



**CITY OF KERRVILLE PLANNING & ZONING COMMISSION AGENDA**  
**REGULAR MEETING, THURSDAY, June 7, 2018 4:30 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**701 MAIN STREET, KERRVILLE, TEXAS**

**CALL TO ORDER**

**1. VISITORS/CITIZENS FORUM**

Any person with business not scheduled on the agenda is encouraged to briefly speak 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 on 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 17, 2018 meeting. **Pg. 3**

**3. PUBLIC HEARING, CONSIDERATION AND ACTION**

3A. **Public Hearing and Review of a Comprehensive Plan** – Public hearing and review, to include a recommendation, concerning the City's adoption of a comprehensive plan, known as "Kerrville 2050", for the long-range development of the City of Kerrville and its extraterritorial jurisdiction. The Comprehensive Plan contains provisions on land use, transportation, and public utilities, among other subjects, and will be used to coordinate and guide the establishment of the City's development regulations. (Ord. No. 2018-13, File No. 2018-020) **Pg. 4**

3B. **Public Hearing & Resolution** – Public hearing and consideration of resolution concerning a requested conditional use permit to add an apartment unit to the existing single family residential use on Lot 6, Block 6, Richards Addition, located at 1620 First Street. (File No. 2018-024) **Pg. 8**

**4. STAFF REPORT**

**5. ADJOURNMENT**

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: June 4, 2018 at 9:00 a.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Cheryl Brown

Deputy City Secretary, City of Kerrville, Texas



# City of Kerrville Planning Department Report

To: Planning & Zoning Commission  
Agenda Item: 2A Minutes May 17, 2018 Commission meeting  
Action: Approval, approval with specific changes  
Representative: Staff

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

**May 17, 2018**

**Members Present:**

Bob Waller, Chair  
Garrett Harmon, Vice-Chair  
Don Barnett, Commissioner  
Rustin Zuber, Commissioner  
Marty Lenard, Alternate, *sitting in for Michael Sigerman*

**Members Absent:**

Michael Sigerman, Commissioner  
David Jones, Alternate

**City Executive Staff Present:**

Drew Paxton, Executive Director of Development Services  
E.A. Hoppe, Deputy City Manager  
Stuart Barron, Director of Public Works  
Kyle Burow, Director of Engineering  
Mike Hayes, City Attorney  
Brian Hunt, Chief Building Official  
Dorothy Miller, Recording Secretary

**CALL TO ORDER:**

On May 17, 2018, Cmr. Waller called the Kerrville Planning and Zoning Commission regular meeting to order at 4:31 p.m. in the City Hall Council Chambers, 701 Main Street, Kerrville, Texas.

**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 Commissioner'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 to 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 minutes for the May 3, 2018 meeting.

Cmr. Harmon moved to approve the minutes as presented. Cmr. Lenard seconded, and the motion passed 5-0.

## **3. CONSIDERATION & ACTION**

3A. **Consideration and Action** – Consideration and recommendation concerning a request for a waiver for the installation of sanitary sewer for a proposed development known as Medina River Estates, 2601 Medina Highway, approximately 225 acres. (File No. 2018-036)

Mr. Paxton presented the facts and asked Commissioners to render a decision.

Cmr. Harmon moved to approve the the waiver based on the development agreement; motion was seconded by Cmr. Barnett and passed 5-0.

## **4. STAFF REPORT:**

Mr. Paxton stated there will be a Planning and Zoning meeting on June 7, 2018 for a public hearing regarding the Comprehensive Plan; a city council meeting on June 12, 2018 for a public hearing and first reading regarding the Comprehensive Plan; and a city council meeting on June 26, 2018 for the second reading of the comprehensive Plan. The June 26<sup>th</sup> meeting will be held at the Cailloux Theater. The steering committee will be meeting May 23, 2018 and May 30, 2018,

## **5. ADJOURNMENT**

The meeting was adjourned at 4:57 p.m.



