



**REGULAR MEETING OF THE  
SALADO PLANNING & ZONING COMMISSION**

**MEETING AGENDA**

**1:30 P.M., TUESDAY, AUGUST 9, 2016  
MUNICIPAL BUILDING  
301 NORTH STAGECOACH, SALADO, TX  
BOARD OF ALDERMEN CHAMBERS**

**I. CALL TO ORDER**

1. Consider approval of the minutes from the July 26, 2016, meeting.

**II. REGULAR AGENDA**

2. Presentation, discussion, and possible recommendation of approval of a revised Concept Plan for Mill Creek Springs, Phases V through XVI, a ±178.15-acre, 12-phase (prior phases not included), 234-lot, residential subdivision, located at the northwest corner of Royal and Blackberry Street located in the Extraterritorial Jurisdiction of Salado.
3. Consider and take action on an alteration to a building in the Historic District, sign design, located at the corner of Thomas Arnold Road and North Stagecoach Road as per Section 3.15K, Permitting Process (First Baptist Church College Ministry).

**III. WORKSHOP AGENDA**

4. Discussion regarding update of the Future Land Use Plan.

**IV. ADJOURN**

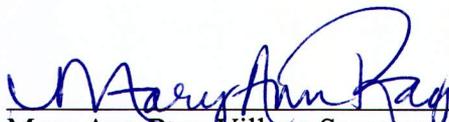
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All meetings of the Planning & Zoning Commission are open to the public, except when there is a necessity to meet in an Executive Session (closed to the public) under the provisions of Section 551, Texas Government Code. The Planning & Zoning Commission reserves the right to convene into Executive Session to hear any of the above described agenda items that qualifies for an executive session by publicly announcing the applicable section number of the Open Meetings Act.

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This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Village Secretary's office at (254) 947-5060 for further assistance.

I hereby certify that a true and correct copy of this Notice of Meeting was posted in a public place at 10:00 a.m. on **Friday, August 5, 2016.**

  
\_\_\_\_\_  
Mary Ann Ray, Village Secretary

Removed from display: \_\_\_\_\_

# SALADO PLANNING & ZONING COMMISSION

## AGENDA ITEM MEMORANDUM

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8/9/2016  
Item #3  
Page 1 of 2

**DEPT/DIVISION REVIEW:** Chrissy Lee, Planning and Development

**ITEM DESCRIPTION:** Consider and take action on an alteration to a building in the Historic District, sign design, located at the corner of Thomas Arnold Road and North Stagecoach Road as per Section 3.15K, Permitting Process (First Baptist Church College Ministry).

**HISTORIC SOCIETY / STAFF RECOMMENDATION:** Historic Society has no objection to the sign. Staff recommends approval.

**ITEM SUMMARY AND ANALYSIS:** The applicant is proposing a vinyl, wall sign with wood frame, 26 " H x 48" W, affixed to the southern exterior wall of the structure. Please see the attached photo depicting the proposed sign placement and location. Also please see the attached diagram of the sign.

As per Section 3.15B of the Zoning ordinance, a sign is defined as an Alteration, therefore it must be approved by the Planning and Zoning Commission. **Alteration:** Any change to the exterior of a Historic Landmark, building, object, structure or site within the designated district. For buildings, objects, sites or structures, alteration shall include, but is not limited to, the changing of roofing or siding materials; changing, eliminating, or adding doors, door frames, windows, window frames, shutters, fences, railings, porches, balconies, signs, or other ornamentation, painting previously unpainted surfaces, removing paint, or the changing of paint color.

**Purpose:** The HD, Historic District is intended to implement the goals and policies of the Village concerning the preservation of historically significant elements within the original Village area. The HD, Historic District is intended to preserve, enhance, and perpetuate those aspects of the Village having historical, cultural, architectural and archaeological merit.

