



# PLANNING AND ZONING CASE CHECKLIST

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

P&Z CASE # P2019-007 P&Z DATE \_\_\_\_\_ CC DATE \_\_\_\_\_ APPROVED/DENIED \_\_\_\_\_  
ARCHITECTURAL REVIEW BOARD DATE \_\_\_\_\_ HPAB DATE 6/29/19 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 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 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 # _____
<b>NOTES:</b> _____
_____
_____
_____
_____
<b>ZONING MAP UPDATED</b> _____



# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

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

STAFF USE ONLY

CASE NUMBER:

H-2019-007

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

DIRECTOR OF PLANNING:

DATE RECEIVED:

RECEIVED BY:

### APPLICATION:

- Certificate of Appropriateness (COA)
- Local Landmark Evaluation & Designation
- Building Permit Waiver & Reduction Program
- Small Matching Grant Application

### SPECIAL DISTRICTS [SELECT APPLICABLE]:

- Old Town Rockwall Historic (OTR) District
- Planned Development District 50 (PD-50)
- Southside Residential Neighborhood Overlay (SRO) District
- Downtown (DT) District

### CONTRIBUTING STATUS [SELECT APPLICABLE]:

- Landmarked Property
- High Contributing Property
- Medium Contributing Property
- Low Contributing Property
- Non-Contributing Property

### CURRENT LAND USE OF THE SUBJECT PROPERTY:

- Residential
- Commercial

## PROPERTY INFORMATION [PLEASE PRINT]

Address 610 E Rusk St

Subdivision B.F. Baydston

Lot

Block

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

Is the owner of the property the primary contact?  Yes  No

Applicant(s) is/are:  Owner  Tenant  Non-Profit  Resident

Check this box if Owner and Applicant are the same.

Other, Specify:

Owner(s) Name Greg Smith

Applicant(s) Name

Address

Address

Phone 214 533-3970

Phone

E-Mail cleanairgreg@yahoo.com

E-Mail

## SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

Construction Type [Check One]:  Exterior Alteration  New Construction  Addition  Demolition  
 Relocations  Other, Specify:

Estimated Cost of Construction/Demolition of the Project (if Applicable): \$ 600,00

**PROJECT DESCRIPTION.** In the space provided below or on a separate sheet of paper, describe in detail the work that will be performed on site. For *Local Landmark Evaluation & Designation* requests indicate any additional information you may have concerning the property, history, significance, present conditions, status, current or past use(s), etc. Staff recommends that photographs of the interior and exterior of the property are submitted with this application.

Adding to secondary entrance to the house.

## OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]

I acknowledge that I have read this application and that all information contained herein is true and correct to the best of my knowledge. Furthermore, I understand that it is necessary for me or a representative to be present at a public hearing for this case to be approved.

Owner's Signature

Marilyn Smith

Applicant's Signature



# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION PACKET

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

**NOTE:** There is NO APPLICATION FEE, monetary or otherwise, associated with submitting a request to the Historic Preservation Advisory Board.

## CERTIFICATE OF APPROPRIATENESS (COA)

A Certificate of Appropriateness (COA) is a document awarded by the Historic Preservation Advisory Board (HPAB) certifying that the proposed actions of a property owner meet the intent of the ordinances and guidelines stipulated by the Unified Development Code (UDC) and approved by the City Council for historic properties. Individuals owning property that is partially or wholly located within a historic district may be required to obtain a COA if the property (1) has been designated as a contributing property or (2) is within 200 feet of a contributing property.

The Board shall take action on a COA request within 60 days from receipt of a completed application and supporting documentation. Should the board not take action within a 60 day period the COA shall be automatically referred to City Council for action.

### Submittal Criteria:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Site Plan, Survey or Plot Plan: Showing the layout and proposed changes of the property.
- Photographs: Digital or analog photos will be accepted by staff.
- Building Elevations: showing all the proposed changes to existing buildings on site.
- Material List: which shows all proposed material (sample boards are encouraged).

## REQUEST FOR LOCAL LANDMARK EVALUATION & DESIGNATION

The City Council, upon recommendation by the HPAB and Planning & Zoning Commission, may designate a property as a local landmark through the approval of a zoning ordinance providing the request meets the criteria listed below. When a property has been designated as a local landmark, the site shall bear a medallion on the primary structure identifying it as a historic property.

