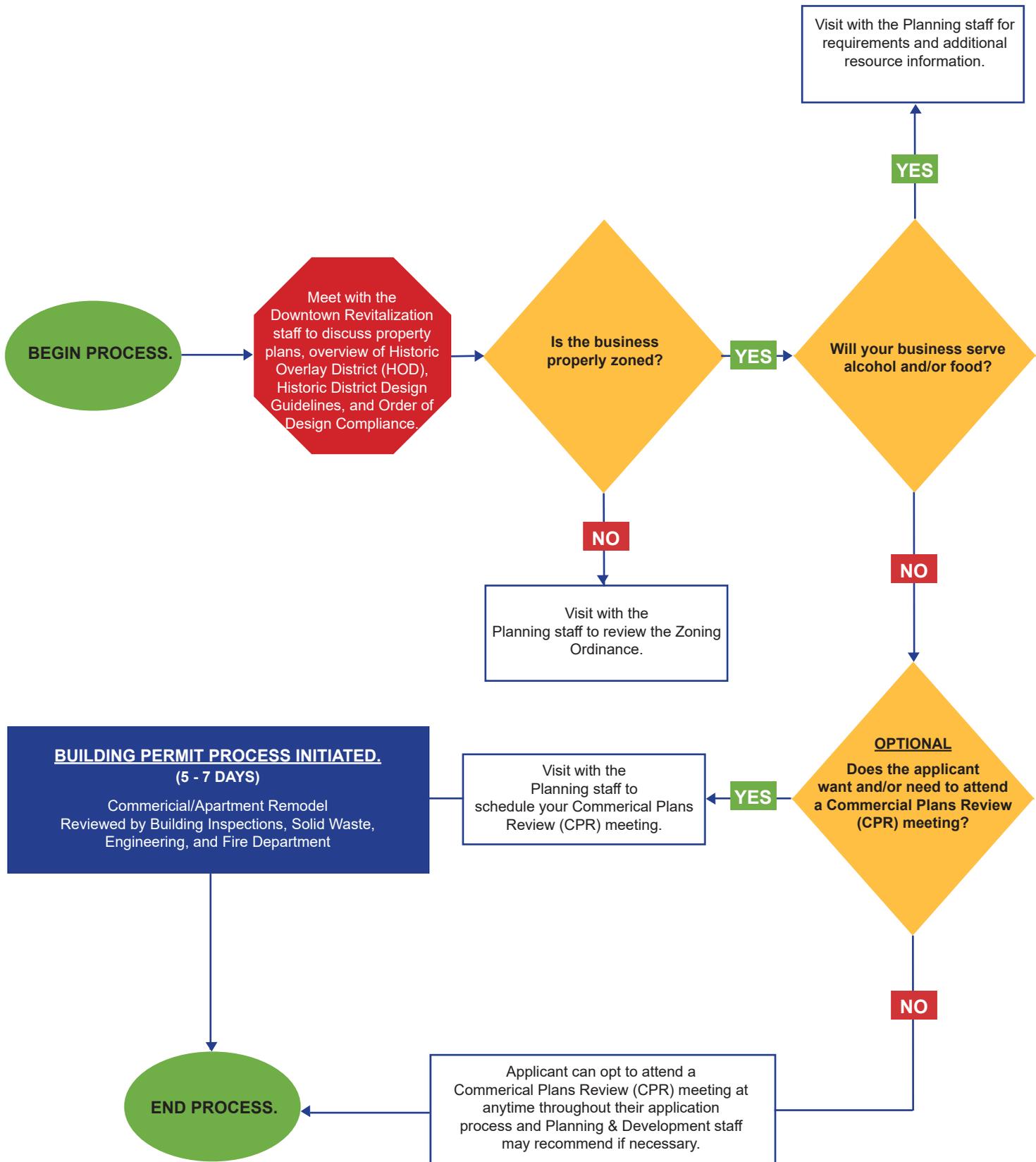


DEVELOPMENT SERVICES - DOWNTOWN REVITALIZATION
INTERIOR RENOVATION/REHABILITATION
 HISTORIC OVERLAY DISTRICT (HOD)



HISTORIC DISTRICT BOUNDARY AREA

The six-square block historic district core includes the intersections of Avenue D and Gray Street and Avenue C and 8th Street.

HISTORIC PRESERVATION

Any building that is locally designated as historic requires review and approval by the Heritage Preservation Officer or Heritage Preservation Board for any exterior building alterations or renovations.

BUSINESS PLAN ASSISTANCE

Visit the Central Texas Business Resource Center for guidance and information on a business plan. Contact the office at (254) 200-2001.

SIGNS

A sign permit is required prior to installing an outdoor sign. All sign applications must have a completed Order of Design Compliance reviewed by the Heritage Preservation Officer.

BUILDING PERMITS/CITY LICENSES

Inspection staff provides code information and assistance for new construction, remodeling, expanding, or changing the use of an existing structure. A permit is required for all new buildings, additions, interior and exterior alterations, signs, and improvement or repairs.

