

Ryan Stevens, Place 1
Tomas Mendoza, Place 2
Steven Teschke, Place 3



James Castle, Place 4
Daniel Dennis, Place 5
Shelby St. Claire, Mayor Pro Tem, Place 6

James Clark, Mayor
CITY OF JUSTIN
CITY COUNCIL AGENDA
JANUARY 22, 2026
415 N. COLLEGE AVE.
5:30 PM

A) CALL TO ORDER

Convene into Session:
Invocation and Pledge of Allegiance
American Flag

Texas Flag: *“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible”*

B) EXECUTIVE SESSION

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

1. Under Section 551.071, to conduct a private consultation with the City Attorney regarding:
 - Justin Ranch Developers Agreement
2. Under Section 551.087 the City Council may convene in an executive session to discuss or deliberate regarding commercial or financial information that the City of Justin has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described below.
 - Discuss Project Tricycle
 - Discuss Project Parkway
 - Discuss Project Tupperware
3. Under Section 551.072, to deliberate regarding the purchase, exchange, lease, or sale of real property related to the following
 - Justin Town Square
 - Water Infrastructure

C) TAKE ANY ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION ITEM(S)

D) UPCOMING MEETINGS AND EVENT(S)

1. - Christmas Event Update
- February 2, 2026, Municipal Court @ 2 p.m.
- February 10, 2026, Parks and Recreation Board Meeting @ 6 p.m.
- February 12, 2026, City Council Meeting @ 5:30 p.m.
- February 16, 2026, City Offices Closed - President's Day Holiday
- February 17, 2026, Planning and Zoning Commission Meeting @ 6:30 p.m.
- February 17, 2026, Library Board Meeting @ 4:30 p.m.
- February 19, 2026, EDC/CDC Meeting @ 5:30 p.m.

E) WORKSHOP ITEM(S)

1. Receive a report on the Old Town Traffic Study
2. Discuss the Rate Study

F) PUBLIC COMMENT

In order to expedite the flow of business and to provide all citizens with the opportunity to speak, the mayor may impose a three-minute time limitation for each citizen to speak with a seasonal limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic. The Texas Open Meetings Act prohibits the City Council from discussing issues which the public have not been given a seventy-two (72) hour notice. Issues raised may be referred to City staff for research and/or placed on a future agenda.

G) PUBLIC HEARING(S)

1. Conduct a Public Hearing and consider first reading for adopting Ordinance 836-26 approving A-Affordable Storage Annexation; and take appropriate action.
2. Conduct a Public Hearing and consider adopting Ordinance 835-26 approving the Old Town Master Plan; and take appropriate action.
3. Conduct a Public Hearing and consider approving Ordinance 838-26, rezoning Old Town to the new designation; and take appropriate action.
4. Conduct a Public Hearing and consider adopting Ordinance 837-26, amending Section 52-315 of the Unified Development Code to include the regulatory plan and provisions for Old Town; and take appropriate action.

H) CONSENT AGENDA

Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration.

1. Consider approving City Council minutes dated December 11, 2025, and January 8, 2026; and take appropriate action.

2. Consider adopting Ordinance 830-25, second and final reading, creating a Municipal Court of Record; and take appropriate action.
3. Consider approving Ordinance 831-26 to repeal Ordinance 781-25 the Demolition Permit Moratorium and take appropriate action.
4. Consider adopting Ordinance 832-26 ordering a General Election to be held on May 2, 2026, for the purpose of electing a Mayor, Place 4, Place 5, and Place 6, City Council seats; and take appropriate action.
5. Consider approving Resolution 812-26 amending resolution 786-25 to move the Public Hearing for Impact Fees; and take appropriate action.
6. Consider approving Resolution 808-26, appointing Eric Morales to Place No. 1 on the Board of Ethics; and take appropriate action.
7. Consider approving Resolution 810-26, authorizing the City Manager to enter into an interlocal agreement with the City of Denton for the use of cooperative contracts that have been solicited and awarded by other government entities; and take appropriate action.
8. Consider approving Resolution 814-26 memorializing direction to the City Manager authorizing the execution of a Letter of Intent for the sale of real property in Justin Town Square; and take appropriate action.

I) ITEMS PULLED FROM CONSENT AGENDA

J) ACTION ITEM(S)

1. Consider approving Resolution 813-26 adopting an updated Master Fee Schedule, updating Water and Sewer rates; and take appropriate action.

K) FUTURE AGENDA ITEM(S)

L) ADJOURN

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Council of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official bulletin board at Justin Municipal Complex, 415 North College Street, Justin, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 1/15/26 by 3 p.m., in compliance with the Texas Open Meetings Act.

Amy Piukana

Amy Piukana, TRMC, City Secretary



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 1. (
PUBLIC HEARING(S)
)

Title: Conduct a Public Hearing and consider first reading for adopting Ordinance 836-26 approving A-Affordable Storage Annexation; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration.

Background:

The City has been approached for annexation related to the Aaffordable Storage property located at 11510 FM 407 W.

City Attorney Review: No

Attachments:

1. 2025.12.08 Justin Annexation Application (final)
2. 2019.07.09 Special Warranty Deed with Vendor's Lien Superstar to A-Aff
3. 25.11.24 Letter to City of Justin City Council re annexation
4. 2024.02.01 Reservation and Grant of Access Easement_Recorded
5. A-Affordable Storage Annex Exhibit 2026.01.07
6. Aaffordable Storage Annexation Ordinance

DEVELOPMENT INFORMATION

Project Location 11510 FM 407 W, Justin, TX 76247
Addition Name A-Affordable Boat, RV, & Mini Storage - Justin LLC
Legal Description A0121A C. BOEGER, TR 3, 31.5085 ACRES, OLD DCAD TR 2
Proposed Use RV & Boat Storage
Current Zoning Denton County Acreage 31.5085 Lots _____
No. New Street Intersections _____

OWNER INFORMATION

Name A-Affordable Boat, RV, & Mini Storage - Justin LLC
Address 8040 Rendon Bloodworth Rd
City Mansfield State TX Zip 76063
Phone 214-243-9426 Email mb@acs-cgb.com

For additional owners, please include additional copies of pages 1 and 2 of this application. The property owner must sign the application or submit a notarized letter of authorization.

REPRESENTATIVE/AGENT INFORMATION

Name Mitch Breeden
Address 8040 Rendon Bloodworth Rd
City Mansfield State TX Zip 76063
Phone 214-243-9426 Email mb@acs-cgb.com

CERTIFICATION AND ACKNOWLEDGEMENTS

I certify that the above information is correct and complete to the best of my knowledge and ability, and that I will be fully prepared to present the proposal at a Planning and Zoning Commission and/or City Council hearing. I reserve the right to withdraw this proposal at any time by filing a written request with the Planning & Zoning Department. I understand that the filing fee is not refundable upon withdrawal of the proposal or upon denial of the case.

Mitch Breeden

Owner Signature

12/8/2025

Date

Mitch Breeden as representative
of A-Affordable Boat, RV, & Mini
Storage -Justin LLC

Owner Name (print)

Mitch Breeden

Agent Signature

12/8/2025

Date

Mitch Breeden as representative
of A-Affordable Boat, RV, & Mini
Storage -Justin LLC

Agent Name (print)

APPLICATION SUBMITTAL REQUIREMENTS

ANNEXATION APPLICATION

The following items are REQUIRED:

- ☐ Annexation Application Form
- ☐ Application fee as required by the Justin Fee Schedule. This fee is non-refundable.
- ☐ Narrative Letter detailing why the applicant is requesting annexation and if services will be provided by the City.
- ☐ Metes and Bounds of the subject property requested for annexation.
- ☐ Map or exhibit showing the property to annexed
- ☐ Additional information may be requested by the Development Review Committee if deemed essential for review and consideration by the Planning and Zoning Commission and/or City Council.

Denton County
Juli Luke
County Clerk

Instrument Number: 81523

ERecordings-RP

WARRANTY DEED

Recorded On: July 09, 2019 03:26 PM

Number of Pages: 6

" Examined and Charged as Follows: "

Total Recording: \$46.00

***** THIS PAGE IS PART OF THE INSTRUMENT *****

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY
because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 81523
Receipt Number: 20190709000553
Recorded Date/Time: July 09, 2019 03:26 PM
User: Melissa K
Station: Station 40

Record and Return To:

Corporation Service Company



STATE OF TEXAS
COUNTY OF DENTON

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time
printed hereon, and was duly RECORDED in the Official Records of Denton County, Texas.

Juli Luke
County Clerk
Denton County, TX

**SPECIAL WARRANTY DEED
WITH VENDOR'S LIEN**

Date: July 8, 2019

Grantor: Superstar Self Storage, LLC,
a Texas limited liability company

Grantor's Address: 4709 Snowhill Court
Argyle, Texas 76226

Grantee: A-Affordable Boat, RV & MiniStorage – Justin, LLC,
a Texas Limited Liability Company

Grantee's Address: 2180 FM 1187
Mansfield, Texas 76063

Consideration: TEN AND NO/100 DOLLARS (\$10.00); and other good and valuable consideration in hand paid by the Grantee, the receipt and sufficiency of which is hereby acknowledged;

AND, THE FURTHER CONSIDERATION of the assumption, execution and delivery by Grantee, of those certain loan documents evidencing, securing and pertaining to that certain loan with an outstanding balance of \$2,143,474.00 (the promissory note evidencing such loan is hereinafter called, the "Note"), bearing interest as therein specified and being due and payable as therein provided to the order of FIRST FINANCIAL BANK, N.A. ("Lender"); and secured by the Vendor's Lien and Superior Title retained herein; and being additionally secured by a Deed of Trust dated July 8, 2019 describing the Note to the Trustee as named in the Deed of Trust; on the condition that this Vendor's Lien is cumulative of and without prejudice of or to said Deed of Trust.

Property (including any improvements):

SEE EXHIBIT A ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE

Reservations from and Exceptions to Conveyance and Warranty: This conveyance is made and accepted subject to all easements, reservations, conditions, covenants and restrictive covenants as the same appear of record in the Office of the County Clerk of the County in which the Property is situated; any apparent easements, whether visible or not, rights-of-ways and prescriptive rights, whether of record or not, to the extent that the same apply to the property described herein; rights of adjoining owners in any walls and fences situated in a common boundary; any discrepancies, conflicts or shortages in area or boundary lines; any encroachments or overlapping of improvements; and taxes for the current year and all

subsequent years, and for prior years resulting from a change in the use or ownership of the Property, the payment of which Grantee assumes. Furthermore, Grantor expressly retains, for Grantor and Grantor's successors and assigns, a reservation of all of Grantor's right, title and interest in and to all oil, gas, and other minerals of every kind and character (collectively, the "Minerals"), whether similar or dissimilar, and whether produced, mined, removed or recovered by drilling, mine shafts, strip or surface mining or any other means or methods (and including, by way of example, but without limiting the generality of the phrase "oil, gas and other minerals", all oil, gas, hydrocarbons, sulphur, coal, lignite, uranium, thorium, and other fissionable materials, magnesium and iron), in, on and under, or that may be produced, mined, removed or recovered from the Property. Subject to the terms and provisions hereof, in conducting operations of whatever nature with respect to the exploration for, exploitation of, mining, production, processing, transporting and marketing of the Minerals from the Property or in connection with the conduct of other activities associated with Grantor's ownership of the Minerals, Grantor hereby agrees not to use, enter upon or occupy any portion of the surface of the Property and not to place any fixtures, buildings or structures on the Property.

TO HAVE AND TO HOLD the Property, together with all and singular the rights and appurtenances thereto in anywise belonging, unto Grantee, its successors and assigns forever; and, subject to the above described Reservations from and Exceptions to Conveyance and Warranty, Grantor does hereby bind itself and its successors, to WARRANT AND FOREVER DEFEND all and singular the Property unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, by, through or under Grantor, but not otherwise.

Grantor expressly agrees and stipulates that the Vendor's Lien, as well as the Superior Title in and to the Property, is hereby retained against the Property, in favor of the holder of the Note until the principal of the Note, together with all accrued interest and other charges thereon, shall have been fully and finally paid according to its face, tenor, effect and reading, when this Deed shall then become absolute. The Note represents a portion of the purchase price hereof and is payable directly to the Lender, who has advanced money to the Grantor at the request of the Grantee, and in consideration thereof the Grantor does hereby SELL, TRANSFER and ASSIGN unto the Lender without recourse, its successors and assigns, the Vendor's Lien and Superior Title herein retained against the Property to secure payment of the Note, hereby fully and completely subrogating the Lender, its successors and assigns, to all rights, titles, equities and interests in and to the Note, and all liens against the Property securing payment thereof.

GRANTEE ACKNOWLEDGES THAT, EXCEPT FOR THE SPECIAL WARRANTY OF TITLE SET FORTH IN THIS DEED, GRANTOR HAS NOT MADE AND DOES NOT MAKE ANY COVENANT OR WARRANTY OF ANY KIND, EXPRESS, IMPLIED OR STATUTORY, AND THE PROPERTY IS CONVEYED AND TRANSFERRED TO GRANTEE "AS IS, WHERE IS AND WITH ALL FAULTS". GRANTOR DOES NOT WARRANT OR MAKE ANY REPRESENTATION, EXPRESS OR IMPLIED, AS TO FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, DESIGN, QUANTITY, QUALITY, LAYOUT, FOOTAGE, PHYSICAL CONDITION, VALUE, OPERATION, COMPLIANCE WITH SPECIFICATIONS, ABSENCE OF LATENT DEFECTS, OR COMPLIANCE WITH

LAWS AND REGULATIONS (INCLUDING, WITHOUT LIMITATION, THOSE RELATING TO HEALTH, SAFETY AND THE ENVIRONMENT) OR ANY OTHER MATTER AFFECTING THE PROPERTY, AND GRANTOR SHALL BE UNDER NO OBLIGATION WHATSOEVER TO UNDERTAKE ANY REPAIRS, ALTERATIONS OR OTHER WORK OF ANY KIND WITH RESPECT TO ANY PORTION OF THE PROPERTY. GRANTEE HEREBY ASSUMES ALL RISK AND LIABILITY RESULTING FROM THE OWNERSHIP, USE, CONDITION, LOCATION, MAINTENANCE, REPAIR OR OPERATION OF THE PROPERTY, WHICH GRANTEE HAS INSPECTED AND ACCEPTS "AS IS". GRANTOR SHALL NOT BE LIABLE TO GRANTEE FOR ANY CONSTRUCTION DEFECT, ERRORS, OMISSIONS, OR ON ACCOUNT OF ANY OTHER CONDITION AFFECTING THE PROPERTY, INCLUDING, BUT NOT LIMITED TO, THOSE MATTERS DESCRIBED IN THE ABOVE PARAGRAPH, AND GRANTEE AND ANYONE CLAIMING BY, THROUGH OR UNDER GRANTEE, HEREBY FULLY RELEASES GRANTOR, ITS PARTNERS, EMPLOYEES, OFFICERS, DIRECTORS, REPRESENTATIVES, ATTORNEYS AND AGENTS FROM ANY AND ALL CLAIMS AGAINST ANY OF THEM FOR ANY COST, LOSS, LIABILITY, DAMAGE, EXPENSE, DEMAND, ACTION OR CAUSE OF ACTION ARISING FROM OR RELATED TO ANY CONSTRUCTION DEFECTS, ERRORS, OMISSIONS, OR OTHER CONDITIONS AFFECTING THE PROPERTY, INCLUDING, BUT NOT LIMITED TO, THOSE MATTERS DESCRIBED IN THIS PARAGRAPH.

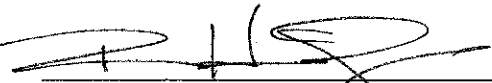
[SIGNATURE PAGE FOLLOWS]

When the context requires, singular nouns and pronouns include the plural.

Executed as of the date of the acknowledgment below, to be effective as of the date first stated above.

GRANTOR:

SUPERSTAR SELF STORAGE, LLC,
a Texas limited liability company

By: 
Robert Hudgens, Managing Member

ACKNOWLEDGMENT

THE STATE OF TEXAS

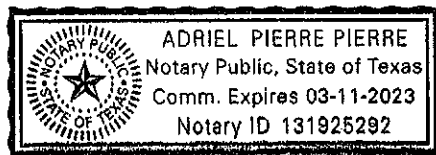
COUNTY OF DENTON

§
§
§

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Robert Hudgens, Managing Member of Superstar Self Storage, LLC, a Texas limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed and the capacity herein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 8 day of July, 2019.

[SEAL]




NOTARY PUBLIC

My Commission Expires:

3-11-23


Printed Name of Notary

AFTER RECORDING RETURN TO:

A-Affordable Boat, RV & MiniStorage – Justin, LLC
2180 FM 1187
Mansfield, Texas 76063

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

BEING 35.100 acre tract of land situated in the **CARL BOEGER SURVEY, ABSTRACT NO. 121**, in the City of Justin, Denton County, Texas, being all of that certain tract of land described in a deed to Superstar Self Storage, LLC, recorded in Document Number 2016-44786, Deed Records, Denton County, Texas and being more particularly described as by metes and bounds as follows:

BEGINNING at a 1/2 inch iron rod found for the common corner of said Superstar Self Storage, LLC tract, and a tract of land described as Tract 2, in a deed to Tom Strader and Jan Strader, recorded in Document Number 92-59269, Deed Records, Denton County, Texas, said point being in the north right-of-way line of Farm to Market Highway 407 (a 90 foot width public right-of-way);

THENCE N 89°55'58" W, along the south line of said Superstar Self Storage, LLC tract, and along the north right-of-way line of said Farm to Market Road 407, a distance of 490.03 feet to a 5/8 inch iron rod found for the common corner of said Superstar Self Storage, LLC tract, and a tract of land described in a deed to Mark H. Currie and Cynthia Currie, recorded in Document Number 2010-47456, Deed Records, Denton County, Texas;

THENCE N 00°16'24" W, along the common line of said Superstar Self Storage, LLC tract, and said Currie tract, passing the common corner of said Currie tract, and Lot 1, Block A, Currie Addition, an addition in the City of Justin, Denton County, Texas, according to the plat thereof recorded in Cabinet N, Page 107, Plat Records, Denton County, Texas, and continuing a total distance of 3119.04 feet to a 1/2 inch iron rod found for the common corner of said Superstar Self Storage, LLC tract, and said Lot 1, Block A;

THENCE N 89°42'10" E, along the common line of said Superstar Self Storage, LLC tract, and said Lot 1, Block A, a distance of 489.89 feet to a 1/2 inch iron rod found for the common corner of said Superstar Self Storage, LLC tract, and said Lot 1, Block A, said point being in the west line of said Strader tract;

THENCE S 00°16'33" E, along the common line of said Superstar Self Storage, LLC tract, and said Strader tract, a distance of 3122.16 feet to the **POINT OF BEGINNING** and containing ,528,955 square feet or 35.100 acres of land, more or less.



512 W. Hickory Street, Suite 100 · Denton, Texas 76201 | Ph 940.387.3518 · Fax 833.427.3672 · Direct Line: 940.293.2861 | Email: rbennett@hbwvllaw.com

November 24, 2025

Matthew Cyr, Via E-Mail: Mcyr@cityofjustin.com

City Council, City of Justin
415 N. College Avenue
Justin, Texas 76247

Re: *Request for Voluntary Annexation and Recognition of Legal Nonconforming Use of A-Affordable Boat, RV & Ministorage-Justin LLC's Property (11510 FM 407, Justin, Texas 76247)*

Dear Mayor and Council Members:

A-Affordable Boat & RV Storage—Justin, LLC (“A-Affordable”) owns the existing boat and RV storage facility just outside the Justin city limits on FM 407. The facility was originally approved and constructed under Denton County permits in 2016 with electrical service. Under Chapter 245 and the rule in *Harper Park Two, L.P. v. City of Austin*,¹ the project’s vested rights are fixed under the 2011 Denton County Fire Code, which **did not require automatic sprinklers** for Miscellaneous Group U carports. Despite this, Denton County now insists—years later—that A-Affordable install an automatic sprinkler system costing over **\$1,000,000** and refuses to acknowledge the vested-rights protections that apply.

A-Affordable is willing to upgrade the existing access road to **meet Justin’s standards** within a reasonable time under a Development Agreement acceptable to Justin and A-Affordable. Because the facility does not and will not utilize municipal sewer or water, utility connection would not be necessary. At Justin’s ad valorem rate of **\$0.67 per \$100** and an estimated taxable value of **\$8,300,000**, annexation would generate approximately **\$55,610** in City tax revenue in the first year.

Accordingly, we respectfully request that the City of Justin annex the property and recognize its current configuration as a **legal non-conforming use**, specifically: (1) **electrical service may continue**, and (2) **no automatic fire sprinkler system will ever be required**.

Hopefully, these general terms will provide a basis for a comprehensive Development Agreement between Justin and A-Affordable. We appreciate your consideration and are ready to provide more information as needed.

¹ 359 S.W.3d 247, 250 (Tex. App.—Austin 2011, pet. denied) (adopted by *FLCT, Ltd. v. City of Frisco*, 493 S.W.3d 238, 270 (Tex. App.—Fort Worth 2016))

Very Truly Yours,
HAYES, BERRY, WHITE & VANZANT, LLP

A handwritten signature in blue ink, reading "Ryan J. Bennett". The signature is fluid and cursive, with a long horizontal flourish extending from the end of the name.

Ryan J. Bennett

Denton County
Juli Luke
County Clerk

Instrument Number: 10366

ERecordings-RP

RESTRICTIVE COVENANTS

Recorded On: February 01, 2024 08:56 AM

Number of Pages: 13

" Examined and Charged as Follows: "

Total Recording: \$73.00

***** THIS PAGE IS PART OF THE INSTRUMENT *****

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY
because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 10366
Receipt Number: 20240131000653
Recorded Date/Time: February 01, 2024 08:56 AM
User: Kraig T
Station: Station 21

Record and Return To:

Corporation Service Company



STATE OF TEXAS
COUNTY OF DENTON

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time
printed hereon, and was duly RECORDED in the Official Records of Denton County, Texas.

Juli Luke
County Clerk
Denton County, TX

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

**RESERVATION AND GRANT OF ACCESS EASEMENT
AND RESTRICTIVE COVENANT AGREEMENT**

STATE OF TEXAS §
 §
COUNTY OF DENTON §

This Reservation and Grant of Access Easement and Restrictive Covenant Agreement (this "Agreement") is made and entered into effective as of the 31 day of January, 2024, by A-AFFORDABLE BOAT, RV & MINI STORAGE-JUSTIN, LLC, a Texas limited liability company ("Grantor").

RECITALS:

- A. Grantor owns certain property in Denton County, Texas (the "Retained Property"), described in Exhibit A attached hereto, on which Grantor has developed and constructed a boat, recreational vehicle and mini-storage facility; and
- B. Grantor also owns and desires to sell that certain tract of property in Denton County, Texas (the "Sale Property"), described on Exhibit B attached hereto, which is adjacent to the Retained Property, and Grantor desires to create, grant and reserve an access easement (the "Easement") across a portion of the Sale Property, in the area described on Exhibit C attached hereto (the "Easement Area") to provide for vehicle and pedestrian access across the Sale Property to FM 407 for the use and benefit of the Retained Property, and to place a restrictive covenant on the Sale Property restricting it from use as a storage facility exclusively for boat or recreational vehicle storage purposes.
- C. On even date herewith, the Grantor is conveying the Sale Property to S&B PARTNERS NO. 1 LLC, a Texas limited liability company ("Grantee"), and the Grantee is joining in this Agreement to evidence its consent and approval of the Easement and the Restricted Use set forth herein.

NOW, THEREFORE, for and in consideration of \$10.00 and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the covenants contained herein, Grantor hereby retains and reserves, grants and conveys the Easement across and under the Easement Area in accordance with the following terms and conditions:

1. Subject to the terms of this Agreement, Grantor hereby reserves, grants and conveys the Easement on, over, under and across the Easement Area described in Exhibit C attached hereto

for the use and benefit of the owner of the Retained Property, and its agents, employees, customers and invitees. This reservation, grant and conveyance is made subject to all matters of record affecting the Easement Area.

2. The Easement Area shall be used for vehicle and pedestrian access across the Sale Property from FM 407 to the Retained Property. The owner of the Retained Property shall have the right to immediately eliminate any encroachments into the Easement Area. The owner of either the Retained Property or the Sale Property shall have the right to pave the surface of the Easement Area and construct, install, maintain, replace any roadway improvements on, over, under or across any portion of the Easement Area (collectively, the "Road Improvements") in a manner such that the Easement Area functionally serves as an access right-of-way across the Sale Property in accordance with the requirements set forth herein. If the owner of either the Retained Property or the Sale Property desires to pave the surface of the Easement Area, the party desiring to perform such paving work shall provide the other party written notice of its intention to perform such work at least thirty (30) days prior to the planned commencement date of such paving work and said notice must be accompanied by the engineering plans for the proposed work. Any paving work to be constructed in the Easement Area must be performed and completed in accordance with all rules, regulations, specifications and/or ordinances of the City of Justin, Texas (the "City"), unless mutually agreed otherwise by the then current owners of the Retained Property and the Sale Property. The construction, installation, maintenance, replacement and removal of the Road Improvements shall be performed in a good, and workmanlike manner in accordance with all applicable laws. The owner of the Sale Property shall not construct any barriers or obstacles on or use (or grant others the right to use) the Easement Area in any way that would unreasonably interfere with use of the Easement Area for access purposes by the owner of the Retained Property, and its agents, employees, customers and invitees. The owner of the Retained Property shall not construct any barriers or obstacles nor close any access points to the Sale Property so that at no point in time shall there not be at least one (1) access point to the Sale Property.

3. No portion of the Sale Property shall be leased, sold, occupied, used, or operated by any party as a storage facility exclusively for boat and/or recreational vehicle storage purposes (the "Restricted Use"). In the event of a breach by any owner or user of the Sale Property of such Restricted Use, the owner of the Retained Property shall be entitled forthwith to full and adequate relief by injunction and/or all such other available legal and equitable remedies from the consequences of such breach, including payment of any amounts due and/or specific performance. Use of the Sale Property for purposes of a traditional self-storage facility, including storage of vehicles such as commercial trucks, vans and/or trailers used solely for moving purposes by tenants of a self-storage facility, shall not be in violation of the Restricted Use. For purposes of this Agreement, a traditional self-storage facility will be a facility similar to those operated by Public Storage, U-Haul, Cubesmart and/or Advantage Storage as long as storage of boats and/or recreational vehicles is not permitted.

4. Grantor waives any right to grant other rights, restrictive covenants and/or easements across, over or under the Sale Property or the Easement Area. Grantor and any successor owner of the Sale Property may use the Easement Area for any and all purposes which do not interfere with or prevent the use by owner of the Retained Property, and its agents, employees, customers and invitees of the Easement or the Easement Area for the purposes set forth herein.

5. The terms of the Easement and the Restricted Use granted herein are perpetual. The provisions of this Agreement are binding upon Grantor and all future owners of the Retained Property and the Sale Property, and their respective successors and assigns, and shall be covenants running with the land. The rights and benefits granted to the owner of the Retained Property under this Agreement shall inure to the benefit of and be enforceable by all present and future owners of the Retained Property (or any portion thereof). Notwithstanding the foregoing to the contrary, Grantor, on behalf of itself and all present and future owners of the Retained Property, acknowledges and agrees that the owner of the Sale Property shall have the right, but not the obligation, to dedicate the Easement Area, either by plat or by metes and bounds description, to the City and/or any other appropriate governmental authority as either a public right-of-way or a shopping center fire lane.

TO HAVE AND TO HOLD the above-described premises, together with all and singular, the rights and appurtenances thereto in anywise belonging, unto the owner of the Retained Property and of the Sale Property, and their respective successors and assigns, forever. Grantor does hereby bind itself, its successors and assigns, to warrant and forever defend, all and singular, the said premises, subject to all matters now of record affecting said premises, unto the owner of the Retained Property and of the Sale Property, and their respective successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof by, through or under, Grantor, but not otherwise.

