

DOUBLE OAK

Town of Double Oak
Town Council – Public Meeting

Double Oak Town Hall
320 Waketon Road, Double Oak
TX 75077

Monday, October 19, 2020
7:00 p.m.

In response to the coronavirus pandemic, effective March 16, 2020, Texas Governor Abbott suspended certain Open Meeting rules to allow meetings of government bodies that are accessible to the public to decrease large groups of people from assembling. The suspension temporarily removes the requirement that government officials and members of the public be physically present at a meeting location. The town's online public meetings can be viewed online during the meeting.

There will be limited seating in the Mayor Bill Wilkinson Community-Government Room to allow for social distancing. Meeting participants may be asked to wait in the lobby until their name is called.

- **Facebook Live** on the [facebook.com/doubleoaktx/](https://www.facebook.com/doubleoaktx/) (*Anonymous viewing*)
- **Email Town Secretary Eileen Kennedy** (eileen.kennedy@doubleoak.texas.gov)
 - Residents can participate by emailing their questions/comments for the meeting.
 - Emails must be received by 5:00 p.m. the day of the meeting.

Please state whether your emailed comment is regarding a specific agenda item or a non-agenda item. Your comment will be read into the record during the meeting. (must be within the 3-minute time limit)

- I. Opening:
- Call to Order
 - Roll Call
 - Invocation
 - Pledge of Allegiance – American Flag
 - Pledge of Allegiance – Texas Flag

“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

- II. Citizens comments
- III. Consent Agenda - All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

1. Consideration on minutes from the October 5, 2020 meeting.
2. Consideration on quote from Stalker Radar Applied Concepts, Inc. for the purchase of Lidar-XLR-C for traffic control in the amount of \$2,105.50.

IV. Mayor, Council Members and Staff reports:

3. Mayor and Council
4. Public Works - Code Enforcement – Animal Control
5. Administration
6. Public Safety
7. Roads and Drainage Committee

V. New business agenda (consideration and action):

8. Conduct a public hearing on a request from Grayson Ceballos to replat 6000 Pepperport Lane, Tract 5 of the North Shiloh Addition and 5801 Pepperport Court, Block A Lot 7 of the Estates of Pepperport Addition.
 - a. Open public hearing
 - b. Close public hearing
9. Discussion, consideration, and action on a request from Grayson Ceballos to replat 6000 Pepperport Lane, Tract 5 of the North Shiloh Addition and 5801 Pepperport Court, Block A Lot 7 of the Estates of Pepperport Addition.

Presentation: Assistant Town Secretary Lynn Jones

10. Discussion, consideration and action on a request from Jacqueline Howard, 5807 Pepperport Lane to allow an exception under the Sign Regulations, Article 3.1300 of the Code of Ordinances for a 12 ft by 6 ft sign on her property with the farm name and address.

Presentation: Assistant Town Secretary Lynn Jones

11. Discussion, consideration, and action on a request from the Tropical Smoothie Cafe to allow an exception under the Sign Regulations, Article 3.1300 of the Code of Ordinances for three directional signs

Presentation: Assistant Town Secretary Lynn Jones

12. Discussion, consideration, and action on a request from the Tropical Smoothie Cafe to allow an exception under the Sign Regulations, Article 3.1300 of the Code of Ordinances for one additional wall mounted sign

Presentation: Assistant Town Secretary Lynn Jones
13. Discussion on town hall – town property door and hardware replacements.

Presentation: Mayor Pro-Tem Joe Dent
14. Citizens comments
15. Council – staff announcements and comments:
16. Adjournment

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney, or on any other item covered under the code, on any agenda item listed herein.

The Town of Double Oak reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

I certify that the above notice of meeting was posted by Friday, October 16, 2020 by 4:00 p.m. on:

- 1) Bulletin boards located in the Town Hall Parking Lot at 320 Waketon Road, Double Oak, Texas
- 2) On the Town's website (<https://doubleoak.texas.gov>)



Town Secretary

PUBLIC PARTICIPATION If you wish to address the Council, please sign the “CITIZENS WHO WISH TO SPEAK TO THE TOWN COUNCIL” sheet before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Council during the Citizen Comments portion of the meeting or when the item is considered by the Town Council.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Town Secretary's office at 972.539.9464, fax 972.539.9613 or email to eileen.kennedy@doubleoak.texas.gov for additional information.

/

UNAPPROVED-NOT FOR
PUBLICATION

STATE OF TEXAS
COUNTY OF DENTON
TOWN OF DOUBLE OAK

The Double Oak Town Council met in regular session at 7:00 p.m. October 5, 2020 at the Double Oak Town Hall, located at 320 Waketon Road with the following members present to-wit:

Mike Donnelly	Mayor
Joe Dent	Mayor Pro-Tem
Billie Garrett	Deputy Mayor Pro-Tem
Anita Nelson	Council Member
Scott Whisenhunt	Council Member
Von Beougher	Council Member

Also, in attendance were Town Secretary Eileen Kennedy, Assistant Town Secretary Lynn Jones, and Municipal Clerk Brian Shults.

The Mayor called the meeting to order at 7:01 p.m.

Council Member Dent gave the invocation and Council Member Garrett lead the Pledge of Allegiance to the American and Texas flags.

Mayor Donnelly recognized Regess Krueger for his twenty-six years of service on the Town of Double Oak Planning and Zoning Commission. The Mayor presented Mr. Krueger with the town tree plaque and street sign.

II. CITIZENS COMMENTS

None

III. Consent Agenda - All consent agenda items listed are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

1. Consideration on minutes from the September 21, 2020 meeting.

Motion Nelson, second Beougher to approve the Consent Agenda as presented.

AYE: Garrett, Dent, Nelson, Beougher, Whisenhunt
NAY: None
ABSTAIN: None

Motion carried

IV. Mayor, Council Members and Staff reports:

2. Mayor and Council

Mayor Donnelly announced the Town of Double Oak BSA Troop 280 is offering a flag service to all residents as an annual fundraiser. *

3. Public Works - Code Enforcement – Animal Control

None

4. Administration

None

5. Public Safety

Police Chief Derrick Watson gave the quarterly report for the CARES Act expenditures. *

6. Roads and Drainage Committee

None

V. New business agenda (consideration and action):

7. Discussion, consideration, and action on accepting the 2020 certified appraisal tax roll.

Motion Beougher, second Nelson to accept the 2020 certified appraisal tax roll.

AYE: Beougher Garrett, Dent, Whisenhunt, Nelson

NAY: None

ABSTAIN: None

Motion carried

8. Citizens comments

None

* copies are attached and made a part of these minutes

9. Council – staff announcements and comments:
 - Congratulations to Cody Leinweber on his 6-year anniversary with the Double Oak Police Department
 - Congratulations to Rosie Riojas on her 1-year anniversary with the Double Oak Police Department

10. Adjournment

With no further business to come before the Council, motion Beougher, Dent second, the meeting was adjourned at 7:21 p.m.

Eileen Kennedy, Town Secretary

Mike Donnelly, Mayor



DOUBLE OAK FLAG SERVICE

With permission from the Town of Double Oak, BSA Troop 280 is offering a flag service to all residents of Double Oak as annual fundraiser.

Troop 280 will place a US flag (3ft x 5ft on a pole) in your yard for the following six flag holidays beginning in February 2021:



- * PRESIDENTS' DAY
- * MEMORIAL DAY
- * FLAG DAY
- * INDEPENDENCE DAY
- * LABOR DAY
- * VETERANS DAY

Flags will be installed the day before and removed the day after each of the six listed holidays. A flag will be placed near the road approximately even with your front door.

To sign up or to find out more information please visit

www.doubleoakflags.com

You may also contact our Scoutmaster, Jerry Simmons, at (214)507-1151 or email our Committee Chair, Amy Lyons, at DOflagsservice@gmail.com.

EARLY BIRD BONUS: All new subscribers who sign up on or before November 1st of this year will have a flag placed in their yard for VETERANS DAY 2020!



Boy Scout Troop 280 Flower Mound

Municipality Expenditure Categories
(Quarterly Reporting of Incurred Eligible Costs)

March 1 - June 30, 2020

DATA NEEDED: Under the CARES Act Reporting Guidelines, your municipality is categorized as a "Sub-Recipient"

and must provide the following information as it concerns the use of your Municipal Funds:

- a. Total amount of Municipal Funds spent through June 30 and
- b. Breakdown of such funds into the below categories

Municipal Funds received	\$167,805
 <u>Expenditure Categories:</u>	
Administrative Expenses	0
Budgeted Personnel and Services to Substantially Different Use	0
COVID-19 Testing and Contact Tracing	0
Economic Support (other than Small Business, Housing, and Food Assistance)	0
Expenses Associated with the Issuance of Tax Anticipation Notes	0
Facilitating Distance Learning	0
Food Programs	0
Housing Support	0
Improve Telework Capabilities of Public Employees	4861.37
Medical Expenses	0
Nursing Home Assistance	0
Payroll for Public Health and Safety Employees	38,917.22
Personal Protective Equipment	2,314.25
Public Health Expenses	0
Small Business Assistance	0
Unemployment Benefits	0
Worker's Compensation	0
Other	848.19
 Municipal Funds Spent from March 1, 2020 and June 30, 2020	 46941.03
Municipal Funds Not Yet Spent	\$ 120,863.97



applied concepts, inc.

855 E. Collins Blvd
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner: Chris Frett
972-801-4866
chrisf@a-concepts.com

QUOTE
2043646

Page 1 of 1

Date: 10/08/20

Reg Sales Mgr: Dave Lowry
972-801-4850
davel@stalkerradar.com

Effective From : 10/08/2020

Valid Through: 01/06/2021

Lead Time: 21 working days

Bill To: Double Oak Police Dept 320 Waketon Rd Double Oak, TX 75077-3020	Customer ID: 106112 Accounts Payable	Ship To: Double Oak Police Dept 320 Waketon Rd Princeton, TX 75077	<i>FedEx Ground</i> Captain Ruben Rivas
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	808-5025-00	LIDAR-XLR-C - LI-Ion Handles, Charging Stand, Stor	24	\$2,088.00	\$2,088.00
Ln	Qty	Part Number	Description		Price	Ext Price
1	1	200-1304-00*	Stalker Lidar XLR			\$0.00
2	2	200-0944-02	Lithium-Ion Battery Handle, SII, Lidar X-Series			\$0.00
3	1	200-0839-00	Desktop Charger for LI-ION Battery Handle			\$0.00
4	1	035-0211-00	Soft Storage Bag			\$0.00
5	1	011-0002-00	Lidar Certificate of Accuracy			\$0.00
6	1	011-0171-00	Lidar X-Series Quick Start Guide			\$0.00
7	1	035-0364-00	Shipping Container, Lidar XLR/XS/LR			\$0.00
8	1	060-1000-24	24-Month Warranty			\$0.00
Group Total						\$2,088.00

Product	\$2,088.00	Sub-Total:	\$2,088.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$17.50
		Total: USD	\$2,105.50

The price quoted is the HGAC EF04-19 state contract price.

001

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.

