



# City of Hutto

## Agenda

### Parks Advisory Board

Wednesday, February 8, 2023 at 6:30 PM

### Council Chambers

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at [huttotx.gov](http://huttotx.gov)

**1. CALL SESSION TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT**

**4. PRESENTATIONS**

4.1. Introduction of Bryce Davila, Recreation Coordinator

**5. AGENDA ITEMS**

5.1. Consideration and possible action on accepting 20.9, more or less of parkland from the CTC at Emory Crossings subdivision.

5.2. Discussion and possible action on the potential placement of the Railroad Depot in a park.

5.3. Discussion and possible action on recommending an amendment to Section A1.004 of the Fee Schedule.

5.4. Discussion and possible action on Veteran's Memorial.

5.5. Discussion and possible action on Fritz Park redesign.

5.6. Discussion and possible action on permanent signage at Adam Orgain Park.

5.7. Consideration and possible action on recommending an agreement for Lighting at Mager Fields with Musco Sports Lighting, LLC, in an amount not to exceed \$265,705.

**6. OTHER BUSINESS**

6.1. Discussion on Park projects and timelines.

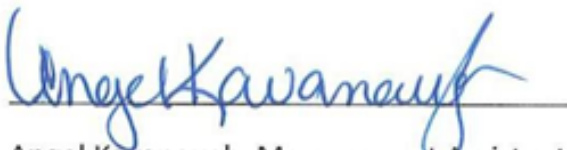
**7. DIRECTORS REPORT**

**8. ADJOURNMENT**

**9. CERTIFICATION**

I certify that this notice of the February 8, 2023 Parks Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on February 3, 2023 at 5:00 P.M.



  
Angel Kavanaugh, Management Assistant

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at [City.Secretary@huttox.gov](mailto:City.Secretary@huttox.gov) or call (512) 759-4033 for assistance.

# AGENDA ITEM REPORT

## 5.1.



**To:** Parks Advisory Board  
**Subject:** Consideration and possible action on accepting 20.9, more or less of parkland from the CTC at Emory Crossings subdivision.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

CTC at Emory Crossing is requesting the Parks Board accept 20.9 acres more or less of parkland to satisfy the Hutto Unified Development Code Section 10.609 Parkland, Open Space Dedication and Park Improvements

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. 2023HuttoParkland
2. ExhibitF-Parkland

## **10.609 Parkland, Open Space Dedication and Park Improvements**

### **10.609.1 Intent**

This subsection is intended to ensure the city has enough parkland to meet the recreational needs of its residents.

### **10.609.2 Applicability.**

This section applies in the following areas.

| <b>City of Hutto<br/>conventional<br/>zoned<br/>areas</b> | <b>City of Hutto FBC<br/>Form<br/>Based Code<br/>zoning<br/>district</b> | <b>City of Hutto OT<br/>Old Town zoning<br/>district</b> | <b>Hutto<br/>extraterritorial<br/>jurisdiction (ETJ)</b> |
|-----------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------|----------------------------------------------------------|
| Yes                                                       | Yes                                                                      | Yes                                                      | Yes                                                      |

### **10.609.3 Applicability: overview of requirements**

A subdivider or developer of land for residential or non-residential purposes must provide for Parkland Dedication or pay a Fee in Lieu of Parkland Dedication and pay Parkland Development Fees for public park and/or open space development.

A portion of land may meet the Parkland Dedication requirements if recommended by the Hutto Parks and Recreation Department based on the requirements of Section 10.609 and conformity with the City of Hutto Parks, Recreation, Open Space and Trails Master Plan, as may be amended (hereinafter referred to as the “Parks Master Plan” for purposes of Section 10.609).

The parkland dedications and improvements required by Section 10.609 must be installed, or the Fee in Lieu of and Parkland Development Fees paid, before the approval of the final plat for a subdivision, in conformance to the standards of Section 10.609.

### **10.609.4 Parkland dedication**

#### **10.609.4.1 Parkland dedication plan**

A Parkland Dedication Plan shall be approved prior to the preliminary plat review and/or site plan development. The proposed parkland will be shown on the preliminary plat and final plat, and be included in the dedication statement.

A Parkland Dedication Plan must meet the following requirements:

1. Proposed parkland shall meet the land requirements of Section 10.609.4.2, and shall be a minimum of 15 acres.
2. Proposed parkland shall meet the requirements and guidelines of Section 10.609.5 and the Parks Master Plan, as amended.
3. The Parkland Dedication Plan shall be conditionally approved by the Parks and Recreation Director or designated agents at the conceptual plan stage and approved by the Parks Advisory Board and Parks and Recreation Director prior to the preliminary plat stage and/or site plan development.

#### **10.609.4.2 Parkland dedication; land requirements**

A subdivider or developer must dedicate a minimum of at least 1,000 square feet of parkland for each single household lot or proposed number of dwelling units, or pay a Fee in Lieu of Parkland Dedication.

If an area is replatted before construction of the development, or the number of anticipated lots or dwelling units increases, the subdivider or developer shall adjust the Parkland Dedication or pay the Fee in Lieu of Parkland Dedication and Parkland Development Fees to provide for the change in lots or dwelling units.

#### **10.609.5 Nature of proposed parkland**

##### **10.609.5.1 Land eligibility for proposed parkland**

In addition to the requirements of Section 10.609.4, the following subsections provide the criteria by which the Parks and Recreation Department and Parks Advisory Board will determine acceptance of a Park Dedication Plan.

The following is broken into two categories to determine land eligibility. Ineligible land may be dedicated for parkland, but ineligible land cannot be counted towards the minimum necessary to meet Parkland Dedication requirements. The Parks and Recreation Department and Parks Advisory Board have the final decision in acceptance as provided for in the Parkland Dedication Plan in accordance with the criteria below:

#### Accepted conditionally

- Detention ponds, retention ponds, and drainage ways.
- Private community and amenity centers.
- Golf courses, country clubs, and similar facilities

#### Never accepted

- Rights-of-way and/or easements of irrigation ditches, laterals and aqueducts, power lines, pipelines or other public or private utilities.
- Wetlands that are saturated for greater than 25% of the year, swamps, and boggy lands.
- Entry features, areas devoted to decorative landscaping, green lanes, traffic islands, medians less than 100 feet wide, tree lawns, and areas following development perimeter walls.
- Land used for mining or oil or gas wells.

### **10.609.5.2 Unity**

Proposed parkland shall form a single parcel, unless two or more parcels are approved in the Parkland Dedication Plan.

### **10.609.5.3 Usability**

Proposed parkland shall be located outside the 100-year flood plain and be outside of wetlands subject to Federal or State regulatory jurisdiction unless approved in the Parkland Dedication Plan.

### **10.609.5.4 Shape**

The shape of proposed parkland shall be compact and sufficiently rectangular or round to provide a meaningful, quality open space.

Proposed parkland and open space areas may not take the form of narrow strips, except corridors in conjunction with the Parks Master Plan, and medians at least 100 feet wide as approved in the Parkland Dedication Plan.

#### **10.609.5.5 Location**

Proposed parkland shall be located in a central location that is within a reasonable walking distance (1000 feet to 1,500 feet) of residents of the subdivision or planned development, except that proposed parkland may be located outside of the residential development to conform to the Parks Master Plan, to conform to comprehensive or neighborhood plans, to add property to existing parkland, or to combine land dedication efforts with other developments.

#### **10.609.5.6 Access**

Proposed parkland shall front on a public street with a residential lane or greater classification to the maximum extent practicable unless otherwise approved in the Parkland Dedication Plan.

#### **10.609.5.7 Topography**

The average slope of the portion of dedicated parkland may not exceed the average slope of the entire subdivision or planned development. Slope on the usable portion of dedicated park shall be less than 15%.

#### **10.609.5.8 Improvements by park site**

The subdivider or developer must install public improvements next to the parkland including, but not limited to, curb and gutters, streets, sidewalks, storm drainage facilities, and bridges. All bridges must be approved by the Public Works Department. Parkland shall have access to water, sanitary sewer, storm sewer, and electrical services unless otherwise provided for in the Parkland Dedication Plan.

The subdivider or developer must provide convenient pedestrian and vehicular access to parks and open space. In areas of parkland not fronting a public street, access by frequent green links or public paths shall be provided. All-access points must comply with standards outlined in the Americans with Disability Act.

#### **10.609.6 Fee in Lieu of Parkland Dedication**

A subdividers or developer will be required to pay the Fee in Lieu of Parkland Dedication and Parkland Development Fees unless the subdivider or developer complies with the Parkland Dedication requirements of Section 10.609.4.

The Fee in Lieu of Parkland Dedication shall be set by ordinance based on the methodology established in the Parks Master Plan.

#### **10.609.7 Parkland development fees**

In addition to the Fee in Lieu of Parkland Dedication, a subdivider or developer must pay Parkland Development Fees for the cost of parkland improvements.

The Parkland Development Fees shall be set by ordinance based on the methodology established in the Parks Master Plan.

