

City of Kerrville Planning & Zoning Commission Agenda
Thursday, February 19, 2009 , 4:30 p.m.

City Hall City Council Chambers, 800 Junction Highway, Kerrville, TX

The meeting place has wheelchair accessibility and available accessible parking spaces.
Please call the City of Kerrville Planning Division at (830) 792-8354 seventy two hours (72)
before the meeting to request accommodations.

Page

1. 4:30 p.m. Call to Order

Chair calls the meeting to order; roll call.

2. Visitor/Citizens' Forum

Any person with business not scheduled on the agenda is encouraged to briefly speak their ideas to the Commission. Please fill out the SPEAKER REQUEST FORM and give it to the Commission's Secretary prior to the meeting. The number of speakers will be limited to the first ten speakers and each speaker is limited to three minutes. (No formal action can be taken on these items as the Open Meetings Act requires formal action items be posted on an agenda no later than 72 hours before the meeting. If formal action is required, the items will be placed on an agenda for a future meeting.)

3. Consent Agenda

All items listed below in the consent agenda are considered routine or ministerial in nature and will be enacted with one motion. There will be no separate discussion of items unless a Commissioner or citizen so requests; in which case the item(s) will be removed from the consent agenda and considered separately.

3A. Approve the minutes from the meeting of January 15, 2009.

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4. Public Hearings

4A. Thoroughfare Plan Amendment – Consider a recommendation to the City Council of a request to amend the Thoroughfare Plan (Link 4, Kerrville Comprehensive Plan) to remove the following proposed collector roads, the Coronado Drive extension and “Las Cimas Blvd.”, in The Heights of Kerrville development. Applicant: Matkin-Hoover Engineering and Surveying. (File No. 2009-04)

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5. Action Items

5A. Preliminary Plat: The Gardens at Clearwater – A one (1) lot. 7.15 acre tract located at the south corner of the Clearwater Paseo and Main Street intersection. Zoned: PDD. Applicant: Eric Ashley. (File No. 2009-01)

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5B. Preliminary Plat Extension – Consider a request to extend the preliminary plat approval for The Horizon, Section Three, a fifty-one (51) lot residential development located south of the Horizon Blvd and Sheppard-Rees intersection. Zoned: ETJ. Applicant: Domingues and Associates. (File No. 2008-03)

26

5C. Development Site Plan – Receive a report from the Development Services Community Advisory Team regarding a request to establish a ‘Development Site Plan’ requirement for nonresidential developments. (File No. 2009-07)

29

- 6. Staff Reports**
- 6A. Discuss proposed amendments to the City of Kerrville Zoning Code. Applicant: Director of Development Services. 33
- 6B. Future Agenda Items. Applicant: Senior Planner 34
- 7. **Adjourn** - The next scheduled meeting is Thursday, March 5, 2009.

4. PUBLIC HEARINGS

4A **Replat: J.A. Tivy Addition** – A replat of Lots 1 and 2, Block 17, J.A. Tivy Addition, located at 1321 Broadway. Zoned: C-17. Applicant: Texas Land Boundaries. (File No. 2008-67)

Mr. Browning presented the finding of facts to the Commission.

Cmr. Phillips opened the public hearing at 4:42 p.m. No one spoke. Cmr. Phillips closed the public hearing at 4:43 p.m.

Cmr. Kessler moved for approval of the re-plat; subject to staff's recommendations; motion was seconded by Cmr. Hager and passed 4-0.

4B. **Replat: Kerrville Meadows** – A replat of Lot 3, Block 1, Kerrville Meadows, located at 2330 Junction Highway. Zoned: W-2. Applicant: Voelkel Engineering and Surveying. (File No. 2008-69)

Mr. Browning presented the finding of facts to the Commission.

Cmr. Phillips opened the public hearing at 4:44 p.m. No one spoke. Cmr. Phillips closed the public hearing at 4:45 p.m.

Cmr. Hager moved for approval of the re-plat; subject to conditions staff has recommended; motion was seconded by Cmr. Buell and passed 4-0.

4C. **Thoroughfare Plan Amendment** – A request to amend the Thoroughfare Plan (Link 4, Kerrville Comprehensive Plan) to remove the proposed collector road from Creek Wood Road to Twin Springs Road. Applicant: Voelkel Engineering and Surveying. (File No. 2008-68)

Mr. Browning presented the finding of facts to the Commission.

Cmr. Phillips opened the public hearing at 4:48 p.m..

Lee Voelkel with Voelkel Engineering and Surveying, explained to the Commission the reasoning for the requested thoroughfare plan amendment.

Cmr. Phillips closed the public hearing at 4:54 p.m.

Cmr. Phillips discussed with the Commissioners his observation that on a regular basis the Commission and staff have had to come back to the major thoroughfare plan and struggle with making a set of lines that were drawn on two dimensional plat work in the scope of a long term major thoroughfare plan. Cmr Phillips requested to take to City Council that at some point in the near future that a budget be set aside out of City funds to have a study done by some engineering firm to lay out an effective functional major thoroughfare plan for the City and the ETJ.

Cmr. Phillips moved for approval of the area shown on the plat (highlighted in yellow) provided by Mr. Voelkel and described in the body of the application be deleted from the major thoroughfare plan and that the Commission recommend to City Council to modify and that Council should consider hiring a consultant firm to assist with the preparation of a revised Major Thoroughfare plan in the near future; motion was seconded by Cmr. Hager and passed 4-0.

5. STAFF REPORTS

6A. Future Agenda Items. Applicant: Senior Planner

Kevin Coleman, Director of Development Services, informed the Commission of the Zoning Ordinance Input Committee application process and purpose.

7. Adjourn – The next scheduled meeting is Thursday, February 5, 2009.

The meeting adjourned at 5:05 p.m.

ATTEST:

Andy Phillips, Chair

Trina Sanchez, Recording Secretary

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 4A **FOR AGENDA OF:** February 19, 2009

DESCRIPTION: **Public Hearing: Thoroughfare Plan Amendment** – Consider a recommendation to the City Council of a request to amend the Thoroughfare Plan (Link 4, Kerrville Comprehensive Plan) to remove the following proposed collector roads, the Coronado Drive extension and “Las Cimas Blvd.” in The Heights of Kerrville development. (File No. 2009-04)

APPLICANT(S): Matkin-Hoover Engineering and Surveying

ATTACHMENT(S): Applicant’s Request, Thoroughfare Plan Alignment Study

Request:

To amend the City of Kerrville Major Thoroughfare Plan and the Development Agreement between Phoenix Summit Ltd and the City (Dated March 13, 2009), as they pertain to the Heights of Kerrville development.

Background/Chronology:

The Heights of Kerrville is a 300 plus acre, 60 lot large lot residential development located generally along Coronado Drive and west of Harper Road. The development was first presented to the Commission at their January 18, 2007 meeting as a concept plan, Wenzel/Hartmen Tract. In our report to the Commission at that meeting staff outlined the processes necessary for the developer to proceed with the development, i.e., platting, engineering, the possible need for waivers and variances to the subdivision regulations and the need to address the City’s Thoroughfare Plan either through the platting process or by amendment of the plan.

January 31, 2007, The applicant submits a request to amend the City’s Thoroughfare Plan as it relates to two (2) collector roads that bisect the Wenzel/Hartman Tract (The Heights of Kerrville). During a special called meeting of the Commission, February 12, 2007, the Commission heard and approved the applicant’s request to remove the two (2) collector roads from the Thoroughfare Plan. However, based on an “Agreement of Understanding” between the developer and the City related to the overall development of the Wenzel/Hartman Tract (The Heights of Kerrville), the developer withdrew his request for the amendment to the Thoroughfare Plan. (The request was never presented to City Council for review and consideration).

February 21, 2007, the applicant requests a waiver to the subdivision regulations to allow the installation and use of on-site sewage facilities, septic tanks, staff and the Commission recommend approval of the request at the Commission’s March 1, 2007 meeting.

March 13, 2007, City Council adopts a development agreement for the subject tract, “Annexation and Development Agreement By and Between The City of Kerrville, Texas, and Phoenix Summit, Ltd.”. The agreement outlines the timing of annexation, the zoning

classification following annexation (R-1), water and waste water services, private street construction and compliance with the Thoroughfare Plan

March 15, 2007, A preliminary plat for a 55 lot, 301 acre single family development, Wenzel Tract, is approved with conditions by the Commission. The Commission also approves a variance to allow overlength cul-de-sacs based on the topography of the site and the limited number of lots served by each cul-de-sac.

March 5, 2009, The Commission will consider a final plat for a 60 lot, 308 acre single family development, The Heights of Kerrville.

Summary:

As stated above, the applicant has requested an amendment to the City's Thoroughfare Plan and the Development Agreement as they relate to the collector roads bisecting the development. A 'Thoroughfare Plan Alignment Study for the Heights of Kerrville' prepared by Kimley-Horn and Associates, Inc., which examines the need for the collector roads shown on the Thoroughfare Plan is included for the Commissions review.