MONTHLY REPORT OCTOBER 2020

- 09/01/20: Patrol from 11:45 until 13:45.
Private trap service 365 Thornhill Circle. Relocated.
- 09/04/20: Patrol from 12:40 until 14:40.
Stray dog initiated Kings Road @ Lake Trail Drive. Owner located.
- 09/05/20: Found dog reported at 310 Oak Trail Drive. Owner located.
- 09/07/20: Patrol from 15:00 until 17:00. No activity.
- 09/08/20: Patrol from 10:30 until 12:30. No activity.
- 09/09/20: Patrol from 13:30 until 15:30. No activity.
- 09/11/20: Private trap service 285 Oak Trail. Impounded.
Nuisance wildlife reported 350 Whispering Oaks. UTL.
- 09/15/20: Patrol from 14:00 until 16:00. No activity.
- 09/16/20: Patrol from 15:30 until 17:30. No activity.
- 09/18/20: Patrol from 08:15 until 10:15.
Nuisance wildlife reported at 320 Simmons Road. Relocated.
- 09/21/20: Patrol from 10:00 until 12:00.
Private trap service at 230 Oak Trail Drive. Impounded.
- 09/22/20: Patrol from 09:40 until 11:40.
Dead wildlife initiated 200 block Simmons Road. Removed.
- 09/24/20: Patrol from 09:00 until 11:00. No activity.
- 09/28/20: Patrol from 13:00 until 15:00. No activity.
- 09/29/20: Patrol from 14:00 until 16:00.
Private trap service at 110 Meadowknoll Drive. Impounded.

SUMMARY

Total calls received: 9 By Double Oak residents: 7 Initiated by NTACA: 2
 Animals impounded: Dogs: 0 Puppies: 0 Cats: 0 Kittens: 0 Other: 3 Deceased: 1
 Verbal Warnings issued: 0 Written Warnings issued: 0 Citations: 0



Double Oak Police Department

320 Waketon Road
Double Oak, Texas 75077
972-355-5995



6

Third Quarter Staff Report

June 1, 2020 thru September 30, 2020

Total Calls Answered ... 3rd Qtr 188 (2nd Qtr. 2020 - 139)

Self-Initiated Activity ... 3rd Qtr 1338 (2nd Qtr. - 784)

Close Patrols / Vacation House Watches ... 3rd Qtr 852 (2nd Qtr. - 541)

Total Arrests Made ... 3rd Qtr 4 (2nd Qtr - 4)

Total Citations Issued ... 3rd Qtr 353 19 (2nd Qtr - 19)

Training

Chief Watson...LEMIT Chief's continuing education...40 hrs.

Dealing with armed suspects...1 hr.

Detective Murphy...Dealing with armed suspects...1 hr.

Officer safety...1 hr.

Officer Wyman...Dealing with armed suspects...1 hr.

Cyberstalking...1hrs.

Officer Sneed...Dealing with armed suspects...1hr.

Officer Tolliver...De-escalation and reasonable use of force...2 hrs.

Traffic Incident Management...2 hrs.

Fundamentals of pursuit driving...2 hrs.

Officer Riojas...1 hr.

Total Training Hours...53 hrs.

Items of Note

The following arrests / warrants / summons over the past 90 days:

Male 61 - Criminal Trespass - Misdemeanor

Male 25 - Criminal Trespass - Misdemeanor

Male 56 - Terroristic Threat of Family member - Misdemeanor

Male 21 - Possession of Drug Paraphernalia - Misdemeanor



Double Oak Police Department

320 Waketon Road
Double Oak, Texas 75077
972-355-5995



Male 23 - Possession of Drug Paraphernalia - Misdemeanor

Male 22 - Traffic Wrnt x 2 and Failure to Appear x 1 - Misdemeanor x3

Male 18 - Possession of Drug Paraphernalia - Misdemeanor

Female 20 - Probation Violation Possession Marijuana Denton County - Misdemeanor
Probation Violation Possession Marijuana Cooke County - Misdemeanor

Male 17 - Possession of Drug Paraphernalia - Misdemeanor

Total Charges – 12 Total Arrests – 9



**TOWN COUNCIL MEETING
AGENDA ITEM #
October 19, 2020**

****** This item will need to have a public hearing******

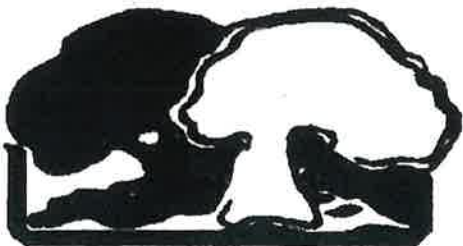
AGENDA ITEM: Discussion, consideration and action on a request from Grayson Ceballos to replat 6000 Pepperport Lane, Tract 5 of the North Shiloh Addition and 5801 Pepperport Court, Block A Lot 7 of the Estates of Pepperport Addition.

STAFF CONTACT: Lynn

DESCRIPTION: Grayson Ceballos acting as the agent for the property owners submitted a replat of 6000 Pepperport Lane and 5801 Pepperport Court.

ATTACHMENTS: Application for replat
Authorized agent affidavit
Map showing replat
Halff engineering approval with revisions of replat
Letters to property owners within 200 feet of replat property
Public hearing notice

RECOMMENDED ACTION: Approval with the revisions provided by Halff Associates.
1. Provide Direction (East or West) on 1/2 rebar found on western property edge
2. In the metes and bounds description, provide the direction (East or West) on the same point.
7 ayes
0 nays



TOWN OF DOUBLE OAK
 320 WAKETON ROAD
 DOUBLE OAK, TEXAS 75077
 (972) 539-9464

DOUBLE OAK

Applicant Information:

Name: Grayson Ceiballos
 Address: 220 Elm Street, Suite 200
Lewisville, TX 75057
 Email: grayson.ceiballos@windboxservices.com

Interest in Property: _____

Telephone Numbers:

Home: _____ Work: 972-370-5871
 Cell: _____ Fax: _____

For office use only

Request Number: _____

Date Prepared: _____

Application For:

- Zoning Change Request
- Zoning Variance Request
- Preliminary Development Plan
- Final Development Plan
- Replat
- Site Plan
- Sign
- Subdivision of Property
- Oil & Gas Drilling Variance
- SUP Renewal

Double Oak Property Address:

6000 Peppercorn

Fee: \$ \$750.00

Property Owner:

Name: Arthur & Susan Seguin
 Address: 6000 Peppercorn

Date Paid: 9/16/2020

Telephone: _____

Fax: _____

Legal Description of Property:

Lot: 7 Block: _____ Subdivision: Estate of Peppercorn
 Acreage: 5.476 Lot Frontage: _____ Lot Depth: _____

Name of Licensed Surveyor or Professional Engineer:

Mark Peoples 6443 972-370-5871
 Name License Number Telephone Number

Description of Request: 1 tract & recorded lot into 2 recorded lots

Current Zoning: _____

Proposed Land Usage: Residential

All engineering fees shall be paid by applicant

Grayson Ceiballos 9-3-2020
 Signature of Applicant Date

Suzanne Jones 9/16/2020
 Received by Date

Tuesday, September 1, 2020
6000 Pepperport Lane
Town of Double Oak, Denton County, Texas
Page 1 of 1



WINDROSE
LAND SURVEYING | PLATTING

Letter of Consent

To Whom It May Concern

We, Arthur Seguin, Susan Seguin, Christian Mann, Rachelle Mann, Antonio Pacheco and Angelina Pacheco, give Grayson CeBallos and Windrose Land Services the authority to submit this plat on my behalf for the property located at or around 6000 Pepperport Lane.

I understand we are platting this property into two separate lots -

With any future questions please contact Grayson CeBallos at Windrose Land Services at 972-370-5871 or graysonceballos@windroseservices.com

Respectively,



Arthur Seguin



Susan Seguin



Christian Mann



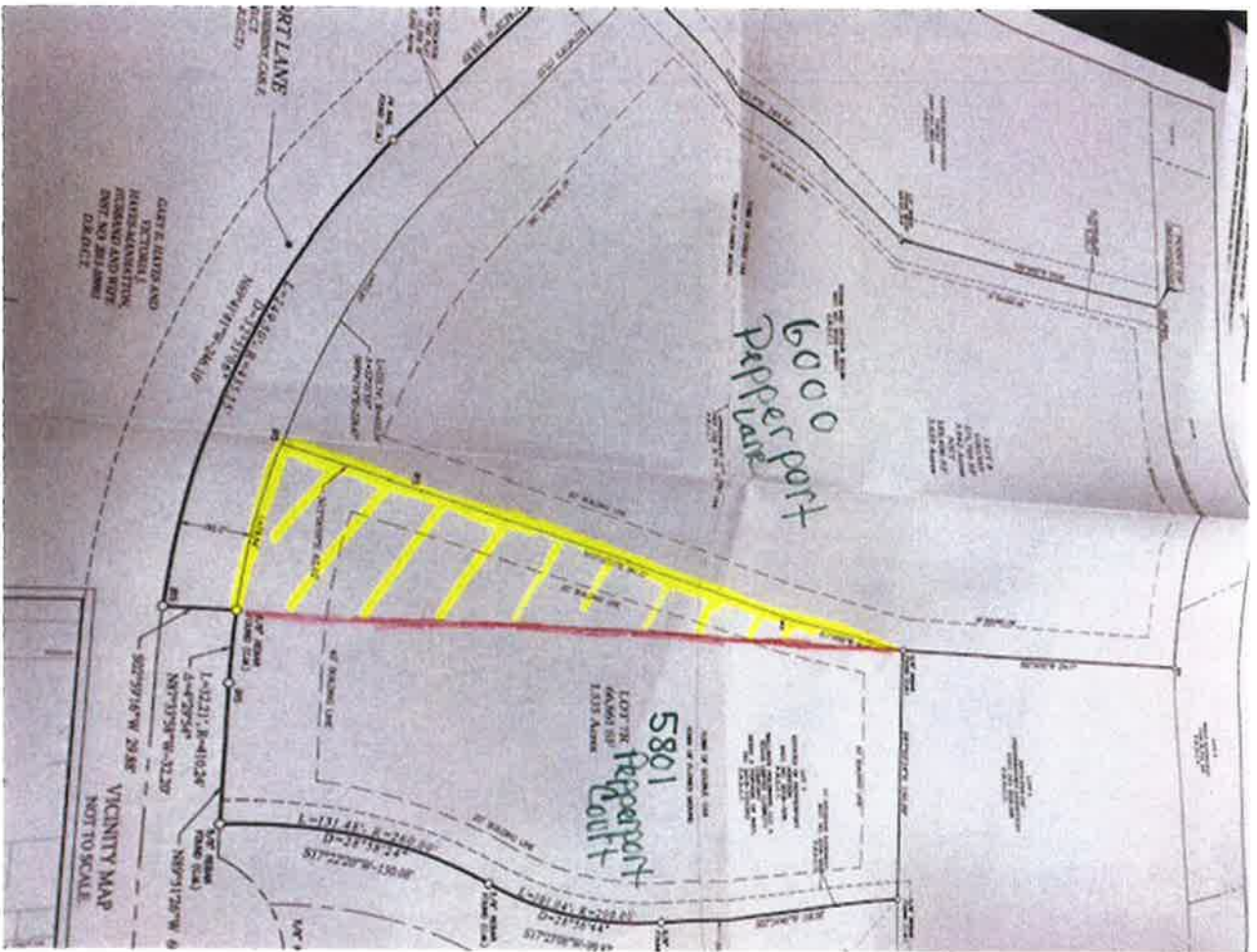
Rachelle Mann



Antonio Pacheco



Angelina Pacheco



6000 Pepperport Lane is selling some of their property to 5801 Pepperport Court. The red line is the current property line between the two properties. The yellow indicates the property that will be added to 5801 Pepperport Court in the re-plot.



