

## PLANNING \& ZONING COMMISSION WORKSHOP \& MEETING THE CITY OF HARKER HEIGHTS WEDNESDAY, JANUARY 6, 2021 - 5:30 P.M. VIA TELECONFERENCE

Notice is hereby given that beginning at beginning at 5:30 P.M. on Wednesday, January 6, 2021, the Planning and Zoning Commission (P\&Z) of the City of Harker Heights will hold a Workshop; then beginning 6:30 P.M. on Wednesday, January 6, 2021, the Planning and Zoning Commission (P\&Z) will conduct a telephonic meeting in order to contain the spread of COVID-19 in accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act issued on March 16, 2020. The subjects to be discussed are listed in the following agenda:

## MEETING WORKSHOP

I. Convene Workshop at 5:30 P.M.
II. Swear in members and alternates of the Planning and Zoning Commission and Building and Standards Commission (as needed).
III. Elect Planning and Zoning Commission Chairman, Vice Chairman, and Secretary.
IV. Elect Building and Standards Commission Officers Chairman, Vice Chairman, and Secretary.
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.
VI. Adjournment of Workshop.

## MEETING AGENDA

I. CALL TO ORDER - Convene Regular Meeting of the Planning and Zoning Commission and establish a quorum.

## II. CONSENT AGENDA:

1. Approval of Minutes from the Regular Planning and Zoning Meeting held on December 2, 2020.
III. Report on City Council results from December 8, 2020 meeting.
IV. Recognition of Affidavits for Conflict of Interest.

## V. PUBLIC COMMENTS:

1. At this time, comments will be taken from the audience on non-agenda related topics, for a length of time not to exceed three minutes per person. To address the Planning and Zoning Commission, please clearly state your name and address for the Planning \& Development Administrative Assistant prior to making a comment. No action may be taken by the Planning and Zoning Commission during Public Comments.

## 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.
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.
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.
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.

## 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.
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.
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.
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.
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.

## VIII. REPORTS FROM COMMISSIONERS

## $I X$. STAFF COMMENTS

## X. ADJOURNMENT

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Planning and Zoning Commission of the City of Harker Heights, Texas, was posted at the Harker Heights Municipal Building, and the City of Harker Heights website which is readily accessible to the public at all times, by 10:00 A.M. on Wednesday, December 30, 2020.

Courtney Peres
Courtney Peres, City Planner

The public may participate remotely in this meeting by dialing-in using:
United States (Toll Free): 1 (877) 568-4106
Access Code: 438-497-829
The public will be permitted to offer public comments telephonically as provided by the agenda. Written questions or comments may be submitted two hours before the meeting to the Planning and Development Department. When submitting your written questions or comments, you must include your Name and Address. Agenda packet and recording of the telephonic meeting will be posted on the City of Harker Heights website at www.harkerheights.gov

Minutes of the Teleconference Meeting of the Harker Heights Planning \& Zoning Commission

December 2, 2020
Present:

Larry Robison
Robert Robinson III
Adam Parker
Noel Webster
Nuala Taylor
Rodney Shine
Stephen Watford
Joshua McCann
Kay Carey
Michael Stegmeyer
Absent:
Chris Albus
Staff:
Kristina Ramirez
Michael Beard
Courtney Peres
Brad Alley
Wilson Everett
Daniel Phillips

Chairman
Vice Chair
Secretary
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner
Alternate Commissioner

Alternate Commissioner

Planning \& Development Director
Building Official
City Planner
Fire Marshal
Planning \& Development
Administrative Assistant
GIS Analyst/ Planner

Agenda Item I: A quorum was established, and the teleconference meeting was called to order at 6:00 PM.

Agenda Item II: Approval of minutes from the October 28, 2020 regular Planning and Zoning Commission meeting. Secretary Parker made the motion to approve the minutes and Commissioner Webster seconded the motion. The motion passed unanimously (9-0).

Agenda Item III: Ms. Peres made a report from the November 10, 2020 City Council meeting.
Agenda Item IV: Ms. Peres addressed any affidavits for Conflict-of-Interest and stated that there were no conflicts of interest.

Agenda Item V: Public Comments. There was no one present who wished to speak.

## Agenda Item VI Public Hearings:

1. $\mathbf{Z 2 0}$-27 Conduct a public hearing to discuss and consider recommending an ordinance to change the zoning designation from R-1 (One Family Dwelling District) to B-4 (Secondary and Highway Business District) on property described as Kern Acres Second Extension and Revision, Block Three (3), Lot Twelve (12), generally located at 106 W. Kathey Road, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicant's request for the rezoning of the lot located at 106 W . Kathey from R-1 to B-4 for an accessory structure to be placed on the property for additional storage. She mentioned the applicant also owns the property located at 104 W Veterans Memorial Boulevard, which is used for their HVAC business. The business is needing additional storage for parts and supplies for the business at 104 W Veterans Memorial Boulevard. There was a height concern brought up by one of the council members and Ms. Peres noted the applicant would be able allowed to build a structure up to three and a half stories tall if the rezone request were to be approved.

The applicant and owner of the property, Mr. Tim Kropp of 106 W Kathey, Harker Heights, Texas, was present to represent his case. He explained the goal of the structure is to be used strictly as an excess storage for his HVAC business. He included the proposed height of the structure would not exceed 12 feet in height, the square footage of the structure should not exceed 3,000 square feet, and that the façade of the accessory structure would remain consistent with the HVAC business located at 104 W Veterans Memorial Boulevard. Mr. Kropp noted he would agree to construct any screening necessary to comply with code and ordinances, and to prevent any potential noise nuisances to the neighboring properties.

Chairman Robison opened the public hearing and asked if there was anyone present 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 Commissioner Shine to recommend approval for an ordinance to change the zoning designation from R-1 (One Family Dwelling District) to B-4 (Secondary and Highway Business District) on property described as Kern Acres Second Extension and Revision, Block Three (3), Lot Twelve (12), generally located at 106 W. Kathey Road, Harker Heights, Bell County, Texas. Commissioner Watford seconded the motion. The motion passed (9-0).
2. $\mathbf{Z 2 0} \mathbf{- 2 8}$ Conduct a public hearing to discuss and consider recommending an ordinance to change the zoning designation from R-3 (Multi Family Dwelling District) to R-1(M) (One Family Manufactured Home Dwelling District) on property described as Comanche Land First Unit, Block Four (4), Lot Four (4), generally located at 1408 Yuma Trail, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicants request for a rezone.
Ms. Michelle Simpson of 1410 Yuma Trail, Harker Heights, Texas, was present to represent her rezone request. She stated she would like to place a manufactured home on the property
located at 1408 Yuma Trail. Ms. Simpson explained her intention is to purchase a twobedroom, two bath home. She included that the home would be new and modern and meet city code as needed.

Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item.

A motion was made by Vice Chairman Robinson to recommend approval for an ordinance to change the zoning designation from R-3 (Multi Family Dwelling District) to R-1(M) (One Family Manufactured Home Dwelling District) on property described as Comanche Land First Unit, Block Four (4), Lot Four (4), generally located at 1408 Yuma Trail, Harker Heights, Bell County, Texas. Secretary Parker seconded the motion. The motion passed (7-2). Commissioners Webster and Shine voting against approval of the request.
3. $\mathbf{Z 2 0}$-29 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 6.51 acres out of 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 ISD Middle School No. 14 along Warriors Path, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicant's request. She described the how the applicant is requesting to construct approximately 20 duplexes with the 6.51 acres and then use the remaining 40 acres for single family homes. Ms. Peres stated that staff recommended approval as the request for rezone as the request is compatible with existing uses within the surrounding areas and it would not likely have any adverse impact on adjoining uses in districts.

Commissioner Webster and Vice Chairman Robinson presented their concerns with Warriors Path being a high traffic area and mentioned if the Commission were to approve the request, the traffic could increase. The Commission also presented a safety concern for children walking to the newly built school middle school on Warriors Path. Planning Director, Kristina Ramirez informed the members that there is a plan in place to expand Warriors Path and that KISD, Bell County, and The City of Nolanville were working together with the City of Harker Heights on this project.

Mr. Dustin King of 8305 Dorset Drive, Killeen, Texas 765452 was present to represent his request. Mr. King explained his plan of the proposed duplexes and that the façade of the homes will consist of brick and be aesthetically pleasing to the City. He noted he does not have any plans to sell the duplexes; to include, he will be the property management and will be responsible for the upkeep.

Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item.

A motion was made by Secretary Parker to deny the request of 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 6.51 acres out of 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 ISD Middle School No. 14 along Warriors Path, Harker Heights, Bell County, Texas. Commissioner Taylor seconded the motion. The motion to deny the request passed 9-0. All Commissioners voted to deny the request.
4. $\mathbf{Z 2 0 - 3 0}$ 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 34 acres out of a 100.14 acre tract of land situated in the Uriah Hunt Survey, Abstract No. 401, Bell County, Texas, being the remainder of a called 390 acre tract described in a deed to Alfred Lynn Moore, recorded in Volume 1179, Page 2338, Deed Records of Bell County, Texas, generally located at 13436 E. Knights Way (E. FM 2410), Harker Heights, Bell County, Texas.

The case's representative provided staff with a formal request in writing to table case $\mathbf{Z 2 0} \mathbf{- 3 0}$ until a later date.

## Agenda Item VII New Business:

1. CP20-04 Discuss and consider approving a request for Concept Plan of 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.

The applicant, Dustin King of 8305 Dorset, Killeen, Texas, was present via teleconference and verbally requested to withdraw his submission for concept plan.
2. CP20-05 Discuss and consider approving a request for Concept Plan of Abooha Toklo Addition Section Two on property described as 12.64 acres out of the H.B. Littlefield Survey, Abstract 511, generally located within the 1700 block of Warriors Path, and property described as the Marley Addition Amended, Block One (1), Lot Eight (8), 2.257 acres, generally located within the 1700 block of Warriors Path, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicants request for a concept plan. She explained the plan for 43 duplex lots; each lot being a minimum of 8,400 square feet. The concept plan includes the extension of Tejas Trail from Pueblo Trace to Warriors Path. The developer would also be required extend water and wastewater utilities; pending the completion of Cities engineering study to determine the capacity of sanitary sewer in the area, as well as fivefoot sidewalks proposed along Tejas Trail.

Ace Reneau with Mitchell and Associates, office located at 102 N College Street, Killeen, Texas, was present to represent the Concept Plan. He explained that the owner had intentions of leaving the existing classification of zoning as R-3 because duplexes are allowed within this zoning district by right.

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 to speak for or against the item.

A motion was made by Commissioner McCann to approve the proposed Preliminary Plat, Abooha Toklo Addition Phase Two, on property described as 1.807 acres of land being all of Lot Three (3), Block One (1), Abooha Toklo Addition Phase One, of record in Plat No. 2020-38421, generally located near the intersection of Pueblo Trace and Pontotoc Trace, Harker Heights, Bell County, Texas. Secretary Parker seconded the motion. The motion unanimously approved (9-0).
3. P20-18 Discuss and consider a request by Jerome Gomer for Preliminary Plat approval for the proposed plat, Abooha Toklo Addition Phase Two, on property described as 1.807 acres of land being all of Lot Three (3), Block One (1), Abooha Toklo Addition Phase One, of record in Plat No. 2020-38421, generally located near the intersection of Pueblo Trace and Pontotoc Trace, Harker Heights, Bell County, Texas.

Ms. Peres explained the applicant request for second phase of development of Abooha Toklo. She noted that all comments that were provided by staff had been adequately addressed and the submitted Preliminary Plat does meet the standards of the ordinances for the City.

Ace Reneau with Mitchell and Associates, 102 N College Street, Killeen, Texas, was present to represent the case.

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 to speak for or against the item.

A motion was made by Secretary Parker to approve the proposed Preliminary Plat, Abooha Toklo Addition Phase Two, on property described as 1.807 acres of land being all of Lot Three (3), Block One (1), Abooha Toklo Addition Phase One, of record in Plat No. 202038421, generally located near the intersection of Pueblo Trace and Pontotoc Trace, Harker Heights, Bell County, Texas. Commissioner Taylor seconded the motion. The motion unanimously passed (9-0).

Chairman Robison then adjourned the teleconference meeting of the Planning and Zoning Commission at 7:50 P.M.

Larry Robison, Chairman
DATE:

Adam Parker, Secretary
DATE:

FROM: THE OFFICE OF THE PLANNING AND DEVELOPMENT DIRECTOR DATE: JANUARY 6, 2021

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.

## EXPLANATION:

The applicant is requesting a change from the current zoning of M-1 (Light Manufacturing District) to R-1 (One Family Dwelling District) on property addressed as 1911 E. Veterans Memorial Blvd. The property consist of approximately two (2) acres and the request, if granted, will enable the applicant to construct a single family house on the property.

The subject property was previously taken to the Building and Standards Commission in 2015 and was determined that a site built structure on the property was unsafe, substandard, dangerous, and in violation of the minimum standards set forth in $\S 160.04$. The case was ordered by the Commission to be demolish or removed from the property. On July 2, 2015 a demolition permit was pulled in order to remove the structure and all debris including foundation and sidewalks. All work was adequately completed and the lot has remained vacant to date.

## Surrounding Land Uses

Adjacent land uses include:

|  | Existing Land Use | Future Land Use | Zoning |
| :---: | :---: | :---: | :---: |
| North | Vacant | Manufacturing/Industrial | M-1 (Light Manufacturing) |
| South | City of Nolanville <br> (Residential/Commercial) | City of Nolanville | City of Nolanville |
| East | City of Nolanville (Vacant) | City of Nolanville | City of Nolanville |
| West | Vacant | Mobile Home Park | R-MH (Manufactured Home Park) |

Per the 2007 Comprehensive Plan the applicant's property is located in an area designated as Manufacturing/Industrial. This designation was intended to develop within close proximity to the northern portions of the City in order to create the following:

- Ample area for future expansions of the existing facilities,
- Convenient access to transportation facilities, highways, railroads, and
- Locations that are separate from but within an easy commuting distance of residential areas.

