



City of Hutto

Agenda

Parks Advisory Board

Wednesday, March 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

1. CALL SESSION TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. PRESENTATIONS

- 4.1. Introduction of Bryce Davila, Recreation Coordinator, and Patrick Tate, Parks Superintendent.

5. AGENDA ITEMS

- 5.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on January 11, 2023.
- 5.2. Consideration and possible action on accepting 20.9, more or less of parkland from the CTC at Emory Crossings subdivision.
- 5.3. Discussion and possible action on the potential placement of the Railroad Depot in a park.
- 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. Discussion and possible action on recommending an amendment to Section A1.004 of the Fee Schedule.

6. OTHER BUSINESS

- 6.1. Discussion on Park projects and timelines.
- 6.2. Discussion of FY 23-24 Parks and Recreation Budget

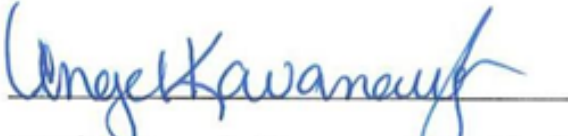
7. DIRECTOR'S REPORT

8. ADJOURNMENT

9. CERTIFICATION

I certify that this notice of the March 8, 2023 Hutto Parks Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on March 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 or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT

5.1.



To: Parks Foundation
Subject: Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on January 11, 2023.
Meeting: Wednesday, March 8, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Board Meeting Minutes 1.11.2023



City of Hutto

Minutes

Parks Advisory Board

Wednesday, January 11, 2023 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

The Meeting was called to order at 6:31 PM.

2. ROLL CALL

Members of the Parks Advisory Board present were; Charlotte Tyer, David Meyer, Katie Weiss, Sharron Dyer, Alex Ramirez and Perry Savard.

3. PUBLIC COMMENT

No public comment

4. AGENDA ITEMS

- 4.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on December 13, 2022.

A motion was made by Board member David Meyer to approve the corrected December 13, 2022 minutes, seconded by board member Katie Weiss. Motion passed 6 Ayes to 0 Nays.

- 4.2. Discussion and possible action on Veteran's Memorial.

Moved item 4.4 in front of 4.2.

4.2 Chair Perry Savard made a motion to table this item, Seconded by Sharon Dyer, no action

- 4.3. Discussion and possible action on assigning Parks Board members as park liaisons.

Board member Sharon Dyer made a motion to approve assigning parks to Board members, seconded by Board Member David Meyer.

Charlotte Tyer- Hutto Community Park

Katie Weiss- Creekside

David Meyer- Glenwood/Downtown

Perry Savard- Fritz Park

Sharon Dyer- Hutto Lake Park

Alex Ramirez- Adam Orgain

- 4.4. Discussion and possible action on Fritz Park redesign.

A motion was made by Chair Perry Savard to ask Burditt to get a design added for a possible veterans memorial to the concept master plan, seconded by Sharon Dyer. Motion passed 6 Ayes 0 Nays.

5. OTHER BUSINESS

- 5.1. Discussion on Park projects and timelines.

5.2. Discussion of signage at Adam Orgain Park.

6. DIRECTOR'S REPORT

7. ADJOURNMENT

The meeting adjourned at 8:26 pm.

8. CERTIFICATION

I certify that this notice of the January 11, 2022 Hutto Parks Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on January 6, 2022 at 5:00 P.M.

AGENDA ITEM REPORT

5.2.



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, March 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:

This is a new parkland dedication 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.

