

**MINUTES OF MEETING OF THE  
PLANNING & ZONING COMMISSION OF THE CITY OF LAMPASAS  
CALVERT MUNICIPAL BUILDING  
CITY COUNCIL CHAMBERS  
302 E THIRD STREET  
THURSDAY SEPTEMBER 1, 2022  
6:00 P.M.**

The Planning and Zoning Commission of the City of Lampasas met in regular session on the above date with Commission Chair Person presiding:

P&Z Members Present:  
Danielle Shepard  
Bob McCauley  
Marissa Canales  
Zach Taylor  
James Skinner  
Michael Sibberson

City Staff Present:  
Becky Sims, City Secretary/Zoning Administrator  
Lupe Charping, Administrative Secretary

P&Z Members Absent  
N/A

**REGULAR SESSION**

- I. Call to order.

*Chair Person called the meeting to order at 6:00 p.m.*

- II. Discussion and possible action regarding approval of the minutes dated May 5, 2022

*Commission member Shepard moved to approve the minutes as presented, the motion was seconded by Commission member McCauley and with a unanimous vote, the motion carried.*

**PUBLIC HEARING**

- III. Public Hearing to receive citizen comments regarding a request for a Specific Use Permit (SUP) to allow for an accessory structure commonly referred to as a guesthouse in an area zoned Single Family Residential-10 "SF-10" Lampasas County, Lampasas, Texas, for property described as Block 2, lots 6-7, Fairview Addition, commonly known as 101 N Rice Street, Lampasas, Texas.

*Becky Sims, Zoning Administrator reviewed the following:*

- *property is described as Block 2, Lots 6-7, Fairview Addition, commonly known as 101 N Rice Street, Lampasas, Texas.*
- *The property owner is in the process of adding a bedroom and bathroom to existing workshop and upon approval would like to add a kitchenette for guest use.*
- *Mr. Kuker is aware that this dwelling cannot be used as rental property as stated in the letter and will only be used at the pleasure of the homeowner/occupant.*
- *The property is zoned Single Family Residential-10 "SF-10", the area surrounding the property is Single Family Residential-10 "SF-10"*
- *Staff mailed twenty-six (26) notices to property owners within 200 feet of the applicant's property, to date two letters have been received in favor of the request and none in protest.*

**REGULAR SESSION**

- IV. Discussion and possible action to consider approval, denial or approval with modifications for a Specific Use Permit (SUP) to allow for an accessory structure commonly referred to as a guesthouse in an area zoned Single Family Residential-10 "SF-10" Lampasas County, Lampasas, Texas, for property described as Block 2, lots 6-7, Fairview Addition, commonly known as 101 N Rice Street, Lampasas, Texas

*Commission member Canales moved to recommend approval of the Specific Use Permit to allow for an accessory structure to City Council, the motion was seconded by Commission member Taylor and with a unanimous vote, the motion carried.*

**PUBLIC HEARING**

- V. Public Hearing to receive citizen comments regarding the Gamel Addition Minor Plat with variances being all of two tracts of land and part of lot 2, Block 30 of Matthew & Wilkes Addition, Lampasas, Texas Lampasas County.

Becky Sims, Zoning Administrator reviewed the following:

- property is described as Part of Lot 2, Block 30 Matthews & Wilkes Addition, Northington Street Lampasas, Texas Lampasas County
- Daniel K Johnson, Owner, presented his request to the City’s Zoning Board of Adjustment to grant a variance(s) to the City’s Zoning Ordinance; which was approved at the July 26, 2022 meeting; specifically, Single Family Residential-6 “SF-6” for a reduction in depth from 110’ to 105’ and a reduction in width from 50’ to 45’
- property is currently zoned Single Family Residential-6 “SF-6”. The area surrounding the property is Single Family Residential-6 “SF-6”.
- The lot is irregular and required a variance to the width and depth to make it buildable. The lot does comply with the 25 ft front yard setback and 6 ft side & rear set back.
- Mr. Johnson is asking the Planning Commission to recommend approval of the Gamel Additional Minor Plat with variances to lot 1 to City Council

**REGULAR SESSION**

VI. Discussion and possible action regarding approval, denial or approval with modifications the Gamel Addition Minor Plat with variances being all of two tracts of land and part of lot 2, Block 30 of Matthew & Wilkes Addition, Lampasas, Texas Lampasas County.

