

**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, JANUARY 4, 2024  
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, January 4, 2024 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 December 7, 2023

**PUBLIC HEARING**

- III. Public hearing to receive citizen comments to consider approval, denial, or approval with modifications a request to rezone property described as .416 acres, ABST 0419 of the LHW Johnson Survey, W Ave E Lampasas, Texas Lampasas County from Single Family Residential-10 "SF-10" to Single Family Residential-10 "SF-10" with a Mobile Home Overlay "MHO"

**REGULAR SESSION**

- IV. Discussion and possible action to consider approval, denial, or approval with modifications a request to rezone property described as .416 acres, ABST 0419 of the LHW Johnson Survey, W Ave E Lampasas, Texas Lampasas County from Single Family Residential-10 "SF-10" to Single Family Residential-10 "SF-10" with a Mobile Home Overlay "MHO"
- V. Discussion regarding General Planning and Zoning inquiries, projects, 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 22 day of December 2023 at 1:30pm

Becky Sims  
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, DECEMBER 7, 2023  
6:00 P.M.**

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

**P&Z Members Present:**

Michael Sibberson  
Bob McCauley  
James Skinner  
Danielle Shepard

**City Staff Present:**

Becky Sims, City Secretary/Zoning Administration  
Lupe Charping, Admin Secretary/Permit Tech  
Frank Ellett, Building Official  
Ryan Ward, Assistant City Manager

**P&Z Members Absent**

Zach Carnley  
Zachary Taylor

**REGULAR SESSION**

**I. Call to order**

*Chair Canales called the meeting to order @6:00 p.m.*

**II. Discussion and possible action regarding approval of the minutes October 12, 2023.**

*Commission member Sibberson moved to approve the minutes as presented, the motion was seconded by Commission member Shepard and with a unanimous vote, the motion carried. (Carnley and Taylor absent)*

**PUBLIC HEARING**

**III. Public hearing to receive citizen comments to consider approval, denial or approval with modifications the Northington Creek Estates Preliminary Plat, described as parcel 8121, 48.13 acres, abstract 0042, John Burleson Survey, commonly known as 1206 Mills Street and parcels 8246, 8247, 8248, 31.83 acres, abstract 0042, John Burleson Survey, commonly known as 1705 E 4<sup>th</sup> Street.**

*Commission Chair Canales opened the Public Hearing*

*Becky Sims, Zoning Administrator presented the following*

- *The property is described as parcel 8121, 48.13 acres, abstract 0042, John Burleson Survey, commonly known as 1206 Mills Street and parcel 8246, 8247, 8248, 31.83 acres, abstract 0042, John Burleson Survey, commonly known as 1705 E 4<sup>th</sup> Street.*
- *The subdivision is 79.917 acres/ 276 lots.*
- *Tri-Cru Ventures, LLC., is asking the City's Planning Commission to consider the Preliminary Plat of Northington Estates.*
- *The rezoning of the property was approved in May 2023.*
- *Traffic Impact Analysis was completed in August 2023*
  - *Recommended timing adjustment to signal to mitigate delays*
  - *Decel lane for Northington Creek Drive*

- *Left and right turns onto 4<sup>th</sup> from Cypress Creek*

*After thorough review, staff submitted comments and requested clarification in various areas of TIA on December 1, 2023.*

*TxDOT is currently reviewing the Traffic Impact Analysis.*

- *Staff received the Preliminary Plat on September 25, 2023*
- *Staff provided comments to Turley on October 17, 2023*
- *Drainage sheets have been reviewed by Staff and Jones Heroy & Associates, with comments and modification requests returned to Turley on October 30, 2023*
- *Staff postponed the Preliminary Plat Review scheduled for November 2, 2023 by Planning Commission*
- *Revised plans were submitted by Turley on November 1, 2023*
- *Jones-Heroy responded on November 6, 2023*
- *Revised plans were submitted by Turley on November 8, 2023*
- *Staff met with Jones Heroy on November 17, 2023 to discuss their findings and recommendations*
- *After discussions and clarification from Texas Water Development Board, Jones-Heroy prepared responses and Staff submitted to Turley December 1, 2023.*
- *Turley addressed comments provided by Jones-Heroy & Associates on December 4, 2023*
- *Jones-Heroy provided final comments for Prelim with recommended plat notes on December 7, 2023*

