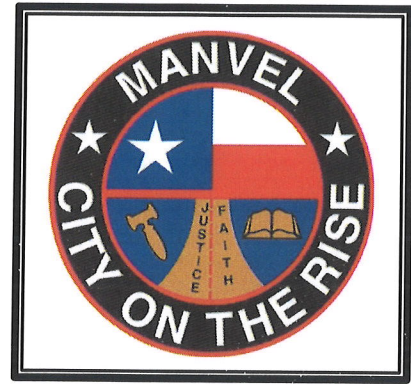


THE STATE OF TEXAS §
COUNTY OF BRAZORIA §
CITY OF MANVEL §



**NOTICE OF A MEETING
MANVEL PARKS AND RECREATION BOARD
March 27, 2025**

**NOTICE IS HEREBY GIVEN
6:00 P.M.**

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meetings Act, notice is hereby given that the Manvel Parks and Recreation Board will convene a regular meeting at the Manvel City Hall, located at **20031 Hwy 6, Manvel Tx 77578** for the purpose of discussing and if appropriate, take action with respect to the following items:

NOTE: The Parks and Recreation Board of the City of Manvel reserves the right to discuss any items in Closed Session whenever authorized under the Texas Open Meetings Act, Chapter 551, of the Texas Government Code. They may discuss the items on this agenda in any order.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpreter services must be made 48 hours prior to this meeting. Please contact the City Secretary at 281-489-0630 for further information.

CITY OF MANVEL MISSION STATEMENT

The City of Manvel is a safe and responsible community, embracing the values of our past, present, and future citizens.

Regular Session

Call To Order

- Place 1 Linda Dune 06/2026
- Place 2 Samuel Miller 06/2026 (Chairman)
- Place 3 Paul Sofka 06/2026
- Place 4 Larry Akery 06/2026
- Place 5 Byron Sarmiento 06/2026
- Place 6 Mary Ann Atkinson 06/2026
- Place 7 Ellen Naegeli 06/2026 (Vice-Chairman)

- Ex-Officio Keith Bonner 06/2026
- Alternate Vacant 06/2026
- Alternate Luis Leija 06/2026

Pledge

Pledge of Allegiance and Texas Pledge: "Honor the Texas flag; I pledge allegiance to thee Texas, one state under God, one and indivisible.

Public Comments: "Comment Card" Required

Members of the public with business before the board, NOT scheduled on the agenda as a public hearing (that have submitted a public comment card) may have three (3) minutes to address the board. o The board may not participate in any discussion and cannot vote on the subject you present unless it is listed on the agenda as an action item.

Regular Agenda

- A. Consideration and possible action on City Hall Park Facilities.
- B. Consideration and possible action to forward recommendation to City Council on the proposed Delores Martin Park Facilities Plan.
- C. Consideration and possible action to provide input to staff and to provide a positive recommendation of approval for the amendment of Tree Preservation and Development Landscaping related requirements of the Zoning Ordinance.

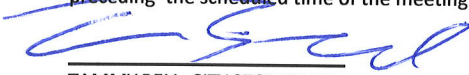
Consent Agenda

- A. Discussion and possible action to approve the meeting minutes to date.

Adjourn

CERTIFICATION

I, Tammy Bell, City Secretary for the City of Manvel, do hereby certify that the foregoing Agenda of the City of Manvel is true and correct; and that I posted such notice on the bulletin board at the Manvel City Hall. A place convenient and readily accessible to the public on March 21, 2025 in accordance with the Texas Open Meetings Act (Tex. Gov't. Code §551.001 et.seq). Said notice remained posted for at least 72 hours preceding the scheduled time of the meeting.



TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS

An aerial photograph of a park area. The foreground is dominated by a dense field of tall grasses or reeds. In the upper right, there is a large, light-colored building with a flat roof, possibly a school or community center. A paved path or road winds through the area. The overall scene is captured in a high-angle, black and white style.

MANVEL CITY PARK

Site Amenities Options

Prepared for:
City of Manvel, Texas



February 27, 2025

An aerial, grayscale photograph of a park. In the upper right, a building with a flat roof is visible, surrounded by trees and a path. The rest of the image shows a dense forest of trees.

PARK PROGRAM

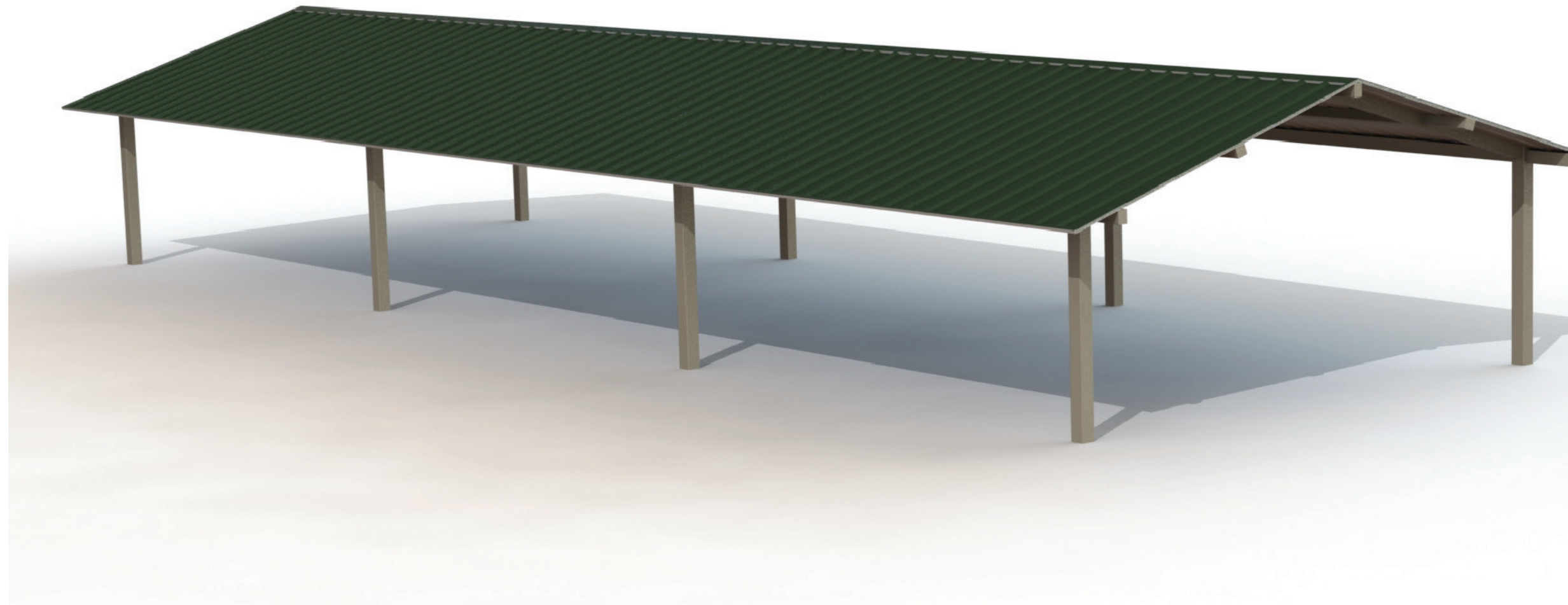
- PAVILION
- GAZEBO
- RESTROOM BUILDING
- PLAYGROUND
- DOG PARK





MANUFACTURER: POLIGON

Model: REK- Gable Roof Rectangle
Size: 25' x 55'
Material: Metal frame with 6" square posts and R-panel roof
Warranty: 10-Year Pro Rated warranty
Cost: \$160,000 (installed)



MANUFACTURER: CLASSIC RECREATION SYSTEMS

- Model:** REK- Gable Roof Rectangle
Size: 25' x 55'
Material: Metal frame with 8" square posts, wood underdeck, Asphalt shingles
Warranty: 10-Year Pro Rated warranty
Cost: \$250,000 (installed)



MANUFACTURER: CLASSIC RECREATION SYSTEMS

Model: Orlando Series
Size: 25' x 55'
Material: Metal frame 8" Square posts and R-Panel Roof
Warranty: 10-Year Pro Rated warranty
Cost: \$150,000 (installed)





MANUFACTURER: AMERICAN LANDSCAPE STRUCTURES

Name: Octagon Vinyl Clad Gazebo

Size: 25' x 25'

Material: Vinyl

Warranties: Limited Warranty

Cost: \$90,000 (installed)

Website: www.americanlandscapestructures.com



MANUFACTURER: CUSTOM

Name: Custom

Size: 20' x 20'

Material: Wood

Warranties: Limited Warranty

Cost: \$30,000 (installed)

Website: www.americanlandscapestructures.com



MANUFACTURE: CLASSIC RECREATION SYSTEMS

Name: Dallas Hexogon Gazebo

Size: 20' x 20'

Material: Metal with R-Panel

Warranties: Limited Warranty

Cost: \$80,000 (installed)

Website: www.classicrecreation.com



2-5 Playground

MANUFACTURER: Landscape Structures

Name: Nature Inspired Play

Size: 5-12 Area: 62' x 41'

2-5 Area: 36' x 33'