October 9, 2020
AVO 037946.120 Phase 005

Ms. Eileen Kennedy
Town of Double Oak
320 Waketon Road
Double Oak, TX 75077

**RE: Pepperport Lane Preliminary Replat of Lot 7
4th Review**

Dear Ms. Kennedy:

We have reviewed the updated submittal from Windrose and recommend approval of the Replat with the following revisions:

1. Provide Direction (East or West) on 1/2" Rebar found on western property edge.
2. In the metes and bounds description, provide the direction (East or West) on the same point.

We have included a mark-up showing the needed modifications.

Please let me know if you have any questions.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "SDT", is written over a light blue horizontal line.

Steven D. Templer, PE
Senior Project Manager

C: Lynn Jones – Assistant Town Secretary
Attachments: red-line containing mark-up

HALFF ASSOCIATES, INC.

4000 FOSSIL CREEK BOULEVARD
FORT WORTH, TX 76137-2720

TEL (817) 847-1422
FAX (817) 232-9784

WWW.HALFF.COM



TOWN OF DOUBLE OAK

320 Waketon Road
Double Oak, Texas 75077
972.539.9464

September 21, 2020

SUBJECT: Planning and Zoning Commission and Town Council Public Hearing

The Planning and Zoning Commission of the Town of Double Oak, Texas, will hold a public hearing at 7:00 o'clock, P.M., on Tuesday the 13th day of October, 2020, upon a request from Grayson Ceballos to replat 6000 Pepperport Lane, Tract 5 of the North Shiloh Addition and 5801 Pepperport Court, Block A Lot 7 of the Estates of Pepperport Addition.

The Town Council of the Town of Double Oak, Texas, will hold a public hearing at 7:00 P.M., on Monday the 19th day of October, 2020 to consider and act on the request and recommendation from the Planning and Zoning Commission.

Both public hearings will be held at Town Hall at 320 Waketon Road, Double Oak, Texas.

Should you have any questions, please call (972) 539-9464.

All interested parties are encouraged to attend.

Lynn Jones
Assistant Town Secretary
Court Administrator

Mark Howard
5807 Pepperport Lane
Flower Mound, TX 75022

Kevin & Christine Kuster
6100 Pepperport Lane
Flower Mound, TX 75022

Gary & Shelley Mertz
6019 Plantation Lane
Flower Mound, TX 75022

Todd & Sylvia Dingman
6015 Plantation Lane
Flower Mound, TX 75022

Richard & Joy Lange
5001 El Paso Drive
El Paso, TX 79905

Erik Tauren
5900 Pepperport Ct
Double Oak, TX 75077

The Manns
6001 Pine Valley Drive
Flower Mound, TX 75022

Victoria & Gary Hayes
5907 Pepperport Lane
Flower Mound, TX 75022

Phillip & Debbie Pellegrino
6001 Pepperport Lane
Flower Mound, TX 75022

Arthur & Susan Seguin
6000 Pepperport Lane
Flower Mound, TX 75022

Drew Walling
5804 Pepperport Court
Flower Mound, TX 75022

DENTON RECORD-CHRONICLE
P.O. BOX 369
DENTON TX 76202
(940) 566-6800

ORDER CONFIRMATION (CONTINUED)

Salesperson: Legals Denton

Printed at 09/17/20 11:40 by plaga-dm

Acct #: 18211

Ad #: 30066

Status: New WHOLD WHOI

**NOTICE OF PUBLIC
HEARING**

The Planning and Zoning Commission of the Town of Double Oak, Texas, will hold a public hearing at 7:00 P.M., on Tuesday the 13th day of October, 2020, upon a request from Grayson Ceballos to replat 6000 Pepperport Lane, Tract 5, of the North Shiloh Addition and 5801 Pepperport Court Block A Lot 7 of the Estates of Pepperport Addition.

The Town Council of the Town of Double Oak, Texas, will hold a public hearing at 7:00 P.M., on Monday the 19th day of October, 2020 to consider and act on the request and recommendation from the Planning and Zoning Commission.

Both public hearings will be held at the Double Oak Town Hall at 320 Waketon Road, Double Oak, Texas. All interested persons are invited to attend and participate.

Lynn Jones
Assistant Town Secretary

drc 09/22/2020



**TOWN COUNCIL
OCTOBER 19, 2020
AGENDA ITEM #**

AGENDA ITEM: Discussion, consideration and action on a request from Jacqueline Howard, 5807 Pepperport Lane to allow an exception under the Sign Regulations, Article 3.1300 of the Code of Ordinances for a 12 ft by 6 ft sign on her property with the farm name and address.

STAFF CONTACT: Lynn

DESCRIPTION: Ms. Howard would like to put a sign on her property that is not found in the Sign Regulations. Under Section 3.1302 Classification of Signs (D) General Standards (iv) Exceptions, there may be an exception approved by the Town Council.

ATTACHMENTS: Application for sign permit
Picture and drawing of sign
Location of sign
Sign Regulations
E-mail about sign from Mr. Berman



TOWN OF DOUBLE OAK
 320 Waketon Road
 Double Oak, Texas 75077
 P: 972-539-9464 F: 972-539-9613
 permits@doubleoak.texas.gov

Building Permit Application
 Sign

PERMIT #

DATE: / /

Location & Description of Work

5807 PEPPERPORT LN DOUBLE OAK TX 75022
 (Location of Work)

N/A (Subdivision Name) N/A (Lot #) N/A (Block #)

REPLACE WOODEN SIGN WITH STONE CLAD MONUMENT SIGN
 (Description of Work)

JACQUELINE HOWARD (Homeowner's Name) 214-493-0755 (Homeowner's Phone) jacqui.howard@hotmail.com (Email)

Sign Company Information

HOME OWNER - JACQUELINE HOWARD
 (Company Name)

5807 PEPPERPORT LN (Address) DOUBLE OAK (City) 75022 (Zip Code)

(Contact Name) 214-493-0755 (Phone) (Fax)

(Email) (License #)

Electrical Contractor Information

NO ELECTRICAL - SOLAR LIGHT
 (Company Name)

(Address) (City) (Zip Code)

(Contact Name) (Phone) (Fax)

(Email) (License #)

Project Information

Number of signs: ONE Type of work: New Sign Repair Existing Other: (Explain below)

Type of Sign: Temporary Attached Permanently Freestanding Permanently Other: (Explain below)

Will the sign be illuminated? Yes No Size of sign: 12' x 6' Dimensions: 8' x 3'

Description of work: REPLACE OLD WOOD SIGN WITH STONE CLAD MONUMENT TYPE SIGN, SIGN HAS FARM NAME AND ADDRESS AND WILL BE ILLUMINATED WITH SOLAR LIGHT - SEE ATTACHED DRAWING.

Application Checklist (please check the boxes to indicate items submitted with the application)

- 1) Application completed and signed.
- 2) Fee varies per sign (will be calculated prior to permit being issued)
- 3) Diagram of sign (with dimensions)
- 4) Site plan location of sign with setbacks

<https://www.doubleoak.texas.gov>



TOWN OF DOUBLE OAK
320 Waketon Road
Double Oak, Texas 75077
P: 972-539-9464 F: 972-539-9613
permits@doubleoak.texas.gov

**Building Permit Application
Sign**

PERMIT #

DATE: / /

The applicant/contractor agrees to execute the work in conformance with the plans attached to this application, and agrees to abide by the Building Codes and Ordinances of the Town of Double Oak. These plans (substantially) meet the minimum code requirements of the Town of Double Oak. The applicant is responsible for any and all engineering bills and legal fees if required for the project. Legal fees and engineering fees incurred by the Town in the review and processing of this permit application are pass-through costs that shall be reimbursed by the applicant and is a condition of final approval. Oversight and errors in plans DO NOT relieve the contractor or builder of the responsibility of complying with codes and laws in effect at time of issuance.



