



City Council Meeting Agenda

Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.

Tuesday, December 16, 2025

7:00 PM

Municipal Building – 4000 Main

Pursuant to Texas Government Code Section 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Process for Public Input: If you are not able to attend in person, you may complete the [Public Input Form](#) on the City's website by 3:30 p.m. the day of the meeting. All forms will be forwarded to the City Council prior to the start of the meeting.

For in-person comments, request to speak forms/instructions are available inside the door of the City Council Chambers.

Invocation

Pledges of Allegiance

1. Call to Order

2. Presentations

2.A. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

3. Citizens' Input

At this time, comments will be taken from the audience on any topic. No action can be taken by the Council during Citizens' Input.

4. Consent Agenda

The following may be acted upon in one motion. A City Councilmember or a citizen may request items be removed from the Consent Agenda for individual consideration.

4.A. Consider action approving the minutes.

Consider action to approve minutes from the following City Council meeting(s): December 1, 2025, City Council Work Session, December 2, 2025, City Council Meeting, and December 4, 2025, City Council Special Work Session.

4.B. Consider action amending the Fiscal Year 2025 Adopted Budget.

Consider action to adopt an ordinance amending the Fiscal Year 2025 Adopted Budget.

4.C. Consider action approving appointments to boards and commissions.

Consider action to ratify appointments of members to the City's various boards and commissions.

4.D. Consider action amending the Master Fee Schedule.

Consider action to adopt a resolution amending the Master Fee Schedule for Community Development and Parks and Recreation Departments fees

5. Individual Consideration

- 5.A.** Consider action to adopt an ordinance approving an Alternative Landscaping Plan under Section 77-504.I of the Rowlett Development Code to modify the secondary entryway landscaping requirements for the property located at and addressed as 4401 Big A Road and is described as consisting of approximately 17.053 Acres of land out of the J.M. Thomas Survey, Abstract No. 1478, in the City of Rowlett, Dallas County, Texas.
- 5.B.** Conduct a public hearing on a request for the approval of major warrants to 1) increase the height of the side yard fence along Eldon Mews and Cathy Court, from four (4) feet to six (6) feet and 2) to replace the wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court on an approximately 0.128 acre parcel zoned Form-Based New Neighborhood (FB-NN) District and being located in the Merritt Village Subdivision, being commonly known as 8613 Royal Star Road and more particularly described as Lot 46, Block C of Merritt Village, in the City of Rowlett, Dallas County, Texas.
- 5.C.** Consider action to adopt an ordinance approving major warrants to 1) increase the height of the side yard fences along Eldon Mews and Cathy Court from four (4) feet to six (6) feet and 2) to replace the wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court on an approximately 0.128 acre parcel zoned Form-Based New Neighborhood (FB-NN) District and located in the Merritt Village Subdivision, being commonly known as 8613 Royal Star Road also more particularly described as Lot 46, Block C of Merritt Village, in the City of Rowlett, Dallas County, Texas.

6. Executive Session

- 6.A.** The City Council will convene into Closed, Executive Session pursuant to Texas Government Code, §551.071 (Consultation with City Attorney) to receive legal advice regarding Sapphire Bay Development Agreements with Sapphire Bay Land Holdings I, LLC.

7. Reconvene Into Open Session and Take Any Necessary or Appropriate Action on Closed/Executive Session Matters

Members of the City Council may request topics to be placed on an agenda for a subsequent meeting. Any deliberation or decision shall be limited to a proposal to place topic on the agenda for a subsequent meeting.

8. Adjournment

Deborah Sorensen

Deborah Sorensen, TRMC, MMC, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the [City's website](#) on

December 10, 2025, by 5:30 p.m.

City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, contact the City Secretary at 972-412-6109 or write 4000 Main St., Rowlett, Texas, 75088, at least 48 hours in advance of meeting.

City of Rowlett ~ 4000 Main Street, Rowlett TX 75088 ~ www.rowlett.com

CITY COUNCIL WORK SESSION MINUTES

Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.

Monday, December 1, 2025

6:00 P.M.

Municipal Building – 4000 Main

Present: Mayor Jeff Winget, Mayor Pro Tem Michael Schupp, Deputy Mayor Pro Tem Britton, Councilmember Jonathan Reaves, Councilmember Marvin Gibbs, Councilmember Elise Bowers, and Councilmember John Bowers III

1. CALL TO ORDER

Mayor Winget called the meeting to order at 6:00 p.m.

2. EXECUTIVE SESSION - None

3. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS – N/A

4. CITIZENS INPUT

Alison Felderhoff, Rowlett – Spoke regarding H₂S gas and the risk. H₂S gas was detected at Liberty Grove and at Hwy 66 and Rowlett Road.

Justin Felderhoff, Rowlett – Spoke regarding H₂S gas and the dangers. He has experience with H₂S gas from working in the oil fields.

Dan Houpt, Rowlett – Spoke regarding ongoing sewer issues and H₂S gas at Hwy 66 and Rowlett Road. There is a bad smell at Rowlett Road and Miller Road. The new sewer line at Liberty Grove still smells. He threatened to get the State involved.

Mayor Winget stated that he had a few comments. He gave credit to elected officials in Austin for reaching out to inquire as to what was going on. Mayor Winget also purchased the same meter that was posted on social media posts. He did get samples from the sewer around 3:30 pm and went to each of the manholes on Liberty Grove that he could get access to. The highest reading he got by setting the meter on the manhole was 4PPM. There was only one vent stack that he could find, the rest of them had been pulled. He stated that he says it not to dismiss concerns, because the concerns are valid. He says it because he wants to assure the residents that they, as a body, are taking it seriously. City Council has had ongoing conversations with David Hall, City Manager. He also knows the work that Mr. Hall has been put into finding solutions for this. Part of it was to initially cap off the vents so that we didn't have the same vent issues. The second part was to install air monitoring properly. Ten minutes prior to this meeting, City Council received a summarization of the results of the air monitoring that was done through a third party.

David Hall, City Manager, stated that when he received Justin Felderhoff's initial email, the City did respond by going out to the locations Friday, Saturday, and Sunday. This is not being taken lightly. There is a difference between odor and toxic dangerous release of gas. Odor has been in existence in the City prior to his arrival as City Manager. It doesn't mean that you have to be happy with it or live with it. The primary concern is the fumes. When staff received the email, the first step was to immediately go out with two monitoring devices. One device is air intake, and the other is ambient air monitoring. Staff took 36 measurements at four locations. Those readings were from taking the air intake component and the air intake monitor and placing it right on the lid. Only received a reading when the lift station kicked on. Staff took an elevated reading and didn't get any readings. This took place on November 25th. Freese and Nichols were engaged on November 26th to get third party readings. Devices were placed at Liberty Grove and Princeton, Old Princeton, just west of Chiesa, and west of the Homestead neighborhood. Intermittent readings were taken from November 26th to this afternoon. There were 15,000 readings for the period. Nothing registered except for one CO₂, carbon monoxide, reading, which they speculate was perhaps from a nearby idling car. Staff will put this out on the internet to inform the residents. Aerators will be delivered tomorrow and installed Wednesday.

Robert Fuentes, Rowlett – Spoke regarding the Hinton Landfill. He lives at Liberty Grove and Chiesa, and he doesn't believe that trash is being covered correctly at the landfill.

5. WORK SESSION

5A. Presentation from Senior Advisory Board regarding the Board's annual activities.

Oznel Cutter, Board member of the Senior Advisory Board, presented this item. Ms. Cutter introduced the Board members and discussed the Board's Subcommittees. The Board provides education for seniors. They had a Resource Fair with 40 vendors and over 200 in attendance. They were able to obtain donations from 3 food vendors. They hosted 6 free seminars, and 6 presenters who donated their time. The topics were Deed Theft, AI and Scams, Senior Safety in Facilities, Care for Caregivers, Veteran Services, and Squatters Rights. The Board provides support for senior friendly services by developing a program to recognize seniors ages 100 and over, 3 have been recognized. The Board awarded Right at Home Rockwall the 2025 Senior Friendly Business Award. They also support DART Day Pass Program and have a golf cart shuttle service at Rowlett Community Centre. Ms. Cutter also reviewed other communication and direct involvement accomplishments. The Board's future concerns are with the senior population growing, space for programs and activities is becoming difficult. They suggested an extension wing be added to the community centre. A feasibility study was completed in 2016 and has continued to be on the list of potential bond projects. They also suggested a cover that will protect them from the weather conditions at the community centre, for the long walk from the parking lot to the entrance. They are also concerned with reaching seniors who are isolated.

Mayor Winget asked if there are other things that the City can focus on to help the senior population. Ms. Cutter stated to help get the word out about the senior activities. Maybe get flyers and pass them out at the over 55 communities or put something on the water bill. Councilmember E. Bowers asked if they are still doing AARP for seniors. Ryan Mullins, Parks and Recreation Director, stated they were. Mayor Pro Tem Schupp stated the shuttle at the community centre runs four times a week for four hours. Is that enough or do the hours need to be expanded? Mr. Mullins stated that it could be, and staff will investigate. Deputy Mayor Pro Tem Britton stated that he has received requests to extend hours on Fridays.

5B. Presentation by the Rowlett Parks and Recreation Advisory Board regarding the Board's annual activities.

Autumn Klongland, Chair of the Parks and Recreation Advisory Board, presented this item. Ms. Klongland introduced the Board members and discussed the Board's Subcommittees. The Urban Forestry/Tree Committee provided feedback on the Tree Preservation Ordinance and the Reforestation Policy. They also planned and led the annual Arbor Day event. They strengthen partnerships to enhance park services and establish collaborations, like with the Schrade Middle School Garden Restoration. The Naming Committee voted to recommend renaming the Yellow Field at Community Park to Archer Hill Memorial Field and they created a new board policy. The Board has promoted eco-friendly initiatives in Rowlett parks, as well as eco-tourism and nature preservation. They provided feedback on amendments to the Park Rules. They also provided feedback on design plans for the new development in Herfurth Park and attended the Groundbreaking Ceremony in support of the City. The Board's future concerns include updates/maintenance of city parks, Community Park field improvements, shoreline restoration and /or stabilization at Scenic Point Park, Rowlett Community Centre expansion, Nature Trail updates and parking lot improvements, the future of connected trail development, identification and preservation of green space in the City, additional shade, seating, and amenities in the various parks throughout the City, and the future of undeveloped park space.

Mayor Winget confirmed that the Parks Board has weighed in on the Tree Preservation Ordinance. David Hall, City Manager, confirmed that Kristoff Bauer, Deputy City Manager, received feedback from the Parks Board regarding the ordinance. Ms. Klongland stated that there is a lot of forward momentum. The Rowlett Community Centre expansion would be embraced by the community. The Board has not received as many complaints regarding the status/conditions of the ball fields. Mayor Pro Tem Schupp asked about the status of the Parks Master Plan. Mr. Hall stated Munal Mauladad, Managing Director, will be working with Mr. Mullins to review the Parks Master Plan. After editing, it will go back to the consultant, then to the Parks Board before coming back to City Council. Councilmember Gibbs expressed his appreciation of the Board's enthusiasm and hard work.

5C. Presentation and discussion of proposed amendment to Community Grant Agreement with Sensory Tent Pals, Inc.

David Hall, City Manager, presented this item. This is for City Council to consider modification to the Community Grant Agreement. The Grantee, Sensory Tent Pals, Inc, is requesting a one-year claw-back provision and to change from the purchase of enclosed Trailer to acquisition of "mobile Sensory Unit" to include the purchase of a motorhome (RV) instead of the Trailer. There is no change in the funding request amount.

Ms. Congi stated that the RV has its own bathroom, refrigerator, and generator. The set up and storage is the same price. The trailer would be 14 feet and the RV is 36 feet, which will give much more room. This is the same concept, just different foundation. Deputy Mayor Pro Tem Britton confirmed that Ms. Congi can do all of this with the same amount of money. Councilmember E. Bowers thinks that this is a great idea. Mayor Pro Tem Schupp asked if there was training for driving the RV? Ms. Congi stated that she has experience. There was a consensus to move forward with the amendment.

6. DISCUSS CONSENT AGENDA ITEMS FOR DECEMBER 2, 2025, CITY COUNCIL MEETING.

No items were removed from the Consent Agenda for December 2, 2025, City Council meeting.

7. ADJOURNMENT

Mayor Winget adjourned the meeting at 7:01 pm. pm.

DRAFT

CITY COUNCIL MEETING MINUTES

Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.

Tuesday December 2, 2025

7:00 P.M.

Municipal Building – 4000 Main

Present: Mayor Jeff Winget, Mayor Pro Tem Michael Schupp, Deputy Mayor Pro Tem Mike Britton, Councilmember Jonathan Reaves, Councilmember Marvin Gibbs, Councilmember Elise Bowers, and Councilmember John Bowers III

INVOCATION

The invocation was led Pastor Matthew Hon, of Victory Baptist Church.

PLEDGES OF ALLEGIANCE

The Pledges of Allegiance were led by the City Council.

1. CALL TO ORDER

Mayor Winget called the meeting to order at 7:00 p.m.

2. EXECUTIVE SESSION – None

3. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS – N/A

4. PRESENTATIONS

4A. Presentation of Life Saving Award Proclamation to Scott Hart, Trey Ernst, Daric Parent, Chloe Groves, Jackson Parent, and Lea Kloiber of Explorer Post One.

Mayor Winget and Whitney Laning, with Rowlett Citizen Corps Council, presented the Proclamation of Life Saving Award and Certificate of Recognition to Scott Hart, Trey Ernst, Daric Parent, Chloe Groves, Jackson Parent, and Lea Kloiber of Explorer Post One. State Representative Rhetta Bowers presented the Certificate of Achievement to Scott Hart, Trey Ernst, Daric Parent, Chloe Groves, Jackson Parent, and Lea Kloiber.

4B. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

Councilmember E. Bowers provided the following announcements:

COMMUNITY DEVELOPMENT - Pictures with Santa, Mrs. Claus and their Reindeer. Join the Community Development Department for magical afternoons in December with Santa Claus and

his family! Bring your children and cherished pets to the Animal Shelter for a delightful time, filled with joy and wonder. Take pictures with Santa Claus, Mrs. Claus and shelter pets dressed as reindeer. Children can share holiday wishes and bask in the festive atmosphere, while drinking hot chocolate and apple cider. The dates are December 7, 2025, and December 21, 2025, from 1:00 p.m. - 3:00 p.m. at the Animal Shelter Building, located at 4402 Industrial Street. To RSVP, please send an email to animalservices@rowlett.com with your preferred date.

COMMUNITY ENGAGEMENT - We are excited to invite the community to our Annual Rowlett Holiday Main Street Fest and Parade taking place this Saturday, December 6th, from 5:00–9:00 PM in Downtown Rowlett. This year's event will also mark the return of Rowlett on Ice, which will open at 5:00 PM alongside all other event activities. Rowlett on Ice will run through Saturday, February 7th, offering weekday hours Monday–Friday from 5:00–9:00 PM and weekend hours on Saturdays and Sundays from 2:00–9:00 PM. Beginning January 5th, the rink will transition to operating only on Fridays, Saturdays, and Sundays.

Our Christmas Trees on Main displays are now fully set up and ready for all to enjoy, transforming the Downtown Green into a festive, holiday-themed experience.

Speaking of holiday spirit, **Light Up Rowlett** house nominations are now open! Touring neighborhood lights and yard displays is a beloved Rowlett tradition and a wonderful way to create lasting memories with family and friends. The City of Rowlett is proud to celebrate the season once again with our annual Light Up Rowlett Awards, recognizing four homes across the city for their creativity, effort, and dazzling holiday displays—and YOU get to choose the winners! If you know a home with a standout display you love, or if you'd like to nominate your own, simply snap a photo and submit it with your nomination application no later than Sunday, December 7th at 5:00 PM. Please remember that you must personally know the homeowner you are nominating, and they must approve the submission.

For more information on all upcoming holiday events, please visit **Rowlett.com**.

LIBRARY - Each year, the Arts and Humanities Commission recommends grant funding for local cultural groups along with grant funding for public and private schools in Rowlett. Applicants must demonstrate how funding will be used to support cultural arts in Rowlett. Please visit Rowlett.com/Arts for additional details and grant application forms which are due by January 16, 2026.

When the weather outside is frightful, reading indoors is delightful! Join the Library's Winter Reading Program to earn grand prize entry tickets and challenge yourself to read different types of books. The reading challenge ends January 3rd.

If you or your family need a moment away from the excitement at Saturday's Main Street Fest, remember that the Library will be open until 9 pm.

POLICE - The Rowlett Police Department's Operation Safe Holidays is underway. Operation Safe Holidays is an initiative focused on high visibility and crime reduction throughout our community. This operation is designed to enhance safety, deter criminal activity, and reassure the public through proactive engagement and a strong, visible presence. The Rowlett Police Department is utilizing data-driven crime trends to strategically focus its resources on better serving residents, businesses, and visitors. We are partnering with companies and community leaders to ensure OSH's success.

The Rowlett Police Department has received several complaints about speeding in alleys around the city. As a reminder, the speed limit in an alley is 15 miles per hour, unless otherwise posted. Please slow down to keep you and your neighbors safe.

Councilmember Reaves introduced the Featured Pet, Jack, this sweet boy is eager for human affection and has become a favorite. His gentle nature and loving personality make him one of a kind. To meet Jack, or one of his companions, please contact Animal Services at 972-412-6219 or come by the Shelter at 4402 Industrial St. from 10 am to 5 pm, Tuesday through Saturday. The animal shelter is currently at code red. This means that the kennels are full. All adoptions are \$25 and include spay/neuter, microchip, and up-to-date vaccinations. Please consider fostering a pet for the weekend.

5. CITIZENS INPUT

1. Patrick Bandle, Rowlett – Spoke regarding screening wall that needs to be repaired. Waiting in anticipation of what the City's plan is to repair the walls. People have been sending emails regarding the screening wall since 2022.

6. CONSENT AGENDA

6A. Consider action approving the minutes.

Consider action to approve minutes from the following City Council meeting(s): November 17, 2025, City Council Work Session, and November 18, 2025, City Council Meeting.

This item was approved on the Consent Agenda.

6B. Consider action to receive the fourth quarter investment report.

This item was approved on the Consent Agenda.

6C. Consider action approving the purchase of six (6) Chevrolet Tahoe pursuit patrol vehicles.

This item was approved on the Consent Agenda as RES-126-25.

A motion was made by Deputy Mayor Pro Tem Britton, seconded by Councilmember J. Bowers III, to approve all the preceding items marked as having been approved on the Consent Agenda. Motion passed 7-0.

7. INDIVIDUAL CONSIDERATION

7A. Conduct a Public Hearing for the U.S. Department of Housing and Urban Development (HUD) Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2024.

Derek Hull, Community Development Director, presented this item. Mr. Hull gave an overview of the CDBG Program. The purpose of the CAPER was reviewed. It provides an overall evaluation of federally-funded activities and accomplishments to HUD and the community for CDBG allocated in the previous Program Year. The CAPER guides the City on how to prioritize future CDBG funding for the next Annual Action Plan to meet goals of the Consolidated Plan (CP). The City was allocated

\$300,623, with \$72,018 being spent and reprogramming \$228,605. The Dana Drive Alley Project was completed in October 2025. There are 205 households in the Census Tract with an estimated number of 20 households directly benefited. The total contacts of CDBG Crime Prevention for PY 24 is 1,307.

Mayor Winget confirmed that this is not a new requirement. The City has been having public hearings for the CAPER. He confirmed that the total amount of funds going to Public Facilities is \$228,605. Mayor Winget expressed excitement about the Salvation Army's rent program. Mayor Pro Tem Schupp asked if the past reprogram dollars has a time limit on using the left-over money. Mr. Hull stated that HUD expects to have the money spent in a timely manner but doesn't define timely manner. Councilmember Reaves confirmed that the grant is funded based on population and census. He asked if the 5-year plan can be amended. It can, but it is a quite extensive process to change the 5-year plan. Councilmember E. Bowers requested that the Census Tracts Map be emailed to City Council.

Mayor Winget opened the public hearing at 7:57 pm.

No one spoke for or against.

Mayor Winget closed the public hearing at 7:57 pm.

- 7B.** Consider action to adopt a resolution approving the U.S. Department of Housing and Urban Development (HUD) Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2024.

A motion was made by Mayor Pro Tem Schupp, seconded by Councilmember Reaves, to approve as presented. Motion passed 7-0.

This item was approved as RES-127-25.

MEMBERS OF THE CITY COUNCIL MAY REQUEST TOPICS TO BE PLACED ON AN AGENDA FOR A SUBSEQUENT MEETING. ANY DELIBERATION OR DECISION SHALL BE LIMITED TO A PROPOSAL TO PLACE TOPIC ON THE AGENDA FOR A SUBSEQUENT MEETING.

There were no requests.

8. ADJOURNMENT

Mayor Winget adjourned the meeting at 7:58 pm.



CITY COUNCIL SPECIAL WORK SESSION MINUTES

Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.

Thursday, December 4, 2025

5:00 P.M.

Municipal Building – 4000 Main

Present: Mayor Jeff Winget, Deputy Mayor Pro Tem Micheal Schupp, Deputy Mayor Pro Tem Mike Britton, Councilmember Jonathan Reaves, Councilmember Marvin Gibbs, Councilmember Elise Bowers, and Councilmember John Bowers III.

1. CALL TO ORDER

Mayor Pro Tem Winget called the meeting to order at 5:00 pm.

2. CITIZENS INPUT

No individuals spoke during Citizens' Input:

3. WORK SESSION

3A. Conduct interviews of board and commission applicants.

The City Council interviewed twelve applicants for vacancies on the Board of Adjustment and Planning and Zoning Commission.

Mayor Winget adjourned the meeting for a break at 6:21 pm.

Mayor Winget reconvened the meeting at 6:26 pm.

3B. Discuss appointments to various boards and commissions.

Council discussed the applicants for the various boards and commissions. The applicant placement will be brought to the December 16, 2025, City Council meeting to be ratified.

4. ADJOURNMENT

Mayor Winget adjourned the meeting at 8:29 pm.

Meeting Date: 12/16/2025

Agenda Item: 4.B.

Title

Consider action amending the Fiscal Year 2025 Adopted Budget.

Consider action to adopt an ordinance amending the Fiscal Year 2025 Adopted Budget.

Staff Representative

Wendy Badgett, Director of Finance

Executive Summary

Budget amendments are an accepted practice in local government and represent a visible demonstration that the municipality manages its fiscal affairs appropriately and with transparency.

As part of the FY2025 year-end closing procedures, City staff have completed a detailed analysis of revenues and expenditures and is recommending adjustments to amend the budget.

Strategic Priority and Goal(s)

 GOVERN TRANSPARENTLY & INCLUSIVELY	1.8 Provide accurate and timely information to policy makers and the public.
--	---

Background Information

On September 18, 2024, the City Council adopted the operating and capital improvements program (CIP) budget for Fiscal Year 2025 (FY2025).

The amendments included in this report recommend amendments to Economic Development, Inspection Fees, Debt Service, Juvenile Diversion, Disaster, Tax Increment Financing #2 (Bayside), Jury Fee, Court Security & Technology, Refuse, and Employee Benefits Funds as a result of the year-end analysis.

Discussion

All proposed budget amendment actions described below are displayed in Exhibit A.

Economic Development Fund

Expenditures in the Economic Development Fund for Development Incentives have exceeded the budgeted amount due to City Council's approval of a Grease Trap Rebate

to Bowlarama of Texas, LLC on April 15, 2025.

Staff recommend increasing the Development Incentive expenditures budget by \$7,500, which will result in a corresponding \$7,500 reduction to the budgeted fund balance.