# City of Kerrville Planning Department Report

To: Planning & Zoning Commission  
Agenda Item: 3A  
Action: Public Hearing, Consideration and Action  
Planning File #: 2018-020  
Representative: Staff

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## **Proposal**

An ordinance adopting “Kerrville 2050” as the comprehensive plan for the City of Kerrville, Texas; the plan is adopted pursuant to chapter 213 of the Texas local government code and will guide the growth and development of the city; defining the relationship of the plan to the city’s development regulations.

## **Kerrville 2050 Executive Summary**

Kerrville is a growing community, the home of Schreiner University, James Avery artisan jewelry, the Kerrville Municipal Airport, H-E-B, the Cailloux Center for the Performing Arts, and, of course, the scenic hills and the Guadalupe River. Both long-time residents and recent arrivals have chosen the character and small-town charm of the Hill Country over the chaos of big city life. If current high growth and migration rates continue, the Greater Kerrville area—Kerr County—will be home to nearly 70,000 people by 2050, with more than 45,000 of them living in what is present-day Kerrville and its two-mile extra-territorial jurisdiction (ETJ). Because of its geographical location, Kerrville has the potential to assume a role of newfound importance in the region. Foresight and a willingness to take on the task of planning for this type of growth is crucial. The Kerrville 2050 Comprehensive Plan is just such an effort.

This document details the process and results of the Kerrville 2050 comprehensive planning effort. It is the product of a community-driven initiative aimed at moving beyond simply updating previous comprehensive plans. The goal was to create a document with a new perspective, a new vision, and a new strategy for arriving there. Since the plan has a 30 year horizon, it will be important to conduct regular reviews to see that the plan maintains its relevance and to sustain the commitment of the community that participated so enthusiastically in its creation.

## **The Kerrville 2050 Comprehensive Planning Process**

Active citizen engagement in the project has been unprecedented, and public interest and participation has been extraordinarily high as compared to processes to develop similar plans in other communities. Many events were held throughout the process to gauge public opinion and solicit feedback on the direction of the plan. These events included an extensive Stakeholder Interview process, a Community Retreat, two sets of PAGE 8

Open Houses, numerous meetings of the Comprehensive Plan Steering Committee and Subcommittees, and frequent discussions with staff and other officials. Additionally, two online surveys were conducted, Facebook and Twitter were used to advise interested persons of news and upcoming events, a series of four newsletters was published and distributed in local print media, and the Kerrville 2050 website was developed to host information and updates throughout the entire process. One special feature of the project was the creation of a unique Kerrville 2050 brand, which included a logo and other branding elements. The planning process, the brand, and the website were all launched at the annual State of the City Address in November of 2017.

## **The Community Vision**

Ultimately, community leaders converged around key ideas and common themes expressed by the community during numerous public outreach opportunities. These ideas and themes were transformed into a shared vision of the future. The Vision Statement below, developed based on input from the Community Retreat and the work of the Comprehensive Plan Steering Committee, was approved in December 2017 and guided the course of the remainder of the effort:

*Kerrville will be a vibrant, welcoming and inclusive community that:*

*Respects and protects the natural environment that surrounds it;*

*Seeks to attract economic growth and development;*

*Provides opportunities for prosperity, personal enrichment and intellectual growth for people of all ages; and*

*Does so while preserving the small-town charm, heritage, arts and culture of the community.*

This statement is a direct reflection of the values and priorities of residents, workers, business owners, students, and community leaders. It encapsulates the city's energy and its willingness to embrace growth so long it occurs with an understanding, an appreciation and a goal of preserving Kerrville's history and small-town character.

## **Kerrville 2050 Plan Components**

The Community Retreat was the beginning of the community's coalescence around the idea of focusing future growth around existing community assets on infill sites and in limited fringe areas within the city's ETJ. The concept of Strategic Catalyst Areas, as they are termed, was the basis for the Future Land Use Plan.

Upon conclusion of the community outreach portion of the planning process, staff and committee members began to organize the plan, including the strategy for implementation, under a series of topics. These topics, listed below, provided the document with its structure and a framework for organizing the Guiding Principles and Action Items that would be required to achieve the vision.

