

**MINUTES OF MEETING OF THE
PLANNING & ZONING COMMISSION OF THE CITY OF LAMPASAS
CITY COUNCIL CHAMBERS
405 SOUTH MAIN STREET
THURSDAY SEPTEMBER 5, 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:

Marisa Canales
James Skinner
Henry Fiur
Jackie Baltrun
Jimmie Allison
Reese Vann

City Staff Present:

Gary Cox, Assistant City Manager
Frank Ellett, Building Official
Becky Sims, Assistant City Secretary

P&Z Members Absent:

N/A

REGULAR SESSION

- I. Call to order-** *Chairman Jackson called the meeting to order at 6:00 p.m.*
- II. Announcements** –*Gary Cox, Assistant City Manager advised on New Land Use Laws that went into effect September 1, 2019; specifically plat approval and annexation. Mr. Cox advised he will provide an overview at the next meeting.*
- III. Discussion and possible action regarding approval of the minutes dated August 1, 2019**
Commission member Fiur motioned to approve the minutes as presented, Commission member Skinner seconded the motion, and with a unanimous vote, the motion carried.

PUBLIC HEARING

- IV. Public Hearing to receive citizen input regarding a request to consider approval, denial, or approval with modification(s) the Pecan Street Final Replat of a part of the East ½ of Block 25, Old Town of Lampasas, Texas as recorded in Cabinet 1, Slide 33, Plat records of Lampasas County, commonly known as 802 S Pecan.**

Chair Jackson opened up the Public Hearing to get citizens comments. Becky Sims, Assistant City Secretary advised of the following:

- *Ron Farr is requesting final approval to replat the .50 acres into 3 lots.*
- *The lots will meet the Single Family Residential-8 “SF-8” Zoning Regulations based on the variances approved August 20, 2019 through the Zoning Board of Adjustment.*
- *SF-8 is an allowed use in Two-Family Residential District (Duplex)*
- *Staff mailed eighteen (18) notices to property owners within 200 feet of the applicant’s property. As of the date of this report no letters have been received approving or protesting the request.*

There were no citizen comments; Chair Jackson closed the Public Hearing

REGULAR SESSION

- V. Discussion and possible action regarding request to consider approval, denial, or approval with modification(s)) the Pecan Street Final Replat of a part of the East ½ of Block 25, Old Town of Lampasas, Texas as recorded in Cabinet 1, Slide 33, Plat records of Lampasas County, commonly known as 802 S Pecan.**

Commission member Fiur motioned to approve replat, Commission member Allison seconded the motion and with a unanimous vote the motion carried.

PUBLIC HEARING

- VI. Public Hearing to receive citizen input regarding a request to consider approval of a Specific Use Permit “SUP” for an accessory dwelling for property described as Lots 7-8, Block 55 LSC 1st Addition, Single Family Residential-10 “SF-10” Zoning District, located at 505 W. Avenue A, Lampasas, Texas.**

Chair Jackson opened up the Public Hearing. Becky Sims, Assistant City Secretary advised of the following:

- Margarito Aguirre is asking the Commission to approve a request for a Specific Use Permit for an accessory dwelling.
- They have added on to their home to accommodate a separate living area for a family member. The scope of his initial project has been modified.
- Upon inspection it was found that Mr. Aguirre would like to add a kitchen to the new addition.
- 35 letters were sent to property owners within a 200 foot radius; of those, 6 letters were returned in favor of the request.

Mr Aguirre was present at the meeting to answer any questions.

Frank Ellett, Building Official advised the Commission of the following:

- The addition would need a one hour fire rated wall to ensure safety with the stove in place
- He recommends the stove be removed to ensure compliance with fire code

With no further discussion Chair Jackson closed the Public Hearing

REGULAR SESSION

VII. Discussion and possible action regarding a request to consider approval of a Specific Use Permit “SUP” for an accessory dwelling for property described as Lots 7-8, Block 55 LSC 1st Addition, Single Family Residential-10 “SF-10” Zoning District, located at 505 W. Avenue A, Lampasas, Texas.

Commission member Allison motioned to deny the request for the specific use permit, Commission member Fiur seconded the request and with a unanimous vote the motion was approved. The request for a Specific Use Permit was denied.

PUBLIC HEARING

VIII. Public Hearing to receive citizen input regarding a request to consider approval, denial, or approval with modification(s) of Brodie Estates Final Replat of lots 2, 3 & 4 in Lampasas Texas, Lampasas County.

Chair Jackson opened the Public Hearing. Becky Sims, Assistant City Secretary advised of the following:

- Mr. Stephen McDonald, S2M2, Inc. is asking the Commission to consider approval of the Final Plat of Brodie Estates.
- The proposed development is 6.70 acres and they plan on building 22 homes. The lots meet the zoning requirements for Single Family Residential- 6 “SF-6”
- Staff mailed thirty seven (37) certified letters to property owners within a 200 foot radius. As of the date of this report 2 letters have been returned in favor of the request.

Commission member Allison questioned the drainage; Staff advised that drainage plans were reviewed and approved. The engineering calculations do not reflect an impact to neighbor’s property. It actually shows a 5% improvement. However the City has asked for alternative drainage plans for a phased project to help channel the flow of water to the creek. The first step is to build a detention pond at the entrance of the new subdivision on Brown Street. This item will be discussed in detail at Monday’s Council meeting.

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) of the Brodie Estates Final Replat of lots 2, 3 & 4 in Lampasas Texas, Lampasas County.

Commission member Vann motioned to approve the replat, the motion was seconded by Commission member Baltrun and with a unanimous vote the motion carried.

PUBLIC HEARING

X. Public Hearing to receive citizen input regarding an Ordinance of the City Council of Lampasas, Texas, amending Chapter 22, Article V, Section 22-321 (a) (3) of the Code of Ordinance of the City of Lampasas, Texas related to temporary permits for “Mobile Food Vendor Units”

Chair Jackson opened the Public Hearing. Becky Sims, Assistant City Secretary advised that Staff is requesting to amend the 14 consecutive days to allow more flexibility with the vendor. The recommendation is to allow the vendor to use the 14 days to meet their business needs. Staff would require a calendar to outline when the 14 days would be used; however if the vendor needed to modify Staff would be willing to accommodate.

Chair Jackson inquired about putting a 3 month time limit on the 14 day usage. Staff advised it is recommended that we use a year timeline as food trucks are typically seasonal and this would be more beneficial.

With no further discussion Chair Jackson closed the Public Hearing

REGULAR SESSION

XI. Discussion and possible action regarding an Ordinance of the City Council of Lampasas, Texas, amending Chapter 22, Article V, Section 22-321 (a) (3) of the Code of Ordinance of the City of Lampasas, Texas related to temporary permits for “Mobile Food Vendor Units”

Commission member Allison motioned to approve the amendment to the Ordinance, Commission member Baltrun seconded the motion, and with a unanimous vote the motion carried.

XII. Adjourn- *The meeting was adjourned at 6:45p.m.*

PASSED AND APPROVED THIS _____ day of _____, 2019

Jeff Jackson, Chairman

ATTEST:

Becky Sims, Assistant City Secretary