

Pam Fenn, Commissioner
Diana Smith, Commissioner
Donald Glacy, Commissioner



Ernie Adams, Commissioner
Victor Molaschi, Vice Chairman
Mark McCullough, Commissioner

**ROANOKE PLANNING AND ZONING AGENDA
SEPTEMBER 15, 2025
7:00 PM**

**500 S. OAK STREET
ROANOKE, TEXAS 76262**

A. CALL TO ORDER

B. PUBLIC INPUT

This item is available for citizens to address the Planning and Zoning Commission on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda. In order to provide the highest quality audio, all speakers need to speak at the podium.

C. APPROVAL OF THE MINUTES

1. Consideration and action on approval of the minutes from the regular Planning and Zoning Commission meeting held on August 18, 2025.

D. NEW BUSINESS

1. Consideration and recommendation on a Site Plan (SP-2025-06) request from Hunter Harrison for a retail, restaurant, and medical commercial development to be located on an approximate 1.276 acres of land, being a part of the PPR Roanoke Addition, City of Roanoke Texas, Denton County Texas. The property is generally located along Highway 377 between Bobcat Boulevard and Marshall Creek Road.
2. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for the Oak Street Corridor Zoning District, by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a



AGENDA FOR THE PLANNING AND
ZONING COMMISSION

September 15, 2025
Page 2 of 2

new use entitled “Microschool” as a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled “Definitions” by adding a definition for “Microschool.” (Ordinance No. 2025-112)

3. Consideration and recommendation on a Zoning Ordinance Amendment request from Tammy Dwight-Ministero, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, by amending Chapter 12, Article III, Division 15, of the Code of Ordinances, of the City of Roanoke, Texas, entitled “Oak Street Corridor Zoning District”, by amending Section 12.492 of the Code of Ordinances entitled “Schedule of Uses,” by amending the “Educational, Public Administration, Health Care and Other Institutional Uses” to provide for a new use entitled “Microschools” that is a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled “Definitions” by adding a definition for “Microschools.” (Ordinance No. 2025-112)

E. ADJOURNMENT

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Tuesday, September 9, 2025, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

April S. Hill, City Secretary

*Any person planning to attend this meeting that may require auxiliary aids or services should request accommodations two (2) days prior to the meeting by calling (817) 491-8152. **BRILLE IS NOT AVAILABLE.**

A public wireless network is now available in the Council Chambers for use during meetings. It is available from 7am to 11pm Monday thru Friday. The name of the network is: COR-Guests



AGENDA ITEM

TO: Planning and Zoning Commission

SUBJECT: 08/18/2025 - P&Z Minutes

MEETING DATE: September 15, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action on approval of the minutes from the regular Planning and Zoning Commission meeting held on August 18, 2025.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. PZMin 08-18-2025

Pam Fenn, Commissioner
Diana Smith, Commissioner
Donald Glacy, Commissioner



Ernie Adams, Commissioner
Victor Molaschi, Vice Chairman
Mark McCullough, Commissioner

**ROANOKE PLANNING AND ZONING MINUTES
AUGUST 18, 2025**

**7:00 P.M.
ROANOKE CITY HALL
COMMUNITY ROOM #132 – 1ST FLOOR
500 S. OAK STREET
ROANOKE, TEXAS 76262**

Present: Chairman Jason Kasal; Vice Chairman Victor Molaschi; Commissioners: Ernie Adams, Pam Fenn, and Diana Smith. Development Services Manager J.R. Hames, City Planner Matthew Ellis, and Executive Assistant Babette Welch.

Absent: Commissioners: Mark McCullough and Donald Glacy.

A. CALL TO ORDER

Meeting called to order at 7:00 p.m.

B. PUBLIC INPUT

No one wished to speak.

C. APPROVAL OF THE MINUTES

1. Motion made by Ernie Adams second by Pam Fenn to approve the minutes from the regular Planning and Zoning Commission meeting held on August 4, 2025. Motion carried unanimously.

D. NEW BUSINESS

1. Public hearing to consider a rezoning application for Lot 1R, Block 6, O.T. Roanoke Addition, an addition located within the City of Roanoke, Denton County, Texas, by changing the zoning for said property from Oak Street Corridor Zoning District – Neighborhood Transition Zone to Oak Street Corridor Zoning District – Neighborhood Transition Zone - Specific Use Permit (SUP) to allow Finance, Insurance, and Real Estate Establishment Use. (SUP-2025-03)

This item has been withdrawn at applicant's request.



**MINUTES FOR THE REGULAR
PLANNING AND ZONING COMMISSION
MEETING**

**August 18, 2025
Page 2 of 3**

2. Consideration and recommendation on a Specific Use Permit (SUP-2025-03) request from Aaron Minchew, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Lot 1R, Block 6 of the O T Roanoke Addition, an addition to the City of Roanoke, Denton County, Texas, by changing the zoning on said tract of land from Oak Street Corridor Zoning District – Neighborhood Transition Zone to Oak Street Corridor Zoning District – Neighborhood Transition Zone - Specific Use Permit (SUP) to allow Finance, Insurance, and Real Estate Establishment Use. The property is generally located at 111 S Pine.

This item has been withdrawn at applicant's request.

3. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Tract 1, Lot 4R, Block A of the Countryview Business Park Phase II Addition, an addition to the City of Roanoke, Denton County, Texas, and generally located at 125 Country View Drive, Suite 116, by changing the zoning on said tract of land from Retail (R) District To Retail– Specific Use Permit District (R-SUP) to allow an auto upholstery use. (SUP 2025-04 / Ordinance No. 2025-111)

Public hearing started at 7:02 p.m.

No one wished to speak.

Public hearing ended at 7:02 p.m.

4. Motion made by Victor Molaschi second by Ernie Adams to approve a Specific Use Permit (SUP-2025-04) request from John Lam, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for Lot 4R, Block A of the Countryview Business Park Phase II Addition, an addition to the City of Roanoke, Denton County, Texas, by changing the zoning on said tract of land from Retail to Retail – Specific Use Permit to allow an auto upholstery use for 125 Country View Drive, Suite 116. The property is generally located along Country View Drive. (Ordinance No. 2025-111)

Motion carried unanimously.

5. Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for the Oak Street Corridor Zoning District, by amending Section 12.492 Entitled “Schedule of Uses,” by amending the “Educational, Public Administration, Health Care and Other Institutional Uses” to provide for a new use entitled “Learning Pods” as a permitted use within the Oak Street Zone, Highway 377 Zone, and Civic/Mixed Use Zone and not a permitted use within the Neighborhood Transition Zone; and amending Section 12.500 Entitled “Definitions” by adding a definition for “Learning Pods.” (Ordinance No. 2025-112)

Public hearing started at 7:09 p.m.

No one wished to speak.

Public hearing ended at 7:09 p.m.



