

1. Town Council Agenda 2-25-2021

Documents:

[2-25-21 TOWN COUNCIL AGENDA.PDF](#)

2. Town Council Packet 2-25-2021

Documents:

[2-25-21 COUNCIL PACKET.PDF](#)

3. February 25, 2021 - MEETING SLIDE DECK

[FEBRUARY 25, 2021 - MEETING SLIDE DECK](#)



DAVID A. RETTIG, MAYOR
RENA HARDEMAN, COUNCIL PLACE 1
MICHAEL C. GANZ, COUNCIL PLACE 2

BRIAN MONTINI, MAYOR PRO TEM, COUNCIL PLACE 3
ROGER SESSIONS, COUNCIL PLACE 4
DANNY SIMPSON, COUNCIL PLACE 5

**NORTHLAKE TOWN COUNCIL
REGULAR MEETING AGENDA
THURSDAY, FEBRUARY 25, 2021 AT 5:30 PM
1500 COMMONS CIRCLE SUITE 300 - NORTHLAKE, TEXAS 76226**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Northlake Town Council will meet in a regular meeting on Thursday, February 25, 2021 at 5:30 pm at the Northlake Town Hall in the Chamber Room, 1500 Commons Circle, Suite 300, Northlake, Texas 76226. The items listed below are placed on the agenda for discussion and/or action.

1. Call to Order
Invocation
Pledge of Allegiance
2. Public Input
This item is available for citizens to address the Town Council on any matter. The presiding officer may ask the citizen to hold his or her comment on an agenda item until that agenda item is reached. By law, no deliberation or action may be taken on the topic if the topic is not posted on the agenda. The presiding officer reserves the right to impose a time limit on this portion of the agenda.
3. Announcements, Proclamations and Presentations
 - A. Jefferson Apartments Rezoning
 - B. Winter Averaging Overview
 - C. Criminal Activity and Police Response
 - D. Recent Weather Event and Public Works Response
4. Action Items
 - E. Approval of modifying, continuing and/or suspending the First Amended Declaration of Local and Public Health Emergency as modified by the Town Council on April 23, 2020
 - F. Continue with Declaration of Local Disaster in response to severe weather in Town of Northlake, Texas, ordered by Mayor Rettig on February 22, 2021
5. Executive Session
Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except: (1) When the governmental body seeks the advice of its attorney about: (a) pending or contemplated litigation; or (b) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The Town Council may adjourn into executive session for consultation with the Town Attorney regarding:
 - i. Legal advice on any matter related to any posted agenda item; and
 - ii. Legal advice related to the development and annexation of the Hatfield, Brasher, Green Tract on approximately 97.9 acre tract of land generally located south of Evelyn Lane, west of Faught Road and north of Faith Lane in the extraterritorial jurisdiction of the Town; and the development of the Charles Faught tracts totaling approximately 152.3 acres of land generally located north of Evelyn Lane, west of Faught Road, and south of Robson Ranch Road; and
 - iii. Legal advice related to the development and annexation of the Scrivner Tract totaling 44.8 acres of land generally located east of Florance Road approximately 2,533 feet north of FM 407 in the extraterritorial jurisdiction of the Town; and
 - iv. Legal advice related to the development and annexation of the IMA Development Group and AMI Development Group tracts, 3.4-acre, 1.7-acre and 1.3-acre tracts of land generally located at the northwest corner of FM 407 and Thompson Road in the extraterritorial jurisdiction of the Town; and
 - v. Pending or contemplated litigation; and
 - vi. Consideration of issues in furtherance of settlement negotiations in Town of Northlake vs. City of Justin, Denton County District Court Cause No. 15-08170-367; and
 - vii. City of Justin v. Toby Baker, Cause No. D-1-GN-20-002084.
 - b. Section 551.072 Deliberation regarding the purchase, exchange, lease or value of real property to be acquired as right-of-way out of certain 12.6 acre tract of land
6. Reconvene into Open Session
In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session
 7. Adjourn

CERTIFICATION

I hereby certify that the above agenda was posted on the bulletin board at Town Hall 1500 Commons Circle, Suite 300, Northlake, Texas 76266, on the 22nd day of February 2021 by 5:30 pm in accordance with Chapter 551, Texas Government Code.


Shirley Rogers, Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code Section 551.071 (Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 551.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations).



DAVID A. RETTIG, MAYOR
RENA HARDEMAN, COUNCIL PLACE 1
MICHAEL C. GANZ, COUNCIL PLACE 2

BRIAN MONTINI, MAYOR PRO TEM, COUNCIL PLACE 3
ROGER SESSIONS, COUNCIL PLACE 4
DANNY SIMPSON, COUNCIL PLACE 5

**NORTHLAKE TOWN COUNCIL
REGULAR MEETING AGENDA
THURSDAY, FEBRUARY 25, 2021 AT 5:30 PM
1500 COMMONS CIRCLE SUITE 300 - NORTHLAKE, TEXAS 76226**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Northlake Town Council will meet in a regular meeting on Thursday, February 25, 2021 at 5:30 pm at the Northlake Town Hall in the Chamber Room, 1500 Commons Circle, Suite 300, Northlake, Texas 76226. The items listed below are placed on the agenda for discussion and/or action.

