



Harker Heights

Planning and Zoning

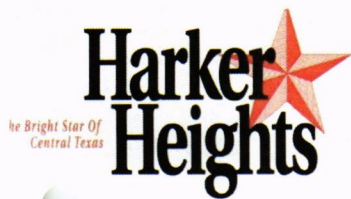
Commission

Workshop and Meeting

Wednesday,

February 27, 2019

5:30 P.M.



**PLANNING & ZONING COMMISSION
WORKSHOP AND MEETING AGENDA
HARKER HEIGHTS CITY HALL
WEDNESDAY, FEBRUARY 27, 2019 – 5:30 P.M.**

Notice is hereby given that, beginning at 5:30 P.M. on February 27, 2019, the Planning and Zoning Commission (P&Z) of the City of Harker Heights will hold a Workshop; then, beginning at 6:30 P.M. on February 27, 2019, and continuing from day to day thereafter if necessary the Planning and Zoning Commission (P&Z) of the City of Harker Heights, Texas will hold a Meeting in the Kitty Young Council Chambers of the Harker Heights City Hall at 305 Millers Crossing, Harker Heights, Texas 76548. The subjects to be discussed are listed in the following Agenda:

WORKSHOP AGENDA

- I.* Convene Workshop at 5:30 P.M.
- II.* Receive and discuss a presentation regarding potential changes/additions to the City's Code of Ordinances in relation to commercial parking in residential zones and prohibiting parking on residential lawns.
- III.* Discussion of Revised Sign Code
- IV.* Adjournment of Workshop.

MEETING AGENDA

- I.* Convene Regular Meeting of the Planning and Zoning Commission and establish a quorum.
- II.* Approval of Minutes from the Regular Planning and Zoning Meeting held on January 30, 2019.
- III.* Report on City Council actions results from the February 12, 2019 meeting.
- IV.* Recognition of Affidavits for Conflict of Interest.
- V.* Report on Development Activity.
- VI.* Public Hearings:
 - 1. Z19-06** Conduct a public hearing to discuss and consider recommending an ordinance to change zoning designation from R-1 (One-Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as Lot Twelve A (12-A), Block Eight (8), of the REPLAT OF LOTS 12-14, BLOCK 8, WILDEWOOD ACRES, Harker Heights, Bell County, Texas, according to the plat of record in Cabinet B, Slide 76-A, Plat Records of Bell County, Texas, and 10' adjacent strip on South, generally located at 926 Maplewood Dr., Harker Heights, Bell County, Texas.

2. **Z19-07** Conduct a public hearing to discuss and consider recommending an ordinance to change zoning designation from R-1 (One-Family Dwelling District) to B-3 (Local Business District) on property described as Lots Eight (8) and Nine (9), Block B, Kern Valley First Extension, according to the plat of record in Cabinet A, Slide 229-C, Plat Records of Bell County, Texas, generally located at 514 and 516 Clore Road, Harker Heights, Bell County, Texas.

VII. Old business

1. **Z19-01** Conduct a public hearing to discuss and consider recommending an ordinance granting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as part of Lot Eight (8) and all of Lot Nine (9) and Lot Ten (10), Block Four (4), Hidden Valley Estates, an addition in Bell County, Texas, recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, generally located at 2223 Fuller Lane, Harker Heights, Bell County, Texas.

VIII. Citizens to be heard.

IX. Reports from Commissioners.

X. Staff Comments.

XI. Adjournment.

Posted: February 22, 2019 Time: 10:00 A.M.

Tiffany Dake

Tiffany Dake
Planning and Development Administrative Assistant



Minutes of the Regular Meeting of the Harker Heights
Planning & Zoning Commission held at the City Hall Building,
January 30, 2019

Present:

Larry Robison	Chairman
Robert Robinson III	Vice Chair
Adam Parker	Secretary
Stephen Watford	Commissioner
Kay Carey	Commissioner
Jan Anderson	Commissioner
Joshua McCann	Commissioner
Noel Webster	Commissioner
Darrel Charlton	Commissioner
Nuala Taylor	Alternate Commissioner
Rodney Shine	Alternate Commissioner

Absent:

Dustin Hallmark	Alternate Commissioner
Kendall Cox	Alternate-Commissioner

Staff:

Joseph Molis	Director of Planning & Development
Tiffany Dake	Planning Admin. Assistant
Yvonne Spell	Customer Relations Supervisor
Dan Phillips	GIS Analyst/Planner
Eric Moree	Code Enforcement
Brad Alley	Fire Marshal

A quorum was established and the meeting was called to order at 6:45 P.M.

The first item on the agenda was the approval of the minutes from the December 5, 2018 meeting. Commissioner Webster made the motion to approve the meeting minutes and Commissioner Anderson seconded the motion. The motion passed (7-0) with two votes in abstention (Parker and Robinson).

The next item on the agenda was to recognize affidavits for Conflict-of-Interest. Mr. Molis stated that there were no conflicts of interest.

Next, Mr. Molis presented the update on development activity for the City. He stated the City issued two (2) commercial construction permits, eleven (11) single-family residential construction permits, and zero (0) duplex permits for the month of December.

Next was the report on City Council actions regarding recommendations resulting from the December 5, 2018 Planning and Zoning Commission meeting.

Next under Public Hearings, Mr. Molis presented **Z19-01**; Conduct a public hearing to discuss and consider recommending an ordinance granting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as part of Lot Eight (8) and all of Lot Nine (9) and Lot Ten (10), Block Four (4), Hidden Valley Estates, an addition in Bell County, Texas, recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, generally located at 2223 Fuller Lane, Harker Heights, Bell County, Texas.

Mr. Molis spoke on behalf of the applicant. The applicant was not able to attend the meeting due to a work engagement out of town. Mr. Molis stated the CUP would be for a 12 month period while the interior of the primary house was being remodeled. The applicant would stay in the camper while the interior was being remodeled. There is not bathroom in the dwelling unit so it is not classified as a Tiny House or RV. At a later date the owner was going to make a concrete foundation to put the camper on. The applicant does own the two adjacent lots as well. Due to this being a camper it can stay on her property.

Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. "There was no one present to speak for or against the agenda item."

Chairman Robison then closed the public hearing. During the discussion it was brought before the commission to table this item until the applicant can be present for more questions. Commissioner McCann made a motion to table this CUP until the next month's P&Z meeting where the applicant can attend. There was a second by Commissioner Parker. The motion passed (6-3), with Commissioners Robinson, Carey, and Charlton voting against.

Next under Public Hearings, Mr. Molis presented **Z19-02**; Conduct a public hearing to discuss and consider recommending an ordinance to change zoning designation from R1-M (One-Family Manufactured Home Dwelling District) to R-2 (Two-Family Dwelling District) on property described as Lot Six-A (6A), Block Nine (9), Replat of Lots 5-8, Block 9, Wildewood Acres, an addition to the City of Harker Heights, Bell County, Texas, according to the plat of record in Cabinet B, Slide 83-A, Plat Records of Bell County, Texas and a 10' Strip Adjacent on North, generally located at 913 Ashwood Drive, Harker Heights, Bell County, Texas

Mr. Ace Reneau from Mitchell & Associates at 102 N. College Street was speaking for the agenda item and did state the rezone was for duplexes. Then Chairman Robison opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. "There was no one present to speak for or against the agenda item." Chairman Robison closed the Public Hearing. A motion to approve was made by Commissioner Parker and second motion was made by Commissioner Carey. The motion passed unanimously (9-0).

Next under Public Hearings, Mr. Molis presented Z19-04; Conduct a public hearing to discuss and consider recommending an ordinance to change zoning designation from R-1 (One-Family Dwelling District) to R1-R (Rural One-Family Dwelling District) to allow a large accessory structure on property described as approximately 72.452 acres of land out of the J.M. Cross Survey, Abstract No. 179, being out of that 74.37 acre tract of land conveyed to John Allan Hamilton as recorded in Volume 2291, Page 568, Deed Records of Bell County, Texas, generally located at 12411 E. FM 2410 (E. Knights Way) Harker Heights, Bell County, Texas.

Mr. Hardy Henderson of 12411 E. FM 2410 Harker Heights, TX, represented the applicant Dinna Hamilton (sister). Mr. Henderson explained the need for a 50' x 75' building on the property for a shop and to house the farm equipment. The workshop would be at the back of the house. Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. Mr. Michael Duty of 11505 Quannah Valley spoke about his concerns with possible race cars being fixed in the workshop and amount of noise this might cause. Mr. Duty did state that no one resides at the property and there was the potential to sell the property. Mr. Hardy did state there would be one race car housed and worked on in the workshop, but did confirm the race car has already been on the property for eight years, when the car is worked on there are mufflers on the car for noise. There have been no previous noise complaint issues. Mr. Hardy again stated that this would also be used to house farm equipment/tractor.

Chairman Robison then closed the public hearing and a motion was made by Commissioner Parker and a second was made by Commissioner Robinson. The motion passed unanimously (9-0).

Next under Public Hearings, Mr. Molis presented **Z19-05**; Conduct a public hearing to discuss and consider recommending an ordinance granting a Conditional Use Permit (CUP) to allow a private school on property described as Lot One (1), Block One (1), Jaylinn Addition, an addition to the City of Harker Heights, Bell County, Texas, according to the plat of record in Cabinet D, Slide 101-A, Plat Records of Bell County, Texas, and an adjacent 0.551 acre tract of land in Bell County, Texas, being part of the R.W. Tom Survey, Abstract No. 838, both tracts being generally located at 111 Mountain Lion Road, Harker Heights, Bell County, Texas.

Ms. Elissa Andreas of 5703 Tumbled Stone Drive Killeen, Texas. spoke for herself as the applicant. Ms. Andreas spoke about wanting the CUP for this property to use as a school (Acton Academy). Elissa stated the operation hours for the school would be 8:00 a.m. – 4:30 p.m.. There would be about 25 students enrolled in the school at this time, with 36 students possible at a later date. There would be 2 teachers at the beginning with a 3rd part time teacher hired later. The ages would be 4 – 10 years of age. At a later date they will need another location for middle/high school students. A question by the Commission was raised about the number of bathrooms in the home and Ms. Andreas gave a total of 4 at this time and stated, “the house need some TLC and remodeling to add a few more bathrooms”. Chairman Robison asked if there was a need for fire

sprinklers and Fire Marshal Alley stated that would be looked at during the walk through. Chairman Robison then opened the public hearing and asked if there was anyone to speak in favor or against the agenda item. Mr. Mike Stegmeyer of 715 Black Hills Trail spoke of the traffic concerns he had with this school going in, possible reduction in property values and safety of the students. Mr. Jim Mobley of 115 Mountain Lion Road requested the city look at the house on the back of the property. Ms. Jeannie Harmon of 113 Mountain Lion Road stated she was very concerned about the traffic jam this might cause in the area with traffic already being a major issue. Ms. Harmon also stated she would like a privacy fence to be put around the property. Ms. Andreas did address the privacy fence and stated that a fence would go up on the property, the front half circle driveway would be used for drop of and pick up only and she wanted to keep the integrity of the house looking like a house. Ms. Andreas also stated should there be a need for additional parking she was working with the YMCA to use their parking lot.

Chairman Robison then closed the public hearing and a motion was made to deny the CUP by Commissioner Webster and a second was made by Commssioner Anderson. The denial motion passed (6-3), with Commissioners Robinson, Carey, and Charleton voting against the motion.

Chairman Robison then adjourned the meeting of the Planning and Zoning Commission at 8:15 P.M.

CHAIRMAN:

DATE:

ATTEST SECRETARY:

DATE:



PLANNING AND ZONING COMMISSION MEMORANDUM

Z19-06

AGENDA ITEM VI-1

FROM: THE OFFICE OF THE PLANNING AND DEVELOPMENT DIRECTOR
DATE: FEBRUARY 27, 2019

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER RECOMMENDING AN ORDINANCE TO CHANGE ZONING DESIGNATION FROM R-1 (ONE-FAMILY DWELLING DISTRICT) TO R-2 (TWO FAMILY DWELLING DISTRICT) ON PROPERTY DESCRIBED AS LOT TWELVE A (12-A), BLOCK EIGHT (8), OF THE REPLAT OF LOTS 12-14, BLOCK 8, WILDEWOOD ACRES, HARKER HEIGHTS, BELL COUNTY, TEXAS, ACCORDING TO THE PLAT OF RECORD IN CABINET B, SLIDE 76-A, PLAT RECORDS OF BELL COUNTY, TEXAS, AND 10' ADJACENT STRIP ON SOUTH, GENERALLY LOCATED AT 926 MAPLEWOOD DR., HARKER HEIGHTS, BELL COUNTY, TEXAS.