### **EVALUATION CRITERIA**

1. To preserve, protect, and enhance historically, culturally, architecturally, and archaeologically significant sites and structures which represent the unique character of Salado and serve as reminders of the village's historical, cultural, architectural, and archaeological heritage;
2. To provide a review process for the appropriate preservation and development of important historical, cultural, architectural, and archaeological resources;
3. To ensure the harmonious, orderly, and efficient growth and development of the Village;
4. To protect and enhance Salado's attractiveness to visitors and the support and stimulus to the economy thereby provided;
5. To maintain a generally harmonious appearance of both historic and modern structures through the use of complimentary scale, form, color, proportion, texture, and material;

### **ATTACHMENTS:**

- Sign permit application

- Diagram of sign showing measurements
- Photo of building with proposed sign placement shown
- Photo of building with a similar sign already in place; proposed sign will have different language but be of same style and color
- Historic Society Recommendation Letter

**Sign Permit Application**

Date: 8-3-16

Applicant: Kevin Allen

Property Owner Name and Mailing Address: First Baptist Church of Salado 210 S. Main St.

Contact Name & Phone Number: Kevin Allen 254-947-5465

Address, City, State, Zip: 210 S. Main St. Salado TX 76571

Location and address of building or structure upon which the sign is to be attached or erected:

Corner of Thomas Arnold and N. Brand Frontage Rd. (NE corner)

Sign District:  HD  BD  CD (Residential district does not allow business signage. See Sign Ordinance.)

Name, address, and phone number of Contractor erecting sign: Kevin Allen

Please attach the following when remitting this request (Section 3(E)):

- (1) If applicant is not the owner of real property where sign is proposed to be erected, written consent of the property owner;
- (2) A site plan indicating position of the proposed sign and other existing advertising structures in relation to nearby buildings or structures, north arrow, and scale of drawing, property lines, curb lines, adjacent streets, alleys, curb cuts, setback clearance zone, number of possible tenants in the building, size of the sign. Wall sign - see pic for location
- (3) Copy of stress diagrams or plans, when needed, containing information as to safety and structural integrity of sign. Note that the Village assumes no liability for safety & structural integrity.
- (4) Indicate whether the sign will require electricity. NONE
- (5) Copy of permit approved by Texas Department of Transportation, Texas Transportation Commission, or successor agencies if state law requires a state permit. N/A
- (6) Such other information as the Village requests to show full compliance with this and all other standards of the Village of Salado.

The following MAY be required: Illumination Level (Section 6(A)#10) NA  
Landscaping details (Section 8(C), Monument Signs) NA

**Permit Fee: \$15.00 Payable upon remittance of this request. Non-refundable.**  
**Permit Fee: \$150.00 IF applying for a sign permit after the sign has been erected.**

Payment made this the 3 day of Aug, 2016, in the amount of \$ 15.00 by  
Check  Cash  Money Order. Recv'd: \_\_\_\_\_

