

PUBLIC NOTICE OF MEETING



PLANNING AND ZONING COMMISSION

SEPTEMBER 8, 2020 – 5:30 P.M.  
VIRTUAL MEETING

TAKE NOTICE THAT A REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF WOODWAY, TEXAS, WILL BE HELD VIA ZOOM MEETING AT 5:30 P.M. ON TUESDAY, SEPTEMBER 8, 2020, TO CONSIDER AND ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE IT INCLUDING, AMONG OTHERS, THE ITEMS LISTED ON THE FOLLOWING AGENDA.

To mitigate the spread of COVID-19, this meeting will be closed to in-person attendance by the public. Commissioners will attend virtually via Zoom Meeting. Citizens may join the Zoom Meeting by calling 1-888-475-4499, entering the Meeting ID # 9926081325 and the password 905053. Citizens may also provide written comments on the agenda items to Amy Novak at [anovak@woodwaymail.org](mailto:anovak@woodwaymail.org) prior to 3:00 p.m. on September 8, 2020.

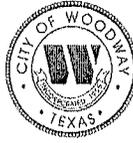
AGENDA

1. **Call to order**
2. **Consider action on** the minutes of the August 11, 2020, regular meeting
3. **Discussion and consider action on** final plat of Lot 1, Block 1, Luan Addition to the City of Woodway, McLennan County, Texas BEING all of that called 0.93 acres of land described in a deed to Jeton Haxhijaj and Bahrije Haxhijaj as recorded in McLennan County Clerk's Document 2019003825 of the Official Public Records of McLennan County, Texas
4. **Staff updates**
5. **Consider action on** the Open Meetings Act Resolution
6. **Consider action on** adjournment

*I certify that the above notice of meeting was posted at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on the 2<sup>nd</sup> day of September 2020 at 5:00 p.m.*

\_\_\_\_\_  
Donna Barkley, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (254) 772-4480 or FAX (254) 772-0695 for further information.



**City of Woodway  
Planning and Zoning Commission Meeting Minutes  
August 11, 2020**

The City of Woodway Planning and Zoning Commission attended a regular scheduled meeting virtually via Zoom Meeting, on August 11, 2020, at 5:30 p.m. To mitigate the spread of COVID-19, this meeting was closed to in-person attendance by the public. The Planning and Zoning Commission conducted the meeting via Zoom Meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The following individuals were in attendance via Zoom Meeting.

**Planning & Zoning  
Members Present:**

Raju Patel, Mary Cunningham, Rodney Kroll,  
Martha Agee, Josef Varga, Bob Howard  
Brent McKenzie, Grant Martin,

**Planning & Zoning  
Members Absent:**

Nancy Pfanner

**City Staff Present:**

Dr. Shawn Oubre, John Norman, Amy Novak,  
David Mercer, Mitch Davison

**Registered Guests:**

**1. Call to order**

Chairman Rodney Kroll, called the meeting to order at 5:30 p.m.

**2. Consider action on** the minutes of the July 14, 2020, regular meeting.

A motion was made by Bobby Howard, seconded by Josef Varga, that the minutes be approved. The motion carried unanimously.

**3. Discussion and consider action on** acceptance of subdivision improvements to the Badger Ranch Addition, Phase 6, to the City of Woodway, Texas.

City staff recommends approval. Assistant Director John Norman gave a brief description. John Norman stated the Planning and Zoning Commission that the city has received all the fees and documentation that is needed to move forward. There were no questions asked. Bobby Howard made a motion, seconded by Brent McKenzie that the subdivision improvements be approved. The motion carried unanimously.

4. **Update** from Building Official regarding current PUD projects.

This item was reviewed. Assistant Director John Norman gave a brief update of the report. There were no suggestions.

5. **Staff Updates**

Assistant Director John Norman gave the update. John Norman stated to the Planning and Zoning Commission that a third-party report has been done for the Heart of Texas Dental Clinic as requested by the commission. John informed the Planning and Zoning Commission that there will be an internal training that will be scheduled within the next week or so. This training will be for basic rules and responsibility of the Planning and Zoning Commission.

6. **Consider action on** the Open Meetings Act Resolution.

Martha Agee made a motion to accept the Open Meetings Act Resolution. The motion was seconded by Brent McKenzie. The motion carried unanimously.

7. **Consider action on** adjournment.

A motion was made by Brent McKenzie and seconded by Josef Varga to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 5:40 p.m.