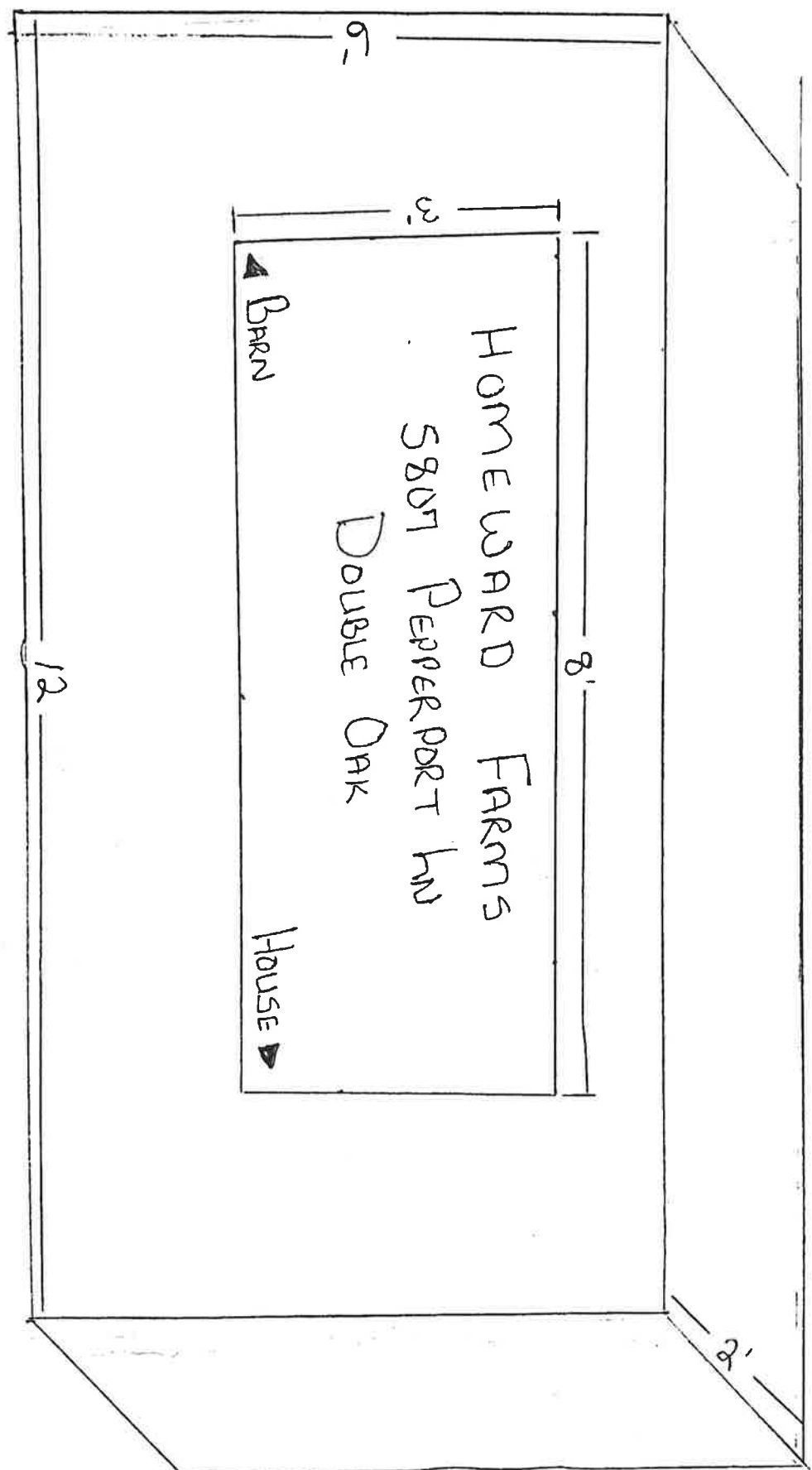
APPLICANT SIGNATURE

DATE

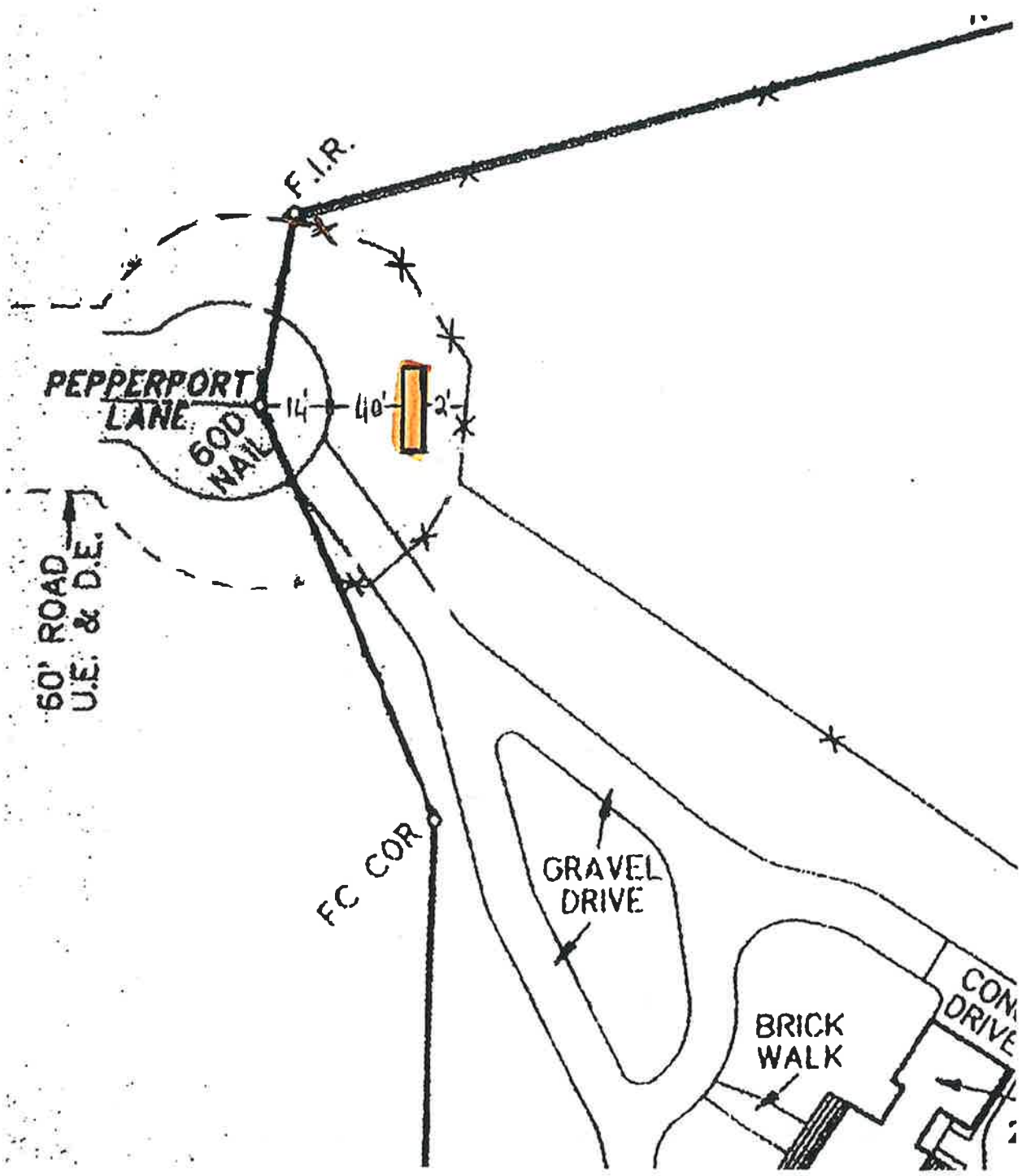
APPROVED BY BUILDING INSPECTOR

DATE APPROVED

TO BE CLAD IN NATURAL STONE MATERIAL

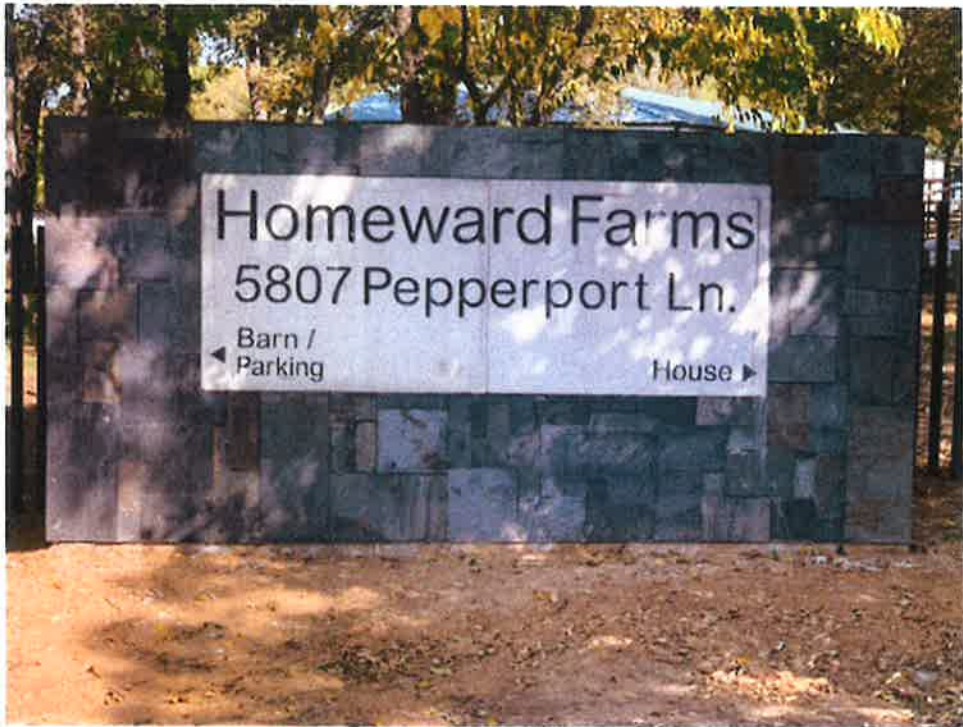


Scale 1:3/4









ARTICLE 3.1300 SIGN REGULATIONS *

Sec. 3.1301 Definition of a Sign

For the purpose of this article, a “sign” shall mean a lettered and/or a combination of lettering, pictures and symbology applied to a rigid surface/fixture, for public display and for the purpose of communicating by reading a message and/or identity of a particular property, location, person, firm, activity or event.

Sec. 3.1302 Classification of Signs

(a) All signs will be classified as temporary or permanent, and further categorized as follows:

(1) Temporary.

(A) Class I - Private use.

(B) Class II - Off-premises public and private use.

(Ordinance 42 adopted 8/20/98)

(C) Class III - New construction, subdivision development and retail. (Ordinance 07-03, sec. 1, adopted 6/18/07)

(2) Permanent.

(A) Class I - Municipal official use.

(B) Class II - Subdivision identification.

(C) Class III – Commercial.

(D) Class IV - Private advisory.

(b) Permitted purposes for each category is as follows:

(1) Temporary Class I. Intended primarily for the direct benefit and use of private citizens for noncommercial purposes. Such signs may only be posted upon the premises of the location of the property or event. Permitted uses are:

(A) The sale, lease or rental of privately owned real property.

(B) Garage, yard or estate sales.

(C) The sale of a motor vehicle, boat, lawn tractor or trailer or similar private property.

(D) The identification of a privately owned residence for family reunions, birthdays, weddings and similar private social events.

(E) A building contractor’s sign while engaged in work for the property owner, for repair, renovation or remodeling, and for which a building permit is required.

(F) Political signs promoting a particular candidate or party.

(2) Temporary Class II. For off-premises display, and for specific short term noncommercial private and public events such as:

(Ordinance 42 adopted 8/20/98)

(A) Directional signs and/or “arrows” which guide motorists to the site of a for sale “open house,” a garage, yard or estate sale, private social event, and similar activity, and which supports the activities authorized under temporary Class I signs. Temporary Class II signage includes signs posted by private organizations such as clubs, teams, and municipal departments whose membership is made up of town residents. The purpose of such signs is to direct and/or invite the citizenry-at-large to participate in or attend a specific shortterm public event. Examples include: DOVFD aluminum pickup, DOWC benefit breakfast or similar events, and the mayor’s “Pot Hole Day.” (Ordinance 07-03, sec. 2, adopted 6/18/07)

(3) Temporary Class III.

(A) Applicable to subdivision developers, new construction, building contractors, representative real

estate agents, lending institutions and other persons, firms or activity associated directly or indirectly with a new development or construction, and where a sign is displayed upon such sites identifying such persons or firms, and where the purpose of such signage is to sell the property.

(B) For the owners and/or their agents of undeveloped land with an area of one or more acres, when a sign is displayed upon the property which announces that the property is for sale, lease or rent.

(Ordinance 42 adopted 8/20/98)

(C) Banner Signs. A permit for a temporary banner sign for commercial advertisements is required and will be valid for a maximum of 14 days. Temporary banner sign permits may be issued a maximum of 12 times per year with at least a 14-day gap between permits for the same business or location. Allowed temporary banner sign materials are either cloth or canvas, may have a maximum square footage of 40 feet, and shall be professionally constructed and designed. Signs must be firmly attached to the building in such a way so as to prevent the sign from moving freely in the wind or detaching under adverse weather conditions. Banners shall not be attached to trees or utility poles. A permit application containing the language as stated on the banner, general design, location and date to be erected and removed shall be required. A permit fee is required. (Ordinance 07-03, sec. 3, adopted 6/18/07)

(4) Permanent - Municipal Class I. For official municipal use to aid in identification and to promote public safety. Such uses are:

(A) Town boundary/location identification.

(B) Town building/facility identity and location.

(C) Street identification.

(D) Motor vehicle traffic control.

(E) And such other signage as the town council may direct to promote the public safety, welfare and convenience.

(5) Permanent - Subdivision Class II. For the identification of fully developed and/or established developing residential subdivisions within the corporate limits of the town.

(Ordinance 42 adopted 8/20/98)

(6) Permanent - Commercial Class III. Outdoor signs of all types are to be regulated to protect property values, create a more attractive economic and business climate, enhance and protect the physical appearance of the town and preserve the scenic and natural beauty of the town. It is further intended to reduce visual clutter, distractions, and obstructions that may contribute to traffic accidents, to reduce hazards that may be caused by signs overhanging or projecting over public rights-of-way, and to provide more open space.