Upon designation of a property as a local landmark, the designation should be recorded in the tax records of the city, and added to the city's official zoning maps. Staff will provide additional information concerning the designation and the historic medallion award.

**Note:** Properties that are listed as a Recorded Texas Historical Landmark (RTHL), State Archeological Landmark (SAL) or listed on the National Register of Historic Places (NR) shall be designated as recognized local landmarks.

### Submittal Criteria:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Site Plan, Survey or Plot Plan: Showing the layout of the property.
- Photographs: Digital or analog photos will be accepted by staff.

## BUILDING PERMIT WAIVER AND REDUCTION PROGRAM

The Building Permit Waiver and Reduction Program grants the HPAB the authority to approve a reduction or a waiver to required building permit fees for properties within the Old Town Rockwall (OTR) Historic District, Planned Development District 50 (PD-50), the Southside Residential Neighborhood Overlay (SRO) District, and the Downtown (DT) District. An eligible property is defined as a commercial property located in the OTR, PD-50, SRO, or DT District or a residential property in the OTR or the SRO that involves a project with minimum investment of \$5,000.00 and includes exterior improvements. *Landmarked* and *Contributing* properties shall be eligible for a full waiver of building permit fees. All other *Non-Contributing* properties shall be eligible for a reduction up to 50% of the required building permit fee.

### Submittal Criteria:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Scope of Work: Description or construction documents outlining the work being proposed.
- Supporting Information: Any additional information necessary for the HPAB to make a determination of the request.

## SMALL MATCHING GRANTS PROGRAM

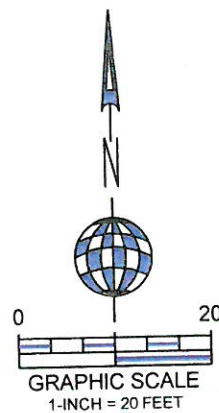
The Small Matching Grants Program grants the HPAB the authority to approve small matching grants up to \$1,000.00 to properties within the Old Town Rockwall (OTR) Historic District and Southside Residential Neighborhood Overlay (SRO) District. Properties considered to be *Contributing* or *Landmarked* properties shall be eligible for grants up to \$1,000.00, and *Non-Contributing* properties shall be eligible for grants up to \$500.00. Projects eligible for this program shall only include those projects proposing improvements to the exterior of a property that will be visible from the street. Examples of these projects include but are not limited to landscaping, painting, replacement of windows, replacement of sidewalks and/or driveways, and etcetera. The program shall be active until all grant money has been allocated for the current fiscal years' budget.