**MINUTES FOR THE REGULAR
PLANNING AND ZONING COMMISSION
MEETING**

**August 18, 2025
Page 3 of 3**

6. Consideration and recommendation on approval of a Zoning Ordinance Amendment request from Tammy Dwight-Ministero, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, by amending Chapter 12, Article III, Division 15, of the Code of Ordinances, of the City of Roanoke, Texas, entitled "Oak Street Corridor Zoning District", by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Learning Pods" that is a permitted use within the Oak Street Zone, Highway 377 Zone, and Civic/Mixed Use Zone and not a permitted use within the Neighborhood Transition Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Learning Pods." (Ordinance No. 2025-112)

Motion made by Victor Molaschi second by Ernie Adams to approve Option B (the "Microschool" option) with a recommendation that City Council assist applicant through various grants available to the city.

Motion carried unanimously.

E. ADJOURNMENT

Motion made by Pam Fenn second by Diana Smith to adjourn the meeting at 8:12 p.m.

Motion carried unanimously.

Jason Kasal, Chairman

Babette Welch, Executive Assistant



AGENDA ITEM

TO: Planning and Zoning Commission

SUBJECT: Site Plan (SP-2025-06) AG Roanoke Medtail

MEETING DATE: September 15, 2025

DEPARTMENT: Planning

ITEM SUMMARY:

Consideration and recommendation on a Site Plan (SP-2025-06) request from Hunter Harrison for a retail, restaurant, and medical commercial development to be located on an approximate 1.276 acres of land, being a part of the PPR Roanoke Addition, City of Roanoke Texas, Denton County Texas. The property is generally located along Highway 377 between Bobcat Boulevard and Marshall Creek Road.

INFORMATION:

The proposed uses are ten-thousand (10,000) square-feet of retail, medical, and restaurant uses in a one-story building.

- **Landscape**- The plan demonstrates new permanently maintained landscaping.
- **Drainage**- A drainage plan will be accepted by the engineering consultant prior to construction.
- **Utilities**- A utility plan will be accepted by the engineering consultant prior to construction.
- **Parking**- The parking provided meets the required amount for the proposed uses. Required: 57 spaces Provided: 57 spaces

STAFF RECOMMENDATION:

It is the staff's recommendation to approve the site plan and design as submitted.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:



AGENDA ITEM

ATTACHMENTS:

1. Site Plan Application
2. Owner Authorization_Hunter Harrison
3. AG Roanoke Medtail Civil Plans - Overall Site Plan
4. Building Elevations



CITY OF ROANOKE
500 S. OAK STREET
ROANOKE, TEXAS 76262
(817) 491-2411

SITE PLAN APPLICATION

FEE OF \$400.00 IS DUE WITH SUBMITTAL

Name of Applicant	Address of Applicant		Phone Number and Email
Legal Interest			
Owner	Address		Phone Number& Email
Firm preparing Site Plan Package	Address		Phone Number
			Email
Location of Property	Name of Addition/Subdivision	Lot / Block	Present Zoning

Proposed Site Plan Contains:

LAND USE	NUMBER OF LOTS	ACRES FOR USE
Single Family		
Multi-Family		
Planned Development		
Office		
Retail		
Commercial		
Industrial		
Flood Plain		

A copy of the final plat including public right-of-way crossing and adjacent property to the subject property shall be included.

If the property is subject to a Plan Development a statement showing that the proposed use conforms to the Plan Development.

An electronic copy (pdf) Site Plan fee is \$400.00. Fees are subject to change as amended by Ordinance.

Applicants Signature _____

Date _____

FOR OFFICE USE ONLY

Site Plan Fee	P&Z Meeting	CC Meeting	File for Record
			SP- _____ - _____

07/20/2023

City of Roanoke Site Plan Checklist



Submission Requirements

- ☐ Completed Application Form/Filing Fee
- ☐ Transmittal Letter
- ☐ Electronic Copy (PDF)

Print Requirements

- ☐ Staff Review
One (1) electronic copy for staff discussion. (Plans shall be received thirty (30) days prior to P&Z meeting.)
- ☐ Planning & Zoning Commission
One (1) electronic copy (Plans shall be received thirty (30) days prior to P&Z meeting.)

Meetings are held on the 1st and 3rd Monday at 7:00 p.m. of each month. All information must be received one week prior to the meeting date.

- ☐ City Council
One (1) electronic copy (PDF) of the complete site package with revisions recommended by the Planning & Zoning Commission.

Meetings are held on the 2nd and 4th Tuesday at 7:00 p.m. of each month. All information must be received one week prior to the meeting date. These prints should contain any revisions made by staff or Planning & Zoning Commission.

Site Plan

- ☐ Title block, titled Site Plan, lower right corner including subdivision name, block & lot numbers, and date of preparation.
- ☐ Names, addresses, phone numbers and emails of the owner, applicant and engineer or architect.
- ☐ North arrow and scale.
- ☐ Site Data Table / Scale 1" = 50'
 - Existing Zoning
 - Proposed Use
 - Square footage of each proposed use
 - Building area (gross sq. ft.)
 - Building height
 - Required & Provided parking per each use
 - Proposed lot coverage

Site Plan Continued

- ☐ Property boundaries with dimensions.
- ☐ Zoning districts adjacent to the property.
- ☐ Adjoining streets including existing and proposed median openings, curbs, sidewalks, street intersections, driveways, and alleys within 300 hundred feet of the property.
- ☐ Indicate spacing between driveways within the subject property and adjacent properties.
- ☐ Parking layout and driveways, including loading areas, dedicated fire lanes if required, access easements, and parking space dimensions.
- ☐ All existing and proposed drainage and utility easements.
- ☐ Topography with contour intervals of two (2) feet in 100 feet and minimum finished floor elevations, both referenced to mean sea level datum.
- ☐ Show location of the FEMA 100 year flood plain.
- ☐ Refuse facilities and mechanical equipment, including height, materials, and elevations or proposed screening.
- ☐ Lighting facilities, security lighting, screening, and glare shields.
- ☐ Proposed attached and monuments signs, showing elevations, dimensions, total square footage, materials, colors, font and lighting source. (sign information may be include on separate sheet)
- ☐ Preliminary Engineering. (conceptual utility and drainage)
- ☐ Show all existing and proposed sidewalks.
- ☐ Show Fire hydrant layout.
- ☐ Show existing and proposed Water & Waste Water.
- ☐ Any additional information as needed.

Building Elevations-Color Facade include any attached (wall-mounted) signage

- ☐ North, South, East and West building elevations.
- ☐ Proposed building materials that include manufacturer's specifications.
- ☐ Building height.
- ☐ Percentage of proposed materials.

Landscape Plan

- ☐ Title block, titled Landscaping Plan, lower right corner including subdivision name, block & lot numbers, and date of preparation.
- ☐ Names, addresses, phone numbers and emails of the owner, applicant and landscaping design proffessional.
- ☐ North arrow and scale. (same scale as site plan)
- ☐ Property boundaries with dimensions.

