



AGENDA
PLANNING AND ZONING COMMISSION
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
WEDNESDAY, JULY 6, 2022
6:30 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PUBLIC COMMENT If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the Commission and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task staff to respond to the citizen and report back to the Commission as soon as practicable. Such report to the Commission shall not constitute a meeting called by the Planning and Zoning Commission nor shall it constitute deliberation or formal action. Individual citizens addressing the Commission members during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the members and no formal Commission action will be taken.

APPROVAL OF MINUTES

1. Consider action to approve the meeting minutes of the April 20, 2022 regular meeting of the Planning and Zoning Commission
Randy Richards, CFM, Assistant Director of Public Works
Paul Hackleman, Director of Public Works

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers' time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair

may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the Commission may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Commission member and the citizen will not count toward the time limit and members are encouraged not to speak until the citizen has first utilized their allocated time.

PUBLIC HEARINGS/ACTION

1. **P.22-01:** Public hearing for request for approval of a final plat for Lots 3R2R and 3R3 Block 1, Stringer Addition, being a replat of Lot 3R2, Block 1, Stringer Addition, being located west of Rufe Snow Drive south of Bursey Road and north of High Lawn Terrace; and consider action on the proposed replat to subdivide the lot into two (2) lots to allow future development. Owner, SP WA II Development, LLC. Applicant/agent, Blazing Hospitality, Smit Shah.

Randy Richards, CFM, Assistant Director of Public Works

Paul Hackleman, Director of Public Works

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

NOTICE

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 CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on July 1, 2022, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.


Linda Proskey, City Secretary





AGENDA MEMORANDUM

DATE: June 21, 2022

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Assistant Director of Public Works

SUBJECT: Consider action to approve the meeting minutes of the April 20, 2022 regular meeting of the Planning and Zoning Commission

BACKGROUND/INFORMATION:

This item contains draft meeting minutes from the April 20, 2022 regular meeting for Planning and Zoning review and approval.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Staff respectfully recommend the Planning and Zoning Commission review and approve the meeting minutes as presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. APRIL 20, 2022 - Regular Meeting - DRAFT

REVIEWED BY:

Randy Richards, CFM, Assistant Director of Public Works

Paul Hackleman, Director of Public Works

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 6/27/2022

Approved - 6/30/2022

Approved - 6/30/2022

Final Approval - 7/1/2022



“A GREAT PLACE TO LIVE”

**MINUTES
PLANNING AND ZONING COMMISSION
WEDNESDAY, APRIL 20, 2022
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
REGULAR MEETING
6:30 P.M.**

CALL TO ORDER

Chairperson Laura Nedderman called the meeting to order at 6:33 p.m.

ROLL CALL

Mike Arend	Place 1, Member
Quincy Adams	Place 2, Member
Jillian Giles	Place 3, Member
Laura Nedderman	Place 4, Chairperson
Cristy McCauley-Blackburn	Place 5, Member
Karen Isbell	Place 6, Secretary
Sharon Gehle	Place 7, Vice-Chairperson

And

Randy Richards	Building Official / Planner
Jeannette Garcia	Planning and Zoning Coordinator
Mark Taylor	City Council Liaison
Arthur Miner	Mayor

PUBLIC COMMENT

Chairperson Nedderman called for Public Comment. Request to Speak forms were not received and there were no participants present to speak.

APPROVAL OF MINUTES

1. Consider action to approve the meeting minutes of the January 5, 2022, Training Workshop and Meeting of the Planning and Zoning Commission

Member Giles made motion to approve the minutes as presented and Member Isbell seconded the motion. Chairperson Nedderman called for discussion.

With there being no discussion, Chairperson Nedderman called for a vote, with members present voting as follows:

AYES:	Arend, Adams, Giles, McCauley-Blackburn, Isbell, Gehle
NAYS:	None

ABSENT: None
ABSTAIN: None

The motion carried 6-0-0-0.

PUBLIC TESTIMONY

Chairperson Nedderman called for Public Testimony. Request to Speak forms were not received and there were no participants present to speak.

