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*Minutes of the Teleconference Meeting
of the Harker Heights Planning & Zoning Commission
January 6, 2021*

Present:

Larry Robison	Chairman
Robert Robinson III	Vice Chair
Adam Parker	Secretary
Noel Webster	Commissioner
Rodney Shine	Commissioner
Stephen Watford	Commissioner
Joshua McCann	Commissioner
Kay Carey	Commissioner

Christopher Albus	Alternate Commissioner
Michael Stegmeyer	Alternate Commissioner
Barry Heidtbrink	Alternate Commissioner
Natalie Austin	Alternate Commissioner

Staff:

Kristina Ramirez	Planning & Development Director
Courtney Peres	City Planner
Brad Alley	Fire Marshal
Eric Moree	Building Inspector
Calvin Fleming	Code Enforcement Officer
Gabrielle Palma	Code Enforcement Officer
Wilson Everett	Planning & Development Administrative Assistant
Daniel Phillips	GIS Analyst/ Planner

Meeting Workshop

Workshop Agenda Item I: A quorum was established, and the teleconference meeting for the workshop was called to order at 5:30 PM.

Workshop Agenda Item II:

- Swear in members and alternates of the Planning and Zoning Commission and Building and Standards Commission (as needed).
- It was noted that Commissioner Kay Carey was present virtually; however, Mrs. Carey had not been sworn in and therefore could not act upon action items within the agenda.

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Workshop Agenda Item III & IV:

- Elect Planning and Zoning Commission and Building Standards Commission Chairman, Vice Chairman, and Secretary.
- Commissioner McCann made the motion to elect Larry Robison as the Chairman. Vice Chair Robinson seconded the motion. **The motion was unanimously approved (7-0).**
- Larry Robison made a motion to elect Robert Robinson as the Vice Chairman. Adam Parker seconded the motion. **The motion was unanimously approved (7-0).**
- Joshua McCann made a motion to elect Adam Parker as the Secretary. Rodney Shine seconded the motion. **The motion was unanimously approved (7-0).**

Workshop Agenda Item V: Presentations by Staff:

1. Introductory: Becoming a Planning & Zoning Commissioner for the City of Harker Heights.
2. Geographic Information Systems (GIS) Overview.
3. Code Enforcement Overview.
4. Fire Code Overview
5. Public Works/Infrastructure Overview.

Workshop Agenda Item VI: The workshop was adjourned at 6:37 P.M.

Meeting Agenda:

Agenda Item I: A quorum was established, and the teleconference meeting for the Planning and Zoning Commission was called to order at 6:38 PM. It was noted Michael Stegmeyer stepped up from an alternate position to a commissioner for the meeting.

Agenda Item II: The next agenda item was approval of minutes from the Regular Planning and Zoning Meeting held on December 2, 2020. Secretary Parker made a motion to approve the minutes. Commissioner Watford seconded the motion. **The motion passed (8-0).**

Agenda Item III: Ms. Peres went over the City Council results from the December 8, 2020 meeting.

Agenda Item IV: Recognition of Affidavits for Conflict of Interest. There were no conflicts of interest submitted.

Agenda Item V: Public Comments: There was no one present in person or via teleconference who wished to address the Planning and Zoning Commission.

Agenda Item VI: Public Hearings:

1. **Z21-01** Conduct a public hearing to discuss and consider recommending an ordinance to change the zoning designation from M-1 (Light Manufacturing District) to R-1 (One Family Dwelling District) on property described as a part of the Francis Hughes Survey, Abstract No. 396, 2.02 acres, generally located at 1911 E. Veterans Memorial Boulevard, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicant's request for the rezoning of the lot located at 1911 E Veterans Memorial Blvd from M-1 to R-1 for the purpose of constructing a single-family home. She mentioned in 20015, the Building Standards Commission determined that a site bit structure on the property was unsafe, substandard, and dangerous, and in violation of chapter 160.04. The case was ordered by the Commission to be demolished or removed from the property. A demolition permit was issued, and the structure was demolished in 2015. Since then, the property has remained vacant.

Travis Mills of 1911 E Veterans Memorial Boulevard, Harker Heights, Texas, was present via teleconference to represent his request. He explained he wanted to change the zoning to build a single-family residential home. He mentioned he wanted to keep this property in his family, as he had inherited it from his grandmother. He included that he would build the home outside of the FEMA flood plane and would meet city codes and regulations.

