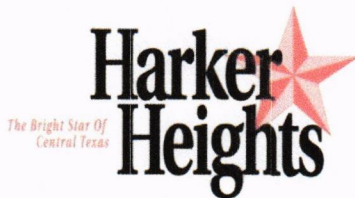




**Harker Heights
Planning and Zoning
Commission
Meeting**

**Wednesday,
October 30, 2019
6:30 P.M.**



**PLANNING & ZONING COMMISSION
WORKSHOP AND MEETING AGENDA
HARKER HEIGHTS CITY HALL
WEDNESDAY, OCTOBER 30, 2019 – 6:30 P.M.**

Notice is hereby given that the Planning and Zoning Commission (P&Z) of the City of Harker Heights will hold a regular meeting beginning at 6:30 P.M. on October 30, 2019, and continuing from day to day thereafter if necessary. The Planning and Zoning Commission (P&Z) of the City of Harker Heights, Texas will hold their Meeting 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:

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 Special Planning and Zoning Meeting held on September 25, 2019.

V. Report on City Council results from October 22, 2019 meeting.

VI. Recognition of Affidavits for Conflict of Interest.

VII. Citizens to be Heard.

VIII. Report on Development Activity.

IX. 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.*

X. NEW BUSINESS:

1. **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.

XI. REPORTS FROM COMMISSIONERS

XII. STAFF COMMENTS

XIII. 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, September 20, 2019.**

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,
September 25, 2019

Present:

Larry Robison	Chairman
Robert Robinson III	Vice Chair
Darrel Charlton	Commissioner
Noel Webster	Commissioner
Stephen Watford	Commissioner
Joshua McCann	Commissioner
Adam Parker	Commissioner
Jan Anderson	Commissioner

Absent:

Kay Carey	Commissioner
Rodney Shine	Alternate Commissioner
Dustin Hallmark	Alternate Commissioner
Nuala Taylor	Alternate Commissioner
Kendall Cox	Alternate Commissioner

Staff:

Joseph Molis	Director Planning&Development
Courtney Pate	Senior Planner/GIS Coordinator
Brad Alley	Fire Marshal
Tiffany Dake	Planning Admin. Assistant
Mike Beard	Building Official

Absent:

Mark Hyde	Director Public Works
Dan Phillips	GIS Analyst/Planner

A quorum was established and the meeting was called to order at 6:00 P.M.

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

Next was the report on City Council actions regarding recommendations resulting from the August 28, 2019 and September 11, 2019 Planning & Zoning meetings.

Next was citizens to be heard. There was no one present to speak.

Next under New Business, Mrs. Pate presented **CP19-03** Discuss and consider a request by Jerome and Rachel Gomer for concept plan approval on property described as 1.442 acres of land, more or less, described in a General Warranty Deed recorded under Instrument Number 2019-00021233 in the Real Property Records of Bell County, Texas, generally located at 1808 Ponca Trace, Harker Heights, Bell County, Texas.

Commissioner Robinson asked about all public works comments having nothing in light print under them. Mrs. Pate stated that unfortunately when copies are made in black and white you cannot see the updated comments. Mrs. Pate did state items have been addressed.

Mr. Ace Reneau with Mitchell and Associates of 102 College St., Killeen, TX 76541 was present to speak about the concept plan for Sapiah Plains Phase 3. This phase is a continuation with a vacant property and filling in that area. Mr. Gomer did speak with the owners to the North of Ponca Trace to see if would help with continuing the road and no one was interested in that. Chairman Robison asked if the drainage was there and good, Mr. Reneau 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 concept plan. Commissioner Anderson seconded the motion. The motion passed unanimously (8-0).

Next under New Business, Mrs. Pate presented **P19-11** Discuss and consider a request by Jerome and Rachel Gomer for preliminary plat approval for the proposed Sapiah Plains Phase Two, on 3.397 acres being part of the H.B. Littlefield Survey, Abstract No. 511, being part of a called 5.44 acre tract of record in Volume 1380, Page 255, Deed Records of Bell County, Texas, generally located at the corner of Ute Trail and Warriors Path, Harker Heights, Bell County, Texas.

Commissioner Robinson did ask about there being two (2) pieces on our sketches. Mrs. Pate stated that it is shows in Bell County Appraisal District as two separated pieces of land but Mr. Gomer does own both of them. Chairman Robison did ask about the sidewalk and asked how far in the future? Mrs. Pate said she wished she had the answer to that but did not know. She thought in the next two (2) years hopefully. Commissioner Charlton asked if there will be sidewalks on both sides of the road and Mrs. Pate said yes. Commissioner Parker asked if the there was a non-access easement along Warriors Path? Mrs. Pate said she did not believe there is one.

Mr. Ace Reneau with Mitchell and Associates of 102 College St., Killeen, TX 76541 was present to speak about the preliminary plat for Sapiah Plains Phase 2. Mr. Reneau stated we have continued with Phase 2 working in lots that would meet the standard sizing and spacing. The detention is included with Phase 1 construction and it should be started in the next two (2) weeks.

A motion by Commissioner Parker to amend his motion and approve as recommended as presented to include the condition that a one (1) foot non-access easement to be forwarded and approved by the Council. Commissioner Robinson seconded the motion. The motion passed unanimously (8-0).

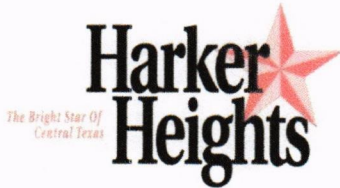
Chairman Robison then adjourned the meeting of the Planning and Zoning Commission at 6:43 P.M.

Larry Robison, Chairman

DATE:

Adam Parker, Secretary

DATE:



PLANNING AND ZONING COMMISSION MEMORANDUM

P19-17

AGENDA ITEM X-1

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING AND DEVELOPMENT
DATE: OCTOBER 30, 2019

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 AND 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.

PROJECT DESCRIPTION:

The applicants, Open Air Resort Harker Heights Real Estate Holdings LLC, have submitted their preliminary plat for approximately 30.39 acres of land along N. Roy Reynolds Drive previously known as Woodlawn Mobile Home Park. In June of 2019 the applicant received a successful rezone from R-MH (Manufactured Home Park District) to PD-B (Planned Development Commercial) for the purpose of developing an RV resort on the property. At this phase of development, the applicant has consulted with their engineer to design upgrades to the utilities in the area as well as develop the Plat for the property.

There will be an extension of an eight inch (8") water line from Jamie Road to service the site in addition to the existing four inch (4") line that served the mobile home park, as well as an overall upgrade to wastewater utilities throughout the park. The applicant also shows a five foot (5') sidewalk which will run roughly 535 feet from the edge of their property near Veterans Memorial Boulevard and extend north just beyond the main entrance along N. Roy Reynolds Drive.

Staff has reviewed the documents submitted and have made comments to all concerns (attachment 6). On October 14, 2019, staff met with the applicant and their engineer to address all outstanding comments concerning the property survey, general layout of the

plat, fire hydrant locations, location of all existing and proposed utility easements, and general water and wastewater utility details.

RECOMMENDATION

Based on the review and meeting with the applicant staff recommends approval with the following conditions:

1. Updated survey of property in order to provide true property boundaries and utility easements for platting purposes.
2. City Council approval of the preliminary plat would serve as approval for the P&Z, so long as condition 1 is satisfied.

ACTION BY THE PLANNING AND ZONING COMMISSION:

1. Motion to **approve, approve with conditions, or disapprove with explanation(s)** 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
2. Any other action desired.

ATTACHMENTS:

1. Application
2. Field Notes
3. Location Map
4. FEMA Flood Map
5. Water Map (Existing)
6. Wastewater Map (Existing)
7. Open Air Addition (Plat/Survey)
8. Utility Plans (water, wastewater, drainage)
9. Staff Comments