

# LEWISVILLE CITY COUNCIL

## REGULAR SESSION

May 5, 2025

6:15 P.M.

### Present:

TJ Gilmore, Mayor

### Council Members:

Patrick Kelly, Mayor Pro Tem  
Ronni Cade, Deputy Mayor Pro Tem  
Bob Troyer  
William Meridith  
Brandon Jones  
Kristin Green

### City Staff:

Claire Powell, City Manager  
Gina McGrath, Deputy City Manager  
Shante Akafia, Assistant City Manager  
Jim Proce, Assistant City Manager  
Liz Plaster, City Attorney  
Lauren Crawford, Deputy City Attorney  
Jennifer Malone, Acting City Secretary

With a quorum of the Council Members present, the workshop session of the Lewisville City Council was called to order by Mayor Gilmore at 6:15 p.m. on Monday, May 5, 2025, in the City Council Conference Room of Lewisville City Hall, 151 West Church Street, Lewisville, Texas. City Department Heads were also in attendance.

## WORKSHOP SESSION

### Discussion of Regular Agenda Items and Consent Agenda Items

(Agenda Item A)

Mayor Gilmore led a discussion of regular agenda items and consent agenda items and received questions and comments from City Council and City staff. City Manager Claire Powell answered questions and comments regarding Item No. E-5, G-10, G-13 and G-14. Councilmember Green asked for a presentation on Item No. E-6. The applicant has requested that Item No. E-7 be continued to May 19, 2025. Director of Parks and Recreation Stacie Anaya answered questions and comments regarding Item No. G-10. Mayor Gilmore volunteered to serve as the primary representative to the Regional Transportation Council (Item No. G-15).

**Discuss and Consider Best Practices and  
Potential Code Updates Related to Trees and  
Tree Preservation**

**(Agenda Item B)**

At the request of Mayor Gilmore, Director of Parks and Recreation Stacie Anaya and Dr. Lauren Fisher, University of Buffalo, gave a presentation regarding best practices and potential code updates related to trees and tree preservation and received questions and comments from City Council and City staff.

**Short Term Rental Density Updates**

**(Agenda Item C)**

At the request of Mayor Gilmore, Director of Neighborhood and Inspection Services Chris gave a presentation regarding short term rental density updates and received questions and comments from City Council and City staff.

Mayor Gilmore RECESSED Workshop Session at 6:59 p.m.

**REGULAR SESSION**

With a quorum of the Council Members present, the regular session of the Lewisville City Council was called to order by Mayor Gilmore at 7:00 p.m. on Monday, May 5, 2025.

**Invocation**

**(Agenda Item A)**

At the request of Mayor Gilmore, Councilmember Brandon Jones gave the invocation.

**Pledge to the American and Texas Flags**

**(Agenda Item B)**

At the request of Mayor Gilmore, Councilmember Kristin Green gave the pledge to the United States and Texas flags.

Mayor Gilmore RECESSED Regular Session at 7:04 p.m.

Mayor Gilmore RECONVENED Workshop Session at 7:04 p.m.

**Short Term Rental Density Updates  
(continued)**

**(Agenda Item C)**

At the request of Mayor Gilmore, Director of Neighborhood and Inspection Services Chris continued the presentation regarding short term rental density updates and received questions and comments from City Council and City staff.

The consensus of the City Council was that they do not want City staff to continue to research block face. In regard to a distance requirement, the consensus of the City Council was that there is an interest in a distance requirement of 1,000 feet. In regard to a limit on multi-family, the consensus of the City Council was that they would like to look at 1% and 3%. In regard to keeping a limit in place, the direction was to bring it back with a limit of 150.

Mayor Gilmore RECESSED into Closed Session at 7:36 p.m.

*In Accordance with Texas Government Code, Subchapter D,*

*1. Section 551.071 (Consultation with Attorney)*

Mayor Gilmore RECONVENED Regular Session at 7:40 p.m.

**Proclamation Declaring the Week of May 4-10, 2025 as “National Correction Officer’s Week”, the Week of May 11-17, 2025 as “National Police Week”, and May 15, 2025 as “Peace Officers Memorial Day”**

**(Agenda Item C-1)**

Mayor Gilmore presented the proclamation to Police Chief Brook Rollins and police department staff. Police Chief Rollins spoke regarding the proclamation.

**Proclamation Declaring the Week of May 4-10, 2025, as “National Drinking Water Week” and May 18-24, 2025, as “National Public Works Week”**

**(Agenda Item C-2)**

Mayor Gilmore presented the proclamation to Assistant Directors Katelyn Hearon and David Hunter. Director of Public Services Aaron Russell spoke regarding the proclamation.

**Proclamation Declaring the Month of May, 2025, as “Bike Month” and May 31, 2025, as “Bike Ride with the Mayors Day”**

**(Agenda Item C-3)**

Mayor Gilmore presented the proclamation to Senior Planner Jonathon Beckham and members of the bike event planning team. Mr. Beckham spoke regarding the proclamation.

**Presentation to Councilmember Brandon Jones**

**(Agenda Item D-1)**

City Councilmembers and City departments presented gifts to Councilmember Brandon Jones.

**Public Hearing: Consideration of an Ordinance Amending Ordinance No. 0428-22-ZON to Amend the Planned Development Concept Plan set Forth in Exhibit 5B, The Realm Subdistrict Concept Plan Thereto, for 3.459 Acres Located South of the Intersection of Essex Boulevard and Parker Road (FM 544), Legally Described as Castle Hills H3, Lot 2, Block A, as Requested by McAdams, on Behalf of Breco Lands CH LLC, the Property Owner. (Case No. 24-04-2-PZ)**

**(Agenda Item E-7)**

Ordinance Number 0428-22-ZON adopted a planned development for Castle Hills which included a concept plan and required a rezoning process for major amendments to the concept plan. The concept plan for this area is vague but indicates several lots or buildings around a cul-de-sac. Now a single mixed use building is proposed. The base zoning district of General Business Two (GB-2) District for this area is not changing. A similar request was denied in August 2024. Since then, more information on sight lines, traffic, and community engagement, the primary concerns, has been provided. The Planning and Zoning Commission recommended denial by a vote of 4-3 on April 15, 2025. Since the Planning and Zoning Commission recommended denial, an affirmative vote of at least three fourths of all members of the City Council is required to approve this request. The applicant has requested that the public hearing be continued to the May 19, 2025 City Council meeting to provide additional time to prepare additional details related to the site and the proposed project.

The City staff's recommendation was that the City Council continue the public hearing to the May 19, 2025 City Council meeting.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:13 p.m.

Mayor Gilmore read the cards received indicating a position into the record including: Tanya Lynn (opposition), Herbert Batec (opposition), Charles Hummer (opposition), Joyce Landry (opposition), William Priest (opposition), Scott Johnson (opposition), Zarah Khan and Carlos Rivera (opposition), Cory Johnson (opposition), Patricial Hoff (opposition), Cassic Rodriguez (opposition) and Scott Johnson (opposition), William Hepburn (opposition), Pam Bergeron (opposition), Laurence Maguire (opposition), Brett Dockery (opposition), William Pomajzl (opposition), Karen Hahn (opposition), Nancy Hepburn (opposition), Rene Lawson (opposition), Suzanne Dunn (opposition), Phil Smiley (opposition), John Plohetsky (opposition), Gary Vannorsdel (opposition), Donna Vidal (opposition) and LaDenna Piper (opposition).

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Mayor Gilmore read the names of those submitting e-comments into the record including: Cory Johnson (opposition), Tracy Jacobs (opposition), Laurence Maguire (opposition), Falcon Garcia (opposition), and William Priest (opposition)

Tom Roche, 2812 Hundred Knights Drive, Lewisville, Texas 75056 was called to speak and deferred to Georgia Smiley.

Georgia Smiley, 401 Crown of Gold, Lewisville, Texas 75056 was called to speak and spoke in opposition.

Rick Vidal, 2801 Hundred Knights Drive, Lewisville, Texas 75056 was called to speak and spoke in opposition.

**MOTION:** Upon a motion made by Councilmember Green and seconded by Mayor Pro Tem Kelly, the Council voted six (6) “ayes” and no (0) “nays” to continue the public hearing to the May 19, 2025 City Council meeting. The motion carried.

**Public Hearing: Consideration of an Ordinance No. 0750-25-SUP, an Ordinance Granting a Special Use Permit for an Accessory Building/Accessory Structure Greater than 800 Square Feet on 0.54 Acres, Legally Described as Timbercreek Acres Lot 1, Block C; Located at 1010 Timbercreek Drive; Zoned Single Family Residential (18,000 Square Foot Lot) District (R 18); as Requested by Noel Galan, the Applicant, on Behalf of Regino Blanco, the Property Owner. (Case No. 25-02-2-SUP)**

**(Agenda Item E-1)**

The property owner of 1010 Timbercreek Drive proposes to construct a garage and workshop that exceeds 800 square feet which requires the approval of a special use permit. The Planning and Zoning Commission recommended unanimous approval (7-0) on April 15, 2025.

The City staff’s recommendation was that the City Council approve the ordinance set forth in the caption above.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:29 p.m.

**MOTION:** Upon a motion made by Councilmember Green and seconded by Mayor Pro Tem Kelly, the Council voted six (6) “ayes” and no (0) “nays” to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 8:30 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

“An Ordinance of the Lewisville City Council, Amending the Zoning Ordinance by Granting a Special Use Permit for Accessory Building Over 800 Square Feet on Approximately 0.54 Acres Legally Described as Timbercreek Acres Addition, Lot 1, Block C, Located at 1010 Timbercreek Drive, and Zoned Single-Family Residential (18,000 Square Foot Lot) (R-18) District; Providing for a Savings Clause, Repealer, Severability, Penalty, and an Effective Date; and Declaring an Emergency.”

**MOTION:** Upon a motion made by Councilmember Cade and seconded by Mayor Pro Tem Kelly, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0750-25-SUP** as set forth in the caption. The motion carried.

**Public Hearing: Consideration of Ordinance No. 0751-25-ZON, an Ordinance Granting a Zone Change From Light Industrial (LI) District to Single Family Residential (7,500 Square Foot Lot) (R 7.5) District, on 0.29 Acres, Legally Described as Lot 4E, Block 10, McKenzie Hembry Addition; Located at 674 Hardy Street; as Requested by the City of Lewisville. (25-02-5-Z)**

**(Agenda Item E-2)**

This City initiated request is based on input from neighborhood meetings in the McKenzie Hembry neighborhood and one on one meetings with the family of the record owners of 674 Hardy Street. The property was part of 28 acres rezoned from Single Family Residential to Light Industrial in 1974. The lot is currently vacant. The Planning and Zoning Commission recommended unanimous approval (7-0) on April 15, 2025.

The City staff’s recommendation was that the City Council approve the ordinance set forth in the caption above.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:31 p.m.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Councilmember Cade, the Council voted six (6) “ayes” and no (0) “nays” to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 8:32 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

“An Ordinance of the Lewisville City Council, Amending the Zoning Ordinance by Rezoning Approximately 0.29-Acres of Land, Legally Described as Mckenzie-Hembry Addition, Lot 4E, Block 10; Located at 674 Hardy Street; From Light Industrial (LI) District Zoning to Single-Family Residential (7,500 Square Foot Lot) (R-7.5) District Zoning; Correcting the Official Zoning Map; Preserving all Other Portions of the Zoning Ordinance; Determining That The Zoning Amendment Herein Made Promotes the Health, Safety, and General Welfare of the City; Providing for a Savings Clause, Repealer, Severability, a Penalty, and an Effective Date; and Declaring an Emergency.”

**MOTION:** Upon a motion made by Councilmember Jones and seconded by Councilmember Cade the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0751-25-ZON** as set forth in the caption. The motion carried.

**Public Hearing: Consideration of Ordinance No. 0752-25-ZON, an Ordinance Granting a Zone Change From Light Industrial (LI) to Single Family Residential (7,500 Square Foot Lot) (R 7.5) District, on 0.11 Acres, Legally Described as Lot 1C, Block 9, McKenzie Hembry Addition; Located at 635 Willow Street; as Requested by the City of Lewisville. (25-02-1-Z)**

**(Agenda Item E-3)**

This City initiated request is based on input from neighborhood meetings in the McKenzie Hembry neighborhood and one on one meetings with one of the owners of 635 Willow Street. The property was part of 28 acres rezoned from single family residential to Light Industrial in 1974. The property contains a single family home. The Planning and Zoning Commission recommended unanimous approval (7-0) on April 15, 2025.

The City staff’s recommendation was that the City Council approve the ordinance set forth in the caption above.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:33 p.m.