As stated in the Development Agreement, the plat attached to the agreement, a preliminary plat for the Wenzel Tract, met the "spirit and intent of the City's Thoroughfare Plan with respect to the collector street required to transverse the property". And the final plat for the Heights of Kerrville, which the Commission will see on March 5, 2009, still does.

To condense that section of the agreement to the basic intent, the intent was to preserve right-of-way and future access in the area and not to require full roadway development and/or immediate access. This need existed at the time of the agreement and still does as of this request. The Agreement further states that, "the parties agree that the sole and exclusive purpose of the collector street is to provide public access, as part of City's Thoroughfare Plan, to property other than the property described", i.e. The Heights of Kerrville.

The alignment study submitted with the applicant's request recommends removal of the collector roads based on the following, 1). Estimated future trip generations (based on low density residential development), 2). The potential for 'cut-through' traffic (from adjacent developments), and 3). Alternative alignments that place the proposed roads on adjacent properties.

The Commission should also know that this request is a two step process, the amendment to the Thoroughfare Plan and the amendment of the Developer's Agreement are separate issues. The applicant will be requesting an amendment to the Developer's Agreement as it applies to the Thoroughfare Plan at the February 24, 2009 City Council meeting. At this meeting the Commission will be making a recommendation to Council regarding the amendment to the Thoroughfare Plan, Council is scheduled to hear that request at their March 10, 2009 meeting.

Staff Comments:

It needs to be pointed out that this request represents the fifth request to amend the Thoroughfare Plan in the last two years, but only the second to provide alternatives.

The one comment that has been consistent in all of staff's responses to these requests has been, no removal or alteration of any roadway proposal shown on the Thoroughfare Plan should be considered without a detailed alignment study.

The study assumes that a connection is needed between Harper Road and the extension of Doris Road. Staff agrees with this assumption.

In response to the rationale used in the Alignment Study to recommend removal of the proposed collector roads, consider the following;

- Estimated future trip generations: only low density large lot single family developments were considered in the calculations.
- The potential for 'cut-through' traffic: By their design and definition collector streets 'collect' traffic from local streets and connect that traffic to minor and/or major arterials.
- Alternative alignments: While alternative alignments were proposed in the Alignment Study they were not fully studied. Staff agrees with the study that these alternatives should be studied, however, before any amendment to the Thoroughfare Plan is considered not after. In fact, the study does not show that the proposed alternatives have a greater value than the existing Las Cimas Blvd.

RECOMMENDED ACTION

1. Open the public hearing and receive comments, and
2. Render a decision on the applicant's request.

January 21, 2009

Mr. Gordon Browning
City Planner
City of Kerrville
800 Junction Highway
Kerrville, Texas 78028

Re: The Heights of Kerrville
Amendment to the Major Thoroughfare Plan &
Development Agreement

Dear Mr. Browning,

On behalf of The Heights of Kerrville, L.P., I would like to cordially submit a request for the amendment of the City of Kerrville Major Thoroughfare Plan and the Development Agreement between Phoenix Summit Ltd and the City (dated March 13, 2007), as they pertain to the Heights of Kerrville Development.

A third party engineer, Kimley-Horn & Associates, was commissioned to examine and provide recommendations as to the viability and need of the collector facilities shown within the limits of the development on the current MTP. Enclosed with this submittal is a copy of their report for your review. Based on their findings and professional recommendations in this report, I would like to ask for this item be placed on the Planning & Zoning Commission agenda, heard at the February 19, 2009 meeting, and the subsequent action be taken by the Commission.

Thank you for your consideration in this matter. If you have any questions, please feel free to call our office.

Sincerely,
Matkin Hoover Engineering & Surveying



Matt McCormick, P.E.
Project Manager

cc: Andy Phillips
Bruce Stracke
Jeffrey Whitacre, P.E.
Aaron W. Nathan, P.E.

TECHNICAL MEMORANDUM

To: Matt McCormick, P.E.
Project Manager
Matkin Hoover Engineering & Surveying

From: Aaron W. Nathan, P.E., AICP
Jeffrey A. Whitacre, P.E.
Kimley-Horn and Associates, Inc.

Date: January 21, 2009

Subject: The Heights of Kerrville Master Thoroughfare Plan Alignment Study
City of Kerrville, Texas



Introduction and Background

The Heights of Kerrville is an approximately 305 acre single-family residential development. The proposed developed consists of 59 single-family home sites. Currently, the subdivision is planned as a gated community. Based on the thoroughfare plan in place in early 2007 (presented in **Exhibit 1**), two collector facilities were proposed to travel through the proposed gated residential community. Based on an agreement between Phoenix Summit LTD and the City of Kerrville (dated March 13, 2007), it was stated:

“The collector street named Las Cimas Boulevard...has been granted to the City of Kerrville, TX...At the time that the City determines that the street is needed or required for public access and use, which is in the City’s sole discretion, the Developer of this Property, or its successor in interest, shall immediately convey the roadway to the City, without cost to or payment from the City, for public access and use and thereafter remove the gates or any other barriers across the collector street which would prevent public use of the collector street; however, Phoenix, its successor in interest or the property owners association shall maintain all other streets within the Property as private, gated streets.”

As a result of this agreement, the City may remove the gates on Las Cimas Boulevard and provide thoroughfare connections as needed. In addition, the City modified the thoroughfare plan to match Las Cimas Boulevard, El Regalo, and Coronado Drive as constructed by the developer. The amended thoroughfare plan is presented in **Exhibit 2**.

Purpose

This study will examine two key issues. The study will (1) analyze the Coronado Drive extension to determine the need for this facility to be identified as a collector; and (2) examine the need for Doris Drive to connect with Las Cimas Boulevard to provide a collector facility through the development.

Coronado Drive

Based on the previously adopted thoroughfare plan (see **Exhibit 1**), Glen View Drive was shown to extend to Doris Drive. Primarily due to topographic reasons, this proposed collector was not built in this alignment. Instead, Coronado Drive was extended and was terminated at El Regalo (see **Exhibit 2** and **Exhibit 3**).

The previously referenced development agreement does not address Coronado Drive and El Regalo. The development agreement stated that the property owners association shall maintain all other streets (i.e. Coronado Drive and El Regalo) within the Property as private, gated streets. In addition, the sections of Coronado Drive and El Regalo contained within the Heights of Kerrville development have already been constructed to a rural local street cross section. Therefore, based on this agreement and the manner in which they were constructed, these facilities should be removed from the thoroughfare plan.

However, in addition to Coronado Drive and El Regalo not being addressed in the development agreement, several additional attributes of Coronado Drive indicate this roadway will naturally function as a local street, not as a collector facility. These items are as follows:

- Due to topographic restrictions, Coronado Drive is not a continuous east-west facility to Las Cimas Boulevard. The additional intersection with El Regalo diminishes its ability to function as a collector.
- The topography of this area limits the development type and intensity. In this case, a 305 acre single family tract generates the same amount of traffic as a typical 15 acre single family residential neighborhood in a suburban area. The immediate area surrounding this site is similar in topography and has the same planned future land use. **Exhibit 4** displays the adjacent properties and the resulting minimal estimated PM trip generation for each area.
- Coronado Drive is projected to only serve a portion of the Heights of Kerrville traffic. A majority of the development's traffic will travel on Las Cimas Boulevard to Harper Highway. Based on the ITE Trip Generation rates, The Heights of Kerrville will generate approximately 60 vehicles during the PM peak. Based on The Heights of Kerrville site plan and surrounding area development, it is anticipated that less than 30 vehicles will utilize this section of Coronado Drive in the PM peak. The peak-hour capacity of this type of a collector facility is approximately 1,000 vehicles per hour; much greater than the site will generate.
- The parcel immediately to the east of The Heights of Kerrville has a stub out (via Las Alturas) identified for potential future extension of this development. If the Heights of Kerrville was expanded to include this additional property, only about 15 PM peak hour trips would be added to the



existing roadway network. If the site to the east remained unconnected to The Heights of Kerrville development, private residential type of streets (like Las Cimas Boulevard and Coronado Drive) could connect to Harper Highway and serve this site.

- While it is understood that the intent of the Doris Drive / Las Cimas Boulevard / Coronado Drive thoroughfare plan alignments was to provide local connectivity between the neighborhoods, the actual intensity of the development in this area greatly reduces this thoroughfare need.

We recommend the removal of the extension of Coronado Drive through the Heights of Kerrville from the thoroughfare plan.

Las Cimas Boulevard

Unlike Coronado Drive, it is anticipated that the connection between the existing Doris Drive and Las Cimas Boulevard will attract “cut-through” arterial traffic wishing to move between Harper Highway and Goat Creek Parkway and/or SH 27. This “cut-through” traffic of an arterial nature is inconsistent with the type of low density residential development in this area.

