



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, November 24, 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:

- November 10, 2025, Special Meeting
- November 10, 2025, Regular Meeting

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: The USDA Communities Building Program: A funding opportunity to rebuild or build new facilities for City/Public use. (City Manager, Mayor)

Agenda Item 07: Discuss/Consider: Bids for Water Line Improvement on North Highpoint Street that includes Boring Under Highway 101. (City Manager, Public Works Director)

Agenda Item 08: Discuss/Consider: Request for Proposal (RFP) to Procure Grant Vendors for the Resilient Communities Program (City Manager)

Agenda Item 09: Discuss/Consider: Resolution 2025-11-24-A – A Resolution for the City of Ranger allowing the Mayor to submit a Community Development Block Grant (City Manager)

Agenda Item 10: Discuss/Consider: Ordinance 2025-XX-XX-X – First Reading of an Ordinance that would be Updating the Current City of Ranger Fee Schedule (City Manager)

Agenda Item 11: Discuss/Consider: Second and Final reading of Ordinance 2025-11-24-A: Tiny Home Ordinance that provides 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. The ordinance includes a penalties clause, repeal clause, severability, Open Meetings Act clause, and an effective date. (Mayor)

Agenda Item 12: 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., November 18, 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. Requests 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.

Hope Delatorre, City Secretary



SPECIAL MEETING MINUTES

A Special Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, November 10, 2025, at 4:30 p.m.** in City Hall, 400 West Main Street, Ranger, Texas. The following subjects were discussed, to wit:

Commission 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 Manager Charlie Archer	
City Secretary Hope Delatorre	
Fire Chief Darrell Fox	
Fire/EMS Eden Alexander	
Public Works Director Daniel Plascencia	
Animal Control Officer Carrie Piant	
Utility Clerk Kendyl Powers	
Finance Director Carol Stephens	
Police Chief Charles Rodriguez	

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

There was a quorum present and Commissioner Doyle arrived at 16:50.

Agenda Item 02: Discuss/Consider: Workshop to Develop a Plan to Repair and Re-Open the Oil Depot Museum. Attendees include members of the Chamber of Commerce, REDC members, Key Staff, and the City Commission. This is the first of two workshops. The first will be to identify areas for cooperative efforts. A quorum notice should be provided for participating REDC members (Mayor, Chamber of Commerce, REDC)

Members of the REDC, Chamber of Commerce, and the City of Ranger Commission met in the hopes of collaborating on efforts to restore the Historic Depot.

Mayor Butler expressed his interest in looking at, assessing, and prioritizing repairs for the Roaring Ranger Museum. Potential repairs could include the roof, windows, structural support

beams, bathroom upgrades, and the basement for future plumbing upgrades. The Commission also proposed creating an Inspection Team that would include the Chamber and the REDC. The goal of a second collaboration workshop would be to assign responsibilities, project timelines, and cost projections.

An opening proposal was that the City of Ranger might cover the cost of repairs contingent on conveyance of the property upon completion and then provide the Chamber of Commerce a long-term lease for the Roaring Ranger Museum. Possible uses beyond a museum might include a community center, a Chamber of Commerce office, REDC office, and the potential for a business (example: coffee shop) which might allow for REDC-A Board to participate in the funding.

The Chamber of Commerce expressed concern with that arrangement, as well as concern about background planning. The Chamber believed that the Depot had reached its current state of disrepair due to lack of funding and that it relied solely on volunteers.

The Commission declared that it was the City of Ranger's obligation to have a safe and secure Main Street and the City was offering to assist in the solution. The Chamber of Commerce said it would meet to determine if they were interested in a second meeting. The Chamber was reminded that the Commission would need to know in advance of the current guidance to ensure that the agenda was published three working days in advance of the next meeting.

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

Unanimously approved.

Agenda Item 03: Discuss/Consider: Adjournment

Motion was made by Commissioner Calvert to adjourn.
Seconded by Commissioner McCullough.

Unanimously approved.