A survey of the area identified most of the surrounding properties to be primarily vacant tracts of land with several commercial businesses west along E. Veterans Memorial Boulevard. Staff therefore believes the proposed rezoning with its intended use will not likely have any adverse impact on the surrounding area. The rezone request would not be consistent with the 2007 City of Harker Heights Comprehensive Plan. However, the presence of the FEMA flood area inundating a majority of the property and properties to the north have impeded development that is consistent with Light Manufacturing/Industrial uses. The area is also not immediately serviced by City wastewater lines and would therefore require to be serviced by an on-site septic system.

## Flood Damage Prevention:

Part of the subject property is identified as AE Flood Zone defined as areas subject to inundation by the 1-percent-annual-chance of flooding (see attached FEMA Flood Map).

## Notices:

Staff sent out eleven (11) notices to property owners within the 400 -foot notification area. Zero (0) responses were received in favor of the request, and zero (0) responses were received in opposition of the request.

## RECOMMENDATION:

Staff recommends denial of 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, based on the following:

1. The proposed use does not meet the goals, objectives and policies set forth in the 2007 City of Harker Heights Comprehensive Plan as Manufacturing and Industrial land use designations.
2. The proposed use could create adverse effects on surrounding Commercial and Manufacturing/Industrial designated properties, and would likely not be harmonious within the proposed area.
3. The proposed use a single family residential could potentially fail to protect persons and property from flood or water damage due to its close proximity to the studied FEMA flood hazard area.

## ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval of 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, 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. FEMA Flood Map
7. Notification Area Map

## Rezoning Request Application

City of Marker Heights Planning \& Development 305 Millers Crossing Marker Heights, TX 76548
Phone: (254) 953-5647 <br> \title{
*Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED* <br> \title{
*Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED* <br> This application must be completed and returned to the Planning and Development Department of the City of Marker Heights, Texas along with the following: <br> 1. Pre-Application Meeting Scheduled <br> 2. Payment of $\$ \mathbf{2 0 0 . 0 0}$ to the City of Marker Heights
}

Property Owners) Name: Travishadz Date: 12-2-20
Address: 123 . Jordan hoop
city/satel/ip: Rolanville, Tx 7L5559
Phone:
E-mail:

## Legal Description of Property:

Location of Property (Address if available): $\square$
Lot: $\qquad$ Block: $\qquad$ Subdivision: $\qquad$
Acres: $\qquad$ Property ID:
 Sure: Ab 396 BC FHUGHS 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: Single Family Home

## Current Zoning Classification $C o m m e r c i a / M 1^{v \in}$ Proposed Zoning: $R-1$

current Land Use: Vacant
Proposed Land use Single Fam. lay Ho me
Applicant's Representative (if applicable):

Applicant's Representative: $\qquad$
Phone: $\qquad$ E-Mail: $\qquad$
I , being the undersigned applicant of the property herein described, herby 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.


Printed Name of Property Owner


Signature of Representative

Printed Name of Representative
 DAY OF $\square$ , 20 $\qquad$ 2)


$$
\text { Date Submitted: } 121912072
$$

## MY COMMISSION EXPIRES:

STAFF ONLY -- DO NOT FILL OUT BELOW

Received By: Hosun averek SIGNATURE OF NOTARY PUBLIC

## P21-01








PLANNING AND ZONING COMMISSION MEMORANDUM

## 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 property addressed as 114 E. Valley Road. The property consists of approximately 9,362 square feet, and the request will enable the applicant to construct one (1) duplex on the property as the existing lot meets the intensity of use requirements of the $\mathrm{R}-2$ zoning district ( 8,400 square feet).

On August 31, 2011, the subject property was taken to the Building and Standards Commission and was determined that a structure on the property was unsafe, substandard, dangerous, and in violation of the minimum standards set forth in $\S 160.04$. The case was ordered by the Commission to be demolish or removed from the property. After inaction from the property owner/lienholder the City of Harker Heights took action to demolish the structure and charged all expenses incurred by the City to the owner.

The current property owner has requested forgiveness for all or part of City liens in the amount of $\$ 16,602.75$. On November 10, 2020, the City Council of the City of Harker Heights heard this request and acted to reduce part of the City's liens from $\$ 16,602.75$ to $\$ 9,179.00$. This action was passed unanimously by Council with a vote of 5-0.

## Surrounding Land Uses

Adjacent land uses include:

|  | Existing Land Use | Future Land Use | Zoning |
| :---: | :---: | :---: | :---: |
| North | Single Family Residence | Mixed Residential | R-1 <br> (One Family Dwelling District) |
| South | Multi-Family Residence | Commercial | B-4 (Secondary \& Highway <br> Business District) |


| East | Duplex | Mixed Residential | R-1 |
| :---: | :---: | :---: | :---: |
| West | Single Family Residence | Mixed Residential | R-1 |

Per the 2007 Comprehensive Plan, the applicant's property is located in an area designated as Mixed Residential. This designation includes stick-built single-family homes, manufactured housing, and duplexes, and a survey of the area identified most of the properties to consist of these residential forms. Staff therefore believes the proposed rezoning with its intended use will not likely have any adverse impacts on the neighborhood and 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-nine (39) 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 of 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, 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/denial of 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, 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

## Harked Heights

City of Marker Heights
Planning \& Development 305 Millers Crossing
Marker 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 Hanker Heights, Texas along with the following:

1. Pre-Application Meeting Scheduled
2. Payment of $\$ \mathbf{2 0 0 . 0 0}$ to the City of Marker Heights

Property Owners) Name: Raymow Hampden Date: 11-18.2020
Address: PO Box 2008
City/State/Zip: Harker Heights TX 76548

## Phone:



Legal Description of Property:
Location of Property (Address if available): $\qquad$
Lot: $\qquad$ Block: $\qquad$ Subdivision: Valley View Acres: $\qquad$ Property ID: $\qquad$ 2 Survey: $\qquad$
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:
R-2
Current Zoning Classification: $R-1$ Proposed Zoning: $\qquad$
Current Land Use: f Vecout Proposed Land Use: $\qquad$ 2

## Applicant's Representative (if applicable):

## Applicant's Representative:

$\qquad$
Phone: $\qquad$ EMail: $\qquad$
I, being the undersigned applicant of the property herein described, herby 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.
l , being the undersigned applicant, understand that failure to appear to represent a request shall be deemed a request to withdraw the proposal, or
Roozmon Hampden
Printed Name of Property Owner
Printed Name of Representative
 MY COMMISSION EXPIRES:


STAFF ONLY -- DO NOT FILL OUT BELOW
Date Submitted:
 Received By: $\qquad$
$\square$ Pre-Application Meeting Revised: 5/2020

Receipt \#:


Case \#:

## Z20-02

Location


## Z20-02

Existing Land Use

|  |
| :---: |
|  |  |

AGENDA ITEM VI-3

FROM: THE OFFICE OF THE PLANNING AND DEVELOPMENT DIRECTOR
DATE: JANUARY 6, 2021
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.

## EXPLANATION:

The applicant is requesting a change from the current zoning of B-4 (Secondary and Highway Business District) to R-1 (One Family Dwelling District) on property addressed as 1003 S. Roy Reynolds Drive. The property consist of approximately 9,048 square feet and the request will enable the applicant to construct a single family house on the property.

## Surrounding Land Uses

Adjacent land uses include:

|  | Existing Land Use | Future Land Use | Zoning |
| :---: | :---: | :---: | :---: |
| North | Commercial | Commercial | B-5 (General Business District) |
| South | Single Family Residence | Single Family Residential | R-1 (One Family Dwelling District) |
| East | Single Family Residence | Single Family Residential | R-1 |
| West | City of Killeen (Single Family) | City of Killeen | City of Killeen |

Per the 2007 Comprehensive Plan the applicant's property is located in an area designated as Single Family Residential. A survey of the area identified most of the surrounding properties to be primarily single family residences with several commercial businesses west along W. Veterans Memorial Boulevard. The rezone request is consistent with the 2007 City of Harker Heights Comprehensive Plan. Staff therefore believes the proposed rezoning with its intended use will not likely have any adverse impact on the surrounding area

## Flood Damage Prevention:

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

## Notices:

Staff sent out twenty-three (23) notices to property owners within the 400 -foot notification area. Zero (0) responses were received in favor of the request, and zero (0) responses were received in opposition of the request.

## RECOMMENDATION:

Staff recommends approval 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, 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 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, 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

Marker
Heights
City of Marker Heights
Planning \& Development
305 Millers Crossing
Marker 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 $\$ \mathbf{2 0 0 . 0 0}$ to the City of Harker Heights


Property owners) Name: EGS Consulting, Ld d Date: $12-8-20$
$\qquad$
city/satelzip: Killeen. Tx 76549
Phone: $\qquad$ E-mail: $\square$
Legal Description of Property:

Lot: $\qquad$ Block: $\qquad$ subdivision: Stillfonest

Acres: $\qquad$ 0.2077 Property ID: $\qquad$ 22717 Survey: $\qquad$
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: Single family hone
currentzoning classification: B'5 B-4
Current Zoning Classification: $\qquad$ Proposed Zoning:


Applicant's Representative (if applicable):


I, being the undersigned applicant of the property herein described, herby 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


Printed Name of Representative will represent the owner.


SWORN AND SUBSCRIBED BEFORE ME ON THIS $\qquad$ DAY OF $\qquad$ becempes , 20 $\qquad$ Helen auer

Date Submitted: $\qquad$ 121912020

STAFF ONLY - DO NOT FILL OUT BELOW

Received By: $\qquad$

Pre-Application Meeting

WILSON EVERETT
$\qquad$



## Z21-03

Existing Land Use



Future Land Use



## EXPLANATION:

The applicant is requesting a Conditional Use Permit (CUP) to allow an accessory dwelling unit (ADU) to be utilized as a pool house and outfitted to permit a habitable space for guests. 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 consist 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 $\S 155.020$ (A) (5) (b) (4)).

## Surrounding Land Uses

Adjacent land uses include:

|  | Existing Land Use | Future Land Use | Zoning |
| :---: | :---: | :---: | :---: |
| North | Vacant | Single Family Residential | R-1 (One Family Dwelling District) |
| South | Vacant | Single Family Residential | R-1 |
| East | Vacant | Single Family Residential | R-1 |
| West | Single Family Residential | Single Family Residential | R-1 |

The applicant is currently in the process of constructing a single family home on the property. The addition of an accessory dwelling unit would not violate the intent or ideals of Single Family Residential (SFR) use if it meets all development regulations and would be considered consistent with the 2007 City of Harker Heights Comprehensive Plan. 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.

## Flood Damage Prevention:

No portion of this property lies within the 100 year or 500-year flood hazard areas.
Notices:
Staff sent out eight (8) notices to property owners within the 400 -foot notification area. There were zero (0) responses received in favor of the request, and one (1) response received in opposition of the request.

## RECOMMENDATION:

Staff recommends approval of 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, based on the following in accordance to Section 155.201 of the Harker Heights Code of Ordinance:

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 THE PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval of 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, based on staff's recommendation and findings.
2. Any other action deemed necessary.

## ATTACHMENTS:

1. Application
2. Letter of Intent
3. Site Plan
4. R-1 Zoning District Code
5. Location Map
6. Zoning Map
7. Existing Land Use Map
8. Citizen Responses (1)
9. Future Land Use Map
10. Notification Area Map

## City of Marker Heights

Planning \& Development 305 Millers Crossing Marker Heights, TX 76548 Phone: (254) 953-5647
Fax: (254) 953-5666

## 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 <br> Marker Heights, Texas along with the following: <br> 1. Pre-Application Meeting Scheduled <br> 2. Payment of $\$ 200.00$ to the City of Marker Heights <br> 3. Site Plan <br> 4. Letter of Intent <br> 5. Please thoroughly read Section 155.201 - Conditional Use Permits (see attached) |



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.
Classification: $\qquad$ Future Land Use Designation:


Applicant's Representative (if applicable):
Applicant's Representative: $\qquad$
Phone: $\qquad$ EMail:

ATTACH A SITE PLAN: Provide a plan drawn to scale to illustrate the boundaries of the area, location of all existing and proposed structures), 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, structures), landscaping, parking and land use in reference to the Harker Heights Code of Ordinances Section 155.201 Conditional Use Permit.

I, being the undersigned applicant of the property herein described, herby 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.

## Lynne'R.Boehm

Printed Name of Property Owner

## Printed Name of Representative

Signature of Property Owner

Signature of Representative


## Planning and Zoning Office

City of Marker Heights
305 Millers Crossing
Marker Heights, TX 76548

## RE: Letter of Intent for Accessory Dwelling Unit

To Whom it May Concern,
This letter of intent is to request Conditional Use for an Accessory Dwelling Unit (ADU) at the property located at 2536 Jubilation Drive in Harker Heights, TX, Lot 11, Block 1, Evergreen Subdivision Phase IV. Lot size is .8732 acres. This site will consist of a two-story main house, pool and a detached ADU. The ADU is 488 sq ft that consists of a living area, kitchenette, full bathroom and one bedroom. Attached covered patio is 300 sq ft . Exterior will be constructed of stone veneer and stucco with a composition shingle roof that will match the materials used on the main house. This structure is part of the primary residence and will not have separate parking or utilities. The ADU will primarily serve as a pool house and man cave. When needed, the ADU will serve as a space for overnight personal guests.

I have enclosed the following:

1. Completed Conditional Use Permit Application
2. Check in the amount of $\$ 200$ for the application fee made payable to the City of Marker Heights.
3. One copy of all plans/drawings for the proposed project.