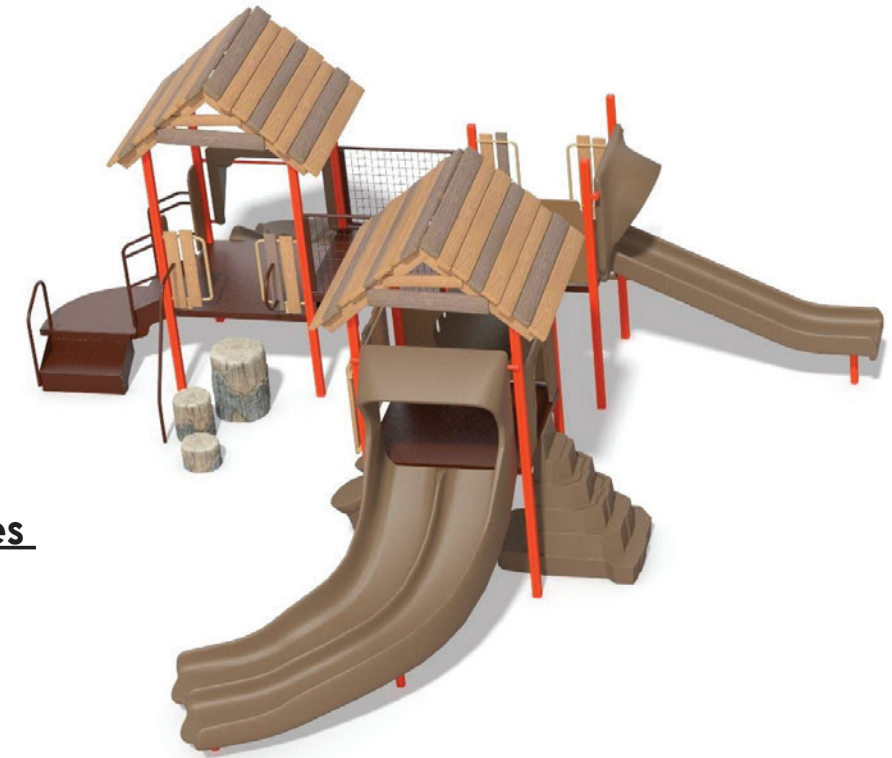
Number of kids: 5-12: 20-35

2-5: 15-20

Warranties: 3-15 year warranties

Cost: 5-12: \$215,000 (installed)

2-5: \$65,000 (installed)



5-12 Playground





2-5 Playground



5-12 Playground



MANUFACTURER: Landscape Structures

Name: Theme Inspired

Size: 5-12 Area: 54' x 51'

2-5 Area: 26' x 34'

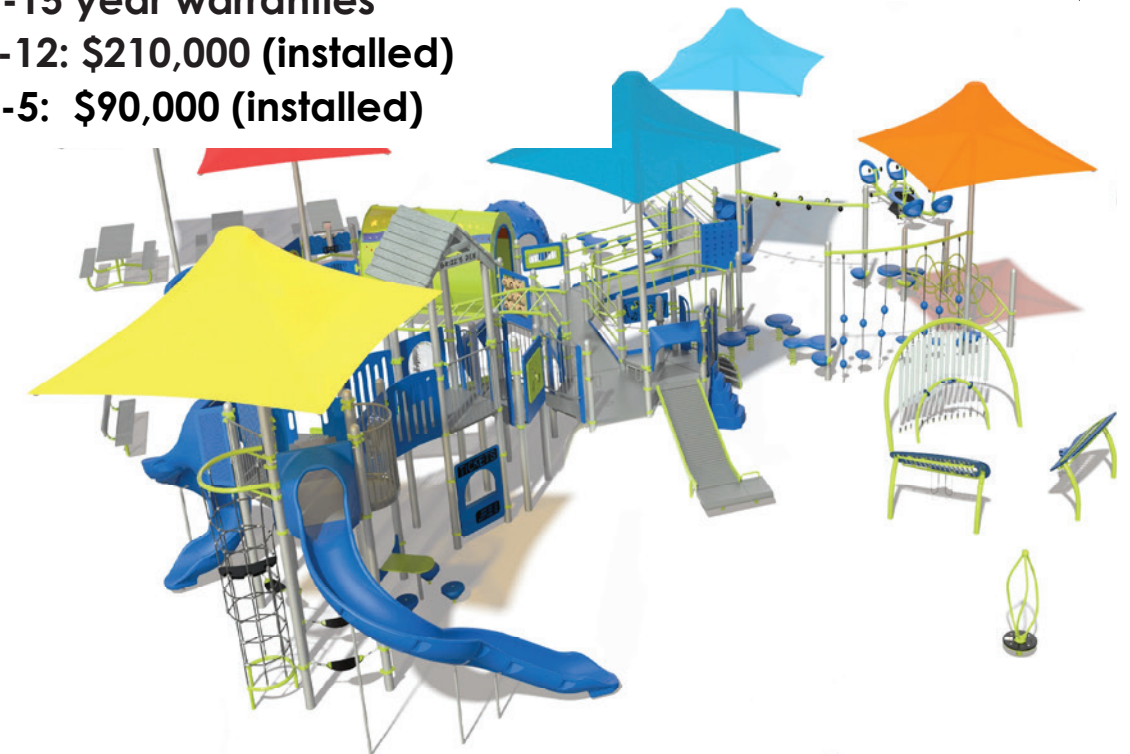
Number of kids: 5-12: 20-35

2-5: 15-20

Warranties: 3-15 year warranties

Cost: 5-12: \$210,000 (installed)

2-5: \$90,000 (installed)





2-5 Playground



5-12 Playground



MANUFACTURER: Burke

Name: Synergy w/ 360

Size: 5-12 Area: 36' x 47'

2-5 Area: 40' x 30'

Number of kids: 5-12: 25-30

2-5: 15-20

Warranties: 1-25 year warranties

Cost: 5-12: \$188,000 (installed)

2-5: \$35,000 (installed)





2-5 Playground



MANUFACTURE: Gametime

Name: Modern City

Size: 5-12 Area: 49' x 37'

2-5 Area: 30' x 36'

Number of kids: 5-12: 25-30

2-5: 10-25

Warranties: 1-20 year warranties

Cost: 5-12: \$140,000 (installed)

2-5: \$40,000 (installed)



5-12 Playground





Option 1

Landscape Structures

Name: Lunar Burst
Size: 54' x 51'
Warranty: 3-15 year warranties
Cost: \$50,000



Option 2

Gametime

Name: Modern City M
Size: 54' x 51'
Warranty: 1-20 year warranties
Cost: \$51,000



Option 3

Berliner

Name: IKO L
Size: 31' x 29'
Warranty: 3-15 year warranties
Cost: \$28,000



Option 4

Landscape Structures

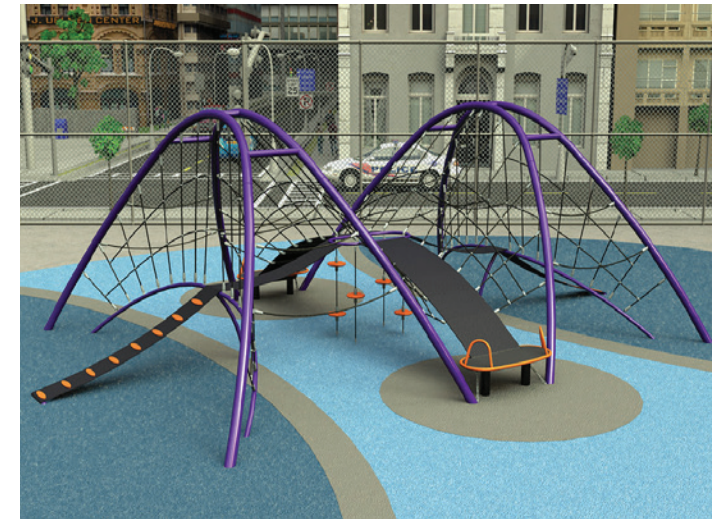
Name: Eclipse
Size: 54' x 51'
Warranty: 3-15 year warranties
Cost: \$50,000



