



NOTICE OF A REGULAR MEETING

Notice is hereby given that a Regular Meeting of the Governing Body of the City of Ranger, Texas, will be held on **Monday, October 27, 2025 at 5:30 P.M.** in City Hall, 400 West Main Street Ranger, Texas. The following subjects will be discussed, to wit:

Agenda Item 01: Call to Order- Mayor Robert Butler

Roll Call/Quorum Check-City Secretary Hope Delatorre

Invocation of Prayer

Pledge of Allegiance to the United States Flag

Pledge of Allegiance to the Texas Flag

Agenda Item 02: Citizen's Presentation-At this time, anyone on the list will be allowed to speak on any matter other than personnel matters or matters under litigation, for a length of time not to exceed THREE minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.

Agenda Item 03: Announcements from the City Commission or Staff-Comments may be made by the commission or staff, **BUT NO ACTION TAKEN** on the following topics without specific notice. Those items include: Expressions of Thanks, Congratulations or Condolence; Information on Holiday schedules; Recognition of public officials, employees or citizens other than employees or officials whose status may be affected by the council through action; Reminders of community events or announcements involving an imminent threat to the public health and safety of the people of the municipality.

Agenda Item 04: Discuss/Consider: Approval of minutes of previous meetings:

- October 14, 2025

Agenda Item 05: Discuss/Consider: City Manager's Report: business regarding city administration. The City Commission may provide staff direction; however, no action shall be taken. (City Manager)

Agenda Item 06: Discuss/Consider: REDC Actions and Recommendations Regarding Ranger's Historic Depot (REDC)

Agenda Item 07: Discuss/Consider: A Request to Close Commerce Street for a Trunk or Treat Event (Kathy Glidewell)

Agenda Item 08: Discuss/Consider: Allowing the Engineer for the Willow Park Pool Group to advertise for bids on the subsurface inspection of the pool on behalf of the City of Ranger. City Attorney has given his approval. (City Manager)

Agenda Item 09: Discuss/Consider: Establish a Program to Recognize Businesses and Citizens' Contributions to the City of Ranger (Mayor)

Agenda Item 10: Discuss/Consider: Completion of Roof Repairs at City Hall with the Contingency Funds (Finance Director)

Agenda Item 11: Discuss/Consider: Removing the Priority Lien on a small parcel(s) (roughly half acre) of Ranger Airfield to allow financing for an individual's new private, taxable Hangar (Ranger Airfield Foundation/Builders)

Agenda Item 12: Discuss/Consider: Payment of the FY 24/25 First Quarter Payroll Taxes with Contingency Funds (City Manager, Finance Director)

Agenda Item 13: Discuss/Consider: Purchasing of a Used Bulldozer versus Leasing a Bulldozer. The equipment costs would be divided between Streets and Code Enforcement budgets. (City Manager)

Agenda Item 14: Discuss/Consider: Approval of a Records Management Plan in accordance with the Texas Local Government Records Act.

The Texas Local Government Records Act directs that each local government must establish an active and continuing records management program; and the City of Ranger desires to adopt a plan to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping. (City Secretary, Mayor)

Agenda Item 15: Discuss/Consider: Resolution 2025-10-27-A – A Resolution for the City of Ranger establishing Policies and Procedures.

Establishment of a resolution establishing the rules of order and order of business to include times and dates of regular meetings; information on agenda items; and scheduling of special and/or called meetings. (Mayor)

Agenda Item 16: Discuss/Consider: Second and Final Reading of Ordinance 2025-10-14-1-A: An Ordinance of the City of Ranger, Texas regulating the placement and installation of HUD-Code Manufactured Homes and Modular Homes in the City; requiring permits; allowing HUD-Code manufactured and modular homes only in certain areas of the City; Regulating Manufactured Home Communities; providing for certain nonconforming uses; providing a Penalty Clause; providing Severability, Repealer, and Open Meeting Clauses; providing for an Effective Date; and allowing the City Manager to approve such Permits. (City Manager)

Agenda Item 17: Discuss/Consider: Review of an Initial Draft of a Tiny Home Ordinance. An ordinance to provide for the regulation and permitting of tiny homes and Accessory Dwelling Units (ADUs) to include addressing standards on foundations, moveable tiny homes, floodplain requirements, and enforcement. (City Manager, Mayor)

Agenda Item 18: Discuss/Consider: Retire into Executive Session to deliberate on any items as authorized by Texas Government Code 551.074 Personnel Matters regarding:

- Animal Control Officer
- City Manager Evaluation

Agenda Item 19: Discuss/Consider: Reconvene into Open Session to take action as determined appropriate, as authorized by Texas Government Code 551.074 Personnel Matters regarding:

- Animal Control Officer
- City Manager Evaluation

Agenda Item 20: Discuss/Consider: Adjournment

I, the undersigned authority, do hereby certify that the above notice of meeting of the Governing Body of the City of Ranger is a true and correct copy of said notice on the bulletin board at the City Hall of the City of Ranger, a place convenient and readily available to the general public at all times, and notice was posted by 5:00 p.m., October 21, 2025 and remained posted for three business days preceding the scheduled time of the meeting.

Hope Delatorre

Hope Delatorre, Ranger City Secretary

The City council reserves the right to convene into Executive Session concerning any of the items listed on this agenda under the authority of the Mayor, whenever it is considered necessary and legally justified under the Open Meetings Act.

NOTICE OF ASSISTANCE

Ranger City Hall and Council Chambers are wheelchair accessible and accessible parking spaces are available. Request for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact City Secretary's office at (254) 647-3522 for information or assistance.

This Notice was placed on the outside bulletin board on October 21, 2025 at _____

By _____.

Hope Delatorre, City Secretary



REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Tuesday, October 14, 2025 at 5:30 p.m.** in City Hall, 400 West Main Street Ranger, Texas. The following subjects were discussed, to wit:

Council Members and City Staff Present:

Honorable Robert Butler	Mayor
Commissioner Vicki Doyle	Place 1
Commissioner Jim McCullough	Place 2
Commissioner Katie Billings	Place 3
Commissioner Jared Calvert	Place 4
City Secretary Hope Delatorre	
Public Works Director Daniel Plascencia	
Finance Director/Municipal Clerk Carol Stephens	
Animal Control Officer Carrie Piant	
Fire Chief Darrell Fox	
Police Chief Charles Rodriguez	

Agenda Item 01: Call to Order-Mayor Robert Butler

Roll Call/Quorum Check Hope Delatorre City Secretary
Invocation of Prayer
Pledge of Allegiance to the United States Flag
Pledge of Allegiance to the Texas Flag

Agenda Item 02: Citizen's Presentation-At this time, anyone on the list will be allowed to speak on any matter other than personnel matters or matters under litigation, for a length of time not to exceed THREE minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.

No citizens were signed up to speak.

Agenda Item 03: Announcements from City Commission or Staff - Comments may be made by council or staff, **BUT NO ACTION TAKEN** on the following topics without specific notice. Those items include: Expressions of Thanks, Congratulations or Condolence; Information on Holiday schedules; Recognition of public officials, employees or citizens other than employees or officials whose status may be affected by the council through action; Reminders of community events or announcements involving an imminent threat to the public health and safety of the people of the municipality.

The City Secretary announced that City Hall offices would be closed on October 27 from 8-12 for training and November 11 for Veteran’s Day. Mayor Butler stated that the City Manager would be out of office this week for Code Enforcement training.

Agenda Item 04: Discuss/Consider: Approval of minutes of previous meetings:

- September 29, 2025

Motion was made by Commissioner Billings to approve the minutes.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 05: Discuss/Consider: Consent Items; the Approval of Monthly Department Reports:

- **Library Report:** Librarian Diana McCullough
- **REDC 4A Report:** MJ Dawson
- **REDC 4B Report:** MJ Dawson
- **Municipal Court Report:** Judge Doyle Russell
- **Fire/EMS Report:** Chief Darrell Fox
- **Police Department:** Chief Charles Rodriguez
- **Animal Control Report:** Officer Carrie Pilant
- **Code Enforcement Report:** Chief Rodriguez/Diana McCullough
- **Public Works Report:** Daniel Plascencia
- **Finance Report:** Carol Stephens

During the REDC report, questions were raised about the TA Truck Stop that the REDC had approved a \$5000 Environmental Study, and the construction of the truck stop had stalled. The commission highlighted that staff should follow up on payments due for city utilities.

Motion was made by Commissioner Doyle to approve the departmental reports.

Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 06: Discuss/Consider: Tiny Home Briefing (Brian Jackson)

Bryan Jackson proposed an ordinance that would allow for construction of tiny homes in the City of Ranger.

Motion was made by Commissioner Calvert to place the ordinance on the next agenda for Commission review.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 07: Discuss/Consider: Approval of a Mobile Home Permit for Arrellano (City Secretary)

Motion was made by Commissioner Calvert to approve the permit.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 08: Discuss/Consider: Designate a Records Management Officer (City Secretary)

In order to remain in compliance with the Texas Local Government Records Act, the City of Ranger needed to designate an officer. The Commission recommended designation of an alternate.

Motion was made by Commissioner Calvert to designate the City Secretary as Records Management Officer and the Utility Billing Clerk as the alternate.
Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 09: Discuss/Consider: Approval of Final Executive Summary for Commission Investigation (Mayor)

Moved to Agenda Item 04

The Commission wished to edit the document to reflect “Maintenance” instead of “Memorial” to be written as Ranger Airfield Maintenance Foundation.

