



**Harker Heights
Planning and Zoning
Commission
Workshop and Meeting**

**Wednesday,
April 25, 2018
5:30 P.M.**



**PLANNING & ZONING COMMISSION
WORKSHOP AND MEETING AGENDA
HARKER HEIGHTS CITY HALL
WEDNESDAY, APRIL 25, 2018 - 5:30 P.M.**

Notice is hereby given that, beginning at 5:30 P.M. on April 25, 2018, the Planning and Zoning Commission (P&Z) of the City of Harker Heights, Texas, will hold a Workshop; then, beginning at 6:30 P.M. on April 25, 2018, and continuing from day to day thereafter if necessary the Planning and Zoning Commission (P&Z) of the City of Harker Heights, Texas, will hold a Meeting in the Kitty Young Council Chambers of the Harker Heights City Hall at 305 Millers Crossing, Harker Heights, Texas 76548. The subjects to be discussed are listed in the following agenda:

WORKSHOP AGENDA

- I.** Convene Workshop at 5:30 P.M.
- II.** New Business:
 1. Receive & discuss a presentation from the Retail Coach.
 2. Receive and discuss a presentation by staff regarding Code Enforcement.
- III.** Adjourn Workshop.

MEETING AGENDA

- I.** Convene Regular Meeting of the Planning and Zoning Commission and establish a quorum.
- II.** Approval of Minutes from the Regular Planning and Zoning Meeting held on March 28, 2018.
- III.** Recognition of Affidavits for Conflict-of Interest.
- IV.** Report on Development Activity.
- V.** Report on City Council actions results of the April 10, 2018 meeting.
- VI.** Public Hearings:
 1. **Z18-05** Conduct a public hearing to discuss and consider a rezoning request from R-1 (One Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as WILDEWOOD ACRES, BLOCK 001, LOT 0009, & 20' STRIP ADJ ON N, identified as Property ID# 32902, generally located at 917 Ramblewood Drive and property described as WILDEWOOD ACRES, BLOCK 001, LOT 0008, & 20' STRIP ADJ ON N, identified as Property ID # 32901, generally located at 915 Ramblewood Drive, Harker Heights, Bell County, Texas.

2. **Z18-06** Conduct a public hearing to discuss and consider a Conditional Use Permit (CUP) request to allow an accessory use permit on property described as Whitten Place, Block 001, and Lot 0009, Property ID #90800, generally located at 1107 Old Oak Road, Harker Heights, Bell County, Texas.

- VII.** Citizens to be heard.
- VIII.** Reports from Commissioners.
- IX.** Staff Comments.
- X.** Adjournment.

Posted: April 20, 2018

Time: 10:00 A.M.

Ty Hendrick

Ty Hendrick
Planning & Development Administrative Assistant – City of Harker Heights



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WORKSHOP AND MEETING AGENDA
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PLANNING AND ZONING COMMISSION MEMORANDUM

AGENDA ITEM #V

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING AND DEVELOPMENT
DATE: APRIL 25, 2018

At the regular called meeting of the Planning and Zoning Commission held March 28, 2018, the Commission forwarded the items below to the City Council at their regular meeting on April 10, 2018.

Z18-04 Conduct a public hearing to discuss and consider a rezoning request from B-1 (Office District) to B-4 (Secondary and Highway Business District) on property described as 1.033 Acres out of the W.E. Hall Survey, Abstract 1086, and S.H. Osborne Survey, Abstract 646, Bell County, Texas described in Volume 4180, Page 131 Deed Records of Bell County, Texas, identified as Property ID# 130894, generally located at 331 Indian Trail, Harker Heights, Bell County, Texas.

Planning and Zoning Commission – Approved (7-0)
City Council – Approved – (5-0)

P18-103 Discuss and consider a request from Preliminary/Final Plat approval for the purpose of subdividing lots and extending City infrastructure on property described as 2410 Live Oak Addition Amended (L2 B1), Block 001, Lot 002R, 13.900AC, Property ID# 464404, generally located south of 525 E. Knights Way (E. FM 2410) Harker Heights, Bell County, Texas.

Planning and Zoning Commission – Approved (7-0)
City Council – Approve (5-0)



PLANNING AND ZONING COMMISSION MEMORANDUM

Z18-05 AGENDA ITEM VI-1

FROM: THE OFFICE OF THE PLANNING AND DEVELOPMENT DIRECTOR
DATE: APRIL 25, 2018

DISCUSS AND CONSIDER A REZONING REQUEST FROM R-1 (ONE FAMILY DWELLING DISTRICT) TO R-2 (TWO FAMILY DWELLING DISTRICT) ON PROPERTY DESCRIBED AS WILDEWOOD ACRES, BLOCK 001, LOT 0009, & 20' STRIP ADJ ON N, IDENTIFIED AS PROPERTY ID# 32902, GENERALLY LOCATED AT 917 RAMBLEWOOD DRIVE AND PROPERTY DESCRIBED AS WILDEWOOD ACRES, BLOCK 001, LOT 0008, & 20' STRIP ADJ ON N, IDENTIFIED AS PROPERTY ID # 32901, GENERALLY LOCATED AT 915 RAMBLEWOOD DRIVE, HARKER HEIGHTS, BELL COUNTY, TEXAS.

EXPLANATION:

The applicant is requesting a change from the current zoning of R-1 (One-Family Dwelling District) to R-2 (Two Family Dwelling District) on adjacent properties located at 915 and 917 Ramblewood Drive. This request is to enable the applicant to construct a two-family residence (duplexes) on each lot.

Existing Use:

The properties currently contain a dilapidated single-wide manufactured home that straddles the property line into both lots. Surrounding land uses include double-wide manufactured homes to the west, single family residences to the north, a duplex and a single-wide manufactured home to the south, as well as a duplex to the north of the property. Generally, the area is comprised of mixed residential uses of duplexes, manufactured homes, vacant land, and single family dwellings. Staff believes the proposed duplex will be of greater value for the land, neighborhood and the city than the existing use. There are existing duplexes in the neighborhood and as such the proposed use will be compatible with the neighborhood.

Zoning:

Current zoning for the property is R-1 (One-Family Dwelling District). Adjacent and surrounding zoning includes R-1 (Single Family Dwelling District) to the north. The east, south and west of the property are comprised of R-1(M) (One-Family Manufactured Home Dwelling District) and R-2 (Two-Family Dwelling District) zoning districts. Due to the presence of existing R-2 districts in the general vicinity of the property, the proposed rezoning from R-1 to the R-2 district would be compatible with the neighborhood, and would likely not have any adverse impacts on surrounding residential zoning districts.

