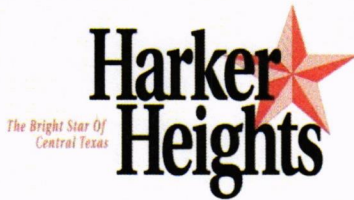


**Harker Heights  
Planning and Zoning  
Commission  
Workshop & Meeting**

**Wednesday,  
January 8, 2020  
5:30 P.M.**





**PLANNING & ZONING COMMISSION  
WORKSHOP AND MEETING AGENDA  
HARKER HEIGHTS CITY HALL  
WEDNESDAY, JANUARY 8, 2020 – 5:30 P.M.**

Notice is hereby given that, beginning at 5:30 P.M. on Wednesday, January 8, 2020, the Planning and Zoning Commission (P&Z) of the City of Harker Heights will hold a Workshop; then beginning at 6:30 P.M. on Wednesday, January 8, 2020 the P&Z will hold their Meeting. Both Workshop and Meeting will be held in the Kitty Young Council Chambers of the Harker Heights City Hall located at 305 Millers Crossing, Harker Heights, Texas 76548. The subjects to be discussed are listed in the following Agenda:

**WORKSHOP AGENDA**

- I.*** Convene Workshop at 5:30 P.M.
- II.*** Swear in members and alternates of the Planning and Zoning Commission and Building and Standards Commission (as needed).
- III.*** Elect Planning and Zoning Commission and Building and Standards Commission Officers: Chairman, Vice Chairman, and Secretary.
- IV.*** Presentations by Staff;
  1. Introductory: Becoming a Zoning Commissioner for the City of Harker Heights.
  2. Geographic Information Systems (GIS) Overview.
  3. Code Enforcement Overview.
  4. Building Code and Building and Standards Commission Overview.
  5. Fire Code Overview
- V.*** Adjournment of Workshop.

**MEETING AGENDA**

- I.*** **CALL TO ORDER** – Convene Regular Meeting of the Planning and Zoning Commission and establish a quorum.
- II.*** **INVOCATION**
- III.*** **PLEDGE OF ALLEGIANCE:**

I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.

**IV. CONSENT AGENDA**

1. Approval of Minutes from the Regular Planning and Zoning Meeting held on October 30, 2019.

V. Report on City Council results from November 12, 2019 meeting.

VI. Recognition of Affidavits for Conflict of Interest.

VII. Report on Development Activity.

**VIII. 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 submit a Citizen's Comment Form to the Planning & Development Administrative Assistant prior to the start of the meeting. *No action may be taken by the Planning and Zoning Commission during Public Comments.*

**IX. PUBLIC HEARINGS:**

1. **Z20-01** Conduct a public hearing to discuss and consider recommending an amendment to ordinance 2015-24 for an existing Conditional Use Permit (CUP) to allow for an expansion of the main structure serving as the business Tap Tap Art School on property described as A0838BC R.W. Tom, 2-7, Acres 1.378, generally located at 103 Mountain Lion Road, Harker Heights, Bell County, Texas.
2. **Z20-02** Conduct a public hearing to discuss and consider recommending an ordinance to change zoning designation from R-1 (One Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as Lot Nine (9), Block 52, Comanche Land Subdivision, an unrecorded subdivision, out of Abstract 115 of the I.T. Bean Survey, generally located near the intersection of Aztec Trace and Yuma Trail, Harker Heights, Bell County, Texas.
3. **Z20-03** Conduct a public hearing to discuss and consider recommending an ordinance to change zoning designation from R-1 (One Family Dwelling District) to R-MU (Mixed Residential) 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.

**X. REPORTS FROM COMMISSIONERS**

**XI. STAFF COMMENTS**



**XII. 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, which is readily accessible to the public at all times, by **10:00 A.M. on Friday, January 3, 2020.**

*Tiffany Dake*

*Tiffany Dake*  
*Planning and Development Administrative Assistant*



Minutes of the Regular Meeting of the Harker Heights  
Planning & Zoning Commission held at the City Hall Building,  
October 30, 2019

Present:

Larry Robison	Chairman
Robert Robinson III	Vice Chair
Adam Parker	Secretary
Darrel Charlton	Commissioner
Noel Webster	Commissioner
Stephen Watford	Commissioner
Jan Anderson	Commissioner
Rodney Shine	Alternate Commissioner
Dustin Hallmark	Alternate Commissioner

Absent:

Kay Carey	Commissioner
Joshua McCann	Commissioner
Nuala Taylor	Alternate Commissioner
Ken Cox	Alternate Commissioner

Staff:

Joseph Molis	Director of Planning & Development
Courtney Peres	Senior Planner
Dan Phillips	GIS Analyst/Planner
Mike Beard	Building Official
Gabby Palma	Code Enforcement Officer
Brad Alley	Fire Marshal
Randy Ray	Deputy Fire Marshal
Mark Hyde	Director of Public Works
Kristina Ramirez	Asst. Director of Public Works
Tiffany Dake	Planning & Development Administrative Assistant

A quorum was established, and the meeting was called to order at 6:31 P.M.

The first item on the agenda was the approval of minutes from the September 25, 2019 regular P & Z meeting. Commissioner Anderson made the motion to approve the minutes and Commissioner Parker seconded the motion. The motion passed unanimously (7-0).

Next was the report on City Council actions regarding recommendations resulting from the September 25, 2019 Planning & Zoning meeting.

The next item on the agenda was to recognize affidavits for Conflict-of-Interest. Mr. Molis stated that there were no conflicts of interest.



Next, Mrs. Pate presented the update on development activity for the City.

The next item was citizens to be heard. There was no one present to speak.

Next under New Business, Mr. Joseph Molis presented **P19-17** Discuss and consider a request by Open Air Resort Harker Heights Real Estate Holdings, LLC for Preliminary Plat approval for the proposed Open Air Addition, on property described as 31.366 acre tract of land situated in the Vincent L. Evans Survey, Abstract No. 288, Bell County, Texas, and being a part or portion of that certain 51.161 acre tract of land described in a warranty deed with Vendor's Lien dated January 16, 2019 from George C. Moss, Individually and as Independent Executor of the estate of Adelheid K. Moss, deceased and as Trustee of the Catherina D. Misner Trust to Roy Reynolds Estates, LLC, a Texas limited liability company being of record in Document No. 2019-00002238, Official Public Records of Bell County, Texas, generally located at 101 N. Roy Reynolds Drive, Harker Heights, Bell County, Texas.

Mr. Molis explained to the Commissioners that there will be an eight (8) inch water line where there is currently a four (4) inch water line. Commissioner Robinson did ask if fire hydrants are tested annually both private and city hydrants. Mr. Brad Alley, Fire Marshal, did confirm that they are tested annually. Commission Webster asked if they would be repaving the roads and widening the internal roads. Mr. Molis said no they will not be widening the internal roads. Commissioner Webster asked if they will see a final plat? Mr. Molis stated no since it is an administrative plat and they are not dedicating roads. Commissioner Webster wanted to know the number of RV spots, Mr. Molis said that was a question Mr. Canfield could answer.

Mr. Joel Canfield with Open Air Resorts, of 705 Vanguard Street, Lakeway, TX 78734 was present to update the Commissioners with the progress of where things are currently. Mr. Canfield said they would be closing on the property in two (2) weeks and two (2) days. The engineers were doing the final survey for the platting process. Mr. Canfield did answer the question about the number of RV sites. They will be scaling down from the initial one hundred and fifty (150) sites to about one hundred and thirty-nine (139) sites. Chairman Robison asked what the plan was for moving out the other trailers. Mr. Canfield said they are currently moving some out now and they have been getting bids. They would like the process to go as follows: move them out and/or out of the way, clean up and do this as quickly as possible around ninety (90) days. Mr. Canfield did also state that they would like to break ground in the early spring and open in early fall 2020. Commissioner Webster asked if they have concrete pads and Mr. Canfield said they were not salvageable so there would be a combo of two things one section will be two (2) parking spaces made of asphalt and the second section will be chip seal or crushed granite so that there would be no need for parking on the street. Commissioner Webster asked if there would-be pass-through sites, Mr. Canfield also said there will be twenty-seven (27) pull through spaces. Commissioner Webster asked if there would be propane refills on site and Mr. Canfield said yes.

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 this item.

A motion was made by Commissioner Parker to approve the preliminary plat with conditions. The first condition being that the survey be complete by the City Council meeting and the second condition being that the City Council will determine if the applicant has satisfied Condition 1 which would result in full approval by the P&Z. Commissioner Webster seconded the motion. The motion passed unanimously (7-0).

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Chairman Robison then adjourned the meeting of the Planning and Zoning Commission at 7:03 P.M.

**Larry Robison, Chairman**

**DATE:**

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**Adam Parker, Secretary**

**DATE:**

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