



City of Highland Haven
510 Highland Drive, Suite A
Highland Haven TX 78654-8269
Phone: 830-265-4366 Fax: 512-366-9721

AGENDA – PLANNING & ZONING COMMISSION MEETING

DATE: March 25, 2024

TIME: 3:00 PM

PLACE: Highland Haven City Hall

1. Open meeting and Roll Call to Establish Quorum

Marvin Filla	☐ Present	☐ Absent
Linda Enderlin	☐ Present	☐ Absent
Connie Smith	☐ Present	☐ Absent
Jackie Garrow	☐ Present	☐ Absent
Debbie Dahlstrom	☐ Present	☐ Absent

2. Pledge of Allegiance

3. Recognize visitors.

4. Public Comment

(At this time, any person with business before the P&Z Commission not scheduled on the agenda may speak to the Commission. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

ACTION ITEMS

- 5. Public Hearing -** Replat Lot #'s 467 & 468, 355 Highland Dr. combining two lots into a single lot 468A.

Discussion with Possible Action – Replat Lot #'s 467 & 468, 355 Highland Dr. combining two lots into a single lot 468A.

INFORMATION ITEMS

6. P&Z Commission Member Comments.
7. Next Regular Meeting date April 11, 2024.
8. Items to be considered for the next agenda must be received by the Chair on or before 12 noon CDT, April 1, 2024.
9. Adjournment.

Agenda Posted on March 21, 2024.

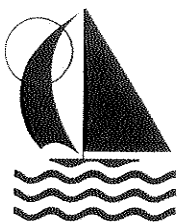
CERTIFICATION OF POSTING

I, LEZLEY BAUM, CERTIFY THAT THE FOREGOING AGENDA HAS BEEN POSTED AT HIGHLAND HAVEN CITY HALL, 510 HIGHLAND DRIVE, SUITE A; HIGHLAND HAVEN, TX, ON THE INDOOR AND OUTDOOR NOTICE BOARDS OF CITY HALL, WHICH ARE CONVENIENTLY ACCESSIBLE TO THE PUBLIC AT ALL TIMES, AND THE CITY WEBSITE AT WWW.HIGHLANDHAVENTX.COM ON THE 21ST DAY OF MARCH 2024, AND REMAINED SO POSTED FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.



Lezley Baum

 Lezley Baum, City Secretary



CITY OF HIGHLAND HAVEN
 510-A Highland Drive
 Highland Haven, Texas 78654-8269
 Phone: 830-265-4366 Fax: 512-366-9721

RE-PLAT APPLICATION REQUEST FORM

Property Owner(s) Name: SCOTT HUSTON
 Billing Address 355 HIGHLAND DR.
 City, State, Zip HIGHLAND HAVEN, TX 78654
 Phone # 830-798-6073 Email Address: SHUSTON1611@GMAIL.COM

If certification is to be signed in alternate name or agent other than property owner provide name & explanation.
 Also, complete Certification on next page.

Property Location: Lot# (s) 467, 468 HH Street Address: 355 HIGHLAND DR.

Describe Purpose for Re-plat: OUTBUILDING ON ADJ. LOT
 (Attach additional sheets if necessary)

Anticipated use of Property: RESIDENTIAL

Name of Surveyor / Engineer to be used: CUPLIN ASSOC.

Address: 1500 OLLIE LN
MARBLE FALLS, TX 78654

Phone # 830-693-8015

Date Preliminary Survey Received: _____ Date LCRA Approval Received: 12/15/23

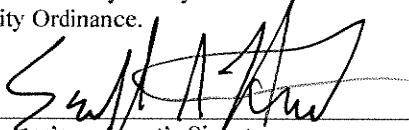
Re-plat Fee: _____ Date: _____ Ck #: _____

OWNER RESPONSIBLE FOR ALL COSTS TO INCLUDES PUBLIC NOTICE, FILING FEES, POSTAGE

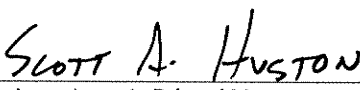
1. Lots proposed for re-platting must be zoned for Single Family Residence (SFR).
2. Lot may be combined with all or part of an adjacent lot(s) or tract(s) of land so long as all lots are zoned SFR.
3. Texas licensed surveyor must prepare the replat survey documents.
4. SFR zoned lots must be compliant with subdivision regulations in place on time of re-platting:
 - a. Must meet all setback requirements and retain all easements of record.
 - b. Can be no smaller than the minimum size to meet LCRA approval.

