

**Minutes of the Harker Heights Planning & Zoning Commission Meeting  
September 28, 2022**

Present:

**Commission**

Larry Robison	Chairman
Robert Robinson III	Vice Chairman
Michael Stegmeyer	Secretary
Stephen Watford	Commissioner
Joshua McCann	Commissioner
Natalie Austin	Commissioner
Jerry Bess	Commissioner
Bary Heidtbrink	Commissioner
Rodney Shine	Commissioner
Elizabeth McDaniel	Alternate Commissioner

**Staff**

Kristina Ramirez	Planning and Development Director
Yvonne K. Spell	City Planner
Michael Beard	Building Official
Daniel Phillips	GIS Analyst/ Planner
Brad Alley	Fire Marshal
Raelin Fiscus	Planning & Development Administrative Assistant

Absent:

**Meeting Agenda:**

Agenda Item I: A quorum was established, the regular meeting for the Planning and Zoning Commission was called to order at 5:30 P.M.

Agenda Item II: Invocation

Agenda Item III: Pledge of Allegiance

Agenda Item IV: The next agenda item was approval of the agenda from the regular Planning and Zoning Meeting for September 28, 2022. Commissioner Heidtbrink made a motion to approve the agenda, and Commissioner Bess seconded the motion. **The motion was approved (9-0).**

Agenda Item V: The next agenda item was approval of the meeting minutes from the regular Planning and Zoning Meeting held on August 31, 2022. Commissioner Shine made a motion to approve the meeting minutes, and Commissioner Heidtbrink seconded the motion. **The motion was approved (9-0).**

Agenda Item VI: Mrs. Spell provided a summary of the City Council results from meetings and workshops between September 1, 2022 and September 28, 2022.

Agenda Item VII: Recognition of Affidavits for Conflict of Interest.

None

Agenda Item VIII: Public Comments:

None

Agenda Item X: **Public Hearing:**

**1. Discuss and consider an ordinance of the City of Harker Heights, Texas amending §154.37 Streets, and §161.01 Section 1, Thoroughfare Plan of the Code of Ordinances and Mobility 2030 Thoroughfare Definitions; clarifying definitions; updating references and providing for an effective date of the amendment**

Mrs. Spell explained the proposed changes to the City of Harker Heights Code of Ordinances §154.37 Streets, and §161.01 Section 1, Thoroughfare Plan of the Code of Ordinances and Mobility 2030 Thoroughfare Definition.

Vice Chair Robinson made a motion to recommend approval of recommending an ordinance to amend City of Harker Heights Code of Ordinances §154.37 Streets, and §161.01 Section 1, Thoroughfare Plan of the Code of Ordinances and Mobility 2030 Thoroughfare Definitions; clarifying definitions; updating references and providing for an effective date of the amendment. Commissioner Shine seconded the motion. **The motion to recommend approval passed (9-0).**

**2. Z22-23 Conduct a public hearing to discuss and consider an ordinance for a Conditional Use Permit (CUP) to allow for uses associated with a B-1 (Office District) zoning on property described as Forest Hills Addition, Block 016, Lot 0004, generally located at 203 E. Knights Way/E. FM 2410, Harker Heights, Bell County, Texas**

Mrs. Spell explained the applicants request for a Conditional Use Permit (CUP) to allow for uses associated with a B-1 (Office District) zoning.

Dok Sun Barton of 203 E. FM 2410, Harker Heights, Texas, 76548, was present to represent this case.

Commissioner Bess made a motion to recommend approval with conditions of an ordinance for a Conditional Use Permit (CUP) to allow for a Barber Shop, Beauty Shop or Beauty Parlor to operate on property described as Forest Hills Addition, Block 016, Lot 0004, generally located at 203 E. Knights Way/E. FM 2410, Harker Heights, Bell County, Texas. Commissioner McCann seconded the motion. **The motion to recommend approval passed (9-0).** The conditions are as follows:

1. The property may operate as a Barber Shop, Beauty Shop, or Beauty Parlor.
2. A maximum of one (1) business may occupy the building.
3. A six (6') foot masonry fence shall be constructed along the rear property boundary. Fences along neighboring properties to either side of the site must be constructed of cedar or pressure treated materials, with support posts located either feet on center, or other



materials and designs as may be approved by the Director of Planning and Development. Additionally, all screening requirements must be completed prior to receiving a Certificate of Occupancy on the property.