### Submittal Criteria:

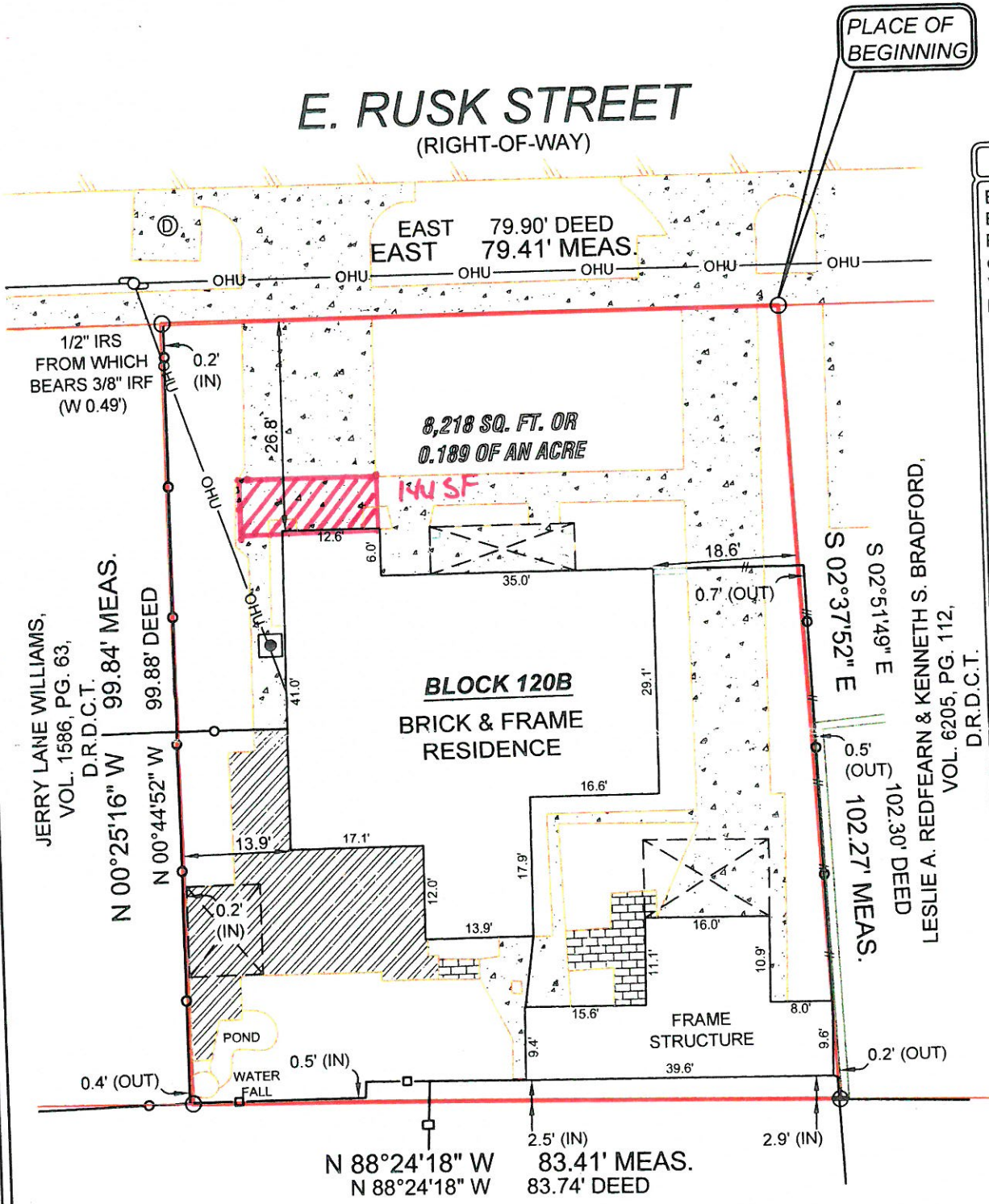
- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Scope of Work: Description or construction documents outlining the work being proposed.
- Supporting Information: Any additional information necessary for the HPAB to make a determination of the request.

**SURVEY PLAT: 610 EAST RUSK STREET**

*Handwritten initials: JMS*



**E. RUSK STREET**  
(RIGHT-OF-WAY)



**LEGAL DESCRIPTION**

Being all that certain, lot, tract, or parcel of land located in the B. F. BOYDSTUN SURVEY, Abstract No. 14, in the City of Rockwall, Rockwall County, Texas, and being the same tract of land described in deed to Gregory P. Smith and wife, Marilyn M. Smith, recorded in Volume 412, Page 263, Deed Records, Rockwall County, Texas, and being more particularly described as follows:

Beginning at a 1/2-inch iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the South line of E. Rusk Street, a right-of-way, at the Northwest corner of a tract of land described in deed to Leslie A. Redfeare and Kenneth S. Bradford, recorded in Volume 6205, Page 112, Deed Records, Rockwall County, Texas;

Thence South 02°32'57" East, a distance of 102.27 feet to a 3/8-inch iron rod found for corner in the North line of a tract of land described in deed to Van Brunt Richard Joseph II, at the Southwest corner of said Redfeare and Bradford tract;

Thence North 88°24'18" West, along said North line, a distance of 83.41 feet to a 1/2-inch iron rod with a yellow plastic cap stamped "RPLS 5310" set at the Southeast corner of a tract of land described in deed to Jerry Lane Williams, recorded in Volume 1586, Page 63, Deed Records, Rockwall County, Texas;

Thence North 00°25'16" West, a distance of 99.84 feet to a 1/2-inch iron rod with a yellow plastic cap stamped "RPLS 5310" set for corner in the South line of E. Rusk Street, at the Northeast corner of said Williams tract;

Thence East, along said South line, a distance of 79.41 feet to the PLACE OF BEGINNING and containing 8,218 square feet or 0.189 of an acre of land.