1. Call to Order
Invocation
Pledge of Allegiance
2. Public Input
This item is available for citizens to address the Town Council on any matter. The presiding officer may ask the citizen to hold his or her comment on an agenda item until that agenda item is reached. By law, no deliberation or action may be taken on the topic if the topic is not posted on the agenda. The presiding officer reserves the right to impose a time limit on this portion of the agenda.
3. Announcements, Proclamations and Presentations
 - A. Jefferson Apartments Rezoning
 - B. Winter Averaging Overview
 - C. Criminal Activity and Police Response
 - D. Recent Weather Event and Public Works Response
4. Action Items
 - E. Approval of modifying, continuing and/or suspending the First Amended Declaration of Local and Public Health Emergency as modified by the Town Council on April 23, 2020
 - F. Continue with Declaration of Local Disaster in response to severe weather in Town of Northlake, Texas, ordered by Mayor Rettig on February 22, 2021
5. Executive Session
Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except: (1) When the governmental body seeks the advice of its attorney about: (a) pending or contemplated litigation; or (b) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The Town Council may adjourn into executive session for consultation with the Town Attorney regarding:
 - i. Legal advice on any matter related to any posted agenda item; and
 - ii. Legal advice related to the development and annexation of the Hatfield, Brasher, Green Tract on approximately 97.9 acre tract of land generally located south of Evelyn Lane, west of Faight Road and north of Faith Lane in the extraterritorial jurisdiction of the Town; and the development of the Charles Faight tracts totaling approximately 152.3 acres of land generally located north of Evelyn Lane, west of Faight Road, and south of Robson Ranch Road; and
 - iii. Legal advice related to the development and annexation of the Scrivner Tract totaling 44.8 acres of land generally located east of Florance Road approximately 2,533 feet north of FM 407 in the extraterritorial jurisdiction of the Town; and
 - iv. Legal advice related to the development and annexation of the IMA Development Group and AMI Development Group tracts, 3.4-acre, 1.7-acre and 1.3-acre tracts of land generally located at the northwest corner of FM 407 and Thompson Road in the extraterritorial jurisdiction of the Town; and
 - v. Pending or contemplated litigation; and
 - vi. Consideration of issues in furtherance of settlement negotiations in Town of Northlake vs. City of Justin, Denton County District Court Cause No. 15-08170-367; and
 - vii. City of Justin v. Toby Baker, Cause No. D-1-GN-20-002084.
 - b. Section 551.072 Deliberation regarding the purchase, exchange, lease or value of real property to be acquired as right-of-way out of certain 12.6 acre tract of land
6. Reconvene into Open Session
In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session
 7. Adjourn

CERTIFICATION

I hereby certify that the above agenda was posted on the bulletin board at Town Hall 1500 Commons Circle, Suite 300, Northlake, Texas 76266, on the 22nd day of February 2021 by 5:30 pm in accordance with Chapter 551, Texas Government Code.


Shirley Rogers, Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code Section 551.071 (Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 551.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations).

TOWN OF NORTHLAKE COUNCIL ITEM NO. 1

DATE: FEBRUARY 25, 2021

ITEM: CALL TO ORDER



TOWN OF NORTHLAKE COUNCIL ITEM NO. 2

DATE: FEBRUARY 25, 2021

ITEM: PUBLIC INPUT



TOWN OF NORTHLAKE COUNCIL ITEM NO. 3

DATE: FEBRUARY 25, 2021

ITEM: ANNOUNCEMENTS-PROCLAMATIONS-PRESENTATIONS



NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 25, 2021

REF DOC.: NORTHLAKE UNIFIED DEVELOPMENT CODE (UDC); THE PATHWAY
TO 2040 NORTHLAKE COMPREHENSIVE PLAN UPDATE

SUBJECT: PLANNED DEVELOPMENT ZONING CHANGE REQUEST
COMMERCIAL (C) TO MIXED-USE PLANNED DEVELOPMENT (MPD)



GOALS/OBJECTIVES:

- Responsibly Manage Growth; Adhere to the Comprehensive Plan (Council Goal)
- Diversify the Tax Base (Council Goal)

ZONING CHANGE REQUEST INFORMATION:

Site:	Approximately 17 acres on north side of SH 114 between Northport Drive and Ashmore Lane
Applicant:	JPI
Owner:	Northport Partners, LLC
Current Zoning:	Commercial (C)
Proposed Zoning:	Mixed-Use Planned Development (MPD) – Mix of commercial and multi-family uses
Future Land Use:	Highway Corridors Special Area – Generally, these corridors can accommodate heavier commercial and light industrial uses. Depending on the context of nearby uses, high density residential such as apartments, condos, or mixed-use developments may be appropriate as well. Context of transitioning from the corridor to the adjacent character area (Workforce Residential to the south and Business Park to the north) may be considered in the development process.
Background:	Last year the applicant applied for a similar MPD which called for a mix of commercial and multi-family uses with an approximately 3-acre tract for commercial uses and an approximately 14-acre tract for up to 420 multi-family residential units. The MPD zoning change request was denied at the June 11, 2020 Town Council meeting. The applicant has waited the required 6 months following denial to resubmit an application for an MPD zoning change. The resubmitted MPD proposal revises the mix of commercial and multi-family uses with an increase in area reserved for commercial uses, an approximately 5-acre tract, an increase of 2 acres, with the remainder of the property, an approximately 12-acre tract, reserved for 360 multi-family residential units, a decrease of 60 units.