#### **10.609.8 Parkland Dedication or Fee in Lieu and Parkland Development Fees; procedure**

##### **10.609.8.1 Parkland Dedication or Fee in Lieu and Parkland Development Fees required before plat recording**

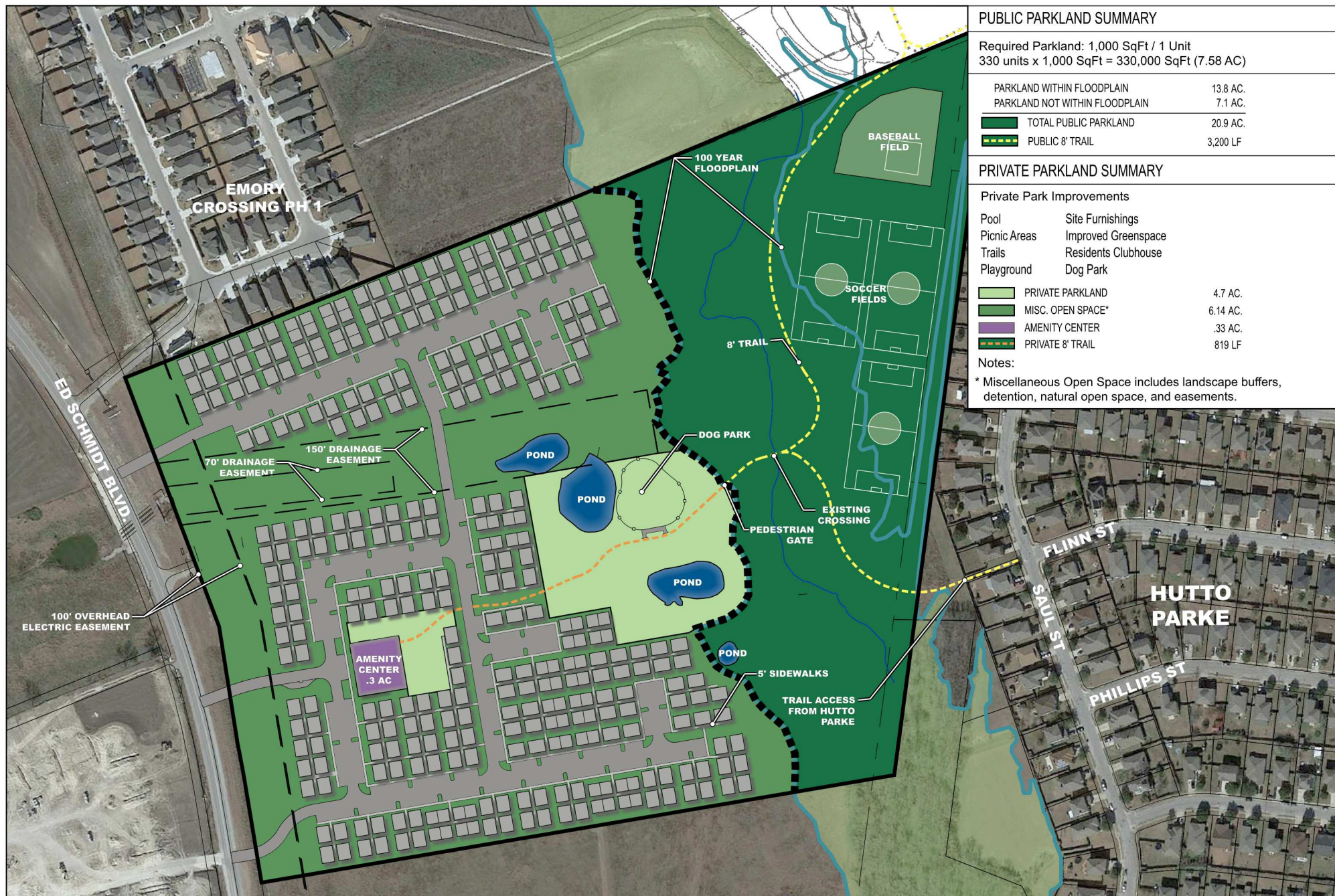
Prior to the recording on the final plat, the subdivider or developer must execute and record an instrument of conveyance in compliance with Section 10.609.7.1 for Parkland Dedication, or pay the Fee in Lieu of Parkland Dedication required by Section 10.609.6 and the Parkland Development Fees required by Section 10.609.7.

#### **10.609.8.2 Parkland Dedication by general warranty deed**

Proposed parkland to be dedicated to the City shall be dedicated by general warranty deed. Evidence of clear title and evidence of payment of all taxes owed on the proposed parkland to be dedicated shall be provided to the City prior to the acceptance of the general warranty deed.

#### **10.609.9 Parks improvements and acquisition account**

Money, and the interest on such money, collected as a Fee in Lieu of Parkland Dedication and as Park Development Fees under UDC Section 10.609 shall be deposited into the parks improvement and acquisition account established under Section 18.02.010 of the City of Hutto Code of Ordinances and shall be used exclusively for improvement of existing and future parks and for the acquisition of land for future parks, as required by the ordinance. The fees collected under UDC Section 10.609 shall not be used for maintaining or operating public parkland or park facilities.



## PUBLIC PARKLAND SUMMARY

Required Parkland: 1,000 SqFt / 1 Unit  
 330 units x 1,000 SqFt = 330,000 SqFt (7.58 AC)

|                                |                 |
|--------------------------------|-----------------|
| PARKLAND WITHIN FLOODPLAIN     | 13.8 AC.        |
| PARKLAND NOT WITHIN FLOODPLAIN | 7.1 AC.         |
| <b>TOTAL PUBLIC PARKLAND</b>   | <b>20.9 AC.</b> |
| <b>PUBLIC 8' TRAIL</b>         | <b>3,200 LF</b> |

## PRIVATE PARKLAND SUMMARY

### Private Park Improvements

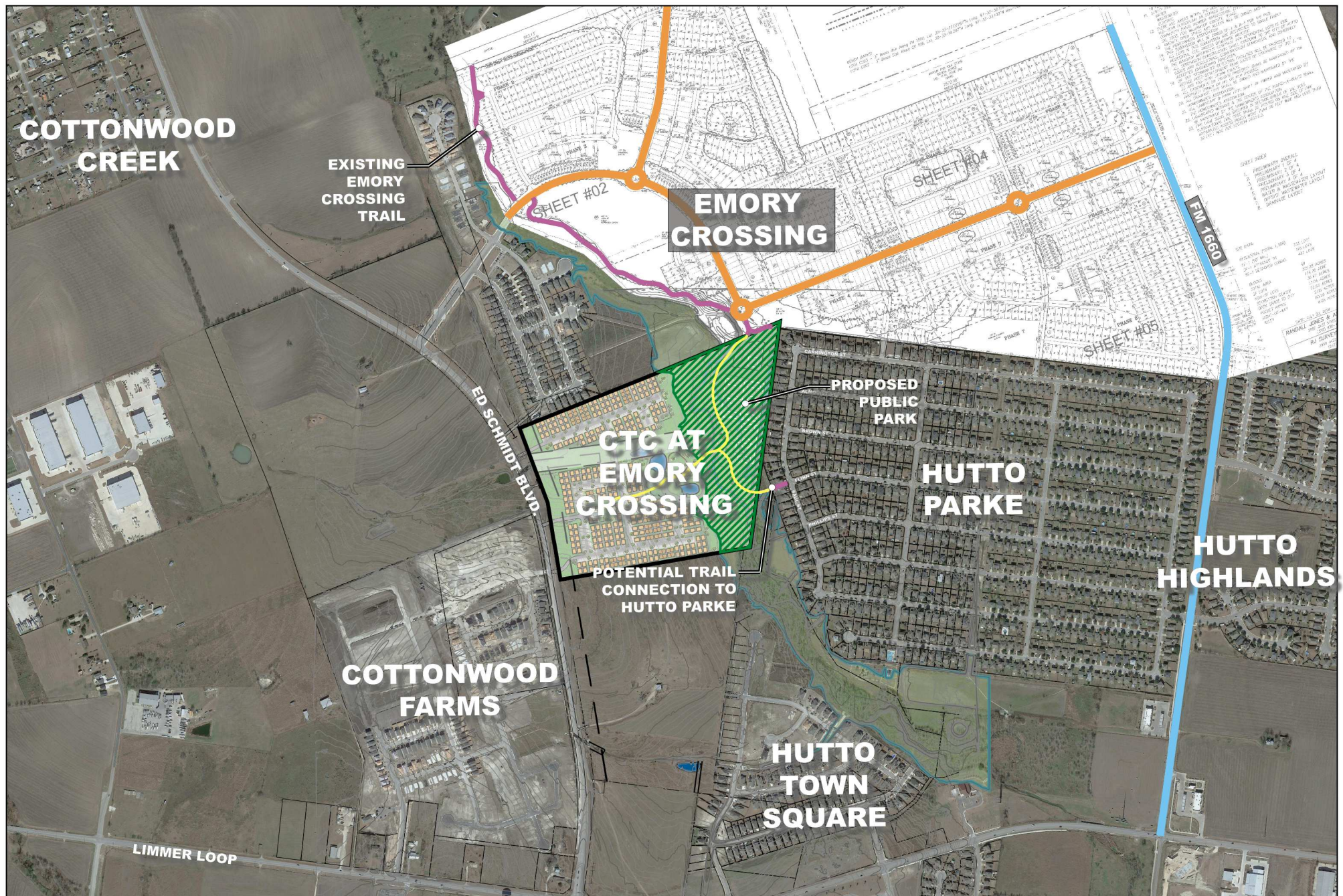
|              |                     |
|--------------|---------------------|
| Pool         | Site Furnishings    |
| Picnic Areas | Improved Greenspace |
| Trails       | Residents Clubhouse |
| Playground   | Dog Park            |

|                   |          |
|-------------------|----------|
| PRIVATE PARKLAND  | 4.7 AC.  |
| MISC. OPEN SPACE* | 6.14 AC. |
| AMENITY CENTER    | .33 AC.  |
| PRIVATE 8' TRAIL  | 819 LF   |

### Notes:

\* Miscellaneous Open Space includes landscape buffers, detention, natural open space, and easements.





# AGENDA ITEM REPORT

## 5.2.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on the potential placement of the Railroad Depot in a park.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

This is currently owned by Hutto ISD and previously served as the home to their Human Resources Department. Hutto Historic Preservation Committee requested this item be discussed by the Parks Advisory Board.

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. IMG\_20230118\_112917870



# AGENDA ITEM REPORT

## 5.3.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on recommending an amendment to Section A1.004 of the Fee Schedule.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

Staff is requesting approval to amend Section A1.004 of the Hutto Fee Schedule.

The Parks and Recreation Department and Parks Advisory Board wanted to re-examine the Parkland Dedication Ordinance and bring it more in alignment with market conditions and growth patterns. Parkland dedication is a local government requirement imposed on subdivision developers or builders, mandating that they dedicate land for a park and/or pay a fee to be used by the government entity to acquire and develop park facilities. These dedications are a means of providing new or improving park facilities without burdening existing city residents. The dedication requirement in a parkland dedication ordinance consists of three elements: a) a land requirement, b) a fee in lieu of land requirement, and c) a parks development fee.

The City Council approved amending Section 10.609, Parkland and open space dedication, of the Hutto Unified Development Code to update the minimum standards related to parkland and open space dedication requirements at the January 5, 2023 meeting. Section 10.609 Parkland, Open Space Dedication and Park Improvements is intended to ensure the city has enough parkland to meet the recreational needs of its residents. The goal is to create opportunities to enhance our park system and better serve Hutto's growing population by ensuring the public has sufficient and suitable land for the purpose of public parkland.

Section A1.004 of the Fee Schedule. This section covers the parkland development fee and parkland fee-in-lieu of land dedication fees.

### SUMMARY OF REQUEST:

Current Parkland Fee In Lieu of Land Fee: Single Family \$300 per dwelling  
Proposed Parkland Fee In Lieu of Land Fee: Single Family \$1,147 per dwelling

Current Parkland Fee In Lieu of Land Fee: Multi Family \$175 per dwelling  
Proposed Parkland Fee In Lieu of Land Fee: Multi Family \$198 per dwelling)

Current Parkland Development Fee: \$500 per dwelling  
Proposed Parkland Development Fee: \$723 per dwelling

# AGENDA ITEM REPORT

## 5.3.



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Current Non-Residential Fee: \$800 per acre for 3 or more acres  
Proposed Non-Residential Fee: \$2,125 per acre of development

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 5.4.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on Veteran's Memorial.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

County Commissioner Russ Bowles has requested the Parks and Recreation Department examine the option of adding a Veteran's Memorial in Hutto. The original concept was for Williamson County to design a few options and then have the Parks Board decide on a location. This direction changed in the summer of 2022.

### SUMMARY OF REQUEST:

A panel consisting of staff, parks board members, and a representative from the American Legion are reviewing ideas and possible locations.

Staff is working with Legal Department on an Interlocal Agreement that will define the terms and guidelines.

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 5.4.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on Veteran's Memorial.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

County Commissioner Russ Bowles has requested the Parks and Recreation Department examine the option of adding a Veteran's Memorial in Hutto. The original concept was for Williamson County to design a few options and then have the Parks Board decide on a location. This direction changed in the summer of 2022.

