



AGENDA
PLANNING AND ZONING COMMISSION MEETING
TUESDAY, MAY 7, 2024 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 April 2, 2024 Planning and Zoning Commission meeting.

END OF CONSENT AGENDA

PUBLIC HEARING

DISCUSSION/ACTION ITEMS

2. Consider and make a recommendation to City Council on the **Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1**, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition, being a tract of land containing 52.454 acres (Property IDs 202753), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman

County, Texas. The property is zoned Highway Commercial ("HC"), Planned Development – 17R – Multi-Family Residential-2 ("PD-17R-MF-2"), and Planned Development 15 – Light Industrial ("PD-15-LI") and is generally located at 1902 E. U.S. 175, with right-of-way extending up to SH 34. The final plat is for 1 non-residential lot and right-of-way. (Case No. FP-04-24)

3. Consider and make a recommendation to City Council on the **Preliminary Plat of Lexington Addition, Phase 2**, being a tract of land containing 2.430 acres, situated in the A.L. Carter Survey, Abstract No. 98, City of Kaufman, Kaufman County, Texas, said property being generally located on the east side of S. Wilson St. and at the east end of E. 3rd St. (Property IDs 36568 & 60582). The property is zoned Townhouse Residential ("TH"). The final plat is for 11 residential lots (to accommodate 22 duplex units) and right-of-way. (Case No. PP-01-24)

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, MAY 3, 2024 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 MEETING
TUESDAY, APRIL 2, 2024 AT 6:00 PM
KAUFMAN CITY HALL
COUNCIL CHAMBERS
209 SOUTH WASHINGTON STREET
KAUFMAN, TEXAS 75142

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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 6:00 p.m. on Tuesday, April 2, 2024. Commissioners present were Chairman Richard Dunn, Vice-Chairman Burton Brown, Commissioner Lindsey Haynes, Commissioner Porfirio Lopez, Commissioner Kathleen Sisson, Commissioner Mike Slye, and Commissioner Kathy Thorpe. City of Kaufman staff present were Director of Development Services Andrew Bogda and Planner Joy Henderson. Present in the audience were Dwayne Baumgartner and Elizabeth Bates.

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

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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 February 6, 2024 Planning and Zoning Commission meeting.

END OF CONSENT

AGENDA

Commissioner Slye made a motion to approve the consent agenda for item 1. The motion was seconded by Commissioner Sisson. The motion passed by a vote of 7-0.

PUBLIC HEARING

2. Conduct a public hearing and make a recommendation to City Council on a request for a **Specific Use Permit (SUP-56)** for alcoholic beverage sales in conjunction with a restaurant (B&B Steakhouse and Meat Market) on approximately 0.11 acres out of the J.B. Cole Survey, Abstract No. 84, City of Kaufman, Kaufman County, Texas, being part of Lots 2 and 3 of Block 15, Kaufman Original, generally located at 112 N. Washington St. (Property ID 28477). The property is zoned CBD Central Business District. (Case No. Z-01-24)

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

Director of Development Services Andrew Bogda presented a report on the **Specific Use Permit (SUP-56)** for alcoholic beverage sales in conjunction with a restaurant, generally located 112 N. Washington Street, City of Kaufman. Details of the case can be found in report Z-01-24 dated 04-02-2024.

Vice-Chairman Brown asked if there will be any outdoor dining, if the rear entrance would be open to the public, and if there would be any revisions to the awnings.

Commissioner Sisson asked for the days and hours of operations.

Dwayne Baumgardner stated they will be open from 9 am until 10 pm Monday through Saturday. They will employ 20-30 people and they are hoping to open in the fall. The County will give them access to the back easement by marking an area as a loading only zone. This is where the grease trap and dumpster will be going. The rear entrance will not be open to the public and they intend to have a few tables on the sidewalk in front to accommodate outdoor dining. B&B is short for Baumgartner & Bates, the owners of the business.

The Public Hearing was closed at 6:11 p.m.

