



AGENDA
PLANNING AND ZONING COMMISSION MEETING
TUESDAY, AUGUST 1, 2023 AT 6:00 PM
KAUFMAN CITY HALL COUNCIL CHAMBERS
209 SOUTH WASHINGTON STREET,
KAUFMAN, TEXAS 75142

PLEDGE OF ALLEGIANCE US FLAG

TEXAS FLAG

"HONOR THE TEXAS FLAG. I PLEDGE ALLEGIANCE TO THEE, TEXAS ONE STATE UNDER GOD, ONE AND INDIVISIBLE".

INVOCATION

CALL MEETING TO ORDER Chairman calls the Meeting to order, states the date and time, states members present, and declares a quorum present.**

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES) Comments about any of the agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the P&Z Commission on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the P&Z Commission as a whole. **When addressing the P&Z Commission, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and P&Z Commission.**

CONSENT AGENDA "All matters listed under the Consent Agenda, are considered to be routine by the Planning and Zoning Commission and will be enacted by one motion. There will not separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. For a citizen to request removal of an item, a request must be submitted to the Planning and Zoning Commission Secretary."

1. Consider and take appropriate action on the minutes of the May 2, 2023 Planning and Zoning Commission meeting.

END OF CONSENT AGENDA

PUBLIC HEARING

2. Conduct a public hearing and make a recommendation to City Council on a request by Jose Sanchez for a **Specific Use Permit (SUP-53)** on approximately 1.162 acres for the sale of alcoholic beverages in conjunction with a restaurant on property zoned Commercial (C). The property is generally located at 1917 S. Washington Street (Parcel ID 191050) on Lot 1 of Block 1 of Kaufman Retail Partners Center, City of Kaufman, Kaufman County, TX. (Case No. Z-04-23)

3. Conduct a public hearing and make a recommendation to City Council on a request by Chris Elrod, of Superstar Trailer, for a **Specific Use Permit (SUP-54)** on approximately 5.00 acres for portable buildings sales (outdoor display) and light manufacturing and assembly processes on property zoned Commercial (C). The property is generally located at 3458 E. Highway 175 (Parcel ID 375) out of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, TX. (Case No. Z-05-23)
4. Conduct a public hearing and make a recommendation to City Council for a request for a change of zoning from A-O Agriculture/Open District and SF-10 Single-Family Residential District to **PD Planned Development District-24** for a church and associated uses (including household care home uses) on approximately 10.282 acres out of the C.A. Lovejoy Survey, Abstract No. 303, located at 27 Oak Creek Dr. (Property ID 9366 & 9380) (Case No: Z-06-23)

DISCUSSION/ACTION ITEMS

5. Consider and make a recommendation to City Council on the **Land Study and Preliminary Plat of Highland Meadows**, which will create 435 single-family residential lots, 1 fire station lot, 21 open space lots, and right-of-way on 106.417 acres out of the Thomas Beedy Survey, Abstract No. 21, and the William Peters Survey, Abstract No. 407, City of Kaufman, Kaufman County, Texas, generally located on the south side of State Highway 243 at Ola Road (Property IDs 2252, 2267, 2268, 2269, 2270, 2278, and 11497). (Case No. PP-04-23)
6. Consider and make a recommendation to City Council on the **Site Plan of Steve's Diesel Addition**, being a tract of land containing 2.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light Industrial ("LI") and is generally located 3736 East Highway 175. (Case No. SP-05-23)
7. Consider and make a recommendation to City Council on the **Final Plat of Lot 1, Block 1 of Steve's Diesel Addition**, being a tract of land containing 2.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light Industrial ("LI") and is generally located 3736 East Highway 175. The final plat is for 1 non-residential lot. (Case No. FP-07-23)
8. Consider and make a recommendation to City Council on the **Preliminary Plat of TLH Business Park, Block 1, Lots 1 and 2**, being a tract of land containing 4.09 acres (Property ID 49003 & 187999), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located 3250 & 3260 East Highway 175. The preliminary plat is for 2 non-residential lots. (Case No. PP-05-23)
9. Consider and make a recommendation to City Council on the **Site Plan of Rent-A-Center**, situated on 1.08 acres (Property ID 49003) out of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located at 3250 E. U.S. Highway 175. (Case No. SP-03-23)
10. Consider and make a recommendation to City Council on the **Final Plat of TLH Business Park, Block 1, Lot 1**, being a tract of land containing 1.08 acres (Property ID 49003), situated

in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located 3250 East Highway 175. The Final Plat is for 1 non-residential lot. (Case No. FP-06-23)

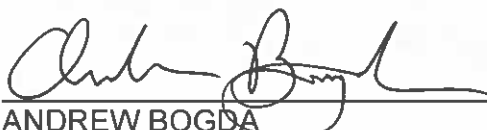
11. Consider and make a recommendation to City Council on the **Site Plan of Jiffy Lube**, situated on 1.214 acres (Property ID 202752) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Planned Development 15 – Highway Commercial ("PD-15-HC") and is generally located at 730 E. U.S. Highway 175. (Case No. SP-07-23)
12. Consider and make a recommendation to City Council on the **Final Plat of Kings Fort Addition, Phase IV, Block E, Lot 4**, being a tract of land containing 1.214 acres (Property ID 202752), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Planned Development 15 – Highway Commercial ("PD-15-HC") and is generally located at 730 E. U.S. Highway 175. The final plat is for 1 non-residential lot. (Case No. FP-10-23)
13. Discuss a **text amendment** to the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, to add the use "**Donation Box**" to certain Zoning Districts by amending Chart 3 "Accessory & Incidental Uses" of Section 33.4 "Use Regulations"; adding "Donation Box" to Section 33.5 "Definitions"; and adding "Donation Box" specifications to Section 37.5 "Accessory Building and Use Regulations" (Case No. Z-03-23)

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

BOARD INQUIRY If a member of the board makes a spontaneous inquiry about a subject not on this agenda, then the board or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Planning and Zoning Commission cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

ADJOURNMENT

I, ANDREW BOGDA, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON FRIDAY, JULY 28, 2023 AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.



ANDREW BOGDA
DIRECTOR OF DEVELOPMENT SERVICES

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.



**MINUTES
PLANNING AND ZONING COMMISSION
TUESDAY, MAY 2, 2023
KAUFMAN CITY HALL
COUNCIL CHAMBERS
209 SOUTH WASHINGTON STREET
KAUFMAN, TEXAS 75142**

PLEDGE OF ALLEGIANCE US FLAG

TEXAS FLAG - "HONOR THE TEXAS FLAG. I PLEDGE ALLEGIANCE TO THEE, TEXAS ONE STATE UNDER GOD, ONE AND INDIVISIBLE".

INVOCATION

CALL MEETING TO ORDER Chairman calls the Meeting to order, states the date and time, states members present, and declares a quorum present.

Chairman Richard Dunn called the meeting to order at 6:01 p.m. on Tuesday, May 2, 2023. Commissioners present were Chairman Richard Dunn, Vice-Chairman Burton Brown, Commissioner Dennis Berry, Commissioner Darril Deaton, and Commissioner Jason Nelson. City of Kaufman staff present included: Director of Development Services Andrew Bogda, Planner 1 Joy Henderson, Customer Service Clerk Kari Fuller and Code Enforcement Officer Stephen Mendoza. Present in the audience were: Jonathan Najera and Lili Ved.

CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES)

Comments about any of the agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the P&Z Commission on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the P&Z Commission as a whole. When addressing the P&Z Commission, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and P&Z Commission.

CONSENT AGENDA "All matters listed under the Consent Agenda, are considered to be routine by the Planning and Zoning Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. For a citizen to request removal of an item, a request must be submitted to the Planning and Zoning Commission Secretary."

1. Consider and take appropriate action on the minutes of the March 7, 2023 Planning and Zoning Commission meeting.

END OF CONSENT AGENDA

Commissioner Berry made a motion to approve the consent agenda for item 1. The motion was seconded by Commissioner Deaton. The motion passed 5-0.

PUBLIC HEARING

2. Conduct a public hearing and make a recommendation to City Council on the **Replat of Lots 2B-R1 & 2B-R2 of Block A of La Vega Ranch**, being a replat of Lot 2B, Block A, of La Vega Ranch. The subject property consists of approximately 5.044 acres out of the T. Lowrie Survey, Abstract No. 285, City of Kaufman ETJ, Kaufman County, TX, generally located at 2363 La Vega Road, Crandall, TX (Property ID 198586). The replat is for 2 residential lots. (Case No. FRP-02-23)

The Public Hearing opened at 6:04 p.m.

Director of Development Services Andrew Bogda presented a report on the Replat of Lots 2B-R1 & 2B-R2 of Block A of La Vega Ranch. Details of the case can be found in report FRP-02-23 dated 05-02-2023.

Chairman Dunn asked why we are addressing this case since it is so far away from the city. Mr. Bogda stated this property is within our ETJ, so the city is responsible for subdivision platting.

Commissioner Berry asked if this would have any impact on the other lots.

Jonathan Najera stated the water company has committed to providing water to the 12 lots platted in La Vega Ranch and they can't commit to water for this additional lot at this time. Gastonia-Scurry Water Corporation already has a lot of applications for water service prior to his.

Commissioner Deaton made a motion to approve the **Replat of Lots 2B-R1 & 2B-R2 of Block A of La Vega Ranch**, being a replat of Lot 2B, Block A, of La Vega Ranch. The motion was seconded by Vice-Chairman Brown. The motion passed 5-0.

DISCUSSION/ACTION ITEMS

3. Discuss a **text amendment** to the City of Kaufman Comprehensive Zoning Ordinance O-02- 07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, to add the use "**Donation Box**" to certain Zoning Districts by amending Chart 3 "Accessory & Incidental Uses" of Section 33.4 "Use Regulations"; adding "Donation Box" to Section 33.5 "Definitions"; and adding "Donation Box" specifications to Section 37.5 "Accessory Building and Use Regulations" (Case No. Z-03-23)

Director of Development Services Andrew Bogda presented a report on the problems of Donation Boxes which have inundated the city.

Chairman Dunn stated there are very few places to donate stuff. The Genesis Center got overwhelmed with donations during COVID and had to close down for a month to regroup. Chairman Dunn asked if we can remove the boxes, if we have to make a hard stance on the donation boxes, and if this would prevent the boxes from being replaced or placed on new properties.

Vice-Chairman Brown stated the donation boxes should be banned with a \$1000 fine for the first offense and a \$5000 fine for any additional offenses. He also stated that residential and commercial customers in the City pay extra for additional trash cans and dumpsters. He also stated the convenience station takes recyclable materials for free. He suggested that if we are required to have donation boxes, to see if we could allow them at the convenience station, where a set number of donation boxes could be allowed and each person could donate items to the organization of their choice.

Commissioner Berry stated the boxes are not truly donation boxes, but a place to put junk that has been cleaned out of garages or closets and that if the ordinance has room to fail, there could be catastrophic results. He stated that items can be donated to the different churches in our community. He suggested placing stickers on the boxes and giving them 30 days to remove the contents and boxes, and if they are not removed, the boxes would be removed and stored on city property for another 30 days before being destroyed. He stated that recycling can be done at the convenience center.

Commissioner Nelson asked if we could ban them completely since they are a nuisance and an eye sore.

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

Director of Development Services Andrew Bogda thanked Commissioner Nelson for his time on the Planning and Zoning Commission and congratulated him on his new role as a member of City Council. He also stated that the next regular Planning and Zoning Commission meeting is on June 6, 2023.

BOARD INQUIRY If a member of the board makes a spontaneous inquiry about a subject not on this agenda, then the board or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Planning and Zoning Commission cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

ADJOURNMENT

The motion to adjourn was made by Commissioner Nelson and seconded by Commissioner Deaton. The motion passed 4-0. The meeting adjourned at 6:48 pm.

APPROVED:

**RICHARD DUNN
CHAIRMAN**

ATTEST:

**JOY HENDERSON
PLANNER I**



Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council on a request by Jose Sanchez for a **Specific Use Permit (SUP-53)** on approximately 1.162 acres for the sale of alcoholic beverages in conjunction with a restaurant on property zoned Commercial (C). The property is generally located at 1917 S. Washington Street (Parcel ID 191050) on Lot 1 of Block 1 of Kaufman Retail Partners Center, City of Kaufman, Kaufman County, TX. (Case No. Z-04-23)

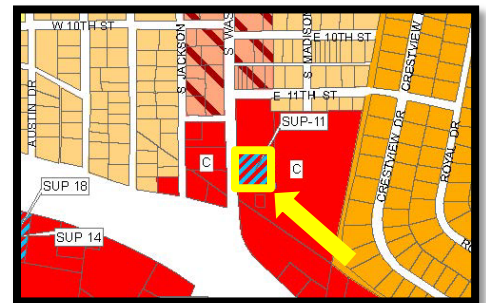
BACKGROUND/SUMMARY:

Jose Sanchez submitted a Specific Use Permit application for alcoholic beverage sales in conjunction with a restaurant, on the property located at 1917 South Washington Street, which is situated near the corner of East 9th Street and Washington Streets. The building is located in the Commercial (C) zoning district and contains 3,357 square feet for the inside and patio floor area of the establishment. A floor plan and photos of the exterior have been provided.

If approved, SUP-53 will replace SUP-11, and will include the patio area along with the existing restaurant. SUP-11 is for the 2,400 square foot restaurant only and does not include the patio.

SURROUNDING FUTURE LAND USES AND EXISTING LAND USES:

	Existing Zoning	Existing Land Use
North:	WSC	Multi-Family Units
South:	C	Washington Street Shopping Center
East:	C	Washington Street Shopping Center
West:	WSC	Flower Shop & Taco Bell



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designated the land use of the subject property as Future Commercial. The Commercial (C) zoning complies with the 2014 Future Land Use Plan because it allows a variety of office, retail, and commercial uses. Specific Use Permits are allowed if approved by City Council. Conditions and time frames can be added to the Specific Use Permit.

Thoroughfare Plan:

The Thoroughfare Plan designates South Washington Street as a “Type B”, Minor Arterial, requiring a minimum right-of-way width of 100 feet. Any necessary right-of-way dedication is done during the platting process or is acquired by the State through a separate process. A plat will not be required for this property at this time.

DETERMINATIONS NECESSARY FOR CONSIDERING SPECIFIC USE PERMITS

Sec 30.2. – SPECIFIC USE PERMIT REGULATIONS:

- A. In recommending that a Specific Use Permit for the premises under consideration be granted, the City shall determine that such uses are harmonious and adaptable to building structures and uses of abutting property and other property in the vicinity of the premises under consideration, and shall make recommendations as to requirements for the paving of streets, alleys and sidewalks, means of ingress and egress to public streets, provisions for drainage, adequate off-street parking, screening and open space, heights of structures, and compatibility of buildings. In approving a requested SUP, the Planning and Zoning Commission and City Council may consider any or all of the following:
1. The use is harmonious and compatible with surrounding existing uses or proposed uses;
 2. The activities requested by the applicant are normally associated with the permitted uses in the base district;
 3. The nature of the use is reasonable;
 4. Any negative impact on the surrounding area has been mitigated; and/or
 5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.
- B. In granting a Specific Use Permit, the Planning and Zoning Commission and City Council may impose conditions which shall be complied with by the owner or grantee before a certificate of occupancy may be issued by the Building Official, or his designee, for use of the building on such property pursuant to such Specific Use Permit and such conditions precedent to the granting of the certificate of occupancy. Any special conditions shall be set forth in writing by the City Council prior to issuance of the Certificate of Occupancy, and shall be incorporated into the amending ordinance establishing the SUP.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 31 property owners within 300 feet of the property. The results are as follows:

- Number of property owners who returned letter in agreement of the request: 0
- Number of property owners who returned letter in opposition of the request: 0
- Number of property owners have not responded: 31

The 20% percent rule for rezoning is if 20% of the area (located within the city limits) within 200 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The zoning change 20% rule is a State law.

RECOMMENDATION:

Staff recommends approval of Z-04-23 for a Specific Use Permit-53 (SUP-53) for the sale of alcoholic beverages in conjunction with a restaurant at 1917 South Washington Street with the following conditions:

1. Applicant must have, and keep, a current Texas Alcoholic Beverage Commission (TABC) Private Club license for this property.
2. Applicant must have, and keep, a current City of Kaufman Alcohol Permit for this property.
3. All sales of alcoholic beverages are for on-premise consumption only.
4. No building, premise, or land used under SUP-53 (alcoholic beverage sales in conjunction with a restaurant) may be enlarged, modified, structurally altered, or otherwise significantly changed unless an amendment to SUP-53 is first approved by City Council. The current size of the inside and patio floor area of the establishment is 3,357 SF.
5. Not less than fifty percent (50%) of sales shall be from food.

ATTACHMENTS:

1. Location Map
2. Floor Plan
3. Exterior Front Elevation
4. Exterior Side and Rear Elevation

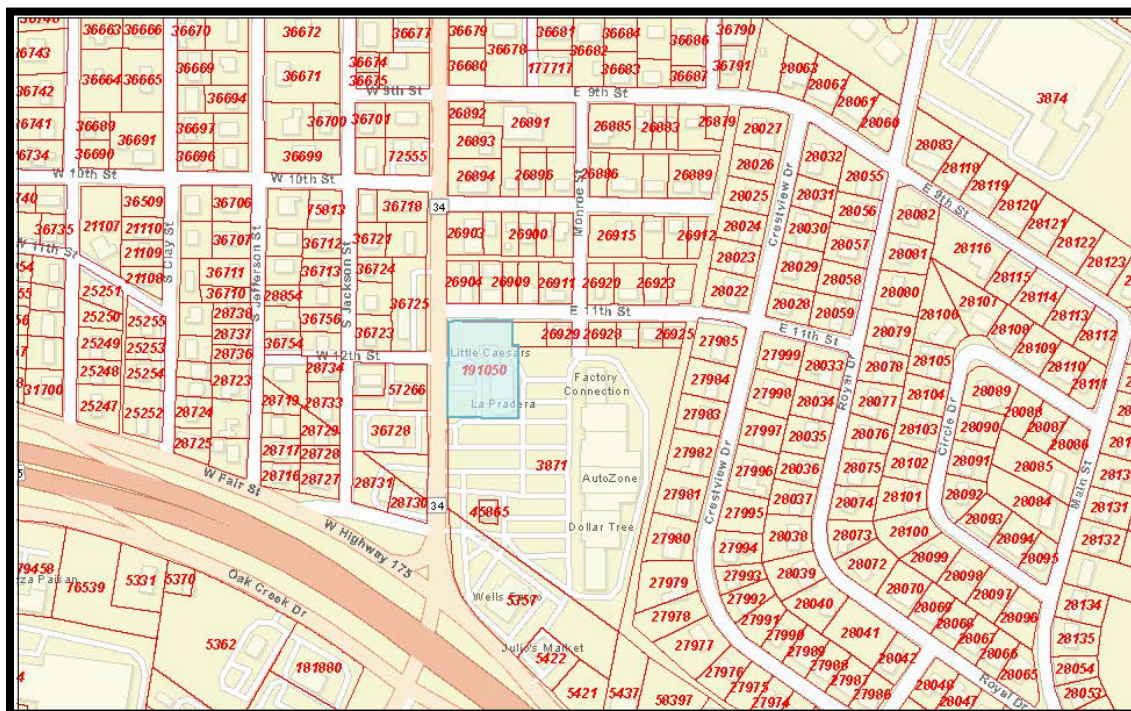
Joy Henderson

Planner I

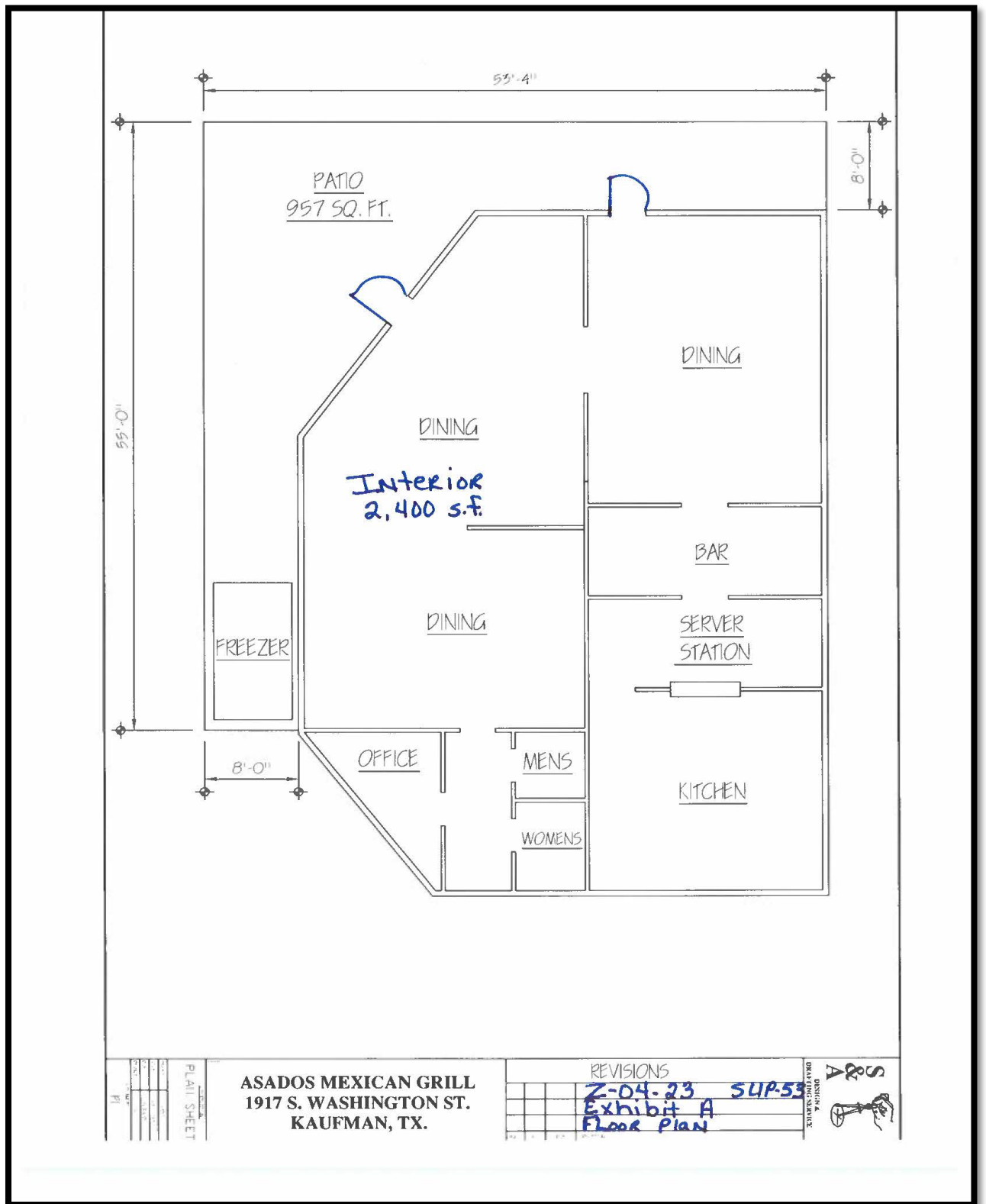
972-932-2216 ext. 115

jhenderson@kaufmantx.org

Location Map



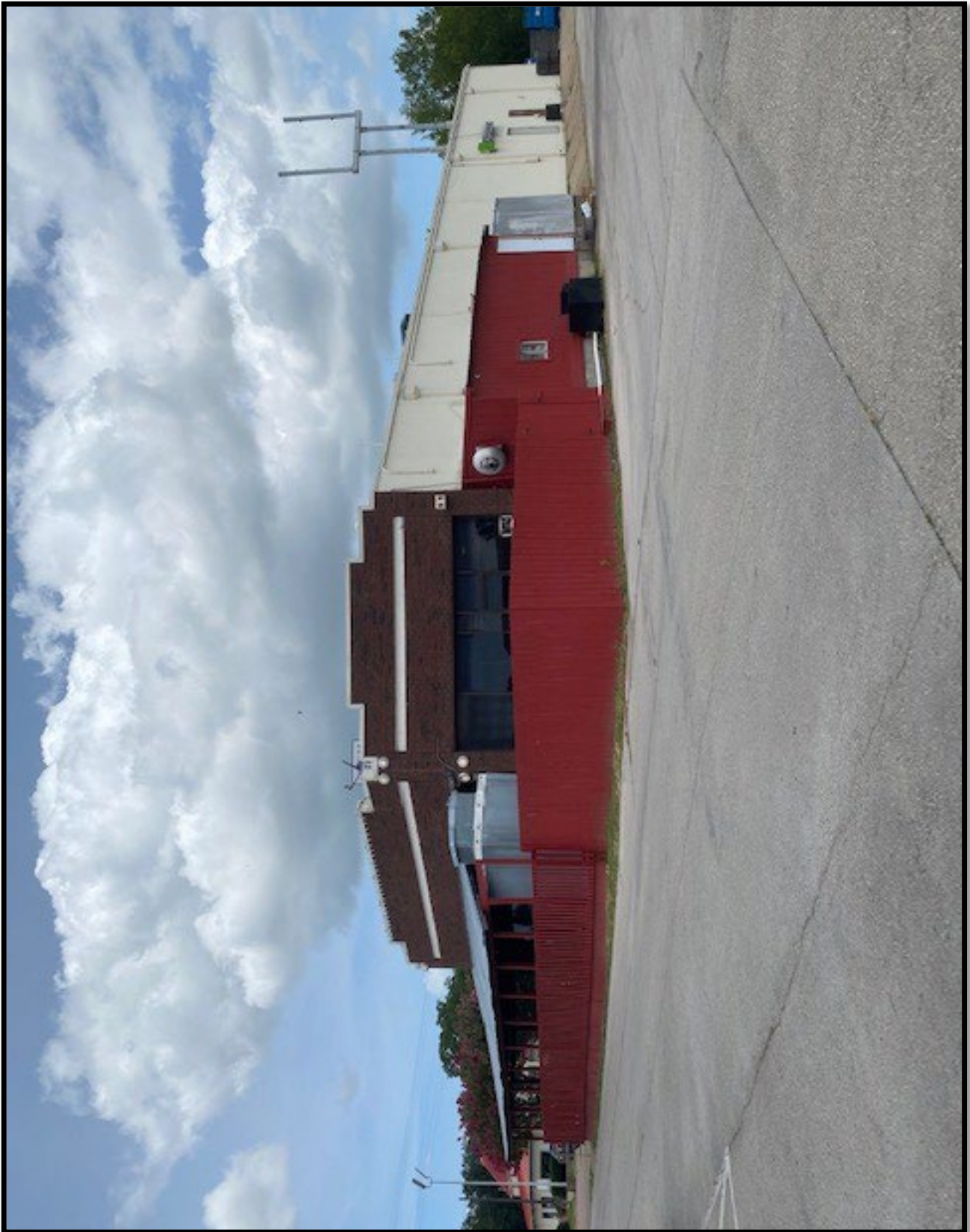
Floor Plan



Exterior Elevations – Front Elevation



Exterior Elevations – Side & Rear Elevations





Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council on a request by Chris Elrod, of Superstar Trailer, for a **Specific Use Permit (SUP-54)** on approximately 5.00 acres for portable buildings sales (outdoor display) and light manufacturing and assembly processes on property zoned Commercial (C). The property is generally located at 3458 E. Highway 175 (Parcel ID 375) out of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, TX. (Case No. Z-05-23)

BACKGROUND/SUMMARY:

Chris Elrod submitted a Specific Use Permit (SUP) application for portable buildings sales (outdoor display) and light manufacturing and assembly processes, on the property located at 3458 E. Highway 175, which is 5.00 acres out of the Charles Askins Survey, Abstract No. 2. The building is located in the Commercial (C) zoning district and was previously a car dealership.

If approved, SUP-54 will allow the trailer dealership to manufacture or personalize trailers and allow the sale of portable buildings. The definitions for each use are listed below:

- *Light Manufacturing or Industrial Use* - Manufacturing of finished products or parts, predominantly from previously prepared materials, including fabrication, assembly, and packaging of such products, and incidental storage, sales and distribution of such products, but excluding basic industrial processing. Includes fabrication of products by various trades such as welders, sheet metal workers, wood workers, machinists, etc. May also include establishments other than personal service shops for the treatment and/or processing of products as a service on a for-profit basis including, but not limited to, newspaper printing, laundry plant, cleaning and dyeing plants or light manufacturing.
- *Portable Building Sales (Outdoor Display)* - An establishment which displays and sells structures capable of being carried and transported to another location, but not including manufactured housing or homes.