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Planning & Zoning Commission Chairman

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Planning & Zoning Commission Secretary

**CITY OF WOODWAY  
PLANNING AND ZONING COMMISSION AGENDA**

**AGENDA ITEM:** 3  
**AGENDA DATE:** September 8, 2020

**SUBJECT:**

**Discussion and consider action on** final plat of Lot 1, Block 1, Luan Addition to the City of Woodway, McLennan County, Texas BEING all of that called 0.93 acres of land described in a deed to Jeton Haxhijaj and Bahrije Haxhijaj as recorded in McLennan County Clerk's Document 2019003825 of the Official Public Records of McLennan County, Texas.

**DISCUSSION:**

Toure Drake (applicant) submitted a final plat of Lot 1, Block 1, Luan Addition to the City of Woodway, McLennan County, Texas BEING all of that called 0.93 acres of land described in a deed to Jeton Haxhijaj and Bahrije Haxhijaj as recorded in McLennan County Clerk's Document 2019003825 of the Official Public Records of McLennan County, Texas.

Please see attached letter from the City Engineer.

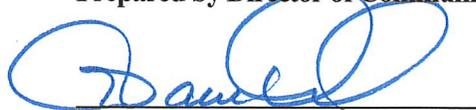
City staff has requested that the applicant be present to answer any questions from the Planning and Zoning Commission.

**ACTION RECOMMENDED:**

Recommend approval of the final plat of Lot 1, Block 1, Luan Addition to the City of Woodway, McLennan County, Texas BEING all of that called 0.93 acres of land described in a deed to Jeton Haxhijaj and Bahrije Haxhijaj as recorded in McLennan County Clerk's Document 2019003825 of the Official Public Records of McLennan County, Texas.



Prepared by Director of Community Services



Approved by City Manager



# City of WOODWAY

Community Services & Development

[www.woodway-texas.com](http://www.woodway-texas.com)

924 ESTATES DRIVE • WOODWAY, TEXAS 76712-3432 • 254/772-4050 • FAX 254/399-6518

August 28, 2020

City of Woodway  
924 Estates Drive  
Woodway, Texas 76712

ATTN: Planning and Zoning Commission

Re: Comments on the Final Plat for Luan Addition, Lot 1, Block 1.

Dear Commissioners:

Pursuant to the requirements of the City's Subdivision Ordinance Section 17-11, I have reviewed the final plat for the above referenced subdivision as delivered to the City of Woodway, and have determined the following:

1. The final plat for this subdivision meets all of the requirements set forth under Section 17-10 of Article I of the City of Woodway's Subdivision Ordinance.

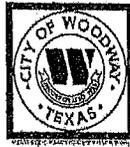
The location and size of all existing water treatment, storage and transportation facilities within the city which will serve the proposed subdivision, together with such treatment, storage, and transportation facilities proposed to be constructed by the subdivider and which will serve the proposed subdivision, appear to be adequate to provide sufficient water supply, volume and pressure to serve each proposed lot and each use within the proposed subdivision.

2. The location and size of all existing sewage transportation and disposal facilities within the city, which serve the proposed subdivision, together with such sewage transportation proposed to be constructed by the subdivider are adequate to provide transportation, disposal, and treatment of sewage from the proposed subdivision.

Based on the findings and approvals, city staff recommends the Commission's Approval of the final plat for this subdivision.

Sincerely,

Mitch R. Davison, P.E.  
City Engineer



**CITY OF WOODWAY FINAL PLAT/REPLAT SUBMITTAL FORM**

(ALL INFORMATION REQUESTED MUST BE PROVIDED)

**Items to be completed by Applicant**

**Check one of the following:**

- This submittal is a **plat** of acreage
- This submittal is a **replat**
- This submittal is an **amended plat**

Meeting Dates: 8  
JULY - 9/15/20 - *Per Amy*  
~~6-11-20~~

**Current legal description of property:**

Being all of that called 0.93 acres of land described  
in a deed to Jeton Haxby and Bahalle Haxby  
or recorded in McLennan County, Clerk's Document 2019003825 of  
the official Public Records of McLennan County, Texas.

