

PLANNING & ZONING COMMISSION MEETING

JUNE 2, 2025

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 5:30 P.M. this 2nd day of June 2025.

2) Quorum Check:

Commission Present: Chairman Teresa Johnson, Vice Chairman John Westbrook and Commissioners: Loni Jones, Niki Foster, and Yvonne Williams.

City Staff Present: City Manager Brad Hunt and City Secretary Holly Owens.

Others: Matt McGowen with Trafalgar Homes

3) Invocation: Board Member Westbrook and Pledge of Allegiance; Led by Board Member 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 **April 7, 2025**.

John Westbrook motioned to approve the minutes dated April 7, 2025, seconded by Loni Jones. The motion passed unanimously, 5-0-0. (C Ament and W Ament absent)

5) Discussion and possible action regarding the preliminary plat for a portion of 911 Old Pidcoke Road.

Yvonne Williams expressed concern about the traffic impact and the drainage for the area. Ms. Owens explained that the traffic generated from an apartment complex would be minimal and would travel to FM 116 to go north or south. There is a pond located to the northeast to assist with runoff. However, if approved before any construction takes place a traffic study and drainage plan will be required.

Matt McGowen with Trafalgar Homes came forward to discuss the development.

John Westbrook motioned to recommend approval for the preliminary plat for a portion of 911 Old Pidcoke Road, seconded by Niki Foster. The motion passed unanimously 5-0-0. (C Ament and W Ament absent)

6) Discussion and possible action regarding a zoning change for a portion of 911 Old Pidcoke Road.

Loni Jones motioned to recommend approval for a zoning change for a portion of 911 Old Pidcock Road, seconded by Yvonne Williams. The motion passed unanimously 5-0-0. (C Ament and W Ament absent)

7) Adjourn Meeting.

The meeting was **adjourned at 5:57 p.m.**

Teressa Johnson, Chairman



Date _____

Agenda Item _____

PLANNING & ZONING COMMISSION MEMORANDUM

To: Chairman and Commission

From: Holly Owens, City Secretary/Development Services Director

Agenda Item: Discussion and possible action regarding a variance request located on Barnes Street.

Information:

Jaime Martinez, property owner, is requesting a variance to the lot sizes and setbacks for the construction of single-family homes. Current regulations require 8,000 square foot lots with a 25-ft. front setback. The applicant is planning to divide the lot into 2 lots, 7,000 sq. ft. each with a 20-ft. front setback.

The property is zoned Residential 2-4 family, and the current zoning ordinance allows for pyramid zoning. Pyramid zoning is a hierarchical system where a zone district includes all uses from the most restrictive zone above it, plus additional, less restrictive uses. On top of the pyramid (most restrictive) is single-family residential which only allows single-family residential use. Residential 2-4 Family zoning allows for duplexes, tri-plex, and quad-plex along with single-family uses.

The lot size that is being requested is consistent with the area and the applicant plans to build two single-family homes 1,621 sq. ft. and 1,449 sq. ft.

Property Information:

Property ID: 112760

Property Address: Barnes Street (proposing 1606 and 1608 Barnes Street if approved)

Legal Address: Hartwell & Chambers Addn; Block 1, Lot 5

Acres: .344 (14,984.64 sq. ft.)

The property is currently one lot, and the applicant plans to divide the lot into two lots if the variance is approved. The lot division will be done in-house without the need to go to the Commission or Council because there are less than four lots.

Financial Impact:

There is no financial impact.

Staff Recommendation:

Staff recommends approving the variance request and forwarding the request to Council. If approval is recommended, this case will be heard by Council on November 18th.

Date _____

Agenda Item _____

Motion:

Motion to recommend approval to City Council for the requested variance to allow for two 7,000 square foot lots and a reduced front setback of 20 feet for the property located on Barnes Street in the Hartwell & Chambers Addn; Block 1, Lot 5.

Attachments:

- Application
- CAD map



803 E Main St., Gatesville, TX 76528 254-865-8951

PLANNING APPLICATION

Please check the box below to indicate the type of application you are requesting:

- | | |
|--|--|
| ☐ Preliminary Plat (\$250+\$5/lot) | ☐ Zoning Change (\$250) |
| ☒ Final Plat (\$250+\$5/lot) | ☐ Abandonment (\$250) |
| ☒ Replat (\$250) | ☐ Special Use Permit (\$250) |
| ☐ Minor Plat (\$250) | ☐ Annexation (\$250) |
| ☐ Amending Plat (\$250) | ☒ Variance (\$250) |

Contact Information

Applicant (or Primary Contact)

Name: Jaime Martinez

Company: _____

Address: 1306 Pleasant St

City, State, Zip: Gatesville TX 76528

Phone: 254-211-1062

Email: mtzremodeling10@yahoo.com

Owner (if different from Applicant)

Name: _____

Company: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Project Information

Project Name: _____

Project Address: Barnes St

Parcel(s) Tax ID (long or short)#: 204866 PID 112760 1606 / 1608 Barnes St

Legal Description

2! Block: Hartwell & Chambers add Lot: 5 Abstract: _____

Addition: _____ Survey: _____ Total Acreage: .344

Existing Zoning: R2-4 Family 087080000 Proposed Zoning: 14,984-64

Reason for Request: Sub-divide lot. Residential house less than

8,000 sqft lot. Set back from street 20 feet instead of 25 feet.

OK to pull lot Current Setback for R2-4

Attach the following:

_____ A plat, map, sketch or drawing indicating metes and bounds description for all unplatted property and all Zoning cases.

_____ A notarized letter from the property owner authorizing a representative to present the request, if the property owner will not be present.

I attest that the above information is true and accurate to the best of my knowledge and that I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission and/or City Council hearing thereon. I understand that if any of the above Information is found to be wrong or inaccurate, my application may be removed from consideration prior to the time the application is voted upon by the Planning and Zoning Commission and/or City Council.

I understand that in the event the undersigned is not present at the public hearing the Planning & Zoning Commission and/or City Council shall have the power to dismiss the proposal either at the call of the case or after the hearing and such dismissal shall constitute a denial by the Planning & Zoning Commission and/or City Council.

I reserve the right to withdraw this proposal. However, written withdrawal filed at any time after the giving of notice of the Planning & Zoning Commission and/or City Council hearing shall constitute a denial by the Planning & Zoning Commission and/or City Council.

Attesting to inaccurate or false information on this application can result in conviction of a misdemeanor and a fine not to exceed \$2,000.00.

Signature:

I CERTIFY THAT I AM THE LEGAL OWNER OF THE ABOVE REFERENCED PROPERTY, OR THE AUTHORIZED AGENT, AND THAT TO THE BEST OF MY KNOWLEDGE THIS IS A TRUE DESCRIPTION OF THE PROPERTY UPON WHICH I HAVE REQUESTED THE ABOVE CHECKED ITEM. I UNDERSTAND THAT I AM FULLY RESPONSIBLE FOR THE ACCURACY OF THE LEGAL DESCRIPTION GIVEN.

Signature: _____ Date: 10/2/25

I waive the statutory review period time limits in accordance with Section 212.009 of the Texas Local Government Code (For Plat Applications Only).

Signature: _____ Date: 10/2/25

Variance
OFFICE USE ONLY

DATE APPLICATION FEE PAID: 250.00

DATE COURT FILING FEE PAID: _____

CHECK #: _____ CASH REC'D: _____

CHECK #: _____ CASH REC'D: _____

*November 3, 2025
P2C meeting*

ch results for 112...

ADDN

111149

111150

111151

Barnes St

Barnes St

Barnes St

N 18th St

25.0'

93.4' 48.1'

189.3'

520.1'

10.25.0'

House B

0.0ac

168.2'

77.0'

35.0'

18.1'

House A

0.0ac

179.9'

52110.2'

36.6'

HARTWELL CHAMBERS

112759

112757

N 18th St

Mill St

Mill St

Mill St

112758



Community Ma

