



## NOTICE OF MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF BURNET, TEXAS

This notice is posted pursuant to the Texas Local Government Code, Chapter §551 – Open Meetings.

Notice is hereby given that the **Public Hearing and Regular Meeting of the Planning and Zoning Commission** of the City of Burnet, Texas will be held on Monday, **November 1, 2021**, at **6:00 p.m.** at the City of Burnet's Council Chambers located at 2402 S Water St., Burnet, Texas 78611 at which time the following subjects will be discussed, to-wit:

### 1. CALL TO ORDER:

The meeting was called to order at 6:01 p.m. by Chairman Gaut

### 2. ROLL CALL:

Members Present: Tommy Gaut, Calib Williams, Derek Fortin, Glen Gates

Members Absent: Glen Teague

Guests: Jackie Haynes

Others Present: Habib Erkan Jr, Assistant City Manager  
Leslie Kimbler, Planner I  
Matt Imrie, Community Development Coordinator

3. **CONSENT AGENDA ITEMS:** All the following items on the Consent Agenda are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these items unless a Commission member, staff member or citizen requests removal of the item from the consent agenda for the purpose of discussion. For removal of an item, a request must be made to the Commission when the Consent Agenda is opened for Commission action.

- 3.1) Minutes of the meeting of the Planning and Zoning Commission of the City of Burnet, Texas held on October 4, 2021.

A motion was made to approve the minutes from the October 4, 2021 meeting by Commissioner Fortin and the motion was seconded by Commissioner Gates. The motion carried with a vote of 4-0.

### 4. PUBLIC HEARINGS:

- 4.1) The Planning & Zoning Commission will conduct a public hearing to receive public testimony and comments on the merits of a proposed "Preliminary Plat" for approximately 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No. 672. The proposed "Preliminary Plat" will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of approximately 43 residential lots: L. Kimbler

Leslie Kimbler, Planner I, presented staff's report regarding the proposed "Preliminary Plat" for approximately 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No. 672. The proposed "Preliminary Plat" will establish

Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of approximately 43 residential lots.

Chairman Gaut then opened the floor for public comment.

There being no public comment, Chairman Gaut closed the public hearing.

- 4.2) The Planning & Zoning Commission will conduct a public hearing to receive public testimony and comments on the merits of a proposed "Final Plat" for approximately 8.44 acres out of the John Hamilton Survey, No. 1, Abs. No 405. The proposed "Final Plat" will establish Pepper Mill Subdivision, Phase Three, consisting of approximately 32 residential lots: L. Kimbler

Leslie Kimbler, Planner I, presented staff's report regarding the proposed "Final Plat" for approximately 8.44 acres out of the John Hamilton Survey, No. 1, Abs. No 405. The proposed "Final Plat" will establish Pepper Mill Subdivision, Phase Three, consisting of approximately 32 residential lots.

Chairman Gaut then opened the floor for public comment.

There being no public comment, Chairman Gaut closed the public hearing.

- 4.3) The Planning and Zoning Commission will conduct a public hearing to receive public testimony and comments on the merits of a proposed Amendment to the Zoning Code, Chapter 118 (Entitled "Zoning") Section 118-45 (Entitled "Light Commercial – District C-1"): H. Erkan

Habib Erkan Jr, Assistant City Manager, presented staff's report on the proposed Amendment to the Zoning Code, Chapter 118 (Entitled "Zoning") Section 118-45 (Entitled "Light Commercial – District C-1").

Chairman Gaut then opened the floor for public comment.

There being no public comment, Chairman Gaut closed the public hearing.