Adjourn 17:25

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

CITY OF RANGER, TEXAS

ATTEST:

Hope Delatorre, City Secretary

Robert Butler, Mayor



REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, November 10, 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 Pilant	
Fire Chief Darrell Fox	
Fire/EMS Eden Alexander	
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: Discuss/Consider: PUBLIC HEARING for Code Enforcement for the Property at 401 Main Street (aka the Game Room) (City Manager) Discuss penalties and violations to include continuing violations for each day as a separate offense.

City Manager Archer notified the Commission that the building at 401 Main Street had reached the public hearing process and was accruing a \$500 per day penalty for Code Enforcement violation. Property research with the County Clerk resulted in the discovery of a lien on the property, which had since been removed by a Release of Lien that had been signed and filed with the County Clerk and was cleared for demolition. That would give the City of Ranger ninety days to act on the building.

Motion was made by Commissioner Calvert to proceed with demolishing the building within the 90-day window.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 03: 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 04: 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.

City Manager Archer expressed gratitude to the Public Works Department for servicing several city-owned vehicles and saving the City of Ranger money. Commissioner Calvert congratulated Wastewater Operator, Brett Logan, on his successful completion of the Wastewater C License program. Mayor Butler announced that the Ranger Historical Preservation Society would be hosting their annual Lighted Christmas Parade on December 5, 2025, at 6:00 p.m. The Finance Director, Carol Stephens, notified the Commission and the citizens that she would be out of office for training November 19-21 and that Municipal Court would be closed. The City Secretary reminded the citizens and the Commission that City Hall would be closed not only for the November 11 observance of Veterans Day, but also for the November 26-28 Thanksgiving holiday. Animal Control Officer Pilant reported that she and the Fire Department would again be hosting a Low-Cost Vaccine Clinic on December 14 from 10:00 a.m. to 4:00 p.m.

Agenda Item 05: Discuss/Consider: Approval of minutes of previous meetings:

- October 27, 2025, Regular Meeting

Motion was made by Commissioner Calvert to approve the minutes.

Seconded by Commissioner McCullough.

Abstained by Commissioner Doyle.

Motion passed.

Agenda Item 06: Discuss/Consider: Vietnam Veterans Wall That Heals (Helen Cozart)

Helen Cozart presented a Fact Sheet on the Wall That Heals with a brief description of the wall and three key volunteer vacancies that were needed for the event. She requested that the date on the sheet be kept private since the date had not yet been formally announced. Helen mentioned a need for benches for the event and sought assistance from the Ranger Police Department to help cover

security for the wall. The Commission highlighted that since this would be a multi-day event, use Hotel/Motel Taxes may be used to support the event.

Motion was made by Commissioner Calvert to place the item on the agenda for the first meeting in December to discuss Hotel/Motel tax use.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 07: Discuss/Consider: Approving a Mobile Home Permit for Tom Logan (City Manager)

Because Ordinance 2025-10-14-A had not ran its second time in the Newspaper of Record, the City Manager presented a mobile home permit application to the Commission for approval with the only potential issue being a HUD tag not being present in the pictures because the home was still being manufactured.

Motion was made by Commissioner Calvert to approve the placement of the home.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 08: 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 Municipal Court Report, Commissioner Calvert wished to express his condolences for the passing of Judge Russell's uncle.

Animal Control Officer Pilant communicated a desperate need for improvements to the City of Ranger Animal Shelter. The Commission asked to place the request on the next agenda for Commission discussion and possible action.

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

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 09: 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)

City Manager Archer presented his biweekly report on City Administration. He was pleased to announce that Brett Logan had passed C Wastewater Test and that the Texas Municipal League Conference had been a positive experience.

The bulldozer approved at the previous meeting presented some technical issues, so he had decided not to move forward with the purchase and had opted instead to repair the machines the City of Ranger already owned for demolitions.

The Manager had located the owner of the trailer houses on Main Street through the County Clerk's Office but because two were occupied, the owner had decided to knock down only one of the dwellings.

IWORQ, the Code Enforcement software, had 118 active cases.

