



NOTICE OF REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF BURNET, TEXAS

City of Burnet Council Chambers, Hwy 281 South, Burnet, Texas 78611

Monday, July 07, 2025 at 5:30 PM

Notice is hereby given that a **Regular Meeting of the Planning and Zoning Commission** of the City of Burnet, will be held on **Monday, July 07, 2025 at 5:30 PM** located in the City of Burnet Council Chambers located at 2402 S. Water Street (Hwy 281 South, Burnet Municipal Airport) Burnet, Texas at which time the following subjects will be discussed, to wit:

This notice is posted pursuant to the Texas Government Code, Chapter §551-Open Meetings.

1. CALL TO ORDER:

2. ROLL CALL:

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.*

1. Minutes of the regular meeting of the Planning and Zoning Commission of the City of Burnet, Burnet, Texas held June 2, 2025.
2. Minutes of the special meeting of the Planning and Zoning Commission of the City of Burnet, Texas held June 11, 2025.

4. PUBLIC HEARINGS AND ACTION ITEMS:

1. Public hearing and action: Ordinance No. 2025-29: L. Kimbler

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 109 WILD SAGE DRIVE FROM ITS PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF MANUFACTURED HOME – DISTRICT “M-1”; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

1. Staff Presentation
2. Public Hearing
3. Discuss and consider action

5. STAFF REPORTS:

6. REQUESTS FOR FUTURE AGENDA ITEMS:

7. ADJOURN

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Planning and Zoning Commission of the City of Burnet, is a true and correct copy of said notice and that I posted a true and correct copy of said notice on the bulletin board, in the City Hall of said City, Burnet, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on July 2, 2025 at or before 5:00 o'clock p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 2nd day of July 2025

Leslie Kimbler, Asst. City Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS:

The City of Burnet Council Chambers are wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services, such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's office (512.756.6093) at least two working days prior to the meeting. Requests for information may be emailed to the City Secretary at citysecretary@cityofburnet.com



PLANNING AND ZONING COMMISSION MINUTES

On this the 2nd of June 2025, 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 Gates, Dan Stewart, Dwayne Tuttle, and Lee Carney.
Members absent: None.

Guests: Mary Jane Shanes, Carol Will, John Will, Prabin KC, Debendra Parajuli, Birkha Khatin, Sherry Ray, Renee Meredith, Ariella Meadows, Stacy Horner, Marcus Horner, David Cothran and Ann Hoskins

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

3. SPECIAL REPORTS:

1. Special Report and Introduction given by Councilmember Tommy Gaut.

Councilmember Tommy Gaut welcomed the Commissioners and explained how the P&Z Commissioners can be advisors to City Council.

4. ELECTION OF OFFICERS:

1. Agenda Item: The Planning and Zoning Commission of the City of Burnet will elect officers from among its members.

Vice-Chairman Calib Williams opened the floor for nominations of Chairman. Commissioner Gates made a motion to elect Commissioner Calib Williams as Chairman. The motion was seconded by Commissioner Carney. The motion carried with a vote of 5 to 0.

Chairman Williams opened the floor for nominations of Vice-Chairman. Commissioner Gates made a motion to elect Commissioner Carney. The motion was seconded by Commissioner Williams. The motion carried with a vote of 5 to 0.

5. **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.

1. Minutes of the regular meeting of the Planning and Zoning Commission of the City of Burnet, Texas held on April 7, 2025.
2. Minutes of the special meeting of the Planning and Zoning Commission of the City of Burnet, Texas held on May 12, 2025

There being no objections, Chairman Williams approved the minutes as presented.