**MOTION:** Upon a motion made by Councilmember Jones and seconded by Mayor Pro Tem Kelly, the Council voted six (6) “ayes” and no (0) “nays” to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 8:33 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

“An Ordinance Of The Lewisville City Council, Amending The Zoning Ordinance By Rezoning Approximately 0.11-Acres Of Land, Legally Described As Mckenzie-Hembry Addition Lot 1C, Block 9; Located At 635 Willow Street; From Light Industrial (LI) District Zoning To Single-Family Residential (7,500 Square Foot Lot) (R-7.5) District Zoning; Correcting The Official Zoning Map; Preserving All Other Portions Of The Zoning Ordinance; Determining That The Zoning Amendment Herein Made Promotes The Health, Safety, And General Welfare Of The City; Providing For A Savings Clause, Repealer, Severability, A Penalty, And An Effective Date; And Declaring An Emergency.”

**MOTION:** Upon a motion made by Councilmember Meridith and seconded by Councilmember Green, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0752-25-ZON** as set forth in the caption. The motion carried.

**Public Hearing: Consideration of Ordinance No. 0753-25-ZON, an Ordinance Granting a Zone Change From Light Industrial (LI) District to Single Family Residential (7,500 Square Foot Lot) (R 7.5) District, on 0.21 Acres, Legally Described as a Portion of Lot 1D, Block 9, McKenzie Hembry Addition; Located at 630 Willow Street; as Requested by the City of Lewisville. (25-02-4-Z)**

**(Agenda Item E-4)**

This City initiated request is based on input from neighborhood meetings in the McKenzie Hembry neighborhood and one on one meetings with the family of the record owner of 630 Willow Street. The property was part of 28 acres rezoned from single family residential to Light Industrial in 1974. The lot is currently vacant. The Planning and Zoning Commission recommended unanimous approval (7-0) on April 15, 2025.

The City staff’s recommendation was that the City Council approve the ordinance set forth in the caption above.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:35 p.m.

**MOTION:** Upon a motion made by Councilmember Jones and seconded by Councilmember Green the Council voted six (6) “ayes” and no (0) “nays” to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 8:35 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

“An Ordinance Of The Lewisville City Council, Amending The Zoning Ordinance By Rezoning Approximately 0.21-Acres Of Land, Legally Described As A Portion Of Mckenzie-Hembry Addition Lot 1D, Block 9; Located At 630 Willow Street; From Light Industrial (LI) District Zoning To Single-Family Residential (7,500 Square Foot Lot) (R-7.5) District Zoning; Correcting The Official Zoning Map; Preserving All Other Portions Of The Zoning Ordinance; Determining That The Zoning Amendment Herein Made Promotes The Health, Safety, And General Welfare Of The City; Providing For A Savings Clause, Repealer, Severability, A Penalty, And An Effective Date; And Declaring An Emergency.”

**MOTION:** Upon a motion made by Councilmember Troyer and seconded by Councilmember Green, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0753-25-ZON** as set forth in the caption. The motion carried.

**Public Hearing: Consideration of Ordinance 0754-25-ZON, an Ordinance Granting a Zone Change From Light Industrial (LI) District to Single Family Residential (7,500 Square Foot Lot) (R 7.5) District, on 0.45 Acres, Legally Described as a Portion of Lot 4, Block 3, McKenzie Hembry Addition; Located at 629 Hardy Street; as Requested by the City of Lewisville. (25-02-2-Z)**

**(Agenda Item E-5)**

This City initiated request is based on input from neighborhood meetings in the McKenzie Hembry neighborhood and one on one meetings with the family of the record owner of 629 Hardy Street. The property was part of 28 acres rezoned from single family residential to Light Industrial in 1974. The property contains two tracts and a single family home. The Planning and Zoning Commission recommended unanimous approval (7-0) on April 15, 2025.

The City staff’s recommendation was that the City Council approve the ordinance set forth in the caption above.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:37 p.m.

**MOTION:** Upon a motion made by Councilmember Green and seconded by Mayor Pro Tem Kelly the Council voted six (6) “ayes” and no (0) “nays” to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 8:37 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

“An Ordinance Of The Lewisville City Council, Amending The Zoning Ordinance By Rezoning Approximately 0.45-Acres Of Land, Legally Described As Mckenzie-Hembry Addition Lot 4, Block 3; Located At 629 Hardy Street; From Light Industrial (LI) District Zoning To Single-Family Residential (7,500 Square Foot Lot) (R-7.5) District Zoning; Correcting The Official Zoning Map; Preserving All Other Portions Of The Zoning Ordinance; Determining That The Zoning Amendment Herein Made Promotes The Health, Safety, And General Welfare Of The City; Providing For A Savings Clause, Repealer, Severability, A Penalty, And An Effective Date; And Declaring An Emergency.”

**MOTION:** Upon a motion made by Councilmember Troyer and seconded by Councilmember Green, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0754-25-ZON** as set forth in the caption. The motion carried.

**Public Hearing: Consideration of Ordinance No. 0755-25-ZON, an Ordinance Amending Ordinance No. 0428-22-ZON to Amend the Planned Development Concept Plan set Forth in Exhibit 5B (the Realm Subdistrict Concept Plan), For 7.46 Acres Located on the Southwest Corner of Windhaven Parkway and Lady Tessala Avenue, Zoned Planned Development Multifamily 3 (PD-MF3), Legally Described as Discovery at the Realm Addition Phase 2, Block A, Lot 2, as Requested by McAdams on Behalf of Brecco Land CH LLC, the Property Owner. (Case No. 25-01-2-PZ)**

**(Agenda Item E-6)**

This request amends the concept plan established by Ordinance Number 0428-22-ZON, to allow a multifamily development with a structured parking garage in lieu of a multifamily facility with surface parking. The units will count towards the multifamily cap established in the Castle Hills Planned Development Ordinance. The request does not propose any changes to the

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base zoning district. The Planning and Zoning Commission recommended unanimous approval (7-0) on April 15, 2025.

The City staff's recommendation was that the City Council approve the ordinance set forth in the caption above.

Richard E. Luedke, AICP, Planning Director was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 8:40 p.m.

Planning Director Richard Luedke gave a presentation.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Councilmember Jones the Council voted six (6) "ayes" and no (0) "nays" to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 8:45 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

"An Ordinance Of The Lewisville City Council, Amending The Zoning Ordinance By Amending Ordinance No. 0428-22-ZON To Amend The Planned Development Concept Plan Set Forth In Exhibit 5b (The Realm Subdistrict Concept Plan) Thereto By Amending The Concept Plan For 7.46 Acres Located On The Southwest Corner Of The Intersection Of Windhaven Parkway And Lady Tessala Avenue, Legally Described As Discovery At The Realm Addition Phase 2, Block A, Lot 2; Correcting The List Of Existing Planned Development Districts; Preserving All Other Portions Of The Zoning Ordinance; Determining That The Zoning Amendment Herein Made Promotes The Health, Safety, And General Welfare Of The City; Providing For A Savings Clause, Repealer, Severability, A Penalty, And An Effective Date; And Declaring An Emergency."

**MOTION:** Upon a motion made by Councilmember Green and seconded by Deputy Mayor Pro Tem Cade, the Council voted six (6) "ayes" and no (0) "nays" to approve **Ordinance No. 0755-25-ZON** as set forth in the caption. The motion carried.

**Visitors Forum**

**(Agenda Item F)**

Ernest Lineberger, 1701 W. Point Drive, Carrollton, Texas 75007, was called to speak and introduced himself and spoke regarding appreciation for City leaders.

**CONSENT AGENDA**

**(Agenda Item G)**

**MOTION:** Upon a motion made by Councilmember Jones and seconded by Councilmember Troyer, the Council voted six (6) “ayes” and no (0) “nays” to approve the Consent Agenda.

8. APPROVAL OF MINUTES: City Council Minutes of the April 21, 2025, Workshop Session, and Regular Session.
9. Approval of a Bid Award for Annual Requirements Contracts for Mowing, Trash Pickup & Landscape Services of Zones 4 & 5 to Reeder Industries Inc., a Texas Corporation in an Estimated Annual Amount of \$232,437; and Authorization for the City Manager, or Her Designee, to Execute the Contracts.
10. Approval of Bid Award for the Construction of Old Town Grand Courtyard Remodel and Old Town Pocket Park to The Fain Group, Inc. in the Amount of \$1,419,155; and Authorization for the City Manager, or Her Designee, to Execute the Contract.
11. Approval of the Economic Development Agreement Between the City of Lewisville and BSC Charles & Elm, LLC; and Authorization for the City Manager, or Her Designee, to Execute the Agreement.
12. Approval of an Agreement Between the City of Lewisville and the Ramel Company, LLC for Construction Management Services for Annex Remodel Project in the Amount of \$49,920; and Authorization for the City Manager, or Her Designee, to Execute the Agreement..
13. Ratification of Concession Agreement Between Four New Millennium Group, Inc. and the City of Lewisville.
14. Ratification of Concession Agreement Between Four New Millennium Group, Inc. and the City of Lewisville

The motion carried.

**Consideration of Resolution No. 0756-25-RES,  
a Resolution of the City Council of the City of  
Lewisville, Texas, Appointing a Primary  
Representative to the Regional Transportation  
Council to Replace Councilmember Brandon  
Jones and Providing for an Effective Date.**

**(Agenda Item H-15)**

The Regional Transportation Council (RTC) of the North Central Texas Council of Governments allocates seats on the Council by region and city population. Lewisville is in a cluster region along with Highland Village, Justin, Flower Mound, and Northlake. The appointee is required to be an elected official who serves on the governing body they represent. This cluster's current primary representative to the Regional Transportation Council is Councilmember Brandon Jones. Councilmember Jones did not run for re-election and thus shall no longer serve on the Lewisville City Council upon the election of his successor.

The City staff's recommendation was that the City Council approve the resolution appointing a primary representative to the Regional Transportation Council as set forth in the caption above.

**MOTION:** Upon a motion made by Council Member Green and seconded by Mayor Pro Tem Kelly, the Council voted six (6) "ayes" and no (0) "nays" to approve **Resolution No. 0756-25-RES** appointing Mayor TJ Gilmore as primary representative to the Regional Transportation Council as set forth in the caption. The motion carried.

**Reports**

**(Agenda Item I)**

- City Attorney Lizbeth Plaster spoke to Councilmember Jones in appreciation for his service.
- Director of Public Services Aaron Russell reported on the lake level.
- Mayor Pro Tem Patrick Kelly encouraged everyone to go look at the no mow zone on Garden Ridge.
- Councilmember Ronni Cade thanked everyone and said she is so proud of the City she lives in for the support that was given to Commissioner Bobbie Mitchell.
- Mayor Gilmore reminded everyone of water restrictions.

**Closed Session**

**(Agenda Item H)**

Mayor Gilmore RECESSED into Closed Session at 7:36 p.m.

*In Accordance with Texas Government Code, Subchapter D,*

1. *Section 551.071 (Consultation with Attorney)*

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Mayor Gilmore RECESSED into Closed Session at 9:16 p.m.

*In Accordance with Texas Government Code, Subchapter D,*

- 1. Section 551.071 (Consultation with Attorney): Legal issues related to the Texas Housing Finance Corporation Act, Tex. Local Gov't Code §§ 394.001 et seq., and the associated tax exemptions.*
- 2. Section 551.072 (Real Estate): Property Acquisition*
- 3. Section 551.087 (Economic Development): Deliberation Regarding Economic Development Negotiations.*

**Reconvene and Consider Action, if any, on  
Items Discussed in Closed Session**

**(Agenda Item I)**

Mayor Gilmore RECONVENED Regular Session at 7:40 p.m.

There was no action taken on items discussed in closed session.

Mayor Gilmore RECONVENED into Regular Session at 9:25 p.m.

**MOTION:** Upon a motion made by Councilmember Jones and seconded by Councilmember Troyer, the Councilmember voted six (6) "ayes" and no (0) "nays" to authorize the City Attorney, or her designee, to take any legal action necessary to ensure the proper application of the Texas Housing Finance Corporation Act and the associated tax exemptions. The motion carried.

**Adjournment**

**(Agenda Item J)**

There being no further business to come before the Council, Mayor Gilmore adjourned the meeting of the Lewisville City Council at 9:26 p.m. on Monday, May 5, 2025.

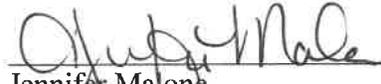
These minutes approved by the Lewisville City Council on the 2<sup>nd</sup> of June, 2025.

