

City Council Meeting Handouts

February 12, 2024

- I. Public Hearing Zoning File 23-15
- II. Public Hearing Zoning File 23-17
- III. Council Rules of Order and Procedure



RICHARDSON, TX

DEVELOPMENT SERVICES

Agenda Item 4

Zoning File 23-15

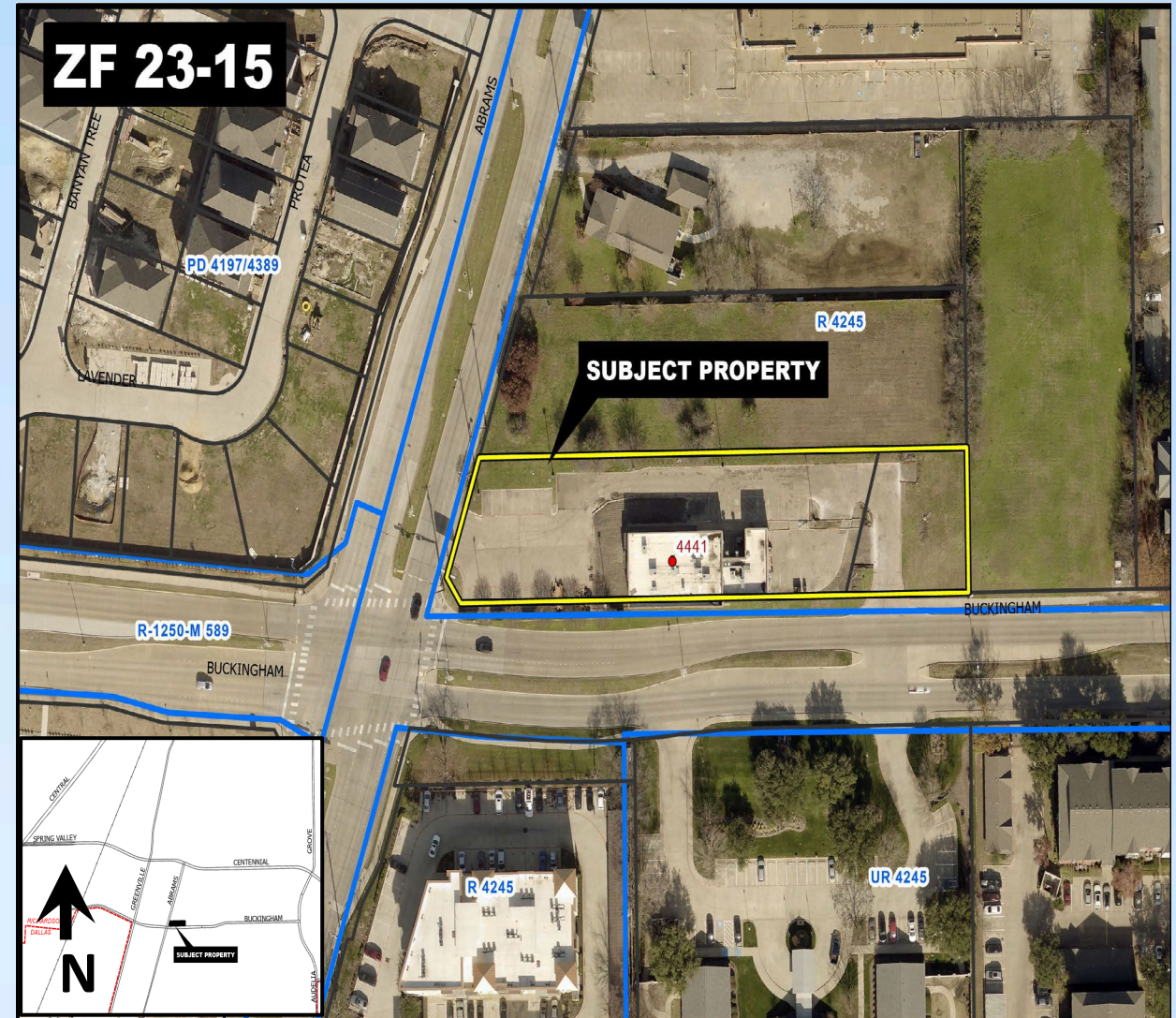
PD Planned Development – Another Time & Place

