

CITY OF HUNTSVILLE, TEXAS

Place 7 - S.O. Woods, Jr., Chairman

Place 1 - Les Thompson

Place 2 - Sharon Lynch

Place 3 - Al Hooten, Vice-Chairman



Place 4 - Jim Gumm

Place 5 - Rhonda Carpenter

Place 6 - Vacant

PLANNING COMMISSION AGENDA

THURSDAY, SEPTEMBER 15, 2022, 5:30 PM

Huntsville City Hall, 1212 Avenue M, Huntsville, Texas, 77340

Persons with disabilities who plan to attend this meeting and may need auxiliary aids or services are requested to contact the City Secretary's office (936.291.5413) two working days prior to the meeting for appropriate arrangements.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. CONSIDER

- a. Expanding the scope of duties for the Huntsville Board of Adjustments.
Armon Irones, City Planner
- b. The FY 2022-2023 Meeting Schedule and Submission Deadlines.
Armon Irones, City Planner
- c. The minutes of the July 21, 2022 meeting.
Armon Irones, City Planner

5. PUBLIC COMMENTS

6. ITEMS OF COMMUNITY INTEREST

Hear announcements concerning items of community interest from the Commission and City Staff for which no action will be discussed or taken.

7. ADJOURNMENT

CERTIFICATE

I, Kristy Doll, City Secretary, do hereby certify that the above notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.HuntsvilleTX.gov, in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: September 12, 2022

TIME OF POSTING: 9:15 a.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary



PLANNING COMMISSION AGENDA ITEM DISCUSSION FORM

Prepared by: Armon Irones, City Planner

Charles Young, Planner

SUBJECT: Expand the scope of duties for the Huntsville Board of Adjustments

MEETING DATE: September 15, 2022

FACTS, CODE REQUIREMENTS AND CONDITIONS

The City of Huntsville currently has a Board of Adjustments and a Board of Adjustments & Appeals. The Board of Adjustments is responsible for conducting public hearings and making final decisions on Variance requests and Appeals of Administration Decisions when it is alleged there has been an error in any order, requirement, decision, or determination made by the City Planner or any other administrative official in regard to the interpretation or enforcement of the Development Code. The Board of Adjustments & Appeals hears variance requests regarding building or fire codes, for non-safety issues. Additionally, this board holds public hearings and make recommendations to City Council when updates to the Building Codes are proposed.

The Board of Adjustments meets 3-5 times on average a year. The Board of Adjustments & Appeals meets infrequently, with their last meeting being in 2021. Their meeting in 2021 was their first meeting in 4 years. The Board of Adjustment is made up of members from a wide variety of professional backgrounds with 2 members that serve on both boards.

The Board of Adjustments is a board that has reviewed several complex cases over the years. They have a great knowledge of our Development Code and Building Code guidelines. Combine this with the infrequency of the Board of Adjustments & Appeals meetings, staff has determined that the Board of Adjustments can execute the duties of the Board of Adjustments & Appeals in the same highly effective manner.

STAFF RECOMMENDATION:

Expand the scope of duties for the Huntsville Board of Adjustments to include the duties of the Board of Adjustments & Appeals.

Planning Commission FY2022-2023 Meeting Schedule and Filing Deadlines

These meeting dates and times are hereby established by the Planning Commission.

An application will be considered filed for placement on a meeting agenda upon **confirmation by the City Planner** of a complete application **no later than noon** on the last day during the dates identified below to be placed on the corresponding meeting agenda for consideration.

Please Note: City Planner is allowed ten (10) working days to confirm a complete application.

Meetings are held at Huntsville City Hall, 1212 Avenue M, Huntsville, TX 77340 in the Council Chambers (or Conference Room when needed).

Regular meetings occur the first and third Thursday of the month. Specials Sessions may be called at any time. Work Sessions may be scheduled prior to each meeting – refer to each posted agenda for meeting time.