EXPLANATION:

The applicant is requesting a change from the current zoning of R-1 (One-Family Dwelling District) to R-2 (Two Family Dwelling District) on property addressed as 926 Maplewood Drive. If successfully rezoned the applicant does intend to construct duplexes on the property. Staff has made the applicant aware that platting will be required in order to properly subdivide the property into lots that will accommodate duplex structures.

Existing Use:

The subject property is currently occupied by a double-wide manufactured home. Surrounding land uses include single-wide manufactured homes to the east and south. To the west is a single family residence. North of the property are several duplex structures. Generally, the area is comprised of mixed residential uses of duplexes, manufactured homes, and vacant land. Staff believes the proposed duplex zoning will be of greater value for the land, neighborhood and the city than the existing use. There are existing duplexes in the neighborhood and as such the proposed use will be compatible with the neighborhood.

Zoning:

Current zoning for the property is R-1 (One-Family Dwelling District). Surrounding zonings include R-1(M) (One-Family Manufactured Home Dwelling District), R-1 (One-Family Dwelling District), and R-2 (Two Family Dwelling District). Due to the presence of existing R-2 districts in the general vicinity of the property, the proposed rezoning from R-1 to the R-2 district would be compatible with the neighborhood, and would likely not have any adverse impacts on surrounding residential zoning districts.

Future Land Use:

Per the City's Future Land Use Map, the subject property is currently located in an area designated as Medium Density Residential (MDR). Surrounding properties are also

an acceptable replacement for aging manufactured housing or for new development in areas zoned appropriately for such within the City. The proposed rezoning from R-1 to R-2 will allow for the construction of duplexes which will be a new development and are considered a medium density residential use. Therefore the proposed rezoning and intended use would be consistent with the 2007 City of Harker Heights Comprehensive Plan.

Flood Damage Prevention:

No portion of this property lies within the 100 year or 500 year flood hazard areas.

Notices:

Staff sent out forty-four (44) notices to property owners within the 400 foot notification area. There was one (1) response received in favor of the request, and zero (0) responses received in opposition of the request.

RECOMMENDATION:

Staff recommends approval of an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to R-2 (Two-Family Dwelling District) on property described as Lot Twelve A (12-A), Block Eight (8), of the REPLAT OF LOTS 12-14, BLOCK 8, WILDEWOOD ACRES, Harker Heights, Bell County, Texas, according to the plat of record in Cabinet B, Slide 76-A, Plat Records of Bell County, Texas, and 10' adjacent strip on South, generally located at 926 Maplewood Dr., Harker Heights, Bell County, Texas based on the following:

1. The proposed use and rezoning is compatible with existing uses in the neighborhood.
2. The proposed use and rezoning would not likely have any adverse impact on adjoining uses and zoning districts.

ACTION BY PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval of an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to R-2 (Two-Family Dwelling District) on property described as Lot Twelve A (12-A), Block Eight (8), of the REPLAT OF LOTS 12-14, BLOCK 8, WILDEWOOD ACRES, Harker Heights, Bell County, Texas, according to the plat of record in Cabinet B, Slide 76-A, Plat Records of Bell County, Texas, and 10' adjacent strip on South, generally located at 926 Maplewood Dr., Harker Heights, Bell County, Texas based on staff's recommendation and findings.
2. Any other action deemed necessary.

ATTACHMENTS:

1. Application
2. Location Map
3. Existing Land Use Map
4. Zoning Map
5. Future Land Use Map
6. Notification Area Map
7. Citizen Responses



Rezoning Request Application

City of Harker Heights
Planning & Development
305 Millers Crossing
Harker Heights, TX 76548
Phone: (254) 953-5647

Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED
This application must be completed and returned to the Planning and Development Department of the City of Harker Heights, Texas along with the following:
1. Pre-Application Meeting Scheduled
2. Payment of \$200.00 to the City of Harker Heights

Property Owner(s) Name: Samuel L King Date: 24 JAN 2019

Address: 926 Maplewood DR

City/State/Zip: Harker Heights TX 76548

Phone: 254-547-7630 / 572-873-0368 E-mail: _____

Legal Description of Property: _____

Location of Property (Address if available): _____

Lot: 12-14, Block Block: 8 Subdivision: Wildwood Acres Replat

Acres: 1 AC Property ID: 42309 Survey: _____

For properties not in a recorded subdivision please submit a copy of a current survey showing the property's proposed to be changed, and/or legal field notes.

Proposed Use: Duplexes

Current Zoning Classification: R-1 Proposed Zoning: R-2

Current Land Use: Mobile Home Proposed Land Use: Multiple Family

Applicant's Representative (if applicable): _____

Applicant's Representative: Wayne Key

Phone: 254-226-5830 E-Mail: _____

I, being the undersigned applicant of the property herein described, hereby make application for approval of plans submitted and made a part of the application in accordance with the provisions of the City of Harker Heights Ordinances, and hereby certify that the information provided is true and correct to the best of my knowledge and belief.

I, being the undersigned applicant, understand that failure to appear to represent a request shall be deemed a request to withdraw the proposal, or Wayne Key will represent the owner.

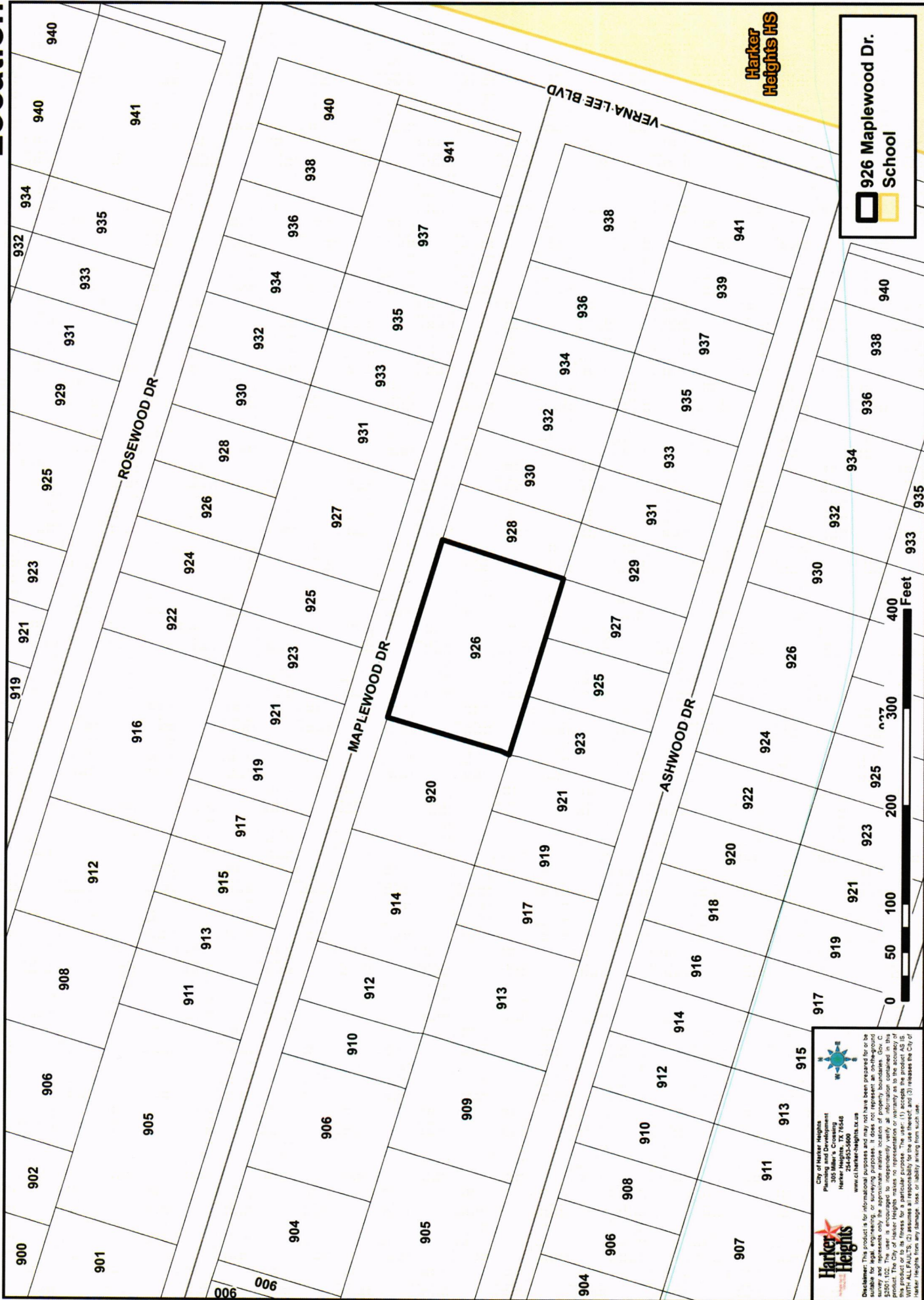
Samuel L King
Printed Name of Property Owner

Samuel L King
Signature of Property Owner

Wayne Key
Printed Name of Representative


Signature of Representative

Date Submitted: 1/24/19 STAFF ONLY - DO NOT FILL OUT BELOW
Received By: Courtney / Tiffany Pre-Application Meeting Receipt #: _____
Case #: 219-06
Revised: 2/28/18



