



**CITY OF KERRVILLE PLANNING & ZONING COMMISSION AGENDA**  
**REGULAR MEETING, Thursday, November 5, 2020 at 4:30 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**701 MAIN STREET, KERRVILLE, TEXAS**

**Planning & Zoning Commission Procedures During the Disaster Declaration**  
**and Citizen/Public Participation Guidelines**

COVID-19 (Coronavirus) provides a unique concern in that gathering members of the public, Planning & Zoning Commission and City staff within a physical setting constitutes a public health risk. On March 16, 2020, the Texas Governor suspended certain requirements of the Open Meetings Act to permit open meetings to occur in a fully virtual setting (e.g., telephonic or videoconference meeting). Due to the reduction of Kerr County Covid cases, the Planning & Zoning Commission will hold future meetings as open public meetings. Meeting locations may change from time-to-time to accommodate the public, so please note the meeting location above.

In an effort to avoid and mitigate health risks, and due to limited occupancy levels in Council Chambers, the Planning & Zoning Commission will observe standard safety protocol for those attending and participating in person. For those not wishing to participate in person, the City will also offer a virtual forum for this meeting.

Standard safety protocol will be observed by Planning & Zoning Commission, City staff and citizens/visitors attending the Planning & Zoning meeting. When entering City Hall, you will be required to sanitize hands and wear a mask. Your temperature will be taken at a temperature station with a thermal digital thermometer before entering Council Chambers. Any persons with a temperature of 100.2 or above will not be allowed entry. Masks are required at all times. The public microphone will be sanitized between each public speaker. Six-foot distance seating will be observed, and open seating will be designated. Once Council Chambers are fully seated, overflow seating will be assigned.

For those wishing to participate in a virtual forum, citizens may provide public comment through Zoom. The Zoom telephone toll free number is: **1-800-832-5611**. If you cannot connect through the toll free number, try one of these alternate numbers: **346-248-7799** or **253-215-8782**. The Meeting ID is **926 3846 2070 #**. You must enter the pound sign (#) after the Meeting ID. See "Alternative Citizen Participation Guidelines" below for further instruction on how to join the meeting virtually or comment through additional alternative methods.

**Please Note:** The City is using a third party vendor to provide the ability for remote participation. Software changes may be beyond what the City can control. If the City is notified of any issues from the third party vendor, the City will notify citizens and provide alternatives for engagement and participation.

Citizens may also view and hear this Planning and Zoning Commission meeting on Spectrum Channel 2 or by live-streaming via the City's website ([www.kerrvilletx.gov](http://www.kerrvilletx.gov)).



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**CALL TO ORDER**

**1. MINUTES**

**1A.** Approval of the minutes from October 1, 2020

**2. CONSIDERATION & FINAL ACTION**

**2A.** A final plat of the Quail Meadow subdivision being a certain tract or parcel comprising of 1.23 acres of land out of the Samuel Wallace Survey No. 113, Abstract No. 347 in the City of Kerrville, Kerr County, Texas, generally located west of Meeker Road and east end of Burleson Boulevard, more commonly known as 306 Meeker Road. (Case No. 2020-055)

**3. PUBLIC HEARING, CONSIDERATION & ACTION**

**3A.** A resolution to allow a Conditional Use Permit for Short Term Rental Unit on approximately 0.97 acre out of Samuel Wallace Survey No. 112, Abstract No. 360, City of Kerrville, Texas, and more commonly known as 3030 Riverside Drive. (Case No. 2020-056)

**3B.** An ordinance for annexation and zoning change to IM Industrial and Manufacturing on 5.0 acres out of the O.V. Robinson Survey No. 44, Abstract No. 282, Kerr County, Texas, and more commonly known as 5275 Highway 27; and for a zoning change from PDD 16-05 to IM Industrial and Manufacturing on approximately 3.2 acres of Kerrville Airport Commerce Park Phase 1, Block 1, Lot 1, City of Kerrville, Texas, and more commonly known as 100 Airport Commerce Parkway. (Case No. 2020-057)

**3C.** An ordinance for a zoning change for a Planned Development District Amendment (PDD 03-16) to include Permanent Cosmetic Shop on Lots 15 and 16, Block 16, Westland Place Subdivision, City of Kerrville, Texas, and more commonly known as 401 W. Water Street. (Case No. 2020-058)

**4. STAFF REPORT**

**5. EXECUTIVE SESSION**

At any time during the meeting, the Planning and Zoning Commission may meet in executive session regarding any of the matters posted above for attorney-client consultation in compliance with the Texas Open Meetings Act.

**6. ADJOURNMENT**

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The facility is wheelchair accessible, and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 for further information. I hereby certify that this agenda was posted as notice of the meeting on the bulletin board at the City Hall of the City of Kerrville, Texas, and on the City's website on the following date and time: October 30, 2020 at 3:30 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Shelley McElhannon, City Secretary, City of Kerrville, Texas

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## ALTERNATIVE CITIZEN/PUBLIC PARTICIPATION GUIDELINES (Due to COVID-19 Pandemic Disaster Declaration)



***Despite the necessity in the past to restrict public access to Kerrville Planning and Zoning Commission meetings in the interest of public health during the COVID-19 pandemic, citizens and visitors are still welcome to participate in Kerrville Planning and Zoning Commission meetings in several alternative ways as outlined below.***

### **Instructions for callers:**

Dial one of the following numbers:

**1-800-832-5611 (Toll Free) or 1-346-248-7799 or 1-253-215-8782**

If you cannot get through on one of the numbers due to network congestion, call the other number.

When your call is answered you will hear “**Welcome to Zoom, enter your Meeting ID followed by pound.**” Enter in the Meeting ID below followed by the pound sign (#).

The Meeting ID is **926 3846 2070 #**

If the moderator has not started the meeting yet, you will hear “The meeting has not started yet, please hold or call back later.”

Once you have called into the meeting, your microphone will be placed on mute and your call will be placed in the call queue. At this point, you will hear silence on the phone. Do not hang up. The moderator will unmute your microphone as he/she is going down the list. Once the meeting has started, you will be able to listen to proceedings even if your microphone is muted.

The moderator will be accepting calls starting at 3:45 p.m. For item 1A and 2A, place your call before 4:15 p.m. in order to participate. Callers seeking to speak on these items and who call after this time will not be allowed to speak. However, for Public Hearing items 3A, 3B and 3C a caller seeking to speak on these items may call at any time prior to the item being introduced at the meeting. All callers are encouraged to call between 3:45 p.m. and 4:15 p.m. to be registered by the moderator. A caller must use the “raise your hand” feature on Zoom in order to be called upon for the Public Hearing. If a caller is using the Zoom app on a computer, tablet, or mobile phone click on “Participants” and click on “Raise Hand” button. By landline telephone press \*9 when requesting to speak.

### **Instructions for written comments:**

Written comments will be accepted for any agenda items, including Public Hearings. Written comments will be read into record and can be provided in two different ways:

**OPTION 1: By Hard Copy** – Comments may be dropped off at the City Hall Utility Payments Drop-Box on the north side of City Hall by 4:15 p.m. the day of the meeting. You are required to provide your first and last name, address, and identify the item you commenting on.

**OPTION 2: By Email** - Comments can be emailed to **planning.division@kerrvilletx.gov** and must be received by 4:15 p.m. the day of the meeting. You are required to provide your first and last name, address, and identify the item you are commenting on.

For either option, please provide **all required information** in order for your comments to be accepted. Thank you for your participation!