Inspection Fees Fund

Expenditures in the Inspection Fees Fund for Transfers Out have exceeded the budgeted amount due to a year-end transfer to complete the close out of the fund.

Staff recommend increasing the Transfers Out expenditures budget by \$829,786, which will reduce the budgeted fund balance to \$0.

Debt Service Fund

Expenditures in the Debt Service Fund for Debt Service and Legal and Professional services have exceeded the budgeted amounts due to higher-than-anticipated appraisal fees and the scheduled municipal golf course debt payment inadvertently omitted from the budget.

Staff recommend recognizing an additional \$220,000 in Property Tax revenue and \$49,490 in Interest Income revenue and appropriating this amount to cover increased appraisal costs and the scheduled golf course debt payment, resulting in no change to the budgeted fund balance.

Juvenile Diversion Fund

Revenues and expenditures in the Juvenile Diversion Fund have exceeded the budgeted amounts due to fluctuations in court activity resulting in higher than anticipated court fines and personnel expenses.

Staff recommend recognizing an additional \$6,000 in Fines and Forfeitures revenue and appropriating this amount to Personnel expenditures, resulting in no change to the budgeted fund balance.

Disaster Fund

Staff recommend increasing the Disaster Fund Transfers Out expenditure budget by \$25,000 to include a transfer to the Refuse Fund to cover debris removal costs related to spring wind and hail storms. This will result in a corresponding \$25,000 reduction to the budgeted fund balance.

Tax Increment Financing #2 (Bayside) Fund

Expenditures in the Tax Increment Financing #2 (Bayside) Fund for Development Incentives have exceeded the budgeted amounts due to higher than anticipated fund balance available for developer loan repayment, based on the July 2025 fund balance and revised consulting expense withholdings.

Staff recommend increasing the Development Incentive expenditures budget by \$3,500, which will result in a corresponding \$3,500 reduction to the budgeted fund balance.

Jury Fee Fund

Revenues and expenditures in the Jury Fee Fund have exceeded the budgeted amounts due to fluctuations in court activity resulting in higher than anticipated court fines and jury activity.

Staff recommend recognizing an additional \$304 in Fines and Forfeitures revenue and appropriating this amount to Purchase Services expenditures to cover jury services, resulting in no change to the budgeted fund balance.

Court Security & Technology Fund

During the fiscal year, the Court Security & Technology Fund was created due to the HB1950 mandate of the 89th Texas Legislature to consolidate the Court Technology Fund and Court Security Fund into one combined fund.

Staff recommend recognizing revenues totaling \$44,466 generated by Fines and Forfeitures, Interest Income, and Transfers In and appropriating this amount to Personnel and Supply expenditures, resulting in no change to the budgeted fund balance.

Refuse Fund

The Refuse Fund supports the expenses related to the Republic solid waste contract, landfill passes, and the Household Hazardous Waste program. These are budgeted based on a count of residential and commercial customer accounts in each category (dumpster size and number of weekly collections), estimate of the number of trips residents take to the Garland landfill, and an estimate of the bulk amount taken in by the Dallas County Household Hazardous Waste program.

Throughout the fiscal year, shifts in the customer mix and an overall increase in the number of accounts resulted in both expenses and revenues exceeding budgeted levels. In addition, effective July 2025, the City Council approved a revision to the solid waste contract to include weekly bulk trash pickup, which further increased solid waste collection costs above budget.

Staff recommend recognizing an additional \$311,000 in Solid Waste Collection Fee revenue and \$25,000 in Transfers In revenue and appropriating these amounts to Solid Waste Collection services, resulting in no change to the budgeted fund balance.

Employee Benefits Fund

Revenues and expenditures in the Employee Benefits Fund have exceeded the budgeted amounts due to fluctuations in claims activity resulting in higher than anticipated payments from insurance and claims payments.

Staff recommend recognizing an additional \$280,000 in revenues received from stop loss reimbursements and appropriating them to cover the corresponding increase in benefit claims expenses, resulting in no change to the budgeted fund balance.

FY2025 BUDGET AMENDMENT #1					
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Economic Development	Revenues	49,000	-	49,000	\$7,500 Decrease to Fund Balance
Economic Development	Expenses	1,362,259	7,500	1,369,759	
Economic Development	Fund Balance	1,180,671	(7,500)	1,173,171	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Inspection Fees	Revenues	-	-	-	\$829,786 Decrease to Fund Balance
Inspection Fees	Expenses	1,575,071	829,786	2,404,857	
Inspection Fees	Fund Balance	829,786	(829,786)	-	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Debt Service	Revenues	19,168,390	269,490	19,437,880	No Change to Fund Balance
Debt Service	Expenses	18,966,062	269,490	19,235,552	
Debt Service	Fund Balance	2,466,164	-	2,466,164	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Juvenile Diversion	Revenues	35,000	6,000	41,000	No Change to Fund Balance
Juvenile Diversion	Expenses	35,687	6,000	41,687	
Juvenile Diversion	Fund Balance	156,555	-	156,555	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Disaster	Revenues	-	-	-	\$25,000 Decrease to Fund Balance
Disaster	Expenses	255,675	25,000	280,675	
Disaster	Fund Balance	497,463	(25,000)	472,463	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
TIF #2 Bayside	Revenues	1,174,852	-	1,174,852	\$3,500 Decrease to Fund Balance
TIF #2 Bayside	Expenses	1,180,636	3,500	1,184,136	
TIF #2 Bayside	Fund Balance	16,863	(3,500)	13,363	

FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Jury Fee	Revenues	500	304	804	No Change to Fund Balance
Jury Fee	Expenses	500	304	804	
Jury Fee	Fund Balance	-	-	-	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Court Security & Technology	Revenues	-	44,466	44,466	No Change to Fund Balance
Court Security & Technology	Expenses	-	44,466	44,466	
Court Security & Technology	Fund Balance	-	-	-	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Refuse	Revenues	7,459,804	336,000	7,795,804	No Change to Fund Balance
Refuse	Expenses	7,455,486	336,000	7,791,486	
Refuse	Fund Balance	556,784	-	556,784	
FUND	DESCRIPTION	FY25 REVISED BUDGET (CURRENT)	AMENDMENT	FY25 REVISED BUDGET	COMMENTS
Employee Benefits	Revenues	8,878,985	280,000	9,158,985	No Change to Fund Balance
Employee Benefits	Expenses	8,884,498	280,000	9,164,498	
Employee Benefits	Fund Balance	3,002,355	-	3,002,355	

Financial/Budget Implications

The proposed ordinance will adjust revenues and expenditures adopted in the FY2025 Adopted Budget. Exhibit A to the proposed ordinance details changes to the adopted Economic Development, Inspection Fees, Debt Service, Juvenile Diversion, Disaster, Tax Increment Financing #2 (Bayside), Jury Fee, Court Security & Technology, Refuse, and Employee Benefits Fund budgets.

Recommended Action

Move to adopt an ordinance approving the FY2025 budget amendment, as presented.

AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING ORDINANCE NUMBER ORD-026-024, ADOPTING THE 2025 FISCAL YEAR BUDGET;

PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR BE MADE IN ACCORDANCE WITH SAID AMENDED BUDGET; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 18, 2024, the City Council of the City of Rowlett, Texas, adopted its budget for Fiscal Year 2024-2025 by adopting Ordinance Number ORD-026-24; and

WHEREAS, the City Council of the City of Rowlett, Texas, has determined, after due consideration and study, that it is necessary for the efficient business and operation of the City to amend the budget for fiscal year 2024-2025; and

WHEREAS, there are adequate funds available for such amendment; and

WHEREAS the budget amendments set forth hereinafter are in the best interest of the public health, safety, and general welfare.

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

SECTION 1: Ordinance No. ORD-026-24, the Fiscal Year 2025 Budget Ordinance of the City of Rowlett, Texas, adopted on or about September 18, 2024, be and is hereby amended in accordance with the budget amendments identified on Exhibit "A" attached hereto and incorporated herein by this reference," and all funds authorized and expended as set forth herein shall be deemed to be properly expended and approved as provided by law.

SECTION 2: The City is hereby authorized to expend those funds allocated under the budget ordinance, as amended herein and the fund balance at the end of the current fiscal year will be carried forward to the next budget to fund the allocations for the next fiscal year.

SECTION 3: Except as amended hereby, or as heretofore amended, the provisions of Ordinance Nos. ORD-026-24, the Fiscal Year 2025 Budget Ordinance and subsequent amendment, shall remain in full force and effect.

SECTION 4: 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 decided to be invalid, illegal or unconstitutional.

SECTION 5: This ordinance shall take effect immediately from and after its passage as the law in such cases provides, and the Budget Officer is directed to furnish a copy of this ordinance to the County Clerk as required by law.

Attachments

1. Exhibit A - FY2025 Budget Amendment

EXHIBIT A

PROPOSED BUDGET AMENDMENT: ECONOMIC DEVELOPMENT FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
1	Revenue		N/A		\$ -	\$ -	\$ -
	Expense	Purchase Services	1026001	Development Incentives	\$ 50,000	\$ 7,500	\$ 57,500
Fund Balance Impact - Economic Development						\$ (7,500)	

PROPOSED BUDGET AMENDMENT: INSPECTION FEES FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
2	Revenue		N/A		\$ -	\$ -	\$ -
	Expense	Transfers Out	1066005	Transfers Out	\$ 1,575,071	\$ 829,786	\$ 2,404,857
Fund Balance Impact - Inspection Fees Fund						\$ (829,786)	

PROPOSED BUDGET AMENDMENT: DEBT SERVICE FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
3	Revenue	Taxes	N/A	Property Tax - Current	\$ 18,744,400	\$ 220,000	\$ 18,964,400
	Revenue	Other	N/A	Interest Earnings	\$ 84,000	\$ 49,490	\$ 133,490
	Expense	Debt Service	2013501	Bond Principal	\$ 18,815,000	\$ 242,990	\$ 19,057,990
	Expense	Legal & Professional	2013501	Appraisal	119,062	26,500	145,562
Fund Balance Impact - Debt Service Fund						\$ -	

PROPOSED BUDGET AMENDMENT: JUVENILE DIVERSION FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
4	Revenue	Fines & Forfeitures	N/A	Court Fines	\$ 32,000	\$ 6,000	\$ 38,000
	Expense	Personnel	4074025	Salaries	\$ 27,413	\$ 6,000	\$ 33,413
Fund Balance Impact - Juvenile Diversion Fund						\$ -	

PROPOSED BUDGET AMENDMENT: DISASTER FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
5	Revenue		N/A		\$ -	\$ -	\$ -
	Expense	Transfers Out	4123501	Transfers Out	\$ 250,000	\$ 25,000	\$ 275,000
Fund Balance Impact - Disaster Fund						\$ (25,000)	

PROPOSED BUDGET AMENDMENT: TAX INCREMENT FINANCING #2 (BAYSIDE) FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
6	Revenue		N/A		\$ -	\$ -	\$ -
	Expense	Purchase Services	1026001	Development Incentives	\$ 1,157,622	\$ 3,500	\$ 1,161,122
Fund Balance Impact - Tax Increment Financing #2 (Bayside) Fund						\$ (3,500)	

PROPOSED BUDGET AMENDMENT: JURY FEE FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
7	Revenue	Fines & Forfeitures	N/A	Court Fines	\$ 500	\$ 304	\$ 804
	Expense	Purchase Services	4194025	Other Purchase Services	\$ 500	\$ 304	\$ 804
Fund Balance Impact - Jury Fee Fund						\$ -	

PROPOSED BUDGET AMENDMENT: COURT SECURITY & TECHNOLOGY FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
8	Revenue	Fines & Forfeitures	N/A	Court Fines	\$ -	\$ 22,836	\$ 22,836
	Revenue	Interest Income	N/A	Interest	\$ -	\$ 1,115	\$ 1,115
	Revenue	Transfers In	N/A	Transfers In	\$ -	\$ 20,515	\$ 20,515
	Expense	Personnel	4234026	Salaries	\$ -	\$ 43,936	\$ 43,936
	Expense	Supplies	4234026	Ammunition	\$ -	\$ 530	\$ 530
Fund Balance Impact - Court Security & Technology Fund						\$ -	

PROPOSED BUDGET AMENDMENT: REFUSE FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
9	Revenue	Charges for Service	N/A	Charges for Service	7,443,304	311,000	7,754,304
	Revenue	Transfers In	N/A	Transfers In	\$ -	\$ 25,000	\$ 25,000
	Expense	Purchase Services	6017060	Solid Waste Collection	\$ 6,560,208	\$ 336,000	\$ 6,896,208
Fund Balance Impact - Refuse Fund						\$ -	

PROPOSED BUDGET AMENDMENT: EMPLOYEE BENEFITS FUND

REF #	REVENUE/ EXPENSE	CATEGORY	DEPT.	OBJECT	CURRENT FY2025 BUDGET	AMENDMENT	REVISED FY2025
10	Revenue	Other	N/A	Payments from Insurance	\$ 787,500	\$ 280,000	\$ 1,067,500
	Expense	Benefit Payments	8013501	Benefit Payments	\$ 6,355,215	\$ 280,000	\$ 6,635,215
Fund Balance Impact - Employee Benefits Fund						\$ -	

Meeting Date: 12/16/2025

Agenda Item: 4.C.

Title

Consider action approving appointments to boards and commissions.

Consider action to ratify appointments of members to the City's various boards and commissions.

Staff Representative

Deborah Sorensen, City Secretary

Executive Summary

This item appoints Rowlett volunteers to serve on the various Boards and Commissions.

Strategic Priority and Goal(s)

Strategic Priority	Strategic Goal
 Govern Transparently & Inclusivity	1.4 Set a climate of respect, collaboration, and teamwork.

Background Information

The City Council makes appointments to Boards and Commissions annually and when vacancies occur. Councilmembers, staff liaisons, and chairpersons interviewed applicants to match their stated desire to serve with the appropriate board or commission.

Discussion

The City of Rowlett has created committees, boards, and commissions to assist in carrying out the activities of City government. The work done by citizens serving on boards and commissions is a vital part of the work of the City. Such individuals provide time, expertise, experience and unique perspectives that might otherwise be lacking should the City rely strictly on its appointed and elected officials or its consultants. Members play a very important role by providing the City Council with creative ideas, feedback from the community and by serving as a sounding board for proposed public policy. Therefore, it is incumbent on members of the City Council to seek out highly qualified individuals to serve as volunteer members of the boards and commissions.

Applicants are evaluated by the City Council based on the following criteria:

- Experience and background in relevant fields - the Council will consider professional or personal qualifications and backgrounds in relevant areas to provide a greater depth of knowledge and understanding of the board/commission.
- Contributive potential - the Council will evaluate the potential contribution that each applicant may make if appointed to a board or commission. Factors the Council may use in its evaluation include the ability to effectively communicate to express ideas, concepts, or philosophies and a desire to perform public service.

Terms will begin on January 1, 2026. Proposed appointments are listed in Exhibit A.

Financial/Budget Implications

N/A

Recommended Action

Move to approve the recommended slate of board and commission appointees for 2026.

Attachments

1. Attachment 1 - Appointments

Animal Shelter Advisory Board

Dr. Michele Hoag - Regular
 Sue Rabinowitz - Regular
 Sue Hartson - Regular
 Gregory Floyd - Alternate
 Alaina Ploski - Alternate
 Beth Crockett - Alternate

Arts & Humanities Commission

Kathryn Crenshaw - Regular
 Julia Meszaros - Regular
 Crystian Lloyd - Regular
 Stella Hunter- Regular
 Kingsley Yambir- Alternate
 Yvonne Newkirk – Alternate
 Lizy Johns – Alternate
 Nickolas Schwindt - Alternate

Board of Adjustment

Larry Tucker - Regular
 Adam Michael Mocerri - Regular
 Joshua Hughes - Regular
 Kendel Patton – Alternate
 Greg Wurdeman – Alternate
 Gavin Shultz – Alternate
 Laura Weis – Alternate
 Alvaro Mendez - Alternate

Economic Development AB

Elise Bowers
 Rhonda Wolfe
 Tim Abrams
 Jonathan Chance
 Asa Hadsell

Golf Advisory Board

Lawrence Glick - Regular
 Brad Marshall - Regular
 Gerald Younge - Regular
 Larry Young - Regular
 Carter Holston – Alternate
 Richard Ford – Alternate
 Mark Gibbs - Alternate

Library Advisory Board

Nanci Burns – Regular
 Linda Morgan - Regular
 Sarah McDermott - Alternate
 Mary Marston - Alternate
 Heather Torres - Alternate
 Margaret Diehl - Alternate

Parks & Recreation AB

Anna Eliese Ridgley - Regular
 Kiesha Smith - Regular
 Wayne Baxter - Regular
 Eve Johnson - Regular
 Betsy White - Regular
 Patrick Guiliod - Alternate
 Matt Harris - Alternate
 Eric Nelson - Alternate

Planning & Zoning Commission

Lonnie Blaydes - Regular
 Tyrone White - Regular
 Chance Jobe - Regular
 Mark Dameron - Alternate
 Leslie Snyder – Alternate
 Yolanda Wilson – Alternate
 LeighAnn Welk - Alternate

Senior Advisory Board

Cynthia McMillan - Regular
 Oznel Cutter - Regular
 Wathenia Clark – Regular
 Floyd Crawford – Alternate
 Lon Burke – Alternate
 Vacant - Alternate

Meeting Date: 12/16/2025

Agenda Item: 4.D.

Title

Consider action amending the Master Fee Schedule.

Consider action to adopt a resolution amending the Master Fee Schedule for Community Development and Parks and Recreation Departments fees

Staff Representative

Derek Hull, Director of Community Development
 Ryan Mullins, Director of Parks & Rec

Executive Summary

The Directors of Community Development and Parks and Recreation are proposing new fees and revisions to existing fees to comply with State Law, to remain competitive with neighboring municipalities and to consider fees for new applications, permits, and services.

Strategic Priority and Goal(s)

Strategic Priority	Strategic Goal
 Govern Transparently & Inclusivity	1.5 Maintain equitable and competitive tax rates, fees, and service charges.

Background Information

On August 11, 2025, the City Manager presented the Proposed Budget for FY2026. Within the Proposed Budget presentation, as well as during the Council Budget Strategy Session, Council members were briefed on proposed changes to the Master Fee Schedule related to specific services. The Schedule is reviewed and updated each year as part of the City's annual budget process to fund the cost of services, and as otherwise needed throughout the year to accommodate changes in operations, ordinances, or state law. The last Master Fee Schedule was updated on September 2, 2025. Community Development and Parks and Recreation Departments had not completed the assessment of current and new fees at that time. Several cities within proximity to Rowlett were examined to compare standard fees: Wylie, Sachse, Rockwall, Garland, Mesquite, Plano and Richardson. Specific analysis regarding assessment of fees is detailed in the Discussion section of this staff report. During the preparation of the FY-27 Budget, Community Development and Parks and Recreation

Departments will conduct a comprehensive review of every application, permit, and service offered and provide recommendations on any changes to fees.

Discussion

The staff report outlines proposed changes to fees for the Community Development and Parks and Recreation Departments. Proposed changes to existing fees within the Master Fee Schedule are due to policy changes in State law, to remain competitive with neighboring municipalities, and to include new fees for permits, services and applications not included in the current Master Fee Schedule.

(To provide information in a consistent tabular format unsupported by the CivicClerk platform - this information is included in an attachment)

Amending the Master Fee Schedule for the various Community Development Department and Parks and Recreation applications, fees and services will align fees with our neighboring municipalities and ensure the City is capturing fees to pay for services rendered.

Financial/Budget Implications

Projected revenue estimates for each department are provided in the attached exhibits.

Recommended Action

Approve a resolution amending the Master Fee Schedule for Community Development and Parks and Recreation Department Fees

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF ROWLETT BY AMENDING FEES RELATED TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND THE PARKS AND RECREATION DEPARTMENT; PROVIDING THAT OTHER FEES NOT LISTED BUT NOW CHARGED PURSUANT TO OTHER ORDINANCES AND RESOLUTIONS SHALL REMAIN IN EFFECT UNTIL TRANSFERRED TO THE MASTER FEE SCHEDULE BY AMENDMENT; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Rowlett has heretofore adopted a Master Fee Schedule for the purpose of setting forth the comprehensive fees assessed and collected by the City for a range of applications, permits, licenses, services and activities; and

WHEREAS, the City Council desires to amend the said Fee Schedule with regard to Community Development Department and Parks and Recreation Department fees in order to comply with state law, cover City administrative costs, and remain on par with similar fees charged by similar surrounding municipalities; and

WHEREAS, in the event there is a conflict between a fee listed in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; and

WHEREAS, although the purpose of this resolution is to amend the Master Fee Schedule, this resolution is not intended to amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule.

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

SECTION 1: The City's Master Fee Schedule shall be and hereby is amended with regard to Community Development Department and Parks and Recreation Department fees as set forth on Exhibit "A" attached hereto and incorporated herein by this reference. Other sections, fees or charges not referenced in Exhibit "A" shall remain unaffected by this Resolution.

SECTION 2: In the event of a conflict between a fee set out in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this resolution shall not amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule and such fees shall continue in effect for all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

SECTION 3: All provisions of the ordinances and resolutions of the City of Rowlett in conflict with the provisions of this resolution be and the same are hereby repealed and all other provisions of the ordinances and resolutions of the City of Rowlett not in conflict with the provisions hereof shall remain in full force and effect.

SECTION 4: If any section, sentence, clause, or phrase of this resolution is for any reason held to be unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phrases of this resolution, it being the legislative intent that the provisions of this resolution are severable and that the resolution shall continue in effect notwithstanding the invalidity of such section, sentence, clause, or phrase.

SECTION 5: This resolution shall be effective upon its passage.

Attachments

1. Exhibit A to Resolution - Fee Schedule
2. Attachment 1 - CD and PR Fee Tables showing comparisons and justifications
3. Attachment 2 - Fee Schedule Red-Line

Exhibit A

Community Development Fee Updates

Building and Permits Divisions

Valuation is determined by the latest version of the Building Valuation Data table published by the International Code Council multiplied by 70% - or the valuation declared on the permit application, whichever is higher. Shell buildings and finish-out permits will be given a further multiplier of 75%.

