



**REGULAR PLANNING AND ZONING COMMISSION MEETING**  
**SALADO MUNICIPAL BUILDING**  
**301 N. STAGECOACH - SALADO, TEXAS**  
**FEBRUARY 11, 2020 – 6:30 P.M.**

**AGENDA**

**CALL TO ORDER**                      FEBRUARY 11, 2020 AT 6:30 P.M.

**CALL OF ROLL**                      DEVELOPMENT SERVICES DIRECTOR

1.    **CITIZENS COMMUNICATIONS**

*THE PLANNING AND ZONING COMMISSION WELCOMES COMMENTS FROM CITIZENS ON ISSUES AND ITEMS OF CONCERN NOT ON THE AGENDA. THOSE WISHING TO SPEAK MUST SIGN IN BEFORE THE MEETING BEGINS AND OBSERVE A THREE (3) MINUTE TIME LIMIT WHEN ADDRESSING THE BOARD. SPEAKERS WILL HAVE ONE (1) OPPORTUNITY TO SPEAK DURING THIS TIME-PERIOD. SPEAKERS DESIRING TO SPEAK ON AN AGENDA ITEM WILL BE ALLOWED TO SPEAK WHEN THE AGENDA ITEM IS CALLED. INQUIRIES ABOUT MATTERS NOT LISTED ON THE AGENDA WILL EITHER BE DIRECTED TO STAFF OR PLACED ON A FUTURE AGENDA FOR ALDERMEN CONSIDERATION.*

2.    **CONSENT AGENDA**

APPROVAL OF MINUTES OF THE REGULAR PLANNING AND ZONING COMMISSION MEETING OF JANUARY 28, 2020.

3.    **PUBLIC HEARING AND POSSIBLE ACTION**

HOLD A PUBLIC HEARING AND CONSIDER APPROVAL OF A CONSTRUCTION AND FINAL PLAT OF SALADO MILLS PHASE V AND A RE-PLAT OF SALADO MILLS PHASE II, A SUBDIVISION LOCATED ON STINNETT

MILL ROAD IN THE E-T-J OF THE VILLAGE OF SALADO, BELL COUNTY,  
TEXAS. (DEVELOPMENT SERVICES DIRECTOR)

**ADJOURNMENT**

THE PLANNING AND ZONING COMMISSION MAY RETIRE INTO EXECUTIVE SESSION AT ANY TIME BETWEEN THE MEETING'S OPENING AND ADJOURNMENT FOR THE PURPOSE OF DISCUSSING ANY MATTERS LISTED ON THE AGENDA AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE INCLUDING, BUT NOT LIMITED TO, CONSULTATION WITH LEGAL COUNSEL PURSUANT TO CHAPTER 551.071 OF THE TEXAS GOVERNMENT CODE; DISCUSSION ABOUT REAL ESTATE ACQUISITION PURSUANT TO CHAPTER 551.072 OF THE TEXAS GOVERNMENT CODE; DELIBERATIONS ABOUT GIFTS AND DONATIONS PURSUANT TO CHAPTER 551.076 OF THE TEXAS GOVERNMENT CODE; DISCUSSION OF ECONOMIC DEVELOPMENT PURSUANT TO CHAPTER 551.087 OF THE TEXAS GOVERNMENT CODE; ACTION, IF ANY, WILL BE TAKEN IN OPEN SESSION.

**CERTIFICATION**

I hereby certify the above Notice of Meeting was posted on the Bulletin Board at the Salado Municipal Building on February 5, 2020, at 6:00 p.m.



Cara McPartland, City Secretary

The Village of Salado is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact Don Ferguson, Village Administrator, at 254-947-5060 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call 512-272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

# P&Z Agenda Item Form



Date Submitted: February 5, 2020

Agenda Date Requested February 11, 2020

**Project/Proposal Title:** CONSIDER ACTION REGARDING THE MINUTES OF THE JANUARY 28, 2020 MEETING OF THE PLANNING AND ZONING COMMISSION

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow commission members to consider approval of the minutes of the January 28, 2020 meeting of the Planning and Zoning Commission.

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 Hodgin; 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 10<sup>th</sup> 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 \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Chrissy Lee, Planning & Development

DRAFT

# P&Z Agenda Item Form



Date Submitted: February 5, 2020

Agenda Date Requested February 11, 2020

**Project/Proposal Title:** HOLD A PUBLIC HEARING AND CONSIDER APPROVAL OF THE CONSTRUCTION AND FINAL PLAT OF SALADO MILLS PHASE V AND THE RE-PLAT OF SALADO MILLS PHASE II

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Project/Proposal Summary:**

This item was placed on the agenda to allow commissioners to hold a public hearing and consider approval of the Construction and Final Plat of Salado Mills Phase V, and a Re-Plat of Salado Mills Phase II, a subdivision located in the E-T-J of Salado.