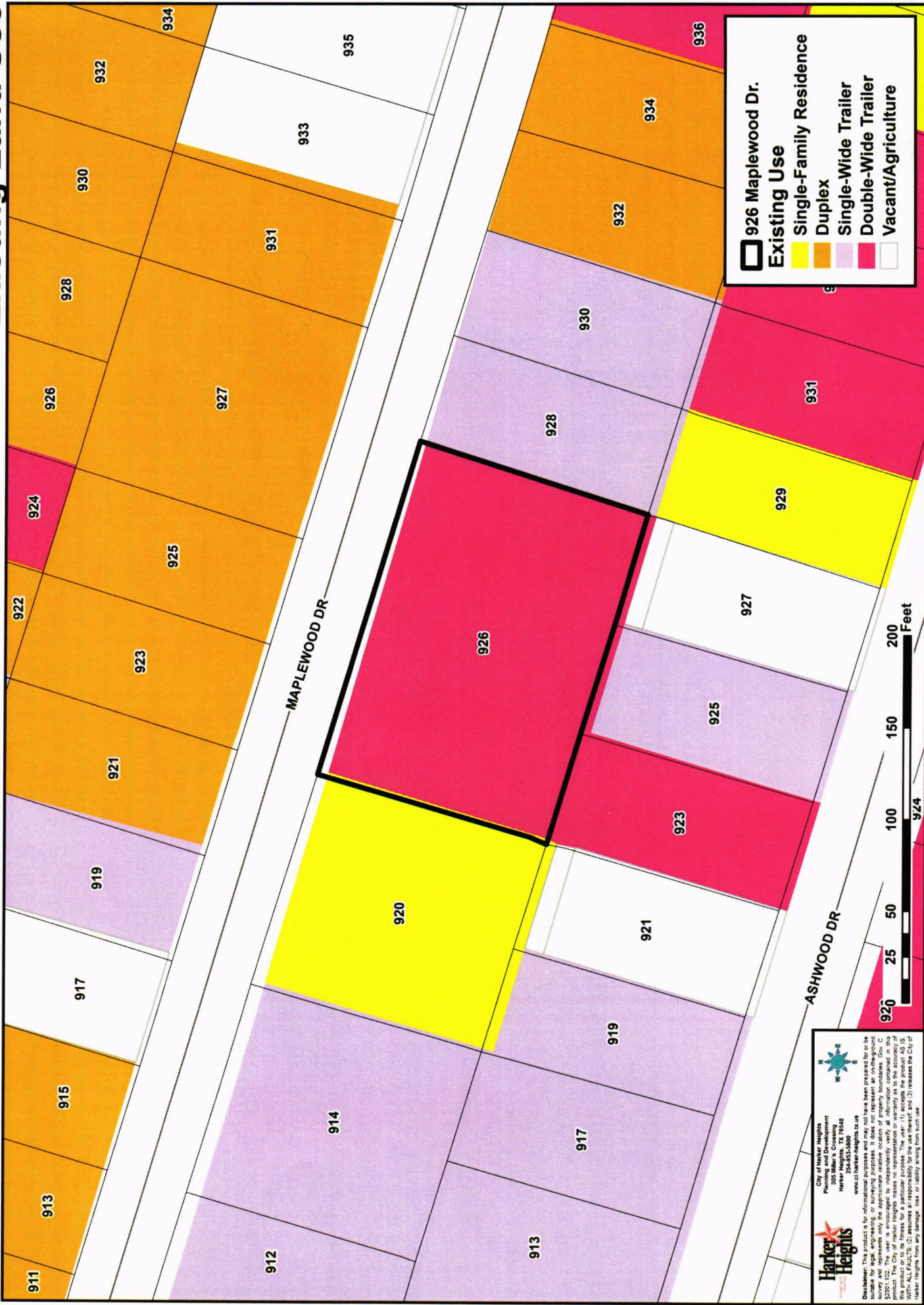
Harker Heights HS

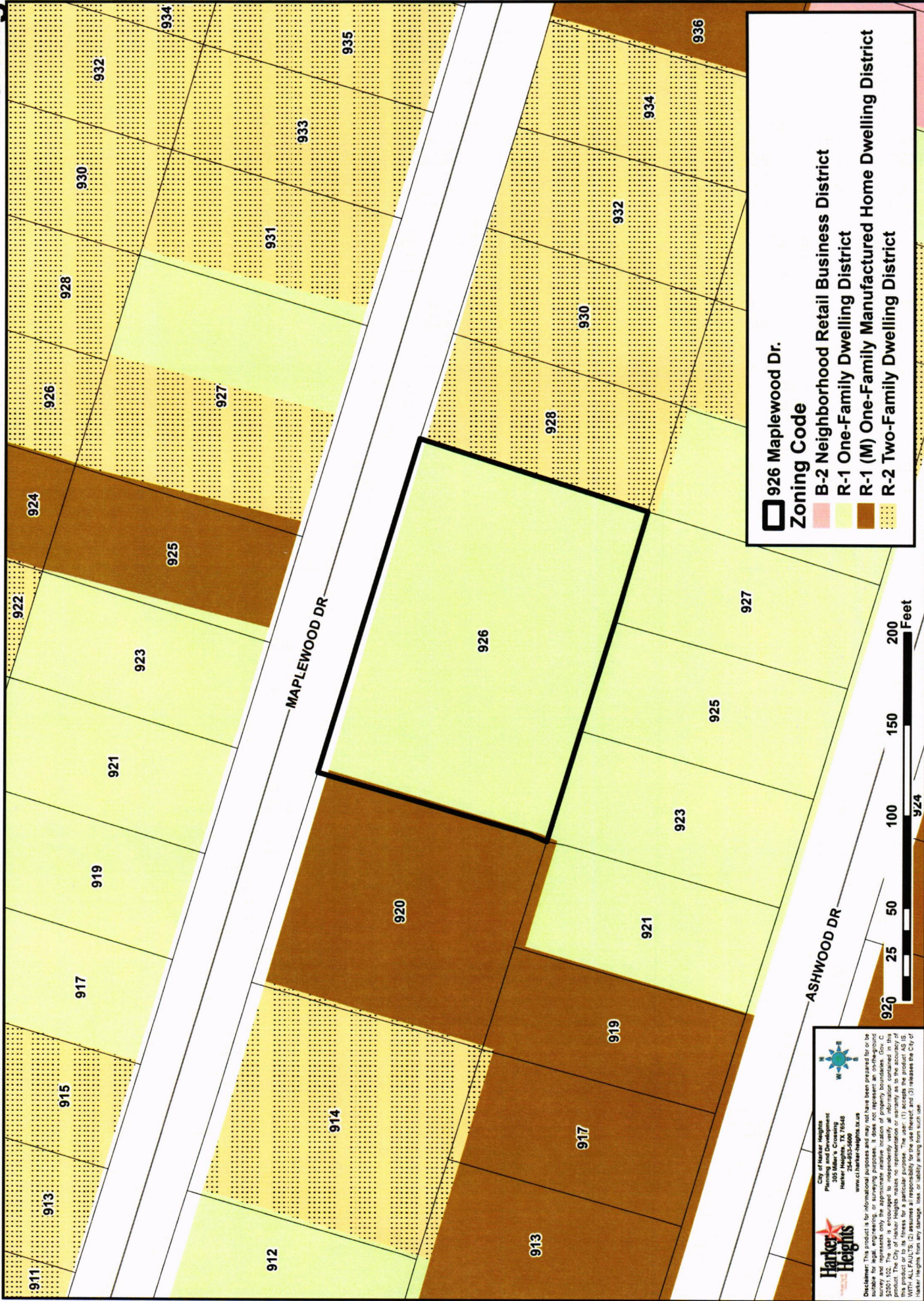
 926 Maplewood Dr.
 School



 City of Harker Heights
 Planning and Development
 254-553-5800
 www.ci.harkerheights.tx.us

Disclaimer: This product is for informational purposes only. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Gov. C. P. Ross, Jr. has encouraged us to encourage you to independently verify all information contained in this product. The City of Harker Heights does not accept liability for any errors or omissions in this product or to be fit for a particular purpose. The user: (1) accepts the product AS IS; (2) releases the City of Harker Heights from any damage, loss or liability arising from such use.





926 Maplewood Dr.

Zoning Code

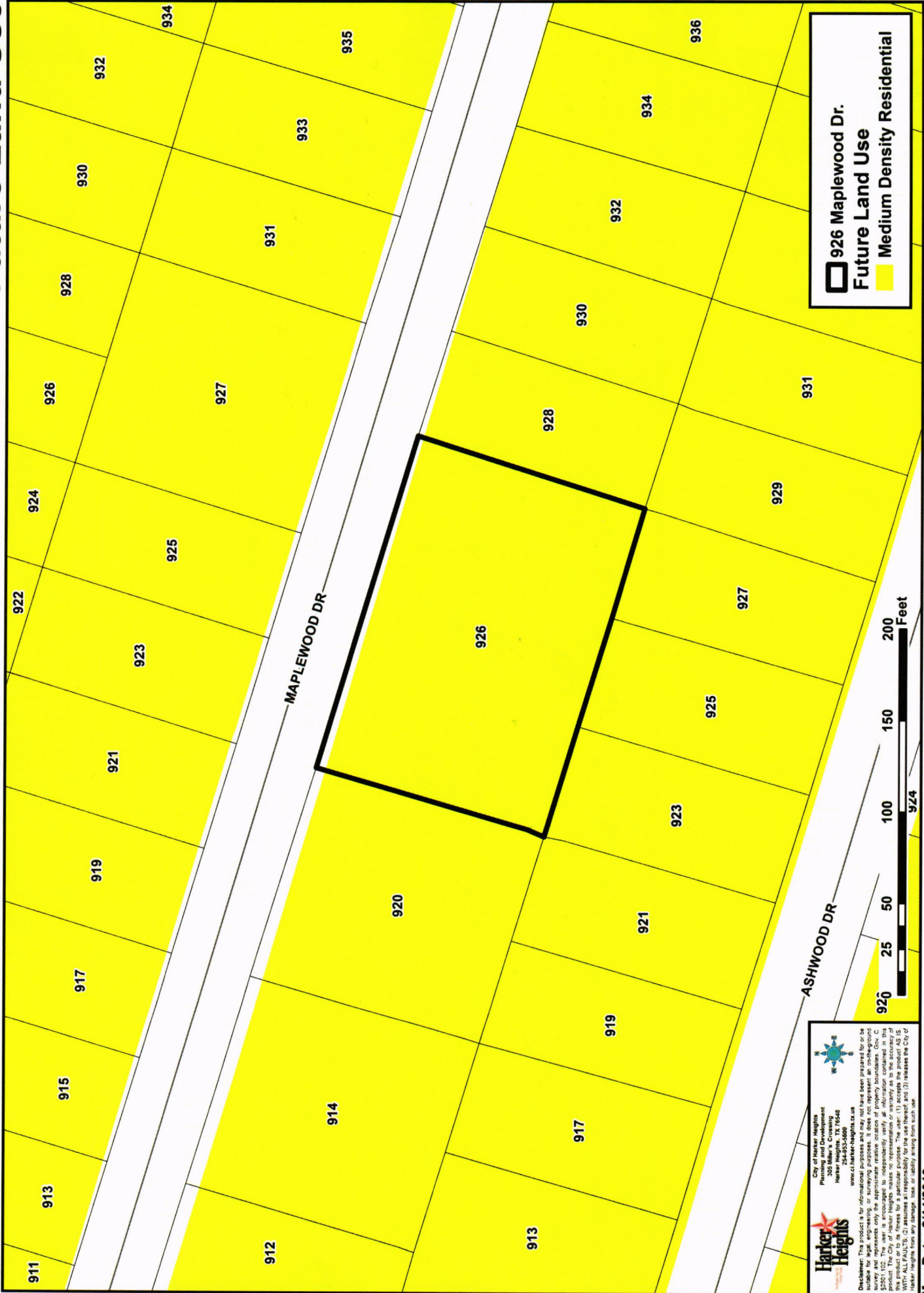
- B-2 Neighborhood Retail Business District
- R-1 One-Family Dwelling District
- R-1 (M) One-Family Manufactured Home Dwelling District
- R-2 Two-Family Dwelling District

Harker Heights
 City of Harker Heights
 Planning and Development
 105 Harker Blvd.
 Harker Heights, TX 77954
 254-852-7000
 www.ci.harker-heights.tx.us

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Z19-00

Future Land Use



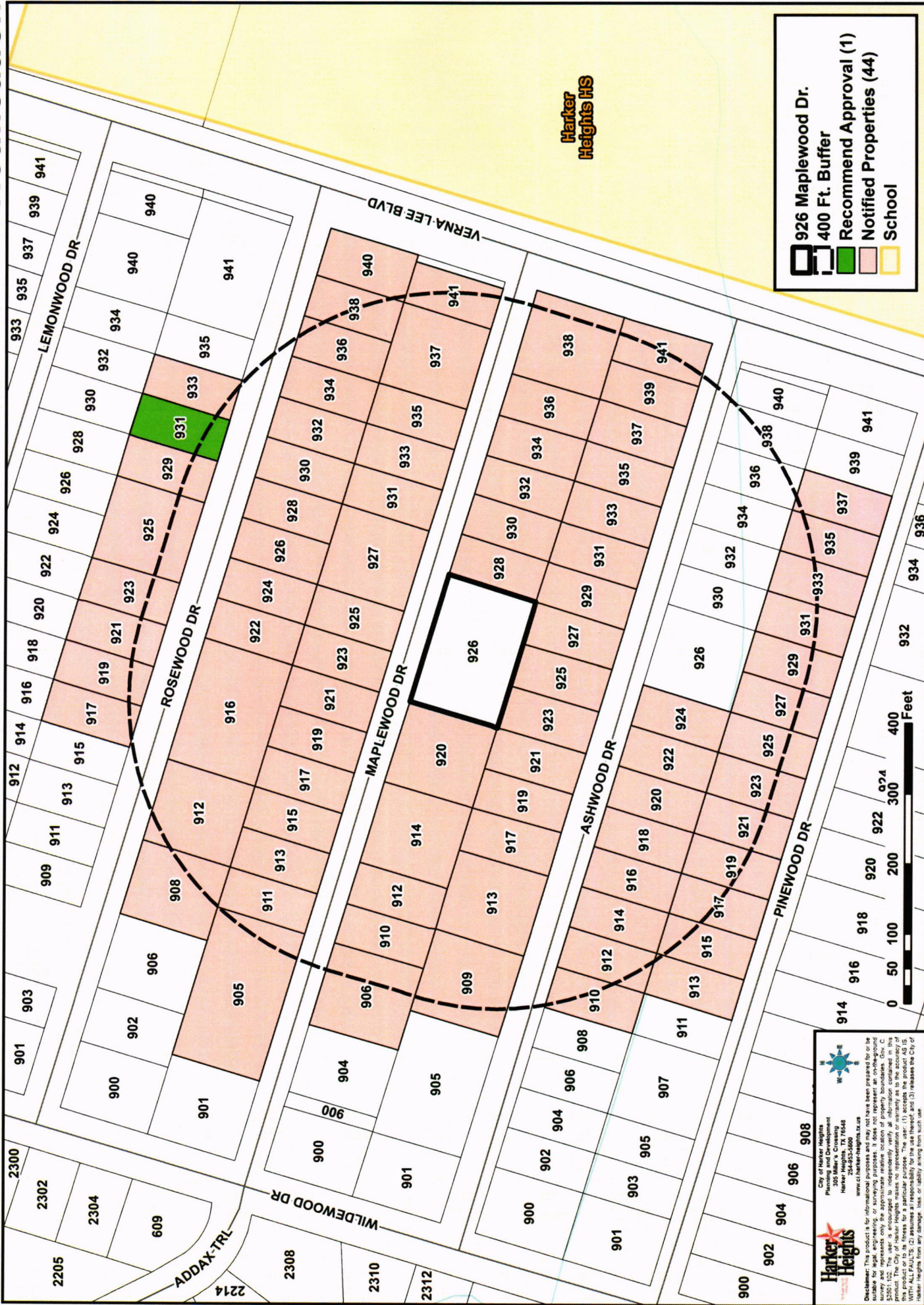
926 Maplewood Dr.
Future Land Use
 Medium Density Residential

Harker Heights
 City of Harker Heights
 Planning and Development
 305 Main St. Crossing
 Harker Heights, TX 76046
 254-853-5600
 www.ci.harker-heights.tx.us

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Map Date: 2/14/2019



926 Maplewood Dr.
 400 Ft. Buffer
 Recommend Approval (1)
 Notified Properties (44)
 School

Harker Heights
 City of Harker Heights
 Planning and Development
 305 Millers Crossing
 Harker Heights, TX 78704
 254-853-5606
 www.ci.harker-heights.tx.us

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TO: **City of Harker Heights
Planning & Development Department**

FROM: Michael Richard et ux Claudia Anette
931 Rosewood Dr., H.H. 76548
(Address of Your Property that Could
Be **Impacted** by this Request)

RE: An application has been made to consider a rezoning from R-1 (One-Family Dwelling District) to R-2 (Two Family Dwelling District) on property described as Lot Twelve A (12-A), Block Eight (8), of the REPLAT OF LOTS 12-14, BLOCK 8, WILDEWOOD ACRES, Harker Heights, Bell County, Texas, according to the plat of record in Cabinet B, Slide 76-A, Plat Records of Bell County, Texas, and 10' adjacent strip on South, generally located at **926 Maplewood Dr.**, Harker Heights, Bell County, Texas (see attached notification map).

- I RECOMMEND APPROVAL OF THE REQUEST**
 I RECOMMEND DENIAL OF THE REQUEST

Comments:

C. Anette Michael
Printed Name

C. Anette Michael
Signature

02-18-19
Date

Received

FEB 20 2019

Planning & Development



PLANNING AND ZONING COMMISSION MEMORANDUM

Z19-07

AGENDA ITEM VI-2

FROM: THE OFFICE OF THE PLANNING AND DEVELOPMENT DIRECTOR
DATE: FEBRUARY 27, 2019

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER RECOMMENDING AN ORDINANCE TO CHANGE ZONING DESIGNATION FROM R-1 (ONE-FAMILY DWELLING DISTRICT) TO B-3 (LOCAL BUSINESS DISTRICT) ON PROPERTY DESCRIBED AS LOTS EIGHT (8) AND NINE (9), BLOCK B, KERN VALLEY FIRST EXTENSION, ACCORDING TO THE PLAT OF RECORD IN CABINET A, SLIDE 229-C, PLAT RECORDS OF BELL COUNTY, TEXAS, GENERALLY LOCATED AT 514 AND 516 CLORE ROAD, HARKER HEIGHTS, BELL COUNTY, TEXAS.

EXPLANATION:

The applicant is requesting a change from the current zoning of R-1 (One-Family Dwelling District) to B-3 (Local Business District) on property addressed as 514 and 516 Clore Road. The property consists of two (2) lots that are approximately a total of 0.78 acres.

Existing Use:

The subject properties are currently occupied by a single-wide manufactured home at 514 Clore and vacant property at 516 Clore. Surrounding land uses include vacant property to the west of the subject properties. Other surrounding uses include the Public/Semi-Public (Harker Heights Pet Adoption Center) to the north and Retail/Commercial (H-E-B) to the south. Staff believes the proposed commercial zoning will be of greater value for the land, neighborhood and the city than the existing use. There is existing commercially zoned property in close proximity and as such the proposed use will be compatible with the surrounding area.

Zoning:

Current zoning for the property is R-1 (One-Family Dwelling District). Surrounding zonings include R-1 (One-Family Dwelling District), B-3 (Local Business District) and M-1 (Light Manufacturing District). Due to the presence of existing B-3 District abutting the subject properties; the proposed rezoning from R-1 to the B-3 district would be compatible with the surrounding area, and would likely not have any adverse impacts on neighboring zoning districts.

Future Land Use:

Per the City's Future Land Use Map, the subject property is currently located in an area designated as Commercial (COM). Surrounding properties are also designated as Commercial. Per the 2007 Comprehensive Plan, COM is a type of development that is preferable along major thoroughfares at locations readily accessible from all neighborhoods. The proposed rezoning from R-1 to B-3 will allow for the potential of

additional commercial developments. The proposed rezoning and intended use would be consistent with the 2007 City of Harker Heights Comprehensive Plan.

Flood Damage Prevention:

No portion of this property lies within the 100 year or 500 year flood hazard areas.

Notices:

Staff sent out eight (8) notices to property owners within the 400 foot notification area. There were zero (0) responses received in favor of the request, and zero (0) responses received in opposition of the request.

RECOMMENDATION:

Staff recommends approval of an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to B-3 (Local Business District) on property described as Lots Eight (8) and Nine (9), Block B, Kern Valley First Extension, according to the plat of record in Cabinet A, Slide 229-C, Plat Records of Bell County, Texas, generally located at 514 and 516 Clore Road, Harker Heights, Bell County, Texas based on the following:

1. The proposed use and rezoning is compatible with existing uses in the area.
2. The proposed use and rezoning would not likely have any adverse impact on adjoining uses and zoning districts.

ACTION BY PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval of an ordinance to change the zoning designation from R-1 (One-Family Dwelling District) to B-3 (Local Business District) on property described as Lots Eight (8) and Nine (9), Block B, Kern Valley First Extension, according to the plat of record in Cabinet A, Slide 229-C, Plat Records of Bell County, Texas, generally located at 514 and 516 Clore Road, Harker Heights, Bell County, Texas based on staff's recommendation and findings.
2. Any other action deemed necessary.

ATTACHMENTS:

1. Application
2. Location Map
3. Existing Land Use Map
4. Zoning Map
5. Future Land Use Map
6. Notification Area Map



Rezoning Request Application

Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED

This application must be completed and returned to the Planning and Development Department of the City of Harker Heights, Texas along with the following:

1. Pre-Application Meeting Scheduled
2. Payment of \$200.00 to the City of Harker Heights

City of Harker Heights
 Planning & Development
 305 Millers Crossing
 Harker Heights, TX 76548
 Phone: (254) 953-5647

Property Owner(s) Name: Joe Lee Bartek, Jr., as Independent Executor of the Estate of Edna E. Wolfrum, Deceased **Date:** Jan 22, 2019

Address: 319 North 3rd St.

City/State/Zip: Temple, Texas 76501

Phone: (254) 773-2161 **E-mail:** jtarverlaw@sbcglobal.net

Legal Description of Property:

Location of Property (Address if available): 514 CLORE ROAD, 516 CLORE ROAD

Lot: 8, 9 Block: B Subdivision: KERN VALLEY EXTENSION 1

Acres: 0.70 Property ID: 130255, 130256 Survey: N/A

For properties not in a recorded subdivision please submit a copy of a current survey showing the property's proposed to be changed, and/or legal field notes.

Proposed Use: Commercial

Current Zoning Classification: R-1 One-Family Dwelling District **Proposed Zoning:** B-3 Local Business District

Current Land Use: Residential **Proposed Land Use:** Commercial

Applicant's Representative (if applicable):

Applicant's Representative: H-E-B, LP

Phone: (512) 646 8583 **E-Mail:** obrien.jared@heb.com

I, being the undersigned applicant of the property herein described, hereby make application for approval of plans submitted and made a part of the application in accordance with the provisions of the City of Harker Heights Ordinances, and hereby certify that the information provided is true and correct to the best of my knowledge and belief.

I, being the undersigned applicant, understand that failure to appear to represent a request shall be deemed a request to withdraw the proposal, or _____ will represent the owner.

Joe Lee Bartek, Jr., Ind. Exec. _____
 Printed Name of Property Owner Signature of Property Owner

Jared O'Brien _____
 Printed Name of Representative Signature of Representative

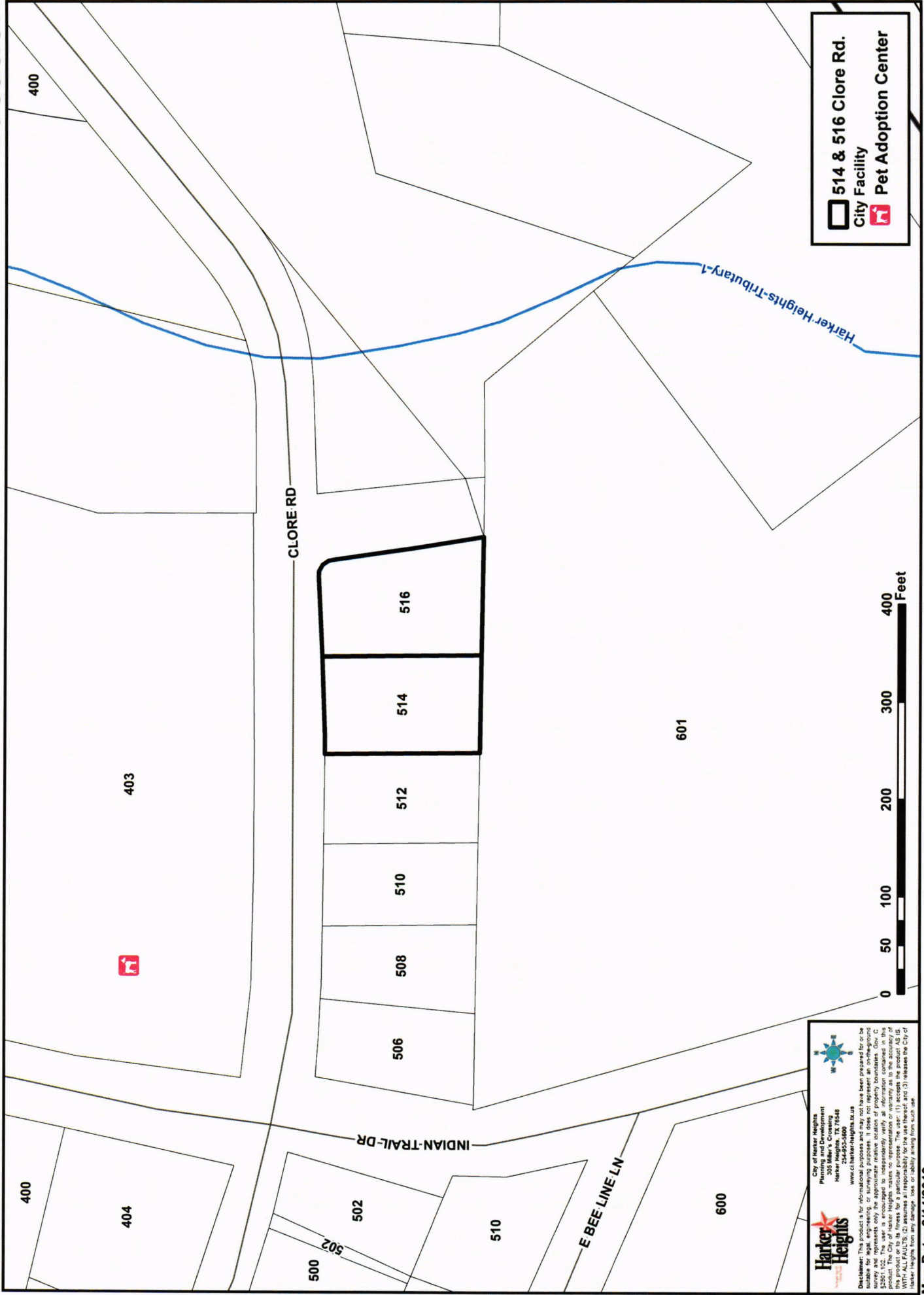
STAFF ONLY - DO NOT FILL OUT BELOW

Date Submitted: _____ Pre-Application Meeting Receipt #: _____

Received By: _____ Revised: 2/28/18 Case #: _____

Z19-07

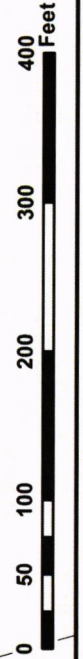
Location



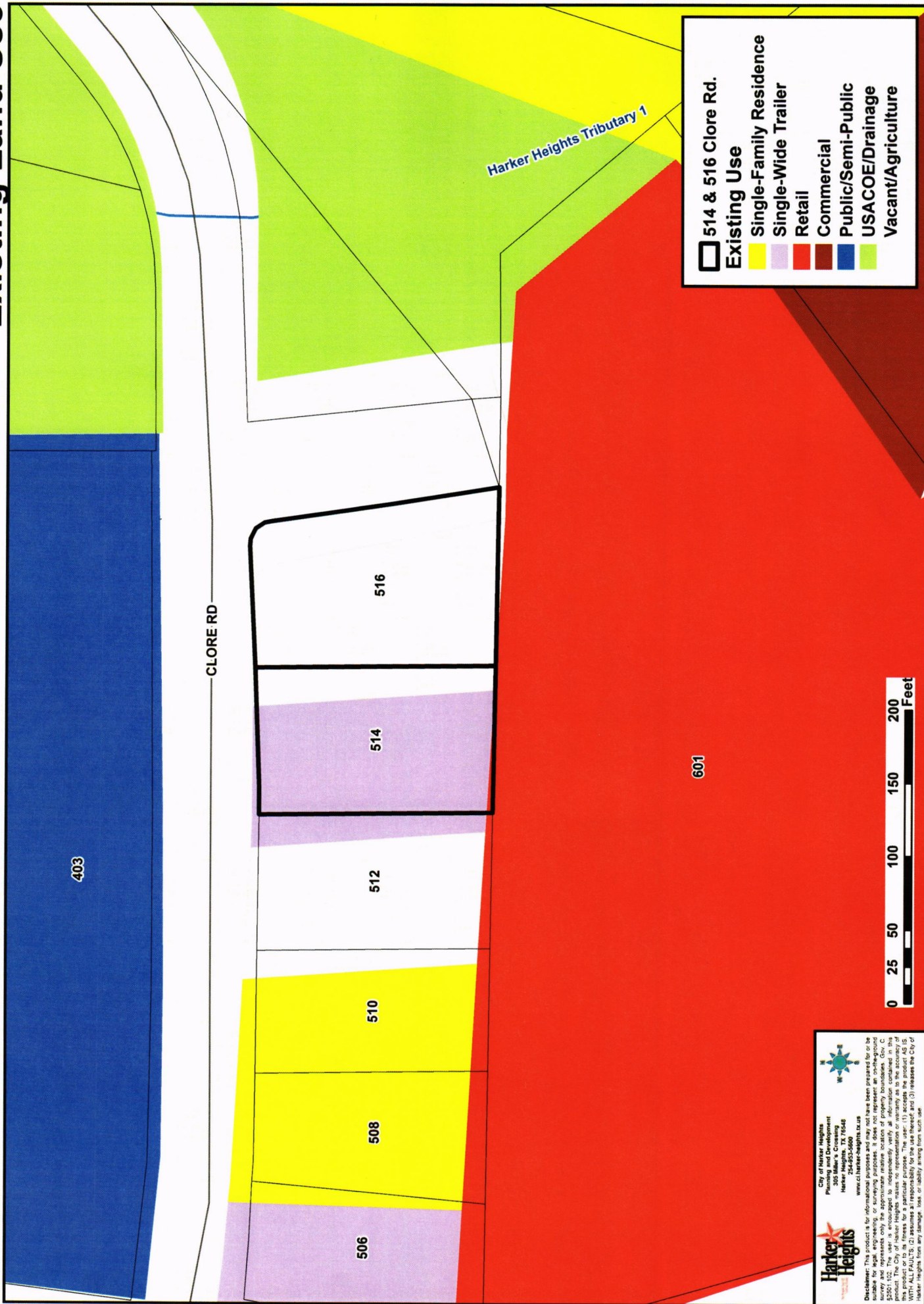
Harker Heights
 City of Harker Heights
 Planning and Development
 305 Harker Ln., Suite 200
 Harker Heights, TX 76049
 Phone: 254-853-5600
 www.ci.harker-heights.tx.us

Disclaimer: This product is for informational purposes and may not have been prepared for or be used for legal purposes. The user is encouraged to independently verify all information contained in this product or to its users for a particular purpose. The user: (1) accepts the product AS IS, WITH ALL FAULTS; (2) assumes all responsibility for the use hereof; and (3) releases the City of Harker Heights from any damage, loss, or liability arising from such use.

514 & 516 Clore Rd.
 City Facility
 Pet Adoption Center



Map Date: 2/14/2019



514 & 516 Clore Rd. Existing Use

- Single-Family Residence
- Single-Wide Trailer
- Retail
- Commercial
- Public/Semi-Public
- USA COE/Drainage
- Vacant/Agriculture

Harker Heights
 City of Harker Heights
 Planning and Development
 305 Miller's Crossing
 Harker Heights, TX 76788
 Phone: 254-852-5600
 www.ci.harker-heights.tx.us

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514 & 516 Clore Rd.

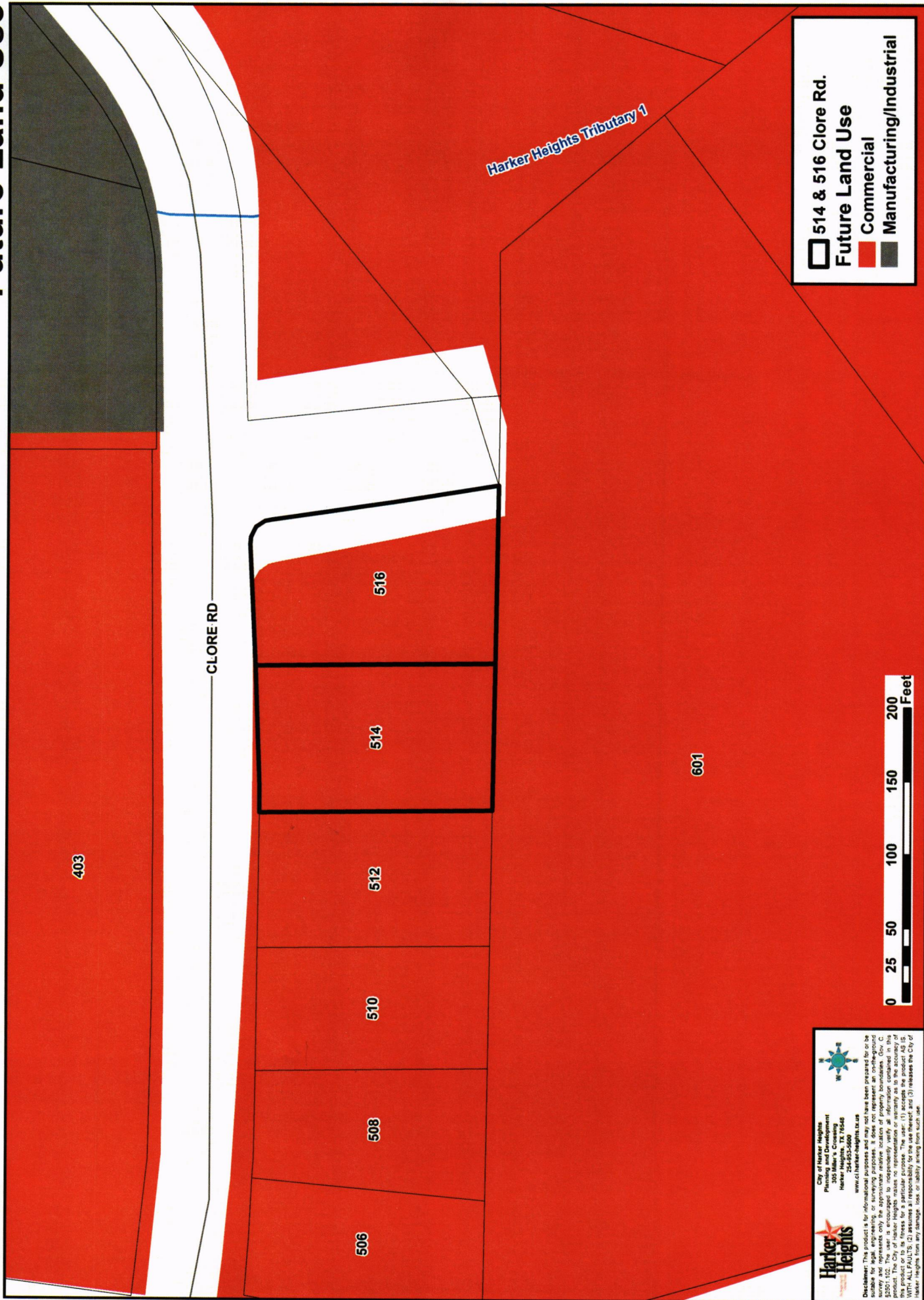
Zoning Code

- B-3 Local Business District
- B-4 Secondary and Highway Business District
- M-1 Light Manufacturing District
- R-1 One-Family Dwelling District

Harker Heights
 City of Harker Heights
 Planning and Development
 305 Main's Crossing
 Harker Heights, TX 76788
 Phone: 254-952-5800
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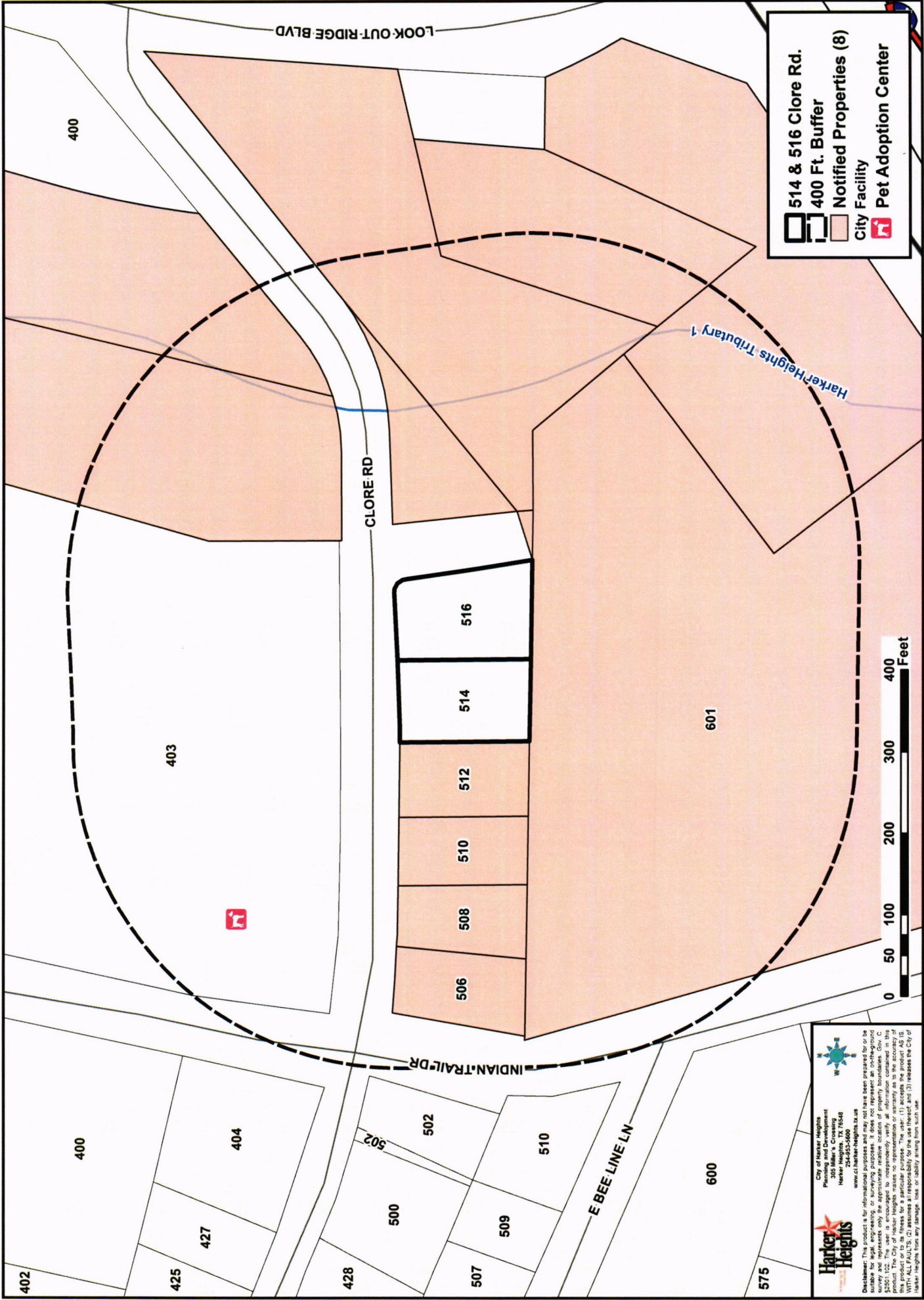




City of Harker Heights
 Planning and Development
 1000 West Loop West
 Harker Heights, TX 76748
 254-853-5600
 www.ci.harker-heights.tx.us

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Map Date: 2/14/2019



514 & 516 Clore Rd.
400 Ft. Buffer
 Notified Properties (8)
 City Facility
 Pet Adoption Center

Harker Heights
 City of Harker Heights
 Planning and Development
 305 Miller's Crossing
 Harker Heights, TX 76046
 www.ci.harkerheights.tx.us

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PLANNING AND ZONING COMMISSION MEMORANDUM

Z19-01

AGENDA ITEM VII-1

FROM: THE OFFICE OF THE DIRECTOR OF PLANNING AND DEVELOPMENT
DATE: FEBRUARY 27, 2019

CONDUCT A PUBLIC HEARING TO DISCUSS AND CONSIDER RECOMMENDING AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT (CUP) TO ALLOW AN ACCESSORY DWELLING UNIT ON PROPERTY DESCRIBED AS PART OF LOT EIGHT (8) AND ALL OF LOT NINE (9) AND LOT TEN (10), BLOCK FOUR (4), HIDDEN VALLEY ESTATES, AN ADDITION IN BELL COUNTY, TEXAS, RECORDED IN CABINET A, SLIDE 212-A, PLAT RECORDS OF BELL COUNTY, TEXAS, GENERALLY LOCATED AT 2223 FULLER LANE, HARKER HEIGHTS, BELL COUNTY, TEXAS.

EXPLANATION:

The applicant is requesting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property located at 2223 Fuller Lane. The applicant intends to occupy the accessory unit while there are modifications done to the primary structure.

The zoning will remain R-1 (One-Family Dwelling District) and will consist of the following condition(s):

1. The applicant will have 12 months from the date of approval by City Council to occupy the secondary structure (*Camper) on the property at 2223 Fuller Lane in order to remodel the primary structure on the property. After 12 months the applicant must no longer reside in the Camper and must then relocate the Camper to a concrete pad for on-site storage.

*CAMPER. Any type of manufactured structure or recreational vehicle which is not independent as defined in this section.

The accessory unit identifies as a "Camper" which can be defined as, "any type of manufactured structure or recreation vehicle which is not independent", per Harker Heights Code of Ordinances §152.35. The "Camper" consists of approximately 240 square feet and rests on a mobile chassis and is Recreational Vehicle Industry Association (RVIA) certified.

Currently the unit does not meet Harker Heights Code of Ordinances Section 155.020 (5) which states that a small accessory structure not exceeding 144 square feet must be built on a moveable foundation. The unit exceeds the square footage allowed to be mobile. After meeting with Staff the applicant feels that allowing the "Camper" as a temporary living unit for a period of 12 months will allow her sufficient time to rehabilitate the primary structure.

Existing Use:

The property is currently a single family home. The neighborhood is made up of primarily single family residences with several large vacant tracts of land. A survey of the area showed that a sizable number of houses in the subdivision have accessory structures mostly located at the rear of the primary house. This CUP if granted will not interfere with the property's primary use as a

single family home. The proposed change would not alter or have any significant impact on the square footage of the primary house, setbacks or any other development regulations. The proposed use would therefore not likely have any adverse impact on adjoining land uses in the neighborhood.

Zoning:

Current zoning for the property is R-1 (One-Family Dwelling District). All adjacent and surrounding properties are zoned R-1 (One-Family Dwelling District). The proposed use will be for residence only, which the R-1 zoning district allows via a Conditional Use Permit. The use will also meet all applicable setbacks and development requirements outlined in the Zoning Ordinance. The proposed accessory dwelling unit will therefore not likely have any adverse effects on the surrounding residential zoning districts.

Future Land Use:

Per the City's Future Land Use Map, the subject property is currently located in an area designated as Single Family Residential (SFR). The residential dwelling unit is an accessory to the primary house and does not violate the intent or ideals of Single Family Residential (SFR) use if it meets all development regulations. Hence granting the conditional use permit would be consistent with the 2007 City of Harker Heights Comprehensive Plan.

Flood Damage Prevention:

No portion of this property lies within the 100 year or 500 year flood hazard areas.

Notices:

Staff sent out twenty-three (23) notices to property owners within the 400 foot notification area. Two (2) responses were received in favor of the request, and zero (0) responses received in opposition of the request.

Proposed Conditions:

Staff has worked with the applicant to create the following condition(s) for the CUP

RECOMMENDATION:

Staff has no recommendation for the request to recommend an ordinance granting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as part of Lot Eight (8) and all of Lot Nine (9) and Lot Ten (10), Block Four (4), Hidden Valley Estates, an addition in Bell County, Texas, recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, generally located at 2223 Fuller Lane, Harker Heights, Bell County, Texas, and asks the Planning and Zoning Commission to make a recommendation based on the following in accordance to Section 155.021 (5) of the Harker Heights Code of Ordinance:

1. The proposed use does not conform with applicable regulations and standards established by the Harker Heights Code of Ordinances;
 - a. Proposed unit exceeds the square footage to be classified as a Small Accessory Structure and is therefore classified as a large accessory structure and must be built on a permanent foundation (i.e. immobile).
 - b. Proposed unit does not meet façade requirements for a large accessory structure. Building materials and façade must be consistent with the main residence building materials and façade (§155.020 (5) (b)).

ACTION BY PLANNING AND ZONING COMMISSION:

1. Motion to recommend approval/disapproval for an ordinance granting a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as part of Lot Eight (8) and all of Lot Nine (9) and Lot Ten (10), Block Four (4), Hidden Valley Estates, an addition in Bell County, Texas, recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, generally located at 2223 Fuller Lane, Harker Heights, Bell County, Texas. based on staff's recommendation and findings.
2. Any other action deemed necessary.

ATTACHMENTS:

1. Application
2. Letter of Intent
3. Site Plan
4. Supplemental Documents
5. Proposed Conditions
6. Location Map
7. Zoning Map
8. Existing Land Use Map
9. Future Land Use Map
10. Notification Area Map
11. Citizen Responses



Conditional Use Permit Application

City of Harker Heights
Planning & Development
305 Millers Crossing
Harker Heights, TX 76548
Phone: (254) 953-5647

Requirements - MUST BE COMPLETE OR WILL NOT BE ACCEPTED

This application must be completed and returned to the Planning and Development Department of the City of Harker Heights, Texas along with the following:

1. Pre-Application Meeting Scheduled
2. Payment of \$200.00 to the City of Harker Heights
3. Site Plan
4. Letter of Intent

Property Owner(s) Name: Tara K. Ortiz Date: 11/13/2018

Address: 2223 Fuller Lane

City/State/Zip: Harker Heights, TX 76548

Phone: (404) 610-8272 E-mail: tkmille@gmail.com

Legal Description of Property:

Location of Property (Address if available): 2223 Fuller Lane, Harker Heights, TX 76548

Lot: partial 8, all of 9 & 10 Block: 4 Subdivision: Hidden Valley Estates

Acres: 0.329 Property ID: 27959 Survey: See attachment

For properties not in a recorded subdivision please submit a copy of a current survey showing the property's proposed to be changed, and/or legal field notes.

Current Zoning Classification: R-1 One-Family Dwelling District/ Single Family Home Future Land Use Designation: N/A

Applicant's Representative (if applicable):

Applicant's Representative: N/A

Phone: _____ E-Mail: _____

ATTACH A SITE PLAN: Provide a plan drawn to scale to illustrate the boundaries of the area, location of all existing and proposed structure(s), gross floor area and location of building entrances and exits.

ATTACH A LETTER OF INTENT: Provide a detailed description of the proposed use including but not limited to: the changes to the site, structure(s), landscaping, parking and land use in reference to the Harker Heights Code of Ordinances Section 155.201 Conditional Use Permit.

I, being the undersigned applicant of the property herein described, herby make application for approval of plans submitted and made a part of the application in accordance with the provisions of the City of Harker Heights Ordinances, and hereby certify that the information provided is true and correct to the best of my knowledge and belief.

I, being the undersigned applicant, understand that failure to appear to represent a request shall be deemed a request to withdraw the proposal, or _____ will represent the owner.

Tara K. Ortiz

Printed Name of Property Owner

Tara K. Ortiz

Signature of Property Owner

Printed Name of Representative

Signature of Representative

STAFF ONLY -- DO NOT FILL OUT BELOW

Date Submitted: _____

Pre-Application Meeting

Receipt #: _____

TKO

Tara K. Ortiz

Home: 2223 Fuller Lane, Harker Heights, TX 76548

Work: 36065 Santa Fe Ave, Ft. Hood, TX 76544

Phone: (C) 404.610.8272, (W) 254.288.8007

Fax: 254.288.8875

Email: tkmille@gmail.com

11 January 2019

City of Harker
Heights Planning &
Development 305
Millers Crossing
Harker Heights, TX
76548

RE: Letter of Clarification
Dear Harker Heights City Council Members,

I, Tara K. Ortiz, hereby submit clarification to my initial letter of intent dated 16 November 2018 in support of my application for a Conditional Use Permit to place an accessory structure on my property located at 2223 Fuller Lane, Harker Heights, TX 76548, BellCAD Property ID: 27959.

As previously stated, the dimensions of my accessory structure measure 8.5' W x 28' L x 13' H with a total square footage of 240 sqft. The accessory structure rests on a mobile chassis and is Recreational Vehicle Industry Association (RVIA) certified. The accessory dwelling is situated to the rear of the main structure on the property and is not currently on a foundation or concrete slab.

I purchased the property at 2223 Fuller Lane, Harker Heights, TX 76548, BellCAD Property ID: 27959 on 9/14/2018 and began interior renovations on the main structure which I anticipate will take 12 months for the date of purchase to complete. During the renovation process I plan to primarily occupy the accessory structure (described above). Once the main structure on the property is sufficiently habitable, I will transition occupancy to that dwelling.

I request authorization to use the accessory structure as my primary dwelling ONLY during the renovation of the main structure on the property. Upon completion of the renovations, I will discontinue use of the accessory structure as a dwelling. Currently, I am the sole occupant of the property.

Lastly, I am unable to attend the initial hearing by the City Council on 30 January 2019 due to travel for business. Regrettably, I do not have a representative to attend on my behalf. I apologize for my absence. I authorize representation by a member of the Harker Heights Planning and Development Department as appropriate.

Again, I appreciate your consideration of this application. Please contact me if you have any questions or require any additional information at (404) 610-8272 or tkmille@gmail.com.

Very respectfully,



Tara K. Ortiz

encl (0)

tko

Lot Size	# Large Accessory structures allowed	Maximum Aggregate size of all accessory structures	Setbacks	Maximum Height
>10,000 sqft, <0.5 acres	1	500 sqft	Front: 25 ft Side: 6 ft Rear: 10 ft	15 ft

The dimensions of my accessory structure are 8.5' W x 28' L x 13' H with a total square footage of 240 sqft. The building materials are wood siding and a decorative anodized aluminum trim (see attached photographs). The accessory dwelling is situated to the rear of the main structure on the property and cannot be seen from the street when viewed directly from the front. Given that the adjacent two lots (11 & 12 which I also own) are vacant, the accessory dwelling can be seen in the rear yard of lots 8, 9 & 10 if viewed from a distance when traveling east to west on Fuller Lane beginning at Tye Valley Rd.

Under the circumstance that a Conditional Use Permit is required, the request is made in accordance with City of Harker Heights Ordinance Chapter 155.020, R-1 Family Dwelling District, Section (B) Conditional Uses:

(4) *Accessory dwelling for relative or servant (not for rent)*

AND Chapter 155.040 Additional Use, Height, Area and Lighting Regulations; Exceptions, Section (A) Use Regulations:

(1) *Accessory buildings and metal exteriors.*

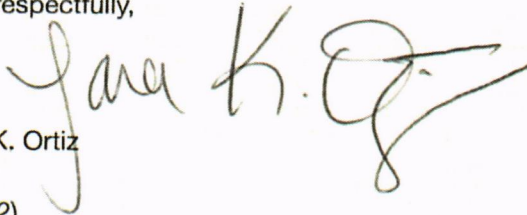
(a) Buildings with metal exteriors are prohibited within all residential districts, with the exception of small accessory structures meeting the requirements of § 155.020; government-owned structures, facilities and uses; mobile and manufactured homes where permitted for residential purposes (not for storage); and temporary structures for uses incidental to construction work on the premises, provided the structures are in compliance with an approved temporary use permit.

I purchased the property at 2223 Fuller Lane, Harker Heights, TX 76548, BellCAD Property ID: 27959 on 9/14/2018 and began interior renovations on the main structure which I anticipate will take 12 months to complete. During the renovation process I plan to primarily occupy the accessory structure (described above). Once the main structure is sufficiently habitable, I will transition occupancy to that structure.

I plan to move my mother and grandmother from North Carolina to live with me at the 2223 Fuller Lane property once all renovations are complete. My primary residence will be the main structure on the property. My 93 year old grandmother will reside with me. My mother will occupy the accessory dwelling as my relative and to assist in the care of my elderly grandmother.

I appreciate your careful consideration of this letter. Please contact me if you have any questions or require any additional information at (404) 610-8272 or tkmille@gmail.com. Thank you for attention to this matter.

Very respectfully,

A handwritten signature in black ink, appearing to read "Tara K. Ortiz". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Tara K. Ortiz

encl (2)
tko

APPENDIX



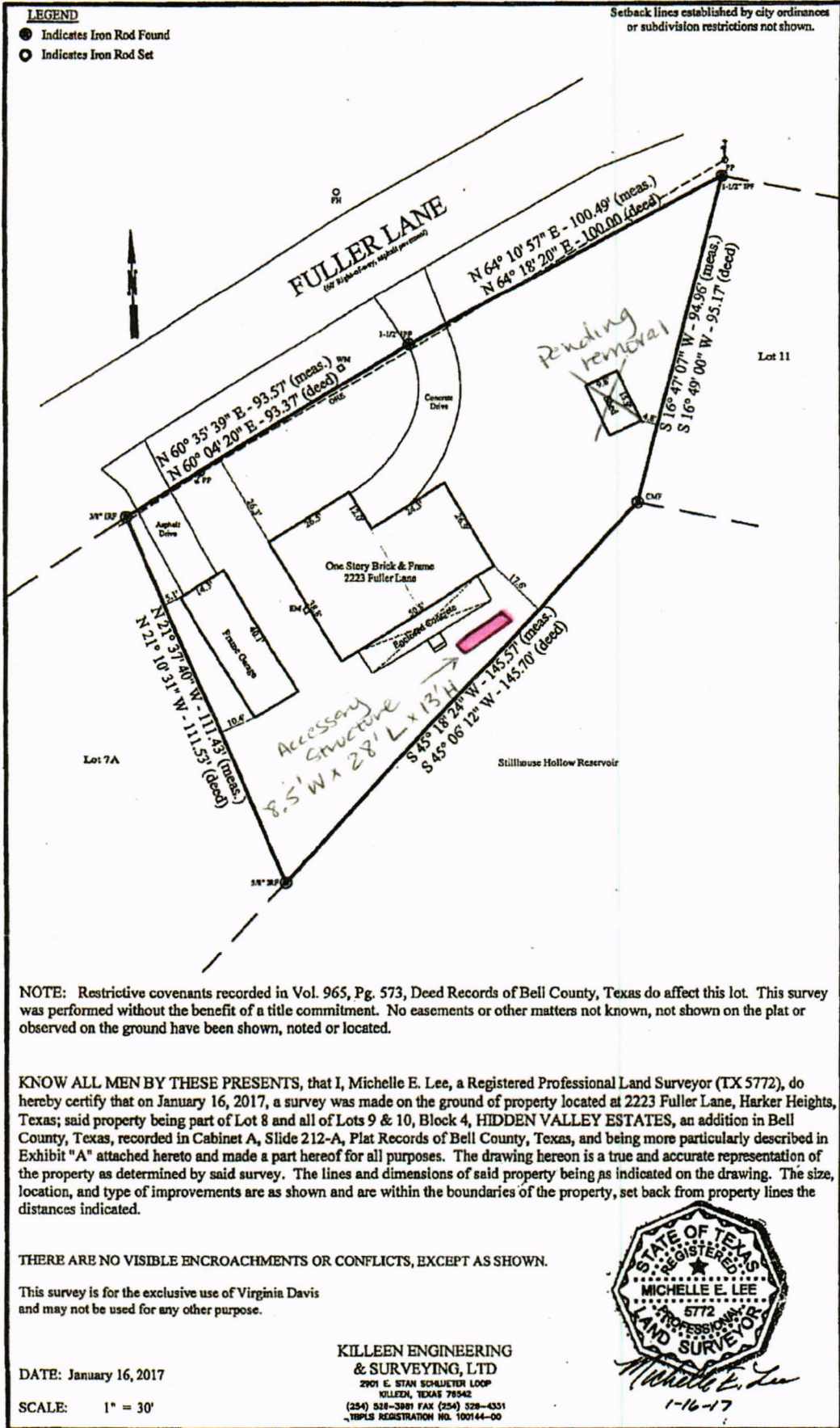


Exhibit A

Being a 0.329 acre tract of land being part of Lot 8 and all of Lots 9&10, Block 4 of Hidden Valley Estates, as recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, being that same tract of land conveyed to The Virginia Lee Davis Revocable Trust as recorded in Instrument Number 2011-00042600, Official Public Records of Real Property of Bell County, Texas, and further described in a Warranty Deed with Vendor's Lien to Kenneth D. Davis and wife, Virginia L. Davis as recorded in Volume 1901, Page 265, Deed Records of Bell County, Texas; said 0.329 acre tract being more particularly described as follows:

BEGINNING at a 1-1/2" iron rod found in the South margin of Fuller Lane, said rod being the Northwest corner of Lot 11, Block 4 of said Hidden Valley Estates, the Northeast corner of said Davis tract and the Northeast corner of the herein described tract;

THENCE, S 16° 47' 07" W, 94.96 feet, (S 16° 49' 00" W, 95.17 feet – deed) with the West line of said Lot 11, the East line of said Davis tract and the East line of the herein described tract to an Army Corps of Engineer concrete monument found in the North line of Stillhouse Hollow Reservoir, said monument being the Southwest corner of said Lot 11, and the Southeast corner of said Davis tract for the Southeast corner of the herein described tract;

THENCE, S 45° 18' 24" W, 145.57 feet, (S 45° 06' 12" W, 145.70 feet – deed) with the North line of said Stillhouse Reservoir, the South line of said Davis tract and the South line of the herein described tract to a 5/8" iron rod found, said rod being the Southeast corner of Lot 7A, Block 4 of Hidden Valley Estates II, amended plat of Lot 7 and part of Lot 8, Block 4 as recorded in Cabinet C, Slide 252-C, said plat records, and being the Southwest corner of said Davis tract for the Southwest corner of the herein described tract;

THENCE, N 21° 37' 40" W, 111.43 feet, (N 21° 10' 31" W, 111.53 feet – deed) with the East line of said Lot 7A, the West line of said Davis tract and the West line of the herein described tract to a 3/8" iron rod found in the South margin of Fuller Lane, said rod being the Northeast corner of said Lot 7A and the Northwest corner of said Davis tract for the Northwest corner of the herein described tract;

THENCE, N 60° 35' 39" E, 93.57 feet, (N 60° 04' 20" E, 93.37 feet – deed) with the South margin of Fuller Lane, the North line of said Davis tract and the North line of the herein described tract to a 1-1/2" iron pipe found, said pipe being a corner in the South margin of Fuller Lane and in the North line of said Davis tract for a corner in the North line of the herein described tract;

THENCE, N 64° 10' 57" E, 100.49 feet, (N 64° 18' 20" E, 100.00 feet – deed) with the South margin of Fuller Lane, the North line of said Davis tract and the North line of the herein described tract to the **POINT OF BEGINNING**, containing 0.329 acres of land, more or less.

All bearings are based upon the Texas State Plane Coordinate System, NAD 83 (CORS 96), Central Zone as per Leica Texas Smartnet GPS observations.

I, Michelle E. Lee, Registered Professional Land Surveyor, do hereby certify that the above description was prepared from a survey made on the ground of the property described herein.

Michelle E. Lee
Michelle E. Lee, RPLS 1-16-17
No. 5772, Texas



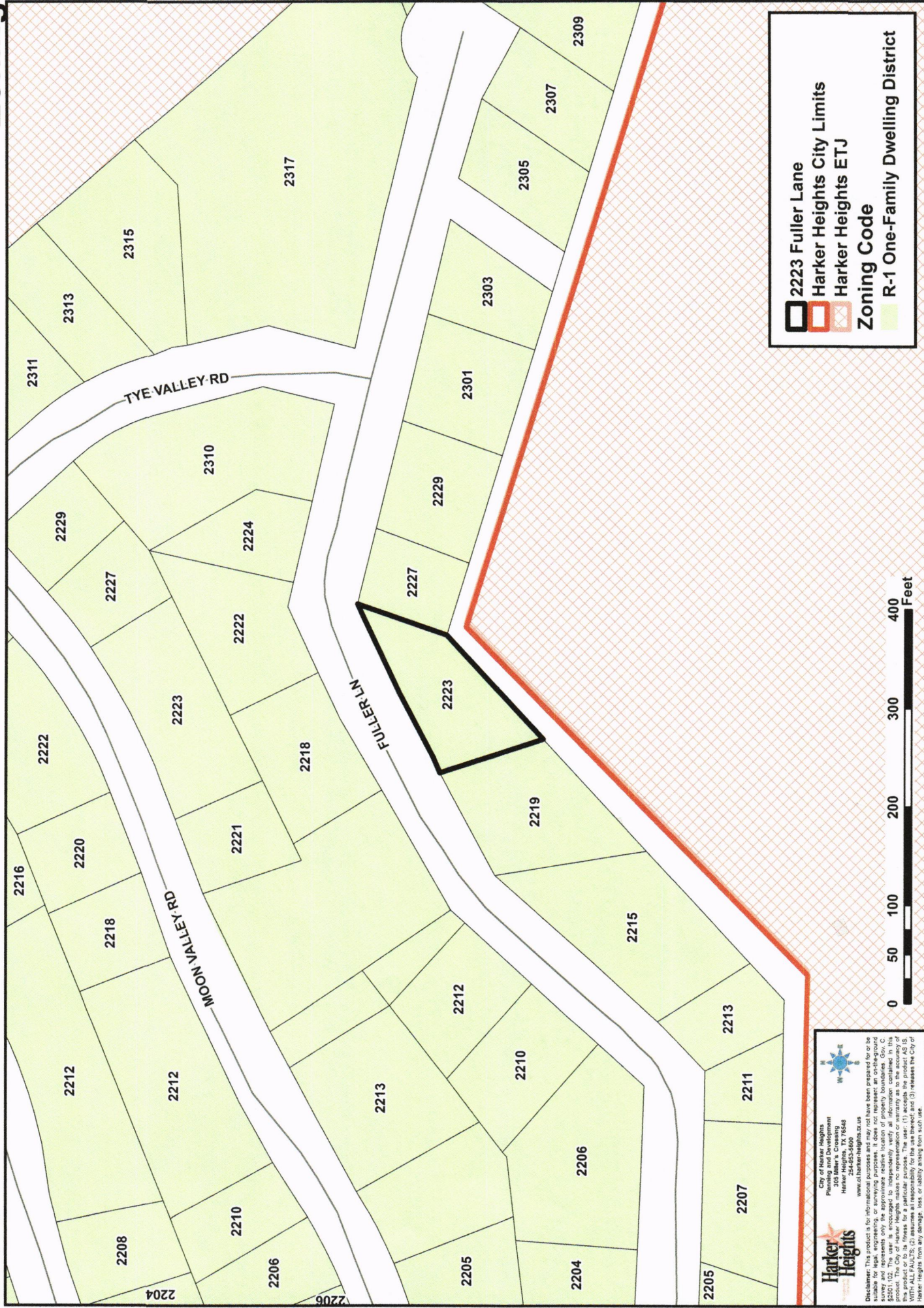
KILLEEN ENGINEERING & SURVEYING, LTD.
2901 E. STAN SCHLUETER LOOP
KILLEEN, TEXAS 76542
(254) 526-3981/ FAX (254) 526-4351
TBPE Registration No. F-4200, TBPLS Registration No. 100144-00

Proposed Conditions

Z19-01 Conditional Use Permit – 2223 Fuller Lane

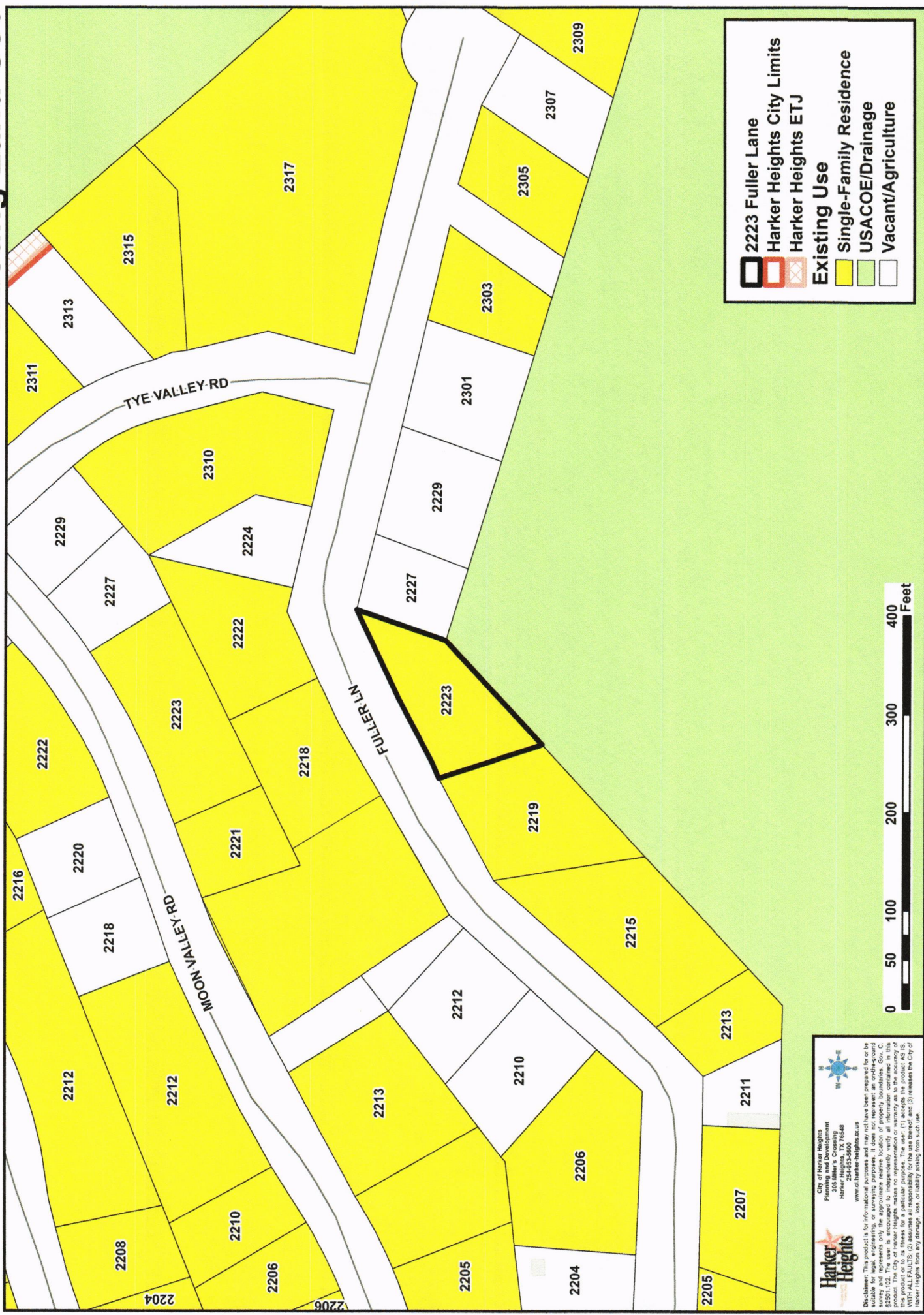
1. The applicant will have 12 months from the date of approval by City Council to occupy the secondary structure (*Camper) on the property at 2223 Fuller Lane in order to remodel the primary structure on the property. After 12 months the applicant must no longer reside in the Camper and must then relocate the Camper to a concrete pad for on-site storage.

***CAMPER.** Any type of manufactured structure or recreational vehicle which is not independent as defined in this section.



Harker Heights
 City of Harker Heights
 Planning and Development
 305 Miller's Crossing
 Harker Heights, TX 76548
 254-853-5600
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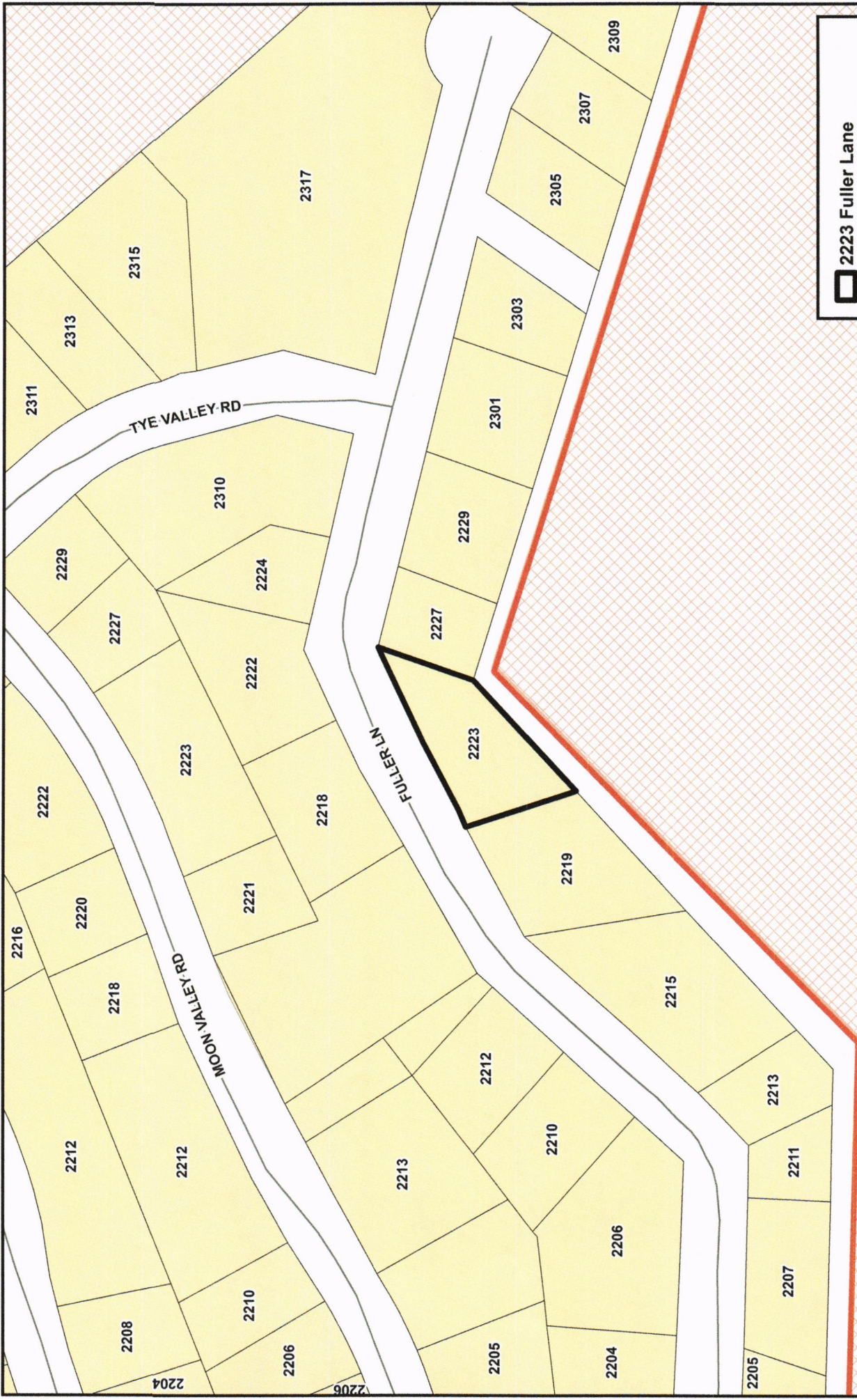


2223 Fuller Lane
Harker Heights City Limits
Harker Heights ETJ
Existing Use
 Single-Family Residence
 USACOE/Drainage
 Vacant/Agriculture

Harker Heights
 City of Harker Heights
 Planning and Development
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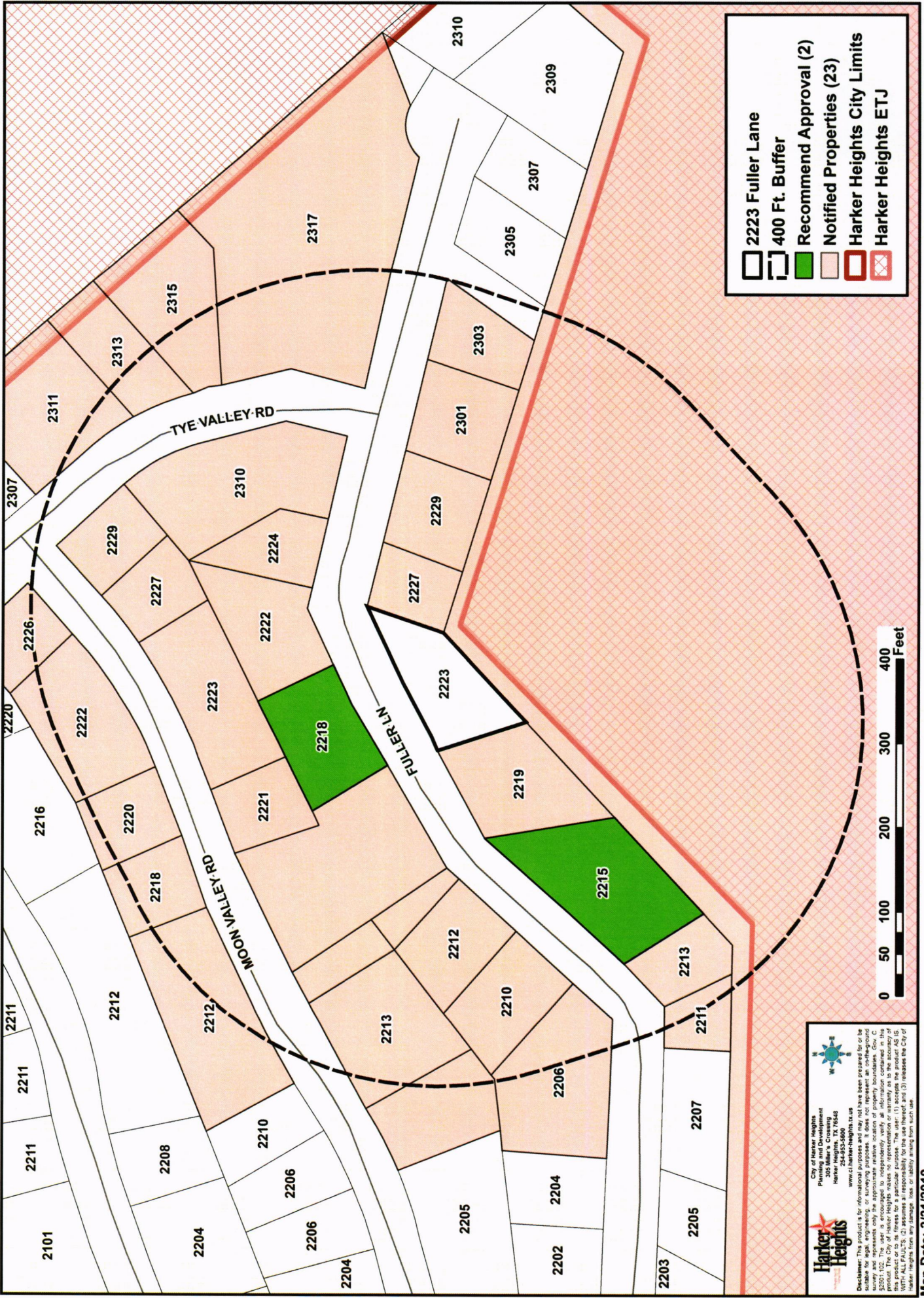
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0 50 100 200 300 400 Feet

2223 Fuller Lane
Harker Heights City Limits
Harker Heights ETJ
Future Land Use
Single Family Residential

Z19-0.

Notification



Harker Heights
 City of Harker Heights
 Planning and Development
 Harker Heights, TX 76548
 254-853-9600
www.ci.harkerheights.tx.us

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Map Date: 2/21/2019

TO: **City of Harker Heights
Planning & Development Department**

FROM: Donald A. Krieger and Carleen Q. Krieger

2218 Fuller Lane, Harker Heights, Tx 76548

(Address of Your Property that Could
Be **Impacted** by this Request)

RE: An application has been made to consider a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as part of Lot Eight (8) and all of Lot Nine (9) and Lot Ten (10), Block Four (4), Hidden Valley Estates, an addition in Bell County, Texas, recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, generally located at **2223 Fuller Lane**, Harker Heights, Bell County, Texas (see attached notification map).

I RECOMMEND APPROVAL OF THE REQUEST

I RECOMMEND DENIAL OF THE REQUEST

Comments:

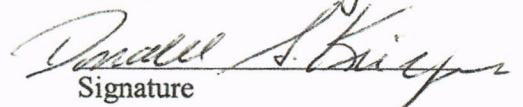
We strongly recommend the approval of this request. The Accessory Dwelling Unit
in question will have a positive impact on the appearance and quality of this
residential community.

Carleen Q. Krieger


Donald A. Krieger

Printed Name




Signature

February 15, 2019

Date

TO: **City of Harker Heights
Planning & Development Department**

FROM: HERMAN HUCK
2215 FULLER LANE
HARKER HEIGHTS, TX 76548-8702
(Address of Your Property that Could
Be **Impacted** by this Request)

RE: An application has been made to consider a Conditional Use Permit (CUP) to allow an accessory dwelling unit on property described as part of Lot Eight (8) and all of Lot Nine (9) and Lot Ten (10), Block Four (4), Hidden Valley Estates, an addition in Bell County, Texas, recorded in Cabinet A, Slide 212-A, Plat Records of Bell County, Texas, generally located at **2223 Fuller Lane**, Harker Heights, Bell County, Texas (see attached notification map).

I RECOMMEND APPROVAL OF THE REQUEST

I RECOMMEND DENIAL OF THE REQUEST

Comments:

HERMAN HUCK
Printed Name

Herman J. Huck
Signature

2-16-2019
Date

Received

FEB 21 2019

Planning & Development