Introduction

Without the potential “cut-through” arterial traffic, the amount of traffic on Las Cimas Boulevard from the nearby local developments utilizing this connection would be minimal. North and west of The Heights of Kerrville and south of Wren Road is approximately 512 acres of developable land. **Exhibit 4** breaks this northern area into two development areas for trip generation purposes, one at 2.5 acres per unit and the other at 1 acre per unit (based on a cursory review of the existing topography). This amount of traffic generated by the nearby developments is detailed in **Exhibit 4**. At build out of the 512 acres of nearby local developments (excluding The Heights of Kerrville and its potential future expansion), it is estimated that the amount of local traffic utilizing Las Cimas Boulevard in the PM peak hour would be less 100 vehicles.

By keeping the Heights of Kerrville’s gates permanent and removing Las Cimas Boulevard from the thoroughfare plan, it is projected that less than 100 local vehicles during the PM peak would be affected. Due to the type of low density residential development in this area, it is projected that the roughly 100 PM peak vehicles that would have utilized Las Cimas Boulevard as a collector can be distributed among other local roads and thoroughfare facilities (Wren Road, existing Doris Drive and Goat Creek Parkway) with minimal impact to the roadway system. This analysis emphasizes the fact that the only purpose for Las Cimas Boulevard to function as a thoroughfare would be as an arterial facility, inconsistent with the low density residential development planned for The Heights of Kerrville.

Capacity Analysis

Capacity analysis on Las Cimas Boulevard was completed using level of service criteria outlined by the Highway Capacity Manual. **Table 1** provides a description of this criterion as it applies to thoroughfare facilities.

Table 1 - Level of Service Criteria for Capacity Analysis						
V/C Ratio	0.00	0.20	0.45	0.65	0.80	1.00
Level of Service	A	B	C	D	E	F

V = Peak Hour Directional Volume (vehicles per hour)
 C = Per Lane Directional Capacity (vehicles per hour)
 Per lane directional capacity is assumed to be the following:
 Collector: 500 vehicles per hour per lane (C2U)
 Local: 250 vehicles per hour per lane (L2U)

Table 2 indicates the results of Las Cimas Boulevard’s capacity as a two-lane gated local rural facility, two-lane ungated rural local facility, and a two-lane collector facility. The volumes utilized in this analysis were derived from the previously referenced **Exhibit 4**.

Table 2 - Capacity Analysis						
Roadway	Segment	Direction	Class (section)	PM Peak Hour		
				V	V/C Ratio	LOS
Las Cimas Boulevard	North of Harper Hwy.	NB	Existing Rural Local with gates (L2U)	38	0.15	A
		SB		22	0.08	A
Las Cimas Boulevard	North of Harper Hwy	NB	Existing Rural Local without gates (L2U)	101	0.40	B
		SB		62	0.25	B
Las Cimas Boulevard	North of Harper Hwy	NB	Collector (C2U)	101	0.20	B
		SB		62	0.12	A

The results of this capacity analysis indicate the following:

- Las Cimas Boulevard is projected to operate at an acceptable level of service under all scenarios (ignoring the potential for “cut-through” arterial traffic – see later discussion).
- While the level of service for local traffic is acceptable, the addition of only 61 NB peak hour “cut-through” trips (which would be expected from this type of arterial connection) would result in the local facility operating at LOS D; 149 additional NB peak hour “cut-through” trips would result in an LOS F.

- This theoretical additional “cut-through” arterial traffic could be accommodated at an acceptable level of service with a collector facility; however as previously stated, this facility type has not been constructed and is inconsistent with the low density land use and may not be feasible due to the existing topography.

“Cut-through” Arterial Traffic

In addition to the nearby development traffic that would use Las Cimas Boulevard if the gates were removed, additional background or “cut-through” arterial traffic will travel between Harper Highway and Goat Creek Parkway. The amount of background traffic likely to use this route is dependent on a number of factors. It is likely some traffic choosing this route is doing so in order to avoid the intersection of SH 27 and Harper Highway. This type of traffic is most interested with travelling at a higher rate of speed in order to decrease overall travel time; however these trips are inconsistent with the low density residential land use and the existing topography. Providing gates eliminates the potential for these types of “cut-through” arterial trips.

Las Cimas Boulevard Conclusion

The relatively low trip generation estimates from nearby development and capacity analysis results indicate that a collector facility is not needed to serve these properties; and alternative routes would not be overloaded by eliminating this connection. Therefore, the only other trip types that would desire to use this connection are those more typically found on arterial facilities.

Las Cimas Boulevard Alternatives

Several alternative options or a combination of these options are available in lieu of providing a connection between Doris Drive and Las Cimas Boulevard. These options are as follows:

- 1) Remove Las Cimas Boulevard from the thoroughfare plan and modify development agreement;
 - 2) Realign Doris Drive; and/or
 - 3) Provide an interchange on IH-10 at Wren Road.
- 1) Remove Las Cimas Boulevard from the thoroughfare plan and modify development agreement*

One option is to simply remove Las Cimas Boulevard from the thoroughfare plan. As previously presented, the low intensity of land use in the area does not warrant the need for a collector; and the background trips that may use this facility are not compatible with the proposed land uses.

2) *Realign Doris Drive*

Alternatively, the City of Kerrville could explore other options for an arterial “bypass” route between Harper Highway and Goat Creek Parkway. We recommend considering an alternative alignment for Doris Drive. It should be noted that two existing collector routes (Lois Street and Jackson/Methodist Encampment) are available that connect Harper Highway to Goat Creek Parkway.

Two potential alternative alignments of Doris Drive have been presented in **Exhibit 5**. Alignment 2a and 2b roughly parallel IH-10. Alignment 2a is an option the City could likely pursue predominantly independent of TxDOT; while Alignment 2b would require significant coordination with TxDOT. Portions of these alignments follow existing facilities near Harper Highway. Alignment 2a may result in a connection to Harper Highway close to the existing IH-10 interchange, but does partially follow an existing roadway alignment. Alignment 2b results in a frontage road type of facility between Harper Highway and Wren Road. Alignment 2b would be preferred and provide the largest benefit for circulation and access in the study area.

3) *Provide an Interchange at Wren Lane*

In lieu of (or in addition to) creating a direct connection between Harper Highway and Doris Drive in this area, the City could pursue a long-term plan for an interchange along IH-10 at Wren Road. This connection is projected to provide alternate routes for traffic on Harper Highway and is also projected to provide relief for arterial traffic that would otherwise “cut-through” the Heights of Kerrville to access Goat Creek Parkway. While the feasibility of this connection was not explored in detail with this study, an additional connection to IH-10 at Wren Road allows the City to eliminate these arterial trips through Las Cimas Boulevard, Doris Drive and the adjacent low density residential areas. This connection also allows for improved access to northwest Kerrville via an arterial facility and the potential for future non-residential development near IH-10. While the topography along the proposed Wren Road alignment currently shown on the thoroughfare plan makes us question the feasibility of the exact alignment shown, there does appear to be some potential alternative locations that may be feasible in the future. The City should coordinate with TxDOT to explore the feasibility of this option.

In conjunction with providing an interchange at Wren Lane, an additional arterial connection may be made between Harper Highway and IH-10. This connection is indicated on **Exhibit 5**. This additional arterial connection will be beneficial as the northwestern area of Kerrville continues to grow. It would also provide an alternative route to lessen the traffic demands on Harper Highway between IH-10 and SH 27.



Conclusions and Recommendations

- The original development agreement stated that the property owners association shall maintain all other streets (i.e. Coronado Drive and El Regalo) within the Property as private, gated streets. The development agreement does not address the need for Coronado Drive and/or El Regalo to be included on the thoroughfare plan; therefore these facilities should be removed from the plan.
- The thoroughfare plan, as currently adopted, indicates the need for the City of Kerrville to provide collector facilities connecting The Heights of Kerrville (via Coronado Drive, El Regalo, and Las Cimas Boulevard) to Doris Drive and Harper Highway. As presented in this document, the anticipated trip generation for the Heights of Kerrville and the property immediately surrounding this development is relatively low (as compared to the capacity of a collector); and alternative routes would not be overloaded by eliminating these connections. The only reason to include this connection on the thoroughfare plan would be to accommodate “cut-through” arterial trips that are better served along an arterial facility with compatible land uses along the alignment.

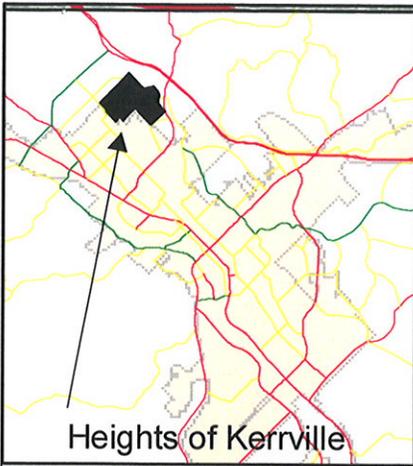
Therefore, we recommend the City remove Coronado Drive, El Regalo, and Las Cimas Boulevard from the thoroughfare plan and allow The Heights of Kerrville to maintain their proposed gates. We recommend the development agreement be modified to reflect this.

- The City may, in lieu of simply removing these facilities from the plan, wish to explore alternative alignments for Doris Drive to allow this facility to better accommodate arterial trips. In addition, the City may wish to explore a long-term improvement to provide an interchange with IH-10 at Wren Road. This interchange may provide the largest benefit to the area. These additional alternatives for the thoroughfare plan are presented in **Exhibit 5**.

Therefore, we recommend the City develop a long-term plan for providing an arterial connection in northwest Kerrville that does not go through The Height of Kerrville; and can instead be supported by a land use compatible with this facility type.

APPENDICES

- **Exhibit 1:**
Previous Master Thoroughfare Plan
- **Exhibit 1:**
Amended Master Thoroughfare Plan
- **Exhibit 3:**
Overall Site Plan
- **Exhibit 4:**
Estimated PM Trip Generation
- **Exhibit 5:**
Master Thoroughfare Plan Options



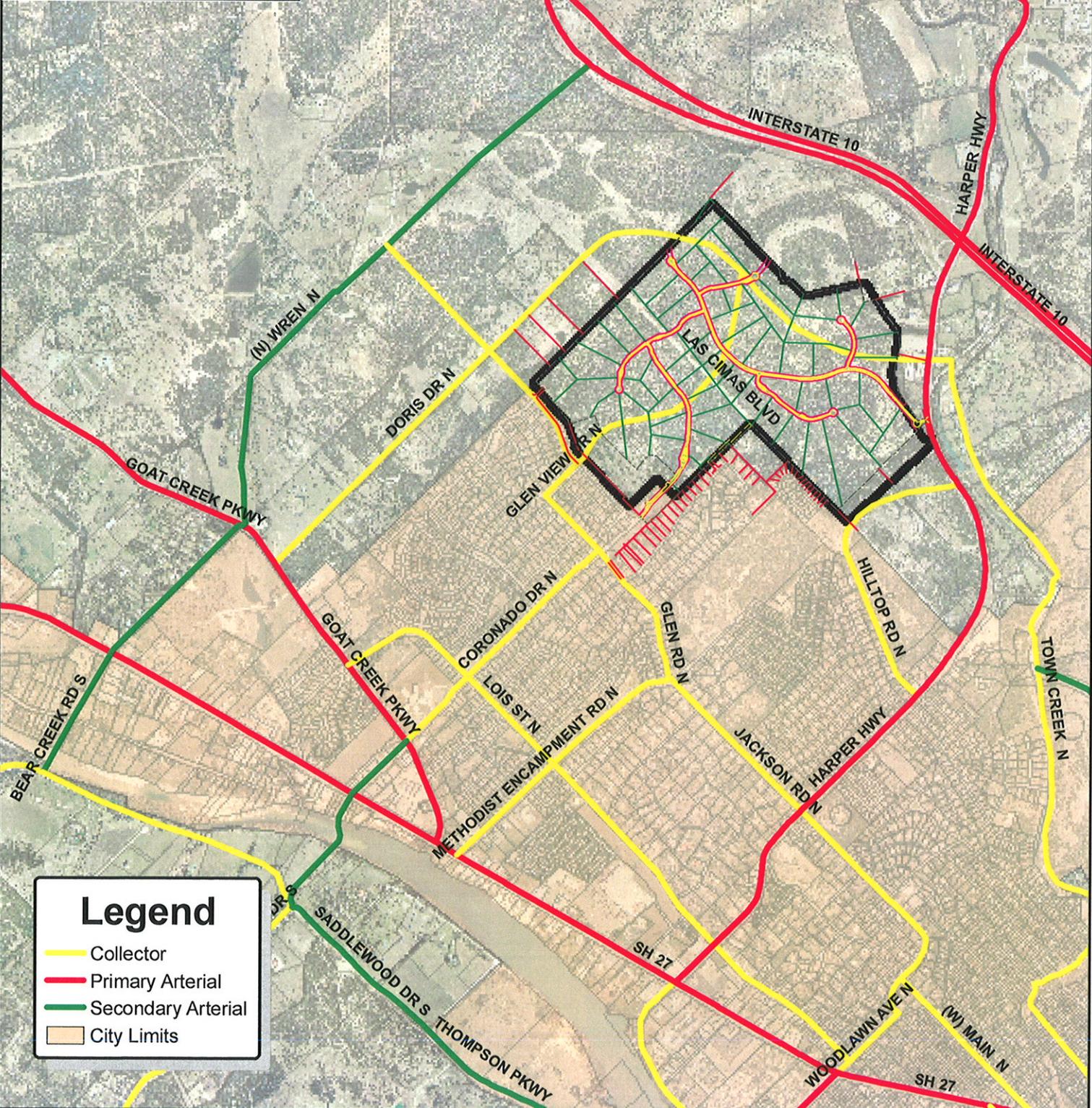

City of Kerrville Exhibit 1 Master Thoroughfare Plan

0 2,000 4,000 Feet

January 2009

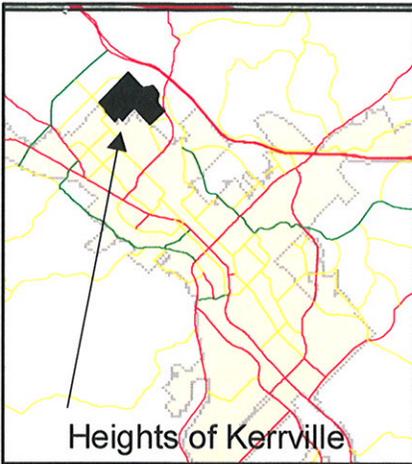


Kimley-Horn
and Associates, Inc.



Legend

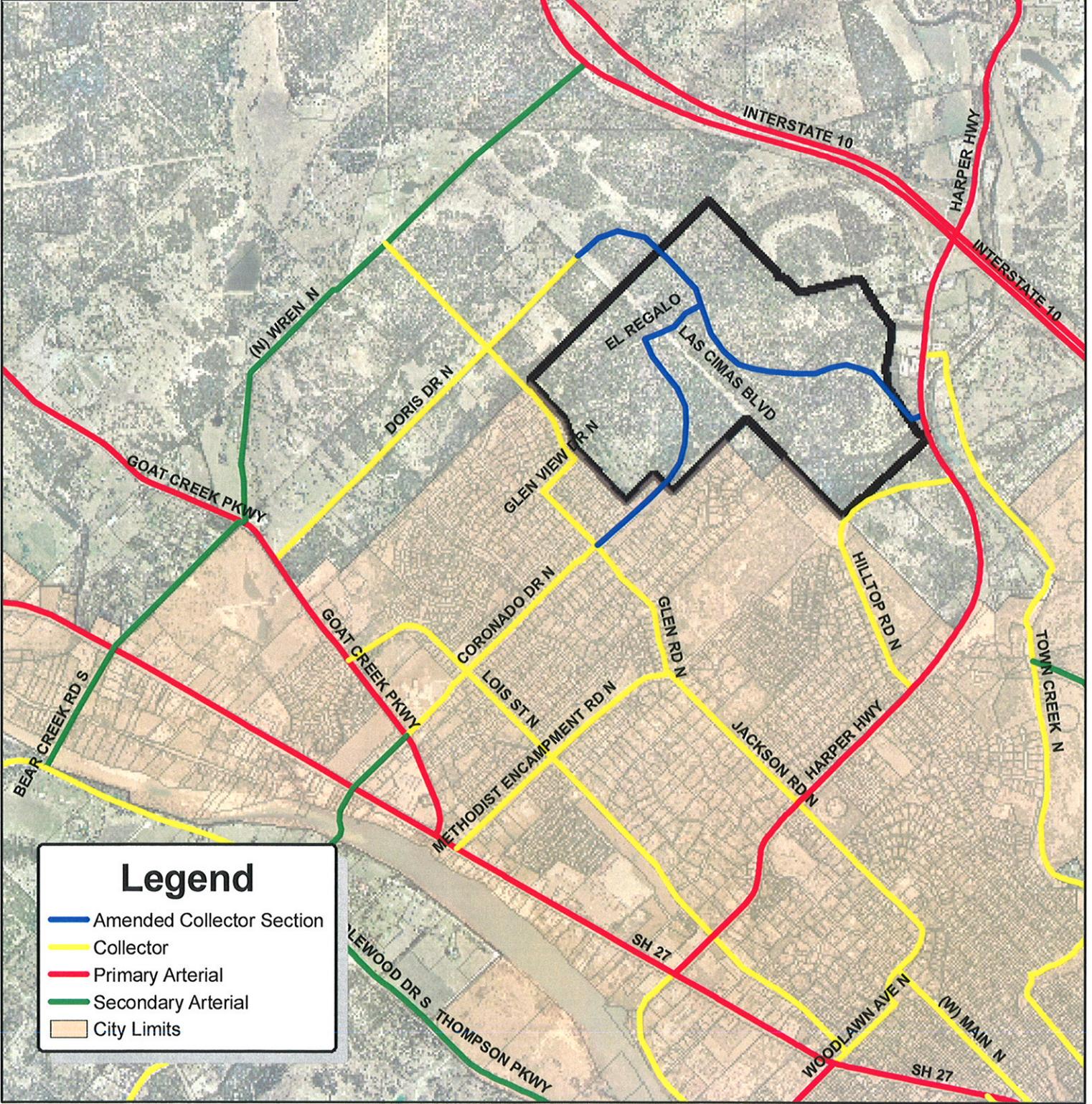
- Collector
- Primary Arterial
- Secondary Arterial
- City Limits




