



PLANNING AND ZONING CASE CHECKLIST

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

P&Z CASE # SP2020-009 P&Z DATE 05/12/2020 CC DATE 05/18/2020 APPROVED/DENIED

ARCHITECTURAL REVIEW BOARD DATE _____ HPAB DATE _____ PARK BOARD DATE _____

ZONING APPLICATION
<input type="checkbox"/> SPECIFIC USE PERMIT
<input type="checkbox"/> ZONING CHANGE
<input type="checkbox"/> PD CONCEPT PLAN
<input type="checkbox"/> PD DEVELOPMENT PLAN

SITE PLAN APPLICATION
<input checked="" type="checkbox"/> SITE PLAN
<input type="checkbox"/> LANDSCAPE PLAN
<input type="checkbox"/> TREESCAPE PLAN
<input type="checkbox"/> PHOTOMETRIC PLAN
<input type="checkbox"/> BUILDING ELEVATIONS
<input type="checkbox"/> MATERIAL SAMPLES
<input type="checkbox"/> COLOR RENDERING

PLATTING APPLICATION
<input type="checkbox"/> MASTER PLAT
<input type="checkbox"/> PRELIMINARY PLAT
<input type="checkbox"/> FINAL PLAT
<input type="checkbox"/> REPLAT
<input type="checkbox"/> ADMINISTRATIVE/MINOR PLAT
<input type="checkbox"/> VACATION PLAT
<input type="checkbox"/> LANDSCAPE PLAN
<input type="checkbox"/> TREESCAPE PLAN

<input type="checkbox"/> COPY OF ORDINANCE (ORD.# _____)
<input checked="" type="checkbox"/> APPLICATIONS
<input checked="" type="checkbox"/> RECEIPT
<input checked="" type="checkbox"/> LOCATION MAP
<input type="checkbox"/> HOA MAP
<input type="checkbox"/> PON MAP
<input type="checkbox"/> FLU MAP
<input type="checkbox"/> NEWSPAPER PUBLIC NOTICE
<input type="checkbox"/> 500-FT. BUFFER PUBLIC NOTICE
<input type="checkbox"/> PROJECT REVIEW
<input type="checkbox"/> STAFF REPORT
<input type="checkbox"/> CORRESPONDENCE
<input type="checkbox"/> COPY-ALL PLANS REQUIRED
<input type="checkbox"/> COPY-MARK-UPS
<input type="checkbox"/> CITY COUNCIL MINUTES-LASERFICHE
<input type="checkbox"/> MINUTES-LASERFICHE
<input type="checkbox"/> PLAT FILED DATE _____
<input type="checkbox"/> CABINET # _____
<input type="checkbox"/> SLIDE # _____
NOTES: _____

ZONING MAP UPDATED _____



DEVELOPMENT APPLICATION

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

STAFF USE ONLY

PLANNING & ZONING

CASE NO. SP 2020-009

NOTE: THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR AND CITY ENGINEER HAVE SIGNED BELOW.

DIRECTOR OF PLANNING:

CITY ENGINEER:

Please check the appropriate box below to indicate the type of development request [SELECT ONLY ONE BOX]:

Platting Application Fees:

- Master Plat (\$100.00 + \$15.00 Acre)¹
- Preliminary Plat (\$200.00 + \$15.00 Acre)¹
- Final Plat (\$300.00 + \$20.00 Acre)¹
- Replat (\$300.00 + \$20.00 Acre)¹
- Amending or Minor Plat (\$150.00)
- Plat Reinstatement Request (\$100.00)

Site Plan Application Fees:

- Site Plan (\$250.00 + \$20.00 Acre)¹
- Amended Site Plan/Elevations/Landscaping Plan (\$100.00)

Zoning Application Fees:

- Zoning Change (\$200.00 + \$15.00 Acre)¹
- Specific Use Permit (\$200.00 + \$15.00 Acre)¹
- PD Development Plans (\$200.00 + \$15.00 Acre)¹

Other Application Fees:

- Tree Removal (\$75.00)
- Variance Request (\$100.00)

Notes:

¹: In determining the fee, please use the exact acreage when multiplying by the per acre amount. For requests on less than one acre, round up to one (1) acre.

PROPERTY INFORMATION [PLEASE PRINT]

Address 1006 Ridge Road
 Subdivision Ridge Road Village Addition Lot 3 Block D
 General Location _____

ZONING, SITE PLAN AND PLATTING INFORMATION [PLEASE PRINT]

Current Zoning Residential Current Use Renovating for Office Use
 Proposed Zoning Commercial Proposed Use Office Bldg
 Acreage .30 Lots [Current] _____ Lots [Proposed] _____

SITE PLANS AND PLATS: By checking this box you acknowledge that due to the passage of HB3167 the City no longer has flexibility with regard to its approval process, and failure to address any of staff's comments by the date provided on the Development Calendar will result in the denial of your case.

OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

<input type="checkbox"/> Owner <u>Corby Bell</u>	<input type="checkbox"/> Applicant _____
Contact Person <u>Mandy Norman</u>	Contact Person <u>Mallory Laremore</u>
Address <u>1006 Ridge Road</u>	Address <u>1006 Ridge Road</u>
City, State & Zip <u>Rockwall, TX 75087</u>	City, State & Zip <u>Rockwall, TX 75087</u>
Phone <u>214 535 3382</u>	Phone <u>972 977 5442</u>
E-Mail <u>mandy@dormanbell.com</u>	E-Mail <u>Mallory@cttxeast.com</u>

NOTARY VERIFICATION [REQUIRED]

Before me, the undersigned authority, on this day personally appeared Corby Bell [Owner] the undersigned, who stated the information on this application to be true and certified the following:

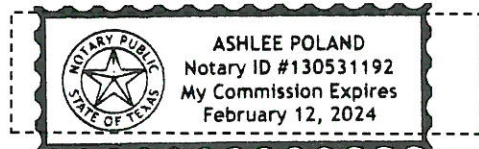
"I hereby certify that I am the owner for the purpose of this application; all information submitted herein is true and correct; and the application fee of \$ 270.00, to cover the cost of this application, has been paid to the City of Rockwall on this the 17 day of April, 2020. By signing this application, I agree that the City of Rockwall (i.e. "City") is authorized and permitted to provide information contained within this application to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in conjunction with this application, if such reproduction is associated or in response to a request for public information."

Given under my hand and seal of office on this the 17th day of April, 2020.

Owner's Signature

Notary Public in and for the State of Texas

Ashlee Poland



My Commission Expires 02/12/2024



**DEVELOPMENT REVIEW COMMITTEE (DRC)
CITY OF ROCKWALL, PLANNING & ZONING DEPARTMENT**

Phone: (972) 771-7745

Email: Planning@Rockwall.com

External Review: Wayne Carter, Charter Communications
Jim Friske, Charter Communications
Dinah Wood, Atmos
Randy Voight, Oncor
Phillip Dickerson, Oncor
Brian Duncan, AT&T
Javier Fernandez, RISD
Brenda Callaway, TXDOT
Stephen Geiger, Farmer's Electric
Frank Spataro, Farmer's Electric

Internal Review: Amy Williams, Engineering
John Shannon, Building Inspections
Ariana Hargrove, Fire
Andy Hesser, Parks
Andy Villarreal, Police

From: Planning & Zoning Department

Date: 4/20/2020

To assist the Planning Department in evaluating the attached request, we are sending it to you for your review and comments. Please return any comments and/or plan mark-ups to us within five (5) days. Internal staff will also be required to have all comments input into CRW no later than Friday, 04/23/2020. Planning staff will assemble all comments received in time for our regularly scheduled DRC meeting on 4/23/2020 at 2:00 p.m. The Planning and Zoning Commission work session will be held on 4/28/2020 at 6:00 p.m. You are welcome to attend both meetings. If you have any questions, please contact us at (972) 771-7745.

Project Number: SP2020-009
Project Name: 1006 Ridge Road
Project Type: SITE PLAN
Applicant Name: MALLORY LAREMORE
Owner Name: MANDY NORMAN
Project Description:



RECEIPT

Project Number: SP2020-009

Job Address: 1006 RIDGE

ROCKWALL, TX 75087

Receipt Number: B88948

Printed: 4/20/2020 4:49 pm

Fee Description	Account Number	Fee Amount
SITE PLANNING	01-4280	\$270.00

Total Fees Paid:

