



AGENDA
PLANNING AND ZONING COMMISSION MEETING
TUESDAY, MAY 2, 2023
KAUFMAN CITY HALL COUNCIL CHAMBERS
209 SOUTH WASHINGTON STREET,
KAUFMAN, TEXAS 75142

PLEDGE OF ALLEGIANCE US FLAG

TEXAS FLAG

"HONOR THE TEXAS FLAG. I PLEDGE ALLEGIANCE TO THEE, TEXAS ONE STATE UNDER GOD, ONE AND INDIVISIBLE".

INVOCATION

CALL MEETING TO ORDER Chairman calls the Meeting to order, states the date and time, states members present, and declares a quorum present.**

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the P&Z Commission on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the P&Z Commission as a whole. **When addressing the P&Z Commission, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and P&Z Commission.**

CONSENT AGENDA "All matters listed under the Consent Agenda, are considered to be routine by the Planning and Zoning Commission and will be enacted by one motion. There will not separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. For a citizen to request removal of an item, a request must be submitted to the Planning and Zoning Commission Secretary."

1. Consider and take appropriate action on the minutes of the March 7, 2023 Planning and Zoning Commission meeting.

END OF CONSENT AGENDA

PUBLIC HEARING

2. Conduct a public hearing and make a recommendation to City Council on the **Replat of Lots 2B-R1 & 2B-R2 of Block A of La Vega Ranch**, being a replat of Lot 2B, Block A, of La Vega Ranch. The subject property consists of approximately 5.044 acres out of the T. Lowrie Survey, Abstract No. 285, City of Kaufman ETJ, Kaufman County, TX, generally located at 2363 La Vega Road, Crandall, TX (Property ID 198586). The replat is for 2 residential lots. (Case No. FRP-02-23)

DISCUSSION/ACTION ITEMS

3. Discuss a **text amendment** to the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, to add the use "**Donation Box**" to certain Zoning Districts by amending Chart 3 "Accessory & Incidental Uses" of Section 33.4 "Use Regulations"; adding "Donation Box" to Section 33.5 "Definitions"; and adding "Donation Box" specifications to Section 37.5 "Accessory Building and Use Regulations" (Case No. Z-03-23)

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

BOARD INQUIRY If a member of the board makes a spontaneous inquiry about a subject not on this agenda, then the board or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Planning and Zoning Commission cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

ADJOURNMENT

I, ANDREW BOGDA, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON FRIDAY, APRIL 28, 2023 AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.



ANDREW BOGDA
DIRECTOR OF DEVELOPMENT SERVICES

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.



MINUTES
PLANNING AND ZONING COMMISSION MEETING
TUESDAY, MARCH 7, 2023 - 6:00 PM
KAUFMAN CITY HALL COUNCIL CHAMBERS
209 SOUTH WASHINGTON STREET,
KAUFMAN, TEXAS 75142

PLEDGE OF ALEGIANCE

US FLAG

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INVOCATION

CALL MEETING TO ORDER Chairman calls the Meeting to order, states the date and time, states members present, and declares a quorum present.

Chairman Richard Dunn called the meeting to order at 6:03 p.m. on Tuesday, March 7, 2023. Commissioners present were Chairman Richard Dunn, Vice-Chairman Burton Brown, Commissioner Dennis Berry, Commissioner Porfilo Lopez, Commissioner Jason Nelson and Commissioner Kathy Thorpe. City of Kaufman staff present included: Director of Development Services Andrew Bogda and Planner 1 Joy Henderson. Commissioner Darril Deaton arrived at 6:05 pm. Present in the audience were: Averie Cantrell, Jeremy Halten, Scott Roberts, Sandra Walker, Arlyn Walker, Olivo Bustamonte, John Zaby, Stacie Warren, Steven Warren, Bill Wait, Antonio Matarranz, and Mike Wilson.

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES)

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There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. For a citizen to request removal of an item, a request must be submitted to the Planning and Zoning Commission Secretary."

1. Consider and take appropriate action on the minutes of the February 7, 2023 Planning and Zoning Commission meeting.

END OF CONSENT AGENDA

Vice-Chairman Brown made a motion to approve the consent agenda for item 1. The motion was seconded by Commissioner Berry, with the members voting 7-0. The motion passed.

PUBLIC HEARING

2. Conduct a public hearing and make a recommendation to City Council for a request by Bill Wait of Kaufman One WW LLC to zone approximately 105.923 acres (Property IDs 2252, 2267, 2269 and 2270) as **Planned Development (PD-23)** for single-family residential uses contingent on annexation (Case No. A-01-23). The property is known as Highland Meadows and is generally located south of State Highway 243 in the Thomas Beedy Survey, Abstract No. 21, Kaufman County, Texas. (Case No: Z-02-23)

The Public Hearing opened at 6:07 p.m.

Director of Development Services Andrew Bogda presented a report on the Planned Development for single-family residential uses, contingent on annexation. Details of the case can be found in report Z-02-23 dated 03-07-2023.

