

**NOTICE OF REGULAR MEETING OF THE  
PLANNING & ZONING COMMISSION OF THE CITY OF LAMPASAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
THURSDAY, MARCH 2, 2023  
6:00 P.M.**

Notice is hereby given that a regular meeting of the Planning and Zoning Commission of the City of Lampasas, Texas will be held at 6:00 p.m. on Thursday, March 2, 2023 in the Calvert Municipal Building City Council Chambers, 302 E Third Street, Lampasas, Texas.

**REGULAR SESSION**

- I. Call to order
- II. Discussion and possible action regarding approval of the minutes dated February 2, 2023

**PUBLIC HEARING**

- III. Public hearing to receive citizen comments to consider a request for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.

**REGULAR SESSION**

- IV. Discussion and possible action to consider a request for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.
- V. Discussion regarding General Planning and Zoning Inquiries, possible Zoning Amendments to be considered at future meetings and any updates to Residential and Commercial Developments.
- VI. Adjourn

I, Becky Sims, City Secretary/Zoning Administrator of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 24 day of February 2023 at 4:00pm

Becky Sims  
Becky Sims, City Secretary/Zoning Administrator

NOTICE OF PUBLIC HEARINGS

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HEARING DATES/TIMES:

**PLANNING AND ZONING COMMISSION: March 2, 2023-6:00 p.m.**

**CITY COUNCIL: March 13, 2023-6:00 p.m.**

**HEARING(S) LOCATION: CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 EAST THIRD STREET, LAMPASAS, TEXAS**

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The Planning and Zoning Commission of the City of Lampasas, Texas will hold a public hearing to receive comments on the following item:

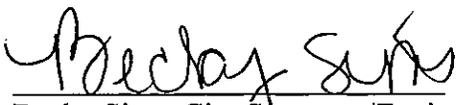
*To consider a request for a Specific Use Permit in an area zoned Retail "R" to allow for a Tire Shop at property described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.*

The purpose of the public hearing noted herein is to allow members of the public to voice their views to the Planning and Zoning Commission. The first public hearing will be held on **Thursday, March 2, 2023 at 6:00 p.m.** in the Calvert Municipal Building, City Council Chambers located at 302 East Third Street, Lampasas, Texas, before a recommendation is made to the City Council.

The City Council will hold a public hearing on **Monday, March 13, 2023 at 6:00 p.m.** in the Calvert Municipal Building, City Council Chambers located at 302 East Third Street, Lampasas, Texas 76550.

All persons interested in the above referenced item and potential actions are invited to attend the public hearings and to provide their comments at the times and places referenced above. Comments may also be submitted *in writing* to the City Secretary's office, no later than 12 Noon on the date of either public hearing referenced in this public notice, at the following address: 312 East Third Street, Lampasas, Texas 76550. For additional information, please contact Becky Sims, City Secretary at (512) 556-6831 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. In compliance with the American with Disabilities Act, the City of Lampasas will provide reasonable accommodations for persons attending public meetings. To better serve you, requests should be received 48 hours prior to the meeting.

*I, **Becky Sims**, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Public Hearing was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 24<sup>th</sup> day of February 2023 at 4:15 pm.*



Becky Sims, City Secretary/Zoning Administrator

**MINUTES OF MEETING OF THE  
PLANNING & ZONING COMMISSION OF THE CITY OF LAMPASAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
THURSDAY, FEBRUARY 2, 2023  
6:00 P.M.**

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

**P&Z Members Present:**

Danielle Shepard  
Michael Sibberson  
Marisa Canales  
James Skinner  
Zach Taylor

**City Staff Present:**

Becky Sims, City Secretary/Zoning Administrator  
Lupe Charping, Admin Secretary/Permit Tech

**P&Z Members Absent**

Bob McCauley

**REGULAR SESSION**

I. Call to order.

*Chair Person called the meeting to order at 6:00 p.m.*

II. Discussion and possible action regarding approval of the minutes dated January 5, 2023.

*Commission member Skinner moved to approve the minutes as presented, the motion was seconded by Commission member Canales and with a unanimous vote, the motion carried (McCauley absent)*

**PUBLIC HEARING**

III. Public hearing to receive citizen comments to consider a Preliminary Plat for The Estates of Gibson Branch Phase One, 187.36 acres, a subdivision within the Extra-Territorial Jurisdiction (ETJ) of the City of Lampasas, Lampasas County, Texas.