*Scheduled for 8-9-16 mtg (P+2)*



**Request GRANTED**

\_\_\_\_\_  
Signature

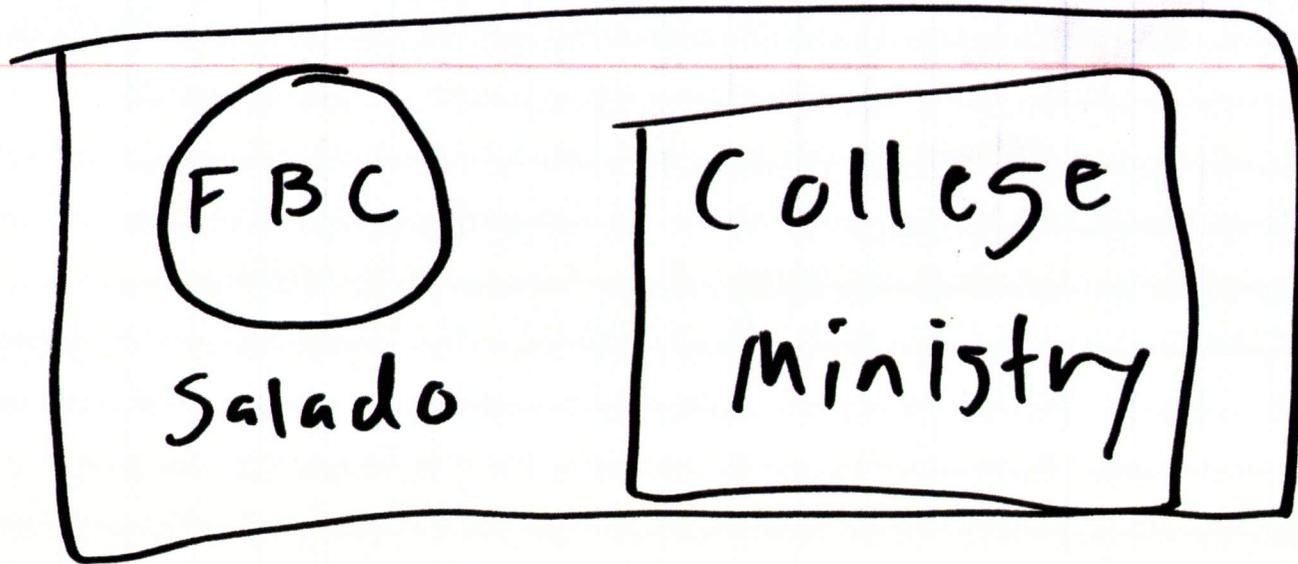
\_\_\_\_\_  
Date

**Request NOT GRANTED**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



4 ft

vinyl ~~and w~~ w/ wood frame



Sign

Brush  
Gone



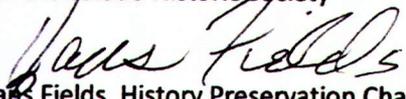
AUG 4 2016

Memo: August 4, 2016

To: Planning and Zoning Commission  
From: The Salado Historic Society  
Regarding: signage First Baptist Church of Salado

The Historic Society has no objection to the Signage as requested at the College Ministry Building at Thomas Arnold and North Bound Frontage Road in Salado. The sign meets all rules regarding size and the colors seem to be very tasteful. Also removal of the Brush that would otherwise block the sign is a landscaping improvement.

Respectfully submitted  
for the Salado Historic Society

  
Hans Fields, History Preservation Chairman

# PLANNING & ZONING COMMISSION

## AGENDA ITEM MEMORANDUM

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8/9/16  
Item #2  
Regular Agenda  
Page 1 of 2

**DEPT/DIVISION REVIEW:** Christina Lee, Planning and Development

**ITEM DESCRIPTION:** Presentation, discussion, and possible recommendation of approval of a revised Concept Plan for Mill Creek Springs, Phases V through XVI, a ±178.15-acre, 12-phase (prior phases not included), 234-lot, residential subdivision, located at the northwest corner of Royal and Blackberry Street located in the Extraterritorial Jurisdiction of Salado.

**STAFF RECOMMENDATION:** Staff recommends approval of the Concept Plan for Mill Creek Springs, Phases V through XVI.

**ITEM SUMMARY:** The Concept Plan for Mill Creek Springs a 178.15-acre, 12-phase, 234-lot single family residential subdivision located in Salado's ETJ. This subdivision received waivers to the Subdivision Ordinance for Phase VIII only. The Village's engineer has provided a letter indicating the concept plan is in conformance with all requirements for this stage of review. The Village has also received a concurrence letter from the Bell County Engineer's office.

At the time the waivers were granted for Phase VIII, the Board of Aldermen requested the applicant voluntarily annex. The developer at that time declined. Since that time, there is a new developer that has purchased and intends to develop the property.