Landscape Plan Cont.

- ☐ Landscape Data Table showing required and provided square footage for each category as follows:

	Required	Provided
Perimeter Landscape	_____	_____
Number of Trees	_____	_____
Interior Landscape	_____	_____
Number of Trees	_____	_____
Non-vehicular Landscape	_____	_____
Number of Trees	_____	_____

Total Site Area devoted to landscape: _____ %

- ☐ Plant Table listing the number of each of tree and shrub species, providing scientific and common name and including caliper inches.
- ☐ A Plant Legend, if symbols or abbreviations are used.
- ☐ Show all areas of landscaped areas and plant materials on plan designated to fulfill interior, perimeter, and non-vehicular landscape requirements.
- ☐ Show location of trees to be preserved.
- ☐ Show spacing of plant material to be used.
- ☐ Show description of maintenance provisions for the Landscape Plan.
- ☐ Show proposed and existing sidewalks and utility easements.
- ☐ Show irrigation system if applicable.
- ☐ Show rain and freeze protection.

SITE PLAN APPROVAL CONDITIONS FOR RETAIL & OFFICE PROJECTS OUTSIDE INDUSTRIAL AREAS

These conditions and other considerations outlined in the CIVIC report should be considered in the design of a site plan.

- ☐ Utility meters shall not be visible except in areas clearly intended as service areas where the public is generally excluded.
- ☐ All mechanical equipment including units located on rooftops shall be screened.

This checklist is provided as a supplement only. It is the applicant's responsibility to review and comply with the requirements of the Zoning Ordinance, Subdivision regulations and Construction specifications. Concept plans for Zoning Changes or Specific Use Permits require all items on the checklist (only civils may be excluded).

AUTHORIZED AGENT FORM

- The applicant/owner declares that all statements and information submitted with this application are true and correct.
- The owner's signature is certification that he/she is the owner of the subject property and consents to the submission of this application, even if a non-owner applicant submits the request.
- I hereby designate Hunter Harrison (name of project representative) to act in the capacity as agent for filing, processing, representation, and/or presentation of this application. The designated agent shall be the principal contact person for responding to requests for information and for resolving issues of concern relative to this application.

Signed this 27th day of MAY, 2025

Owner

William Darrell Lake
(Print Name)

[Signature]
(Signature)

STATE OF TEXAS

COUNTY OF DALLAS

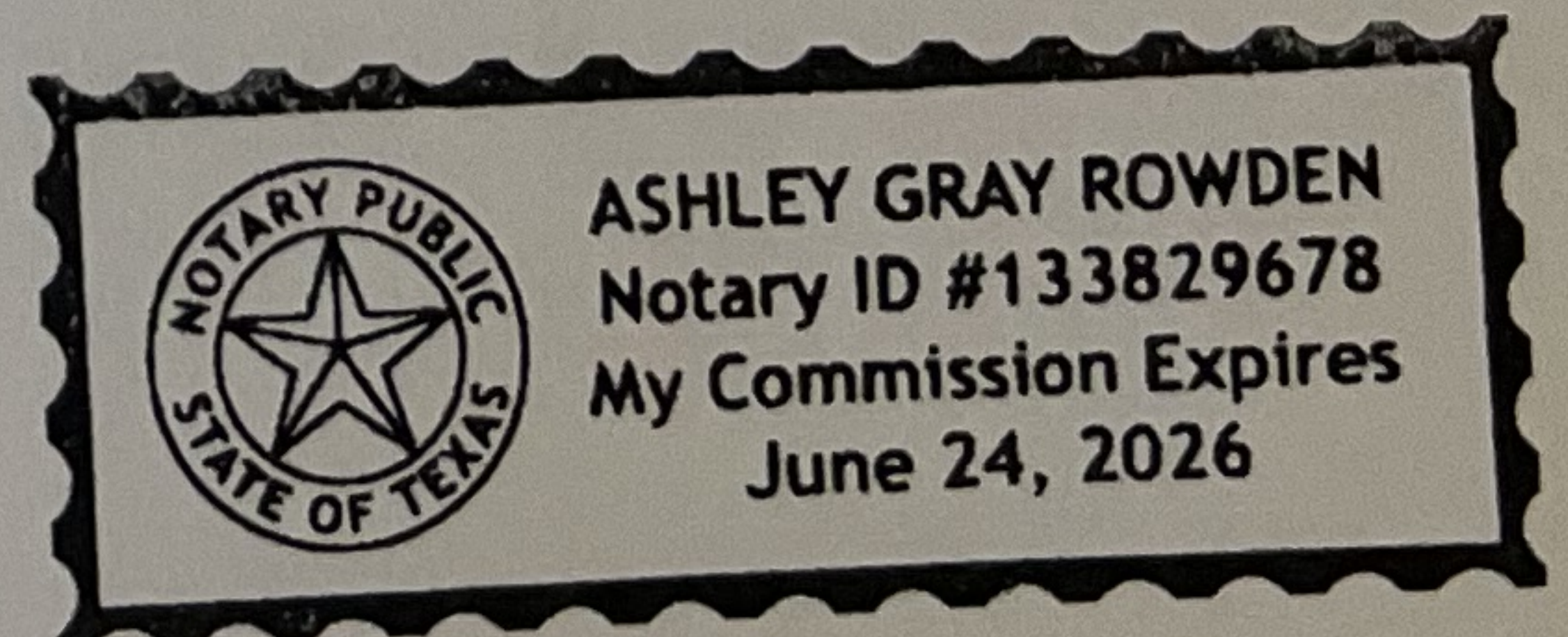
BEFORE ME, a Notary Public, on this day personally appeared William Lake the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, or duly authorized agent of the owner, for the purposes of this application; that all information submitted herein is true and correct."

SUBSCRIBED AND SWORN TO before me, this the 27th day of

, 20 25.