The Wastewater Treatment plant pump had to be replaced due to wrong mountings. This was due to manufacturer error.

eHT, the City of Ranger's contracted engineering firm, hosted a Customer Appreciation Dinner at the Texas Municipal League conference and announced that the City of Ranger would be receiving an invitation to apply for a grant that would yield \$18 million dollars at a 70/30 split for the repair of the water lines in the city. An initial review reflected that the city had scored well for the grant approval process.

TA Truck Stop had paid their water bill in the amount of nearly \$9,000 and would be resuming development upon approval of the new layout by McDonalds. The Love's Lift Station pumps would be delivered soon with installation provided by the Love's.

Manager Archer also reminded the citizens that a Public Information Request (PIR) email had been designated with the Office of the Attorney General and requested anyone requiring information to use the email because it was monitored by the Public Information Act Coordinator and Alternate.

The Commission requested the City Manager share the highlights of the Manger's report during his weekly videos, and the Manager suggested switching from Facebook to YouTube and posting the link to the City of Ranger Facebook page.

Agenda Item 10: Discuss/Consider: Requesting Approval to Purchase Finance Software for Payroll and W-2 Form Preparation (Finance Director)

Finance Director, Carol Stephens, presented the Commission with a quote from Frey Municipal for their payroll software addition that would cost \$9,741 for the first year with a projected live date of 120 days after receiving payment. The Commission expressed concern on providing payment on a software with the delayed functionality for W-2 preparation and suggested the Finance Director counteroffer with 25% down and quarterly payments.

Motion was made by Commissioner Calvert to approve the purchase upon acceptance of quarterly payments every two months and if the City of Ranger backed out of the contract, the city would pay the remainder of the year.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 11: Discuss/Consider: Renewing membership of the Texas Rural Water Association (TRWA). The cost of membership is \$1.45 per active meter. This includes program support such as water and wastewater assistance, an annual water survey, and apprenticeship programs for certifications. (City Manager)

The total cost of renewing the membership would be \$1,377.50 for fourteen months, which would include a water rate study that would usually cost up to \$12,000.

Motion was made by Commissioner Calvert to renew the membership with Texas Rural Water Association.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 12: Discuss/Consider: Approving the placement of a Historic Marker at City Hall (City Manager)

A previous Commission had approved the placement of a Historic Marker that commemorated the National Guard Armory being robbed by the Barrow Gang (Bonnie and Clyde). The current Commission had some concerns with the celebration of people who were involved in the murder of Law Enforcement Officers.

Motion was made by Commissioner Calvert to table the discussion until further notice.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 13: Discuss/Consider: A Rate Increase from the ECWSD of thirteen (13) % that will take effect on January 1, 2026 (City Manager)

City Manager Archer provided an update and awareness about the water fee increase from the Eastland County Water Supply District with anticipation of a pass-through cost to the Commission and citizens of Ranger.

Motion was made by Commissioner Calvert for the City Manager to make a video to let the citizens know of the increase to include awareness of no knowledge of amount of pass-through cost. Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 14: Discuss/Consider: Water Line improvement on North Highpoint Street, project will require a bore under Highway 101 (City Manager)

A home developer, who sought to build four homes on North Highpoint Street and had already completed one home, had concerns about the water pressure available in the area.

Commissioner Billings stepped out at 19:20

The Public Works Director presented the Commission with a plan that included a six-inch water line and would require boring under the road.

Commissioner Billings returned at 19:22

Motion was made by Commissioner Calvert for the Public Works Director and City Manager to get bids and inform the Commission of the cost. Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 15: Discuss/Consider: Setting a Date, Time, and Budget Amount for the Christmas Open House at City Hall (Mayor)

Mayor Butler introduced the idea of a Christmas Open House at City Hall that would include citizens and allow them to meet the City Staff with posting for a Potential Quorum to include the Commissioners.

Motion was made by Commissioner Calvert to hold the Open House at City Hall on December 8, 2025, from 12-4 with the staff-only portion from 12-1 and open to the public from 1-4 with budget not to exceed \$250.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 16: Discuss/Consider: Quotes to Remove the Building Located at 401 Main Street Discuss the city attaching a lien to the property if the owner does not reimburse the City for the expenses. (City Manager)

Referring to Agenda Item 02, City Manager Archer provided a quote from Flint Stone Services that included \$11,658.98 for the demolition and \$12,064 to haul off the debris, but did not include the roll-off dumpsters. The total cost for the City of Ranger ranged from \$27,000-\$28,000.