Motion was made by Mayor Butler to approve the Executive Summary with edits and attach the document to the approved minutes of the meeting.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 10: Discuss/Consider: Second and Final Reading of Ordinance 2025-:10-14-1-A: An Ordinance of the City of Ranger, Texas regulating the placement and installation of HUD-Code Manufactured Homes and Modular Homes in the City; requiring permits; allowing HUD-Code manufactured and modular homes only in certain areas of the City; Regulating Manufactured Home Communities; providing for certain nonconforming uses; providing a Penalty Clause; providing Severability, Repealer, and Open Meeting Clauses; providing for an Effective Date; and allowing the City Manager to approve such Permits. (City Manager)

Motion was made by Commissioner Calvert to table the second reading of the ordinance until the next meeting.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 11: Discuss/Consider: In-Progress planning for the reopening of Gordon Street (Mayor, Austin May)

Due to the absence of Austin May, there was not any discussion on this matter.

Motion was made by Mayor Butler to table the item until the next meeting.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 12: Discuss/Consider: Require Legal Bills to be on a 30-day deadline (Commissioner Billings)

Commissioner Billings stated that it was good business practice to have invoices sent on a 30-day net in order to prevent old bills from being received with little to know explanation.

Motion was made by Commissioner Calvert to request to amend the contract with the attorney of record to reflect a 30-day deadline.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 13: Discuss/Consider: Review Petition for Temporary Injunction Against the City of Ranger for Commission Action, if needed (Mayor, City Attorney)

Moved to Agenda Item 05

Mayor Butler explained that the City of Ranger had been served with a Temporary Restraining Order involving the Ranger Airfield Foundation land conveyance. The Mayor, City Manager, and the City Secretary appeared in court, and the Temporary Restraining Order was dissolved; the Plaintiff's Application for Temporary Injunction was denied; and costs of the proceeding are taxed against the Plaintiff, attorney's fees will be carried forward for review.

Motion was made by Mayor Butler to attach the order to the approved minutes of the meeting to be posted on the website.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 14: Discuss/Consider: Change the Starting Time for City of Ranger Commission Regular Meetings to 4:30 pm (Mayor)

The Commission discussed changing the starting time of the meetings to 4:30 pm. The mayor shared a few requests to keep the time at 5:30 and noted some of those requests were not from Ranger residents.. Discussion included potential savings against the budget with the earlier start times. There was discussion of considering an early morning meeting time, however, any earlier start time would impact work schedules for some of the Commissioners.

Motion was made by Commissioner Doyle to leave the meetings at 5:30 pm with a Resolution prepared for Policies and Procedures at the next meeting.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 15: Discuss/Consider: Resolution No. 2025-10-14-A – A Resolution for the City of Ranger Recognizing the Importance of Municipal Courts, the Rule of Law, and the Fair and Impartial, Administration of Justice (Municipal Judge)

The commission thanked the municipal judge and court clerk for their service. They highlighted the importance of community safety to include safe driving, not driving impaired, not speeding, maintaining emergency medical information along with emergency contact information and driver's license, tools, first aid kit, and your car's owner's manual.

Motion was made by Mayor Butler to adopt the Resolution.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 16: Discuss/Consider: Payment of the TCEQ Records Violation from 2023 due to missing documents (Public Works Director)

The city was notified that a TCEQ violation was still open from 2003. The City Manager had contacted them and coordinated a settlement for commission approval and action. The issues were related to public notification violations that were still open from the enforcement case. Once settlement is achieved and compliance with the Public Notices are met, then the case would be closed.

Motion was made by Commissioner Calvert to approve the payment of the fine for \$2447.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 17: Discuss/Consider: Advertising for Bids for the Willow Park Pool – Subsurface Investigation (Finance Director, Willow Park Pool)

Mayor Butler suggested getting advertisements for bids by the city for Willow Park Pool Group to get with the City Manager for a subsurface investigation that includes core sampling for the pool.

Motion was made by Commissioner Billings to take no action.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 18: Discuss/Consider: Potential approval of the REDC assistance to the Ranger Beautification Committee for the renovation of the decorative oil derricks. (REDC President)

Vicki Gerdes with the Ranger Beautification Committee presented quotes to the Commission to put a powder coating on the decorative oil derricks in the City of Ranger. The quote had gone from \$3870 to \$4280 for eighteen derricks.

Motion was made by Commissioner Calvert to approve \$4280 from the REDC B-Board for the project.

Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 19: Discuss/Consider: Update on RekTek (REDC President)

Moved to Agenda Item 06

Angela Deacon presented an agreement to the Commission that included an incentive package with RekTek that would allow REDC to pay RekTek to relocate their business to Ranger. The agreement would include the use of the local bank, materials locally sourced in Ranger and would have a payout of \$2000 at closing, \$250 for a water/sewer deposit, and at 60 days after being open a final payment of \$2000. The funding would be contingent upon the business remaining open for two years or will have to be paid back.

Motion was made by Commissioner Billings to accept the agreement.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 20: Discuss/Consider: Ranger Park Revitalization Project (John Boyett)

Moved to Agenda Item 07

John Boyett with the REDC presented an update for the Park Revitalization Project for which he had been appointed the project manager. Updates included fundraising opportunities such as a golf tournament, a brick paver fund drive, and quotes for park equipment.

Motion was made by Commissioner Billings to take no action.

Seconded by Commissioner Calvert.

Unanimously approved.

Agenda Item 21: Discuss/Consider: Purchase of a Police Vehicle (Chief of Police)

The commission discussed the purchase of a police vehicle. This cost is included in the FY 25-26 budget. The police force has two 2018 Ford Explorers with over 100,000 miles. There are funds in the Police Vehicle Fund for the purchase of a vehicle. The Chief of Police explained that there is also money to outfit the vehicle, and they are exploring potential cost savings for that.

Motion was made by Commissioner Billings to approve the Police Department to use the Police Vehicle Fund to purchase a vehicle for \$49,380.95 from Planet Ford.
Seconded by Commissioner Calvert.

Unanimously approved.

Agenda Item 22: Discuss/Consider: Plan Repairs to the Animal Shelter (Chief of Police, Officer Pilant)

Chief Rodriguez noted that there was not currently a plan. The city has submitted an ASPCA grant that could provide around \$100,000. The city had requested bids which were expected before October 17.

Motion was made by Commissioner Calvert to take no action.
Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 23: Discuss/Consider: Carol Stephens becoming an Associate Judge (Municipal Judge)

Carol Stephens, Municipal Clerk, offered to be trained as an Associate Judge at no extra cost to the city for when the Municipal Judge was out of office. A commissioner expressed concern with the optics of the Finance Director overseeing fines. The mayor noted that this was not a real concern as the finance director does not receive those funds, and our municipal court actions are to promote safety and are not a revenue stream. It has highlighted that there is a benefit to having redundant capabilities and alternate staffing for key city activities. After the discussion, the municipal clerk removed herself from consideration.

Motion was made by Commissioner McCullough to take no action.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 24: Discuss/Consider: Completion of Roof Repairs at City Hall with the Contingency Funds (Finance Director)

Finance Director, Carol Stephens, received a quote from a local roof repair contractor to replace the roof on City Hall including the subfloor for around \$70k-\$75k with a five-year guarantee. Due to the cost being below \$100k, the item did not have to go out to bid.

Motion was made by Mayor Butler to table the item until the next meeting to address plans for the roof cost.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 25: Discuss/Consider: Adjournment

Motion was made by Commissioner Billings to adjourn.

Seconded by Commissioner Doyle.

Unanimously approved.

Adjourned at 20:09.

These minutes were approved on the _____ day of _____ 20____

CITY OF RANGER, TEXAS

ATTEST:

Hope Delatorre, City Secretary

Robert Butler, Mayor



400 West Main St
(254) 647-3522 Phone

Ranger, TX 76470
(254) 647-1407 Fax

City Council Meeting Agenda Item Request and Information Sheet

The deadline for submitting an agenda item request and supporting documentation for Council Member Agenda Packets is the Friday by 5PM six (6) business days prior to the 72-Hour Posting of the City Council meeting. Requests received after that time will be scheduled for the following meeting. Please print or type all information. It is the Requestors responsibility to provide all necessary documents.

Requestor: Kathy Gledewell Phone: [REDACTED]

Date Submitted: 7 Oct 25 Time Submitted: 2:58 PM

Meeting Date: 27 Oct 25

Agenda Item Title: Road closure for Oct 31st, 2025
Commerce Street 5:30 PM - 7:00 PM

Description: _____

Recommended Action: Close the road in front of
the museum

CITIZEN SIGNATURE Kathy Gledewell

Attach any supporting documents for Council Member Agenda packets.

ADVERTISEMENT FOR BIDS

City of Ranger, TX
Ranger, Texas
Willow Park Pool – Subsurface Investigation

General Notice

City of Ranger, TX (Owner) is requesting Bids for the construction of the following Project:

Subsurface Investigation
[Project Number]

Bids for the construction of the Project will be received at the **Ranger City Hall** located at **400 W. Main St. Ranger, Texas 76470**, until **[day], [date]** at **[time for receipt of Bids]** local time. At that time the Bids received will be **publicly** opened and read.

The Project includes the following Work:

Investigate subsurface anomalies identified by previous geophysical scans in and around Willow Park Pool in Ranger, TX.