PUBLIC HEARING/ACTION ITEMS

1. **Z.22-01 w/SUP:** Public hearing to receive comments for or against a request for a zoning change from General Business (GB) to Commercial (C) with a Specific Use Permit (SUP) at 5617 Main Street, being Block 10 Lot 7R of the Watauga Addition, located east of Pine Street, west of Plum Street and north of Main Street; and consider action on the preliminary report recommending to Council to allow for an auto paint and body shop. Owner, Mike Brown and Donna Wagner. Agent, Body Rocks Paint & Body, LLC., Jackie Hays, General Manager.

Building Official Randy Richards introduced the case advising the owner, Mike Brown, who is requesting for the zoning change from General Business (GB) to Commercial (C) and agent, Body Rocks Paint & Body LLC is requesting for the specific use permit to allow for an auto paint and body shop. The request is consistent with the surrounding districts allowing for local office and commercial development meeting the future land use plan. He stated Texas Local Government Code 211.007(b) requires the Planning & Zoning Commission make a preliminary report prior to approving changes to the City's Zoning Ordinance. He also advised of the site plan requirements being met.

Mr. Richards then turned the floor over to the commission for questions. Member Gehle inquired of the parking and Mr. Richards advised parking requirements shall be met. Member Arend inquired of the fence on the north side. Mr. Richards also advised that when commercial property is adjacent to residential property, a fence is required. However, when commercial property is beside commercial property, a fence is not required. Mr. Richards reminded the Commission members that the exhibit they are seeing is very preliminary. At the time of submission, formal plans will undergo review. He also advised that public notice was mailed to the surrounding property owners within 200 ft. of the subject location, fifteen (15) were sent out; one (1) response was received in favor of the request. Secretary Isbell inquired if the paint being used will meet the state requirements for air quality. Mr. Richards advised upon review of the building plans, all specifications for paint booth installations will be met.

Chairperson Nedderman opened the public hearing at 6:43 p.m. asking if any individual requested to speak. Staff advised there were none. With there being none, she then closed the public hearing at 6:44 p.m.

She then asked the pleasure of the Commission.

Member Giles made a motion to consider approval of the preliminary report of Z.22-01 w/SUP as written on the agenda to be sent as a final report to the City Council. Member Arend seconded the motion. Chairperson Nedderman called for discussion and hearing none, called for a vote. Members present voting as follows:

AYES: Arend, Adams, Giles, McCauley-Blackburn, Isbell, Gehle
NAYS: None
ABSENT: None
ABSTAIN: None

The motion carried 6-0-0-0.

ITEMS FOR FUTURE AGENDAS

Mike Arend	Place 1 - None
Quincy Adams	Place 2 - None
Jillian Giles	Place 3 - None
Laura Nedderman	Place 4 - None
Cristy McCauley-Blackburn	Place 5 - None
Karen Isbell	Place 6 - None
Sharon Gehle	Place 7 - None

ADJOURNMENT

With there being no further items to discuss, Chairperson Nedderman adjourned the meeting at 6:45 p.m.

APPROVED: this the _____ day of _____, 2022.

SIGNED: this the _____ day of _____, 2022.

APPROVED: _____
Laura Nedderman, Chairperson

ATTEST: _____
Karen Isbell, Secretary

NOTE: Original Audio Recording of this meeting is preserved and maintained by the City Secretary's Office.



AGENDA MEMORANDUM

DATE: June 14, 2022

TO: Planning and Zoning Commission Members

FROM: Randy Richards, CFM, Assistant Director of Public Works

SUBJECT: **P.22-01:** Public hearing for request for approval of a final plat for Lots 3R2R and 3R3 Block 1, Stringer Addition, being a replat of Lot 3R2, Block 1, Stringer Addition, being located west of Rufe Snow Drive south of Bursey Road and north of High Lawn Terrace; and consider action on the proposed replat to subdivide the lot into two (2) lots to allow future development. Owner, SP WA II Development, LLC. Applicant/agent, Blazing Hospitality, Smit Shah.

BACKGROUND/INFORMATION:

The Public Hearing Notice was duly posted and published by the City Secretary's Office on Monday, June 20, 2022 in the Fort Worth Star Telegram. Written notice of the public hearing on the proposed changes was sent to all owners of property, or to the person rendering the same for city taxes within two hundred (200) feet of the subject property.