Option 5

Gametime

Name: GT Wave
Size: 43' x 35'
Warranty: 1-25 Warranty
Cost: \$77,500



Option 6

Burke Play Structures

Name: Level X
Size: 37' x 49'
Warranty: 1-25 year warranties
Cost: \$66,000



GATED ENTRY FOR LARGE AND SMALL DOGS



OPTIONAL DOG INTERACTIVE FEATURES

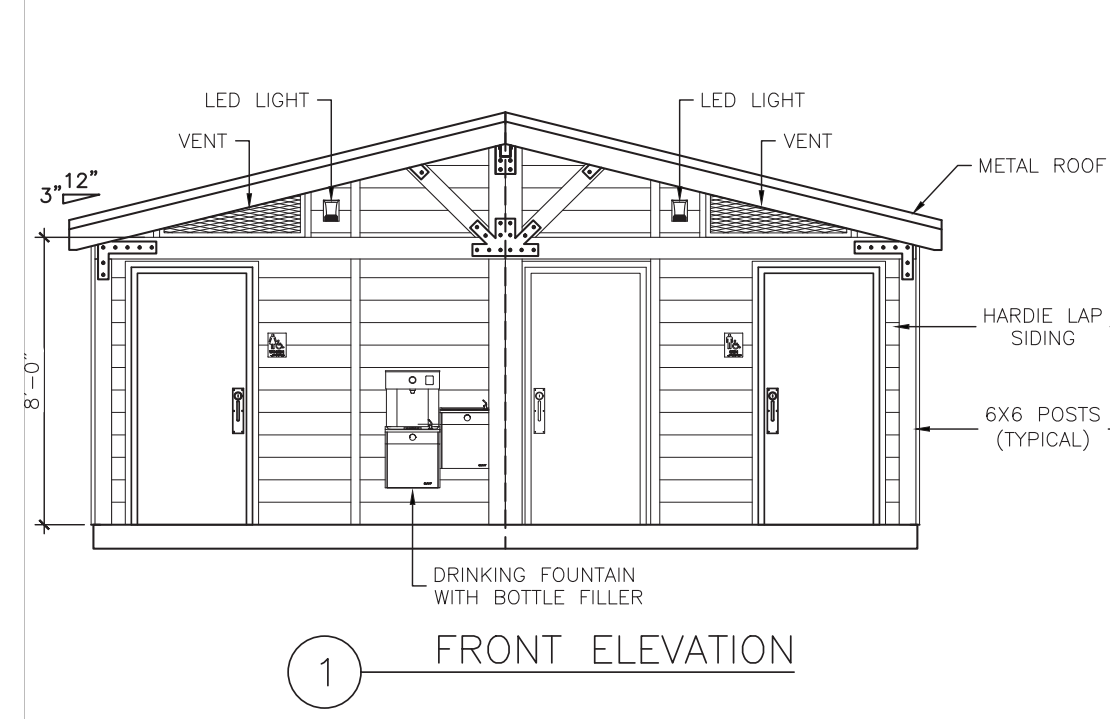
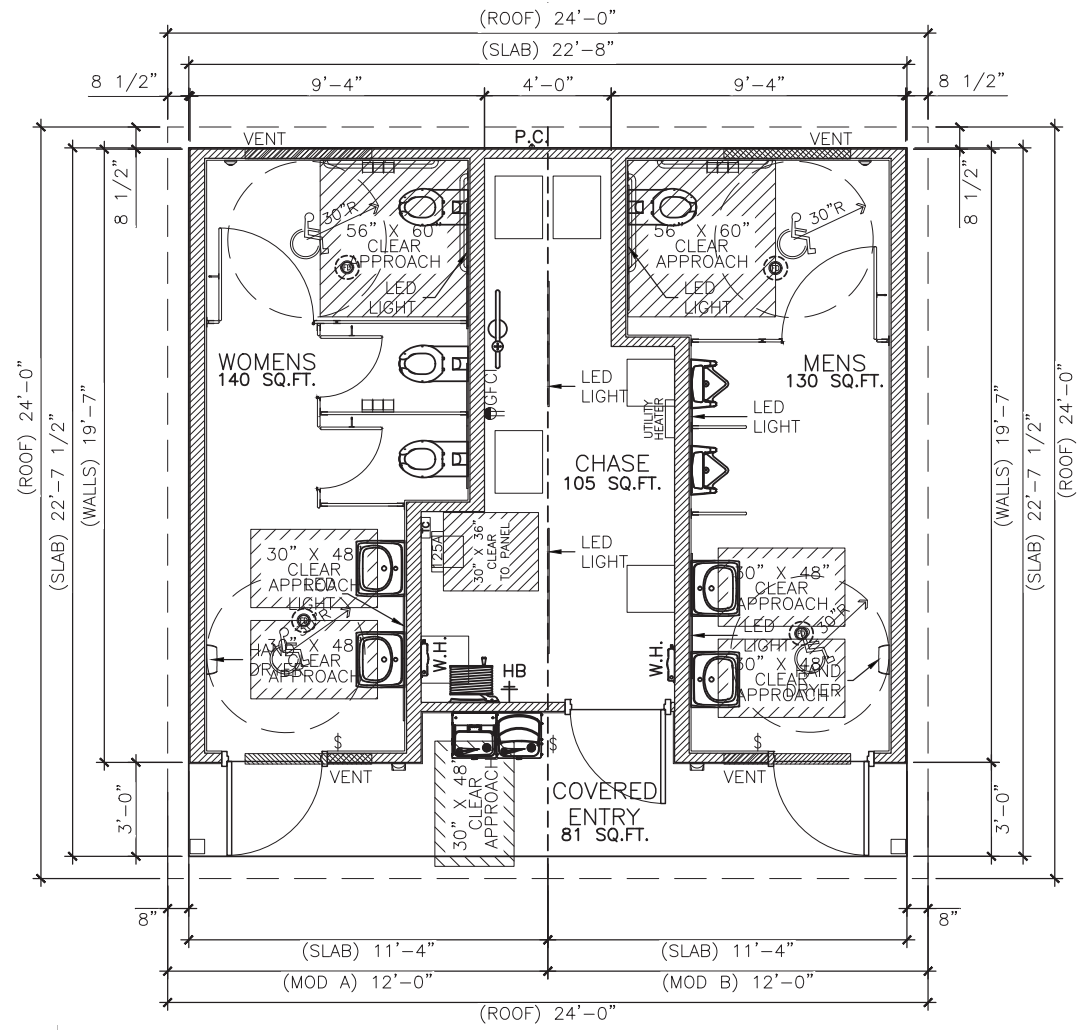


DRINKING FOUNTAINS (Humans and Dogs)



DOG WASTE STATION





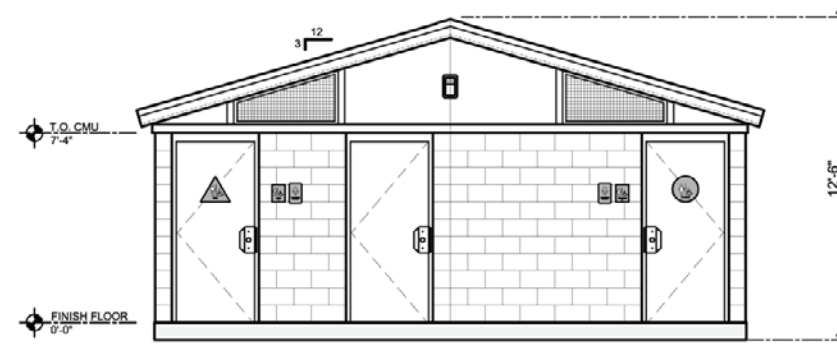
CorWorth Restroom Facilities

Name: W202CEDF
Size: 21' x 13'
Warranty: 5 Year
Cost: \$344,000 (installed)



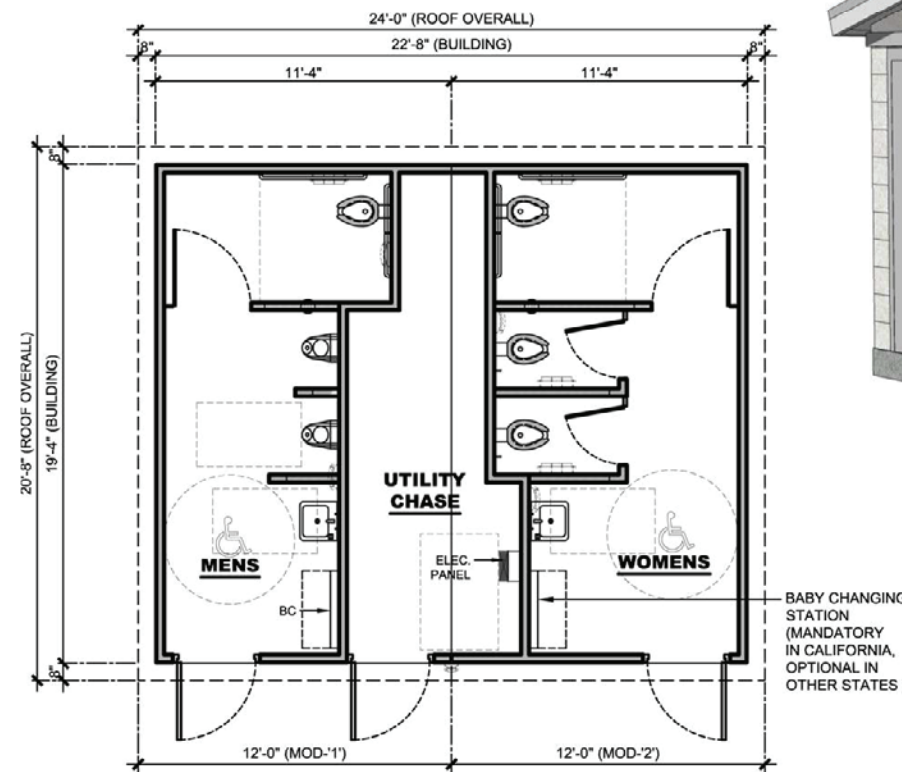


Public Restroom Company
Name: SS-242
Size: 20' x 28'
Warranty: 20 Year Structural
Cost: \$400,000 (installed)



ELEVATION

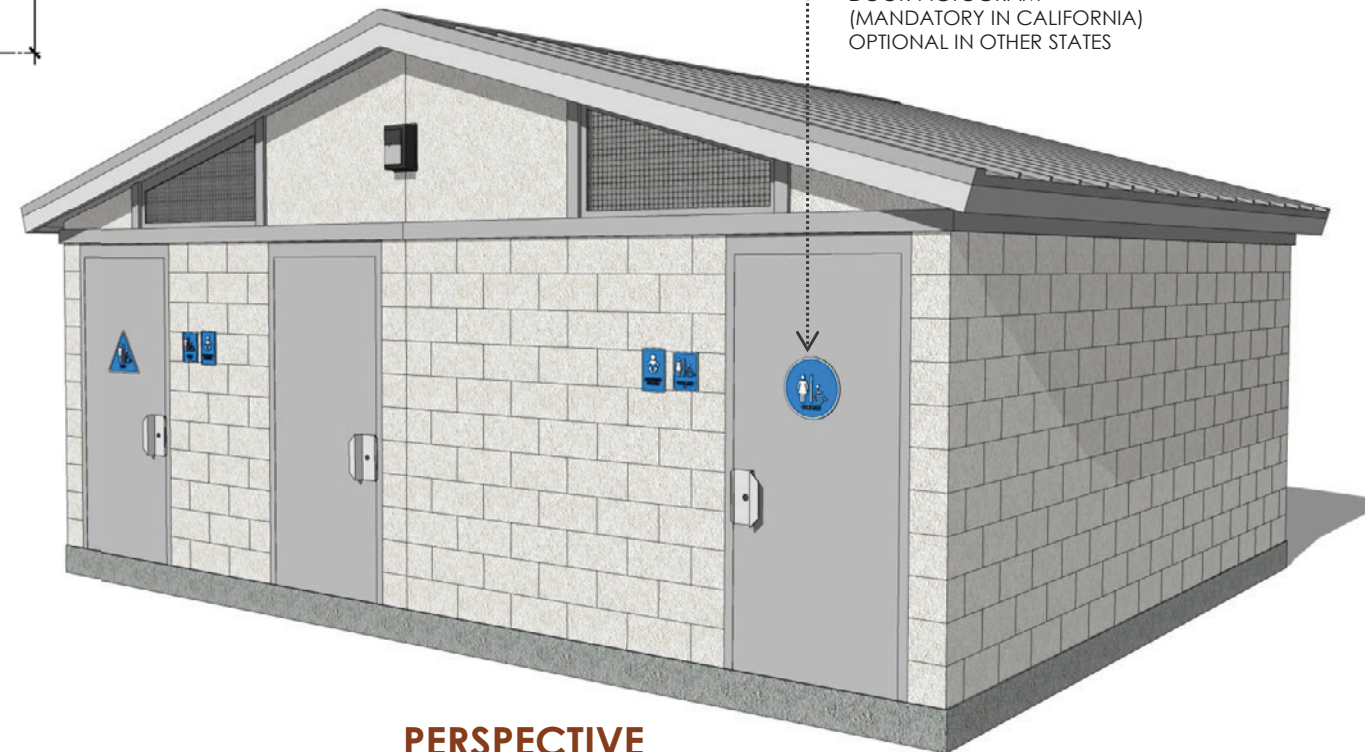
SCALE: 1/8"=1'0"