NEXT STEPS:

- Briefing scheduled at this meeting for Council to hear presentation on zoning change request from applicant and to ask any questions
- Public hearing and action on request scheduled for March 25, 2021 Town Council Meeting

ATTACHMENTS:

- Draft MPD exhibits
 - Exhibit A – Legal Description
 - Exhibit B – Concept Plan
 - Exhibit C – Development Standards

EXHIBIT A

TRACT 1 – Residential

11.90 acres

BEING a tract of land situated in the L. Medlin Survey, Abstract No. 830, Town of Northlake, Denton County, Texas and being part of a called 17 acre tract of land described as "Tract 2" in Special Warranty Deed with Vendor's Lien to Northport Partners, LLC recorded in Document No. 2015-83003 of the Official Records of Denton County, Texas, and being more particularly described as follows:

COMMENCING at a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found for the southeast end of a right-of-way corner clip located at the intersection of the east right-of-way line of Ashmore Lane (a 60-foot right-of-way) and north right-of-way line of TX HWY 114 (a variable width right-of-way) and being a southwest corner of a called 0.185 acre tract of land described in Deed to Northlake Commercial Association, Inc. recorded in Document No. 2005-102672 of said Official Records;

THENCE with said north right-of-way line of TX HWY 114 and the south line of said 0.185 acre tract, South 76°00'03" East, a distance of 68.43 feet to a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found for the **POINT OF BEGINNING**;

THENCE departing said north right-of-way line of TX HWY 114 and with the east and north lines of said 0.185 acre tract, the following courses and distances:

North 14°04'15" East, a distance of 66.51 feet to a point for 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found;

North 22°42'10" West, a distance of 37.99 feet to a point for 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found;

North 65°44'37" West, a distance of 59.94 feet to a 1/2" iron rod found for corner in said east right-of-way line of Ashmore Lane at the beginning of a non-tangent curve to the right having a central angle of 24°43'30", a radius of 270.00 feet, a chord bearing and distance of North 35°47'05" East, 115.61 feet;

THENCE with said east right-of-way line of Ashmore Lane, the following courses and distances:

In a northeasterly direction, with said curve to the right, an arc distance of 116.51 feet to a 1/2" iron rod found for corner at the beginning of a reverse curve to the left having a central angle of 5°29'32", a radius of 330.00 feet, a chord bearing and distance of North 45°24'04" East, 31.62 feet;

In a northeasterly direction, with said curve to the left, an arc distance of 31.63 feet to a 5/8" iron rod with plastic cap stamped "KHA" set for the northwest corner of said "Tract 2" and being a southwest corner of Lot 8, Block 4, Northport Addition, an addition to the Town of Northlake, Texas according to the plat recorded in Cabinet V, Page 885, Public Records of Denton County, Texas;

THENCE departing said east right-of-way line of Ashmore Lane and with the south line of said Lot 8, the following courses and distances:

South 47°20'41" East, a distance of 67.53 feet to a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found for corner;

South 89°59'58" East, a distance of 1,479.61 feet to a point in the west line of Lot 10, Block 4, Northport Addition, an addition to the Town of Northlake, Texas according to the plat recorded in Cabinet Y, Page 515, of said Public Records and being the southeast corner of said Lot 8 from which a 1/2" iron rod found bears South 57°24'26" East, a distance of 0.40' feet;

THENCE with said west line of Lot 10, South 0°00'02" West, a distance of 482.64 feet to a point for corner;

THENCE departing said west line of Lot 10, over and across said "Tract 2", the following courses and distances:

North 69°58'00" West, a distance of 786.69 feet to a point for corner;

South 20°27'11" West, a distance of 242.90 feet to a point for corner in said north right-of-way line of TX HWY 114;

THENCE with said north right-of-way line of TX HWY 114, the following courses and distances:

North 69°39'51" West, a distance of 270.69 feet to a "TXDOT" brass disk found for corner;

North 68°40'42" West, a distance of 83.06 feet to a "TXDOT" brass disk found for corner;

North 71°09'50" West, a distance of 100.07 feet to a "TXDOT" brass disk found for corner;

North 72°17'39" West, a distance of 100.38 feet to a 1/2" iron rod found for corner;

North 74°12'47" West, a distance of 100.03 feet to a broken 6" concrete monument found for corner;

North 75°27'47" West, a distance of 100.04 feet to a "TXDOT" brass disk found for corner;

North 76°00'03" West, a distance of 28.51 feet to the **POINT OF BEGINNING** and containing 11.90 acres of land.