City of Hutto conventional zoned areas	City of Hutto FBC Form Based Code zoning district	City of Hutto OT Old Town zoning district	Hutto extraterritorial jurisdiction (ETJ)
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

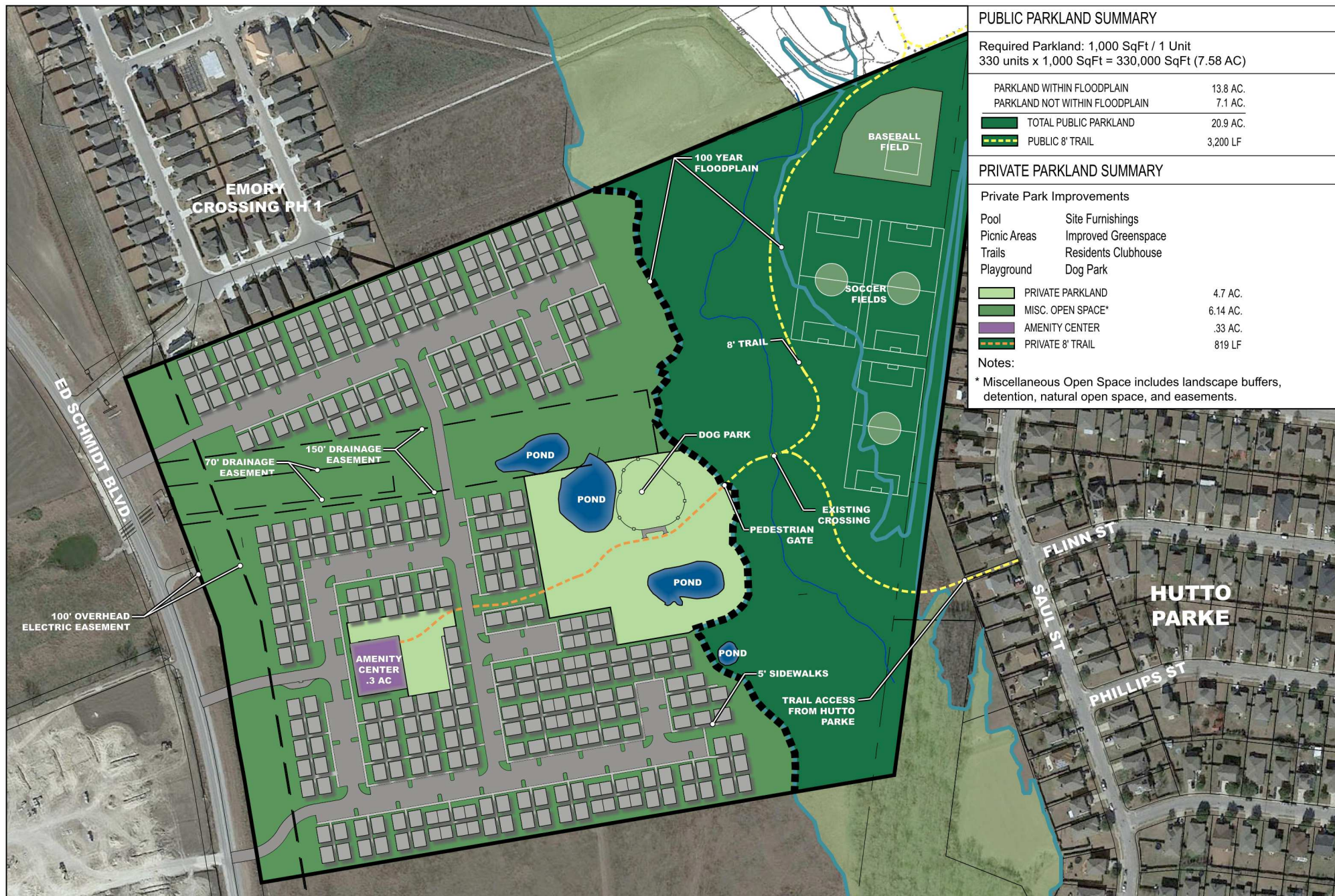
Prior to the recording on the final plat, the subdivider or developer must execute and record an instrument of conveyance in compliance with Section 10.609.7.1 for Parkland Dedication, or pay the Fee in Lieu of Parkland Dedication required by Section 10.609.6 and the Parkland Development Fees required 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.
TOTAL PUBLIC PARKLAND	20.9 AC.
PUBLIC 8' TRAIL	3,200 LF