On May 2, 2019, the Board of Alderman approved a Concept Plan Amendment for the Salado Mills Subdivision to include additional land the developer had purchased and to reduce the lot count in the existing Phase II of the subdivision. On August 15, 2019, the Board approved the Re-Plat of Salado Mills Phase II, which consolidated ten (10) previously platted lots into two (2) tracts of land.

The developer has now submitted a proposed Construction and Final Plat for his final phase in this development, Phase V, which includes a re-plat of the above-mentioned two (2) tracts of land in the Re-Plat of Phase II. These two (2) tracts will now be broken back into ten (10) lots as they were originally planned and platted.

The proposed plats have been reviewed by the Village Engineer and County Engineer and were found to be in conformance with all County and Village of Salado regulations and the Amended Concept Plan for the subdivision.

Staff published notice of the Public Hearing in the Salado Village Voice on January 23, 2020. Additionally, notice was sent to 83 property owners within 200'.

As of February 5, 2020, 1 response was received in favor and 1 opposed.



# CONSTRUCTION / FINAL PLAT SALADO MILLS SUBDIVISION PHASE FIVE

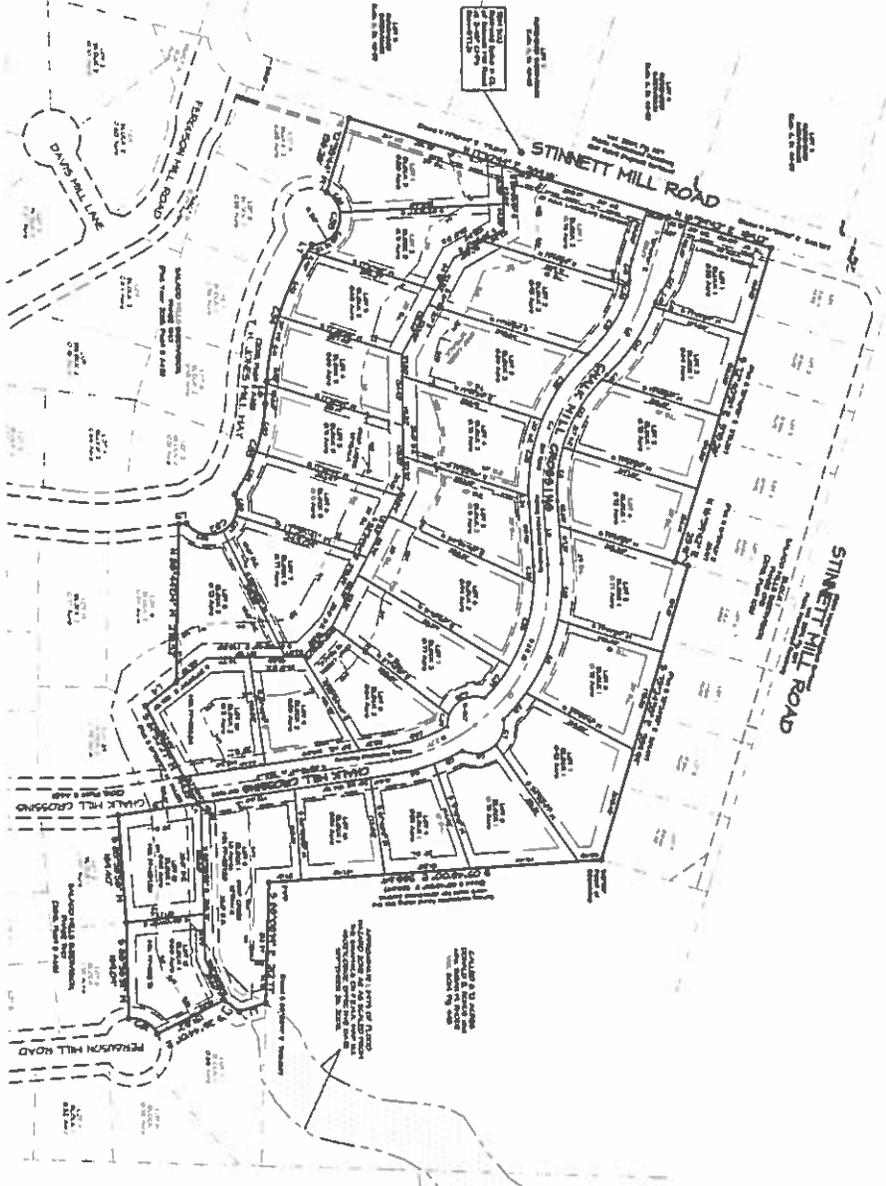
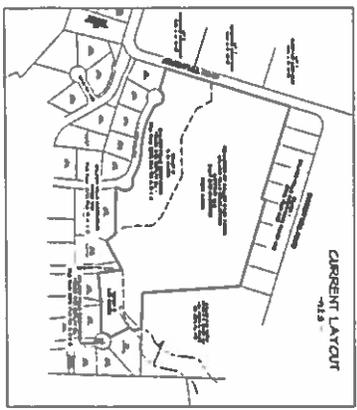
WITHIN THE EXTRATERRITORIAL JURISDICTION (ETJ) OF  
THE VILLAGE OF SALADO, BELL COUNTY, TEXAS.  
Substantially in accordance with the plat of Tract D and Tract E,  
being 1300 Acres and a portion of Tract D and Tract E,  
being 1300 Acres and a portion of Tract D and Tract E,  
as shown on the plat of the Village of Salado, Bell County, Texas,  
dated in the Year 2000, and as amended by the plat of the  
Village of Salado, Bell County, Texas, dated in the Year 2000.



1. The plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, and as amended by the plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, is hereby incorporated by reference into this plat.

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1. The plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, and as amended by the plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, is hereby incorporated by reference into this plat.

2. The plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, and as amended by the plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, is hereby incorporated by reference into this plat.

3. The plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, and as amended by the plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, is hereby incorporated by reference into this plat.

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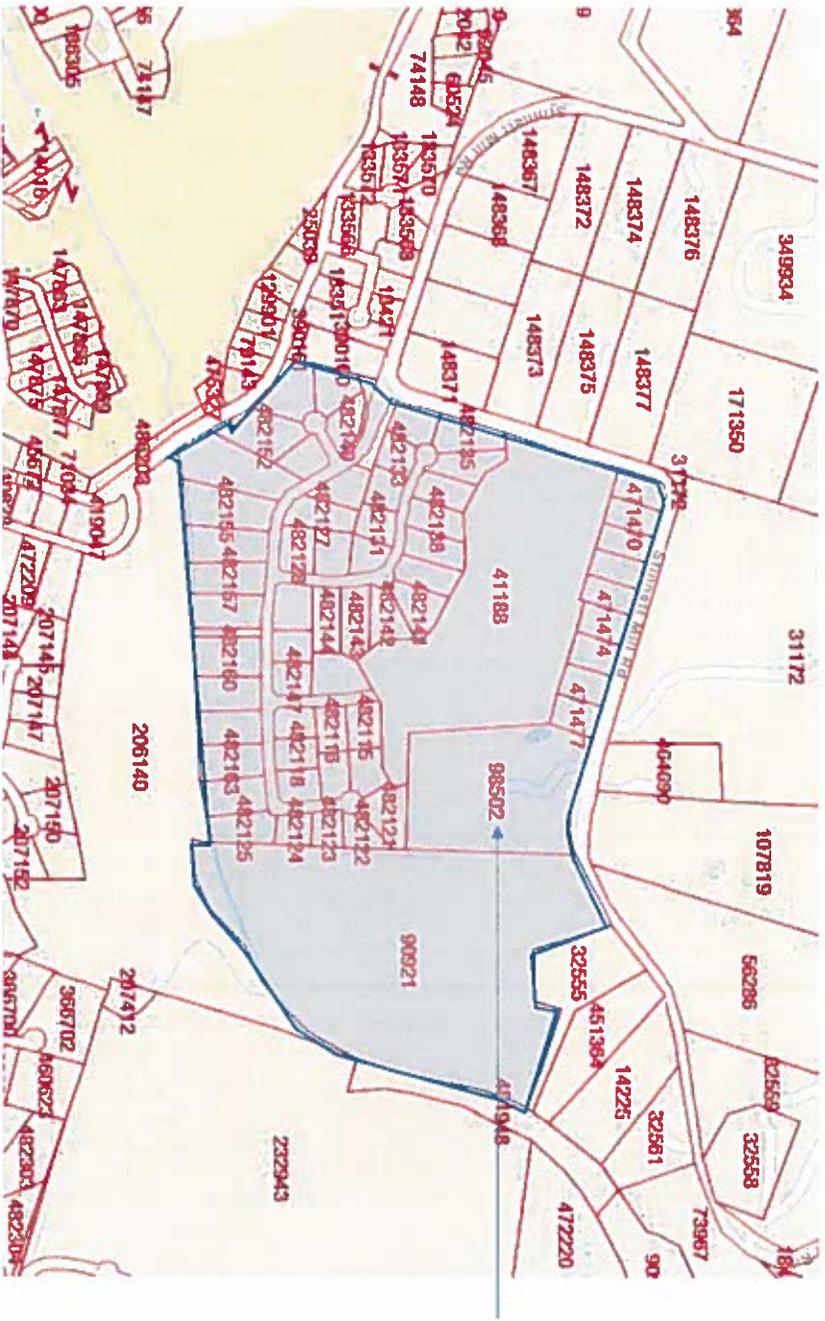
COMP. ORIGINAL LOT TABLE

