

PLANNING AND ZONING COMMISSION AGENDA
Tuesday, December 12, 2023– 5:30 P.M.
WOLFFORTH CITY HALL
COUNCIL CHAMBERS
302 MAIN STREET
WOLFFORTH, TEXAS

The order of these agenda items may be changed. The Planning and Zoning Commission may discuss and/or take action on each of the following items:

Call Meeting to Order

Citizen Engagement

This is an opportunity for the public to address the Planning and Zoning Commission regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Public comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the public comment sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Planning and Zoning Commission with civility that is conducive to appropriate public discussion. Speakers can address only the Planning and Zoning Commission and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

Items for Individual Consideration

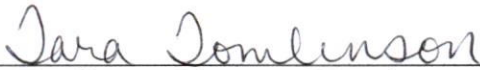
- 1. Consider and take appropriate action on minutes from P&Z Commission Meeting from November 14, 2023**
- 2. Conduct a Public Hearing to consider a zoning change by the City of Wolfforth from R-1 to C-3 and include a Special Use Permit for Meat Processing with a Retail Front for the construction of an additional facility at BLK D6 SEC 24 AB 884 TR A 1.00 acres. (Currently the location of All Hale Meats)**
- 3. Consider and take appropriate action on a zoning change by the City of Wolfforth from R-1 to C-3 and include a Special Use Permit for Meat Processing with a Retail Front for the construction of an additional facility at BLK D6 SEC 24 AB 884 TR A 1.00 acres. (Currently the location of All Hale Meats)**
- 4. Conduct a Public Hearing to consider an amendment to the Wolfforth Zoning Ordinance Section 501- Residential District Regulations- Minimum Front Yard Setbacks for a cul-de-sac.**
- 5. Consider and take appropriate action on an amendment to the Wolfforth Zoning Ordinance Section 501- Residential District Regulations- Minimum Front Yard Setbacks for a cul-de-sac.**
- 6. Adjourn**

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 806-855-4120, or e-mail at citysecretary@wolfforthtx.us for further information.

CERTIFICATION

Dated this 8th day of December 2023.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Planning and Zoning Commission of the City of Wolfforth, Texas is a true and correct copy of said notice that has been posted at City Hall of the City of Wolfforth, Texas, in a place convenient and readily accessible to the general public at all times, and said notice was posted on December 8, 2023 by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of such meeting.



Tara Tomlinson, Director of Development Services

Date Notice Removed

**PLANNING AND ZONING COMMISSION
NOVEMBER 14, 2023 5:30pm
WOLFFORTH CITY HALL
COUNCIL CHAMBERS
302 MAIN STREET
WOLFFORTH, TEXAS**

MEMBERS PRESENT: Russell Dabbs, Rebekah Peer, Michael Adams, Robert Garcia, Kyle Reeves

MEMBERS ABSENT: Charlotte McDonald

OTHERS PRESENT: City Manager Randy Criswell, Director of Development Services Tara Tomlinson

Kyle Reeves opened the meeting at 5:30 p.m.

1. There were no public comments.
2. PUBLIC HEARING: Consider and take appropriate action on public hearing to consider amending the City of Wolfforth Zoning Ordinance Section 14.03.008 Use Table and Section 14.03.013 Commercial Use Categories. Kyle Reeves opened the public hearing at 5:32pm and after no comments were presented, closed the hearing at 5:33pm.
3. Motion by Rebekah Peer, second by Michael Adams to make the following recommendation to City Council. Approve amending the City of Wolfforth Zoning Ordinance Section 14.03.008 Use Table and Section 14.03.013 Commercial Use Categories. Motion carried unanimously.
4. With no other business to come before the Committee, motion was made by Russell Dabbs, second by Michael Adams to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 5:53 pm.

PASSED AND APPROVED THIS THE 12th DAY OF DECEMBER, 2023.

ATTEST:

Tara Tomlinson, Director of Development Services

Kyle Reeves, Chair of Planning and Zoning Board

AGENDA ITEM COMMENTARY

ITEM TITLE

Conduct a Public Hearing to consider a zoning change by the City of Wolfforth from R-1 to C-3 and include a Special Use Permit for Meat Processing with a Retail Front for the construction of an additional facility at BLK D6 SEC 24 AB 884 TR A 1.00 acres. (Currently the location of All Hale Meats)

Consider and take appropriate action on a rezoning BLK D6 SEC 24 AB 884 TR A 1.00 acres (All Hale Meats) from R-1 to C-3 with a Special Use permit.