Future Land Use:

Per the City's Future Land Use Map, the subject property is currently located in an area designated as SFR (Single Family Residential). The proposed rezoning of this tract of

land to R-2 (Two-Family Dwelling District) while not consistent with the 2007 City of Harker Heights Comprehensive Plan would be acceptable based upon the existing land uses in the area. Currently the surrounding residences and surrounding zoning is a mixture of Manufacture Homes, Stick Built Homes, and Duplexes.

Flood Damage Prevention:

No portion of this property lies within the 100 year or 500 year flood hazard areas.

Notices:

Staff sent out forty-nine (49) notices to property owners within the 400 foot notification area. To date there were zero (0) responses received in favor of the request, and zero (0) responses received in opposition of the request.

RECOMMENDATION:

Staff recommends approval of an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to R-2 (Two-Family Dwelling District) on the property described as Wildewood Acres, Block 001, Lot 0009, and 20' strip adjacent on North, identified as Property ID# 32902, generally located at 917 Ramblewood Drive and property described as Wildewood Acres, Block 001, Lot 0008, and 20' strip adjacent on North, identified as Property ID# 32901, generally located at 915 Ramblewood Drive, Harker Heights, Bell County, Texas based on the following;

1. The proposed use and rezoning is compatible with existing uses in the neighborhood.
2. The proposed use and rezoning would not likely have any adverse impact on adjoining uses and zoning districts.

ACTION BY PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to R-2 (Two-Family Dwelling District) on the property described as Wildewood Acres, Block 001, Lot 0009, and 20' strip adjacent on North, identified as Property ID# 32902, generally located at 917 Ramblewood Drive and property described as Wildewood Acres, Block 001, Lot 0008, and 20' strip adjacent on North, identified as Property ID# 32901, generally located at 915 Ramblewood Drive, Harker Heights, Bell County, Texas based on staff's recommendation and findings.
2. Any other action deemed necessary.

ATTACHMENTS:

1. Application
2. Location Map
3. Existing Land Use Map
4. Zoning Map
5. Future Land Use Map
6. Notification Area Map



City of Harker Heights
Planning & Development
305 Millers Crossing
Harker Heights, TX 76548
Phone: (254) 953 5647

Rezoning Request Application

Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED
This application must be completed and returned to the Planning and Development Department of the City of Harker Heights, Texas along with the following:
1. Pre-Application Meeting Scheduled
2. Payment of \$300.00 to the City of Harker Heights

Property Owner(s) Name: Abner + Jovy Nito Date: 3/5/18

Address: PO BOX 11235 Killeen TX 76542
e/o Chris Doose

City/State/Zip: _____

Phone: 512-944-4820 E-mail: dooseiv@msn.com

Legal Description of Property:

Location of Property (Address if available): 915 + 917 Ramblewood Drive

Lot: 8 + 9 Block: 01 Subdivision: Wildewood Acres

Acres: _____ Property ID: 32901/32902 Survey: _____

For properties not in a recorded subdivision please submit a copy of a current survey showing the property's proposed to be changed, and/or legal field notes.

Proposed Use: Duplexes

Current Zoning Classification: R1 Proposed Zoning: R2

Current Land Use: MH Proposed Land Use: R2

Applicant's Representative (if applicable):

Applicant's Representative: Chris Doose / Raymond Hamden

Phone: 512-944-4820 E-Mail: chris.e.flintrock@wildier

I, being the undersigned applicant of the property herein described, hereby make application for approval of plans submitted and made a part of the application in accordance with the provisions of the City of Harker Heights Ordinances, and hereby certify that the information provided is true and correct to the best of my knowledge and belief.

I, being the undersigned applicant, understand that failure to appear to represent a request shall be deemed a request to withdraw the proposal, or Chris Doose, or Raymond Hamden will represent the owner.

Abner + Jovy Nito
Printed Name of Property Owner

Raymond Hamden
Printed Name of Representative

Chris Doose
Printed Name of Representative

Signature of Property Owner
Raymond Hamden

Signature of Representative
Chris Doose

Date Submitted: 3/13/18

STAFF ONLY -- DO NOT FILL OUT BELOW

Pre-Application Meeting

Receipt #: 01325767

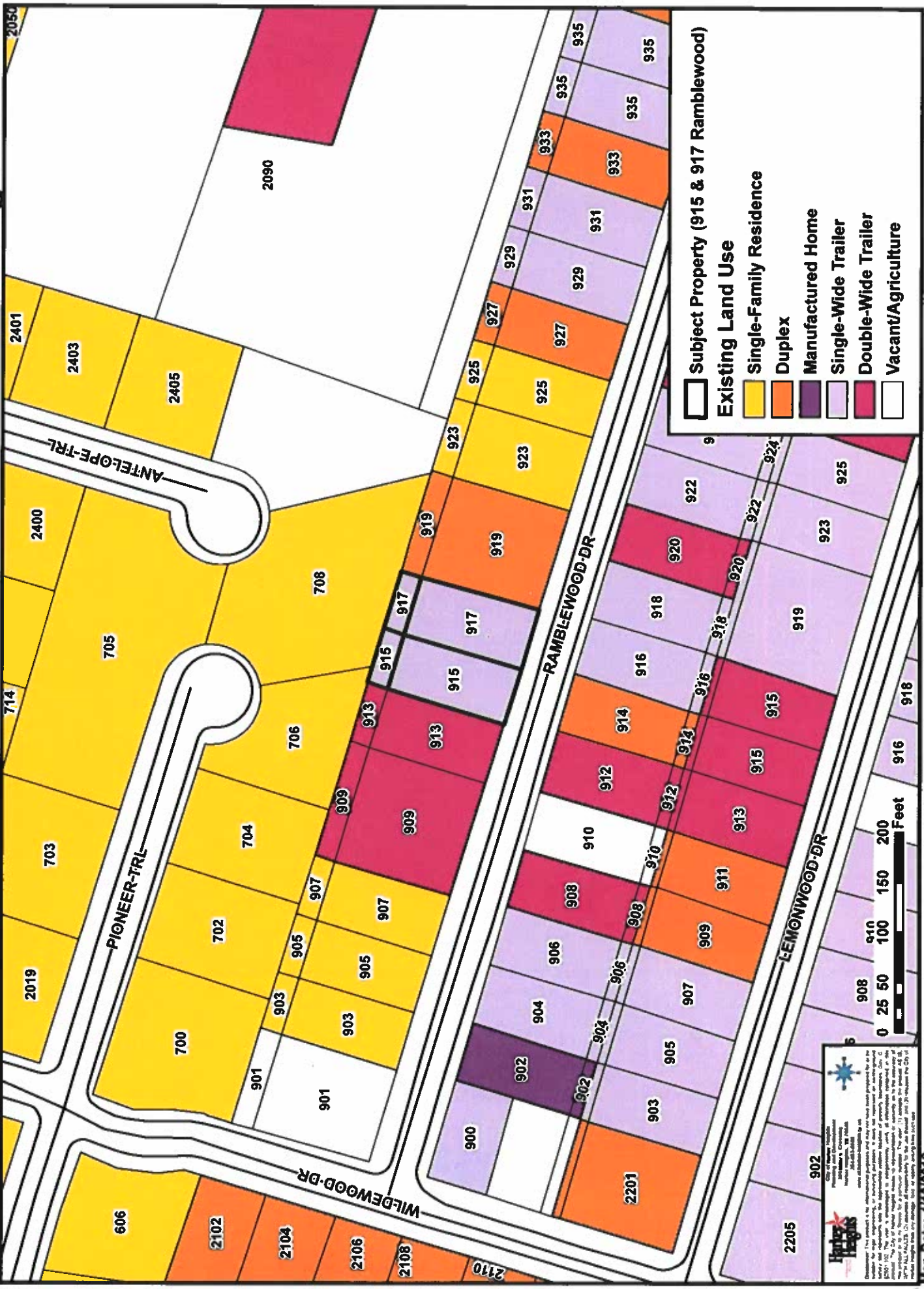
Received By: Operez

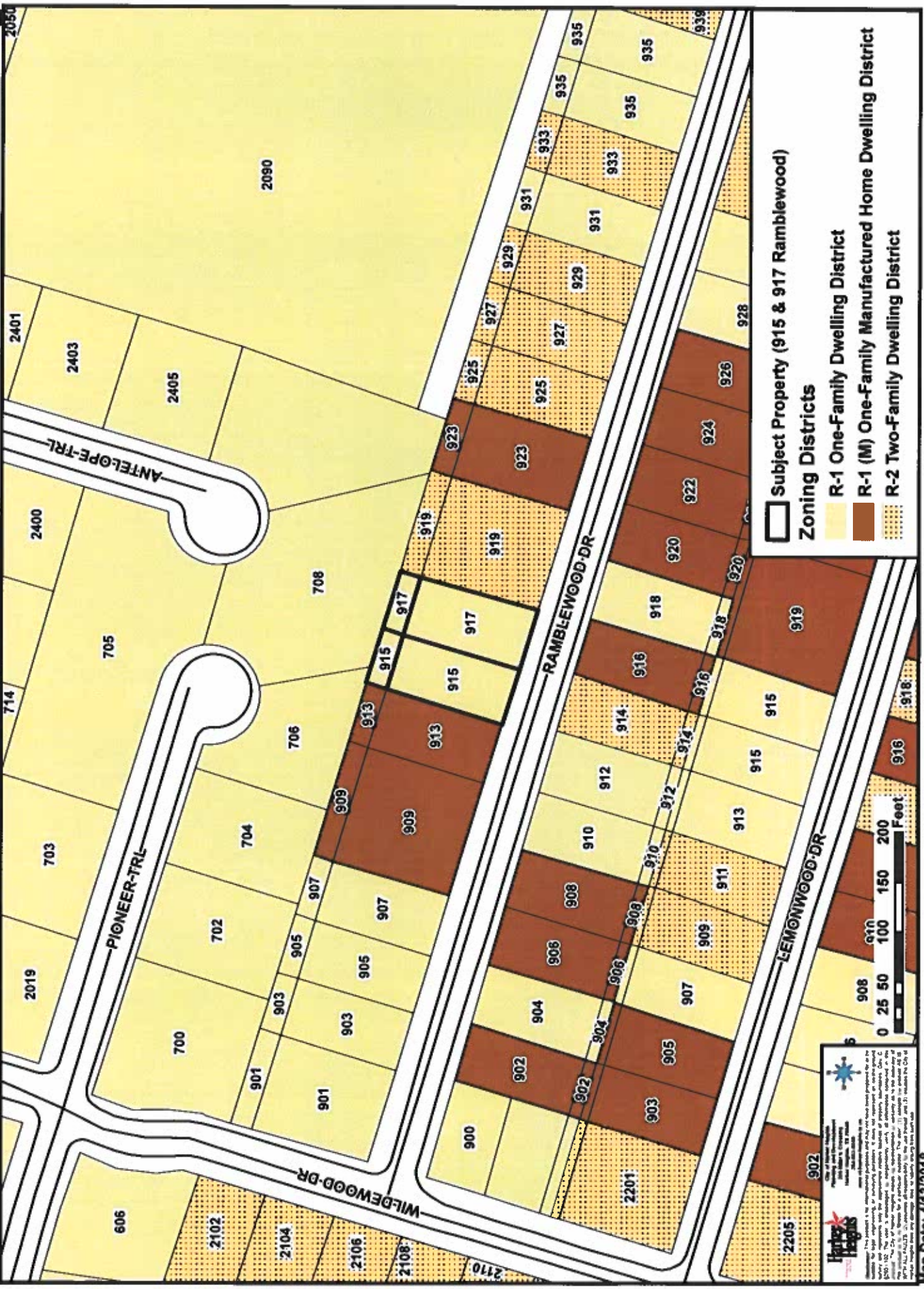
Revised: 2/28/18

Case #: _____

Z18-03

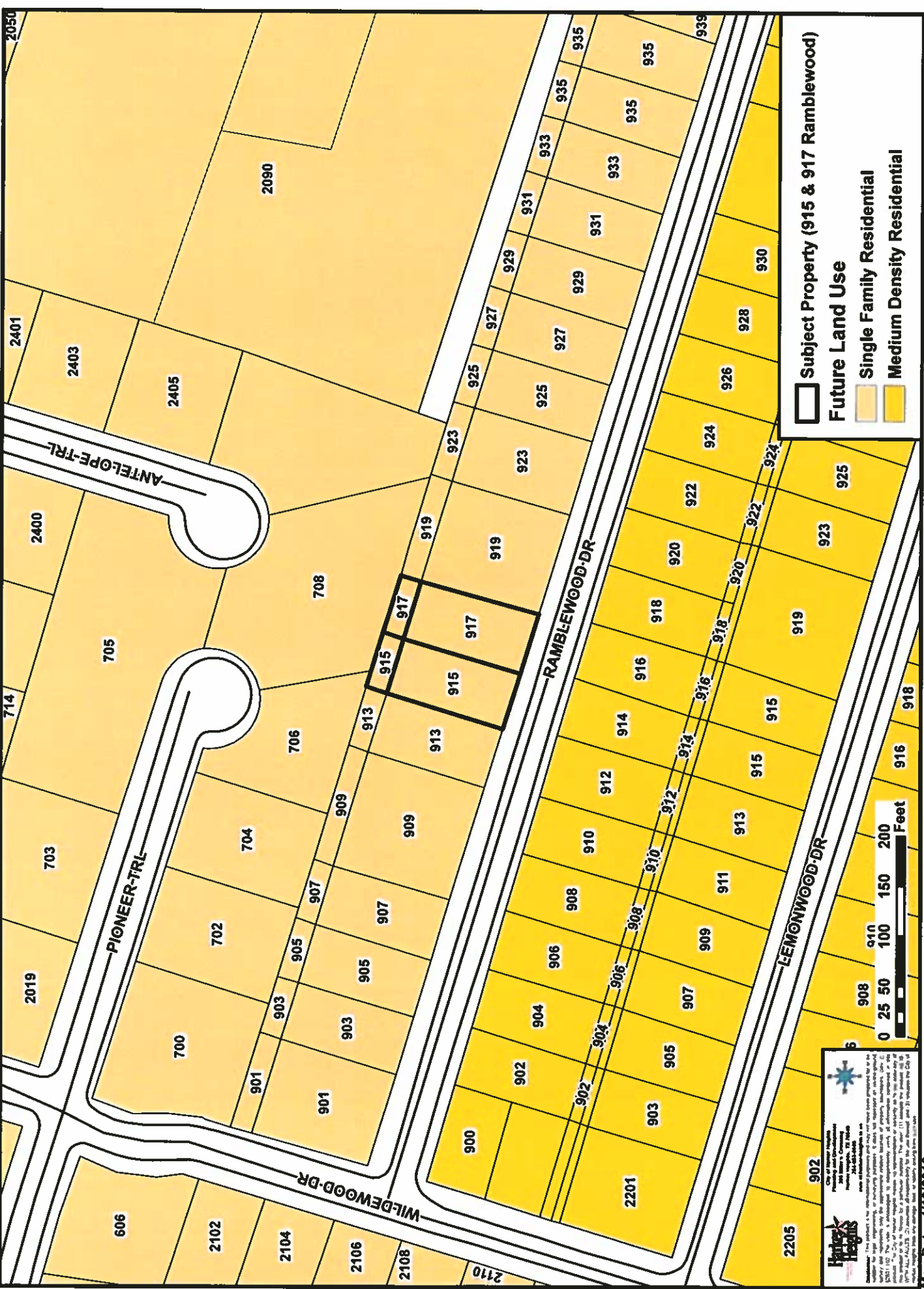
Existing Land Use





Harley Hedges
 City of Pleasanton
 Planning & Zoning Department
 1000 Lakeside Blvd., Suite 200
 Pleasanton, CA 94566
 (925) 461-1000

Map Date: 4/13/2018





PLANNING AND ZONING COMMISSION MEMORANDUM

Z18-06 AGENDA ITEM VI-2

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING AND DEVELOPMENT
DATE: APRIL 25, 2018

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER RECOMMENDING AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT (CUP) REQUEST TO ALLOW AN ACCESSORY DWELLING UNIT ON PROPERTY DESCRIBED AS WHITTEN PLACE, BLOCK 001, AND LOT 0009, PROPERTY ID #90800, GENERALLY LOCATED AT 1107 OLD OAK ROAD, HARKER HEIGHTS, BELL COUNTY, TEXAS.

EXPLANATION:

The applicant is requesting a Conditional Use Permit (CUP) to allow an accessory dwelling unit to be used for a relative on property located at 1107 Old Oak Road. 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 has met with staff to discuss their intentions with the property to ensure City codes and zoning requirements are understood and successfully met. The applicant informed staff they intend to construct an accessory dwelling structure to permanently house a family member. The accessory building will be located in the backyard, behind the existing six-foot privacy fence. The dwelling will be approximately 500 square feet and all construction will comply with the City's Residential Building Code.

Existing Use:

The property is currently a single family home. The neighborhood is made up of primarily single family residences with several large vacant tracts of land. A survey of the area showed that a sizable number of houses in the subdivision have accessory structures mostly located at the rear of the primary house. This CUP, if granted, would not interfere with the property's primary use as a single family home. The proposed change would not alter or have any significant impact on the square footage of the primary house, setbacks or any other development regulations. The proposed use would therefore not likely have any adverse impact on adjoining land uses in the neighborhood.

Zoning:

Current zoning for the property is R-1 (One-Family Dwelling District). All adjacent and surrounding properties are zoned R-1 (One-Family Dwelling District). The proposed use will be for residence only, which the R-1 zoning district allows via a Conditional Use Permit. The use will also meet all applicable setbacks and development requirements outlined in the Zoning Ordinance. The proposed accessory dwelling unit would therefore not likely have any adverse effects on the surrounding residential zoning districts.

Future Land Use:

Per the City's Future Land Use Map, the subject property is currently located in an area designated as Single Family Residential (SFR). The residential dwelling unit is an accessory to the primary house and does not violate the intent or ideals of Single Family Residential (SFR) use if it meets all development regulations. Hence granting the conditional use permit would be consistent with the 2007 City of Harker Heights Comprehensive Plan.

Flood Damage Prevention:

No portion of this property lies within the 100 year or 500 year flood hazard areas.

Notices:

Staff sent out thirty (30) notices to property owners within the 400 foot notification area. There were zero (0) responses received in favor of the request, and zero (0) responses received in opposition of the request.

RECOMMENDATION:

Staff recommends approval to consider recommending an ordinance granting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as Whitten Place, Block 001, and Lot 009, Property ID# 90800, generally located at 1107 Old Oak Road, Harker Heights, Bell County, Texas based on the following in accordance to Section 155.201 of the Harker Heights Code of Ordinance, based upon the following:

1. The proposed use conforms with applicable regulations and standards established by the City's Building and Development Code;
2. The proposed use will be consistent with the objectives and purposes of the zoning district in which the development is located, or the goals, objectives and policies set forth in the 2007 City of Harker Heights Comprehensive Plan;
3. The proposed use will be compatible with existing or permitted uses on abutting sites because of use, building height, setbacks, square footage, landscaping and access to the site;
4. The proposed use is suitable to the premises or structure(s) in which it will be conducted; and
5. The proposed use will not be detrimental to the public health, safety or welfare, nor will materially injure property or improvements in the vicinity.

ACTION BY PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval an ordinance granting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as Whitten Place, Block 001, and Lot 0009, Property ID# 90800, generally located at 1107 Old Oak Road, Harker Heights, Bell County, Texas based on staff's recommendation and findings.
2. Any other action deemed necessary.

ATTACHMENTS:

1. Application
2. Letter of Intent
3. Site Plan
4. Location Map
5. Zoning Map
6. Existing Land Use Map
7. Future Land Use Map
8. Notification Area Map



City of Harker Heights
 Planning & Development
 305 Millers Crossing
 Harker Heights, TX 76548
 Phone: (254) 953-5647

Conditional Use Permit Application

Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED

This application must be completed and returned to the Planning and Development Department of the City of Harker Heights, Texas along with the following:

1. Pre-Application Meeting Scheduled
2. Payment of \$200.00 to the City of Harker Heights
3. Site Plan
4. Letter of Intent

Property Owner(s) Name: Terry + Jacqueline Fountain Date: 28 MARCH 2018

Address: 1107 OLD OAK RD

City/State/Zip: HARKER HEIGHTS

Phone: (254) 258-3524 E-mail: RANGER275@GMAIL.COM

Legal Description of Property:

Location of Property (Address if available): 1107 OLD OAK RD

Lot: _____ Block: _____ Subdivision: _____

Acres: _____ Property ID: _____ Survey: _____

For properties not in a recorded subdivision please submit a copy of a current survey showing the property's proposed to be changed, and/or legal field notes.

