upon, attach, hang, place, suspend or affix, ~~and also includes the painting of wall signs, murals or super graphics, or any physical operations on the premises which are required for the construction of a sign, including excavation, site clearance, land fill, and the like.~~

External entrance sign. ~~Any hanging sign, projecting sign, or wall sign.~~

Extraterritorial jurisdiction (ETJ). The extraterritorial jurisdiction of the city is that land not within the corporate limits of the city, but land over which the city has jurisdiction by virtue of ~~the section 42.021~~ Texas Local Government Code.

Freestanding sign. Any sign which is not attached to or on the walls, face, or exterior of a building ~~but supported by a pole, post or other similar support so that the bottom edge of the sign display area is six (6) feet or more above the ground elevation.~~

Gas/fuel price electronic message sign. An electronic sign type that is distinguished from electronic message signs due to the limited amount of information displayed and the length of time periods the message will remain unchanged. These signs are limited to displaying the gas/fuel prices only to advertise to the general public. Any messaging capacity beyond the gas/fuel price shall constitute an electronic message sign as defined and regulated herein.

Hanging sign. See "Projecting sign."

Indirect lighting. A light source separated from the surface and illuminating the sign surface by means of spotlights or similar fixtures.

Inflatable sign. Any hollow sign expanded or enlarged by the use of gas or air.

Lot. A separate parcel of land, recorded in the official county records, created by the division or subdivision of a block or other parcel, intended as a unit for transfer of ownership, or for development, or for occupancy and/or use, platted or divided in compliance with state law.

Maintenance. Normal care or servicing needed to keep a sign functional or perpetuate its use, such as cleaning, replacing or repairing a part made unusable by ordinary wear, and changing light bulbs.

Marquee Sign. A vertical sign that is located either along the building facade where it projects perpendicular to the facade; or at the corner of the building where it projects at a 45 degree angle. Marquee signs are a structural feature of a building that provides both cover to pedestrians and sign space, typically with changeable lettering.

Memorial sign. A sign or tablet which denotes the name of a building and the date of erection when cut into any masonry surface or when constructed of bronze or other metal.

Monument sign. A sign ~~resting upon~~affixed to the ground ~~at its base~~, or on a suitable foundation. Signs principally supported by poles or posts do not constitute a monument sign.

Moving sign: A sign or any part of a sign which rotates, moves, or uses lighting to simulate motion, including but not limited to the illusion of moving objects, moving letters, and moving patterns of light.

Multifamily residence sign. A sign located on a lot where a multifamily use is located ~~that does not exceed two square feet in area and is not installed more than four feet above average grade.~~

~~Neon or neon ligneon
lighting. A sign, trim, or decoration with the illumination provided by a gas-filled electrical discharge lamp in which the gas is made up of a large proportion of neon, argon, or krypton.~~

Nonconforming sign. Any sign which would be unlawful or nonconforming hereunder, but for the fact that such sign was lawfully in existence on the date of the passage of this chapter.

Notice. Actual notice by personal delivery or written notice sent by registered or certified mail.

Office complex. Two or more offices and/or office establishments, sharing customer parking areas, regardless of whether said offices or office establishments occupy separate structures or are under separate ownership, or on separate tracts or lots of land.

Official sign. Any sign erected by or at the direction of any governmental body.

Off-premises FM 1431 sign. ~~Any freestanding sign that is located on a commercial lot, where the lot owner is not the owner of the sign and the owner of the sign is also an owner of a separate, commercially zoned lot in the City that does not abutting FM 1431, other than an on-premises sign.~~

On-premises sign. A freestanding sign relating to a business, person, or activity, and installed and maintained on the same premises as the business, person, or activity where the sign is located.

Owner. A person recorded as the owner on official records; the owner of property on which a sign is located is presumed to be the owner of the sign unless facts to the contrary are established.

Commented [586]: The idea is that the only "off-premises" signs allowed are those for businesses not abutting FM 1431

Person. Includes corporation, partnership, association, trust, firm, executor, receiver, trustee, and lessee, as well as an individual.

Planning and zoning commission. The planning and zoning commission of the city.

Portable sign. Any sign not permanently affixed to a building, a structure or the ground and designed or constructed in such a manner that it can be moved or relocated without involving any structural or support changes. This definition includes, but is not limited to, signs on trailers with or without wheels or on other vehicles which are primarily used as signs, but does not include "A" frame signs. Temporary signs excluded.

Commented [SB7]: Most of the temp sign types are considered portable under this definition. I have exempted temp signs from the prohibition of portable signs (below) to fit our intentions.

Premises. A lot or tract within the city or its extraterritorial jurisdiction.

Projecting or hanging sign. Any sign attached to a building and extending in whole or in part more than nine (9) inches from the face of the building. Allowable size does not include supporting structure.

Reflective surface. Any material or device which has the effect of intensifying reflected light, including but not limited to reflective tape, day-glow, glass beads and luminous paint.

Repair. Mending or replacing broken or worn parts with comparable materials.

Residence sign. ~~A sign located on a lot where a residence is located that does not exceed four (4) feet in height, as measured from average grade.~~

Residential plat subdivision. A ~~drawing of parcels of land project~~ containing one or more lots intended for residential development.

Residential Sign. A sign that is designed for the purpose of conveying information or attracting attention through the use of words, graphics, symbols, numbers or letters and is located on a in the R-R, R-1, R-2, R-3, M-1, or M-2 zoning districts.

Right-of-way. The travel area dedicated, deeded or under control of a public agency, including but not limited to, highways, public streets, bike paths, alleys and sidewalks.

Roof Sign. Any sign that is mounted on or above the roof of a building, but excluding a projecting sign, whose principal support fixtures are attached to a wall and a wall sign which is either painted directly on a sloping roof or mounted directly on a sloping roof in the same plane as the roof.

Rotating slat sign. A sign that permits alteration of the sign's message by electric means through the use of motors to rotate vertical or horizontal slats.

Sail Flag. A temporary sign made of fabric, bunting or other lightweight material that is longer than it is wide and is affixed to a pole on one side secured or mounted into the ground so as to allow movement caused by the atmosphere.

Commented [SB8]: "Sail Flag Signs" typically are not secured to the ground, normally they are moved about in front of a business and would fall under temp signs.

Shopping center. Two or more retail stores and/or service establishments, or ~~one retail store and one service establishment combination thereof~~, sharing customer parking area, regardless of whether said stores and/or establishments occupy separate structures or are under separate ownership or on separate lots or tracts of land.

Sign. A name, identification, image, light device or accent, figure, painting, drawing, message, plaque, poster, billboard, banner, description, display or illustration which is affixed to, painted or represented directly or indirectly upon a building, picture, window, piece of land or item of personal property, and ~~which~~that is designed, intended, or used to communicate by text or images and directs attention to an object, project, place, activity, facility, service, event, attraction, person, institution, organization, or business which is visible from any street (both public and private), right-of-way, sidewalk, alley, park, or other public property, lake, or golf course.

Single-family residence sign. A sign located on a lot where a single-family dwelling is located that does not exceed four square feet in area and is not installed more than four feet above average grade.

Stake sign. A temporary sign that utilizes the support structure to anchor the sign to the ground by inserting the support structure into the ground.

Sign area. The total surface including frame and mounting, but shall include only one-half of a freestanding back-to-back sign, provided the freestanding sign's sides are back to back or angled with no greater separation between sides at its widest point than four (4) feet and provided that both sides have the identical sign. In cases where the frame and mounting are part of the building (e.g., letters on a vertical surface of a building or a sign painted on a window or mounted on a mansard roof) or when the frame and mounting could be considered to be a landscape element as in the case of a rock wall, the total surface is the area that would be covered by tracing, using straight lines and right angles, around the perimeter of the letters.

Subdivision. A site with two or more lots.

Subdivision sign. A sign on a lot that has received subdivision approval from the city.

"T" frame sign. A sign that is constructed in such a manner as to form an inverted "T".

Temporary sign. Any sign that is intended or determined by the building official to be displayed for a limited period of time or which is not of a permanent nature, including bandit signs, banner, sail signs, inflatable signs, "A" and "T" frame signs, and stake signs.

Traffic-control sign. A permitted sign for the purpose of identifying parking areas and directing the flow of traffic on private property.

Wall sign. A sign attached to, painted on, or erected against the wall of a building or structure with the exposed face of the sign in a plane parallel to the face of the wall and not projecting more than nine (9) inches from the face of the wall at any point.

Window sign. Signs visible from the public street or sidewalk and are installed or applied on or in a window or door or a sign that is located within three (3) feet of a window.

Commented [CK9]: Does the City want painted wall signs?

Commented [SB10R9]: Yes, we agreed that painted signs are okay as long as they are regulated as wall signs.

Zoning district. A classification assigned to a particular area of the city within which zoning regulations are uniform (see the city zoning ordinance).

(b) Words used in this chapter and not defined in this section shall have their ordinarily accepted meaning.

Sec. 15.02.004 Penalty

Any person convicted of a violation of any provision of this chapter shall be fined in an amount not to exceed five hundred dollars (\$500.00). Each day of violation under this chapter shall be a separate violation.

Sec. 15.02.005 Prohibited acts

It shall be unlawful for any person to do any of the following acts:

- (1) To post, paint, or otherwise exhibit any advertisement, poster, bill, or other notice or sign on any property not owned or controlled by ~~him~~the person, without the permission of the person owning or in control of said property.
- (2) To tear down, remove or otherwise interfere with any notice, sign, advertisement, bill or poster erected by another, unless the same was placed or maintained on the property of the person removing the same, without permission previously given.
- (3) To paint, mark, or write on or post or otherwise affix any handbill or sign to or upon any sidewalk, crosswalk, curb, curbstone, street lamp post, hydrant, tree, shrub, tree stake or guard, railroad trestle, electric light or power or telephone or telegraph wire pole, or wire appurtenance thereof, or upon any fixture of the fire alarm or police system, or upon any lighting system, public bridge, drinking fountain, lifebuoy, life preserver, lifeboat, or any other life saving equipment, street sign or traffic sign. Any handbill or sign found posted or otherwise affixed upon any public property contrary to the provisions of this section may be removed by the police department or other department or individual so designated by the city. The person responsible for any such illegal posting shall be liable for the cost incurred in the removal thereof, and the city administrator is authorized to effect the collection of said costs.
- (4) To place or cause to be placed anywhere within the city or its area of extraterritorial jurisdiction any poster, placard, handbill, or advertising material on any vehicle, or in any location, in such a manner that the same may reasonably be expected to be blown about by the wind. It shall be further presumed that, if a large number of said items are found scattered about and being blown about by the wind, the items were placed in such a manner that they might reasonably be expected to be blown about by the wind.
- (5) To erect, maintain, or paint any sign or other message or outdoor advertising upon a tree, rock, or other natural feature.

(6) To erect within the corporate limits of the city or its extraterritorial jurisdiction any sign, or other outdoor advertising, without having prior thereto obtained a permit therefor, except as specifically exempted by the provisions of this chapter.

(7) To erect within the corporate limits of the city or its extraterritorial jurisdiction any sign not expressly authorized by this chapter or expressly exempted from the provisions hereof.

(8) To maintain any sign required to be registered under the provisions of this chapter without having registered said sign or without having kept current the registration of said sign in accordance with the provisions thereof.

(9) To remove, alter, change, or obscure any official tag, identification or notice which was placed on any outdoor advertising material.

(10) To erect or maintain any sign within the corporate limits of the city or its extraterritorial jurisdiction in violation of or except as authorized by the provisions of this code.

(11) For a permittee to fail to maintain a permitted sign in good repair and appearance and in conformance with all specifications, conditions, and terms included in a permit for the affected sign.

Sec. 15.02.006 Compliance

It shall be unlawful for any person to erect, place, maintain, alter or relocate a sign within the corporate limits of the city or its extraterritorial jurisdiction except in accordance with the provisions of this chapter.

Sec. 15.02.007 Exempt from permit requirements.

The following signs shall be allowed without a permit:

(1) Memorial signs or tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of bronze or other metal if they are four (4) square feet or less in all zoning districts;

(2) Official sign, including notices and notices posted by governmental officers in the performance of their duties, and governmental signs to control traffic or for other regulatory purposes, or to identify streets, or to warn of danger in all zoning districts;

(3) Temporary or permanent signs erected by public utility companies or construction companies to warn of danger or hazardous conditions on the lot, including signs indicating the presence of underground cables, gas lines and similar devices in all zoning districts;

(4) Signs displayed on trucks, buses, trailers or other vehicles which are being operated

in the normal course of a business, provided that the primary purpose of the vehicles is not for display of signs, and provided that they are parked in areas appropriate to their use as vehicles, are normally used in the course of business and are in operable condition, and carry a current and valid license plate and state inspection tag in the GUI, O, B-1, B-2, and I-1 zoning districts.

(5) Any sign located inside a building where the sign face is not visible from outside of the building in the in the GUI, O, B-1, B-2, and I-1 zoning districts.

(6) Residence signs (see Sec. 15.02.215 (a)) not exceeding 4 square feet in area in the R-R, R-1, R-2, and R-3 zoning districts and not exceeding 2 square feet in the M-1, and M-2 zoning districts.

(7) Bandit signs (see Sec 15.02.217 (c)) in all zoning districts located outside the right-of-way and site triangle.

(8) A temporary ~~S~~signs not exceeding four square feet in area and five feet in height, during the period from 120 days before a public election or the time the election is called, whichever is earlier, to five days after the public election in the R-R, R-1, R-2, R-3, M-1, and M-2 zoning districts.

Sec. 15.02.008 Prohibited signs

Any sign not expressly authorized by this chapter or specifically exempted from the provisions hereof, and not located inside a structure, is prohibited within the corporate limits of the city and its extraterritorial jurisdiction. Prohibited signs include, but are not limited to:

(1) ~~Off-premises signs, except for businesses not fronting on~~ Off-premises FM 1431 signs;

(2) Portable signs; with the exception of permitted temporary signs;

~~(3) Exposed neon light tubing which serves to direct attention to a place or building;~~

~~(4)~~(3) Signs located in such a manner as to obstruct or otherwise interfere with an official traffic sign, signal or device, or obstruct or interfere with a driver's view of approaching, merging, or intersecting traffic;

~~(5)~~(4) Except as provided for elsewhere in this chapter, signs placed in, encroaching upon or overhanging a public right-of-way. No sign shall be attached to any utility pole, light standard, street sign pole, tree, or any other public facility located within the public right-of-way;

~~(6)~~(5) Cloth, canvas, paper, soft plastic, balloons, or similar advertising signs or devices other than in rigid frames as provided herein, except temporary signs permitted in this Code;

~~(7)~~(6) Signs that have the appearance of traffic safety signs and lights, or municipal vehicle warnings, from a distance;

Commented [CK11]: I created a new type of sign to distinguish it from a billboard. Billboards are off-premises signs but are prohibited in the ordinance. This distinction may still create constitutional issues, as it may still be considered content based.

Commented [SB12]: This seems necessary because "a" frame signs, etc are "portable"

Commented [CK13R12]: I think I addressed it in the definition of portable sign

~~(8)(7)~~ Freestanding billboards ~~not otherwise authorized under this code;~~

~~(9)(8)~~ Rotating slat signs;

~~(10)(9)~~ EMC signs of Bandit or A-frame style;

~~(11)(10)~~ Roof Signs;

~~(12)(11)~~ Moving Signs.

Commented [CK14]: What's the difference between a billboard and off-premise sign?

Commented [SB15R14]: Refer to the Billboard definition, I believe it clarifies by saying that the billboard must be owned by a third party advertising company.

Sec. 15.02.009 Liability

The provisions of this chapter shall not be construed as relieving or limiting in any way the responsibility of any person, firm or corporation erecting or owning any sign from personal injury or property damage resulting from the placing of the sign, or resulting from the negligence or willful acts of such person, firm or corporation, its agents, employees or workmen, in the design, construction, maintenance, repair or removal of any sign erected in accordance with a permit issued under the provisions of this chapter. Nor shall it be construed as imposing upon the city or its officers, employees, or planning and zoning commission any responsibility or liability by reason of the approval of any sign, materials, or devices under the provisions of this chapter.

Secs. 15.02.010 Substitution clause

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(1) Signs containing noncommercial speech are permitted anywhere that signs regulated by this chapter are permitted, subject to the same regulations applicable to the type of sign used to display the noncommercial message. No provision of this chapter prohibits an ideological, political, or other noncommercial message on a sign otherwise allowed and lawfully displayed under this chapter.

(2) The owner of any sign allowed and lawfully displayed under this chapter may substitute non-commercial speech in lieu of any other commercial or noncommercial speech, with no permit or other approval required from the City solely for the substitution of copy.

(3) This section does not authorize the substitution of an off-premise commercial message in place of a noncommercial or on-premise commercial message.

Secs. 15.02.011–15.02.040 Reserved

Division 2. Permit

Sec. 15.02.041 General requirements

Except as otherwise provided herein, it is unlawful for any person to erect, alter, or relocate within the city or its extraterritorial jurisdiction any sign, as defined herein, without complying with the following requirements:

- (1) Completion of a sign application;
- (2) Payment of the required fee (refer to the fee schedule in [appendix A](#) of this code); and
- (3) Review and approval by the building official, as set out in this chapter.

Sec. 15.02.042 Contents of application

An application for a sign permit shall contain the following information:

- (1) Name, address, telephone number and email address of the applicant and date of application;
- (2) Name, address, telephone number and email address of the ~~business or organization~~person for which the sign is requested;
- (3) Name, address, telephone number and email address of the owner of the property;
- (4) Street address, lot number, block and subdivision of the location of the sign, and the same information for the business location if different;
- (5) The specific sections of this chapter under which the application is being made;
- (6) Position of the sign on the building or on the ground, in both site plan view drawn to scale and elevation views drawn to scale;
- (7) Three (3) sets of scaled drawings of the plans and specifications, including size and color of the sign and its various parts, lighting, type of material of which it is fabricated and the method of attachment to the building or to the ground and indicating associated landscaping;
- (8) A color sketch or color photograph of the sign and building, as well as any contiguous street or building in order to display how they would appear in relation to one another;
- (9) Name of the person or persons constructing or erecting the sign, if different than the applicant;
- (10) Written consent of the owner of the building, structure, or land to which or on which the sign is to be erected; and
- (11) If required by this chapter, a copy of stress sheets and calculations showing that the structure is designed for dead load and wind pressures in any direction in the amount required

by this chapter and all other laws and ordinances of the city; and

~~(13)(12)~~ Linear feet of building frontage.

Sec. 15.02.043 Representations by applicant to conditions of permit

All representations, whether oral or written, made by the applicant or his agent on behalf of the application for a sign permit under this chapter become conditions upon which a permit is issued. It shall be unlawful for the permittee to vary from such representations unless the permittee first makes application, as required by the provisions of this chapter, to amend the permit and such amendment is approved in writing by the proper authority.

Sec. 15.02.044 Fees

At the time the building department accepts the sign application, the applicant shall pay the required fee per the fee schedule in appendix A of this code. An application may include all the signs for a single lot or tract.

Sec. 15.02.045 ~~Filing of application;~~ Rreview and approval

The procedures to be followed in fulfilling the intent of the sign provisions of this code are as follows:

~~(1) — A sign application must be obtained from the building department staff.~~

~~(2) — The sign application must be properly completed, signed and dated, and returned to the city, along with three (3) copies each of the application, drawings, details, etc. or submitted online through www.mygovernmentonline.org.~~

~~(3) — The application must be accompanied by the fee as required by the fee schedule in appendix A of this code.~~

~~(4)(1)~~ The building official shall review and accept the properly completed sign permit application. The building official will then refer the application, signed and dated, to the city inspector after having determined that the sign meets the general requirements of this chapter.

~~(5)(2)~~ The building official will review the sign application permit as soon as practicable, but no later than ten days following receipt of the sign application; if a pre-construction inspection is required, the building official will so notify the applicant and refer the application to the building inspector for pre-construction inspection.

~~(6)(3)~~ The building official will approve, reject or approve, upon conditions consistent with the provisions of this chapter, the sign application permit based upon its conformance with the provisions of this chapter.

~~(7)(4)~~ Upon the approval by the building official, the applicant will be duly notified of the building official's decision; provided, however, that the building official shall notify the applicant of the decision no later than fifteen days following the receipt of the sign permit

Commented [CK16]: What is it required since the ordinance doesn't regulate signs based on percentage of building wall?

Commented [SB17R16]: I've considered that myself, don't think we need to go any further.

application.

~~(8)~~(5) Upon the conclusion of the construction and erection of the approved sign, the applicant will apply for a certificate of sign inspection from the city inspector.

~~(9)~~(6) The city inspector will inspect the sign in its proper location and will, if the sign is found to be in compliance with the approval, issue the certificate of inspection completing the sign application procedures.

~~(10)~~(7) If the city inspector fails to issue a certificate of inspection, or the sign application does not meet the technical requirements, including but not limited to size, height, and number, of this chapter, the building official may deny the application. Upon rejection of the sign application permit by the building official, notification will be given in writing to the applicant defining the reason for disapproval and making recommendations to bring the sign into conformance with the provisions of this chapter. The applicant may resubmit a modified application.

Sec. 15.02.046 Appeals

Appeal from any administrative action or determination by the building official pursuant to the provisions of this chapter may be filed with the city's board of adjustments and appeals by any applicant within twenty (20) days following the date of the rejection, conditional approval or other determination. The board shall decide the appeal at the next meeting for which notice can be prepared following the first hearing, but not later than sixty (60) days after the appeal is filed. See Sec. 1.05.085 Appeals.

Sec. 15.02.047 Transfer of permit.

Upon the sale of a business or property, an existing valid sign permit may be transferred to the new owner ~~provided that only the lettering, logo, and/or color of the sign is changed.~~ Any changes in the type of construction, the type of material of which the sign is fabricated, the structure of the sign, the size of the sign, or the method of attachment to the building or to the ground will require a new application for a permit. A transfer of sign application will be filed containing the information required in [section 15.02.042](#), subsections (1), (2), (3) and (4), plus reference to the existing sign permit. No additional fee is required for the transfer of a sign permit under this section.

Secs. 15.02.048–15.02.080 Reserved

Division 3. Variances

Sec. 15.02.081 Generally

(a) In order to lessen practical difficulties and prevent unnecessary physical hardships, variances from the regulations may be granted. A practical difficulty or unnecessary physical hardship may result from the size, shape, or dimensions of a structure, or the location of the structure, from topographic or physical conditions on the site or in the immediate vicinity, or from other physical

limitations, locations, or traffic conditions in the immediate vicinity. Cost or inconvenience to the applicant of strict or literal compliance with regulations should not be the sole reason for granting a variance.

(b) A variance may be granted with respect to any regulation contained in this chapter in accordance with the procedures set forth herein.

Sec. 15.02.082 Application

Application for a variance shall be made upon a form provided by the city. The variance application shall include the application for a sign permit and shall also state the applicant's reasons for requesting a variance in accordance with the criteria set forth in this chapter.

Sec. 15.02.083 Fee

The city council shall set a variance fee sufficient to cover the cost of city staff time and other expenses incidental to the review of the application. The fee shall be paid at the time of application and shall not be refundable. (Refer to the fee schedule in [appendix A](#) of this code.)

Sec. 15.02.084 Hearing

Upon receipt of a variance application, a date for a hearing before the board of adjustments and appeals shall be set, and city staff shall notify the applicant of the date and time of the hearing.

Sec. 15.02.085 Action by board

Within twenty (20) days of the closing of a hearing on a variance application, the board of adjustments and appeals may approve the application as submitted, or it may approve the application subject to such modifications or conditions as it deems necessary to accomplish the purpose of this chapter, or it may deny the application.

Sec. 15.02.086 Criteria for approval

Before the board of adjustments and appeals acts on a variance application, the applicant must prove physical hardship, and the board of adjustments and appeals must find that:

- (1) There are special circumstances or conditions applying to the land, buildings, topography, vegetation, sign structures or other matters on adjacent lots, or within the adjacent right-of-way, which would substantially restrict the effectiveness of the sign in question; provided, however, that such special circumstances or conditions are unique to the particular business or enterprise to which the applicant desires to draw attention, and do not apply generally to all businesses or enterprises;
- (2) Such special circumstances were not created by the applicant or anyone in privity with the applicant; The granting of the variance will be in general harmony with the purpose of this chapter and will not be materially detrimental to the persons residing or working in the

vicinity, to the adjacent property, to the neighborhood, or to the public welfare in general; and

- (3) The variance applied for does not depart from the provisions of this chapter any more than is required to identify the applicant's business or use.

Secs. 15.02.087–15.02.120 Reserved

Division 4. Registration of Existing Signs in Extraterritorial Jurisdiction

Sec. 15.02.121 Required; exemptions

Each owner of a sign located within the extraterritorial jurisdiction of the city shall register the sign with the building official; provided, however, that those signs for which no permit would be required under the provisions of this chapter are excepted from the registration requirements set forth in this section. All signs previously registered under prior sign ordinances of the city are not required to be re-registered. The registration shall be on a form provided by city staff.

Sec. 15.02.122 Information required

The owner of a sign required to be registered pursuant to this division shall provide the following information on the registration form:

- (1) Name, address, telephone number and email address of the owner;
- (2) Location and street address of the building or structure upon which the sign is located or other information necessary to positively identify the location of the sign;
- (3) Specification of the overall height and length of the sign, the material of which the sign is constructed, the position of the sign on the building or on the ground, and the lighting and pole support, if any;
- (4) Color photograph or sketch depicting the sign and the location at which or building on which it is displayed;
- (5) Date on which the sign was erected and cost of construction of the sign.

Sec. 15.02.123 Sworn statement of truth of information

Each registration shall include the owner's statement under oath that the facts set forth and the information contained therein are true and correct.

Sec. 15.02.124 Effect of expansion of extraterritorial jurisdiction

In the event additional territory is hereafter included within the extraterritorial jurisdiction of the city, all signs subject to the registration provisions of this division shall be duly registered within ninety (90) days of the date on which such additional territory comes within the city's extraterritorial

Commented [CK18]: I did not review this section by 7/26/21

Commented [SB19R18]: Nothing about this section has been added, this section stands as it was before we started making reforms, probably doesn't need review

jurisdiction.

Secs. 15.02.125–15.02.160 Reserved

Division 5. Design Guidelines

Sec. 15.02.161 Materials

Material used in the erection and construction of permanent signs and their support structures should be of rigid construction and predominantly consist of masonry, rough cedar, redwood, metal, or other weather-resistant material. Reflective surfaces are not allowed.

Sec. 15.02.162 Lighting

Lighting should be of no greater wattage than is necessary to make the sign readable at night and shall comply with ~~the Dark Sky Ordinance 2021-O-586 has a Chapter 3 of this code. All permanent signs may be non-illuminated, illuminated by internal, internal indirect (halo), or lit by external indirect illumination, unless otherwise specified. All illumination signs shall be extinguished at 11:00 p.m. or within one hour of the end of normal business hours, whichever occurs later. Sign illumination may not utilize any unshielded light source such as neon or fluorescent tubing or bare incandescent bulbs.~~ No sign shall be illuminated, in whole or in part, where the illumination is intermittent or varies in color or intensity from time to time, nor shall any sign be so illuminated that it interferes with traffic or with the effectiveness of, or obscures, an official traffic sign, device or signal. The use of searchlights is prohibited.

Sec. 15.02.163 Safety requirements

(a) Wind load pressure. Any sign, as defined in this chapter, which will have a height in feet above ground, as measured above the average level of the ground adjacent to the highest point of the proposed structure, of more than eight (8) feet, shall be designed and constructed as recommended by a structural engineer to withstand wind load pressures in pounds per square foot as set out in the following table:

Wind Load Pressures in Pounds per Square Foot

Height, in Feet above Ground, as Measured Above the Average Level of the Ground Adjacent to the Structure	Pressure, Pounds per Square Foot
8 feet or less	N/A
Greater than 8 to 30	20

(b) Electrical requirements. All sign lighting shall utilize ground fault interceptors in the electrical supply circuit.

(c) Traffic safety. No sign shall obstruct visibility or otherwise cause a traffic hazard.

Secs. 15.02.164–15.02.210 Reserved

Division 6. Regulations for Specific Types of Signs

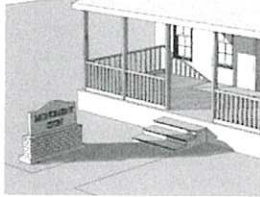
Sec. 15.02.211 Applicability

The criteria set forth in this division shall be in addition to all other criteria as applicable and provided in this chapter.

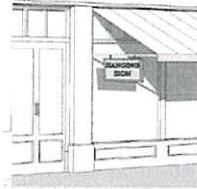
Sec. 15.02.212 Sign Categories and Example Illustrations

The following are example sign type illustrations and a listing of sign types permitted by zoning district under the provisions of this chapter:

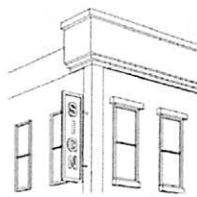
Monument/Freestanding Sign



Hanging Sign



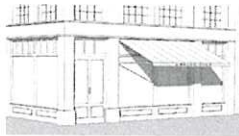
Projecting Sign



Wall Sign



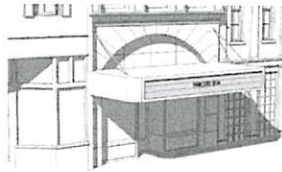
Awning Sign



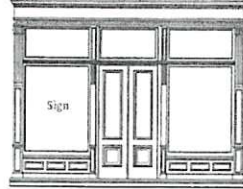
Canopy Sign



Marquee Sign



Window Sign



Bandit Sign



Banner Sign



Inflatable Sign



"A" Frame Sign



Stake Sign



Commented [SB20]: Updated this illustration and inserted the new 19.10.11 freestanding sign example

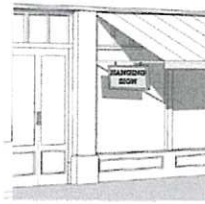
Freestanding Sign



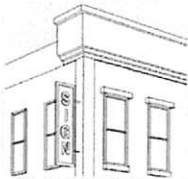
Monument Sign



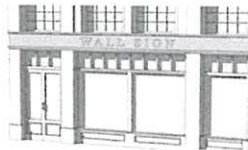
Hanging Sign



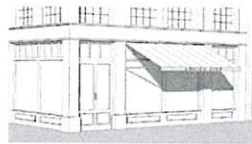
Projecting Sign



Wall Sign



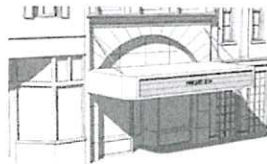
Awning Sign



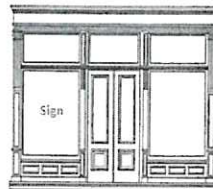
Canopy Sign



Marquee Sign



Window Sign



Baudit Sign



Banner Sign



Inflatable Sign



"A" Frame Sign



Stake Sign



Section	Sign Type	Permitted Zoning District	Duration	Quantity* (See section 15.02.214)	Permit Required
15.02.214(b)-(d)	Freestanding	GUI, O, B-1, B-2, I-1	Indefinite	1*	Y
15.02.214(a)(2)	Monument	GUI, O, B-1, B-2, I-1	Indefinite	1 in place of Freestanding sign	Y
15.02.214(e)-(f)	External Entrance	GUI, O, B-1, B-2, I-1	Indefinite	1*	Y
15.02.214(h)	Commercial Subdivision	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.214(j)	Traffic-control	All	Indefinite	N/A	Y
15.02.214(k)	Awning	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.214(l)	Canopy	GUI, O, B-1, B-2, I-1	Indefinite	1*	Y
15.02.214(m)	Marquee	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.214(n)	Window	GUI, O, B-1, B-2, I-1	Indefinite	N/A	Y
15.02.214(o)	EMC (Electronic Messaging Center)	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.215(a)	Residence	R-R, R-1, R-2, R-3, M-1, M-2	Indefinite	1 per dwelling unit	Y
15.02.215(b)	Multi-Family or Residential Subdivision	R-R, R-1, R-2, R-3, M-1, M-2	Indefinite	1*	Y
15.02.217(a)	Bandit	All	Thursday 5:00PM-Monday 8:00AM	2 per intersection per resident/business	N
15.02.217(b)	Banner/Sail	All	Max. 2 weeks 2 times per calendar year with time frame indicated on permit application	1	Y
15.02.217(c)	Inflatable	All	Max. 30 days per applicant per calendar year	1	Y
15.02.217(d)	"A" and "T" Frame	All	Sunrise-Sunset	1	Y
15.02.217(e)	Stake	All	Max. nine (9) months per calendar year	1	Y

Sec. 15.02.213 Common Signage Plan

(a) Applicability. Prior to the issuance of ~~a sign-the building~~ permit for ~~a multi-tenant complex one or more buildings or businesses on the same lot or parcel of land~~, ~~the owner or representative shall submit~~ a common signage plan in accordance with the requirements of this section ~~may be submitted by the owner of the lot~~ for review by the building official.

