

**City of Kerrville Planning & Zoning Commission Agenda**  
**Thursday, July 2, 2009, 4:30 p.m.**  
**City Hall City Council Chambers, 800 Junction Highway, Kerrville, TX**

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| <b>1.</b> | <b><u>4:30 p.m. Call to Order</u></b><br>Chair calls the meeting to order; roll call.  | <u>Page</u> |
| <b>2.</b> | <b><u>Visitor/Citizens' Forum</u></b><br>Any person with business not scheduled on the agenda is encouraged to briefly speak their ideas to the Commission. Please fill out the SPEAKER REQUEST FORM and give it to the Commission's Secretary prior to the meeting. The number of speakers will be limited to the first ten speakers and each speaker is limited to three minutes. (No formal action can be taken on these items as the Open Meetings Act requires formal action items be posted on an agenda no later than 72 hours before the meeting. If formal action is required, the items will be placed on an agenda for a future meeting.) |             |
| <b>3.</b> | <b><u>Consent Agenda</u></b><br>All items listed below in the consent agenda are considered routine or ministerial in nature and will be enacted with one motion. There will be no separate discussion of items unless a Commissioner or citizen so requests; in which case the item(s) will be removed from the consent agenda and considered separately.   |             |
| 3A.       | <u>Approval of the minutes from the meeting of June 18, 2009</u>   | 3           |
| <b>4.</b> | <b><u>Public Hearing</u></b>   |             |
| 4A.       | <u>Replat: Unity Church of the Hill Country – A replat of Lots 3, 4 and 5, Block 25, JA Tivy Addition and Lot 2, Block 1, C. Gray Addition located at the northeast corner of Tivy Street and Jefferson Street. Zoned: RT. Applicant: Texas Land Boundaries. (File No. 2009-18)</u>  | 5           |
| <b>5.</b> | <b><u>Information and Discussion</u></b>   |             |
| 5A.       | <u>Concept Plan: Uvalde Gin Tract – A 143 acre tract located on the northwest side of Goat Creek Cut-Off Road between SH 27 and Goat Creek Road. Zoned: ETJ. Applicant: Matkin-Hoover Engineering and Surveying. (File No. 2009-17)</u>  | 8           |
| <b>6.</b> | <b><u>Staff Reports</u></b>  |             |
| 6A.       | <u>Future Agenda Items. Applicant: Senior Planner</u>  | 12          |
| <b>7.</b> | <b><u>Adjourn</u></b> - The next scheduled meeting is Thursday, July 16, 2009.   |             |

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The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of Kerrville, Texas, and said notice was posted on the following date and time: \_\_\_\_\_ at \_\_\_\_\_ and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

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Deputy City Secretary, City of Kerrville, Texas

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**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 3A **FOR AGENDA OF:** July 2, 2009

**DESCRIPTION:** Approval of minutes of June 18, 2009.

**APPLICANT(S):** Planning and Zoning Commission Secretary

**ATTACHMENT(S):**

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The recording Secretary recommends approval of the proposed minutes.

**MEMBERS PRESENT:**

Jim Kessler, Vice Chair  
Andy Phillips, Chair  
T. Justin MacDonald, Commissioner  
Harold Buell, Commissioner  
David Watterson, Alternate (seated at 4:39 p.m.)

**MEMBERS ABSENT**

George Hager, Commissioner  
Gene Allen, Alternate

**COUNCIL LIAISON PRESENT**

Bruce Motheral, Council Liaison

**STAFF PRESENT:**

Kevin Coleman, Director of Development Services  
Gordon Browning, Senior Planner  
Regina Rodriguez, Administrative Assistant

**1. CALL TO ORDER:**

On June 18, 2009, the Kerrville Planning and Zoning Commission regular meeting was called to order at 4:34 p.m. in the City Hall Council Chambers, 800 Junction Highway.

**2. VISITOR/CITIZENS FORUM:**

**3. CONSENT AGENDA**

3A. Approval of the minutes from the meeting of June 4, 2009

Cmr. Kessler moved for approval of the minutes; motion was seconded by Cmr. MacDonald and passed 4-0.

**4. FINAL PLATS:**

4A. Final Plat: Keystone Phase 4B – An eight (8) lot 4.832 acre tract located north of the Yorktown Blvd and Degrasses Drive intersection. Zoned: RC. Applicant: Grogan Surveying. (File No. 2008-24)

Cmr. Phillips recused himself from the Commission during this time due to a conflict of interest with the agenda items 4A & 4B. Cmr. Phillips previously filed the proper form with City Staff.

Cmr. Kessler assumed the chair.

Mr. Browning presented the finding of facts to the Commission.

Cmr. MacDonald moved for approval of the final plat; subject to the final acceptance of the development; motion was seconded by Cmr. Buell and passed 3-0.

