



City of Abilene

Planning and Zoning Commission Agenda

SPECIAL CALLED MEETING

Notice is hereby given of a Special Called meeting of the Planning & Zoning Commission of City of Abilene to be held on Tuesday, October 13, 2020 at 1:30 p.m., at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

INVOCATION

MINUTES

1. **Minutes:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on Approving the Minutes from the Special Called/Joint Meeting Held on October 1, 2020

ZONING

2. **SNC-2020-01:** Public hearing and possible vote to recommend approval or denial to the City Council on a request from Lytle Lake Water Control and Improvement District, agent Dennis O'Connell, to add an honorary street name "Larry and Mary Gill's Way" to the street known as Lytle Way Circle extending west from Lytle Way in southeast central Abilene, Taylor County, Texas

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 7th day of October, 2020, at 9:50 a.m.

Kaitlin Richardson, Deputy City
Secretary

SPECIAL CALLED/JOINT MEETING

October 1, 2020 at 5:30 p.m.

CITY COUNCIL OF THE CITY OF ABILENE, TEXAS WITH PLANNING AND ZONING COMMISSION CONFERENCE ROOM 2, ABILENE CONVENTION CENTER

The City Council of the City of Abilene, Texas met in a Special Called/Joint Meeting with the Planning and Zoning Commission on October 1, 2020, at 5:30 p.m., in Conference Room 2 of the Abilene Convention Center, 1100 N 6th Street, Abilene, Texas. Mayor Anthony Williams was present and presiding with Mayor Pro-tem Weldon Hurt, Deputy Mayor Pro-tem Donna Albus, and Councilmembers Shane Price and Jack Rentz. Councilmembers Kyle McAlister and Travis Craver were absent. Also present were Assistant City Manager Michael Rice, First Assistant City Attorney Kelley Messer, City Secretary Shawna Atkinson, and various members of City staff.

Members representing the Planning and Zoning Commission were Chairman Fred Famble, Vice-Chairman Clint Rosenbaum (who arrived late), Members Iziar Lankford, Alex Russell and Bill Noonan.

Mayor Williams called the City Council meeting to order at 5:30 p.m. Planning & Zoning Commission Chair Famble called the Planning & Zoning Commission meeting to order at 5:30 p.m.

Mayor Williams delivered the invocation, and led Pledge of Allegiance to the Flags of the United States of America and the State of Texas.

PUBLIC COMMENTS

Mayor Williams opened the public comment period, and with no speakers coming forward, the public comment period was closed.

REGULAR AGENDA

2. Introductions:

Cheryl Sawyers, Planning Services Manager, opened the meeting and introduced Brennan Kane, Director of Planning with Halff Associates, who introduced his team.

3. Presentation: What is a Comprehensive Plan?

Mr. Kane went over the definition of a comprehensive plan, where the City of Abilene is now in regards to population and growth, the comprehensive plan background and the plan's purpose and intended outcomes. He introduced the Connect Abilene themes of Environment, Livability, and Prosperity, to create a "complete" community.

Bresa Bryford with Civic Brand went into further detail about the Connect Abilene brand, as well as the goals of project branding and the types of connections that will be made – physical, personal and planning goals. The hashtag #connectabilene will go live on social media, as well as the connectabilene.com website.

Kendall Howard with Halff Associates went over the timeline for the Comprehensive Plan, which a 15 to 16 month timeline is made up of five phases. She went over the tentative meeting schedule for the next 15 to 16 months.

4. Introductions:

City Council, Planning & Zoning and the members of the Comprehensive Plan Action Committee participated in an ice breaker exercise, consisting of each member introducing themselves and their organization, and expressing what they think or hope Abilene will look like in the year 2040. They then completed a handout exercise that was collected by Halff Associates.

5. Visioning Exercises:

Kaylee Sager with Halff Associates led group members through a guiding principles exercise, where each table worked together to come up with guiding principles for the City of Abilene. After the exercise was complete, the tables shared their findings with the group.

Mayor Williams left the meeting at 6:25 p.m., and Mayor Pro-tem Weldon Hurt presided over the remainder of the meeting.

The final exercise was a Perception of Abilene Today mapping exercise. Group members worked with their table to highlight areas around Abilene they feel best represented Abilene, least represented Abilene, enjoy visiting and avoid visiting. A representative from each group brought up their group's map to the front at the end of the exercise and presented their findings.