Current Zoning Classification: _____ Future Land Use Designation: _____

Applicant's Representative (if applicable):

Applicant's Representative: _____

Phone: _____ E-Mail: _____

ATTACH A SITE PLAN: Provide a plan drawn to scale to illustrate the boundaries of the area, location of all existing and proposed structure(s), gross floor area and location of building entrances and exits.

ATTACH A LETTER OF INTENT: Provide a detailed description of the proposed use including but not limited to: the changes to the site, structure(s), landscaping, parking and land use in reference to the Harker Heights Code of Ordinances Section 155.021 Conditional Use Permit.

I, being the undersigned applicant of the property herein described, hereby make application for approval of plans submitted and made a part of the application in accordance with the provisions of the City of Harker Heights Ordinances, and hereby certify that the information provided is true and correct to the best of my knowledge and belief.

I, being the undersigned applicant, understand that failure to appear to represent a request shall be deemed a request to withdraw the proposal, or _____ will represent the owner.

Terry Fountain
 Printed Name of Property Owner

[Signature]
 Signature of Property Owner

Jacqueline Fountain
 Printed Name of Representative

[Signature]
 Signature of Representative

Date Submitted: 3/28/2018

STAFF ONLY - DO NOT FILL OUT BELOW

Pre-Application Meeting

Receipt #: 01328949

Received By: WENDY EVERETT

Revised: 2/28/18

Case #: _____

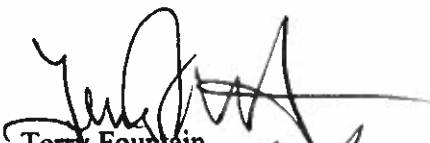
March 28, 2018


To: City Of Harker Heights Planning and Zoning and City Council

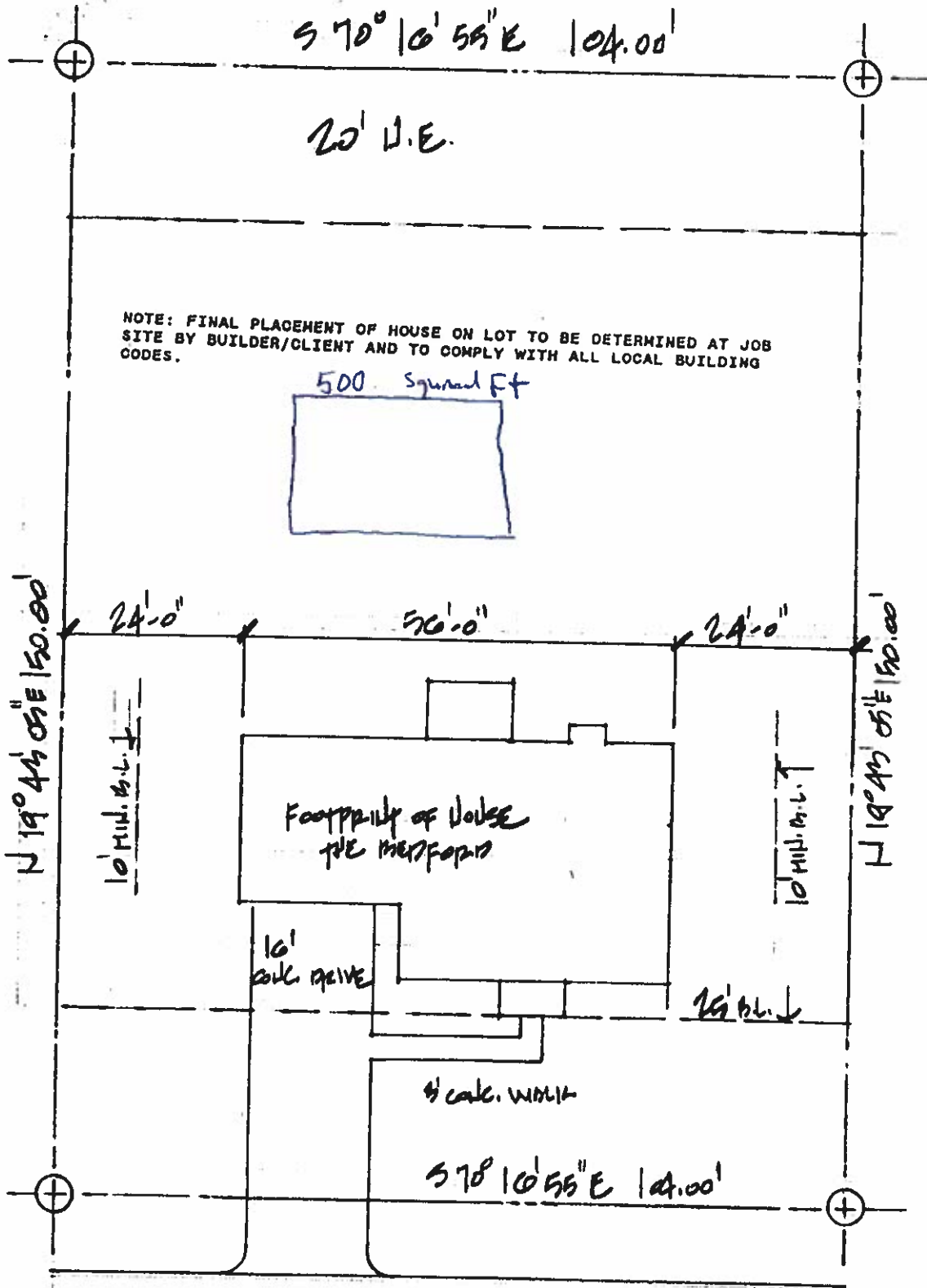
Subject: Request approval CUP for the purpose of Building An Accessory Building On Our Property

1. Terry & Jackeline Fountain request approval for a conditional use permit (CUP). The propose of this request is to build an accessory building on our property 1107 Old Oak Road, Harker Heights Texas. This accessory building will be used by my parents who will be relocating from Puerto Rico to Texas due to Hurricane Maria.