CERTIFICATION

I certify that I am the owner or agent of the described property for purposes of this application. I respectfully request the processing and approval of the referenced plat and agree to comply all necessary information concerning this request. I also understand that any substantial modifications or additions to this submittal could mean the requirement of a revised plat. I hereby certify that I have been informed and understand the requirements regarding this process as specified by City Ordinance.



Owner's or Agent's Signature



Owner's or Agent's Printed Name

I also hereby authorize the Applicant, Agent and/or Engineer indicated on this application to act on my behalf during the process and presentation of this request. They are to be the principal contact with the City in processing this application.

Owner's Signature

Owner's Printed Name

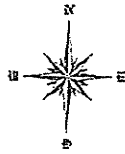
Applicant's Signature

Applicant's Printed Name

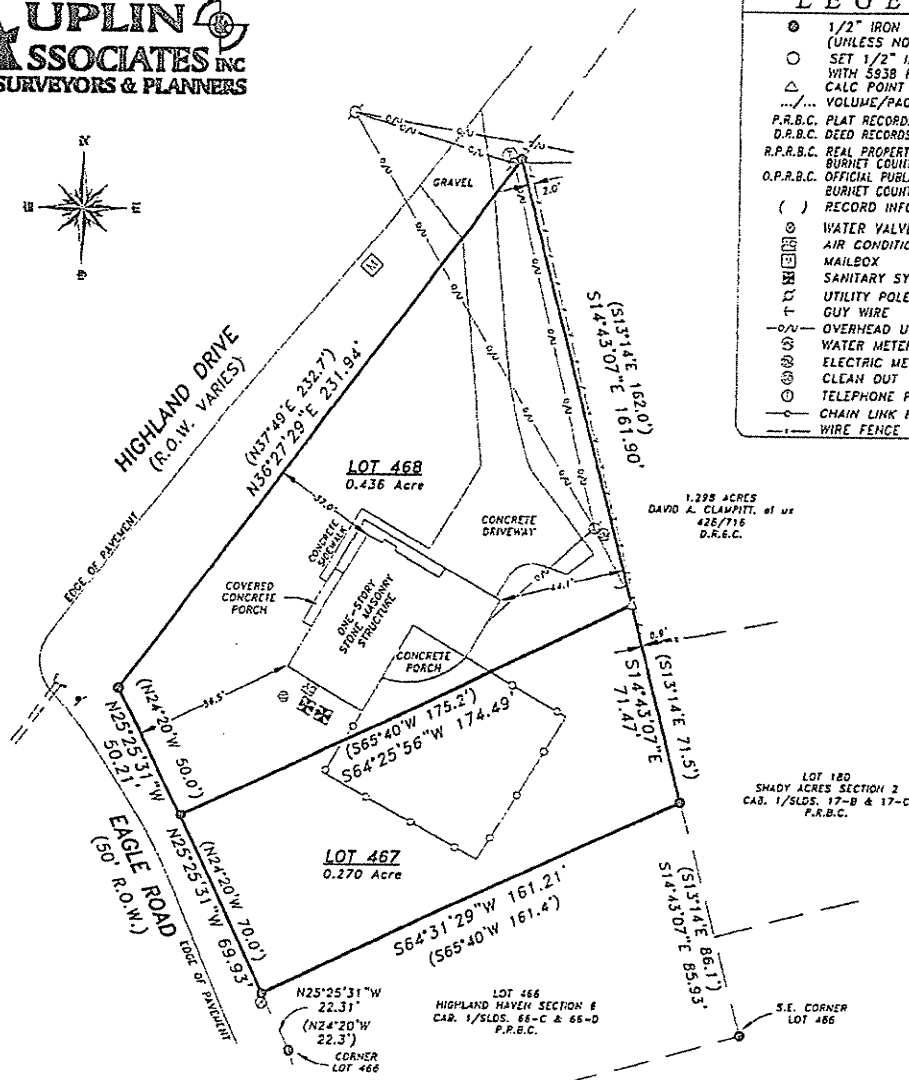
Agent/Engineer's Signature

Agent/Engineer's Printed Name

CUPLIN ASSOCIATES INC.
LAND SURVEYORS & PLANNERS



LEGEND	
●	1/2" IRON PIN FOUND (UNLESS NOTED)
○	SET 1/2" IRON PIN WITH 5938 PROPERTY CAP
△	CALC POINT
...	VOLUME/PAGE
P.R.B.C.	PLAT RECORDS BURNET CO.
D.R.B.C.	DEED RECORDS BURNET CO.
R.P.R.B.C.	REAL PROPERTY RECORDS BURNET COUNTY