### **Thoroughfare Plan:**

The Thoroughfare Plan provides for a Minor Collector, Hester Way, to continuously extend through to Royal Street. The Thoroughfare Plan requires that Hester Way have 60' of right-of-way; however, existing sections of Hester Way were constructed and dedicated at only 50' of right-of-way. The proposed revised Plan does not make a direct connection to Royal Street as per the Thoroughfare Plan. Hester Way terminates into Grandview Drive, runs easterly on Grandview for 1 ½ lots, and then connects to a new future street called Woodland Bend Road, which runs southerly into Royal street. This indirect route of connection is proposed to have a 50' right of way. Minor Collectors are required to have a 60' right of way. **Please note: Earlier development of Hester's Way was only reviewed and approved by the County and not the Village because it was not in the Village's ETJ. As a result, the ability to accomplish a direct connection is no longer a possibility due to prior development design and activity.** No other collectors or arterials are noted on the current Transportation Plan for these phases.

### **Utilities:**

Water services will be provided by Salado Water Supply Corporation through a 6-inch water line and an 8-inch water line. The applicant is proposing on-site sewage facilities for all lots in the subdivision, and the Village has

received a concurrence letter from the Bell County Public Health District.

This Concept Plan has multiple Tracts labeled as drainage. A Homeowners Association will be formed to own and maintain proposed drainage flumes, channels, detention ponds and surrounding areas. The Village will receive a copy of the HOA covenants for each phase, verifying that all drainage areas will be owned and maintained by the HOA and not the Village, prior to each plat recordation.

**Parkland:**

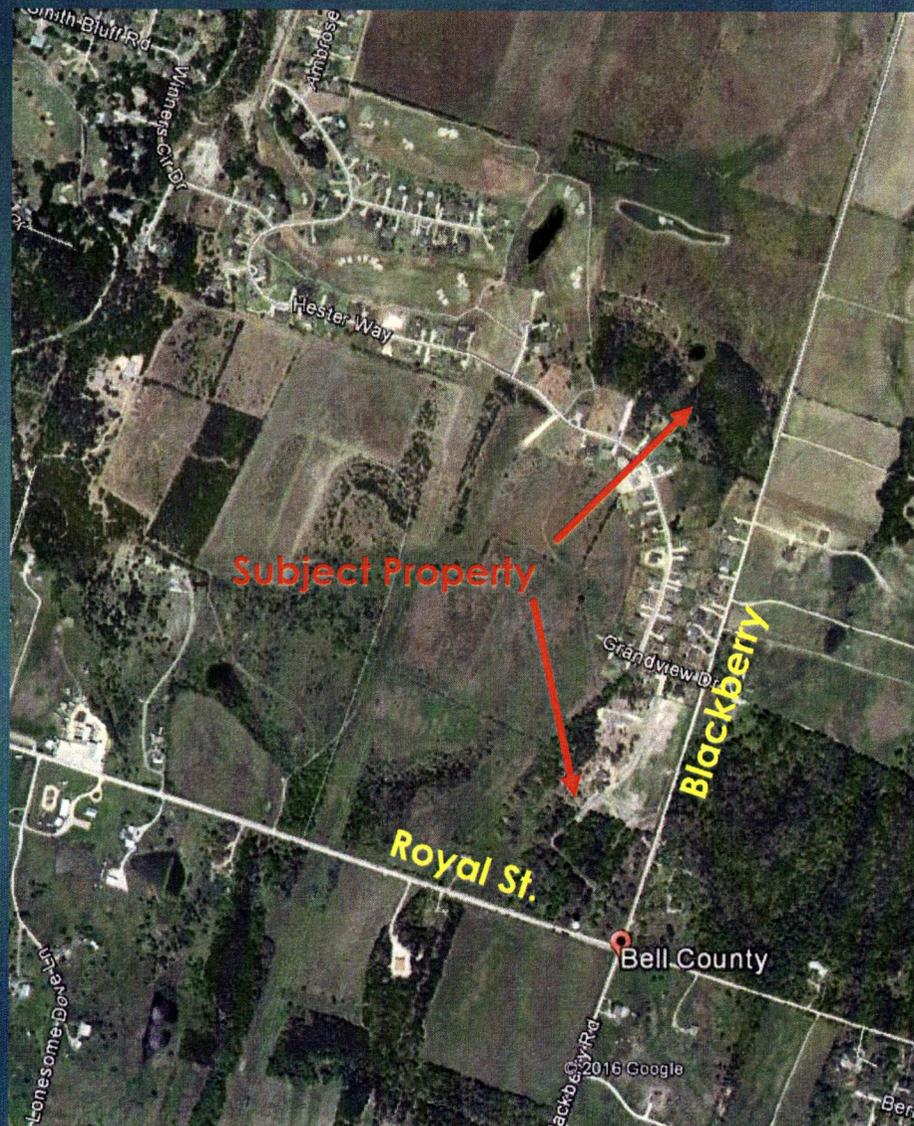
No parkland dedication or fees are proposed for this subdivision, as it is outside the city limits.