*Turley Associates is finalizing Civil Plan Set for review by Staff*

*With no additional comments or discussion, Chair Canales closed the public hearing*

<b>REGULAR SESSION</b>
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- IV. Discussion and possible action to consider approval, denial or approval with modifications the Northington Creek Estates Preliminary Plat, described as parcel 8121, 48.13 acres, abstract 0042, John Burleson Survey, commonly known as 1206 Mills Street and parcels 8246, 8247, 8248, 31.83 acres, abstract 0042, John Burleson Survey, commonly known as 1705 E 4<sup>th</sup> Street.**

*Commission member Skinner moved to recommend approval of the Northington Creek Estates Preliminary Plat, described as parcel 8121, 48.13 acres, abstract 0042, John Burleson Survey, commonly known as 1206 Mills Street and parcels 8246, 8247, 8248, 31.83 acres abstract 0042, John Burleson Survey, commonly known as 1705 E 4<sup>th</sup> Street, the motion was seconded by Commission member Shepard and with a unanimous vote, the motion carried. (Carnley and Taylor absent)*

<b>PUBLIC HEARING</b>
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- V. Public hearing to receive citizen comments to consider vacating the Live Oak Acres Subdivision Plat described as 9.832 acres, LHW Johnson Survey, Lampasas, Texas Lampasas County that was approved in 1976**

*Chair Canales opened the public hearing*

*Becky Sims, Zoning Administrator presented the following:*

- *Staff received a request from Wayne J Wolfe regarding the vacation of the Live Oak*

*Subdivision in the City of Lampasas, Texas.*

- *Request that the City of Lampasas would allow to abandon this subdivision and return it to original acreage*
- *This subdivision was created in 1976 and was approved by the County and the City of Lampasas*

*With no additional comments, the public hearing was closed.*

**REGULAR SESSION**

- VI. Discussion and possible action to consider approval, denial or approval with modifications a request to vacate the Live Oak Acres Subdivision Plat described as 9.832 acres, LHW Johnson Survey, Lampasas, Texas Lampasas County that was approved in 1976.**

*Commission member Sibberson moved to approve a request to vacate the Live Oak Acres Subdivision plat described as 9.832 acres, LHW Johnson Survey, Lampasas, Texas Lampasas County that was approved in 1976, the motion was seconded by Commission member Skinner and with a unanimous vote, the motion carried. (Carnley and Taylor absent)*

**PUBLIC HEARING**

- VII. Public hearing to receive citizen comments regarding a request to rezone property from Single Family Residential-6 "SF-6" to MultiFamily-2 "MF-2" (Apartments) for property described as lots 9-10-11-12, Block 5, Whites Addition on East Avenue J (FM 580) between Casbeer Street and White Street.**

*Commission Chair Canales opened the public hearing.*

*Becky Sims, Zoning Administrator presented the following:*

- *The property is described as block 5, lots 9-12, Whites Addition on East Avenue J (FM 580) between Casbeer Street and White Street Lampasas, Texas Lampasas County.*
- *The applicant is asking for consideration in rezoning property from Single Family Residential-6 "SF-6" to Multi-Family-2 (Apartments)*
- *The property is currently zoned Single Family Residential-6 "SF-6"*
- *The area is characterized as mixed use. The property is surrounded by businesses, undeveloped land and residential homes.*
- *All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed eight (8) 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.*
- *The Comprehensive Plan identifies this area as a Suburban Mixed Use*
  - *The Suburban Mixed-Use (SM) category is intended for mixed-use areas to be developed at a higher density/intensity and for uses not allowed in the Suburban Residential classification.*
  - *These areas, predominantly along higher trafficked arterial or collector corridors within Suburban Residential areas, are intended to provide the opportunity for transitioning residential to commercial uses, designed in a manner that is more appropriate to the character of the surrounding areas.*
- *Appropriate Land Uses*
  - *Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes and twins, triplexes, and quadriplexes).*