(NOTARY SEAL)

[Signature]
Notary Signature

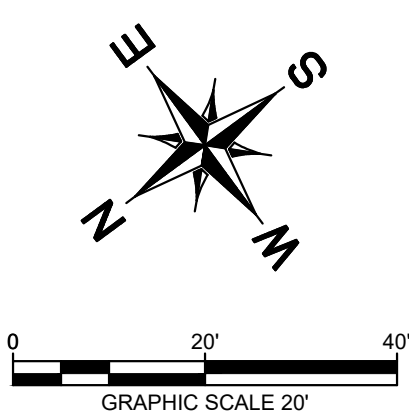


Applicant

Hunter Harrison
(Print Name)

Hunter Harrison
(Signature)

Digitally signed by Hunter Harrison
DN: cn=US, e=hunterharrison@ashitongray.com, cn=Hunter Harrison
Date: 2025.05.21 13:22:34-05'00'



	PROPOSED FIRE LANE
	EXISTING PAVEMENT
	PROPOSED BUILDING
	BARRIER FREE RAMP (BFR)
	ACCESSIBLE PARKING SYMBOL
	NUMBER OF PARKING SPACES
TYP.	TYPICAL
BFR	BARRIER FREE RAMP
SW	SIDEWALK
BL	BUILDING LINE/SETBACK
EX	EXISTING
PROP.	PROPOSED

1. ALL DIMENSIONS ARE TO FACE OF CURB, FACE OF BUILDING, OR PROPERTY LINE UNLESS OTHERWISE NOTED.
2. ALL CURB RADI ARE 3', 5' OR 10' UNLESS OTHERWISE NOTED.
3. CONTRACTOR TO VERIFY T & S COMPLIANCE. FOR ANY QUESTIONS CONTACT CIVIL ENGINEER IMMEDIATELY.
4. CONTRACTOR TO VERIFY ENGINEERING PLANS MATCH ARCHITECTURAL PLANS BEFORE CONSTRUCTION STARTING.
5. REFER TO BUILDING ELEVATION PLANS FOR ALL BUILDING SIGNAGE LOCATIONS AND DETAILS (BY OTHERS).
6. ALL FIRE LINES SHALL BE CONSTRUCTED PER CITY OF ROCKFORD SPECIFICATIONS.
7. ALL BARRIER FREE RAMPS SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF ROCKFORD STANDARD DETAILS FOR BARRIER FREE RAMPS.
8. COORDINATES SHOWN FOR BUILDING CORNERS, IN SOME CASES MAY REPRESENT THE BUILDING ENVELOPE PROJECTED BY THE OUTER-MOST BUILDING FACADE. THEY DO NOT ALWAYS REPRESENT THE ACTUAL BUILDING CORNER. CONTRACTOR SHALL REFER TO BUILDING SLAB PLANS FOR SPECIFIC DIMENSIONS AND BUILDING CORNER LOCATIONS.
9. NORTHING/EASTING COORDINATES OF THE BUILDING ARE PROVIDED FOR CONVENIENCE ONLY AND ARE BASED ON INFORMATION PROVIDED BY THE ARCHITECT. AS THE BUILDING MAY HAVE CHANGED AFTER THIS PLAN WAS PREPARED, THE CONTRACTOR IS SPECIFICALLY CAUTIONED TO CHECK THESE COORDINATES CAREFULLY AGAINST THE APPROVED AND CURRENT ARCHITECTURAL PLANS TO ENSURE THEY MATCH BEFORE ANY CONSTRUCTION COMMENCES.

SITE DATA TABLE						
PROPOSED USE	PROPOSED USE/AREA (SF)	REQUIRED PARKING RATIO	REQUIRED PARKING SPACES	PROVIDED PARKING SPACES	EXISTING ZONING	LOT COVERAGE
RETAIL	4,000	1/400	10	57	PD 2000-124	78%
MEDICAL	3,200	1/200	16			
RESTAURANT	3,012	1/100	31			
TOTAL	10,212	-	57	57		

CAUTION!

EXISTING UNDERGROUND UTILITIES IN THE AREA. CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE HORIZONTAL AND VERTICAL LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY REPAIRS TO EXISTING UTILITIES DUE TO DAMAGE INCURRED DURING CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES ON THE PLANS.

BM #1 "X" SET ON THE BACK OF CURB ON THE EAST SIDE OF THE TERMINUS OF THE SOUTHEAST DRIVE OF 1550 N. US HWY. NO. 377, NEAR A DUMPMSTER ENCLOSURE. LOCATED APPROX. 254' ± SOUTHEAST OF THE INTERSECTION OF N. US HWY. NO. 377 AND THE MAIN DRIVEWAY TO 1550 N. US HWY. NO. 377.

ELEV. = 626.29'

BM #2 "X" FOUND ON THE BACK OF CURB ON THE WEST SIDE OF THE TERMINUS OF THE NORTHEAST DRIVE OF CARENOW URGENT CARE (1630 N. US HWY. NO. 377). LOCATED APPROX. 95' ± SOUTHEAST OF THE EASTERNMOST BUILDING CORNER OF CARENOW URGENT CARE AND 36' ± SOUTHEAST OF A DUMPMSTER ENCLOSURE.

ELEV. = 621.10'

BM #3 "X" SET ON CONCRETE STORM OUTFLOW ON THE NORTH SIDE OF THE MAIN DRIVEWAY ENTRANCE TO 1550 N. US HWY. NO. 377.

ELEV. = 612.21'



Know what's below.
Call before you dig.

IMAGES
 XREFS
 LAST SAVED
 7/31/2025 3:33 PM
 COALSON, ASHLEY 7/31/2025 4:29 PM
 PLOTTED BY
 Y-IRCH, CIVIL 06/4589719 - ROANOKE COMMERCIAL/CAD/PLANS-SHEETS
 DWG PATH
 DIMENSION CONTROL PLAN.DWG. [DIMENSION CONTROL PLAN]
 DWG NAME

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kinley-Horn and Associates, Inc. shall be without liability to Kinley-Horn and Associates, Inc.

US HIGHWAY NO. 377
(VARIABLE WIDTH PUBLIC
RIGHT-OF-WAY)

AG ROANOKE MEDTAIL
ROANOKE, TEXAS

DIMENSION CONTROL PLAN

SHEET NUMBER
C2.00

Kimley»»Horn



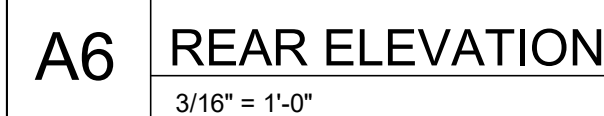
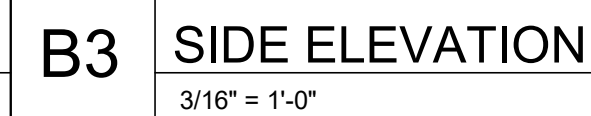
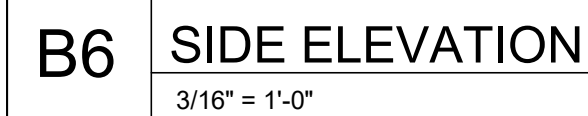
KHA PROJECT 064589719
DATE JULY 2025
SCALE AS SHOWN
DESIGNED BY AAC
DRAWN BY JHM
CHECKED BY JCK

REVISIONS	DATE	BY
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1. BRICK CONSTRUCTION TO COMPLY WITH TECHNICAL NOTES 28B FROM THE BRICK INDUSTRY ASSOCIATION
2. PAINT THE BOTTOM OF ALL EXPOSED STEEL OR MASONRY LINTELS TO MATCH ADJACENT MATERIALS
3. 2. ALL BRAKE METAL TO BE 24 GAUGE.
4. ALL SEALANT TO BE NP1 SEALANT WITH COLOR MATCHING ADJACENT MATERIAL (UNO).

