

CITY OF HUNTSVILLE, TEXAS

Place 3 - Al Hooten, Chairman

Place 1 - Les Thompson
Place 2 - Sharon Lynch
Place 4 - Jim Gumm



Place 5 - Rhonda Carpenter
Place 6 - Benjamin Session
Place 7 - Weldon Wallace

**PLANNING COMMISSION AGENDA
THURSDAY, JANUARY 18, 2024, 5:30 PM**

Huntsville Public Library - Staggs Community Room
1219 13th Street, 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. The Preliminary Plan of the Howard Subdivision, Lots 1A and 5-9, located in the city limits of Huntsville.
- b. The Final Plat of Q.C. Robbins Subdivision Lot 1A, being a Replat of Lots 1 and 2, located in the city limits of Huntsville.
- c. The minutes of the January 4, 2024, meeting.

5. 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.

6. ADJOURNMENT

CERTIFICATE

I, Sharon Schultz, Deputy 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: January 12, 2024

TIME OF POSTING: 3:30 p.m.

TAKEN DOWN:

Sharon Schultz

Sharon Schultz, Deputy City Secretary



PLANNING COMMISSION AGENDA ITEM DISCUSSION FORM

Prepared by: Armon Irones, City Planner

Layne Yeager, Planner

MEETING DATE: January 18, 2024

SUBJECT: The Howard Subdivision, Lots 1A and 5-9 Preliminary Plan

TYPE OF REVIEW: Preliminary Plan

APPLICANT: Dee Howard

FACTS, CODE REQUIREMENTS AND CONDITIONS

The subject property is currently undeveloped and is approximately 35.86 acres in size. It is proposed to be The Howard Subdivision, Lots 1A and 5-9. It will be located in the 300 Block of FM 247 along the western portion approximately 495' north of the intersection of FM 247 and FM 980 in the city limits of Huntsville. The property to the north of the subject property is undeveloped and the properties to the south and west are large rural single-family housing tracts. Each lot will be at least 1.15 acre; therefore, the proposed use is a good fit for the character of the neighborhood and surrounding lots.

According to the preliminary plan, there will be a 30' access easement entrance/exit point into the community off of FM 247 and there will be another 30' access easement approximately 362' from the entrance that will intersect with it to provide access to Lots 5-8. The subject property will consist of 6 total lots and the density will be 0.167 lots per acre. The setbacks will be 25' on the front, 10' in the rear, and 10' on the sides.

The applicant is requesting a Modification/Waiver of Subdivision Standards from **Article 5, Table 5-2** for the maximum length of a flag lot for Lot 1A. The maximum length allowed is 200' per the Huntsville Development Code and the proposed flag lot for Lot 1A is approximately 628.06'.

As this is just the preliminary plan, all final civil engineering plans will have to be approved before the submittal of a final plat. If the preliminary plan is approved, the Final Plat will be presented to the Commission for review and approval at a later date.

STAFF RECOMMENDATION:

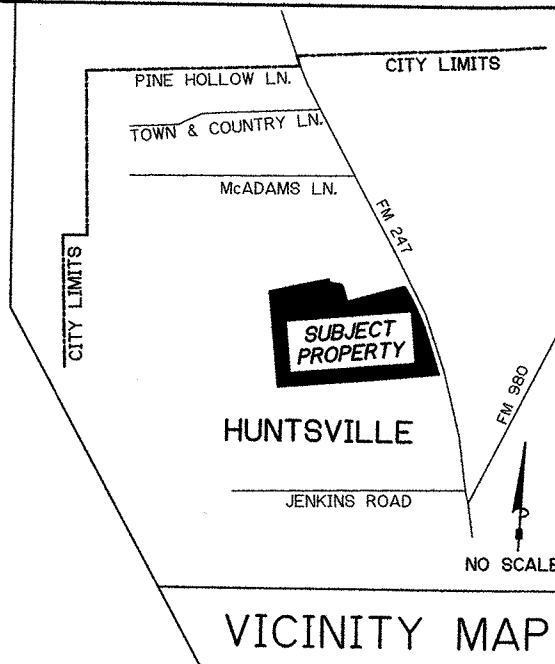
*As it is in compliance with the Development Code residential subdivision regulations, staff recommends **approval** of the Preliminary Plan as submitted for The Howard Subdivision, Lots 1A and 5-9 Preliminary Plan. Staff also recommends the Planning Commission approve the Modification/Waiver of*

Subdivision Standards request for the maximum length allowed for a flag lot for Lot 1A.

ATTACHMENTS:

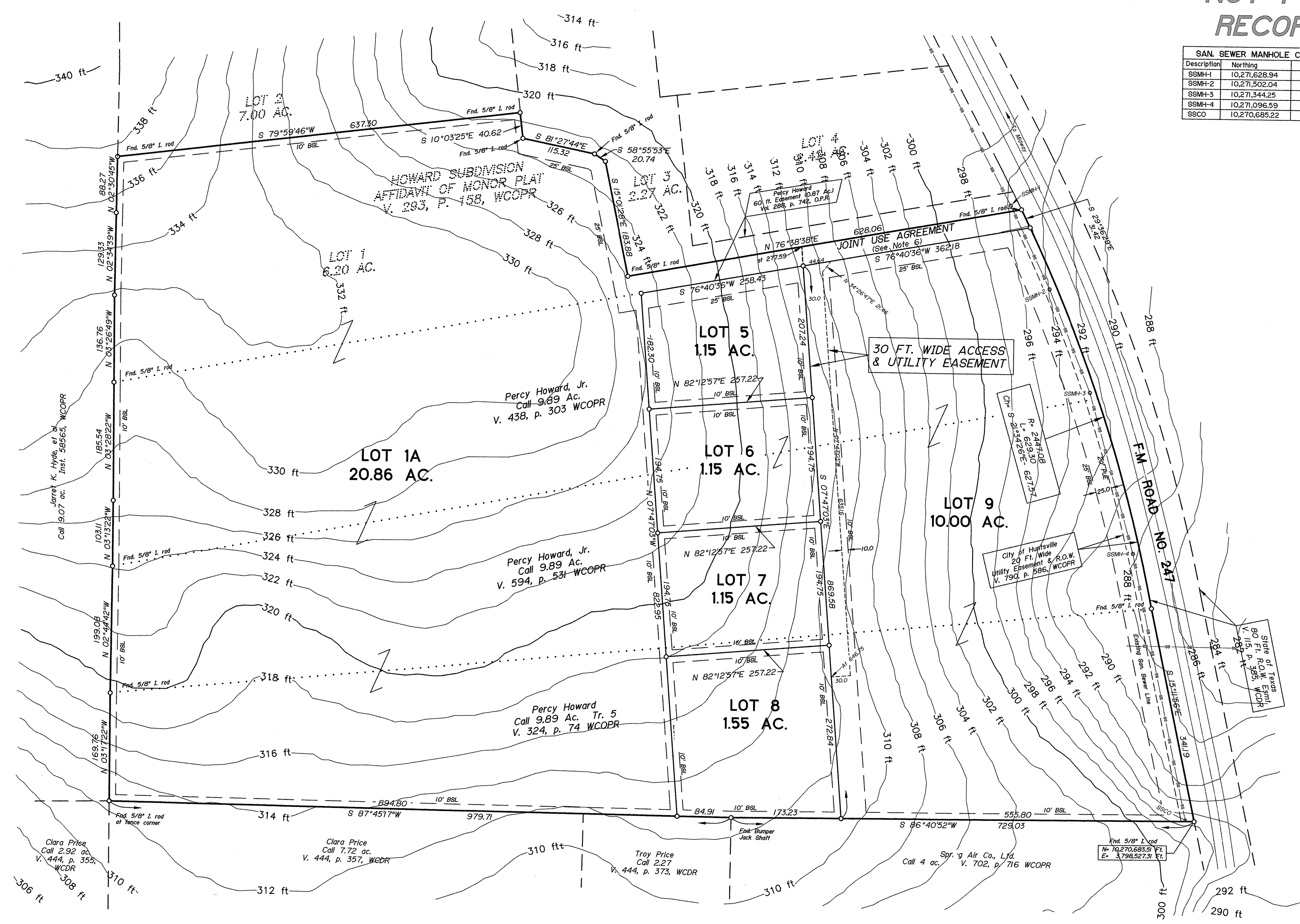
Preliminary Plan

Vicinity map



**PRELIMINARY
NOT FOR
RECORD**

SAN. SEWER MANHOLE COORDINATES		
Description	Northing	Eastng
SSMH-1	10,271,628.94	3,798,174.29
SSMH-2	10,271,502.04	3,798,243.87
SSMH-3	10,271,344.25	3,798,318.50
SSMH-4	10,271,096.59	3,798,403.03
SSCO	10,270,685.22	3,798,512.99



- LEGEND**
- BSL Building Setback Line
 - PUE Public Utility Easement
 - SSCO Sanitary Sewer Clean Out
 - SSMH Sanitary Sewer Man Hole
 - WCOPR Walker County Deed Records
 - WCOPR Walker County Official Public Records

PUBLIC EASEMENTS

All public easements denoted on this plat are dedicated to the use of the public forever. Any public utility, including the City of Huntsville, shall have the right always of ingress and egress to and from and upon these easements for construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or parts of its respective systems without the necessity of any time of getting the permission of the property owner. Any public utility including the City of Huntsville shall have the right to move and keep moved all or part of any building, fences, trees, shrubs, other growths or improvements that in any way endangers or interferes with the construction, maintenance or efficiency of its respective systems on any of the easements shown on this plat. Neither the City of Huntsville nor any public utility shall be responsible for replacing or reimbursing the property owner due to removal or relocation of any obstructions in the public easements.

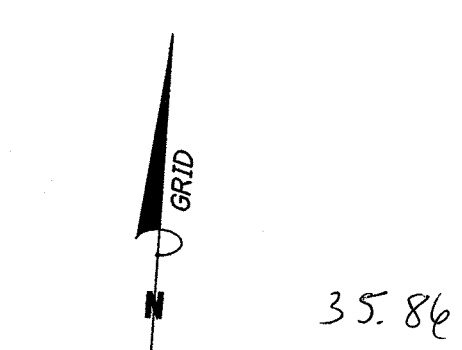
- NOTES**
- The purpose of this Plat is to combine Lot 1 of HOWARD SUBDIVISION with a portion of Percy Howard three 3.69 acre tracts shown hereon thereby creating Lot 1A and to add Lots 5-9 out of the remainder of said Percy Howard tracts to said HOWARD SUBDIVISION.
 - Minor Plat of HOWARD SUBDIVISION is recorded in Volume 293, page 158, Official Public Records of Walker County, Texas.
 - Coordinates, bearings and distances shown hereon are Grid, NAD 83 (1993), Texas Central Zone referenced to the City of Huntsville Mapping Control Network and are based on the position of control point number 7003 having published coordinates of N= 10,270,788.650 feet and E= 3,798,566.150 feet and G.P.S. observations. Distances may be converted to Geodetic Horizontal (surface) by dividing by a Combined Scale Factor of 0.999998.
 - Unless otherwise noted corners are marked with 5/8" iron rods set with 1-3/4" diameter, yellow plastic caps stamped "H.E. McAdams R.P.L.S. No. 2005" unless otherwise noted.
 - This property is within Zone X, "areas determined to be outside the 0.2% annual chance floodplain" according to FEMA Flood Insurance Rate Map, Community-Panel No. 48063-02200 and Map Number 48471C02500, dated August 16, 2011.
 - Owners herein do hereby create a Joint Use Access Agreement between Lots 1A and 5-9 along the Staff of Lot 1A from FM 247 west R.O.W. to an extension of the east line of Lot 5.
 - This survey was completed without an Abstract of Title. There may be easements and/or other matters not shown.

**PRELIMINARY
NOT FOR RECORD**

CERTIFICATION BY SURVEYOR

I, Harold E. McAdams, do hereby state that this plat represents a survey made on the ground and that all corners and monuments are as shown hereon.

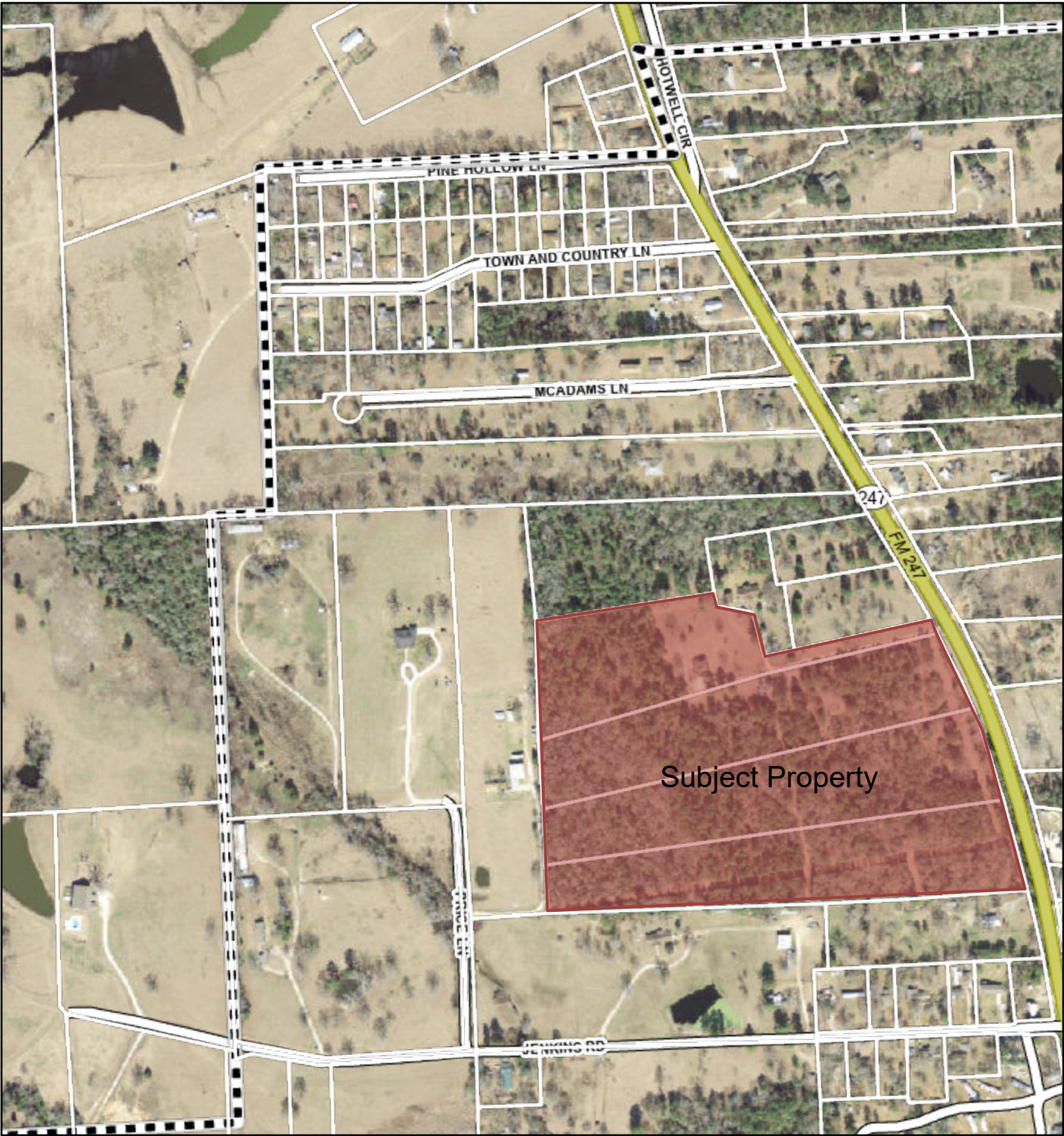
Signed **PRELIMINARY**
Harold E. McAdams
Reg. Prof. Land Surveyor
April 15, 2022



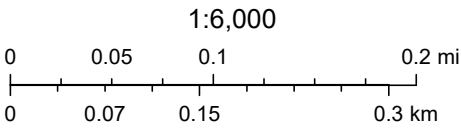
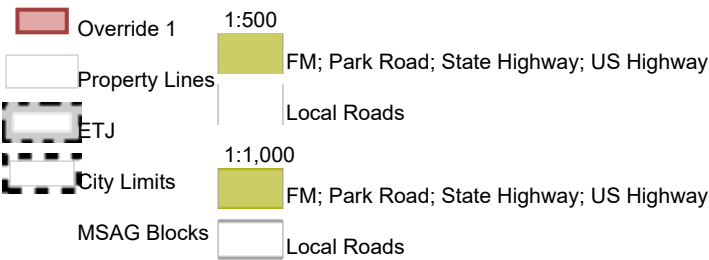
**HOWARD SUBDIVISION
LOTS 1A AND 5-9**
CITY OF HUNTSVILLE
WILEY PARKER LEAGUE, A-37
WALKER COUNTY, TEXAS

JULY 2022
SCALE: 1" = 100 FEET
H.E. McAdams & Son Surveyors, Inc.
Registered Professional Land Surveyors
P.O. Box 5047, Huntsville, Texas 77342
TPELS Firm No. 10194425

Vicinity Map



1/9/2024, 12:26:48 PM





PLANNING COMMISSION AGENDA ITEM DISCUSSION FORM

Prepared by: Armon Irones, City Planner

Layne Yeager, Planner

MEETING DATE: January 18, 2024

SUBJECT: Final Plat of Q.C. Robbins Subdivision Lot 1A, being a Replat of Lots 1 and 2

TYPE OF REVIEW: Final Plat

APPLICANT: Jimmy Henry

FACTS, CODE REQUIREMENTS AND CONDITIONS

The subject property is currently a paved lot and is 1.467 acres in size. It was formerly a parking lot for a Ford dealership that was across the street. It is located along the east side of Lake Road at 2867 Lake Road, approximately 110' north of the intersection of Lake Road and IH 45 S Feeder Road. The property is currently platted as two lots and the applicant wants to combine them into one. The proposed use is unknown to staff. The property to the north and east of the subject property is a church, the property to the south is a gas station, and the property to the west is the St. Luke's Emergency Room Center.

There are currently two existing ingress/egress access points to the property. The setbacks will be 25' on the front, 10' in the rear, and 10' on the sides. Lake Road is a collector street with a 60' right-of-way.

The applicant is requesting a Modification/Waiver of Subdivision Standards from **Article 10, Table 10-1** regarding right-of-way width for a collector street and per the Huntsville Development Code, the minimum right-of-way width for a collector street is 70'. When platting occurs, the applicant is responsible for dedicating half of the required right-of-way width. In this case that would be 5' since an additional 10' is needed.

The final plat must be approved by the Planning Commission because of the Modification/Waiver of Subdivision Standards request due to the applicant not wanting to provide the right-of-way dedication.

STAFF RECOMMENDATION:

*As it is in compliance with the Development Code residential subdivision regulations, staff recommend **approval** of the Final Plat as submitted for The Final Plat of Q.C. Robbins Subdivision Lot 1A, being a Replat of Lots 1 and 2. Staff also recommends the Planning Commission deny the Modification/Waiver of Subdivision Standards request not to provide 5' of right-of-way along Lake Road.*

ATTACHMENTS:

Final Plat

Vicinity map

CERTIFICATION BY THE CITY ENGINEER

STATE OF TEXAS
COUNTY OF WALKER

I, THE UNDERSIGNED CITY ENGINEER OF HUNTSVILLE, TEXAS, HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN TO THIS PLAT REGARDING THE DESIGN AND CONSTRUCTION OF PUBLIC IMPROVEMENTS AND RELATED EASEMENTS AND RIGHT-OF-WAY.

DATED THIS ____ DAY OF _____, 2024.

CITY OF HUNTSVILLE ENGINEER

CERTIFICATION BY THE CITY PLANNING OFFICER

I, THE UNDERSIGNED PLANNING OFFICER OF THE CITY OF HUNTSVILLE, TEXAS, CERTIFY THAT THE PLAT CONFORMS TO THE CITY COMPREHENSION PLAN, AND ALL APPLICABLE DESIGN CRITERIA AND STANDARDS OF THE CITY OF HUNTSVILLE, TEXAS..

DATED THIS ____ DAY OF _____, 2024.

CITY OF HUNTSVILLE PLANNING OFFICER

APPROVAL OF THE PLANNING COMMISSION

THIS PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING COMMISSION OF THE CITY OF HUNTSVILLE, TEXAS, WITH RESPECT TO THE PLATTING OF THE LAND AND IS HEREBY APPROVED BY THE COMMISSION.

DATED THIS ____ DAY OF _____, 2024.

CHAIRMAN

CERTIFICATION BY THE COUNTY CLERK

STATE OF TEXAS
COUNTY OF WALKER

I, KARI FRENCH IN AND FOR WALKER COUNTY, DO HEREBY CERTIFY THAT THIS PLAT WITH ITS CERTIFICATES OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE THE

____ DAY OF _____, 2024 IN THE PLAT RECORDS OF WALKER COUNTY, IN

VOLUME _____, PAGE _____.

KARI FRENCH, COUNTY CLERK
WALKER COUNTY, TEXAS

OWNERS ACKNOWLEDGEMENT AND DEDICATION

STATE OF TEXAS
COUNTY OF WALKER

I, THE UNDERSIGNED OWNER OF THE LAND SHOWN ON THIS PLAT, AND DESIGNATED AS THE MINOR REPLAT OF LOTS 1 AND 2 OF THE Q.C. ROBBINS SUBDIVISION TO THE CITY OF HUNTSVILLE, IN THE CITY OF HUNTSVILLE, WALKER COUNTY, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, PARKS, EASEMENTS, AND PUBLIC PLACES SHOWN THEREON FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

MAYME DELL HENRY

NOTARY PUBLIC ACKNOWLEDGEMENT

STATE OF TEXAS
COUNTY OF WALKER

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE ____ DAY OF _____, 2024.

NOTARY PUBLIC FOR STATE OF TEXAS

SURVEYOR'S CERTIFICATE

I, JAMES EDWARD GRANT, A REGISTERED PROFESSIONAL LAND SURVEYOR DO HEREBY CERTIFY THAT THIS PLAT REPRESENTS AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION ON XX/XX/2023, AND SUBSTANTIALLY COMPLIES WITH THE MINIMUM STANDARDS FOR LAND SURVEYING IN TEXAS AS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

**PRELIMINARY. THIS DOCUMENT SHALL NOT
BE RECORDED FOR ANY PURPOSE AND SHALL
NOT BE USED OR VIEWED OR RELIED UPON
AS A FINAL SURVEY DOCUMENT**

JAMES EDWARD GRANT
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 4742

DATE SIGNED

DEVELOPER: JIMMY D. HENRY
88 BAKERS LANE,
HUNTSVILLE, TX 77340
(936)-581-3272

LOT 1A, BEING A REPLAT OF LOTS 1
AND 2 OF THE Q.C. ROBBINS
SUBDIVISION

IN THE CITY OF HUNTSVILLE,
WILLIAM N. MOCK SURVEY, A-347,
WALKER COUNTY, TEXAS

SURVEYOR:

TABLEROCK

2204 TIMBERLOCH PLACE, SUITE 180
THE WOODLANDS, TX 77380
832.415.3869
TBPELS FIRM LICENSE NO. 10194261
WWW.TABLEROCKSURVEY.COM

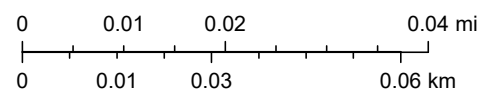
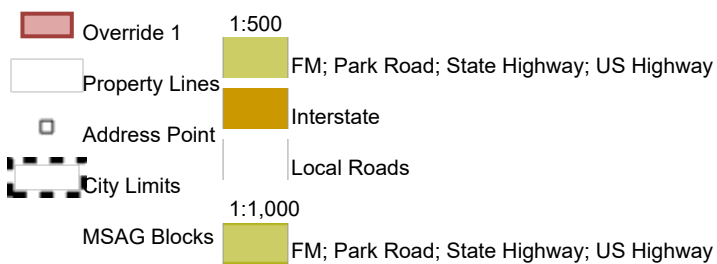
DATE	09/12/23	CHK	SPW
DRWN	WWC	APPR	JEG

Vicinity Map



1/9/2024, 12:31:23 PM

1:1,200



MINUTES OF THE MEETING OF THE PLANNING COMMISSION HELD IN THE COMMUNITY ROOM, AT THE HUNTSVILLE PUBLIC LIBRARY, 1219 13TH STREET, HUNTSVILLE, TEXAS ON THE 4TH DAY OF JANUARY 2024 AT 5:30 PM.

Members present: Hooten; Carpenter; Thompson; Gumm; Wallace.

City staff present: Irones; Byal; Yeager; Woods; Bulloch

Audience present: Debbie Townley; Paul Garza; Chris Clemly; Jonathon Payne; Ben Bius; Kim Bius; Jack Newberry; Naomi Strauss; David Bius; Jordan Otto; Jeff Robertson

1. CALL TO ORDER

The meeting was called to order by Vice-Chairman Hooten. [5:30 PM]

2. PLEDGE OF ALLEGIANCE

- a. **U.S. Flag**
- b. **Texas Flag**

3. INVOCATION

Commissioner Carpenter led the invocation.

4. ELECTION

- a. **Chairman**
Commissioner Thompson moved to nominate Vice Chairman Hooten as the Chairman. Second was made by Commissioner Wallace.
- b. **Vice-Chairman**
Commissioner Gumm moved to nominate Commissioner Carpenter as the Vice-Chairman. Second was made by Commissioner Thompson.

5. CONSIDER

- a. The Preliminary Plan of The Estates of Texas Grand Ranch Section 1, located in the Huntsville ETJ.

City Planner, Armon Irones gave an overview of the subject property. He informed the Planning Commission this preliminary plan received approval from them on September 21, 2023, but was back before them due to a Modification/Waiver of Subdivision Standards request. He informed the Commissioners that when those future Reserves get platted, they will be shown on the final plat. Staff recommended the approval of the Preliminary Plan, and the Modification/Waiver of Subdivision Standards request to not show the remainder of Reserves north and south of the Lonestar Road Subdivision on the Final Plat.

Commissioner Wallace moved to approve the Preliminary Plan and the Modification/Waiver of Subdivision Standards request to not show the remainder of Reserves north and south of the Lonestar Road Subdivision on the Final Plat. Second was by Commissioner Carpenter. The vote was unanimous.

- b. The Final Plat of The Estates of Texas Grand Ranch Section 1, located in the Huntsville ETJ.

City Planner, Armon Irones gave an overview of the subject property. He informed the Planning Commission that this is Section 1 and there are additional sections planned for this development. Staff recommended the approval of the Final Plat as submitted for The Estates of Texas Grand Ranch Section 1.

Commissioner Carpenter moved to approve the Final Plat Lonestar Road Subdivision. Second was by Commissioner Thomas. The vote was unanimous.

- c. The Final Plat of The Reserve at Huntsville Subdivision, located in the city limits of Huntsville.

City Planner, Armon Irones gave an overview of the subject property. He informed the Planning Commission the preliminary plan for this plat was approved by them on June 16, 2022. Staff recommended the approval of the Final Plat as submitted for The Reserve at Huntsville Subdivision.

Commissioner Wallace moved to approve the Final Plat of The Reserve at Huntsville Subdivision. Second was by Commissioner Carpenter. The vote was unanimous.

- d. The Final Plat of The Woods at Elkins Lake Subdivision, located in the city limits of Huntsville.

City Planner, Armon Irones gave an overview of the subject property. Staff recommended the denial of the Final Plat as submitted for The Woods at Elkins Lake Subdivision. Due to the plat not being in compliance with the Engineering design policies and guidelines of the City of Huntsville Development Code residential subdivision regulations such as major inconsistencies of the final plat and civil plans regarding the location and amount of detention ponds and drainage easements being provided and having the drainage easements labeled as public when the developer was informed by city staff, they would have to be private drainage easements.

Applicant, Ben Bius gave an overview of the project and the limitations of stormwater drainage. Stating that this development does not have adjacent streets to easily tie stormwater drainage into and must utilize storm sewers to cross private property to make a connection into the city's stormwater system. These three proposed public sewer easements would tie into private detention ponds that serve the development.

Applicants Engineer, Jeff Robertson gave descriptions of the detention ponds and drainage easement locations in relation to the site.

Director of Development Services, Kevin Bial gave a briefing of the standard practice of city standards regarding the dedication of private versus public easements in regard to private drainage facilities. Drainage infrastructure is private from the point of the private detention pond to the location of public infrastructure located within public roadways and or easements. As proposed, this design layout on the submitted plat is not in line with the current city Development Code and Design Standards. Should this situation happen anywhere else within the city, the developer would have to follow the same guidelines of the required private drainage easement. The downside is that this may set a precedence for future situations of irregular drainage infrastructure. Long term this will be a maintenance issue in the lifetime of the infrastructure within this drainage easement.

City Engineer, Kathlie Bulloch gave an overview of public versus private separation of drainage infrastructure of standard practices and view of the Engineering Guidelines. All other developments that have detention facilities follow city development guidelines. Storm sewers are the responsibility and maintained by the developer and or HOA for the community until the connection is made at a public storm sewer connection point.

City Surveyor, Gene Woods gave an overview of his responsibilities in relation to this plat. He informed the Planning Commission that he reviews the easements, mathematical closures, and other survey related matters. He informed the Planning Commission about the easement

requirements and it would be needed to be a public easement verses a private easement and this is because Elkins Lake Recreation Corporation not willing to accept the maintenance of the storm sewer.

Elkins Lake Recreation Corporation Representative, Jordan Otto stated that they will not accept the maintenance responsibility of the storm sewer system within the property outside the area of the development in a private drainage easement. They are going to accept mowing maintenance common areas, any landscaping upkeep, and minor silt maintenance only for the four detention ponds. They will not maintain anything within Elkins Lake that is infrastructure related.

Adjacent resident, Debora Townley lives at 829 Cherry Hills Drive which is adjacent to The Woods at Elkins Lake Subdivision. She voiced her concerns regarding the detention pond adjacent to her property and the current flooding of her property. Provided a video of stormwater flowing from the development across her property. This flooding causes erosion and sediment deposits across her property.

Commissioner Thompson moved to approve the Final Plat and filing of the plat will take place upon approval of Civil Plans of The Woods at Elkins Lake Subdivision. Second was by Commissioner Gumm. The vote was unanimous.

- e. The minutes of the December 7, 2023, meeting.

Commissioner Carpenter moved to approve the minutes. Second was by Commissioner Wallace. The vote was unanimous.

6. ITEMS OF COMMUNITY INTEREST

No updates concerning items of community interest were given.

7. ADJOURNMENT

Commissioner Thompson moved to adjourn the meeting. Second was by Commissioner Wallace. The vote was unanimous. [6:48 PM]