City of Kerrville Exhibit 2 Amended Master Thoroughfare Plan

0 2,000 4,000 Feet

January 2009  Kimley-Horn and Associates, Inc.

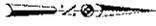


Legend

-  Amended Collector Section
-  Collector
-  Primary Arterial
-  Secondary Arterial
-  City Limits



SCALE 1" = 200'



THE HEIGHTS OF KERRVILLE
 SITE PLAN
 FOR
 PHOENIX SUMMIT, LTD.
 KERRVILLE, TX

MATKINHOOPER

ENGINEERING
 & SURVEYING

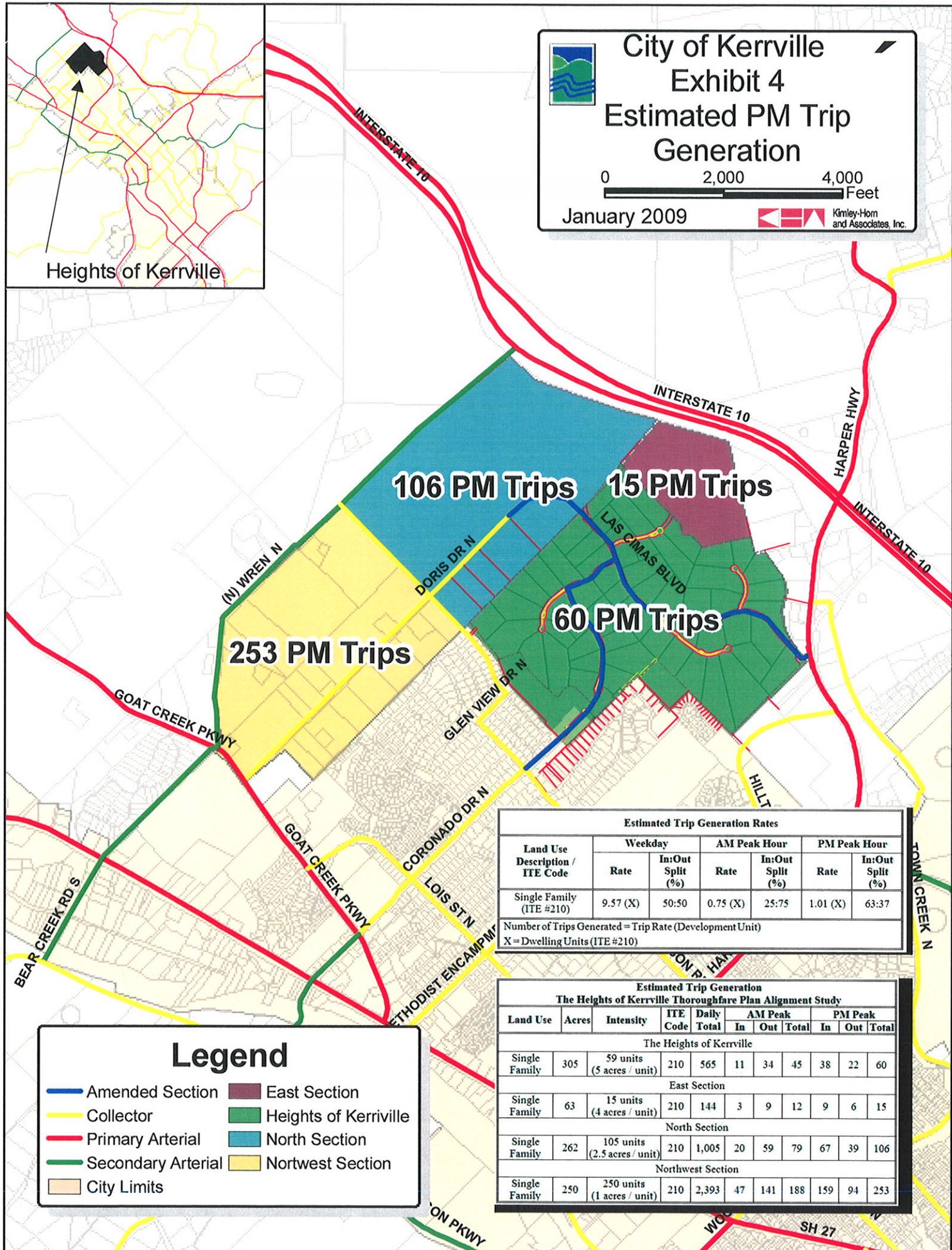
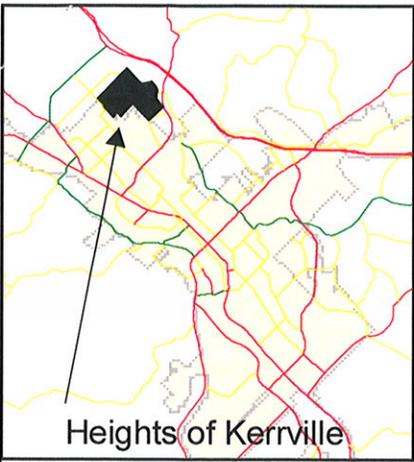
700 N. W. ...
 SUITE 100 ...
 KERRVILLE, TEXAS 78601
 PHONE: (817) 893-1100
 FAX: (817) 893-1101
 WWW: WWW.MATKINHOOPER.COM

JOB NO. 2115.03
 DATE JULY 2007
 DESIGNED BY ...
 CHECKED BY ...
 SHEET ...

City of Kerrville
Exhibit 4
Estimated PM Trip Generation

0 2,000 4,000 Feet

January 2009 Kimley-Horn and Associates, Inc.



Land Use Description / ITE Code	Weekday		AM Peak Hour		PM Peak Hour	
	Rate	In:Out Split (%)	Rate	In:Out Split (%)	Rate	In:Out Split (%)
Single Family (ITE #210)	9.57 (X)	50:50	0.75 (X)	25:75	1.01 (X)	63:37

Number of Trips Generated = Trip Rate (Development Unit)
 X = Dwelling Units (ITE #210)

Land Use	Acres	Intensity	ITE Code	Daily Total	AM Peak			PM Peak		
					In	Out	Total	In	Out	Total
The Heights of Kerrville										
Single Family	305	59 units (5 acres / unit)	210	565	11	34	45	38	22	60
East Section										
Single Family	63	15 units (4 acres / unit)	210	144	3	9	12	9	6	15
North Section										
Single Family	262	105 units (2.5 acres / unit)	210	1,005	20	59	79	67	39	106
Northwest Section										
Single Family	250	250 units (1 acres / unit)	210	2,393	47	141	188	159	94	253