## **5. ACTION ITEMS:**

- 5.1) Discuss and consider action: The Planning and Zoning Commission shall discuss and consider action regarding a proposed "Preliminary Plat" for approximately 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No. 672. The proposed "Preliminary Plat" will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of approximately 43 residential lots: L. Kimbler

Chairman Gaut made a motion to approve the proposed "Preliminary Plat" for approximately 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No. 672. The proposed "Preliminary Plat" will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of approximately 43 residential lots with the following conditions:

- Provide Significant tree survey showing 8-inch caliper and larger trees with critical root zones

- Provide tree preservation plan for any significant trees that are to remain during construction
- Provide Utility demand data for water and wastewater systems
- Show building setbacks on the preliminary plat
- Update plat to show width of streets and rights-of-way
- Call out all easements
- Provide owner info for all lots within 300' of Phases 3 and Phase 4
- Provide Contour labels and clearly define POA
- Confirm sheet flow drainage for the entire site
- Revise to show sidewalks and barrier free ramps at crossings
- Correct the fire hydrant label that is pointing to the incorrect location
- Explain how proposed CFS for 25-, 50-, and 100-year design storm years satisfies requirements of drainage criteria manual
- Final approval from the City's engineer.

The motion was seconded by Commissioner Williams and the motion carried with a vote of 4 to 0.

- 5.2) Discuss and consider action: The Planning and Zoning Commission shall discuss and consider action regarding a proposed "Final Plat" for approximately 8.44 acres out of the John Hamilton Survey, No. 1, Abs. No 405. The proposed "Final Plat" will establish Pepper Mill Subdivision, Phase Three, consisting of approximately 32 residential lots: L. Kimbler

Chairman Gaut made a motion to approve a proposed "Final Plat" for approximately 8.44 acres out of the John Hamilton Survey, No. 1, Abs. No 405. The proposed "Final Plat" will establish Pepper Mill Subdivision, Phase Three, consisting of approximately 32 residential lots with the following conditions.

- Maintenance bond in an amount equal to ten percent of the cost of improvements for a period of one calendar year
- Revision of the Title to read "Pepper Mill Subdivision, Phase 3 Final Plat"
- Provide Engineer's information and signature
- Provide a street table to include street classification, street name, ROW dimension, pavement dimension, curb type and design speed
- Provide a note specifying the number of blocks
- Provide a breakdown of the lots
- Number the blocks
- Provide northing and wasting callouts at tow opposite corners of the subdivision
- Provide note stating the maximum impervious cover allowed per lot
- Provide georeferenced CAD file to Burnet County 911

- 5.3) Discuss and consider action: The Planning and Zoning Commission will discuss and consider action on a proposed Amendment to the Zoning Code, Chapter 118 (Entitled "Zoning") Section 118-45 (Entitled "Light Commercial – District C-1"): H. Erkan

Commissioner Williams made a motion to accept the proposed Amendment to the Zoning Code, Chapter 118 (Entitled "Zoning") Section 118-45 (Entitled

"Light Commercial – District C-1"), the motion was seconded by Commissioner Gates and the motion carried 4 to 0.

- 5.4) Discuss and consider action: The Planning & Zoning Commission will discuss and consider action on a request for a variance to the Technical Construction Standards, Sec. 210 – Street Design Criteria: L. Kimbler

Leslie Kimbler, Planner I, briefed the commissioners on a requested variance to the Technical Construction Standards, Sec. 210 – Street Design Criteria for the Eagle's Nest Subdivision, Section 3. Mrs. Kimbler advised the commissioners that the City of Burnet's Technical Construction Standards require a minimum street width of 26' for large lot developments with up to 80 dwelling units and that the applicant is proposing 23'. Mrs. Kimbler advised that the City of Burnet Fire Department has no issues with the proposed street width, the width is consistent with the original development and that this area is a gated, rural subdivision with low vehicular traffic.

Commissioner Fortin made a motion to grant the variance as requested and the motion was seconded by Commissioner Williams. The motion carried with a vote of 4 to 0.


**6. STAFF REPORTS:** None

**7. REQUESTS FOR FUTURE AGENDA ITEMS:** None

#### **ADJOURN**

There being no further business, Chairman Gaut adjourned the meeting at 6:31p.m.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Planning and Zoning Commission of the City of Burnet, is a true and correct copy of said notice and that I posted a true and correct copy of said notice on the bulletin board, in the City Hall of said City, Burnet, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on October 29, 2021 at or before 5 o'clock p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of said meeting.

  
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Tommy Gaut, Chair  
City of Burnet Planning and Zoning Commission

**Attest:**

  
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Herve Derek Fortin, Secretary