APPROVED

  
\_\_\_\_\_  
TJ Gilmore  
MAYOR

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ATTEST:

  
\_\_\_\_\_  
Jennifer Malone  
ACTING CITY SECRETARY



# Best Practices and Potential Code Updates Related to Trees and Tree Preservation

May 5, 2025  
City Council  
City of Lewisville



# Presentation Overview

Policy Research



PARD Update



Q + A and Discussion



# Project Goals: Policy Research

Texas A&M Forest Service, Community Forestry Grant Program

- Evaluate city ordinances related to trees and landscaping across residential and commercial properties
- Identify strategies to incentivize protection and growth of the urban treescape.
- Survey Commercial Properties to understand needs

# Research Team + Project Schedule

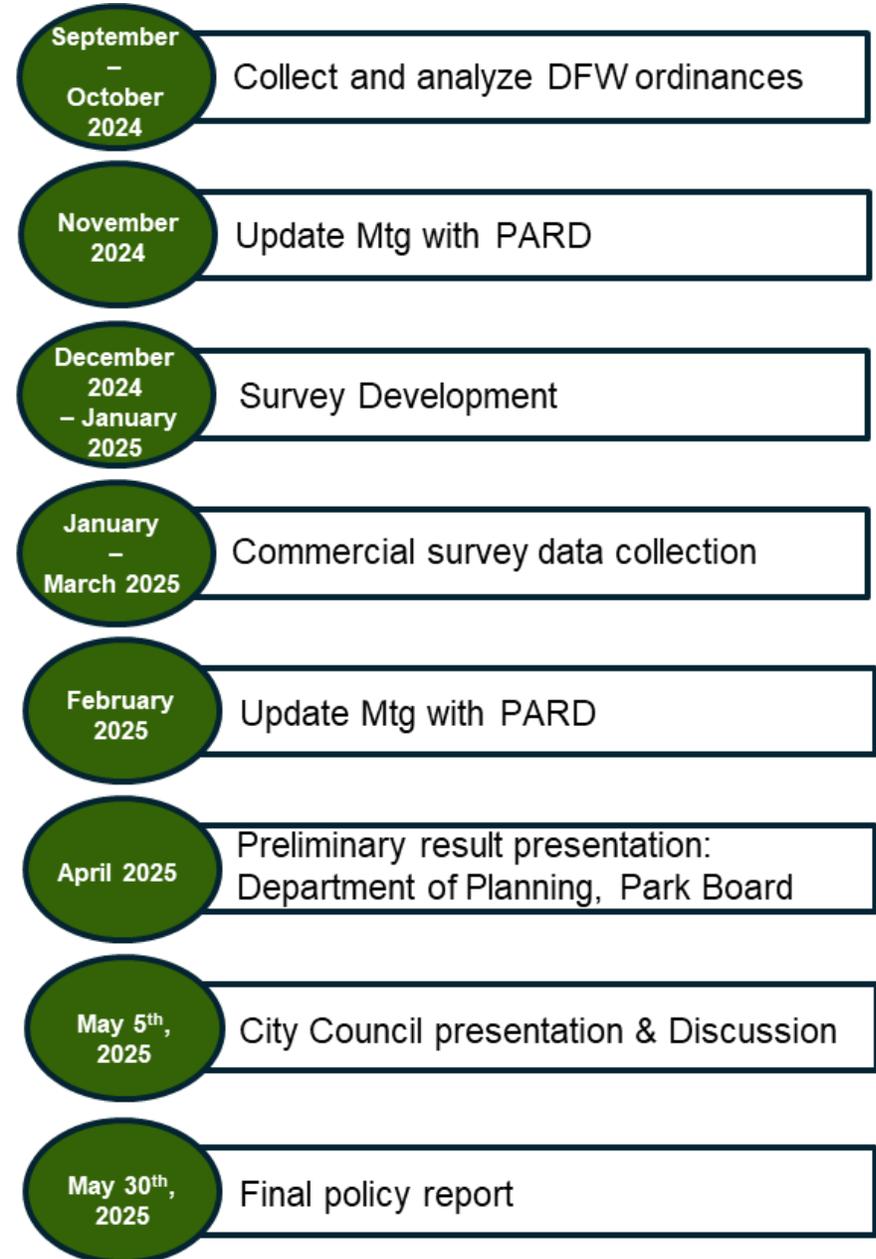
## Policy Research Team



Lauren Ames Fischer, PhD

Zachary Andrews

Siddhi Pawar



# HIP Goals and Objectives

## GOAL 5

Utilize Nature as a  
Centerpiece

## Objective 5.2

Preserve and grow  
the urban tree  
canopy

HIP Action Step	Action Step Description
<b>5.2.1</b>	<b>Protect high value replacement trees</b>
5.2.2	Protect riparian forest buffers surrounding riverine features
<b>5.2.3</b>	<b>Enhance survivability of young stands of native trees</b>
5.2.4	Create a dataset to prioritize suitable planting areas
5.2.5	Create pocket prairies with trees as centerpieces
5.2.6	Conduct follow up studies to monitor urban forest
<b>5.2.7</b>	<b>Free or low cost trees give-a-ways and education for residents</b>
5.2.8	Use air monitors to help identify and prioritize planting areas
5.2.9	Establish Urban Forestry Unit
<b>5.2.10</b>	<b>Partner with private development to support urban tree canopy</b>
5.2.11	Build complete streets to improve tree canopy

# Comparison of Practices in DFW

Information from 40 cities in the DFW metroplex

- Lewisville Peers: population size, regional location, % developed
- Regional Leaders

Evaluate existing policies + programs

- Municipal Ordinances (ex. “tree”, “tree preservation”)
  - Tree Preservation, Credit and Mitigation policies
  - Landscaping and Parking Lot regulations
- Municipal websites for educational and incentive programs

## Tier 1

Tree preservation is only addressed in a city's code.

## Tier 2

Tree preservation is addressed in the city's code and somewhere else.

## Tier 3

Tree preservation is thoroughly addressed in the city's code and is either doing so in a creative way, or repeatedly addresses tree preservation elsewhere.

## Tier 4

Tree preservation is thoroughly and creatively addressed in the city's code, there are innovative approaches to tree preservation, and good educational material on the importance of tree preservation.

# Information about Tiers

Tier 1 example, tree preservation ordinance

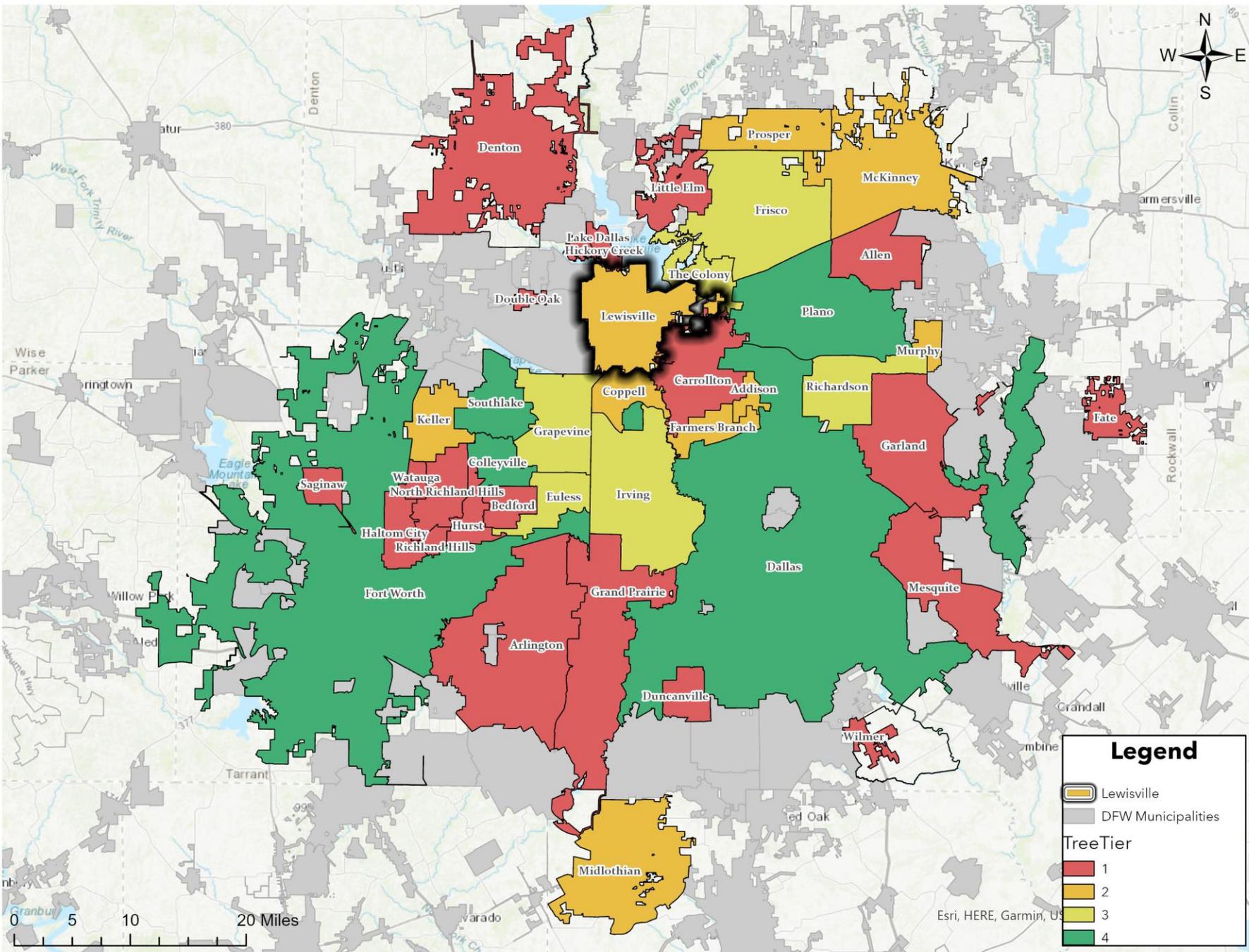
*Trees of 12 inches or greater.* Existing trees with a caliper of 12 inches or greater shall be saved and protected to five feet outside the drip line in landscape areas as a part of the development.

-City of Saginaw

Tier 4 example, tree preservation ordinance:

It is the purpose of this section to achieve 30% tree canopy coverage citywide and to promote a multi-aged urban forest....by addressing the preservation and protection of healthy and significant trees, providing for the replacement and replanting of trees that are removed during development, and establishing additional tree canopy.

- City of Fort Worth



Tree preservation is thoroughly and creatively addressed in the city's code using innovative approaches; High quality programs and educational material provided.

Tier 4



Tier 1

Tree preservation is only addressed in a city's code.

# Lewisville: Tier 2

## Why is Lewisville in Tier 2?

- A Few Ordinances
- Adoption of Healthy Infrastructure Plan

## Potential Areas of Enhancement:

- Ordinance Enhancements/Integration
- Urban Forestry Webpage Materials
- Roots for Wings Program Expansion

Tree preservation is thoroughly and creatively addressed in the city's code using innovative approaches; High quality programs and educational material provided.

Tier 4



Tier 2

Tree preservation is addressed in the city's code and somewhere else.

# Ordinance Evaluation



# Lewisville: Existing Ordinances

Landscaping Replacement (*Art VIII, Chapter 3, Section 3, Subsection B*)

Tree Preservation (*Art VIII, Chapter 3, Section 4*)

Tree and Underbrush Removal (*4.4, 4.5, 4.6*)

Tree Preservation Plans and Surveys (*4.7*)

Protected Trees and Preservation Credits (*4.10*)

Tree Mitigation Fee (*4.11*)

# Existing Development: Commercial Landscaping

Replacing Dead or Damaged Landscaping. *Commercial property owners in Lewisville must replace dead landscaping with original landscape plan.*

*Art VIII, Chapter 3, Section 3, Subsection B*

Recommendation: Revise Ordinance

Suggest revising ordinance to allow replacement of dead or damaged landscaping with materials listed on the city's shrub, understory and shade tree list, and that adhere to the spatial layout of the original landscape plan.

# New/Redevelopment: Tree Survey Requirements

*Tree survey - The exact location, size, condition and common name of each tree that is eight (8) inches DBH and larger.*

*Art VIII, Chapter 3, Section 4.7.2a*

Recommendation: Consider revising to trees six (6) inches DBH and larger

Lewisville's Tree Canopy Study showed that **60% of the canopy** is composed of trees that **are six (6) caliper inches or less**. Expanding the size of trees that need to be included in the Tree Survey from 8 to 6 inches would protect more of the existing Tree Canopy.

**Practices among DFW cities vary.** For Tier 4 cities, Dallas, Fort Worth, and Southlake require all trees to be recorded and measured. Colleyville requires it for 6 inches DBH and Plano requires it for 8 inches in caliper or greater. Of the Tier 3 cities, Frisco requires a survey of all trees, Grapevine for 3-inch caliper, Irving for 6 inches DBH or larger.

# New/Redevelopment: Replacement Trees

*Protected trees, if removed, or damaged or destroyed during construction, shall be replaced with replacement trees at a one-to-one (1:1) ratio of caliper inch measured at DBH. All replacement trees shall be at least three (3) inches DBH. Replacement trees shall be shade trees from the approved list in Article VIII.3.3 or alternatives approved by the Planning Director.*

*Art VIII, Chapter 3, Section 4.10.A*

Recommendation: None

Lewisville's Tree and Shrub Replacements lists are comprehensive and provide guidance on shade trees, understory trees and shrubs. Few other municipalities distinguishes replacement trees in this manner. Lewisville sets itself apart from the few that do by clarifying which species are native. Another example of a comprehensive replacement list is Fort Worth, which is a Tier 4 municipality.