2. If I can be of any further assistance, please contact me at #254-258-3225 or Jackfount@msn.Com.


Terry Fountain


Jackeline S. Fountain

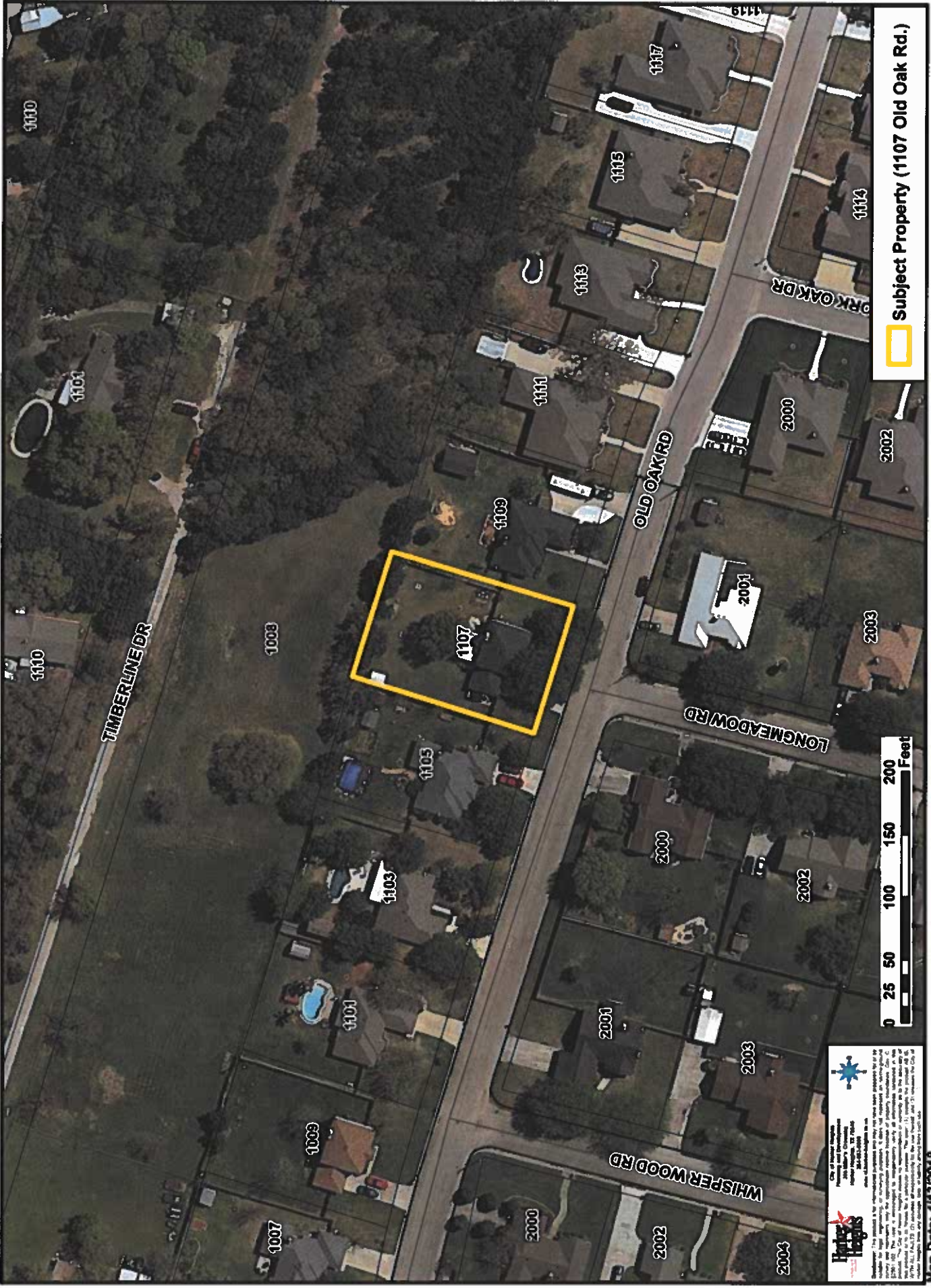


1107 OLD OAK ROAD

Lot 9
 Block 1
 Willyard Place Sub.
 Harper Heights, TX

Z18-06

Location

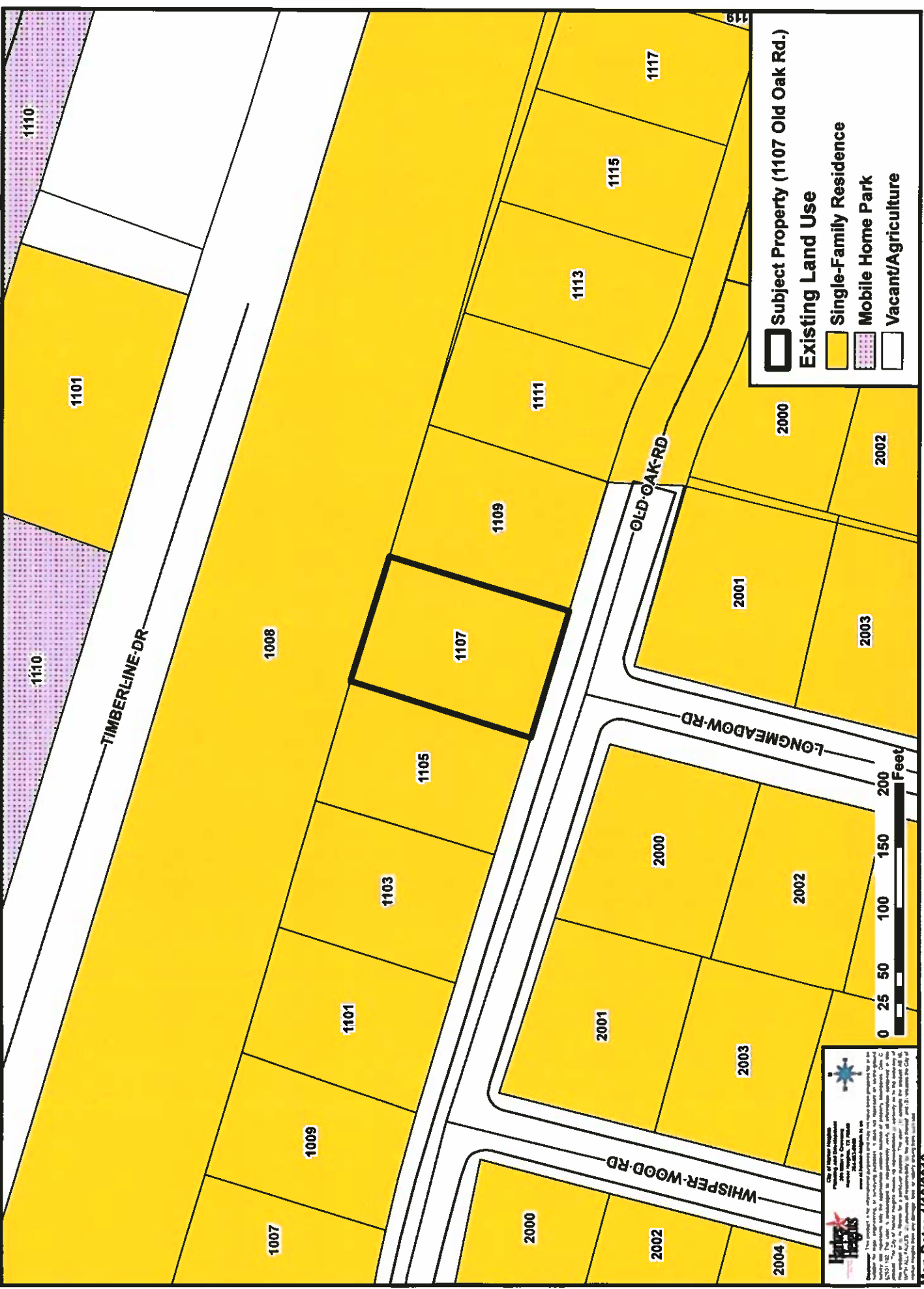


Subject Property (1107 Old Oak Rd.)

Harbor Heights
 City of Harbor Heights
 Planning & Zoning Department
 10000 Harbor Blvd, Suite 100
 Harbor Heights, WA 98026
 Phone: (206) 835-1313
 Fax: (206) 835-1314
 Website: www.harborheights.gov

This document is for informational purposes only. It does not constitute a final decision by the City of Harbor Heights. The City of Harbor Heights reserves the right to amend or withdraw any information or data shown on this map at any time without notice. The City of Harbor Heights is not responsible for any errors or omissions on this map.