Site Plan:

A Site Plan has been provided, showing the existing building and parking lot to remain as-is. The light manufacturing will occur within the building, while the portable building display area will generally be in the southeast corner of the parking lot, with the portable building stock to be located north of the building. Much of the remainder of the parking lot will be devoted to trailer parking, with the customer and employee parking areas located near the front of the building.

Landscape Plan:

The applicant will utilize the landscape plan that was previously approved for the property, which includes trees along the front property line adjacent to U.S. 175, as well as a few trees near the

front of the building. The existing metal pipe fence along the front of the property and the chain link fence on the sides of the property will also remain. No additional landscaping is planned.

Building Elevations:

The elevations for the existing building have been provided. The building is generally a metal building with a pitched roof. No changes to the building exterior are planned.

SURROUNDING FUTURE LAND USES AND EXISTING LAND USES:

	Existing Zoning	Existing Land Use
North:	C	Kemp Outfitters
South:	C	Vacant land
East:	C & HC	Vacant commercial building & feed store
West:	ETJ	Residential houses in the ETJ



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designated the land use of the subject property as Future Commercial. The Commercial (C) zoning complies with the 2014 Future Land Use Plan because it allows a variety of office, retail, and commercial uses. Specific Use Permits are allowed if approved by City Council. Conditions and time frames can be added to the Specific Use Permit.

Thoroughfare Plan:

The Thoroughfare Plan designates Highway 175 as a “Type AA”, Major Arterial, requiring a minimum right-of-way width of 240 feet. The necessary right-of-way already exists at this location. Any additional necessary right-of-way dedication is done during the platting process or is acquired by the State through a separate process. A plat will not be required for this property at this time.

DETERMINATIONS NECESSARY FOR CONSIDERING SPECIFIC USE PERMITS

Sec 30.2. – SPECIFIC USE PERMIT REGULATIONS:

- A. In recommending that a Specific Use Permit for the premises under consideration be granted, the City shall determine that such uses are harmonious and adaptable to building structures and uses of abutting property and other property in the vicinity of the premises under consideration, and shall make recommendations as to requirements for the paving of streets, alleys and sidewalks, means of ingress and egress to public streets, provisions for drainage, adequate off-street parking, screening and open space, heights of structures, and compatibility of buildings. In approving a requested SUP, the Planning and Zoning Commission and City Council may consider any or all of the following:
1. The use is harmonious and compatible with surrounding existing uses or proposed uses;
 2. The activities requested by the applicant are normally associated with the permitted uses in the base district;

3. The nature of the use is reasonable;
4. Any negative impact on the surrounding area has been mitigated; and/or
5. That any additional conditions specified ensure that the intent of the district purposes are being upheld.

B. In granting a Specific Use Permit, the Planning and Zoning Commission and City Council may impose conditions which shall be complied with by the owner or grantee before a certificate of occupancy may be issued by the Building Official, or his designee, for use of the building on such property pursuant to such Specific Use Permit and such conditions precedent to the granting of the certificate of occupancy. Any special conditions shall be set forth in writing by the City Council prior to issuance of the Certificate of Occupancy, and shall be incorporated into the amending ordinance establishing the SUP.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 15 property owners within 300 feet of the property. The results are as follows:

- Number of property owners who returned letter in agreement of the request: 0
- Number of property owners who returned letter in opposition of the request: 0
- Number of property owners have not responded: 15

The 20% percent rule for rezoning is if 20% of the area (located within the city limits) within 200 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The zoning change 20% rule is a State law.

RECOMMENDATION:

Staff recommends approval of Z-05-23 for a Specific Use Permit-54 (SUP-54) for portable buildings sales (outdoor display) and light manufacturing and assembly processes at 3458 E. Highway 175 with the following conditions:

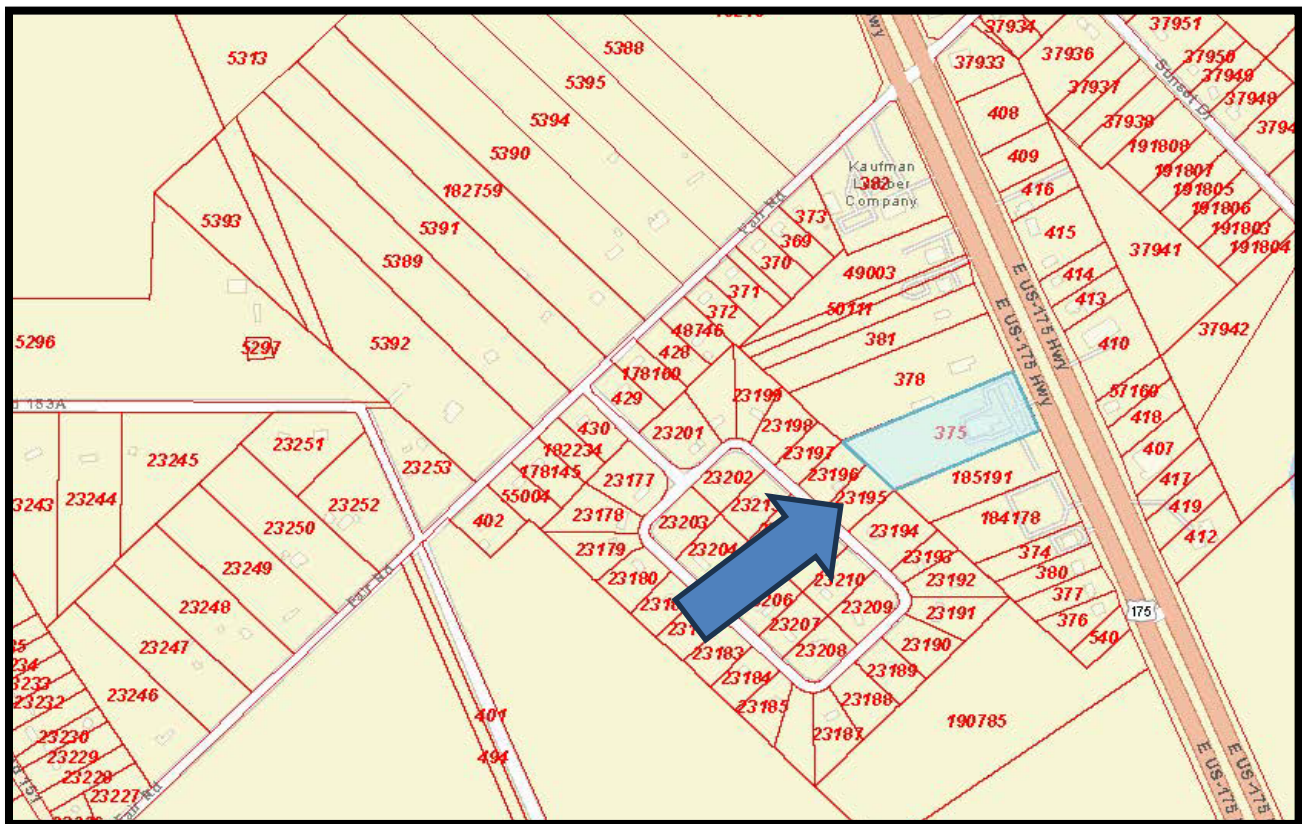
1. No building, premise, or land used under an SUP may be enlarged, modified, structurally altered, or otherwise significantly changed unless an amended SUP is granted for such enlargement, modification, structural alteration, or change.
2. Tract 2 is not included in this SUP and can't be utilized.
3. All parking of vehicles and trailers is to be on concrete.

ATTACHMENTS:

Location Map
Exhibit A – Survey
Exhibit B – Site Plan
Exhibit C – Landscape Plan
Exhibit D – Exterior Elevations

Joy Henderson
Planner I
972-932-2216 ext. 115
jhenderson@kaufmantx.org

Location Map



Case # "Z-05-23" Permit: "Sup-54" "Exhibit D"

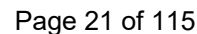
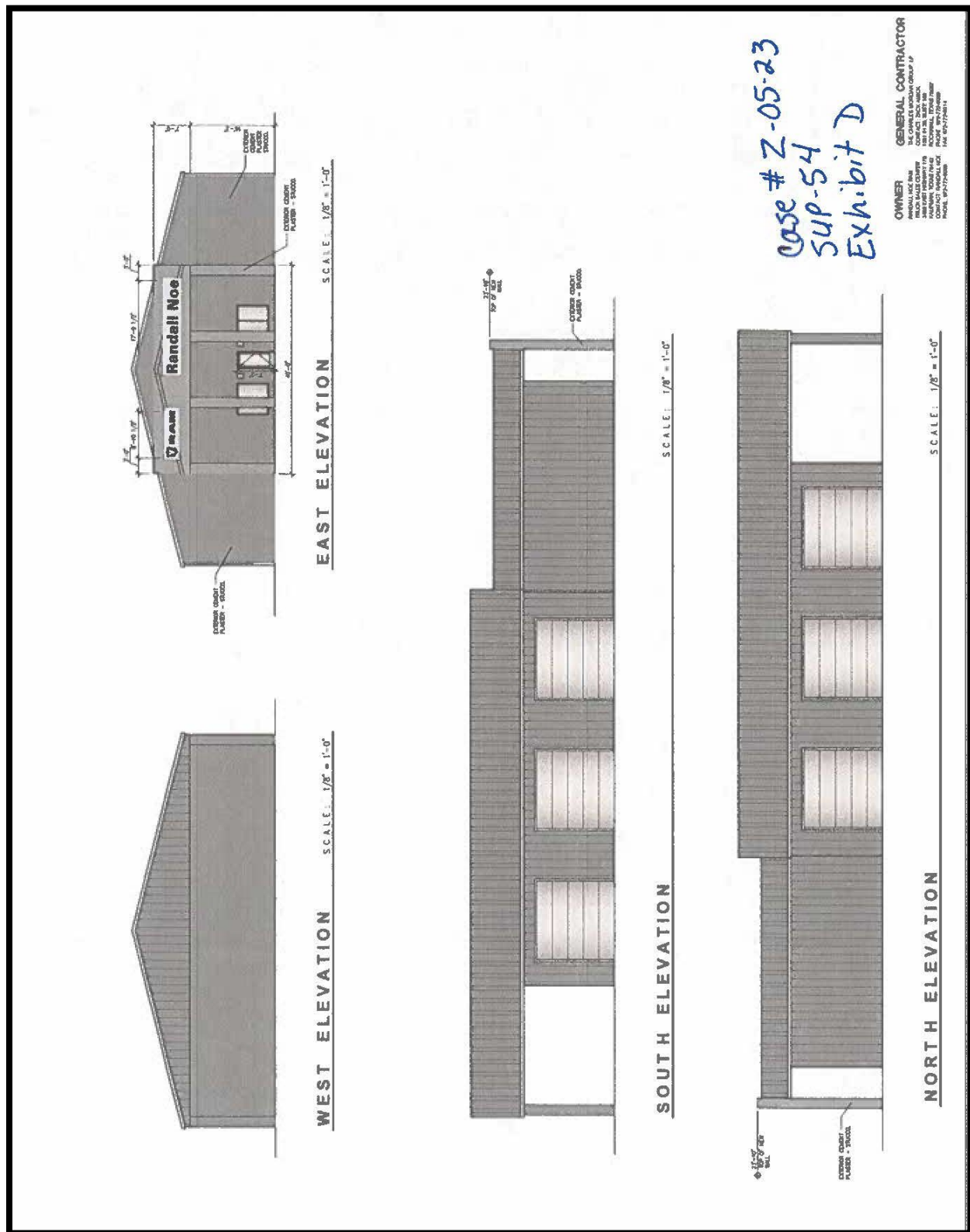


Exhibit D – Exterior Elevations





Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Conduct a public hearing and make a recommendation to City Council for a request for a change of zoning from A-O Agriculture/Open District and SF-10 Single-Family Residential District to **PD Planned Development District-24** for a church and associated uses (including household care home uses) on approximately 10.282 acres out of the C.A. Lovejoy Survey, Abstract No. 303, located at 27 Oak Creek Dr. (Property ID 9366 & 9380) (Case No: Z-06-23)

BACKGROUND/SUMMARY:

The subject property is the Kaufman Church of Christ campus, situated on 10.282 acres at 27 Oak Creek Dr. on the south side of U.S. 175. The front portion of the property is currently zoned SF-10 Single-Family Residential, while the back portion is currently zoned A-O Agriculture-Open District. The applicant is requesting to rezone the property to a Planned Development (PD) for a church and associated uses, including household care home uses (PD-24).

The property is currently improved with a church building, a covered playground, a metal accessory building, a single-family home (parsonage), and a parking lot. The church building also includes an attached gymnasium and fellowship hall and a day care/child care center and day camp for children within.

The church and associated uses (parsonage, day care, etc.) have existed at this site for many years and are allowed by right in any zoning district. The church is requesting to convert the existing metal accessory building into a household care home (The Hope Center), which will provide temporary housing, rehabilitation, and care for those who are disadvantaged in the community, including those who are homeless and stricken by poverty. By definition, this use can also accommodate the elderly, the disabled, abandoned or neglected children, and victims of domestic violence. The use is not commonly associated with churches and not allowed in the current zoning district, but it is a ministry outreach program that some larger churches are able to provide and could be considered an appropriate use at a larger church. Given the size of the church and the scope of services it provides, the multiple zoning designations that currently exist on the property, and the age of the improvements relative to current zoning regulations, the proposed PD will help to bring all improvements into conformance under one zoning classification specific to the church campus, provide flexibility for the church as it expands its ministry services, and ensure City oversight, as any major modifications or land use changes will require amending the PD.

The stated purpose of the PD is to include church/religious assembly, parsonage, child day care center and day camp facility, and household care home uses, while preserving the natural features and surroundings of the area while maintaining the church that will service the needs

and wants of the community surrounding it. The PD will keep the church, parsonage, and day care portions of the property largely as-is, while converting an existing metal building into household care use.

Development Controls:

The property will use the base zoning of SF-10 Single-Family Residential, which applies to all regulations not covered by the PD, as well as the regulations relating to building setbacks, lot area, and lot coverage, with the exception that any existing nonconformity be allowed to remain, with the condition that the nonconformity not be allowed to increase.

Minor deviations to the concept plan that do not change the uses of the property, do not increase the size of buildings, or do not increase the intensity of the development are allowed. Major deviations that increase the size or height of buildings, reduce the distances from buildings to property lines, increase the intensity of development, change the land use to uses not expressly allowed by the PD, make changes to traffic circulation, reduce the parking count, reduce the landscape plantings, or increase the signage (height, size or quantity) require approval of the Planning & Zoning Commission and City Council.

Permitted Uses:

The permitted uses are a church, day camp for children, day care center/child care center, household care home, and parsonage. Permitted accessory uses include religious and educational classes, church events, community events, holiday events, recreational activities, and inreach/outreach programs and activities.

Off-Street Parking and Loading:

The off-street parking and loading requirements generally follow the Zoning Ordinance requirements for the different uses on the property. For the church, 1 parking space is required per every 3 seats in the main auditorium/sanctuary. For the parsonage, 2 parking spaces are required. For the child care center/day camp, 1 parking space is required per every 10 pupils, plus 1 space per teacher and 1 space per bus/van. For the household care home, 1 parking space per each sleeping room is required, plus 1 parking space per each host resident or employee during maximum (peak) shift. There are a total of 200 parking spaces, which is considered to be conforming and adequate to accommodate the mix of uses on the property. All parking and driving areas will be on an improved concrete or asphalt surface; the parking lots are currently asphalt.

Landscaping and Screening:

The intent of the PD is to preserve the natural surroundings and existing vegetation. There are extensive tree lines along the perimeter of the property and a few large trees near the front of the church and parsonage, as well as some shrubs around the church building, and some trees behind the playground. No improvements to the landscaping and screening are planned at this time. The existing landscaping will generally be preserved, aside from regular maintenance and replacement of plantings as needed. Additional landscaping may be added at any time, so long as it does not interfere with visibility or utilities nor cause adverse impacts.

Building Facades and Floor Plans:

The exterior building facades will generally not change, with the exception that windows and doors may be replaced and changed as needed. Photos showing the existing improvements from different angles have been provided, as well as a floor plan of the proposed household care

dense tree line is provided along the perimeter of the property, which mitigates any impact to surrounding residential properties.

Thoroughfare Plan:

The Thoroughfare Plan designates East Highway 175 as a “Type AA”, Major Regional Arterial, requiring a future right-of-way width of 240 feet. The necessary right-of-way already exists at this location. Any additional necessary right-of-way dedication is done during the platting process or is acquired by the State through a separate process. A plat will not be required for this property at this time.

PROPERTY OWNER RESPONSES:

The City of Kaufman mailed out notification letters to 11 property owners within 300’ of the subject property. The results are as follows:

- Property owners returned letters in opposition to the request = 0
- Property owners returned the letter in agreement to the request = 0
- Property owners who have not responded = 11

If 20% of the area within 300 feet of the request objects to the application, then a favorable vote of $\frac{3}{4}$ of all members of the City Council (which is 6 members) shall be required to approve any change in zoning. The 20% rule is a State law.

RECOMMENDATION:

Staff recommends approval of Z-06-23, a zoning request for Planned Development for a church and associated uses (including household care home uses) (PD-24) on approximately 10.282 acres out of the C.A. Lovejoy Survey, Abstract No. 303, located at 27 Oak Creek Dr.

ATTACHMENTS:

Location Map

Exhibit A – Property Description

Exhibit B – Planned Development Standards

Exhibit C – Concept Plan

Exhibit D – Photos and Floor Plans

Andrew Bogda, AICP

Director of Development Services

972-932-2216 ext. 117

abogda@kaufmantx.org

Location Map

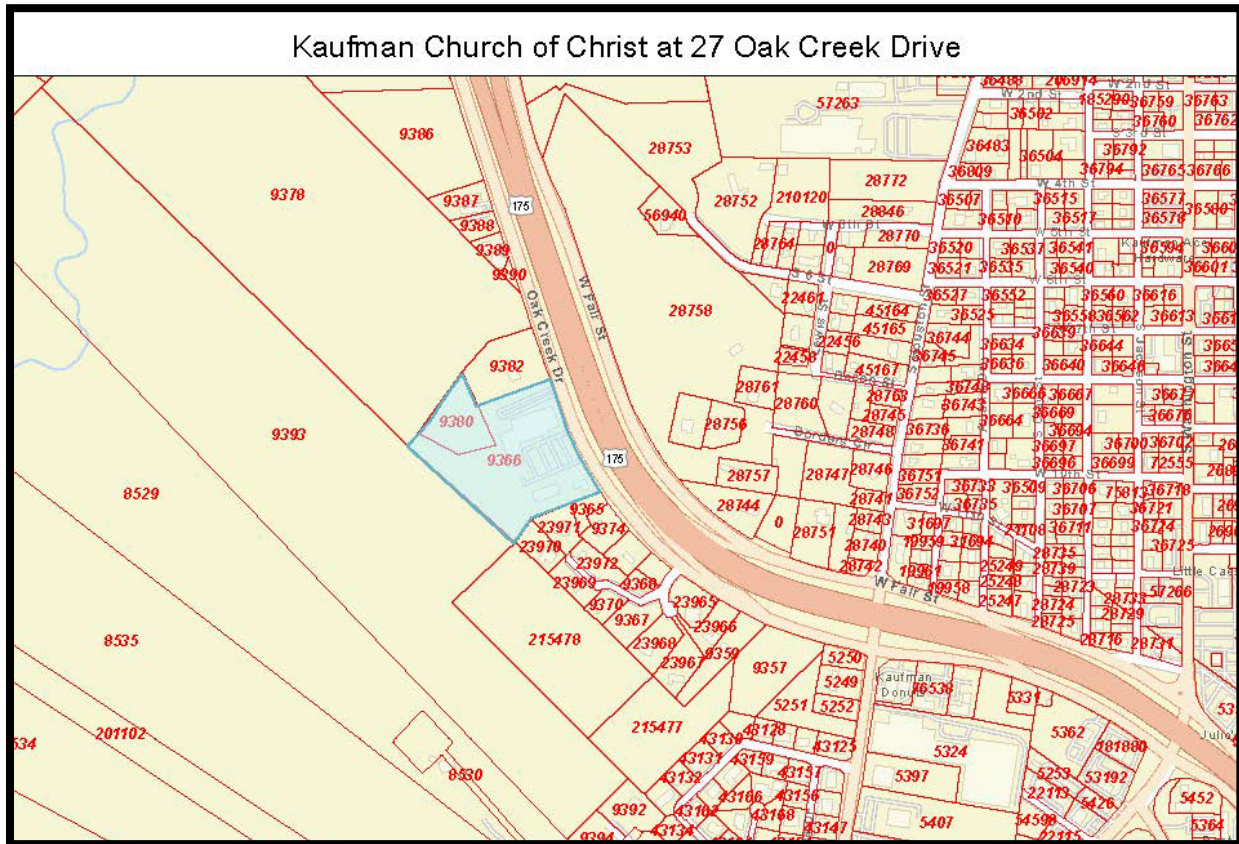


Exhibit A – Property Description

Recorded On: 2007-Sep-28 As-23137

Escrow File No.: 24037-KF07

Z-06-23

PD-24

EXHIBIT "A"

All that certain lot, tract or parcel of land, part of the C. A. Lovejoy Survey, Abstract No. 303, Kaufman County, Texas, all of that certain 5.240 acre tract conveyed to The Church of Christ of Kaufman, Texas by Annie T. Norman, Administratrix, in a correction deed dated June 2, 1972, recorded in Volume 562, Page 609 of the Deed Records of Kaufman County, Texas, all of that certain called 0.793 acre tract conveyed to The Church of Christ of Kaufman, Texas by William J. Fortner, et ux on April 20, 1979, recorded in Volume 655, Page 125 of the Deed Records of Kaufman County, Texas, all of that certain 2.328 acre tract conveyed to The Church of Christ of Kaufman, Texas by Annie Norman in a correction deed dated April 11, 1979, recorded in Volume 654, Page 908 of the Deed Records of Kaufman County, Texas, all of that certain called 2.035 acre tract conveyed to The Church of Christ of Kaufman, Texas by Joe G. Vitovsky and Dorothy Vitovsky in a correction deed dated January 10, 1997, recorded in Volume 1241, Page 685 of the Deed Records of Kaufman County, Texas and being more completely described as follows, to-wit:

BEGINNING at a 3/8 inch iron rod found at the North corner of the above mentioned 5.240 acre tract, at the East corner of that certain 2.255 acre tract conveyed to F. Garrison, recorded in Volume 963, Page 875 of the Deed Records of Kaufman County, Texas, and being in the Southwest Right of Way line of U. S. Highway No. 175.

THENCE South 18 degrees 23 minutes 53 seconds East, with the Northeast line of said 5.240 acre tract and with the Southwest Right of Way line of U.S. Highway No. 175, a distance of 121.89 feet to a 3/8 inch iron rod set at the P.C. of a curve to the left, the radius point of which bears North 71 degrees 36 minutes 07 seconds East - 1769.938 feet.

THENCE continuing with the Northeast line of said 5.240 acre tract, with the Southwest Right of Way line of U. S. Highway No. 175 and with said curve to the left, the angle of which is 16 degrees 17 minutes 12 seconds, the radius is 1769.938 feet and the tangent is 253.27 feet, a distance of 503.12 feet to a 3/8 inch iron rod set at the East corner of said 5.240 acre tract and at the North corner of a cemetery.

THENCE South 67 degrees 29 minutes 59 seconds West, with the Southeast line of said 5.240 acre tract, a distance of 401.00 feet to a 3/8 inch iron rod set at the South corner of same, at the East corner of the above mentioned 0.793 acre tract and being the West corner of Lot No.3 and the North corner of Lot No. 2 of the Fortner Addition Section 2, as shown by plat of same recorded in Cabinet 1, Page 517 of the Plat Records of Kaufman County, Texas.

THENCE South 34 degrees 26 minutes 07 seconds West, with the Southeast line of said 0.793 acre tract, a distance of 128.81 feet to a 3/8 inch iron rod set at the West corner of the above mentioned Lot No. 2.

THENCE South 44 degrees 12 minutes 17 seconds West, continuing with the Southeast line

Exhibit A – Property Description

Recorded On: 2007-Sep-28 As: 23137

EXHIBIT "A"

of said 0.793 acre tract, a distance of 10.70 feet to a 3/8 inch iron rod set at the South corner of same.

THENCE North 45 degrees 28 minutes 29 seconds West, passing the West corner of said 0.793 acre tract and continuing with the Southwest line of the above mentioned 2.328 acre tract, a total distance of 706.10 feet to a 3/8 inch iron rod set at the West corner of said 2.328 acre tract.

THENCE North 35 degrees 25 minutes 35 seconds East, with the Westerly Northwest line of said 2.328 acre tract, a distance of 92.81 feet to a 3/8 inch iron rod set at the Westerly North corner of same and being at the West corner of the above mentioned 2.035 acre tract.

THENCE North 35 degrees 14 minutes 51 seconds East, with the Northwest line of said 2.035 acre tract, a distance of 363.89 feet to a 3/8 inch iron rod set at the North corner of same and being at the West corner of the above mentioned 2.255 acre tract.

THENCE South 36 degrees 03 minutes 06 seconds East, with the Northeast line of said 2.035 acre tract, a distance of 182.75 feet to a 3/8 inch iron rod set at an angle in said line, at the South corner of the above mentioned 2.255 acre tract and being at the West corner of the above mentioned 5.240 acre tract.

THENCE North 70 degrees 48 minutes 41 seconds East, with the Northwest line of said 5.240 acre tract, a distance of 339.21 feet to the PLACE OF BEGINNING and containing 10.282 acres of land, more or less.

Inst #: 2007- 00023137

Filed for Record in: Kaufman County
On: Sep 28, 2007 at 08:56A

Exhibit B – Planned Development Standards

“Exhibit B” Planned Development-24 (PD-24)

1. Purpose

The purpose of this Planned Development (PD) is to include church/religious assembly, parsonage, child day care center and day camp facility, and household care home uses while preserving the natural features and surroundings of the area while maintaining the church that will service the needs and wants of the community surrounding it. The timeline for the entire development will be 2 years. The PD will keep the existing church, parsonage, and day care portions of the property largely as-is, while converting an existing metal building into household care use.

2. Property Location and Size

The property consists of 10.282 acres located at 27 Oak Creek Dr., generally situated along the west side of US Highway 175. The property is improved with a church building, a covered play area, a metal accessory building, a single-family home (parsonage), and a parking lot. The property is known and referred to as Kaufman Church of Christ.

3. Zoning Controls

- a. If there is a conflict between the text of this article and the conceptual plan (“Exhibit B”), the text of this article controls. City of Kaufman Zoning Ordinance O-02-07 as amended applies to this Planned Development except as amended herein. For development and use of the property, the property shall be considered one lot. The base zoning for the property is “SF-10 Single-Family Residential”. The zoning regulations for SF-10 shall apply in all instances not covered by this PD.
- b. Deviations from the conceptual plan are allowed. The conceptual plan shall serve as a guide for use and development of the property. Minor deviations, as approved by the Director of Development Services or his/her designee, from the conceptual plan that do not change the uses of the property, do not increase the size of buildings, or do not increase the intensity of the development are allowed. Major deviations which increase the size or height of buildings, reduce the distances from buildings to property lines, increase the intensity of development, change the land use to uses not expressly allowed by this PD, make changes to traffic circulation, reduce the parking count, reduce the landscape plantings, or increase the signage (height, size, or quantity) shall require approval of the Planning & Zoning Commission and City Council.

4. Definitions and Interpretations

- a. **Church** – A building that is used for regular assembly for religious worship which is used primarily and designed for such purpose and those accessory activities which are customarily associated therewith. For the purposes of this ordinance, Bible study and other similar activities, which occur in a person’s primary residence, shall not apply to this definition.
- b. **Day Camp for Children** – A facility located on three (3) acres or more arranged and conducted for the organized recreation and instruction of children including outdoor activities on a daytime basis.

