



City of Azle
Regular Agenda
Planning and Zoning Commission

505 W. Main Street
Azle, Texas 76020

February 15, 2024

6:00 PM

Council Chambers

Pursuant to Section 551.071 of the Texas Government Code, the Commission may convene into Executive Session(s) from time to time as deemed necessary during the meeting for any posted agenda item and may receive advice from its attorney as permitted by law.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE PLANNING AND ZONING COMMISSION MEMBERS MAY PARTICIPATE IN THE THURSDAY, FEBRUARY 15, 2024 MEETING OF THE CITY OF AZLE PLANNING AND ZONING COMMISSION VIA VIDEOCONFERENCE. A QUORUM OF THE GOVERNING BODY AND THE PRESIDING OFFICER WILL BE PRESENT AT THE ABOVE-NAMED LOCATION.

REGULAR SESSION

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION

This is an opportunity for the public to address the Planning and Zoning Commission on posted agenda items or non-agenda items. In order to address the Commission, please complete a Speaker's Request Form and submit to the Secretary prior to the start of the meeting. All comments must be directed to the Presiding Officer, rather than an individual commissioner or city staff. All speakers must refrain from personal attacks toward any individual. Comments are limited to three (3) minutes and must pertain to the subject matter listed on the Speaker's Request Form. Speakers requiring the assistance of a translator shall be provided four (4) minutes. The Commission may not comment publicly on non-agenda items, but may direct the staff to resolve the matter or request the matter be placed on a future agenda. Public comments regarding non-agenda items shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended. If you have a subject that may require Commission action, you may obtain a form from the Secretary and request the item be placed on a future agenda.

CONSENT AGENDA

1. Consider approval of the minutes of the Planning and Zoning Commission meeting held January 18, 2024.

David Hawkins, Director of Planning and Development

PUBLIC HEARING

2. Conduct a public hearing and consider a recommendation to the City Council regarding text amendments to Chapter 10 "Subdivision Ordinance" and Chapter 14 "Zoning Ordinance" of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider amendments to the screening wall requirements for single-family residential developments.

David Hawkins, Director of Planning and Development

3. Conduct a public hearing and consider a recommendation to the City Council regarding text amendments to Chapter 4 "Business Regulations", Chapter 6 "Health and Sanitation" and Chapter 14 "Zoning Ordinance" of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider adding regulations for Food Truck Parks.

David Hawkins, Director of Planning and Development

DISCUSSION ITEMS

4. Comprehensive Master Plan Update

David Hawkins, Director of Planning and Development

EXECUTIVE SESSION

Pursuant to Section 551.071 of the Texas Government Code, the Commission may convene into Executive Session(s) from time to time as deemed necessary during the meeting for any posted agenda item, and may receive advice from its attorney as permitted by law.

ADJOURNMENT

I, the undersigned authority, do hereby certify the above Agenda was posted at City Hall on February 9, 2024, at the City's official bulletin board and is readily accessible to the public at all times in accordance with V.T.C.A. Chapter 551, Texas Government Code.



Sr. Administrative Assistant

This facility is wheelchair accessible and handicapped parking spaces are available. Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in city functions and activities. Auxiliary aids and services or accommodations should be requested forty-eight hours prior to the scheduled starting time by calling the City Secretary's Office at 817-444-7101. Complete Planning and Zoning Commission agenda packet is available for review at the City Secretary's Office and on our website www.cityofazle.org.



MINUTES
Regular
Azle Planning and Zoning
Commission

505 W. Main Street
Azle, Texas 76020

January 18, 2024

6:00 PM

Council Chambers

REGULAR SESSION

CALL TO ORDER

Commissioner Jared Arneson called the meeting to order at 6:00 p.m.

Members Present:

Commissioner Jared Arneson
Commissioner Rick Simmons
Commissioner Laurel Mosier
Commissioner Curt Lampkin

Members Absent:

Chairman Leonard Wheeler
Vice Chairman Jim Carlson
Commissioner Cynthia Barrios

Staff Present:

David Hawkins, AICP Director of Planning and Development
Malinda Nowell Sr. Administrative Assistant

INVOCATION

Commissioner Jared Arneson gave the invocation.

PLEDGE OF ALLEGIANCE

Commissioner Jared Arneson led the pledge.

PUBLIC PARTICIPATION

None.

CONSENT AGENDA

1. Consider approval of the minutes of the Regular Meeting held on October 5, 2023.

Commissioner Mosier motioned to approve the minutes of the Regular Meeting held on October 5, 2023 as presented. Commissioner Simmons seconded the motion.

Yes: (4) Jared Arneson, Laurel Mosier, Rick Simmons, Curt Lampkin
No: (0)
Absent: (3) Leonard Wheeler, Jim Carlson, Cynthia Barrios

ACTION ITEMS

2. **Consider and take any appropriate action on an appeal to the City of Azle Code of Ordinances, Article 6.08, Tree Preservation, Section 6.08.007, Tree Replacement Requirement to allow a reduction in tree mitigation requirements, partial fee waiver and partial tree replacement for Kodiak Car Wash, a non-residential development located at 905 Boyd Road, a 1.55-acre tract of land located on the west side of Boyd Road, approximately 500 feet south of Pecan Street, and zoned as Heavy Commercial (HC). Case No. TR2024-01**

Director of Planning and Development David Hawkins presented this item. Per ordinance, the Planning and Zoning Commission serves as the Tree Board. Mr. Hawkins explained that this appeal is to consider allowing a reduction to the tree mitigation requirements of the Tree Preservation Ordinance due to the development of the car wash and drainage facilities. As part of the permitting process, the applicant submitted a tree survey showing 168 protected trees on the property with a total of 1,662 caliper inches. There are 130 trees equaling 1,338 caliper inches which are planned to be removed from the property due to the construction of the car wash. The site plan with tree survey shows 29 trees equaling 364 caliper inches that are exempted from mitigation due to their location within the building pad, driveway, fire lane, and easements. An additional 20 trees equaling 238 caliper inches are also exempted due to the additional twenty percent (20%) allowance for parking and grading purposes.

After determining the number of trees that are exempted, there are a total of 81 trees equaling 736 caliper inches that are subject to mitigation requirements.

Applicant Robert Petrie, 7217 Charlene Court, Azle, Texas, 76020, spoke about the project and presented his request. Mr. Petrie spoke about the large number of trees and the cost of the tree survey for the portion where the car wash is proposed. Mr. Petrie requested a 100 percent (100%) waiver of tree mitigation requirements where the detention pond is to be located. Mr. Petrie stated he thought this hearing was to discuss a waiver of the requirement to do a tree survey for the property located behind the car wash where the self-storage facility is planned.

Mr. Hawkins explained that the 1.55-acre tract for the car wash and proposed detention pond are the only areas subject for this appeal and hearing. Further discussion included that this request is solely for the portion of the property where the car wash is to be constructed and which includes the detention pond but not the rear portion of the property where the storage units are proposed. There was also discussion about the possibility of moving the driveway area in front of the property to save some trees. Mr. Petrie indicated his engineer was not present to answer any engineering questions about redesigning the front detention pond.

Commissioner Rick Simmons motioned to recommend to the City Council to accept this proposal as presented including the car wash and the catch basin area with the provision that they add some trees along the north and south sides continuing on, which is like five (5) trees, and waive all tree caliper mitigation fees except we charge a \$645 fee in total. Commissioner Curt Lampkin seconded the motion. Motion carried.

Yes: (3) Rick Simmons, Curt Lampkin, Laurel Mosier
No: (1) Jared Arneson
Absent: (3) Leonard Wheeler, Jim Carlson, Cynthia Barrios

DISCUSSION ITEMS

3. Development Project Updates

Director of Planning and Development David Hawkins included the latest Economic Development Activity Report in the agenda packet, which was from the recent Municipal Development District Board meeting. The Commission liked and appreciated the concise handout. Discussion included that the Dutch Bros. permit has been signed off by TxDOT, that they should break ground within 30 days, and that as of December 2023, Wendy's was considering pulling out and finding another location because they have been waiting on this property development for two years. Commissioner Arneson inquired about revisiting the ordinance to allow accessory dwelling units.

ADJOURNMENT

Chairman Jared Arneson adjourned the meeting at 7:02 p.m.

Presented and approved on _____

Leonard Wheeler, Chairman

Attest:

David Hawkins, AICP
Director of Planning and Development



Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Conduct a public hearing and consider a recommendation to the City Council regarding text amendments to Chapter 10 “Subdivision Ordinance” and Chapter 14 “Zoning Ordinance” of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider amendments to the screening wall requirements for single-family residential developments.

Background and Explanation:

On January 23, 2024, City Council held a discussion and directed City staff to proceed with amendments to the screening wall requirements for residential developments. Currently, six-foot (6') tall solid masonry screening walls are required to be installed when a residential lot backs up to an arterial or collector-type street. Only a wood fence would be installed when the side of the residential lot is adjacent to an arterial or collector street.

City Council would like to see this be amended to require both rear and side property lines that are adjacent to any public street have a masonry screening wall be required.

Current Text Language:

Subdivision Ordinance - Section 7: Standards and Specifications states the following:

7.16 LOTS.

H. *"Where a subdivision is platted so that residential lots back up to a collector street, a six (6) foot high solid screening fence along the rear lot line shall be required, except for one gate not to exceed forty-eight (48) inches per each lot, and vehicular access from the collector street shall be prohibited. The construction of the fence shall be required in the Developer Agreement and shall be accomplished by the developer at the time that public facilities installation is required."*

Zoning Ordinance - Section 27A: New Construction Design Criteria states the following:

27.3A RESIDENTIAL DISTRICTS.

For all new construction in the E-1, E-2, E-3, SF-1, SF-2, SF-3, SF-4, SF-5, LFO, MD-1 and MD-2 zoning districts, the following is required:

C. *"Where a subdivision is platted so that residential lots back up to an arterial or a collector street, a six (6) foot high solid screening fence along the rear lot line shall be required, except for one gate not to exceed forty-eight (48) inches per each lot. The screening fence shall be constructed of masonry as defined in Section 27.2A. The fence shall be a minimum of six (6) feet in height. Cement siding is not permitted as a fencing material."*

Proposed Text Amendment:

Subdivision Ordinance - Section 7: Standards and Specifications states the following:

7.16 LOTS.

H. "Where a subdivision is platted so that residential lots **adjacent back-up** to a **public collector** street, a six (6) foot high solid screening **wall fence** along the rear **and side** lot lines shall be required, except for one gate not to exceed forty-eight (48) inches per each lot, and vehicular access from the collector street shall be prohibited. **The screening wall shall be constructed of masonry as defined in Section 27.2A.** The construction of the **wall fence** shall be required in the Developer Agreement and shall be accomplished by the developer at the time that public facilities installation is required."

Zoning Ordinance - Section 27A: New Construction Design Criteria states the following:

27.3A RESIDENTIAL DISTRICTS.

For all new construction in the E-1, E-2, E-3, SF-1, SF-2, SF-3, SF-4, SF-5, LFO, MD-1 and MD-2 zoning districts, the following is required:

C. "Where a subdivision is platted so that residential lots **adjacent back-up** to a **public an-arterial-or-a collector** street, a six (6) foot high solid screening **wall fence** along the rear **and side** lot lines shall be required, except for one gate not to exceed forty-eight (48) inches per each lot. The screening **wall fence** shall be constructed of masonry as defined in Section 27.2A. The fence shall be a minimum of six (6) feet in height. Cement siding is not permitted as a fencing material."

Board/Commission/Committee Recommendation:

After the conclusion of the public hearing, the P & Z Commission may make a recommendation on the proposed amendments to the Subdivision and Zoning Ordinance pertaining to residential screening wall requirements. Any recommendation will be forwarded to the City Council for final action.

Staff Recommendation:

Staff forwards this proposed code amendment for P & Z Commission consideration.

Attachments:

None



Presenter: David Hawkins, Director of Planning and Development

Agenda Item: Conduct a public hearing and consider a recommendation to the City Council regarding text amendments to Chapter 4 “Business Regulations”, Chapter 6 “Health and Sanitation” and Chapter 14 “Zoning Ordinance” of the Code of Ordinances, City of Azle, Texas. The purpose of the text amendment is to consider adding regulations for Food Truck Parks.

Background and Explanation:

The City of Azle is currently developing a new Food Truck Park named the Feedlot to be located on city-owned property at 225 Church St. (former Azle Manor site) and is scheduled to open on March 29, 2024. The City of Azle does not have any specific regulation in place that addresses the use of a Food Truck Park within its corporate boundary. On January 23, 2024, City Council held a discussion and directed City staff to proceed with amendments to the Code of Ordinance, codifying the use of a Food Truck Park in Azle.

Proposed Text Amendment:

Zoning Ordinance - Section 3: Definitions to add the following new definition to Section 3.2:

FOOD TRUCK PARK: A property used or designed to accommodate one or more food trucks to offer food and/or beverages for sale to the public as the primary use of the property. Food Truck Parks must have a valid Certificate of Occupancy, in addition to all other applicable permits and inspections.

Zoning Ordinance - Section 4: Zoning District Regulations to add the following new use category to Section 4.10 under Commercial Uses:

	AG	LFO	E-1	E-2	E-3	SF-1	SF-2	SF-3	SF-4	SF-5	SF-MHP	MD-1	MD-2	MF-1	O	CBD	INS	C	HC	IND
Food Truck Park															S	S	P	S	S	S

P-Permitted Use

S-Specific Use Permit

Zoning Ordinance - Section 27: Supplementary Regulations to add a new Section 27.8 Food Truck Parks:

Food Truck Parks. The purpose of this section is to regulate the operation of food truck parks in the City of Azle. Though the section does not regulate the use of food trucks for private events in residential areas, it does address the use of food truck parks on private commercial property and on City-owned and/or managed property.

A. Provisions for Private Commercial Property (Non-Residential Zoning Districts).

1. Food trucks shall obtain an annual Mobile Food Vendor permit from the City of Azle before operating in the food truck park.
2. A fire inspection must be conducted and passed annually per NFPA 96 (National Fire Protection Association).
3. A health inspection certificate must be provided from the County Health organization.
4. All Food trucks shall meet the City of Azle requirements of the most recently adopted applicable International Code Council building codes including the Fire and Electrical Codes.
5. All food trucks must be located on a parcel which is appropriately zoned for commercial development and use.
6. Food trucks shall be located on an individual private parcel, adjacent to or where, within three hundred (300) feet, an existing permanent business operates in a building with a Certificate of Occupancy.
7. Food trucks shall not operate less than ten (10) feet from another food truck or structure.
8. Food trucks including any applicable seating, may operate in parking spaces if the required parking for the center remains in compliance with Azle Code of Ordinance, Section 28 Parking and Loading
9. The Certificate of Occupancy shall be obtained and maintained by the Food Truck Park rather than individual vendors.
10. Electricity shall be from an electrical outlet or generator.
11. Hose hook-ups to potable water must be of food grade quality.
12. A trash receptacle must be placed outside next to the food trucks for use by the patrons of the unit. The area around the food trucks shall be kept clean and free from litter, garbage, and debris.
13. Food trucks may not stay overnight.

B. Provisions for City-Owned and/or Managed Property.

1. Food trucks shall obtain an annual Mobile Food Vendor permit from the City of Azle before operating in the food truck park.
2. A fire inspection must be conducted and passed annually per NFPA 96 (National Fire Protection Association).
3. A health inspection certificate must be provided from the County Health organization.
4. All Food trucks shall meet the City of Azle requirements of the most recently adopted applicable International Code Council building codes including the Fire and Electrical Codes.
5. A Hold-Harmless Agreement is required to be completed with the City of Azle if the food truck is to be located on City of Azle property.
6. Owners of any food truck must sign a notarized statement that they acknowledge and accept a minimum amount of \$1,000,000 liability insurance, that covers the food truck, must be maintained at all times and that proof of such insurance coverage can be required to be provided to the City upon three (3) working days' notice to the owner. This requirement may be met with an additional rider on the related automobile insurance.
7. The City Manager or his/her designee shall have the authority to manage the operation for Food Truck Parks on city-owned and/or managed property.
8. Electricity shall be from an electrical outlet or generator.
9. Food trucks shall not operate less than ten (10) feet from another food truck or structure.
10. Food trucks may not stay overnight.

C. Fees. Food Truck Park permit fees are located in Appendix A - Fee Schedule of the City of Azle Code of Ordinance.

Board/Commission/Committee Recommendation:

After conducting the public hearing, the Planning and Zoning Commission will need to consider this text amendment and forward a recommendation to the City Council.

Staff Recommendation:

Staff forwards this text amendment to the Planning and Zoning Commission for their consideration.

Attachments:

None



Presenter: David Hawkins, Director of Planning and Development
Agenda Item: Comprehensive Master Plan Update

Background and Explanation:

Board/Commission/Committee Recommendation:

Staff Recommendation:

Attachments:

1. Downtown Planning Workshop 2.29.2024



SHARE YOUR VISION FOR DOWNTOWN AZLE!

DOWNTOWN PLANNING WORKSHOP

February 29, 2024 | 6PM - 8PM
AZLE CHRISTIAN CHURCH | 117 CHURCH ST.

The City of Azle is exploring opportunities to revitalize Downtown Azle as part of its Comprehensive Plan update and needs your input! Join us to hear from the City's team, work with your neighbors to craft a vision for the future of Downtown, and to guide the future direction for Downtown Azle. This event will be an interactive and collaborative workshop, and your feedback will inform a range of topics that impact Downtown Azle's character, such as:

GUIDING PRINCIPLES

LAND USE

MOBILITY

STREETSCAPES

BUILDING CHARACTER