



**Mayor**  
Ben White  
**Mayor ProTem**  
Lynn McIlhaney  
**City Manager**  
Glenn Brown

**Councilmembers**  
John Crompton  
James Massey  
Dennis Maloney  
Lawrence Stewart  
David Ruesink

**Agenda**  
**College Station City Council**  
**Workshop Meeting**  
**Thursday, August 28, 2008 2:00 p.m.**  
**City Hall Council Chambers, 1101 Texas Avenue**  
**College Station, Texas**

Workshop

1. Presentation, possible action, and discussion on items listed on the consent agenda.
2. Presentation, possible action, and discussion regarding trends for next year's legislative session and drafting resolutions to be considered by the Texas Municipal League.
3. Presentation, possible action and discussion regarding current Non-Residential Architectural Standards contained in the UDO.
4. Presentation, possible action and discussion regarding changes to the Single-Family Overlay ownership signature requirements and fees.
5. Presentation, possible action and discussion regarding the Streetscape Plan and current streetscape standards and practices in College Station.
6. Presentation, discussion and possible action regarding the production and hosting of a signature community event in the City of College Station.
7. Presentation, possible action, and discussion regarding an update from representatives on committees that Council members are appointed to as well as providing direction to those committees.
8. Council Calendar
  - September 1 City Offices Closed - Holiday
  - September 3 Council Budget Workshop, Council Chambers – 5:00 p.m.
  - September 4 Council Budget Workshop, Carters Creek WWTP Training Room – 5:00 p.m.
  - September 9 Joint Meeting with COCS City Council and CSISD School Board – 6:00 p.m.
  - September 9 Grand opening of the Community EOC – 11:30 a.m. & 2:00 p.m.
  - September 11 Council Workshop/Regular Meeting - 3:00 p.m. & 7:00 p.m.
9. Presentation, possible action, and discussion on future agenda items: A Council Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

*Traditional Values, Progressive Thinking*  
*In the Research Valley*

10. Discussion, review and possible action regarding the following meetings: Arts Council of the Brazos Valley, Audit Committee, Brazos County Health Dept., Brazos Valley Council of Governments, Brazos Valley Wide Area Communications Task Force, Cemetery Committee, Design Review Board, Historic Preservation Committee, Interfaith Dialogue Association, Intergovernmental Committee, Joint Relief Funding Review Committee, Library Committee, Metropolitan Planning Organization, National League of Cities, Outside Agency Funding Review, Parks and Recreation Board, Planning and Zoning Commission, Sister City Association, TAMU Student Senate, Research Valley Partnership, Regional Transportation Committee for Council of Governments, Texas Municipal League, Transportation Committee, Wolf Pen Creek Oversight Committee, Wolf Pen Creek TIF Board, Zoning Board of Adjustments (Notice of Agendas posted on City Hall bulletin board).

11. Executive Session will immediately follow the workshop meeting in the Administrative Conference Room.

Consultation with Attorney {Gov't Code Section 551.071}; possible action. The City Council may seek advice from its attorney regarding a pending or contemplated litigation subject or settlement offer or attorney-client privileged information. Litigation is an ongoing process and questions may arise as to a litigation tactic or settlement offer, which needs to be discussed with the City Council. Upon occasion the City Council may need information from its attorney as to the status of a pending or contemplated litigation subject or settlement offer or attorney-client privileged information. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

- a. Application with TCEQ for permits in Westside/Highway 60 area, near Brushy Water Supply Corporation.
- b. Sewer CCN permit requests.
- c. Water CCN permit requests.
- d. Water service application with regard to Wellborn Special Utility District.
- e. Bed & Banks Water Rights Discharge Permits for College Station and Bryan
- f. Legal aspects of Water Well and possible purchase of or lease of water well sites.
- g. JK Development v. College Station.
- h. Taylor Kingsley v. College Station.
- i. State Farm Lloyds as Subrogee of Mikal Klumpp v. College Station.
- j. TMPA v. PUC (College Station filed Intervention).
- k. City of Bryan suit filed against College Station, Legal issues and advise on Brazos Valley Solid Waste Management Agency contract, on proposed methane gas contract. Update on legal proceedings for Grimes County Landfill site and contracts for development of Grimes County site.

Real Estate {Gov't Code Section 551.072}; possible action The City Council may deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

- a. Wolf Pen Creek – Targeted Mixed Used Project.
- b. Hotel/Conference Center

Economic Incentive Negotiations {Gov't Code Section 551.087}; possible action The City Council may deliberate on commercial or financial information that the City Council has received from a business prospect that the City Council seeks to have locate, stay or expand in or near the city with which the City Council in conducting economic development negotiations may deliberate on an offer of financial or other incentives for a business prospect. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

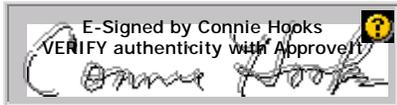
- a. Proposed Development generally located southeast of the Intersection of Earl Rudder Freeway and Southwest Parkway.
- 12. Action on executive session, or any workshop agenda item not completed or discussed in today's workshop meeting will be discussed in tonight's Regular Meeting if necessary.
- 13. Adjourn.

APPROVED:

\_\_\_\_\_  
City Manager

Notice is hereby given that a Workshop Meeting of the City Council of the City of College Station, Texas will be held on the 28<sup>th</sup> day of August, 2008 at 2:00 pm in the City Hall Council Chambers, 1101 Texas Avenue, College Station, Texas. The following subjects will be discussed, to wit: See Agenda

Posted this 25<sup>th</sup> day of August, 2008 at 1:00 pm.



\_\_\_\_\_  
City Secretary

I, the undersigned, do hereby certify that the above Notice of Meeting of the Governing Body of the City of College Station, Texas, is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the bulletin board at City Hall, 1101 Texas Avenue, in College Station, Texas, and the City's website, [www.cstx.gov](http://www.cstx.gov). The Agenda and Notice are readily accessible to the general public at all times. Said Notice and Agenda were posted on August 25, 2008 at 1:00 pm and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.

This public notice was removed from the official board at the College Station City Hall on the following date and time: \_\_\_\_\_ by \_\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2008.  
CITY OF COLLEGE STATION, TEXAS

By \_\_\_\_\_

Subscribed and sworn to before me on this the \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_  
Notary Public – Brazos County, Texas

My commission expires: \_\_\_\_\_

This building is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive service must be made 48 hours before the meeting. To make arrangements call (979) 764-3517 or (TDD) 1-800-735-2989. Agendas may be viewed on [www.cstx.gov](http://www.cstx.gov). Council meetings are broadcast live on Cable Access Channel 19.

**August 28, 2008**  
**Workshop Agenda Item No. 2**  
**State Legislative Update and TML Resolutions**

**To:** Glenn Brown, City Manager

**From:** Kathy Merrill, Assistant City Manager

**Agenda Caption:** Presentation, possible action, and discussion regarding trends for next year's legislative session and drafting resolutions to be considered by the Texas Municipal League.

**Recommendation(s):** N/A

**Summary:** Dan Shelley was hired two years ago as the City's state legislative lobbyist.

Mr. Shelley and Mrs. Rodriguez are present today in order to update Council on expected legislative trends for the 2009 session as well as address any questions from the Council.

This item also provides an opportunity for Council to discuss if they would like to suggest any additional resolutions to be considered by TML. Any resolutions will need to be approved at the Council meeting on September 11.

**Budget & Financial Summary:** N/A

**Attachments:** N/A

**August 28, 2008**  
**Workshop Agenda Item No. 3**  
**Non-Residential Architectural Standards**

**To:** Glenn Brown, City Manager

**From:** Bob Cowell, AICP, Director of Planning & Development Services

**Agenda Caption:** Presentation, possible action and discussion regarding current Non-Residential Architectural Standards contained in the UDO.

**Recommendation(s):** Staff recommends that City Council provide direction on any revisions to the current policies, practices, standards contained in the UDO regarding Non-Residential Architectural Standards.