(b) Information. Requirements for a Common Signage Plan application include:

- (1) Name, address, telephone number and email address of the applicant and date of application;
- (2) Name, address, telephone number and email address of the owner of the property;
- (3) Street address, lot number, block and subdivision of the location of the sign, and the same information for the business location if different;
- (4) Position of proposed future signs on the building or on the ground, in both site plan view drawn to scale and elevation views drawn to scale;
- (5) Three (3) sets of scaled drawings of the proposed future signs, including size, and color of the sign and its various parts, lighting, type of material anticipated to be used in construction. These specifications should be uniform or similar in design and construction to illustrate the intended final appearance of all signage located on the lot or parcel of land; ~~and~~
- (6) Linear feet of building frontage.

(c) Effect. Approval of a common signage plan authorizes the submittal of a sign permit in conformance with the common signage plan.

(d) Required. Common signage plans are required ~~to be submitted with all site development plan applications when applicable for multi-tenant complexes.~~

Sec. 15.02.214 Commercial signs

(a) General provisions.

- (1) The total sign area of all categories of signs shall not exceed 120 square feet for an individual business.
- (2) A ~~M~~monument sign may be installed in lieu of a freestanding sign but may not block views of traffic exiting driveways or side streets. Monument signs shall not exceed 8 feet in height and 12 feet in width and must comply with maximum area and location requirements for the category of freestanding sign it is installed in lieu of.
- (3) Freestanding signs shall ~~have a maintain a~~ spacing distance of a minimum of 100 feet along all roadways, ~~with the exception of except F~~freestanding signs ~~for~~ ~~Individual businesses within a multi-tenant complex will shall maintain have~~ a spacing distance of a minimum of 30 feet.

Commented [CK21]: When is a common signage plan required?

Commented [SB22R21]: I think this makes the most sense in terms of which businesses would have a need for uniform signage. The owner of the complex should submit a common signage plan before a tenant can get permits for a sign to ensure that individual signs are of an approved design by the complex.

Commented [CK23R21]: I added that the signage plan should be submitted at time of building permit for the multi-tenant building.

(4) No more than one freestanding or monument sign is permitted on each lot, except as otherwise specifically provided in this section.

~~(5) — Lighting should be of no greater wattage than is necessary to make the sign readable at night and shall comply with Dark Sky Ordinance 2021-O-586. All lighting shall be direct or indirect lighting as defined herein. No sign shall be erected which contains or is illuminated, in whole or in part, by any flashing, intermittent or moving light or intermittent message of any nature, nor shall any sign be so illuminated that it interferes with the effectiveness of, or obscures, any official traffic sign, device or signal. The use of searchlights is prohibited.~~

(5) Freestanding signs on lots abutting FM 1431 shall be 20 feet from the roadway. Freestanding signs on lots abutting other public streets shall comply with the building setbacks in the zoning district.

(6) One (1) freestanding sign is permitted on the major traffic street or public way upon which the building abuts. If a building has two or more public entrances on distinct, separate public streets, then one (1) additional freestanding sign with a maximum area of one-half the size of the first sign is permitted.

(7) The sign base of freestanding signs shall be similar to the building materials and colors. Address numbers shall be a minimum of 4 inches in height with a minimum stroke width of ½ inch. The sign base shall be solid and no higher than 24 inches. Columns supporting the sign shall be no more than 24 inches in width.

(8) If more than one sign is permitted on one lot, then the design of signs shall be uniform or similar construction.

(9) ~~Landscaping~~. Landscaping shall be installed around the base of all freestanding signs and comply with the following:

(A) The landscaped area shall be a minimum of one hundred twenty (120) square feet, ~~except landscaping for a freestanding sign for a single tenant building, commercial subdivision signs, multifamily or residential subdivision signs, and EMC signs shall be a minimum of one hundred (100) square feet.~~

(B) All landscaped areas shall be maintained in a neat and healthy condition.

(C) A landscape plan shall be submitted with the sign permit application.

(b) Freestanding signs: Multi-tenant complex sign are permitted as follows.

Type	Max. Height	Max. Width	Max. Area	Qty (per lot) ¹	Location
Freestanding: Multi-tenant complex on FM 1431	14 ft. with a clearance from ground of 6 ft.	12 ft.	32 sq. ft. per tenant with a maximum of 128 sq. ft for all tenants combined	1*	20 ft. setback from roadway

Commented [CK24]: What type and how much?

Commented [SB25R24]: Good question. I discussed with Cindy and she was curious if this was possibly addressed in the new Landscape Ordinance?
I would venture to guess that the landscape inspection for these sign types would be required to be to the Building Official's satisfaction. I know that's vague and subjective, but to an extent that is how we conduct landscape inspections for new homes right now (other than a few particular requirements) until the new ordinance is passed.

Commented [CK26R24]: Great idea. I skimmed the landscape ordinance but didn't notice a requirement to install landscaping. Should it be added to the landscape ordinance?

Commented [CK27R24]: I talked with Cindy. Landscaping will be included in the sign ordinance.

Commented [CK28]: Recommend striking this column and adding general location requirements to commercial sign requirements above.

Commented [SB29R28]: That sounds good to me.

Freestanding: Multi-tenant complex on all other streets	12 ft. with a clearance from ground of 6 ft.	8 ft.	24 sq. ft. per tenant with a maximum of 48 sq. ft. for all tenants combined	1*	Within the building setbacks of the property lines
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* See Sec 15.02.214(6).

*Number. One (1) sign on the major traffic street or public way upon which the building abuts. If a building has two or more public entrances on distinct, separate public streets, proposals for one additional freestanding sign with a maximum area of one-half the size of the first sign are allowed.

(1) Design. The sign base or holder shall match or be similar to the building. Address numbers shall be a minimum of 4" in height with a minimum stroke width of 1/2". The sign base shall be solid and no higher than 24 inches. Columns holding the sign shall be no wider than 24 inches.

(1) Landscaping. Shall be as follows:

(-) A landscaped area of one hundred twenty (120) square feet at the base of the sign.

(-) All landscaped areas shall be maintained in a neat and healthy condition.

(-) A plan showing the landscaping must be submitted with the application.

(c) Freestanding signs: Individual business tenant within a multi-tenant complex are permitted as follows: Except as provided in this chapter, one freestanding sign for is permitted for an individual business tenant with a separate exterior entrance within a multi-tenant shopping center or office complex are permitted for tenants who have their own that has a separate exterior entrances. No freestanding sign for an individual tenant shall and are only be permitted when a multi-tenant complex sign is not present/provided by the complex located on the same lot.

Type	Max. Height	Max. Width	Max. Area	Qty ¹	Location
Freestanding: Individual tenant in a multi-tenant complex on FM 1431	14 ft. with a clearance from ground of 6 ft.	12 ft.	24 sq. ft.	1*	20 ft. setback from roadway
Freestanding: Individual tenant in a multi-tenant complex not abutting FM 1431	12 ft. with a clearance from ground of 6 ft.	8 ft.	12 sq. ft.	1*	Within the building setbacks of the property lines

* See Sec 15.02.214(6)

Commented [CK30]: Does this requirement apply if the businesses are on separate platted lots?

Commented [SB31R30]: If the businesses are on separate lots, then they are on separate properties. No structure in Jonestown will "overlap" lots without being re-platted into a combined lot. It would not be possible. For example, a multi-tenant shopping center would not be permitted to be built in Jonestown if the proposed structure overlapped plats. They would be required to re-plate into one lot first.

Commented [CK32R30]: What about big box/formula stores in separate buildings but part of same development project? Can the big box store have an individual tenant sign when there is a multi-tenant complex sign?

*Number. One (1) sign on the major traffic street or public way upon which the building abuts. If a

building has two or more public entrances on distinct, separate public streets, proposals for one additional freestanding sign with a maximum area of one-half the size of the first [sign are allowed.]

(1) Design. The sign base or holder shall match or be similar to the building. Address numbers shall be a minimum of 4" in height with a minimum stroke width of 1/2". The sign base shall be solid and no higher than 24 inches. Columns holding the sign shall be no wider than 24 inches. If more than one sign is permitted, the designs shall be uniform or of similar construction.

(2) Landscaping. Shall be as follows:

(-) A landscaped area of one hundred twenty (120) square feet at the base of the sign.

(-) All landscaped areas shall be maintained in a neat and healthy condition.

(-) A plan showing the landscaping must be submitted with the application.

(d) Freestanding signs: Single business within a singletenant building are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty (per lot) ¹	Location
Freestanding: Single business within a single-tenant building on FM 1431	14 ft. with a clearance from ground of 6 ft.	12 ft.	48 sq. ft.	1*	20 ft. setback from roadway
Freestanding: Single business within a single-building-tenant building on all other streets	12 ft. with a clearance from ground of 6 ft.	8 ft.	24 sq. ft.	1*	Within the building setbacks of the property lines

¹ See Sec 15.02.214(6)

*Number. One (1) sign with two sides on the major traffic street or public way which the building abuts. If a building has two or more public entrances on distinct, separate public streets, proposals for one (1) additional freestanding sign with a maximum of size of one-half of the first sign [are allowed.]

(0) Design. The sign base or holder shall match or be similar to the building. Address numbers shall be a minimum of 4" in height with a minimum stroke width of 1/2". The sign base shall be solid and no higher than 24 inches. Columns holding the sign shall be no wider than 24 inches. If more than one sign is permitted, the design shall be uniform or of similar construction.

(0) Landscaping. Shall be as follows:

(-) A landscaped area of one hundred (100) square feet.

(-) All landscaped areas shall be maintained in a healthy, neat and clean condition.

Commented [CK33]: Same comment as above. Please clarify.

Commented [SB34833]: I like how you listed this in general landscaping. Looks good to me.

A plan showing the landscaping must be submitted with the application.

- (e) External entrance signs: Multi-tenant complex and individual businesses within a multi-tenant complex are permitted to have external entrance signs for individual businesses within a multi-tenant complex are only permitted for tenants who have their own separate individual exterior entrances. See (13) Special provisions.

Commented [CK35]: Who are these signs limited to? Tenants with storefront doors? When if a coffee shop is located inside a grocery store. Does the coffee shop get a sign?

Commented [SB36R35]: This comes out of a desire to keep the market "flat" businesses from being overrepresented signs per CMC and City Council. It also was a delineation that existed in a round in an ordinance that I was working with, but did not insert. If a coffee shop is located within a grocery store, then they would have to coordinate with the grocery store to have their info included with the grocery store into one external and/or freestanding sign. I don't regulate how many businesses they want to advertise on the sign, but they can only have one of each of them is only one entrance. Multi-tenant complexes sign could freestanding sign would also be an option in that scenario.

Type	Max. Height	Max. Width	Max. Area	Qty	Location
External entrance: Multi-tenant complex on FM 1431	Cannot exceed the height of the structure on which it is mounted and has a pedestrian clearance of 6 ft. to the ground	12 ft.	32 sq. ft.	1*	**See below
External entrance: Multi-tenant complex not abutting FM 1431	Cannot exceed the height of the structure on which it is mounted and has a pedestrian clearance of 6 ft. to the ground	8 ft.	24 sq. ft.	1*	**See below

*Number. One (1) sign is permitted per roadway on which the building abuts, with a maximum of two (2) signs of equal size.

** Location. The sign shall be perpendicular to, hung from, or attached to a projecting structural element of the exterior wall of the individual business or organization tenant, adjacent to the street, parking lot or major roadway on which the building abuts.

(0) Design. All signs in a multi-tenant shopping center or office complex will shall be uniform or of similar construction in design, size, and shape; however, no additional fee shall

be required for new signs when the sign applicant certifies that the proposed new sign meets with the uniform design.

Landscaping. Not applicable.

(2)(1) Special provisions. Special provisions shall be as follows:

(A) In addition to all other signs permitted by this chapter, each An individual business with an external public entrance may display one (1) sign either on, inside, or near each such entrance. SuchThe signs willshall not exceed twelve (12) square feet of sign area with a maximum width of four (4) feet in width.

(f) External entrance signs: Single business within a singletenant building are permitted as follows: Building-mounted, wall, hanging or projecting wall, single business-External entrance signs shall be regulatedare permitted- as follows:

Type	Max. Height	Max. Width	Max. Area	Qty ¹	Location
External entrance: Single Tenant on FM 1431	Cannot be mounted above the roof of the structure exceed the height of the structure on which it is mounted and has A pedestrian clearance of 6 ft. to the ground	12 ft.	32 sq. ft.	1	Street frontage On the building or structure facing the vehicular street which the building entrance abuts.
External entrance: Single Tenant not abutting FM 1431	Cannot be mounted above roof of the structure exceed the height of the structure on which it is mounted and has a pedestrian clearance of 6 ft. to the ground	8 ft.	24 sq. ft.	1	Street frontage On the building or structure facing the vehicular street which the building entrance abuts.

(0) Landscaping. Not applicable.

(+)(g) Businesses on lots not abuttingOff-premises FM 1431 sign. Any businesses on a lot not fronting on FM 1431 shall be entitled to may install one directional sign from FM 1431, located at the nearest street accessing the business from FM 1431, except if a multi-tenant complex, then each tenant's directional sign shall be a part of or on one sign with each tenant's individual part of the sign

Commented [CK37]: I don't understand this sentence

Commented [SB38R37]: I think we should eliminate the verbage and let this regulation fall under the general design provisions.

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Commented [CK39]: I can't delete the text of this cell. I suggest revising to state "It cannot be mounted above a roof of structure." That would be considered a roof sign.

Commented [SB40R39]: I suggested

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Commented [CK41]: I can't delete the text of this cell. I suggest revising to state "It cannot be mounted above a roof of structure." That would be considered a roof sign

Commented [SB42R41]: I corrected

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Commented [CK43]: This section is confusing.

This is an off-premise sign. Can businesses on FM 1431 have off-premises signs?

Commented [SB44R43]: No, it is intended only for "businesses not abutting FM 1431"

Commented [CK45R43]: I renamed to "Off-premises FM 1431 sign. This may still be considered a content based sign. The pending *City of Austin v. Reagan National* United States Supreme Court case may change how the City can define off-premises signs.

~~directional sign is located on the lot.~~ The business ~~must~~ shall be ~~one-situated~~ located on commercially zoned property ~~located off of adjacent to~~ FM 1431. This section shall not apply to any other zoning classification, such as a home-based business located on residentially zoned property. The applicant must include a copy of a valid lease or agreement ~~authorizing the sign with the property and the owner for of~~ the property ~~where the sign will be located, with~~ shall sign the sign application.

(1) Freestanding sign: Multi-tenant directional sign are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Businesses not abutting FM 1431: Multi-tenant	14 ft. with a clearance from ground of 6 ft.	12 ft.	32 sq. ft.	1	Nearest street accessing the business from FM 1431 with a 20 ft. setback from the roadway

Commented [CK46]: Does this mean road or property line?

Commented [SB47R46]: Road, this was determined by our Building Official to be measured from the roadway

(A) Maintenance of sign. The owner of the office building is considered the owner of the sign and is responsible for sign maintenance, repair and removal. If a tenant moves out of the multi-tenant building, the owner ~~must~~shall remove the obsolete panel from the sign within 30 days.

(B) General design. ~~each~~An individual tenant's sign shall ~~have one section of the sign no larger than~~not exceed 2 feet by 4 feet.

(C) Design. The sign base ~~or holder~~ shall be constructed of masonry to match or be similar to the building. The sign base shall be solid and no higher than 24 inches. Columns ~~holding~~supporting the sign shall be no ~~wider~~more than 24 inches in width. If more than one sign is permitted, the designs shall be uniform or of similar construction.

~~(D) — Landscaping. Landscaping shall be installed around the base of the freestanding sign. Landscaping shall be as follows and shall comply with the following:~~

~~(-) — The landscaped area shall be Aa minimum of 100 square feet around the base of the sign.~~

~~(-) — The landscaped area shall be maintained in a neat and healthy condition.~~

~~(-) — A landscape plan showing the landscaping ~~must~~shall be submitted with the sign permit application.~~

(2) Freestanding sign: Single business directional sign are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Businesses not abutting FM 1431: Single Business	14 ft. with a clearance from ground of 6 ft.	12 ft.	32 sq. ft.	1	Nearest street accessing the business from FM 1431 with a 20 ft. setback from roadway

(3) Responsibility for maintenance and removal. The owner and/or manager of the multi-tenant commercial or office complex and the owner and/or manager of a single business are considered the owners of the sign and are responsible for sign maintenance, repair and removal. The sign must be removed within thirty (30) days of the termination of the lease or

agreement allowing the sign to be placed on the property or within thirty (30) days of the business closing.

(h) Freestanding sign: Commercial subdivision signs are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty. ¹	Location
Commercial subdivision on FM 1431	6 ft.	12 ft.	36 sq. ft.	1*	20 ft. setback from roadway
Commercial subdivision not abutting FM 1431	6 ft.	12 ft.	24 sq. ft.	1*	Within the building setbacks of the property lines

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¹ See Sec 15.02.214(6)

* Number. One (1) sign on the major traffic street or way which the project abuts. If a project has two or more public entrances on distinct, separate public streets then a second sign one-half the size of the first and of uniform design is allowed.

(4) (1) Design. The sign shall be constructed of masonry. Address numbers shall be a minimum of 4" in height with a minimum stroke width of 1/2".

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(4) Landscaping. Landscaping shall be as follows:

(-) A minimum of 100 square feet around the base of the sign.

(-) All landscaped areas shall be maintained in a neat and healthy condition.

(-) A plan showing the landscaping must be submitted with the application.

(j) Traffic-control signs: Multi-tenant are permitted as follows:- ~~Traffic-control signs upon private commercial multi-tenant property shall be regulated as follows:~~

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Traffic Control: Multi-tenant	No part of the sign shall extend above 4 ft. from average grade	2 ft.	2 sq. ft.	N/A	Within the <u>required</u> building setbacks of the property lines, but with approval from the Chief of Police for any sign placed adjacent to a public street or right of way.

Commented [CK48]: Is there a limit on number of these signs?

Commented [SB49R48]: No, it should be whatever amount is needed to control traffic.

Commented [CK50R48]: Who makes the determination?

(1) Design. ~~If more than one sign is used, then the design must be.~~ All signs must have uniform design throughout.

(2) ~~Landscaping.~~ Not applicable.

(4)(2) Special provisions ~~requirements.~~ Special provisions shall be as follows Traffic control signs:

(A) ~~M~~ ay be either freestanding or wall-mounted, ~~with the same size requirements; and~~

(B) ~~All traffic control signs~~ shall be of uniform design. ~~No~~ An individual sign shall ~~be approved unless it conforms to an overall sign program for the entire site submitted by the applicant.~~

Commented [CK51]: Is this the same as the "common sign plan"?

Commented [SB52R51]: I think it is trying to say that all traffic control signs on a lot should be uniform in design. Maybe we should eliminate this verbiage and use general provisions for guidelines here?

(k) Awning signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Awning	3 ft.	12 ft.	36 sq. ft.	1	Attached to a building with a maximum depth <u>projection</u> of 4 ft. and a minimum ground clearance of 7 ft.

Commented [CK53]: Is the maximum area of the sign by the building?

Commented [SB54R53]: like sign

Commented [CK55]: What does this mean?

Commented [CK56R55]: is this maximum projection?

Commented [SB57R55]: Yes

Commented [CK58]: Does this mean frame is not allowed?

Commented [SB59R58]: Yes, fabric is not permitted. It could be made of metal, plastic, etc. something that per our regulations

(1) Design. All awning signs shall be attached to a building. The sign must be of solid construction ~~and.~~ ~~The construction~~ the materials must match or be similar to the building ~~on the lot of which the sign is attached.~~

(l) Canopy signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Canopy	3 ft.	12 ft.	36 sq. ft.	1*	Attached parallel to a canopy (<u>see definition</u>); but not extending no more than 2 ft. above or below the canopy structure and with a minimum ground clearance of 7 ft.

* Number. One (1) sign is permitted on the canopy with the major traffic street or way which the project abuts frontage. If a project canopy has two or more public entrances on distinct, separate abuts two public streets, then a second one (1) additional sign of uniform design is allowed.

(1) Design. All canopy signs shall be attached to a ~~structure consisting of a roof, but not walls~~ canopy. The sign must be of solid construction ~~and.~~ ~~The construction~~ the materials must match or be similar to the ~~building on the lot of which the sign is attached~~ canopy.

(m) Marquee signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
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Marquee	8 ft.	20 ft.	160 sq. ft.	1	Attached to a building with a maximum depth <u>projection</u> of 10 ft. and a minimum ground clearance of 10 ft.
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Commented [CK50]: Is it less than maximum projection?

Commented [SB51R60]: Yes

(1) Design. All marquee signs shall be attached to a building façade and project perpendicularly. The sign must be of solid construction ~~and the construction materials must match or be similar to the building on the lot of which the sign is attached.~~

(n) Window sign are permitted as follows:-

(1) Size. Maximum sign area is ten (10) percent of the window area. Signs exceeding ten (10) percent shall be ~~calculated against~~ included in the calculation for the maximum external entrance sign area permitted for the business in (e) or (f) of this section. Refer to the appropriate external entrance sign regulations to determine max area allowable.

(o) Electronic message center (EMC) signs are permitted as follows:*

Type	Max. Height	Max. Width	Max. Area	Qty	Location
EMC: Monument sign	8 ft.	12 ft.	96 sq. ft.		
	Min. Height	Min. Width	Min. Area		
	4 ft.	6 ft.	24 sq. ft.		
EMC sign	Ratio	Max. Width	Max. Area	1	Within the <u>required</u> building setbacks of the property lines
	3:2	1.5 times greater than height	32 sq. ft.		

Commented [CK62]: 12 ft is the min amount sign can

Commented [5863R62]: The max sign area is the max sign area listed for 2 external entrance signs. Depending on the type of business, calculating FM 1433 on maximum sign area or single flat sign can be different.

*Gas/fuel price electronic message signs ~~shall not be subject to~~ are exempt from this subsection (o).

(1) Design. All EMC signs shall be ~~of the monument variety~~ a monument sign category and ~~are not permitted to~~ shall not be attached to a building or other structure. The sign base must be ~~of solid construction from ground level to~~ two (2) feet in height and be constructed of masonry material (brick, stone, block, etc.). The masonry material shall match or be similar to the building on lot which the EMC sign is located. The sign base shall be a minimum of seventy-five percent (75%) of sign's total width.

(2) Lighting. LEDs or similar lighting used in EMC sign messages may utilize more than one color per message. All sign message display times shall be a minimum of ~~15~~ 20 seconds; however time and temperature display readings ~~are allowed~~ may have shorter display durations. Message content transition times shall be limited to no longer than ~~3.5~~ seconds ~~intervals and may dissolve, fade or be instantaneous, with a minimum of 1200 feet between installations on roadways.~~ All EMC signs must be capable of or equipped with automatic dimming control features such as photocells or software timing controls to reduce lighting levels at night to a maximum luminance of 70 LPSF (lumens/square foot). ~~All illuminated EMC signs must maintain this maximum luminance level between one-half hour before apparent sunset and apparent sunrise, as determined by the National Oceanographic and Atmospheric Administration (NOAA).~~ Beacons, chaser lights, or other dynamic frame effects such as rotating, flashing or spinning are strictly prohibited.

(3) ~~Landscaping. Landscaping shall be installed around the base of the freestanding sign. Shall be as follows and shall comply with the following:~~

~~A landscaped area shall be a minimum of one hundred (100) square feet.~~

~~(B) All landscaped areas shall be maintained in a healthy, neat and clean condition.~~

~~A landscape plan showing the landscaping must shall be submitted with the sign permit application.~~

Sec. 15.02.215 Residential signs

(a) ~~Residence signs~~ Signs in R-1 zoning district:

Use	Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Temporary real estate office/model home (Sec. 14.02.066(b)(1))	Commercial sign type	See appropriate commercial sign type chart for specifications					Permitted for duration that lot is used as a temporary real estate office/model home (two years or less)
Bed and breakfast (Sec. 14.05.066(c)(1))	Commercial sign type	See appropriate commercial sign type chart for specifications					Permitted for duration that lot is used as a bed and breakfast

Commented [CK64]: I suggest adding these regulations to the definition of residence signs and deleting this section.

Commented [SB65R64]: I think you are right, adding this to the definition makes sense.

(a)

TypeUse	Type	Max. Height	Max. Width	Max. Area	Qty	Location
Residence: Single-familyTemporary real estate office (Sec. 14.02.066(b))	Monument	No part of the sign shall extend above 45 ft.	N/A	4-24 sq. ft.	1-per dwelling-unit/lot	Within the required building setbacks of the property lines unless affixed to the mailbox structure
Residence: Multi-familyBed and breakfast (Sec. 14.05.066(c))	Monument	No part of the sign shall extend above 25 ft.	N/A	2-24 sq. ft.	1-per dwelling-unit/lot	In front of the individual unit. Within the required building setbacks of the property lines.

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Commented [CK65]: "Is does this mean the address signs 2 feet from the ground?" Is this attached to the dwelling or freestanding?

Commented [SB67R66]: I suppose it should say "if freestanding."

Commented [CK68]: Does this mean all address signs have to be the same?

Commented [SB69R68]: No, we should eliminate this verbiage section.

Commented [CK70]: This reads that if the sign is larger then it's allowed with a permit and fee.

Commented [SB71R70]: Residence signs are supposed to be exempt from permit as long as they fit into these regulations. I agree that changing this section and changing the definition would serve the purpose we are intending here.

(1) ~~Design. Individual multifamily signs will be uniform throughout the development.~~

(3)(1) ~~Exemption from permit. If the proposed conforms to the requirements of this section, no permit and no fee shall be required.~~

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(b) Freestanding Sign: Multifamily or Residential subdivision signs are permitted as follows.

Type	Max. Height	Max. Width	Max. Area	Qty. ¹	Location
Multifamily or subdivision on FM 1431	6 ft.	12 ft.	36 sq. ft.	1*	20 ft. setback from roadway
Multifamily or subdivision not abutting FM 1431	6 ft.	12 ft.	24 sq. ft.	1*	Within the building setbacks of the property lines

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¹ See Sec 15.02.214(6)

* Number. One (1) sign on the major traffic street or way which the project abuts. If a project has two or more public entrances on distinct, separate public streets then a second sign one-half the size of the first and of uniform design is allowed.

(1) Design. The sign shall be constructed of masonry. Address numbers shall be a minimum of 4" in height with a minimum stroke width of ½".

~~(1) Landscaping. Landscaping shall be as follows:~~

~~(-) A minimum of 100 square feet around the base of the sign.~~

~~(-) All landscaped areas shall be maintained in a neat and healthy condition.~~

~~(-) A plan showing the landscaping must be submitted with the application.~~

(c) Traffic-control signs: Multifamily complexes are permitted as follows: Traffic-control signs upon private property within multifamily complexes shall be regulated as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Traffic Control: Multifamily complexes	No part of the sign shall extend above 4 ft. from average grade	2 ft.	2 sq. ft.	N/A	Within the building setbacks of the property lines, but with approval from the Chief of Police for any sign placed adjacent to a public street or right of way.

Commented [CK72]: Is there a limit on number of signs?

Commented [SB73R72]: No

(1) Design. All signs shall be uniform throughout the project and may be wall-mounted or freestanding.

~~(1) Landscaping. Not applicable.~~

~~Sec. 15.02.216 Substitution Clause~~

~~(0) Signs containing noncommercial speech are permitted anywhere that signs regulated~~

Commented [CK74]: This section should be moved to the beginning with general requirements. Seems out of place here.

Commented [SB75R74]: That sounds good. I agree, probably should go somewhere at the beginning of the ordinance

by this chapter are permitted, subject to the same regulations applicable to the type of sign used to display the noncommercial message. No provision of this chapter prohibits an ideological, political, or other noncommercial message on a sign otherwise allowed and lawfully displayed under this chapter.

(0) — The owner of any sign allowed and lawfully displayed under this chapter may substitute non-commercial speech in lieu of any other commercial or noncommercial speech, with no permit or other approval required from the City solely for the substitution of copy.

(0) — This section does not authorize the substitution of an off-premise commercial message in place of a noncommercial or on-premise commercial message.

Sec. 15.02.2176 Temporary signs

(a) Bandit signs are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Bandit	2 ft.	N/A	4 sq. ft.	2 signs per intersection per resident or business	Bandit signs shall not be placed in the public right-of-way and shall not be located within any sight triangle	Thursday 5:00 PM – Monday 8:00 AM

Commented [CK78]: Where may the signs be located?
Anywhere within the City or I.D. so long as there are only two.

Commented [SB77R76]: Yes

(b) Banner or⁴ Sail signs are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Banner	If freestanding, 12 ft. with a pedestrian clearance from ground of 6 ft.	12 ft.	48 sq. ft.	1	10 ft. setback from property line	2 weeks 2 times per calendar year with time frame indicated on permit application

Commented [CK78]: This language is confusing. It seems to only apply to banners hanging over a public street. What if the banner is attached to posts, then does it have to be 6 feet of the ground?

Commented [SB79R78]: Yes, it only applies if it is freestanding (in the ground with post/poles) If NOT freestanding, then no, it does not have to be 6 ft. from the ground.
"6 ft. of ground clearance" is/was intended to allow pedestrians to walk underneath safely, if need be. However, I am fine with eliminating this requirement as you have done already in the Freestanding signs sections. I'm not really sure it is necessary as most sign types do not overhang a walkway/sidewalk.

Commented [CK80R78]: I deleted.

(0) — Landscaping. Not applicable.

(1) Spacing. Spacing of signs shall be a minimum of eighty (80) feet between banners.

(c) Inflatable signs are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Inflatable	30 ft.	N/A	48 sq. ft.	1	Shall be secured to the ground. Shall not float, not to be placed on a roof or suspended from a structure, not encroach into parking spaces, driveways, fire lanes, or rights-of-way.	30 days per applicant per calendar year with time frame indicated on permit application*

*In case of multiple business or tenants located on a single lot or complex, each business is allowed to erect an inflatable sign for thirty (30) days provided that no more than one (1) inflatable sign is located on the lot or complex at any one (1) time and provided a minimum of thirty (30) days transpires between the removal of an inflatable sign permitted by one business and the placement of another inflatable sign permitted by another business.

(d) "A" and "T" frame signs are permitted as follows:-

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
"A" and "T" Frame	5 ft.	N/A	12 sq. ft.	1 per tenant	Shall be located within the building setbacks of the property lines with at least a 4 ft. radius of pedestrian clearance and no closer than 20 ft. from another "A" or "T" frame sign. Shall not be located in required parking spaces.	Sign can be displayed during daytime hours, sunrise to sunset

Commented [CK81]: Can an "A" frame sign be placed on a sidewalk?

Commented [SB82R81]: As long as the walkway, sidewalk, driveway (whenever that work it is placed upon) is big enough to provide 4 ft. pedestrian clearance around the sign.

(e) Stake signs are permitted as follows:- All stake signs are subject to the following area and height restrictions unless otherwise specified:

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Stake	8 ft.	N/A	64 sq. ft.	1	Signs shall be located on private property within the setbacks of the property lines. Signs located on private property away from the sale site shall have permission from the property owner.	Sign to be removed once reason for posting has passed/ceased with time frame indicated on permit application.

Commented [CK83]: Is this considered an off-premise sign?

Commented [SB84R83]: Yes, it can be, if the owners of the sign own a separate, commercial lot in Jonestown not abutting FM 1431

Secs. 15.02.21~~97~~–3.09.260

Reserved

Division 7. Nonconforming Signs

Sec. 15.02.261 Definition

Any sign which would be unlawful or nonconforming hereunder, but for the fact that such sign was lawfully in existence on the date of the passage of this chapter or was previously registered under prior sign ordinances of the city.

Sec. 15.02.262 Authority to order removal; payment of compensation

The city council may, in accordance with the procedures set forth hereinafter, order that any nonconforming sign be removed; provided, however, that the owner of the sign or of the property on which same is located be paid compensable costs pursuant to and in conformity with Tex. Loc. Gov't. Code ~~Ann.~~ section 216.001 et seq.