Meeting Date	Meeting Time	Application File Dates
October 6, 2022	5:30 PM	September 2-7, 2022
October 20, 2022	5:30PM	September 16-21, 2022
November 3, 2022	5:30 PM	October 3-6, 2022
November 17, 2022	5:30PM	October 14-19, 2022
December 1, 2022	5:30PM	November 1-4, 2022
December 15, 2022	5:30PM	November 11-16, 2022
January 5, 2023	5:30PM	December 2-7, 2022
January 19, 2023	5:30PM	December 16-21, 2022
February 2, 2023	5:30PM	January 3-6, 2023
February 16, 2023	5:30PM	January 13-18, 2023
March 2, 2023	5:30PM	February 1-3, 2023
March 16, 2023	5:30PM	February 14-17, 2023
April 6, 2023	5:30PM	March 1-6, 2023
April 20, 2023	5:30PM	March 14-17, 2023
May 4, 2023	5:30 PM	April 4-7, 2023
May 18, 2022	5:30PM	April 18-21, 2023
June 1, 2023	5:30 PM	May 2-5, 2023
June 15, 2023	5:30PM	May 16-19, 2023
July 6, 2023	5:30 PM	June 6-9, 2023
July 20, 2023	5:30PM	June 20-23, 2023
August 3, 2023	5:30 PM	July 3-6, 2023
August 17, 2023	5:30PM	July 14-19, 2023
September 7, 2023	5:30 PM	August 7-10, 2023
September 21, 2023	5:30PM	August 21-24, 2023

Approved: //

MINUTES OF THE MEETING OF THE PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS, AT CITY HALL, 1212 AVENUE M, HUNTSVILLE, TEXAS ON THE 21ST DAY OF JULY 2022 AT 5:30 PM.

Members present: Woods; Hooten; Thompson; Carpenter; Lynch; Gumm; Emmett

City staff present: Byal; Irones; Jeng-Bulloch

Audience present: Joe Dell; Matt Hannes; Grant Davis; Cindi Hannes; Tiffany Matchett; Lesley Reel;
Daniel Beamon

1. CALL TO ORDER

The meeting was called to order by Chairman Woods. [5:30 PM]

2. PLEDGE OF ALLEGIANCE

a. U.S. Flag

b. Texas Flag

3. INVOCATION

Vice-Chairman Hooten led the invocation

4. PUBLIC HEARING to take testimony concerning the application for a Conditional Use Permit for a proposed vehicle maintenance shop to be located at I-45 North Feeder Road on Walker County Property ID #34333.

Chairman Woods opened the Public Hearing

City Planner, **Armon Irones** gave the staff report for the project per the discussion form. It was noted that staff has received communication for an adjacent property owner. The property owner was in opposition to the proposed Conditional Use Permit because she said her property taxes will increase due to the development.

The applicant, gave a presentation regarding the project and informed the Planning Commission they were only developing the 2 acres along the I-45 Feeder Road and not the entire 12-acre site. The development will be a Caliber Collision auto body shop.

Matt Hannes, residing at 2413 Settlers Way, addressed the Planning Commission stating that he has concerns about buffering because his home is directly adjacent to the site. He said once trees are removed, it will lead to noise issues. The applicant informed Mr. Hannes the section of the site that is adjacent to his home will remain untouched and they will preserve as many trees as possible.

Speakers in Support of the Conditional Use Permit Application

There were none.

Speakers in Opposition of the Conditional Use Permit Application

There were none.

Chairman Woods called for any additional comments from the public.

There were none.

Chairman Woods closed the Public Hearing at 5:47 p.m.

5. CONSIDER

- a.** The application for a Conditional Use Permit for a proposed vehicle maintenance shop to be located at I-45 North Feeder Road on Walker County Property ID #34333, located in the City Limits of Huntsville.