Government signs (signs erected and/or maintained by the state or federal government or an instrumentality or political subdivision thereof) are exempt. For the purposes of this article, "sign" does not include signs erected and maintained pursuant to and in discharge of any governmental function or required by law, ordinance, or governmental regulation. All other signs and outdoor advertising are hereby regulated.

No commercial Class III sign shall be erected, placed, or located except in accordance with the following standards:

(A) Zoning Districts. Commercial signs are allowed only in the following zoning districts:

(i) Business (B).

(ii) Office (O).

(iii) Retail (R).

(iv) Planned Development (PD).

(v) Specific Use Permit (SUP) (nonresidential areas only).

(B) Sign Permits. No sign shall be constructed, erected, remodeled, relocated, or expanded until a sign permit for such sign has been issued by the town. No sign permit shall be issued unless the sign complies with the provisions of this article. Fees for commercial signs are contained in the town's fee schedule and may be updated from time to time as deemed necessary or appropriate by the town.

(C) Structural Types of Signs.

(i) Awning, Canopy and Marquee Signs. A sign that is mounted, printed, or painted on, or attached to, an awning, canopy or marquee that is otherwise permitted by this article. No such sign shall project above, below, or beyond the physical dimensions of the awning, canopy or marquee.

(ii) Monument or Ground Signs. A sign permanently erected on or supported by the ground independent of the principal building or structure on the property. The height of the sign, including the base, shall be measured from ground level (average grade). A monument sign shall be solid from the ground up; pole(s) or support(s) shall be concealed. A monument sign within a business development or retail area must be of a uniform appearance in nature and be complementary to the exterior composition of the buildings or structures within the property, area or development. All monument signs must conform to the following regulations:

1. Construction. Monument signs shall be constructed of 100% masonry material or a combination of masonry and translucent materials. Monument signs shall not have moveable lettering.

2. Illumination. One hundred percent masonry signs may be illuminated by external, shielded florescent lights located at ground level. Signs constructed of masonry perimeters and translucent central sections may be internally illuminated. Monument signs may be illuminated up to 24 hours per day. No other lighting other than that provided by this section will be allowed for monument signs.

3. Maximum Size (Including Foundation and Edging). One monument sign per building (excluding accessory buildings) will be allowed with a maximum height of 5 feet and maximum length of 8 feet with a maximum interior sign size of 3 feet high by 6 feet wide.

4. Setback. Monument signs shall be at least 10 feet from the property line.

(iii) Pole Signs. A sign mounted on a freestanding pole or tree. Pole signs are not allowed.

(iv) Roof Signs. A sign fastened to or resting on the roof of a structure. Roof signs are not allowed.

(v) Sandwich Board Signs. A fold-out freestanding, portable sign, which is hinged at the top and placed on the ground or pavement so as to be self supporting, located at the exterior of a building. Sandwich board signs are not allowed.

(vi) Building Wall-Mounted Signs. A sign fastened to or painted on a wall of a building or structure such that the wall becomes merely the supporting structure or forms the background surface. Building wall-mounted signs shall not project more than 12 inches from the wall of such building. One wall-mounted building sign per business may be permitted. For a condominium-style office building, if constructed with an entrance or entrances into a common lobby for all businesses, one building-mounted sign may be permitted. If the condominium-style office building is constructed with individual external entrances with each business having a separate entrance and exit to the exterior of the building, then one individual building wall-mounted sign per business may be permitted, limited to a maximum size of 5 square feet. All building wall-mounted signs shall conform to the following regulations:

(Ordinance 07-03, sec. 4, adopted 6/18/07)

1. Illumination. Building signs may be internally or externally lit. No flashing, intermittent, or moving lights will be permitted. (Ordinance 19-08 adopted 10/7/19)

2. Maximum size. All signs shall be limited to two-thirds (2/3's) of the width of the building (or leased space) frontage or face. A building wall-mounted sign can be no more than 3 feet in height at any point. Building wall-mounted signs shall be limited to a maximum of 40 square feet of building signage as measured by the area of the smallest rectangle that encloses the sign. (Canopies, awnings, or marquees will be included in the maximum 40 square feet allowed.) The building wall-mounted sign may not protrude above the roofline or parapet at any point along the building exterior or project more than 12 inches from the building.

(vii) Portable Commercial Billboards or On-Site Business Signs. Any sign which is supported by the ground but not attached to the ground or a permanent structure, which is used primarily to advertise to the general public for commercial purposes, is not allowed.

(viii) Window Signs. All window signage shall be limited to no more than 10% of the aggregate size of the window excluding informational (e.g., hours of operation) and/or enforcement (e.g., no weapons allowed) signs. Window signs may be lit during posted business hours or 10:00 p.m., whichever is later.

(D) General Standards.

(i) Obsolete and Abandoned Signs, and Signs in Disrepair. All signs, including all awnings, canopies, and marquees, that are considered to be obsolete or to be abandoned, including but not limited to signs identifying or advertising businesses, services, or products no longer available at the location where the sign is erected, shall be removed within 30 days of notice by the town, at the owner's or occupant's expense or at the expense of the individual or company to whom the last sign permit was issued. Signs that are in disrepair or that have not been maintained so as to be unsafe or in disrepair shall be immediately repaired or removed. If such sign is not repaired or removed after notice thereof has been issued by the town, the town may, at the owner's or occupant's expense, cause the removal of the sign.

(ii) Miscellaneous Construction. No permanent sign or part thereof shall contain or consist of banners, strings of lights, pennants, ribbons, streamers, spinners or other similar moving objects. Inflated or floating objects or temporary portable signs of a commercial or advertising nature are likewise prohibited. Commercial signs of a temporary nature shall be allowed only as permitted by Temporary Class III sign regulations.

(iii) Illuminated Signs. Any illuminated sign or lighting device shall be of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating, moving, or scrolling lights. In no event shall an illuminated sign or lighting device be directed on or illuminate a public street, highway, sidewalk, or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or nuisance as determined by the building official. All sign lighting shall be screened from residential structures and premises.

(iv) Exceptions. Exceptions from the requirements of this article may be approved by the town council after a specific finding that the exception is reasonable and necessary under special circumstances for which the exception is requested and that such exception will not violate the intent of this article. The town council may stipulate conditions it deems necessary to protect the public health, safety and welfare.

Minor deviations from the original permitted sign may be approved by the design review committee.

(v) Holiday Lights and Decoration. Temporary lights and holiday decorations shall be exempt from the provisions of this article provided that they are installed no sooner than mid-November and removed no later than January 5th of the next calendar year.

(Ordinance 07-03, sec. 4, adopted 6/18/07)

(7) Permanent Private Class IV. For private residential use and or public advisory/warning purposes only, such as signs indicating "Beware of Dog," "No Trespassing," "Protected by ABC Security," etc. No time limit nor permit required.

Sec. 3.1303 Sign Sizes; Time Limitations

(a) Temporary - Class I Private.

(1) No permit or fee required.

(2) Maximum sign size is six (6) square feet in area and 60" in height.

(3) One sign for each authorized purpose is permitted for a maximum of two signs at any one time.

(4) Sign display time limits are as follows:

<u>Purpose</u>	<u>Maximum Time</u>
Sale of real property	Until property is sold
Garage sale	2 days
Private social	2 days

Private property sale days	Until property is sold or 30 [days]
Political	Until day after election day
Private contractor (Renovation & repair)	Until work is completed or maximum of 30 days thereafter

- (5) No temporary Class I private signage may be tacked to municipal sign posts or upon utility poles.
- (6) Under penalty of fine, all off-premises directional signage under this category must be removed within 24 hours after the event.
- (b) Temporary Class II - Off-Premises Public and Private Events.
- (1) No permit or fee required.
- (2) Maximum sign size is six (6) square feet in area and 60" in height.
- (3) Maximum of six directional (arrow) signs permitted for private events, not to exceed two days of display.
- (4) Public event signs may be posted at all public roadway entrances/exits to the town for a maximum of seven (7) days prior to the event.
- (5) All signs in this category must be removed within 24 hours after the specific event.
- (c) Temporary Class III - Subdivision Development and New Construction.
- (1) Permits and fees are required (see Section 3.1304).
- (2) The time limit for this category of sign is one (1) year, renewable upon payment of an additional annual fee.
- (3) Only one sign per new residential building site is permitted, and shall not exceed six (6) square feet in area nor be greater than 60" in height.
- (4) Subdivision development signs are permitted which do not exceed thirty-two (32) square feet in area and ten (10) ft. in height. A maximum of one sign per public roadway entrance to the subdivision is permitted.
- (5) Signs for the sale of undeveloped land located near private residences are restricted in size to six (6) square feet of area, and not higher than 60".
- (d) Permanent Class I – Municipal. Exempt from permits and fliers. Sign sizes and time limitations are in compliance with state and county laws.
- (e) Permanent Class II - Established Subdivision.
- (1) One-time permit and fee. See Section 3.1304.
- (2) Indefinite time limit.
- (3) Maximum twenty (20) square feet of sign area (each sign) not to exceed 72" in height.
- (4) One sign permitted per each direct physical entrance/exit to subdivision.
- (Ordinance 42 adopted 8/20/98)
- (f) Permanent Class III - Commercial. Same as permanent Class II. (Ordinance 07-03, sec. 5, adopted 6/18/07)
- (g) Permanent Class IV - Private Advisory.
- (1) Maximum 4 square feet of each sign area.
- (2) No permit.
- (3) No time limit.

- (a) A sign permit is required for the following classifications of sign:
- (1) Temporary Class III - New subdivision and/or construction.
 - (2) Permanent Class II - Established subdivision.
 - (3) Permanent Class III - Commercial.
- (b) Requests for sign permits will be submitted to the town secretary in the form of a drawing of the proposed sign showing its dimensions, wording, color scheme, design and its exact proposed location on the new construction site or subdivision development. (Except for Class III - Commercial)
- (c) Upon approval and payment of a sign fee at the rate as set forth in the fee schedule in the appendix of this code, a permit will be issued for each sign.
- (d) Sign permits for temporary Class III signs are valid for 1 year from the date of issue. Renewal for an additional year is permitted upon payment of the annual fee. Further renewals of temporary Class III signs will require town council approval.
- (e) Permits for permanent Class II (Subdivision) and Class III (Commercial) signs are issued for an indefinite period. Payment of a one-time fee as set forth in the fee schedule in the appendix of this code for each sign is required.
- (Ordinance 42 adopted 8/20/98)
- (f) Owners of Class II and Class III signs must certify in writing, at the time of permit issuance, that such signs will be maintained in a clean, neat, [and] attractive manner. (Ordinance 07-03, sec. 6, adopted 6/18/07)
- (g) Permits issued and fees paid for signs posted prior to the effective date of this article are exempt from the provisions of this section. (Ordinance 42 adopted 8/20/98)

Sec. 3.1305 Specific Requirements and Prohibitions

- (a) All signs erected and maintained within the town limits and extraterritorial jurisdiction of the town may only relate to a current activity or persons who occupy or own the property at the sign location. Unless specifically allowed in this article, off-premises signs are prohibited. (Ordinance 07-03, sec. 7, adopted 6/18/07)
- (b) When temporary Class II (off-premises) signs are posted in accordance with the provisions of this article and such signs are erected upon private property, the permission of the property owner must be obtained. (Ordinance 42 adopted 8/20/98)
- (c) All signs within the town limits or extraterritorial jurisdiction of the town will be freestanding upon their own structure. Exceptions are certain permanent commercial Class III signs. (Ordinance 07-03, sec. 7, adopted 6/18/07)
- (d) No sign shall be erected that will interfere with the visibility of a motorist, nor may it obstruct the view of any traffic sign.
- (e) All signs must be posted at least eight (8) feet from the edge of a public roadway.
(Ordinance 42 adopted 8/20/98)
- (f) No animated, illuminated, or flexible banner-type signs will be permitted within the town limits or extraterritorial jurisdiction of the town, unless specifically allowed in this article.
- (g) No commercial signage of any type may be erected or maintained in a residential zoned district or area predominantly used for single-family residential purposes.
(Ordinance 07-03, sec. 7, adopted 6/18/07)
- (h) The owner of any sign displayed in accordance with the provisions of this article, shall maintain such sign in a clean, legible, [and] attractive condition.
- (i) No person shall place, erect or maintain a sign without first having obtained a permit as required by this article. No person shall place, erect or maintain a sign that does not comply with any of the terms or provisions of this article. In the event that any person fails to remove such sign or take appropriate corrective measures to comply with this article within ten (10) days after receipt of notice of such

violation, the offending sign may be removed by the town.

(Ordinance 42 adopted 8/20/98)

(j) The provisions of this article shall be applicable within the limits of the town and within the town's extraterritorial jurisdiction. To the extent that any specific regulation relates, applies to, or references a zoning category, a sign erected or maintained within the town's extraterritorial jurisdiction shall be subject to the same regulations applicable to the most similar zoning category use to which the property on which the sign is erected is put. (Ordinance 07-03, sec. 8, adopted 6/18/07)

Sec. 3.1306 Penalty

Any person in violation of any provision of this article relating to the placement or maintenance of signs shall be guilty of a misdemeanor and subject to a penalty of fine in accordance with the general penalty provision set forth in Section 1.109 of this code, and each day or part thereof that such violation continues shall be a separate offense. (Ordinance 42 adopted 8/20/98)

Lynn Jones

From: David Berman <Dberman@njdhs.com>
Sent: Monday, October 5, 2020 2:16 PM
To: Lynn Jones; Eileen Kennedy; Mike Donnelly; Von Beougher
Subject: RE: Another sign question

Technically, it is not allowed. From our code, sec. 3.1305:

(g) No commercial signage of any type may be erected or maintained in a residential zoned district or area predominantly used for single-family residential purposes.

Agricultural use is an allowed use and although our zoning regulations designate AG-zoning as predominantly residential, the regulations clearly allow limited ranching operations, but do not specifically allow commercial signage. Plus, AG-1 is supposed to be a temporary zoning designation. Because it is not allowed, they would need council approval by way of an exception. It's not a board of adjustment question because our sign regulations are not contained in our zoning code.

David M. Berman
Nichols | Jackson, LLP
Direct: 214-665-3369
Email: dberman@njdhs.com

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From: Lynn Jones <lynn.jones@doubleoak.texas.gov>
Sent: Thursday, October 01, 2020 3:15 PM
To: David Berman <Dberman@njdhs.com>; Eileen Kennedy <eileen.kennedy@doubleoak.texas.gov>; Mike Donnelly <mike.donnelly@doubleoak.texas.gov>; Von Beougher <von.beougher@doubleoak.texas.gov>
Subject: Another sign question

Mr. Berman, a resident applied for a sign permit for her property zoned AG1, she lives on the property and has a large barn. Attached are details of the sign that she has already put up but is now requesting a permit for.

I do not see a category or anything in the sign ordinance that allows the sign. Would she go to the Town Council under Exceptions?

Thank you,

Lynn Jones
Assistant Town Secretary
Court Administrator CCC II
320 Waketon Road Double Oak, TX 75077
Phone: 972-539-9464
Fax: 972-539-9613



**TOWN COUNCIL MEETING
AGENDA ITEM #
October 19, 2020**

AGENDA ITEM: Discussion, consideration and action on a request from the Tropical Smoothie Café, located at 8401 FM 407 Suite 100 to allow an exception under the Sign Regulations, Article 3.1300 of the Code of Ordinances for three directional signs for their business.

STAFF CONTACT: Lynn

DESCRIPTION: Directional Signs are not in the Sign Regulations but there may be an exception if approved by the Town Council.

ATTACHMENTS: Application for sign
Examples of the directional signs
Locations of where the signs would be placed



TOWN OF DOUBLE OAK
 320 Waketon Road
 Double Oak, Texas 75077
 P: 972-539-9464 F: 972-539-9613
 permits@doubleoak.texas.gov

Building Permit Application
 Sign

PERMIT #

DATE: / /

Location & Description of Work

8401 Justin Rd. - Tropical Smoothie Cafe
(Location of Work)

(Subdivision Name)

(Lot #)

(Block #)

(Description of Work)

RJS Marine/Great Lakes Dev. (972) 820-8900 x 110
(Homeowner's Name) (Homeowner's Phone)

(Email)

Sign Company Information

Mister Sign Man
(Company Name)

896 N. Mill St. #208
(Address)

Lewisville
(City)

75057
(Zip Code)

Josh Tips
(Contact Name)

(940) 735-0951
(Phone)

Ø
(Fax)

sales@mistersignman.com
(Email)

18182
(License #)

Electrical Contractor Information

Mister Sign Man
(Company Name)

896 N. Mill St. #208
(Address)

Lewisville
(City)

75057
(Zip Code)

Josh Tips
(Contact Name)

(940) 735-0951
(Phone)

Ø
(Fax)

sales@mistersignman.com
(Email)

18182
(License #)

master # 83865

Project Information

Number of signs:

Type of work: New Sign Repair Existing Other: (Explain below)

Type of Sign: Temporary Attached Permanently Freestanding Permanently Other (Explain below)

Will the sign be illuminated? Yes No

Size of sign: 9.6 sq Ft FACES Dimensions: 2'6" L x 1'3" H installed at 3'10" above grade

Description of work: Installation of 3 LED illuminated directional signs "TROPICAL SMOOTHIE CAFE / DRIVE THRU" with arrows indicating location of drive thru lane. Note: connecting to existing electrical provided by GC.

Application Checklist (please check the boxes to indicate items submitted with the application)

- 1) Application completed and signed.
- 2) Fee varies per sign (will be calculated prior to permit being issued)
- 3) Diagram of sign (with dimensions)
- 4) Site plan location of sign with setbacks

Directional Signs (Qty 3)

4 of 4

<https://www.doubleoak.texas.gov>

Permit Applications



TOWN OF DOUBLE OAK
320 Waketon Road
Double Oak, Texas 75077
P: 972-539-9464 F: 972-539-9613
permits@doubleoak.texas.gov

Building Permit Application
Sign

PERMIT #

DATE: / /

The applicant/contractor agrees to execute the work in conformance with the plans attached to this application, and agrees to abide by the Building Codes and Ordinances of the Town of Double Oak. These plans (substantially) meet the minimum code requirements of the Town of Double Oak. The applicant is responsible for any and all engineering bills and legal fees if required for the project. Legal fees and engineering fees incurred by the Town in the review and processing of this permit application are pass-through costs that shall be reimbursed by the applicant and is a condition of final approval. Oversights and errors in plans DO NOT relieve the contractor or builder of the responsibility of complying with codes and laws in effect at time of issuance.



 APPLICANT SIGNATURE

9/30/20

 DATE

 APPROVED BY BUILDING INSPECTOR

 DATE APPROVED

ARTICLE 3.1300 SIGN REGULATIONS*

(iv) **Exceptions.** Exceptions from the requirements of this article may be approved by the town council after a specific finding that the exception is reasonable and necessary under special circumstances for which the exception is requested and that such exception will not violate the intent of this article. The town council may stipulate conditions it deems necessary to protect the public health, safety and welfare.



PHOTO ELEVATION DEPICTION INTENDED FOR GENERAL CONCEPT ILLUSTRATION. ACTUAL SIZING, COLORS & PERSPECTIVE WILL VARY FROM IMAGE.

Client Review Status

Not Approved for Construction
 Approved for Construction
 Approved as Noted
 Pending Resolution
 Name: _____ Date: _____

Declaration

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Date / Description

Date	Description
6/17/20	Issue Date
10/13/20	Add photo elev w/ side & front
9/2/20	Add photo renderings, chg color
5/8/20	Chg CL & WS sign
9/27/20	Chg DT sign

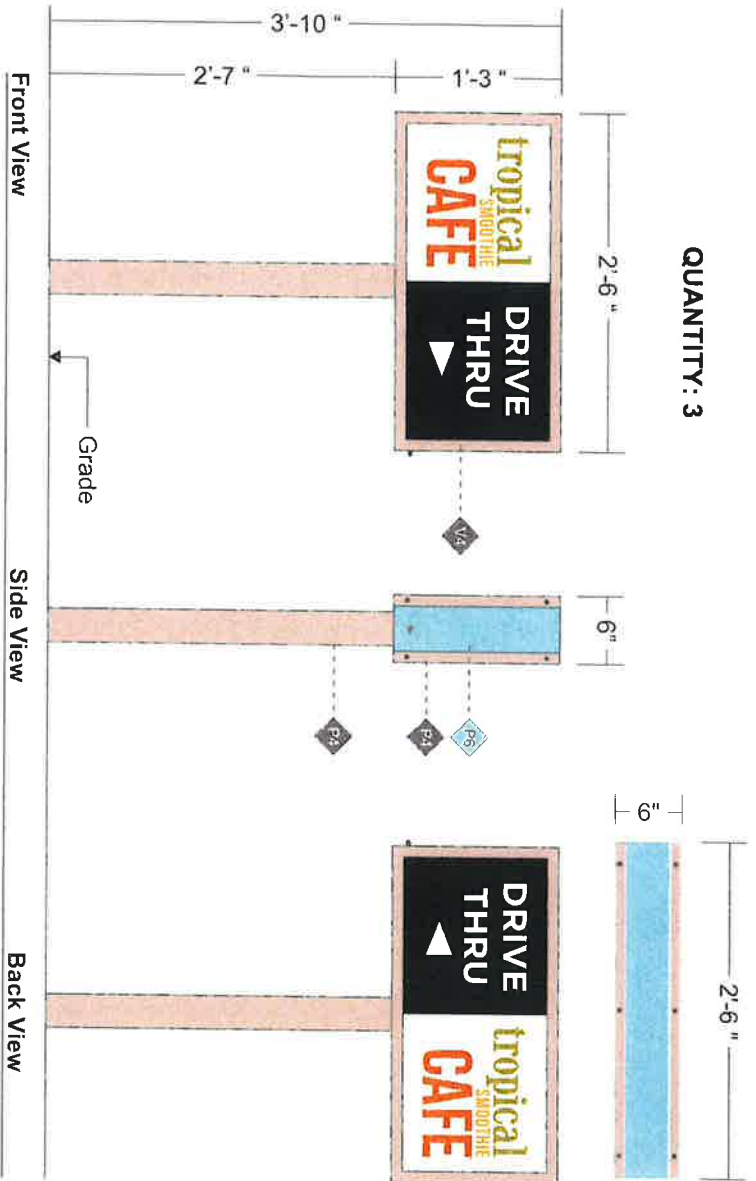
Project Information

Client	Tropical Smoothie Cafe #TX-052
Address	8401 Justin Road Double Oak, TX 75077
File	TSC_014_Double Oak, TX #TX-052_105
Scale	Design: LB Plan: DB