Northeast corner of Abrams Road & E. Buckingham Road



Aerial and Zoning Map

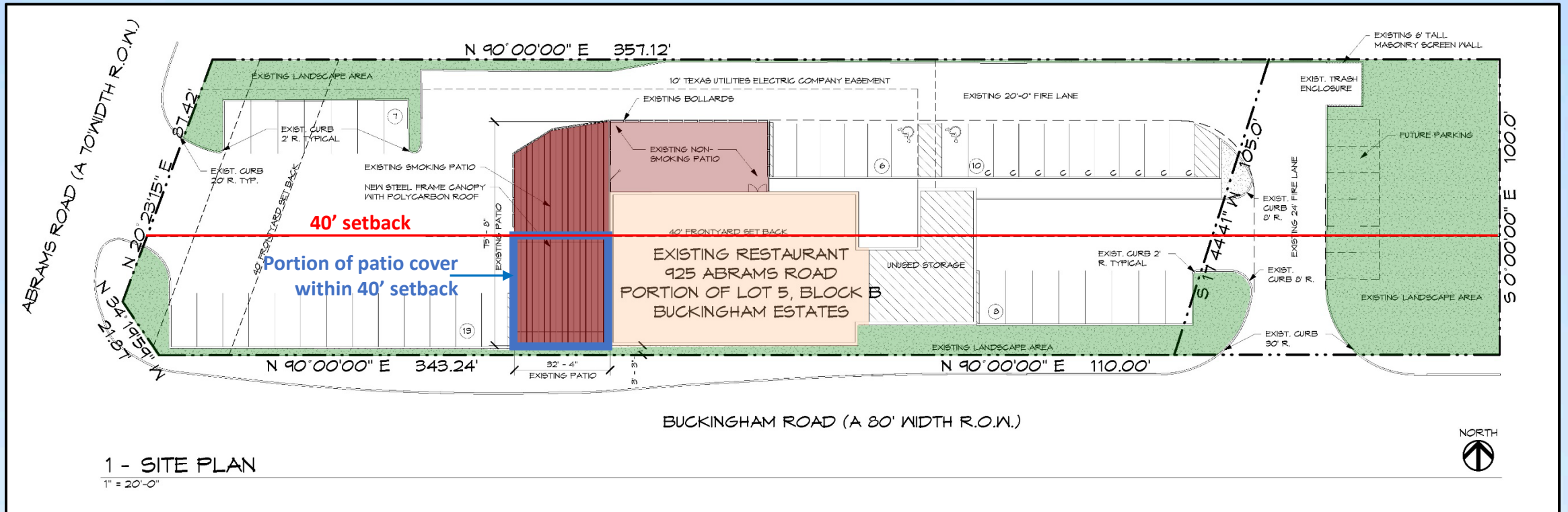
- **Location:**
 - Northeast corner of Abrams Road and Buckingham Boulevard.
- **Request:**
 - To rezone the 1.04-acre site from “R” Retail to PD Planned Development for the LR-M(1) Local Retail District and
 - Allow the proposed patio cover for the existing patio located on the west side of the building to be within the forty (40) foot front setback and be subject to a three (3) foot front setback along Buckingham Road.