1. **Core and auger six holes in the pool slab and provide borescope pictures to be collected of the sub slab anomalies.**
 - a. **Location of cores & augered holes to be coordinated with Engineer or Site Representative.**
2. **Core through the pool decking and auger two holes outside of pool near Willow Park Creek to confirm drain line location.**
3. **Auger one hole near the fence line along each side North, East, & South (three total) to a depth of 30' or until rock is found to eliminate concern of large void or cavern under/near the pool.**
4. **All augered holes will be filled with bentonite slurry to ensure no voids are left following the investigation**
 - a. **If the volume of the void is more than 150% of the calculated volume based on diameter and depth, the Contractor shall plate over the hole until additional steps to fill/support the pool can be determined.**
5. **All cored holes will be sealed with an epoxy bonding agent and high-strength non-shrink grout to repair the pool slab.**

Bids are requested for the following Contract: **Willow Park Pool – Subsurface Investigation - [Project Number]**

Owner anticipates that the Project's total bid price will be approximately \$**[insert amount]**. The Project has an expected duration of **30** calendar days.

Obtaining the Bidding Documents

Information and Bidding Documents for the Project can be found at the following designated website:

<https://www.civcastusa.com/XXX>

Bidding Documents may be downloaded from the designated website. Prospective Bidders are urged to register with the designated website as a plan holder, even if Bidding Documents are obtained from a plan room or source other than the designated website in either electronic or paper format. The designated website will be updated periodically with addenda, lists of registered plan holders, reports,

and other information relevant to submitting a Bid for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the designated website. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated website.

Pre-bid Conference

Notes to User—Owner should determine if it is desirable to require attendance (mandatory) at the Pre-Bid Conference. Coordinate with the Instructions to Bidders. Choose the appropriate following paragraph and delete the paragraph not used.

A pre-bid conference for the Project will be held on [day, date] at [time] at [name of venue] [street address of venue] [city, state, zip code]. Attendance at the pre-bid conference is encouraged but not required.

A mandatory pre-bid conference for the Project will be held on [day, date] at [time] at [name of venue] [street address of venue] [city, state, zip code]. Bids will not be accepted from Bidders that do not attend the mandatory pre-bid conference.

Instructions to Bidders.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

This Advertisement is issued by:

Owner: **City of Ranger, TX**

By: **[Name of individual authorized to issue legal notice]**

Title: **[Title of individual]**

Date: **[Date of initial publication of advertisement]**

CITY OF RANGER

RECORDS MANAGEMENT POLICY

The Texas Local Government Records Act (LGRA) (Title 6, Subtitle C, Local Government Code), provides that each local government must establish an active and continuing records management program; and the City of Ranger desires to adopt a plan to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping; now therefore:

SECTION 1. DEFINITION OF RECORDS MANAGEMENT. The application of management techniques to the creation, use, maintenance, retention, preservation, and disposal of records for the purpose of reducing the costs and improving the efficiency of recordkeeping. The term includes the development of records control schedules, the management of filing and information retrieval systems, the protection of essential and permanent records, the economical and space-effective storage of inactive records, control over the creation and distribution of forms, reports, and correspondence, and the management of micrographics and electronic and other records storage systems.

SECTION 2. DEFINITION OF RECORDS OF THE CITY OF RANGER. All documents, papers, letters, books, maps, photographs, sound or video recordings, microfilm, magnetic tape, electronic media, or other information-recording media, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by the City of Ranger or any of its officers or employees pursuant to law or in the transaction of public business, are declared to be the records of the City of Ranger and shall be created, maintained, and disposed of in accordance with the provisions of this ordinance or procedures authorized by it and in no other manner.

SECTION 3. RECORDS DECLARED PUBLIC PROPERTY. All records as defined in Section 1 of this plan are declared to be the property of the City of Ranger. No official or employee of the City of Ranger has, by virtue of his or her position, any personal or property right to such records even though he or she may have developed or compiled them. The unauthorized destruction, removal from files, or use of such records is prohibited. Under the Local Government Records Act (LGRA), local government records created or received in the transaction of official business or the creation or maintenance of which were paid for by public funds are public property. A city with custody of a local government record may sell, donate, loan, or transfer a record to (1) a public entity (e.g., museum, library, university) with the approval of the city's records management officer and after the expiration of the record's retention period; and (2) a private entity in some circumstances.

SECTION 4. POLICY. It is declared to be the policy of the City of Ranger to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, and disposition of all records of this office through a comprehensive system of integrated procedures for the management of records from their creation to their ultimate disposition, consistent with the requirements of the Local Government Records Act and accepted records management practice. This policy shall apply to all employees, agents, independent contractors, and volunteers of the City of Ranger.

SECTION 5. STORAGE OF RECORDS ELECTRONICALLY. The Local Government Records Act (LGRA) authorizes a city to both microfilm its records and store them electronically. Before beginning this process, it is important that the city review the relevant requirements in the LGRA and contact Texas State Library and Archives Commission (TSLAC).

SECTION 6. RECORDS MANAGEMENT OFFICER. The city's records management officer and alternate are responsible for administering a city's records management program. The City Secretary will serve as Records Management Officer and the Utility Billing Clerk will serve as the Records Management Officer Alternate for the City of Ranger as provided by law and will develop policies and procedures to ensure that the maintenance, preservation, security, destruction, electronic storage, and other disposition of the records of this office are carried out in accordance with the requirements of the Local Government Records Act (LGRA). The records management officer and the public information officer positions are two separate positions; however, an individual may serve in both roles. The city's records management position and custodian of records are also separate positions, but an individual may serve in both positions as well.

SECTION 7. DUTIES OF THE RECORDS MANAGEMENT OFFICER AND ALTERNATE. In addition to the other duties outlined in this plan the Records Management Officer and Alternate shall:

- a. Administer the records management program and assist city departments in its implementation;
- b. Plan, formulate, and prescribe records disposition policies, systems, standards, and procedures;
- c. In cooperation with department directors, identify essential records and establish a disaster plan for to ensure maximum availability of the records to reestablish operation quickly and with minimum disruption and expense;
- d. Develop procedures to ensure the permanent preservation of the historically valuable records of the City;
- e. Establish standards for filing and storage equipment and for recordkeeping supplies;

- f. Study the feasibility of and, if appropriate, establish a uniform filing system and a forms design and control system for the City of Ranger;
- g. Monitor records retention schedules and administrative rules issued by the Commission to determine if the records management program and the City's records control schedules comply with state regulations;
- h. Disseminate to the City Commission and department directors information concerning state laws and administrative rules relating to local government records;
- i. Direct Records Liaison Officers or other personnel in the conduct of records inventories in preparation for the development of records control schedules as required by state law and this policy;
- j. Ensure that the maintenance, preservation, microfilming, destruction, or other disposition of the municipal government is conducted in accordance with the policies and procedures of the records management program and the requirements of state law;
- k. Maintain records on the volume of records destroyed under approved records control schedules, the volume of records microfilmed or stored electronically, and the estimated cost and space savings as the result of such disposal or disposition;
- l. Report annually to the City Commission on the implementation of the records management plan in each department of the City of Ranger, including summaries of the statistical and fiscal data compiled under Subsection K hereof; and
- m. Bring to the attention of the City Commission non-compliance by department directors or other municipal personnel with the policies and procedures of the records management program of the Local Government Records Act (LGRA).

SECTION 8. RECORDS CONTROL SCHEDULES. The city must have a records control schedule. A records control schedule is a document prepared by or under the authority of the records management officer that lists the records maintained by the city, their retention periods, and other records disposition information that the records management program in the city requires. Appropriate records control schedules issued by the Texas State Library and Archives Commission (TSLAC) shall be adopted by the Records Management Officer and Alternate for use in the City of Ranger, as provided by law. The Records Management Officer shall prepare amendments to the schedules as needed to reflect new records created or received by this office, or revisions to retention periods established in a records retention schedule issued by the Commission. Any destruction of records of the City of Ranger will be in accordance with these schedules and the Local Government Records Act.

SECTION 9: SEVERABILITY. This plan shall be considered severable, and the invalidity or unconstitutionality of any section, clause, provision, or portion of the plan shall not affect

the validity or constitutionality of any other section, clause, provision, or portion of this plan.

SECTION 10: EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption by the Commission and shall remain in force until amended or repealed.

This Plan is **PASSED**, and **APPROVED** this ____ day of _____, 20__.

Robert Butler, Mayor

ATTEST:

Hope Delatorre, City Secretary

Resolution No. 2025-10-27-A

A Resolution Establishing Policies and Procedures to Guide the Operations, Rules, and Order of Business by the City Commission of the City of Ranger, Texas, and Providing an Effective Date.

WHEREAS, the City of Ranger is a Home Rule city with a charter that establishes the city's governmental structure and provides for the distribution of powers which is reemphasized within this resolution;

WHEREAS, the city must comply with the federal and state constitution and statutory requirements.

WHEREAS, the City Commission of the City of Ranger recognizes the need for clear, effective, and transparent policies and procedures to guide its operations, ensure ethical conduct, and promote the public interest;

WHEREAS, The Commissioners shall meet at such time as may be prescribed by ordinance or resolution, and the Commission shall determine its own rules and order of business, and shall keep a record of its proceedings;

WHEREAS, the Commission is committed to upholding the highest standards of public service, accountability, and compliance with all applicable local, state, and federal laws;

NOW, THEREFORE, BE IT RESOLVED BY CITY COMMISSION OF THE CITY OF RANGER, TEXAS:

Section 1: Purpose

The purpose of this resolution is to formally adopt and establish the policies and procedures that shall govern the conduct, decision-making processes, and administrative operations of the City Commission of the City of Ranger, Texas.

Section 2: Policy and Procedures Adoption

1. The Commission shall maintain a comprehensive set of Policies and Procedures which are outlined in this resolution.
2. These policies and procedures shall be reviewed annually and updated as necessary to reflect changes in law, best practices, and the needs of the Commission.
3. All members, officers, and staff of the Commission are required to comply with the provisions of this Resolution.

Section 3: Municipal Government

1. The municipal government of the City of Ranger shall consist of the City Commission, which shall be composed of five (5) Commissioners, one of whom shall be Mayor of the City.
2. The Commission shall enact all ordinances and resolutions, and adopt all regulations, and constitute the governing body of the city, with all powers and authority herein granted.
3. The Mayor of the City shall be the presiding officer of the Commission except that in his absence or disability to act, a Mayor pro tempore may be chosen; he or she shall be entitled to vote as a member of the Commission; sign all bonds; be the official head of the city, and exercise all powers and perform all duties imposed upon him or her by this Charter and by the ordinances of the city.

4. The Commission shall create and consolidate such offices and may divide the administration of the City's affairs into such offices or departments at their discretion.
5. The Commission shall fix and determine the salaries and wages of all appointive officers and employees of the city and provide for the payment thereof.
6. The city council must adopt an annual budget and conduct the financial affairs of the city in strict conformance with the budget.

Section 4: Meetings of the Commission

1. The Regular Meetings of the Commission of the City of Ranger are scheduled for the second and fourth Monday of each month to begin at 5:30 pm. This meeting may be adjusted when it falls on a federal holiday.
2. The Mayor or the City Manager may schedule special (or called) meetings any time deemed advisable.
3. A majority of all members elected on the Commission shall constitute a quorum to do business.
4. The City Manager may attend all meetings of the Commission, with a right to take part in the discussion, but has no vote.
5. The City Manager may recommend in writing, to the Commission, such measures as he or she may deem necessary or expedient.

Section 5: Code of Conduct

1. Commission members and staff shall adhere to the highest ethical standards, avoiding conflicts of interest and refraining from actions that could undermine public trust.
2. Any potential conflicts of interest must be disclosed promptly and addressed in accordance with the Commission's ethics policy.
3. Statutory requirements are established by the state to address conflicts of interest when decisions will directly impact the personal or business interests of individual commissioners. A commissioner with a conflict of interest as described by the state may have to file an affidavit or abstain from participation in that matter.

Section 6: Meeting Administration

1. All official actions of the Commission shall be taken by majority vote during duly called meetings with a quorum present.
2. Matters requiring Commission approval shall be placed on the agenda and distributed to members in advance of meetings.
3. The Commission may establish committees or subcommittees to study specific issues and make recommendations.
4. The City Manager will keep the Commission fully advised as to the financial condition and needs of the city; and will perform such other duties as may be prescribed by this Charter, or be required of him or her by ordinance or resolution of the Commission.

Section 7: Agenda Development and Key Provisions

1. The agenda will include at a minimum the following:

- a. Designation of the time and location of the regular meetings of the council. A description of the procedures for calling special meetings will be included.
 - b. Call to Order
 - c. Roll Call and Quorum Check
 - d. Invocation of Prayer
 - e. Pledge of Allegiance to the United States and Texas Flags
 - f. Citizen Presentations which the Council cannot act on any matter until such matter has been placed on the agenda and posted in accordance with law.
 - g. Announcements from City Commission or Staff.
 - h. Consent Items which include approval of minutes which may be considered and voted on as a block.
 - i. A City Manger's report on status of various projects, developing issues, and business related to city administration. The City Commission may provide staff with direction; however, no formal action will be taken.
 - j. At least monthly, Staff Reports will be provided to share information on departmental actions and projects. The City Commission may provide staff with direction; however, no formal action will be taken.
 - k. Specific agenda items of business that will be considered by the commission which may include ordinances, resolutions, policies, and other items for formal action.
 - l. Adjournment at the completion of business.
2. All agenda items must be received by the City Manager and City Secretary no later than noon four (4) business days prior to the meeting.
 3. All supporting documents for the meeting that the commission is to consider must be provided by close of business four (4) business days prior to the meeting, so that the City Secretary can prepare packets for the City Commission. If additional information becomes available, it can be provided to the Commission before the start of the meeting, if needed.
 4. For consideration of agenda items from individuals or entities outside of the City Commission or City Staff, a request must be submitted to the City Secretary, with supporting information, two (2) full business days prior to publication of the agenda.

Section 8: Legislative Procedure

1. The affirmative vote of a majority shall be necessary to adopt any ordinance or resolution.
2. Every ordinance or resolution passed by the Commission shall be signed by the Mayor and the City Secretary within two (2) days.
3. Each proposed ordinance or resolution shall be introduced in written or printed form, shall not contain more than one (1) subject, which shall be clearly stated in the title, but general appropriation ordinances may contain the various subjects and accounts for which monies are to be appropriated.
 - a. An ordinance is a local law that usually regulates persons or property and usually relates to a matter of a general and permanent nature.

- b. A resolution generally states a position or policy of a city.
4. No ordinance, unless it be declared an emergency measure, and passed by a unanimous vote of the Commission shall be passed on the day on which it shall be introduced.
5. All ordinances other than emergency measures, shall be published once a week for two (2) consecutive weeks, in the official newspaper designated by the City of Ranger, and no ordinance shall become effective until ten (10) days after the date of its last publication. Each ordinance will have the first and second date of publication listed at the end of the ordinance.
6. An emergency measure is an ordinance or resolution for the immediate preservation of the public peace, property, health or safety, or providing for the usual daily operation of a municipal department.

Section 9: Council Work Sessions

1. Informal work sessions (sometimes called “workshops”) of the council may be needed from time to time to study certain matters in detail.
2. These are most often held in conjunction with budget review since regular council meetings do not provide enough time to consider the budget in detail.
3. Work sessions are also useful for major policy questions.
4. The Texas Open Meetings Act applies to all council meetings, including workshops. The notice of a workshop meeting therefore should be posted in the same manner as the notice of regular council meetings.

Section 10: Investigation by Commission

1. The Commission may investigate the financial transaction of any office or department of the city government and the acts and conduct of any official or employee, in accordance with the City Charter.

Section 11: Establishment of an Official Newspaper

1. The Commission at the beginning of each year is required to designate the official newspaper of the City which shall be the Eastland County Today, which incorporates many publications within the county including the Ranger Times.
2. The Eastland County Today is a once-a-week publication.

Section 12: Accounting, Audit, and Examination

1. Accounting procedure shall be devised and maintained for the city adequate to record in detail, all transactions affecting the acquisition, custodianship and disposition of values including cash receipts, credit transactions and disbursements; and the recorded facts shall be presented periodically to officials and to the public in such summaries and analytical schedules in detail support thereof as shall be necessary to show the full effect of such transactions for each fiscal year, upon the finances of the city government, including distinct summaries and schedules for each public utility owned and operated.
2. The Commission shall cause a continuous audit of the books of accounts; all records and transactions of the administration of the affairs of the city: such audit shall be made annually during each fiscal year and shall be made by a certified public accountant to be completed no later than the end of February for the Fiscal Year.

3. Audit statements and summaries shall include a general balance sheet showing the summaries of income and expenditures. The Audit summary shall be published in the Official Newspaper within ten (10) days after the completion of such audit.

Section 13: Open Meetings and Public Records

1. All meetings of the Commission shall be conducted in accordance with Chapter 551 of the Government Code, the Texas Open Meetings Act.
2. Council Meetings with narrow exceptions shall be open to the public. Closed meetings, also referred to as executive sessions, are permitted for discussion of items that legitimately fall within the exceptions stated in the law.
3. In regard to executive sessions, the council must first convene in open session, the presiding officer must announce that a closed meeting will take place as identified by an authorized section of the Open Meetings Act.
4. Official records, minutes, and documents of the Commission shall be maintained and made available to the public in accordance with the Texas Public Information Act, except where confidentiality is required by law.

Section 14: Amendment, Review, and Severability

1. This resolution may be amended by a majority vote of the Commission at a regularly scheduled meeting, provided that written notice of the proposed amendment is given to all members at least seven days in advance.
2. An annual review of policies and procedures shall be conducted to ensure ongoing relevance and compliance.
3. This Resolution shall be considered severable, and the invalidity or unconstitutionality of any section, clause, provision, or portion of the Resolution shall not affect the validity or constitutionality of any other section, clause, provision, or portion of this Resolution.

Section 15: Effective Date

This resolution shall take effect immediately upon its adoption by the Commission and shall remain in force until amended or repealed.

AND, IT IS SO RESOLVED.

PASSED, and APPROVED this ____ day of _____, 20__.