Olivo Bustamonte stated that there is too much growth and that Kaufman is turning into Forney and expressed concerns related to traffic, higher property taxes, and overpopulation, especially since Kaufman is a retirement community. He also expressed concerns about sex offenders moving to Kaufman.

Arlyn Walker stated he just moved here from California and expressed concerns regarding the inadequacy of the existing infrastructure, traffic, lack of employment opportunities, and residents of two-story houses looking into their back yards.

Commissioner Nelson asked if we could limit the times the construction workers are present. Mr. Bogda responded that they would be subject to City regulations.

Commissioner Berry asked if any homebuilders have committed to the project.

Bill Wait stated that no homebuilders have committed yet but several are very

interested, that the development would be a nice addition to the City of Kaufman, that the same houses will not be repeated next to each other, that a traffic impact analysis will be done to determine roadway and intersection improvements, that he can't stop the growth but can agree to development controls to enhance the development and meet the City's requirements, that a residential tax base is needed to support commercial development and infrastructure improvements, that his development is closely tied to the KISD development as it relates to infrastructure improvements, and that he expects to break ground on his development later this year.

Commissioner Berry expressed visibility concerns related to the intersection of SH 243 and FM 2727. Mr. Bogda responded that staff will mention this to TxDOT.

Commissioner Lopez asked if the developer and City have coordinated with TxDOT. Mr. Bogda responded that TxDOT has been involved in meetings with the City, the developer, and the school district regarding highway improvements.

Commissioner Nelson asked when the TIA is required. Mr. Bogda responded that it is required at the time of preliminary platting.

Vice-Chairman Brown expressed concerns about traffic and asked what was being done to address this. Mr. Bogda responded that the developer will be required to conduct a TIA and make any improvements that are required as a result of the analysis.

The Public Hearing closed at 6:24 p.m.

Commissioner Deaton stated that Kaufman County is the fastest growing county in the United States, that growth will inevitably happen, that everyone has the best intentions, and asked if there is a way to get together and work on a solution.

Commissioner Lopez made a motion to approve the **Planned Development (PD-23)** for single-family residential uses on approximately 105.923 acres (Property IDs 2252, 2267, 2269 and 2270) contingent on annexation approval. The motion was seconded by Commissioner Nelson. The motion passed, with the members voting 6-1 (Chairman Dunn, Commissioner Berry, Commissioner Deaton, Commissioner Lopez, Commissioner Nelson, and Commissioner Thorpe voted yes; Vice-Chairman Brown voted no).

DISCUSSION/ACTION ITEMS

3. Consider and make a recommendation to City Council on the **Preliminary Plat of the Kaufman ISD Addition**, being 85.234 acres situated in the William Peters Survey, Abstract No. 407, and the Thomas Beedy Survey, Abstract No. 21, City of Kaufman, Kaufman County, Texas (Property IDs 187223 & 51233). The property is zoned A-O Agriculture-Open District and is located on the north side of

SH 243 and the west side of FM 2727. The preliminary plat is for 2 non-residential lots and 2 open space lots. (Case No. PP-02-23)

Director of Development Services Andrew Bogda presented a report on the Preliminary Plat of the Kaufman ISD Addition. Details of the case can be found in report PP-02-23 dated 03-07-2023.

Commissioner Berry stated the FM 2727 intersection with Highway 243 is dangerous because you can't see cars coming over the hill, school buses are already using the road, and that when you add additional cars, you will increase the traffic.

Vice-Chairman Brown made a motion to approve the **Preliminary Plat of the Kaufman ISD Addition** contingent on street names being added to the plat. The motion was seconded by Commissioner Deaton. The motion passed, with the members voting 7-0.

4. Consider and make a recommendation to City Council on the **Final Plat of the Kaufman ISD Addition**, being 85.234 acres situated in the William Peters Survey, Abstract No. 407, and the Thomas Beedy Survey, Abstract No. 21, City of Kaufman, Kaufman County, Texas (Property ID 187223 & 51233). The property is zoned A-O Agriculture-Open District and is located on the north side of SH 243 and the west side of FM 2727. The final plat is for 2 non-residential lots, 2 open space lots, and right-of-way. (Case No. FP-03-23)

Director of Development Services Andrew Bogda presented a report on the Final Plat of the Kaufman ISD Addition. Details of the case can be found in report FP-03-23 dated 03-07-2023.

Commissioner Nelson asked about plants in the landscaping ordinance. Mr. Bogda responded that native plants are included in the landscape ordinance, but that staff can review and add additional regulations or types of native plants as needed.

Commissioner Berry asked what is being done about the water and if all of the development is on the same supply line. Mr. Bogda responded that the development will be served by City water, which will be brought to the corner of the property and extended around the property prior to development of the school.

Commissioner Nelson made a motion to approve the **Final Plat of the Kaufman ISD Addition** contingent on the following conditions:

1. Street names added to the plat.
2. Assigned addresses are approved.
3. Easement and rights-of-way to be dedicated by separate instruments are added to the plat prior to plat recordation.

