



**AGENDA  
WORKSHOP  
PLANNING AND ZONING COMMISSION  
MAY 18, 2020  
4:00 PM  
VIRTUAL MEETING**

To mitigate the spread of COVID-19, this workshop will be a virtual meeting closed to in-person attendance. Commissioners and Staff will attend virtually via Zoom Meeting. Members of the public may join the webinar by following this link:

Please click the link below to join the webinar:

<https://zoom.us/j/91691028740?pwd=UTQzdStzU09EbWlTMWpOSVBCb0tDQT09>

Password: 959556

Or iPhone one-tap:

US: +13462487799,,91691028740#,,1#,959556# or +14086380968,,91691028740#,,1#,959556#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592

Webinar ID: 916 9102 8740

Password: 959556

International numbers available: <https://zoom.us/j/91691028740?pwd=UTQzdStzU09EbWlTMWpOSVBCb0tDQT09>

The workshop agenda and the packet are posted online at

<https://www.killeentexas.gov/AgendaCenter>.

**WORKSHOP – 4:00 P.M. – ZOOM.US**

- I.** Discuss Land Use Regulations and Development Standards.
- II.** Discuss Landscaping Regulations and RV Parks.

**ROLL CALL**

<b>COMMISSION</b>	<b>STAFF</b>
<input type="checkbox"/> Kirk Latham, Chairman	<input type="checkbox"/> Tony D. McIlwain, AICP, CFM, Executive Director of Planning and Development Services
<input type="checkbox"/> Ramon Alvarez, Vice Chairman	<input type="checkbox"/> Wallis Meshier, CNU-A, Senior Planner
<input type="checkbox"/> Sandra O'Brien	<input type="checkbox"/> Jerry Millard Jr., Senior Planner
<input type="checkbox"/> Lawrence Holly	<input type="checkbox"/> Holli Clements, Esq., Deputy City Attorney
<input type="checkbox"/> Leo Gukeisen	<input type="checkbox"/> MD Hossain, P.E., CFM, City Engineer
<input type="checkbox"/> Randy Ploeckelmann	<input type="checkbox"/> Paul Boyer, P.E., Project Engineer
<input type="checkbox"/> Louie Minor	<input type="checkbox"/> David Hermosillo, Sr. CAD-GIS Technician
<input type="checkbox"/> Michael Hodges	<input type="checkbox"/> Maria Lopez, Assistant Planner

**ADJOURNMENT**

The next regularly scheduled meeting of the Planning and Zoning Commission is **June 1, 2020** at 5:00 p.m.

The public is hereby informed that notices for City of Killeen meetings will no longer distinguish between matters to be discussed in open or closed session of a meeting. This practice is in accordance with rulings by the Texas Attorney General that, under the Texas Open Meetings Act, the Planning and Zoning Commission may convene a closed session to discuss any matter listed on the agenda, without prior or further notice, if the matter is one that the Open Meetings Act allows to be discussed in a closed session.

**AMERICANS WITH DISABILITIES ACT**

This meeting is being conducted in accordance with the Texas Open Meetings Law [V.T.C.A., Government Code, § 551.001 et seq.]. This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for those services, please call 254-501-7630, Planning and Development Services Department, or TDD 1-800-734-2989.

I certify that the above notice of meeting was posted on the bulletin boards at City Hall, the Police Department and on the website of the City of Killeen, Texas, on or before **May 15, 2020**.

María Lopez  
Assistant Planner

**DATE: May 14, 2020**

**TO: Planning and Zoning Commission**

**FROM: Wallis Meshier, CNU-A; Senior Planner**

**SUBJECT: Discussion item regarding proposed updates to the City of Killeen Land Development Regulations**

On May 12, 2020, City Council directed staff to formally begin the process of updating the City's land development regulations. Over time, the current codes and standards have become a patchwork of amendments, which are outdated, overly complex, and inconsistent. The purpose of this item is to begin discussions between City staff and the Commission regarding your goals and priorities as we move forward with drafting the new land development regulations and standards.

Planning and Public Works staff are proposing a series of amendments to Chapter 26 – Subdivisions, Chapter 31 – Zoning, as well as the various infrastructure standards and technical manuals. The attached presentation was presented to City Council at their May 12<sup>th</sup> meeting. It includes a list of recommended code updates, which have been broken into two categories: routine and substantive. The presentation is not intended as a complete list, but rather a list of examples of the kinds of updates staff is proposing.