**Proposed legal description of property (must list all lot(s), block(s) and name of addition:**

Lot 1, Block 1, Luan Addition

**Applicant information:**

Applicant name: 1519 SURVEYING TOURE DRAKE

Mailing address: 5054 Franklin Ave., Ste A  
Waco, TX 76710

Telephone/fax numbers: 254-776-1519

Alternate contact: \_\_\_\_\_

Telephone/fax numbers of alternate contact: \_\_\_\_\_

Applicant's Signature: *Jeanette* Date: 6-15-20

**Items to be completed by office:**

Date of submittal: 8/17/20

Submittal accepted by: Amy Novak

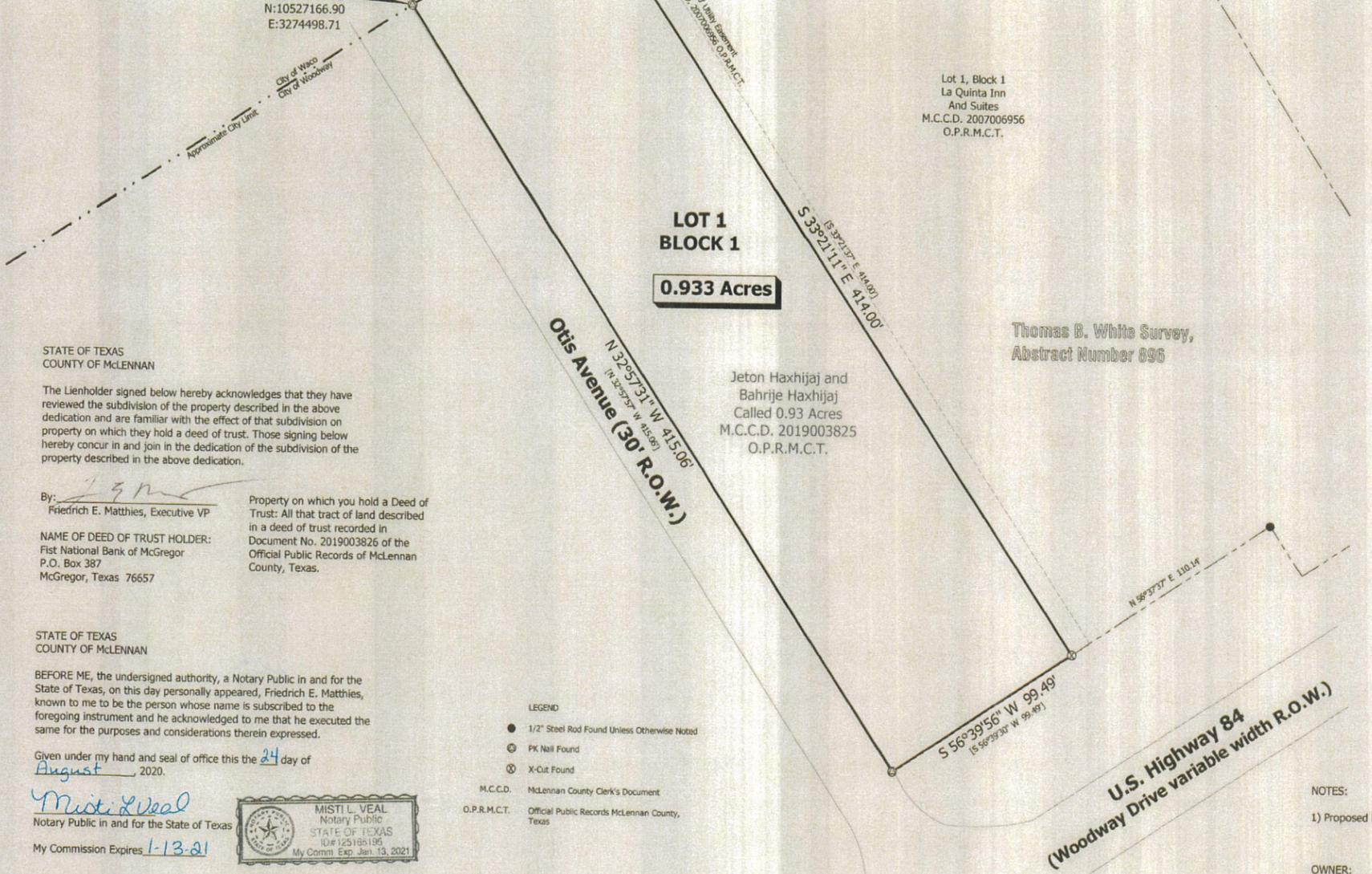
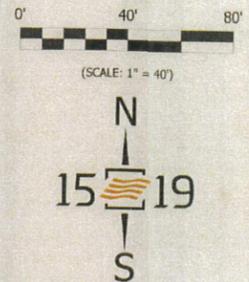
\$250.00 fee paid    Date of notification to City Secretary: 8/17/20