Bearing system based on the Texas Coordinate System of 1983, North Central Zone (4202), North American Datum of 1983.

TRACT 2 – Commercial

5.10 acres

BEING a tract of land situated in the L. Medlin Survey, Abstract No. 830, Town of Northlake, Denton County, Texas and being part of a called 17 acre tract of land described as "Tract 2" in Special Warranty Deed with Vendor's Lien to Northport Partners, LLC recorded in Document No. 2015-83003 of the Official Records of Denton County, Texas, and being more particularly described as follows:

BEGINNING at a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found at the northeast end of a right-of-way corner clip at the intersection of the north right-of-way line of TX HWY 114 (a variable width right-of-way) and the west right-of-way line of Northport Drive (a 60-foot wide right-of-way);

THENCE with said right-of-way clip, South 65°23'32" West, a distance of 21.21 feet to a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" found for corner at the southwest end corner clip;

THENCE with said north right-of-way line of TX HWY 114 the following courses and distances:

North 69°37'04" West, a distance of 300.83 feet to a point for corner from which a 1/2" iron rod bears South 43°21'45" West, a distance of 0.36 feet;

North 69°39'51" West, passing at a distance of 218.75 feet a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" and continuing in full a distance of 603.23 feet to a point for corner;

THENCE departing said north right-of-way line of TX HWY 114 and over and across said "Tract 2", the following courses and distances:

North 20°27'11" East, a distance of 242.90 feet to a point for corner;

South 69°58'00" East, a distance of 786.69 feet to a point for corner in the west line of Lot 10, Block 4, Northport Addition, an addition to the Town of Northlake, Texas according to the plat recorded in Cabinet Y, Page 515, of said Public Records;

THENCE with the west line of Lot 10, South 0°00'02" West, a distance of 56.61 feet to a 1/2" iron rod found for a southwest corner of Lot 11, Block 4, Northport Addition, an addition to the Town of Northlake, Texas according to the plat recorded in Cabinet Y, Page 515, of said Public Records;

THENCE with the west and southwest lines of Lot 11, Block 4 of said Northport Addition, the following courses and distances:

South 69°44'01" East, a distance of 116.28 feet to a 1/2" iron rod found for corner;

South 75°43'13" East, a distance of 59.45 feet to a "X" cut in concrete found in said west right-of-way line of Northport Drive and being at the beginning of a non-tangent curve to the left having a central angle of 10°52'23", a radius of 332.01 feet, a chord bearing and distance of South 54°06'25" West, 62.91 feet;

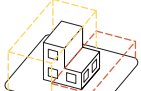
THENCE with said west right-of-way line of Northport Drive, the following courses and distances:

In a southwesterly direction, with said curve to the left, an arc distance of 63.01 feet to a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" at the beginning of a non-tangent curve to the left having a central angle of 22°28'51", a radius of 338.00 feet, a chord bearing and distance of South 32°41'28" West, 131.77 feet;