[Signature page follows.]

EXECUTED to be effective as of the date first written above.

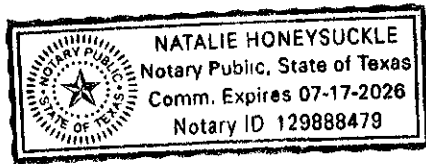
GRANTOR:

A-AFFORDABLE BOAT, RV & MINI
STORAGE-JUSTIN LLC

By: Mitch Breeden
Title: Managing Member

STATE OF TEXAS §
 §
COUNTY OF Tarrant §

This instrument was acknowledged before me on the 31 day of January, 2024, by Mitch Breeden, as the Manager of A-AFFORDABLE BOAT, RV & MINI STORAGE-JUSTIN LLC, a Texas limited liability company, on behalf of such company.



Natalie Honeysuckle
Notary Public, State of Texas

GRANTEE:

S&B PARTNERS NO. 1 LLC,
a Texas limited liability company

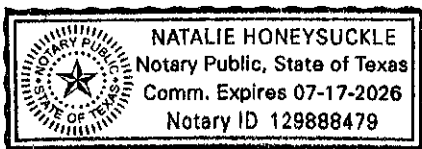
By: _____
Tony S. Austin, Manager

STATE OF TEXAS §

COUNTY OF Tarrant §

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared Tony S. Austin, the Manager of S&B Partners No. 1 LLC, a Texas limited liability company, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same as the act and deed of said company, for the purposes and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this 31 day of January, 2024.



Natalie Honeysuckle

NOTARY PUBLIC, STATE OF TEXAS

Printed Name: Natalie Honeysuckle

My Commission Expires: 7-17-26

EXHIBIT A

DESCRIPTION OF RETAINED PROPERTY

C. BOEGER SURVEY, ABSTRACT NO. 121

WARREN FERRIS SURVEY, ABSTRACT NO. 419

CITY OF JUSTIN, DENTON COUNTY, TEXAS

BEING 35.100 ACRE TRACT OF LAND SITUATED IN THE CARL BOEGER SURVEY, ABSTRACT NO. 121, IN THE CITY OF JUSTIN, DENTON COUNTY, TEXAS, BEING ALL OF THAT CERTAIN TRACT OF LAND DESCRIBED IN A DEED TO SUPERSTAR SELF STORAGE, LLC, RECORDED IN DOCUMENT NUMBER 2016- 44786, DEED RECORDS, DENTON COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2 INCH IRON ROD FOUND FOR THE COMMON CORNER OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND A TRACT OF LAND DESCRIBED AS TRACT 2, IN A DEED TO TOM STRADER AND JAN STRADER, RECORDED IN DOCUMENT NUMBER 92-59269, DEED RECORDS, DENTON COUNTY, TEXAS, SAID POINT BEING IN THE NORTH RIGHT-OF-WAY LINE OF FARM TO MARKET HIGHWAY 407 (A 90 FOOT WIDTH PUBLIC RIGHT-OF-WAY);

THENCE N 89°55'58" W, ALONG THE SOUTH LINE OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET ROAD 407, A DISTANCE OF 490.03 FEET TO A 5/8 INCH IRON ROD FOUND FOR THE COMMON CORNER OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND A TRACT OF LAND DESCRIBED IN A DEED TO MARK H. CURRIE AND CYNTHIA CURRIE, RECORDED IN DOCUMENT NUMBER 2010-47456, DEED RECORDS, DENTON COUNTY, TEXAS;

THENCE N 00°16'24" W, ALONG THE COMMON LINE OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND SAID CURRIE TRACT, PASSING THE COMMON CORNER OF SAID CURRIE TRACT, AND LOT 1, BLOCK A, CURRIE ADDITION, AN ADDITION IN THE CITY OF JUSTIN, DENTON COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN CABINET N, PAGE 107, PLAT RECORDS, DENTON COUNTY, TEXAS, AND CONTINUING A TOTAL DISTANCE OF 3119.04 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE COMMON CORNER OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND SAID LOT 1, BLOCK A;

THENCE N 89°42'1 0" E, ALONG THE COMMON LINE OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND SAID LOT 1, BLOCK A, A DISTANCE OF 489.89 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE COMMON CORNER OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND SAID LOT 1, BLOCK A, SAID POINT BEING IN THE WEST LINE OF SAID STRADER TRACT;

THENCE S 00° 16'33" E, ALONG THE COMMON LINE OF SAID SUPERSTAR SELF STORAGE, LLC TRACT, AND SAID STRADER TRACT, A DISTANCE OF 3122.16 FEET TO THE POINT OF BEGINNING AND CONTAINING ,528,955 SQUARE FEET OR 35.100 ACRES OF LAND, MORE OR LESS.

SAVE AND EXCEPT THE FOLLOWING 3.5915 ACRE PARCEL OF LAND BEING ALL THAT CERTAIN LOT, TRACT OR PARCEL OF LAND SITUATED IN THE C. BOEGER SURVEY, ABSTRACT NO. 121 AND WARREN FERRIS SURVEY, ABSTRACT NO. 419, CITY OF JUSTIN, DENTON COUNTY, TEXAS, SAME BEING A PORTION OF THAT CERTAIN 33.9681 ACRE TRACT OF LAND CONVEYED TO A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC BY DEED RECORDED IN INSTRUMENT NO. 2019-81523 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A POINT FOR CORNER IN THE NORTH RIGHT-OF-WAY LINE OF FARM TO MARKET HIGHWAY 407, SAID POINT BEING THE SOUTHWEST CORNER OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, FROM WHICH A 1/2" IRON ROD FOUND BEARS SOUTH 82° 52' 23" WEST - 0.74 FEET; SAID POINT ALSO BEING THE SOUTHEAST CORNER OF A TRACT OF LAND CONVEYED TO MARK H. CURRIE BY DEED RECORDED IN COUNTY CLERK'S FILE NO. 96-R0084469 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS;

THENCE NORTH 00° 17' 16" WEST DEPARTING THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET HIGHWAY 407 AND ALONG THE WEST LINE OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT AND THE EAST LINE OF SAID MARK H. CURRIE TRACT FOR A DISTANCE OF 357.77 FEET TO A 5/8" IRON ROD SET FOR THE NORTHWEST CORNER OF THE TRACT DESCRIBED HEREIN;

THENCE LEAVING THE WEST LINE OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT AND THE EAST LINE OF SAID MARK H. CURRIE TRACT, AND ACROSS SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, THE FOLLOWING COURSES AND DISTANCES NUMBERED 1 THROUGH 5;

- 1. NORTH 89° 35' 13" EAST FOR A DISTANCE OF 102.01 FEET TO A 5/8" IRON ROD SET FOR CORNER;**
- 2. SOUTH 00° 17' 16" EAST FOR A DISTANCE OF 99.98 FEET TO A 5/8" IRON ROD SET FOR CORNER;**
- 3. NORTH 89° 35' 13" EAST FOR A DISTANCE OF 132.85 FEET TO A 5/8" IRON ROD SET FOR CORNER;**
- 4. NORTH 00° 03' 44" WEST FOR A DISTANCE OF 74.95 FEET TO A 5/8" IRON ROD SET FOR CORNER;**
- 5. NORTH 89° 35' 13" EAST FOR A DISTANCE OF 254.62 FEET TO A 5/8" IRON ROD SET FOR CORNER, SAID POINT BEING IN THE EAST LINE OF AFORESAID A-AFFORDABLE**

BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, SAID POINT BEING THE NORTHEAST CORNER OF THE TRACT DESCRIBED HEREIN;

THENCE SOUTH 00° 14' 41" EAST ALONG THE EAST LINE OF AFORESAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, FOR A DISTANCE OF 336.56 FEET TO A POINT FOR CORNER IN THE NORTH RIGHT-OF-WAY LINE OF AFORESAID FARM TO MARKET HIGHWAY 407, FROM WHICH A 1/2" IRON WITH YELLOW PLASTIC CAP FOUND BEARS SOUTH 8° 46' 44" WEST - 0.48 FEET;

THENCE NORTH 89° 58' 00" WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF AFORESAID FARM TO MARKET HIGHWAY 407 AND ALONG THE SOUTH LINE OF AFORESAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT FOR A DISTANCE OF 489.53 FEET TO **THE POINT OF BEGINNING** AND CONTAINING **3.5915 ACRES** OF LAND, MORE OR LESS.

EXHIBIT B

DESCRIPTION OF SALE PROPERTY

3.5915 ACRE TRACT

C. BOEGER SURVEY, ABSTRACT NO. 121

WARREN FERRIS SURVEY, ABSTRACT NO. 419

CITY OF JUSTIN, DENTON COUNTY, TEXAS

BEING ALL THAT CERTAIN LOT, TRACT OR PARCEL OF LAND SITUATED IN THE C. BOEGER SURVEY, ABSTRACT NO. 121 AND WARREN FERRIS SURVEY, ABSTRACT NO. 419, CITY OF JUSTIN, DENTON COUNTY, TEXAS, SAME BEING A PORTION OF THAT CERTAIN 33.9681 ACRE TRACT OF LAND CONVEYED TO A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC BY DEED RECORDED IN INSTRUMENT NO. 2019-81523 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A POINT FOR CORNER IN THE NORTH RIGHT-OF-WAY LINE OF FARM TO MARKET HIGHWAY 407, SAID POINT BEING THE SOUTHWEST CORNER OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, FROM WHICH A 1/2" IRON ROD FOUND BEARS SOUTH 82° 52' 23" WEST - 0.74 FEET; SAID POINT ALSO BEING THE SOUTHEAST CORNER OF A TRACT OF LAND CONVEYED TO MARK H. CURRIE BY DEED RECORDED IN COUNTY CLERK'S FILE NO. 96-R0084469 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS;

THENCE NORTH 00° 17' 16" WEST DEPARTING THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET HIGHWAY 407 AND ALONG THE WEST LINE OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT AND THE EAST LINE OF SAID MARK H. CURRIE TRACT FOR A DISTANCE OF 357.77 FEET TO A 5/8" IRON ROD SET FOR THE NORTHWEST CORNER OF THE TRACT DESCRIBED HEREIN;

THENCE LEAVING THE WEST LINE OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT AND THE EAST LINE OF SAID MARK H. CURRIE TRACT, AND ACROSS SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, THE FOLLOWING COURSES AND DISTANCES NUMBERED 1 THROUGH 5;

1. NORTH 89° 35' 13" EAST FOR A DISTANCE OF 102.01 FEET TO A 5/8" IRON ROD SET FOR CORNER;

2. SOUTH 00° 17' 16" EAST FOR A DISTANCE OF 99.98 FEET TO A 5/8" IRON ROD SET FOR CORNER;

3. NORTH 89° 35' 13" EAST FOR A DISTANCE OF 132.85 FEET TO A 5/8" IRON ROD SET FOR CORNER;

4. NORTH 00° 03' 44" WEST FOR A DISTANCE OF 74.95 FEET TO A 5/8" IRON ROD SET FOR CORNER;

5. NORTH 89° 35' 13" EAST FOR A DISTANCE OF 254.62 FEET TO A 5/8" IRON ROD SET FOR CORNER, SAID POINT BEING IN THE EAST LINE OF AFORESAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, SAID POINT BEING THE NORTHEAST CORNER OF THE TRACT DESCRIBED HEREIN;

THENCE SOUTH 00° 14' 41" EAST ALONG THE EAST LINE OF AFORESAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, FOR A DISTANCE OF 336.56 FEET TO A POINT FOR CORNER IN THE NORTH RIGHT-OF-WAY LINE OF AFORESAID FARM TO MARKET HIGHWAY 407, FROM WHICH A 1/2" IRON WITH YELLOW PLASTIC CAP FOUND BEARS SOUTH 8° 46' 44" WEST - 0.48 FEET;

THENCE NORTH 89° 58' 00" WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF AFORESAID FARM TO MARKET HIGHWAY 407 AND ALONG THE SOUTH LINE OF AFORESAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT FOR A DISTANCE OF 489.53 FEET TO **THE POINT OF BEGINNING** AND CONTAINING **3.5915 ACRES** OF LAND, MORE OR LESS.

EXHIBIT C

DESCRIPTION OF EASEMENT AREA

0.1787 ACRE 30' ACCESS EASEMENT

C. BOEGER SURVEY, ABSTRACT NO. 121

WARREN FERRIS SURVEY, ABSTRACT NO. 419

CITY OF JUSTIN, DENTON COUNTY, TEXAS

BEING ALL THAT CERTAIN LOT, TRACT OR PARCEL OF LAND SITUATED IN THE C. BOEGER SURVEY, ABSTRACT NO. 121 AND WARREN FERRIS SURVEY, ABSTRACT NO. 419, CITY OF JUSTIN, DENTON COUNTY, TEXAS, SAME BEING A PORTION OF THAT CERTAIN 33.9681 ACRE TRACT OF LAND CONVEYED TO A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC BY DEED RECORDED IN INSTRUMENT NO. 2019-81523 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT A 5/8" IRON ROD SET FOR CORNER IN THE NORTH RIGHT-OF-WAY LINE OF FARM TO MARKET HIGHWAY 407, FROM WHICH A 1/2" IRON ROD FOUND BEARS SOUTH 00° 17' 16" EAST - 20.00 FEET, SAID 1/2" IRON ROD FOUND BEING THE SOUTHEAST CORNER OF LOT 1, BLOCK 1 OF CURRIE ADDITION, AN ADDITION TO THE CITY OF CORINTH, DENTON COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 2014, PAGE 31 OF THE PLAT RECORDS OF DENTON COUNTY, TEXAS, SAME BEING THE SOUTHEAST CORNER OF A TRACT OF LAND CONVEYED TO SAGE MEADOW CHRISTIAN FELLOWSHIP BY DEED RECORDED IN INSTRUMENT NO. 2022-86652 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS;

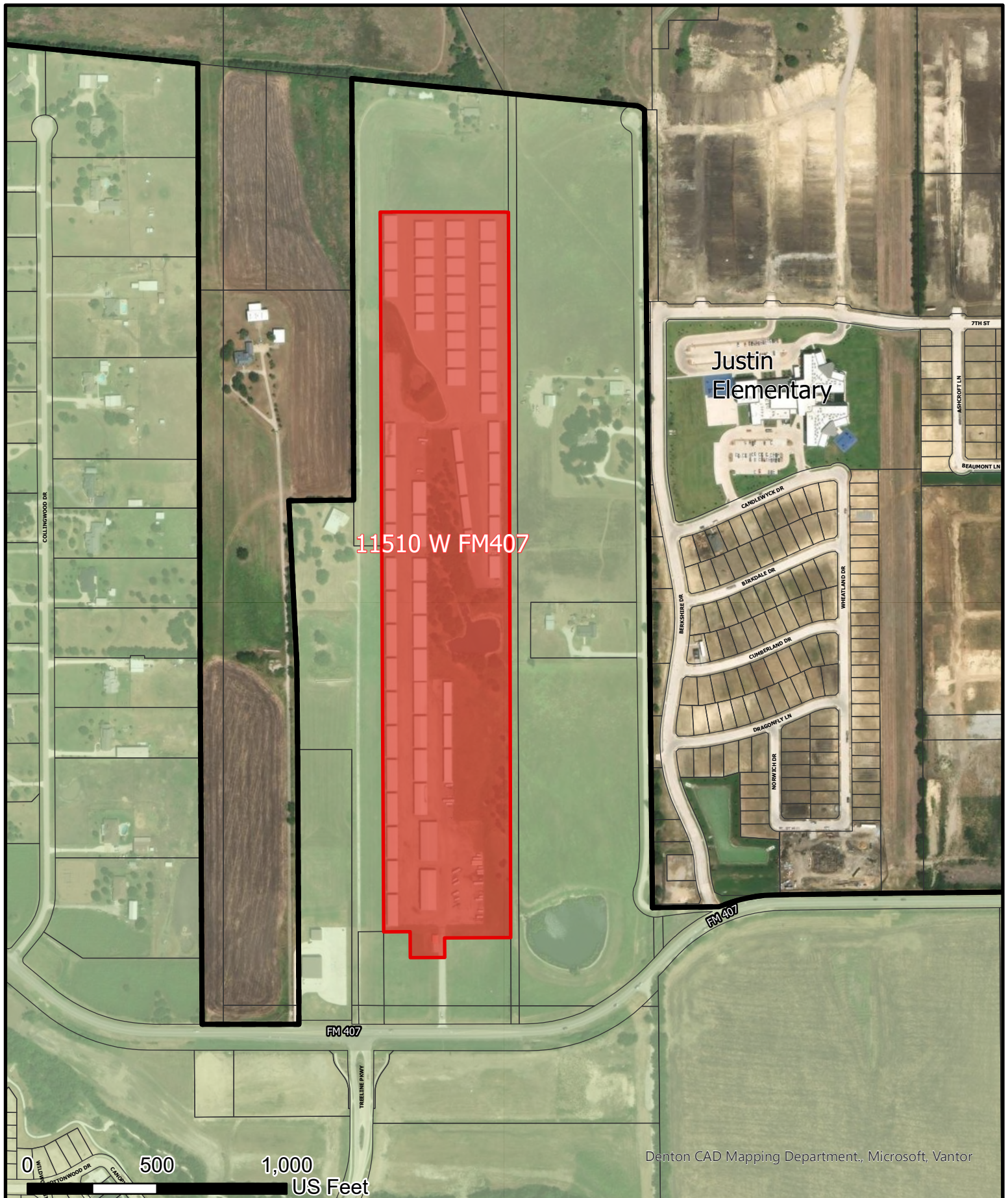
THENCE SOUTH 89° 58' 00" EAST ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET HIGHWAY 407 AND THE SOUTH LINE OF A TRACT OF LAND CONVEYED TO MARK H. & CYNTHIA CURRIE BY DEED RECORDED IN COUNTY CLERK'S FILE NO. NO. 2010-47456 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS, AND ALONG THE SOUTH LINE OF A TRACT OF LAND CONVEYED TO MARK H. CURRIE BY DEED RECORDED IN COUNTY CLERK'S FILE NO. NO. 96-R0084469 OF THE DEED RECORDS OF DENTON COUNTY, TEXAS, AND ALONG THE SOUTH LINE OF SAID A-AFFORDABLE BOAT, RV & MINISTORAGE - JUSTIN, LLC TRACT, FOR A DISTANCE OF 349.43 FEET TO THE POINT OF BEGINNING OF THE TRACT DESCRIBED HEREIN;

THENCE NORTH 00° 03' 44" WEST DEPARTING THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET HIGHWAY 407, FOR A DISTANCE OF 259.39 FEET TO A POINT FOR CORNER;

THENCE NORTH 89° 35' 13" EAST FOR A DISTANCE OF 30.00 FEET TO A POINT FOR CORNER;

THENCE SOUTH 00° 03' 44" EAST FOR A DISTANCE OF 259.62 FEET TO A POINT FOR CORNER IN THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET HIGHWAY 407;

THENCE NORTH 89° 58' 00" WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF SAID FARM TO MARKET HIGHWAY 407 FOR A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.1787 ACRES OR 7,785 SQUARE FEET OF LAND, MORE OR LESS.



Legend

- Subject Property
- Justin City Limits
- Parcels
- Justin ETJ



**A-Affordable Storage
Annexation Request
City of Justin, TX**

ORDINANCE NO. 836-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, ANNEXING INTO THE CORPORATE LIMITS OF THE CITY CERTAIN TERRITORY LOCATED IN DENTON COUNTY, TEXAS, BEING APPROXIMATELY 31.2214 ACRES OF LAND LOCATED AT 11510 FM 407, JUSTIN, TEXAS, OWNED BY A-AFFORDABLE BOAT, RV & MINI STORAGE – JUSTIN, LLC; PROVIDING THAT THE ANNEXATION IS BY VOLUNTARY PETITION OF THE LANDOWNER PURSUANT TO CHAPTER 43 OF THE TEXAS LOCAL GOVERNMENT CODE; FINDING THAT CONTIGUITY IS NOT REQUIRED FOR THIS ANNEXATION; EXTENDING THE BOUNDARIES OF THE CITY TO INCLUDE THE TERRITORY; PROVIDING FOR THE APPLICATION OF CITY REGULATIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, A-Affordable Boat, RV & Mini Storage – Justin, LLC is the owner of certain real property located in Denton County, Texas, commonly known as 11510 FM 407, Justin, Texas, consisting of approximately 31.2214 acres, more particularly described in *Exhibit “A”* attached hereto and incorporated herein (the “Property”); and

WHEREAS, the owner has submitted a written petition requesting voluntary annexation of the Property into the corporate limits of the City of Justin in accordance with Chapter 43 of the Texas Local Government Code; and

WHEREAS, the Texas Local Government Code and guidance from the Texas Municipal League recognize that, in certain circumstances, annexation by landowner petition is not required to be contiguous to the existing city limits, provided the City’s charter does not impose a contiguity requirement; and

WHEREAS, the City of Justin is a home-rule municipality whose Charter does not require contiguity for annexation by petition; and

WHEREAS, the City Council finds that annexation of the Property by voluntary request of the owner is lawful, serves a valid public purpose, and is in the best interest of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. The findings and recitals set forth above are hereby adopted as findings of fact.

SECTION 2. The territory described in *Exhibit “A”* attached hereto and incorporated herein for all purposes is hereby annexed and brought within the corporate limits of the City of Justin, Texas, notwithstanding that such territory is not contiguous to the existing city limits.

SECTION 3. Upon annexation, the Property shall be a part of the City of Justin and subject to the jurisdiction, ordinances, rules, and regulations of the City.

SECTION 4. Upon annexation, the Property shall be subject to the City’s Code of Ordinances and development regulations. Until zoning is established by separate ordinance, the Property shall be placed in the City’s default annexation zoning district in accordance with the City’s zoning ordinance.

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6. This Ordinance shall take effect immediately upon its passage and publication as required by law.

SECTION 7.

Municipal services shall be provided to the Annexation Area immediately upon the effective date of annexation, as outlined in the adopted Municipal Services Plan, including:

- Water service
- Wastewater service
- Police protection
- Fire and emergency medical services
- Solid waste and recycling collection
- Code compliance and building inspection
- Street maintenance and right-of-way management
- Park, recreation, and general governmental services

DULY PASSED by the City Council of the City of Justin, Texas, on the 11th day of December 2025.

On first reading, the 22nd day of January 2026.

On the second and final reading, the 12th day of February 2026.

APPROVED:

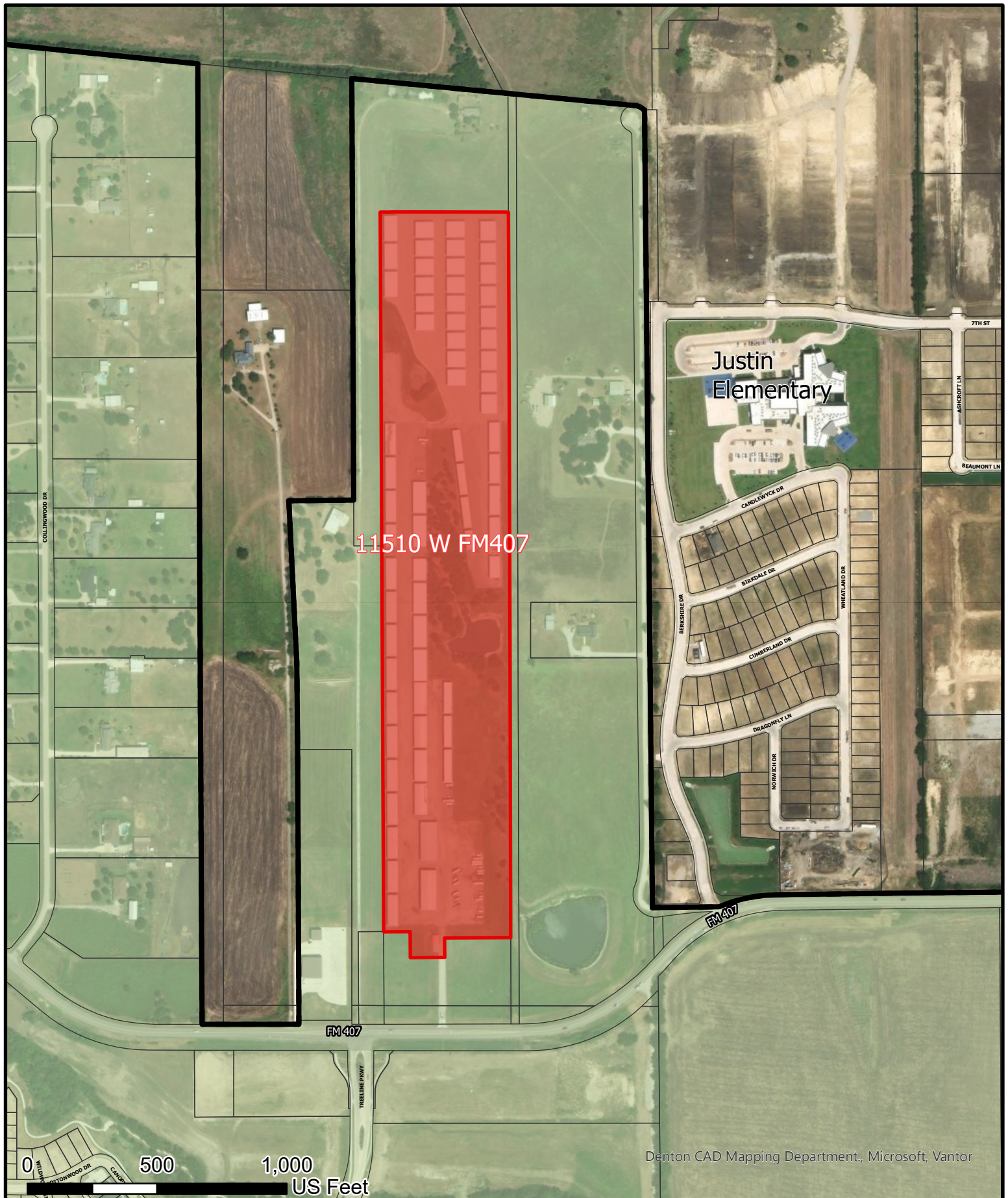
James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



Legend

- Subject Property
- Justin City Limits
- Parcels
- Justin ETJ



**A-Affordable Storage
Annexation Request
City of Justin, TX**



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 2. (
PUBLIC HEARING(S)
)

Title: Conduct a Public Hearing and consider adopting Ordinance 835-26 approving the Old Town Master Plan; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration.

Background:

On May 8, 2025, the City Council approved Phase III of the City's strategic planning deliverables. Phase III includes two major components: a Comprehensive Plan for the Old Town Area and a corridor plan for the FM 156 area. These documents were developed to provide long-range guidance for growth, preservation, and reinvestment in some of the City's most important and visible areas.

At the direction of City Council, staff was requested to bring this item back for formal consideration in January. In response, staff finalized the planning materials and coordinated the final review process with the Old Town Committee and the public.

Since the initiation of this effort, the City has undertaken an extensive public engagement and research process. This has included four Old Town Committee meetings, stakeholder interviews with residents, business owners, and property owners, three public open houses, multiple social media outreach efforts, and a regional tour of neighboring communities with established "Old Town" districts. The Old Town Committee was intentionally comprised of landowners, business owners, and residents, primarily from within the Old Town area, to ensure the plan reflects the perspectives of those most directly impacted.

On Wednesday, January 14, the Old Town Committee formally recommended adoption of all three components of the plan. As part of that recommendation, the Committee requested that the same body be reappointed within one year to re-review the Old Town Plan and provide feedback on its effectiveness and implementation.

The Old Town Master Plan establishes a clear vision for what Old Town is intended to be over the next

20 years. It balances the preservation of existing neighborhoods and historic character with opportunities for thoughtful reinvestment, redevelopment, and economic vitality. The plan provides policy direction, design concepts, and implementation strategies that will guide future zoning decisions, capital improvements, and private development within the Old Town area.