4. The external architectural style and appearance of the structure shall maintain a residential character.
5. Parking in the rear yard shall be accessed by a driveway installed on the west side of the property and both driveway and parking area must consist of a permanent, all-weather surface. All patrons must park in the designated parking areas. Parking for patrons will not be allowed on the street or on landscaped areas.
6. Landscaping shall meet the requirements of the B-1 zoning district.
7. All exterior lighting shall be fully shielded and down-lit to prevent light trespass onto surrounding properties.
8. Signage shall consist of:
  1. One (1) wall sign, not to exceed twenty-four (24) square feet may be placed on the front façade wall parallel to the surface to which it is attached. Signage must be externally illuminated, shielded and down lit. In addition, one monument sign listed below may be permitted on site.
    - i. One (1) Monument sign out of the public right-of-way shall be permitted. The sign shall not exceed thirty (30) square feet in area and may not be more than six (6') feet in height. Signage must be externally illuminated, shielded, and down-lit; OR
    - ii. If shared, one (1) Monument sign out of the public right-of-way shall be permitted. The sign shall not exceed sixty (60) square feet in area and may not be more than ten (10') feet in height. Signage must be externally illuminated, shielded, and down lit.
8. No box or channel letter type signs are permitted.
9. No outside storage will be allowed.
10. The site will comply with all other regulations and requirements within the Harker Heights Code of Ordinances.

**3. Z22-24 Conduct a public hearing to discuss and consider an ordinance to change zoning designation from B-5 (General Business District) to R-1 (One-Family Dwelling District) on property described as Stillforest Subdivision Replat (Blks 6-7, 11PT 8), Block 011, Lot PT Blk, (SW 82.37' X 161.68' X 137.88' TRI) Acres 0.13, generally located North of 1003 S. Roy Reynolds Drive, Harker Heights, Bell County, Texas**

Mrs. Spell explained the applicants request for a change in zoning designation from B-5 (General Business District) to R-1 (One-Family Dwelling District).

Paul and Iris Keen of 2910 Apache Loop, Harker Heights, Texas 76548 were present to represent this case.



Secretary Stegmeyer made a motion to recommend approval of an ordinance to change the zoning designation B-5 (General Business District) to R-1 (One-Family Dwelling District) on property described as Stillforest Subdivision Replat (Blks 6-7, 11PT 8), Block 011, Lot PT Blk, (SW 82.37' X 161.68' X 137.88' TRI) Acres 0.13, generally located North of 1003 S. Roy Reynolds Drive, Harker Heights, Bell County, Texas. Commissioner Austin seconded the motion. **The motion to recommend approval passed (9-0).**

**4. Z22-25 Conduct a public hearing to discuss and consider an ordinance to change zoning designation from R-2 (Two-Family Dwelling District) to R2-1 (Two-Family Infill Dwelling District) on property described as A0288BC VL Evans, Acres .78, Property ID #77900, generally located northwest of the intersection of N. Mary Jo Drive and W. Valley Road, Harker Heights, Bell County, Texas**

Mrs. Spell explained the applicants request for a change in zoning designation R-2 (Two-Family Dwelling District) to R2-1 (Two-Family Infill Dwelling District).

Andrea Thompson 204 Docia Lane, Killeen, Texas 76542 was present to represent this case.

Commissioner Heidtbrink made a motion to recommend approval of an ordinance to change zoning designation from R-2 (Two-Family Dwelling District) to R2-1 (Two-Family Infill Dwelling District) on property described as A0288BC VL Evans, Acres .78, Property ID #77900, generally located northwest of the intersection of N. Mary Jo Drive and W. Valley Road, Harker Heights, Bell County. Commissioner Watford seconded the motion. **The motion to recommend approval passed (9-0).**

**5. Z22-26 Conduct a public hearing to discuss and consider an ordinance to change zoning designation from R-1 (One-Family Dwelling District) to R1-I (Single-Family Infill Dwelling District) and R-2I (Two-Family Infill Dwelling District) on property described as Kern Acres 2<sup>nd</sup> Extension & Revision, Block 012, Lot 0016, (TOD Deed), generally located at 132 E. Ruby Road, Harker Heights, Bell County, Texas**

Mrs. Spell explained the applicants request for a change in zoning designation from R-1 (One-Family Dwelling District) to R1-I (Single-Family Infill Dwelling District) and R-2I (Two-Family Infill Dwelling District).

Eddie and Dierdre Bass of 106 Concho Court, Harker Heights, Texas 76548 were present to represent this case.

Stormie Wells of 125 E. Stacie Road, Harker Heights, Texas 76548 spoke in opposition of this request.

Burl Lewis of 115 E. Ruby Road, Harker Heights, Texas 76548 spoke in opposition of this request.

Melvina Hart of 121 E. Ruby Road, Harker Heights, Texas 76548 spoke in opposition of this request.



Secretary Stegmeyer made a motion to recommend denial of an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to R1-I (Single-Family Infill Dwelling District) and R-2I (Two-Family Infill Dwelling District) on property described as Kern Acres 2<sup>nd</sup> Extension & Revision, Block 012, Lot 0016, (TOD Deed), generally located at 132 E. Ruby Road, Harker Heights, Bell County, Texas, based on the proposed R2-I (Two-Family Infill Dwelling District) rezoning not being compatible with the current Comprehensive Plan and Land Use Plan. Commissioner Heidtbrink seconded the motion. **The motion to recommend disapproval passed (9-0).**

**6. Z22-26-F Conduct a public hearing to discuss and consider an ordinance to change land use designation from Low Density Residential to Low Density Residential and Medium Density Residential on property described as Kern Acres 2nd Extension & Revision, Block 012, Lot 0016, (TOD Deed), generally located at 132 E. Ruby Road, Harker Heights, Bell County, Texas**

Mrs. Spell explained the applicants request for an ordinance to change land use designation from Low Density Residential to Low Density Residential and Medium Density Residential.

