



City of Harker Heights, Texas Planning & Development Department

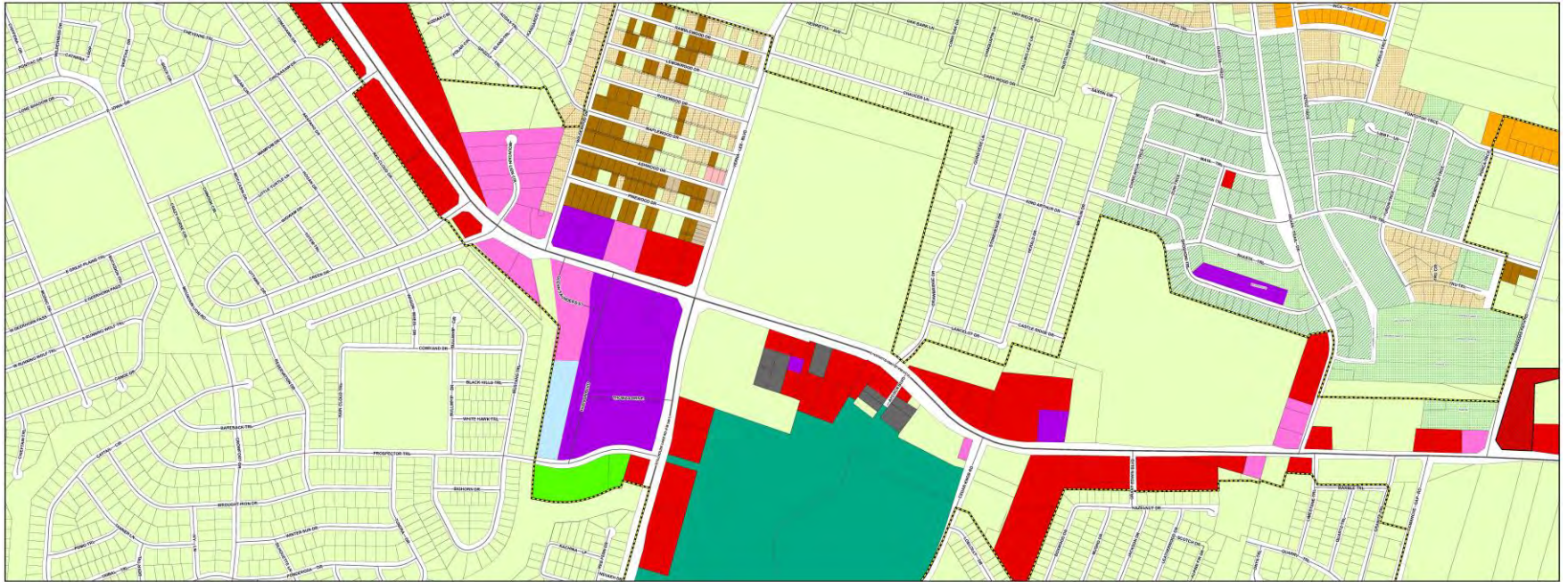
2018 Annual Report

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Introduction



*The **Annual Report** is a summary of planning process activity for the City of Harker Heights.*

This Annual Report is a summary of the Planning and Zoning activity within the City of Harker Heights, Texas and its Extraterritorial Jurisdiction (ETJ) for calendar year 2018. The Planning Department administers the following programs:

Administration

Program to professionally staff the Planning and Zoning commission with staff reports, exhibits and presentations in public hearings and workshops

Long Range Planning

Programs to assist interagency efforts with the Mobility 2030 document as well as Overlay Corridors and

Development Planning

Program to manage the Development review which includes City Staff review of Plats, Planned Developments, Conditional Use Permits, and Commercial Site Plans.



Mission Statement

To promote place making, sustainable economic development, environmental equity, quality design and development, and improve overall quality of life for the citizens of the City of Harker Heights, Texas.

Staff and Planning & Zoning Commission Summary

Planning & Zoning Commission (P&Z)

The Planning and Zoning Commission serves in an advisory capacity to the City Council by making recommendations on land use proposals including re-zonings, subdivision plats, and conditional use permits. The Commission also works with City Staff, community members and the Council in the development and updating the Comprehensive Plan and regional plans for the county.



December 5, 2018 - Commissioners at the last meeting of 2018 (from left to right) McCann, Charlton, Chairman Robison, Carey, Webster, Anderson, and Watford.

Staff and Planning & Zoning Commission Summary *Continued*



Drive-Thru Elevation



Development Review

The City Staff reviews plats, planned developments, concepts plans and provides preliminary review services for other projects at the conceptual stage of development. Members include staff from the following departments: Public Works, Fire, Planning, Legal, Contractual Engineer.

Elevations of the Raising Cane's along E. Knights Way. Permit Issued to begin construction on June 28, 2018. Grand opening on December 13, 2018.

Harker Heights Population Estimates

Population Estimates

The 2010 U.S. Census shows Harker Heights' population as 26,700. The City's population estimate for 2018 (based on water accounts from the Finance department), was 30,785*. The Harker Heights Population Table shows Harker Heights' population growth from 2000 to 2018.

Year	Harker Heights Population	Percent Change
2000	17,308	N/A
2001	18,439	6.53%
2002	19,061	3.37%
2003	20,114	5.52%
2004	21,300	5.90%
2005	23,576	10.69%
2006	24,331	3.20%
2007	25,235	3.72%
2008	25,859	2.47%
2009	26,560	2.71%
2010	27,600	3.92%
2011	27,324	-1.00%
2012	27,870	2.00%
2013	28,437	2.03%
2014	29,053	2.17%
2015	29,726	2.32%
2016	29,629	-0.33%
2017	30,510	2.97%
2018	30,785	0.90%

***Harker Heights Population Table** is a summary of historic population changes since 2000.*

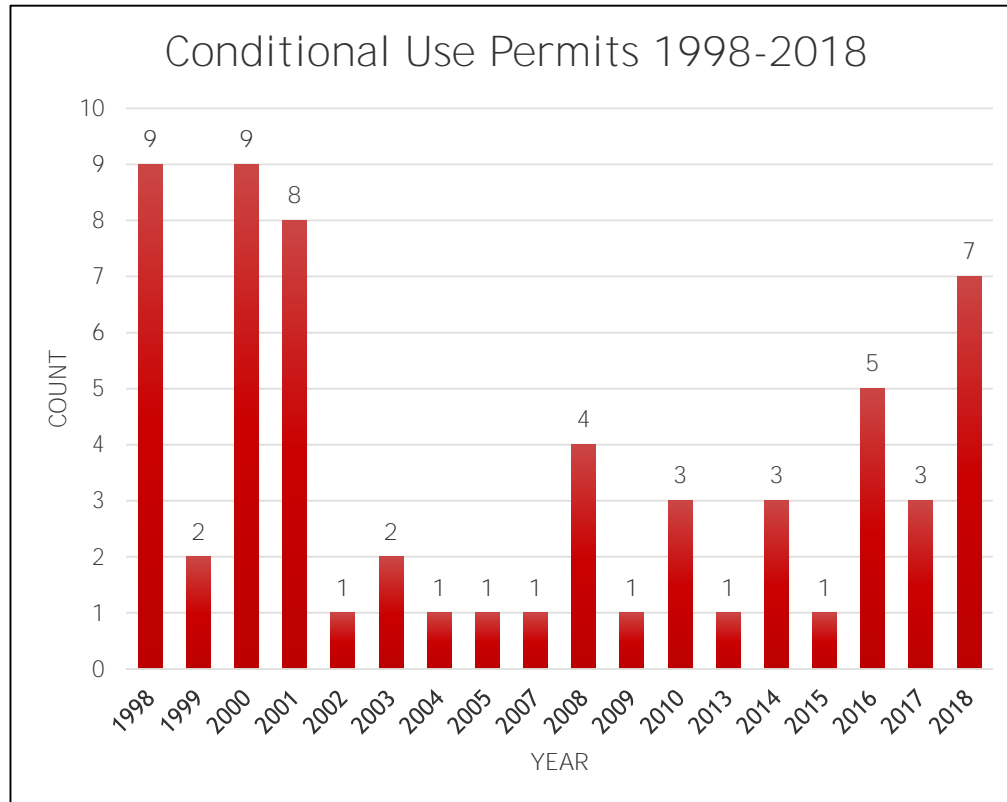
*The data presented are estimations from the Planning & Development Department. There are other sources with different population statistics but the Planning and Development Department believes the table presented to be the most accurate.

Conditional Use Permits

Conditional Use Permits

A Conditional Use Permit (CUP) provides a means for developing certain uses in a manner in which the use will be compatible with adjacent property and consistent with the desired character of the area according to the Comprehensive Plan. These uses generally have unusual nuisance characteristics or are of a public or semi-public character often essential or desirable for the general convenience and welfare of the community. Due to the nature of the use or possible adverse impact on neighboring property, review evaluation and exercise of planning judgement relative to the location is necessary.

The Planning Department processed eight (8) applications for the year 2018. The City Council approved a total of six (6) applications and denied (1) one. One application was withdrawn by the applicant. The CUPs Summary Table indicates the case number, location, purpose, and outcome for each CUP application received in 2018.