FLOOR PLAN

SCALE: 1/8"=1'0"

NOTE: STAINLESS FIXTURES



NOTE:
 DOOR PICTOGRAM
 (MANDATORY IN CALIFORNIA)
 OPTIONAL IN OTHER STATES

PERSPECTIVE
 (FINISHES SUBJECT TO CHANGE)

RESTROOM BUILDING
SS-242
 STADIUM SERIES

270 USERS/HR.



www.PublicRestroomCompany.com

2587 BUSINESS PARKWAY
 MINDEN NEVADA 89423
 P: 888-888-2060 F: 888-888-1448

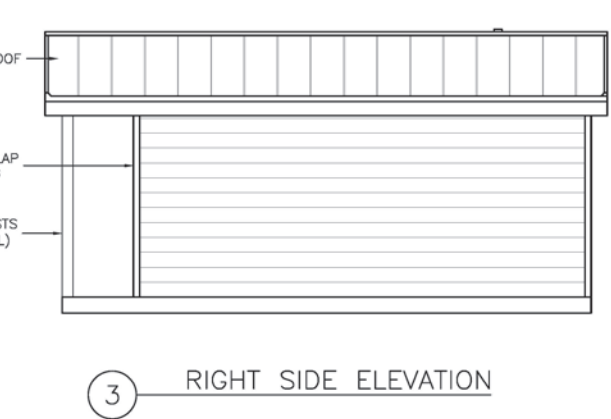
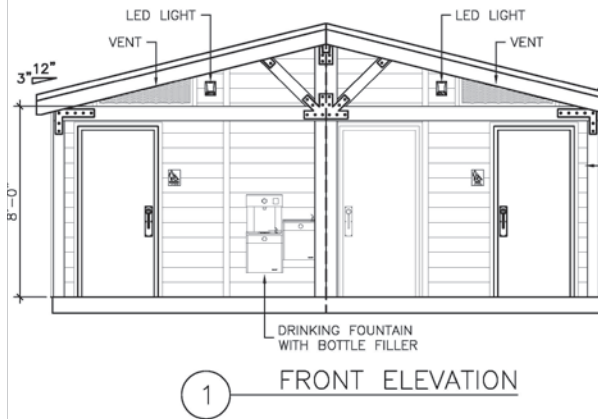
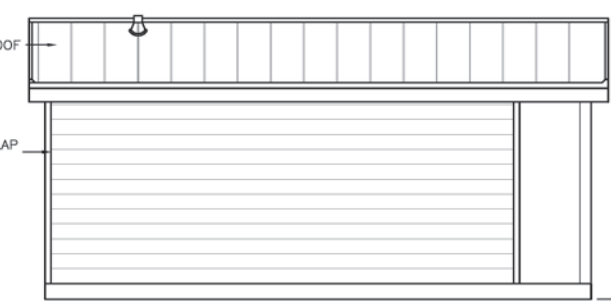
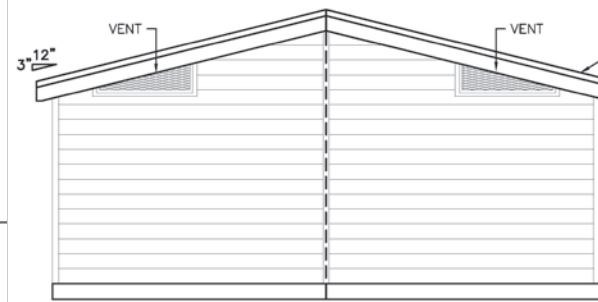
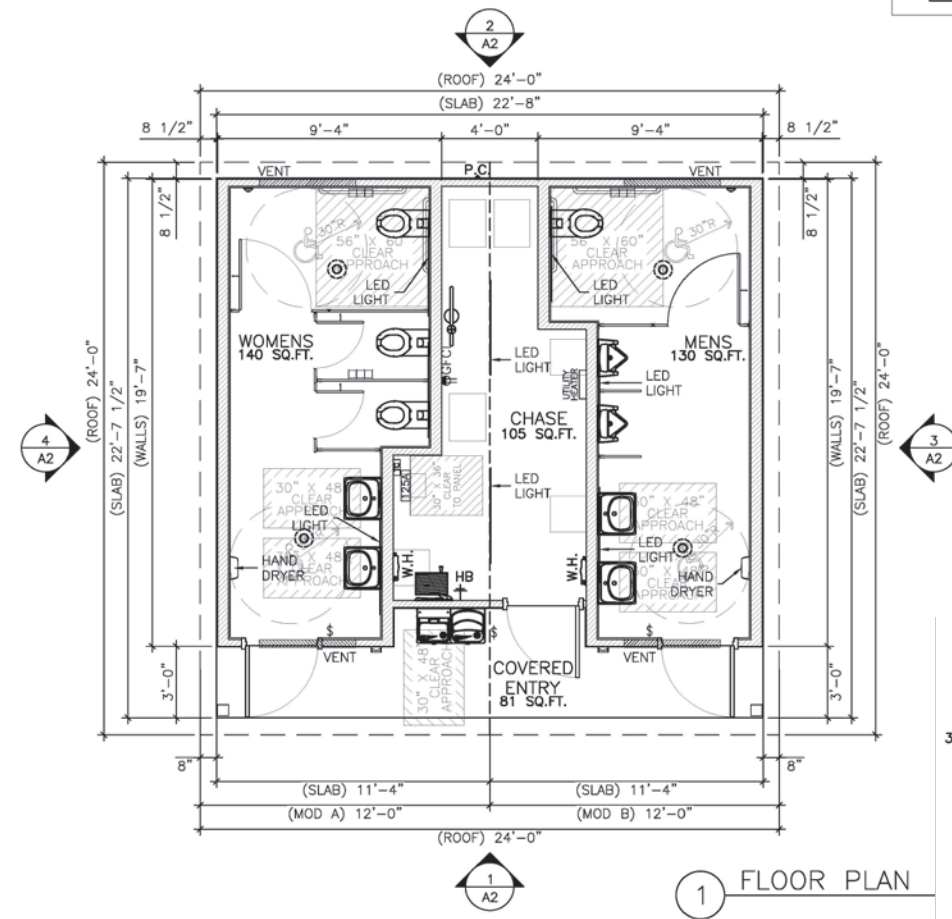
BUYBOARD 2019

ARTIST IMPRESSION: 3D RENDERING ONLY FOR REPRESENTATION. COLORS AND MATERIALS ARE SUBJECT TO CHANGE
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 REPRODUCED, USED OR DISCLOSED TO OTHERS EXCEPT AS AUTHORIZED BY THE WRITTEN PERMISSION OF PUBLIC RESTROOM COMPANY.



CorWorth Restroom Facilities

Name: W424CEDF
Size: 24' x 24'
Warranty: 5 Year
Cost: \$425,000 (installed)



CLIENT'S SCOPE OF WORK
TURNKEY INSTALLATION OF RESTROOM BUILDING WITH ATTACHED SLAB

1. SURVEY STAKES:

Provide ten foot offset stakes and locate front corners of building, existing utilities, and inverts within the area of construction. Locate and mark final slab elevation.

2. SUBGRADE PAD:

Detailed instructions to prepare the building site are as follows:

- 2.1. Excavate down ten inches below the finish floor elevation (the slab is eight inches thick on top of a two inch sand bed).
- 2.2. Import six inches of $\frac{3}{4}$ - road base rock, and pour for a footing and/or piers (if required).
- 2.3. Compact to 95%, or to local code requirement. If RFL installer questions 95% compaction Client will be required to sign off on approval of setting of the building.
- 2.4. Compact one foot over in all directions (over build).
- 2.5. Supply approximately five cubic yards of clean sand, on side of site, for fine grading.
- 2.6. Excavate and backfill trenches up to and within building pad for RFL supplied underground utility service kits.
- 2.7. Provide water and inspection for RFL supplied underground sewer kit.
- 2.8. All irrigation should be turned off prior to delivery to allow the surrounding soils to dry and bear the weight of the truck and crane. Any damage to area after verification of path in is the responsibility of the Client.
- 2.9. Check corner locations against plans for proper sizing.
- 2.10. Verify finish floor elevation for concrete slab (shipped fully attached to the building.)
- 2.11. Excavate one foot perimeter footing if required by local code to specified depth.
- 2.12. Verify that pad is level and flat and at correct elevation.

3. SITE ACCESS AND STORAGE:

Provide suitable safe clear access to allow a crane (minimum 110 tons), and the building on a semi-trailer (up to 40 tons) to reach site (14' width, 70' length, and 14' in height). If path to site is over existing utilities, sidewalks, or other damageable areas, proper marking, plating or other appropriate protection must be provided by and paid for by CLIENT. CLIENT is responsible for removing any overhead obstructions (i.e. power lines, trees). CLIENT is responsible for scheduling and paying for the de-energizing of any power lines, if power lines are not de-energized in a timely manner any additional truck and / or crane cost will be the responsibility of the Client. Upon agreed delivery schedule client will be responsible for

additional crane and trucking charges if any delays are incurred due to weather, lack of inspections, lack of pad being prepared, or any other cause for delay.. This proposal provides for a 110 ton crane with access to within 25' of the building pad. The proposal is based on four (4) hours of crane time. If access is limited a larger crane may be required. All additional crane costs shall be borne by the CLIENT. A direct route to the project site is assumed. Should routes be altered due to road closures or restrictions, additional fees may apply.