The motion was seconded by Commissioner Lopez. The motion passed, with the members voting 7-0.

5. Consider and make a recommendation to City Council on the **Preliminary Plat of Steve's Diesel Addition**, being a partial tract of land containing 15.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light Industrial ("LI") and is generally located 3736 East Highway 175. The preliminary plat is for 2 non-residential lots. (Case No. PP-03-23)

Director of Development Services Andrew Bogda presented a report on the Preliminary Plat of Steve's Diesel Addition. Details of the case can be found in report PP-03-23 dated 03-07-2023.

Commissioner Berry asked what kind of business will be built and expressed concerns about Becker-Jiba providing water service but not guaranteeing fire flow.

Stacie Warren stated they are a diesel repair business and that they started their business in 2013 and want to own their own building and grow their business. She also indicated that the current fire flow is adequate based on the size of the building.

Vice-Chairman Brown asked if fuel will be stored on the property.

Steve Warren stated there is not very much fuel kept on the property and that it will be stored in metal drums.

Commissioner Berry made a motion to approve the **Preliminary Plat of Steve's Diesel Addition**. The motion was seconded by Commissioner Thorpe. The motion passed, with the members voting 7-0.

6. Consider and make a recommendation to City Council on the **Site Plan of Eleanor's Coffee Shop**, situated on 0.1920 acres out of the Kaufman Original, Block 19, City of Kaufman, Kaufman County, Texas, said property is located at 303 W. Mulberry St. (Property ID 28506). The property is zoned Commercial (C) for retail uses. (Case No. SP-02-23)

Director of Development Services Andrew Bogda presented a report on the Site Plan of Eleanor's Coffee Shop located at 303 W. Mulberry Street. Details of the case can be found in report SP-02-23 dated 03-07-2023.

Scott Roberts stated the building is 113 years old, has a lot of character, was legal when it was built, but became nonconforming when zoning was enacted. He indicated the building is sound, but just needs some remodeling to make it work as a coffee shop.

Commissioner Berry asked if the tanks have been removed. Mr. Roberts stated that the tanks were removed in 1991. He also stated that older gas stations have been made into flower or donut shops.

Several of the commissioners stated the proposal was a great idea.

Commissioner Berry made a motion to approve **Site Plan of Eleanor's Coffee Shop**, located at 303 W. Mulberry St. (Property ID 28506) with the following variances:

1. Section 26.4.A.2 Minimum Lot Area – 10,000 square feet required; providing 8,374 square feet.
2. Section 26.4.A.3 Minimum Lot Depth – 100 feet required; providing 80.17 feet.
3. Section 26.4.B.2 Minimum Side Yard Adjacent to the street– 25 feet required; providing 12.6 feet.
4. Section 26.4.B.3 Minimum Rear Yard – 20 feet required; providing 9.8 feet.
5. Section 35.6.A.46 Parking - 10 spaces required; 6 will be provided with 2 of them being located at the rear of the property for employee parking only.
6. Section 35.3.K.1 Escape Lane – 9' wide required; providing none.
7. Section 35.3.K.3 Off-Street Stacking – 6 required; providing 4 stacking spaces.
8. Section 36 Landscape – requesting existing non-conforming landscaping to be modified by adding planters, nandinas, and hollies.

The motion was seconded by Commissioner Lopez. The motion passed, with the members voting 7-0.

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

Director of Development Services Andrew Bogda stated that we will be discussing donation box regulations at the next Planning and Zoning Commission meeting.

BOARD INQUIRY If a member of the board makes a spontaneous inquiry about a subject not on this agenda, then the board or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Planning and Zoning Commission cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

ADJOURNMENT

The motion to adjourn was made by Commissioner Nelson and seconded by Commissioner Deaton. The motion passed, with the members voting 7-0. The meeting adjourned at 7:46 pm.

APPROVED:

**RICHARD DUNN
CHAIRMAN**

ATTEST:

**JOY HENDERSON
PLANNER I**



Planning and Zoning Commission Report

Meeting Date: May 2, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council on the **Replat of Lots 2B-R1 & 2B-R2 of Block A of La Vega Ranch**, being a replat of Lot 2B, Block A, of La Vega Ranch. The subject property consists of approximately 5.044 acres out of the T. Lowrie Survey, Abstract No. 285, City of Kaufman ETJ, Kaufman County, TX, generally located at 2363 La Vega Road, Crandall, TX (Property ID 198586). The replat is for 2 residential lots. (Case No. FRP-02-23)

SUMMARY:

The subject property includes 5.044 acres located at 2363 La Vega Road and comprises Lot 2B, Block A of La Vega Ranch. La Vega Ranch is located on the southeast side of County Road 4104, just under a mile southwest of US 175, in the Kaufman ETJ.

La Vega Ranch was final platted in December 2022 and the conditions of the development agreement allowed for lots to be subdivided down to a minimum size of 2.5 acres. The applicant is proposing to subdivide the existing 5.044-acre Lot 2B into two lots of 2.522 acres each, which meets the minimum lot size requirement.