RES-149-19; RES-102-22	Commercial Permit and Inspection Fee	
Description		Amount
\$1.00 to \$10,000.00		\$85.00
\$10,000.01 to \$25,000.00	\$85.00 for the first \$10,000.00 plus \$9.25 for each additional \$1,000.00	
\$25,000.01 to \$50,000.00	\$223.75 for the first \$25,000.00 plus \$7.00 for each additional \$1,000.00	
\$50,000.01 to \$100,000.00	\$398.75 for the first \$50,000.00 plus \$4.75 for each additional \$1,000.00	
\$100,000.01 to \$500,000.00	\$636.25 for the first \$100,000.00 plus \$3.50 for each additional \$1,000.00	
\$500,000.01 to \$1,000,000.00	\$2,036.25 for the first \$500,000.00 plus \$3.30 for each additional \$1,000.00	
\$1,000,000.01 and up	\$3,686.25 for the first \$1,000,000.00 plus \$2.50 for each additional \$1,000.00	

Type of Services

Fee

Commercial Standalone Trade Plan Review Fee (Mechanical, Plumbing, Electrical)	\$100/trade
Commercial Domestic Water Line Permit and Inspection Fee	\$80 for each inspection beyond first
Commercial Miscellaneous Repair Permit and Inspection Fee	Valuation
Commercial Irrigation/Landscape Plan Review Fee	Valuation
Permit Extension-Commercial Permit and Inspection Fee	Half the Original Permit/Plan Fees

Type of Services	Fee
Work Without Permit Permit and Inspection Fee	Double Permit Fee

RES-144-07; RES-149-19	Certificate of Occupancy	\$180.00
RES-144-07; RES-149-19	Certificate of Occupancy (if CO issued within last 6 months or space less than 250 square feet)	\$90.00

Temporary Certificate of Occupancy and Extensions	\$100
---	-------

RES-149-19	Re-roofing Permit – Residential	\$60.00
RES-149-19	Irrigation (Lawn Sprinklers) – Commercial	\$125.00

Commercial Irrigation/Landscape Plan Review Fee	Valuation
--	-----------

RES-149-19	Irrigation (Lawn Sprinklers) – Residential	\$50.00
------------	--	--------------------

\$100.00

Residential Irrigation/Landscape Plan Review Fee	\$75
---	------

Other Permit Fees		
	Description	Amount
RES-144-07; RES-149-19	Accessory Buildings less than 250 square feet (including storm shelters)	\$75.00
RES-144-07; RES-149-19	Accessory Buildings 250 square feet and larger (including storm shelters)	\$75.00 + 10 cents per square foot

Type of Services

Fee

Permit Extension-Commercial Permit and Inspection Fee	Half the Original Permit/Plan Fees
Permit Extension-Residential Permit and Inspection Fee	Half the Original Permit/Plan Fees

Reinspection Fees:		
RES-149-19	Buildings less than 5,000 square fee	\$50.00
		\$60.00

Residential Permit and Inspection Fees for Residential Remodels, Additions, Alterations and Repairs (includes Single-Family, Duplex and Town-House)

RES-149-19	Plan Review Fee	\$75.00
RES-149-19	Permit and Inspection Fee	\$75.00 + 50 cents per square foot

Residential Backflow Prevention Device- Install/Replacement Permit and Inspection Fee	\$100/per device
---	------------------

Environmental Health Division

Code/RES	Description	Amount	New Description	Fee
RES-144-07; RES-149-19	Food service permit – Regular and Mobile	\$300.00	Gross/Food Sales - \$0-\$49,999.99	\$258.00
RES-144-07; RES-149-19	Food service permit – Full Service	\$350.00	Gross/Food Sales - \$50,000-\$149,999.99	\$515.00
RES-078-14; RES-149-19	Food service permit – Regular, more than 5,000 square feet	\$450.00	Gross/Food Sales - \$150,000 or more	\$773.00
RES-144-07; RES-078-14	Food service permit – Late Fee, per each fraction of 30 days	\$25.00	Remove	
RES-144-07	Food service permit – Basic	\$200.00	Remove	

RES-149-19	Farmers Market Permit (annual)	\$25.00		\$100.00
RES-149-19	Fee when more than 3 inspections required in a single year	\$75.00	Remove	
RES-144-07	Massage establishment annual license fee (per establishment)	\$50.00	Remove	
NEW			School and Non-Profit Requiring Inspection	\$150.00
NEW			School (private contractor for profit)	\$258.00
NEW			Temporary food permit (DSHS multiple event)	\$100.00

Planning Division

PLANNING

Applicable Code, Ordinance or Resolution	Description	Amount
--	-------------	--------

Public Hearing Notices/ Pre Application Meetings

Type of Services

Fee

Public Hearing Notices (Newspaper and mailing)	\$450.00
Public Hearing Notices (Mailing only)	\$150.00

Type of Services

Fee

Pre-Application Meetings	\$200.00 Second review and beyond (first free)
--------------------------	---

Plat Recordation	County Fee plus 10% admin. fee
------------------	--------------------------------

RES-149-19; RES-102-22	Board of Adjustment Fee – Commercial	\$500.00
RES-149-19; RES-102-22	Board of Adjustment Fee – Residential	\$250.00

P&Z Variance Subdivision Ord.	\$250.00 plus notice requirement fee if applicable
-------------------------------	--

Parks and Recreation Department

Water Park Fees	Fee
Residents:	
Adults (over 48 inches tall)	\$10.00 \$12.00
Child (under 48 inches tall)	\$9.00 \$11.00
Senior (60 or older)	\$8.00 \$10.00
Resident (over 48 inches tall) Season Pass	\$50.00 \$60.00
Resident (under 48 inches tall) Season Pass	\$40.00 \$50.00
Family Season Pass – (Resident – per person)	\$40.00 \$50.00
Non-Residents:	
Adults (over 48 inches tall)	\$12.00 \$15.00
Child (under 48 inches tall)	\$11.00 \$14.00
Senior (60 or older)	\$8.00 \$13.00
Non-Resident (over 48 inches tall) Season Pass	\$50.00 \$80.00
Non-Resident (under 48 inches tall) Season Pass	\$40.00 \$60.00
Family Season Pass – (Non-Resident – per person)	\$40.00 \$60.00
Youth Pass (kids under 48")	\$40.00

Attachment 1

Building and Permits Division

The Building and Permits Division is chiefly responsible for enforcing all building activities, including inspections, plan review, and issuing other development permits associated with construction. The City uses the International Building Code (ICC) for building enforcement activities. Based on a review of the current Building and Permit Division fees, the following assessment outlines new and existing fee increases for the Division.

Master Fee Schedule

Fee Name	Current Rowlett Fee	Recommended Fee	Richardson	Mesquite	Garland	Plano	Estimated Additional Revenue based on Volume of Service
Commercial Backflow Prevention Device- Install/Replacement Per mit and Inspection Fee	\$0	\$125/devic e	\$150	\$80	\$125/d evice	\$260	25 X \$125=\$3,125
Commercial Sewer (Private) Permit and Inspection Fee	\$0	\$80	\$75	\$80	No Data Found	No Data Found	10X\$80=\$800

Fee Name	Current Rowlett Fee	Recommended Fee	Richardson	Mesquite	Garland	Plano	Estimated Additional Revenue based on Volume of Service
Commercial Standalone Trade Plan Review Fee (Mechanical, Plumbing, Electrical)	\$0	\$100/trade	\$225	\$480	\$480	\$125/trade	30X\$100=\$3,000
Commercial Domestic Water Line Permit and Inspection Fee	\$0	\$80 for each inspection beyond first	\$75	\$80	\$100	No Data Found	10X\$80=\$800
Commercial Miscellaneous Repair Permit and Inspection Fee	\$0	Valuation	Valuation	Valuation	Valuation	Valuation	Will vary based on valuation
Residential Irrigation/Landscape Plan Review Fee	\$0	\$75	No Data Found	No Data Found	No Data Found	No Data Found	50X\$75=\$3,750

Fee Name	Current Rowlett Fee	Recommended Fee	Richardson	Mesquite	Garland	Plano	Estimated Additional Revenue based on Volume of Service
Commercial Irrigation/Landscape Plan Review Fee	\$0	Valuation	Valuation	Valuation	Valuation	Valuation	Will vary based on valuation
Permit Extension-Commercial Permit and Inspection Fee	\$0	Half the Original Permit/Plan Fees	Full Permit Fee	Full Permit Fee	Full Permit Fee	Full Permit Fee	Will vary and cost of permit type
Permit Extension-Residential Permit and Inspection Fee	\$0	Half the Original Permit/Plan Fees	Full Permit Fee	Full Permit Fee	Full Permit Fee	Full Permit Fee	Will vary and cost of permit type
Reinspection Fee (less than 5,000 square feet/for each failed inspection) Permit and Inspection Fee	\$50	\$60	\$50	\$60	\$150	\$50-\$125 (Tiered)	200X\$10=\$2,000

Fee Name	Current Rowlett Fee	Recommended Fee	Richardson	Mesquite	Garland	Plano	Estimated Additional Revenue based on Volume of Service
Residential Backflow Prevention Device-Install/Replacement Permit and Inspection Fee	\$0	\$100/per device	\$100/per device	\$60	\$100/per device	\$175	10X\$100=\$1,000
Residential Irrigation (Lawn Sprinklers) Permit and Inspection Fee	\$50	\$100	\$150	\$125	\$100	\$175	50X\$50=\$2,500
Temporary Certificate of Occupancy and Extensions Permit and Inspection Fee	\$0	\$100	\$100	\$125	\$110	\$100 for each app. Add'l. \$100 of each incomplete trade	25X\$100=\$2,500
Fee Name	Current Rowlett Fee	Recommended Fee	Richardson	Mesquite	Garland	Plano	Estimated Additional Revenue based on Volume of Service

Work Without Permit Permit and Inspection Fee	\$ 0	Double Permit Fee	Double Permit Fee	Doubl e Permi t Fee	Dou ble Perm it Fee	Double Permit Fee	Will Vary and Cost of Permit Type
--	---------	-------------------	-------------------	---------------------------	---------------------------	-------------------	-----------------------------------

Valuation is defined as the method of calculating an asset's current marketable cost.

Neighborhood Services Division (Environmental Health Division)

The Neighborhood Services Division is responsible for all Code Enforcement activities and Environmental Health inspections for food establishments, swimming pools, and mobile food trucks. The Environmental Health Section has provided recommendations to update the Master Fee Schedule to comply with Senate Bill 1008. The City may no longer issue permits for food establishments that are not permitted by the Texas Department of State Health Services (DSHS).

Daycare establishments and non-profit schools can no longer be permitted. However, the City can charge an inspection fee if an inspection is requested and adopted on the Master Fee Schedule. The City's annual permit fees may not exceed the biannual fees charged by DSHS. The City may not assess both an alcohol license fee and a health permit fee for the same establishment.

Master Fee Schedule

Code/RES	Description	Amount	Proposed New Description	Proposed Fee	Justification
RES-144-07; RES-149-19	Food service permit – Regular and Mobile	\$300.00	Gross/Food Sales -\$0-\$49,999.99	\$258.00	Legislation 2025 - align with DSHS fee description
RES-144-07; RES-149-19	Food service permit – Full Service	\$350.00	Gross/Food Sales - \$50,000-\$149,999.99	\$515.00	Legislation 2025 - align with DSHS fee description
RES-078-14; RES-149-19	Food service permit – Regular, more than 5,000 square feet	\$450.00	Gross/Food Sales - \$150,000 or more	\$773.00	Legislation 2025 - align with DSHS fee description
RES-144-07; RES-078-14	Food service permit – Late Fee, per each fraction of 30 days	\$25.00	Remove		Duplicated late fee
RES-144-07	Food service permit – Basic	\$200.00	Remove		Legislation 2025 - align with DSHS

RES-149-19	Farmers Market Permit (annual)	\$25.00		\$100.00	Legislation 2025 - align with DSHS
RES-149-19	Fee when more than 3 inspections required in a single year	\$75.00	Remove		Risk based categories might receive 3-4 inspections/yr
RES-144-07	Massage establishment annual license fee (per establishment)	\$50.00	Remove		Can no longer require per Legislation 2023
			*New*School and Non-Profit Requiring Inspection	\$150.00	Schools and some daycares need two yearly food inspections; per 2025 law, we may charge a DSHS inspection fee but not a permit fee.
			*New*School (private contractor for profit)	\$258.00	Legislation 2025 - align with DSHS
			*New*Temporary food permit (DSHS multiple event)	\$100.00	Legislation 2025 - align with DSHS

Projected Revenue for Neighborhood Services Fees (Gross Food Sales Model)

Annual Gross/Food Sales	Number of Food Establishments	Price Per Permit	Projected FY 26 Revenue
\$0-\$49,999.99	0	\$258	\$0
\$50,000-\$149,999.99	2	\$515	\$1,030
\$150,000	195	\$773	\$150,735
Farmers Market	0	\$100	\$0
School and Non-Profit Requiring Inspection	13 (Required 2 Inspections Per Year)	\$150 (Per Inspection)	\$3,900
School Using Private Contractor For Profit	0	\$258	\$0
Temporary Food Permit	17 (FY 25)	\$100	\$1,700

Planning Division

The Planning Division is responsible for all land use, zoning and development review activities for new and existing development. Based on neighboring municipalities, Wylie, Rockwall, Sachse, Garland and Richardson respectively, staff is recommending adding new fees for Comprehensive Plan Amendments, Pre-Application Meeting (after 1st submittal), and Public Hearing Notices, separate from individual application costs. New State Law requires public hearing notices be published in the local newspaper and mailed to property owners within 200'. In addition, the Rowlett Development Code requires staff to send courtesy notices to property owners within 500'. New proposed fees for Public Hearing notices (separate from the application fee) will pay for associated costs for the newspaper notice and postal mailing of notices. The typical cost for The Dallas Morning News notice is approximately \$350.00 per notice and \$75.00 — \$100.00 for postal mailing. Finally, a plat recordation fee will be an added fee to complete the recordation process. Fees are assessed based on County fee plus 10% admin. Fee.

Master Fee Schedule

Fee Name	Current Rowlett Fee	Recommended Fee	Wylie	Sachse	Rockwall	Garland	Richardson
Public Hearing Notices (Newspaper and mailing)	\$0	\$450.00					
Public Hearing Notices (Mailing only)		\$150.00					
Pre-Application Meetings	\$0	\$200.00 Second review and beyond (first free)					
Plat Recordation	\$0	County Fee plus 10% admin. fee					
P&Z Variance Subdivision Ord.	\$0	\$250.00 plus notice requirement fee if applicable					\$250.00 Res/\$325/N Res

Projected Revenue for Planning Fees

Fee Name	Current Rowlett Fee	Recommended Fee	Projected Number of Cases (FY 26)	Projected Revenue
Public Hearing Notices (Newspaper and mailing)	\$0	\$450.00	39	\$17,550
Public Hearing Notices (Mailing only)	\$0	\$150.00	10	\$1,500
Pre-Application Meetings	\$0	\$200.00 Second review and beyond (first free)	20	\$4,000
Plat Recordation	\$0	County Fee plus 10% admin. fee	30	Varies
P&Z Variance Subdivision Ord.	\$0	\$250.00	2	\$500

Parks and Recreation Department

Fee	Current	Proposed	Est. Impact	Comparable
WetZone Admission (Resident over 48")	\$10.00	\$12.00	\$15,000	Water Works – Denton \$16 Bahama Beach – Dallas \$15 Cove – Little Elm \$20 Apex – McKinney \$15 Frisco Ath. Ctr. \$13
WetZone Admission (Non-Resident over 48")	\$12.00	\$15.00	\$19,000	Water Works – Denton \$18 Bahama Beach – Dallas \$18 Cove – Little Elm \$22 Apex – McKinney \$20 Frisco Ath. Ctr. \$13
WetZone Admission (Resident Child under 48")	\$9.00	\$11.00	\$7,000	Water Works – Denton \$12 Bahama Beach – Dallas \$11 Cove – Little Elm \$15 Apex – McKinney \$10 Frisco Ath. Ctr. \$11
WetZone Admission (Non-Resident Child under 48")	\$11.00	\$14.00	\$11,000	Water Works – Denton \$14 Bahama Beach – Dallas \$13 Cove – Little Elm \$18 Apex – McKinney \$15 Frisco Ath. Ctr. \$11
WetZone Admission (Resident Senior ≥60)	\$8.00	\$10.00	\$980	Water Works – Denton \$12 Bahama Beach – Dallas \$15 Cove – Little Elm \$15 Apex – McKinney \$10 Frisco Ath. Ctr. \$13
WetZone Admission (Non-Resident Senior ≥60)	\$8.00	\$13.00	\$600	Water Works – Denton \$18 Bahama Beach – Dallas \$18 Cove – Little Elm \$15

				Apex – McKinney Frisco Ath. Ctr.	\$15 \$13
Wetzone Season Pass (Resident over 48”)	\$50.00	\$60.00	\$3,000	Water Works – Denton Bahama Beach – Dallas Cove – Little Elm Apex – McKinney Frisco Ath. Ctr.	\$80 \$60 N/A N/A \$65
Wetzone Season Pass (Non-Resident over 48”)	\$60.00	\$80.00	\$2,000	Water Works – Denton Bahama Beach – Dallas Cove – Little Elm Apex – McKinney Frisco Ath. Ctr.	\$100 \$70 N/A N/A \$80
Wetzone Season Pass (Resident under 48”)	\$40.00	\$50.00	\$2,000	Water Works – Denton Bahama Beach – Dallas Cove – Little Elm Apex – McKinney Frisco Ath. Ctr.	\$80 \$60 N/A N/A \$65
Wetzone Season Pass (Non-Resident under 48”)	\$40.00	\$60.00	\$1,100	Water Works – Denton Bahama Beach – Dallas Cove – Little Elm Apex – McKinney Frisco Ath. Ctr.	\$100 \$70 N/A N/A \$80
WetZone Family Season Pass (Resident – Per Person)	\$40.00	\$50.00	\$1,400	Water Works – Denton Bahama Beach – Dallas Cove – Little Elm Apex – McKinney Frisco Ath. Ctr.	N/A N/A N/A N/A \$50
WetZone Family Season Pass (Non-Resident – Per Person)	\$40.00	\$60.00	\$1,000	Water Works – Denton Bahama Beach – Dallas Cove – Little Elm Apex – McKinney	N/A N/A N/A N/A

				Frisco Ath. Ctr.	\$50
Total Estimated Additional Annual Rev.			\$64,080.00		

Attachment 2

Community Development Proposed Fee Updates

Building and Permits Divisions

Valuation is determined by the latest version of the Building Valuation Data table published by the International Code Council multiplied by 70% - or the valuation declared on the permit application, whichever is higher. Shell buildings and finish-out permits will be given a further multiplier of 75%.

RES-149-19; RES-102-22	Commercial Permit and Inspection Fee	
Description		Amount
\$1.00 to \$10,000.00		\$85.00
\$10,000.01 to \$25,000.00	\$85.00 for the first \$10,000.00 plus \$9.25 for each additional \$1,000.00	
\$25,000.01 to \$50,000.00	\$223.75 for the first \$25,000.00 plus \$7.00 for each additional \$1,000.00	
\$50,000.01 to \$100,000.00	\$398.75 for the first \$50,000.00 plus \$4.75 for each additional \$1,000.00	
\$100,000.01 to \$500,000.00	\$636.25 for the first \$100,000.00 plus \$3.50 for each additional \$1,000.00	
\$500,000.01 to \$1,000,000.00	\$2,036.25 for the first \$500,000.00 plus \$3.30 for each additional \$1,000.00	
\$1,000,000.01 and up	\$3,686.25 for the first \$1,000,000.00 plus \$2.50 for each additional \$1,000.00	

Type of Fee	Type of Services	Org. Fee	Proposed Fee
-------------	------------------	----------	--------------

New

Commercial Standalone Trade **Plan Review Fee** (Mechanical, Plumbing, Electrical)

\$0

\$100/trade

New

Commercial Domestic Water Line **Permit and Inspection Fee**

\$0

\$80 for each inspection beyond first

New

Commercial Miscellaneous Repair **Permit and Inspection Fee**

\$0

Valuation

Commercial Irrigation/Landscape **Plan Review Fee**

\$0

Valuation

Permit Extension-Commercial **Permit and Inspection Fee**

\$0

Half the Original Permit/Plan Fees

Type of Fee	Type of Services	Org. Fee	Proposed Fee
New	Work Without Permit Permit and Inspection Fee	\$0	Double Permit Fee

RES-144-07; RES-149-19	Certificate of Occupancy	\$180.00
RES-144-07; RES-149-19	Certificate of Occupancy (if CO issued within last 6 months or space less than 250 square feet)	\$90.00

New	Temporary Certificate of Occupancy and Extensions	\$0	\$100
-----	---	-----	-------

RES-149-19	Re-roofing Permit – Residential	\$60.00
RES-149-19	Irrigation (Lawn Sprinklers) – Commercial	\$125.00

New	Commercial Irrigation/Landscape Plan Review Fee	\$0	Valuation
-----	--	-----	-----------

Existing

RES-149-19	Irrigation (Lawn Sprinklers) – Residential	\$50.00
		\$100.00

New	Residential Irrigation/Landscape Plan Review Fee	\$0	\$75
-----	---	-----	------

Other Permit Fees		
	Description	Amount
RES-144-07; RES-149-19	Accessory Buildings less than 250 square feet (including storm shelters)	\$75.00
RES-144-07; RES-149-19	Accessory Buildings 250 square feet and larger (including storm shelters)	\$75.00 + 10 cents per square foot

Type of Fee	Type of Services	Org. Fee	Proposed Fee
-------------	------------------	----------	--------------

New

Permit Extension-Commercial Permit and Inspection Fee	\$0	Half the Original Permit/Plan Fees
Permit Extension-Residential Permit and Inspection Fee	\$0	Half the Original Permit/Plan Fees

Existing

Reinspection Fees:		
RES-149-19	Buildings less than 5,000 square fee	\$50.00

\$60.00

Residential Permit and Inspection Fees for Residential Remodels, Additions, Alterations and Repairs (includes Single-Family, Duplex and Town-House)

RES-149-19	Plan Review Fee	\$75.00
RES-149-19	Permit and Inspection Fee	\$75.00 + 50 cents per square foot

New

Residential Backflow Prevention Device- Install/Replacement Permit and Inspection Fee	\$0	\$100/per device
---	-----	------------------

Environmental Health Division

Code/RES	Description	Amount	Proposed New Description	Proposed Fee	Justification
RES-144-07; RES-149-19	Food service permit – Regular and Mobile	\$300.00	Gross/Food Sales -\$0-\$49,999.99	\$258.00	Legislation 2025 - align with DSHS fee description
RES-144-07; RES-149-19	Food service permit – Full Service	\$350.00	Gross/Food Sales - \$50,000-\$149,999.99	\$515.00	Legislation 2025 - align with DSHS fee description
RES-078-14; RES-149-19	Food service permit – Regular, more than 5,000 square feet	\$450.00	Gross/Food Sales - \$150,000 or more	\$773.00	Legislation 2025 - align with DSHS fee description

Code/RES	Description	Amount	Proposed New Description	Proposed Fee	Justification
RES-144-07; RES-078-14	Food service permit – Late Fee, per each fraction of 30 days	\$25.00	Remove		Duplicated late fee
RES-144-07	Food service permit – Basic	\$200.00	Remove		Legislation 2025 - align with DSHS
RES-149-19	Farmers Market Permit (annual)	\$25.00		\$100.00	Legislation 2025 - align with DSHS
RES-149-19	Fee when more than 3 inspections required in a single year	\$75.00	Remove		Risk based categories might receive 3-4 inspections/yr
RES-144-07	Massage establishment annual license fee (per establishment)	\$50.00	Remove		Can no longer require per Legislation 2023
NEW			*New*School and Non-Profit Requiring Inspection	\$150.00	Schools and some daycares need two yearly food inspections; per 2025 law, we may charge a DSHS inspection fee but not a permit fee.
NEW			*New*School (private contractor for profit)	\$258.00	Legislation 2025 - align with DSHS
NEW			*New*Temporary food permit (DSHS multiple event)	\$100.00	Legislation 2025 - align with DSHS

Planning Division

PLANNING

Applicable Code, Ordinance or Resolution	Description	Amount
--	-------------	--------

Public Hearing Notices/ Pre Application Meetings

Type of Fee	Type of Services	Org. Fee	Proposed Fee
--------------------	-------------------------	-----------------	---------------------

New

Public Hearing Notices (Newspaper and mailing)	\$0	\$450.00
Public Hearing Notices (Mailing only)		\$150.00

Type of Fee	Type of Services	Org. Fee	Proposed Fee
New	Pre-Application Meetings	\$0	\$200.00 Second review and beyond (first free)
New	Plat Recordation	\$0	County Fee plus 10% admin. fee
RES-149-19; RES-102-22	Board of Adjustment Fee – Commercial		\$500.00
RES-149-19; RES-102-22	Board of Adjustment Fee – Residential		\$250.00
New	P&Z Variance Subdivision Ord.	\$0	\$250.00 plus notice requirement fee if applicable

Parks and Recreation Department

Water Park Fees	Fee
Residents:	
Adults (over 48 inches tall)	\$10.00 \$12.00
Child (under 48 inches tall)	\$9.00 \$11.00
Senior (60 or older)	\$8.00 \$10.00
Resident (over 48 inches tall) Season Pass	\$50.00 \$60.00
Resident (under 48 inches tall) Season Pass	\$40.00 \$50.00
Family Season Pass – (Resident – per person)	\$40.00 \$50.00
Non-Residents:	
Adults (over 48 inches tall)	\$12.00 \$15.00
Child (under 48 inches tall)	\$11.00 \$14.00
Senior (60 or older)	\$8.00 \$13.00

Non-Resident (over 48 inches tall) Season Pass	\$50.00 \$80.00
Non-Resident (under 48 inches tall) Season Pass	\$40.00 \$60.00
Family Season Pass – (Non-Resident – per person)	\$40.00 \$60.00
Youth Pass (kids under 48")	\$40.00

Meeting Date: 12/16/2025

Agenda Item: 5.A.