Commissioner Lopez made a motion to approve a **Specific Use Permit (SUP-56)** for alcoholic beverage sales in conjunction with a restaurant (B&B Steakhouse and Meat Market) located at 112 N. Washington Street with the following conditions:

1. The Property, including all buildings, premise, or land used pursuant to this SUP-56 shall not be enlarged, modified, structurally altered, added to, or otherwise significantly changed in size nor from the layout on the approved Site Plan and associated exhibits (Floor Plan and Elevations/Photos) unless an

amendment to SUP-565 is first approved by the City Council specifically authorizing such enlargement, modification, structural alteration, or change to the Property, Site Plan, or associated exhibits.

2. The Owner and/or Operator of the Property shall possess and continuously maintain a current Texas Alcoholic Beverage Commission (TABC) Private Club license for the continued operation of the Property for Central Business District with Specific Use Permit-56 zoning designation.
3. The Owner and/or Operator of the Property shall possess and continuously maintain a current City of Kaufman Alcohol Permit for the Property.
4. All sales of alcoholic beverages shall be allowed for on-premise consumption only.
5. Fifty percent (50%) or more of sales transactions upon the Property shall be from food.

The motion was seconded by Commissioner Slye. The motion passed by a vote of 7-0.

3. Conduct a public hearing and make a recommendation to City Council amending and replacing Chapter 9B, "**Subdivision Ordinance**" of the Code of Ordinances of the City of Kaufman to adopt new **subdivision regulations** and **standards of design and construction** applicable to the City of Kaufman and the City's extra-territorial jurisdiction (ETJ).

The Public Hearing was opened at 6:15 p.m.

Director of Development Services Andrew Bogda presented a report on the proposed **Subdivision Ordinance**. Details of the case can be found in report S-01-24 dated 04-02-2024.

Chairman Dunn asked if this ordinance addresses property in the ETJ.

Commissioner Slye asked if the current projects will be grandfathered.

Commissioner Lopez asked who we modeled the Ordinance after.

Mr. Bogda stated that the ordinance does provide for regulations of property in the ETJ, stated that there are regulations to provide for vested rights for existing projects, and stated that the Ordinance was modeled after the City of Celina's but heavily revised to provide for regulations unique to the City of Kaufman and our goals, policies, and current practices.

The Public Hearing was closed at 6:33 p.m.

Commissioner Sisson made a motion to approve amending and replacing Chapter 9B, "**Subdivision Ordinance**" of the Code of Ordinances of the City of Kaufman to

adopt new **subdivision regulations** and **standards of design and construction** applicable to the City of Kaufman and the City's extra-territorial jurisdiction (ETJ) with the following condition:

1. The regulations are subject to final review by the City Attorney.

The motion was seconded by Vice-Chairman Brown. The motion passed by a vote of 7-0.

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

Director of Development Services Andrew Bogda provided the following updates:

- The next Planning and Zoning Commission meeting will be on May 7th at 6:00 pm. Assistant City Manager Rachel Mendoza will present the cases and Gladis Saldana will be at the meeting to take minutes.
- Sol Fest will be held on Monday April 8th to celebrate the solar eclipse.

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 at 6:44 pm was made by Commissioner Lopez and seconded by Commissioner Sisson. The motion passed by a vote of 7-0.

APPROVED:

RICHARD DUNN
CHAIRMAN

ATTEST:

JOY HENDERSON
PLANNER



Planning and Zoning Commission Report

Meeting Date: May 7, 2024

SUBJECT: Consider and make a recommendation to City Council on the **Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1**, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition, being a tract of land containing 52.454 acres (Property IDs 202753), situated in the D. Falcon Survey, Abstract No. 151, City of Kaufman, Kaufman County, Texas. The property is zoned Highway Commercial ("HC"), Planned Development – 17R – Multi-Family Residential-2 ("PD-17R-MF-2"), and Planned Development 15 – Light Industrial ("PD-15-LI") and is generally located at 1902 E. U.S. 175, with right-of-way extending up to SH 34. The final plat is for 1 non-residential lot and right-of-way. (Case No. FP-04-24)

SUMMARY:

The applicant is requesting a final plat of Lot 1, Block A, of Kaufman County Justice Center Addition, being a revision of Lot 1 of Kaufman County Law Enforcement Center Addition. The Justice Center property was originally platted in 2002 and the purpose of this final plat is to provide additional right-of-way for the "Connector Roads" project, which will provide access roads around the southeast and west sides of the Justice Center to provide additional points of access on SH 34 and US 175 to relieve peak-hour congestion at the single existing full access point on US 175, improve public safety, facilitate improved overall access and circulation, and provide access to surrounding properties to support future development.

