

NOTICE
THIS NOTICE IS POSTED IN COMPLIANCE WITH THE OPEN MEETING ACT
(TEX. GOV'T CODE CHAPTER 551, SEC. 551.041)

AGENDA
REGULAR PLANNING AND ZONING COMMISSION MEETING
5:30 P.M
GATESVILLE CITY COUNCIL CHAMBERS
110 NORTH 8TH STREET, GATESVILLE, TEXAS 76528
MARCH 2, 2026

The Planning & Zoning Commission Meeting will be convened immediately after the Building Standard Commission Meeting.

An Open Meeting will be held concerning the following subjects:

1. Call to Order
2. Quorum check
3. Invocation and Pledge of Allegiance

Citizens/Public Comments Forum: Individuals wishing to address the Gatesville Planning & Zoning Commission may do so during this segment. If you intend to comment on a specific agenda item, please indicate the item(s) on the sign-in sheet before the meeting. Each speaker is allotted a maximum of 3 minutes for their remarks, and speakers are expected to conduct themselves in a respectful manner. In accordance with the Texas Open Meetings Act, the City of Gatesville Planning & Zoning Commission cannot deliberate or act on items not listed on the meeting agenda.

CONSENT AGENDA:

4. All consent agenda items are considered routine by the Planning and Zoning Commission and will be enacted by a single motion. There will be no separate discussion of these items unless a Board Member requests an item to be removed and considered separately.
 - a. Discussion and possible action regarding minutes dated **February 2, 2026**.

REGULAR BUSINESS:

5. Discussion and possible action regarding a replat of Renfro Valley located in the Extraterritorial Jurisdiction.
6. Discussion and possible action regarding the abandonment of an alley located on S 22nd Street.
7. Discussion of the Zoning Ordinance Article VIII: Off- Street Parking and Off-Street Loading.

8. Adjourn Meeting

I hereby attest that the above agenda was posted on this the 25th day of February, 2026 by 5:00 p.m. on the official City of Gatesville website, www.gatesvilletx.com and the official bulletin boards at the Gatesville City Hall, 803 E. Main Street and Gatesville Council Chambers, 110 N. 8th Street, Gatesville, Texas.

Holly Owens

*Holly Owens, T.R.M.C.
City Secretary*

The City of Gatesville council chambers are wheelchair accessible and accessible parking spaces are available at the back entrance of City Hall. Requests for accommodation or interpretive services must be made 24 hours prior to this meeting. Please contact the city secretary's office at 254-865-8951 or FAX 254-865-8320, or email howens@gatesvilletx.com for further information.

PLANNING & ZONING COMMISSION MEETING

FEBRUARY 2, 2026

5:30 P.M.

COUNCIL CHAMBERS, 110 NORTH 8TH STREET,

GATESVILLE, TEXAS 76528

AN OPEN MEETING WAS HELD CONCERNING THE FOLLOWING SUBJECTS:

1) Call to order the Regular Planning & Zoning Commission Meeting at 5:38 P.M. this 2nd day of February 2026.

2) Quorum Check:

Commission Present: Chairman Teresa Johnson, Vice Chairman John Westbrook and Commissioners: Loni Jones, Charles Ament, and Wyllis Ament.

City Staff Present: City Secretary Holly Owens and Building Official Miguel Gamez.

3) Invocation: Commissioner C. Ament and Pledge of Allegiance: Led by Commissioner Westbrook.

PUBLIC COMMENTS:

There were no public/citizen comments.

4) Discussion and possible action regarding approval of minutes from the Regular Planning and Zoning Commission Meeting held on **January 5, 2026**.

Loni Jones motioned to **APPROVE** the minutes dated January 5, 2026, seconded by Charles Ament. The motion **PASSED** unanimously, 4-0-0. (Foster and Williams Absent)

5) Discussion and possible action regarding a zoning change request for 511 Saunders Street.

Kaleb Hitt came forward to answer any questions.

John Westbrook motioned, seconded by Loni Jones to recommend the zoning change of Residential 2-4 Family to Business Commercial for 511 Saunders Street and request Staff to present the recommendation to City Council. The motion **PASSED** unanimously, 4-0-0 (Foster and Williams Absent).

6) Discussion and possible action regarding a final plat for 1015 Old Pidcoke Road.

Charles Ament motioned, seconded by Wyllis Ament to recommend approval of the final plat for Crescent Townhomes located in the William Suggett Survey, abstract 912 to City Council. The motion **PASSED** unanimously, 4-0-0 (Foster and Williams Absent).

7) Adjourn Meeting.

The meeting was **adjourned at 5:50 p.m.**

Teresa Johnson, Chairman



PLANNING & ZONING COMMISSION MEMORANDUM

To: Chairman and Commission

From: Holly Owens

Agenda Item: Discussion and possible action regarding a replat of Renfro Valley located on Woodhollow Drive.

Applicant and Owner

Roy Johnson

Project Description

The applicant is requesting approval to replat and divide the following properties:

- Renfro Valley, Block 5, Lots 9 and 10 (10.33 acres)
- Renfro Valley, Block 2, Lot 1 (5.03 acres)

The combined acreage of 15.393 acres is proposed to be replatted into seven (7) individual lots intended for single-family residential and agricultural uses.

Property Location

The subject property is located on Woodhollow Drive, between Hidden Valley Drive and Cross Timbers Drive. Water service to the property is provided by Mountain.

Applicable Law

The proposed replat is subject to the provisions of the Texas Local Government Code (TLGC) and the City's Code of Ordinances, including but not limited to the following sections:

- **Sec. 212.001 – Extraterritorial Jurisdiction (ETJ):** Defines ETJ as the unincorporated area contiguous to the corporate boundaries of a municipality and located within five miles of those boundaries.
- **Sec. 212.004 – Plat Required:** Requires that the owner of a tract of land located within the municipal limits or ETJ who divides the tract into two or more parts for the purpose of laying out a subdivision, including suburban, building, or other lots, or to dedicate streets, alleys, parks, or other areas to public use, must have a plat prepared.
- **Sec. 212.009 – Approval Procedure:**
 - (a) The municipal authority responsible for approving plats shall approve, approve with conditions, or disapprove a plat within 30 days after the date the plat is filed.
 - (b) If an ordinance requires approval by the governing body in addition to the planning commission, the governing body shall approve, approve with conditions, or disapprove the plat within 30 days after approval by the planning commission or by inaction of the commission.

Summary

The applicant seeks approval to replat 15.393 acres into seven lots for residential and agricultural purposes. The request is subject to the statutory requirements outlined above and must be acted upon within the timelines established by the Texas Local Government Code.

If approved, the replat will be called Lightning J Creekside Estate West Subdivision; Block 1, Lots 1-7.

Staff Recommendation:

Staff is requesting the Commission to recommend to Council to approve the replat.

Motion:

Motion to recommend to City Council approval of the replat located in Renfro Valley; Block 5, Lots 9 and 10 and Block 2, Lot 1 on Woodhollow Drive.

Attachments:

- Survey
- Application



PLANNING & ZONING COMMISSION MEMORANDUM

To: Chairman and Commission

From: Holly Owens, City Secretary

Agenda Item: Discussion and possible action regarding the abandonment of an Alley located on S 22nd Street.

Information:

The vacation of a public right-of-way, street, or alley may be accomplished through the adoption of a vacation ordinance, which is subsequently filed in the official land records. This process requires review and recommendation by the Planning & Zoning Commission, followed by three readings and approval of an ordinance by the City Council.

The alley located along S 22nd Street between 105 S 22nd Street and the 2100 Block of Saunders Street has never functioned as an alley. The majority of property owners along the 2100 Block of Saunders Street have constructed fences within the platted alley area. Additionally, the owner of 105 S 22nd Street has indicated no interest in claiming the subject property.

Notification letters were mailed to property owners in the 2100 Block of Saunders Street informing them of the proposed vacation of the alley and the additional 12-foot portion located at the rear of their properties that would be allocated to them upon abandonment.

Should the property owners elect to claim the additional 12-foot portion, they will be required to replat their respective properties and file the approved replat with the Coryell County Clerk, along with a copy of the adopted vacation ordinance, once finalized.

Staff Recommendation:

Staff requests the Commission to make a recommendation to Council to pass and eventually approve the abandonment of the alley located on S 22nd Street.

Motion:

Motion to recommend the abandonment of the alley location on S 22nd Street to City Council.

Attachments:

- Survey
- Copy of letter to property owners
- Mailing list

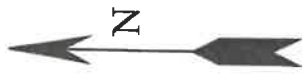
Surveyor:

Maples & Associates

420 S. Liveoak, Ste 200
 P.O. Box 893
 Lampasas, Texas 76650
 Firm No. 10097700
 Tel (512) 556-2078
 Fax (512) 556-0500

LEGEND

○	1/2" Iron Pin Set with cap marked "MAPLES RPLS 5043"
⊕	"X" Found Carved in Concrete
●	3/8" Iron Pin Found
●	1/2" Iron Pin Found
⊖	2.5" Pipe Post
---	Original Lot Lines
-x-	Wire Fence
-∞-	Chainlink Fence
-E-	Overhead Electric
●	Power Pole
⊞	Electric Meter
⊞	RV Hook Up
⊞	Water Meter
▢	Concrete
()	Record Calls



Basis of Bearings:
 Texas State Plane Coordinate System
 NAD83 Texas Central Zone.

This survey was performed without the benefit of a Title Commitment.

LAND TITLE SURVEY

Being 0.577 acres comprised of part of Lots 2, 3, and 4, Block 27 of the New Addition to the City of Gatesville, and being the same tract of land described in Tract Three as 0.5773 acres in a deed from KPOW LLC, et al, to Free2B Automotive, LLC, dated November 24, 2024, recorded as Doc. No. 377881 of the Official Public Records of Coryell County, Texas.

A legal description of even survey date herewith of the tract shown hereon accompanies this plat.

Surveyed on the ground on July 1, 2025.

This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition III Survey.

Paul W. Maples

Paul W. Maples, RPLS
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 Job No. 250525



Block 1
 An-Lo Subdivision
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15

16

17

18

19

20

alley - per TxDOT ROW map
 width varies from 12.6' to 13.7'

N89°16'31"E 242.46'
 (S89°19'08"E 242.42')

gravel drive

N02°51'55"W 112.19'

(N01°28'11"W 112.28')

Free2B Automotive, LLC
 (Tract Three - 0.5773 acres)
 Doc. No. 377881

0.577 Acres

Block 27
 New Addition
 PCB, Slides 445-448

2

Gayle Pitts Sadler
 (Exhibit A - Tract Two)
 Doc. No. 272100

3

(N89°38'17"W 208.30')

S88°59'45"W 70.75'

Jose Luis Valencia, et ux
 (0.223 acres)
 Doc. No. 317975

S89°00'57"W 137.63'

Kaffir Lime, LLC
 (0.36 acres)
 Doc. No. 330310

N. 22nd Street

S14°19'45"W 115.10'

(S15°45'18"W 115.00')

no deed or dedication found



PLANNING & ZONING COMMISSION MEMORANDUM

To: Commission

From: Holly Owens, City Secretary

Agenda Item: Discussion regarding the Zoning Ordinance Amendments; Article VIII.

Information:

The current zoning ordinance was adopted in 1995. Staff recommends repealing the ordinance in its entirety due to numerous changes in the Texas Local Government Code and the Texas Constitution that are inconsistent with the 1995 ordinance. In addition, the City's Code of Ordinances has been amended repeatedly over the past 30 years, resulting in further conflicts and outdated provisions within the existing zoning regulations.

For review and discussion purposes, staff will present the proposed ordinance in segments.

The most notable additions:

1. ADA and Handicap parking specifications (Sec. 8-3.1) and (SEC. 8-7).
2. Number of Off-Street Parking Spaces required was added (SEC. 8-6) with specifics based on the use.
3. Parking and Storage of Vehicles (SEC. 8-8).
4. Off-Street Loading (SEC. 8-9).

ARTICLE VIII. – OFF-STREET PARKING REGULATIONS

SEC. 8-1. Purpose and Intent

The purpose and intent of these regulations are to ensure safety from fire, panic and other dangers; to lessen congestion in the streets and alleys; to facilitate the adequate provision of transportation and circulation; to conserve the value of building and land uses; and to encourage the most appropriate use of land. **To this end in all zoned districts, there shall be provided at the time any use is established or expanded, or any building or structure is erected or structurally altered (except as otherwise provided elsewhere in this section), minimum off-street parking in conformance with the requirements established herein.**

SEC. 8-2. Location of Parking Spaces

All parking spaces required herein shall be located on the same lot with the building or use served, except that where an increase in the number of spaces is required by a change or enlargement of use or where such spaces are provided collectively or used jointly by two or more buildings or establishments, the required spaces may be located and maintained within three hundred (300) feet of an institutional or other non-residential building served.

SEC. 8-3. Computation of Parking Space Sizes and Parking Areas

In computing the minimum size and area of parking spaces and parking areas, the following rules shall govern:

8-3.1 Parking Space Size

- a. Perpendicular: No parking space shall be less than 9 feet in width by 18 feet in length.
- b. Parallel: No parking space shall be less than 8 feet by 22 feet.
- c. Angled: No parking spaces shall be less than 8 feet by 20 feet with a minimum 60-degree angle.
- d. Compact: No parking spaces shall be less than 8 feet by 16 feet.
- e. **ADA: No parking spaces shall be less than 8 feet wide with adjacent 5-foot access; Van-Accessible shall be a minimum of 11 feet wide.**

SEC. 8-4. Type of Parking Surface Required

All parking and vehicle use areas shall be of all-weather surface material and constructed in accordance with applicable codes. Permeable pavements such as permeable asphalt, concrete or equivalent shall be considered an all-weather surface if it is designed by a licensed engineer experienced in the design of permeable pavement and is installed to industry standards.

SEC. 8-5. Rules for the Computation of the Number of Parking Spaces

8-5.1 Whenever a building or use constructed or established after the effective date of this ordinance is changed or enlarged in floor area, number of employees, number of dwelling units,

seating capacity, or otherwise, to create a need for an increase of 10 percent or more in the number of existing parking spaces, such spaces shall be provided on the basis of the enlargement of new total. Whenever a building or use existing prior to the effective date of this ordinance is enlarged to the extent of 25 percent or more in floor area or in the area used, said building or use shall then and thereafter comply with the parking requirements set forth herein.

8-5.2 In the case of mixed or joint uses, the parking spaces required shall equal the sum of the requirements of the various uses computed separately.

SEC. 8-6. Number of Off-Street Parking Spaces Required

8-6.1 Residential Uses

- a. Single-Family Detached Dwelling: two (2) spaces per dwelling unit exclusive of “in-garage” parking.
- b. Boarding House: One (1) space per bed or individual sleeping room.
- c. Fraternity or Sorority House: One (1) space per bed.
- d. Nursing, Rest or Convalescent Home, Home for the Aged, Senior Citizens Apartment Dwelling, or Other Similar Dwelling or Institution: One (1) space per each three (3) beds or One (1) space per individual sleeping unit, whichever is greater.
- e. Duplex/Tri-plex/Quad-plex: Two spaces per dwelling unit.
- f. Mobile Home Park, Subdivision or Campground: One (1) to five (5) spaces for each transient stand for a mobile home park or campground and for each lot in a mobile home subdivision.
- g. Multi-Family: One (1) space for each 500 square feet of dwelling unit floor area within the building site. Only floor space within a dwelling unit is included for calculation of required off-street parking.

8-6.2 Non-Residential Uses

- a. Schools:
 - i. Elementary: One (1) space for each classroom or teaching station, plus One (1) additional space for each four (4) seats in any auditorium, gymnasium, or other assembly place, whichever is greater.
 - ii. Junior High/Middle School: Same requirements as for elementary schools.
 - iii. High School: One (1) space for each classroom or teaching station, plus One (1) additional space for each three (3) students accommodated in the school.
 - iv. College or University: Same requirements as for high schools.
 - v. Day Care Centers or Kindergarten: One (1) space per each five (5) pupils accommodated, plus sufficient space to accommodate off-street circulation for pickup and delivery of children by auto.
- b. Churches and Places of Worship: One (1) space for each three (3) seats in the main sanctuary or auditorium.
- c. Other Institutions:
 - i. Hospital, General Acute Care: One (1) space per bed, plus 1 space for each four (4) persons employed.
 - ii. Hospital, Chronic Care: One (1) space per each three (3) beds, plus one (1) space for each four (4) persons employed.

- iii. Foster Home: One (1) space per each ten (10) pupils or residents.
- iv. Institutions of Philanthropic Nature: ten (10) spaces plus one (1) space for each employee.
- d. Community Facilities:
 - i. Art Gallery or Museum: One (1) space per each 1,000 square feet of floor area.
 - ii. Library: One (1) space per each 150 square feet of floor area.
 - iii. Community Center (public or private): One (1) space per each 100 square feet of floor area.
 - iv. Meeting Rooms and Places of Public Assembly: One (1) space per each three (3) seats.
 - v. Lodge or Fraternal Organization: One (1) space per each 200 square feet of floor area.
- e. Personal Service and Retail Uses:
 - i. Personal Service Shop or Establishment: One (1) space per each 200 square feet of floor area.
 - ii. Mortuary/Funeral Home: One (1) space per each 50 square feet of floor area in "slumber rooms," parlors, and individual service rooms, or One (1) space per each two (2) seats accommodated in a chapel area, whichever is greater.
 - iii. Furniture Stores and Appliance Stores: One (1) space per each 400 square feet of floor area.
 - iv. Gasoline Service Stations:
 - without a convenience store: Minimum of six (6) spaces;
 - with a convenience store: Minimum of one (1) space for each 200 square feet of floor area;
 - with convenience store and sit down dining area: Minimum of one (1) space for each 200 square feet of retail floor area + the greater of one (1) space per each three (3) seats under the maximum seating arrangement or one (1) space per each 100 square feet of floor area devoted to dining;
 - with convenience store and drive-through restaurant (or other service window): Minimum of one (1) space for each 200 square feet floor area + three (3) stacking spaces per service window.
 - with a self-service car wash added to any of the above combinations, a minimum of three (3) stacking spaces shall be provided. Each stacking space on the site shall be nine feet by twenty-two feet (9' x 22'), shall be located in a sequential arrangement to the service area, and shall not be on any street rights-of-way or common access easement, any necessary maneuvering area for parking spaces, within the general traffic circulation pattern of a parking lot, or in a designated fire lane.
 - v. Retail Stores or Shops: One (1) space per each 200 square feet of floor area.
 - vi. Open (Outdoor) Retail Sales: One (1) space per each 600 square feet of open-site area utilized, exclusive of buildings.
- f. Office, Professional or Financial Uses: For all categories listed under this heading, a minimum of eight (8) spaces shall be provided for the first 1,000 square feet. The following requirements pertain to the remaining square footage:
 - i. Banks, Savings and Loan, or Other Similar Financial Establishments: One (1) space per each 300 square feet of floor area.

- ii. Doctor's Offices and Medical Clinics: One (1) space per each 150 square feet of floor area.
- iii. Veterinarian Offices or Clinics: One (1) space per each 300 square feet of floor area.
- iv. Offices, General: One (1) space per each 300 square feet of floor area.
- v. Dance, Music, Display or Drama Studios: One (1) space per each 200 square feet of floor area.
- vi. Business, Trade or Craft School: One (1) space per each 3 students in attendance at peak time of day.
- vii. For mixed retail and office uses, the parking requirements shall be based on the space allocated for the various uses; and shall use the parking requirements for those uses.
- g. Transient Lodging Uses:
 - i. Hotel, Motel, or Dude Ranch: One (1) space per each room, unit or guest accommodation plus specific requirements for restaurants, cocktail lounges, and related facilities prescribed elsewhere in this section.
 - ii. Seasonal Camp or Cabin: One (1) space per each sleeping unit or cabin.
- h. Eating and Drinking Establishments:
 - i. Restaurant, Cafeteria or Cafe: One (1) space per each three (3) seats under maximum seating arrangement, or One (1) space per each 100 square feet of floor area, whichever is greater.
 - ii. Drive-in Eating and Drinking Establishments: twelve (12) spaces plus one (1) space per each 50 square feet of floor area.
 - iii. Cocktail Lounges, Taverns and Similar Establishments: One (1) space per each 100 square feet of floor area.
- i. Social, Recreation and Entertainment Uses:
 - i. Commercial Amusement Establishments: One (1) space per each 100 square feet of floor area.
 - ii. Bowling Alley: Six (6) spaces per each bowling lane.
 - iii. Private Club or Night Club: One (1) space per each 100 square feet of floor area.
 - iv. Theater: One (1) space per each three (3) seats.
 - v. Country Club: One (1) space per each 100 square feet of floor area, exclusive of locker rooms and bathhouses.
 - vi. Recreation Club or Area, Private: One (1) space per each 100 square feet of floor area.
 - vii. Golf Course: Five (5) spaces per each green.
 - viii. Sports Arena, Stadium or Gymnasium: One (1) space per each three (3) seats or bench seating spaces.
- j. Industrial Uses: One (1) off-street parking space required per 1,000 square feet of under-roof industrial area and one (1) space per each 300 square feet of under-roof office area.

SEC. 8-7. Parking for the Handicapped

All parking shall meet state, federal, and other applicable requirements with respect to parking for the handicapped and reference to Section 1106 of the International Building Code (IBC). Wherever handicapped parking spaces are required, appropriate curb ramps shall be installed.

SEC. 8-8. Parking and Storage of Vehicles

- a. In order to avoid the unsightly visual impact and clutter of indiscriminately parked or stored junked and/or abandoned vehicles so as to promote and maintain a desirable aesthetic appearance of the City, no motor vehicles or trailers of any kind or type without current state license plates, where required, shall be parked or stored on any lot or premises unless compliance with at least one of the following provisions is met:
 - i. Such vehicle(s) or equipment is contained within an enclosed garage or other accessory building.
 - ii. Such vehicle(s) or equipment is adequately screened or separated by substantial distance from view from any adjacent public street, highway or adjacent property, provided such screens, parking or storage area is behind the nearest portion of a principal building to a street or highway.
 - iii. Farm and ranch vehicles and equipment, when used in conjunction with farm and ranch activities conducted on the premises, are not considered applicable to the provisions of this paragraph
- b. Off-street vehicle parking spaces may be located within the required front yard of any retail, office or industrial district; however, such off-street parking spaces shall be on a hard surfaced drive or parking area.

SEC. 8-9. Off-Street Loading

8-9.1. Location of Loading Spaces

Off-street loading spaces shall be provided and maintained for all commercial, office, and industrial uses and structures for receiving and loading merchandise, supplies, and materials within a building or on the lot or tract adjacent thereto. Such spaces may be adjacent to a public alley or private service drive.

8-9.2. Type of Parking Surface Required for Loading Spaces

All parking vehicle use areas used for loading and unloading operations shall be of an all-weather surface material and constructed in accordance with applicable codes.

8-9.3. Spaces Required

At least the following amounts of off-street loading space shall be provided, plus an area or means adequate for ingress and egress. The number of spaces required, except as modified hereafter, shall be not less than the following which shall be deemed to include and apply to all structures:

Gross Floor Area (square feet)	Spaces Required
--------------------------------	-----------------

10,001	up to and including 25,000	1
25,001	up to and including 40,000	2
40,001	up to and including 100,000	3
100,001	up to and including 160,000	4
160,001	up to and including 240,000	5
240,001	up to and including 320,000	6
320,001	up to and including 400,000	7
For each additional 90,000	over 400,000	+1

8-9.4. Special Standards

The following amounts of off-street loading spaces shall be required for the following enumerated use classes in lieu of the above:

- a. Pre-School, Kindergarten or Day Care Center: Two (2) each ten (10) feet by twenty (20) feet.
- b. Tourist Facilities:
- c. One-fourth the number of spaces required above.
- d. Places of Public Assembly:
- e. One-fourth the number of spaces required above.
- f. Office Areas:
- g. One-fourth the number of spaces required above.

8-9.5. Development Standards

- a. No off-street loading facility may be used for sales, repair work, storage, dismantling, or servicing of any vehicles, equipment, materials, or supplies.
- b. No loading space will be located closer than fifty (50) feet to any lot in any residential district.
- c. No parking or loading spaces or vehicle sales areas on private property shall be located in any required landscape or bufferyard areas.