Title

Consider action to adopt an ordinance approving an Alternative Landscaping Plan under Section 77-504.I of the Rowlett Development Code to modify the secondary entryway landscaping requirements for the property located at and addressed as 4401 Big A Road and is described as consisting of approximately 17.053 Acres of land out of the J.M. Thomas Survey, Abstract No. 1478, in the City of Rowlett, Dallas County, Texas.

Staff Representative

Derek Hull, Director of Community Development

Executive Summary

A request to City Council to consider approving an Alternative Landscaping Plan under Section 77-504.I of the Rowlett Development Code to modify the secondary entryway landscaping requirements for the property located at and addressed as 4401 Big A Road for a proposed 35-lot, single-family subdivision.

Strategic Priority and Goal(s)

Strategic Priority	Strategic Goal
 Strengthen Neighborhood Livability	3.1 Value existing neighborhoods. 3.2 Sustain a community that is appealing to people at all stages of life. 3.3 Invest in enjoyable places of lasting value and distinctive character. 3.4 Support efficient development patterns and communicate clear policy guidance. 3.5 Ensure that the Comprehensive Plan is observed and followed.

Background Information

The applicant is requesting an Alternative Landscape Plan (ALP) to allow a reduction in the total required area for secondary entryways from 6,400 square feet to 3,884 square feet as a result of the existing masonry wall and the required 6-foot retaining wall per section 77-504 (4)(B)(3) of the Rowlett development code. The 17.053-acre property is designated Medium Density Residential (under 7,000 s.f.) under the Rowlett Comprehensive Plan Land Use Map and is zoned SF-9 (Single Family Residential – 9,000 District). The applicant intends to develop 35 single-family residential lots together with associated open-space tracts.

An ALP is intended to promote the preservation and incorporation of existing native vegetation or specimen trees, or for the innovative use of plant material and improved site design. The area in question is situated along the south/east property line adjacent to the adjacent property line. The preliminary plat and development plan originally designated a 15-foot landscape buffer (Lot 5X) along Big A Road, adjacent to Block A, Lot 1; however, an existing masonry wall located within the public right of way, owned by the Target store, fully screens the buffer from public view, which essentially reduces the effectiveness of the plantings for secondary entryway landscaping enhancements.

Additionally, the conditionally approved civil engineering plans require a 6-foot retaining wall in the rear yard of Block A, Lot 1, which would also include a 6-foot privacy fence to be constructed. This configuration would make accessing the area for ongoing irrigation, trimming, and replacement of landscaping difficult, creating a high risk of plant mortality and long-term code non-compliance.

Discussion

Section 77-504.4(b)(3) of the Rowlett Development Code (RDC) requires the following for Secondary entryways:

- a. Each secondary entryway shall total a minimum of 6,400 square feet; that is, 3,200 square feet of landscaped area per side as follows:
 - i. Eighty feet measured from the external street by 40 feet measured from the internal residential street.
 - ii. The Planning and Zoning Commission may reduce the above landscaping requirements by up to 25 percent if landscaped street medians are provided.

The applicant is requesting a reduction in the total required area from 6,400 square feet to 3,884 square feet as a result of the existing masonry wall and the required 6-foot retaining wall in the rear yard of Block A, Lot 1.

Section 77-504.1.2(b) of the Rowlett Development Code (RDC) articulates the following modifications that an Alternative Landscape Plan (ALP) may allow:

- 1) Perimeter buffer landscape requirements; trees and shrubs;
- 2) Perimeter buffer landscape requirements, ROW buffer width;
- 3) Perimeter buffer landscape requirements, compatibility buffer standards;
- 4) Perimeter buffer landscape requirements, incompatibility buffer standards;
- 5) Single-family residential development requirements, landscape buffer;
- 6) Single-family residential development requirements, entryway areas;
- 7) Single-family residential development requirements, masonry wall requirements;
- 8) Dumpster and trash compactor screening.

This request focuses on amending the secondary entryway requirements for Single-Family residential developments. Section 77-504.1.4. of the RDC stipulates that an ALP shall only be approved based on the following criteria:

- 1) There are unique characteristics of the property, site design, or use that warrant

special consideration to modify or deviate from the requirements of this section, and that these characteristics are not self-created.

The subject property is constrained by two pre-existing, external conditions: 1) a tall masonry screening wall located entirely within the public right-of-way and owned by the adjacent Target store, which conceals the required 15-foot secondary-entryway buffer (Lot 5X) from Big A Road; and (2) approved civil engineering revisions that introduced a 6-foot retaining wall in the rear yard of Block A, Lot 1, in which a 6-foot privacy fence must be built. These features predate the current development plan and were not created by the applicant. Together they render the original buffer location both invisible to the public and physically inaccessible for long-term maintenance, satisfying the “unique characteristics... not self-created” standard.

2) The ALP meets or exceeds the minimum requirements of this section, while recognizing the unusual site design or use restraints on the property.

Although the 15-foot buffer area is eliminated in its original location, the applicant preserves full compliance by relocating 18 required canopy trees to Open Space Lot 4X, which lies in full public view along Big A Road. Lot 4X is owned and maintained by the future homeowner’s association, ensuring lasting access for irrigation, pruning, and replacement. The relocated trees will achieve the same or greater streetscape impact and environmental benefit as the concealed buffer, thereby meeting or exceeding the minimum performance intent of Section 77-504.

3) Approval of the ALP will provide for both increased consistency and compatibility with adjacent projects located in the general vicinity of the property.

The Target store to the south/east already presents a continuous masonry wall along Big A Road. By concentrating new canopy trees in the visible Open Space Lot 4X, the ALP creates a cohesive, uninterrupted green edge that mirrors the mature landscaping found on neighboring residential subdivisions to the north and west. Reallocating the hidden 15-foot strip as additional rear-yard depth for Lot 1 also aligns lot proportions with the established SF-9 pattern in the vicinity, enhancing neighborhood uniformity.

4) The ALP conforms to the requirements of this section, and no modifications are requested except those explicitly provided in subsection 77-504I.2(b).

The request modifies only the location of the secondary-entryway plantings, an adjustment explicitly permitted under subsection 77-504.I.2(b) when physical constraints prevent compliance in the prescribed area. No waivers of tree count, species, size, or maintenance obligations are sought. All other provisions of Section 77-504 remain satisfied.

PUBLIC HEARING NOTICES

Notice of this public hearing was mailed, posted, and published in accordance with

State Law and the Rowlett Development Code. Forty-one (41) 200-foot notices and eighty-six (86) courtesy 500-foot notices were mailed on October 31, 2025, and as of December 9, 2025, staff has received the following:

- 200 feet notification area: Zero (0) notices were received in opposition, zero (0) neutral to the project and zero (0) notices were received in favor.
- 500 feet courtesy notification area: zero (0) notices were received in opposition, zero (0) neutral to the project, and zero (0) notices were received in favor.

Planning and Zoning Commission Summary

On November 11, 2025, the Planning and Zoning Commission voted unanimously to recommend approval of the Alternative Landscape Plan request by a vote of 7–0. The link to 11/11/2025 P&Z Meeting is provided below:

<https://rowlettx.new.swagit.com/videos/360537>

Financial/Budget Implications

No impact

Recommended Action

Approve

Approve with Conditions

Deny

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS APPROVING AN ALTERNATIVE LANDSCAPING PLAN UNDER SECTION 77-504.I OF THE ROWLETT DEVELOPMENT CODE TO MODIFY THE SECONDARY ENTRYWAY LANDSCAPING REQUIREMENTS FOR AN APPROXIMATELY 17.053 ACRE PARCEL COMMONLY KNOWN AS 4401 BIG A ROAD IN THE CITY OF ROWLETT AND BEING MORE PARTICULARLY DESCRIBED AS BEING OUT OF THE J.M. THOMAS SURVEY, ABSTRACT NO. 1478, LOCATED 2,601 FEET EAST OF THE INTERSECTION OF ROWLETT ROAD AND BIG A ROAD IN THE CITY OF ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2,000.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City, have given requisite notice by publication and otherwise, and after holding due public hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and in the exercise of its legislative discretion have concluded that the requested alternative landscaping plan should be approved;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF

ROWLETT, TEXAS THAT:

Section 1: The Alternative Landscaping Plan for the approximately 17.053 acre parcel commonly known as 4401 Big A Road in the City of Rowlett, Dallas County, Texas and being more particularly described as being out of the J. M. Thomas Survey, Abstract No. 1478, located 2,601 feet east of the intersection of Rowlett Road and Big A Road in the City of Rowlett (the "Property"), in substantially the form of that attached hereto as Exhibit "A" is hereby approved to allow a reduction in the total required area for secondary entryways from 6,400 square feet to 3,884 square feet.

Section 2. All provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 3. An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

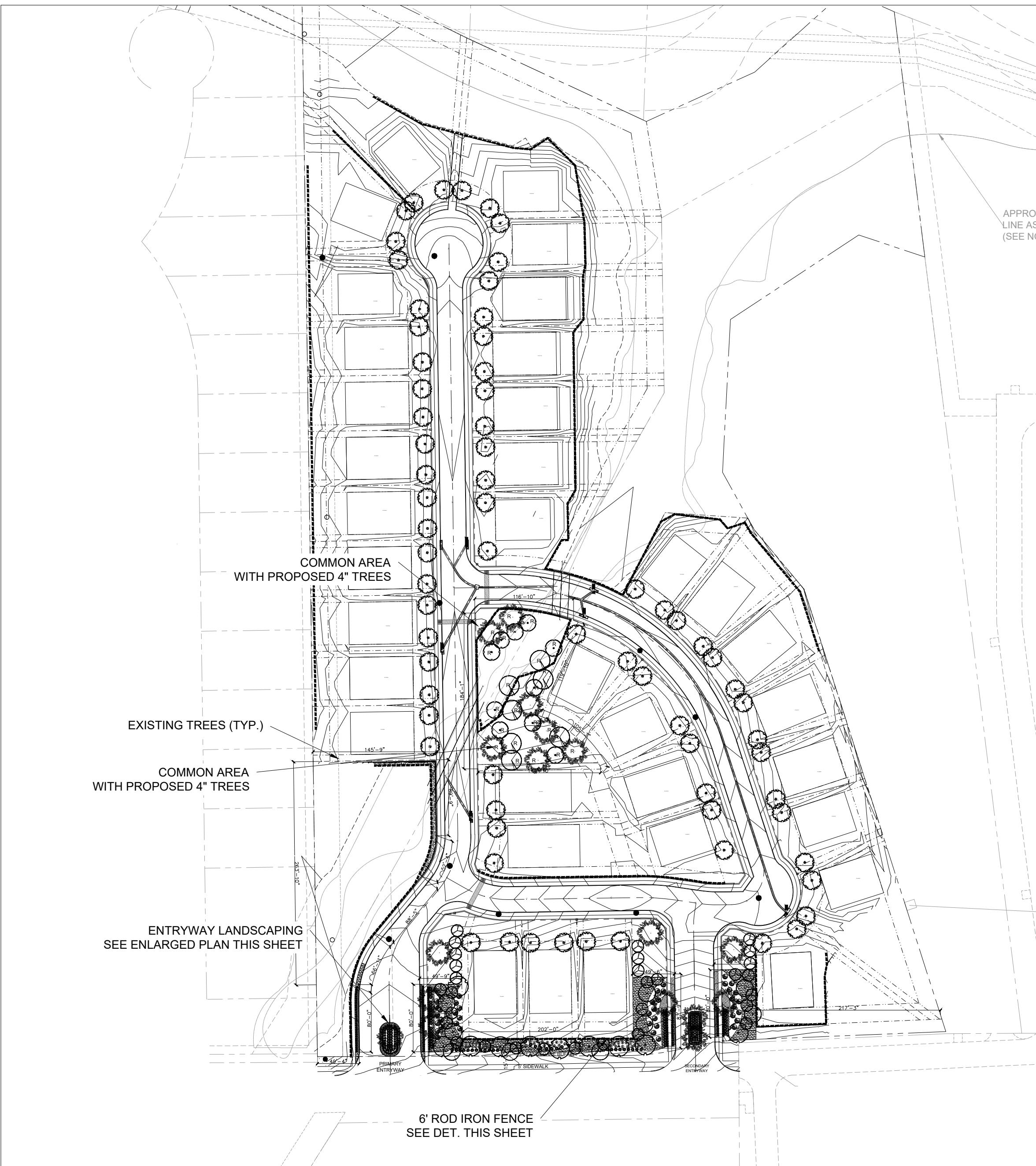
Section 4 Should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision hereof other than the part so decided to be invalid, illegal, or unconstitutional

Section 5: Any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; each and every day such offense continues or exists shall be deemed a separate offense.

Section 6. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

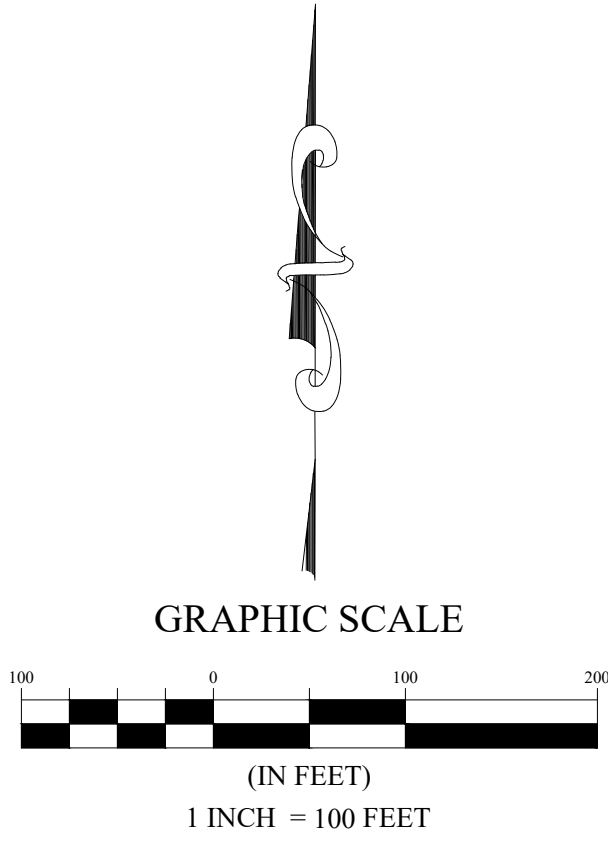
Attachments

1. Exhibit A. Alternative Landscape Plan
2. Attachment 1. Site Location Map
3. Attachment 2. Property Notice Map
4. Attachment 3. Existing Zoning Map
5. Attachment 4. Vicinity Map
6. Attachment 5. List of Notified Property Owners (200 feet)
7. Attachment 6. Grayhawk Ranch - Final Plat and Legal Description



KEY

TREES					
	7	US	Ungnodia speciosa	Mexican Buckeye	4" Cal. Min. Cont. Grown-65 Gal. 13'-16' Height, 8'-10' Spread Specimen
	10	TD	Taxodium distichum	Bald Cypress	4" Cal. Min. Cont. Grown-65 Gal. 13'-16' Height, 8'-10' Spread Specimen
	7	UC	Ulmus crassifolia	Cedar Elm	4" Cal. Min. Cont. Grown-65 Gal. 13'-16' Height, 8'-10' Spread Specimen
	10	QT	Quercus texana	Texas Red Oak	3" Cal. Min. Cont. Grown-65 Gal. 12'-15' Height, 6'-8' Spread Specimen
	10	UC	Ulmus crassifolia	Cedar Elm	3" Cal. Min. Cont. Grown-65 Gal. 12'-15' Height, 6'-8' Spread Specimen
	70	QT	Quercus texana	Texas Red Oak	3" Cal. Min. Cont. Grown-65 Gal. 12'-15' Height, 6'-8' Spread Specimen
	9	QP	Quercus polymorpha	Mexican White Oak	3" Cal. Min. Cont. Grown-65 Gal. 12'-15' Height, 6'-8' Spread Specimen
	29	JV	Juniperus virginiana	Eastern Red Cedar	3" Cal. Min. Cont. Grown-65 Gal. Multi-Trunk, 8'-10' ht. Specimen
SHRUBS					
	40	LEU	Pittosporum tobira	Green Pittosporum	5 Gal. Minimum 30" Minimum height at planting Spaced per plan, matching
	96	RI	Raphiolepis indica	Indian Hawthorne	3 Gal. Minimum 30" Minimum height at planting Spaced per plan, matching
	112	HP	Hesperaloe parvifolia	Red Yucca	3 Gal. Minimum 24" Minimum height at planting Spaced per plan, matching
	250	MC	Muhlenbergia capillaris	Pink Muhly Grass	1 Gal. Minimum 12" Minimum height at planting Spaced per plan, matching
GROUND COVER					
	909	SC	Seasonal Color		4" Pots Spaced 12" O.C. Specimen
	646	LM	Liriope muscari	Liriope	4" Pots Spaced 12" O.C. Specimen
	7,047 SF	SOD	Cynodon dactylon	Common Bermuda Grass	Solid sod Sand fill joints and provide uniform coverage within 30 days of completion



IRRIGATION NOTE

ALL LANDSCAPED AREAS MUST BE IRRIGATED BY AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM EQUIPPED WITH OPERATING RAIN AND FREEZE SENSORS.

..\\..\\LondonLandscapesLogo.jpg

P.O. BOX 28
COLLINSVILLE, TEXAS 76233
PHONE: 972-800-0676
AMY_LONDON@LONDON-LANDSCAPES.NET

CITY OF ROWLETT LANDSCAPE TABULATIONS

4. SINGLE-FAMILY RESIDENTIAL DEVELOPMENT REQUIREMENTS

a. INDIVIDUAL LOT REQUIREMENTS

REQUIRED: TWO CANOPY TREES IN EACH FRONT YARD
PROVIDED: TWO CANOPY TREES IN EACH FRONT YARD

b. ENTRYWAY AREAS

Primary Entry Required/Provided
Area: 9,600 SF / 11,691 SF
Landscape: 7,200 SF / 7,284 SF
Sod/Sidewalk: 2,400 SF / 7,047 SF
Trees: 38/38

Secondary Entry Required/Provided
Area: 6,400 SF / 3,884 SF
Landscape: 4,800 SF / 4,802 SF
Sod/Sidewalk: 1,600 SF / 2,809 SF
Trees: 25 / 25

Median Required/Provided
Area: 24x10 / 24 x 40
Landscape: 15% / 100%
Trees: 2 / 2

c. SCREENING REQUIREMENTS

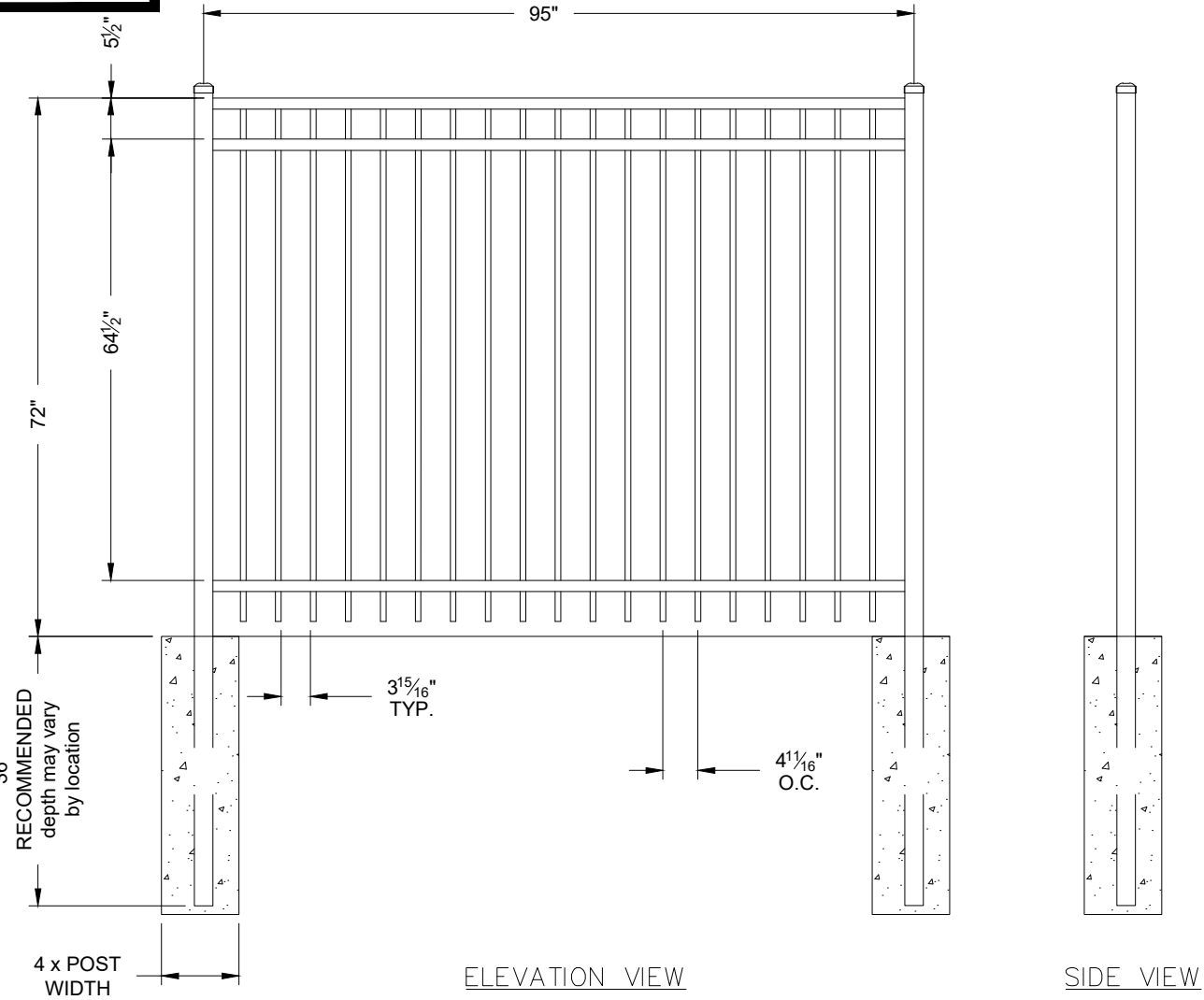
6' ROD IRON FENCE

d. COMMON AREAS

REQUIRED: YES
PROVIDED: YES

a. 15' LANDSCAPE BUFFER = 1 TREE PER 35 LF AND 10 SHRUBS PER 30 LF; 746.25 LF of FRONTAGE
a.a. REQUIRED: 22 TREES AND 150 SHRUBS
a.b. PROVIDED: 22 TREES AND 150 SHRUBS

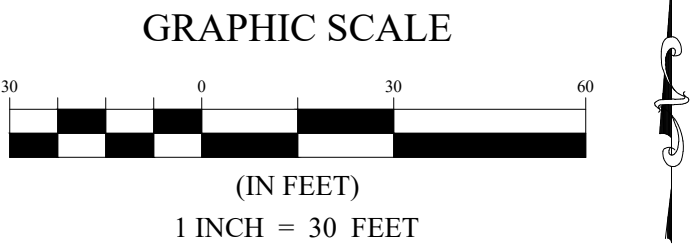
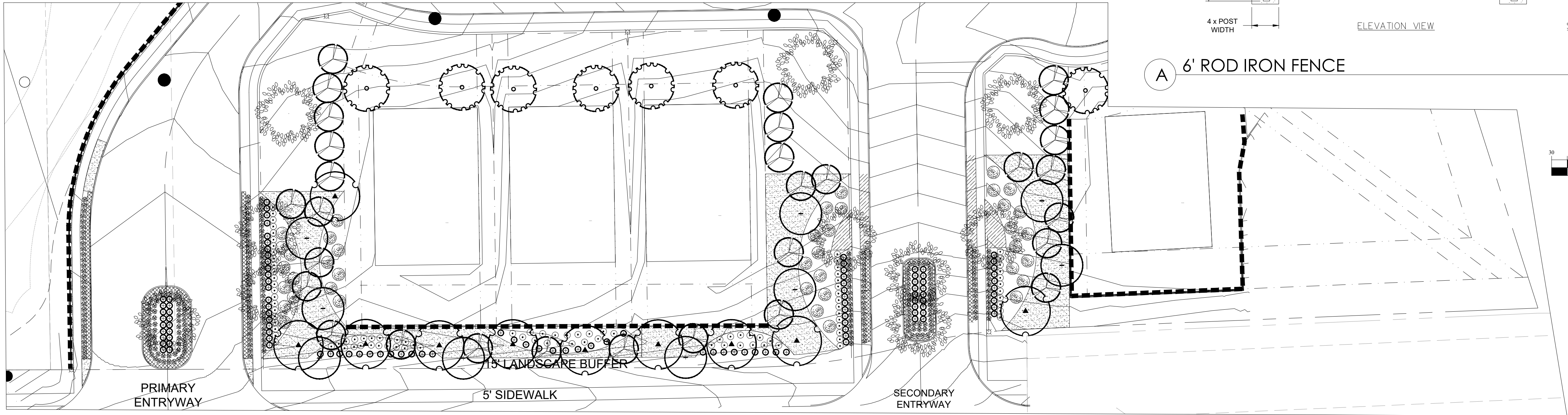
REPLACEMENT TREES PROVIDED FOR MITIGATION:
24 - 4" CALIPER TREES = 96"



NOTES:
1. AMERISTAR FENCING MONTAGE PLUS MAJESTIC
2. REFER TO MANUFACTURER RECOMMENDATIONS FOR ACTUAL POST SIZE BASED ON FENCE HEIGHT AND WIND LOAD.
3. SEE LAYOUT SHEETS FOR LOCATIONS

A 6' ROD IRON FENCE

SCALE: 1/2" = 1'-0"



5200 State Highway 121
Colleyville, Texas 76034
Phone: 817-488-4960

DEVELOPER/OWNER

OWNER:
CHANTARA VENTURES, LLC
512 W GEORGE BUSH HIGHWAY,
SUITE 125
RICHARDSON, TX 75080
CONTACT: PARHAM GHASSEMI



JOB NUMBER: CS019001

DESIGNED BY:

DRAWN BY:

CHECKED BY:

ISSUE DATE: 11/10/25

REV:



11/10/25

Kirkman Engineering, LLC
Texas Firm No: 15874

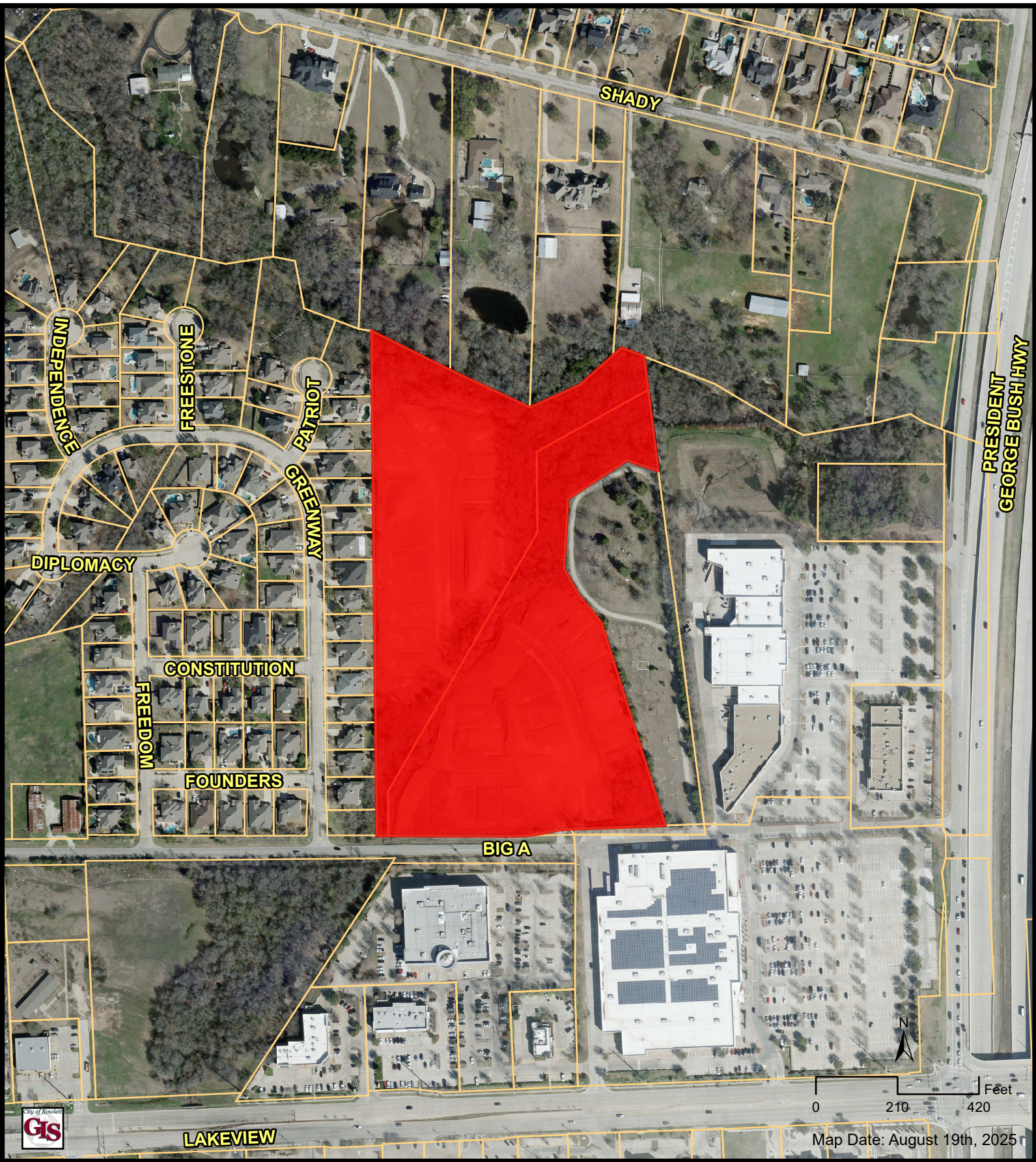
GRAYHAWK
RANCH

ROWLETT,
TEXAS

LANDSCAPE
PLAN

SHEET:

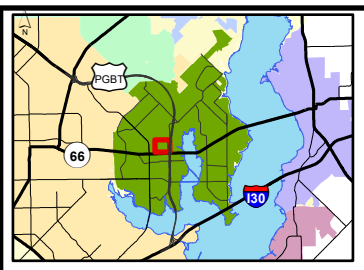
L1.00



	Site		City Limits
	Parcels		Streets

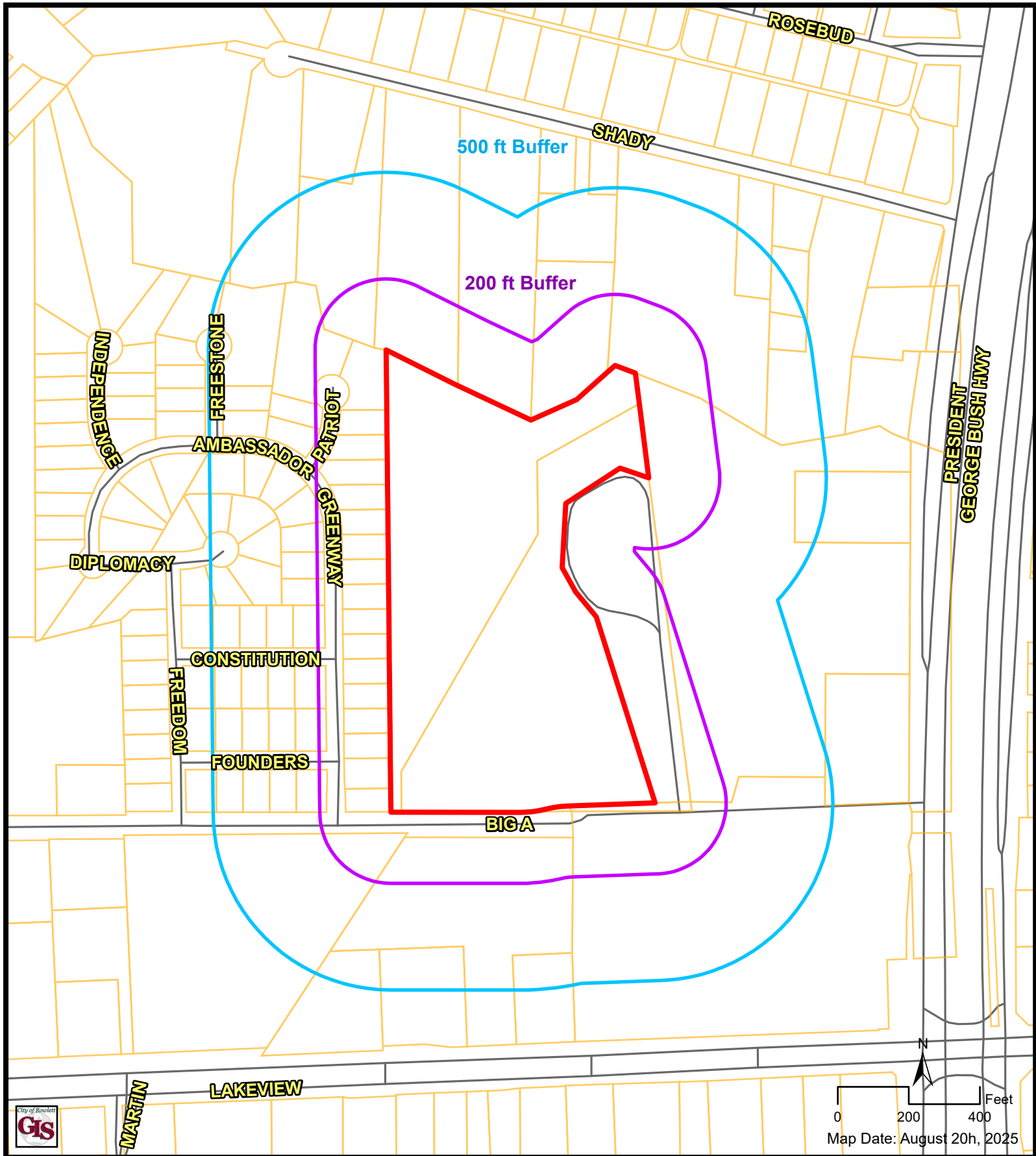
4401 Big A Road

Site Location Map





Page 58 of 78

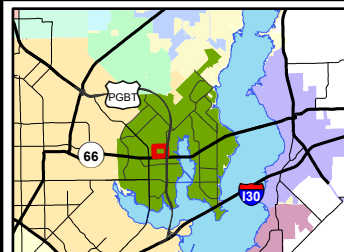


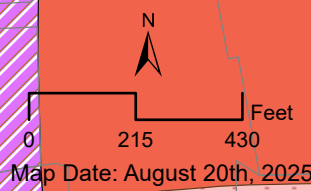
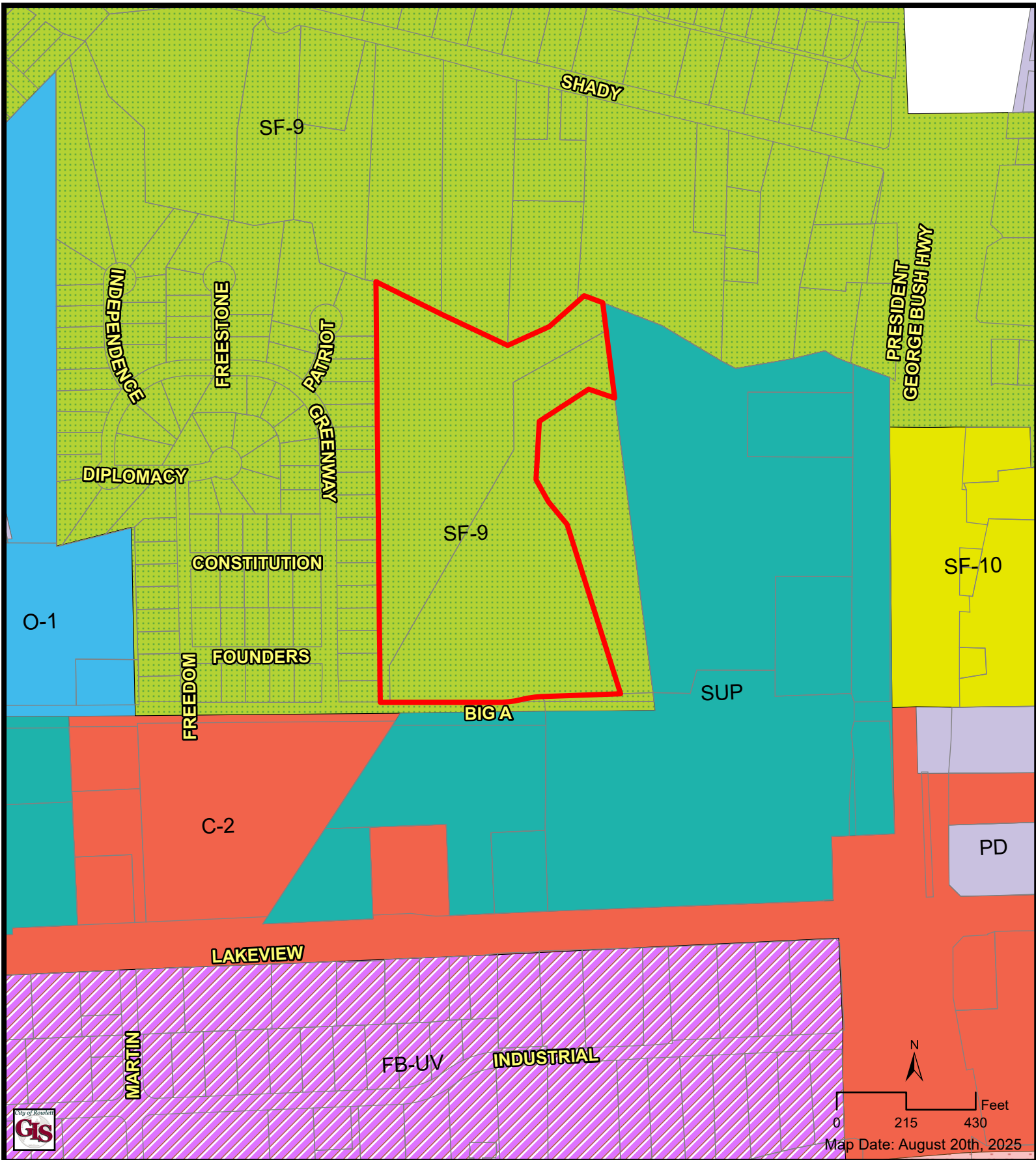
- | | | | |
|--|---------|---|---------------|
|  | Site |  | 500 ft Buffer |
|  | Parcels |  | 200 ft Buffer |
|  | Streets |  | City Limits |

4401 Big A Road

Property Notice

Map

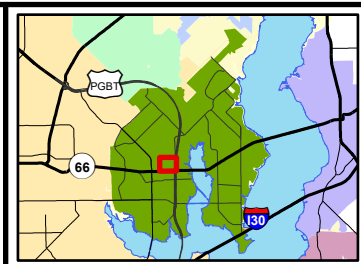




- | | | |
|-------------|-------|------|
| Site | O-1 | C-2 |
| Parcels | PD | SF-9 |
| City Limits | SF-10 | SUP |
| Streets | FB-UV | |

4401 Big A Road

Existing Zoning Map





Site



City Limits

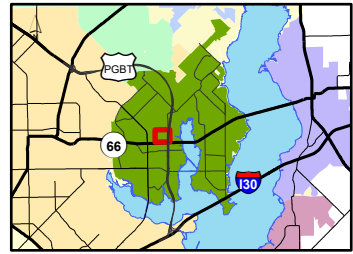


Parcels

Streets

4401 Big A Road

Vicinity Map



ACCT(DCAD)	OWNER_NAME	OWNER_ADDRESS	OWNER_CITY	OWNER_STATE	OWNER_ZIPCODE	STREET_ADDRESS
440016900A0020000	GILES LINDA & STOSKOPF ERIC & MORROW KAREN	4314 SHADY LN	ROWLETT	TX	750893478	4314 SHADY LN
440082700101R0000	VEREIT LA ROWLETT LLC % FITNESS INTERNATIONAL LLC	3161 MICHELSON DR STE 600	IRVINE	CA	926124406	4401 LAKEVIEW PKWY
440141900A0050000	REED DARRELL L & SHARON R	4318 FOUNDERS DR	ROWLETT	TX	750895223	4318 FOUNDERS DR
440141900B0050000	WOOLRIDGE SYREETA S	4317 FOUNDERS DR	ROWLETT	TX	750895211	4317 FOUNDERS DR
440141900B0060000	BARNETT DANIEL L & JANET B	5606 GREENWAY DR	ROWLETT	TX	750895218	4318 CONSTITUTION DR
440141900C0050000	AGBAKW LILIAN	4317 CONSTITUTION DR	ROWLETT	TX	750895210	4317 CONSTITUTION DR
440141900C0060000	ELMETWALY SAMIR & ELMETWALY MOHANNAD S	5713 GREENWAY DR	ROWLETT	TX	750895207	5713 GREENWAY DR
440141900C0070000	KANWAR PARMINDER S	5717 GREENWAY DR	ROWLETT	TX	750895207	5717 GREENWAY DR
440141900C0080000	SCHAEFFER LAURA JEANNE & IWANSKI PAUL	5801 GREENWAY DR	ROWLETT	TX	750895219	5801 GREENWAY DR
440141900C0090000	2017 V M MARYOUNG REVOC TRUST	5805 GREENWAY DR	ROWLETT	TX	750895219	5805 GREENWAY DR
440141900D0010000	LIBERTY CREEK OWNERS & WESTCHESTER LTD	PO BOX 203310	AUSTIN	TX	787203310	5500 GREENWAY DR
440141900D0020000	BARNETT DANIEL L & JANET	5606 GREENWAY DR	ROWLETT	TX	750895218	5606 GREENWAY DR
440141900D0030000	TACKETT CALVIN W JR & DIANE R TACKETT	5610 GREENWAY DR	ROWLETT	TX	750895218	5610 GREENWAY DR
440141900D0040000	HAMIM MOHAMMAD ASEER	5614 GREENWAY DR	ROWLETT	TX	750895218	5614 GREENWAY DR
440141900D0050000	BAGGETT CHARLES M & KATHY NELL	5618 GREENWAY DR	ROWLETT	TX	750895218	5618 GREENWAY DR
440141900D0060000	LABARBA ANTHONY & SCHMA ELIZABETH EMILY	5702 GREENWAY DR	ROWLETT	TX	750895202	5702 GREENWAY DR
440141900D0070000	HATHAWAY JAMES A	5706 GREENWAY DR	ROWLETT	TX	750895202	5706 GREENWAY DR
440141900D0080000	CAWIS IRA M	5710 GREENWAY DR	ROWLETT	TX	750895202	5710 GREENWAY DR
440141900D0090000	RODRIGUEZ RICHARD B II & CATHERINE	5714 GREENWAY DR	ROWLETT	TX	750895202	5714 GREENWAY DR
440141900D0100000	HARRIS MARCUS T & HARRIS MARINA K	5718 GREENWAY DR	ROWLETT	TX	750895202	5718 GREENWAY DR
440141900D0110000	SHAFFER LEA L	5802 GREENWAY DR	ROWLETT	TX	750895203	5802 GREENWAY DR
440141900D0120000	MUDESIR NEJIB HASSEN & WELDEGIORGIS ABEL	5806 GREENWAY DR	ROWLETT	TX	750895203	5806 GREENWAY DR
440141900D0130000	CLEGG GLENN M & DIANE	5810 GREENWAY DR	ROWLETT	TX	750895203	5810 GREENWAY DR
440141900D0140000	FIELDS SAM E & CATHY L	5814 GREENWAY DR	ROWLETT	TX	750895203	5814 GREENWAY DR
440141900D0150000	SENG NANG H & LASHI BRANGSENG	5818 PATRIOT CT	ROWLETT	TX	750895204	5818 PATRIOT CT
440141900D0160000	LAMBERT CHRISTOPHER H & RHONDA F	5902 PATRIOT CT	ROWLETT	TX	750895205	5902 PATRIOT CT
440141900D0170000	YOUNG LINDSEY	5906 PATRIOT CT	ROWLETT	TX	750895205	5906 PATRIOT CT
440141900D0180000	HOLLIMON DANIEL CHARLES	5909 PATRIOT CT	ROWLETT	TX	750895205	5909 PATRIOT CT
440141900D0190000	GRAF RYAN WITTMER & JESSICA ANN	5905 PATRIOT CT	ROWLETT	TX	750895205	5905 PATRIOT CT
440141900D0200000	BARBER JOHNATHAN HAYES & SMITH ALICE L	5901 PATRIOT CT	ROWLETT	TX	750895205	5901 PATRIOT CT
44016680010010000	TARGET CORPORATION % REAL ESTATE TAX DEPT	PO BOX 9456	MINNEAPOLIS	MN	554409456	4701 LAKEVIEW PKWY
44016680010010100	TARGET CORPORATION % REAL ESTATE TAX DEPT	PO BOX 9456	MINNEAPOLIS	MN	554409456	1 LAKEVIEW PKWY
44016680010020000	RCGROWLETT PM LLC	3060 PEACHTREE RD NW STE 400	ATLANTA	GA	303052239	5701 PRESIDENT GEORGE BUSH HWY
65116565010090000	JNG ASSOCIATES	2040 N BELT LINE RD STE 400	MESQUITE	TX	751505804	4201 LAKEVIEW PKWY
65147846010050000	PARAGON REALTY GROUP LLC	3948 LEGACY DR STE 106	PLANO	TX	750238300	4401 BIG A RD
65147846010050100	BIG A CEMETERY FOUNDATION % E C HARPER PRES	RR 5 BOX 142	ROCKWALL	TX	750879808	4301 BIG A RD
65147846010050300	NWC LIBERTY GROVE & SH66	5310 HARVEST HILL RD STE 250	DALLAS	TX	752305844	4401 BIG A RD
65147846010050400	CHANTARA VENTURES LLC	3948 LEGACY DR STE 106	PLANO	TX	750238300	4401 BIG A RD
65147846010150100	JOHNSON CHANCE	4444 SHADY LN	ROWLETT	TX	750893480	4444 SHADY LN
65147846010160000	BURCH JAMES T	4614 SHADY LN	ROWLETT	TX	750893438	4614 SHADY LN
65147846010170000	WALKER ROBERT L & PATRICIA L	4602 SHADY LN	ROWLETT	TX	750893438	4602 SHADY LN
65147846010180000	YOUNG VALLEY INTERNATIONAL LTD	13214 VALLEY BRANCH LN STE 200	FARMERS BRANCH	TX	752340000	4514 SHADY LN

SURVEYOR'S NOTES:

- Bearings are based on the State Plane Coordinate System, Texas North Central Zone (4202) North American Datum of 1983 (NAD '83), distances are surface with a combined scale factor of 1.000136506.
- This survey was prepared without the benefit of a commitment for title insurance, and no title/ALTA survey was included in the surveyor's scope of work. Therefore, there may exist encumbrances, easements, or other title matters not shown hereon which affect the subject property. An ALTA/NSPS, or other form of land title survey is recommended prior to engaging in any activity for which knowledge of encumbrances or title matters is necessary.
- This property lies partially within Zone "X" (Shaded & Unshaded), Zone "AE", & Zone "AE Regulatory Floodway" of the Flood Insurance Rate Map for Dallas County, Texas and Incorporated Areas, map no. 48113C0245K, with an effective date of July 7, 2014, via scaled map location and graphic plotting.
- Monuments are found unless specifically designated as set.
- Elevations are North American Vertical Datum of 1988 (NAVD '88)

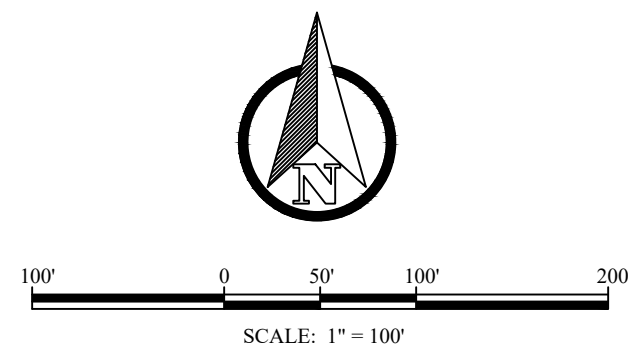
- Approximately 3.072 acres (133,832 square feet) of floodplain on site (per graphical scaling of FEMA maps only).
- Lot 16 and 17, Block A, share a Public Utility and Access Easement. Any fence crossing this easement shall be equipped with a gate to afford unrestricted access by City vehicles and personnel from the street to the Sanitary Sewer Easement and the Drainage and Floodway Easement on Lot 16 and north of the plat. Maintenance of such gates shall be the mutual responsibility of these two lots.
- DATUM NOTE: Coordinates shown are State Plane Coordinate System, Texas North Central Zone (4202), North American Datum of 1983 (NAD '83). City of Rowlett monument stations are shown as per published data (called to be NAD '83).

VICINITY MAP - NOT TO SCALE



LEGEND OF ABBREVIATIONS

- D.R.D.C.T. DEED RECORDS, DALLAS COUNTY, TEXAS
- M.R.D.C.T. MAP RECORDS, DALLAS COUNTY, TEXAS
- O.P.R.D.C.T. OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS
- INST. NO. INSTRUMENT NUMBER
- C.M. CONTROLLING MONUMENT
- SQ. FT. SQUARE FEET
- ROW RIGHT OF WAY
- CRS CAPPED REBAR SET
- (E) EASEMENT
- UE (BTP) UTILITY EASEMENT, BY THIS PLAT



5200 State Highway 121
Colleyville, TX 76034
Phone: 817-488-4960

SURVEYOR
BARTON CHAPA SURVEYING, LLC
JOHN H. BARTON III, RPLS# 6737
FIRM# 0194474
(817) 864-1949
JACK@BCSDFW.COM

OWNER
WESTRA CONSULTANTS, LLC
1601 E. LAMAR BLVD.
ARLINGTON, TX 76011
JONATHAN LILLEY
817.345.7684

JOB NUMBER: 2019.001.111

DRAWN BY: BCS

CHECKED BY: JHB

FIRST: 07/22/2025

GRAYHAWK
RANCH
SUBDIVISION

ROWLETT
TEXAS

FINAL
PLAT

SHEET:

1 OF 2

FINAL PLAT
GRAYHAWK RANCH SUBDIVISION

LOTS 1-26, 1X, 3X AND 5X, BLOCK A
LOTS 1-3, AND 4X, BLOCK B
LOTS 1-6, AND 2X, BLOCK C

17.053 ACRES IN THE
J.M. THOMAS SURVEY, ABSTRACT NO. 1478
CITY OF ROWLETT, DALLAS COUNTY, TEXAS

Curve Data Table

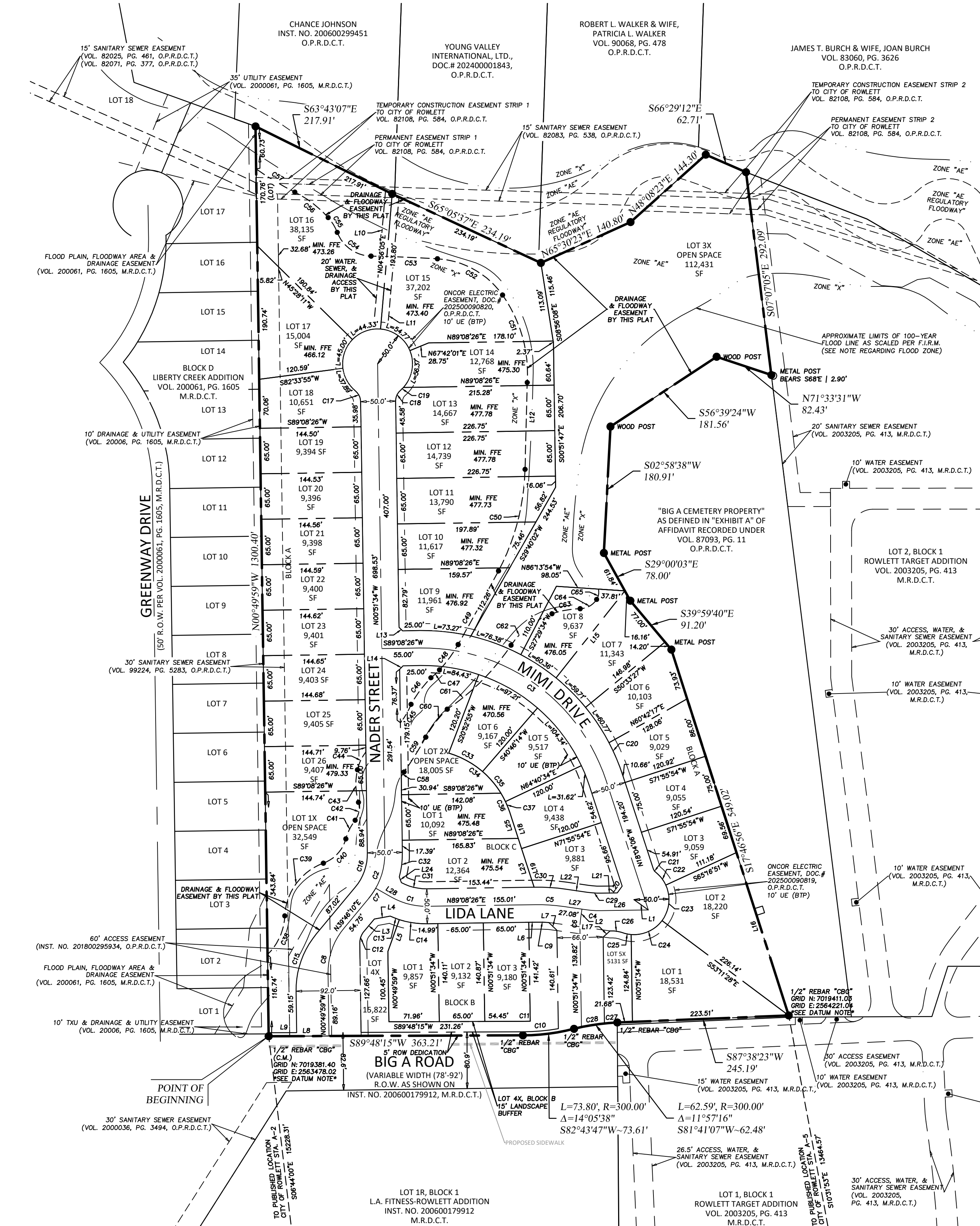
Curve #	Arc	Radius	Delta	Chord Bearing	Chord
C1	53.21'	100.00'	030°29'15"	S75°36'56"E	52.59'
C2	70.91'	100.00'	040°37'43"	N19°27'18"E	69.43'
C3	349.37'	275.00'	072°47'27"	N54°27'50"W	326.35'
C4	23.84'	150.00'	009°06'16"	S86°18'26"E	23.81'
C5	39.73'	250.00'	009°06'16"	S86°18'26"E	39.68'
C6	15.89'	100.00'	009°06'16"	N03°41'34"E	15.87'
C7	17.70'	100.00'	010°08'28"	N34°41'56"E	17.68'
C8	70.86'	100.00'	040°36'09"	N19°28'05"E	69.39'
C9	18.71'	225.00'	004°45'55"	N88°28'36"W	18.71'
C10	50.93'	295.01'	009°53'26"	S84°49'53"W	50.86'
C11	10.55'	280.07'	002°09'32"	N88°41'44"E	10.55'
C12	15.99'	25.00'	036°38'15"	N17°29'08"E	15.72'
C13	13.95'	226.32'	003°31'49"	S68°18'48"E	13.94'
C14	40.62'	132.16'	017°36'40"	N81°48'08"W	40.46'
C15	88.58'	125.00'	040°36'09"	N19°28'05"E	86.74'
C16	53.18'	75.00'	040°37'43"	N19°27'18"E	52.08'
C17	17.45'	20.00'	049°59'41"	N25°51'24"W	16.90'
C18	17.45'	20.00'	049°59'41"	S24°08'17"W	16.90'
C19	5.96'	50.00'	006°50'07"	S45°43'04"W	5.96'
C20	50.64'	300.00'	009°40'20"	S22°54'16"E	50.58'
C21	5.89'	10.00'	033°43'55"	S34°56'04"E	5.80'
C22	23.64'	50.00'	027°05'01"	S38°15'41"E	23.42'
C23	53.69'	50.00'	061°31'42"	S06°02'42"W	51.15'
C24	50.52'	50.00'	057°53'33"	S65°45'21"W	48.40'
C25	14.82'	50.07'	016°57'19"	N76°48'19"W	14.76'
C26	15.97'	50.00'	018°17'59"	N83°20'01"W	15.90'
C27	18.36'	300.00'	003°30'23"	N85°54'34"E	18.36'
C28	33.36'	300.00'	006°22'14"	S80°58'16"W	33.34'
C29	19.86'	125.00'	009°06'16"	S86°18'26"E	19.84'
C30	45.27'	275.64'	009°24'37"	S86°27'55"E	45.22'
C31	37.73'	75.00'	028°49'20"	S76°26'53"E	37.33'
C32	35.48'	125.00'	016°15'42"	S07°16'17"W	35.36'
C33	55.57'	130.00'	024°29'27"	S61°28'29"E	55.15'
C34	96.26'	130.00'	042°25'30"	S52°30'28"E	94.08'

Curve Data Table

Curve #	Arc	Radius	Delta	Chord Bearing	Chord
C35	54.27'	130.00'	023°55'12"	S37°16'10"E	53.88'
C36	30.01'	130.00'	013°13'37"	N24°40'55"W	29.94'
C37	16.43'	130.00'	007°14'27"	S21°41'20"E	16.42'
C38	61.99'	82.42'	043°05'30"	S24°01'42"W	60.54'
C39	98.94'	83.96'	067°31'06"	S36°14'30"W	93.31'
C40	49.07'	51.52'	054°34'04"	S42°43'01"W	47.23'
C41	29.95'	77.51'	022°08'30"	S26°30'14"W	29.77'
C42	27.04'	28.71'	053°57'02"	S10°35'58"W	26.05'
C43	47.06'	92.82'	029°02'58"	S01°51'04"E	46.56'
C44	28.40'	63.80'	025°30'23"	S25°25'37"W	28.17'
C45	30.57'	100.04'	017°30'26"	S29°48'23"W	30.45'
C46	47.56'	190.28'	014°19'20"	S36°47'23"W	47.44'
C47	16.66'	100.04'	009°32'41"	S47°45'15"W	16.65'
C48	45.02'	192.22'	013°25'05"	S36°16'22"W	44.91'
C49	120.02'	4059.42'	001°41'39"	S28°43'00"W	120.02'
C50	151.35'	327.96'	026°26'33"	S14°38'55"W	150.02'
C51	132.43'	194.80'	038°56'56"	S15°44'34"E	129.89'
C52	110.15'	122.86'	051°22'02"	S60°54'04"E	106.49'
C53	94.97'	2438.15'	002°13'54"	S87°42'02"E	94.96'
C54	62.64'	52.91'	067°50'03"	S54°53'57"E	59.04'
C55	24.89'	68.43'	020°50'14"	S31°24'03"E	24.75'
C56	60.37'	159.72'	021°39'20"	S52°38'50"E	60.01'
C57	64.56'	414.08'	008°55'58"	S59°00'31"E	64.49'
C58	7.71'	66.13'	006°40'49"	N31°51'34"E	7.71'
C59	58.60'	511.37'	006°33'57"	N31°55'00"E	58.57'
C60	50.65'	163.19'	017°46'59"	N37°31'31"E	50.45'
C61	129.87'	332.44'	022°23'00"	N44°56'40"E	129.05'
C62	75.15'	115.33'	037°20'05"	N52°25'13"E	73.83'
C63	41.01'	134.34'	017°29'23"	N79°49'57"E	40.85'
C64	28.16'	28.85'	055°54'53"	N60°37'12"E	27.05'
C65	15.36'	19.47'	045°11'33"	N10°03'59"E	14.96'

Line Data Table

Line #	Distance	Bearing
L1	25.19'	N54°19'15"W
L2	13.03'	N08°14'43"E
L3	25.23'	N39°38'00"E
L4	23.06'	N79°44'05"E
L5	48.27'	S19°42'24"W
L6	10.02'	N89°08'26"E
L7	15.96'	S45°51'34"E
L8	86.01'	N89°48'15"E
L9	40.00'	N89°48'15"E
L10	198.72'	S04°56'05"W
L11	191.18'	S04°56'05"W
L12	124.12'	S01°25'38"W
L13	7.07'	S45°51'34"E
L14	7.07'	N44°08'26"E
L15	158.58'	S38°20'20"W
L16	244.53'	N17°46'56"W
L17	13.18'	N47°54'13"E
L18	54.62'	S18°04'06"E
L19	58.03'	S18°04'06"E
L20	11.87'	N35°32'10"E
L21	22.90'	N89°08'26"E
L22	31.35'	S81°45'17"E
L23	73.28'	N18°04'06"W
L24	8.81'	S20°09'57"E
L25	39.37'	N18°04'06"W
L26	66.81'	N89°08'26"E
L27	31.35'	S81°45'17"E
L28	25.72'	S60°22'18"E



PROPERTY DESCRIPTION

WHEREAS PARAGON REALTY GROUP, LLC, AND CHANTARA VENTURES, LLC are the owners of a tract of land out of the J.M. Thomas Survey, Abstract Number 1478, in the City of Rowlett, Dallas County, Texas, and being all of "Tract 1" as described by deed to Chantara Ventures, LLC as recorded under Instrument Number 201800295939, Official Public Records of Dallas County, Texas, (O.P.R.D.C.T.), and all of "Tract 2" as described by deed to Chantara Ventures, LLC as recorded under Instrument Number 201800295934, (O.P.R.D.C.T.), the subject tract being more particularly described by metes and bounds as follows (bearings are based on State Plane Coordinate System, Texas North Central Zone (4202) North American Vertical Datum of 1983 (NAD '83)):

BEGINNING at a 1/2 inch rebar with cap stamped, "CBG" found for the southwest corner of said Tract 2 and the herein described tract;

THENCE North 00 degrees 49 minutes 59 seconds West, with the west line of said Tract 2, passing the southeast corner of Block D of Liberty Creek Addition, an addition in the City of Rowlett, Dallas County, Texas, according to the plat recorded under Volume 200061, Page 1605, Map Records of Dallas County, Texas, (M.R.D.C.T.), and continuing for a total distance of 1300.40 feet to a point within a creek for the northeast corner of said Block D, same being the northwest corner of said Tract 2;

THENCE with the north line of said Tract 2 and generally following the center of a creek the following calls:

1. South 63 degrees 43 minutes 07 seconds East, a distance of 217.91 feet;
2. South 65 degrees 05 minutes 37 seconds East, a distance of 234.19 feet;
3. North 65 degrees 30 minutes 23 seconds East, a distance of 140.80 feet;
4. North 48 degrees 08 minutes 23 seconds East, a distance of 144.30 feet;
5. South 66 degrees 29 minutes 12 seconds East, a distance of 62.71 feet to the northeast corner of said Tract 2, same being the northernmost northwest corner of Lot 2 in Block 1 of Rowlett Target Addition, an addition in the City of Rowlett, Dallas County, Texas, according to the plat recorded under Volume 2003205, Page 413, (M.R.D.C.T.);

THENCE South 07 degrees 07 minutes 15 seconds East, with the west line of said Lot 2, passing the easternmost southeast corner of said Tract 2, same being the northeast corner of said Tract 1, and continuing for a total distance of 292.09 feet to the northeast corner of a tract of land known as "Big A Cemetery Property" as defined in affidavit as recorded under Volume 87093, Page 11, (O.P.R.D.C.T.), from which a metal fence post bears South 68 degrees East a distance of 2.90 feet;

THENCE with the northerly and westerly lines of said "Big A Cemetery Property" and along a fence line the following calls:

1. North 71 degrees 33 minutes 31 seconds West, a distance of 82.43 feet to a wood fence post;
2. South 56 degrees 39 minutes 24 seconds West, a distance of 181.56 feet to a wood fence post;
3. South 02 degrees 58 minutes 38 seconds West, a distance of 180.91 feet to a metal fence post;
4. South 29 degrees 00 minutes 03 seconds East, a distance of 78.00 feet to a metal fence post;
5. South 39 degrees 59 minutes 40 seconds East, a distance of 91.20 feet to a metal fence post;
6. South 17 degrees 46 minutes 56 seconds East, 549.02 feet to a 1/2 inch rebar with cap stamped, "CBG" found for the southeast corner of said Tract 1;

THENCE with the south line of said Tract 1 the following calls:

1. South 87 degrees 38 minutes 23 seconds West, a distance of 245.19 feet to a 1/2 inch rebar with cap stamped, "CBG" found at the beginning of a curve to the left, having a radius of 300.00 feet, with a delta angle of 11 degrees 57 minutes 16 seconds, whose chord bears South 81 degrees 41 minutes 07 seconds West a distance of 62.48 feet;
2. Along said curve to the left, an arc length of 62.59 feet to a 1/2 inch rebar with cap stamped, "CBG" found at the beginning of a reverse curve to the right, having a radius of 300.00 feet, with a delta angle of 14 degrees 05 minutes 38 seconds, whose chord bears South 82 degrees 43 minutes 47 seconds West a distance of 73.61 feet;
3. Along said curve to the right, an arc length of 73.80 feet to a 1/2 inch rebar with cap stamped, "CBG" found;
4. South 89 degrees 48 minutes 15 seconds West, passing the southwest corner of said Tract 1, same being the southernmost southeast corner of said Tract 2, and continuing for a total distance of 363.21 feet to THE POINT OF BEGINNING and enclosing 17.053 acres (742,812 square feet) of land, more or less.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS

That PARAGON REALTY GROUP, LLC, AND CHANTARA VENTURES, LLC, owners, do hereby bind themselves and their heirs, assignees and successors of title this plat designating the hereinabove described property as "Grayhawk Ranch Subdivision, Lots 1-26, 1X, 3X, and 5X, Block A, Lots 1-3 and 4X, Block B, Lots 1-6, and 2X, Block C", an addition in the City of Rowlett, and do hereby dedicate to the public use forever the streets, alleys, and right-of-way easements shown thereon, and do hereby reserve the easement strips shown on this plat for the mutual use and accommodation of garbage collection agencies and all public utilities desiring to use or using same. Any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, or other improvements or growths that in any way endanger or interfere with the construction, maintenance or efficiency of its respective systems on any of these easement strips, and any public utility shall at all times have the right of ingress and egress to and from and upon the said easement strips for the purpose of constructing, reconstructing, inspecting, patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Rowlett, Texas.

DRAINAGE AND FLOODWAY EASEMENT

This plat is hereby adopted by the owners (called "Owners") and approved by the City of Rowlett, (called "City") subject to the following conditions which shall be binding upon the Owners, their heirs, grantees, successor, and assigns: part of Lots 8-16, Block A, part of Lot 26, Block A, Lot 1X, Block A, part of Lot 6, Block C, Lot 2X, Block C, and Lot 3X, Block B, as shown on the plat is called "Drainage and Floodway Easement." The Drainage and Floodway Easement is hereby dedicated to the publics use forever, but including the following covenants with regard to maintenance responsibility. The existing creek or creeks traversing the Drainage and Floodway Easement shall remain as open channels at all times and shall be maintained by all of the owners of lots in the subdivision by and through a lawfully created homeowners association to be created by the Owners. The Owners covenant and agree that such a homeowners association (called "Association") shall be created prior to the final acceptance of the City. All Association documents shall be subject to the approval of the City and shall specifically contain covenants binding the Association to continuously maintain the Drainage and Floodway Easement. Such covenants shall not relieve the individual lot owners of the responsibility to maintain the Drainage and Floodway Easement should the Association default in the performance of its maintenance responsibility. The Association documents shall also contain provisions that they may not be amended with regard to the Drainage and Floodway Easement maintenance responsibilities without the approval of the City. The fee simple title to the Drainage and Floodway Easement shall always remain in the Association. The City will not be responsible for the maintenance and operation of said creek or creeks or for any damage or injury to private property or person that results from the flow of water along said creek, or for the control of erosion. No obstruction to the natural flow of storm water run-off shall be permitted by construction of any type of building, fence, or any other structure within the Drainage and Floodway Easement. Provided, however, it is understood that in the event it becomes necessary for the City to consider channelizing or erecting any type of drainage structure in order to improve the storm drainage, then in such event, the City shall have the right, but not the obligation, to enter upon the Drainage and Floodway Easement at any point, or points, with all rights of ingress and egress to investigate, survey, or to erect, construct, and maintain any drainage facility deemed necessary for drainage purposes. The Owners and the Association shall keep the natural drainage channels within the Drainage and Floodway Easement free of debris, silt, or any substance which would result in unsanitary conditions or obstruct the flow of water, and the City shall have the right of ingress and egress for the purpose of inspection and supervision of maintenance work by the Owners and the Association to alleviate any undesirable conditions which may occur. The creeks and natural drainage channels through the Drainage and Floodway Easement as in the case of all natural channels, are subject to storm water overflow and natural bank erosion to an extent which cannot be definitely defined. The City shall not be liable for any damages and injuries of any nature resulting from the occurrence of these natural phenomena, nor resulting from the failure of any structure or structures, within the Drainage and Floodway Easement, and the Owners hereby agree to indemnify and hold harmless the City from any such damages and injuries. Building areas outside the Drainage and Floodway Easement shall be filled to a minimum elevation as shown on the plat.

PARAGON REALTY GROUP, LLC, OWNER

BY: _____(DATE)

PRINT NAME/TITLE: _____

STATE OF TEXAS §

COUNTY OF _____ §

Before me, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared _____, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same as for the purpose and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office, this _____ day of _____, 20_____.

Notary Public in and for

the State of Texas

CHANTARA VENTURES, LLC, OWNER

BY: _____(DATE)

PRINT NAME/TITLE: _____

STATE OF TEXAS §

COUNTY OF _____ §

Before me, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared _____, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same as for the purpose and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office, this _____ day of _____, 20_____.

Notary Public in and for

the State of Texas

SURVEYOR'S CERTIFICATE

This is to certify that I, John H. Barton III, do hereby certify, that I prepared this plat from an actual on the ground survey of the land as described and that the corner monuments shown thereon as "set" were properly placed under my personal supervision in accordance with the Platting Rules and Regulations of the City of Rowlett.

Date of Plat/Map: July 22, 2025

PRELIMINARY

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED, VIEWED, OR RELIED UPON AS A FINAL SURVEY DOCUMENT. RELEASED FOR INTERIM REVIEW August 4, 2025

John H. Barton III, RPLS# 6737

This plat is hereby approved by the Planning and Zoning Commission of the City of Rowlett, Texas.

CHAIRMAN, CITY OF ROWLETT PLANNING AND ZONING COMMISSION DATE

ATTEST:

SIGNATURE DATE NAME/TITLE

The Managing Director of Community Development and Engineering of the City of Rowlett, Texas hereby certifies that to the best of his/her knowledge or belief, this subdivision plat conforms to all requirements of the Code of Ordinances and with engineering construction standards and processes adopted by the City of Rowlett, Texas as to which his/her approval is required.

MANAGING DIRECTOR OF COMMUNITY DEVELOPMENT & ENGINEERING

DATE



5200 State Highway 121
Colleyville, TX 76034
Phone: 817-488-4960

SURVEYOR
BARTON CHAPA SURVEYING, LLC
JOHN H. BARTON III, RPLS# 6737
FIRM#10194474
(817) 864-1949
JACK@BCSDFW.COM

OWNER
WESTRA CONSULTANTS, LLC
1601 E. LAMAR BLVD.
ARLINGTON, TX 76011
JONATHAN LILLEY
817.345.7684

JOB NUMBER: 2019.001.111

DRAWN BY: BCS

CHECKED BY: JHB

FIRST: 07/22/2025

GRAYHAWK
RANCH
SUBDIVISION

ROWLETT
TEXAS

FINAL
PLAT

SHEET:

2 OF 2

FINAL PLAT
GRAYHAWK RANCH SUBDIVISION

LOTS 1-26, 1X, 3X AND 5X, BLOCK A
LOTS 1-3, AND 4X, BLOCK B
LOTS 1-6, AND 2X, BLOCK C

17.053 ACRES IN THE
J.M. THOMAS SURVEY, ABSTRACT NO. 1478
CITY OF ROWLETT, DALLAS COUNTY, TEXAS

Meeting Date: 12/16/2025

Agenda Item: 5.B.

Title

Conduct a public hearing on a request for the approval of major warrants to 1) increase the height of the side yard fence along Eldon Mews and Cathy Court, from four (4) feet to six (6) feet and 2) to replace the wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court on an approximately 0.128 acre parcel zoned Form-Based New Neighborhood (FB-NN) District and being located in the Merritt Village Subdivision, being commonly known as 8613 Royal Star Road and more particularly described as Lot 46, Block C of Merritt Village, in the City of Rowlett, Dallas County, Texas.

Staff Representative

Derek Hull, Director of Community Development

Executive Summary

A request to City Council to consider approving two (2) Major Fence Warrants to increase the height of the side yard fence along Eldon Mews and Cathy Court from four (4) feet to six (6) feet and to allow replacement of wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court on a property located at and addressed as 8613 Royal Star Road.

Strategic Priority and Goal(s)

Strategic Priority	Strategic Goal
 Strengthen Neighborhood Livability	3.1 Value existing neighborhoods. 3.2 Sustain a community that is appealing to people at all stages of life. 3.3 Invest in enjoyable places of lasting value and distinctive character. 3.4 Support efficient development patterns and communicate clear policy guidance. 3.5 Ensure that the Comprehensive Plan is observed and followed.

Background Information

This site is part of the larger Merritt Village Subdivision, which is comprised of 131 lots, including estate lots, cottages, cottages on mews, and open space lots. The property in question is a single-family home situated on a corner lot (a Cottage Lot per approved development plan) located at the intersection of Royal Star Road, Eldon Mews and Cathy Court, within the subdivision. The home site currently has a four (4)-foot wrought iron fence along the applicant's property line facing Royal Star Road (the open space

lot), Cathy Court and Eldon Mews (which functions as an alley). Across the street on Cathy Court, the fence faces the front of two (2) single-family homes.

Given the property's lack of privacy provided by the existing wrought iron fence, the property owner is requesting approval to:

1. Replace the wrought iron fence with a wood fence for the side yard fences along Cathy Court and Eldon Mews.
2. Increase the height of the fence along the side streets (Cathy Court and Eldon Mews) from four (4) feet to six (6) feet.

Discussion

Items to be discussed in the Take Action category.

Financial/Budget Implications

No impact.

Recommended Action

Open and Close Public Hearing

Attachments

None

Meeting Date: 12/16/2025

Agenda Item: 5.C.

Title

Consider action to adopt an ordinance approving major warrants to 1) increase the height of the side yard fences along Eldon Mews and Cathy Court from four (4) feet to six (6) feet and 2) to replace the wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court on an approximately 0.128 acre parcel zoned Form-Based New Neighborhood (FB-NN) District and located in the Merritt Village Subdivision, being commonly known as 8613 Royal Star Road also more particularly described as Lot 46, Block C of Merritt Village, in the City of Rowlett, Dallas County, Texas.

Staff Representative

Derek Hull, Director of Community Development

Executive Summary

A request to City Council to consider approving two (2) Major Fence Warrants to increase the height of the side yard fence along Eldon Mews and Cathy Court from four (4) feet to six (6) feet and to allow replacement of the wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court on a property located at and addressed as 8613 Royal Star Road.

Strategic Priority and Goal(s)

Strategic Priority	Strategic Goal
 Strengthen Neighborhood Livability	3.1 Value existing neighborhoods. 3.2 Sustain a community that is appealing to people at all stages of life. 3.3 Invest in enjoyable places of lasting value and distinctive character. 3.4 Support efficient development patterns and communicate clear policy guidance. 3.5 Ensure that the Comprehensive Plan is observed and followed.

Background Information

This site is part of the larger Merritt Village Subdivision, which comprises 131 lots, including estate lots, cottages, cottages on mews, and open space lots. The property in question is a single-family home situated on a corner lot (a Cottage Lot per approved development plan) located at the intersection of Royal Star Road, Eldon Mews and Cathy Court, within the subdivision. The home site currently has a four (4)-foot wrought iron fence along the applicant's property line facing Royal Star Road (the open space

lot), Cathy Court and Eldon Mews (which functions as an alley). Across the street on Cathy Court, the fence faces the front of two (2) single-family homes.

Given the property's lack of privacy provided by the existing wrought iron fence, the property owner is requesting approval to:

1. Replace the wrought iron fence with a wood fence for the side yard fences along Cathy Court and Eldon Mews.
2. Increase the height of the fence along the side streets (Cathy Court and Eldon Mews) from four (4) feet to six (6) feet.

Discussion

The approved development plan for the subject property in Merritt Village designates it as a Cottage Lot. Fence standards for Cottage Lots are governed by Article 2.8.4.h of the Rowlett Form Base Code (FBC), which includes the following relevant provisions for fences along a side street:

- Side-street fences must not extend closer to the street than the rear corner of the house and must be constructed of metal picket.
- Side-street fences cannot overlap the face of the house.
- Notwithstanding i and ii above, picket fences meeting the standards for front yard fences above will be permitted to within 24 inches of any sidewalk and must meet all requirements for such fences.

Applicants' Request:

The applicant seeks a Major Warrant to allow two (2) deviations from the above standards:

1. Replace the wrought iron fence with a wood fence for the side yard fences along Cathy Court and Eldon Mews.
2. Increase the height of the fence along the side streets (Cathy Court and Eldon Mews) from four (4) feet to six (6) feet.

Applicant's reasons for this request:

1. **Safety and Privacy:** The dwelling is located on a corner lot exposed to both vehicular and pedestrian traffic. The owner desires the same level of privacy and security already enjoyed by neighboring properties with 6-foot wood fences.
2. **Cost Considerations:** The applicant has stated that the cost of planting greenery as an alternative to the proposed wood fence is prohibitive.

The new six (6)-foot wood fence will generally follow the existing fence line with two (2) modifications:

1. A 10-foot visibility triangle will be maintained at the Eldon Mews alley intersection (moving that segment of fence inward toward the house).
2. The northeast segment of the fence will be shifted forward to a line approximately 20 feet behind the front façade of the house (still behind the rear corner of the primary structure).

REVIEW AUTHORITY AND CRITERIA

Major Warrants are intended to allow for deviations from the design standards and are considered on a case-by-case basis. Major Warrants may be approved only by the City Council following a recommendation by the Planning and Zoning Commission. Per Section 1.5.3 of the FBC, the decision must be based on findings that:

1. The requested warrants meet the general intent of both the Form-Based Code as described in Section 1.2.1, and the Form-Based New Neighborhood (FB-NN) District described in Section 2.3.1.
2. The requested warrants will result in an improved project which will be an attractive contribution to the Form-Based New Neighborhood (FB-NN) District.
3. The requested warrant will not prevent the realization of the overall intent of the Form-Based New Neighborhood (FB-NN) District.

STAFF ANALYSIS

The requested 6-foot wood fence will provide a level of privacy typical of single-family lots elsewhere in Rowlett and in many surrounding properties within Merritt Village that are not governed by Cottage Lot standards. The minor forward shift of the northeast fence segment remains behind the rear corner of the house and therefore continues to comply with the side-street setback requirement. Maintenance of the 10-foot visibility triangle at the alley ensures no impact on vehicular sight lines. While the proposal deviates from the Cottage Lot fence standards, it will not undermine the pedestrian-oriented character of the FB-NN District and could result in a more livable corner lot without adverse impacts to the public realm.

PUBLIC HEARING NOTICES

Notice of this public hearing was mailed, posted, and published in accordance with State Law and the Rowlett Development Code. Thirty-three (33) 200 foot notices and one hundred-fifteen (115) courtesy 500 foot notices were mailed on October 31, 2025, and as of December 9, 2025, Staff received the following:

- Zero (0) notices in favor, zero (0) neutral, and one (0) notice in opposition within 200 feet.
- Zero (0) notices in favor, zero (0) neutral, and zero (0) notices in opposition within 500 feet.

PLANNING AND ZONING COMMISSION SUMMARY

On November 11, 2025, the Planning and Zoning Commission unanimously offered a recommendation to City Council to consider approving two (2) Major Warrant requests by a vote of 7-0.

The link to the P&Z meeting is included below:

<https://rowletttx.new.swagit.com/videos/360537>

Financial/Budget Implications

No impact.

Recommended Action

Approve

Approve with Conditions

Deny

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS APPROVING AND GRANTING WARRANTS TO INCREASE THE ALLOWED MAXIMUM HEIGHT OF THE SIDE YARD FENCES ALONG ELDON MEWS AND CATHY COURT FROM FOUR FEET TO SIX FEET AND TO ALLOW REPLACEMENT OF THE WROUGHT IRON RAILING WITH WOOD FOR THE SIDE YARD FENCES ALONG ELDON MEWS AND CATHY COURT ON AN APPROXIMATELY 0.128 ACRE PARCEL ZONED FORM-BASED NEW NEIGHBORHOOD (FB-NN) AND BEING LOCATED IN THE MERRITT VILLAGE SUBDIVISION, BEING COMMONLY KNOWN AS 8613 ROYAL STAR ROAD AND BEING MORE PARTICULARLY DESCRIBED AS LOT 46, BLOCK C OF MERRITT VILLAGE, IN THE CITY OF ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Rowlett and the City Council of the City of Rowlett, in compliance with the laws of the State of Texas with reference to granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and the City Council of the City of Rowlett is of the opinion and finds that the warrants requested should be granted as stated herein;

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

SECTION 1. Warrants to increase the allowed maximum height of the side yard fences along Eldon Mews and Cathy Court from four (4) feet to six (6) feet and to allow replacement of the wrought iron railing with wood for the side yard fences along Eldon Mews and Cathy Court are hereby granted for an approximately 0.128 acre parcel zoned Form-Based New Neighborhood (FB-NN) and being located in the Merritt Village Subdivision, being commonly known as 8613 Royal Star Road and being more particularly described as Lot 46, Block C of Merritt Village in the City of Rowlett, Dallas County, Texas (the "Property").

SECTION 2: The Property shall be used, developed and maintained only in the manner and for the purposes provided for by the Comprehensive Zoning Ordinance, including the Form-Based Code, of the City of Rowlett, as heretofore amended, and as amended herein, and the development, use and maintenance of the Property shall be in accordance with building regulations, zoning ordinances, and any applicable ordinances except as may be specifically altered or amended herein.

SECTION 3: All provisions of the Ordinances of the City of Rowlett, Texas in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other provisions not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4: 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 unconstitutional, illegal or invalid, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 5. Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 6. This ordinance shall be effective from and after its passage and publication as may be required.

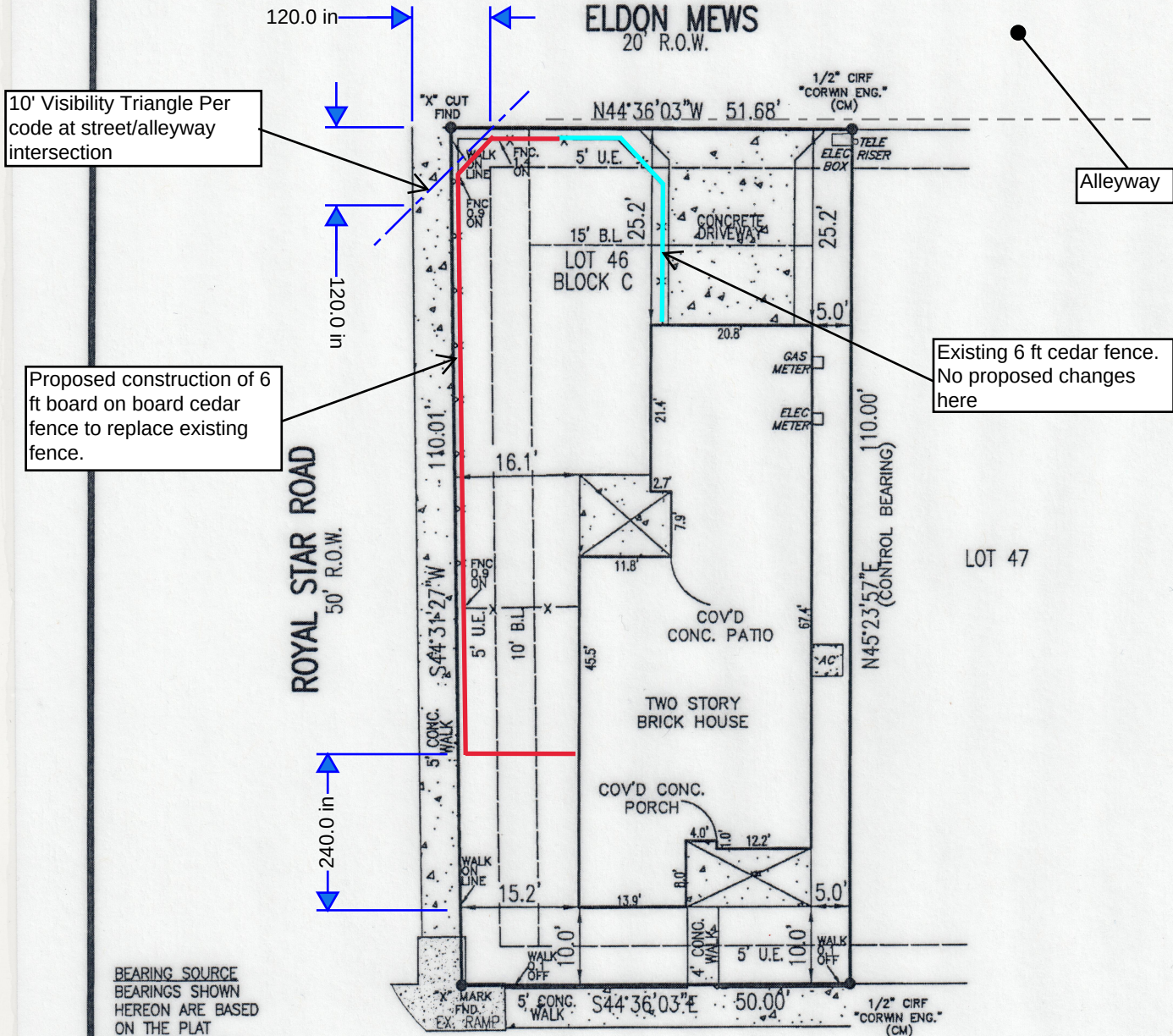
Attachments

1. Exhibit A. Royal Star Fence Location
2. Exhibit B. Survey and Legal Description
3. Attachment 1. Site Location Map
4. Attachment 2. Property Notice Map
5. Attachment 3. Existing Future Land Use
6. Attachment 4. Existing Zoning Map
7. Attachment 5. List of notified prop owner (200 feet)

PLAT SHOWING

Lot 46, in Block C, of MERRITT VILLAGE, an addition to the City of Rowlett, Dallas County, Texas, according to the map or plat thereof recorded in Document No. 202100217268, Plat Records, Dallas County, Texas.

8613 ROYAL STAR ROAD



8613 ROYAL STAR ROAD

50' R.O.W.

"Zone X"(unshaded)
Areas determined to be outside the
0.2% annual chance floodplain.

Determination based on graphically
scaling from the above listed
map, only.

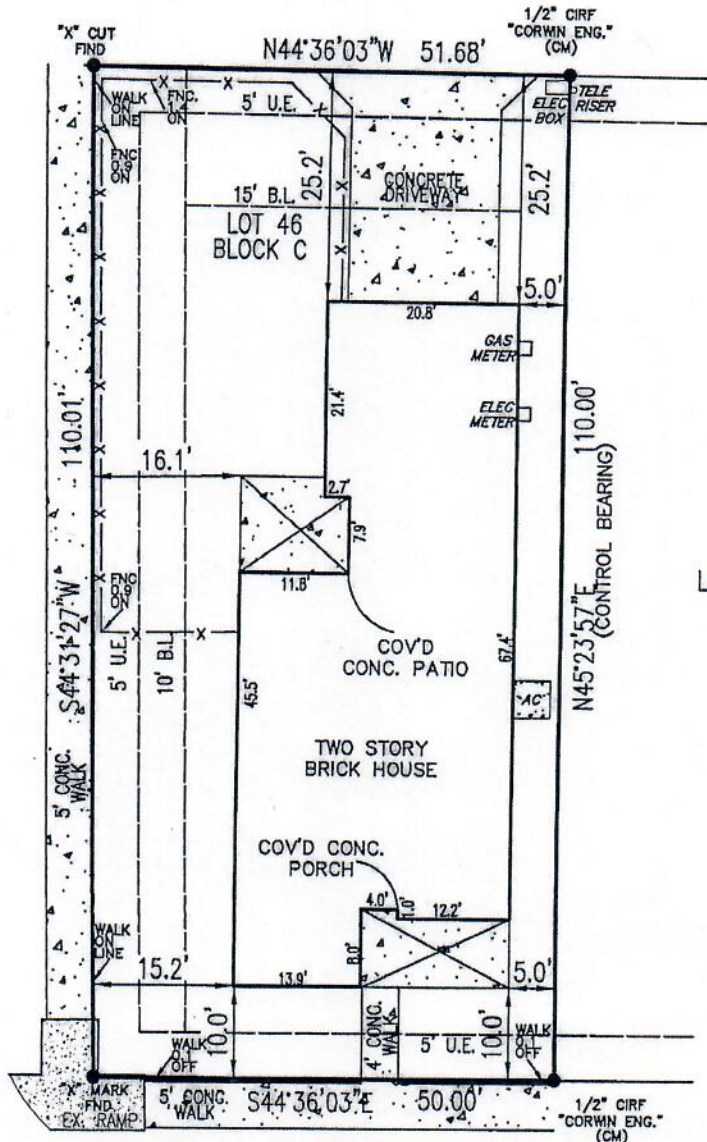
This flood statement does not

PLAT SHOWING

Lot 46, in Block C, of MERRITT VILLAGE, an addition to the City of Rowlett, Dallas County, Texas, according to the map or plat thereof recorded in Document No. 202100217268, Plat Records, Dallas County, Texas.
8613 ROYAL STAR ROAD

ELDON MEWS
20' R.O.W.

ROYAL STAR ROAD
50' R.O.W.



LOT 47

BEARING SOURCE
BEARINGS SHOWN
HEREON ARE BASED
ON THE PLAT
RECORDED IN Doc.
No. 202100217268,
P.R.D.C.T.

FLOOD CERTIFICATION

Subject property is located in Zone X (unshaded) according to the Insurance Rate Map Community Panel Map # 48113C0240 K
Dated: July 7, 2014

"Zone X"(unshaded)
Areas determined to be outside the 0.2% annual chance floodplain.

Determination based on graphically scaling from the above listed map, only.

This flood statement does not create liability on part of the surveyor and/or surveying company.

8613 ROYAL STAR ROAD
50' R.O.W.

NOTES:

To the best of my knowledge and belief:

- 1) This survey was prepared in conjunction with a Survey Request Order No. 2021-217268DA, Policy dated: 07/13/2022, and the referenced Title Commitment (it was derived from).
- 2) Subject to building lines and easements referenced and/or depicted in Instr. No. 202100217268, R.P.R.D.C.T. (plat) and the aforementioned Survey Request Order (and the Title Commitment, it was derived from)
- 3) Easement recorded in Volume 5723, Page 550, D.R.D.C.T., does not appear to affect the subject property, by visible surface evidence, at the time of this survey. No documents have been located to extinguish them, thus they may still be in effect.
- 4) Subsurface structure(s), utilities, and easements are beyond the scope of this survey.
- 5) Terms, provisions, stipulations, conditions, restrictions, drainage, minerals, covenants, assessments, agreements, obligations, rights, privileges, immunities, and/or liens are beyond the scope of this survey.

"The Plat hereon is an accurate representation of the property as determined by a survey made on the ground under my direction and supervision on the date shown below, the lines and dimensions of said property being as indicated by the Plat, the size, location and type of buildings and improvements are as shown, all improvements being within the boundaries of the property, except as shown, set back from the property lines the distances indicated and that the distance from the nearest intersecting street or road is as shown on said Plat. There are no apparent encroachments, conflicts, protrusions or apparent easements, except as shown."

