

**PLANNING AND ZONING COMMISSION  
NOTICE OF REGULAR PUBLIC MEETING**

September 1, 2020

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, September 1, 2020 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.

This meeting will be closed to in-person attendance by the public. A temporary suspension of certain aspects of the Open Meetings Act to allow cities to hold public meetings via telephone has been granted by Governor Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and are in accordance with Section 418.016 of the Texas Government Code. Members of the public may participate via zoom. To join our Zoom Meeting go to <https://us02web.zoom.us/j/82593242301?pwd=VDFQYXpSd1JxckVVdHg3QUFCSmhJQT09>

Meeting ID: 825 9324 2301

+1 346 248 7799 US (Houston)

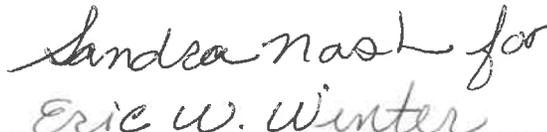
Passcode: 055055

One tap mobile

+13462487799,,82593242301#,,,,,0#,,055055# US (Houston)

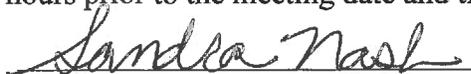
The meeting will be recorded and uploaded to the City's website following the conclusion of the meeting. The agenda, meeting packet, and meeting recording will be available on the Agendas & Minutes page of the City's website: [www.horseshoe-bay-tx.gov/agendacenter](http://www.horseshoe-bay-tx.gov/agendacenter)

1. Call the Meeting to Order and Establish a Quorum
2. Approval of Minutes of the August 11, 2020 Regular Meeting
3. Public Hearing, discussion, consideration and recommendation to City Council on a request to amend Exhibit D the Tuscan Village Planned Development to add Community Garden and Dog Park as Conditional Uses with approval of a Conditional Use Permit. ITEM CONTINUED FROM REGULAR PLANNING AND ZONING COMMISSION MEETING ON AUGUST 11, 2020
4. Discussion and input from Commission Members regarding proposed changes to the Zoning Ordinance for improvements of the M-1 Manufactured Home section in Zone 4B Horseshoe Bay South
5. 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.

I certify that the above notice of meeting was posted at City of Horseshoe Bay City Hall and website [www.horseshoe-bay-tx.gov](http://www.horseshoe-bay-tx.gov), at least 72 hours prior to the meeting date and time.

  
Sandra Nash, Assistant Planner

**CITY OF HORSESHOE BAY**

**PLANNING AND ZONING COMMISSION  
MINUTES OF REGULAR MEETING**

**August 11, 2020**

The Planning and Zoning Commission of the City of Horseshoe Bay held a Regular Meeting in the City Council Chambers located at #1 Community Drive, Horseshoe Bay, Llano County, Texas, on August 11, 2020 in accordance with the duly posted notice of said meeting. This meeting was closed to in-person attendance by the public, but the public was able to participate by telephone.

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 Brent Lane called the meeting to order at 3:03 P.M. with a quorum of all members present either at the meeting or by telephone, as follows:

Commission Members present in person:

Vice Chairman Scooter Lofton

Commission Member Beverly Graham

Commission Member Greg Waldron

Commission Members present via telephone:

Chairman Brent Lane

Commission Member Mark Bloschock

Three members of the public were connected to the meeting by telephone.

**2. Approval of Minutes of the April 7, 2020 Regular Meeting**

A motion to approve the Minutes was made by Greg Waldron and seconded by Beverly Graham. The motion passed unanimously (5-0).

**3. Public Hearing, discussion, consideration and recommendation to City Council on a request to amend Exhibit D the Tuscan Village Planned Development to add Community Garden and Dog Park as Conditional Uses with approval of a Conditional Use Permit**

Chairman Brent Lane opened the Public Hearing at 3:10 PM. He then turned the Public Hearing over to Vice Chairman Scooter Lofton as Chairman Pro Tem. After several unsuccessful attempts to resolve technical issues with the virtual meeting platform it was decided that in order to have public input the item should be continued to the September 1, 2020 Planning and Zoning Commission meeting.

Commissioner Beverly Graham made a motion to continue the Public Hearing to the September 1, 2020 Regular Planning and Zoning Commission meeting at 3:00 P.M. The motion was seconded by Greg Waldron. The motion passed unanimously (5-0).

4. **Adjournment**

A motion to adjourn the meeting was made by Greg Waldron and seconded by Beverly Graham. The motion was approved unanimously (5-0). The meeting was adjourned at 3:35 P.M.

APPROVED this 1st day of September, 2020.

**CITY OF HORSESHOE BAY, TEXAS**

---

**Brent Lane, Chairman**

**ATTEST:**

---

**Eric W. Winter, Development Services Director**



## CITY OF HORSESHOE BAY

**AUGUST 11, 2020**

**To: Planning and Zoning Commission**  
**Thru: Stan Farmer, City Manager**  
**From: Sandra Nash, Assistant Planner**  
**Re: Public Hearing, discussion, consideration and recommendation to City Council on a request to amend Exhibit D the Tuscan Village Planned Development to add Community Garden and Dog Park as Conditional Uses with approval of a Conditional Use Permit**

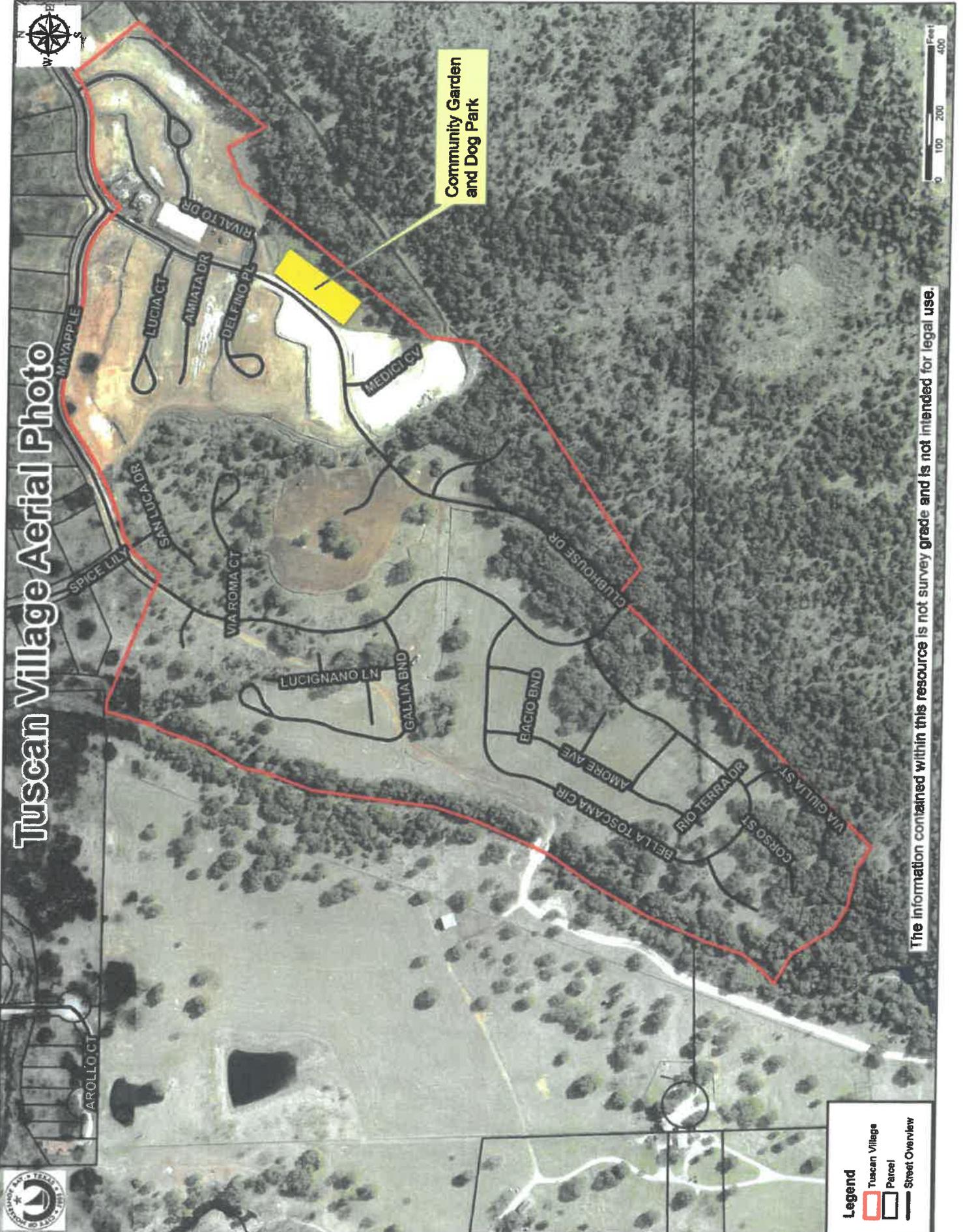
**This Ordinance would amend Exhibit D the Tuscan Village Planned Development to add community garden and dog park as Conditional Uses for use by its residents. The property is located in Zone 12 Summit Rock and is zoned MUR-PD Mixed Use Residential-Planned Development. Currently these uses are not permitted within Tuscan Village, although they are included as Conditional Uses in Zone 12 Summit Rock.**

**The property is located in Tuscan Village which begins on Mayapple in Summit Rock. The proposed community garden and dog park are each approximately 5,600 square feet and will be located on the east side of Clubhouse Drive, just past Rivalto. The proposed location is within the 1.6 acre tract that was recently brought into the Tuscan Village PD and is the site of the well and water storage tanks.**

**The Summit Rock Architectural Control Committee has approved this Ordinance Amendment.**

**Enclosures: Aerial Photo  
Zoning Map  
Tuscan Village Layout  
Proposed Amenity Layout Plan  
Ordinance 2020-\_\_\_\_\_**

# Tuscan Village Aerial Photo



Community Garden and Dog Park

The information contained within this resource is not survey grade and is not intended for legal use.

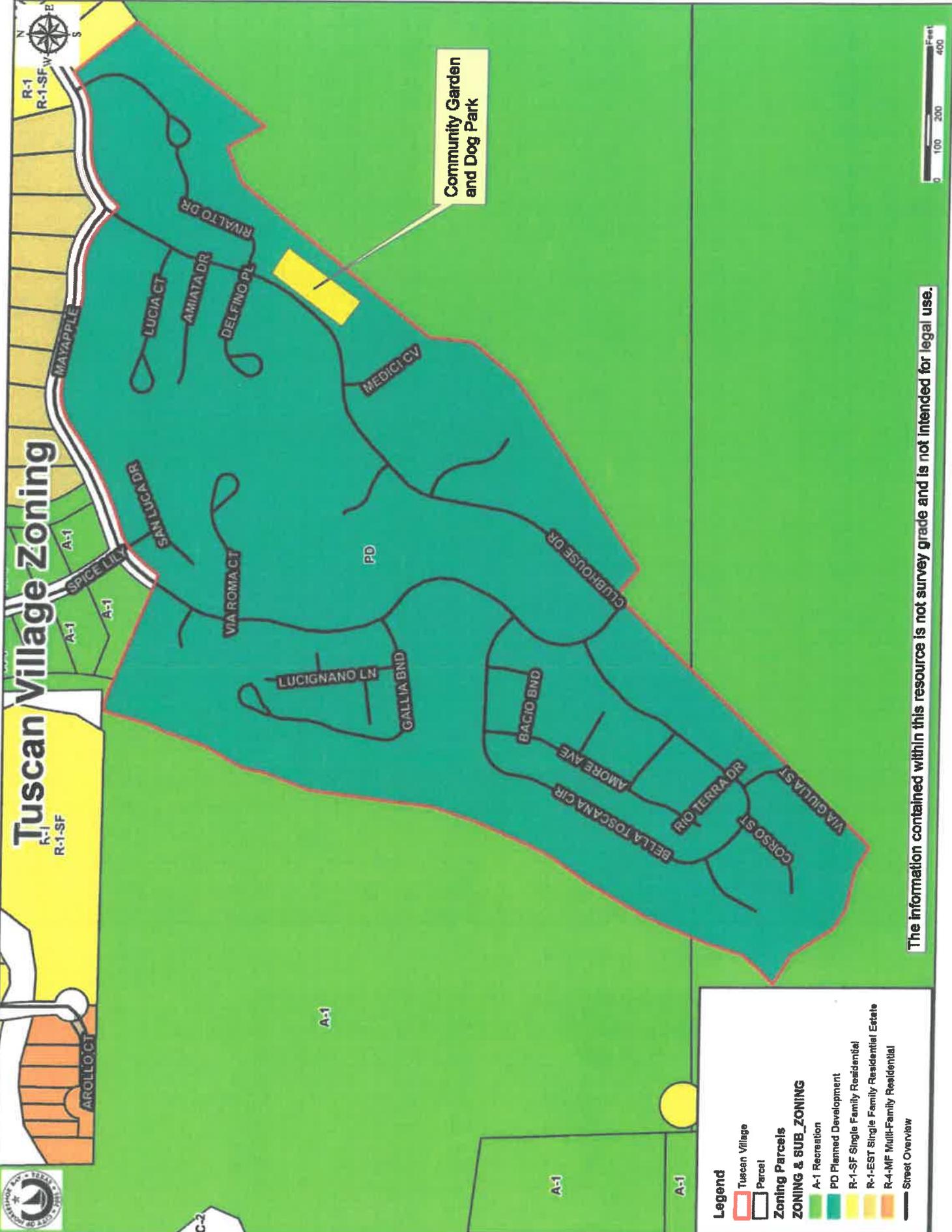
**Legend**

- Tuscan Village
- Parcel
- Street Overview





# Tuscan Village Zoning



Community Garden and Dog Park

**Legend**

- Tuscan Village
- Parcel

**Zoning Parcels**

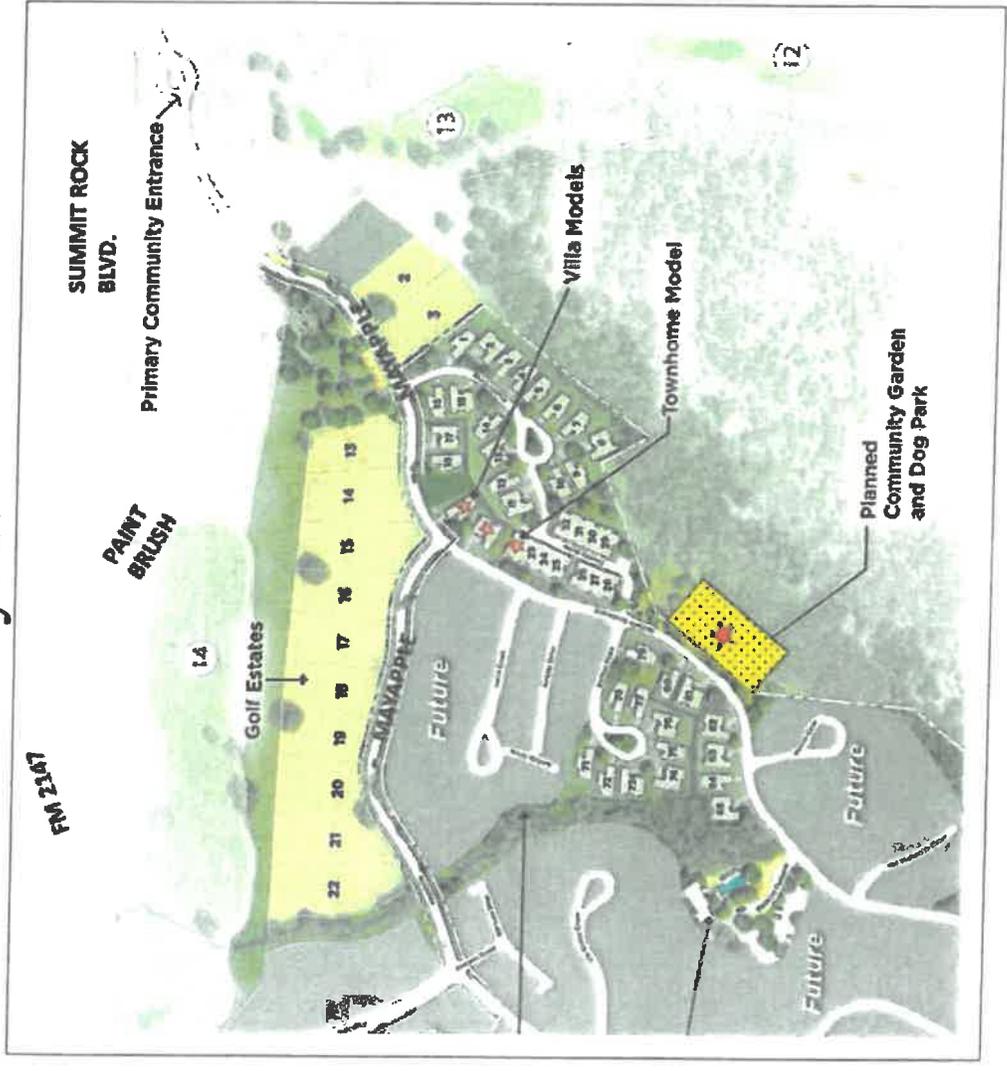
**ZONING & SUB\_ZONING**

- A-1 Recreation
- PD Planned Development
- R-1-SF Single Family Residential
- R-1-EST Single Family Residential Estate
- R-4-MF Multi-Family Residential
- Street Overview

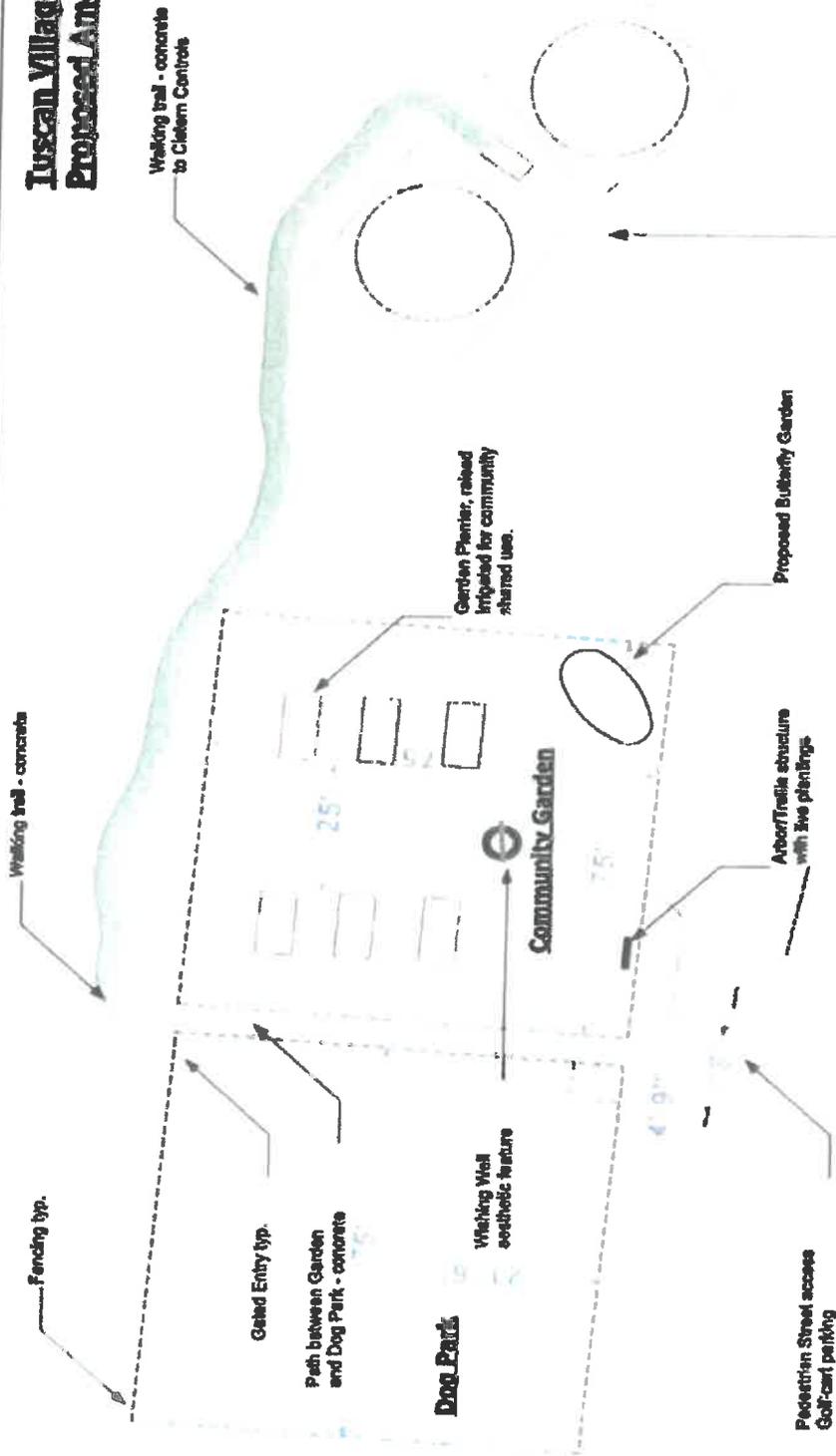
The information contained within this resource is not survey grade and is not intended for legal use.



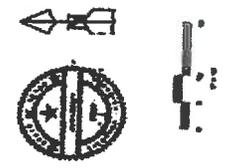
# Tuscan Village Layout



# Tuscan Village - Horseshoe Bay Proposed Amenity Layout Plan



Clitem/Pump-  
Sas Separated approved plans





---

## CITY OF HORSESHOE BAY

AUGUST 11, 2020

---

**To: Planning and Zoning Commission**  
**Thru: Stan Farmer, City Manager**  
**From: Sandra Nash, Assistant Planner**  
**Re: Discussion and input from Commission Members regarding proposed changes to the Zoning Ordinance for improvements of the M-1 Manufactured Home section in Zone 4B Horseshoe Bay South**

---

Staff has been working on an Ordinance which would amend the Zoning Ordinance to add new regulations for Manufactured Homes. The goal is to help improve the appearance of the M-1 Manufactured Home section in Zone 4B Horseshoe Bay South while still offering affordable housing options.

In order to expand housing options for Horseshoe Bay residents, we have included Modular Homes as a permitted use within this Zoning classification. Some of the current provisions in the Zoning Ordinance have been updated and other items have been included for the first time.

This item is on the agenda for discussion and input from Commission members before the Ordinance is put into final form for consideration by City Council.

**Map of Manufactured Home Section of Horseshoe Bay South**  
**Current Manufactured Home Zoning Ordinance**  
**Summary of Major Changes Proposed**



**Legend**

- STREET
- MH Neighborhood
- Horseshoe Bay South
- Horseshoe Bay City Limit
- Parcel

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT.P, NRCAN, Esri Japan, METI, Esri China

The information contained within this resource is not survey grade and is not intended for legal use.



*City of Horseshoe Bay Code of Ordinances*

**Chapter 14 Zoning, Article 14.02, Division 3, Sec. 14.02.406 Zone 3 Horseshoe Bay West, Zone 4A Horseshoe Bay Proper and Zone 4B Horseshoe Bay South (i)**

**(i) The following provisions shall be applicable to all land within Zone 4B Horseshoe Bay South classified as M-1 Mobile Home: (Ordinance 10-01-26A adopted 1/26/10)**

(1) Uses permitted.

(A) A single-family mobile home (HUD manufactured home) dwelling on a lot, except that “double trailers” such as “double tens” and “double twelves” or an expanding unit designed to form one complete dwelling may be placed on a lot.

(Ordinance 07-09-18E, sec. 3.6, adopted 9/18/07)

(B) An accessory structure, including a carport, as defined and regulated in this section. (Ordinance 10-04-20A, sec. (b), adopted 4/20/10)

(2) Maximum height. One level not to exceed fifteen (15) feet above the highest contour line of the applicable lot.

(3) Minimum yard requirements. Except where there is specifically designated on an approved plat, which specification shall control, the following apply:

(A) Front yard setbacks shall conform to a minimum depth of ten (10) feet from the front lot line to the closest structural projection, including porches, but not including awnings, overhangs, or planters.

(B) A side yard setback shall be maintained of at least five (5) feet in depth from all side lot lines to the building line of any structure, with a minimum clearance of forty (40) inches from awnings or other projections to the side property line. Corner lots shall maintain a minimum setback of ten (10) feet from the side street line.

(C) A rear yard shall be maintained of at least fifteen (15) feet from the rear lot line to the nearest building line, excepting fences, walls, and hedges when used as a property or boundary line separation.

(4) Maximum area of dwelling. No more than fifty percent (50%) of the total lot area shall be covered by a mobile home and other structures.

(5) Minimum dwelling unit size. All mobile homes shall require not less than seven hundred (700) square feet of floor area for any single-family mobile home including contiguous patios, cabana, ramada, carport, or similar structure with a minimum floor area of five hundred (500) square feet for the living area in the dwelling portion of the mobile home.

(6) Tie-downs. Each manufactured home shall be anchored as required by Texas Administrative Code, title 10, part 1, chapter 80, subchapter D (TAC section 80.54).

(7) Garages and carports. Garages and carports are not required but may be constructed on a lot within the required building setback lines.

(Ordinance 07-09-18E, sec. 3.6, adopted 9/18/07)

(8) Reserved. (Ordinance 10-04-20A, sec. (c), adopted 4/20/10)

(9) Awnings. Open and closed awnings shall be permitted. (Ordinance 07-09-18E, sec. 3.6, adopted 9/18/07)

(10) Minimum development standards. The following minimum standards are required to be met for any manufactured home to be located on a lot, including: (Ordinance 10-04-20A, sec. (a), adopted 4/20/10)

(A) Masonry, stone or stucco patterned cement board with an appropriate fastening method (but no Hardiplank or Hardiboard) underpinning for all manufactured homes. (Ordinance 2017-15 adopted 7/18/17)

(B) A paved driveway shall be provided onto the lot.

(C) Lot coverage. All structures and buildings, including manufactured homes and outbuildings, and any carports, decks or stairways attached thereto, and parking areas shall not cumulatively cover more than 50 percent of the total area of an individual manufactured home lot.

(D) Colors of buildings. Building colors should be of a neutral, earth or sky tone, and manufactured homes and accessory structures in colors not in those ranges will not be approved.

(E) Any carport provided must meet the following minimum standards:

(i) The carport would have to be the same color as the manufactured home. Specific types of material excluded are preformed, corrugated or ribbed metal, and fiberglass or plastic sheets or panels. Metal can be used for the walls of the unit provided they have a factory applied and painted finish closely matching the color of the primary structure. Also, excluded as an exterior material are standard concrete masonry units except when the walls of the building are painted the exact color of the primary structure.

(ii) The carport would have to have a pitched roof that matches that of the manufactured home and that is no taller than the manufactured home's roof.

(iii) The carport cannot be more than 400 square feet in size and must only be built over a city-approved paved driveway.

(iv) Pre-manufactured, and other carport construction shall be allowed so long as any carports utilizing structural steel members or steel pipe shall require design approval by a professional engineer, and all foundation plans for anchoring the carport structure to a permanent foundation must be approved by the building inspector, as part of the required building permit.

(F) Accessory structures. Any accessory structure, which cannot exceed 10' by 12' in size, shall be properly maintained in a clean and sanitary condition and free from physical hazards and other matter detrimental to the public health.

(Ordinance 10-04-20A, sec. (a), adopted 4/20/10)

#### **Sec. 14.02.402 Standards applicable to all property in all zones (K)**

(K) Fences do not have to be attached to the main building, must not exceed seven (7) feet in height, except in Zone 10 Siena Creek where eight (8) feet is permitted, and may be of any manufactured materials approved by the appropriate subdivision's architectural control committee, but **cannot be chain-link, wooden privacy, cyclone or hurricane type fences, except in the M-1 classification in Zone 4B Horseshoe Bay South, in Zone 15 Airport and in the GUI Governmental Utility and Institutional classification in any zone.** Split-rail cedar fences are permitted in Zone 3 Horseshoe Bay West, Zone 4A Horseshoe Bay and Zone 4B Horseshoe Bay South. Three-rail white vinyl fencing is permitted in Zone 5 Bay Country.

***Chapter 14 Zoning, Article 14.02, Division 3, Sec. 14.02.406, Zone 3 Horseshoe Bay West, Zone 4A Horseshoe Bay Proper and Zone 4B Horseshoe Bay South (i)***

**Summary of Major Changes Proposed**

1. Addition of the permitted use for modular homes
2. Requirement that the age of the manufactured home be 3 years or newer
3. Addition of written standards for the installation of accessory buildings and structures
4. Max height requirement changes from 15 to 30 feet to allow for 2 story modular homes
5. Minimum dwelling size is changed from 500 to 700 square feet
6. Addition of the new requirement for a permanent foundation
7. Change in requirements for skirting and skirting material standards
8. Addition of the requirement for a concrete driveway no less than 20' x 20'
9. Maximum lot coverage requirement changes from 50% to 60%
10. Change to the requirement of certain colors of the home and accessory buildings.
11. Addition of the new requirement for carports and minimum standards for installation
12. Addition of the new requirement for front and back door porches
13. Addition of the new requirement for shutters
14. Addition of the new requirement for a minimum of one window to face the street
15. Change to the minimum standard for fences removing chain-link, cyclone, or hurricane type fences. Also adding the permitted use of picket fences in the front yard setback.
16. Addition of written standard to require the removal of all wheels, axles, tongue, towing apparatus, and transportation lights
17. Addition of the new requirement for minimum roof pitch to be 3:12
18. Addition of the new written standard that prohibits the addition of heated and cooled space to manufactured homes.
19. Ordinance will also include new definitions for manufactured homes, modular homes, and any other term that may require further description to clarify the article.