Staff level review conducted by:

John Norman

Cory Turnmire

Date: 8/17/20



STATE OF TEXAS  
COUNTY OF McLENNAN

BEING all that tract of land in the City of Woodway, McLennan County, Texas, out of the Thomas B. White Survey, Abstract Number 896, being all of that called 0.93 acres of land described in a deed to Jeton Haxhijaj and Bahrije Haxhijaj as recorded in McLennan County Clerk's Document (M.C.C.D.) 2019003825 of the Official Public Records of McLennan County, Texas and being further described as follows:

**BEGINNING** at a PK nail found with washer stamped "WALKER" for the West corner of said 0.93 acres being in the intersection of the Northeast line of Otis Avenue and the Southeast line of Old McGregor Road;

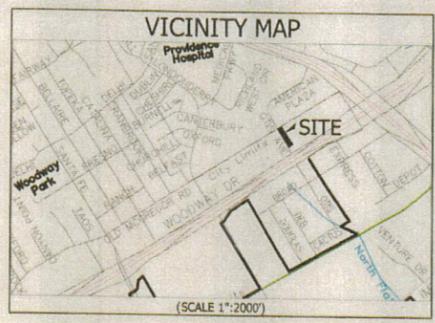
**THENCE** North 57 degrees 17 minutes 19 seconds East, 96.64 feet with the Northwest line of said 0.93 acres and the Southeast line of said Old McGregor Road to a 3/8 inch steel rod found for the North corner of said 0.93 acres and the West corner of Lot 1, Block 1 of the La Quinta Inn and Suites - Waco Mall Addition as per plat recorded in M.C.C.D. 2007006956 of said O.P.R.M.C.T.;

**THENCE** South 33 degrees 21 minutes 11 seconds East, 414.00 feet with the common line of said 0.93 acres and said Lot 1 to a x-cut found for the East corner of said 0.93 acres and the South corner of said Lot 1, being in the Northwest line of Woodway Drive from which a 1/2 inch steel rod found bears North 56 degrees 37 minutes 37 seconds East, 110.14 feet for reference;

**THENCE** South 56 degrees 39 minutes 56 seconds West, 99.49 feet with the Southeast line of said 0.93 acres and the Northwest line of said Woodway Drive to a PK nail found with washer stamped "WALKER" for the South corner of said 0.93 acres, being in the intersection of the Northwest line of said Woodway Drive and the Northeast line of said Otis Avenue;

**THENCE** North 32 degrees 57 minutes 31 seconds West, 415.06 feet with the Southwest line of said 0.93 acres and the Northeast line of said Otis Avenue to the **POINT OF BEGINNING** and containing **0.933 acres** of land.

Bearings, distances, and acreage are grid, NAD83 State Plane Coordinate System, Texas Central Zone 4203.



STATE OF TEXAS  
COUNTY OF McLENNAN

The Lienholder signed below hereby acknowledges that they have reviewed the subdivision of the property described in the above dedication and are familiar with the effect of that subdivision on property on which they hold a deed of trust. Those signing below hereby concur in and join in the dedication of the subdivision of the property described in the above dedication.

By: Friedrich E. Matthies, Executive VP  
Friedrich E. Matthies, Executive VP

Property on which you hold a Deed of Trust: All that tract of land described in a deed of trust recorded in Document No. 2019003826 of the Official Public Records of McLennan County, Texas.

NAME OF DEED OF TRUST HOLDER:  
Fist National Bank of McGregor  
P.O. Box 387  
McGregor, Texas 76657

STATE OF TEXAS  
COUNTY OF McLENNAN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared, Friedrich E. Matthies, known to me to be the person whose name is subscribed to the foregoing instrument and he acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office this the 24 day of August, 2020.

Misti L. Veal  
Notary Public in and for the State of Texas  
My Commission Expires 1-13-21

OWNER'S DEDICATION

Jeton Haxhijaj and Bahrije Haxhijaj, being the owners of the tract of land shown hereon, do hereby dedicate to the public forever all streets, alleys, parks, easements and other land intended for public use.

Jeton Haxhijaj  
Jeton Haxhijaj  
405 Navajo Trail  
McGregor, Texas 76657

Bahrije Haxhijaj  
Bahrije Haxhijaj  
405 Navajo Trail  
McGregor, Texas 76657



STATE OF TEXAS  
COUNTY OF McLENNAN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared, Jeton Haxhijaj, known to me to be the person whose name is subscribed to the foregoing instrument and he acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office this the 20 day of Aug, 2020.

