



City of Azle
Regular Agenda
Planning and Zoning Commission

505 W. Main Street
Azle, Texas 76020

April 16, 2026

6:00 PM

Council Chambers

Pursuant to Section 551.071 of the Texas Government Code, the Commission may convene into Executive Session(s) from time to time as deemed necessary during the meeting for any posted agenda item and may receive advice from its attorney as permitted by law.

REGULAR SESSION

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION

This is an opportunity for the public to address the Planning and Zoning Commission on posted agenda items or non-agenda items. In order to address the Commission, please complete a Speaker's Request Form and submit to the Secretary prior to the start of the meeting. All comments must be directed to the Presiding Officer, rather than an individual commissioner or city staff. All speakers must refrain from personal attacks toward any individual. Comments are limited to three (3) minutes and must pertain to the subject matter listed on the Speaker's Request Form. Speakers requiring the assistance of a translator shall be provided four (4) minutes. The Commission may not comment publicly on non-agenda items, but may direct the staff to resolve the matter or request the matter be placed on a future agenda. Public comments regarding non-agenda items shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended. If you have a subject that may require Commission action, you may obtain a form from the Secretary and request the item be placed on a future agenda.

CONSENT AGENDA

1. Consider approval of the minutes of the Planning and Zoning Commission meeting held April 2, 2026.

David Hawkins, Director of Planning and Development

PUBLIC HEARING

2. Conduct a public hearing and consider making a recommendation to the City Council regarding a Specific Use Permit request to operate a Short-Term Rental (STR) at a residence located at 120 N. Broadway Road and also known as Lot 6, Block 1, Broadway North Addition. The property is located on the east side of N. Broadway Road approximately 535 feet north of Lakeview Drive.

David Hawkins, Director of Planning and Development

3. Conduct a public hearing and consider a recommendation to the City Council regarding text amendments to Chapter 10 "Subdivision Regulation", Exhibit 10A "Subdivision Ordinance" of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider amendments to the sidewalk requirements for residential and commercial developments.

David Hawkins, Director of Planning and Development

EXECUTIVE SESSION

Pursuant to Section 551.071 of the Texas Government Code, the Commission may convene into Executive Session(s) from time to time as deemed necessary during the meeting for any posted agenda item, and may receive advice from its attorney as permitted by law.

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on Friday, April 10, 2026, at the City's official bulletin board and is readily accessible to the public at all times in accordance with V.T.C.A. Chapter 551, Texas Government Code.



This facility is wheelchair accessible and handicapped parking spaces are available. Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in city functions and activities. Auxiliary aids and services or accommodations should be requested forty-eight hours prior to the scheduled starting time by calling the City Secretary's Office at 817-444-7101. Complete Planning and Zoning Commission agenda packet is available for review at the City Secretary's Office and on our website www.cityofazle.org.



**MINUTES
Regular
Azle Planning and Zoning
Commission**

505 W. Main Street
Azle, Texas 76020

April 2, 2026

6:00 PM

Council Chambers

REGULAR SESSION

CALL TO ORDER

Vice Chairman Jim Carlson called the meeting to order at 6:01 p.m.

Members Present:

Vice Chairman Jim Carlson
Commissioner Jared Arneson
Commissioner Rick Simmons
Commissioner Cynthia Barrios
Commissioner Curt Lampkin

Members Absent:

Chairman Leonard Wheeler
Commissioner Laurel Mosier

Staff Present:

David Hawkins, AICP Director of Planning and Development
Malinda Nowell Sr. Administrative Assistant

INVOCATION

Commissioner Jared Arneson gave the invocation.

PLEDGE OF ALLEGIANCE

Commissioner Rick Simmons led the pledge.

PUBLIC PARTICIPATION

None.

CONSENT AGENDA

1. Consider approval of the minutes of the Planning and Zoning Commission Meeting held February 5, 2026.

Commissioner Rick Simmons moved to approve the minutes of the Planning and Zoning Commission meeting held February 5, 2026. Commissioner Jared Arneson seconded the motion. Motion carried.

Yes: (5) Jared Arneson, Rick Simmons, Cynthia Barrios, Curt Lampkin, Jim Carlson
Absent: (2) Leonard Wheeler, Laurel Mosier

ACTION ITEMS

PUBLIC HEARING

- 2. Conduct a public hearing and consider a recommendation to the City Council regarding a Specific Use Permit request to operate a distribution center and warehouse facility for a new business for property located at 312 E. Main Street and also known as Lot 3A, Block 1, J D Dorsey Addition. The property is located on the south side of E. Main Street approximately 550 feet north of Gipson Road. The applicant is requesting a Specific Use Permit to allow a proposed business named Perales Flooring to operate a distribution center and warehouse facility as part of their flooring business at this location.**

Director of Planning and Development David Hawkins presented this item. The business owner/applicant is requesting a Specific Use Permit (SUP) to operate a distribution center and warehouse facility as part of their new flooring business at 312 E. Main St. Approval of this SUP will allow the applicant to proceed with a permit to update the facilities and obtain a Certificate of Occupancy for this location. The property is 0.81-acres, has two buildings, and a shipping container. The property is located on the west side of the Southeast Parkway (Hwy. 199) frontage road and is located inside the FEMA-designated 100-year floodplain and floodway. This property has remained vacant since August 2025 when it was last operated by a used car dealership. The only improvements they can make to the facility is to the flatwork. They are planning to improve the parking surface, which will have to be at the same grade as today so that it does not alter the drainage. There are no plans to modify or expand the fencing. They do intend to have some lighting at the facility because the business will only be open from 8 a.m. to 6 p.m. Monday through Friday.

Vice Chairman Jim Carlson opened the public hearing at 6:09 p.m.

Silas Perales, 6112 Big Wood Court, owner/applicant, spoke about the project. He stated that they like the facility the way it is and want to use it just like it is. They want to bring a flooring business to the City and stay local with their family because they live here.

Deborah Turpin, owner of Eagle Mountain Plaza at 300 & 308 E. Main spoke. Ms. Turpin stated that she voted "neutral" because she didn't have enough information, but she does have enough information now, and she asked to change her vote because she has no objection. She asked to change her vote to approve because she sees no reason why the business shouldn't be located here and no reason why they shouldn't be a part of this community.

Vice Chairman Carlson closed the hearing at 6:12 p.m.

Discussion included floodplain, business operations with regard to distribution, and storage of stock which the applicant plans to try to keep everything at least two feet off the ground due to property being located in the floodplain.

Commissioner Rick Simmons moved to approve this item and recommend approval to the City Council as presented. Commissioner Jared Arneson seconded the motion. Motion carried.

Yes: (5) Jared Arneson, Rick Simmons, Cynthia Barrios, Curt Lampkin, Jim Carlson
Absent: (2) Leonard Wheeler, Laurel Mosier

This item will go before the City Council on May 5th.

- 3. Conduct a public hearing to consider a text amendment to Chapter 14 "Zoning Ordinance" of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider amendments to the general expiration requirements for Specific Use Permits (SUP) districts.**

Director of Planning and Development David Hawkins presented this item regarding the expiration requirements of Specific Use Permits. He stated that this topic came up during a previous meeting regarding cosmetic tattoo at CopperMoon Body Essentials. Staff proposed removing "a use which is

discontinued for a period of one hundred eighty (180) days is presumed to be abandoned." Removing this statement would mean that if any business shuts down, any existing SUP will expire immediately.

Vice Chairman Jim Carlson opened the public hearing at 6:18 p.m. As there were no speakers, Mr. Carlson closed the hearing at 6:18 p.m.

Commissioner Rick Simmons moved to approve this item as presented. Commissioner Curt Lampkin seconded the motion. Motion carried.

Yes: (5) Jared Arneson, Rick Simmons, Cynthia Barrios, Curt Lampkin, Jim Carlson

Absent: (2) Leonard Wheeler, Laurel Mosier

DISCUSSION ITEMS

4. Development Project Updates.

Director of Planning and Development David Hawkins presented updates regarding Chase Bank, Chick-Fil-A, Jersey Mike's, Azle Retail Development, CopperMoon Body Essentials, the Kmart/Beall's building, Scrambler's Golf Club, Perales Flooring, Crash Champions, and three city-initiated text amendments. Discussion included the Primera Iglesia Bautista Church construction on Gipson, and the Newt Porter Addition. Mr. Hawkins also presented annual highlights regarding development in the City of Azle and mentioned that the City received a \$5,000 grant for a native landscape and pollinators garden at The FeedLot (the City's food truck park).

5. Planning and Zoning Training Workshop

Director of Planning and Development David Hawkins stated that the North Central Texas Council of Governments is hosting a two-day Planning and Zoning Workshop. Lunch is included and it's two days in Arlington. It seems to be similar in nature to the one our Commissioners have attended in the past.

ADJOURNMENT

Vice Chairman Jim Carlson adjourned the meeting at 6:31 p.m.

Presented and approved on _____

Leonard Wheeler, Chairman

Attest:

David Hawkins, AICP
Director of Planning and Development



Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Conduct a public hearing and consider making a recommendation to the City Council regarding a Specific Use Permit request to operate a Short-Term Rental (STR) at a residence located at 120 N. Broadway Road and also known as Lot 6, Block 1, Broadway North Addition. The property is located on the east side of N. Broadway Road approximately 535 feet north of Lakeview Drive.

Background and Explanation:

The property owner/applicant is requesting a Specific Use Permit (SUP) to operate a Short-Term Rental (STR) for their residence at 120 N. Broadway Road. On July 1, 2025, the City Council passed an ordinance (Ord. No. 2025-06) to regulate STRs in Azle and require approval of a Specific Use Permit (SUP) to operate one in all SF zoning districts. Approval of this SUP request will allow the applicant to proceed forward with a permit for a STR License and obtain a Certificate of Occupancy to open at this location. This will be the first SUP request to operate a STR in Azle since the adoption of this ordinance.

Existing Condition of Property:

The 1.04-acre subject property has an existing 4,453 sq. ft., 2-story house that was constructed in 2003 according to Tarrant County Appraisal District records. The property is located on the east side of N. Broadway Road and is partially located inside the FEMA-designated 100-year floodplain with its adjacency to Eagle Mountain Lake.

Aerial of Property:



Adjacent Zoning:

- North: Single-family residential zoned Estate One District (E-1)
- South: Single-family residential zoned Estate One District (E-1)
- East: Eagle Mountain Lake
- West: Single-family residential zoned Estate One District (E-1)



Proposed Site Plan:

The applicant intends to utilize the existing 4,453 sq. ft., 2-story house to serve as a Short-Term Rental for this property.

Occupancy:

The house currently has six (6) bedrooms but will restrict the maximum allowed number of occupants to twelve (12) in compliance with the STR Ordinance.

Fencing:

There is an existing wrought iron fence along the street frontage of N. Broadway with a secured gate for property access and parking for occupants.

Parking:

The property has an existing paved driveway in front of the house as well as a 3-car garage that will provide fourteen (14) off-street parking spaces for all occupants.

Density:

The STR Ordinance states that STRs shall be limited to no more than one-eighth (1/8) or 12.5 percent of the total number of residential units on a block face and at least one short-term rental shall be permitted per block regardless of density. A "Block Face" is defined as the portion of a block abutting one side of a street and lying between two nearest intersecting streets. There is an existing STR operating out of the residence on the opposite side of this street at 149 N. Broadway which is grandfathered in by applying for the STR License prior to the effective date of the STR Ordinance. This SUP complies with the density requirements of the STR Ordinance.

Police Impact:

The applicant will comply with providing a 24-hour point of contact in case of any issues and emergencies so Police, Fire, or Code Enforcement may be able to establish contact and communicate any issues.

Fire Impact:

The applicant has provided an emergency evacuation plan and intends to comply with all fire code requirements such as exit signs, fire detectors and extinguishers, and Knox Box for building access.

Utilities:

Water - This property is currently served by City water.

Sewer - No City sewer is available to serve this property. The house is served by an onsite septic system.

Public Hearing Notification Process:

On April 6, 2026, a yellow public hearing sign was posted on the property and ten (10) letters were sent to surrounding property owners within 200' of this subject property. As of April 10, 2026, staff has received no formal responses from the public about this request.

Board/Commission/Committee Recommendation:

Section 32.7 of the Zoning Ordinance states that granting or denying an application for a specific use permit, the City Council shall take into consideration the following factors:

- A. Safety of the motoring public and of pedestrians using the facility and the area immediately surrounding the site.*
- B. Safety from fire hazard and measures of fire control.*
- C. Protection of adjacent property from flood or water damage.*
- D. Noise producing elements and glare of vehicular and stationary lights and effects of such lights on established character of the neighborhood.*
- E. Location, lighting, type of signs, and relation of signs to traffic control and adverse effect on adjacent properties.*
- F. Street size and adequacy of pavement width for traffic reasonably expected to be generated by the proposed use around the site in the immediate neighborhood.*
- G. Adequacy of parking, as determined by requirements of this Section, for off-street parking facilities for similar uses, location of ingress and egress points for parking and off-street loading spaces, and protection of the public health by all weather surfacing on all parking areas to control dust.*
- H. Compatibility of the proposed use with surrounding and adjacent properties and whether such use will adversely affect the use and enjoyment of the surrounding and adjacent properties.*
- I. Such other measures as will secure and protect the public health, safety, morals, and general welfare.*

Options for the Planning & Zoning Commission:

- 1. Recommend approval as submitted
- 2. Recommend approval with conditions
- 3. Recommend denial as submitted
- 4. Table the case to a future meeting

Staff Recommendation:

Staff forwards this Specific Use Permit request for Planning and Zoning Commission consideration.