\$270.00

Date Paid: 4/21/2020 12:00:00AM

Paid By: MALLORY LAREMORE

Pay Method: CHECK 001881

Received By: AG



DEVELOPMENT APPLICATION

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

STAFF USE ONLY
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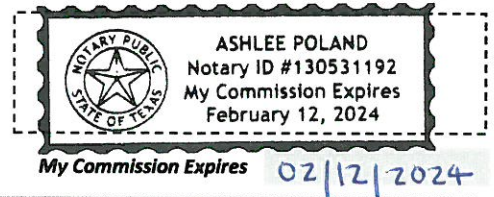
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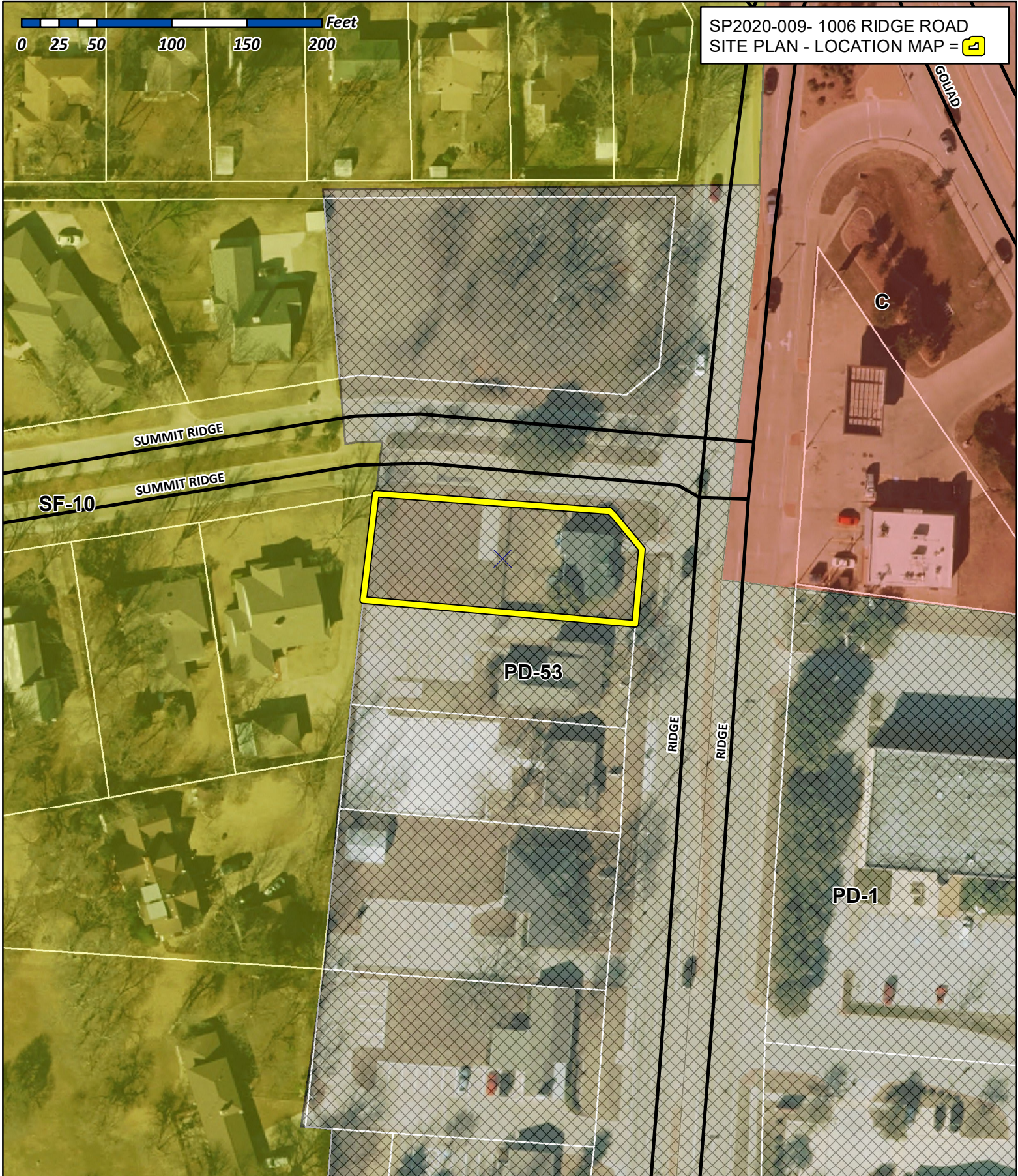
Notary Public in and for the State of Texas

Ashlee Poland



0 25 50 100 150 200 Feet

SP2020-009- 1006 RIDGE ROAD
SITE PLAN - LOCATION MAP = 



City of Rockwall

Planning & Zoning Department
 385 S. Goliad Street
 Rockwall, Texas 75032
 (P): (972) 771-7745
 (W): www.rockwall.com

The City of Rockwall GIS maps are continually under development and therefore subject to change without notice. While we endeavor to provide timely and accurate information, we make no guarantees. The City of Rockwall makes no warranty, express or implied, including warranties of merchantability and fitness for a particular purpose. Use of the information is the sole responsibility of the user.



City of Rockwall Project Plan Review History



Project Number SP2020-009	Owner MANDY NORMAN	Applied 4/20/2020	AG
Project Name 1006 Ridge Road	Applicant MALLORY LAREMORE	Approved	
Type SITE PLAN		Closed	
Subtype		Expired	
Status NEED REVISIONS		Status 5/19/2020	RM
Site Address 1006 RIDGE		City, State Zip ROCKWALL, TX 75087	
Subdivision RIDGE ROAD VILLAGE		Tract 23	Block 23
		Lot No 23	Parcel No 0255-0000-0023-00-OR
			General Plan
			Zoning

Type of Review / Notes	Contact	Sent	Due	Received	Elapsed	Status	Remarks
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BUILDING	Russell McDowell	4/20/2020	4/27/2020	4/22/2020	2	APPROVED	
ENGINEERING	Sarah Johnston	4/20/2020	4/27/2020	4/24/2020	4	COMMENTS	

(4/24/2020 8:50 AM SJ)

- M - Must add 5' of paving to the south driveway to make the drive 20' wide. Standards of Design 2.19.
- M - The driveway off of Sunset Ridge must be 24' wide. Standards of Design 2.19.
- M - Parking to be 20'x9' where near the buildings or head-to-head. Other parking to be 18'x9' minimum. This is for all new paving. Standards of Design 2.19.
- M - Must have detention for new impervious areas. Standards of Design 3.
- M - Must remove the driveway off of Ridge Road and replace the curb, gutter, and sidewalk. Standards of Design 2.19.
- M - Must add easements for the sewer lines on the property. Standards of Design 6.4.1

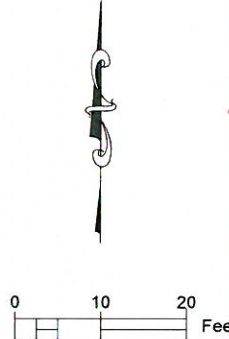
The following items are for your information for the engineering design.

- I - 4% Engineering Inspection Fees
- I - Plan review fees.
- I - Impact Fees for upsizing water tap and upsize of the building if applicable.
- I - TxDOT permit required if touching TxDOT ROW.
- I - Minimum easement width is 20'. No structures allowed in easements.
- I - Parking to be 20'x9' where near the buildings or head-to-head. Other parking to be 18'x9' minimum. This is for all new paving.
- I - Fire lane radii must be 20' minimum if the building is 30' or shorter. If the building is 30' or taller, the radius will be 30'.
- I - Retaining walls 3' and over must be engineered.
- I - All retaining walls must be rock or stone face. No smooth concrete walls.
- I - No monument signs in easements, ROW, or visibility triangles.
- I - Must meet City Standards. Plan review fees apply.
- I - There may be additional comment when your plans for improvements are submitted.

Type of Review / Notes	Contact	Sent	Due	Received	Elapsed	Status	Remarks
FIRE	Ariana Hargrove	4/20/2020	4/27/2020	5/19/2020	29	APPROVED	
GIS	Lance Singleton	4/20/2020	4/27/2020	5/19/2020	29	APPROVED	
PLANNING	Ryan Miller	4/20/2020	4/27/2020	5/19/2020	29	APPROVED	See Comments