Motion was made by Commissioner Calvert to use Flint Stone Services to remove the building at 401 West Main Street, to authorize the demo, and put a lien on the property.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 17: Discuss/Consider: Requesting a Grant Writing Firm to apply for Community Facilities Grant (from organizations such as USDA and TPWD) (City Manager)

Motion was made by Commissioner Doyle to establish Langford as the grant writing firm and have them apply for the Community Facilities Grant as soon as it becomes open.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 18: Discuss/Consider: Resolution 2025-11-10-A – A Resolution for the City of Ranger entering into an Agreement with TxDOT to close Main Street from Lula to Rusk for the Lighted Christmas Parade (City Manager, Police Chief)

Motion was made by Commissioner McCullough to adopt the resolution closing Pine Street to Commerce Street for the Lighted Christmas Parade.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 19: Discuss/Consider: First Reading of Ordinance 2025-XX-XX-X: Tiny Home Ordinance that provides 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. The ordinance includes a penalties clause, repeal clause, severability, Open Meetings Act clause, and an effective date. (Mayor)

Mayor Butler presented an updated draft of the Tiny Home and ADU Ordinance that included a definition of “container home” and that the ordinance, if approved, specified that a container home would not be authorized within the city limits of Ranger. Tiny Home communities would be treated as a variance and would go before the Commission for approval.

Motion was made by Commissioner Billings to accept the first reading of the ordinance.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 20: Discuss/Consider: Draft Ordinance No. 2025-XX-XX-X: Adopting Animal Control Regulations Designed to Protect Public Health and Safety; Providing Comprehensive Requirements for the Keeping and Care of Animals and Fowl; Providing for the Control, Regulation, Licensing, Permitting and Vaccination of Dogs and Cats; Providing Regulations and Requirements for Other Animals, Fowl, Livestock, Wild and Exotic Animals; Providing for the Impound and Disposition of Animals Running at Large or Otherwise in Violation of this Ordinance, Providing Procedures for Rabies Reporting and Control, Providing Certain Exemptions; Providing Fines and Penalties; Providing a Repealer Clause; Providing a Severability Clause, Providing a Savings Clause; Providing an Open Meetings Clause; and an Effective Date. (Mayor)

This draft document was prepared for the Commission as with highlights of information that may be used to update the Animal Control Ordinance that had been written in 2008. Animal Control Officer Pilant had some questions regarding the wording and asked the Commission for time to make edits.

Motion was made by Commissioner Calvert to table the discussion for the Chief of Police and Animal Control Officer to make edits with completion goal of first meeting date in December. Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 21: Discuss/Consider: Adjournment

Motion was made by Commissioner McCullough to adjourn the meeting. Seconded by Commissioner Billings.

Unanimously approved.

Adjourned at 20:53.

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

CITY OF RANGER, TEXAS

ATTEST:

Hope Delatorre, City Secretary

Robert Butler, Mayor

FSS PROPOSAL

11/17/25

Dear City of Ranger,

FSS, LLC (hereinafter referred to as "FSS") is pleased to provide our proposal for the above referenced project. FSS proposes to provide our services to City of Ranger (hereinafter referred to as ("Customer")) in accordance with the following scope of work, schedule of fees, terms and conditions, and attachments:

Scope of Work:

- Mobilize personnel and equipment.
- FSS supervisors will walk the location with you to identify and verify the locations for all proposed work.
- FSS is proposing to provide the necessary equipment to excavate and install proposed road bore and water line.
- City of Ranger is to provide all materials including padding material.
- Road bore is estimated 75 feet.
- 6-inch line is estimated at 300 feet and install fire hydrant.
- Install 2-inch line with taps.