Chairman Robison opened the public hearing and asked if there was anyone present in person or via teleconference to speak in favor or against the agenda item. There was no one present to speak about this agenda item.

Chairman Robinson closed the public hearing.

A motion was made by Secretary Parked to recommend denial for an ordinance change from the zoning designation from M-1 (Light Manufacturing District) to R-1 (One Family Dwelling District) on property described as a part of the Francis Hughes Survey, Abstract No. 396, 2.02 acres, generally located at 1911 E. Veterans Memorial Boulevard, Harker Heights, Bell County, Texas. Commissioner Shine seconded the motion. **The motion passed to deny the request (8-0).**

2. **Z21-02** Conduct a public hearing to discuss and consider recommending an ordinance to change the zoning designation from R-1 (One Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as Lot Seven (7), Block One (1), Valley View Addition, an addition to the City of Harker Heights, Bell County, according to the plat of record in Cabinet A, Slide 161-B, Plat Records of Bell County, generally located at 114 E. Valley Road, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicants request for a rezone from R-1 to R-2. She explained that the site is currently vacant as it was previously taken to the Building and Standards Commission ("BSC") on August 31, 2011. The BSC ordered that the structure on the property was to be demolished or removed from the property. Due to no action being taken from the property owner or lienholder, The City of Harker Heights took action to demolish

the structure and charged all expenses incurred by the City to the owner. Mr. Peres explain that the current property owner requested forgiveness for all or part of City liens on the property. On November 10, 2020, The City of Harker Heights City Council heard this request and acted to reduce a portion of the liens on the property.

Raymond Hamden, P.O. Box 2008, Harker Heights, Texas, was present to represent his request. Mr. Hamden explained his request and noted that he intends to construct a duplex which will consist of two bedrooms and two bathrooms per unit.

Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. There was no one present in person or via teleconference who wished to speak in favor or against the agenda item.

A motion was made by Commissioner McCann to recommend approval for an ordinance to change the zoning designation from R-1 (One Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as Lot Seven (7), Block One (1), Valley View Addition, an addition to the City of Harker Heights, Bell County, according to the plat of record in Cabinet A, Slide 161-B, Plat Records of Bell County, generally located at 114 E. Valley Road, Harker Heights, Bell County, Texas. Secretary Parker seconded the motion. **The motion passed (8-0).**

3. Z21-03 Conduct a public hearing to discuss and consider recommending an ordinance to change the zoning designation from B-4 (Secondary and Highway Business District) to R-1 (One Family Dwelling District) on property described as Block Seven (7), Lot One (1), Stillforest Addition Replat, generally located at 1003 S. Roy Reynolds Drive, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicant's request from B-4 to R-1 for the purpose to construct a single-family house on the property.

There were a few questions brought up by the Commissioners regarding drainage on the property due to the property being sloped and existing noise pollution along W. Veterans Memorial Boulevard. Ms. Peres noted Staff has been tasked with updating the sound ordinance and mentioned that when the property is developed, the owner cannot increase drainage or runoff to any of the adjoining properties.

Richard Raymond with EGS Consulting was present via teleconference to represent the request of 1003 S. Roy Reynolds Drive, Harker Heights, Texas. Mr. Raymond explained the request for the zoning change for the purpose to construct a single-family home. He mentioned that he is aware of the existing noise pollution that streams from W. Veterans Memorial Boulevard.

Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. There was no one in person or via teleconference to speak in favor or against the agenda item.

A motion was made by Secretary Parker to approve the request of an ordinance to change the zoning designation from B-4 (Secondary and Highway Business District) to R-1 (One Family Dwelling District) on property described as Block Seven (7), Lot One (1), Stillforest Addition Replat, generally located at 1003 S. Roy Reynolds Drive, Harker Heights, Bell County, Texas. Commissioner seconded the motion. **The motion passed (8-0).**

4. Z21-04 Conduct a public hearing to discuss and consider recommending an ordinance granting a Conditional Use Permit (CUP) to allow for an accessory dwelling unit on property described as Evergreen Subdivision Phase Four, Block One (1), Lot Eleven (11), generally located at 2536 Jubilation Drive, Harker Heights, Bell County, Texas.

Ms. Peres explained the request to consider granting a CUP to allow for an accessory dwelling unit on property located at 2536 Jubilation Dr, Harker Heights for the purpose of a pool house and outfitted to permit a habitable space for guests. She explained that per the Harker Heights Code of Ordinance Section 155.020(B) (4), an accessory dwelling unit for a relative (not for rent) is permitted via a Conditional Use Permit. The applicant's property consists of approximately 0.8 acres and would therefore be permitted two (2) large accessory structure with a maximum aggregate size of all accessory structure not to exceed 1,000 square feet (per §155.020 (A) (5) (b) (4)).

Mrs. Lynne Boehm of 3908 Deer Ridge, Harker Heights, Texas was present via teleconference to represent her request. She explained that she does not intend to build a structure larger than 488 square feet and that the façade of the structure will match the primary structure. She also mentioned that the structure will be used as a pool house and man cave and an overnight space for personal guests as needed.

Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. There was no one in person or via teleconference to speak in favor or against the agenda item.

A motion was made by Commissioner Webster to approve recommending an ordinance granting a Conditional Use Permit (CUP) to allow for an accessory dwelling unit on property described as Evergreen Subdivision Phase Four, Block One (1), Lot Eleven (11), generally located at 2536 Jubilation Drive, Harker Heights, Bell County, Texas. Commissioner Stegmeyer seconded the motion. **The motion was approved (8-0).**

Agenda Item VII New Business:

1. CP20-04 Discuss and consider approving a request for Concept Plan for the plan referred to as The Village at Nolan Heights on property described as a 47.626 acre tract of land in Bell County, Texas, being part of the H.B. Littlefield Survey, Abstract No. 511, the land herein described being part of a called 113.5 acre tract of land conveyed to Robert Don Sutton, Trustee, generally located north of Killeen Independent School No. 14 along Warriors Path, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicant chose to table their agenda item for a concept plan on December 2, 2020 due to the Planning and Zoning Commission's vote to recommend disapproval of the rezone request for the property from R-1 to R-2. She explained the applicant has submitted for a concept plan to develop 27.626 acres of land and to built 132 single family homes and 20 duplexes. She noted that the development would have three points of ingress/egress. Ms. Peres stated that the request for rezone had been approved by City Council via a supermajority vote on December 8, 2020 and therefore the applicant has come back to present their request for Concept Plan approval.

The applicant, Dustin King of 8305 Dorset, Killeen, Texas, was present in person to represent his request. Mr. King explained that the subdivision would consist of single family and duplex development and that the duplexes would consist of 2,700 square feet with concrete flooring, granite counter tops, and masonry façade.

A motion was made by Commissioner McCann to approve a request for Concept Plan for the plan referred to as The Village at Nolan Heights on property described as a 47.626 acre tract of land in Bell County, Texas, being part of the H.B. Littlefield Survey, Abstract No. 511, the land herein described being part of a called 113.5 acre tract of land conveyed to Robert Don Sutton, Trustee, generally located north of Killeen Independent School No. 14 along Warriors Path, Harker Heights, Bell County, Texas. Commissioner Shine seconded the motion. **The motion was approved (8-0).**

2. CP21-01 Discuss and consider approving a request for Concept Plan by Remco Properties, LLC for Concept Plan amendment of Amy Lane Addition Concept Plan, on property described as a 6.917 acres of land, more or less, part of the Cullendar Keele Survey, Abstract No. 991, and the J. Thomlinson Survey, Abstract No. 813, generally located within the 700 block of S. Amy Lane, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicants request for a concept plan. She explained the plan consists of 21 duplex lots to include a total of forty-two units. The plan includes five-foot sidewalks on either side of the proposed public street to serve all residents within the development and connect to the existing sidewalk on Amy Lane.

Bob Mitchell with Mitchell and Associates, office located at 102 N College Street, Killeen, Texas, was present via teleconference to represent the Concept Plan.

A motion was made by Secretary Parker to approve a request for Concept Plan by Remco Properties, LLC for Concept Plan amendment of Amy Lane Addition Concept Plan, on property described as a 6.917 acres of land, more or less, part of the Cullendar Keele Survey, Abstract No. 991, and the J. Thomlinson Survey, Abstract No. 813, generally located within the 700 block of S. Amy Lane, Harker Heights, Bell County, Texas.