**FLOOD**

This is to certify that no portion of the subject property shown hereon lies within the 100 Year Flood Hazard Area as shown on the Flood Insurance Rate Map, Community Panel No. 48397C 0040L, dated 09-26-2008. The property is located in Zone "X".

NOTE: All 1/2 IRS are 1/2-inch iron rods with yellow plastic caps stamped "RPLS 5310".

**LEGEND**

● 1/2" IR FOUND	⊙ X-FOUND	☒ TELE. BOX	⊙ GUARD POST	⊙ UTILITY POLE	— OHU — OVERHEAD UTILITY LINE	○ PLASTIC FENCE	▨ CONCRETE	— BUILDING LINE
○ 1/2" IR SET	⊙ X-SET	☒ CABLE BOX	⊙ SEPTIC COVER	⊙ WATER METER	— GUY WIRE ANCHOR	▨ ASPHALT	▨ GRAVEL	— EASEMENT
⊙ 5/8" IR FOUND	⊙ 1" IR FOUND	⊙ ELECTRIC BOX	⊙ SAN. SEW. MH.	⊙ GAS METER	— BARBED WIRE FENCE	▨ FIRE LANE STRIPE	▨ BRICK	— BOUNDARY
⊙ 3/8" IR FOUND	⊙ 1" IP FOUND	▨ BRICK COLUMN	⊙ IRRIGATION VALVE	⊙ A.C. PAD	— IRON FENCE	▨ BRICK RET. WALL	▨ STONE	— HIGH BANK LINE
⊙ 60-D NAIL FOUND	⊙ POINT FOR CORNER	▨ STONE COLUMN	⊙ WATER VALVE	⊙ TRANS. BOX	— CHAINLINK FENCE	▨ STONE RET. WALL	▨ WOOD DECK	— FEMA FLOOD LINE
⊙ PK NAIL SET	▨ CON. MONUMENT	⊙ STORM DRAIN MH.	⊙ FIRE HYDRANT	▨ P.E. POOL EQUIP.	— WOOD FENCE	▨ CON. RET. WALL	▨ BUILDING WALL	♿ HANDICAP SPACE
⊙ 1/2" IP FOUND	⊙ 3/4" IP FOUND	⊙ SAN. SEW. CO.	⊙ LIGHT POLE		— PIPE RAIL FENCE	▨ STUC. RET. WALL	▨ TILE	

I, John S. Turner, Registered Professional Land Surveyor of the State of Texas, do certify that this Survey Plat is a true, correct and accurate representation of the property shown hereon as determined by survey on the ground under my supervision. The lines and dimensions of said property being indicated by the plat. The improvements are within the boundaries of the property lines at the distances indicated and there are no visible and apparent easements, encroachments, conflicts or protrusions, except as shown. This survey meets or exceeds the minimum standards required by the Texas Board of Professional Land Surveying.

This survey was performed exclusively for the parties in connection with the G. F. Number shown hereon and is licensed for a single use. This survey remains the property of the Surveyor. Unauthorized reuse is not permitted without the expressed written permission of the Surveyor. This survey is an original work protected by United States Copyright law and international treaties. All rights reserved. Do not make illegal copies.