**FISCAL IMPACT:** n/a

**ATTACHMENTS:**

- Location map
- Proposed, Revised Concept Plan
- Engineer's Final Review Letter

# Site Location Map







**KASBERG, PATRICK & ASSOCIATES, LP**  
CONSULTING ENGINEERS  
Texas Firm F-510

Temple  
One South Main Street  
Temple, Texas 76501  
(254) 773-3731

RICK N. KASBERG, P.E.  
R. DAVID PATRICK, P.E., CFM  
THOMAS D. VALLE, P.E.  
GINGER R. TOLBERT, P.E.  
ALVIN R. "TRAE" SUTTON, III, P.E., CFM

Georgetown  
1008 South Main Street  
Georgetown, Texas 78626  
(512) 819-9478

August 3, 2016

Ms. Kim Foutz  
City Administrator  
Village of Salado  
P. O. Box 219  
Salado, Texas 76571

Re: Mill Creek Springs  
Concept Plan  
Salado, Texas

Dear Ms. Foutz:

We have completed our third review of the referenced Concept Plan which we received on July 28, 2016. All of our previous comments have been addressed by the Developer's Engineer/Surveyor and we have no additional comments.

At this time, we recommend approval of the referenced Concept Plan by the Village of Salado. All responsibility for the adequacy of the Concept Plan remains with the Developer's Engineer/Surveyor of record. In approving the Concept Plan, the Village of Salado must rely on the adequacy of the work of the Developer's Engineer/Surveyor of record.