Legend

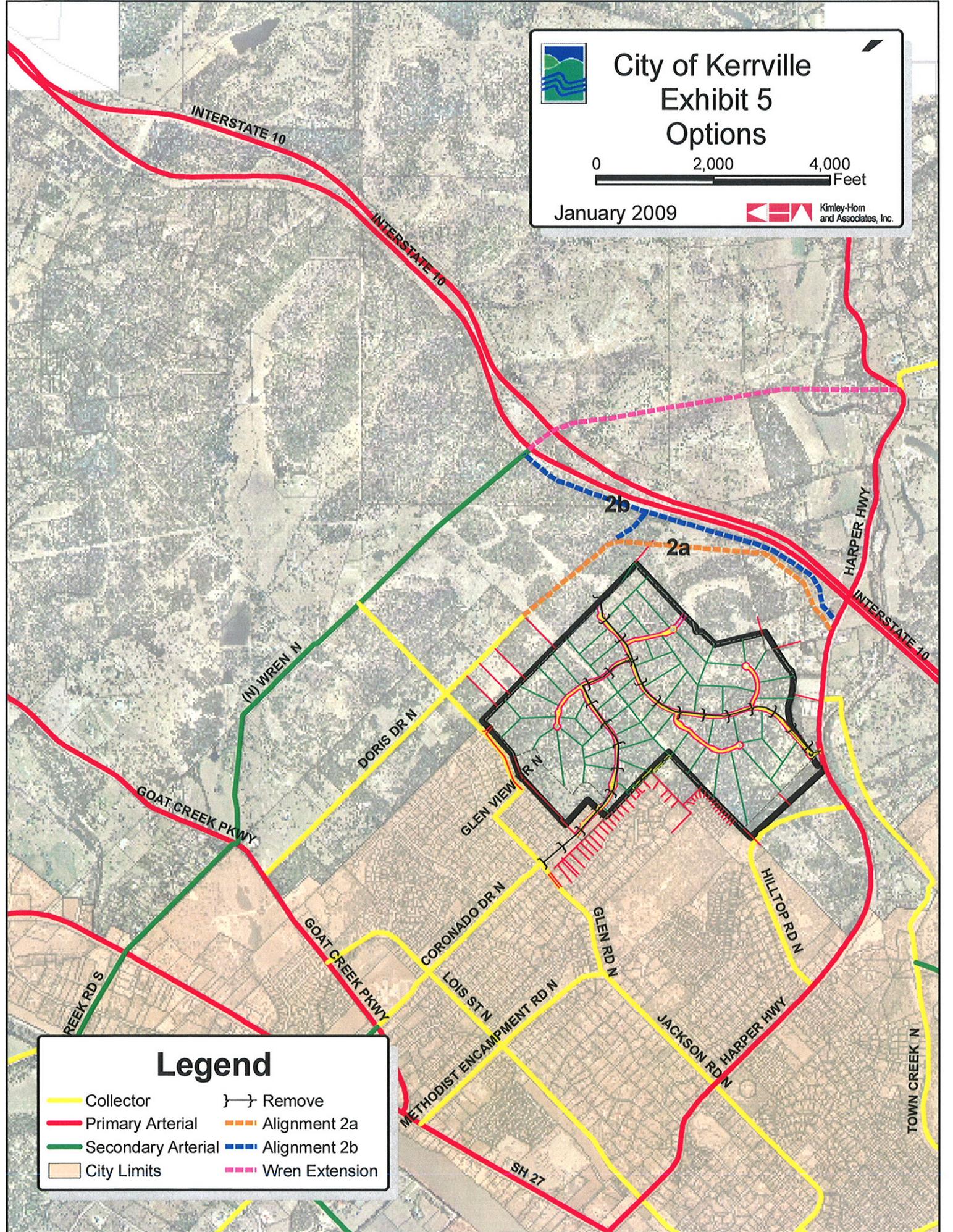
- Amended Section
- Collector
- Primary Arterial
- Secondary Arterial
- City Limits
- East Section
- Heights of Kerrville
- North Section
- Northwest Section



City of Kerrville Exhibit 5 Options

0 2,000 4,000 Feet

January 2009  Kimley-Horn and Associates, Inc.



Legend

 Collector	 Remove
 Primary Arterial	 Alignment 2a
 Secondary Arterial	 Alignment 2b
 City Limits	 Wren Extension

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 5A **FOR AGENDA OF:** February 19, 2009

DESCRIPTION: **Preliminary Plat: The Gardens at Clearwater** – A one (1) lot, 7.15 acre tract located at the south corner of the Clearwater Paseo and Main Street intersection. Zoned: PDD. (File No. 2009-04)

APPLICANT(S): Eric Ashley, Surveyor

ATTACHMENT(S): Location Map, Plat

SUMMARY STATEMENT – FINDING OF FACT

History/Timeline:

- July 8, 2008 – City Council approves Planned Development District, Ordinance No. 2008-19 allowing multifamily development on subject tract.
- January 19, 2009 – Preliminary plat for The Gardens at Clearwater accepted for review.
- February 4, 2009 – Development Review Committee (DRC) review process completed.
- February 13, 2009 – Staff comments to applicant.
- **February 19, 2009 – Consideration of preliminary plat by Commission.**

Summary/Informational Comments:

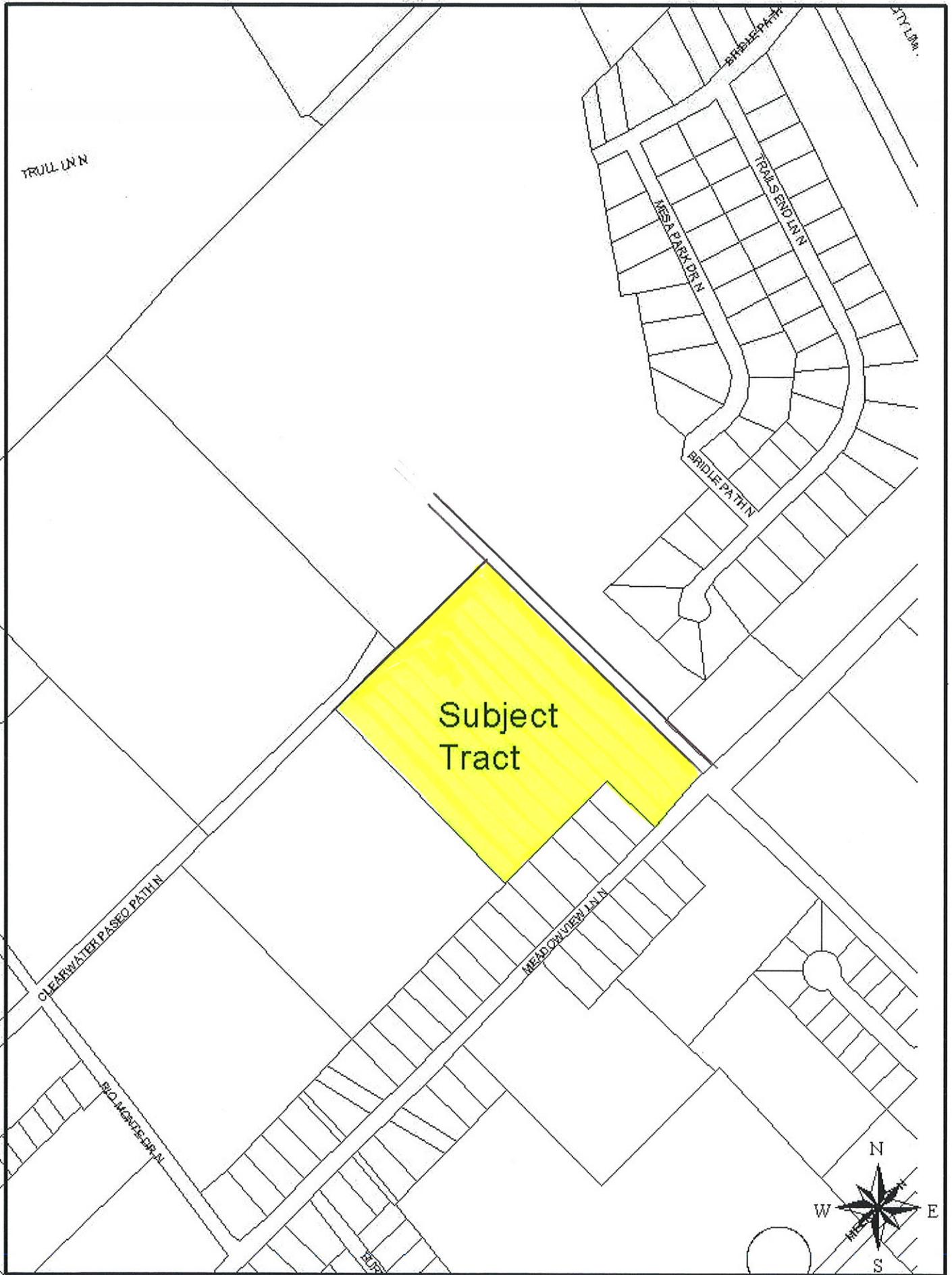
- Municipal utilities exist to serve this tract.
- Platting is a condition of the PDD ordinance.
- A Fire (water) Flow Test will be required for this project. The required water flow for this project is a minimum 1000 gallons per minute.
- Sidewalks will be required along street frontages.
- Civil construction plans have been submitted for this project and are currently under review.
- Approval of the preliminary plat does not constitute construction approval, individual building permits will be required prior to development.
- Prior to final plat acceptance engineering plans must be submitted and approved by the City Engineer.

