

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

July 6, 2017

MEMBERS PRESENT:

Bob Waller, Chairman
Garrett Harmon, Vice-Chair
Don Barnett, Commissioner
Michael Sigerman, Commissioner
Rustin Zuber, Commissioner
David Jones, Alternate
Marty Lenard, Alternate

STAFF PRESENT:

Gordon Browning, Interim City Planner
Mark McDaniel, City Manager
EA Hoppe, Deputy City Manager
Danny Batts, Director of Building Services / Chief Building Official
Dorothy Miller, Recording Secretary

CALL TO ORDER:

On July 6, 2017, Cmr. Waller called the Kerrville Planning and Zoning Commission regular meeting to order at 4:30 p.m. in the City Hall Council Chambers, 701 Main Street, Kerrville, Texas.

1. VISITORS/CITIZENS FORUM:

Mr. Harvey Brinkman spoke regarding the Famous Door project previously mentioned at the last Planning and Zoning meeting. Mr. Brinkman stated the Famous Door has been purchased by Johnny and Marta Borruo, owners of the Rio Ranch Café located at 2590 Junction Highway. Mr. Brinkman stated they were asking for direction regarding rezoning of the area where the Famous Door exists and said they have received very positive feedback from the neighboring community. Mr. Brinkman also stated they are considering a possible RT zoning or mixed use. Mr. Brinkman and Mr. Borruo discussed the pros and cons of the proposed project.

2. 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.

2A. Approval of the minutes from the June 15, 2017 meeting.

Cmr. Harmon moved to approve the minutes as amended. Motion was seconded by Cmr. Zuber and passed 5-0.

3. CONSIDERATION AND ACTION

3A. Consideration and Action, Replat – Public hearing, consideration, and action concerning a replat of Lots 7, 8, 17 and 18, Block 6, Oaks Heights Addition, a subdivision in Kerr County, containing 3.64 acres of land, more or less, as recorded in Volume 2, Page 92, of the Plat Records of Kerr County, Texas, located at 385 Goat Creek Cut-Off. (File No. 2017-039).

Mr. Browning presented the case and asked Commissioners to render a decision.

Mr. Lee Voelkel spoke regarding the utility easement that runs through the property and the road and why the property line differed between the as-platted and the new plat. Mr. Voelkel stated when they went out to do the survey on the property they found the monumentation for the lots had changed on the Goat Creek Cut-off side of the right-of-way of the road from the initial plat which was done in the late 1950s or early 1960s. Mr. Voelkel stated he looked for documentation that transferred right-of-way to the county, but found none so believed it was a taking of right-of-way at some point by occupation now, that the stakes were there and it also affects the lots on each side of this lot. There was a triangle that was taken from this lot and is now a right-of-way of Goat Creek Cut-off. Mr. Voelkel stated they did add an easement for the power line that runs through the property that was outside of an existing easement so the plat will take care of that. There was also one that was running down the boundary line and they added an easement for that also and added the note that this plat has been waived by Kerr County as far as their review and approval as this is ETJ property. They received a court order that waived this plat from approval. The plat will only be approved by the Planning and Zoning Commission.

Cmr. Barnett moved to approve the replat. Motion was seconded by Cmr. Sigerman and passed 5-0.

4. ITEMS FOR DISCUSSION

4A. Review and discuss “Home Occupations”, as defined in Article 11-I-3 (57), of the City of Kerrville Zoning Code. Street. (File 2016-037).

Mr. Browning announced previously made changes were made and incorporated into the draft copy. Commissioners discussed “Home Occupations” and additional changes to be made.

Cmr. Waller asked staff to produce a final draft and set a public hearing.

4B. Comprehensive Plan Update

Mr. Mark McDaniel, City Manager, discussed the comprehensive plan and proposed schedule of updating the plan. The last update to the plan was in 2008, making the current plan nearly ten years old. The draft schedule calls for a request for qualifications (RFQ) for a consulting team that will be assisting as a third party through the process. This RFQ went out July 5, 2017 and is due early August and Mr. McDaniel anticipates interviews with consultants before the end of August. At the same time, city council has been asked to appoint a steering committee for the effort. Each council member will elect six individuals and council members themselves will serve on the steering committee and they have also been asked to appoint all of the Planning and Zoning Commission so they are kept apprised of the progression, what the issues are, and what is being discussed and ultimately when the Planning and Zoning Commissioners are asked to review and move approval to recommend for adoption, then the commissioners are fully aware of the