Attachments:

1. SUP Exhibits - 120 N. Broadway STR - PZ 4.16.2026
2. Ord. No. 2025-06 - STR Ordinance Approved 7.1.2025 -Signed Copy

Dear City Of Azle Board & Council Members-

We are seeking to offer my home of 21+ years as a short term rental.

I have lived here, in this home, for over 21 years. I've raised 6 children here and watched them make memories and shared traditions. They are all adults now, and the property is very large, for just 2, my husband and I.

Selling the property or renting it long term would devastate our family, as we want to always have the home we love and treasure. We want to be here when we can and as often as we can. I am a Country Music Artist and travel to Nashville often for songwriting, recording and performing. My husband is a lineman in the power line industry and is often sent off to work storms. Since we travel often and the fact that there is only 2 of us now, I felt the STR would be the best plan of action to allow us to keep our home. We plan to be able to be here for holidays and traditions, like 4th of July, etc. forever! I would love to see my future grand children in this home for visits, vacations and to make the memories I did with my children.

We will fully comply with the City Of Azle Finance Department by reporting and filing the Hotel Occupancy Taxes and any other required documentation.

We will fully comply with all the City Of Azle Fire, Utilities and Engineering regulations and requirements, by installing the Azle Department Of Public Safety required and approved KnoxBox equipment on the property for all access and entry to the property and home.

Our target market and clientele is of course primarily for families! We have made so many great memories here (and want to continue to do so) so that is the target client. Lazy days by the pool, cooking out, fishing and enjoying all of the beautiful wildlife and birds that we have with a great cup of coffee in the mornings for the sunrise. The best life has to offer.

Other target market clientele would be: pastoral/church staff retreats for team building, sermon planning/yearly event planning, business/company team building retreats for think tank, strategy and business planning, writers for a quiet and inspiring scenery, etc. The target clientele is us offering a retreat, peaceful, quiet, and escape style environment.

No one under the age of 25 would be allowed to rent. All guests would be required to be registered. NO parties at all. There will be a large security deposit

required and stated in the rental contract that any guest doing such activities would be in violation of the contract, the booking would be canceled and immediate vacating of the property required, with no refund. As for events, I plan to refer anyone interested, to our local wedding venues, caterers, etc. as I know all the locals personally and have used them on many occasions.

We are leaving our personal furnishings, including my Baldwin baby grand piano, in the home, so the clientele will be selected wisely and with great care. This is our beautiful home, property and furnishings and only quality clientele will be allowed to rent it. We want to keep our beautiful home just the way it is.

The property would only be available for a minimum of 3 nights (Thur-Sun/ long weekends) and 7 night rentals (Fri-Fri). We will not accept last minute bookings or 1-2 night stays. After much research, we feel this policy and the pricing of a large property will eliminate any "party crowd." Our bookings will be primarily generated from our own "direct booking" platform via a top-notch website that we will have created for the property.

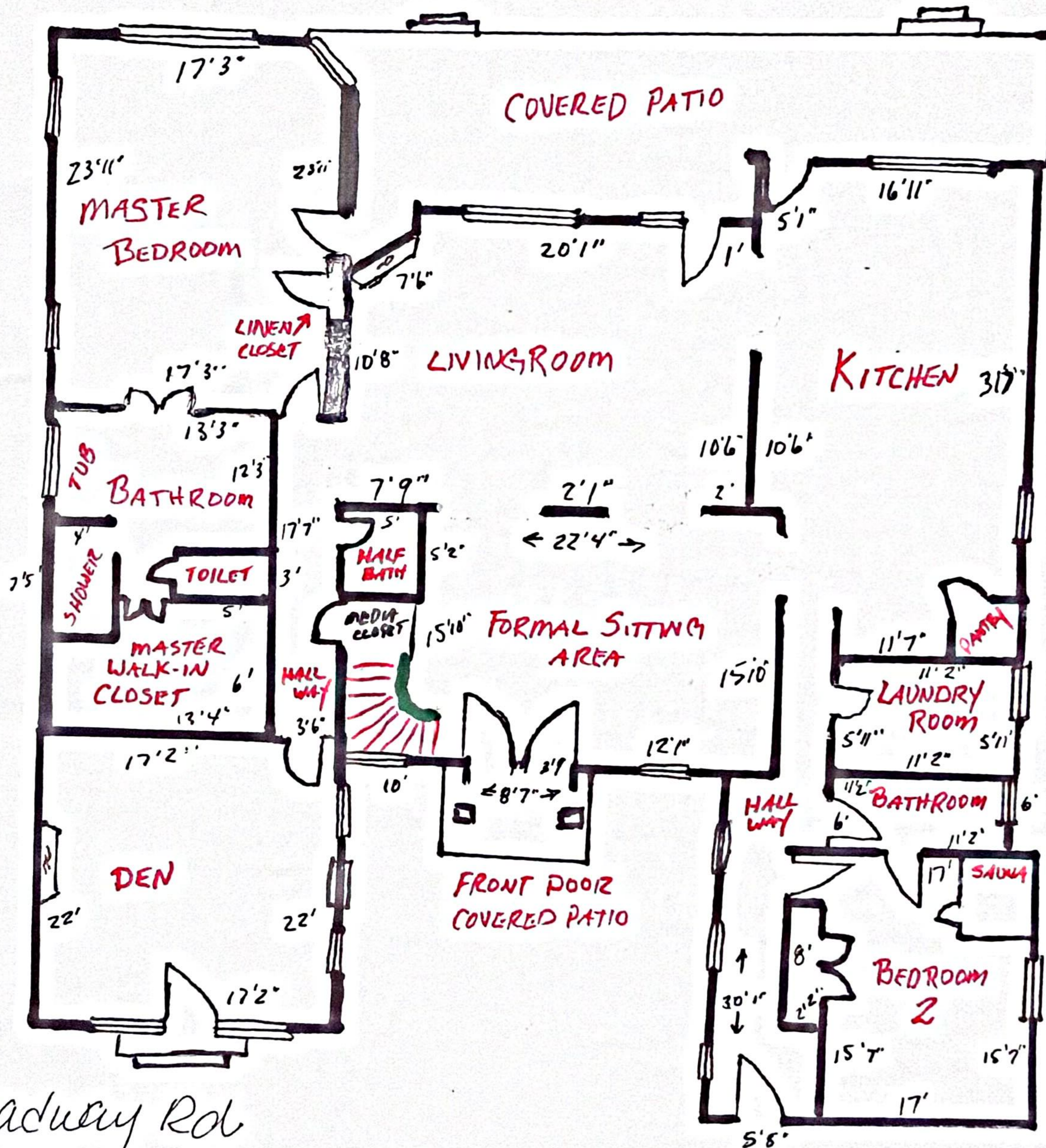
We have researched the market thoroughly, and we are in many groups of owners to learn the best way to operate and maintain the STR. We feel we have a valuable asset to offer, while being able to keep our family home, to enjoy as a family, and to one day pass down to my children.

We hope to be able to offer our home, lake, community restaurants and shopping to new people, while being able to keep our family home for our own enjoyment and traditions together.

Thank you so much for your consideration,

Tammy & Johnny Layden
120 N Broadway Rd.
Azle, Texas 76020

FIRST FLOOR




- WINDOWS -
- DOORS -
- FIREPLACE -
- STAIRS -
- BANNISTER -
- OUTSIDE STEPS -


120 N Broadway Rd
SA # - 4,453

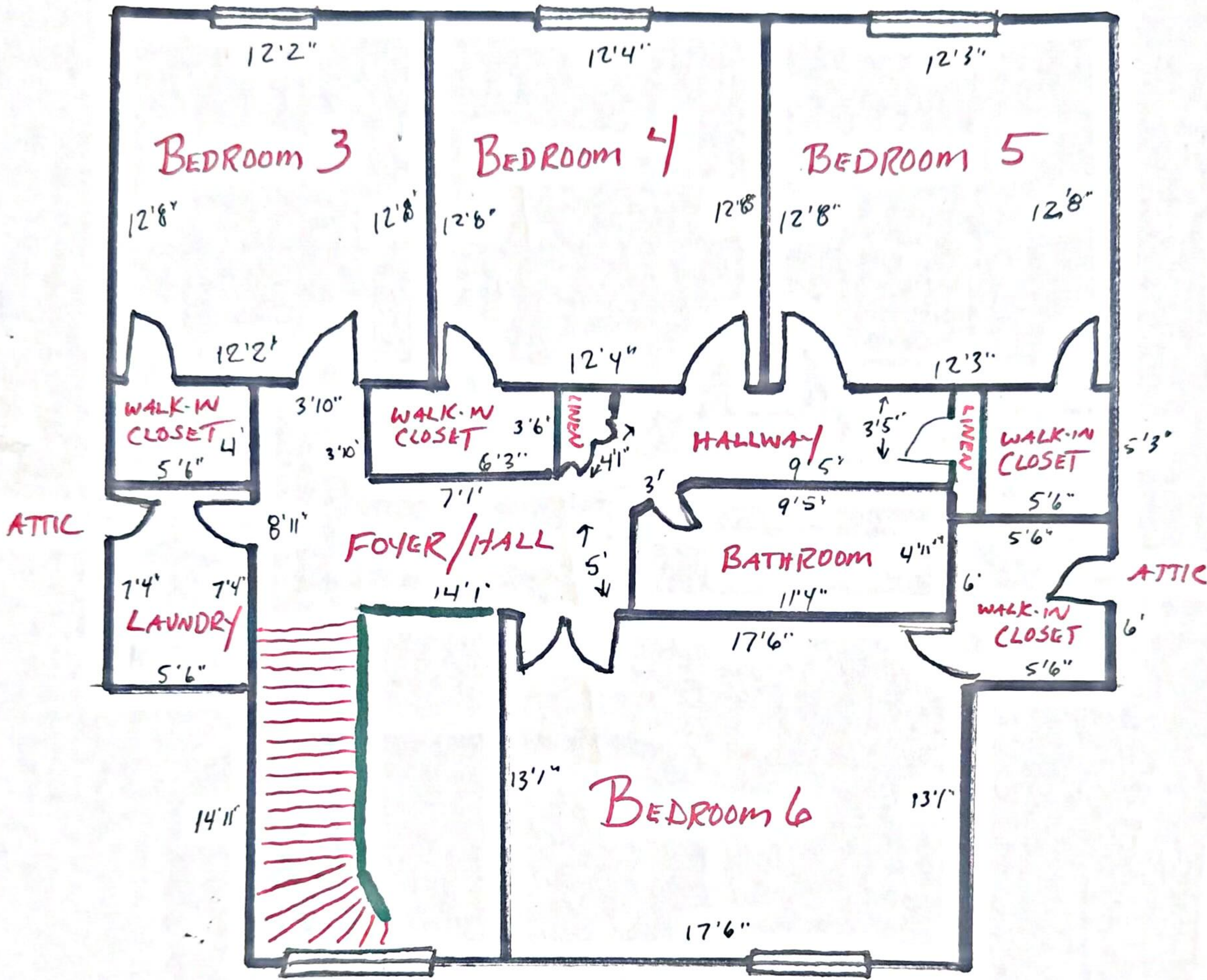
WINDOWS - 

BANNISTER - 

SECOND FLOOR

DOORS - 

STAIRS - 



120 N Broadway Rd
Sq-Ft 4,453

120 N
BROADWAY
AZEE, TX

DESIGNATED
PARKING
DRIVEWAY
AND 3 CAR
GARAGE

14 SPOTS
THIS INCLUDES
THE 3 CAR
GARAGE
(MINIMUM 14)

HAVE 1 EV
PARKING
FOR PLUG
LOCATION



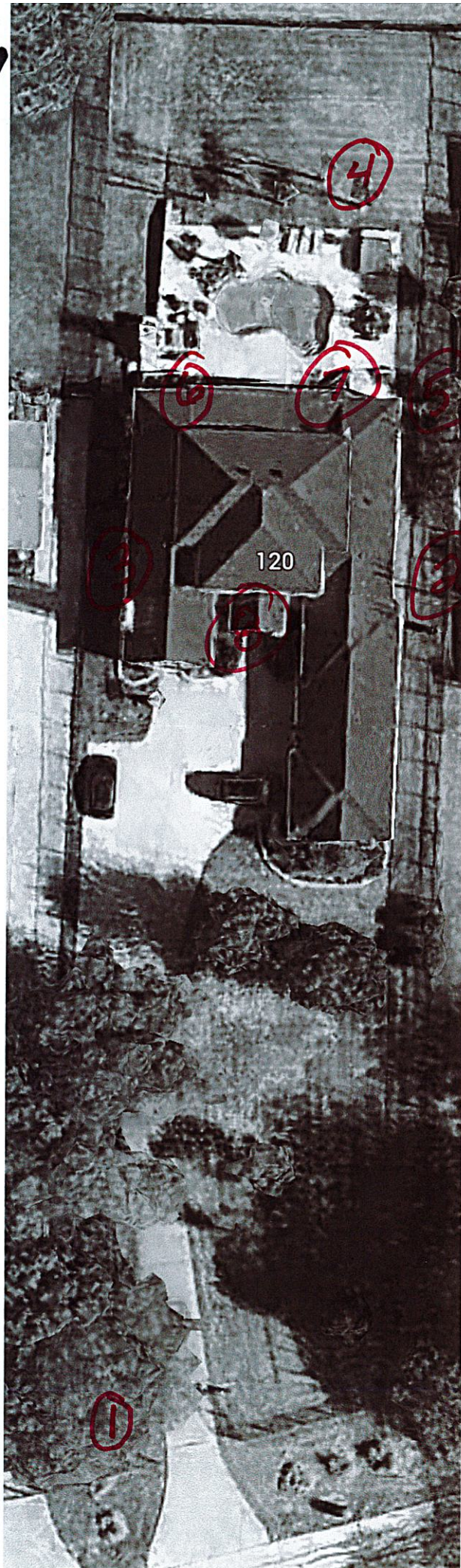
← BROADWAY →

120 N BROADWAY
ARLIS, TX

Coordinates:
32.89136°N-
97.51284 W

CAMERA LOCATIONS

- ① ON TREE AT FRONT GATE
- ② ON POLE SOUTH SIDE OF HOUSE
- ③ ON CHIMNEY BRICKS NORTH SIDE OF HOUSE
- ④ ON PALM TREE IN BACKYARD FACING LAKE
- ⑤ ON EYE OF HOUSE ON SOUTH SIDE OF HOUSE
- ⑥ CEILING OF BACK PATIO ABOVE BAR
- ⑦ CEILING OF BACK PATIO FACING POOL
- ⑧ PULSE DOOR BELL CAMERA