Exhibit B – Planned Development Standards

“Exhibit B”

Planned Development-24 (PD-24)

- c. **Day Care Center/Child Care Center** – A commercial or non-profit facility or place designed for the care or training of seven (7) or more unrelated children under fourteen (14) years of age for less than 24 hours a day.
 - d. **Household Care Home** – A dwelling unit that provides residence, care, rehabilitation and support to not more than seven (7) persons, regardless of legal relationship, who are elderly; disabled; orphaned, abandoned, or neglected children; victims of domestic violence; or rendered temporarily homeless due to fire, natural disaster, or financial setbacks, living together with no more than two caregivers as a single household. Where applicable, a household care home shall have appropriate licensing and/or registration by the State of Texas. The structure is to be constructed to match, an exterior appearance compatible with the surrounding residential dwellings. Residential houses shall not convert garages into additional living or sleeping area. Cannot be located within one mile from another Household Care Home, Household Care Facility, and/or Household Care Institution.
 - e. **Parsonage** – A place of residence for ministers, priests, nuns or rabbis on the premises (tax exempt as defined by State law).
5. Main Uses Permitted
- a. Church
 - b. Day Camp for Children
 - c. Day Care Center/Child Care Center
 - d. Household Care Home
 - e. Parsonage
6. Permitted Accessory Uses
- Any use customarily and incidental to the main use of a church, including religious and educational classes, church events, community events, holiday events, recreational activities, and inreach/outreach programs and activities.
7. Area, Lot, Yard, and Lot Coverage Regulations
- Shall follow the regulations for the SF-10 District as specified in the Zoning Ordinance. Any nonconforming situation in effect at the time of the passage of this PD Ordinance shall be allowed to remain, with the condition that the nonconformity not be allowed to increase. Any new structures or additions shall be subject to the SF-10 regulations as specified in the Zoning Ordinance, as amended.
8. Off Street Parking and Loading Regulations
- a. There are approximately 200 parking spaces at the time of approval of the PD, which shall be considered a conforming parking regulation for the combination of uses and layout of the areas at the time of approval of the PD.
 - b. Parking requirement for church: One (1) space for every three (3) seats in the main auditorium/sanctuary.

Exhibit B – Planned Development Standards

“Exhibit B”

Planned Development-24 (PD-24)

- i. For flexible (e.g., folding chairs, etc.) seating areas, one (1) seat equals eight (8) square feet of floor area occupied by such seating area. A four (4) foot aisle shall be understood around the perimeter of the area and will not be included in the seating area calculation;
 - ii. For fixed (e.g., church pews, grandstands, benches, etc.) seating, one (1) seat equals 1.75 feet of length.
 - c. Parking requirement for parsonage: Two (2) parking spaces.
 - d. Parking requirement for day care center/child care center/day camp: One (1) space per ten (10) pupils (based upon maximum occupancy and/or licensing capacity), plus one (1) space per teacher, plus one (1) space for each bus or van.
 - e. Parking requirement for household care home: One (1) parking space for each sleeping room, plus one (1) parking space for each host resident or employee during maximum (i.e. peak) shift.
 - f. All parking and driving areas shall be on an improved concrete or asphalt surface.
 - g. A loading area (pick-up/drop-off) is provided at the main entrance to the church.
 - h. The church may permit passengers of mass transportation and car pools to park in the church parking lot. Parking lots may be used to satisfy parking requirements for contiguous lots.
 - i. For purposes of meeting required parking, all lots in this district shall be treated as one lot.
 - j. Parking stops are prohibited.
 - k. Parking spaces may overhang the curb by 2 feet.
 - l. Parking may be located in the required front yard. Parking is not allowed within the first 10 feet of any front yard.
9. Screening
The intent of this PD to preserve the natural surroundings and existing vegetation at the time of approval of the PD. Screening of parking is not required. Screening of the property from all other zoning districts is not required.
10. Façade
- a. The exterior of the existing structures within the Planned Development shall not change, with the exception that windows and doors shall be allowed to change as needed.
 - b. Areas of a façade that are devoted to windows, doors, fascia, or soffit shall not be counted as “wall surface” when calculating the building façade requirement.
 - c. Cementitious Siding, Cement Based Planks or Paneling are all considered approved masonry materials and not architectural accent material.

Exhibit B – Planned Development Standards

“Exhibit B” Planned Development-24 (PD-24)

11. Landscaping

- a. The intent of this PD is to preserve the natural features, natural surroundings, and existing vegetation at the time of approval of the PD. No additional landscaping is required and the existing trees, bushes, and other vegetation shall be preserved in their existing condition, aside from regular maintenance.
- b. Additional parking lot landscaping or screening of parking lots is not required. Existing landscaping at the time of PD approval shall be allowed to remain as-is.
- c. Additional landscaping may be installed by the property owner at any time, with the condition that it does not interfere with visibility for traffic along Oak Creek Drive, visibility for traffic entering or leaving the premises, cause adverse impacts to surrounding properties, or conflict with utilities. In addition, trees and bushes may be allowed to be replaced with same or similar species/size at any time, such that the overall quantity and size of plantings is not reduced.

12. Signage

- a. For signage purposes, the PD shall follow the regulations for the “C” Commercial District as specified in the Zoning Ordinance.
- b. The existing pole/pylon sign shall be allowed to remain in its current height, sign area, and location/setback. The height shall be allowed to be reduced, the area allowed to be reduced, and the setback shall be allowed to be increased at any time. Any increase to the height or sign area shall require approval by City Council. No reduction to the setback shall be allowed.
- c. Wall signage shall be limited to ten percent (10%) of each wall facing a public street and shall require a permit.
- d. Banner signs in association with church or community events held on-site are allowed in this district when attached to walls of a building for a maximum of 14 days preceding the event. The maximum banner sign size is 100 square feet. Banner signs must be kept neat and in good repair.
- e. Any other temporary signage will require a permit and shall adhere to the regulations specified in Section 44.12 of the Zoning Ordinance.

13. Sidewalks, Lighting, Equipment, and Trash Enclosures

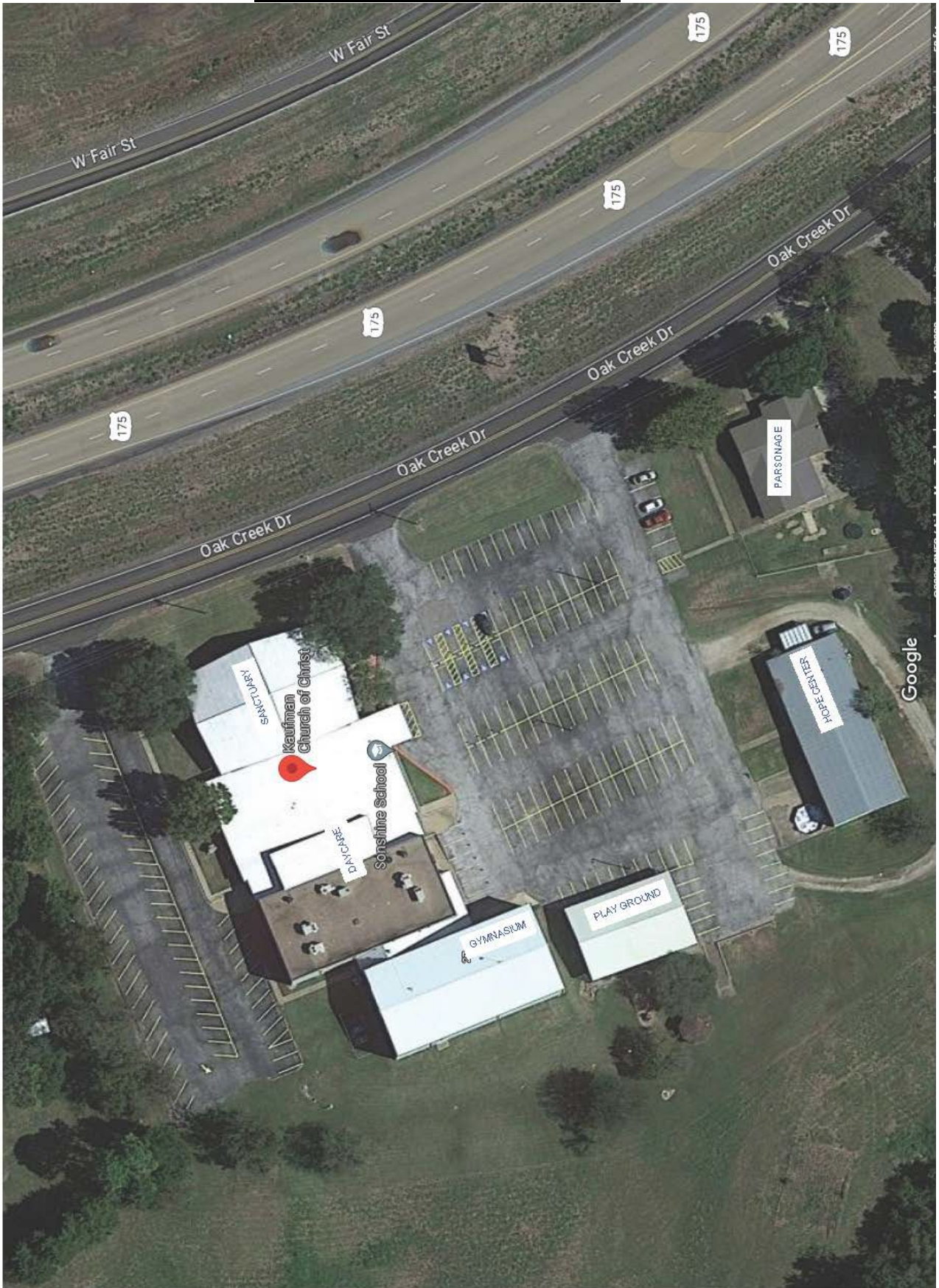
- a. There shall be no revisions required to the interior sidewalks, lighting, or equipment.
- b. Any new lighting shall not trespass or cause glare onto surrounding properties or thoroughfares.
- c. Any new roof-mounted equipment shall be screened by building parapets or screening systems. Any new ground-mounted equipment shall be screened by dense evergreen shrubs, solid fencing, or low walls that completely conceal the equipment.
- d. Any dumpsters or trash containers shall be screened by a masonry trash enclosure (designed to match or complement the main church building) with opaque metal or wood gates that completely conceal the dumpsters. A proper loading area for the trash truck shall be provided.

Jul 21 1999



Exhibit D – Photos and Floor Plans

EXHIBIT "D"



Z-06-23
PD-24

Exhibit D - Church South Elevation



Exhibit D – Photos and Floor Plans



Exhibit D – Photos and Floor Plans





Exhibit D - Playground & Gym Southeast Elevation

Exhibit D - Parsonage Front Elevation



Exhibit D – Photos and Floor Plans



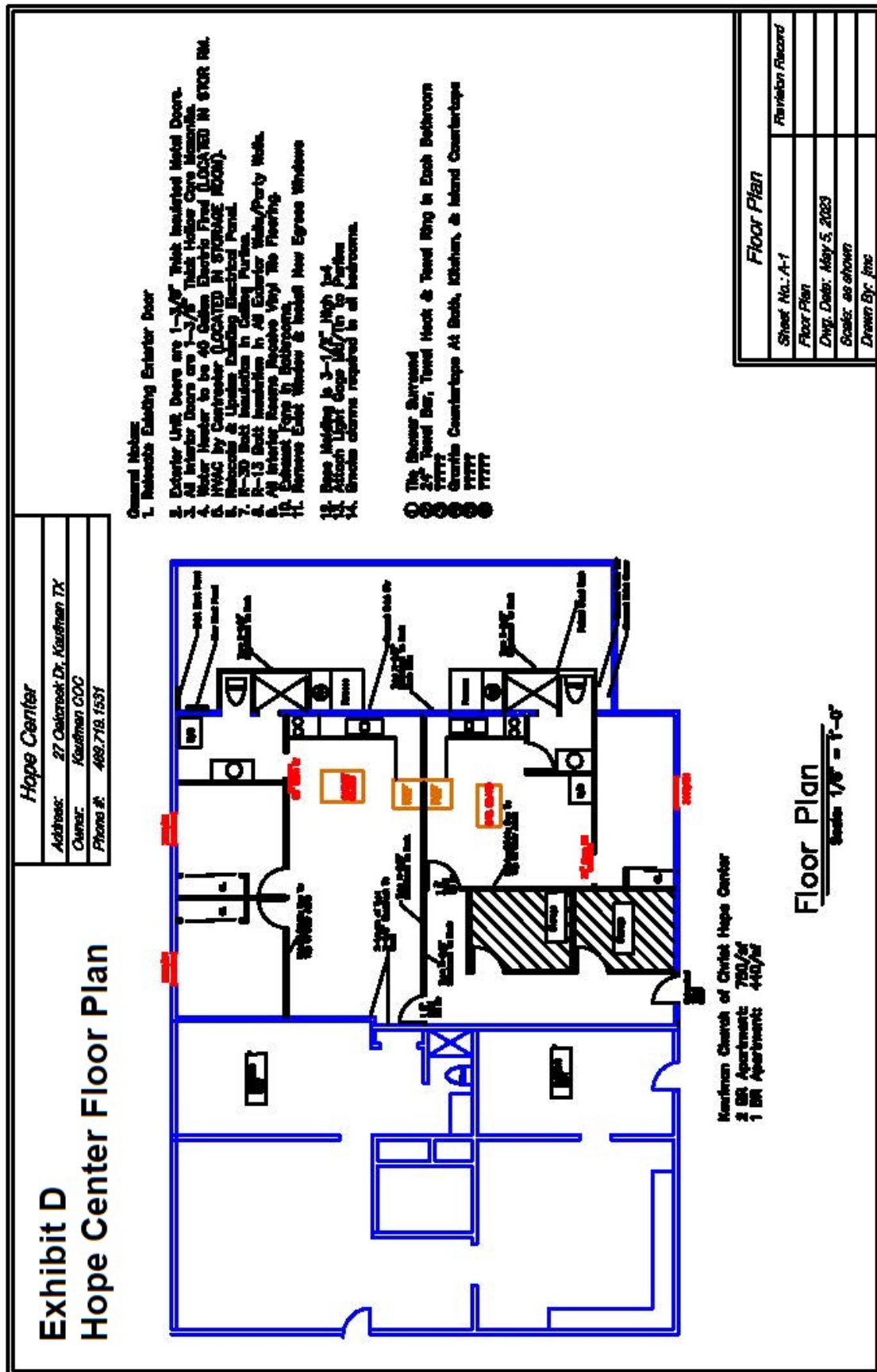
Exhibit D - Hope Center Side Elevation



Exhibit D – Photos and Floor Plans



Exhibit D - Hope Center Tree Boundary





Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Land Study and Preliminary Plat of Highland Meadows**, which will create 435 single-family residential lots, 1 fire station lot, 21 open space lots, and right-of-way on 106.417 acres out of the Thomas Beedy Survey, Abstract No. 21, and the William Peters Survey, Abstract No. 407, City of Kaufman, Kaufman County, Texas, generally located on the south side of State Highway 243 at Ola Road (Property IDs 2252, 2267, 2268, 2269, 2270, 2278, and 11497). (Case No. PP-04-23)

BACKGROUND:

The subject property includes 106.417 acres located on the south side of State Highway 243 (SH 243) at Ola Road. In July 2022, a development agreement was approved for the property, which set the framework for the overall development of the property; this agreement was amended in January 2023. In March 2023, 105.923 acres were annexed and zoned PD Planned Development-23 for single-family residential uses in general conformance with the development agreement. The conceptual plan approved with the PD provided for 435 residential lots, a fire station lot, and several open space lots.

The remaining 0.491 acres were annexed in July 2023 after the developer acquired control of the property, which is needed to accommodate the primary access to the development from SH 243 via Street A, as well as entryway features at the intersection of SH 243 and Street A. Prior to or concurrent with the final plat of Phase 1 of the development, City staff will recommend that PD-23 be expanded to include the 0.491 acres.

The developer is requesting approval of a preliminary plat for the 106.417 acres.

SUMMARY

The preliminary plat will include 435 single-family residential lots, one 1.1-acre fire station lot, and 21 open space lots. The development will be divided into two phases. Phase 1 will include 224 residential lots, 1 fire station lot, and 12 open space lots. Phase 2 will include 211 residential lots and 9 open space lots. All of the residential lots will have a minimum lot width of 50', a minimum lot depth of 110', and a minimum lot area of 5,500 sq. ft. As shown on the Land Study, 24 lots will have a typical dimension of 50' x 110', 336 lots will have a typical dimension of 50' x 115', and 75 lots will have a typical dimension of 50' x 120'. The preliminary plat is in conformance with the conceptual plans approved with the Planned Development zoning and is also in compliance with the lot area, dimensions, and setbacks that were established.

The largest open space lots are Lots 14X and 39X of Block D and Lot 7X of Block J. Lot 14X is 11.98 acres and includes areas of floodplain and wetlands; it will also include an off-street

meandering public trail with a trailhead and parking near the intersection of Streets F and J. Lot 39X is 1.48 acres and will include a detention pond. Both Lots 14X and 39X of Block D and Lot 1X of Block A will include blanket drainage easements at the time of final platting. Lot 7X is 1.16 acres and will include the amenity center for the development. The other open space lots are each less than an acre and will accommodate entryway features, median landscaping, perimeter landscaping, the off-street trail, and landscaping at the end of some of the blocks. Lots 3X and 4X of Block R (which total almost an acre) are necessary due to the curvature of Street A.

The primary sanitary sewer line serving the development (as well as future development of the 85-acre Kaufman ISD campus across SH 243) will be routed through the western part of the development. In areas where the sewer line is not in the street right-of-way, a sanitary sewer easement has been provided, as can be seen through Lot 14X of Block D and Lots 12 (fire station lot) and 13X of Block A. A 15' sanitary sewer easement will also be dedicated across the northern edge of Lot 39X of Block D to provide better connection between Phases 1 and 2. The primary water line serving the development (as well as the Kaufman ISD campus across SH 243) will be routed along SH 243, where a 15' water easement is planned.

A 5' pedestrian access easement will be provided along the street side of Lots 4 and 5 of Block E and along the front of Lots 1 – 6 of Block C to facilitate a 10' public trail connection from the off-street trail on Lot 14X of Block D to the off-street trail proposed for Lot 6X of Block B. The public trail will continue northward through Lots 12 (fire station lot) and 13X of Block A. A parking and access easement will be provided off Street J on Lot 14X of Block D, which will allow for the off-street parking for the trailhead. In addition, a 3.5' pedestrian access easement will be provided adjacent to Street S on Lot 7X of Block J to facilitate the public sidewalk encroachment into the amenity center lot, as parallel parking spaces that will serve the amenity center will use up much of the available right-of-way.

A 5' fence maintenance easement will be provided along the rear of all lots that back up the perimeter screening fence.

PRELIMINARY LANDSCAPE PLAN

A preliminary landscape plan set has been provided, which shows the planned landscaping, screening, and amenities for the development.

Large swaths of trees are to be preserved on Lot 14X of Block D. A 10'-wide meandering concrete trail will be routed through this lot; the trail will be extended off-site south to Rand Rd. by the developer in accordance with the development agreement. In addition, a trailhead, with landscaping, bench seating, signage, lighting, a trash receptacle, and parking is planned at the intersection of Streets F and J. The trail will continue along Streets J and E, before going off-street again through Lot 6X of Block B and Lots 12 (fire station lot) and 13X of Block A. The trail will include landscaping in these additional off-street sections.

Lot 7X of Block J will include the amenity center for the development. The amenity center will include a swimming pool with pool deck, cabanas, and shade structures, with a perimeter decorative metal fence and tiered planting. A 675 sq. ft. building with breezeway will accommodate restrooms, a shower, and storage closets; the building will include a pitched roof with modern farmhouse-style architecture. Other amenities will include sports courts, a playground, and picnic and seating areas. The area will be landscaped extensively with a mix of shade trees, accent trees, shrubs, and groundcover. While the amenity center is centrally

located and walkable for most of the development, 14 parallel parking spaces will be provided along Streets F and S. A mixture of perimeter and internal sidewalks will provide adequate pedestrian access to the amenities.

In accordance with the development agreement, perimeter screening and landscaping will be provided along the rear of lots that back up to SH 243, Street A, and Street B. The perimeter screening will include a 6'-tall cedar wood fence with horizontal planks and overlapping diagonal planks, with stone columns placed at every other property corner (roughly every 100'). In front of the screening fence, a mixture of accent trees, shrubs, and groundcover will be planted, generally in clusters spaced at regular intervals. A meandering sidewalk will also be provided.

Street C (off Street A) will serve as the primary entrance into the development and will include enhanced landscaping at the intersection, along both sides of the street (within the right-of-way), and in center medians. Signage will also be provided within the median closest to Street A. Additional landscaping and signage will be provided on Lot 13X of Block A at the intersection of Street A and SH 243. Secondary entry column monuments and landscaping will be provided at the other entrances to the development.

Some of the smaller open space lots and areas where lots side to streets will include trees.

PRELIMINARY CIVIL PLANS, FLOOD STUDY, AND TRAFFIC IMPACT ANALYSIS

Preliminary civil plans, a flood study, and a traffic impact analysis have all been prepared for the development and reviewed and accepted by the City Engineer.

The civil plans include the preliminary paving plan, existing drainage area map, proposed drainage area map, preliminary storm sewer plan, preliminary water plan, and preliminary sanitary sewer plan. A more thorough review of civil plans will occur prior to the final platting of each phase.

The flood study was conducted for Prairie Branch, which runs through the western part of the development. The study found that while the actual floodplain is larger than the FEMA-designated floodplain, the size of Lot 14X of Block D will accommodate the majority of the increased floodplain. Grading and drainage improvements will allow floodplain reclamation to take place in areas where residential lots and streets encroach the floodplain. In addition to the storm drain system, other drainage improvements will include channel widening to handle increased drainage velocities and volumes, as well as on-site detention in the eastern portion of the development.

To accommodate increased traffic volumes, the traffic impact analysis recommends turn lanes along SH 243 at Street A. TxDOT will be constructing a two-way left-turn lane which should accommodate left-turns from westbound SH 243 to Street E. If only Highland Meadows is developed, it is not anticipated that signal improvements are required. However, when the proposed elementary school across SH 243 is built, signal improvements will be warranted at the intersection of SH 243 and Street A. The analysis also projects that the combined buildout of Highland Meadows, the Kaufman ISD campus, and future surrounding developments in the area will warrant the widening of SH 243 by 2033 and recommends the City, County, and TxDOT coordinate to plan for highway widening.

THOROUGHFARE PLAN:

The Thoroughfare Plan designates SH 243 as a “Type A” Major Arterial” requiring a right-of-way width of 120 feet. The necessary right-of-way for SH 243 already exists at this location. The open space lots along SH 243 could likely absorb future widening of the right-of-way (if needed).

Street A is designated as a “Type C” Major Collector requiring a right-of-way width of 80 feet. The developer is working to acquire a half-acre off-site tract to allow Street A to connect to SH 243. Upon acquisition of this off-site tract and prior to development of the subject property, the developer will dedicate the full right-of-way and construct the full street section for Street A from SH 243 to the main entrance to the development (Street C). East of Street C, Street A will taper to a half-street section and the developer will dedicate half the right-of-way east to Street B. The adjacent property owner will need to dedicate the other half and construct the other half of the street section when that property develops.

Street B is designated as a “Type B”, Minor Arterial, requiring a right-of-way width of 100 feet. The developer will be dedicating half the right-of-way for Street B and constructing half the street section and the adjacent property will be required to dedicate and pave the other half of the street section when that property develops.

Street C, the main entrance to the development, will include a divided boulevard with a right-of-way width of 70', with two 21'-wide paving sections in either direction. The remainder of streets in the development will include 50' right-of-way widths, with 31'-wide paving sections. On-street parallel parking spaces adjacent to the amenity center will increase the paving section in that area.

RECOMMENDATION:

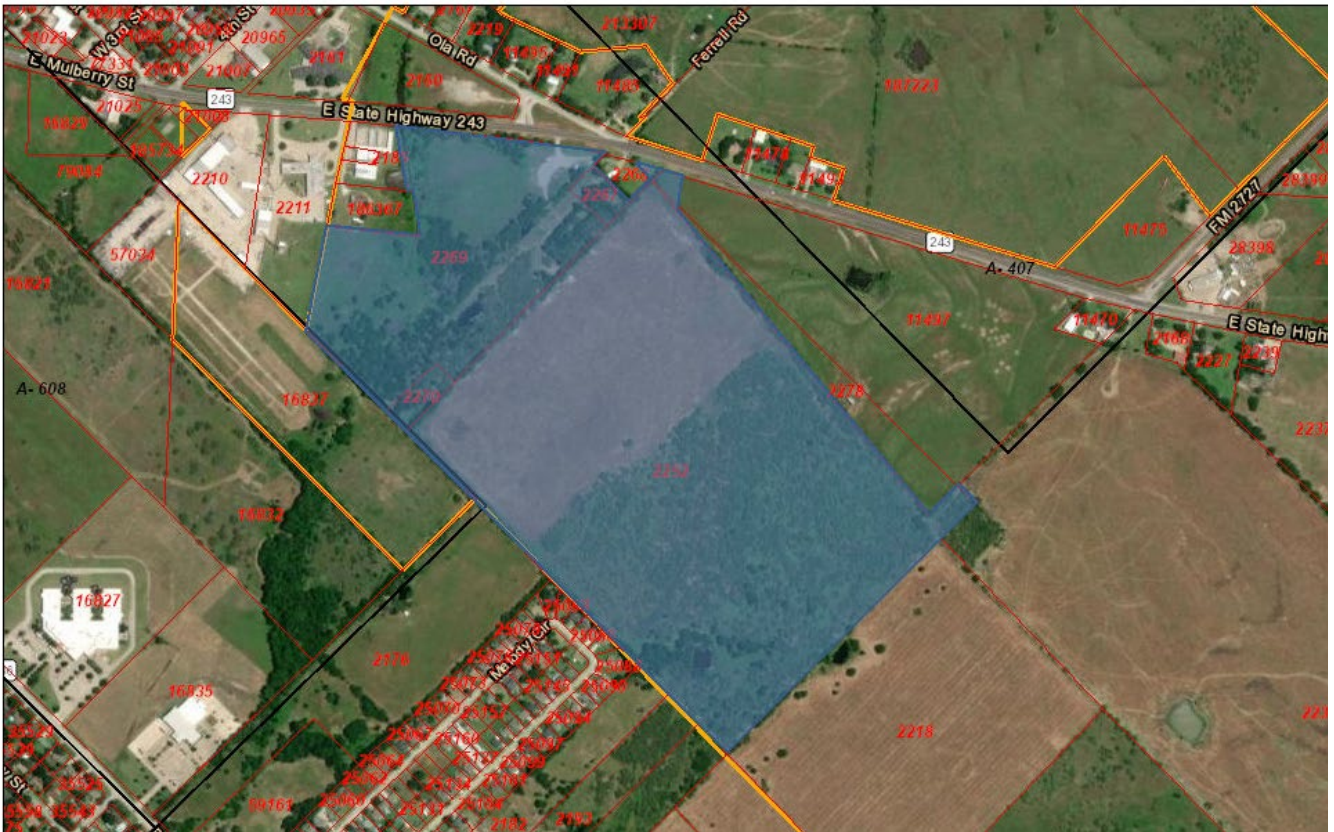
The preliminary plat conforms to the PD-23 zoning and the necessary studies, analyses, and preliminary plan reviews have been conducted. In addition, staff finds the preliminary landscape plan consistent with the development agreement and zoning. Staff recommends approval of the Land Study and Preliminary Plat of Highland Meadows.