During your regular meeting on Monday, May 18<sup>th</sup>, staff will be seeking guidance and direction from the Commission regarding the proposed amendments, as well as in indication of your goals and priorities as they relate to this process. This item is intended as a general discussion regarding topics that you would like staff to address; the intent is not to begin having specific discussions regarding the standards themselves. Once priorities have been established, staff will return to the Commission with subsequent draft ordinances for your review and discussion.



# PROPOSED UPDATES TO CITY OF KILLEEN LAND DEVELOPMENT REGULATIONS

DS-20-032

May 12, 2020

# Proposed Code Updates:

- Over time, the current codes and standards have become a patchwork of amendments which are outdated, overly complex, and inconsistent.
- Staff is proposing a series of routine and substantive amendments to the City's zoning ordinance, subdivision regulations, and infrastructure standards.

# Proposed “Routine” Updates:

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- ❑ The proposed “routine” amendments seek to:
  - ❑ Bring the Code into conformance with State law;
  - ❑ Clarify existing regulations;
  - ❑ Fix discrepancies and inconsistencies;
  - ❑ Provide additional flexibility for applicants; and
  - ❑ Make the Code more user-friendly.
- ❑ These items will require very little stakeholder input.

# Proposed “Substantive” Updates:

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- ❑ The proposed “substantive” amendments are intended to:
  - ❑ Promote high-quality development in Killeen;
  - ❑ Ensure new development is safe, orderly, and visually appealing;  
and
  - ❑ Improve the quality of life in Killeen.
- ❑ These items will require significant stakeholder input.

# Proposed Routine Updates – Ch. 26:

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1. Update plat and construction plan review process in accordance with new State law (H.B. 3167).
2. Eliminate public hearing requirement for minor replats in accordance with new State law (H.B. 3167).
3. Eliminate mandatory Development Review meetings for all applicants, and replace with Pre-Development Meetings for new applicants.
4. Establish list of required plat content and standard plat notes.

# Proposed Substantive Updates – Chapter 26:

1. Establish connectivity standards and require new developments to provide stub-outs to adjacent property.
2. Establish process for subdivision variance requests, and replace language allowing applicants to object to staff comments.
3. Increase ingress/egress requirements for new residential subdivisions greater than 30 lots, including spacing standards.
4. Establish open space requirements and tree preservation standards for new residential development.

# Proposed Routine Updates – Ch. 31:

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1. Update permitted uses to comply with State law.
2. Eliminate unused definitions and add new definitions.
3. Make underutilized and superfluous zoning districts inactive.
4. Consolidate use categories.
5. Move landscaping standards from Chapter 8 to Chapter 31.
6. Codify existing practice of 400 ft. zoning notifications and signage.

# Proposed Substantive Updates – Chapter 31:

1. Consolidate and reduce total number of zoning districts.
2. Establish Institutional zoning district for schools, churches, government facilities, etc.
3. Create use chart for residential and non-residential zoning districts.
4. Allow sale of alcohol by right in appropriate commercial zoning districts.
5. Establish urban design/architectural standards for residential and commercial development.
6. Adopt buffer yard standards for incompatible adjacent zoning districts.

# Proposed Substantive Updates – Chapter 31:

7. Update minimum landscaping standards and require irrigation for required landscaping.
8. Update regulations for the Historic Overlay District to allow for mixed-use and live/work, and prohibit storage.
9. Establish Vacant Building Registry for HOD.
10. Improve signage regulations for all types of signage.
11. Establish standards for mobile food vendors.
12. Establish standards for short-term rentals and accessory dwelling units.
13. Require screening of dumpsters.

# Proposed Updates – Infrastructure Standards:

1. Update design guidelines for pavement standards.
2. Consider revised street cross-sections for context sensitive design and traffic calming (complete streets).
3. Require developers to install street signs at the time of development.
4. Establish intersection and driveway spacing standards.
5. Require automatic flushing at dead-end mains.
6. Establish minimum standards for streetlights.
7. Establish a requirement for Traffic Impact Analysis for developments of a certain scale.

# Proposed Updates – Infrastructure Standards:

8. Require water taps and service lines to be installed at the time of subdivision development.
9. Simplify Stormwater Management Site Plan requirements, Best Management Practices, and Post Construction requirements.
10. Require sidewalk ramps to be installed at the time of subdivision development.
11. Allow flexibility for alignment of thoroughfares up to 1,000 feet.
12. Restrict residential driveways on thoroughfares.
13. Establish standards for cluster mailboxes in residential subdivisions.

# Motion of Direction

- Staff recommends that the City Council provide a motion of direction regarding the proposed amendments.