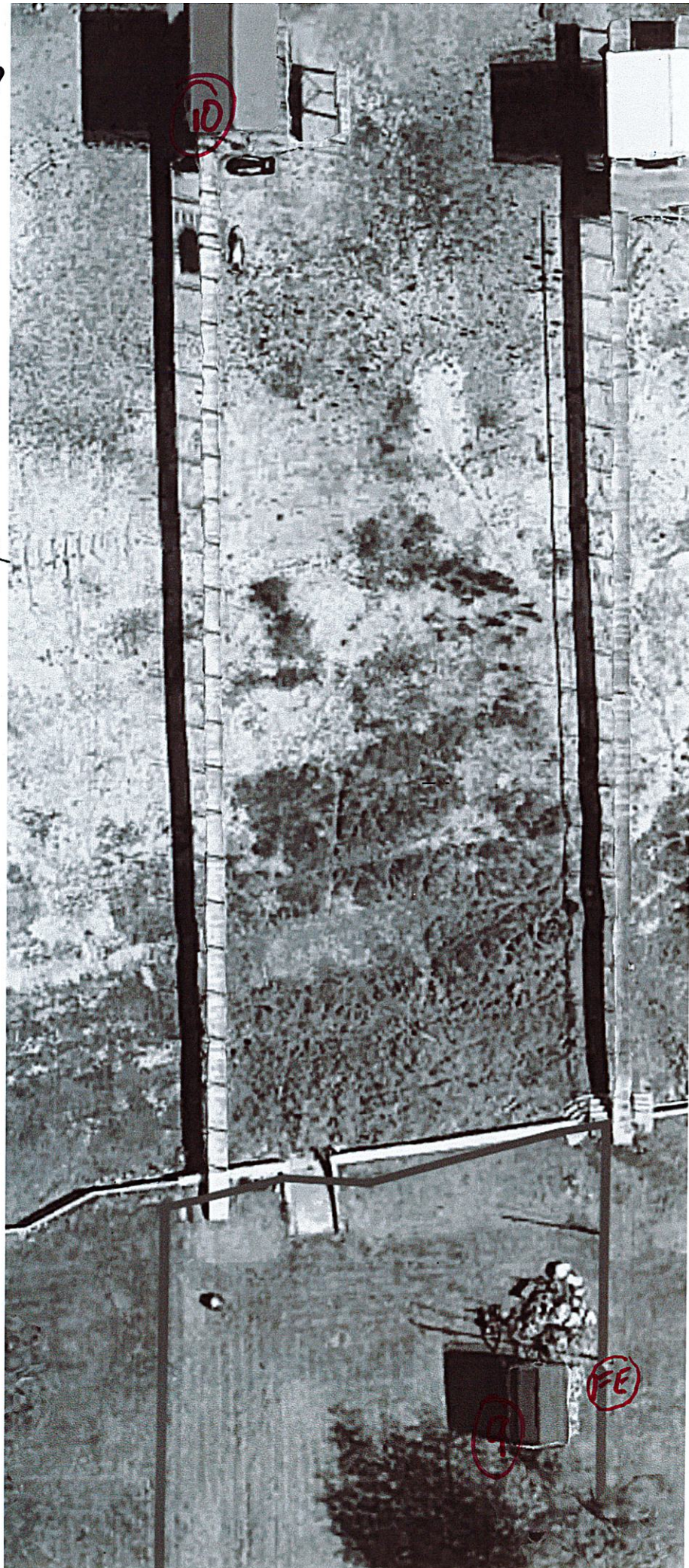


120 N
BROADWAY
AZLE, TX

① ON SHED
FACING LAKE
+ DOCK

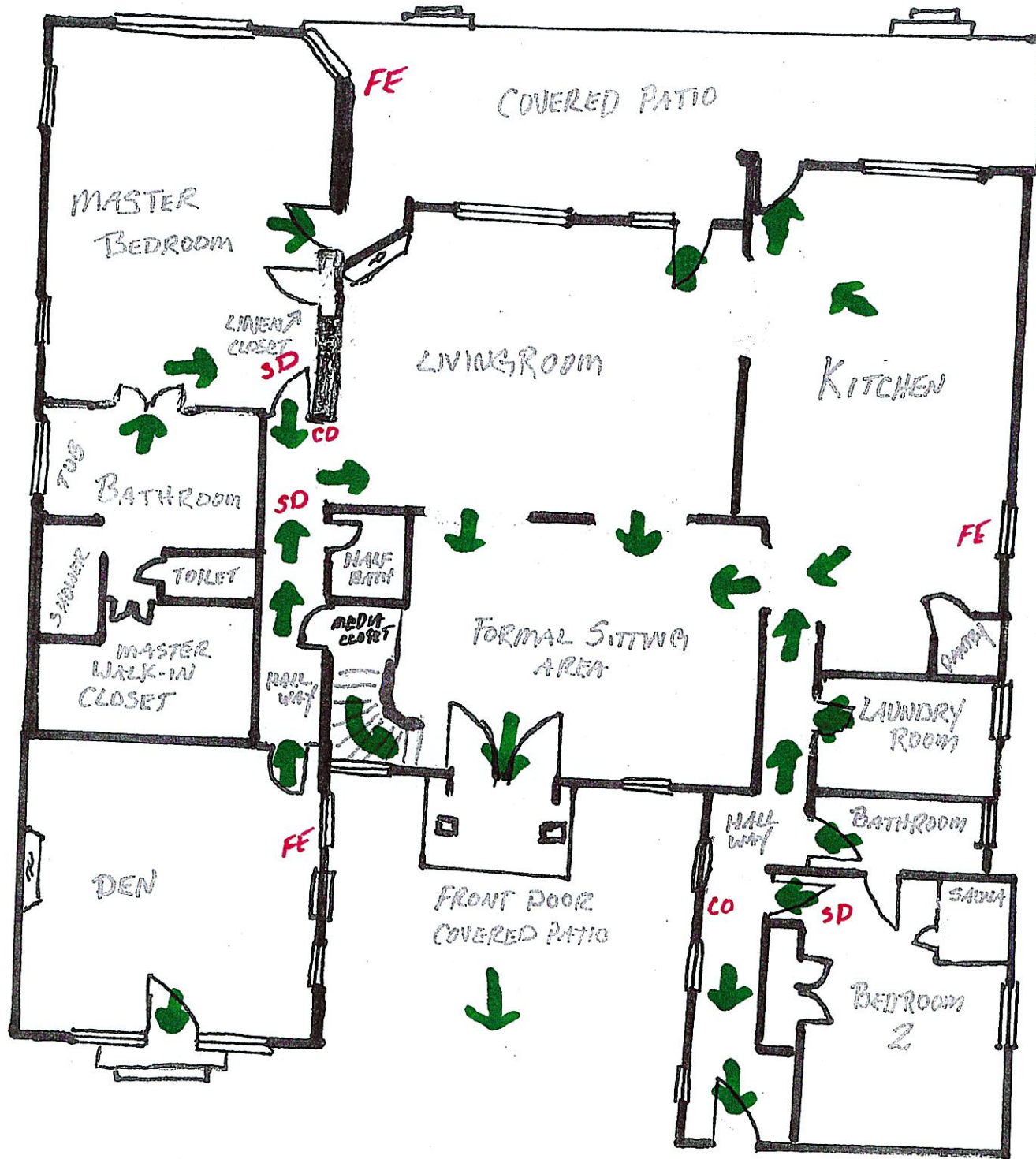
② ON BOAT
DOCK FACING
BOAT







FE FIRE
EXTINGUISHER




FIRST FLOOR

FIRE/SAFETY LIFE PLAN LAYOUT



- WINDOWS - 
- DOORS - 
- FIREPLACE - 
- STAIRS - 
- BANNISTER - 
- OUTSIDE STAIRS - 


- SMOKE DETECTOR - SD
- CARBON MONOXIDE - CO
- FIRE EXTINGUISHER - FE
- EVACUATION ROUTE - 

(ASSEMBLY POINT - END OF DRIVEWAY)

WINDOWS - 

BANNISTER - 

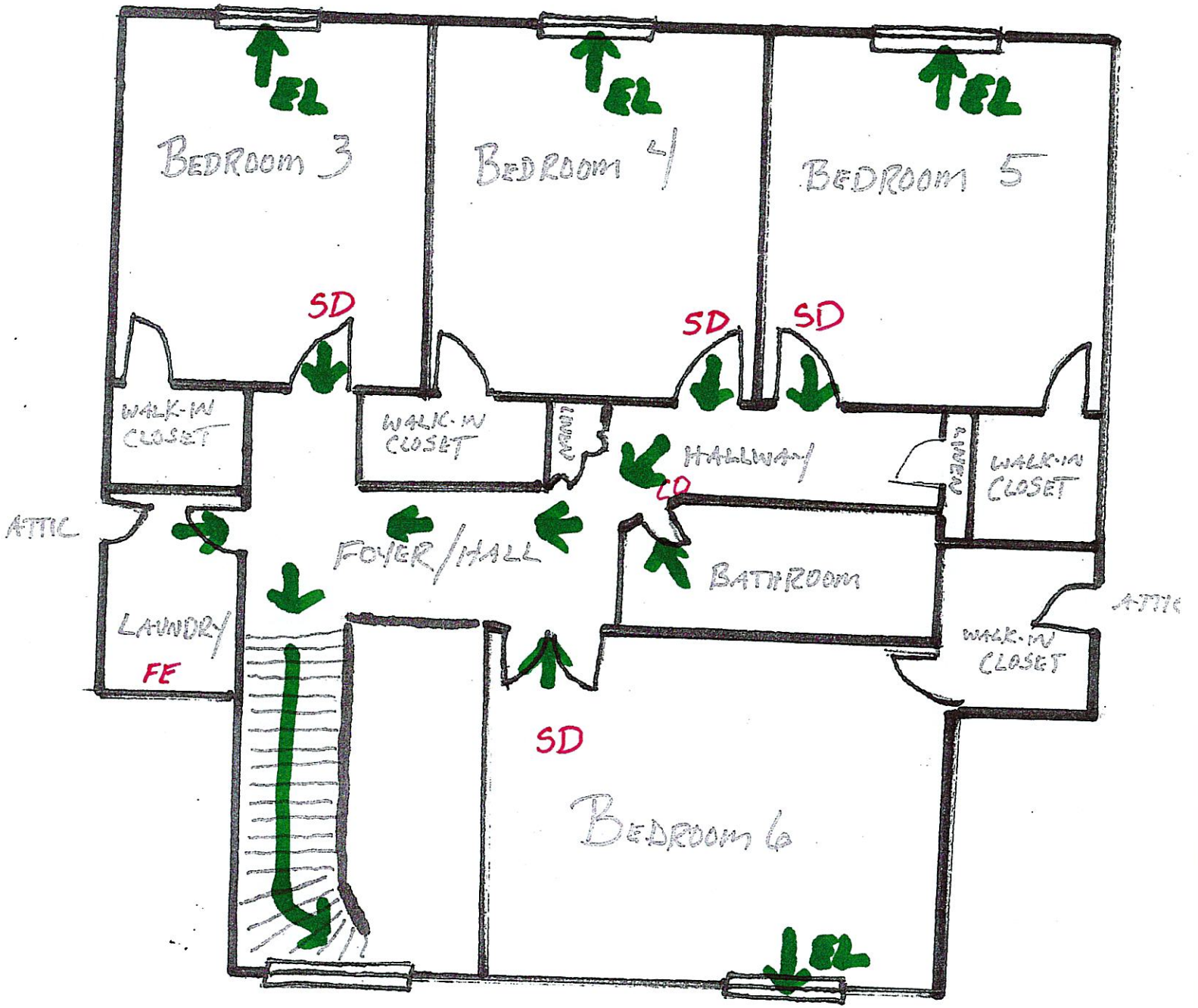
DOORS - 

STAIRS - 

SD - SMOKE DETECTOR
CO - CARBON MONOXIDE
FE - FIRE EXTINGUISHER
EL - ESCAPE LADDER

SECOND FLOOR

FIRE/SAFETY/LIFE PLAN LAYOUT



SD - (4)
BEDROOM 3-4-5-6

EL - (4)
BEDROOM 3-4-5-6

FE - (1)
LAUNDRY

CO - (1)
HALL



-Welcome To Waters Edge Retreat-

Occupant Packet:
120 N Broadway-Azle TX, 76020



Photo Taken At Waters Edge Retreat

Owner/Hosts: Tammy & Johnny Layden
Emergency Contact (24/7): 682-999-5409

Emergency Contacts

Fire / Police / Medical: 911

Azle Fire Department (Non-Emergency): 817-444-3221

Local Hospital: 817-444-8600



*Thank You For Choosing
Waters Edge Retreat!
682-999-5409*

~House Rules~

**(These are not all the rules-
Please see all rules in this welcome
binder/app/guest contract)**

No smoking/vaping indoors, on the front porch, back patio, or within 12 feet of all doors