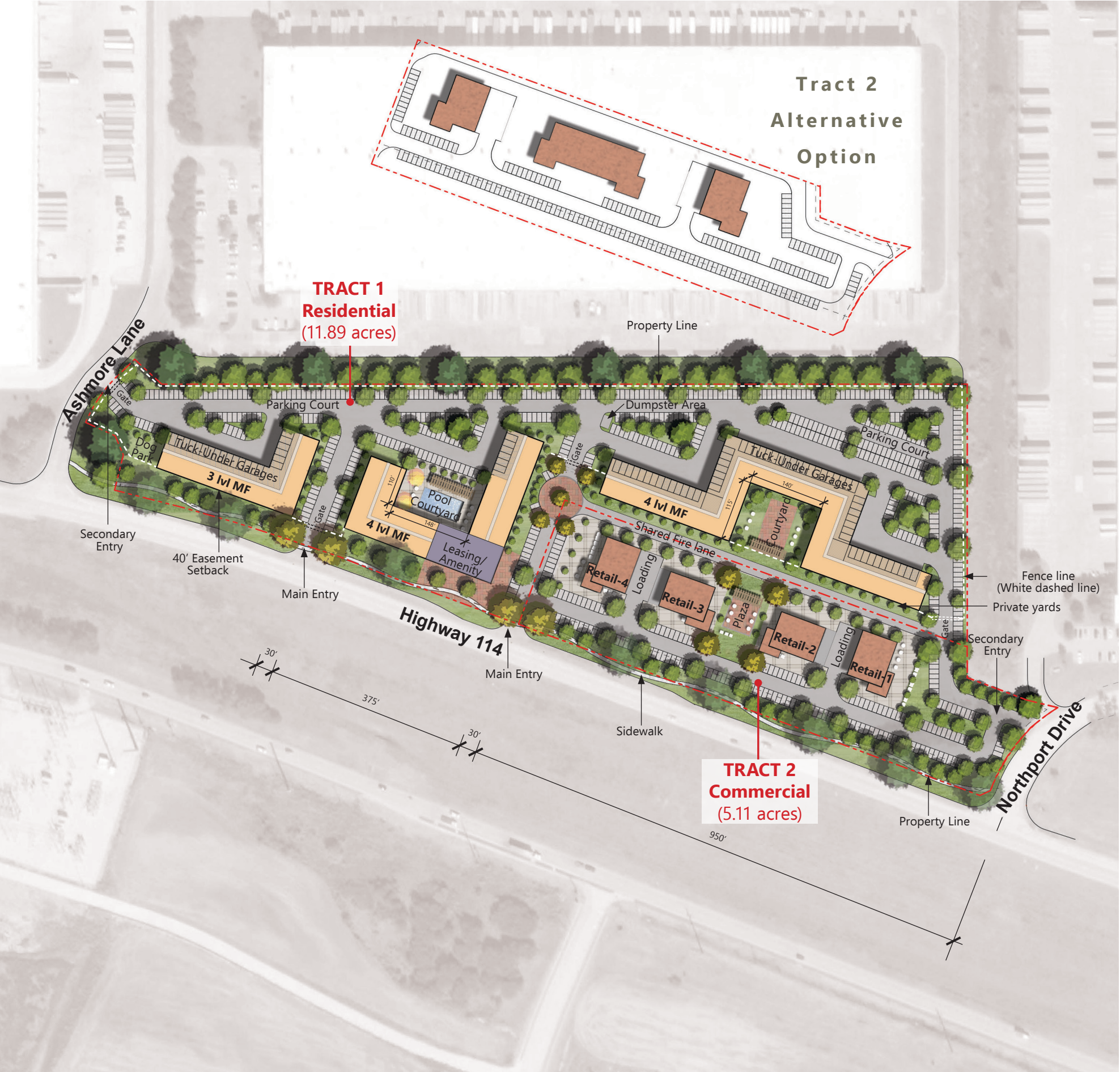
In a southwesterly direction, with said curve to the left, an arc distance of 132.62 feet to a 1/2" iron rod with plastic cap stamped "PACHECO KOCH" for corner;
South 20°23'32" West, a distance of 4.63 feet to the **POINT OF BEGINNING** and containing 5.10 acres of land.

Bearing system based on the Texas Coordinate System of 1983, North Central Zone (4202), North American Datum of 1983.

PROJECT DATA		
MF Units (Tract 1)	Residential (925 s.f. avg):	360 units
Leasing/Amenity		9,000 s.f.
Retail (Tract 2)		18,000 s.f.
Parking Required	Residential (per client):	594 sps
	Retail (1 sp/100 s.f. per Client Request):	180 sps
	Total:	774 sps
Parking Provided	Residential (1.65 sps/unit):	595 sps
	Surface:	510 sps
	Tuck Under:	85 sps
	Retail (1sp/100 sf):	180 sps
	Total:	775 sps
Site Area	Residential:	11.89 acres
	Retail:	5.11 acres
	Total:	17.0 acres
Density (Tract 1)		30.2 units/acre
Open Space (Tract1)		2.4 acres (20%)

SITE CONDITIONS	
	Current zoning: Commercial
Zoning District	Proposed zoning: MPD
	4 Levels – 60' (max.)
Height	
	Front yard: 35' Min. Side yard: 10' Min. Rear yard: 10' Min.
Setbacks	
	Per zoning: (1sp/BR) additional 0.20 sp/unit
Required Parking	Per client: 1.65 sps/unit
	20% of the area of the lot
Open Space	
Density	30 Units/Acre (Max.)
Lot Coverage	40% Min.

Zoning Reviewed By: JS



NORTHLAKE MF
Northlake, TX

**EXHIBIT B -
CONCEPT PLAN**

Copyright © JHP 2021. Not for
Regulatory Approval, Permit or
Construction:
John Schrader
Registered Architect of State of Texas,
Registration No. 17828

02.21.2021

Exhibit C

Mixed-Use Planned Development District Standards

I. Tract 1 – Multi-Family Residential (Approximately 11.89 acres)

- A. **General Description:** The multi-family tract is depicted as Tract 1 on the Concept Plan (Exhibit "B") and further described by metes and bounds in Exhibit "A". The multi-family tract is intended to provide for a high quality residential development. These multi-family units are attached units. Access shall be provided from private access drives or parking areas connecting to adjacent public streets. These multi-family units will range from 40 units per building to 200 units per building. The multi-family tract will include amenities and recreational areas open to residents of the development as shown on the Concept Plan.
- B. **Permitted Uses:** Multi-family
- C. **Density:** The maximum overall allowed density for Tract 1 shall be 31 dwelling units/gross acre.
- D. **Minimum lot area:** 43,560 square feet
- E. **Minimum lot width:** 100 feet
- F. **Minimum front yard:** 35 feet.
- G. **Minimum side and rear yards:** 10 feet.
- H. **Minimum building separation:** 20 feet.
- I. **Minimum floor area per dwelling unit:**
 - i. 1-bedroom - 650 square feet.
 - ii. 2-bedroom - 950 square feet.
 - iii. 3-bedroom – 1,350 square feet.
- J. **Maximum lot coverage:** 40%
- K. **Maximum Height:** 4 stories and 60 feet measured to the mean point of the roof.
- L. **Building materials:** The exterior building materials shall be a minimum of eighty percent (80%) masonry product (including stucco and cementitious fiber cement lap siding), exclusive of windows and doors. A minimum of two exterior materials shall be included on every facade. Hardi-plank may be used above the first story and may be credited as an alternative construction material for up to 30% of the total 80% masonry requirement. Hardi-plank may also be used within all breezeways and patios, including the first story. Alternative materials may be