Illuminated Directional

QUANTITY: 3



ILLUSTRATED EXAMPLES



SIDE A

SIDE B



QUANTITY: 1

QUANTITY: 2

COLOR LEGEND	
PMS/PANT	VINYL
PMS 384 C	3M TSC Tropical Green 3630-4987
PMS 130 CP	3M 3630-25 Sunflower
PMS 166 CP	3M TSC Café Orange 3630-3176
SW 6093 FAMILIAR BEIGE	
100% BLACK	
SW 6759	3M 3630-22
	N/A

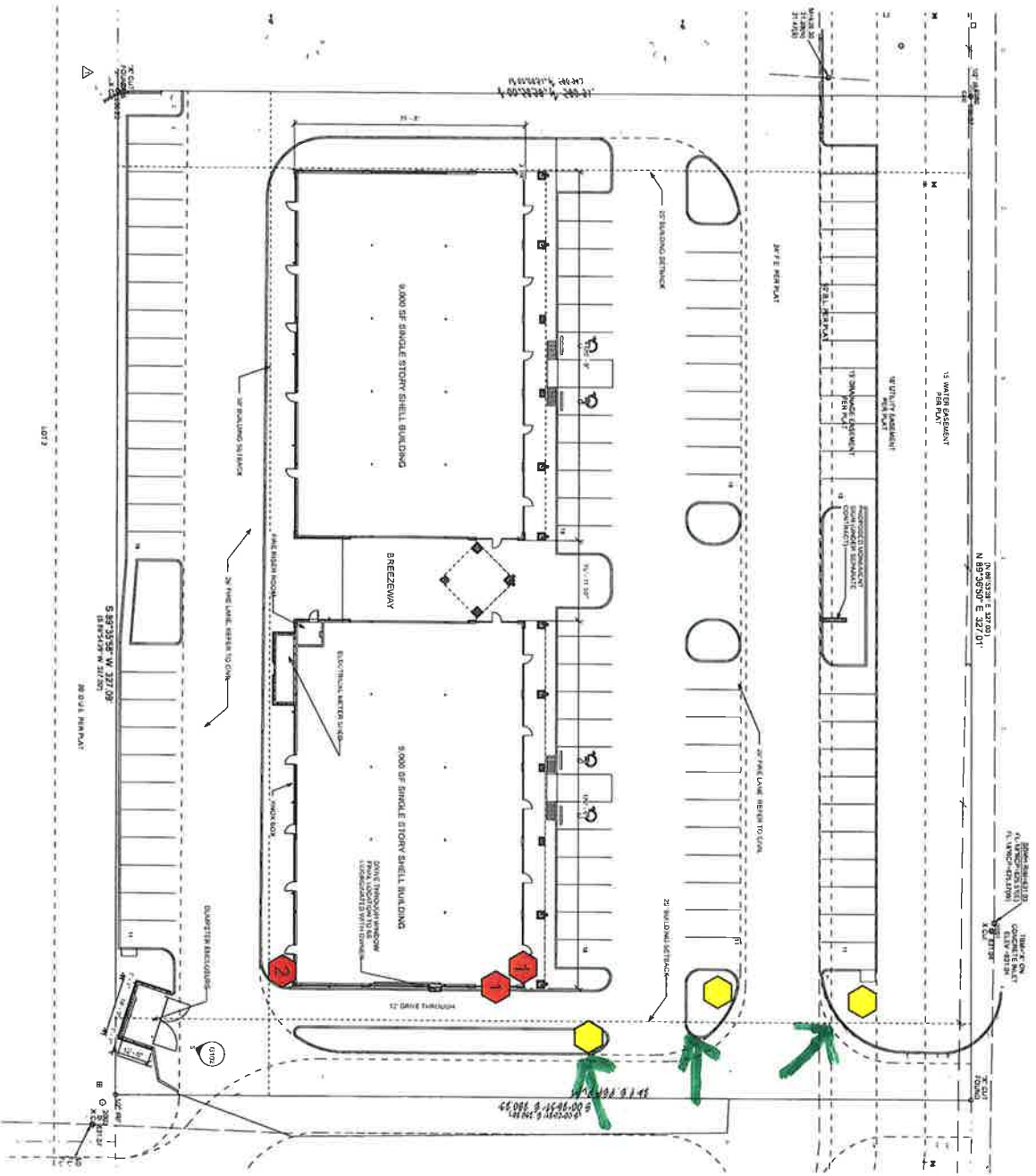
Allen Industries
(800) FILE NUMBER: E212503

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

GROUNDING ELECTRICAL CONNECTIONS

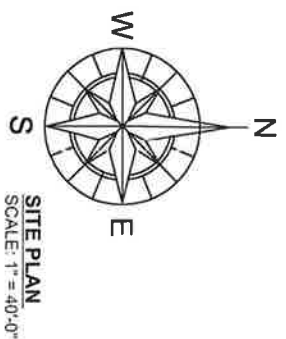
Listed Electric Sign Complies with
UL48
 CSA C22.2 No.207
 MET E3172803
 A11 017510

DIRECTIONAL SIGNS (X3)



SITE PLAN LEGEND

-  WALL SIGN - CHANNEL LETTERS ON RACEWAY
-  DRIVE THRU CANOPY w/ MENU BOARD
-  DIRECTIONAL SIGN





**TOWN COUNCIL MEETING
AGENDA ITEM #
October 19, 2020**

AGENDA ITEM: Discussion, consideration and action on a request from the Tropical Smoothie Café, located at 8401 FM 407 Suite 100 to allow an exception under the Sign Regulations, Article 3.1300 of the Code of Ordinances for one additional wall mounted sign.

STAFF CONTACT: Lynn

DESCRIPTION: Only one wall mounted building sign is allowed per business. The Tropical Smoothie Café would like to add one additional wall mounted sign on the side of their building, there may be an exception if approved by the Town Council.

ATTACHMENTS: Application for sign
Examples of the wall mounted sign
Locations of where the sign would be placed



TOWN OF DOUBLE OAK
 320 Waketon Road
 Double Oak, Texas 75077
 P: 972-539-9464 F: 972-539-9613
 permits@doubleoak.texas.gov

Building Permit Application
 Sign

PERMIT #

DATE: / /

Location & Description of Work

8401 Justin Rd. - Tropical Smoothie Cafe
(Location of Work)

(Subdivision Name)

(Lot #)

(Block #)

(Description of Work)

RJS Marine/Great Lakes Dev. (972) 820-8900 x110
(Homeowner's Name) (Homeowner's Phone)

(Email)

Sign Company Information

Mister Sign Man
(Company Name)

896 N. Mill St. #208
(Address)

Lewisville
(City)

75057
(Zip Code)

Josh Tips
(Contact Name)

(940) 735-0951
(Phone)

Ø
(Fax)

sales@mistersignman.com
(Email)

18182
(License #)

Electrical Contractor Information

Mister Sign Man
(Company Name)

896 N. Mill St. #208
(Address)

Lewisville
(City)

75057
(Zip Code)

Josh Tips
(Contact Name)

(940) 735-0951
(Phone)

Ø
(Fax)

sales@mistersignman.com
(Email)

18182
(License #)

master # 83865

Project Information

Number of signs:

Type of work: New Sign Repair Existing Other: (Explain below)

Type of Sign: Temporary Attached Permanently Freestanding Permanently Other: (Explain below)

Will the sign be illuminated? Yes No Size of sign: 25.94 sq.ft. Dimensions: 2'9" H x 9'8" L

Description of work: Installation of LED illuminated channel letters on Raceway "TROPICAL SMOOTHIE CAFE - DRIVE THRU" on East elevation.

Application Checklist (please check the boxes to indicate items submitted with the application)

- 1) Application completed and signed.
- 2) Fee varies per sign (will be calculated prior to permit being issued)
- 3) Diagram of sign (with dimensions)
- 4) Site plan location of sign with setbacks

Wall Sign EAST Elevation
 2 OF 4
 permit applications

<https://www.doubleoak.texas.gov>



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The applicant/contractor agrees to execute the work in conformance with the plans attached to this application, and agrees to abide by the Building Codes and Ordinances of the Town of Double Oak. These plans (substantially) meet the minimum code requirements of the Town of Double Oak. The applicant is responsible for any and all engineering bills and legal fees if required for the project. Legal fees and engineering fees incurred by the Town in the review and processing of this permit application are pass-through costs that shall be reimbursed by the applicant and is a condition of final approval. Oversight and errors in plans DO NOT relieve the contractor or builder of the responsibility of complying with codes and laws in effect at time of issuance.

APPLICANT SIGNATURE

9/30/20

DATE

APPROVED BY BUILDING INSPECTOR

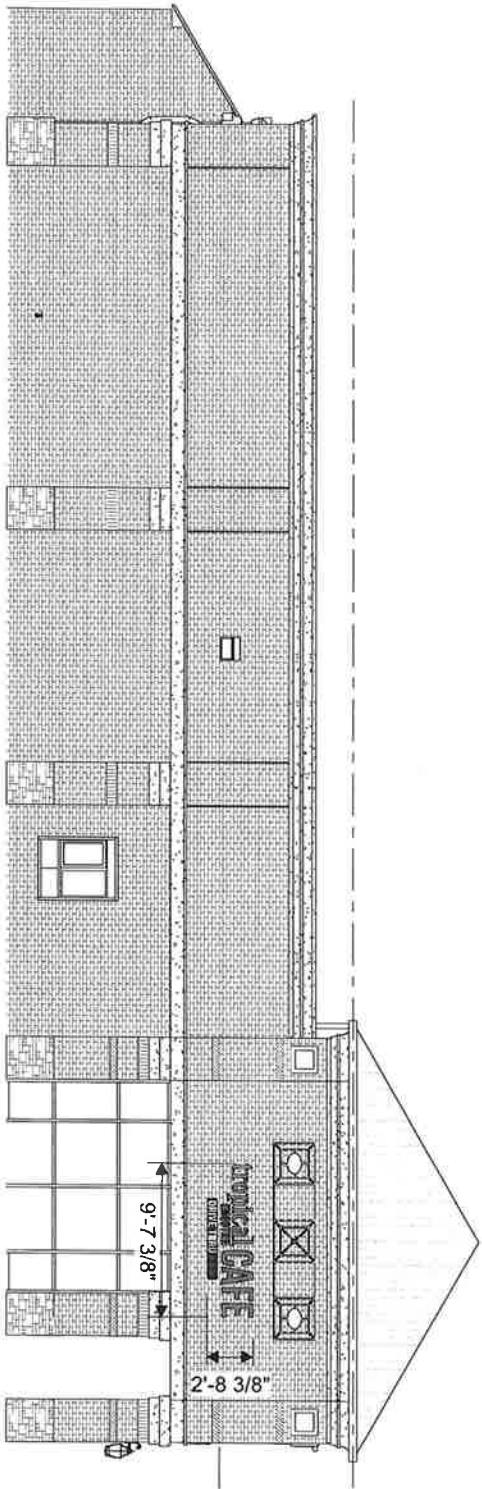
DATE APPROVED

ARTICLE 3.1300 SIGN REGULATIONS*

(vi) **Building Wall-Mounted Signs.** A sign fastened to or painted on a wall of a building or structure such that the wall becomes merely the supporting structure or forms the background surface. Building wall-mounted signs shall not project more than 12 inches from the wall of such building. **One wall-mounted building sign per business may be permitted.** For a condominium-style office building, if constructed with an entrance or entrances into a common lobby for all businesses, one building-mounted sign may be permitted. If the condominium-style office building is constructed with individual external entrances with each business having a separate entrance and exit to the exterior of the building, then one individual building wall-mounted sign per business may be permitted, limited to a maximum size of 5 square feet. All building wall-mounted signs shall conform to the following regulations:

(Ordinance 07-03, sec. 4, adopted 6/18/07)

EAST ELEVATION



LEASE SPACE OVERALL LENGTH 82'8"
HEIGHT TO ROOF LINE 22'10"

Photo Renderings



Page 4 of 7



PHOTO ELEVATION DEPICTION INTENDED FOR GENERAL CONCEPT ILLUSTRATION. ACTUAL SIZING, COLORS & PERSPECTIVE WILL VARY FROM IMAGE.