SURVEY DATE: 9/23/2022

- LEGEND
- BL = BUILDING LINE
 - UE = UTILITY EASEMENT
 - DE = DRAINAGE EASEMENT
 - PUE = PUBLIC UTILITY EASEMENT
 - CM = CONTROLLING MONUMENT
 - IRF = IRON ROD FOUND
 - IRS = IRON ROD SET
 - IR = IRON ROD
 - X- = FENCE
 - = DIRECTION OF FLOW

SCALE: 1" = 20'

DRAWN BY: BB

AWH JOB # 7294-C-46

BLS JOB # 211196806

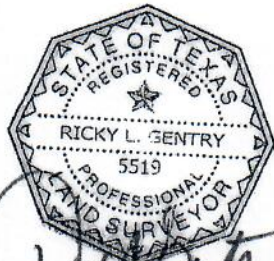
PULTE

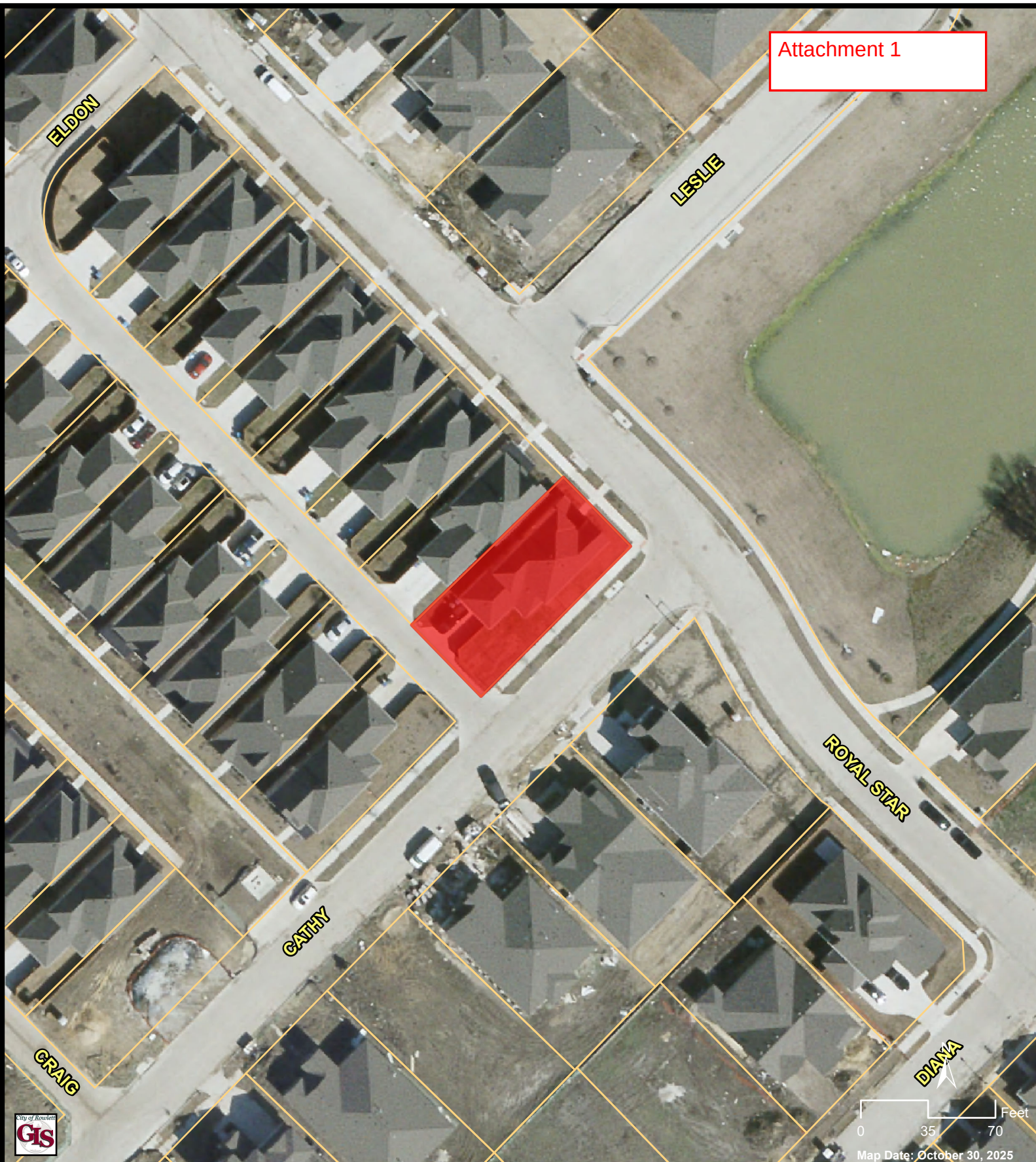


BARROW
LAND SURVEYING

Platting / Planning / Residential / Commercial

3970 SANDSHELL DRIVE
FORT WORTH, TEXAS 76137
PHONE (817) 961-0082
FAX (817) 961-0086
FIRM REGISTRATION NO. 10183700





Site



City Limits



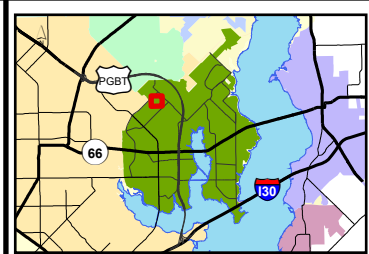
Parcels

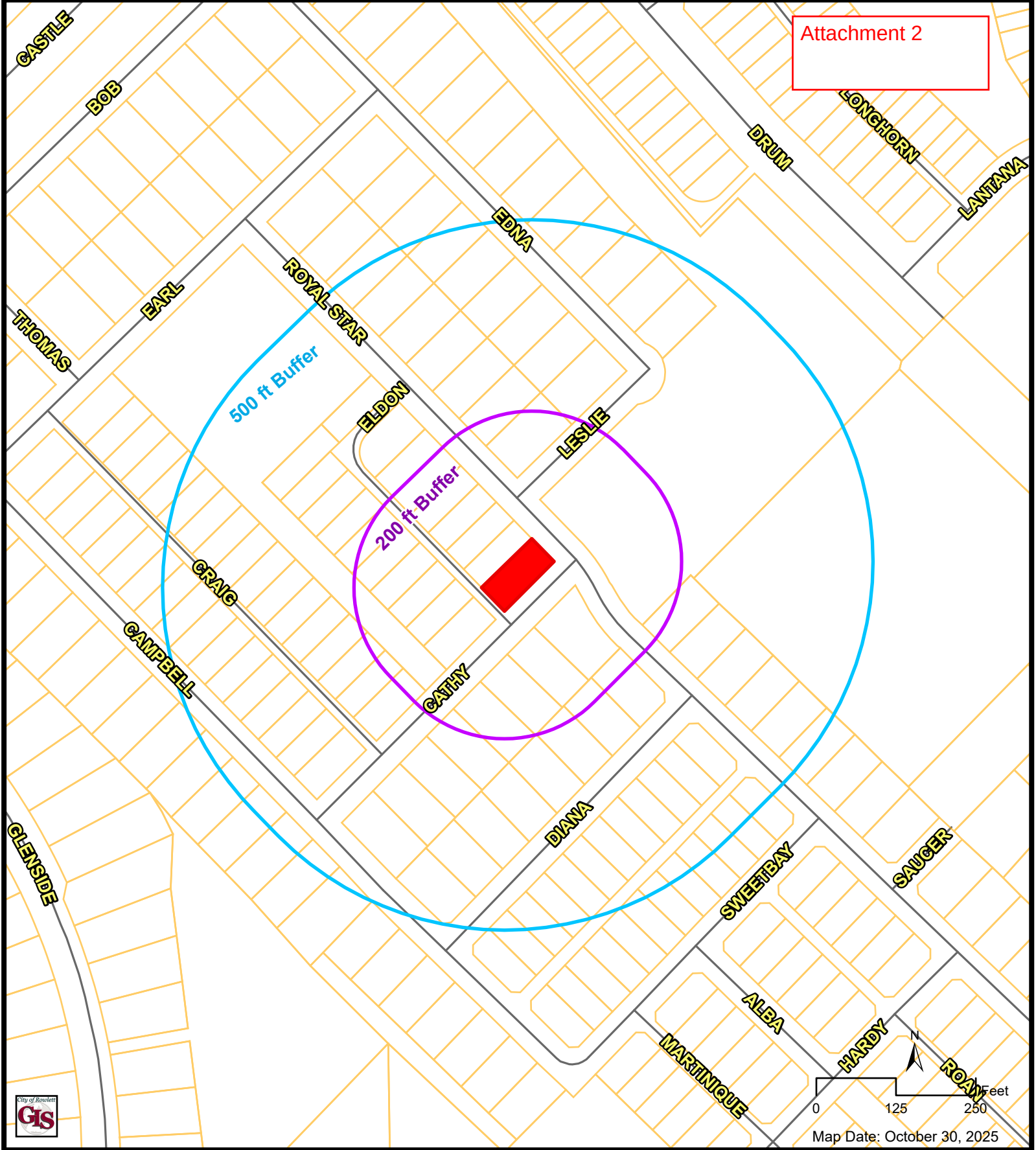


Streets

8613 Royal Star

Site Location Map

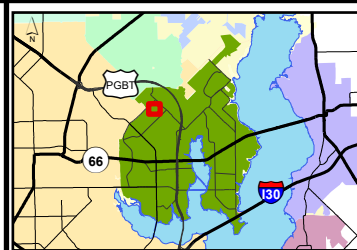


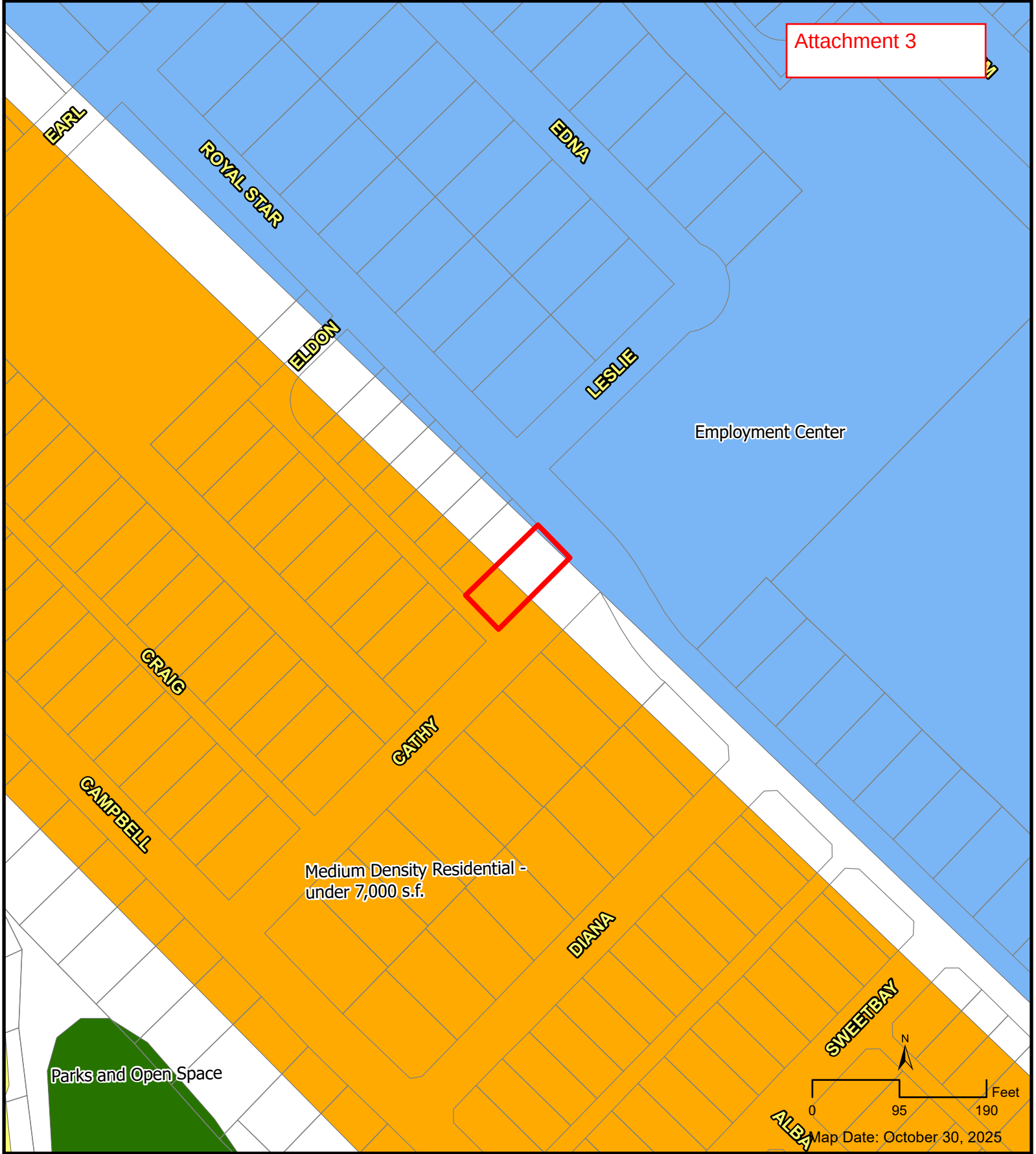


- Site
- 500 ft Buffer
- Parcels
- 200 ft Buffer
- Streets
- City Limits

8613 Royal Star

Property Notice Map





Site



Parcels



City Limits



Medium Density Residential - under 7,000 s.f.



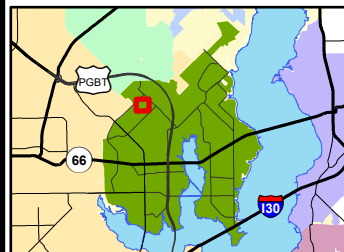
Employment Center



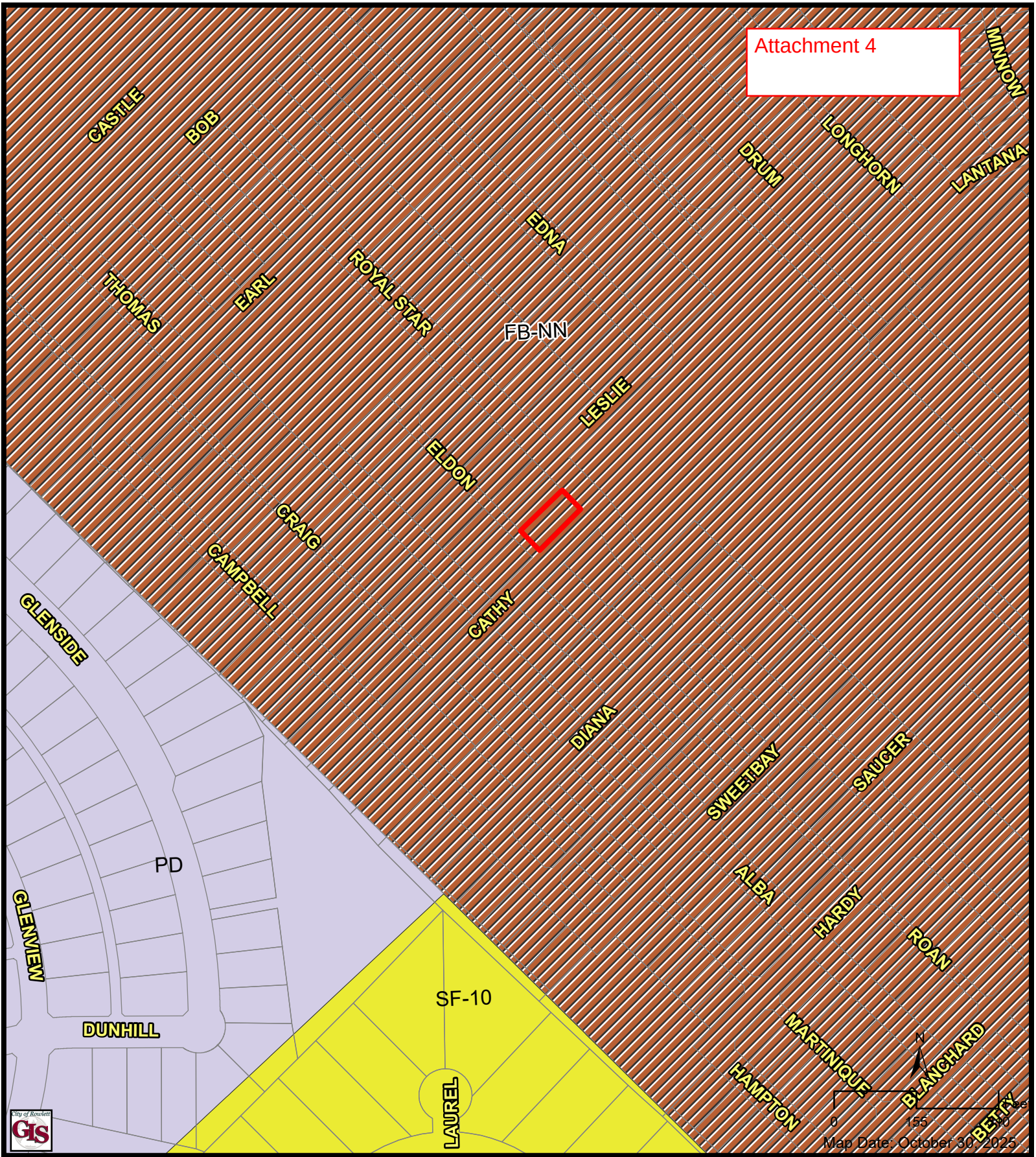
Parks and Open Space

8613 Royal Star

Existing Future
Land Use Map



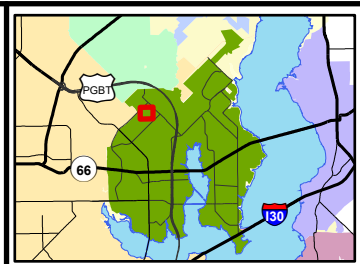
Rowlett
TEXAS



	City Limits		PD
	Site		SF-10
	Parcels		FB-NN

8613 Royal Star

Existing Zoning Map



ACCT(DCAD)	OWNER_NAME	OWNER_CITY	OWNER_STATE	OWNER_ZIPCODE	STREET_ADDRESS	OWNER_ADDRESS
440143200G0010000	NGANGA TAYLOR LYNNE & STANLEY MUCHIRI	ROWLETT	TX	750881943	3315 DIANA DR	2314 SUNRISE DR
440143200G0020000	KING JAMIE & CHARONNE	ROWLETT	TX	750891291	3311 DIANA DR	3311 DIANA DR
440143200G0030000	KRAWCZYK NICHOLAS & BARNETT FARREN	ROWLETT	TX	750891291	3307 DIANA DR	3307 DIANA DR
440143200G0040000	CHERINET SAMUEL & GEBREEGZIABHER MERON	ROWLETT	TX	750891291	3303 DIANA DR	3303 DIANA DR
440143200I0010000	CHURCHMAN MICHAEL B & PATERNOSTER LAURIE	ROCKWALL	TX	750328411	8606 ROYAL STAR RD	5538 CANADA CT
440147300C0180000	THORNTON AJA	ROWLETT	TX	750891397	8507 CRAIG MEWS	8507 CRAIG MEWS
440147300C0190000	PUNTE JUAN A & MARIA DELALUZ	ROWLETT	TX	750891397	8511 CRAIG MEWS	8511 CRAIG MEWS
440147300C0200000	ALNABULSI MOHAMMAD J & ALSALEH MARYA M	ROWLETT	TX	750891397	8515 CRAIG MEWS	8515 CRAIG MEWS
440147300C0210000	TRAN HIEP PHUOC & TRAN TRAN B	ROWLETT	TX	750891397	8519 CRAIG MEWS	8519 CRAIG MEWS
440147300C0350000	MERRITT VILLAGE HOMEOWNERS & ASSOCIATION INC	ALLEN	TX	750023351	3024 EARL TER	1024 S GREENVILLE AVE STE 230
440147300C0390000	ANZICK VICTORINE	ROWLETT	TX	750891392	8706 ELDON MEWS	8706 ELDON MEWS
440147300C0400000	MOLINA ELAINE M CARABALLO & NUNEZJIMENEZ FRANCES M	ROWLETT	TX	750891392	8702 ELDON MEWS	8702 ELDON MEWS
440147300C0410000	RAMIREZ AARON & PAMELA DUARTE	ROWLETT	TX	750891391	8628 ELDON MEWS	8628 ELDON MEWS
440147300C0420000	NGUYEN LONG BAO & TRAN CAM NHUNG THI	ROWLETT	TX	750891391	8624 ELDON MEWS	8624 ELDON MEWS
440147300C0430000	FATIMA NOVEEN & NAGEEN	ROWLETT	TX	750891391	8620 ELDON MEWS	8620 ELDON MEWS
440147300C0440000	IVY DANIEL LEE & CRYSTAL DENISE	ROWLETT	TX	750891391	8616 ELDON MEWS	8616 ELDON MEWS
440147300C0450000	MATHEW SHAWN VARUGHESE	ROWLETT	TX	750891391	8612 ELDON MEWS	8612 ELDON MEWS
440147300C0460000	HENSON MATTHEW C & ALYSSA	ROWLETT	TX	750891390	8613 ROYAL STAR RD	8613 ROYAL STAR RD
440147300C0470000	TRAN THOMAS & LAI CATALINA THAO	ROWLETT	TX	750891390	8617 ROYAL STAR RD	8617 ROYAL STAR RD
440147300C0480000	PAROL MUHAMMED & FAZAL NAZMI	ROWLETT	TX	750891390	8621 ROYAL STAR RD	8621 ROYAL STAR RD
440147300C0490000	ANWAR FAMILY TRUST	ROWLETT	TX	750891390	8625 ROYAL STAR RD	8625 ROYAL STAR RD
440147300C0500000	KADAVATHU MUHAMMED SHAREEF & SHAREEF RAHEEMA MUHAMMED	ROWLETT	TX	750891390	8629 ROYAL STAR RD	8629 ROYAL STAR RD
440147300C0510000	KUMAR MANJESH & GUPTA NEHA PRITHVINATH	ROWLETT	TX	750891393	8703 ROYAL STAR RD	8703 ROYAL STAR RD
440147300C0520000	STEVEN LE	ROWLETT	TX	750891393	8707 ROYAL STAR RD	8707 ROYAL STAR RD
440147300D0090000	KHAN MOHAMMED IQBAL & KANEER R	ROWLETT	TX	750891400	8713 EDNA PL	8713 EDNA PL
440147300D0100000	HUYNH THU	ROWLETT	TX	750891394	8700 ROYAL STAR RD	8700 ROYAL STAR RD
440147300D0110000	LEMMABABI ALEMAYEHU	ROWLETT	TX	750891394	8704 ROYAL STAR RD	8704 ROYAL STAR RD
440147300E0010000	MERRITT VILLAGE HOMEOWNERS & ASSOCIATION INC	ALLEN	TX	750023351	8926 EDNA PL	1024 S GREENVILLE AVE STE 230
440147300F0040000	CALANTAS BENEDICK SANVICTORES & KIMBERLY JANE	ROWLETT	TX	750891398	3212 CATHY CT	3212 CATHY CT
440147300F0050000	GLEIBS ANASTASIA & SIMMONS TYLER	ROWLETT	TX	750891398	3216 CATHY CT	3216 CATHY CT
440147300F0060000	TRAN KHANG D & NGUYEN PHUONG T B	ROWLETT	TX	750891398	3220 CATHY CT	3220 CATHY CT
440147300F0070000	HENDERSON LEE JR & AMIENBENOMO U	ROWLETT	TX	750891398	3224 CATHY CT	3224 CATHY CT
440147300F0080000	HUBBARD JORDAN D & MAYA L	ROWLETT	TX	750891398	3228 CATHY CT	3228 CATHY CT