- 5.03 METAL ACCESS LADDER 1 (UGULAR RAIL LOW PARAPET, WITH PLAIN DOWN
5.04 SECURITY DOOR, 6" C/C TO FABRICATE
- 6.00 PREFINISHED BRACKE METAL WRAP AROUND CORNER, COLOR TO MATCH STOREFRONT
6.01 MASONRY EXPANSION JOINT, TO BE SPACED NO MORE THAN 20'-0" O.C. TO BE SPACED NO
7.02 MORE THAN 4'-0" IF RAIL BUILDING CORNERS. CAULK TO MATCH BRACK COLOR
- 7.03 PFWP PREFINISHED METAL DOWNSPOUT, TO DRAIN AT GRADE, PROVIDE SPLASH BLOCK
- 7.09 LINE OF ROOF BEYOND
- 7.11 KNOX BOX TO BE INSTALLED 6'-0" AFF (VERIFY LOCATION WITH FIRE MARSHAL AND PROVIDE
KEYS TO ALL DOORS)
- 7.14 HOLLOW METAL DOORS PAINTED BLACK
- 7.19 EXTERIOR SCOTCH LIGHT, REF MEP
- 7.21 EXTERIOR WALL PACK, REF MEP
- 7.23 SPRINKLER W/CONDUCTOR HEAD AND DOWNSPOUT, REF PLAN FOR SIZE, DRAIN TO GRADE ON
SPLASH BLOCK
- 7.29 FRONT PARAPET BEYOND
- 7.31 GAS LINES TO BE ROUTED AROUND PARAPET
- 7.35 CONTRACTOR TO PROVIDE SIGNAGE ON EXTERIOR OF SPRINKLER ROOM DOOR AS DIRECTED
BY LOCAL FIRE MARSHAL
- 7.38 PAINT UTILITIES, PIPES, AND CONDUIT TO MATCH BUILDING
- 7.39 HOSE BIBB, REF PLUMBING
- 7.40 AT LADDER LOCATION, THE BRICK VENEER IS TO HAVE BRICK TIES @ 16" OC BOTH VERTICALLY
AND HORIZONTALLY

MARK	SUPPLIER/ MANUFACTURER	PRODUCT NAME/ NUMBER	COLOR/FINISH	NOTES
EXTERIOR LIGHTING (EL##)				
EL01	ILLUMINATED SIGNAGE	TBD		
EXTERIOR METAL ASSEMBLIES (CP##)				
CP01	BELLEWS STC	PREMANUFACTURED METAL CANOPY	BLACK	FLAT PAN 40-32BL; THICKNESS: .032@; CONNECTED WITH OVERHEAD ROD SYSTEM 70-600. SUBSTITUTIONS PERMITTED, REVIEW WITH ARCHITECT
CP02	BERRIDGE	PREMANUFACTURED METAL PARAPET CAP	BLACK	AS INDICATED ON DRAWINGS
CP03	BERRIDGE	SCUPPER HEADS AND DOWNSPOUTS	BLACK	AS INDICATED ON DRAWINGS
MASONRY (MA##)				
MA01	RED RIVER BRICK	KING-SIZE BRICK	IVORY	SUBSTITUTIONS ARCHITECT TO SELECT COLOR FROM MANUFACTURER'S STANDARD COLORS
MA02	RED RIVER BRICK	KING-SIZE BRICK	CATAHOULA	SUBSTITUTIONS ARCHITECT TO SELECT COLOR FROM MANUFACTURER'S STANDARD COLORS
STOREFRONT (ST##)				
ST01	KAWNEER	ALUMINUM	BLACK ANODIZED	SUBSTITUTIONS PERMITTED, REVIEW WITH ARCHITECT





AGENDA ITEM

TO: Planning and Zoning Commission

SUBJECT: PH Notice - ORD NO 2025-112 - Microschool

MEETING DATE: September 15, 2025

DEPARTMENT: City Secretary

ITEM SUMMARY:

Public hearing to consider amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, for the Oak Street Corridor Zoning District, by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Microschool" as a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Microschool." (Ordinance No. 2025-112)

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. PH Notice - Oak Street Zoning - Microschool Use



City of Roanoke Notice of Public Hearing Zoning Amendment

CITY OF ROANOKE NOTICE OF PUBLIC HEARING ZONING AMENDMENT

ROANOKE PLANNING AND ZONING COMMISSION

THE ROANOKE PLANNING AND ZONING COMMISSION WILL HOLD A PUBLIC HEARING ON MONDAY, SEPTEMBER 15, 2025, TO CONSIDER AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF ROANOKE, TEXAS, FOR THE OAK STREET CORRIDOR ZONING DISTRICT, BY AMENDING SECTION 12.492 OF THE CODE OF ORDINANCES ENTITLED "SCHEDULE OF USES," BY AMENDING THE "EDUCATIONAL, PUBLIC ADMINISTRATION, HEALTH CARE AND OTHER INSTITUTIONAL USES" TO PROVIDE FOR A NEW USE ENTITLED "MICROSCHOOL" AS A PERMITTED USE WITHIN THE OAK STREET ZONE, NEIGHBORHOOD TRANSITION ZONE, HIGHWAY 377 ZONE, AND CIVIC/MIXED USE ZONE; AND AMENDING SECTION 12.500 ENTITLED "DEFINITIONS" BY ADDING A DEFINITION FOR "MICROSCHOOL." THE PUBLIC HEARING WILL BE HELD AT 7:00 P.M. AT THE ROANOKE CITY HALL LOCATED AT 500 S OAK STREET, ROANOKE, TEXAS.

ROANOKE CITY COUNCIL

THE ROANOKE CITY COUNCIL WILL HOLD A PUBLIC HEARING ON TUESDAY, SEPTEMBER 23, 2025, TO CONSIDER AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF ROANOKE, TEXAS, FOR THE OAK STREET CORRIDOR ZONING DISTRICT, BY AMENDING SECTION 12.492 OF THE CODE OF ORDINANCES ENTITLED "SCHEDULE OF USES," BY AMENDING THE "EDUCATIONAL, PUBLIC ADMINISTRATION, HEALTH CARE AND OTHER INSTITUTIONAL USES" TO PROVIDE FOR A NEW USE ENTITLED "MICROSCHOOL" AS A PERMITTED USE WITHIN THE OAK STREET ZONE, NEIGHBORHOOD TRANSITION ZONE, HIGHWAY 377 ZONE, AND CIVIC/MIXED USE ZONE; AND AMENDING SECTION 12.500 ENTITLED "DEFINITIONS" BY ADDING A DEFINITION FOR "MICROSCHOOL." THE PUBLIC HEARING WILL BE HELD AT 7:00 P.M. AT THE ROANOKE CITY HALL LOCATED AT 500 S OAK STREET, ROANOKE, TEXAS.

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Thursday, August 28, 2025, by 5:00 p.m.