PRIVATE PARKLAND SUMMARY

Private Park Improvements

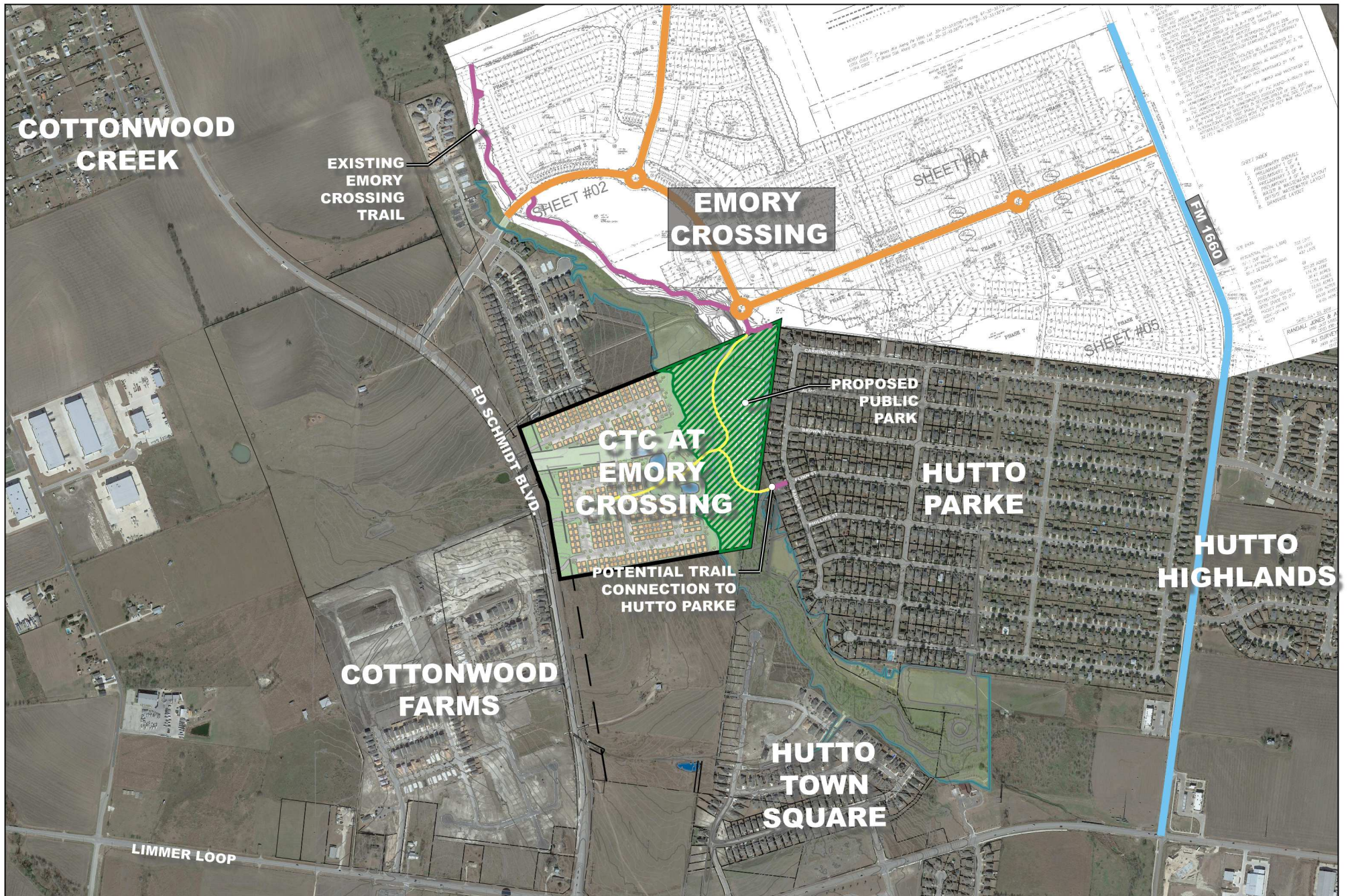
Pool	Site Furnishings
Picnic Areas	Improved Greenspace
Trails	Residents Clubhouse
Playground	Dog Park

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

5.3.



