

John Mounce, Mayor Pro Tem  
Tomas Mendoza, Councilmember  
Chrissa Hartle, Councilmember



James Clark, Councilmember

**Elizabeth Woodall, Mayor**

**CITY OF JUSTIN  
CITY COUNCIL AGENDA  
MARCH 28, 2023  
415 N. COLLEGE AVE.  
6:00 P.M.**

**CALL TO ORDER**

Convene into Session:  
Invocation and Pledge of Allegiance  
American Flag

Texas Flag: *“Honor the Texas Flag; I pledge allegiance to  
thee, Texas, one state, under God, one and indivisible”*

**EVENTS**

April 10 – Spring Business Roundtable  
April 13 – Volunteer Appreciation Event  
April 15 – Spring Cleanup Event  
April 20 – Coffee with a Cop  
April 24 – Early Voting Begins  
April 26 – Library Story Time with the Mayor

**PUBLIC COMMENT**

In order to expedite the flow of business and to provide all citizens the opportunity to speak, the mayor may impose a three-minute limitation on any person addressing the Council. The Texas Open Meetings Act prohibits the City Council from discussing issues, which the public have not been given a seventy-two (72) hour notice. Issues raised may be referred to City staff for research and/or placed on a future agenda.

**MAYORAL UPDATE AND PRESENTATION**

**CONSENT AGENDA**

**Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration**

1. Consider approval of Resolution 601-23 adopting the Denton County Hazard Mitigation Plan.

2. *(Second Reading)* Ordinance 747-23 to consider the adoption of the City of Justin Comprehensive Plan.
3. *(Second Reading)* Ordinance 748-23 to consider a Specific Use Permit for a Temporary Batch Plant at Reatta Ridge Ph 3 & 5 legally described as REATTA RIDGE PH 4 BLK 1 LOT 1(W PT) and REATTA RIDGE ADDN BLK 2 LOT 1 ACRES 28.0670.
4. *(Second Reading)* Ordinance 749-23 to consider an amendment to the existing Planned-Development (GB-PD 724) to allow wall signage for Justin Self-Storage legally described as A0207A F.B. BORDEN, TR 8G(PT), 2.725 ACRES addressed as 103 HARDEMAN BLVD. (This item has been withdrawn).
5. Consider an amendment to the Code of Ethics to comply with the Home Rule Charter.

### **ITEMS PULLED FROM CONSENT AGENDA**

### **WORKSHOP ITEMS**

6. Discussion regarding a License Plate Reader Policy.
7. Discuss departmental reporting and expectations.
8. Discussion regarding the creation of and membership to the City of Justin Board of Ethics.

### **CONSIDER AND POSSIBLE ACTION ITEMS**

9. Consider Resolution 600-23 authorizing the Interim City Manager to work with the Justin Heritage Foundation, authorizing the Interim City Manager to approve protective measures related to the Gaston House and affirming approval of previous protective measures/actions by the Interim City Manager.

### **EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

- Under Section 551.071, to conduct private consultation with the City Attorney regarding:
  - Preserve Development Agreement
  - City of Justin/Town of Northlake Interlocal Cooperative Agreement for Wastewater Improvements
- Under Section 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:
  - City Manager

- City Attorney

Convene into executive session.

Adjourn into open meeting.

10. Discuss, consider, and act on items discussed in Executive Session.

## **FUTURE AGENDA ITEMS**

## **ADJOURN**

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Council of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official bulletin board at Justin Municipal Complex, 415 North College Street, Justin, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 24<sup>th</sup> day of March, 2023 by 5:00 p.m., at least 72 hours preceding the scheduled meeting time.

*Abbey Reece*

Abbey Reece, Assistant City Manager

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 1

Title: Consider approval of Resolution 601-23 adopting the Denton County Hazard Mitigation Plan.

Department: Administration

Contact: Interim City Manager, Jarrod Greenwood

Recommendation: Approve resolution as presented.

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Background: The Denton County Hazard Mitigation Plan is Approvable Pending Adoption (APA) by FEMA. The HMAP Update provided an opportunity for the County to evaluate successful mitigation actions and explore opportunities to avoid future disaster loss. This is a multi-jurisdictional plan. The next step is for the county and participating jurisdictions to adopt the plan by resolution.

Link to the APA Public

Copy: <https://www.dropbox.com/s/bifn1qt24xfxu3y/2023%20Denton%20County%20HMAP%20-%20APA%20PUBLIC%20COPY-%2003.22.2023.pdf?dl=0>

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City Attorney Review: Yes

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Attachments:

1. Resolution 601-23



## **RESOLUTION NO. 601-23**

### **A RESOLUTION OF THE CITY OF JUSTIN CITY COUNCIL APPROVING DENTON COUNTY'S HAZARD MITIGATION PLAN.**

**WHEREAS**, natural hazards in the City of Justin area historically have caused significant disasters with losses of life and property and natural resources damage; and

**WHEREAS**, the Federal Disaster Mitigation Act of 2000 and Federal Emergency Management Agency (FEMA) require communities to adopt a hazard mitigation action plan to be eligible for the full range of pre-disaster and post-disaster federal funding for mitigation purposes; and

**WHEREAS**, FEMA requires that communities update hazard mitigation action plans every five years in order to be eligible for the full range of pre-disaster and post-disaster federal funding for mitigation purposes; and

**WHEREAS**, the City of Justin has assessed the community's potential risks and hazards and is committed to planning for a sustainable community and reducing the long-term consequences of natural and man-caused hazards; and

**WHEREAS**, the Denton County Hazard Mitigation Plan outlines a mitigation vision, goals and objectives; assesses risk from a range of hazards; and identifies risk reduction strategies and actions for hazards that threaten the community.

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

**SECTION 1.** The Denton County Hazard Mitigation Plan is approved in its entirety;

**SECTION 2.** The City of Justin will pursue available funding opportunities for implementation of the proposals designated therein, and will, upon receipt of such funding or other necessary resources, seek to implement the actions contained in the mitigation strategies;

**SECTION 4.** The City of Justin vests with the Mayor the responsibility, authority, and means to inform all parties of this action; assure that the Hazard Mitigation Plan will be reviewed at least annually; and that any needed adjustments will be presented to the City Council for consideration; and.

**SECTION 5.** The City of Justin to take such other action as may be reasonably necessary to carry out the objectives of the Plan and report on progress as required by FEMA and the Texas Division of Emergency Management (TDEM).

**DULY PASSED** by the City Council of the City of Justin, Texas, on the 28<sup>th</sup> day of March, 2023.

**APPROVED:**

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Elizabeth Woodall, Mayor

ATTEST:

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Brittany Andrews, City Secretary

APPROVED AS TO FORM:

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Matthew Butler, City Attorney

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 2

Title:(Second Reading) Ordinance 747-23 to consider the adoption of the City of Justin Comprehensive Plan.

Department: Development Services

Contact: Director of Planning and Development, Matt Cyr

Recommendation: Staff recommends approval

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Background:

Staff has worked with Place Strategies over the last 9 months on the Comprehensive Plan for the City. The Comprehensive Plan provides an Open Space and Parks Plan, a Mobility Plan, an Active Transportation Plan, and an Experience Districts Plan.

Staff held two open houses last year that had approximately 80 attendees. In these open houses, Staff and the Consultants provided illustrations where residents could provide comments. Place Strategies also set-up a website where residents could interact with the map and provide comments for future growth/uses. The website received approximately over 90 responses with huge surges after each open house.

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P&Z Commission: The Planning and Zoning Commission unanimously recommended approval on February 21, 2023.

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City Attorney Review: N/A

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Attachments:

1. PZ Staff Report
2. Proposed Comprehensive Plan

**ORDINANCE NO. 747-23**

**AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS, ADOPTING A COMPREHENSIVE PLAN FOR THE CITY; PROVIDING THAT THE ADOPTED COMPREHENSIVE PLAN SHALL SUPERSEDE AND REPLACE ANY COMPREHENSIVE PLAN PREVIOUSLY ADOPTED; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Justin, Texas, is a home rule city acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City of Justin ("City") City Charter provides in Section 5.05 – Comprehensive Plan that the plan shall contain "recommendations for growth, development and beautification of the city"; and

**WHEREAS**, the current Future Land Use Plan and Master Thoroughfare Plan of the City was approved by the City Council in 2017; and

**WHEREAS**, the Planning and Zoning Commission of the City of Justin (the "Commission"), in compliance with the laws of the State of Texas, gave the requisite notices by publication and otherwise, and held public hearings and afforded full and fair hearings to all property owners generally and to all persons interested in this regard; and

**WHEREAS**, Section 213.003 of the Local Government Code provides that a comprehensive plan may be amended or adopted by ordinance following (a) a hearing at which the public is given the opportunity to give testimony and present written evidence; and (b) review by the municipality's planning commission, and each of the foregoing items has been satisfied in connection with the amended comprehensive plan and the adoption of it by this Ordinance; and

**WHEREAS**, the adoption of the comprehensive plan by this Ordinance, attached hereto, will promote the sound development of the City and is in the best interests of and will promote the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS:**

**Section 1. Incorporation of Premises.** That all of the above recitals are found to be true and correct and are incorporated into the body of this ordinance as if fully set forth herein.

**Section 2.** That the Comprehensive Plan of Justin, Texas, Denton County, is adopted as further described in “Exhibit A”.

**Section 3. Applicable Regulations/Zoning Ordinance and Zoning Map Amended.** Development and use of the property shall follow this ordinance, including all Exhibits thereto as amended hereby, the Code of Ordinances of the City of Justin, Texas, and all applicable state and federal law.

**Section 4. Cumulative/Repealer Clause.** This ordinance shall be cumulative of all provisions of state or federal law and all ordinances of the City of Justin, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such other ordinances, in which event the conflicting provisions of such ordinances are hereby repealed to the extent of such conflict.

**Section 5. Severability Clause.** If any word, section, article, phrase, paragraph, sentence, clause or portion of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect for any reason, the validity of the remaining portions of this ordinance, or the Comprehensive Zoning Ordinance, Chapter 52 of the City of Justin Code of Ordinances, and the remaining portions shall remain in full force and effect.

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

PASSED ON THE FIRST READING BY THE CITY COUNCIL ON THE 14th DAY OF MARCH 2023.

PASSED ON SECOND READING BY THE CITY COUNCIL ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Elizabeth Woodall, Mayor

ATTEST:

\_\_\_\_\_  
Brittany Andrews, City Secretary

Approved as to form:

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City Attorney

**EXHIBIT A**

*[attach Comprehensive Plan]*





City Council Meeting

March 14, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: 3

Title: (Second Reading) Ordinance 748-23 to consider a Specific Use Permit for a Temporary Batch Plant at Reatta Ridge Ph 3 & 5 legally described as REATTA RIDGE PH 4 BLK 1 LOT 1(W PT) and REATTA RIDGE ADDN BLK 2 LOT 1 ACRES 28.0670.

Department: Development

Contact: Director of Planning and Development, Matt Cyr

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Staff Recommendation: Staff recommends consideration based on the request.

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Background:

The Applicant is requesting to a temporary batch plant to mitigate construction traffic to the site. The applicant will have at least an 800 foot setback from the nearest residential use and will also have dust control equipment onsite. The estimated timeframe to start construction would be at the end of March, with operations to be completed within three weeks from then (estimated completion is at the end of April).

In July of 2022, City Council adopted a new ordinance governing all temporary batch plant. This ordinance contains several conditions for operation:

1. An 18-inch mound around the perimeter of the batch plant.
2. A two-foot silt wall placed around the site.
3. A water truck mitigating dust as needed or requested by the city.
4. Construction zone signage on any collector or thoroughfare road. Placement shall be determined by the public works director.
5. A 500-foot minimum setback from any existing residential uses.

The Applicant does and will comply with all of these provisions before construction starts if granted the Specific Use Permit.

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City Attorney Review: N/A

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Attachments:

1. Map
2. Supporting Documentation

## PLANNING & ZONING COMMISSION MEETING

Staff Report  
February 21, 2023

**STAFF CONTACT:** Matt Cyr, Director of Planning and Development Services

**PROJECT:** Consider and act upon a recommendation to City Council for a Specific Use Permit for a Temporary Batch Plant at Reatta Ridge Ph 3 & 5 legally described as REATTA RIDGE PH 4 BLK 1 LOT 1(W PT) and REATTA RIDGE ADDN BLK 2 LOT 1 ACRES 28.0670

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**APPLICANT:** Conatser Construction, Jeremiah Patton.

**EXECUTIVE  
SUMMARY:**

The Applicant is requesting to a temporary batch plant to mitigate construction traffic to the site. The applicant will have at least an 800 foot setback from the nearest residential use and will also have dust control equipment onsite. The estimated timeframe to start construction would be at the end of March, with operations to be completed within three weeks from then (estimated completion is at the end of April).

**DETAILS:** In July of 2022, City Council adopted a new ordinance governing all temporary batch plant. This ordinance contains several conditions for operation:

1. An 18-inch mound around the perimeter of the batch plant.
2. A two-foot silt wall placed around the site.
3. A water truck mitigating dust as needed or requested by the city.
4. Construction zone signage on any collector or thoroughfare road. Placement shall be determined by the public works director.
5. A 500-foot minimum setback from any existing residential uses.

The Applicant does and will comply with all of these provisions before construction starts if granted the Specific Use Permit.

**ACTION CONSIDERED:**

- 1) Make a recommendation to City Council to approve, approve with conditions, table with clarification and intent or deny.

**STAFF RECOMMENDATION:**

Staff recommends consideration of the request.

**ATTACHMENTS:**



(A) Map

(B) Supporting Documentation





## SELECT APPLICATION TYPE

☐ Zoning Change

☒ Special Use Permit

☐ Planned Development

## DEVELOPMENT

Project Address 9816 Boss Range Rd  
Project Name Reatta Ridge ph3 & 5  
Legal Description Reatta Ridge ph3 & 5 Acreage \_\_\_\_\_  
Current Zoning N/A Proposed Zoning N/A  
Current Use PD development w/ SF-2 Base Zoning Proposed Use Temp Batch Plant (Concrete)

## OWNER INFORMATION

Company/Name hennar  
Contact Name John Olvera  
Address 1707 Market Place Blvd City Irving State Tx Zip 75063  
Phone 469-587-5279 Email John.Olvera@hennar.com

For additional owners, please include additional copies of this page. The property owner MUST sign the application or submit a notarized letter of authorization.

## REPRESENTATIVE/AGENT INFORMATION

Company Conatser Construction Contact Name Jeremiah Patton  
Address 5327 Wichita St City Fort Worth State Tx Zip 76119  
Phone 817-825-3942 Email jp@conatserconstruction.com

## CERTIFICATION

I certify that the above information is correct and complete to the best of my acknowledge and ability, and that I will be fully prepared to present the proposal at a Planning and Zoning Commission and City Council public hearing. I reserve the right to withdraw this proposal at any time by filing a written request with the Development Services Department.

  
Owner Signature

2-8-23  
Date

John Olvera  
Owner Name (Print)

  
Agent Signature

2/8/23  
Date

Jeremiah Patton  
Agent Name (Print)







# Reatta Plant Site

## Legend

- Admix
- Batch Office
- Batch Plant / Dust Collector
- Cement Pigs
- Cement Silo
- Generator
- Material Stackers
- Material Stockpiles
- Plant Boundary



CREATTA RIDGE PHASE 3 & 5  
JUSTIN, TEXAS

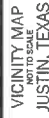
LOTS 12-23, 24X, 25-26, BLOCK F

LOTS 7-19, BLOCK H; LOTS 31-49, BLOCK I

LOTS 1-64, BLOCK Q; LOTS 1-18, BLOCK R

LOTS 1-12, BLOCK S; LOTS 1X, 2-9 & 10X BLOCK T

LOTS 1-14, BLOCK U; LOTS 1-54, BLOCK V; LOT 1X, BLOCK W  
& LOT 1X, BLOCK X



JUSTIN  
— 1887 —

IN  
JUSTIN, TEXAS  
DENTON COUNTY

CONSTRUCTION SET  
DECEMBER 2021

Know what's below.

Know what's below.  
Call before you dig.  
(@ least 48 hours prior to digging)

NOTE: INFORMATION ON THIS SHEET AND OTHER SHEETS THROUGHOUT THIS PLAN SET IS PART OF A LIMITED DESIGN. THE CONTRACTOR SHALL NOT SEPARATE DRAWINGS FROM THE SET FOR DISTRIBUTION TO SPECIFIC DISCIPLINES. EACH SUBCONTRACTOR SHALL BE PROVIDED WITH ALL SHEETS WITHIN THIS PLAN SET.

CONTACT: REMINGTON C. WHEAT, P.E.