The additional right-of-way is located on a mixture of County and City property, as well as land that had previously been owned by the Kaufman EDC. The roadway on the southeast side of the Justice Center will be called Wayne Gent Drive (named after the longtime Kaufman resident and decorated U.S. Marine who served as County Judge) and the roadway on the west side of the Justice Center will be called Prairie Branch Road (named after the creek in which it runs alongside of). The roads are already under construction and this plat is necessary to legally dedicate the roadways as public right-of-way. Wayne Gent Drive is classified as a Collector Road with an 80' right-of-way and the entire 80' will be dedicated by this plat; however, only a 24'-wide two-lane section (half the roadway width) will be built at this time. Prairie Branch Road is classified as a Minor Arterial with a 100' right-of-way and a 4-lane divided roadway; only 50' will be dedicated with this plat, with only a 24'-wide two-lane section (half the roadway) to be built at this time. The remaining right-of-way will be dedicated (and the other half constructed) as the properties to the west are platted and developed.

A 20' utility easement along U.S. 175 and a 15' drainage easement along the west side of Lot 1R will remain. In addition, a 15' utility easement along Wayne Gent Drive will be dedicated by this plat, while the existing fire lanes and access drives on Lot 1R will also be dedicated as

easements with this plat. In addition, the location of the floodplain along the west side of Lot 1R is shown. Prairie Branch Road will include a box-culvert crossing of the namesake creek.

Lot 1R meets the minimum area and setback requirements for the zoning district. Water and wastewater services to the property are provided by the City of Kaufman.

THOROUGHFARE PLAN:

The Thoroughfare Plan designates US 175 as a Freeway and SH 34 as a “Major Regional Arterial” (Type AA; 6 lanes), with a right-of-way width of 120 feet. The necessary right-of-way for US 175 and SH 34 already exists. Prairie Branch Road is designated as a “Minor Arterial” (Type B; 4 lanes, divided), with a right-of-way width of 100 feet. Half the right-of-way (50 feet) for Prairie Branch Road will be dedicated with this plat, with the other half to be dedicated when properties to the west are platted. Wayne Gent Drive is designated as a “Collector” (Type C; 4 lanes), with a right-of-way width of 80 feet. The full right-of-way needed for Wayne Gent Drive will be dedicated with this plat.

RECOMMENDATION:

Staff recommends approval of the Final Plat of Lot 1 of Block A of the Kaufman County Justice Center Addition with the following condition:

1. The recording information for the deed for the portion of property to be acquired by Kaufman County from the Kaufman Economic Development Corporation is added to the plat prior to plat recordation.
2. The addresses (as assigned by Kaufman County 911 Addressing and approved by the City) are added to the plat prior to plat recordation.