*Signature of John S. Turner*  
JOHN S. TURNER  
RPLS 5310



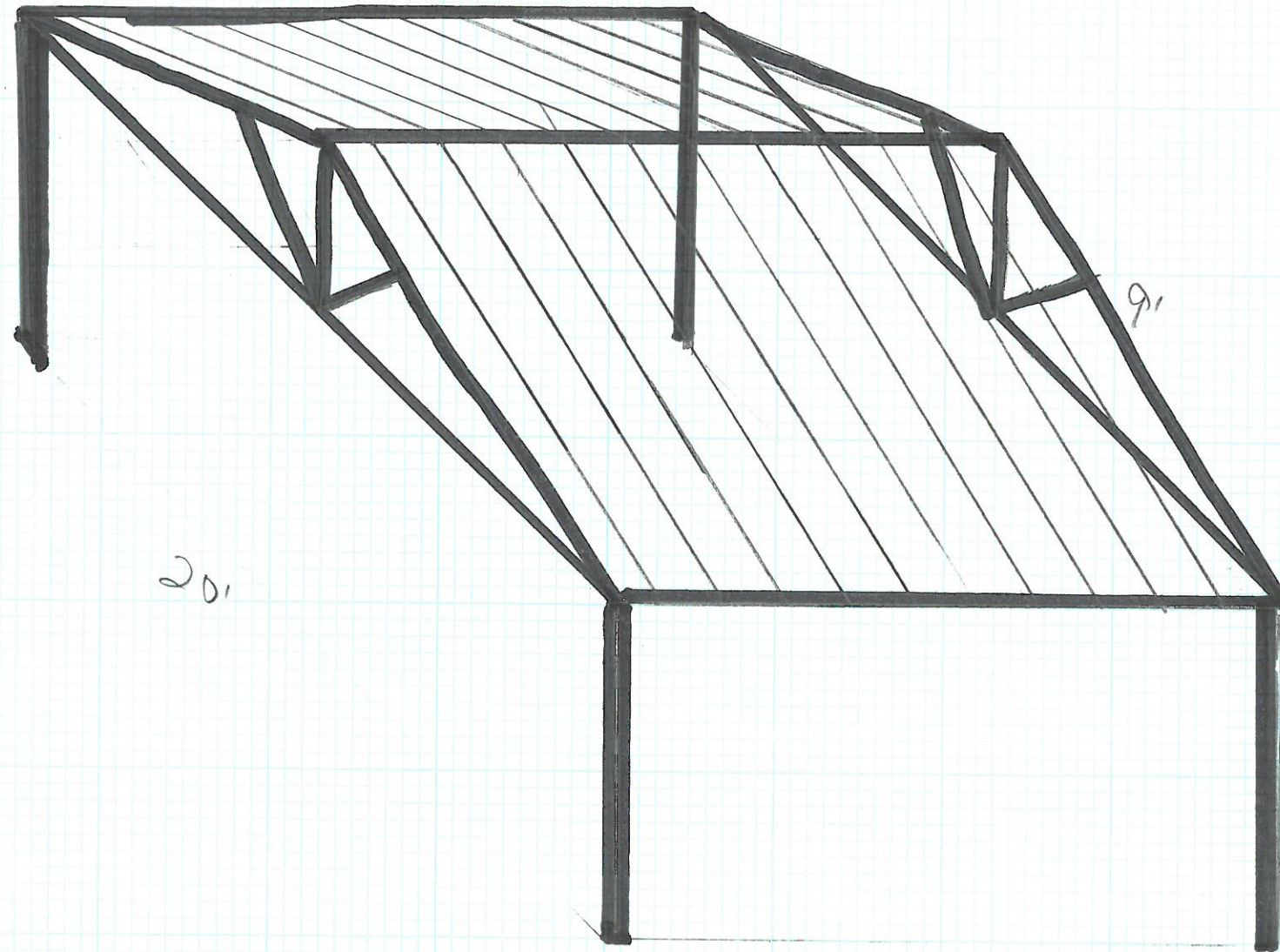
**A&W SURVEYORS, INC.**  
*Professional Land Surveyors*

TEXAS REGISTRATION NO. 100174-00  
P.O. BOX 870029, MESQUITE, TX. 75187  
PHONE: (972) 681-4975 FAX: (972) 681-4954  
WWW.AWSURVEY.COM

DRAWN BY: 517  
DATE: 12-20-2014  
G.F. NO. CTUP61-8057611400074-L  
CERTIFY TO: GREGORY & MARILYN SMITH  
TITLE CO. CHICAGO TITLE

"A professional company operating in your best interest"

4- 6x6x12 T 38.31 153.00  
 12- 2x6x16 11.68 140.00  
 35- 2x6x10 7.35 257.00  
 10- 4x8 19.95 1/2  
     9.35 OSB  
 244.30 24.43 3/4  
 324.70 32.47 HARDIE




16'

20'

9'

0 12.5 25 50 75 100 Feet

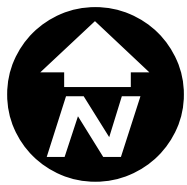
H2019-007 - 610 E. RUSK STREET  
HISTORICAL - LOCATION MAP = 