To: Parks Advisory Board
Subject: Discussion and possible action on the potential placement of the Railroad Depot in a park.
Meeting: Wednesday, March 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. It is located at the corner of Taylor and College.

SUMMARY OF REQUEST:

The Hutto Historic Preservation Committee requested this item be discussed by the Parks Advisory Board.

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. IMG_20230118_112917870



AGENDA ITEM REPORT

5.4.



To: Parks Advisory Board
Subject: Discussion and possible action on Veteran's Memorial.
Meeting: Wednesday, March 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.

A panel of veterans met on February 26, 2023, and finalized two locations and two memorials. Preferred location #1 is at Adam Orgain Park. This is the area southeast of the park near the large pond. Preferred location #2 is at Fritz Park near Nguyen Football Field.

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, March 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 to Council on January 19, 2023.

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

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Fritz Park Comments & Suggestions

Hi there!

I saw the presentation on the proposed design for the updated Fritz park. I love the ideas! The splash pad is MUCH needed in Hutto. I'd like to express how important shade is for our parks. Shade sails over play areas, splash pads, picnic tables and other seating along with trees to mature and provide shade for the future. In my opinion, a wonderful park can be considered unusable for a lot of the summer months without adequate shade. I'd also love to see new and different play structures (not just the same one found in so many parks) along with lots of swings.

Thank you for taking the time to consider my input. Im very excited to see these projects come together.

Kind regards,
Kelsey Parkinson

Hello! I'm thrilled to learn about the planned improvements to Fritz Park. It's clear the city is taking resident feedback to heart.

I know it's a long shot, but I wonder if the new/revamped trail system could be designed to allow horseback riding. Garey Park in Georgetown is a great example of how to make mixed-use trails that are inclusive of equestrians and hikers/bikers alike. Can you consider this?

Laura Vaughn, Hutto resident

Hutto Parks Department,

I am writing today in regards to the Fritz Park community feedback post from Facebook. I would like to suggest starting a "GeoTour" for the city of Hutto, and the park would be a great opportunity to add some geocaches. Many cities, including, Kyle, Ft. Worth, Baytown, Rockport, and Pearland put on Geo Tours for geocachers. It is a great way to bring travelers in, and to boost the local economy. I would be happy to help provide more information, but in a sense, a geocacher is required to find X amount of local geocaches, which count toward points, to receive Y prize. The prize is usually a trackable geocoin that is designed with the city in mind (Kyle's was a pie) or a path tag. To receive both items, a geocacher is required to have additional items for points such as receipts from local shops, restaurants, and hotels. I highly recommend heading over to the geocaching website to check it out, and again, I would be more than happy to assist in any way I can.

Thank you for your consideration and time,
Hailey Alexander, Hutto resident and geocacher

I would like to see an enclosed play area for small children much like play for all but not as large. Many families go there because hutto doesn't offer a play area such as that.

Erin snider

Riverwalk community

To whom it may concern,

I looked at the pictures that are proposals for the park. My suggestion that I have is to have the middle part of the park empty with table and chairs there alongside center of the park inside of the games or stuff out there that are pictures.

For the splash pad can you put some thing's that are like water falls. Like a palm tree that sprinkle water inside of those stick looking things that are in the picture.

It would be nice to have something that both skateboards and bicyclist can use in the pump track. Just so they don't collide.

Also a possible dog park.

Thank you for taking my suggestions.

I can't wait for the park to be done.

