



## PLANNING AND ZONING COMMISSION

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City Hall Council Chambers, 298 W. Washington  
Wednesday, August 18, 2021 at 5:30 PM

### MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on August 18, 2021 at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

**COMMISSIONERS PRESENT:** Lisa LaTouche, Chairperson  
Brian Lesley, Vice Chair  
Bruce Delater  
Justin Allison  
Nick Robinson  
Cliff McCrury  
Todd McEvoy

**COMMISSIONERS ABSENT:** Mary Beach McGuire – Alternate

**OTHERS ATTENDING:** Steve Killen, Director of Development Services  
Tina Cox, Commission Secretary

### CALL TO ORDER

Chairperson LaTouche called the meeting to order at 5:30 p.m.

### MINUTES

**1. Consider Approval of Minutes – July 21, 2021**

MOTION by Nick Robinson, second by Cliff McCrury, to approve the minutes for July 21, 2021.

MOTION CARRIED by unanimous vote.

### PUBLIC HEARINGS

**2. Case No.: RP2021-005**

**Applicant Barron Stark Engineers, representing 555 Dublin Avenue LLC, is requesting a replat of property located at 555 Dublin, Parcel R73140, of CITY ADDITION, BLOCK 72 & BLOCK 73 (PTS OF) of the City of Stephenville, Erath County, Texas. The applicant is requesting approval of a preliminary replat of two parcels.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that this is a preliminary plat that along with the appropriate submittals currently under review by staff has an intended project that will allow for a multi-family development. Mr. Killen stated that the future land use is single family. Mr. Killen shared with the Commission that the property is served by adequate

water and sewer connections. Mr. Killen stated that this is a replat of the property, not a rezone and that this property has met all the qualifications for a preliminary replat to be granted. Mr. Killen concluded his brief with providing to the commission the information that this preliminary plat will take two lots and combine them into one lot.

Chuck Stark and Will Schoonover, representing Barron Stark Engineers, were present to answer any questions.

Chairperson LaTouche opened the public hearing with a reminder that this was a replat hearing only.

No one came forward to speak in favor of the replat request.

Noni Casselman Reed, 1008 Counts St, spoke against the replat, expressing her concerns regarding safety issues.

Chairperson LaTouche closed the public hearing.

MOTION by Todd McEvoy, second by Nick Robinson, to approve Case No. RP2021-005 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

### **3. Case No.: PD2021-002**

**Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of Cowtown Properties, is requesting a rezone of property located at 525 W Collins, Parcel R33237, of SHAPARD & COLLINS, BLOCK 6, LOTS 1 & 2 & A0032 BLAIR JOHN, of the City of Stephenville, Erath County, Texas, from (IND) Industrial to (PD) Planned Development. The applicant will present a conceptual plan. Formal action for the rezone request and approval of the Planned Development will be considered at a future meeting.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant wants to rezone the property from Industrial to Planned Development for the construction of a townhome development. The concept plan proposed will be 37 units on 2.65 acres (density of 13.96 units per acre) with 68 parking spaces (generally, two spaces per unit are required). Mr. Killen stated that the commission is charged with evaluating the conceptual plan. The plan shall contain appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation.

Douglas Cooper, representing MMA, LLC and Troy Kunkel were present to answer any questions.

Chairperson LaTouche opened the public hearing.

Mr. Kunkel stated that the townhomes are to be developed with the intention to sell.

Mr. Cooper presented the Commissioners with a set of plans that gave detailed information regarding the site plan and conceptual drawings.

Commissioner McEvoy expressed his concerns regarding the height of the buildings.

Commissioner Delater expressed his concerns regarding traffic issues and the close proximity of the railroad.

Chairperson LaTouche closed the public hearing.

No action taken.

#### 4. Case No.: PD2021-003

**Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of 598 Westwood, LLC, is requesting a rezone of property located at 817 W Washington, Parcel R29583, of CITY ADDITION, BLOCK 62, LOTS 6A;7;14;17; (PT, OF 14), of the City of Stephenville, Erath County, Texas, from (B-2) Retail and Commercial Business to (PD) Planned Development. The applicant will present a conceptual plan.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant wants to rezone the property from Retail and Commercial Business to Planned Development for the construction of a townhome development. The concept plan proposed will be 23 units on 0.94 acres (density of 24.47 units per acre) with 51 parking spaces (exceeding the two spaces per unit requirement). Mr. Killen stated that the commission is charged with evaluating the conceptual plan. The plan shall contain appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation. Mr. Killen concluded his presentation with sharing with the Commission that one letter of opposition from Stephenville Mobile Home Park.

Douglas Cooper, representing MMA, LLC and Troy Kunkel were present to answer any questions.

Chairperson LaTouche opened the public hearing.

Mr. Kunkel stated that the townhomes are to be developed with the intention to sell.

Mr. Cooper presented the Commissioners with a set of plans that gave detailed information regarding the site plan and conceptual drawings.

Commissioner Leslie expressed his concerns regarding the easement and the legal ramifications that may arise.

Commissioner Delater expressed his concerns regarding traffic issues and the close proximity of the school.

Chairperson LaTouche closed the public hearing.

No action taken.

#### 5. Case No.: PD2021-004

**Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of 598 Westwood, LLC, is requesting a rezone of property located at 855 & 865 W Washington, Parcel R29581, of CITY ADDITION, BLOCK 62, LOTS 4;5;6B; (PT, OF 5), of the City of Stephenville, Erath County, Texas, from (B-2) Retail and Commercial Business to (PD) Planned Development. The applicant will present a conceptual plan.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant wants to rezone the property from Retail and Commercial Business to Planned Development for the construction of a townhome development. The concept plan proposed will be 23 units on 0.94 acres (density of 24.47 units per acre) with 51 parking spaces (exceeding the two spaces per unit requirement). Mr. Killen stated that the commission is charged with evaluating the conceptual plan. The plan shall contain appropriate information to describe the general land use configuration, proposed

densities or lot sizes, proposed amenities and proposed regulation. Mr. Killen concluded his presentation with sharing with the Commission that one letter of opposition from Stephenville Mobile Home Park.