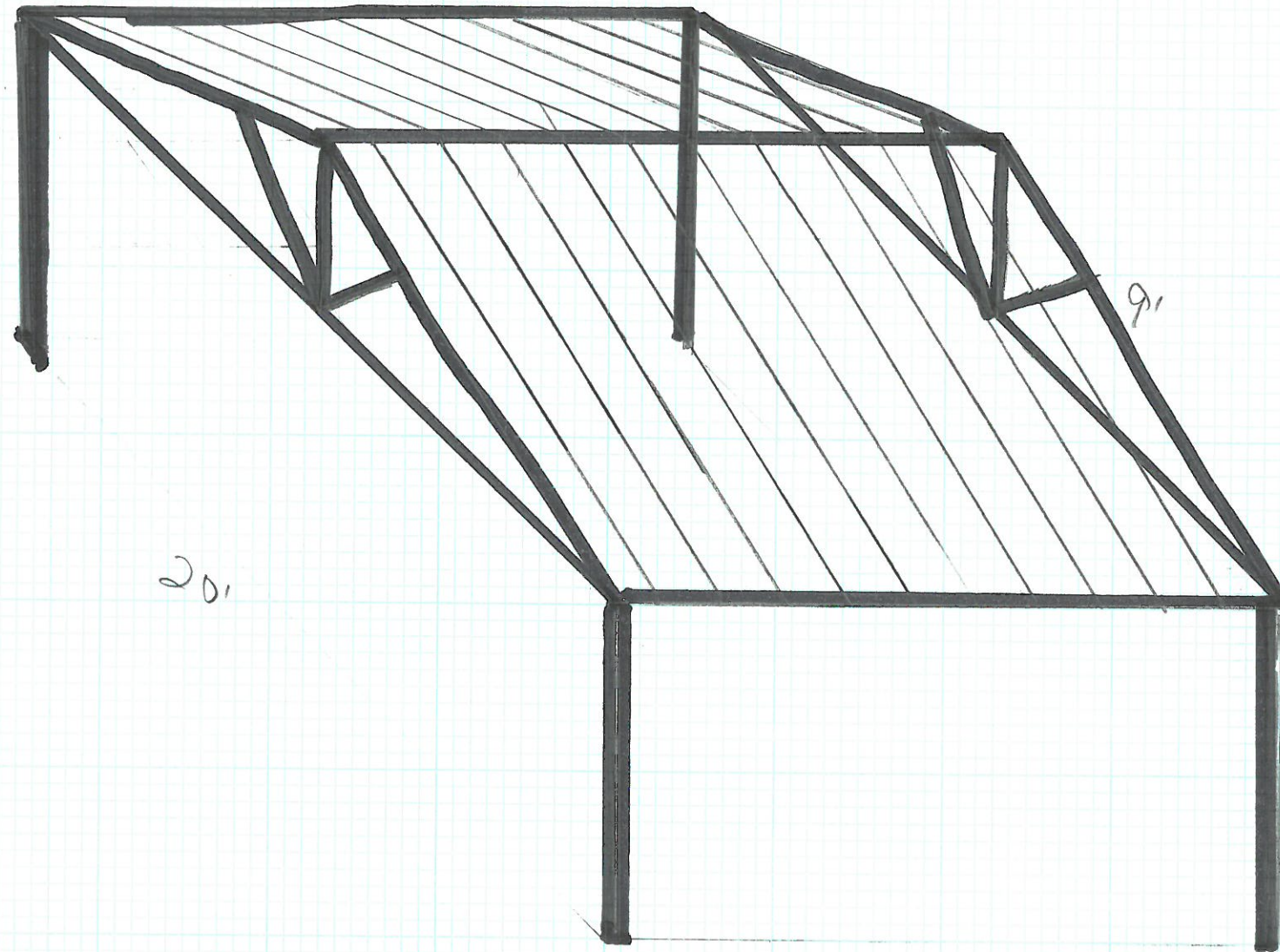
# City of Rockwall

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



4- 6x6x12 T 38.31 153.00  
 12- 2x6x16 11.68 140.00  
 35- 2x6x10 7.35 257.00  
 10- 4x8 19.95 1/2  
     9.35 OSB  
 244.30 24.43 3/4  
 324.70 32.47 HARDIE



16'

20'

9'