

Village of Salado, Texas
Planning & Zoning Commission
Minutes
Regular Meeting
6.30 p.m. Tuesday, November 12, 2019
Municipal Building, 301 N. Stagecoach Road
Salado, Texas

Present: Vice-Chair Tom McMahan; Donald Krause; Jim Hodgins; Paul Cox; Alternate Jasen Graham

Members Absent: Chairman K.D. Hill

Others Present: Don Ferguson, Administrator; Chrissy Lee, Planning & Development

1. CALL TO ORDER

Vice-Chair McMahan called the meeting to order at 6:30 p.m.

2. PUBLIC COMMENTS

None

3. CONSENT AGENDA

All items listed under this section, Consent Agenda, are considered routine by the P & Z Commission and may be enacted by one motion. If discussion is desired by the P & Z Commission, any item may be removed from the Consent Agenda at the request of a Commissioner and will be considered separately.

a. Minutes, October 8, 2019 – Regular Meeting

This item was postponed.

4. STAFF REPORT

- a. Current and future annexation plans
- b. Historic overlay district task force
- c. Minimum lot size task force recommendations
- d. Zoning and Subdivision Ordinance updates
- e. Upcoming commission training

Mr. Ferguson advised the Commission that the Board of Alderman had approved the annexation of a 54-acre tract on Royal Street and Smith Branch, the Rosamond development known as Drake Landing. With this annexation, public wastewater will be provided at a cost to the developer. He reminded the Commission that SISD property had been annexed a few months ago, but that did not include West Village Road at this time. The road remains a County road. Annexations were also being looked at on the interstate going south and on FM 2268.

The Board of Alderman has moved forward with a Historic District Overlay Task Force. This task force will develop overlay standards for the Historic District. A member of P&Z will be appointed to the task force.

The Minimum Lot Size Task Force recommendations will be forwarded to P&Z for consideration and recommendation to the BOA.

Zoning and Subdivision Ordinance draft changes are nearing completion by the legal team. New legislative requirements limit the Village's ability to regulate building materials in our Zoning Ordinance and change the plat process timeline in our Subdivision Ordinance. The amendments will be presented to P&Z for recommendation and public hearing.

There will be upcoming opportunities for training in conjunction with CTCOG. The training will be approximately 2-3 hours in length. A Monday during the afternoon was determined to be the best time for everyone.

5. **REGULAR SESSION**

- a. Discuss and consider possible action regarding a request for a permit to construct an addition to an existing structure located at 110 N. Main Street on property zoned Historic District (HD). (The Howling Wolff, Applicant)

Ms. Lee presented the project for 110 N. Main Street. The applicant is proposing an addition to the current business. The addition will be 80 sq. ft. and serve as a dressing room. The exterior will be finished with green hardi-plank siding to match the existing exterior. Bureau Veritas has reviewed the plans for compliance with applicable building codes and a permit is ready to be issued. The Historic Society has no objections.

Commissioner Cox made a motion to approve the project located at 110 N. Main Street as presented. Commissioner Krause seconded. The motion carried unanimously 5-0.

- b. Discuss and consider possible action regarding the construction plat and final plat for the Callie Christina Estates subdivision located off Stinnett Mill Road in Bell County, Texas, along with variance request relating to street design requirements. (Development Services Director)

Ms. Lee presented the Construction/Final Plat for Callie Christina Estates an 11-lot, 7.635-acre subdivision located on Stinnett Mill Road in the Village ETJ. The plat has been reviewed by John Simcik, the Village Engineer and there is one outstanding comment regarding street design which the applicant is seeking a waiver for.

The Village requires streets to be at least 28' back-of-curb to back-of-curb. The applicant is requesting to construct the street to the Bell County urban street requirement of 22' with grass lined ditches. Due to the rural nature and size of this subdivision the Village Engineer and staff are in support of this request. Bell County has reviewed the plat and it conforms to all of their standards. The road will be maintained by Bell County.

Discussion continued regarding the size of the street and the project's physical relation to nearby subdivisions. It was determined this subdivision would be not be able to connect to future development

and the street would continue to be a small cul-de-sac that would only serve the 11 lots created with this plat. The street will be constructed with ribbon curb. Mr. Ferguson noted that future changes to the Subdivision Ordinance may see the Village considering smaller streets for rural subdivisions such as this.

Commissioner Hodgin made a motion to recommend approval of Callie Christina Estates and the associated waiver to the Board of Alderman as presented. Commissioner Cox seconded. The motion carried unanimously 5-0.

- c. Discuss and consider possible action regarding changes in the park impact fee requirements for new subdivisions in Salado and its ETJ. (Village Administrator)

Mr. Ferguson advised the Commission that the current parkland dedication ordinance needed revision to better reflect today's need. Parkland requirements can involve the dedication of land, the fee in lieu of dedication, and the development of parks. Right now, the current requirements do not apply to the ETJ and they need to. The revisions considered will now apply to developments in the ETJ as well as the village limits. New requirements will be established for single-family, multi-family, and mixed developments. Planned developments will be required to meet or exceed the requirements. Fees will be established to reflect a more modern figure for determining the fee in lieu of. The new requirements were done with considerable research and methodology regarding population, land density, existing parkland, and land value. The goal is to maintain the existing level of parkland available in the Village and surrounding areas. A park development fee is a new fee added with this revision. Fees could be used to purchase parkland or improve existing facilities.

Requirements include 1-acre of dedicated parkland for every 95 dwelling units, with a minimum dedication of 2 acres. Trails and scattered amenities can be included to meet total requirements. The fee in lieu of will be \$400-\$500 per lot. There is also a park development fee to actually build the park. The developer can request a refund of 75% if he builds the park himself. If not built by the developer, the Village will hold the money in escrow and use it to build future parks or enhance existing parks. Neighborhood parks average over \$300,000 per acre to develop. A pre-development meeting will be required for each project to determine the best way to meet the requirements. Once formal submittal is presented, letters of compliance will be required along with plans. Fees and/or deposits will be required at the time of recordation. Standards will be considered for evaluating whether or not the land proposed for dedication is appropriate for parkland. Land in the floodplain will be considered, as there are many ways to use land in the floodplain for park purposes. Park design must be reviewed and approved by the Village. There are choices for amenities to include restrooms, nature stations, splashpads, trails, ballparks, gathering spaces, etc.

This item will be presented in December for public comments and consideration.

Vice-Chair McMahan adjourned the meeting at 7:38 p.m.

These minutes approved on Dec. 10, 2019

Chrissy Lee
Chrissy Lee, Planning & Development

K. Hill
Chairman