*With no additional comments, the public hearing was closed*

**REGULAR SESSION**

- VIII. Discussion and possible action to consider approval, denial or approval with modifications a request to rezone property from Single Family Residential-6 “SF-6” to Multi Family-2 “MF-2” (Apartments) for property described as lots 9-10-11-12, Block 5, Whites Addition on East Avenue J (FM 580) Between Casbeer Street and White Street.**

*Commission member McCauley moved to recommend a request to rezone property from Single Family Residential-6 “SF-6” to Multi-Family-2 “MF-2 (Apartments) for property described as lots 9-10-11-12, Block 8, Whites Addition on East Avenue J (FM 580) Between Casbeer Street and White Street, the motion was seconded by Commission member Skinner with Commission member Shepard in opposition, the motion carried. (Carnley and Taylor absent)*

**PUBLIC HEARING**

- IX. Public hearing to receive citizen comments regarding a request to rezone property described w ½ of Lot 2 Block 2; East Lampasas Addition, Lampasas, Texas Lampasas County; commonly known as 1011 E Bridge from Commercial “C” to Single Family Residential -6 “SF-6”**

*Chair Canales opened the public hearing.*

*Becky Sims, Zoning Administrator presented the following:*

- *The property is described w ½ of Lot 2 Block 2; East Lampasas Addition, Lampasas, Texas, Lampasas County; commonly known as 1011 E Bridge.*
- *The applicant is asking for consideration in rezoning property from Commercial to Single Family Residential-6 “SF-6”.*
- *The property is currently zoned Commercial.*
- *The area is characterized as mixed use. The property is surrounded by single family homes and commercial property.*
- *All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed twenty-two (22) 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.*
- *This Comprehensive Plan identifies this area as Traditional Residential*
  - *The Traditional Residential (TR) future development category is intended for revitalizing part of town which embody some of the original characteristics of the older core areas of the city (e.g., gridded streets), but lack urban character.*
  - *These areas are intended to be developed and redeveloped with single-family detached and attached uses with an auto-oriented character, meaning the automobile and its associated uses (e.g., streets, driveways, parking, etc.) are the predominant visual characteristic.*
- *Appropriate Land Uses*
  - *Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes, twins). Manufactured homes may be appropriate provided that they are located in a new manufactured home subdivision.*

*With no additional comments or discussion, Chair Canales closed the public meeting.*

**REGULAR SESSION**

- X. Discussion and possible action regarding a request to rezone property described as w ½ of Lot 2 Block 2; East Lampasas Addition, Lampasas, Texas, Lampasas County; commonly known as 1011 E Bridge from Commercial “C” to Single Family Residential-6 “SF-6”**

*Commission member Shepard moved to approve the request to rezone property described as w ½ of Lot 2 Block 2: East Lampasas Addition, Lampasas, Texas, Lampasas County; commonly known as 1011 E Bridge from Commercial “C” to Single Family-6 “SF-6 the motion was seconded by Commission member Sibberson and with a unanimous vote, the motion carried (Carnley and Taylor absent)*

- XI. Discussion regarding General Planning and Zoning inquiries, projects, possible Zoning Amendments to be considered at future meetings and any updates to Residential and Commercial Developments.**

*Becky Sims, Zoning Administrator provided a brief overview of current Residential and Commercial Developments and progress of projects related to substandard properties and Wayfinding Master Sign Plan.*

*Adjourn- Commission member Shepard moved to adjourn the meeting at 6:30 pm, the motion was seconded Commission member Sibberson and with a unanimous vote, the motion carried. (Carnley and Taylor absent)*

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

\_\_\_\_\_  
Marisa Canales, Commission Chair

ATTEST:

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

NOTICE OF PUBLIC HEARINGS

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HEARING DATES/TIMES:

**PLANNING AND ZONING COMMISSION:** January 4, 2024-6:00 p.m.

**CITY COUNCIL:** January 8, 2024 - 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:

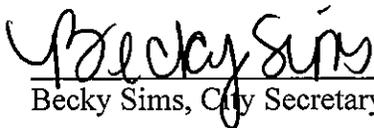
*To consider approval, denial, or approval with modifications a request to rezone property described as .416 acres, ABST 0419 of the LHW Johnson Survey, W Ave E Lampasas, Texas Lampasas County from Single Family Residential-10 to Single Family Residential Family-10 with a Mobile Home Overlay "MHO"*

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 January 4, 2024 at 6:00 P.M. in the 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 January 8, 2024 at 6:00 P.M. in the 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.