discussions that have been held. There will also be a lot of public input, which Mr. McDaniel stated is very important. The steering committee will be meeting monthly for a year, so it is a year-long process, and will also include sub-committees around certain chapters in the plan. They will start out with a community visioning exercise or retreat where the public would be invited in to help develop that vision in what Mr. McDaniel would call principles or chapters of the plan. For example, one chapter of the plan might be historic preservation; another chapter might be downtown revitalization and transportation and so on. Once those are established there are sub-committees in the community that are assembled around each of those chapters so to grow the public input and then there will be a lot of opportunity for the public to comment on what is in the plan or what is being contemplated. Mr. McDaniel said they will certainly be using the citizen survey that has recently been done, all the work that has been done on prior comprehensive plans and build on that, and the work of the prior Zoning Ordinance Input Committee (ZOIC). It is going to be a long process, but it will be a great process in getting to a plan that gets a lot of buy in from the entire community. Council has been asked to reach out and be sure that all parts of our community are represented so that no one is being left out of the process. In addition, the roll of the Planning and Zoning Commission is very important because the city's charter calls for the commission to update the comprehensive plan periodically, which is a formal process which goes through the commission for formal approval and recommendation and then on to city council for final approval. The consultant will look at the work that has been completed to date and also interview a lot of people and possibly interview the Planning and Zoning Commission as well about what they see as current issues in the comprehensive plan, land use, zoning, and regulations. Also critical in this process will be Mr. Browning's replacement as Interim City Planner as his last day is July 14, 2017. Mr. McDaniel stated they are in the process of hiring a replacement. The city is looking not just for a Chief Planning Officer but an Executive Director of Development Services, so the position will have dual capacity and be over the entire development function. Interviews are currently being conducted and Mr. McDaniel hopes to hire someone prior to Mr. Browning's departure.

Commissioners asked if city and county staff would have any involvement in the process. Mr. McDaniel stated key city staff will be involved, including himself and Mr. EA Hoppe, Deputy City Manager. As for the county, Mr. McDaniel has asked city council to consider people outside of the city limits because the planning area will go two miles beyond the city limits. Currently the ETJ is one mile outside of the city limits; however, the population is already over 25,000 so if city council were to declare that population count by ordinance, the planning area would extend two miles so Mr. McDaniel wants county residents to be a part of the process. They will reach out to the County Commissioners Court, school boards, Chamber of Commerce, KEDC (Kerrville Economic Development Corporation), and different people directly in this process as part of the city's outreach effort. Some of these people may be on the steering committees as well.

Mr. McDaniel stated another process the city wants to do as a possible parallel project towards the end is begin to look at the city's existing codes and make sure those codes, such as home occupation or historical preservation, and other tools that other cities use such as overlays and a number of other things, that those codes are looked at and amended so that it supports the direction of the new comprehensive plan because it is not going to work to have a plan and have

codes that are inconsistent with the direction the city is wanting to go. A rewrite of some of the codes would also be something that is looked at, again looking to a consultant, working with the Planning and Zoning Commission, as a follow-on or parallel effort, but the RFQ that went out was just for the facilitation, help, and assistance with the development of the comprehensive plan.

Mr. McDaniel was asked the date the steering committee might be in place. Mr. McDaniel replied the goal is to have a committee in place by August 8, 2017 when council would make those appointments or possibly pushed back to August 27, 2017 when council will be asked to award a contract to a consultant.

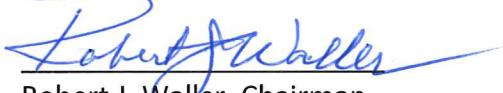
5. STAFF REPORTS

Mr. Browning reported the next meeting will be Thursday, August 3, 2017 at 4:30 p.m.

6. ADJOURNMENT

This meeting was adjourned at 5:27 p.m.

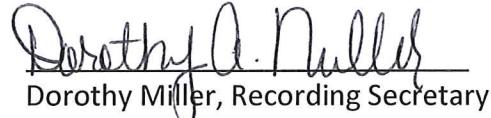
APPROVED:



Robert J. Waller, Chairman

8-17-17

Date Minutes Approved



Dorothy Miller, Recording Secretary