Stringer Addition will be subdivided into 2 lots for development of a packaged liquor store and future development. Final approval of Ordinance No. 2022-001 to allow for the Specific Use Permit (SUP) for a packaged liquor store was granted during the January 10, 2022 regular meeting of the City Council.

Texas Local Government Code 212.005 requires the municipal authority responsible for approving plats must approve a plat or re-plat that is required to be prepared under this subchapter and that satisfies all applicable regulations.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends consideration of comments received during the public hearing of the preliminary report and make final report on the plat request for the July 11, 2022, City Council Regular Meeting.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Preliminary Report - P. 22-01 - Rufe Snow Corridor Replat
2. Stringer Addition - Lots 3R2R and 3R3 Block 1 - Replat



AGENDA MEMORANDUM

REVIEWED BY:

Randy Richards, CFM, Assistant Director of Public Works

Paul Hackleman, Director of Public Works

David Berman, City Attorney

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 6/27/2022

Approved - 6/30/2022

Approved - 6/30/2022

Approved - 6/30/2022

Final Approval - 7/1/2022

PRELIMINARY REPORT

DATE: June 24, 2022

TO: Planning and Zoning Commission Members

FROM: Randy Richards, Assistant Public Works Director

SUBJECT: Request for approval of a final plat for Lots 3R2R and 3R3 Block 1, Stringer Addition, being a replat of Lot 3R2, Block 1, Stringer Addition, to be subdivided into two (2) lots to accommodate future development.

BACKGROUND/INFORMATION:

Texas Local Government Code 211.007(b) requires the Planning & Zoning Commission make a preliminary report prior to approving changes to the City's Zoning Ordinance. As such, this document serves as the preliminary report.

On January 10, 2022, the City Council of the City of Watauga passed and adopted Ordinance No. 2022-001, granting a Specific Use Permit (PZ Case #SUP.21-05) to allow for a packaged liquor store with drive-thru located along the Rufe Snow Corridor, Lot 3R2, Block 1 of the Stringer Addition. The property is located west of Rufe Snow Drive south of Bursey Road and north of High Lawn Terrace. The site plan requirements were met as stated in Sec. 115-115 as the location is a vacant piece of property pending development.

New owner, SP WA II Development, LLC. Applicant/agent, Blazing Hospitality, Smit Shah has applied for approval of a final plat for Lots 3R2R and 3R3 Block 1, Stringer Addition. The proposed replat of Lot 3R2, Block 1 Stringer Addition, is to subdivide the one (1) lot into two (2) lots to allow for future development.

During staff review, items considered include:

- Ensuring requirements for plats or re-plat are met, such as boundary lines, dedication of easements, receipt that taxes have been paid, proper certifications by a registered professional land surveyor, construction plans for all utilities such as water distribution system, sewage, paving and storm drainage, to name a few.
- Staff reviewed the consistency of the replat with the Comprehensive Plan. The neighboring properties are consistent with the proposed use as surrounding uses include restaurant, retail sales, and existing single-family residential lining Courtney Way to the west and High Lawn Terrace to the south. This location is prime retail space, and the proposed retail will serve the surrounding neighborhoods of Watauga, North Richland Hills and Keller bringing an additional tax base to our city.

Staff recalls the following criteria within the Comprehensive Plan which also applies to

PRELIMINARY REPORT

zoning:

1. On Page 6, a guiding principle for land use is “ensure that future development is orderly and efficient, compatible with existing land uses and enhances the overall quality of life.”
2. On Page 25, a guiding principle for economic development is to encourage the development of non-residential services to enhance the tax base and meet the needs of Watauga residents.

CURRENT ACTIVITY:

An official platting application was submitted to Development Services June 22, 2022. In March 2022 staff began the review of the Rufe Snow Corridor plat confirming all platting requirements were satisfied. The City Secretary’s Office gave notice of the application request to be published in the official newspaper of the city on June 20, 2022, giving notice in stating of the day, time, and place at which the Planning & Zoning Commission and City Council will meet to consider the replat and to hear comments at a public hearing. Additionally, required notices were mailed to all property owners of property located within 200 ft. of the property upon which the replat is requested.