Sheet Number	Sheet Title
C-1	COVER SHEET
C-2	FRAIL PLAN
C-2.1	OVERALL PAVING PLAN
C-2.2	PAVING PLAN - DRIVE DRIVE 8-0-0 TO 7-4-0
C-2.3	PAVING PLAN - WALKERSON LINE 7-4-0 TO END
C-2.4	PAVING PLAN - LIVING TRAIL 7-4-0 TO 7-4-0
C-2.5	PAVING PLAN - LIVING TRAIL 7-4-0 TO 14-0-0
C-2.6	PAVING PLAN - LIVING TRAIL 14-0-0 TO END
C-2.7	PAVING PLAN - SAGUITA TRAIL 7-4-0 TO 14-0-0
C-2.8	PAVING PLAN - SAGUITA TRAIL 14-0-0 TO 14-0-0
C-2.9	PAVING PLAN - NORTH HORN TRAIL 7-4-0 TO 7-4-0
C-2.10	PAVING PLAN - NORTH HORN TRAIL 7-4-0 TO 14-0-0
C-2.11	PAVING PLAN - LONG STAR DRIVE 7-4-0 TO 14-0-0
C-2.12	PAVING PLAN - LONG STAR DRIVE 14-0-0 TO 14-0-0
C-2.13	PAVING PLAN - LONG STAR DRIVE 14-0-0 TO 14-0-0
C-2.14	PAVING PLAN - TEXAS TRAIL 8-4-0 TO END
C-2.15	PAVING PLAN - TEXAS TRAIL 8-4-0 TO 14-0-0
C-2.16	PAVING PLAN - DRIVE DRIVE 8-0-0 TO 7-4-0
C-2.17	PAVING PLAN - RIDGE DRIVE 7-4-0 TO 14-0-0
C-2.18	PAVING PLAN - RIDGE DRIVE 14-0-0 TO 14-0-0
C-2.19	OVERALL BRIDGES PLAN
C-3	OVERALL BRIDGES PLAN
C-3.1	GRADING PLAN - 1 OF 4
C-3.2	GRADING PLAN - 2 OF 4
C-3.3	GRADING PLAN - 3 OF 4
C-3.4	GRADING PLAN - 4 OF 4
C-3.5	GRADING PLAN - 5 OF 4
C-3.6	GRADING PLAN - 6 OF 4
C-3.7	RETAINING WALL PLAN - 1 OF 4
C-3.8	RETAINING WALL PLAN - 2 OF 4
C-3.9	RETAINING WALL PLAN - 3 OF 4
C-3.10	RETAINING WALL PLAN - 4 OF 4
C-4	PROPOSED DRAINAGE AREA MAP
C-4.1	PROPOSED DRAINAGE AREA MAP
C-4.2	PROPOSED DRAINAGE AREA MAP
C-4.3	DRAINAGE CALCULATIONS - 1 OF 4
C-4.4	DRAINAGE CALCULATIONS - 2 OF 4
C-4.5	DRAINAGE CALCULATIONS - 3 OF 4
C-4.6	DRAINAGE CALCULATIONS - 4 OF 4
C-4.7	OVERALL STORM DRAIN PLAN
C-4.8	STORM DRAIN PLAN - 1 OF 4
C-4.9	STORM DRAIN PLAN - 2 OF 4
C-4.10	STORM DRAIN PLAN - 3 OF 4
C-4.11	STORM DRAIN PLAN - 4 OF 4
C-4.12	STORM DRAIN PROFILES
C-4.13	STORM DRAIN PROFILES
C-4.14	STORM DRAIN PROFILES
C-4.15	STORM DRAIN PROFILES
C-4.16	STORM DRAIN PROFILES
C-4.17	STORM DRAIN PROFILES
C-4.18	STORM DRAIN PROFILES
C-4.19	STORM DRAIN PROFILES
C-4.20	STORM DRAIN PROFILES
C-4.21	STORM DRAIN PROFILES
C-4.22	STORM DRAIN PROFILES
C-5	OVERALL WATER PLAN
C-5.1	WATER PLAN - 1 OF 4

[illegible]

126-21-002



OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SHELTON, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2011 VOTED AFFIRMATIVELY TO APPROVE THIS FINAL PLAN."

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
VICE PRESIDENT

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Engineer

LOTS 12- 23, 24X, 25- 26, BLOCK F  
LOTS 7 -19, BLOCK H; LOTS 31 - 49, BLOCK I  
LOTS 1 - 64, BLOCK Q; LOTS 1 - 18, BLOCK R  
LOTS 1 - 12, BLOCK S; LOTS 1X, 2 - 9 & 10X, BLOCK T  
1 - 14, BLOCK U; LOTS 1 - 54, BLOCK V; LOT 1X, BLOCK W  
& LOT 1X, BLOCK X

ING A REPLAY OF A PORTION OF LOT 1, BLOCK 1, BEATTA RIDGE  
ADDITION, AS RECORDED IN CABINET U, PAGE 952, PLAT RECORDS,  
DENTON COUNTY, TEXAS, AND  
A PORTION OF LOT 1, BLOCK 2, BEATTA RIDGE ADDITION, AS  
RECORDED IN CABINET R, PAGE 319, PLAT RECORDS, DENTON COUNTY,  
TEXAS, AS A PORTION OF RIGHT-OF-WAY, AS RECORDED IN CABINET T,  
PAGE 260, PLAT RECORDS, DENTON COUNTY, TEXAS

TOTAL AREA: \$9,227 ACRES

216 - RESIDENTIAL LOTS / 5 - OPEN SPACE LOTS

F JUSTIN, DENTON COUNTY, TEXAS  
DEN SURVEY, ABSTRACT NO. 207 AND  
POLK SURVEY, ABSTRACT NO. 993  
SHEET 1 OF 2

**OWNER:**  
PARROW DEVELOPMENT, LLC  
O.BOX 2283  
MANSFIELD, TEXAS 76063  
PHONE: 214-871-3339  
MAIL: GRA-SO@SWBELL.NET



LOT 24X  
BLOCK F  
LOT 14  
LOT 13  
LOT 12  
100' WIDE  
Belted Land  
LONE STAR DRIVE  
50' RIGHT-OF-WAY  
NORTH STAR TRACT



**PREFACE**

This I, Richard Dean, a registered Professional Land Surveyor at the State of Texas do hereby certify that I have prepared this plat from an actual trip on the ground survey of the land, and the measurements shown herein were found or taken under my personal supervision in accordance with the existing rules and regulations of the City of Austin, Texas.

Dated \_\_\_\_\_

\_\_\_\_\_  
Richard Dean  
Professional Land Surveyor No. \_\_\_\_\_  
State of Texas

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[illegible][illegible]

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_  
I, \_\_\_\_\_, County Clerk, do hereby certify that the foregoing is a true and correct copy of the original as the same appears from the records of the County of \_\_\_\_\_, State of Texas, in and to which said original is on file and record.

WITNESS MY hand and the seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
County Clerk

ATTEST:  
\_\_\_\_\_  
Commissioner

EX-117 (Rev. 4-2016)

NOTORIO DEVELOPMENT, L.L.C. a Texas limited liability company

[illegible][illegible]

I hereby certify that the information herein is true and correct to the best of my knowledge and belief.  
 \_\_\_\_\_  
 Notary Public in and for Dallas County  
 My Commission Expires: \_\_\_\_\_  
 My Commission Number: \_\_\_\_\_

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UNIVERSITY OF CALIFORNIA, BERKELEY, CA 94720-1987

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My Commission Expires: \_\_\_\_\_  
STATE OF TEXAS  
COUNTY OF \_\_\_\_\_  
I, \_\_\_\_\_, County Clerk of said County, do hereby certify that the within and foregoing is a true and correct copy of the original as the same appears in the records of said County.  
WITNESS MY HAND AND SEAL OF OFFICE, this \_\_\_\_\_ day of \_\_\_\_\_, 2005.  
COUNTY CLERK

THE ABOVE INFORMATION IS BASED ON PUBLIC RECORDS OF THE COUNTY OF LOS ANGELES, CALIFORNIA, AND IS NOT GUARANTEED TO BE COMPLETE OR ACCURATE. THE INFORMATION IS PROVIDED FOR YOUR INFORMATION ONLY AND SHOULD NOT BE USED FOR ANY OTHER PURPOSE. THE INFORMATION IS NOT TO BE USED FOR ANY OTHER PURPOSE.

[illegible][illegible]

# BANNISTER

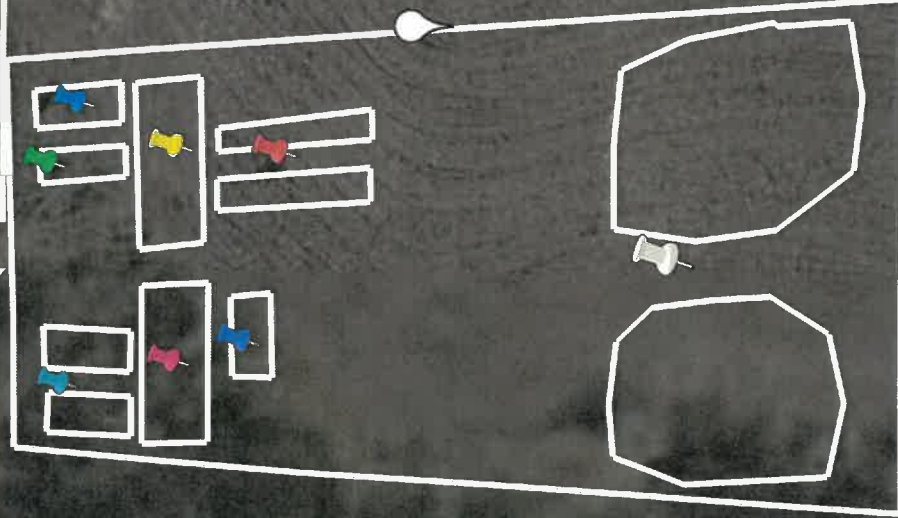
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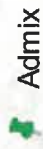
# Reatta Plant Site

## Legend

- Admix
- Batch Office
- Batch Plant / Dust Collector
- Cement Pigs
- Cement Silo
- Generator
- Material Stackers
- Material Stockpiles
- Plant Boundary



## Reatta Plant Site



Batch Office

## Cement Pigs

## Generator

## Material Stockpiles

☐ Plant Boundary

500 ft





# CIVIL CONSTRUCTION PLANS FOR REATTA RIDGE PHASE 3 & 5

LOTS 12-23, 24X, 25-26, BLOCK F  
LOTS 7-19, BLOCK H; LOTS 31-49, BLOCK I  
LOTS 1-64, BLOCK Q; LOTS 1-18, BLOCK R  
LOTS 1-12, BLOCK S; LOTS 1X, 2-9 & 10X, BLOCK T  
LOTS 1-14, BLOCK U; LOTS 1-54, BLOCK V; LOT 1X, BLOCK W  
& LOT 1X, BLOCK X



VICINITY MAP  
NOT TO SCALE  
JUSTIN, TEXAS

IN  
JUSTIN, TEXAS  
DENTON COUNTY



Know what's below.  
Call before you dig.  
(@ least 48 hours prior to digging)

DEVELOPER:  
CONTACT: JACOB L. DANSON  
3554 FAIRMONT STREET  
DALLAS, TX 75213  
214-371-3339

PREPARED BY:

**BANNISTER**  
ENGINEERING  
240 N. Richard Road | Housfield, TX 76063 | 817.942.2954 fax  
REGISTRATION # F-15599 (TDA3)

CONTACT: REMINGTON C. WHEAT, P.E.

Sheet Number	Sheet Title
--	COVER SHEET
C-1	FINAL PLAN
C-1.1	GENERAL NOTES
C-1.2	OVERALL PAVING PLAN
C-1.3	PAVING PLAN - WILKERSON LANE 0+00 TO 7+00
C-1.4	PAVING PLAN - WILKERSON LANE 7+00 TO 14+00
C-1.5	PAVING PLAN - LIVING TRAIL 0+00 TO 7+00
C-1.6	PAVING PLAN - LIVING TRAIL 7+00 TO 14+00
C-1.7	PAVING PLAN - LIVING TRAIL 14+00 TO 21+00
C-1.8	PAVING PLAN - LIVING TRAIL 21+00 TO 28+00
C-1.9	PAVING PLAN - SANGRIA TRAIL 0+00 TO 7+00
C-1.10	PAVING PLAN - SANGRIA TRAIL 7+00 TO 14+00
C-1.11	PAVING PLAN - LONE STAR DRIVE 0+00 TO 7+00
C-1.12	PAVING PLAN - LONE STAR DRIVE 7+00 TO 14+00
C-1.13	PAVING PLAN - TEXAS TRAIL 0+00 TO 7+00
C-1.14	PAVING PLAN - TEXAS TRAIL 7+00 TO 14+00
C-1.15	PAVING PLAN - RIDGE DRIVE 0+00 TO 7+00
C-1.16	PAVING PLAN - RIDGE DRIVE 7+00 TO 14+00
C-1.17	BRIDGE & LIFTING PLAN
C-1.18	OVERALL GRAZING PLAN - 1 OF 4
C-1.19	GRAZING PLAN - 1 OF 4
C-1.20	GRAZING PLAN - 2 OF 4
C-1.21	GRAZING PLAN - 3 OF 4
C-1.22	GRAZING PLAN - 4 OF 4
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C-1.44	GRAZING PLAN - 26 OF 4
C-1.45	GRAZING PLAN - 27 OF 4
C-1.46	GRAZING PLAN - 28 OF 4
C-1.47	OVERALL STORM DRAIN PLAN
C-1.48	STORM DRAIN PLAN - 1 OF 4
C-1.49	STORM DRAIN PLAN - 2 OF 4
C-1.50	STORM DRAIN PLAN - 3 OF 4
C-1.51	STORM DRAIN PLAN - 4 OF 4
C-1.52	STORM DRAIN PROFILES
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C-2	WATER PLAN - 1 OF 4
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C-4.66	WATER PLAN - 266 OF 4
C-4.67	WATER PLAN - 267 OF 4
C-4.68	WATER PLAN - 268 OF 4
C-4.69	WATER PLAN - 269 OF 4
C-4.70	WATER PLAN - 270 OF 4
C-4.71	WATER PLAN - 271 OF 4
C-4.72	WATER PLAN - 272 OF 4
C-4.73	WATER PLAN - 273 OF 4
C-4.74	WATER PLAN - 274 OF 4
C-4.75	WATER PLAN - 275 OF 4
C-4.76	WATER PLAN - 276 OF 4
C-4.77	WATER PLAN - 277 OF 4
C-4.78	WATER PLAN - 278 OF 4
C-4.79	WATER PLAN - 279 OF 4
C-4.80	WATER PLAN - 280 OF 4
C-4.81	WATER PLAN - 281 OF 4
C-4.82	WATER PLAN - 282 OF 4
C-4.83	WATER PLAN - 283 OF 4
C-4.84	WATER PLAN - 284 OF 4
C-4.85	WATER PLAN - 285 OF 4
C-4.86	WATER PLAN - 286 OF 4
C-4.87	WATER PLAN - 287 OF 4
C-4.88	WATER PLAN - 288 OF 4
C-4.89	WATER PLAN - 289 OF 4
C-4.90	WATER PLAN - 290 OF 4
C-4.91	WATER PLAN - 291 OF 4
C-4.92	WATER PLAN - 292 OF 4
C-4.93	WATER PLAN - 293 OF 4
C-4.94	WATER PLAN - 294 OF 4
C-4.95	WATER PLAN - 295 OF 4
C-4.96	WATER PLAN - 296 OF 4
C-4.97	WATER PLAN - 297 OF 4
C-4.98	WATER PLAN - 298 OF 4
C-4.99	WATER PLAN - 299 OF 4
C-5	WATER PLAN - 300 OF 4
C-5.1	WATER PLAN - 301 OF 4
C-5.2	WATER PLAN - 302 OF 4
C-5.3	WATER PLAN - 303 OF 4
C-5.4	WATER PLAN - 304 OF 4
C-5.5	WATER PLAN - 305 OF 4
C-5.6	WATER PLAN - 306 OF 4
C-5.7	WATER PLAN - 307 OF 4
C-5.8	WATER PLAN - 308 OF 4
C-5.9	WATER PLAN - 309 OF 4
C-5.10	WATER PLAN - 310 OF 4
C-5.11	WATER PLAN - 311 OF 4
C-5.12	WATER PLAN - 312 OF 4
C-5.13	WATER PLAN - 313 OF 4
C-5.14	WATER PLAN - 314 OF 4
C-5.15	WATER PLAN - 315 OF 4
C-5.16	WATER PLAN - 316 OF 4
C-5.17	WATER PLAN - 317 OF 4
C-5.18	WATER PLAN - 318 OF 4
C-5.19	WATER PLAN - 319 OF 4
C-5.20	WATER PLAN - 320 OF 4
C-5.21	WATER PLAN - 321 OF 4

OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SEATTLE, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2011 VOTED AFFIRMATIVELY TO APPROVE THIS FINAL PLAN."

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
VICE PRESIDENT

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Councilmember

LOTS 12-23, 24X, 25-26, BLOCK F  
LOTS 7-19, BLOCK H; LOTS 31-49, BLOCK I  
LOTS 1-64, BLOCK Q; LOTS 1-18, BLOCK R  
LOTS 1-12, BLOCK S; LOTS 1X, 2-9 & 10X, BLOCK T  
1-14, BLOCK U; LOTS 1-54, BLOCK V; LOT 1X, BLOCK W  
& LOT 1X, BLOCK X

ING A REPLAY OF A PORTION OF LOT 1, BLOCK 1, BEATTA RIDGE  
ADDITION, AS RECORDED IN CABINET U, PAGE 952, PLAT RECORDS,  
DENTON COUNTY, TEXAS, AND  
A PORTION OF LOT 1, BLOCK 2, BEATTA RIDGE ADDITION, AS  
RECORDED IN CABINET R, PAGE 319, PLAT RECORDS, DENTON COUNTY,  
TEXAS, AS A PORTION OF RIGHT-OF-WAY, AS RECORDED IN CABINET T,  
PAGE 260, PLAT RECORDS, DENTON COUNTY, TEXAS

TOTAL AREA: \$9,227 ACRES

216 - RESIDENTIAL LOTS / 5 - OPEN SPACE LOTS

F JUSTIN, DENTON COUNTY, TEXAS  
DEN SURVEY, ABSTRACT NO. 207 AND  
POLK SURVEY, ABSTRACT NO. 993  
SHEET 1 OF 2

**OWNER:**  
PARROW DEVELOPMENT, LLC  
O.BOX 2293  
MANSFIELD, TEXAS 76063  
PHONE: 214-871-3339  
MAIL: GRA-SCH@SWBELL.NET

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NOTORIO DEVELOPMENT, L.L.C. a Texas limited liability company

[illegible]

**CITY OF CHICAGO**

**OFFICE OF THE COMPTROLLER**

**FINANCIAL MANAGEMENT**

**REPORT ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDING DECEMBER 31, 2017**

**CHICAGO, ILLINOIS**

**AUGUST 2018**

**CITY OF CHICAGO**

I hereby certify that the information furnished on this form is true and correct. I understand that this form will be made available to the public.  
 I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on \_\_\_\_\_ at \_\_\_\_\_  
 \_\_\_\_\_  
 Notary Public in and for Dallas County  
 My Commission Expires: \_\_\_\_\_

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UNIVERSITY OF CALIFORNIA, BERKELEY  
 DEPARTMENT OF CHEMISTRY  
 607 CHASE DRIVE  
 BERKELEY, CA 94720-1480  
 TEL: (415) 845-5111  
 FAX: (415) 845-5112  
 E-MAIL: [chem@uclink.berkeley.edu](mailto:chem@uclink.berkeley.edu)  
 WWW: <http://www.chem.berkeley.edu>

[illegible]

My Commission Expires: \_\_\_\_\_  
STATE OF TEXAS  
COUNTY OF \_\_\_\_\_  
I, \_\_\_\_\_, County Clerk, do hereby certify that \_\_\_\_\_  
has been duly elected to the office of \_\_\_\_\_, \_\_\_\_\_  
for the term of \_\_\_\_\_ years, commencing on \_\_\_\_\_  
and ending on \_\_\_\_\_.

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# BANNISTER

[illegible][illegible]













800.354.3238

**DANGER**  
ELECTRIC SHOCK  
CAUTION BY  
PERSONNEL ONLY

**DANGER**  
ELECTRIC SHOCK  
CAUTION BY  
PERSONNEL ONLY







City Council Meeting

March 14, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: 4

Title: Conduct a Public Hearing and Ordinance 749-23 on first reading to consider an amendment to the existing Planned-Development (GB-PD 724) to allow wall signage for Justin Self-Storage legally described as A0207A F.B. BORDEN, TR 8G(PT), 2.725 ACRES addressed as 103 HARDEMAN BLVD **(This item has been withdrawn)**

Department: Development

Contact: Director of Planning and Development, Matt Cyr

---

Staff Recommendation: Staff recommends consideration based on the request.

---

Background:

The Applicant is requesting to utilize wall signage. According to the existing PD conditions that was approved, wall signage is not permitted.

There was an amendment requested that was brought forward to the Planning and Zoning Commission in April of 2022 relating to the site design (parking, landscape buffer, and signage). The Planning and Zoning Commission recommended approval with the condition that wall signage be permitted in lieu of the monument sign that was approved. City Council approved the amendment to the Planned Development with one of the conditions requiring a monument sign be placed in lieu of wall signage.

The following properties to the south have wall signage. These properties are Justin Family Dentistry, Duffy Dental, and Bishop Gardens.

**The Applicant withdrew the item on March 20, 2023, at 10:48am. The email is attached in the agenda packet. Staff confirmed with the City Attorney that by withdrawing before final action by Council the Applicant can apply again within six-months.**

---

City Attorney Review: N/A

---

Attachments:

1. Map
2. Supporting Documentation

**From:** [Steve Bulleri](#)  
**To:** [Matthew Cyr](#)  
**Cc:** [Joe Johnson](#)  
**Subject:** RE: Council Tonight  
**Date:** Monday, March 20, 2023 10:15:50 AM

---

Matt,  
At this time we would like to withdraw our item on JTX Storage from the agenda for city council meeting on the 28<sup>th</sup>. Let us know if you need anything else.  
Thanks,  
Steve

Steven K. Bulleri  
Principal  
**IntegraTX Construction, LLC.**  
817-999-5784  
[steve@integratx.com](mailto:steve@integratx.com)

=====

**PLEASE : CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL**

=====

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---

**From:** Matthew Cyr <[mcyr@cityofjustin.com](mailto:mcyr@cityofjustin.com)>  
**Sent:** Tuesday, March 14, 2023 3:47 PM  
**To:** Steve Bulleri <[steve@integratx.com](mailto:steve@integratx.com)>  
**Subject:** Council Tonight

[EXTERNAL]

Steve,

Just a reminder that you are on for the Council meeting tonight at 6:00pm

Thanks,

Matt Cyr  
Director of Planning and Development  
City of Justin  
(940)-648-2541 Ext. 106





## PLANNING & ZONING COMMISSION MEETING

Staff Report  
February 21, 2023

**STAFF CONTACT:** Matt Cyr, Director of Planning and Development Services

**PROJECT:** Consider and act upon a recommendation to City Council for an amendment to the existing Planned-Development (GB-PD 724) to allow wall signage for Justin Self-Storage legally described as A0207A F.B. BORDEN, TR 8G(PT), 2.725 ACRES addressed as 103 HARDEMAN BLVD.

---

**APPLICANT:** IntegraTX Construction LLC, Steve Bulleri

**EXECUTIVE SUMMARY:** The Applicant is requesting to utilize wall signage. According to the existing PD conditions that was approved, wall signage is not permitted.

**DETAILS:** There was an amendment requested that was brought forward to the Planning and Zoning Commission in April of 2022 relating to the site design (parking, landscape buffer, and signage). The Planning and Zoning Commission recommended approval with the condition that wall signage be permitted in lieu of the monument sign that was approved. City Council approved the amendment to the Planned Development with one of the conditions requiring a monument sign be placed in lieu of wall signage.

**ADJACENT PROPERTIES:** The following properties to the south have wall signage. These properties are Justin Family Dentistry, Duffy Dental, and Bishop Gardens.

**ACTION CONSIDERED:**

- 1) Make a recommendation to City Council to approve, approve with conditions, table with clarification and intent or deny.

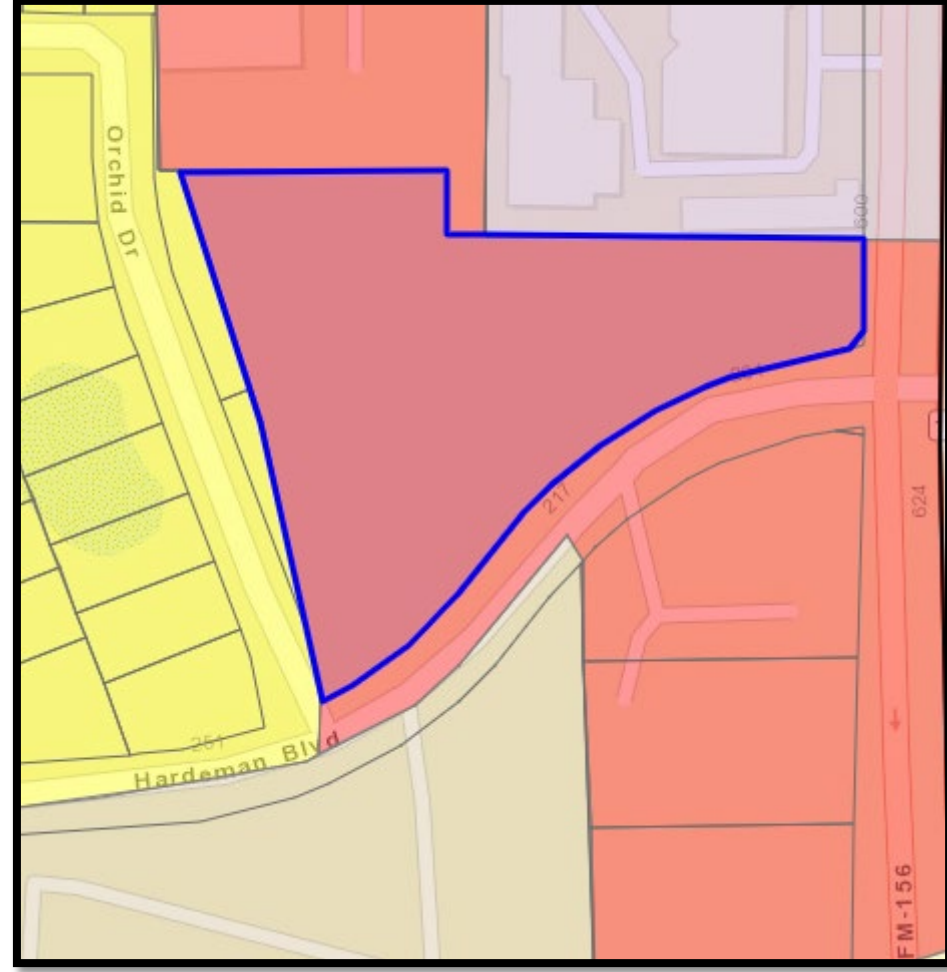
**STAFF RECOMMENDATION:**

Staff has reviewed the application and recommend consideration of the request.

**ATTACHMENTS:**

- (A) Map
- (B) Supporting Documentation









APPROVED BY  
CITY COUNCIL  
APRIL 26, 2022

NEW CONSTRUCTION OF :

JUSTIN SELF STORAGE

103 HARDEMAN BLVD.

JUSTIN, TX

OWNER: JTX STORAGE, LLC.  
1102 SHADY REST LANE  
CORINTH, TX 76208

ARCHITECT :  
**HBJ** Haberman • Bulleri • Johnson  
ARCHITECTS  
2225 E. RANDOL MILL, STE. 524, ARLINGTON, TEXAS 76011 P 972-438-4380 F 972-438-7855 www.HBJarch.com

CIVIL ENGINEER :  
**CCM ENGINEERING**  
CONTACT: CODY CRANNELL  
2570 FM 407, SUITE 209 HIGHLAND VILLAGE, TEXAS 75077  
PHONE (972) 691-6633 www.crannelleng.com

MECHANICAL, ELECTRICAL, PLUMBING :  
**RENE’ A. CULROSS, PE**  
CONTACT: RENE CULROSS  
TX FIRM F-12230 raculross@gmail.com 817-798-6642

CONDITIONS OF APPROVAL

ADDRESS 103 HARDEMAN BLVD.  
JUSTIN, TEXAS

EXISTING ZONING: GENERAL BUSINESS ( GB ) DISTRICT  
PROPOSED ZONING: GB - PD ( PLANNED DEVELOPMENT )

ALL REQUIREMENTS OF THE GB ZONING DISTRICT SHALL APPLY AND REMAIN IN EFFECT EXCEPT AS HEREBY AMENDED AND LISTED BELOW :

1) PERMITTED USES :

SELF-STORAGE WAREHOUSING AND STORAGE DEVELOPMENT IS ALLOWED WITH COMPLIANCE WITH LISTED CONDITIONS OF APPROVAL. HOURS OF OPERATIONS, AS APPROVED, SHALL BE CONFINED WITHIN THE FOLLOWING HOURS : 6 AM TO 9 PM, M - F AND 6 AM - 8 PM SATURDAY AND SUNDAY.

2) PARKING REGULATIONS :

a ) A MINIMUM OF 4 PARKING SPACES, INCLUDING ONE (1) ADA PARKING SPACE IN FRONT OF THE OFFICE LOCATION, SHALL BE INSTALLED ; 8 ADDITIONAL TEMPORARY PARKING SPACES, WITH NO OVERNIGHT PARKING ALLOWED, SHALL BE INSTALLED AROUND THE PROPOSED BUILDINGS AND ALSO SHALL BE STRIPED OUTSIDE THE DESIGNATED FIRE LANES.

b ) NO RV'S, BOATS, OR TRAILERS SHALL BE ALLOWED TO BE PARKED, STORED, OR MAINTAINED ON PROPERTY AT ANY TIME.

c ) FIRE LANES SHALL BE OPEN AND ACCESSIBLE BY FIRE PROTECTION OR EMERGENCY VEHICLES AT ALL TIMES.

3) DEVELOPMENT REGULATIONS :

SETBACKS :

a ) FRONT YARD SETBACKS FOR HARDEMAN BOULEVARD AND FM 156 - 20 FEET FROM PROPERTY LINE.

b ) SIDE YARD SETBACKS FOR ORCHID DRIVE - 10 FEET FROM PROPERTY LINE.

c ) REAR YARD SETBACK - 10 FEET FROM PROPERTY LINE.

d ) REAR YARD SETBACK FOR BUILDING ' E ' ( AS SHOWN ON PLOT PLAN ) - 5 FEET ON NORTH AND EAST SIDES OF THIS BUILDING TO PROPERTY LINE.

e ) REAR YARD SETBACK FOR BUILDING ' A ' - 10 FEET ON NORTH SIDE OF BUILDING.

BUILDING HEIGHT :

MAXIMUM BUILDING HEIGHT SHALL BE LIMITED TO 35 FEET FOR ALL BUILDINGS.

LOT COVERAGE :

MAXIMUM LOT COVERAGE FOR ALL BUILDINGS SHALL BE NO MORE THAN 42% LOT COVERAGE OR 48,691 TOTAL SQUARE FEET FOR 1ST FLOOR FOOTPRINT.

LANDSCAPING :

A LANDSCAPING BUFFER OF 20 FOOT MINIMUM WIDTH SHALL BE INSTALLED ALONG HARDEMAN BOULEVARD AND A 15 MINIMUM WIDTH ALONG FM 156 FRONTAGES ; LANDSCAPE BUFFER ON THESE FRONTAGES SHALL BE PLANTED IN FRONT OF A PLANNED EIGHT ( 8 ) FOOT HIGH MASONRY WALL AND SHALL BE MOUNDED BERM CONFIGURATIONS.

EXISTING TREES SHALL REMAIN IN PLACE AND INCORPORATED INTO THE OVERALL SITE LANDSCAPE PLAN TO THE MAXIMUM EXTENT POSSIBLE.

A LANDSCAPING BUFFER OF 10 FOOT MINIMUM SHALL BE INSTALLED ALONG ORCHID DRIVE FRONTAGE ; LANDSCAPE BUFFER SHALL BE PLANTED IN FRONT OF PLANNED EIGHT ( 8 ) FOOT HIGH MASONRY WALL AND SHALL USE A BERM ALONG THIS FRONTAGE.

LANDSCAPE BUFFER MATERIALS SHALL BE TYPE E AS DESCRIBED IN ORDINANCE AND INCLUDE, AT A MINIMUM ( PER EVERY 100 LINEAR FEET ) : ONE (1) CANOPY TREE WITH A MINIMUM HEIGHT OF 20 FEET, TWO ( 2 ) ACCENT TREES WITH A MINIMUM OF 10 FEET AND EIGHT OR MORE SHRUBS PLANTED IN BERMS LOCATED ALONG FM 156, HARDEMAN BOULEVARD AND ORCHID DRIVE.

JTX STORAGE AGREES TO MAINTAIN THE LANDSCAPING OF THE PROPERTY OWNED BY HARDEMAN ESTATES HOA LOCATED FROM THE WEST PROPERTY LINE AND TO BACK OF CURB ALONG ORCHID DRIVE.

A FINAL LANDSCAPE PLAN, INCORPORATING ABOVE LISTED CHANGES AND REVISED TO MATCH REVISED SITE PLAN MUST BE SUBMITTED FOR CITY REVIEW PRIOR TO ISSUANCE OF A BUILDING PERMIT.

ARCHITECTURAL TREATMENTS :

BUILDING AND SITE IMPROVEMENTS SHALL ALSO INCLUDE ' OLD WEST ' FEATURES AND SHALL INCLUDE, AT A MINIMUM : WAGON WHEELS, HITCHING POST, CEDAR RAILING, AND A WAGON.

A MASONRY WALL, AT LEAST 6 FEET HIGH WITH MASONRY COLUMNS, SHALL BE INSTALLED ALONG ORCHID DRIVE, HARDEMAN BOULEVARD, AND FM 156.

