
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a special meeting at Camp Young Judaea, 121 Camp Young Judaea Rd., Woodcreek, TX. The meeting will be held on Wednesday, February 23, 2022 at 2:00PM. All attendees are encouraged to wear face coverings when a minimum of six-foot distancing cannot be maintained.

Note: Smoking is not allowed anywhere on the property of Camp Young Judaea.

The public may watch this meeting live at the following link: <https://meetings.ipvideotalk.com/119613374>. The public may listen to this meeting by dialing one of the following numbers: 1(617) 315-8088 or toll free at 1(866) 948-0772. When prompted enter Meeting ID:119613374.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request. This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551).

AGENDA

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL

PUBLIC COMMENTS

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the City Council in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Council's attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042.

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda on which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for three (3) minutes per person and shall be allowed more time at the Mayor's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names of three (3) individuals present in the audience who wish to yield their three minutes. Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Code § 551.007(e).

Citizens may submit written public comments not exceeding 300 words in length to the City Secretary not later than 1:00p.m. of the Monday preceding the meeting at which the citizen would like the public

comment received. If the written public comment is submitted by this time, it shall be read into the public record for the upcoming meeting.

REGULAR AGENDA

1. Report from Chairperson Joe Kotarba on Action Taken During the 02/16/2022 Planning and Zoning Commission Meeting, Discussion to Follow (Rasco)
2. Pursuant to Chapter 551.071 - Executive Session for the Purpose of Consultation with Legal Council Regarding the City of Woodcreek's Franchise Agreement with Aqua Texas (Rasco)
3. Discussion and Possible Action to Establish a Council/Citizen Advisory Task Force (or other group) to Act as a Liaison with the Hays County Sheriff's Office Representative(s) to Advise as to the Placement and Timing of Upcoming Traffic Patrols in the City of Woodcreek (Pulley)
4. Discuss and Take Appropriate Action on an Ordinance to Amend Title XV: Land Usage, Chapter 155 Subdivisions, Design Standards, 155.44 Lots Other Than Single-Family Residential and Single-Family Residential Lots Smaller Than 12,000 Square Feet to Remove Language Allowing for Lots Smaller Than 12,000 Square Feet (Hines)
5. Workshop on Agenda Process, Use of Available Resources, Confidentiality, Dissemination of Information, Attendance at Elected Bodies, Other Boards and/or Commissions, and Representing the City of Woodcreek

ADJOURN

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at 512-847-9390 for information. Hearing-impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

I certify that the above notice was posted on the 18th day of February 2022 at 2:25PM.

By:  _____

Brenton B. Lewis, City Manager

PLANNING AND ZONING COMMISSION MEETING (CYJ)
February 16, 2022; 1:00 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chairperson Kotarba called the meeting to order at 1:02PM.

PLEDGES

ROLL CALL

PRESENT

Chairperson Joe Kotarba
 Commissioner Jack Boze
 Commissioner Andy Davenport
 Commissioner Tomas Palm

ABSENT

Vice Chairperson Lydia Johns
 Alt. Commissioner Chris Sonnier
 Alt. Commissioner Carson Bledsoe

STAFF PRESENT

City Manager Brenton B. Lewis
 City Attorney Bud Wymore
 Administrative Assistant Maureen Mele

PUBLIC COMMENTS

A public comment was made by Ray Don Tilley.

CONSENT AGENDA

1. **Approval of the Planning and Zoning Commission Minutes from November 9, 2021**

Chairperson Kotarba requested an edit to the draft minutes from the Nov. 9, 2021 minutes so no motion was made.

REGULAR AGENDA

1. **Administering Oath of Office of New Members**

Commissioners Andy Davenport and Tomas Palm were administered the Oath of Office.

2. **Election of Vice Chairperson**

Chairperson Kotarba made a motion to have Commissioner Lydia Johns be the Vice Chairperson. The motion was seconded by Commissioner Palm.

A roll call vote was held.

Voting Yea: Commissioner Boze, Commissioner Palm, Commissioner Davenport, Chairperson Kotarba

Absent and Not Voting: Commissioner Johns

The motion carried with a 4-0-0 vote.

3. **Review and Discussion on Open Meetings Act, Public Information Act, Ordinances vs. Resolutions, and Social Media**

A review and discussion of the agenda topics was held.

4. **Discussion of Future Meeting Times of the Planning & Zoning Commission**

A future meeting time of 5:00PM was selected.

5. **Workshop - City of Woodcreek Comprehensive Plan**

The workshop was held with Mayor Pro Tem LeBrun, Councilmember Hines, and City Engineer Brandon Melland of K Friese and Associates.

A discussion was held of the Comprehensive Plan and the role of the Planning & Zoning Commission in regards to the Comprehensive Plan. Mayor Pro Tem LeBrun requested that a member of the Planning & Zoning Commission attend the Comprehensive Plan Advisory Workgroup Meeting to be held on Feb. 23, 2022 at 10:00AM.

6. **Discuss and Take Appropriate Action on a Possible Change in Zoning Classification, Including a Potential Zoning Overlay and/or Lot Subdivision Minimum of 1 Acre, for the Areas Described as Brook Meadow Section One; Brookmeadow Section 2; Brookmeadow Section 3; a Resubdivision of Brookmeadow Section 3, Lots 1 thru 35, 39 and 40; Brookmeadow, Section 4 a Subdivision of 15.98 Acres of Land out of the Ransom Weed Survey No. 63 excluding: Brookmeadow IV Lot 20, Brookmeadow 21 Condominium Building AB, Units A and B, Brookmeadow 21 Condominium Building CD, Units C and D, Brookmeadow Condominium Building EF, Units E and F, Brookmeadow Sec 4 Lot 1, Brookmeadow IV Lot 2, Brookmeadow IV Lot 3, Brookmeadow Sec 4 Lot 4, Brookmeadow IV Lot 5 Duplex, Villas of Brookmeadow (more particularly described being 3.306 acres of land and being the resubdivision of part of Lot 19 of Brookmeadow, Section Four as recorded in Volume 3, pages 249-250 of the Plat Records of Hays County, Texas) and Amended Plat of a Portion of Lot 19, Brookmeadow Section 4; Brookmeadow, Section 5 a Subdivision of 3.77 Acres of Land out of the Ransom Weed Survey No.63; Brookmeadow, Section 6 a Subdivision of 17.02 Acres out of the Ransom Weed Survey No 63**

A discussion was held on all aspects of the agenda item including Q & A with Councilmember Grummert and an impromptu discussion with a Brookmeadow resident.

A motion was made by Commissioner Palm to have the City Administrator contact the 5-6 residents with lots larger than 1 acre who this affects for feedback to the Planning & Zoning Commission. The motion was seconded by Commissioner Boze. After discussion, the motion was later withdrawn.

An amendment was made by Chairperson Kotarba to ask the city staff to poll as many residents as possible to get an official measurement of the agenda item. After discussion, this amendment was withdrawn.

7. **Discussion and Possible Recommendations on the Potential Legal Issues With the Proposed Brookmeadow Overlay District Requiring One-Acre Lots for New Subdivisions of Properties**

Agenda item 7 was included in the discussion with agenda item 6.

8. **Discussion and Take Appropriate Action on a Recommendation to the Woodcreek City Council Regarding Parking Requirements as Stated in Title VIII: Traffic Code; Chapter 70: - Traffic Schedules; Schedule IV. - City Parking and it Title XV:- Land Usage; Chapter 156: - Zoning; Sections § 156.028 Hard-Surface Driveways; § 156.029 Parking; § 156.036 Parking and Load Requirements; § 156.056 Carports and Garages; § 156.059 Parking; and § 156.063 - Chart 2: Residential Zoning Requirements**

The agenda item was tabled for a later Planning and Zoning Commission meeting.

9. **Discuss and Take Appropriate Action on Instructions from the City of Council of the City of Woodcreek to Review, Adjust and/or Create Clear Guidelines Regarding Planned Unit Development District, Planned Development District, Conditional Use Permit and Mixed Use Districts with a Focus towards Conservation, the ETJ, (if applicable) and the Possible Benefits For Our Citizenry, and Present to Council Their Recommendations**

The agenda item was tabled for a later Planning and Zoning Commission meeting.

10. **Discussion and Take Appropriate Action on a Recommendation to the City Council of the City of Woodcreek on a Drafted an Ordinance Addressing the Building Across Lot Lines and On Multiple Lots May be Allowed if (and only if) There is Unified Ownership (same ownership) of Adjacent Lots, and if There is Only One Primary Structure (single-family residential home) Presently Existing on One (and only one) of the Adjacent Lots with Unified Ownership**

The agenda item was tabled for a later Planning and Zoning Commission meeting.

11. **Discussion and Take Appropriate Action on a Recommendation to the City Council of the City of Woodcreek on Amending TitleXV: - Land Usage . Chapter 155: - Subdivisions, Subsections 155.43, and 155.44 of the City of Woodcreek Code of Ordinances as it Relates to Single-Family Residential Lots and Lots Other Than Single Family Residential and Single-Family Lots Smaller than 12,000 Square Feet**

The agenda item was tabled for a later Planning and Zoning Commission meeting.

12. **Discuss and Take Appropriate Action on Beginning the Public Hearing Process on a Possible Change in Zoning Classification, Including a Potential Zoning Overlay and/or Lot Subdivision Minimum of 1 Acre, for the Areas Described as Brook Meadow Section One; Brookmeadow Section 2; Brookmeadow Section 3; a Resubdivision of Brookmeadow Section 3, Lots 1 thru 35, 39 and 40; Brookmeadow, Section 4 a Subdivision of 15.98 Acres of Land out of the Ransom Weed Survey No. 63 excluding: Brookmeadow IV Lot 20, Brookmeadow 21 Condominium Building AB, Units A and B, Brookmeadow 21 Condominium Building CD, Units C and D, Brookmeadow Condominium Building EF, Units E and F, Brookmeadow Sec 4 Lot 1, Brookmeadow IV Lot 2, Brookmeadow IV Lot 3, Brookmeadow Sec 4 Lot 4, Brookmeadow IV Lot 5 Duplex, Villas of Brookmeadow (more particularly described being 3.306 acres of land and being the resubdivision of part of Lot 19 of Brookmeadow, Section Four as recorded in Volume 3, pages 249-250 of the Plat Records of Hays County, Texas) and Amended Plat of a Portion of Lot 19, Brookmeadow Section 4; Brookmeadow, Section 5 a Subdivision of 3.77 Acres of Land out of the Ransom Weed Survey No.63; Brookmeadow, Section 6 a Subdivision of 17.02 Acres out of the Ransom Weed Survey No 63**

A motion was made by Chairperson Kotarba to begin the public hearing process and posts as required by law. The motion was seconded by Commissioner Davenport.

After discussion, a roll call vote was held.

Voting Yea: Commissioner Palm, Commissioner Davenport, Chairperson Kotarba, Commissioner Boze

Absent and Not Voting: Vice Chairperson Johns

The motion carried with a 4-0-0 vote.

ADJOURN

Chairperson Kotarba adjourned the meeting at 3:52PM.

Joe Kotarba, Chairperson

Brenton B. Lewis, Interim City Secretary

DRAFT

Council Meeting Date: Special Council Meeting February 23, 2022

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Discussion and possible action to establish a Council / Citizen advisory task force (or other group) to act as a liaison with the Hays County Sheriff's Office representative(s) to advise as to the placement and timing of upcoming traffic patrols in the City of Woodcreek

Agenda Item Summary:

Establish a mechanism for effective deployments of HCSO traffic enforcement including a possible advisory group.

Financial Impact:

Zero

Recommendations:

To set up a group of 1 or 2 Councilmember(s), City Staff and 1 or 2 Citizen(s) to help with the deployment of HCSO traffic enforcement - or to consider other ideas to effectively accomplish deployment of HCSO.

Submitted by: Councilmember Brent Pulley

Council Meeting Date: Special Council Meeting February 23, 2022

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Discuss and Take Appropriate Action on an Ordinance to Amend Title XV: Land Usage, Chapter 155 Subdivisions, Design Standards, 155.44 Lots Other Than Single-Family Residential and Single-Family Residential Lots Smaller Than 12,000 Square Feet to Remove Language Allowing for Lots Smaller Than 12,000 Square Feet

Agenda Item Summary:

Change the language in Chapter 155: Subdivisions to close a loophole allowing for single-family residential lots smaller than 12,000 square feet that link up to state controlled wastewater facilities in new subdivisions.

Financial Impact:

Codification Fees currently estimated at \$250

Recommendations:

Recommend that Council pass the Ordinance to remove problematic and contradictory language that allows a loophole for developers to increase density in Single-Family residential subdivisions without going through the variance process.

Submitted by: Councilmember Debra Hines

**§ 155.44 LOTS OTHER THAN SINGLE-FAMILY RESIDENTIAL AND SINGLE-FAMILY RESIDENTIAL
LOTS SMALLER THAN 12,000 SQUARE FEET.**

- (A) The minimum lot area, dimensions, building setbacks and side yard requirements for other than single-family residential use, and for lots smaller than 12,000 square feet, will be considered on an individual basis based on the ability of the existing and proposed street system to handle the traffic generated, availability of water and wastewater service, capability of providing adequate fire protection, and provision of off-street parking facilities. The subdivider shall submit a site plan showing building location, building separation, off-street parking and such other details as may be required to adequately evaluate the proposed subdivision.
- (B) All streets, whether public or private, shall be constructed according to the *Specification for Paving and Drainage Improvements of Hays County, Texas*. Three complete sets of plans, specifications and contract documents for all street and drainage improvements and the engineer's cost estimate shall be submitted with the final subdivision plat. The plans shall show such features as typical roadway sections, plan and profile or other satisfactory description of the proposed improvements, and the location, size, length, slope and hydrological and hydraulic calculations for culverts and other drainage facilities.

(Ord. 85-12C, 3-6-2007)

Current guidelines for construction for lots zoned SF1

TITLE XV: LAND USAGE

CHAPTER 156: ZONING

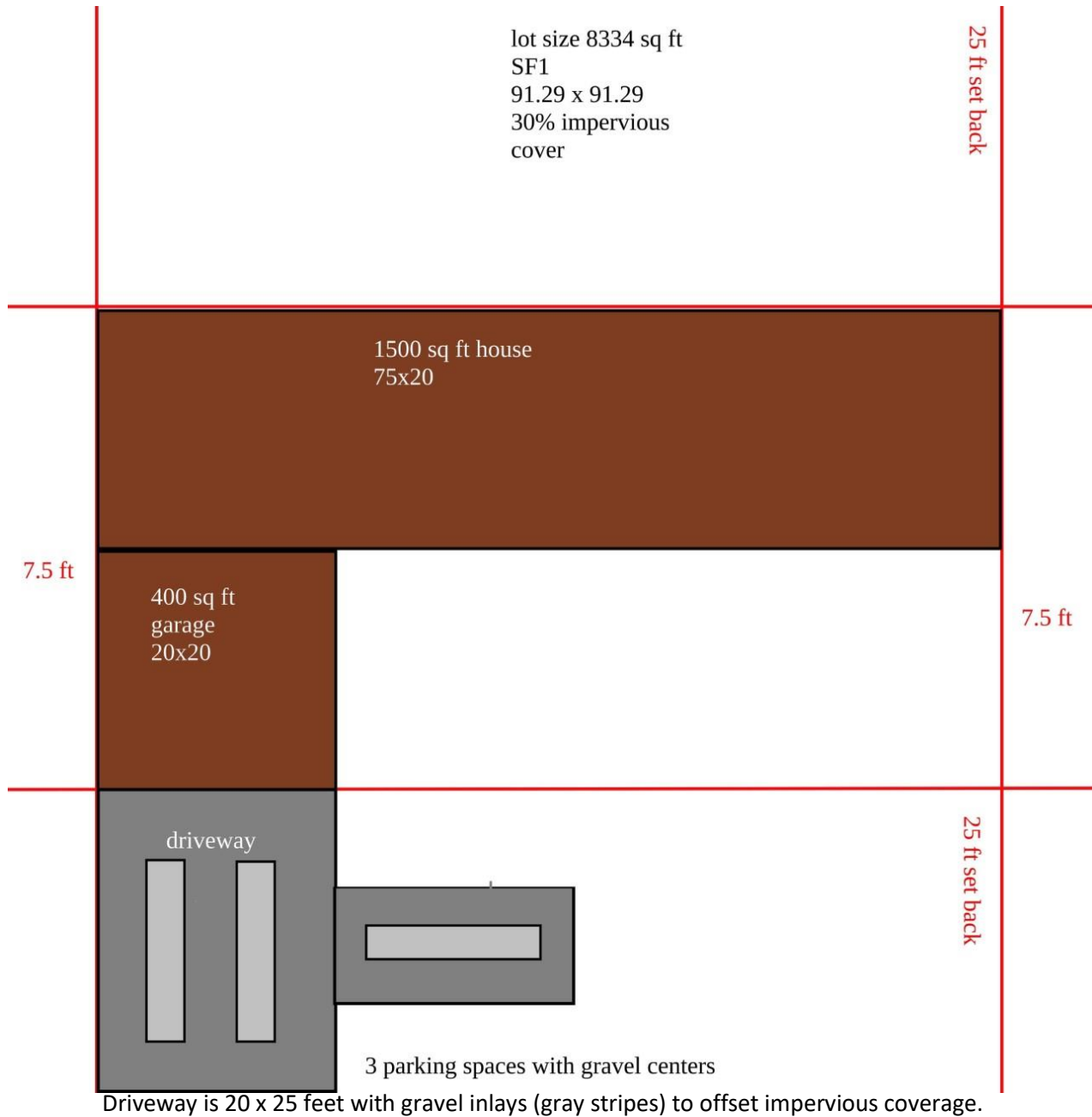
RESIDENTIAL REQUIREMENTS AND LIMITATIONS

156.062 - CHART 1: RESIDENTIAL ZONING DISTRICTS

(B) *Districts.*

- (1) *SF-1, Single-Family Residence.* One-family dwelling with no more than one residence per lot occupied by no more than one family:
 - (a) Minimum square feet living area:
 1. One story: 1,500 square feet; and
 2. Second story: 500 square feet,
 - (b) Minimum setbacks:
 1. Front and back: 25 feet
 2. Interior sides: seven and one-half feet; and
 3. Side street: ten feet.
 - (c) Two-car garage, not less than 400 square feet (20x20).

Example building structure for lots of 8334 sq ft



The additional parking spot is 10x20 meeting the 3 parking spot requirement.

Total impervious coverage of parking (minus gravel inlays) = 600 square ft

The lot measurements extend 1.29 feet on two sides beyond the shown setbacks. This allows for the need minimum lot size of 8334 and an impervious coverage total of 2500 which meets the 30% maximum limit.

IMAGE: All lots marked with a small green square could theoretically be divided into two small lots as are larger enough to subdivide under current SF1 standards per our zoning ordinances which allow for lots as small as 8,334 sq ft.



ORDINANCE NO. _____

CITY OF WOODCREEK, TEXAS

AMENDMENT TO CHAPTER 155 OF THE CODE OF ORDINANCES SUBDIVISION ORDINANCE

AN ORDINANCE AMENDING THE CITY OF WOODCREEK CODE OF ORDINANCES AT TITLE XV ("LAND USAGE"), CHAPTER 155 ("SUBDIVISIONS"), SECTION 155.44 (" LOTS OTHER THAN SINGLE-FAMILY RESIDENTIAL AND SINGLE-FAMILY RESIDENTIAL LOTS SMALLER THAN 12,000 SQUARE FEET "); PROVIDING FOR ENACTMENT, REPEALER, SEVERABILITY, CODIFICATION, AND EFFECTIVE DATE, AND FINDING PROPER NOTICE AND MEETING.

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to amend an ordinance that is for good government and order of the City; and

WHEREAS, the City Council finds that addressing minimum lot size requirements for residencies that connect to state controlled wastewater connections and governing the planning, design, and construction of subdivisions within city’s jurisdiction is for good government and order of the City ; and

WHEREAS, the City Council further finds that amending the City Code to provide for additional measures to control and manage the quantity of impervious coverage surfaces through minimum building and lot size requirements within subdivisions is for good government and order of the City; and

WHEREAS, the City Council finds that the ability of the City to ensure public health and safety by the monitoring of existing and proposed street systems – specifically their ability to handle increases in traffic generated, availability of water and wastewater service, capability of providing adequate fire protection, and provision of off-street parking facilities for new subdivisions by setting reasonable limits on the number and density of new residencies is for good government and order of the City; and

WHEREAS, the City Council finds that the City has a duty to protect degradation and pollution of ground-water resources-specifically aquifer protection and supply, and the need to manage drainage and the intensity and directional flow of storm water runoff and that this oversight is good for government.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Woodcreek:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. ENACTMENT

Chapter 155 ("LAND USAGE") of the Code of Ordinances of the City of Woodcreek is amended at Section 155.44 so as to read in accordance with Attachment A, which are attached hereto and incorporated into this Ordinance for all intents and purposes.

3. REPEALER

All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

5. CODIFICATION

The City Secretary is hereby authorized and directed to record and publish the language of Chapter 50, as amended by this Ordinance, in the City's Code of Ordinances.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon its passage and the publication of caption of this ordinance as provided by law.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was attended by a quorum of the City Council, was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. 27

PASSED & APPROVED this, the ___ day of February 2022, by a vote of ____ (ayes) to ____ (nays) and ____ (abstentions) of the City Council of Woodcreek, Texas.

Jeff Rasco, Mayor

Brenton Lewis, City Manager, acting City Secretary

Attachment "A"
City of Woodcreek
CODE OF ORDINANCES
TITLE XV: LAND USAGE
CHAPTER 155: SUBDIVISIONS

**§ 155.44 - LOTS OTHER THAN SINGLE-FAMILY RESIDENTIAL AND SINGLE-FAMILY RESIDENTIAL LOTS
SMALLER THAN 12,000 SQUARE FEET.**

(A)The minimum lot area, dimensions, building setbacks and side yard requirements for other than single-family residential use, and for lots smaller than 12,000 square feet, will be considered on an individual basis based on the ability of the existing and proposed street system to handle the traffic generated, availability of water and wastewater service, capability of providing adequate fire protection, and provision of off-street parking facilities. The subdivider shall submit a site plan showing building location, building separation, off-street parking and such other details a may be required to adequately evaluate the proposed subdivision.