6. PUBLIC HEARINGS AND ACTION ITEMS:

1. Public hearing and action: Ordinance No. 2025-25: L. Kimbler

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 GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR "GASOLINE AND/OR ALCOHOL SALES" IN A LIGHT COMMERCIAL-DISTRICT "C-1" ZONING DISTRICT FOR PROPERTY LOCATED AT 1003 N WATER STREET; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; 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 for a Conditional Use Permit to allow the sale of gasoline. Chairman Williams opened the public hearing at 6:17 p.m. Prabin KC, Engineering Manager with Innovative Design & Construction, spoke to the Commission on behalf of the owner, Debendra Parajuli in support of the request. Mary Jane Shanes spoke to the Commission in opposition stating, "this is not smart growth." There being no further public comments, Chairman Williams closed the public hearing at 6:20 p.m. Commissioner Stewart made a motion to deny the request for a Conditional Use Permit to allow the sale of gasoline. The motion was seconded by Commissioner Williams. The motion to deny was approved with a vote of 5 to 0.

Commissioner Stewart voted not to approve the request due to safety concerns, congestion, school district concerns and ingress/egress from the facility not being safe. Commissioners Carney, Williams, Gates, and Tuttle voted not to approve for the same reasons as Commissioner Stewart and the effect on the neighbors.

2. Public hearing and action: Ordinance No. 2025-22: L. Kimbler

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 LOCATED AT THE NORTH CORNER OF COUNTY ROAD 108 AND NORTH WATER STREET FROM ITS CURRENT DESIGNATION OF AGRICULTURE – DISTRICT "A" TO A DESIGNATION OF MEDIUM COMMERCIAL – DISTRICT "C-2" WITH A CONDITIONAL USE PERMIT TO ALLOW FOR "TRUCK STOP, WITH NO REPAIR

OR WASH SERVICE”; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; 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 rezone the property to Heavy commercial – District “C-3” with a Conditional Use Permit to allow for a truck stop. Chairman Williams opened the public hearing at 6:35 p.m. Rick Neely spoke to the commission about the light at the intersection, he did not speak for or against the request. Renee Meredith spoke to the commission in opposition due to the traffic noise, activity at the truck stop and the effect on property values due to hazardous issues. Saif Momin, owner, spoke to the commission in support of the request. He believes this is the prime location because most of the property in this location is zoned commercial. He wants to be a community partner not a nuisance. There being no further public comments, Chairman Williams closed the public hearing at 6:41 p.m. Commissioner Williams made a motion to recommend approval. The motion was seconded by Commissioner Gates. The motion was carried with a vote of 4 to 1. Commissioner Stewart voted to deny the request due to safety issues and would like more information on how the request benefits the City. Commissioners Carney, Williams, Gates, and Tuttle voted to approve the motion because they felt it was the best place for a truck stop and had less safety issues.

3. Public hearing and action: Ordinance No. 2025-23: L. Kimbler

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, AMENDING CITY OF BURNET CODE OR ORDINANCES, CHAPTER 118 (ENTITLED “ZONING”) BY AMENDING ARTICLE IV (ENTITLED “ADMINISTRATION”); PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PENALTY NOT TO EXCEED \$2000.00; 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 an ordinance amending City of Burnet code of ordinances, Chapter 118 (Entitled “Zoning”). Chairman Williams opened the public hearing at 6:54 p.m. There being no public comments, Chairman Williams closed the public hearing at 6:55 p.m. Commissioner Stewart made a motion to recommend approval. The motion was seconded by Commissioner Carney. The motion was carried with a vote of 5 to 0.

4. Public hearing and action: Ordinance No. 2025-24: L. Kimbler

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, AMENDING CITY OF BURNET CODE OR ORDINANCES, CHAPTER 118 (ENTITLED “ZONING”) BY AMENDING SECTION 118-62 (ENTITLED “LANDSCAPING AND SCREENING REQUIREMENTS”); 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 an ordinance amending City of Burnet code of ordinances, Chapter 118 (Entitled "Zoning"). Chairman Williams opened the public hearing at 6:58 p.m. Rick Neely spoke to the Commission, inquiring what screening meant; once staff answered Mr. Neely's question, he had no further comment either for or against the request. There being no further public comments, Chairman Williams closed the public hearing at 6:59 p.m. Commissioner Gates made a motion to recommend approval. The motion was seconded by Commissioner Carney. The motion was carried with a vote of 5 to 0.

7. STAFF REPORTS: None.

- 8. REQUESTS FOR FUTURE AGENDA ITEMS:** Planning manager, Leslie Kimbler, asked the Commission for availability for a special meeting next week regarding Burnet Industrial Park. Commissioners agreed on Wednesday, June 11, 2025, at 5:30pm.

ADJOURN:

There being no further business, Chairman Williams adjourned the meeting at 7:05 p.m.

Calib Williams, Chairman
City of Burnet Planning and Zoning Commission

Attest: _____
Bobbi Havins, Secretary



PLANNING AND ZONING COMMISSION MINUTES

On this the **11th of June 2025**, the Planning and Zoning Commission of the City of Burnet convened in Regular Session, at 5:30 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 5:31 p.m. by Chairman Calib Williams.

2. ROLL CALL:

Members present: Calib Williams, Lee Carney, Glen Gates, Dan Stewart, Dwayne Tuttle

Guests: Wade Langley

Others present: Keith McBurnett, Assistant City Manager, and Leslie Kimbler, Planning Manager

3. PUBLIC HEARINGS AND ACTION ITEMS:

1. Public hearing and action: Resolution No. R2025-48: L. Kimbler

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE CODE OF ORDINANCES, SECTION 98-24 – FINAL PLAT FOR THE PROPOSED MINOR PLAT OF BURNET INDUSTRIAL PARK, BLOCK 3, SUBDIVISION

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

Planning Manager, Leslie Kimbler, presented staff's report regarding the requested variance. Chairman Williams opened the public hearing at 5:35 p.m. Guest Wade Langley introduced himself, as the applicant, to the Commission and stated he was available to answer any questions. There being no further comments, Chairman Williams closed the public hearing at 5:36 p.m. Commissioner Stewart made a motion to recommend approval. The motion was seconded by Commissioner Carney. The motion was carried with a vote of 5 to 0.

2. Public hearing and action: Resolution No. R2025-49: L. Kimbler

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE MINFOR PLAT OF BURNET INDUSTRIAL PARK, BLOCK 3 SUBDIVISION

- (1) Staff Presentation – L. Kimbler
- (2) Public Hearing

(3) Consideration and action

Planning Manager, Leslie Kimbler, presented staff's report regarding the minor plat. Chairman Williams opened the public hearing at 5:38 p.m. There being no public comments, Chairman Williams closed the public hearing at 5:38 p.m. Commissioner Williams made a motion to recommend approval. The motion was seconded by Commissioner Tuttle. The motion was carried with a vote of 5 to 0.

4. **STAFF REPORTS:** Staff informed the Commission that City Council would be moving their meeting times to 5pm and opened the floor for discussion regarding moving the Planning and Zoning Commission times. After a short discussion, everyone agreed upon 5:30pm being an appropriate time for future Planning and Zoning Commission meetings

5. **REQUESTS FOR FUTURE AGENDA ITEMS:** None

ADJOURN:

There being no further business, Chairman Williams adjourned the meeting at 5:42 p.m.

Calib Williams, Chairman
City of Burnet Planning and Zoning Commission

Attest: _____
Bobbi Havins, Secretary



CITY OF BURNET

PLANNING AND ZONING

ITEM BRIEF

Meeting Date

July 7, 2025

Agenda Item

Public hearing and action: Ordinance No. 2025-29: L. Kimbler

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 109 WILD SAGE DRIVE FROM ITS PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF MANUFACTURED HOME – DISTRICT “M-1”; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

1. Staff Presentation
2. Public Hearing
3. Discuss and consider action

Information

The subject property is a half-acre lot located on the north side of West Highway 29, along Wild Sage Drive, approximately a quarter mile before the lighted intersection at Hoover Valley Drive and a quarter mile past the Hill Country Motorheads motorcycle museum. At present, there is an existing site-built residential structure on the property, originally constructed around 1960. The applicant is requesting a zoning change to allow for the removal of the existing residence and the installation of a manufactured home on the site. The property is bisected by the city limits line; the location of the home is within the city limits.

The proposed zoning district permits manufactured homes with a minimum living area of 1,100 square feet on lots of at least 7,600 square feet. Each lot must have an average depth of no less than 120 feet and a minimum width of 90 feet. The subject lot does meet all these requirements. Additionally, manufactured homes must be securely anchored prior to the issuance of a certificate of occupancy and must be fully skirted within 90 days of installation.

The property is not currently served by City of Burnet utilities. Electrical service is provided by Pedernales Electric Cooperative (PEC), while water and wastewater services are handled through a private well and septic system. Access to the site is via a privately maintained road. This property is not located within a special flood hazard area.

Staff has discussed the proposed zoning change internally with all other departments; there are no objections from the City of Burnet Fire Chief and Police Chief to the requested change in zoning.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	ETJ	"C-2"	"R-1"	"C-3"
FLUM	Residential	Commercial	Residential	Commercial
Land Use	Residential	Residential	Residential	Undeveloped

Public Notification

Written notices were mailed to four (4) surrounding property owners within 200 feet of the subject property. There have been zero responses in favor and zero responses in opposition.

Recommendation

Open the public hearing. At the conclusion of the public hearing, discuss and consider the draft ordinance.

Exhibit A – Location and Current Zoning

109 WILD SAGE DRIVE

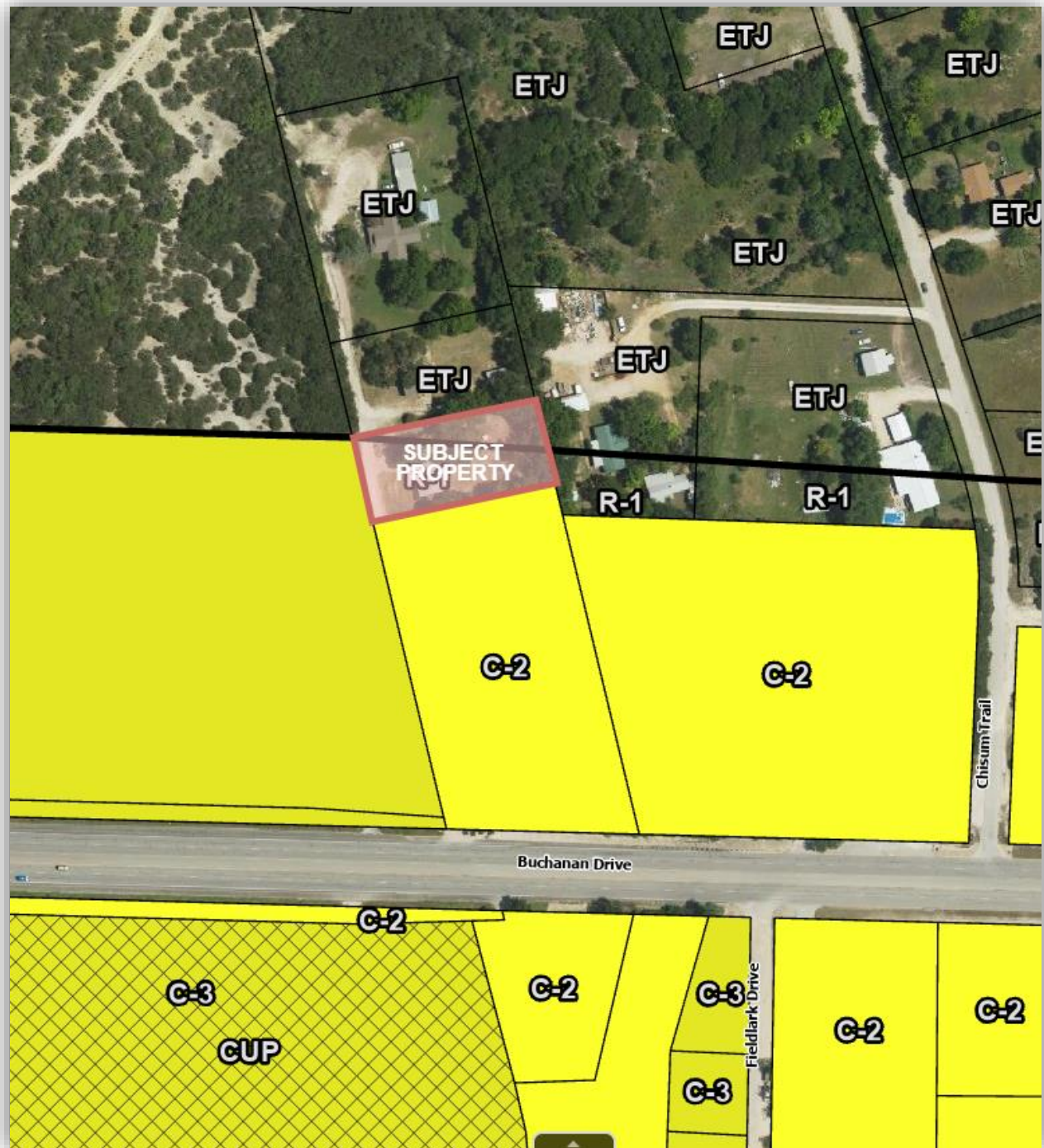


Exhibit A – (cont'd) Location



ORDINANCE NO. 2025-29

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 109 WILD SAGE DRIVE FROM ITS PRESENT DESIGNATION OF SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” TO A DESIGNATION OF MANUFACTURED HOME – DISTRICT “M-1”; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council, by the passage and approval of Ordinance No. 2021-01, affixed the zoning classifications for each and every property located within the city in accordance with the Official Zoning Map as approved with said ordinance; and

WHEREAS, the purpose of this Ordinance is to amend the Official Zoning Map by amending the zoning classification of the Real Property (“Property”) described herein; and

WHEREAS, the Planning and Zoning Commission, after conducting a public hearing on the matter, deliberated the merits of the proposed amendment of zoning classification and has made a report and recommendation to City Council; and

WHEREAS, in passing and approving this ordinance it is legislatively found the Planning and Zoning Commission and City Council complied with all notice, hearing and meetings requirements set forth in Texas Local Government Chapter 211; Texas Government Code Chapter 551, the City Charter; and Chapter 118, of the Code of Ordinances; and

WHEREAS, City Council, after considering the testimony and comments of the public, reports and recommendations of City Staff and the Planning and Zoning Commission, and the deliberation of its members, by passage and approval of this Ordinance hereby determines the action taken herein is meritorious and beneficial to the public health, safety, and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:

Section One. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted and made a part hereof for all purposes as findings of fact.

Section Two. Property. The Property that is the subject to this Zoning District Reclassification is: **109 WILD SAGE DRIVE** (LEGAL DESCRIPTION: LOT 1, YARBROUGH SUBDIVISION, BEING 0.521 ACRES OUT OF JOHN HAMILTON SURVEY NO. 1, ABS. NO. 405). as shown on **Exhibit “A”** hereto.

Section Three. Zoning District Reclassification. MANUFACTURED HOME – DISTRICT “M-1” Zoning District Classification is hereby assigned to the Property described in section two.

Section Four. Zoning Map Revision. The City Secretary is hereby authorized and directed to revise the Official Zoning Map to reflect the change in Zoning District Classification approved by this Ordinance.

Section Five. Repealer. Other ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent of such conflict.

Section Six. Severability. This Ordinance is severable as provided in City Code Section 1-7 as same may be amended, recodified or otherwise revised.

Section Seven. Effective Date. This ordinance is effective upon final passage and approval.

PASSED AND APPROVED on this the 8th day of July 2025.

CITY OF BURNET, TEXAS

Gary Wideman, Mayor

ATTEST:

Maria Gonzales, City Secretary

Exhibit "A"

**Location Map
109 Wild Sage Drive**