*Commission member Shepard moved to recommend approval of the Gamel Addition Minor Plat with variances being all of two tracts of land and part of lot 2, Block 30 of Matthew & Wilkes to City Council, the motion was seconded by Commission member Sibberson and with a unanimous vote, the motion carried.*

**PUBLIC HEARING**

VII. Public Hearing to receive citizen comments regarding the Minor Plat of Cresta De Mesa Soleads, 6.13 acres out of the James R. Cook Survey, Abstract No. 110, Lampasas County, Texas.

Becky Sims, Zoning Administrator reviewed the following:

- property is described as 6.13 acres out of the James R. Cook Survey, Abstract No. 110, Lampasas County, Texas.
- John and Janice Allen and David O’Neal, Owners, are requesting approval of a Minor Plat of Cresta de Mesa Soleads; 6.13 acres subdivided into three tracts within the Extra-Territorial Jurisdiction (ETJ) of Lampasas City Limits.
- The property is located in the ETJ and does not have a Zoning Designation
- City Water is readily available for all three tracts
- City Electric is available for Tract One & Tract Three, Tract Two will require an extension of services otherwise this plat would have been approved administratively.
- Sewer Services provided by Onsite Sanitary Septic Facilities (OSSF)

**REGULAR SESSION**

VIII. Discussion and possible action regarding approval, denial or approval with modifications the Minor Plat of Cresta De Mesa Soleads, 6.13 acres out of the James R. Cook Survey, Abstract No. 110, Lampasas County, Texas.

*Commission member Shepard moved to recommend approval of the Minor Plat of Cresta De Mesa Soleads, 6.13 acres out of the James R. Cook Survey, Abstract No. 110, Lampasas County, Texas to City Council, the motion was seconded by Commission member Taylor and with a unanimous vote, the motion carried.*

IX. Discussion regarding General Planning and Zoning Inquiries and/or Developments.

Becky Sims, Zoning Administrator reviewed the following

**COMMERCIAL DEVELOPMENTS**

- New Storage Units- 4<sup>th</sup>/Brown
- New Retail Strip Center/Storage Units 4<sup>th</sup>/Briggs
- Previous WT Excavation/Green Keepers Building 4<sup>th</sup> Street- Eco-Strong Manufacturing – Pecan Street
- Silver Creek Assisted Living-(additional 42 apartments) 281 across from Boones
  - (2) 4-story & (1)-2-story- Zoning Amendments
- Starbucks
- Santa Fe Depot- 2<sup>nd</sup>/Liveoak- Metal Building/Shell (Business TBD)
- Rutlands Building- Renovations- Distillery/Tasting Room-Retail Space (Candy/Popcorn/Gelato)
- T-Mobile- (Golden Chick Strip Mall)

- *Whiskey & Wrenches- Saloon 37*
- *Beer Market- New Business Owners- open for lunch- pool tourneys/trivia*
- *My Girls- New Inventory/Marketing (social media presence)*
- *Wool & Vine- New Hours/Menu Options and Entertainment*
- *Merk & Tilley's- New Merchandise- Vendors- Events*
- *Loly's Ice Cream- Next to Dollar Tree- Santa Fe Shopping Center*
- *Gillen's Wine & Candies-Key Avenue*
- *WM Roofing- Key Avenue*
- *Always Home Properties- Key Avenue*