Schedule of Fees:

- Cost per foot for road bore-----\$243.65 per ft.
- Cost per foot for the 2-inch water line installation-----\$18.86 per ft.
- Cost per foot on 6-inch water line-----\$23.85 per ft
- Installation of a fire hydrant-----\$2875.35

Rock will be encountered on the road bore. If hammer is needed for bore pits it will be based on a T&M.

Rock will be encountered on the trench line. If hammer is needed for trench line, it will be based on a T&M.

Change order will be signed at the time of decision made with the public works director.

Work Schedule:

FSS will be available to mobilize within 3 working days of receipt of written acceptance of proposal.

FSS PROPOSAL

Terms and Conditions:
Our proposal assumes the following:

- In the event that any of the above provisions are exceeded, our price will be adjusted accordingly.
- Any additions, deductions, or other changes to the original plans provided will be addressed through the use of change orders.
- The attached FSS Standard Terms and Conditions are hereby incorporated into this proposal.

Signature below by an authorized representative of the Customer and counter signature below by an authorized representative of FSS will constitute a Contract between FSS and the Customer to perform the services in accordance with the scope, pricing, schedule, and terms and conditions of this proposal and all attachments.

Any changes to FSS scope, schedule, or standard terms and conditions must be specifically agreed to by FSS in writing prior to acceptance of the proposal and terms and conditions incorporated herein.

If you accept this proposal, please sign the "Accepted by" section of this proposal below and return to FSS for our countersignature.

Sincerely,

FSS, LLC

By signature below, the Customer, hereby accepts the above proposal and agrees to all of the terms, conditions and exhibits referred to and incorporated therein:

Accepted by:

City of Ranger

By: _____

Date: _____

Accepted by:

FSS

By: _____

Date: _____

**RUN IN CLASSIFIEDS AS A STANDARD PUBLIC NOTICE
TWO CONSECUTIVE AD PERIODS**

Questions? Contact Charlie Archer, City Manager – 254-647-3522

AD STARTS HERE:

**REQUEST FOR PROPOSALS
City of Ranger, Texas**

The City of Ranger plans to apply for Regional Mitigation Program Council of Governments Method of Distribution (COG-MOD) Resilient Community Program (RCP) from the Texas General Land Office (GLO) and is soliciting proposals to provide administration and/or planning services for CDBG contract(s), if awarded Please electronically submit your proposal in .pdf format via email citymanager@rangertx.gov. Proposals must be received by the City no later than December 12, 2025, at 2:00 p.m. to be considered.

The City reserves the right to negotiate with any and all individuals or firms that submit proposals and may award one or more contracts to one or more service provider(s). Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises, and Labor Surplus Area firms are encouraged to submit proposals. The City of Ranger is an Affirmative Action/Equal Opportunity Employer. Servicios de traducción están disponibles por petición.

AD ENDS HERE:

PRINT IN CLASSIFIEDS AS A STANDARD PUBLIC NOTICE

RESOLUTION NO. 2025-11-24-A

A RESOLUTION OF THE CITY COMMISSION OF RANGER, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM APPLICATION TO THE GENERAL LAND OFFICE FOR THE MITIGATION COMMUNITIES PROGRAM PROJECT IN THE AMOUNT OF \$300,000 FOR A THE DEVELOPMENT OF A COMPREHENSIVE PLAN; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of Ranger seeks to promote orderly growth, improve public infrastructure, mitigate risk, and enhance the quality of life for its residents through the development of comprehensive and integrated long-range planning; and

WHEREAS, the Community Development Block Grant Program (CDBG), administered by the General Land Office, provides funding for eligible planning activities that support community and economic development that are supported through the development, adoption, and implementation of codes, ordinances, and land use decisions; and

WHEREAS, the City of Ranger is eligible to apply for a CDBG Mitigation Communities Program Project grant to prepare a comprehensive plan that will guide future development, land use decisions, mitigate risks that consider flood and wildfire damage, infrastructure investments, and community priorities; and

WHEREAS, the City Commission finds it in the best interest of the City and its citizens to apply for and secure \$300,000 in CDBG funding for this purpose.

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

1. The City Commission hereby authorizes the submission of an application to the General Land Office for a CDBG Mitigation Communities Program Project Grant in the amount of \$300,000 to fund the development of a Comprehensive Plan.
2. The Mayor is designated as the City's Authorized Representative, with the authority to execute all application documents, certifications, agreements, and reports required by the General Land Office for the purpose of applying for, receiving, and administering the grant.
3. The City of Ranger affirms that it will comply with all applicable federal, state, and local laws, program rules, policies, and requirements associated with the Community Development Block Grant Program.
4. This Resolution shall take effect immediately upon passage and approval.

Passed and approved this 24th day of November 2025.

Robert Butler, Mayor
City of Ranger, Texas

Attest:

Hope Delatorre, City Secretary
City of Ranger, Texas

ORDINANCE NO. 2025-XX-XX-X

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF RANGER, TEXAS, AMENDING THE CITY'S EXISTING ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF RANGER; INCLUDING FINDINGS OF FACT AND PROPER NOTICE AND HEARING; REPEAL PREVIOUS ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A PENALTY CLAUSE; PROVIDING SEVERABILITY CLAUSE; EFFECTIVE DATE AND OPEN MEETING CLAUSES; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Ranger (the "City") has previously established by ordinances and resolutions fees for licenses, permits, and services provided by the City; and

WHEREAS, the City has drafted a Schedule of Fees, attached hereto as Exhibit A and incorporated herein for all purposes, that reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

WHEREAS, due to the need for periodic modification of said fees and for the purposes of efficiency, the City Commission desires to future fee changes by resolution rather than by ordinance; and

WHEREAS, the City desires to provide a single and convenient location for a list of all fees charged; and

WHEREAS, the City Commission has considered the merits of this Ordinance and has determined that this Ordinance is necessary to protect the health, safety, morals, and welfare of the community.

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

SECTION 1. FINDINGS OF FACT. All of the above premises and recitations are found to be true and correct and are incorporated into the body of this Ordinance as findings of fact, as if copied herein in their entirety.

SECTION 2. FEE SCHEDULE. The consolidated and revised Fee Schedule is attached hereto as Exhibit "A," and made a part hereof for all purposes, the same as if fully copied herein.

SECTION 3. REPEAL. All prior Resolutions or Ordinances amending and/or adopting a Fee Schedule are hereby repealed.

SECTION 4. PENALTY.

It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

Any person or entity who violates or fails to comply with any provision of this Ordinance shall be charged with a Class C misdemeanor and, if convicted, may be subject to fine of up to Five Hundred Dollars (\$500.00). Each day a violation exists or continues shall constitute a separate offense.

SECTION 5. CUMULATIVE CLAUSE.

That this ordinance shall be cumulative of all provisions of the City of Ranger, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

SECTION 6. 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 7. SAVINGS.

That all rights and privileges of the City of Ranger are expressly saved as to any and all violations of the provision of any Ordinances effected by this Ordinance; and any such accrual of said ordinances at the time of the effective date of this Ordinance; and, as to such accrued violation and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 8. 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 9. 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.

FIRST READING PASSED AN APPROVED, this ____ day of _____, 2025.

SECOND READING PASSED AN ADOPTED, this ____ day of _____, 2025.

CITY OF RANGER, TEXAS

Robert Butler, Mayor

ATTEST:

Hope Delatorre, City Secretary

City of Ranger Fee Schedule (Attachment A)

A. Water/Wastewater Service Rates and Fees

1. Tap fee rates.

Standard residential connection, 5/8x3/4 meter:	\$1100.00
Tap on other side of street, add:	\$550.00
(a) One inch meter connection and tap:	\$1850.00
(b) Two-inch meter connection and tap:	\$2950.00
Other side of street tap charges for b and c:	\$550.00
(c) Wastewater system connection - 4 inch:	\$850.00
Wastewater system connection - 6 inch:	\$1600.00
Other side of street tap:	\$550.00
(d) Extension of lines --- tap fees plus cost plus 25%	
2. Security Deposit Rate:	\$150.00
3. New Account Setup Charge	\$50.00
4. Termination Charge	\$25.00
5. Service Charge Rate:	\$50.00
6. Late charges to be added to account balance as of midnight on the 15 th of each month at 10% of the balance.	
7. All payments are posted on the date they are received. The Drop Box on the porch is checked once a day in the morning. Anything dropped after the box is checked will be posted on the next business day.	
8. Meter Tampering Fee	\$300.00
	+damages