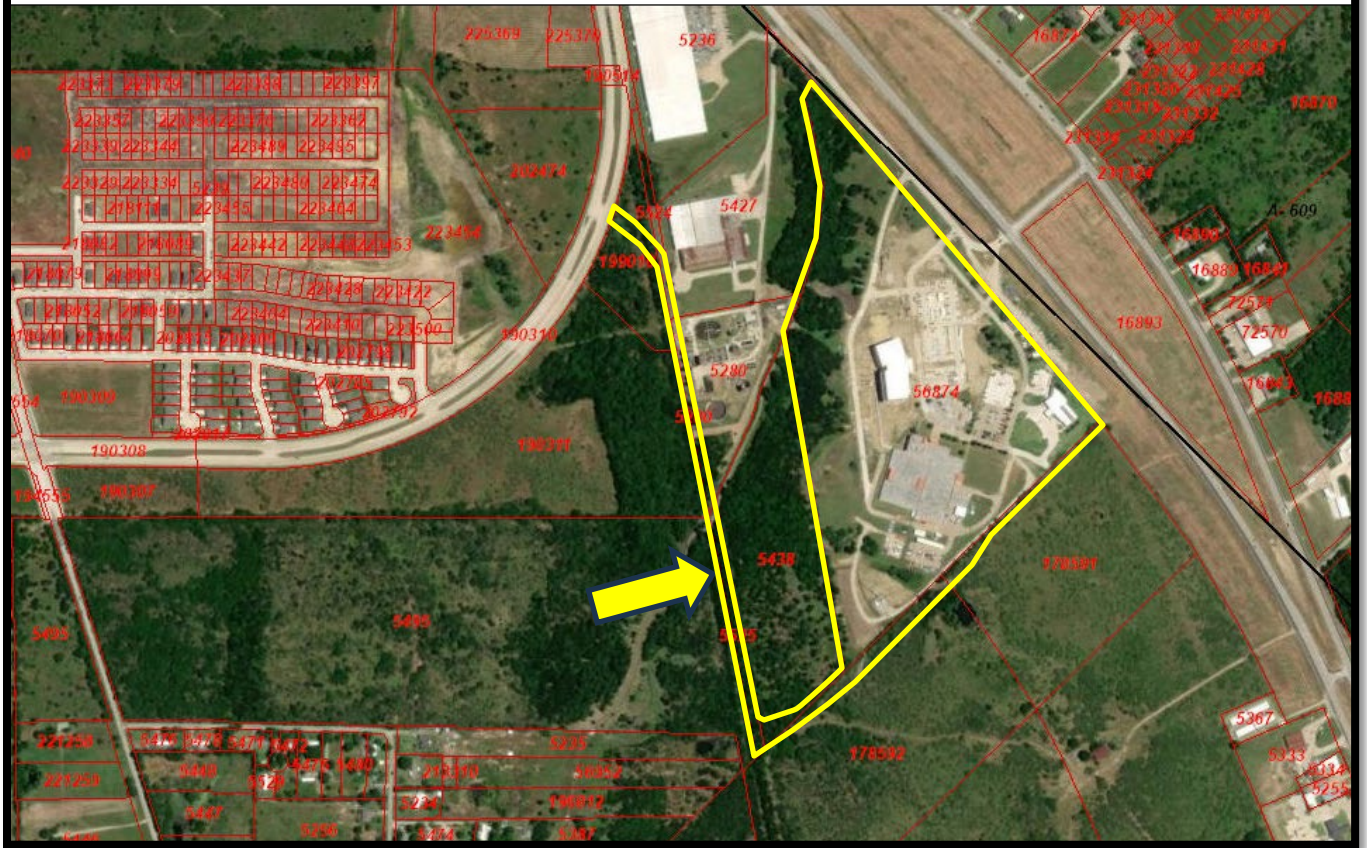
ATTACHMENTS:

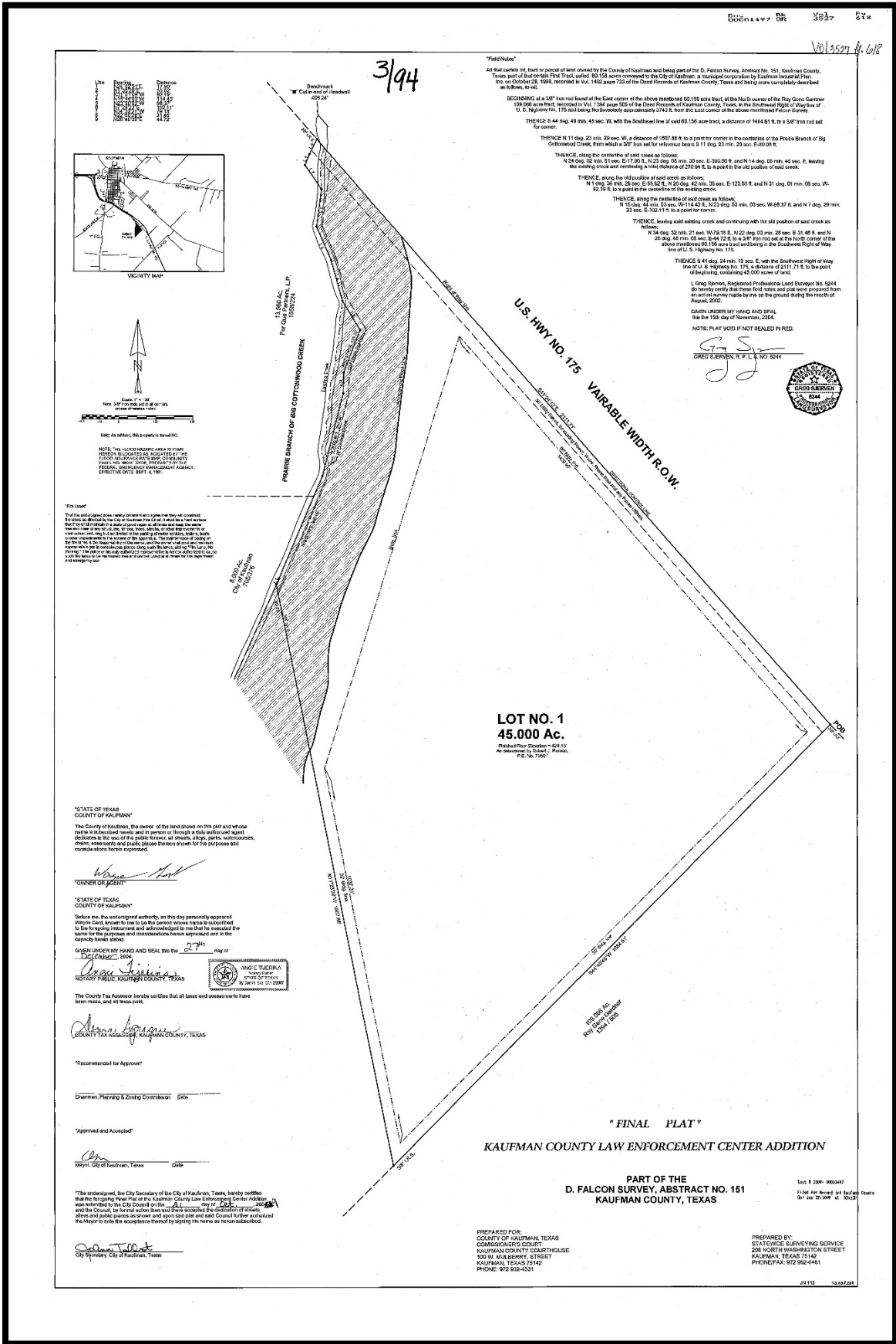
- Location Map
- Previously Approved Final Plat of Kaufman County Law Enforcement Center Addition
- Final Plat of Kaufman County Justice Center Addition, Block A, Lot 1