Sec. 15.02.263 Sign control board

(a) The city council shall appoint a sign control board before administering those provisions of Tex. Loc. Gov't. Code ~~Ann.~~ sections 216.005, 216.008 and 216.009, relating to the removal of nonconforming signs within the corporate limits and the extraterritorial jurisdiction of the city. Said board shall be composed of the following persons:

- (1) Two persons who are real estate appraisers registered with the Society of Real Estate Appraisers or the American Institute of Real Estate Appraisers;
- (2) One person who is engaged in the sign business in the city;
- (3) One person who is an employee of the state department of transportation familiar with real estate evaluations in eminent domain proceedings;
- (4) One person who is an architect or a landscape architect licensed by the state.

(b) Board members are appointed for a term of two (2) years.

Sec. 3.09.264 Notice of hearing

With respect to those nonconforming signs that the city determines shall be required to be removed, the board shall make a diligent effort to provide written notice to the owner of each such sign, and to the owner of the real property on which the sign is located in the case of off-premises signs, by certified mail, return receipt requested, which notice must:

- (1) Advise that the sign is a nonconforming sign;
- (2) Describe the sign by general type and location;

Commented [CK85]: I should not have this section in " 30.21

Commented [SB36R63]: I should not have added it, probably did not mean to add it.

(3) Describe the action required with respect to the removal of said sign, and the applicable procedures to be followed to accomplish same pursuant to this chapter and to Tex. Loc. Gov't. Code ~~Ann-~~section 216.001 et seq., as amended from time to time;

(4) Set a hearing before the board for the purpose of determining the amount of compensable costs to be paid by the city to the owner of the sign and, if applicable, the owner of the property on which same is located.

(b) The board shall give at least ten (10) days' notice of the hearing to the owner of the real property on which the sign is located.

(c) If any party entitled to notice cannot be located, the board shall publish notice in a newspaper of general circulation within the city containing the information set forth in subsection (a) hereinabove.

Sec. 15.02.265 Determination of amount of compensation

The board will determine the amount of compensation to which the owner of the sign that is required to be removed ~~is entitled~~ in accordance with the applicable provisions of sections through 216.014 of the Local Government Code.

Sec. 15.02.266 Exceptions to compensation requirement

The requirements of sections 15.02.261 through 15.02.265 do not apply to the following nonconforming signs, and no compensation shall be owing to the owners of such signs, and such signs shall be removed immediately upon the occurrence of the event specified:

(1) Any sign that was erected in violation of local ordinances, laws or regulations applicable at the time of its erection;

(2) A nonconforming sign for which no legal owner can be found after reasonable efforts have been made to identify and locate said owner;

(3) A nonconforming sign that has become obsolete or substandard under any applicable ordinance of the municipality to the extent that the sign becomes a hazard or danger; or ~~A~~a nonconforming sign that is relocated by the owner thereof.

Secs. 15.02.267–15.02.300 Reserved

Division 8.

Sec. 15.02.301 Required; enforcement

All signs, along with all supports, braces, guys, and anchors, within the city and its area of extraterritorial jurisdiction shall be properly maintained in good repair and appearance at all times and shall conform to all specifications, conditions, and terms included in a permit issued by the

city for the affected sign. The sign display area shall be kept neatly painted or posted at all times. The city administrator shall have the authority to order the painting, repair, or removal of a sign and accompanying landscaping which constitutes a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence or abandonment. The city shall be entitled to seek injunctive relief to obtain the removal of any sign that constitutes a threat to the health or safety of the city.

Sec. 15.02.302 Notice of violation

(a) Before enforcement efforts are undertaken by the city or before prosecution for a violation of this chapter, the building official or code enforcement officer may determine that any sign is erected or maintained in violation of the provisions of this chapter. In that event, the code enforcement officer shall give written notice of the violation either by personal delivery or by certified mail, return receipt requested, to the owner or person entitled to possession of the sign and the owner of the property on which the sign is located, which notice shall:

- (1) State the nature of the violation;
- (2) Direct that the sign be altered or removed, or that the violation otherwise be corrected, to comply with the provisions of this chapter, within ten (10) days of receipt of the notice;
- (3) Advise that a hearing may be requested before the board of adjustments and appeals to determine whether the sign is or has been erected or maintained in violation of this chapter by filing a written application for such a hearing with the building official before the expiration of said ten-day period.

(b) No provision of this section shall be construed to impose a requirement that the city must provide notice and an opportunity for a hearing before the board of adjustments and appeals before the city seeks available penalties for violations of this chapter.

Sec. 15.02.303 Installation of temporary sign when permanent sign is damaged

A temporary sign may be installed in accordance with the provisions of [section 15.02.217](#) if a permanent sign is damaged or destroyed to the extent that the sign is no longer readable. The temporary sign will be allowed for a period of six (6) months or until the permanent sign is repaired or replaced, whichever time period occurs first. A sign permit will be required for the temporary sign, but a permit fee will not be charged.

ORDINANCE 2021-O-__

AN ORDINANCE OF THE CITY OF JONESTOWN, TEXAS, ADDING CHAPTER 15, "SIGNS" TO REGULATE SIGNS IN THE CITY OF JONESTOWN AND EXTRATERRITORIAL JURISDICTION AND REPEALING, CHAPTER 3 "BUILDING REGULATIONS," ARTICLE 3.09, "SIGNS"; CONFLICTING PROVISIONS; SEVERABILITY; EFFECTIVE DATE; CONFIRMATION OF PROPER NOTICE AND MEETING; AND PROVIDING FOR PENALTIES.

WHEREAS, Chapter 3, "Building Regulations," Article 3.09, "Signs" of the City of Jonestown Code of Ordinances contain sign regulations; and

WHEREAS, the City Council of Jonestown has investigated and determined that it would be beneficial and in the best interest of the citizens of the City of Jonestown to amend the sign regulations to comply with a United States Supreme Court decision relating to temporary signs and non-commercial speech and to make other staff recommended revisions based on best practices; and

WHEREAS, the City Council has investigated and determined that it is in the best interest of the citizens of the City to add a separate Chapter 15, entitled "Signs" to the Code of Ordinances for sign regulations and repeal Article 3.09 in Chapter 3.

WHEREAS, the City Council hereby finds and determines that the adoption of this ordinance is in the best interests of the health, safety and welfare of the citizens of the City;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESTOWN, TEXAS, that:

SECTION 1. All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. Chapter 15, "Signs" of the City of Jonestown Code of Ordinances is hereby added with the language in Exhibit "A," attached hereto.

SECTION 3. Chapter 3, "Building Regulations", Article 3.09, "Signs" of the City of Jonestown Code of Ordinances is hereby repealed in its entirety.

SECTION 4. All provisions of the Ordinances of the City of Jonestown in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, and all other provisions of the Ordinances of the City of Jonestown not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so

decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 6. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law requires in such cases provide.

SECTION 7. It is hereby found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 8. Violations of these requirements shall be enforced in accordance with specific sections of this Ordinance and in accordance with **Sec. 1.01.009, General penalty for violations of code; continuing violations**, of the City's Code of Ordinances and as otherwise set out in this Chapter 14.

APPROVED AND ADOPTED by the City Council of the City Jonestown on this the ____ day of ____, 2021.

CITY OF JONESTOWN

Paul Johnson, Mayor

ATTEST:

Rachel Austin, City Secretary

Exhibit A

Chapter 15 Signs

CHAPTER 15.01 GENERAL PROVISION

(Reserved)

CHAPTER 15.02 SIGN ORDINANCE

Division 1. Generally

Sec. 15.02.001 Authority; title

This chapter is adopted under the authority of the constitution and chapter 216 in the Texas Local Government Code, and shall be known and may be cited as the sign ordinance.

Sec. 15.02.002 Purpose; First Amendment rights and applicability.

(a) In general, the objectives of this chapter are to promote the health, safety, welfare, convenience, communication and the landscape quality of the public by regulating the size, color, illumination, movement, location, height, and condition of signs on private property. It shall further be the purpose of this chapter to achieve the following purposes:

(1) Safety. The purpose of this chapter is to provide that:

- (A) No hazard is created due to collapse, wind, fire, collision, decay or abandonment;
- (B) No obstruction is created to firefighting and police surveillance; and
- (C) No traffic hazard is created by confusing or distracting motorists, or by impairing the driver's ability to see pedestrians, obstacles, or other vehicles, or to read the traffic signs.

(2) Communications. The purpose of this chapter is to allow adequate communication through signage by providing that:

- (A) Businesses and services may identify themselves;
- (B) Customers and other persons may locate a business or service; and
- (C) Persons exposed to signs are not overwhelmed by the number of messages presented and are able to exercise freedom of choice to observe or ignore said messages, according to the observer's purpose.

(3) Landscape quality and preservation. The purpose of this chapter is to protect the public welfare and to enhance the appearance and economic value of the landscape, by providing signs that:

- (A) Do not interfere with scenic views;
- (B) Do not create a nuisance to persons using the public rights-of-way;
- (C) Do not constitute a nuisance to occupancy of adjacent and contiguous property by their brightness, size, or height;
- (D) Are not detrimental to land or property value; and
- (E) Contribute to the special character of particular areas or districts within the city, helping the observer to understand the city and orient oneself within it.

(b) This chapter shall not be construed, applied, interpreted nor enforced in a manner to violate the First Amendment rights of any person, and the building official or code enforcement officer may seek the advice and recommendation of the city attorney prior to taking any action to enforce any provision of this chapter with respect to any noncommercial sign or speech by any person.

(c) This chapter applies to all property within the incorporated municipal boundaries (i.e., city limits) and the extraterritorial jurisdiction (ETJ) as it exists at the time this chapter is adopted and as may be modified in the future.

Sec. 15.02.003 Definitions

(a) For the purposes of this chapter, the following terms, phrases, words, and their derivations shall have the meaning ascribed to them, except where the context clearly indicates a different meaning:

“A” frame sign. A sandwich board sign constructed in such a manner as to form an “A” or tent-like shape, hinged or not hinged at the top and each angular face held at an opposite distance by a supporting member.

Applicant. The person or entity requesting sign permit approval, a variance, or a common signage plan from the city.

Average grade. The grade of the finished ground level at the midpoint of each exterior surface of a sign, or a structure, in the event that the sign is attached to the structure.

Awning. A shelter constructed of materials on a supporting framework that projects from and is supported by the exterior wall of a building but does not mean a canopy.

Bandit signs. Temporary signs, usually of cardboard or foam board and mounted on angle iron or a wooden stake.

Banner. A temporary sign made of fabric or any non-rigid material affixed to a building, poles, or other supporting structure by all four corners.

Billboard. Any sign that is freestanding or attached to or part of a building and is an off-premises sign that is leased or rented from an outdoor advertising company and is not owned by the business advertising on the billboard or by the owner of the property where the billboard is located.

Board. The sign control board of the city.

Board of adjustments and appeals. The board of adjustments and appeals of the city.

Building. Any structure, either temporary or permanent, having a roof or other covering, and designed or used for the shelter or enclosure of any person, animal or property of any kind, including but not limited to tents, awnings or vehicles situated on private property and used for purposes of a building.

Building official. The person designated by the city council to perform the functions of the building official.

Canopy. A freestanding structure with a roof but not walls.

Changeable electronic variable message sign. A sign which permits alteration of the sign's messages or images by electronic means. This includes a sign using light-emitting diodes (LEDs) or other means of digital display to present messages or images.

City. The City of Jonestown, Travis County, Texas, and its area of extraterritorial jurisdiction as defined by Local Government Code section 42.021(2).

Commercial sign. A sign that is designed for the purpose of conveying information or attracting attention through the use of words, graphics, symbols, numbers or letters and is located on a lot within the GUI, O, B-1, B-2, or I-1 zoning districts.

Commission. The planning and zoning commission of the city.

Common Signage Plan. A comprehensive document containing specific sign regulations for a multi-tenant complex.

Compensable cost. Those costs for which the owner of a nonconforming sign required to be removed by this chapter is entitled to be compensated pursuant to Tex. Loc. Gov't. Code section 216.001, which costs, if required to be paid by said statute, shall be calculated in accordance with the formulae set forth in section 216.005 et seq.

Direct lighting. Lighting in which the greater part of the light illuminating the sign originates within

the sign itself, such as light behind translucent letters. Direct lighting does not include the electronic means of display used in changeable electronic variable message signs.

Directional sign. Any sign on a lot zoned for a commercial purpose that includes directional information to the property.

Electronic message center (EMC). An electronically activated, changeable and variable sign that uses lightbulbs or light emitting diodes (LEDs) as a lighting source that is capable of displaying words, symbols, figures or images for advertising or announcements that can be electronically or mechanically programmed to be changed by remote or automatic means.

Erect. To build, construct, alter, reconstruct, pour, lay, move upon, attach, hang, place, suspend or affix a sign.

External entrance sign. Any hanging sign, projecting sign, or wall sign.

Extraterritorial jurisdiction (ETJ). The extraterritorial jurisdiction of the city is that land not within the corporate limits of the city, but land over which the city has jurisdiction by virtue of section 42.021 Texas Local Government Code.

Freestanding sign. Any sign which is not attached to or on the walls, face, or exterior of a building but supported by a pole, post or other similar support so that the bottom edge of the sign display area is six (6) feet or more above the ground elevation.

Gas/fuel price electronic message sign. An electronic sign type that is distinguished from electronic message signs due to the limited amount of information displayed and the length of time periods the message will remain unchanged. These signs are limited to displaying the gas/fuel prices only to advertise to the general public. Any messaging capacity beyond the gas/fuel price shall constitute an electronic message sign as defined and regulated herein.

Hanging sign. See "Projecting sign."

Indirect lighting. A light source separated from the surface and illuminating the sign surface by means of spotlights or similar fixtures.

Inflatable sign. Any hollow sign expanded or enlarged by the use of gas or air.

Lot. A separate parcel of land, recorded in the official county records, created by the division or subdivision of a block or other parcel, intended as a unit for transfer of ownership, or for development, or for occupancy and/or use, platted or divided in compliance with state law.

Maintenance. Normal care or servicing needed to keep a sign functional or perpetuate its use, such as cleaning, replacing, or repairing a part made unusable by ordinary wear, and changing light bulbs.

Marquee sign. A vertical sign that is located either along the building facade where it projects perpendicular to the facade; or at the corner of the building where it projects at a 45-degree angle.

Marquee signs are a structural feature of a building that provides both cover to pedestrians and sign space, typically with changeable lettering.

Memorial sign. A sign or tablet which denotes the name of a building and the date of erection when cut into any masonry surface or when constructed of bronze or other metal.

Monument sign. A sign affixed to the ground at its base, or on a suitable foundation. Signs principally supported by poles or posts do not constitute a monument sign.

Moving sign. A sign or any part of a sign which rotates, moves, or uses lighting to simulate motion, including but not limited to the illusion of moving objects, moving letters, and moving patterns of light.

Multifamily residence sign. A sign located on a lot where a multifamily use is located that does not exceed two square feet in area and is not installed more than four feet above average grade.

Nonconforming sign. Any sign which would be unlawful or nonconforming hereunder, but for the fact that such sign was lawfully in existence on the date of the passage of this chapter.

Notice. Actual notice by personal delivery or written notice sent by registered or certified mail.

Office complex. Two or more offices and/or office establishments, sharing customer parking areas, regardless of whether said offices or office establishments occupy separate structures or are under separate ownership, or on separate tracts or lots of land.

Official sign. Any sign erected by or at the direction of any governmental body.

Off-premises FM 1431 sign. A freestanding sign that is located on a commercial lot, where the lot owner is not the owner of the sign and the owner of the sign is also an owner of a separate, commercially zoned lot in the City that does not abut FM 1431.

On-premises sign. A freestanding sign relating to a business, person, or activity, and installed and maintained on the same premises as the business, person, or activity where the sign is located.

Owner. A person recorded as the owner on official records; the owner of property on which a sign is located is presumed to be the owner of the sign unless facts to the contrary are established.

Person. Includes corporation, partnership, association, trust, firm, executor, receiver, trustee, and lessee, as well as an individual.

Planning and zoning commission. The planning and zoning commission of the city.

Portable sign. Any sign not permanently affixed to a building, a structure or the ground and designed or constructed in such a manner that it can be moved or relocated without involving any structural or support changes. This definition includes, but is not limited to, signs on trailers with or without wheels or on other vehicles which are primarily used as signs but does not include "A" frame signs.

Premises. A lot or tract within the city or its extraterritorial jurisdiction.

Projecting or hanging sign. Any sign attached to a building and extending in whole or in part more than nine (9) inches from the face of the building. Allowable size does not include supporting structure.

Reflective surface. Any material or device which has the effect of intensifying reflected light, including but not limited to reflective tape, day-glow, glass beads and luminous paint.

Repair. Mending or replacing broken or worn parts with comparable materials.

Residential subdivision. A project containing one or more lots intended for residential development.

Residential sign. A sign that is designed for the purpose of conveying information or attracting attention through the use of words, graphics, symbols, numbers or letters and is located in the R-R, R-1, R-2, R-3, M-1, or M-2 zoning districts.

Right-of-way. The travel area dedicated, deeded or under control of a public agency, including but not limited to, highways, public streets, bike paths, alleys, and sidewalks.

Roof sign: Any sign that is mounted on or above the roof of a building, but excluding a projecting sign, whose principal support fixtures are attached to a wall and a wall sign which is either painted directly on a sloping roof or mounted directly on a sloping roof in the same plane as the roof.

Rotating slat sign. A sign that permits alteration of the sign's message by electric means using motors to rotate vertical or horizontal slats.

Sail Flag. A temporary sign made of fabric, bunting or other lightweight material that is longer than it is wide and is affixed to a pole on one side to allow movement caused by the atmosphere.

Shopping center. Two or more retail stores and/or service establishments, or combination thereof, sharing customer parking area, regardless of whether said stores and/or establishments occupy separate structures or are under separate ownership or on separate lots or tracts of land.

Sign. A name, identification, image, light device or accent, figure, painting, drawing, message, plaque, poster, billboard, banner, description, display or illustration which is affixed to, painted or represented directly or indirectly upon a building, picture, window, piece of land or item of personal property, and that is designed, intended, or used to communicate by text or images and directs attention to an object, project, place, activity, facility, service, event, attraction, person, institution, organization, or business which is visible from any street (both public and private), right-of-way, sidewalk, alley, park, or other public property, lake, or golf course.

Single-family residence sign. A sign located on a lot where a single-family dwelling is located that does not exceed four square feet in area and is not installed more than four feet above average grade.

Stake sign. A temporary sign that utilizes the support structure to anchor the sign to the ground by

inserting the support structure into the ground.

Sign area. The total surface including frame and mounting, but shall include only one-half of a freestanding back-to-back sign, provided the freestanding sign's sides are back to back or angled with no greater separation between sides at its widest point than four (4) feet and provided that both sides have the identical sign. In cases where the frame and mounting are part of the building (e.g., letters on a vertical surface of a building or a sign painted on a window or mounted on a mansard roof) or when the frame and mounting could be considered to be a landscape element as in the case of a rock wall, the total surface is the area that would be covered by tracing, using straight lines and right angles, around the perimeter of the letters.

Subdivision. A site with two or more lots.

Subdivision sign. A sign on a lot that has received subdivision approval from the city.

"T" frame sign. A sign that is constructed in such a manner as to form an inverted "T."

Temporary sign. Any sign that is intended or determined by the building official to be displayed for a limited period of time or which is not of a permanent nature, including bandit signs, banner, sail signs, inflatable signs, "A" and "T" frame signs, and stake signs.

Traffic-control sign. A permitted sign for the purpose of identifying parking areas and directing the flow of traffic on private property.

Wall sign. A sign attached to, painted on, or erected against the wall of a building or structure with the exposed face of the sign in a plane parallel to the face of the wall and not projecting more than nine (9) inches from the face of the wall at any point.

Window sign. Signs visible from the public street or sidewalk and are installed or applied on or in a window or door or a sign that is located within three (3) feet of a window.

Zoning district. A classification assigned to a particular area of the city within which zoning regulations are uniform (see the city zoning ordinance).

(b) Words used in this chapter and not defined in this section shall have their ordinarily accepted meaning.

Sec. 15.02.004 Penalty

Any person convicted of a violation of any provision of this chapter shall be fined in an amount not to exceed five hundred dollars (\$500.00). Each day of violation under this chapter shall be a separate violation.

Sec. 15.02.005 Prohibited acts

It shall be unlawful for any person to do any of the following acts:

- (1) To post, paint, or otherwise exhibit any advertisement, poster, bill, or other notice or sign on any property not owned or controlled by the person, without the permission of the person owning or in control of said property.
- (2) To tear down, remove or otherwise interfere with any notice, sign, advertisement, bill or poster erected by another, unless the same was placed or maintained on the property of the person removing the same, without permission previously given.
- (3) To paint, mark, or write on or post or otherwise affix any handbill or sign to or upon any sidewalk, crosswalk, curb, curbstone, street lamp post, hydrant, tree, shrub, tree stake or guard, railroad trestle, electric light or power or telephone or telegraph wire pole, or wire appurtenance thereof, or upon any fixture of the fire alarm or police system, or upon any lighting system, public bridge, drinking fountain, lifebuoy, life preserver, lifeboat, or any other lifesaving equipment, street sign or traffic sign. Any handbill or sign found posted or otherwise affixed upon any public property contrary to the provisions of this section may be removed by the police department or other department or individual so designated by the city. The person responsible for any such illegal posting shall be liable for the cost incurred in the removal thereof, and the city administrator is authorized to affect the collection of said costs.
- (4) To place or cause to be placed anywhere within the city or its area of extraterritorial jurisdiction any poster, placard, handbill, or advertising material on any vehicle, or in any location, in such a manner that the same may reasonably be expected to be blown about by the wind. It shall be further presumed that, if a large number of said items are found scattered about and being blown about by the wind, the items were placed in such a manner that they might reasonably be expected to be blown about by the wind.
- (5) To erect, maintain, or paint any sign or other message or outdoor advertising upon a tree, rock, or other natural feature.
- (6) To erect within the corporate limits of the city or its extraterritorial jurisdiction any sign, or other outdoor advertising, without having prior thereto obtained a permit therefor, except as specifically exempted by the provisions of this chapter.
- (7) To erect within the corporate limits of the city or its extraterritorial jurisdiction any sign not expressly authorized by this chapter or expressly exempted from the provisions hereof.
- (8) To maintain any sign required to be registered under the provisions of this chapter without having registered said sign or without having kept current the registration of said sign in accordance with the provisions thereof.
- (9) To remove, alter, change, or obscure any official tag, identification or notice which was placed on any outdoor advertising material.
- (10) To erect or maintain any sign within the corporate limits of the city or its

extraterritorial jurisdiction in violation of or except as authorized by the provisions of this code.

(11) For a permittee to fail to maintain a permitted sign in good repair and appearance and in conformance with all specifications, conditions, and terms included in a permit for the affected sign.

Sec. 15.02.006 Compliance

It shall be unlawful for any person to erect, place, maintain, alter, or relocate a sign within the corporate limits of the city or its extraterritorial jurisdiction except in accordance with the provisions of this chapter.

Sec. 15.02.007 Exempt from permit requirements.

The following signs shall be allowed without a permit:

- (1) Memorial signs or tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of bronze or other metal if they are four (4) square feet or less in all zoning districts;
- (2) Official signs, including notices and notices posted by governmental officers in the performance of their duties, and governmental signs to control traffic or for other regulatory purposes, or to identify streets, or to warn of danger in all zoning districts;
- (3) Temporary or permanent signs erected by public utility companies or construction companies to warn of danger or hazardous conditions on the lot, including signs indicating the presence of underground cables, gas lines and similar devices in all zoning districts;
- (4) Signs displayed on trucks, buses, trailers or other vehicles which are being operated in the normal course of a business, provided that the primary purpose of the vehicles is not for display of signs, and provided that they are parked in areas appropriate to their use as vehicles, are normally used in the course of business and are in operable condition, and carry a current and valid license plate and state inspection tag.
- (5) Any sign located inside a building where the sign face is not visible from outside of the building in the in the GUI, O, B-1, B-2, and I-1 zoning districts.
- (6) Residence signs not exceeding four (4) square feet in area in the R-R, R-1, and M-1 zoning districts and not exceeding two (2) square feet in the R-2, R-3, and M-2 zoning districts.
- (7) Bandit signs (see Sec 15.02.216(a)) in all zoning districts located outside the right-of-way and site triangle.

- (8) A temporary sign not exceeding four (4) square feet in area and five (5) feet in height, during the period from one hundred twenty (120) days before a public election or the time the election is called, whichever is earlier, to five days after the public election in the R-R, R-1, R-2, R-3, M-1, and M-2 zoning districts.

Sec. 15.02.008 Prohibited signs

Any sign not expressly authorized by this chapter or specifically exempted from the provisions hereof, and not located inside a structure, is prohibited within the corporate limits of the city and its extraterritorial jurisdiction. Prohibited signs include, but are not limited to:

- (1) Off-premises signs, except for Off-premises FM 1431 signs;
- (2) Portable signs;
- (3) Signs located in such a manner as to obstruct or otherwise interfere with an official traffic sign, signal or device, or obstruct or interfere with a driver's view of approaching, merging, or intersecting traffic;
- (4) Except as provided for elsewhere in this chapter, signs placed in, encroaching upon, or overhanging a public right-of-way. No sign shall be attached to any utility pole, light standard, street sign pole, tree, or any other public facility located within the public right-of-way;
- (5) Cloth, canvas, paper, soft plastic, balloons, or similar advertising signs or devices other than in rigid frames as provided herein, except temporary signs permitted in this Code;
- (6) Signs that have the appearance of traffic safety signs and lights, or municipal vehicle warnings, from a distance;
- (7) Freestanding billboards;
- (8) Rotating slat signs;
- (9) EMC signs of Bandit or "A" and "T" frame style;
- (10) Roof signs;
- (11) Moving signs.

Sec. 15.02.009 Liability

The provisions of this chapter shall not be construed as relieving or limiting in any way the responsibility of any person, firm or corporation erecting or owning any sign from personal injury or property damage resulting from the placing of the sign, or resulting from the negligence or willful acts of such person, firm or corporation, its agents, employees or workmen, in the design,

construction, maintenance, repair or removal of any sign erected in accordance with a permit issued under the provisions of this chapter. Nor shall it be construed as imposing upon the city or its officers, employees, or planning and zoning commission any responsibility or liability by reason of the approval of any sign, materials, or devices under the provisions of this chapter.

Sec. 15.02.010 Substitution clause

- (1) Signs containing noncommercial speech are permitted anywhere that signs regulated by this chapter are permitted, subject to the same regulations applicable to the type of sign used to display the noncommercial message. No provision of this chapter prohibits an ideological, political, or other noncommercial message on a sign otherwise allowed and lawfully displayed under this chapter.
- (2) The owner of any sign allowed and lawfully displayed under this chapter may substitute noncommercial speech in lieu of any other commercial or noncommercial speech, with no permit or other approval required from the City solely for the substitution of copy.
- (3) This section does not authorize the substitution of an off-premise commercial message in place of a noncommercial or on-premise commercial message.

Secs. 15.02.011–15.02.040 Reserved

Division 2. Permit

Sec. 15.02.041 General requirements

Except as otherwise provided herein, it is unlawful for any person to erect, alter, or relocate within the city or its extraterritorial jurisdiction any sign, as defined herein, without complying with the following requirements:

- (1) Completion of a sign application;
- (2) Payment of the required fee (refer to the fee schedule in Appendix A of this code); and
- (3) Review and approval by the building official, as set out in this chapter.

Sec. 15.02.042 Contents of application

An application for a sign permit shall contain the following information:

- (1) Name, address, telephone number and email address of the applicant and date of application;
- (2) Name, address, telephone number and email address of the person for which the sign is requested;

- (3) Name, address, telephone number and email address of the owner of the property;
- (4) Street address, lot number, block and subdivision of the location of the sign, and the same information for the business location if different;
- (5) The specific sections of this chapter under which the application is being made;
- (6) Position of the sign on the structure or on the ground, in both site plan view drawn to scale and elevation views drawn to scale;
- (7) Set of scaled drawings of the plans and specifications, including size and color of the sign and its various parts, lighting, type of material of which it is fabricated and the method of attachment to the structure or to the ground and indicating associated landscaping;
- (8) A color sketch or color photograph of the sign and structure, as well as any contiguous street or building in order to display how they would appear in relation to one another;
- (9) Name of the person or persons constructing or erecting the sign, if different than the applicant;
- (10) Written consent of the owner of the building, structure, or land to which or on which the sign is to be erected; and
- (11) If required by this chapter, a copy of stress sheets and calculations showing that the structure is designed for dead load and wind pressures in any direction in the amount required by this chapter and all other laws and ordinances of the city.

Sec. 15.02.043 Representations by applicant to conditions of permit

All representations, whether oral or written, made by the applicant or his agent on behalf of the application for a sign permit under this chapter become conditions upon which a permit is issued. It shall be unlawful for the permittee to vary from such representations unless the permittee first makes application, as required by the provisions of this chapter, to amend the permit and such amendment is approved in writing by the proper authority.

Sec. 15.02.044 Fees

At the time the building department accepts the sign application, the applicant shall pay the required fee per the fee schedule in Appendix A of this code. An application may include all the signs for a single lot or tract.

Sec. 15.02.045 Review and approval

The procedures to be followed in fulfilling the intent of the sign provisions of this code are as follows:

- (1) The building official shall review and accept the properly completed sign permit

application. The building official will then refer the application, signed, and dated, to the city inspector after having determined that the sign meets the general requirements of this chapter.

(2) The building official will review the sign application permit as soon as practicable, but no later than ten days following receipt of the sign application; if a pre-construction inspection is required, the building official will so notify the applicant and refer the application to the building inspector for pre-construction inspection.

(3) The building official will approve, reject, or approve, upon conditions consistent with the provisions of this chapter, the sign application permit based upon its conformance with the provisions of this chapter.

(4) Upon the approval by the building official, the applicant will be duly notified of the building official's decision; provided, however, that the building official shall notify the applicant of the decision no later than fifteen days following the receipt of the sign permit application.

(5) Upon the conclusion of the construction and erection of the approved sign, the applicant will apply for a certificate of sign inspection from the city inspector.

(6) The city inspector will inspect the sign in its proper location and will, if the sign is found to be in compliance with the approval, issue the certificate of inspection completing the sign application procedures.

(7) If the city inspector fails to issue a certificate of inspection, or the sign application does not meet the technical requirements, including but not limited to size, height, and number, of this chapter, the building official may deny the application. Upon rejection of the sign application permit by the building official, notification will be given in writing to the applicant defining the reason for disapproval and making recommendations to bring the sign into conformance with the provisions of this chapter. The applicant may resubmit a modified application.

Sec. 15.02.046 Appeals

Appeal from any administrative action or determination by the building official pursuant to the provisions of this chapter may be filed with the city's board of adjustments and appeals by any applicant within twenty (20) days following the date of the rejection, conditional approval or other determination. The board shall decide the appeal at the next meeting for which notice can be prepared following the first hearing, but not later than sixty (60) days after the appeal is filed. See Sec. 1.05.085 Appeals.

Sec. 15.02.047 Transfer of permit.

Upon the sale of a business or property, an existing valid sign permit may be transferred to the new owner. Any changes in the type of construction, the type of material of which the sign is fabricated, the structure of the sign, the size of the sign, or the method of attachment to the building or to the

ground will require a new application for a permit. A transfer of sign application will be filed containing the information required in Section 15.02.042, subsections (1), (2), (3) and (4), plus reference to the existing sign permit. No additional fee is required for the transfer of a sign permit under this section.

Secs. 15.02.048–15.02.080 Reserved

Division 3. Variances

Sec. 15.02.081 Generally

(a) To lessen practical difficulties and prevent unnecessary physical hardships, variances from the regulations may be granted. A practical difficulty or unnecessary physical hardship may result from the size, shape, or dimensions of a structure, or the location of the structure, from topographic or physical conditions on the site or in the immediate vicinity, or from other physical limitations, locations, or traffic conditions in the immediate vicinity. Cost or inconvenience to the applicant of strict or literal compliance with regulations should not be the sole reason for granting a variance.

(b) A variance may be granted with respect to any regulation contained in this chapter in accordance with the procedures set forth herein.

Sec. 15.02.082 Application

Application for a variance shall be made upon a form provided by the city. The variance application shall include the application for a sign permit and shall also state the applicant's reasons for requesting a variance in accordance with the criteria set forth in this chapter.

Sec. 15.02.083 Fee

The city council shall set a variance fee sufficient to cover the cost of city staff time and other expenses incidental to the review of the application. The fee shall be paid at the time of application and shall not be refundable. (Refer to the fee schedule in Appendix A of this code.)

Sec. 15.02.084 Hearing

Upon receipt of a variance application, a date for a hearing before the board of adjustments and appeals shall be set, and city staff shall notify the applicant of the date and time of the hearing.

Sec. 15.02.085 Action by board

Within twenty (20) days of the closing of a hearing on a variance application, the board of adjustments and appeals may approve the application as submitted, or it may approve the application subject to such modifications or conditions as it deems necessary to accomplish the purpose of this chapter, or it may deny the application.

Sec. 15.02.086 Criteria for approval

Before the board of adjustments and appeals acts on a variance application, the applicant must prove physical hardship, and the board of adjustments and appeals must find that:

- (1) There are special circumstances or conditions applying to the land, buildings, topography, vegetation, sign structures or other matters on adjacent lots, or within the adjacent right-of-way, which would substantially restrict the effectiveness of the sign in question; provided, however, that such special circumstances or conditions are unique to the particular business or enterprise to which the applicant desires to draw attention, and do not apply generally to all businesses or enterprises;
- (2) Such special circumstances were not created by the applicant or anyone in privity with the applicant; The granting of the variance will be in general harmony with the purpose of this chapter and will not be materially detrimental to the persons residing or working in the vicinity, to the adjacent property, to the neighborhood, or to the public welfare in general; and
- (3) The variance applied for does not depart from the provisions of this chapter any more than is required to identify the applicant's business or use.

Secs. 15.02.087–15.02.120 Reserved

Division 4. Registration of Existing Signs in Extraterritorial Jurisdiction

Sec. 15.02.121 Required; exemptions

Each owner of a sign located within the extraterritorial jurisdiction of the city shall register the sign with the building official; provided, however, that those signs for which no permit would be required under the provisions of this chapter are excepted from the registration requirements set forth in this section. All signs previously registered under prior sign ordinances of the city are not required to be re-registered. The registration shall be on a form provided by city staff.

Sec. 15.02.122 Information required

The owner of a sign required to be registered pursuant to this division shall provide the following information on the registration form:

- (1) Name, address, telephone number and email address of the owner;
- (2) Location and street address of the building or structure upon which the sign is located or other information necessary to positively identify the location of the sign;
- (3) Specification of the overall height and length of the sign, the material of which the sign is constructed, the position of the sign on the building or on the ground, and the lighting and pole support, if any;

- (4) Color photograph or sketch depicting the sign and the location at which or building on which it is displayed;
- (5) Date on which the sign was erected and cost of construction of the sign.

Sec. 15.02.123 Sworn statement of truth of information

Each registration shall include the owner's statement under oath that the facts set forth and the information contained therein are true and correct.

Sec. 15.02.124 Effect of expansion of extraterritorial jurisdiction

In the event additional territory is hereafter included within the extraterritorial jurisdiction of the city, all signs subject to the registration provisions of this division shall be duly registered within ninety (90) days of the date on which such additional territory comes within the city's extraterritorial jurisdiction.

Secs. 15.02.125–15.02.160 Reserved

Division 5. Design Guidelines

Sec. 15.02.161 Materials

Material used in the erection and construction of permanent signs and their support structures should be of rigid construction and predominantly consist of masonry, rough cedar, redwood, metal, or other weather-resistant material. Reflective surfaces are not allowed.

Sec. 15.02.162 Lighting

Lighting should be of no greater wattage than is necessary to make the sign readable at night and shall comply with Chapter 3 of this code. All permanent signs may be non-illuminated, illuminated by internal, internal indirect (halo), or lit by external indirect illumination, unless otherwise specified. All illumination signs shall be extinguished at 11:00 p.m. or within one hour of the end of normal business hours, whichever occurs later. No sign shall be illuminated, in whole or in part, where the illumination is intermittent or varies in color or intensity from time to time, nor shall any sign be so illuminated that it interferes with traffic or with the effectiveness of, or obscures, an official traffic sign, device or signal. The use of searchlights is prohibited.

Sec. 15.02.163 Safety requirements

(a) Wind load pressure. Any sign, as defined in this chapter, which will have a height in feet above ground, as measured above the average level of the ground adjacent to the highest point of the proposed structure, of more than eight (8) feet, shall be designed and constructed as recommended by a structural engineer to withstand wind load pressures in pounds per square foot as set out in the following table:

Wind Load Pressures in Pounds per Square Foot

Height, in Feet above Ground, as Measured Above the Average Level of the Ground Adjacent to the Structure	Pressure, Pounds per Square Foot
8 feet or less	N/A
Greater than 8 to 30	20 lbs./sq. ft.

(b) Electrical requirements. All sign lighting shall utilize ground fault circuit interrupters in the electrical supply circuit.

(c) Traffic safety. No sign shall obstruct visibility or otherwise cause a traffic hazard.

Secs. 15.02.164–15.02.210 Reserved

Division 6. Regulations for Specific Types of Signs

Sec. 15.02.211 Applicability

The criteria set forth in this division shall be in addition to all other criteria as applicable and provided in this chapter.

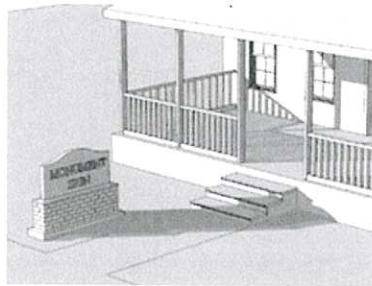
Sec. 15.02.212 Sign Categories and Example Illustrations

The following are example sign type illustrations and a listing of sign types permitted by zoning district under the provisions of this chapter:

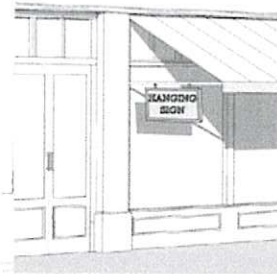
Freestanding Sign



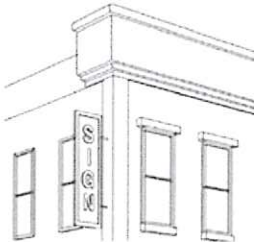
Monument Sign



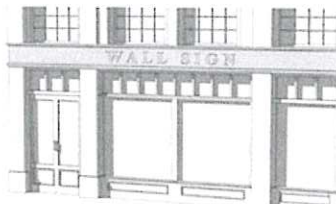
Hanging Sign



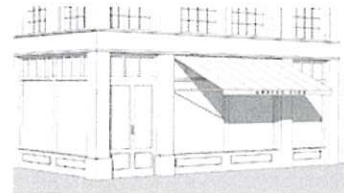
Projecting Sign



Wall Sign



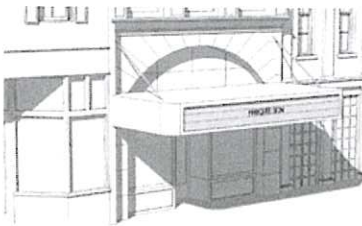
Awning Sign



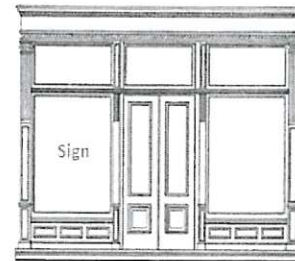
Canopy Sign



Marquee Sign



Window Sign



Bandit Sign



Banner Sign



Inflatable Sign



"A" Frame Sign



Stake Sign



Section	Sign Type	Permitted Zoning District	Duration	Quantity* *(See section 15.02.214)	Permit Required
15.02.214(b)-(d)	Freestanding	GUI, O, B-1, B-2, I-1	Indefinite	1*	Y
15.02.214(a)(2)	Monument	GUI, O, B-1, B-2, I-1	Indefinite	1 in place of Freestanding sign	Y
15.02.214(e)-(f)	External Entrance	GUI, O, B-1, B-2, I-1	Indefinite	1*	Y
15.02.214(h)	Commercial Subdivision	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.214(j)	Traffic-control	All	Indefinite	N/A	Y
15.02.214(k)	Awning	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.214(l)	Canopy	GUI, O, B-1, B-2, I-1	Indefinite	1*	Y
15.02.214(m)	Marquee	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.214(n)	Window	GUI, O, B-1, B-2, I-1	Indefinite	N/A	Y
15.02.214(o)	EMC (Electronic Messaging Center)	GUI, O, B-1, B-2, I-1	Indefinite	1	Y
15.02.215(a)	Signs in R-1 District	R-R, R-1, M-1 or R-2, R-3, M-2	Duration of permitted use	1*	Y
15.02.215(b)	Multi-Family or Residential Subdivision	R-R, R-1, R-2, R-3, M-1, M-2	Indefinite	1*	Y
15.02.216(a)	Bandit	All	Thursday 5:00PM-Monday 8:00AM	2 per intersection per resident/business	N
15.02.216(b)	Banner/Sail	All	Max. 2 weeks 2 times per calendar year with time frame indicated on permit application	1	Y
15.02.216(c)	Inflatable	All	Max. 30 days per applicant per calendar year	1	Y
15.02.216(d)	"A" and "T" Frame	All	Sunrise-Sunset	1	Y
15.02.216(e)	Stake	All	Max. nine (9) months per calendar year	1	Y

Sec. 15.02.213 Common Signage Plan

- (a) Applicability. Prior to the issuance of the building permit for a multi-tenant complex, the owner or representative shall submit a common signage plan in accordance with the requirements of this section for review by the building official.
- (b) Information. Requirements for a Common Signage Plan application include:
- (1) Name, address, telephone number and email address of the applicant and date of application;
 - (2) Name, address, telephone number and email address of the owner of the property;
 - (3) Street address, lot number, block and subdivision of the location of the sign, and the same information for the business location if different;
 - (4) Position of proposed future signs on the building or on the ground, in both site plan view drawn to scale, and elevation views drawn to scale;
 - (5) Set of scaled drawings of the proposed future signs, including size, and color of the sign and its various parts, lighting, type of material anticipated to be used in construction. These specifications should be uniform or similar in design and construction to illustrate the intended final appearance of all signage located on the lot or parcel of land; and
 - (6) Linear feet of building frontage.
- (c) Effect. Approval of a common signage plan authorizes the submittal of a sign permit in conformance with the common signage plan.
- (d) Required. Common signage plans are required for multi-tenant complexes.

Sec. 15.02.214 Commercial signs

- (a) General provisions.
- (1) The total sign area of all categories of signs shall not exceed one hundred twenty (120) square feet for an individual business.
 - (2) A monument sign may be installed in lieu of a freestanding sign but may not block views of traffic exiting driveways or side streets. Monument signs shall not exceed eight (8) feet in height and twelve (12) feet in width and must comply with maximum area and location

requirements for the category of freestanding sign it is installed in lieu of.

(3) Freestanding signs shall maintain a spacing distance of a minimum of one hundred (100) feet along all roadways, except freestanding signs for individual businesses within a multi-tenant complex shall maintain a spacing distance of a minimum of thirty (30) feet.

(4) No more than one freestanding or monument sign is permitted on each lot, except as otherwise specifically provided in this section.

(5) Freestanding signs on lots abutting FM 1431 shall be twenty (20) feet from the roadway. Freestanding signs on lots abutting other public streets shall comply with the building setbacks in the zoning district.

(6) One (1) freestanding sign is permitted on the major traffic street or public way upon which the building abuts. If a building has two or more public entrances on distinct, separate public streets, then one (1) additional freestanding sign with a maximum area of one-half (½) the size of the first sign is permitted.

(7) The sign base of freestanding signs shall be similar to the building materials and colors. Address numbers shall be a minimum of four (4) inches in height with a minimum stroke width of one-half (½) inch. The sign base shall be solid and no higher than twenty-four (24) inches. Columns supporting the sign shall be no more than twenty-four (24) inches in width.

(8) If more than one sign is permitted on one lot, then the design of signs shall be uniform or similar construction.

(9) Landscaping. Landscaping shall be installed around the base of all freestanding signs and comply with the following:

(A) The landscaped area shall be a minimum of one hundred twenty (120) square feet, except landscaping for a freestanding sign for a single tenant building, commercial subdivision signs, multifamily or residential subdivision signs, and EMC signs shall be a minimum of one hundred (100) square feet.

(B) All landscaped areas shall be maintained in a neat and healthy condition.

(C) A landscape plan shall be submitted with the sign permit application.

(b) Freestanding signs: Multi-tenant complex sign are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty (per lot) ¹
Freestanding: Multi-tenant complex on FM 1431	14 ft.	12 ft.	32 sq. ft. per tenant with a maximum of 128 sq. ft for all tenants combined	1
Freestanding: Multi-tenant complex not abutting FM 1431	12 ft.	8 ft.	24 sq. ft. per tenant with a maximum of 48 sq. ft for all tenants combined	1

¹ See Sec15.02.214(6).

(c) Freestanding signs: Individual tenant within a multi-tenant complex are permitted as follows: Except as provided in this chapter, one freestanding signs is permitted for an individual tenant with a separate exterior entrance within a multi-tenant shopping center or office complex . No freestanding sign for an individual tenant shall be permitted when a multi-tenant complex sign is located on the same lot.

Type	Max. Height	Max. Width	Max. Area	Qty ¹
Freestanding: Individual tenant in a multi-tenant complex on FM 1431	14 ft.	12 ft.	24 sq. ft.	1
Freestanding: Individual tenant in a multi-tenant complex not abutting FM 1431	12 ft.	8 ft.	12 sq. ft.	1

¹ See Sec15.02.214(6)

(d) Freestanding signs: Single tenant building are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty (per lot) ¹
Freestanding: Single tenant building on FM 1431	14 ft..	12 ft.	48 sq. ft.	1
Freestanding: Single tenant building not abutting FM 1431	12 ft..	8 ft.	24 sq. ft.	1

¹ See Sec15.02.214(6)

(e) External entrance signs: Multi-tenant complex and individual tenant within a multi-tenant complex are permitted as follows: External entrance signs for individual tenants within a multi-tenant complex are permitted for tenants who have individual exterior entrances. See (1) Special provisions.

Type	Max. Height	Max. Width	Max. Area	Qty	Location
External entrance: Multi-tenant complex on FM 1431	Cannot be mounted above the roof of the structure and has a pedestrian clearance of 6 ft. to the ground	12 ft.	32 sq. ft	1*	**See below

External entrance: Multi-tenant complex not abutting FM 1431	Cannot be mounted above the roof of the structure and has a pedestrian clearance of 6 ft. to the ground	8 ft.	24 sq. ft.	1*	**See below
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*Number. One (1) sign is permitted per roadway on which the building abuts, with a maximum of two (2) signs of equal size.

** Location. The sign shall be perpendicular to, hung from, or attached to a projecting structural element of the exterior wall of the tenant, adjacent to the street, parking lot or major roadway on which the building abuts.

(1) Special provisions. Special provisions shall be as follows:

(A) An individual business with an external public entrance may display one (1) sign either on, inside, or near each such entrance. The sign shall not exceed twelve (12) square feet of sign area four (4) feet in width.

(f) External entrance signs: Single tenant building are permitted as follows: External entrance signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty ¹	Location
External entrance: Single tenant on FM 1431	Cannot be mounted above the roof of the structure and has a pedestrian clearance of 6 ft. to the ground	12 ft.	32 sq. ft.	1	Street frontage
External entrance: Single tenant not abutting FM 1431	Cannot be mounted above roof of the structure and has a pedestrian clearance of 6 ft. to the ground	8 ft.	24 sq. ft.	1	Street frontage

(g) Off-premises FM 1431 sign. Any business on a lot not fronting on FM 1431 may install one sign located at the nearest street accessing the business from FM 1431, except if a multi-tenant sign is located on the lot. The business shall be located on commercially zoned property adjacent to FM 1431. This section shall not apply to any other zoning classification, such as a home-based business located on residentially zoned property. The applicant must include a copy of a valid lease or agreement and the owner of the property shall sign the sign application.

- (1) Freestanding sign: Multi-tenant directional sign are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Businesses not abutting FM 1431: Multi-tenant	14 ft.	12 ft.	32 sq. ft.	1	Nearest street accessing the business from FM 1431 with a 20 ft. setback from the roadway

(A) Maintenance of sign. The owner of the office building is considered the owner of the sign and is responsible for sign maintenance, repair, and removal. If a tenant moves out of the multi-tenant building, the owner shall remove the obsolete panel from the sign within thirty (30) days.

(B) General design. An individual tenant's sign shall not exceed two (2) feet by four (4) feet.

- (2) Freestanding sign: Single business directional sign are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Businesses not abutting FM 1431: Single Business	14 ft.	12 ft.	32 sq. ft.	1	Nearest street accessing the business from FM 1431 with a 20 ft. setback from roadway

(3) Responsibility for maintenance and removal. The owner and/or manager of the multi-tenant commercial or office complex and the owner and/or manager of a single business are considered the owners of the sign and are responsible for sign maintenance, repair, and removal. The sign must be removed within thirty (30) days of the termination of the lease or agreement allowing the sign to be placed on the property or within thirty (30) days of the business closing.

- (h) Freestanding sign: Commercial subdivision signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty ¹
Commercial subdivision on FM 1431	6 ft.	12 ft.	36 sq. ft.	1

Commercial subdivision not abutting FM 1431	6 ft.	12 ft.	24 sq. ft.	1
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¹ See Sec15.02.214(6)

(j) Traffic-control signs: Multi-tenant are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Traffic Control: Multi-tenant	4 ft. from average grade	2 ft.	2 sq. ft.	N/A	Within the required building setbacks of the property lines, but with approval from the Chief of Police for any sign placed adjacent to a public street or right of way.

(1) Design. All signs must have uniform design throughout.

(2) Special requirements. Traffic control signs:

(A) may be either freestanding or wall-mounted; and

(B) shall be of uniform design. An individual sign shall conform to an overall sign program for the entire site submitted by the applicant.

(k) Awning signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Awning	3 ft.	12 ft.	36 sq. ft.	1	Attached to a building with a maximum projection of 4 ft. and a minimum ground clearance of 7 ft.

(1) Design. All awning signs shall be attached to a building. The sign must be of solid construction and the materials must match or be similar to the building.

(l) Canopy signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Canopy	3 ft.	12 ft.	36 sq. ft.	1*	Attached parallel to a canopy but not extending more than 2 ft. above or below the canopy with a minimum ground clearance of 7 ft.

* Number. One (1) sign is permitted on the canopy with the major traffic street frontage. If a

canopy abuts two public streets, then one (1) additional sign of uniform design is allowed.

(1) Design. All canopy signs shall be attached to a canopy. The sign must be of solid construction and the materials must match or be similar to the canopy.

(m) Marquee signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
Marquee	8 ft.	20 ft.	160 sq. ft.	1	Attached to a building with a maximum projection of 10 ft. and a minimum ground clearance of 10 ft.

(1) Design. All marquee signs shall be attached to a building façade and project perpendicularly. The sign must be of solid construction and the materials must match or be similar to the building.

(n) Window sign are permitted as follows:

(1) Size. Maximum sign area is ten (10) percent of the window area. Signs exceeding ten (10) percent shall be included in the calculation for the maximum external entrance sign area permitted for the business in (e) or (f) of this section.

(o) Electronic message center (EMC) signs are permitted as follows:*

Type	Max. Height	Max. Width	Max. Area	Qty	Location
EMC: Monument sign structure	8 ft.	12 ft.	96 sq. ft.		
	Min. Height	Min. Width	Min. Area		
	4 ft.	6 ft.	24 sq. ft.		
EMC sign (lighted portion)	Ratio	Max. Width	Max. Area	1	Within the required building setbacks
	3:2	1.5 times greater than height	32 sq. ft.		

*Gas/fuel price electronic message signs are exempt from subsection (o).

(1) Design. All EMC signs shall be a monument sign category and are not permitted to be attached to a building or other structure. The sign base must be two (2) feet in height and be constructed of materials to match or be similar to the building. The sign base shall be a minimum of seventy-five percent (75%) of sign's total width.

(2) Lighting. LEDs or similar lighting used in EMC sign messages may utilize more than one color per message. All sign message display times shall be a minimum of twenty (20) seconds; however, time and temperature display readings may have shorter display durations.

Message content transition times shall be limited to no longer than .5 seconds, with a minimum of twelve hundred (1200) feet between installations on roadways. Beacons, chaser lights, or other dynamic frame effects such as rotating, flashing or spinning are strictly prohibited.

Sec. 15.02.215 Residential signs

(a) Signs in R-1 zoning district:

Use	Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Temporary real estate office/model home (Sec. 14.02.066(b)(1))	Commercial sign type	See appropriate commercial sign type chart for specifications					Permitted for duration that lot is used as a temporary real estate office/model home (two years or less)
Bed and breakfast (Sec. 14.05.066(c)(1))	Commercial sign type	See appropriate commercial sign type chart for specifications					Permitted for duration that lot is used as a bed and breakfast

(b) Freestanding Sign: Multifamily or Residential subdivision signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty ¹
Multifamily or subdivision on FM 1431	6 ft.	12 ft.	36 sq. ft.	1
Multifamily or subdivision not abutting FM 1431	6 ft.	12 ft.	24 sq. ft.	1

¹ See Sec15.02.214(6)

(1) Design. The sign shall be constructed of materials to match or be similar to the buildings. Address numbers shall be a minimum of four (4) inches in height with a minimum stroke width of one-half (½) inch.

(c) Traffic-control signs: Multifamily complexes are permitted as follows: Traffic-control signs upon private property within multifamily complexes shall be regulated as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location
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Traffic Control: Multifamily complexes	No part of the sign shall extend above 4 ft. from average grade	2 ft.	2 sq. ft.	N/A	Within the building setbacks of the property lines, but with approval from the Chief of Police for any sign placed adjacent to a public street or right of way.
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(1) Design. All signs shall be uniform throughout the project and may be wall- mounted or freestanding.

Sec. 15.02.216 Temporary signs

(a) Bandit signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Bandit	2 ft.	N/A	4 sq. ft.	2 signs per intersection per resident or business		Thursday 5:00 PM – Monday 8:00 AM

(b) Banner or Sail signs are permitted as follows:

Type	Max. Width	Max. Area	Qty	Location	Duration
Banner	12 ft.	48 sq. ft.	1	10 ft. setback from property line	2 weeks 2 times per calendar year with time frame on permit

(1) Spacing. Spacing of signs shall be a minimum of eighty (80) feet between banners.

(c) Inflatable signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Inflatable	30 ft.	N/A	48 sq. ft.	1	Shall be secured to the ground. Shall not float, not to be placed on a roof or suspended from a structure, not encroach into parking spaces, driveways, fire lanes, or rights-of-way.	30 days per applicant per calendar year with time frame indicated on permit application*

*In case of multiple business or tenants located on a single lot or complex, each business is allowed to erect an inflatable sign for thirty (30) days provided that no more than one (1) inflatable sign is located on the lot or complex at any one (1) time and provided a minimum of thirty (30) days transpires between the removal of an inflatable sign permitted by one business and the placement of another inflatable sign permitted by another business.

(d) “A” and “T” frame signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
"A" and "T" frame	5 ft.	N/A	12 sq. ft.	1 per tenant	Shall be located within the building setbacks of the property lines with at least a 4 ft. radius of pedestrian clearance and no closer than 20 ft. from another "A" or "T" frame sign. Shall not be located in required parking spaces.	Sign can be displayed during daytime hours, sunrise to sunset

(e) Stake signs are permitted as follows:

Type	Max. Height	Max. Width	Max. Area	Qty	Location	Duration
Stake	8 ft.	N/A	64 sq. ft.	1	Signs shall be located on private property within the setbacks of the property lines. Signs located on private property away from the sale site shall have permission from the property owner.	Sign to be removed once reason for posting has passed/ceased with time frame indicated on permit application.

Division 7. Nonconforming Signs

Sec. 15.02.261 Definition

Any sign which would be unlawful or nonconforming hereunder, but for the fact that such sign was lawfully in existence on the date of the passage of this chapter or was previously registered under prior sign ordinances of the city.

Sec. 15.02.262 Authority to order removal; payment of compensation

The city council may, in accordance with the procedures set forth hereinafter, order that any nonconforming sign be removed; provided, however, that the owner of the sign or of the property on which same is located be paid compensable costs pursuant to and in conformity with Tex. Loc. Gov't. Code section 216.001 et seq.

Sec. 15.02.263 Sign control board

(a) The city council shall appoint a sign control board before administering those provisions of Texas Local Government Code Sections 216.005, 216.008 and 216.009, relating to the removal of nonconforming signs within the corporate limits and the extraterritorial jurisdiction of the city. Said board shall be composed of the following persons:

- (1) Two (2) persons who are real estate appraisers registered with the Society of Real Estate Appraisers or the American Institute of Real Estate Appraisers;
- (2) One (1) person who is engaged in the sign business in the city;
- (3) One (1) person who is an employee of the state department of transportation familiar with real estate evaluations in eminent domain proceedings;
- (4) One (1) person who is an architect or a landscape architect licensed by the state.

(b) Board members are appointed for a term of two (2) years.

Sec. 3.09.264 Notice of hearing

With respect to those nonconforming signs that the city determines shall be required to be removed, the board shall make a diligent effort to provide written notice to the owner of each such sign, and to the owner of the real property on which the sign is located in the case of off-premises signs, by certified mail, return receipt requested, which notice must:

- (1) Advise that the sign is a nonconforming sign;
- (2) Describe the sign by general type and location;

- (3) Describe the action required with respect to the removal of said sign, and the applicable procedures to be followed to accomplish same pursuant to this chapter and to Texas Local Government Code Section 216.001 et seq., as amended from time to time;
 - (4) Set a hearing before the board for the purpose of determining the amount of compensable costs to be paid by the city to the owner of the sign and, if applicable, the owner of the property on which same is located.
- (b) The board shall give at least ten (10) days' notice of the hearing to the owner of the real property on which the sign is located.
- (c) If any party entitled to notice cannot be located, the board shall publish notice in a newspaper of general circulation within the city containing the information set forth in subsection (a) hereinabove.

Sec. 15.02.265 Determination of amount of compensation

The board will determine the amount of compensation to which the owner of the sign that is required to be removed is entitled in accordance with the applicable provisions of sections through 216.014 of the Texas Local Government Code.

Sec. 15.02.266 Exceptions to compensation requirement

The requirements of Sections 15.02.261 through 15.02.265 do not apply to the following nonconforming signs, and no compensation shall be owing to the owners of such signs, and such signs shall be removed immediately upon the occurrence of the event specified:

- (1) Any sign that was erected in violation of local ordinances, laws or regulations applicable at the time of its erection;
- (2) A nonconforming sign for which no legal owner can be found after reasonable efforts have been made to identify and locate said owner;
- (3) A nonconforming sign that has become obsolete or substandard under any applicable ordinance of the municipality to the extent that the sign becomes a hazard or danger; or a nonconforming sign that is relocated by the owner thereof.

Secs. 15.02.267–15.02.300 Reserved

Division 8.

Sec. 15.02.301 Required; enforcement

All signs, along with all supports, braces, guys, and anchors, within the city and its area of extraterritorial jurisdiction shall be properly maintained in good repair and appearance at all times

and shall conform to all specifications, conditions, and terms included in a permit issued by the city for the affected sign. The sign display area shall be kept neatly painted or posted at all times. The city administrator shall have the authority to order the painting, repair, or removal of a sign and accompanying landscaping which constitutes a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence or abandonment. The city shall be entitled to seek injunctive relief to obtain the removal of any sign that constitutes a threat to the health or safety of the city.

Sec. 15.02.302 Notice of violation

(a) Before enforcement efforts are undertaken by the city or before prosecution for a violation of this chapter, the building official or code enforcement officer may determine that any sign is erected or maintained in violation of the provisions of this chapter. In that event, the code enforcement officer shall give written notice of the violation either by personal delivery or by certified mail, return receipt requested, to the owner or person entitled to possession of the sign and the owner of the property on which the sign is located, which notice shall:

- (1) State the nature of the violation;
- (2) Direct that the sign be altered or removed, or that the violation otherwise be corrected, to comply with the provisions of this chapter, within ten (10) days of receipt of the notice;
- (3) Advise that a hearing may be requested before the board of adjustments and appeals to determine whether the sign is or has been erected or maintained in violation of this chapter by filing a written application for such a hearing with the building official before the expiration of said ten-day period.

(b) No provision of this section shall be construed to impose a requirement that the city must provide notice and an opportunity for a hearing before the board of adjustments and appeals before the city seeks available penalties for violations of this chapter.

Sec. 15.02.303 Installation of temporary sign when permanent sign is damaged

A temporary sign may be installed in accordance with the provisions of section 15.02.216 if a permanent sign is damaged or destroyed to the extent that the sign is no longer readable. The temporary sign will be allowed for a period of six (6) months or until the permanent sign is repaired or replaced, whichever time period occurs first. A sign permit will be required for the temporary sign, but a permit fee will not be charged.

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

15

(City Secretary's Use Only)

Department: Admin

Prepared by: Rachel Austin

Budgeted Amount: \$ n/a

Date Prepared: September 2, 2021

Exhibits: _____

Subject

Ordinance amending the 2020-2021 budget

Recommendation

Approve the ordinance amending the FY 2020-2021 budget

Discussion

Approval By

Signature

Date

Department Head

M. Dorne

9.2.2021

City Administrator

H. J.

9/3/21

ORDINANCE NO. 2021-O-564A

**AN ORDINANCE AMENDING ORDINANCE 2020-O-564 ADOPTING
THE ANNUAL BUDGET OF THE CITY OF JONESTOWN, TEXAS FOR
THE 2020-2021 FISCAL YEAR.**

Whereas, an Amended Budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021, for the City of Jonestown, Texas was duly filed with the City Secretary and was duly presented to the City Council by Paul Johnson, Mayor;

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

SECTION 1. Amendment.

The City of Jonestown hereby amends the items in its FY 2020 - 2021 annual city budget as identified in exhibit "A" of this ordinance.

SECTION 2. Open Meetings.

It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, Chapter 551, Texas Government Code.

SECTION 3. Effective Date.

This Ordinance shall be in force and effect from and after its passage on the date shown below.

PASSED, APPROVED AND ADOPTED THIS 9th DAY OF SEPTEMBER, 2021.