**Summary:** In July 2008 the Council instructed staff to bring forward a presentation on the current Non-Residential Architectural Standards contained in the UDO. A similar presentation was requested by and provided to the Planning and Zoning Commission at their June 19<sup>th</sup>, 2008 meeting.

The City regulates non-residential architectural (NRA) standards in Section 7.9 of the UDO. This section applies to all development, redevelopment, and façade changes to all non-residential buildings located in any zoning district with the exception of M-1, M-2, R&D, NG-1, NG-2, and NG-3 districts. The standards further exempt churches from the requirements.

The NRA standards address the following items:

- Façade design, materials, and colors
- Screening
- Building mass & design
- Pedestrian/Bike facilities
- Traffic impact analysis
- Parking lots

Staff will present examples of how the above items are provided for projects that have been constructed under the NRA standards as well as projects that were not subject to the NRA standards.

**Budget & Financial Summary:** N/A

**Attachments:**

1. Section 7.9 of the UDO (Non-Residential Architectural Standards)

6. The interior clearance (inside the screen) dimensions for a double (two eight-yard) dumpster enclosure shall be twelve feet deep by twenty-four feet (12' x 24') wide;
7. Bollards and other such devices shall not be set within the minimum width dimensions noted above;
8. All required containers and dumpsters pads shall be constructed of six inches (6") of steel-reinforced concrete;
9. All required containers and dumpsters shall be screened by means of an approved six-foot (6') high opaque device on a minimum of three sides. Depending on visibility to pedestrian and vehicular traffic, a gate may be required for all enclosures except 300-gallon side-loading automated containers. Gates shall have a minimum width of twelve feet (12') when open, shall swing 180 degrees from the closed position, and shall utilize a positive-locking mechanism while in the open position. Three hundred-gallon side-loading automated container enclosures shall be open on the side, facing the collection point. The open side cannot be facing the public right-of-way. Materials may be dictated by the terms of a Conditional Use Permit (CUP) or the Design Review Board (DRB); and
10. The ingress, egress, and approach to all dumpster pads shall conform to the fire lane requirements.

***Per Ordinance No. 2902 (June 8, 2006)***

### **7.8 Drainage and Stormwater Management**

This Section is reserved. Any reference to this Section shall apply to Chapter 13 of the CODE OF ORDINANCES, FLOOD HAZARD PROTECTION.

### **7.9 Non-Residential Architectural Standards**

#### **A. Applicability**

The design standards of this Section shall apply to development, redevelopment, and façade changes to all non-residential buildings located in any zoning district with the exception of the M-1, M-2, R&D, NG-1, NG-2, and NG-3 districts. All buildings shall be subject to the following standards. This applies to single tenant buildings, multiple tenant buildings, and any grouping of attached or stand alone buildings and associated pad sites.

Exemptions:

- Churches

***Per Ordinance No. 2902 (June 8, 2006)***

#### **B. Standards for All Non-Residential Structures**

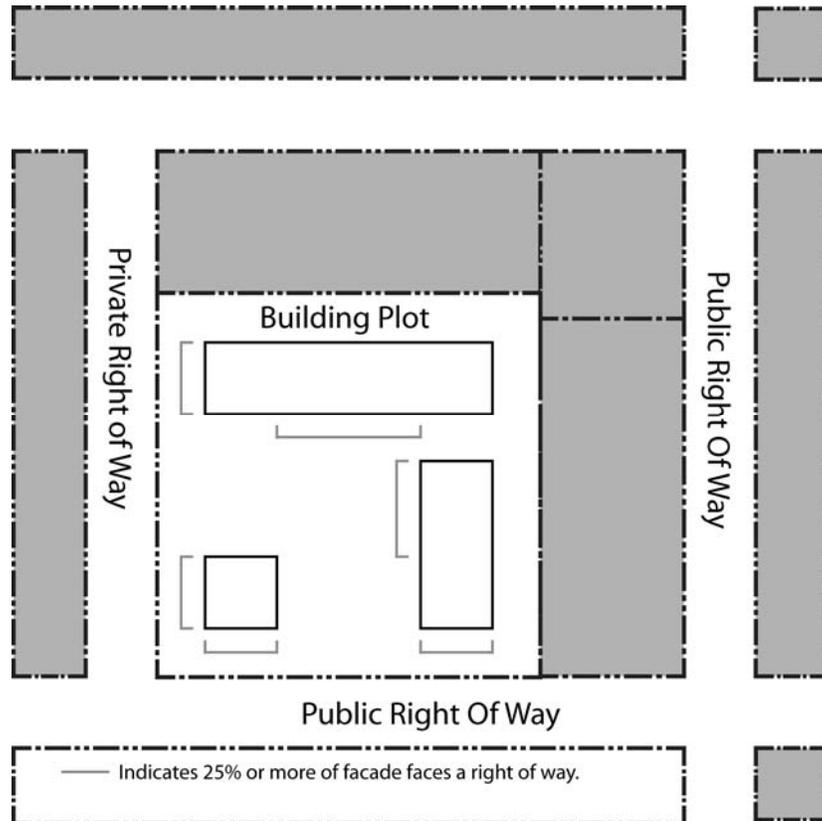
The following table summarizes the Non-Residential Architectural Standards for the City of College Station:

NRA SUMMARY TABLE								
Gross Square Feet in Area of Building/Combination of Buildings								
Façade Standards	Under 20,000		20,000 to 49,000		50,000 to 149,999		150,000 +	
	Facing ROW	Other	Facing ROW	Other	Facing ROW	Other	Facing ROW	Other
<b>BUILDING MASS &amp; DESIGN</b>								
2 elements of architectural relief every 45 feet	R		R		R, no more than 33% on same plane		R, no more than 33% on same plane	
2 elements of architectural relief every 60 feet		R		R		R		R
No more than 66% of roofline at same elevation	R		R		R		R	
<b>BUILDING MATERIALS</b>								
Brick, stone, marble, granite, tile or specified concrete product	10% R	10% R if visible from ROW	25% R	10% R if visible from ROW	25% R	10% required if visible from ROW	50% R	10% R if visible from ROW
Stucco, EIFS, specified concrete product	75% max; 100% allowed w/ 2 colors, if under 5,000 s.f.		75% max					
Wood or cedar siding	30% max							
Smooth face, tinted concrete blocks	10% max							
Reflective glass	80% max	100%	80% max	100%	80% max	100%	80% max	100%
Stainless steel, chrome, standing seam metal, premium grade architectural metal	20% max							
Painted steel panel siding and galvanized steel	Rear of building only if not visible from ROW, parkland, greenway, or residences							
<b>BUILDING COLORS</b>								
Accent Colors per façade	15%		15%		10%		5%	
<b>PEDESTRIAN / BIKE FACILITIES</b>								
10' sidewalk along façade					R		R	
Pedestrian walkways					R		R	
Bicycle parking spaces	4 R		4 R		8 R		8 R	
<b>PARKING LOTS</b>								
Parking Concept for more than 120 spaces	R						R, Additional Standards Apply	
<b>OTHER REQUIREMENTS</b>								
Public space or plaza							R, 500 S.F. min.	
Landscape					Double pts		Double pts	
Tree wells					R		R	
Minimum tree size					2" caliper		2" caliper	

R = Required

\* = A façade is considered to be “facing public right-of-way” when an imaginary plane could be extended unobstructed by a wall or structure from at least 25% of the façade into the public right-of-way adjacent to the building plot. For the purposes of this section, public rights-of-way shall include all forms of passageways (such as streets, sidewalks, and bike paths) dedicated or deeded to the public for public use.

\*\* = When a property does not have frontage on a public right-of-way, the primary entrance façade of the building(s) will meet the standards of a “façade facing a public right-of-way.”



**1. Required Screening**

All mechanical equipment shall be screened from view or isolated so as not to be visible from any public right-of-way or residential district within 150 feet of the perimeter boundary of the subject lot or tract, measured from a point five (5') feet above grade. Such screening shall be coordinated with the building architecture, materials, colors and scale to maintain a unified appearance. Acceptable methods of screening are: encasement, parapet walls, partition screens, brick/stone/masonry walls or fences.

Detention ponds shall be screened using berms, shrubs, brick/stone/masonry walls or a combination of these to achieve a 3-foot high screen above the visible perimeter of the pond's finished grade.

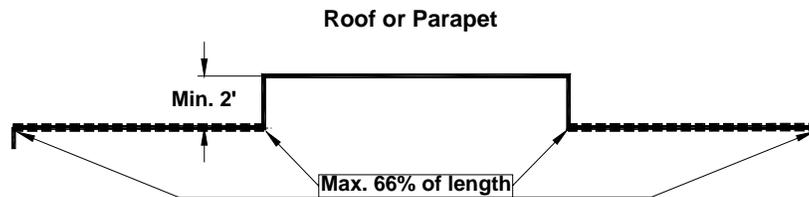
No screening is required for retention ponds designed to also serve as year round water features.

**2. Building Mass and Design**

In order to provide visual interest, the first two (2) stories of any façade facing a public right-of-way shall use architectural relief every forty-five horizontal feet (45') by incorporating a minimum of two (2) different design elements within each forty-five foot (45') section from the options below. All other façades shall incorporate a minimum of two (2) different design elements within each sixty-foot (60') section as described

above. Wall sections less than forty-five feet (45') or sixty feet (60') respectively, shall also be required to provide the two (2) different design elements.

- Canopies, permanent decorative awnings, or windows accompanied by overhangs;
- Wall plane projections or recessions with a minimum of four foot (4') depth;
- Pilasters or columns;
- Recessed entries, stoops, porches, or arcades;
- Balconies that extend from the building; or
- Boxed or bay windows.



As represented above, on buildings three (3) stories or less, the horizontal line of a flat roof (or parapet) along any façade facing a public right-of-way shall vary by a minimum of two feet (2') feet up or down so that no more than sixty-six percent (66%) of the roofline is on the same elevation.

### 3. Building Materials

All buildings determined to be a single building plot by the Administrator shall have materials and colors that are similar and complement each other architecturally. This applies to all stand alone and pad site buildings, regardless of their use. All exterior façades of a pad site building must meet the requirements for a façade facing a public right-of-way. All buildings shall employ architectural, site, and landscaping design elements that are integrated with and common to those used on the main/primary buildings or structures on site. These common design elements shall include building materials associated with the main/primary structure. In the event that a pad site or non-primary building(s) is developed before the primary/main building(s), then all other buildings, with the exception of stand alone restaurants, shall have materials and colors that are similar and complement each other architecturally to the building constructed first.

Existing buildings may continue to utilize materials other than those listed below provided that any material replacement is for maintenance purposes only and the existing material is continued. Any material change or replacement of more than ten percent (10%) of the total area of all facades shall require that all building materials and color be brought into compliance. All other materials are prohibited unless authorized herein or by the Design Review Board (DRB). When determining area herein, windows and doors are included.

- a. The following applies only to the first two (2) stories of all buildings. All building façades that are visible from a public right-of-way shall have at least ten percent (10%) of the surface area of the façade consist of one or more of the following building materials:
- 1) Fired brick;
  - 2) Natural stone;
  - 3) Marble;
  - 4) Granite;
  - 5) Tile;
  - 6) Any concrete product so long as it has an integrated color and is textured or patterned (not aggregate material) to simulate brick, stone, marble, or granite, or is covered with brick, stone, marble granite or tile.
- b. Stucco, EIFS (Exterior Insulation and Finish Systems), hardboard, concrete products as described in Section 7.9.B.3.a.6 above, reflective glass, certain metal products described in this section below, and cedar siding are allowed on all facades subject to the following limitations:
- 1) Stucco, EIFS, high build textured paint on concrete to simulate the appearance of EIFS, hard board, or any material equivalent in appearance and quality as determined by the DRB, shall not cover more than seventy-five percent (75%) of any façade.
  - 2) Wood or cedar siding shall not cover more than thirty percent (30%) of any façade.
  - 3) Smooth face, tinted concrete blocks shall only be used as an accent and shall not cover more than ten percent (10%) of any façade.
  - 4) Reflective glass shall not cover greater than eighty percent (80%) of any façade facing a public right-of-way and may cover one hundred percent (100%) of any other façade. Exemption: when calculations are provided by a licensed professional engineer or architect verifying that energy code compliance cannot be achieved without the use of reflective glass, there shall not be a limit on the use of such material. The calculations shall be approved by the Building Official and comply with the INTERNATIONAL ENERGY CODE, as adopted and amended by the City of College Station.
  - 5) Stainless steel, chrome, standing seam metal and premium grade architectural metal may be used as an architectural accent and shall not cover greater than twenty percent (20%) of any façade.
  - 6) Painted steel panel siding and galvanized steel is allowed on the rear façade of buildings when the façade is not visible from a right-of way, parkland, or greenway, or any residential area; provided however, that these materials may be used if the façade is screened from adjacent properties. This screening shall be installed regardless of adjacent property zoning or use and in no way shall this Section diminish the requirements for Buffering required in Section 7.6 Plantings, fences, or walls which meet the specifications established in Sections 7.6.F.2 or 7.6.F.3 with substitutions allowed as provided for in Section 7.6.F.4 are permitted screening materials and methods. Use of these alternative building materials shall count toward the required percentages of materials as described herein.
  - 7) Galvanized steel and painted steel are allowed on doors, including roll-up doors.
  - 8) Metal, standing seam metal, arcitectural metal or steel may be used as a roof and or canopy/awnings with no limitation on percentage.
- c. All architectural submittals shall provide elevation drawings for each façade and a material legend (see sample below) for each façade.

City of College Station SAMPLE LEGEND USE OF MATERIALS ON FAÇADE 'A'		
Total Square Footage of Façade 'A': 10,000 s.f.		
Material	Area in Square Feet	Percent of Overall Façade
Stucco	2,000 s.f.	20%
Brick	5,000 s.f.	50%
Doors and Windows	3,000 s.f.	30%

**4. Building Colors**

- a. All building façades and roofs shall consist of only colors from the color palette approved by the City Council as amended by the DRB and maintained in the Office of the Administrator. All other colors shall be considered accent colors and may be used on no more than fifteen percent (15%) of the façade on which the accent color is applied.
- b. Neon, metallic (except copper and silver metallic colored roofs) and fluorescent colors are prohibited on any façade or roof.
- c. When applying brick, colors normally found in manufactured fired brick are permitted. All colors of natural stone are permitted.
- d. Building and roof color requirements apply to all new buildings, redeveloped buildings, and façade work. Color samples shall be submitted for approval to the Office of the Administrator.
- e. Existing buildings may continue to utilize colors that are not from the approved color palette provided that repainting is done for maintenance purposes only and the existing color is continued. Any color change on existing buildings shall be brought into compliance with this ordinance and color samples shall be submitted as provided herein.

**5. Pedestrian / Bike Circulation & Facilities**

- a. Each building shall provide a facility capable of storing a minimum of four (4) bicycles. The area provided for such a facility shall be approximately fifty-five square feet (55 sq. ft.) in area, approximately nine feet by six feet (9'x6') or as approved by the Administrator.
- b. Facilities shall be separated from motor vehicle parking to protect both bicycles and vehicles from accidental damage and shall be sufficiently separated from building or other walls, landscaping, or other features to allow for ease and encouragement of use. This separation shall be a minimum of three feet (3'). Bicycles may be permitted on sidewalks or other paved surfaces provided that the bicycles do not block or interfere with pedestrian or vehicular traffic.
- c. Bicycle facilities shall be constructed so as to enable the user to secure a bicycle by locking the frame and one wheel of each bicycle parked therein. Facilities must be easily usable with both U-locks and cable locks and support the bicycle frame at two points. Facilities shall be anchored securely to the ground.

**6. Traffic Impact Analysis**

This section establishes requirements and procedures pertaining to traffic impact analysis (TIA) for non-residential developments. These requirements are intended to inform the applicant of the City's expectations, expedite the City staff's review process of TIA reports, provide standard criteria for evaluating development proposals, and establish equitable mitigation and cost sharing policies.

The TIA is intended to develop public/private partnerships to coordinate land use and transportation facility development. Both the City of College Station and the land developer share in the responsibility to consider all reasonable solutions to identified transportation problems.

**a. Purpose**

This process is done simultaneously with the submittal of a site plan. The goal of this study is to look at a specific development of known size and use and to determine the effect of that use on the existing roadway system. It uses existing traffic volumes and assumes the existing roadway configuration to be used for analysis. This process should ensure that the roadway system is adequate to accommodate the proposed use and may recommend mitigation measures necessary to ensure efficient traffic flow around the proposed site (as based on intersection and roadway levels of service).

**b. Objective**

A TIA is intended to define the immediate impacts of the proposed development and any necessary transportation improvements (public or private) required to ensure a satisfactory level of service on all affected thoroughfares. A TIA is designed to mitigate traffic impacts by optimizing roadway capacity, access design, and traffic control. A TIA may not be used to deny development permitted by zoning, nor shall it be used to modify road design contrary to the Comprehensive Plan. Specific improvements to the existing roadways consistent with the Thoroughfare Plan may be needed to gain approval of site plan proposals.

**c. Definitions**

- 1) **Trip Generation Rates** - The City's criteria for trip generation for various categories of land use and density shall be those set forth in the latest edition of the trip generation informational report published by the Institute of Transportation Engineers (ITE) unless the proposed use does not have a corresponding rate in the Trip Generation Manual. Alternate trip generation rates shall not be accepted but shall instead be adopted for City-wide use on the basis of a general study of local conditions.
- 2) **Design Year** - The design year is the point in time upon which assumptions pertaining to land use, population, employment, and transportation facilities are based. All TIAs shall use a design year based on the expected date of project occupancy.
- 3) **Base Volumes** - Base volumes shall be based on current traffic counts adjusted to the expected date of project occupancy. When available, all base data shall be supplied by the City Traffic Engineer. In all cases when ground counts are needed and are not available, the developer or his agent shall be required to collect such data.
- 4) **Level of Service (LOS)** - Level of service is a measure of the level of congestion experienced on roadways. The desirable minimum level of service of the City of College Station is Level of Service D in the peak hour. Level of service shall be measured of both link and intersection operations.

**d. Applicability**

A TIA will be required for non-residential site plans submitted for approval that generate 5,000 trips or more per day. A TIA may be required for non-residential site plans submitted for approval that generate less than 5,000 trips per day, where the peaking characteristics could have a detrimental impact on the transportation system as determined by the Administrator or his designee.

All TIAs shall be performed by a consultant qualified to perform such studies. Requirements for mitigating negative traffic impacts shall apply to all cases. In certain cases, due to project phasing, a TIA might be required with a concept plan submittal.

It is the responsibility of the applicant to demonstrate that a TIA is not required for a non-residential site plan application, as defined in Section 3.5. In cases where a TIA is required, the site plan application will be considered incomplete until the TIA is submitted.

e. **Methodology**

A pre-submission consultation with the Administrator or his designee is required. Details of the required analysis and the study area will be determined at this meeting. In certain instances, traffic from other approved but not built developments may have to be accounted for in traffic assignments. Staff may also require specific assumptions such as percent trucks be altered to match local conditions. Peak hour analysis might be directed to reflect the peak 15 minutes for certain types of land uses. All of these types of issues will be addressed at the pre-submission consultation.

f. The following procedures shall be followed in preparing traffic impact studies submitted to the City:

**Content:**

- 1) Study Area - A map(s) shall be included delineating the TIA study area and all existing and planned streets therein. The study area will be defined in the pre-submission consultation meeting with the Administrator or his designee;
- 2) Existing Zoning and Development - Describe existing zoning including land area (gross and net) by zoning classification, square footages, numbers of hotel rooms, dwelling units, etc. Also, describe any existing development on-site and how it will be affected by development proposals;
- 3) Thoroughfare Network - Describe existing thoroughfares, signals and signal phasing, and traffic volumes within the study area;
- 4) Proposed Development - Describe the proposed development including land area (gross and net), square footage, number of hotel rooms, dwelling units, etc. Also describe roadway conditions as expected by date of occupancy. Indicate roadway and intersection capacities at study date;
- 5) Impact Determination - Determine the level of service for all thoroughfares and intersections in the study area. The analysis shall contain the following minimum information:
  - (a) **Proposed Trip Generation** - Calculate total trip generation by use (assuming full development and occupancy) and report any reductions for passer-by, mixed use, etc. Show trip generation by use in tabular form with land use trip generation rates and trips generated.
  - (b) **Trip Distribution and Assignment** - Trips generated by the proposed development are to be added to the base volumes projected for the design year. Peak hour volumes must be calculated. Distribution assumptions and assignment calculations must be provided.
  - (c) **Level of Service Analysis** - Show in tabular form, 24 hour and peak hour V/C ratios for links and intersections within the study area. This analysis should be done for the following traffic conditions: existing traffic, background traffic, background plus project traffic. Analyze all points of ingress and egress, median breaks, and turn lanes associated with the proposed site.
  - (d) **Conclusions** - Provide a summary of points of conflict and congestion. Identify all thoroughfare links or intersections exceeding a Level of Service D and the percent increase in total traffic produced by the proposed site plan. Identify any operational problems (e.g., drives, median openings, and signalization) within the study area.
- 6) **Mitigation**
  - (a) Traffic levels exceeding Level of Service D, where the development is contributing 5% or more of the total trips shall be mitigated to

predevelopment levels. Problems demonstrated by the TIA can be corrected by:

- (b) Access Management requirements in addition to those provided in Article 7.3 and the City of College Station Engineering Design Guidelines relating to driveway and median opening spacing.
- (c) Modifying density or intensity of use (e.g., reduction in square footage or percentage of commercial use);
- (d) Phasing construction until additional roadway capacity becomes available;
- (e) On-site improvements including access controls and site circulation adjustments; and
- (f) Off-site improvements including the construction of additional lanes where the surrounding thoroughfares are not fully developed or intersection improvements, including signalization, where the surrounding area is approaching full development.

**7) Costs of Mitigation**

Mitigation improvements which are attributable to the proposed development shall be funded at the developer's expense. Any other improvements shown which are consistent with the Thoroughfare Plan may be repaid by the City in accordance with its cost sharing policies.

**7. Parking Lots**

These requirements are in addition to and not in lieu of the requirements established in Section 7.2. Off Street Parking Standards.

- a. Where parking or drive aisles are located between the building and the public right-of-way, there shall be a minimum ten foot (10') setback from the public right-of-way line to the parking area or drive aisle.
- b. In order to break up the parking lot area and minimize visual impact, one of the following parking concepts is required on any parking lot with greater than one hundred twenty (120) parking spaces. Parking concepts shall be approved by the Administrator provided that it meets one of the following minimum criteria. Pedestrian ways are allowed within the below-described areas.
  - 1) **Concept 1** - Every one hundred twenty (120) parking spaces shall be a separate and distinct parking area connected by driving lanes but separated by landscaping strips a minimum of eight (8') feet wide and the full length of the parking row. Where pedestrian facilities are located within landscape strips or where vehicles would overhang these strips, the strip shall be a minimum of ten feet (10') wide; or,
  - 2) **Concept 2** - For every one hundred and twenty (120) parking spaces, an 1800 square foot landscaped island shall be installed (Landscape Pods). Such island(s) shall be located internal to the parking lot and shall be located so as to visually break up each one hundred twenty (120) parking spaces. The landscaping square footage calculation for parking lots greater than one hundred twenty (120) parking spaces shall be pro-rated at fifteen square feet (15 sq.ft.) of landscaping per parking space; or,
  - 3) **Concept 3** - For every one hundred twenty (120) parking spaces, an additional 1,800 square feet of landscaped area shall be added/distributed to the interior row(s) end island(s) located closest to the right-of-way line (i.e. in conjunction with the minimum setback creating a double row of landscaping) but in no event shall the additional landscaped area be located farther than one hundred feet (100') from the right-of-way frontage. The landscaping square footage calculation for parking lots greater than one hundred twenty (120) parking spaces shall be pro-rated at fifteen square feet (15 sq.ft.) of landscaping per parking space.



- c. Interior island area requirements, as required in Section 7.2, may be consolidated into end islands, landscape strips, and landscape pods.
- d. Shopping cart storage spaces shall be identified on the site plan. These spaces shall not be located in landscape islands or any areas designed for plantings or pedestrian or bike access.

**C. Standards for less than 5,000 S.F.**

A single building or combination of buildings less than 5,000 gross square feet in area, whether connected or not, but determined to be a single building plot, may use on hundred percent (100%) EIFS, Stucco, high build textured paint on concrete to simulate the appearance of EIFS, or hardboard, but only if it is painted or tinted with a minimum of two (2) colors to avoid monotony.

**D. Additional Standards for 20,000 S.F. or Greater**

In addition to the standards set out in Section 7.9.B, the following shall apply to any single building or combinations of buildings of 20,000 gross square feet in area, whether connected or not, but determined to be a single building plot. Building Material: any façade facing a public right-of-way shall have a minimum of twenty-five percent (25%) (calculation shall be based on the area of the first two (2) stories of any single building(s) façade) brick, stone, marble, granite or a material fabricated to simulate brick or stone (not split-face concrete masonry).

**E. Additional Standards for 50,000 S.F. or Greater**

In addition to the standards set out in this Section 7.9.B and 7.9.D, the following shall apply to any single building or combinations of buildings of 50,000 gross square feet in area or greater, whether connected or not, but determined to be a single building plot.

**1. Building Mass and Design**

Façade articulation (wall plane projections or recessions) is required on the first two (2) stories of any façade facing a public right-of-way. No more than thirty-three percent (33%) of any façade facing a public right-of-way shall be on the same continuous geometric plane. Restaurant pad sites are excluded from this articulation requirement but are required to provide architectural relief as provided in the previous section 7.9.B. Wall plane projections or recessions shall have a minimum depth of four feet (4').

**2. Building Colors**

Accent colors may be used on no greater than ten percent (10%) of the façade on which the accent color is applied.

**3. Landscaping**

These requirements are in addition to and not in lieu of the requirements established in Section 7.5 Landscaping and Tree Protection.

- a. The minimum required landscape points for a site shall be double (2 x minimum landscape points) of that required for developments of less than 50,000 gross square feet in area. The minimum allowable tree size is two inch (2") caliper. Streetscape point requirements remain the same and shall count toward the landscape point requirement.
- b. Tree wells are required along fifteen percent (15%) of the linear front of any façade facing a public right-of-way and shall include a minimum of one (1) canopy tree for every required six feet (6') in length. Non-canopy trees may be substituted in the tree wells provided that the number required shall be doubled. This landscaping shall count toward the overall landscape requirement.

Each tree well shall be a minimum of six feet (6') square. Tree wells may be at grade or may be raised a maximum of thirty inches (30") in height, so long as the soil is continuous with the soil at grade. If the tree wells are located within interior

parking islands, then the islands shall not count toward the required interior parking islands as described in Section 7.2.E Interior Islands.

- c. All landscaping strips, islands, pods, and areas used to segregate the one hundred twenty (120) space parking areas as provided for above under "Parking Lots" must include canopy trees or structural shading. This requirement shall not apply to auto sales lots.

#### 4. Pedestrian / Bike Circulation & Facilities

- a. There shall be designated connections among primary buildings and pad sites for pedestrian and bicycle traffic. Locations for sidewalks and bicycle parking facilities shall be provided and shown on the site plan. Pedestrian walkways may be incorporated into the landscape strips separating parking areas only if the strip is ten feet (10') in width.
- b. In centers with multiple tenants, one or more facilities capable of storing eight (8) bicycles shall be placed in clearly designated, safe, and convenient locations, such that no tenant entrance is farther than one hundred fifty feet (150') from a bike facility.
- c. Pedestrian walkways shall be a minimum of five feet (5') wide. Pedestrian walkways shall connect public street sidewalks, transit stops, parking areas and other buildings in a design that ensures safe pedestrian use. When the walkway is within a parking lot area, it shall be clearly designated using brick pavers or a stamped dyed concrete pattern.
- d. There shall be a ten foot (10') sidewalk along the full frontage of any façade facing a public right-of-way. Tree wells and planter boxes shall be placed along this walkway and in a manner that does not obstruct pedestrian movement. Bike parking facilities are allowed in this area. Vehicular parking or cart storage is prohibited. Outside display is allowed but only if it does not occupy more than thirty percent (30%) of this area and meets the requirements of Section 7.11.B Outside Storage and Display. This requirement does not apply to development meeting the definition of a pad site.

#### F. Additional Standards for 150,000 S.F. or Greater

In addition to the standards set out in Sections 7.9.B, 7.9.D, and 7.9.E, the following shall apply to any single building or combinations of buildings of 150,000 gross square feet in area or greater, whether connected or not but determined to be a single building plot.

1. Each development shall contain a plaza developed as an integral part of the development and not less than five hundred square feet (500 sq.ft.) in area. This area shall not count toward required parking islands or area requirements of a parking concept as described in 7.9.B.6.b Parking Lots. This area shall incorporate a minimum of three (3) of the following:
  - Seating components\*
  - Structural or vegetative shading\*
  - Water features\*
  - Decorative landscape planters\*
  - Public Art\*
  - Outdoor eating accommodations
  - Hardscape elements at entrances and within the parking area such as decorative pavers, low masonry walls, clock towers, etc.

\*These public areas may be located within the parking landscape areas.

2. All facades facing a public right-of-way shall have a minimum of fifty percent (50%) brick, stone, marble, granite, or a material fabricated to simulate brick, or stone (not split-face concrete masonry).
3. The minimum allowable tree size is two and one half inches (2.5") caliper.

4. All parking areas must be screened from the public right-of-way using berms.
5. Accent colors may be used on no more than five percent (5%) of the façade on which the accent color is applied.

**G. Variances - Design Review Board (DRB)**

The DRB may grant a variance from the standards contained in Section 7.9 of up to one hundred percent (100%) of the total percentage permitted for the following:

1. Substitutions of building materials if the applicant shows that:
  - a. The building material is a new or innovative material manufactured that has not been previously available to the market or the material is not listed as an allowed or prohibited material herein; or
  - b. The material is similar and comparable in quality and appearance to the materials allowed in this Section 7.9; or
  - c. The material is an integral part of a themed building (example 50's diner in chrome).

No variance shall be granted to requirements for brick or stone on buildings twenty thousand (20,000) gross square feet in area or greater. Financial hardship shall not constitute a basis for the variance.

2. Alternate colors or materials on each façade if the applicant shows that:
  - a. The applicant is a franchised and/or chain restaurant to be developed as a single detached building (not integrated into a multi-tenant building); and
  - b. The proposed colors/materials are part of its corporate branding; and
  - c. The applicant provides all of the alternative color/materials schemes the chain or franchise has used.
3. Alternative materials on façade work that does not involve an expansion of an existing building as defined in Section 9 of the UDO or constitute redevelopment if the applicant shows that:
  - a. The materials allowed in Section 7.9 cannot be utilized without a structural alteration(s) to the existing building; and
  - b. A licensed professional engineer or architect verifies in writing that a structural alteration is required to apply the permitted façade materials to the building.
  - c. The DRB may grant a variance of up to 100% from the façade articulation or roofline standards herein if the applicant shows that it is not financially or structurally feasible.
4. Alternatives to the options for screening listed in Section 7.9.B may be considered.
5. Alternatives to the options listed in Section 7.9.B.2 may be considered for approval provided that the alternative incorporates a minimum of two (2) architectural relief elements with spacing as required under Section 7.9.B.2.
6. The DRB may approve the following alternative parking lot concept as follows:
  - a. The area of a landscaped plaza may be credited toward the area(s) required for parking lot landscape concepts in Section 7.9.B.6 Parking Lots, provided that each of the following conditions are met:
    - 1) A minimum of three (3) buildings must be clustered around a plaza; and
    - 2) The area of the plaza and associated landscaping/water features/fountains shall be no less than 1800 square feet for every one hundred twenty (120) parking spaces; and

- 3) The clustered buildings may not be physically separated by parking spaces.

The area of the landscaped plaza shall only count toward parking spaces located directly behind the clustered buildings and plaza. The point of orientation for determining what is "behind" the clustered buildings and plaza shall be from the adjacent street with the highest rating on the Thoroughfare Plan. All other parking spaces shall meet requirements established in 7.9.B.6 Parking Lots, for minimizing visual impact of parking spaces.

The landscaping square footage calculation for parking lots greater than one hundred twenty (120) parking spaces shall be pro-rated at fifteen (15) square feet of landscaping per parking space.



#### H. Submittal Requirements

1. When non-residential architectural standards are applicable, submitted site plans shall include the following, in addition to other site plan application requirements:
  - a. Accurate building footprint(s);
  - b. Mechanical screening details;
  - c. Detention pond screening details
  - d. Location and number of bicycle parking facilities;
  - e. Park lot configuration in compliance with 7.9.B.6 Parking Lots, if applicable (120 parking spaces or more);
  - f. Additional landscaping requirements, if applicable (50,000 square feet and greater);
  - g. Location of pedestrian walkways, if applicable (50,000 square feet and greater);
  - h. Traffic Impact Analysis, if applicable (5,000 trips per day or greater);
  - i. Location and details of public plaza and amenities, if applicable (150,000 square feet and greater).

2. When non-residential architectural standards are applicable, submitted building plans shall include the following, in addition to other building permit application requirements:
  - a. Scaled building elevations for each façade, depicting the following:
    - 1) Required architectural relief; and
    - 2) Location of building materials.
  - b. Accurate building footprint(s);
  - c. Sample building materials and color details; and
  - d. Table of vertical square footage and percentage of building materials for each façade.

*Per Ordinance No. 2902 (June 8, 2006)*

### 7.10 Outdoor Lighting Standards

It is recognized that no design can eliminate all ambient light from being reflected or otherwise being visible from any given development; however, the following requirements shall be followed to the fullest extent possible in order to limit nuisances associated with lighting and resulting glare.

All lighting within developments other than single-family residential and duplexes shall meet the requirements of this Section.

#### A. Site Lighting Design Requirements

1. **Fixture (luminaire):** The light source shall not project below an opaque housing. No fixture shall directly project light horizontally.
2. **Light Source (lamp):** Only incandescent, florescent, metal halide, mercury vapor, or color corrected high-pressure sodium may be used. The same type must be used for the same or similar types of lighting on any one site throughout any master-planned development.
3. **Mounting:** Fixtures shall be mounted in such a manner that the projected cone of light does not cross any property line.

#### B. Specific Lighting Requirements

1. Façade and flagpole lighting must be directed only toward the façade or flag and shall not interfere with the night-visibility on nearby thoroughfares or shine directly at any adjacent residential use.
2. All lighting fixtures incorporated into non-enclosed structures (i.e., gas pump canopies, car washes, etc.) shall be fully recessed into the underside of such structures.

### 7.11 Outdoor Storage and Display

#### A. General

Outdoor storage and display is allowed in nonresidential districts in accordance with this Section. Any merchandise, material, or equipment situated outdoors and visible from the public right-of-way or adjacent properties shall be subject to the requirements of this Section. No outdoor storage or display shall be allowed to occur in required parking areas. For the purpose of this Section, outdoor storage, display, and sales shall be broken down into four types, as follows.

#### B. Categories of Outdoor Storage and Display

##### 1. Outdoor Display

Outdoor display is display of items actively for sale. Outdoor display shall be allowed adjacent to a principal building wall and extending to a distance no greater than five feet from the wall. Such storage shall not be permitted to block windows, entrances, or exits, and shall not impair the ability of pedestrians to use the building or sidewalk.



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## MEMORANDUM

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June 6, 2008

TO: Planning and Zoning Commission

FROM: Crissy Hartl, AICP and Jason Schubert, AICP, Staff Planners

SUBJECT: **Review of Non-Residential Architectural Standards Ordinance**

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**Item:** Presentation, possible action, and discussion regarding a review of Section 7.9 Non-Residential Architectural Standards of the Unified Development Ordinance.

At the request of the Planning & Zoning Commission, Staff was asked to review the Non-Residential Architectural Standards ordinance as well as the projects that were built under those requirements. The findings are intended to provide discussion points among Staff and the Commission to determine what changes, if any, should be made to the ordinance.

### **Background**

In 2004, the City Council directed Staff to address architectural issues concerning non-residential developments. As a result, the Non-Residential Architectural Standards were adopted in October 2004. Accordingly, a new section was added to the Unified Development Ordinance that focused on building materials, colors, and architectural features, increased landscaping and parking lot configuration standards for larger scale developments, and traffic impact studies for most non-residential development projects in College Station. Since the ordinance has been in effect, over 120 projects have been reviewed according to the Non-Residential Architectural Standards, and many of those projects have been built. A summary of the ordinance requirements is provided below and a copy of the ordinance is attached. The Planning & Development Services staff will lead a discussion with the Planning & Zoning Commission about the ordinance, which may also include direction for possible amendments.

### **Summary of Section 7.9: Non-Residential Architectural Standards**

**Applicability** - As stated in the UDO, the Non-Residential Architectural Standards (NRA) ordinance applies to the development, redevelopment and façade changes to all non-residential buildings, both individual and within a building plot, located in any zoning district with the exception of the industrial, Northgate, and research & development zoning districts. The ordinance also does not apply to church buildings.

**Building Mass and Design** – For all façades facing a right-of-way, two architectural elements are required every 45 linear feet. Two architectural elements are required every 60 linear feet for all other façades of the building. Architectural elements may include canopies, awnings, overhangs, wall plane projections or recessions, pilasters, columns, recessed entries, stoops, porches, arcades, balconies or boxed or bay windows. Buildings or building plots of at least 50,000 square feet must incorporate façade articulations (wall plan projections or recessions) of a minimum of 4 feet in depth such that no more than 33 percent of a façade facing a public right-of-way is on the same continuous geometric plane.

Additionally, a flat roof on buildings less than three stories shall have varied articulation so that no more than 66% of the roofline is on the same elevation.

**Building Materials** – All building facades that are visible from a public right-of-way shall have at least 10% of the following materials: fired brick, natural stone, marble, granite, tile, any concrete product designed to simulate any of the above materials. Additional standards are also included that regulate the maximum amount of stucco, wood or cedar siding, concrete blocks, reflective glass, stainless steel, chrome and specific metals that can be used on the buildings. Buildings or building plots less than 5,000 square feet do not have the masonry requirement, those of at least 20,000 square feet must incorporate at least 25% masonry products on all facades that face a public right-of-way, while those of at least 150,000 square feet must incorporate at least 50% masonry products.

**Building Colors** – All building façades shall use approved colors from the City’s color palette, though up to 15% of façade may use accent colors, those not found on the color palette. The allowable area for accent colors is limited to 10% for 50,000+ square-foot projects and 5% for 150,000+ square-foot developments.

**Pedestrian & Bike Facilities** – Each building or building plot shall provide a facility capable of storing at least 4 bicycles on the site. A facility capable of storing at least 8 bicycles is required for developments larger than 50,000 square feet.

**Traffic Impact Analysis** – A traffic impact analysis is required for developments that will generate 5,000 trips or more per day. An ordinance is being proposed that will remove TIAs from this Section since they would be required for residential and non-residential developments.

**Parking Lots** – Sites that require more than 120 parking spaces shall design their parking lots according to one of the three parking concepts described in the UDO. The parking concepts are intended to break up parking lot areas and minimize visual impact as well as provide more pedestrian opportunities by providing landscaping strips or larger islands.

**Additional Standards for Larger Developments** – Additional standards for building mass and design, building colors, and landscaping may be required for sites that meet or exceed thresholds set at 20,000, 50,000, and 150,000 square feet.

**Variances** – The Design Review Board has the authority to hear and decide on variances regarding building materials and colors, screening methods, architectural relief elements, and parking lot concepts.

**Attachments:**

1. UDO Section 7.9: Non-Residential Architectural Standards

**August 28, 2008**  
**Workshop Agenda Item No. 4**  
**Single Family Overlay**

**To:** Glenn Brown, City Manager

**From:** Bob Cowell, AICP, Director of Planning & Development Services

**Agenda Caption:** Presentation, possible action and discussion regarding changes to the Single-Family Overlay ownership signature requirements and fees.

**Recommendation(s):** Staff recommends that City Council provide direction on the percentage requirement for the Single-Family Overlay ordinance and on an appropriate fee for a Single-Family Overlay rezoning application.

**Summary:** This item has been brought forward at the request of City Council in order to discuss reducing the percentage of owners required to sign in support of a Single-Family Overlay. Currently, the ordinance requires 60% of property owners in a proposed district to petition in favor of the overlay. During previous discussions regarding the requirement, both the City Council and Planning and Zoning Commission remained divided on whether or not this percentage was too high or too low.

Also, the current fee for a rezoning is \$500. This fee is intended to recoup City expenses related to required legal notifications in the newspaper, mailed notices to every property owner in the proposed overlay and 200-feet surrounding the area, signs to place on the property, as well as staff time to prepare maps, ordinances, review and verification of petition signatures, staff reports, and time spent at public meetings to facilitate the rezoning. The Single-Family Overlay applied to the Summer Glen Neighborhood for 28 lots cost \$200 in hard costs for items such as postage and advertisements. The City maintains as a budget policy the goal of 80 to 100% fee recovery for permits and licenses (see Budget policies)

Currently, the City funds a Gateway Grant program for neighborhoods to use on improvements to entry ways. It may be possible to amend this program into a Neighborhood Grant fund that may be used for rezoning fees, landscaping maintenance, as well as entries and other aesthetic items.

**Budget & Financial Summary:** N/A (unless additional funds are sought for a neighborhood grant program)

**Attachments:**

1. Budget policy

analysis. Where appropriate, the City will use the administrative processes of State or Federal collection agencies in order to reduce administrative costs.

6. **DIVERSIFICATION AND STABILITY.** A diversified revenue system with a stable source of income shall be maintained. This approach will help avoid instabilities in particular revenue sources due to factors such as fluctuations in the economy and variations in the weather. Stability is achieved by a balance between elastic and inelastic revenue sources.

**B. OTHER CONSIDERATIONS.** The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:

1. **COST/BENEFIT OF INCENTIVES FOR ECONOMIC DEVELOPMENT.** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as part of such evaluation.
2. **NON-RECURRING REVENUES.** One-time or non-recurring revenues will not be used to finance ongoing operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
3. **PROPERTY TAX REVENUES.** All real and business personal property located within the City shall be valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the Brazos County Appraisal District. Reappraisal and reassessment shall be done at a minimum of once every three years.

A ninety-six and one half percent (96.5%) collection rate shall serve each year as a minimum goal for tax collections. The City Manager may, for budget and forecasting purposes, use up to the tax rate in effect for the current year's budget. This policy will require that the City Manager justify a tax rate that is different from the current tax rate. The justification will be based on City Council directions, needs arising from voter authorized bonds, or other extraordinary conditions as may arise from time to time.

4. **INVESTMENT INCOME.** Earnings from investment (both interest and capital gains) of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which monies were provided to be invested.

5. **USER-BASED FEES AND SERVICE CHARGES.** For services associated with a user fee or charge, the direct and indirect costs of that service will be offset by a fee where possible. There will be a review of fees and charges no less than once every three years to ensure that fees provide adequate coverage of costs of services. User charges may be classified as "full cost recovery," "partial cost recovery," and "minimal cost recovery," based upon City Council policy.

- a. Full fee support (80-100%) will be obtained from enterprise operations such as utilities, sanitation service, landfill, cemetery and licenses and permits.
- b. Partial fee support (50-80%) will be generated by charges for emergency medical services, miscellaneous licenses and fines, and all adults' sports programs.
- c. Minimum fee support (0-50%) will be obtained from other parks, recreational, cultural, and youth programs and activities.

6. **ENTERPRISE FUND RATES.** The City will review and adopt utility rates as needed to generate revenues required to fully cover operating expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

Additionally, enterprise activity rates will include transfers to and receive credits from other funds as follows:

- a. **General and Administrative (G&A) Charges.** G&A costs will be charged to all funds for services of general overhead, such as administration, finance, customer billing, personnel, technology, engineering, legal counsel, and other costs as appropriate. The charges will be determined through an indirect cost allocation study following accepted practices and procedures.
- b. **Payment for Return on Investment.** The intent of this transfer is to provide a benefit to the citizens for the ownership of the various

**August 28, 2008  
Workshop Agenda Item No. 5  
Streetscape Standards**

**To:** Glenn Brown, City Manager

**From:** Bob Cowell, AICP, Director of Planning & Development Services

**Agenda Caption:** Presentation, possible action and discussion regarding the Streetscape Plan and current streetscape standards and practices in College Station.

**Recommendation(s):** Staff recommends that City Council provide direction on any revisions to the current policies, practices, standards related to streetscapes.

**Summary:** Concerns have been raised by Council regarding current streetscaping efforts on city and state transportation projects. Staff scheduled this workshop item to further discuss this item with Council.

In 1992 the Council received and approved the City of College Station Streetscape Study. This study was designed to give specific direction to landowners, developers, and the city in enhancing development within and along the major public corridors. The study embraced the entire city but paid particular attention to specific target areas including Northgate, Eastgate, The University/SH6 intersection, and portions of Texas Avenue.

The study provided a series of goals and objectives, took inventory of existing natural and man-made conditions, devised an overall streetscape concept, recommended specific actions for the target areas, and identified and implementation plan.

Many of the items contained in the study have been successfully implemented and incorporated into the UDO. As the study aged and as community expectations changed it became evident that the 1992 study may no longer serve the needs of the community. In 2006 the Planning and Zoning Commission and the Parks and Recreation Advisory Board began a series of joint meetings to discuss the plan, its successes, and areas needing revision. At its April 27<sup>th</sup>, 2006 meeting the Council reviewed the results of these meetings and issued a resolution stating the following:

- § The City Council supports the P&Z and Parks and Recreation Advisory Boards efforts
- § The City Council directs the Planning & Development Services Department to take steps to revise development regulations to implement the recommendations
- § The City Council will amend its strategic plan as needed

The recommendations of the Planning and Zoning Commission/Parks and Recreation Advisory Board were as follow:

- § Update the city's streetscape plan
- § Require that all capital improvement projects involving the construction of new or redevelopment of old street and roadways include language that specifies how comprehensive street tree planting (or preservation of existing trees) will be integrated into the project's initial funding, design, construction, and long-term maintenance
- § Provide an annual update regarding the planning and design of all roadways designated as Major Collector or higher to ensure these projects include all required elements including street trees

- § Develop standards that specify the inclusion of street trees along roadways
- § Require the Public Works Department, the Department of Planning & Development Services, and the Parks and Recreation Department work together to ensure that street trees are factored into street design
- § Assign the city's urban forestry division the responsibility to maintain streetscapes and provide it with adequate resources to do this properly

To a limited degree the afore-mentioned has occurred. However a few of the Planning and Zoning Commission/Parks and Recreation Advisory Board recommendations have yet to be implemented and again community preferences seem to be diverging from the 2006 direction.

**Budget & Financial Summary:** Budgetary implications are dependent upon Council direction. Updating of the streetscape plan will likely necessitate funding to secure the services of a consultant. Requiring more streetscaping for city street projects will likely require additional funding for additional right of way, materials, and design. Requiring additional streetscaping to be maintained by the Parks and Recreation Department will likely require additional funding for materials, equipment, and personnel.

**Attachments:**

1. City of College Station Streetscape Study (posted on city web site at [http://www.cstx.gov/docs/streetscape\\_part1.pdf](http://www.cstx.gov/docs/streetscape_part1.pdf) and [http://www.cstx.gov/docs/streetscape\\_part2.pdf](http://www.cstx.gov/docs/streetscape_part2.pdf) and [http://www.cstx.gov/docs/streetscape\\_part3.pdf](http://www.cstx.gov/docs/streetscape_part3.pdf))
2. April 27, 2006 Streetscape Resolution with P&Z and Parks Recommendations

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS, IN SUPPORT OF THE COLLEGE STATION PARKS AND RECREATION ADVISORY BOARD AND THE COLLEGE STATION PLANNING AND ZONING COMMISSION'S DESIRE TO IMPROVE THE CITY'S EFFORTS UNDER THE CITY OF COLLEGE STATION STREETSCAPE PLAN.

WHEREAS, on November 10, 1994, the City Council of the City of College Station, Texas, adopted a Streetscape Plan developed by Newman, Jackson and Bieberstein, Inc.; and

WHEREAS, the Streetscape Plan recommends the planting of trees and other vegetation along public roadways in the City to enhance the community's appearance; and

WHEREAS, on this date, the College Station Parks and Recreation Advisory Board and the College Station Planning and Zoning Commission presented a number of recommendations to improve the City's streetscape along its public roadways to the City Council of the City of College Station, Texas; and

WHEREAS, the City Council of the City of College Station, Texas, desires to improve the streetscapes along the City's public roadways to enhance the community; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS:

PART 1: That the City Council hereby supports the College Station Parks and Recreation Advisory Board and College Station Planning and Zoning Commission's desire to improve the streetscapes along the City's public roadways.

PART 2: That the City Council hereby directs staff of the City's Planning and Development Services Department to amend appropriate standards or ordinances to implement the recommendations of the College Station Parks and Recreation Advisory Board and College Station Planning and Zoning Commission regarding improvements to the City's streetscape.

PART 3: That the City Council hereby will amend the City's Strategic Plan to include an item, or items, to adequately reflect the purpose and intent herein.

PART 4: That this resolution shall take effect immediately from and after its passage.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2006.

ATTEST:

APPROVED:

\_\_\_\_\_  
CONNIE HOOKS, City Secretary

\_\_\_\_\_  
RON SILVIA, Mayor

APPROVED:



\_\_\_\_\_  
City Attorney

## **Recommendations of the College Station Parks and Recreation Advisory Board and Planning and Zoning Commission to the City Council**

College Station's existing Streetscape Plan must be updated in order to reevaluate and reinvigorate it. Of primary concern is the planting of street trees. Roadways developed in public right-of-way by the City of College Station, or with the city's participation, should include trees as a required element along with utilities, drainage, sidewalks, traffic control structures and other elements. The Parks and Recreation Advisory Board and the Planning and Zoning Commission recommend the following steps be taken to renew efforts that will enhance the visual quality and, hence, the economic value of our community.

1. Update the city's streetscape plan. The current plan was adopted in 1992 and must be revised so it reflects an evaluation of existing conditions and updates recommendations pertaining to the quality of College Station's streets and roadways. Such an update is needed to evaluate the status and landscape potential of all existing roadways and to lay out a plan for street planting and landscaping along roadways projected for construction in the next five to ten years.
2. Require that all Capital Improvement Projects that involve the construction of new, or redevelopment of old, streets and roadways include language that specifies how comprehensive street tree planting (or preservation of existing trees) will be integrated into the project's initial funding, design, construction and long term maintenance.
3. Provide an annual update regarding the planning and design of all roadways designated as a Major Collector or higher to ensure these projects include all required elements including street trees and other streetscape elements integral to the project.
4. Develop standards that specify the inclusion of street trees along roadways in much the same way that current standards specify the inclusion of sidewalks. Design standards should allow flexibility to complement situations presented by different types of roadways and their adjacent landscapes. The "inclusion" of street trees as a required design element may require new plantings, but should also embrace the preservation of existing trees in a right-of-way whenever possible.
5. Require that the Public Works Department, the Department of Planning and Development Services and the Parks and Recreation Department work together from the first stages of roadway design when right-of-way acquisitions are being considered to ensure that street trees are factored into street design at the same time as utilities, drainage, traffic control structures and other required elements.
6. Assign the city's urban forestry division the responsibility to maintain streetscapes, and provide it with adequate resources to do this properly.

**August 28, 2008  
Workshop Agenda Item No. 6  
Signature Event**

**To:** Glenn Brown, City Manager

**From:** David Gwin, Director of Economic and Community Development

**Agenda Caption:** Presentation and discussion regarding the production of a signature event in the City of College Station.

**Recommendation(s):** Staff requests that the City Council receive a briefing on the City's plans for producing and hosting a signature event and to provide general input on the direction of this effort.

**Summary:** Staff has been working to develop and refine a Request for Proposals (RFP) to recruit firms able and experienced in producing events similar to the signature event envisioned for College Station.

A signature event has no definitive form or components. There are signature events that focus on music, sports, food, nature, art, interests, and themes. A successful signature event becomes synonymous with the hosting city and will be repeated over time.

The RFP that staff is developing will seek creative proposals from firms on the form of College Station's signature event. The RFP is specific only in what staff believes are indicators of success so as to allow the most creativity from the firm while ensuring that the Event is in line with the spirit and uniqueness of College Station.

Staff believes that bringing a signature event to College Station is an important step in reaching several of the Council's Strategic Goals. A signature event would enhance tourism, develop College Station as destination place to work and live, as well as diversifying the local economy. Staff believes that the signature event will not only be a regional draw but will improve year-round tourism for College Station. It will also diversify City revenue sources.

Staff has included in the presentation a timeline for the Council's review. This timeline should allow sufficient time for reviewing the RFP responses and should allow staff to secure the date of the signature event by early 2009.

**Budget & Financial Summary:** The City of College Station will be a financial partner in producing and hosting the signature event. While there are costs associated with the event, the City will be in a position to accrue revenue as well. The financial details are currently unknown as an event has not yet been selected. When staff has specific financial information, we will return to Council with those details.

**Attachments:** None

**August 28, 2008**  
**Workshop Agenda Item No. 7**  
**Council Direction to Committees**

**To:** Glenn Brown, City Manager

**From:** City Manager's Office

**Agenda Caption:** Presentation, possible action, and discussion regarding an update from representatives on committees that Council members are appointed to as well as providing direction to those committees.

**Recommendation(s):** N/A

**Summary:** This item was discussed at the Council's strategic planning retreat in July and requested by Council at its August 18 meeting.

This item provides an opportunity for Council members serving as representatives on committees such as but not limited to the Council Transportation Committee, Wolf Pen Creek Oversight Committee and Intergovernmental Committee to provide an update of issues currently discussed by their respective committees. This item is also meant to give the full Council a chance to discuss the committees' objectives and provide direction in order to ensure the committees are operating with the vision of the City Council in mind.

**Budget & Financial Summary:** N/A

**Attachments:** N/A