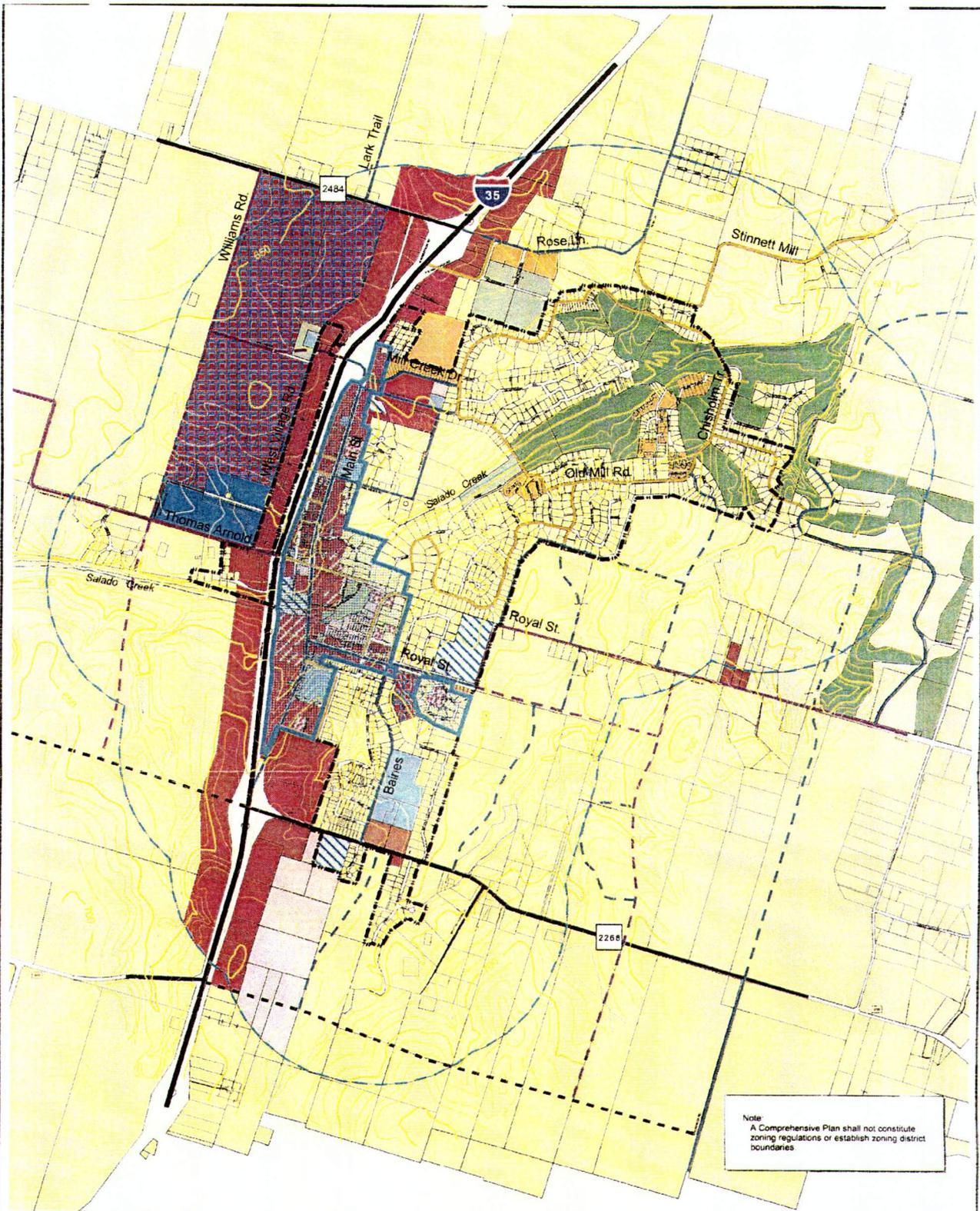
If you have any questions or comments, please call or email.

Sincerely,

John A. Simcik, P.E., C.F.M.

xc: 2002-105

Mr. Michael Alvis, RPLS, Turley Associates, Inc.  
Mr. Stephen Eubanks, Bell County Engineer's Office  
Mr. Michael Jahns, Bell County Health Department  
Mayor Skip Blancett, Village of Salado  
Mr. Ricky Preston, Salado Water Supply



Note  
 A Comprehensive Plan shall not constitute zoning regulations or establish zoning district boundaries

### Legend

Low Density Residential	Thoroughfares Legend
Medium Density Residential	Interstate 35
High Density Residential	Type 1 - Minor Arterial
Public (Municipal)	Type 1 - Proposed
Public (Schools)	Type 2 - Major Collector
Public (Churches)	Type 2 - Proposed
Parks	Type 3 - Minor Collector
Private Recreation	Type 3 - Proposed
Office	Type 4 & 5 - Local Street
Retail	Type 4 & 5 - Proposed
Regional Retail	Village Limits
Commercial	ETJ
Bed & Breakfast	
Hotel / In.	
Business Park	
Mixed Use	
Historic District	

# Future Land Use Plan

## VILLAGE OF SALADO

0 2000 4000 6000 Feet

Dunkin, Setko & Associates, Inc.  
 February 2004

Plate 3-1