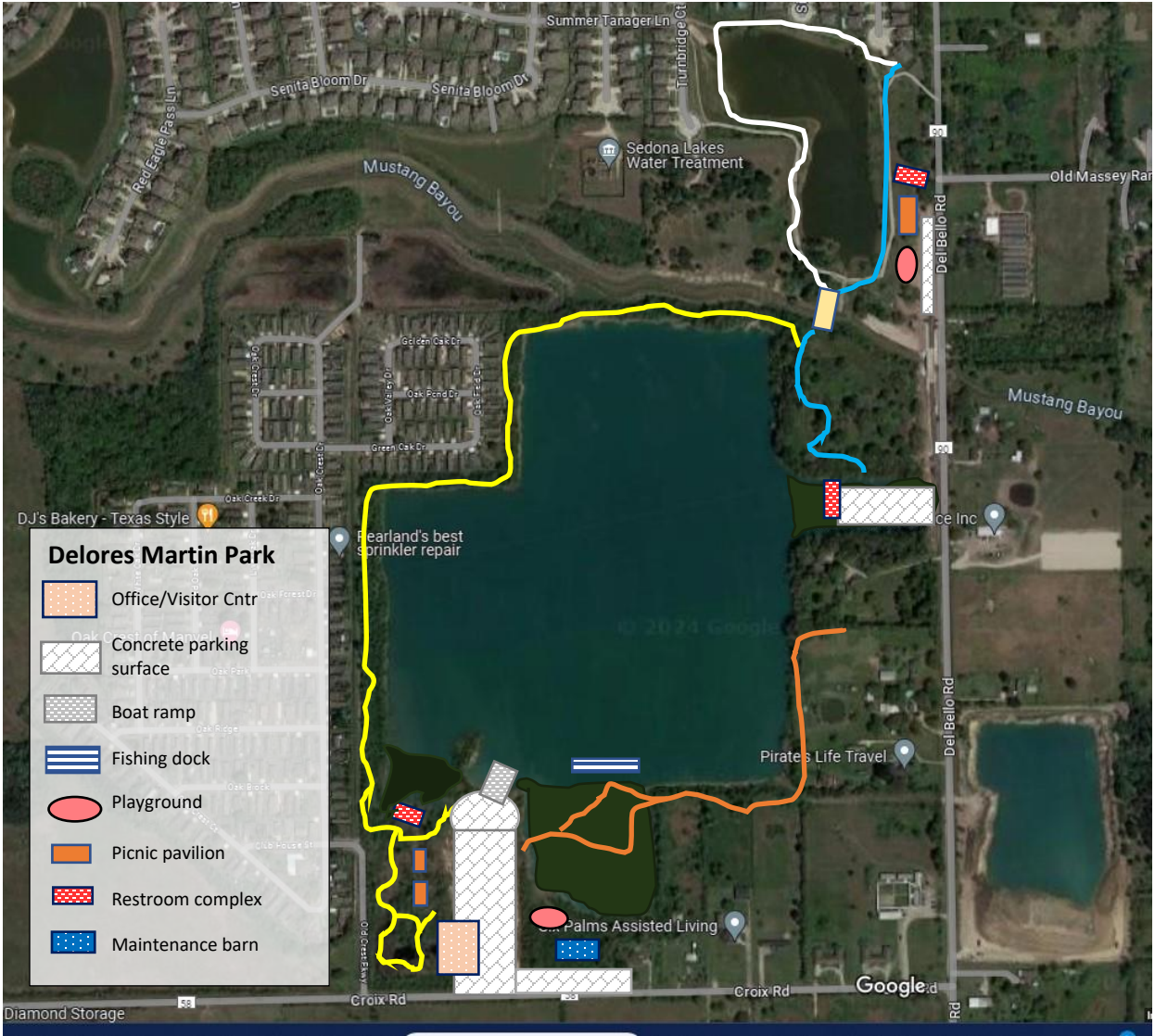
4. UTILITIES:

Bring water, sewer, and power (if applicable) utilities into point of connection Christy boxes (supplied by RFL), within six feet of the building line at the location shown on our plan.

- 4.1. Water: RFL will furnish a water point of connection (isolation valve), from mechanical chase to a Christy box six feet from the building line. CLIENT must have a licensed plumber install and connect service to valve.
- 4.2. Sewer: RFL will furnish a sewer point of connection from mechanical chase to a Christy box six feet from the building line. CLIENT must have a licensed plumber install and connect service. Depth of sewer line (below finished floor elevation) will be approximately 30" at bottom of sewer line at a distance of 6' from building. It is the responsibility of the Client to meet up with RFL's supplied sewer line at this depth. Client will be responsible for hiring of licensed plumber to acquire appropriate plumbing permit, to install prefabricated underground plumbing kit into pre dug trench, and to make connections between underground stubups and internal building plumbing located in plumbing chase within the building. RFL installer will be on site to answer any questions or give direction as to proper installation of said plumbing kit as requested by licensed plumber or client.
- 4.3. Electrical: (when this option is chosen) RFL will furnish and install a PVC conduit and a Christy box to the point of connection six feet from the building line. CLIENT to pull the electrical service line through the conduit and connect to the main panel lugs inside the building. All electrical inside the building will be furnished and installed by RFL, except as noted above in exclusions.
- 4.4. If the utilities are not available and connected to building when we depart the site, an additional charge will be billed to the CLIENT in the amount of 1,500 per day to send an installation crew back to site to flush out plumbing lines, pressurize building plumbing, test for leaks, test all other components of the building (plumbing, sewer, electrical), and conduct a final walk through of the building.
- 4.5. A minimum 1½" line with 50 gpm at 60 psi pressure minimum is required to ensure that water closets will operate as designed. If this is not available an auxiliary holding tank may be required.

Delores Martin Park Facilities Plan

Facility	qty	size	Unit Cost	Est Total Cost	Grant
Office and Visitor Center	1	12,000 sq ft	\$84	\$1,008,000	Partial
Furniture for Office/Center				\$25,000	No
Parking surfaces	2	40,000 sq ft	market	\$350,000	Partial
Boat Ramp	1	2-lane		\$400,000	Yes
Fishing Dock	1	40 ft x 15 ft		\$250,000	Yes
Restroom Complex	3	3 stall, sink	\$200,000	\$600,000	Partial
Playgrounds	2		\$120,000	\$240,000	No
Fibar/Mulch		5 loads	\$10,000	\$10,000	No
Picnic Pavilions	3	50 ft, installed	\$100,000	\$300,000	Yes
Maintenance Storage Barn	1	6,000 sq ft	\$58 sq ft	\$350,000	No
Footbridge	1	100 ft x 15 ft		\$300,000	Partial
Design / Engineering/Drawings for Office, Barn, footbridge and trails	1			\$150,000	Partial
Grant Admin/Construction Oversight	1				
Hike and Bike Trail surfaces	1	2.3 miles		\$300,000	Yes
Park benches, picnic tables, BBQ grills, bike racks				\$25,000	No
Lighting	10	various	various	\$50,000	No
Parking barriers, bollards	300			\$50,000	No
Rip rap, shoreline stabilization and erosion protection	2,000	cubic yards	250	\$500,000	Partial
Water, electric utilities				\$100,000	No
Landscaping				\$25,000	No
Contingency	25%			\$993,750	
<i>Subtotal</i>				\$6,026,750	
Equipment					
Tractor	1	50 hp	\$65,000	\$65,000	No
Shredder	1	10 foot	\$20,000	\$20,000	No
Zero Turn Mower	2	commercial	\$24,000	\$24,000	No
weed eaters	4		\$250	\$1,000	No
Air compressor	1	commercial	\$2,500	\$2,500	No
tools	varied			\$2,000	No
Park vehicle	1	RAM 1500, 4x4	\$45,000	\$45,000	No
<i>Subtotal</i>				\$159,500	
Grand Total				\$6,186,250	



DELORES MARTIN PARK

Estimated Project Cost: \$3M
(Adjusted for 2025)

Additional Considerations:
Pedestrian Bridge



Estimated Annual Maintenance and Operation Costs (both properties):
Mowing - \$20,000/yr
Landscape and Irrigation - \$1,000/yr
Restrooms, Trash- \$5,000/yr
Total Annual Maintenance Costs - \$26,000

Concept drawing of improvements to the recently acquired Almost Heaven Park and Sand Quarry properties. These projects could be developed independently, or as a single effort. Also for consideration is the need for a pedestrian bridge connecting the two parcels, and additional parking may be needed for the Almost Heaven Park property.

Delores Martin Park

The former site of the Almost Heaven RV Resort has been conveyed as park property to the City of Manvel. This addition to the park system offers amenities to provide for recreation for residents in the new neighborhoods being constructed nearby. The property has a large, beautiful lake that is a true asset to the parks system.

Sand Quarry

Adjacent property on the south side of Mustang Bayou has also been acquired by the City. The property is the site of a former sand quarry and is in the process of being converted from its former use and is being filled with rainwater and natural spring water from below. The site will have a large lake that comprises the majority of the land.

An additional 107 combined acres will be available for recreation with the development of the Almost Heaven site and the adjacent sand quarry site. A pedestrian bridge would be necessary to link the two properties together.



City of Manvel - Almost Heaven Park 2016 Estimate

Qty.	Unit	Description	Unit Cost	Subtotal
18,200	sf	Parking Lot	\$7.00	\$127,400
3,500	lf	Decomposed Granite Trails	\$20.00	\$70,000
1	Allow	Landscape Improvements	\$25,000	\$25,000
1	Allow	Site Furniture	\$15,000	\$15,000
1	Allow	Site Lighting	\$30,000	\$30,000
1	Allow	Utilities Extension	\$10,000	\$10,000
Subtotal				\$277,400
5% Contingency				\$13,870
Subtotal				\$291,270
15% GC markup				\$43,691
Total Construction Cost				\$334,961
8% Professional Design and Management Fee				\$26,797
PROBABLE COST				\$430,000

Estimate

City of Manvel - Sand Quarry Park 2017 Estimate

Qty.	Unit	Description	Unit Cost	Subtotal
1	Allow	Restrooms	\$360,000	\$360,000
2	Allow	Group Picnic Pavilion	\$120,000	\$240,000
6	Allow	Picnic Pavilion	\$12,000	\$72,000
18,200	sf	Parking Lot	\$7.00	\$127,400
8,900	lf	Decomposed Granite Trails	\$20.00	\$178,000
3,500	sf	Concrete Walks	\$5.00	\$17,500
1	Allow	Playgrounds	\$150,000	\$150,000
2	Allow	Sand Volleyball	\$8,000	\$16,000
1	Allow	Landscape Improvements	\$25,000	\$25,000
1	Allow	Site Furniture	\$40,000	\$40,000
1	Allow	Site Lighting	\$30,000	\$30,000
1	Allow	Utilities Extension	\$10,000	\$10,000
Subtotal				\$1,265,900
5% Contingency				\$63,295
Subtotal				\$1,329,195
15% GC markup				\$199,379
Total Construction Cost				\$1,528,574
8% Professional Design and Management Fee				\$122,286
PROBABLE COST				\$1,980,000

Estimate



MANVEL PARKS BOARD DATA SHEET

MEETING DATE: March 27, 2025

TOPIC: Consideration and possible action to provide input to staff and to provide a positive recommendation of approval for the amendment of Tree Preservation and Development Landscaping related requirements of the Zoning Ordinance.