ATTACHMENTS:

1. Location Map
2. Approved Conceptual Plan (PD-23)
3. Land Study of Highland Meadows
4. Preliminary Plat of Highland Meadows
5. Preliminary Landscape Plans
6. Flood Study acceptance letter
7. Traffic Impact Analysis acceptance letter

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map
Highland Meadows



Approved Conceptual Plans (PD-23)



TALSON
DESIGN
10000 N. 10th Ave., Suite 100, Mesa, AZ 85207
www.talsondesign.com
Phone: 480.944.1234 Fax: 480.944.1235

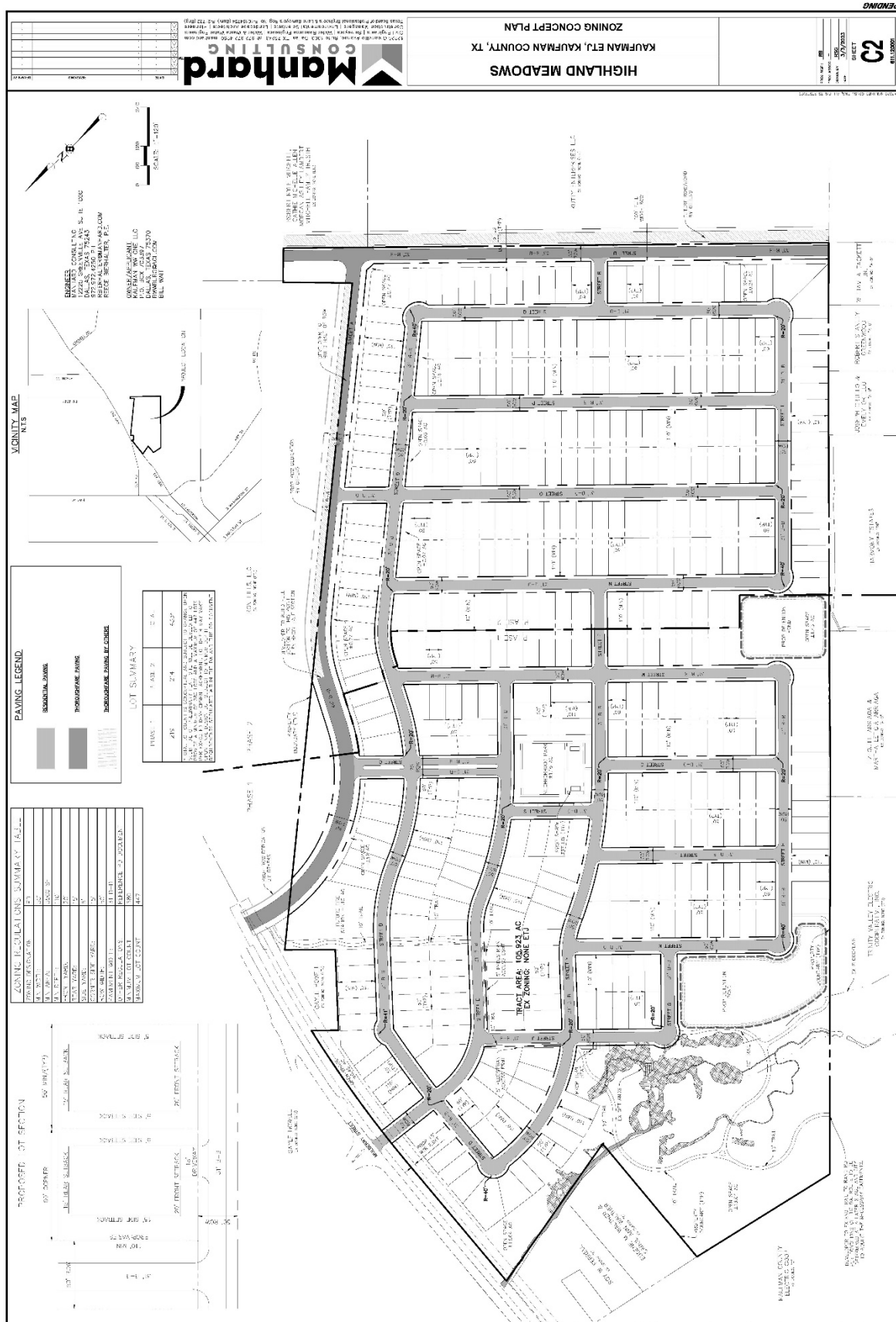
Scale: 1" = 100' 0"
0 50 100 200
Date: March 3, 2023
Sheet: 6/11/23

Meritage Kaufman - Highland Meadows

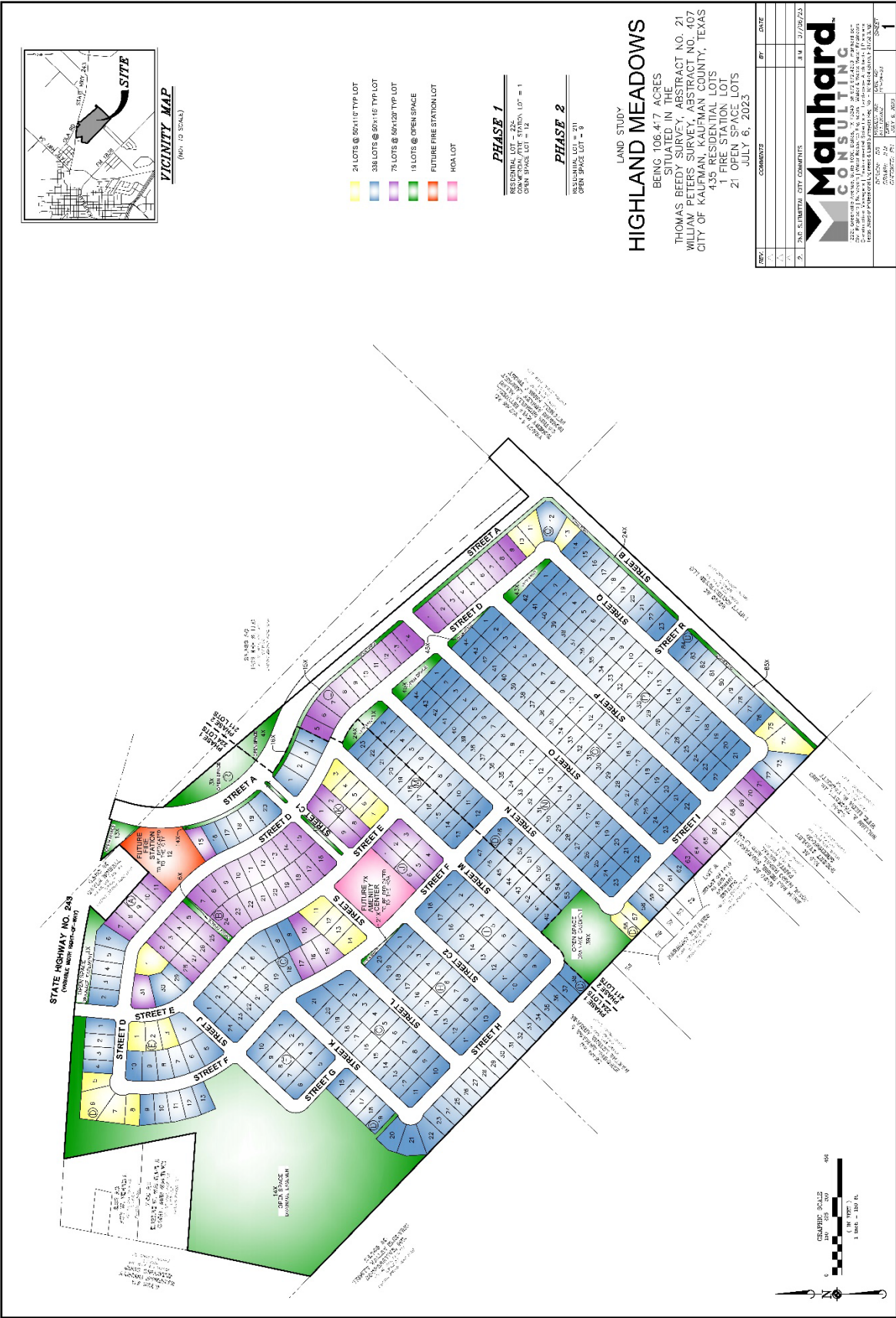
Concept Site Plan

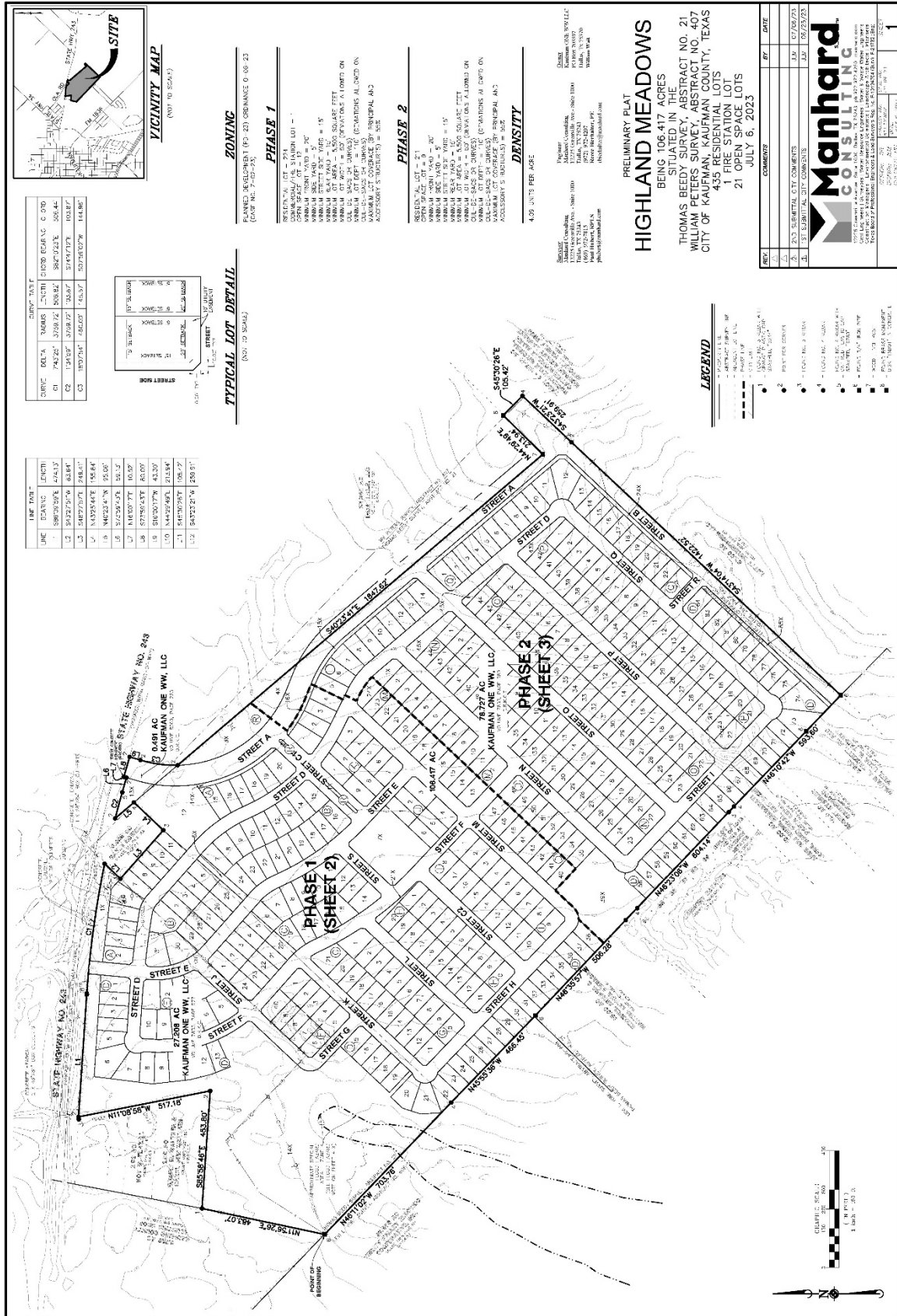
Exhibit C1

Approved Conceptual Plans (PD-23)

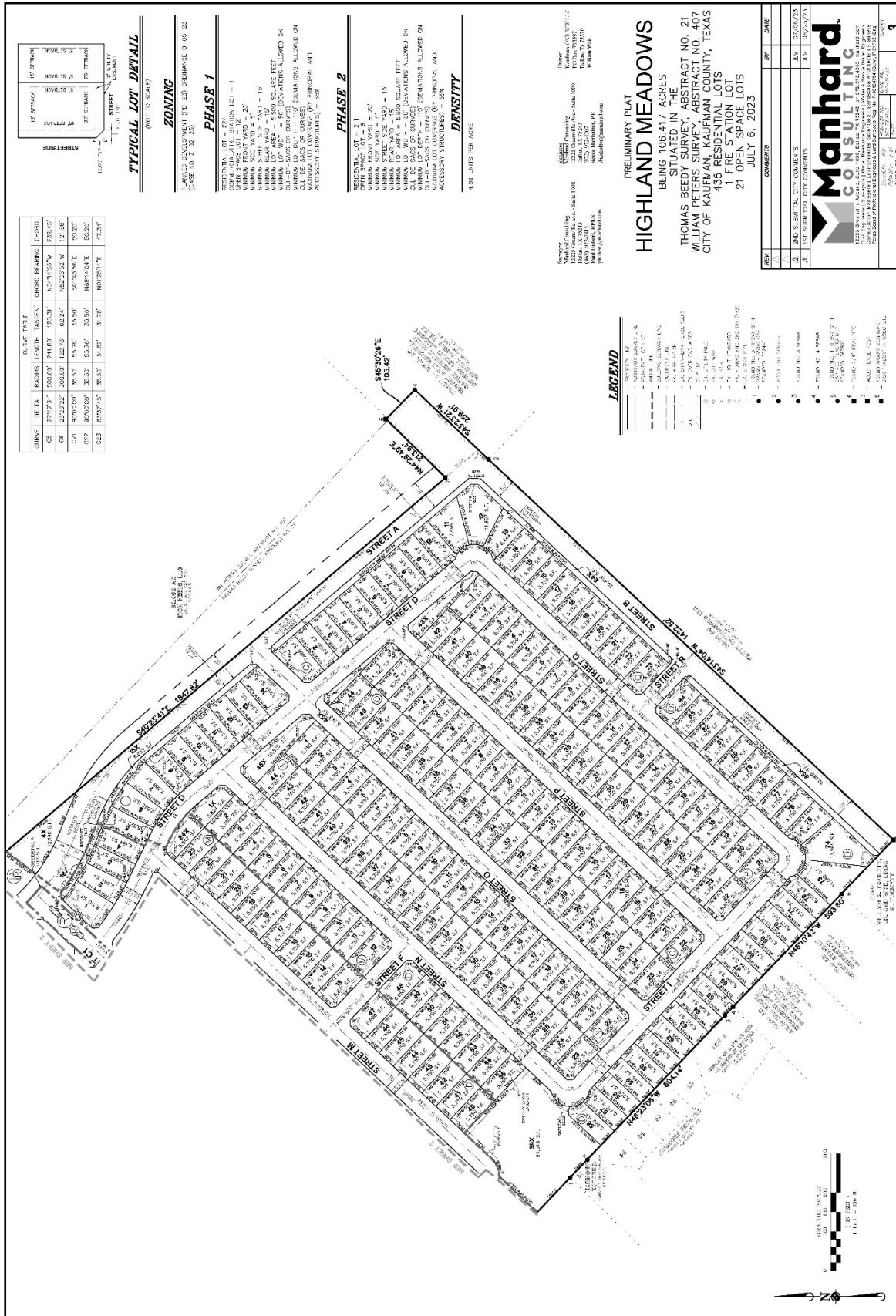


Land Study of Highland Meadows









OWNERS CERTIFICATE (CONTINUED)

[illegible]

SURVEYOR'S CERTIFICATION

KNOW ALL MEN BY THESE PRESENTS:

And Helen

COUNTY OF KALAMAZOO 400

Give a number representing how old you are, this _____ day of _____, 2023.

Notary Public in and for the State of Texas

of Commission Expertise On:

Donor	Kanban (KPN) 菅原 謙二 PO Box 731097 Dallas, TX 75216 William Weil
Project	Richard Consulting 12225 Greenville Ave., Suite 1000 Dallas, TX 75243 Dallas, TX 75216 752-972-1007 Reece Birkhofer, PE rebecca@richard.com
Surveyor	Richard Consulting 12225 Greenville Ave., Suite 1000 Dallas, TX 75243 Dallas, TX 75216 752-972-1007 Paul Hulse, RPS phulse@richard.com

PRELIMINARY PLAT
HIGHLAND MEADOWS
BEING 106.417 ACRES

THOMAS BEEDY SURVEY, ABSTRACT NO. 21
WILLIAM PETERS SURVEY, ABSTRACT NO. 407
CITY OF KAUFMAN, KAUFMAN COUNTY, TEXAS
435 RESIDENTIAL LOTS
1 FIRE STATION LOT
21 OPEN SPACE LOTS
JULY 6, 2023

[illegible]

PRELIMINARY PLAT

Approved by: Planning and Zoning Commission

(Signature)

City of Kalamazoo

Address: _____
City, State, Zip: _____

GENERAL NOTES:

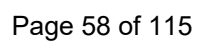
- [illegible]

Basics of Bearings, Coordinates and bearings are based upon the True coordinate system, Central Zone (NAD83), utilizing the Alberta Central Zone Central Meridian.

Preliminary Landscape Plans



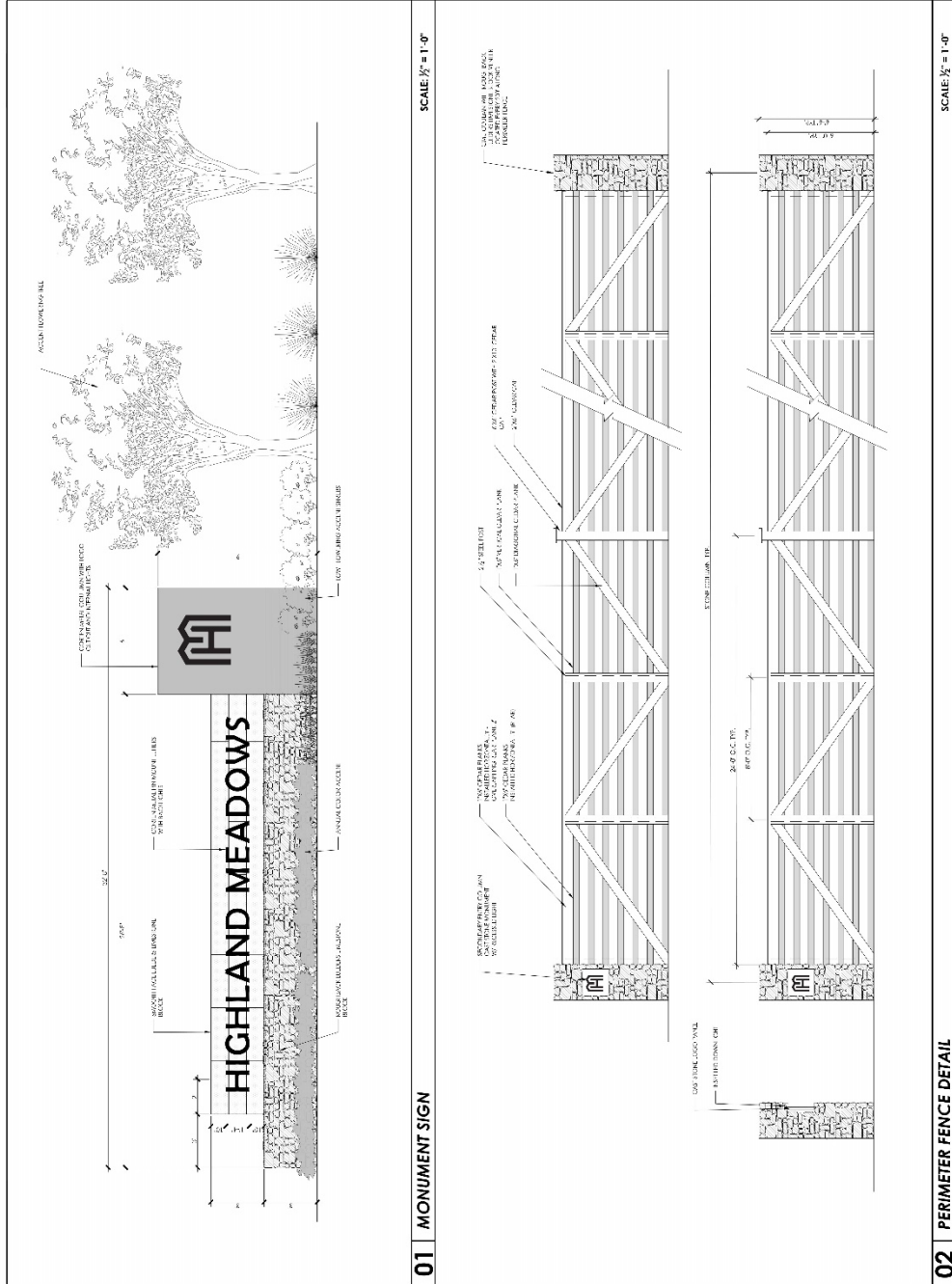
TALSON
DESIGN
PAGE 2/6 JUNE 23, 2020



Preliminary Landscape Plans



TALSON
DESIGN
PAGE 3/6 JUNE 23, 2023



PRELIMINARY LANDSCAPE PLAN SET
HIGHLAND MEADOWS
MONUMENT SIGN & PERIMETER FENCE DETAIL

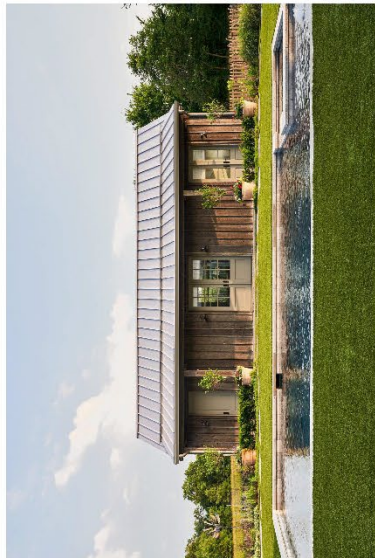
Preliminary Landscape Plans



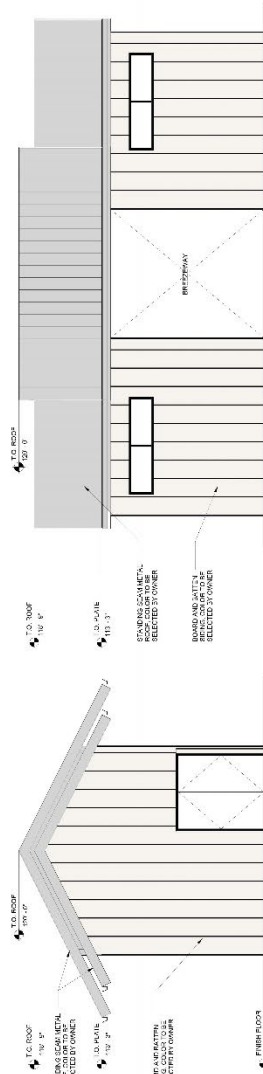
TALSON
DESIGN
PAGE 5/6 JUNE 23, 2019



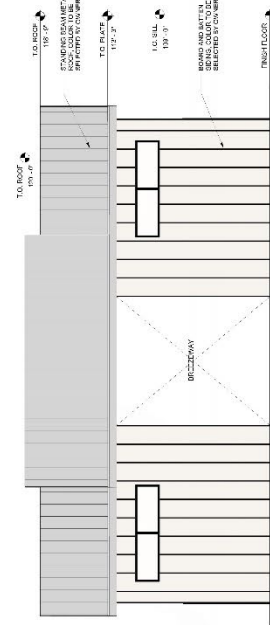
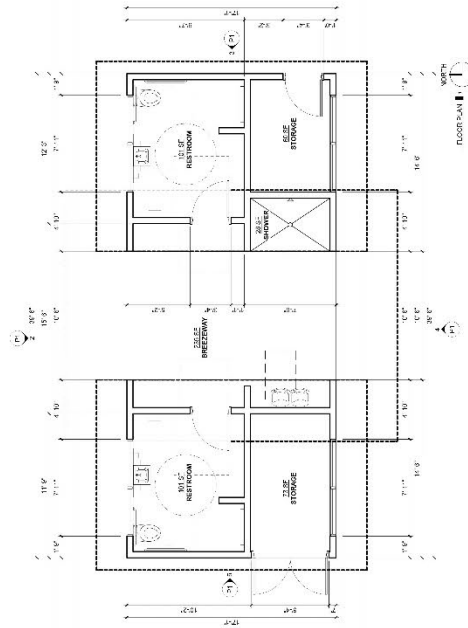
Preliminary Landscape Plans



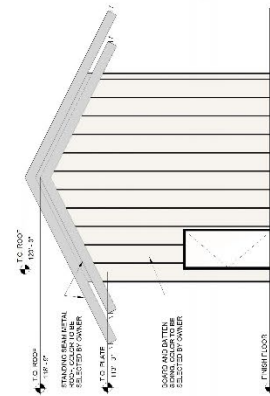
INSPIRATION



GOLDEN RULES



NORTH ELEVATION



EAST ELEVATION 13

**SCHWARZ
HANSON
ARCHITECTS**

TALSON
DESIGN
PAGE 6/6 JUNE 23, 2022

PRELIMINARY LANDSCAPE PLAN SET
HIGHLAND MEADOWS
AMENITY BUILDING

NO FINAL LANDSCAPE PLAN SET WILL BE PROVIDED AT THE FINAL CIVIL PLAN REVIEW STAGE FOR EACH PHASE OF THE DEVELOPMENT PRIOR TO FINAL PLANNING.

[illegible]

Flood Study acceptance letter



www.tnpinc.com

engineers
surveyors
landscape architects

TEXAS
FORT WORTH
DENTON
ALLEN
HEATH
KATY

PLAN REVIEW

To: City of Kaufman
From: Philip C. Varughese, P.E. and Jared Horst, P.E.
Date: June 5, 2023
RE: **Highland Meadows – Preliminary Flood Study, 2nd Submittal**

All comments have been addressed. Please provide a final signed/sealed flood study report.

Traffic Impact Analysis acceptance letter



www.tnpinc.com

engineers
surveyors
landscape architects

TEXAS
FORT WORTH
DENTON
ALLEN
HEATH
KATY

TIA REVIEW

To: City of Kaufman
From: Chris Edwards, P.E., and Philip C. Varughese, P.E.
Date: June 23, 2023
RE: 3rd Review of the Traffic Impact Analysis for Highland Meadows Development

Teague Nall and Perkins, Inc. (TNP), on behalf of the City of Kaufman, has performed a third review of the above referenced Traffic Impact Analysis (TIA), originally dated May 3, 2023, updated on June 5, 2023, and again on June 22, 2023. Tnp agrees in general with the conclusions and recommendations of the revised TIA and has no reservations regarding the City's acceptance of it.

If you have any questions regarding these review comments, please contact Chris Edwards at (817) 665-7111 or cedwards@tnpinc.com. We are available to meet with you or the engineer should you desire.

Sincerely,

tnp
teague nall & perkins

A handwritten signature in blue ink that reads "Chris A. Edwards".

Chris Edwards, PE
Senior Engineer, Associate

☎ 817.336.5773 main | 817.665.7111 direct | 817.713.8614 mobile

📍 5237 N. Riverside Drive, Suite 100 | Fort Worth, TX 76137

cedwards@tnpinc.com



Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Site Plan of Steve's Diesel Addition**, being a tract of land containing 2.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light Industrial ("LI") and is generally located 3736 East Highway 175. (Case No. SP-05-23)

BACKGROUND/SUMMARY:

In March 2023, the applicant preliminary platted two separate lots for Steve's Diesel Addition, Block 1, Lots 1 and 2, which collectively contain 653,400 square feet or 15.0 acres.

The subject property is Lot 1 and is located closest to E. U.S. 175 and will be addressed as 3736 E. U.S. 175. Lot 1 contains 2 acres and was zoned Light Industrial (LI) on April 25, 2016. The proposed site plan is for the development of an automotive repair shop. Steve's Diesel and Automotive will relocate to this property from their previous location at 3390 E. U.S. 175.

Site Plan:

The Site Plan includes a 7,200 sq. ft. building with a 24-space parking lot, with 9 spaces in the front of the building and the remainder of the spaces in the rear of the building. The amount of parking meets the requirements for the use. Access to the property is provided off U.S. 175 at the southeast corner of the property; a 24' public access easement along the south side of the property will also accommodate future access to Lot 2. Fire lanes will be dedicated along the front and rear of the building.

The proposed use of the property is for major auto repair. Four auto repair bays will be provided and the office/customer service area will be at the northeast corner of the building. The trash enclosure and ground equipment will be located behind the building and screened from view.

Notes have been added to the plan requiring all parking areas, drive aisles, and sidewalks to be concrete; prohibiting the open storage of materials or inoperable vehicles awaiting repair; prohibiting the outside display of merchandise; requiring adequate lighting in accordance with the Zoning Ordinance; and requiring all signage to adhere to the Zoning Ordinance.

Building Elevations and Floor Plan:

Elevations and Floor Plans have been provided for the proposed building, which show a metal building with a slightly pitched roof. The building will house four auto repair bays with a office/customer service area at the northeast corner of the building.

