

Village of Salado, Texas
Planning & Zoning Commission
Minutes
Regular Meeting
6.30 p.m. Tuesday, January 28, 2020
Municipal Building, 301 N. Stagecoach Road
Salado, Texas

Present: Chairman K.D. Hill; Vice-Chair Tom McMahan; Donald Krause; Jim Hodgins; Paul Cox

Members Absent: None

Others Present: Don Ferguson, Administrator

CALL TO ORDER

Chairman Hill called the meeting to order at 6:30 p.m.

1. CITIZENS COMMUNICATIONS

None

2. CONSENT AGENDA

All items listed under this section, Consent Agenda, are considered routine by the P & Z Commission and may be enacted by one motion. If discussion is desired by the P & Z Commission, any item may be removed from the Consent Agenda at the request of a Commissioner and will be considered separately.

a. Minutes, January 14, 2020 – Regular Meeting

Vice-Chair McMahan made a motion to approve the consent agenda as presented. Commissioner Cox seconded. The motion carried unanimously 5-0.

3. STAFF REPORT

- Development Activity Report
- Upcoming Commission Training

Administrator Ferguson briefed the Commission on 2018 versus 2019 development stats. There were 90 residential permits issued in 2019 compared to 86 the year before. Four single-family new construction permits were issued, last year there were three. Total residential permit activity totaled 2.7 million dollars, resulting in a 5% increase. There were no new commercial buildings constructed and remodels were down slightly from the previous year. Certificate of occupancy applications stayed about the same as the previous year with twenty. Sign permits were down from 2018, but the total number of commercial permits were up from 87 to 102. Some of this increase can be attributed to the mandatory sewer connections.

In regards to subdivisions, there were four new concept plans, nine minor plats, major plats were up 17%, and the total number of new residential lots platted went up about 73% with a majority attributed to the Sanctuary Development.

There were five annexations, four of which were Salado ISD properties. There were three zoning cases in 2019 compared to one in 2018.

The start time for the Commission training scheduled on February 10th will take place from 3pm – 6pm. This training will be open to the public.

4. PUBLIC HEARING AND POSSIBLE ACTION

- a. Hold a public hearing and consider making a recommendation to the Board of Aldermen regarding case ZA-20-001, a proposal to zone the Salado ISD properties located on Salado School Road and Thomas Arnold Road in Salado, Bell County, Texas, as Public Facilities (PF).

Administrator Ferguson advised this action was a result of the recent annexation of school property into the Village. This zoning includes the Elementary School, Intermediate School, and other properties on Salado School Road. Staff recommendation is to zone the property Public Facilities (PF).

Chairman Hill opened the public hearing.

Kent Raymond, 1006 Salado School Road – Had spoken to attorneys regarding the annexation of property.

Administrator Ferguson clarified for Mr. Raymond that his property was neither annexed or being considered for zoning. He explained the annexation was for the school properties and road only. He advised public notice had been mailed to property owners within 200' and placed in the Salado Village Voice.

John Burrows, 477 Thomas Arnold Road – Wanted to know if this zoning action impacted the zoning of his current property.

Administrator Ferguson assured Mr. Burrows this action does not impact what he is currently allowed to do with his property.

Darlene Walsh, 1110 Mill Creek Drive – Asked if by zoning the property Public Facilities, it could for example one day be government offices, wastewater treatment plants, or fire stations.

Administrator Ferguson responded it could be used for any use granted under public facility including government offices. He explained it would be a different process for something like a wastewater treatment plant. He reiterated this property is owned by the School District and there are no plans for any government offices or wastewater treatment plants.

Chairman Hill closed the public hearing.

Commissioner Cox made a motion to recommend approval of zoning case ZA-20-001 to the Board of Aldermen as presented. Chairman McMahan seconded. The motion carried unanimously 5-0.

- b. Hold a public hearing and consider making a recommendation to the Board of Aldermen regarding case ZA-20-002, a proposal to zone the Salado ISD properties located on Williams Road, in Salado, Bell County, Texas, as Public Facilities (PF).

Administrator Ferguson reminded the Commission this was the school property on Williams Road that was also annexed recently and needed to be zoned. Staff recommends the same zoning classification, Public Facilities.

Chairman Hill opened the public hearing. There were no comments and the public hearing was closed.

Commissioner Krause made a motion to recommend approval of zoning case ZA-20-002 to the Board of Aldermen as presented. Chairman McMahan seconded. The motion carried unanimously 5-0.

Commissioner Krause asked if the speed limit on Williams Road could now be reduced to 25 mph. Administrator Ferguson advised a speed study would be conducted in the coming weeks.

5. DISCUSSION AND POSSIBLE ACTION

Discuss and consider issues relating to the development of a Street Impact Fee Ordinance.

Administrator Ferguson explained that our current ordinance is geared more to larger developments and doesn't provide adequate regulations for what type of impact smaller developments might have on the Village's traffic infrastructure. The current ordinance states if the subdivision is over 200 lots and generates over 2,000 one-way trips a traffic impact study is required.

Many cities are moving in the direction of impact fees. These fees are meant to address developments of all sizes. This fee structure is developed based on land use assumptions and capital improvements. This fee is recovered from new developers and put in a dedicated fund for street improvement, mitigating the impact of new development.

Administrator Ferguson advised there are statutory boundaries for setting these fees. Studies must be conducted, which will cost approximately \$20,000. There would be an impact fee advisory committee that would work with the consultant hired. The advisory committee would make a recommendation to P&Z, who would then make a recommendation to the BOA. The study would determine the maximum fee that could be charged and the BOA would determine the actual fee up to the maximum allowed. The study and process to establish the fee would take about eight months.

Discussion took place regarding how the potential impact fees could be used and the impact they would have on streets in the Village. Administrator Ferguson emphasized the fee collected could only be used to build, maintain, or improve streets directly impacted by the development. The fee cannot be used to improve current substandard streets. The cost of the impact fee study and the controversy it will potentially cause will need to be weighed against the benefit of such fee. The possibility of staging the implementation of the fee was discussed.

The question was posed if this would apply in the Village city limits as well as the ETJ. Administrator Ferguson advised the fee would initially be used applicable to the service areas inside the Village. Any additional studies that would need to be conducted, such as drainage studies, would not be included in the cost of the study for the impact fee.

Linda Reynolds, 507 Santa Rosa – Asked where this fee was in the ordinance now. Administrator Ferguson advised there is not currently a street impact fee in the ordinance. There is an analysis process established that determines if improvements will be required. She asked if the Sanctuary Development had to pay for an analysis. Administrator Ferguson confirmed they did.


The Commission instructed staff to prepare an action plan for street impact fees, drainage fees, and/or a capital improvement plan.

Chairman Hill adjourned the meeting at 7:16 p.m.

These minutes approved on February 11, 2020.



Chrissy Lee, Planning & Development



Chairman K.D. Hill