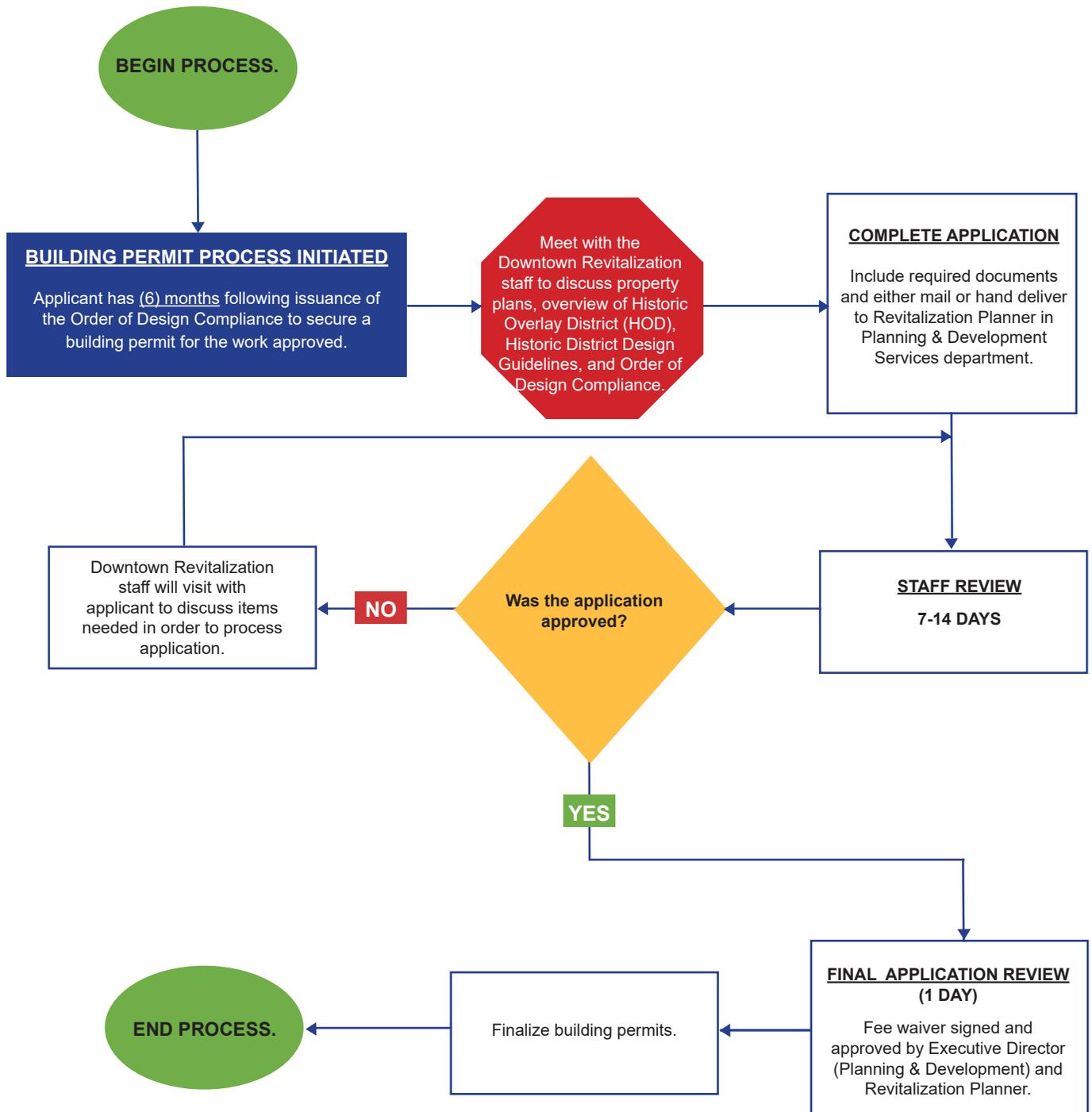


CONTACT INFORMATION

Development Services
 Downtown Revitalization
 200 E. Avenue D, 2nd Floor
 Killeen, Texas 76541

Phone: (254) 501-7630
 Fax: (254) 501-7628
www.killeentexas.gov

DEVELOPMENT SERVICES - DOWNTOWN REVITALIZATION
NORTH KILLEEN REVITALIZATION PROGRAM
FEE WAIVER PROCESS



PROGRAM OVERVIEW

To promote the development and redevelopment of North Killeen. The program includes incentives for residential and commercial/business structure rehabilitation, expansion, and/or new construction.

FEES NOT WAIVED

If a permit or application is expired, the fee to reactivate, renew or reapply is NOT waived. Penalties and extension fees or re-permitting fees are NOT waived.

BOUNDARY AREA

W.S. Young to the west, Ft. Hood Street to the east, the northern city limits and West Hallmark Avenue and Terrace Drive to the south.

DEVELOPMENT STANDARDS

The minimum lot size for non-conforming properties located within the NKRP shall be **3600 square feet** and will not be required to obtain approval from the Zoning Board of Adjustments. The minimum building setbacks shall be **5 feet on each side, 10 feet on the rear and 20 feet on the front of each lot**. The 50% rule for reconstructing non-conforming structures/uses will be waived for properties located within this area.

WHAT DOES THE PROGRAM DO?

Waives a variety of fees for new construction or rehabilitation projects that **expend a minimum of \$2,000** within the aforementioned boundary area. The program also includes additional incentives regarding development standards.