April S. Hill, City Secretary

*Any person planning to attend this meeting that may require auxiliary aids or services should request accommodations two (2) days prior to the meeting by calling (817) 491-8152. **BRAILLE IS NOT AVAILABLE.**



A public wireless network is now available in the Council Chambers for use during meetings. It is available from 7am to 11pm Monday thru Friday. The name of the network is: City Hall Guests



AGENDA ITEM

TO: Planning and Zoning Commission

SUBJECT: Zoning Ordinance Amendment (ZTA-2025-01) Microschools

MEETING DATE: September 15, 2025

DEPARTMENT: Planning

ITEM SUMMARY:

Consideration and recommendation on a Zoning Ordinance Amendment request from Tammy Dwight-Ministero, amending the Comprehensive Zoning Ordinance of the City of Roanoke, Texas, by amending Chapter 12, Article III, Division 15, of the Code of Ordinances, of the City of Roanoke, Texas, entitled "Oak Street Corridor Zoning District", by amending Section 12.492 of the Code of Ordinances entitled "Schedule of Uses," by amending the "Educational, Public Administration, Health Care and Other Institutional Uses" to provide for a new use entitled "Microschools" that is a permitted use within the Oak Street Zone, Neighborhood Transition Zone, Highway 377 Zone, and Civic/Mixed Use Zone; and amending Section 12.500 entitled "Definitions" by adding a definition for "Microschools." (Ordinance No. 2025-112)

INFORMATION:

History

On March 18, 2025, Mrs. Dwight-Ministero reached out to then-City Planner Kelly Carlson about finding a location for a "...microschool/homeschool co-op..." and suggested two locations in the City. Mrs. Carlson returned, stating, "neither of the locations you're considering is suitable for a school." Mrs. Dwight-Ministero replied, stating that they are not technically a school. She then provided a state statute which she argues - and staff agrees - applies to her business, defining it as a learning pod.

Mrs. Dwight-Ministero then reached out to Mrs. Carlson on April 15, suggesting the property at 208 N. Hwy 377 as a location for her learning pod. Mrs. Carlson did not respond because she had left the City. Mrs. Dwight-Ministero followed up on May 16, after now-City Planner Matthew Ellis had started with the City. Mr. Ellis found that the use of learning pods, microschools, nor homeschool co-ops were listed in Section 12.492 Schedule of Uses, and forwarded the question to City Attorney Jeff Moore on May 19. On May 29, Mr. Moore agreed with staff's interpretation that the use was not a school and therefore not listed in the code, meaning it was not allowed. Mr. Ellis informed Mrs. Dwight-Ministero of staff's interpretation and Mr. Moore's concurring



AGENDA ITEM

opinion. Mrs. Dwight-Minitstero filled out and returned the appeal application on May 31.

The Zoning Board of Adjustments unanimously denied the appeal application at their July 17 meeting, encouraging Mrs. Dwight-Minitstero to pursue a zoning text amendment as the appropriate venue to permit her use in the City of Roanoke.

Staff Report

The nature of education is changing in this new information age, as with many aspects of our lives. Especially during and following the COVID pandemic, novel approaches to education have been and are being developed, including microschools. The adoption of the Learning Pod Protection Act by the 87th legislative session shows the state's embracing of these diverse education models. As innovative uses emerge, cities must continue to have conversations about the appropriateness of these uses in their jurisdictions, enabling pioneering business owners to get their start. The application by the appropriately-named BOLD School to allow this use in the City is the first of what staff anticipate will be many novel businesses excited to set up in Roanoke over the next few decades.

In addition to the above context of the education market at large, the use complies with the goals laid out in the Oak Street Corridor Overlay. Schools, libraries, and community halls are all allowed in the same zones which Microschools are proposed to be allowed in. The ordinance adds the Neighborhood Transition Zone as microschools operate very similarly to existing homeschooling occupations, which complies with the goal of the Neighborhood Transition Zone to, "provide for appropriate transitions between the historic residential district and commercial uses along Oak Street."

Summary

City staff believe that this use will serve the residents of Roanoke and surrounding cities well. Based on the goals laid out in the Oak Street Regulating Plan and the shifting landscape of education as recognized by the Texas Legislature, City staff recommends approval of the ordinance.

STAFF RECOMMENDATION:

Staff recommends approval of the ordinance.

SPECIAL CONSIDERATION:

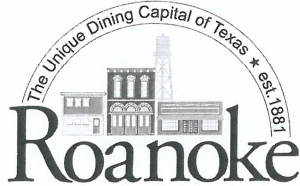
FINANCIAL CONSIDERATION:



AGENDA ITEM

ATTACHMENTS:

1. Application
2. BOLD School – Learning Pod Designation Request
3. NMC BOLD school
4. Bold Roanoke LPPA Letter
5. ORD NO 2025-112 - Zoning Amendment - Oak Street - Microschools



CITY OF ROANOKE
500 S. OAK STREET
ROANOKE, TEXAS 76262
(817) 491-2411 FAX (817) 491-2242

ZONING APPLICATION

Applicant/Agent Name BOLD School / Tammy Dwight-Ministero		Home Phone	Mobile Phone 817.908.8222
Address 13511 Bates Aston Rd		City / State Haslet, TX	Zip 76052
Property Owner(s) Ryan Williams		Home Phone	Work Phone
Address, City, State, Zip			
Present Zoning Classification Clinic	Requested Zoning Classification Microschool/ Learning Pod	Acreage/Lot of Requested Zoning Classification Lot 10R-1, Block 13 Old Town Roanoke	

Are any Deed restrictions in place that would prevent this property being used in the manner herein proposed?

☐ Yes ☐ No

If yes, list restrictions _____

Proposed use microschool/ learning pod

Justification for requested zoning change: To update the allowed uses school category to include microschools.

Microschools (aka Learning Pods by TEA) were not recognized school options until 2021 by the LPPA legislation.

I authorize the City of Roanoke to place one change of zoning sign on the subject property to remain in place for the duration of the zoning change process.

Authentisign
Tammy Dwight-Ministero 07/18/25
Applicant Signature and Date

Attach one (1) electronic copy in a pdf format of the Metes & Bounds description of the property and a survey map of the property. Fees for Zoning Request is \$250.00 plus \$10.00 per acre. Fees are subject to change if amended by Ordinance.

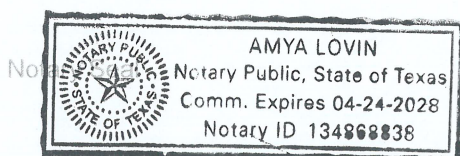
Authorization:

I/We Ryan Williams owner(s) of the above described property do hereby authorize Tammy Dwight-Ministero to act on my/our behalf in making and representing this zoning change application.

[Signature] 7/23/2025
Signature of owner Date

State of Texas
County of Denton

Sworn to and subscribed before me on the 23rd day of July, 2025, by Ryan Williams
(year) (name of owner).