Landscape Plan:

The Landscape Plan shows trees and shrubs in the landscape buffer along U.S. 175, as well as trees and groundcover in the front tree islands. The site will need to be revised to adjust the

angle of the front parking spaces to be parallel with the building, which will provide a larger area in which to place the required front landscaping (the trees along U.S. 175 are currently shown to be in the TxDOT right-of-way, which is not allowed).

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	A-O	Vacant land; Contractor office
South:	A-O	Vacant land
East:	ETJ	Vacant land
West:	LI	Vacant land



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designates the land use of the subject property as Future Industrial Use. The property is zoned Light Industrial (LI) for commercial and industrial development. The proposed major auto repair use is allowed in the Light Industrial District and complies with the 2014 Future Land Use Plan.

Thoroughfare Plan:

The Thoroughfare Plan designates East Highway 175 as a “Type AA”, Major Regional Arterial, requiring a future right-of-way width of 240 feet. The existing right-of-way is developed and maintained by the State of Texas. TxDOT controls all the driveway accesses. Staff has submitted the driveway permit application to TxDOT.

RECOMMENDATION:

Staff recommends approval of the Site Plan of Steve’s Diesel Addition with the following conditions:

1. Adjust the orientation of the front row of parking spaces and associated shrubs to be parallel with the building to provide a larger landscape buffer in which to place the required landscaping, including trees.
2. Re-locate the required trees out of the right-of-way for U.S. 175 to a landscape buffer on the property in front of the parking spaces.

ATTACHMENTS:

Location Map
Exhibit A – Survey
Exhibit B – Site Plan
Exhibit C – Elevations and Floor Plan
Exhibit D – Landscape Plan

Joy Henderson, Planner I
972-932-2216 ext. 115
jhenderson@kaufmantx.org

Andrew Bogda, AICP, Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Company



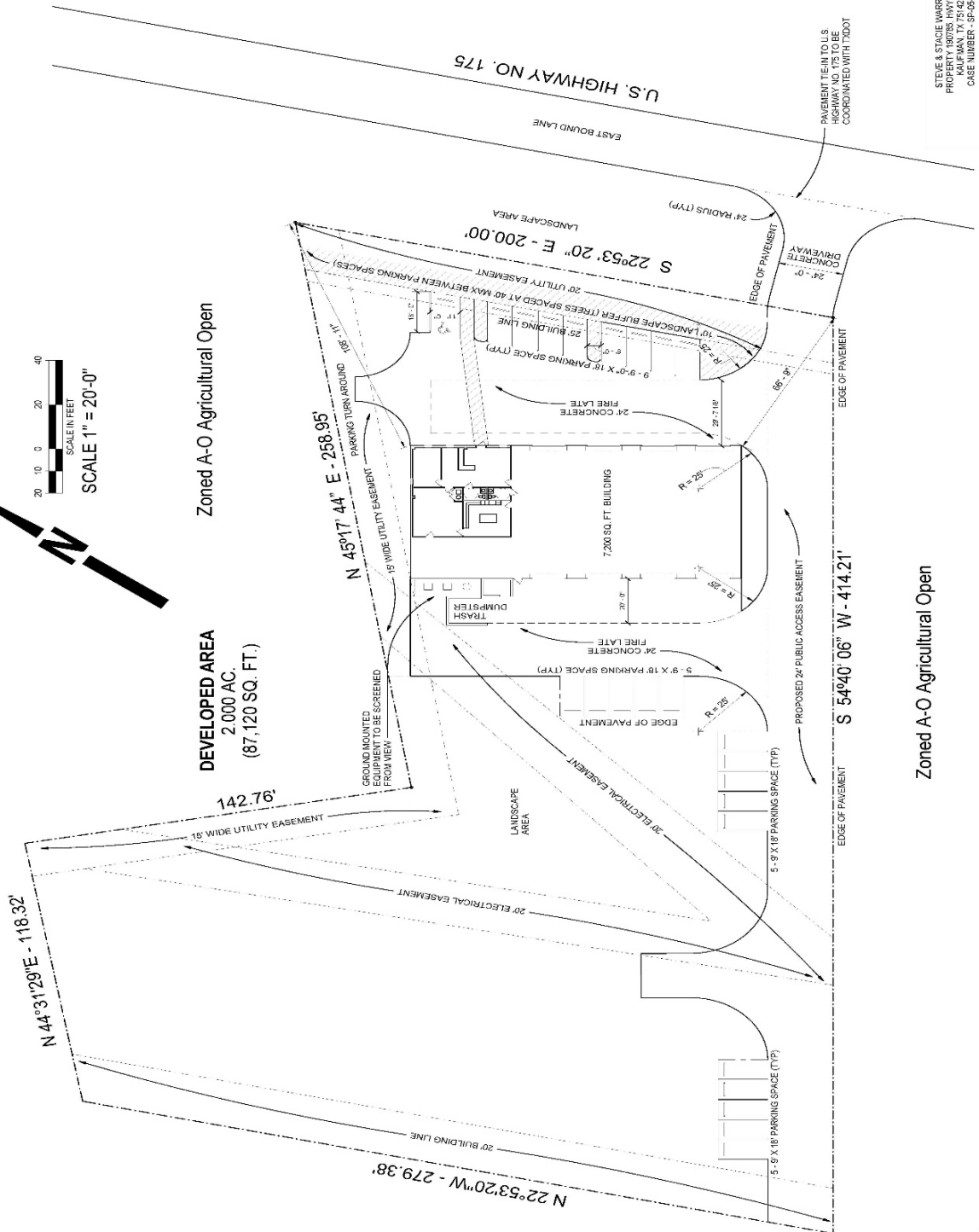
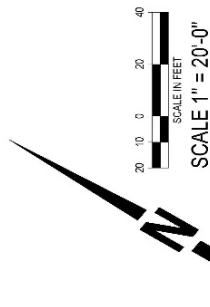
Exhibit B – Site Plan

PREPARED BY:
 Draftsman: Gary Alexander
 galex1@verizon.net
 972-841-2055

NOTE:
 1. ALL DIMENSIONS ARE SHOWN IN FEET.
 2. ALL DIMENSIONS ARE SHOWN IN FEET.
 3. ALL DIMENSIONS ARE SHOWN IN FEET.
 4. ALL DIMENSIONS ARE SHOWN IN FEET.
 5. ALL DIMENSIONS ARE SHOWN IN FEET.
 6. ALL DIMENSIONS ARE SHOWN IN FEET.
 7. ALL DIMENSIONS ARE SHOWN IN FEET.
 8. ALL DIMENSIONS ARE SHOWN IN FEET.
 9. ALL DIMENSIONS ARE SHOWN IN FEET.
 10. ALL DIMENSIONS ARE SHOWN IN FEET.

SITE SUMMARY TABLE

OWNER	STEVE & STACIE WARREN
PROJECT	STEVE'S DIESEL & AUTOMOTIVE
LOCATION	175 U.S. HIGHWAY NO. 175, STEVE'S DIESEL & AUTOMOTIVE
DATE	08-01-23
SCALE	1" = 20'-0"
DESIGNED BY	GARY ALEXANDER
CHECKED BY	GARY ALEXANDER
APPROVED BY	GARY ALEXANDER
DATE	08-01-23
PROJECT	STEVE'S DIESEL & AUTOMOTIVE
LOCATION	175 U.S. HIGHWAY NO. 175, STEVE'S DIESEL & AUTOMOTIVE
DATE	08-01-23



STEVE & STACIE WARREN
 PROPERTY LOCATED AT 175,
 STEVE'S DIESEL & AUTOMOTIVE
 CASE NUMBER: SP-05-23

SITE PLAN

Zoned A-O Agricultural Open

EXHIBIT B

Exhibit C – Elevations and Floor Plan

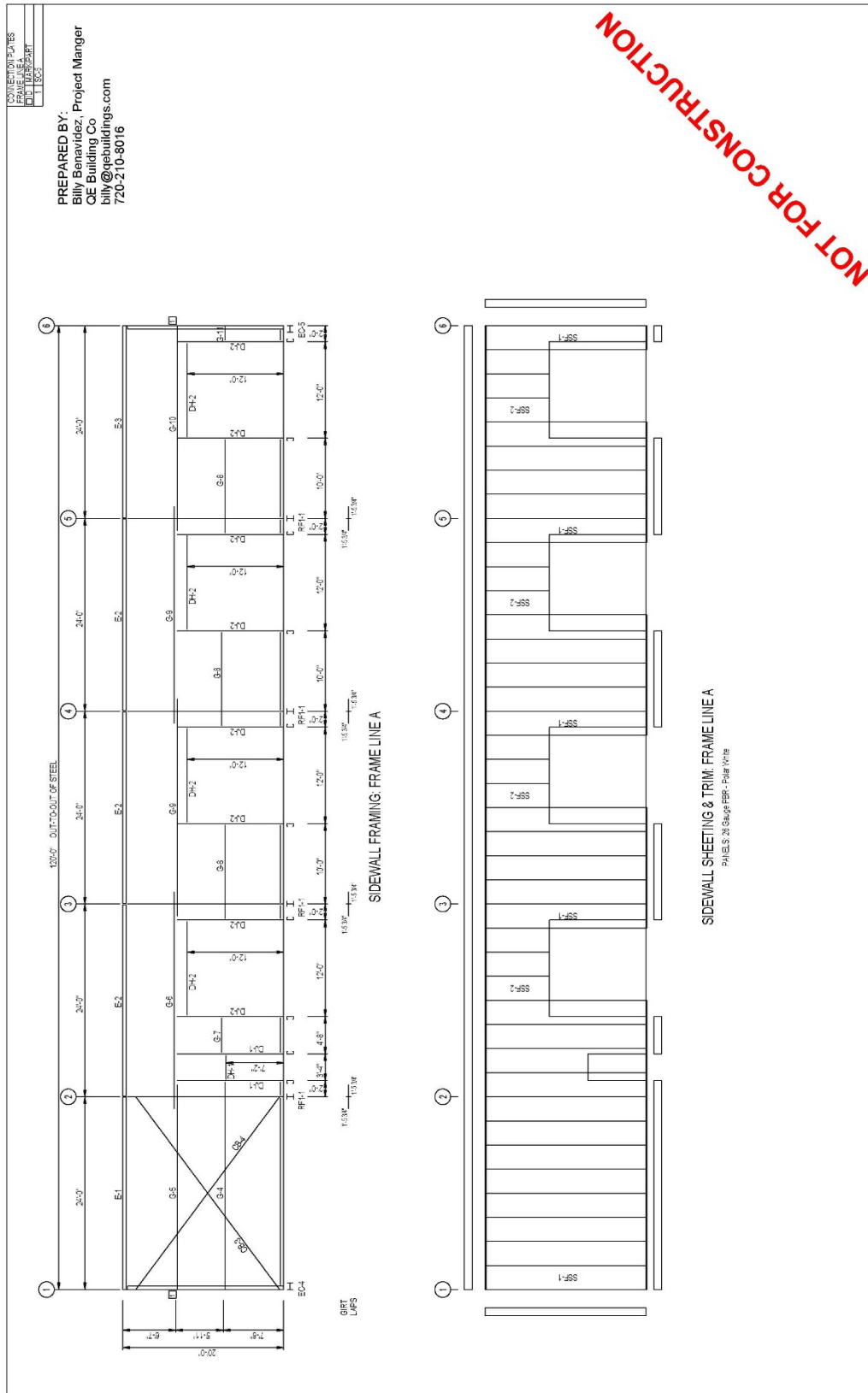


EXHIBIT C - ELEVATIONS

Exhibit C – Elevations and Floor Plan

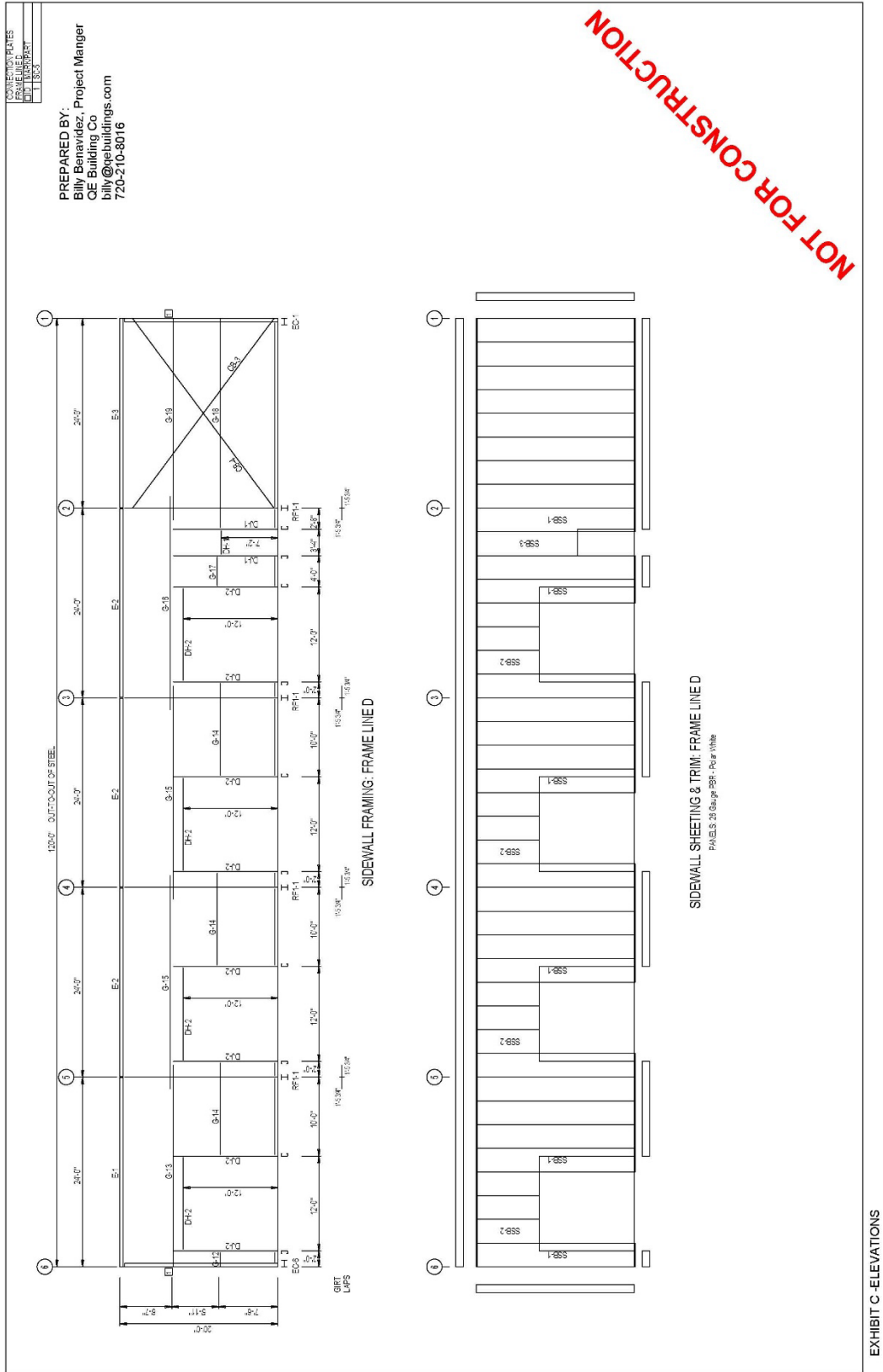


Exhibit C – Elevations and Floor Plan

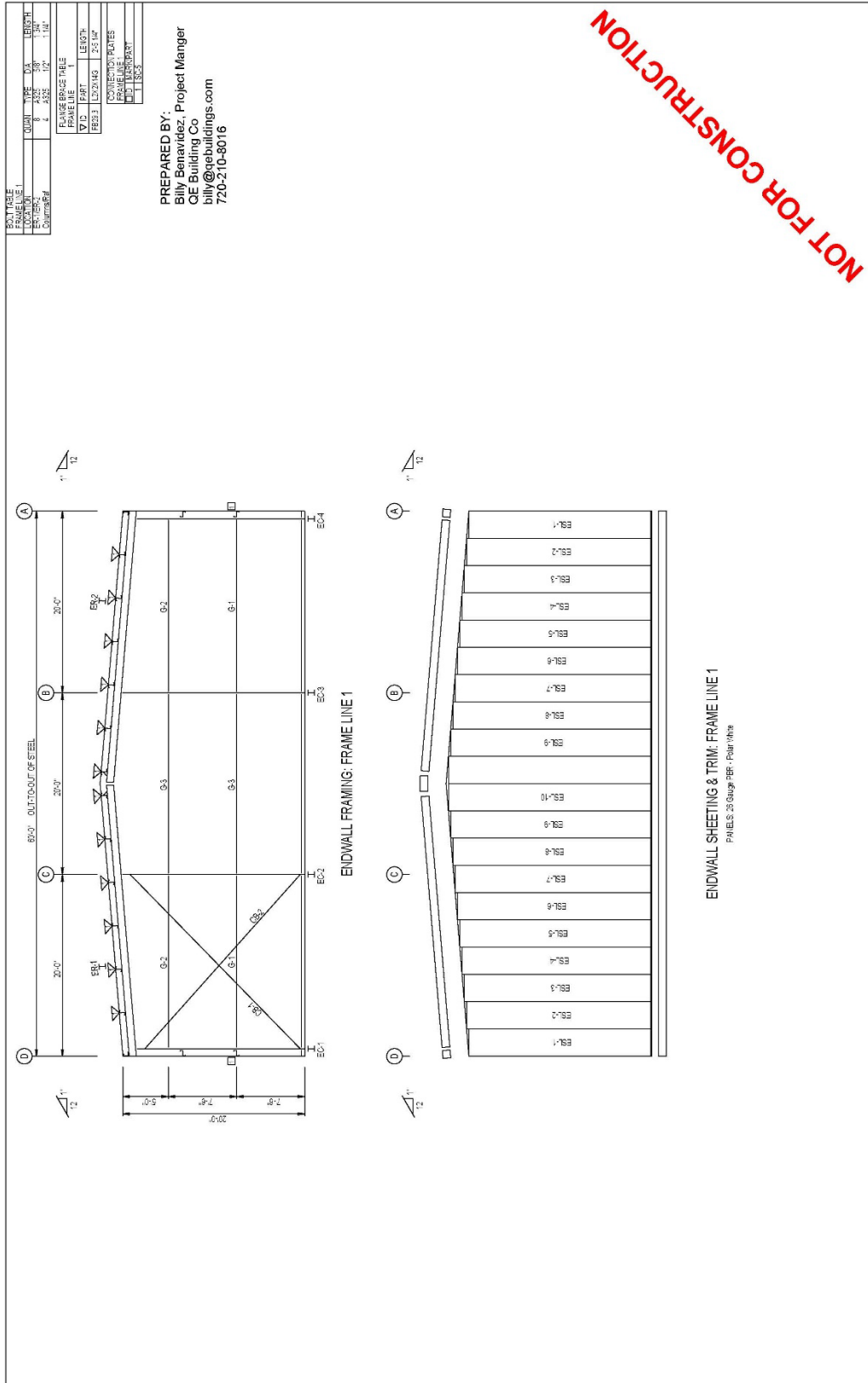


Exhibit C – Elevations and Floor Plan

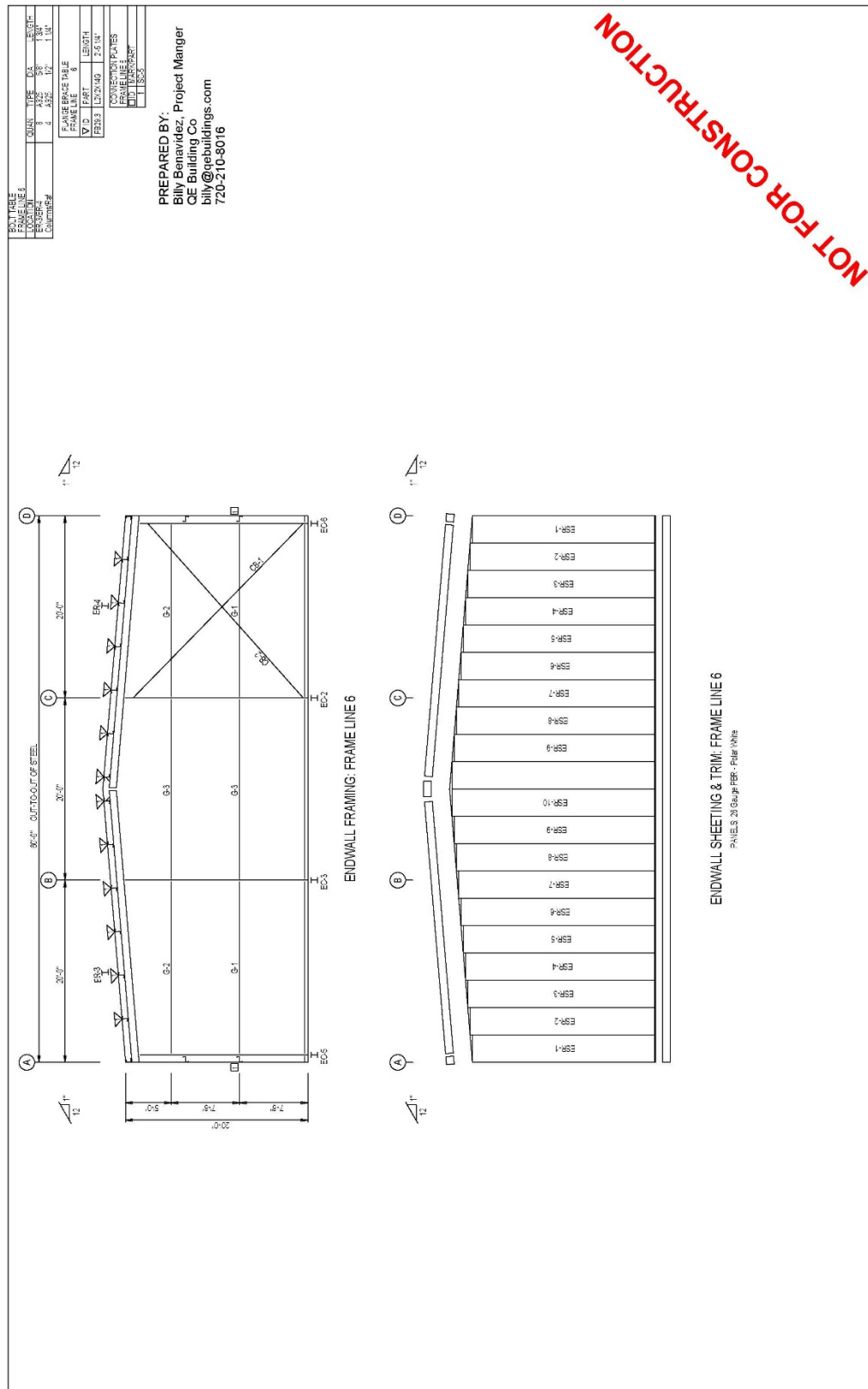


Exhibit C – Elevations and Floor Plan

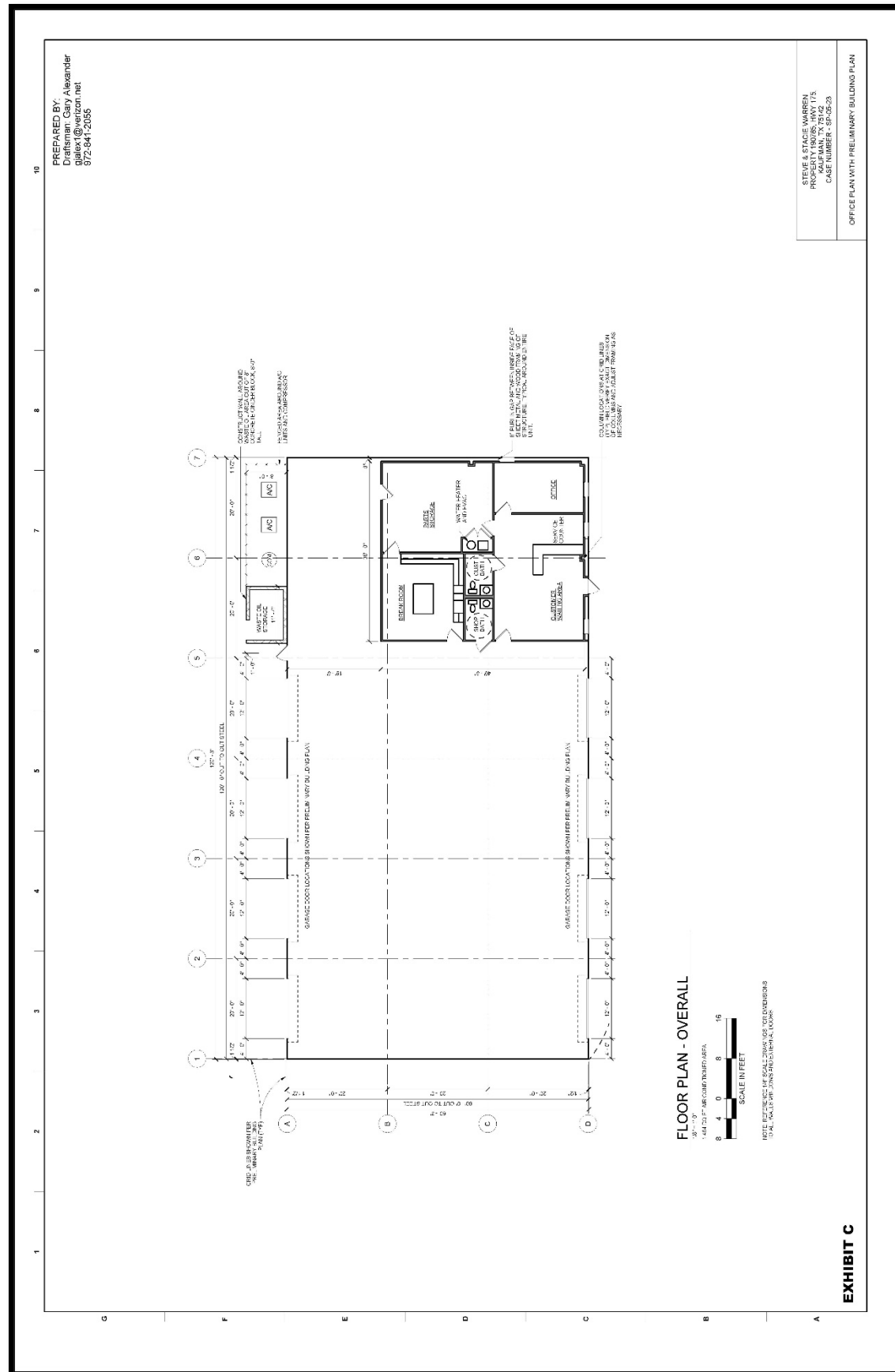
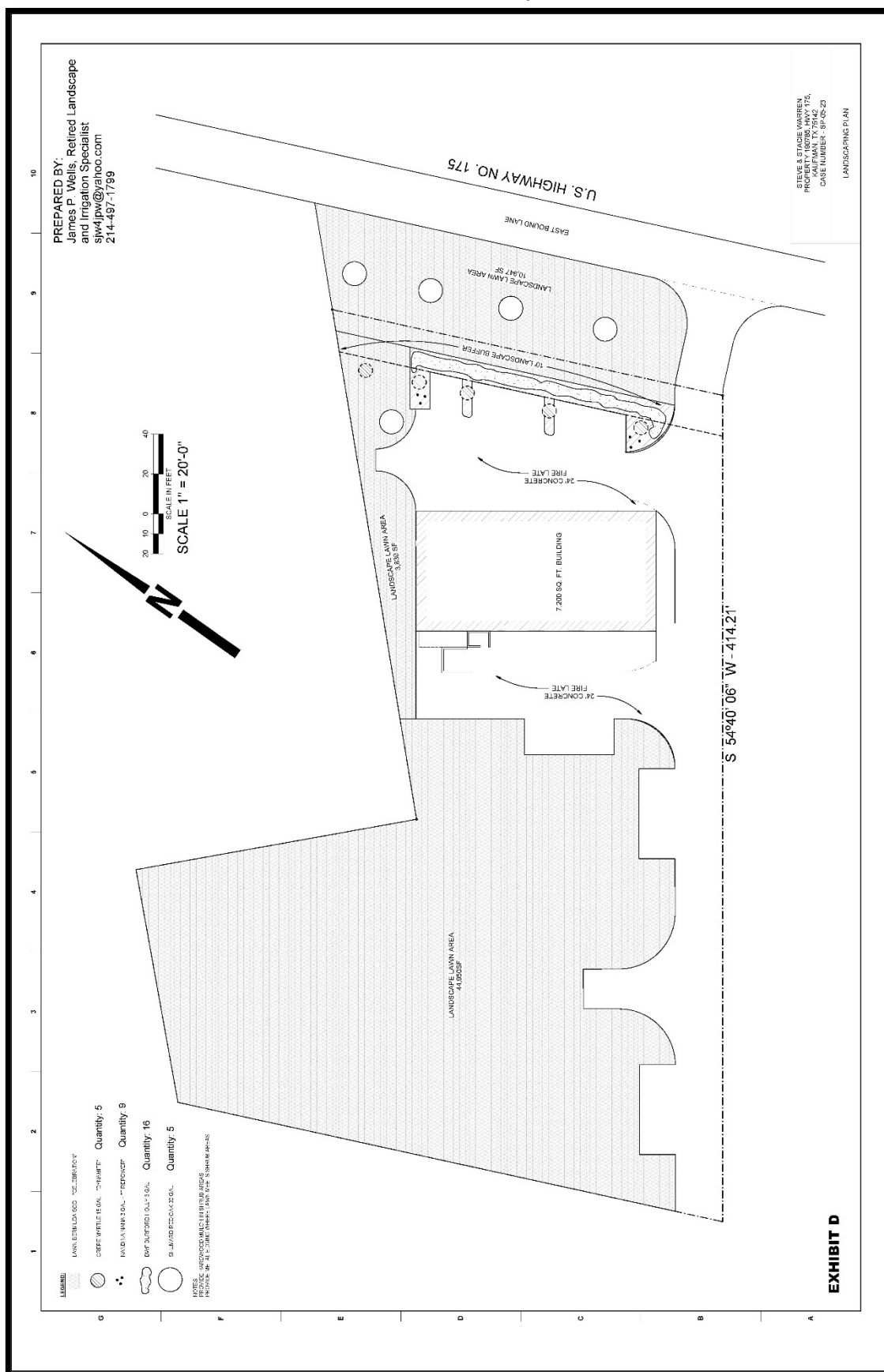


Exhibit D – Landscape Plan





Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Final Plat of Lot 1, Block 1 of Steve's Diesel Addition**, being a tract of land containing 2.0 acres (Property ID 190785), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Light Industrial ("LI") and is generally located 3736 East Highway 175. The final plat is for 1 non-residential lot. (Case No. FP-07-23)

BACKGROUND/SUMMARY:

In March 2023, the applicant preliminary platted two separate lots for Steve's Diesel Addition, Block 1, Lots 1 and 2, which collectively contain 653,400 square feet or 15.0 acres.