approved at the time of Site Plan approval. No metal roofs shall be permitted with the exception of standing-seam metal roofs, which shall be approved in conjunction with the Site Plan.

M. Required Open Space: The minimum amount of required open space for any multi-family lot shall be 20% of the area of the lot, net of floodplain and adjacent right-of-way.

N. Parking Requirements:

- i. Multi-Family Residential: The minimum parking requirement shall be 1 nine (9) foot by eighteen (18) foot parking spaces per bedroom and an additional 0.20 spaces per dwelling unit. All parking shall meet the requirements of the Americans with Disabilities Act (ADA). Parking areas shall be paved with concrete and graded to drain appropriately. No head in parking shall be permitted to overhang any landscaped areas. Ten percent (10%) of the total required parking spaces, as defined above, shall be covered. Said 10% may be a mix of car ports and enclosed garages. In the event an apron is provided in front of the enclosed garages, it shall be counted as a parking space.
- ii. Except for the immediate loading and unloading, the parking of recreational vehicles, trailers, and boats shall be prohibited.
- iii. Tandem parking is allowed.

O. Miscellaneous Multi-Family Residence Provisions:

1. The north and eastern boundaries of the site shall have a wrought-iron fence in combination with landscaping for screening. The western boundary shall have a landscape buffer provided in accordance with the requirements of the UDC of the Town of Northlake and a wrought-iron fence. The southern boundary of the site (fronting State Highway 114) may have a wrought-iron fence and landscaping buffer provided in accordance with the requirements of the UDC of the Town of Northlake. In all instances, the wrought-iron fence shall be a minimum of 4 feet and maximum of 8 feet in height. Fencing may be located in required setback areas and may be located within the property to create private yards for the residences. Fences and walls must be constructed in accordance with the Unified Development Code of the Town of Northlake in effect at the time of final Site Plan approval. Chain link fences shall be prohibited.
2. All trash collection, storage facilities and loading docks should be located internal to the property whenever possible and all such facilities shall be enclosed or screened on a minimum of three sides

by the use of masonry walls or plant materials approved by the Town of Northlake at the time of final Site Plan approval.

3. Landscaping shall be provided in accordance with the requirements of the Unified Development Code of the Town of Northlake, including the provision of irrigation. The owner is responsible for maintenance of all required landscaping.
4. Restricted Entry. Entry to the multi-family development may be restricted by the use of gates, the exact location of which shall be approved by the Town of Northlake at the time of final Site Plan approval.
5. Accessory Buildings. An accessory building is a subordinate or incidental building, attached to or detached from the main building, that does not have separate kitchen facilities, is not used as a dwelling or living quarters, and is not used for commercial purposes or financial gain. Accessory buildings may have water and sanitary sewer service and may be climate controlled. Accessory buildings shall include but are not limited to the following: detached garages, carports, general apartment maintenance buildings, storage sheds and trash collection and storage facilities. Except for carports and the maintenance building, all accessory buildings shall be constructed of the same building materials as the primary buildings. Accessory buildings may not be permitted without a primary structure. In addition, accessory buildings shall comply with the following criteria:
 - a. Minimum front yard setbacks: 50 feet
 - b. Minimum rear and side yard setbacks: 10 feet
 - c. Minimum building separation: 10 feet

The aforementioned setbacks shall be measured to the building walls. Roof overhangs shall be permitted to fall within the defined setbacks.

II. Tract 2 - Commercial (Approximately 5.11 Acres)

- A. General Description:** The commercial tract is depicted as Tract 2 on the Concept Plan and further described by metes and bounds in Exhibit "A". The commercial tract will provide the ability to encourage and to accommodate the development of office, retail, and personal services along SH 114.
- B. Permitted uses:** All uses permitted in the Commercial ("C") Zoning District shall be allowed in Tract 2, subject to compliance with all applicable conditions contained within the Unified Development Code of the Town of Northlake.

