

**MINUTES OF MEETING OF THE
PLANNING & ZONING COMMISSION OF THE CITY OF LAMPASAS
CITY COUNCIL CHAMBERS
302 E THIRD STREET
THURSDAY SEPTEMBER 3, 2020
6:00 P.M.**

The Planning and Zoning Commission of the City of Lampasas met in regular session on the above date with Commission Chairman Jackson presiding:

P&Z Members Present:

Reese Vann
Bob McCauley
Dorothy Person
Marissa Canales
James Skinner

City Staff Present:

Becky Sims, Assistant City Secretary/Zoning Administrator
Frank Ellett, Building Official
Rickie Roy-Assistant City Manager

P & Z Members Absent

Jackie Baltrun

REGULAR SESSION

- I.** Call to order- *Chairman Jackson called the meeting to order at 6:02 p.m.*
- II.** Announcements –N/A
- III.** Discussion and possible action regarding approval of the minutes dated July 2, 2020. *Commission member McCauley motioned to approve the minutes, Commission member Person seconded the motion and with a unanimous vote the motion carried. (Baltrun Absent)*
- IV.** Discussion regarding amending zoning regulations regarding permanent cosmetics. *Becky Sims, Zoning Administrator advised the Commission that in anticipation of more requests for permanent cosmetic tattooing services being offered in salons we will be looking at adding these types of services to the Zoning Regulations. The Texas Health and Human Services application for cosmetic tattooing requires operators to obtain documentation from Municipalities or Counties that the proposed location is in compliance with the local Zoning Regulations.*

PUBLIC HEARING

- V.** Public hearing to receive citizen comments regarding approval, denial, or approval with modification(s) for a Manufactured Home Overlay “MHO” to an existing Single Family-6 “SF-6” Zoning District. The property is described as Lots 9-11, Block 24, 0.2380 acres of the G.C. & SF Addition; commonly known as 1306 E Avenue H, Lampasas, Texas, Lampasas County.

Chairman Jackson opened the Public Hearing for citizen comments.

Becky Sims, Zoning Administrator advised of the following

- *Efren and Rachael Cisneros are asking the Commission to consider approval, denial, or approval with modification(s) to a Manufactured Home Overlay “MHO” to an existing Single Family-6 “SF-6” Zoning District.*
- *The property is commonly known as 1306 E Avenue H*
- *There was a structure on it previously that has since been removed.*

- Twenty (20) notices were sent to property owners within a 200 ft radius, one notice was returned opposing the request. The property owner felt the “MHO” would decrease his property value and that the property owner had not taken care of their fence.
- Advised that the Cisneros’ were in attendance if the Commission had any questions.

Commission member Canales questioned flooding in that area. She had done some research and felt that although the parcel did not show in the current flood map provided by FEMA there was still potential flooding to the area. She did not feel comfortable approving a temporary structure at that location.

Becky Sims, Zoning Administrator advised that the structure would be secure. The Cisneros’ advised that they are willing to put a slab foundation as opposed to an improved surface as required. Mrs. Sims’ also advised of the following items that were included in the packet that would be regulated during the permitting and building process:

- All parking surfaces and driveways shall be an approved all-weather surface.
- Axles and tongues shall be removed, such that the manufactured housing unit becomes permanently placed upon the site.
- Skirting shall totally enclose under portions of the unit, including all required anchors, footings, and piers. All required skirting shall be masonry or factory designed material (or other material approved by the Building Official, but not corrugated metal), and shall be of a color similar to the materials used in the construction of the manufactured/mobile home unit such that it blends with the overall appearance of the unit.
- To insure against natural hazards such as tornados, high winds and electrical storms, anchorage to an approved, permanent foundation shall be provided for each manufactured/mobile home in accordance with local and Building Code requirements.

With no additional comments the Public Hearing was closed

REGULAR SESSION

- VI.** Discussion and possible action regarding approval, denial, or approval with modification(s) for a Manufactured Home Overlay “MHO” to an existing Single Family-6 “SF-6” Zoning District. The property is described as Lots 9-11, Block 24, 0.2380 acres of the G.C. & SF Addition; commonly known as 1306 E Avenue H, Lampasas, Texas, Lampasas County.

Commission member McCauley motioned to approve the Manufactured Home Overlay “MHO”; Commission member Person seconded the motion; with Skinner and Jackson in favor and Vann and Canales in opposition the motion carried to recommend approval to City Council. (Baltrun Absent)

PUBLIC HEARING

- VII.** Public hearing to receive citizen comments to consider approval, denial, or approval with modification a request for a Specific Use Permit in an area zoned Commercial “C” to allow for Two-Family Residential (Duplexes) “SF-2”. The property is described as Block 3, Part of Lot 3, Lots 4-7, East Lampasas Addition; portion of Mill Street between College and Briggs Street.