City Planner, **Armon Irones** gave an overview of the subject property. Mr. Irones also informed the Commission that staff has eight conditions as part of the approval of the Conditional Use Permit. Commissioner Emmett asked the applicant if the entire 12-acre site will be developed or just the 2 acres and Mr. Joe Dell informed him just the 2 acres will be developed. Commissioner Emmett also asked about the future plans for Pine Shadows Drive. Mr. Dell said there may be a Developer Agreement with Pine Shadows Drive in the future. Commissioner Thompson asked the applicant if they owned the right-of-way to Pine Shadows and Mr. Dell said eventually, they will own about 100' of right-of-way on Pine Shadows Drive. He also informed the Planning Commission that access to the site will occur off Pine Shadows. Vice-Chairman Hooten asked Kevin Byal about the tree preservation ordinance and would it apply to this site. Mr. Byal said it would and staff had discussions with the applicant about tree removal and buffering.

Vice-Chairman Hooten moved to recommend approval of the Conditional Use Permit per the Conditional Use Permit Draft Approval Letter. Commissioner Thompson seconded. The item passed 6-1, Commissioner Emmett voted in opposition.

- b.** The Preliminary Plan for Rockbridge East Subdivision, located in the City Limits of Huntsville.

City Planner, **Armon Irones**, gave an overview per the staff report. Mr. Irones informed the Planning Commission that since the gross density of the development is less than 4 units per acre then no Waivers/Modification of Subdivision Standards will be requested. Commissioner Lynch asked if this development was in the Huntsville ETJ and Mr. Irones informed her that it is in the city limits of Huntsville. Vice-Chairman Hooten asked the applicant about parks, greenspace, and recreational activities for the residents. The applicant, Daniel Beamon said there is a park that was built in the first Rockbridge Subdivision and the residents will have access to it. He believes the owner does have intentions to develop a park in the future but has not fully discussed these details with the owner. Mr. Byal informed the Planning Commission there was a playground built in the first Rockbridge Subdivision development. Vice-Chairman Hooten stated he's glad to see starter home developments being built in the city but is disappointed with the lack of recreational amenities in these communities. Mr. Beamon informed the Planning Commission that he will take these concerns to the property owner and will provide an update when he comes back for final plat approval. Commissioner Lynch asked the applicant if they were aware of the tree preservation ordinance, and he responded that he is.

Commissioner Carpenter moved to approve the Preliminary Plan for Rockbridge East Subdivision. Commissioner Gumm seconded. The vote was unanimous.

- c.** The Final plat of Lot 1 of Tiffany Matchett and Herratio Hedspetch 0.640-acre Subdivision, located in the City Limits of Huntsville.

City Planner, **Armon Irones**, gave an overview of the subject property per the staff report. Mr. Irones also informed the Planning Commission that the applicant requested two Modification/Waiver of Subdivision Standards-1) The minimum right-of-way width requirement for 1st Street per Table 10-1 of the Development Code is 70' since it is a Collector Street and currently there is 50 feet of right-of-way. 2) The minimum paving width for 1st Street per Table 10-1 of the Development Code is 41' and this section of 1st

Street only has 24.5' of paving. The applicant informed the Planning Commission they are combining the three lots into one and this was the original configuration before they were divided up.

Vice-Chairman Hooten moved to approve the Final plat of Lot 1 of Tiffany Matchett and Herratio 0.640-acre Subdivision and the Modification/Waivers of Subdivision Standards for the minimum right-of-way width and the minimum paving width on 1st Street. Commissioner Carpenter seconded. The vote was unanimous.

- d. The minutes of the July 7, 2022, meeting.

Vice-Chairman Hooten moved to approve the July 7, 2022, meeting minutes. Seconded was by Commissioner Emmett. The vote was unanimous.

6. PUBLIC COMMENT

There were no public comments.

7. ITEMS OF COMMUNITY INTEREST

Commission members were informed on items of community interest. No action was discussed or taken.

Armon Irones informed the Commission that on August 2, 2022, there will be an Open House from 3-5 pm at the Library in the Large Meeting Room followed by a Joint Workshop with the City Council and the Planning Commission regarding the Development District updates.

8. ADJOURNMENT

Commissioner Thompson made a motion to adjourn the meeting. Commissioner Emmett seconded. The vote was unanimous. [6:16 PM]