Paul Johnson, Mayor

ATTEST:

Rachel Austin, City Secretary

EXHIBIT A

**CITY OF JONESTOWN
GENERAL FUND 10
ANNUAL BUDGET AMENDMENT
FY 2021**

ACCOUNT NUMBER	ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	3,298,308 AMENDED BUDGET FY 2021
REVENUES				
GENERAL SERVICES				
10-00-4010	PROPERTY TAX - CURRENT	2,385,000	9,714	2,394,714
10-00-4011	PROPERTY TAX - PRIOR	15,000	482	15,482
10-00-4012	PROPERTY TAX - P & I	12,000	1,068	13,068
10-00-4020	SALES TAX	160,000	5,275	165,275
10-00-4652	CORONAVIRUS RELIEF FUND GRANT	-	2,200	2,200
10-00-4680	OTHER INCOME	18,750	(18,650)	100
10-00-4811	JANITORIAL OVERHEAD - PLAZA	-	-	-
GENERAL SERVICES SUBTOTAL		2,735,307	(1,911)	2,733,396
MUNICIPAL COURT				
10-25-4300	MUNICIPAL COURT FINES	100,000	18,000	118,000
10-25-4603	BANK & CREDIT CARD FEES	5,000	1,000	6,000
MUNICIPAL COURT SUBTOTAL		105,500	19,000	124,300
DEVELOPMENT SERVICES				
10-30-4200	DEVELOPMENT PLAN FEES	12,000	10,000	22,000
10-30-4202	PLAN REVIEW FEES	16,000	15,000	31,000
10-30-4205	BUILDING PERMIT FEES	350,000	125,000	475,000
10-30-4220	RE-INSPECTION FEES	3,500	14,000	17,500
10-30-4221	TECHNOLOGY FEES	3,000	4,500	7,500
10-30-4224	TREE PERMIT FEES	1,500	3,500	5,000
10-30-4226	BURN PERMIT FEES	300	(300)	-
DEVELOPMENT SERVICES SUBTOTAL		429,750	171,700	601,450
PARKS & RECREATION				
10-40-4400	COPY, PRINTING & FAX FEES	-	-	-
10-40-4501	BOAT LAUNCH FEES - DAILY	80,000	20,000	100,000
10-40-4502	BOAT LAUNCH FEES - RESIDENT	4,000	1,000	5,000
10-40-4508	DAILY USE FEES	25,000	40,000	65,000
10-40-4510	FACILITIES RENTAL FEES	6,000	(6,000)	-
10-40-4515	PARKING FEES	2,000	(2,000)	-
PARKS & RECREATION SUBTOTAL		117,000	53,000	170,000
TOTAL GENERAL FUND AMENDED REVENUES		3,412,992	241,789	3,654,581

**CITY OF JONESTOWN
GENERAL FUND 10
ANNUAL BUDGET AMENDMENT
FY 2021**

ACCOUNT NUMBER	ACCOUNT NAME	3,298,308 ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	3,298,308 AMENDED BUDGET FY 2021
EXPENDITURES				
GENERAL SERVICES				
10-00-6681	COVID-19	-	2,000	2,000
10-00-6683	DARK SKIES INITIATIVE	-	5,000	5,000
GENERAL SERVICES SUBTOTAL		587,380	7,000	592,280
ADMINISTRATION				
10-10-6434	INSURANCE-WORKERS COMPENSATION	600	1,700	2,300
ADMINISTRATION SUBTOTAL		97,500	1,700	99,200
CITY COUNCIL				
10-11-6203	COMPUTER EQUIPMENT & SOFTWARE	3,500	5,350	8,850
CITY COUNCIL SUBTOTAL		12,050	5,350	17,400
CITY SECRETARY				
10-16-6203	COMPUTER EQUIPMENT & SOFTWARE	-	385	385
10-16-6454	LEGAL NOTICES	1,000	700	1,700
CITY SECRETARY SUBTOTAL		166,591	1,085	167,676
POLICE				
10-20-6002	PART TIME SALARIES	-	1,400	1,400
10-20-6206	POLICE EQUIPMENT	6,500	600	7,100
10-20-6221	JANITORIAL SUPPLIES	600	300	900
POLICE SUBTOTAL		1,069,272	2,300	1,071,572
MUNICIPAL COURT				
10-25-6403	LEGAL SERVICES	5,000	700	5,700
10-25-6424	TELEPHONE, MOBILE & INTERNET	-	300	300
MUNICIPAL COURT SUBTOTAL		88,718	1,000	89,718
FINANCE				
10-26-6001	FULL TIME SALARIES	62,000	20,000	82,000
10-26-6031	EMPLOYEE EXPENSE	100	900	1,000
10-26-6201	OFFICE EQUIPMENT	1,000	550	1,550
10-26-6203	COMPUTER EQUIPMENT & SOFTWARE	-	1,500	1,500
10-26-6402	AUDIT SERVICES	16,000	3,800	19,800
FINANCE SUBTOTAL		108,978	26,750	135,728

**CITY OF JONESTOWN
GENERAL FUND 10
ANNUAL BUDGET AMENDMENT
FY 2021**

ACCOUNT NUMBER	ACCOUNT NAME	3,298,308 ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	3,298,308 AMENDED BUDGET FY 2021
DEVELOPMENT SERVICES				
10-30-6002	PART TIME SALARIES	3,500	23,300	26,800
10-30-6406	ENGINEERING SERVICES	15,000	6,000	21,000
10-30-6409	PROFESSIONAL SERVICES	-	2,250	2,250
10-30-6449	FILING FEES	100	750	850
10-30-6454	LEGAL NOTICES	2,300	6,000	8,300
DEVELOPMENT SERVICES SUBTOTAL		370,488	38,300	408,717
PARKS & RECREATION				
10-40-6010	OVERTIME	1,000	3,000	4,000
10-40-6441	SOFTWARE LICENSES	2,160	2,500	4,660
PARKS & RECREATION SUBTOTAL		326,084	5,500	331,584
PUBLIC WORKS				
10-50-6203	COMPUTER EQUIPMENT & SOFTWARE	2,000	7,000	9,000
10-50-6205	SAFETY EQUIPMENT & SUPPLIES	3,500	3,700	7,200
10-50-6301	BUILDING & GROUNDS MAINTENANCE	2,000	1,900	3,900
PUBLIC WORKS SUBTOTAL		433,579	12,600	446,179
TOTAL GENERAL FUND AMENDED EXPENDITURES		3,580,576	101,585	3,679,990

CITY OF JONESTOWN
CAPITAL RESERVE FUND 16
ANNUAL BUDGET AMENDMENT
FY 2021

PROJECTED BEGINNING FUND BALANCE		\$ 206,249		\$ 206,249
ACCOUNT NUMBER	ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
REVENUES				
16-00-4601	SALE OF ASSETS	-	-	-
16-00-4910	TRANSFER FROM GENERAL FUND	150,000	-	150,000
TOTAL CAPITAL RESERVE AMENDED REVENUES		150,000	-	150,000
EXPENDITURES				
GENERAL SERVICES				
16-00-6808	BUILDINGS & LAND	-	-	-
16-00-6810	EQUIPMENT	-	-	-
	Fiber Installation Project			-
	Phone/Network Project			-
16-00-6812	COMPUTER EQUIPMENT	-	-	-
16-00-6816	COMPREHENSIVE ORDINANCE UPDATE	-	-	-
TOTAL GENERAL SERVICES		-	-	-
POLICE				
16-20-6806	POLICE DEPARTMENT BUILDING			
	Replace A/C Unit (1 of 4)	-	6,623	6,623
	Replace A/C Unit (2 of 4)	8,500		8,500
	Covered Parking	-		-
	SUBTOTAL POLICE DEPARTMENT BUILDING	8,500	6,623	15,123
16-20-6809	VEHICLES			
	Patrol Unit(s) w/ equipment	-		-
	Motorcycle Unit w/ equipment	-	24,677	24,677
	SUBTOTAL POLICE DEPARTMENT VEHICLES	-	24,677	24,677
16-20-6810	EQUIPMENT			
	Radios (2)			-
	Toughbook Laptops (4)	15,000	-	15,000
	SUBTOTAL POLICE DEPARTMENT EQUIPMENT	15,000	-	15,000
16-20-6813	LAKE PATROL EQUIPMENT	-	-	-
TOTAL POLICE		23,500	31,300	54,800
DEVELOPMENT SERVICES				
16-30-6809	VEHICLES	-	-	-
TOTAL DEVELOPMENT SERVICES		-	-	-
PARKS & RECREATION				
16-40-6809	VEHICLES	-	-	-
	Pickup			-
16-40-6815	PARK EQUIPMENT			
	Ventek Station			-
	Replace 2010 Exmark Mower	12,000	(12,000)	-
	Chipper (6")	5,000		5,000
	Phase II Playscape	-		-
	Playscape for ages 5-12	-		-
	Finish Paving Entrance to JB Park	-		-
	SUBTOTAL PARK EQUIPMENT	17,000	(12,000)	5,000
TOTAL PARKS & RECREATION		17,000	(12,000)	5,000

CITY OF JONESTOWN
CAPITAL RESERVE FUND 16
ANNUAL BUDGET AMENDMENT
FY 2021

PROJECTED BEGINNING FUND BALANCE		\$ 206,249		\$ 206,249
ACCOUNT NUMBER	ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
PUBLIC WORKS				
16-50-6808	BUILDINGS & LAND			
	A/C in Public Works building	6,500		6,500
	Septic System (PW & EMS Bldg)	10,000	-	10,000
	<i>SUBTOTAL BUILDINGS & LAND</i>	16,500	-	16,500
16-50-6809	VEHICLES			
	Bucket Truck	-		
	Backhoe	-		
	Pickups w/ equipment	50,000	-	50,000
	<i>SUBTOTAL VEHICLES</i>	50,000	-	50,000
16-50-6810	EQUIPMENT			
	Cameras (PD/PW/CH)	-		
	Replace Kubota UTV	-		
	Gate Access PW	-		
	Laptops for PW Trucks/WiFi	-		
	Skid Steer Sweeper & Auger	-		-
	Side by Side	-		-
	Sand Spreader (2)	-		-
	UTV (side by side)	15,000	(15,000)	-
	Light Pole	-		-
	Air Compressor	14,000	(14,000)	-
	<i>SUBTOTAL EQUIPMENT</i>	29,000	(29,000)	-
TOTAL PUBLIC WORKS		95,500	(29,000)	66,500
TOTAL CAPITAL RESERVE AMENDED EXPENDITURES		136,000	(9,700)	126,300
REVENUES OVER(UNDER) EXPENDITURES		14,000	9,700	23,700

**CITY OF JONESTOWN
NORTHSHORE WASTEWATER FUND 17
ANNUAL BUDGET AMENDMENT
FY 2021**

PROJECTED BEGINNING FUND BALANCE	\$ 268,664	\$ 268,664
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ACCOUNT NUMBER	ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
REVENUES				
17-00-4260	TAP & IMPACT FEES	5,000	29,000	34,000
17-00-4425	WW SERVICE FEES - JONESTOWN	160,000	-	160,000
17-00-4430	WW SERVICE FEES - LAGO VISTA	60,600	-	60,600
17-00-4604	FINANCE CHARGE FEES	1,500	3,600	5,100
17-00-4605	INTEREST EARNED		-	-
17-00-4680	INTEREST EARNED		-	-
TOTAL REVENUES		227,100	32,600	259,700
EXPENDITURES				
17-00-6001	FULL TIME SALARIES	42,000	-	42,000
17-00-6010	OVERTIME	1,000	-	1,000
17-00-6020	LONGEVITY	300	-	300
17-00-6031	EMPLOYEE EXPENSE	100	-	100
17-00-6035	FICA/MEDICARE	3,312	-	3,312
17-00-6040	RETIREMENT	3,265	-	3,265
17-00-6045	HEALTH INSURANCE BENEFITS	7,810	-	7,810
17-00-6055	TEXAS WORKFORCE COMMISSION	200	-	200
17-00-6203	COMPUTER EQUIPMENT & SOFTWARE	12,000	1,408	13,408
17-00-6204	SMALL TOOLS & EQUIPMENT	7,000	-	7,000
17-00-6205	SAFETY EQUIPMENT	2,500	-	2,500
17-00-6220	OFFICE SUPPLIES	500	-	500
17-00-6222	GENERAL SUPPLIES	2,000	-	2,000
17-00-6230	POSTAGE & FREIGHT	1,500	-	1,500
17-00-6237	CHEMICALS	7,000	-	7,000
17-00-6301	BUILDING & GROUNDS MAINTENANCE	2,000	-	2,000
17-00-6305	EQUIPMENT MAINTENANCE	4,000	-	4,000
17-00-6312	TRAINING & CERTIFICATION	2,800	-	2,800
17-00-6313	LICENSING & PERMITS	2,000	-	2,000
17-00-6314	MEALS	500	-	500
17-00-6316	TRAVEL	1,500	-	1,500
17-00-6320	SYSTEM REPAIRS	20,000	-	20,000

**CITY OF JONESTOWN
NORTSHORE WASTEWATER FUND 17
ANNUAL BUDGET AMENDMENT
FY 2021**

PROJECTED BEGINNING FUND BALANCE		\$ 268,664		\$ 268,664
ACCOUNT NUMBER	ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
17-00-6406	ENGINEERING SERVICES	5,000	-	5,000
17-00-6421	ELECTRICITY	12,000	-	12,000
17-00-6422	WATER	5,000	-	5,000
17-00-6424	TELEPHONE, MOBILE, INTERNET	1,000	-	1,000
17-00-6433	INSURANCE - REAL/PERSONAL	3,200	-	3,200
17-00-6434	INSURANCE-WORKERS COMPENSATION	1,200	-	1,200
17-00-6441	SOFTWARE LICENSES	1,200	-	1,200
17-00-6449	FILING FEES	-	-	-
17-00-6463	LABORATORY TESTING	7,000	-	7,000
17-00-6464	WASTE WATER SLUDGE REMOVAL	6,000	-	6,000
17-00-6465	WASTE WATER SERVICE	50,000	-	50,000
17-00-6626	ADMIN OVERHEAD	16,600	-	16,600
17-00-6680	MISCELLANEOUS/OTHER	-	-	-
17-00-6860	TANK REPAIR PROJECT	125,000	5,000	130,000
17-00-6910	DEPRECIATION	-	-	-
TOTAL NORTSHORE WASTEWATER AMENDED EXPENDITURES		356,487	6,408	362,895
REVENUES OVER(UNDER) EXPENDITURES		<u>(129,387)</u>	<u>26,192</u>	<u>(103,195)</u>

**CITY OF JONESTOWN
DEBT SERVICE FUND 20
ANNUAL BUDGET AMENDMENT
FY 2021**

PROJECTED BEGINNING FUND BALANCE	\$ 126,175	\$ 126,175
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ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
REVENUES			
PROPERTY TAX - CURRENT	477,749	2,352	480,101
PROPERTY TAX - PRIOR	-	-	-
PROPERTY TAX - P & I	-	-	-
TRANSFER FROM GENERAL FUND	-	-	-
TOTAL REVENUES	477,749	2,352	480,101
EXPENDITURES			
BANK/AGENT FEES	300	-	300
GO REF BOND, SERIES 2012 PRINCIPAL	50,000	-	50,000
GO REF BOND, SERIES 2012 INTEREST	9,520	-	9,520
TAX NOTE, SERIES 2015 PRINCIPAL	255,000	-	255,000
TAX NOTE, SERIES 2015 INTEREST	1,849	-	1,849
TAX NOTE, SERIES 2019 PRINCIPAL	110,000	-	110,000
TAX NOTE, SERIES 2019 INTEREST	51,381	-	51,381
TOTAL EXPENDITURES	478,050	-	478,050
 REVENUES OVER(UNDER) EXPENDITURES	 (301)	 2,352	 2,051

**CITY OF JONESTOWN
LANDSCAPE FUND 46
ANNUAL BUDGET AMENDMENT
FY 2021**

PROJECTED BEGINNING FUND BALANCE	\$	-	\$	-
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ACCOUNT NUMBER	ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
REVENUES				
46-00-4251	REPLACEMENT TREES - IN LIEU OF	-	67,570	67,570
46-00-4945	REPLACEMENT TREES - IN LIEU OF	-	139,307	139,307
TOTAL REVENUES		-	206,877	206,877
EXPENDITURES				
46-00-6250	TREES	-	387	387
TOTAL EXPENDITURES		-	387	387
REVENUES OVER(UNDER) EXPENDITURES		-	206,490	206,490

**CITY OF JONESTOWN
LIBRARY FUND 55
ANNUAL BUDGET AMENDMENT
FY 2021**

PROJECTED BEGINNING FUND BALANCE	\$	19,371	\$	19,371
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ACCOUNT NAME	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021
REVENUES			
DONATIONS	-	2,000	2,000
GRANTS	-	15,000	15,000
TOTAL REVENUES	-	17,000	17,000
EXPENDITURES			
EMPLOYEE/CITIZEN RECOGNITION			-
DONATION EXPENDITURES	10,000	-	10,000
FUNDRAISER EXPENDITURES		-	-
GRANT EXPENDITURES		-	-
TOTAL EXPENDITURES	10,000	-	10,000
REVENUES OVER(UNDER) EXPENDITURES	<u>(10,000)</u>	<u>17,000</u>	<u>7,000</u>

**CITY OF JONESTOWN
HOTEL OCCUPANCY FUND 56
ANNUAL BUDGET AMENDMENT
FY 2021**

PROJECTED BEGINNING FUND BALANCE	\$ 337,831		\$ 337,831
	ADOPTED	PROPOSED	PROPOSED
	BUDGET	AMENDMENTS	AMENDED
ACCOUNT NAME	FY 2021	FY 2021	BUDGET
			FY 2021
REVENUES			
HOTEL OCCUPANCY TAX	60,000		60,000
TOTAL REVENUES	60,000	-	60,000
EXPENDITURES			
LICENSING & PERMITS	760		760
CHAMBER OF COMMERCE	13,000		13,000
PROMOTIONAL & ADVERTISING	8,240	(7,240)	1,000
ORGANIZATION REQUESTS	4,000	(4,000)	-
<i>CajunFest</i>	4,000	(4,000)	-
<i>Balcones Songbird Festival</i>	-		-
<i>Cox Springs School Renovation</i>	-		-
EQUIPMENT	-	26,942	26,942
<i>LED Sign</i>	-	26,942	26,942
<i>Portable Restroom Trailer</i>	-		-
TOTAL EXPENDITURES	30,000	11,702	41,702
REVENUES OVER(UNDER) EXPENDITURES	30,000	(11,702)	18,298

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

16

(City Secretary's Use Only)

Department: Admin

Prepared by: Rachel Austin

Budgeted Amount: \$ n/a

Date Prepared: August 24, 2021

Exhibits: Ordinance with exhibit

Subject

Adoption of the 2021-2022 budget

Recommendation

That Council approve the ordinance adopting the FY 2021-2022 budget, by

ROLL CALL VOTE

Discussion

This is the first step in the budget/tax rate adoption for the new fiscal year. The sequence of actions to be taken is as follows:

1. approve the ordinance adopting the new budget
2. vote to ratify the tax increase reflected in the budget.
3. approve the ordinance levying taxes, using specific language for the motion

Approval By

Signature

Date

Department Head



9.2.2021

City Administrator



9/3/21

ORDINANCE NO. 2021-O-__

AN ORDINANCE OF THE CITY OF JONESTOWN, TEXAS ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Mayor of the City of Jonestown, Texas (herein the “City”) has submitted to the City Council a proposed budget of the revenues of said City and the expenditures/expenses of conducting the affairs thereof and providing a complete financial plan for 2021/2022 and which said proposed budget has been compiled from detailed information obtained from the several departments, divisions, and office of the City;

WHEREAS, the City Council has received said Mayor’s proposed budget, a copy of which proposed budget and all supporting schedules have been filed with the City Secretary; and

WHEREAS, the City Council has conducted a public hearing on the budget on September 2, 2021, as provided by law;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESTOWN, TEXAS, THAT:

Section 1. The proposed budget of the revenue of the City and the expenses of conducting the affairs thereof providing a complete financial plan for the ensuing fiscal year beginning October 1, 2021, and ending September 30, 2022, as submitted to the City Council by the Mayor of said City, and which budget is attached hereto as Exhibit “A”, be and the same is in all things adopted and approved as the budget of all current expenditures/expenses as well as fixed charges against said City for the fiscal year beginning October 1, 2021, and ending September 30, 2022.

Section 2. The sums shown on Exhibit “A” are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document for the fiscal year ending September 30, 2022.

Section 3. Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall be and remain in full force and effect from and after its final passage and publication as herein provided.

PASSED AND APPROVED this 9th day of September, 2021.

THE CITY OF JONESTOWN, TEXAS

Paul Johnson, Mayor

ATTEST:

Rachel Austin, City Secretary

EXHIBIT “A”



**FY 2022
PROPOSED BUDGET
&
SUPPLEMENTAL
INFORMATION**

**CITY OF JONESTOWN
PROPOSED BUDGET
FY 2022**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$330,923, which is a 11.47% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$221,284.

Council Member	Vote
Mayor Paul Johnson	For () Against ()
Alderman Eric Davis, Place 1	For () Against ()
Mayor Pro Tem Tom Buckle, Place 2	For () Against ()
Alderman Rod Schaffner, Place 3	For () Against ()
Alderman David Nelson, Place 4	For () Against ()
Alderwoman Linda Bush, Place 5	For () Against ()

Property Tax Comparison:

2020/2021 Rates:		2021/2022 Rates	
Adopted Tax Rate	0.5656	Proposed Tax Rate	0.5188
Adopted M&O Rate	0.4720	Proposed M&O Rate	0.4239
No New Revenue Tax Rate	0.5760	No New Revenue Tax Rate	0.4991
No New Revenue M&O Rate	0.4860	No New Revenue M&O Rate	0.4241
Voter Approved M&O Rate	0.5030	Voter Approved M&O Rate	0.4389
I&S Tax Rate	0.0936	I&S Tax Rate	0.0949
Voter Approved Rate	0.5966	Voter Approved Rate	0.5648

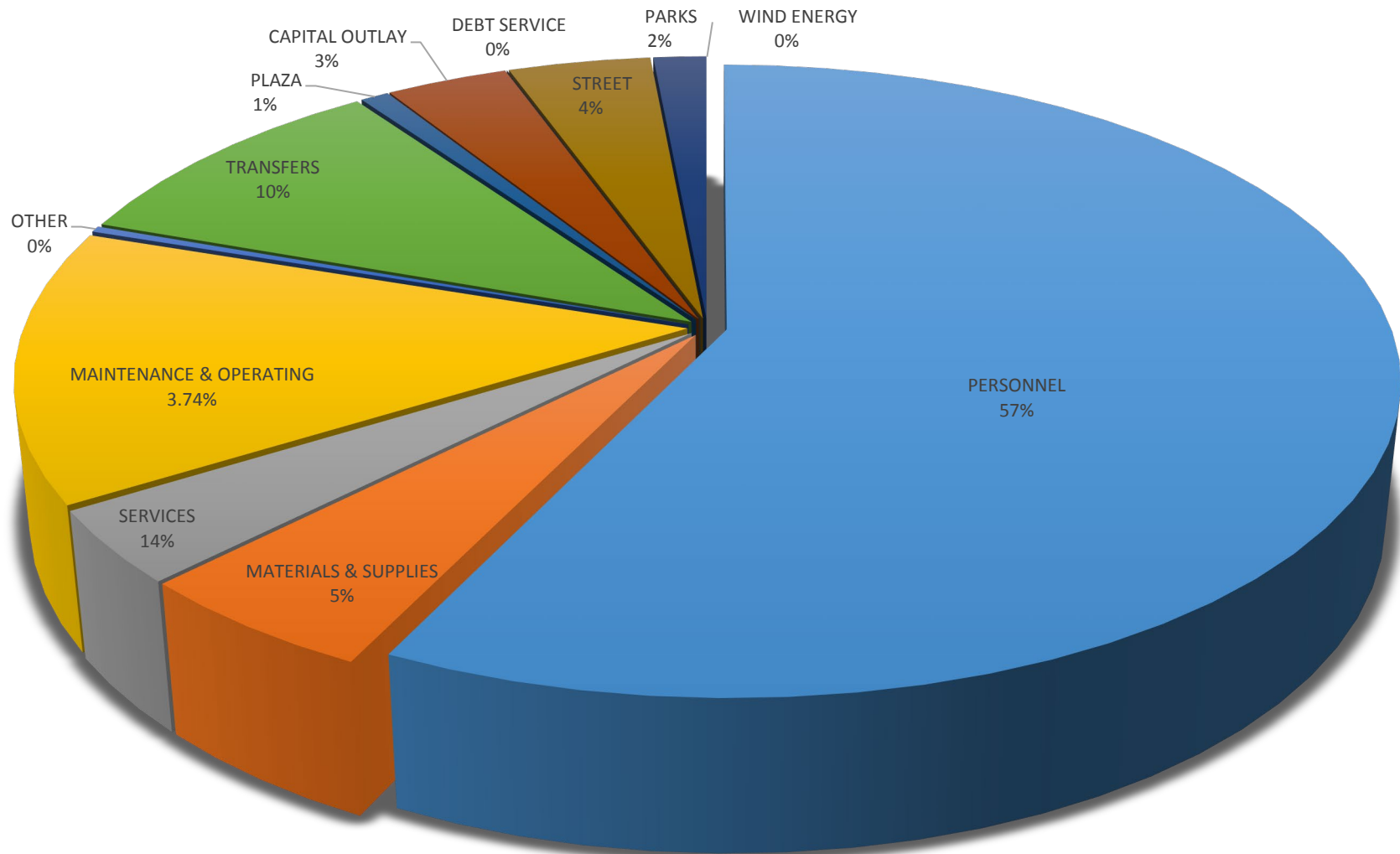
The total amount of municipal debt obligations secured by property taxes for the City of Jonestown is \$588,568.

This budget is based on a rate of 0.5188 per \$100 of valuation for current year property taxes. The above numbers represent a collection rate of 100%.

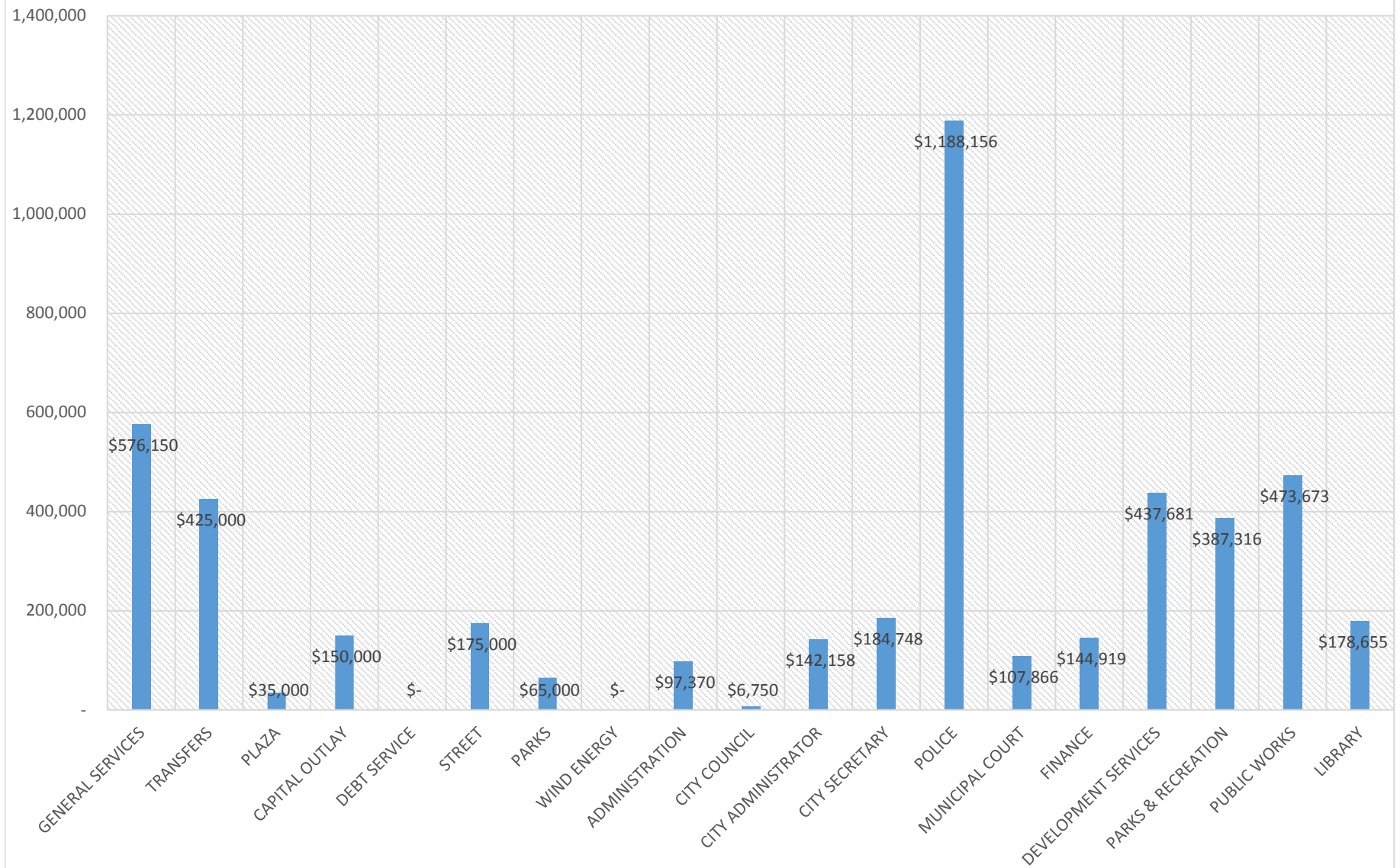
Calculated Tax Rate Comparison

	Tax Rate	Average Value	Tax Levy	Change \$/Year
Last Year Tax Rate	\$0.5656	\$326,546	\$1,847	-
No New Revenue Tax Rate	\$0.4991	\$360,703	\$1,800	(47)
Voter Approval Rate	\$0.5648	\$360,703	\$2,037	190
Proposed Tax Rate	\$0.5188	\$360,703	\$1,871	24

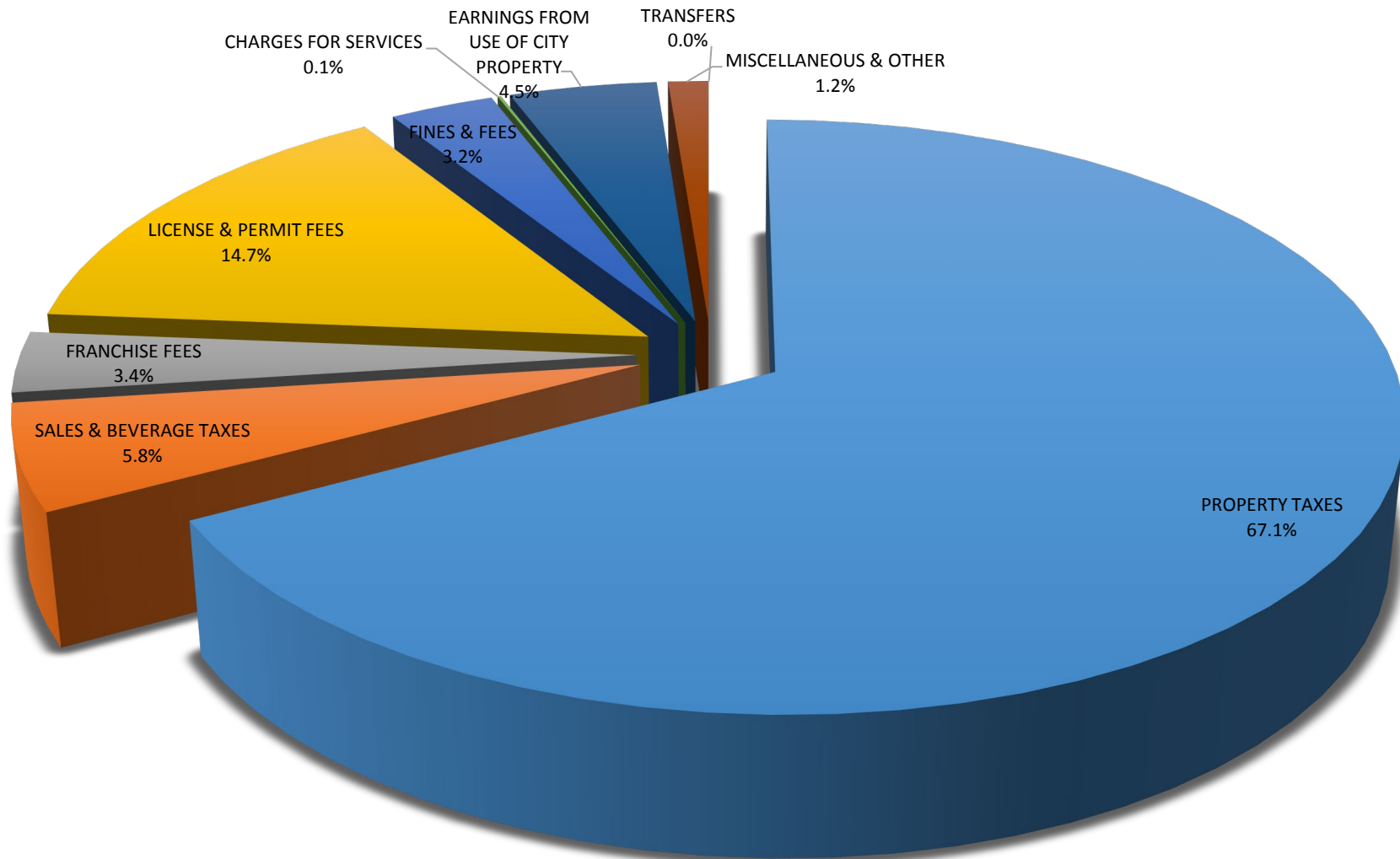
Proposed Fiscal Year 2022
Budgeted General Fund Expenditures by Type
\$3,925,441



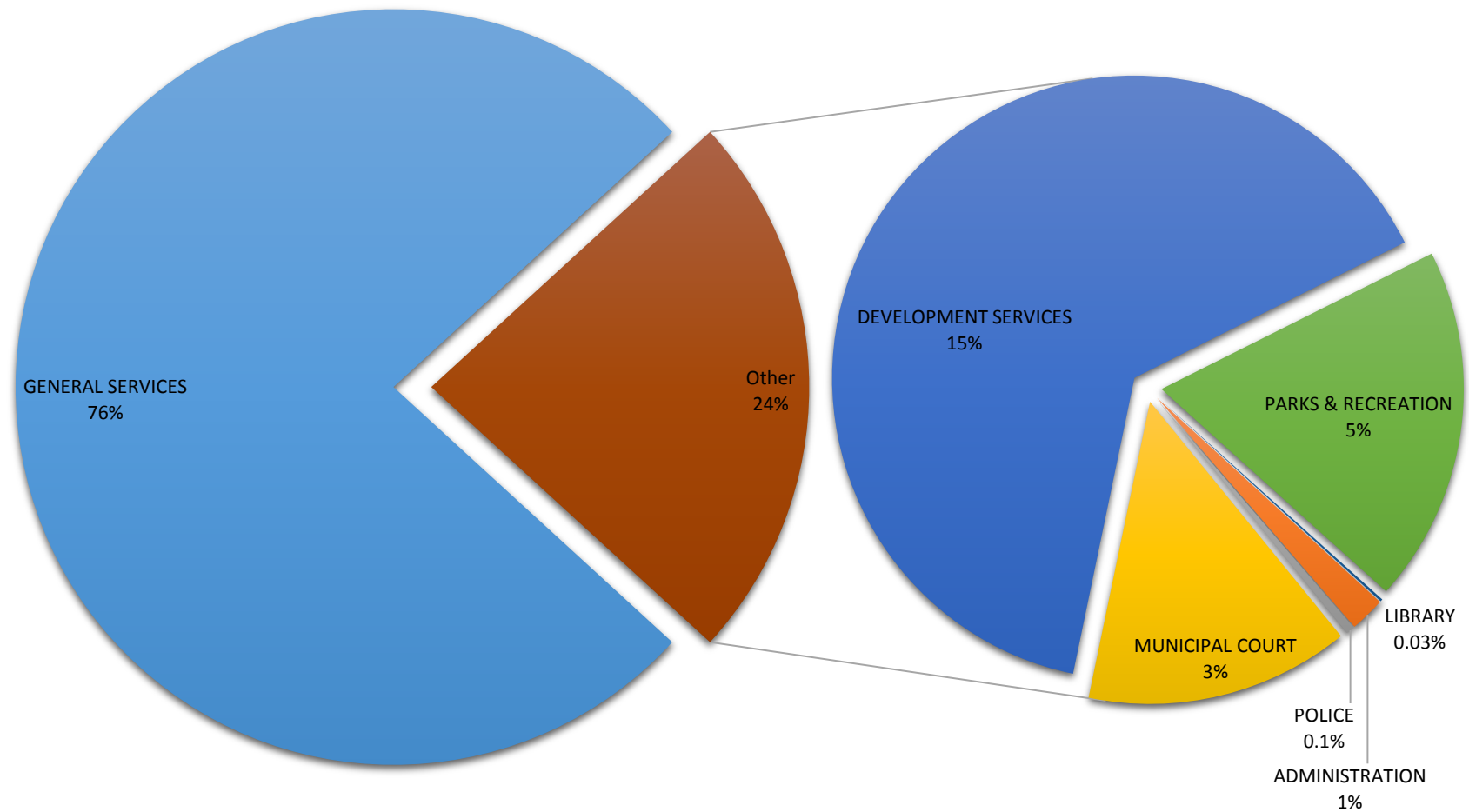
Proposed Fiscal Year 2022
 Budgeted General Fund Expenditures by Department
 \$3,925,441



**Proposed Fiscal Year 2022
Budgeted General Fund Revenues by Type**
\$3,956,174



Proposed Fiscal Year 2022
Budgeted General Fund Revenues by Department
\$3,956,174



Fiscal Year 2021-2022
Summary - Budget Enhancement Requests

Description of Request	Net Cost	FTE's
Police Department		
Two Additional Police Officers (one to start 2nd quarter)		
Salary, Payroll Taxes & Benefits	127,523.29	2.00
Uniforms Including Vests (2)	4,468.00	
Employment Screening (Psych & Drug)	813.00	
Subtotal Police Department	132,804.29	2.00
Development Services		
Replace Part-Time with Full-Time Planning/GIS Tech		
Salary, Payroll Taxes & Benefits	28,908.85	1.00
(Part-time/Interns reduced to offset switch-\$14.5K)	(14,500.00)	
Two GIS Software licenses (\$500/license)	1,000.00	
Subtotal Development Services	15,408.85	1.00
Public Works		
Additional Public Works Technician		
Salary, Payroll Taxes & Benefits	42,048.16	1.00
Shirts, Pants, Boots, Hard Hats	627.00	
Subtotal Public Works	42,675.16	1.00
TOTAL BUDGET ENHANCEMENT REQUESTS	\$ 190,888.30	\$ 4.00
Equivalent Tax Rate to Fund	\$0.03	

**CITY OF JONESTOWN
GENERAL FUND 10 SUMMARY
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$ 2,775,475	\$ 3,298,308	\$ 3,298,308	\$ 3,298,308	\$ 3,298,308	
	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	AMENDMENTS FY 2021	AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES						
PROPERTY TAXES	2,439,253	2,343,816	2,412,000	11,264	2,423,264	2,655,644
SALES & BEVERAGE TAXES	178,639	186,082	167,000	3,275	170,275	230,000
FRANCHISE FEES	132,741	138,562	133,000	-	133,000	133,000
LICENSE & PERMIT FEES	291,404	354,052	412,505	171,700	584,205	581,250
FINES & FEES	184,196	111,843	101,200	19,000	120,200	125,600
CHARGES FOR SERVICES	20,059	2,816	4,300	-	4,300	4,100
EARNINGS FROM USE OF CITY PROPERTY	101,025	162,790	117,000	53,000	170,000	178,000
MISCELLANEOUS & OTHER	40,456.35	202,877	65,987	(16,450)	49,537	48,580
TRANSFERS	-	-	-	-	-	-
TOTAL REVENUES	3,387,773	3,502,838	3,412,992	241,789	3,654,781	3,956,174
EXPENDITURES						
PERSONNEL	1,736,604	1,894,482	2,160,456	48,600	2,209,056	2,489,315
MATERIALS & SUPPLIES	185,400	170,072	231,700	19,385	251,085	227,639
MAINTENANCE & OPERATING	107,889	144,469	169,500	1,900	171,400	162,900
SERVICES	510,161	505,394	578,070	24,700	602,770	607,337
OTHER	17,168	37,941	15,250	7,000	22,250	13,250
TRANSFERS	637,400	420,800	425,600	-	425,600	425,000
<i>PLAZA</i>	<i>35,000</i>	<i>35,000</i>	<i>35,000</i>	<i>-</i>	<i>35,000</i>	<i>35,000</i>
<i>CAPITAL OUTLAY</i>	<i>300,000</i>	<i>168,400</i>	<i>150,000</i>	<i>-</i>	<i>150,000</i>	<i>150,000</i>
<i>DEBT SERVICE</i>	<i>85,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>STREET</i>	<i>175,000</i>	<i>175,000</i>	<i>175,000</i>	<i>-</i>	<i>175,000</i>	<i>175,000</i>
<i>PARKS</i>	<i>40,000</i>	<i>40,000</i>	<i>65,000</i>	<i>-</i>	<i>65,000</i>	<i>65,000</i>
<i>WIND ENERGY</i>	<i>2,400</i>	<i>2,400</i>	<i>600</i>	<i>-</i>	<i>600</i>	<i>-</i>
TOTAL EXPENDITURES	3,194,622	3,173,157	3,580,576	101,585	3,682,161	3,925,441
REVENUES OVER(UNDER) EXPENDITURES	193,152	329,681	(167,584)		(27,380)	30,733
PROJECTED ENDING FUND BALANCE	\$ 2,968,627	\$ 3,298,308	\$ 3,130,724	\$ 3,270,928	\$ 3,329,041	
Projected months of reserve	9.72	11.03	9.22	-	9.42	9.01
Projected months of reserve no transfers						10.31

**CITY OF JONESTOWN
GENERAL FUND 10 SUMMARY
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$ 2,775,475		\$ 3,298,308		\$ 3,298,308		\$ 3,298,308				
Total Tax Rate = \$0.5188; M&O = \$0.4239; I&S = \$0.0949											
	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	AMENDMENTS FY 2021	AMENDED BUDGET FY 2021	% OF TOTAL BUDGET	PROPOSED BUDGET FY 2022	% OF BUDGET	% VARIANCE FY 2019 to FY 2020	\$ VARIANCE FY 2020 to FY 2021	% VARIANCE FY 2021 to FY 2022
REVENUES											
GENERAL SERVICES	2,764,825	2,827,014	2,735,307	(1,911)	2,845,165	75.5%	3,022,644	76.4%	2.25%	0.64%	6.24%
ADMINISTRATION	8,582	17,101	19,255	-	19,255	0.5%	17,500	0.4%	99.27%	12.59%	-9.11%
POLICE	4,534	5,890	4,180	-	4,180	0.1%	4,180	0.1%	29.92%	-29.04%	0.00%
MUNICIPAL COURT	189,914	115,751	105,500	19,000	124,300	3.3%	132,000	3.3%	-39.05%	7.39%	6.19%
DEVELOPMENT SERVICES	315,483	372,473	429,750	171,700	601,450	16.0%	600,650	15.2%	18.06%	61.48%	-0.13%
PARKS & RECREATION	101,500	162,790	117,000	53,000	170,000	4.5%	178,000	4.5%	60.38%	4.43%	4.71%
LIBRARY	2,935	1,820	2,000	-	2,000	0.1%	1,200	0.0%	-38.00%	9.92%	-40.00%
TOTAL REVENUES	3,387,773	3,502,838	3,412,992	241,789	3,766,350	100.0%	3,956,174	100.0%	3.40%	7.52%	5.04%
EXPENDITURES											
GENERAL SERVICES	744,417	564,612	587,380	7,000	592,280	16.1%	576,150	14.6%	-24.15%	4.90%	-2.72%
TRANSFERS	637,400	0%	425,600	-	360,600	9.8%	425,000	10.7%	-100.00%	0.00%	17.86%
PLAZA	35,000	35,000	35,000	-	35,000	1.0%	35,000	0.9%	0.00%	0.00%	0.00%
CAPITAL OUTLAY	300,000	168,400	150,000	-	150,000	4.1%	150,000	3.8%	-43.87%	-10.93%	0.00%
DEBT SERVICE	85,000	-	-	-	0.0%	0.0%	-	0.0%	-100.00%	0.00%	0.00%
STREET	175,000	175,000	175,000	-	175,000	4.8%	175,000	4.4%	0.00%	0.00%	0.00%
PARKS	40,000	40,000	65,000	-	-	0.0%	65,000	1.6%	0.00%	-100.00%	0.00%
WIND ENERGY	2,400	2,400	600	-	600	0.0%	-	0.0%	0.00%	-75.00%	-100.00%
ADMINISTRATION	80,306	83,736	97,500	1,700	99,200	2.7%	97,370	2.5%	4.27%	18.47%	-1.84%
CITY COUNCIL	1,793	1,580	12,050	5,350	17,400	0.5%	6,750	0.2%	-11.83%	1000.92%	-61.21%
CITY ADMINISTRATOR	112,815	106,613	142,975	-	142,975	3.9%	142,158	3.6%	-5.50%	34.11%	-0.57%
CITY SECRETARY	147,269	151,779	166,591	1,085	167,676	4.6%	184,748	4.7%	3.06%	10.47%	10.18%
POLICE	904,494	935,493	1,069,272	2,300	1,071,572	29.1%	1,188,156	30.0%	3.43%	14.55%	10.88%
MUNICIPAL COURT	79,222	82,495	88,718	1,000	89,718	2.4%	107,866	2.7%	4.13%	8.76%	20.23%
FINANCE	97,719	99,610	108,978	26,750	135,728	3.7%	144,919	3.7%	1.94%	36.26%	6.77%
DEVELOPMENT SERVICES	300,331	313,294	370,488	38,300	408,717	11.1%	437,681	11.1%	4.32%	30.46%	7.09%
PARKS & RECREATION	183,630	260,112	326,084	5,500	331,584	9.0%	387,316	9.8%	41.65%	27.48%	16.81%
PUBLIC WORKS	397,696	426,064	433,579	12,600	446,179	12.1%	473,673	12.0%	7.13%	4.72%	6.16%
LIBRARY	144,928	147,769	176,962	-	176,962	4.8%	178,655	4.5%	1.96%	19.76%	0.96%
TOTAL EXPENDITURES	3,194,622	3,173,157	3,580,576	101,585	3,679,990	100.0%	3,925,441	99.2%	-0.67%	15.97%	6.67%
REVENUES OVER(UNDER) EXPENDITURES	193,152	329,681	(167,584)		86,360		30,733				
PROJECTED ENDING FUND BALANCE	\$ 2,968,627	\$ 3,298,308	\$ 3,130,724		\$ 3,384,668		\$ 3,329,041				
Projected months of reserve	9.72	11.03	9.22		9.79		9.01				
Projected months of reserve no transfers							10.31				

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308			3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022	
							Total Tax Rate = \$0.5188; M&O = \$0.4239; I&S = \$0.0949	
REVENUES								
GENERAL SERVICES								
10-00-4010	PROPERTY TAX - CURRENT	2,407,379	2,321,601	2,385,000	9,714	2,394,714	2,628,644	
10-00-4011	PROPERTY TAX - PRIOR	14,921	8,486	15,000	482	15,482	15,000	
10-00-4012	PROPERTY TAX - P & I	16,953	13,730	12,000	1,068	13,068	12,000	
10-00-4020	SALES TAX	170,564	181,396	160,000	5,275	165,275	225,000	
10-00-4030	MIXED BEVERAGE TAX	8,075	4,685	7,000	(2,000)	5,000	5,000	
10-00-4105	FRANCHISE FEES - ELECTRIC	57,518	59,995	60,000	-	60,000	60,000	
10-00-4106	FRANCHISE FEES - CABLE	40,260	40,640	40,000	-	40,000	40,000	
10-00-4108	FRANCHISE FEES - SANITATION	27,020	33,466	29,000	-	29,000	29,000	
10-00-4110	FRANCHISE FEES - TELEPHONE ROW	7,943	4,460	4,000	-	4,000	4,000	
10-00-4605	INTEREST EARNED	1,320	670	900	-	900	1,000	
10-00-4607	INSURANCE PROCEEDS	470	14,244	3,657	-	3,657	3,000	
10-00-4651	TDEM GRANT	-	12,280	-	-	-	-	
10-00-4652	CORONAVIRUS RELIEF FUND GRANT	-	112,446	-	2,200	2,200	-	
10-00-4680	OTHER INCOME	2,553	9,065	18,750	(18,650)	100	-	
10-00-4811	JANITORIAL OVERHEAD - PLAZA	9,850	9,850	-	-	-	-	
GENERAL SERVICES SUBTOTAL		2,764,825	2,827,014	2,735,307	(1,911)	2,733,396	3,022,644	
ADMINISTRATION								
10-10-4270	ALCOHOLIC BEVERAGE PERMIT FEES	2,655	470	2,655	-	2,655	500	
10-10-4400	COPY, PRINTING & FAX FEES	127	31	-	-	-	-	
10-10-4405	VEHICLE REGISTRATION FEES	-	-	-	-	-	-	
10-10-4680	OTHER INCOME	-	-	-	-	-	-	
10-10-4805	ADMIN OVERHEAD - WASTEWATER	5,800	16,600	16,600	-	16,600	17,000	
10-10-4890	CASH OVER & SHORT	-	-	-	-	-	-	
10-10-4915	TRANSFER FROM PLAZA FUND	-	-	-	-	-	-	
10-10-4917	TRANSFER FROM WASTE WATER FUND	-	-	-	-	-	-	
ADMINISTRATION SUBTOTAL		8,582	17,101	19,255	-	19,255	17,500	
POLICE								
10-20-4280	ALARM SYSTEM PERMIT FEES	2,500	3,310	3,000	-	3,000	3,000	
10-20-4400	COPY, PRINTING & FAX FEES	1	11	-	-	-	-	
10-20-4410	ACCIDENT REPORT FEES	282	258	100	-	100	100	
10-20-4415	FINGERPRINT CARD FEES	110	-	-	-	-	-	
10-20-4610	LEOSE FUNDS	1,082	1,074	1,080	-	1,080	1,080	
10-20-4611	BODY ARMOR FUNDS	-	917	-	-	-	-	
10-20-4612	FORFEITURES & SEIZURES	-	-	-	-	-	-	
10-20-4615	DONATIONS	5	1	-	-	-	-	
10-20-4680	OTHER INCOME	554	320	-	-	-	-	
POLICE SUBOTAL		4,534	5,890	4,180	-	4,180	4,180	
MUNICIPAL COURT								
10-25-4300	MUNICIPAL COURT FINES	182,770	111,079	100,000	18,000	118,000	125,000	
10-25-4305	TIME PAYMENT EFFICIENCY FEES	685	480	500	-	300	500	
10-25-4603	BANK & CREDIT CARD FEES	6,459	4,192	5,000	1,000	6,000	6,500	
10-25-4680	OTHER INCOME	-	-	-	-	-	-	
MUNICIPAL COURT SUBTOTAL		189,914	115,751	105,500	19,000	124,300	132,000	
DEVELOPMENT SERVICES								
10-30-4200	DEVELOPMENT PLAN FEES	12,074	16,656	12,000	10,000	22,000	22,000	
10-30-4201	ZONING & VARIANCE FEES	4,850	7,974	8,000	-	8,000	7,500	
10-30-4202	PLAN REVIEW FEES	19,913	18,118	16,000	15,000	31,000	32,000	
10-30-4205	BUILDING PERMIT FEES	237,413	282,634	350,000	125,000	475,000	475,000	
10-30-4220	RE-INSPECTION FEES	1,800	6,278	3,500	14,000	17,500	16,500	
10-30-4221	TECHNOLOGY FEES	2,300	3,415	3,000	4,500	7,500	7,500	
10-30-4222	SIGN PERMIT FEES	155	300	200	-	200	300	
10-30-4224	TREE PERMIT FEES	2,825	1,875	1,500	3,500	5,000	5,000	

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308			3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022	
10-30-4225	FIREWORKS DISPLAY PERMIT FEE	200	200	200	-	200	200	
10-30-4226	BURN PERMIT FEES	280	230	300	(300)	-	-	
10-30-4227	HEALTH/SANITATION PERMIT FEES	4,325	3,425	4,100	-	4,100	3,500	
10-30-4230	BOAT DOCK REGISTRATION FEES	64	168	100	-	100	100	
10-30-4235	SHORT TERM RENTAL LICENSE FEE	-	8,850	7,800	-	7,800	8,000	
10-30-4240	OTHER PERMIT FEES	50	150	150	-	150	150	
10-30-4282	SUBDIVISION/FILING FEES	-	-	-	-	-	-	
10-30-4400	COPY, PRINTING & FAX FEES	28	-	-	-	-	-	
10-30-4405	VEHICLE REGISTRATION FEES	18,331	1,856	2,900	-	2,900	2,900	
10-30-4603	BANK & CREDIT CARD FEES	74	344	-	-	-	-	
10-30-4805	ADMIN OVERHEAD - WASTEWATER	10,800	-	-	-	-	-	
10-30-4806	ADMIN OVERHEAD - VEHICLE REGISTRATIO	-	20,000	20,000	-	20,000	20,000	
DEVELOPMENT SERVICES SUBTOTAL		315,483	372,473	429,750	171,700	601,450	600,650	
PARKS & RECREATION								
10-40-4400	COPY, PRINTING & FAX FEES	-	-	-	-	-	-	
10-40-4501	BOAT LAUNCH FEES - DAILY	75,555	140,640	80,000	20,000	100,000	100,000	
10-40-4502	BOAT LAUNCH FEES - RESIDENT	6,100	5,250	4,000	1,000	5,000	5,000	
10-40-4503	BOAT LAUNCH FEES - NON RESIDENT	10,450	14,000	-	-	-	-	
10-40-4504	BOAT LAUNCH FEES - COMMERCIAL	100	1,200	-	-	-	-	
10-40-4505	BOAT LAUNCH FEES - REPLACEMENT	10	50	-	-	-	-	
10-40-4508	DAILY USE FEES	-	-	25,000	40,000	65,000	65,000	
10-40-4509	VEHICLE PARK PASSES	-	-	-	-	-	-	
10-40-4510	FACILITIES RENTAL FEES	5,790	1,650	6,000	(6,000)	-	6,000	
10-40-4515	PARKING FEES	3,020	-	2,000	(2,000)	-	2,000	
10-40-4601	SALE OF ASSETS	-	-	-	-	-	-	
10-40-4615	DONATIONS	-	-	-	-	-	-	
10-40-4617	EVENT VENDOR FEES	-	-	-	-	-	-	
10-40-4618	EVENT SPONSOR FEES	475	-	-	-	-	-	
PARKS & RECREATION SUBTOTAL		101,500	162,790	117,000	53,000	170,000	178,000	
LIBRARY								
10-55-4330	LIBRARY FINES	741	284	700	-	700	100	
10-55-4400	COPY, PRINTING & FAX FEES	1,084	584	1,200	-	1,200	1,000	
10-55-4420	LIBRARY CARD FEES	95	76	100	-	100	100	
10-55-4615	DONATIONS	1,015	875	-	-	-	-	
10-55-4890	CASH OVER & SHORT	-	-	-	-	-	-	
LIBRARY SUBTOTAL		2,935	1,820	2,000	-	2,000	1,200	
TOTAL REVENUES		3,387,773	3,502,838	3,412,992	241,789	3,654,581	3,956,174	
EXPENDITURES								
GENERAL SERVICES								
10-00-6030	TERMINATION PAY	11,187	-	10,000	-	10,000	10,000	
10-00-6032	EMPLOYEE ASSISTANCE PROGRAM	-	484	650	-	650	-	
10-00-6203	COMPUTER EQUIPMENT & SOFTWARE	-	-	2,000	-	2,000	-	
10-00-6211	LAKE EQUIPMENT	-	8,346	5,000	-	5,000	5,000	
10-00-6301	BUILDING & GROUNDS MAINTENANCE	1,622	1,018	5,000	-	5,000	5,000	
10-00-6302	EMS BUILDING MAINTENANCE	-	1,180	3,000	-	3,000	3,000	
10-00-6405	LITIGATION CONTINGENCY	-	-	15,000	-	15,000	10,000	
10-00-6411	IT SUPPORT SERVICES	38,984	53,055	56,000	-	56,000	56,000	
10-00-6412	JANITORIAL SERVICES	22,452	26,825	13,500	-	13,500	13,500	
10-00-6413	PEST CONTROL	300	150	400	-	400	400	
10-00-6421	ELECTRICITY	4,768	4,220	4,800	-	4,800	5,000	
10-00-6422	WATER	428	442	500	-	500	500	
10-00-6423	SANITATION	5,125	4,547	7,500	-	7,500	7,500	
10-00-6433	INSURANCE - REAL/PERSONAL	961	1,000	1,500	-	1,500	1,500	
10-00-6441	SOFTWARE LICENSES	2,192	5,507	10,000	-	10,000	10,000	
10-00-6455	TAX ASSESSMENT COLLECTION FEE	4,128	4,862	5,000	-	5,000	5,500	
10-00-6456	APPRAISAL DISTRICT FEES	14,371	3,100	12,330	-	12,330	12,750	

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308			3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED	PROPOSED	AMENDED	PROPOSED BUDGET	
				BUDGET FY 2021	AMENDMENTS FY 2021	BUDGET FY 2021	FY 2022	
10-00-6470	EMERGENCY MANAGEMENT SERVICES	-	-	2,100				-
10-00-6603	CITIZEN CLAIMS	-	200	-	-	-		-
10-00-6606	NAMELESS SCHOOL DONATION	500	500	500	-	500		500
10-00-6607	FIREWISE DONATION	-	900	-	-	-		-
10-00-6681	COVID-19	-	21,214	-	2,000	2,000		-
10-00-6682	FIRE HYDRANT CONTRIBUTION	-	6,261	7,000	-	7,000		-
10-00-6683	DARK SKIES INITIATIVE	-	-	-	5,000	5,000		5,000
10-00-6915	TRANSFER TO PLAZA FUND	35,000	35,000	35,000	-	35,000		35,000
10-00-6916	TRANSFER TO CAPITAL EXP FUND	300,000	168,400	150,000	-	150,000		150,000
10-00-6920	TRANSFER TO DEBT SERVICE FUND	85,000	-	-	-	-		
10-00-6925	TRANSFER TO STREET FUND	175,000	175,000	175,000	-	175,000		175,000
10-00-6945	TRANSFER TO PARKS FUND	40,000	40,000	65,000	-	65,000		65,000
10-00-6951	TRANSFER TO WIND ENERGY FUND	2,400	2,400	600	-	600		-
GENERAL SERVICES SUBTOTAL		744,417	564,612	587,380	7,000	592,280		576,150
ADMINISTRATION								
10-10-6031	EMPLOYEE EXPENSE	31	131	200	-	200		200
10-10-6201	OFFICE EQUIPMENT	1,080	294	1,000	-	1,000		500
10-10-6203	COMPUTER EQUIPMENT & SOFTWARE	543	721	2,000	-	2,000		1,000
10-10-6204	SMALL TOOLS & EQUIPMENT	-	-	500	-	500		-
10-10-6205	SAFETY EQUIPMENT & SUPPLIES	26	-	200	-	200		200
10-10-6220	OFFICE SUPPLIES	2,436	2,508	4,000	-	4,000		2,000
10-10-6221	JANITORIAL SUPPLIES	582	972	1,000	-	1,000		500
10-10-6222	GENERAL SUPPLIES	157	54	500	-	500		250
10-10-6230	POSTAGE & FREIGHT	801	661	2,000	-	2,000		2,000
10-10-6232	BOTTLED WATER	780	1,003	1,000	-	1,000		1,000
10-10-6303	OFFICE EQUIPMENT MAINTENANCE	185	287	500	-	500		500
10-10-6311	DUES & MEMBERSHIPS	2,135	1,844	2,300	-	2,300		2,300
10-10-6312	TRAINING & CERTIFICATION	-	250	200	-	200		200
10-10-6314	MEALS	549	386	1,500	-	1,500		1,500
10-10-6403	LEGAL SERVICES	40,161	44,507	48,000	-	48,000		48,000
10-10-6411	IT SUPPORT SERVICES	1,350	394	2,500	-	2,500		2,500
10-10-6424	TELEPHONE, MOBILE & INTERNET	16,367	16,324	15,000	-	15,000		15,000
10-10-6431	INSURANCE - LIABILITY	2,046	1,902	2,400	-	2,400		2,400
10-10-6433	INSURANCE - REAL/PERSONAL	764	835	1,000	-	1,000		1,000
10-10-6434	INSURANCE-WORKERS COMPENSATION	278	704	600	1,700	2,300		2,500
10-10-6435	INSURANCE - ERRORS & OMISSIONS	3,136	2,925	3,600	-	3,600		3,600
10-10-6439	BOND INSURANCE	100	100	100	-	100		100
10-10-6440	WEBSITE	3,680	4,051	4,000	-	4,000		6,720
10-10-6441	SOFTWARE LICENSES	-	-		-	-		-
10-10-6451	EQUIPMENT LEASES	2,725	2,699	3,000	-	3,000		3,000
10-10-6601	EMPLOYEE/CITIZEN RECOGNITION	393	40	400	-	400		400
10-10-6680	MISCELLANEOUS/OTHER	-	142	-	-	-		-
10-10-6698	CASH OVER & SHORT	-	-	-	-	-		
ADMINISTRATION SUBTOTAL		80,306	83,736	97,500	1,700	99,200		97,370
CITY COUNCIL								
10-11-6203	COMPUTER EQUIPMENT & SOFTWARE	-	-	3,500	5,350	8,850		-
10-11-6220	OFFICE SUPPLIES	99	45	500	-	500		500
10-11-6312	TRAINING & CERTIFICATION	665	320	2,000	-	2,000		2,000
10-11-6314	MEALS	321	166	800	-	800		800
10-11-6315	MILEAGE	71	141	500	-	500		500
10-11-6316	TRAVEL	319	868	2,000	-	2,000		2,000
10-11-6318	BOARDS & VOLUNTEERS	42	-	2,000	-	2,000		200
10-11-6601	EMPLOYEE/CITIZEN RECOGNITION	275	40	750	-	750		750
CITY COUNCIL SUBTOTAL		1,793	1,580	12,050	5,350	17,400		6,750
CITY ADMINISTRATOR								
10-15-6001	FULL TIME SALARIES	89,427	82,219	113,000	-	113,000		113,000

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308			3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED	PROPOSED	AMENDED	PROPOSED BUDGET	
				BUDGET FY 2021	AMENDMENTS FY 2021	BUDGET FY 2021	FY 2022	
10-15-6031	EMPLOYEE EXPENSE	-	76	100	-	100		100
10-15-6035	FICA/MEDICARE	6,507	6,046	8,645	-	8,645		8,667
10-15-6040	RETIREMENT	6,628	6,153	8,520	-	8,520		8,829
10-15-6045	HEALTH INSURANCE BENEFITS	6,631	2,907	7,810	-	7,810		7,810
10-15-6055	TEXAS WORKFORCE COMMISSION	18	144	200	-	200		252
10-15-6201	OFFICE EQUIPMENT	-	20	200	-	200		200
10-15-6203	COMPUTER EQUIPMENT & SOFTWARE	-	-	500	-	500		500
10-15-6220	OFFICE SUPPLIES	52	133	100	-	100		100
10-15-6231	PUBLICATIONS & SUBSCRIPTIONS	108	38	-	-	-		-
10-15-6311	DUES & MEMBERSHIPS	1,003	-	400	-	400		400
10-15-6312	TRAINING & CERTIFICATION	845	850	1,200	-	1,200		1,000
10-15-6314	MEALS	-	256	200	-	200		200
10-15-6315	MILEAGE	199	1,120	500	-	500		500
10-15-6316	TRAVEL	1,302	736	1,500	-	1,500		500
10-15-6409	PROFESSIONAL SERVICES	-	5,819	-	-	-		-
10-15-6434	INSURANCE-WORKERS COMPENSATION	95	97	100	-	100		100
CITY ADMINISTRATOR SUBTOTAL		112,815	106,613	142,975	-	142,975		142,158
CITY SECRETARY								
10-16-6001	FULL TIME SALARIES	102,867	111,527	115,000	-	115,000		126,965
10-16-6002	PART TIME SALARIES	4,222	-	-	-	-		-
10-16-6020	LONGEVITY	360	420	480	-	480		840
10-16-6031	EMPLOYEE EXPENSE	76	-	200	-	200		200
10-16-6035	FICA/MEDICARE	8,159	8,070	8,834	-	8,834		9,777
10-16-6040	RETIREMENT	7,668	8,352	8,707	-	8,707		9,891
10-16-6045	HEALTH INSURANCE BENEFITS	12,057	13,919	15,620	-	15,620		16,158
10-16-6055	TEXAS WORKFORCE COMMISSION	120	288	400	-	400		567
10-16-6201	OFFICE EQUIPMENT	14	79	500	-	500		500
10-16-6203	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	385	385		-
10-16-6220	OFFICE SUPPLIES	376	525	650	-	650		650
10-16-6231	PUBLICATIONS & SUBSCRIPTIONS	490	118	300	-	300		300
10-16-6311	DUES & MEMBERSHIPS	476	442	600	-	600		600
10-16-6312	TRAINING & CERTIFICATION	1,230	70	1,000	-	1,000		1,000
10-16-6314	MEALS	62	132	300	-	300		300
10-16-6315	MILEAGE	386	180	500	-	500		500
10-16-6316	TRAVEL	329	186	1,000	-	1,000		1,000
10-16-6434	INSURANCE-WORKERS COMPENSATION	190	194	200	-	200		200
10-16-6441	SOFTWARE LICENSES	-	-	1,200	-	1,200		4,200
10-16-6442	CODIFICATION	2,150	2,450	4,000	-	4,000		4,000
10-16-6443	RECORDS MANAGEMENT	1,467	1,467	3,000	-	3,000		3,000
10-16-6449	FILING FEES	57	57	100	-	100		100
10-16-6454	LEGAL NOTICES	1,726	2,765	1,000	700	1,700		1,000
10-16-6457	ELECTION COSTS	2,788	540	3,000	-	3,000		3,000
CITY SECRETARY SUBTOTAL		147,269	151,779	166,591	1,085	167,676		184,748
POLICE								
10-20-6001	FULL TIME SALARIES	497,648	555,165	592,000	-	592,000		684,751
10-20-6002	PART TIME SALARIES	-	-	-	1,400	1,400		-
10-20-6003	RESERVE SALARIES	5,923	790	5,000	-	5,000		5,000
10-20-6010	OVERTIME	26,637	20,024	25,000	-	25,000		10,000
10-20-6020	LONGEVITY	3,120	3,660	3,960	-	3,960		4,560
10-20-6025	CERTIFICATION & EDUCATION	10,828	10,257	12,000	-	12,000		12,000
10-20-6031	EMPLOYEE EXPENSE	-	157	1,000	-	1,000		1,813
10-20-6035	FICA/MEDICARE	41,405	44,412	49,186	-	49,186		56,328
10-20-6040	RETIREMENT	39,882	43,964	47,725	-	47,725		56,916
10-20-6045	HEALTH INSURANCE BENEFITS	65,108	53,918	78,100	-	78,100		86,177
10-20-6055	TEXAS WORKFORCE COMMISSION	138	1,601	2,400	-	2,400		3,672
10-20-6201	OFFICE EQUIPMENT	2,635	1,668	2,500	-	2,500		2,500
10-20-6202	OFFICE FURNITURE	3,586	2,905	2,500	-	2,500		2,500
10-20-6203	COMPUTER EQUIPMENT & SOFTWARE	6,136	4,454	7,000	-	7,000		7,000