BACKGROUND:

- City Council has directed staff to work on Tree Preservation requirements for the City of Manvel.
- Currently, the city does not have a strong Tree Preservation ordinance.
- Currently, tree preservation and landscaping related standards are included in the City's Zoning Ordinance.
- Staff is seeking input from Parks Board to ensure that an effective set of tree preservation requirements are presented to the Planning, Development, and Zoning commission and the City Council for adoption.
- Staff is also proposing few changes to the existing development landscaping standards and requirements.

STAFF RECOMMENDATION: Please review the redline version of the ordinance attached and provide input to staff to finalize a proposed text amendment to the ordinance.

ATTACHMENTS: Redline Version of Section 77-3. Definitions and Section 77-44 Trees, landscaping, fencing, and screening

FUNDING ISSUES

- Not applicable
- Not budgeted
- Full amount already budgeted
- Funds to be transferred from Acct.#

<p>SUBMITTING STAFF MEMBER Jose Abraham, Director of Development Services</p>	<p>FINANCE DIRECTOR APPROVAL _____ CITY MANAGER APPROVAL _____</p>
--	--

Sec. 77-3. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. The word "building" shall include the meaning of the word "structure"; the word "lot" shall include the meaning of the word "plot"; and the term "used for" shall include the meaning of the terms "designed for" or "intended for."

Accessory use means a use of a building or land which serves an incidental function to the principal use of a building, structure, or land.

Administratively complete application means any application containing all the required documents listed on any application in the appropriate format, the correct number of copies, paid fees, and any required signatures when submitted to the city, in a final form to be deemed complete for processing.

Adult day care means a group of individuals not necessarily related by blood, marriage, adoption, or guardianship living together in a dwelling unit as a single housekeeping management plan based on an intentionally structured relationship providing organization and stability.

Adult entertainment business shall have the same meaning as "sexually oriented business" as that term is defined in V.T.C.A., Local Government Code § 243.001 et seq., and shall include, but not be limited to, an adult arcade, adult bookstore or adult video store, adult cabaret, adult motel, adult motion picture theater, adult tanning salon, adult theater, escort agency, nude modeling studio, sexual encounter center, or any other commercial enterprise, the primary business of which is the offering of a service or the selling, renting, or exhibiting of devices or any other items intended to provide sexual stimulation or sexual gratification to the customer. Such uses shall be allowed only as specifically authorized under the terms of this article. The determination of what constitutes an adult entertainment business shall be made by the police chief or his designee, and such determination shall be appealable to the zoning board of adjustment.

Alley means minor ways that are used primarily for vehicle service access to the back or the side of properties otherwise abutting a street.

Americans with Disabilities Act means a law enacted in 1990, which is intended to make American society more accessible to persons with disabilities.

Apartments means a structure containing three or more dwelling units with common walls, including units that are located one over the other.

Applicant means any developer that submits an administratively complete application.

Automobile/vehicle sales and rentals means a business which provides for the sale or rental of new or used automobiles and other vehicles, including automobiles, trailers, recreational vehicles, travel trailers, water craft and other similar land or water-form vehicles, but shall not include auto or motor vehicle repair work, except minor reconditioning of automobiles or motor vehicles to be displayed, sold or rented on the premises; provided, however, such term shall not include the sale or rental of salvaged parts, nor shall it include the storage of either new or used automobiles or motor vehicles that are not on display or for sale or rent.

Bar/lounge means a place of business whose revenues from mixed drink liquor service are more than 20 percent and whose revenues from food service are less than 80 percent of the total gross revenues of the establishment.

Building, accessory or structure means a structure detached from a principal building and located on the same lot and incidental and subordinate to the principal building or use.

City means the City of Manvel, Texas.

Community fence means a fence located at the perimeter of a residential neighborhood, visible to the public and maintained by a home owners association or municipal utility district. Residential fences owned and maintained by an individual are not considered community fence.

Council means the city council of the city.

Corner lot side yard setback means the open space extending from the front yard to the rear yard and lying between the side lot line adjacent to the public right of way or easement and the closest point of the building or structure on a lot at the junction of and abutting two or more intersecting streets.

Critical Root Zone means the area around a tree's trunk where the most vital roots are located, generally measured five feet beyond the outer base of the branching system, requiring protection from disturbance during construction or development.

Developer means any person or entity that develops land within the city. This term shall be synonymous with the term "subdivider" in cases where the subdivision of land is involved.

Development plat means a plan for a development project that is not part of and does not require the subdivision of property.

Diameter at Breast Height (DBH) means the diameter of the tree trunk at 4.5 feet above ground.

Family means two or more persons related by blood, marriage, adoption, or guardianship living together as a single housekeeping unit with a single kitchen facility. The term "single kitchen facility" shall not exclude one outdoor kitchen facility per single housekeeping unit with one kitchen.

Fence means a constructed vertical structure, barrier or partition of any material or combination of materials erected to enclose, screen, or separate outdoor areas, and which has no roof or overhead covering. A masonry wall with a foundation serving the purpose of enclosing, screening, or separating outdoor areas is considered a fence.

Front of building means the part of side which contains the principal entrance of the side adjacent to a public roadway.

Game-room means a business or commercial establishment or building or location wherein machines or apparatus may be played or operated by the insertion of a coin or slug and on which games or tests of skill, chance or ability are played, including pinball machines, and any machine initiating games of sport, shooting or guiding objects, or any machine designed for amusement or relaxation, but not including machines for vending food, drink and tobacco products, music playing or recording or apparatus commonly known as kiddie rides.

Garage means an accessory building or a part of a main building comprised of a minimum of 200 square feet, enclosed on all sides, with an overhead door, and capable of enclosing one or more vehicles.

Garage sales, also referred to by such names as "back yard sale," "yard sale," or "porch sale," shall mean a sale or an offer for sale of miscellaneous items to the general public, upon residential property not otherwise being used for commercial purposes (see section 77-33(c)).

Gross square feet means the entire floor area of a building, including uninhabitable space such as bathrooms, closets, halls, and similar areas.

Guest quarters means an attached or detached building or secondary living area of residential use that provides living quarters for guest of the occupants of the principal residence, and:

- (1) Contains no kitchen or cooking facility;
- (2) Is clearly subordinate and incidental to the principal residence on the same building site; and
- (3) Is not rented or leased, whether compensation be direct or indirect.

Home business means a business operation that takes place in a home.

HUD-Code manufactured home means a structure constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width and 40 body feet or more in length, or, when erected on-site is 320 or more square feet and which is built on a permanent chassis and designed to be used as a single-family dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning, and electrical systems.

Legal nonconforming land use means a land use that lawfully existed immediately prior to the effective date of these regulations and not listed as a permitted use in the zoning district in which it is located.

Legal nonconforming structure means a structure that was lawfully existing prior to the effective date of these regulations, but as of the effective date of these regulations, the site of the use, the structure in which the use is situated, does not comply with these regulations.

Lot means a physically undivided tract or parcel of land having frontage on a public or private street, which is, or in the future may be offered for sale, conveyance, transfer or improvement, and which is designated as a separate and distinct tract and identified by numerical or letter identification on a duly and properly recorded subdivision plat.

Lot, tract, or parcel means a designated area of land established by a properly recorded subdivision plat or otherwise permitted by law to be separately owned, used, developed, or built upon.

Lot line means the boundary of a lot separating it from an abutting lot.

Mobile home or manufactured home means a structure constructed before June 15, 1976, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width and 40 body feet or more in length, or, when erected on-site is 320 or more square feet and which is built on a permanent chassis and designed to be used as a single-family dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning, and electrical systems.

Non-Protected Tree means any tree that is not established as a protected tree or is exempt from the provisions of Section 77-44 (B) of the city of Manvel Zoning Ordinance.

Off-street parking means a concrete parking surface other than a street or alley accessible from an approved driveway approach and upon which vehicles may be parked.

Open-planned unit development plan means a development plan for a project located within the open-planned unit development district.

Parking aisle means the area of a parking lot or off-street parking area which provides vehicular access to parking spaces (stalls). The term "parking aisle" does not include the words "driveway" or "access point".

Parking space means an area designated for the parking of motor vehicles, and connected to an approved driveway approach, street, parking aisle, access easement, or other accessway.

Patio home/zero lot line home means a single-family home built on a separate lot with building setbacks on the front, rear and one side.

Planned unit development plan means a development plan for a project located within the planned unit development district.

Planning commission means a commission appointed by the council that is responsible for certain planning and zoning items, as provided in the zoning ordinance and applicable state law.

Plat means an instrument prepared by a registered professional land surveyor in conformity with the provisions of chapter 62, Subdivisions, used to describe subdivided land, with ties to permanent landmarks or monuments, approved by the city or a governmental entity with jurisdiction of the land in accordance with V.T.C.A., Local Government Code § 212.023, and recorded in the Brazoria County Property Records.

Protected Tree means any tree that is established as a protected tree within Section 77-44 of the City of Manvel Zoning Ordinance.

Principal building or use means the primary use and chief purpose of a premises or building.

Restaurant means a place of business whose revenues from food sales are 80 percent or more and whose revenues for mixed drink liquor service are 20 percent or less.

Rot board means a horizontal board installed along the bottom of the fence panel which runs along the base of the entire fence panel for a finished look and added protection. Rot boards are also commonly known as base-boards and kick-boards.

Setback means a minimum distance that is required from a lot line to a building or structure.

Single-family residence means a residence that is to be occupied by only one family.