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

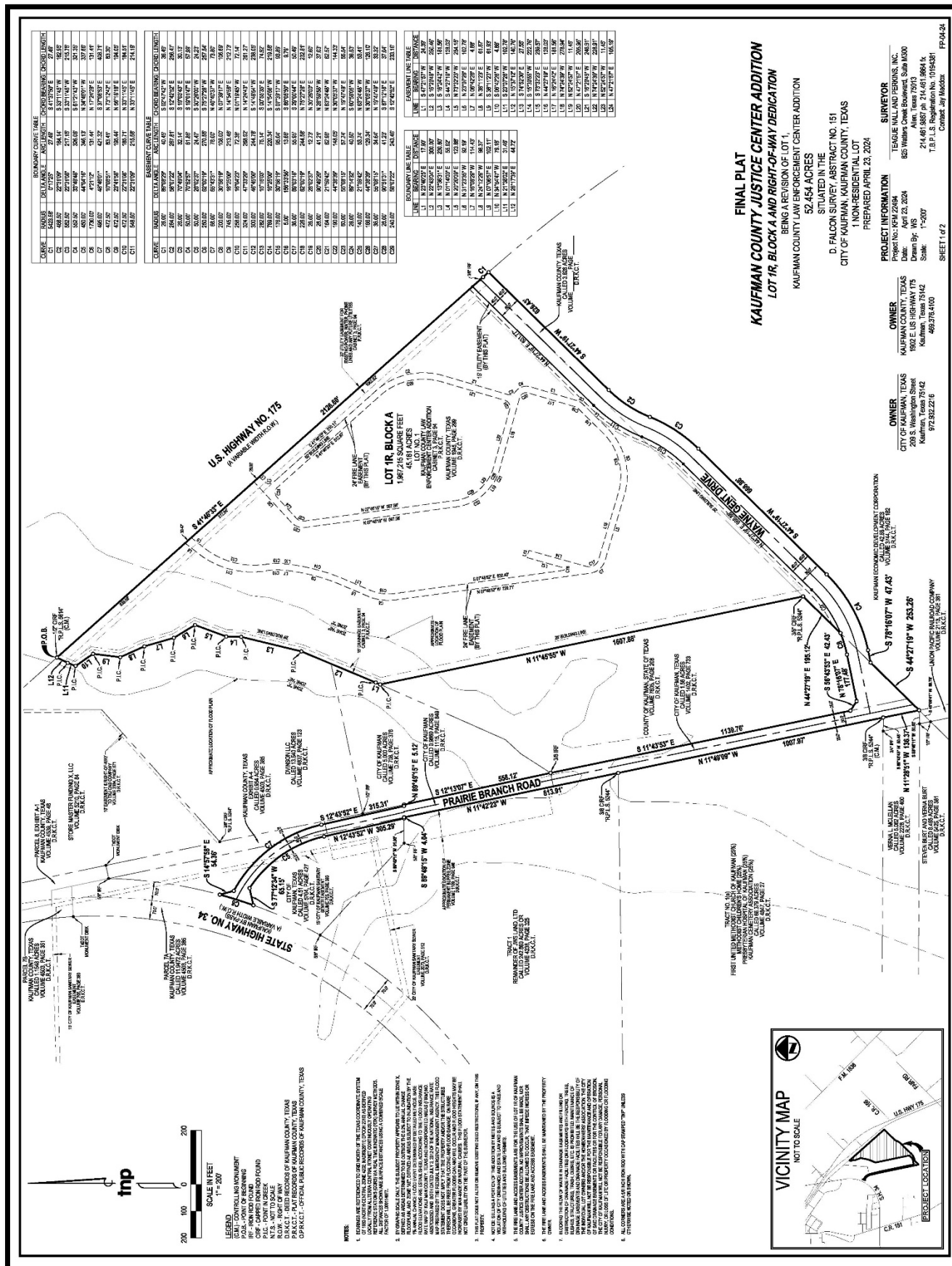
Location Map

Kaufman County Justice Center - Connector Roads





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Planning and Zoning Commission Report

Meeting Date: May 7, 2024

SUBJECT: Consider and make a recommendation to City Council on the **Preliminary Plat of Lexington Addition, Phase 2**, being a tract of land containing 2.430 acres, situated in the A.L. Carter Survey, Abstract No. 98, City of Kaufman, Kaufman County, Texas, said property being generally located on the east side of S. Wilson St. and at the east end of E. 3rd St. (Property IDs 36568 & 60582). The property is zoned Townhouse Residential ("TH"). The final plat is for 11 residential lots (to accommodate 22 duplex units) and right-of-way. (Case No. PP-01-24)

SUMMARY:

The applicant is requesting a preliminary plat of Lexington Addition, Phase 2, which will create 11 residential lots to accommodate 22 duplex units on 2.43 acres. The property is located on the east side of S. Wilson St. at the eastern end of E. 3rd St. Two of the lots will front on Wilson St., while the balance of the lots will be served by an extension of E. 3rd St. which will terminate at a cul-de-sac.

The lots range in size from 6,893 sq. ft. to 12,621 sq. ft., with an average lot size of 8,256 sq. ft. The gross density is 9.05 units per acre. Lot 2 of Block A will require exceptions to the requirements for minimum lot area (7,000 sq. ft. required; 6,893 sq. ft. provided) and minimum side yard for corner lots adjacent to a street (15 ft. required; 10' provided); these exceptions will be sought at the time of final plat.

In addition to the full 50' right-of-way for the extension of E. 3rd St., this plat will also include utility easements along the frontage of each lot. In order to accommodate drainage, a variable-width drainage easement will be provided along the back of the lots on the north side of E. 3rd St., a 15' drainage easement will be dedicated along the east side of the property, and drainage and utility easements will be provided along the sides and rear of some of the lots along 3rd St. The development will tie into existing sanitary sewer and storm sewer infrastructure to the north, south, and east, and water lines located in the existing street network.

Excluding the exceptions being sought for Lot 2 of Block A, the lots will meet 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:

E. 3rd St. and Wilson St. are local streets, each with a right-of-way width of 50', and are not included on the Thoroughfare Plan.