**4B. Final Plat: Keystone Phase 4C – A forty-five (45) lot 29.053 acre tract located at the north end of Yorktown Blvd. Zoned: RC. Applicant: Grogan Surveying. (File No. 2008-25)**

Mr. Browning presented the finding of facts to the Commission.

Cmr. Buell moved for approval of the final plat; subject to the final acceptance of the development, motion was seconded by Cmr. MacDonald and passed 3-0.

Cmr. Phillips rejoined the Commission

**5. STAFF REPORTS**

**5A. Future Agenda Items. Applicant: Senior Planner**

**6. Adjourn** – The next scheduled meeting is Thursday, July 2, 2009.

The meeting adjourned at 4:42 p.m.

ATTEST:

\_\_\_\_\_  
Andy Phillips, Chair

\_\_\_\_\_  
Trina Sanchez, Recording Secretary

**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 4A **FOR AGENDA OF:** July 2, 2009

**DESCRIPTION:** **Replat: Unity Church of the Hill Country** – A replat of Lots 3, 4 and 5, Block 25, JA Tivy Addition and Lot 2, Block 1, C, Gray Addition located at the northeast corner of Tivy Street and Jefferson Street. Zoned: RT. (File No. 2009-18)

**APPLICANT(S):** Texas Land Boundaries

**ATTACHMENT(S):** Location Map, Plat

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**SUMMARY STATEMENT – FINDING OF FACT**

History/Timeline:

- June 5, 2009 – Replat accepted and processed for review and approval.
- June 17, 2009 – Development Review Committee (DRC) review and process completed.
- June 26, 2009 – Staff comments to applicant.
- **July 2, 2009 – Consideration of replat by the Commission.**

Summary/Informational Comments:

- Replat is for the purposes of developing a church at this location.
- Municipal services are available to serve this location.
- A water flow test (fire flow) will be required prior to release of a building permit.
- Where a portion of the facility is more than 500 feet from a hydrant, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided.
- Sidewalks will be required along street frontages.
- The preliminary plat will expire one (1) year from the date of Commission approval.
- Approval of the preliminary plat will allow the developer to seek approval of a Development Site Plan.
- Prior to submission of any building and/or engineering plans for construction, the applicant shall submit a Development Site Plan for review and approval per Resolution No. 033-2009.
- Note that storm water is not addressed with the preliminary plat submittal, a detailed drainage study addressing this issue should be included as part of the final plat and civil construction plat submittal.
- Prior to final plat approval engineering plans must be submitted to and approved by the City Engineer.

## **RECOMMENDED ACTION**

1. Open the public hearing and receive comments, and
2. Approve the replat subject to the following;
  - a). Replat should be titled, "Unity Church of the Hill Country, Block 1, Lot 1",
  - b). Show all existing and proposed easements on the final plat with dimensions and labeled by type to include franchise utilities. Label existing easements as 'Existing' and provide recording information. Identify proposed easements by stating dedication method within parenthesis, ex. (By Plat),
  - c). Remove physical features and topography information from the final plat, and
  - d). Any additions and/or alterations as may be required following the approval of the civil construction plans.



**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 5A **FOR AGENDA OF:** July 2, 2009

**DESCRIPTION:** **Concept Plan: Uvalde Gin Tract** – A 143 acre tract located on the northwest side of Goat Creek Cut-Off Road between SH 27 and Goat Creek Road. Zoned: ETJ. (File No. 2009-17)

**APPLICANT(S):** Matkin-Hoover Engineering and Surveying

**ATTACHMENT(S):** Location Map, Concept Plan

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**SUMMARY STATEMENT**

Article 10-IV-2 of the Subdivision Regulations state in reference to concept plan submittal:

“...staff shall present the concept plan to the commission for review and comment. The objective of the concept plan presentation is to clarify city regulations and the comprehensive plan – land use strategy guidelines, as they apply to the parcel of land in question and its proposed subdivision.”

While the Planning and Zoning Commission may review and comment on the concept plan, there is no approval or disapproval by the Commission or any other City entity. Concept plans are intended as precursors to preliminary plat submittals.

Pursuant to the above referenced article of the Subdivision Regulations, the applicant wishes to present a concept plan outlining proposed development on land currently outside the City limits but within the extraterritorial jurisdiction (ETJ).

The Comprehensive Plan shows the land use designation for this area as ‘Rural Residential Development’.

Staff has reviewed the concept plan for the Uvalde Gin Tract and has the following comments;

**General:**

The applicant is proposing a 72 lot single family development located northwest of Goat Creek Cut-Off Road between SH 27 and Goat Creek Road. The proposed lots range in size from 1.01 acres to 20.69 acres (proposed detention area), the average lot size is 1.81 acres. Because the tract is located within the City’s ETJ and Kerr County proper, the development will be required to be processed with both the City and County.

Note: At their June 8, 2009 meeting Commissioners’ Court approved the concept plan for Uvalde Gin.