*Exhibits VIII.3.3-2 through 4*

# New/Redevelopment: Protected Trees

*Tree, Protected - Hackberry trees 12 inches in DBH and any other tree eight (8) inches in DBH except for trees with the common names of Bois d'Arc, cottonwood, Chinese pistache, junipers, mesquite, all Callery pear cultivars and any tree species determined to be invasive by the Parks and Recreation Director.*

*Article II, Chapter 2, Section 2.1*

# New/Redevelopment: Heritage vs Protected Trees

Heritage Trees can be designated on DBH, specific species or cultural importance.

## **Georgetown, Texas:**

**Protected Tree** is any tree, excluding Hackberry, Chinaberry, Ashe Juniper (cedar), Mountain Cedar, Blueberry Juniper, Post Cedar, Chinese Tallow, and Mesquite, that has a diameter at breast height (DBH) of 12 inches or larger, excluding Heritage Trees.

**Heritage Tree** classification applies to the following tree species that have a DBH of 26 inches or larger: Live Oak, Post Oak, Shumard Oak, Bur Oak, Chinquapin Oak, Monterey Oak, Bald Cypress, American Elm, Cedar Elm, Pecan, Walnut, Texas Ash, or Southern Magnolia.

The Heritage Tree classification may also be designated by resolution of the City Council to any tree of historical value or significant community benefit.

# New/Redevelopment: Heritage Trees

The city of Lewisville does not currently have a Heritage Tree designation

Recommendation: Explore a Heritage Tree Designation

- Specific Species (i.e. Post Oaks, Blackjack Oaks, Cedar Elm)
- DHB size (i.e. 26 inches or larger)
- Allow designation by City Council resolution for trees of historical value or significant community benefit.

# New/Redevelopment: Tree Preservation Credits

*For every tree in healthy, thriving condition that is preserved, tree preservation credits shall be given as shown in Exhibit VIII.4.10-1 below. Tree preservation credits may be used to offset the required replacement of protected trees required herein.*

*Art VIII, Chapter 4, Section 10, Subsection C*

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
<b>TREE CLASSIFICATION</b>	<b>TREE PRESERVATION CREDIT</b>
Post Oaks and Black-jack Oaks less than 8 inches DBH	One (1) inch for every inch preserved
Protected Post Oaks and Blackjack Oaks	Two (2) inches for every inch preserved
All Other Protected Trees	One (1) inch for every inch preserved

# Tree Preservation Credits

Tree preservation credits are found in 15 cities, use different methods of organization.

## Irving, Texas: Only DBH measures

Healthy Protected Trees	Transplanted Protected Trees
< 6 inches in DBH	1 inch credit per 1 inch DBH
6 to 12 inches in DBH	2 inch credit per 1 inch DBH
12 to 24 inches in DBH	3 inch credit per 1 inch DBH
24 inches or more DBH	5 inch credit per 1 inch DBH

## Mesquite, Texas: Only Protected Trees

Credit for preserving a protected size tree, as defined in 1A-500 Tree Schedule, shall be given by counting each protected tree saved as 2 trees for the purpose of fulfilling the calculated landscape tree requirement, or by reducing the required landscape area by 500 square feet for each tree preserved.

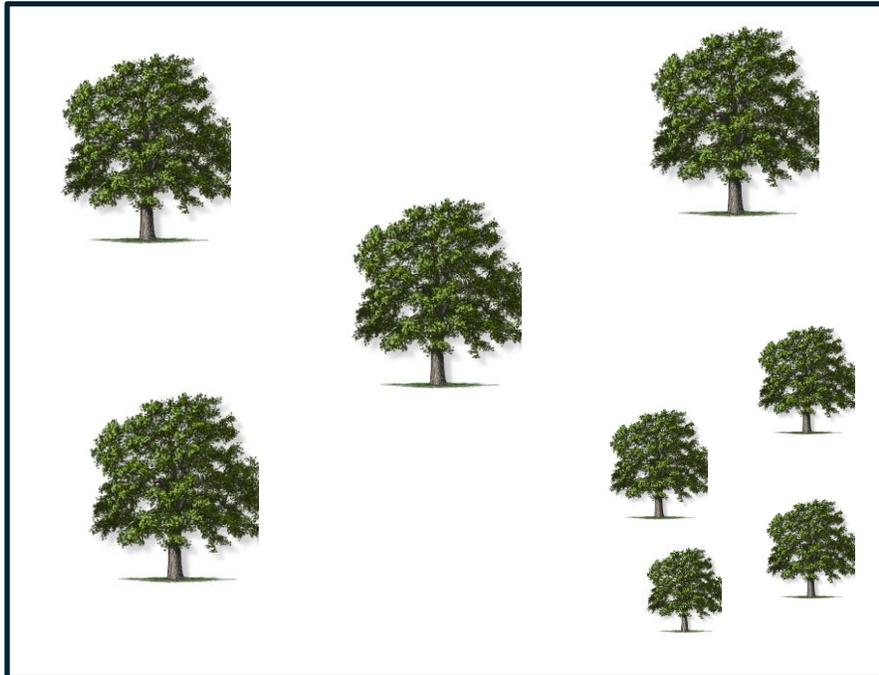
# Tree Credits: In Practice

<i>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</i>	
TREE CLASSIFICATION	TREE PRESERVATION CREDIT
Post Oaks and Black-jack Oaks less than 8 inches DBH	One (1) inch for every inch preserved
Protected Post Oaks and Blackjack Oaks	Two (2) inches for every inch preserved
All Other Protected Trees	One (1) inch for every inch preserved

Tree Credits were **intended to help protect trees**. However, in practice in Lewisville, the current **credits incentivize removal of protected trees**. At a 2:1 ratio, for each tree protected, credits allow for the removal of up to two trees of the same size and species or the protection of smaller trees at the expense of larger trees, without any penalty or mitigation fee payment.

# Tree Credits: In Practice (Scenario 1)

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
<b>TREE CLASSIFICATION</b>	<b>TREE PRESERVATION CREDIT</b>
Post Oaks and Black-jack Oaks less than 8 inches DBH	One (1) inch for every inch preserved
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All Other Protected Trees	One (1) inch for every inch preserved



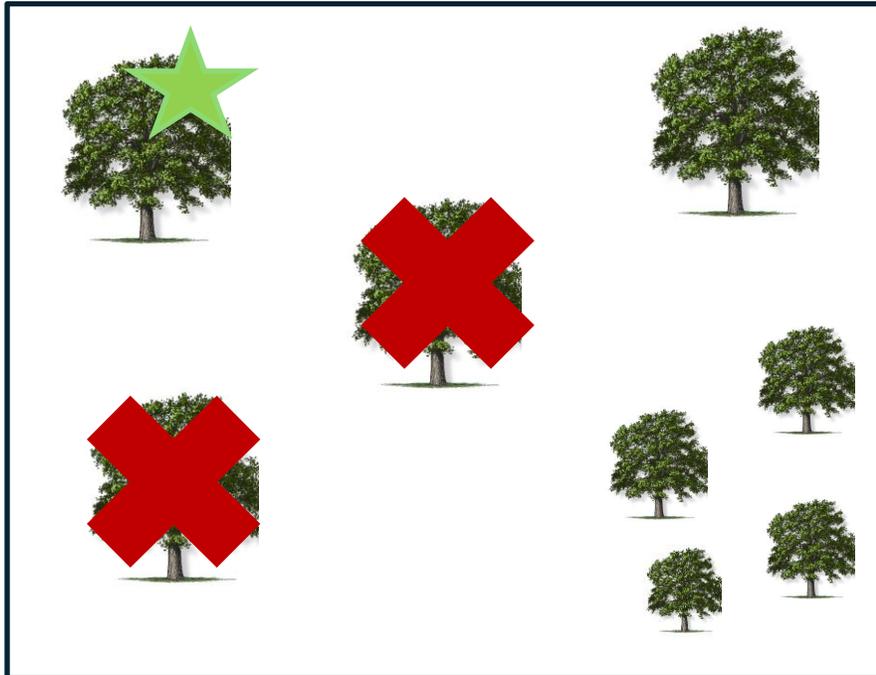
There are 8 Post Oaks

Half are Large (10-caliper inch DBH)

Half are Small (5-caliper inch DBH)

# Tree Credits: In Practice

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
<b>TREE CLASSIFICATION</b>	<b>TREE PRESERVATION CREDIT</b>
Post Oaks and Black-jack Oaks less than 8 inches DBH	One (1) inch for every inch preserved
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All Other Protected Trees	One (1) inch for every inch preserved



There are 8 Post Oaks  
Half are Large (10-caliper inch DBH)  
Half are Small (5-caliper inch DBH)

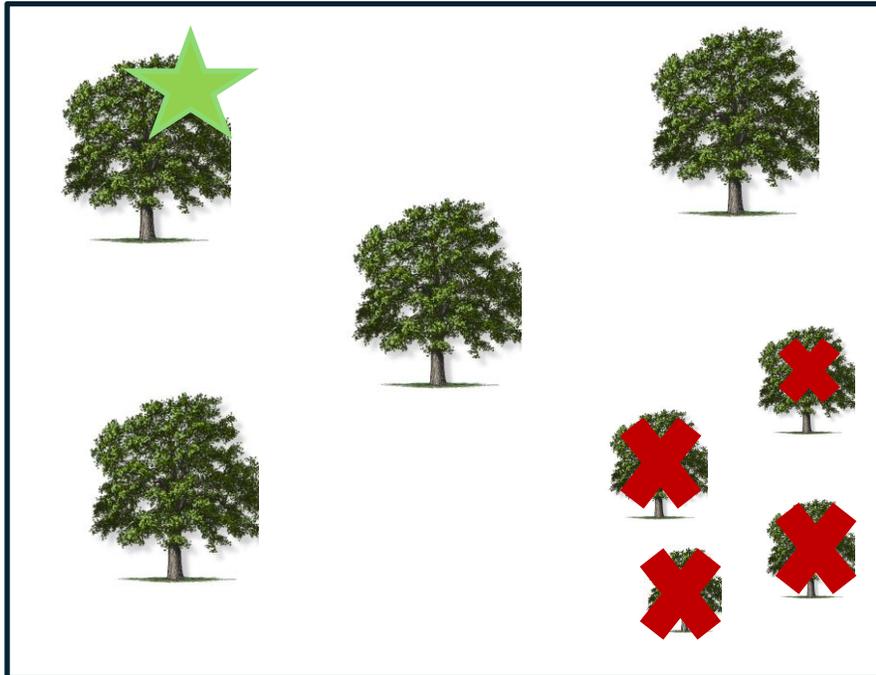
Preserving One Post Oak = 20 in tree credit

20 Tree Credits allows for:

- removal of 2 large Post Oaks
- removal of 4 small Post Oaks

# Tree Credits: In Practice

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
<b>TREE CLASSIFICATION</b>	<b>TREE PRESERVATION CREDIT</b>
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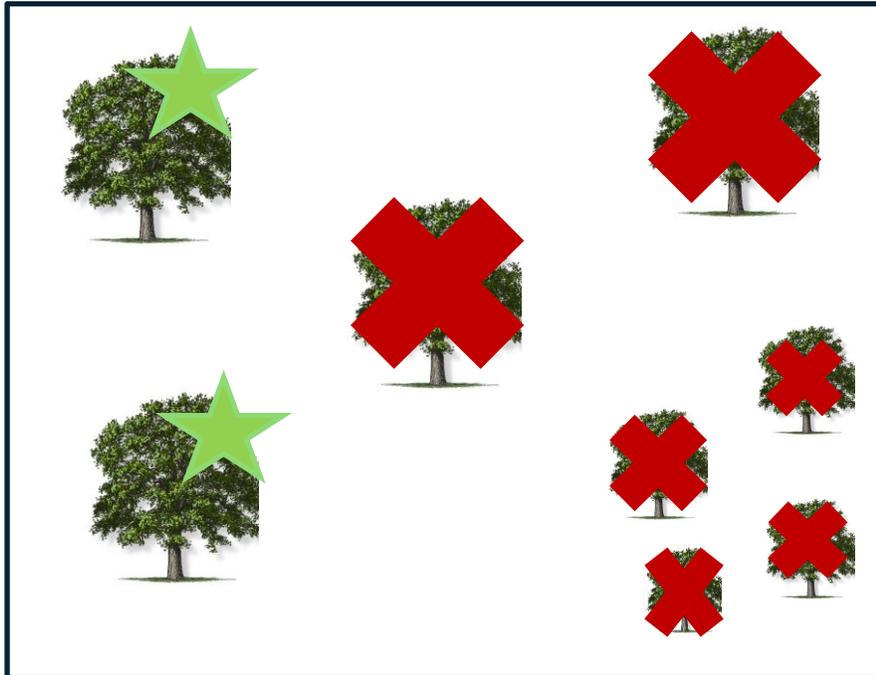
There are 8 Post Oaks  
Half are Large (10-caliper inch DBH)  
Half are Small (5-caliper inch DBH)

Preserving One Post Oak = 20 in tree credit

20 Tree Credits allows for:  
- removal of 2 large Post Oaks  
- removal of 4 small Post Oaks

# Tree Credits: In Practice (Scenario 2)

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
<b>TREE CLASSIFICATION</b>	<b>TREE PRESERVATION CREDIT</b>
Post Oaks and Black-jack Oaks less than 8 inches DBH	One (1) inch for every inch preserved
Protected Post Oaks and Blackjack Oaks	Two (2) inches for every inch preserved
All Other Protected Trees	One (1) inch for every inch preserved



There are 8 Post Oaks  
Half are Large (10-caliper inch DBH)  
Half are Small (5-caliper inch DBH)

Preserving Two Large Post Oaks = 40 tree credits

40 Tree Credits allows for:

- removal of 6 Post Oaks (2 large + 4 small)
- removal of 4 Large Post Oaks

# New/Redevelopment: Negative Tree Credits

The use of negative credits for larger trees or specific species, can provide additional protection. In the DFW metroplex, the municipalities of Murphy and Allen include these in their ordinances.

**Allen, Texas.** For every protected tree removed, including fence row trees, the owner shall receive negative tree credits or shall be required to plant replacement trees as follows:

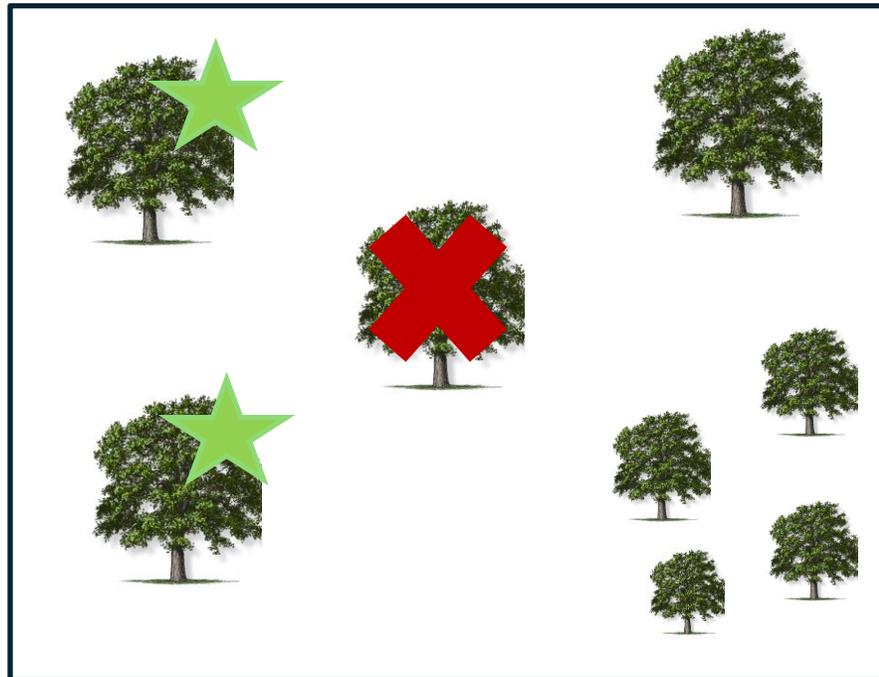
1. Trees six to ten caliper inches, two negative credits for each caliper inch.
2. Trees 10.1 to 15 caliper inches, four negative credits for each caliper inch.
3. For any healthy, unprotected tree over 12 caliper inches located outside the floodplain, the owner shall receive negative tree credits calculated at one-half of the caliper inches for such tree if the city determines that the tree should be preserved.

**Murphy, Texas.** For every protected tree removed, including fence row trees, the property owner shall receive negative tree credits for each caliper inch removed or shall be required to plant replacement trees as follows:

1. Trees six (6) to ten (10) caliper inches, one (1) negative credits for each caliper inch.
2. Trees 10.1 to 15 caliper inches, two (2) negative credits for each caliper inch.
3. Trees 15.1 to 24 caliper inches, three (3) negative credits for each caliper inch.
4. Trees 24.1 caliper inches or larger, four (4) negative credits for each caliper inch.

# Negative Tree Credits: In Practice

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
TREE CLASSIFICATION	TREE PRESERVATION CREDIT
Post Oaks and Black-jack Oaks less than 8 inches DBH	One (1) inch for every inch preserved
Protected Post Oaks and Blackjack Oaks	Two (2) inches for every inch preserved
All Other Protected Trees	One (1) inch for every inch preserved



There are 8 Post Oaks

Half (4) are Large (10-caliper inch DBH)

Half (4) are Small (5-caliper inch DBH)

Addition of a Negative Tree Credit (ex. Allen)

Trees 10.1 - 15 = four negative credits (caliper inch)

Removing 1 Large Post Oak = - 40 credits

Preserving 2 Large Post Oak = + 40 credits

# New/Redevelopment: Tree Preservation Credits

<b>EXHIBIT VIII.4.10-1 TREE PRESERVATION CREDITS</b>	
<b>TREE CLASSIFICATION</b>	<b>TREE PRESERVATION CREDIT</b>
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All Other Protected Trees	One (1) inch for every inch preserved

For every tree in healthy, thriving condition that is preserved, tree preservation credits shall be given as shown in Exhibit VIII.4.10-1 below. Tree preservation credits may be used to offset the required replacement of protected trees required herein.

*Art VIII, Chapter 4, Section 10, Subsection C*

Recommendation: Remove 2:1 ratio for Post Oaks, Blackjack Oaks;  
Explore Negative Tree Credits

# New/Redevelopment: Tree Mitigation Fees

*Tree mitigation fees shall be designated to a tree mitigation fund dedicated to the replacement of protected trees and urban forestry management.*

*Art VIII, Chapter 4, Section 11, Subsection D*

Lewisville Current Fees:

\$150 per caliper inch for all trees over 8 inches DHB

No escalation for Protected Trees or Larger DBH

# Mitigation Fees: DFW Practices

Municipality	Mitigation Fee
Hickory Creek	\$250 per caliper inch
Carrollton	\$225 per caliper inch
Allen	\$200 per caliper inch
Bedford	\$200 per caliper inch
Grand Prairie	\$200 per caliper inch
Plano	\$175 per caliper inch
Keller	\$150 per caliper inch
Lewisville	\$150 per caliper inch
Arlington	\$100 per caliper inch
Lake Dallas	\$100 per caliper inch
McKinney	\$100 per caliper inch
Prosper	\$100 per caliper inch
The Colony	\$100 per caliper inch

For municipalities that use caliper inches to calculate mitigation fees, 50% charge more than Lewisville

Municipality	Miscellaneous Mitigation Fee
Fort Worth	\$200 per diameter inch for up to 25% of the removed trees over six inches in diameter
Grapevine	Calculated based on roadway type
Haltom City	\$500 per tree
Irving	\$195 per one inch DBH
Little Elm	Employs valuation formula, fees range from \$622 - \$16,554/tree
Mesquite	\$2000 for each unauthorized removal of protected tree
Southlake	\$150 per diameter inch
Wilmer	Between \$100 and \$500 per caliper inch, determined by city

# New/Redevelopment: Tree Mitigation Fees

*Tree mitigation fees shall be designated to a tree mitigation fund dedicated to the replacement of protected trees and urban forestry management.*

*Art VIII, Chapter 4, Section 11, Subsection D*

Recommendation: **Increase Tree Mitigation Fee**

Current replacement costs per tree are about \$200. Increasing the mitigation fee would ensure that funds are sufficient for tree replacement.

*\*Option would remain for developer to provide a value estimate from an arborists, in-lieu of the set fee.*

# Summary: Ordinance Recommendations

- Revise Commercial Landscaping Ordinance
- Revise Tree Surveys (trees six (6) inches DBH and larger)
- Add a Heritage Tree Designation
- Reevaluate Tree Credit System
- Explore Negative Tree Credits
- Increase Tree Mitigation Fee



**Future  
Considerations**

*Lewisville 2035*

# Future Considerations:

## **Tree Canopy Credits**

Tree Canopy Credits work in similar ways as Tree Credits except that credits are calculated based on the size of the tree canopy at normal maturity.

**Only Dallas and Fort Worth use these**

## **Zoning Overlays**

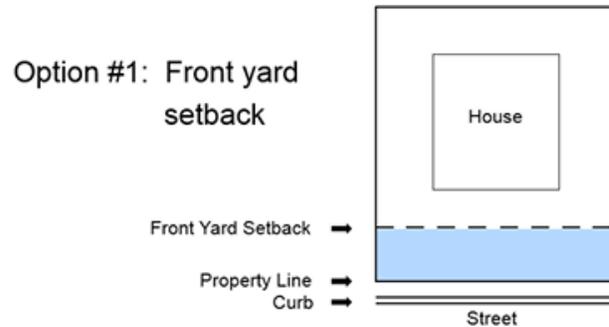
Dallas' Neighborhood Forest Overlay Districts are designed to help residents collaboratively establish goals and direction for future development of the neighborhood.

**Only Dallas uses this (since 2019)**

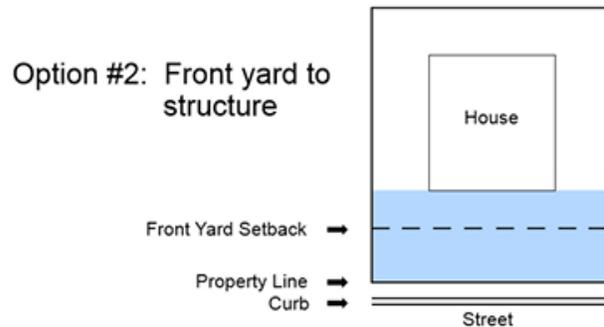
# Dallas Forest Overlay

The neighborhood selects a tree conservation area from set options:

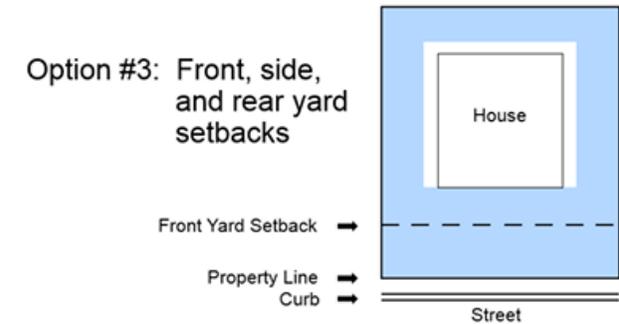
(i) *Front yard setback (60% required)*



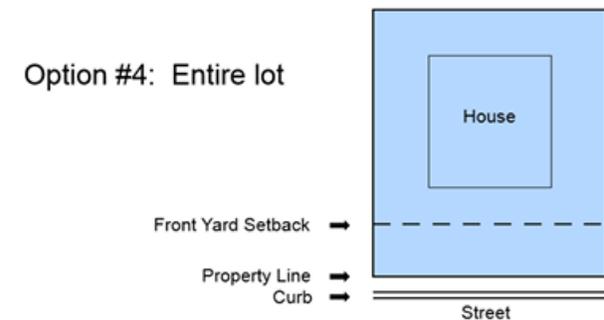
(ii) *Front yard to structure (60% required)*



(iii) *Front, side, and rear yard setbacks (70% required).*



(iv) *Entire lot (70% required).*



# Future Considerations: Rebates/Irrigation Incentives

Water bill (irrigation) rebates can provide incentives for residential or commercial property owners to install or maintain native and low-water landscaping. This form of rebate is not seen in any of the DFW sample municipalities.

The City of Round Rock offers irrigation rebates for both commercial and residential properties, with the latter limited to owners of existing irrigation systems, up to \$500/account.

# Future Considerations: Grant Programs

Several cities use tree mitigation funds and other sources to support community grants for projects that enhance treescapes and the urban forest canopy.

The City of Austin's **Urban Forest Grant** funds projects led by a variety of stakeholders, including parent-teacher organizations, academic and private institutions, non-profit organizations, community groups or individuals.

City of Ft Collins, Colorado, offers **Nature in the City** grants that support larger investments through community-led planning (Dream It Up Planning Grant) and project implementation (Make It Happen Implementation Grant).

# Future Considerations: Education + Outreach

## Online Resources: Innovative Practices



YouTube Video Links

**Who Can Help Me?**

Maintaining a healthy community forest is a team effort. Many departments across the City provide services related to trees. Use this directory to find the right contact to address your question or concern.

