

**MINUTES OF THE  
CITY OF KAUFMAN  
CITY COUNCIL WORK SESSION  
MONDAY, SEPTEMBR 14, 2009 — 6:00 P.M.  
KAUFMAN CITY HALL  
209 S. Washington Street  
Kaufman, Texas**

**CITY COUNCILMEMBERS**

<b>MAYOR</b>	<b>WILLIAM FORTNER</b>
<b>MAYOR PRO-TEM</b>	<b>BARRY RATCLIFFE</b>
<b>COUNCILMEMBER</b>	<b>GIL ALTOM JR.</b>
<b>COUNCILMEMBER</b>	<b>JEFF COUNCIL</b>
<b>COUNCILMEMBER</b>	<b>CHARLES GILLENWATER</b>
<b>COUNCILMEMBER</b>	<b>KENNETH MUNDEN</b>
<b>COUNCILMEMBER</b>	<b>LOUIS TIJERINA</b>

**CALL MEETING TO ORDER:** Mayor Fortner called the Meeting to order at 6:06 p.m. Councilmembers present were William Fortner, Barry Ratcliffe, Gil Altom Jr., Charles Gillenwater, Jeff Council and Louis Tijerina. Councilmember Kenneth Munden was absent. Mayor Fortner declared a quorum present. Also present were City Manager Curtis Snow, ACM/City Secretary Jo Ann Talbot, Director of Development of Services Marcy Ratcliff and Chief of Police Michael Holder.

**NOTE:** A Work Session is used to explore matters of interest to one or more City Council Members or the City Manager for the purpose of giving staff direction into whether or not such matters should be placed on a future regular or special meeting of the Council for citizens input, City Council deliberation and formal City action. At a work session, the City Council generally receives informal and preliminary reports and information from City staff, officials, members of City committees, and the individual or organization proposing council action, if invited by City Council or City Manager to participate in the session. Participation by individuals and members of organizations invited to speak ceases when the Mayor announces the session is being closed to public input. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session unless invited to do so by the Mayor. Any citizen may supply to the City Council, prior to the beginning of the session, a written report regarding the citizen's opinion on the matter being explored. Should the Council direct the matter be placed on a regular meeting agenda, the staff will generally prepare a final report defining the proposed action, which will be made available to all citizens prior to the regular meeting at which citizen input is sought. The purpose of this procedure is to allow citizens attending the regular meeting the opportunity to hear the views of their fellow citizens without having to attend two meetings.

1. Receive a report, hold a discussion, and give Staff direction regarding the Washington Street Corridor Overlay Zoning District and how it can apply to East Mulberry Street and Ed Hall Drive.

City Manager Curtis Snow informed the Council that some months ago the Council requested to have a Work Session on Washington Street Corridor and the difference between Washington Street Corridor and Washington Street Overlay. Staff will also talk about East Mulberry Street and Ed Hall Drive.

Director of Development of Services Marcy Ratcliffe gave a history of Washington Street Overlay (WSO). For most part of the overlay, it is one block wide from the 200 Block of South Washington Street to 11<sup>th</sup> Street of South Washington Street. A committee was formed to evaluate Washington Street and come up with recommended changes. Some of those changes were: preferred mixed uses; concerns about rental property; against liquor stores on Washington; address set back regulations; concern of lots too small for retail development and address businesses with drive through windows.

Prior to 1999, Washington Street was zoned Retail (R). In 2004, Washington Street was zoned Washington Street Overlay (WSO). Ms. Ratcliff explained that even though it is zoned as an overlay, it is set up for a Corridor zone. The differences are: Overlay zoning usually covers a distinct developed area; it has a base zoning district; uses allowed same as base zoning and setbacks and landscaping typically are reduced. Whereas a corridor zoning usually follows a main gateway; is base zoning district; it has special identified uses listed; and setbacks and landscaping are typically reduced.

Ms. Ratcliff explained the reasons Washington Street was rezoned to Washington Street Overlay (Corridor) was to bring development in major core area; create a nicer image for the city; make Kaufman a destination point; create a mixed use district allowing people to live and work there and to keep the corridor vital. She gave an overview of the Washington Street Corridor allowable uses, such as, residential, professional office, personal service and retail. Certain uses were identified as not allowed. Single Family living quarters above commercial business were identified and existing non-conforming uses. Some of the Development Standards are to allow parking reduction up to 15%; to encourage underground utilities; minimum lot area is 10,000 square feet; maximum height is three (3) stories or 45 feet; and maximum lot coverage is 50%. The Site Layout requires for cross access and a limited number of driveways. Landscaping requires 20% of site and can be reduced to 15% if more trees are added to Streetscape Area. Streetscaping allows for one (1) larger tree per 40 liner feet; a buffer yard is required by the street and

sidewalks are required to be 5 feet. Architectural Standards allow for 100% hardiplank as masonry; a minimum of two (2) roof pitches and a window articulation and character detail encouraged. Signage for Washington Street is allowed with only six (6) foot high monument signs; maximum size based on lot width; minimum space separation is required and specific signage is prohibited.

Some of the Allowable Uses are existing non-conforming land uses allowed to continue until abandoned, then no longer allowed to occupy and only allowable uses and Specific Use Permits (SUP's) are listed in the use table. Architectural Standards are allowed 100% cementitious siding as approved by the Director and Wall Signs are allowed.

Ms. Ratcliff reported to the Council that the change of the Washington Street Corridor accomplished the reduced number of drive through; reduced the number of automotive uses; did not encourage Single Family to remain or redevelop; no outdoor displays (which includes fruit stands); did not encourage other residential alternatives; did not move out professional office uses, such as attorney offices; some dilapidated structures have been removed and does not allow for new liquor stores or convenience stores. Although in the use chart there is an allowance for a general merchandise store.

Ms. Ratcliff reported the objectives for future overlays or corridor districts are to look at the area as a whole; meaning look at the Comprehensive Plan/Zoning; Public Infrastructure; water, sewer and sidewalks; driveway control and cross access requirements; landscaping and screening and most certainly offer tax abatement.

After discussion from the Council of certain items identified, the Council wishes for Staff to review and study the regulations regarding monument signs; the large lots of 10,000 square feet; landscaping requirements; set back requirements; platted property verses not platted property and masonry fencing between businesses and residential.

East Mulberry Street was discussed to develop standards for a true overlay district. To allow for smaller lots closer to downtown and larger lots further out East Mulberry Street.

It was also discussed to look at one side of Ed Hall Drive and develop standards for an overlay district.

Tax abatement should be extended to both areas once the standards are adopted.

Ms. Ratcliff reported that as the city changes we need to change the Zoning Ordinance and Comprehensive Plan. This needs to be reviewed by the Planning and Zoning Commission every five years. City Council requested for Staff to make recommendations as things come up for new changes.

**ANNOUNCEMENTS FROM CITY MANAGER**

City Manager Curtis Snow reminded the City Council of the Kaufman Chamber Auction, Saturday, September 26, 2009, at Numo's, 5:30 p.m. and the Regular City Council Meeting, Monday, September 28, 2009.

Mayor Fortner informed the Council that KART was going to put a Trolley in Kaufman six (6) days a week.

Councilmember Ratcliffe asked if Staff could inquire about the new red light on Highway 34 and Highway 175 if the east bound service road is lasting longer than it should. Staff said they would look into that matter.

**ADJOURNMENT.**

There being no further business the meeting was adjourned at 7:54 p.m.

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**WILLIAM FORTNER  
MAYOR**

**ATTEST:**

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**JO ANN TALBOT  
CITY SECRETARY**