9. Rates for Water and Meter Service.

(a) Residential minimum charge per meter, up to 2000 gallons:	\$54.25
(b) For each 1000 gallons of water metered over 2000:	\$10.50
(c) Commercial - Single entity rate. Where a commercial unit, Business customer entity receives service off a meter.	
The first 2000 gallons:	\$91.00
For each 1000 gallons of water metered over 2000 gallons	

and any proportionate amount: \$10.50

(d) Commercial – Master meter rate: (More than one unit, customer, or Establishments off of one meter.

of units X \$43.00 (plus \$10.50 per 1000 gallons over minimum X # of Customers.

Residents have the opportunity to utilize a payment extension of ten days no more than (3) times per year. The payment extension must be in place before the 25th of the month in question.

Outside city limits --- The following rates will be charged to all customers for water service provided outside the city limits.

(e) The first 2000 gallons of water used are included in the minimum charge: \$62.15

For each 1000 gallons above the 2000 gallon minimum: \$10.50

(f) Meter test. A water meter test will be performed at the request of the customer.

If the meter is found to be slow, less than 98%, the customer will be charged: \$75.00

(g) Termination at owner's request. The requested charge rate is: \$25.00

4A. Ranger College and Ranger ISD.

- Water minimum: \$92.00
- Each 1000 gallons over minimum: \$10.50
- Sewer minimum: \$120.00

5. Rates for Bulk Water:

- 0-1000 gallons: \$100.00
- Each additional 1,000 gallons \$50.00

6. Wastewater.

- Residential \$47.00
- Commercial I \$62.00
- Commercial II \$122.00
- Commercial III \$242.00
- Multi-unit complex (per unit): \$17.00

6a. Bulk Wastewater (per trip):	
• 0-2,000 gallons	\$125.00
• Each additional 1,000 gallons or a portion thereof	\$67.50

7. TCEQ Backflow Tester Certification (annually) At Cost

B. Solid Wastes.

• Minimum monthly charge residential (per unit):	\$26.00
Each additional unit:	\$15.50

Commercial/Industrial rates:

• 96 gallon container once per week:	\$33.50
• 96 gallon container twice per week:	N/A
• 1.5 cu. Yd. dumpster once per week:	\$62.00
• 1.5 cu. Yd. dumpster twice per week:	\$93.50
• 2.0 cu. Yd. dumpster once per week:	\$72.50
• 2.0 cu. Yd. dumpster twice per week:	N/A
• 3.0 cu. Yd. dumpster once per week:	\$114.00
• 3.0 cu. Yd. dumpster twice per week:	\$196.75
• 4.0 cu. Yd. dumpster once per week:	\$150.00
• 4.0 cu. Yd. dumpster twice per week:	\$228.00

C. Collection Center

Residential Rates:

• Pick-up truck	\$15.00
• 10-12' Trailer (4'sides)	\$30.00
• 14-16' Trailer (4'sides)	\$40.00
• 20-30' Trailer (4'side)	\$60.00
• Refrigerators, freezers, and a/c units	\$20.00 each

NOTE: Contractors are double amount listed above.

D. Cemetery Rates:

NOTE: More than 4 violates by and pet or combination thereof owned by the same person in three years or less shall be: \$500.00 for each impoundment

4. Boarding/Quarantine Fees:

- Boarding fee for impounded animals after first day: \$40.00
- Established by policy (does not include first day)

NOTE: Home quarantine may be authorized as coordinated in accordance with State Law. Any owned dog or cat having bitten or scratched a person shall be observed for a period of ten days from the day of the bite.

5. Expenses of Animal: Owner shall pay for any veterinarian or drug fees incurred for the animal while in custody of ACO or Animal Shelter.