Jeton Haxhijaj  
Notary Public in and for the State of Texas  
My Commission Expires \_\_\_\_\_



STATE OF TEXAS  
COUNTY OF McLENNAN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared, Bahrije Haxhijaj, known to me to be the person whose name is subscribed to the foregoing instrument and she acknowledged to me that she executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office this the 20 day of Aug, 2020.

Bahrije Haxhijaj  
Notary Public in and for the State of Texas  
My Commission Expires \_\_\_\_\_

This area reserved for county recordation information.

NOTES:

1) Proposed land use is Planned Commercial.

OWNER:  
Jeton Haxhijaj and Bahrije Haxhijaj  
405 Navajo Trail  
McGregor, Texas 76657  
Submission date:  
May 13, 2020

NOTE: Approval of this plat does not approve or disapprove any designated land use; nor guarantee availability or adequacy of water supply or sewage transportation, treatment or disposal; nor guarantee serviceability of streets, utilities or subdivision improvements; nor guarantee adequacy of soil or geological conditions for construction of improvements.

Approved by the City of Woodway on the \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2020.

Mayor \_\_\_\_\_  
City Secretary \_\_\_\_\_

PLAT NOTES:  
1. Electricity provided by Oncor.  
2. Water service provided by City of Woodway, CCN# 10022.  
3. Sewer service provided by City of Woodway.

**FINAL PLAT**  
**LOT 1, BLOCK 1, LUAN ADDITION TO THE CITY OF WOODWAY, McLENNAN COUNTY, TEXAS**

BEING ALL OF THAT CALLED 0.93 ACRES OF LAND DESCRIBED IN A DEED TO JETON HAXHIJAJ AND BAHRIJE HAXHIJAJ AS RECORDED IN McLENNAN COUNTY CLERK'S DOCUMENT 2019003825 OF THE OFFICIAL PUBLIC RECORDS OF McLENNAN COUNTY, TEXAS.

NOTES:  
1. Bearings, distances, and acreage are grid, NAD83 State Plane Coordinate System, Texas Central Zone 4203.  
2. No flood zone determination was made as part of this survey.

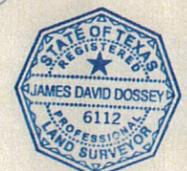
1519 Job No.: 9382  
Sheet 1 of 1  
Property Address: 6025 Woodway Drive Woodway Texas 76712

Drawn By: TAD  
Reviewed By: JDD  
Prepared For: Sterling Architects

I hereby certify that I made an actual and accurate survey on the ground of the platted land and all monuments shown hereon noted as placed in connection with this subdivision were properly placed under my personal supervision, and pre-existing monuments and pins are noted in accordance with the subdivision regulations of the City of Woodway, Texas, and in accordance with all applicable rules, regulations and requirements of the Professional Land Surveying Practices Act and the General Rules of Procedure and Practices promulgated by Texas Board of Professional Land Surveying, and within the tolerances allowed therein and thereby. Permanent monuments will be set after construction is completed.

Signed this 24 day of Aug, 2020

James David Dossey  
R.P.L.S. 6112



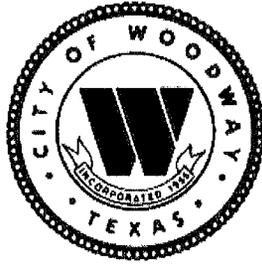
This survey may only be used for the original transaction for which it was created. Digital or photocopy reproductions of this survey may not be used for subsequent transactions. This survey is only valid with the presence of a raised impression seal.

**1519**  
SURVEYING & ENGINEERING  
1519LLC.com

CENTRAL TEXAS  
5054 Franklin Ave., Ste. A  
Waco, TX 76710  
254.776.1519  
DALLAS / FT. WORTH  
1200 W. Magnolia, Suite 300  
Ft. Worth, TX 76104  
214.494.8586

TBPL# 10193968 TBPE# F-17299 TBPLS# 10194351 TBPLS# 10194283

RECEIVED  
AUG 31 2020  
JDD 3:46pm



## OPEN MEETINGS ACT RESOLUTION

**RESOLVED**, that it is hereby officially found and determined that the meeting at which this resolution is adopted was noticed and has been open to the public as required by law.

**PASSED AND APPROVED** this the 8<sup>th</sup> day of September 2020.

**THE CITY OF WOODWAY, TEXAS**

By \_\_\_\_\_  
**CHAIR**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY**