

**CITY OF KERRVILLE PLANNING & ZONING COMMISSION AGENDA**  
**REGULAR MEETING, THURSDAY, JUNE 5, 2014 4:30 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**701 MAIN STREET, KERRVILLE, TEXAS**

**CALL TO ORDER**

**Pg.**

**1. VISITORS/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.)

**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 May 29, 2014 meeting.

**2**

**3. PUBLIC HEARING AND ACTION:**

**3A. Annexation & Zoning Request** - Public hearing, consideration, and action concerning a proposed voluntary annexation and a zoning classification of (R-1) Single-Family Residential District, of The Heights of Kerrville Subdivision, consisting of a 308.841 acre tract of land out of the Florentine Lara Survey No. 123, Abstract No. 225, M.K. & T.E. R.R. Survey No. 1861, Abstract No. 1242 and the J.D. Leavell Survey No. 1862, Abstract No. 1435, Kerr County, Texas.  
Planning File: 2014-008

**5**

**4. STAFF REPORTS**

**8**

**5. ADJOURNMENT**

**8**

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The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-258-1117 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of Kerrville, Texas, and said notice was posted on the following date and time: \_\_\_at\_\_\_ and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

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Deputy City Secretary, City of Kerrville, Texas

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3A. Residential Replat-public hearing, consideration, and action concerning a proposed residential replat for part of Lot 40 of the Legion Heights Addition subdivision, located at 611 Goss Street. Planning File No. 2014-017.

Mr. Lutz explained that the applicant sought to divide the area into three lots. The three lots were 40A, 44A, and 45A, and the replat met the minimum lot size and frontage requirements for the proposed use of single family residential. No additional easements were required for the replat. Staff requested that if any service lines were discovered, that easements would be implemented. No protests were received from the notified landowners in the surrounding area. Cmr. Waller opened the public hearing at 4:36 p.m. Hearing no one speak, Cmr. Waller closed the public hearing at 4:36 p.m.

Cmr. Harmon moved to approve the replat, contingent on the staff request for easements should any service lines be discovered. Cmr. Morgan seconded, and the motion passed 5-0.

3B. Zoning Change Request, Planned Development District-public hearing, consideration, and action concerning a proposed Planned Development District for the former armory facility located at 411 Meadowview, to allow the land uses of "Professional Offices & Public Assembly." Planning File No. 2014-020.

Mr. Lutz explained that a planned development district was granted for the property in 2013 for professional offices. He stated that the American Legion had taken over the facility, and wished to host paid events on the property such as weddings, graduation parties, Project Graduation parties, etc., to help defray the costs to maintain the facility, as well as to make some improvements, such as paved parking. The American Legion did obtain a certificate of occupancy from the city, and also installed a fire prevention sprinkler system. If approved, this Planned Development District would repeal the one granted in 2013. Mr. Lutz responded to questions from the Commissioners regarding parking for future events.

Cmr. Waller opened the public hearing at 4:43 p.m.

Richard Meeker, 412 Meeker Road, Kerrville, Texas spoke. Mr. Lutz responded to Mr. Meeker's questions.

The public hearing was closed at 4:51 p.m.

Cmr. Morgan moved to approve the Planned Development District, limited to the current owners/operators, not for any future owners or persons leasing the property. Cmr. Motheral seconded, and the motion passed 5-0.

#### **4. CONSIDERATION AND ACTION:**

4A. Minor Plat: Consideration and action concerning a proposed minor plat establishing Lots 1 and 2 of the James B. Goss Estates Subdivision, located at 300 Meeker Road. Planning File No. 2014-018.

Mr. Lutz explained that the applicant owns a 0.702 acre unplatted tract of land sought to establish a 2 lot subdivision. Lot 1 was a 0.325 acre tract with 79.75' of frontage along Meeker Road. Lot 2 was a 0.377 acre tract with 90.02' of frontage along Meeker Road. Both proposed lots met the minimum lot size required by the zoning code, as well as all state and local codes. Staff recommended approval of the minor plat as presented.

Cmr. Motheral moved to approve the minor plat as presented. Cmr. Harmon seconded, and the motion passed 5-0.

4B. Final Plat: Consideration and action concerning a final plat establishing Lot 1, Block 1 of the Schreiner-Vicens Subdivision, located at 2100 E. Main Street. Planning File No. 2014-020.

Mr. Lutz explained that the Commission approved the initial plat on June 16, 2013. He reported on the various easements on the property. The electric easement does not specify any dimensions or width. The financial guarantee was received for the re-vegetation of the property. The consensus of the Commission was that there should be a requirement for the establishment of a width for the electric easement that runs through the property. The city's requirement is 14'. He planned to speak with KPUB to see what their requirements were.

Cmr. Harmon moved to approve the final plat, with the condition that an easement be established by the electric service provider. Cmr. Motheral seconded, and the motion passed 5-0.

**5. STAFF REPORTS:**

Mr. Lutz reported that there would be a public hearing on the zoning for the Heights of Kerrville annexation. The regular meeting of the commission would be on June 19, 2014 to discuss the residential replat in Comanche Trace, as well as an amendment to the city's comprehensive plan for the VFW Planned Development District, in order to be in compliance with Texas state law.

**5. ADJOURNMENT:**

This meeting was adjourned at 5:14 p.m.

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

**AGENDA ITEM:** 3A

**FOR AGENDA OF:**

June 5, 2014

**DESCRIPTION:** Public hearing, consideration, and action concerning a proposed voluntary annexation and a zoning classification of (R-1) Single-Family Residential District, of The Heights of Kerrville Subdivision, consisting of a 308.841 acre tract of land out of the Florentine Lara Survey No. 123, Abstract No. 225, M.K. & T.E. R.R. Survey No. 1861, Abstract No. 1242 and the J.D. Leavell Survey No. 1862, Abstract No. 1435, Kerr County, Texas.

**APPLICANT(S):** City of Kerrville

**ATTACHMENT(S):** Location Map

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**SUMMARY STATEMENT**

The Heights of Kerrville is a 57 lot rural residential subdivision platted in 2009. All lots in the subdivision are greater than 5 acres and are approved for private septic systems. The subdivision is currently connected to and served by municipal water. All streets located in the subdivision are private streets with access easements for utilities and access for emergency services. The subdivision has been developed in accordance with the City of Kerrville's Subdivision Ordinance as a Rural Residential Subdivision.

This property is governed via a development agreement enacted in 2007(ordinance # 2007-23). The property is to be developed and zoned as an R1 district upon annexation. The development agreement requires that the property begin the annexation process upon the submittal for the first building permit located in the subdivision. The owner has submitted 2 permits for the construction of single family homes.

The development agreement states that the agreement itself should be considered the petition for annexation. Once the annexation process is complete, the development agreement establishes that the effective date of annexation be 180 days after the 2<sup>nd</sup> and final ordinance reading.

The following timeline will be followed to complete the annexation process:

May 27, 2014

First public hearing on the requested annexation by the City Council.  
(40 days after petition for annexation approved)

**June 5, 2014**

**Public hearing and action, from the Planning and Zoning Commission, for zoning.**

June 10, 2014

Second public hearing on the requested annexation by the City Council.  
(20 days prior to 1<sup>st</sup> ordinance reading)

July 8, 2014

First ordinance reading by the City Council.

July 22, 2014

Second and final ordinance reading by the City Council.