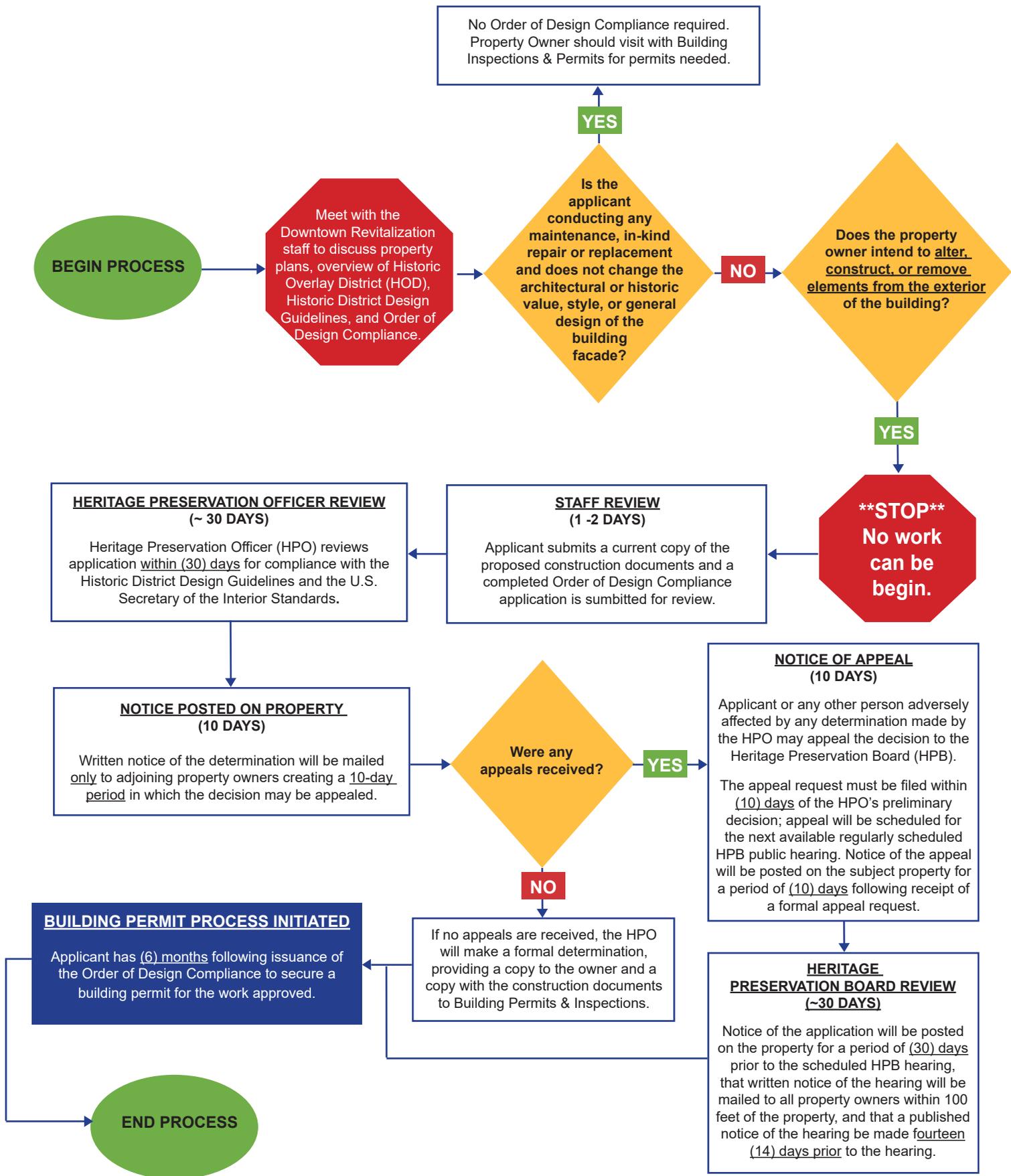


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DEVELOPMENT SERVICES - DOWNTOWN REVITALIZATION
EXTERIOR RENOVATION/REHABILITATION
HISTORIC OVERLAY DISTRICT (HOD)



HISTORIC DISTRICT BOUNDARY AREA

The six-square block historic district core includes the intersections of Avenue D and Gray Street and Avenue C and 8th Street.

HISTORIC PRESERVATION

Any building that is locally designated as historic requires review and approval by the Heritage Preservation Officer or Heritage Preservation Board for any exterior building alterations or renovations.

SIGNS

A sign permit is required prior to installing an outdoor sign. All sign applications must have a completed Order of Design Compliance reviewed by the Heritage Preservation Officer.

ARCHITECTURAL/ DESIGN REVIEW

Most changes to downtown properties require review and approval by the Heritage Preservation Officer or Heritage Preservation Board. All signs, painting, awnings, roofing, restoration, repairs, and additions are subject to design criteria of the City's Code of Ordinances and the Downtown Killeen Historic District Design Guidelines.

BUILDING PERMITS/CITY LICENSES

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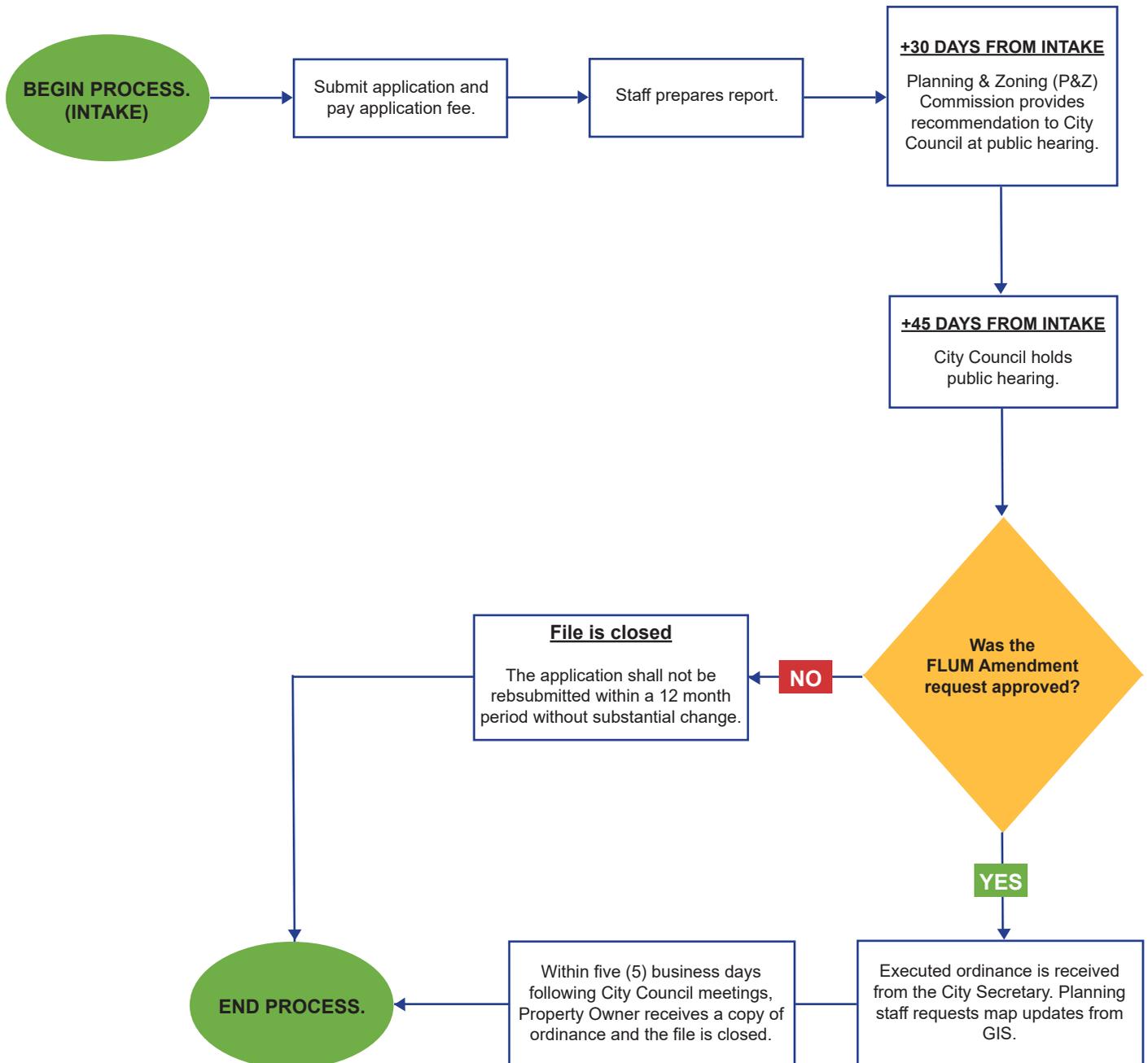


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PLANNING & DEVELOPMENT SERVICES
FUTURE LAND USE MAP (FLUM) AMENDMENT



FUTURE LAND USE MAP (FLUM)

The Future Land Use map for the City of Killeen can be downloaded at:

<https://killeengis.killeentexas.gov/PDF/ComprehensivePlan/ComprehensivePlan.pdf>.

An interactive zoning map can be found at <https://killeengis.killeentexas.gov/gis/home/>.

FEES

FLUM Amendment Application Fee: \$500.00

All applications require payment of a \$10 Technology fee to be paid at the time of application.

PLANNING & ZONING COMMISSION

Planning and Zoning Commission meetings are held the first and third Mondays of each month unless otherwise scheduled by the Commission. Meetings are held at Utility Collections at 210 W. Avenue C in the main conference room at 5:00 p.m., with workshops starting at 4:00 p.m..



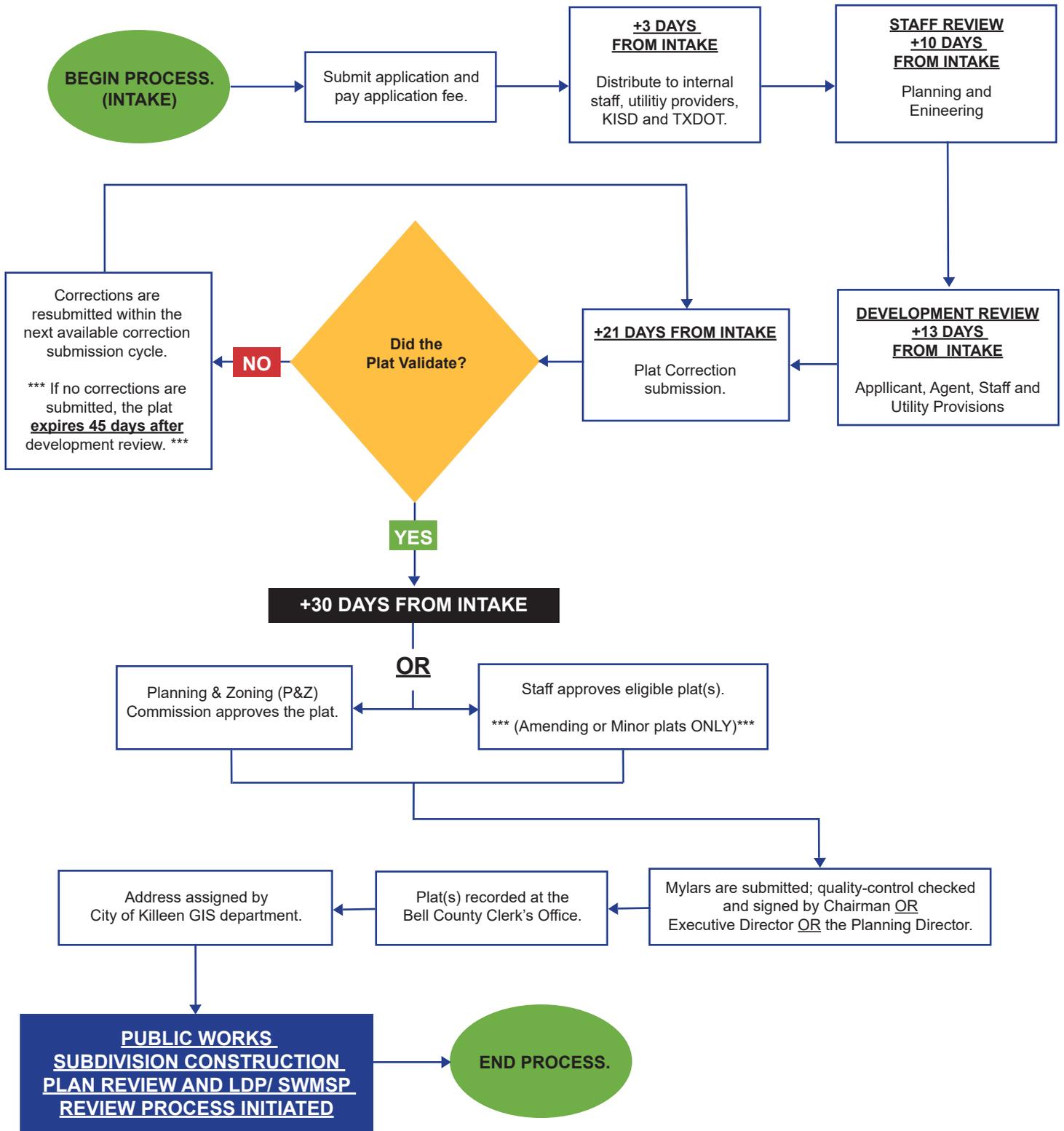
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PLANNING & DEVELOPMENT SERVICES

SUBDIVISION APPROVAL PROCESS



CITY OF KILLEEN APPLICATION FEES

\$500 + \$25 per lot

BELL COUNTY RECORDATION FEES

Plat: \$25 per mylar
 First Page: \$10.00
 Each Additional Page: \$4.00

RECORDATION INFORMATION

Prior to recordation, the applicant shall submit two (2) mylars containing all applicable signatures, seal notarized, and a tax certificate from the Bell County Tax Appraisal District showing taxes are current and have no liens.