RECOMMENDATION:

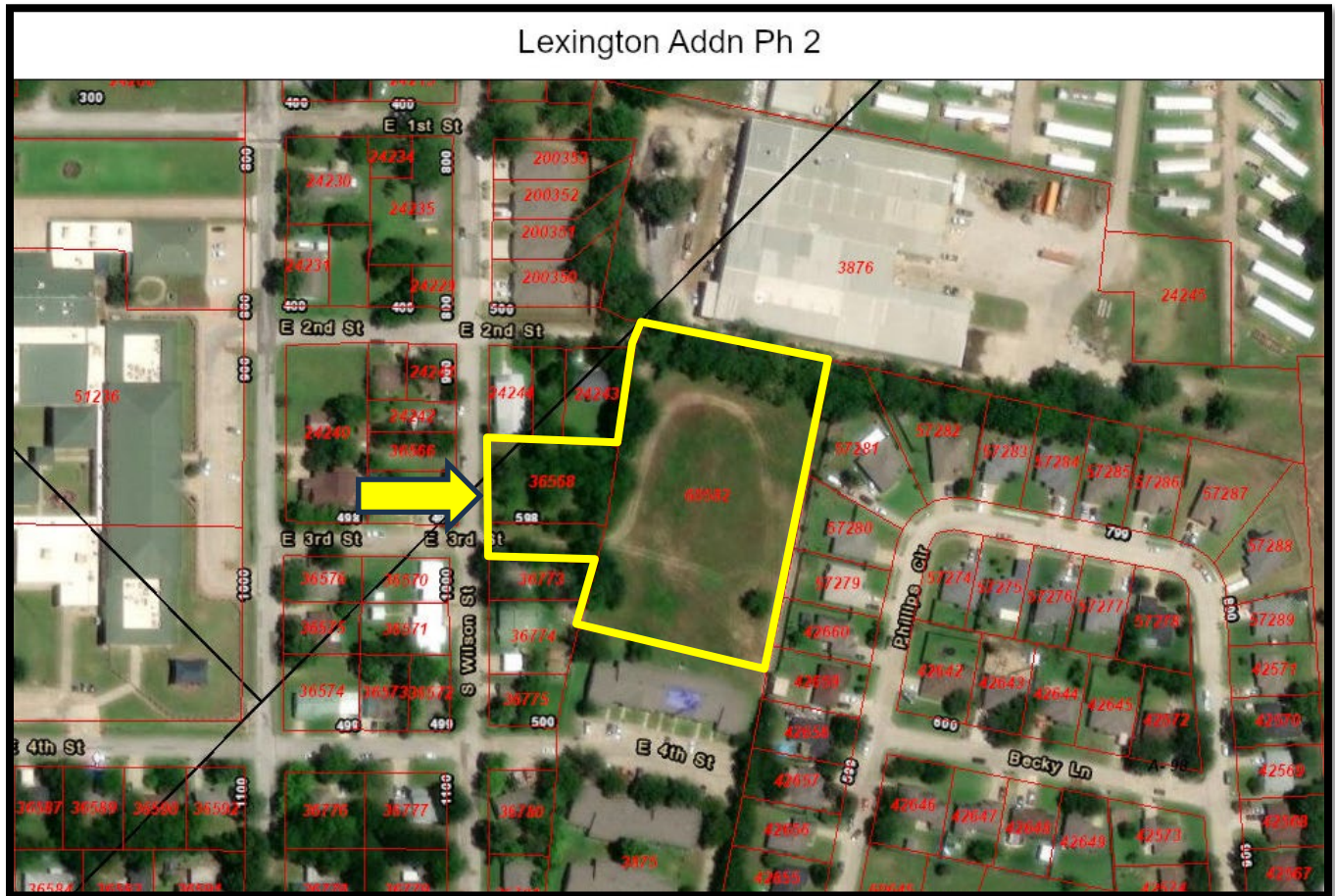
Staff recommends approval of the Preliminary Plat of Lexington Addition, Phase 2.

ATTACHMENTS:

- Location Map
- Preliminary Plat of Lexington Addition, Phase 2

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

Location Map



Preliminary Plat of Lexington Addition, Phase 2

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