The subject property is Lot 1 and is located closest to E. U.S. 175 and will be addressed as 3736 E. U.S. 175. Lot 1 contains 2 acres and was zoned Light Industrial (LI) on April 25, 2016. The proposed final plat is for the development of an automotive repair shop. Steve's Diesel and Automotive will relocate to this property from their previous location at 3390 E. U.S. 175.

The 24' fire lane and access easement will be located on the south side of the property and will provide access to U.S. 175 for both Lots 1 and 2. Two additional 24'-wide fire lane and access easements will be dedicated to provide fire access to the front and rear of the building.

There is a 15' utility easement located on the west side of the property, which will provide utilities to Lot 2 when it is developed. There are two 20' electric easements located across the middle of the lot. There is a 20' utility easement and a 10' landscape easement located along the frontage of the property.

Lot 1 meets the minimum width of 100', minimum depth of 150', and minimum square footage (20,000 sq. ft.) requirements for the LI zoning district. The lot also meets the minimum front yard setback of 25', side yard setback of 15', and rear yard setback of 20'.

Utility services to the property will be provided by Trinity Valley Electric, Becker Jiba water, and a septic system that will be permitted through Kaufman County. Becker Jiba provided a letter stating that it could provide retail water service the property, but it does not guarantee fire flow within its service area.

THOROUGHFARE PLAN:

The Thoroughfare Plan designates East Highway 175 as a "Type AA", Major Regional Arterial, requiring a future right-of-way width of 240 feet. The necessary right-of-way already exists at this location. TxDOT controls all the driveway accesses. Staff has submitted the driveway permit application to TxDOT and previously worked with the agency to determine the acceptability of the location as shown.

RECOMMENDATION:

The final plat is in conformance with the approved preliminary plat and adheres to the zoning and subdivision regulations. Staff recommends approval of the Final Plat of Lot 1, Block 1 of Steve's Diesel Addition.

ATTACHMENTS:

Location Map

Approved Preliminary Plat of Steve's Diesel Addition

Final Plat of Lot 1, Block 1 of Steve's Diesel Addition

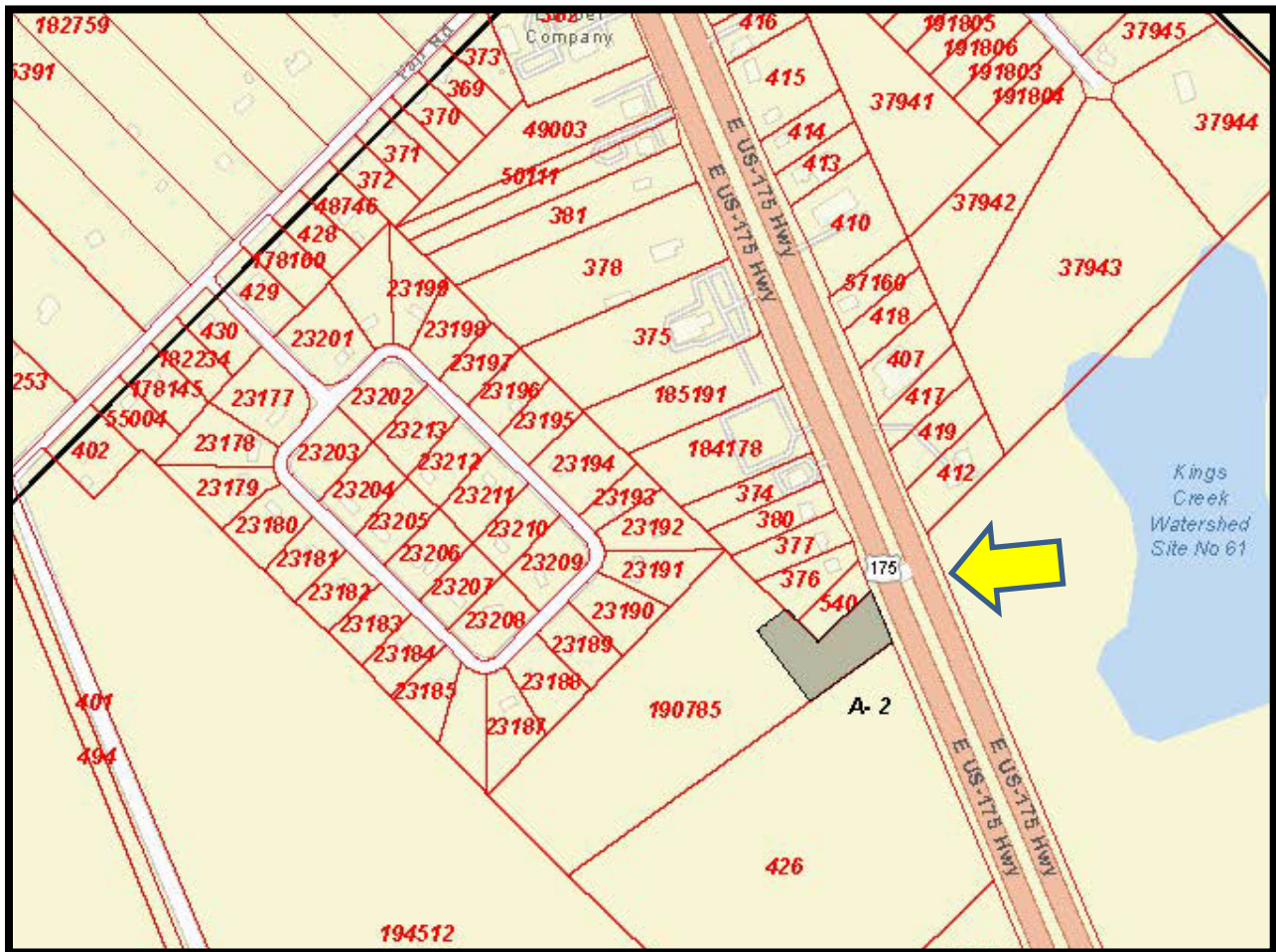
Joy Henderson

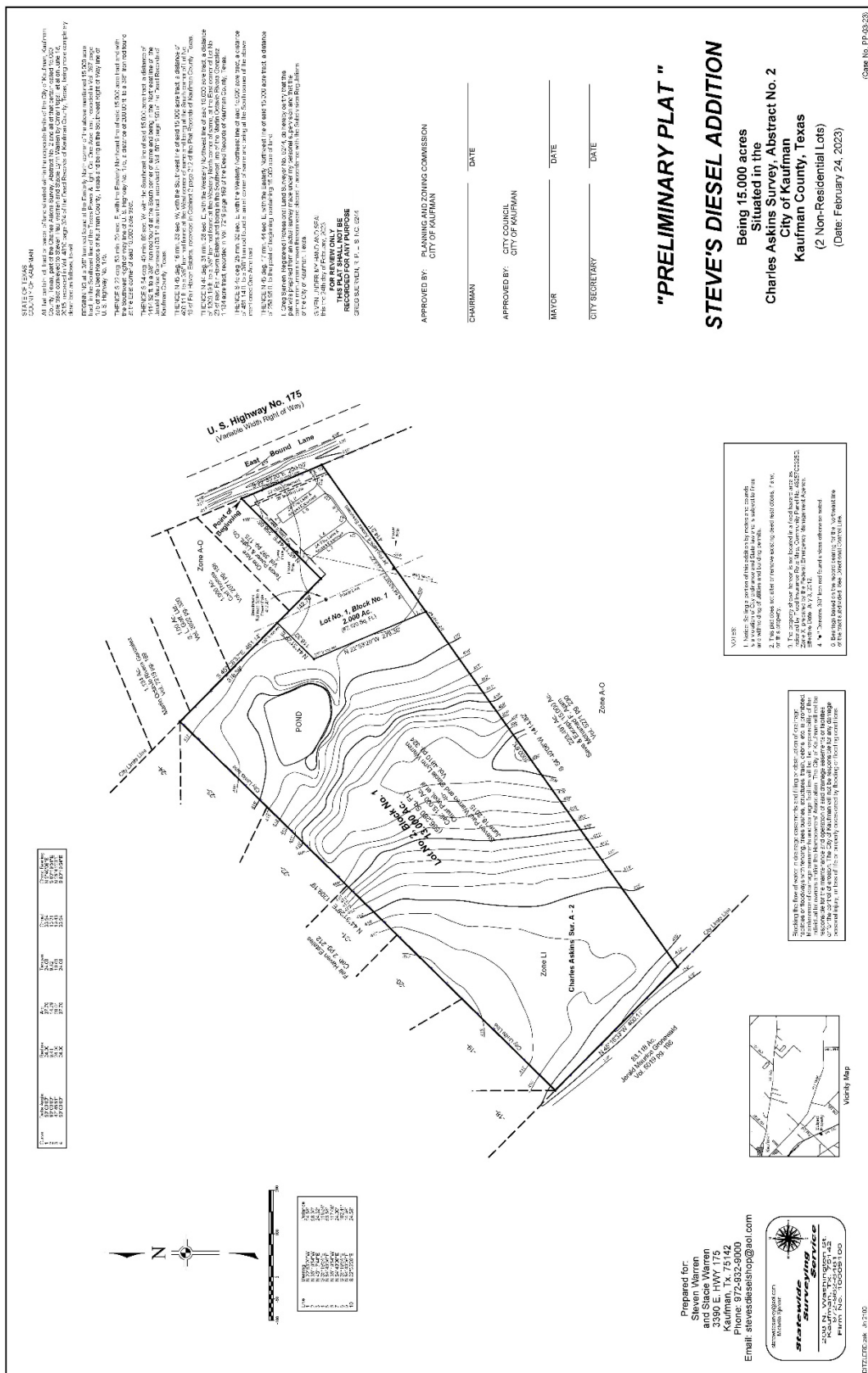
Planner I

972-932-2216 ext. 115

jhenderson@kaufmantx.org

Location Map





Final Plat of Lot 1, Block 1 of Steve's Diesel Addition

[illegible]



Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Preliminary Plat of TLH Business Park, Block 1, Lots 1 and 2**, being a tract of land containing 4.09 acres (Property ID 49003 & 187999), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located 3250 & 3260 East Highway 175. The preliminary plat is for 2 non-residential lots. (Case No. PP-05-23)

SUMMARY:

The applicant is requesting a preliminary plat to create two separate lots for **TLH Business Park, Block 1, Lots 1 and 2**, which collectively contain approximately 178,160 square feet or 4.09 acres. The subject property is located on the south side of East Highway 175 and was zoned Commercial ("C") in September 2022.

Lot 1 is 1.08 acres and will be located at the front, closest to East Highway 175. This lot will be final platted and site planned for the development of a furniture rental store, in addition to the existing commercial building located on the south side of the lot. There is a 15' utility easement located on the north side. The 5' sewer easement is a private easement allowing the sewer to service the proposed building. The 24' fire lane and access easement will be located through the middle of the property between the existing and proposed buildings.

Lot 2 is 3.01 acres and will be located at the rear of Lot 1. In addition to having direct frontage on Fair Road, Lot 2 can also be accessed from East Highway 175 via a 24'-wide access easement through Lot 1. Lot 2 will not be developed at this time.

Each lot meets the minimum width of 100', minimum depth of 100', and minimum square footage (10,000) requirements for the C zoning district. They also meet the minimum front yard setback of 25', side yard setback of 15', and rear yard setback of 20'.

Utility services to the property will be provided by Trinity Valley Electric, Becker-Jiba (water), and City of Kaufman (sewer).

THOROUGHFARE PLAN:

The Thoroughfare Plan designates East Highway 175 as a "Type AA", Major Regional Arterial, requiring a future right-of-way width of 240 feet. The necessary right-of-way already exists at this location. TxDOT controls all driveway accesses. The applicant already has a driveway that they will share with 3260 East Highway 175.

RECOMMENDATION:

Staff recommends approval of the Preliminary Plat of TLH Business Park, Block 1, Lots 1 and Lot 2.

ATTACHMENTS:

1. Location Map
2. Preliminary Plat
3. Becker Jiba Letter

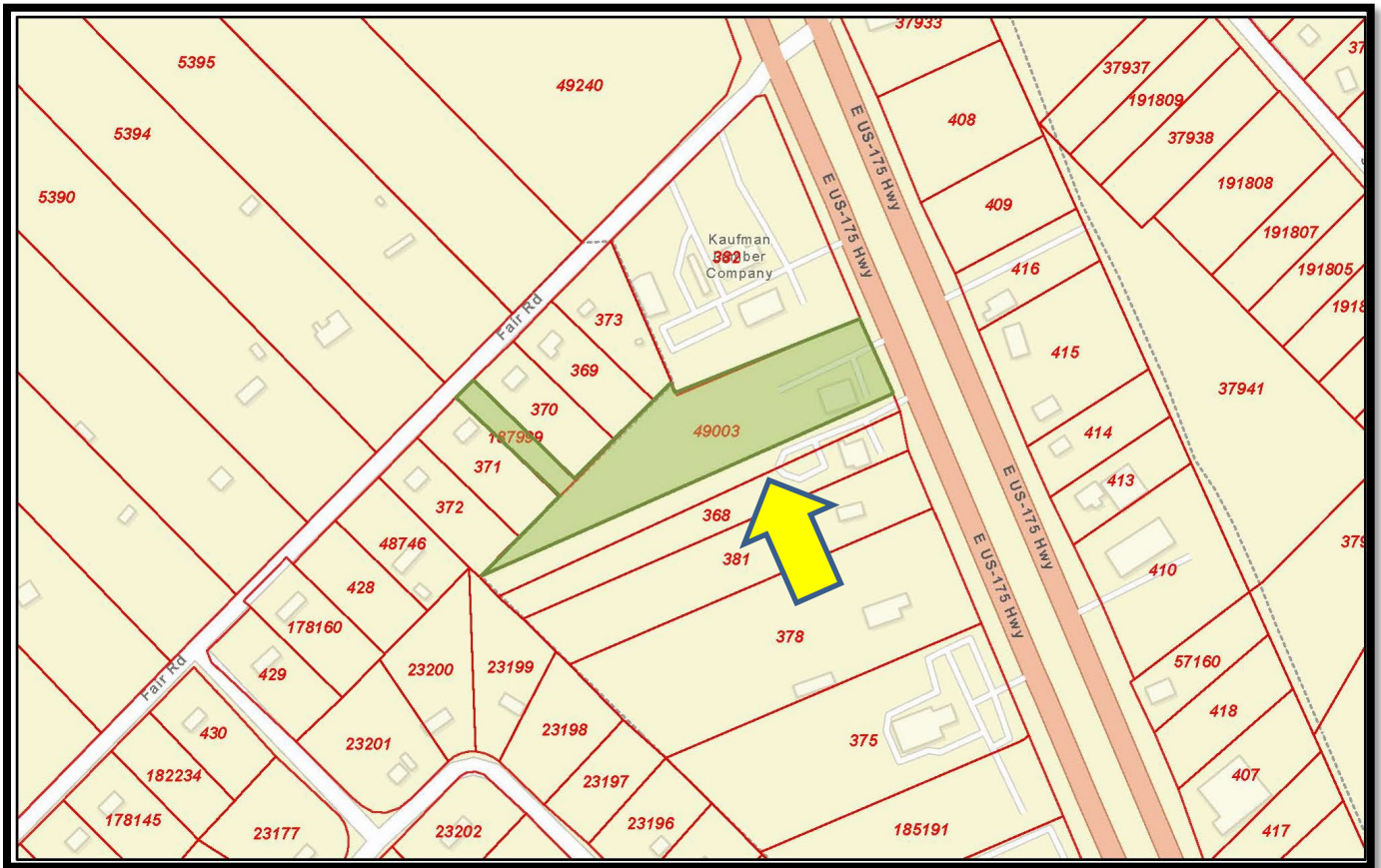
Joy Henderson

Planner I

972-932-2216 ext. 115

jhenderson@kaufmantx.org

Location Map



Preliminary Plat of TLH Business Park

OWNER'S REPRESENTATIVE: THE SIGNATURE OF THE OWNER OF THE LAND SHOWN ON THIS AS A SIGNATURE, NOT BY TITLE, IS A NECESSARY PART OF THIS OFFICIAL PUBLIC RECORD AND MUST BE A PERSON WHO HAS BEEN AUTHORIZED BY THE OWNER TO SIGN THIS INSTRUMENT. THE SIGNATURE OF THE OWNER OF THE LAND SHOWN ON THIS INSTRUMENT MUST BE A PERSON WHO HAS BEEN AUTHORIZED BY THE OWNER TO SIGN THIS INSTRUMENT. THE SIGNATURE OF THE OWNER OF THE LAND SHOWN ON THIS INSTRUMENT MUST BE A PERSON WHO HAS BEEN AUTHORIZED BY THE OWNER TO SIGN THIS INSTRUMENT.

U.S. HIGHWAY 175
(VARIABLE WIDTH R.O.W.)

THE CITY OF KAUFMAN HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT THE INSTRUMENT IS IN ACCORDANCE WITH THE CITY OF KAUFMAN ORDINANCES AND RESOLUTIONS. THE CITY OF KAUFMAN HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT THE INSTRUMENT IS IN ACCORDANCE WITH THE CITY OF KAUFMAN ORDINANCES AND RESOLUTIONS. THE CITY OF KAUFMAN HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT THE INSTRUMENT IS IN ACCORDANCE WITH THE CITY OF KAUFMAN ORDINANCES AND RESOLUTIONS.

U.S. HIGHWAY 175
(VARIABLE WIDTH R.O.W.)

APPROVED AND ACCEPTED PLANNING AND ZONING
CITY OF KAUFMAN

BY: CHAIRMAN DATE
APPROVED AND ACCEPTED CITY COUNCIL
CITY OF KAUFMAN

BY: MAYOR DATE
CITY SECRETARY DATE

OWNERS/DEVELOPER
TLH ENTERPRISES, INC
200 N. 13TH STREET, SUITE 210
CORPUSCANA, TX 75110
903-872-3342 - OFFICE PHONE
903-872-9315 - OFFICE FAX
CHRS@TLHENTERPRISES.COM

PRELIMINARY PLAT

THE CITY OF KAUFMAN HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT THE INSTRUMENT IS IN ACCORDANCE WITH THE CITY OF KAUFMAN ORDINANCES AND RESOLUTIONS. THE CITY OF KAUFMAN HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT THE INSTRUMENT IS IN ACCORDANCE WITH THE CITY OF KAUFMAN ORDINANCES AND RESOLUTIONS. THE CITY OF KAUFMAN HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT THE INSTRUMENT IS IN ACCORDANCE WITH THE CITY OF KAUFMAN ORDINANCES AND RESOLUTIONS.

U.S. HIGHWAY 175
(VARIABLE WIDTH R.O.W.)

APPROVED AND ACCEPTED PLANNING AND ZONING
CITY OF KAUFMAN

BY: CHAIRMAN DATE
APPROVED AND ACCEPTED CITY COUNCIL
CITY OF KAUFMAN

BY: MAYOR DATE
CITY SECRETARY DATE

OWNERS/DEVELOPER
TLH ENTERPRISES, INC
200 N. 13TH STREET, SUITE 210
CORPUSCANA, TX 75110
903-872-3342 - OFFICE PHONE
903-872-9315 - OFFICE FAX
CHRS@TLHENTERPRISES.COM

PRELIMINARY PLAT

Becker-Jiba Letter for Water

Becker-Jiba



**Special Utility
District**

June 21st, 2023

To: Watkins Development,
c/o TLH Enterprises Inc.

Re: C ASKINS, TRACT 49003; 3.73 ACRES, & OUT BLDGS, 3260 E Hwy 175

This letter is to confirm that C ASKINS, TRACT 49003; 3.73 ACRES, & OUT BLDGS, 3260 E Hwy 175 also known as THE DANCE FACTORY in Kaufman County Texas is within the CCN or service area of Becker Jiba Special Utility District (BJSUD). Upon the final approval of the BJSUD board of directors and the completion and inspection of all approved or required system improvements, if any, Becker Jiba Special Utility District (BJSUD) will provide continuous water service.

Thanks,

Clayton Dickerson, Operations Manager
Becker-Jiba Special Utility District

Office: (903)498-3592 ext. 503
Cell: (214)543-0558

15269 FM 2860
Kaufman, TX 75142



Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Site Plan of Rent-A-Center**, situated on 1.08 acres (Property ID 49003) out of the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located at 3250 E. U.S. Highway 175. (Case No. SP-03-23)

SUMMARY:

The subject property consists of 1.08 acres located at 3250 E. U.S. Highway 175. The property is currently improved with a 3,750 sq. ft. commercial building on the south side of the property, with a parking lot on the north and east sides of the building. The applicant is requesting a site plan to accommodate the development of a new 3,995 sq. ft. building on the north side of the property, which will house a Rent-A-Center indoor furniture rental business. The property was zoned "C" Commercial in 2022 and the proposed use is permitted in the zoning district.

Site Plan

Access into the development will be provided by the existing access point on U.S. Highway 175. A shared driveway will serve both the existing building and the new building. 7 new parking spaces and 1 accessible parking space will be provided in front of the new building. This is in addition to the 20 existing parking spaces. Parking calculations for the combination of uses have been provided which demonstrate that the provided parking exceeds the minimum parking requirements by 1 space. A loading area, trash enclosure, and mechanical equipment will be located behind the building. A sidewalk on the east and south sides of the building will provide pedestrian access.

A freestanding sign will be located at the main entrance off U.S. 175 in front of the new building. While renderings have not been provided, notes have been added requiring all signage to meet the zoning requirements and specifying that the pole sign will be shared amongst both buildings.

Building Elevations and Floor Plan

The building includes brick around the bottom two-thirds of the front and side elevations, with metal on the upper third, and all metal on the rear elevation. Storefront windows and entrance doors will be provided on the front and side elevations, while an overhead steel door will be provided on the rear elevation. The building will include a peaked roof with a 2:12 slope. Wall signage is proposed for the front (east) and south side elevations. The floor plan shows a 2,480 sq. ft. furniture sales area in the front of the building with a 1,515 sq. ft. furniture storage area, offices, restrooms, break area, and appliances and equipment in the rear of the building.

Landscaping

As depicted on the site plan, new landscaping will be provided in front of the new building, including a tree at the end of the row of parking in front of the building, as well as shrubs to

screen the parking lot from U.S. 175, two trees along U.S. 175, and stones around the base of the sign. In addition, the three trees along U.S. 175 in front of the existing building will remain.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	C	Kaufman Lumber
South:	C	Former Steve's Diesel
East:	A-O & C (w/ SUP)	US 175; Premier Diesel Engine and Sunbelt Vacuum Service (across the highway)
West:	ETJ	Single-family residences



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designates the future land use of the subject property as “Future Commercial”. The property is zoned “C” Commercial, which generally allows for most commercial, retail, and service-related uses. The site plan for an appliance, tool, or furniture rental business (indoors) is in conformance with the 2014 Future Land Use Plan and the zoning regulations.

Thoroughfare Plan:

The Thoroughfare Plan designates East Highway 175 as a major regional arterial (Type AA; 6 lanes), with a right-of-way width of 240 feet. The necessary right-of-way already exists at this location.

RECOMMENDATION:

Staff recommends approval of the Site Plan of Rent-A-Center at 3250 E. U.S. Highway 175.