Client Review Status

Allen Industries, Inc. requires that an Approved* stamp be obtained from the client prior to any production. Approved* stamp is not required.

Approved Approved as Noted Revised & Resubmit
 Name _____ Date _____
 Title _____

Declaration

Copyright © 2020 Allen Industries, Inc. This is an original architectural drawing created by Allen Industries, Inc. The drawing is prepared by and for Allen Industries, Inc. and it will be used to represent the design, construction, or other intended use of the building or structure. The drawing is the property of Allen Industries, Inc. and it will be used to represent the design, construction, or other intended use of the building or structure. The drawing is the property of Allen Industries, Inc. and it will be used to represent the design, construction, or other intended use of the building or structure.

Date / Description

Date	Description
6/17/20	Issue Date
7/13/20	Add photo elev w/ side & front
9/2/20	Add photo renderings, china color
9/27/20	China CL & WS sizes
9/27/20	China DT sign

Project Information

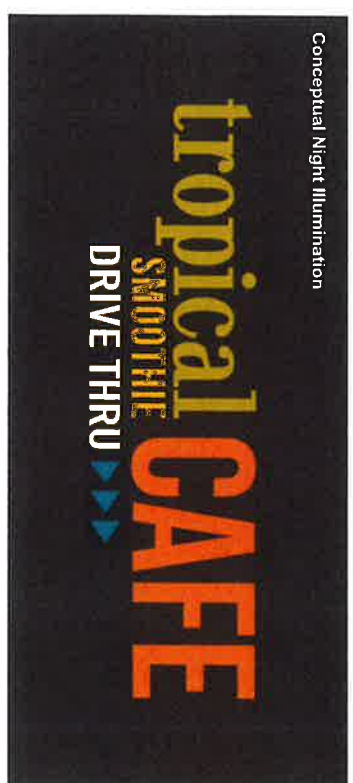
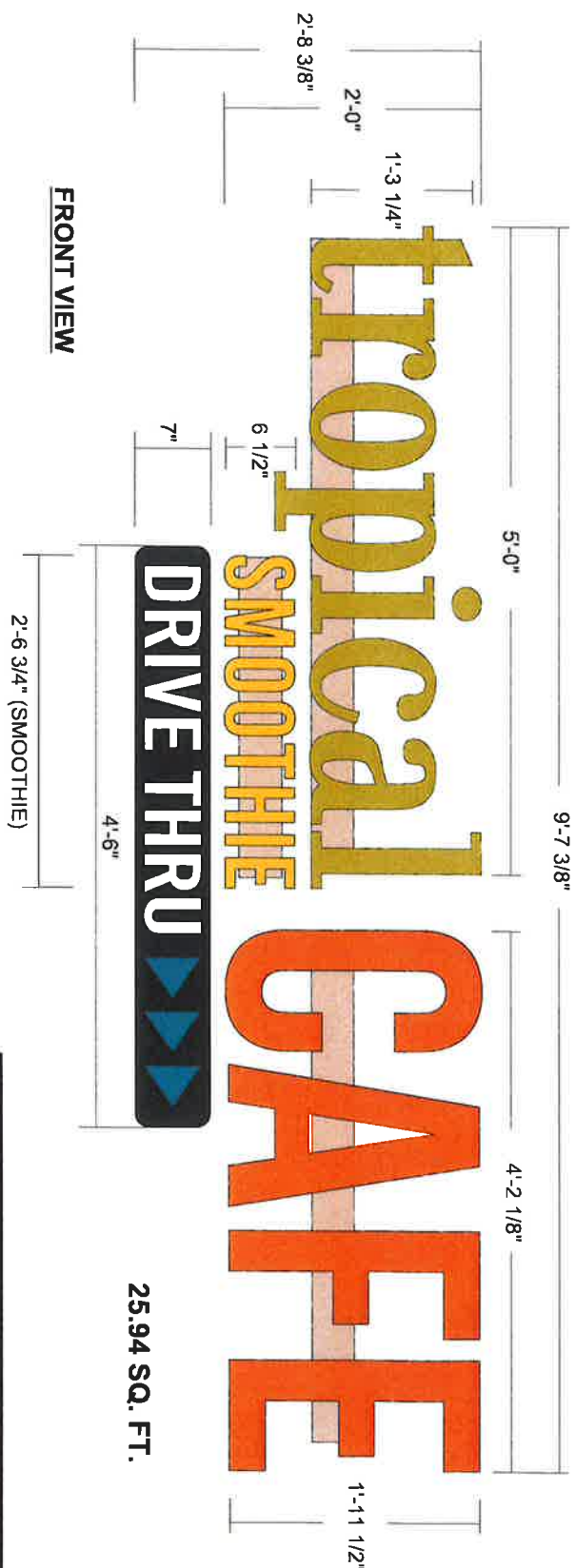
Client: Tropical Smoothie Cafe #TX-052

6401 Justin Road
 Double Oak, TX 75077
 TSC-014 Double Oak, TX #TX-052 705
 S&B - Design: LB P&L: DB



eat better. feel better.





- WALL FASTENERS AS REQUIRED
- TOGGLE BOLT
- WEDGE ANCHOR
- THRU BOLT WITH U-CHANNEL

COLOR LEGEND	
PMS/PAINT	VINYL
PMS 384 C	3M TSC Tropical Green 3630-4987
PMS 130 CP	3M 3630-25 Sunflower
PMS 166 CP	3M TSC Cafe Orange 3630-3176
COOL GRAY 10C	3M 7725-41
100% BLACK	3M 3630-22

Allen Industries
 FILE NUMBER E212503

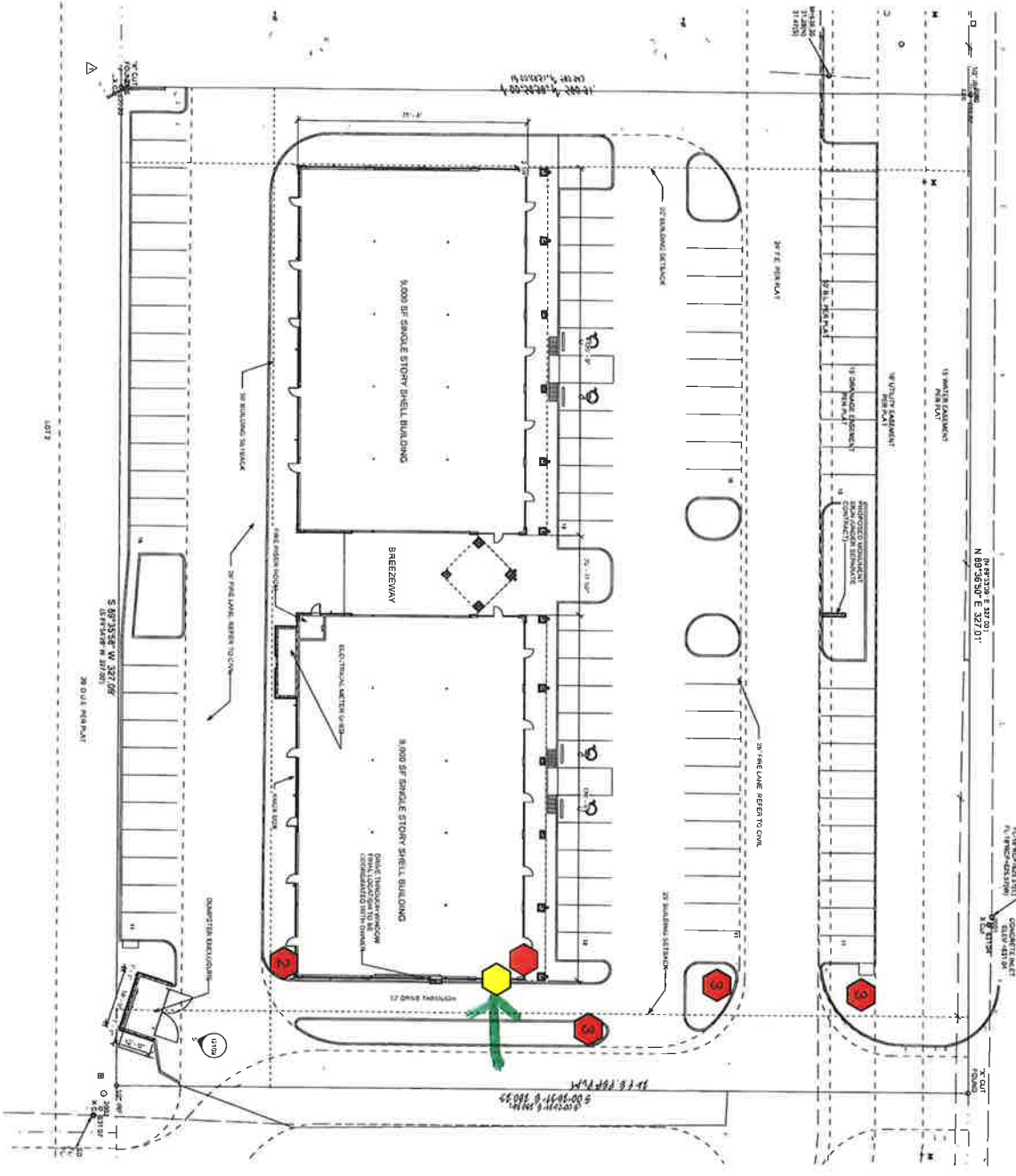
THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

GROUNDING ELECTRICAL CONNECTIONS

Listed Electric Sign Complies with UL48
 CSA C22.2 No. 207
 A11 017510
 E212503

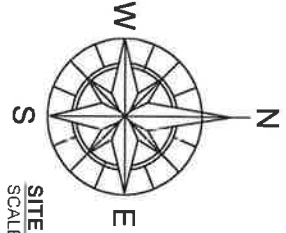


EAST ELEVATION



SITE PLAN LEGEND

-  WALL SIGN - CHANNEL LETTERS ON RACEWAY
-  DRIVE THRU CANOPY w/ MENU BOARD
-  DIRECTIONAL SIGN



SITE PLAN
SCALE: 1" = 40'-0"