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	3,298,308	PROPOSED AMENDMENTS FY 2021	3,298,308	3,298,308
				ADOPTED BUDGET FY 2021		AMENDED BUDGET FY 2021	PROPOSED BUDGET
							FY 2022
10-20-6204	SMALL TOOLS & EQUIPMENT	935	23	1,000	-	1,000	1,000
10-20-6205	SAFETY EQUIPMENT & SUPPLIES	1,380	860	2,500	-	2,500	2,500
10-20-6206	POLICE EQUIPMENT	9,103	4,432	6,500	600	7,100	6,500
10-20-6207	COMMUNICATIONS EQUIPMENT	191	200	2,000	-	2,000	2,000
10-20-6211	LAKE EQUIPMENT	1,153	92	2,000	-	2,000	2,000
10-20-6220	OFFICE SUPPLIES	3,257	2,393	2,500	-	2,500	2,500
10-20-6221	JANITORIAL SUPPLIES	609	629	600	300	900	600
10-20-6222	GENERAL SUPPLIES	460	376	750	-	750	750
10-20-6223	TRAFFIC CONTROL SUPPLIES	680	647	500	-	500	500
10-20-6224	CRIME SCENE SUPPLIES	2,766	1,628	2,000	-	2,000	2,000
10-20-6225	LAKE PATROL SUPPLIES	176	370	1,400	-	1,400	1,400
10-20-6230	POSTAGE & FREIGHT	347	405	500	-	500	500
10-20-6231	PUBLICATIONS & SUBSCRIPTIONS	3,302	14,957	9,100	-	9,100	9,100
10-20-6232	BOTTLED WATER	851	801	800	-	800	800
10-20-6233	FUEL	20,388	19,485	25,000	-	25,000	25,000
10-20-6234	UNIFORMS	6,009	7,804	8,000	-	8,000	11,592
10-20-6235	BODY ARMOR	1,816	798	3,000	-	3,000	3,720
10-20-6236	AMMUNITION/QUALIFICATIONS	2,930	1,242	3,000	-	3,000	3,000
10-20-6301	BUILDING & GROUNDS MAINTENANCE	18,958	5,522	12,000	-	12,000	12,000
10-20-6304	VEHICLE MAINTENANCE	15,119	9,905	15,000	-	15,000	15,000
10-20-6305	EQUIPMENT MAINTENANCE	982	542	1,500	-	1,500	1,500
10-20-6308	LAKE EQUIP MAINTENANCE	2,303	531	2,500	-	2,500	2,500
10-20-6309	RADIO MAINTENANCE	399	904	3,500	-	3,500	3,500
10-20-6311	DUES & MEMBERSHIPS	85	209	350	-	350	350
10-20-6312	TRAINING & CERTIFICATION	1,943	2,177	3,500	-	3,500	3,500
10-20-6314	MEALS	1,500	485	1,500	-	1,500	1,500
10-20-6315	MILEAGE	444	431	500	-	500	500
10-20-6316	TRAVEL	1,259	181	2,000	-	2,000	2,000
10-20-6411	IT SUPPORT SERVICES	2,100	3,308	2,000	-	2,000	2,000
10-20-6413	PEST CONTROL	720	435	800	-	800	800
10-20-6421	ELECTRICITY	5,104	5,678	6,500	-	6,500	6,500
10-20-6422	WATER	908	921	1,200	-	1,200	1,200
10-20-6424	TELEPHONE, MOBILE & INTERNET	7,244	5,372	6,000	-	6,000	6,000
10-20-6431	INSURANCE - LIABILITY	5,226	4,708	5,500	-	5,500	5,500
10-20-6432	INSURANCE - VEHICLE	5,650	7,295	8,000	-	8,000	8,000
10-20-6433	INSURANCE - REAL/PERSONAL	1,922	1,974	2,600	-	2,600	2,600
10-20-6434	INSURANCE-WORKERS COMPENSATION	10,421	11,255	11,500	-	11,500	11,500
10-20-6441	SOFTWARE LICENSES	3,735	4,075	5,000	-	5,000	5,000
10-20-6451	EQUIPMENT LEASES	1,927	2,604	2,400	-	2,400	2,400
10-20-6453	STORAGE RENTAL	-	-	1,000	-	1,000	1,000
10-20-6454	LEGAL NOTICES	42	-	-	-	-	-
10-20-6466	911 DISPATCH	49,134	56,504	65,000	-	65,000	74,727
10-20-6480	VICTIM SERVICES	1,679	2,304	-	-	-	-
10-20-6481	RRS SYSTEM	5,510	6,929	8,600	-	8,600	8,600
10-20-6601	EMPLOYEE/CITIZEN RECOGNITION	307	762	800	-	800	800
10-20-6615	ANIMAL CONTROL	473	215	500	-	500	500
10-20-6680	MISCELLANEOUS/OTHER	-	150	-	-	-	-
POLICE SUBTOTAL		904,494	935,493	1,069,272	2,300	1,071,572	1,188,156
MUNICIPAL COURT							
10-25-6001	FULL TIME SALARIES	47,558	50,388	52,000	-	52,000	63,351
10-25-6002	PART TIME SALARIES	5,289	5,160	6,000	-	6,000	12,000
10-25-6020	LONGEVITY	-	-	-	-	-	-
10-25-6031	EMPLOYEE EXPENSE	-	-	100	-	100	100
10-25-6035	FICA/MEDICARE	4,110	4,203	4,437	-	4,437	4,869
10-25-6040	RETIREMENT	3,525	3,759	3,921	-	3,921	4,882
10-25-6045	HEALTH INSURANCE BENEFITS	7,234	6,959	7,810	-	7,810	7,810
10-25-6055	TEXAS WORKFORCE COMMISSION	59	207	400	-	400	504
10-25-6201	OFFICE EQUIPMENT	227	179	500	-	500	100
10-25-6202	OFFICE FURNITURE	61	60	100	-	100	500

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308			3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED	PROPOSED	AMENDED	PROPOSED BUDGET	
				BUDGET FY 2021	AMENDMENTS FY 2021	BUDGET FY 2021	FY 2022	
10-25-6203	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	-		-
10-25-6220	OFFICE SUPPLIES	388	219	600	-	600		600
10-25-6230	POSTAGE & FREIGHT	468	347	600	-	600		600
10-25-6231	PUBLICATIONS & SUBSCRIPTIONS	-	36	100	-	100		100
10-25-6233	FUEL	-	-	-	-	-		200
10-25-6311	DUES & MEMBERSHIPS	290	305	500	-	500		300
10-25-6312	TRAINING & CERTIFICATION	940	1,125	900	-	900		900
10-25-6314	MEALS	81	188	300	-	300		300
10-25-6315	MILEAGE	39	388	600	-	600		900
10-25-6316	TRAVEL	664	980	900	-	900		900
10-25-6403	LEGAL SERVICES	4,573	4,564	5,000	700	5,700		5,000
10-25-6424	TELEPHONE, MOBILE & INTERNET	-	-	-	300	300		-
10-25-6411	IT SUPPORT SERVICES	336	-	500	-	500		500
10-25-6434	INSURANCE-WORKERS COMPENSATION	190	194	200	-	200		200
10-25-6446	CREDIT CARD FEES	3,191	3,034	2,500	-	2,500		2,500
10-25-6459	JUROR	-	200	-	-	-		-
10-25-6460	WARRANT PAY	-	-	500	-	500		500
10-25-6461	INTERPRETER	-	-	250	-	250		250
10-25-6690	CASH OVER & SHORT	-	-	-	-	-		-
MUNICIPAL COURT SUBTOTAL		79,222	82,495	88,718	1,000	89,718		107,866
FINANCE								
10-26-6001	FULL TIME SALARIES	58,402	60,167	62,000	20,000	82,000		77,249
10-26-6002	PART TIME SALARIES	-	-	-	-	-		13,463
10-26-6031	EMPLOYEE EXPENSE	-	-	100	900	1,000		100
10-26-6035	FICA/MEDICARE	4,482	3,451	4,743	-	4,743		6,939
10-26-6040	RETIREMENT	4,329	4,489	4,675	-	4,675		5,938
10-26-6045	HEALTH INSURANCE BENEFITS	7,234	6,959	7,810	-	7,810		7,806
10-26-6055	TEXAS WORKFORCE COMMISSION	9	144	200	-	200		324
10-26-6201	OFFICE EQUIPMENT	-	1,550	1,000	550	1,550		500
10-26-6203	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	1,500	1,500		100
10-26-6220	OFFICE SUPPLIES	306	553	800	-	800		750
10-26-6311	DUES & MEMBERSHIPS	220	-	300	-	300		400
10-26-6312	TRAINING & CERTIFICATION	755	795	2,000	-	2,000		2,000
10-26-6314	MEALS	36	-	150	-	150		150
10-26-6315	MILEAGE	407	52	500	-	500		250
10-26-6316	TRAVEL	751	-	1,000	-	1,000		500
10-26-6402	AUDIT SERVICES	15,020	15,660	16,000	3,800	19,800		21,000
10-26-6409	PROFESSIONAL SERVICES	-	-	-	-	-		-
10-26-6434	INSURANCE-WORKERS COMPENSATION	95	97	100	-	100		100
10-26-6441	SOFTWARE LICENSES	5,372	5,641	6,500	-	6,500		7,000
10-26-6445	BANK/AGENT FEES	300	53	100	-	100		100
10-26-6454	LEGAL NOTICES	-	-	1,000	-	1,000		250
FINANCE SUBTOTAL		97,719	99,610	108,978	26,750	135,728		144,919
DEVELOPMENT SERVICES								
10-30-6001	FULL TIME SALARIES	103,334	166,105	220,205	-	220,205		272,556
10-30-6002	PART TIME SALARIES	23,399	4,590	3,500	23,300	26,800		2,500
10-30-6020	LONGEVITY	1,020	-	-	-	-		-
10-30-6031	EMPLOYEE EXPENSE	166	245	400	-	400		400
10-30-6035	FICA/MEDICARE	9,674	12,592	17,200	-	17,129		20,851
10-30-6040	RETIREMENT	8,007	12,329	16,603	-	16,603		17,289
10-30-6045	HEALTH INSURANCE BENEFITS	13,712	19,718	31,240	-	31,240		25,135
10-30-6055	TEXAS WORKFORCE COMMISSION	205	836	1,000	-	1,000		1,260
10-30-6201	OFFICE EQUIPMENT	1,168	857	500	-	500		500
10-30-6202	OFFICE FURNITURE	1,838	587	500	-	500		500
10-30-6203	COMPUTER EQUIPMENT & SOFTWARE	2,469	1,461	1,000	-	1,000		2,000
10-30-6220	OFFICE SUPPLIES	1,126	1,760	1,600	-	1,600		1,600
10-30-6230	POSTAGE & FREIGHT	243	786	600	-	600		600
10-30-6231	PUBLICATIONS & SUBSCRIPTIONS	210	77	300	-	300		300

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308		3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED	PROPOSED	AMENDED	PROPOSED BUDGET
				BUDGET FY 2021	AMENDMENTS FY 2021	BUDGET FY 2021	FY 2022
10-30-6233	FUEL	1,193	1,017	1,500	-	1,500	1,500
10-30-6234	UNIFORMS	-	156	150		150	150
10-30-6304	VEHICLE MAINTENANCE	1,745	478	2,000	-	2,000	1,500
10-30-6311	DUES & MEMBERSHIPS	370	451	1,000	-	1,000	1,000
10-30-6312	TRAINING & CERTIFICATION	876	1,608	2,500	-	2,500	3,000
10-30-6313	LICENSING & PERMITS	-	55	100	-	100	200
10-30-6314	MEALS	154	-	200	-	200	250
10-30-6315	MILEAGE	278	-	500	-	500	500
10-30-6316	TRAVEL	1,455	-	750	-	750	750
10-30-6403	LEGAL SERVICES	-	2,831	-	-	-	-
10-30-6406	ENGINEERING SERVICES	12,226	18,907	15,000	6,000	21,000	25,000
10-30-6407	SURVEYING SERVICES	-	1,750	2,000	-	2,000	2,000
10-30-6409	PROFESSIONAL SERVICES	82,993	-	-	2,250	2,250	-
10-30-6411	IT SUPPORT SERVICES	1,350	184	1,000	-	1,000	1,000
10-30-6424	TELEPHONE, MOBILE & INTERNET	1,519	980	1,500	-	1,500	1,500
10-30-6432	INSURANCE - VEHICLE	575	608	1,220	-	1,220	1,220
10-30-6434	INSURANCE-WORKERS COMPENSATION	590	672	800	-	800	800
10-30-6441	SOFTWARE LICENSES	5,821	6,496	7,000	-	7,000	7,000
10-30-6449	FILING FEES	826	33	100	750	850	100
10-30-6451	EQUIPMENT LEASES	-	-	1,920	-	1,920	1,920
10-30-6454	LEGAL NOTICES	1,173	3,813	2,300	6,000	8,300	8,500
10-30-6467	BUILDING INSPECTIONS	7,430	21,085	4,000	-	4,000	4,000
10-30-6468	CODE ENFORCEMENT	6,250	25,230	25,000	-	25,000	25,000
10-30-6469	HEALTH INSPECTIONS	4,925	5,000	5,000	-	5,000	5,000
10-30-6680	MISCELLANEOUS/OTHER	2,008	-	300	-	300	300
10-30-6916	TRANSFER TO CAPITAL EXP FUND	-	-	-	-	-	-
DEVELOPMENT SERVICES SUBTOTAL		300,331	313,294	370,488	38,300	408,717	437,681
PARKS & RECREATION							
10-40-6001	FULL TIME SALARIES	62,789	118,939	123,000	-	123,000	168,187
10-40-6002	PART TIME SALARIES	10,771	10,495	30,000	-	30,000	30,000
10-40-6010	OVERTIME	114	6,810	1,000	3,000	4,000	2,000
10-40-6020	LONGEVITY	900	1,020	1,140	-	1,140	1,260
10-40-6031	EMPLOYEE EXPENSE	46	84	400	-	400	400
10-40-6035	FICA/MEDICARE	4,809	9,377	11,868	-	11,868	15,411
10-40-6040	RETIREMENT	4,746	9,399	9,436	-	9,436	12,157
10-40-6045	HEALTH INSURANCE BENEFITS	14,468	19,718	23,430	-	23,430	28,726
10-40-6055	TEXAS WORKFORCE COMMISSION	44	568	800	-	800	2,016
10-40-6201	OFFICE EQUIPMENT	66	252	500	-	500	500
10-40-6203	COMPUTER EQUIPMENT & SOFTWARE	-	220	-	-	-	-
10-40-6204	SMALL TOOLS & EQUIPMENT	1,133	605	2,500	-	2,500	2,500
10-40-6205	SAFETY EQUIPMENT & SUPPLIES	120	-	500	-	500	500
10-40-6209	PARK EQUIPMENT	7,729	3,701	10,000	-	10,000	10,000
10-40-6210	BOAT DOCK/RAMP EQUIPMENT	12,855	-	10,000	-	10,000	10,000
10-40-6220	OFFICE SUPPLIES	73	148	200	-	200	200
10-40-6221	JANITORIAL SUPPLIES	-	-	-	-	-	250
10-40-6222	GENERAL SUPPLIES	1,686	5,209	5,000	-	5,000	5,000
10-40-6223	TRAFFIC CONTROL SUPPLIES	-	825	500	-	500	750
10-40-6230	POSTAGE & FREIGHT	17	24	100	-	100	100
10-40-6233	FUEL	4,254	3,619	5,000	-	5,000	5,000
10-40-6301	BUILDING & GROUNDS MAINTENANCE	4,669	14,053	10,000	-	10,000	10,000
10-40-6304	VEHICLE MAINTENANCE	943	15	4,000	-	4,000	4,000
10-40-6305	EQUIPMENT MAINTENANCE	2,420	433	2,500	-	2,500	2,500
10-40-6306	PARK EQUIP MAINTENANCE	621	98	2,500	-	2,500	2,500
10-40-6307	BOAT DOCK/RAMP EQUIPMENT MAINT	2,616	3,160	10,000	-	10,000	10,000
10-40-6311	DUES & MEMBERSHIPS	-	-	-	-	-	-
10-40-6312	TRAINING & CERTIFICATION	-	-	1,000	-	1,000	1,000
10-40-6314	MEALS	-	23	250	-	250	250
10-40-6316	TRAVEL	-	-	1,000	-	1,000	1,000
10-40-6421	ELECTRICITY	2,613	3,158	4,000	-	4,000	4,000

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308			3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED	PROPOSED	AMENDED	PROPOSED BUDGET	
				BUDGET FY 2021	AMENDMENTS FY 2021	BUDGET FY 2021	FY 2022	
10-40-6422	WATER	2,568	2,168	3,000	-	3,000	3,000	
10-40-6423	SANITATION	15,651	20,381	30,000	-	30,000	27,000	
10-40-6424	TELEPHONE, MOBILE & INTERNET	457	937	2,200	-	2,200	2,200	
10-40-6432	INSURANCE - VEHICLE	1,911	1,311	2,000	-	2,000	2,000	
10-40-6433	INSURANCE - REAL/PERSONAL	408	527	600	-	600	600	
10-40-6434	INSURANCE-WORKERS COMPENSATION	1,758	2,191	2,400	-	2,400	2,400	
10-40-6441	SOFTWARE LICENSES	2,160	2,160	2,160	2,500	4,660	6,810	
10-40-6446	CREDIT CARD FEES	4,667	8,973	6,000	-	6,000	6,000	
10-40-6450	BOAT LAUNCH STATION FEES	3,345	2,444	6,500	-	6,500	6,500	
10-40-6452	EQUIPMENT RENTAL	-	252	600	-	600	600	
10-40-6616	EVENTS	10,207	6,816	-	-	-	-	
10-40-6617	SPECIAL EVENTS	-	-	-	-	-	-	
10-40-6685	GRANT APPLICATION FEES	-	-	-	-	-	-	
PARKS & RECREATION SUBTOTAL		183,630	260,112	326,084	5,500	331,584	387,316	
PUBLIC WORKS								
10-50-6001	FULL TIME SALARIES	198,559	172,422	178,000	-	178,000	229,741	
10-50-6002	PART TIME SALARIES	-	14,550	16,000	-	16,000	-	
10-50-6010	OVERTIME	5,103	8,345	7,000	-	7,000	7,000	
10-50-6020	LONGEVITY	900	1,020	1,140	-	1,140	1,560	
10-50-6031	EMPLOYEE EXPENSE	140	18	500	-	500	500	
10-50-6035	FICA/MEDICARE	15,604	14,478	15,464	-	15,464	18,230	
10-50-6040	RETIREMENT	15,168	13,329	14,035	-	14,035	17,296	
10-50-6045	HEALTH INSURANCE BENEFITS	32,111	28,234	31,240	-	31,240	35,907	
10-50-6055	TEXAS WORKFORCE COMMISSION	49	724	1,000	-	1,000	1,512	
10-50-6201	OFFICE EQUIPMENT	53	390	500	-	500	500	
10-50-6202	OFFICE FURNITURE	279	399	500	-	500	500	
10-50-6203	COMPUTER EQUIPMENT & SOFTWARE	843	206	2,000	7,000	9,000	2,000	
10-50-6204	SMALL TOOLS & EQUIPMENT	16,173	14,099	10,000	-	10,000	10,000	
10-50-6205	SAFETY EQUIPMENT & SUPPLIES	3,714	1,994	3,500	3,700	7,200	3,500	
10-50-6207	COMMUNICATIONS EQUIPMENT	-	-	-	-	-	-	
10-50-6220	OFFICE SUPPLIES	453	150	500	-	500	500	
10-50-6221	JANITORIAL SUPPLIES	289	666	500	-	500	500	
10-50-6222	GENERAL SUPPLIES	12,348	6,073	10,000	-	10,000	10,000	
10-50-6223	TRAFFIC CONTROL SUPPLIES	5,544	9,636	5,000	-	5,000	5,000	
10-50-6230	POSTAGE & FREIGHT	12	26	100	-	100	100	
10-50-6231	PUBLICATIONS & SUBSCRIPTIONS	-	96	100	-	100	100	
10-50-6232	BOTTLED WATER	1,140	1,147	1,200	-	1,200	1,200	
10-50-6233	FUEL	12,044	11,826	16,000	-	16,000	16,000	
10-50-6234	UNIFORMS	4,561	2,937	5,000	-	5,000	5,627	
10-50-6301	BUILDING & GROUNDS MAINTENANCE	308	8,206	2,000	1,900	3,900	2,000	
10-50-6303	OFFICE EQUIPMENT MAINTENANCE	-	-	-	-	-	-	
10-50-6304	VEHICLE MAINTENANCE	13,585	12,951	10,000	-	10,000	10,000	
10-50-6305	EQUIPMENT MAINTENANCE	5,022	3,572	12,000	-	12,000	10,000	
10-50-6310	STREET MAINTENANCE	11,634	62,184	20,000	-	20,000	20,000	
10-50-6311	DUES & MEMBERSHIPS	137	40	100	-	100	100	
10-50-6312	TRAINING & CERTIFICATION	85	589	2,000	-	2,000	1,000	
10-50-6313	LICENSING & PERMITS	267	-	400	-	400	400	
10-50-6314	MEALS	315	196	300	-	300	100	
10-50-6315	MILEAGE	95	-	-	-	-	-	
10-50-6316	TRAVEL	-	464	2,000	-	2,000	2,000	
10-50-6406	ENGINEERING SERVICES	9,341	2,750	25,000	-	25,000	15,000	
10-50-6409	PROFESSIONAL SERVICES	-	-	-	-	-	5,000	
10-50-6411	IT SUPPORT SERVICES	473	131	1,000	-	1,000	1,000	
10-50-6413	PEST CONTROL	-	-	-	-	-	300	
10-50-6421	ELECTRICITY	5,653	5,820	7,000	-	7,000	7,000	
10-50-6422	WATER	393	431	600	-	600	600	
10-50-6424	TELEPHONE, MOBILE & INTERNET	4,295	4,195	4,000	-	4,000	4,000	
10-50-6432	INSURANCE - VEHICLE	4,792	4,903	6,000	-	6,000	6,000	
10-50-6433	INSURANCE - REAL/PERSONAL	5,137	5,215	5,500	-	5,500	5,500	

**CITY OF JONESTOWN
GENERAL FUND 10
PROPOSED BUDGET
FY 2022**

				3,298,308		3,298,308	3,298,308
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2019	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
10-50-6434	INSURANCE-WORKERS COMPENSATION	5,324	4,462	5,600	-	5,600	5,600
10-50-6441	SOFTWARE LICENSES	3,600	3,600	2,500	-	2,500	2,500
10-50-6451	EQUIPMENT LEASES	1,887	1,949	2,300	-	2,300	2,300
10-50-6452	EQUIPMENT RENTAL	209	1,646	6,000	-	6,000	6,000
10-50-6603	CITIZEN CLAIMS	58	-	-	-	-	-
PUBLIC WORKS SUBTOTAL		397,696	426,064	433,579	12,600	446,179	473,673
LIBRARY							
10-55-6001	FULL TIME SALARIES	87,026	92,259	95,000	-	95,000	91,528
10-55-6002	PART TIME SALARIES	6,553	6,948	8,500	-	8,500	16,550
10-55-6010	OVERTIME	-	-	800	-	800	800
10-55-6031	EMPLOYEE EXPENSE	-	-	200	-	200	200
10-55-6035	FICA/MEDICARE	7,326	7,589	7,979	-	7,979	8,352
10-55-6040	RETIREMENT	6,443	6,884	7,223	-	7,223	4,814
10-55-6045	HEALTH INSURANCE BENEFITS	14,468	13,919	15,620	-	15,620	14,363
10-55-6055	TEXAS WORKFORCE COMMISSION	71	370	600	-	600	1,008
10-55-6201	OFFICE EQUIPMENT	-	-	1,000	-	1,000	1,000
10-55-6202	OFFICE FURNITURE	-	862	1,000	-	1,000	1,000
10-55-6203	COMPUTER EQUIPMENT & SOFTWARE	1,170	1,041	4,000	-	4,000	4,000
10-55-6220	OFFICE SUPPLIES	750	662	1,000	-	1,000	1,000
10-55-6221	JANITORIAL SUPPLIES	174	577	500	-	500	500
10-55-6230	POSTAGE & FREIGHT	14	18	50	-	50	50
10-55-6232	BOTTLED WATER	513	255	1,000	-	1,000	1,000
10-55-6238	LIBRARY MATERIALS	11,443	11,079	15,500	-	15,500	15,500
10-55-6239	LIBRARY SUPPLIES	-	-	-	-	-	-
10-55-6301	BUILDING & GROUNDS MAINTENANCE	-	-	600	-	600	600
10-55-6311	DUES & MEMBERSHIPS	631	438	1,000	-	1,000	1,000
10-55-6312	TRAINING & CERTIFICATION	375	-	1,000	-	1,000	1,000
10-55-6313	LICENSING & PERMITS	290	305	300	-	300	300
10-55-6314	MEALS	9	-	500	-	500	500
10-55-6315	MILEAGE	70	-	500	-	500	500
10-55-6316	TRAVEL	-	-	2,000	-	2,000	2,000
10-55-6411	IT SUPPORT SERVICES	911	53	1,000	-	1,000	1,000
10-55-6424	TELEPHONE, MOBILE & INTERNET	-	-	400	-	400	400
10-55-6433	INSURANCE - REAL/PERSONAL	642	668	700	-	700	700
10-55-6434	INSURANCE-WORKERS COMPENSATION	239	239	250	-	250	250
10-55-6441	SOFTWARE LICENSES	1,120	1,219	1,300	-	1,300	1,300
10-55-6451	EQUIPMENT LEASES	1,188	1,108	1,840	-	1,840	1,840
10-55-6462	ALARM MONITORING	554	575	600	-	600	600
10-55-6607	DONATION EXPENDITURES	958	193	-	-	-	-
10-55-6624	LIBRARY PROGRAMS	1,464	242	2,500	-	2,500	2,500
10-55-6625	SUMMER READING PROGRAM	526	266	2,500	-	2,500	2,500
10-55-6690	CASH OVER & SHORT	-	-	-	-	-	-
LIBRARY SUBTOTAL		144,928	147,769	176,962	-	176,962	178,655
TOTAL EXPENDITURES		3,194,622	3,173,157	3,580,576	101,585	3,679,990	3,925,441
REVENUES OVER(UNDER) EXPENDITURES		193,152	329,681	(167,584)		(25,409)	30,733

**CITY OF JONESTOWN
COURT RESTRICTED FUND 13
ADOPTED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$	48,956		\$	48,956	\$	45,306
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ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED	
					AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES						
13-00-4305	TIME PAYMENT EFFICIENCY FEES	81	100	-	100	100
13-00-4310	CHILD SAFETY FEES	2,296	2,000	-	2,000	2,000
13-00-4311	TRUANCY PREVENTION FEES	895	1,000	-	1,000	4,000
13-00-4315	COURT SECURITY FEES	2,113	2,500	-	2,500	5,000
13-00-4320	COURT TECHNOLOGY FEES	2,963	3,750	-	3,750	4,000
TOTAL REVENUES		8,348	9,350	-	9,350	15,100
EXPENDITURES						
13-00-6612	CHILD SAFETY	2,671	4,000	-	4,000	4,000
13-00-6613	BUILDING SECURITY	3,375	5,000	-	5,000	5,000
13-00-6614	TECHNOLOGY	3,540	4,000	-	4,000	4,000
TOTAL EXPENDITURES		9,586	13,000	-	13,000	13,000

REVENUES OVER(UNDER) EXPENDITURES	(1,237)	(3,650)		-	(3,650)	2,100
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PROJECTED ENDING FUND BALANCE	\$	48,956	\$	45,306		\$	45,306	\$	47,406
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BREAKDOWN OF FUND BALANCE:						
SECURITY	23,330	20,830		20,830	20,830	
CHILD SAFETY	17,205	15,205		15,205	13,205	
TIME PAYMENT EFFICIENCY	2,054	2,154		2,154	2,254	
TECHNOLOGY	5,472	5,222		5,222	5,222	
TRUANCY PREVENTION FEE	895	1,895		1,895	5,895	

CITY OF JONESTOWN
PLAZA FUND 15
PROPOSED BUDGET
FY 2022

PROJECTED BEGINNING FUND BALANCE			\$	307,048		\$	307,048	\$	315,698
						PROPOSED			
ACCOUNT			ADOPTED	PROPOSED		AMENDED		PROPOSED	
NUMBER	ACCOUNT NAME	ACTUAL	BUDGET	AMENDMENTS		BUDGET		BUDGET	
		FY 2020	FY 2021	FY 2021		FY 2021		FY 2022	
REVENUES									
15-00-4520	RENT	70,250	70,250	-		70,250		70,250	
15-00-4910	TRANSFER FROM GENERAL FUND	35,000	35,000	-		35,000		35,000	
TOTAL REVENUES		105,250	105,250	-		105,250		105,250	
EXPENDITURES									
15-00-6221	JANITORIAL SUPPLIES	961	1,000	-		1,000		1,000	
15-00-6301	BUILDING & GROUNDS MAINTENANCE	13,369	35,000	-		35,000		35,000	
15-00-6412	JANITORIAL SERVICES	-	23,000	-		23,000		23,000	
15-00-6413	PEST CONTROL	1,005	2,200	-		2,200		2,200	
15-00-6421	ELECTRICITY	24,074	29,000	-		29,000		31,000	
15-00-6422	WATER	3,040	3,200	-		3,200		3,200	
15-00-6433	INSURANCE - REAL/PERSONAL	2,748	3,200	-		3,200		3,200	
15-00-6691	DEPRECIATION	14,440	-	-		-		0	
15-00-6910	TRANSFER TO GENERAL FUND	9,850	-	-		-		0	
TOTAL EXPENDITURES		69,488	96,600	-		96,600		98,600	
REVENUES OVER(UNDER) EXPENDITURES		35,762	8,650			8,650		6,650	
PROJECTED ENDING FUND BALANCE		\$	307,048	\$	315,698	\$	315,698	\$	322,348

**CITY OF JONESTOWN
CAPITAL RESERVE FUND 16
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$	406,006	\$	206,249	\$	206,249	\$	229,949
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ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES						
16-00-4601	SALE OF ASSETS	13,903	-	-	-	5,000
16-00-4910	TRANSFER FROM GENERAL FUND	168,400	150,000	-	150,000	150,000
TOTAL REVENUES		182,303	150,000	-	150,000	155,000

EXPENDITURES

GENERAL SERVICES

16-00-6808	BUILDINGS & LAND	-	-	-	-	-
16-00-6810	EQUIPMENT	-	-	-	-	-
	Fiber Installation Project	-	-	-	-	-
	Phone/Network Project	-	-	-	-	-
16-00-6812	COMPUTER EQUIPMENT	46,642	-	-	-	-
16-00-6816	COMPREHENSIVE ORDINANCE UPDATE	-	-	-	-	30,000
TOTAL GENERAL SERVICES		46,642	-	-	-	30,000

POLICE

16-20-6806	POLICE DEPARTMENT BUILDING					
	Replace A/C Unit (1 of 4)	7,020	-	6,623	6,623	-
	Replace A/C Unit (2 of 4)	-	8,500	-	8,500	-
	Covered Parking	-	-	-	-	-
	SUBTOTAL POLICE DEPARTMENT BUILDING	7,020	8,500	6,623	15,123	-
16-20-6809	VEHICLES					
	Patrol Unit(s) w/ equipment	173,663	-	-	-	72,000
	Motorcycle Unit w/ equipment	-	-	24,677	24,677	-
	SUBTOTAL POLICE DEPARTMENT VEHICLES	173,663	-	24,677	24,677	-
16-20-6810	EQUIPMENT					
	Radios (2)	10,391	-	-	-	-
	Toughbook Laptops (4)	-	15,000	-	15,000	-
	SUBTOTAL POLICE DEPARTMENT EQUIPMENT	10,391	15,000	-	15,000	-
16-20-6813	LAKE PATROL EQUIPMENT	-	-	-	-	-
TOTAL POLICE		191,074	23,500	31,300	54,800	72,000