Site Photo – Looking East at Existing Patio



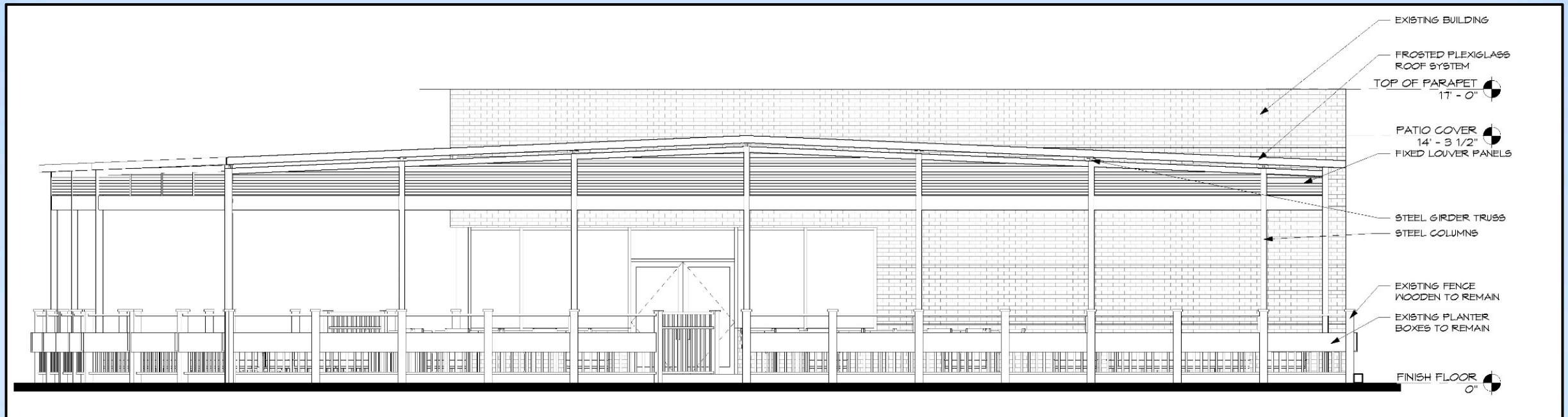
Proposed Concept Plan - Exhibit B



West Elevation – Exhibit C

Patio Cover Materials:

- Steel support structure with fixed louver panels
- Low-pitched roof with polycarbonate roof system
- Translucent plexiglass to allow light through to patio



Perspective Rendering – Exhibit D



Items to Consider

- **Comparable Proposed Zoning Districts:**

- The front setbacks of the “R” Retail District and the LR-M(1) Local Retail District are 40 feet (measured from street right-of-way line) and the allowed use are comparable.
- Proposed patio cover’s south end would align with the existing building’s south building line at 3 feet.

- **CPC Recommendation:**

- CPC voted 6-0 to recommend approval of the request as presented **but** suggested that City Council consider granting the requested 3-foot front setback to the existing building as well.
- The building encroaches into the 40-foot setback due the dedication of right-of-way for the construction of Buckingham Boulevard rendering the building non-conforming.
- Eliminates the building’s non-conforming status and thus allow the building to be reconstruction at its current location in the event of its complete destruction due to fire, the elements or other causes.

- **Council Action:**

- The City Council may approve the request as presented, approve with conditions or amended conditions, or deny the request.



RICHARDSON, TX

DEVELOPMENT SERVICES

Agenda Item 5

Zoning File 23-17

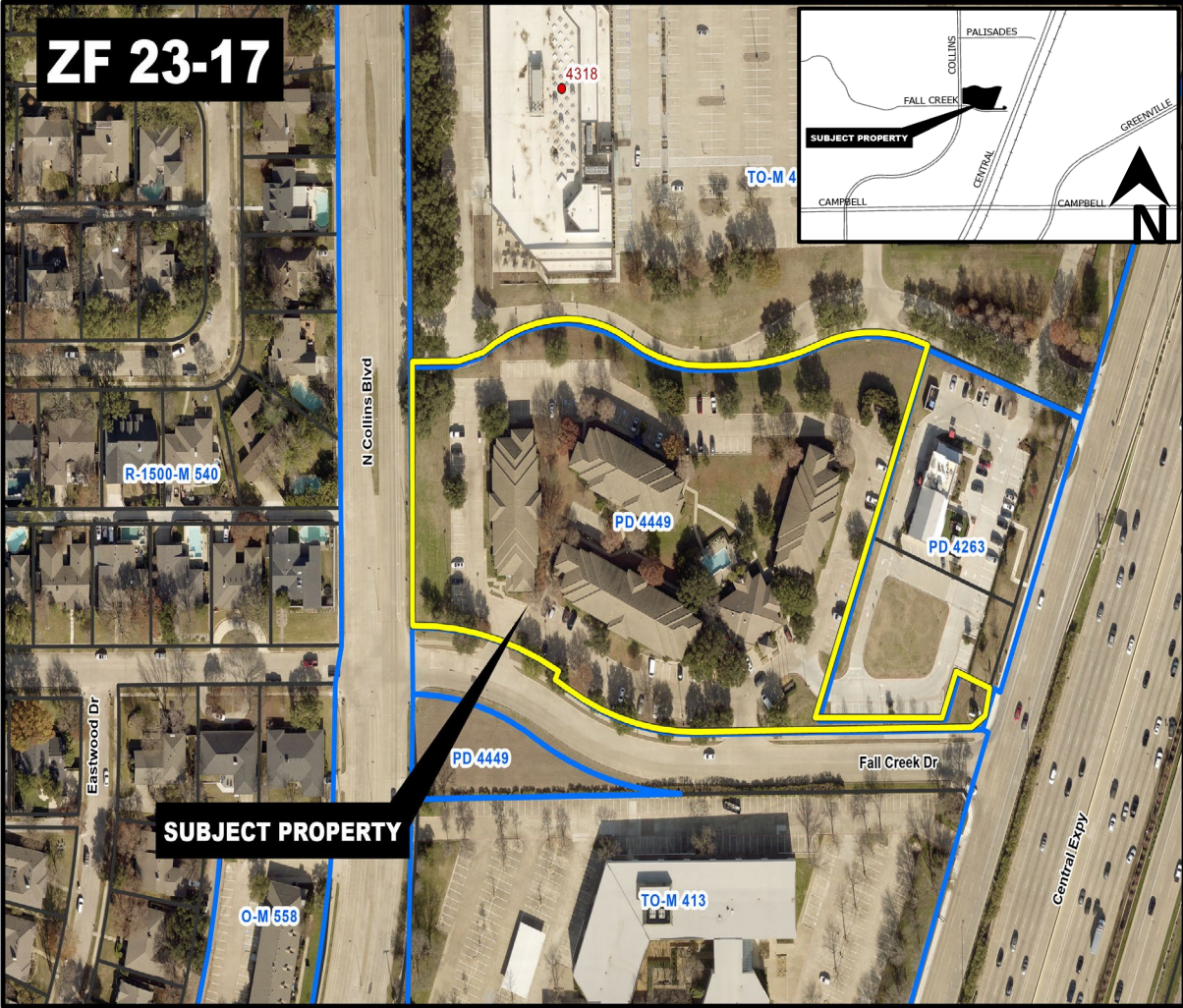
PD Planned Development – Trellis Richardson