Please call with any further questions.
Sincerely,


[^0]





## § 155.020 R-1 ONE FAMILY DWELLING DISTRICT.

(A) Permitted uses. The following uses are permitted by right:
(1) Site-built, single-family dwellings and industrialized housing.
(2) Church or other place of worship.
(3) Municipal buildings, non-profit libraries or museums, police and fire stations, public utilities (without outside storage yards or electric substations), public parks, playgrounds, municipal golf courses, public recreation facilities, and community buildings.
(4) Customary home occupations as defined in §155.003.
(5) Accessory structure.
(a) One small accessory building (not exceeding 144 square feet) per residence customarily incident to the above uses (not involving the conduct of a business) subject to the following requirements:

1. Structure must be built upon a moveable foundation;
2. Structure cannot exceed 12 feet in height;
3. Structure must set behind the rear facade of the main residence building and must be setback five feet from the rear property line and six feet from the side property line; and
4. Materials, building design, and construction must comply with the requirements ofCh. 150.
(b) Large accessory buildings customarily incident to the above uses (not involving the conduct of a business) subject to the following requirements:
5. Building materials and facade must be consistent with the main residence building materials and facade;
6. Large accessory building must be behind the front facade of the main residence;
7. The height of the large accessory building cannot exceed that of the main residence building;
8. Number, size, setbacks and height requirements based on the size of the lot as follows:

| Lot Size | Number of <br> Large <br> Accessory <br> Structures <br> Allowed | Maximum <br> Aggregate Size <br> of All Accessory <br> Structures | Setbacks | Maximum <br> Height |
| :--- | :---: | :---: | :--- | :---: |
| $<10,000$ square feet | 1 | 250 square feet | Front: 25 feet <br> Side: 6 feet <br> Rear: 10 feet | 15 feet |
| $>10,000$ square feet <br> $<.5$ acre | 1 | 500 square feet | Front: 25 feet <br> Side: 6 feet <br> Rear: 10 feet | 15 feet |
| $>.5$ acre <br> $<1$ acre | 2 | 1,000 square feet | Front: 25 feet <br> Side: 6 feet <br> Rear: 20 feet | 24 feet |
| $>1$ acre | 4 | 1,500 square feet | Front: 25 feet <br> Side: 6 feet <br> Rear: 20 feet | 24 feet |

(6) Private garage.
(7) Home based child care.
(8) Real estate sales office, or temporary living quarters to provide security during the development of residential subdivisions, but not to exceed two years.
(9) Low impact telecommunication towers.
(10) Public schools.
(B) Conditional uses. The following require conditional use permits:
(1) Private schools having a curriculum equal to a public elementary, high school, or institution of higher learning (except home schooling).
(2) Neighborhood association facilities.
(3) Farms, nurseries, truck gardens and greenhouses, provided no sales offices are maintained and no livestock are kept within 250 feet of a residence of any person other than the farm owner.
(4) Accessory dwelling for a relative or servant (not for rent).
(5) Accessory structure as provided by $\S 155.040$.
(C) Height regulations. No building shall exceed two and one-half stories or 35 feet in height.
(D) Front yard, side yard, and rear yard. As per Table 21-A.
(E) Intensity of use. Every lot or tract of land shall have an area of not less than 8,400 square feet and an average overall width of not less than 70 feet and a minimum lot frontage of not less than 45 feet. Except that if a lot or tract should have less area or width than is herein required and its boundary lines along their entire length should touch lands under other ownership on the effective date of this chapter and shall not have changed since the date, such parcel of land may be used for a single family dwelling.
(F) Additional use, height, and area regulation. Additional use, height, and area regulations and exceptions are found in § 155.040 .
(G) R-1(M) zoning designation. $\mathrm{R}-1(\mathrm{M})$ is a one family residential lot that also allows manufactured homes. All manufactured housing structures installed after December 31, 1999, must be installed on a permanent foundation, as that term is defined in § 152.01.
(1) In order to be approved, the manufactured home must be found to have design compatibility with other dwellings in the neighborhood.
(2) The following standards apply to any placement of a manufactured home on a lot after December 31, 1999:
(a) Roofing shall be similar in color, material and appearance to the roofing material commonly used on residential dwellings within the community or comparable to the predominant materials used on dwellings within the neighborhood.

Materials shall include asphalt composition, shingle, tile, crushed rock, standing seam metal or similar materials (except all other metal). Roof pitch shall be a minimum of $3 / 12$.
(b) Exterior siding shall be similar in color, material, and appearance to the exterior siding material commonly used on residential dwellings within the community or comparable to predominant materials used on dwellings within the neighborhood. Exterior siding shall be of brick, wood, stucco, plaster, concrete or other material which is finished in a nonglossy and non-reflective manner.
(c) If a garage/carport is constructed, it must be similar in appearance to others in the neighborhood and constructed of like materials as that of the primary home.
(d) Two all-weather surface off street parking spaces meeting the requirements of $\S 155.061$ shall be provided.
(3) Every manufactured home shall be placed so that the entrance or front of the home faces or parallels the principal street frontage, except:
(a) In cases where the lot is one acre or greater and the home is located more than 50 feet from the street; or
(b) Where the lot width is 60 feet or less.
(4) All entrances to a manufactured home shall be provided with permanent steps, porch or similar suitable entry.
(5) The lot must meet all applicable requirements ofChapter 154, and shall comply with the area regulations in (D) of this section. Variance in setbacks may be given in inches not to exceed one foot at the Building Official's discretion.
(H) Signs As per Chapter 151.
(I) Parking. As per $\S \S 155.061$ through 155.068.
(J) Storage. Open storage is prohibited except for materials for the residents' use, such as firewood, gardening materials, and similar materials.
(K) Landscaping. All yards shall have vegetative groundcover of sufficient quality and quantity, or other city-approved groundcover, to control dust, erosion and sediment upon final inspections. In addition, a minimum of two six-foot-tall trees, measuring two inches or more in caliper (diameter) when measured 12 inches from the base of the trunk, and eight threegallon shrubs, are required in the front yard.
(L) Industrialized housing.
(1) Industrialized housing shall be considered real property and must:
(a) Have a value equal to or greater than the median taxable value for each single-family dwelling located within 500 feet of the lot on which the industrialized housing is proposed to be located, as determined by the most recent certified tax appraisal roll for the county;
(b) Have exterior siding, roofing, roof pitch, foundation fascia, and fenestration compatible with the single-family dwellings located within 500 feet of the lot on which the industrialized housing is proposed to be located;
(c) Comply with city aesthetic standards, building setbacks, side and rear yard offsets, subdivision control, architectural landscaping, square footage, and other site requirements applicable to single-family dwellings;
(d) Be securely fixed to a permanent foundation; and
(e) Have all local permits and licenses that are applicable to site-built housing.

For purposes of this division, VALUE means the taxable VALUE of the industrialized housing and lot after installation of the housing.
(2) Any owner or authorized agent who intends to construct, erect, install or move any industrialized housing into the city shall first make application to the Building Official and obtain the required permits. In addition to any other information otherwise required for such permits, the application shall:
(a) Identify each single-family dwelling located within 500 feet of the lot on which the industrialized housing is to be located, and show the taxable value for each such dwelling, as determined by the most recent certified tax appraisal roll for the county;
(b) Describe the exterior siding, roofing, roof pitch, foundation fascia, and fenestration for each single-family dwelling located within 500 feet of the lot on which the industrialized housing is to be located;
(c) Describe the permanent foundation and method of attachment proposed for the industrialized housing; and
(d) State the anticipated taxable value of the industrialized housing and the lot after installation of the industrialized housing.
(3) A person commits an offense if the person:
(a) Constructs, erects, installs or moves any industrialized housing in the city without first obtaining a permit as required by this section; or
(b) Constructs, erects, installs or moves any industrialized housing into the city unless such industrialized housing complies with this section.
(Ord. 2001-36, passed 11-13-01; Am. Ord. 2002-28, passed 11-12-02; Am. Ord. 2006-40, passed 10-24-06; Am. Ord. 201032, passed 10-12-10; Am. Ord. 2011-08, passed 4-19-11)

## Z21-04

Location



Existing Land Use


## Z21-04



## Z21-04

Notification


## City of Harker Heights

 Planning \& Development Department And le M. TakasDEC 302020
Planning \& Development

FROM:


RE: An application has been made to consider 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 (see attached notification map).
$\square \quad$ I RECOMMEND APPROVAL OF THE REQUEST
I RECOMMEND DENIAL OF THE REQUEST


## 30 Dee 200

Date

PLANNING AND ZONING COMMISSION MEMORANDUM

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING AND DEVELOPMENT DATE: JANUARY 6, 2021

DISCUSS AND CONSIDER APPROVING A REQUEST FOR CONCEPT PLAN OF 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 KISD MIDDLE SCHOOL NO. 14 ALONG WARRIORS PATH, HARKER HEIGHTS, BELL COUNTY, TEXAS.

## PROJECT DESCRIPTION:

On December 2, 2020, the applicant chose to table their item for Concept Plan approval due to the Planning and Zoning Commission's vote to recommend disapproval of case Z20-29. The applicant ran their development cases concurrently and without approval of rezoning the concept plan could not be approved as it was presented. On December 8, 2020, the City Council heard the applicant's case for rezoning and made a determination to approve the request with the appropriate super-majority vote. The applicant has returned in order to continue their development process and request approval of the Concept Plan referred to as The Village at Nolan Heights.

The applicant has submitted an application for Concept Plan approval for approximately 47.626 acres of land. The Concept Plan referred to as The Village at Nolan Heights outlines a singlephase development to consist of 132 single family (R-1) lots and 20 (R-2) duplex lots bringing the lot total to 152 lots. The subdivision will have three (3) points of ingress/egress, two along Warriors Path and the third connection via High Ridge Trail. The applicant has shown connectivity to city water and wastewater as well as internal subdivision sidewalks.

Staff has reviewed the submitted concept plan, and have made comments in regards to drainage, wastewater capacity, and other pertinent requirements to ensure that all developmental regulations stipulated in the City of Harker Heights Code of Ordinances will be adhered to.

## STAFF RECOMMENDATION:

Staff recommends approval of the request for Concept Plan of 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 KISD Middle School No. 14 along Warriors Path, Harker Heights, Bell County, Texas.

## ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to approve/disapprove a request for Concept Plan of 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 KISD Middle School No. 14 along Warriors Path, Harker Heights, Bell County, Texas.
2. Any other action desired.

## ATTACHMENTS:

1. Application (Submitted 12/10/20)
2. Additional Supporting Documents from Applicant
3. Concept Plan
4. Staff Comments (comments addressed 11/19/20)
5. Location Map
6. Code Section §154.20 Concept Plan Requirements

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

## Concept Plan Application

*Requirements-MUST BE COMPLETED OF 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 $\$ 50.00$ to the City of Harker Heights

The Concept Plan is the initial project layout that provides an opportunity to review and evaluate the impact of a proposed development on the character of the surrounding area in which it is proposed to be located. The process takes into consideration the general form of the land before and after development, as well as the spatial relationship of the proposed structures, open space, landscape areas, parking, and general access and circulation patterns as they relate to the proposed development and the surrounding areas.

## Property Information:

| Subdivision Name: The Village at Nolan Heights | Date Submitted: $12 / 10 / 2020$ |
| :--- | :--- | :--- |
| Site Address or General Location: | West of Warriors Path, Approximately 0.80 miles South of Old Nolanville Rd. |

Zoning: R-1
Acreage: 47.626
Proposed \# of Lots: 152
Owner Information/Authorization:
Property Owner: Dustin King


E-Mail
Developer: Dustin King
Address: 1629 S. Fort Hood St., Killeen, Texas 76542

| Phone: |  |  |
| :--- | :--- | :--- |
| Engineer/Surveyor: Joseph Theriot, P.E. |  |  |

Address: P.O. Box 3123, Harker Heights, Texas 76548


The property owner and/or their aythorized representative must be present at all Planning and Zoning Commission Meetings and City Council Meetings at which their plan or plat is on the agenda for discussion or action. Failure of the developer or their authorized representative topppear ofling a meeting may be deemed a withdrawal of the plat or plan.


| From: | Dustin King |
| :--- | :--- |
| To: | Kristina Ramirez |
| Subject: | Fwd: Brief explanation of housing impact on school zoning |
| Date: | Tuesday, December 8, 2020 11:40:38 AM |

Please see email from Mr. Heckathorn
Thanks
Dustin King
Get Outlook for iOS

From: Heckathorn, Jeff L [Jeff.Heckathorn@killeenisd.org](mailto:Jeff.Heckathorn@killeenisd.org)
Sent: Tuesday, December 8, 2020 11:18 AM
To: Dustin King
Subject: Brief explanation of housing impact on school zoning

When determining attendance zones for schools based on existing or proposed residential development, KISD uses current and historical student counts within defined plan areas, that usually include a mixture of single or multi-family units, to determine student rates per unit for each school level (ES, MS and HS). Historically, the planning rate for the middle school level is approx. 0.25 (meaning it takes four units on average to generate 1 student). For this reason, it takes a very large number of units to have a significant impact on a middle school's attendance zone. From a student population standpoint, the numbers have not varied much when comparing single vs multi-unit housing because they do not fill in with the same types of residents (singles, couples, families).

Jeff Heckathor
Killeen ISD











November 19, 2020

City of Harker Heights
305 Millers Crossing
Harker Heights, Texas 76548

Attn: Harker Heights City Staff

Harker Heights City Staff,
Below is the response to comments for The Village at Nolan Heights Concept Plan, received on November 18, 2020. Response to comment is in bold.

## Planning \& Development

1. Please provide square footage of lots.

Square footage has been added for all lots.
2. Provide building envelopes on all lots.

Building envelope has been added for all lots.
3. Identify 5' sidewalks within Concept Plan.

Sidewalks have been added to the Concept Plan and the sidewalk note (8) was updated to read "SIDEWALKS SHALL BE 5' IN WIDTH, 1' FROM THE PROPERTY LINE ON ALL LOTS ADJACENT TO A STREET ROW.
4. Identify which lots will be R-1 and which will be R-2.

