

CITY OF HORSESHOE BAY

PLANNING AND ZONING COMMISSION NOTICE OF REGULAR PUBLIC MEETING

February 5, 2019

Notice is hereby given to all interested members of the public that the Horseshoe Bay Planning and Zoning Commission will hold a Regular Public Meeting on Tuesday, February 5, 2019 in the City Council Chambers at City Hall, #1 Community Drive, Horseshoe Bay, Llano County, Texas. The Regular Public Meeting will begin at 3:00 p.m. The agenda for the Regular Public Meeting is to discuss and/or act on the following:

1. Call the Meeting to Order and Establish a Quorum
2. Public Comments (Those who wish to speak are asked to limit their comments to three minutes)
3. Approval of Minutes of the October 30, 2018 Regular Meeting
4. Approval of 2019 P&Z Meeting Schedule
5. Workshop on Proposed P&Z Work Program for 2019
 - A. Review, discussion and possible action regarding previous P&Z Commission discussion and action to address issues, inconsistencies, and incompatibilities found by Commission members between the Zoning Ordinance text for the Zones assigned, the Zoning Maps for the Zones assigned, and the existing land uses found during field checks
 - B. Review, discussion and possible action regarding previous P&Z Commission discussion and action to address minimum square footage requirements for multi-family units in the R-4 and R-6 Zoning classifications in all Zones
 - C. Request by Brent Lane to revisit the Long Range Comprehensive Plan to identify potential projects/programs
 - D. Schedule presentation by Brent Lane and Eric Winter regarding planned communities and projects that can be looked at as models for future development in Horseshoe Bay
 - E. Other Items from Commission Members
6. Adjournment



Eric W. Winter, Development Services Dir.

The Planning and Zoning Commission may go into closed session, if necessary and appropriate, pursuant to the applicable section of the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapter D, on any matter that may come before the Commission that is listed on the Agenda and for which a closed session is authorized. No final action, decision, or vote will be taken by the Commission on any subject or matter while in closed session. Any action, decision or vote will be taken by the Commission only in open meeting.

CITY OF HORSESHOE BAY**PLANNING AND ZONING COMMISSION
MINUTES OF REGULAR MEETING**

October 30, 2018

The Planning and Zoning Commission of the City of Horseshoe Bay held a Regular Meeting in the Council Chambers at City Hall, located at #1 Community Drive, Horseshoe Bay, Llano County, Texas, on October 30, 2018, in accordance with the duly posted notice of said meeting.

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered, with the agenda subject and item number shown preceding the applicable paragraph.

1. Call the Meeting to Order and Establish a Quorum:

Vice-Chairman Pat Bouchard called the meeting to order at 3:00 p.m. with a quorum of Commission Members as follows:

Present

Chairman Neil Andrew
Vice-Chairman Pat Bouchard
Commission Member Brent Lane
Commission Member Mark Hazelwood

Absent

Commission Member Edwin 'Scooter' Lofton

2. Public Comments (Those who wish to speak are asked to limit their comments to three minutes):

Mike Maine, Marsha Piercefield, and several residents of The Cape were present but did not choose to speak.

3. Approval of Minutes of the October 2, 2018 Regular Meeting

Pat Bouchard made a motion to approve the October 2, 2018 meeting minutes, seconded by Mark Hazelwood. The motion passed unanimously (4-0).

4. Public hearing, discussion and possible action regarding a recommendation to City Council to approve a Zoning Ordinance Amendment to adopt the Future Land Use Map (FLUM)

Development Services Director gave a presentation summarizing the history behind the draft version of the Future Land Use Map (FLUM).

Marsha Piercefield stated her belief that park-model homes were incompatible with Horseshoe Bay South and would lead to overcrowding. Mike Maine wanted to go on the record to state that the Horseshoe Bay Property Owners Association was not in any way involved with the FLUM.

Commission Member Brent Lane requested that the intersection of FM 2147 and Summit Rock Blvd be designated Historic and Community Facilities.

Brent Lane made a motion to approve the draft version of the FLUM with requested correction, seconded by Pat Bouchard. The motion passed unanimously (4-0).

5. Adjournment

Vice-Chairman Pat Bouchard adjourned the meeting at 3:37 p.m.

APPROVED this 5th day of February 2019.

CITY OF HORSESHOE BAY, TEXAS

Neil Andrew, Chairman

ATTEST:

Eric W. Winter, Development Services Director



CITY OF HORSESHOE BAY



2019 PLANNING & ZONING COMMISSION PROPOSED MEETING SCHEDULE

Date	Type	Time and Location
1/1/19	No Meeting - Holiday	
2/5/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
3/5/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
4/2/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
5/7/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
6/4/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
7/2/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
8/13/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
9/3/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
10/1/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
10/29/19	Regular P&Z Meeting	3:00 p.m. Council Chambers
11/19/19	Regular P&Z Meeting	3:00 p.m. Council Chambers



CITY OF HORSESHOE BAY

PLANNING & ZONING COMMISSION

FEBRUARY 5, 2019

To: Planning & Zoning Commission
From: Eric W. Winter, Development Services Director
RE: Agenda Information

This Memo provides some additional information regarding the Workshop agenda items for the February 5 meeting:

4. The proposed schedule for P&Z meetings in 2019 is attached for consideration.
5. Workshop on Proposed P&Z Work Program for 2019. The proposed Work Program picks up where the previous P&Z Commission left off when they started to exclusively focus on the FLUM. They had already done a lot of work on the first two items in the Work Program below, but I want the current Commission to review their information and if in support of it make recommendations for staff to prepare Ordinance Amendments for Council consideration. Information on those items below is from the November 14, 2017 P&Z meeting, including updated information, and the original Staff Reports for each and copies of the November meeting Minutes are attached.
 - A. The previous P&Z Commission discussed the issues and inconsistencies they found between the Zoning Ordinance text for the Zones they were assigned, the Zoning Maps for the Zones they were assigned, and the existing land uses they found during their field checks. I have compiled a list of all of the Zoning inconsistencies discussed thus far, including additional ones submitted by former P&Z Commission member Lynette Morrison and would ask that the Commission review each to determine if it should be included in a comprehensive Zoning Ordinance Amendment to address all of the determined inconsistencies. Note that the 5 issues that still need to be decided were discussed by P&Z at that meeting and are reflected in the Minutes of that meeting.
 - B. Regarding appropriate minimum unit sizes in the R-4 and R-6 Multi-Family zoning classifications, the previous P&Z Commission asked Staff to prepare an Ordinance Amendment with increased minimum unit sizes for projects in all Zones. Note that this action is reflected in the Minutes of the meeting.
 - C. Brent Lane has requested that the Commission include a Work Program item to revisit the Long Range Comprehensive Plan for possible projects or programs.
 - D. Staff is requesting that the Commission include scheduling a Workshop for Brent Lane and I to present information on other major developments, such as The Woodlands, Anthem, etc., from which the Commission may be able to glean ideas and concepts that can be added to our development ordinances.



CITY OF HORSESHOE BAY
PLANNING & ZONING COMMISSION
NOVEMBER 14, 2017

To: Planning & Zoning Commission
Thru: Stan R. Farmer, City Manager
From: Eric W. Winter, Development Services Director
RE: Discussion and possible action on final list of issues and inconsistencies found by Commission Members between the Zoning Ordinance text for the Zones assigned, the Zoning Maps for the Zones assigned and the existing land uses found during field checks

At the October 3 P&Z meeting, Commission Members discussed the list of inconsistencies between the Zoning text, Zoning Maps and land use field checks for each of their Zones. Staff refined the list and it is presented in the attachment for final discussion and action to be included in a comprehensive Zoning Ordinance Amendment addressing them, which could be set for a public hearing at the January 2 P&Z meeting.

There are still several items in the list that need to be decided by the Commission at the meeting, including:

1. Whether auto service stations should be removed from all C-2 Commercial classifications, and the use be allowed only as a Conditional Use in certain C-2 classifications;
2. Should a maximum building size of 15,000 sq. ft. be established in all Zones, with larger sizes requiring a Variance?
3. Should the maximum number of units in a multi-family building be 20?
4. Should there be no difference in the regulations between lots of less than ½ acre and lots larger than ½ acre in the C-2 classification?
5. Should there be a maximum size for a commercial building in C-2, rather than the existing maximum size for the ground floor only?

Staff recommends that all of the other issues on the list be included in a Zoning Ordinance Amendment, along with any that the Commission decides at the meeting.

Enclosures: Final list of Zoning Inconsistencies including five that still need to be decided

ZONING INCONSISTENCIES AGREED BY P&Z MEMBERS ON 10/3/17 AND SOME STILL NEEDING TO BE ADDRESSED BEFORE BEING INCLUDED IN A ZONING ORDINANCE AMENDMENT

1. Remove airplane weight limits in Zone 15 Airport.
2. In Zone 18, change Guest Houses to Casitas.
3. Ron Mitchell has verbally agreed to allow the City to request elimination of Zone 14 Horseshoe Bay Corridor and assign the PD authorizations from Zone 14 to each of the lots as lots in Zone 4A Horseshoe Bay Proper.
4. Should auto service stations be removed from the C-2 Commercial classification in all Zones, and made a Conditional Use in some of the C-2 classifications?

ZONING INCONSISTENCIES INFORMATION
FROM COMMISSION MEMBER LYNETTE MORRISON

1. Should there be a maximum building size in every Zone - with a maximum of 15,000 sq. ft. with larger sizes requiring a Variance?
2. Golf cart storage garages should be added to Sec. 14.02.402(b)(14) – Standards Applicable to all Zones -- Supplemental regulations – Residential accessory structures new Subsection (E).
3. Change language of all Sections discussing minimum dwelling unit size to read: “structures having 20 or fewer living units”, and projects for more than 20 units would require a Variance. Should the maximum number of units in a multi-family building be 20?
4. Eliminating different regulations for lots less than ½ acre and more than ½ acre in the C-2 classifications could create issues where the ACC would approve something in one of these areas based on it being allowed by the CC&Rs, but then the City would deny it. Should this be considered?
5. Should there be a maximum size for a commercial building in C-2, as the maximum now is only for the ground floor size?

ZONING INCONSISTENCIES FROM STAFF AND SAM TARBET

1. Need to define and regulate casitas on the same lot as the residence – need to be connected by a breezeway and not have a complete kitchen.
2. Need to add zero rear yard setbacks for waterfront lots in specific areas as allowed by the plats in their Zones.
3. A parcel of land on the Pecan Creek Zoning Map is shown as R-4 Multi-Family Residential, but there is no R-4 classification in the Zone 6 text, so text needs to be added to Zone 6.



CITY OF HORSESHOE BAY

PLANNING & ZONING COMMISSION

NOVEMBER 14, 2017

To: Planning & Zoning Commission
Thru: Stan R. Farmer, City Manager
From: Eric W. Winter, Development Services Director
RE: Draft Minimum unit sizes for multi-family units in the R-4 and R-6 Multi-family classifications in Zone 3 Horseshoe Bay West and Zone 4A Horseshoe Bay Proper

Currently, the required minimum unit sizes for the R-4 and R-6 classifications in Zones 3 and 4A are:

ZONE	R-4	R-6
3 & 4A Horseshoe Bay West & Proper	750*	750**

* Except for the 25 lots generally along Broken Hills, Buffalo Peak, Hi Valley, Mountain Leather and Apache Tears – 1,800 sq. ft. and 2,000 sq. ft. for golf course and contiguous lots

** Apartments – 750 sq. ft.; Townhouses – 1,200 sq. ft.; Cottages – 1,400 sq. ft. and golf course lots – 1,800 sq. ft.

After much discussion by Commission Members, Commission Member Pat Bouchard stated that 1,000 sq. ft. was too small, and he suggested that the minimum size should be 1,200 sq. ft. in R-4 and 1,500 sq. ft. in R-6.

Staff has prepared the draft Ordinance Amendment reflecting those suggestions.

Enclosures: Draft Zoning Ordinance Amendment

CITY OF HORSESHOE BAY

PLANNING AND ZONING COMMISSION MINUTES OF REGULAR MEETING

November 14, 2017

The Planning and Zoning Commission of the City of Horseshoe Bay held a Regular Meeting at City Hall, in the City Council Chambers located at #1 Community Drive, Horseshoe Bay, Llano County, Texas, on November 14, 2017, in accordance with the duly posted notice of said meeting.

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered, with the agenda subject and item number shown preceding the applicable paragraph.

1. **Call the Meeting to Order and Establish a Quorum:**

Chairman Norm Long called the meeting to order at 3:00 p.m. with a quorum of Commission Members as follows:

Chairman Norm Long
Vice Chairman Neil Andrew
Commission Member Pat Bouchard
Commission Member Lynette Morrison
Commission Member Wayne Anderson

2. **Public Comments (those speaking are asked to limit their comments to three minutes):**

Mayor Steve Jordan, Mayor pro tem Craig Haydon, Johnnie Whatley, Dorothy Long, Mike Thuss and two unidentified citizens were in attendance but did not ask to speak.

3. **Approval of Minutes of the October 3, 2017 Regular Meeting:**

Pat Bouchard made a motion to approve the minutes as revised, seconded by Wayne Anderson. The motion passed unanimously (5-0).

4. **Workshop**

A. **Continued discussion and possible action on issues and inconsistencies found by Commission Members between the Zoning Ordinance text for the Zones assigned, the Zoning Maps for the Zones assigned, and the existing land uses found during field checks:**

Eric Winter stated that this item was being brought back for discussion and action with the full Commission being present. The Commission discussed only the 5 outstanding items provided by staff as follows:

1. Whether auto service stations should be removed from all C-2 Commercial

classifications, and the use be allowed only as a Conditional Use in certain C-2 classifications - The Commission decided to discuss this item during the CUP Ordinance Amendment discussion.

2. Should a maximum building size of 15,000 sq. ft. be established in all Zones, with larger sizes requiring a Variance? The Commission agreed to this by consensus.
3. Should the maximum number of units in a multi-family building be 20? The Commission agreed by consensus to take the greater than 20 language out wherever it is referenced.
4. Should there be no difference in the regulations between lots of less than ½ acre and lots larger than ½ acre in the C-2 classification? The Commission agreed to remove the less than ½ acre language by consensus.
5. Should there be a maximum size for a commercial building in C-2, rather than the existing maximum size for the ground floor only? After some discussion, the Commission agreed by consensus that the maximum size for the ground floor should be 6,000 sq. ft., and the maximum building size should be 18,000 sq. ft., with larger sizes requiring a Variance.

B. Review, discussion and possible action regarding on a Zoning Ordinance Amendment to address minimum square foot sizes for multi-family units in the R-4 and R-6 zoning classifications in Zone 3 Horseshoe Bay West and Zone 4A Horseshoe Bay:

Eric Winter reviewed this item. Commission Member Pat Bouchard clarified that he wanted the 20% of units to remain at 750 square feet for affordability and that 80% of units should be increased to 1,000 square feet in R-4 and 1,200 square feet in R-6. The Commission discussed this item and agreed to these sizes by consensus and asked staff to make the changes in any Zone where the minimum size is currently 750 square feet.

C. Discussion and possible action on uses to be allowed in the C-2 General Commercial classification in all Zones with approval of a Conditional Use Permit:

Eric Winter reviewed this item. Commission Member Lynette Morrison asked whether a bar should require 35% of revenue from food sales. Commission members discussed the difficulty with enforcing this requirement, and agreed by consensus not to include it, and to remove the language in Sec. 14.02.414(d)(10) and Sec. 14.02.414(d)(11) regarding being allowed along Hwy. 71 only. For auto service stations, the Commission agreed by consensus that they should have a maximum of 8 pumps. All other uses were agreed to by consensus.

D. Discussion and possible action on recommendation to City Council regarding the Official Existing Land Use Map:

Eric Winter reviewed this item. Commission Members discussed several areas where it appeared that commercial land uses were shown but should be changed. The first was in