- C. **Dimensional Requirements:** Development of the commercial tract shall be consistent with those requirements outlined for the Commercial (C) Zoning District in Section 5.6 (Dimensional and Developmental Standards Summary) of Article 5 of the Unified Development Code of the Town of Northlake, unless otherwise shown on the Concept Plan.
- D. **Building Materials:** The exterior building materials shall be a minimum of eighty percent (80%) masonry (stucco, stone, brick, fiber cement), exclusive of windows and doors. Alternative materials may be approved at the time of Site Plan approval. The development in its entirety shall be consistent with the design theme of its various parts. No metal roofs shall be permitted with the exception of standing seam metal roofs, which shall be approved in conjunction with the Site Plan.
- E. **Building Articulation:** Building facades shall meet the following minimum standards for articulation:
1. **Horizontal Articulation:** No building front elevation shall extend for a distance equal to three (3) times the wall height without having an offset of 10% of the wall height, and that new plane shall extend for a distance equal to at least 25% of the maximum length of the first plane.
 2. **Vertical Articulation:** No front elevation shall extend horizontally for a distance greater than three (3) times the height of the wall without changing vertically by a minimum of 10% of the walls height.
- F. **Required Parking:** The minimum parking requirements shall be consistent with those requirements outlined in Article 10, Parking and Loading Standards of the Unified Development Code of the Town of Northlake except as otherwise provided herein. All parking spaces shall be a minimum of nine (9) feet by eighteen (18) feet in size. All parking areas shall be constructed of concrete paving and be curbed and graded to drain appropriately. No head in parking shall be permitted to overhang any landscaped areas. The parking lot shall be subject to the landscape regulations of the Unified Development Code of the Town of Northlake including, but not limited to, the provision of a landscaped strip along public-right-of-way and landscape islands.
- G. **Screening Requirements:**
1. **Mechanical Equipment:** All mechanical equipment such as gas meters, electrical panels, HVAC equipment and similar devices shall be screened from parking and off-site view.
 2. **Trash Collection, Storage Facilities, and Loading Docks** shall be screened from view of parking areas located in front of buildings. Unless approved by the Town of Northlake Town Council or its designee, all trash collection, storage facilities and loading docks

should be located in the rear of the property whenever possible. All such facilities shall be enclosed or screened on a minimum of three sides by the use of masonry walls or plant materials approved by the Town of Northlake at the time of final Site Plan approval.

3. **Screening Fences and/or Walls:** If it is determined during final Site Plan approval that screening fences and/or walls are necessary for the phase of development under consideration, such fences and/or walls shall be constructed by the commercial developer prior to the issuance of a Certificate of Occupancy for the phase of development under construction. For security purposes, such fences shall be concrete, stone, or wrought iron and shall not exceed eight feet (8') in height. All screening fences and walls shall be architecturally compatible with the colors and materials of the accompanying building. All screening fences and/or walls shall be constructed in accordance with the requirements of the Unified Development Code of the Town of Northlake.

- H. **Landscaping.** Landscaping shall be provided in accordance with the requirements of the Unified Development Code of the Town of Northlake, including the provision of irrigation. The owner is responsible for maintenance of all required landscaping.

III. PLANNED DEVELOPMENT - GENERAL CONDITIONS

- A. **Sign Restrictions:** Sign Restrictions shall be consistent with those requirements outlined in Article 11 (Signs) of the Unified Development Code of the Town of Northlake.
- B. **Emergency Vehicle Accessibility:** A twenty-four (24) foot fire lane shall be provided in the commercial and multi-family portions of the property in accordance with the adopted Fire Code of the Town of Northlake. Adequate turnaround areas shall be provided if there are any dead ends in the Site Plan.
- C. **Open Space:** The minimum amount of open space required for Tract 1 & Tract 2 combined is 20% net of floodplain and adjacent right-of-way.
- D. **Connectivity:** A multi-purpose trail and/or sidewalk connection shall be made within the multi-family tract and shall provide pedestrian access and connectivity from the multi-family tract to the adjacent commercial tract of the development.

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 25, 2021

REF DOC.: NORTHLAKE CODE OF ORDINANCES, APPENDIX A, SECTION A4.001

SUBJECT: REVIEW OF WINTER AVERAGING AND IMPACT OF WINTER STORM



GOALS/OBJECTIVES:

- Systematically Invest in Infrastructure; Maintain a safe, reliable water system (Council Goal)
- Effectively Manage Public Resources; Ensure discipline financial management (Council Goal)

BACKGROUND INFORMATION:

- Mayor Rettig has requested a briefing to review options for the Town to provide relief to water customers due the recent winter storm
- Presentation will review wastewater fee winter averaging methodology
- Review potential avenues to provide relief to winter average
 - Remove month of February from winter average calculation
 - Use only December 2020 and January 2021 in calculation

COUNCIL DIRECTION:

- Provide input and direction to Staff

TOWN OF NORTHLAKE

WINTER AVERAGING WINTER STORM IMPACT



FEBRUARY 25, 2021



BACKGROUND

- Town uses Winter Averaging to approximate wastewater usage throughout year
- Recent winter storm potentially increased water usage during Winter Averaging month
- Possible methods to reduce burden on utility customers

WASTEWATER USAGE MEASUREMENT

- Winter Averaging
 - Water usage average of three winter months
 - December, January, February
 - Assumes minimal irrigation activity
 - Relatively accurate with minimal expense
- Assumption – most non-irrigation usage becomes wastewater
- Separate irrigation meter possible but additional cost
- Measuring low-flow residential wastewater inefficient and inaccurate