*Chair Person opened the public hearing*

*Becky Sims, Zoning Administrator advised of the following:*

- *The property is described as being 187.36 acres*
- *Mr. Charlie Brown is asking for the Planning Commission and City Council consideration in approving the Preliminary and Final Plat of Gibson Branch.*
- *The City of Lampasas has Plat approval authority for those subdivisions located within the ETJ, per the 1445 agreement with Lampasas County. The intent is to alleviate the developer from having to go through more than one entity for the plat approval process.*
- *In the fall of 2021 Mr. Charlie Brown began working with the County & City regarding the development.*
- *The developers have consulted with an attorney to create Bylaws, Covenants and Aviation and Clearance Easement documents.*
- *The developers worked with Commissioner Rainwater regarding Lampasas County Subdivision Regulations, Steve Hamrick, TxDOT regarding a deceleration lane on 281 and with the City regarding Plat requirements.*

- *In April 2022 the Preliminary Plat was approved by the Planning Commission and City Council. The preliminary plat approval expired in October 2022.*
- *Since that time the developers have been working with Maples & Associates and Goodson Surveyors to finalize Civil Plans for the subdivision.*
- *In October 2022 Joe England, County Engineer, Judge Hoyer and Commissioner Rainwater agreed to the subdivision being designed and constructed to the City of Lampasas Subdivision and Construction Detail Specifications.*
- *Mr. Kriegel delivered the Civil Plans to City Staff in January 2023.*
- *Roadways will not be adopted or maintained by the City of Lampasas or Lampasas County*
- *The maintenance of the subdivision will be the responsibility of the HOA*
- *Outside jurisdiction for City Zoning Regulations.*
- *Utility Services- Hamilton Electric, OSSF & CORIX Water*

*With no additional questions Chair Person closed the public hearing at 6:06 p.m.*

<b>REGULAR SESSION</b>
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- IV. Discussion and possible action to consider a Preliminary Plat for The Estates of Gibson Branch Phase One, 187.36 acres, a subdivision within the Extra-Territorial Jurisdiction (ETJ) of the City of Lampasas, Lampasas County, Texas.

*Commission member Shepard moved to approve the Preliminary Plat for The Estates of Gibson Branch Phase One, 187.36 acres, a subdivision within the Extra-Territorial Jurisdiction (ETJ) of the City of Lampasas, Lampasas County, Texas, the motion was seconded by Commission member Canales and with a unanimous vote, the motion carried. (McCauley absent)*

<b>PUBLIC HEARING</b>
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- V. Public hearing to receive citizen comments to consider the Final Plat for The Estates of Gibson Branch Phase One, 187.36 acres, a subdivision within the Extra-Territorial Jurisdiction (ETJ) of the City of Lampasas, Lampasas County, Texas.

*Chair Person opened the Public Hearing to address any additional comments from the Preliminary Plat Public Hearing.*

*With no additional comments, the Public Hearing for the Final Plat was closed at 6:08 pm.*

<b>REGULAR SESSION</b>
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- VI. Discussion and possible action to consider the Final Plat for The Estates of Gibson Branch Phase One, 187.36 acres, a subdivision within the Extra-Territorial Jurisdiction (ETJ) of the City of Lampasas, Lampasas County, Texas.

*Commission member Canales moved to approve the Final Plat for The Estates of Gibson Branch Phase One, 187.36 acres, a subdivision within the Extra-Territorial Jurisdiction (ETJ) of the City of Lampasas, Lampasas County, Texas, the motion was seconded by Commission member Sibberson and with a unanimous vote, the motion carried. (McCauley absent)*

VII. Discussion regarding General Planning and Zoning Inquiries, possible Zoning Amendments to be considered at future meetings and any updates to Residential and Commercial Developments.

Commercial Development

- Renovation underway at 1009 E 4<sup>th</sup> Street. (new store front/floor plan)
- Starbucks- Anticipated opening date February 20, 2023
- Santa Fe Depot- 2<sup>nd</sup>/Liveoak- Metal Building/Shell
- Renovation continuing at the previous Rutlands building

Residential Development

- No new updates on subdivisions since the last meeting
- # of roof permits issued since January 1, 2023= 104 (November Hail Storm)
- New residential permits since September 2022 to present= 15
- Residential Substandard Project- 40 properties identified.