O.P.R.B.C.	OFFICIAL PUBLIC RECORDS BURNET COUNTY
()	RECORD INFO/SUBJECT
○	WATER VALVE
○	AIR CONDITIONER
○	MAILBOX
○	SANITARY SYSTEM
○	UTILITY POLE
○	GUY WIRE
○	OVERHEAD UTILITY
○	WATER METER
○	ELECTRIC METER
○	CLEAN OUT
○	TELEPHONE PEDESTAL
○	CHAIN LINK FENCE
—	WIRE FENCE



NOTES:

- 1) SUBJECT PROPERTY IS LOCATED WITHIN ZONE X (AREAS OUTSIDE THE 100 YR FLOOD) AS GRAPHICALLY IDENTIFIED ON FEMA F.I.R.M., MAP NO. 48033C0560F, EFFECTIVE 03/15/2012.
- 2) BASIS OF BEARINGS ARE TO THE TEXAS COORDINATE SYSTEM, CENTRAL ZONE.

LAND TITLE SURVEY

LOCAL ADDRESS: 355 HIGHLAND DRIVE, HIGHLAND HAVEN, TEXAS.

LEGAL DESCRIPTION: LOT 467 AND LOT 468, HIGHLAND HAVEN SECTION 6 SUBDIVISION, A SUBDIVISION LOCATED IN THE CITY OF HIGHLAND HAVEN, BURNET COUNTY, TEXAS, AS SHOWN ON PLAT RECORDED IN CABINET 1, SLIDE NO. 66-C AND 66-D, (ALSO VOLUME 2, PAGE 72) OF THE PLAT RECORDS OF BURNET COUNTY, TEXAS.

TITLE COMMITMENT PREPARED BY: HIGHLAND LAKES TITLE

G.F. NO.: 2013040684B-HB EFFECTIVE DATE: MARCH 11, 2013 ISSUED: APRIL 3, 2013

SCHEDULE "B" ITEMS PER THE ABOVE REFERENCED TITLE COMMITMENT THAT PERTAIN TO EASEMENTS AND SETBACK RESTRICTIONS ARE LISTED AND SUBJECT TO THE FOLLOWING:

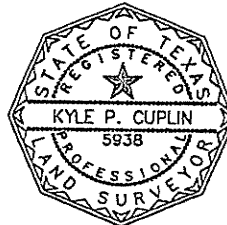
RECORDED PLAT: CAB. 1/ SLDS. 66-C & 66-D (ALSO 2/72) - P.R.B.C.

3' UTILITY EASEMENT GRANTED TO PEDERNALES ELECTRIC COOPERATIVE, INC., 135/310 - D.R.B.C.

THIS PROPERTY IS SUBJECT TO ZONING AND SUBDIVISION ORDINANCES OF THE CITY OF HIGHLAND HAVEN, BURNET COUNTY, TEXAS.

I HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED ON THE GROUND AND WAS SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THIS PROFESSIONAL SERVICE MEETS OR EXCEEDS THE CURRENT MINIMUM STANDARDS OF PRACTICE AS ESTABLISHED BY THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING.

K.P. Cuclin DATED 5/06/13
KYLE P. CUPLIN, R.P.L.S. NO. 5938



PROJ. NO. 13205
PREPARED FOR: JAMES L. MCCONACK & JO ANN MCCONACK
TECH: E. MILLER
APPROVED: K. CUPLIN
FIELDWORK PERFORMED ON: 04/23/2013
COPYRIGHT 2013

1932 WEST RR 1431
PO BOX 1095
KINGSLAND, TX. 78639
PH. 325-388-3300 FAX 325-388-3320
WWW.CUPLINASSOCIATES.COM

SCALE 1" = 50'
0 25 50

	2	
	1	
DATE	NO.	DESCRIPTION
REVISIONS		

THE PLAT RECORDED IN DOCUMENT NO. 3023095-03, BURNETT COUNTY, TEXAS, DOES HEREBY DEDICATE THE ATTACHED REVEAL AS SHOWN HEREON AND DOES HEREBY ADOPT IT TO BE KNOWN AS "LOT 465A, BURNETT HAYENS, SECTION 8".

SPRINT HUSTON - OWNER

WITNESSES NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION HEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, 2024.

STATE OF TEXAS;
COUNTY OF DALLAS;
CITY OF HOUSTON;
CITY OF HOUSTON HAYEN;
THIS SUBDIVISION PLAN HAS BEEN CONSIDERED AND APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF HOUSTON HAYEN, TEXAS AT ITS MEETING ON
THE _____ DAY OF _____, 2024.

CITY OF HIGHLAND HAVER, TEXAS

THIS SUBDIVISION PLAN WAS BEEN SUBMITTED TO THE CITY OF MIDLAND HAVEN, TEXAS, AT ITS MEETING ON _____ DAY OF _____, 2024, AND IS ONLY CONSIDERED AND FOUND TO COMPLY WITH THE LAWS AND STATUTES OF THE STATE OF TEXAS AND THE ORDINANCES OF THE CITY OF MIDLAND HAVEN, TEXAS.

CITY OF NICHILAND HAVEN, TEXAS

LEZLEY BAUM, CITY SECRETARY
CITY OF HIGHLAND HAVEN, TEXAS

S. K. COOK, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT OF "LOT 4654, HIGHLAND HAVEN, SECTION 6" WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION, AND THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION TO THE BEST OF MY BELIEFS AND KNOWLEDGE.

WITNESS MY HAND AND SEAL THIS DAY OF 2024

K.C. LUST, R.P.L.S. NO. 5273

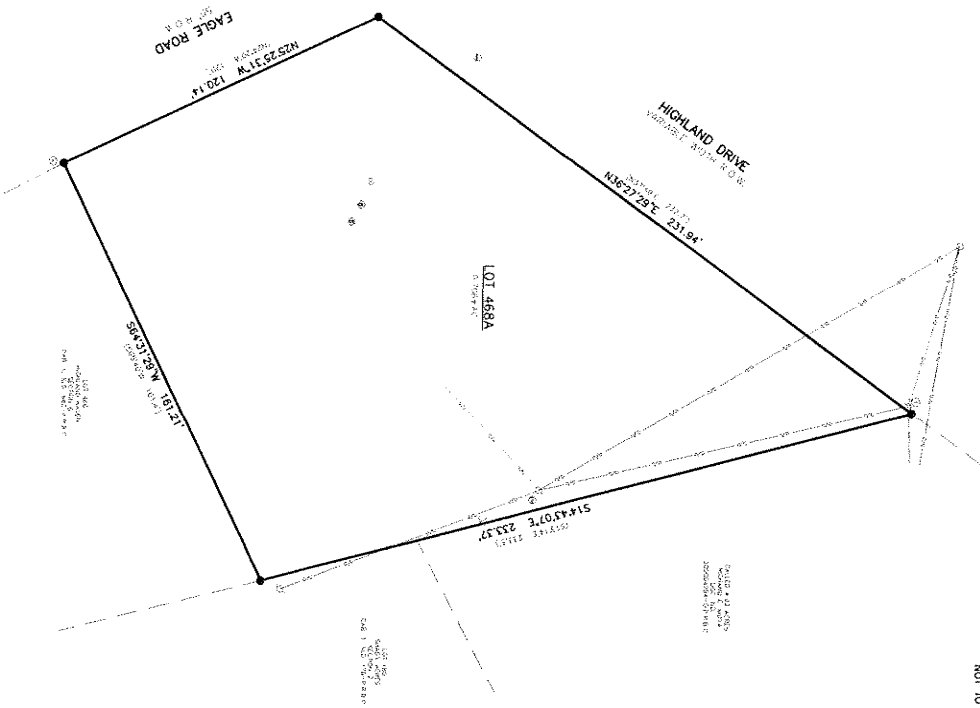
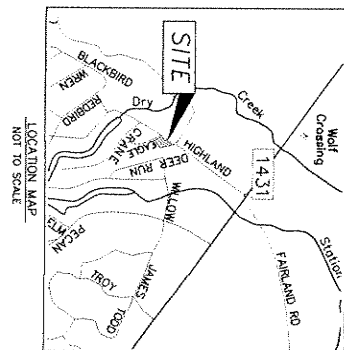
PRELIMINARY - ADMINISTRATIVE REVIEW

FORWARD TO THE STATE OF TEXAS ADMINISTRATIVE CODE SECTION 183.204. THIS DOCUMENT IS "PRELIMINARY." THIS DOCUMENT SHALL NOT BE REPRODUCED, OR ANY PART THEREOF, FOR PUBLICATION OR DISTRIBUTION OUTSIDE THE AGENCY. THIS DOCUMENT AND SHALL NOT BE USED OR RELIED UPON AS A FINAL SUBMITTAL DOCUMENT.

[illegible]

FEB 27 2024

Received



A REPLAT OF LOT 467 AND 468, HIGHLAND HAVEN, SECTION 6, A BURNET COUNTY SUBDIVISION, ACCORDING TO THE PLAT RECORDED IN CABINET 1, SLIDE 66C, PLAT RECORDS OF BURNET COUNTY, TEXAS, TO BE KNOWN AS,

PROJ. NO. 2416 PREPARED FOR SCAT NUSTON TITLE, INC. APPROVED BY: K. C. JUST DATE: 01/27/2024 PREPARED BY: J. D. WILSON CHECKED BY: J. D. WILSON DATE: 01/27/2024	
1200 OILFIELD AVE MARSHFIELD, KS 66504 PH: 785.338.7000 FAX: 785.338.7001 WWW.CORPMANASSRINTES.COM	
SCALE 1" = 30' 0 15 30 FEET DATE: _____ NO. _____	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479

Continuation of Schedule B

G.F. No. 2013040684B-HB

9. The Exceptions from Coverage and Express Insurance in Schedule B of the Texas Short Form Residential Mortgagee Policy (T-2R). (Applies to Texas Short Form Residential Mortgagee Policy (T-2R) only. Separate exceptions 1 through 8 of this Schedule B do not apply to the Texas Short Form Residential Mortgagee Policy (T-2R).
10. The following matters and all terms of the documents creating or offering evidence of the matters (We must insert matters or delete this exception.):
- a. Floodage and inundation easement granted to Lower Colorado River Authority, recorded in Volume 107, Page 165, Deed Records of Burnet County, Texas.
 - b. **Three foot (3') utility easement granted to Pedernales Electric Cooperative, Inc., set out in Volume 135, Page 310, Deed Records of Burnet County, Texas.**
 - c. Release of restrictions and assessments in Agreed Final Declaratory Judgment recorded in Volume 749, Page 184, and Volume 773, Page 830, Official Public Records of Burnet County, Texas.
 - d. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the land. (NOTE: UPON RECEIPT OF A SURVEY ACCEPTABLE TO COMPANY, THIS EXCEPTION WILL BE DELETED. COMPANY RESERVES THE RIGHT TO ADD ADDITIONAL EXCEPTIONS PER IT'S EXAMINATION OF SAID SURVEY.
 - e. All leases, grants, exceptions or reservations of coal, lignite, oil, gas and other minerals, together with all rights, privileges, and immunities relating thereto, appearing in the Public Records whether listed in Schedule B or not. There may be leases, grants, exceptions or reservations of mineral interest that are not listed.
 - f. Visible and apparent easements on or across insured property, evidence of which does not appear of record.
 - g. Rights of parties in possession.

SURVEY.



Lower Colorado River Authority

Post Office Box 220 Austin, Texas 78767 • (512) 473-3200 • Fax (512) 473-4066

APPROVAL FOR CONTINUED USE

Permit #: 18220

Location: 355 Highland Dr, Marble Falls, TX 78654Subdivision: Highland Haven Block: Lot: 467 & 468Owner: HUSTON, SCOTTMailing Address: 355 HIGHLAND DRIVE
HIGHLAND HAVEN TX 78654

The onsite sewage facility (OSSF) on the above property has been approved for continued use.

Acceptance of this approval to operate the system constitutes an agreement to abide by the terms and conditions specified in the most current version of the LCRA and TCEQ regulations for OSSFs. See LCRA Rules, Section 10.08 for automatic termination of permit to operate.

The LCRA's OSSF program is designed to protect the water quality of the Highland Lakes. Your commitment to meeting the requirements of this approval is appreciated by everyone who uses and enjoys the Highland Lakes and the Colorado River. Thank you for your assistance in keeping the water clean.

Should you have questions regarding system operation and maintenance, please call me at 1-800-776-5272, extension 3216. You can find frequently asked questions as well as other important information regarding OSSFs on our website at www.lcra.org/ossf.

Thank you again for your concern about water quality. Remember that any time you see or suspect a problem about water quality; please call 1-800-776-5272, extension 6843.

Kay Young DR 7242

Kay Young, D.R. OS0007242

Official

12/15/2023

Date

12/15/2023 8:29:48 AM



CITY OF HIGHLAND HAVEN
510 Highland Drive; Suite A
Highland Haven, Texas 78654-8269
Phone: 830-265-4366 Fax: 512-366-9721

March 8, 2024

Dear Property Owner,

The owner of Lots 467 & 468, 355 Highland Dr in Highland Haven, have requested a replat. The property owner is requesting to combine Lots 467 & 468, 355 Highland Dr into a single lot known as lot # 468A.

You, as a property owner within 200 feet of the property for which the replat has been requested, are being notified per Texas Local Government Code 212, and per standard city procedure. The replat request will be discussed at a public hearing by the Planning & Zoning Commission on March 25, 2024, at 3 pm at the Highland Haven City Hall, 510-A Highland Dr, Highland Haven Tx. A public hearing will also be conducted on March 27, 2024, at 3 pm at the Highland Haven City Hall, 510-A Highland Dr, Highland Haven Tx. at the Board of Aldermen meeting to hear any public comments and action related to this request.

You are invited to attend these meetings and to provide public comment as you see fit. Any formal comments regarding this replat request must be submitted in writing to City Hall prior to the close of the public hearings.

A handwritten signature in blue ink, appearing to read 'Olan Kelley', is positioned above the printed name of the Mayor.

Olan Kelley, Mayor
City of Highland Haven