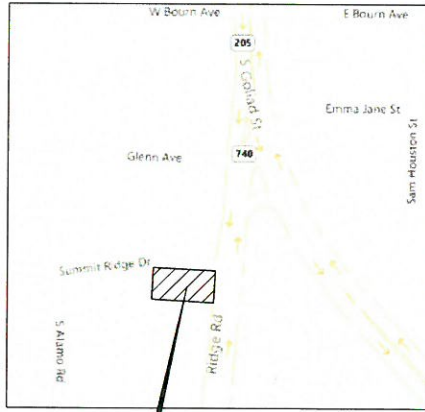
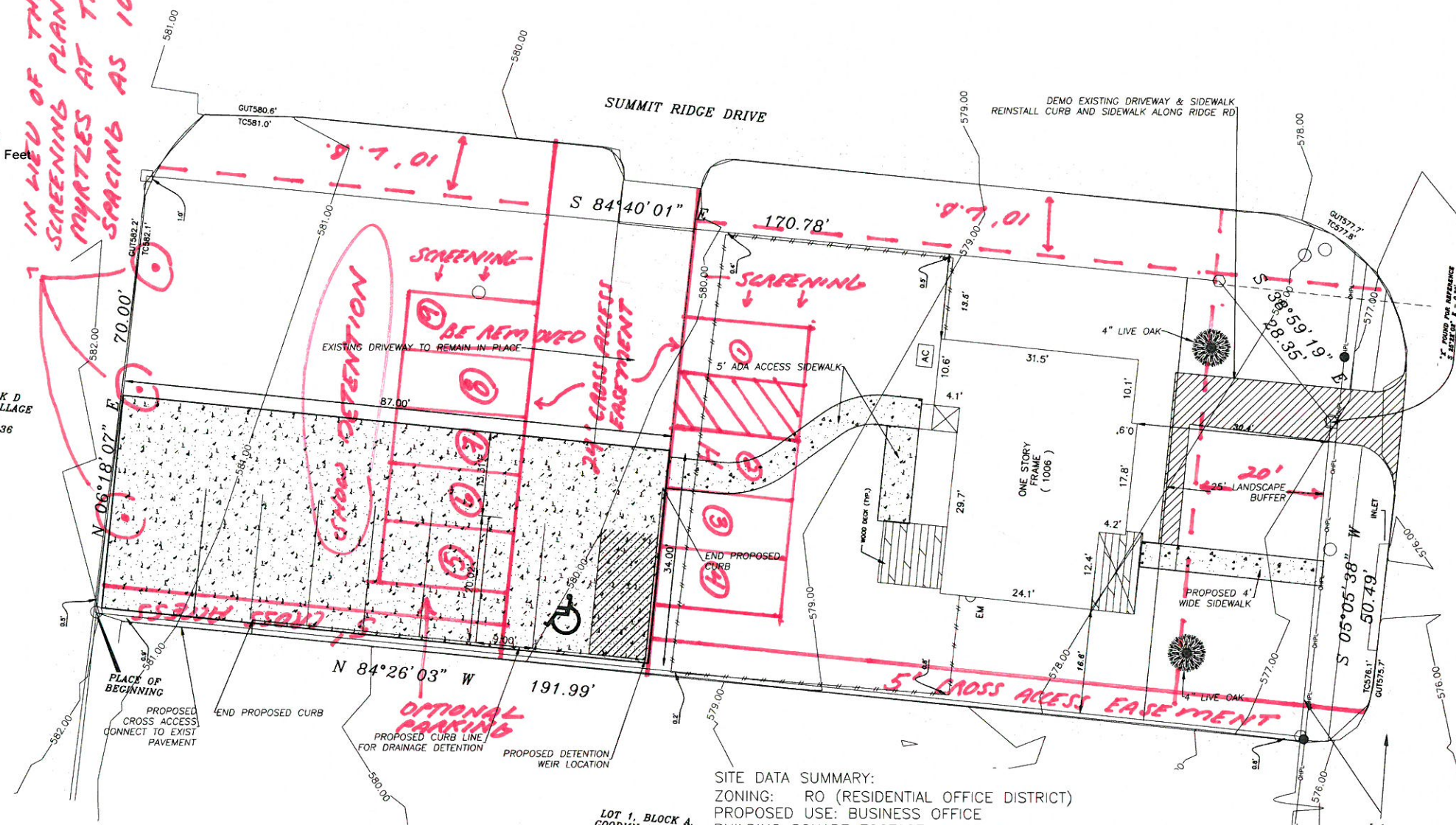
Type of Review / Notes	Contact	Sent	Due	Received	Elapsed Status	Remarks
SP2020-009; Site Plan for 1006 Ridge Road						
Please address the following comments (M= Mandatory Comments; I = Informational Comments)						
I.1 This request is for the approval of a Site Plan for an office building on a 0.330-acre tract of land identified as Tract 23 of the B. J. T. Lewis Survey, Abstract No. 255, City of Rockwall, Rockwall County, Texas, zoned Planned Development District 53 (PD-53) for Residential-Office (RO) District land uses, situated within the Scenic Overlay (SOV) District, and addressed 1006 Ridge Road.						
I.2 For questions or comments concerning this case please contact Ryan Miller in the Planning Department at (972) 772-6441 or email rcmiller@rockwall.com.						
M.3 For reference, include the case number (SP2020-009) in the lower right-hand corner of all pages on future submittals.						
I.4 This property will be required to be platted prior to the issuance of a building permit.						
I.5 Consider revising the plan in accordance with the attached markups.						
M.6 This submittal did not include a photometric plan. Please submit a photometric plan or a letter indicating that no additional outdoor lighting will be added to the subject property [Sec. 03.04(A); Art. 11; UDC].						
M.7 Site Plan: According to Ordinance No. 02-33, "...joint or shared driveways and access to rear parking be required on all adjoining lots ..." Please provide access extending from Summit Ridge Drive to the access easement provided on 1008 Ridge Road.						
M.8 Site Plan: The driveway indicated as "Existing Driveway to Remain in Place" will either need to be removed and re-poured to a concrete standard or cored to show that it meets the minimum thickness required by the Unified Development Code (UDC) and Standards of Design and Construction Manual. Either way the driveway will need to be widened to a minimum of 24-feet.						
I.9 Site Plan: The parking requirement for an office building in a Residential-Office (RO) District is one (1) parking space per 300 SF of building area. According to Rockwall Central Appraisal District (RCAD) the building is 1,154 SF. Based on this the development would be required to have a minimum of four (4) parking spaces [Art. 06; UDC].						
M.10 Landscaping Plan: The minimum landscaping percentage for a property in the Residential Office (RO) District is 30% [Sec. 05.03(A); Art. 08; UDC]. Please provide a chart and breakdown of the landscaping provided indicating conformance to this requirement.						
M.11 Landscaping Plan: The Scenic Overlay (SOV) District requires a minimum of a 20-foot landscape buffer along Ridge Road [Sec. 06.02; Art. 05; UDC]. Please relabel the 25-foot landscape buffer to 20-feet.						
M.12 Landscaping Plan: The Scenic Overlay (SOV) District requires ground cover, a built-up berm and shrubbery or a combination thereof along the entire length of the frontage. Berms and shrubbery shall each have a minimum height of 30-inches and a maximum height of 48-inches. In addition, two (2) canopy trees and four (4) accent trees shall be planted per 100-feet of linear frontage along Ridge Road [Sec. 06.02; Art. 05; UDC]. Please revise the plans to be in conformance with the overlay district requirements.						
M.13 Landscaping Plan: The minimum landscape buffer along a public right-of-way is ten (10) feet and requires a minimum of one (1) canopy tree and one (1) accent tree per 100 linear feet [Sec. 05.01; Art. 08; UDC]. Please revise the plan to show the required buffer and landscaping adjacent to Summit Ridge Drive.						
M.14 Landscaping Plan: The Unified Development Code (UDC) requires at a minimum a six (6) foot wood fence with canopy trees 20-foot on center when a non-residential property in a Residential-Office (RO) District is adjacent to a residential property [Art. 08; UDC]. In lieu of this standard, the City has worked with the residential property owner to the north and the properties at 1008 & 1010 Ridge Road for an alternative solution and settled on planting crape myrtles on five (5) foot centers. Please continue this planting scheme along your western property line.						
M.15 Landscape Plan: The parking areas adjacent to Summit Ridge Drive are required to be screened utilizing berms, bushes, and/or a combination thereof. Please revise the plan to show the screening required adjacent to Summit Ridge Drive.						
I.16 Variances: Please note that variances to any standard in the Unified Development Code (UDC) requires a minimum of two (2) compensatory measures in order to make the request. This needs to be outlined in a letter provided by the applicant prior to going to the Planning and Zoning Commission. Please also note that all variances require a 3/4-majority vote of the Planning and Zoning Commission for approval [Sec. 9; Art. 11; UDC].						
I.17 Please note that failure to address all comments provided by staff by 5:00 PM on June 2, 2020 will result in the automatic denial of the case on the grounds of an incomplete submittal. No refund will be given for cases that are denied due to an incomplete submittal and a new application and fee will be required to resubmit the case.						

Type of Review / Notes	Contact	Sent	Due	Received	Elapsed Status	Remarks
I.18						Staff has identified the aforementioned items necessary to continue the submittal process. Please make these revisions and corrections, and provide any additional information that is requested. Revisions for this case will be due on June 2, 2020; however, it is encouraged for applicants to submit revisions as soon as possible to give staff ample time to review the case prior to the June 9, 2020 Planning and Zoning Commission Public Hearing Meeting. The Planning and Zoning Commission Work Session Meeting for this case will be held on May 26, 2020.
I.19						Due to the current COVID-19 situation, the Planning and Zoning Commission Work Session Meeting will be held both in person and via Zoom. Your case will require a representative to answer the Planning and Zoning Commission's questions either via Zoom or in person. Should you have any questions or concerns please contact staff prior to the day of the meeting to discuss.



*IN LIEU OF THE RESIDENT.
SCREENING PLANT GRAPE
MYRTLES AT THE SAME
SPACING AS 1008 RIDGE RD.*

LOT 3, BLOCK D
RIDGE ROAD VILLAGE
ADDITION
VOL. A, PC. 36



PROJECT LOCATION

- NOTES:
1. PARKING SPACES ARE 9'X20'
 2. ALL GROUND MOUNTED HVAC TO BE SCREENED WITH LANDSCAPING
 3. EXTERIOR LIGHTING TO BE BUILDING WALL PACKS WITH DOWN CAST ILLUMINATION
 4. 2- 4" CALIBER SPECIMEN LIVE OAK TREES TO BE PLANTED AS SHOWN

SITE DATA SUMMARY:
 ZONING: RO (RESIDENTIAL OFFICE DISTRICT)
 PROPOSED USE: BUSINESS OFFICE
 BUILDING SQUARE FOOTAGE: 1123 SF
 BUILDING FOOTPRINT: 1123 SF
 BUILDING HEIGHT: 28 FT
 LOT COVERAGE: 8.4%
 PARKING REQUIRED: 1 SPACE/300 SF = 4
 HANDICAP PARKING REQUIRED: 1
 PARKING PROVIDED: 7
 HANDICAP PARKING PROVIDED: 1
 INTERIOR LANDSCAPING REQUIRED: 15%
 INTERIOR LANDSCAPING PROVIDED: 8410 SF
 TOTAL SQUARE FOOTAGE OF IMPERVIOUS SURFACE=4850 SF

LOT 1, BLOCK A,
COODMN ADDITION
VOL. 4331, PC. 165

** ALL ACCESS
EASEMENTS
TO BE PAVED*

OWNER
 DORMAN BELL & KRAMER
 CHICAGO TITLE
 1006 RIDGE ROAD
 ROCKWALL, TEXAS 75087
 (972) 977-5442

SURVEYOR
 BURNS SURVEYING
 7509 PENNRIDGE CIRCLE
 ROWLETT, TEXAS 75088
 214-326-1090
 Firm Registration no. 10194366

DOUPHRADE & ASSOCIATES, INC.
 ENGINEERING - PROJECT MANAGEMENT - SURVEYING
 2235 RIDGE RD., # 200 ROCKWALL, TEXAS 75087
 PHONE: (972) 771-9004 FAX: (972) 771-9005