2301 N. Central Expressway

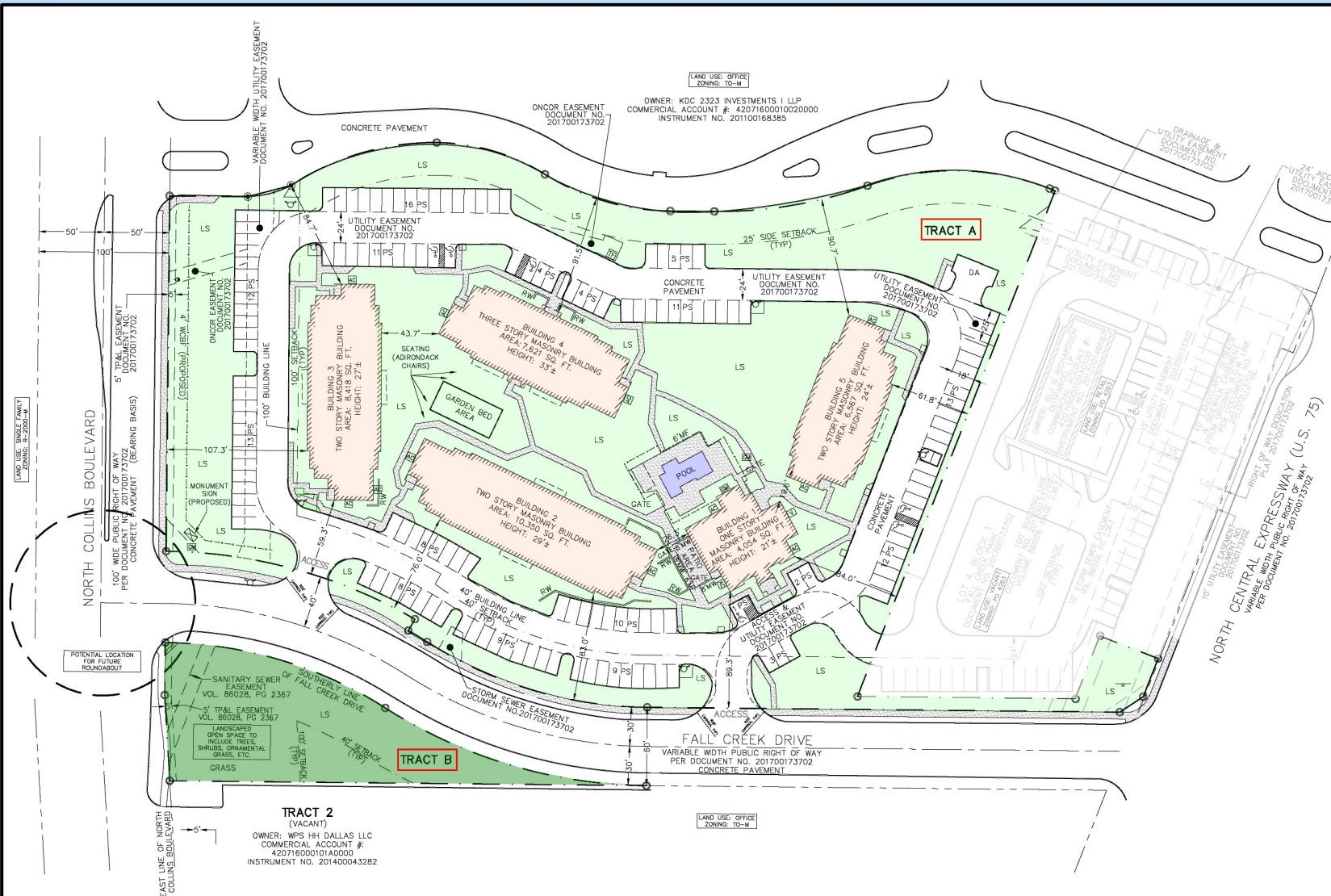


Aerial and Zoning Map

- **Location:**
 - North side of Fall Creek Drive, between Central Expressway and N. Collins Boulevard.
- **Request:**
 - Amend the PD Planned Development condition related to the minimum unit size for a studio apartment and a 1-bedroom apartment.



Approved Concept Plan - Exhibit B



PD Development Standards	
Tract Size	5.2 acres
Use	Apartments
Max. # of Units	131 units (no change proposed)
Approved Min. Unit Size	Studio: 450 s.f. 1-Bedroom: 500 s.f.
Proposed Min. Unit Size	Studio: 350 s.f. 1-Bedroom: 400 s.f.
Required Parking	1 space per unit (131)
Provided Parking	151 spaces

Items to Consider

- **Zoning and Property Ownership Timeline**
 - PD Planned Development approved in February of 2023.
 - Current property owner acquired subject property in April of 2023.
- **Issue:**
 - Limited access to the property prior to rezoning approval in February of 2023.
 - Detailed as-built plan unavailable.
 - Proposed minimum unit sizes based on building area estimates.
- **Unchanged Development Intent:**
 - A unit-by-unit conversion as presented to City Council and the Canyon Creek neighborhood.
 - Existing unit sizes are not being altered.
 - Number of apartment units remain at 131 units.
- **CPC Recommendation:**
 - CPC voted 6-0 to recommend approval of the request as presented.
- **Council Action:**
 - The City Council may approve the request as presented, approve with conditions or amended conditions, or deny the request.

City Secretary's Office

COUNCIL RULES OF ORDER AND PROCEDURE

February 12, 2024



CITY COUNCIL STRATEGIC GOAL

Document and Continuously Improve Business Processes

CITY COUNCIL TACTIC

Explore Codification of Processes in Relation to Council Appointments



DEVELOPMENT OF PROCEDURES

Considerations

- Based on Council input during Goal-setting
- City Charter
- State Law
- City of Richardson (COR) Practice/Council Policy
- Local/Common Practice

Included Features

- Codify Council Committee Appointment and Assignment Process
 - Reference Committee Governing Documents
- Clarify Method for Council Research Requests
- Define Method for Council to Request Agenda Items
- Reference Videoconference Call Policy for Remote Attendance at Council Meetings
- Codify Council Meeting Parliamentary Procedure
- Provide for Public Input while Maintaining Efficiency of Council Meetings and City Business



City Council Rules of Order and Procedure

Table of Contents

1. Authority
2. Council Meetings
3. Rules of Conduct
4. Public Hearings
5. Public Comments, Visitors Forum, and Right to Speak
6. Procedures Administration

1. AUTHORITY

SECTION	AUTHORITY
1.1 Charter	City Charter
1.2 Mayor to Act as Council Ceremonial Representative	City Charter
1.3 Council Member Participation in Community Activities	COR Practice
1.4 Council Committees, Council Member Appointments, and Assignments	COR Practice
1.5 Requests for Research or Information	Local/Common Practice

2. COUNCIL MEETINGS

SECTION	AUTHORITY
2.1 Mayor is Presiding Officer	City Charter
2.2 Establishing the City Council Meeting Agenda	Local/Common Practice
2.3 Regular Meetings	City Charter
2.4 Special Meetings	City Charter
2.5 Emergency Meetings	State Law
2.6 Executive Sessions	State Law
2.7 Videoconference Call Meetings	Council Policy/State Law
2.8 Internet and Television/Cable Broadcast of Meetings	State Law

3. RULES OF CONDUCT

SECTION	AUTHORITY
3.1 General Procedure/City Charter	City Charter
3.2 Authority of Presiding Officer	City Charter
3.3 Mayor to Facilitate Council Meetings	COR Practice
3.4 Obtaining the Floor, Order of Speakers, and Council Comments	COR Practice
3.5 Motions	COR Practice
3.6 Voting	City Charter/State Law
3.7 Non-Observance of Rules	Council Policy

4. PUBLIC HEARINGS

SECTION	AUTHORITY
4.1 General Procedure	COR Practice
4.2 Public Input at Hearings	COR Practice
4.3 Continuance of Hearings	COR Practice

5. PUBLIC COMMENTS, VISITORS FORUM, AND RIGHT TO SPEAK

SECTION	AUTHORITY
5.1 Right to Speak	State Law
5.2 Public Comments on Agenda Items	Local/Common Practice
5.3 Visitors Forum	Local/Common Practice
5.4 Public Comment Cards	COR Practice
5.5 Time Limits	Local/Common Practice
5.6 Repetitious Comments/Designation of Spokesperson	COR Practice
5.7 Display and Distribution of Materials at Council Meetings	COR Practice
5.8 No City Council Deliberation	State Law
5.9 Waiver of Rules	Council Policy
5.10 Non-Exclusive Rules	Council Policy

6. PROCEDURES ADMINISTRATION

SECTION	AUTHORITY
6.1 Biennial Review of City Council Rules of Order and Procedure	Council Policy
6.2 Adherence to Procedures	COR Practice
6.3 City Attorney as Procedure Advisor	Council Policy

Next Steps

- Council Questions
- Receive Council Input
- Feb 26 - Consider Resolution Adopting Rules of Order and Procedure