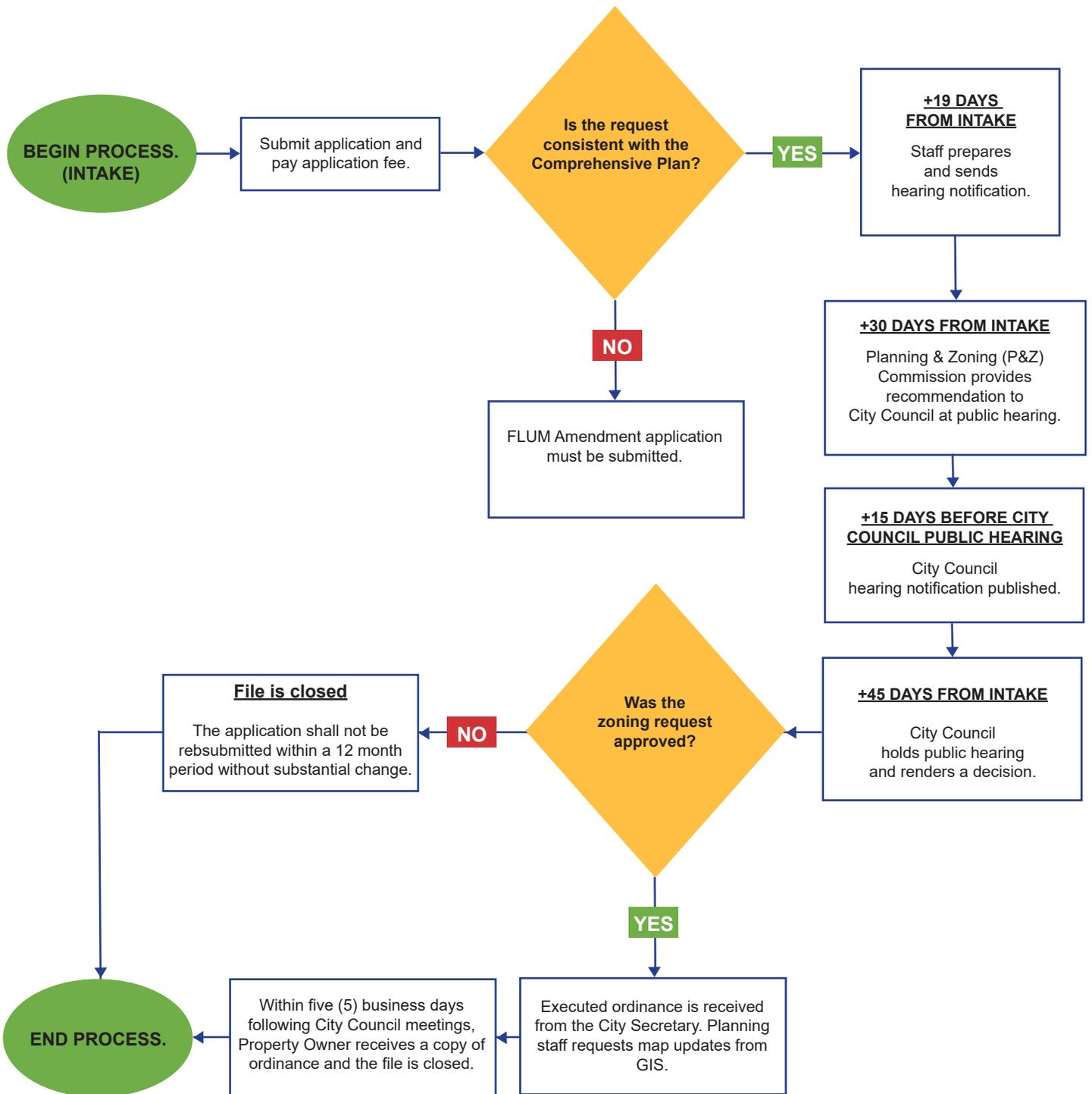


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ZONING DEVELOPMENT PROCESS



ZONING CLASSIFICATION

Chapter 31 of the City of Killeen Code of Ordinances contains the Zoning Ordinance. It provides information on zoning classification, including allowed uses, site development regulations, parking and restrictions. Copies are available online at www.killeentexas.gov.

CITY OF KILLEEN APPLICATION FEES

Zoning Application Fee: \$500.00
 Conditional Use Permit Fee: \$500.00

All applications require payment of a \$10 Technology fee to be paid at the time of application.

PLANNING & ZONING COMMISSION

Planning and Zoning Commission meetings are held the first and third Mondays of each month unless otherwise scheduled by the Commission. Meetings are held at Utility Collections located at 210 W. Avenue C in the Main Conference Room at 5:00 p.m., with workshops starting at 4:00 p.m.

ZONING MAP

The zoning map for the City of Killeen can be downloaded at: <https://killeengis.killeentexas.gov/PDF/zoning/COK%20Zoning%20Map.pdf>.

An interactive zoning map can be found at: <https://killeengis.killeentexas.gov/gis/home/>.

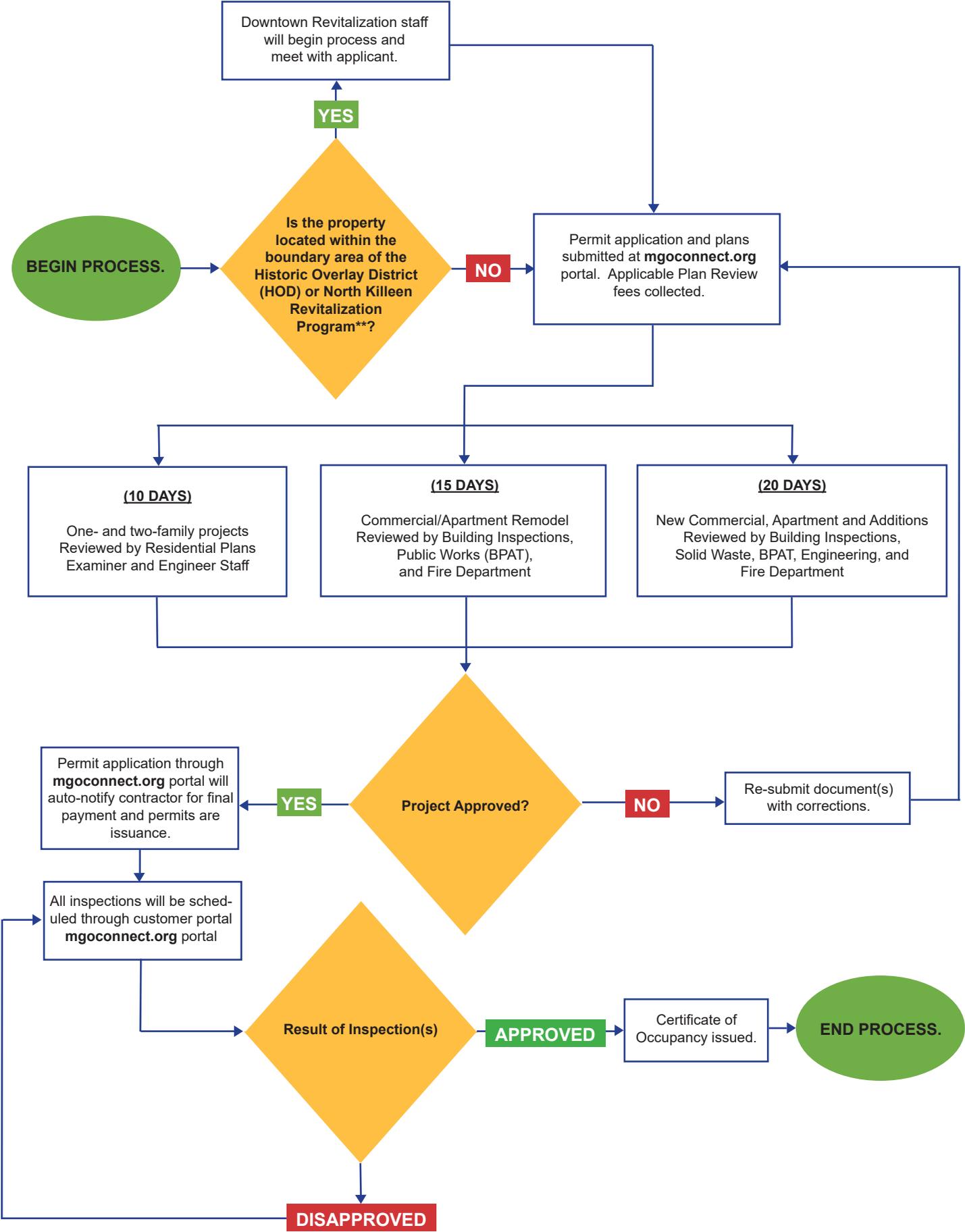


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BUILDING INSPECTIONS BUILDING PERMIT



BUILDING PERMITS

Construction codes are adopted and amended in Chapter 8, Killeen Code of Ordinances unless otherwise noted.

CONTRACTOR REGISTRATION

Before any person, firm or corporation shall perform or contract to perform a construction operation within the city limits for which a permit is required in the city under this Chapter you must obtain a general construction registration issued by the City. This registration does not substitute for any permit required under this Chapter, nor does it substitute for any license required under this Chapter or State law.

INSPECTION SCHEDULING

Inspection can be scheduled through client portal mgoconnect.org between **12:00 a.m. to 11:59 p.m.** and will be scheduled for the following business day.

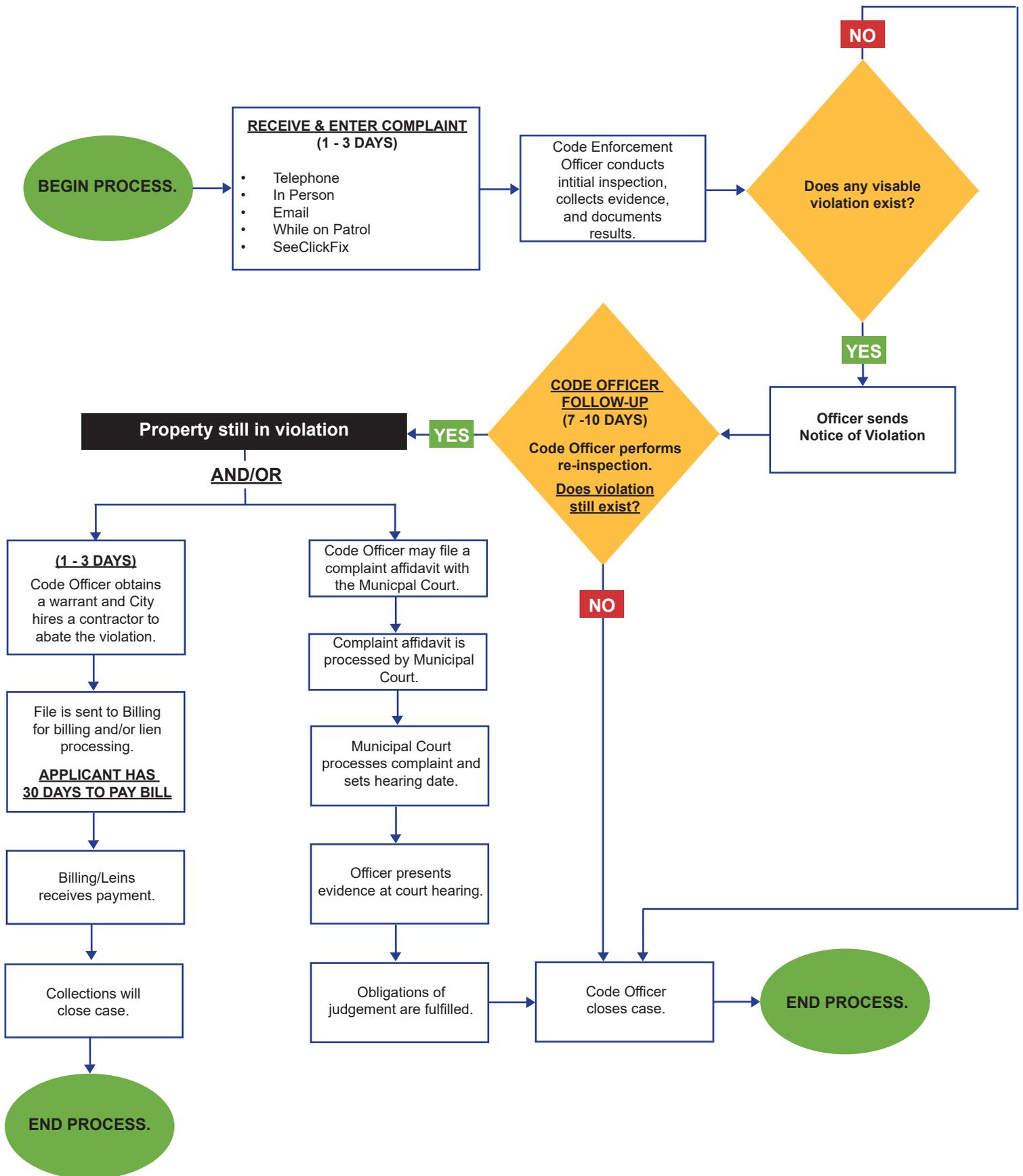


CONTACT INFORMATION

Development Services
Building Inspections
100 E. Avenue C
Killeen, Texas 76541

Phone: (254) 501-7762
Fax: (254) 501-6302
www.killeentexas.gov

BUILDING INSPECTIONS CODE ENFORCEMENT



CODE REGULATIONS

Code Enforcement enforces codes and regulations protecting the environment and quality of life.

Concerned citizens who take good care of their property and notify the city of code violations help:

- Maintain neighborhood desirability
- Reduce vandalism
- Prevent fire, health and safety hazards
- Encourage continued development

REPORT A VIOLATION

To report a code violation, please email Code Enforcement:

code-enforcement@killeentexas.gov

or

<https://www.killeentexas.gov/599/Report-a-Concern>

CODE VIOLATIONS

Chapter 18 of the City of Killeen Code of Ordinances contains several ordinances designed to reduce nuisances associated with the various particular code violations.

IMPORTANT NUMBERS

Animal Services	(254) 526-4455
Building Inspections	(254) 501-7762
Code Enforcement	(254) 501-7608
Environmental Services	(254) 501-7629
Liens / Billing	(254) 501-6518
Police (Non-Emergency)	(254) 501-8830
Solid Waste	(254) 501-7785
Streets	(254) 616-3153
Utilities	(254) 501-7800



CONTACT INFORMATION

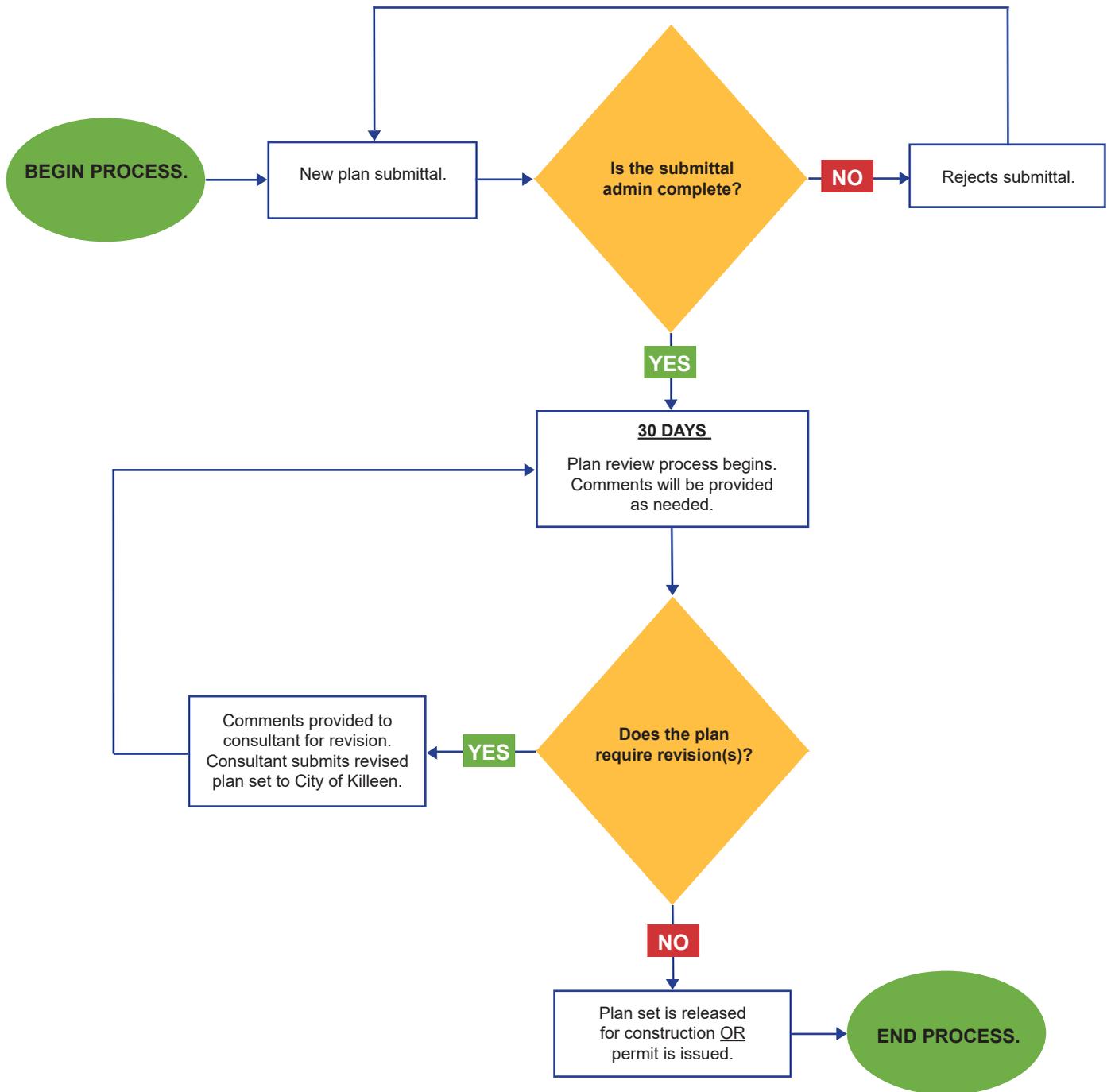
Development Services
Code Enforcement
100 E. Avenue C
Killeen, Texas 76541

Phone: (254) 501-7608

Fax: (254) 501-6302

www.killeentexas.gov

SUBDIVISION CONSTRUCTION PLAN REVIEW LDP/SWMSP REVIEW



**LDP = Land Disturbance Permit SWMSP = Storm Water Management Site Plan

The Development Services and Public Works Departments are dedicated to providing the Citizens of Killeen with quality engineering, planning, and land use services; utility systems; street and traffic maintenance; solid waste services; and capital improvement projects planning and administration.

ENGINEERING DIVISIONS

Engineering - Development Review: Provides plan review and inspections services for development and city-sponsored projects.