### SUMMARY OF REQUEST:

A panel consisting of staff, parks board members, and a representative from the American Legion are reviewing ideas and possible locations.

Staff is working with Legal Department on an Interlocal Agreement that will define the terms and guidelines.

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 5.5.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on Fritz Park redesign.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

To review and discuss the Fritz Park redesign plans.

### SUMMARY OF REQUEST:

Parks Board reviewed the master plan concept at the December 14, 2022 meeting. The board voted unanimously to approve the master plan concept.

The plan was presented at the January 5, 2023, City Council meeting.

We are currently collecting feedback from the community on recommendations for amenities.

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 5.6.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on permanent signage at Adam Orgain Park.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

This item was requested by Commissioner Dyer regarding a permanent sign at Adam Orgain Park.

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. Sign Ordinance UDC

#### **10.409.9 Floodlights**

- Floodlights may be used only to light sports fields, outdoor recreation areas and construction sites.
- Floodlights must be fully shielded or provided with sharp cut-off ability, to minimize uplight, spill-light and glare.

#### **10.409.10 Accent lighting**

- Bottom-mounted lights used to illuminate landscaping and water features, or provide visual accents, are permitted.
- Pole mounted accent lighting greater than 1 ft. tall is prohibited.
- Roof-mounted and rooftop accent lighting is prohibited.
- Banding of building plane changes (cornices, building corners, column edges, etc) with neon or other illumination is prohibited.

#### **10.409.11 Signs**

- Signs may be illuminated internally.
- Bottom mounted lights may illuminate a monument sign no more than 8 ft. tall. Lighting should not spill over the edge of the sign face.
- Exposed bulbs that outline a sign are prohibited.
- Blinking, chasing, or other changes in illumination intensity, color, or direction, intentional or not, are prohibited. This includes electronic message centers.

General sign requirements are in Section 10.410.

#### **10.409.12 Alternative conformance**

Development Services staff may consider an alternative lighting plan. Alternative lighting plans must clearly identify and discuss modifications, proposed alternatives, and how the alternative plan will meet the intent of this section better than a plan conforming to this section. Development Services staff will consider the proposed design protects natural areas from light intrusion, enhances neighborhood continuity and connectivity, and shows innovative and creative design.

### **10.410 Signs**

#### **10.410.1 Intent**

Standards for use, placement, size and design of signs are intended to:

- Protect the public from signs that are poorly designed, constructed or maintained; and signs that are dangerously distracting to pedestrians and motorists by their message delivery and placement.
- Preserve and enhance property values; create a more attractive business climate, increase the quality of life for residents, and protect the unique character of the city's built and natural environment, by curbing visual pollution resulting from excessive signs.
- Contribute to a built environment that will differentiate Hutto from adjacent municipalities, and reinforce the city's identity and desired character.
- Protect residential areas adjoining non-residential areas from adverse visual impacts of nearby signs.
- Reduce clutter, confusion and visual pollution caused by sign oversaturation, and visual blight from poorly designed and maintained signs, and thus increase sign legibility and effectiveness.
- Protect public health, safety and welfare.

### 10.410.2 Applicability

This section applies in the following areas.

| City of Hutto<br>conventional zoned<br>areas | City of Hutto<br>FBC Form Based Code<br>zoning district | City of Hutto<br>OT Old Town<br>zoning district | Hutto extraterritorial<br>jurisdiction (ETJ) |
|----------------------------------------------|---------------------------------------------------------|-------------------------------------------------|----------------------------------------------|
| Yes; except Section<br>10.410.4              | Yes; except Section<br>10.410.3                         | Yes; except<br>Section 10.410.3                 | Yes                                          |

### 10.410.3 Permitted signs in conventional zoning districts

#### 10.410.3.1 Agricultural uses

The following signs are permitted on lots with agricultural uses, and vacant parcels not subdivided or zoned for residential use.

|                                       | Type                                                                                                                     | Number                                | Maximum area        | Maximum height                                           | Minimum setback                               |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------|----------------------------------------------------------|-----------------------------------------------|
| Permanent                             | Attached (wall) or freestanding (monument, pole), at farm stands, or retail operations selling products produced on site | 1                                     | 32 sq. ft.          | Freestanding: 6 ft.<br>Attached: below roofline          | Freestanding: 5 ft. from property lines       |
|                                       | Freestanding (monument, pole), at farms, ranches, or similar operations                                                  | 1 per driveway entrance               | 32 sq. ft.          | 6 ft.; 10 ft. to bottom if arched over driveway entrance | 5 ft. from property lines                     |
|                                       | A-frame                                                                                                                  | 1; display only during business hours | 12 sq. ft.          | 4 ft.                                                    | As close to the building entrance as possible |
| Temporary: property with construction | Freestanding (pole) or attached (wall)                                                                                   | 1 per street frontage                 | 32 sq. ft. per sign | Freestanding: 6 ft.<br>Attached: below roofline          | Freestanding: 5 ft. from property lines       |
| Temporary: property for sale or rent  | Freestanding (pole) or attached (wall)                                                                                   | 1 per street frontage                 | 32 sq. ft. per sign | Freestanding: 6 ft.<br>Attached: below roofline          | Freestanding: 5 ft. from property lines       |
| Temporary displays                    | Allowed only for agricultural uses, per Section 10.410.7                                                                 |                                       |                     |                                                          |                                               |

### 10.410.3.2 Residential uses

The following signs are permitted on lots with residential uses and no others.

| Type                                   |                                                                                     | Number                                                                | Maximum area        | Maximum height                                                        | Minimum setback                         |
|----------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------|---------------------|-----------------------------------------------------------------------|-----------------------------------------|
| Permanent: development identification  | Freestanding (monument or integrated into entry feature)                            | 2 per entrance into the development                                   | 32 sq. ft. per sign | 6 ft.; may be taller if integrated into entry feature (fountain, etc) | 5 ft. from property lines               |
| Temporary: property with construction  | Freestanding (pole) or attached (wall)                                              | 1 per street frontage                                                 | 4 sq. ft. per sign  | Freestanding: 6 ft.<br>Attached – below roofline                      | Freestanding: 5 ft. from property lines |
| Temporary: property for sale or rent   | Freestanding (pole) or attached (wall)                                              | 1 per street frontage                                                 | 4 sq. ft. per sign  | Freestanding: 6 ft.<br>attached: below roofline                       | Freestanding: 5 ft. from property lines |
| Temporary: property with model home    | Freestanding (pole)                                                                 | 1 per house                                                           | 12 sq. ft. per sign | 4 ft.                                                                 | 5 ft. from property lines               |
| Temporary: new residential development | Freestanding (pole) or attached (wall)                                              | 1 per entrance into the development                                   | 32 sq. ft. per sign | Freestanding: 6 ft.<br>Attached: below roofline                       | Freestanding: 5 ft. from property lines |
|                                        | Freestanding (flag)                                                                 | 1 per 50 linear feet of project frontage; up to 6 for the development | 15 sq. ft. per flag | 20 ft.                                                                | 5 ft. from property lines               |
|                                        | Freestanding (pole)                                                                 | 1 per 50 linear feet of project frontage; up to 6 for the development | 12 sq. ft. per sign | 4 ft.                                                                 | 5 ft. from property lines               |
| Temporary displays                     | Only for rental multiple household dwelling complexes, subject to Section 10.410.7. |                                                                       |                     |                                                                       |                                         |

### 10.410.3.3 Institutional and civic uses

The following signs are permitted on lots with institutional and civic uses, and no others.

| Type                                  |                                                     | Number                | Maximum area                                        | Maximum height                                   | Minimum setback                         |
|---------------------------------------|-----------------------------------------------------|-----------------------|-----------------------------------------------------|--------------------------------------------------|-----------------------------------------|
| Permanent                             | Freestanding (pole, monument)                       | 1                     | 32 sq. ft.                                          | 6 ft.                                            | 5 ft. from property lines               |
|                                       | Attached (awning, canopy, projecting, wall, window) | 2 per wall            | Building total = 0.5 sq. ft. per façade frontage ft | Below roofline                                   | n/a                                     |
| Temporary: property with construction | Attached (wall) or freestanding (pole)              | 1 per street frontage | 12 sq. ft. per sign                                 | Freestanding: 6 ft.<br>Attached: below roofline. | Freestanding: 5 ft. from property lines |
| Temporary: property for sale or rent  | Attached (wall) or freestanding (pole)              | 1 per street frontage | 12 sq. ft. per sign                                 | Freestanding: 6 ft.<br>Attached: below roofline. | Freestanding: 5 ft. from property lines |
| Temporary displays                    | Subject to Section 10.410.7.                        |                       |                                                     |                                                  |                                         |

10.410.3.4 Commercial, retail and industrial uses, and B-1, B-2, LI, I and REC districts

The following signs are permitted on lots with commercial, retail and industrial uses, and all uses in the B-1, B-2, LI, I and REC districts, and no others.

|           | Type                                                                                                | Number                                                                                                 | Maximum area                                                                                                                                                   | Maximum height                                                  | Minimum setback                                                                  |
|-----------|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|----------------------------------------------------------------------------------|
| Permanent | Freestanding (monument): single use/building sites and outparcels                                   | 1, or 2 (1 per street frontage) if on corner lot with $\geq 1,000$ ft. of linear frontage              | 32 sq. ft. per sign                                                                                                                                            | 6 ft.                                                           | 5 ft. from property lines.<br>100 ft. from other freestanding signs on the site. |
|           | Freestanding (monument): multi-tenant building/retail center <100,000 sq. ft. GFA                   | 1 per street frontage                                                                                  | 48 sq. ft. per sign                                                                                                                                            | 8 ft.                                                           | 5 ft. from property lines.<br>100 ft. from other freestanding signs on the site. |
|           | Freestanding (monument): multi-tenant building/retail center $\geq 100,000$ sq. ft. GFA             | 1 per street frontage or per 1000 ft. of linear frontage                                               | 64 sq. ft. per sign                                                                                                                                            | 12 ft.                                                          | 5 ft. from property lines.<br>100 ft. from other freestanding signs on the site. |
|           | Attached (awning, canopy, projecting, wall and window): single use/building sites                   | Any, up to maximum permitted area for the wall                                                         | Front/façade: 1.0 sq. ft. per linear wall frontage ft.<br>Side and rear walls: 0.50 sq. ft. per linear wall frontage ft.                                       | Below roofline                                                  | n/a                                                                              |
|           | Attached (awning, canopy, projecting, wall and window): multi-tenant building/shopping center sites | Any, up to maximum permitted area for the tenant frontage of the wall where the signage will be placed | Same permitted area as single use/building sites, allocated by tenant frontage for an individual façade or wall. May be further restricted by master sign plan | Below roofline                                                  | n/a                                                                              |
|           | Attached (gas station canopy; instead of freestanding signs)                                        | 1 on each side                                                                                         | no more than 32 sq. ft. per sign                                                                                                                               | n/a                                                             | n/a                                                                              |
|           | Attached (sculptural)                                                                               | 1 per building or tenant space                                                                         | no more than 32 sq. ft. (height at tallest point $\times$ width at widest point)                                                                               | at least 50% of sculpture height below roofline or parapet wall | n/a                                                                              |