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2. The plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, and as amended by the plat of the Village of Salado, Bell County, Texas, dated in the Year 2000, is hereby incorporated by reference into this plat.

CONSTRUCTION / FINAL PLAT  
**SALADO MILLS SUBDIVISION**  
PHASE FIVE  
WITHIN THE EXTRATERRITORIAL JURISDICTION (ETJ) OF  
THE VILLAGE OF SALADO, BELL COUNTY, TEXAS.

ALL RIGHTS RESERVED  
DORS  
Dallas Office of Real Estate Services  
1000 Ross Avenue, Suite 1000  
Dallas, Texas 75202  
Phone: (214) 760-1000  
Fax: (214) 760-1001  
www.dors.com



Salado Mills













301 N. Stagecoach Road  
Salado, Texas 76571

**Response Form to Proposed Re-Plat**

Roger & Helen Mullins  
1063 Ferguson Mill Road  
Salado, Texas 76571

**Applicant:** Salado Mills Development Corporation/Larry Rosamond, Salado Mills Phase V and Re-Plat of Phase II, a subdivision in the ETJ

**Project Manager:** Chrissy Lee

**Reference #:** 482120

**Location:** A subdivision in the Village of Salado ETJ located on Stinnett Mill Road (map enclosed).

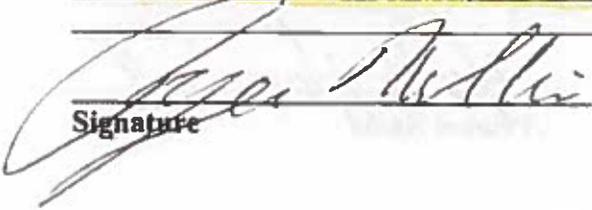
Because you own property within 200 feet of the requested re-plat, your opinion is welcome. Please use this form to indicate whether you are in favor of the possible re-platting of the property described on the attached notice, and provide any additional comments you may have.

I recommend  approval <sup>PENDING</sup> ( ) denial of this request.

SEE COMMENTS:

**Comments:**

I APPROVE THIS RE-PLAT ONLY IF WHITE RIVER PROVIDES AN ADDITIONAL SWIMMING POOL FOR THE APPROXIMATE 22 NEW RESIDENCES WITHIN PHASE V. IF NOT THEN I DENY THE REQUEST.

  
Signature

ROGER MULLINS  
Printed Name

Mailed on July 19, 2019. Please mail or hand-deliver this comment form to the address shown above, no later than Tuesday, February 11, 2020.



301 N. Stagecoach Road  
Salado, Texas 76571

**Response Form to Proposed Re-Plat**

Heath & Brandy Haverland  
P.O. Box 962  
Salado, Texas 76571

**Applicant:** Salado Mills Development Corporation/Larry Rosamond, Salado Mills Phase V and Re-Plat of Phase II, a subdivision in the ETJ

**Project Manager:** Chrissy Lee

**Reference #:** 482163

**Location:** A subdivision in the Village of Salado ETJ located on Stinnett Mill Road (map enclosed).

Because you own property within 200 feet of the requested re-plat, your opinion is welcome. Please use this form to indicate whether you are in favor of the possible re-platting of the property described on the attached notice, and provide any additional comments you may have.

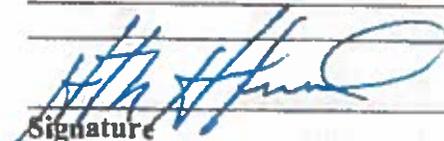
I recommend  approval ( ) denial of this request.

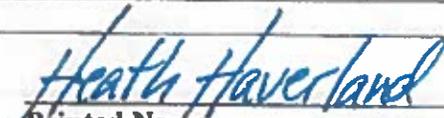
**Comments:**

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Signature

  
Printed Name

Mailed on July 19, 2019. Please mail or hand-deliver this comment form to the address shown above, no later than Tuesday, February 11, 2020.