-Mariah ochoa

Patrick Nguyen

A wildlife refuge area would be great .. i can teach my kid and doggies hog hunting. Those little piggies taste great on the grillz.

Kimberly Wallace

Why can't we extend lanes on 79? Just a thought

Roel Marcus Santana

A big, well kept dog park would be nice

Kristie Smith

A skatepark would be cool too for older kids!

MariAnn Diaz

A dog park or run would be great.

Kristy Stryker

Absolutely love the pump track/skate park idea!

Samantha French

We just went to the all play area in round rock and the variety of swings available and spaces was just amazing - I would LOVE to see something like this in Hutto along with the splash pad

Aaron Carter

Looks like some great additions to a really nice space. Would love to see some pickle ball courts find a way into town!

Liz Miles

I'd like to say a well thought out kid friendly bathroom set up. Baby changing stations. A couple of private large bathrooms for family. Etc.

Maybe a cool nature element with climbing things for the kids. A treehouse? Like Pease Park for reference.

Natalie Garcia Jatzlau

I'm not sure what's currently there but I really appreciate walking trails as a person sans kids. Love the water crossing bridge as well!

Voranouth Supadulya

Yes! We need more parks! Love this idea.

My recommendation may not fit this specific design, but I was hoping one day we could have a Japanese garden in Hutto. I went to one in Houston, which is also a conservancy. It was pleasant to walk around in and people of all ages could enjoy the beautiful scenery.

Julie Pride Steed

Yes to splash pad please!!!! Add water slide option for kids like the city splash pad in Abilene!

Renae LaBrecque Redman

Hutto Parks and Recreation this would be really awesome! Especially since there is no public swimming pool. You have to be a part of an HOA to have access to one.

Mandy Pierce

This looks nice and gives some more outdoor activity space.... Not many walk/bike paths in neighborhoods so that bike track is cool!

Aaron Hainline

Love this!!! We're growing this city and it's amenities the right way

Kyle Steck

Swap tennis courts for pickleball! Add shade and/or lights if possible! I travel to Georgetown currently to play.

Megan Lambert

It would be really nice to have the playgrounds fenced in much like the play for all abilities park in round rock. I have a special needs child who likes to elope so this makes many play areas unsafe. I know there is a large community of special needs families in Hutto who would appreciate a safe and inclusive play area!

Tamsin Wardell Gordon

Hutto Parks and Recreation I also think this is a great idea! I don't have a special needs child, but even a toddler can find a way to escape.

Renae LaBrecque Redman

I love all these ideas. I would like to add swings into consideration. They are hard to come by in Hutto and just about the only thing you can do with a baby, not quite toddler.

Chelsea Robinson

Skate park! Love the dog park idea

Elizabeth Schmidt

Yes! This so needs to happen! I support this 100%

Sarah Rodriguez

A bigger playground, splash pad, swings, dog park.

Sonia Quick

Yessss! Do it!!! Katie Olivo

Brittany Tryon

Lots of benches at the splash pad with shade for parents. Maybe a cute hippo that sprays water as well for the kids. I also really like the mini village that's fenced in at the play for all abilities park.

Peter Kean

Hutto Parks and Recreation Looks great, any news on possible updates to the playground at Hutto lake Park? That rough concrete slide is.... Well... Not optimal to say the least. Having an actual playground would bring more reason to reserve that pavilion to bring in my money. No reason to host a kids birthday party there etc as there is nothing for toddlers to do.

Kevin Hitchcock

Marina Hitchcock looks awesome!

Lara Lopez Espinosa

A skate park would be fantastic! A fenced in dog park would also be a nice addition. If not here, then definitely at Hutto Lake Park. I hope there are plans to improve Hutto Lake Park, too. The paths have become incredibly overgrown.

Sara Zimmermann

Hutto Parks and Recreation We need Pickleball courts!!!!

Crystal Webb

I'm glad y'all are planning to keep the tennis courts and basketball courts! A "porch swing " facing the lake would be an awesome addition. I hope the amphitheater gets taken out and a large green space is left in its place to fly kites, play kickball, etc. I hope you also keep the Gaga ball pit! My kids love playing and it's the only one I've seen in the area.

Ryan Bittner

A disc golf course would be nice to throw in there.

AGENDA ITEM REPORT

5.6.



To: Parks Advisory Board
Subject: Discussion and possible action on permanent signage at Adam Orgain Park.
Meeting: Wednesday, March 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 conventional zoned areas	City of Hutto FBC Form Based Code zoning district	City of Hutto OT Old Town zoning district	Hutto extraterritorial jurisdiction (ETJ)
Yes; except Section 10.410.4	Yes; except Section 10.410.3	Yes; except 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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. 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
Permanent Signs					
i. Freestanding Monument sign (single use/building site and/or outparcel)	1 per street frontage	32 sq.ft./ sign face	6 feet	4 feet	Standards for all monument signs: 1. All monument signs shall include a sign face and a sign structure (sides, base and cap). a. The sign base and sign structure shall be brick, stone, or masonry material matching the front façade of the building. 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. c. The monument sign base shall be a maximum of 2 feet in height and shall be included in the calculation of total height. 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. 3. Monument signs shall not block any driveway or street sight triangles 4. Monument signs shall only be permitted along: a. street frontages where the building setback is 10 feet or greater; OR b. US 79 frontage; OR c. FM 1660 frontage 5. Following standards shall also apply to monument signs with message boards: a. Shall only be permitted for public, non-profit, institutional, and religious uses. b. Shall not include flashing letters or words or rapidly changing
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
					messages 6. Message boards: 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.
v. Attached sign – primary (building)	1 per street frontage	1.5 sq.ft. for every linear foot of building frontage up to max. of 100 sq.ft. (for single tenant façade) 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)	Located on the building façade above 8' and below the top of the parapet.	NA	The following shall apply to building signs: 1. Signs may be internally or externally lit. 2. All exposed conduit, junction boxes, and electrical transformer boxes must be concealed from public view. 3. Individual channel letters (with or without internal illumination) shall be utilized. Channel letters incorporated on a cloud background may also be acceptable. 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. 5. Exposed raceways shall not be permitted. 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.
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	1. Same standards as above for secondary building signs 2. On multi-tenant buildings, secondary building signs shall only be permitted

Sign Type	Maximum Number	Maximum Area	Maximum Height	Minimum Setback	Other Standards
canopy)	1 per awning or canopy over 6 feet in width	frontage or tenant frontage up to max. of 75 sq.ft. 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. 3. Awnings narrower than 6 feet may include a logo only (no larger than 4 sq.ft. per awning) 4. Awnings shall NOT be vinyl or plastic 5. Awnings shall be of 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). 2. Sign may project no more than 50% of the width of the sidewalk or 6 ft. from building façade line (whichever is less). 3. Sign may not extend above building parapet line or eaves line. 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. 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. 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 2. Marquee signs shall be attached to the building or located above or below canopy 3. Message boards may have changeable copy (electronic and

Sign Type	Maximum Number	Maximum Area	Maximum Height	Minimum Setback	Other Standards
	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	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. 2. No fluorescent materials shall be used for window signs. 3. Window signs are only permitted on the first story of the building. 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. 5. Business name, address, hours of operation, entrance/exit information, and emergency phone numbers may be displayed on primary entrance door. 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. 7. Mannequins and storefront displays of merchandise sold are not considered window signs. 8. Interior directory signage identifying shopping aisles and merchandise display areas shall also be exempt from the window sign limitation. 9. Small neon "open" signs are permitted.
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
					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	1. Shall be allowed for all multi-tenant commercial and mixed use buildings only mainly to provide signage to upper floor tenants. 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.
xv. Painted on wall signs (murals)	Varies	Varies	NA	NA	1. Shall only be permitted through review and approval by the Historic Preservation Commission in the OT district.
Temporary Signs					
i. Portable sign (A-frame or sandwich board)	1 per tenant	12 sq.ft. per sign face	4 feet	NA	1. Sign shall be placed in front of the respective tenant space. 2. A minimum of 6 ft. of sidewalk shall remain clear. 3. Chalkboards may be used for daily changing of messages. Reader boards (electronic and non-electronic) shall be prohibited. 4. Sign shall be removed every day after the business is closed.
ii. Banners	1 per tenant	32 sq.ft.	NA	NA	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. 2. Shall only be permitted on non-residential lots. City are exempt from the above timeframe provisions.
iii. Banners - “Grand opening”	1 per tenant	32 sq.ft.	NA	NA	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.
iv. Storefront window displays	NA	NA	NA	NA	1. Storefront window displays shall be exempt so long as they display mannequins and merchandise being sold.

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
	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
Exempt Signs					
i. City, state, or country flags					No corporate logos allowed
ii. Political signs					Shall be removed immediately after the election
iii. Traffic control or safety sign					
iv. Wayfinding signs within the public right of way					Per any city or public agency plans
v. Directional signs internal to a site without visibility from any public street					If adjoining any residential uses, lighting shall be minimally intrusive and directed away from residential uses to the extent possible.

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: Parks Advisory Board
Subject: Discussion and possible action on recommending an amendment to Section A1.004 of the Fee Schedule.
Meeting: Wednesday, March 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 is requesting fee changes to Adam Orgain Park and Brushy Creek Amphitheater. First is the addition of a deposit fee for this location. All of the other Parks and Recreation rental facilities are required to pay a deposit. The deposit is to cover damage to the premises beyond normal wear and tear and to cushion the financial blow for any property damage that occurred during the rental. Secondly, when the Parking Lot and/or the Festive Site at Orgain Park are reserved, we internally block off the pavilions to avoid multiple events in the same area. Pavilion A is located on the east side of the park near the pond and Pavilion B is located on the south side of the park by the creek. To curb lost revenue and to avoid double bookings, staff is requesting to add the rental of Pavilion A to Parking Lot rentals and Pavilion B to Festive Site rentals. Parks Advisory Board did approve these initial fee changes in 2022.

SUMMARY OF REQUEST:

Parks and Recreation

Current Fees

Parking Lot Rental: \$400 Resident and \$500 Non-Resident

Festive Site: Non-Commercial Rate (per day) \$1,500 Resident and \$1,800 Non-Resident

Festive Site: Commercial Rate (per day) \$2,000 Resident and \$2,400 Non-Resident

Full Pavilion Day Fee: \$300 Resident and \$450 Non-Resident

Proposed Fees:

Parking Lot & Pavilion A: \$700 Resident and \$950 for Non-Resident

Festive Site & Pavilion B Non-Commercial Rate (per day) \$1,800 Resident and \$2,250 Non-Resident

Festive Site & Pavilion B Commercial Rate (per day) \$2,300 Resident and \$2,850 Non-Resident

STAFF REVIEW:

FISCAL NOTES:

AGENDA ITEM REPORT

5.7.



POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

6.1.



To: Parks Advisory Board
Subject: Discussion on Park projects and timelines.
Meeting: Wednesday, March 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 - Completed January 2023
Hutto Community Restroom - Completed February 2023
Cottonwood Trail Replacement - Completed February 2023
Fritz Park Tennis Courts - Slated to be completed April 2023
Fritz Bridge Repairs - Slated to be completed June 2023

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

6.2.



To: Parks Advisory Board
Subject: Discussion of FY 23-24 Parks and Recreation Budget
Meeting: Wednesday, March 8, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Staff is seeking feedback as we enter into the Fiscal Year 2023-2024 budget.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None