- ▼ **Trees in the Right of Way (Streets, Sidewalks, Medians)**
- ▼ **Trees Near Power Lines**
- ▼ **Trees in Creeks, Channels, & Drainage Easements**
- ▼ **Trees in Parks, Trails, & Greenbelts**
- ▼ **Yard Clippings, Large Brush, & Tree Pickup**
- ▼ **Trees in Alleys & Debris on Roadways**
- ▼ **Trees Blocking Traffic Signs**

Information on Learning  
Resources and Regulations

### Helpful Links

[Find a Certified Arborist for your Property](#)  
[Tree Preservation Ordinance](#)

Ask an Urban Forester or  
Find an Arborist

# Future Considerations: Commercial Property Incentives

Survey of commercial properties is ongoing

- Emails to Chamber of Commerce Members
- Email to Religious and Non-Profit Organizations
- Business Canvas (Main Street and RT121)

~16 responses (out of 100 businesses surveyed)

Preliminary Findings:

- Support for Landscaping Incentive or Grant programs
- Rental vs. Owner Needs



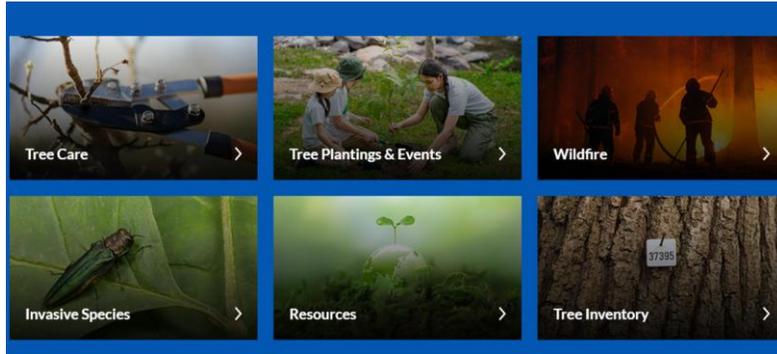
# Urban Forestry Website



Lewisville Parks & Recreation



# Website Examples



## FOREST ACTION PLAN

**TREE CANOPY, WATER QUALITY, AND COMMUNITY PROGRAM CAPACITY**  
 Washington, D.C. is unique among northeastern states. The District is a large urban center with an increasing population that draws approximately 661,231 people from Maryland and Virginia each work day. There are several federally managed large green spaces, but the city consists primarily of urban forest that covers 35% of the city.

The District of Columbia's Forest Action Plan strategy proposes to address three priority issues as determined by the Assessment of Urban Forest Resources: increasing urban tree canopy across the city, protecting and improving air and water quality, and building urban and community program capacity. The assessment also addresses two regional priority issues of importance to the District: the I-95 Megaregion and the Chesapeake Bay Watershed.

- + Conserve
- + Protect
- + Enhance

## LATEST NEWS



## 2024 Tree Planting

City Forestry plants trees in parks and medians as funding allows. In 2024, Forestry plans to plant an estimated 49 trees citywide, including 22 on the Flintridge medians (funded by The Dalton Family Foundation), 17 trees on the Cascade medians (funded by the North End Woodlands), and 10 trees in various neighborhood parks across the city.



## Agencies

- Frisco
- Fort Worth
- Austin
- Raleigh

## Resources

- Benefits of Trees
- Species Lists
- Management Plans
- Instructional Videos
- Calendar of Events



Lewisville Parks & Recreation

# Website Plan



- + Extending The Green
  - Hike and Bike Trails
  - Inflatables Permit
  - Lake Park
  - LLELA
- + Park Listings
- + Park Plans and Projects
  - Railroad Park
  - Wayne Ferguson Plaza

## Parks

The Lewisville Parks and Recreation Department manages over 1,000 acres of open space, parks, and preserves. From neighborhood parks, the park system offers a myriad of opportunities to connect with nature.

You and your family can enjoy a wide range of activities including playground areas, jogging trails, picnicking, and tennis. For more information about each of the parks near you, click on the name of the park that interests you under [Park Listings](#).

## PLAY Website

## Timeline

- March - Benchmarking and brainstorming
- April - Collection of resources and content
- May 12 - Draft version of site for review
- May 30 - Launch of Urban Forestry webpage



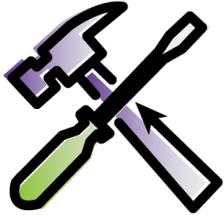


# Residential Tree Programs

Lewisville Parks & Recreation



# Two Approaches



Property Enhancement  
— Program —

*PEP Program  
All Residents*



*\*Draft version, created with AI*

*Branch Out Lewisville  
Targeted Program*

Lewisville Parks & Recreation

# PEP Program



Property Enhancement  
— Program —

- Lewisville Homeowners
- (50%) matching grant-rebate
- New Tree Planting eligible

Goal: More residential trees planted, canopy growth

Approach: Enhanced marketing, resources

Outcomes: Awareness, Canopy, Education

Lewisville Parks & Recreation

# Branch Out Lewisville



*\*Draft version, created with AI*

## Goals

- Expand canopy
- Environmental Equity, Sustainability
- Community Engagement

*\* Inspired by “Equi-Tree” program in San Antonio*



# Branch Out Lewisville



*\*Draft version, created with AI*

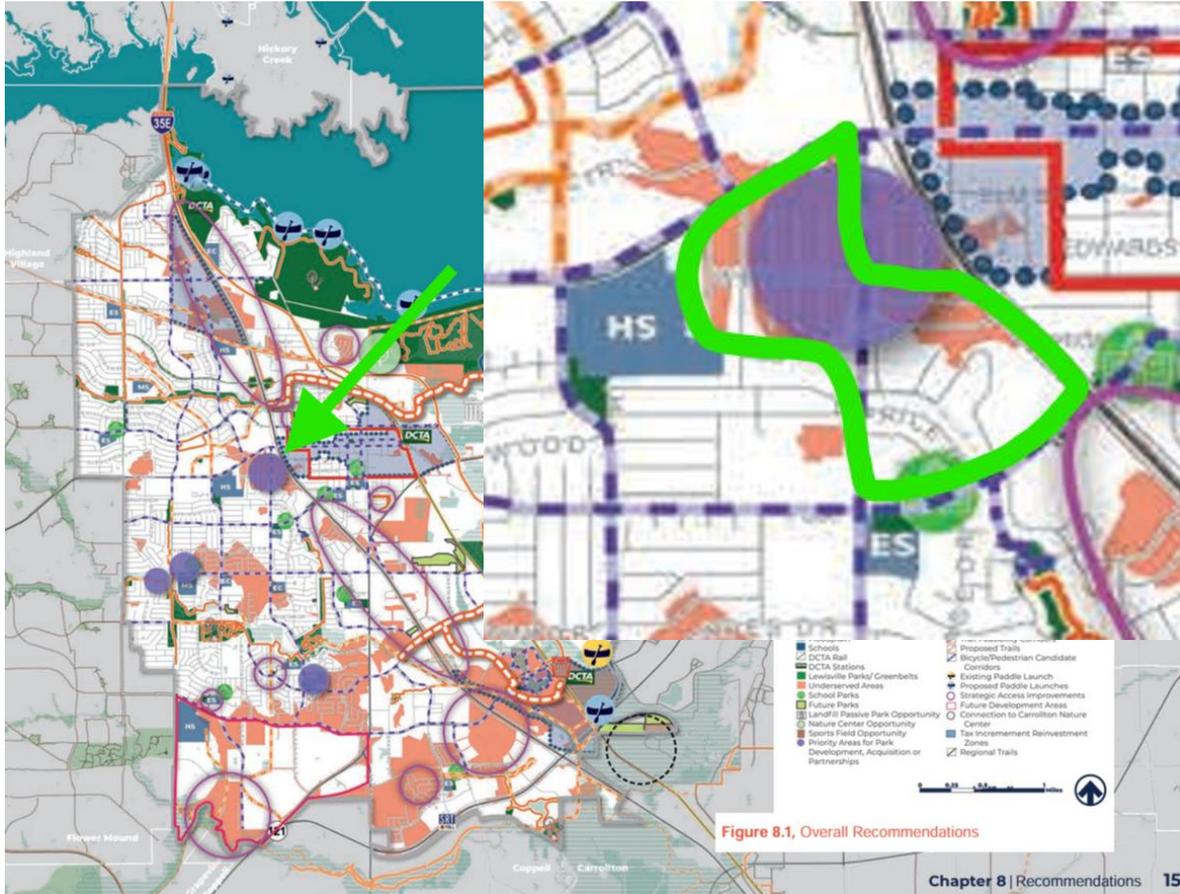
## Program Details

- Free Trees for Residents
- Outreach Tools
- On-Site Consultations



Lewisville Parks & Recreation

# Branch Out Lewisville



- N Edmonds neighborhoods
- Approximate 400 homes
- Tree Equity Score of 62 (#63 out of 67 in Lewisville)
- Contains Centennial Dr.



# Branch Out Lewisville



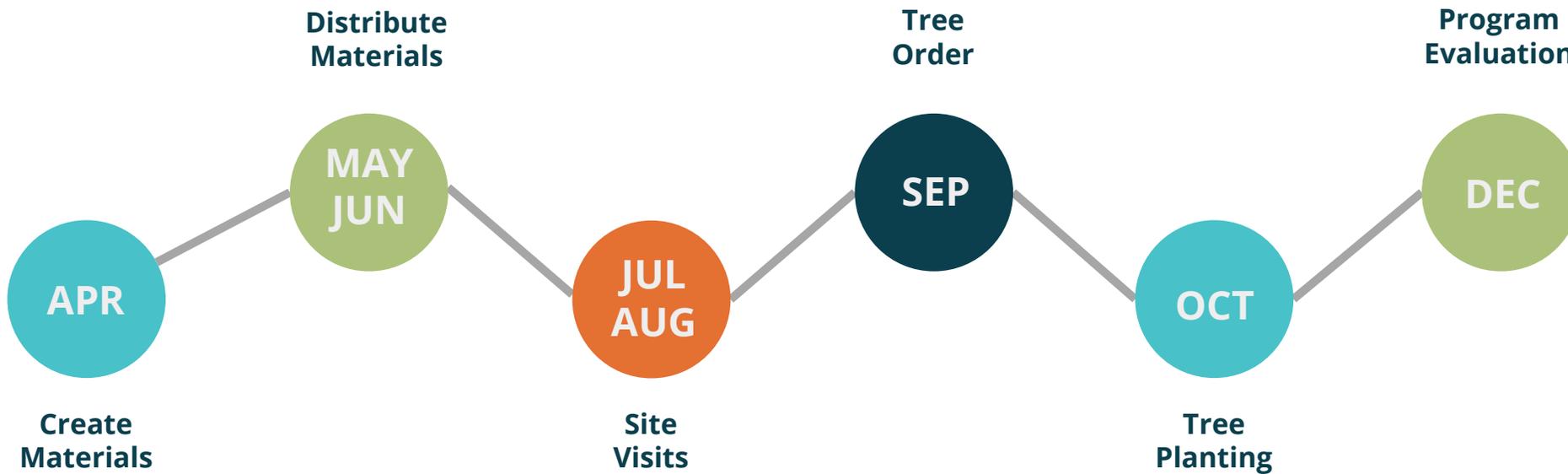
*\*Draft version, created with AI*

## Program Logistics

- Estimated Uptake
- Funding Source
- Contractor



# Branch Out Lewisville



Lewisville Parks & Recreation

# Summary Recommendations

## ***Short-Term Actions***

Revise Commercial Landscaping Ordinance

Revise Tree Surveys (trees six (6) inches DBH and larger)

Add a Heritage Tree Designation

Reevaluate Tree Credit System

Explore Negative Tree Credits

Increase Tree Mitigation Fee

## ***Future Considerations***

Tree Canopy Credits and Zoning Overlays

Rebates and Incentives (Water Utilities)

Education and Outreach

# Thank You!

May 5, 2025  
City Council  
City of Lewisville

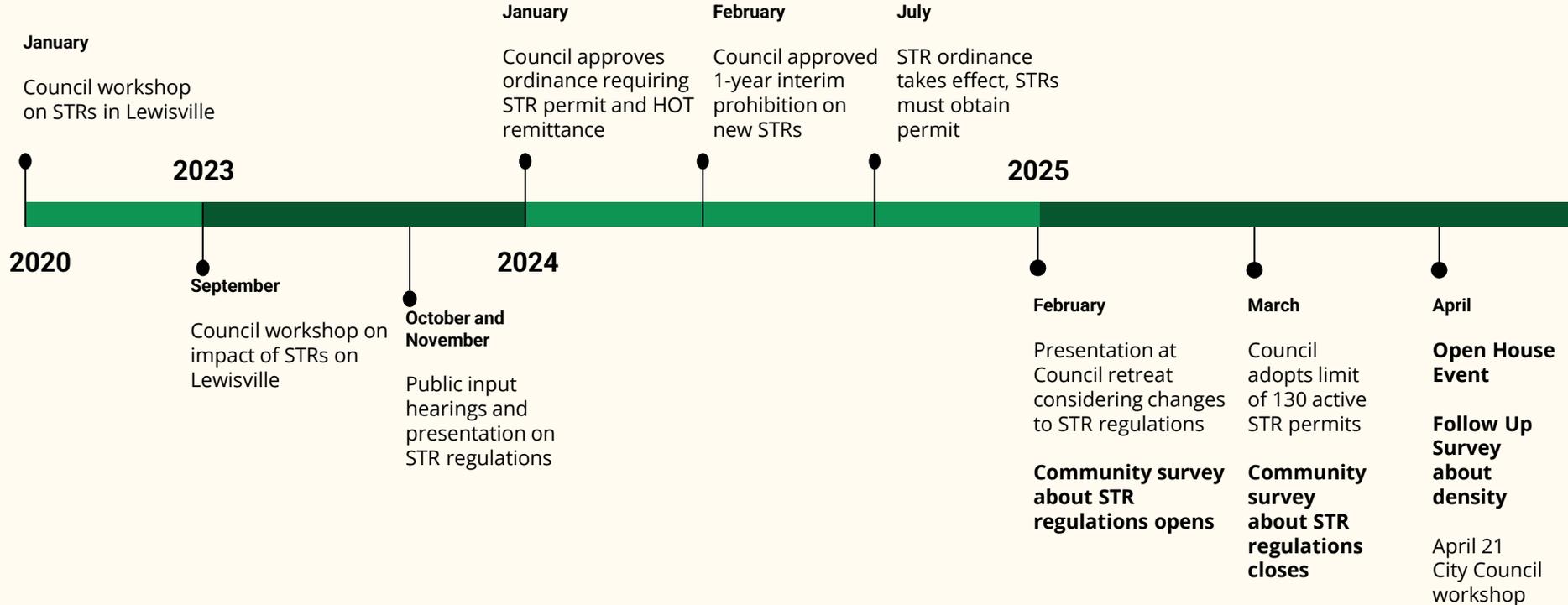


# Short Term Rental Density Discussion

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City Council Workshop  
4-21-2025