CHICAGO TITLE SITE PLAN/LANDSCAPING PLAN
 1006 RIDGE ROAD
 CITY ROCKWALL
 ROCKWALL COUNTY, TEXAS

REVISION	WLD.
CHECKED	
DRAWN	DLL
SCALE	1" = 10' H 1" = 1" V
DATE	MAY 14, 2020
PROJECT	20011
	20



DEVELOPMENT APPLICATION

City of Rockwall
Planning and Zoning Department
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STAFF USE ONLY

PLANNING & ZONING

CASE NO. SP 2020-009

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Lot 3 Block D

General Location

ZONING, SITE PLAN AND PLATTING INFORMATION [PLEASE PRINT]

Current Zoning Residential

Current Use Renovating for Office Use

Proposed Zoning Commercial

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Acreage .30

Lots [Current]

Lots [Proposed]

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Owner Corby Bell

Applicant

Contact Person Mandy Dorman

Contact Person Mallory Laremore

Address 1006 Ridge Road

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City, State & Zip Rockwall, TX 75087

City, State & Zip Rockwall, TX 75087

Phone 214 535 3382

Phone 972 977 5442

E-Mail mandy@dormanbell.com

E-Mail mallory@cttxeast.com

NOTARY VERIFICATION [REQUIRED]

Before me, the undersigned authority, on this day personally appeared Corby Bell [Owner] the undersigned, who stated the information on this application to be true and certified the following:

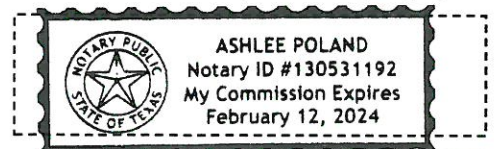
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Given under my hand and seal of office on this the 17th day of April, 2020.

Owner's Signature


Notary Public in and for the State of Texas

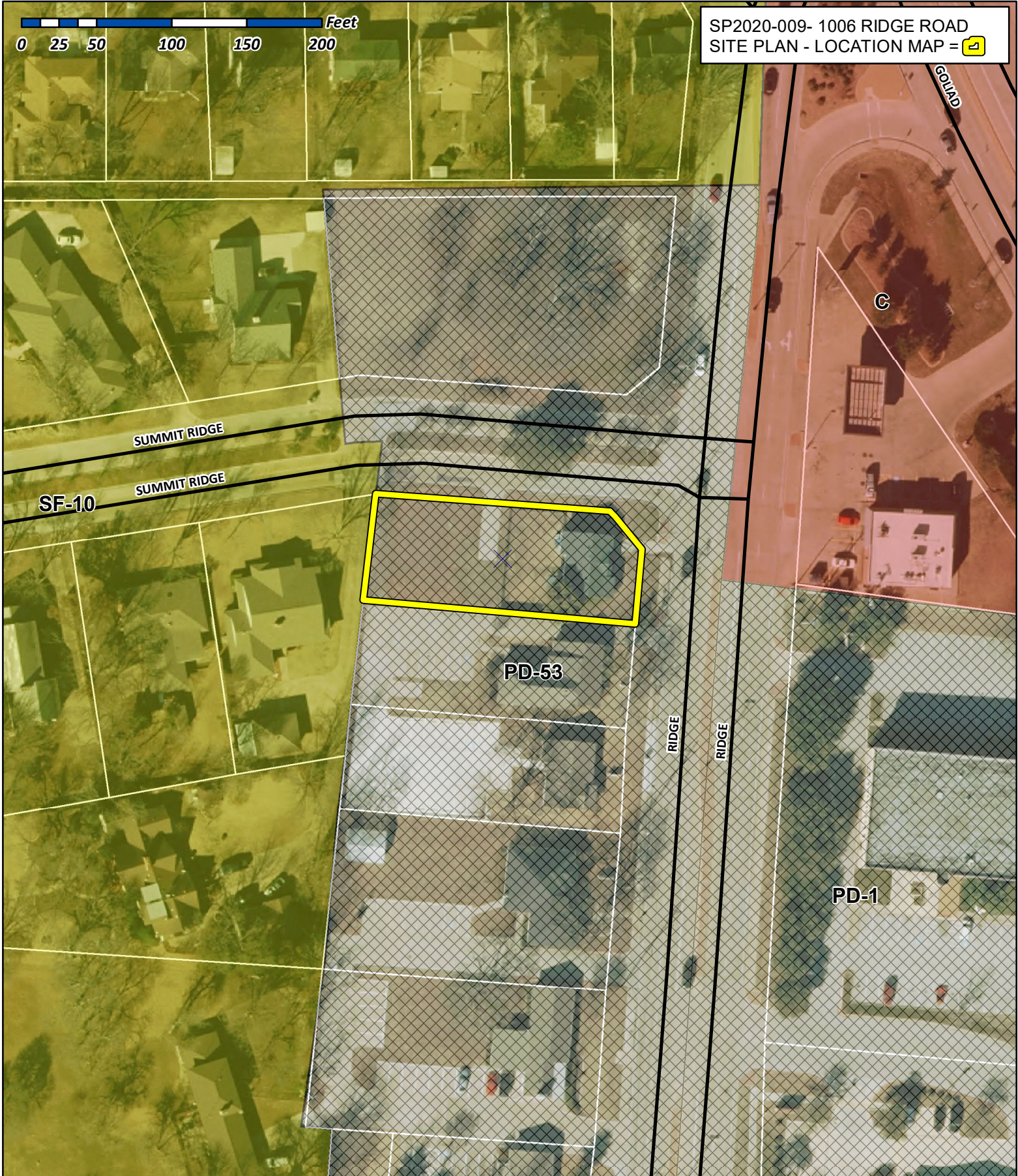
Ashlee Poland



My Commission Expires 02/12/2024

0 25 50 100 150 200 Feet

SP2020-009- 1006 RIDGE ROAD
SITE PLAN - LOCATION MAP = 

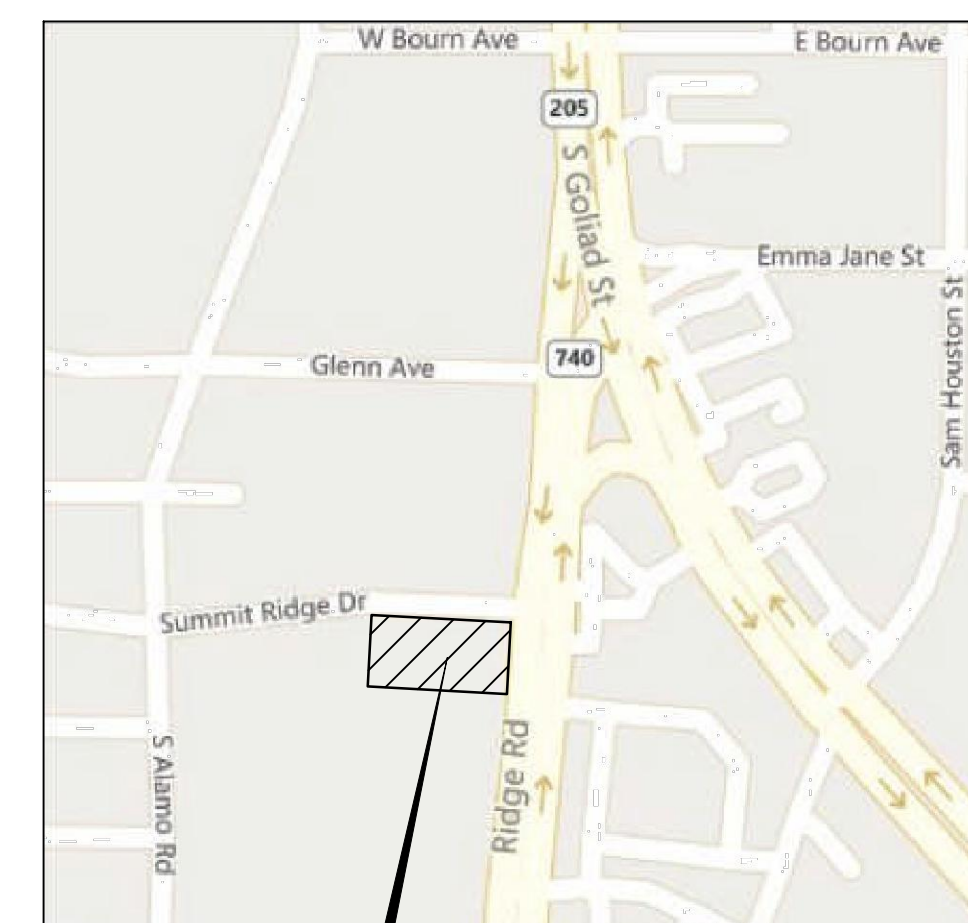
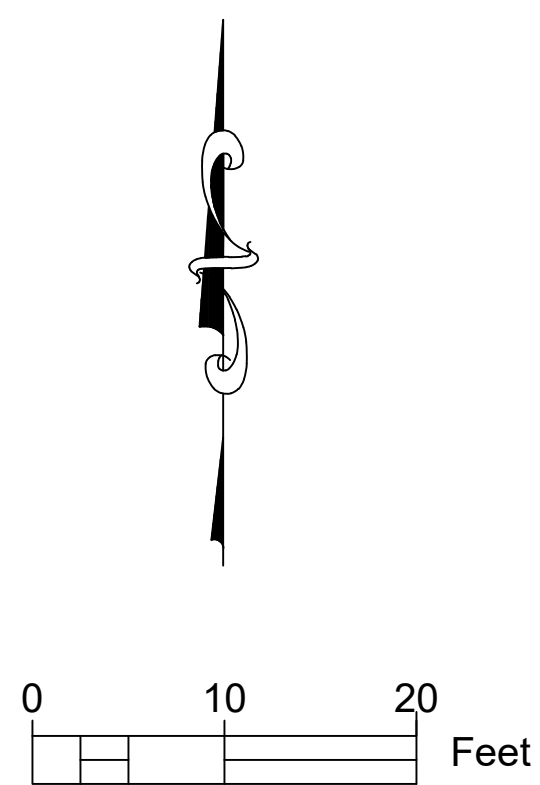