- Land use
- Economic development
- Housing

- Community/neighborhood character and placemaking
- Mobility (transportation)
- Water, wastewater, and drainage
- Public facilities and services
- Parks, open space, and the Guadalupe River
- Downtown revitalization
- Implementation

The steps needed for progress in these domains are called Action Items. Each Action Item falls under one of the Guiding Principles, which reflect the community's stated needs and desires. In addition to its Guiding Principles and Action Items, the Kerrville 2050 Comprehensive Plan includes the following characteristics and components that distinguish it from previous plans and those of peer cities:

- A set of eleven Strategic Catalyst Areas that highlight key opportunities for growth between now and the year 2050
- Within those Strategic Catalyst Areas, a number of clearly-defined Future Investment/Reinvestment Sites, which are specific parcels where development/redevelopment has the greatest potential to occur
- A comprehensive list of twelve different Place Types—ranging from rural, agricultural-based land uses to those of a more urbanized downtown—and three special categories, that comprise the city proper and its ETJ
- The Future Land Use Plan, which provides a bird's-eye view of the use of land within the city limits and in the two-mile ETJ
- The Thoroughfare Plan, which determines the function and character of transportation rights-of-way and makes recommendations for maintaining, upgrading, or adding to the current system based on anticipated demands for transportation and travel modes throughout the community
- An original Economic Analysis, including demand for residential, retail, office, and industrial space and housing units, focusing on the larger Kerrville Trade Area and the portion of the trade area demand that could be captured within the city limits of Kerrville
- A context-sensitive street design approach, including accommodations for motor vehicles as well as features such as sidewalks, bike lanes, and trails to address the community's growing interest in non-vehicular travel options
- A historical overview, inventory of existing conditions, and economic analysis of Downtown that places the revitalization plan in context
- An overview of the parks, trail, and recreation system in Kerrville as it exists today, to include planned expansions

- A stated approach to public facilities that encourages context-sensitive architectural design, enhanced public safety, and cost-effective public services
- A discussion of best practices and principles for placemaking in existing, evolving, and future neighborhoods
- A plan for addressing water-related issues that will help Kerrville conserve this most important resource in the future and prepare for growth by planning for and improving its water supply, drainage, and wastewater systems
- An implementation plan for accomplishing all of these ambitious and innovative goals

## **Implementation**

The Subcommittees and the Steering Committee each played a crucial role in the development of the Implementation Strategy, drafting and refining the Guiding Principles and Action Items. As the plan blossoms into reality, implementation will be the key to its success.

The Kerrville 2050 plan will evolve alongside the city over the next three decades, with succeeding generations of citizens, policymakers, and community leaders reassessing it with a fresh perspective and an eye to changing conditions and community desires. The goal of this document is not to prescribe Kerrville's future, but to provide a means by which it can be framed, understood, and planned.

## **Attachments:**

Please visit [www.kerrville2050.com](http://www.kerrville2050.com) to review the Kerrville 2050 Comprehensive Plan documents. The website is active now and the final document should be posted on Monday, June 4<sup>th</sup>, 2018.



# City of Kerrville Planning Department Report

To: Planning & Zoning Commission  
Agenda Item: 3B  
Action: Public Hearing, Consideration and Action  
Planning File #: 2018-024  
Representative: Julie Klink  
Legal Description: Richards Park, Block 6, Lot 6

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## **Proposal**

A conditional use permit to allow the continued construction of a detached apartment unit.

Ms. Julie Klink began construction of an accessory building on the property with the original intent to use it as a hobby room. However, her family needs have recently changed, and she now intends to use the building as a secondary dwelling unit. The R-1 zoning lists apartments as a conditional use subject to City Council approval, with any conditions imposed by the resolution that grants the use.

The Planning and Zoning Commission previously tabled this item to allow Ms. Klink to visit with the Building Services Department to examine the ability for the building to meet all aspects of the building code.

Ms. Klink has met with the Building Official, Brian Hunt, regarding the future work required in order to meet the building code. Mr. Hunt is of the opinion that the structure, with some additional work, is capable of complying with the building code.

If approved, the project will also be required to go before the Zoning Board of Adjustment for a setback variance. The structure meets the required setbacks as an accessory building but does not meet the requirements for a residence/apartment.