No candles or open flame

Do not tamper with safety equipment

~Fire & Life Safety~

Smoke detectors are installed in each bedroom and hallway on all levels

Carbon monoxide detectors are installed outside sleeping areas
ABC-rated fire extinguishers are located in the kitchen, laundry room upstairs, back porch and on the backyard shed. (4)

Portable safety escape ladders are located in the closet of each upstairs bedroom. (4)

~Evacuation Plan~ (See Attached Floor Plan Diagram)

Primary Exit: Front entrance of the home

Secondary Exit: Rear Doors(3) Backdoor (garage) Den Door
(Exits are clearly marked on floor plan/evacuation plan)

Assembly Point: End of driveway

~Parking Rules (Per City of Azle Ordinance)~

All guest parking must be accommodated on the property only.
Street parking is not permitted at any time. Guests must park **ONLY** in designated driveway and garage spaces.

NO parking on the grass.

(See diagram in this packet.)

~Note to Guests~

Floor plans, parking diagrams, and evacuation plan/safety layouts are provided as part of the property information and are available on-site, in this welcome packet and digitally.

~Safety Doorhandles/Latches~

Please take note that all doors with back patio access, facing the pool and lake area, have “safety door handles” in place as a precaution for children. The doors are as follows: Kitchen Patio Door, Living Room Patio Door and the Master Bedroom Patio Door.

To close (lock) these handles, lift up on the handle and lock. The doors do not lock automatically.

A safety latch is located on each of these doors as well. Simply lift up and flap the latch over before opening the door and back when you lock it.

~Outdoor Warning Sirens~

The City of Azle tests their outdoor warning siren system the first Wednesday of every month at 1 p.m.

These tests will be conducted only if no emergency or threatening weather exists at the time. There are six sirens located throughout the city; Charles St, Shoreline Dr, Jackson Trail (Cross Timbers Elementary), South Stewart (Cross Timbers Golf Course), 1000 Stribling Dr (Shady Grove Park) and SH 730 N & Commerce St (Azle Water Tower).

An Outdoor Warning System consists of multiple sirens designed to alert and notify citizens of emergencies in “OUTDOOR AREAS”. In Azle, residents can be exposed to a variety of emergencies, including weather related events such as tornadoes or flooding, hazardous materials accidents and other catastrophic events. The Outdoor Warning Sirens will be used in the event the public needs to be notified of these situations. This is why we don't simply call them "tornado sirens.”

(Continued...)

Citizens that are indoors should not mistakenly wait to hear a siren as their only source of warning information; turn on a television, radio or NOAA Weather radio for more specific community-related information.

Any of the following are factors to consider as minimum activation guidelines for the City of Azle:

1. The National Weather Service issues a Tornado Warning or Severe Thunderstorm Warning with the phrase “Destructive winds in excess of 73 mph (or higher) are likely with this storm” in your immediate area.
2. Reported hail of 1” in diameter or greater.
3. Any other emergency as directed by the community’s elected officials.

~Remember!~

Just because the sirens are no longer sounding, does NOT mean the danger has passed! Sirens are activated to alert people outside to seek shelter, once an individual seeks shelter, they need to listen carefully to the instructions from the media and/or from your personal indoor warning system for the “all clear.” For more information, check out the quick link here: Please visit <https://www.cityofazle.org/566/Outdoor-Warning-Sirens>)



*Thank You For Choosing
Waters Edge Retreat!
682-999-5409*

Fire / Life / Safety Floor Plan
120 N Broadway-Azle, TX 76020
(See attached floor plan)

This annotated floor plan applies specifically to **120 N Broadway, Azle, TX**. Annotations correspond directly to the Fire/Safety Life Plan layout and designated parking diagram provided for this property.

Area / Room Safety Device Annotated Placement:

Master Bedroom SD Ceiling-mounted smoke detector
Bedroom 2 SD Ceiling-mounted smoke detector
Bedroom 3 SD Ceiling-mounted smoke detector
Bedroom 4 SD Ceiling-mounted smoke detector
Bedroom 5 SD Ceiling-mounted smoke detector
Bedroom 6 SD Ceiling-mounted smoke detector

Hallways outside bedrooms-SD + CO Smoke detector and carbon monoxide detector centrally located

Kitchen- FE ABC-rated fire extinguisher in kitchen
Upstairs- FE ABC rated fire extinguisher mounted in laundry room
Back Patio- FE ABC rated fire extinguisher behind bar
Backyard Shed- FE ABC rated fire extinguisher mounted in enclosed case

Front Door - EXIT Primary Exit
Living Room Patio - EXIT Secondary Exit
Kitchen Patio - EXIT Secondary Exit
Master Bedroom Patio Door - EXIT Secondary Exit
Garage Door - EXIT Secondary Exit
Den Patio Door - EXIT Secondary Exit
Upstairs - EXIT Secondary Exit Foldable Escape Ladders for window use are stored in each bedroom closet
Exterior – Driveway AP Assembly point at end of driveway

~Houseplan Legend~

(Located in this welcome packet)

SD = Smoke Detector = 8 Total

CO = Carbon Monoxide Detector = 3 Total

FE = Fire Extinguisher (ABC-rated) = 4 Total

EXIT = Exit Door

AP = Assembly Point

6 main exits

1 main assembly point

This annotated floor plan is provided in compliance with City of Azle Short-Term Rental fire and life safety documentation requirements.

~Evacuation Routes & Flood Information~

Property Address: 120 N Broadway - Azle, TX 76020

FEMA Flood Map Information-

According to FEMA Flood Insurance Rate Map (FIRM) data, this property is shown on flood map panel 48439C0020K with an effective date of September 25, 2009. This panel represents the official FEMA flood hazard designation currently in effect. Flood risk may still exist outside mapped high-risk zones, particularly during heavy rainfall events.

~Recommended Evacuation Routes~

• Primary Route: Exit on Broadway (left) to Lakeview Drive (right) and travel toward State Highway 199 (Jacksboro Highway). Proceed east or southeast toward Fort Worth as directed by emergency officials.

(Continued...)

• **Secondary Route:** Exit Broadway (right) Turn (left) onto Westlake Gardens. Turn (right) onto Lakeview Drive and connect to FM 730. Travel south to access the broader Fort Worth-area roadway network.

• **Alternate Route:** (West): If directed away from the lake or metro area, use State Highway 199 westbound turn on FM-730 toward Weatherford.

Important Notes

- Always follow evacuation instructions issued by the City of Azle, Parker County, or Tarrant County emergency management.
- Check real-time road closures before evacuating.
- Flood insurance is not typically included in standard homeowners policies.



*Thank You For Choosing
Waters Edge Retreat!
682-999-5409*

~Check-In Procedures~

• Check-in is at 4:00pm •

Early check-in requires request and approval.
(Please message host to inquire.)

• Gate Codes & Door Codes •

Gate and door codes will be sent via the Welcome App, Email and via Text prior to check-in the day of your scheduled arrival.

• Welcome Packet •

Everything you need to know is carefully outlined in this welcome packet.

Feel free to text or message on the app if there is something specific you are looking for. We are here to help and make your stay incredible! **682-999-5409**

We have listed highlights on the local restaurants, along with some discount offers! Check out our local faves!

Local shopping, dining, coffee, wineries and fun events are listed for your convenience and the enjoyment of our town. Please see the tab for “Local Dining/Shopping/Events.”

Lake events, lake front restaurants and pontoon/jet ski rentals are located under the “Lake Events” tab.

We have also listed shopping, dining, events and venues under the “Area Dining/Shopping/Events” tab.

• Walk-Through •

Please do a careful walkthrough upon arrival. We use a cleaning crew, and sometimes items or things may get overlooked. Please take pictures of anything that is not cleaned, looks to be out of place or is damaged to the point that it is unusable. Send those via text immediately to me. 682-999-5409

• Walk Through • (continued)

If there is something that needs to be addressed, please take a picture and message us in the Airbnb app and via text directly at **682-999-5409 immediately**. We will make every effort to replace an item or have an area left unclean to be cleaned so that your stay is not interrupted. Our goal is **YOU** and to make your stay as perfect as possible!



*Thank You For Choosing
Waters Edge Retreat!
682-999-5409*

~Check-Out & Cleaning Procedures~

• Check-out is at 11:00am •

You may request a late check-out in advance, for a fee. We cannot guarantee approval, as the home may be booked. The cleaning crew arrives within 30 minutes after check-out.

- Please make sure any dishes that you have not already washed are put in the dishwasher and the cycle has been started before leaving. We ask no dishes be left in the sink.

- Please **DO NOT LEAVE ANY FOOD OR DRINKS!**

All items must be discarded in the trash!

INSIDE: PANTRY, MICROWAVE, OVEN, FRIDGE, FREEZER, DRAWERS, ALL TRASH CANS.

OUTSIDE: BAR, FRIDGE, ALL SITTING AREAS, PATIO & PICNIC TABLE FURNITURE, GRILL AREA, DOCK, LAKESIDE SITTING AREA, PATIO TRASH CAN.

• TRASH •

Trash Collection Days Are *Tuesday & Friday* Morning

Trash receptacles are located in the garage (see your Welcome Binder for location) for any trash that needs to be taken out during your stay. Please break down any large boxes before placing them in the receptacles. Please remove all trash from inside the property, including bathrooms, at check-out.

Garbage must be placed at curbside by 7:00 am to ensure pick up and may not be placed for collection earlier than 7:00 pm the day before the scheduled day for collection.

Please place all trash in the city approved and provided receptacles, **no bags or large items left on the curb.**

• Backyard Maintenance •

If the grill is used, we kindly ask you to clean up after use. Scrape the grill down after each use. We do ask that all trash or items left out on the lawn be put back as found or trash into bags and put in the trash collection receptacle. Not doing so will result in an extra cleaning fee if the cleaning crew has to clean up the yard, or provide additional cleaning of items such as grill. If any outdoor furniture has been moved, please place it back where it was upon arrival.

• Furniture/Floats/Games •

Please be sure to place the outdoor games and floats back on the patio in the designated area where it is found. If any furniture has been moved, please place it back where it was upon arrival.

• Air Conditioning/Heating •

We ask you to keep it between 65-80 degrees as anything outside of these ranges could cause damage. Upon check-out you may leave it at 72 degrees, cool for most months (unless its winter and super cold outside) and on auto for the fan speed.

• Bedding/Towels •

Please make sure all beds that are used have the sheets and blankets removed and put into the corner of the room, all used towels are to be left in bathrooms in a pile.
PLEASE DO NOT LEAVE ANY LAUNDRY IN THE LAUNDRY ROOM OR WASHER OR DRYER.

• Toys/Games/Books •

Please make sure any toys or games that are used during your stay are wiped down and placed back on the shelves as these are items that can become sticky and sometimes ruined or lost.

• Gate & Garage Openers •

Please make sure all gate openers and garage openers are put back on the kitchen island, and that you lock all doors, including the front door on your way out. Unreturned gate/garage openers result in a \$75 fee per item.



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~House Rules~

We kindly ask EACH guest to read our house rules carefully and keep them in mind during your stay.

Violation of any rule will result in a cancellation of your reservation, and exit from the premises with no refund.

**Please treat our home as you would your own!
We want to keep the property beautiful for the next guests, your next stay and for many years to come!**

- No unregistered guests are allowed. All guests must be registered prior to check-in. (There is a fee for additional guests per rental contract) **MAXIMUM OCCUPANCY IS 12!**

THIS IS OUR CITY LAW AND IS STRICTLY ENFORCED, ANY VIOLATION WOULD CAUSE US TO LOSE OUR LICENSE AS HOSTS.

- No parties or events allowed. Please treat our home as you would your own to preserve it's condition for future guests and your return! This ensures that you can enjoy the property and that our neighbors can enjoy theirs as well.

If you need to have an event, please let us know. We have an extensive list of local venues, caterers, florists, etc. for your event needs.

- No fireworks are allowed on the property per Azle City Limits Ordinance Article 5.06.001.