City of Rockwall

Planning & Zoning Department
 385 S. Goliad Street
 Rockwall, Texas 75032
 (P): (972) 771-7745
 (W): www.rockwall.com

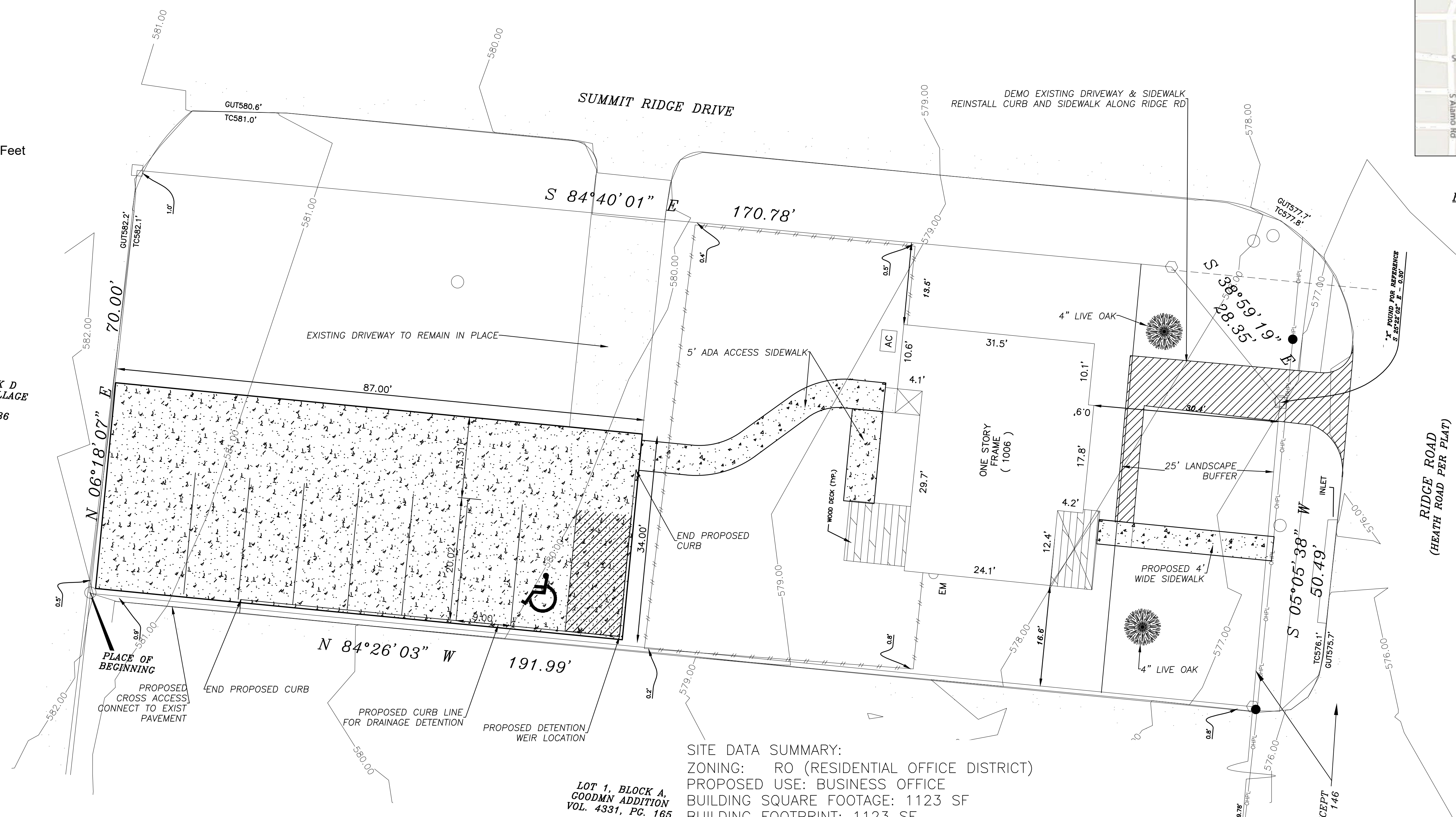
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PROJECT LOCATION

LOT 3, BLOCK D
RIDGE ROAD VILLAGE
ADDITION
VOL. A, PC. 36



- NOTES:
1. PARKING SPACES ARE 9'X20'
 2. ALL GROUND MOUNTED HVAC TO BE SCREENED WITH LANDSCAPING
 3. EXTERIOR LIGHTING TO BE BUILDING WALL PACKS WITH DOWN CAST ILLUMINATION
 4. 2- 4" CALIBER SPECIMEN LIVE OAK TREES TO BE PLANTED AS SHOWN

SITE DATA SUMMARY:
 ZONING: RO (RESIDENTIAL OFFICE DISTRICT)
 PROPOSED USE: BUSINESS OFFICE
 BUILDING SQUARE FOOTAGE: 1123 SF
 BUILDING FOOTPRINT: 1123 SF
 BUILDING HEIGHT: 28 FT
 LOT COVERAGE: 8.4%
 PARKING REQUIRED: 1 SPACE/300 SF= 4
 HANDICAP PARKING REQUIRED: 1
 PARKING PROVIDED: 7
 HANDICAP PARKING PROVIDED: 1
 INTERIOR LANDSCAPING REQUIRED: 15%
 INTERIOR LANDSCAPING PROVIDED: 8410 SF
 TOTAL SQUARE FOOTAGE OF IMPERVIOUS SURFACE=4850 SF

LOT 1, BLOCK A,
GOODMAN ADDITION
VOL. 4331, PG. 165

SAVE AND EXCEPT
VOL. 1644, PC. 146

OWNER
 DORMAN BELL & KRAMER
 CHICAGO TITLE
 1006 RIDGE ROAD
 ROCKWALL, TEXAS 75087
 (972) 977-5442

SURVEYOR
 BURNS SURVEYING
 7509 PENNRIDGE CIRCLE
 ROWLETT, TEXAS 75088
 214-326-1090
 Firm Registration no. 10194366

DOUPHRAFE & ASSOCIATES, INC.
 ENGINEERING - PROJECT MANAGEMENT - SURVEYING
 2235 RIDGE RD., # 200 ROCKWALL, TEXAS 75087
 PHONE: (972)771-9004 FAX: (972)771-9005

CHICAGO TITLE SITE PLAN/LANDSCAPING PLAN
 1006 RIDGE ROAD
 CITY ROCKWALL
 ROCKWALL COUNTY, TEXAS

REVISION	WLD.
CHECKED	DLL
DRAWN	DLL
SCALE	1" = 10' H 1" = 4' V
DATE	MAY 14, 2020
PROJECT	20011
	20



CITY OF ROCKWALL

PLANNING AND ZONING COMMISSION CASE MEMO

PLANNING AND ZONING DEPARTMENT

385 S. GOLIAD STREET • ROCKWALL, TX 75087

PHONE: (972) 771-7745 • EMAIL: PLANNING@ROCKWALL.COM

TO: Planning and Zoning Commission
DATE: June 6, 2020
APPLICANT: Mallory Laremore
CASE NUMBER: SP2020-009; *Site Plan for 1006 Ridge Road (Chicago Title)*

SUMMARY

Discuss and consider a request by Mallory Laremore on behalf of Corby Bell and Mandy Norman for the approval of a Site Plan for an office building on a 0.330-acre tract of land identified as Tract 23 of the B. J. T. Lewis Survey, Abstract No. 255, City of Rockwall, Rockwall County, Texas, zoned Planned Development District 53 (PD-53) for Residential-Office (RO) District land uses, situated within the Scenic Overlay (SOV) District, addressed 1006 Ridge Road, and take any action necessary.

BACKGROUND

The subject property was annexed by the City Council on June 20, 1959 by *Ordinance No. 59-02*. Based on the City's historic zoning maps the subject property was zoned Single-Family 2 (SF-2) District as of January 3, 1972. This designation was changed to Single-Family 10 (SF-10) District as of May 16, 1983. On July 1, 2003, the subject property was rezoned from Single-Family 10 (SF-10) District to Planned Development District 53 (PD-53) for Residential-Office (RO) District land uses by *Ordinance No. 02-33*. According to the Rockwall Central Appraisal District (RCAD), a 1,254 SF single-family home (*1,106 SF of Living Area*) was constructed on the property in 1980. Staff should point out that this is one (1) of the two (2) single-family homes left in Planned Development District 53 (PD-53) that has not been converted to a non-residential land use.

Prior to May 12, 2020, City staff had received complaints that a business had opened up at 1006 Ridge Road without receiving a Certificate of Occupancy (CO) or converting the property to accommodate a non-residential land use (*i.e. employees were parking on adjacent properties and on more than one [1] occasion people accessing the property utilized the residential driveway on the property directly west of the subject property*). Staff should also note that several phone calls between representatives of the business and staff had transpired prior to receiving these complaints and that staff had explained to the property owner what steps would be required to legally operate a business on the property. Based on this information, on May 12, 2020, City staff hand delivered a cease and desist letter to Mallory Laremore. This letter outlined the steps the property owner needed to complete prior to being able to commence operating the business on the subject property. In accordance with this letter, the applicant has submitted a site plan.

PURPOSE

The applicant -- *Mallory Laremore* -- is requesting the approval of a site plan for the purpose of converting an existing single-family home into an office in a Residential-Office (RO) District.