- Condition 1: A waiver is granted to allow a single access and secondary emergency access as depicted (Concept Plan submitted 12/9/2020).

Commissioner Shine seconded the motion. **The motion was approved (7-1). Vice Chairman Robison denied the motion.**

3. P21-02 Discuss and consider a request for final plat approval for the subdivision referred to as Cedarbrook Ridge Phase Two, on property described 72.18 acres of land situated in the H.R. Morrell Survey, Abstract No. 579, the Lucy O'Dell Survey, Abstract No. 644, and the J.T.W. Hallmark Survey, Abstract No. 413, Bell County, Texas, and being a portion of a called 112.09 acre tract of land described as Tract II by a deed to WBW Land Investments, LP, recorded in Document No. 201100006237, Real Property Records of Bell County, Texas and also being all of a called 41.14 acre tract of land as described by a deed to WBW Land Investments, LP, recorded in Document No. 201100008134, Real Property Records of Bell County, generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicants request for a final plat for Cedarbrook Ridge Phase Two.

Josh Welch with WBW Development Group was present in person to represent the final plat request.

A motion was made by Secretary Parker to approve a request for final plat approval for the subdivision referred to as Cedarbrook Ridge Phase Two, on property described 72.18 acres of land situated in the H.R. Morrell Survey, Abstract No. 579, the Lucy O'Dell Survey, Abstract No. 644, and the J.T.W. Hallmark Survey, Abstract No. 413, Bell County, Texas, and being a portion of a called 112.09 acre tract of land described as Tract II by a deed to WBW Land Investments, LP, recorded in Document No. 201100006237, Real Property Records of Bell County, Texas and also being all of a called 41.14 acre tract of land as described by a deed to WBW Land Investments, LP, recorded in Document No. 201100008134, Real Property Records of Bell County, generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas. Commissioner Stegmeyer seconded the motion. **The motion was approved (8-0).**

4. P21-03 Discuss and consider a request for final plat approval for the subdivision referred to as Cedarbrook Ridge Phase Three, on property described as 12.02 acres of land situated in the H.R. Morrell Survey, Abstract No. 579, the Lucy O'Dell Survey, Abstract No. 644, the J.T.W. Hallmark Survey, Abstract No. 413, Bell County, Texas, and being a portion of a called 112.09 acre tract of land described as Tract II by a deed to WBW Land Investments, LP, recorded in Document No. 201100006237, Real Property Records of Bell County, generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicants request for a final plat for Cedarbrook Ridge Phase Three.

Josh Welch with WBW Development Group was present in person to represent the final plat request.

A motion was made by Secretary Parker to approve a request for final plat approval for the subdivision referred to as Cedarbrook Ridge Phase Three, on property described as 12.02 acres of land situated in the H.R. Morrell Survey, Abstract No. 579, the Lucy O'Dell Survey, Abstract No. 644, the J.T.W. Hallmark Survey, Abstract No. 413, Bell County, Texas, and being a portion of a called 112.09 acre tract of land described as Tract II by a deed to WBW Land Investments, LP, recorded in Document No. 201100006237, Real Property Records of Bell County, generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas. Commissioner McCann seconded the motion. **The motion was approved (8-0).**

5. P21-04 Discuss and consider a request for final plat approval for the subdivision referred to as Freedom Park Subdivision Phase Two, on property described as 1.679 acres of land situated in the V.L. Evans Survey, Abstract No. 288, and being all of lots three (3), four (4), and five (5) in Block Three (3) of Kern Terrace Extension Two as recorded in Cabinet A, Slide 225-A of Plat Records of Bell County, Texas and also being the remainder of a 2.488 acre tract of land conveyed to Advanced Specialty Services recorded in Document No. 20200025486 of the Official Public Records of Bell County, Texas, generally located along N. Mary Jo Drive within Jan Circle, a private drive in Harker Heights, Bell County, Texas.

The applicant requested in writing to table their application.

Chairman Robison then adjourned the teleconference meeting of the Planning and Zoning Commission at 8:39 P.M.


Larry Robison, Chairman



DATE:

1-27-2021

Adam Parker, Secretary



DATE: ~~1-27-2021~~

2-1-2021