(Azle City Ordinance listed in the welcome packet)

- No pets allowed. (ADA Service Dogs are allowed but must be disclosed in the booking contract) **NO CATS** are allowed as the owner has a severe allergy. (**Violation is a \$500 cleaning fee.**)

- No smoking or vaping inside, on the front or back porches or within 12 feet of all doors. **(Violation is a \$500 cleaning fee)**
- No glass on the back pool deck around the pool and hot tub areas. We have provided nice safe dishes for your outdoor use.
- No running or diving in the pool, hot tub, or off of the dock. No running on the pool deck! **It is very slippery when wet.** Signs are posted for your safety. Please use caution!
- Please be sure to close the hot tub cover *immediately* after use. This keeps the spa clean and heated. Do not change the set temperature on the spa/hot tub.
(See additional information in the welcome packet.)
- Children **must be attended by an adult** when using the pool, hot tub or on the dock.
- No children are allowed in the sauna for safety reasons. Adults should contact their physician prior to use, if you have any medical conditions.
- Please don't eat or drink (water is acceptable) in the bedrooms, or near the baby grand piano.
Spilled drinks or food will result in an extra cleaning/damage fee.
- Please respect the noise levels. The city of Azle has outlined in the ordinances. Our neighbors don't hear us and we don't hear them, let's keep it that way so everyone enjoys this beautiful lake and property! *(Azle City Ordinance is in this welcome packet)*
- Please respect check-in and check-out times. The cleaning crew arrives immediately, within 30 minutes of check-out.
(Refer to rental contract for additional clarification)

- Please do not tamper with or unplug the wi-fi devices.
- Please take care of the furnishings. We have provided the most comfortable furnishings for your stay.

Please treat our home the way you would treat your own!

You must pay for damage caused by you or anyone in your group per the rental contract.

- Laundry rooms. We have a full laundry room upstairs and downstairs. If you would like to wash towels or linens, we ask that the linens & towels are washed on the floor they are kept on and kept separately. This helps keep the correct linens for the correct beds and not be confusing for our cleaning team.
- Please wash colored or whites separately. Please wash beach towels separately from bath towels. **NO BLEACH allowed.**
- Please do not allow children to play on the baby grand piano. It is for adults who are serious or learning piano players.
- Please don't move or rearrange the indoor furniture.
- Please clean any dishes used and please do not leave anything in the sink at check out.
- No illegal substances allowed on the premises.
- No feminine hygiene products or wipes ***of any kind*** in the toilets. **Toilet paper ONLY!** (See rental contract for further information)
- Cameras are on the property for insurance and safety purposes. There are **NO** indoor cameras.
(See attached diagram for camera locations)



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• Azle City Ordinances •

Conduct on premises:

Each short-term rental owner, operator, and occupant shall comply with all requirements of the city code. Owners and/or operators shall be responsible for informing occupants of all relevant city codes and occupants' liability for violations of same. In addition, the following shall be unlawful: (1)

Conduct involving the use of amplified sound or radios, phonographs, or musical instruments between the hours of 7:00 p.m. and 7:00 a.m., excessive noise, or other disturbances outside the short-term rental structure that would violate Chapter 8, Article 8.03 of the code, including, but not limited to, the following outside areas: decks, portals, porches, balconies, patios, hot tubs, pools, saunas, or spas; (2) Sleeping outdoors; (3) Placing, or allowing to be placed, waste or recycling receptacles at the designated pickup location prior to 7:00 p.m. on

the day prior to the scheduled pickup, or otherwise in violation of Chapter 13, Article 13.08 of the code; (4) Advertising, promoting, or operating a special event, or permitting the advertising, promotion, or operation of a special event (including, but not Page 6 limited to, a banquet, wedding, reception, reunion, bachelor or bachelorette party, concert, or similar activity that would assemble large numbers of invitees) to be held on the premises; and (5) Using or permitting the use of the short-term rental for the purpose of: housing sex offenders; operating a structured sober, recovery, or other purpose living home or similar enterprise; selling illegal drugs; selling alcohol or another activity that requires a permit or license under the Alcoholic Beverage Code; or operating as a sexually oriented business.

• Parking Per City Ordinance •

Parking is restricted to the number of ***off-street parking spaces*** associated with the residential structure, either in the driveway and garage or by location or number assigned to a specific unit. It shall be unlawful for an occupant or invitee of an occupant to park a motor vehicle on a residential street adjacent to or near a short-term rental. All motor vehicles are further subject to the parking requirements of chapter 12, article 5 of the code.

Failure to conform to the occupancy and parking requirements constitutes a violation of the code and an occupant or visitor may be cited.

Ordinance section 4.11.004 (j) (6-7) specifically identifies that this item must be included in your occupant packet.

Please refer to the Welcome Binder/App/Rental Contract for check out procedures. Not following them could result in an extra charge. Thank you for understanding.

*We hope you enjoy your stay at Waters Edge Retreat!
We strive to earn your 5 star review and will kindly leave you one in return! Please do not hesitate to contact us if you are in need of anything! 682-999-5409 We want you to be as comfortable and happy as possible.*

We would LOVE to host you again! If you refer anyone, your referral will receive a discount on their booking and you will receive a discount on your next stay with us! -Tammy & Johnny



*Thank You For Choosing
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ORDINANCE NO. 2025-06

AN ORDINANCE OF THE CITY OF AZLE, TEXAS, AMENDING CHAPTER 4, "BUSINESS REGULATIONS," OF THE CODE OF ORDINANCES, CITY OF AZLE, TEXAS, TO CREATE AN ARTICLE DEFINING AND GOVERNING THE STANDARDS AND REQUIREMENTS FOR SHORT-TERM RENTALS; AMENDING APPENDIX A, "FEE SCHEDULE," TO PROVIDE FOR ADMINISTRATIVE FEES ASSOCIATED WITH THE PERMITTING AND INSPECTION OF SHORT-TERM RENTALS; AMENDING CHAPTER 14A, "ZONING ORDINANCE," TO IDENTIFY SHORT-TERM RENTALS AS A PERMITTED USE IN ZONING DISTRICTS WITH RESIDENTIAL USES, SUBJECT TO CERTAIN CONDITIONS, AND TO AUTHORIZE THE BOARD OF ADJUSTMENT TO HEAR SPECIAL EXCEPTIONS IN CERTAIN CIRCUMSTANCES; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATION; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Azle, Texas (the "City"), is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City Council of the City ("City Council"), recognizes the City's proximity to tourist destinations in the Dallas-Fort Worth Metroplex, including nearby Eagle Mountain Lake; and

WHEREAS, in the City and elsewhere, the increase in the number of persons or entities desiring to rent their residential properties has led to the proliferation of transient and vacation rental uses within neighborhoods previously planned, approved, and constructed for solely residential use; and

WHEREAS, the use of residential properties by individuals for short periods of time may negatively impact the original residential character of neighborhoods that was an inducement for owners to buy their homes in such neighborhoods due, in part, to substituting permanent residents with transient visitors and thereby reducing or eliminating common goals, cohesiveness, communication, and accountability between permanent residents; and

WHEREAS, the regulation of the use and operation of such "short-term rental" property is intended to prevent the further erosion of pre-existing and stable neighborhoods, and further advance the City Council's commitment to preserving the residential character of its neighborhoods; and

WHEREAS, the rise of substitute land uses for residential property contributes to

the shortage of affordable housing for both homeowners and long-term renters; and

WHEREAS, the proliferation of unregulated short-term rentals presents fire and structural safety concerns that are not applicable to structures used for permanent occupancy but are deemed necessary to accommodate guests who, as visitors to the City, will rely on City emergency services in the event of a crisis; and

WHEREAS, the City has received numerous complaints from neighbors seeking to resolve issues with parking, noise, and other adverse effects related to the operation of short-term rentals in residential areas; and

WHEREAS, the purpose of the regulations set forth herein is to provide a procedure to allow the rental of private residences to visitors on a short term basis, while ensuring that such rental use does not cause adverse impacts to residential neighborhoods due to the intensive nature of the use creating excessive traffic, noise, density, and other adverse effects, and additionally to ensure that the number of occupants within such rental units do not exceed the design capacity of the structure causing health and safety concerns, and that minimum health and safety standards are maintained in such units to protect visitors from unsafe or unsanitary conditions; and

WHEREAS, the City Council has reviewed data and information from other cities' experiences with short-term rentals and used this data and information to develop a regulatory structure suitable for the circumstances within the City; and

WHEREAS, the City Council finds and determines that regulations related to short-term rental uses should be adopted to define short-term rentals, establish standards for operation and appropriate review processes applicable to short-term rentals, and establish commensurate permitting and inspection fees; and

WHEREAS, the Planning and Zoning Commission of the City held a public hearing on April 17, 2025, and the City Council held a public hearing on May 20, 2025, with respect to the short-term rental regulations described herein; and

WHEREAS, the City Council finds that regulating the short-term rental of residential property is necessary for promoting the health, safety, and welfare of the general public, ensuring consistency in land uses and development, and protecting the rights of property owners, residents, and visitors in the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AZLE, TEXAS, THAT:

SECTION 1.

Chapter 4, "Business Regulations," of the Code of Ordinances, City of Azle, Texas, ("the Code") is hereby amended by adding a new Article 4.11 to read as follows:

"ARTICLE 4.11. SHORT-TERM RENTAL

§ 4.11.001 **Purpose.**

The purpose of the regulations set forth herein is to provide a procedure to allow the rental of private residences to visitors on a short term basis, while ensuring that such rental use does not create adverse impacts to residential neighborhoods due to excessive traffic, noise, density, and other adverse effects, and additionally to ensure that the number of occupants within such rental units do not exceed the design capacity of the structure causing health and safety concerns, and that minimum health and safety standards are maintained in such units to protect visitors from unsafe or unsanitary conditions.

§ 4.11.002 **Definitions.**

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bathroom. Enclosed space containing one or more bathtubs, showers, or both, as well as one or more toilets, lavatories or fixtures serving similar purposes.

Bedroom. A room with a closet that is used or intended to be used for sleeping purposes and not as a kitchen, bathroom, living room, closet, hallway, utility space, entry way, garage, patio, breezeway, or other purpose.

Block. A tract of land bounded by streets, or a combination of streets, public parks, railroad rights-of-way, shorelines of waterways, or corporate limits.

Block face. The portion of a block abutting one side of a street and lying between the two nearest intersecting or intercepting streets, or between the nearest intersecting or intercepting street and another boundary such as a railroad right-of-way, unsubdivided land, watercourse, or municipal boundary. A corner lot shall be part of the block face parallel to the lot's front lot line.

Code or city code. The Code of Ordinances, City of Azle, Texas.

Department. The planning and development department of the city.

Director. The director of planning and development of the city or their designated representative.

Fire marshal. The fire marshal of the city or their designated representative.

License. The license issued pursuant to the terms of this article authorizing the operation of a short-term rental.

Occupant. The person(s) who have lawfully obtained the exclusive use and possession of the short-term rental premises from the owner and/or operator, and the guest(s) of such

person(s).

Operator. The owner or local responsible party tasked with managing a property operating as a short-term rental on behalf of the owner.

Owner. The individual or entity that owns a property operating as a short-term rental.

Short-term rental. The rental for compensation, of any structure, or a portion of a structure, located within a zoning district which such use is lawful, for the purpose of overnight lodging for a period of less than thirty (30) days. A short-term rental shall not include a hotel or motel.

§ 4.11.003 Short-term rental permit application.

It shall be unlawful for any owner, operator, or other person to advertise, offer to rent or rent, lease, sublease, license or sublicense a property within the city as a short-term rental for which a specific use permit application has not been properly made in accordance with Section 32 of Exhibit 14A of the Code, and an annual operator's license issued. A specific use permit application shall be made in accordance with Section 32 of Exhibit 14A of the Code and shall also specifically include the following minimum information:

- (1) The name, address, contact information, and signature of the owner of the premises (or signed owner authorization, on a form provided by the city);
- (2) The name, address, and phone number of a twenty-four (24)-hour contact;
- (3) The registration number for the city hotel occupancy tax as required by Section 4.11.004 (m), below;
- (4) A parking plan of the premises identifying the location and quantity of parking spaces to be used in conjunction with the short-term rental.
- (5) A dimensioned floor plan of the proposed short-term rental identifying the proposed maximum number of occupants, bedrooms, other living spaces, location of safety features, and emergency evacuation routes;
- (6) The name, contact information, and rules for the applicable homeowners' association (HOA), if any;
- (7) Proof of liability insurance, which shall meet the following minimum requirements:
 - (A) The city, its officials, employees, agents and officers shall be named as an "additional insured" on all policies;
 - (B) The policy should provide a minimum liability coverage of \$1,000,000 (one million dollars); and

- (C) Each policy shall be endorsed to provide the city with a minimum of a thirty (30)-day notice of cancellation, non-renewal, and/or material change in policy terms or coverage; provided, however, a minimum ten (10) days' notice shall be required in the event of non-payment of premium;
- (8) A current tax certificate(s) indicating all taxes for the subject property have been paid to the current year (available from the Appraisal District for the county in which the property is located). Tax statements printed from the Tarrant or Parker County website (pdf) are acceptable in lieu of the original certificate(s);
- (9) A copy of the proposed host rules for the short-term rental, including a statement identifying the description and location of safety features described in section 4.11.004(e); and
- (10) A statement that the owner of the short-term rental complies with and will continue to comply with the standards and other requirements of this article, as well as all applicable standards and other requirements of the code.