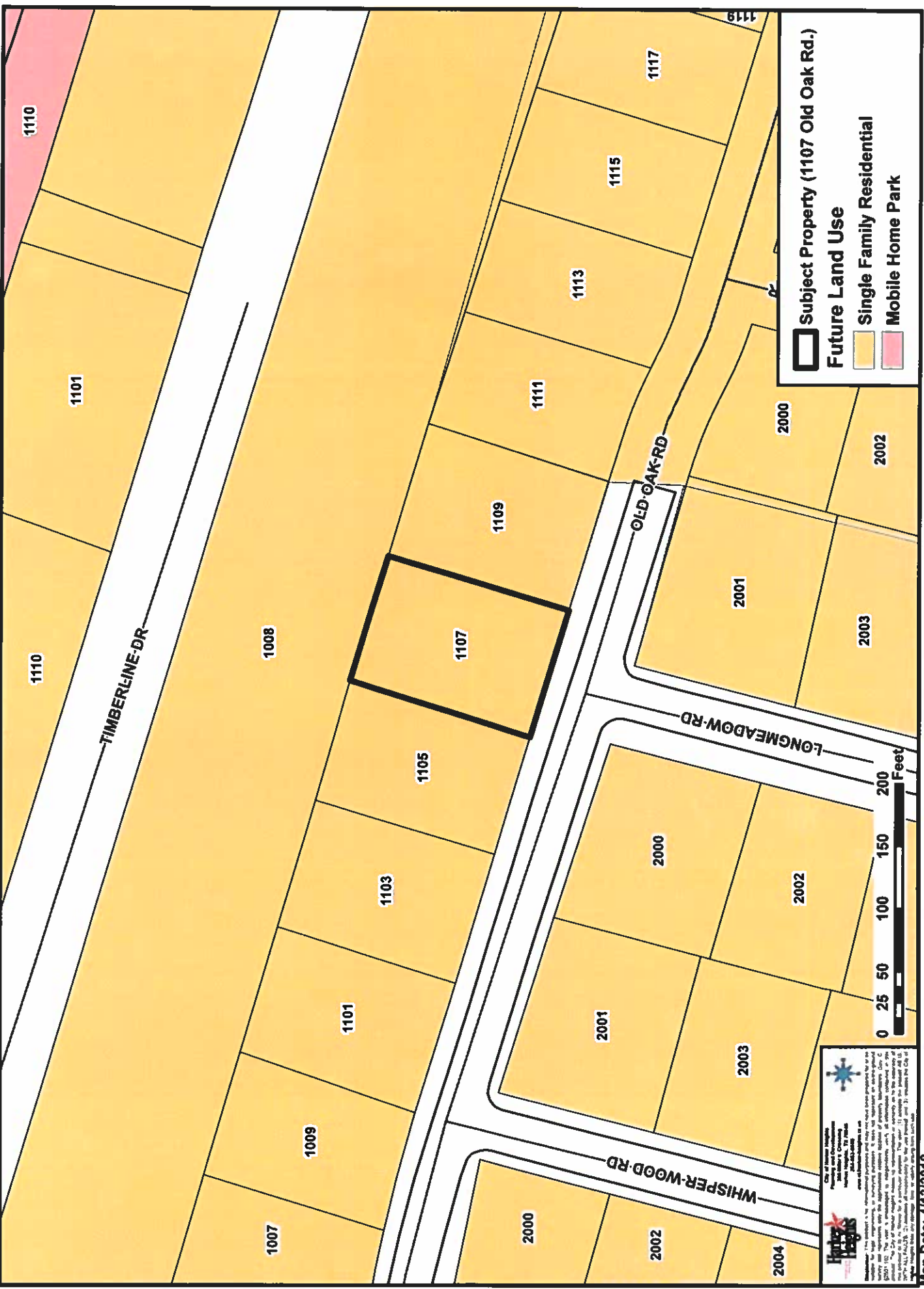
Map Date: 4/13/2018



City of Harbor Heights
 Planning & Community Development
 1107 Old Oak Rd
 Harbor Heights, OH 44130

Map Date: 4/13/2018

This map is for informational purposes only. It does not represent an official record. The City of Harbor Heights is not responsible for any errors or omissions. The City of Harbor Heights is not responsible for any damages or liabilities arising from the use of this map. The City of Harbor Heights is not responsible for any damages or liabilities arising from the use of this map. The City of Harbor Heights is not responsible for any damages or liabilities arising from the use of this map.