Note 3 of the Concept Plan denotes which lots are to be R-1 and R-2. Note reads "PROPOSED LAND USE WILL BE SINGLE-FAMILY (R-1) FOR ALL LOTS WITH THE EXCEPTION OF LOTS 49-60, BLOCK 1 AND LOTS 1-8, BLOCK 6 WHICH WILL BE TWO-FAMILY RESIDENTS (R-2)."
5. Please annotate the setbacks and easements shown

In order to not clutter the drawing, a typical single-family and two-family lot detail was added to the concept plan to show setback and easement widths. On lots that have non-typical setbacks or easements, annotations were added. A note (15) was added to explain, the note reads "ALL EASEMENTS AND BUILD LINES WILL FOLLOW THE TYPICAL LOT DETAIL UNLESS OTHERWISE NOTED."

## Public Works

1. Annotate the total acreage of the subdivision and the total number of lots.

Notes (2, 4 and 5) were added to the Concept Plan to satisfy this comment.
2. Residential streets are required to be $36^{\prime}$ wide measured from the back of curb with a $60^{\prime}$ wide Right-of-Way.
The street note (10) has been updated in accordance with this comment.
3. Show the street connection to High Ridge Drive.

Approximate existing High Ridge Drive centerlines and back-of-curb lines have been added to the Concept Plan along with a note denoting the connection point.
4. Show the significant drainage features and watercourses adjacent to the subdivision.

There are only two significant drainage features that impact the development: the existing drainage way along the southern border and its culvert under Warriors Path. These drainage features are now called out on the Concept Plan.
5. Show adjoining properties to the subdivision for 300 feet.

The Concept plan scale was increased to $\mathbf{1 "}^{\prime \prime=100}$ to show all adjoining properties within 300'. Neighboring property information was added to all properties within 300'.
6. Depict the lots to be designated as single-family use and R2 multi-family use.

Note 3 of the Concept Plan denotes which lots are to be R-1 and R-2. Note reads "PROPOSED LAND USE WILL BE SINGLE-FAMILY (R-1) FOR ALL LOTS WITH THE EXCEPTION OF LOTS 49-60, BLOCK 1 AND LOTS 1-8, BLOCK 6 WHICH WILL BE TWO-FAMILY RESIDENTS (R-2)."
7. Label the use for Tract " $A$ " and Tract " $B$ ".

Notes (16 and 17) have been added to explain use of tracts.
8. Regarding sanitary sewer capacity for this development, as indicated in the pre-development meeting on Monday, October 5, 2020, the City of Harker Heights is conducting an engineering study on the remaining sanitary sewer capacity of the Evergreen-Fawn Valley Lift Station, the Trimmier Lift Station and associated lift station force mains and receiving gravity sanitary sewer mains. If sanitary sewer system capacity upgrades are required, the developer will be required to pay for the sanitary sewer expansion costs required to serve their subdivision.
The developer understands that there are downstream sewer concerns. The Developer plans to meet with the City of Harker Heights to discuss this issue once the study is complete.
9. Regarding the construction of the $8^{\prime}$ wide sidewalk along Warriors Path, work with the Planning \& Development Department about escrowing the funds for the City to construct the sidewalk at a future date
The Developer understands the City's concerns about pedestrian access along Warriors Path and plans on meeting with them about this issue during the preliminary platting stage of the development.

## Consulting Engineer, Otto Wiederhold

1. In addition to public work's comments, a thorough drainage study is required as well. The City's FEMA drainage master plan identifies the drainage way along the south property line as having a significant amount of runoff flow and will need to be designed to accommodate building of residences such that they are not impacted by significant rainfall events.
The developer understands the need for a full drainage study and plans on submitting one with construction plans.

## Fire Marshal, Brad Alley

1. Existing and proposed hydrants not indicated

Existing and proposed hydrant callouts have been added to the Concept Plan.

## Building Official Mike Beard

No Comments Received

## ONCOR, Donna McGinnis

No Comments Received

## Century Link, Chris McGuire

1. CTL has an existing cable that runs along the north side of this proposed SD. We would need to make sure there is an easement placed and not removed for the existing cable
A 10' utility easement has been added along the norther boundary of the development.

## Time Warner Cable/Spectrum, Shaun Whitehead

No Comments Received

## ATMOS, Burton Jones

No Comments Received

Sincerely,

[^1]
## CP20-04



## § 154.20 GENERAL RESIDENTIAL AND COMMERCIAL.

(A) The owner of a lot, tract, site or parcel must obtain final plat approval for any subdivision or development activity to which this chapter applies. The plat approval process generally consists of the following procedures:
(1) One or more pre-application meetings with city staff for review and discussion of the applicant's basic concept plan. The pre-application meeting is the initial step in the development process intended to introduce basic project components and area information. The pre-application meeting provides the opportunity for review, analysis, and discussion of basic project intent, design, components and compatibility.
(2) Submission of an application and a concept plan by the applicant for initial review by city staff, with final review and approval required by the Planning and Zoning Commission and the City Council.
(a) Concept plan. The purpose of the concept plan is to demonstrate compatibility of the proposed development with this chapter and other applicable city ordinances, and the coordination of improvements within and among individually platted parcels, sections, or phases of a development, and the surrounding properties prior to the consideration of a preliminary plat. The concept plan is an opportunity to detect and correct design challenges before the developer prepares detailed engineering documents, but does not constitute the submittal of a plat.
(b) Any residential development involving four or fewer lots fronting on an existing street and not requiring the creation of any new street or the extension of any municipal facilities does not require the submittal of a concept plan.
(c) In lieu of a concept plan, the City Manager may permit submittal of a site plan at the time of building permit application.
(d) The concept plan shall contain or have attached thereto the following:

1. Name of the developer, record owner, and authorized agents, proposed name of the development.
2. A layout of the entire tract, including internal lots, and its relationship to adjacent property, existing development and recorded plats, showing the existing property lines of the land being subdivided, north indicator, and scale.
3. Topographic contours available from the U.S. Geological Survey.
4. Significant drainage features and structures including any regulatory one-hundred-year floodplains, the location of existing watercourses, dry creek beds, wells, sinkholes and other similar features.
5. Specific information related to land use for the proposed development and adjoining property for a distance of 300 feet.
6. Building placement and building envelopes.
7. Parking layout.
8. General landscaping and buffer areas.
9. Location of all existing and proposed water and sewer lines.
10. All existing and/or proposed public utility easements and private easements.
11. Location of all existing and proposed stormwater drainage easements or onsite detention plan.
12. Location of all existing and proposed streets, sidewalks, alleys, and access points.
13. Vehicular circulation/ connectivity plan.
14. Location of all existing and proposed fire/emergency vehicle access lanes.
15. Location of all existing and proposed fire hydrants.
(e) A concept plan shall be submitted to the Planning and Development Department prior to the submittal of a preliminary plat unless the Director of Planning and Development authorizes concurrent filing.
(f) The concept plan shall be drawn on 24 " $\times 36$ " sheets and/or on a plat document size format so as to be consistent with the preliminary/final plat document. When more than one sheet is necessary to illustrate the entire area, an index sheet showing the entire subdivision, at a scale sufficient to identify the drawings that follow, shall be attached to the concept plan document.
(g) The City Manager or his designated appointee will have the authority to review and approve any substantial amendments to a prior concept plan.
(h) An approved concept plan shall expire if there is more than a 24 -month period of time between its approval and the submittal of a preliminary plat.
(3) Submission of a preliminary plat and preliminary engineering drawings by the applicant for review and approval by the Planning and Zoning Commission and City Council.
(4) Submission of final engineering drawings and construction of infrastructure by the applicant for approval by the

Director of Planning and Development and the Director of Public Works.
(5) Submission of a final plat by the applicant for review and approval by the Director of Planning and Development along with a letter of credit or performance bond for any infrastructure item that is not complete. The Planning and Development Director may not disapprove the plat but shall refer any plat to the Planning and Zoning Commission if the applicant refuses to implement the Director's recommendations.
(6) Submission of Mylars, field notes, dedication, and as built drawings signed by a Texas Professional Engineer (when required). In addition, if the applicant is other than a natural person acting on his own behalf, submit a resolution, unanimous consent, or other such instrument in recordable form authorizing specific persons to act on behalf of the applicant in requesting final plat approval.
(7) Filing of final plat.
(B) Applications for minor plats, replats, amending plats, preliminary plats and final plats shall be submitted to the Planning and Development Department. Applications shall contain the following.
(1) Application. Completed application form.
(2) Fee. Application fee as established by the City Council and stated in the city's fee schedule.
(3) Copies.
(a) Preliminary plats shall require ten paper copies of the plat, and seven sets of preliminary engineering drawings with necessary calculations. After plat comments are approved by the City Council, the developer shall submit three corrected copies of the plat and/or engineering drawings if changes to the plat and/or engineering drawings are required. Corrected copies should be submitted before construction begins on the subdivision.
(b) Final plats shall require ten paper copies of the plat and seven sets of final engineering drawings with necessary calculations. After plat comments are approved by the Planning and Zoning Commission, and the City Council if necessary, the developer shall submit three corrected copies of the plat and/or engineering drawings if changes to the plat and/or engineering drawings are required.
(c) A digital copy of the final plat must be submitted. Digital final plat files should be submitted in DXF, DWG or GIS shapefile/feature class/coverage format. This digital format shall be an exact replica of any required and/or included data represented on the submitted hard copy of the final plat. Engineering drawings are excepted from this requirement. This data must be provided on standard transfer media or by electronic transfer (three and one-half inch floppy disk or CD-ROM, DVD, e-mail attachment or any other media as approved by the city Planning Department). The submitted transfer media shall be labeled with the project name (subdivision name) and filing date. State Plane 83 Texas South Central Zone 4204 coordinate system should be the base of all submissions whenever possible.
(4) Time line. Submittal of plats and engineering drawings, not meeting the standards for being a minor plat, shall be made 28 days prior to the scheduled Planning and Zoning Commission meeting as preliminary plats and preliminary engineering drawings. Preliminary plats and preliminary engineering drawings shall be presented to the Council within 30 days of action being taken by the Planning and Zoning Commission. Final plats and final engineering drawings shall be reviewed by the Director of Planning and Development. Final plats and final engineering drawings shall be reviewed by the Planning and Zoning Commission and the Council only if the Director of Planning and Development finds that there is substantial deviation, as defined in § 154.21(B), from the preliminary plat or preliminary engineering drawings. If the Director of Planning and Development rules that a final plat and/or final engineering drawings substantially deviate from the approved preliminary plat and/or preliminary engineering drawings, then the Planning and Zoning Commission shall have 30 days from the date of application of the plat to make a ruling and the City Council shall have 30 days from the date of the Planning and Zoning Commission's ruling to take action on the final plat.
(5) Post approval of final plat The developer shall provide the city with two original reproducible Mylars and two paper copies of the plat with the required original signatures, dedications and specific notations.
(6) As built drawing submital requirements. The developer shall provide the city with a digital copy and a single set of paper drawings of the constructed infrastructure. These drawings shall meet the requirements as set in § 154.25, "As Built Drawings". Digital as built files should be submitted in PDF, DXF, DWG or GIS shapefile/feature class/coverage format. This digital format shall be an exact replica of any required and/or included data represented on the submitted hard copy drawing/document. This data must be provided on standard transfer media or by electronic transfer (three and one-half inch floppy disk or CD-ROM, DVD, e-mail attachment or any other media as approved by the city Planning Department). The submitted transfer media shall be labeled with the project name (subdivision name) and filing date. State Plane 83 Texas South Central Zone 4204 coordinate system should be the base of all submissions whenever possible. Failure to do so could result in revocation or denial of construction permits and/or certificate of occupancy.
(Ord. 2010-08, passed 3-9-10; Am. Ord. 2012-21, passed 10-9-12; Am. Ord. 2014-25, passed 10-28-14)

# PLANNING AND ZONING COMMISSION MEMORANDUM 

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING AND DEVELOPMENT
DATE: JANUARY 6, 2021
DISCUSS AND CONSIDER A REQUEST BY REMCO PROPERITIES, LLC FOR CONCEPT PLAN AMENDMENT OF AMY LANE ADDITION CONCEPT PLAN, ON PROPERTY DESCRIBED AS 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.

## PROJECT DESCRIPTION:

On October 13, 2020, the City Council of the City of Harker Heights acted to approve the Amy Lane Addition Concept Plan based on the Planning and Zoning Commission's recommendation for approval. At that time Council approved the concept plan with a waiver to allow a single access and secondary emergency access through adjacent property. However, after the applicant's discussion with the adjoining property owner evolved the applicant proposed a new plan and layout to accommodate the proposed duplex subdivision.

The amended concept plan illustrates a proposal for a commercial development along Amy Lane immediately adjacent to the main entrance of the proposed subdivision. The applicant has requested that in the event that a single access is not granted, they have developed the amended concept plan which contains a secondary access drive that will dissect the proposed commercial development and act as the secondary ingress/egress to the subdivision. Both ingress and egress of the subdivision will gain access from Amy Lane.

The applicant, Remco Properties, LLC, has submitted an application for concept plan approval for approximately 6.917 acres of land currently zoned R-2 (Two Family Dwelling District). The concept plan called Amy Lane Addition outlines a single-phase development to consist of twenty-one (21) duplex lots; a total of forty-two (42) units. The plan proposes a five (5') foot sidewalk on either side of the proposed public street to serve all residents within the development, and connect to the existing sidewalk on Amy Lane.

Per Harker Heights Code Section 154.37 Streets (3) Entrances to Subdivision; new subdivisions must have at least two access streets, and other regulations for new subdivisions include the following:

- Entrances shall be 42 feet wide with a 70 -foot-right-of-way for a minimum distance of 100 feet from the intersection.
- A developer may request the approval of one access street if the access street has no connecting streets, terminates in a permanent cul-de-sac or provides access to not more than a total of 30 single-family dwelling lots or an equivalent housing unit density comprised of duplex or multi-family structures. In addition to the single point of access situation presented by streets that end in permanent cul-de-sac, a single point of access may be dictated by property configuration, safety or access management restrictions. In determining if a new subdivision may have one point of ingress/egress, consideration shall be given to:
- Traffic circulation and emergency vehicle access;
- Traffic and pedestrian safety with due consideration given to school bus routes; and
- Topography and visibility distances.