§ 4.11.004 **Regulations.**

- (a) Maximum stay; minimum stay. It shall be unlawful for an owner to rent or lease a short-term rental for a period of more than twenty-nine (29) days or less than twenty-four (24) hours.
- (b) Occupancy. The maximum number of persons permitted to stay in a short-term rental is limited to two (2) persons per bedroom, plus two (2) additional persons; however, no short-term rental shall permit the cumulative total number of occupants to exceed twelve (12) persons.
- (c) Parking restrictions. Parking is restricted to the number of off-street parking spaces associated with the residential structure, either in the driveway and garage or by location or number assigned to a specific unit. It shall be unlawful for an occupant or invitee of an occupant to park a motor vehicle on a residential street adjacent to or near a short-term rental. All motor vehicles are further subject to the parking requirements of chapter 12, article 5 of the code.
- (d) Access to basic sanitation. Each bedroom of a residence or portion of a residence used as a short-term rental must provide interior access to a bathroom, such that an occupant shall have access to a bathroom without exiting the residence, regardless of whether such bathroom is private or shared.
- (e) Life safety.
 - (1) The short-term rental must be equipped with:

- (A) Working smoke alarms, meeting the requirements of Section 92.254 and 92.255 of the Texas Property Code, with a minimum of one (1) on each floor or level and one (1) in each room used as a bedroom; and
 - (B) A minimum of one (1) working carbon monoxide detector on each floor or level if the premises are equipped with natural gas, propane, fire place/ or heating stove, and/or an attached garage; and
 - (C) A minimum of one (1) 2A:10B:C type fire extinguisher (a standard five-pound extinguisher) available on each floor, inspected annually in accordance with the International Fire Code and tagged by a third-party inspector.
- (2) All gas appliances shall be properly ventilated outside the home.
 - (3) Emergency escape openings shall comply with the city's currently adopted International Residential Code (IRC), with at least one (1) emergency escape opening for each bedroom opening directly to the outdoors.
 - (4) An evacuation plan shall be posted in each bedroom.
 - (5) Any room that does not comply with this subsection (e) shall not be used as a bedroom, and where equipped with a door, shall remain locked at all times when the dwelling is being used as a short-term rental. Any non-compliant bedroom shall not be included in the maximum occupancy calculation for the short-term rental, nor be advertised as a bedroom.
- (f) Conduct on premises. Each short-term rental owner, operator, and occupant shall comply with all requirements of the city code. Owners and/or operators shall be responsible for informing occupants of all relevant city codes and occupants' liability for violations of same. In addition, the following shall be unlawful:
- (1) Conduct involving the use of amplified sound or radios, phonographs, or musical instruments between the hours of 7:00 p.m. and 7:00 a.m., excessive noise, or other disturbances outside the short-term rental structure that would violate Chapter 8, Article 8.03 of the code, including, but not limited to, the following outside areas: decks, portals, porches, balconies, patios, hot tubs; pools, saunas, or spas;
 - (2) Sleeping outdoors;
 - (3) Placing, or allowing to be placed, waste or recycling receptacles at the designated pickup location prior to 7:00 p.m. on the day prior to the scheduled pickup, or otherwise in violation of Chapter 13, Article 13.08 of the code;
 - (4) Advertising, promoting, or operating a special event, or permitting the advertising, promotion, or operation of a special event (including, but not

limited to, a banquet, wedding, reception, reunion, bachelor or bachelorette party, concert, or similar activity that would assemble large numbers of invitees) to be held on the premises; and

- (5) Using or permitting the use of the short-term rental for the purpose of: housing sex offenders; operating a structured sober, recovery, or other purpose living home or similar enterprise; selling illegal drugs; selling alcohol or another activity that requires a permit or license under the Alcoholic Beverage Code; or operating as a sexually oriented business.
- (g) Signage. On-premise signage advertising or identifying the short-term rental shall not be permitted.
- (h) Advertising. The owner and/or operator shall not advertise or promote, or allow another to advertise or promote, the short-term rental without including the occupancy limits, parking standards, and city license number for the listing.
- (i) Local contact. An owner and/or operator must designate the name and contact information of a representative who shall be the local responsible party who can be contacted regarding immediate concerns and complaints from the public. Said individual must be available in person or by phone at all times while occupants are on the premises of the short-term rental. If called, said individual must be able to, and shall, be present at the premises within one (1) hour of receiving a call from the planning director. A local contact must be authorized to make decisions regarding the premises and its occupants.
- (j) Occupant notification packet. The owner and/or operator shall post in a conspicuous location of the short-term rental premises a packet containing, at a minimum, the following information:
 - (1) Maximum number of occupants;
 - (2) Location of required off-street parking, other available parking and prohibition of parking on unapproved surfaces as provided by Section 12.05.008 of the code;
 - (3) Quiet hours and noise restrictions;
 - (4) List of HOA rules, if applicable;
 - (5) Twenty-four (24)-hour local contact person and phone number;
 - (6) Property cleanliness requirements;
 - (7) Waste pick-up requirements, including location of waste and recycling receptacles;

- (8) Flooding hazards and evacuation routes, as well as information on the emergency siren system and other safety features;
 - (9) Emergency and non-emergency numbers; and
 - (10) Notice that failure to conform to the occupancy and parking requirements constitutes a violation of the code and an occupant or visitor may be cited.
- (k) Rental agreement notification. The rental agreement between the owner and/or operator of the short-term rental and the occupant shall include, by attachment, all of the information provided in the occupant notification packet.
- (l) Changes in ownership. The purchaser of a short-term rental shall provide the director with current application materials required by Section 4.11.003, revised to include any new information associated with the change in ownership, within thirty (30) days of the closing date for the purchase of the short-term rental. Since a license is non-transferable pursuant to section 4.11.005, the purchaser shall also remit a license renewal fee as described in Appendix A of the code.
- (m) Hotel occupancy taxes. The owner and/or operator of the short-term rental property shall register with the city finance department to pay hotel occupancy taxes prior to the date that the short-term rental license application is submitted, and the owner and/or operator must remit all applicable hotel occupancy taxes in a timely manner pursuant to applicable laws.
- (n) Request for occupancy history. Upon request of the director, the owner of a premises used as a short-term rental shall remit, within thirty (30) days, an accounting of all rental activity and the hotel occupancy taxes paid therefor.
- (o) Right to inspect premises.
- (1) Inspections. The fire marshal or building official shall perform periodic inspections of each short-term rental property to ensure compliance with this article and other applicable laws. For the purpose of performing inspections, the fire marshal or building official may enter, examine, and survey, at all reasonable times, all buildings, dwelling units, guest rooms, and the premises used as a short-term rental property. An owner and/or operator may refuse to consent to an inspection conducted by the fire marshal. If consent is refused, the fire marshal may seek an administrative search warrant authorized by Article 18 of the Texas Code of Criminal Procedure and the city code. No license for operating a short-term rental shall be issued until the premises successfully passes such inspection.
 - (2) Types of inspections. The city may perform the following inspections:
 - (A) Initial and renewal inspections. The fire marshal or building official may perform an initial inspection of the short-term rental property upon

application for a license, as well as inspections of the short-term rental property upon application for license renewal.

- (B) Repeat inspections. If, upon completion of an inspection, the premises are found to be in violation of one or more provisions of this section, the city shall provide written notice of such violation and shall set a re-inspection date. If a property fails to pass an inspection, a re-inspection fee will be charged after the third re-inspection of the premises. A property cannot be occupied as a short-term rental while its status with the fire marshal's office is noted as being in violation.
- (C) Fire extinguishers. The owner and/or operator is responsible for obtaining annual independent inspections of the fire extinguishers in compliance with city regulations.
- (D) Change in ownership inspection. As part of the change in ownership process for a short-term rental the fire marshal shall conduct an inspection to verify compliance with this article.

(p) Density limitations for short-term rental properties.

- (1) Limitation. Short-term rentals shall be limited to no more than one-eighth (12.5 percent) of the total number of residential units on the block face or in a multi-unit building. Notwithstanding the foregoing, at least one short-term rental shall be permitted per block or multi-unit building, regardless of density.
- (2) Special exception available. In order to obtain a license for a short-term rental that would exceed the density limitation of this section, a property owner may apply to the Zoning Board of Adjustment for a special exception in accordance with Chapter 14A, Section 34 of the code. The board may consider factors such as the following:
 - (A) Whether operation as a short-term rental in excess of the density limitation will not adversely impact the residential quality of the neighborhood in which the property is located;
 - (B) Whether such operation is likely to disrupt adjacent owners' right to the quiet enjoyment of their property (for example, by considering whether lot sizes are small enough that noise is likely to affect neighboring property owners);
 - (C) Whether such operation will substantially impact nearby streets, including whether the property provides only limited off-street parking;
 - (D) Whether the applicant seeks to operate an entire residence as a short-term rental or whether the short-term rental use is limited to a portion of the residence;

- (E) Whether the applicant occupies the premises as their primary residence or uses it as an investment property; and
 - (F) Whether other short-term rentals in excess of the density limitation are already operating on that block.
- (3) Nonconforming uses. A short-term rental that was lawfully in existence on the effective date of this article shall be considered a nonconforming use and shall not be subject to the density limitations set forth in this subsection. A short-term rental shall be considered lawfully in existence on the effective date of this article if the owner provides written confirmation from the city finance department indicating that, prior to the effective date of this article, the property was registered for payment of hotel occupancy tax as required by Chapter 11, Article 11.04 of the code and the tax account was not in arrears. A short-term rental that was lawfully in existence on the effective date of this article must obtain an annual operator's license within ninety (90) days of the effective date of this article in order to continue to lawfully operate beyond that date.

§ 4.11.005 License term and renewal; fees; non-transferability; public information designation

- (a) All licenses issued under this article shall be valid for a period of one (1) year from the date of issuance.
- (b) A nonrefundable fee for administration of the application shall be charged as established in Appendix A of the code. Such fee shall be paid at the time the application is made and shall not be returned to the applicant, regardless of whether a license is issued.
- (c) A license holder shall apply for renewal prior to the expiration of the license on a form provided by the director. The fee for the renewal of a license to operate a short-term rental shall be charged as established in Appendix A of the code. The license holder shall either update the information required under Section 4.11.003 or submit a statement affirming that the information previously submitted is still accurate. A complete application for renewal received after the expiration of a current license shall be treated as an application for a new license in accordance with Section 4.11.003.
- (d) A license to operate a short-term rental is not transferable to another owner, operator, or location.
- (e) All licenses issued under this article constitute public information, subject to the terms of the Public Information Act. Information regarding permitted short-term rentals shall be made available on the city's website and shall identify, at minimum, the property address, license number, and license date of each short-term rental permitted to operate in the city.

§ 4.11.006 Repeat offenses.

- (a) If the director finds that the owner, operator, or any occupant of a short-term rental failed to comply with any requirement of this Article three (3) or more times within a twelve (12) month period, the director may revoke an existing license or may deny an application to renew a license. No new license may be sought for the subject property for a period of twelve (12) months following a denial or revocation pursuant to this section.
- (b) If a property is the subject of five (5) or more violations of federal law, state law, or the other provisions of the city code outside of this article within the previous twenty-four (24)-month period, the director may revoke an existing license; may deny an application for an original license; or may deny an application to renew a license, based on: (1) the frequency of any repeated violations; (2) whether a violation was committed intentionally or knowingly; and (3) any other information that demonstrates the degree to which the owner or occupant has endangered public health, safety, or welfare. No new license may be sought for the subject property for a period of twelve (12) months following the denial or revocation pursuant to this section.
- (c) A license applicant may appeal the director's decision to revoke an existing license or deny an application, in accordance with the process set forth in Section 4.11.006 of this article.

§ 4.11.006 Appeals.

- (a) The revocation of a license or the director's denial of an application for a license to operate a short-term rental may be appealed to the city manager in accordance with the provisions of this section.
- (b) An appeal filed under this section must be filed with the director no later than the twentieth (20th) day following the date on which the license was revoked or denied. The appeal must be sworn and must identify each alleged point of error, facts, and evidence supporting the appeal, and reasons why the action of the director should be modified or reversed.
- (c) The city manager or a designee shall, not later than the tenth (10th) day after the date the notice of appeal is filed, hear the appeal, and may affirm, modify, or reverse a license revocation or application denial.
- (d) The city manager or designee shall give written notice of a decision on an appeal to the appellant.
- (e) An appellant who seeks judicial review of the city manager's review on appeal must file a petition with a court of competent jurisdiction not later than the thirtieth (30th) day after issuance of the notice of the decision.

§ 4.11.007 Enforcement.

- (a) If the owner, operator, or any occupant of the short-term rental property fails or refuses to comply with the standards and requirements contained herein, the city may initiate enforcement action against the owner, operator, or any occupant, including, but not limited to, the immediate issuance of a citation.
- (b) Failure to timely remit applicable hotel occupancy tax is a violation under this article and shall result in license revocation if all applicable tax is not paid within ninety (90) days of the issuance of a delinquency notice.
- (c) Any advertisement, whether it be online or in print, promoting the availability of a property within the city for rent for a period of less than thirty (30) days, shall constitute prima facie evidence of the property's use as a short-term rental.