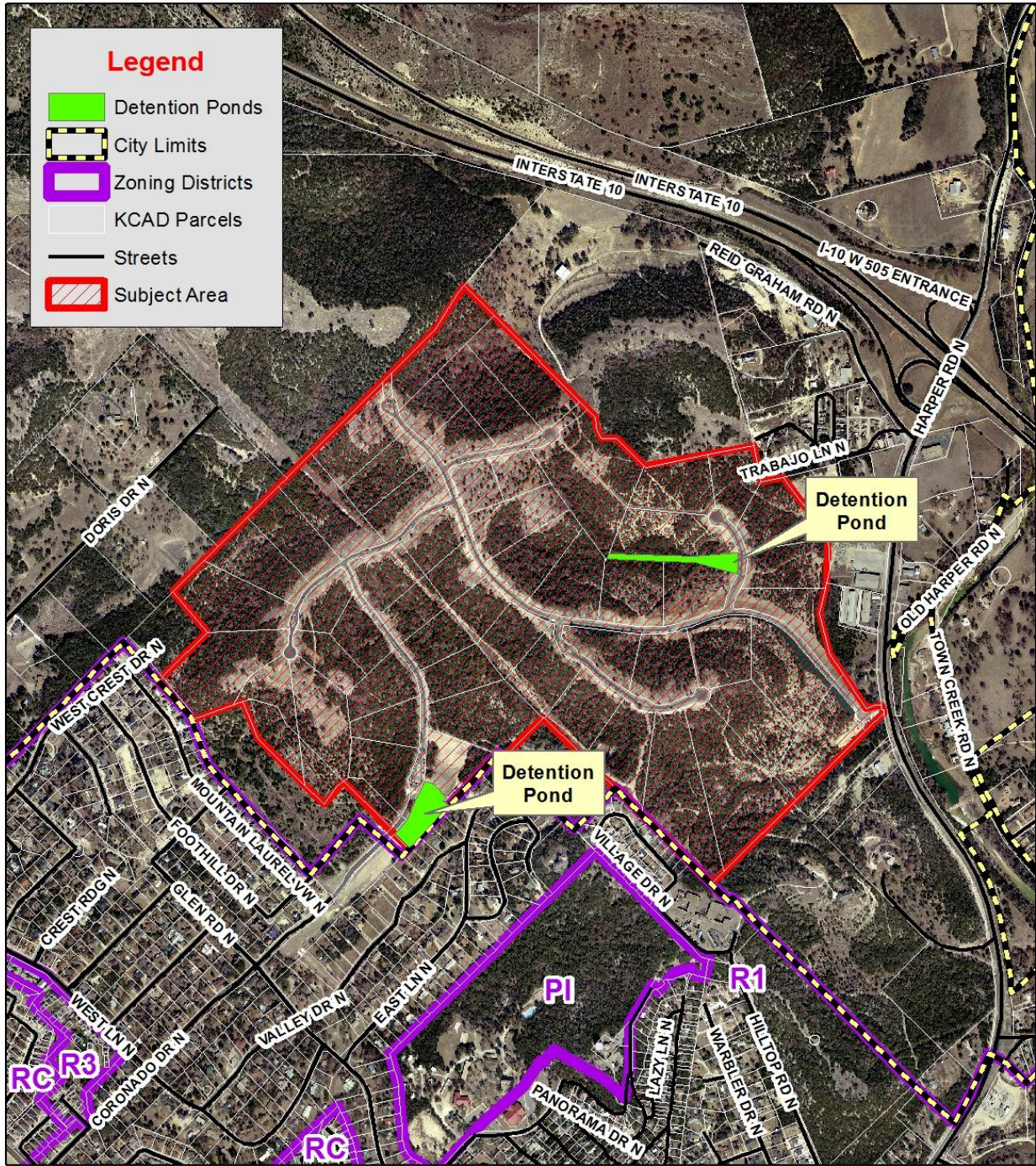
Based on the requirements found in the adopted development agreement, staff recommends approval of the annexation and the required zoning district of (R1) for The Heights of Kerrville subdivision.

At the time this packet was distributed 60 land owners within 200' were notified and 1 verbal protest was received.

### **RECOMMENDED ACTION**

1. Open the public hearing and receive comments.
2. Approve the annexation and zoning classification of (R1) Single-Family Residential District as presented.

# P&Z Case #2014-008    Annexation    Location Map

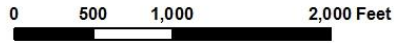


**Legend**

- Detention Ponds
- City Limits
- Zoning Districts
- KCAD Parcels
- Streets
- Subject Area



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only approximate relative locations.



1 inch = 1,000 feet



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

**AGENDA ITEM:** 4 **FOR AGENDA OF:** June 5, 2014

**DESCRIPTION:** Future agenda items

**APPLICANT(S):** City staff

**ATTACHMENT(S):**

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**June 19, 2014**

**Public Hearings & Action**

1. Comprehensive Plan Amendment – 411 Meadowview Lane
2. Residential Replat – Comanche Trace

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

**AGENDA ITEM:** 5 **FOR AGENDA OF:** June 5, 2014

**DESCRIPTION:** Adjournment

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