



## PLANNING AND ZONING COMMISSION MINUTES

On this the 9<sup>th</sup> of September 2024, the Planning and Zoning Commission of the City of Burnet convened in Regular Session, at 6:00 p.m. at the City of Burnet's Council Chambers located at 2402 S Water St., Burnet, Texas 78611 at which time the following subjects were discussed:

### 1. CALL TO ORDER:

The meeting was called to order at 6:00 p.m. by Vice-Chairman Calib Williams.

### 2. ROLL CALL:

Members present: Calib Williams, Glen Teague, Derek Fortin, and Glen Gates

Members absent: None

Guests: Mary Jane Shanes

Others present: David Vaughn, City Manager, Keith McBurnett, Assistant to the City Manager, Leslie Kimbler, Planning Manager, and Bobbi Havins, Development Services Coordinator

### 3. CONSENT AGENDA ITEMS: All the following items on the Consent Agenda are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these items unless a Commission member, staff member or citizen requests removal of the item from the consent agenda for the purpose of discussion. For removal of an item, a request must be made to the Commission when the Consent Agenda is opened for Commission action.

- 3.1) Minutes of the meeting of the Planning and Zoning Commission of the City of Burnet, Texas held on August 5th, 2024. There being no objections, Vice-Chairman Williams approved the minutes as presented.

### 4. PUBLIC HEARINGS:

- 4.1) Public Hearing and Consideration of the following: Plat applications, Zoning Amendments and Zoning Classifications presented by Leslie Kimbler, Planning Manager:

- a) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY REZONING PROPERTY KNOWN AS 402 AND 404 NORTH WATER STREET FROM ITS CURRENT DESIGNATIONS OF MEDIUM COMMERCIAL – DISTRICT “C-2” AND SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF LIGHT COMMERCIAL – DISTRICT “C-1”; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

- (1) Staff Presentation – L. Kimbler
- (2) Public Hearing
- (3) Consideration and action.

Planning Manager, Leslie Kimbler, presented staff's report regarding the request to amend the Zoning Map of the City of Burnet, and reported one response received in favor. Vice-Chairman Williams opened the public hearing at 6:03 p.m. Guest Mary Jane Shanes spoke to the commission, representing a 94-year-old lady that is in favor of the request. There being no further comments, Vice-Chairman Williams closed the public hearing at 6:03 p.m. Commissioner Fortin asked if the request was made by the owner or the city. Planning Manager, Leslie Kimbler responded with City initiated. City Manager, David Vaughn responded that he had spoken with the owner and owner's real estate agent, he did not want to speak for them but after the conversation he believes they agree. Commissioner Gates made a motion to recommend approval of the proposed request. The motion was seconded by Commissioner Fortin. The motion carried with a vote of 4 to 0.

b) AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2012-09 AND THE OFFICIAL FUTURE LAND USE MAP OF THE CITY BY ASSIGNING PROPERTY KNOWN AS 102 E VALLEY STREET FROM ITS PRESENT DESIGNATION OF RESIDENTIAL TO A DESIGNATION OF GOVERNMENT; 1005 S MAIN STREET FROM THE PRESENT DESIGNATION OF RESIDENTIAL TO A DESIGNATION OF GOVERNMENT; 904 S MAIN STREET FROM THE PRESENT DESIGNATION OF RESIDENTIAL TO A DESIGNATION OF GOVERNMENT; PROPERTY DESCRIBED AS ABS. A0187 BB CASTLEBERRY, TRACT IN CREEK BED 3.03 ACRES FROM THE PRESENT DESIGNATION OF RESIDENTIAL TO A DESIGNATION OF GOVERNMENT; PROPERTY DESCRIBED AS EAST JOHNSON STREET DRAINAGE EASEMENTS FROM THE PRESENT DESIGNATION OF RESIDENTIAL TO A DESIGNATION OF GOVERNMENT; AND HIGHLAND ACRES EAST LOT PARK, SEC. 3 AND HIGHLAND ACRES EAST SEC. 3 DRAINAGE AND UTILITY EASEMENT FROM THEIR PRESENT DESIGNATION OF RESIDENTIAL TO A DESIGNATION OF GOVERNMENT; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

- (1) Staff Presentation – L. Kimbler
- (2) Public Hearing
- (3) Consideration and action.