The Concept Plan, Amy Lane Addition, has proposed one (1) access point for vehicular ingress/egress to the subdivision. Therefore, the applicant has requested a waiver to vary from section 154.37 (A) (3) by requesting that the City allow a single access for the proposed development:

The applicant has increased the subdivision entrance by doubling from $100^{\prime}$ to $200^{\prime}$ of entrance and increasing the back of curb to back of curb from $42^{\prime}$ to $48^{\prime}$ within the $200^{\prime}$ entrance (off Amy Lane). The applicant stated that the land boundary is constrained by adjacent development so that one access to a dedicated right-of-way is all that will comply with the City of Harker Heights access requirements.
Staff has reviewed the submitted concept plan, and have made comments to zoning changes required for the commercial endeavor proposed, lot and block designations for both residential and commercial tracts, secondary ingress/egress timeline development, and other pertinent requirements to ensure that all developmental regulations stipulated in the City of Harker Heights Code of Ordinances will be adhered to.

## RECOMMENDATION:

The comments provided by Staff have not been addressed to date. However, the submitted concept plan meets the standards and ordinances of the City of Harker Heights if a waiver for the entrance is granted. Staff recommends approval of the request by Remco Properties, LLC 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, under the condition that a waiver is granted to allow the single access and second emergency access as depicted.

## ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to approve/disapprove a request 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.
a. Condition 1: A waiver is granted to allow a single access and secondary emergency access as depicted (see attachment 3 - Concept Plan).
2. Any other action desired.

## ATTACHMENTS:

1. Application
2. Waiver Request by Applicant
3. Concept Plan
4. Staff Comments
5. Location Map
6. Harker Heights Code Section 154.37 - Streets

## Concept Plan Application

## City of Marker Heights

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

## *Requirements - MUST BE COMPLETED OF 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 $\$ 50.00$ to the City of Marker Heights

The Concept Plan is the initial project layout that provides an opportunity to review and evaluate the impact of a proposed development on the character of the surrounding area in which it is proposed to be located. The process takes into consideration the general form of the land before and after development, as well as the spatial relationship of the proposed structures, open space, landscape areas, parking, and general access and circulation patterns as they relate to the proposed development and the surrounding areas.

## Property Information:

Subdivision Name: Amy Lane Addition
Date Submitted: 12/08/2020

## Site Address or General Location:

S. Amy Lane, Harker Heights, Texas 76548

Zoning: R -2 (both tracts)
Acreage: 7.944
Proposed \# of Lots: ${ }^{22}$
Owner Information/Authorization:
Property Owner: Remco Properties, LLC \& J'6 Family Limited Partnership
Address: 973 George Wilson Road, Beeton, TX 76513 (Remco) \& 4301 Elf Trail, Belton, TX 76513 (J'6 Family Limited Partnership)

| Phone: |
| :--- |
| Developer: Same as Above |

Address: $\qquad$

Phone: $\qquad$ EMail: $\qquad$
Engineer/Surveyor: Mitchell \& Associates, Inc.
Address: 102 N. College Street/ P.O. Box 1088
Address. 102 N. College Street P.O. Box 1088
Phone: $\square$ E-Mail:

## CHECK ONE OF THE FOLLOWING:

I will represent the application myself.I hereby designate $\qquad$ (name of project representative) to act in the capacity as my agent for submittal, $\chi$ processing, representation, and/or presentation of this development application.

The property owner and/or their authorized representative must be present at all Planning and Zoning Commission Meetings and City Council Meetings at which their plan or plat is on the agenda for discussion or action. Failure of the developer or their authorized


## STAFF ONLY -- DO NOT FILL OUT BELOW

$\Gamma$ Pre-Application Meeting

Receipt \#:
Case \#:

Heights

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

## Harker <br> Concept Plan Application <br> *Requirements - MUST BE COMPLETED OF 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 $\$ \mathbf{5 0 . 0 0}$ to the City of Harker Heights

The Concept Plan is the initial project layout that provides an opportunity to review and evaluate the impact of a proposed development on the character of the surrounding area in which it is proposed to be located. The process takes into consideration the general form of the land before and after development, as well as the spatial relationship of the proposed structures, open space, landscape areas, parking, and general access and circulation patterns as they relate to the proposed development and the surrounding areas.

Property Information:
Subdivision Name: Amy Lane Addition
Date Submitted: 12/08/2020

Site Address or General Location: S. Amy Lane, Harker Heights, Texas 76548
Zoning: R-2 (both tracts) Acreage: ${ }^{7.944}$ Proposed \# of Lots: ${ }^{22}$
Owner Information/Authorization:
Property Owner: $\qquad$
Address: $\qquad$
Phone: $\qquad$ E-Mail: $\qquad$
Developer: $\qquad$
Address: $\qquad$

Phone: $\qquad$ E-Mail: $\qquad$
Engineer/Surveyor:

Address: $\qquad$
Phone:
E-Mail:

## CHECK ONE OF THE FOLLOWING:

I will represent the application myself.I hereby designate $\qquad$ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application.

The property owner and/or their authorized representative must be present at all Planning and Zoning Commission Meetings and City Council Meetings at which their plan or plat is on the agenda for discussion or action. Failure of the developer or their authorized


# Mitchell \& Associates, Inc. <br> Engineering \& Surveying 

December 9, 2020

Kristina Ramirez, P.E.<br>Director of Planning and Development<br>City of Harker Heights<br>305 Miller's Crossing<br>Harker Heights, TX 76548

RE: Amy Lane Addition - Subdivision Ordinance Variance Request - Street Entrances - Section 154.37 (A) (3)

## Mrs. Ramirez,

On October 13, 2020 the Harker Heights City Council approved the Concept Plan Amy Lane Addition. This approval was contingent upon a secondary entrance. As discussions with the adjoining property owner for the secondary entrance evolved, a new plan and layout was developed. This new concept plan is submitted to the City of Harker Heights on December 9, 2020.

The new plan for the two-family development does contain more than fifteen lots. Therefore, please let this letter serve as a variance request to Section 154.37 (A) (3). In the event a single access is not granted, we have developed this concept plan that contains a secondary access drive. I am respectfully requesting consideration and approval for this concept plan with a secondary access drive if a single access point is opposed.

On behalf of our client, Remco Properties, LLC, we are submitting the concept plan for Amy Lane Addition with a request for a variance to section 154.37 (A) (3) of the subdivision ordinance which states, "New subdivisions must have at least two access streets". We are requesting the City allow a single access for this proposed development. The Amy Lane Addition development plan is in compliance with the currently adopted Fire Code. The Fire Code defines health and safety requirements for the City of Harker Heights. Additionally, the land boundary is constrained by adjacent development so that one access to a dedicated right of way is all that will comply with the City of Harker Heights access requirements. We respectfully request that the "new subdivision may have one point of ingress/egress", with consideration of the below listed items:

# Mitchell \& Associates, Inc. <br> Engineering \& Surveying 

154.37 (A) (3) (a) Traffic circulation and emergency vehicle access.

Traffic circulation and emergency vehicular access will be enhanced with an additional access drive. This additional drive will be integrated into Office / Medical development on Amy Lane. The Office / Medical development will be a separate Lot and Block on the Final Plat. This route for the additional access drive, when compared to the previously approved concept plan, increases the distance between the access points along Amy Lane. The distance between access points increases the functionality of the secondary access.
154.37 (A) (3) (b) Traffic and pedestrian safety with due consideration given to school bus routes.

School bus routing and pedestrian safety is increased with the addition of the secondary access through the Office / Medical development.
154.37 (A) (3) (c) Topography and visibility distances.

Topography \& visibility distance are not a design constraint due to natural topography which is excellent for residential land development.

Respectfully submitted,


Robert E. Mitchell, P.E., P.L.S.
President
Mitchell \& Associates, Inc.


## AMY LANE ADDITION CONCEPT PLAN

## CP21-01 - Amy Lane Addition - Revised Concept Plan Submittal

Plat Distributed to HH Staff: December 10, 2020 Comments Returned to Surveyor/Eng.:

## Planning \& Development

1. Rezoning for the commercial part of the plan will be required. The property that is proposed as commercial is currently zoned as R-2 (Two Family Dwelling District). Furthermore Future Land Use call for that area desired to be High Density Residential. With Commercial neighboring the site it is likely that this could be considered a favorable alternative fronting S. Amy Lane. B-1 would be a safe consideration for commercial within this area/thoroughfare.

2. In regards to your request for variance - in the event that this concept is approved by Council I would request that the development of the alternative ingress/egress be constructed at the time development of the residential section is underway.
3. KR - Applicant is advised that the front portion of the development where commercial structures are illustrated is currently zoned R-2. Therefore a request for formal zoning change to the indicated $\mathrm{B}-1$ zoning will be required prior to the preliminary plat and development.
4. KR - Applicant shall provide a lot and block designation for the parcel with the two proposed commercial buildings.
5. KR - Applicant shall annotate all proposed block numbers and lots within each block shall begin with the number 1.

Public Works, Mark Hyde

- No Comments.


## Consulting Engineer, Otto Wiederhold

1. Does not show existing $24^{\prime \prime}$ water line.

Fire Marshal, Brad Alley

- No Comments.

Building Official, Mike Beard
ONCOR, Derex Spencer
Century Link, Chris McGuire
Time Warner Cable/Spectrum, Shaun Whitehead
ATMOS, Burton Jones

## CP21-01

Location



## §154.37 STREETS.

(A) Street layout.
(1) Thoroughfare plan. Proposed streets must be in conformance with the city thoroughfare plan. All arterial and collector street locations, alignments, right-of-way widths, pavement widths and cross-sections shall be in accordance with the adopted plans and standards. Streets that are not on the thoroughfare plan and are proposed to collect traffic from residential streets shall be designed and constructed as collectors.
(2) Consistency with existing streets. The arrangement, character, extent, width, grade and location of each proposed street shall be consistent with streets in the immediate area. However, new streets must meet the minimum current standards. Consideration shall be made for topographical conditions, public safety, convenience and the proposed use of land to be served by such streets.
(3) Entrances to subdivisions. In no case shall platted lots have their sole access through an adjacent jurisdiction. As a rule, new subdivisions must have at least two access streets. Entrances shall be 42 feet wide with a 70 -foot right-of-way for a minimum distance of 100 feet from the intersection. A developer may request the approval of one access street if the access street has no connecting streets, terminates in a permanent cul-de-sac or provides access to not more than a total of 30 single-family dwelling lots or an equivalent housing unit density comprised of duplex or multi-family structures. In addition to the single point of access situation presented by streets that end in permanent cul-de-sac, a single point of access may be dictated by property configuration, safety or access management restrictions. In determining if a new subdivision may have one point of ingress/egress, consideration shall be given to:
(a) Traffic circulation and emergency vehicle access;
(b) Traffic and pedestrian safety with due consideration given to school bus routes; and
(c) Topography and visibility distances.
(4) Residential streets. Internal local streets shall be laid out so as to discourage then-use by through traffic when possible.
(5) Secondary access streets. Where a subdivision has frontage on an arterial street, the city may require a secondary access street to facilitate the sharing of curb cuts and/or to separate access to lots from through traffic.
(6) Projection of streets. Where adjoining areas are not subdivided, the developer shall design and construct abutting short stub-outs or temporary turnarounds for the projection of streets at proper block intervals into such unsubdivided areas.
(7) Inadequate or substandard streets. Inadequate or substandard existing streets and other infrastructure shall be upgraded to city standards by the developer, including dedication of an additional right-of-way if necessary. If development is on one side of such a street, the developer shall dedicate an additional right-of-way if necessary, upgrade the street pavement and associated infrastructure on the side that is being platted. Sidewalks shall be constructed or upgraded (if needed) to city standards by the builder/owner prior to the issuance of a certificate of occupancy.
(B) Street design standards.
(1) Street design. Street design shall be in accordance with the city's standards and specifications.
(2) Curbs and gutters. The developer shall install curbs and gutters on all new streets except as provided in §154.45, unless required in special situations determined by the city.
(3) Curb cuts. Restrictions to location, design, size and/or number of curb cuts are as required in the Zoning Code.
(4) Pavement standards. Streets shall be paved in accordance with city standards. The city may require increased right-of-way or pavement widths if traffic impacts of the proposed development or conditions in the area merit such changes.
(C) Street classification. All streets within the city shall be located and constructed as shown on the thoroughfare plan and, where not otherwise shown thereon, shall be designed as follows.
(1) Residential streets. Residential streets shall be 36 feet in width back-of-curb to back-of-curb with a minimum 60 feet of right-of-way. These are streets that serve individual residential lots. They carry low traffic volumes. Where entrances to subdivisions are not part of a collector street, they shall be 42 feet wide with 70 feet of right-of-way for a distance of 100 feet from the intersection.
(2) Minor collectors. Minor collectors shall be 42 feet wide, with a minimum of 70 feet of right-of-way. These are streets generally located within subdivisions or between subdivisions to collect traffic from minor (residential) streets and to channel this traffic to the major collectors. Residential lots may front on these streets.
(3) Major collectors. Major collectors shall be 48 feet wide with a minimum of 80 feet of right-of-way. These streets are generally located along borders of neighborhoods and within commercial areas to collect traffic from residential areas and to channel this traffic to the arterial system. These are limited access roads on which no residential lots may front (i.e., no driveways shall be allowed) unless there is no other reasonable and safe access to the lot.
(4) Arterials. Arterials shall be between 60 and 80 feet wide, depending on the needs and the design as determined by the city. The right-of-way shall be between 90 and 120 feet, depending on the design requirements as determined by the city. These are high volume streets with five or more lanes. These are limited access roads on which no residential lots may
front.