Texas Local Government Code 211.007(b) requires the Planning & Zoning Commission make a preliminary report prior to approving changes to the City’s Zoning Ordinance.

Once the Preliminary Report is filed and the public hearing is conducted (July 6, 2022), a final report will be completed and submitted to the City Council by the P&Z through the City Secretary’s Office for action by the City Council (July 11, 2022).

RECOMMENDATION/ACTION DESIRED:

Texas Local Government Code 212.005 requires the municipal authority responsible for approving plats must approve a plat or replat that is required to be prepared under this subchapter and that satisfies all applicable regulations.

City staff respectfully recommends consideration of comments received during the public hearing of the preliminary report and make final report on the replat request for the July 11, 2022, City Council Regular Meeting.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

City of Watauga Code of Ordinances, Chapter 113-Subdivisions Article I.-General Section 113-7 (Platting Requirements)

Sec. 113-7. Final plat.

(a) *Provisions.* The following provisions shall apply to the final plat:

- (1) A final or record plat shall be submitted to the planning and zoning commission after required changes or alterations in the preliminary plat have been made. If all required changes or alterations have been made the planning and zoning commission shall approve the final or record plat and submit the final or record plat to the city council for approval.
- (2) If the planning and zoning commission, after reviewing the final plat, determines that any or all required changes or alterations have not been made, the planning and zoning commission shall refuse to approve the final or record plat. If the planning and zoning commission refuses to approve the final or record plat, a reapplication fee shall be charged in an amount equal to the fee originally assessed the applicant for any subsequent application or reconsideration of the plat. The fee shall be for processing and plat filing of a final plat.
- (3) Upon approval, 20 copies of this final plat shall be filed in the office of the city secretary not less than 15 days prior to the next regular meeting of the city council. No record plat will be considered unless a preliminary plat (if required) has first been submitted. All record plats shall be drawn upon sheets 24 inches by 36 inches maximum size sheets and to a scale of one inch equals 100 feet and where more than one sheet is required, an index sheet 24 inches by 36 inches shall be filed showing the entire subdivision on the one sheet.
- (4) The final plat shall show or be accompanied by the following information:
 - a. The subdivision name or identifying title and the name of the city, county and state in which located; the name and address of the record owner or subdivider.
 - b. The name or names of adjacent subdivisions; names of streets and the numbers of lots and blocks. Names of new streets should, whenever possible, follow or be an extension of existing street names.
 - c. An accurate boundary survey of the property which is being subdivided, noting the bearings and distances of the sides, same being referenced to original survey lines or established subdivisions, showing the lines of all adjacent lands and properties; lines of adjacent streets, alleys and easements, noting width and names of each. Streets, alleys and easements of adjacent subdivisions shall be shown in a different manner than those of the proposed subdivision, preferably dotted or dashed.
 - d. The final plat shall indicate the locations of all lots, streets, highways, alleys, easements, parks, playgrounds and such other features, with accurate dimensions given in feet and decimals of a foot, showing the length of radii, deflection angles, and of arcs of all curves; tangent distances and tangent bearings shall be given for each street, all such data being complete and sufficiently precise to permit accurate location upon the ground.
 - e. Construction plans for all utilities such as:
 1. Proposed water distribution system, including fire plugs and valves.
 2. Proposed sewage collection system.
 3. Plan and profile of proposed streets and sidewalks, including streetlight location.
 4. Plan and profile of on-site and off-site proposed drainage facilities.
 - f. The building lines of front and side streets shall be shown in dotted or dashed lines, and the location of utility easements shall be shown in dashed lines.