**Streets:**

The internal streets are being proposed with sixty (60) feet of right-of-way, no cross section has been discussed, with connections to Sky View Drive and Goat Creek Cut-Off Road. Dedication and maintenance responsibilities are under discussion with the applicant, if the streets are to become public, dedication and maintenance will be through Kerr County Road and Bridge.

Water:

The applicant is proposing to serve this development from a private water company, Aqua Texas, Inc. The water distribution system within this development for both domestic and fire protection shall be approved by the City Engineer and City Fire Department and conform with the standard specifications of the City of Kerrville.

Sanitary Sewer:

Waste water (sanitary sewer) for this development will be by individual OSSF (on-site sewage facilities), permitted and approved by Kerr County Environmental Health. In addition to the appropriate signature block, the following note must be provided on the final plat;

**Prior to any type of construction on any lot, the owner of said lot shall obtain an O.S.S.F. Authorization to Construct from the Kerr County O.S.S.F. representative. All lots in the subdivision are required to comply with all current and future O.S.S.F. regulations adopted by Kerr County.**

Storm Water:

The concept plan shows an area in Lot 32, "Reserved Detention Easement". Per the City's Design Manual for Storm Drainage Facilities, storm water detention will be required with this development. A detailed drainage study shall be required prior to final plat and/or development.

Electric Service:

Electric service to this tract is divided between KPUB and Central Texas Electric Coop. The applicant will be responsible for coordinating with both providers, signature blocks for each will need to be provided.

Informational Comments:

- Provide ownership and maintenance responsibilities for for greenbelt lots and detention areas.
- Street "F" shows a reduced right-of-way area, can required cross-section and drainage be accommodated?
- Provide a letter from the water purveyor stating that they are able to provide water service to this development that will satisfy City minimum requirements for both domestic and fire needs.
- Note that storm water is not addressed with the concept plan submitted, a detailed drainage study addressing this issue will need to be submitted prior to final plat.
- Prior to final approval engineering plans must be submitted to and approved by the City and/or County Engineer.
- Fire hydrants must meet City of Kerrville minimum spacing requirements.
- Review of the concept plan does not constitute development or construction approval.

- Streets within this development will be required to meet City standards regarding fire apparatus widths, loads, etc.

**Preliminary Plat Submittal:**

In addition to the information required in Article 10-IV-2 of the City's Subdivision regulations for preliminary plat submission, the following items should also be provided;

1. Prior to final plat the owner/developer must be satisfy the OSSF requirements of the County's Environmental Health Department.
2. If required, all submittal requirements of Kerr County for preliminary plat review.
3. Show all existing and proposed easements on the plat with dimensions and labeled by type to include franchise utilities. Label existing easements as 'Existing' and provide recording information. Identify proposed easements by stating dedication method within parenthesis. Ex. (By Plat).
4. Provide two (2) corners set to the State Plane Coordinate System (NAD 83) and one (1) corner located with respect to a corner of the original survey.
5. Provide a 10-foot Utility Easement on all lot lines and along road rights-of-way.
6. Provide all necessary signature blocks on the final plat for recording to include all franchise utilities, Kerr 911 and Kerr County.
7. Provide the following notes;
  - a). This development is within the ETJ of the City of Kerrville and Kerr County.
  - b). The water provider for this development is Aqua Texas, Inc.
  - c). Waste water disposal is by private OSSF.
  - d). Streets within this development are public/private, maintenance will be by Kerr County/Homeowners Association.
  - e). Method to be used to satisfy the City's Parkland Dedication Ordinance.

**RECOMMENED ACTION**

Review and discuss the Concept Plan with the applicant. No action is to be taken.



**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 6A **FOR AGENDA OF:** July 2, 2009

**DESCRIPTION:** Future Agenda Items

**APPLICANT(S):** Gordon Browning, Senior Planner

**ATTACHMENT(S):**

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The following items have tentatively been scheduled for the Commission's July 16, 2009 meeting;

**Concept Plan: Old River Road RV Park** – An approximately 100 acre tract located southwest of SH 27, access from Colvin Ranch Road. Zoned: ETJ. Applicant: Vordenbaum Engineering, Inc. (File No. 2009-20)

**Final Plat: Overstreet Park** – A replat of Lots 2, 3 and 4, Block 1, Overstreet Park, a 2.64 acre tract located at 1433, 1421 and 1381 Junction Highway. Zoned: PDD. Applicant: Guadalupe Survey Company. (File No. 2009-23)

**Final Plat: Paseo De Paz** – A one (1) lot 7.62 acre tract located at 401 Clearwater Paseo. Zoned: PDD. Applicant: Ashley Surveying. (File No. 2009-25)

**Sign Variance Request** – Consider a variance to the Sign regulations of the City of Kerrville to allow an existing sign to exceed the maximum allowed sign area of thirty-two (32) square feet by twelve (12) square feet for property located at 1900 Goat Creek Road. Zoned: RC. Applicant: First Christian Church. (File No. 2009-24)