## (D) Miscellaneous street requirements.

(1) Property abutting arterials. Where a subdivision abuts or contains an existing or proposed arterial, the Planning and Zoning Commission may require access streets, reverse frontage with a screening buffer containing a non-access easement along the rear property line, deep lots with rear service alleys or other such treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic.
(2) Property abutting railroads. Where a subdivision abuts or contains a railroad right-of-way or limited access highway right-of-way, the Planning and Zoning Commission may require a street approximately parallel to and on the side of such right-of-way.
(3) Reserve strips. Reserve strips controlling access to streets shall be prohibited except where their control is dedicated to the city, under conditions approved by the Planning and Zoning Commission.
(4) Street jogs. Street jogs with centerline off-sets of less than 125 feet shall be avoided.
(5) Street intersections. Streets shall be laid out so as to intersect at right angles, or as nearly as possible to 90 degrees. Six foot concrete valley gutters are required at street intersections where cross drainage will occur.
(6) Non-cul-de-sac designed dead-end streets. Dead-end streets shall be prohibited except for short stub-outs for future roadway extensions. Short stub-out streets may require special terminus treatments for drainage concerns and street integrity. Temporary turnarounds are required if they exceed 150 feet in length.
(7) Cul-des-sac design. For subdivisions with lots of less than one acre, cul-de-sac streets shall not exceed 800 feet in length (as measured from the right-of-way line of the intersecting roadway to the center of the turnaround). For single-family subdivisions with lots greater than one acre, the length may not exceed 1,200 feet. All cul-de-sacs shall be provided at the closed end with a turnaround having a minimum radius of 38 feet back of curb to back of curb with a 50 foot right-of-way required.
(8) Street names. No street names shall be used which will duplicate or be confused with names of existing streets. Street extensions shall use the existing street names. Street names shall be subject to the approval of the Planning and Zoning Commission.
(9) Street signs. The city, at the developer's expense, shall install all street signs. The developer shall be charged for the cost of materials only.
(E) Alleys.
(1) Alleys shall generally be parallel to the street.
(2) Alley intersections and sharp changes in alignment shall be avoided. Where two alleys intersect, or where an alley turns, additional width may be required to allow for the turning of vehicles or guying of utility poles.
(3) Easements may be required on either side of the alley or alleys for utility placement.
(4) The width of an alley shall not be less than 20 feet.
(5) Dead-end alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turn-around facilities at the terminus, as determined by the Planning and Zoning Commission.
(6) Alleys shall paved in the same manner as streets.
(F) Construction standards.
(1) Design. Pavement section design shall be accomplished by a professional engineer and shall be based upon a geo-technical analysis performed by a qualified geo-technical professional. All construction shall conform to Appendix A, Tables I through IV and the following adopted regulations where applicable: §50.02, Chapter 50 of this Code of Ordinances, adoption of "Standard Specifications for Public Works Construction".
(2) Street surfaces. All street wearing surfaces shall consist of concrete or hot mixed asphaltic concrete (HMAC) laid over a base course of crushed stone which has been designed, and compacted in accordance with city standards and requirements.
(3) Curb and gutter. All curb and gutter, integral curbs, valley gutters, driveway approaches, drainage structures and the like shall be constructed of Class "A" (3,600 PSI) Portland Cement Concrete per city standards.
(Ord. 2010-08, passed 3-9-10)

## §154.60 WAIVERS.

(A) The Planning and Zoning Commission and the City Council may authorize waivers from design standards. In granting a waiver, the city shall prescribe only conditions that it deems necessary or desirable in the public interest.
(B) In making the findings required under §154.61, the Planning and Zoning Commission and the City Council shall take into account the nature of the proposed use of the land involved, existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision and the probable effect of such waiver upon traffic conditions and upon the public health, safety, convenience and welfare in the vicinity.
(Ord. 2010-08, passed 3-9-10)

PLANNING AND ZONING COMMISSION MEMORANDUM

## P21-02

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING \& DEVELOPMENT
DATE: JANUARY 6, 2021

DISCUSS AND CONSIDER APPROVING A REQUEST FOR FINAL PLAT APPROVAL FOR CEDARBROOK RIDGE PHASE TWO ON PROPERTY DESCRIBED AS APPROXIMATELY 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, TEXAS GENERALLY LOCATED EAST OF STILLHOUSE LAKE ROAD (FM 3481) AND WEST OF CEDAR KNOB ROAD, HARKER HEIGHTS, BELL COUNTY, TEXAS.

## PROJECT DESCRIPTION:

The applicant, WBW Development Group, LLC - Series 009, and their representatives, Yalgo, LLC and Dillon Whitis have submitted an application for final plat approval for approximately 144.18 acres of vacant land east of FM 3481 and along the western side of Cedar Knob Road. This is the second phase of development as outlined in the Tuscany Meadows Phase II Concept Plan (see attached) which was approved by P\&Z on January 28, 2015 and City Council on February 10, 2015. This development was also outlined in the Tuscany Meadows Phase II Preliminary Plat (see attached) which was approved by P\&Z on October 26, 2016 and City Council on November 8, 2016.

The property is zoned PD-R (Planned Development-Residential District) and must adhere to the conditions of the zoning district as well as the regulations of the Development Overlay District 1 - The Knight's Way Corridor. The property is also subject to the January 2018 Developer Agreement (see attached).

Staff has reviewed the submitted final plat and engineering plans and have made comments to address safety, streets, drainage, water and wastewater utilities, and other pertinent requirements to ensure adherence to all developmental regulations stipulated in the City of Harker Heights Code of Ordinances.

## STAFF RECOMMENDATION:

At the time the agenda was posted, all but one of the comments provided by Staff have been addressed. The applicant still needed to submit a performance bond or letter of credit for the public infrastructure that has not yet been completed and accepted by the City. Therefore the submitted final plat does not currently meet the standards and ordinances of the City of Harker Heights, and Staff therefore recommends denial of the Final Plat approval for the proposed plat, Cedarbrook Ridge Phase Two, on property described as approximately 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, Texas generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas.

## ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to Approve/Disapprove a request for final plat approval for the proposed plat, Cedarbrook Ridge Phase Two, on property described as approximately 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, Texas generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas.
2. Any other action desired.

## ATTACHMENTS:

1. Application
2. Final Plat
3. Tuscany Meadows Phase II Concept Plan (Approved on January 28, 2015)
4. Tuscany Meadows Phase II Preliminary Plat (Approved on November 08, 2016)
5. Development Agreement (Effective Date of April 24, 2019)
6. Location Map
7. Staff Comments with Responses (December 28, 2020)

APPLICATION FOR FINAL PLAT APPROVAL Application Fee \$ $\mathbf{1 5 0 . 0 0}$
$\qquad$ NUMBER OF ACRES

DATE OF PRELIMINARY APPROVAL:
PROPERTY OWNER: $\square$
ADDRESS: PHONE:

DEVELOPER:


ADDRESS: PHONE:

SURVEYOR/ENG:
Yulgo Engineering

ADDRESS:
PHONE:
I HEREBY UNDERSTAND AND ACKNOWLEDGE:
THE FINAL PLAT MUST BE PREPARED IN ACCORDANCE WITH THE CITY'S SUBDIVISION RULES AND REGULATIONS AND SHALL CONFORM SUBSTANTIALLY TO THE PRELIMINARY LAYOUT AS APPROVED. THE SUBDIVIDER WILL BE REQUIRED TO INSTALL AT HIS/HER OWN EXPENSE ALL WATER LINES, STREETS, SEWER LINES, STORM SEWER LINES, DRAINAGE FACILITIES AND STRUCTURES WITHIN THE SUBDIVISION ACCORDING TO SECTION 154.45 OF THE MARKER HEIGHTS CODE OF ORDINANCES.

ALL REQUIRED IMPROVEMENTS HAVE BEEN COMPLETED UNLESS A BOND OR LETTER OF CREDIT HAS BEEN POSTED AND ATTACHED IN SUFFICIENT AMOUNT TO ASSURE COMPLETION.

A MAINTENANCE BOND OR SURETY INSTRUMENT HAS BEEN FURNISHED TO ASSURE THE QUALITY OF MATERIALS AND WORKMANSHIP AND MAINTENANCE OF ALL REQUIRED IMPROVEMENTS INCLUDING THE CITY'S COSTS FOR COLLECTING THE GUARANTEED FUNDS AND ADMINISTERING THE CORRECTION AND/OR REPLACEMENT OF COVERED IMPROVEMENTS IN THE EVENT THE SUBDIVIDER DEFAULTS. (BONDS OR OTHER INSTRUMENT MUST BE FOR 20\% OF THE COST OF IMPROVEMENTS FOR ALL PUBLIC WORKS IMPROVEMENTS LESS STREETS AND SHALL RUN FOR A PERIOD OF ONE CALENDAR YEAR.) (BONDS AND OTHER INSTRUMENTS MUST BE FOR $40 \%$ OF THE COST OF IMPROVEMENTS FOR STREETS AND SHALL RUN FOR A PERIOD OF TWO CALENDAR YEARS.)
The developer or their authorized representative must be present at all Planning and Zoning Commission Meetings and City Council Meetings at which their plan or plat is on the agenda for discussion or action. Failure of the developer or their authorized representative to appear before the Planning and Zoning Commission or City Council during a meeting on which the plan or plat is on the agenda for discussion or action may he deemed a withdrawal of the plat or plan.

Printed Name of Property Owner
Printed Name of Authorized Agent (Corporation/Partnership) SWORN TO AND SUBSCRIBED BEFORE ME THIS




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## PRELIMINARY PLAT FOR TUSCANY MEADOWS PHASE 2

City of Harker Heights, Bell County, Texas


VICINITY MAP
NTS









STATE OF TEXAS

COUNTY OF BELL
§ DEVELOPMENT AGREEMENT REGARDING CEDARBROOK RIDGE DEVELOPMENT

This is a DEVELOPMENT AGREEMENT (the "Agreement") by and between THE CITY OF HARKER HEIGHTS, TẸXAS, a Texas municipal corporation, (the "City"), and WBW Development Group, LLC - Series 009, a separate series of a Texas series limited liability company ("WBW"). The Effective Date of this Agreement is the date it is approved by the Harker Heights City Council.

WHEREAS, WBW owns approximately 144.127 acres of land (the "Property") as shown in Exhibit "A", attached hereto; and

WHEREAS, for platting purposes the Property has been divided into Phase I, Phase II and Phase III, also shown in Exhibit "A"; and

WHEREAS, because WBW has chosen to locate the storm detention facilities for the Property within a FEMA flood plain in Phase III, WBW must receive a FEMA Letter of Map Revision ("LOMR") with respect to Phase III; and

WHEREAS, WBW desires to proceed with infrastructure installation while its LOMR application is being considered by FEMA; and

WHEREAS, the City requires the LOMR to be completed and approved before the City will approve a final plat of the entire Property; and

WHEREAS, both the City and WBW understand that FEMA timelines can be unpredictable, and both the City and WBW desire the Property to be developed in a timely fashion; and

WHEREAS, both the City and WBW understand that there is no guarantee the LOMR application will be approved by FEMA; and

WHEREAS, the City desires to have financial assurances that the FEMA LOMR process will be completed by WBW;

NOW THEREFORE, for and in consideration of the promises and the mutual agreements set forth herein, the City and WBW hereby agree as follows:

1. The City will immediately allow infrastructure development of all phases of the Property.
2. Within sixty (60) days of the Effective Date of this Agreement, WBW must submit cash, a bond, or a letter of credit to the City of Harker Heights in the amount of $\$ 25,000.00$, representing the estimated reasonable costs related to completion of the LOMR process (the "LOMR Fiscal Security").
a. The intent of the LOMR Fiscal Security is to ensure that the LOMR process for Phase III of the Property is completed by WBW.
b. If a bond or letter of credit is submitted as the LOMR Fiscal Security, the bond or letter of credit should have a term of 10 years, or until FEMA issues the LOMR, whichever comes first. If cash is submitted as the LOMR Fiscal Security, the City will deposit such cash in a federally-insured, interest-bearing account pending disposition thereof in accordance with this Agreement.
c. Upon completion of the LOMR process, the City will return the LOMR Fiscal Security to WBW. If, after 10 years, the LOMR application has not been submitted by WBW or approved by FEMA, the City will use the LOMR Fiscal Security to complete the process, and, if the full amount of the LOMR Fiscal Security is not needed to complete the LOMR process, the City will refund the balance to WBW.
d. The City will cooperate with any reasonable requests from WBW or from FEMA for the completion of the LOMR process. Likewise, if the City undertakes to complete the LOMR process, WBW and it successors or assigns agree to cooperate with any reasonable requests from the City or from FEMA for the completion of the LOMR process. The City will not impose any requirements on the LOMR process that are more stringent (from the LOMR applicant's perspective) than those imposed by FEMA.
3. Upon receipt of the LOMR Fiscal Security, the City will consider the final plat applications for Phases I and II for approval and filing.
4. Once the final plats for Phases I and II have been approved and filed, WBW may apply for building permits for Phases I and II.
5. WBW must submit a complete LOMR application to FEMA for the development within the flood plain, known as Phase III, within 90 days of the Effective Date of this Agreement.
6. WBW and the City agree that fences within the drainage easements along the detention facilities will be prohibited.
7. Once the LOMR has been issued by FEMA, WBW may file a final plat for Phase III.
8. After the final plat of Phase III is approved, the City will take possession of the detention facilities and responsibility for their operation and maintenance. Until such time, WBW or the successor property owner will be responsible for their maintenance and operation.

## MISCELLANEOUS PROVISIONS

A. Actions Performable. The City and WBW agree that all actions to be performed under
this Agreement are performable in Bell County, Texas.
B. Governing Law. The City and WBW agree that this Agreement has been made under the laws of the State of Texas in effect on this date, and that any interpretation of this Agreement at a future date shall be made under the laws of the State of Texas.
C. Severability. If a provision hereof shall be finally declared void or illegal by any court or administrative agency having jurisdiction, the entire Agreement shall not be void, but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.
D. Complete Agreement. This Agreement represents a complete agreement of the parties and supersedes all prior written and oral matters related to this Agreement. Any amendment to this Agreement must be in writing and signed by all parties.
E. Exhibits. All exhibits attached to this Agreement are incorporated by reference and expressly made part of this Agreement as if copied verbatim.
F. Notice. All notices, requests or other communications required or permitted by this Agreement shall be in writing and shall be sent by (i) telecopy, with the original delivered by hand or overnight carried, (ii) by overnight courier or hand delivery, or (iii) certified mail, postage prepaid, return receipt requested, and addressed to the parties at the following addresses:

City:

David R. Mitchell
City Manager
305 Millers Crossing Harker
Heights, TX 76548 Phone:
(254) 953-5600

WBW:

WBW Development Group, LLC
Attn: Josh Welch
3000 Illinois Ave.
Killeen, Texas 76543
(254) 953-5353
G. Assignment. This Agreement may be assigned by WBW only with the written consent of the Harker Heights City Council, which shall not be unreasonably withheld. Notwithstanding the foregoing, WBW may assign this Agreement to a homeowners association established for the Property. Any assignment must bind the assignee to all the terms and conditions of this Agreement, which will be recorded in the Bell County Official Records.
H. Signature Warranty Clause. The signatories to this Agreement represent and warrant that they have the authority to execute this Agreement on behalf of the City and WBW, respectively.

SIGNED as of this $10^{M}$ day of $\qquad$ 2017.

## THE CITY OF HARKER HEIGHTS



ATTEST:


## STATE OF TEXAS

## COUNTY OF BELL

This instrument was acknowledged before me on, Jan. 5, 2018, by Spencer H. Smith, Mayor of the City of Harker Heights, Texas, a Texas municipal corporation, on behalf of said city.


## STATE OF TEXAS

## COUNTY OF BELL

This instrument was acknowledged before me on, December 20, 2017, by Bruce Whits, President of WBW Development Group, LLC - Series 009, a separate series of a Texas limited liability company, on behalf of said entity.



## CEDARBROOK RIDGE PHASE II \& III

## P21-02 Final Plat - Cedarbrook Phase II \& III

Plat Distributed to HH Staff: December 10, 2020
Comments Returned to Surveyor/Eng.: December 28, 2020

## Planning \& Development

Cedarbrook Ridge Phase II - KR

1. Applicant is advised, since this final plat is offering Tract $B$ fee simple to the City and there was a change in the SFHA, this final plat will go before the Planning \& Zoning Commission (1/6) and City Council (1/12) for final acceptance/approval.
2. The plat dedication page must be signed by the surveyor.
3. Applicant shall correct image in Note \#10 on the plat dedication page.
4. Applicant shall clarify the intent of Tracts G \& H.
5. Per Section $154.22(\mathrm{C})(4) \& 154.23$ of the City's code of ordinances, the applicant shall submit a letter of credit/performance bond for any infrastructure construction remaining.

## Cedarbrook Ridge Phase III - KR

1. Applicant is advised, since this final plat is offering Tract A fee simple to the City and there was a change in the SFHA, this final plat will go before the Planning \& Zoning Commission and City Council for final acceptance/approval.
2. The plat dedication page must be signed by the surveyor.
3. Per Section $154.22(\mathrm{~B})(1)(\mathrm{f}) \&(\mathrm{~g})$ of the City's code of ordinances, the plat shall clearly display the location, size and purpose of all existing and proposed easements and sidewalks on or adjoining the property. In particular, we are looking for connectivity of the sidewalks to the PUE easements in this phase.
4. Per Section 154.24 of the City's code of ordinances and since there are no home to be constructed on for this subdivision, the applicant shall submit a maintenance bond for the stormwater infrastructure prior to recordation of the final plat.

## Public Works, Mark Hyde

The subdivision has numerous outstanding infrastructure items to complete that are too extensive to include on a punch list. Items include, but are not limited to the following:

- Additional densities to be taken of the laid street flex base.
- Street asphalt paving has not been completed.
- Bacteriological testing of the water mains has not been completed.
- Sanitary sewer manholes and cleanouts have not been set to grade.


## Consulting Engineer, Otto Wiederhold

- No Comments.

Fire Marshal, Brad Alley

- No Comments.

Building Official, Mike Beard

- No Comments.

ONCOR, Derex Spencer
Century Link, Chris McGuire
Time Warner Cable/Spectrum, Shaun Whitehead
ATMOS, Burton Jones

PLANNING AND ZONING COMMISSION MEMORANDUM

## P21-03

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING \& DEVELOPMENT
DATE: JANUARY 6, 2021

DISCUSS AND CONSIDER APPROVING A REQUEST FOR FINAL PLAT APPROVAL FOR CEDARBROOK RIDGE PHASE THREE ON PROPERTY DESCRIBED AS APPROXIMATELY 12.02 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 GENERALLY LOCATED EAST OF STILLHOUSE LAKE ROAD (FM 3481) AND WEST OF CEDAR KNOB ROAD, HARKER HEIGHTS, BELL COUNTY, TEXAS.

## PROJECT DESCRIPTION:

The applicant, WBW Development Group, LLC - Series 009, and their representatives, Yalgo, LLC and Dillon Whitis have submitted an application for final plat approval for approximately 12.02 acres of vacant land east of FM 3481 and along the western side of Cedar Knob Road. This is the third phase of development as outlined in the Tuscany Meadows Phase II Concept Plan (see attached) which was approved by P\&Z on January 28, 2015 and City Council on February 10, 2015. This development was also outlined in the Tuscany Meadows Phase II Preliminary Plat (see attached) which was approved by P\&Z on October 26, 2016 and City Council on November 8, 2016.

The property is zoned PD-R (Planned Development-Residential District) and must adhere to the conditions of the zoning district as well as the regulations of the Development Overlay District 1 - The Knight's Way Corridor. The property is also subject to the January 2018 Developer Agreement (see attached).

Staff has reviewed the submitted final plat and engineering plans and have made comments to address safety, streets, drainage, water and wastewater utilities, and other pertinent requirements to ensure adherence to all developmental regulations stipulated in the City of Harker Heights Code of Ordinances.

## STAFF RECOMMENDATION:

The comments provided by Staff have been addressed and the submitted final plat meets the standards and ordinances of the City of Harker Heights. Staff recommends approval of the Final Plat for the proposed plat, Cedarbrook Ridge Phase Three, on property described as approximately 12.02 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 generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas.

## ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to Approve/Disapprove a request for final plat approval for the proposed plat, Cedarbrook Ridge Phase Two, on property described as approximately 12.02 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 generally located east of Stillhouse Lake Road (FM 3481) and west of Cedar Knob Road, Harker Heights, Bell County, Texas.
2. Any other action desired.

## ATTACHMENTS:

1. Application
2. Final Plat
3. Tuscany Meadows Phase II Concept Plan (Approved on January 28, 2015)
4. Tuscany Meadows Phase II Preliminary Plat (Approved on November 08, 2016)
5. Development Agreement (Effective Date of April 24, 2019)
6. Location Map
7. Staff Comments with Responses (December 28, 2020)

APPLICATION FOR FINAL PLAT APPROVAL

PLAT NAME:
NUMBER OF LOTS:

## Celom brow Ridge Phase II

DATE OF Primary approval

PROPERTY OWNER:
ADDRESS: PHONE:

DEVELOPER:


3000 Illinois ar.


ADDRESS: PHONE:

## SURVEYOR/ENG:

Yalgo Engineering

## I HEREBY UNDERSTAND AND ACKNOWLEDGE:

THE FINAL PLAT MUST BE PREPARED IN ACCORDANCE WITH THE CITY'S SUBDIVISION RULES AND REGULATIONS AND SHALL CONFORM SUBSTANTIALLY TO THE PRELIMINARY LAYOUT AS APPROVED. THE SUBDIVIDER WILL BE REQUIRED TO INSTALL AT HIS/HER OWN EXPENSE ALL WATER LINES, STREETS, SEWER LINES, STORM SEWER LINES, DRAINAGE FACILITIES AND STRUCTURES WITHIN THE SUBDIVISION ACCORDING TO SECTION 154.45 OF THE MARKER HEIGHTS CODE OF ORDINANCES.

ALL REQUIRED IMPROVEMENTS HAVE BEEN COMPLETED UNLESS A BOND OR LETTER OF CREDIT HAS BEEN POSTED AND ATTACHED IN SUFFICIENT AMOUNT TO ASSURE COMPLETION.

A MAINTENANCE BOND OR SURETY INSTRUMENT HAS BEEN FURNISHED TO ASSURE THE QUALITY OF MATERIALS AND WORKMANSHIP AND MAINTENANCE OF ALL REQUIRED IMPROVEMENTS INCLUDING THE CITY'S COSTS FOR COLLECTING THE GUARANTEED FUNDS AND ADMINISTERING THE CORRECTION AND/OR REPLACEMENT OF COVERED IMPROVEMENTS IN THE EVENT THE SUBDIVIDER DEFAULTS. (BONDS OR OTHER INSTRUMENT MUST BE FOR 20\% OF THE COST OF IMPROVEMENTS FOR ALL PUBLIC WORKS IMPROVEMENTS LESS STREETS AND SHALL RUN FOR A PERIOD OF ONE CALENDAR YEAR.) (BONDS AND OTHER INSTRUMENTS MUST BE FOR $40 \%$ OF THE COST OF IMPROVEMENTS FOR STREETS AND SHALL RUN FOR A PERIOD OF TWO CALENDAR YEARS.)
The developer or their authorized representative must be present at all Planning and Zoning Commission Meetings and City Council Meetings at which their plan or plat is on the agenda for discussion or action. Failure of the developer or their authorized representative to appear before the Planning and Zoning Commission or City Council during a meeting on which the plan or plat is on the agenda for discussion or action may he deemed a withdrawal of the plat or plan.

Signature of Property Owner


STORNTO AND SUBSCRiBED BEFORE ME THIS



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## PRELIMINARY PLAT FOR TUSCANY MEADOWS PHASE 2

City of Harker Heights, Bell County, Texas


VICINITY MAP
NTS









STATE OF TEXAS

COUNTY OF BELL
§ DEVELOPMENT AGREEMENT REGARDING CEDARBROOK RIDGE DEVELOPMENT

This is a DEVELOPMENT AGREEMENT (the "Agreement") by and between THE CITY OF HARKER HEIGHTS, TẸXAS, a Texas municipal corporation, (the "City"), and WBW Development Group, LLC - Series 009, a separate series of a Texas series limited liability company ("WBW"). The Effective Date of this Agreement is the date it is approved by the Harker Heights City Council.

WHEREAS, WBW owns approximately 144.127 acres of land (the "Property") as shown in Exhibit "A", attached hereto; and

WHEREAS, for platting purposes the Property has been divided into Phase I, Phase II and Phase III, also shown in Exhibit "A"; and

WHEREAS, because WBW has chosen to locate the storm detention facilities for the Property within a FEMA flood plain in Phase III, WBW must receive a FEMA Letter of Map Revision ("LOMR") with respect to Phase III; and

WHEREAS, WBW desires to proceed with infrastructure installation while its LOMR application is being considered by FEMA; and

WHEREAS, the City requires the LOMR to be completed and approved before the City will approve a final plat of the entire Property; and

WHEREAS, both the City and WBW understand that FEMA timelines can be unpredictable, and both the City and WBW desire the Property to be developed in a timely fashion; and

WHEREAS, both the City and WBW understand that there is no guarantee the LOMR application will be approved by FEMA; and

WHEREAS, the City desires to have financial assurances that the FEMA LOMR process will be completed by WBW;

NOW THEREFORE, for and in consideration of the promises and the mutual agreements set forth herein, the City and WBW hereby agree as follows:

1. The City will immediately allow infrastructure development of all phases of the Property.
2. Within sixty (60) days of the Effective Date of this Agreement, WBW must submit cash, a bond, or a letter of credit to the City of Harker Heights in the amount of $\$ 25,000.00$, representing the estimated reasonable costs related to completion of the LOMR process (the "LOMR Fiscal Security").
a. The intent of the LOMR Fiscal Security is to ensure that the LOMR process for Phase III of the Property is completed by WBW.
b. If a bond or letter of credit is submitted as the LOMR Fiscal Security, the bond or letter of credit should have a term of 10 years, or until FEMA issues the LOMR, whichever comes first. If cash is submitted as the LOMR Fiscal Security, the City will deposit such cash in a federally-insured, interest-bearing account pending disposition thereof in accordance with this Agreement.
c. Upon completion of the LOMR process, the City will return the LOMR Fiscal Security to WBW. If, after 10 years, the LOMR application has not been submitted by WBW or approved by FEMA, the City will use the LOMR Fiscal Security to complete the process, and, if the full amount of the LOMR Fiscal Security is not needed to complete the LOMR process, the City will refund the balance to WBW.
d. The City will cooperate with any reasonable requests from WBW or from FEMA for the completion of the LOMR process. Likewise, if the City undertakes to complete the LOMR process, WBW and it successors or assigns agree to cooperate with any reasonable requests from the City or from FEMA for the completion of the LOMR process. The City will not impose any requirements on the LOMR process that are more stringent (from the LOMR applicant's perspective) than those imposed by FEMA.
3. Upon receipt of the LOMR Fiscal Security, the City will consider the final plat applications for Phases I and II for approval and filing.
4. Once the final plats for Phases I and II have been approved and filed, WBW may apply for building permits for Phases I and II.
5. WBW must submit a complete LOMR application to FEMA for the development within the flood plain, known as Phase III, within 90 days of the Effective Date of this Agreement.
6. WBW and the City agree that fences within the drainage easements along the detention facilities will be prohibited.
7. Once the LOMR has been issued by FEMA, WBW may file a final plat for Phase III.
8. After the final plat of Phase III is approved, the City will take possession of the detention facilities and responsibility for their operation and maintenance. Until such time, WBW or the successor property owner will be responsible for their maintenance and operation.