WINTER AVERAGING IMPLEMENTATION

- Winter Usage Must Occur
- Winter Average Charged Beginning in March
- Interim Average of 8,000 gallons per Month Until Actual Average Usage Established
- Based on Industry Standards of Wastewater Usage
- Commercial Accounts not Affected – All Have Irrigation Meters

POTENTIAL WINTER STORM IMPACT

- Beginning February 14th, Northlake experienced five sub-freezing temperature days
- Required dripping of faucets to protect pipes
- Recommended faucet drip
 - One faucet farthest from water meter
 - Drip volume of one gallon per hour
 - Minimum water necessary about 120 gallons
- Others turned off water or reduced irrigation

OPTIONS TO REDUCE IMPACT

- Town recently adopted water line break waiver
 - Must show repair bill from licensed plumber
 - Town approximates leak and charges wholesale water rate
- Waive month of February for Winter Average calculation
- Meters do not allow daily or weekly reads
- Implement maximum wastewater usage per month
 - Flower Mound and Roanoke at 10,000 gallons

TOWN OF NORTHLAKE

2021 WINTER STORM PUBLIC WORKS RESPONSE



FEBRUARY 25, 2021



NORTHERN PRESSURE PLAIN

- **Canyon Falls Pump Station**

- Emergency generator tripped at approximately 12:00 pm on 02/15/2021
- Pressure stayed above 20 psi (boil water notice not required)
- Precautionary water samples showed no contaminants

- **Harvest Pump Station**

- Reduced flows due to repairs of UTRWD line west of Florance
- Increased demand due to dripping faucets

- **Able to avoid Boil Water Notice in plain**

SOUTH PRESSURE PLAIN

- Fort Worth wholesale supply experienced multiple line breaks and power loss at treatment facilities
- Pressure reduction required Boil Water Notice (BWN) for all wholesale customers for their northside on 02/16/2021
 - Notified customers via website and Facebook
 - Confusion of area affected (south of FM 1171)
- Fort Worth's samples negative, rescinded BWN on Friday
 - Northlake responsible for testing our system
 - Samples negative 24-hours after FW's results
- Northlake lifted BWN around Noon on Saturday

STAFF, FLEET, AND EQUIPMENT

- Crews working rotating shifts to maintain 24-hour coverage
- Vehicles and generators kept running to avoid diesel gelling
- Moved SCADA to pump station with emergency generator to continue operation during sporadic power outages

TOWN OF NORTHLAKE COUNCIL ITEM NO. 4

DATE: FEBRUARY 25, 2021

ITEM: ACTION ITEMS





A GREAT PLACE TO LIVE, WORK, AND STAY

**DECLARATION OF LOCAL DISASTER
TOWN OF NORTHLAKE, TEXAS**

WHEREAS, on February 14, 2021, temperatures dropped below freezing and remained below freezing for five consecutive days; and

WHEREAS, on February 12, 2021 the Governor of the State of Texas issued disaster declaration in response to severe winter weather in Texas; and

WHEREAS, on February 16, 2021 the Denton County Commissioners Court continued the County Judge's disaster declaration; and

WHEREAS, on February 20, 2021 the President of the United States did find and proclaimed that a major disaster exists in the State of Texas, including Denton County; and

WHEREAS, the Mayor of the Town of Northlake, Texas declared that a state of disaster existed as of February 14, 2021 and extraordinary measures were taken to respond quickly, prevent and alleviate the suffering of people, and to protect or rehabilitate property; and

WHEREAS, the Town of Northlake's and Denton County's interjurisdictional Emergency Management Plan should be activated;

NOW THEREFORE, BE IT PROCLAIMED BY THE TOWN OF NORTHLAKE:

1. That a local state of disaster is hereby declared for the Town of Northlake, Texas, pursuant to section 418.108(a) of the Texas Government Code.
2. Pursuant to section 418.108(b) of the Government Code, this declaration of local disaster shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by the Town Council.
3. Pursuant to section 418.108(c) of the Government Code, this declaration of local disaster shall be filed promptly with the Town Secretary, and shall be given prompt and general publicity.
4. Pursuant to section 418.108(d) of the Government Code, this declaration of local disaster activated the Town of Northlake's and Denton County's interjurisdictional emergency management plan.
5. That this proclamation shall take effect immediately from and after its issuance.

SO DECLARED AND ORDERED this the 22nd day of February 2021.

David Rettig, Mayor, Town of Northlake, Texas



TOWN OF NORTHLAKE COUNCIL ITEM NO. 5

DATE: FEBRUARY 25, 2021

ITEM: EXECUTIVE SESSION



TOWN OF NORTHLAKE COUNCIL ITEM NO. 6

DATE: FEBRUARY 25, 2021

ITEM: OPEN SESSION



TOWN OF NORTHLAKE COUNCIL ITEM NO. 7

DATE: FEBRUARY 25, 2021

ITEM: ADJOURNMENT