RECOMMENDED ACTION

Staff recommends approval of the preliminary plat subject to the following conditions;

1. The plat should be titled, “The Gardens of Clearwater, Block 1, Lot 1”,

2. Show all existing and proposed easements on the final plat with dimensions and labeled by type to include franchise utilities. Label existing easements as 'Existing' and provide recording information. Identify proposed easements by stating dedication method within parenthesis, ex. (By Plat),
3. Show the internal 14-foot Utility Easement as a 'Water Line Easement' dedicated (By Plat),
4. Coordinate the location and size of the franchise utilities with the independent providers,
5. Change the title of the 'Drainage Area Easement' to read 'Private Drainage Easement',
6. The drainage channel maintenance agreement must be completed and approved prior to release of engineering plans,
7. In the general notes, indicate the method to be used to satisfy the Parkland Dedication Ordinance requirement,
8. Provide two (2) corners set to the State Plane Coordinate System (NAD 83) and one (1) corner located with respect to a corner of the original survey.
9. Remove signature block for City Manager and the notary statement for the Planning and Zoning Commission,
10. Add to General Note #2, 'per Ordinance No. 2008-19', and
11. Any additions and/or alterations to the engineering plans as required by the City Engineer.



**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 5B **FOR AGENDA OF:** February 19, 2009

DESCRIPTION: **Preliminary Plat Extension** – Consider a request to extend the preliminary plat approval for The Horizon, Section Three, a fifty-one (51) lot residential development located south of the Horizon Blvd and Sheppard-Rees Road intersection. Zoned: ETJ. (File No. 2008-03)

APPLICANT(S): Domingues and Associates

ATTACHMENT(S): Location Map, Applicant's request

History:

- February 21, 2008 – Commission approves preliminary plat for The Horizon, Section Three with conditions.
- February 2, 2009 – Applicant submits request for preliminary plat extension.
- **February 19, 2009 – Consideration of preliminary plat extension by the Commission.**

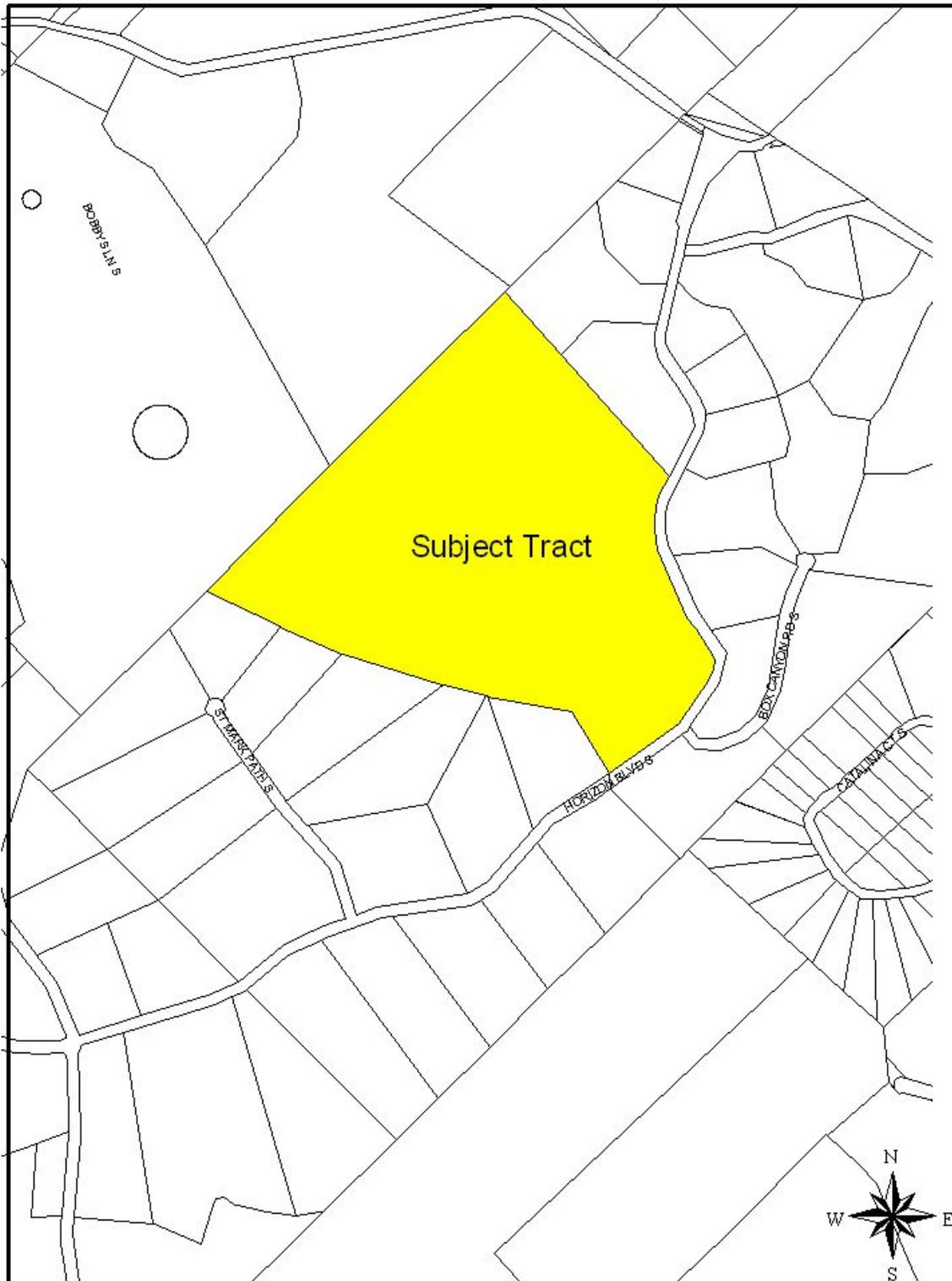
Summary:

Article 10-IV-2, Section A.4 of the Subdivision Regulations state, "Approval of the preliminary plat shall lapse unless a final plat is submitted within one (1) year from the date of initial approval."

The applicant is requesting a one (1) year extension of the preliminary plat approval.

RECOMMENDED ACTION

Approval of the applicant's request as submitted.



Domingues & Assoc.

*Professional Land Surveying
Subdivision Design*

February 2, 2009

Mr. Gordon Browning
Senior Planner
City of Kerrville

Re: The Horizon, Section Three
Preliminary Plat (File No. 2008-03)

Dear Gordon,

On February 21, 2008, the Planning and Zoning Commission approved the The Horizon, Section Three, Preliminary Plat.

Mr. McRae is requesting a one year extension of this approval because the Lower Colorado River Authority does not have a definite location for the new transmission lines.

If you have any questions please contact me.

Sincerely,



Charles B. Domingues, RPLS

Domingues & Assoc. 609 Sidney Baker - Kerrville, Tx. 78028
Tel. 830/896 6900 - Fax 830/896 6901 - e-mail cdomingues@ktc.com

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 5C **FOR AGENDA OF:** February 19, 2009

DESCRIPTION: A report from the Development Services Community Advisory Team regarding request to establish a Development Site Plan requirement for nonresidential developments.(File No. 2009-07)

APPLICANT(S): Development Services Advisory Team, Kevin Coleman, Director of Development Services

ATTACHMENT(S): Draft of the Development Site Plan Requirements

The Development Services Community Advisory Team (DSCAT) was developed to enhance communication between the Development Services Department and users of the department.

DSCAT has been meeting periodically since September, 2008. Early in its discussion, the team focused on improving the permit process for commercial projects. The review and approval of a commercial project can be a complex process, bringing together a multitude of technical professionals from the owner's team and the City's review team.

Currently, assuming the property is zoned correctly and platted, the City's commercial permit process is initiated by an application for a building permit. Proposed changes recommended by DSCAT would require submittal, review and approval of a Development Site Plan, prior to submittal of a building permit on any commercial development or expansion on a tract over one half acre.

Most commercial projects require the submission of civil engineering plans, drainage and/or flood plain design, and other general site plan issues all of which are essential to the construction of a well designed, and ultimately well constructed project. By adding a specific requirement for submittal and approval of a Development Site Plan, the City creates a tool for both the developer and the City to look at all relevant issues of a project while separating the needs of the 'site' from the needs of the 'structure(s)' on that site.

Mr. Peter Lewis, local architect, and DSCAT Team Leader, will be at the meeting to present the recommendation and answer questions as needed.

The City Council reviewed this report at their February 10, 2009 meeting and direct staff to prepare a resolution adopting this step in the development process as policy. A resolution to that effect will be heard at the Council's March 10, 2009 meeting.

RECOMMENDED ACTION

Receive the report from the Development Services Community Advisory Team and move to support the proposed resolution.

Development Site Plans:

A development site plan is a required first step prior to any site development and the issuance of a building permit for nonresidential projects of 0.5 (1/2) acres or larger. Approval of a development site plan shall be required prior to any site development and the issuance of a building permit for all nonresidential uses as defined by the City's Zoning Code.

The development site plan must comply with all provisions of the zoning district in which it is located, relating to permitted uses and development requirements and standards.