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 22 day of December 2023 at 1:30pm



Becky Sims, City Secretary/Zoning Administrator



# ZONING APPLICATION

ANTICIPATED MEETING DATES: P&Z: Jan 4, 2024 City Council: Jan 8, 2024  
DATE OF PRE-APPLICATION CONFERENCE WITH CITY REPS & PLANNER (required): \_\_\_\_\_

**Application Type:**

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

Name of Subdivision or Project: LHW Johnson Tract

Physical Location of Property: \_\_\_\_\_

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

Brief Legal Description of Property (must also attach accurate metes and bounds description): Abst: 0419 Surv LHW  
[Survey/Abstract No. and Tracts; or platted Subdivision Name with Lots/Block] John Con 1000

Acreage: 0.416 Existing Zoning: SF 10 Proposed Zoning: MHO

Applicant / Owner's Name: Kaleb Alexander

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

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

Street/Mailing Address: 709 N Silver City: Burnet State: TX Zip: 78611

Phone: 512-755-3385 Fax: \_\_\_\_\_ Email Address: Kaleb8051@gmail.com

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: I would like to move a mobile home on to the property.

**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 checklist 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: [Signature] Title: \_\_\_\_\_ Date: 12-01-23

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



City of Lampasas  
Planning and Zoning Board  
Staff Report  
(Alexander -MHO)

Subject Property	The property is described as 0.416 acres, ABST 0419 of the LHW Johnson Survey, W Ave E Lampasas, Texas Lampasas County
Request	The applicant is asking for consideration in rezoning property from Single Family Residential-10 "SF-10" to Single Family Residential-10 "SF-10" with a Mobile Home Overlay "MHO"
Current Zoning	The property is currently zoned Single Family Residential-10 "SF-10"
Character	The property is surrounded by single family homes and vacant lots.
Notification	All notifications and publications, as required by Ordinance and Statute, have been made. Staff mailed nine letters (9) 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.
Recommendation	<p>In making a determination regarding a requested zoning change, the Planning and Zoning Commission and City Council shall consider the following factors:</p> <ul style="list-style-type: none"><li>• Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole.</li><li>• Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area, and shall note the findings.</li><li>• The amount of vacant land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstances which may make a substantial part of such vacant land unavailable for development.</li><li>• The recent rate at which land is being developed in the same zoning classification as the request, particularly in the vicinity of the proposed change.</li><li>• How other areas designated for similar development will be, or are unlikely to be, affected if the proposed amendment is approved.</li><li>• Any other factors which will substantially affect the public health, safety, morals, or general welfare</li></ul>