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OLD OAK RD

LONGMEADOW RD



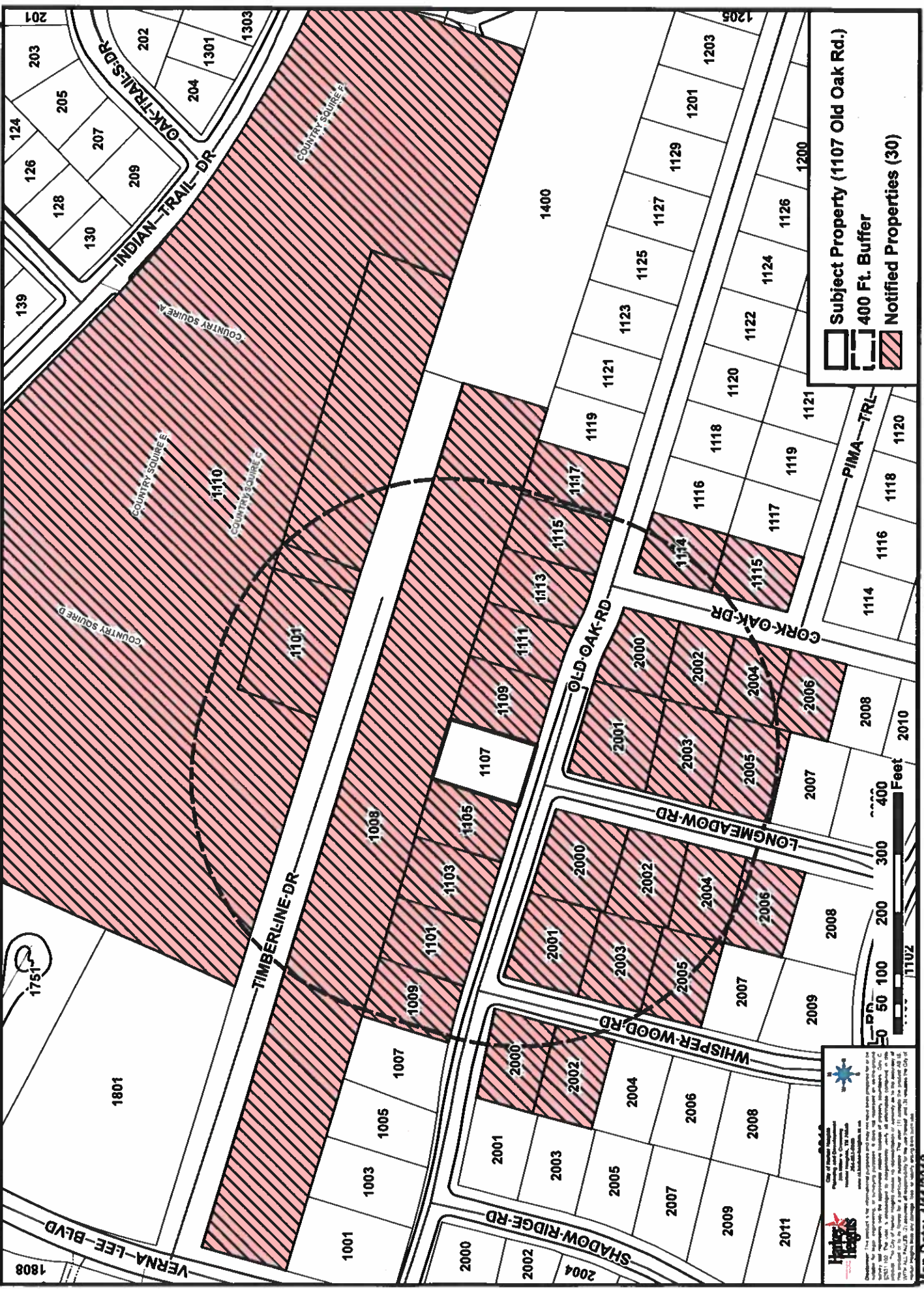
City of Houston
Planning Department
 2800 West Loop West, Suite 200
 Houston, TX 77027
 www.houstontexas.gov

Map Date: 4/13/2018

This map is a representation of the City of Houston's future land use plan. It is not a guarantee of any future action. The City of Houston reserves the right to change the future land use plan at any time without notice. The City of Houston is not responsible for any errors or omissions on this map. The City of Houston is not responsible for any damages or losses resulting from the use of this map. The City of Houston is not responsible for any claims or liabilities resulting from the use of this map. The City of Houston is not responsible for any claims or liabilities resulting from the use of this map.

Z18-00

Notification Map



Harley Higgins
 City of Tucson Planning Department
 2600 N. Oracle Rd., Suite 100
 Tucson, AZ 85705
 Phone: (520) 296-1234
 Fax: (520) 296-1235
 www.tucsonaz.gov

This map is a representation of the information provided to the City of Tucson Planning Department. The City of Tucson Planning Department is not responsible for any errors or omissions on this map. The City of Tucson Planning Department is not responsible for any damages, including consequential damages, arising from the use of this map. The City of Tucson Planning Department is not responsible for any damages, including consequential damages, arising from the use of this map.

Received

SENT: THURSDAY, APRIL 12, 2018
DUE BACK NO LATER THAN APRIL 20, 2018

APR 20 2018

Planning & Development

TO: City of Harker Heights

FROM: Wanda M. Knecht

2000 Long Meadow Rd., H. H., TX 76548
(Address of Your Property that Could Be Impacted by this Request)

RE: An application has been made to consider recommending a Conditional Use Permit (CUP) request to allow an accessory dwelling unit on property described as Whitten Place, Block 001, and Lot 0009, Property ID #90800, generally located at 1107 Old Oak Road, Harker Heights, Bell County, Texas. (see attached location map).

* I RECOMMEND APPROVAL OF THE REQUEST

** I RECOMMEND DENIAL OF THE REQUEST

Comments:

* If dwelling will be for an elderly parent or occasional visitor, that is a KUD and deserves favorable consideration.

** If it is for continuous small business with frequent additional traffic to and from the private main dwelling, additional street side parking could be hazardous. Since Old Oak has opened into expanded Whitten Place, traffic has significantly increased on that long stretch of road from new residents and those cutting through from Indian Trail side-streets.

** Residential speed limit (30mph-35) is grossly ignored already and to may increase more and prevent street parking for residents - more than 2 cars will become an issue of safety!

Wanda M. Knecht
Printed Name

Wanda M. Knecht
Signature
31 yr. resident of above address

April 18, 2018
Date

Received

SENT: THURSDAY, APRIL 12, 2018
DUE BACK NO LATER THAN APRIL 20, 2018

APR 20 2018

Planning & Development

TO: **City of Harker Heights**

FROM: TIM BOOSE
Several on Ramblewood
(Address of Your Property that Could
Be **Impacted** by this Request)

RE: An application has been made to consider recommending a rezoning request from from R-1 (One Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as WILDEWOOD ACRES, BLOCK 001, LOT 0009, & 20' STRIP ADJ ON N, identified as Property ID# 32902, generally located at 917 Ramblewood Drive and property described as WILDEWOOD ACRES, BLOCK 001, LOT 0008, & 20' STRIP ADJ ON N, identified as Property ID # 32901, generally located at 915 Ramblewood Drive, Harker Heights, Bell County, Texas.
(see attached location map).

- I RECOMMEND APPROVAL OF THE REQUEST
- I RECOMMEND DENIAL OF THE REQUEST

Comments: BEST USE

TIM BOOSE
Printed Name

Tim Boose
Signature

4/20/18
Date