This action item requests City Council consideration of adopting the Old Town Master Plan as the City's guiding vision for the future of Old Town. Adoption formalizes the community's shared goals and provides a framework for consistent, predictable decision-making as the area evolves over time.

There are still components of the Plan that are still in draft form due to needing feedback from the Planning and Zoning Commission, which is scheduled for January 20th.

City Attorney Review: No

Attachments:

1. Master Old Town Plan Ordinance
2. Draft Old Town Justin Master Plan (1)

ORDINANCE NO. 835-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, ADOPTING THE OLD TOWN MASTER PLAN; PROVIDING FOR INCORPORATION OF THE PLAN INTO THE CITY'S PLANNING FRAMEWORK; ESTABLISHING THE PLAN AS THE GUIDING VISION FOR THE OLD TOWN AREA; PROVIDING FOR IMPLEMENTATION AND FUTURE REVIEW; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on May 8, 2025, the City Council approved Phase III of the City's strategic planning deliverables, which included the preparation of a Comprehensive Plan for the Old Town Area and a corridor plan for the FM 156 area; and

WHEREAS, the City conducted an extensive public engagement process, including four Old Town Committee meetings, stakeholder interviews with residents, landowners, and business owners, three public open houses, social media outreach, and a regional tour of neighboring "Old Town" districts; and

WHEREAS, an Old Town Committee was formed and comprised primarily of landowners, business owners, and residents from within the Old Town area to ensure the planning process reflected the perspectives of those most directly impacted; and

WHEREAS, at the direction of City Council, staff was requested to bring the Old Town Master Plan forward for formal consideration in January; and

WHEREAS, on Wednesday, January 14, the Old Town Committee formally recommended adoption of all components of the Old Town Master Plan, with the additional recommendation that the same Committee be reappointed within one year to re-review the Plan and provide feedback on its effectiveness and implementation; and

WHEREAS, the City Council finds that the Old Town Master Plan establishes a clear, long-range vision for the Old Town area, balances preservation with thoughtful reinvestment, and provides policy direction and implementation strategies to guide future decisions; and

WHEREAS, the City Council desires to adopt the Old Town Master Plan as the guiding vision for the Old Town area;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. The Old Town Master Plan attached as Exhibit A, including all associated components, is hereby adopted by the City Council as an official planning document of the City of Justin.

SECTION 2. The Old Town Master Plan shall serve as the City's guiding vision and policy framework for the Old Town area. The Plan is intended to guide future land use decisions, zoning actions, capital improvements, infrastructure investments, and private development within the Old Town area.

SECTION 3. City staff, boards and commissions, and the City Council shall consider the Old Town Master Plan in the review of zoning, development applications, capital projects, and other actions affecting the Old Town area. The Plan is advisory in nature and does not, by itself, amend zoning regulations or confer development rights.

SECTION 4. Consistent with the recommendation of the Old Town Committee, the City Council directs staff to reappoint the same Old Town Committee, or a substantially similar body, within one (1) year of adoption to re-review the Old Town Master Plan and provide feedback on its effectiveness and implementation.

SECTION 5.

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held invalid, such invalidity shall not affect the validity of the remaining portions of this ordinance.

SECTION 6.

This ordinance shall take effect immediately upon its passage and adoption.

DULY PASSED by the City Council of the City of Justin, Texas, on the 22nd day of January 2026.

On first reading, the 22nd day of January 2026.

On the second and final reading, the 12th day of February 2025.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney

OLD TOWN MASTER PLAN

UNIQUE RAIL TOWN
ESTABLISHED IN 1887

Justin, Texas

A SMALL AREA PLANNING PROJECT FOCUSED ON OLD TOWN
JUSTIN.

Prepared for:	City of Justin			
Company Name	Place Strategies, Inc.			
415 N College Avenue, Justin, Texas 76247				
940-648-2541		CityofJustin.com		
Draft Version:	11.21.25		Adopted Version:	



JUSTIN
1887

OLD TOWN PLAN

SMALL AREA
PLANNING PROJECT

- A GUIDED PLAN TOWARDS A
UNIFIED VISION
- PRACTICAL ACTIONS THAT
CONTINUE THE VISION
- A COMMUNITY PROCESS
THAT IS INCLUSIVE

—

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A short summary of the plan, how to use it, and why it matters.

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Engagement

An in-depth look at the education and public events used to craft the vision outlined from the community.

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Illustrative Plan

An illustrative view of a built out Old Town based on the vision within the Old Town Plan.

2

Existing Conditions

A snapshot look into the Old Town Area and how it is administered today.

4

Guiding Principles

The structured outcome from the engagement and outreach process that guides the decisions, plans, and policy of the Old Town.

6

Implementation

An action plan that outlines implementable actions with comparative resources to allow prioritization.



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MAYOR'S
LETTER

“OUR CITY’S PULSE DOESN’T BEAT IN CONCRETE AND TRAFFIC, IT LIVES IN THE PULSE OF OLD TOWN. IT’S WHERE STORIES BREATHE, NEIGHBORS CONNECT, AND HERITAGE HOLDS STRONG. THIS IS WHAT WE SEEK TO PRESERVE, NURTURE, AND GROW.”



JAMES CLARK

Mayor + Old Town Resident

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Establish a unique identity
that differentiates.

Business friendly
environment

Preservation of our
heritage.

OLD TOWN COMMUNITY PLANNING PROCESS TO ESTABLISH A VISION

VOICES OF THE COMMUNITY

JARROD GREENWOOD, CITY MANAGER

“Old Town is the heart of Justin—not just historically, but culturally. As we plan for growth, we’re committed to protecting the character that makes our city feel like home.”

1 INTRODUCTION

The Small Area Planning Process

A Small Area Plan is a detailed road map created with community input to guide future land use, development, and investment within a specific, smaller geographic area, such as a neighborhood or corridor. The plan provides focused, detailed strategies for issues like land use, transportation, urban design, and open space, offering specific recommendations and a shared vision to help create desirable, successful, and sustainable places.

FOCUSED SCOPE

Within the umbrella of the Imagine Justin comprehensive plan, a small area plan focuses on a specific part of a community, such as a distinct neighborhood, a commercial corridor, or a district.

COMMUNITY DRIVEN

The process involves and considers the input and vision of residents, business owners, property owners, and other stakeholders who have a stake in the area.

DETAILED GUIDANCE

It provides a higher level of detail and specific recommendations for issues unique to the area, including land use, zoning, transportation improvements, urban design, open space, and capital investments.

UNIQUE ARCHITECTURE IN OLD TOWN CREATES A UNIQUE FEEL

The Old Town residential area includes many unique architecture forms such as Victorian, Tudor, and craftsman.



JUSTIN OLD TOWN MASTER PLAN

PURPOSE OF A THE OLD TOWN JUSTIN MASTER PLAN

LOCAL CONTEXT

To address localized issues and development pressures that are not adequately covered by broader city or county-wide plans.

COMMUNITY

To create a shared road map and represent the community's specific vision for its neighborhoods and districts.

PROACTIVE

To allow neighborhoods to be proactive in identifying priorities and making specific land use and development recommendations.

CATALYST

To identify opportunities for revitalization, improved public amenities, and increased investment within the focused area.

PREDICTABILITY

To provide greater clarity and predictability for future development, land use, and investment decisions for all stakeholders.

CONSISTENCY

To establish a consistent goal across city administrations that lead to the community vision outlined in plan.

Robin Amerine - Parks & Recreation Board Chairperson

Our historic Old Town is where Justin's past meets the present. It tells the story of how we got here. Preserving Old Town keeps this story alive, for our friends and neighbors today and for the pioneers of the future who follow us.

USING THE PLAN

DECISION MAKING

Council + Commissions

Elected and appointed officials should use the Old Town Plan for consistent policy change decisions, creating new programs, and assessing zoning district change requests through the development process.

City Council and Planning + Zoning Commission make routine decisions involving the Old Town and this plan will help solidify that decision making process.

COLLABORATION

Federal and State Agencies

Federal, state, and regional agencies control different types of projects such as roadway alignments and infrastructure, regional trails, and economic development and infrastructure incentives that provide opportunity for input based on local context.

TXDOT, NCTCOG, and regional agencies use adopted policy documents to orient their plans.

PLANNING

City Administration

City staff capital planning is done yearly and can impact the overall development capacity of an area. The Old Town Plan can assist in prioritizing roadway, water, and sewer projects, roadway design and constructions, and strategic land use and ETJ planning decisions.

A clear role and identity for the Old Town helps define other areas of Justin.

It goes beyond a list of needs and instead paints a picture of what the community wants to look, feel, and be like, guiding actions toward that desired future state.



A community vision is developed through a participatory process where residents, stakeholders, and others have a voice in defining the future they want.

It looks ahead to the future, typically 5, 10, or even 20+ years, to define a desired state of being for the community.

It reflects common values and aspirations, translating them into clear goals and priorities that guide the community.

The vision serves as a foundational document, a “lighthouse,” that provides direction and a framework for long-term planning, policy making, and decision-making.

Visions often encompass aspects like quality of life, economic prosperity, community health, education, safety, and the environment.

Instead of just focusing on problems, a strong vision emphasizes community strengths and potential for growth.

The Old Town Master Plan framework can be characterized into three segments: current conditions, process and feedback, and outcomes and implementation. This structured framework provides a clear delineation of the path taken and intended outcomes that can feed the implementation items and the partnered regulatory code.

This segment of the plan is intended to provide a clear understanding of the existing conditions. It seeks to identify where we are starting from and what history has guided the community to this point. This portion of the plan can review what has worked well and identify elements that have not served the community's vision.

CURRENT DEVELOPMENT

This segment of the plan is intended to document all the community feedback garnered from the process and how it steered the plan and code that is ultimately taken forward. This portion of the plan should clearly outline the plan's outcomes and provide an explanation for implementation.

PUBLIC OPEN HOUSES

This segment of the plan is the deliverables and results produced from the process and feedback portion. Deliverables are categorized into an illustrative plan and an implementation plan, which serve as policy and vision directives.

IMPLEMENTATION PLAN

**POLICY VISION OF OLD TOWN THAT
WILL GUIDE THE FUTURE**

PLAN VS CODE - WHAT'S THE DIFFERENCE?

There is a distinct difference between policy and law that must be acknowledged when adopting plans and codes. As defined in this document, a plan is a high-level vision of the community's future.

ENFORCEABILITY

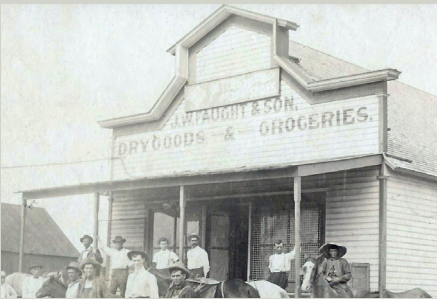
The Old Town Master Plan is an adopted policy document that can guide decision makers in making changes to ordinances and laws. This process is typically done through the legislative arm of government.

POLICY VS LAW

The Old Town Master Plan is not a law ordinance that is prescriptive of development, but a plan reference similar to a future land use plan that can be used to gauge whether a specific decision is bringing the community closer to its goal or away from it.

ADMINISTRATION

Administrators and elected officials shall primarily administer this plan and corresponding code, but in addition, the public and development community can also provide guidance that references back to the community vision to provide a consistent administration through staff and elected changes.



DIFFERENT SHAPES AND SIZES OF OLD TOWN

The Old Town area of Justin is made up of a varied mix of different architectural styles but also masses.



“AS WE LOOK FORWARD, WE HOLD ON TO WHAT MATTERS MOST: COMMUNITY, CHARACTER, AND THE CHARM THAT MAKES JUSTIN HOME FOR OUR RESIDENTS.”

MATT CYR
DIRECTOR OF DEVELOPMENT AND ECONOMIC DEVELOPMENT

APPLICABILITY TO THE CITY-WIDE COMPREHENSIVE PLAN

FUTURE LAND USE PLANNING

- Coordination and deeper understanding of the Old Town area that helps further clarify the vision that is outlined in the Comprehensive Plan.
- The Future Land Use Plan (FLUP) in the comprehensive plan provides a high-level view of the City of Justin by categorizing experience districts, but it does not provide a block-by-block look, which is prepared in this plan.

MASTER THOROUGHFARE PLANNING

- Thoroughfare planning within the City of Justin and the types of development that will benefit and fit within the street designation.
- When assessing the Old Town block by block and street by street, decisions about thoroughfares can gain more context.

STRATEGIC ACTION PLANNING

- Implementation items listed within the comprehensive plan can directly or indirectly be accomplished through the small area planning of the Old Town.
- Additional strategic action steps detailed for Old Town will support the over arching Comprehensive Plan action steps and guide staff at a more micro level.

IMAGINE JUSTIN COMPREHENSIVE PLAN

Summary
Comprehensive Plan for the City of Justin

ADDRESS
415 N College Ave
Justin, TX 76247

Place Strategies, Inc.
Catalyst Commercial
Pacheco Koch

OLD TOWN

DISTRICT PROFILE

Development Intensity
Regulatory Guidance

Residential
Commercial
Industrial

Old Town has one of the highest development ranges due to the commercial and mixed-use intensity developed as the city's original plat. This core has been the heart of commercial development for generations, and continuing to develop this area will promote more economic development.

IDENTITY + CHARACTER

Old Town is the original Justin town and has a significant historical context. Development is reminiscent of traditional main streets, and walkable mixed-use is encouraged by having buildings close to the road, street trees, and pedestrian-focused amenities that make walking comfortable.

CHALLENGES

As the original town of Justin, the infrastructure in this area is amongst the oldest in town, which can be a challenge with new development and right-sizing the services needed for higher intensity.

OPPORTUNITIES

As the historical core, this area is situated to accommodate higher intensity developments that can include mixed use which is successful in areas with plenty of services and retail. With added residential in the area, it can create a substantial amount of foot traffic that can sustain more retail businesses.

AREAS OF FOCUS

4th Street has developed as the main street and is off of the FM 156 corridor, which is highly vehicular and not conducive to downtown development. Transitioning the businesses and services into the existing residential neighborhood should also be focused on to ensure appropriate action on the edges of the commercial area.

THE IMAGINE JUSTIN COMPREHENSIVE PLAN LAID THE FRAMEWORK FOR THE CONTINUED PLANNING OF THE OLD TOWN.

COMP PLAN EXCERPT

2

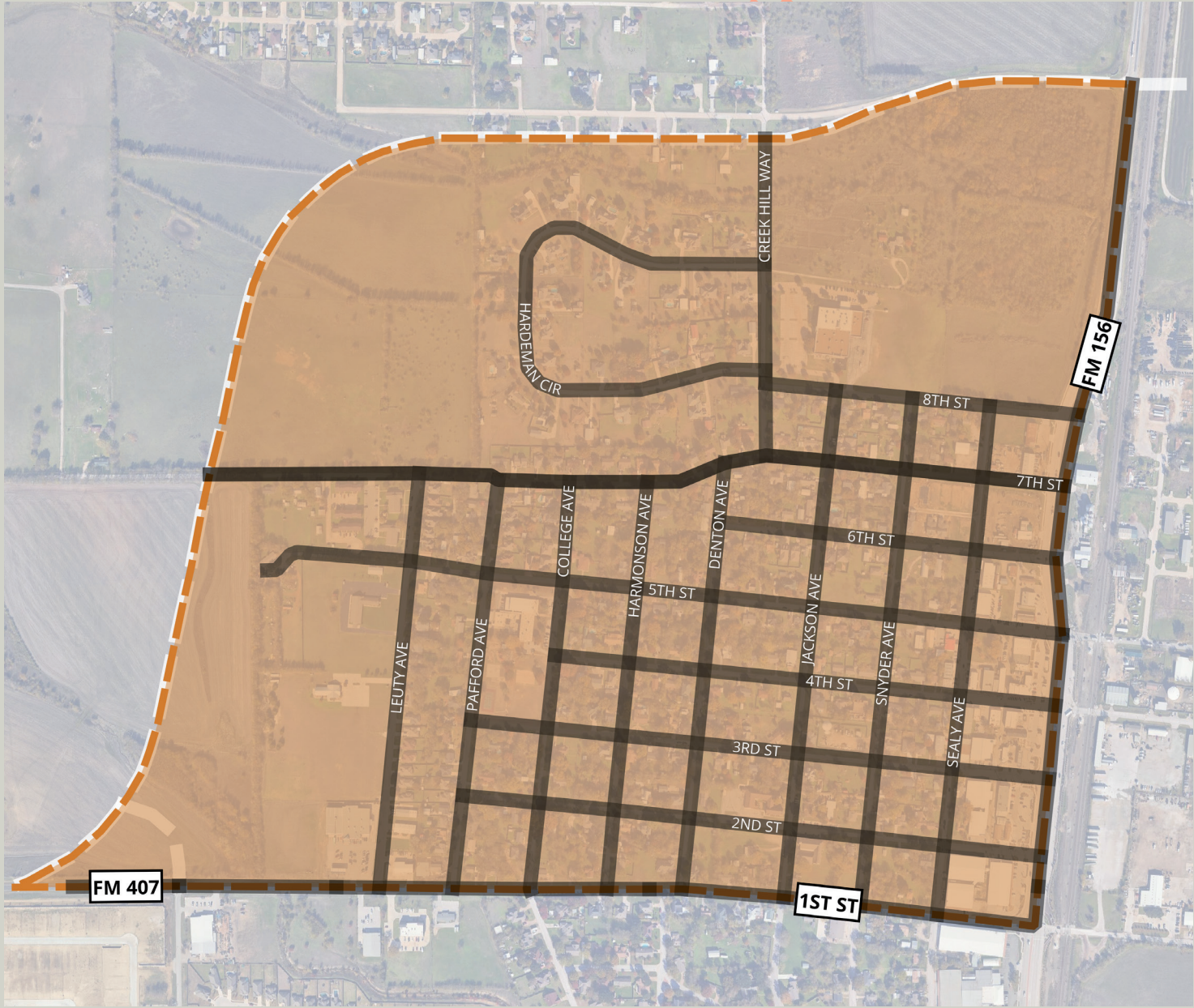
EXISTING
CONDITIONS

WHEN ESTABLISHING THESE BOUNDARIES, THE STEERING COMMITTEE CONSIDERED THE ORIGINAL TOWN PLAT AS WELL AS NATURAL AND MAN MADE BARRIERS, AND POTENTIAL GREENFIELD DEVELOPMENT THAT WOULD BENEFIT FROM BEING COMPATIBLE WITH THE OLD TOWN.

STUDY AREA

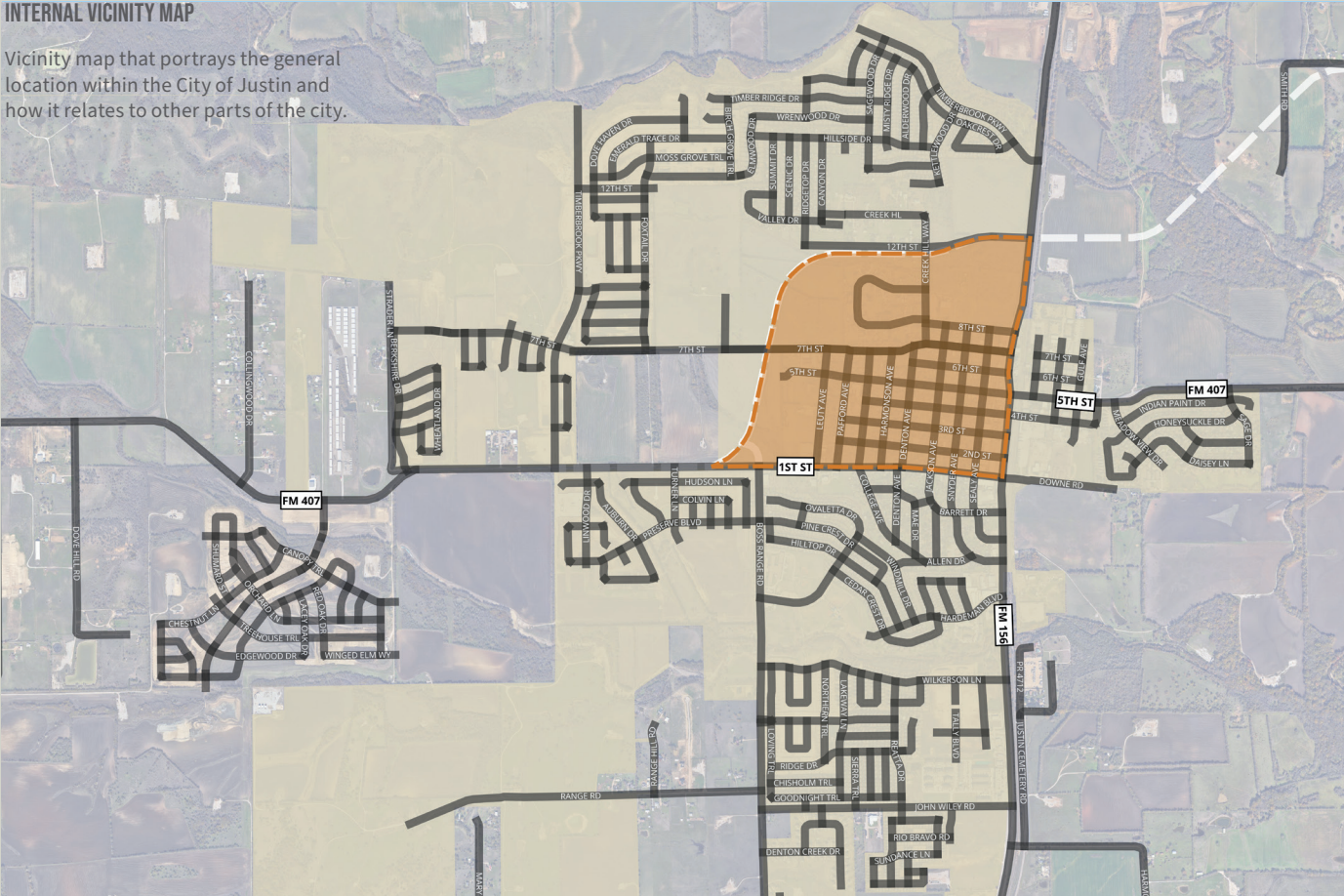
ESTABLISHED BOUNDARIES

The general boundaries of the study area are encompassed by FM 156 on the east, the FM 407 realignment on the north and west, and 1st street on the south.



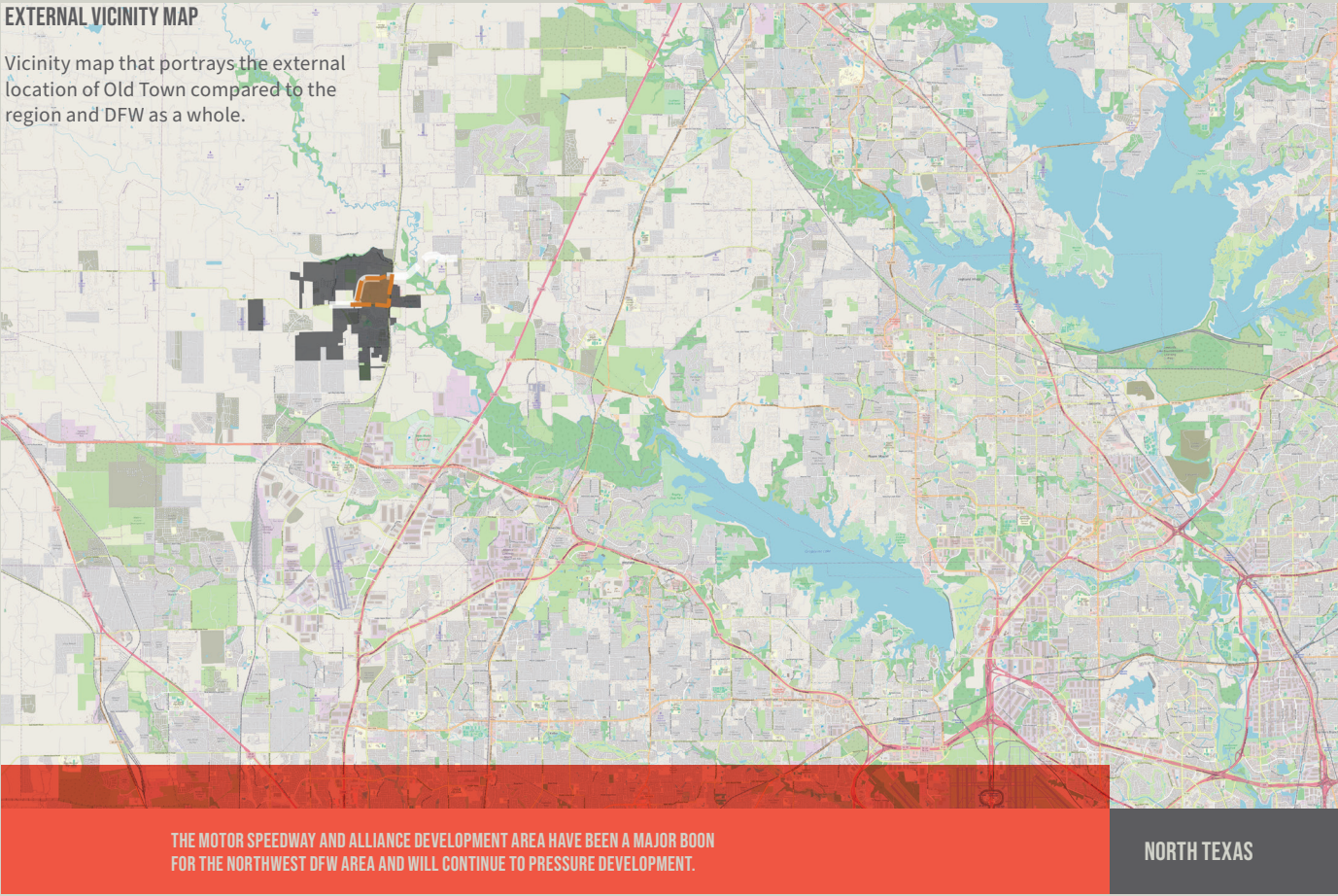
INTERNAL VICINITY MAP

Vicinity map that portrays the general location within the City of Justin and how it relates to other parts of the city.



EXTERNAL VICINITY MAP

Vicinity map that portrays the external location of Old Town compared to the region and DFW as a whole.



THE MOTOR SPEEDWAY AND ALLIANCE DEVELOPMENT AREA HAVE BEEN A MAJOR BOON FOR THE NORTHWEST DFW AREA AND WILL CONTINUE TO PRESSURE DEVELOPMENT.

NORTH TEXAS

DEMOGRAPHICS

A GROWING COMMUNITY IN NORTH TEXAS

Justin’s housing market features a blend of affordable and luxury options, vigorous growth, and a variety of styles that appeal to families and those seeking a suburban-rural lifestyle near Fort Worth.

There is significant new construction, with predicted population growth already increasing interest and housing demand. Key facts include the variety of price points, the prevalence of owner-occupied homes, and the high ranking of the local Northwest ISD schools.

- Rapid Growth: The population is predicted to more than double in the next decade, increasing housing demand.
- Owner-Occupied: The majority of residents own their homes, giving the area a distinct feel from rental-heavy suburbs.
- Family-friendly: Justin is considered family-friendly, with many neighborhoods designed with families in mind and a strong sense of community.



OLD TOWN PROVIDES A UNIQUE MARKET

HOUSING



HOUSING CONTINUES TO GROW AT AN EXPONENTIAL RATE WITH NEW SUBDIVISIONS AND CONTINUED PRESSURE FROM DFW.



INTERESTING FACTS REGARDING OLD TOWN JUSTIN

✂ French Utopian Community
Around 1848, French socialist Étienne Cabet led about 70 followers to establish an “Icarian” community in the area, which ultimately failed a year later.

💡 Historic Buildings
Justin still contains historic buildings, such as the structure dating to 1898 that is now The Country Abbey, a special event venue.

📷 Railroad Naming
The community petitioned for a post office in 1887 and named it “Justin” in honor of Justin Sherman, the chief engineer for the Santa Fe Railroad line that was being built through the area.

🏠 “Boot Capital” Nickname
While not officially tied to the boot company’s name origin, the town has a strong “western appeal” and is sometimes referred to as the “boot capital of the western world” due to local businesses like Justin Discount Boots & Cowboy Outfitters.

🚚 Agricultural Hub
The railroad’s arrival solidified Justin’s importance as a shipping point for agricultural products, with prosperous wheat and dairy farms in the region.

🌐 City Core Retail Area
Old Town Justin is the historic core of the City even though the City has continued to grow westerly which has continued to push development towards the western city limits.

6,127

CURRENT POPULATION

ESTIMATED POPULATION FOR THE CITY OF JUSTIN

City of Justin is estimated to reach 12,428 by the year 2032. This estimate continues to increase each year and shows the opportunity for a diverse and unique city center.

DEVELOPMENT PATTERNS



SUBDIVISION OF LAND

OLD TOWN JUSTIN WAS PREDOMINATELY SUBDIVIDED INTO 300 FT. BLOCKS WITH ALLEYS THAT CREATED A STANDARD GRID SYSTEM. LOT LINES VARIED DEPENDING ON INTERNAL OR CORNER LOTS AND HAD 4-5 HOUSES PER STREET SIDE.



BUILDING VARIETY



RESIDENTIAL TO COMMERCIAL BREAKDOWN

Old Town is predominately residen- tial even though it has the highest concentration of commercial within city limits.

HISTORIC NEIGHBORHOODS

The Old Town Neighborhood is made of a variety of eclectic architecture forms that are the oldest housing in the city.

AVERAGE HOME SIZE

The average housing size in Old Town is smaller than other parts of the city due to the age of the housing stock.

AVERAGE HOME AGE

The Old Town has the oldest housing stock in the City of Justin and ranges from late 1800's to some recent new builds.

ORIGINAL TOWN PLAT WAS RECORDED IN 1887

The original plat was designed in a grid like form that maximized walkability and ease of use in street naming and locating addresses.

AVERAGE LOT SIZE

While the current configuration of Old Town varies wildly, the average lot size according to the historic plat remains at 7,800 square feet.

TYPICAL STREETS

RURAL RESIDENTIAL

This street configuration ranges from 50-60 feet and does not include side- walks or curb and gutter.

MAIN STREET COMMERCIAL

This street configuration ranges from 50-60 feet and includes sidewalks, curbs and gutters, and buildings to the property line.

HIGHWAY FRONTAGE

Street configuration ranges from 80- 120 feet and includes sidewalks, buffer areas and multiple lanes as part of TXDOT right-of-way.



FAUX FACADE ADDED TO THIS 4TH STREET BUILDING WAS AN ATTEMPT TO MOVE TOWARDS A MORE WESTERN ARCHITECTURE.

4TH STREET

ARCHITECTURAL IDENTITY

RESIDENTIAL

COMMERCIAL



COTTAGE

Steep, pitched roofs with multiple gables, charming small windows, mixed natural materials, prominent chimneys, and front porches.



CRAFTSMAN

Low-pitched roof with wide, overhanging eaves, visible rafters, a large porch with tapered columns, and built-in features.



VICTORIAN

Heavy ornamentation, asymmetrical designs, towers or turrets, and vibrant colors.



TUDOR

Steeply pitched roofs, decorative half-timbering on stucco, or stone exteriors, prominent gables, tall, narrow windows, and ornate, elaborately decorated chimneys.



FARMHOUSE

A simple, practical design with elements like pitched gable roofs, an asymmetrical facade, and large, covered porches.



MISSION

Curvilinear parapets, overhanging eaves with exposed rafter tails, and deep, simple shapes, reflecting a blend of simplicity and grandeur.



THE LOOK AND FEEL OF OLD TOWN IS DEFINED THROUGH THE DIFFERENT ARCHITECTURAL STYLES AND TIME PERIODS THAT THEY REPRESENT.

THIS IS A LOOK AT THE MOST PROMINENT RESIDENTIAL TYPES IN OLD TOWN.



ART DECO

Bold geometric shapes, strong vertical lines, and a sense of lavish, modern luxury. Key features include the use of rich and modern materials like stucco, chrome, and glass, ornamental motifs such as chevrons, sunbursts, and zigzags, and streamlined, symmetrical designs often with setbacks and flat roofs.



WESTERN

False front style for commercial buildings (a decorative facade hiding a simple structure), the use of natural materials like timber and stone in styles like the Craftsman style, and the integration of landscape in styles like the Prairie School.

SMALL COMMERCIAL (TYPICAL MAIN STREET)

Common designs for small businesses are one or two-story buildings, sometimes with living quarters above the storefront. Often a rectangular, three-bay-wide, 3 1/2 story building with a gable roof.



REGARDLESS OF THE DIFFERENT ARCHITECTURAL STYLES AND TIME PERIODS, THERE ARE CONSISTENT ELEMENTS ALONG 4TH STREET SUCH AS BUILDING PLACEMENT AND AWNINGS.

4TH STREET

3

ENGAGEMENT

Gathering Local Knowledge was a central part of the entire engagement process.

Outreach involves providing information to the public about an issue, opportunity, or decision. It is essential for raising awareness and inviting initial participation, especially for those who might not actively seek out planning information through traditional channels.

Residents offer unique, personal knowledge and experiences that can lead to more practical and tailored solutions.

STEERING COMMITTEE

A project specific committee to act as the primary sounding board for the Old Town Master Plan as well as the Old Town Zoning Code. Committee was made up of a diverse array of residents in the community and business owners.

COMMISSION AND COUNCIL

The City Council and Planning and Zoning Commission are the decision making body and the recommending body of development and planning adopted documents that affect the zoning ordinance.

STAKEHOLDERS

Individual residents and business owners were interviewed through the process to evaluate areas of improvement or areas that should be preserved due to great performance.

PROCESS OVERVIEW

The overall engagement and outreach was multi-faceted throughout the process and included group and individual settings, interactive and digital methods, and validation of previous community feedback.

OPEN HOUSES

Three separate open houses were held to showcase project process and provide the general public a forum to provide feedback and ask questions to the city or consultant team.

ONLINE PROJECT SITE

Throughout the process, a project site was created to allow residents to stay informed based on their schedule. Project specifics such as time line, drafts, and interactive maps are available for display.

PREVIOUS ENGAGEMENT

Leading up to this Old Town Plan there had been previous engagement such as the Comprehensive Plan, Unified Development Code, and other development projects that provided additional data points that were used for the Old Town Plan.

ROBUST ENGAGEMENT PROCESS

Engagement goes beyond mere information dissemination. It is an ongoing, collaborative process that builds relationships and seeks to incorporate community input into the actual decision-making and implementation of the plan.



STEERING COMMITTEE

OLD TOWN MASTER PLAN

James Castle	James Castle is a City of Justin Council member and Old Town property owner.
Mike Russ	Mike Russ is a Justin resident and a member of the CDC and EDC groups.
Coltin Sherrill	Coltin Sherrill is a Justin resident and Old Town business owner.
Jeremy Hill	Jeremy Hill is a long time Old Town Resident and a historic preservation enthusiast.
Greg Davis	Gary Davis is a Justin resident and member of the Planning and Zoning Commission.
Carla Hardeman	Carla Hardeman is Old Town resident and long-term landowner in Justin.
Jason Palmer	Jason Palmer is a Justin resident and member of the Parks Board.

DIFFERENT PERSPECTIVES

THE STEERING COMMITTEE WAS APPOINTED BASED ON DIFFERENT BACKGROUNDS TO ACCOUNT FOR THE MANY WAYS PEOPLE INTERACT WITH THE OLD TOWN AREA.

OLD TOWN JUSTIN MASTER PLAN

ELECTED AND APPOINTED FEEDBACK



PUBLIC MEETINGS

WORK SESSIONS

PUBLIC HEARINGS

04

TOTAL MEETINGS
HELD WITH THE FULL
CITY COUNCIL GROUP
THROUGHOUT THE
PROCESS.

CITY COUNCIL

The Justin City Council is the final approval of the Old Town Master Plan and is the municipal approval body for most decisions in the City of Justin. Convening the City Council requires mandatory public notice and all applicable open meetings laws to be complied with.

FINAL APPROVAL

ELECTED GROUP

INCLUDES JOINT PUBLIC WORK SESSIONS WITH
PLANNING AND ZONING COMMISSION

03

TOTAL MEETINGS
HELD WITH THE
FULL PLANNING AND
ZONING COMMISSION
GROUP THROUGHOUT
THE PROCESS.

PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission (PZC) is an appointed municipal group that is charged with advising and recommending on planning and development policy to the City Council for their approval.

The PZC uses land use and other adopted document to base their decisions on zoning.

RECOMMENDING BODY

APPOINTED GROUP

INCLUDES JOINT PUBLIC WORK SESSIONS WITH
CITY COUNCIL.

OLD TOWN MASTER PLAN

STAKEHOLDERS

INDIVIDUAL INTERVIEW BREAKDOWN

7	Residents	Priority topics included rural feel of the residential neighborhood, more options for shopping and dining, and historic preservation.
4	Business Owners	Priority topics included building flexibility, strategic parking initiatives, and more walkability.
3	Appointed or Elected Officials	Priority topics included a sense of identity, higher variety of dining and entertainment, and overall more vibrant downtown.
2	Developers and Builders	Priority topics include more administrative procedures with more specific regulations, more walkability, and more predictability.
3	Old Town Residents	Priority topics include preservation of existing residential homes, more entertainment in Old Town but not mixing into residential.

BENEFITS OF INDIVIDUAL INTERVIEWS DURING A PLANNING PROCESS.

Individual interviews offer the benefits of in-depth, honest responses, direct interaction with participants, and the ability to explore complex topics in a small area planning project.

They allow for a deeper understanding of residents’ experiences, beliefs, and concerns by using open-ended questions and nonverbal cues to gain richer qualitative data, which may not be possible through surveys or focus groups alone.

HIGHER QUALITY DATA

Skilled interviewers can explain the purpose of the interview, clarify questions, and probe responses to get more thoughtful and honest answers.



Face-to-face interviews build rapport quickly, creating a comfortable environment for the participant to share their honest opinions.

ONLINE
PROJECT SITE

THE ONLINE PROJECT SITE
ALLOWS FOR 7 DIFFERENT
WAYS TO INTERACT WITH
THE OLD TOWN AND FM 156
CORRIDOR PROJECTS

7

INTERACTIVE TOOLS
TO BETTER ASSESS
COMMUNITY FEEDBACK
IN MULTIPLE FORMATS

SCREENSHOTS OF LIVE PORTIONS OF THE PROJECT SITE

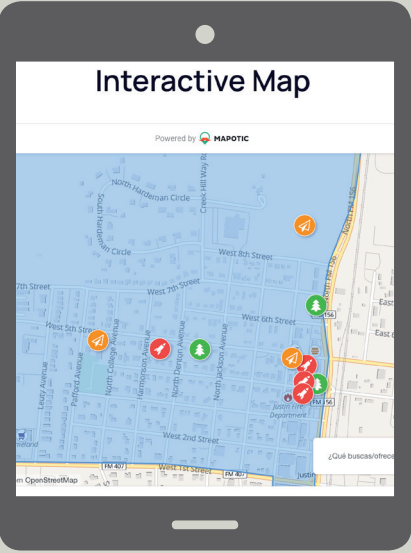


A 24/7 ONLINE HUB FOR ALL PROJECT RESOURCES
AND OPPORTUNITIES TO BE INVOLVED.

Online platforms remove traditional barriers to participation like fixed meeting times, transportation issues, or physical disabilities, allowing residents to contribute at their convenience from anywhere. This inclusivity helps gather input from a more diverse cross-section of the community, including younger individuals, people who work during traditional meeting hours, and those with family obligations.

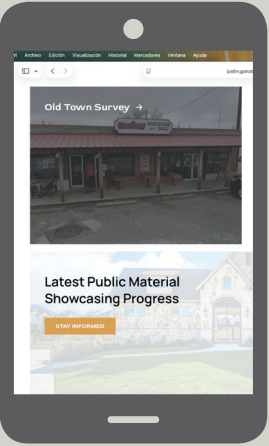
- 1 Online mailing list to stay informed throughout the process is available on the project site.
- 2 Educational and informational items listed out through the website that lays out the basics of the planning project.
- 3 All open house materials and boards are posted on the website for viewing after the live event.
- 4 Contact information for the planning project staff members is listed on the website for additional communication.

By leveraging a hybrid approach that combines online methods with traditional in-person interactions, small area planning projects can ensure broad and meaningful participation, leading to stronger community ties and more resilient, equitable, and vibrant neighborhoods.



LIVE INTERACTIVE MAP

The interactive map was live throughout the year-long process and included comments regarding historic buildings, walkability, and potential open spaces. All comments from open houses were also added to the map.



COMMUNITY SURVEYS

The community surveys were designed to allow online participants that same opportunity as participants from the open house and selected public boards that indicated types of developments.

- 5 Interactive Map is provided with a helpful video on how it works. This map allows for participants to post ideas to specific geographic areas.
- 6 Old Town Community Survey is an interactive survey based on the Old Town area and the types of development that could be appropriate. The survey is intended to provide a similar experience to the open house.
- 7 FM 156 Corridor Survey is an interactive survey based on the FM 156 corridor and the types of developments that could be appropriate. The survey is intended to provide a similar experience to the public open house.

INCREASED ACCESSIBILITY AND REACH

JUSTIN OLD TOWN PLAN
USED A HYBRID APPROACH
INCLUDING LIVE AND
DIGITAL FORMATS.

COMMUNITY OWNERSHIP AND SUPPORT

COMMUNITY
FEEDBACK

PUBLIC OPEN HOUSES
ARE CRUCIAL BECAUSE
THEY FACILITATE DIRECT
COMMUNITY ENGAGEMENT,
ALLOWING PLANNERS
TO GATHER VALUABLE
FEEDBACK, BUILD TRUST,
AND INFORM RESIDENTS
ABOUT COMPLEX PLANS IN
AN ACCESSIBLE FORMAT.

THREE (3) OPEN
HOUSES WERE HELD
THROUGHOUT THE
PROCESS FOR CITIZEN
INPUT



COMMUNITY MEETINGS WERE
HELD IN DIFFERENT VENUES

Attendance varied through the process
and public meetings were held in several
different locations in town to facilitate
attendance.

PUBLIC MEETINGS
ALLOWED FOR DIVERSE
DISCUSSIONS.

INTRODUCTORY OPEN HOUSE

Event based on understanding the
basics of the process, time line, and
verbiage. In addition, why residents
and business owners should care
about this initiative.

DESIGN ELEMENTS OPEN HOUSE

Event based on understanding design
elements and functional attributes in
Old Town as well as in a future code.

MASTER PLAN ELEMENTS OPEN HOUSE

Event based on understanding the
highlights and concepts of the master
plan and how it is applied.

PLAN AND CODE PUBLIC HEARING

Event based on state regulations when
amending policy documents that will
impact land use and future decisions
on development.



PUBLIC OPEN HOUSE FOCUSED ON DEVELOPMENT TYPES AND INCLUDED
SEVERAL COMMITTEE MEMBERS, STAFF, AND RESIDENTS.

AUGUST 2025

- PURPOSE-DRIVEN
- ALIGNED WITH CORE VALUES
- AMBITIOUS AND ACHIEVABLE

4 GUIDING PRINCIPLES

A STRONG VISION PLAN STARTS WITH “THE WHY”

THE FUNDAMENTAL REASON FOR THE OLDTOWN’S EXISTENCE. THIS PURPOSE SHOULD MOTIVATE BOTH RESIDENTS AND BUSINESS OWNERS.

Guiding principles for a vision plan are high-level, values-based statements that provide a framework for decision-making and ensure consistency toward a shared future goal.

They should be clear, aspirational, and aligned with the Old Town’s core values and mission. Key principles include being future-focused, inspiring, feasible, and defining the expected behaviors of the team as it pursues the vision



- 1 Strategic**
The principles should act as an evaluation framework for decisions, helping to filter opportunities and prioritize actions that will advance the vision.
- 2 Inspiring**
The principles should motivate and engage people, creating a sense of shared purpose and commitment to the cause.
- 3 Simple**
The language should be concise, easy to understand, and free of jargon to ensure it can be easily communicated and remembered by everyone.

OLD TOWN JUSTIN IS MORE THAN JUST 4TH STREET

OLD TOWN VALUES

OLD TOWN GUIDING PRINCIPLES ARE MEANT TO KEEP MOMENTUM OVER TIME.

BY PROVIDING AN ADOPTED VISION POLICY, RESIDENTS AND BUSINESS OWNERS ARE ABLE TO ALIGN THEIR PLANS WITH THE COMMUNITY VISION THAT HAS BEEN VETTED AND AGREED UPON BY ELECTED LEADERS.



SUCCESSFUL RAIL TOWN

Live, Work, and Dine

Preserve historic character while adding complementary development and a walkable shopping, dining, and entertainment district.



NEIGHBORHOODS

Livability and Community

Maintain traditional neighborhoods and a rural feel through clear transitions between commercial and residential areas.



COMMUNITY VISION

Shared Success over Time

Establish an Old Town Vision to guide development, redevelopment, and rehabilitation toward connected and flexible outcomes.

COMPILED BASED ON COMMUNITY DISCUSSIONS.

OLD TOWN JUSTIN IDENTITY IS A UNIQUE ASPECT THAT FEELS DIFFERENT.

OLD TOWN UNIQUENESS IS BASED ON A SHARED HISTORY

Due to the different periods in which the Old Town developed as a rail town - the neighborhood has preserved its grid street system, unique one-off architecture and general rural feel.

APPLICABILITY

There are many practical applications regarding the guiding principles. Listed below are the most prominent examples of practical applications.



FISCAL BUDGETING



ZONING CHANGES



NEW DEVELOPMENTS



ECONOMIC DEVELOPMENT



NEW PROGRAMS



MARKETING

NEW DEVELOPMENTS

GUIDING PRINCIPLES PROVIDE A BASELINE FOR DECISIONS ON NEW DEVELOPMENTS.

In certain situations with economic incentives or zoning changes - the guiding principles can provide a lens to assess whether the development is moving those forward or backward.

OLD TOWN STEERING COMMITTEE

PROCESS



THE GUIDING PRINCIPLES WERE COMPILED THROUGH PUBLIC OPEN HOUSE DISCUSSIONS AND IN DEPTH CONVERSATIONS ON OLD TOWN'S VALUES WITH THE STEERING COMMITTEE.



SPECIFIC TOPICS THAT LEAD TO THE GUIDING PRINCIPLES.



Residential Protections

Having a clear delineation between residential and commercial areas was an issue regarding late hours and loud music.



Flexibility with Older Structures

Older structures within the area have been an issue in the past and providing flexibility will encourage adaptive reuse.



Vibrant Entertainment Area

Providing residents with a dining and entertainment district in Justin is vital for retaining sales tax.



Walkability in Destination Area

Providing a walkable destination that would provide a park-once and explore Old Town is a driving factor.



Transitions with FM 156 and FM 407

The transition between high traffic on state roadways and the Old Town feel should be stepped down.



Rural Character in Residential

Preserving the rural character and feel of the residential was highly regarded with no sidewalks.

5 ILLUSTRATIVE PLAN

SETTING A VISION

This illustrative plan sets a tone and guidelines for development within Old Town. There are many ways to achieve this through many different development ideas.

These visioning concepts help graphically illustrate creative ways to achieve a range of goals and expectations for Old Town.



THE OVERALL ILLUSTRATIVE PLAN HIGHLIGHTING KEY ATTRIBUTES FOR
OVERALL SUCCESS OF OLD TOWN DEVELOPMENT

ILLUSTRATIVE PLAN

5.1
LAND PLAN

OLD TOWN CORE
OPPORTUNITIES

WALKABLE SPACES AND MIXED-USE DEVELOPMENT SUPPORT THE CHARACTER OF THE OLD TOWN CORE.

PAYING ATTENTION TO INFILL OPPORTUNITIES AND COMMUNITY BENEFITS ARE PRIORITY.



Shared street on 4th St can provide flexibility



Walkable streets support mixed uses



Pocket park or small gathering space

PROMOTING GROWTH WITHIN THE CORE AND LIMITING
IMPACT TO THE OLD TOWN NEIGHBORHOOD

The traditional neighborhood in Old Town is protective of its rural character, but the residents understand the business needs of collective impact within the Old Town commercial core. This illustrative plan explores infill development or using vacant or underutilized space for additional building footprint to explore where new construction could fit within the current development pattern.

Providing key elements of placemaking, such as sidewalks, street trees, gathering spaces, shared parking areas, etc., within a specified area east of Snyder Street identifies a strict boundary to help preserve a rural character west of Snyder. This includes a reinvention of Sealy Avenue to promote walkability North-South, introducing shared parking areas, and terminating the roadway on a new location for entertainment and hospitality north of 8th Street.

Lining shared parking with mixed-use buildings, such as incubator retail with shared office space or lofts above, would provide a meaningful

edge to the street.

Providing a shared street, or street plaza, on 4th Street between Sealy Avenue and FM 156 will provide a central gathering spot for community events, while still allowing parking during regular work hours. Having a shared street program promotes flexibility and provides continued support for community events.

Utilizing alleys to access additional parking and providing pedestrian access between blocks creates a fun opportunity to feature murals, string lighting, and safety for casual visitors to the area.

As development is introduced west of Sealy Avenue, a focus on small-lot housing, non-retail uses, and continued promotion of alleys for rear parking will be key to supporting walkability. This is a good area for townhouses, pocket neighborhoods, and some live-work type housing units.

- A** Promote Mixed-Use Streets
Reinvent Sealy Avenue as a walkable street to connect Old Town and offer a strong transition between traditional neighborhood and Old Town commercial.
- B** Sense of Place
Create public gathering spaces in key locations to support events, attractions and local businesses.
- C** Opportunities to Expand
Consider and recruit development for an entertainment and hospitality hub at the North end of Old Town.
- D** Shared Parking for Local Businesses
Introduce shared parking options in largely vacant lots to support growth of entertainment and food/beverage establishments.
- E** Amenitize the Floodplain
Provide public amenities by requiring flood plain edges to be used for valley storage and trail connections through development.



WITHIN THE NORTHERN PART OF THE CORE, THERE ARE AMPLE OPPORTUNITIES TO SUPPORT INFILL DEVELOPMENT AND COMMUNITY BENEFITS

OLD TOWN CORE

5.1
LAND PLAN

FIRST STREET
OPPORTUNITIES

AS FIRST STREET TRANSITIONS FROM A TXDOT THOROUGHFARE TO A LOCAL STREET, THE CONTEXT OF THE DEVELOPMENT CAN ADAPT TO A WALKABLE STREET.



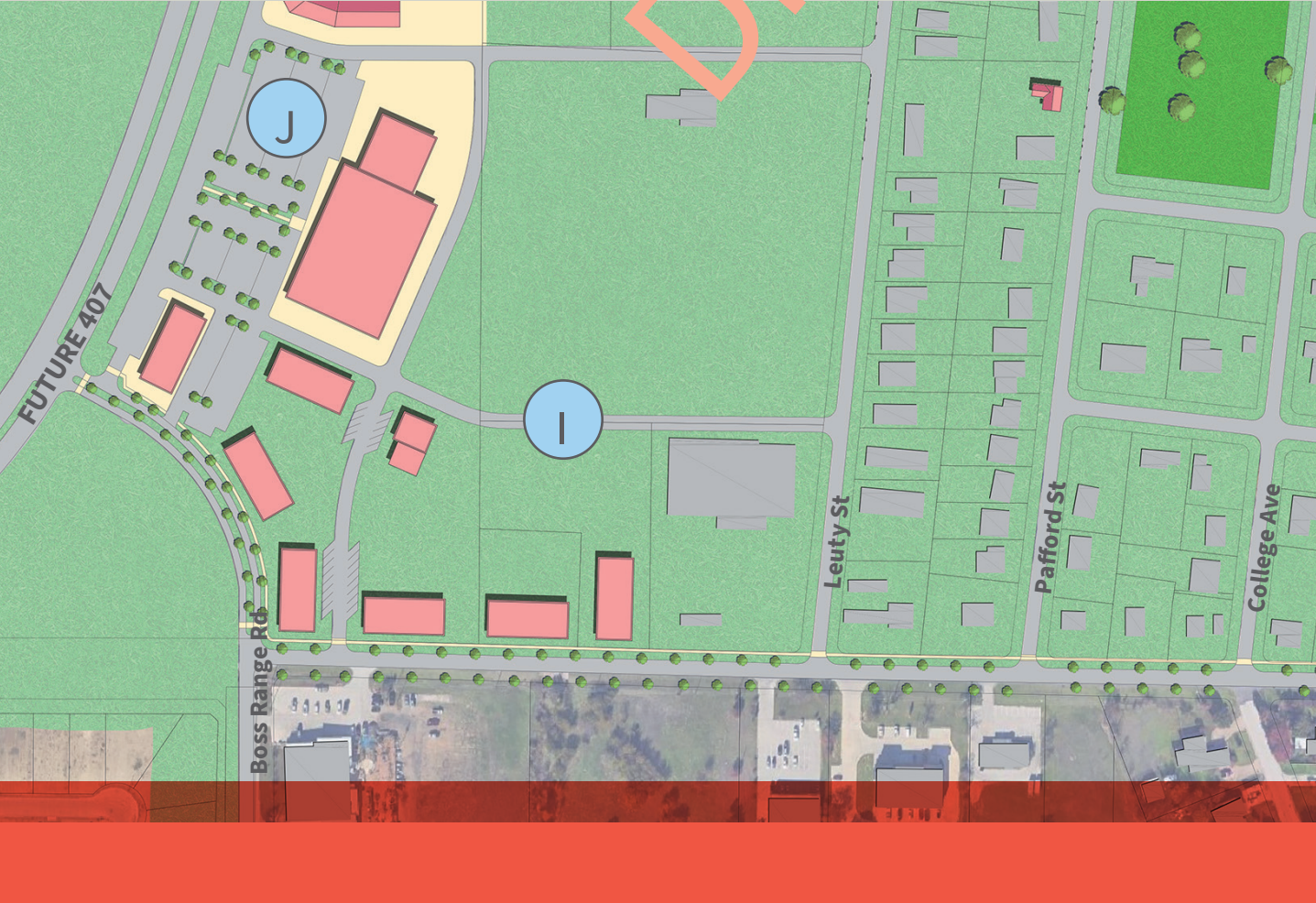
Shared street on 4th Street can provide flexibility



Pedestrian paths connect neighborhoods to parks and schools
Photo by Eddie Moore/Albuquerque Journal, Zumapress.com



Pocket neighborhood development



RESIDENCES AND SMALL BUSINESSES ARE SUPPORTED
BY INVESTMENTS IN INFRASTRUCTURE

To support the residents of Old Town, promote easy access to parks, the Old Town commercial core, and nearby schools.

As First Street (FM 407) is replaced by a future FM 407, there is an opportunity to redesign this roadway to support sidewalks and multi-use trails connecting Old Town to neighborhoods south, schools, and parks. This will further support walkability and reduce some vehicle traffic in

Old Town. Additional on-street parking within the proximity of commercial areas along this street will also provide better context and expand the developable area for businesses.

As new residential is introduced, incorporating pocket neighborhoods can soften the edges of new small residential housing types, promote attainable housing prices, and create small common areas

designed to enhance the rural character in the area.

Introducing walkable trail connections between City Hall Park, City Hall, and the Old Town commercial core will provide accessible paths without sacrificing the rural character of the roadways. These paths would be ideal in the alleys between 3rd and 5th Streets from College Avenue to Sealy Avenue.

F

Home Development on Vacant Lots
Allow for infill housing and pocket neighborhoods where common open space is provided to fill in vacant or underutilized residential lots.

G

Future of First Street
Reinvent First Street to be a local mixed-use street that allows for a variety of heritage uses that will support Old Town residents and visitors.

H

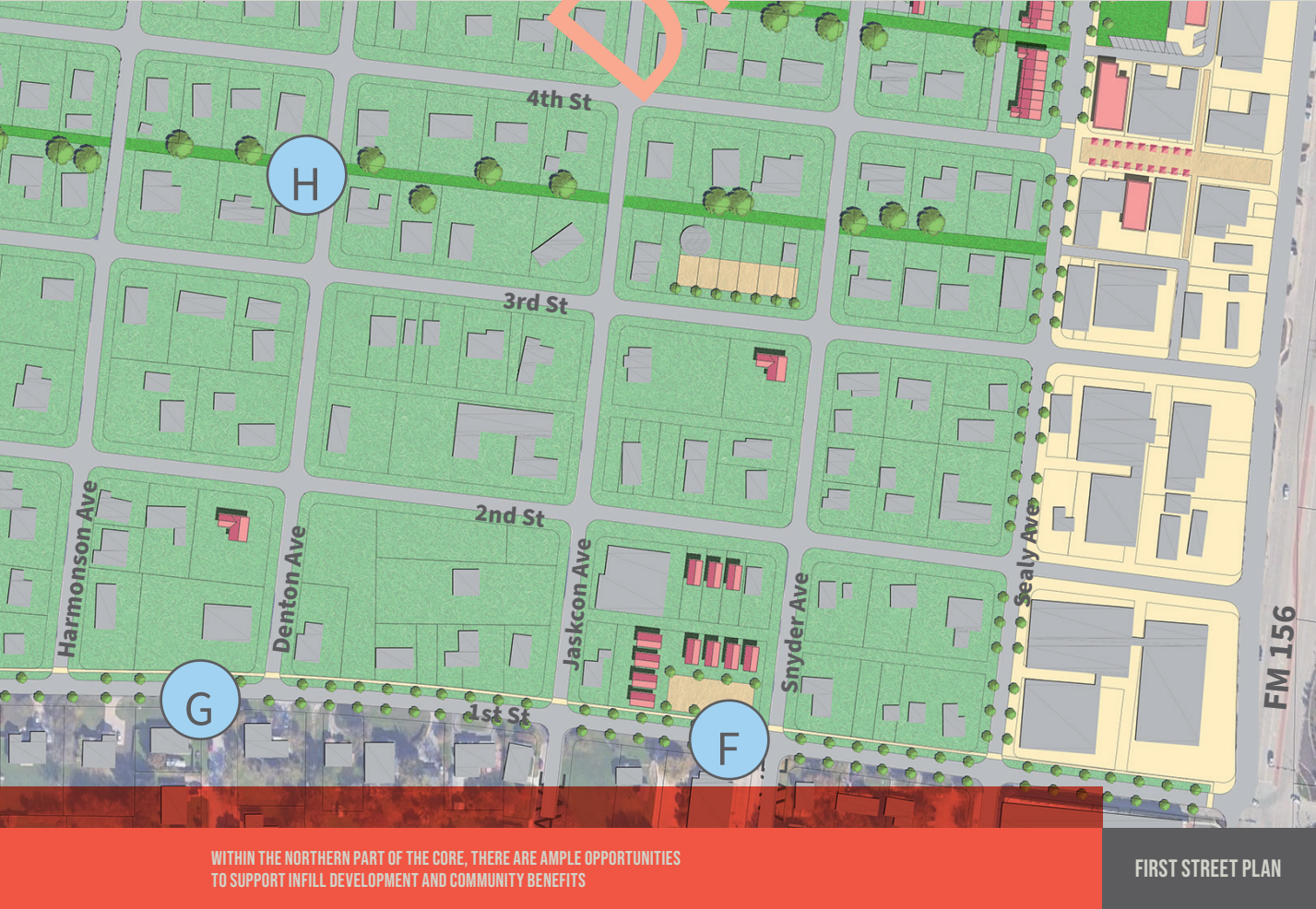
Trail Connections for Old Town
Provide trail connections between Old Town and City Hall Park, then look at expanding beyond Old Town. Consider unused alleys as safe passageways for pedestrians.

I

Maximize Connectivity
Create connections with streets and trails that promote local traffic patterns, instead of relying on TxDOT highway for access to development.

J

Regional Commercial Development
When the future FM 407 is built, opportunities for new development will be supported by the new access. As development is planned, focusing on extending the traditional grid and utilizing slip lanes to build smaller block sizes.



WITHIN THE NORTHERN PART OF THE CORE, THERE ARE AMPLE OPPORTUNITIES TO SUPPORT INFILL DEVELOPMENT AND COMMUNITY BENEFITS

FIRST STREET PLAN

5.2 MOBILITY

EXTENDING THE OLD TOWN GRID

CONTINUE TO CONNECT NEW STREETS, LIMIT CUL-DE-SACS, SUPPORT WALKABLE CONNECTIONS BETWEEN PARKS, SCHOOLS, NEIGHBORHOODS AND ATTRACTIONS

MOBILITY SUPPORTING LOCAL MOVEMENT OF PEOPLE

This mobility plan introduces key connectivity updates for the Old Town area. Supporting connectivity for Old Town residents and improving pedestrian conditions for the Old Town commercial core are key elements.

- Local Connector with multi-use trails
- Local Mixed-Use Roadway
- Commercial Slip Lane
- Accessible Pedestrian Trail



NEW STREET AND TRAIL TYPES WITHIN THE OLD TOWN AREA

MOBILITY PLAN

5.2 MOBILITY

FIRST STREET CHARACTER DEVELOPMENT

TO STITCH THE NEIGHBORHOODS AROUND OLD TOWN INTO A COHESIVE WALKABLE PATTERN, FIRST STREET ACTS AS A PRIMARY SOLUTION TO MOVING PEOPLE BY WALKING, BIKING, AND VEHICLES.



Existing First Street View

CONNECTING NEIGHBORHOOD AROUND OLD TOWN TO ENHANCE ACTUAL AND PERCEIVED CONNECTIONS

The principles of economics, when applied to community building and placemaking, involve both qualitative and quantitative analyses. The ultimate goal is to create value, whether actual or perceived, and a community does so by improving its infrastructure within and around its Old Town.

Improvements to FM 156 were a big leap for Justin. As FM 407 is constructed, it will create an opportunity to slow traffic, build community assets, and better connect adjacent neighborhoods to Old Town.

Value to residential neighborhoods is perceived and realized through inherent connections and proximity to valued places. As people desire to be closer to the heart of Justin, being Old Town, there will be an ever-growing value increase as neighborhoods are physically connected by means other than vehicles.

In addition, Old Town’s businesses and systems cannot rely solely on vehicle traffic and parking spaces to drive success. Neighborhoods should be connected to Old Town with key placemaking elements,

such as:

- Street trees
- Sidewalks
- Pedestrian lighting
- Crosswalks
- Wayfinding signage and decorations
- Benches and trash bins; and
- On-street parking

Introducing these elements establishes a visual and physical connection that symbolizes what the residents already feel as a direct relationship to the history and culture of Justin.

The land uses can stay predominantly residential, the sidewalks and trails can serve as access to schools and parks, so things don’t need to change on the private side to be successful. Old Town is for residents, businesses, and visitors alike, mixing uses and using design criteria to instill transitions that will support all of Old Town. Still, the most critical element is how our infrastructure supports a variety of needs for those who want to be near Old Town.

1 Existing First Street
Currently serves as a TxDOT highway (FM 407) and is vehicle serving only. There are no sidewalks, crosswalks, or trails.

2 Adding Sidewalks
Simply adding sidewalks changes the dynamics of First Street for two major demographics, seniors with disabilities, and children walking to school. Adding sidewalks supports their needs directly to have better mobility in the neighborhood.

3 Adding Street Trees and Parking
As businesses develop along First Street, using street trees for shade elements, and on-street parking, will support additional value through built improvements, allowing property owners to maximize their land uses instead of using a majority for parking.

4 Placemaking Final Touches
Once there is established need, incorporating street furniture and expanding the brand of Old Town and Justin into the pedestrian realm adds a sense of belonging for the community using First Street.



First Street with sidewalks added



First Street with street trees and on-street parking added



First Street with placemaking elements from public and private improvements

ALIGNING THE STEPS TO MAKING FIRST STREET INTO A PEDESTRIAN-ORIENTED STREET

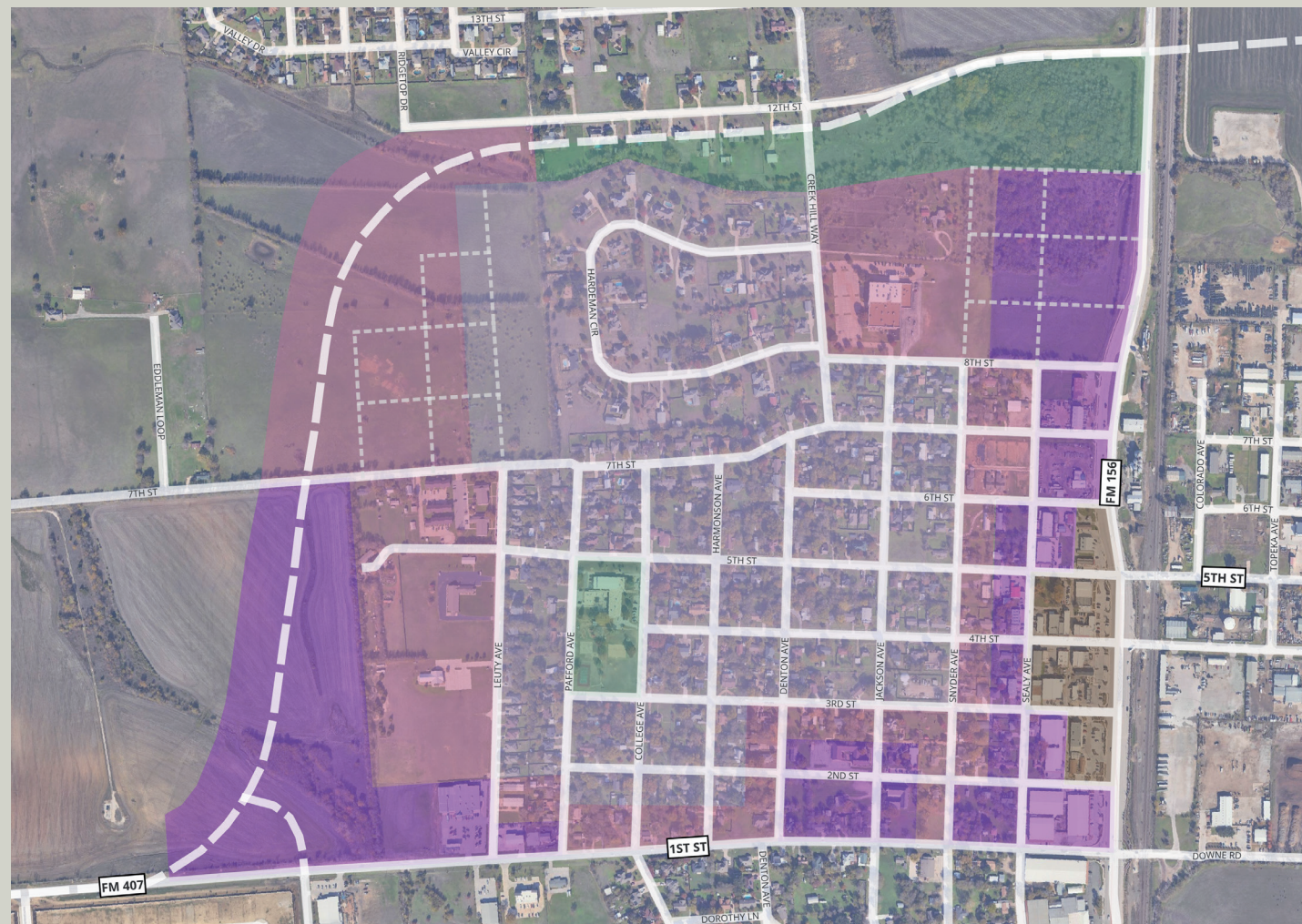
FIRST STREET VISION

5.3 AREA CHARACTER

OLD TOWN DISTRICTS

EXPLORES CAREFUL CONSIDERATION OF
RECOMMENDED DEVELOPMENT TYPES AND
THEIR IMPACT ON EXISTING RESIDENTIAL
AND BUSINESSES.

THE FOLLOWING MAP AND CORRESPONDING
DISTRICT DESCRIPTIONS SUMMARIZE THE
PURPOSE OF EACH DISTRICT AND HOW THEY
WILL SUPPORT THE OLD TOWN CHARACTER.



Recommended districts within Old Town to support neighborhood character and business growth



OLD TOWN CORE

The purpose and intent of Old Town Core (OT) is to encourage a vibrant and walkable dining, retail, and entertainment district. The district is primarily commercial but does allow for residential uses on second levels.



RURAL MIXED-USE

The purpose and intent of Rural Mixed Use (RMU) is to transition the intensity of the Old Town Core into a more residential mix of uses. The district is primarily commercial but starts to mix in more residential as a step down in intensity from the Old Town Core.



NEIGHBORHOOD EDGE

The purpose and intent of Neighborhood Edge (NE) is to transition the walkable Old Town Core shops and retail into the traditional neighborhood by creating a buffer of residential friendly mixed use.



TRADITIONAL NEIGHBORHOOD

The purpose and intent of Traditional Neighborhood (TN) is to preserve the existing neighborhood fabric of Old Town. This district is completely residential and focuses on the original platting proportions of the neighborhood.

THE DISTRICTS ALIGN DIRECTLY WITH DESIRED DEVELOPMENT PATTERNS AND
WILL TRANSLATE INTO THE ZONING RECOMMENDATIONS FOR OLD TOWN

OLD TOWN DISTRICTS

6

ACTION PLAN

IMPLEMENTATION OF THE COMMUNITY VISION

CLEAR GOALS AND OBJECTIVES WITH ACTIONABLE TASKS

IDENTIFY ALL NECESSARY RESOURCES, INCLUDING FINANCIAL, HUMAN, AND TECHNICAL, AND CONFIRM THEIR AVAILABILITY.

An implementation action plan for small-area planning is a detailed road map that outlines the specific steps, timelines, and resources needed to execute the strategies outlined in a strategic or master plan for a localized area. It includes defining clear goals, listing all necessary tasks, assigning responsibilities, setting deadlines, identifying risks, and establishing metrics for progress and success. This plan serves as a practical, step-by-step guide to turning the overarching vision of a small-area plan into tangible results.

Below is an example of the format that details the task, priority level, time frame, resources, and lead.

Action Description	Priority	Timeframe	Resources	Lead
Example 1	High	Short	Low	Organization 1
Example 2	Low	Med	Low	Organization 2
Example 3	High	Long	High	Organization 1
Example 4	Med	Short	Med	Organization 3

Longevity of the Master Plan

The action tasks provide a detailed roadmap for implementing the overall vision and a metric to gauge progress towards that goal. Each year, there should be a report on progress in implementing this vision and on adding new action items to replace those that have been achieved.

MATRIX

RESOURCE ALLOCATION

MANAGEMENT AND BUDGET

METRICS AND EVALUATION

Action Description	Priority	Timeframe	Resources	Lead
Policy Action Items				
Facade Rehabilitation Program	Low	Med	Med	Development Services
Annual Report and Update of Master Plan	Med	Short	Low	Development Services
Evaluate Old Town Water and Sewer Infrastructure, recommend CIP projects	Med	Short	Med	Engineering
Evaluate Current Parking and Adopt Old Town Parking Policy	High	Med	Low	Development Services
Incorporate Economic Development Incentives based on the Old Town Area Boundary	Med	Short	Med	Economic Development Committee
Incorporate Complete Streets Policy and Branding Strategy into infrastructure improvements	High	Short	High	Engineering
Evaluate and Adopt Enhanced Sidewalk Policy within the Old Town Commercial Area	High	Med	Med	Development Services
Incorporate Old Town Master Plan into all staff reports evaluating consistency with Master Plan	High	Short	Low	City Manager
Prioritize Old Town Capital Improvements During Annual Budget Session	High	Short	High	Engineering

MATRIX

IMPLEMENTATION OF THE COMMUNITY VISION

Action Description	Priority	Timeframe	Resources	Lead
Land Use and Transportation Action Items				
Study the Feasibility of Designing Trails in Alley Right-of-way connecting Old Town Residential to Old Town Core.	Med	Med	Med	Engineering
Annual Review of Old Town Code for Updates and Clarifications.	High	Short	Low	Development Services
Review Old Town Boundary Yearly for Expansions or Exclusions.	Med	Short	Low	Development Services
Incorporate additional parking regulations based on shared parking policy.	Med	Med	Low	Development Services
Study and amend the City-Wide Transportation Plan based on changes from the Old Town.	Med	Short	Med	Development Services
Designate 4th Street a Pedestrian Priority Street for Hosting Festivals.	Med	Long	High	City Manager
Incorporate Adopted Old Town Master Plan into discussions with TXDOT regarding FM 407.	High	Med	Low	Development Services
Provide Land Use Recommendations based on Old Town Plan to City Council	Low	Short	Low	Planning and Zoning Commission
Align any TIF district with Old Town Master Plan Boundaries.	Med	Long	High	Development Services

MATRIX

RESOURCE ALLOCATION

MANAGEMENT AND BUDGET

METRICS AND EVALUATION

Action Description	Priority	Timeframe	Resources	Lead
Miscellaneous Action Items				
Create a Old Town Justin Working Group	High	Short	Med	Business Owners
Update Building Code to 2021 with COG amendments and Existing Building Code.	Med	Short	Low	Building Official
Evaluate a Local Amendment to the Building Code regarding buildings of a certain age.	Med	Short	Low	Building Official
Evaluate and Adopt any Possible Amendments with Historic Building Flexibility.	Med	Short	Low	Fire Chief
Adopt a Wayfinding Plan that incorporates Old Town Identity and Vision.	Med	Med	Med	Development Services
Showcase Old Town Businesses to drive more foot traffic for their sustained success.	High	Short	Low	Communications
Foster Partnerships with other Peer Communities that are in Similar Circumstances.	Med	Short	Low	City Manager
Identify Catalyst Business and Recruit to Old Town.	Med	Long	High	Economic Development
Prepare First Street ultimate design for shovel-ready status to implement when FM 407 is open.	Med	Long	Med	Development Services and Engineering

OLD TOWN IS THE HEART OF JUSTIN

“OUR CITY’S PULSE DOESN’T BEAT IN CONCRETE AND TRAFFIC, IT LIVES IN THE PULSE OF OLD TOWN. IT’S WHERE STORIES BREATHE, NEIGHBORS CONNECT, AND HERITAGE HOLDS STRONG. THIS IS WHAT WE SEEK TO PRESERVE, NURTURE, AND GROW” - MAYOR CLARK



CITYOFJUSTIN.COM



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 3. (
PUBLIC HEARING(S)
)

Title: Conduct a Public Hearing and consider approving Ordinance 838-26, rezoning Old Town to the new designation; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration.

Background:

At the upcoming City Council meeting, Council will conduct a public hearing and consider adopting Ordinance 838-26, which rezones the Old Town area to the new Old Town designation established through the Old Town Master Plan and Form-Based Code.

This item represents the zoning implementation of the Old Town planning process. While the Master Plan establishes the community's vision and Ordinance 837-26 amends the Unified Development Code to create the regulatory framework, this rezoning action applies that framework to the properties within Old Town. Adoption of this ordinance formally places the area under the new Old Town zoning district.

The rezoning is intended to:

- Align existing zoning with the adopted Old Town vision;
- Provide predictable, place-based standards tailored to the historic context of Old Town;
- Protect established neighborhoods while allowing compatible infill and reinvestment; and
- Support a walkable, small-town environment for residents, businesses, and visitors.

Importantly, the new designation is designed to preserve existing uses and patterns while guiding future

development toward forms and scales that are compatible with the surrounding context. The rezoning does not require property owners to change how their properties are currently used. Instead, it establishes standards for how future development or redevelopment will occur over time.

Notice of the public hearing has been provided in accordance with state law and City ordinances. Following the public hearing, Council may take action to adopt Ordinance 838-26 or provide direction to staff.

Staff recommends consideration of this rezoning as a necessary step to implement the Old Town Master Plan and ensure that the regulatory framework adopted by Council is effectively applied within the Old Town area.

City Attorney Review: No

Attachments:

1. OT Rezone Ordinance
2. Exhibit A- Old Town Plan Area Exhibit 2026.01.15

ORDINANCE NO. 838-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, REZONING CERTAIN PROPERTIES DEPICTED IN *EXHIBIT A* TO THE “OLD TOWN” ZONING DISTRICT; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Justin has completed the Old Town Master Plan and adopted amendments to the Unified Development Code establishing a new “Old Town” zoning district and regulatory framework; and

WHEREAS, the City Council desires to implement that framework by rezoning the properties within the Old Town area to the new “Old Town” designation; and

WHEREAS, the properties proposed for rezoning are depicted on the map attached hereto as *Exhibit A* and incorporated herein by reference; and

WHEREAS, notice of a public hearing was provided in accordance with state law and the City’s ordinances, and the City Council conducted a public hearing on this rezoning request; and

WHEREAS, the City Council finds that rezoning the subject properties to the “Old Town” zoning district is consistent with the City’s adopted plans, promotes the public health, safety, and welfare, and implements the community’s vision for Old Town;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. All properties depicted within *Exhibit A* attached hereto are hereby rezoned from their existing zoning classifications to the “Old Town” zoning district.

SECTION 2. The purpose of this rezoning is to apply the Old Town regulatory framework to the subject properties and ensure that future development, redevelopment, and reinvestment within the Old Town area occur in a manner consistent with the adopted Old Town Master Plan and Unified Development Code. Existing lawful uses may continue in accordance with the City’s Code of Ordinances.

SECTION 3. Upon the effective date of this ordinance, all development, redevelopment, and use of property within the area shown on *Exhibit A* shall be governed by the standards and provisions of the “Old Town” zoning district as set forth in the Unified Development Code.

SECTION 4. The City Secretary is hereby directed to cause the zoning map and any related records of the City to be amended to reflect the rezoning established by this ordinance.

SECTION 5.

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held invalid, such invalidity shall not affect the validity of the remaining portions of this ordinance.

SECTION 6.

This ordinance shall take effect immediately upon its passage and adoption.

DULY PASSED by the City Council of the City of Justin, Texas, on the 22nd day of January 2026.

On first reading, the 22nd day of January 2026.

On the second and final reading, the 12th day of February 2025.

APPROVED:

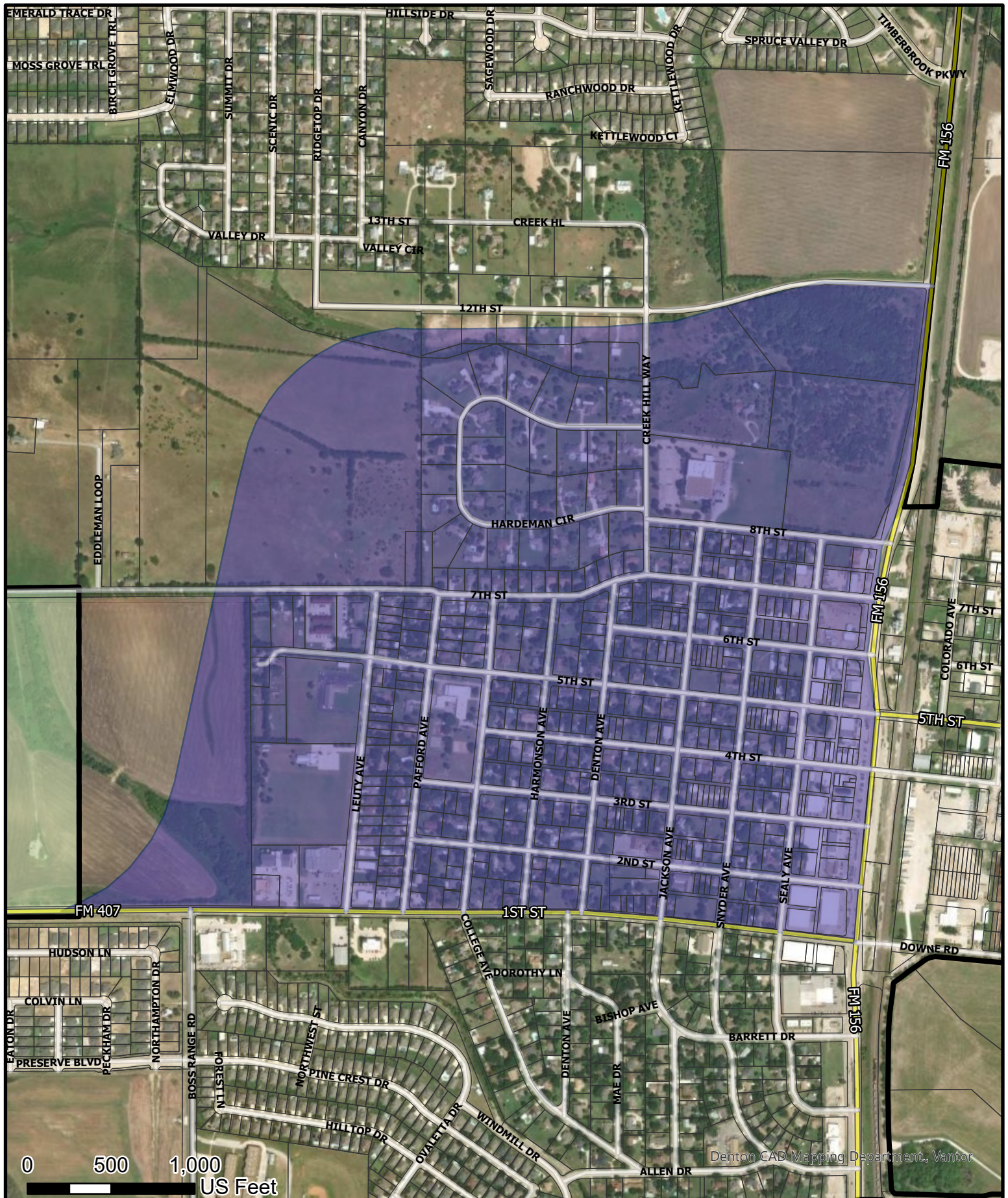
James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



Legend

- OT Plan Area
- Justin City Limits
- Parcels
- Justin ETJ



**Old Town
Master Plan Area
City of Justin, TX**



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 4. (
PUBLIC HEARING(S)
)

Title: Conduct a Public Hearing and consider adopting Ordinance 837-26, amending Section 52-315 of the Unified Development Code to include the regulatory plan and provisions for Old Town; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration based on the request.

Background:

At the upcoming City Council meeting, Council will conduct a public hearing and consider adopting Ordinance 837-26, which amends Section 52-315 of the Unified Development Code (UDC) to incorporate the Old Town Regulatory Plan and establish development standards and provisions for the Old Town area.

This item represents the implementation phase of the Old Town Master Plan. While the Master Plan establishes the community's vision, this ordinance embeds that vision into the City's development regulations. Adoption of this ordinance provides the legal and administrative framework necessary to guide future development, redevelopment, and reinvestment in a manner that reflects the historic character and small-town identity of Old Town.

The Old Town Form-Based Code is specifically designed to preserve and reinforce Old Town's historic character, pedestrian orientation, and architectural heritage while accommodating thoughtful growth. The plan emphasizes:

- Preservation of historic character while allowing complementary infill and reinvestment;
 - In the commercial area creating a walkable, human-scaled environment that prioritizes pedestrians and public life;
-

- Clear transitions between commercial areas and traditional neighborhoods; and
- Predictable, place-based standards for building form, frontage, public spaces, and architectural style.

Key regulatory components implemented through this ordinance include:

- Establishment of distinct Old Town subdistricts, such as the Old Town Core, Rural Mixed-Use, Neighborhood Edge, and Traditional Neighborhood, each tailored to its context;
- Building form standards that regulate height, setbacks, and massing to ensure new construction remains compatible with historic patterns;
- Frontage requirements that reinforce Main Street-style development, including shopfronts, porches, stoops, and forecourts that activate the street;
- Public realm standards that prioritize sidewalks, trees, lighting, crosswalks, and shared parking to support walkability and civic life; and
- Architectural and signage standards that encourage authentic materials, traditional proportions, and small-town character while discouraging generic or out-of-scale development.

City Attorney Review: No

Attachments:

1. Form-Based Code for Old Town Justin, Texas Working Document
2. Master regulatory Plan Ordinance

Old Town Justin, Texas Form-Based Code

Section 1: Introduction and Purpose

Statement of Purpose

Old Town Justin is historic and iconic, having served as the city's economic hub since its establishment in the 1800s. The original town center was platted in a traditional grid, oriented towards the railroad, a critical mode of transportation at the time. Due to the area's historical and cultural significance, new development or redevelopment within this area is very different from that in other areas that were not part of a historical settlement.

The Old Town Justin Form-Based Code (“OTJ FBC”) is crafted to preserve and reinforce the unique historic character, pedestrian orientation, and architectural heritage of Old Town Justin. Public input has clarified that residents want to keep the authenticity of the Old Town area of Justin while understanding that significant growth pressures will continue. The OTJ FBC aims to foster **walkability**, promote a mix of uses, and maintain architectural cohesion appropriate to Justin’s small-town Texas legacy. The code establishes predictable, place-based standards that will revitalize Old Town Justin as a vibrant, resilient community center, balancing effective historic preservation with the evolving needs of businesses, residents, and civic life.

Intent

The Old Town Justin Form-Based Code provides a **comprehensive, locally tailored zoning and urban design framework** that safeguards the area’s rich history while enabling a thriving, walkable, and economically resilient future. By integrating clear standards for building form, frontages, public spaces, uses, and architectural character, Justin will retain its unique small-town Texas charm while fostering **mixed-use infill, enhanced walkability, and architectural harmony**.

Modeled using specific elements of downtown codes within the region but scaled to Justin's context, this code offers prescriptive yet flexible regulations, a path for engaged

Old Town Justin, Texas Form-Based Code

community stewardship, and a strategic blueprint for the future growth of Old Town as the heart of the Justin community. The consistent use of clear standards, proactive engagement, and a focus on preservation ensures Old Town Justin remains both a living museum and a modern, connected place to live, work, and gather for generations.

Vision for Old Town: The vision for Old Town is derived from the community-led engagement process that establishes three guiding principles for development in Old Town:

- Preserve historic character while adding complementary development and a walkable shopping, dining, and entertainment district.
- Establish an Old Town Vision to guide development, redevelopment, and rehabilitation toward connected and flexible outcomes.
- Maintain traditional neighborhoods and a rural feel through clear transitions between commercial and residential areas.

Relationship with the Imagine Justin Comprehensive Plan and the Old Town Small Area Plan: The application of these Regulations seeks to encourage community development in accordance with the Imagine Justin Comprehensive Plan and the Old Town Small Area Plan.

Implementation: This effort represents a step toward implementing an element of the Comprehensive Plan. The plan states, “Initiate an Old Town Master Plan in coordination with the business community and adjacent neighborhoods to improve pedestrian connectivity to Old Town and link it to the new Town Square.”

Legal Framework & Authority (Reference UDC)

The code applies to all parcels designated within the Old Town Justin Regulating Plan. The standards govern new construction, exterior renovation, additions, and site development. Where conflicts arise with other sections of the Justin Code of Ordinances, the provisions of the OTJ FBC shall prevail within the Old Town area.

Old Town Justin, Texas Form-Based Code

Section 2: Applicability and Administration (If needed)

Applicability to other sections of the UDC

- Development and Design standards within the UDC do not apply to this Old Town District except where referenced explicitly within this article.

Section 3: Regulating Plan and Subdistricts

Context

The Regulating Plan divides Old Town Justin into place-based subdistricts that reflect its unique history, land use patterns, development context, and scale.

Subdistricts: The following subdistricts are established as the zoning districts within the Old Town District.

OLD TOWN SUBDISTRICTS



Old Town Core: The commercial and mixed-use core within the historic context of Old Town that also incorporates historic scale and design standards for community design context in the area.

Old Town Justin, Texas Form-Based Code



Rural Mixed-Use: Areas for mixed use that will retain a rural feel but be more flexible on uses appropriate within a new development context, versus Old Town Core's focus on scale and design-specific regulations.



Neighborhood Edge: Density, scale, and use transition zone between Old Town Core and Traditional Residential Subdistricts.



Traditional Neighborhood: The traditional neighborhood homes and homesteads within the Old Town district. This area is intended to allow infill of residential homes without substantially changing the rural residential character of the subdistrict.

Old Town Justin, Texas Form-Based Code

Street Frontage Types

OLD TOWN STREET FRONTAGE TYPES



Pedestrian-Oriented Street: A street type that includes maximum accommodation of pedestrian movement, and limits conflicts with vehicular driveways, parking lot edges, or blank walls on buildings.



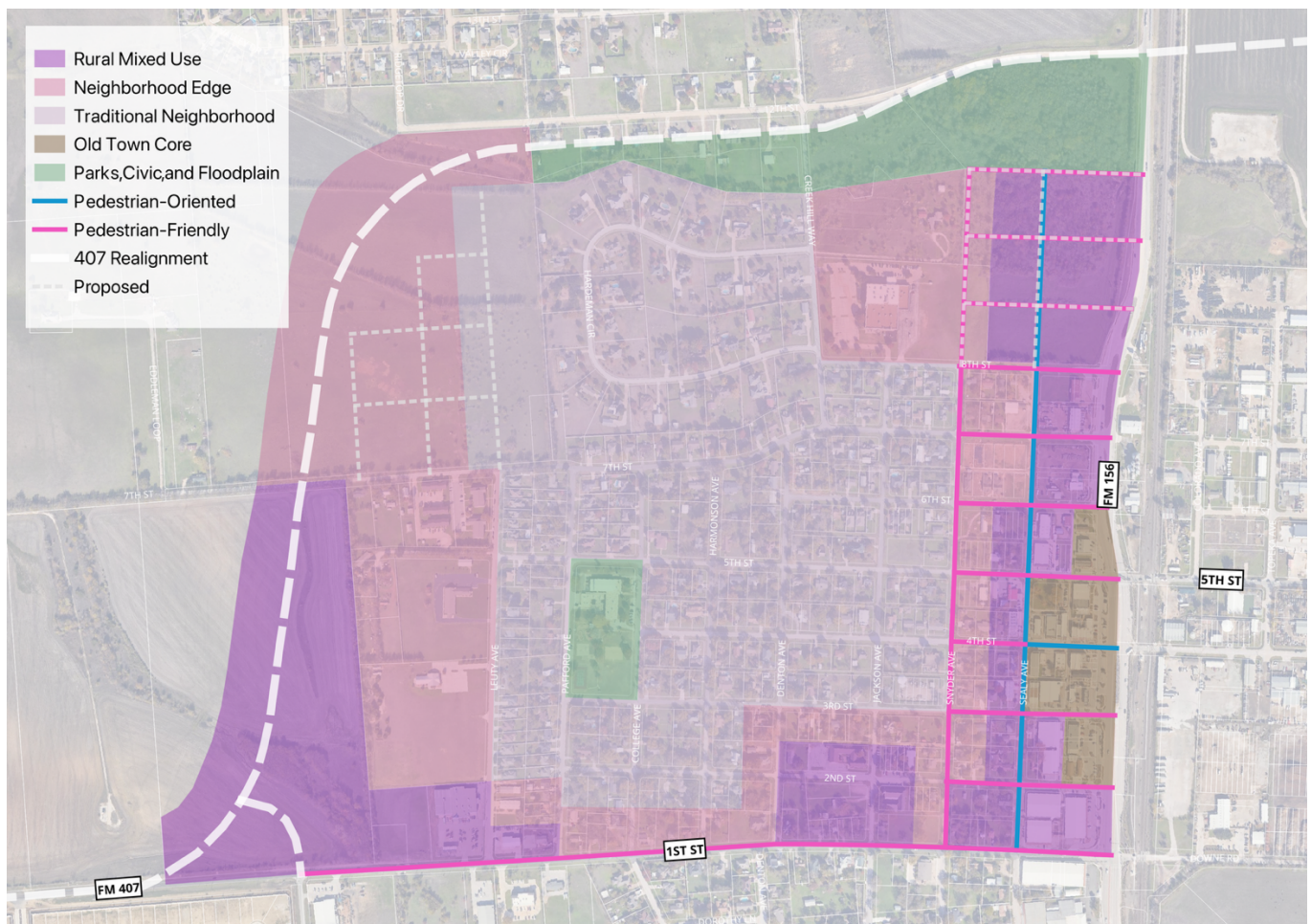
Pedestrian-Friendly Street: A street type that prioritizes pedestrian movement and limits conflicts with vehicular driveways, parking lot edges, or blank walls on buildings. Allows for some vehicular interruptions when no other option is available.



General Street: A street type that accommodates necessary services and vehicular access, while still accommodating pedestrian movement.

Old Town Justin, Texas Form-Based Code

REGULATING PLAN



Old Town Justin, Texas Form-Based Code

Section 4: Building Form Standards

Overview

Form standards establish the shape, size, and placement of buildings to protect Justin’s historic streetscape, encourage compatible infill, and ensure a walkable, human-scaled environment.

Building Frontage Intent

The “built-to-line” requirement for the Historic Core maintains the traditional Main Street character with storefronts flush to the sidewalk, while the Neighborhood Edge provides for additional relief and landscaping. Maximum height and length controls prevent out-of-scale new development and retain legibility of Justin’s historic urban form.

Historic forms such as cottages, two-part block commercial buildings, and modest Victorian elements are strongly encouraged; monolithic “big box” buildings and non-historic façade modulation are discouraged.

Key Building Types Permitted:

		Permitted Subdistricts
	Detached single-family homes A residential building designed to accommodate one household or family, providing private living spaces without shared walls or common areas with other units.	Traditional Neighborhood, Neighborhood Edge

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	Attached townhomes • Structure: A multi-story home that shares one or more walls with adjacent units but has its own separate entrance. • Ownership: Typically, the homeowner owns both the interior and exterior of the unit, including the land beneath it (unlike condos). • Layout: Often 2–3 stories, with living spaces on the ground floor and bedrooms above. • Density: Higher than detached single-family homes but lower than apartment complexes.	Neighborhood Edge, Rural Mixed-Use
	Missing Middle Residential A range of multi-unit or clustered housing types that fit between single-family homes and large apartment buildings in terms of scale, density, and form. These housing types are designed to provide more affordable, walkable, and community-oriented living options while maintaining compatibility with traditional neighborhoods. • Scale: Human-scaled, typically 1–3 stories, similar in size to single-family homes. • Density: Higher than detached houses but lower than mid-rise apartments. • Types Include: • Duplexes; • Triplexes and; • Fourplexes	Neighborhood Edge, Rural Mixed-Use

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	Cottage Court A cluster of small, detached homes arranged around a shared central courtyard or green space. It is designed to promote community interaction while maintaining privacy for individual units. • Configuration: Multiple small homes (often 4–12 units) oriented toward a common courtyard rather than the street. • Scale: Typically single-story or one-and-a-half-story homes, smaller than standard single-family houses. • Shared Space: A landscaped courtyard serves as a communal area for residents, enhancing social interaction. • Access: Homes often have front doors facing the courtyard, with parking located at the rear or along the perimeter.	Neighborhood Edge
	Main Street (shopfront) mixed-use buildings • Street-facing façade: Large display windows for retail visibility. • Entrances: Direct access from the sidewalk to encourage walkability. • Scale: Usually 1–3 stories, maintaining a human-scale streetscape. • Architectural Style: Varies by era and region (e.g., Art Deco, Victorian, Craftsman, Modern). Mixed-Use Potential: Often includes residential units on upper floors in traditional downtowns.	Rural Mixed-Use, Old Town Core

Old Town Justin, Texas Form-Based Code

	Accessory Building A secondary structure located on the same lot as a primary dwelling, designed to support or complement the main residence. It is not intended to serve as the primary living space but provides additional functionality.	Traditional Neighborhood, Neighborhood Edge, Rural Mixed-Use, Old Town Core
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Table 1: Building Form Standards

Standard	Old Town Core	Rural Mixed-Use	Neighborhood Edge	Traditional Neighborhood
Lot Area	n/a	n/a	3,000 square feet minimum	7000 square feet minimum
Minimum Lot Width (ft)	n/a	n/a	30	70
Minimum Lot Depth (ft)	n/a	n/a	100	100
Front Setback (ft) - General	0 minimum 10 maximum	0 minimum 25 maximum	0 minimum 25 maximum	10 minimum, OR Within 5 ft of the adjacent structures
Front Setback (ft) – FM 156	20 minimum 75 maximum	20 minimum 75 maximum	n/a	n/a
Minimum Side Setback (ft)*	0 minimum	0 minimum	0 minimum 5 ft when adjacent to TN District	5 ft minimum
Maximum Height (stories)**	2 (with 3rd step back)	3 (with 4th step back)	2	2

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Maximum Height (ft)	45	55	35	35
Minimum Transparency, Ground Floor (%)	60	60 – commercial 40 - residential	10	10
Max Building Length (ft)	150	150	n/a	n/a
Blank Wall Length (ft)	20 maximum	20 maximum	n/a	n/a
Block Length	300 ft			

*Zero-lot-line permitted for party-wall/row buildings or attached historic forms.

**Third story must be set back at least 15' from principal facade in Historic Core.

Frontage Types

Overview

Frontage regulations ensure that buildings meet the public realm and shape the walkable character of streets. They determine both allowable architectural expressions and the relationship between private space and the sidewalk.

Table 2: Frontage Type Summary

Frontage Type	Allowed in	Design Features
Shopfront	Old Town Core, Rural Mixed-Use	60% transparency, recessed entries, awnings/canopies, direct sidewalk access
Stoop	All zones	Elevated entry 12-18 in. above grade, steps, small garden

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Porch	Neighborhood Edge & Traditional Residential	Covered entry, minimum 6' depth, open on 2+ sides
Forecourt	Old Town Core, Rural Mixed-Use	Courtyard area recessed into the building frontage allowing for multiple ground floor spaces to be accessed from the forecourt or the sidewalk edge
Gallery (optional)	Old Town Core, Rural Mixed-Use	Covered, open-air "arcade" or colonnaded walk

Design Standards and Regulations

Shopfronts: Building frontages must align with the pedestrian zone. Ground-floor glazing must comprise at least 60% of the width between two and ten feet above grade; doors must open directly to the sidewalk. Recessed entries no greater than 5 feet are permitted to provide weather protection.



Porches and Stoops: Porches must be usable outdoor spaces, not merely decorative; a minimum clear area of 6 feet wide by 8 feet deep. Stoops should be set back a minimum of 5 feet (can encroach 5 feet in setback) from the property line and oriented to the sidewalk.



Forecourts and Galleries: Allowed at corner or prominent sites, these frontage types encourage flexible placemaking for public activities, farmers markets, and community events.



Old Town Justin, Texas Form-Based Code

Section 5: Public Realm Standards and Guidelines

Intent

Strong public realm standards are critical in reinforcing walkability, preserving Old Town's character, and supporting a safe, comfortable, and convivial pedestrian environment. These guidelines regulate sidewalks, crosswalks, civic spaces, on-street parking, lighting, landscaping, and furnishings, modeled on comparable Texas towns.

Streetscape and Sidewalk Standards

Table 3: Public Realm Requirements

Element	Historic Core	Rural Mixed-Use	Neighborhood Edge	Traditional Neighborhood
Sidewalk width (min)	6 feet	6 feet	5 feet	None Required
Tree spacing (feet)	Average 40 feet per block face	Average 40 feet per block face	Average 40 feet per block face	None Required
Lighting (fixture height, ft)	12	12	12	None Required
Bench spacing	Two per block face	Two per block face	None Required	None Required
Bike Parking*	None Required	1 bike rail per 40 parking spaces	None Required	None Required
*CH52-401 Bike Parking standards shall apply to the design and construction of required bike parking				

Crosswalks: Are required for Historic Core, Rural Mixed-Use, and Neighborhood Edge intersections. These crosswalks shall comply with ADA requirements, enhance pedestrian visibility, and provide appropriate signage to support driver awareness.

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Alleys: Alleys may be used for services to homes, parking access, and as public access trails, as determined by the Administrator or designee.

Parking: Shared parking is encouraged within the Old Town District based on on-street, public, and offset hours of use management.

- On-street parking permitted and encouraged along pedestrian streets
 - Off-street parking minimum requirements for residential uses only at 1 space per dwelling unit.
 - Off-street parking maximum is 1 space per 300 sq ft within the Old Town District.
-

Section 6: Architectural Cohesion and Style Guidelines

Intent

Design standards in Old Town Justin assure architectural cohesion, supporting both **preservation and compatible new construction** that respects the area's Victorian, early 20th-century, and vernacular Texas Main Street heritage. The standards encourage repair and adaptive reuse of historic structures, and ensure that infill and new buildings "fit" within the established context².

Standards and Guidelines

- **Windows and doors:** Vertically proportioned, multi-paned (except original storefront windows, which may be horizontal).
- **Roofs:** Gabled or hipped, with allowable flat roofs for commercial buildings screened by historic-style parapets or cornices.
- **Facade articulation:** Buildings must be divided into visually identifiable "modules" (max 30'-40' each) via pilasters, in-sets, or other architectural massing.

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- **Storefronts:** Maintain or replicate recessed entries, transom windows, and traditional signage bands. Modern cladding, mirrored glass, or illuminated/cabinet signage is not permitted.
- **Porches, stoops, and awnings:** Encouraged on most residential and commercial building types; construction must be consistent with historic examples.
- Attachments (balconies, galleries, overhangs) are allowed where historically documented.

Inappropriate Treatments:

- Franchise “look” architecture (generic corporate prototypes)
- Large, blank facades or “false front” massing
- Faux historicism with inaccurate or overly ornate features

Commercial Recommended Styles

Art Deco	Bold geometric shapes, strong vertical lines, and a sense of lavish, modern luxury. Key features include the use of rich and modern materials like stucco, chrome, and glass, ornamental motifs such as chevrons, sunbursts, and zigzags, and streamlined, symmetrical designs often with setbacks and flat roofs.	
Western	False front style for commercial buildings (a decorative facade hiding a simple structure), the use of natural materials like timber and stone in styles like the Craftsman style, and the integration of landscape in styles like the Prairie School.	
Small Main Street	Common designs for small businesses are one or two-story buildings, sometimes with living quarters above the storefront. Often a rectangular, three-bay-wide, 3 . story building with a gable roof.	

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Residential Historic Styles

Cottage	Steep, pitched roofs with multiple gables, charming small windows, mixed natural materials, prominent chimneys, and front porches.	
Craftsman	Low-pitched roof with wide, overhanging eaves, visible rafters, a large porch with tapered columns, and built-in features.	
Farmhouse	A simple, practical design with elements like pitched gable roofs, an asymmetrical facade, and large, covered porches.	
Mission	Curvilinear parapets, overhanging eaves with exposed rafter tails, and deep, simple shapes, reflecting a blend of simplicity and grandeur.	
Tudor	Steeply pitched roofs, decorative half-timbering on stucco, or stone exteriors, prominent gables, tall, narrow windows, and ornate, elaborately decorated chimneys.	

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Victorian	Heavy ornamentation, asymmetrical designs, towers or turrets, and vibrant colors.	
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Old Town Justin, Texas Form-Based Code

Section 7: Signage

Table 1: Permitted Sign Types in Old Town Justin District Core

Sign Type	Description & Use	Illumination	Typical Materials
Monument Sign	Low, ground-integrated, masonry base, business or district identity	External/Indirect	Brick, stone, wood, metal
Wall Sign (Flush-Mounted)	Lettering and logos affixed parallel to façade	Internal/External	Painted wood/metal, hand-lettered
Projecting/Blade Sign	Perpendicular to façade, oriented for pedestrians	External/Indirect	Wood, metal, painted finish
Awning/Canopy Sign	Graphics/lettering on valance/skirt of awning/canopy	Internal/External	Canvas, wood slats (painted)
Window Sign	Painted or applied graphics on glass	None/Indirect	Paint, etched/frosted glass
Historic Marker/Plaque	Informational plaque designating historic site or event	None	Cast/etched metal
Temporary or Removable Banner/Poster	Short-term, cloth/vinyl, business sandwich boards, only for daily use or special events	None	Fabric, vinyl, sandwich board

Prohibited or Restricted Sign Types:

- Rotating/animated/flashing signs
- Internally illuminated cabinets

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- Pole signs (unless historical precedent is documented)
- Billboards, off-premises advertising

Sign Type	Placement Requirements	Minimum Height/Setback	Maximum Projection
Monument Sign	Minimum 5 ft from right-of-way (ROW), 25 ft from adjacent properties, not in visibility triangle	Not in visibility triangle, max 10 ft height	N/A
Wall Sign	On façade, not above roofline or parapet, one per frontage	Not above parapet	1 ft from wall, no ROW overhang
Projecting/Blade Sign	Mounted at corner or above principal entry; perpendicular to façade	Min 8 ft above sidewalk; Not above 2nd story	3 ft from façade, not over vehicular ROW
Awning/Canopy Sign	On face/valance or skirt of awning/canopy	N/A	3 ft from awning edge/2 ft from curb
Window Sign	On interior/exterior glass, not obscuring architectural details	Max 20% of window area	N/A
Directional/Wayfinding	As needed (at corners, major entries, intersections); never interfering with traffic sightlines	Min 3 ft, not in ROW	N/A
Historic Plaque/Marker	Wall-mounted (preferred) or post-mounted in landscape buffer	3-5 ft above grade (wall)	N/A
Temporary Banner	On building wall only, not on roofs, poles, fences, trees	N/A	N/A

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Table 3: Approved Materials and Illumination by Sign Type

Sign Type	Approved Materials	Illumination Type (if any)	Restrictions
Monument Sign	Brick, stone, natural wood, mortar, painted/baked enamel metal	Indirect (ground uplight); shielded goosenecks	No glare, no spill, face-focused only
Wall/Blade Sign	Painted/engraved wood, painted metal, cast metal, frosted glass	Indirect, shielded, or halo	No internal plastic cabinets, no exposed conduit
Awning/Canopy	Painted canvas, duck cloth, period-correct metal	Indirect/halo/internal by approval	Internal only if visually subdued
Window Sign	Paint, etched glass, vinyl film (temporary only)	None/indirect only	No internal lighting
Historic Plaque/Marker	Cast bronze/brass/aluminum, engraved metal, routed wood	None	N/A
Directional/Wayfinding	Painted steel, cast bronze/brass, routed wood	None/indirect	N/A

Old Town Justin, Texas Form-Based Code

Section 8: Murals

Table 1: Permitted Mural Standards in Old Town Justin District Core

Title	Description	Standard	Approval Body
Content	The subject matter, message, meaning, or narrative depicted in the artwork.	No hate speech, obscenity, or clear advertising.	Staff Administrator
Location	The specific physical site and its surrounding environmental, social, and cultural context.	Side/rear walls of buildings, respecting historic context.	Staff Administrator
Size	The physical, measurable dimensions (height and width) of the artwork, as well as its scale in relation to the surrounding environment and the human body.	Up to 50% of individual façade wall surface.	Staff Administrator
Materials	The substances and media used by an artist to create the artwork directly on a permanent surface like a wall, ceiling, or floor.	Use exterior-grade paints and sealants resistant to weather, UV, and graffiti.	Staff Administrator
Maintenance	The routine, regular inspection and care of the artwork to preserve its condition, protect its value, and ensure its long-term viability.	Property owners are responsible for upkeep; neglected murals can become a public nuisance.	Staff Administrator
1. All mural submittals that are outside of these standards shall be independently reviewed for approval with the Justin City Council. 2. All murals require a permit for approval.			

ORDINANCE NO. 837-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, AMENDING SECTION 52-315 OF THE CITY'S UNIFIED DEVELOPMENT CODE TO INCORPORATE THE OLD TOWN REGULATORY PLAN AND ESTABLISH DEVELOPMENT STANDARDS AND PROVISIONS FOR THE OLD TOWN AREA; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Justin has undertaken a comprehensive planning effort for the Old Town area, including public engagement, stakeholder interviews, committee meetings, and public hearings; and

WHEREAS, the City Council has adopted the Old Town Master Plan to establish a clear vision for the Old Town area; and

WHEREAS, the City Council desires to implement that vision through the City's Unified Development Code by establishing a regulatory framework for the Old Town area; and

WHEREAS, the City Council finds that amending Section 52-315 of the Unified Development Code to include the Old Town Regulatory Plan and related provisions is in the best interest of the public health, safety, and welfare;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. Section 52-315 of the City of Justin Unified Development Code is hereby amended to include the Old Town Regulatory Plan and to establish development standards, procedures, and provisions applicable to property within the Old Town area, as depicted and described in the Old Town Regulatory Plan attached hereto and incorporated herein by reference as *Exhibit A*.

SECTION 2. The purpose of this amendment is to implement the vision of the Old Town Master Plan by providing a clear and predictable regulatory framework that promotes compatibility, preservation of character, and thoughtful reinvestment within the Old Town area.

SECTION 3. The provisions of amended Section 52-315 shall apply to all property located within the boundaries of the Old Town area as shown on the Old Town Regulatory Plan. In the event of a conflict between the Old Town provisions and other sections of the Unified Development Code, the Old Town provisions shall control within the Old Town area.

SECTION 4. The City Secretary is hereby directed to cause this amendment to be codified in the Unified Development Code and to make such non-substantive formatting or numbering changes as may be necessary for codification.

SECTION 5.

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held invalid, such invalidity shall not affect the validity of the remaining portions of this ordinance.

SECTION 6.

This ordinance shall take effect immediately upon its passage and adoption.

DULY PASSED by the City Council of the City of Justin, Texas, on the 22nd day of January 2026.

On first reading, the 22nd day of January 2026.

On the second and final reading, the 12th day of February 2025.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 1. (
CONSENT AGENDA
)

Title: Consider approving City Council minutes dated December 11, 2025, and January 8, 2026; and take appropriate action.

Department: Administration

Contact: Amy Piukana, City Secretary

Recommendation:

City Staff recommends the City Council review and approve the minutes.

Background:

The City Secretary shall maintain the City Council minutes, according to the State Library Records Retention Schedule. The minutes shall be reviewed by the City Council and approved.

City Attorney Review: No

Attachments:

1. CCM 1.8.26 Draft
2. CCM 12.11.25 Draft

Ryan Stevens, Place 1
Tomas Mendoza, Place 2
Steven Teschke, Place 3



James Castle, Place 4
Daniel Dennis, Place 5
Shelby St. Claire, Mayor Pro Tem, Place 6

James Clark, Mayor

MINUTES

**State of Texas
County of Denton
City of Justin**

Justin City Council Regular Session Meeting - January 8, 2026

A) CALL TO ORDER

Convene into Session:
Invocation and Pledge of Allegiance
American Flag

Texas Flag: ***"Honor the Texas Flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible"***

Present: Mayor James Clark, Mayor Pro Tem Shelby St. Claire, Council Member Ryan Stevens (*Absent*), Council Member Steven Teschke (*Absent*), Council Member Tomas Mendoza, Council Member James Castle, Council Member Daniel Dennis

City Staff: City Manager Jarrod Greenwood, City Secretary Amy Piukana, Assistant City Manager Abbey Reece, and Director of Development and Economic Development Services Matthew Cyr

With a quorum of members present, Mayor Clark called the meeting to order at 5:30 p.m. at Justin City Hall, located at 415 N. College Avenue, Justin, Texas 76247.

Mayor Clark provided the invocation. The Pledge of Allegiance and the Pledge of the Texas Flag were provided.

B) WORKSHOP ITEMS

1. Governance Training for City Council Members

The City Manager, Jarrod Greenwood, provided governance training to the Mayor and City Council.

2. Discuss and Review the Strategic Plan

The Assistant City Manager, Abbey Reece, discussed and reviewed the Strategic Plan. Director of Development Services Matt Cyr reviewed the High Performing Organization (HPO) concept and reviewed the current Dignity in Leadership training benefits for staff.

After the discussion, the City Manager asked the City Council to consider ideas and goals for 2026 and provide them to the City Staff.

C) EXECUTIVE SESSION

The City Attorney Matthew Boyle announced closed session items being discussed. Mayor Clark recessed into closed executive session at 5:34 p.m. and reconvened the meeting at 6:15 p.m. into regular session. There was no action taken as a result of the closed executive session.

1. Under Section 551.087 the City Council may convene in an executive session to discuss or deliberate regarding commercial or financial information that the City of Justin has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described below.

- Discuss Project Tricycle
- Discuss Project Parkway
- Discuss Project Tupperware

2. Under Section 551.072, to deliberate regarding the purchase, exchange, lease, or sale of real property related to the following:

Justin Town Square

D) ADJOURN

There being no further business, Mayor Clark adjourned the meeting at 7:48 p.m.

James Clark, Mayor

Seal:

Ryan Stevens, Place 1
Tomas Mendoza, Place 2
Steven Teschke, Place 3



James Castle, Place 4
Daniel Dennis, Place 5
Shelby St. Claire, Mayor Pro Tem, Place 6

James Clark, Mayor

MINUTES

**State of Texas
County of Denton
City of Justin**

Justin City Council Regular Session Meeting - December 11, 2025

A) CALL TO ORDER

Convene into Session:
Invocation and Pledge of Allegiance
American Flag

Texas Flag: ***"Honor the Texas Flag; I pledge allegiance to
thee, Texas, one state, under God, one and indivisible"***

Present: Mayor James Clark, Mayor Pro Tem Shelby St. Claire, Council Member Ryan Stevens, Council Member Steven Teschke, Council Member Tomas Mendoza, Council Member James Castle, Council Member Daniel Dennis

City Staff: City Manager Jarrod Greenwood, City Secretary Amy Piukana, Assistant City Manager Abbey Reece, and Director of Development and Economic Development Services Matthew Cyr

With a quorum of members present, Mayor Clark called the meeting to order at 5:30 p.m. at Justin City Hall, located at 415 N. College Avenue, Justin, Texas 76247.

Mayor Clark provided the invocation. Councilman Teschke led the Pledge of Allegiance, Councilman Dennis provided the Pledge to the Texas Flag.

B) EXECUTIVE SESSION

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

The City Attorney announced closed session items. The City Council recessed into closed session at 5:32 p.m.

1. Under Section 551.071, to conduct a private consultation with the City Attorney regarding:
 - Justin Ranch Developers Agreement
2. Under Section 551.087 the City Council may convene in an executive session to discuss or

deliberate regarding commercial or financial information that the City of Justin has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described below.

- Discuss Project Tricycle
- Discuss Project Parkway
- Discuss Project Tupperware

3. Under Section 551.072, to deliberate regarding the purchase, exchange, lease, or sale of real property related to Water Infrastructure
4. Under Section 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. (City Manager Evaluation)

C) TAKE ANY ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION ITEM(S)

The City Attorney announced that the City Council has reconvened in open session at 6:02 p.m. and no action was taken as a result of the closed session.

D) UPCOMING MEETINGS AND EVENTS

Director of Communications Amy Borders briefed the City Council regarding upcoming meetings and events.

1. - December 13, 2025, Mayor Salvation Army Kettle Challenge
- December 13, 2025, Christmas Event (12 to 6 p.m.)
- December 15 & 16, City Hall closed for the Clean-Up Event
- December 24 & 25, 2025 City Hall Holidays
- December 31, 2025, the Library is hosting Noon Years Eve
- January 1, 2026, City Hall closed
- Fish Fry Update

E) CEREMONIAL ITEM(S) AND WORKSHOP ITEM(S)

1. Discuss the renaming of the Community Park

The City Manager, Jarrod Greenwood, briefed the City Council regarding this item.

The City Council discussed the current facility naming policy and directed the Parks Board to review this item in January and provide a recommendation. Councilman Castle stated he would attend the Parks Board meeting for this topic.

2. Recognition of City Staff

Director of Development Matthew Cyr recognized Economic Development Coordinator Megan Doughty for receiving her certification in the Basic Economic Development Course.

3. Receive a report on the Rate Study

The City Manager, Jarrod Greenwood, briefed the City Council regarding this item. Mr. Greenwood noted Richard Campbell from NewGen would provide a presentation.

After the discussion, Councilman Mendoza requested more data from the past three years to enable us to analyze it. Mayor Clark agreed and requested specific numbers to identify spikes.

The City Manager noted this item will come forward in late January or early February.

4. Recieve an update on J-Rec

Director of Planning Matthew Cyr introduced Kemper Sports Representatives John Dimeglio and Tracy Black, who provided an update on the J-Rec Program.

F) PUBLIC COMMENT(S)

In order to expedite the flow of business and to provide all citizens with the opportunity to speak, the mayor may impose a three-minute time limitation for each citizen to speak with a seasonal limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic. The Texas Open Meetings Act prohibits the City Council from discussing issues which the public have not been given a seventy-two (72) hour notice. Issues raised may be referred to City staff for research and/or placed on a future agenda.

The Fire Chief Matthew Mitchell provided an overview of the Fish Fry event.

There were no public comments provided.

G) CONSENT AGENDA

Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration.

Council Member Mendoza requested that Consent Items G.3 and G.4 be pulled for further discussion. Council Member Dennis requested that Consent Item G.8 be pulled. Mayor Pro Tem St. Claire requested that items G.3 and G.4 be pulled for discussion.

Mayor Pro Tem St. Claire made a motion to approve Consent Items G.1, G.2, G.5, G.6, G.7, G.9, and G.10, as presented. Motion seconded by Council Member Stevens. The motion was approved unanimously.

1. Consider approving City Council minutes dated November 13, 2025; and take appropriate action.
2. Consider approving Resolution 805-25 approving the annual Boards and Commission appointments; and take appropriate action.

Library Board applicants Eden Shaeffer and Christina Vasquez provided self-introductions to the City Council.

3. Consider adopting Ordinance 830-25, first reading, creating a Municipal Court of Record: and take appropriate action.

Councilman Mendoza stated he is opposed to this item, noting he supports letting the current Judge

Hobbs continue until retirement.

Mayor Pro Tem St. Claire requested that the applicants (Prosecutor and Judge) who are present approach the podium to provide introductions. Ms. Caprice Garcia and Mr. Gabillano provided introductions.

The City Council discussed the option to hire an attorney with a law degree background as the judge, budget impacts and operational efficiencies.

After discussion, a motion was made by Councilman Stevens to adopt Ordinance 830-25, as presented. Motion seconded by Council Member Teschke.

The motion prevailed by the following vote:

Aye: Stevens, Teschke, Castle, Clark, Dennis, St. Claire

Opposed: Mendoza

The item passed 6-1.

4. Consider approving Resolution 806-25 appointing Caprice Garcia as Municipal Judge and Antonio Gabilondo as Municipal Prosecutor; and take appropriate action.

Councilman Mendoza pulled this item, stating he is opposed.

After discussion, a motion was made by Council Member Stevens to approve Resolution 806-25, as presented. Motion seconded by Mayor Pro Tem St. Claire.

The motion prevailed by the following vote:

Aye: Stevens, Teschke, Castle, Clark, Dennis, St. Claire

Opposed: Mendoza

The item passed 6-1.

5. Consider approving Resolution 798-25 amending and adopting the Personnel Manual; and take appropriate action.
6. Consider approving Resolution 801-25 approving an ETJ extension; and take appropriate action.
7. Consider approving Resolution 802-25, authorizing a Work Order Authorization for Westwood to design FM 407 utilizing Denton County Bond Funds, and take appropriate action.
8. Consider approving Resolution 803-25 approving the FY 2025 EDC/CDC-funded park improvement projects and authorizing the City Manager or designee to negotiate and execute contracts in an amount not to exceed \$200,000; and take appropriate action.

Councilman Dennis requested that this item be pulled for clarification.

Director of Planning Matt Cyr provided an overview of this item.

The City Council discussed funding by sales tax, the function of the CDC, and the use of EDC funds.

Park Chair Robin Amerine spoke, providing background information on the need for the Parks Design

Manual, noting the positive impact and resource it will be for new developments, and how it will establish clear expectations and standards.

Councilman Mendoza made a motion to approve Resolution 803-25, as presented. Motion seconded by Councilman Stevens. Motion approved unanimously.

9. Consider adopting Ordinance 827-25, second and final reading, approving the annexation of Crestview; and take appropriate action
10. Consider adopting Ordinance 829-25, second reading, approving the creation of a Tax Increment Reinvestment Zone No. 2; and take appropriate action.

H) ITEMS PULLED FROM CONSENT FOR ACTION

Items H.2, H.3, H.4, and H.8 were pulled for discussion. Actions are noted under each item number.

I) FUTURE AGENDA ITEM(S)

Mayor Clark noted that three future agenda items were presented by Councilman Mendoza.

- Creation of an Ordinance Review Committee. The majority of the City Council agreed to place this item on a future agenda for the March/April 2026 City Council meeting.
- JYSA Contract Non-Renewal Termination. After the discussion, there was no support from City Council to bring this item forward.
- Local 5% Senior Property Tax reduction. After discussion, the City Council agreed to discuss this item in March 2026.

Mayor Clark recessed back into closed session at 8:34 p.m.

J) ADJOURN

Mayor Clark adjourned the meeting at 10:01 p.m.

Mayor James Clark

Seal:

Amy Piukana

Amy Piukana, TRMC, City Secretary



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 2. (
CONSENT AGENDA
)

Title: Consider adopting Ordinance 830-25, second and final reading, creating a Municipal Court of Record: and take appropriate action.

Department: Administration

Contact: Lesa Keith, Lib./Court Director

Recommendation:

Staff recommends the City Council adopt Ordinance 830-25, as presented.

Background:

The City Council discussed this item during the workshop on October 23, 2025, and again on November 13, 2025. At that time, Council directed staff to return with a recommendation for the prosecutor and municipal judge and to identify the appropriate individuals to support the transition to a Court of Record.

As our population grows and the City's legal, development, and enforcement responsibilities become increasingly complex, transitioning to a Court of Record will strengthen the City's ability to legally defend an action or judgment, ensure consistent and professional judicial operations, and reduce long-term administrative and financial burdens associated with appeals. This shift aligns directly with the City's Strategic Plan related to Operational Excellence, Sustainable Growth, and the modernization of internal systems needed to support our expanding community. Establishing a Court of Record will enhance governance, improve judicial processes, and lead to more predictable legal outcomes. It also positions Justin in alignment with the best regional practices and elevates the City's municipal credibility.

As Justin continues to increase in both population and complexity, the demands on our municipal court will grow accordingly. It is essential that our justice system evolves to meet these needs. A Court of Record provides the structure necessary to manage higher caseloads, adapt to evolving legal requirements, and meet rising public expectations.

Establishing a Court of Record is among the most important steps we can take to strengthen our judicial framework. It is not merely an administrative enhancement—it is a fundamental safeguard of justice. By maintaining accurate and permanent records of court proceedings, we reinforce accountability, protect

defendants' rights, and increase public trust. These records support accurate appeals, prevent misunderstandings, and ensure that judicial decisions are thoroughly documented and grounded in integrity.

A Court of Record also elevates professional standards and accountability. It requires that the presiding judge meet higher statutory qualifications, ensuring the City's judicial leadership is well-versed in the complexities of municipal and procedural law by requiring the judge to be a licensed attorney. This results in more consistent application of state statutes, City ordinances, and judicial best practices. In addition, the creation of a recorded record enhances transparency, protects defendants' rights, and strengthens public confidence in our municipal justice system.

Transitioning to a Court of Record will provide for more efficient operations, thereby saving taxpayers' money:

By Eliminating Costly “Trials de Novo”

Under a **non-court of record**, every appeal is automatically a *trial de novo* in the county court — meaning:

- The entire case must be retried from scratch,
- Staff must re-prepare the case file,
- The prosecutor must recreate the case,
- The judge and clerk's time is duplicated,
- Officers must reappear and may require overtime or callback pay.

A court of record avoids all of this.

Appeals are based solely on the **existing court record** and limited to **errors of law**, which drastically reduces:

- Staff labor time
- Prosecutorial time
- Police officer overtime
- Administrative overhead

Even a small number of appeals per year can cost the city thousands of dollars. For example, over the last 5 years, approximately \$115,000 of cases were appealed to the County Court, which could have remained in Justin if we were a Court of Record.

By Reducing Court Staff and Officer Overtime and Callback Hours

When appeals require retrials, officers must appear again — often on overtime.

A court of record:

- Minimizes retrials
- Reduces mandatory officer appearances
- Cuts costly callback/overtime hours associated with re-litigation of the same case

For a fast-growing city like Justin — with increasing enforcement activity — this is a **material and measurable cost savings of approximately \$1,000.00**.

3. Decreases Legal Liability Exposure

Because appellate review is based on the **record**, not a new trial:

- The standard of review becomes narrower,
- The city's decisions are more legally defensible,
- Attorney time spent defending appeals is reduced,
- The risk of a case being overturned for procedural uncertainty decreases.

This reduces:

- Time spent by the city attorney
- Specialized legal consultation costs
- Potential downstream legal expenses from appeal reversals

4. Improves Judicial Efficiency Which Lowers Administrative Cost

A court of record operates with:

- A professionally qualified judge (must be a licensed attorney),
- Clearer procedures,
- A consistent legal record of proceedings.

This leads to:

- Fewer tickets being set and heard for Court
- Fewer procedural resets
- Fewer errors
- Smoother processing of cases
- Shorter timelines per case

For cities, time is money: less staff time per case = lower cost per case. If we did not have to call every insurance company on every ticket to verify insurance coverage, this would reduce our case time from 1 hour to approximately 3 minutes: thereby saving the City 53 minutes of staff time. Additionally, online submission of defensive driving requests and deferred disposition requests not only reduces staff time but also provides for better Municipal Court customer service by not requiring in-person requests and reduces individuals' requirement to attend a Municipal Court Hearing.

5. Supports Higher Collection Rates

Courts of record — because they maintain clear documentation, consistent rulings, and stronger judicial authority — often experience:

- Higher voluntary compliance,
- Higher appearance rates, and
- **Higher fine and fee collection rates.**

Even small percentage increases in collection rates can produce significant annual revenue for a growing municipality.

6. Better Case Management & Judge, Prosecutor, and Staff Productivity

A court of record uses:

- Modern case documentation,
- Recording systems,
- Improved tracking protocols,

which:

- Streamlines case processing,
- Reduces clerical errors,
- Cuts time spent on reconciling disputed cases,
- Improves the accuracy of financial reporting for fines.

All of these reduce administrative labor costs.

7. Avoids “Double Cost” of Case Preparation

Every case appealed in a non-record court must essentially be rebuilt from the ground up.

A court of record:

- Creates the record **once**,
- Uses that same record for any appeal,
- Prevents staff from “starting over” at every appellate step.

This avoids the double and triple work that currently falls on municipal courts, police, city attorneys, and clerical staff.

During a recent visit to a local court session, which was a Court of Record, I observed firsthand the importance of a strong judicial foundation. The judge and prosecutor demonstrated professionalism, clarity, and respect while ensuring defendants understood the legal process. Their commitment to fairness and integrity was evident throughout the proceedings. This experience underscored how essential qualified, ethical legal professionals are in ensuring justice is administered effectively.

As our city expands, it is increasingly important that we have an attorney judge and prosecutor capable of addressing the growing complexity of cases, including youth diversion matters, indigent defense issues, and other evolving community needs. These roles demand advanced legal training, adherence to well-defined legal boundaries, and a deep commitment to fairness and ethical conduct.

For these reasons, I respectfully urge the City Council to adopt Ordinance 830-25 to establish a Court of Record, and to approve the hiring of Caprice Garcia as Municipal Judge and Antonio Gabilondo as Prosecutor for the Municipal Court of Record. These actions are not simply operational improvements,

they are essential investments in the fairness, transparency, and strength of our justice system. They will help ensure accountability and protect the rights of every resident we serve.

City Attorney Review: No

Attachments:

1. Ordinance No. 830-25 Court of Record
2. courts of record

ORDINANCE NO 830-25

AN ORDINANCE AMENDING CHAPTER 14, "COURTS", ARTICLE II, MUNICIPAL COURT OF THE CITY OF CITY OF JUSTIN CODE OF ORDINANCES, BY AMENDING CHAPTER 14 ESTABLISHING THE MUNICIPAL COURT AS A COURT OF RECORD; PROVIDING FOR INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS TO THE CODE OF ORDINANCES; PROVIDING FOR A CUMULATIVE REPEALER CLAUSE; PROVIDING FOR SAVINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of City of Justin, Texas ("City") is a Home Rule Municipality located in Denton County, created in accordance with Chapter 6 of the Texas Local Government Code, and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, Chapter 30 of the Texas Government Code authorizes the City to establish its municipal court as a municipal court of record by Ordinance; and

WHEREAS, the City Council deems it necessary to establish a municipal court of record to provide a more efficient disposition of cases arising within the City; and

WHEREAS, the City Council wishes to provide for a more effective means to enforce the ordinances and laws of the City; and

WHEREAS, all prerequisites for the adoption of this Ordinance have been met including but not limited to Chapter 551, Texas Government Code; and

WHEREAS, the City Council finds and determines that the adoption of this Ordinance is in the best interests of and necessary to protect the health, safety, and welfare of the public.

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

SECTION 1. INCORPORATION OF PREMISES. The foregoing recitals are the findings of the City Council and are incorporated into this Ordinance as if set forth fully herein.

SECTION 2. AMENDMENTS. Chapter 14, "Courts", is hereby amended, as follows:

A. Section 14-19 is hereby amended in its entirety and replaced as follows:

§ 14-19 Establishment of municipal court

- (a) The City of Justin Municipal Court is hereby established as a court of record from and after January 1, 2026, which shall be known as the "City of Justin Municipal Court of Record No. 1". The municipal court shall have jurisdiction and shall be conducted in the manner prescribed and authorized by law. All fines imposed by the municipal court shall be paid into the treasury for the use and benefit of the city.

(b) All cases, warrants and other pending matters in the existing Municipal Court are transferred to the Municipal Court of Record No. 1 commencing at 12:01 a.m. on the 1st day of January, 2026.

B. Section 14-20 is hereby amended with the addition of a new subsection (c) as follows:

(c) Pursuant to Section 12.05 of the Charter, upon the replacement of the current Municipal Court Judge the initial term of the new Judge shall run through the current term of the mayor.

C. Section 14-24 is hereby amended with the addition of a new subsection (m) as follows:

(m) The Municipal Court Judge shall meet the requirements of Section 30.0006(c) of the Government Code, as amended.

SECTION 3. SAVINGS/REPEALING. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 4. SEVERABILITY. Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or invalid.

SECTION 5. ENGROSSMENT AND ENROLLMENT. The City Secretary is hereby directed to engross and enroll this Ordinance by copying the exact Caption and Effective Date clause in the minutes of the City Council and by filing this Ordinance in the Ordinance records of the City.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective on January 1, 2026.

DULY PASSED, APPROVED, AND ADOPTED by the City Council of the City of Justin, Texas, on this the 11th of December 2025.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney

Municipal Courts of Record	
City	Population
Alvarado	5,500
Argyle	5,000
Aurora	1,500
Azle	11,000
Bonham	11,000
Boyd	1,800
Bulverde	7,500
Burkburnett	11,000
China Grove	1,500
Copper Canyon	2,500
Covington	250
Crandall	4,500
Iowa Park	6,500
Joshua	9,500
Lakeside	2,500
Live Oak	15,000
Muenster	1,800
New Fairview	1,500
Newark	1,400
Northlake	15,000
Paradise	500
Pecan Bay	2,300
Ponder	2,500
Providence Village	8,100
Reno	3,500
Richland Hills	8,500
River Oaks	7,500
Roanoke	11,000
Saginaw	25,000
Springtown	3,500
Trophy Club	13,500
Volente	500
Westlake	1,500



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 3. (
CONSENT AGENDA
)

Title: Consider approving Ordinance 831-26 to repeal Ordinance 781-25 the Demolition Permit Moratorium and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration.

Background:

On March 27, 2025, City Council instituted a demolition permit moratorium within the Old Town Area. The purpose of this action was to temporarily pause demolition and redevelopment activity while the City initiated and advanced the Old Town Master Plan. This pause was intended to ensure that future development aligned with the community's vision and Council's long-term goals for preserving the character of Old Town while guiding thoughtful reinvestment.

Since that time, the City has undertaken a comprehensive planning effort, including public input meetings, stakeholder interviews, and committee involvement from residents and business owners within the Old Town Area. The Master Plan and its necessary implementation components are now nearing completion.

With the Master Plan ready for adoption, the original purpose of the demolition permit moratorium has been fulfilled. In conjunction with adopting the Old Town Master Plan, repealing the demolition permit moratorium is appropriate and necessary. Doing so will allow property owners and developers to move forward under a clear and updated framework that reflects Council's goals, community input, and the newly established standards for the Old Town Area.

Staff recommends that City Council consider repealing the demolition permit moratorium concurrent with adoption of the Old Town Master Plan to ensure consistency, provide regulatory certainty, and allow redevelopment to proceed in accordance with the City's adopted vision.

City Attorney Review: No

Attachments:

1. Ordinance 781-25 Demolition permit Building Code Section 10-27 3_27_2025 (2)
2. Ordinance 831-26 Repealing of Demolition Moratorium Ordinance

ORDINANCE NO. 781-25

AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS AMENDING CHAPTER 10 – BUILDINGS AND BUILDING CODE THROUGH THE ADDITION OF NEW SECTION 10-27, DEMOLITION PERMITS AND ECONOMIC HARDSHIP, PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Justin, Texas declares that as a matter of public policy, protection, preservation, and enhancement of architecturally significant and historic structures is necessary to promote the economic, cultural, educational, and general welfare of the City of Justin; and

WHEREAS, the unique identity of the City of Justin Old Town, as described and identified herein, has a unique identity and the history of that area has produced significant, historic, architectural, and cultural resources; and

WHEREAS, the unnecessary destruction of significant and historic structures within the City of Justin Old Town, as described and identified herein, threatens the economic, cultural, educational, and general welfare of the citizens of the City of Justin; and

WHEREAS, the City Council finds that it is in the best interest of the health safety, and welfare of the public to adopt this Ordinance; and

WHEREAS, all constitutional, statutory, and legal prerequisites for the passage of this Ordinance have been met, including but not limited to the Open Meetings Act; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF JUSTIN, TEXAS, THAT:**

SECTION 1. That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2. That chapter 10 of the City of Justin Code of Ordinances is hereby amended through the addition of Section of Chapter 10 Section 27 to read as follows:

- (a) “Old Town” shall mean the area within the boundaries as follows: Beginning on West 12th Street proceeding East to North FM Rd 156, proceeding South on N FM 156 to West 1st Street, proceeding West on West 1st Street to Leuty Street, proceeding north on Leuty Street to West 7th Street, proceeding East on West 7th Street to 12th Street, proceeding East on 12th Street to N FM 156.
- (b) A demolition permit for a structure within Old Town shall be required. A demolition permit for a

structure within Old Town shall not be issued until an application for certificate of appropriateness is reviewed and approved by City Council.

The following information must be supplied in the application before it may be considered complete:

1. Information describing the condition of the structure. The estimated costs of repair or restoration;
 2. Demonstration that the adaptive use or restoration of the structure was seriously contemplated. Any historic records of the structure;
 3. Architectural drawings of any proposed new structure(s);
 4. Any voluntary conditions for any proposed new structure(s) mitigating the loss of the existing structure;
 5. Any other information staff finds appropriate for the rendering of a decision on the application;
- (c) The City Council shall hold a public meeting on the application within 60 days of receipt the completed application. A copy of the decision shall be forwarded to the City Council.
- (d) An applicant whose demolition permit has been denied may apply for hardship relief. In order to prove the existence of hardship, the applicant shall have the burden to establish that:
1. The property is incapable of earning a reasonable return on the owner's investment;
 2. The property cannot be adapted for another use that can result in a reasonable return;
 3. No potential purchaser of the property with a reasonable offer who intends to preserve it can be identified.
- (e) The City Council shall hold a public meeting on the hardship application within 60 days following the receipt of the hardship application, at which time the proponents and opponents of the application may present their views. The City Council, may seek expert assistance in the field(s) of real estate development, appraisal, financing, and related areas.
- (f) All decisions shall be in writing. Copies shall be sent to the applicant and a copy filed with the City secretary."

SECTION 3. That this Ordinance shall be cumulative of all other ordinances of the City of Justin, Texas, and this ordinance shall not operate to repeal or affect any such ordinance except so far as the provisions are inconsistent or in conflict, in which event such other ordinance is repealed.

SECTION 4. If any section, article, paragraph, sentence, clause, phrase or word in this ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance; and the City Council hereby declares it would have passed such remaining portions of the ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 5. The fact that the present ordinances and regulations of the City of Justin, Texas are inadequate to properly safeguard the health, safety, morals, peace and general welfare of the inhabitants of the City of Justin, Texas, creates an emergency for the immediate preservation of the public business, property, health, safety and general welfare of the public which requires that this ordinance shall become effective from and after the date of its passage, and it is accordingly so ordained.

DULY PASSED by the City Council of the City of Justin, Texas, on the 27th day of March 2025.

On first reading, the 27th day of February 2025.

On the second and final reading, the 27th day of March 2025.