Each lot has at least 100' of street frontage with a 25' building setback. A 60' drainage easement runs through the rear of each lot, while smaller 15' drainage easements run along the sides. A 30' electric easement is located along the frontage.

While Gastonia-Scurry has committed to providing water service to the 10 lots of the original La Vega Ranch subdivision, they do not have adequate capacity to serve the new lot created by this replat. As such, a note has been added to the plat indicating that water service has been authorized for Lot 2B-R1, but that a will serve letter will be required for Lot 2B-R2 prior to the development of any structures, residences, or improvements on the property.

THOROUGHFARE PLAN:

La Vega Road is a private street with gated access, situated within a 50'-wide private lot, with a 24'-wide paved section to meet the requirements for fire access. While the street is required to be paved in asphalt, it remains gravel. The homeowners' association is requesting it remain gravel while housing construction continues, with paving to be completed in early 2024.

RECOMMENDATION:

Staff recommends approval of the Replat of Lots 2B-R1 & 2B-R2 of Block A of La Vega Ranch.

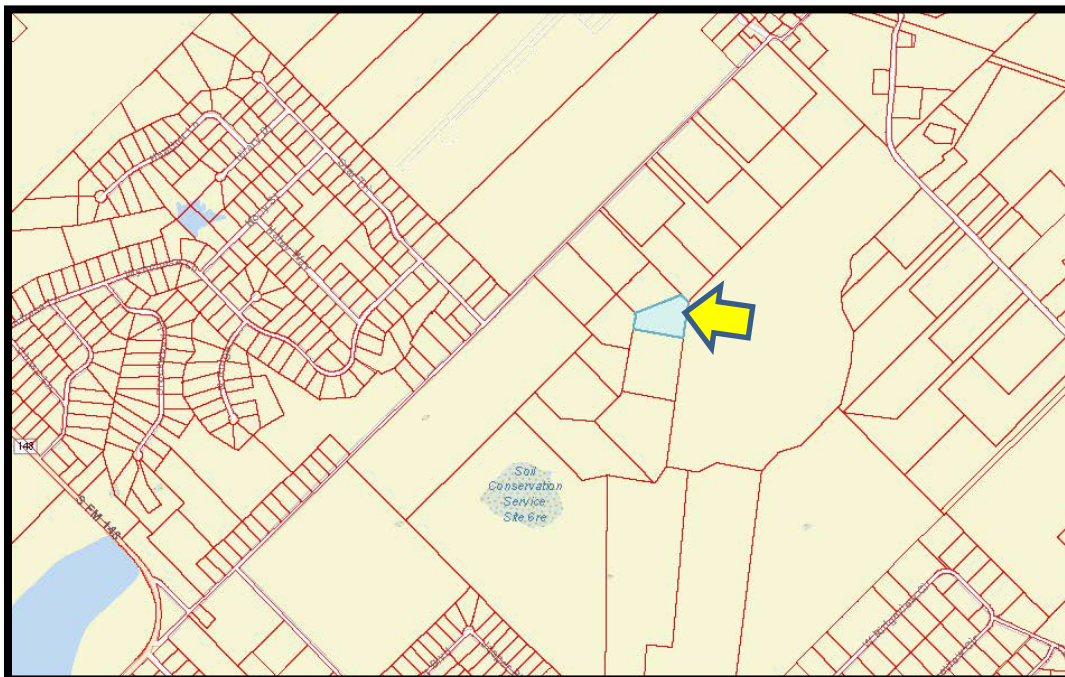
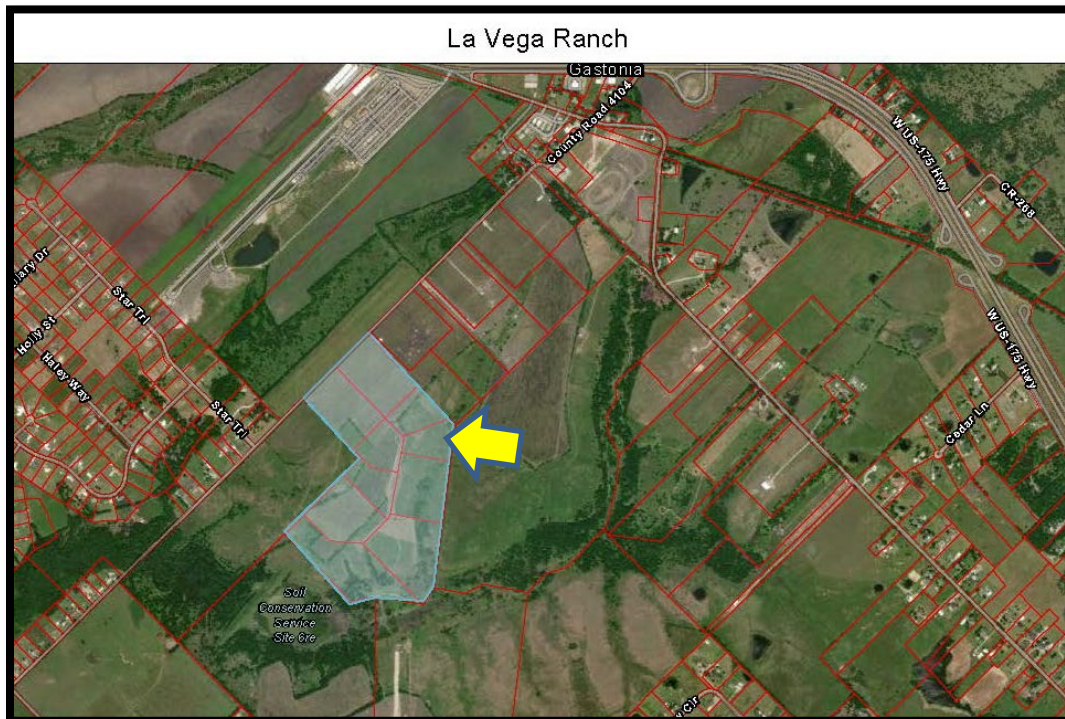
ATTACHMENTS:

1. Location Map
2. Approved Final Plat of La Vega Ranch

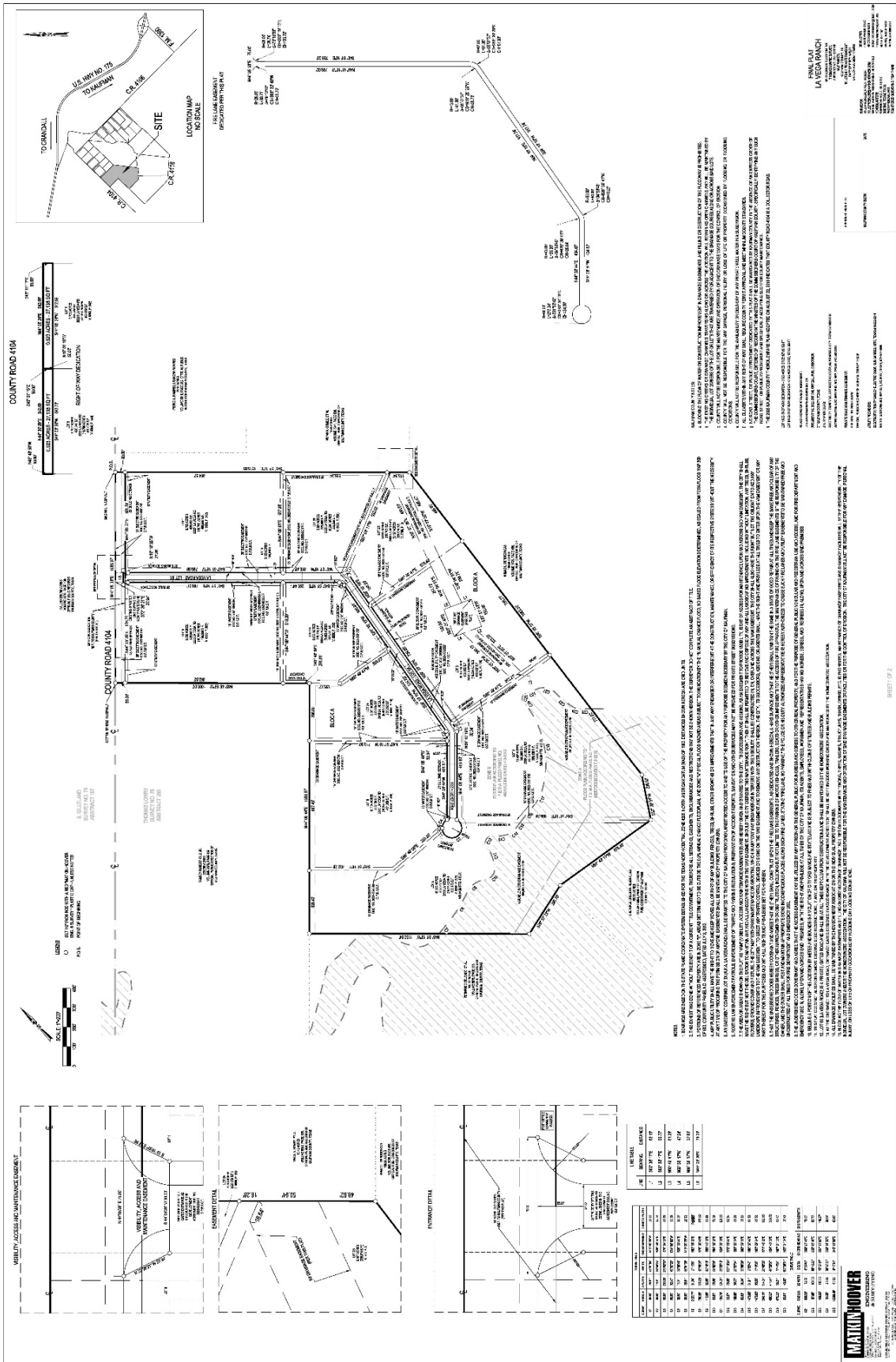
3. Replat of La Vega Ranch, Block A, Lots 2B-R1 & 2B-R2