Sight distance triangle means the triangle formed on any corner lot measured from the point of intersection of the front and exterior side lot lines a distance of 25 feet along said front and side lot lines and connecting the points so established to form a sight triangle on the area of the lot adjacent to the street intersections. Except for single-family residential accessways, a sight triangle at the intersection of a public street and a private access way shall have sides of 15 feet along the accessway and 25 feet along the public street. In order to minimize sight obstructions, no parking, wall, fence, sign, structure or any plant growth other than grasses shall be placed or maintained within the sight distance triangle so as not to impede vision between a height of two feet six inches, and ten feet above the center line grades of the intersecting streets and/or drives.

State means the State of Texas.

Structure means anything constructed or erected with a fixed location upon, under, or above the ground or attached to something having a fixed location on the ground.

Tavern means a place of business, which includes the sale of beer and wine beverages, but does not provide mixed drink liquor sales.

Telecommunications means the transmission, between or among points specified by the user, of information of the user's choosing, without change in the content of the information as sent and received.

Top cap is a horizontal element of a wood fence included to cover the top end of pickets and posts. A privacy fence with a top cap is commonly referred to as a cap and trim fence.

Tower or tower structure means a fixed, freestanding or guyed, uninhabitable structure, not designed as a shelter or to be occupied for any use. This definition includes, but is not limited to, any such structure supporting antennae that transmit or receive any portion of the electromagnetic spectrum of radio waves. The following are by way of example but not limitation, towers or tower structures: guyed or freestanding monopole structures, lattice or open framed structures, antennae sports, water towers, and other similar self-supporting, trussed, or open framed structures.

Tree means any woody perineal plant with a single stem or trunk, typically supporting branches and leaves.

Tree Survey means an on-the-ground survey drawing containing the location of the trees, their circumference, type (species) and protected root zone limits.

Tree Preservation Plan means a plan that identifies trees being preserved on a site proposed for development and shows details of tree protection and preservation measures being taken during construction activity.

Zoning board of adjustment means a board appointed by the council that is responsible for certain zoning items, as provided in the zoning regulations and applicable state law.

Zoning official means the person appointed by council to administer and enforce the zoning regulations of the city.

(Ord. No. 2020-O-15, § 2, 10-19-2020; Ord. No. 2023-O-40, § 2, 12-4-2023)

Sec. 77-44. Trees Preservation, landscaping, fencing and screening.

(A) *Intent and Purpose:* Certain species of mature trees greatly contribute to the image, aesthetics, and identity of the City of Manvel. Development will invariably result in the removal of trees, however, uncontrolled and indiscriminate destruction of trees would detrimentally impact the aesthetic value and enjoyment of the natural environment. Protection and preservation of mature trees along with planting requirements for new development will benefit citizens by maintaining a positive image of the city as a place to live and locate a business. These standards and regulations are intended to:

1. Prohibit the indiscriminate clearing of property and promoting responsible design decisions that will preserve as many protected trees as possible;
2. Protect the natural ecological environmental and aesthetic qualities of the city;
3. Establish permitting process and standards required to preserve protected trees during construction; and
4. Establish planting, screening, and buffering requirements for new development.

(B) *Tree Preservation:* Any tree that qualifies as a protected tree as identified by this ordinance shall be preserved unless the removal is unavoidable based on the Tree removal criteria in Section 77-44 (B) 6.

1. *Applicability:* Tree preservation requirements only apply to City of Manvel city limits.
2. *Exemptions:* The following are exempt from tree preservation requirements:
 - a. Individual lots and lots of record that are less than twenty (20) acres in lot size that are existing as single-family detached or attached dwellings;
 - b. Non-protected trees;
 - c. Any tree damaged by natural disasters or by disease/ rot and deemed to be a hazard by the Zoning Official;
 - d. Any tree that requires removal by Public works, Fire, Police, or other emergency services personnel actively engaged in fighting a fire or other emergency services response;
 - e. Any tree planted, grown and/or held for sale as part of a licensed nursery / greenhouse, retail or wholesale business;
 - f. Properties for which construction plans or Final plats have been approved prior to the adoption of this ordinance;
3. *Protected Trees:*
 - a. Any tree with a diameter at breast height (DBH – 4.5 feet) of 19 inches or a circumference of 60 inches, or more, identified in the list of protected tree species in Section 77-44 (B) 4.
 - b. Any tree shown on an approved landscape plan that is necessary to meet the development standards of the zoning ordinance (Chapter 77 of the Manvel, Code of Ordinances) or to meet a condition of approval of the development to which the landscape plan applies.
 - c. Any tree identified in the list of protected tree species located in the public right-of-way or a property owned by the city of Manvel.

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- d. A tree of any size that serves as a screening between commercial and residential uses and zoning district.
4. *List of Protected Tree Species:*
- a. Oak (all variety);
 - b. Pecan
 - c. Magnolia
 - d. Elm
5. *Clear Cutting Prohibited:* Clear cutting of trees on undeveloped land is prohibited. Parcels proposed for development that include stands of trees shall not be clear cut in preparation for development. Development shall be designed to, completely, or partially preserve existing stands of trees unless:
- a. No reasonable alternative design at the same density and intensity could be approved.
 - b. Relocation of the protected trees to another location on-site or within the City is not practical or economically feasible as certified by an arborist or a landscape professional.
6. *Tree Removal Permit Required:*
- a. No person shall cut down, destroy, remove, move, or effectively destroy through damaging or encroach into the protected root zone of any protected tree on any public or private property unless a valid tree removal permit has been issued based on the tree removal criteria provided in Section 77-44 (B) 9.
 - b. Before a permit can be issued, a tree survey shall be submitted as set out in Section 77-44 (B) 7.
 - c. The Zoning Official or designee may require an applicant to provide aerial photograph interpretation of the site and/or additional data for preliminary analysis of large-scale development projects involving tree removal.
 - d. For applications that do not meet the Tree Removal Criteria (below), the applicant shall have the right to appeal to the Manvel City Council. An appeal to the Manvel City Council must be filed within sixty (60) days after receiving notice of permit denial. A final decision on the application shall be made by City Council upon receiving a recommendation from City of Manvel Parks Board.
 - e. Where the dangerous condition of a protected tree requires its immediate removal to protect against a serious and immediate risk to health, safety or property, a property owner may remove a protected tree without first obtaining a permit. However, within fourteen (14) calendar days after removing the tree, the property owner must apply for a tree removal permit and file a written statement describing the protected tree by size, species, and location and explaining the emergency conditions that required its immediate removal.
 - f. A tree removal permit is not required for the removal of a non-protected tree.
7. *Tree Survey and Preservation Plan Required:*
- a. Generally, all application for a tree removal permit must include information pertaining to specifications and location of all protected trees; identification of protected trees to be removed and preserved; reason for tree removal; details and specifications of proposed tree replacement; tree preservation plan showing tree protection measures during construction activities, and any other relevant details.

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- b. For removal of one or more protected trees from a property proposed for construction, a property owner must submit a written application accompanied by a current tree survey and a tree preservation plan prepared by an arborist or a landscape professional.
 - c. For removal of an individual protected tree from a property not proposed for construction, a property owner must file a written application may accompany a survey, map, or plat of the property showing the location, species, and size of the protected tree that is to be removed and explaining the reason that removal is desired in lieu of a tree survey and preservation plan.
 - d. The City may accept a partial tree survey in lieu of a full tree survey if the Zoning Official finds that protected trees only exist on a portion of the site.
8. *Tree Protection Requirement:* All existing trees intended to be made part of a proposed development shall be protected during construction activities. The following minimum standards apply to tree protection during construction activities:
- a. Barricades made of wood or fencing material, not less than 3 feet in height with horizontal and vertical structural members shall be installed at the critical root zone.
 - b. In situations where a tree remains in the immediate area of intended development activity where tree protection fence is not feasible, the tree shall be protected by enclosing the entire circumference of the tree's trunk with fence pickets, at least six feet high, banded by wire or other means that does not damage the tree.
 - c. Barricades shall be removed only to prepare development site for final landscaping.
 - d. Parking or storing of vehicles, equipment or materials within critical root zone is prohibited.
 - e. Parking or storing of vehicles, equipment or materials within critical root zone is prohibited.
 - f. Protected trees shall be pruned only for clearance, dead, or hazard branches. Corrective pruning should occur after construction is complete.
9. *Tree Removal Criteria:* No individual protected tree shall be removed unless it meets one or more of the following criteria based on which a tree removal permit is issued:
- a. The tree is infected with an epidemic insect or disease where a recommended control is not applicable, and removal is the recommended practice to prevent transmission.
 - b. The tree poses an extreme public nuisance because of its species, size, location, or condition.
 - c. The tree poses a severe safety hazard that cannot be corrected by pruning, transplanting, or other treatments.
 - d. The tree severely interferes with the growth and development of a more protected desirable tree.
 - e. The aesthetic value of the tree is so low or negative that the site is visually enhanced by the tree's removal.
 - f. The tree is in, and within 10 feet of, an approved building footprint and results in a dangerous condition.
 - g. The tree is located within six feet of a utility easement, and the tree would interfere with the use of the easement.
 - h. On properties proposed for development, no reasonable alternative site design at the same density and intensity could be approved and relocation of the protected tree to another location on-site or within the City is not practical or feasible for the survival of the tree.

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- i. The tree has a negative impact on the aesthetics and visibility of an existing or proposed development in a manner that the intended purpose of the development cannot be achieved.

10. *Tree Replacement Requirement and Standards:*

- a. If a protected tree is removed in violation of this ordinance, it shall be replaced in accordance with the requirements of this section.
- b. Tree replacement requirement for removal of individual protected trees with a valid tree replacement permit may be modified or waived when a replacement tree can potentially result in hazardous and unsafe conditions due to existing development or insufficient area for healthy growth of existing or replacement trees, as determined by the City Council based on recommendation from the City of Manvel Parks Board.
- c. On properties proposed for development, replacement trees shall be counted towards the landscaping requirements of the zoning ordinance based on its location.
- d. Tree replacement shall be based on the following standards:
 - 0-10 inches DBH – One 3-inch or more
 - 10-15 inches DBH – One equivalent caliper or Two 3-inch caliper
 - 15–19 inches DBH - One equivalent caliper or Four 3-inch caliper
 - 19-inch DBH or more - One equivalent caliper or Six 3-inch caliper.
- e. On properties proposed for development, replacement trees shall be installed as part of site development.
- f. On properties not proposed for development, replacement trees shall be installed within 30 days of removal.