DEVELOPMENT SERVICES

16-30-6809	VEHICLES	21,162	-	-	-	-
TOTAL DEVELOPMENT SERVICES		21,162	-	-	-	-

PARKS & RECREATION

16-40-6809	VEHICLES	-	-	-	-	-
	Pickup	-	-	-	-	-
16-40-6815	PARK EQUIPMENT					
	Ventek Station	-	-	-	-	-
	Replace 2010 Exmark Mower	25,178	12,000	(12,000)	-	12,000
	Chipper (6")	-	5,000	-	5,000	-
	Phase II Playscape	-	-	-	-	25,000
	Playscape for ages 5-12	-	-	-	-	-
	Finish Paving Entrance to JB Park	-	-	-	-	35,000
	SUBTOTAL PARK EQUIPMENT	25,178	17,000	(12,000)	5,000	-
TOTAL PARKS & RECREATION		25,178	17,000	(12,000)	5,000	72,000

**CITY OF JONESTOWN
CAPITAL RESERVE FUND 16
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$	406,006	\$	206,249	\$	206,249	\$	229,949
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ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
PUBLIC WORKS						
16-50-6808	BUILDINGS & LAND					
	A/C in Public Works building	-	6,500		6,500	
	Septic System (PW & EMS Bldg)	-	10,000	-	10,000	-
	<i>SUBTOTAL BUILDINGS & LAND</i>	-	16,500	-	16,500	-
16-50-6809	VEHICLES					
	Bucket Truck	7,352	-			
	Backhoe	-	-			26,000
	Pickups w/ equipment	90,653	50,000	-	50,000	53,000
	<i>SUBTOTAL VEHICLES</i>	<i>98,005</i>	<i>50,000</i>	-	<i>50,000</i>	<i>79,000</i>
16-50-6810	EQUIPMENT					
	Cameras (PD/PW/CH)	-	-			35,000
	Replace Kubota UTV	-	-			10,000
	Gate Access PW	-	-			25,000
	Laptops for PW Trucks/WiFi	-	-			12,000
	Skid Steer Sweeper & Auger	-	-		-	9,000
	Side by Side	-	-		-	12,000
	Sand Spreader (2)	-	-		-	12,000
	UTV (side by side)	-	15,000			
	Light Pole	-	-			
	Air Compressor	-	14,000			
	<i>SUBTOTAL EQUIPMENT</i>	-	<i>29,000</i>	-	-	<i>115,000</i>
TOTAL PUBLIC WORKS		98,005	95,500	-	66,500	194,000
TOTAL EXPENDITURES		382,060	136,000	19,300	126,300	368,000
REVENUES OVER(UNDER) EXPENDITURES		(199,757)	14,000		23,700	(213,000)
PROJECTED ENDING FUND BALANCE		\$ 206,249	\$ 220,249		\$ 229,949	\$ 16,949

**CITY OF JONESTOWN
NORTHSHORE WASTEWATER FUND 17
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE **\$ 268,664** **\$ 268,664** **\$ 165,469**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES						
17-00-4260	TAP & IMPACT FEES	15,200	5,000	29,000	34,000	30,000
17-00-4425	WW SERVICE FEES - JONESTOWN	164,040	160,000	-	160,000	160,000
17-00-4430	WW SERVICE FEES - LAGO VISTA	64,416	60,600	-	60,600	60,600
17-00-4604	FINANCE CHARGE FEES	3,432	1,500	3,600	5,100	4,500
17-00-4605	INTEREST EARNED	-	-	-	-	-
17-00-4680	INTEREST EARNED	-	-	-	-	-
TOTAL REVENUES		247,088	227,100	32,600	259,700	255,100
EXPENDITURES						
17-00-6001	FULL TIME SALARIES	42,188	42,000	-	42,000	44,069
17-00-6010	OVERTIME	741	1,000	-	1,000	2,000
17-00-6020	LONGEVITY	-	300	-	300	360
17-00-6031	EMPLOYEE EXPENSE	-	100	-	100	100
17-00-6035	FICA/MEDICARE	3,281	3,312	-	3,312	3,475
17-00-6040	RETIREMENT	714	3,265	-	3,265	3,560
17-00-6045	HEALTH INSURANCE BENEFITS	6,563	7,810	-	7,810	7,806
17-00-6055	TEXAS WORKFORCE COMMISSION	144	200	-	200	162
17-00-6203	COMPUTER EQUIPMENT & SOFTWARE	-	12,000	1,408	13,408	-
17-00-6204	SMALL TOOLS & EQUIPMENT	1,044	7,000	-	7,000	4,000
17-00-6205	SAFETY EQUIPMENT	2,765	2,500	-	2,500	1,500
17-00-6220	OFFICE SUPPLIES	278	500	-	500	500
17-00-6222	GENERAL SUPPLIES	1,287	2,000	-	2,000	2,000
17-00-6230	POSTAGE & FREIGHT	1,132	1,500	-	1,500	1,000
17-00-6237	CHEMICALS	3,245	7,000	-	7,000	3,500
17-00-6301	BUILDING & GROUNDS MAINTENANCE	13	2,000	-	2,000	2,000
17-00-6305	EQUIPMENT MAINTENANCE	1,099	4,000	-	4,000	2,000
17-00-6312	TRAINING & CERTIFICATION	1,614	2,800	-	2,800	2,800
17-00-6313	LICENSING & PERMITS	1,583	2,000	-	2,000	2,000
17-00-6314	MEALS	-	500	-	500	500
17-00-6316	TRAVEL	-	1,500	-	1,500	1,500
17-00-6320	SYSTEM REPAIRS	3,324	20,000	-	20,000	-
17-00-6406	ENGINEERING SERVICES	8,606	5,000	-	5,000	3,000
17-00-6421	ELECTRICITY	7,563	12,000	-	12,000	12,500
17-00-6422	WATER	2,988	5,000	-	5,000	4,000
17-00-6424	TELEPHONE, MOBILE, INTERNET	-	1,000	-	1,000	1,000
17-00-6433	INSURANCE - REAL/PERSONAL	2,745	3,200	-	3,200	3,360
17-00-6434	INSURANCE-WORKERS COMPENSATION	1,091	1,200	-	1,200	1,200

**CITY OF JONESTOWN
NORTHSHORE WASTEWATER FUND 17
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE **\$ 268,664** **\$ 268,664** **\$ 165,469**

ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
17-00-6441	SOFTWARE LICENSES	942	1,200	-	1,200	1,200
17-00-6449	FILING FEES	-	-	-	-	-
17-00-6463	LABORATORY TESTING	5,883	7,000	-	7,000	7,000
17-00-6464	WASTE WATER SLUDGE REMOVAL	2,600	6,000	-	6,000	4,000
17-00-6465	WASTE WATER SERVICE	43,791	50,000	-	50,000	51,000
17-00-6626	ADMIN OVERHEAD	16,600	16,600	-	16,600	17,000
17-00-6680	MISCELLANEOUS/OTHER	1,119	-	-	-	-
17-00-6860	TANK REPAIR PROJECT	-	125,000	5,000	130,000	-
17-00-6910	DEPRECIATION	65,454	-	-	-	-
TOTAL EXPENDITURES		230,395	356,487	6,408	362,895	190,092
REVENUES OVER(UNDER) EXPENDITURES		16,693	(129,387)		(103,195)	65,008
PROJECTED ENDING FUND BALANCE		\$ 268,664	\$ 139,277		\$ 165,469	\$ 230,477

**CITY OF JONESTOWN
DEBT SERVICE FUND 20
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$ 126,175	\$ 126,175	\$ 125,875
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ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES					
PROPERTY TAX - CURRENT	468,785	477,749	-	477,749	588,568
PROPERTY TAX - PRIOR	453	-	-	-	-
PROPERTY TAX - P & I	2,236	-	-	-	-
TRANSFER FROM GENERAL FUND		-	-	-	-
TOTAL REVENUES	471,473	477,749	2,352	477,749	588,568
EXPENDITURES					
BANK/AGENT FEES	300	300	-	300	300
GO REF BOND, SERIES 2012 PRINCIPAL	50,000	50,000	-	50,000	55,000
GO REF BOND, SERIES 2012 INTEREST	10,640	9,520	-	9,520	7,728
TAX NOTE, SERIES 2015 PRINCIPAL	255,000	255,000	-	255,000	-
TAX NOTE, SERIES 2015 INTEREST	5,546	1,849	-	1,849	-
TAX NOTE, SERIES 2019 PRINCIPAL	100,000	110,000	-	110,000	480,000
TAX NOTE, SERIES 2019 INTEREST	56,031	51,381	-	51,381	45,540
TOTAL EXPENDITURES	477,518	478,050	-	478,050	588,568
REVENUES OVER(UNDER) EXPENDITURES	(6,044)	(301)		(301)	-
PROJECTED ENDING FUND BALANCE	\$ 126,175	\$ 125,875		\$ 125,875	\$ 125,875

**CITY OF JONESTOWN
STREET FUND 25
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE			\$ 405,584			\$ 405,584	\$ 488,584
ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022	
REVENUES							
25-00-4605	INTEREST EARNED	14,525	-	-	-	-	-
25-00-4606	BOND PROCEEDS	-	-	-	-	-	-
25-00-4680	OTHER INCOME	-	-	-	-	-	-
25-00-4910	TRANSFER FROM GENERAL FUND	175,000	175,000	-	175,000	175,000	
25-00-4942	TRANSFER FROM CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL REVENUES		189,525	175,000	-	175,000	175,000	
EXPENDITURES							
25-00-6406	ENGINEERING SERVICES	-	-	-	-	-	-
25-00-6439	BOND ISSUANCE	-	-	-	-	-	-
25-00-6814	STREET IMPROVEMENTS	2,557,441	92,000	-	92,000	472,000	
	<i>OBR Project</i>	2,519,202	-	-	-	-	-
	<i>Park Drive Improvements</i>	18,631	-	-	-	-	-
	<i>Road Repairs (Hobby, Grand, Manor)</i>	19,608	-	-	-	-	-
	<i>Light Pole 1431/Ridgeway</i>		20,000		20,000		-
	<i>Guardrail Project (Reed Park, Tip Top)</i>		72,000		72,000	72,000	
	<i>Street Overlay</i>		-		-	300,000	
	<i>General Street Repair</i>		-		-	100,000	
TOTAL EXPENDITURES		2,557,441	92,000	-	92,000	472,000	
REVENUES OVER(UNDER) EXPENDITURES		(2,367,916)	83,000		83,000	(297,000)	
PROJECTED ENDING FUND BALANCE			\$ 405,584	\$ 488,584		\$ 488,584	\$ 191,584

CITY OF JONESTOWN
CAPITAL METRO FUND 40
PROPOSED BUDGET
FY 2022

DISCUSSION WITH AUDITOR TO COMBINE THIS FUND WITH THE STREET FUND SINCE IT IS STREETS PROJECTS

PROJECTED BEGINNING FUND BALANCE			\$ 35,000		\$ 35,000	\$ -
		ADOPTED FY2021 BUDGET (PROJECTED) FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
ACCOUNT NUMBER	ACCOUNT NAME					
REVENUES						
40-00-4640	CAPITAL METRO BGA FUNDS				-	-
TOTAL REVENUES		-	-	-	-	-
EXPENDITURES						
40-00-6406	ENGINEERING SERVICES	-	-	-	-	-
40-00-6814	STREET IMPROVEMENTS	-	35,000	-	35,000	-
TOTAL EXPENDITURES		-	35,000	-	35,000	-
REVENUES OVER(UNDER) EXPENDITURES		-	(35,000)		(35,000)	-
PROJECTED ENDING FUND BALANCE		\$ 35,000	\$ -		\$ -	\$ -

**CITY OF JONESTOWN
PARKS FUND 45
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE	\$	72,832		\$	72,832	\$	53,682
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ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED	PROPOSED	PROPOSED	
			BUDGET FY 2021	AMENDMENTS FY 2021	BUDGET FY 2021	BUDGET FY 2022
REVENUES						
45-00-4251	REPLACEMENT TREES - IN LIEU	-	-	-	-	
45-00-4615	DONATIONS	775	-	-	-	
45-00-4618	EVENT SPONSOR FEES	-	-	-	-	
45-00-4910	TRANSFER FROM GENERAL FUND	40,000	65,000	-	65,000	65,000
TOTAL REVENUES		40,775	65,000	-	65,000	65,000
EXPENDITURES						
45-00-6209	PARK EQUIPMENT	-	-		-	-
45-00-6616	EVENTS	5,954	22,150		22,150	30,000
45-00-6815	PARK EQUIPMENT	36,035	62,000		62,000	75,500
	Volleyball Court					10,000
	Resurface Tennis/BB Court					8,000
	Canyonland Trail					5,500
	Shady Park					3,500
	Pecan Park Upgrade & Clean Up					3,500
	Ventek Boat Ramp #3					15,000
	Shardy Park Master Plan					20,000
	Composite Park Projects-Bond Fund					10,000
TOTAL EXPENDITURES		41,989	84,150	-	84,150	105,500
REVENUES OVER(UNDER) EXPENDITURES		(1,214)	(19,150)		(19,150)	(40,500)
PROJECTED ENDING FUND BALANCE		\$ 72,832	\$ 53,682		\$ 53,682	\$ 13,182

CITY OF JONESTOWN
LANDSCAPE FUND 46
PROPOSED BUDGET
FY 2022

PROJECTED BEGINNING FUND BALANCE	\$	-	\$	-	\$	206,490
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ACCOUNT NUMBER	ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES						
46-00-4251	REPLACEMENT TREES - IN LIEU OF	-	-	67,570	67,570	50,000
46-00-4945	REPLACEMENT TREES - IN LIEU OF	-	-	139,307	139,307	50,000
TOTAL REVENUES		-	-	206,877	206,877	100,000
EXPENDITURES						
46-00-6250	TREES	-	-	387	387	10,000
TOTAL EXPENDITURES		-	-	387	387	10,000
REVENUES OVER(UNDER) EXPENDITURES		-	-		206,490	90,000
PROJECTED ENDING FUND BALANCE		\$	-	\$	206,490	\$296,490

PROJECTED BEGINNING FUND BALANCE	\$	19,371	\$	19,371	\$	26,371
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ACCOUNT NAME	ACTUAL FY 2020	ADOPTED BUDGET FY 2021	PROPOSED AMENDMENTS FY 2021	PROPOSED AMENDED BUDGET FY 2021	PROPOSED BUDGET FY 2022
REVENUES					
DONATIONS	-	-	2,000	2,000	-
GRANTS	36,209	-	15,000	15,000	-
TOTAL REVENUES	36,209	-	17,000	17,000	-
EXPENDITURES					
EMPLOYEE/CITIZEN RECOGNITION	-			-	-
DONATION EXPENDITURES	500	10,000	-	10,000	-
FUNDRAISER EXPENDITURES	-		-	-	-
GRANT EXPENDITURES	36,209		-	-	-
TOTAL EXPENDITURES	36,709	10,000	-	10,000	-
REVENUES OVER(UNDER) EXPENDITURES	(500)	(10,000)		7,000	-
PROJECTED ENDING FUND BALANCE	\$ 19,371	\$ 9,371		\$ 26,371	\$ 26,371

**CITY OF JONESTOWN
HOTEL OCCUPANCY FUND 56
PROPOSED BUDGET
FY 2022**

PROJECTED BEGINNING FUND BALANCE		\$ 337,831		\$ 337,831	\$ 356,129
		ADOPTED	PROPOSED	PROPOSED	PROPOSED
	ACTUAL	BUDGET	AMENDMENTS	AMENDED	BASE
ACCOUNT NAME	FY 2020	FY 2021	FY 2021	BUDGET	BUDGET
				FY 2021	FY 2022
REVENUES					
HOTEL OCCUPANCY TAX	99,220	60,000		60,000	60,000
TOTAL REVENUES	99,220	60,000	-	60,000	60,000
EXPENDITURES					
LICENSING & PERMITS	368	760		760	750
CHAMBER OF COMMERCE	13,000	13,000		13,000	13,000
PROMOTIONAL & ADVERTISING	250	8,240	(7,240)	1,000	1,000
ORGANIZATION REQUESTS	2,000	4,000	(4,000)	-	-
<i>CajunFest</i>	-	4,000	(4,000)	-	-
<i>Balcones Songbird Festival</i>	2,000	-		-	
<i>Cox Springs School Renovation</i>	-	-		-	-
EQUIPMENT	83,574	-	26,942	26,942	-
<i>LED Sign</i>	22,551	-	26,942	26,942	-
<i>Portable Restroom Trailer</i>	23,738	-		-	-
TOTAL EXPENDITURES	99,191	30,000	11,702	41,702	14,750
REVENUES OVER(UNDER) EXPENDITURES	29	30,000		18,298	45,250
PROJECTED ENDING FUND BALANCE	\$ 337,831	\$ 367,831		\$ 356,129	\$ 401,379

FY 2021 – 2022 BUDGET

ADDITIONAL REFERENCE DOCUMENTS

- Wage/Salary by Pay Group
- Additional Pay Categories
- Job Titles by Pay Group and Department
- Organizational Chart
- Schedule of City Holidays

CITY OF JONESTOWN
WAGE/SALARY RANGE BY PAY GROUP

Pay Group	Annually Hourly	Min	Mid	Max
1	A	\$21,424.00	\$24,637.60	\$27,851.20
	H	\$10.30	\$11.85	\$13.39
2	A	\$25,708.80	\$27,851.20	\$29,993.60
	H	\$12.36	\$13.39	\$14.42
3	A	\$27,851.20	\$32,671.60	\$37,492.00
	H	\$13.39	\$15.71	\$18.03
4	A	\$32,136.00	\$37,492.00	\$42,848.00
	H	\$15.45	\$18.03	\$20.60
5	A	\$36,420.80	\$41,776.80	\$47,132.80
	H	\$17.51	\$20.09	\$22.66
6	A	\$42,848.00	\$51,417.60	\$59,987.20
	H	\$20.60	\$24.72	\$28.84
7	A	\$47,132.80	\$57,844.80	\$68,556.80
	H	\$22.66	\$27.81	\$32.96
8	A	\$51,417.60	\$63,200.80	\$74,984.00
	H	\$24.72	\$30.39	\$36.05
9	A	\$66,414.40	\$77,126.40	\$87,838.40
	H	\$31.93	\$37.08	\$42.23
PD1	A	\$45,045.00	\$52,790.85	\$60,536.70
	H	\$20.63	\$24.17	\$27.72
PD2	A	\$51,030.00	\$59,804.85	\$68,579.70
	H	\$24.53	\$28.75	\$32.97

Approved by City Council: _____

Hourly Reference Chart	
wage per hour	annually
\$10.00	\$20,800.00
\$11.00	\$22,880.00
\$12.00	\$24,960.00
\$13.00	\$27,040.00
\$14.00	\$29,120.00
\$15.00	\$31,200.00
\$16.00	\$33,280.00
\$17.00	\$35,360.00
\$18.00	\$37,440.00
\$19.00	\$39,520.00
\$20.00	\$41,600.00
\$21.00	\$43,680.00
\$22.00	\$45,760.00
\$23.00	\$47,840.00
\$24.00	\$49,920.00
\$25.00	\$52,000.00
\$26.00	\$54,080.00
\$27.00	\$56,160.00
\$28.00	\$58,240.00
\$29.00	\$60,320.00
\$30.00	\$62,400.00
\$31.00	\$64,480.00
\$32.00	\$66,560.00
\$33.00	\$68,640.00
\$34.00	\$70,720.00
\$35.00	\$72,800.00
\$36.00	\$74,880.00
\$37.00	\$76,960.00
\$38.00	\$79,040.00
\$39.00	\$81,120.00
\$40.00	\$83,200.00
\$41.00	\$85,280.00

ADDITIONAL PAY CATEGORIES

Longevity Pay:

To Regular Full-time employees after completion of 5 full years of continuous service, paid in a lump sum each December at the rate of \$5 per month of service, up to a maximum of 25 years. (Eligible employees must be in active status on December 1)

Full Years of Service	Lump Sum Payment	Full Years of Service	Lump Sum Payment
5	\$300.00	16	\$960.00
6	\$360.00	17	\$1,020.00
7	\$420.00	18	\$1,080.00
8	\$480.00	19	\$1,140.00
9	\$540.00	20	\$1,200.00
10	\$600.00	21	\$1,260.00
11	\$660.00	22	\$1,320.00
12	\$720.00	23	\$1,380.00
13	\$780.00	24	\$1,440.00
14	\$840.00	25	\$1,500.00
15	\$900.00		

Additional Pay Available, as authorized by the City Council:

Certification Pay (Police only):	Annually	Monthly	Bi-weekly
Intermediate	\$600.00	\$50.00	\$23.077
Advanced	\$900.00	\$75.00	\$34.615
Master Peace Officer	\$1,200.00	\$100.00	\$46.154
FTO (Field Training Officer)	\$600.00	\$50.00	\$23.077
<u>Educational Incentives (Police only):</u>			
Associate degree	\$600.00	\$50.00	\$23.077
Bachelor's degree	\$900.00	\$75.00	\$34.615
Master's degree	\$1,200.00	\$100.00	\$46.154

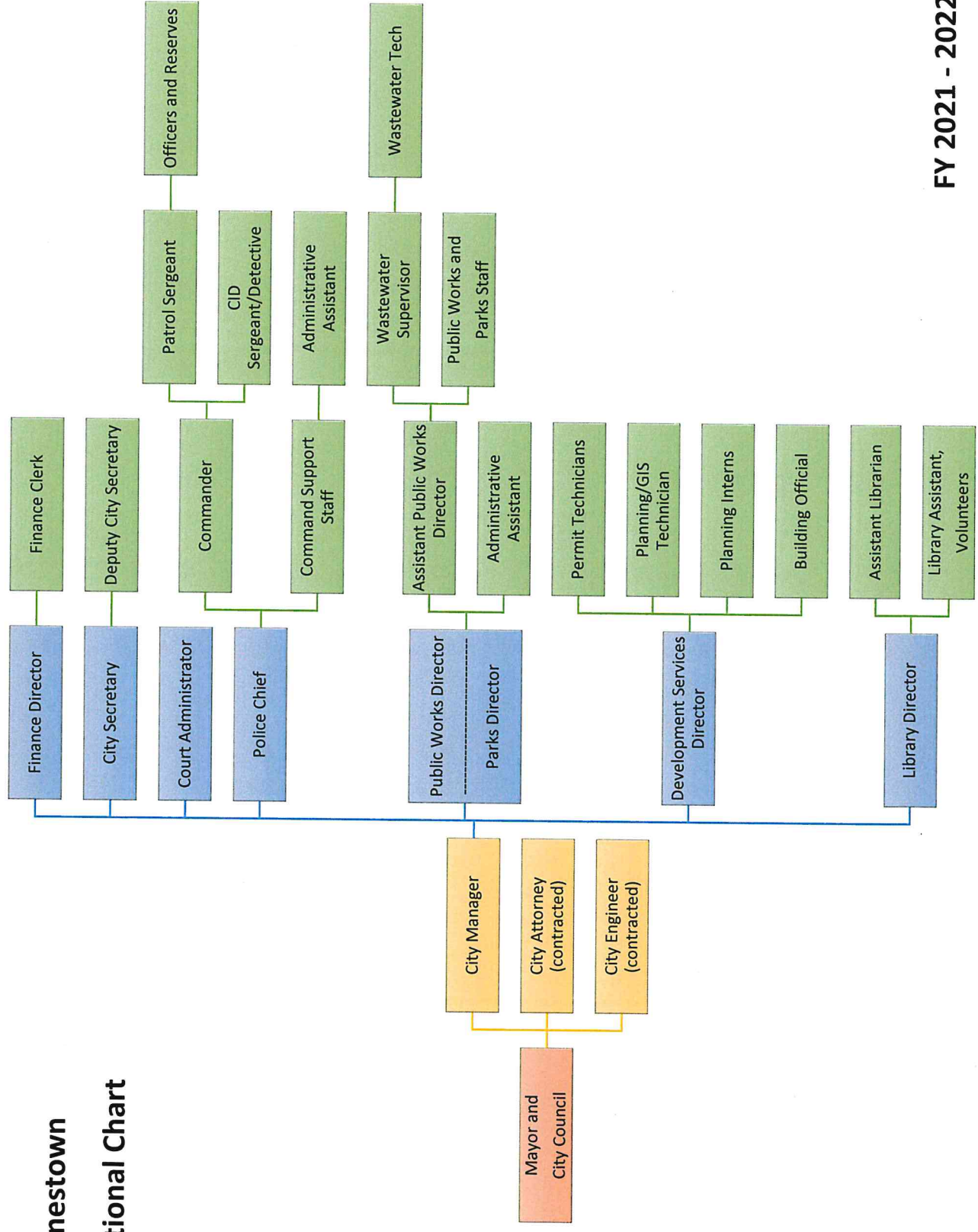
Shift Differential Pay (Police only):

additional amount per hour for hours worked between 12:00 a.m. (midnight) and 6:00 a.m.	\$1.50/hour
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CITY OF IONESTOWN
JOB TITLES BY PAY GROUP AND DEPARTMENT

Pay Group	Administration	Public Works/Parks	Police Department	Development Services	Library
1					Part-time Library Assistant
2	Administrative Assistant I	Public Works Custodian Public Works Maintenance Tech I Parks Maintenance Tech I (includes temp and seasonal)		Planning Intern	Library Assistant
3	Administrative Assistant II	Public Works Maintenance Tech II Parks Maintenance Tech II Administrative Assistant II			Assistant Librarian
4	Administrative Assistant III	Public Works Crew Leader Wastewater Supervisor		Code Enforcement Officer	
5	Administrative Assistant IV Deputy City Secretary Municipal Court Clerk	Public Works Assistant Director	Police Administrative Assistant	Permit Technician	
6			Command Staff Support	Building Inspector	Library Director
7	Court Administrator City Secretary Human Resources Director	Parks & Recreation Director		Building Official	
8	Finance Director	Public Works Director		Development Services Director	
9			Chief of Police		
PD1			Police Officer		
PD2			Police Commander Police Sergeant Police Detective		

City of Jonestown Organizational Chart



FY 2021 - 2022

CITY HOLIDAY DATES
FY 2021 - 2022

Veteran's Day	Thursday, November 11, 2021
Thanksgiving	Thursday, November 25, 2021 Friday, November 26, 2021
Christmas Eve	Thursday, December 23, 2021 (observed)
Christmas Day	Friday, December 24, 2021 (observed)
New Year's Day	Friday, December 31, 2021 (observed)
President's Day	Monday, February 21, 2022
Good Friday	Friday, April 15, 2022
Memorial Day	Monday, May 30, 2022
Independence Day	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

17

(City Secretary's Use Only)

Department: Admin

Prepared by: Rachel Austin

Budgeted Amount: \$ n/a

Date Prepared: August 24, 2021

Exhibits: _____

Subject

Ratification of the tax increase

Recommendation

That Council ratify the tax increase using the following language:

"I move to ratify the tax increase reflected in the budget for Fiscal Year 2021-2022."

Discussion

Local Government Code Sec. 102.007(c) states "Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. **A vote under this subsection is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate as required by Chapter 26, Tax Code, or other law.**"

Approval By

Signature

Date

Department Head



9.2.2021

City Administrator



9.3.21

**City of Jonestown,
Texas**

AGENDA REPORT

Meeting Date: September 9, 2021

Agenda Item Number:

18

(City Secretary's Use Only)

Department: Admin

Prepared by: Rachel Austin

Budgeted Amount: \$ n/a

Date Prepared: August 24, 2021

Exhibits: ordinance

Subject

Ordinance levying taxes

Recommendation

That Council adopt the ordinance levying taxes using the following language:

"I move that the property tax rate be increased by the adoption of a tax rate of 0.5188 per \$100 valuation of property, which is effectively a 0.02 percent increase in the tax rate."

Discussion

By statute, specific language must be used to adopt this ordinance since the proposed tax rate exceeds the no-new-revenue maintenance and operations rate.

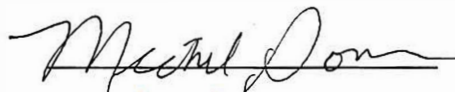
Whoever makes the motion should read the above sentence word for word.

Approval By

Signature

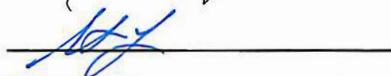
Date

Department Head



9.2.2021

City Administrator



9/3/21

ORDINANCE NO. 2021-O-__

AN ORDINANCE OF THE CITY OF JONESTOWN, TRAVIS COUNTY, TEXAS, LEVYING AD VALOREM TAXES AT THE RATE OF \$0.4239 ON EACH \$100 VALUATION OF PROPERTY FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT AND \$0.0949 ON EACH \$100 VALUATION OF PROPERTY FOR THE INTEREST AND SINKING FUND FOR A TOTAL COMBINED TAX RATE OF \$0.5188 ON EACH \$100 VALUATION OF PROPERTY FOR THE 2021-2022 FISCAL YEAR; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; PROVIDING FOR WHEN TAXES SHALL BECOME DUE; AND PROVIDING FOR WHEN TAXES SHALL BECOME DELINQUENT IF NOT PAID.

WHEREAS, a type A General Law municipality may levy property taxes for current expenses, for the construction or purchase of public buildings, water works, sewers, and other permanent improvements in the municipality and for construction and improvement of municipal roads, streets and bridges; and

WHEREAS, a municipality may issue bonds payable from ad valorem taxes in the amount it considers expedient to construct or purchase permanent improvements and construct or improve the streets and bridges; and

WHEREAS, the chief appraiser shall prepare and certify the tax appraisal roll to the assessor for each taxing unit participating in the district and must include the appraised market value, appraised value, kind and amount of exemptions for the current year; and

WHEREAS, the City of Jonestown's designated officer has calculated the No-New-Revenue and Voter-Approval tax rates, presented them to the city council, and posted its Notice About 2021 Tax Rates and 2021 Tax Rate Calculation Worksheet on the home page of the City's website and on the Travis County Truth-in-Taxation Portal as required; and

WHEREAS, as the proposed tax rate exceeds the No-New-Revenue tax rate, the required Notice of Public Hearing on Tax Increase was published in the August 19, 2021, edition of the Hill Country News newspaper, at least seven days before this meeting was held; and

WHEREAS, the required public hearing on the tax increase was held on September 2, 2021; and

WHEREAS, no taxing unit may impose property taxes in any year until its governing body has adopted a tax rate for that year and set it out in an ordinance, resolution, or order.

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

Section 1. The City of Jonestown has hereby levied and there shall be collected for the use and support of the municipal government and to provide an interest and sinking fund for the 2021-2022 Fiscal Year, upon all property, real, personal, and mixed within the corporate limits of said city subject to taxation, a tax of **\$0.5188** on each \$100 valuation of property, said tax being so levied and apportioned to specific purposes here set forth:

1. For the maintenance and support of general government (General Fund) **\$0.4239** on each \$100 valuation of property;
2. For the interest and sinking fund (Debt Service) **\$0.0949** on each \$100 valuation of property.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

Section 2. THE TAX RATE WILL EFFECTIVELY BE RAISED BY .02 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$24.

Section 3. The tax roll, as presented to the City Council, together with any supplement thereto, is hereby accepted.

Section 4. The taxes levied under this ordinance shall be due from October 1, 2021 through January 31, 2022, and if not paid on or before January 31, 2022, shall immediately become delinquent. A delinquent tax shall incur the maximum penalty and interest authorized by Section 33.01, Texas Property Tax Code, to-wit: a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent, plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. Provided, however, a tax that is delinquent on July 1st of the year in which it becomes delinquent shall incur a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. All other penalties and collection remedies authorized by law, as may be amended by the Texas Legislature, are hereby adopted.

Section 5. All taxes shall become a lien upon the property against which assessed, and the Tax Collectors of Travis County are hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City of Jonestown and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the General Fund of the City of Jonestown.

Section 6. This ordinance shall take effect and be in force from the date after its passage.

PASSED AND APPROVED THIS 9TH DAY OF SEPTEMBER, 2021, at a regular meeting of the City Council of the City of Jonestown, there being a quorum present, by the

following motion: "I move that property tax rate be increased by the adoption of a tax rate of \$.5188 per \$100 valuation of property, which is effectively a 11.47 percent increase in the tax rate", which was made by Alderman _____ and seconded by Alderman _____. The members of the City Council voted on this ordinance increasing the tax rate as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

City of Jonestown, Texas

Paul Johnson, Mayor

Attest:

Rachel Austin, City Secretary