# Short Term Rental Timeline



# Map of STRs

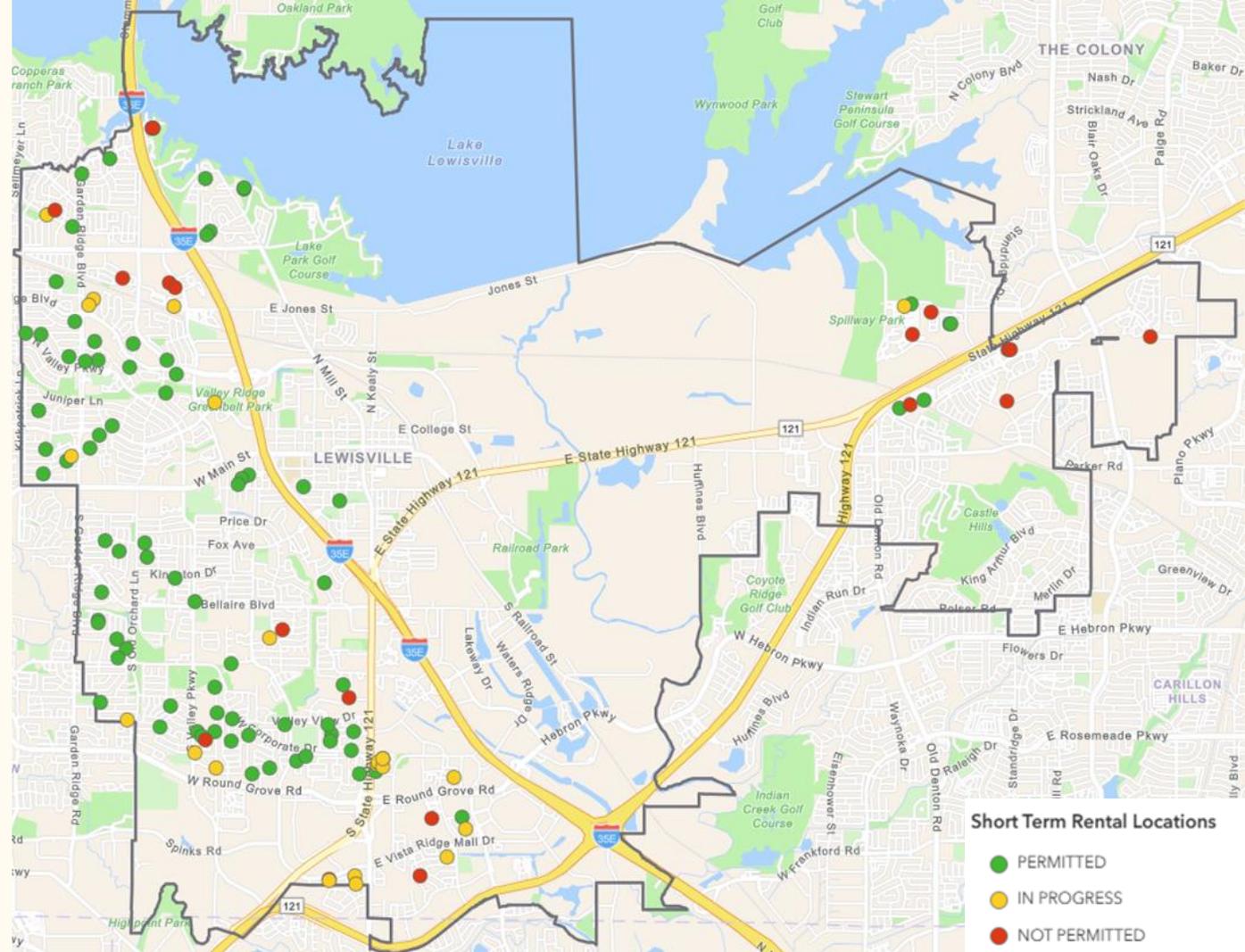
**132** Total STRs identified

**22** Not permitted (16.7%)

**16** Permit in progress  
(12.1%)

**94** Permitted STR  
(71.2%)

**110** Combined number of  
STR permits and  
applications (83.3%)



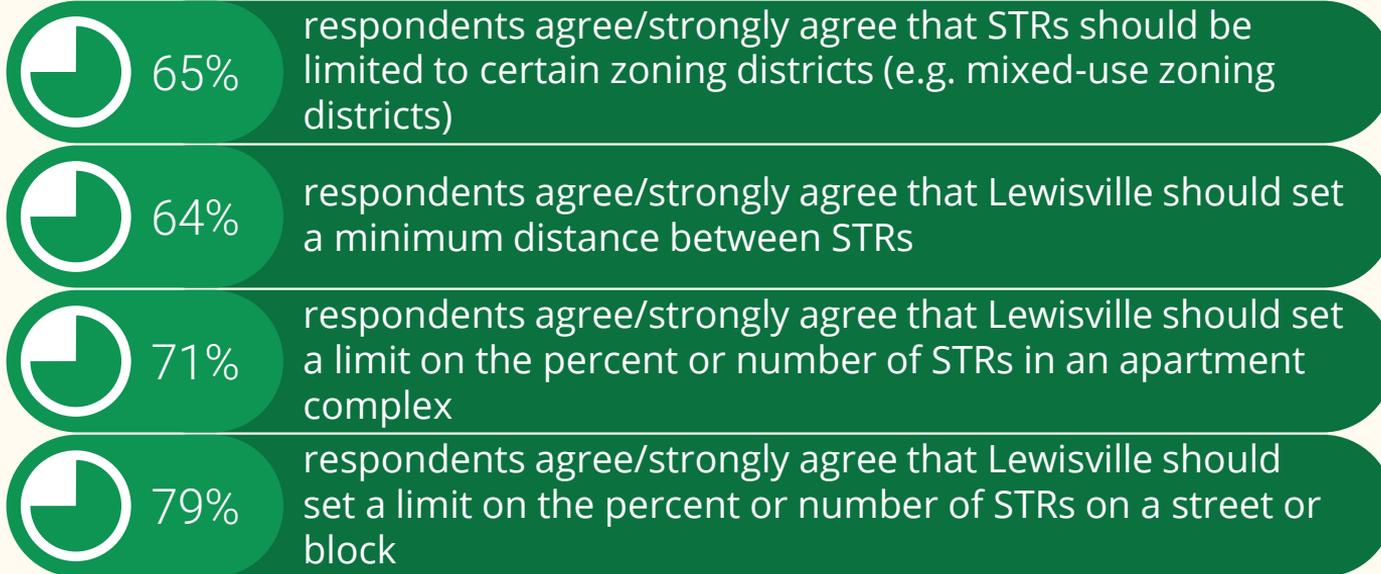
# Hotel Occupancy Tax and Existing STR permits

- It was recently determined only 33% of STRs are remitting or reporting HOT Tax as required
- Finance Department is creating letters to be sent out to the STRs in non-compliance
- After letters are sent Code Enforcement will begin enforcement measures
- As a reminder, any STR not in compliance with this requirement will not be able to renew their STR permit

# Public Input Related to STRs and Density

- Zen City Survey - Feb - Mar 2025 - 602 Submissions
- Open House at Thrive - March 2025 - ~20 attendees
- Follow up Survey - April 2025 - 29 Submissions

# Highlights from the ZenCity Survey Related to Density



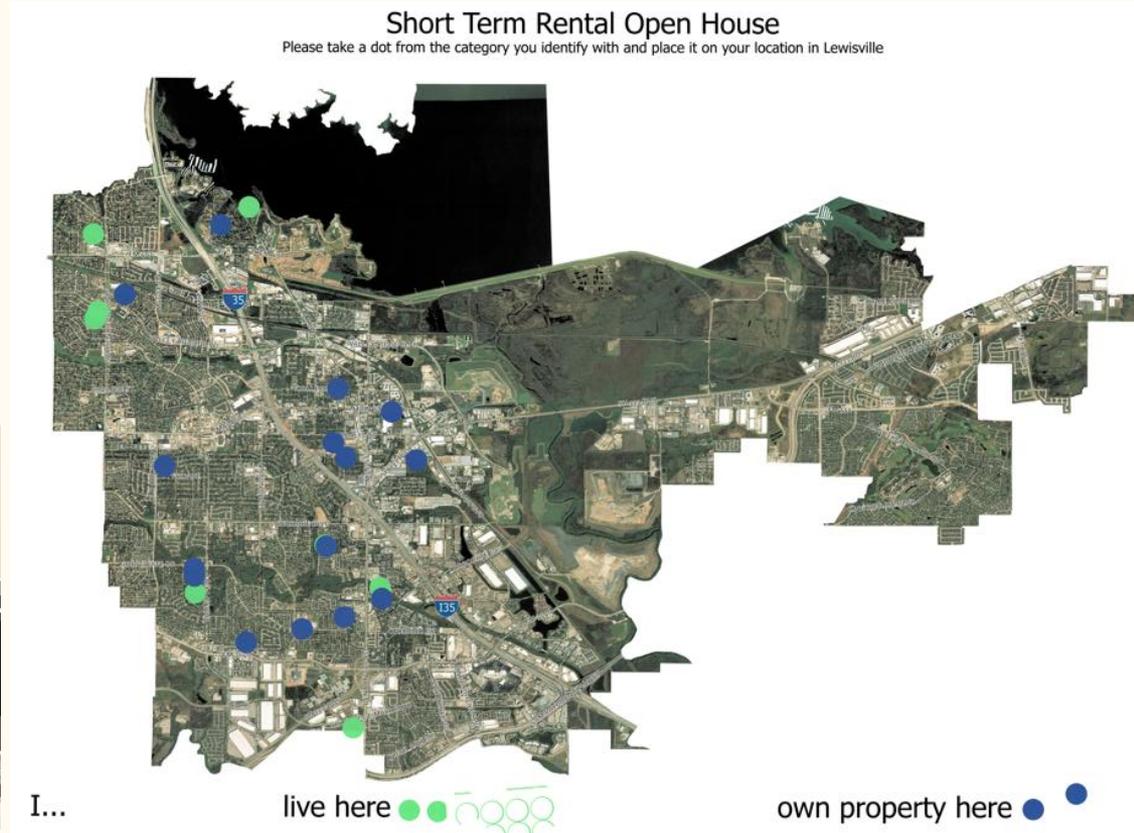
# Open House

Opportunity for residents to speak to staff and provide feedback

Outreach notices sent by email

March 27, 2025 at Thrive

About 20 attendees



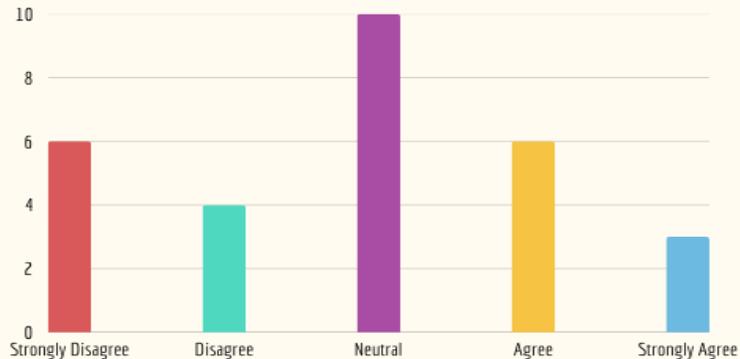
# Post-Open House Follow Up Survey on Density

- Open 04.04 - 04.11
- 29 respondents
- Same outreach and questions utilized for Open House
- Possible fatigue on this topic

# Key Results From the Open House & Follow Up Survey

## I am satisfied with Current STR Regulations

- Disagree/Strongly Disagree 34%
- Neutral 34%
- Agree/Strongly Agree 31%



## Current rules for short-term rentals



### To obtain a short-term rental unit permit, property owners must:

- Submit an application that includes information about the owner, property manager, bedrooms, informational brochure, and receipt for property taxes.
- Submit a nonrefundable short-term rental unit permit fee.
- Ensure the property passes a building inspection.
- Meet all other requirements for issuance, such as not being delinquent on city taxes or other financial liabilities to the city.