Eddie and Dierdre Bass of 106 Concho Court, Harker Heights, Texas, 76548, were present to represent this case.

Burl Lewis of 115 E. Ruby Road, Harker Heights, Texas 76548 spoke in opposition of this request.

Secretary Shine made a motion to recommend denial of an ordinance to change land use designation from Low Density Residential to Low Density Residential and Medium Density Residential on property described as Kern Acres 2nd Extension & Revision, Block 012, Lot 0016, (TOD Deed), generally located at 132 E. Ruby Road, Harker Heights, Bell County, Texas based on the proposed land use not being compatible with neighboring properties. Secretary Stegmeyer seconded the motion. **The motion to recommend disapproval passed (9-0).**

**Agenda Item XI: New Business:**

**1. P22-26 Discuss and consider a request for a Preliminary Plat referred to as Habitat for Humanity Northside Addition on property described as a 2.797 acres of land, situated in the V.L. Evans Survey, Abstract 288, Bell County, Texas, being all of the called 2.80 acre tract conveyed to Fort Hood Area Habitat for Humanity, of record in Document Number 2020053778, Official Public Records of Real Property, Bell County, Texas.**

Mrs. Spell explained the applicant's request for a Preliminary Plat referred to as Habitat for Humanity Northside Addition.

Kristin Smith, CEO for Habitat for Humanity, offices located at 2601 Atkinson Dr., Killeen, Texas, 76543, was present to represent this case.

Commissioner McCann made a motion to recommend approval with conditions of a Preliminary Plat referred to as Habitat for Humanity Northside Addition, on property described as being a



2.797 acres of land, situated in the V.L. Evans Survey, Abstract 288, Bell County, Texas, being all of the called 2.80 acre tract conveyed to Fort Hood Area Habitat for Humanity, of record in Document Number 2020053778, Official Public Records of Real Property, Bell County, Texas. The conditions are as follows:

1. All outstanding comments will be addressed per staff recommendation prior to filing of plat with Bell County Public Records.

Vice Chair Robinson seconded the motion. **The motion to recommend approval passed (9-0).**

**2. P22-28 Discuss and consider a request for a Preliminary Plat referred to as Harker Heights Fuller Addition on property described as being part of the Peter Williamson Survey, Abstract No. 1099, Bell County, Texas and being part of that certain called 2.832 acre tract described in a deed from Ralph Frank Schlueter and Gail Schlueter to Scott Vernon and J. Michael Miller on April 6, 2006, recorded in Document No. 2007-00000521 of the Official Public Records of Bell County, Texas.**

Mrs. Spell explained the applicant's request for a Preliminary Plat review for Harker Heights Fuller Addition.

Bob Gage of GBT Realty Corporation, offices located at 9010 Overlook Blvd., Brentwood, TN, 37027, was present to represent this case.

Commissioner Heidtbrink made a motion to recommend approval with conditions of a Preliminary Plat referred to as Harker Heights Fuller Addition, on property described as being part of the Peter Williamson Survey, Abstract No. 1099, Bell County, Texas and being part of that certain called 2.832 acre tract described in a deed from Ralph Frank Schlueter and Gail Schlueter to Scott Vernon and J. Michael Miller on April 6, 2006, recorded in Document No. 2007-00000521 of the Official Public Records of Bell County, Texas. The conditions are as follows:

1. All outstanding comments will be addressed per staff recommendation prior to filing of plat with Bell County Public Records.

Secretary Stegmeyer seconded the motion. **The motion to recommend approval passed (9-0).**

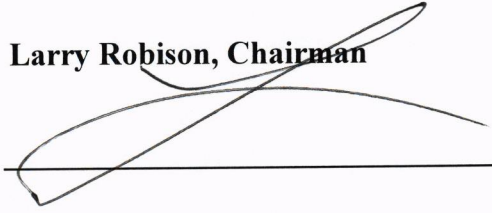
Agenda Item XI: Reports from commissioners

Agenda Item XII: Staff comments:

Mrs. Spell explained that two plat cases were withdrawn from this meeting and will be resubmitted for next months meeting.

Agenda Item XIII: Adjournment of P&Z Meeting. **Chairman Robison then adjourned the meeting of the Planning and Zoning Commission at 7:28 P.M.**

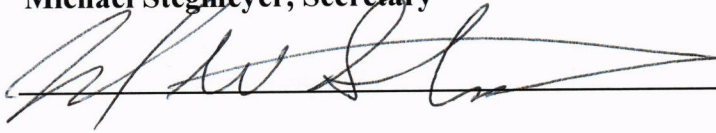
Larry Robison, Chairman



DATE:

10/26/22

Michael Stegmeyer, Secretary



DATE:

10/26/2022