VIII. Adjourn-

*Commission member Skinner moved to adjourn at 6:25 p.m., the motion was seconded by Commission member Taylor and with a unanimous vote, the motion carried. (McCauley absent)*

*Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2023*

\_\_\_\_\_  
Dorothy Person, Chair

ATTEST:

\_\_\_\_\_  
Becky Sims, City Secretary/Zoning Administrator



CITY OF LAMPASAS

\*\*\*\* REPRINT RECEIPT \*\*\*\*

REC#: 01351968 2/01/2023 10:43 AM
OPER: HMI TERM: 069
REF#: 2824

TRAN: 210.0000 PERMITS & LICENSES
PEREZS
PLANNING & ZONING F 250.00CR

TENDERED: 250.00 CHECK
APPLIED: 250.00-

CHANGE: 0.00

ANTICIPATED MEETING DATES: P&Z: \_\_\_\_\_ City of
DATE OF PRE-APPLICATION CONFERENCE WITH CITY REPS & PLANNER: \_\_\_\_\_

Application Type:

- Initial Zoning (newly annexed property)
Rezoning (property currently zoned)
Planned Development (PD) - see Zoning Ordinance for special requirements a
Specific Use Permit (SUP) - see Zoning Ordinance for special requirements a

Name of Subdivision or Project: \_\_\_\_\_

Physical Location of Property: 101 S. Key Ave

[General Location -- approximate distance to nearest existing street corner]

Brief Legal Description of Property (must also attach accurate metes and bounds description): \_\_\_\_\_

[Survey/Abstract No. and Tracts; or platted Subdivision Name with Lots/Block]

Acreage: \_\_\_\_\_ Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Applicant/ Owner's Name: Fulvia Perez

Contact Person: Fulvia Perez Title: owner/business

Company Name: All Season Lamm

Street/Mailing Address: 15 Sunset Dr City: Lampasas State: TX Zip: 76760

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email Address: \_\_\_\_\_

Engineer / Representative's Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street/Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email Address: \_\_\_\_\_

Nature of Request/Proposed Use of the Property: \_\_\_\_\_

fire shop - no mechanics

SUBMITTAL DEADLINE: 30 DAYS PRIOR TO P&Z PUBLIC HEARING DATE. (All zoning applications must be advised in the newspaper, and notices must be mailed to all property owners within 200 feet of the subject property. Please contact City staff in advance for submittal deadlines.)
All applications must be COMPLETE before they will be scheduled for P&Z agenda. It is the applicant's responsibility to be familiar with, and to comply with, all City submittal requirements (in the Zoning & Subdivision Ordinances, and any separate submittal policies, requirements and/or checklists that may be obtained from City staff), including the number of plans to be submitted, application fees, etc. Please contact City staff in advance for submittal requirements.
All application materials (one copy) must be delivered to the City's Planner. The name, address, phone number, etc. of the City's Planner can be obtained from City staff. Failure to submit all materials to the City's Planner may result in delays scheduling the development application for a P&Z agenda. The City will invoice the applicant for all consulting fees (by City's Planner, Engineer, Attorney, etc.) incurred for City review of this project.
Notice of Public Records. The submission of plans/drawings with this application makes such items public record, and the applicant understands that they may be viewed by the general public. Unless the applicant expressly states otherwise in writing, submission of this application (with associated plans/drawings) will be considered consent by the applicant that the general public may view and/or reproduce (i.e., copy) such documents.

I hereby certify that I am the Owner, or the duly authorized agent of the Owner (proof of authorization attached), for the purposes of this application, and that all information submitted herein is complete, true and correct to the best of my knowledge. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

Signed: Fulvia Perez Title: Applicant Date: 2/1/23

Office Use Only: Date Rec'd Fees Paid:\$ Check #: Accepted By:

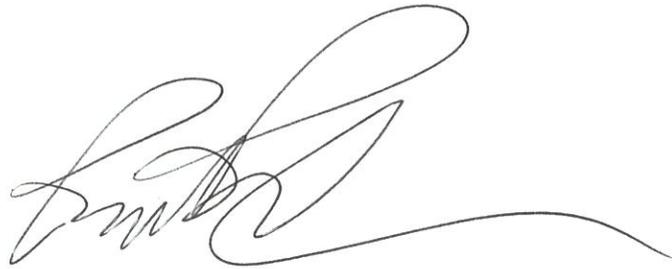
**PROCTER MOTOR COMPANY, INC.**

1101 SOUTH KEY AVENUE • LAMPASAS, TEXAS 76550

(512) 556-5713 • (512) 556-0137 (FAX)

Felisha + David,

Have my permission to  
get 101 S. Key zoned for  
this business.



2/1/2023





SF-6  
S. Key

101

CBD

U.S. HWY. 281, 183 & 190 (KEY AVE.)