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- g. The final plat shall bear a properly executed dedication of all streets, highways, alleys, easements, parks, playgrounds and other lands intended for use by the public, such dedicatory instrument to be signed by the owner or owners, and by all other persons or parties having a mortgage or lien interest in the property. Any private restrictions or any trusteeships intended shall be filed with the plat if same are too lengthy as to permit lettering of same upon the plat.
 - h. A receipt indicating that all taxes have been paid shall accompany the plat or a certification that all taxes have been paid shall be noted on the plat.
 - i. Date, scale and north point.
 - j. Proper certification shall be made upon the plat by a reputable, registered civil engineer or land surveyor, ascertaining that the plan represents a survey made by him and that all necessary monuments are accurately and correctly shown upon the plat.
- (5) The engineer shall place such monuments as required by the city and they shall be set at all corners and angle points of the boundaries of the original tract to be subdivided and at all street intersections, angle points in street lines and points of curve and at such intermediate points in street lines as shall be required by the city.
 - (6) All lot corners are to be marked with iron pipe markers driven firmly into solid earth. Such monuments shall be of iron pipe not less than one-half inch in diameter and 18 inches in length, driven into solid earth with the grades of same being at a grade with established sidewalk or, if walk is not established, flush with the natural grade of the earth's surface.
 - (7) Following approval of the final plat by the city council of the city, the city secretary shall have 90 days in which to record with the county clerk, four signed copies of said plat which shall then be recorded in the records of the city. A subdivider shall bear all cost and expense of recordation of the signed copies of said plat.
- (b) *Written agreement.* No final plat shall be approved unless the owner and/or developer agrees, in writing, to the following:
- (1) The developer agrees to construct at his own expense, street and drainage improvements in the subdivision in accordance with the record plat duly approved by the city, including perimeter streets as specified in section 113-4(b)(5).
 - (2) The developer agrees to file with, and secure the approval of the city, complete construction plans for:
 - a. Water distribution system, including fire plugs and valves.
 - b. Sewage collection system.
 - c. Plan and profile of streets and sidewalks, including streetlight location.
 - d. Plan and profile of on-site and off-site drainage facilities.
 - (3) The developer agrees to pay the city an inspection and processing fee in the amount as set forth in the fee schedule found in chapter 12.
 - (4) The developer agrees that there will be no expense incurred on the part of the city in connection with laboratory tests required to be made on street and drainage construction by the director of public works.
 - (5) The developer agrees to have all construction of streets and drainage, except rough excavation in any given area of the subdivision done under a single general contract with full responsibility for all phases of the work resting upon the one contractor; which contractor shall post a maintenance bond equal in amount to 100 percent of the cost of the work, covering the work for a period of two years from the

date of completion as shown on the certificate of acceptance provided by the city. Such bond shall be executed on a standard form approved by the city.

- (6) The developer agrees to observe the following procedure and requirements in obtaining streetlights:
 - a. Write a letter to the city secretary giving the number and locations of streetlights to be installed.
 - b. Submit payment to the city an amount equal to two years electric bill for each streetlight to be installed.
- (7) The developer agrees to pay for and install all street signs at each intersection within the subdivision or as noted by the direction of the director of public works.