ADJACENT LAND USES AND ACCESS

The subject property is addressed as 1006 Ridge Road. The land uses adjacent to the subject property are as follows:

North: Directly north of the subject property is Summit Ridge Drive, which is identified as a *Minor Collector* on the City's Master Thoroughfare Plan contained within the OURHometown Vision 2040 Comprehensive Plan. Beyond this is a vacant 0.651-acre parcel of land (*i.e. Lot 3, Block A, Lee Rhoades Subdivision*) zoned Planned Development District 53 (PD-53) for Residential-Office (RO) District land uses. North of this parcel of land is the L & W Subdivision, which is zoned Single-Family 10 (SF-10) District and consists of 13 single-family residential lots.

South: Directly south of the subject property are one (1) single-family home and eight (8) single-family homes that have been converted to office buildings (*i.e. Michael E. Goodman Attorney's Office, the Pregnancy Center, Gussio Law Office, Behavioral Transformations Counseling Center, Dyer Insurance Office, RTB Services, LLC, Allstate Insurance Office, and Rockwall Counseling and Wellness*). All of these properties are zoned Planned Development District 53 (PD-53) for Residential-Office (RO) District land uses.

East: Directly east of the subject property is Ridge Road, which is identified as a M4U (*major collector, four [4] lane, undivided roadway*) on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Directly east of this is retail store with gasoline sales (*i.e. 7/11 Gas Station*) that is zoned Commercial (C) District. Beyond this is S. Goliad Street, which is designated as a P6D (*principal arterial, six [6] lane divided roadway*) on the City's Master Thoroughfare Plan.

West: Directly west of the subject property is Ridge Road Village, which is zoned Single-Family 10 (SF-10) District and consists of 185 single-family residential lots on ~79.21-acres.

DENSITY AND DIMENSIONAL REQUIREMENTS

The applicant is proposing to convert the existing 1,254 SF single-family home into an office building. The site plan shows that the applicant will be constructing a 24-foot cross access easement extending from Summit Ridge Drive and connecting into the adjacent property (*i.e. 1008 Ridge Road*). Located off of the 24-foot cross access easement will be nine (9) parking spaces, which exceeds the required parking of one (1) parking space per 300 SF of building area (*i.e. required parking is five [5] parking spaces*). In addition, the applicant will be paving the remaining five (5) foot joint access drive located along the southern property line, and which is shared between the subject property and 1008 Ridge Road. The existing residential driveway, fronting onto Ridge Road, currently serving the single-family home on the subject property will be removed with this project.

With the exception of the variances being requested the submitted site plan and landscape plan generally conform to the technical requirements contained within the UDC for a property located within Planned Development District 53 (PD-53) and designated for Residential-Office (RO) District land uses. A summary of the density and dimensional requirements for the subject property are as follows:

<i>Ordinance Provisions</i>	<i>Zoning District Standards</i>	<i>Conformance to the Standards</i>
<i>Minimum Lot Area</i>	<i>6,000 SF</i>	<i>14,374.80 SF; In Conformance</i>
<i>Minimum Lot Frontage</i>	<i>60'</i>	<i>50.49'; Lot of Record Conformance</i>
<i>Minimum Lot Depth</i>	<i>100'</i>	<i>170.78'; In Conformance</i>
<i>Minimum Front Yard Setback</i>	<i>25'</i>	<i>30.4'; In Conformance</i>
<i>Minimum Rear Yard Setback</i>	<i>30'</i>	<i>x>87'; In Conformance</i>
<i>Minimum Side Yard Setback</i>	<i>10'</i>	<i>16.6'; In Conformance</i>
<i>Minimum Side Yard Setback Adjacent to a Street</i>	<i>20'</i>	<i>13.5'; Legal Non-Conforming</i>
<i>Maximum Building Height</i>	<i>36'</i>	<i>28'; In Conformance</i>
<i>Max Building/Lot Coverage</i>	<i>40%</i>	<i>8.4%; In Conformance</i>
<i>Minimum Number of Parking Spaces</i>	<i>1/300 SF [5]</i>	<i>9 Parking Spaces; In Conformance</i>
<i>Minimum Landscaping Percentage</i>	<i>30%</i>	<i>52.31%; In Conformance</i>
<i>Maximum Impervious Coverage</i>	<i>75%-80%</i>	<i>38.60%; In Conformance</i>

TREESCAPE PLAN

The proposed site plan does not show the removal of any existing trees on the subject property.

CONFORMANCE WITH THE CITY'S CODES

According to the Unified Development Code (UDC), "(t)he Residential-Office (RO) District is a zoning district intended to recognize the existence of older residential areas of the City, where larger houses have been or can be converted from single-family or multi-family residences to low-intensity office uses in order to extend the economic life of these structures, and to allow the owners to justify the expenditures for repairs and modernization." In this case, the single-family home at 1006 Ridge Road is situated on Ridge Road at the corner of Summit Ridge Drive and Ridge Road, which carries traffic volumes that are typically

higher than normal for a single-family home. In addition, the subject property is a part of Planned Development District 53 (PD-53), which was established to allow properties fronting onto Ridge Road the ability to convert to a low intensity office land use from a single-family land use. This flexibility was intended to extend the useful life of these properties while providing a low-intensity transition from a major roadway to an existing single-family neighborhood.

VARIANCES/EXCEPTIONS REQUESTED BY THE APPLICANT

The applicant is not requesting any variances or exceptions with this request; however, staff has asked the applicant to forego the required screening adjacent to the residential property directly west of the subject property to plant accent trees (*i.e. crape myrtle*) on five (5) foot centers along the western property line. According to Subsection 08.04, *Non-Residential Fences*, of Article 08, *Landscape and Fence Standards*, of the Unified Development Code (UDC), "... wood fences proposed in a Residential-Office (RO) District ... shall be permitted on properties that have adjacency with a residential zoning district, residentially used property, or a property that has an existing wood fence." The purpose behind staff's request is tied to an agreement that was made with the property owner at 109 Summit Ridge Drive during the site planning process for 1010 Ridge Road (*Case No. SP2015-014*). During this site plan case, staff met with the property owner at 109 Summit Ridge Drive to talk about issues that the property owner was having concerning vehicles using their residential driveway to access 1008 Ridge Road. To remedy this situation, the property owner asked the owners of 1010 Ridge Road to plant accent trees on five (5) foot centers along their western property line. The City also secured permission from the property owner at 1008 Ridge Road to continue this screening scheme to the edge of the property line at 1006 Ridge Road. At the time, the intent was to add this same screening scheme to 1006 Ridge Road when the property was converted to an office land use. Staff has recently spoke to the property owner at 1006 Ridge Road, who has stated that he would like the accent trees planted in lieu of the screening required by the Unified Development Code (UDC). With all this being said, staff does not have the ability to administratively grant this variance, and this request will require approval from the Planning and Zoning Commission.

CONFORMANCE WITH OURHOMETOWN VISION 2040 COMPREHENSIVE PLAN

According to the Future Land Use Plan contained in the OURHometown Vision 2040 Comprehensive Plan, the subject property is located within the *South Lakeshore District* and is designated for *Live/Work* land uses. According to the *District Strategies* for this district, "(t)he live/work designations in this district are intended to provide a low intensity transition from residential to office for properties that front onto Ridge Road [*FM-740*]." In this case, the applicant's request appears to conform with all applicable guidelines of the Comprehensive Plan.

ARCHITECTURAL REVIEW BOARD (ARB):

Since the applicant is not requesting to change the appearance of the existing single-family home no recommendation was required from the Architectural Review Board (ARB).

CONDITIONS OF APPROVAL

If the Planning and Zoning Commission chooses to recommend approval of the applicant's request for a site plan to convert a single-family home into an office building, then staff would propose the following conditions of approval:

- (1) Prior to the issuance of a Certificate of Occupancy (CO) the applicant will need to plat the property in conformance to the approved site plan and dedicate all the required access easements;
- (2) Any construction resulting from the approval of this site plan shall conform to the requirements set forth by the Unified Development Code (UDC), the International Building Code (IBC), the Rockwall Municipal Code of Ordinances, city adopted engineering and fire codes and with all other applicable regulatory requirements administered and/or enforced by the state and federal government.



DEVELOPMENT APPLICATION

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

STAFF USE ONLY

PLANNING & ZONING

CASE NO. SP 2020-009

NOTE: THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR AND CITY ENGINEER HAVE SIGNED BELOW.

DIRECTOR OF PLANNING:

CITY ENGINEER:

Please check the appropriate box below to indicate the type of development request [SELECT ONLY ONE BOX]:

Platting Application Fees:

- Master Plat (\$100.00 + \$15.00 Acre)¹
- Preliminary Plat (\$200.00 + \$15.00 Acre)¹
- Final Plat (\$300.00 + \$20.00 Acre)¹
- Replat (\$300.00 + \$20.00 Acre)¹
- Amending or Minor Plat (\$150.00)
- Plat Reinstatement Request (\$100.00)

Site Plan Application Fees:

- Site Plan (\$250.00 + \$20.00 Acre)¹
- Amended Site Plan/Elevations/Landscaping Plan (\$100.00)

Zoning Application Fees:

- Zoning Change (\$200.00 + \$15.00 Acre)¹
- Specific Use Permit (\$200.00 + \$15.00 Acre)¹
- PD Development Plans (\$200.00 + \$15.00 Acre)¹

Other Application Fees:

- Tree Removal (\$75.00)
- Variance Request (\$100.00)

Notes:

¹: In determining the fee, please use the exact acreage when multiplying by the per acre amount. For requests on less than one acre, round up to one (1) acre.