§ 4.11.008 Discontinuance of operations.

- (a) The owner and/or operator of a property used as a short-term rental that was registered with the city for collecting hotel occupancy tax prior to the effective date of this article, and who is unable, fails, or refuses to obtain a license for operation as a short-term rental following the effective date of this article, shall discontinue the short-term rental use within sixty (60) days of the effective date of this article or the notice of license denial. The density limitation of Section 4.11.004(p) shall not bar such owner and/or operator from obtaining a license if all other requirements and standards of Section 4.11.004 are met.
- (b) The owner and/or operator of a property used as a short-term rental that was not registered with the city for collecting hotel occupancy tax prior to the effective date of this article shall discontinue the short-term rental use immediately following the effective date of this article. Such property shall not be resumed as a short-term rental until a license has been applied for and has been issued pursuant to Section 4.11.003.

§ 4.11.009 through § 4.11.14. (Reserved)"

SECTION 2.

Article A1.000, "General Fee Tables," of Appendix A, "Fee Schedule," of the Code is hereby amended by adding a new Section A1.012, "Short-term rental fees," to read as follows:

"§ A1.012 Short-term rental fees.

The schedule of fees for short-term rentals shall be as follows:

- (1) Application for license: \$500.00.

- (2) License renewal: \$300.00.
- (3) Inspection (initial or renewal): \$65.00
- (4) After hours inspection (after 4:00 p.m. or weekends/holidays):
 - (A) 2-hour minimum: \$190.00
 - (B) Each additional hour: \$65.00 per hour.
- (5) Reinspection fee: \$65.00.
- (6) Application for special exception: \$325.00

SECTION 3.

Section 3.2, "Definitions," of Chapter 14A, "Zoning Ordinance," of the Code is hereby amended to add the definition for short-term rentals, to be inserted alphabetically and to read as follows:

"SHORT-TERM RENTAL: The rental for compensation of any structure, or a portion of a structure, located within any zoning district where such use is lawful, for the purpose of overnight lodging for a period of not more than twenty-nine (29) days. A short-term rental shall not include a hotel or motel or bed and breakfast facilities. A short-term rental is further subject to the provisions of Chapter 4, Article 4.11 of the Azle Municipal Code."

SECTION 4.

Section 4.10, "Permitted Use Schedule," of Chapter 14A, "Zoning Ordinance," of the Code is hereby amended by adding the operation of a short-term rental as a use allowed by a Specific Use Permit (S) in certain zoning districts, in the section "Residential Uses."

PERMITTED USES	A	LF	E-1	E-2	E-3	SF-1	SF-2	SF-3	SF-4	SF-5	SF-MHP	MD-1	MD-2	MF-1	MF-2	O	CBD	INS	C	HC	IND
Short-term rental	S	S	S	S	S	S	S	S	S	S		S	S	S	S	S	S	S	S	S	S

SECTION 5.

Subsection 34.3, "Jurisdiction of Board," of Section 34, "Zoning Board of Adjustment," of Chapter 14A, "Zoning Ordinance," of the Code is hereby amended to add a new subsection C to read as follows:

"C. Hear and decide, upon application, special exceptions to the terms of the zoning

ordinance. The term "special exception" shall mean a deviation from the requirements of the zoning regulations herein established. Special exceptions shall be granted only when the board finds that such special exceptions will not adversely affect the value and use of adjacent or neighboring property or be contrary to the public interest. Special exceptions may be granted in the following circumstances:

1. To permit short-term rental operations in excess of the density limitation identified in Section 4.11.004(p) of the Azle Municipal Code, subject to consideration of the following factors:
 - a. Whether operation as a short-term rental in excess of the density limitation will not adversely impact the residential quality of the neighborhood in which the property is located;
 - b. Whether such operation is likely to disrupt adjacent owners' right to the quiet enjoyment of their property (for example, by considering whether lot sizes are small enough that noise is likely to affect neighboring property owners);
 - c. Whether such operation will substantially impact nearby streets, including whether the property provides only limited off-street parking;
 - d. Whether the applicant seeks to operate an entire residence as a short-term rental or whether the short-term rental use is limited to a portion of the residence;
 - e. Whether the applicant occupies the premises as their primary residence or uses it as an investment property; and
 - f. Whether other short-term rentals in excess of the density limitation are already operating on that block.
2. To permit a minimum lot area of 2.5 acres in the AG, Agricultural district, in accordance with Section 26.7 of Chapter 14A."

SECTION 6.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances, City of Azle, Texas, as amended, except when the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 7.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any

section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause, or phrase.

SECTION 8.

Any person, firm, or corporation who violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine as provided in Section 1.01.009 of the Code of Ordinances, City of Azle, Texas. Each day any such violation or violations exist shall constitute a separate offense and shall be punishable as such.

SECTION 9.

All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Code of Ordinances, City of Azle, Texas, as amended or revised herein, or any other ordinances affecting the matters regulated herein which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 10.

The City Secretary is hereby directed to publish the caption and penalty clause of this Ordinance in the official newspaper of the City as required by Section 3.11 of the Charter of the City.

SECTION 11.

This Ordinance shall be in full force and effect from and after its passage and publication as provided by the City Charter and the laws of the State of Texas.

PRESENTED AND PASSED this 1st day of July, 2025, by a vote of 6 ayes, 0 nays, and 0 abstentions, at a regular meeting of the City Council of the City of Azle, Texas.



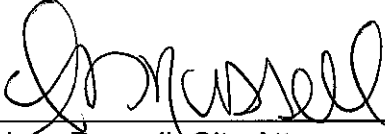
Randa Goode, Mayor

ATTEST:



Yael Forgey, City Secretary

APPROVED AS TO FORM:



Andrea Russell, City Attorney



Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Conduct a public hearing and consider a recommendation to the City Council regarding text amendments to Chapter 10 “Subdivision Regulation”, Exhibit 10A “Subdivision Ordinance” of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider amendments to the sidewalk requirements for residential and commercial developments.

Background and Explanation:

There are a few new developments and re-developments of properties taking place along the State highway roads [Hwy. 199, State Spur 344 (Main Street), and FM 730] in Azle. This prompted staff to consult with TxDOT officials on sidewalk requirements along their roadways and how to implement them into the City codes. Azle currently has sidewalk requirements specific to interior streets (4' wide concrete) within new residential developments and just the perimeter of the development that has adjacency to a street (i.e. sidewalk along Azle Grove and Lakeview Heights subdivisions).

On October 21, 2025, City staff made a presentation to the City Council about some new goals and objectives outlined in the 2045 Comprehensive Master Plan. One of the intermediate objectives to complete is adding new sidewalk regulations to the City's ordinance that correlate to the new Master Thoroughfare Plan within the new 2045 Comp Plan. Staff is looking to expand the sidewalk ordinance requirements to include new sidewalks along thoroughfare streets and TxDOT roadways, as well as adding a new sidewalk fee in lieu of construction, which the City Council supported the proposed changes.

The sidewalk fee in lieu of construction would be added to the fee schedule via a separate action by the City Council. This fee would be based on actual costs as determined by the City's consulting engineer.

2045 Comprehensive Master Plan:

The new Comprehensive Master Plan adopted back on October 29, 2024, has several sections within the Plan that have specific implementation goals related to sidewalk improvements throughout the City. The Master Thoroughfare Plan (Chapter 4 of the Plan) contains a map and list of street classification types throughout the City. Table 4.3 shows the recommended design criteria for each street classification and recommends sidewalks of certain widths. Comp Plan Implementation (Chapter 6) has Table 6.5 - Implementation Matrix for Transportation has several tasks outlined specific to making regulation and policy changes to sidewalk requirements as part of the overall improvement to the City's mobility system.

Other City Projects:

Staff is working with a consultant on the Azle Active Transportation Plan (ATP) which is a long-range multimodal mobility plan to address the City's most vulnerable users. The ATP will integrate the

recommendations from the Comprehensive Plan and the ongoing Downtown Main Street Strategy project. Amendments to the sidewalk ordinance requirements would help strengthen this project as it progresses.

Current Text Language:

7.8 Sidewalks.

Sidewalks are required as follows:

A. Sidewalks shall be required on both sides of internal streets, where curb and gutter are required, within the subdivision and on the side of perimeter streets abutting the development.

B. Sidewalks are to be installed along the frontage of all lots prior to final building inspection approval, except that handicapped ramps at street intersections and sidewalks along perimeter streets abutting the development shall be installed at time of public improvement installation.

Proposed Text Amendment:

The proposed additions/changes are in red text.

7.8 Sidewalks.

~~*Sidewalks are required as follows:*~~

A. The purpose of the public sidewalk and curb ramps is to provide a safe area for all pedestrians. Sidewalks and curb ramps are required on all streets to be constructed with the paving of streets or when building construction occurs. All sidewalks shall conform to state laws for barrier free construction.

~~*B. A-*~~ *Sidewalks not less than four feet (4') wide shall be required on both sides of all internal residential streets, where curb and gutter are required, within the residential subdivision and on the side of perimeter streets abutting the development.*

~~*C. B-*~~ *Sidewalks are to be installed along the frontage of all residential lots prior to final building inspection approval, except that handicapped ramps at street intersections and sidewalks along perimeter streets abutting the residential development shall be installed at time of public improvement installation.*

D. A five-foot (5') wide sidewalk is required for all developments with frontage along Local Streets as shown on the Master Thoroughfare Plan.

E. A six-foot (6') wide sidewalk is required for all developments with frontage along Minor Collectors, Major Collectors, and Arterials as shown on the Master Thoroughfare Plan.

F. A ten-foot (10') wide sidewalk is required for all developments with frontage along TxDOT Highway Frontage Roads as shown on the Master Thoroughfare Plan. Sidewalks and curb ramps shall conform to TxDOT Design and Construction Standards.

G. Sidewalks shall be constructed within the street right-of-way one foot (1') from the property line. If sidewalks are constructed adjacent to the curb, an additional one foot (1') of width is required.

H. The sidewalk width shall match the existing width when sidewalk repairs or reconstructions are performed and when gaps in existing sidewalks are filled, as conditions allow.

I. Other locations may be approved by the City at the time of plat or site plan approval by the Director

of Public Services or his/her designee. If sidewalks are to be constructed on private property, a public sidewalk easement shall be granted to the City.

J. Sidewalks and curb ramps shall conform to the Design Criteria Manual and shall be constructed by the builder and/or developer as applicable. A Certificate of Occupancy shall not be issued until the required sidewalk is in place or a sidewalk fee in lieu of construction is paid to the City as determined by the Director of Public Services.

K. The construction of sidewalks along thoroughfares, as shown on the Master Thoroughfare Plan, may be delayed if approved by the City. In such cases, the developer/builder shall pay a fee in lieu of sidewalk construction to be used by the City in the future construction of sidewalks (see Appendix A - Fee Schedule). This provision applies to all lots and developments adjacent to the thoroughfares.

Board/Commission/Committee Recommendation:

After the conclusion of the public hearing, the P & Z Commission may make a recommendation on the proposed amendments to the Subdivision Ordinance pertaining to the general sidewalks requirements for residential and commercial developments. Any recommendation will be forwarded to the City Council for final action.

Staff Recommendation:

Staff forwards this proposed code amendment for P & Z Commission consideration.

Attachments:

1. 2045 Master Thoroughfare Plan Map - Adopted 10.29.2024
2. Table 4.3 - Roadway Design Characteristics
3. Table 6.5 - Transportation Implementation Matrix

MAP 4.4 | THOROUGHFARE PLAN

- Azle City Limits
- Azle ETJ
- Thoroughfare Classification**
- Freeway/Expressway
- Frontage Road
- Arterial
- Major Collector
- Minor Collector
- Local Street
- Downtown