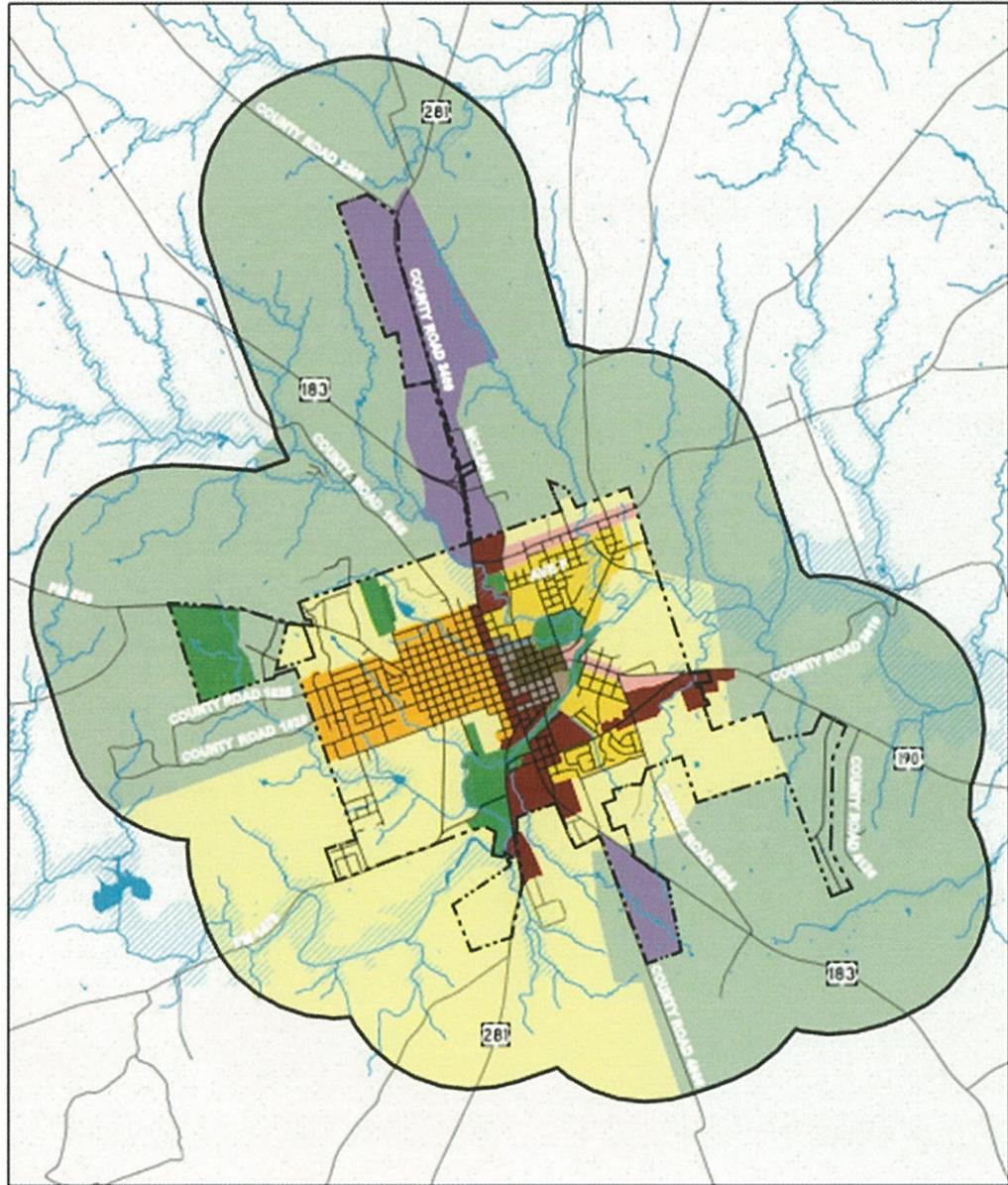
Comprehensive Plan This area is described as Urban Residential

The Urban Residential (UR) future development category is intended for areas to be developed primarily to conserve, and in some cases, transition, the already existing residential areas developed with an urban character. These areas are intended to conserve the existing gridded lot and block pattern of development.

Appropriate Land Uses

- Residential Uses: single-family detached dwellings; industrialized housing; single-family attached (i.e., duplexes, twins, and triplexes)

MAP 4.2, FUTURE LAND USE PLAN



**LEGEND**

Parks and Open Space	Suburban Mixed-Use	Watercourses	Lampasas ETJ
Rural Estate	Corridor Commercial	Water Bodies	Roads
Suburban Residential	Employment Mixed-Use	Floodzone	Non-Lampasas Areas
Traditional Residential	Downtown Transitional	Lampasas City Limits	
Urban Residential	Downtown Core		

0 0.5 1 2 Miles

Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

## **SECTION 32**

## **MHO -- MANUFACTURED HOME OVERLAY DISTRICT**

### **32.1 GENERAL PURPOSE AND DESCRIPTION:**

The MHO, Manufactured Home Overlay, district is intended to be applied in conjunction with a residential base zoning district to encourage HUD-code manufactured homes in certain areas that are already platted or partially developed.