ATTEST

CITY OF RANGER, TEXAS

City Secretary, City of Ranger

Mayor, City of Ranger

ORDINANCE NO. 2025-10-14-A

AN ORDINANCE OF THE CITY OF RANGER, TEXAS REGULATING THE PLACEMENT AND INSTALLATION OF HUD-CODE MANUFACTURED HOMES AND MODULAR HOMES IN THE CITY; REQUIRING PERMITS; ALLOWING HUD-CODE MANUFACTURED AND MODULAR HOMES ONLY IN CERTAIN AREAS OF THE CITY; REGULATING MANUFACTURED HOME COMMUNITIES; PROVIDING FOR CERTAIN NON-CONFORMING USES; PROVIDING A PENALTY CLAUSE; PROVIDING SEVERABILITY, REPEALER, AND OPEN MEETING CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Ranger, Texas is a home-rule municipality acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution;

WHEREAS, Section 1201.008 of the Texas Occupations Code requires that cities allow the use of HUD-Code Manufactured Homes as residences, in areas deemed appropriate, but allows cities to require a permit before a HUD-Code Manufactured Home is placed within a city, and also allow cities to prohibit the placement of Mobile Homes;

WHEREAS, the City Commission of the City of Ranger, Texas (the "City Commission") has determined that it is in the best interest of the general public to prohibit the future installation of Mobile Homes and regulate the placement of HUD-Code Manufactured Homes and the establishment of Manufactured Home Communities; and

WHEREAS, the City Commission determines that this ordinance is important to the public health, safety, and general welfare of the City of Ranger; and

WHEREAS, through the passage of this ordinance, City Commission finds that such regulations are in the public interest and necessary and proper for the good governance of the City of Ranger.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RANGER, TEXAS THAT:

SECTION 1. DEFINITIONS

"HUD-code manufactured home" also referred to as "manufactured home" means a structure constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development; built on a permanent chassis; designed for use as a dwelling with or without a permanent foundation when the structure is connected to the required utilities; transportable in one or more sections; and in the traveling mode, at least eight body feet in width or at least 40 body feet in length or, when erected on site, at least 320 square feet. The term includes the plumbing, heating, air conditioning, and electrical systems of the home; and does not include a recreational vehicle as defined by 24 C.F.R. Section 3282.8(g).

“Mobile home” means a structure constructed before June 15, 1976; built on a permanent chassis; designed for use as a dwelling with or without a permanent foundation when the structure is connected to the required utilities; transportable in one or more sections; and in the traveling mode, at least eight body feet in width or at least 40 body feet in length or, when erected on site, at least 320 square feet; and includes the plumbing, heating, air conditioning, and electrical systems of the home.

“Modular homes” also referred to as “industrialized homes” are structures designed for the occupancy of one or more families, that is constructed in one or more modular components built at a location other than the permanent site; and designed to be used as a permanent residential structure when the components are transported to the permanent site and erected or installed on a permanent foundations system.

SECTION 2. MOBILE HOMES

The placement or installation of Mobile Homes is prohibited. This prohibition is prospective and does not apply to a Mobile Home previously legally permitted by and used as a dwelling in the city.

SECTION 3. PROHIBITED AREAS

HUD-Code Manufactured Homes may be located anywhere in the City of Ranger except for the following locations:

- 1) Lots or tracts of land fronting West Main Street
- 2) Lots or tracts of land fronting Highway Loop 254

A tract of land for the purpose of this ordinance is defined as property by deed or mortgage owned by an individual or entity as designated on the county tax roles.

HUD-Code manufactured homes are not permitted in these areas, nor shall any private or public utilities be connected or extended to HUD-Code Manufactured Homes placed in these prohibited areas.

It is an exception to this section if the HUD-code manufactured home or Mobile home was legally in existence at such location as of January 10, 2022, the HUD-Code Manufactured Home is allowed pursuant to a variance described in Section 9, or a HUD-Code Manufactured Home that is replacing a Mobile Home pursuant to Section 9.

SECTION 4. NON-CONFORMING USES

A. In the event that a HUD-code manufactured home occupies a lot in a municipality in an area prohibited by this Ordinance, the owner of the HUD-code manufactured home may remove the HUD-code manufactured home from its location and place another HUD-code manufactured home on the same property, provided that the replacement is a newer HUD-code manufactured home and is at least as large in living space as the prior HUD-

code manufactured home. An owner's ability to replace the home as a result of a fire or natural disaster cannot be restricted. Other than in the case of a fire or natural disaster, an owner is restricted to a single replacement of the home.

B. The owner of a HUD-code manufactured home may, upon receipt of a permit, move the HUD-code manufactured home from its current location to another location within the city that meets the requirements outlined in this ordinance. This relocation does not authorize the owner to bring in a second HUD-code manufactured home to the original location under the single replacement option in the paragraph above.

C. The disuse of a HUD-Code manufactured home for a period of one hundred eighty (180) days will constitute abandonment of the nonconforming use and the unit must be removed within 30 days. For a HUD-code manufactured home to be considered under the rules of abandonment, the dwelling must not have been connected to or have maintained active utility accounts for the dwelling during that period of time. Abandonment includes the intent to abandon; and the overt act or failure to act which carries the implication of abandonment.

D. The owner of a nonconforming Mobile Home located within an area where HUD-Code Manufactured Homes are not allowed may replace the Mobile Home with a HUD-Code Manufactured Home after obtaining a variance pursuant to Section 9. Other than in the case of a fire or natural disaster, an owner is restricted to a single replacement of the home.

SECTION 5. HUD-CODE MANUFACTURED HOME LOT REQUIREMENTS

A. Area Regulations. The following shall be the minimum requirements for any lot, tract, or parcel of land to be eligible for any building permit for a HUD-code manufactured home.

1) Size of Yards.

a. Front Yard. There shall be a front yard having a depth of not less than twenty-five (25) feet. Where lots have a double frontage, extending from one street to another, the required front yard shall be provided on both streets.

b. Side Yard. There shall be a side yard of not less than seven (7) feet in width on each side of the lot. A side yard adjacent to a side street shall not be less than fifteen (15) feet. No side yard for allowable nonresidential uses shall be less than twenty-five (25) feet.

c. Rear Yard. There shall be a rear yard having a depth of not less than twenty-five (25) feet measured from the rear lot line.

2) Size of Lot.

a. Lot Area. Lots served by the City wastewater collection system shall have a minimum of seven thousand (7,000) square feet; provided that, in such

areas, the City Commission may by affirmative motion approve a HUD-code manufactured home subdivision in whole or in part in which not more than twenty-five percent (25 %) of the lots have less than 7,000 square feet but not less than six thousand (6,000) square feet. All lots not served by the City wastewater collection system shall have a minimum area of twelve thousand five hundred (12,500) square feet.

b. Lot Width. Lots with a minimum of seven thousand (7,000) square feet shall have a minimum width of fifty (50) feet at the applicable building line and for a distance of at least forty (40) feet behind the applicable building line. Lots with a minimum area of six thousand (6,000) square feet (not to exceed twenty five percent [25 %] of the lots in a subdivision whether the subdivision is submitted in sections or as a whole, as granted by the City Commission in a written variance) shall have a minimum width of fifty (50) feet at the applicable building line and for a distance of at least forty (40) feet behind the applicable building line. Lots with a minimum area of twelve thousand five hundred (12,500) square feet shall have a minimum width of eighty (80) feet at the applicable building line and the average width shall not be less than eighty (80) feet.

c. Lot Depth. The average depth of the lot shall not be less than one hundred twenty (120) feet, except a corner lot, having a minimum width of not less than ninety (90) feet may have an average depth of less than one hundred twenty (120) feet provided that the minimum depth is no less than ninety (90) feet.

B. Parking Regulations. Not less than three (3) off-street parking spaces shall be provided for each lot, tract, or parcel of land, for such land to be eligible for a building permit.

SECTION 6. PROVISIONS OF INSTALLATION

A. HUD-code manufactured homes are regulated by the Manufactured Housing Division of the Texas Department of Housing and Community Affairs. These manufactured homes are provided with a (red) label certifying the structure meets the standards specified by the Texas Department of Housing and Community Affairs.

B. Modular Homes (Industrialized homes) are regulated by the Texas Department of Licensing and Regulation. This agency provides a modular home with the blue decal signifying that the home has been built to the model code standards required. Modular homes are designated as real property. Modular homes may be located within the city limits of Ranger, Texas.

SECTION 7. PERMIT REQUIRED

(1) Permit required. A person must apply for a permit from the city for the installation of a HUD-code manufactured home on a single municipal lot or tract of

land. The applicant will be charged a non-refundable fee, in accordance with the City of Ranger Fee Schedule, to submit an application for a permit.

(2) Applications shall be in writing and signed by the applicant. All applications for permits shall contain the following:

1. Name and address of the applicant.
2. Location and legal description of lot for HUD-Code manufactured home placement, along with a copy of a duly recorded deed or lease in a form acceptable to the City Manager or City Secretary showing that the intended occupant owns or is leasing the lot upon which the HUD-code manufactured home is to be located.
3. To the application shall be attached a copy of a site plan showing the location and orientation of the HUD-code manufactured home, the required setbacks, and any other information specifically required herein. Site plan shall show the following:
 - a. The area and dimensions of the lot, with identification of location and boundaries;
 - b. The location and specifications of water and sewer lines and riser pipes;
 - c. The location and details of lighting, electrical, and gas systems;
 - d. Other information the city reviewing officials may require.
 - e. In no event shall a Site Plan be approved if:
 - i. more than one HUD-code manufactured home is located on the lot; or
 - ii. the HUD-code manufactured home is located on a lot upon which another residence is located;
 - iii. or all the requirements set forth in Section 5 of this Ordinance are not met.
4. Notwithstanding anything stated in this Ordinance to the contrary, no less than one (1) lot, minimum sixty feet wide and 140 feet deep, shall be used for a Site Plan for location of the manufactured home.

(3) No permit shall be issued until the owner/applicant is able to provide proof that the site intended for such HUD-code manufactured home is a well-drained lot properly graded to ensure rapid drainage and freedom from stagnant pools of water.

(4) The City Manager shall approve, approve with conditions, or disapprove a HUD-Code Manufactured Home permit application 45 days after the date the application is filed. A permit is considered to be approved by the City Manager unless it is disapproved within that period.

SECTION 8. PARKING ON STREET OR OTHER PUBLIC PLACE

It shall be unlawful for any person to park any HUD-code manufactured home or mobile home on any public street, alley, highway, or other public place within the limits of the city for any of the following purposes:

- 1) Human occupancy at any time;
- 2) Storage for more than 24 hours; or
- 3) Any other purpose for more than 48 hours.

SECTION 9. VARIANCES OR EXCEPTIONS.

A. Application. An application for a variance to any of the requirements or prohibitions contained in this ordinance shall be submitted to the City Secretary for consideration by the City Commission after a public hearing and with proper notice to all appropriate parties as identified within this ordinance. The City Manager or City Secretary will provide the applicant with a checklist that outlines requirements and timelines associated with granting variances or exceptions. The application shall include:

- 1) The name and address of the applicant.
- 2) Size, model, year of manufacture, original cost, and photograph of the HUD-code manufactured home and label.
- 3) Legal description of the property upon which it is proposed to place the HUD-code manufactured home and name and address of the property owner. The person who intends to occupy such HUD-code manufactured home must submit a copy of a duly recorded deed or lease in a form acceptable to the City Manager or City Secretary showing that the intended occupant owns or is leasing the lot upon which the HUD-code manufactured home is to be located. No other structure designed or to be used for human occupancy shall be located on such lot, tract, or ownership parcel and the lot shall meet all applicable codes and ordinances for the intended use.
- 4) Drawing or site plan showing size of lot, location of lot, boundaries, existing drainage ways and natural features, location of driveways and off-street parking, and how the HUD-code manufactured home.
- 5) Form signed by the applicant stating that he or she understands the requirements of any property restrictions for the area in which the HUD-code manufactured home will be placed.
- 6) Form signed by the applicant stating the HUD-code manufactured home will comply with all the provisions set out in Section 10 of this Ordinance.
- 7) A manufactured home inspection report must be completed by the Code Enforcement Officer or another person designated by the City Mayor for reference by the City Commission.

B. Hearing Required for Variance.

- 1) A variance to the provisions of this section shall only be granted pursuant to a public hearing before the City Commission. The public hearing shall be published in the official, local newspaper not more than 45 days prior or less than ten days prior to the hearing date.

- 2) The property owner must submit adequate proof to the City Manager that the aforementioned and other ordinance requirements have been met before a hearing will be scheduled.
- 3) A written notice of the application shall be sent by the US Postal Service to the property owners and/or occupants within five hundred feet of any portion of the property on which the variance is sought at least fifteen days prior to the hearing.
- 4) The public hearing and property owner notification calendar utilized by the city shall be based on the statutory provisions of the laws of the state.
- 5) All advertising and notification costs shall be borne by the applicant for the variance.

B. Granting.

- 1) Mobile Home. If a mobile home is being replaced by a HUD-code manufactured home, the variance is required to be granted.
- 2) HUD-code manufactured home. After the public hearing, the City Commission shall deny, approve, or approve with conditions. In exercising its power to grant a variance in accordance with this section, the City Commission shall make findings and show in its minutes that:
 - (A.) There are special circumstances existing on the property on which the application is made related to size, shape, area, topography, surrounding conditions and location that do not apply generally to other property in the same area and that justify the use of the property for HUD-code manufactured home purposes.
 - (B.) A variance is necessary to permit the applicant the same rights in the use of this property that are presently enjoyed, under this section, by other properties in the vicinity, but which rights are denied to the property on which the application is made.
 - (C.) The granting of the variance on the specific property will not adversely affect the land use pattern as outlined by a comprehensive plan or any area plan and will not adversely affect any other feature of a comprehensive plan or any area plan of the city. The variance may be granted by the City Commission with the condition that proof, satisfactory to the City Manager, be submitted to show that the dwelling will have adequate utilities, access roads, drainage, completed inspections for electrical, water, sewage, and/or gas lines as outlined in this ordinance.
 - (D.) The HUD-code manufactured home should be determined as compatible with the single-family dwellings located within five hundred feet of the lot.
 - (E.) The variance, if granted, will be of no material detriment to the public welfare or injury to the use, enjoyment, or value of property in the vicinity. This means that the HUD-code manufactured home has a value equal to or greater than the median taxable value for each single-family dwelling located within five hundred feet of the lot, as determined by the most recent ad valorem tax appraisal roll.

(F.) The City Commission must find that it is in the public interest to grant such a variance and that it does not violate the intent of this section or its amendments.

SECTION 10. HUD-CODE MANUFACTURED HOME REQUIREMENTS

A. **Applicability.** All HUD-code manufactured homes must comply with the standards in this section or as required by Chapter 80 of Title 10 of the Texas Administrative Code. Final approval for the installation or location of a HUD-Code Manufactured Home is not complete until the requirements of this Section have been met.

B. **Skirting.** All HUD-code manufactured homes shall be totally skirted with masonry, pressure-treated wood, or other nondegradable, fire-resistant material which is compatible with the design and exterior material of the primary structure. Skirting shall include the necessary vents, screens, and/or openings, shall be installed within ninety days after the placement of the manufactured home, and shall be maintained in good repair. At least one access opening that does not require the use of tools to gain access shall not be less than 18 inches in any dimension and not less than three square feet in area. The access opening shall be located so as to enable, to the extent reasonably possible, the visual inspection of water supply and sewer drain connections.

C. Fuel Gas Piping Systems:

1) **Crossover Connections:** All underfloor fuel gas pipe crossover connections shall be accessible and be made with the connectors supplied by the home manufacturer, or, if not available, with flexible connectors listed for exterior use and a listed quick disconnect, or a shut-off valve. When a shut-off valve is used, it must be installed on the supply side of the gas piping system. The crossover connector must have a capacity rating (BTUH) of at least the total BTUH's of all appliances it serves.

2) **Testing:** The fuel gas piping system shall be subjected to an air pressure test of no less than 6 ounces and no more than eight ounces. While the gas piping system is pressurized with air, the appliance and crossover connections shall be tested for leakage with soapy water or bubble solution. This test is required of the person connecting the gas supply to the home but may also be performed by the gas utility or supply company.

3) The gas system must be inspected and tested for leaks after completion at the site.

SECTION 11. MANUFACTURED HOUSING COMMUNITIES.

A. **Permit required.** If a person wants to improve or subdivide property for the purpose of creating a manufactured housing community in an area where HUD-Code Manufactured Homes are permitted, the person must apply for a permit from the city.

B. **Application for permit.** Applications for a manufactured housing community permit can be obtained from and shall be filed with the city secretary. The applicant will be charged

a non-refundable fee, in accordance with the City of Ranger Fee Schedule, in order to submit an application for a permit. Applications shall be in writing, and signed by the applicant, and shall be accompanied by the following:

- 1) The name and address of the applicant.
- 2) The location and legal description of the manufactured housing community. The applicant must submit a copy of a duly recorded deed in a form acceptable to the City Manager or City Secretary showing that the applicant owns the property upon which the HUD-code manufactured housing community is to be located.
- 3) The required fee.
- 4) A manufactured housing community plan as required by this section.
- 5) Plans and specifications for all buildings and other improvements to be constructed within the manufactured housing community in accordance with all existing applicable state laws and city ordinances.
- 6) Such further information as may be requested by the city to determine if the manufactured housing community will comply with the legal requirements.

C. Design standards and/or community plan. The manufactured housing community shall be constructed in accordance with a community plan that conforms to the following requirements:

- 1) The community shall be located on a well-drained site, properly graded to ensure rapid drainage and freedom from stagnant pools of water.
- 2) Spaces for HUD-code manufactured homes shall be provided consisting of a minimum of 1,000 square feet for each space, which shall be at least twenty-five feet wide and clearly defined. HUD-code manufactured homes shall be placed on each space so that there shall be at least twenty feet clearance between homes; provided, however, that in respect to HUD-code manufactured homes parked end to end, clearance between homes may be less than 20 feet but shall not be less than 15 feet from any building within the community or from any property line bounding the community.
- 3) The community plan must be submitted to the city prior to the installation of any HUD-code manufactured homes and shall comply with the city's subdivision ordinance, where applicable. The community plan shall provide a legal description and map clearly setting out the following information:
 - a. Identification of areas to be used for all residents of the community;
 - b. Identification of driveways at entrances, exits, roadways, and walkways;
 - c. Location of sites for HUD-code manufactured homes;
 - c. Location and number of proposed sanitary conveniences, including proposed toilets, washrooms, laundries, laundry drying space and utility rooms;
 - d. Method and plan of sewage disposal;
 - e. Method and plan of garbage removal;
 - f. Plan of water supply;
 - g. Plan of electric lighting, and electric service to HUD-code manufactured home sites;
 - h. Plan of parking requirements; and
 - i. Such further information as may be requested by the city.

4) Every HUD-code manufactured housing community shall have city water connections furnishing an ample and adequate supply of water, shall have connection to electricity, and shall either be connected with the city wastewater/sewer system or to a septic system in accordance with the community plan required above.

D. Issuance of permit. If the applicant and the application are in compliance with all provisions of this section and all other applicable ordinances or statutes, the city secretary shall issue the permit after the application has been approved by the City Commission. The permit can be made contingent upon completion of the community according to the plans and specifications submitted with the application.

E. Revocation of Permit. The city commission may revoke a permit to construct a HUD-code manufactured housing community, and may issue a stop work order, for any violation of this section. After such revocation and order, the permit may be reissued if the city manager determines that the circumstances leading to the revocation have been remedied and the community is being constructed in full compliance with the law and the provisions of this section.

F. Applicability. This only applies to the development or creation of manufactured home communities not in existence as of the effective date of this Ordinance.

SECTION 12. PENALTY

Any person who violates or causes, allows, or permits another to violate any provision of this ordinance shall be charged with a Class C misdemeanor and, upon conviction therefor, shall be punished by a fine of not more than Five Hundred Dollars (\$500.00), or, in the case of a violation of a provision of this ordinance that governs fire safety or public health and sanitation, a fine of not more than Two Thousand Dollars (\$2,000.00). Each occurrence of any such violation of this ordinance shall constitute a separate offense. Each day on which any such violation of this ordinance occurs shall constitute a separate offense.

SECTION 13. REPEAL

Ordinance No. 2022-06-13-I, adopted on June 13, 2022, is hereby repealed. All other ordinances or parts of ordinances in conflict herewith shall be and are hereby repealed to the extent of such conflict.

SECTION 14. SEVERABILITY

The provisions of this Ordinance are declared to be severable. If any section, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect notwithstanding the validity of any part.

SECTION 15. PROPER NOTICE AND OPEN MEETINGS ACT

It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required and that public notice, place, and purpose of said meeting was given as required by the open meetings act, chapter 551, Texas Government Code.

SECTION 16. EFFECTIVE DATE

This Ordinance shall be in full force and take effect upon its passage and publication as provided by law, and it is so ordained.

PASSED AND APPROVED ON FIRST READING on this ____ day of _____, 2025.

PASSED, APPROVED, AND ADOPTED ON SECOND READING on this the ____ day of _____, 2025.

ATTEST:

THE CITY OF RANGER, TEXAS

Hope Delatorre, City Secretary

Robert Butler, Mayor

DRAFT ORDINANCE NO. 2025-11-XX-X

AN ORDINANCE OF THE CITY OF RANGER, TEXAS FOR PROVIDING REQUIREMENTS FOR THE REGULATION, PERMITTING, AND INSTALLATION OF TINY HOME WITHIN THE CITY LIMITS OF RANGER; PROVIDING DEFINITIONS; ESTABLISHING STANDARDS FOR TINY HOMES ON FOUNDATIONS, MOVABLE TINY HOMES, AND ADUs; PROVIDING FLOODPLAIN REQUIREMENTS; PROVIDING FOR PERMITTING AND ENFORCEMENT; REQUIRING AN APPLICATION FOR THE LOCATION AND PLACEMENT OF TINY HOME; PROVIDING A PENALTY; REPEALING CLAUSE; SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Ranger, Texas is a home-rule municipality acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution;

WHEREAS, the growth and development of the city is a matter of paramount importance to the City and its citizens; and

WHEREAS, the City Commission determines that this ordinance is important to the public health, safety, and general welfare of the City of Ranger; and

WHEREAS, through the passage of this ordinance, City Commission finds that such regulations are in the public interest and necessary and proper for the good governance of the City of Ranger.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RANGER, TEXAS THAT:

SECTION 1. PURPOSE AND INTENT

The purpose of this ordinance is to allow the safe and orderly development of Tiny Homes and Accessory Dwelling Units (ADUs), ensuring they meet building, zoning, and floodplain safety requirements while expanding affordable housing choices.

SECTION 2. DEFINED TERMS

Definitions. All definitions contained in this section are for use with and are only applicable as used in connection with this ordinance.

- A. **Accessory Dwelling Unit (ADU):** A secondary dwelling unit located on the same lot as a principal single-family dwelling, which may be attached or detached.
- B. **Building Official:** Code Enforcement or other designated inspection authority of the City.
- C. **Driveway:** Short Road leading from a public road to a house or garage
- D. **Site Pad:** The minimum dimensions of a site pad shall be no less than the overall width and no less than the overall length of the tiny home.
- E. **Skirting:** Means enclosing the open space between the underside of the tiny home and the ground around the entire perimeter of the structure using a masonry wall or a framework to which solid, fire-resistant panels are attached, with necessary vents.
- F. **Movable Tiny Home (MTH):** A dwelling unit built on a chassis or wheels, certified by a recognized third-party inspector (such as NOAH), built to meet Appendix Q standards, and installed on an approved site with utility connections.

Residential dwelling pre-manufactured structures that are not HUD Manufactured Homes or mobile homes that have a square footage of no less than four hundred (400) square feet and no greater than nine hundred (900) square feet total living space. Living space shall exclude porches, garages, and other spaces not heated or cooled by mechanical means. With said dwelling being structurally attached to a transportable chassis, with or without a permanent foundation.

- G. **NFIP / BFE:** As defined by FEMA floodplain regulations.
- H. **Permit:** Written permit and or application issued by the Mayor permitting the placement, alteration, or extension of a Tiny Home under the provisions of this Ordinance and regulations issued hereunder.
- I. **Person:** Any natural individual, firm, trust, partnership, association, or corporation.
- J. **Pre-manufactured:** Means that the Tiny Home has been manufactured as a unit off site or its components have been manufactured off-site and are put together on-site.
- K. **Tiny Home on Foundation (THOF):** A dwelling unit of 400 sq. ft. or less (excluding lofts), constructed in compliance with the IRC (including Appendix Q), or approved as an industrialized home by TDLR, and installed on a permanent foundation.

SECTION 3. PROHIBITED AREAS

Movable Tiny Homes (MTH), Tiny Homes on Foundation (THOF), and Accessory Dwelling Units (ADUs) may not be located at the following locations:

- A. Lots or tracts of land fronting West Main Street
- B. Lots or tracts of land fronting Highway Loop 254

A tract of land for the purpose of this ordinance is defined as property by deed or mortgage owned by an individual or entity as designated on the county tax rolls.

MTH, THOF, and ADU dwellings are not permitted in these areas, nor shall any private or public utilities be connected or extended to MTH, THOF, and ADU dwellings placed in these prohibited areas.

It is an exception to this section if the MTH, THOF, and/or ADU dwelling was legally in existence at such location as of the passing of this ordinance.

SECTION 4. BASIC TINY HOME REQUIREMENTS

- C. The Tiny Home must be on a foundation with at least six (6) inches of cement footing, which is steel reinforced for load bearing walls. A tiny home built on a trailer is required to remove wheels/axles in order to tie down to a foundation as described above.
- D. The Tiny Home must have a driveway.
- E. The Tiny Home is required to be skirted.
- F. The Tiny Home must be located on a Common Access Route / Internal Street and have an assigned address obtained at the City Office.
- G. The Tiny Home must be connected to City utilities, which are water and sewer services. Sewer service is essential to dispose of all human waste. No composting toilets will be permitted.

- H. The Tiny Home must comply with the International Building Codes.
- I. The Tiny Home, if not finished out when moved onto the property a time frame of 180 days will be allotted to complete the home.
- J. Pre-manufactured Tiny Homes must provide a Certification Label Verification from the manufacturer.
- K. The Tiny Home must pass the occupancy inspection by the Building Official before occupying the home.

SECTION 5. TINY HOME BUILDING AND SAFETY REQUIREMENTS

- A. THOF: Must meet IRC + Appendix Q or TDLR approval.
- B. MTH: Must present third-party certification (e.g., NOAH).
- C. ADUs: Must meet IRC standards (not exempt from code).
- D. Anchoring: MTH must be securely tied down and skirted.

Tiny Homes constructed or otherwise located in the city shall be subject to the following:

- A. Minimum Unit Size: Each Tiny House shall have a minimum gross floor area of not less than four hundred (400) square feet.
- B. Minimum Sleeping Room Size: In every Tiny House of two or more rooms, every room occupied for sleeping purposes by one occupant shall contain at least thirty- five (35) square feet of floor space.
- C. Width: Each Tiny House must measure not less than seven feet (7.0').
- D. Depth: Each Tiny House must measure not less than twelve feet (12') and not greater than forty feet (40') in length.
- E. Restroom: Each Tiny House shall have at least one restroom dedicated and capable of connecting to city plumbing and discharging wastewater.
- F. Construction Standards: In addition to the regulations set forth in this Ordinance, every Tiny House located in the city, whether constructed in the city on a permanent foundation or constructed off-site and transported to the city, shall, at the time of application for a building permit or, if not building permit is required, certificate of occupancy, be constructed in accordance with:
 - 1. all construction codes relating to residential dwelling units enacted by the City of Ranger that are deemed to be applicable to the structural stability and life safety requirements for a Tiny Home as determined by the Building Official or designee; and
 - 2. The 2021 International Tiny House Provisions: Code, Commentary and Standards for Design, Construction and Compliance issued by the International Code Commission.
- G. Foundation Platforms: Tiny Home located in the city shall be constructed with one of the following foundation platforms:
 - 1. Mobile, or wheeled platforms shall be permitted in the form of a trailer vehicle that is registered with the Texas Department of Motor Vehicles (TxDMV). Such dwellings

may be towed in-place by means of bumper hitch, frame-towing hitch, fifth-wheel connection, gooseneck type, or other approved towing method.