Douglas Cooper, representing MMA, LLC and Troy Kunkel were present to answer any questions.

Chairperson LaTouche opened the public hearing.

Commissioner Leslie expressed his concerns regarding the easement and the legal ramifications that may arise.

Commissioner Delater expressed his concerns regarding traffic issues and the close proximity of the school.

Chairperson LaTouche closed the public hearing.

No action taken.

#### **6. Case No.: PD2021-005**

**Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of 598 Westwood, LLC, is requesting a rezone of property located at 873 W Washington, Parcel R29580, of CITY ADDITION, BLOCK 62, LOT 3, of the City of Stephenville, Erath County, Texas, from (B-2) Retail and Commercial Business to (PD) Planned Development. The applicant will present a conceptual plan.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that the applicant wants to rezone the property from Retail and Commercial Business to Planned Development for the construction of a townhome development. The concept plan proposed will be 23 units on 0.94 acres (density of 24.47 units per acre) with 51 parking spaces (exceeding the two spaces per unit requirement). Mr. Killen stated that the commission is charged with evaluating the conceptual plan. The plan shall contain appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation. Mr. Killen concluded his presentation with sharing with the Commission that one letter of opposition from Stephenville Mobile Home Park.

Douglas Cooper, representing MMA, LLC and Troy Kunkel were present to answer any questions.

Chairperson LaTouche opened the public hearing.

Commissioner Leslie expressed his concerns regarding the easement and the legal ramifications that may arise.

Commissioner Delater expressed his concerns regarding traffic issues and the close proximity of the school.

Chairperson LaTouche closed the public hearing.

No action taken.

#### **7. Case No.: RP2021-006**

**Property owner Taylor Kanute of Harbin Street LLC, is requesting a re-plat of property located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19, LOT 15, of the City of Stephenville, Erath County, Texas. The applicant is requesting approval of a preliminary re-plat for the planned development.**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that this is a preliminary plat that on July 21, the City Council approved the rezoning of the parcel to PD contingent upon the approval of a preliminary plat. The applicant has submitted a preliminary plat along with the appropriate submittals currently under review by staff. Further, per the request of City Council, the applicant is providing additional detail relating to the Planned Development. The intended project will allow for retail and commercial space on approximately 2.7 acres, maintaining current zoning of B-2. The remainder of the parcel will be designated as a Planned Development relating to Townhomes. Mr. Killen concluded his brief stating that this is a replat of the property and that this property has met all the qualifications for a preliminary replat to be granted.

Taylor Kanute was present to answer any questions.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the replat request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Todd McEvoy, to approve Case No. RP2021-006 and forward a positive recommendation to Council. MOTION CARRIED with a unanimous vote.

**8. Zoning Ordinance Revisions to R-3 Multi-family and Consideration of Draft Zoning District Known as R-2.5**

Steve Killen, Director of Development Services, briefed the commission on the case. Mr. Killen stated that recent applications for rezoning requests relating to R-3 Multifamily developments have been met with public apprehension. Currently, the R-3 zoning classification list of permitted uses includes higher use development that if approved, could jeopardize the character of some of our existing neighborhoods. City Council assigned the Development Services Committee to review the R-3 zoning classification and attempt to find a mechanism that could lead to the integration of trending housing choices while protecting our existing neighborhoods. Subsequently, the Committee has proposed actions that will, in essence, remove townhomes and equivalent housing from the R-3 classification and propose a new R-2.5 zoning classification that will include townhomes, single-family homes on smaller parcels and duplexes. Mr. Killen went on to explain that the following items are also accomplished through the proposals:

A. Townhome requirements are removed from the R-3 zoning classification and separate zoning classification for townhomes and trending housing styles is proposed.

B. A clear distinction on density requirements for the new zoning classification for townhomes is set at 14 units per acre compared to a density of 24 units per acre for multifamily dwellings.

C. R-2.5 allows for single family and townhome dwellings. Duplex style home are also a permitted use but at a much lower density.

D. Variations from density/setback requirements for the newly established zoning classification will require a residential site plan submittal and subsequent approval through Planning & Zoning and City Council.

E. Parking requirements for the R-3 zoning over the newly established zoning classification (R-3 is currently allowed up to 24 units per acre). Increase parking requirements intended for student housing properties, revising from per unit to per bed.

F. Establish a clear distinction between R-3 zoning relating to student housing has been clarified to mean two spaces per rented bed.

G. R-3 zoning will generally relate to managed properties on a single-parcel while the newly established zoning will generally allow for replatted properties where each unit is individually platted and typically, owner occupied.

H. R-3 zoning will not have a site plan review process but will maintain the current process of variance requests before the Board of Adjustment.

Mr. Killen concluded his brief with a request to the Commission to recommend to the City Council to revise certain provisions of the zoning code and adopt a new section known as R2.5 as a new residential zoning classification as reviewed by the Planning and Development Services committee on July 22, 2021.

Chairperson LaTouche opened the public hearing.

No one came forward to speak in favor of or against the zoning ordinance revision request.

Chairperson LaTouche closed the public hearing.

MOTION by Bruce Delater, second by Nick Robinson, that both revisions would be recommended for approval to Council. MOTION CARRIED with a unanimous vote.

#### **ADJOURN**

The meeting was adjourned at 6:34 p.m.

APPROVED:

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Lisa LaTouche, Chair

ATTEST:

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Tina Cox, Commission Secretary