City of Lampasas  
Planning and Zoning Board  
Staff Report  
(Perez)

Subject Property	The property is described as Lot 7-8, Block 51, AH Barnes Addition; commonly known as 101 S. Key Avenue Lampasas, Texas, Lampasas County.
Request	The property owner is applying for a Specific Use Permit (SUP) to allow for a Tire Store.
Current Zoning	The property is zoned Retail "R", the area surrounding the property is Retail "R" and Single Family Residential-6 "SF-6"
Notification	All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed twenty-eight (28) notices to property owners within 200 feet of the applicant's property, to date no letters have been received in favor or in protest of the request.
Consideration	In making a determination for a change of Zoning the Planning and Zoning Board, and the City Council shall consider the factors outlined in Section 34, City of Lampasas Zoning Regulations.
Recommendation	<p>In approving a requested SUP, the Planning and Zoning Commission and City Council may consider the following:</p> <ol style="list-style-type: none"><li>1. The use is in conformance with the intent of the Comprehensive Plan and with general objectives of the City; and containing such requirements and safeguards as are necessary to protect adjoining property;</li><li>2. The use is harmonious and compatible with surrounding existing uses or proposed uses;</li><li>3. The activities requested by the applicant are normally associated with the permitted uses in the base district;</li><li>4. The nature of the use is reasonable;</li><li>5. Any negative impact on the surrounding area has been mitigated;</li><li>6. That any additional conditions specified ensure that the intent of the district purposes are being upheld.</li></ol>

**RETAIL "R"**  
Permitted in District with SUP

- AIRPORT OR LANDING FIELD
- AMUSEMENT, COMMERCIAL (INDOOR)
- ASSISTED LIVING FACILITY
- AUTO ACCESSORY INSTALLATION, MINOR
- AUTO REPAIR, MAJOR
- BAKERY OR CONFECTIONERY (WHOLESALE OR COMMERCIAL)
- BUILDING MATERIALS, HARDWARE OR HOME IMPROVEMENT CENTER (OUTDOOR)
- CEMETERY OR MAUSOLEUM
- CHECK CASHING SERVICE & LOAN AGENCY
- CHILD CARE CENTER/ DAY CARE CENTER
- COLLEGE OR UNIVERSITY
- COMMUNITY CENTER (PUBLIC)
- DAY CAMP FOR CHILDREN
- ELECTRICAL SUBSTATION (HIGH VOLTAGE BULK POWER)
- ELECTRICAL TRANSMISSION LINE (HIGH VOLTAGE)
- FEED AND GRAIN STORE
- FRANCHISED PRIVATE UTILITY (NOT LISTED)
- GAS LINE AND REGULATING STATION
- HELIPORT
- HELISTOP
- HOSPITAL, ACUTE CARE
- HOSPITAL, CHRONIC CARE
- HOUSING FOR THE ELDERLY/SENIOR APARTMENT/CONGREGATE HOUSING
- INSTITUTION FOR ALCOHOLIC, NARCOTIC, OR PSYCHIATRIC PATIENTS
- KIOSK
- MEDICAL LABORATORY
- MOTEL OR HOTEL (LESS THAN 30 ROOMS)
- MOTORCYCLE SALES AND REPAIR
- MULTIPLE FAMILY DWELLING (APARTMENT)
- NEW & USED AUTO SALES
- OFFICE SHOWROOM
- OPEN STORAGE, DISPLAY, OR WORK AREAS FOR MERCHANDISE OR MACHINERY
- PARK OR PLAYGROUND (PRIVATE) NON COMMERCIAL
- PARKING LOT STRUCTURE COMMERCIAL (AUTO)
- PLAYFIELD OR STADIUM (PUBLIC)
- PRINTING COMPANY
- PROPANE SALES (RETAIL)
- PUBLIC BUILDING, SHOP OR YARD OF LOCAL, STATE OR FEDERAL AGENCY
- RECYCLING KIOSK
- RETIREMENT HOUSING FOR THE ELDERLY
- RV PARK
- SCHOOL, BUSINESS
- SCHOOL. COMMERCIAL, TRADE
- SEASONAL USES (TEMPORARY)
- SMALL ENGINE REPAIR SHOP
- SMOKE/TOBACCO SHOP
- STUDIO FOR RADIO OR TELEVISION
- STUDIO TATTOO OR BODY PIERCING

- SUPPLEMENTAL RESIDENTIAL ACCOMMODATIONS
- SUPPLEMENTAL RESIDENTIAL ACCOMMODATIONS
- SWIMMING POOL (COMMERCIAL)
- TAXICAB/LIMOUSINE SERVICE
- TIRE DEALERSHIP
- TWO-FAMILY DWELLING (DUPLEX)
- USED AUTO SALES
- USED MERCHANDISE OR SECOND-HAND THRIFT STORE (NON-PROFIT)