



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 REGULAR MEETING

DATE: August 14, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open meeting and Roll Call to Establish Quorum

Jackie Garrow	Chair	☐ Present	☐ Absent
Lorinda Peters	Vice Chair	☐ Present	☐ Absent
Linda Ray	Secretary	☐ Present	☐ Absent
Connie Smith	Member	☐ Present	☐ Absent
John Novak	Member	☐ Present	☐ Absent

2. Pledge of Allegiance

3. Recognize visitors.

4. Presentations/Proclamations – 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. Consider Minutes from June 30, 2025 Public Hearing
6. Consider Minutes from July 10, 2025 Regular P&Z Meeting
7. Consider Minutes from July 29, 2025 Special P&Z Meeting
8. Public Hearing – Commercial Zoning Ordinance
9. Discussion/Possible Action – Recommendation to Board of Aldermen Regarding Commercial Zoning Ordinance
10. Consider/Possible Action: Finalize Town Hall #1 Recommendation to Board of Aldermen
 - a. Review Flyer
 - b. Finalize Agenda for Discussion
 - c. Confirm Time and Date
 - i. Date: September 25, 2025
 - ii. Start Time & End Time

DISCUSSION ITEMS.

11. Availability to attend September 2, 2025 Board of Aldermen Meeting
12. Topics for Town Hall #2
 - a. Infrastructure (John Novak & Lorinda Peters)
 - i. Review Draft of Flyer
 - b. Services (John Novak & Lorinda Peters)
 - i. Review Draft of Flyer

INFORMATION ITEMS

13. P&Z Commission Member Comments.
14. Next Special Meeting: Public Hearing on Replat on Monday, August 25, 2025 at 1:00 PM (City Hall)

15. Next Regular Meeting: September 11, 2025 at 6:00 PM (Community Center)
16. Items to be considered for the next agenda must be received by the Chair on or before September 3, 2025.
17. Adjournment.

Agenda posted on August 8, 2025

CERTIFICATION OF POSTING

I, SARAH COLLARD, 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](http://WWW.HIGHLANDHAVENTX.COM) ON THE 8th DAY OF AUGUST, 2025, AND REMAINED SO POSTED FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.

Sarah Collard
Sarah Collard, City Secretary





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MINUTES – PLANNING & ZONING COMMISSION MEETING

DATE: June 30, 2025

TIME: 2:30 PM

PLACE: Highland Haven City Hall

1. Open meeting and Roll Call to Establish Quorum – **Lorinda Peters called the meeting to order at 2:43 PM with a quorum present.**

Jackie Garrow, Chair	✓Present	☐ Absent - RECUSED
Lorinda Peters, Vice Chair	✓Present	☐ Absent
Linda Ray, Secretary	☐ Present	✓Absent
Connie Smith	✓Present	☐ Absent
John Novak	✓Present	☐ Absent

2. Pledge of Allegiance – **The pledge was led by Lorinda Peters.**
3. Recognize visitors. – **There were no 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.)
There were no public comments.

ACTION ITEMS

5. Public Hearing – Variance request to §4.02.010(i) of the Highland Haven Code of Ordinances to allow a water well to be drilled on Lot 412-B, Section 5, 203 Redbird Street

Discussion with Possible Action – Variance request to §4.02.010(i) of the Highland Haven Code of Ordinances to allow a water well to be drilled on Lot 412-B, Section 5, 203 Redbird Street

Connie Smith made a motion to approve the variance as requested by Jackie Garrow, seconded by John Novak.

Vote: 1-2 (Against)

John Novak: No

Lorinda Peters: No

Connie Smith: Yes

INFORMATION ITEMS

6. P&Z Commission Member Comments.
7. Next Regular Meeting date July 10, 2025.
8. Items to be considered for the next agenda must be received by the Chair on or before 12 noon CDT, July 3, 2025.

**A motion to adjourn was made by Connie Smith, seconded by John Novak.
Vote: 3-0**

9. Adjournment.

The meeting was adjourned at 3:36 PM.

Lorinda Peters
Lorinda Peters, Vice Chair

Sarah Collard
Sarah Collard, City Secretary





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MINUTES – PLANNING & ZONING COMMISSION MEETING

DATE: July 10, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open meeting and Roll Call to Establish Quorum

Connie Smith	Member	✓Present	☐ Absent
Jackie Garrow	Chair	✓Present	☐ Absent
Lorinda Peters	Vice Chair	✓Present	☐ Absent
John Novak	Member	✓Present	☐ Absent
Linda Ray	Secretary	✓Present	☐ Absent

2. Pledge of Allegiance – **Led by Jackie Garrow**

3. Recognize visitors. **There were no visitors present.**

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.)

There were no public comments.

ACTION ITEMS

5. Consider Minutes from May 8, 2025, P&Z Meeting.

Motion to accept the minutes from the May 8, 2025 meeting was made by Linda Ray, seconded by Connie Smith.

Vote 5-0

6. Consider Minutes from June 12, 2025 P&Z Meeting.

Motion to accept the minutes from the June 12, 2025 meeting was made by Lorinda Peters, seconded by Linda Ray.

Vote 5-0

7. Consider Minutes from June 23, 2025 P&Z Workshop.

Motion to accept the minutes from the June 23, 2025 workshop was made by Linda Ray, seconded by Connie Smith.

Vote 5-0

8. Consider Recommendation to BOA for Town Hall Meeting schedule (Jackie)

Motion to present dates of September 25, 2025, October 23, 2025, November 20, 2025, and January 22, 2026 for Town Hall Meetings was made by Lorinda Peters, seconded by Linda Ray.

Vote 5-0

DISCUSSION ITEMS.

9. Discussion – Commercial Zoning Process Update (Andy – 5 minutes)

10. Discussion – Comprehensive Plan

a. Town Hall Meeting Topics

(i.) Community Vision and Values (Jackie – 15 minutes)

(ii.) Community Involvement and Communication (Jackie – 15 minutes)

(iii.) Environmental and Natural Resources (Connie – 15 minutes)

- b. Town Hall Format (Jackie – 10 minutes)
 - i. Length of time: 45, 60, or 90 minutes
 - ii. 1-page handout (2-sided)
 - a. One side is a graphic showing areas of responsibility: City, POA, P&Z, Ladies Club
 - b. One side with bullet points of subject areas being covered (key discussion points)
- 11. Discussion - Legislative Issues (Andy - 10 minutes)
- 12. Discussion – Budget (Andy – 10 minutes)

INFORMATION ITEMS

- 13. P&Z Commission Member Comments.
- 14. Next Special Meeting: July 29, 2025 at 6:00 PM, location TBD.
- 15. Next Regular Meeting: August 14, 2025 at 6:00 PM.
- 16. Items to be considered for the next regular agenda must be received by the Chair on or before August 6, 2025.
- 17. Adjournment.

**Motion to adjourn made by Lorinda Peters, seconded by Connie Smith.
Vote 5-0**

Meeting adjourned at 8:05 PM.

Jackie Garrow, Chair

Joseph Adams, City Administrator





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MINUTES – PLANNING & ZONING COMMISSION SPECIAL MEETING

DATE: July 29, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open meeting and Roll Call to Establish Quorum – Jackie Garrow called the meeting to order at 6:00 PM.

Jackie Garrow	Chair	✓Present	☐ Absent
Lorinda Peters	Vice Chair	✓Present	☐ Absent
Linda Ray	Secretary	✓Present	☐ Absent
Connie Smith	Member	✓Present	☐ Absent
John Novak	Member	✓Present	☐ Absent

2. Pledge of Allegiance – Jackie Garrow led the Pledge of Allegiance.
3. Recognize visitors – Visitors present were Mary Chase and Terry Chase.
4. Presentations/Proclamations – Roberts Rules Refresher (Andy Adams)
5. 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.)