APPROVED:



James Clark, Mayor

ATTEST:

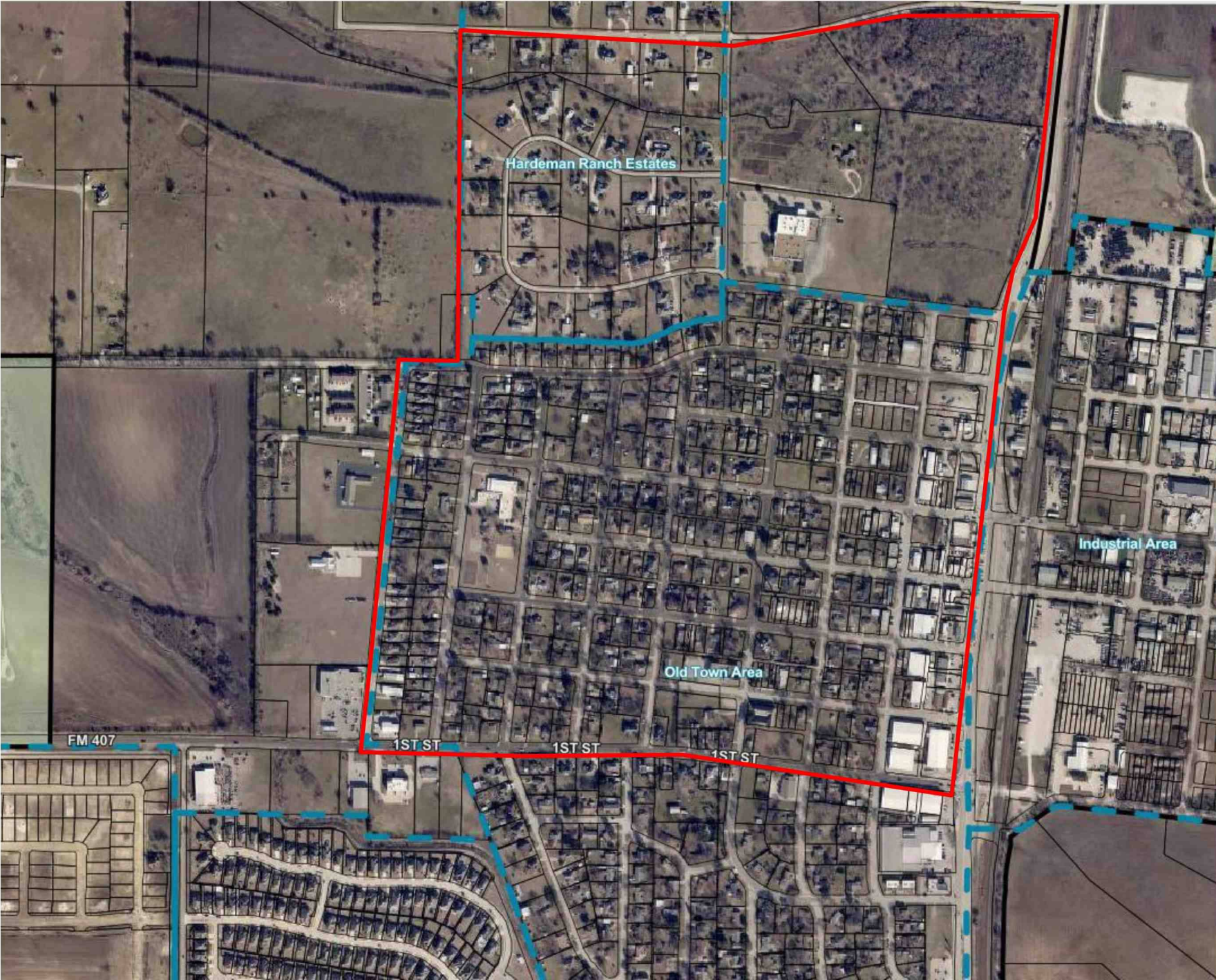


Amy Piukana, City Secretary

APPROVED AS TO FORM:



City Attorney



ORDINANCE NO. 831-26

AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS REPEALING ORDINANCE NO. 781-25 AND REMOVING SECTION 10-27, “DEMOLITION PERMITS AND ECONOMIC HARDSHIP,” FROM CHAPTER 10 – BUILDINGS AND BUILDING CODE OF THE CITY CODE OF ORDINANCES; PROVIDING FINDINGS; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 27, 2025, the City Council adopted Ordinance No. 781-25, which added Section 10-27 to Chapter 10 of the City of Justin Code of Ordinances and instituted a demolition permit moratorium within the Old Town Area in order to pause demolition activity while the City initiated the Old Town Master Plan; and

WHEREAS, the purpose of the demolition permit moratorium was to allow the City sufficient time to engage residents, businesses, and stakeholders, and to prepare a comprehensive Old Town Master Plan to guide future development and preservation efforts; and

WHEREAS, the Old Town Master Plan and its associated implementation components are now nearing completion and are ready for consideration by City Council; and

WHEREAS, in conjunction with the adoption of the Old Town Master Plan, the City Council finds that the continued application of the demolition permit moratorium is no longer necessary and that repeal is appropriate in order to allow development to proceed under the adopted vision and standards for the Old Town Area; and

WHEREAS, all constitutional, statutory, and legal prerequisites for the passage of this Ordinance have been met, including but not limited to the Open Meetings Act;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. The foregoing recitals are found to be true and correct and are incorporated herein as if fully set forth.

SECTION 2. Ordinance No. 781-25, adopted on March 27, 2025, is hereby repealed in its entirety.

SECTION 3. Section 10-27, entitled “Demolition Permits and Economic Hardship,” is hereby removed from Chapter 10 – Buildings and Building Code of the City of Justin Code of Ordinances.

SECTION 4. This Ordinance shall be cumulative of all other ordinances of the City of Justin, Texas, and shall not operate to repeal or affect any such ordinances except insofar as they are inconsistent or in conflict herewith, in which event such conflicting ordinances are hereby repealed to the extent of the conflict.

SECTION 5.

If any section, article, paragraph, sentence, clause, phrase, or word of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining portions notwithstanding such invalidity.

SECTION 6.

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

DULY PASSED by the City Council of the City of Justin, Texas, on the 11th day of December 2025.

On first reading, the 22nd day of January 2026.

On the second and final reading, the 12th day of February 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 4. (
CONSENT AGENDA
)

Title: Consider adopting Ordinance 832-26 ordering a General Election to be held on May 2, 2026, for the purpose of electing a Mayor, Place 4, Place 5, and Place 6, City Council seats; and take appropriate action.

Department: Administration

Contact: Amy Piukana, City Secretary

Recommendation:

Motion to adopt Ordinance 832-26, as presented.

Background:

With terms expiring for Mayor, City Council Place 4, Place 5, and Place 6, the City will hold a General Election on May 2, 2026, to elect members. The proposed Ordinance orders the General Election and authorizes a Joint Election Order with other Denton County Political Subdivisions, and authorizes Denton County Elections to conduct the City election.

City Attorney Review: No

Attachments:

1. Ord May 2026 General Election Order
2. Ord May 2026 General Election - Spanish Version

ORDINANCE NO. 834-26

AN ORDINANCE OF THE CITY OF JUSTIN, TEXAS (“CITY”), CALLING FOR A GENERAL MUNICIPAL ELECTION ON SATURDAY, MAY 2, 2026, FOR THE PURPOSE OF ELECTING MAYOR FOR A THREE (3) YEAR TERM, AND FOR THE ELECTION OF CITY COUNCIL PLACE FOUR, PLACE FIVE, AND PLACE SIX TO SERVE TWO (2) YEAR TERMS, AUTHORIZING NOTICE OF ELECTION; AUTHORIZING A JOINT ELECTION ORDER WITH OTHER DENTON COUNTY POLITICAL SUBDIVISIONS; AUTHORIZING THE CITY SECRETARY TO ENTER INTO AN AGREEMENT WITH DENTON COUNTY FOR THE ELECTION; FIXING THE TIME, PLACE, AND MANNER OF HOLDING SAID ELECTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, under the provisions of State law the City Council call a General Municipal Election for the purpose of electing Mayor for a three (3) year term, and for the election of Place four, Place five, and Place six for City Council Member for a two (2) year term; and

WHEREAS, Section 41.001(a) of the Texas Election Code, as amended, provides for a general election and special election of City Officials to be held on uniform election dates, being the first Saturday in May or the first Tuesday after the first Monday in November; and

WHEREAS, Section 11.0581(a) of the Texas Education Code requires independent school districts (ISDs) to conduct their general election for trustees on the same date as the election for the members of the governing body of a municipality located in the school district; the general election for state and county officers, or the election for the members of the governing body of a hospital district; and

WHEREAS, Section 271 of the Texas Election Code authorizes the elections ordered by the authorities of two or more political subdivisions that are to be held on the same day in all or part of the same county to be held jointly in the election precincts that can be served by common polling places; and

WHEREAS, the City is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this ordinance; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including, but not limited to the Open Meetings Act; and

WHEREAS, the purpose of this ordinance is to promote the public health, safety, and general welfare of the citizens of the City of Justin.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS;

SECTION 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2. That, a General Municipal Election be and the same is hereby ordered to be held on the first Saturday in May 2026, the same being May 2, 2026, for the purpose of electing Mayor for

a three (3) year term and City Council Members Place four, Place five and Place six for two (2) year terms.

SECTION 3. That, said election shall be held in accordance with the Election Code of the State of Texas, the statutes of the State of Texas, The City Charter, this ordinance of the City of Justin, Texas, and shall be in conformity with the procedures set forth herein.

SECTION 4. That, the election shall be held jointly with the Denton County, and other Denton County governmental entities on May 2, 2026, pursuant to Section 11 of the Texas Education Code and Section 271 of the Texas Election Code. The costs of said election shall be shared by the governmental entities as set forth in the Election Services Contract which will be on file in the City Secretary's office.

SECTION 5. That, a single election precinct is hereby created, which consist of the territory located within the corporate limits of the City of Justin, Texas, the official polling place for voting on Election Day shall be the Justin City Hall, 415 N. College Ave., Justin, Texas. All resident, qualified voters of the City of Justin, Texas shall be permitted to vote in said election. In addition, the election materials as outlined in Section 272.005, Texas Election Code, shall be printed in both English and Spanish for use at the polling places during Early Voting and on Election Day.

SECTION 6. That, the polling place for said election shall be open from 7:00 a.m. to 7:00 p.m. on Election Day.

SECTION 7. That, in compliance with Section 85.004 of the Texas Election Code, early voting by personal appearance shall be conducted at the various Denton County polling locations.

SECTION 9. That, the City Secretary, with the concurrence of the City Council, is hereby authorized to execute the Election Services Contract, and any amendments thereto, on behalf of the City. The City Secretary is authorized to prepare a Notice of Election as prescribed by the Texas Election Code, to be posted not later than April 11, 2026, and published in accordance with the provisions of the Code and the City Charter one time, no earlier than April 2, 2026, and no later than April 22, 2026.

SECTION 10. That, this ordinance shall take effect immediately from and after its passage, as the law in such cases provide.

PASSED ON THE FIRST READING BY THE CITY COUNCIL ON THE 22nd DAY OF JANUARY , 2026.

PASSED ON SECOND READING BY THE CITY COUNCIL ON THE 12th DAY OF FEBRUARY, 2026.

APPROVED:

Mayor, James Clark

ATTEST:

City Secretary, Amy M. Piukana

APPROVED AS TO FORM:

City Attorney, Matthew Boyle

ORDENANZA N.º 834-25

UNA ORDENANZA DE LA CIUDAD DE JUSTIN, TEXAS ("CIUDAD"), QUE CONVOCA A UNA ELECCIÓN MUNICIPAL GENERAL EL SÁBADO 2 DE MAYO DE 2026, CON EL PROPÓSITO DE ELEGIR ALCALDE PARA UN PERÍODO DE TRES (3) AÑOS, Y PARA LA ELECCIÓN DE LOS LUGARES CUATRO, CINCO Y SEIS DEL CONCEJO MUNICIPAL PARA SERVIR POR DOS (2) AÑOS, AUTORIZANDO EL AVISO DE ELECCIÓN; AUTORIZANDO UNA ORDEN DE ELECCIÓN CONJUNTA CON OTRAS SUBDIVISIONES POLÍTICAS DEL CONDADO DE DENTON; AUTORIZANDO A LA SECRETARÍA MUNICIPAL A CELEBRAR UN ACUERDO CON EL CONDADO DE DENTON PARA LA ELECCIÓN; FIJANDO EL TIEMPO, LUGAR Y MANERA DE CELEBRAR DICHA ELECCIÓN; Y PROPORCIONANDO UNA FECHA DE ENTRADA EN VIGOR.

CONSIDERANDO que, bajo las disposiciones de la ley estatal, el Concejo Municipal convoca una Elección Municipal General con el propósito de elegir Alcalde por un período de tres (3) años, y para la elección de los Lugares Cuatro, Cinco y Seis del Concejo Municipal por un período de dos (2) años; y

CONSIDERANDO que la Sección 41.001(a) del Código Electoral de Texas, según enmienda, establece que las elecciones generales y especiales de funcionarios municipales se celebren en fechas uniformes de elección, siendo el primer sábado de mayo o el primer martes después del primer lunes de noviembre; y

CONSIDERANDO que la Sección 11.0581(a) del Código de Educación de Texas requiere que los distritos escolares independientes (ISD) celebren su elección general para fideicomisarios en la misma fecha que la elección para los miembros del órgano de gobierno de un municipio ubicado en el distrito escolar; la elección general para funcionarios estatales y del condado, o la elección para los miembros del órgano de gobierno de un distrito hospitalario; y

CONSIDERANDO que la Sección 271 del Código Electoral de Texas autoriza que las elecciones ordenadas por las autoridades de dos o más subdivisiones políticas que se celebren el mismo día en todo o parte del mismo condado se celebren conjuntamente en los distritos electorales que puedan ser atendidos por lugares de votación comunes; y

CONSIDERANDO que la Ciudad está autorizada por ley para adoptar las disposiciones contenidas en el presente documento, y ha cumplido con todos los requisitos previos necesarios para la aprobación de esta ordenanza; y

CONSIDERANDO que se han cumplido todos los requisitos legales y constitucionales para la aprobación de esta ordenanza, incluyendo, entre otros, la Ley de Reuniones Abiertas; y

CONSIDERANDO que el propósito de esta ordenanza es promover la salud pública, la seguridad y el bienestar general de los ciudadanos de la Ciudad de Justin.

POR LO TANTO, SE ORDENA POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE JUSTIN, TEXAS:

SECCIÓN 1. Que todos los asuntos mencionados anteriormente se consideran verdaderos y correctos y se incorporan aquí por referencia como si se copiaran en su totalidad.

SECCIÓN 2. Que se ordena celebrar una Elección Municipal General el primer sábado de mayo de 2026, siendo el 2 de mayo de 2026, con el propósito de elegir Alcalde por un período de tres (3) años y Miembros del Concejo Municipal Lugares Cuatro, Cinco y Seis por períodos de dos (2) años.

SECCIÓN 3. Que dicha elección se celebrará de conformidad con el Código Electoral del Estado de Texas, las leyes del Estado de Texas, la Carta Orgánica de la Ciudad, esta ordenanza de la Ciudad de Justin, Texas, y en conformidad con los procedimientos establecidos en el presente documento.

SECCIÓN 4. Que la elección se celebrará conjuntamente con el Condado de Denton y otras entidades gubernamentales del Condado de Denton el 2 de mayo de 2026, conforme a la Sección 11 del Código de Educación de Texas y la Sección 271 del Código Electoral de Texas. Los costos de dicha elección serán compartidos por las entidades gubernamentales según lo establecido en el Contrato de Servicios Electorales que estará archivado en la oficina de la Secretaría Municipal.

SECCIÓN 5. Que se crea un único distrito electoral, que consiste en el territorio ubicado dentro de los límites corporativos de la Ciudad de Justin, Texas, el lugar oficial de votación el Día de la Elección será el Ayuntamiento de Justin, 415 N. College Ave., Justin, Texas. Todos los votantes residentes y calificados de la Ciudad de Justin, Texas podrán votar en dicha elección. Además, los materiales electorales, según lo establecido en la Sección 272.005 del Código Electoral de Texas, se imprimirán en inglés y español para su uso en los lugares de votación durante la Votación Anticipada y el Día de la Elección.

SECCIÓN 6. Que el lugar de votación para dicha elección estará abierto de 7:00 a.m. a 7:00 p.m. el Día de la Elección.

SECCIÓN 7. Que, en cumplimiento con la Sección 85.004 del Código Electoral de Texas, la votación anticipada en persona se llevará a cabo en los diversos lugares de votación del Condado de Denton.

SECCIÓN 9. Que la Secretaría Municipal, con el consentimiento del Concejo Municipal, queda autorizada para ejecutar el Contrato de Servicios Electorales y cualquier enmienda al mismo en nombre de la Ciudad. La Secretaría Municipal está autorizada para preparar un Aviso de

Elección según lo prescrito por el Código Electoral de Texas, que se publicará a más tardar el 11 de abril de 2026, y se publicará conforme a las disposiciones del Código y la Carta Orgánica de la Ciudad una vez, no antes del 2 de abril de 2026 y no después del 22 de abril de 2026.

SECCIÓN 10. Que esta ordenanza entrará en vigor inmediatamente después de su aprobación, según lo dispuesto por la ley en tales casos.

APROBADA EN PRIMERA LECTURA POR EL CONCEJO MUNICIPAL EL DÍA 22 DE ENERO DE 2026.

APROBADA EN SEGUNDA LECTURA POR EL CONCEJO MUNICIPAL EL DÍA 12 DE FEBRERO DE 2026.

APROBADO:

Alcalde, James Clark

ATTEST:

Secretaria Municipal, Amy M. Piukana

APROBADO EN CUANTO A FORMA:

Abogado Municipal, Matthew Boyle



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 5. (
CONSENT AGENDA
)

Title: Consider approving Resolution 812-26 amending resolution 786-25 to move the Public Hearing for Impact Fees; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends approval.

Background:

Due to the City Council's meeting schedule, the City does not anticipate holding a Council meeting on February 26. As a result, staff recommends moving the Public Hearing to March 26, 2026.

City Attorney Review: No

Attachments:

1. Resolution 786-25 Water and Wastewater Impact Fees Public Hearing 2.26.26 9_11_2025
2. Proposed Resolution Amending Public Hearing Date

RESOLUTION NO. 786-25

A RESOLUTION OF THE CITY OF JUSTIN, TEXAS, ESTABLISHING A PUBLIC HEARING DATE TO CONSIDER THE AMENDMENT OF WATER, WASTEWATER IMPACT FEES AND IMPOSITION OF A ROADWAY IMPACT FEE; PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Justin wishes to review and update roadway, water and wastewater impact fees; and,

WHEREAS, Chapter 395 of the Texas Local Government Code requires that a political subdivision adopt an ordinance, order, or resolution setting a public hearing to amend existing water and wastewater impact fees and impose a roadway impact fees; and

WHEREAS, the City's Comprehensive Plan was in 2023, the Water and Waste Water Master Plans were adopted in 2024, and the Capital Improvement Plan was adopted in 2024; and

WHEREAS, in accordance with the Texas Local Government Code Section 395, the City of Justin, Texas is proposing to hold a public hearing to consider amending the roadway, water and wastewater impact fees.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF JUSTIN, TEXAS, THAT:

SECTION 1. A public hearing will be held on February 26, 2026, at 5:30 p.m. at 415 N. College Street, Justin, Texas 76247 to consider amending roadway, water and wastewater impact fees.

SECTION 2. That any member of the public has the right to appear at the hearing and present evidence for or against the plan and proposed fee.

SECTION 3. That the Impact Fee Advisory Committee shall provide recommendations prior to the public hearing.

SECTION 4. Land use assumptions and capital improvement plans may be viewed at least 60 days before the public hearing at the Justin City Hall located at 415 N. College Ave or obtained electronically by submitting email request on the City's website: <http://www.cityofjustin.com/>.

DULY PASSED by the City Council of the City of Justin, Texas, this the 11th day of September 2025.



James Clark, Mayor

ATTEST:



Amy Piukana, City Secretary

APPROVED AS TO FORM:



Matthew Boyle, City Attorney

RESOLUTION NO. 812-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, AMENDING RESOLUTION NO. 786-25 TO REVISE THE PUBLIC HEARING DATE TO CONSIDER THE AMENDMENT OF WATER AND WASTEWATER IMPACT FEES AND THE IMPOSITION OF A ROADWAY IMPACT FEE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 11, 2025, the City Council adopted Resolution No. 786-25 establishing a public hearing date of February 26, 2026, to consider the amendment of water and wastewater impact fees and the imposition of a roadway impact fee; and

WHEREAS, Chapter 395 of the Texas Local Government Code requires that a political subdivision adopt an ordinance, order, or resolution setting a public hearing to amend existing water and wastewater impact fees and impose a roadway impact fee; and

WHEREAS, due to the City Council's meeting schedule, the City does not anticipate holding a Council meeting on February 26, 2026; and

WHEREAS, the City Council desires to amend Resolution No. 786-25 to revise the public hearing date accordingly;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. Resolution No. 786-25 is hereby amended to replace the public hearing date of February 26, 2026, with March 26, 2026, at 5:30 p.m., to be held at 415 N. College Street, Justin, Texas 76247, to consider amending roadway, water, and wastewater impact fees.

SECTION 2. All other provisions of Resolution No. 786-25 not expressly amended herein shall remain in full force and effect.

SECTION 3. Any member of the public has the right to appear at the hearing and present evidence for or against the plan and proposed fees.

SECTION 4. The Impact Fee Advisory Committee shall provide recommendations prior to the public hearing.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

DULY PASSED by the City Council of the City of Justin, Texas, on the 22nd day of January 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 6. (
CONSENT AGENDA
)

Title: Consider approving Resolution 808-26, appointing Eric Morales to Place No. 1 on the Board of Ethics; and take appropriate action.

Department: Administration

Contact: Janet Holden, Human Resources Generalist

Recommendation:

Staff recommends approving Resolution 808-26, as presented.

Background:

With the resignation of Lynne Heygster as a regular member, Place 1 of the Board of Ethics, a vacancy has arisen. Typically, the City Council shall shift the alternate position to the regular seat. Mr. Eric Morales has expressed interest in joining as a regular member. The proposed resolution appoints Eric Morales to fill the vacancy on the Place 1 Board of Ethics.

City Attorney Review: No

Attachments:

1. Resolution 808-26 Appoint Eric Morales to Place 1 Board of Ethics

RESOLUTION 808-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS
APPOINTING ERIC MORALES AS A REGULAR MEMBER OF PLACE 1 ON
THE BOARD OF ETHICS.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN,
TEXAS:**

SECTION 1: That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

SECTION 2: That, the following individuals are hereby appointed/reappointed to the Board of Ethics:

	<u>Term Expiration</u>
Place 1: Eric Morales	December 2027
Place 2: Cristina Osteen	December 2026
Place 3: Francies Henry	December 2027
Place 4: Marie Cate	December 2026
Place 5: Joseph Russo	December 2027
Place 6: <i>Vacant (Alt #1)</i>	December 2027
Place 7: <i>Vacant</i>	

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF JUSTIN, TEXAS:**

SECTION 7: If any portion of this resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the City Council hereby determines that it would have adopted this resolution without the invalid provision.

SECTION 8: That this Resolution shall take effect immediately upon passage.

**AND IT IS SO RESOLVED AND APPROVED THIS THE 22nd OF JANUARY,
2026.**

ATTEST:

CITY OF JUSTIN

Amy M. Piukana
City Secretary

James Clark
Mayor



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 7. (
CONSENT AGENDA
)

Title: Consider approving Resolution 810-26, authorizing the City Manager to enter into an interlocal agreement with the City of Denton for the use of cooperative contracts that have been solicited and awarded by other government entities; and take appropriate action.

Department: Administration

Contact:

Recommendation:

City Staff recommends the City Council approve Resolution 810-26, as presented.

Background:

Cooperative purchasing allows the City to utilize contracts that have already been competitively bid by another public entity (such as another city, county, or regional cooperative) and that expressly allow participation by other political subdivisions. Under this structure, the City of Justin issues its own purchase orders directly to the vendor and is responsible for its own scope of work, expenditures, and payments.

This approach provides significant administrative efficiencies, reduces procurement timelines, and allows the City to leverage favorable pricing achieved through larger-volume contracts, while remaining compliant with the Texas Local Government Code.

Participation in cooperative contracts does not create shared financial obligations, pooled contract limits, or joint liability with the originating agency. Each purchase remains subject to the City's budgetary controls and purchasing authority thresholds.

The City's ability to utilize a cooperative contract is dependent on the original contract's effective and expiration dates, including any approved renewal periods. The City may only issue purchase orders or agreements while the originating contract is active; however, the scope and dollar amount of services may be tailored to meet Justin's specific needs.

There is no direct fiscal impact associated with approval of the cooperative purchasing authority. Individual purchases will be subject to available appropriations and applicable approval authority.

City Attorney Review: No

Attachments:

1. Resolution 810-26 ILA for Denton Contracts

RESOLUTION NO. 810-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AND EXECUTE AN INTERLOCAL COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF DENTON, TEXAS, PURSUANT TO CHAPTER 791 OF THE TEXAS GOVERNMENT CODE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 791 of the Texas Government Code, known as the *Interlocal Cooperation Act*, authorizes local governments to enter into interlocal agreements for the purpose of efficiently exercising governmental powers and responsibilities; and

WHEREAS, Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a cooperative purchasing program with another local government; and,

WHEREAS, the City of Justin and the City of Denton desire to enter into an Interlocal Cooperative Purchasing Agreement to allow each party to purchase goods and services under the other party's competitively bid contracts, in accordance with Texas law; and,

WHEREAS, participation in cooperative purchasing is anticipated to result in cost savings, increased efficiency, and reduced administrative burden for the City of Justin while maintaining compliance with applicable procurement requirements; and,

WHEREAS, the City Council of the City of Justin finds that entering into an Interlocal Cooperative Purchasing Agreement is in the best interest of the City and its residents;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. The City Manager is hereby authorized to execute an Interlocal Cooperative Purchasing Agreement with the City of Denton, Texas, in substantially the form presented to the City Council and in a form acceptable to the City Attorney.

SECTION 2. The purpose of the Interlocal Cooperative Purchasing Agreement is to establish a cooperative purchasing program that allows the City of Justin to purchase goods and services under contracts competitively solicited and awarded by the City of Denton, pursuant to Subchapter F, Chapter 271 of the Texas Local Government Code.

SECTION 3. All purchases made under the Interlocal Cooperative Purchasing Agreement shall be subject to the City of Justin's adopted budget, purchasing policies, and applicable approval authority, and each party shall remain independently responsible for its own purchases and obligations.

SECTION 4. This Resolution shall take effect immediately upon its passage and approval.

DULY PASSED by the City Council of the City of Justin, Texas, on the 22ND day of January 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney



City Council Coversheet
January 22, 2026
415 N. COLLEGE AVE.

Agenda Item: 8. (
CONSENT AGENDA
)

Title: Consider approving Resolution 814-26 memorializing direction to the City Manager authorizing the execution of a Letter of Intent for the sale of real property in Justin Town Square; and take appropriate action.

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends approval.

Background:

The resolution is to memorialize direction from City Council to staff to execute an LOI for real property.

City Attorney Review: No

Attachments:

1. Proposed Resolution

RESOLUTION NO. 814-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, MEMORIALIZING THE DIRECTION PREVIOUSLY GIVEN BY CITY COUNCIL TO AUTHORIZE THE CITY MANAGER, OR DESIGNEE, TO EXECUTE A LETTER OF INTENT FOR THE SALE OF CITY-OWNED REAL PROPERTY LOCATED WITHIN JUSTIN TOWN SQUARE; ACKNOWLEDGING THE EXECUTION OF SAID LETTER OF INTENT ON JANUARY 12, 2025; REQUIRING THAT AN ORDINANCE BE BROUGHT FORWARD FOR CITY COUNCIL CONSIDERATION PRIOR TO THE ACTUAL SALE OF THE PROPERTY IN ACCORDANCE WITH THE TEXAS LOCAL GOVERNMENT CODE; SUBJECT TO REVIEW AND APPROVAL BY THE CITY ATTORNEY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Justin, Texas (the “City”), is the owner of certain real property located within Justin Town Square, commonly identified as JUSTIN TOWN SQUARE BLK 5 LOT 3, Parcel ID No. 1030410 (the “Property”); and

WHEREAS, the City received a Letter of Intent (“LOI”) from North Forest Office Space – Fort Worth, LLC (the “Buyer”), expressing interest in purchasing the Property for the purpose of developing an office or office-related project; and

WHEREAS, the proposed purchase price outlined in the LOI is \$1,732,163.40, or approximately \$16.50 per square foot, to be paid in cash at closing; and

WHEREAS, the City Council finds that the proposed purchase price exceeds both the broker’s recommended value and prior land offers received by the City for property in the surrounding area; and

WHEREAS, the LOI includes customary commercial terms, including earnest money, a feasibility period, deed restrictions limiting the use of the Property to office or another mutually agreed-upon use, and a right of first refusal in favor of the City; and

WHEREAS, City Council previously provided direction to City staff to proceed with execution of the LOI consistent with the terms presented; and

WHEREAS, in accordance with that direction, the LOI was executed by the Director of Development and Economic Development on Monday, January 12, 2025, subject to legal review;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JUSTIN, TEXAS, THAT:

SECTION 1. The City Council hereby memorializes its prior direction authorizing the City Manager, or designee, to execute the Letter of Intent with North Forest Office Space

– Fort Worth, LLC for the sale of the Property, substantially in the form presented to the City Council and executed on January 12, 2025.

SECTION 2. The Letter of Intent is acknowledged as a non-binding instrument intended to outline the general business terms under which the parties may proceed toward a potential transaction.

SECTION 3. Prior to entering into any binding purchase and sale contract or conveying the Property, an ordinance shall be brought forward for City Council consideration and approval in accordance with the Texas Local Government Code.

SECTION 4. This Resolution does not constitute approval of a final purchase and sale agreement, and no binding obligation for the sale of the Property shall exist unless and until approved by City Council by ordinance.

SECTION 5.

This Resolution shall become effective immediately upon its adoption.

DULY PASSED by the City Council of the City of Justin, Texas, on the 22nd day of January 2026.

APPROVED:

James Clark, Mayor

ATTEST:

Amy Piukana, City Secretary

APPROVED AS TO FORM:

City Attorney