INITIATOR/STAFF INFORMATION SOURCE

Tara Tomlinson, Director of Development Services

BACKGROUND

All Hale Meats has been operating as a meat processing company in Wolfforth, TX since 1949. Their business was in operation before annexing into city limits where zoning is established by Ordinance 14.03.002 “All territory annexed to the city after the effective date of this chapter shall be classified as R-1 Single-Family Residential District.”

All Hale Meats has approached us with a plan to expand their business at the current location, with a desire to receive USDA approval to expand their ready-to-eat pre-packaged business component. In order to do so, there are several steps we must take together to bring the use into compliance with the Subdivision and Zoning Ordinances. On November 14, 2023, the P&Z Commission made a recommendation to the City Council to amend the zoning ordinance and add a new Use Category of “Meat Processing with a Retail Front”. City Council unanimously approved the amendment on November 18, 2023.

The next step is to re-zone their current property from R-1 to C-3 with a special use permit. A public hearing will be conducted prior to considering and taking action on the re-zoning.

EXHIBITS

1. Public Notice
2. Future Land Use Map
3. Current Zoning Map of Area
4. Current Site Map

COMMITTEE ACTION/STAFF RECOMMENDATION

City Staff recommends approval of re-zoning from R-1 to C-3 with a Special Use Permit.

PUBLIC NOTICE

The Wolfforth Planning and Zoning Commission will meet on December 12, 2023 at 5:30 pm and the Wolfforth City Council will meet on December 18, 2023 at 6:00 pm in the City Council Chambers, 302 Main Street, Wolfforth, Texas. The Public Hearings are to receive comment regarding a zoning change by the City of Wolfforth from R-1 to C-3 and include a Special Use Permit for Meat Processing with a Retail Front for the construction of an additional facility at BLK D6 SEC 24 AB 884 TR A 1.00 acres. (Currently the location of All Hale Meats)

At said time and place all such persons shall have the right to appear and be heard.