There were no public comments.

ACTION ITEMS

6. Consider/Possible Action: Town Hall Documents, Format, and Schedule
 - a. Summary of Documents
 - b. Meeting Facilitator
 - c. Outline of Discussion/Agenda (handouts)
 - d. Calendar Schedule

Linda Ray made a motion to accept the documents with edits, Andy Adams to serve as Meeting Facilitator, following the compressed outline of agenda, and using the single combined handout for the Town Hall Meeting on 9/25/25. Connie Smith Seconded the motion.

Vote: 5-0

DISCUSSION ITEMS.

7. Discussion – Growth and Development (Linda Ray)
8. Discussion – Housing (Linda Ray)

INFORMATION ITEMS

9. P&Z Commission Member Comments.
10. Next Regular Meeting: August 14, 2025 at 6:00 PM.
11. Items to be considered for the next agenda must be received by the Chair on or before August 6, 2025.

Motion to adjourn made by Lorinda Peters, seconded by Connie Smith
Vote: 5-0

12. Adjournment.

The meeting was adjourned at 7:23 PM.

Jackie Garrow, Chair

Sarah Collard, City Secretary



**CITY OF HIGHLAND HAVEN
ORDINANCE #137**

COMMERCIAL ZONING

**AN ORDINANCE OF THE CITY OF HIGHLAND HAVEN, TEXAS, AMENDING
CHAPTER 9 PLANNING AND DEVELOPMENT REGULATIONS SECTION
9.02.003 ZONING DISTRICTS, DISTRICT C; AND PROVIDING FOR THE
FOLLOWING; FINDING OF FACT, SAVINGS, SEVERABILITY, AND
REPEALER. EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.**

Whereas, the Board of Aldermen of the City of Highland Haven, Texas, (City) has determined that quality of life and aesthetics are important issues and concerns affecting the City and seeks to provide for the safe and orderly development of land within the City; and

Whereas, in the course of adopting the regulations established by this Ordinance, the Board of Aldermen has given careful consideration to the unique qualities of the City, including the community's history, geography, natural resources, existing structures, property values, surrounding communities, public facilities and infrastructure; and with a view of conserving property values and encouraging the most appropriate use of land in the City; and

Whereas, the regulations established by this Ordinance are a furtherance of the public interest, for the good government, peace, order, trade, and commerce of the City; and

Whereas, the Board of Aldermen considers the present ordinance necessary to reconcile and bring consistency to certain aspects of the Commercial Zoning ordinance for the proper governance, health, and safety of the City; and

Whereas, the Planning and Zoning Commission has considered the contents of this ordinance and held a public hearing on August 14, 2025, at which time all persons interested in the proposed amendments to the City's zoning ordinance had an opportunity to be heard; and

Whereas, the Board of Aldermen held a public hearing on August 19, 2025, at which time all persons interested in the proposed amendments to the City's zoning ordinance had an opportunity to be heard.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF
THE CITY OF HIGHLAND HAVEN, TEXAS:**

SECTION I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the Board of Aldermen and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION II. AMENDMENT

Chapter 9 Planning and Development Regulations, Section 9.02.003(a) Zoning Districts is hereby amended as follows:

District A	Agricultural
District B	Planned Unit Development (PUD)
Sub-Category	Institutional properties
Sub-Category	Mixed Use properties
District C	Commercial
Sub-Category	Office (O)
Sub-Category	General Business (GB)
Sub-Category	Light Industrial (LI)
Sub-Category	Governmental, Utility, and Institutional District (GUI)
District R1	Single Family Residential 1 (SFR1)
District R2	Single Family Residential 2 (SFR2)

Chapter 9 Planning and Development Regulations, Section 9.02.003(b) is hereby amended as follows:

(b) District R1: Single Family Residential 1 (SFR1)

Chapter 9 Planning and Development Regulations, Section 9.02.003(d) is hereby amended as follows:

(d) District A: Agricultural.

Chapter 9 Planning and Development Regulations, Section 9.02.003(e) is hereby amended as follows:

(e) District R2: Single Family Residential 2 (SFR2).

Chapter 9 Planning and Development Regulations, Section 9.02.003(f) Zoning District C is hereby amended as follows:

DISTRICT: COMMERCIAL

1. AREA (legal description of area requested for rezoning as provided by Requestor)

2. **PURPOSE:** The purpose of the general commercial district is to set aside defined land areas within the city, commensurate with anticipated demand, for commercial uses that serve the surrounding community with retail goods and services, in locations where transportation access can be maximized, while creating an environment to enhance the public image of the city, encourage economic investment, and provide attractive gateways into the city.

No area, building, or structure may be used, constructed, or altered except for those permitted by the City.

Regulation of commercial district development is intended to support the rural and recreational quality of life enjoyed by residents and property owners of the City by promoting business uses typical of a small Texas Hill Country Community.

Property Owners may, by variance request to the City, request business use of a property zoned other than commercial. Requests will be considered on a case-by-case basis.

3. **USE REGULATIONS:**
(See Chart 5)

A. GENERAL CONDITIONS AND LIMITATIONS

1. That the use is not objectionable, as defined by a positive vote of the Board of Aldermen, due to traffic, odor, excessive light pollution, smoke, dust, noise, vibration or similar nuisance and that such odors, smoke, dust noise or vibration be generally contained within the property, except that which is caused by customer and employee vehicles.
2. No building shall be erected, and no existing building shall be moved, structurally altered, added to or enlarged, nor shall any land, building or premises be used or designated for use for any purpose or in any manner other than provided for hereinafter in the zoning district in which the land or premises is located; provided, however, that necessary structural repairs may be made where health and safety are endangered.

B. CONDITIONAL USES:

Non-conforming or conditional uses are permitted in only two distinct instances.

1. Property owners may receive approval of conditional use by a positive vote of the Board of Aldermen.
2. Property owners who are actively using property for unapproved conditional purposes on May 6, 2025, may continue to use that property for that purpose, under the following conditions:
 - a. There will be no future expansion of such facilities or uses;
 - b. If existing facilities are expanded or remodeled, such conditional use becomes subject to the full force of this ordinance, including but not limited to the requirement that conditional use is granted only by positive vote of the Board of Aldermen;

- c. Sale of said property will not convey conditional use approval to subsequent property owners. Conditional use of said property by a new owner will be subject to the full force of this ordinance, including but not limited to, requirement that conditional use is granted by a positive vote of the Board of Aldermen.

4. SITE DEVELOPMENT REQUIREMENTS

- A. PURPOSE: The purpose of this section is to provide control over the commercial areas of the City so that they will complement existing activities, structures, and neighborhoods, and conform to future plans of the City's growth.
- B. REVIEW: An applicant for a building permit for new construction or remodeling on any property zoned Commercial must submit to the City for review a description of the activity to be conducted, the location, building plans, site plans with drawings, dimensions, and specifications.
- C. SITE PLAN SUBMISSION: A site plan shall be accurately and legibly drawn to scale with dimensions, and shall show the following items, as may be applicable for review of the proposed improvements:
 - 1. Points of reference to accurately locate the site;
 - 2. The boundary of the existing property;
 - 3. Existing and/or proposed buildings;
 - 4. Proposed occupancy;
 - 5. Parking layout and drives;
 - 6. Means of ingress and egress;
 - 7. Loading areas;
 - 8. Fire lanes;
 - 9. Areas to be landscaped;
 - 10. Screening/Fencing;
 - 11. Public and private sidewalks;
 - 12. Refuse facilities with screening;
 - 13. Adjoining streets and alleys, including curbs, medians, and storm drains;
 - 14. Drainage, electric, telephone, gas, cable television, and other utility easements;
 - 15. Zoning;
 - 16. Size of buildings;
 - 17. Computations of building areas for each occupancy, site area, and parking ratio;
 - 18. Existing or proposed water and sanitary sewer lines and estimated water requirements;
 - 19. Sign locations;
 - 20. Other such information as considered essential by the Planning & Zoning Commission or the City.
- D. SITE DEVELOPMENT REGULATIONS:
 - 1. Paved Sidewalks, driveways, and parking areas are required.

2. Screening of loading and storage facilities is required.
 3. A portable or temporary building of less than 500 square feet shall be allowed only when incidental to the construction of a permanent structure and shall be removed when the permanent structure is completed.
 4. See Charts 1 – 4.
- E. APPROVAL: Approval will be given based on appropriately conforming to the specific activity at the specific location with regard to existing activities, structures, neighborhoods, and to the plans of the City.
- F. ELEMENTS OF SITE PLAN APPROVAL:
The following will be used as guidelines in determining the acceptability of submitted designs:
1. Drainage, driveways, sewage and water utilities, and traffic flow plans must be approved by all governing County and State entities before final approval of the site plan will be granted by the Board of Aldermen.
 2. All plans submitted must comply with the building codes in effect for the City at the time said plans are submitted (refer to Chapter 4.02.002).
 3. Surface area of any building façade must be a material approved for use by a national model code published within the last three code cycles that applies to the construction, renovation, maintenance, or other alteration of the building. Wood must be properly painted, stained, protected, sealed, or otherwise treated appropriately for the type of wood material used.
 4. Masonry buildings must use brick, stone, stucco, and similar materials. If concrete or cinderblock is used, it must be either textured and painted or coated with stucco or a similar material.
 5. Minimum landscaped open space must be provided as follows:
 - a. Office uses: fifteen percent of lot area;
 - b. Commercial uses: ten percent of lot area;
 - c. Industrial uses: five percent of lot area.

Said area must be landscaped with grass, trees, shrubs, flowers, native vegetation, or drought-resistant plants.
 6. Material used on the framing or exterior of any structure must be material approved for use by a national model code published within the last three code cycles that applies to the construction, renovation, maintenance, or other alteration of the building. Antique, reclaimed, or recycled material may be used on interior surfaces at the property owner's discretion.
 7. All heating and air conditioning equipment shall be screened from the view of any public street.
 8. Rear yards shall be required, only in the instance where the property abuts, along its rear lot line, property zoned and used for residential purposes, in which case a ten-foot rear yard shall be provided between Office/General Business and Residential uses, and not less than a twenty-foot rear yard between Light Industrial and Residential uses. No yard or other open space provided to comply with the provisions of this Subchapter shall be considered providing a yard or open space for a building on any other lot.

9. Outside storage and trash receptacles shall be enclosed from view by the general public by a solid fence constructed of masonry or wood; the fence shall be a minimum of six feet tall. Where an industrial use property abuts a Residential use, a solid fence must be a minimum of eight feet in height (over eight feet in height must be approved by the City through the Development Process) and shall be provided along the entire common boundary. No outside storage or trash receptacle shall be higher than the height of screening. All screening shall be maintained in a safe and sightly condition at all times. All General Commercial or Industrial District trash dumpsters shall be serviced from the owner's property.
- G. REJECTION: If the review results in a rejection of the plans, the City will send a letter of rejection to the applicant within five business days after rejection is given stating the specific reasons for the rejection. The applicant may modify the plans accordingly and resubmit the new plans to the City at any time after this notice is received.
- H. APPEALS: Any person may appeal the City's decision (rejection) to the Board of Aldermen. The decision rendered by the Board of Aldermen is final.
- I. SIGN REGULATIONS: Permitted commercial signs must be on the same lot as the business establishment to which they refer and comply with all setbacks for the relevant Zoning District.
 1. Temporary signs, movable marquees, and banners are prohibited, except for construction signs during development.
 2. Signs (advertising) must be on the same lot as the business establishments to which they refer and shall not be placed within any required yard nor within twenty-five (25) feet of any Residential District. Signs may be illuminated but must be stationary and non-flashing. All signs shall comply with all applicable provisions of this ordinance and any other applicable ordinance of the City.
- J. OFF-STREET LOADING REQUIREMENT:

Any business use that receives or distributes materials or merchandise by vehicle shall provide, when required by use district regulations, off-street loading spaces in accordance with the following requirements:

 1. Floor area shall mean the gross floor area of use.
 2. Fractional spaces shall be rounded to the next higher whole space.
 3. Whenever a building or use, existing on the date of the ordinance from which this chapter is derived, is enlarged, it shall then and thereafter comply with the off-street loading requirements.
 4. Off-street loading spaces shall be located on the same lot as the building or use served.
 5. A loading space shall contain a minimum of 420 square feet and shall be approximately 12 feet in width and 35 feet in length. All loading spaces, maneuvering aisles and driveways shall be paved.
 6. One loading space for each 5,000 square feet of floor area.

- K. **BINDING SITE PLAN:** Compliance by the applicant to the site plan submitted and approved will be determined by the City's designee. Should said designee determine that actual construction varies from the approved plans, the City's designee may issue a violation, the applicant may be subject to a fine, and a stop-work order may be issued until such variance is resolved.

5. **COMMERCIAL DISTRICTS**

A. Office District – District “O”

1. **PURPOSE:** Allows office development to a maximum of two stories for use in providing professional and other services. (See Chart 5)
2. **CONDITIONS AND LIMITATIONS:**
 - a. Does not allow hospitals or call centers.
 - b. Business hours 7am – 7pm.

B. General Business – District “GB”

1. **PURPOSE:** This district allows general retail and commercial uses in the following listed use areas:
 - a. Listing of types of businesses (See Chart 5)
 - b. Uses as determined by the Planning and Zoning Commission and the Board of Aldermen which are closely related and similar in nature and environmental impact to uses listed in Chart 5.
 - c. Any business not listed in Chart 5 shall apply for approval by the City.
2. **CONDITIONS AND LIMITATIONS:**
 - a. Accessory buildings shall be permitted only in the rear yard except when the lot on which the main building is located backs up to residential zones, but in no case may any accessory building occupy a public utility easement.
 - b. That the business be conducted wholly within an enclosed building, except for delivery, catering, gasoline sales, nurseries, and garden centers.
 - c. That required yards and outdoor areas not be used for display, sale, vehicles, equipment, containers, or waste material, save and except for screened dumpster collection areas.
 - d. That all merchandise be sold on the premises, except for delivery and catering.
 - e. Establishments located on property that is within 300' of any property zoned for residential use when commercial use is first established may not be open to the general public before 5:00 a.m. and must be closed to the general public by 10:00 p.m.
 - f. A variance request may be submitted to the City for deviations from conditions and limitations.

C. Light Industrial – District “LI”

1. **PURPOSE:** This district is designed to provide locations for outlets offering goods and services to a targeted segment of the general public as well as industrial users. The uses included primarily serve other commercial and industrial enterprises. No building or land shall be used, and no building hereafter shall be erected, maintained, or structurally

altered, except for one (1) or more of the uses hereinafter enumerated. Allows assembly, packaging, and manufacture of nonhazardous, non-volatile goods, materials, products, or equipment and the following listed uses: (See Chart 5)

a. Light Manufacturing

- i. Light manufacturing, fabrication, assembly, or processing of goods or materials, products, or equipment.
- ii. Repair, servicing, painting, packaging, or cleaning of goods, materials, products, or equipment.
- iii. Research, development, and testing activities.

2. CONDITIONS AND LIMITATIONS.

a. See Charts 1-4.

3. PERFORMANCE STANDARDS: Light Industrial Districts. All uses in the LI (Light Industrial) District shall conform in operation, location, and construction to the minimum performance standards herein specified for noise, odorous matter, toxic and noxious matter, glare, smoke, particulate matter, and other air contaminants, fire, explosive and hazardous matter, and vibration.

4. NOISE NUISANCES:

By authority of:

Texas Local Government Code, Title 7. Regulations of Land Use,
Structures, Businesses, and Related Activities,
Subtitle A. Municipal Regulatory Authority

The City may define, declare, and abate noise nuisances.

The City defines a noise nuisance for purposes of Commercial Zone LI as:

Unreasonably loud, disturbing, or unnecessary noise that causes material distress, discomfort, or injury to a reasonable person of ordinary sensitivity in the immediate vicinity thereof; and/or any noise of such character, intensity and continued duration that it substantially interferes with the comfort and enjoyment of private homes or with the normal operations of neighboring businesses, by reasonable persons of ordinary sensitivity.

D. Governmental, Utility, and Institutional District (“GUI”)

1. PURPOSE This district is intended to provide appropriate areas for uses that provide important community services often requiring large amounts of land. Uses permitted in the GUI district and other substantially similar uses generate a large amount of traffic. Land abutting a major street that can be used for access will be considered appropriate for GUI classification. (See Chart 5)

Chart 1							
<u>Zoning District</u>	<u>Front Setback</u>	<u>Side Setback</u>	<u>Street Side Yard Setback</u>	<u>Rear Setback</u>	<u>Min. Lot SF Area</u>	<u>Min. Lot Width</u>	<u>Height Limit</u>
<u>Q</u>	25 ft.	10 ft.	15 ft.	25 ft.	6,000	50 ft.	35 ft.
<u>GB</u>	25 ft.	10 ft.	15 ft.	15 ft.	6,000	50 ft.	45 ft.
<u>LI</u>	25 ft.	25 ft.	25 ft.	25 ft.	9,000	80 ft.	45 ft.
<u>GUI</u>	25 ft.	15 ft.	15 ft.	15 ft.	7,500	60 ft.	35 ft.

Chart 2		
<u>Zoning District</u>	<u>Maximum Lot Coverage Main Building(s)</u>	<u>Coverage Main Buildings and All Accessory Buildings</u>
<u>Q</u>	50%	60%
<u>GB</u>	60%	70%
<u>LI</u>	50%	60%
<u>GUI</u>	60%	70%

Chart 3			
<u>Zoning District</u>	<u>Building Area - Maximum Floor Area Ratio</u>		<u>Land Area</u>
<u>Q</u>	.8	To	1
<u>GB</u>	1.8	To	1
<u>LI</u>	1.5	To	1
<u>GUI</u>	1.5	To	1

Chart 4	
<u>Use</u>	<u>Minimum Number of Parking Spaces (1)</u>
Cafes, Restaurants, and Similar Use	1 space per 4 customer seats
Banks, Offices, Retail Establishments, Shopping Centers, and Similar Uses Catering to General Public	One space 250 square ft of gross floor area
Warehouse and Distribution Operations	One space per 1,000 square ft of gross floor area
Outdoor Storage	One space per 2,000 square ft

Chart 5				
<u>Business Type</u>	<u>O</u>	<u>GB</u>	<u>LI</u>	<u>GUI</u>
Antique shops		X		
Apparel shop		X		
Arts, craft, hobby shop (inside sales)		X		
Bakery, confectionary – retail and/or commercial sales		X		
Bank, credit union	X	X		
Barber shop, beauty shop		X		
Building materials, hardware (inside sales)		X		
Business services	X	X		
Cabinet, upholstery shop			X	
Cafes, cafeterias, restaurants		X		
Camera, photography	X	X		
Churches				X
Clinics without overnight services		X		
Community buildings				X
Convenience store		X		
Department, sporting goods, novelty, variety, toy stores		X		
Drapery, needlework, weaving shops		X		
Drugstore		X		
Electrical substations				X
Facilities for assembly of computer software products			X	
Florists, jewelry, optical goods stores		X		
Gas station		X		
Gym, fitness center		X		
Household/office furniture/furnishings stores		X		
Laundry/dry cleaning substation		X		
Municipal recreation facilities				X
Package liquor stores		X		
Parks, playgrounds				X
Public buildings				X
Public utility substations & distribution centers				X
Retail supplying common shopping needs of residents		X		
Schools-public and private				X
Shoe and leather repair		X		
Warehousing and distributing operations			X	
Wastewater treatment plants				X
Water supply - reservoirs, plants, water towers				X
Wholesale distributor			X	

SECTION III: SAVINGS/REPEALING CLAUSE. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION IV: SEVERABILITY. Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City of Highland Haven hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

SECTION V: PENALTY. Any person, firm, entity, or corporation who violates any provision of this Ordinance or the City's Zoning Ordinance, as they exist or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction, therefore, shall be punishable as provided in article 1.03. Each continuing day's violation shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the City from filing suit to enjoin the violation. The City of Highland Haven retains all legal rights and remedies available to it pursuant to local, state, and federal law.

SECTION VI: PUBLICATION AND EFFECTIVE DATE. This Ordinance shall become effective immediately upon its adoption and its publication as required by law.

SECTION 9. OPEN MEETING. That it is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required by law, and that public notice of the time, place, and purpose of said meeting was given, all as required by Article 551. 041, Texas Government Code.

PASSED, APPROVED AND ADOPTED by the Board of Aldermen of the City of Highland Haven, Texas, on this the 19th day of August, 2025.

Olan Kelley, Mayor

ATTEST:

Sarah Collard, City Secretary



COMPREHENSIVE PLAN TOWN HALL #1

**COMMUNITY
VISION & VALUES**

**COMMUNITY
INVOLVEMENT &
COMMUNICATION**

HOUSING

**GROWTH &
DEVELOPMENT**

QUESTIONS TO CONSIDER

- What do you like best about Highland Haven?
- Where do you see the community in 5 to 10 years?
- What would make you feel involved in city decisions or direction?
- What is the best way for the city to communicate with you?
- What are your feelings towards growth and development in the community?



CURRENT COMPREHENSIVE PLAN

Highland Haven's 2014 comprehensive plan emphasized a quiet, semi-rural retirement/recreational community with controlled growth and limited development.

VISION & VALUES	COMMUNICATION & INVOLVEMENT	HOUSING	GROWTH & DEVELOPMENT
Residents prioritized a peaceful atmosphere, Lake LBJ proximity, minimal traffic, low taxes, and opposition to short-term rentals, multi-family and manufactured housing. Strong resistance to commercial (75% disapproved) and multi-family (66% opposed) development.	Briefly and vaguely addressed, with no clear strategies for engagement or communication.	Single family residences only. No multi-family dwellings and no manufactured homes. Architectural standards defined by ordinances, and opposition to smaller square footage.	Focused on limited number of open areas within city limits. No commercial zoning ordinance. Districts A, D for Single Family Residences, District B for Mixed-Use and Industrial, District C for Agricultural, and District X vaguely for Commercial.

2025 SURVEY RESULTS

The 2025 survey shows continuity in priorities but highlights shifts and new challenges.