### **32.2 PERMITTED USES:**

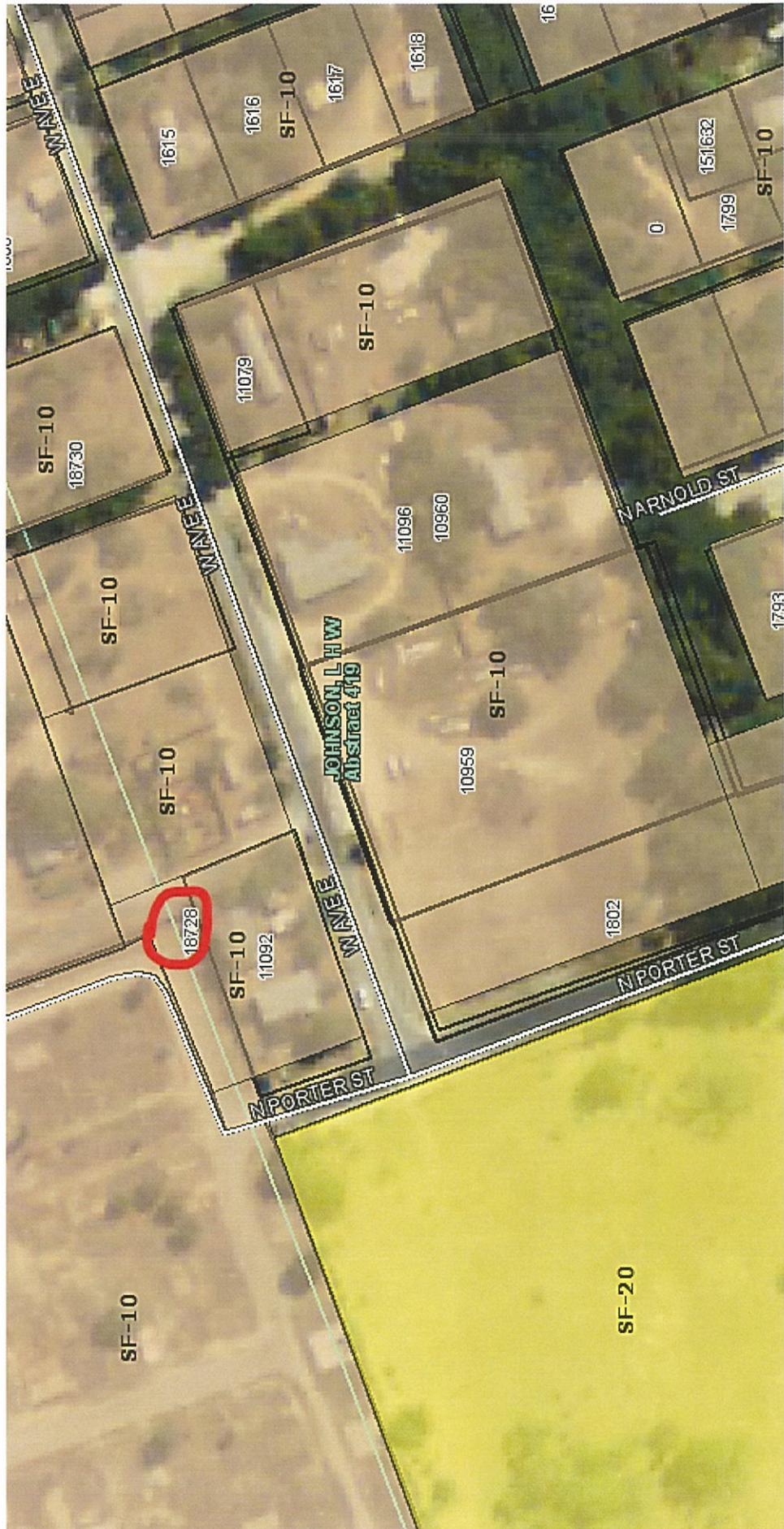
- A. Those uses allowed in the base zoning district as prescribed in Section 35 (Use Charts) of this Ordinance.