## MISCELLANEOUS PROVISIONS

A. Actions Performable. The City and WBW agree that all actions to be performed under
this Agreement are performable in Bell County, Texas.
B. Governing Law. The City and WBW agree that this Agreement has been made under the laws of the State of Texas in effect on this date, and that any interpretation of this Agreement at a future date shall be made under the laws of the State of Texas.
C. Severability. If a provision hereof shall be finally declared void or illegal by any court or administrative agency having jurisdiction, the entire Agreement shall not be void, but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.
D. Complete Agreement. This Agreement represents a complete agreement of the parties and supersedes all prior written and oral matters related to this Agreement. Any amendment to this Agreement must be in writing and signed by all parties.
E. Exhibits. All exhibits attached to this Agreement are incorporated by reference and expressly made part of this Agreement as if copied verbatim.
F. Notice. All notices, requests or other communications required or permitted by this Agreement shall be in writing and shall be sent by (i) telecopy, with the original delivered by hand or overnight carried, (ii) by overnight courier or hand delivery, or (iii) certified mail, postage prepaid, return receipt requested, and addressed to the parties at the following addresses:

City:

David R. Mitchell
City Manager
305 Millers Crossing Harker
Heights, TX 76548 Phone:
(254) 953-5600

WBW:

WBW Development Group, LLC
Attn: Josh Welch
3000 Illinois Ave.
Killeen, Texas 76543
(254) 953-5353
G. Assignment. This Agreement may be assigned by WBW only with the written consent of the Harker Heights City Council, which shall not be unreasonably withheld. Notwithstanding the foregoing, WBW may assign this Agreement to a homeowners association established for the Property. Any assignment must bind the assignee to all the terms and conditions of this Agreement, which will be recorded in the Bell County Official Records.
H. Signature Warranty Clause. The signatories to this Agreement represent and warrant that they have the authority to execute this Agreement on behalf of the City and WBW, respectively.

SIGNED as of this $10^{M}$ day of $\qquad$ 2017.

## THE CITY OF HARKER HEIGHTS



ATTEST:


## STATE OF TEXAS

## COUNTY OF BELL

This instrument was acknowledged before me on, Jan. 5, 2018, by Spencer H. Smith, Mayor of the City of Harker Heights, Texas, a Texas municipal corporation, on behalf of said city.


## STATE OF TEXAS

## COUNTY OF BELL

This instrument was acknowledged before me on, December 20, 2017, by Bruce Whits, President of WBW Development Group, LLC - Series 009, a separate series of a Texas limited liability company, on behalf of said entity.



## CEDARBROOK RIDGE PHASE II \& III

## P21-02 Final Plat - Cedarbrook Phase II \& III

Plat Distributed to HH Staff: December 10, 2020
Comments Returned to Surveyor/Eng.: December 28, 2020

## Planning \& Development

Cedarbrook Ridge Phase II - KR

1. Applicant is advised, since this final plat is offering Tract $B$ fee simple to the City and there was a change in the SFHA, this final plat will go before the Planning \& Zoning Commission (1/6) and City Council (1/12) for final acceptance/approval.
2. The plat dedication page must be signed by the surveyor.
3. Applicant shall correct image in Note \#10 on the plat dedication page.
4. Applicant shall clarify the intent of Tracts G \& H.
5. Per Section $154.22(\mathrm{C})(4) \& 154.23$ of the City's code of ordinances, the applicant shall submit a letter of credit/performance bond for any infrastructure construction remaining.

## Cedarbrook Ridge Phase III - KR

1. Applicant is advised, since this final plat is offering Tract A fee simple to the City and there was a change in the SFHA, this final plat will go before the Planning \& Zoning Commission and City Council for final acceptance/approval.
2. The plat dedication page must be signed by the surveyor.
3. Per Section $154.22(\mathrm{~B})(1)(\mathrm{f}) \&(\mathrm{~g})$ of the City's code of ordinances, the plat shall clearly display the location, size and purpose of all existing and proposed easements and sidewalks on or adjoining the property. In particular, we are looking for connectivity of the sidewalks to the PUE easements in this phase.
4. Per Section 154.24 of the City's code of ordinances and since there are no home to be constructed on for this subdivision, the applicant shall submit a maintenance bond for the stormwater infrastructure prior to recordation of the final plat.

## Public Works, Mark Hyde

The subdivision has numerous outstanding infrastructure items to complete that are too extensive to include on a punch list. Items include, but are not limited to the following:

- Additional densities to be taken of the laid street flex base.
- Street asphalt paving has not been completed.
- Bacteriological testing of the water mains has not been completed.
- Sanitary sewer manholes and cleanouts have not been set to grade.


## Consulting Engineer, Otto Wiederhold

- No Comments.

Fire Marshal, Brad Alley

- No Comments.

Building Official, Mike Beard

- No Comments.

ONCOR, Derex Spencer
Century Link, Chris McGuire
Time Warner Cable/Spectrum, Shaun Whitehead
ATMOS, Burton Jones

PLANNING AND ZONING<br>COMMISSION MEMORANDUM

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING \& DEVELOPMENT
DATE: JANUARY 6, 2021
DISCUSS AND CONSIDER 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.

## PROJECT DESCRIPTION:

The applicant, Justin Hernandez and his representative, Matthew Chu with Thonhoff Consulting Engineers, Inc., has submitted an application for Final Plat approval for approximately 1.679 acres of land located southwest the intersection of N. Mary Jo and Jamie Road. Freedom Park Subdivision Phase 2 consists of seven (7) lots that gain access from the private drive, Jan Circle. Phase 2 required the upsizing of all of the existing two-inch (2") and four-inch (4") waterlines and the installation of a six-inch ( 6 ") wastewater line within the Jan Circle right-of-way.

Staff has reviewed the submitted final plat and engineering plans and have made comments to address safety, streets, drainage, water and wastewater utilities, and other pertinent requirements to ensure adherence to all developmental regulations stipulated in the City of Harker Heights Code of Ordinances.

## STAFF RECOMMENDATION:

1. At the time the agenda was posted, the code requirement for completion of all public infrastructure or submission of performance bonds or a letter of credit had not been satisfied. Therefore, the submitted final plat does not currently meet the standards and ordinances of the City of Harker Heights. Staff recommends denial of the 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.

## ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to approve/disapprove 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.
2. Any other action desired.

## ATTACHMENTS:

1. Application
2. Final Plat
3. Freedom Park Subdivision Preliminary Plat (Approved on May 27, 2020)
4. Location Map
5. Staff Comments with Responses (December 28, 2020)

## City of Harker Heights

Planning \& Development 305 Millers Crossing Harker Heights, TX 76548 Phone: (254) 953-5647 Fax: (254) 953-5666

## Final Plat Application

## *Requirements - APPLICATION MUST BE FULLY COMPLETED 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. Payment of $\$ 150.00$
2. Signed Original Field Notes and Dedication Pages
3. Paper Plan Submissions: Ten (10) Copies of Plat and Seven (7) sets of Final Engineering Plans
4. Electronic Submissions: Plat and Engineering Plans submitted to tdake@harkerheights.gov
in PDF format.
5. Completed Final Plat Checklist

## Property Information:

Plat Name: Freedom Park Subdivision Phase II
Date Submitted: 2020-12-09

Number of Lots: 8 $\qquad$ Number of Units/Suites: 7 $\qquad$ Acreage: 1.679

Site Address or General Location:
Lots are located along Jan Circle. Jan Circle is intersecting with North Mary Jo Drive.

C Residential Commercial On Site Detention Proposed with Subdivision: $C$ Yes $\subset$ No $C$ Other

Date of Preliminary Plat Approval by P\&Z: 5/27/2020

## Owner Information \& Authorization:

Property Owner: Justin Hernandez with Advanced Specialty Construction Services
Address: P.O. Box 162, Temple, TX 76503
$\square$ E-Mail: $\square$
Developer: Advanced Specialty Construction Services
Address: P.O. Box 162, Temple, TX 76503
$\square$ E-Mail:


Engineer: Matthew Chu with Thonhoff Consulting Engineers, Inc.
Address: 1301 South Capital of Texas Highway, Suite A236, Austin, TX 78746
 E-Mail:


Surveyor: Claude F. Hinkle, Jr.
Address: P.O. Box 180243, Austin, TX 78758


E-Mail:

For more information reference Section 154.22 Final Plat of the Harker Heights Code of Ordinances

## LHEREBY UNDERSTAND AND ACKNOWLEDGE:

The final plat must be prepared in accordance with the City's subdivision rules and regulations and shall conform substantially to preliminary plat layout as approved. The subdivider will be required to install at his/her own expense all water lines, streets, sewer lines, drainage facilities, and structures within the subdivision accords to Section 154.36 of the Harker Heights Code of Ordinances.

All required improvements must be completed unless a Bond or Letter of Credit has been posted and attached in sufficient amount to assure completion.

A maintenance bond/surety instruments has been furnished to assure the quality of materials and workmanship and maintenance of all required improvements including the City's cost for collecting the guaranteed funds and administering the correction and/or replacement of covered improvements in the even the subdivider defaults.

The maintenance bond or other surety instrument shall be satisfactory to the city as to form, sufficiency and manner of execution. For water and sewer related improvements, the bond or other instrument shall be in an amount equal to $20 \%$ of the cost of improvements verified by the city Engineer and shall run for a period of one calendar year. Bonds or other instruments for streets and drainage facilities shall be in an amount equal to $40 \%$ of the improvements verified by the city Engineer and shall run for a period of two calendar years.

The applicant or their authorized representative must be present at all Planning and Zoning Commission and City Council Meetings at which their plat is on the agenda for discussion or action. Failure of the applicant or their authorized representative to appear before the Planning and Zoning Commission or City Council during a meeting on which their plat is on the agenda for discussion or action may be deemed a withdrawal of their plat.

Justin Hernandez
Printed Name of Owner


Matthew Chu with Thonhoff Consulting Engineers, Inc.
Printed Name of Authorized Agent (Corporation/Partnership)

Signature of Authorized Agent (Corporation/Partnership)

SWORN AND SUBSCRIBED BEFORE ME THIS $\qquad$ DAY OF
 20 20 -.


My Commission Expires:



## FREEDOM PARK SUBDIVISION, PHASE II HARKER HEIGHTS, BELL COUNTY TEXAS ENGINEERING PLAN

general construction notes:
. CONTRACTOR SHALL CALL TEXAS 811 FOR UTILITY LOCATIONS PRIOR TO ANY WORK IN CITY EASEMENTS OR STREET R.O.W. 48 HOURS BEFORE YOU DIG.
2. CONTRACTOR OR OWNER'S REPRESENTATIVE SHALL SUBMIT A STORMWATER POLLUTION PREVENTION PLAN THAT COMPLIES WITH HAPTER 156 OF THE CITY OF HARKER HEIGHTS' CODE OF ORDINANCES PRIOR TO CONSTRUCTION.
. ALL PIPELINE WITHIN STREETS SHALL BE BACKFILLED WITH TXDOT BASE MATERIAL AS PER CITY OF HARKER HEIGHTS STANDARD DETAllS FOR PUBLIC WORKS CONSTRUCTION.


LOCATION MAP
NOT TO SCALE


APPROVED BY:


## SPILL PREVENTION AND CONTROL NOTES















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## GENERAL NOTES


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## NOTES ON CONSTRUCTION MATERIALS

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PRE-DEVELOP DRAINAGE PLAN







# FREEDOM PARK SUBDIVISION PHASE TWO 

## P21-04 Final Plat - Freedom Park Subdivision, Phase Two

Plat Distributed to HH Staff: December 10, 2020
Comments Returned to Surveyor/Eng.: December 28, 2020

## Planning \& Development

1. Revise dedication statement to read as, "...Justin Hernandez, whose address is $\qquad$ , being the sole owner of all of the remainder of that certain 1.679 acres out of and a part of a 2.488 acre tract of land conveyed to me by document recorded in document number $\qquad$ official public records, Bell County, Texas, as shown by the plat hereof, and approved by the City Council of the City of Harker Heights, Bell County, Texas, does hereby adopt Freedom Park Subdivision Phase Two, an addition to the City of Harker Heights, Texas, Bell County, Texas, and hereby dedicates to said City all ..."
a. City not to maintain street as it will remain private and to be maintained by HOA established by the property owner. Please ensure verbiage is appropriate.
STATE OF TEXAS
COUNTY OF BELL

KNOW ALL MEN THESE PRESENTS, THAT I, JUSTIN HERNANDEZ , BEING THE OWNER OF ALL OF THE REMAINDER OF THAT CERTAIN 2.488 ACRE TRACT OF LAND CONVEYED TO ME BY DOCUMENT RECORDED IN DOCUMENT NUMBER 2020-025486, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS, AS SHOWN BY THE PLAT HEREOF, AND APPROVED BY THE DIRECTOR OF PLANNING AND DEVELOPMENT OF THE CITY OF HARKER HEIGHTS, TEXAS, DOES HEREBY ADOPT FREEDOM PARK SUBDIVISION PHASE 2, AN ADDITION TO THE CITY OF HARKER HEIGHTS, BELL COUNTY, TEXAS, AND HEREBY DEDICATES TO SAID CITY ALL STREETS, AVENUES, ROADS, DRIVES AND ALLEYS SHOWN ON SAID PLAT, THE SAME TO BE USED AS PUBLIC THOROUGHFARES AND FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITIES AND DRAINAGE FACILITIES WHEN AND AS AUTHORIZED BY THE CITY OF HARKER HEIGHTS, TEXAS, THE UTILITY EASEMENTS SHOWN ON SAID PLAT ARE DEDICATED TO THE CITY OF HARKER HEIGHTS, TEXAS FORTHE INSTALLATION AND MAINTENANCE OF ANY AND ALL PUBLIC UTILITIES WHICH THE CITY MAY INSTALL OR PERMIT TO BE INSTALLED OR MAINTAINED.
b.

Public Works, Mark Hyde

- Since Jan Circle will be a privately maintained street, the public 6 -inch water main needs to be installed outside of the paved area of the street within a dedicated 15 ' wide utility easement.
- Delete the street dedication to the City off of the plat sheet.


## Consulting Engineer, Otto Wiederhold

- No Comments.

Fire Marshal, Brad Alley

- No Comments.

Building Official, Mike Beard

- No Comments.

ONCOR, Derex Spencer
Century Link, Chris McGuire
Time Warner Cable/Spectrum, Shaun Whitehead
ATMOS, Burton Jones


[^0]:    Enclosures

[^1]:    Joseph Theriot, P.E.