**NEW RESIDENTIAL DEVELOPMENTS**

- *Jan 2022- present- 17 new home permits*
- *Jan 2022-present- 68 remodel/addition permits (interior, roof, shed, driveways. carports etc.)*
- *Stone Valley 67 Home Subdivision- approximately 7 lots left to develop*
- *Brodie Estates 22 Home Subdivision- 6 lots have been completed or are in progress*
- *Hillside Acres-28 Home Subdivision- 8 lots have been completed or are in progress*
- *Hidden Oaks- 12 Home Subdivision-Infrastructure approved & accepted by City- development should be starting soon.*
- *4 new homes underway on Shephard Lane*
- *5 new homes by RKJ Construction on Bridge/Brown*
- *3 new homes by RKJ Construction on Gamel/Northington area coming soon*
- *3 new homes by Tom Lancaster Homes on N Summer coming soon*
- *Northington Creek Estates- proposed 177 home subdivision (48 acres) Mill/Brown Street*
  - *Egress/ingress, line upsize/fire flow/domestic service/ traffic impact study for 4<sup>th</sup> street.*

**Proposed Height Amendments to Zoning Districts**

DISTRICT	MINIMUM LOT AREA	MINIMUM DWELLING UNIT SIZE	MINIMUM LOT WIDTH	MINIMUM LOT DEPTH	MINIMUM FRONT YARD	MINIMUM REAR YARD	MINIMUM SIDE YARD	MINIMUM HEIGHT OF BUILDING	MAXIMUM LOT COVERAGE BY BUILDING
MF-2 (Apartments)	15,000 SF/ Lot  1,725 SF/ Dwelling Unit	550 SF- efficiency  600 SF- 1BR  800 SF- 2+BR	100 FT <b>110 FT</b>	125 FT <b>135 FT</b>	40 FT <b>45 FT</b>	20 FT/ <b>25 FT</b>	15 FT/ <b>20 FT</b>	3 STORIES <b>4 STORIES (55 FT HEIGHT)</b>	50%
O	6,000 SF	N/A	50 FT <b>60 FT</b>	110 FT <b>120 FT</b>	25 FT <b>30 FT</b>	20 FT <b>25 FT</b>	10 FT <b>15 FT</b>	2 STORIES <b>3 STORIES (45 FT HEIGHT)</b>	50%
R	8,000 SF	1200 SF	70 FT <b>80 FT</b>	100 FT <b>110 FT</b>	25 FT <b>30 FT</b>	25 FT <b>30 FT</b>	25 FT <b>30 FT</b>	2 STORIES <b>3 STORIES (45 FT HEIGHT)</b>	40%
CBD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 STORIES	N/A
C	6,000 SF	N/A	60 FT	100 FT	20 FT	20 FT	15 FT	3 STORIES	50%
LI	15,000 SF	N/A	100 FT	150 FT	25 FT <b>30 FT</b>	20 FT <b>25 FT</b>	15 FT <b>20 FT</b>	2 STORIES <b>3 STORIES</b>	65%
HI	15,000 SF	N/A	100 FT	150 FT	25 FT <b>30 FT</b>	20 FT <b>25 FT</b>	15 FT <b>20 FT</b>	3 STORIES	65%

**SHORT TERM RENTALS**

*Discussion points*

- *What constitutes a short-term rental?*

- *Less than 30 days*
- *Property owners registering property with the City*
  - *Enforcement*
  - *Penalties for non-compliance*
- *Location/Zoning Districts*
  - *Residential*
  - *Commercial*
  - *Central Business District*
- *Max Occupancy*
  - *Square Footage*
  - *Bedrooms/Sleeping areas*
- *Parking*
- *Floor Plan*
  - *Egress/Ingress*
  - *Fire/Life Safety*
  - *ADA*
- *Site Plan*
  - *Amenities*
  - *Pools/Hot Tub (safety fencing)*
- *Fees*
  - *Registration Fees*
- *Available Rooftops*
- *Neighbors*
- *Nuisance/Noise Consideration*
- *Quiet Time*
- *Enforcement*
  - *Staff Time/Resources*
- *Value in having a Town Hall Meeting*
  - *Citizen input*
  - *Property owners*
  - *Property Value*

*At this time the Planning Commission does not recommend Staff to pursue a Short-Term Rental Ordinance as a priority; however, to continue gathering data.*

X. Adjourn- *Business concluded at 7:15, meeting was adjourned.*

*Passed and approved this 4<sup>th</sup> day of October 2022.*

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Dorothy Person, Chair

ATTEST:

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Becky Sims, City Secretary/Zoning Administrator