Engineering - Stormwater: Administers the State-required storm water discharge permit. It is responsible for the development of the city's Storm Water Drainage Master Plan and for implementing a drainage capital improvements program.

Public Works - Street: Responsible for the maintenance of the city's streets, sidewalks and drainage ways.

Engineering - CIP: Responsible for administering major C.I.P. Roadway Transportation projects. Additionally, it provides engineering and inspection support to those activities.

PUBLIC WORKS DIVISIONS

Public Works - Solid Waste: Has four divisions: residential collection, commercial collection, recycling services, and transfer station. The Solid Waste Department is responsible for all aspects of garbage collection and disposal.

Killeen Recycling Center: Accepts materials for recycling and operates the subscription Residential Curbside Recycling Service.

Public Works - Water & Sewer: Responsible for maintaining the city's 800+ miles of water and sewer mains; water tanks and towers; sewage lift stations; and fire hydrants. The department is responsible for the delivery of potable water to the customer and collection of wastewater to the treatment plant.

Public Works - Traffic: Responsible for the maintenance of all traffic signals, school zone flashers, signs, crosswalks, traffic regulatory signs, and street name signs. The Traffic Division also performs electrical maintenance at city facilities.

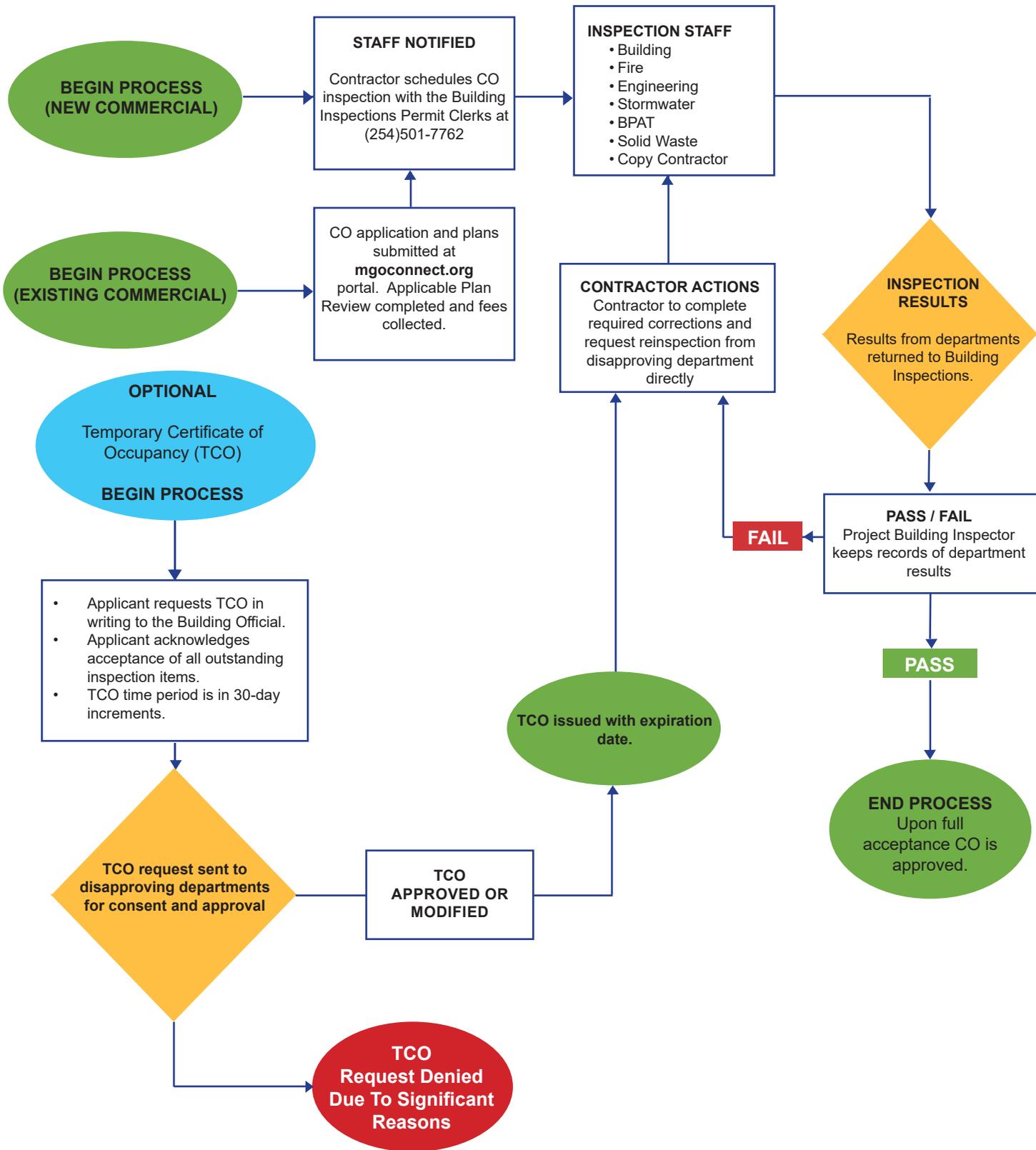


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200 E. Avenue D, 2nd Floor
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Phone: (254) 501-7620
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NEW & EXISTING COMMERCIAL BUILDING CERTIFICATE OF OCCUPANCY (CO) WITH OPTIONAL TEMPORARY CO (TCO)



CERTIFICATE OF OCCUPANCY SECTION 111 - 2015 IBC

Certificates of occupancy are required prior to the occupancy or use of any structure or parcel of land within the City of Killeen. New certificates of occupancies shall be issued if there is a change of building use, change in business name, or change of ownership. No occupancy shall be permitted until the certificate of occupancy is issued by the Permits and inspections office. The Building Official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of this code wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this code.

TEMPORARY CERTIFICATES OF OCCUPANCY SECTION 31-38 CITY ORDINANCE

Pending the issuance of a regular certificate, a temporary certificate of occupancy may be issued by the Building Official for a period not exceeding six (6) months, during the completion of alterations or during partial occupancy of a building pending its completion. TCO will only be issued upon the approval of all city departments involved in the inspection process. It shall expire at the end of the requested time period if a CO has not been issued. The TCO shall not be construed as in any way altering the respective rights, duties or obligations, of the owners or of the city relating to the use or occupancy of the premises.



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