Application: An application shall be submitted, with all requested information and/or attachments, and in such number as required by the staff including a checklist for submittals. The City Planner shall have the authority to request any other pertinent information necessary to ensure compliance with this ordinance.

Application Fee: A filing fee, as established, shall be included with the application.

Application Deadlines: All applications shall be completed and submitted to the Development Services Department in accordance with a schedule established by the City Planner.

Application Completeness: An application shall be considered submitted only after the City Planner has determined it is complete and provides the information necessary for review. If an application is determined to be incomplete, the City Planner shall provide notice to the applicant along with an explanation of the applications deficiencies. Incomplete applications will not be processed and/or reviewed.

Pre-Application Conference: Prior to the formal submittal of an application, applicants are required to schedule a pre-application conference with the City Planner. The pre-application conference is to review the application for informational purposes only and does not constitute the filing of an application or approval for construction. An application shall not be considered complete until a pre-application conference has been held.

Review Process:

The development site plan review and approval procedures shall be determined based on the size and nature of the project as follows:

Development Review Committee: The Development Review Committee shall review and make recommendations on all development site plans.

The Development Review Committee shall have final approval authority to approve nonresidential development site plans for projects of 0.5 (1/2) acres or larger, provided that the development site plan does not require consideration and approval of varied or different requirements and standards than those found elsewhere in the zoning code.

An applicant may appeal the determination of the Development Review Committee to the Planning and Zoning Commission, see below, Appeal.

Appeal: A decision of the Development Review Committee may be appealed to the Planning and Zoning Commission by the applicant within ten (10) days after the date of decision by the Development Review Committee. The appeal must be written and must identify the specific reasons for and basis of the appeal. The appeal shall be delivered to the Development Services Department either personally within the ten (10) days or by United States mail postmarked within the ten (10) day period.

The Planning and Zoning Commission shall hear the appeal of the applicant at a regular meeting. The Planning and Zoning Commission shall review the action of the Development Review Committee and shall determine only whether or not the Development Review Committee acted within its authority under the guidelines set forth herein, and whether the decision of the Development Review Committee was based upon the evidence presented to it which would fairly support the decision made with regard to the appealed issue.

If the Planning and Zoning Commission concludes that the Development Review Committee acted without sufficient evidence, the Planning and Zoning Commission may grant the appeal and modify the site plan accordingly or the Planning and Zoning Commission may grant the appeal and resubmit the site plan to Development Review Committee for its further action.

Development Site Plan Submittal Requirements:

General Information: Twenty (20) copies of the development site plan; vicinity map or adequate reference to intersecting streets to locate specific property, north arrow, date, scale (not less than 1" = 100'), and on sheets 24" x 36" in size.

Site and Adjacent Property Information: Site, indicating boundaries (with bearings and distances) and project phases lines, if any, public and/or private rights-of-way and easements on site or abutting or intersecting the site, adjacent properties with zoning and existing uses identified.

Building Layout: Existing and proposed structures showing; approximate outline of perimeter walls, including distances to property lines and other structures; front, side and rear building setback lines; proposed category of use or uses of structures; number of stories in height and feet; gross floor area; location of entrances and exists.

Circulation and Parking: Location, dimensions and proposed construction of all streets, private drives, alleys parking areas and drive approaches; streets, drives and alleys which are adjacent to or dead-end into the site, including the location of existing and proposed median openings and left-turn lanes in boulevard streets; number and dimensions of parking spaces and width of drive approaches and aisles; sidewalks and other facilities for pedestrian circulation; location, width and curve radii for required fire lanes.

Drainage and Utilities Services: Existing and proposed topography reflecting proposed handling of on-site surface drainage; limits of the 100 year floodplain and floodway as shown on current FEMA maps including location and acreage; proposed improvements and method of maintenance for any drainage channels and storm water detention facilities; existing and proposed sanitary sewer layout; existing and proposed water

service layout including fire hydrant locations; proposed locations for solid waste container pads/enclosures.

Screening, Open Space, Recreational Facilities: Location, height and building materials for any proposed or required walls or fences; height, location and type of any proposed berm or living screens.

Living Units: A table showing type of units by size, number of bedrooms and number of each type (multifamily projects).

Administrative Action:

Upon approval of a development site plan by the Development Review Committee, as set forth herein, and approval of the preliminary plat (if required), application(s) may be made for the permits and certificates necessary for construction. Subsequent to such approval, minor changes to the development site plan may be authorized by the Director of Development Services when such changes will not cause any of the following circumstances to occur:

- A change in the character of the development,
- An increase in the ratio of the gross floor area in structures to the area of any lot,
- An increase in the intensity of use,
- A reduction in the originally approved separations between buildings or required screening,
- An increase in the problems of circulation, safety and utilities,
- A reduction in the originally approved setbacks from property lines,
- An increase in ground coverage by structures,
- Reduction in the ratio of off-street parking and loading space to the gross floor area in structures,
- Change in the locations, lighting or orientation of originally approved signs.

Expiration:

Approval of any development site plan approved after the date of passage of this section shall automatically expire three years from the date of approval unless a building permit has been issued and development activity on the tract has begun. When only an initial or partial phase of a project is constructed, the approval of the development site plan for any additional phases shall automatically expire after three years from the date of initial approval unless a building permit has been issued for the additional phases and development activity on the additional phases has begun. Extension of the approval period may be requested at any time prior to expiration or within 60 days after expiration. When it is determined that no significant changes affecting the site have occurred, the City Planner may, after recommendation by the Development Review Committee, extend the approval.

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 6A **FOR AGENDA OF:** February 19, 2009

DESCRIPTION: Discuss proposed amendments to the City of Kerrville Zoning Code.

APPLICANT(S): Kevin Coleman, Director of Development Services; Gordon Browning, Senior Planner.

ATTACHMENT(S):

The City Council has directed staff to begin the process of amending the City of Kerrville's Zoning Code regarding the following items;

1. Consider amending Article 11-I-3, Definitions and Interpretation of Words and Phrases, to broaden the list of permitted uses as defined in the Home Occupation section of the Article.
2. Consider amending Article 11-I-22, Planning and Zoning Commission and Board of Adjustment, to reduce the number of consecutive terms a Board of Adjustment member may serve.

Staff will begin this process by publishing a public hearing notice in The Kerrville Daily Times and setting public hearing dates before the Planning and Zoning Commission, March 5, 2009, and before the City Council, March 24, 2009, with an anticipated final ordinance reading scheduled for April 14, 2009.

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 6B **FOR AGENDA OF:** February 19, 2009
DESCRIPTION: Future Agenda Items
APPLICANT(S): Gordon Browning, Senior Planner
ATTACHMENT(S):

The following items have been **tentatively** scheduled for the March 5, 2009 Commission meeting.

Zoning Change Request – A request to change the zoning from E-29 and E-30 (East Side District) to a PDD (Planned Development District) on approximately 2.9 acres located at the southwest corner of the Memorial Blvd (SH 27) and Loop 534 intersection. Zoned: E-29 and E-30. Applicant: Vordenbaum Engineering, Inc. (File No. 2009-03)

Residential Replat: Woodside Addition – A replat of Lots 1A-4B, Block 1 and Lots 5 and 6, Block 2, located northwest of the Travis Street and Woodside Drive intersection. Zoned:RC. Applicant: Roederer Surveying. (File No. 2009-06)

Development Site Plan: Woodside Addition – A request for a Development Site Plan per Article 11-I-10 c(2), Residential Cluster District of the Zoning Code, for duplex development on Lots 1B and 2A, Block 1 and Lots 5 and 6, Block 2 of the Woodside Addition located at 1603, 1605, 1610 and 1612 Woodside Drive. Zoned: RC. Applicant: Roederer Surveying. (File No. 2009-07)

Sign Variance Request – A variance to the Sign Regulations of the City of Kerrville, Section 27.3D(d) to allow four (4) internally lighted signs and Section 27.3D(e) to exclude the requirement of a masonry frame around the proposed monument sign for property located at 1309 Bandera Highway (Guadalupe National Bank). Zoned: GR. Applicant: Peter Lewis Architect and Associates. (File No. 2009-05)

Zoning Code Amendment – To amend Article 11-I-3, Definitions and Interpretation of Words and Phrases, to broaden the list of permitted uses as defined as a Home Occupation, Article 11-I-3 (a)(49). Applicant: City of Kerrville. (File No. 2009-09)

Zoning Code Amendment – To amend Article 11-I-22 (b)(5), Planning and Zoning Commission and Board of Adjustment, to reduce the number of consecutive terms a Board of Adjustment member may serve. Applicant: City of Kerrville. (File No. 2009-10)

Final Plat: The Heights of Kerrville – A sixty-one (61) lot, 308 acre residential development generally located west of Harper Road and northeast of Coronado Drive. Zoned: ETJ. Applicant: Matkin-Hoover Engineering and Surveying. (File No. 2009-11)