ATTACHMENTS:

- Location Map
- Exhibit A – Property Description/Survey
- Exhibit B – Site Plan
- Exhibit C – Elevations/Floor Plan

Andrew Bogda, AICP
 Director of Development Services
 972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map



g:\development services\planning & zoning\p&z reports\2023 pz reports\sp-03-23 tlh business park 08-01-23\sp-03-23 p2r rent-a-center.docx

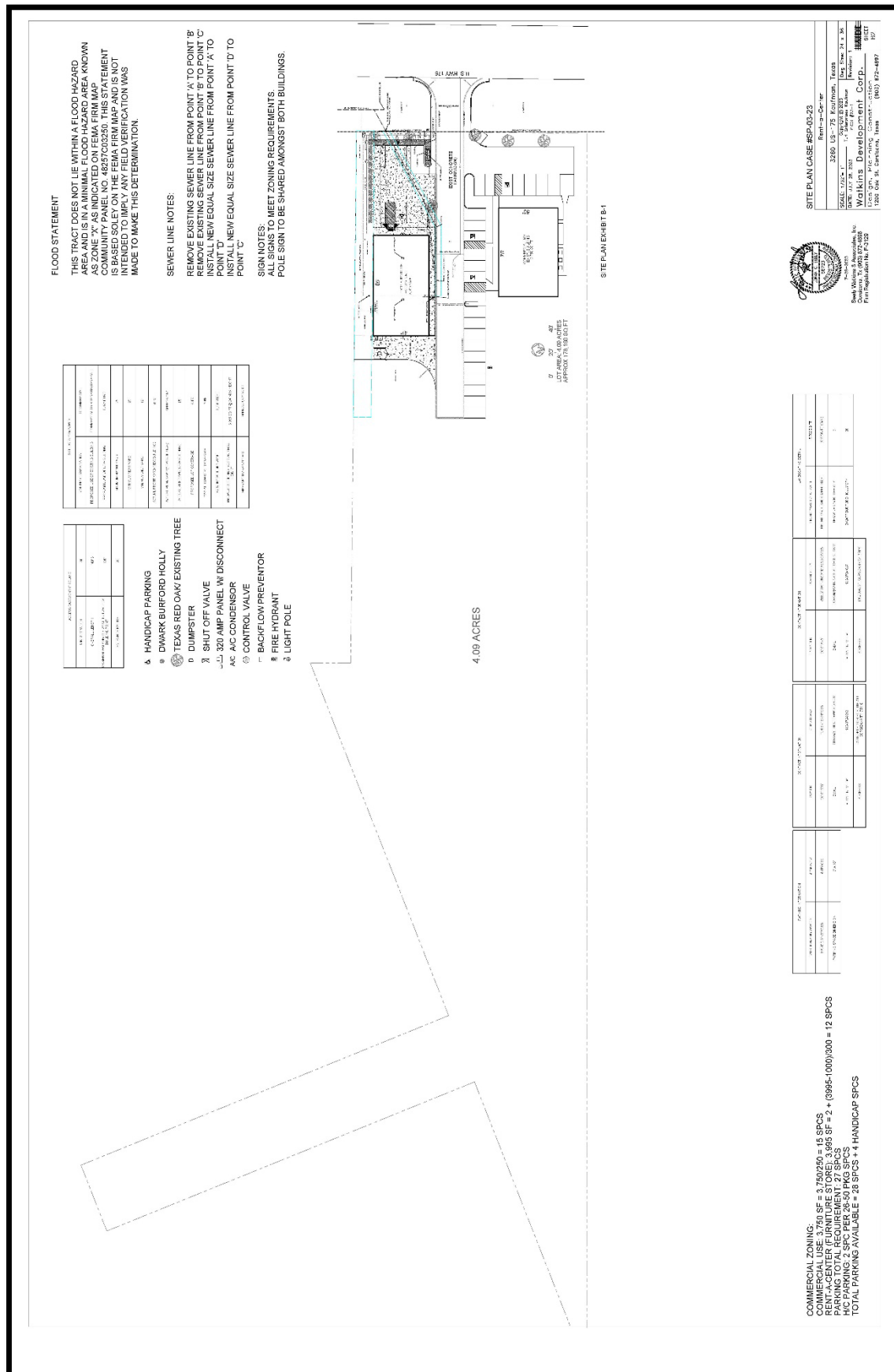


Exhibit B-2 – Site Plan (Lot 1)

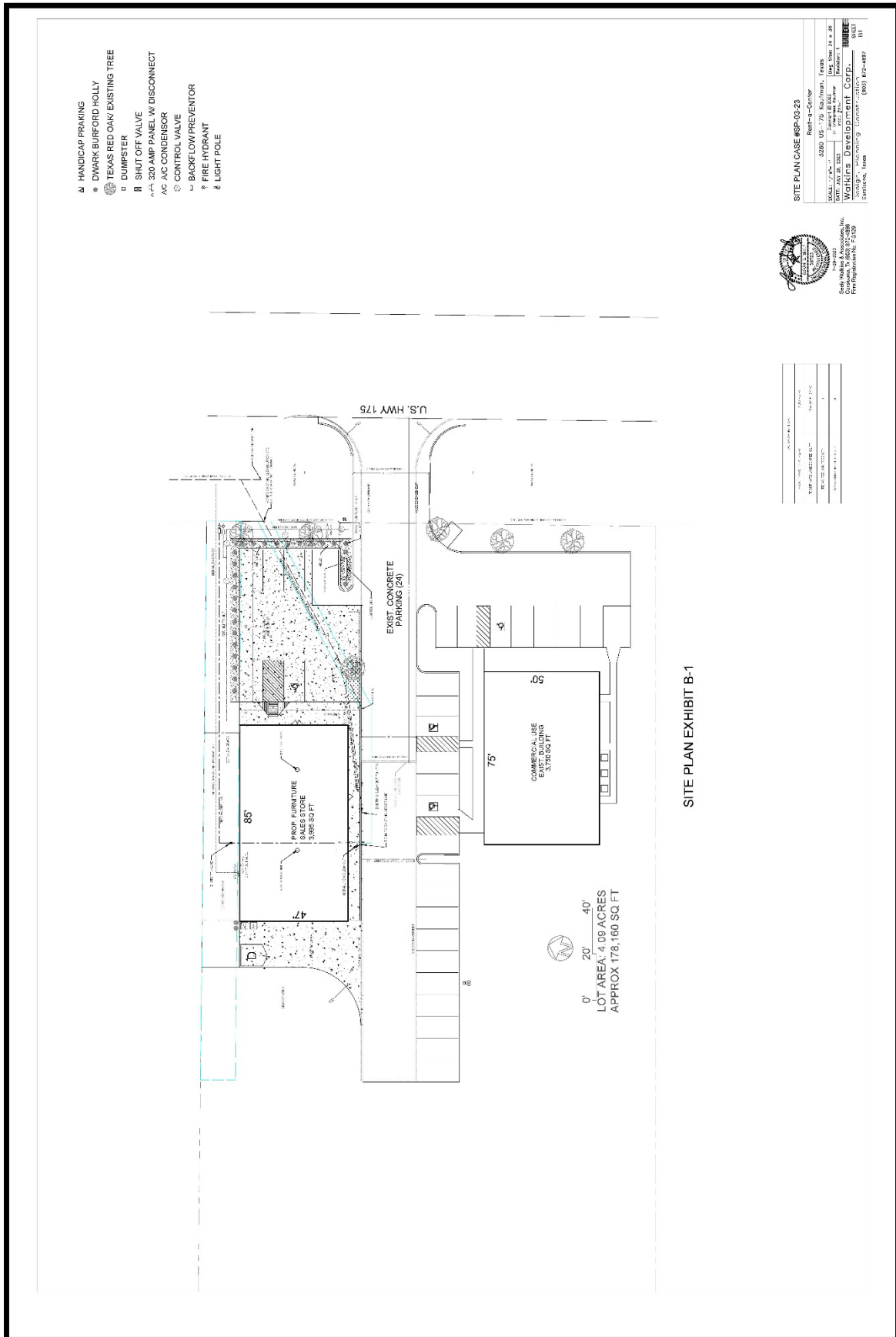
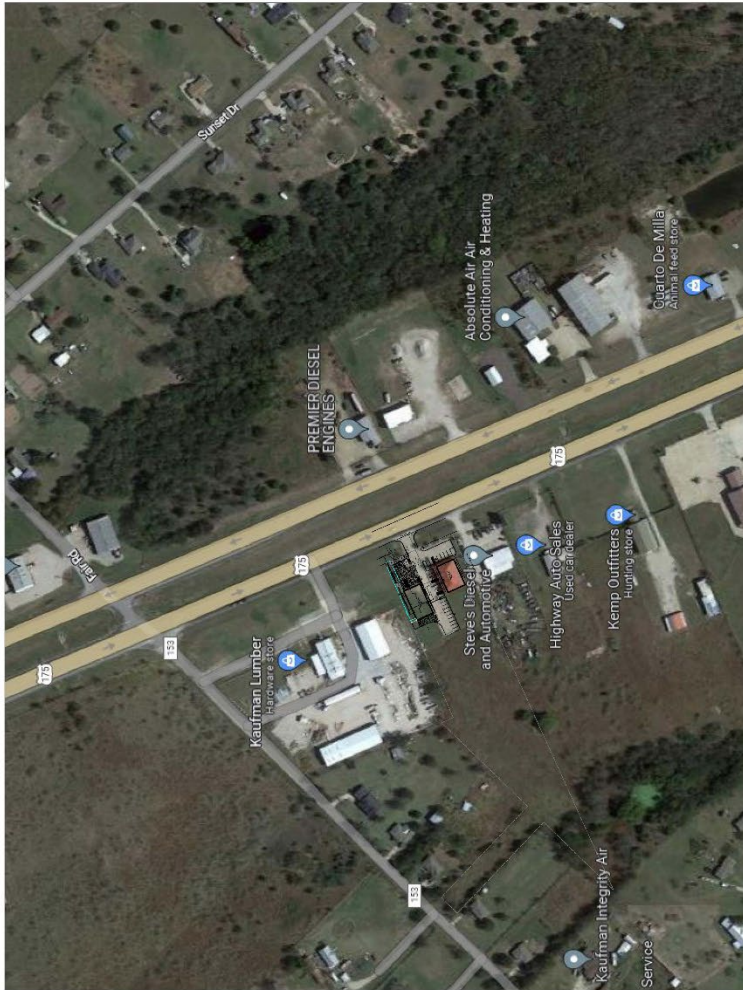


Exhibit B-3 – Surrounding Area

[illegible]

SITE PLAN CASE #SP-03-23	Rent-a-Center		3280 US-75 Kaufman, Texas
	SCALE: 1/8" = 1'	DATE: JULY 26, 2003	Drawn by: J. B. 2002 Reviewed by: J. B. 2003
Watkins Development Corp.			100000
Planning Information			100000
1200 Oak St. Corsicana, Texas			100000

7-19-2323
Sentry Mailing & Associates, Inc.,
Cincinnati, Tx 9203 872-4868
Firm Registration No. F-3129

Exhibit C – Building Elevations & Floor Plan

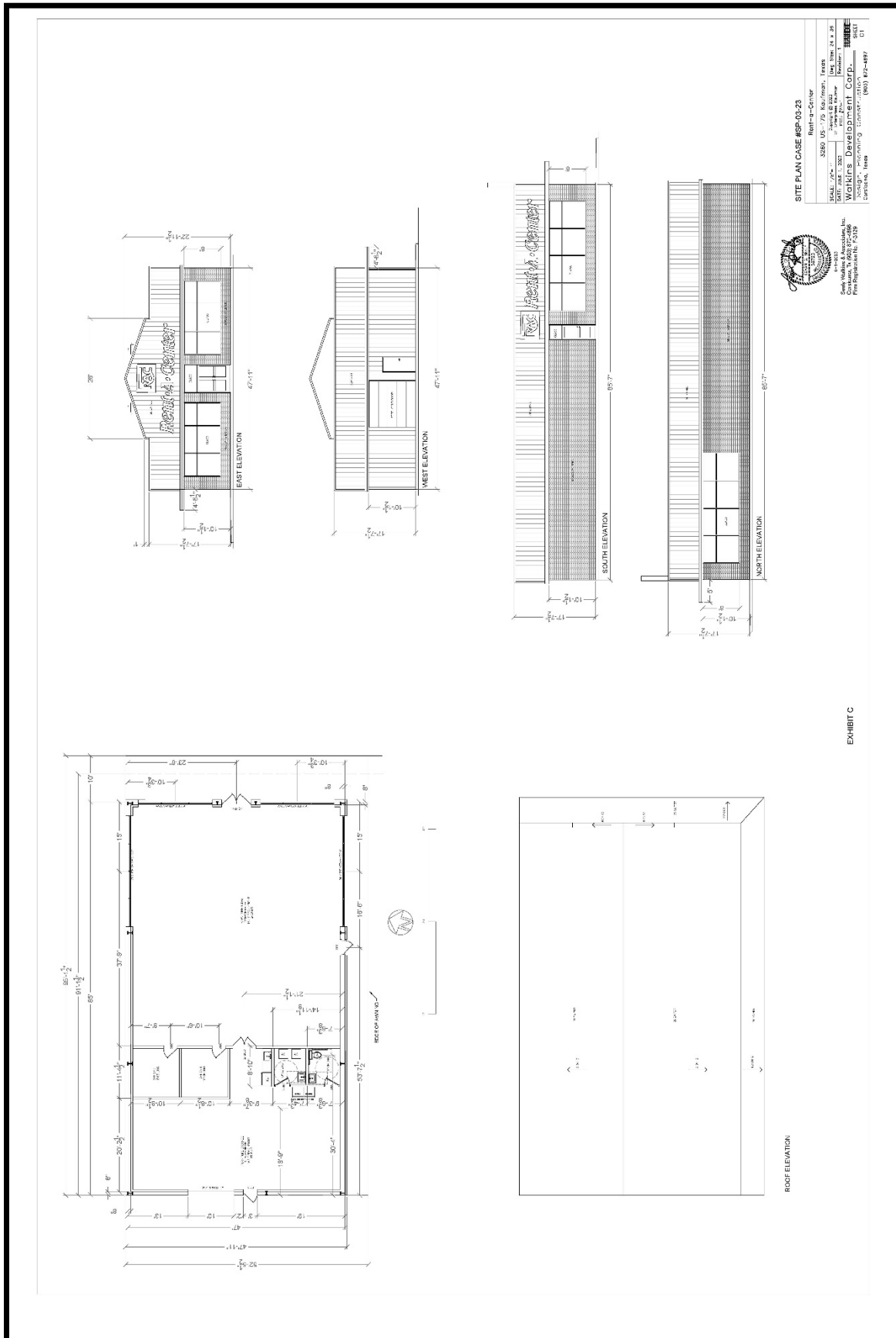
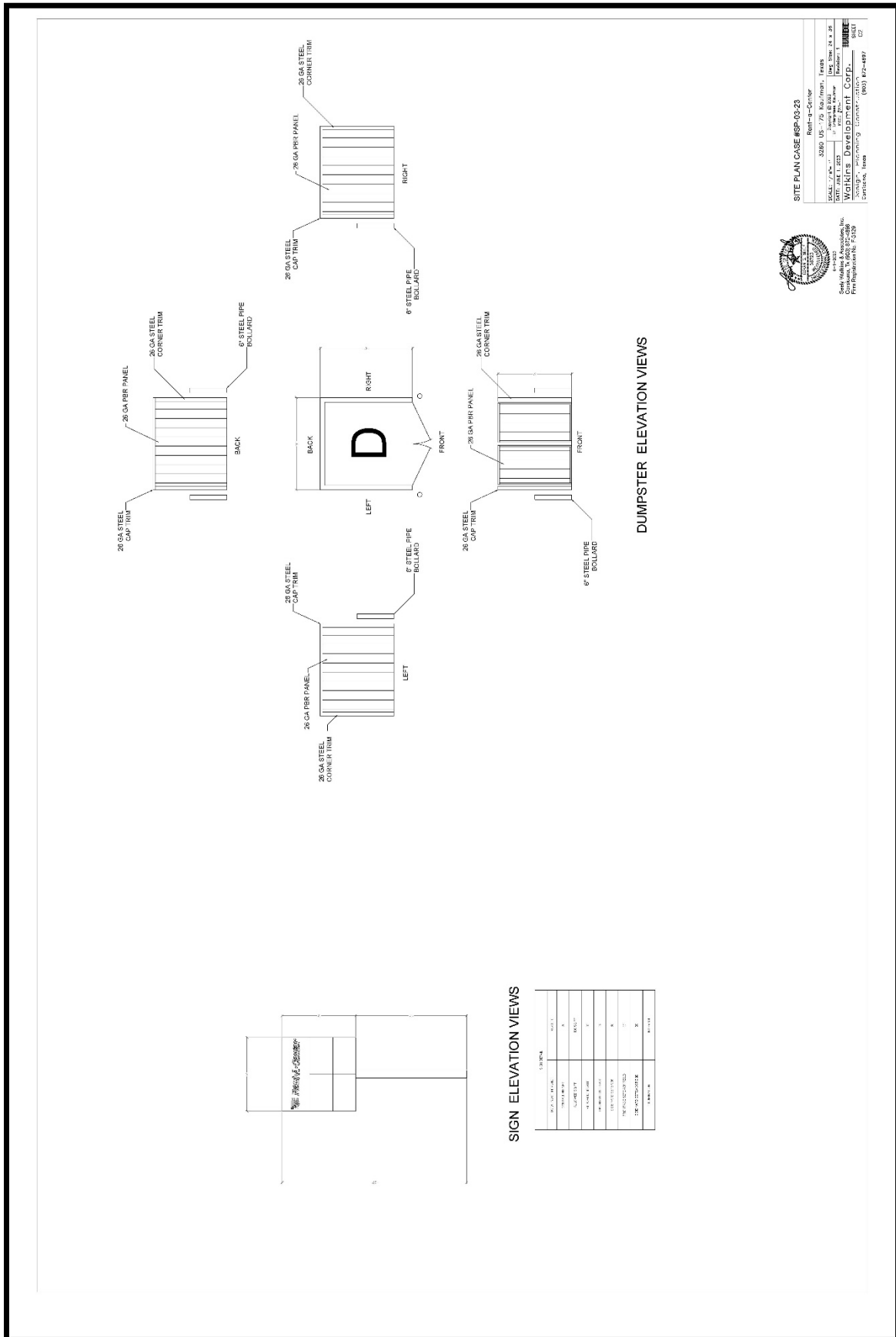


Exhibit C – Trash Enclosure Elevations





Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Final Plat of TLH Business Park, Block 1, Lot 1**, being a tract of land containing 1.08 acres (Property ID 49003), situated in the Charles Askins Survey, Abstract No. 2, City of Kaufman, Kaufman County, Texas. The property is zoned Commercial ("C") and is generally located 3250 East Highway 175. The Final Plat is for 1 non-residential lot. (Case No. FP-06-23)

SUMMARY:

The applicant is requesting to final plat **TLH Business Park, Block 1, Lot 1**, which contain 1.08 acres. The subject property is located on the south side of East Highway 175 and was zoned Commercial ("C") in September 2022. The proposed Final Plat will be for Lot 1 only. Lot 2 will be final platted when it is developed.

Lot 1 is 1.08 acres and will have two separate businesses. This lot is being Preliminary Platted with Lot 2 and site planned for the development of a furniture rental store, in addition to the existing commercial building located on the south side of the lot. There is a 15' utility easement located on the north side that can service Lot 1 and Lot 2. The 5' sewer easement is a private easement allowing the sewer to service the proposed building. The 24' fire lane and access easement will be located through the middle of the property between the existing and proposed buildings and will allow access to Lot 2 when it is developed

Lot 1 meets the minimum width of 100', minimum depth of 100', and minimum square footage (10,000) requirements for the "C" zoning district. It also meets the minimum front yard setback of 25', side yard setback of 15', and rear yard setback of 20'.

Utility services to the property will be provided by Trinity Valley Electric, Becker-Jiba (water), and City of Kaufman (sewer).

THOROUGHFARE PLAN:

The Thoroughfare Plan designates East Highway 175 as a "Type AA", Major Regional Arterial, requiring a future right-of-way width of 240 feet. The necessary right-of-way already exists at this location. TxDOT controls all driveway accesses. The applicant already has a driveway that they will share with 3260 East Highway 175.

RECOMMENDATION:

Staff recommends approval of the Final Plat of TLH Business Park, Block 1, Lot 1.

ATTACHMENTS:

- Location Map
- Final Plat of Lot 1, Block 1 of TLH Business Park

- Becker Jiba Letter for Water

Joy Henderson

Planner I

972-932-2216 ext. 115

jhenderson@kaufmantx.org

Location Map



Becker-Jiba Letter for Water

Becker-Jiba



**Special Utility
District**

June 21st, 2023

To: Watkins Development,
c/o TLH Enterprises Inc.

Re: C ASKINS, TRACT 49003; 3.73 ACRES, & OUT BLDGS, 3260 E Hwy 175

This letter is to confirm that C ASKINS, TRACT 49003; 3.73 ACRES, & OUT BLDGS, 3260 E Hwy 175 also known as THE DANCE FACTORY in Kaufman County Texas is within the CCN or service area of Becker Jiba Special Utility District (BJSUD). Upon the final approval of the BJSUD board of directors and the completion and inspection of all approved or required system improvements, if any, Becker Jiba Special Utility District (BJSUD) will provide continuous water service.

Thanks,

Clayton Dickerson, Operations Manager
Becker-Jiba Special Utility District

Office: (903)498-3592 ext. 503
Cell: (214)543-0558

15269 FM 2860
Kaufman, TX 75142

A handwritten signature in black ink, appearing to be 'Clayton Dickerson', written over a horizontal line.



Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Site Plan of Jiffy Lube**, situated on 1.214 acres (Property ID 202752) out of the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) and is generally located at 730 E. U.S. Highway 175. (Case No. SP-07-23)

SUMMARY:

The subject property consists of 1.214 acres located on the south side of U.S. Highway 175 and the north side of Kings Fort Parkway, immediately west of Lone Star Credit Union, in the Kings Fort Addition. The property is addressed as 730 East U.S. Highway 175. The property was zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) in 2017 and the Preliminary Plat for the undeveloped portions of the Kings Fort development (including this property) was revised in January 2023. The subject property represents the eastern portion of Property ID 202752, with the western remainder of the tract to be developed in the future.

The applicant is requesting a site plan to accommodate a Jiffy Lube minor auto repair business on the property. The PD zoning specifically allows for this use.

Site Plan

A shared access easement along the west property line will provide the primary access for the site, as well as the future Lot 3 to the west. A fire lane will also be included within a portion of that easement, with a small stub to the east into the parking lot. All parking spaces (10 regular and 1 accessible) are located on the south side of the building, with the regular parking spaces facing Kings Fort Parkway and the accessible parking space facing the building. Only 6 parking spaces are required for the use (1 per service bay and 1 per 500 sq. ft. of office/sales area), but 11 are provided to accommodate peak periods of activity. A crosswalk and sidewalk connection will be made through the property to provide direct pedestrian access from the sidewalk along Kings Fort Parkway to the main entrance of the building.

The building is 4,166 sq. ft. in size and is located roughly in the center of the lot, with four service bays in the eastern portion of the building and a 975 sq. ft. office/sales area in the western portion of the building. The service bays will be accessed from the south and the vehicles will exit to the north and then west. Notes have been added to the plans prohibiting the outside storage of materials or merchandise as well as the overnight parking of vehicles awaiting repair.

The property generally drains to the north and east; drainage easements are provided.

Building Elevations

The building includes predominantly EIFS stucco materials with a mix of beige and red colors, as well as a stone base similar to other buildings in the Kings Fort development. The building

will also include dark grey service bay doors with windows and a metal parapet cap. The office/sales area will include customer doors on the north and south elevations and a window on the west elevation.

Signage, Trash Enclosure, and Equipment

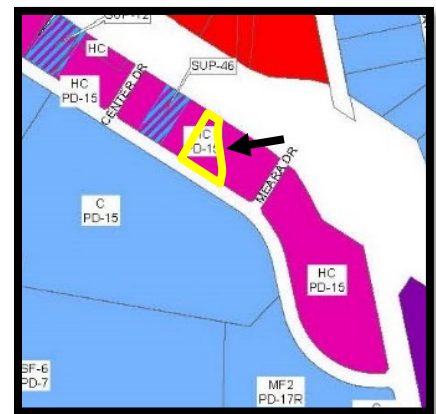
Wall signage will be provided on all sides of the building and a monument sign will be provided along U.S. Highway 175. The monument sign will include a masonry base to match the building. The trash enclosure will be located on the east side of the property, off the parking lot, and will also include masonry materials to match the building. The rooftop mechanical equipment will be mostly or partially screened by building parapets.

Landscaping

Landscaping will include shrubs around the perimeter of the parking lot and driving aisles (with the exception of the shared access easement along the west side of the property), shade trees at the ends of the rows of parking spaces, some additional shade trees and ornamental trees along Kings Fort Parkway, and shrubs and groundcover near the main entrance to the property, near the building entrances, and around the base of the monument sign.

SURROUNDING ZONING AND EXISTING LAND USES:

	Zoning	Existing Land Use
North:	US 175	US 175
South:	PD-15-C	Vacant land
East:	PD-15-HC	Lone Star Credit Union
West:	PD-15-HC	Vacant land



COMPREHENSIVE PLAN:

Land Use Plan:

The 2014 Future Land Use Plan designates the future land use of the subject property as Future Commercial uses. The property is zoned PD-15-HC, which generally allows for highway commercial uses. The site plan for a minor auto repair business is in conformance with the 2014 Future Land Use Plan and the PD zoning regulations.

Thoroughfare Plan:

The Thoroughfare Plan designates East Highway 175 as a major regional arterial (Type AA; 6 lanes), with a right-of-way width of 240 feet. Kings Fort Parkway is designated as a major collector (Type C; 4 lanes), with a right-of-way width of 80'. The necessary right-of-way for both thoroughfares already exists at this location.

RECOMMENDATION:

Staff recommends approval of the Site Plan of Jiffy Lube at 730 E. U.S. Highway 175.

ATTACHMENTS:

- Location Map
- Exhibit A – Property Description/Survey
- Exhibit B – Site Plan
- Exhibit C – Elevations/Floor Plan/Sign Plan
- Exhibit D – Landscape Plan

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map



Exhibit A – Property Description/Survey

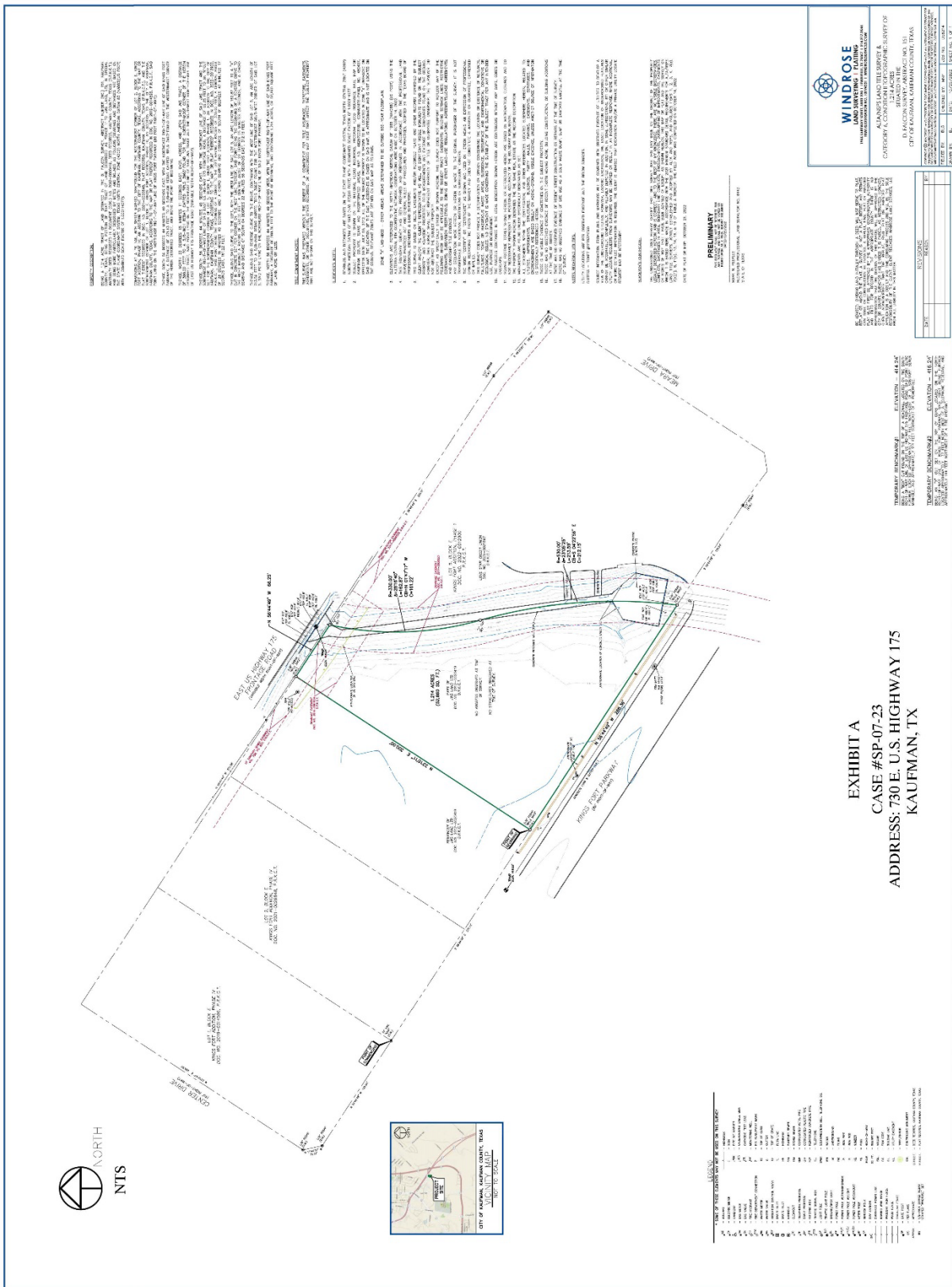


Exhibit B – Site Plan

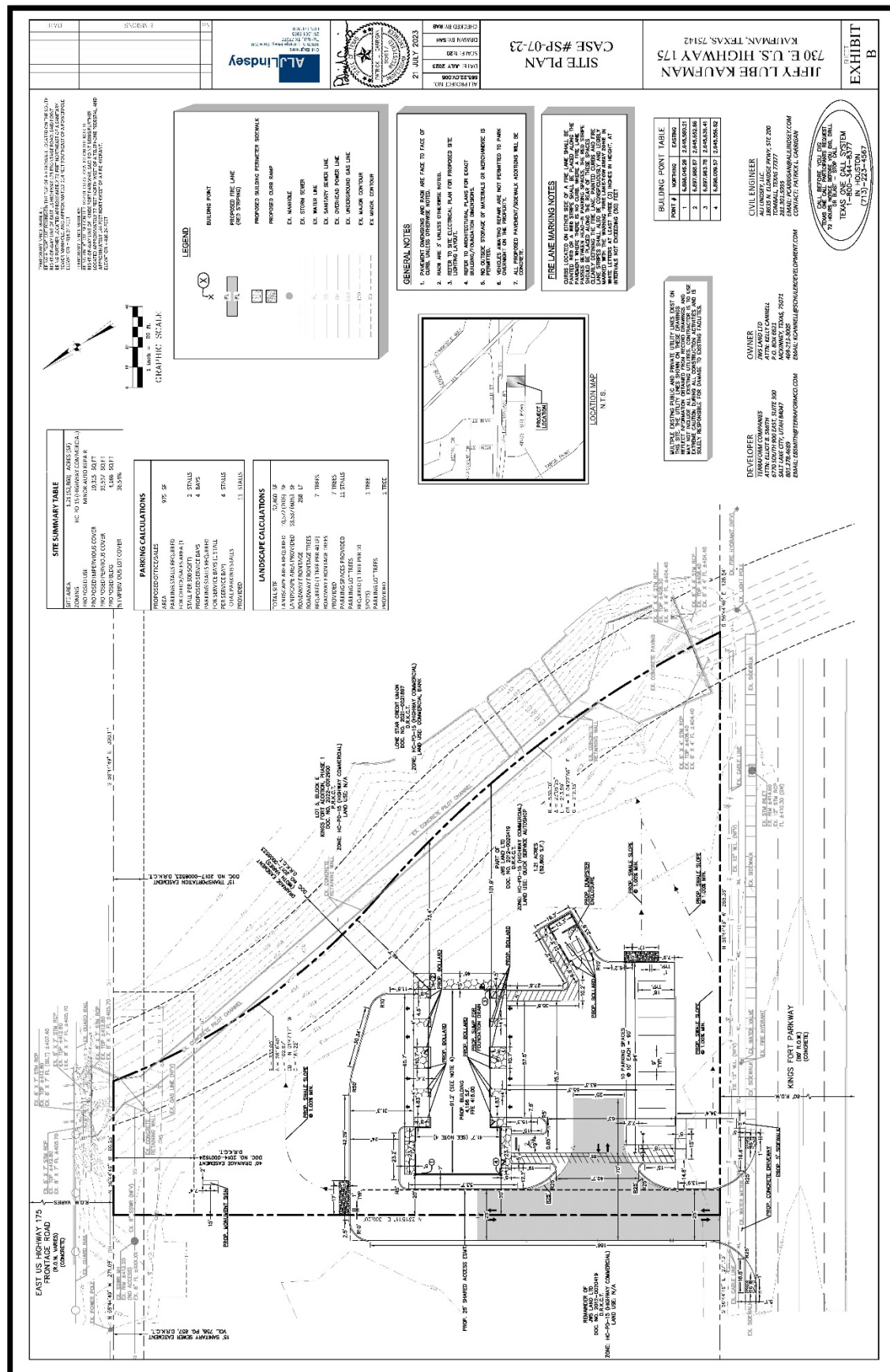


EXHIBIT C

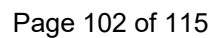


Exhibit C – Floor Plan (Lower Level)