### To keep a short-term rental unit permit, property owners must:

- Report and pay hotel occupancy taxes monthly.
- Pass inspection and renew the permit annually.
- Avoid actions that could lead to revocation, such as providing false information, attempting to transfer the permit, or receiving 2 or more citations in a permit year.
- Designate a property manager who is available and responsive to concerns.
- Inform guests of emergency contacts and city rules about trash, parking, and noise.
- Ensure advertisements include the permit number, state that the property is not a party venue, and do not include a guest occupancy that is higher than the occupancy limit.



### A maximum of 130 STR permits can be active at any given time.

The STR permit application will close when the combined number of permitted STRs and applications received reaches 130.



Let's build these rules into the website with a sign.

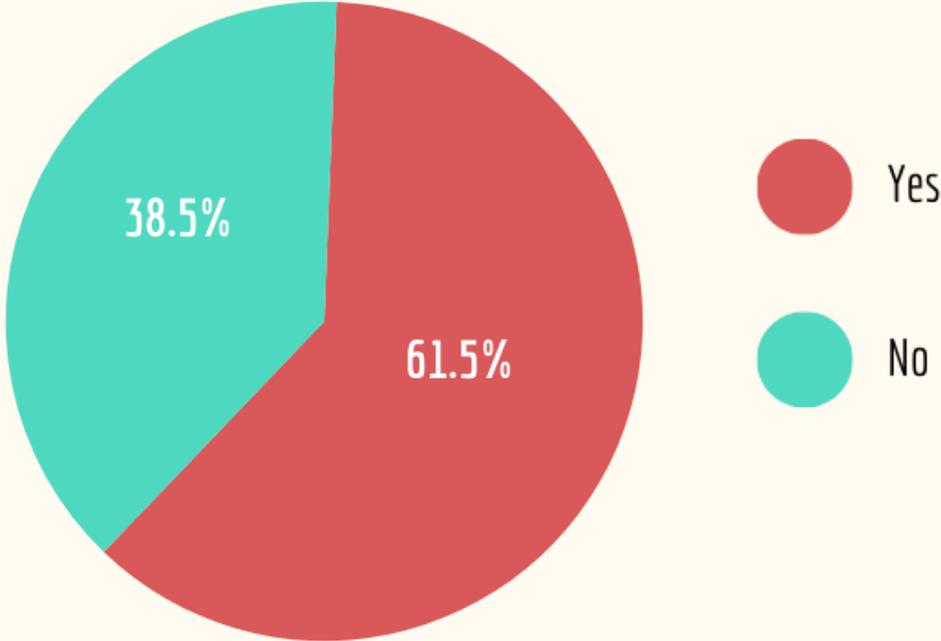
Learn more about STR rules at [cityoflewsville.com/str](http://cityoflewsville.com/str)





# Key Results From the Open House & Follow Up Survey

Should multifamily STRs count toward the limit?



# Key Results From the Open House & Follow Up Survey

Limiting STRs per block face thoughts:

*Don't like this as much.*

*Yes.*

*Too many regulations all ready. Stop telling people what they can or can't do with their own property.*

*It would allow far too many inside residential areas.*

*Blc Lewisville is so centrally located in the DFW area - also close to the airport - I think it makes more sense to utilize a max block face at 12.5-15% across the whole city.*

*Too hard to determine what a block face is. Still allows a lot of STRs close together. But, better than no density regulation.*

If adopted, 1 or 2 STRs per block face were the respondent's preference.

Difficult to calculate potential STRs units but this rule could work in tandem with a distance requirements and may be helpful on particularly long blocks.

## STRs in single-family neighborhoods: Max per block face?

**Block face defined:**

One side of a street located between two intersecting streets, the end of the street, or 90-degree bends in the street.



Cities that limit STRs by block or block face	
City	Max per
Corpus Christi	15% per block face
Eufaula	12.5% or at least one per block
San Antonio	12.5% or at least one per block face
San Marcos	1 per block or 650 linear feet on the same street

**71% agree that Lewisville should set a limit on the percent or number of STRs on a street or block**

### Share your thoughts!

- What do you think about setting a limit per block face?
- If the City does set a limit per block face, what should that limit be?
- If a max per block face requirement is adopted, should the city reconsider the 130 permit cap?
- How many STRs should be on a block face?

# Key Results From the Open House & Follow Up Survey

## Limiting STRs by distance:

*100 feet for fairness to other hosts*

*Again, short term rentals aren't nearly the issue compared to longer term rentals.*

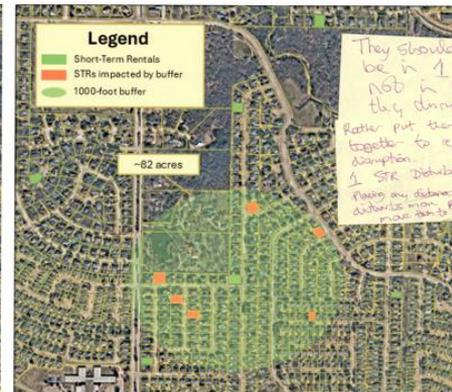
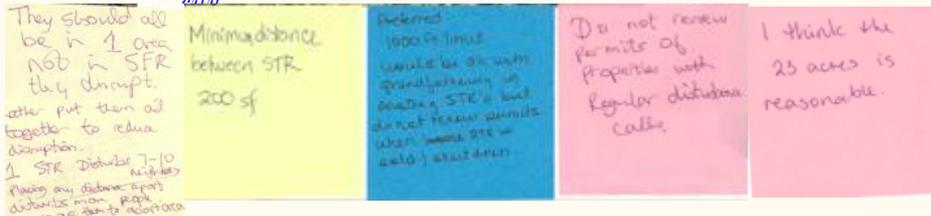
*I don't believe limits should be set*

*Yes; there should be a limit on how close they can be*

*Love this idea at 500-1,000 feet from property line to property lines. Easy to measure. Keeps STRs from congregating in one area.*

*I don't think a distance buffer has any impact on the goal that are trying to be achieved by the city*

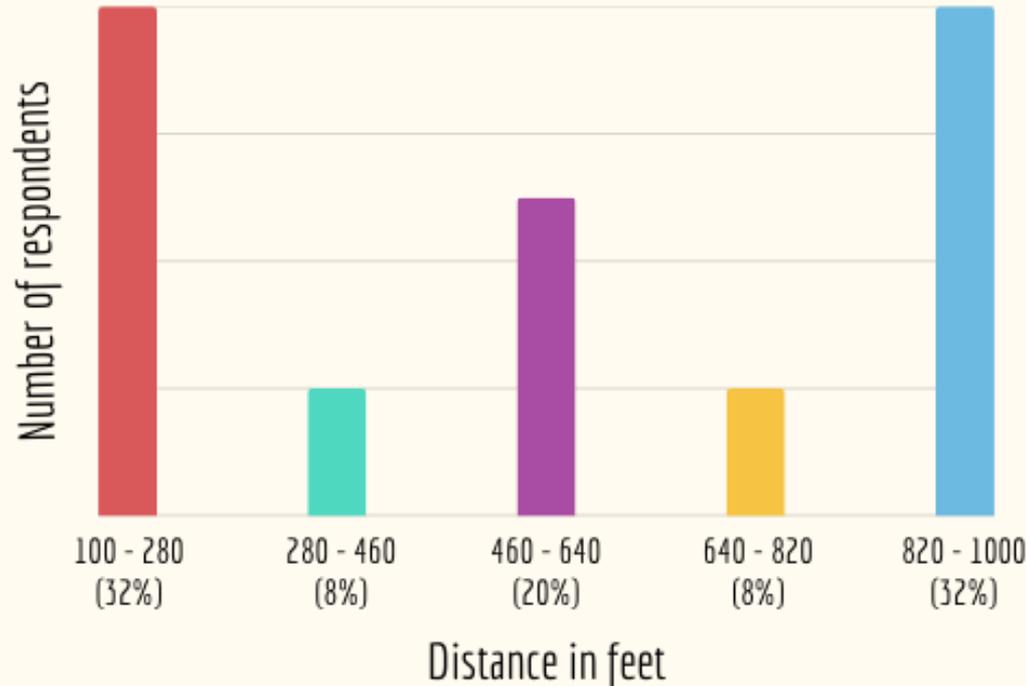
*A distance bigger would be a good way to keep STR's to a manageable number.*



Generally, more support for distance requirements rather than block face limitations

# Key Results From the Open House & Follow Up Survey

If the City does set a distance requirement between short-term rentals, what should it be?

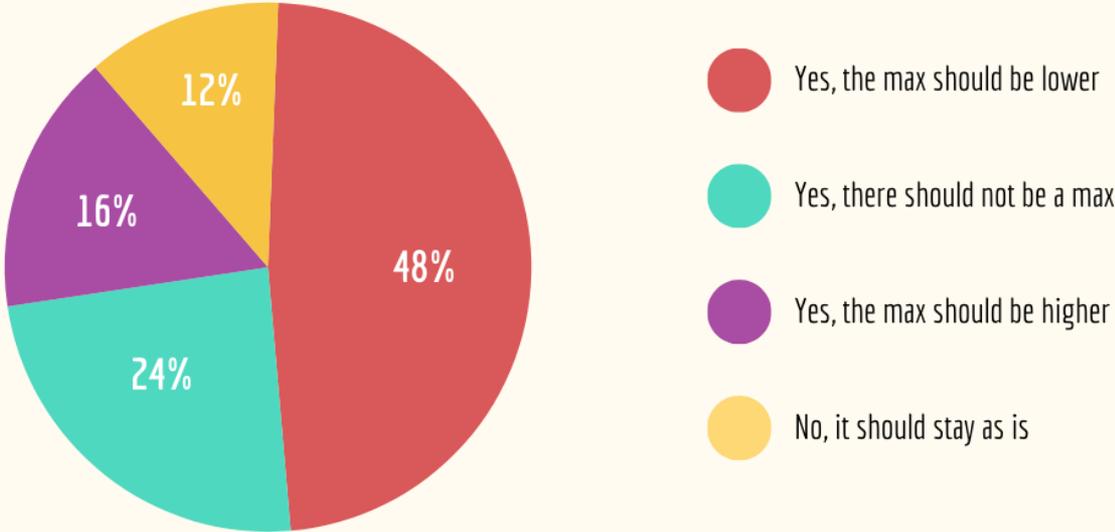


500 feet would result in a possibility of X STRs

1,000 feet would result in a possibility of X STRs

# Key Results From the Open House & Follow Up Survey

Should the City reconsider the 130 permit limit if a distance requirement is set?



# How does this compare to Texas cities with density requirements and to our survey cities?

Two cities use both minimum distance and a maximum per block or blockface:

- San Marcos
- Boerne
- None of Lewisville's survey cities included linear distance and blockface density requirements together. Denton requires a 100 ft from the property boundary

Cities that limit STRs in multi-family units

- Austin 3% limit
- Rockwall 5% limit
- San Antonio and Euless 12.5% limit

Survey Cities

- Dallas, Grapevine 3%
- Plano 5%
- Denton 10%

# Updates to the UDC

- Remove interim prohibition language

If Council desires:

- Add definitions for STR and multi-family complex
- Add density requirements in the certain distance requirements section
- STRs that already have an active permit will be allowed to continue operating without meeting distance requirements.

# Updates to Lewisville Code of Ordinances

## Chapter 4 Division 4. Short-Term Rental Units

- Clarify maximum occupancy requirements - exclude dining rooms, living rooms, and offices from occupancy count

If Council desires:

- Density requirements must be met to issue a permit
- Clarify reasons for denial of STR permit
- Remove or change the limit on active STR permits

# Council Discussion Points

1. Block face limitations
  - a. *A max of 1 per block face or other preference*
2. Distance between STRs requirement
  - a. *500 feet minimum or other preference*
3. Multifamily unit limitations
  - a. *5% of units maximum or other preference*
4. 130 unit limit
  - a. *Keep limit the same or modify*
5. Multifamily STR limit
  - a. *Count towards the total unit limit or have their own total unit limit*

# Next Steps

1. **May** - Work with legal on draft ordinance
2. **June 17** - Planning and Zoning Commission Meeting - Public Hearing and Recommendation
3. **July 21** - City Council Meeting - Public Hearing and Decision
4. **July-August** - Go-live date on new portal

Questions?