- a) All Tiny Homes with mobile or wheeled platforms shall be:
 - 1) tied down to the ground or pad with an auger/ground anchors when located on a Pad; and
 - 2) constructed with fire-resistant skirting, with the necessary vents, screens, and/or openings that is installed within thirty (30) days after placement of the Tiny Home on the Pad.
2. Conventional foundation platforms, such concrete slab on-grade, pier and beam, perimeter grade beam, and similar permanent foundation types shall be permitted, with such foundations being certified by a registered professional structural engineer as a condition of securing building permit approval.

SECTION 6. PERMITS

- A. **Permit.** The owner or person in control of the property (hereinafter "owner") upon which the Tiny Home is to be located must apply for and obtain a permit from the City before any construction or installation of a Tiny Home begins.
- B. **Application.** The owner must make an application to the City by filing with the City Secretary the following information:
 1. a plat or survey showing the property;
 2. a site plan which shows the location of the tiny home on the property, the location of proposed connections to utility services and identification of the service providers, and any other improvements to be made on the property;
 3. Utility plan;
 4. dimensions of the Tiny Home;
 5. the identity of the Licensed Retailer or Installer who is proposed to install the tiny home;
 6. current pictures of the tiny home proposed to be installed-including all walls and the roof;
 7. Tiny Homes constructed or otherwise, require professional engineer plans to show that the construction or renovation will comply with the current International Tiny House Provisions: Code, Commentary and Standards for Design, Construction and Compliance issued by the International Code Commission;
 8. City inspection is required prior to occupancy; and
 9. Violations are subject to penalties under this ordinance and/or the city's code enforcement program.
- C. **Issuance or Denial.** If the proposed installation of the tiny home does not appear to violate this Ordinance, the Mayor shall issue the permit. If the Mayor denies the permit, he must do so in writing delivered to the owner, and the writing must explain the reason(s) for the denial. The decision must be made within 30 days of receipt of the application, and if a decision is not made within that period the application is considered denied. The owner

may appeal a denial of a permit to the city Commission by filing an appeal with the City Secretary within 30 days after the denial. The city Commission shall consider the appeal at the next Commission meeting for which it can be legally placed on the agenda. The Commission may uphold the Mayor's denial of the permit or reverse the mayor's denial of the permit and order the permit issued or issued with certain conditions.

- D. **Permit Fee.** The permit fee is \$500 plus five cents per sq. ft and must be paid at the time that the application is filed with the city.

SECTION 9. VARIANCES OR EXCEPTIONS.

- A. **Application.** An application for a variance to any of the requirements or prohibitions contained in this ordinance shall be submitted to the City Secretary for consideration by the City Commission after a public hearing and with proper notice to all appropriate parties as identified within this ordinance. The City Manager or City Secretary will provide the applicant with a checklist that outlines requirements and timelines associated with granting variances or exceptions. The application shall include:

1. The name and address of the applicant.
2. Size, type, year of manufacture, original cost, and photograph of the MTOF, MTU, or ADU.
3. Legal description of the property upon which it is proposed to place the HUD-code manufactured home and name and address of the property owner. The person who intends to occupy such HUD-code manufactured home must submit a copy of a duly recorded deed or lease in a form acceptable to the City Manager or City Secretary showing that the intended occupant owns or is leasing the lot upon which the MTOF, MUT, or ADU building is to be located.
4. Drawing or site plan showing size of lot, location of lot, boundaries, existing drainage ways and natural features, location of driveways and off-street parking, MTOF, MUT, or ADU building will be placed.
5. Form signed by the applicant stating that he or she understands the requirements of any property restrictions for the area in which the MTOF, MUT, or ADU building will be placed.
6. Form signed by the applicant stating the MTOF, MUT, or ADU building will comply with all the provisions set out in this Ordinance.
7. A MTOF, MUT, or ADU building inspection report must be completed by the Code Enforcement Officer or another person designated by the City Mayor for reference by the City Commission.

- B. **Hearing Required for Variance.**

8. A variance to the provisions of this section shall only be granted pursuant to a public hearing before the City Commission. The public hearing shall be published in the official, local newspaper not more than 45 days prior or less than ten days prior to the hearing date.
9. The property owner must submit adequate proof to the City Manager that the aforementioned and other ordinance requirements have been met before a hearing will be scheduled.

10. A written notice of the application shall be sent by the US Postal Service to the property owners and/or occupants within five hundred feet of any portion of the property on which the variance is sought at least fifteen days prior to the hearing.
11. The public hearing and property owner notification calendar utilized by the city shall be based on the statutory provisions of the laws of the state.
12. All advertising and notification costs shall be borne by the applicant for the variance.

C. Granting.

13. After the public hearing, the City Commission shall deny, approve, or approve with conditions. In exercising its power to grant a variance in accordance with this section, the City Commission shall make findings and show in its minutes that:
 - a) There are special circumstances existing on the property on which the application is made related to size, shape, area, topography, surrounding conditions and location that do not apply generally to other property in the same area and that justify the use of the property for MTOF, MUT, or ADU building purposes.
 - b) A variance is necessary to permit the applicant the same rights in the use of this property that are presently enjoyed, under this section, by other properties in the vicinity, but which rights are denied to the property on which the application is made.
 - c) The granting of the variance on the specific property will not adversely affect the land use pattern as outlined by a comprehensive plan or any area plan and will not adversely affect any other feature of a comprehensive plan or any area plan of the city. The variance may be granted by the City Commission with the condition that proof, satisfactory to the City Manager, be submitted to show that the dwelling will have adequate utilities, access roads, drainage, completed inspections for electrical, water, sewage, and/or gas lines as outlined in this ordinance.
 - d) The MTOF, MUT, or ADU building should be determined as compatible with the single-family dwellings located within five hundred feet of the lot.
 - e) The variance, if granted, will be of no material detriment to the public welfare or injury to the use, enjoyment, or value of property in the vicinity.
 - f) The City Commission must find that it is in the public interest to grant such a variance and that it does not violate the intent of this section or its amendments.

SECTION 7. PERMITTED LOCATIONS

The following are permitted locations for THOF, MTH, and ADUs, when the location meets the site and dimensional standards outlined in this ordinance. Additionally, the location must allow for connection as identified in the utility requirements in this ordinance.

- A. THOF: Permitted in all residential zoning districts where single-family dwellings are allowed.
- B. MTH: Permitted in all residential zoning districts where single-family dwellings are allowed, designated Tiny Home Villages, or as an ADU located behind an existing home.
- C. ADUs: Permitted on lots with a principal dwelling in all residential districts.

SECTION 8. FLOODPLAIN REQUIREMENTS

- A. Applies to all units in Special Flood Hazard Areas.
- B. Lowest floor must be \geq 1 ft above Base Flood Elevation (BFE).
- C. Utilities must be elevated/protected.
- D. Homes must be anchored against flotation, collapse, and movement.

SECTION 9. SITE & DIMENSIONAL STANDARDS

- A. Minimum lot size: 3,000 sq. ft.
- B. Setbacks: 15 ft front, 5 ft side, 10 ft rear.
- C. Maximum height: 25 ft.
- D. Parking: At least one space per unit.

SECTION 10. UTILITY REQUIREMENTS

- A. Tiny Homes (THOF & MTH): Must be connected to municipal water, sewer, and electric with independent service connections.
- B. Accessory Dwelling Units (ADUs): May either
 - 1. connect independently to municipal utilities, or
 - 2. share utilities with the main dwelling, provided all installations meet building and health codes.
- C. Alternative systems (rainwater, solar, composting toilets, etc.) may be considered for ADUs on a case-by-case basis with City and public health approval.

SECTION 11. PARKING ON STREET OR OTHER PUBLIC PLACE

It shall be unlawful for any person to park any Movable Tiny Home (MTH) or ADU on any public street, alley, highway, or other public place within the limits of the city for any of the following purposes:

- A. Human occupancy at any time;
- B. Storage for more than 24 hours; or
- C. Any other purpose for more than 48 hours.

SECTION 12. PENALTY

Any person, firm or corporation violating this Ordinance or any portion thereof shall upon conviction be guilty of a misdemeanor and shall be fined no more than five hundred dollars (\$500.00), and each day that such violation continues shall be considered a separate offense punishable accordingly.

SECTION 13. REPEALING CLAUSE

That all Ordinances and parts of Ordinances in conflict with the terms of the ordinance are hereby repealed.

SECTION 14. SEVERABILITY

The provisions of this Ordinance are declared to be severable. If any section, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect notwithstanding the validity of any part.

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It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required and that public notice, place, and purpose of said meeting was given as required by the open meetings act, chapter 551, Texas Government Code.

SECTION 16. EFFECTIVE DATE

This Ordinance shall be in full force and take effect upon its passage and publication as provided by law, and it is so ordained.

PASSED AND APPROVED ON FIRST READING on this ____ day of _____, 2025.

PASSED, APPROVED, AND ADOPTED ON SECOND READING on this the ____ day of _____, 2025.

ATTEST:

THE CITY OF RANGER, TEXAS

Hope Delatorre, City Secretary

Robert Butler, Mayor