PROPERTY INFORMATION [PLEASE PRINT]

Address 1006 Ridge Road
 Subdivision Ridge Road Village Addition Lot 3 Block D
 General Location _____

ZONING, SITE PLAN AND PLATTING INFORMATION [PLEASE PRINT]

Current Zoning Residential Current Use Renovating for Office Use
 Proposed Zoning Commercial Proposed Use Office Bldg
 Acreage .30 Lots [Current] _____ Lots [Proposed] _____

SITE PLANS AND PLATS: By checking this box you acknowledge that due to the passage of HB3167 the City no longer has flexibility with regard to its approval process, and failure to address any of staff's comments by the date provided on the Development Calendar will result in the denial of your case.

OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

<input type="checkbox"/> Owner <u>Corby Bell</u>	<input type="checkbox"/> Applicant _____
Contact Person <u>Mandy Norman</u>	Contact Person <u>Mallory Laremore</u>
Address <u>1006 Ridge Road</u>	Address <u>1006 Ridge Road</u>
City, State & Zip <u>Rockwall, TX 75087</u>	City, State & Zip <u>Rockwall, TX 75087</u>
Phone <u>214 535 3382</u>	Phone <u>972 977 5442</u>
E-Mail <u>mandy@dormanbell.com</u>	E-Mail <u>Mallory@cttxeast.com</u>

NOTARY VERIFICATION [REQUIRED]

Before me, the undersigned authority, on this day personally appeared Corby Bell [Owner] the undersigned, who stated the information on this application to be true and certified the following:

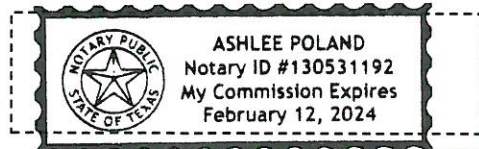
"I hereby certify that I am the owner for the purpose of this application; all information submitted herein is true and correct; and the application fee of \$ 270.00, to cover the cost of this application, has been paid to the City of Rockwall on this the 17 day of April, 2020. By signing this application, I agree that the City of Rockwall (i.e. "City") is authorized and permitted to provide information contained within this application to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in conjunction with this application, if such reproduction is associated or in response to a request for public information."

Given under my hand and seal of office on this the 17th day of April, 2020.

Owner's Signature


Notary Public in and for the State of Texas

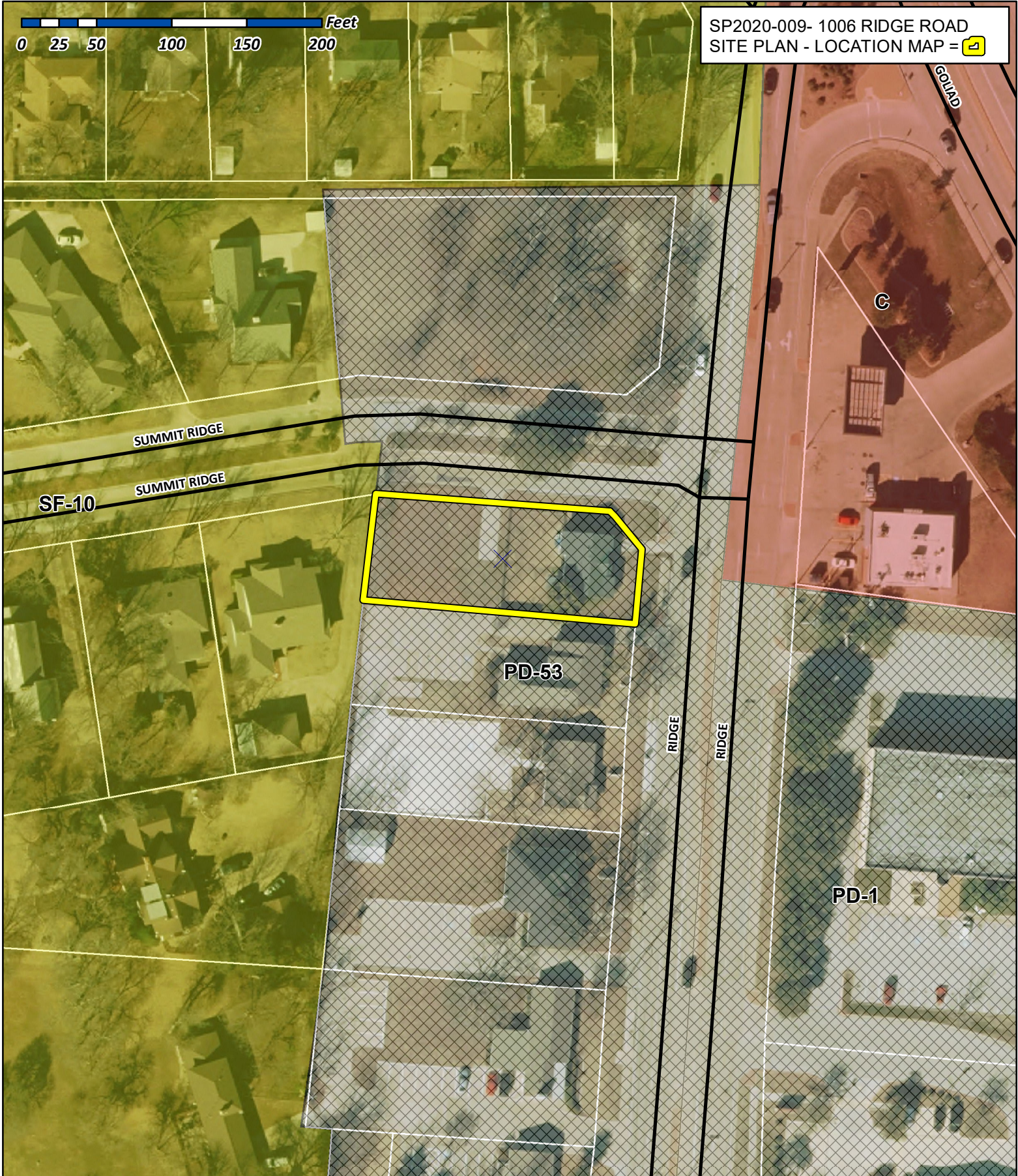
Ashlee Poland



My Commission Expires 02/12/2024

0 25 50 100 150 200 Feet

SP2020-009- 1006 RIDGE ROAD
SITE PLAN - LOCATION MAP = 

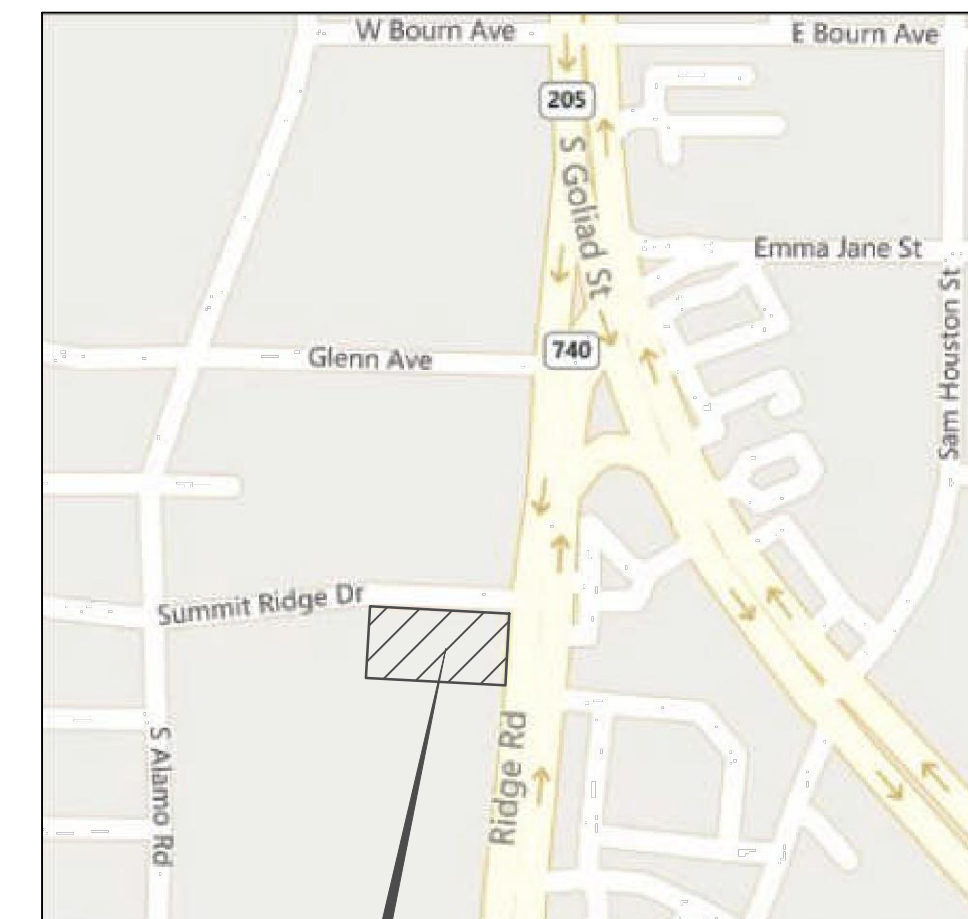
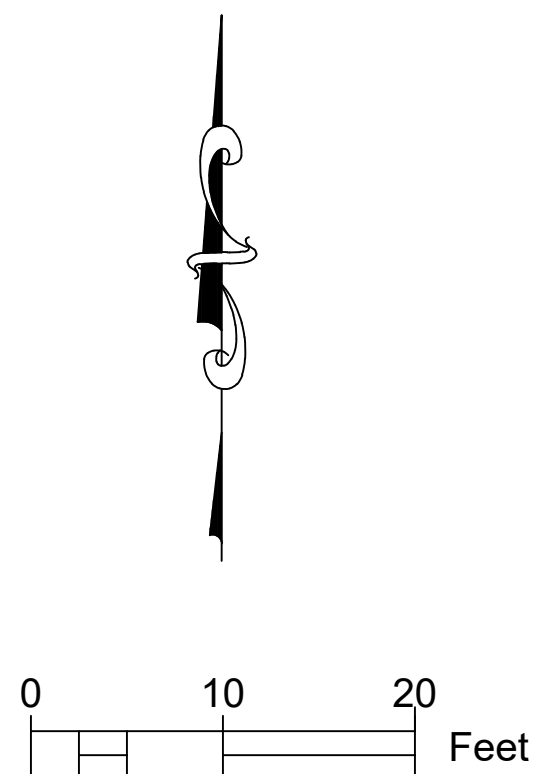