|                                      |                                                                                                                                                                                                          |                                                |                                                                                                          |                                                                                             |                                                                                  |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Permanent                            | Freestanding (Pole) (SH 130 Frontage only): Single use (pole with stucco finish and base) Allowed only instead of a Monument Sign                                                                        | 1 fronting SH130 per every 1,000 feet frontage | 180 sq. ft. per sign                                                                                     | 24 ft (as measured from the finished elevation of the frontage road in front of the center) | 5 ft. from property lines.<br>100 ft. from other freestanding signs on the site. |
|                                      | Freestanding (Pole) (SH 130 Frontage only): Multi-tenant multi-building/retail center $\geq 100,000$ sq. ft. GFA (pole with stucco finish and base) Allowed only instead of a Multi-Tenant Monument Sign | 1 fronting SH130 per every 1,000 feet frontage | 180 sq. ft. per sign                                                                                     | 30 ft (as measured from the finished elevation of the frontage road in front of the center) | 5 ft. from property lines.<br>100 ft. from other freestanding signs on the site. |
| Temporary: Construction              | Freestanding                                                                                                                                                                                             | 2 per vehicle entrance                         | 64 sq. ft. per sign                                                                                      | 6 ft.                                                                                       | 5 ft. from property lines                                                        |
| Temporary: A-frame                   | A-frame                                                                                                                                                                                                  | 1; display only during business hours          | 12 sq. ft.                                                                                               | 4 ft.                                                                                       | As close to the building entrance as possible                                    |
| Temporary: property for sale or rent | Attached (wall) or freestanding (pole)                                                                                                                                                                   | 1 per street frontage                          | 1 sq. ft. per acre per sign, 32 sq. ft. per sign minimum allocation, not to exceed 128 sq. ft. per sign. | Freestanding: 6 ft. Attached: below roofline.                                               | Freestanding: 5 ft. from property lines                                          |
| Temporary displays                   | Subject to provisions of Section 10.410.7.                                                                                                                                                               |                                                |                                                                                                          |                                                                                             |                                                                                  |

#### 10.410.4 Permitted signs in FBC and OT District Sign Standards

##### 10.410.4.1 Applicability:

1. All signs shall comply with this section unless specifically listed herein.
2. For all new signs and modifications to existing signs, the standards in the table below shall apply and sign permits may be approved administratively, unless specifically noted in this section.
3. An applicant has the option to establish unique sign standards through a Master Sign Plan that includes standards for size, color, type, design, and location based upon specific performance criteria. In the FBC district, a Master Sign Plan shall be considered per Section 10.203.1. A Master Sign Plan in the OT district shall be reviewed by Development Services staff and approved by the Historic Preservation Commission (HPC).
4. Non conforming signs shall meet Section 10.410.11 of the City of Hutto UDC.

##### 10.410.4.2 Prohibited Signs:

The following sign types are prohibited unless approved as part of a Master Sign Plan or otherwise noted:

1. Freestanding Pole signs
2. Animated signs
3. Streamers and pennants
4. Inflatables and balloons

10.410.4.3 General Sign Standards: Signs shall be designed to be compatible with not just the historic character of the area but convey quality and permanence. To this end, the following sign standards shall apply by sign type:

| Sign Type                                                                                | Maximum Number                                                    | Maximum Area                                                             | Maximum Height | Minimum Setback | Other Standards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| <b>Permanent Signs</b>                                                                   |                                                                   |                                                                          |                |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| i. Freestanding Monument sign (single use/building site and/or outparcel)                | 1 per street frontage                                             | 32 sq.ft./ sign face                                                     | 6 feet         | 4 feet          | <p>Standards for all monument signs:</p> <ol style="list-style-type: none"> <li>1. All monument signs shall include a sign face and a sign structure (sides, base and cap).               <ol style="list-style-type: none"> <li>a. The sign base and sign structure shall be brick, stone, or masonry material matching the front façade of the building.</li> <li>b. The sign face shall be framed by a minimum of 6" of brick, stone, or masonry material matching the front façade of the building.</li> <li>c. The monument sign base shall be a maximum of 2 feet in height and shall be included in the calculation of total height.</li> </ol> </li> <li>2. Maximum total height is measured from the finished grade at the center of the sign to the top of the sign cap. If the finished grade at the center of the sign is higher or lower than the finished grade of the fronting street, then the height shall be measured from the finished grade of the fronting street.</li> <li>3. Monument signs shall not block any driveway or street sight triangles</li> <li>4. Monument signs shall only be permitted along:               <ol style="list-style-type: none"> <li>a. street frontages where the building setback is 10 feet or greater; OR</li> <li>b. US 79 frontage; OR</li> <li>c. FM 1660 frontage</li> </ol> </li> <li>5. Following standards shall also apply to monument signs with message boards:               <ol style="list-style-type: none"> <li>a. Shall only be permitted for public, non-profit, institutional, and religious uses.</li> <li>b. Shall not include flashing letters or words or rapidly changing</li> </ol> </li> </ol> |
| ii. Freestanding Monument sign (multi-tenant building/retail center <50,000 sq.ft. GFA)  | 1 per street frontage                                             | 48 sq.ft. / sign face; divided into no more than 4 sign panels/sign face | 8 feet         | 4 feet          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| iii. Freestanding Monument sign (multi-tenant building/retail center ≥50,000 sq.ft. GFA) | 1 per street frontage or per 1,000 feet of linear street frontage | 64 sq.ft. / sign face; divided into no more than 6 sign panels/sign face | 10 feet        | 6 feet          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| v. Freestanding Monument sign (with message board – electronic or non-electronic)        | 1 per lot                                                         | 32 sq.ft./sign face                                                      | 6 feet         | 4 feet          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| Sign Type                                                            | Maximum Number                              | Maximum Area                                                                                                                                                                                                                                      | Maximum Height                                                            | Minimum Setback | Other Standards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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|                                                                      |                                             |                                                                                                                                                                                                                                                   |                                                                           |                 | <p>messages</p> <p>6. Message boards:</p> <p>a. Electronic changeable copy/message board/variable message signs whose message portion is enclosed with glass, plastic, or other durable material and who provide an auto-dimming feature based on natural ambient light conditions. Auto-dimming feature must not allow any changeable copy/message board to exceed a brightness of 7,000 NITs in daylight or 500 NITs for night use. Such signs also cannot be animated; messages must remain static for at least sixty seconds, and display no more than four colors any one time in a static pattern.</p>                                                                                                                                                                                                                                                                                                                                                                                                                            |
| v. Attached sign – primary (building)                                | 1 per street frontage                       | <p>1.5 sq.ft. for every linear foot of building frontage up to max. of 100 sq.ft. (for single tenant façade)</p> <p>2.0 sq.ft. for every linear width of tenant frontage up to a max of 100 sq.ft. for each tenant (for multi-tenant facades)</p> | Located on the building façade above 8' and below the top of the parapet. | NA              | <p>The following shall apply to building signs:</p> <ol style="list-style-type: none"> <li>1. Signs may be internally or externally lit.</li> <li>2. All exposed conduit, junction boxes, and electrical transformer boxes must be concealed from public view.</li> <li>3. Individual channel letters (with or without internal illumination) shall be utilized. Channel letters incorporated on a cloud background may also be acceptable.</li> <li>4. Wireways shall be preferred over exposed raceways if channel letters are not possible, and shall be as thin and narrow as possible so as to not extend in width or height beyond the area of the sign's lettering or graphics, finished to match the color and texture of the façade background, or be integrated into the overall design of the sign.</li> <li>5. Exposed raceways shall not be permitted.</li> <li>6. Plain rectangular cabinet box type signs shall not be permitted unless in the shape of a logo or unique design that is integral to the sign.</li> </ol> |
| vi. Attached sign – secondary (side/rear building façade, awning, or | 1 additional side/rear building façade sign | 0.75 sq.ft. for every linear foot of building                                                                                                                                                                                                     | Located on the building façade                                            | NA              | <ol style="list-style-type: none"> <li>1. Same standards as above for secondary building signs</li> <li>2. On multi-tenant buildings, secondary building signs shall only be permitted</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

| Sign Type                                                                                                 | Maximum Number                                                             | Maximum Area                                                                                        | Maximum Height                                           | Minimum Setback | Other Standards                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| canopy)                                                                                                   | 1 per awning or canopy over 6 feet in width                                | frontage or tenant frontage up to max. of 75 sq.ft.<br><br>16 sq.ft. for each awning or canopy sign | above 8' and below the top of the parapet.               |                 | if the tenant space is adjoining the building façade where the secondary sign is proposed.<br>3. Awnings narrower than 6 feet may include a logo only (no larger than 4 sq.ft. per awning)<br>4. Awnings shall NOT be vinyl or plastic<br>5. Awnings shall be made of a fade-resistant material and kept in good repair and condition.                                                                                                          |
| vii. Attached sign (building projecting sign—single or multi-tenant building)                             | 1 per street fronting building façade                                      | 50 sq.ft. per sign face                                                                             | Above the awning or canopy line                          | NA              | 1. Will not obstruct any pedestrian or vehicular way (vertical clearance of 8 ft. from the finished sidewalk if it is non-illuminated and 11 ft from the finished sidewalk if it is illuminated).<br>2. Sign may project no more than 50% of the width of the sidewalk or 6 ft. from building façade line (whichever is less).<br>3. Sign may not extend above building parapet line or eaves line.<br>4. Shall be located over the canopy line |
| viii. Attached sign or tenant projecting sign (under awning or canopy projecting – multi-tenant building) | 1 per tenant space                                                         | 16 sq.ft./sign face per tenant space                                                                | Min. vertical clearance of 8' required under the sign    | NA              | 1. May encroach a maximum of 3 ft. over a public sidewalk, but shall not encroach over any parking or travel lane.<br>2. Tenant projecting signs shall be oriented perpendicular to the building façade and hung under the soffit of an arcade or under a canopy/awning or attached to the building façade immediately over the ground floor tenant space while maintaining a vertical clearance of 8 ft. from the finished sidewalk.           |
| ix. Attached sign (sculptural)                                                                            | 1 per tenant space (in lieu of a tenant projecting sign)                   | 16 sq.ft./sign face per tenant space                                                                | Min. vertical clearance of 8' required under the sign    | NA              | 1. Total area of the sign shall be measured by adding all the three plane areas of the 3 dimensional sign.<br>2. At least 50% of the height of the sign shall be located below the parapet or roof line.                                                                                                                                                                                                                                        |
| x. Attached sign (marquee sign)                                                                           | 1 per building (in lieu of a primary building sign and building projecting | 100 sq.ft. per sign                                                                                 | Min. vertical clearance of 8' required under the marquee | NA              | 1. Permitted for theaters, auditoriums, and other public gathering venues of 100 persons or more<br>2. Marquee signs shall be attached to the building or located above or below canopy<br>3. Message boards may have changeable copy (electronic and                                                                                                                                                                                           |