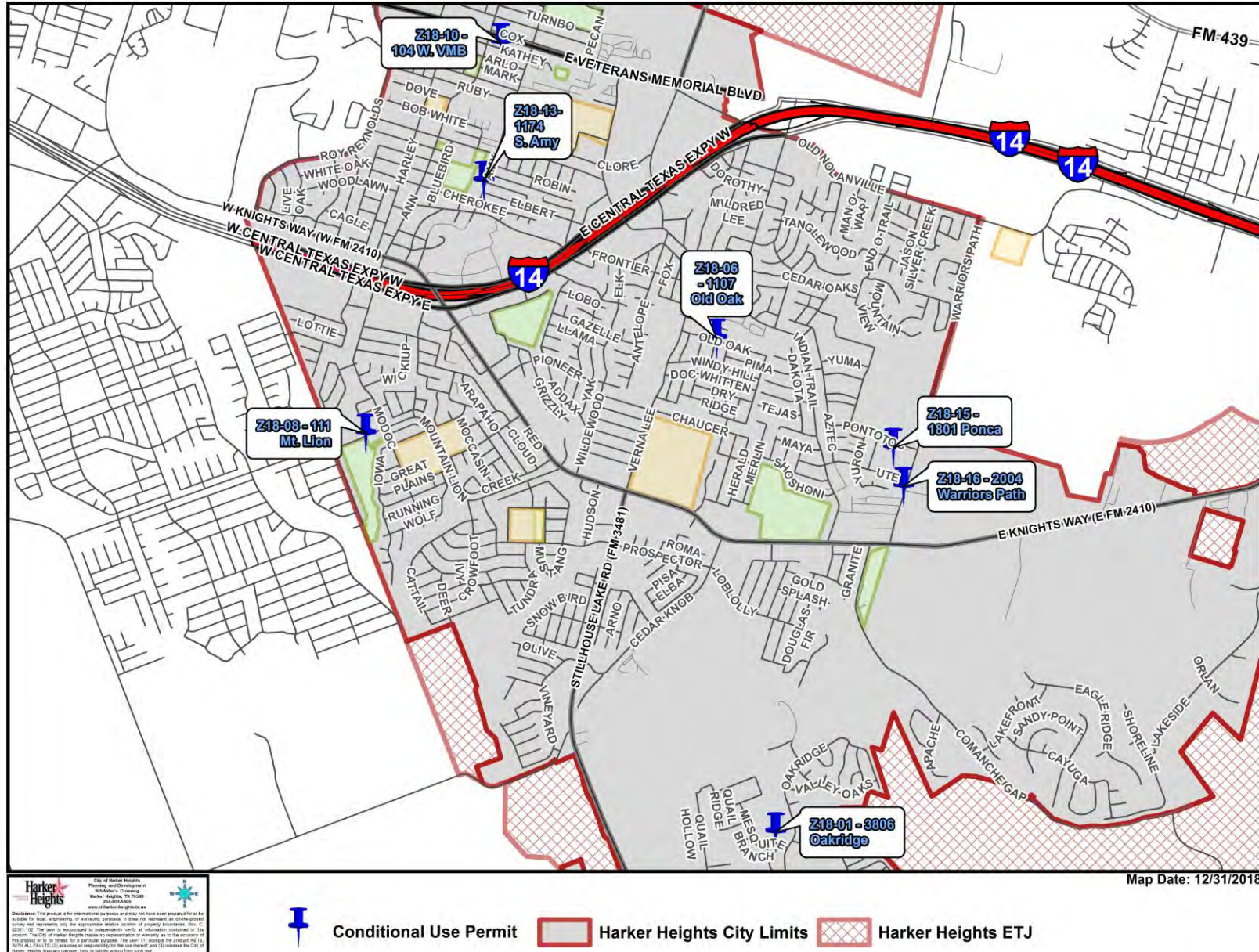


The CUP summary table identifies all the Conditional Use Permits processed by the Planning Department in 2018.

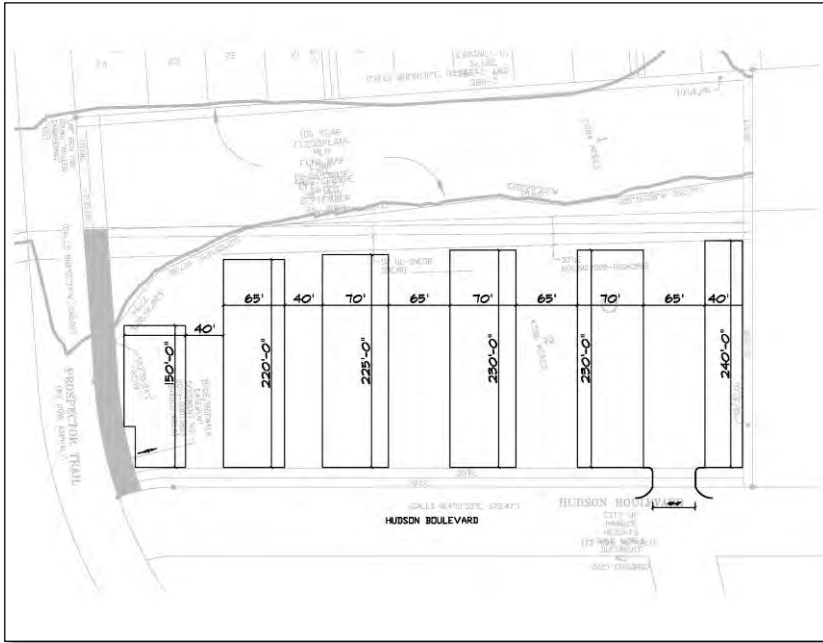
Conditional Use Permits Table

Case No.	Location	Purpose	Staff Recommendation	P&Z Recommendation	City Council Action
Z18-01	3806 Oakridge Blvd.	Conditional Use Permit to allow Accessory Dwelling Unit (ADU)	Approval	Approval	Approved Ord. 2018-08; 02-13-18
Z18-03	1922 Fall Creek	Conditional Use Permit to allow ADU	Applicant Withdrew Application	N/A	N/A
Z18-06	1107 Old Oak	Conditional Use Permit to allow ADU	Approval	Approval	Approved Ord. 2018-15; 05-08-18
Z18-08	111 Mountain Lion	Request to allow a small animal veterinarian clinic	Approval with Conditions	Approval	Denied
Z18-10	104 W. Veterans Memorial Blvd.	Request to adjust design requirements (pilot for VMB Overlay)	Approval with Conditions	Approval	Approved Ord. 2018-20; 08-18-18
Z18-13	1174 S. Amy Ln.	Request to adjust design requirements for existing storage business (Top Value Storage).	Approval with Conditions	Approval	Approved Ord. 2018-27; 12-11-18
Z18-15	1801 Ponca Trace	Conditional Use Permit to allow ADU	Approval	Approval	Approved Ord. 2018-29; 11-13-18
Z18-16	2004 Warriors Path	Existing non-conforming with mobile home. Requesting to replace MH and clad in masonry	Approval	Approval	Approved Ord. 2018-30; 11-13-18

Location Map for Conditional Use Permits



Planned Developments



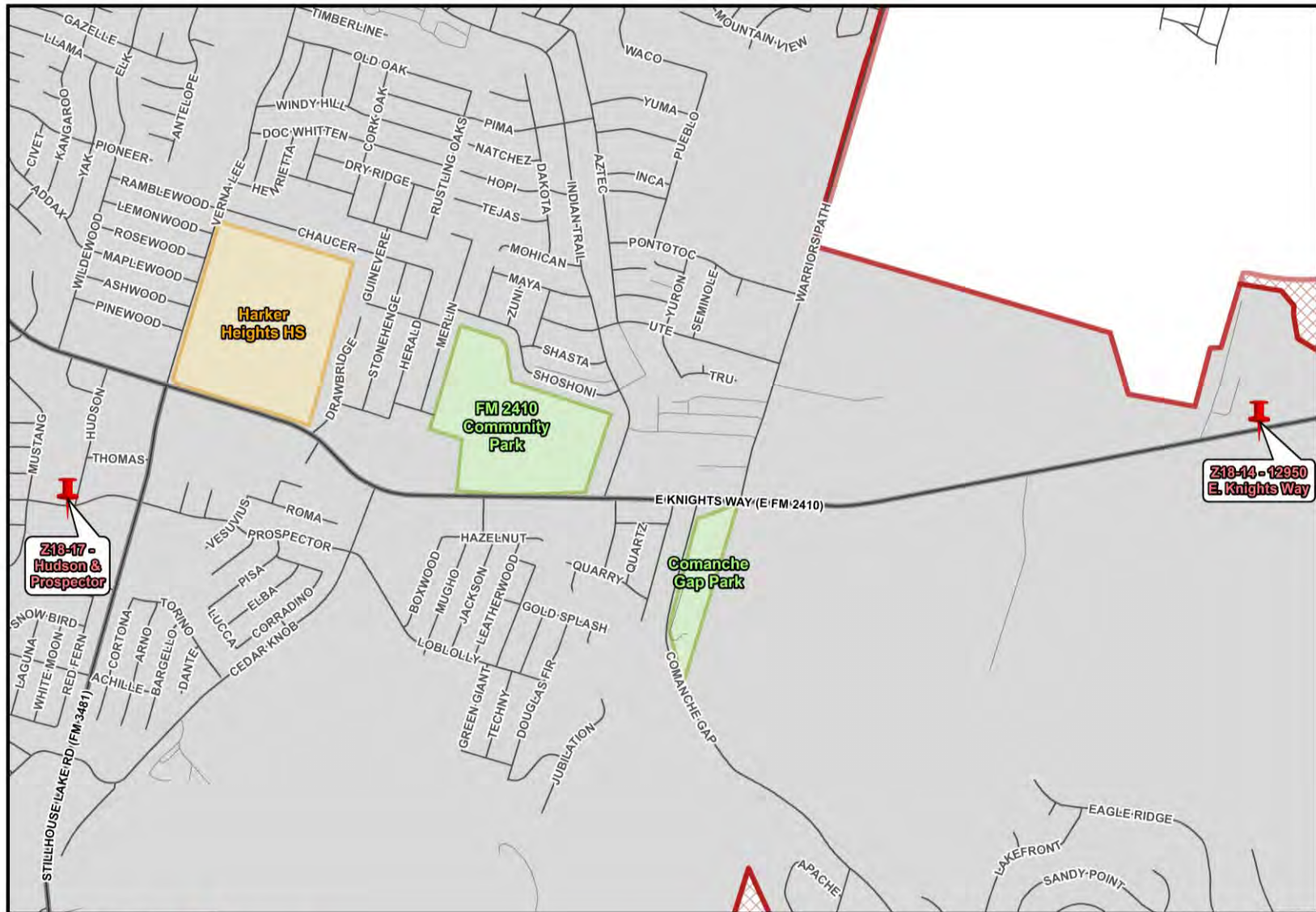
Site Layout of case Z18-17 - extension of Amy's Attic Self-Storage Facility.

Planned Developments

A Planned Development (PD) is a flexible overlay zoning district designed to respond to unique development proposals, special design considerations, safety, and compatibility of land uses, and the overall impact of the development on the City. Planning Staff reviews the Planned Development application and, with input from the Staff, makes recommendation to the P&Z Commission and City Council. The P&Z Commission and City Council review of the PD application must follow the review process, public notice, public hearing, protest and limitation on submittal requirements. The planning department processed two (2) Planned Development applications for the year 2018.

Case No.	Location	Purpose	From	To	Staff Recommendation	P&Z Recommendation	City Council Action
Z18-14	12950 E. FM 2410	Modifications to existing PD-M. Base zoning change from R-2 to R-1*	PD-M	PD-M*	Approval with Conditions	Approval	Approved Ord. 2018-28; 11-13-18
Z18-17	Corner of Hudson Blvd. and Prospector	Allow Planned Development for proposed addition of Amy's Attic Storage Facility	B-3	PD-B	Approval with Conditions	Approval	Approved Ord. 2018-31; 12-11-18

Location Map for Planned Development Cases



Planned Development



Harker Heights City Limits



Harker Heights ETJ

Map Date: 12/31/2018

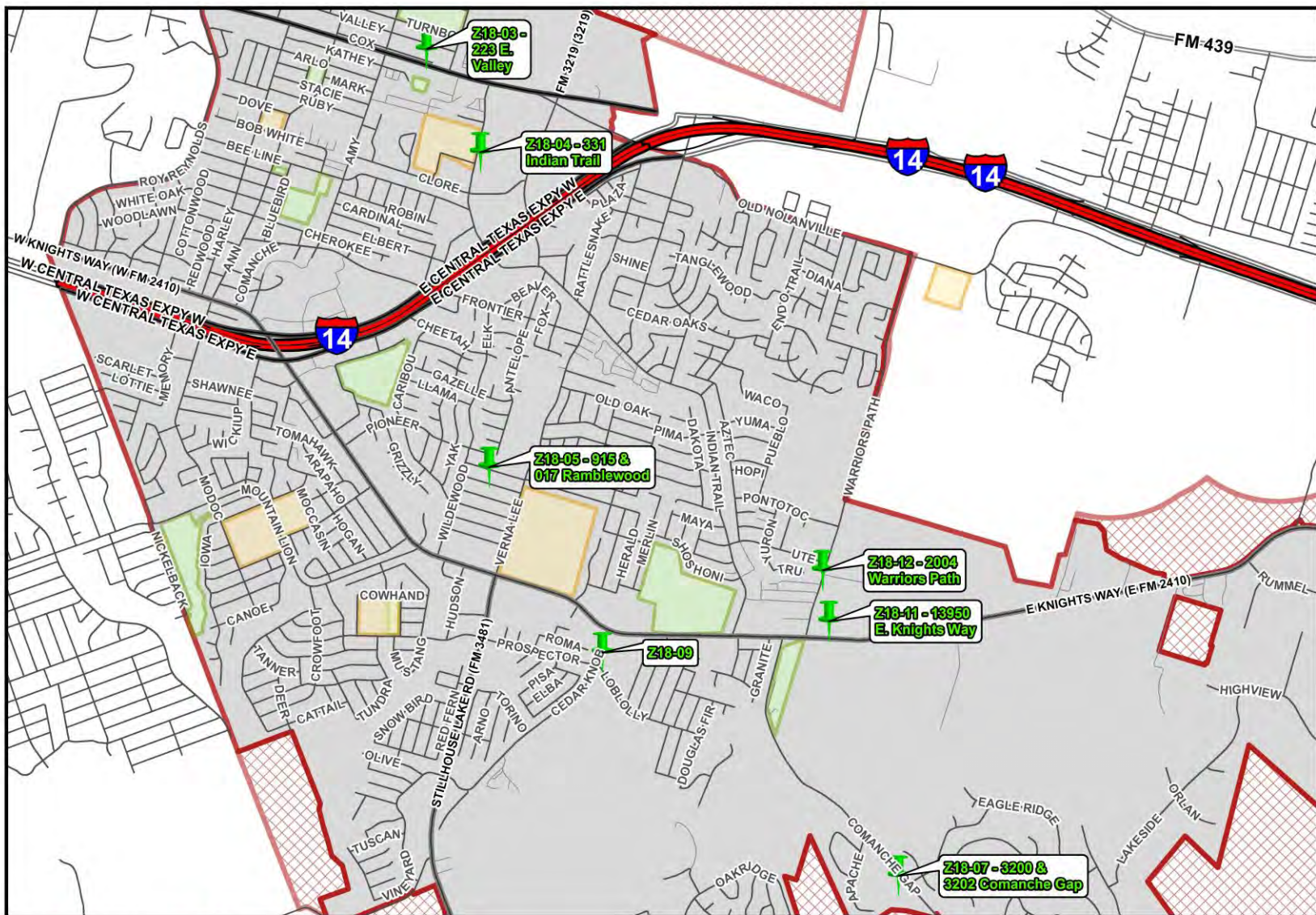
Rezoning

Rezoning

A rezoning is a change in the existing zoning designation to the boundaries of the existing zoning map. The change can be initiated by a land owner or by the City. The Planning & Development Department processed eight (8) rezoning applications. The City Council approved seven (7) applications and denied one (1) application.

Case No.	Location	Purpose	From	To	Staff Recommendation	P&Z Recommendation	City Council Action
Z18-03	223 E. Valley	Allow infill single family residence	R-3	R1-I	Approval	Approval	Approved Ord. 2018-07; 02-09-18
Z18-04	331 Indian Trail	Provide higher intensity commercial	B-1	B-3	Approval	Approval	Approved Ord. 2018-11; 04-10-18
Z18-05	915 & 917 Ramblewood	Allow Duplex development	R-1	R-2	Approval	Approval	Approved Ord. 2018-14; 05-08-18
Z18-07	3200 & 3202 Comanche Gap	Enable construction of a lager accessory unit – metal facade	R-1	R1-R	Approval	Approval	Approved Ord. 2018-17; 06-12-18
Z18-09	Along Cedar Knob, between Loblolly & E. Knights Way	Provide higher intensity commercial	R-1	B-4	Approval	Approval	Approved Ord. 2018-18; 07-10-18
Z18-11	13950 E. Knights Way	Rezoning remaining 3.3 acres to keep consistent with front acreage.	R-1	B-4	Approval	Approval	Approved Ord. 2018-24; 09-11-18
Z18-12	2004 Warriors Path	Existing non-conforming with mobile home. Requesting to replace MH and clad in masonry.	R-1	R-1(M)	Approval	Approval	Denied

Location Map for Rezoning Cases



Map Date: 12/31/2018



Rezone Locations



Rezone Locations **Harker Heights City Limits**



Harker Heights ETJ

Plats

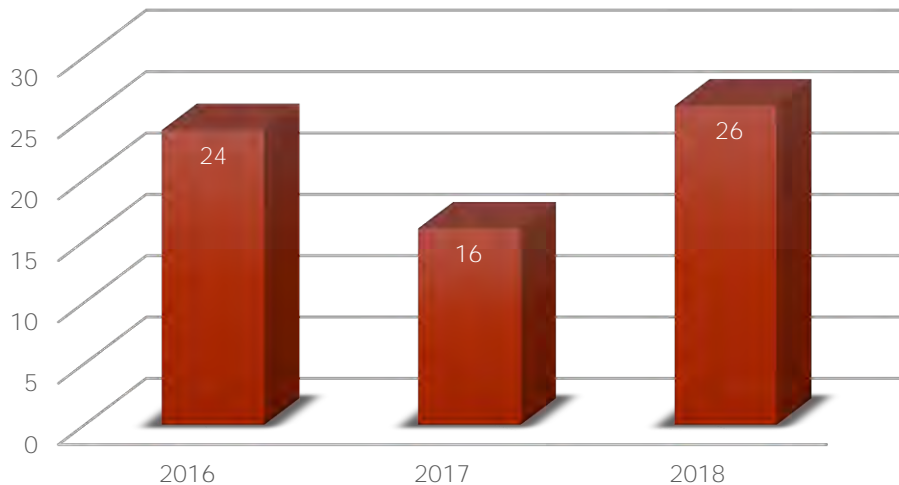
Plats

A plat is survey drawing representing a tract of land showing the precise boundaries and location of individual property lines. A plat should also provide information on the location of adjacent streets, easements, parks and open spaces and sidewalks. A plat is required when the owner of the property requests to subdivide a property into two or more parts. A plat is also required if the property owner wishes to construct a building on site - a construction permit will not be issued without a Plat on file.

The Planning Department works with other City Departments, Survey & Engineer companies and with the property owner to review plats within the City and ETJ (Extra-Territorial Jurisdiction). In total, the Planning Department Processed twenty-two (22) subdivision plats in 2017, including five (5) preliminary plats, two (2) final plats (with 3 awaiting infrastructure for approval), and sixteen (16) administrative plats. Three plats were located within the ETJ boundary. The Plat Summary Table shows the case number, subdivision, location, type of plat, acreage, number of lots, and outcome for the Plat application received in 2017.

*A **Plat** is a map representing a tract of land.*

Plats Reviewed 2016-2018



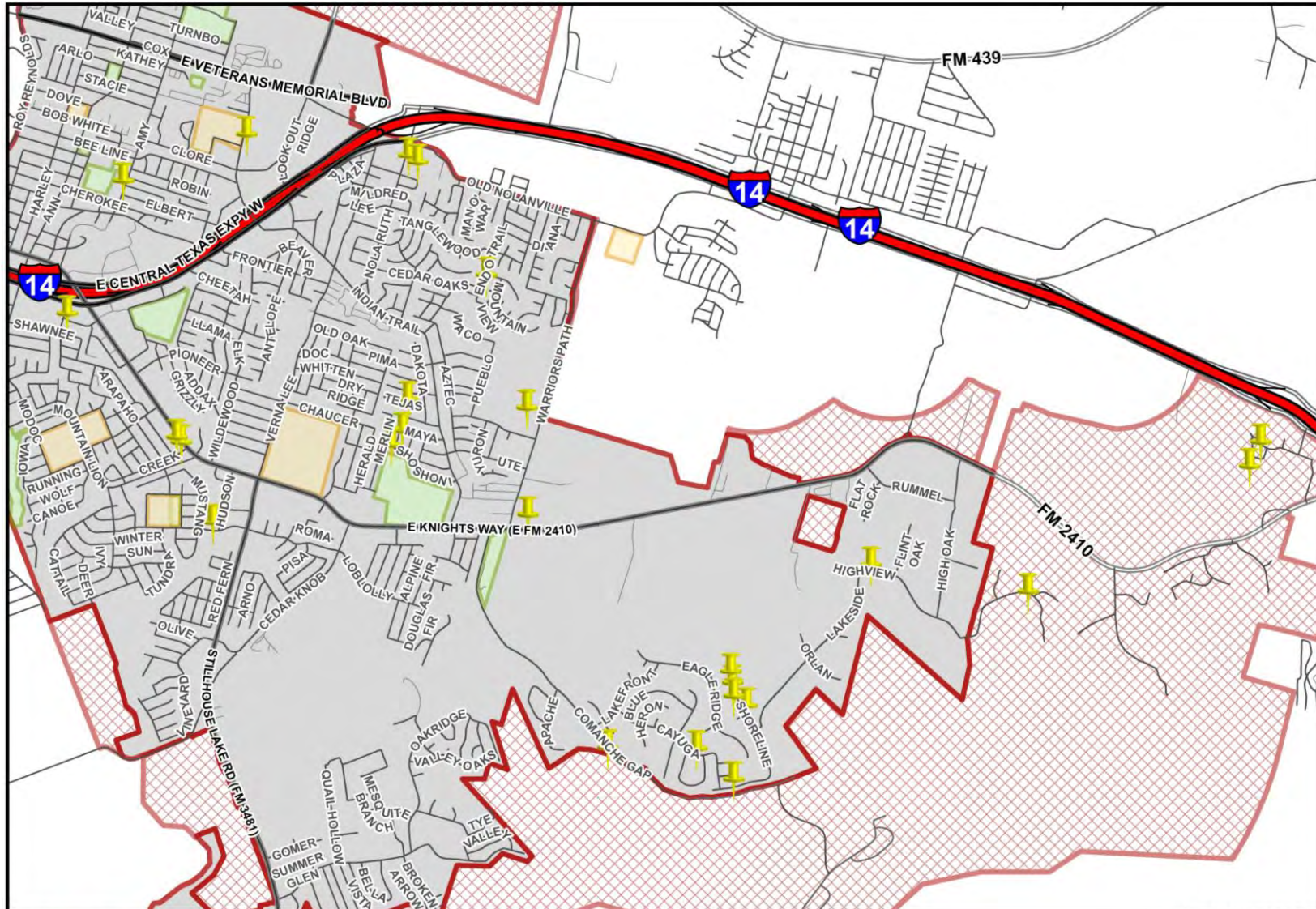
Plats Continued

Case No.	Subdivision Name	Location	Type of Plat	Acres	Number of Lots	CC Approval
P18-101	Shelton Addition, Phase 4	1196 S. Amy Ln.	Minor	0.464	1	N/A
P18-102	Maya Trail Development, 1 st Amendment	1410 Maya Trail	Minor	0.4677	1	N/A
P18-103	Charvick Addition	680 E. Knights Way	Preliminary	1.211	2	January 9, 2018
P18-104	Stonewall Ridge Ph. 2	Near Intersection of Nola Ruth & Old Nolanville Rd.	Preliminary	4.440	21	May 10, 2016
P18-106	Beulah Bluff Ph. 3	Corner of Indian Trl. & Shoshoni Trl.	Minor	1.202	2	N/A
P18-107	Miller Addition	331 Indian Trail	Minor	1.032	1	June 12, 2018
P18-108	Colgate Addition	Intersection of Heights Dr. & Commercial Dr.	Minor	0.758	1	N/A
P18-109	Colinas Del Lago Replat No. 2	ETJ	Minor	1.88	1	N/A
P18-110	Beulah Bluff Ph. 4	ETJ	Minor	1.661	3	N/A
P18-111	Fremming Addition	3409 Shoreline Dr.	Minor	1.048	1	N/A
P18-112	Shoreline Development No. 1	3535 Shoreline Dr.	Minor	1.374	1	N/A
P18-113	The Ridge Phase 3, Third Amendment	3522 Shoreline Dr.	Minor	1.433	1	N/A
P18-114	Tejas Trail Development	1421 & 1423 Tejas Trl.	Minor	0.458	2	N/A
P18-115	Shoreline Development No. 2	3540 Shoreline Dr.	Minor	1.737	1	N/A

Plats Continued

Case No.	Subdivision Name	Location	Type of Plat	Acres	No. of Lots	CC Approval
P18-116	Cayuga Drive Development	3408 & 3410 Cayuga Dr.	Minor	2.108	2	N/A
P18-117	Leasure Addition	N/A	--	--	--	WITHDRAWN
P18-118	Hoskins Place Addition	901 End-O-Trail	Minor	0.646	1	N/A
P18-119	Stonewall Ridge Phase 1, First Amendment	Corner of Stonewall Ridge and Nola Ruth Blvd.	Minor	0.326	1	N/A
P18-120	Ortega Addition	12960 E. Knights Way	Preliminary/Final	5.559	1	Passed (5-0) August 28, 2018
P18-121	Watrous Addition	3310 Comanche Gap	Minor	1.001	1	N/A
P18-122	KISD Middle School No. 14	1600 Warriors Path	Preliminary	31.811	1	Passed (5-0) November 13, 2018
P18-123	L.S. Knight Addition	11336 Highview Dr.	Minor	5.169	2	N/A
P18-124	Skipcha Commercial North	Corner of Hudson Blvd. & Prospector	Minor	6.730	2	N/A
P18-125	Comanche Land 2 nd Unit, Replat Park Block 15 & 21	1300 Chiricahua Trce & 1416 Shoshoni	Minor	0.83	4	N/A
P18-126	The Ridge Phase 3, Fourth Amendment	3529 Shoreline Dr.	Minor	1.62	1	N/A
P18-127	Charvick Addition, Second Replat	670 E. Knights Way	Minor	0.878	1	N/A

Location Map for Plats



Plats Reviewed in 2018



Harker Heights City Limits



Harker Heights ETJ

Map Date: 2/20/2019

Code Amendments & Zoning Board of Adjustments

Code Amendments

A Code Text Amendment may be necessary when the Planning Department recognizes a section of existing Code that is inconsistent with City goals or when additional clarification is needed. The proposed amendments are generally reviewed by the Planning & Zoning Commission and also taken to a City Council Workshop before adoption. The Code Amendments table below outlines all the code changes initiated by the Planning and Development Department in 2018.

Update	Code Chapter	Purpose	Ordinance
2017 National Electric Code	Chapter 150: Building Regulations	Amending Section 150.02 of the Code of Harker Heights, to adopt the 2017 National Electric Code	2018-09; Passed 02/13/18
Dumpster Requirements	Chapter 51.16: Dumpster Requirements	Updating the Code of Harker Heights Section 51.16 (D) Dumpster Requirements, to enhance screening materials.	2018-12; Passed 04/10/18
Sign Code Regulations - Off-Premise Signage	Chapter 151: Sign Regulations	Amending Section 151.015 Off- Premise Outdoor Advertising Signs in Certain Areas and 151.016 Special Events	2018-19 passed 08/07/18

Zoning Board of Adjustments

The Zoning Board of Adjustments hears and decides appeals where it is alleged there is an error in any order, requirements decision, or determination made by an administrative official in the enforcement of the Zoning Ordinance. The quasi-judicial body met once in 2018 to review applications received by the Planning and Development Department.

Case No.	Date	Location	Purpose	ZBA Recommendation
ZBA_18-100	April 18, 2018	335 E. Knights Way (Raising Cane's)	Variance to allow a free standing monopole sign, and allow a maximum height of 35' and a maximum sign area of 133 square feet.	Disapproval.

Accomplishments & Ongoing Projects

Participation in Census 2020 - LUCA Program

- ▶ The Planning and Development department took part in the **2020 U.S. Census' Local Update of Census Addresses (LUCA)** program. The LUCA program is the only opportunity offered to tribal, state and local governments to review and comment on the U.S. Census Bureau's residential address list for Harker Heights prior to the 2020 Census. Participation in LUCA can help ensure an accurate population count for the City of Harker Heights.

The 2020 Census Local Update of Census Addresses Operation (LUCA)

What is LUCA?

LUCA is the only opportunity offered to tribal, state, and local governments to review and comment on the U.S. Census Bureau's residential address list for their jurisdiction prior to the 2020 Census. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census.



Why participate in LUCA?

- To help ensure an accurate decennial census count in your community.
- To help the federal government distribute more than \$400 billion in funds annually for infrastructure, programs, and services.
- To help your community plan for future needs.

Who can participate in LUCA?

Active, functioning, legal governments can participate in LUCA. These include:

- Federally recognized tribes with a reservation and/or off-reservation trust lands.
- States.
- Counties.
- Cities (incorporated places).
- Townships (minor civil divisions).

If you are unable to participate in LUCA, you may designate an alternate reviewer for your government, such as your county, state data center, or regional planning agency.

Schedule

- January 2017: Advance notification of LUCA mailed to the highest elected official (HEO) or Tribal Chairperson (TC) of all eligible governments and other LUCA contacts.
- March 2017: LUCA promotional workshops begin.
- July 2017: Invitation letter and registration forms mailed to the HEO or TC of all eligible governments.
- October 2017: Training workshops begin. Self-training aids and Webinars will be available online at the LUCA Web site.
- February 2018: Participation materials mailed to registered participants. Participants have 120 calendar days from the receipt of materials to complete their review.
- August 2019: Feedback materials offered to participants with the results of Address Canvassing.
- April 1, 2020: Census Day.

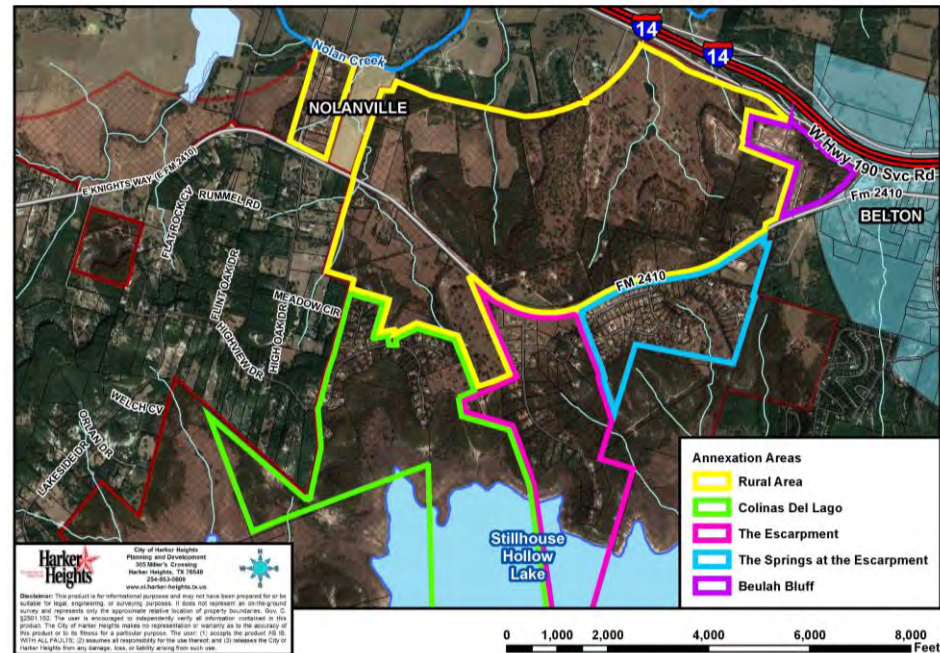
For more information about LUCA, call 1-844-344-0169, e-mail us at <GEO.2020.LUCA@census.gov>, or visit our Web site at <www.census.gov/geo/partnerships/luca.html>.

ETJ Annexation Plan (Ongoing)

- ▶ Throughout the year Staff has met with the Planning and Zoning Commission as well as the City Council to discuss the potential for annexation. Obtaining additional acreage to increase growth within the City would be beneficial; the project has proven to be cost prohibitive for the City to move forward at this time.

Map Date: 9/12/2018

Annexation Areas



Accomplishments & Ongoing Projects

Noise Regulations (Ongoing)

► In May of 2018 the Planning Department asked for guidance to amend or update Chapter 95: Noise Regulations. Current noise regulations have been historically difficult to enforce due to the confusion of interpretation. Alongside the Police Department, Staff aims to produce a revised draft of Chapter 95, to include ambient noise readings in order to set standards for noise disturbances during the day and night.

City	Residential		Non-Residential	
	Day	Night	Day	Night
Harker Heights	7am - 10pm	10pm-7am	7am - 10pm	10pm-7am
Decibel		55 db		65 db
Buda	7am - 10pm	9pm-7am (Sat.-Thurs.); 11:30pm-7am (Fri. & Sat.)	7am - 10pm	9pm-7am (Sat.-Thurs.); 11:30pm-7am (Fri. & Sat.)
Decibel	63 dB	56 dB	70 dB	63 dB
Georgetown	7am - 10pm	10pm- 7am	7am - 10pm	10pm - 7am
Decibel	63 dB	56 dB	70 dB	63 dB
Cedar Park	7am - 10pm	10pm-7am	7am-10pm (Sun.-Thurs.); 7am- 11pm (Fri. & Sat.)	10pm-7am (Sun.-Thurs.); 11pm-7am (Fri. & Sat.)
Decibel	70 dB(A) or 80 dB (C)	50 dB(A) or 60 dB (C)	75 dB(A) or 85 dB(C)	65 dB(A) or 70 dB(C)
Coppertown Cove		10pm - 7am		10pm - 7am
Decibel				
Killeen		11pm - 7am		11pm - 7am
Decibel	50 dB (C) or 60 dB(A)	50 dB (C) or 60 dB(A)	50 dB (C) or 60 dB(A)	50 dB (C) or 60 dB(A)
Belton	9am-10:30pm (Sun.-Thurs.); 9am-midnight (Fri. & Sat.)		9am-10:30pm (Sun.-Thurs.); 9am-midnight (Fri. & Sat.)	
Decibel	85 dB		85 dB	
Temple	7am - 10:30pm			
Decibel				
Waco	7am - 10pm	10pm - 7am	7am - 10pm	10pm-7am
Decibel	85 dB	80 dB	85 dB	85 dB



Heavy Vehicles & Parking on Residential Lawns (Ongoing)

- Complaints by residents have raised an issue of “Heavy Vehicles” parking within residentially zoned areas of Harker Heights as well as vehicles, trailers and the like parked within landscaped areas of residential lots. These concerns have been brought about as nuisances that degrade the aesthetic character of neighborhoods and potentially cause damages to city streets and infrastructure. Staff will continue working on amending ordinances with City Council’s approval in order to promote and protect the interests of the citizens.

2019 Preview

One of the main purposes of the Annual Report is to look ahead to 2019 and anticipate those items that the City desires to work on over the next 12 months. The Planning and Development Department is excited about what 2019 has in store. Throughout the year the department intends to continue **amending various sections of the City's code to** update and improve ordinances, update the Future Land Use Map, implement alternative mobility options, identify substandard structures, and work towards updating the **City's Comprehensive Plan.**



2018 Planning and Zoning Commissioners and Planning Staff

Planning and Zoning Commission

Larry Robison, Chair

Noel Webster, Vice Chair

Darrel Charlton, Secretary

Joshua McCann

Jan Anderson

Lana “Kay” Carey

Stephen Watford

Planning Staff

Joseph Molis, Director of Planning

Courtney Pate, Senior Planner

Dan Phillips, GIS Analyst/Planner

Tiffany Dake, Planning
Administrative Assistant