City of Rockwall

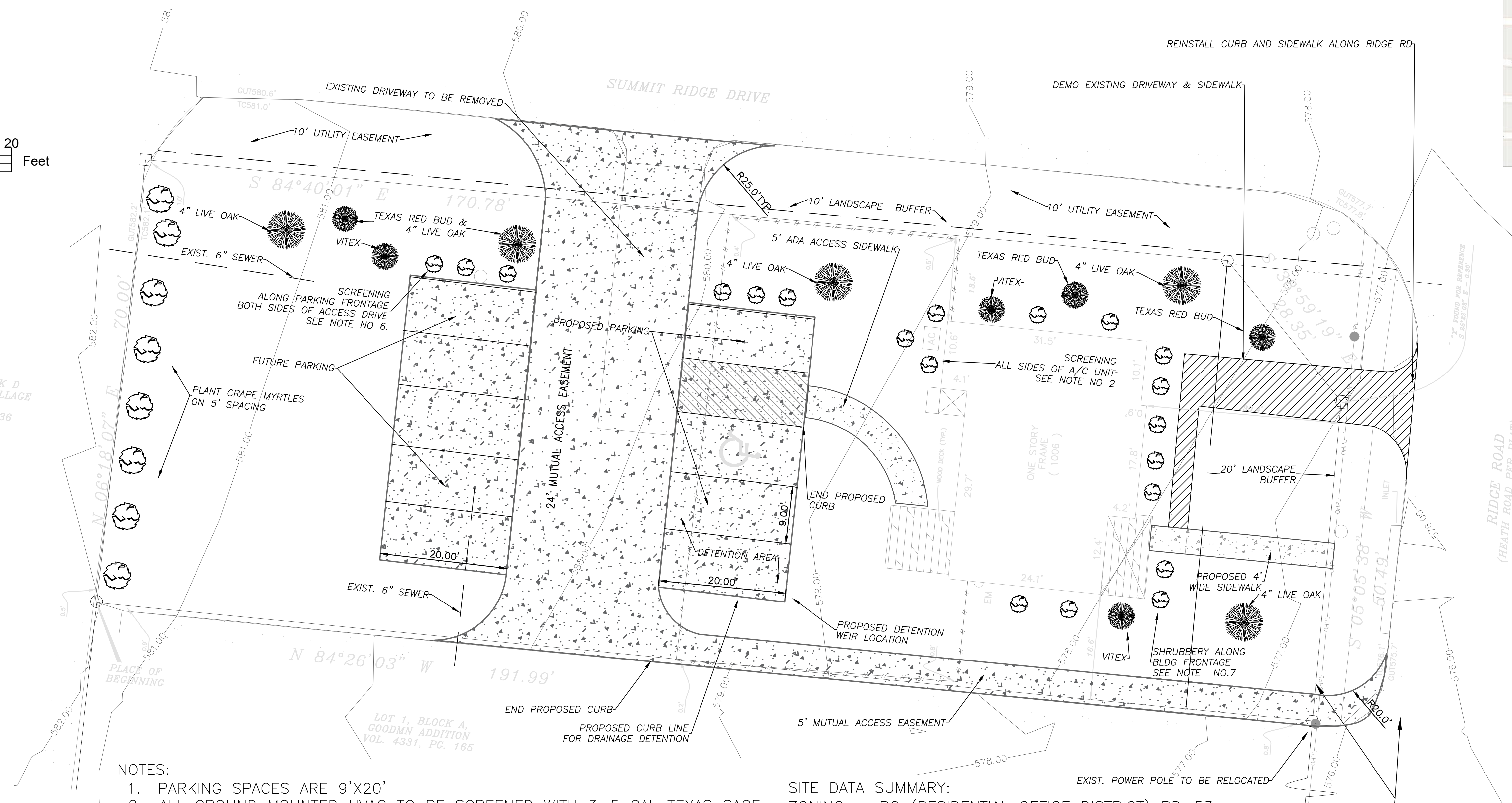
Planning & Zoning Department
 385 S. Goliad Street
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PROJECT LOCATION



NOTES:

1. PARKING SPACES ARE 9'X20'
2. ALL GROUND MOUNTED HVAC TO BE SCREENED WITH 3-5 GAL TEXAS SAGE BUSHES
3. EXTERIOR SIDE LIGHTING IS BUILDING WALL PACK WITH DOWN CAST ILLUMINATION
4. 1- 4" LIVE OAK, 1-TEXAS RED BUD, 1-VITEX TO BE PLANTED AS SHOWN FRONTING RIDGE RD
5. IN LIEU OF THE RESIDENT SCREENING CRAPE MYRTLES ARE TO BE PLANTED AT SAME 5' SPACING AS 1008 RIDGE RD ALONG WEST PROPERTY LINE
6. SCREEN PARKING FRONTAGE WITH LANDSCAPED WITH A MIXTURE OF 3-7 GAL TEXAS SAGE DESPERADO & 3-5 GAL WAX LEAF LIGUSTRUM BUSHES
7. LANDSCAPE BLDG FRONTAGE & SIDES WITH 16-5 GAL TEXAS RED YUCCA PLANTS
8. 2 TEXAS RED BUDS, 4-4" LIVE OAKS, 2 VITEX TO BE PLANTED ALONG SUMMIT RIDGE FRONTAGE AS SHOWN
9. ALL MUTUAL ACCESS EASEMENTS TO BE PAVED PER CITY OF ROCKWALL STANDARDS OF DESIGN

SITE DATA SUMMARY:

ZONING: RO (RESIDENTIAL OFFICE DISTRICT) PD-53
 PROPOSED USE: BUSINESS OFFICE
 BUILDING SQUARE FOOTAGE: 1123 SF
 BUILDING FOOTPRINT: 1123 SF
 BUILDING HEIGHT: 28 FT
 LOT COVERAGE: 8.4%
 PARKING SPACES REQUIRED: 1 SPACE/300 SF= 4
 HANDICAP PARKING REQUIRED: 1
 PARKING SPACES PROVIDED: 4
 HANDICAP PARKING PROVIDED: 1
 INTERIOR LANDSCAPING REQUIRED: 30%
 INTERIOR LANDSCAPING PROVIDED: 58% 7519 SF
 TOTAL SQUARE FOOTAGE OF IMPERVIOUS SURFACE=5549 SF

OWNER

DORMAN BELL & KRAMER
CHICAGO TITLE
 1006 RIDGE ROAD
 ROCKWALL, TEXAS 75087
 (972) 977-5442

SURVEYOR

BURNS SURVEYING
 7509 PENNRIDGE CIRCLE
 ROWLETT, TEXAS 75088
 214-326-1090
 Firm Registration no. 10194366

CASE NO. SP2020-009

DOUPHRADE & ASSOCIATES, INC.
 ENGINEERING • PROJECT MANAGEMENT • SURVEYING
 2235 RIDGE RD., # 200 ROCKWALL, TEXAS 75087
 PHONE: (972)771-9004 FAX: (972)771-9005

CHICAGO TITLE SITE PLAN/LANDSCAPING PLAN
1006 RIDGE ROAD
 CITY ROCKWALL,
 ROCKWALL COUNTY, TEXAS

REVISION	W.L.D.
CHECKED	
DRAWN	DLL
SCALE	1" = 10' H 1" = 5' V
DATE	MAY 14, 2020
PROJECT	2001
	20



June 16, 2020

TO: Corby Bell & Mandy Norman
1006 Ridge Road
Rockwall, Texas 75087

FROM: Ryan Miller, AICP
City of Rockwall Planning and Zoning Department
385 S. Goliad Street
Rockwall, TX 75087

SUBJECT: SP2020-009; Site Plan for 1006 Ridge Road (Chicago Title)

Mr. Bell & Ms. Norman:

This letter serves to notify you that the above referenced site plan case, that you submitted for consideration by the City of Rockwall, was approved by the Planning and Zoning Commission on June 9, 2020. The following is a record of all recommendations, voting records and conditions of approval:

Staff Recommendations

- (1) Prior to the issuance of a Certificate of Occupancy (CO) the applicant will need to plat the property in conformance to the approved site plan and dedicate all the required access easements;
- (2) Any construction resulting from the approval of this site plan shall conform to the requirements set forth by the Unified Development Code (UDC), the International Building Code (IBC), the Rockwall Municipal Code of Ordinances, city adopted engineering and fire codes and with all other applicable regulatory requirements administered and/or enforced by the state and federal government.

Planning and Zoning Commission

On June 9, 2020, the Planning and Zoning Commission approved a motion to approve the site plan per staff's recommendations by a vote of 7-0.

Prior to submitting your civil engineering plans to the Engineering Department, you will need to submit bonded and digital copies of the site plan showing that all outstanding comments have been addressed. Please note that site plans that have not been completed within two (2) years of the final approval date shall be deemed to have expired. An extension may be granted by the Planning and Zoning Commission upon submission of a written request at least 90-days prior to the expiration date. Should you have any questions or concerns regarding your site plan or the site plan process, please feel free to contact me a (972) 771-7745.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Miller', is positioned above the typed name.

Ryan Miller, AICP
Director of Planning and Zoning