| Sign Type                                                     | Maximum Number                            | Maximum Area            | Maximum Height                | Minimum Setback | Other Standards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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|                                                               | sign)                                     |                         |                               |                 | non-electronic). Electronic message boards shall be non flashing. If LED signs are used for the Marquee, they shall be covered by a lens diffuser.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| xi. Attached sign (neon sign)                                 | 1 per tenant                              | Varies                  | Min. vertical clearance of 8' |                 | 1. Shall only be permitted through review and approval by the Historic Preservation Commission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| xii. Attached sign (window sign)                              | NA                                        | 25% of each window area | NA                            | NA              | <ol style="list-style-type: none"> <li>1. Window signs should not obscure the visibility into a shop for the passerby. Every effort should be made to integrate window signs with store window displays.</li> <li>2. No fluorescent materials shall be used for window signs.</li> <li>3. Window signs are only permitted on the first story of the building.</li> <li>4. Temporary advertising placards, banners, pennants, trademarks, or other descriptive material may be placed on the inside of the glass. However, they shall be integrated with a storefront display of merchandise in the store.</li> <li>5. Business name, address, hours of operation, entrance/exit information, and emergency phone numbers may be displayed on primary entrance door.</li> <li>6. Business address, closed/open signs, hours of operation, credit card logos, real estate signs and 'now hiring' signs are exempt from the maximum area limitation.</li> <li>7. Mannequins and storefront displays of merchandise sold are not considered window signs.</li> <li>8. Interior directory signage identifying shopping aisles and merchandise display areas shall also be exempt from the window sign limitation.</li> <li>9. Small neon "open" signs are permitted.</li> </ol> |
| xiii. Attached sign (permanent menu board – restaurants only) | 1 per tenant (restaurants and cafes only) | 4 sq.ft.                | NA                            | NA              | 1. Permanent menu boards may be mounted on the railing of the sidewalk café or on the wall next to the entrance door into the restaurant or café.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

| Sign Type                                                                 | Maximum Number | Maximum Area            | Maximum Height | Minimum Setback | Other Standards                                                                                                                                                                                                                                                                                                                                                                                    |
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|                                                                           |                |                         |                |                 | 2. Such menu boards may be illuminated by the smallest light fixture needed to provide appropriate illumination.                                                                                                                                                                                                                                                                                   |
| xiv. Attached sign (building directory – multi-tenant buildings or sites) | 1 per building | 12 sq.ft.               | NA             | NA              | <ol style="list-style-type: none"> <li>1. Shall be allowed for all multi-tenant commercial and mixed use buildings only mainly to provide signage to upper floor tenants.</li> <li>2. The directory sign shall be affixed on the ground floor façade of the building next to the doorway or entrance that provides access to the upper floor tenants.</li> </ol>                                   |
| xv. Painted on wall signs (murals)                                        | Varies         | Varies                  | NA             | NA              | <ol style="list-style-type: none"> <li>1. Shall only be permitted through review and approval by the Historic Preservation Commission in the OT district.</li> </ol>                                                                                                                                                                                                                               |
| <b>Temporary Signs</b>                                                    |                |                         |                |                 |                                                                                                                                                                                                                                                                                                                                                                                                    |
| i. Portable sign (A-frame or sandwich board)                              | 1 per tenant   | 12 sq.ft. per sign face | 4 feet         | NA              | <ol style="list-style-type: none"> <li>1. Sign shall be placed in front of the respective tenant space.</li> <li>2. A minimum of 6 ft. of sidewalk shall remain clear.</li> <li>3. Chalkboards may be used for daily changing of messages. Reader boards (electronic and non-electronic) shall be prohibited.</li> <li>4. Sign shall be removed every day after the business is closed.</li> </ol> |
| ii. Banners                                                               | 1 per tenant   | 32 sq.ft.               | NA             | NA              | <ol style="list-style-type: none"> <li>1. Shall be permitted no more than four times in each calendar year for no more than 14 continuous days at a time with a minimum 14 day break between banner installation.</li> <li>2. Shall only be permitted on non-residential lots.</li> </ol> <p>City are exempt from the above timeframe provisions.</p>                                              |
| iii. Banners - “Grand opening”                                            | 1 per tenant   | 32 sq.ft.               | NA             | NA              | <ol style="list-style-type: none"> <li>1. Shall be permitted one time with a new business that has obtained a certificate of occupancy from the city for no more than 45 continuous days.</li> </ol>                                                                                                                                                                                               |
| iv. Storefront window displays                                            | NA             | NA                      | NA             | NA              | <ol style="list-style-type: none"> <li>1. Storefront window displays shall be exempt so long as they display mannequins and merchandise being sold.</li> </ol>                                                                                                                                                                                                                                     |

|                                 |                                                             |                    |                                |                                |                                                                 |
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| v. For sale, rent or lease sign | 1 per tenant space (window) ; and 1 per site (freestanding) | 32 sq.ft. per sign | 6 feet for free standing signs | 6 feet for free standing signs | 1. Shall not block any sign triangles for driveways and streets |
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| Sign Type                                                                         | Maximum Number                                    | Maximum Area        | Maximum Height | Minimum Setback | Other Standards                                                                                                                                                                            |
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|                                                                                   | freestanding or sign attached to a wall or fence) |                     | ng sign        |                 |                                                                                                                                                                                            |
| vii. Special event signs                                                          | 1 per site                                        | 32 sq. ft. per sign | NA             | NA              | 1. Shall be permitted to be placed no more than 4 weeks prior to the event and removed within 2 working days after the event                                                               |
| <b>Exempt Signs</b>                                                               |                                                   |                     |                |                 |                                                                                                                                                                                            |
| i. City, state, or country flags                                                  |                                                   |                     |                |                 | <ul style="list-style-type: none"> <li>No corporate logos allowed</li> </ul>                                                                                                               |
| ii. Political signs                                                               |                                                   |                     |                |                 | <ul style="list-style-type: none"> <li>Shall be removed immediately after the election</li> </ul>                                                                                          |
| iii. Traffic control or safety sign                                               |                                                   |                     |                |                 |                                                                                                                                                                                            |
| iv. Wayfinding signs within the public right of way                               |                                                   |                     |                |                 | <ul style="list-style-type: none"> <li>Per any city or public agency plans</li> </ul>                                                                                                      |
| v. Directional signs internal to a site without visibility from any public street |                                                   |                     |                |                 | <ul style="list-style-type: none"> <li>If adjoining any residential uses, lighting shall be minimally intrusive and directed away from residential uses to the extent possible.</li> </ul> |

#### 10.410.5 Exempted signs

These signs are permitted in all districts, unless noted.

- Address numbers and family name identification on residences.
- City-owned/operated signs.
- Off-site directional kiosk signs authorized by the City of Hutto.
- Directional sign: one freestanding sign per curb cut in commercial and industrial districts only. Signs may be no more than 4 ft. tall and no more than 6 sq. ft. in area.
- For sale, for rent and for lease signs on vehicles, boats, trailers and other personal property.
- Garage sale signs: up to three signs, each no more than 4 sq. ft., may be displayed only while the garage sale is in progress. Garage sale signs must be placed outside of the right-of-way and public property. Garage sale signs may be placed within City of Hutto right-of-way (not County or State right-of-way) if written permission from an adjacent property owner is attached to said sign. Said garage sale sign must be removed before 5:00 PM on the last day of the sale. This amendment supersedes Chapter 8, Article 8.05 of the City of Hutto Code of Ordinances.
- Hippopotamus statues no more than 3 ft. tall painted with the name, logo and/or trademark colors of the business or sponsor displaying them.

#### *Hippopotamus statue*

- Historical markers, plaques, grave markers, cornerstones and commemorative tablets.
- Works of fine art that in no way identify or advertise a product or business.
- National, state, local and decorative non-commercial flags, each no more than 50 sq. ft. in area, flown for their intended purpose under generally accepted flag protocol, on a flagpole or building mounted staff no taller than the maximum permitted building height in the underlying zoning district, and not acting as a form of advertising.
- Open house signs: up to three signs may be used, displayed outside the public right-of-way and public property. Open house signs may be placed within City of Hutto right-of-way (not County or State right-of-way) if written permission from an adjacent property owner is attached to said sign. Said open house sign shall be displayed only while the open house is in progress or for 16 hours in a one-week period, whichever is shorter. The sign must be removed immediately after the open house. Signs may be no more than 4 sq. ft. in area, and no more than 4 ft. tall. This amendment supersedes Chapter 8, Article 8.05 of the City of Hutto Code of Ordinances.
- Public Information Signs, provided such signs are removed no more than 3 days after event.
- Public utility warning and underground utility identification signs.
- Religious symbols (cross, Star of David, star and crescent, etc.). Signs where the shape of a religious symbol is an integral part of the sign design are not exempted.
- Signs manufactured as a standard, integral part of a mass-produced product accessory to a commercial, public or semi-public use, including telephone booths, mail and newspaper boxes, vending machines, automated teller machines, gas pumps and vacuums.
- Signs, notices, placards, certificates and official papers authorized or required by statute, government agency or court.
- Signs for rest rooms, accepted credit cards, business organization membership (Chamber of Commerce, Better Business Bureau, etc.), meetings of civic groups, and business hours, displayed at a business.
- Signs identifying zones in parking lots, no more than 6 sq. ft. in area.
- Signs on concessions and rides at special events such as fairs and festivals.
- Signs painted on vehicles and trailers that are operating and registered, used in everyday business activities, parked in areas appropriate for their use as vehicles normally used during business hours, and not being used only for attracting business.
- Temporary decorations and displays that are clearly associated with a national, local, or religious holiday or celebration, provided there are no fire, traffic, or pedestrian hazards.

#### **10.410.6 Prohibited signs**

The following signs are prohibited in all districts, unless noted.

- Off-premise signs, except for directional kiosk signs authorized by the City of Hutto and wayfinding sign program as authorized by the City of Hutto.
- Signs with changing light, color or motion effects, intentional or resulting from a defect. This prohibition includes, but is not limited to:
  - o Blinking, flashing, chasing, strobe and alternating color lights, integrated into a sign or not.
  - o Electronic message centers.
  - o Signs incorporating “eye catchers” and similar shiny devices designed to reflect light and create a glimmering or flashing effect.
  - o Signs with animated or rotating parts.
  - o Signs emitting flame, smoke, steam or other visual matter.

This prohibition does not apply to:

- o Electronic changeable copy/message board/variable message signs whose message portion is enclosed with glass, plastic, or other durable material and who provide an auto-dimming feature based on natural ambient light conditions. Auto-dimming feature must not allow any changeable copy/message board to exceed a brightness of 7,000 NITs in daylight or 500 NITs for night use. Such signs also cannot be animated, messages must remain static for at least sixty seconds, and display no more than four colors any one time in a static pattern.
  - o Signs with flashing or chasing lights on concessions and rides at special events such as fairs and festivals.
  - o Holiday decorations and light strings displayed during December. Light strings cannot outline or highlight a sign.
  - o Rotating barber poles, that may or may not be internally lit, at a legitimate barber or beauty shop.
  - o Rudimentary time and temperature displays that are not potentially distracting to drivers.
  - o Warning signs and markers placed by, or authorized by and on behalf of government agencies.
- Signs placed in or over the public right-of-way or public property. The city may remove signs in the public right-of-way or on public property.