VISION & VALUES	COMMUNICATION & INVOLVEMENT	HOUSING	GROWTH & DEVELOPMENT
98% of respondents feel safe in the community 78% value the quiet residential atmosphere 71% value the proximity to Lake LBJ 57% see groundwater availability as a major challenge for the future 56% see maintaining infrastructure as a major challenge for the future - Comments support protecting the existing values and character of the city	87% of respondents prefer email communication for city updates 31% feel involved in city decision-making processes 40% feel neutral about their involvement in city decision-making processes 29% do not feel involved in city decision-making processes - Various opinions presented on how to improve communication - Confusion about roles and responsibilities of the City vs. the HHPOA	75% prioritize preserving the existing neighborhood character 76% say single-family residences are sufficient 14% approve of multi-family housing - Multiple comments opposing short-term rentals and accessory dwelling units (1 house per lot) - Legislative impacts on local control of housing (accessory dwelling units, short-term rentals and manufactured homes)	35% support commercial development along the highway at entrance to community 30% neutral on commercial development along the highway at entrance to community 35% oppose commercial development along the highway at entrance to community 48 comments on commercial development within city limits, ranging from support to opposition

QUESTIONS FOR FEEDBACK

Below are questions developed for each section designed to elicit more feedback from the community for these items in the Comprehensive Plan.

VISION & VALUES	COMMUNICATION & INVOLVEMENT	HOUSING	GROWTH & DEVELOPMENT
- What are your priorities for commercial development? - If state laws limit local control, what alternatives should the city explore? - Would you support higher taxes vs. other revenue sources for city priorities?	- How should we prioritize items for communication? Preferred format? - How can we clarify the roles of the City and HHPOA? - How can we encourage more participation?	- Is resistance to multi-family housing specific to type? - How should the city manage now state mandated allowance of manufactured homes? - What are your thoughts on short-term rentals?	- What types of commercial development are acceptable? - Should the city seek out commercial developers for property along the highway?



AGENDA – TOWN HALL #1 FOR COMPREHENSIVE PLAN

DATE: September 25, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open meeting and Introduce Planning and Zoning Commission and City Administrator
2. Administrative Items
 - a. Food
 - b. Restrooms
3. Purpose of Meeting
 - a. Comprehensive Plan
 - i. What it is
 - ii. Why it's needed
 - iii. What's the Process
 - b. Where are we now
 - c. What comes next
4. Basic Ground Rules of Town Hall Meeting
 - a. Open Forum
 - b. No or Limited Debate (all constructive feedback welcome)
 - c. Meeting will last no longer than 1.5 hours
 - d. What to expect:
 - i. Focus on shared interests from Survey Results
 - ii. Every has the chance to comment
 - iii. Feedback/comments to help direction of Comprehensive Plan
 - e. What not to expect:
 - i. Answers to all questions
 - ii. Refined projects or plans
 - iii. Immediate budgetary accommodations
5. Food
6. Overview
 - a. 2004 and 2014 Comprehensive Plan
 - b. Summary of Survey Results
 - c. Identify New Items or Changes to Current Plan
7. Topic One: Community Vision and Values
 - a. Handout
 - b. What does our current Comprehensive Plan say
 - c. What do our survey results say
 - d. Identify new items or changes
 - e. Discussion/Questions
8. Topic Two: Community Involvement and Communication
 - a. Handout
 - b. What does our current Comprehensive Plan say
 - c. What do our survey results say
 - d. Identify new items or changes
 - e. Discussion/Questions
9. Topic Three: Housing
 - a. Handout
 - b. What does our current Comprehensive Plan say
 - c. What do our survey results say
 - d. Identify new items or changes
 - e. Discussion/Questions
10. Topic Four: Growth and Development

11.
 - a. Handout
 - b. What does our current Comprehensive Plan say
 - c. What do our survey results say
 - d. Identify new items or changes
 - e. Discussion/Questions
12. Open Comments
13. Next meeting scheduled for Thursday October 23, 2025 at 6 p.m. at the Community Center
14. Close Meeting

Agenda posted on September 19, 2025

CERTIFICATION OF POSTING

I, SARAH COLLARD, 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](http://WWW.HIGHLANDHAVENTX.COM) ON THE 3rd DAY OF JULY, 2025, AND REMAINED SO POSTED FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.

Sarah Collard, City Secretary





COMPREHENSIVE PLAN TOWN HALL #2

INFRASTRUCTURE & SERVICES

QUESTIONS TO CONSIDER

- What has the city identified as Capital Projects for the Water System?
- How does the Groundwater District affect the Water System?
- How does the City currently maintain roads?
- What kind of roads would you like in the City?
- What is a Stormwater Management Program?



CURRENT COMPREHENSIVE PLAN

Highland Haven's 2014 comprehensive plan emphasized a quite, semi-rural retirement/recreational community with controlled growth and limited development.

WATER INFRASTRUCTURE	ROAD INFRASTRUCTURE	STORMWATER INFRASTRUCTURE	CITY SERVICES
The City purchased the water system in 2009 and operates it as a City Utility. A real plus for a City our size is to control it's own water supply. The City should look to own the property two of it's wells sit on. Water rates should accommodate depreciation.	Plans centered upon the entrance of Highland Haven, widening CR 125, and building a bridge to replace the low water crossing. Need to add an additional entrance/exit to City. Wanted to add flashing light to entrance of community.	Projects to manage stormwater runoff and improve drainage within the City were undertaken from 2007-2011. A large project was heavily funded by FEMA in 2009-2010 to address issues from the 2007 flood.	The City contracts with the Granite Shoals Volunteer Fire Department and Marble Falls Area Emergency Services to provide Fire and EMS response to residents. The City does not have it's own Police service.

2025 SURVEY RESULTS

The 2025 survey shows continuity in priorities but highlights shifts and new challenges.

WATER INFRASTRUCTURE	ROAD INFRASTRUCTURE	STORMWATER INFRASTRUCTURE	CITY SERVICES
- Groundwater availability was the highest ranked (58%) answer to biggest challenges facing the City - Water supply and availability was the highest ranked (72%) answer to important infrastructure improvements - Groundwater management was the highest ranked (76%) answer to environmental issues facing the City - Concern for conserving water vs. new development in City	82% cited roads as very important or somewhat important - Several comments about roads noted in survey, though not specific - Comments about increased traffic causing issues with roads - Currently we rely on interlocal agreement with county for majority of roadwork and repairs - Comments noted issues with corners and road edging	41% cited stormwater management as an environmental issue facing the City - Some older homes constructed in lower lying areas are subject to flooding from stormwater runoff - No comments made about stormwater runoff - City faced stormwater runoff issues in May of 2025, after the survey was completed	- Fire hydrants mentioned as a need in the community - Traffic control and law enforcement presence were mentioned in multiple comments - Emergency evacuation routes mentioned in comments

QUESTIONS FOR FEEDBACK

Below are questions developed for each section designed to elicit more feedback from the community for these items in the Comprehensive Plan.

WATER INFRASTRUCTURE	ROAD INFRASTRUCTURE	STORMWATER INFRASTRUCTURE	CITY SERVICES
- What is the purpose of the Water Investment Bond? - How do we balance conservation with development? - How do we address concerns of water access (lake/well water)?	- What is the expectation of community road maintenance/replacement? - Should roads be widened to provide extra parking? - How should road projects be communicated to residents?	- How do we create a stormwater management program? - How can the city manage stormwater runoff? - How can the city control stormwater runoff in new development areas?	- What steps must the city take in order to provide fire hydrants to the community? - How can the city ease concerns about traffic control and enforcement?

P & Z DISCUSSION
COMPREHENSIVE PLAN PROJECT
SURVEY RESULTS TOPICS:

Section 4: Infrastructure and Services

This section covers feedback on roads, water, drainage, emergency services, and other core functions. Residents shared both satisfaction and concerns, which can guide future planning and budget priorities.

Infrastructure and Services (*water, emergency services, and other core functions*)

1) Current Comprehensive Plan

Water Distribution System

The City purchased the water system in 2009 and operates it as a City Utility. A real plus for a city of this size is to now control its own water supply. There are four wells placed upon property, which the City now owns, and sites permanently leased from the Johnston's and HHPOA. Water rates should accommodate depreciation of the system.

...

Utility Revenues

Franchise fees paid to the city by PEC, NCTV, and Verizon generate this revenue. Also revenues from the Highland Haven Water System will cover the operating costs of the system with a nominal surplus, and retire the bonds used to purchase it (in approx 17 years). The HHWS was purchased in June 2009. After which the system will contribute to the operation of the city. The water rates charged by the HHWS should include an allowance for capital depreciation. The current water rates do not provide for depreciation.

...

Municipal Bonds

Although not a continuing source of revenue, we envision Highland Haven being able to make effective use of the municipal bond approach for improvements in the city. Bonds were used to purchase the Water System.

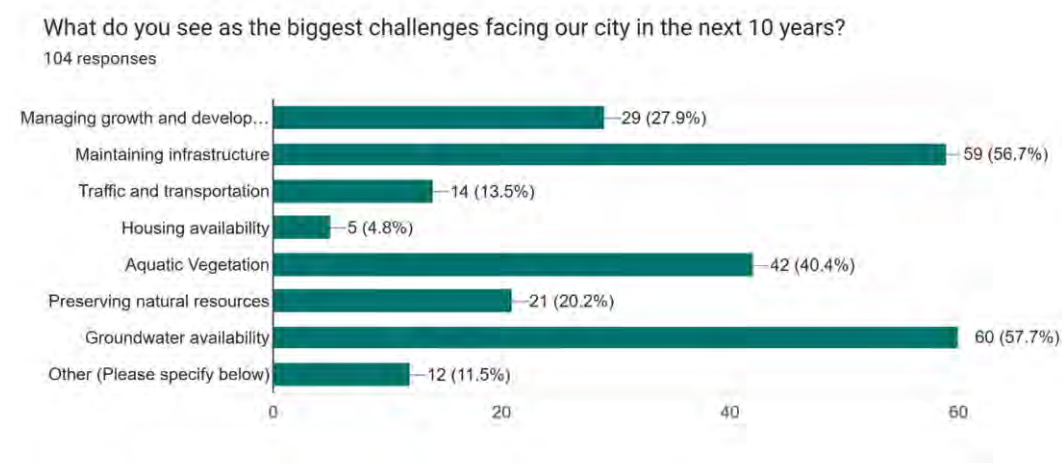
2) Recap of Current Survey Results

Key Themes of the Survey Results

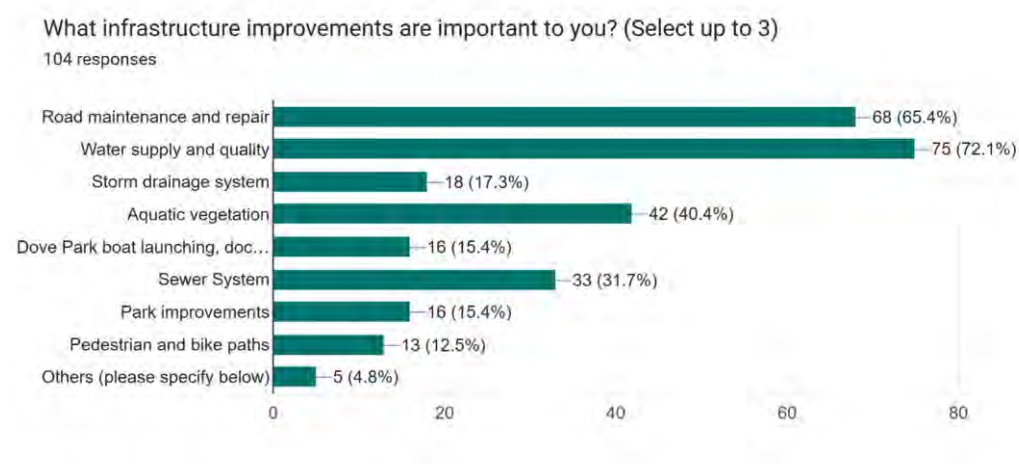
Water and Infrastructure Concerns – Water conservation, road conditions, and the potential for a sewer system were recurring concerns. Many residents expressed interest in improving infrastructure while balancing growth.

...

Groundwater availability was the highest ranked (58%) answer to Q3: “What do you see as the biggest challenges facing our city in the next 10 years?”

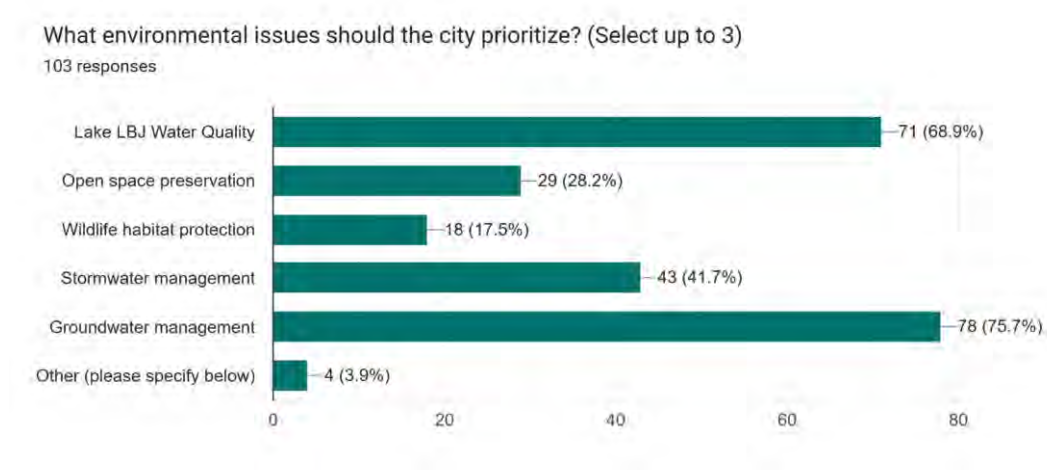


Water supply and availability were the highest ranked (72%) answer to Q8: “What infrastructure improvements are important to you?”



85% responded “very important” to Q12: “How important is it to protect natural resources in the community (e.g. Lake LBJ, Groundwater, Hazardous Waste, etc.)?”.

Groundwater management (76%) was the highest ranked answer to Q13: “What environmental issues should the city prioritize?”.



In general, the survey noted concerns regarding being asked to conserve water against new development during drought conditions. Comments from residents that can't pump irrigation water from the lake/channel or get a permit to drill a well.

Some mentioned that while the water quality was good, the hard water needs filters.

Fire hydrants were mentioned as a should have.

Many responses indicated they are not familiar with the Water Fund Capital Projects.

...

Public Safety & Emergency Preparedness – Issues such as traffic control, emergency evacuation routes, and law enforcement presence were frequently mentioned.

3) Proposed Questions & Discussion Items for Town Hall meetings

We should discuss the Water Investment Bond election to purchase land and water system upgrades.

How do we maintain a balance between groundwater conservation from existing residents and city growth through both residential and commercial new development?

How to address the concerns/comments regarding people that can't pump irrigation water from the lake/channel or get a permit for a well?

Communicate that currently, regardless of water source, the watering schedule requirements are the same:

From "City of Highland Haven Drought Contingency Plan":

The City of Highland Haven has adopted and follows the LCRA Domestic Water Use, Outdoor Watering Schedule which will apply to all forms of water sources including city water, private water wells, lake water and water harvesting systems.

We should prepare a summary of the Water Fund Capital Projects.

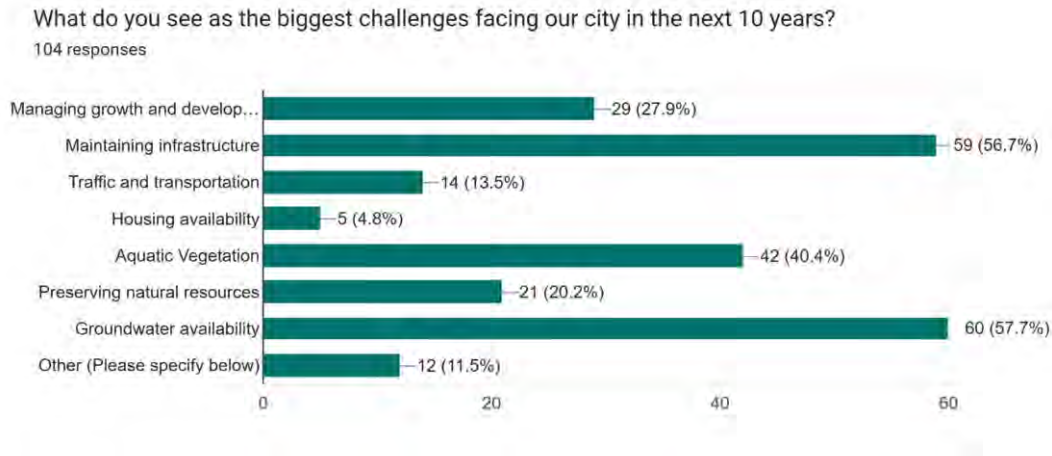
We should have communication ready for fire hydrant plans.

[Public Safety & Emergency Preparedness: Communication/refresh of evacuation route](#)

***** BACKUP INFORMATION FROM SURVEY *****

Q3:

*What do you see as the biggest challenges facing our city in the next 10 years?



We should have real fire hydrants from what I understand of the present situation it would take a while to get emergency water if needed.

- we are asked to conserve water, yet new houses are being built that consume water when we are in drought conditions. No new houses should be built until the water issue is resolved.

- Emergency alerts (tornado, fire, etc)

You won't allow us to drill a well. Even for irrigation purposes only. I also find it hilarious that yall making these ordinances live on the water and have a lake pump or already had a well.

Q5:

*Do you think the city needs more housing options?

water is the current issue except for the houses along the water ways that pull water illegally from the lake. Their lawns are always green

Q7:

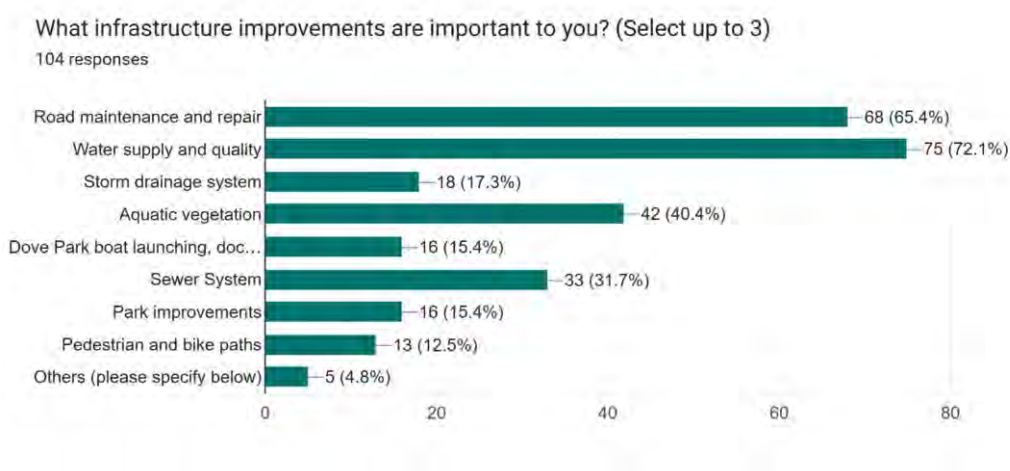
*How would you rate the condition of the city's infrastructure (roads, drinking water, parks, storage areas, etc.)?

- Water is good, although we use a water softener and filters.

- Water is great roads need a lot of work.
- Water is very good, roads fair, need sewer!
- The water quality is awful as well. It's extremely hard. For as much as y'all charge you would think the water could be filtered or treated at least some. If it is it's not doing much. I've had well water better than this. I'm running a 2 stage whole home filtration with sediment and charcoal and it barely helps.

Q8:

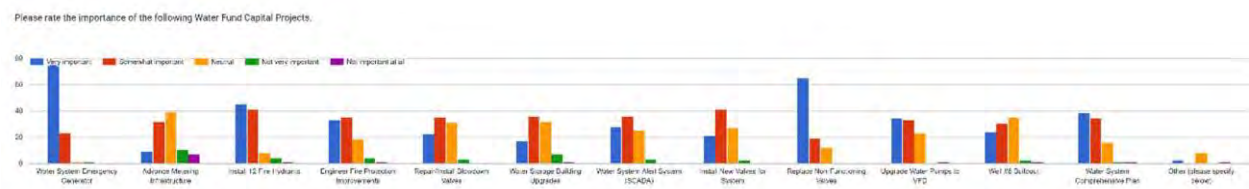
*What infrastructure improvements are important to you?



- Did the increase in water capacity get completed?

Q10:

*Please rate the importance of the following Water Fund Capital Projects.



Water Fund Capital Projects

Water Fund Capital Projects	Very Important	Somewhat Important	Neutral	Not Very Important	Not Important at all
Generator	75	23	1	1	0

AMI	9	32	39	10	7
Fire Hyd.	45	41	8	4	1
Eng. FPI	33	35	18	4	1
Blowdowns	22	35	31	3	0
Buildings	17	36	32	7	1
SCADA	28	36	25	3	0
New Valves	21	41	27	2	0
Repair Val.	65	19	12	0	0
VFD Pumps	34	33	23	0	1
Well #6	24	30	35	2	1
Comp. Plan	38	34	16	1	1
Other	2	0	8	0	1

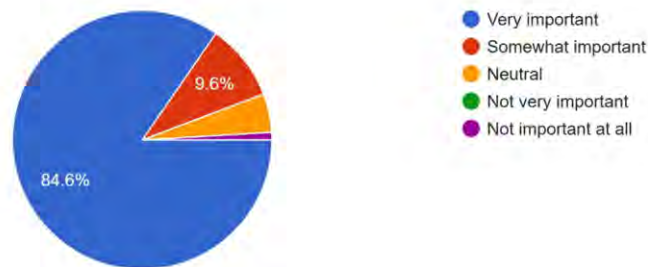
- I'm not on city water and would like to keep it that way. However, I do support the community have the best functioning capabilities for city water.
- Need more details on all topics here.
- We have an emergency generator for water system-why is that an item?
- Not sure what many of the questions mean.
- Need to understand and be aware of the expert opinion of the water managers to prioritize.
- I am not familiar with the specifics of these project so selected neutra.
- See 17 about generator. Need 2 "refill" hydrants for pumpers. What is "engineer fire protection improvements". Ditto on valves - repair existing valves seems obvious. Water storage not needed, just finished 2 tanks. Again, if valves are integral to system, would replace. Thought GSFD had their pumps. Don't need a comp plan, just template for maintenance upgrade. The questions posed to lay people who don't have full understanding of issue is counterproductive. Issue a synopsis.
- again, not familiar

Q12:

*How important is it to protect natural resources in the community (e.g. Lake LBJ, Groundwater, Hazardous Waste, etc.)?

How important is it to protect natural resources in the community (e.g. Lake LBJ, Groundwater, Hazardous Waste, etc.)?

104 responses

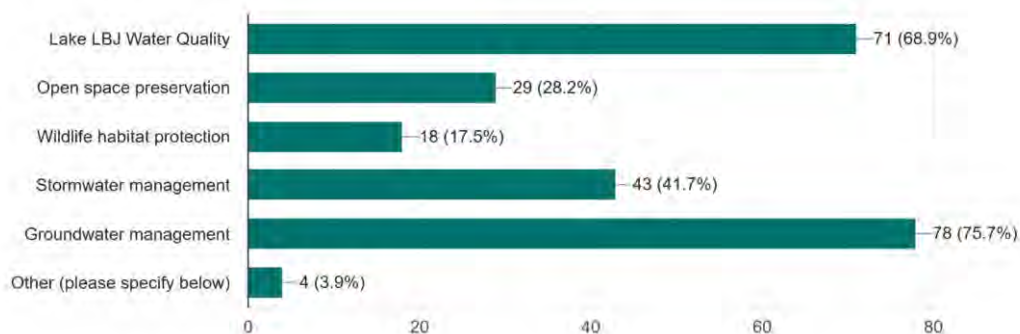


- Very dependent on cost/value. There are already many entities involved in this.
- Aquatic vegetation (milfoil, much, etc.) have reduced the amount of water activity. We've been in Highland Haven for 25+ years and have never seen it this bad.
- Tell the people living on the lake to quit pumping it out to water their grass year round while the rest of us have to pay astronomical water fees. Also their grass stays green even in drought conditions when the rest of us are only allowed to water once or maybe twice a week.
- Groundwater issues in TX are or will be the issue dominating quality of life matters. Of course, that is a state issue - TX has an antiquated process for groundwater conservation in face of most uncontrolled growth.

Q13: *What environmental issues should the city prioritize?

What environmental issues should the city prioritize? (Select up to 3)

103 responses



- no new houses should be built that stress our water system

Planning and Zoning Discussion for Comprehensive Plan Townhall Meetings

Section 4: Infrastructure and Services – Roads

2014 Comprehensive Property Development Plan for Thoroughfare Plan and Roads

A significant portion of the existing plan centered upon the entrance to Highland Haven, widening CR 125, building a bridge to replace the low water crossing; adding an alternate entrance/exit during emergencies and a schedule for systematic repair, resurfacing and maintenance of streets within the City. All of which were accomplished. One item not accomplished within the plan has subsequently been accomplished – the installation of a flashing light at the entrance to Highland Haven.

2024 Community Survey Results for the Comprehensive Plan

83 of 101 survey respondents cited roads are very important (48) or somewhat important (35). Several comments about roads were noted in the survey, while not very specific. There is a concern about increased activity, and several feel that roads are poor, need work, a facelift and widened. There was a mention that homeowners be required to maintain edge where their yard meets the asphalt thinking this will help with yards growing onto the asphalt and creating cracks.

The City further identifies issues such as short/sharp turn radius at corners which causes issues for larger vehicles. They often times cannot make a corner and end up crushing drainage pipes. Drainage ditches on either side of the road are often filled in or pipe conduits are too small causing erosion by standing or rushing water.

Current Agreement with Burnet County to provide street repair services

Annually we sign an interlocal agreement with Burnet County to provide street repair services. The State limits a county's support to \$15,000 in terms value for staff and equipment.

- Highland Haven has approximately 7 miles of roadway.
- Annually we review our street conditions and develop a list and map for the County. We allow the county to schedule repairs as it fits into their schedule which tends to provide us with better service.
- The county works closely with us to confirm how much work they can perform under the interlocal agreement.
- All required materials are paid by the city directly to the supplier. (asphalt, gravel, cement/concrete, pipes)
- Types of repairs
 - o Repair potholes
 - o Replace "Alligatoring" asphalt (asphalt is separating)
 - o Repair eroded street shoulders
 - o Perform minor drainage ditch improvements

- o Replacement and repairs to under street drainage piping

Should it be productive for discussion or further clarification, the interlocal road maintenance agreement and the proposed street repairs under consideration can be provided.

Discussion Items for Townhall

Observation - Most roads in our community are lightly traveled and some are little more than expanded driveways.

Questions?

Expectation of community for road maintenance/replacement?

Expectation of homeowners for maintenance of drainage alongside roads?

Should roads be widened to provide extra parking?

How should road projects be communicated to residents?

Planning and Zoning Discussion for Comprehensive Plan Townhall Meetings

Section 4: Infrastructure and Services – Drainage

An effective Stormwater Management Program is essential to the protection of our floodplain and low-lying areas from surrounding development to preserve the natural resources of our city and prevent erosion. Stormwater runoff from suburban areas directly harmful chemicals and substances carried in runoff water which could adversely affect fish habitats or detract from the natural beauty of lake itself.

1. 2014 Comprehensive Property Development Plan - Drainage

The 2014 Comprehensive Plan identified Highland Haven as having two primary resources that can distinguish the city from other communities in the region. The first resource identified is its proximity to Lake LBJ, which combines waterfront parks and water recreational activities. The second resource identified included the existence of a number of residential lots located in the community and the shifting population away from the larger cities in proximity to Lake LBJ's location within the state.

Though most of the waterfront properties were developed at the time of the 2014 Comprehensive Plan preparation, along with the fact that most of the existing homes exceeded 20 to 30 years in age, it was noted that the city had begun entrance into the transitional phase of its development with the notice of population changes occurring at that time.

There were a few resource management projects that were identified as completed prior to the development of the 2014 plan. Projects to manage stormwater runoff and improve drainage within the city were undertaken from 2007-2011.

When the city was platted, no effort or resources were provided to design interior drainage facilities. A major program to upgrade the city storm runoff system was implemented in 2009 & 2010, initiated following two major rain events in March and June of 2007 which resulted in the flooding of 17 homes. Runoff infrastructure was installed Redbird Street, four locations on Highland Drive, Flamingo Circle, Bluebird Circle, Dove Road, and Quail Road. This program was funded 75% by FEMA and 25% by the city. The designs of these facilities were based on detailed hydraulic survey and analysis performed by the city and KC Engineering. This detailed engineering data of the whole city was developed as the basis for future storm water drainage projects. Storm water runoff projects were previously installed in 2005-2006 on Blackbird Drive and Crane Drive.

The 2014 Plan encouraged the city to apply for State and Federal grants that may be available to aid in future storm water runoff projects.

The 2014 Plan did not include discussion of Groundwater Management (other than storm water runoff), Lake LBJ Water Quality, Open Space Preservation, or other elements that could impact the environment and natural resources of Highland Haven.

2. Recap of 2024 Community Survey Results for the Comprehensive Plan

The following issues include Storm Water Management (41.7%), Open Space Preservation (28.2%), and Wildlife Habitat Protection (17.5).

While recognized as a main overall environmental concern in the survey, individual comments were not made by respondents. Stormwater management can be a serious problem in the event of heavy rain or flooding conditions, particularly in areas of sparse vegetation and construction sites.

Some older homes constructed in lower lying areas are subject to flooding from stormwater runoff originating from uphill locations.

In the event of future commercial development of open areas currently zoned as agricultural, stormwater management will be key in those areas, particularly since some of these areas already exist in a flood plain.

3. Conclusions

Past stormwater program details should be updated and included in the new comprehensive Plan document, along with information regarding available sources for Grants that might be available.

4. Discussion Items for Townhall Meetings

How can the city ensure effective control of stormwater runoff in new areas of commercial development which may be located within low-lying and floodplain areas?

What can the city do to minimize stormwater runoff in downhill areas from areas of uphill new construction or home remodel where no vegetation is present or construction debris is not properly contained?