ADJOURNMENT

There being no further business, Chair Famble adjourned the Planning & Zoning Commission meeting at 7:25 p.m., and Mayor Pro-tem Hurt adjourned the City Council meeting at 7:25 p.m.

APPROVED

Mr. Fred Famble, Chairman

STREET NAME CHANGE SNC-2020-01

STAFF REPORT



REQUEST:

Honorary Street Name Change of Lytle Way Circle to “Larry & Mary Gill’s Way”

APPLICANT INFORMATION:

Applicant: Lytle Lake Water Control Improvement District

Agent: Dennis O’Connell

HEARING DATES:

P & Z Commission: October 6, 2020

City Council 1st Reading: October 22, 2020

City Council 2nd Reading: November 5, 2020

REQUESTED ACTION:

The Lytle Lake Water Control Improvement District is seeking to add the honorary street name “Larry & Mary Gill’s Way” to the street known as “Lytle Way Circle” extending west from Lytle Way in southeast central Abilene, Taylor County, Texas.

BACKGROUND:

The applicant is requesting an honorary street name commemorating the dedication that Larry and Mary Gill have displayed to their community over the years. Lytle Way Circle has been a public street within the City of Abilene since at least 1969 when originally identified as a dedicated 40-foot-wide right-of-way which appears on the approved subdivision plat for Lots 1 & 2 of Block 1 in the Maddox Addition subdivision.

Application Citation:

Larry and Mary Gill live on Lytle Lake, use it regularly and care for it as they have for other projects in Abilene. On any given weekend, one can see Larry and Mary paddling around and picking up trash from the lake. To this end, Larry has served as a board member on the Lytle Lake Water Control Improvement District since 2010 and as President since 2012.

ANALYSIS:

Abilene’s honorary street name designation policy also enumerates certain criteria for any such honorary designation. These include the following:

- *Each name proposed for honorary designation shall be one which has had a significant impact in such areas as government, education or medicine. The name shall also be one which represents contributions at the local, state or national level.*
- *There must be present a significant, broad-based community support of the proposed honorary designation.*
- *Streets to be considered for honorary designation should be numbered streets (e.g., North 3rd or South 10th) and should have a natural break at either end.*
- *Honorary designation should be limited to individuals who are deceased, historic sites or occurrences.*

Proposed honorary designation to “Lytle Way Circle” does not comply with some above-stated criteria, specifically:

Proposed designation is not of a deceased individual, historic site or historic occurrence.

However, these criteria are expressed in a policy statement of City Council and not in any actual ordinance or statute. Commission members may thereby view these criteria as “advisory” and not “mandatory.”

RECOMMENDATIONS:

Development Review Committee (Section 1.1.6.2):

The Development Review Committee members expressed no opposition to proposed honorary designation of “Larry & Mary Gill’s Way” on “Lytle Way Circle.”

Staff Recommendation:

Staff recommends approval of this Honorary Street Name Change request.

Planning and Zoning Commission Recommendation:

On October 6, 2020, the Planning and Zoning Commission will meet to consider this request.

NOTIFICATION:

Property owners within the 200-foot of the subject rights-of-way were notified.

Owner	Situs	Response
BARNETT RANDALL R & LYNN K	1206 LYTLE WAY CR	
BULKLEY DOUGLAS & OLA MAE	1317 CANTERBURY DR	
ELLIS DONALD CHARLES & STEPHANIE	1290 CANTERBURY DR	
FAVOR JUDY K	68 BAY WATER DR	
GILL LAWRENCE E & MARY M	1202 LYTLE WAY CR	
GILL LAWRENCE E & MARY M	1204 LYTLE WAY CR	
HOUSER ANDREW & RANDALYN	1110 LYTLE WAY CR	
LYTLE LAKE WATER DISTRICT	1002 LYTLE WAY CR	
MADDOX RAY A III		
MC NALLY DAVID & JULIE	1309 CANTERBURY DR	
MERRITT DAVID MATTHEW &	1282 CANTERBURY DR	
PARKHILL ROBERT D & NIKKI B	1301 CANTERBURY DR	
PRICE EDWARD IV & CHRISTIE G	42 GREENBAY CR	
ROSE THOMAS & DIANE	60 BAY WATER DR	
SANCHEZ ERIC & BRENDA L	1208 LYTLE WAY CR	
SMITH RANDALL D	76 BAY WATER DR	

ATTACHMENTS:

- Application
- Petition of Support
- SNC Policy Ordinance



Development Application

Planning

- ☐ Conditional Use
 ☐ Easement Release
 ☐ Rezoning
 ☐ Other
☐ PDD
 ☒ Street Name Change
 ☐ Thoroughfare Abandonment
 ☐ PDD Amendment

Other: Honorary Street Name

Project Name: Larry and Mary Bill's Way

Address: corner of Lytle way + Lytle way circle No. of lots: _____ Acreage: _____

Legal Description: _____

Subdivision Name: _____ Block: _____ Lot: _____

Current Zoning: _____ Proposed Zoning (if applicable): _____

OWNER AND AUTHORIZATION

Owner Name: City of Abilene

Address: _____

City, State, Zip: _____ Fax: _____

Phone: _____ Email: _____

I am the property owner, and I certify that the information included in this application is true to the best of my knowledge. (Name) _____ will act as my agent before the Planning and Zoning Commission.

Agent Name: Dennis O'Connell (on behalf of LLWCID)

Address: 2210 Shoreline Dr

City, State, Zip: Abilene TX 79602 Fax: _____

Phone: 325-669-6283 Email: dconnell@hscatx.edu

I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. I hereby designate the aforementioned agent to act on my behalf for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

Signature Owner: [Signature] Date: 9/3/20

FOR OFFICE USE ONLY

Received: [Signature] Fee: \$ 800.00 Receipt No.: 0001055144

Case No.: SNC-2020-01 Reviewed By: [Signature]



Development Application

Please answer the following question in order to assist Staff with the processing of your Zoning request.

1. Please (if necessary) provide background information for the zoning request and explain why you feel it is appropriate.

Please see attached



Development Application

RECOMMENDATIONS

The Planning & Zoning Commission (P&Z) and the City Council look to the Planning & Development Services staff to make a recommendation for the approval or disapproval of this application. We will make every effort to notify you (FAX or E-mail) of our recommendation at least one (1) week in advance of the scheduled meeting of the P&Z Commission. In the case of a rezoning, and when the public interest requires it, we may recommend a rezoning to a Planned Development District (PDD) or a classification other than the classification requested. We will notify you of our decision to propose a PDD as soon as possible after the application is filed to give you time to prepare a site plan.

PUBLIC NOTIFICATION

The public is entitled to examine this application and participate in the decision-making process. In most cases, we are required to notify all property owners within two hundred feet (200') of the boundaries of your property. To ensure the fullest possible consideration, we may also notify neighborhood groups, organizations or individuals that have a special interest in a particular issue. Except for matters that the Planning & Development Services staff have expressly agreed not to disclose (and provided the law allows us to hold the matter in confidence), then all information that we deem relevant to the review and processing of this application may become public knowledge.

PLEASE READ BEFORE SIGNING

The undersigned has read the above application and hereby certifies that the information contained therein is complete, true and correct; and does hereby request that said application be submitted to the Planning & Zoning Commission at the earliest available meeting.

I understand and acknowledge that it is my responsibility to furnish an accurate and precise legal description of the property, and only the property, that is subject of this application, and that failure to furnish such information prior to the application deadline date will delay the processing of this application. I also understand that the City must notify affected property owners of this application. In the event that I fail to submit in a timely manner any information that the City deems necessary to transmit this application to the Planning & Zoning Commission or City Council, then in lieu of dismissal I hereby request that this application be temporarily withdrawn from further consideration until such information is submitted, and I agree to pay a resubmission fee of \$120 to reimburse the City for the expense of re-notifying affected property owners. I have been informed of the tentative date and time that the Planning & Zoning Commission and City Council will hear this application, and I understand that hearings may be continued from time to time at the discretion of the Commission or Council to allow for full consideration or when the public interest requires a continuation.

SIGNED: _____

DATE: _____

9-3-20

Request 1: To have an honorary street sign created and placed at Lytle Way Circle.

Sign Name: Larry and Mary Gill's Way

Request 2: Keep this a secret from Larry and communicate with Mary Gill

Larry and Mary Gill are wonderful supporters of all things Abilene. Before and since his retirement from the US Air Force, Larry Gill has been one of movers and shakers in Abilene. As the Development Officer for the Dodge Jones Foundation, Larry has helped many individuals and groups better themselves, their organizations, our citizens and our city.

Simply stand downtown and look in any direction to see institutions and programs that Larry, through the Dodge Jones Foundation, has funded. These include but are not limited to: Frontier Texas, The Grace Museum, the Paramount, the T&P railroad right-of-way, Meals on Wheels, The Noah Project, Abilene Regional Airport and a north-side complex of Texas Tech Health Sciences Center schools.

Mary Gill, of course, is a human dynamo and a force of nature. She has been a founder of Abilene Habitat for Humanity and a long-time member of the Grace, serving on the Board and even filling in as President when needed. She has a long history of volunteer work with St. Vincent DePaul Thrift Store and Pregnancy Resources of Abilene. Like her husband, Larry – there are few places in Abilene where she has not had a positive, personal impact!

Most specifically related to this request, Larry and Mary Gill live on Lytle Lake, use it regularly and care for it as they have for other projects in Abilene. On any given weekend, one can see Larry and Mary paddling around and picking up trash from the lake. To this end, Larry has served as a board member on the Lytle Lake Water Control Improvement District since 2010 and as President since 2012.

Thus, the LLWCID Board wishes to honor them with an honorary street sign.

POC: Dennis O'Connell, LLWCID Board Member

2210 Shoreline Drive, 79602

oconnell@hsutx.edu

325.669.6283

Petition to Add an Honorary Street Sign to the Lytle Way Circle Street Sign

By adding my personal information and my signature below, I am agreeing to have an honorary street- sign added/affixed to the Lytle Way Circle sign that will honor the contributions of the Gills to Lytle Lake Water Improvement Control District.

Mr. Gill has been a long-time member of the Board of Directors as well as the President of the Board and has done wonderful things for Lytle Lake and the Abilene Community.

I understand that this additional signage will not affect my legal mailing address or property address in any way. I understand that the sign will be a different color than the official green/white street sign and will be placed without initial or upkeep costs to me.

Printed Name: Signature: Street Address: Zip Code:

<u>Andrew House</u>	<u>[Signature]</u>	<u>1118 Lytle Way</u>	<u>79602</u>
<u>Lynn Barnett</u>	<u>[Signature]</u>	<u>1206 Lytle Way</u>	<u>79602</u>
<u>RAY MADDOX</u>	<u>[Signature]</u>	<u>1202 Lytle Way</u>	<u>79602</u>
<u>Shawn Cordry</u>	<u>[Signature]</u>	<u>1002 Lytle Way Cr</u>	<u>79602</u>
<u>R.C. SANCHEZ</u>	<u>[Signature]</u>	<u>1208 Lytle Way Cr</u>	<u>79602</u>
_____	_____	_____	_____
_____	_____	_____	_____

RESOLUTION NO. 7-1992

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ABILENE, TEXAS, ESTABLISHING
A STREET NAMING POLICY.

WHEREAS, it is in the City's best interest to coordinate the designation of street names and addresses in order to avoid motorist confusion, facilitate emergency services, and help ensure prompt delivery of goods and services.

WHEREAS, the Subdivision Regulations of the City of Abilene prohibit unnecessary duplication of street names by requiring continuation of existing street names for certain types of street extensions.

WHEREAS, at times it is appropriate to honor persons, places, or events by use of an honorary street name designation.

WHEREAS, it is the opinion of the City Council of the City of Abilene that the City should prescribe additional guidelines for platting and naming of streets and in the designation of honorary street names, not in limitation but in partial expansion of subdivision regulation; now, therefore;

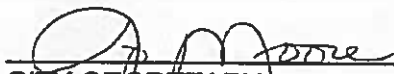
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ABILENE, TEXAS:

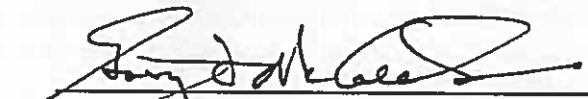
PART 1: That the guidelines indicated on the attached "Attachment B" shall hereby be employed in the platting and naming of streets and in the designation of honorary street names.

PART 2: That this resolution shall take effect immediately from and after its passage.

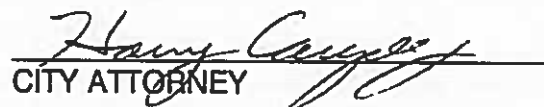
ADOPTED THIS 23 day of January, A.D. 1992.

ATTEST:


CITY SECRETARY


MAYOR

APPROVED:


CITY ATTORNEY

00014

ATTACHMENT "B"

Honorary Street Name Designation Policy

Purpose:

Because of their significance in the lives of the citizens of Abilene, it is appropriate to honor certain persons, places, and events. One highly visible and lasting means of conveying such honor is by naming a street for the person, place, or event. To minimize the adverse impact for residents and businesses on the street, an honorary street name designation should be used instead of a formal name change. This will allow the existing street name to remain as the official name. The purpose of this policy is to establish the criteria and procedure to be utilized for designating an honorary street name.

Criteria:

1. Each name proposed for an honorary designation shall be one which has had a significant impact in such areas as government, education, or medicine. The name shall also be one which represents contributions at the local, state, or national level. The application for the Honorary Street Name designation should specifically enumerate the accomplishments and significance of the proposed name.
2. There must be present a significant, broad-based community support of the proposed honorary designation. It is the responsibility of the sponsor(s) of the request to prove this support by means of letters of support and/or petitions.
3. At the time of application, the sponsor(s) must submit a petition indicating that at least 51% of the owners of all lots abutting the street favor the honorary street name designation.
4. The associated costs of a Honorary street Name Change or Designation are the responsibility of the sponsor(s).
5. Streets to be considered for an honorary designation should be numbered streets (i.e., North 3rd, South 10th) and should have a natural break at either end.
6. Honorary designation should be limited to individuals who are deceased, historic sites or occurrences.
7. Honorary street Name Designations shall comply with the Street Naming Policy (Resolution No. 85-1983) in order to avoid motorist confusion, facilitate emergency services, and to help ensure prompt delivery of goods and services.

Procedure:

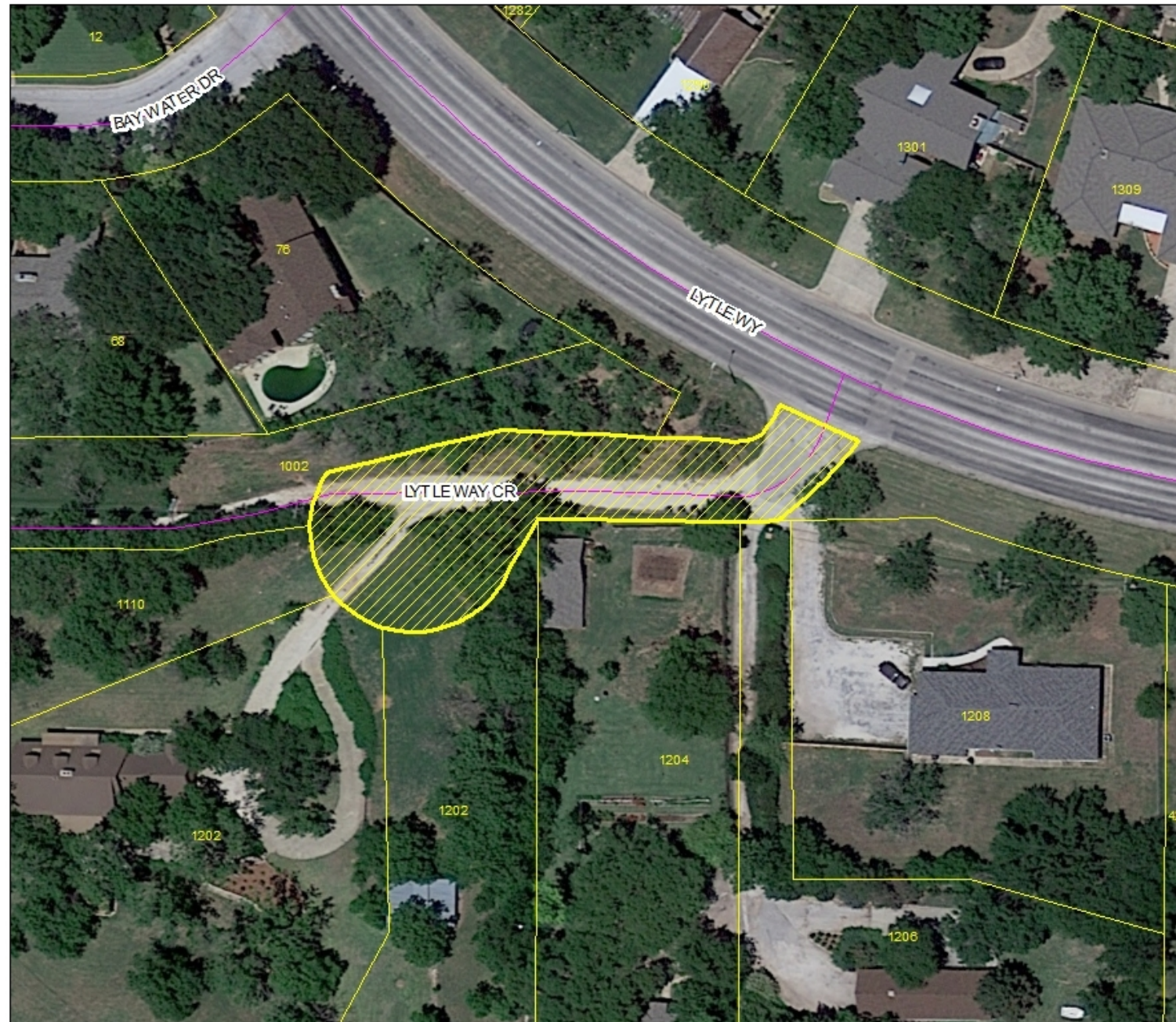
1. Application, petition, and fee is submitted to Current Planning staff no less than 21 days prior to the date of the Planning and Zoning Commission meeting at which the request is to be heard. Prior to the application deadline date, the proponent should consult with staff so that the fee may be determined. At that time the proponent may choose to request signs at all intersections or at major intersections only. The Planning Department will provide the applicant with an itemized break-down of the associated costs of the request. If the request is not approved, the fee will be refunded, less the administrative portion of the fee.
2. All requests and other subdivision-related proposals are submitted to Plat Review Committee members 2-3 days following application submittal.
3. Notice of the Plat Review Committee meeting is posted 4-5 days prior to the meeting. The notice contains the agenda, which itself contains honorary street name designation requests.
4. Notice of the request is published in the newspaper 15 days prior to the date of City Council final action on the resolution approving the honorary street name designation.
5. The Plat Review Committee reviews the request and makes a recommendation to the Planning and Zoning Commission.
6. The Planning and Zoning Commission holds a public hearing on the request. If denied and not appealed within ten (10) days, the issue cannot be submitted for at least one year. If approved or denied and appealed, the request goes to City Council in the form of a resolution at the next scheduled City Council meeting which meets public notice requirements.
7. The City Council considers the resolution with one reading in a public hearing.

Case:	SNC-2020-01
Applicant:	Lytle Lake Water Control Improvement District
Agent:	Dennis O’Connell
Request:	Honorary Street Name Change: Add the honorary street name “Larry & Mary Gill’s Way” to Lytle Way Circle, extending west from Lytle Way in southeast central Abilene, Taylor County, Texas.
Notification:	0 in favor, 0 opposed
Planning & Zoning:	October 6, 2020
City Council Hearing:	October 22, 2020 November 5, 2020

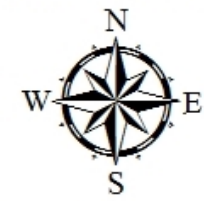
Abilene's honorary street name designation policy also enumerates certain criteria for any such honorary designation. These include the following:

- *Each name proposed for honorary designation shall be one which has had a significant impact in such areas as government, education or medicine. The name shall also be one which represents contributions at the local, state or national level.*
- *There must be present a significant, broad-based community support of the proposed honorary designation. (51% of abutting lot owners in favor)*
- *Streets to be considered for honorary designation should be numbered streets (e.g., North 3rd or South 10th) and should have a natural break at either end.*
- *Honorary designation should be limited to individuals who are deceased, historic sites or occurrences.*

SNC-2020-01 AERIAL MAP



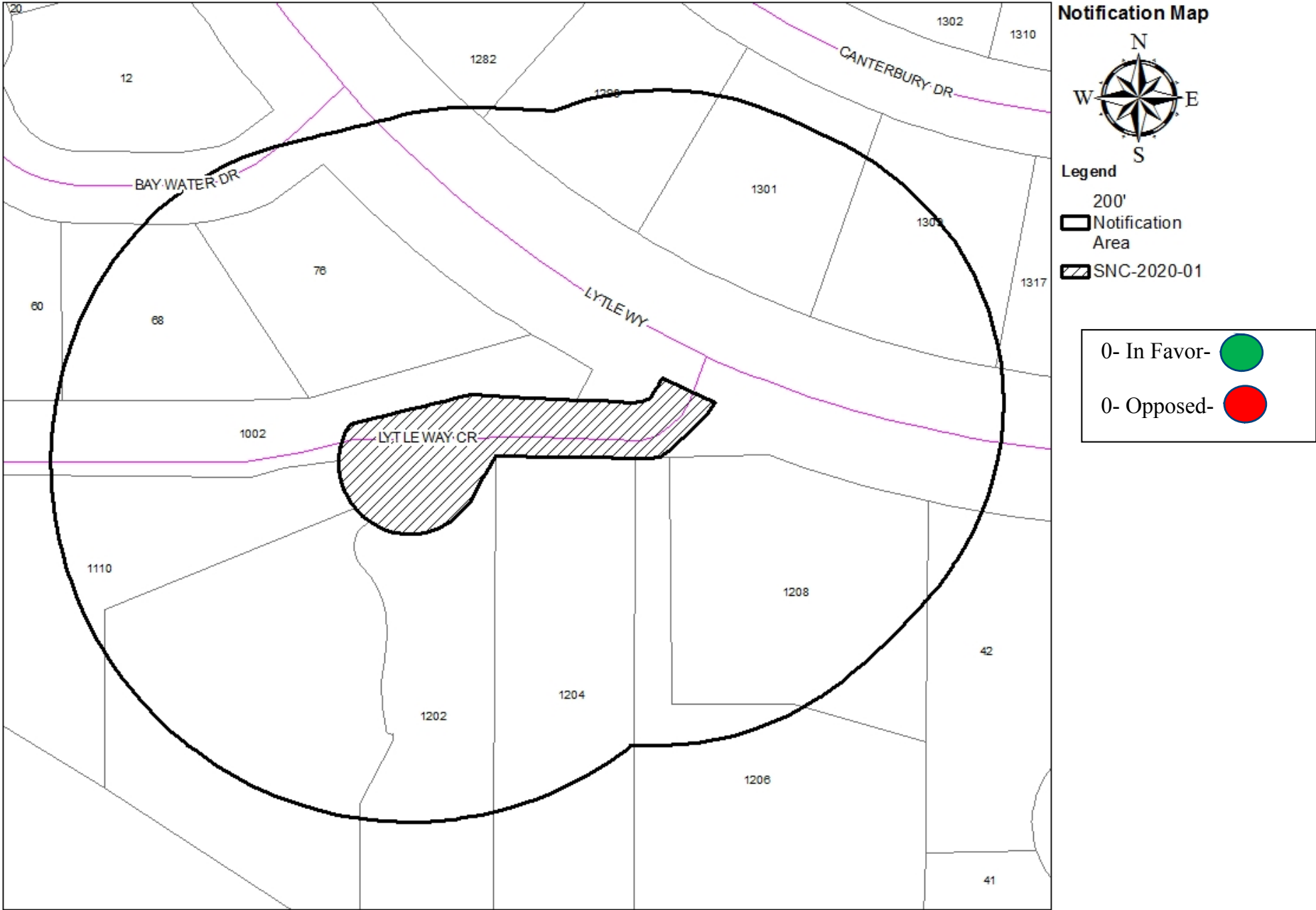
Location Map

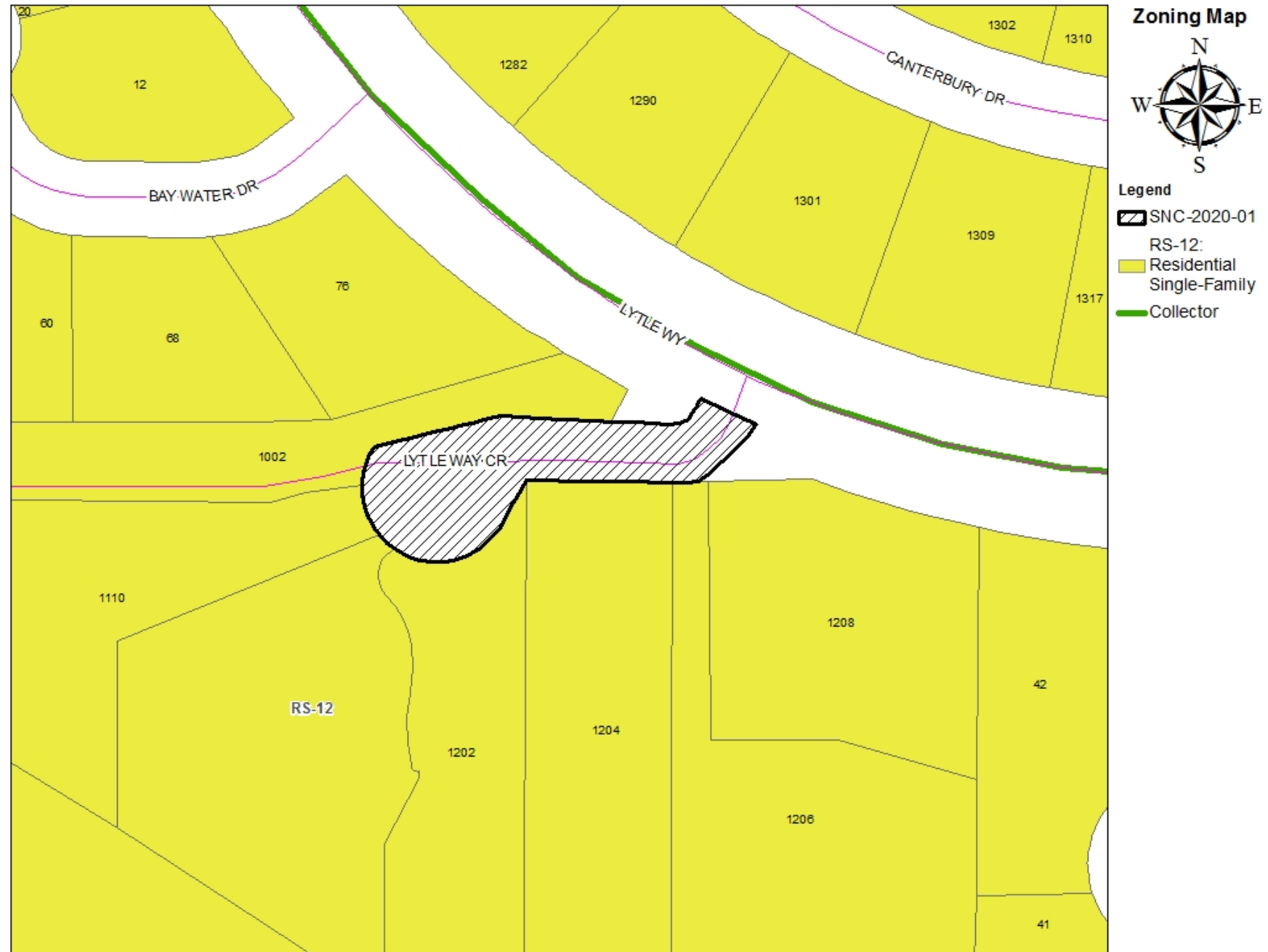


Legend

 SNC-2020-01

SNC-2020-01 NOTIFICATION MAP







- DRC Recommendation: Approval
 - No opposition to proposed honorary street name designation of Larry & Mary Gill's Way added to Lytle Way Circle.
- Proposed honorary designation to Lytle Way Circle does not comply with some above-stated criteria, specifically:
 - Proposed designation is not of a deceased individual, historic site or historic occurrence. However, these criteria are expressed in a policy statement of City Council and not in any actual ordinance or statute. Commission members may thereby view these criteria as “advisory” and not “mandatory.”
- Staff Recommendation: Approval

Questions?