Planning Manager, Leslie Kimbler, presented staff's report regarding amending the Future Land Use Map of the City of Burnet. Vice-Chairman Williams opened the public hearing at 6:07 p.m. There being no comments, Vice-Chairman Williams closed the public hearing at 6:07 p.m. Commissioner Gates asked if this is drainage easements only and Commissioner Teague asked if this is City initiated. Planning Manager, Leslie Kimbler replied yes to both questions. Commissioner Teague made a motion to recommend approval. The motion was seconded by Commissioner Williams. The motion carried with a vote of 4 to 0.

- c) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY REZONING PROPERTY KNOWN AS 102 E VALLEY STREET FROM THE PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; 1005 S MAIN STREET FROM THE PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; 904 S MAIN STREET FROM THE PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; PROPERTY DESCRIBED AS ABS. A0187 BB CASTLEBERRY, TRACT IN CREEK BED 3.03 ACRES FROM THE PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; PROPERTY DESCRIBED AS EAST SIDE WATER TANK LOT FROM THE PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; PROPERTY DESCRIBED AS EAST JOHNSON STREET DRAINAGE EASEMENTS FROM THE PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; AND HIGHLAND ACRES EAST LOT PARK, SEC. 3 AND HIGHLAND ACRES EAST SEC. 3 DRAINAGE EASEMENT FROM THEIR PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF GOVERNMENT – DISTRICT “G”; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

- (1) Staff Presentation – L. Kimbler
- (2) Public Hearing
- (3) Consideration and action.

Planning Manager, Leslie Kimbler, presented staff's report regarding the City initiated request to zone certain properties. Vice-Chairman Williams opened the public hearing at 6:11 p.m. There being no comments, Vice-Chairman Williams closed the public hearing at 6:11 p.m. Commissioner Fortin made a motion to recommend approval. The motion was seconded by Commissioner Gates. The motion carried with a vote of 4 to 0.

- d) A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS APPROVING THE “RE-PLAT” OF PETER KERR PORTION SUBDIVISION, LOT 1-B, BLOCK 17

- (1) Staff Presentation – L. Kimbler
- (2) Public Hearing
- (3) Consideration and action.

Planning Manager, Leslie Kimbler, presented staff's report regarding the approval of the "Re-Plat" of Peter Kerr Portion Subdivision, Lot 1-B, Block 17. Vice-Chairman Williams opened the public hearing at 6:14 p.m. There being no comments, Vice-Chairman Williams closed the public hearing at 6:14 p.m. Commissioner Teague made a motion to recommend approval of the "Re-Plat". The motion was seconded by Commissioner Gates. The motion carried with a vote of 4 to 0.

- e) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET TEXAS AMENDING CITY CODE OF ORDINANCES SECTION 98-23 (ENTITLED "CONSTRUCTION PLANS"); AND AMENDING CHAPTER 98, APPENDIX "A" TO AMEND THE FEE "CONSTRUCTION PLANS INSPECTION AND TESTING"; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; AND PROVIDING AN EFFECTIVE DATE

- (1) Staff Presentation – L. Kimbler
- (2) Public Hearing
- (3) Consideration and action.

Planning Manager, Leslie Kimbler, presented staff's report regarding amending the City Code of Ordinances, Section 98-23. Vice-Chairman Williams opened the public hearing at 6:18 p.m. There being no comments, Vice-Chairman Williams closed the public hearing at 6:18 p.m. Commissioner Gates made a motion to recommend approval of the amendment to Sec. 98-23 as presented. The motion was seconded by Commissioner Gates. The motion carried with a vote of 4 to 0.

**5. STAFF REPORTS:**

**6. REQUESTS FOR FUTURE AGENDA ITEMS:**

**ADJOURN:**

There being no further business, Vice-Chairman Williams adjourned the meeting at 6:23 p.m.



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Calib Williams, Vice-Chair  
City of Burnet Planning and Zoning  
Commission

**Attest:**



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Herve Derek Fortin, Secretary