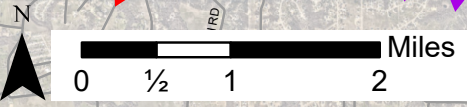
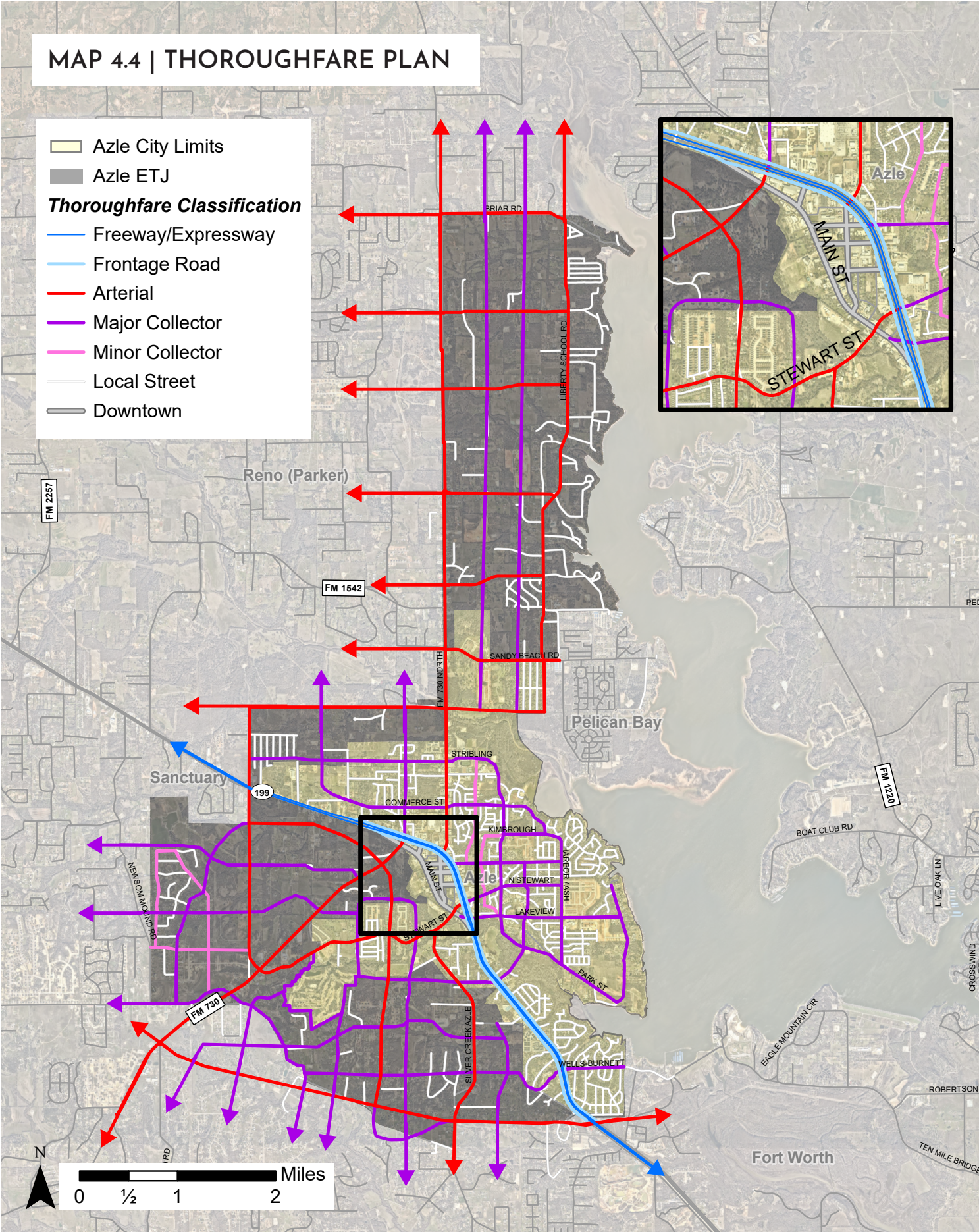
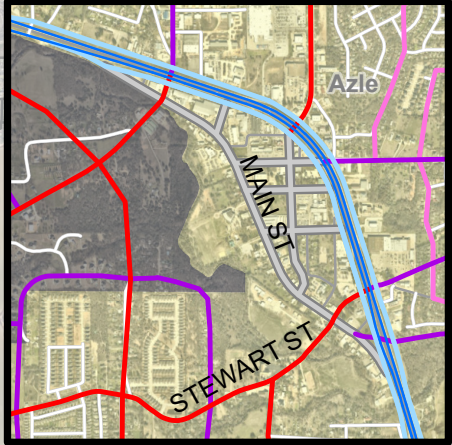


TABLE 4.3 | DESIGN CHARACTERISTICS

ATTRIBUTE	FRONTAGE ROAD	ARTERIAL	MAJOR COLLECTOR	MINOR COLLECTOR	LOCAL
FUNCTION					
Functional Role	Connects freeways and arterials	Regional mobility	Connects arterials and local streets	Collects local traffic and connects to collectors and arterials	Property access
Streetway Continuity	Continuous urban core connectivity	Continuous regional cross-city connectivity	Continuous between arterials	Often discontinuous but should be interconnected where feasible	Generally discontinuous, but connects to collectors
Right-of-Way	Varies	80 - 160 feet	65 - 75 feet	50 - 60 feet	50 feet
Lane Width	12 feet	10 - 12 feet	10 - 12 feet	10 - 11 feet	10 - 11 feet
Desirable Spacing	Varies	2 miles	1/4 to 1/2 miles	Varies	300 - 800 feet
Design Speed	45 to 60 mph	35 to 65 mph	30 to 40 mph	25 to 35 mph	25 to 30 mph
Traffic Volumes	25,000 - 45,000	20,000 - 40,000	4,000 - 15,000	1,000 - 5,000	80 - 1,000
STREETWAY					
Travel lanes	4 to 5 lanes	3 to 4 lanes; access management a priority	2 to 3 lanes	2-way vehicular movement, no striping travel lanes	2-way vehicular movement, no striping travel lanes
Turn Lanes	Decel lanes required; 1 to 2 turn lanes at highway crossing intersections	Decel lanes may be required; intermittent left-hand turn lanes required (e.g., 1 at most intersections & up to 2 at major intersections)	One left-hand turn lane at signalized intersections when warranted	Not typical	None
On-street Parking	No	No	Typically restricted, but may be appropriate in certain areas	Typically restricted, but may be appropriate in certain areas	Permitted
Curb & Gutter	Varies	Varies	Vertical curb	Vertical curb	Vertical or ribbon curb
Stormwater	Typically subsurface storm drain in developed areas	Typically subsurface storm drain in developed areas	Typically subsurface storm drain in developed areas	Typically subsurface storm drain in developed areas	Typically subsurface storm drain in developed areas and open channel/culverts in rural areas
Median	Not appropriate	Medians are intended to manage turning movements and access, provide refuge for pedestrians crossing, and landscaping	Medians are appropriate to improve visual character and access management	Medians may be appropriate to improve visual character and traffic calming	Not recommended
Bikeways	No	Shared-use paths	On-street 5' bike lanes or shared-use paths	Not designated (shared lanes at ≤25 mph), striped bike lanes or shared-use paths	Not designated (shared lanes at ≤25 mph)
Traffic Calming	Not appropriate	In limited situations	May be considered	May be considered	May be considered
STREETSIDE					
Sidewalks	Not appropriate	6' minimum on both sides or 10' minimum for shared-use path	6' minimum on both sides or 10' minimum for shared-use path	6' minimum on both sides or 10' minimum for shared-use path	5' minimum both sides
Landscaped Buffer Zone	Not appropriate	Yes, 5-8 feet	Yes, 3-5 feet	Optional, 3-5 feet	Yes, 3-5 feet
Street Trees/Landscaping	Not appropriate	Shade trees and/or ornamental trees in medians and landscaped buffer zones where appropriate	Shade trees and/or ornamental trees in medians and landscaped buffer zones where appropriate	Shade trees and/or ornamental trees in medians and landscaped buffer zones where appropriate	Shade trees in landscaped buffer zones or outside of right-of-way
Residential Driveways	Prohibited	Prohibited	Prohibited	Permitted	Permitted

TABLE 6.5 | IMPLEMENTATION MATRIX - TRANSPORTATION

TABLE 6.5 IMPLEMENTATION MATRIX - TRANSPORTATION				
RECOMMENDATIONS		STRATEGY TYPE	TIMEFRAME	AGENCY / PARTNERS
Goal One: Support a safe and connected multimodal network.				
T1.1	Complete a citywide sidewalk inventory to identify gaps in the existing sidewalk system, areas with no sidewalks at all, areas where sidewalks are in need of repair or replacement, and areas with the most substantial pedestrian activity where sidewalks are most needed. Continually update the inventory and utilize the inventory to identify priority gap areas.	Study	Short	PD, PS
T1.2	Develop an active transportation plan to identify opportunities and strategies for creating a pedestrian and cyclist-friendly community that promotes healthy lifestyles, reduces traffic congestion, and enhances overall quality of life.	Study	Mid	CM, CC, PD, PS, PARD
T1.3	In conjunction with street rehabilitation or other public improvement projects, construct or reconstruct sidewalks where they do not exist or are in poor condition.	Investment	Ongoing	PD, PS
T1.4	Create safe multimodal crossings across HWY 199 near Downtown through placemaking and mobility enhancements to connect residents across east and west Azle. Work with TxDOT to implement these enhancements.	Investment	Long	PD, PS, TxDOT
T1.5	Implement a Complete Streets Policy to incorporate multimodal facilities and amenities on roadways throughout the City. As part of this policy, update development regulations and Engineering Design Criteria to permit multimodal facilities and establish standards for high-quality design of these facilities.	Policy	Mid	CM, CC, PD, PS
T1.6	Amend the zoning and subdivision ordinances to require new residential developments to include a connected network of paths and/or bike routes within neighborhoods and connecting to nearby collector and arterial streets. Designs should prioritize adequate buffering between bike lanes and sidewalks from vehicular traffic using National Association of City Transportation Officials (NACTO) standards.	Regulation	Mid	CM, CS, PD, PS
T1.7	Revise the Design Criteria Manual to require sidewalks to be a minimum of five feet per Federal Highway Administration guidance.	Regulation	Short	CC, PD
T1.8	Prepare a Sidewalk Action Plan every five years.	Study	Mid	CC, PD, PS
T1.9	Collaborate with community partners or nonprofit organizations to promote a bicycle-supportive culture through a bikeshare pilot program and/or bicycle education and awareness.	Partnership	Short	CM, PD, PS, Community

TABLE 6.5 | IMPLEMENTATION MATRIX - TRANSPORTATION

RECOMMENDATIONS		STRATEGY TYPE	TIMEFRAME	AGENCY / PARTNERS
Goal Two: Improve the safety of Azle's transportation network.				
T2.1	Implement a Vision Zero policy to reduce the number of transportation-related injuries and fatalities. Partner with regional planning entities, Azle ISD, the Vision Zero Texas program of Farm&City to develop strategies and obtain funding resources. Monitor and annually report progress on safety improvements and reductions in accidents.	Policy	Mid	CM, CC, PD, PS, AISD
T2.2	Evaluate, or update as necessary, existing Standard Operating Procedures (SOPs) and maintenance schedules to ensure timely and high-quality maintenance of roadways and sidewalks.	Policy, Operations	Short	PS
T2.3	Coordinate with Azle ISD to identify optimal projects and pursue funding through Safe Routes to Schools programs.	Partnership	Mid	PD, PS, AISD
T2.4	Conduct additional studies for each of the identified priority areas to determine the best feasible solutions for redesign. Develop realignment concepts as part of these studies.	Study	Short	CM, PD, PS
Goal Three: Partner in regional planning efforts to enhance transportation connectivity and choices in Azle.				
T3.1	Actively participate in regional transportation planning efforts to promote funding and infrastructure improvements which benefit Azle.	Operations, Partnership	Ongoing	PD, PS, Regional Entities
T3.2	Continue to work with other agencies in the spirit of intergovernmental cooperation. Projects involving the City and other governmental entities should be evaluated as a means for achieving transportation projects that are regional in scale.	Partnership	Ongoing	PD, PS, Regional Entities
T3.3	Collaborate with regional planning agencies to plan for potential transit needs.	Partnership	Ongoing	PD, Regional Entities
T3.4	Develop a Downtown Parking Management Strategy. This may include revising existing standards, programs, or fees, the implementation of paid parking, the implementation of timed parking, or other programs to limit long-term parking, increase parking capacity, and encourage economic activity.	Study	Long	CM, CC, PD, PS
T3.5	Work with Tarrant County and Parker County to plan for growth and future roadway improvements in the ETJ and to develop design standards that integrate the recommendations of this Plan on roads in the ETJ.	Partnership	Ongoing	PD, PS, Tarrant County
T3.6	Collaborate with NCTCOG to determine potential for connecting active transportation facilities with the NCTCOG Veloweb network.	Partnership	Long	PD, PS, NCTCOG

TABLE 6.5 | IMPLEMENTATION MATRIX - TRANSPORTATION

RECOMMENDATIONS		STRATEGY TYPE	TIMEFRAME	AGENCY / PARTNERS
Goal Four: Apply forward-thinking to improve safety and efficiency of the transportation network.				
T4.1	Prepare an update to development codes to facilitate the growth of EV charging infrastructure. Consider adopting EV-ready building codes, creating incentives, rebates, or expedited permitting processes.	Regulation	Long	CM, CC, PD
T4.2	Evaluate opportunities to invest in transportation demand management and smart city technologies to improve transportation efficiencies.	Study, Investment	Mid	PD, PS
Goal Five: Support continual improvement and maintenance of the transportation system.				
T5.1	Evaluate the City Code of Ordinances and Design Criteria Manual to align requirements with the recommendations of this Thoroughfare Plan.	Study, Regulation	Short	CM, CC, PD, PS
T5.2	Update the Thoroughfare Plan every five years.	Study, Regulation	Mid	CM, CC, PD, PS
T5.3	Inventory the amount of roadway and provide progress updates of roadways added and improvements made to City Council annually.	Study, Operations	Ongoing	PD, PS
T5.4	Regularly monitor the performance of the transportation system and provide regular updates to City Council. Using performance monitoring data, update policies as needed to accommodate future traffic demands.	Study, Operations	Ongoing	PD, PS
T5.5	Establish a designated funding source or fee structure dedicated to roadway maintenance to ensure the longevity of the community's road infrastructure.	Operations, Investment	Mid	CM, PS, Finance
T5.6	Develop context-sensitive street cross-sections tailored to the character of neighborhoods and nearby land use. Apply these context-sensitive design standards in the construction of new or updated streets.	Policy, Study, Investment	Mid	CM, PD, PS