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map



Approved Final Plat of La Vega Ranch





Planning and Zoning Commission Report

Meeting Date: May 2, 2023

Consent: No

Discussion/Action: Yes

SUBJECT: Discuss a **text amendment** to the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, to add the use "**Donation Box**" to certain Zoning Districts by amending Chart 3 "Accessory & Incidental Uses" of Section 33.4 "Use Regulations"; adding "Donation Box" to Section 33.5 "Definitions"; and adding "Donation Box" specifications to Section 37.5 "Accessory Building and Use Regulations" (Case No. Z-03-23)

BACKGROUND/SUMMARY:

The City of Kaufman is being inundated with unpermitted Donation Boxes. There have been complaints about the boxes showing up on private property, without the property owner's knowledge or permission, and the boxes often overflowing and items too big to fit in the box being abandoned beside it. These boxes don't have contact information on them, so the owner of the box can't be contacted to remove the donation box or the overflow items left there.

The city currently has Recycling Kiosks listed in Chart 6 and in the definition section but it does not address Donation Boxes. The difference between a Recycling Kiosk and a Donation Box is what is collected and who picks up the donations.

Recycling Kiosk – A small uninhabited structure (120 sq. ft. maximum) or temporary container (e.g. "igloo" or dumpster-type container) which provides a self-service location for the depositing of recyclable materials, such as aluminum cans (e.g., "can banks"), glass bottles, magazines/newspapers, metal or plastic containers, etc. Recyclables are picked up periodically from the site. This definition does not include large trailers or manned collection centers.

Donation Box – A small uninhabited structure used for the depositing of used goods, including textiles, clothing, shoes, books, toys, household items, and/or other salvageable personal property items for charitable purposes. They are picked up by a wide variety of entities, such as nonprofit groups, individuals that sell at resale stores, etc.

Please take time to look at the spreadsheet to see what you would like to see in the ordinance regarding Donation Boxes. Look around town at the different donation boxes that are located in the city. Write down any questions, ideas or concerns that you may have so we can discuss at the next meeting.

ATTACHMENTS:

1. Donation Box Specifications
2. Different Cities' Regulations
3. Existing Donation Boxes & Locations

Donation Box Specifications - Work Sheet

	YES	NO	CITY COMMENT	YOUR COMMENT
Business Name			Easier to contact them	
Business Phone			Easier to contact them	
List items accepted			Lets customers know what is acceptable	
Size of lettering			Not listed on some cities and 2" to 4" minimum on others	
Acceptable items			- Textiles, clothing, shoes, books, toys, dishes, household items, salvageable personal property are the most common. - State it must fit in the box?	
Size			16 sf to 240 sf = Average 88 sf. Which would be 11'x8' - A parking space is 9'x18'	
Allow electricity			None of the cities allow electric to donation boxes	
Material of box			Metal to wood	
Maintenance of box			good condition and appearance with no structural damage or defects, holes, or visible rust, and shall be free of graffiti	
Require a permit for each box			- This will give us the authority to have the box removed if necessary. - Some companies have more than 1 box at the same and at different locations.	
Sticker for each box			- We currently have colored stickers for mobile units. Each year the color and year changes. - This will also let Code Enf. know that it was permitted.	
Fee for each box			\$50 to \$100 per box per permit cycle	
Time Frame for permit			- Yearly, expiring on December 31st of each year. - It will follow food permits. - We could prorate the first year or accept the full permit fee.	

Donation Box Specifications - Work Sheet

	YES	NO	CITY COMMENT	YOUR COMMENT
Number of boxes on a platted lot			• Most only allow 1. • Director can approve 2 if it is a larger lot over a specific square footage. • 3 are not allowed. • Shopping centers are considered 1 lot.	
Site Plan			A scaled drawing sufficient to illustrate the proposed location of the donation box on the real property, the dimensions of the proposed donation box	
Location			• Private property only. • Not allowed on public property including sidewalks, streets or open space or easements or visibility triangles. • Some are required behind the front of the building. • 500' from resident, church, hospital, daycare, school, park, rec facility • Some require they meet setbacks of zoning district	
Distance between boxes			• Some cities require 50' to 1,000' separation from any other box, regardless if it is on the same lot or not. • One city states at the same location but 12" apart.	
Paved Surface			• Cities vary on this. • Paves surfaces are required if it is being dove on it	
Additional parking space for box			• Cities vary on this. • This will allow a vehicle to pull in out of traffic to deposit their donation.	

Donation Box Specifications - Work Sheet

	YES	NO	CITY COMMENT	YOUR COMMENT
Required Parking Spaces			• Can't use a required parking space, but they can use a spot if the business has more parking spaces than required. • 300 E. Cherry does not have enough parking for the business that are there. If a box was placed there, they would be taking a "required parking space"	

Responsible for Boxes

	YES	NO	CITY COMMENT	YOUR COMMENT
Applicant			a person who applies for the permit	
Operator			a person who owns, operates or otherwise is in control of donation boxes to solicit collections.	
Property Owner			the person who is an owner of real property where the donation box(es) are located.	
Business Manager			The store manager. This person is easier to talk to, but do they have the authority to allow the additional use to the property.	
Notarized Letters			• The property owner shall submit written notarized authorization for placement of the donation box on their property. • Nonprofit giving them permission to accept donation on their behalf.	
Both are held responsible for the box.			• Most cities say both are responsible. Property owner and applicant or owner. • What if the business manger signed the property permission form?	
Proof of general liability insurance			• None to \$1,000,000 • Make it list the City of Kaufman like solicitor permits?	

Donation Box Specifications - Work Sheet

	YES	NO	CITY COMMENT	YOUR COMMENT
Nonprofit or not			Some cities only allow nonprofit donation boxes and other cities don't distinguish.	
If Nonprofit			Acceptance letter form the nonprofit organization.	
Exemption to this ordinance			- Recycling bins or other receptacles operated by the city or a waste management company licensed by the city shall not be considered Donation Boxes. - Permit not required for donation boxes located entirely inside a building.	
Existing Donation Box			Has 30 days to obtain a permit or remove the unit before the City impounds the box.	

Zoning & Code

	YES	NO	CITY COMMENT	YOUR COMMENT
Make it an accessory use			Another business has to be on the lot and it can't be on a vacant lot.	
Zoning District			- Limit the location? - Recycling is allowed only in Commercial and Light Industrial only. - Other cities state no residential areas. - Washington Street Corridor and Central Business District are both zoning districts that should not have the donation boxes due to limited parking.	
TUP			Temporary Uses are only for 30 days and usually are not used for donation boxes.	
SUP			- This means it will come to you, the P&Z and CC - One per lot goes through staff, if they want 2 or more then require SUP or Director Approval.	
Transfer Ownership			This is not allowed in any of the cities.	
# of violation before removal			None to 2 per six months.	

Donation Box Specifications - Work Sheet

	YES	NO	CITY COMMENT	YOUR COMMENT
Abatement			If the city removes the donation drop box, the property owner or the operator shall be billed for the removal and storage costs.	

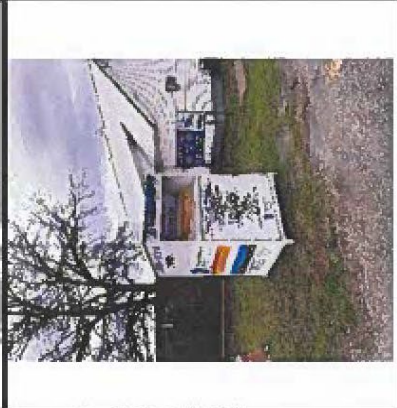
There are options for people that want to get rid of their trash or personal items.

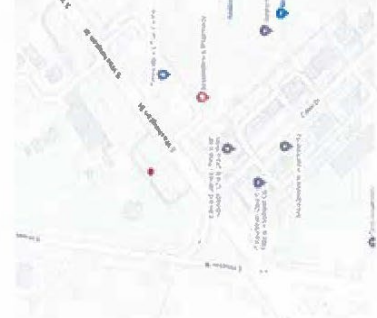
- Donations - Genesis Center located at 2675 Highway 243 takes donation Wednesday through Saturday from 9:00 am to 3:30 pm ([Twice Around Thrift Store - Genesis Center North Texas](#))
- Donations - Goodwill located at 1018 S. 3rd Street in Mabank takes donation Monday through Sunday from 10:00 am to 6 pm ([Location - Goodwill Industries International](#))
- Trash - The City of Kaufman provides weekly trash service and bulk services for residents.
- Trash - Kaufman County provides a monthly location to dispose of trash for free. The locations are all in Kaufman County. ([Scanned Image \(kaufmancounty.net\)](#))
- Trash - City of Kaufman/Kaufman County Convenience Station is located at 701 Alton Street in Kaufman. Trash can be taken to this location from Wednesday to Saturday from 8 am to 4 pm. They will need to get their trash ticket from the City or County before they take their trash. ([Brochure Convenience Station.pub \(kaufmantx.org\)](#))

