

**MINUTES OF MEETING OF THE
PLANNING & ZONING COMMISSION OF THE CITY OF LAMPASAS
CITY COUNCIL CHAMBERS
405 SOUTH MAIN STREET
THURSDAY NOVEMBER 7, 2019
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
Jackie Baltrun (left at 6:45pm)
James Skinner
Henry Fiur

City Staff Present:

Becky Sims, Assistant City Secretary/Zoning Administrator
Finley deGraffenried, City Manager
Frank Ellett, Building Official

P&Z Members Absent:

Marisa Canales

REGULAR SESSION

- I. Call to order-** *Chairman Jackson called the meeting to order at 6:00 p.m.*
- II. Announcements** – *Becky Sims, Zoning Administrator advised the commission that at the September 5, 2019 meeting Mr. Gary Cox mentioned that he would provide details regarding the Land Use House Bills that took effect recently at the next Planning and Zoning meeting. Mrs. Sims advised that information will be presented at the next Planning & Zoning meeting and apologized that they were not prepared for this meeting.*
- III. Discussion and possible action regarding approval of the minutes dated September 5, 2019-** *Board member Baltrun requested a modification to the public hearing notes regarding Aguirre’s Specific Use Permit request otherwise motioned to approve the minutes, board member Fiur seconded the motion and with a unanimous vote the motion carried. Mrs. Sims advised would have minutes updated and present for signature at the next meeting.*
- IV. Discussion and progress updates related to the Comprehensive Plan-** *Mrs. Sims provided the following updates:*

Initial Kick-Off Meetings

- *June 19, 20, 2019*
 - *Mobility*
 - *Historic*
 - *Homeowners/Neighborhoods*
 - *Economic Development/Businesses*
 - *Quality of Life*

August 28, 2019 Stakeholders Meeting

- *Large Employers*
- *Family/Neighborhood*
- *CPAC*
 - *Chapter 1 Review*

August 29, 2019 Open House

- *Visual Boards*
- *Community Interaction*

September 18, 2019- Deadline

- *Online Surveys*
 - *745 total responses*

October 22, 2019

- *CPAC, Planning & Zoning and City Council Joint Meeting*
 - *Maps & Markers Exercise*
 - *Paths & Destinations*
 - *Future Growth*
 - *Land Use*
 - *Mobility*
- *Vision & Goals Exercise*

Chapter 2- Review

- V. Discussion regarding new development on Pecan Street-** *Finley deGraffenried, City Manager provided the Commission with a power point presentation regarding a potential new development on Pecan Street. The proposed development is a mixed use of multi-family and retail. The six story development will require some zoning amendments. Mr. deGraffenried advised that it is in the early stages of planning and nothing has been finalized; however he wanted to bring it before the Commission to keep them abreast of the development and to allow any comments and or feedback on the proposed development.*

The Commission was open to the development. The following items were discussed:

- *It is comparable to the Domain in Austin. (similar concept)*
- *History of area/flooding*
- *Railroad dikes*
- *Possible Rezone (something that would fit the development and allow more flexibility/options)*
- *Zoning amendments for development with regards to height of structure*
- *Parking*
- *Sidewalks*

- VI. Discussion and possible action regarding board applicants** – *The Commission reviewed the two applicants and recommended the appointment of Danielle Shepard to fill the vacancy left by Jimmie Allison. The Commission also recommended to re-appoint Jeff Jackson and Marisa Canales.*

- VII. Discussion and possible action regarding appointment of Chair and Co-Chair** – *There was no action taken, the Commission wanted to wait until all the board members were present.*

PUBLIC HEARING

- VIII. Public Hearing to receive citizen input regarding a request to consider approval, denial, or approval with modification(s) a Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1 & 2 of the LSC 1st Addition; commonly known as 206 S. Walnut, Lampasas Texas.**

Chair Jackson opened up the Public Hearing for discussion. Becky Sims, Zoning Administrator advised of the following:

*The property owner is requesting a Specific Use Permit (SUP) to allow for **Offices, General Business and Professional** use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1 & 2 of the LSC 1st Addition; in an area zoned Two-Family Residential District Duplex “2F. This structure has been used in this capacity previously.*

Offices, professional, and general business-a room or group of rooms used for the provision of executive, management and/ or administrative services. Typical uses include administrative offices and services including real estate, insurance, property management, investment, personnel, travel, secretarial services, telephone answering, and business offices of public utilities, organizations and associations, but excluding medical offices.

Board member Fiur questioned why no medical offices, Mrs. Sims advised that it is how it is defined in the Zoning Regulations. Mr. Esparza is considering leasing the space to an attorney; however nothing has been finalized. The Commission questioned parking; Mrs. Sims advised that once the tenant has been decided upon the parking will be a consideration. Based on a professional office it would only require 1-2 spaces; which Mr. Esparza will accommodate.

All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed twenty five (25) notices to property owners within 200 feet of the applicant's property. As of the date of this report one (1) letter has been returned in favor of the request and none in opposition. One additional letter was returned and it is in favor of the request.

With no further discussion Chair Jackson closed the public hearing.

REGULAR SESSION

- IX. Discussion and possible action regarding request to consider approval, denial, or approval with modification(s)) a Specific Use Permit to allow for Offices, General Business and Professional use of existing 2-story accessory structure located towards the rear of property near alley of Block 17, Lots 1 & 2 of the LSC 1st Addition; commonly known as 206 S. Walnut, Lampasas Texas.**

Commission member Baltrun motioned to recommend approval of the Specific Use Permit, Vann seconded the motion and with a unanimous vote the motion carried (Canales Absent)

- X. Discussion and possible action regarding approval, denial, or approval with modification(s) the Preliminary Plat of Hidden Oaks, 4.00 acres out of the C.K. Reese Survey, Abstract No. 581, A subdivision in the City Extraterritorial (ETJ) and County of Lampasas, Texas.**

Becky Sims, Zoning Administrator advised of the following:

Brister Construction, LLC. (David and Jan Brister), is asking the Commission to consider approval of the Preliminary Plat of Hidden Oaks. The proposed development is 4.00 acres and they plan on building 12 homes. The developer does intend on the 4.00 acres being annexed into the City Limits. The 4.00 acres is located across from Diamond Ridge Subdivision. The building lot lines and street width meet the subdivision regulations. The cul-de-sac radius is adequate for fire protection. The subdivision will require curb and gutter.

Commission member Vann motioned to approve the Preliminary Plat, Fiur seconded the motion and with a unanimous vote the motion carried (Canales Absent)

- XI. Adjourned-** *The meeting was adjourned at 6:55 p.m.*

PASSED AND APPROVED THIS _____ day of _____, 2019

Jeff Jackson, Chairman

ATTEST:

Becky Sims, Assistant City Secretary