This prohibition does not apply to:

- o Signs placed by government authorities.
- o Banners placed on a light pole, utility pole, or over a street, as part of a special event of general civic interest.
- o Kiosk and way-finding signs.
- o Temporary garage sale and open house signs in compliance with Section 10.410.5 and this Code, and if no more than three (3) signs are located on any lot or abutting any lot.
- o Temporary political campaign sign or literature may be placed on public property that serves as an early voting location or an election day voting location. Only signs and literature that refer to a candidate or issue that is on the ballot at a particular voting location may be placed at that voting location. A maximum of ten (10) signs per candidate or issue may be placed at each polling location.
- o Temporary political sign or literature placed on public property being used as a polling location may not:
  - be placed within the public right-of-way;
  - have an effective area greater than three (3) sq. ft.;
  - be more than four (4) ft. high;
  - be illuminated or have any moving elements;
  - be within one-hundred (100) ft. of an outside door through which a voter may enter the public building;
  - be on driveways, parking areas, or medians within parking areas on the premises, with the exception of political campaign signs attached to vehicles lawfully parked at the premises;

- be attached, placed or otherwise affixed in any area designated as a planting or landscaped area or to any tree, shrub, building, pole or other improvement;
  - be placed within ten (10) ft. of the public road way adjacent to the premises;
  - be placed on the premises earlier than twenty-four (24) hours before the commencement of early voting if being placed at an early voting location or the commencement of election day voting if being placed at an election day voting location; and remain on the premises more than twenty-four (24) hours after early voting has ended if placed at an early voting location or after election day voting has ended if being placed at an election day voting location.
- Signs placed on vehicles and trailers that are parked and used primarily as a sign.
  - Signs and posters placed on trees, fences, light poles and utility poles, except parking lot zone signs on light poles.
  - Banners, pennants, balloons, streamers, and other temporary signs, except on a temporary basis as permitted in Section 10.410.7.
  - Attached signs placed on a roof or above a parapet wall of a building. This prohibition does not apply to sculptural signs.
  - Attached domed, bullnose and bubble-style awning signs.
  - Freestanding signs placed where they might obscure a clear view of traffic on intersecting streets, and traffic warning and control signals and signs.
  - Signs that closely resemble or imitate official signs and traffic control devices.
  - Signs blocking doors, windows, vents, stairs and ramps.
  - Signs built and displayed without a sign permit, if a sign permit is required.
  - Signs built from materials usually used for temporary signs (cloth, thin plastic, corrugated plastic, etc.) displayed as permanent signs, except for no more than 30 days or less in place of a damaged, removed or permitted but unbuilt sign
  - Portable signs, including signs originally built as portable signs permanently mounted on a building or the ground.
  - Snipe, spam, and bandit signs.
  - Large objects such as motor vehicles, boats, aircraft, engine blocks, home appliances, heavy equipment, industrial machinery, and similar objects used as or included in signs.
  - Signs not expressly permitted in this section or elsewhere in this code.

#### **10.410.7 Temporary signs and displays**

##### **10.410.7.1 Temporary displays**

Temporary displays may include these items, only as permitted in Section 10.410.3 and 10.410.4

- Banners, no more than 32 sq. ft.
- Banners placed over the street to identify special events of general civic interest. The banners cannot be used for commercial advertising. Sponsor identification may be displayed on no more than 25% of the banner face area.
- Pennants, streamers, and small (no more than 12 in. diameter) balloons.
- Balloons and other inflatable objects no more than 12 ft. in height. Balloons and inflatable objects cannot be placed on top of a building. Inflatable objects cannot have flailing or animated elements.
- New development marketing flags.
- Grand Opening Banners, no more than 64 sq. ft. and removed after 45 days after opening of the business.

A business may have up to ten temporary displays in a calendar year, with a time of no more than 15 days for each display. No more than two consecutive displays shall be permitted.

##### **10.410.7.2 Construction – “Coming Soon” sign display time**

Temporary signs may be displayed up to 18 months. Signs must be removed in 48 hours after

construction is complete.

#### 10.410.7.3 Real estate sign display time

Temporary signs on property for sale or rent must be removed in 48 hours after the lease or sale of the identified property.

#### 10.410.7.4 Temporary development sign display time

- Temporary signs at developments may be displayed for up to one year, or until the last house or unit in the development is sold, whichever is later.
- Temporary development signs at rental communities may be displayed for up to one year, or until 90% of units are occupied, whichever is later.

### 10.410.8 Substitution of noncommercial message

Noncommercial copy may be substituted for commercial copy on any permitted sign. If noncommercial copy is substituted, the resulting sign will continue to be treated as the original commercial sign under this code and will not be treated as an outdoor advertising display. Content of noncommercial copy on a sign otherwise permitted by this code may be changed without complying with provisions required for sign copy or design approval.

### 10.410.9 Sign design

#### 10.410.9.1 Color

Colors for sign frames and supports must match the primary finish and colors of buildings on the site.

#### 10.410.9.2 Illumination

- Illumination must be shielded so there is no glare in the public right-of-way and adjacent properties, and directed so it does not point towards the sky.
- Illumination must be steady and even over the entire sign face. The full number of lighting elements must be kept in working condition.

#### 10.410.9.3 Materials

- Internally lit channel letters and halo lit letters are preferred for attached signs. Domed, bullnose and bubble-style awning signs, and internally illuminated box signs, are prohibited as attached signs.
- The sign base of permanent freestanding signs must match the dominant masonry surface material of the main building on the site.

#### 10.410.9.4 Attached sign placement

- Attached signs cannot overlap features such as cornices, eaves, window and door frames, columns and other decorative elements.
- Signs must be placed at least 3 ft. from the vertical edge of a wall and other attached signs.

#### 10.410.9.5 Attached sign height

- Attached signs must be placed entirely below the lowest point of a building's parapet wall, except signs on water towers and smokestacks.
- The lowest point of a projecting or awning sign must be at least 8 ft. above the sidewalk.

#### 10.410.9.6 Window sign area

- Window signs may cover no more than 25% of a window area.
- Window signs are not considered in measuring the overall sign face area on a wall.

#### 10.410.9.7 Freestanding sign placement

- Freestanding signs cannot be placed where they obscure important architectural features such as entrances, display windows or decorative elements when seen from the public right-of-way.

- Freestanding signs cannot be placed in or project over the public right-of-way, or create a visual obstruction in a vertical space between 3 ft. and 10 ft. above the curb in the clear vision area.

#### 10.410.9.8 Freestanding sign landscaping

Landscaping must form a cluster at the base of freestanding signs, in an area at least 25% of the sign height around the footprint.

#### 10.410.9.9 A-frame signs

A-frame signs must be secured firmly in place. Securing may include anchoring to the wall of the building or weighing down with sandbags. Sandbags cannot protrude from the sides of sign.

#### 10.410.9.10 Sign Master Plans

Development Services staff may require a Sign Master Plan to be submitted and approved with a concept plan or site plan for a development. Sign type, color, scheme, size and illumination in the center must be coordinated and compatible with the architectural character on the site.

### **10.410.10 Sign permits**

#### 10.410.10.1 Sign permit required

Sign permits are required for the following sign types:

- New permanent signs, excluding window signs.
- New development signs.
- New real estate, construction and temporary development signs at least 12 sq. ft.
- Temporary displays.
- A-frame signs (permit duration one year; may be renewed)
- Expansion to the face area or height, or change in the dimensions of an existing sign
- Change in the location of an existing sign.
- Change in the logo, name or message displayed on an existing sign, except altering the copy on changeable copy faces.

#### 10.410.10.2 Sign permit and specific use permit approval required

Specific use permit review and approval, and a sign permit, is required for a sculptural sign.

#### 10.410.10.3 Sign permit not required

Sign permits are not required for the following sign types:

- Exempted signs.
- Window signs.

#### 10.410.10.4 Revocation

Sign permits will be revoked if there is any violation of this code or misrepresentation of any information in the permit application.

#### 10.410.10.5 Pending violations

Sign permits will not be issued for businesses or locations where existing signs violate this code, except to replace an illegal sign with a legal sign.

#### 10.410.10.6 Expiration

Sign permits expire six months after permit issuance, if the signs are not built.

### **10.410.11 Sign maintenance**

#### 10.410.11.1 Building code conformance

Signs must be built and maintained in conformance to structural, electrical and safety standards of the

most current International Building Code, as adopted by the City.

#### 10.410.11.2 Condition

Signs must be kept clean and in good repair, visually and structurally. Braces, bolts, clips, fastenings and supporting frames must be securely affixed to the support structure or wall. Signs must be kept free of rust, rot, insect infestations, bird nests and other deterioration.

#### 10.410.11.3 Blank signs

Sign faces that are unreadable, not maintained, or removed, leaving only the shell or support structure, must be replaced in 30 days or the sign must be removed. This is not an exception to the prohibition of nonconforming sign replacement.

#### 10.410.11.4 Unsafe signs

Signs that are unsecured, unsafe or in danger of falling; or damaged, destroyed, taken down or removed for any purpose other than copy change, must be removed or repaired to conform to this code.

#### 10.410.11.5 Removal

- When sign removal is required, the entire sign and supporting structure must be removed.
- Signs painted directly on an exposed masonry wall must be removed by a process that strips the entire sign from the wall, not by painting over the sign. Signs declared historic by the Historic Preservation Commission are exempt.

### **10.410.12 Nonconforming and abandoned signs**

#### 10.410.12.1 Nonconforming signs

Provisions for nonconforming and abandoned signs are in Section 10.206.5.

#### 10.410.12.2 Abandoned signs

Signs are considered abandoned if they:

- Advertise or identify an object, person, institution, business, product, service, event or location that no longer exists or is no longer relevant; or
- Abandoned signs must be removed by the sign owner, property owner or the city at the owner's expense. Abandoned signs cannot be reused. Signs declared historic by the Historic Preservation Commission are exempt.

### **10.411 Use specific design standards**

#### **10.411.1 Intent**

Certain uses may include design qualities that would have an adverse impact on Hutto's character and sense of place. Design of these uses will shape much of the character and attractiveness of Hutto's streetscapes, so it is important they contribute to and integrate well with the city's built environment. These special design standards, and other standards in this chapter, apply to the following uses to ensure they will be compatible with Hutto's built environment.

#### **10.411.2 Applicability**

This Section applies in the following areas.

# AGENDA ITEM REPORT

## 5.7.



**To:** City Council  
**Subject:** Consideration and possible action on recommending an agreement for Lighting at Mager Fields with Musco Sports Lighting, LLC, in an amount not to exceed \$265,705.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services /  
**Staff Contact:**

### BACKGROUND INFORMATION:

Staff is requesting approval for new lighting at Mager Fields.

Mager Field, located at 100 Mager Lane, behind Hutto Elementary School, has 3 fields for use for youth baseball and softball players. The Hutto Youth Baseball and Softball Association use the fields for practices and games for 10 months of the year. The fields are closed in January and August each year for repairs and rest.

Proposition C of the 2018 Hutto Bond allowed the fields to be renovated. That included field leveling, drainage, netting, scoreboards, concession stand renovation, and the addition of a new t-ball field in 2019-2020. This request is to replace the existing outdated lighting on two fields and add a new pole and lighting to the t-ball field. The t-ball field is not lit and this addition would allow use past dusk for this field. The remaining two fields utilize bulbs that are not energy efficient and replacements are hard to find. A few non-working bulbs can make the entire field unsafe and unusable.