[Signature]
Notary Public's Signature

07/20/2023

BOLD School – Learning Pod Designation Request

Statutory Definition

Under Tex. Educ. Code § 27.001(2), a “**learning pod**” is defined as:

“a group of children who, based on the voluntary association of the children's parents, meet together at various times and places to participate in or enhance the children's primary or secondary academic studies, including participation in an activity or service provided to the children in exchange for payment.”【Tex. Educ. Code § 27.001(2)】

How BOLD School Meets Each Element

1. Voluntary Association of Parents

- **Parent-Driven Participation:** All families choose to join voluntarily; there are **no attendance mandates or compulsory requirements**.
 - *Example:* Families may take a month off in October or opt out of summer sessions entirely.
 - *Example:* Tuition secures their spot and covers software, hardware, coaches, supplies, and field trips, regardless of attendance.
- **Parent-Led Learning:** Parents set the **pace, schedule, and curriculum**, while BOLD School provides resources, coaching, and accountability support. Families may adjust their plan at any time. Learning components are determined by the family, not by any government or school entity.
 - *Pace:* Families can accelerate (cover 2 years of curriculum) or decelerate (½ year) based on goals.
 - *Schedule:* Multiple tracks with flexible days and times; no fixed attendance requirements.
 - *Curriculum:* Families choose between 2-Hour Learning, other school-provided EdTech tools, or any additional parent-selected curricula.
- **Direct Parent Involvement:** On homeschool days, the parent serves as the primary Learning Coach.
- **Parent Contribution:** Families actively enrich the learning environment by sharing expertise, talents, and skills with students.

Note: “Voluntary” is defined as “proceeding from the will or from one's own choice or consent,” and “association” as “the act of joining together in a relationship or an organization of persons having a common interest.”【Merriam-Webster, “Voluntary” and “Association,” Merriam-Webster.com Dictionary】

BOLD School families freely choose to join together around the shared interest of their faith and children’s education, meeting the statutory requirement of a “voluntary association of parents.”

2. Meet Together at Various Times

BOLD School operates four distinct tracks, each with multiple schedule variations, resulting in **seven different weekly options** (not including the infinite home-based flex schedule times).

- Signature Track: 4-day onsite (Mon–Thurs, 9–3) + Friday parent-selected time (2x per week).
- Tech Stack Track: 4-day onsite (Mon–Thurs, 9–3) + Friday parent-selected time (2x per week).
- Homeschool Track: Partial onsite (Mon–Wed, 12–3; Thurs, 9–3) + flexible Fridays (3x per week).
- 1-Day Options: Thursday, various locations (9–3) + home-based learning rest of week (2x per week).

Note: “Various” is defined as “of an indefinite number greater than one.”【Merriam-Webster, “Various,” Merriam-Webster.com Dictionary】

BOLD School’s multiple tracks, flexible schedules, and home-based learning options meet and exceed the statutory requirement of meeting together at “various times.”

3. ...and Places

BOLD School learning occurs in **multiple locations**, satisfying the requirement to meet in “various places.”

- **Home**: Parent-led instruction for all students.
- **On-site**: Small, mixed-age groups on campus.
- **Offsite**: Regular service projects, field trips, and community-based learning at local businesses, parks, libraries, and churches.

Note: “Place” is defined as “a physical environment or space,” and “various” as “of an indefinite number greater than one.”【Merriam-Webster, “Place” and “Various,” Merriam-Webster.com Dictionary】

With home, onsite, and offsite learning environments, BOLD School clearly meets the statutory requirement of meeting in “various places.”

4. Participate in or Enhance the Children’s Academic Studies

- All tracks include core academic subjects (math, reading, writing, science, and social studies).
- Signature & Tech Stack serve as primary instruction.
- Homeschool Track provides enhancement to parent-led academics.

All BOLD School tracks focus on primary and secondary academics, meeting the statutory requirement of participating in or enhancing academic studies.

5. Activity or Service in Exchange for Payment

- Tuition is paid by parents in exchange for BOLD School’s educational services, resources, and activities, satisfying the “activity or service in exchange for payment” element.

Tuition is a direct exchange for the educational activities and services BOLD School provides, aligning with the statutory requirement.

Conclusion

BOLD School **meets and exceeds** every element of the statutory definition of a *Learning Pod* under Texas SB 1955 and Tex. Educ. Code § 27.001(2).

Implications

BOLD School’s structure aligns closely with the statutory elements outlined in the Learning Pod Protection Act, Texas Education Code § 27 (SB 1955), meaning it falls under the legal definition of a Learning Pod and the protections that accompany it. The legislature did not limit this designation to a specific historical moment; it created a statutory framework to protect parent-directed learning models from unnecessary regulation.

While learning pods gained visibility during COVID, their growth since then reflects a broader parental demand for alternative education models. That natural evolution underscores why the LPPA exists: to safeguard innovative, parent-driven approaches to education from being forced back into traditional systems through local regulation. Because *Learning Pod* is a designation created in statute, compliance must be determined by the language of the law itself—not by perceived intent or assumptions about why it was first enacted. Our goal is simply to ensure alignment with those statutory requirements as written.



July 8, 2025

Ms. Tammy Dwight-Ministero
Founder
BOLD School
Roanoke, Texas

Dear Tammy:

Congratulations on your important educational leadership as an exemplary Texas nonpublic school. BOLD School has served as an essential member of the community of private school options, and also an exemplary model of an educational entity falling within Texas Learning Pod Protection Act as defined within Title II, Chapter 27 of the Texas Education Code, in the greater DFW area for several years.

It has been the National Microschooling Center's honor to have included you as a member for the past two years.

I look forward to visiting your new facility in the coming months, and to working together for the years to come. Please do not hesitate to reach out if there is any way I or the Center can prove helpful to your work.

Sincerely,

Don Soifer
CEO

July 10, 2025

Zoning Appeals Board
City of Roanoke
500 S. Oak Street
Roanoke, Texas 76262

Dear Board,

My name is Daniel Suhr. I am senior legal fellow at the National Microschooling Center, a resource hub for education entrepreneurs and innovative schools. I write alongside my Texas cocounsel, Chad Flores of Flores Law in Houston.

I write in support of The BOLD School, a private school serving students from Fort Worth and the surrounding areas. I am writing to draw your attention to the important rights afforded to The BOLD School and similar educators under the Texas Learning Pod Protection Act, Education Code Title 2, Subtitle E, Ch. 27.

As the Texas Home School Coalition, one of the primary outside supporters of the bill, has explained, the LPPA “was drafted to protect learning pods from being regulated by local governments not only during a pandemic but also on an everyday basis. . . . These protections help ensure the freedom of families to educate their children as they see fit.” THSC, *How the Texas Legislature Addressed Pods and Homeschool Co-ops* (June 7, 2021).