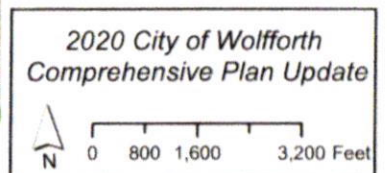
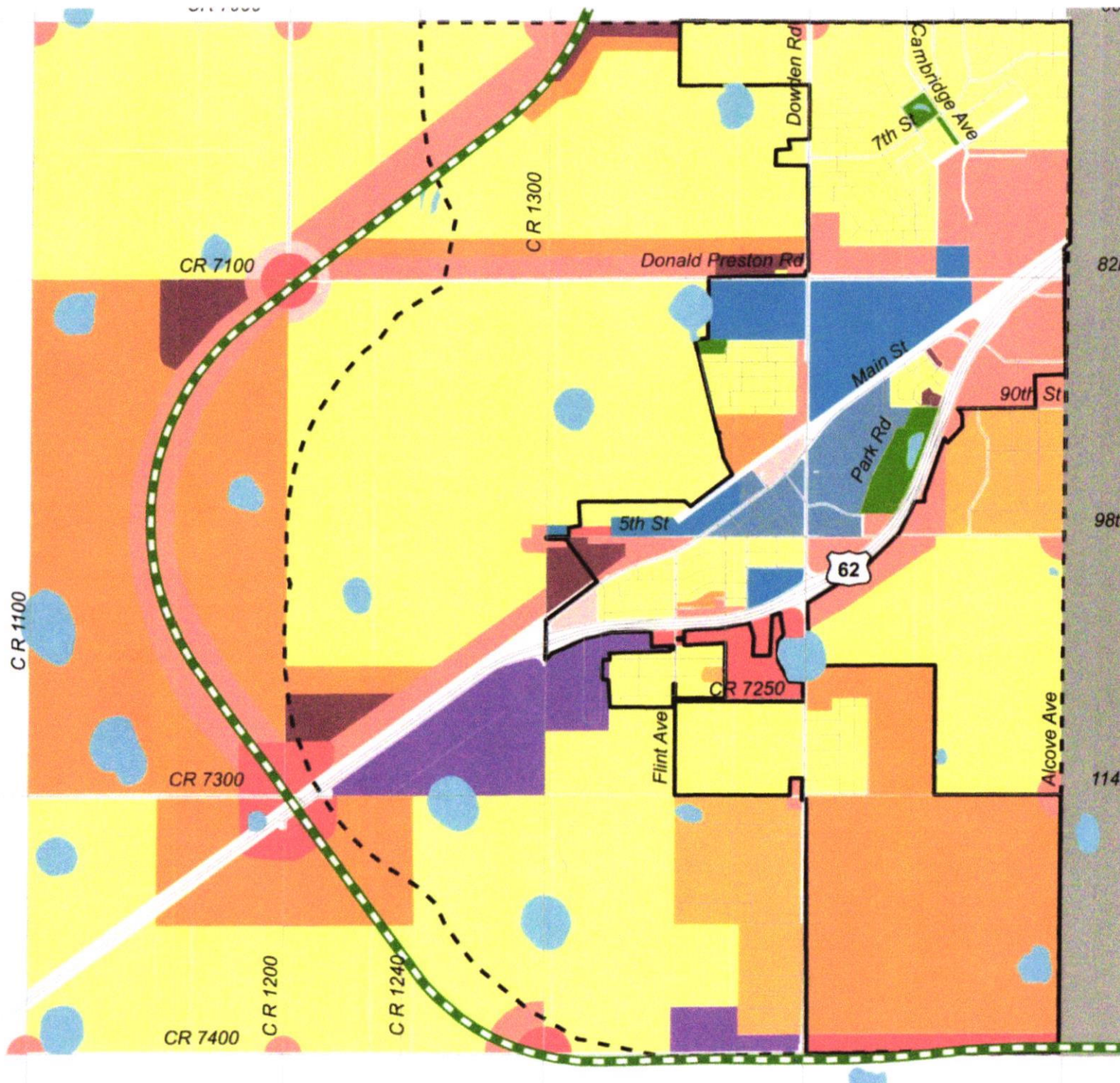
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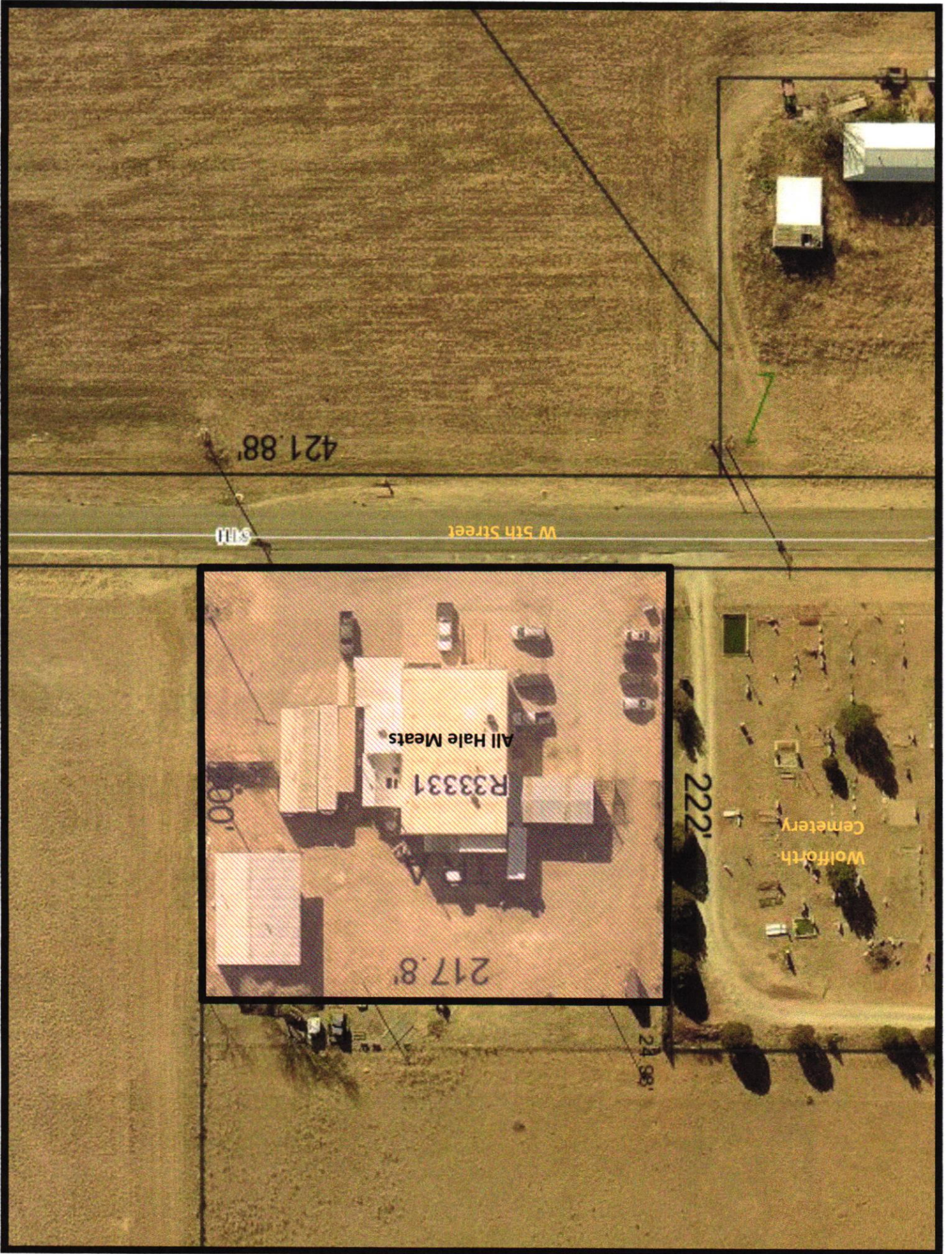


Wolfforth Future Land Use Plan

Legend

- Loop 88
- Low Density Residential
- Manufactured Home
- Medium Density Residential
- High Density Residential
- Office
- Retail
- Commercial
- Old Town Mixed Use
- Special Study
- Park/Open Space
- Public/Semi-Public
- Industrial
- Wolfforth City Limits
- Wolfforth ETJ
- Lubbock City Limits
- Lakes





AGENDA ITEM COMMENTARY

ITEM TITLE

Consider and take appropriate action on an amendment to the Wolfforth Zoning Ordinance Section 501- Residential District Regulations- Minimum Front Yard Setbacks for a cul-de-sac.

INITIATOR/STAFF INFORMATION SOURCE

Tara Tomlinson, Director of Development Services

BACKGROUND

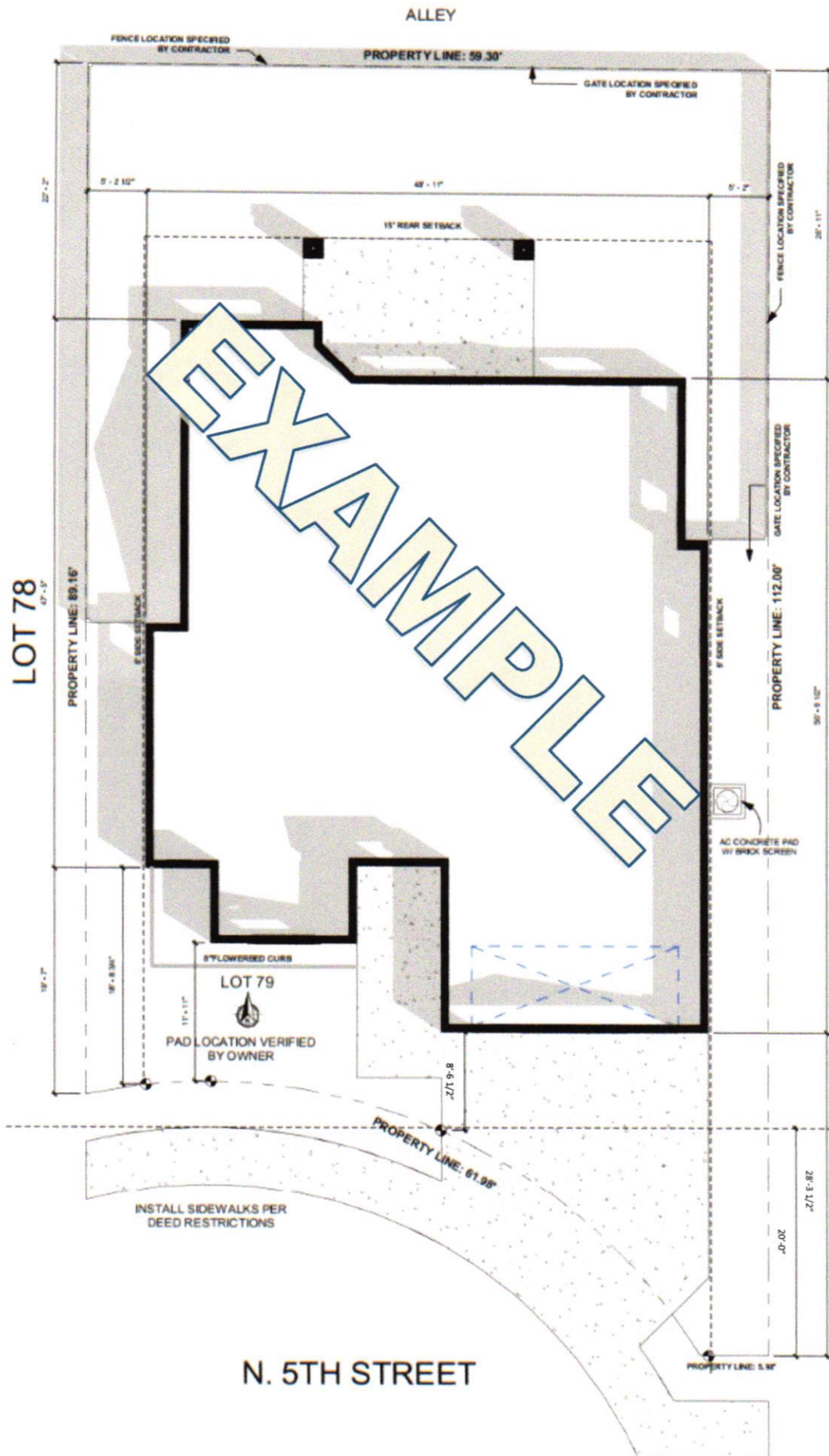
Recently, more developments have had an increase in the number of cul-de-sacs which increases the amount of irregular shaped lots. Due to the irregular shape, the current setback of 20 feet from a garage seems to be difficult to maintain. To prevent all irregular lots on a cul-de-sac that cannot conform to the current setbacks and would require a variance, we are wanting to amend the ordinance and have specific standards for a cul-de-sac that will still maintain the safety of residents along those streets.

EXHIBITS

1. An example of a site plan for a house on an irregular lot
2. A map of a cul-de-sac area
3. Suggestions from other city's ordinances

COMMITTEE ACTION/STAFF RECOMMENDATION

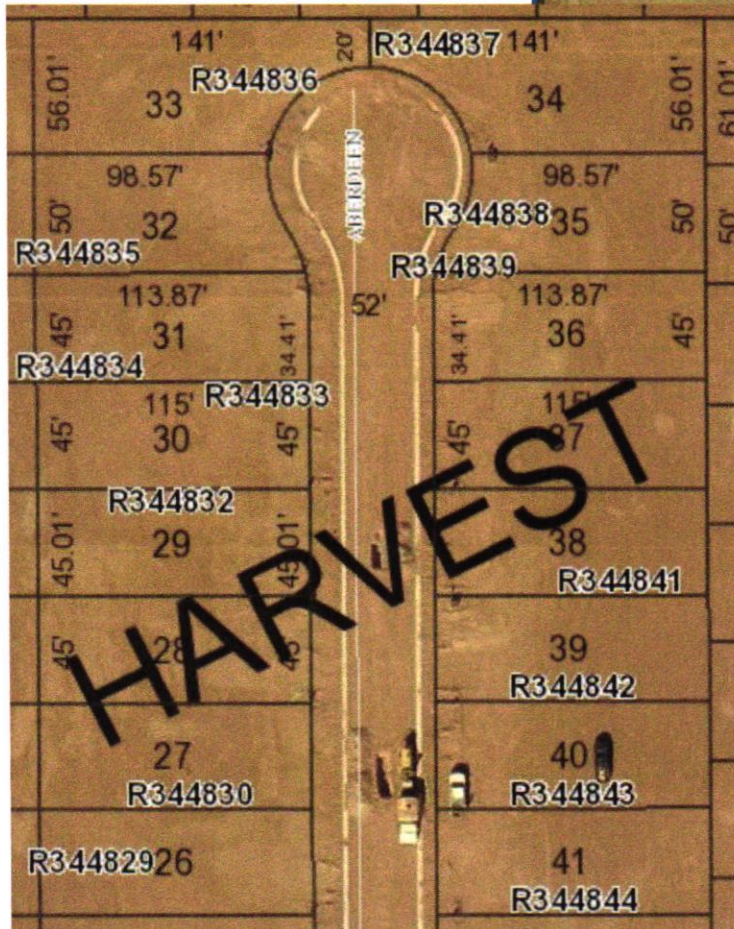
Staff recommends to create an ordinance similar to the City of Abilene's.



This aerial map shows a residential subdivision with nine lots, numbered 16 through 23. A central pond is located between lots 17, 18, 19, and 20. The map includes various dimensions and area labels:

- Lot 16:** Dimensions 68' and 107'. Area label R171646.
- Lot 17:** Dimensions 85.41' and 107'. Area label R171647.
- Lot 18:** Dimensions 116.37' and 124.14'. Area label R171648.
- Lot 19:** Dimensions 115' and 80'. Area label R171649.
- Lot 20:** Dimensions 111' and 121.06'. Area label R171650.
- Lot 21:** Dimensions 116.3' and 81.4'. Area label R171651.
- Lot 22:** Dimensions 68.13' and 103'. Area label R171652.
- Lot 23:** Dimensions 103' and 107'. Area label R171653.

The map also shows a road running horizontally across the middle, with several cars parked along it. A road runs vertically along the left side. The central pond is a large, irregularly shaped body of water.



This area is located in Harvest. They have different setback requirements for the backyard since they are a PDD. They also build smaller homes that do not take up as much of the lot size allowing them to maintain the setback requirement.

Examples of Setback Requirements on a cul-de-sac:

City of Abilene- (Reworded to fit our City's Ordinances)

“In areas with nonconforming building setbacks, such as a cul-de-sac, the Director of Development Services may authorize a reduction in the required front setback. However, in no case shall the setback be reduced more than 50% (e.g., a 30' setback may be reduced to 15’)

City of Lubbock (Changed in May to Unified Development Code)

Table 39.02.004.c-2
SF-2 Lot Density and Dimensions

Standards	Conventional						Cluster					
	Single-Family Detached Dwelling	Single-Family Garden Home	Single-Family Cottage	Duplex	Town-house	Multi-Plex	Single-Family Detached Dwelling	Single-Family Garden Home	Single-Family Cottage	Duplex	Town-house	Multi-plex
Minimum Lot Area per Dwelling Unit (square feet)	5,000	3,500	4,000	2,500	2,000	1,500	3,000	2,500	2,500	1,500	1,500	1,000
Minimum Lot Width (feet)	40	35	35	35	20	40	30	25	25	25	20	30
Maximum Building Height (feet)	35	35	35	35	45	35	35	35	35	35	45	35
Minimum Front Setback (feet)	20	15	15	15	15	15	15	15	15	15	15	15
Minimum Front Setback (feet) (cul-de-sac)	5	5	5	5	5	5	5	5	5	5	5	5
Minimum Side Setback (feet) (Zero Setback Side / Non-Zero Setback Side)	5	0 / 10	5	5	0 / 5	5	5	0 / 10	5	5	0 / 5	5
Minimum Side Street Setback (feet)	5	5	5	5	5	5	5	5	5	5	5	5
Minimum Rear Setback (feet)	15	10	10	10	10	10	10	5	5	10	10	10
Minimum Common Open Space (percent)	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	7.5
Maximum Building Coverage (percent of lot)	55	65	65	65	70	70	55	65	65	65	70	70