## **Analysis**

### **Adjacent Zoning and Land Uses**

#### **Subject site**

**Current Zoning:** Single Family Residential District (R1)

**Current Land Uses:** Residential

**Direction:** South, East, West, and North

**Current Zoning:** Single Family Residential District (R1)

**Current Land Uses:** Residential

**Thoroughfare:** n/a



**Parking Information:** 2 spaces

**Access:** Current access is from First Street.

**Zoning Ordinance Review Criteria – Zoning Ordinance Art. 11-1-10 Section (a)(1)**

**1. Compatibility with stated purpose of the zoning district**

The R-1 zoning district is primarily for single family detached dwelling units with bed and breakfasts, schools, and a home with an apartment as conditional uses.

<b>LAND USES</b>	<b>R-1</b>
Agricultural - General	
Agricultural Service	
Bed and Breakfast	C
Building Construction, General	
Building Construction, Specialist	
Business Services I	
Business Services II	
Cocktail Lounge	
Detention Facilities	
Dwelling , Single Family, Detached	P
Manufactured Home or Manufactured Housing	
Dwelling, Multiple Family	
Dwelling, Single Family with apartment	C
Dwelling, RC District Uses (with plat)	
Education, Secondary and College	
Education, Primary	C
Equipment Sales/Repair/Storage (Heavy)	
Fuel Sales	
Funeral Services	
Institutional and Public Use Facilities	
Life Care Development	
Manufacturing, Custom	
Manufacturing and Industrial, Heavy	
Manufacturing and Industrial, Limited	
Manufactured Housing Sales	
Personal Services I	
Personal Services II	
Personal Services-Limited	
Professional Offices	
Restaurant, General	
Restaurant, Limited	
Retail Trade – I	
Retail Trade – II	
Retail Trade – III	
Retail Trade – Limited	

Tourist/Visitor & Recreation Service	
Transportation Terminal (Bus/Aviation)	
Vehicle Maintenance and Repair	
Vehicle Sales/Service-Used	
Vehicle Sales/Services – New	
Warehousing & Distribution	

**2. Compatible with surrounding uses:**

The requested conditional use permit does not appear to pose any significant impact on the surrounding properties. The public hearing will give the Commission and Council the opportunity to further gauge potential impact.

**3. Vehicle and pedestrian safety:**

The proposed conditional use will not increase traffic more than traffic already generated by existing uses, nor alter traffic patterns.

A public sidewalk would be triggered with the building permit. However, the applicant intends to request a waiver from this requirement due to the current lack of sidewalk connections in the immediate area. This request will be presented to the City Council as a part of the Conditional Use permit consideration.

**4. Limit drainage and erosion impacts:**

The structure is already in place; therefore, there should be no additional impacts.

**5. Nuisance prevention:**

Staff has found no indication of likely adverse effects on the public health, safety, or welfare.

**6. Preservation of significant terrain features:**

No physical changes to the site terrain are proposed.

**7. Other Considerations**

While the current R-1 zoning provisions do not contain any apartment regulations, the City’s R-1A zoning provisions do list them. These could act as a guide for Commission and City Council consideration:

- (i) **Area of Apartment:** The apartment may not be larger than one-half the floor area of the house without the apartment, excluding the area of any attached garage or carport;
- (ii) **Off-Street Parking:** The property must not have fewer than three off-street parking spaces, only two of which may be located within the front yard area of the lot; provided, however, a lot which is greater than seventy (70) feet wide may have three off-street parking spaces in the front yard area; and

- (iii) **Setback Requirements:** Any additions to the existing structure(s) must meet the required setback regulations in that zoning district *unless a setback variance is duly granted.*

### **Procedural Requirements**

This public hearing date was published in the Kerrville Daily Times, the FY2018 City of Kerrville official newspaper of general circulation. Additionally, notice of this meeting was posted at city hall and on the city's internet website in accordance with Section 551.043(a) of the Texas Government Code.

### **Staff Recommendation:**

Approval with restrictions as included in the R-1A zoning regulations for apartments in the single family district.

### **Attachments:**

Exhibit A Site survey

Exhibit B Photos



Exhibit B Photos