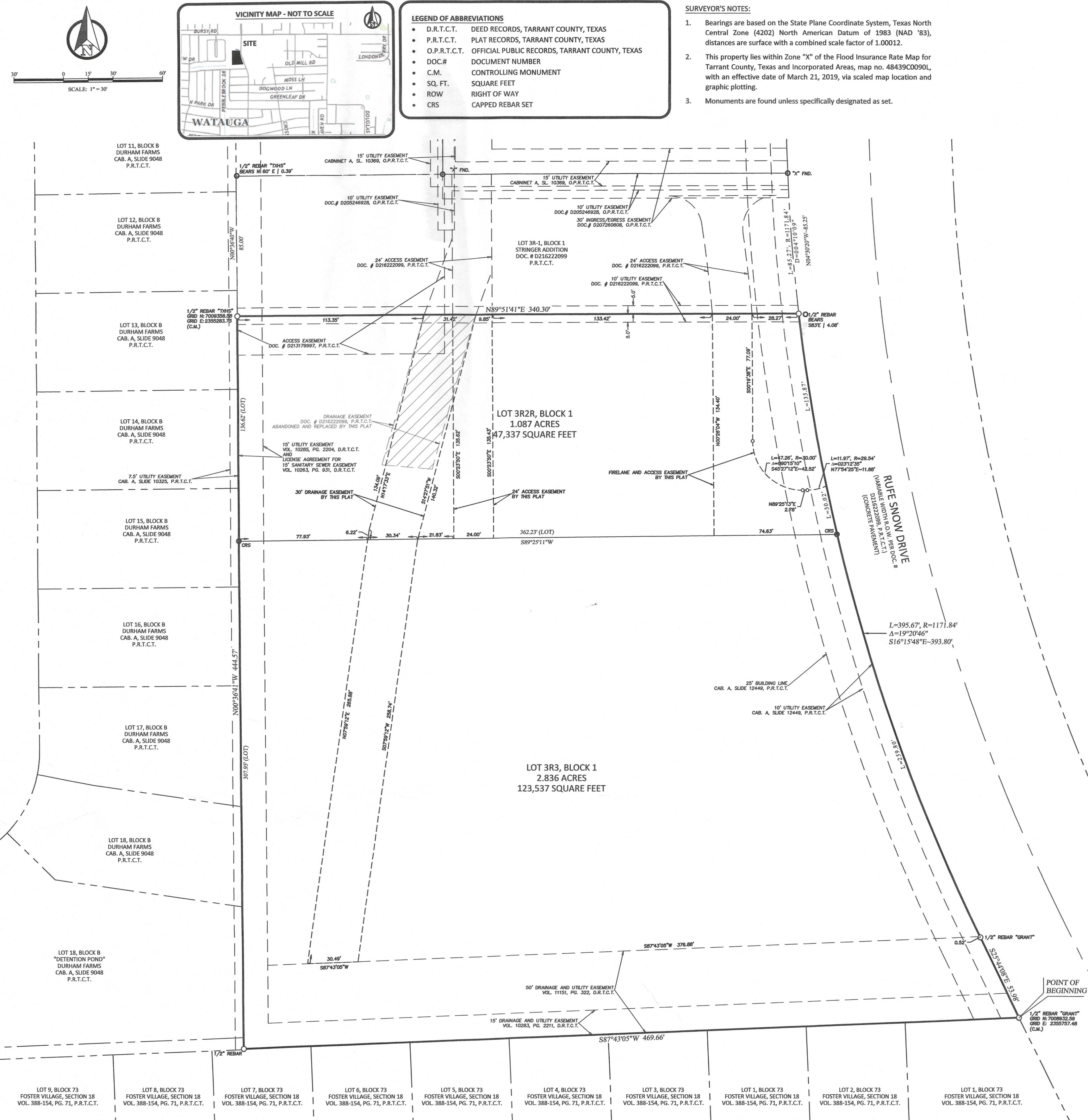
(Code 2001, § 10.107; Code 2010, § 10.02.007)

Sec. 113-8. Replats.

- (a) Any person who wishes to revise a subdivision plat which has been previously filed for record must make an application of the proposed revised plat to the city council. The replat of the subdivision shall meet all the requirements for a subdivision that may be pertinent. However, if the subdivision as replatted does not require any appreciable alteration or improvement of utility installations, streets, alleys, building setback lines, or other aspect, then no engineering plans or preliminary plat will be required.
- (b) In the event the proposed replat involves property which has been previously developed or zoned as single-family or duplex residential use, then special requirements are triggered as follows:
 - (1) After an application is filed for a replat affecting single-family and duplex property, director of public works shall give notice of the application to be published in the official newspaper of the city at least 15 days before the date of the city council meeting at which it is to be considered. Such notice must include a statement of the time and place at which the city council will meet to consider the replat and to hear protests to the revision at a public hearing. Additionally, written notice must be sent to all owners of property located within the 200 feet of the property upon which the replat is requested. Such notice may be served by mailing the notice, properly addressed and postage paid, through the United States Postal Service.
 - (2) If 20 percent or more of the property owners to whom notice has been required to be given file a written protest of the replatting before or at the public hearing, then the affirmative vote of at least three-fourths of the city council members is required to approve the replat.

(Code 2001, § 10.108; Code 2010, § 10.02.008)

State law reference(s)—Replatting without vacating preceding plat, V.T.C.A., Local Government Code § 212.014; additional requirements for certain replats, V.T.C.A., Local Government Code § 212.015.



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ENGINEER
BOWMAN CONSULTING
5601 DEMOCRACY DRIVE
PLANO, TX 75024

JOB NO. 2021.072.005
DRAWN: BCS
CHECKED: JHB

TABLE OF REVISIONS	
DATE	SUMMARY

STRINGER ADDITION

WATAUGA, TEXAS

SHEET:
VO1

REPLAT