Chairman Jackson opened the Public Hearing

Becky Sims, Zoning Administrator advised of the following

- Mr. Ankarberg is asking the Commission to consider approving a Specific Use Permit in an area zoned Commercial to allow for Two-Family Residential (Duplexes)

- *The area surrounding the property is zoned Commercial, Retail and Single Family Residential*
- *The proposed lots meet the 10,000 square foot lot requirements*
- *Staff mailed fifteen (15) notices to property owners, 3 letters were returned in favor, none in protest.*

With no comments, the Public Hearing was closed

REGULAR SESSION

- VIII.** Discussion and possible action regarding approval, denial, or approval with modification a request for a Specific Use Permit in an area zoned Commercial “C” to allow for Two-Family Residential (Duplexes) “SF-2”. The property is described as Block 3, Part of Lot 3, Lots 4-7, East Lampasas Addition; portion of Mill Street between College and Briggs Street.

Commission member Skinner motioned to approve the request for a Specific Use Permit to allow for Two-Family Residential (Duplexes), Commission member Vann seconded the motion and with a unanimous vote the motion carried (Baltrun Absent)

PUBLIC HEARING

- IX.** Public hearing to receive citizen comments to consider approval, denial or approval with modifications a request for a Specific Use Permit in an area zoned Commercial “C” to allow for Micro-Blading (Cosmetic Tattooing) Services. The property is described as Block 2, Lot 8, East Lampasas Addition; commonly known as 1002 E 4th Street, Lampasas, Texas, Lampasas County

Chairman Jackson opened the Public Hearing.

Becky Sims, Zoning Administrator advised of the following:

- *The property owner, Jack Harrell and applicant, Kelsey Estep is asking the Commission to consider granting a request for a Specific Use Permit to allow for Micro-Blading (Cosmetic Tattooing) inside The Fixx Salon; located at 1002 E. 4th Street, Lampasas, Texas.*
- *City of Lampasas Zoning Regulations do not define cosmetic tattooing and tattoo Studio’s require a Specific Use Permit in Commercial Zoning Districts.*
- *Micro-blading is a form of semi-permanent tattooing that involves using tiny, fine-point needles (instead of a tattoo gun) that make up a small disposable blade and handle that helps scratch and deposit pigment simultaneously under your skin.*
- *Staff mailed fourteen (14) notices to property owners within 200 feet of property; 3 letters in favor of the request were returned and one in protest as they do not approve of any type of tattoo as it is self-mutilation.*

With no comments, the Public Hearing was closed

REGULAR SESSION

- X.** Discussion and possible action to consider approval, denial or approval with modifications a request for a Specific Use Permit in an area zoned Commercial “C” to allow for Micro-Blading (Cosmetic Tattooing) Services. The property is described as Block 2, Lot 8, East Lampasas Addition; commonly known as 1002 E 4th Street, Lampasas, Texas, Lampasas County

Commission member Person motioned to approve the request for a Specific Use Permit to allow for Micro-Blading (Cosmetic Tattooing) Services, Commission member Canales seconded the motion and with Commission member McCauley opposing the request, and Commission members Skinner, Vann and Jackson in favor of the request the motion carried. (Baltrun Absent)

PUBLIC HEARING

- XI.** Public hearing to receive citizen comments regarding a request to consider approval, denial, or approval with modification(s) of a Minor Plat of Portwood described as 3.01 acres out of the John Burleson Survey. Abstract No. 42, City and County of Lampasas, Texas; generally located at 1316 Central Texas Expressway.

Chairman Jackson opened the public hearing

Becky Sims, Zoning Administrator advised the Commission that Mr. Abel is asking the Commission to approve a Minor Plat of Portwood. The parcel is 3.01 acres. Sam Walker, Eckermann Engineering is in attendance on behalf of Mr. Abel should the Commission have any questions.

The Commission has concerns regarding the drainage. Mr. Walker presented the Commission with a conceptual site plan with the contours. A low water crossing is planned near the eastern property line that will serve as detention if necessary.

With no further comments or discussion, the Public Hearing was closed.

REGULAR SESSION

- XII.** Discussion and possible action to consider approval, denial, or approval with modification(s) of a Minor Plat of Portwood described as 3.01 acres out of the John Burleson Survey. Abstract No. 42, City and County of Lampasas, Texas; generally located at 1316 Central Texas Expressway.

Commission member McCauley motioned to approve the Minor Plat of Portwood, Commission member Canales seconded the motion and with a unanimous vote the motion carried. (Baltrun Absent)

- XIII.** Adjourn- *the meeting was adjourned at 6:30 p.m.*

PASSED AND APPROVED THIS _____ day of _____, 2020

Jeff Jackson, Chairman

ATTEST:

Becky Sims, Assistant City Secretary/Zoning Administrator