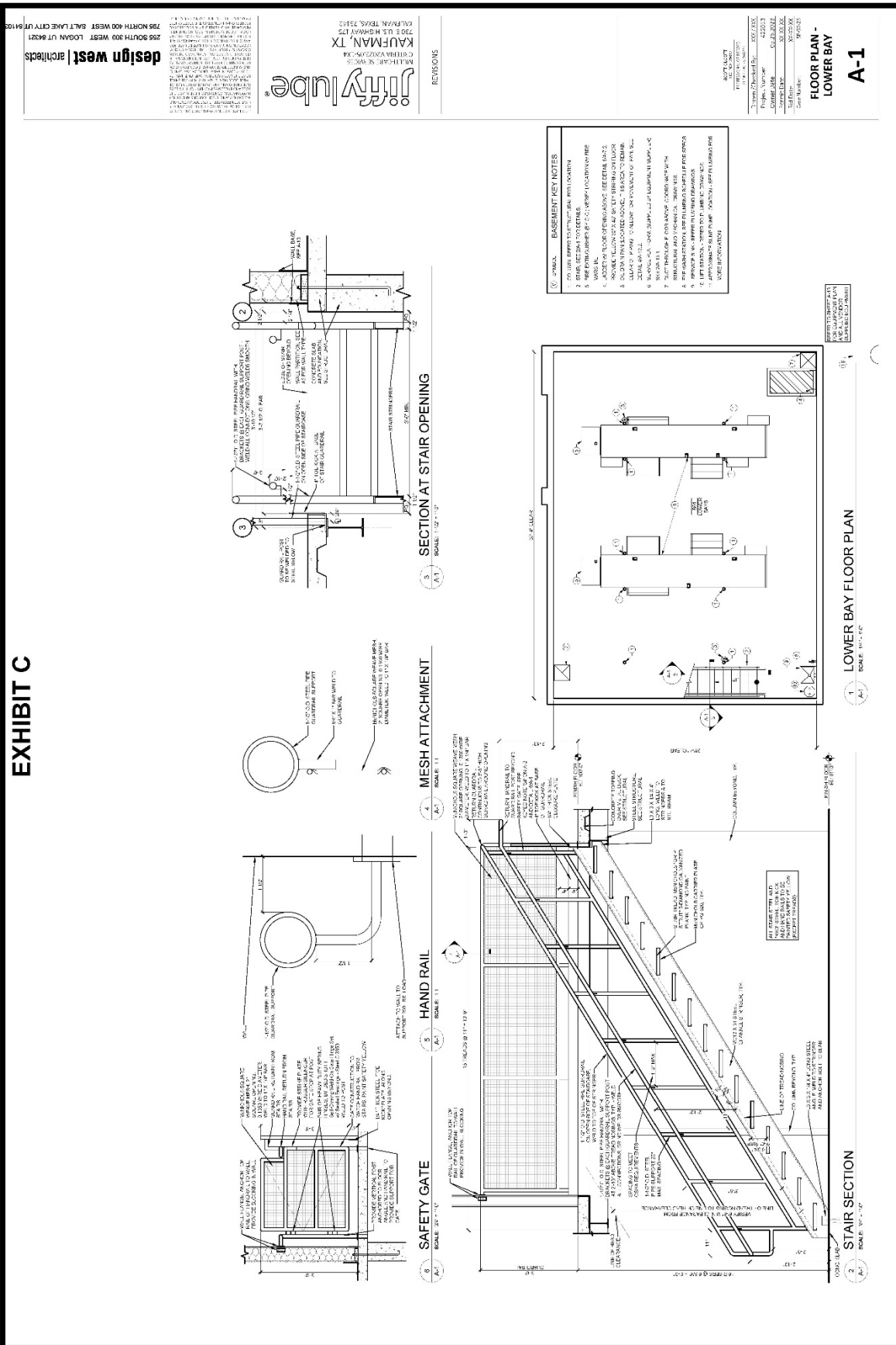


Exhibit C – Building Elevations

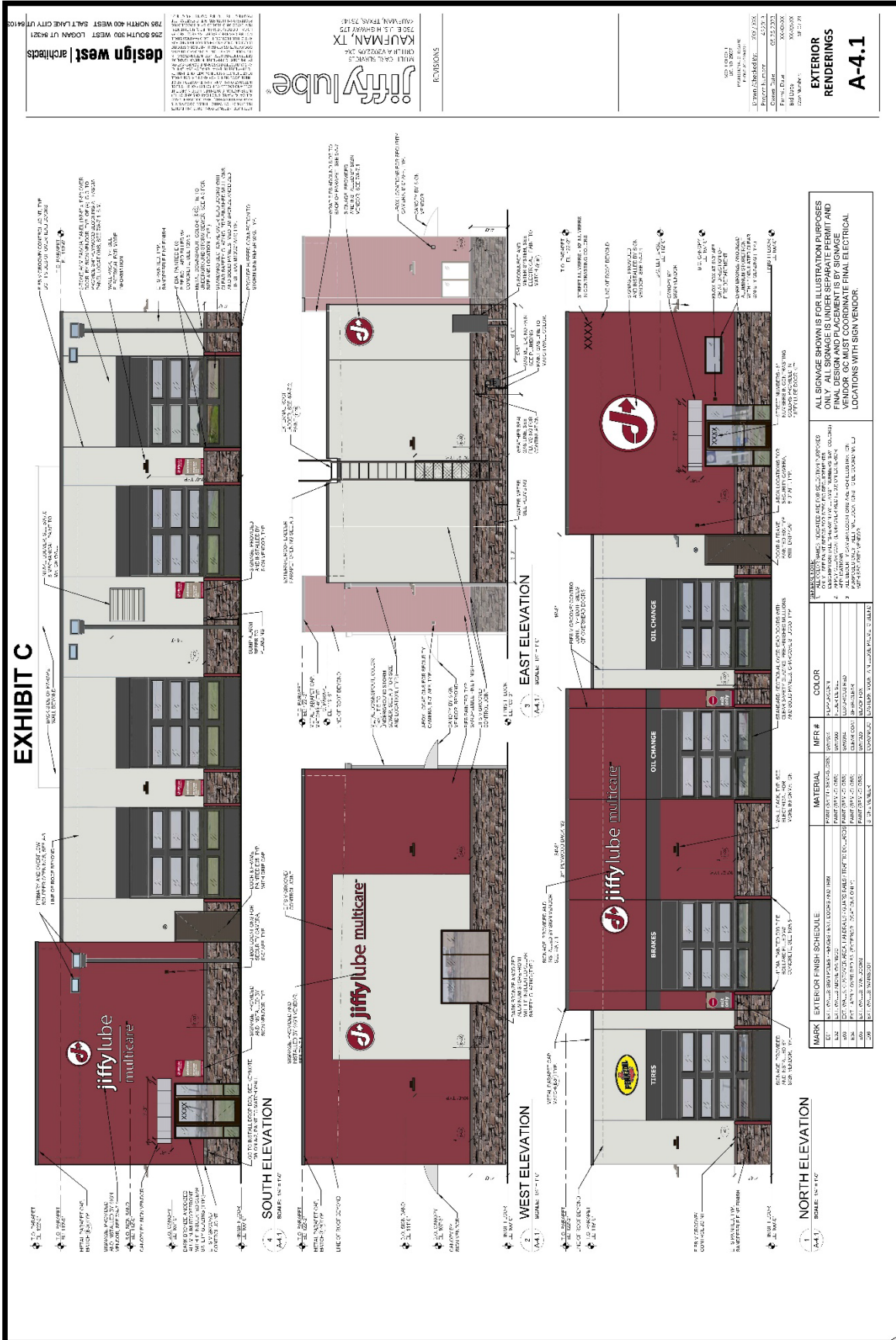


Exhibit C – Wall Signage Plan

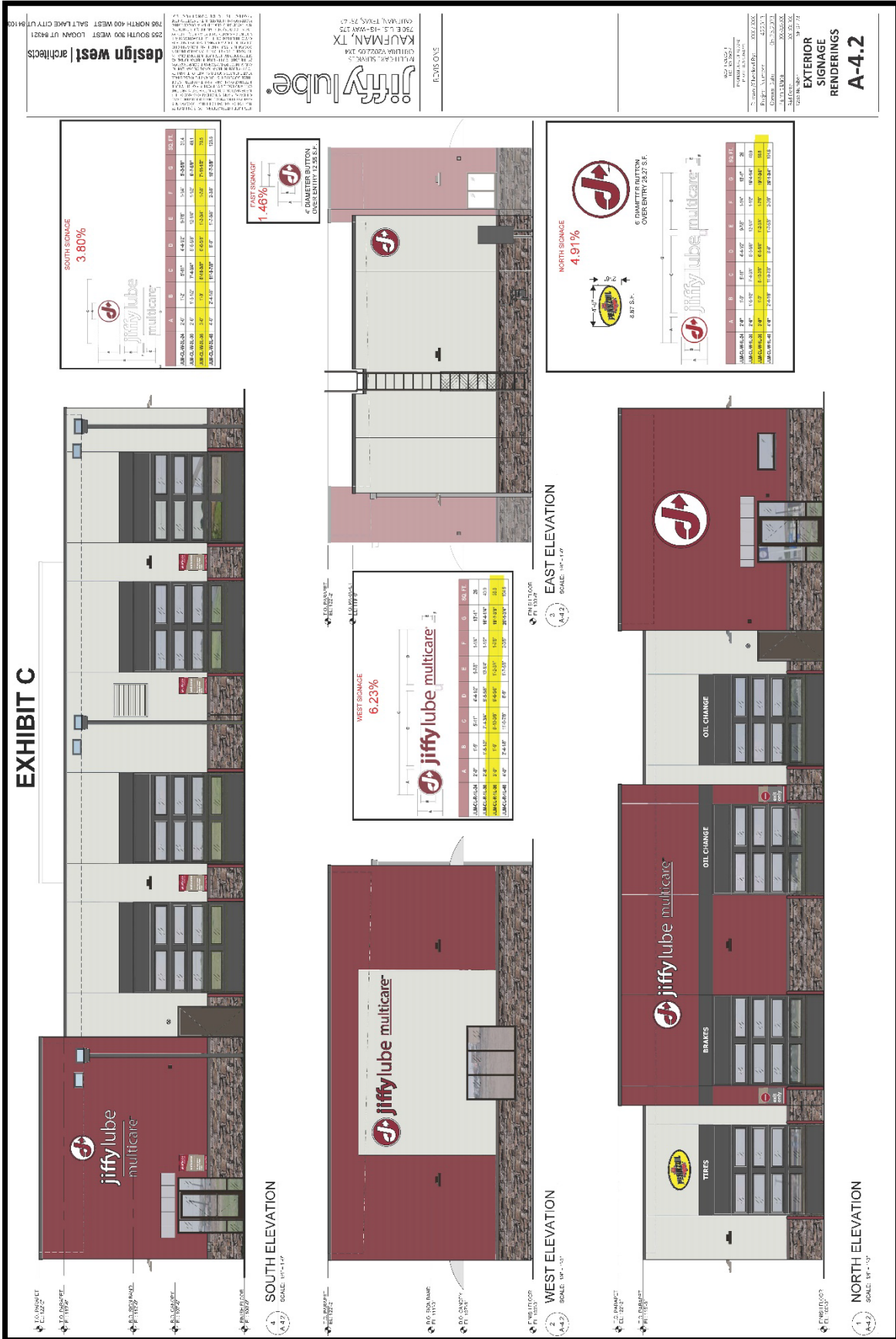


EXHIBIT C

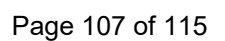
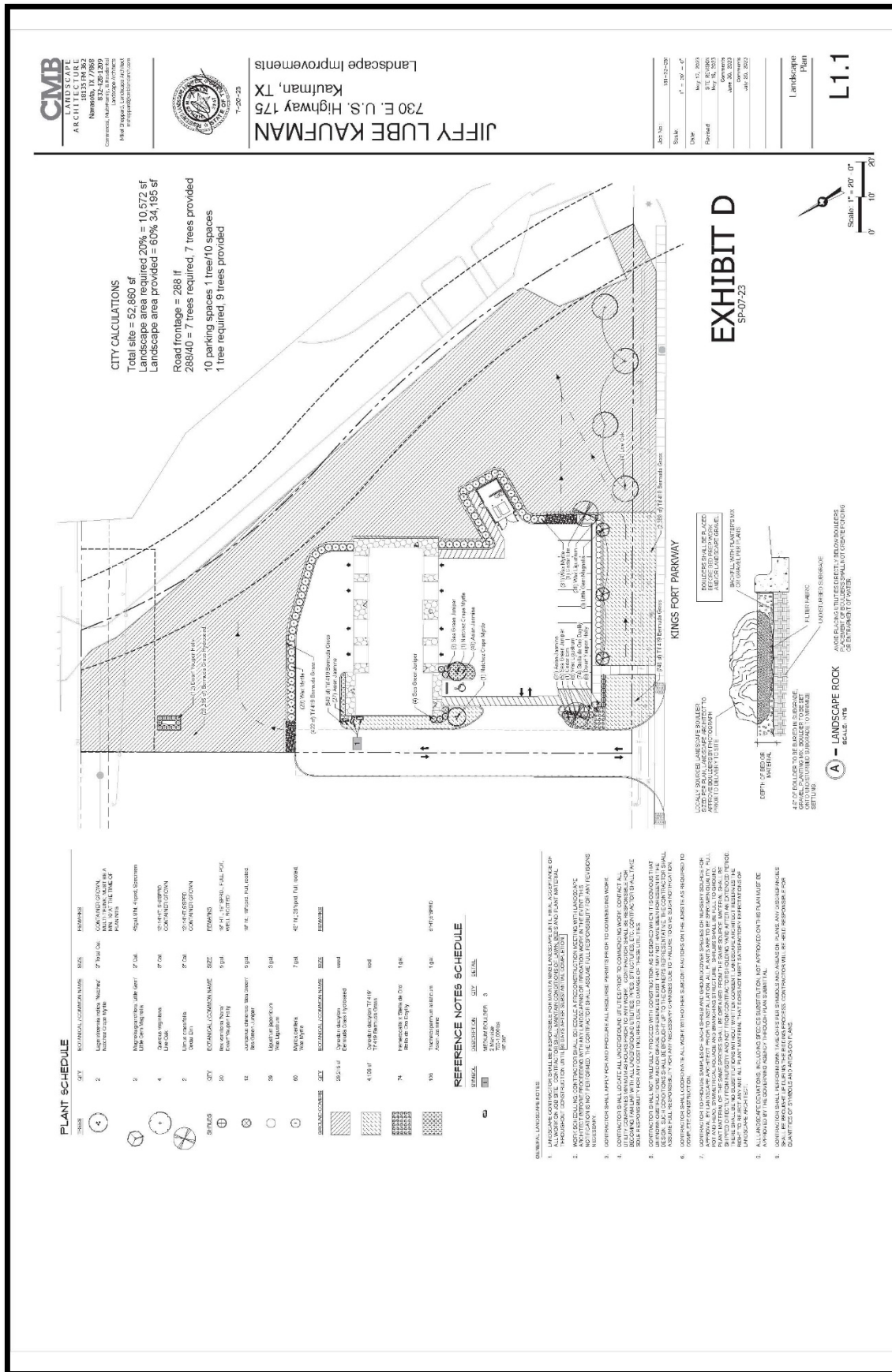


EXHIBIT C

Page 108 of 115

Exhibit D – Landscape Plan





Planning and Zoning Commission Report

Meeting Date: August 1, 2023

SUBJECT: Consider and make a recommendation to City Council on the **Final Plat of Kings Fort Addition, Phase IV, Block E, Lot 4**, being a tract of land containing 1.214 acres (Property ID 202752), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) and is generally located at 730 E. U.S. Highway 175. The final plat is for 1 non-residential lot. (Case No. FP-10-23)

SUMMARY:

Concurrent with site plan approval, the applicant is requesting a final plat of Lot 4, Block E, of Kings Fort Addition, Phase IV, to accommodate the development of a Jiffy Lube auto care center on 1.214 acres. The subject property is located at 730 East U.S. Highway 175. The preliminary plat for the undeveloped portions of the Kings Fort development (including this property) was revised in January 2023 and the property was zoned Planned Development 15 – Highway Commercial (“PD-15-HC”) in 2017.

A shared access easement along the west property line will provide the primary access for the subject property as well as the future Lot 3 to the west. A fire lane will also be included within a portion of that easement, with a small stub to the east into the parking lot. A 50’ regional drainage easement straddles the east property line and a 40’ drainage easement and 15’ sanitary sewer easement are located along the north side of the property.

The lot meets the minimum area and setback requirements for the zoning district. Water and wastewater services to the property will be provided by the City of Kaufman.

THOROUGHFARE PLAN:

The Thoroughfare Plan designates East Highway 175 as a major regional arterial (Type AA; 6 lanes), with a right-of-way width of 240 feet. Kings Fort Parkway is designated as a major collector (Type C; 4 lanes), with a right-of-way width of 80’. The necessary right-of-way for both thoroughfares already exists at this location.

RECOMMENDATION:

Staff recommends approval of the Final Plat of Lot 4 of Block E of the Kings Fort Addition, Phase IV with the following condition:

1. The recording information for the off-site portions of the access easement and fire lane easement will be added to the plat prior to plat recordation.

ATTACHMENTS:

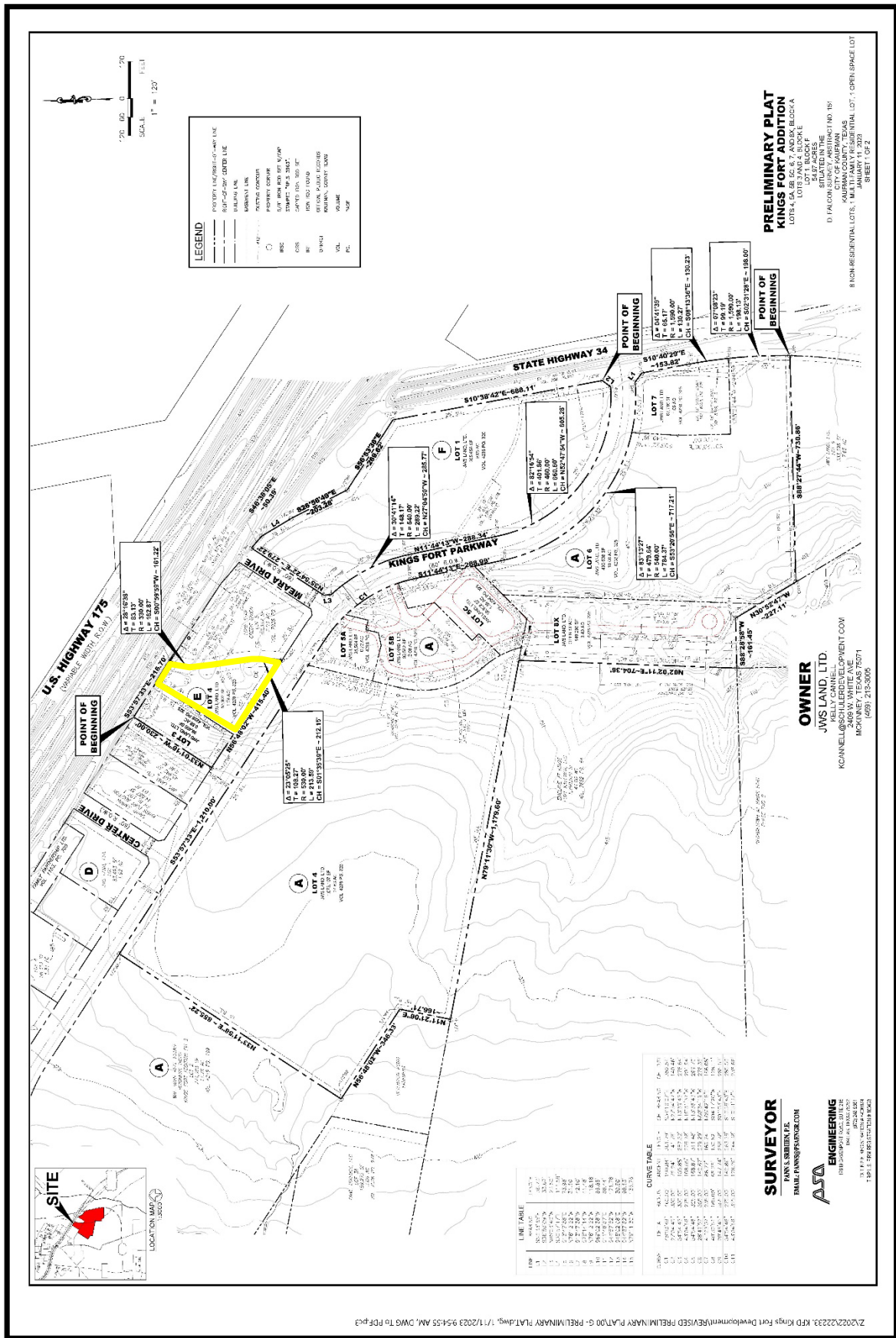
- Location Map
- Approved Preliminary Plat of Kings Fort Addition

- Final Plat of Kings Fort Addition, Phase IV, Block E, Lot 4

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org

Location Map





VICINITY MAP
NOT TO SCALE

2.6 Acre Parcel
100' Wide Easement

L.L. YORK SURVEY A-208
B. FALCON SURVEY A-101

EAST US HIGHWAY 175
FRONTAGE ROAD
(VARIABLE WIDTH RIGHT-OF-WAY)

S 39° 45' 00" E

LOT 2, BLOCK E
KINGS FORT ADDITION, PHASE IV
DOC. NO. 2021-0025848, P.R.K.C.T.

SCALE: 1" = 30'

POINT OF COMMENCING

800.00%

**LOT 4, BLOCK E
1.214 ACRES
(52,860 SQ. FT.)**

LOT 5, BLOCK E
KINGS FORT ADDITION, PHASE 1

LONE STAR CREDIT UNION
DOC. NO. 2021-0021897
D.R.K.C.T.



WINDROSE
LAND SURVEYING | PLATTING

LAND SURVEYING | PLATTING
1955 LAKEWAY DRIVE, SUITE 220 | LEWISVILLE, TX 75057 | 214.217.2544
FIRM REGISTRATION NO. 10194331 | WINDROSESERVICES.COM

Point of Contact:
Stephen Salcido
972-370-5871

FINAL PLAT
KINGS FORT ADDITION,
PHASE IV
LOT 4, BLOCK E

1.214 Acres
Sited in the
D. Falcon Survey, Abstract Number 15
City of Kaufman,
Kaufman County, Texas
1 non-residential lot
Last Revision Date: 07/19/2023

-- 2023 --
City Case No. FP-10-23
PAGE 1 OF 2

SERVITUDES NOTE:

1. Bearings and distances are based on Texas State Plane Coordinate System, North Central Zone 4202, North American Datum of 1983 (NAD 83) (U.S. Foot) with a combined scale factor of 1.00011097.
2. This property lies within Zone "C" (Unloaded of the Flood Insurance Rate Map for Kaufman County, Texas and is not in a Special Flood Hazard Area. The property was not in a Special Flood Hazard Area on the Flood Insurance Rate Map of July 05, 2012, as related map location and graphic information are not shown.
3. Actual lines shown herein are approximate in location.

Notes: Setting a portion of this addition by metes and bounds is a violation of drainage ordinance and state planning statutes and is subject to fines and withholding of utilities and building certificates.

4. The purpose of this plat is to create one (1) recorded lot.
5. This plat does not alter or remove existing deed restrictions, if any, on this property.
6. The fire lane and access easement is for the use of Lot 4 of Block E and future Lot 3 of Block E. No improvements shall be, nor shall any obstructions be allowed to occur that impede ingress or egress on the fire lane and access easement.
7. The fire lane and access easement shall be maintained by the property owners.
8. Blocking the flow of water in drainage structures and filling or obstructing of drainage facilities or blockways with trees, trees, bushes, structures, trash, debris, etc. prohibited; maintenance of drainage easements and drainage facilities will be the responsibility of the individual lot owners and/or the property owner of the drainage easement.
9. The drainage easements or facilities are for the control of erosion. This City of Kaufman will not be responsible for any damage, personal injury, or loss of life or property occasioned by flooding or flooding conditions.



Planning and Zoning Commission Report

Meeting Date: August 1, 2023

Consent: No

Discussion/Action: Yes

SUBJECT: Discuss a **text amendment** to the City of Kaufman Comprehensive Zoning Ordinance O-02-07, as amended, and Chapter 118, "Zoning" of the City of Kaufman's Code of Ordinances, to add the use "**Donation Box**" to certain Zoning Districts by amending Chart 3 "Accessory & Incidental Uses" of Section 33.4 "Use Regulations"; adding "Donation Box" to Section 33.5 "Definitions"; and adding "Donation Box" specifications to Section 37.5 "Accessory Building and Use Regulations" (Case No. Z-03-23)

BACKGROUND/SUMMARY:

The Planning and Zoning Commission was presented with a discussion regarding Donation Boxes at the May 2, 2023 meeting. City Council discussed the item in a work session at the May 22, 2023 meeting and asked our attorney to research what other cities require.

Draft ordinance language has been drafted for review. Please review the draft ordinance language and send any feedback to staff ahead of the August 1, 2023 meeting.

ATTACHMENTS:

Draft Ordinance Language

Joy Henderson
Planner I
972-932-2216 ext. 115
jhenderson@kaufmantx.org

Andrew Bogda, AICP
Director of Development Services
972-932-2216 ext. 117
abogda@kaufmantx.org