The bill’s title makes clear its purpose: to protect these new, innovative, voluntary private organizations of parents and students banding together outside the traditional school system. *See In the Interest of M.R.*, 975 S.W.2d 51, 54 (4th Ct. of App. 1998) (statute title is “instructive” to its interpretation). That reading is reinforced by the bill’s self-description: “exempting learning pods from certain local government regulations.” S.B. No. 1955. *See Texas House Research Org.*, Bill Digest, SB 1955 (2nd reading), May 21, 2021 (same).

The LPPA applies to a “learning pod,” which it defines as “a group of children who, based on the voluntary association of the children’s parents, meet together at various times and places to participate in or enhance the children’s primary or secondary academic studies, including participation in an activity or service provided to the children in exchange for payment.” Educ. Code 27.001(2). That describes The BOLD School, which is a voluntary association of families that serves children (students) for their academic studies in an intimate, microschool environment.

As such, The BOLD School enjoys certain rights under the Act, including:

- An exemption from “any ordinance, rule, regulation, policy, or guideline adopted by a local governmental entity that applies to a school district campus or child-care facility, including any requirements regarding . . . physical accommodations, or building or fire codes.” Educ. Code 27.002(a)(1).
- An exemption “from any ordinance, rule, regulation, policy, or guideline adopted by a local governmental entity that would not apply to the group, building, or facility if it was not associated with or used by a learning pod.” *Id.* at (a)(2).

In this case, The BOLD School fits a “both/and” definition. It is a school: it provides a regular course of instruction substantially equivalent to that of other Texas schools. Indeed, pursuant to the Roanoke zoning ordinance that is at issue here, The BOLD School is a school as it is under the sponsorship of a private agency or corporation, other than a public or religious agency, which offers a curriculum that is generally equivalent to public elementary and/or secondary schools. That it is a microschool serving a small number of students does not render it something other than a school. Yet it is also a “learning pod” as that term is used in the Act: a voluntary association of families coming together for education in an innovative and intimate setting.

As the Appeals Board considers this appeal, I would encourage you to be mindful of the City’s obligations under the Learning Pod Protection Act. We would welcome further conversation with the Board or City Attorney’s office to clarify our understand and the City’s understanding of the LPPA and its application to this appeal if that would be helpful to you. Thank you for your attention to this matter.

Respectfully yours,



Daniel R. Suhr, Senior Legal Fellow
National Microschooling Center
Licensed in Wisconsin

Chad Flores
Flores Law PLLC
917 Franklin Street
Suite 600
Houston, Texas 77002
(713) 364-6640

ORDINANCE No. 2025-112

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROANOKE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, BY AMENDING CHAPTER 12, ARTICLE III, DIVISION 15, OF THE CODE OF ORDINANCES, OF THE CITY OF ROANOKE, TEXAS, ENTITLED “OAK STREET CORRIDOR ZONING DISTRICT”, BY AMENDING SECTION 12.492 OF THE CODE OF ORDINANCES ENTITLED “SCHEDULE OF USES,” BY AMENDING THE “EDUCATIONAL, PUBLIC ADMINISTRATION, HEALTH CARE AND OTHER INSTITUTIONAL USES” TO PROVIDE FOR A NEW USE ENTITLED “MICROSCHOOLS” THAT IS A PERMITTED USE WITHIN THE OAK STREET ZONE, NEIGHBORHOOD TRANSITION ZONE HIGHWAY 377 ZONE, AND CIVIC/MIXED USE ZONE; AND AMENDING SECTION 12.500 ENTITLED “DEFINITIONS” BY ADDING A DEFINITION FOR “MICROSCHOOLS”; PROVIDING A PENALTY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 12.124(b) of the Code of Ordinances of the City of Roanoke, Texas, provides as follows, “[f]or requests involving proposed changes to the text of the Zoning Ordinance, notice of the Planning and Zoning Commission hearing shall be accomplished by publishing the purpose, time and place of the public hearing in the official newspaper of the City before the fifteenth (15th) calendar day prior to the date of the public hearing. Changes in the Ordinance text which do not change zoning district boundaries do not require written notification to individual property owners;” and

WHEREAS, Section 12.127(c) of the Code of Ordinances of the City of Roanoke, Texas, provides as follows, “[n]otice of the City Council public hearing for a zoning, rezoning or Zoning Ordinance text amendment request shall be given in the same manner as that for the public hearing before the Planning and Zoning Commission as required in Section 12.124;” and

WHEREAS, the Planning and Zoning Commission and the City Council of the City of Roanoke, Texas, in compliance with the laws of the State of Texas, and the Code of Ordinances of the City of Roanoke, Texas, have given the requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested, and the City Council of the City of Roanoke, Texas, is of the opinion and finds that said changes should be granted and that the Zoning Ordinance should be amended.

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

Section 1. FINDINGS INCORPORATED

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

Section 2.

That Chapter 12, Article III, Division 15, Section 12.492, Table 1 – Schedule of Uses of the Code of Ordinances of the City of Roanoke, Texas, by amending the “Educational, Public Administration, Health Care and Other Institutional Uses” to provide for “Microschools” which shall read as follows:

“Sec. 12.492. Schedule of Uses.

Due to the emphasis on urban form over land uses in the Oak Street District, general use categories have been identified by areas. Uses not listed in the following schedule, but are substantially similar, may be permitted upon the approval of the City Manager or his or her designee, subject to appeal to the City Council.

Table 1 – Schedule of Uses

<i>Land Use</i>	<i>Oak Street Zone</i>	<i>Neighborhood Transition Zone</i>	<i>Hwy 377 Zone</i>	<i>Civic/Mixed Use Zone</i>
Educational, Public Administration, Health Care and Other Institutional Uses				
▪ Microschools	P	P	P	P

Section 3.

That Chapter 12, Article III, Division 15, Section 12.500 entitled “Definitions” is amended by adding a new definition entitled “Learning pods” which shall read as follows:

“Microschools’ means a small learning environment under the sponsorship of a private agency or corporation, other than a public or religious agency, which offers a curriculum that is generally equivalent to public elementary and/or secondary schools. Microschools are distinct from private schools in their class sizes.”

Section 4. PENALTY CLAUSE

Any person, firm, or corporation violating any of the provisions or terms of this Ordinance shall be guilty of a misdemeanor and upon conviction, shall be fined a sum not to exceed \$2,000.00 for each offense, and each and every violation or day such violation shall continue or exist, shall be deemed a separate offense.

Section 5. SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 6. REPEALER CLAUSE

Any provision of any prior ordinance of the City whether codified or uncoded, which are in conflict with any provision of the Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City whether codified or uncoded, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 7. EFFECTIVE DATE

This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Roanoke, Texas, on this the _____ day of _____, **2025**.

APPROVED:

Carl E. Gierisch, Jr., Mayor

ATTEST:

April S. Hill, City Secretary

APPROVED AS TO FORM:

Jeff Moore, City Attorney