4) SIGNAGE :

ONE MONUMENT SIGN, IN ACCORDANCE WITH CITY SIGN ORDINANCE REGULATIONS, SHALL BE ALLOWED ON FM 156 FRONTAGE AND HARDEMAN BOULEVARD FRONTAGES SOLELY ; NO WALL SIGNS OR POLE SIGNS ARE ALLOWED ; BUILDING UNIT NUMBERS OR LETTERING IS ALLOWED.

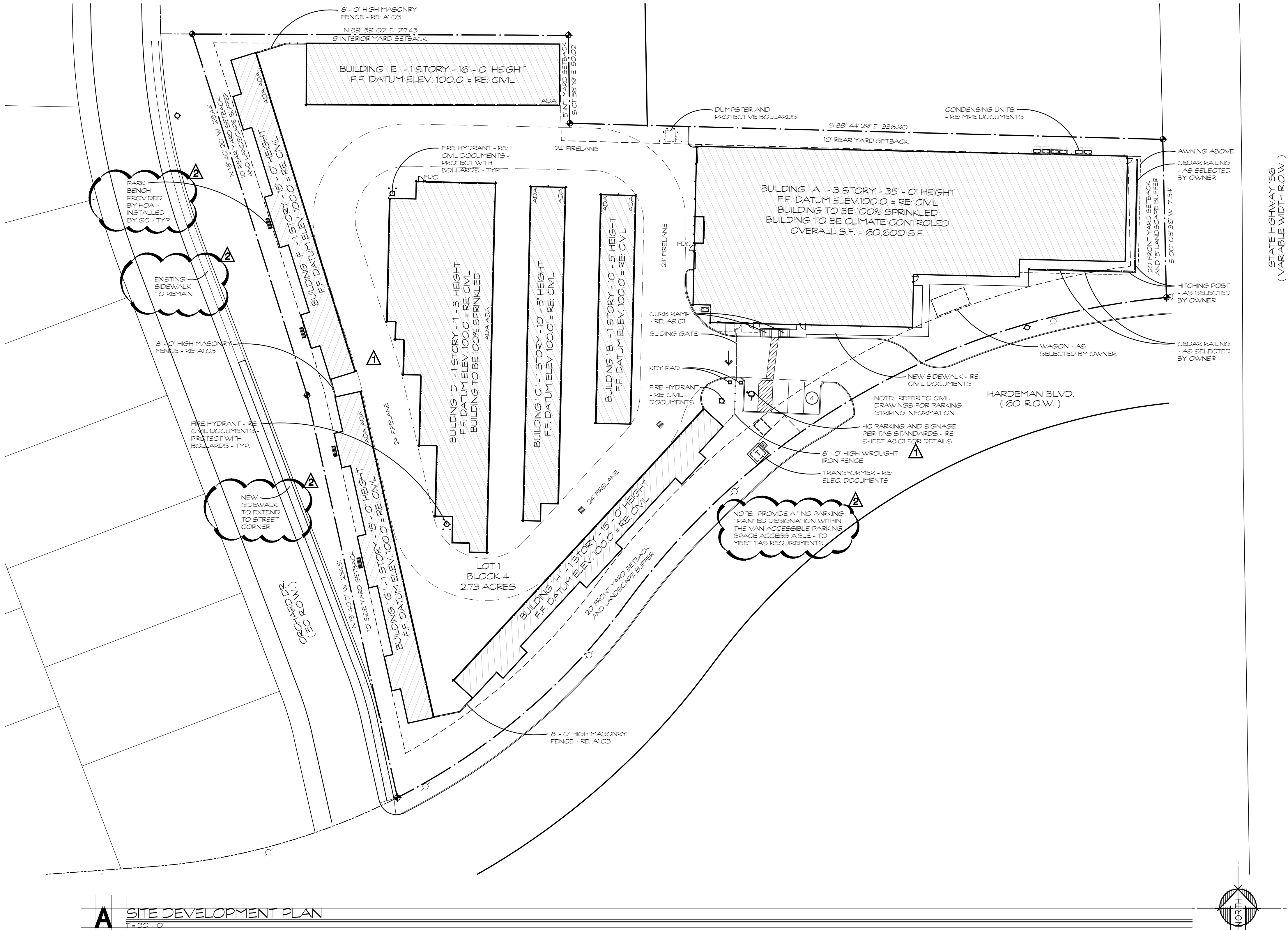
ILLUMINATION :

ANY PROPOSED LIGHTING SHALL NOT REFLECT TOWARD OR SHINE ONTO ANY RESIDENTIAL, INCLUDING SINGLE AND MULTI-FAMILY RESIDENCES.

BUILDING EXTERIOR COLOR :

PRIOR TO ANY BUILDING PERMIT, THE BUILDING SHALL MEET WITH THE HARDEMAN ESTATES HOMEOWNERS ASSOCIATION TO REVIEW BUILDING COLOR SCHEME TO BE INSTALLED.





**A** SITE DEVELOPMENT PLAN  
1/30 = 0'

**SITE PLAN / GENERAL NOTES**

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN ON PLANS AT THE EXISTING SITE PRIOR TO BIDDING. THE ARCHITECT SHALL BE NOTIFIED OF CONFLICTS, VARIATIONS, OR DISCREPANCIES PRIOR TO SUBMITTAL OF A B.O.
2. ALL DIMENSIONS SHALL BE FIELD VERIFIED PRIOR TO CONSTRUCTION. THE ARCHITECT SHALL BE NOTIFIED IN WRITING OF ALL CONFLICTS. FAILURE TO DO SO PRIOR TO CONSTRUCTION INDICATES THE CONTRACTOR'S ASSUMPTION OF ALL RESPONSIBILITY RELATED TO THE CONFLICTS IN THE FIELD.
3. REFER TO CIVIL DOCUMENTS FOR FINISH GRADES. EXACT GRADES TO BE FIELD VERIFIED BY CONTRACTOR PRIOR TO THE START OF WORK.
4. THE CONTRACTOR SHALL COORDINATE WITH LANDSCAPING AND SHALL SUPPLY SLEEVES AS REQUIRED FOR COMPLETE INSTALLATION AND IRRIGATION SYSTEM, SITE LIGHTING, ETC.
5. REFER TO CIVIL DRAWINGS FOR ALL SITE CONCRETE /FLAT WORK, CURBS, AND DRIVES.
6. ALL FLAT WORK TO SLOPE AWAY FROM BUILDING TO CREATE POSITIVE WATER FLOW AWAY FROM OCCUPIED SPACES.
7. GENERAL CONTRACTOR TO INSTALL CONCRETE PADS AS REQUIRED FOR ALL MECHANICAL / ELECTRICAL EQUIPMENT, TRANSFORMERS, ETC.
8. CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS OF ALL SERVICES (I.E. SANITARY SEWER, STORM, WATER, TELEPHONE, ETC.) PRIOR TO SUBMITTING A B.O. NO ADDITIONAL COST WILL BE CONSIDERED AFTER THE AWARD OF THE CONTRACT.
9. THE CONTRACTOR SHALL LOCATE ALL ROOF DRAINS, DOWN SPOUTS, ETC. AND SHALL COLLECT WATER AND SHALL ROUTE TO CREATE POSITIVE RUN-OFF A MINIMUM OF 10'-0" AWAY FROM THE BUILDING (REFER TO CIVIL DRAWINGS).
10. CONTRACTOR SHALL VERIFY WITH THE OWNER ALL AREAS TO RECEIVE LANDSCAPING AND THE AREAS WHERE THE CONTRACTOR SHALL LEAVE ROUGH GRADE BELOW FINISH GRADES SHOWN ON PLANS. PLANS SHOW FINISH GRADES UNLESS NOTED OTHERWISE.
11. THE CONTRACTOR SHALL FENCE THE CONSTRUCTION AREAS AS REQUIRED AND/OR INSTRUCTED BY THE OWNER/ARCHITECT TO SECURE THE AREA AND TO ELIMINATE THE PUBLIC FROM THE CONSTRUCTION SITE.
12. ALL STAGING ON THE SITE AND SCHEDULING OF SITE WORK SHALL BE CLOSELY COORDINATED WITH THE OWNER AND THE CITY DEPARTMENTS (I.E. FIRE DEPARTMENT) AS TO MINIMIZE INTERRUPTION TO THE NORMAL OPERATION OF EXISTING ADJACENT FACILITIES.
13. NO INTERRUPTION OF SERVICES TO ADJACENT EXISTING FACILITIES WILL BE PERMITTED WITHOUT PERMISSION OF THE OWNER AND A MINIMUM OF 3 DAYS WRITTEN NOTICE.
14. THE CONTRACTOR SHALL PROVIDE PROTECTION AS NECESSARY TO PREVENT DAMAGE TO THE EXISTING CONSTRUCTION AND / OR SITE AREAS NOT TO BE REMOVED UNDER THIS CONTRACT AND ANY AND ALL ITEMS INDICATED TO REMAIN IN PLACE.
15. ALL PUBLIC PARKING SPACES SHALL BE 9' - 0" WIDE BY 18'-0" LONG PAVED UNLESS DESIGNATED FOR THE HANDICAPPED. IN WHICH CASE THEY SHALL BE 8' - 0" WIDE PARKING SPACES WITH A 5' - 0" WIDE (5' - 0" FOR VANS) BY 18' - 0" DEEP AISLE AND SHALL BE MARKED PER ANSI A117.1 / ADA / TAS AND OTHER STATE REQUIREMENTS.

**UNIT MIX**

			5	10	15	20	25	30	35	TOTALS
CLIMATE CONTROLLED										
BUILDING A - 1F	20,200	1	8	7	19	35	5	6	0	81
ACCESSIBLE UNITS		1	-	-	2	2	1	1	1	7
BUILDING A - 2F	20,200	2	16	89	17	6	0	0	0	130
ACCESSIBLE UNITS		1	2	6	1	1	-	-	-	10
BUILDING A - 3F	20,200	2	57	93	10	0	0	0	0	162
ACCESSIBLE UNITS		1	3	5	-	-	-	-	-	8
TOTALS	60,600	6	88	100	48	41	6	7	0	398
NON-CLIMATED CONTROLLED										
BUILDING B	2,600	0	0	24	0	0	0	0	0	24
ACCESSIBLE UNITS		1	1	2	-	-	-	-	-	2
BUILDING C	3,700	0	0	35	0	0	0	0	0	35
ACCESSIBLE UNITS		1	1	2	-	-	-	-	-	2
BUILDING D	9,350	0	0	10	1	12	4	14	0	41
ACCESSIBLE UNITS		1	1	1	-	-	-	1	1	2
BUILDING E	5,040	0	0	0	0	0	0	0	11	11
ACCESSIBLE UNITS		1	1	1	-	-	-	-	1	1
BUILDING F	3,200	0	0	0	11	6	0	0	0	17
ACCESSIBLE UNITS		1	1	-	1	1	-	-	-	2
BUILDING G	3,200	0	0	0	11	6	0	0	0	17
ACCESSIBLE UNITS		1	1	-	1	1	-	-	-	2
BUILDING H	3,500	0	0	0	14	7	0	0	0	21
ACCESSIBLE UNITS		1	1	-	-	-	-	-	-	1
TOTALS	30,580	0	0	69	37	31	4	14	11	168
ACCESSIBLE UNITS		-	-	4	2	2	1	1	1	11
OVERALL TOTALS	91,180	6	88	173	88	77	11	22	12	578



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NEW SELF STORAGE FACILITY :  
**JUSTIN SELF STORAGE** JUSTIN, TX  
103 HARDEMAN BLVD  
**FOR : JTX STORAGE**

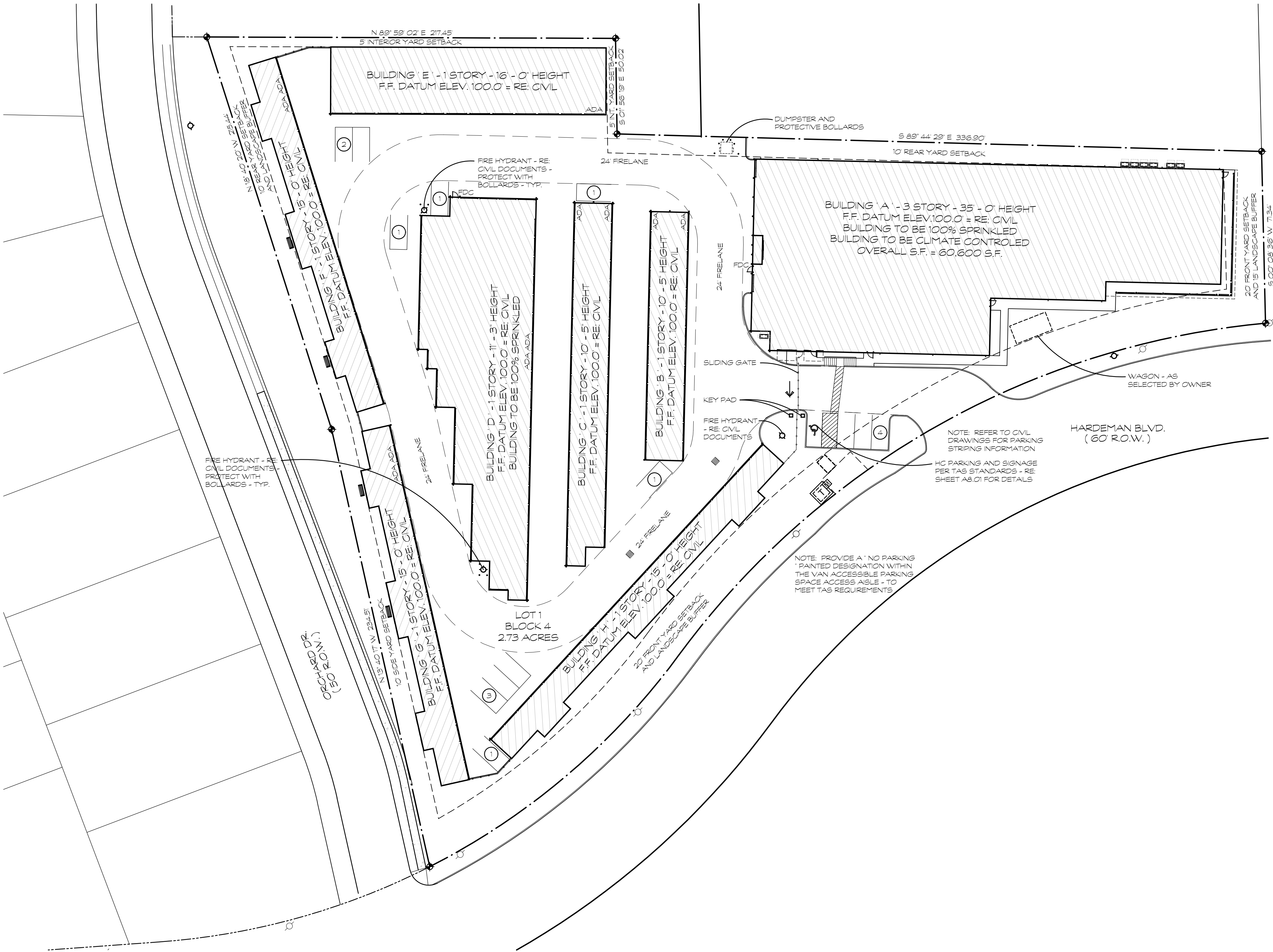


PROJECT# 1816  
DRAWN BY DMY  
CHKD BY JWC  
DATE 04-04-22  
ISSUED 09-29-20  
REVISION 04-04-22

**CONSTRUCTION DOCUMENTS**  
DATED 09-29-20

**SITE DEVELOP. PLAN**

SHEET NUMBER  
**A1.02**  
2 OF 82



SITE PLAN / GENERAL NOTES

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN ON PLANS AT THE EXISTING SITE PRIOR TO BIDDING. THE ARCHITECT SHALL BE NOTIFIED OF CONFLICTS, VARIATIONS, OR DISCREPANCIES PRIOR TO SUBMITTAL OF A B.O.
2. ALL DIMENSIONS SHALL BE FIELD VERIFIED PRIOR TO CONSTRUCTION. THE ARCHITECT SHALL BE NOTIFIED IN WRITING OF ALL CONFLICTS. FAILURE TO DO SO PRIOR TO CONSTRUCTION INDICATES THE CONTRACTOR'S ASSUMPTION OF ALL RESPONSIBILITY RELATED TO THE CONFLICTS IN THE FIELD.
3. REFER TO CIVIL DOCUMENTS FOR FINISH GRADES. EXACT GRADES TO BE FIELD VERIFIED BY CONTRACTOR PRIOR TO THE START OF WORK.
4. THE CONTRACTOR SHALL COORDINATE WITH LANDSCAPING AND SHALL SUPPLY SLEEVES AS REQUIRED FOR COMPLETE INSTALLATION AND IRRIGATION SYSTEM, SITE LIGHTING, ETC.
5. REFER TO CIVIL DRAWINGS FOR ALL SITE CONCRETE /FLAT WORK, CURBS, AND DRIVES.
6. ALL FLAT WORK TO SLOPE AWAY FROM BUILDING TO CREATE POSITIVE WATER FLOW AWAY FROM OCCUPIED SPACES.
7. GENERAL CONTRACTOR TO INSTALL CONCRETE PADS AS REQUIRED FOR ALL MECHANICAL / ELECTRICAL EQUIPMENT, TRANSFORMERS, ETC.
8. CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS OF ALL SERVICES (I.E. SANITARY SEWER, STORM, WATER, TELEPHONE, ETC.) PRIOR TO SUBMITTING A B.O. NO ADDITIONAL COST WILL BE CONSIDERED AFTER THE AWARD OF THE CONTRACT.
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13. NO INTERRUPTION OF SERVICES TO ADJACENT EXISTING OPERATIONS WILL BE PERMITTED WITHOUT PERMISSION OF THE OWNER AND A MINIMUM OF 3 DAYS WRITTEN NOTICE.
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15. ALL PUBLIC PARKING SPACES SHALL BE 8' - 0" WIDE BY 18'-0" LONG PAVED UNLESS DESIGNATED FOR THE HANDICAPPED. IN WHICH CASE THEY SHALL BE 8' - 0" WIDE PARKING SPACES WITH A 8' - 0" WIDE (8' - 0" FOR VANS) BY 18' - 0" DEEP AISLE AND SHALL BE MARKED PER ANSI / ADA / TAS AND OTHER STATE REQUIREMENTS.