### **32.3 AREA REGULATIONS:**

- A. All development standards as stated for the base zoning district shall apply, except as follows:
  1. No minimum dwelling size is required
  2. All units shall be at least twenty-five feet (25') wide (e.g., "double-wide")
  3. A pitched roof is required
  4. At least one (1) covered parking space is required for each unit, to be placed behind the front building line and to be upon the same lot as the dwelling unit (i.e., on-site).
  5. All parking surfaces and driveways shall be an approved all-weather surface.
  6. All manufactured home units shall provide skirting from the top of the unit's frame to grade on all sides of the unit. 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.
  7. Porches, patios and decks shall be constructed on-site, and shall not encroach into front, side or rear yard setbacks.
  8. Axles and tongues shall be removed, such that the manufactured housing unit becomes permanently placed upon the site.
  9. Any siding or sheathing used on housing units (or on buildings added onto housing units) shall be compatible with materials used on surrounding structures.
  10. Each housing unit shall have a minimum six-inch (6") roof overhang.

### **32.4 SPECIAL AND SUPPLEMENTAL REQUIREMENTS:**

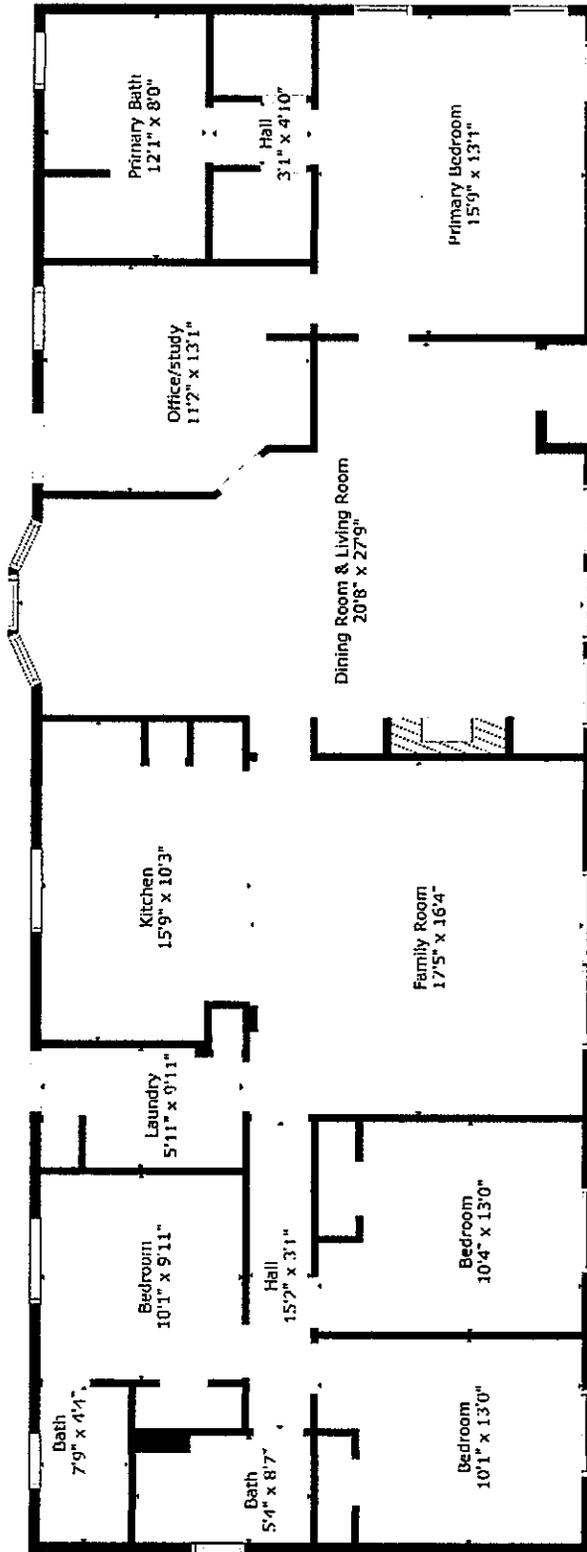
- A. All dwelling units shall be HUD-code manufactured home units or industrialized (modular) housing units.
- B. To insure against natural hazards such as tornados, high winds and electrical storms, anchorage to an approved, permanent foundation shall be provided for each manufactured/mobile home in accordance with local and Building Code requirements.











GROSS INTERNAL AREA  
 FLOOR 1: 1999 sq. ft.  
 TOTAL: 1999 sq. ft.

Measurements are taken by subject technician. Do not include gut and guarantee.





