

**NOTICE OF A SCHEDULED MEETING FOR THE  
CITY OF MIDLOTHIAN PLANNING AND ZONING COMMISSION  
THURSDAY, DECEMBER 15, 2011**

Pursuant to the provisions of Chapter 551 VTCA Government Code, notice is hereby given of a scheduled Meeting of the Midlothian Planning and Zoning Commission, to be held in the Council Chambers of City Hall, 104 West Avenue E, Midlothian, Texas

**WORKSHOP / 6:30 PM**

**Workshop will be held in the back of the City Council Chambers**

- Discussion on technical issues regarding December 15, 2011 Agenda Items for the P&Z Commission Meeting
- Discuss draft driveway spacing ordinance
- Discuss draft mailbox standards
- Discuss past, present, and future City Council Cases

**PLANNING AND ZONING COMMISSION MEETING / 7:00 PM**

**City Council Chambers**

**CONSENT AGENDA**

1. **Discussion and Consideration on Planning and Zoning Commission Minutes Dated:**  
November 15, 2011

**PUBLIC HEARING AGENDA**

2. **Conduct a public hearing to consider and act upon a request for a Specific Use Permit (SUP), to allow an Electronic Message Sign for the following MISD Schools:** T.E. Baxter Elementary – 1050 Park Place Boulevard, J.A. Vitovsky Elementary – 333 Church Street and Mt. Peak Elementary – 5201 FM 663 (Case No. SUP01-2011-04)

**MISCELLANEOUS DISCUSSION**

- Staff and Commissioner Announcements
- Adjourn

I, John Garfield, Director of Planning for the City of Midlothian, Texas, do hereby certify that this Notice of a Meeting was posted on the front window of City Hall, 104 West Avenue E, Midlothian, Texas, at a place readily accessible to the general public at all times, no later than the 12th day of December, 2011, at or before 5:00 P.M.

  
\_\_\_\_\_  
**John A. Garfield, AICP**  
**Director of Planning**

ORDINANCE NO. 2011-\_\_\_\_\_

An ordinance establishing requirements for the placement of mailboxes within public rights-of-way in the City of Midlothian, attached hereto as Exhibit "A"; providing that this Ordinance shall be cumulative of all ordinances; providing for a severability clause; providing for a penalty that any violation of the terms of this Ordinance is declared to be a misdemeanor, and any person found to be guilty thereof shall be punishable by a fine not to exceed one thousand dollars (\$1,000), and each day that such violation continues shall constitute a separate offense and shall be punishable accordingly; and providing for an effective date.

**WHEREAS**, the City of Midlothian, Texas (City) is a home rule city within the State of Texas, with full power of local self government; and,

**WHEREAS**, mailboxes within public rights-of-way need to be placed in such a manner so as not to create a safety issue for the traveling public; and,

**WHEREAS**, the City Council of the City of Midlothian does find and determine that it is in the best interest of the health, safety and general welfare of the citizens of the City of Midlothian, Texas to establish requirements relating to the placement of mailboxes within public rights-of-way.

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

**SECTION 1. Adoption**

That the *Requirements for the Placement of Mailboxes Within Public Rights-of-Way* in the City of Midlothian, attached hereto as Exhibit "A" and made part hereof for all purposes is, and same hereby, adopted as the official policy of the City.

**SECTION 2. Cumulative Effect**

This Ordinance shall be cumulative of all other ordinances of the City of Midlothian, Texas and shall not repeal any of the provisions of such ordinances, except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**SECTION 3. Severability Clause**

That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional.

**SECTION 4. Penalty**

Any person, firm or corporation who shall violate any of the provisions of this Ordinance or who shall fail to comply with any provision hereof shall be guilty of a misdemeanor,

and upon conviction shall be subject to a fine not to exceed one thousand dollars (\$1,000), and each day that such violation continues shall constitute a separate offense and shall be punishable accordingly.

**SECTION 5. Effective Date**

That this Ordinance shall become effective from and after its passage as permitted by law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Midlothian, Texas, on this the 13<sup>th</sup> day of December, 2011.

APPROVED:

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Boyce L. Whatley, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lou Jameson, City Secretary

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Don Stout, City Attorney

**Requirements for the Placement of Mailboxes Within Public Rights-of-Way  
Exhibit A**

That the *Requirements for the Placement of Mailboxes Within Public Rights-of-Way* in the City of Midlothian (City) and made part hereof for all purposes is, and the same hereby, adopted as the official policy of the City.

**Definitions:**

Words or phrases not expressly prescribed herein are to be defined in accordance with their customary usage as it relates to this specific application.

1. Breakaway support means a supporting post that yields or breaks away safely if struck by a vehicle. Such supporting post shall consist of a nominal 4-inch by 4-inch square or 4-inch-diameter wood post or 1.5-inch to 2-inch-diameter steel or aluminum pipe post, which is buried no more than 24 inches deep and shall not be set in concrete unless specifically designed as a breakaway support system in accordance with American Association of State Highway and Transportation Officials (AASHTO) guidelines.
2. Cluster-style mailbox means a style whereby mailboxes, meeting the specifications of the United States Postal Service (USPS), are assembled and grouped together on a single area of land so they are regarded as one unit. The use of cluster-style mailboxes must be reviewed and approved by both the City and the USPS.
3. Custom-built mailbox means a mailbox constructed using materials that do not meet the definition of a “standard mailbox” and “breakaway support” (e.g., brick, stone or other masonry type materials and/or heavy gauge steel or other substantial materials), which is erected near the edge of the roadway or curbside of a street and is intended or used for the collection of mail and is to be served by a mail carrier from a vehicle.
4. Damaged mailbox means damage of any origin sustained whereby over fifty percent (50%) of the mailbox has been affected.
5. Standard mailbox means a mailbox consisting of lightweight sheet metal or plastic meeting the specifications of the USPS, which is erected near the edge of the roadway or curbside of a street and is mounted on a breakaway support post, and is intended or used for the collection of mail and is to be served by a mail carrier from a vehicle. Multiple standard mailbox installations must meet the same criteria as a single standard mailbox installation.

**Placement of Mailboxes:**

1. No mailbox will be allowed to be installed within the City’s rights-of-way if its placement interferes with the safety of the traveling public or the function, maintenance, or operation of the City’s roadway or utility systems. Any mailbox installation that does not conform to the provisions of these requirements is an unauthorized encroachment and is subject to removal as specified in this document.
2. The location and construction of mailboxes shall adhere to the rules and requirements of the USPS, as well as to City requirements. In the event that there is a conflict between USPS and City requirements, the more stringent requirements shall apply.

3. Standard mailboxes mounted on breakaway support posts are permitted within public rights-of-way along all City maintained roadways. Mailbox posts shall be set a minimum of two (2) feet from the edge of pavement or one (1) foot behind the curb. The post-to-box attachment shall be of sufficient strength to prevent the box from separating from the post under vehicle impacts. Lightweight sheet metal or plastic newspaper boxes may be mounted below the mailbox on the support. Figure 1 provides a general detail of this type of placement.
4. Custom-built mailboxes are only permitted along local and minor collector classified roadways. The face of these types of mailboxes shall be set a minimum of two (2) feet from the edge of pavement or six (6) inches behind the curb. Custom-built mailboxes shall not be larger than two (2) feet wide by two (2) feet deep and five (5) feet high. Additionally, these types of structures shall not be permanently attached to any type of concrete pad or foundation. Refer to Figure 2 for a general detail of this type of placement.
5. Mailboxes made of heavy gauge steel or other substantial materials that are designed and sold as deterrents to vandalism and that meet USPS requirements shall adhere to the same requirements as custom-built mailboxes.
6. All mailboxes must be placed in a manner that does not interfere with visibility from intersections, driveways, side streets, alleys or other access points.
7. Mailboxes must not interfere with pedestrian traffic and shall not encroach into sidewalks or other accessible routes without providing a minimum of five (5) feet of clear, unobstructed and accessible space from all points around the mailbox.
8. Cluster-style mailboxes are encouraged, whenever possible, for the purpose of public safety.
9. For individual-type mailboxes, the property owner shall be responsible for the erection, maintenance, repair, replacement or removal of the roadside mailbox serving their individual place of dwelling or business.
10. Mailboxes located within public rights-of-way along State maintained roadways shall adhere to the requirements of the Texas Department of Transportation or their successor agency.

**Permit:**

1. A mailbox permit must be obtained from the City before a new or replacement mailbox is installed within City rights-of-way. If the mailbox is being installed in association with a new residence or business that has a valid building permit, the mailbox will be inspected along with the building construction and a separate mailbox permit will not be required.
2. A copy of the mailbox permit form is included as Attachment 1. This form may be revised or updated from time-to-time as needed without having to amend these requirements.

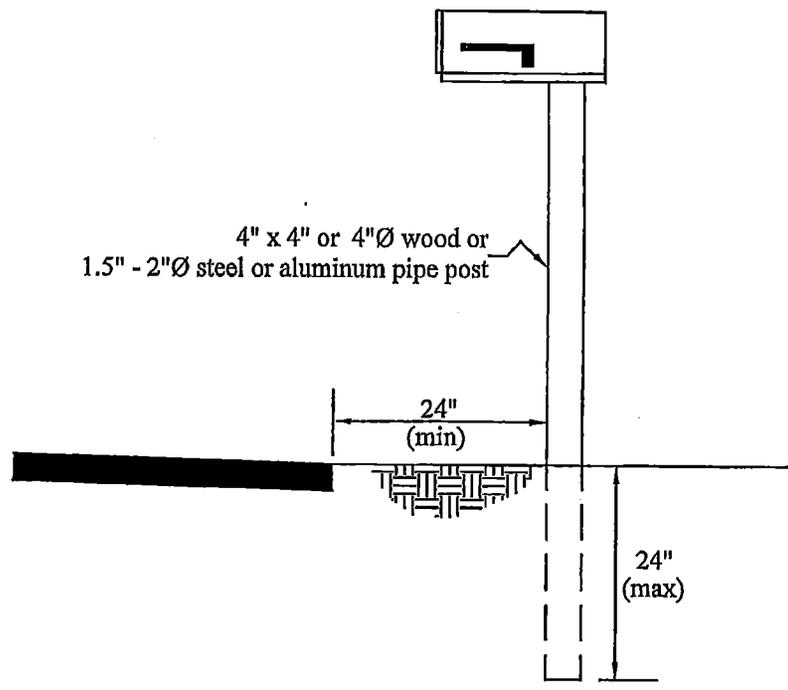
**Relocation and Replacement:**

1. The City reserves the right to remove, relocate or cause to be relocated and/or replace any existing mailbox located within public right-of-way, at the City's discretion, including the removal and replacement of custom-built mailboxes with standard mailboxes.

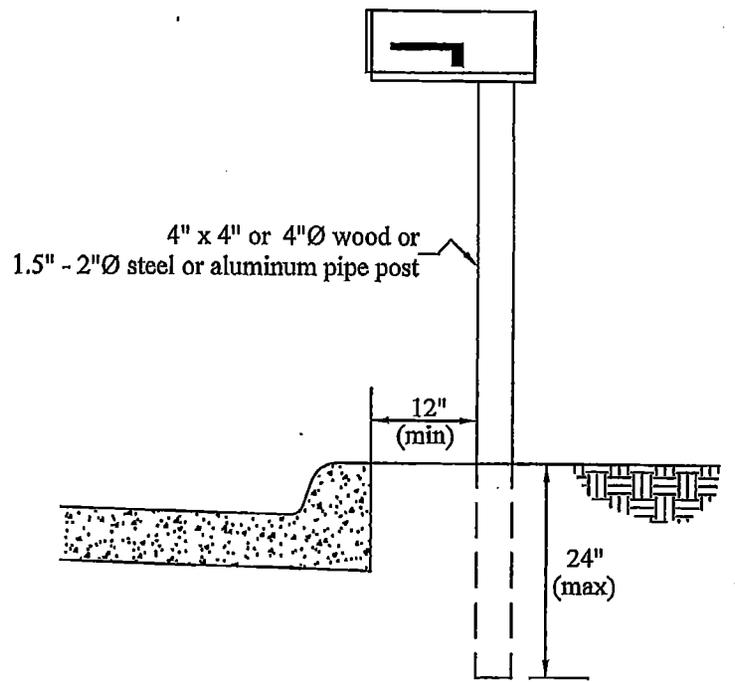
2. Any type of mailbox located in City right-of-way is subject to damage or destruction at any time. The City shall not assume any liability for damaged or destroyed mailboxes of any type installed within City rights-of-way.
3. If a standard mailbox or cluster-style mailbox located in City right-of-way is damaged or destroyed as the result of City or utility company activities, the City or utility company that damaged or destroyed the mailbox shall replace said mailbox with a mailbox of the same or similar design.
4. If an existing custom-built mailbox that is located along a road that is classified as a major collector or arterial is damaged or destroyed, a mailbox permit must be obtained and a standard mailbox must be installed. The replacement of a custom-built mailbox with another custom-built mailbox will not be permitted.

**Removal of Nonconforming or Unsafe Mailboxes:**

Any mailbox that is found to violate the provisions of these requirements shall be removed by the property owner upon notification by the City. At the discretion of the City, based on an assessment of hazard to the public, the property owner will be granted not less than 24 hours nor more than 30 days to remove the mailbox. After the specified removal period has expired, the mailbox will be removed by the City at the property owner's expense.

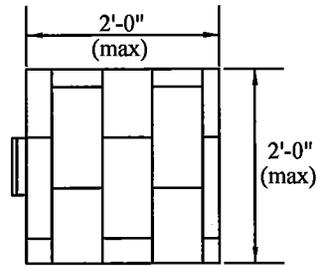


Non-Curbed Roadway

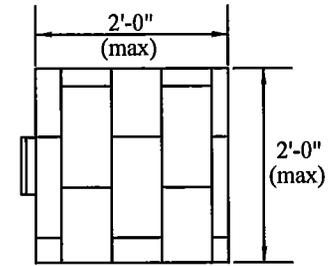


Curbed Roadway

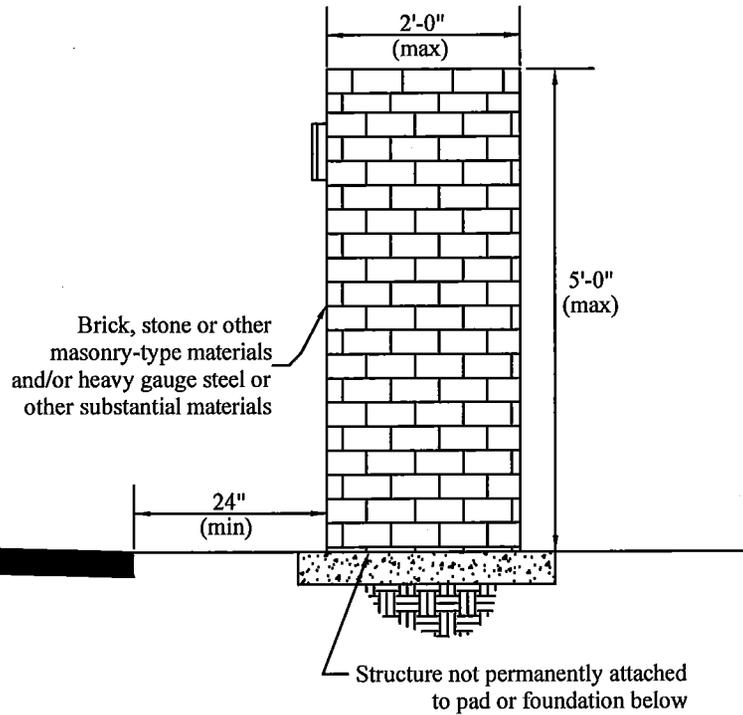
**FIGURE 1: STANDARD MAILBOX PLACEMENT**  
 Not to scale, for illustration purposes only



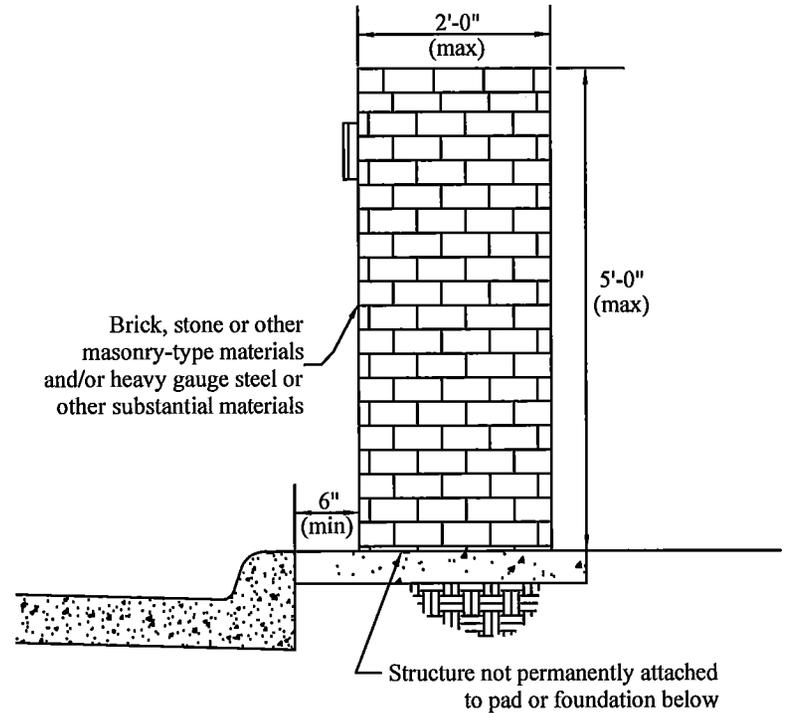
Plan View



Plan View



Non-Curbed Roadway



Curbed Roadway

FIGURE 2: CUSTOM-BUILT MAILBOX PLACEMENT

Not to scale, for illustration purposes only



# MAILBOX PERMIT

MAILBOX PERMIT ADMINISTRATOR  
City of Midlothian  
104 W. Avenue E  
Midlothian, Texas 76065

PERMIT NUMBER \_\_\_\_\_

## CITY OF MIDLOTHIAN MAILBOX PERMIT APPLICATION

1. Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

2. Address for Mailbox: \_\_\_\_\_  
(if different than mailing address above)

3. Nature of Proposed Mailbox Installation (check and complete as appropriate):  
 Residential       Non-residential       Other (specify) \_\_\_\_\_

New       Replacement       Other (specify) \_\_\_\_\_

For non-residential, \_\_\_\_\_  
(Name of Business)

4. Description of Proposed Mailbox Construction (check and complete as appropriate):  
 Standard (post and lightweight box)       Custom-built (masonry, heavy gauge metal, etc.)

For standard: \_\_\_\_\_  
(specify materials)

For custom-built: \_\_\_\_\_  
(specify materials)

**NOTIFICATION:**

By my signature below, I acknowledge the following:  
I have reviewed the City's *Requirements for the Placement of Mailboxes Within Public Rights-of-Way*. I understand and agree to the provisions contained within these requirements. I am fully aware that failure to comply with these requirements may result in the City removing, relocating or replacing this mailbox at my expense.

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\* Applicant must provide a copy of the property survey, plat or other legal description \*\*



**MINUTES  
PLANNING AND ZONING COMMISSION  
TUESDAY, NOVEMBER 15, 2011**

The Planning and Zoning Commission for the City of Midlothian met on Tuesday evening, September 20, 2011 at City Hall located at 104 West Avenue E, Midlothian, Texas.

**The following Commissioners were present:**

Jon Herrin	§	Vice Chairman
Jack Burleson, Sr.	§	Commissioner
Vicki Collins	§	Commissioner
Lynda Johnson	§	Commissioner

**The following Commissioners were Absent:**

Larry Pool	§	Chairman
Richard Doss	§	Commissioner
Mike Rodgers	§	Commissioner

**The following staff members were present:**

John Garfield, AICP	§	Director of Planning
Alberto Mares, AICP	§	Current Planning Manager
Kathleen Hamilton	§	Executive Assistant

**PLANNING AND ZONING COMMISSION MEETING**

Vice Chairman Herrin called the Planning and Zoning Commission Meeting to order at 7:01 PM and called the first item on the agenda.

**CONSENT AGENDA**

**1. Discussion and Consideration on Planning and Zoning Commission Minutes Dated: September 20, 2011**

Commissioner Burleson moved to **approve** the minutes of September 20, 2011.  
Motion was seconded by Commissioner Collins.

**Action Taken: (4-0) Approved**

Vice Chairman Herrin called the next item on the agenda.

**REGULAR AGENDA**

**2. Review and comment upon the 2012 Planning Department Submittal Calendar and approve the 2012 Planning & Zoning Commission meeting dates (Case No. M02-2011-08)**

Commissioner Burleson moved to **approve** the 2012 Planning Department Submittal Calendar.  
Motion was seconded by Commissioner Johnson.

**Action Taken: (4-0) Approved**

Vice Chairman Herrin called the next item on the agenda.

**PUBLIC HEARING AGENDA**

**3. Conduct a public hearing to consider and act upon a request for a Specific Use Permit (SUP), to allow an Electronic Message Sign for Walnut Grove Family Health Center to be located at 4440 East Highway 287. Property contains ±2.32 acres and is zoned Commercial (C) District, and is generally located south of Hwy 287, and ±620 ft. west of Presidential Parkway in the City of Midlothian, Texas. (Case No. SUP01-2011-04)**

**PUBLIC HEARING AGENDA CONTINUED**

Alberto Mares presented the agenda item.

The following spoke in support of this item:

Rod Vandorcord – Financial Advisor for Dr. Ruby

Dr. Ruby - Owner

Lynn Downey – Downey Signs

Commissioner Burleson moved to **close** the public hearing.

Motion was seconded by Commissioner Johnson.

**Action Taken: (4-0) Close Public Hearing**

Commissioner Burleson moved to recommend **approval** of this Specific Use Permit request with the following conditions:

- 1) Provide a landscaped area at the base of the sign.
- 2) Comply with the guidelines established under Ordinance 2008-62, except where stated below.
- 3) Any message shall remain static for a minimum of 8 hours and delete the time interval between messages.
- 4) The height of the sign shall remain at 10 feet, measured from the base.
- 5) The sign shall adhere to the design set forth in the attached Ordinance.

Motion was seconded by Commissioner Collins.

**Action Taken: (3-1) Approved**

John Herrin voted nay.

Chairman Pool called the next item on the agenda.

**MISCELLANEOUS DISCUSSION**

- Staff Announcements - None
- Adjourn

Commissioner Collins moved to adjourn the meeting.

Motion was seconded by Commissioner Johnson.

**Action Taken (4-0) Meeting Adjourned at 7:27 pm**

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**John Garfield, AICP, Planning Director**

11/15/11  
**Date Approved**

## AGENDA ITEM NO. 2

### **AGENDA CAPTION:**

**Conduct a public hearing to consider and act upon a request for a Specific Use Permit (SUP), to allow an Electronic Message Sign for the following Midlothian Independent Schools:** T.E. Baxter Elementary – 1050 Park Place Boulevard, J.A. Vitovsky Elementary – 333 Church Street and Mt. Peak Elementary – 5201 FM 663 (Case No. SUP01-2011-04)

### **ITEM SUMMARY**

**Applicant:** David Boswell

**Owner:** Midlothian Independent School District (MISD)

#### **Proposed Request:**

The applicant is seeking retroactive approval of pole signs with an electronic marquee message display at the Baxter, and Mt. Peak Elementary and an electronic message display attached to the wall at Vitovsky Elementary. In addition, MISD is requesting that the fees be waived for this SUP.

#### **Property Owner Notifications:**

A total of 103 property owner notification (PON) letters were mailed to property owners within 200 feet of each subject site, to date, staff has received 6 property owner response forms, all in support of these signs.

#### **Staff Analysis:**

Schools are allowed in all zoning districts, and must adhere to all development regulations in effect at time of construction. Currently, any electronic message center signs are only allowed by SUP. At the time these three message displays were installed, a SUP was required, however, since it was the PTOs that had these installed, they were unaware of the City's updated Sign Regulations and hence, there were no sign permits pulled for these signs. These electronic message signs display important and pertinent information to parents regarding school events, safety, etc. The school district is seeking to have these retroactively approved to comply with the City's regulations.

### **ATTACHMENTS**

1. Site Pictures

2. PON responses

### **RECOMMENDATION**

Staff recommends approval of these signs, subject to the following conditions:

- 1) The total height and areas of these signs shall not expand beyond what is already installed. Any increase in either will require an additional SUP.
- 2) Each message shall remain static for a minimum of 20 seconds and the interval between messages shall be accomplished within one (1) second or less.
- 3) Changeable copy signs shall not contain animation, rolling or running letters or message flashing lights or displays as part of the display.
- 4) Except for public interest messages, changeable copy signs may not be used to display commercial messages relating to products or services that are not offered on the premises.
- 5) These signs shall not be illuminated between the hours of 11:00PM and 6:00AM.

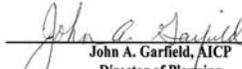
**SUBMITTED AND PRESENTED BY:** Alberto Mares, AICP, Current Planning Manager  
Thursday, December 15, 2011, Planning & Zoning Commission Meeting

  
Alberto Mares, AICP  
Current Planning Manager

**REVIEWED BY:**

John A. Garfield, AICP, Director of Planning

Thursday, December 15, 2011, Planning & Zoning Commission Meeting

  
John A. Garfield, AICP  
Director of Planning





**RESPONSE FORM TO SPECIFIC USE PERMIT REQUEST  
CASE NUMBER SUP02-2011-09  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT ELECTRONIC SIGNS**

**Procedure to Respond:**

I HEREBY CERTIFY THAT I AM (please check or circle one of following descriptions):

- A Property Owner in City Limits of Midlothian and within 200 feet of the subject property
- An interested person

*To assist us in properly identifying your response, please indicate on the attached map by marking, highlighting, and/or labeling which property is under your ownership, and return map to our office together with your response form.*

MY RESPONSE TO THE SPECIFIC USE REQUEST IS (please check or circle one of the following options):

- Approve of the proposed SUP request
- Protest the proposed SUP request, and/or have the following comments:

\_\_\_\_\_

PROPERTY OWNER Walnut Grove Family Health

ADDRESS 4440 E. Hwy 287

CITY STATE & ZIP Midlothian, TX 76065

Signature: Elaine E. Pridy Phone No.: 972-723-5590

**Fax or Mail responses to:**

Planning Department  
City of Midlothian, Texas  
104 West Avenue E  
Midlothian, TX 76065  
Phone: (972) 775-7123 or Fax to (972) 775-7171



**RESPONSE FORM TO SPECIFIC USE PERMIT REQUEST  
CASE NUMBER SUP02-2011-09  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT ELECTRONIC SIGNS**

**Procedure to Respond:**

I HEREBY CERTIFY THAT I AM (please check or circle one of following descriptions):

A Property Owner in City Limits of Midlothian and within 200 feet of the subject property

An interested person

*To assist us in properly identifying your response, please indicate on the attached map by marking, highlighting, and/or labeling which property is under your ownership, and return map to our office together with your response form.*

MY RESPONSE TO THE SPECIFIC USE REQUEST IS (please check or circle one of the following options):

Approve of the proposed SUP request

Protest the proposed SUP request, and/or have the following comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PROPERTY OWNER Clois Wilkins

ADDRESS 5214 CHARISMA

CITY STATE & ZIP MIDLOTHIAN TX 76065

Signature: Clois Wilkins Phone No.: \_\_\_\_\_

**Fax or Mail responses to:**

Planning Department  
City of Midlothian, Texas  
104 West Avenue E  
Midlothian, TX 76065  
Phone: (972) 775-7123 or Fax to (972) 775-7171



RESPONSE FORM TO SPECIFIC USE PERMIT REQUEST
CASE NUMBER SUP02-2011-09
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT ELECTRONIC SIGNS

Procedure to Respond:

I HEREBY CERTIFY THAT I AM (please check or circle one of following descriptions):

- [X] A Property Owner in City Limits of Midlothian and within 200 feet of the subject property
[ ] An interested person

To assist us in properly identifying your response, please indicate on the attached map by marking, highlighting, and/or labeling which property is under your ownership, and return map to our office together with your response form.

MY RESPONSE TO THE SPECIFIC USE REQUEST IS (please check or circle one of the following options):

- [X] Approve of the proposed SUP request
[ ] Protest the proposed SUP request, and/or have the following comments:

Three horizontal lines for providing comments on a protest.