### SUMMARY OF REQUEST:

Staff requests approval from City Council for an agreement for Field Lighting at Mager Fields with Musco Sports Lighting, LLC, in an amount not to exceed \$265,705.00 through BuyBoard. This Buyboard bid includes all the materials and labor associated with these bids. Bid specifications include galvanized steel poles with a pre-cast concrete base with integrated lightning grounding; factory wired and tested remote electrical components; player-activated pushbutton control system with timed on/off control; Control-Link phone app and monitoring system to provide staff with remote access to control lighting; customer support 24/7; and a 25-year warranty of materials and products.

### STAFF REVIEW:

### FISCAL NOTES:

# AGENDA ITEM REPORT

## 5.7.

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### ATTACHMENTS:

1. Hutto Baseball Fields
2. Hutto Mager Tball

**Project: Hutto Baseball Fields**  
**Hutto, Tx**  
**Reference: 191734**  
**Date: January 17, 2023**  
**Expiration Date: February 17, 2023**

**BuyBoard**  
**Master Project: 218434, Contract Number: 677-22, Expiration: 09/30/2023**  
**Commodity: Parks and Sports Field Lighting Products and Installation Services**

**All purchase orders should note the following:**  
**BuyBoard purchase – Contract Number: 677-22**

***Quotation Price – Materials Delivered to Job Site and Installation***

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***Softball Field Lighting (Field 1 and Field 2- 200' radius) .....\$203,500***

*Quote is confidential. Sales tax is not included. Pricing and lead times are effective for 30 days only.  
Prices are subject to change if the order is not released within 60 days from the date of the purchase.*

***SportsCluster® system with Total Light Control – TLC for LED™ technology***

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**Guaranteed Lighting Performance**

- Guaranteed light levels of 50 foot-candles infield and 30 foot-candles. Guaranteed uniformities of 2:1 infield and 2.5:1 outfield.
- BallTracker® technology – targeted light, optimizing visibility of the ball in play with no glare in the players typical line-of-sight

**SportsCluster® system Description**

- 6 - Factory wired poletop luminaire assemblies
- Factory aimed and assembled luminaires, including BallTracker® luminaires
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- Mounting hardware for poletop luminaire assemblies and electrical components enclosures
- Disconnects
- UL Listed assemblies

**Control Systems and Services**

- Control-Link® control and monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

**Operation and Warranty Services**

- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 10 years.



### ***Installation Services Provided***

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See scope of work below.

### ***Payment Terms***

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Musco's Credit Department will provide payment details.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC  
Attn: Amanda Hudnut  
Fax: 800-374-6402  
Email: musco.contracts@musco.com

**All purchase orders should note the following:**

**BuyBoard purchase – Contract Number: 677-22**

### ***Delivery Timing***

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8 - 10 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

### ***Notes***

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Quote is based on:

- Shipment of entire project together to one location.
- Voltage and phase to be confirmed prior to production.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Includes supply and installation of Musco system by a licensed contractor.
- Product assurance and warranty program is contingent upon site review and compatibility with Musco's lighting system.
- The owner of the field is responsible for the structural integrity of the existing poles.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Brant Troutman  
Texas Field Sales Representative  
Musco Sports Lighting, LLC  
Phone: 512-914-9500  
E-mail: brant.troutman@musco.com



**Hutto Baseball Fields  
Hutto, TX  
Retrofit Scope of Work**

**Customer Responsibilities:**

1. Complete access to the site for construction using standard 2-wheel drive rubber tire equipment.
2. Locate existing underground utilities not covered by your local utilities. (i.e. water lines, electrical lines, irrigation systems, and sprinkler heads). Musco or Subcontractor will not be responsible for repairs to unmarked utilities.
3. Locate and mark field reference points per Musco supplied layout. (i.e. home plate, center of FB field).
4. Ensure existing poles are structurally adequate to handle new fixture loading.
5. Ensure usability of existing underground wiring.
6. Pay any necessary power company fees and requirements.
7. Pay all permitting fees.
8. Provide any existing as-built documents or drawings.
9. Provide sealed Electrical Plans. (If required)

**Musco Responsibilities:**

1. Provide required fixtures, electrical enclosures, mounts, hardware, wire harnesses, and control cabinets.
2. Provide poletop luminaire assembly on six (6) poles
3. Provide fixture layout and aiming diagram.
4. Provide Contract Management as required.
5. Assist our installing subcontractor and ensure our responsibilities are satisfied.

**Subcontractor Responsibilities**

**General:**

1. Obtain any required permitting.
2. Contact 811 for locating underground public utilities and confirm they have been clearly marked.
3. Contact the facility owner/manager to confirm the existing private underground utilities and irrigation systems have been located and are clearly marked to avoid damage from construction equipment. Notify owner and repair damage to marked utilities. Notify owner and Musco regarding damage which occurred to unmarked utilities.
4. Provide labor, equipment, and materials to off load equipment at jobsite per scheduled delivery.
5. Provide storage containers for material, (including electrical components enclosures), as needed.
6. Provide necessary waste disposal and daily cleanup.
7. Provide adequate security to protect Musco delivered products from theft, vandalism, or damage during the installation.
8. Keep all heavy equipment off playing fields when possible. Repair damage to grounds which exceeds that which would be expected. Indentations caused by heavy equipment traveling over dry ground would be an example of expected damage. Ruts and sod damage caused by equipment traveling over wet grounds would be an example of damage requiring repair.
9. Provide startup and aiming as required to provide complete and operating sports lighting system.
10. Installation to commence upon delivery and proceed without interruption until complete. Musco to be immediately notified of any breaks in schedule or delays.



**Demolition:**

1. Remove and dispose of the existing fixtures, and electrical enclosures. This will include the recycling of lamps, aluminum reflectors, ballast, and steel, as necessary.
2. Leave existing ground wires and power feed in place for connection to new lighting equipment.

**Retrofit Musco Equipment to Existing Poles:**

1. Provide labor, materials, and equipment to assemble and install Musco TLC for LED® equipment on existing poles and terminate grounding and power feed. Power feed may need to be reworked to adapt to the new Musco equipment.
2. Ensure grounding components meet minimum standards required by NEC and NFPA780.
3. For concrete poles provide new lightning down conductor(aluminum) and  $\frac{5}{8}$  in copper ground rod. For poles 75 ft (22 m) or less use 1/0 AWG, poles over 75 ft (22 m) use 4/0 AWG conductor. Bond internal pole ground to new down conductor.
4. For steel poles provide new ground rod and pole bonding conductor per NFPA Annex A.1.6.
5. Down conductor shall be converted to copper wire for any underground runs and bonded to ground rod(s).
6. Ensure all Musco components are bonded to both equipment and lightning grounds. No upward sweeps allowed for lightning down conductor or bonding jumper(s). See installation instructions for further information.
7. Test ground resistance with 3-point megger and confirm 25 ohms or less for each pole. Install additional ground rods or create grounding grid until resistance of 25 ohms or less is achieved.

**Electrical:**

1. Provide materials, and equipment to reuse existing electrical service panels as required.
2. Provide materials, and equipment to reuse existing electrical wiring as permitted.

**Control System:**

1. Provide labor, equipment, and materials to install one (1) 24" x 72" Musco Control and Monitoring cabinet and terminate all necessary wiring.
2. Provide a dedicated 120 V 20 A controls circuit or a step-down transformer for 120 V control circuit if not available.
3. Check all zones to make sure they work in both auto and manual mode.
4. Commission Control-Link® by contacting Control-Link Central™ at 877-347-3319.



### CODE OF CONDUCT

In order to maintain a high-quality jobsite and installation, Subcontractor represents to Musco that it has the supervision necessary to, and shall train, manage, supervise, monitor, and inspect the activities of its employees for the purpose of enforcing compliance with these safety requirements. Subcontractor acknowledges that Musco does not undertake any duty toward Subcontractor's employees to train, manage, supervise, monitor, and inspect their work activities for the purpose of enforcing compliance with these safety requirements, but Subcontractor agrees to abide by any reasonable recommendations made by Musco or Musco representatives with respect to safety.

Subcontractor agrees that it is or will be familiar with and shall abide by the safety rules and regulations of Musco and the Owner, including, but not limited to the Occupational Safety and Health Act of 1970 (OSHA), all rules and regulations established pursuant thereto, and all amendments and supplements thereto.

Subcontractor further agrees to require all its employees, subcontractors, and suppliers to comply with these requirements. Subcontractor shall also observe and comply with all laws with respect to environmental protection applicable to the Project.

Subcontractor shall require all its subcontractors, employees, visitors, suppliers, and agents under its direction to comply with the following:

1. GENERAL JOBSITE SAFETY AND CLEANLINESS.
  - a. Subcontractor's employees and agents shall be required to wear appropriate personal protective equipment including, but not limited to, safety glasses with side shields, work shoes, fall protection devices, and hard hats.
  - b. Where a walking or working surface has an unprotected side or edge which is six feet or more above a lower level, Subcontractor shall use guardrail systems, safety net systems, or personal fall arrest systems.
  - c. Jobsite shall be kept free of debris including, but not limited to, cardboard and packing materials which can become windborne.
  - d. Construction equipment shall be parked during non-use in an orderly fashion so as not to create inconvenience to others using the jobsite.
  - e. Subcontractor shall provide for and ensure the use of safety equipment for the Project in accordance with Musco's and Owner's safety requirements, to the extent these may be stricter than federal, state, or local standards, or generally recognized industry applicable standards.
  - f. Subcontractor shall provide the Musco project manager with an "Emergency List" showing Subcontractor's designated medical doctor, hospital, insurance company, and any other health service providers, such list to be updated within 24 hours of any change in the information provided.
  - g. Within eight (8) hours from the time of an accident (or such shorter period as laws may require), Subcontractor shall advise Musco of any accident resulting in injury to any person or damage to any equipment or facility. Upon request, Subcontractor shall promptly furnish Musco with a written report of any such accident as well as a copy of all insurance and worker's compensation claims involving the Project.
  - h. Subcontractor shall maintain and inspect all construction equipment, including cranes and other lifting equipment, prior to each use. Subcontractor warrants that all equipment operators shall be qualified for each piece of construction equipment they intend to operate. Documentation of specific training is the responsibility of the Subcontractor.
  - i. Jobsite shall be policed daily for compliance to the above conditions.



- j. Subcontractor's employees and agents are prohibited from using drugs and alcohol on the Project property or being under the influence of alcohol or drugs while performing work on the Project. Anyone observed participating in or observed under the influence will be removed from the Project immediately and prohibited from returning, with no exceptions.
- 2. CONFORMANCE TO STANDARD MUSCO INSTALLATION GUIDELINES.
    - a. Review and understand installation instructions are provided with every product installation.
    - b. Education of installation personnel to allow for highest efficiency and lowest possibility of failure.
    - c. Verify that components have been assembled per Musco installation instructions.
    - d. Verify plumb of concrete foundations prior to standing of poles.
- 3. PROVIDING A QUALITY INSTALLATION TEAM.
    - a. Subcontractor's work directly reflects the quality of the installation and may indirectly relate to the quality of the product upon which Musco's reputation is built.
    - b. Provide and maintain quality installation equipment. Records of maintenance and/or calibration shall be provided upon request.
    - c. Personnel shall be knowledgeable in operation of equipment as well as installation of Musco product.
    - d. All personnel provided by Subcontractor shall understand the relationship developed by and between Subcontractor and Musco, also by and between Musco and the customer, and act accordingly.