6. Surrender Fees:

- Cats \$100.00
- Dogs \$100.00
- Litters of dogs or cats \$100.00
- Other small animals \$100.00
- Large Animals N/A

7. Adoption Fees:

- Each animal \$40.00 or Cost of Vaccination

NOTE: Animals adopted from the animal shelter must be neutered/spayed must provide proof of surgery by the date established by the ACO.

F. Administrative Services

- Hardcopy of Charter, Ordinances or Resolutions
- Certified Birth Certificates \$23.00
- Certified Death Certificates \$21.00
 - Each Additional Certified Copy \$ 4.00
- Rent Community Center- 4 hours \$50.00
- Rent Community Center – 8 hours \$100.00
- Public Information Requests
 - Per page \$ 0.10
 - Hourly Administrative Labor \$15.00
- Dishonored checks: \$35.00
- Accident Reports: \$6.00
 - Certified copy: \$8.00
- Supplies Actual Cost
- Postage and Shipping Actual Cost
- Credit Card Fee- Fee calculated off of total amount of transaction 3.50%

G. HUD Manufactured Home Permits.

- HUD Manufactured Home Permits \$50.00
- RV temporary use permit \$50.00

H. Mobile Home Lot Permit Fees:

- \$25.00 Per space/year
- One-time application fee \$50.00

I. Tiny Home or Accessory Dwelling Units (ADU) Permits.

- \$500 plus five cents per square foot

J. Regulation of Vendors, Peddlers, Solicitors to include Food Establishments, Semi-permanent food establishment, and temporary vendors.

NOTE: it is unlawful for any peddler, solicitor, mobile food establishment, temporary food establishment, or semi-permanent food establishment to engage in business without obtaining a peddler's permit for the City Secretary. Does not include community service, charitable, educational, or religious services, such as meals-on-wheels, etc.

- Peddler permit:
 - Per day: \$10.00
 - Per week: \$35.00
 - Per month: \$50.00
 - Per 3 months: \$75.00
 - Per 6 months: \$100.00
 - Per year: \$150.00
- Mobile, temporary, or semi-permanent food establishment shall pay a base fee of \$10.00 for each individual on the permit. NOTE: Applicant must obtain and provide to the City of Ranger the inspections or permits required by Texas Department of State Health Services.
- Plus, the following additional:
 - Per day: \$5.00
 - Per week: \$10.00
 - Per month: \$25.00
 - Per 3 months: \$50.00
 - Per 6 months: \$75.00

- Per year: \$100.00

K. Special Event Permit. (May coordinate for joint permit if more than one sponsor)

- Public Property Fees:
 - First Day \$25.00
 - Each additional day \$10.00

L. Fireworks. No person, firm or corporation shall discharge or use fireworks within the city of limits, except as a public exhibition with a permit issued by the City Commission. And a temporary license is issued by the City Fire Chief.

- Fee established by the City Commission:

M. Fire/EMS/Ambulance Fees.

(Per current rate schedules)

N. Police Fees.

(Per current rate schedules)

O. Towing Fees (Third Party).

- Maximum amount to be charged by towing company in town \$165.00

P. Code Enforcement Fees:

COST	RATE	QUANTITY
Administrative Fee	\$200.00	Per Violation Service
Labor	\$50.00	Hourly/Per Person
Haul Off – Small Trailer	\$75.00	Hourly
Haul Off – Large Trailer	\$150.00	Hourly
Haul Off – Dump Trailer	\$200.00	Hourly
Heavy Equipment Usage	\$1,200.00	Daily (1 Day Minimum)
Junk Vehicle Abatement*	\$165.00	Per Vehicle

Roll-Off	<i>Based on Size, Weight, Current Fees + 30%</i>	<i>Based on Size, Weight, Current Fees + 30%</i>
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- Vehicle Parts will be assessed on the same fee schedule as rubbish/debris removal.
- Annual 10% interest, per year, remains unpaid.
- All fees paid in office by Debit/Credit Card will add an additional 3.5% processing fee.

ORDINANCE NO. 2025-11-24-A

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.

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