PROPERTY OWNER Martha S. Smith
ADDRESS 1015 Mediterranean Ave
CITY STATE & ZIP Midlothian TX 76065
Signature [Handwritten Signature] Phone No.: 469 223 5977

Fax or Mail responses to:
Planning Department
City of Midlothian, Texas
104 West Avenue E
Midlothian, TX 76065
Phone: (972) 775-7123 or Fax to (972) 775-7171



RESPONSE FORM TO SPECIFIC USE PERMIT REQUEST
CASE NUMBER SUP02-2011-09
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT ELECTRONIC SIGNS

Procedure to Respond:

I HEREBY CERTIFY THAT I AM (please check or circle one of following descriptions):

- X A Property Owner in City Limits of Midlothian and within 200 feet of the subject property
An interested person

To assist us in properly identifying your response, please indicate on the attached map by marking, highlighting, and/or labeling which property is under your ownership, and return map to our office together with your response form.

MY RESPONSE TO THE SPECIFIC USE REQUEST IS (please check or circle one of the following options):

- X Approve of the proposed SUP request
Protest the proposed SUP request, and/or have the following comments:

Three horizontal lines for providing comments.

PROPERTY OWNER Lisa McGowan
ADDRESS 1015 Park Place Blvd
CITY STATE & ZIP Midlothian, TX 75065

Signature: Lisa McGowan Phone No.: 972-978-8042

Fax or Mail responses to:
Planning Department
City of Midlothian, Texas
104 West Avenue E
Midlothian, TX 76065
Phone: (972) 775-7123 or Fax to (972) 775-7171



**RESPONSE FORM TO SPECIFIC USE PERMIT REQUEST  
CASE NUMBER SUP02-2011-09  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT ELECTRONIC SIGNS**

**Procedure to Respond:**

I HEREBY CERTIFY THAT I AM (please check or circle one of following descriptions):

A Property Owner in City Limits of Midlothian and within 200 feet of the subject property

An interested person

*To assist us in properly identifying your response, please indicate on the attached map by marking, highlighting, and/or labeling which property is under your ownership, and return map to our office together with your response form.*

MY RESPONSE TO THE SPECIFIC USE REQUEST IS (please check or circle one of the following options):

Approve of the proposed SUP request

Protest the proposed SUP request, and/or have the following comments:

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PROPERTY OWNER JENNIFER HILL

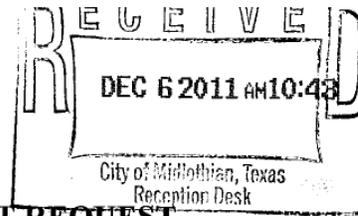
ADDRESS 713 ESCAPADE COURT

CITY STATE & ZIP MIDLOTHIAN, TX 76065

Signature: Jennifer Hill Phone No.: 972-723-0309

**Fax or Mail responses to:**

Planning Department  
City of Midlothian, Texas  
104 West Avenue E  
Midlothian, TX 76065  
Phone: (972) 775-7123 or Fax to (972) 775-7171



**RESPONSE FORM TO SPECIFIC USE PERMIT REQUEST**  
**CASE NUMBER SUP02-2011-09**  
**MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT ELECTRONIC SIGNS**

**Procedure to Respond:**

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- A Property Owner in City Limits of Midlothian and within 200 feet of the subject property
- An interested person

*To assist us in properly identifying your response, please indicate on the attached map by marking, highlighting, and/or labeling which property is under your ownership, and return map to our office together with your response form.*

MY RESPONSE TO THE SPECIFIC USE REQUEST IS (please check or circle one of the following options):

- Approve of the proposed SUP request
- Protest the proposed SUP request, and/or have the following comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PROPERTY OWNER Billy Joe Horton

ADDRESS 1009 Park Place

CITY STATE & ZIP Midlothian, TX 76065

Signature: Billy Joe Horton Phone No.: 214 906-7001

**Fax or Mail responses to:**

Planning Department  
City of Midlothian, Texas  
104 West Avenue E  
Midlothian, TX 76065  
Phone: (972) 775-7123 or Fax to (972) 775-7171