Project: Mager T-Ball Field  
Hutto, TX  
Ref: 218562  
Date: January 17, 2023  
Expiration Date: February 17, 2023

BuyBoard  
Master Project: 218434, Contract Number: 677-22, Expiration: 09/30/2023  
Commodity: Parks and Sports Field Lighting Products and Installation Services

All purchase orders should note the following:  
BuyBoard purchase – Contract Number: 677-22

**Quotation Price – Materials Delivered to Job Site and Installation**

**Mager T-Ball Field Lighting – 80’/95’/80’ .....\$76,500**

*Quote is confidential. Sales tax is not included. Pricing and lead times are effective for 30 days only.  
Prices are subject to change if the order is not released within 60 days from the date of the purchase.*

**Light-Structure System™ with Total Light Control – TLC for LED™ technology**

**Guaranteed Lighting Performance**

- Guaranteed light levels of 30 foot-candles

**Light-Structure System™ Description**

- 2 - Pre-cast concrete bases with integrated lightning grounding
- 2 - Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- 2 - Factory wired poletop luminaire assemblies
- Factory aimed and assembled luminaires
- UL Listed assemblies

**Control Systems and Services**

- Control-Link® control and monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

**Operation and Warranty Services**

- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years



### ***Installation Services Provided***

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See scope of work below.

### ***Payment Terms***

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Musco's Credit Department will provide payment details.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC  
Attn: Amanda Hudnut  
Fax: 800-374-6402  
Email: musco.contracts@musco.com

**All purchase orders should note the following:**

**BuyBoard purchase – Contract Number: 677-22**

### ***Delivery Timing***

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Approximately 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

### ***Notes***

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Quote is based on:

- Shipment of entire project together to one location.
- Voltage and phase to be confirmed prior to production.
- Structural code and wind speed = 2015 IBC, 115 mi/h, Exposure C, Importance Factor 1.0.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Includes supply and installation of Musco system by a licensed contractor.
- Standard soil conditions – rock, bottomless, wet or unsuitable soil may require additional engineering, special installation methods and additional cost.
- Confirmation of pole locations prior to production.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Brant Troutman  
Texas Field Sales Representative  
Musco Sports Lighting, LLC  
Phone: 512-914-9500  
E-mail: brant.troutman@musco.com



**City of Hutton – Hutto Mager T-Ball Field**  
**Hutto, TX**  
**Turnkey Scope of Work**

**Customer Responsibilities:**

1. Complete access to the site for construction utilizing standard 2-wheel drive rubber tire equipment.
2. Locate existing underground utilities not covered by your local utilities. (i.e. water lines, electrical lines, irrigation systems, and sprinkler heads). Musco or Subcontractor will not be responsible for repairs to unmarked utilities.
3. Locate and mark field reference points per Musco supplied layout. (i.e. home plate, center of FB field)
4. Pay for extra costs associated with foundation excavation in non-standard soils (rock, caliche, high water table, collapsing holes, etc.) or soils not defined in geo-technical report. Standard soils are defined as soils that can be excavated using standard earth auguring equipment.
5. Pay any power company fees and requirements.
6. Pay all permitting fees and obtain the required electrical permitting.
7. Provide area on site for disposal of spoils from foundation excavation.
8. Provide area on site for dumpsters.
9. Provide sealed Electrical Plans. (If required)

**Musco Responsibilities:**

1. Provide required foundations, poles, electrical enclosures, luminaires, wire harnesses, and control cabinets.
2. Provide layout of pole locations and aiming diagram.
3. Provide Project Management as required.
4. Provide stamped foundation designs based on soil parameters as outlined in the geotechnical report or soils that meet or exceed those of a Class 5 material as defined by 2018 IBC Table 1806.2.
5. Assist our installing subcontractor and ensure our responsibilities are satisfied.

**Subcontractor Responsibilities**

**General:**

1. Obtain any required permitting.
2. Contact 811 for locating underground public utilities and then confirm they have been clearly marked.
3. Contact the facility owner/manager to confirm the existing private underground utilities and irrigation systems have been located and are clearly marked to avoid damage from construction equipment. Notify owner and repair damage to marked utilities. Notify owner and Musco regarding damage which occurred to unmarked utilities.
4. Provide labor, equipment, and materials to off load equipment at jobsite per scheduled delivery.
5. Provide storage containers for material, (including electrical components enclosures), as needed.
6. Provide necessary waste disposal and daily cleanup.
7. Provide adequate security to protect Musco delivered products from theft, vandalism or damage during the installation.
8. Keep all heavy equipment off playing fields when possible. Repair damage to grounds which exceeds that which would be expected. Indentations caused by heavy equipment traveling over dry ground would be an example of expected damage. Ruts and sod damage caused by equipment traveling over wet grounds would be an example of damage requiring repair.
9. Provide startup and aiming as required to provide complete and operating sports lighting system.



10. Installation to commence upon delivery and proceed without interruption until complete. Notify Musco immediately of any breaks in schedule or delays.

### **Foundations, Poles, and Luminaires:**

1. Mark and confirm pole locations per the aiming diagram provided. If there are any issues, immediately notify your Musco Project Manager.
2. Provide labor, materials, and equipment to install two (2) LSS foundations as specified on Layout and per the stamped foundation drawings, if applicable.
3. Remove spoils to owner designated location at jobsite.
4. Provide labor, materials, and equipment to assemble Musco TLC-LED luminaires, electrical component enclosures, poles, and pole harnesses.
5. Provide labor, equipment, and materials to erect two (2) 50' dressed LSS Poles and aim utilizing the pole alignment beam.

### **Electrical:**

1. Provide labor, materials, and equipment to reuse existing electrical service panels as required.
2. Provide labor, materials, and equipment to install all underground conduit, wiring, pull boxes etc. and terminate wiring as required.
3. Provide as-built drawings on completion of installation, **(if required)**.

### **Control System:**

1. Provide labor, equipment, and materials to install one (1) 24" x 48" Musco control and monitoring cabinet (voltage & phase to be confirmed) and terminate all necessary wiring.
2. Provide a dedicated 120 V 20 A controls circuit or a step-down transformer for 120 V control circuit if not available.
3. Check all zones to make sure they work in both auto and manual mode.
4. Commission Control-Link® by contacting Control-Link Central™ at 877-347-3319.



### CODE OF CONDUCT

In order to maintain a high-quality jobsite and installation, Subcontractor represents to Musco that it has the supervision necessary to, and shall train, manage, supervise, monitor, and inspect the activities of its employees for the purpose of enforcing compliance with these safety requirements. Subcontractor acknowledges that Musco does not undertake any duty toward Subcontractor's employees to train, manage, supervise, monitor, and inspect their work activities for the purpose of enforcing compliance with these safety requirements, but Subcontractor agrees to abide by any reasonable recommendations made by Musco or Musco representatives with respect to safety.

Subcontractor agrees that it is or will be familiar with and shall abide by the safety rules and regulations of Musco and the Owner, including, but not limited to the Occupational Safety and Health Act of 1970 (OSHA), all rules and regulations established pursuant thereto, and all amendments and supplements thereto.

Subcontractor further agrees to require all its employees, subcontractors, and suppliers to comply with these requirements. Subcontractor shall also observe and comply with all laws with respect to environmental protection applicable to the Project.

Subcontractor shall require all its subcontractors, employees, visitors, suppliers, and agents under its direction to comply with the following:

1. GENERAL JOBSITE SAFETY AND CLEANLINESS.

- a. Subcontractor's employees and agents shall be required to wear appropriate personal protective equipment including, but not limited to, safety glasses with side shields, work shoes, fall protection devices, and hard hats.
- b. Where a walking or working surface has an unprotected side or edge which is six feet or more above a lower level, Subcontractor shall use guardrail systems, safety net systems, or personal fall arrest systems.
- c. Jobsite shall be kept free of debris including, but not limited to, cardboard and packing materials which can become windborne.
- d. Construction equipment shall be parked during non-use in an orderly fashion so as not to create inconvenience to others using the jobsite.
- e. Subcontractor shall provide for and ensure the use of safety equipment for the Project in accordance with Musco's and Owner's safety requirements, to the extent these may be stricter than federal, state, or local standards, or generally recognized industry applicable standards.
- f. Subcontractor shall provide the Musco project manager with an "Emergency List" showing Subcontractor's designated medical doctor, hospital, insurance company, and any other health service providers, such list to be updated within 24 hours of any change in the information provided.
- g. Within eight (8) hours from the time of an accident (or such shorter period as laws may require), Subcontractor shall advise Musco of any accident resulting in injury to any person or damage to any equipment or facility. Upon request, Subcontractor shall promptly furnish Musco with a written report of any such accident as well as a copy of all insurance and worker's compensation claims involving the Project.
- h. Subcontractor shall maintain and inspect all construction equipment, including cranes and other lifting equipment, prior to each use. Subcontractor warrants that all equipment operators shall be qualified for each piece of construction equipment they intend to operate. Documentation of specific training is the responsibility of the Subcontractor.
- i. Jobsite shall be policed daily for compliance to the above conditions.



- j. Subcontractor's employees and agents are prohibited from using drugs and alcohol on the Project property or being under the influence of alcohol or drugs while performing work on the Project. Anyone observed participating in or observed under the influence will be removed from the Project immediately and prohibited from returning, with no exceptions.
- 2. CONFORMANCE TO STANDARD MUSCO INSTALLATION GUIDELINES.
    - a. Review and understand installation instructions are provided with every product installation.
    - b. Education of installation personnel to allow for highest efficiency and lowest possibility of failure.
    - c. Verify that components have been assembled per Musco installation instructions.
    - d. Verify plumb of concrete foundations prior to standing of poles.
- 3. PROVIDING A QUALITY INSTALLATION TEAM.
    - a. Subcontractor's work directly reflects the quality of the installation and may indirectly relate to the quality of the product upon which Musco's reputation is built.
    - b. Provide and maintain quality installation equipment. Records of maintenance and/or calibration shall be provided upon request.
    - c. Personnel shall be knowledgeable in operation of equipment as well as installation of Musco product.
    - d. All personnel provided by Subcontractor shall understand the relationship developed by and between Subcontractor and Musco, also by and between Musco and the customer, and act accordingly.



# AGENDA ITEM REPORT

## 6.1.



**To:** Parks Advisory Board  
**Subject:** Discussion on Park projects and timelines.  
**Meeting:** Wednesday, February 8, 2023  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

To review milestones and timelines for current and future projects.

### SUMMARY OF REQUEST:

Hutto Community Playground - Installed January 2023  
Hutto Community Restroom - Slated to be completed February 2023  
Cottonwood Trail Replacement - Slated to be completed February 2023  
Fritz Bridge Repairs - Slated to go out to bid in February 2023

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None