Recycling Kiosk vs Donation Box

City Name	Kaufman	Fate	Houston	Mansfield	Lake Jackson
City Ordinance #	ZO Chart 6	O-2023-004	Sec. 28-631	OR-2256-22	13-2014
City Unit Name	Recycling Kiosk	Donation Box	Donation Box	Donation Box	Donation Drop Box
City Fee	\$80 one time	100.00	56.46	100.00	50.00
# of violations allowed	Not listed	2/6 mo	Abatement	1/12 mo	
Accessory Use	Yes			yes	
Business Name	Not required	Yes	Yes	No	Yes
Business Phone Number	Not required	yes	yes	No	yes
Distance Between	Not required		12" -300,	250'	
Easements allowed in	No		No	no	
Electricity allowed	No				
Insurance	No	No	1,000,000	No	
Items	Cans, glass, paper, metal, plastic, etc.	Textiles, clothing, shoes, books, toys, dishes,	Textiles, clothing, shoes, books, toys, dishes,		clothing, toys, salvageable personal property
List of Items allowed on box	Not required	yes	yes		
Limit Number of boxes	Not required	1 per lot	1	1	1
Nonprofit letter to accept	Not required	yes			
Nonprofit only	Not required	yes	no	no	no
Other		*Recycling by city or waste not permitted *permit not req for indoor	*300' road frontage can have 2 boxes. *12" separation for 2	500' from resident, church, hospital, daycare, school, park, rec fac.	Meet setbacks
Parking Spaces used	Cant use req space	Cant use req space	Cant use req space		Cant use req space
Parking Spaces for unit	No	No	1 park space		
Paved Surface	Not specified	Not specified	yes	no	Yes
Permit for 1 or Multiple	1	1	1	1	1
Permit Required	Yes	yes	yes	yes	yes
Permit Time Frame	Indefinite	1 year	1 year		
Private Property Only	Yes	yes	No	yes	no
Property Permission	Yes	Yes	yes	yes	yes
Scheduled pick up days	Not required			weekly	
Site Plan showing location	Yes	yes	yes		
Size	120 sf	27 sf +	50 sf	16 sf	102 sf
Sticker for unit	Not required	Not required	yes	yes	yes
SUP	Not required			C3, I1, I2	
Transfer box ownership	No	No	no	no	no
TUP	Not required				
Visibility Triangle	Not allowed	Not allowed	Not allowed		Not allowed
Zoning District	C & LI P	C	no zoning	PD	No residential

City Name	Kaufman	Allen Park	Balch Springs	Wichita Falls	Frisco
City Ordinance #	ZO Chart 6	04-2015	3125-16	46-290	19-05-40
City Unit Name	Recycling Kiosk	Donation Box	Unattended donation box	Donation Box	Donation Box
City Fee	\$80 one time	50.00	100.00		
# of violations allowed	Not listed			2/12 mo	1/12 mo
Accessory Use	Yes				yes
Business Name	Not required	Yes	Yes	Yes	
Business Phone Number	Not required	Yes	yes	Yes	
Distance Between	Not required	1,000'			50'
Easements allowed in	No			no	
Electricity allowed	No				
Insurance	No	1,000,000			
Items	Cans, glass, paper, metal, plastic, etc.	clothing, household items, or other salvageable personal property	clothing or other salvageable personal property	Clothing or household material	Textiles, clothing, shoes, books, toys, household
List of Items allowed on box	Not required				
Limit Number of boxes	Not required				1
Nonprofit letter to accept	Not required				
Nonprofit only	Not required	No	No		No
Other		*No front or side yard *allowed educate, gov, religion & nonprofit	2" lettering	*not on any residential use *4" lettering *setbacks	*Meet setbacks *25' front facade
Parking Spaces used	Cant use req space	Cant use req space	Cant use req space	Cant use req space	Cant use req space
Parking Spaces for unit	No				
Paved Surface	Not specified	Yes		yes	
Permit for 1 or Multiple	1	1	1	1	1
Permit Required	Yes	Yes	yes	yes	yes
Permit Time Frame	Indefinite	yearly	yearly	Yearly 12/31	
Private Property Only	Yes	No	yes		yes
Property Permission	Yes	Yes	yes	yes	yes
Scheduled pick up days	Not required		24 hours of notification		weekly
Site Plan showing location	Yes	Yes	yes	yes	yes
Size	120 sf	20'		36 sf	240 sf
Sticker for unit	Not required	yes	yes	yes	yes
SUP	Not required	yes		Limited Comm.	C1, c2, r
Transfer box ownership	No	no	no	no	no
TUP	Not required				
Visibility Triangle	Not allowed	Not allowed	Not allowed	Not allowed	Not allowed
Zoning District	C & LI P	C & neighborhood		HI, LI, C	R & C

Location	Photo	Address	Donation Organization
		100 S. Shannon American Legion	Charity Clothing Pickup 805 E. Park Row Arlington, TX 76010 1-800-627-6051 www.clothingpickuptx.com "Paralyzed Veterans of America"
		600 E. Mulberry David's	The Arc of Texas 8001 Centre Park Drive Suite #100 Austin TX, 78754 1-800-368-8166 www.arcoftexas.org
		702 E. Mulberry Family Dollar	JY&B Donations 682-557-5937

Location	Photo	Address	Donation Organization
		2225 S. Washington Dollar General	No information given
		2750 S. Washington Old TxDot Building	817-714-7720
		404 US-175 La Pradera	817-714-7720

Location	Photo	Address	Donation Organization
		300 Kings Fort Walmart	The Arc of Texas 8001 Centre Park Drive Suite #100 Austin, TX 78754 1-800-368-8166 www.arcoftexas.org
		5473 W. US-175 Valero Gas Station	Charity Clothing Pickup 4330 Fulton St. Houston, TX 77009 1-800-627-6051 www.clothingpickuptx.com