PARKING TABULATION

TOTAL PARKING REQUIRED = REFER TO CONDITIONS OF APPROVAL

TOTAL PARKING PROVIDED = (14) SPACES

TOTAL HC PARKING PROVIDED = (1) SPACE

TOTAL HC PARKING REQUIRED = (1) SPACE

HBJ

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NEW SELF STORAGE FACILITY :  
JUSTIN SELF STORAGE JUSTIN, TX  
103 HARDEMAN BLVD  
FOR : JTX STORAGE



PROJECT#	1816
DRWN BY	DMY
CHKD BY	JWJ
DATE	04-04-22
ISSUED	09-29-20
REVISION	04-04-22

CONSTRUCTION  
DOCUMENTS  
DATED 09-29-20

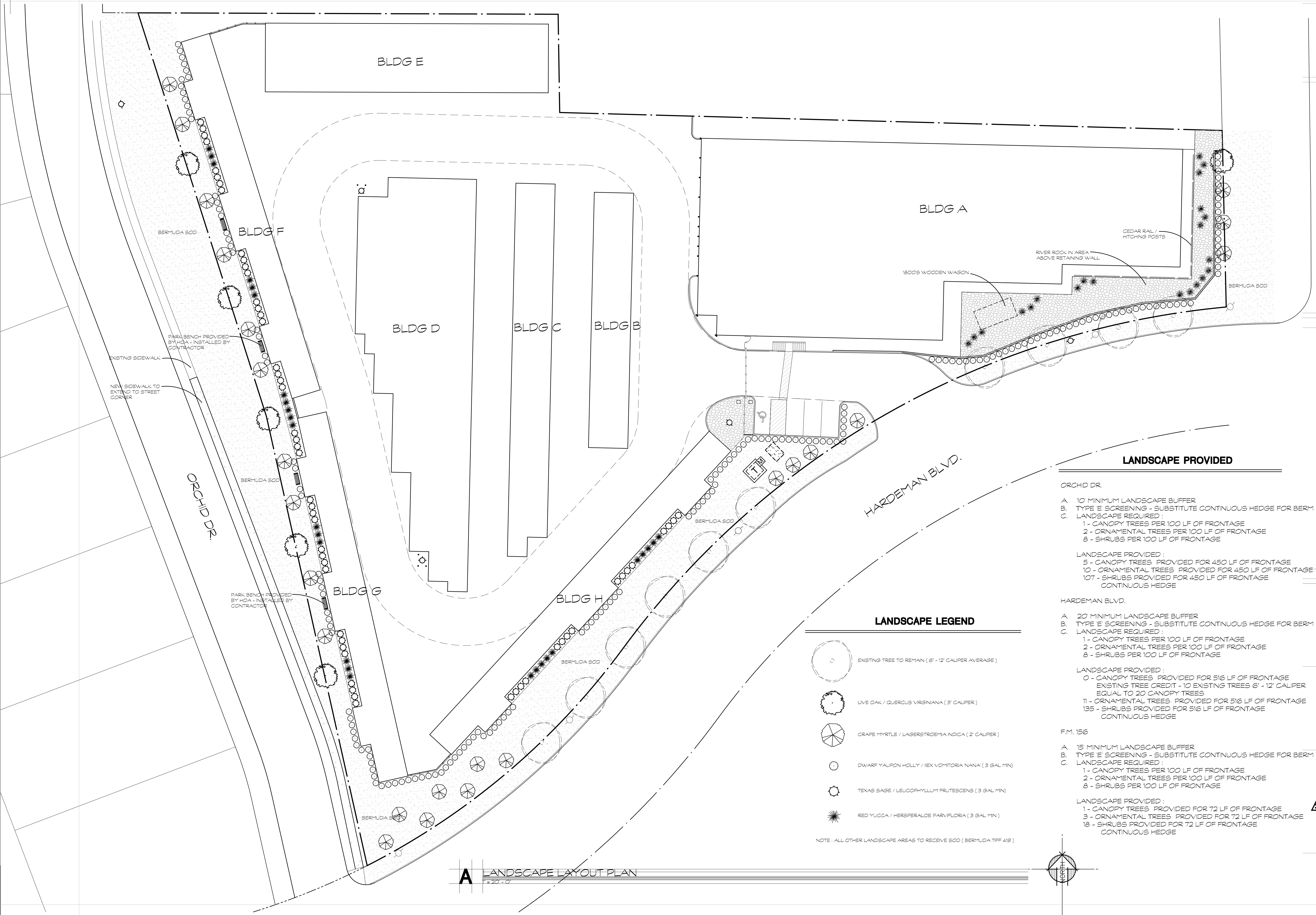
SITE  
PARKING  
PLAN

SHEET NUMBER

A1.02P

X OF 82





**A** LANDSCAPE LAYOUT PLAN  
1" = 20' - 0"

**LANDSCAPE LEGEND**

- EXISTING TREE TO REMAIN ( 6" - 12' CALIPER AVERAGE )
- LIVE OAK / QUERCUS VIRGINIANA ( 3" CALIPER )
- CRAPE MYRTLE / LAGERSTROEMIA INDICA ( 2" CALIPER )
- DWARF YAUPOIN HOLLY / ILEX VOMITORIA NANA ( 3 GAL MIN )
- TEXAS SAGE / LEUCOPHYLLUM FRUTESCENS ( 3 GAL MIN )
- RED YUCCA / HESPERALOE PARVIFLORA ( 3 GAL MIN )

NOTE : ALL OTHER LANDSCAPE AREAS TO RECEIVE SOD ( BERMUDA TIFF #19 )

**LANDSCAPE PROVIDED**

- ORCHID DR.
- A. 10' MINIMUM LANDSCAPE BUFFER
  - B. TYPE 'E' SCREENING - SUBSTITUTE CONTINUOUS HEDGE FOR BERM
  - C. LANDSCAPE REQUIRED :
    - 1 - CANOPY TREES PER 100 LF OF FRONTAGE
    - 2 - ORNAMENTAL TREES PER 100 LF OF FRONTAGE
    - 8 - SHRUBS PER 100 LF OF FRONTAGE
- LANDSCAPE PROVIDED :  
5 - CANOPY TREES PROVIDED FOR 450 LF OF FRONTAGE  
10 - ORNAMENTAL TREES PROVIDED FOR 450 LF OF FRONTAGE  
107 - SHRUBS PROVIDED FOR 450 LF OF FRONTAGE  
CONTINUOUS HEDGE

- HARDEMAN BLVD.
- A. 20' MINIMUM LANDSCAPE BUFFER
  - B. TYPE 'E' SCREENING - SUBSTITUTE CONTINUOUS HEDGE FOR BERM
  - C. LANDSCAPE REQUIRED :
    - 1 - CANOPY TREES PER 100 LF OF FRONTAGE
    - 2 - ORNAMENTAL TREES PER 100 LF OF FRONTAGE
    - 8 - SHRUBS PER 100 LF OF FRONTAGE
- LANDSCAPE PROVIDED :  
0 - CANOPY TREES PROVIDED FOR 516 LF OF FRONTAGE  
EXISTING TREE CREDIT - 10 EXISTING TREES 6" - 12' CALIPER  
EQUAL TO 20 CANOPY TREES  
11 - ORNAMENTAL TREES PROVIDED FOR 516 LF OF FRONTAGE  
135 - SHRUBS PROVIDED FOR 516 LF OF FRONTAGE  
CONTINUOUS HEDGE

- F.M. 156
- A. 15' MINIMUM LANDSCAPE BUFFER
  - B. TYPE 'E' SCREENING - SUBSTITUTE CONTINUOUS HEDGE FOR BERM
  - C. LANDSCAPE REQUIRED :
    - 1 - CANOPY TREES PER 100 LF OF FRONTAGE
    - 2 - ORNAMENTAL TREES PER 100 LF OF FRONTAGE
    - 8 - SHRUBS PER 100 LF OF FRONTAGE
- LANDSCAPE PROVIDED :  
1 - CANOPY TREES PROVIDED FOR 72 LF OF FRONTAGE  
3 - ORNAMENTAL TREES PROVIDED FOR 72 LF OF FRONTAGE  
18 - SHRUBS PROVIDED FOR 72 LF OF FRONTAGE  
CONTINUOUS HEDGE

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2808 E RANDOL MILL RD, SUITE 200, ARLINGTON, TX 76010 817-498-4880 [www.hbj.com](http://www.hbj.com)

NEW SELF STORAGE FACILITY :  
**JUSTIN SELF STORAGE** JUSTIN, TX  
103 HARDEMAN BLVD  
**FOR : JTX STORAGE**

PROJECT#	1818
DRWN BY	PHM
CHKD BY	JWJ
DATE	02-28-22
ISSUED	09-29-20
REVISION	02-28-22

**CONSTRUCTION DOCUMENTS**  
**DATED 09-29-20**

**LANDSCAPE LAYOUT PLAN**

SHEET NUMBER  
**L1**  
1 OF 1

# R Series

## 12" Angle Shades

UL LISTED FOR WET LOCATIONS



**RAS12-SR**  
Shade Only.  
Shown with optional  
RGN15-SR Goose Neck



**RAS12-SG**  
Shade Only.  
Shown with optional  
RGN15-SG Goose Neck



**RAS12-SB**  
Shade Only.  
Shown with optional  
RGN15-SB Goose Neck



**RAS12-GA**  
Shade Only.  
Shown with optional  
RGN15-GA Goose Neck  
and RWG12-GA Wire Guard

Galvanized  
finishes may be  
inconsistent



**RAS12-ABR**  
Shade Only.  
Shown with optional  
RGN15-ABR Goose Neck  
and RWG12-ABR Wire Guard

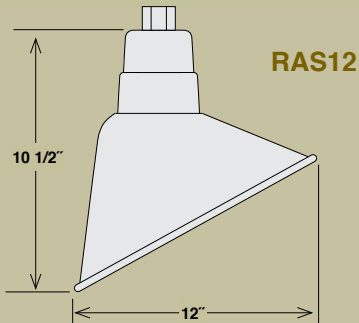


**RAS12-WH**  
Shade Only.  
Shown with optional  
RGN15-WH Goose Neck

### EASY TO ORDER:

1. Choose a Shade
2. Choose a Goose Neck
3. Wire Guard Optional

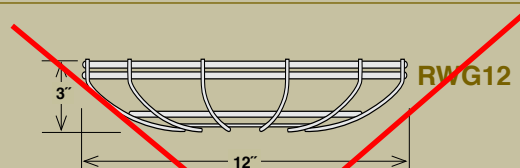
### Angle Shades



**RAS12**

ITEM #	WIDTH	LAMPS	WIRE	FINISH
RAS12-ABR	12"	Med. 200W A21	100"	Architectural Bronze
RAS12-GA	12"	Med. 200W A21	100"	Galvanized
RAS12-SB	12"	Med. 200W A21	100"	Satin Black
RAS12-SG	12"	Med. 200W A21	100"	Satin Green
RAS12-SR	12"	Med. 200W A21	100"	Satin Red
RAS12-WH	12"	Med. 200W A21	100"	White

### Wire Guards



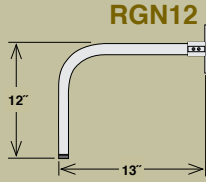
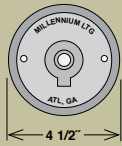
**RWG12**

ITEM #	WIDTH	FINISH
RWG12-ABR	12"	Architectural Bronze
RWG12-GA	12"	Galvanized
RWG12-SB	12"	Satin Black
RWG12-SG	12"	Satin Green
RWG12-SR	12"	Satin Red
RWG12-WH	12"	White

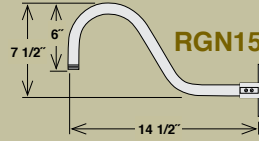


## Goose Necks (Actual Photos Shown on Page 58)

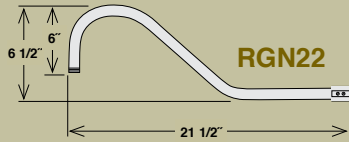
Back Plate included  
with goose neck



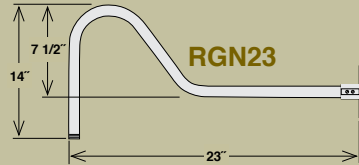
**RGN12**



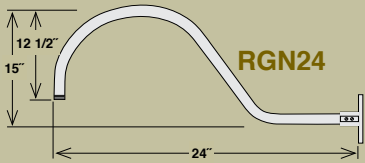
**RGN15**



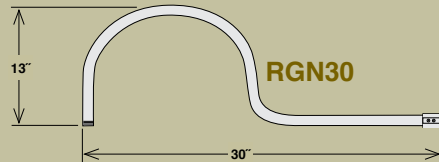
**RGN22**



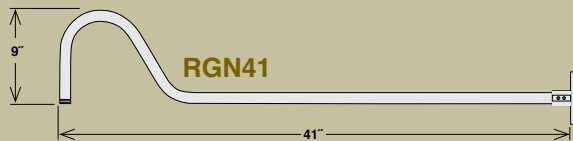
**RGN23**



**RGN24**



**RGN30**



**RGN41**

ITEM #	ID	LENGTH	FINISH
RGN12-ABR	3/4"	13"	Architectural Bronze
RGN12-GA	3/4"	13"	Galvanized
RGN12-SB	3/4"	13"	Satin Black
RGN12-SG	3/4"	13"	Satin Green
RGN12-SR	3/4"	13"	Satin Red
RGN12-WH	3/4"	13"	White
RGN15-ABR	3/4"	14 1/2"	Architectural Bronze
RGN15-GA	3/4"	14 1/2"	Galvanized
RGN15-SB	3/4"	14 1/2"	Satin Black
RGN15-SG	3/4"	14 1/2"	Satin Green
RGN15-SR	3/4"	14 1/2"	Satin Red
RGN15-WH	3/4"	14 1/2"	White
RGN22-ABR	3/4"	21 1/2"	Architectural Bronze
RGN22-GA	3/4"	21 1/2"	Galvanized
RGN22-SB	3/4"	21 1/2"	Satin Black
RGN22-SG	3/4"	21 1/2"	Satin Green
RGN22-SR	3/4"	21 1/2"	Satin Red
RGN22-WH	3/4"	21 1/2"	White
RGN23-ABR	3/4"	23"	Architectural Bronze
RGN23-GA	3/4"	23"	Galvanized
RGN23-SB	3/4"	23"	Satin Black
RGN23-SG	3/4"	23"	Satin Green
RGN23-SR	3/4"	23"	Satin Red
RGN23-WH	3/4"	23"	White
RGN24-ABR	3/4"	24"	Architectural Bronze
RGN24-GA	3/4"	24"	Galvanized
RGN24-SB	3/4"	24"	Satin Black
RGN24-SG	3/4"	24"	Satin Green
RGN24-SR	3/4"	24"	Satin Red
RGN24-WH	3/4"	24"	White
RGN30-ABR	3/4"	30"	Architectural Bronze
RGN30-GA	3/4"	30"	Galvanized
RGN30-SB	3/4"	30"	Satin Black
RGN30-SG	3/4"	30"	Satin Green
RGN30-SR	3/4"	30"	Satin Red
RGN30-WH	3/4"	30"	White
RGN41-ABR	3/4"	41"	Architectural Bronze
RGN41-GA	3/4"	41"	Galvanized
RGN41-SB	3/4"	41"	Satin Black
RGN41-SG	3/4"	41"	Satin Green
RGN41-SR	3/4"	41"	Satin Red
RGN41-WH	3/4"	41"	White

**ORDINANCE NUMBER \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS, APPROVING AN AMENDMENT TO THE PREVIOUS PLANNED DEVELOPMENT (PD-GB) FOR JUSTIN SELF-STORAGE APPROXIMATELY 100 FEET WEST FROM THE INTERSECTION OF FM 156 AND HARDEMAN BOULEVARD HAVING THE LEGAL DESCRIPTION A0207A F.B. BORDEN, TR 8G (PT) 2.725 ACRES, DENTON COUNTY, TEXAS; PROVIDING AN INCORPORATION OF PREMISES; PROVIDING A CUMULATIVE/REPEALER CLAUSE, PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the landowners authorized the applicant (Justin Self-Storage) of property legally described as A0207A F.B. BORDEN, TR 8G (PT), zoned as Planned Development-General Business, Justin, Denton County, TX, requested an Amendment to the previous approved Planned Development; and

**WHEREAS**, the Planning and Zoning Commission of the City of Justin (the "Commission"), in compliance with the laws of the State of Texas, gave the requisite notices by publication and otherwise, and held public hearings and afforded full and fair hearings to all property owners generally and to all persons interested in this regard; and

**WHEREAS**, having reviewed the request the Commission determined that the change of the proposed SUP was compatible with surrounding uses and the City's Future Land Use Plan and recommended approval of this Ordinance; and

**WHEREAS**, the City Council of the City of Justin, in compliance with the laws of the State of Texas, having given the requisite notices by publication and otherwise, having held public hearings and afforded full and fair hearings to all property owners generally and to all persons interested in this regard, and having considered the recommendation of the Planning and Zoning Commission, has determined that the proposed amendment is approved and made a part of this ordinance with the following conditions:

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS:**

**Section 1. Incorporation of Premises.** That all of the above recitals are found to be true and correct and are incorporated into the body of this ordinance as if fully set forth herein.

**Section 2.** That the Zoning Ordinance of Justin, Texas, regulating property legally described as legally described as A0207A F.B. BORDEN, TR 8G (PT), Justin, Denton County, Texas, is amended to establish accordingly as further described in the attached documents.

**Section 3. Applicable Regulations/Zoning Ordinance and Zoning Map Amended.** Development and use of the property shall follow this ordinance, including all Exhibits thereto as

amended hereby, the Code of Ordinances of the City of Justin, Texas, and all applicable state and federal law.

**Section 4. Cumulative/Repealer Clause.** This ordinance shall be cumulative of all provisions of state or federal law and all ordinances of the City of Justin, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such other ordinances, in which event the conflicting provisions of such ordinances are hereby repealed to the extent of such conflict.

**Section 5. Severability Clause.** If any word, section, article, phrase, paragraph, sentence, clause or portion of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect for any reason, the validity of the remaining portions of this ordinance, or the Comprehensive Zoning Ordinance, Chapter 52 of the City of Justin Code of Ordinances, and the remaining portions shall remain in full force and effect.

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

---

Elizabeth Woodall, Mayor

ATTEST:

---

Brittany Andrews, City Secretary

Approved as to form:

---

City Attorney

**ORDINANCE NUMBER 748-23**

**AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS, APPROVING AN AMENDMENT TO THE PREVIOUS PLANNED DEVELOPMENT (PD-GB) FOR JUSTIN SELF-STORAGE APPROXIMATELY 100 FEET WEST FROM THE INTERSECTION OF FM 156 AND HARDEMAN BOULEVARD HAVING THE LEGAL DESCRIPTION A0207A F.B. BORDEN, TR 8G (PT) 2.725 ACRES, DENTON COUNTY, TEXAS; PROVIDING AN INCORPORATION OF PREMISES; PROVIDING A CUMULATIVE/REPEALER CLAUSE, PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the landowners authorized the applicant (Justin Self-Storage) of property legally described as A0207A F.B. BORDEN, TR 8G (PT), zoned as Planned Development-General Business, Justin, Denton County, TX, requested an Amendment to the previous approved Planned Development; and

**WHEREAS**, the Planning and Zoning Commission of the City of Justin (the "Commission"), in compliance with the laws of the State of Texas, gave the requisite notices by publication and otherwise, and held public hearings and afforded full and fair hearings to all property owners generally and to all persons interested in this regard; and

**WHEREAS**, having reviewed the request the Commission determined that the change of the proposed SUP was compatible with surrounding uses and the City's Future Land Use Plan and recommended approval of this Ordinance; and

**WHEREAS**, the City Council of the City of Justin, in compliance with the laws of the State of Texas, having given the requisite notices by publication and otherwise, having held public hearings and afforded full and fair hearings to all property owners generally and to all persons interested in this regard, and having considered the recommendation of the Planning and Zoning Commission, has determined that the proposed amendment is approved and made a part of this ordinance with the following conditions:

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS:**

**Section 1. Incorporation of Premises.** That all of the above recitals are found to be true and correct and are incorporated into the body of this ordinance as if fully set forth herein.

**Section 2.** That the Zoning Ordinance of Justin, Texas, regulating property legally described as legally described as A0207A F.B. BORDEN, TR 8G (PT), Justin, Denton County, Texas, is amended to establish accordingly as further described in the attached documents.

**Section 3. Applicable Regulations/Zoning Ordinance and Zoning Map Amended.** Development and use of the property shall follow this ordinance, including all Exhibits thereto as

City Attorney

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 5

Title: Consider an amendment to the Code of Ethics to comply with the Home Rule Charter.

Department: Human Resources

Contact: Human Resources Generalist, Janet Holden

Recommendation: Approve/Deny amendments to the Code of Ethics

---

Background: The Code of Ethics has been updated to comply with the Home Rule Charter.

Item VI of the Code of Ethics was updated from 1 year to 3 years after the expiration of the term of office for a Mayor or Councilmember – Page 8 Section 3.08 item #2 of the Home Rule Charter.

Item VII of the Code of Ethics was updated to include the Board Of Ethics role regarding jurisdiction to conduct investigations and make recommendations on any complaint filed. – Page 40 item # 3 of the Home Rule Charter.

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City Attorney Review: Yes

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Attachments:

1. Draft amendment to Code of Ethics

**City of Justin**  
**Code of Ethics**

**I. DECLARATION OF POLICY**

It is hereby declared to be the policy of the City of Justin that the proper operation of representative government requires that public officials and employees be independent, impartial and responsible only to the people of the City; that the governmental decisions and policy be made in the proper channels of the governmental structure; that no official, employee or member of any standing committee or board should have any interest, financial or otherwise, direct or indirect, or engage in any business transaction or professional activity, or incur any obligation of any nature, which is in conflict with the proper discharge of duties in the public interest; that public office not be used for personal gain; and that the City Council of the City of Justin (the "City Council") at all times shall be maintained as a nonpartisan body. The City Council, with the support of the City's residents, desires to implement such a policy. Therefore, the City Council deems it advisable to enact a code of ethics for all officials and employees, whether elected or appointed, paid or unpaid, to serve not only as a guide for official conduct of the City's public servants, but also as a basis for discipline for those who refuse to abide by its terms.

**II. DEFINITIONS**

In this article, unless the context otherwise requires:

*Employee* means any person employed by the City, including those individuals on a part-time basis, but shall not be extended to apply to any independent contractor.

*Official* means any elected or appointed member of the City Council and any person appointed by the City Council to a board, commission, or committee of the City of Justin..

**III. STANDARDS OF CONDUCT**

No official or employee of the City shall:

- Accept any gift or favor from any person, firm or corporation that might reasonably tend to influence the official or employee in the discharge of official duties or grant in the discharge of official duties any improper favor, service, or thing of value. This shall not include a de minimis gift or favor with a value of less than \$100.
- Use the official's or employee's official position to secure special privileges or exemptions for any person, including the official or employee.
- Grant any special consideration, treatment, or advantage to any citizen, individual, business organization or group beyond that which is available to every other citizen, individual, business organization or group. This shall not prohibit the granting of fringe benefits to City employees as a part of their contract of employment or as an added incentive to the securing or retaining of employees.

- Disclose information that could adversely affect the property, government, or affairs of the City, nor directly or indirectly use any information gained by reason of the official's or employee's position or employment for personal gain or benefit or for the private interest of others.
- Transact any business on behalf of the City in an official capacity with any business entity with which the official or employee is an official, agent or member, or in which the official or employee owns a substantial interest. In the event that such a circumstance should arise, then the official or employee shall make known the interest, and in the case of an official, abstain from voting on the matter, or in the case of an employee, turn the matter over to a superior for reassignment, state the reasons for doing so, and have nothing further to do with the matter involved.
- Engage in any outside activities which will conflict with, or will be incompatible with, assigned duties in the employment of the City, or reflect discredit upon the City, or in which employment in the City will give the employee an advantage over others engaged in a similar business, vocation, or activity.
- Accept other employment or engage in outside activities incompatible with the full and proper discharge of duties and responsibilities with the city, or which might impair independent judgment in the performance of public duty.
- Receive any fee or compensation for services as an official or employee of the city from any source other than the City, except as may be otherwise provided by law. This shall not prohibit performing the same or other services for a private organization that the employee or official performs for the City if there is no conflict with duties and responsibilities to City.
- Represent, directly or indirectly, or appear in behalf of private interests of others before any agency of the City or any City board, commission or committee, nor shall such official or employee represent any private interest of others in any action or proceeding involving the City, nor participate on behalf of others in any litigation to which the City might be a party, nor shall such official or employee ever accept any retainer or compensation that is contingent upon a specific action taken by the City or any of its agencies.
- Use the prestige of the official's or employee's position on behalf of any political party, but shall at all times maintain the nonpartisan policy of the City, provided that all officials and employees are encouraged to register and vote as they may choose in all local, state and national elections.
- Knowingly perform or refuse to perform any act to deliberately thwart the execution of the City ordinances, rules or regulations, or the achievement of official City programs.
- Use City supplies, equipment, or facilities for any purpose other than the conduct of official City business.
- Engage in any dishonest or criminal act or any other conduct prejudicial to the



government of the City or that reflects discredit upon the government of the City.

#### **IV. COMPLIANCE WITH THE LAW**

All officials shall comply with the laws of the nation, the State of Texas, and the Town in the performance of their public duties. These laws include but are not limited to the United States and Texas constitutions; Texas civil statutes; Texas penal laws; and the Town Ordinances and policies.

- Elected officials and appointed officials, advisory boards and commissions must adhere to the following Texas statutes: Civil Statutes - Open Meetings Act (Texas Government Code, Ann. Chapter 551) Public Information Act/Open Records Act (Texas Government Code, Ann. Chapter 552) Conflicts of Interest (Texas Local Government Code, Chapter 171) Official Misconduct (Texas Penal Code, Chapter 36, Chapter 39) Nepotism (Texas Local Government Code, Chapter 573) Whistleblower Protection (Texas Local Government Code, Chapter 554) Competitive Bidding and Procurement (Texas Local Government Code, Chapter 252)
- State Penal Laws - Bribery (Texas Penal Code, 36.02) Coercion of Public Servant or Voter (Texas Penal Code, §36.03) Improper Influence (Texas Penal Code §36.04) Tampering with a Witness (Texas Penal Code §36.05) Retaliation (Texas Penal Code §36.06) Gifts to Public Officials (Texas Penal Code §36.08) Offering Gift to Public Servant (Texas Penal Code §36.09) Abuse of Office (Texas Penal Code, Chapter 39) Official Misconduct (Texas Penal Code §36.02) Official Oppression (Texas Penal Code §39.03) Misuse of Official Information (Texas Penal Code §39.06).

#### **V. DISCLOURE OF INTEREST**

Any official, who has either a personal or private interest in any matter pending before the official's committee or board, shall disclose such interest to the other members of the committee or board and shall refrain from discussing the same with any other member of the committee or board and shall not vote thereon.

#### **VI. THREE-YEAR PROHIBITION OF TRANSACTIONS WITH CITY AFTER OFFICIAL'S TERMINATION OF SERVICE**

All officials, whether elected or appointed, shall be disqualified, for a period of Three (3) years after termination of service with the City, from entering any transactions or contracts with the City where such former official has a financial interest either directly or indirectly.

## **VII. COMPLAINTS; HEARING**

Any person who believes that there has been a violation of a provisions of this code may file a sworn complaint with Human Resources who will notify the Board of Ethics that the complaint has been received. The complaint shall:

- (1) identify the person or persons who allegedly committed the violation.
- (2) provide a statement of the facts on which the complaint is based.
- (3) to the extent possible, identify the rule or rules allegedly violated; and
- (4) be sworn to in the form of an affidavit and be based on personal knowledge of the affiant and be subject to the laws of perjury.

The Board of Ethics Chairperson- shall send notification to the City Council that a complaint has been received and that the Board will be convening to review the complaint for validity. Once the Board of Ethics has determined the complaint is valid, a copy of the complaint shall be forwarded to, the person charged in the complaint along with the date of when the Board will meet to investigate the complaint. Such investigation may include, but is not limited to, reviewing written statements, and interviewing witnesses. The person charged in the complaint shall also be provided with a copy of the ethics rules and shall be informed that a response may be filed with Human Resources any time before the meeting of the Board of Ethics. Once the Board of Ethics has completed its investigation of the complaint and reviewed the charged person's response, the Board shall forward the complaint, as well as the Board's recommendation, to the City Council.

The City Council shall hold a hearing at an open meeting to review the complaint, and the recommendation of the Board of Ethics to determine whether a violation of this code has occurred as alleged by a sworn complaint. Not less than 10 days before the hearing, Human Resources shall give written notice of the hearing to both the person who made the complaint and the person about whom the complaint was made.

The person charged in the complaint and the complainant have the right to attend the hearing, to make a statement. The time permitted for presentation will be at the discretion of the City Council.

At the conclusion of the hearing, the City Council shall either:

- (1) dismiss the complaint; or
- (2) upon finding that there has been a violation of the ethics laws,
  - (A) impose sanctions in accordance with these regulations; or
  - (B) state why no remedial action is imposed.

## **VIII. REPORTS BY CITY AUDITOR**

Each year, at the time of the annual audit of the financial affairs of the City, the City's auditor shall comment in a special report to the City Council on any and all financial transactions between the City and its officials and employees.

## **IX. VIOLATIONS; DECISIONS**

The failure of any official or employee to comply with or who violates one or more of the foregoing standards of conduct shall constitute grounds for expulsion, reprimand, and removal from office or discharge, whichever is applicable. In the case of a City Councilmember, the matter shall be decided by a majority of the remainder of the Councilmembers. In the case of members of boards or commissions, the matters shall be decided by the City Council. The decision of these bodies shall be final in the absence of bias, prejudice, or fraud.

Adopted and approved on September 14, 2021, by the Council of the City of Justin during a regularly scheduled meeting.

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 6

Title: Discussion regarding a License Plate Reader Policy.

Department: Police Department

Contact: Chief of Police, Alex Coss

Recommendation: Approve the proposed policy draft.

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Background: The following policy draft was requested for approval and to coincide with the purchase of four (4) automated license plate readers. The initial draft for this policy was generated through the Lexipol electronic policy management platform and is updated in response to new state and federal laws and court decisions. In addition, the policy is compliant with state best practices standards. Furthermore, the policies for six (6) additional municipalities were reviewed and provided minor additions to the final draft.

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City Attorney Review: Yes

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Attachments:

- 1). Draft policy
- 2). Sample 1: Town of Argyle
- 5). Sample 4: City of Krum
- 6). Sample 5: Town of Northlake

	<b>ARGYLE POLICE DEPARTMENT</b>	
	<b>Policy 7.45 Automated License Plate Readers</b>	
	<b>Effective Date: 25May20</b>	<b>Replaces:</b>
	<b>Approved:</b> _____ Chief of Police	
	<b>Reference:</b>	

## I. PURPOSE

The primary purpose of the Argyle Police Department Automated License Plate Reader (ALPR) system is to provide an investigative tool for officers and Criminal Investigative Division personnel. This tool will assist in the detection and apprehension of vehicles and/or persons traveling through the jurisdiction of the Argyle Police Department in a vehicle that has a license plate that has been entered either into the National Crime Index Computer (NCIC) or the Argyle Police Department (PPD) ALPR Hotlist. The ALPR system will assist in the development of leads, which can eventually identify suspects who have committed crimes within the City of Argyle or surrounding municipalities.

## II. POLICY

The Argyle Police Department has established this policy for the use and deployment of Automated License Plate Readers (ALPR) to assist in providing safety to the residents of the Town of Argyle. This policy establishes the use of ALPR technology.

## III. DEFINITIONS

- A. Automated License Plate Readers (ALPR) – High-speed, computer-controlled camera systems which automatically capture all license plate numbers that come into view, along with the location, date, and time data.
- B. Hotlist - A local listing of vehicle license plates that are associated with:
  - 1. Stolen vehicles and/or stolen license plates
  - 2. Wanted persons
  - 3. Missing persons
  - 4. Vehicles related to, or used in the commission of, a criminal act
  - 5. Registered Sexual Offenders
  - 6. Officer Safety Concerns (including, but not limited to violent offenders, threats towards law enforcement officers and suspected gang members)



#### IV. PROCEDURE

This policy establishes procedures for the lawful and proper use of ALPR technology while at the same time protecting the rights of residents and motorists traveling on public roadways in the Town of Argyle.

- A. General - The ALPR Program will be managed by the Command Staff of the Police Department to ensure that the equipment is being effectively utilized and maintained. The Chief of Police and Criminal Investigation Division detective will be responsible for establishing the locations for the placement of ALPR system equipment. ALPR locations will be determined based on maximum captures of license plates at points of ingress and egress, and natural traffic choke points where vehicles must pass before entering sections of the Town of Argyle.

At the time of this policy, the Argyle Police Department has been authorized and funded for a total of six (6) ALPR systems, all at fixed locations.

- B. Patrol - Patrol Officers of the Argyle Police Department will be responsible for monitoring the ALPR system via a web-based application. All hits received will sound an alert on the officers' Mobile Data Terminals (MDTs). Upon receiving an alert, an on-duty officer will immediately confirm the captured license plate (photo) as related to a wanted/suspect vehicle through either NCIC, TCIC or the Argyle Police Department Hotlist. Upon visual verification of the license plate, the officer will manually verify the wanted plate to determine if it is still outstanding as wanted.
  - 1. Wanted/stolen license plates that are verified, will result in an immediate response by an officer in that patrol section as a priority event. The Officer shall notify dispatch of the incident and that he/she is responding.
    - a) Stolen License Plates – On all stolen license plate hits, the officer will check the stolen plate through TCIC/NCIC. Should the stolen license plate come back to a vehicle with the same make, model and color of the vehicle that the stolen plate is currently being displayed on, the responding officer(s) shall confirm the Vehicle Identification Number (VIN) to confirm the identity of the vehicle upon making an investigative stop. **Officers should be mindful that Texas requires two license plates.** Therefore, even though a license plate could have been entered as stolen, a vehicle could be displaying the correct matching license plate for said vehicle if the owner had not yet requested or obtained new registration plates.
  - 2. Hotlist Alerts may include specific instructions for the officers in the field. These instructions shall be followed by the responding officer; e.g. *“stop only with probable cause and ID occupants”*.

3. Argyle Police Officers shall be responsible for requesting that Denton County dispatch personnel notify the NCIC/TCIC information submitting jurisdiction of the recovery of any wanted stolen vehicle(s) and the status of any arrestee(s). All notifications shall be made per established NCIC/TCIC protocols.
4. Upon being notified of an ALPR Hit/Alert, on-duty officers will respond to the area of the capture and look for the suspect vehicle. If the vehicle is located, proper traffic stop procedures shall be followed based upon the type of hit, officer observations, and other factors present. Where possible and tactically appropriate, the first officer identifying the wanted vehicle shall wait for adequate back-up before initiating a traffic stop or engaging the vehicle. Felony stops will be conducted where warranted by the situation and officers shall prioritize the safety of the public and responding officers.
5. Argyle Police Officers shall be bound by the restrictions of the Argyle Police Department vehicle use and pursuit policies when weighing whether to pursue vehicles with stolen vehicle ALPR hits.

#### C. Criminal Investigation Division (CID) responsibilities

1. Detectives shall utilize ALPR data to assist in the identification of suspects involved in criminal activity in the City of Argyle and surrounding areas.
2. Detectives shall have search access capability, enabling them to search the database to aid in criminal investigations.
3. When Detectives utilize ALPR data to assist in the identification of a suspect or vehicle linked to criminal activity, the ALPR data shall be downloaded from the ALPR System and scanned into the investigative incident as evidence.

#### D. Supervisory responsibilities

1. Supervisors shall monitor radio traffic for incidents where officers are responding to an ALPR hit. Should a vehicle fail to stop for a police unit with all emergency equipment activated, the on-duty Supervisor shall determine if the reason for the ALPR hit, along with other information provided by the responding officer, authorizes a vehicle pursuit based on Argyle Police Department General Orders. Supervisors shall immediately notify officers via the radio to terminate any pursuit which is unauthorized.
2. An on-duty supervisor may make the final determination, if necessary, as to whether to make an arrest or release a subject stopped as a result of an ALPR hit and shall document the incident and his/her decision.

## **V. ALPR DATA**


The Argyle Police Department ALPR system database and capture information are to be used for official law enforcement purposes only.

- A. Personnel shall use the database only for investigative/administrative purposes and shall treat all data as confidential.
- B. Personnel will not enter any license plates into the Argyle Police Department "Hotlist" unless the vehicle and/or known driver/occupant is currently wanted and/or suspected of involvement in criminal activity. All hotlist vehicles shall include an Incident Number and the reason for the vehicle being entered into the system. All vehicles entered in the hotlist shall include an expiration date. In order to enter a license plate into the Local Hotlist Database, an officer should have reasonable suspicion to believe the license plate is directly associated with the person sought (owner, regular driver, regular passenger, driver or passenger involved in previous criminal activity in said vehicle, etc.), or a person or vehicle connected to an officer safety alert or other criminal activity.
- C. ALPR capture data shall be purged after 30 days unless it is evidence or necessary for an on-going investigation.
- D. When personnel become aware of invalid data being contained within the state NCIC/TCIC database, the employee finding the error shall notify the contributing agency and document who was notified by name and title.
- E. The Argyle Police Department may enter into data-sharing agreements with other law enforcement agencies as determined by the Chief of Police.
- F. Use of the ALPR system for unauthorized purposes, including for personal business, may result in discipline up to, and including, termination.

**VI. PRIVATELY OWNED/FUNDED ALPR SYSTEMS** - The Argyle Police Department recognizes that residents, businesses and/or community organizations such as Homeowner Associations, Apartment complexes, etc. may want to purchase privately owned ALPR systems and link them to the Argyle Police Department network of systems.

- A. All private ALPR systems linked to the Argyle Police Department system must be approved by the Chief of Police.
- B. All data received by the Argyle Police Department shall become subject to all provisions of this policy.

- C. The Argyle Police Department must be provided search capabilities to any linked ALPR system.
- D. The Argyle Police Department shall not be responsible for any costs associated with a privately funded ALPR system.
- E. The Argyle Police Department may not share any TCIC/NCIC information with the owner of any privately owned ALPR system.
- F. Privately owned ALPR systems must meet all local government right of way ordinances, rules and regulations.
- G. The Argyle Police Department will not actively monitor any privately owned ALPR or Video system.

	<b>KRUM POLICE DEPARTMENT</b>	
	<b>Policy 7.45 Use of Automated License Plate Readers</b>	
	<b>Effective Date: October 2020</b>	
	<b>Approved:</b> _____	
	Chief of Police	

## I. POLICY

The Krum Police Department has been authorized by the Krum City Council to utilize Automated License Plate Readers (ALPR) to assist in providing safety to the residents of the City of Krum.

## II. PURPOSE

The purpose of the Automated License Plate Reader (ALPR) system is to provide an investigative resource to be utilized in Patrol Operations and Criminal Investigations. This investigative resource is to be used in the detection and apprehension of vehicles and/or persons traveling through the jurisdiction of the Krum Police Department in a vehicle that has a license plate which has been entered either into the National Crime Information Computer (NCIC), the Texas Crime Information Computer (TCIC), or a vehicle previously identified as suspicious or associated with criminal actions.

This policy establishes the lawful and proper use of the ALPR technology and provides the best use of the ALPR technology. This policy will also protect the rights of all residents and motorists on public roadways while in the jurisdiction of the City of Krum

## III. PROCEDURES

### A. General

The ALPR Program will be managed by the Chief of Police, or his designee, in order to ensure that the equipment is being effectively used and maintained. The Chief of Police, or his designee, will be responsible for the determination of the locations for the placement of the ALPR system equipment. Locations will be determined based on maximum captures of license plates at points of ingress and egress into the city and/or locations based on the needs of the department.

### B. Patrol

Upon being notified of an ALPR alert, the on-duty officer(s) shall immediately verify the captured plate information through NCIC/TCIC. Once the vehicle

information is verified as correct, the officer(s) shall respond to the area of the capture and search for the vehicle. In the event the vehicle is located, the officer(s) shall develop their own reasonable suspicion or probable cause to perform a proper traffic stop or engagement. If prudent and based on the officer(s) observations, or any other factors present, the officer(s) may wait for additional back-up, before initiating a traffic stop or engagement with occupants of the vehicle. In the event of a Felony traffic stop, the event will be properly documented.

1. ALPR notifications and outcomes will be documented and brought to the attention of the Chief of Police, or his designee.

#### C. Criminal Investigations

1. Department personnel shall utilize ALPR data to assist in the identification of suspects involved in criminal activity in the City of Krum area.
2. Department personnel shall have access to search the ALPR database for vehicles or persons suspected of being involved in criminal activity.
3. When department personnel utilize ALPR data to assist in identification of a vehicle or suspect linked to criminal activity, the ALPR data shall be downloaded from the system and attached to the investigative report as evidence.

#### D. Officer Responsibilities

1. The on-duty officer(s) shall document and report to the Chief of Police, or his designee, any ALPR alert which results in a vehicle stop or engagement.
2. Should a vehicle fail to stop for a marked unit with emergency equipment activated, the officer(s) shall follow the established Vehicle Pursuit policy (Section 7.15).

### IV. ALPR DATA

All Krum Police Department ALPR system databases and photograph capture information shall be used for official law enforcement purposes only. Department personnel shall only access the database for investigative/administrative purposes only and treat all information as confidential. The utilization of the ALPR system for any other reason will require the approval of the Chief of Police prior to use.

- A. Department personnel will not “Flag” any license plate into the database unless the vehicle currently is wanted or suspected in criminal activity. Any flagged vehicle shall include an Event, Incident and/or Case number and the reason for the vehicle being flagged in the system. Entry of any flagged vehicle must have Supervisors approval. Any flagged vehicle may only be in the system for a maximum of 90 days.



A Supervisor may extend the time, after a review, if it is believed more time is warranted.

- B. All ALPR data shall be purged after 30 days unless it is evidence or necessary for an active criminal investigation.
- C. When department personnel become aware of any invalid data being contained within the state NCIC/TCIC database, the Chief of Police, or his designee shall notify the contributing agency and document who was notified by name and title.
- D. The Krum Police Department may enter into data-sharing agreements with other law enforcement agencies as determined by the Chief of Police.

## **V. PRIVATELY OWNED/FUNDED ALPR SYSTEMS**

The Krum Police Department will not actively monitor any privately-owned ALPR system without approval of the Chief of Police.

## Automated License Plate Readers (ALPRs)

### 427.1 PURPOSE AND SCOPE

The primary purpose of the Northlake Police Department Automated License Plate Reader (ALPR) system is to provide an investigative tool for officers and Criminal Investigation Division personnel in the apprehension and detection of vehicles and/or persons in our jurisdiction who are committing criminal acts. The ALPR system will detect vehicle license plate information on vehicles that have been entered into the National Crime Information Center (NCIC), the Texas Crime Information Center, or the Northlake Police Department (NPD) ALPR hotlist. The ALPR system will assist in the development of leads, which could identify suspects who have committed crimes within the Town of Northlake or surrounding municipalities.

### 427.2 POLICY

The Northlake Police Department has established this policy for the use and deployment of ALPR system to assist in providing safety to residents of the Town of Northlake. This policy establishes the use of ALPR technology.

### 427.3 AUTHORIZED PURPOSES, COLLECTION AND USE OF ALPR DATA

To support the mission of the Northlake Police Department, law enforcement personnel with a need and right to know will utilize ALPR technology to:

- Locate stolen, wanted, and subject to investigation vehicles;
- Locate and apprehend individuals subject to arrest warrants or otherwise lawfully sought by law enforcement;
- Locate witnesses and victims of violent crime;
- Locate missing and elderly individuals, including responding to Amber, Silver, or Blue Alerts;
- Support local, state, federal and tribal public safety departments in the identification of vehicles associated with criminal activity.

### 427.4 RESTRICTIONS ON COLLECTION OF ALPR DATA AND USE OF ALPR SYSTEMS

The Northlake Police Department may utilize ALPR data to collect data that is within public view, but may not be used for the sole purpose of monitoring individual activities protected by the First Amendment of the United States Constitution.

- ALPR users may not contact occupants of stolen, wanted, or subject of investigation vehicles unless ALPR users are sworn law enforcement officers of the Northlake Police Department.
- ALPR users must recognize that the data collected by ALPR devices and the content of referenced hotlists, consist of data that may or may not be accurate, despite ongoing

# Northlake Police Department

## Policy Manual

### Automated License Plate Readers (ALPRs)

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efforts to maximize the currency and accuracy of such data. **To the greatest extent possible, vehicle and subject information will be verified from separate law enforcement information sources (dispatch) to confirm the vehicle or subject's identity and justification for contact. Users of ALPR data must, to the fullest extent possible, visually confirm the plate characters generated by the ALPR readers corresponded with the digital image of the license plate in question.**

- All users of the ALPR data are required to acknowledge that they have read and understood this policy prior to being granted access to the ALPR data portal.
- Training is also required for all authorized users prior to access to the ALPR data portal.

#### **427.5 TRAINING**

Only persons trained in the use of the ALPR system, including its privacy and civil liberties protections, shall be allowed access to the ALPR data. Training shall consist of:

- Legal authorities, developments and issues involving the use of ALPR data and technology
- Current policy regarding the appropriate use of ALPR systems
- Technical, physical, administrative and procedural measures to protect the security of ALPR data against unauthorized access or use

Training shall be updated as technological, legal and other changes that affect the use of the ALPR system occur. In no case shall a person utilize the ALPR system if the member has not completed training in more than two (2) years.

#### **427.6 AUTHORIZED USERS OF THE ALPR DATA PORTAL**

The Northlake Police Department utilizes ALPR data supplied through an online portal. The following personnel have access to the ALPR portal:

- All sworn members of the Northlake Police Department

#### **427.7 REASONS FOR INQUIRY / REASONS FOR ENTRY**

Users accessing the ALPR portal must provide a Reason For Inquiry (RFI) or Reason For Entry (RFE) regarding the need to pull data on a license plate or entry into the hotlist. The reason should be in the form of an incident or call for service number.

#### **427.8 ALPR DATA**

The Northlake Police Department ALPR system database and capture information are to be used for official law enforcement purposes only.

- (a) Personnel shall use the database for investigative purposes and shall treat all data as confidential.

# Northlake Police Department

## Policy Manual

### Automated License Plate Readers (ALPRs)

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- (b) Personnel shall not enter any license plates into the Northlake Police Department "hotlist" unless the vehicle and/or known driver/occupant is currently wanted and/or suspected of involvement in criminal activity. All hotlist vehicles shall include an Incident Number and the reason for the being being entered into the system. All vehicles entered in the hotlist shall include an expiration date upon entry. In order to enter a license plate into the local hotlist database, an officer should have reasonable suspicion to believe the license plate is directly associated with the person sought, or a person or vehicle connected to an officer safety alert or other criminal activity.
- (c) ALPR captured data shall be purged after 30 days unless it is evidence or necessary for an on-going investigation.
- (d) When personnel become aware of invalid data being contained within the state NCIC/TCIC database, the member finding the error shall notify the contributing agency and document who was notified by name and title.
- (e) The Northlake Police Department may enter into data-sharing agreements with other law enforcement agencies as determined by the Chief of Police.
- (f) Use of the ALPR system for unauthorized purposes, including personal business, may result in disciplinary action, up to and including termination.

#### **427.9 AUDITS**

Access to, and use of the ALPR data is logged for audited purposes. Audit reports are structured in a format that is understandable, useful, and contains at a minimum:

- (a) The name of the law enforcement user;
- (b) The name of the agency employing the user;
- (c) The date and time of access;
- (d) The specific data accessed;
- (e) The supplied authorized law enforcement justification for access (RFI/RFE); and
- (f) A case number associated with the investigation effort generating the ALPR data query.

Any unauthorized use of the ALPR data will be reported to the Chief of Police via chain of command immediately.

Access, use, permissions, entries, inquiries, and transaction data will be audited and audit reports will be generated at least once per quarter with the calendar year or on request by supervisory personnel with the Northlake Police Department. Audit reports shall be forwarded to the Chief of Police.

Any discovered intentional misconduct will lead to further investigation, termination of system access and notification of the user's Division Captain for appropriate recourse. The auditing data will be used to identify system issues, inadvertent misuse and requirements for policy changes, training enhancements, or additional oversight mechanisms.

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 7

Title: Discuss departmental reporting and expectations.

Department: Administration

Contact: Interim City Manager, Jarrod Greenwood

Recommendation:

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Background:

This item is on the agenda at the request of Councilman Mounce.

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City Attorney Review:

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Attachments:

1).

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 8

Title: Discussion regarding the creation of and membership to the City of Justin Board of Ethics.

Department: Administration

Contact: Interim City Manager, Jarrod Greenwood

Recommendation: Discussion only.

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Background: This item has been added to the agenda for discussion only as we take the necessary steps in becoming compliant with our Home Rule Charter in relation to the Board of Ethics. The City has opened up applications and have attached those for your review. The council will need to approve an ordinance for the creation of this board as well as the appointments of the members at a future meeting, but we wanted to begin the conversation.

Language in the charter is referenced here:

Section 13.08:

No more than 30 days after the May 2023 regular City election, the City Council shall create a Board of Ethics, which shall consist of five regular members and up to three alternate members. Each board member shall be appointed by the affirmative vote of a majority of the full membership of the City Council. Any person wishing to serve as a board member must meet the eligibility requirements for elected office under this charter and shall submit to the City Council an application that demonstrates such person's qualifications to serve.

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City Attorney Review: Yes

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Attachments:

1. Board of Ethics Applications



# Print

## Board, Commission & Committee Application - Submission #1533

Date Submitted: 2/17/2023

First Name\*

Lynne

Last Name\*

Heygster

Address\*

310 HARDEMAN BLVD

City\*

JUSTIN

State\*

TX

Zip Code\*

76247-7037

Mailing Address (If different)

City

State

Zip Code

Phone Number\*

801-891-1578

Email Address\*

lynneheygster7@gmail.com

Are you over the age of 18?\*



Yes



No

Are you a registered voter?\*



Yes



No

Are you a Justin resident, property, business owner, or City Staff?\*



Yes



No

Current Occupation/Employer

Retired

Education, Licenses, or Certifications

Bachelor of Science, University of Utah Masters Consciousness Studies with Ministerial Studies, Holmes Institute School of Consciousness Studies Ordained Minister of Religious Science, Centers for Spiritual Living Clinical Pastoral Education, ACPE Certification

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

Library Board, joined just before the covid shutdown, did not stay on Board.

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics

If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

-- Select One --

What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

Business ethics classes in college and ministerial school, additional ethic workshops as hospital Chaplain. Have volunteered with civic association of a previous neighborhood. Specific training and counseling as Chaplain and clergy to view issues from a non-personal connection. Work experience as a Human Resource Manager, Church Clergy, and a Hospital Chaplain where I must follow a variety of ethic guidelines in everything I did.

List any additional information which you believe would be of value for the City Council to know about you.\*

I have been looking for a way to support our community with my skills and this opportunity falls in line some of my training. I hope I am considered for this Board to work along with others to support a level of commitment to ethical leadership for the City of Justin.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\*



Yes



No

Are there any criminal charges or proceedings pending against you?\*



Yes



No

By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\*

Margaret Lynne Heygster

Date of Submission\*

2/17/2023

Print

Board, Commission & Committee Application - Submission #1535

Date Submitted: 2/20/2023

First Name*	Last Name*
TRACY	ROUSE

Address\*

13411 MOORHOUSE WAY

City*	State*	Zip Code*
JUSTIN	TEXAS	76247

Mailing Address (If different)

City	State	Zip Code

Phone Number*	Email Address*
972-953-9151	TFUR4JC@GMAIL.COM

<p>Are you over the age of 18?*</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Are you a registered voter?*</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Are you a Justin resident, property, business owner, or City Staff?*</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>
---	---	---

Current Occupation/Employer

UTILIZATION REVIEW NURSE/BCBS of TEXAS

Education, Licenses, or Certifications

Some college (all prereqs completed), technical college for practical nursing, LPN registered in Texas, Oklahoma and Illinois, private pilot's license.

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

---

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics



If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

-- Select One --



What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

Throughout my nursing career, ethics have played a priority key role of which I easily utilize in my personal life. I attend and serve at Cross Timbers Church since 2005.

List any additional information which you believe would be of value for the City Council to know about you.\*

I work from home in my current position making it easy for me to contribute to my community and not just on weekends.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

---

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\*

☐

Yes

☒

No

Are there any criminal charges or proceedings pending against you?\*

☐

Yes

☒

No

By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\*

Date of Submission\*

TRACY ROUSE

2/20/2023

# Print

## Board, Commission & Committee Application - Submission #1546

Date Submitted: 2/27/2023

First Name\*

Dana

Last Name\*

Lillard

Address\*

11538 Thistle Ln

City\*

Justin

State\*

TX

Zip Code\*

76247

Mailing Address (If different)

City

State

Zip Code

Phone Number\*

7039464233

Email Address\*

danalillard@gmail.com

Are you over the age of 18?\*



Yes



No

Are you a registered voter?\*



Yes



No

Are you a Justin resident, property, business owner, or City Staff?\*



Yes



No

Current Occupation/Employer

Real Estate/The Brent Germany Team

Education, Licenses, or Certifications

Masters of Legal Studies, Bachelors in Environmental Science, REALTOR - Texas Real Estate Licence 0732017



Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics

If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

Parks and Recreation Board

What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

I have been an insurance broker and agent and adjuster for 10 years prior to moving into the real estate field. All my positions have required a high level of Ethic's to maintain the licensure along with yearly education. I now help run a large real estate team as their VP of Operations handling HR, employee management, payroll etc. all which require a highly ethical individual to make legal and appropriate determinations on people positions and the position of the company.

List any additional information which you believe would be of value for the City Council to know about you.\*

I am a relatively new resident (little over a year) of Justin, however i grew up in Fort Worth not far away and I still consider this area to be home to me as we spent alot of time here when i was younger. I would love to bring my insight into the area and provide a fresh face to Justin and the City's boards. I believe that my background in diligence and contracts can substantially help when dealing with determinations of ethical violations.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\*

☐

Yes

☒

No

Are there any criminal charges or proceedings pending against you?\*

☐

Yes

☒

No

By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\*

Dana Lillard

Date of Submission\*

2/27/2023

Print

Board, Commission & Committee Application - Submission #1550

Date Submitted: 2/28/2023

First Name*	Last Name*
Jennifer	Crawford

Address\*

423 S Snyder Ave

City*	State*	Zip Code*
Justin	Texas	76247

Mailing Address (If different)

City	State	Zip Code

Phone Number*	Email Address*
6027706312	jhiner999@gmail.com

<p>Are you over the age of 18?*</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Are you a registered voter?*</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Are you a Justin resident, property, business owner, or City Staff?*</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>
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Current Occupation/Employer

Cox Automotive

Education, Licenses, or Certifications

Some college, no licenses, no certifications. Please see work experience.

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

---

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics



If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

Event Committee



What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

Work Experience: Don't let the fact that I've been in the automotive dealership industry for 25 years dissuade you from my potential involvement in an ethics committee. I know, first thoughts, car dealerships are the worst, and trust me, I've worked for some of 'those stores' which is why I would be an excellent candidate for this committee. Serving for over 20 years as a Customer Relations Manager essentially put me in a position to work for the dealership Owners / General Managers to address any customer issues, research claims, and ultimately investigate company risk based on employee actions. I've worked with the Office of the Attorney General in Arizona and Texas, the Oklahoma Consumer Credit Commission, and the Better Business Bureau frequently, outlining fair and customer centric resolve to client issues and complaints which, in some cases, led to discovery of inappropriate and illegal practices. Always operating with a "do the right thing" mentality, and fair resolve for the clients, I've had to advocate strongly for righting some wrongs and in the end the need to know I've done everything ethically that I could and that the supervising agencies agreed were appropriate action for resolve. Community Involvement: I would say my largest and most successful initiative when it came to community involvement was with an initiative through an employer. While working at one of the 'good stores' in Arizona we were looking to use some employee donations, matched by our company, to benefit the community. We had already done some sponsorships for surrounding school team sports but we wanted to go a little deeper and truly make some differences. "Jennifer you are in charge" as stated by the General Manager as he wanted his team selling and servicing vehicles and knew I would best to put heart into something. Being in Arizona at the time, the state is one of the lowest in terms of pay for teachers and funding for schools, with that we knew that due to low funding many of those teachers had to reach in their own pockets to buy supplies for any special projects, etc. With that in mind I created a Teacher's Tab that essentially granted teachers with donations. Essentially it offered teachers an opportunity to write a request for donation \$ or items, spelling out what they would be used for. Some as small as \$100 for art supplies or \$1000 for a few iPads, sensory chairs for special needs children or guitar strings for music class. With the funds we collected from our employees and our company match we were able to award 1-5 teachers a month. I truly never had better days in all my time working in stores than those days where we would surprise not only the teachers but their students as well. There was too much good to be done so I convinced our dealership to divert their advertising dollars to this program, rather than sending thousands of dollars per month on Auto Trader or Online advertisements, why not put those dollars back into the community that you are already in. I encouraged them to allow me to post the photos on our social media page (their perceived idea of advertisement), and yes that was a benefit to the store, but I knew if we posted photos of Ms. Smith's surprise of new art supplies, that she would want to share that and truly, more and more teachers would see this and go to the Teacher's Tab to request their donations. That program continued at that dealership for over 10 years, even after I left and moved to Texas. Here I started the same campaign at a Toyota store I worked for, in fact photos from those efforts still live on their community web page. Probably one of my most proud projects over the years. I cherish those school visits. "I've since moved on, still in the industry but working outside of the dealerships. My desire to get involved in and with the community is still present. Later in March a coworker and I will be going to a company-selected school in Dallas to work on renovations to their outdoor garden and playgrounds.

List any additional information which you believe would be of value for the City Council to know about you.\*

I probably said enough above but, I'm a natural peacemaker, always with knowing and understanding both sides of an argument. It probably stemmed from the balance between an innate sense of needing to do the right thing coupled with the Libra in me, but I think it is important, even when it comes to situations needing ethical review to understand both sides fully before making final decisions.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\*



Yes



No

Are there any criminal charges or proceedings pending against you?\*



Yes



No

By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\*

Jennifer Crawford

Date of Submission\*

2/28/2023

Print

Board, Commission & Committee Application - Submission #1555

Date Submitted: 3/1/2023

First Name\*

Jody

Last Name\*

Ray

Address\*

310 Pine Creat Dr

City\*

Justin

State\*

Tx

Zip Code\*

76247

Mailing Address (If different)

City

State

Zip Code

Phone Number\*

8177279660

Email Address\*

Jody\_Ray@concentra.com

Are you over the age of 18?\*

☒ Yes

☐ No

Are you a registered voter?\*

☒ Yes

☐ No

Are you a Justin resident, property, business owner, or City Staff?\*

☒ Yes

☐ No

Current Occupation/Employer

Operations Director/Concentra Health

Education, Licenses, or Certifications



Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*

☐

Yes

☒

No

If yes, please specify

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics

If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

-- Select One --

What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

In my role I am required to partner closely and regularly with HR to ensure decisions involving the company and our colleagues are made with integrity, following established policies. When matters occur that do not have an established policy, we refer to history and align with decisions made in previous similar situations. Once a president has been established it is important we remain consistent.

List any additional information which you believe would be of value for the City Council to know about you.\*

If needed, I can easily obtain letters of recommendation from our HR Director who is retiring and we once discussed the potential that i could be her replacement (i enjoy my current role). Our Sr VP.of.HR would also likely provide a recommendation if needed. I am a sitting council's fiance. If matters arose impacting him, I would remove.myswlf.from the discussion which is an established solution by current Council members.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*

☐

Yes

☒

No

If yes, please explain.

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\*



Yes



No

Are there any criminal charges or proceedings pending against you?\*



Yes



No

By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\*

Jody Ray

Date of Submission\*

3/1/2023

Print

Board, Commission & Committee Application - Submission #1563

Date Submitted: 3/9/2023

First Name\*

Steven

Last Name\*

Duran

Address\*

509 Hillside Drive

City\*

Justin

State\*

TX

Zip Code\*

76247

Mailing Address (If different)

City

State

Zip Code

Phone Number\*

972-313-5887

Email Address\*

stevendurab3005@gmail.com

Are you over the age of 18?\*

☒ Yes  
☐ No

Are you a registered voter?\*

☒ Yes  
☐ No

Are you a Justin resident, property, business owner, or City Staff?\*

☒ Yes  
☐ No

Current Occupation/Employer

Engineer

Education, Licenses, or Certifications

BS Mechanical Engineering

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics



If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

Planning and Zoning Commission



What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

Over 38 years mechanical engineering experience in Aerospace and Telecommunications.

List any additional information which you believe would be of value for the City Council to know about you.\*

Articulate and committed. Member of The Grove Church. Experienced as a lead engineer on various projects from start through completion in the analysis and development of electro mechanical equipment used on Aerospace and Telecommunications electronic equipment.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

**Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\***

☐

Yes

☒

No

**Are there any criminal charges or proceedings pending against you?\***

☐

Yes

☒

No

**By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\***

Steven Duran

**Date of Submission\***

3/9/2023

Print

Board, Commission & Committee Application - Submission #1564

Date Submitted: 3/9/2023

First Name\*

Daniel

Last Name\*

Guiley

Address\*

1238 Stagecoach trl.

City\*

Justin

State\*

Tx

Zip Code\*

76247

Mailing Address (If different)

City

State

Zip Code

Phone Number\*

4328530666

Email Address\*

Dansdents@gmail.com

Are you over the age of 18?\*

☒ Yes

☐ No

Are you a registered voter?\*

☒ Yes

☐ No

Are you a Justin resident, property, business owner, or City Staff?\*

☒ Yes

☐ No

Current Occupation/Employer

Realtor

Education, Licenses, or Certifications

High School, Realtor, Business Owner

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

---

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics



If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

Parks and Recreation Board



What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

Great with people and maintaining integrity and what is fair.

List any additional information which you believe would be of value for the City Council to know about you.\*

Iâ€™m new to the city and excited to serve the community and keep it great!

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

---

**Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\***



Yes



No

**Are there any criminal charges or proceedings pending against you?\***



Yes



No

**By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\***

Daniel Guiley

**Date of Submission\***

3/9/2023



Print

Board, Commission & Committee Application - Submission #1570

Date Submitted: 3/19/2023

First Name\*

Chris

Last Name\*

Campbell

Address\*

609 ranchwood dr

City\*

Justin

State\*

Texas

Zip Code\*

76247

Mailing Address (If different)

City

State

Zip Code

Phone Number\*

8177736288

Email Address\*

Ccampbell32725@gmail.com

Are you over the age of 18?\*

☒ Yes

☐ No

Are you a registered voter?\*

☒ Yes

☐ No

Are you a Justin resident, property, business owner, or City Staff?\*

☒ Yes

☐ No

Current Occupation/Employer

Insurance

Education, Licenses, or Certifications

MBA, cpcu, asli, AIS, afis

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?\*



Yes



No

If yes, please specify

---

On which Board, Commission, or Committee are you interested in serving? (First Choice)\*

Board of Ethics



If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that.

Type A Economic Development Board



What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?\*

I have worked as an executive member in four companies. I have my MBA with an emphasis in international management.

List any additional information which you believe would be of value for the City Council to know about you.\*

Bilingual.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest?\*



Yes



No

If yes, please explain.

---

**Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)\***



Yes



No

**Are there any criminal charges or proceedings pending against you?\***



Yes



No

**By typing your full name in the box, you acknowledge that the information provided is correct to the best of your ability.\***

Christopher s Campbell

**Date of Submission\***

3/19/2023

City Council Meeting

March 28, 2023

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Items: 9

Title: Consider Resolution 600-23 authorizing the Interim City Manager to work with the Justin Heritage Foundation, authorizing the Interim City Manager to approve protective measures related to the Gaston House and affirming approval of previous protective measures/actions by the Interim City Manager

Department: Administration

Contact: Interim City Manager, Jarrod Greenwood

Recommendation: Discuss and take appropriate action.

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Background: Staff continue to work through formal agreements with the Justin Heritage Foundation to outline the specifics on the work being done to the Gaston House. In the meantime staff recommends that the council consider this resolution in order to prevent any further delays in completing protective measures to the house. The Foundation has located a company that can tarp the home, and after completing insurance requirements with the City, staff will allow them to complete the work.

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City Attorney Review:

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Attachments:

1. Resolution 600-23

## **RESOLUTION NO. 600-23**

**A RESOLUTION OF THE CITY OF JUSTIN CITY COUNCIL AUTHORIZING THE INTERIM CITY MANAGER TO WORK WITH THE JUSTIN HERITAGE FOUNDATION, AUTHORIZING THE INTERIM CITY MANAGER TO APPROVE PROTECTIVE MEASURES RELATED TO THE GASTON HOUSE AND AFFIRMING APPROVAL OF PREVIOUS PROTECTIVE MEASURES/ACTIONS BY THE INTERIM CITY MANAGER.**

**WHEREAS**, the City of Justin (the “City”), Texas is a Home Rule municipality acting under its charter pursuant to Chapter 9 of the Texas Local Government Code; and

**WHEREAS**, The Justin Heritage Foundation is a local nonprofit 501(c)(3) organization that has designated the Gaston House as a historical preservation project;

**WHEREAS**, the City of Justin is the owner of the Gaston House property;

**WHEREAS**, the Gaston House is in great need of repairs to prevent further structural damage;

**WHEREAS**, the Interim City Manager has allowed the Justin Heritage Foundation to make necessary protective measures to the Gaston House;

**WHEREAS**, the City Council has determined that it is in the best interest of the Gaston House to allow the Interim City Manager to continue work with the Justin Heritage Foundation to prevent further structural damage to the Gaston House and to adopt this Resolution.

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

**SECTION 1.** The recitals set forth above are true and correct and are incorporated herein by reference as part of this Resolution.

**SECTION 2.** The City Council formally expresses approval of the previous and continued work with the Justin Heritage Foundation.

**SECTION 4.** That this Resolution shall become effective from and after its date of passage in accordance with law.

**DULY PASSED** by the City Council of the City of Justin, Texas, on the 28<sup>th</sup> day of March, 2023.

**APPROVED:**

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Elizabeth Woodall, Mayor

ATTEST:

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Brittany Andrews, City Secretary

APPROVED AS TO FORM:

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Matthew Butler, City Attorney