11. *Tree Preservation Credits:* Existing protected trees that are preserved shall be applied towards development landscaping requirements if the site development plan indicates compliance with standards for tree protection of this ordinance during construction activities.

(C) *Development Landscaping:* The following regulations shall apply to all new land development projects, except new single- family residential:

~~(1) —Trees.~~

- ~~a. —Preservation required of existing street trees. Trees located in any public street right-of-way must be preserved and may not be removed without prior written approval of the zoning official.~~
- ~~b. —Retention of existing trees. Where appropriate, new development should be located to take advantage of existing mature trees. The protection and retention of existing trees which are at least 1½ inches in caliper shall be credited to the tree planting requirements except for street tree planting requirements.~~
- ~~c. —Protection of existing trees. Trees that are to be protected and retained shall be protected during construction. The tree protection area shall not be used for the parking or storage of any soil, vehicles, equipment, or materials. No waste or surplus products of any nature shall be disposed of within or near the tree preservation area. Grade changes around existing trees are limited to three inches.~~
- ~~d. —Planting of new street trees. Street trees shall be reasonably regularly spaced with at least one tree for each 30 feet of street frontage for each street on which the property fronts.~~

1. ~~Street trees shall be planted within the right-of-way line with adjustments in spacing allowed for driveways, streetlights, visibility triangles, transit shelters, and utility or traffic control appurtenances. If sufficient street trees to meet the requirement already exist along the frontage of a site, no additional trees are required, provided they are protected and retained in accordance with these regulations.~~
2. ~~The minimum planting size for street trees is 1½ inches in caliper measured at the base of the tree.~~

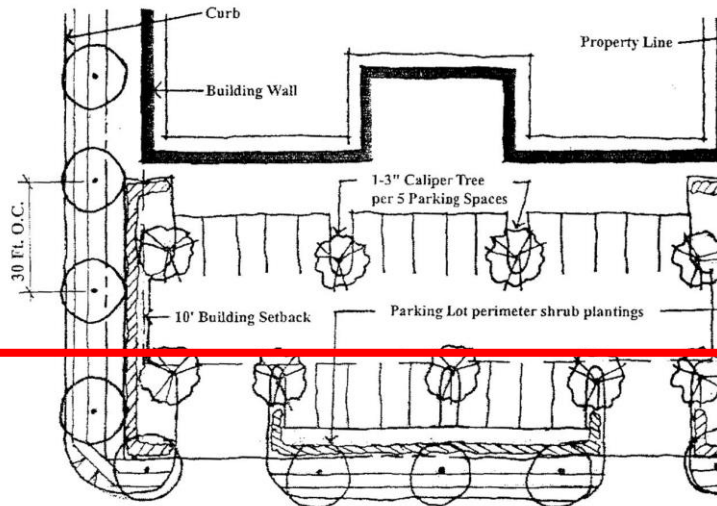
1. *Planting of new yard trees.*

- a. New trees shall be planted with at least one tree for each 30 feet of street frontage along front and street side yards.
- b. The minimum planting size for yard trees is 2½ inches in caliper measured at the base of the tree.
- c. No new trees shall be planted in public rights-of-way, utility easements, or existing access easement.
- d. For new development, if planting on yard trees is not possible due to existing easements along the street frontage, additional parking lot trees at the rate of one (1) tree for each five (5) parking spaces shall be planted. Such trees shall be a minimum of 1½ inches in caliper measured at the base of the tree.

- e. 2. *Planting of trees and shrubs for new parking lots.* Trees for new parking lots shall total at least one tree for each ~~five~~ ten parking spaces and at the end of each parking row. Trees and landscaping must be located within the parking area in ~~areas~~ 9 feet X 18 feet planting islands protected by a curb or other vehicle obstruction. Such trees shall be a minimum of 1½ inches in caliper measured at the base of the tree. Shrub plantings shall be placed along the perimeter of a parking lot in an amount to provide a visible screen for the parking lot. The shrubs must be maintained at a ~~maximum~~ height of 30 to 36 inches for safety and visibility purposes.

Example:

~~REQUIRED STREET AND PARKING LOT TREES AND SHRUBS~~



Scale: 1 inch = 30 feet

~~(2)~~ 3. *Maintenance of landscaping.* All landscaping must be perpetually maintained in good health by the property owner on which the landscaping lies or by the adjacent property owner. In the case of street trees planted within the right-of-way, the owner of the adjacent property shall have the responsibility for tree maintenance. Trees lost for any reason, with the exception of street or utility work, shall be replaced by the property owner within six months. Replacement trees must be a minimum of three-inch caliper. The responsibility for replacement of trees removed because of natural disaster, vehicular accident, or other similar circumstance, is that of the adjacent property owner regardless of whether that owner is reimbursed by the responsible party.

~~(3)~~ 4. *Planting areas.*

- a. *Site areas.* All site areas not covered by buildings or paving shall be planted with trees, shrubs, grass, ground covers or other plant materials. Special ground covering materials are permissible in playgrounds or active sports areas or other areas as determined by the city zoning official.
- b. *Landscape plans.* Landscape plans shall be submitted to the city zoning official at the time of submittal of all other construction plans for all new construction. In the open-planned unit development district landscape plans shall be submitted to the city zoning official prior to consideration of the plan by the planning commission.
- c. *Irrigation.* All planting areas shall be irrigated. Irrigation plans must be submitted with the landscaping plans and all irrigation materials shall be installed prior to occupancy of the building.

~~(4)~~ 5. *Land uses requiring Required landscape screening and/or fencing.*

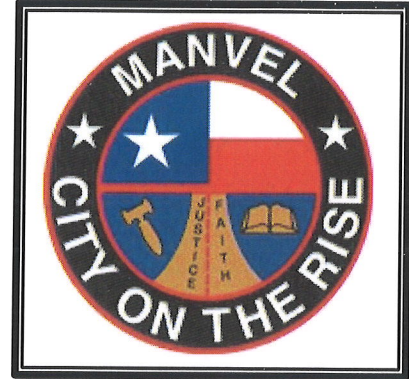
- a. *Air conditioning and other mechanical equipment.* Ground mounted mechanical equipment of all types must be fenced or screened with shrub planting from pedestrian view. This requirement does not apply to traffic control equipment boxes, telecommunication housings (smaller than three feet by six feet) or similar public facilities.
- b. *Utility facilities.* All utility facilities must be screened from pedestrian view subject to a screening and buffering plan approved by the zoning official.
- c. *Parking lots.* All parking lots for nonresidential uses must be landscaped according to these regulations.
- d. *Drive-through facilities.* Where drive-through lanes or stacking bays and/or service windows are within 50 feet of a side or rear property line that adjoins an existing residential use, a six foot high wooden fence must be constructed and retained adjacent to the property line.

6. *Transitional buffer yard between residential and non-residential uses.*

- a. Non-residential development shall provide a ten (10) foot wide landscape buffer yard when abutting an existing residential development or undeveloped residential zoning district. The buffer yard shall include one (1) tree per thirty (30) linear feet. A screening fence in accordance with Section 77-43 is required when a fence is not already present on the abutting residential development or undeveloped zoning district along the property line.
- b. New master-planned residential development shall provide a ten (10) foot wide landscape buffer yard when abutting undeveloped properties zoned for non-residential uses. The buffer yard shall be maintained by the Homeowner's Association and shall include one (1) tree per thirty (30) linear feet. A screening fence in accordance with Section 77-43 is required when a fence is not present on the abutting residential development or undeveloped zoning district along the property line.

(Ord. No. 2020-O-15, § 3, 10-19-2020; Ord. No. 2023-O-40, § 3, 12-4-2023)

THE STATE OF TEXAS §
COUNTY OF BRAZORIA §
CITY OF MANVEL §



**MANVEL PARKS AND RECREATION BOARD
NOTICE IS HEREBY GIVEN
5:30 P.M.**

MINUTES 1/16/2025

Regular Session

Call To Order

Vice-Chair Ellen Naegeli called the meeting of the Parks and Recreation Board to order at 5:34 p.m.

Roll Call

Those in attendance were:

- Present:** Place 3 Paul Sofka 06/2026
Place 4 Larry Akery 06/2026
Place 5 Byron Sarmiento 06/2026
Place 6 Mary Ann Atkinson 06/2026
Place 7 Ellen Naegeli 06/2026 (Vice-Chairman)
Ex-Officio Keith Bonner 06/2026
Alternate Luis Leija 06/2026
- Absent:** Place 1 Linda Dune 06/2026
Place 2 Samuel Miller 06/2026 (Chairman)
- Also Present:** Dan Johnson, City Manager
Robert Gervais, City Attorney
Jose Abraham, Director of Development Services
Jorge Reyna, Development Manager

Swearing in of Board Member

Paul Sofka

Oath administered by Ellen Naegeli, Vice-Chair.

Luis Leija, Alternate, joins the board on the dais.

Pledge

Public Comments: "Comment Card" Required

Consent Agenda

- A. Discussion and possible action to approve the meeting minutes to date.

Paul Sofka made the motion to approve. Luis Leija seconded the motion.
The motion carried with an all-in-favor vote of 5/0.

Regular Agenda

- A. Presentation by PGAL on the City Hall Park design.

Jeff Gerber, with PGAL, and Michael Mauer, with M2L presented.

- B. Consideration and possible action to forward recommendation to City Council on the City Hall Park design.

Parks Board members are tasked with prioritizing phases of the park, due to budget constraints. Parks Board members suggest prioritizing in the following order:

1. Restroom
2. Playground
3. Gazebo
4. Pavilion
5. Dog Park

Luis Leija made the motion to forward the recommendation to City Council. Byron Sarmiento seconded the motion.
The motion carried with an all-in-favor vote of 5/0.

Adjourn

Ellen Naegeli made the motion to adjourn the meeting at 6:28 p.m. Larry Akery seconded the motion.
The motion carried with an all-in-favor vote of 5/0.

CERTIFICATION



TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS